



## **MINUTES**

**MARCH 28, 2017**

### **BRAZOS COUNTY COMMISSIONERS COURT**

#### **REGULAR MEETING**

---

A regular meeting of the Commissioners' Court of Brazos County, Texas was held in the Brazos County Commissioners Courtroom in the Administration Building, 200 South Texas Avenue, in Bryan, Brazos County, Texas, beginning at 10:00 a.m. on Tuesday, March 28, 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 Aldrich

2. Call for Citizen input and/or concerns

There was no citizen's input.

3. Presentations and/or Discussions

a. Annual Update from the Brazos Valley Groundwater Conservation District.

Alan M. Day, General Manager for the Brazos Valley Groundwater Conservation District (BVGCD) spoke to the Court about the 2016 Annual Report. Mr. Day stated that 2016 was a very busy year for the BVGCD. He stated that they have two new board

members this year. Mr. Day said that they currently have 144 wells and 8 aquifers in the network. Mr. Day told the Court that grant money was used to establish a website/webmaster program to aid in educating citizens about water conservation. The website can indicate how much irrigation is needed in your area. Mr. Day said that they have received 176,000 hits on the website and feels that it has been extremely successful. He informed the Court of a grant used to adopt a Well Plugging Protocol. They have been able to plug 12 wells that were abandoned or deteriorated. Mr. Day introduced Megan Haas as the District Education and Conservation Outreach Coordinator/Water Resource Specialist.

Ms. Haas said that she is going into every class of 4th, 5th and 7th graders in Brazos and Robertson County and teaching them about water conservation, protection of aquifers, and water contamination.

The Court thanked Mr. Day and Ms. Haas for all they are doing at the Brazos Valley Groundwater Conservation District.

b. Update from Emergency Management about the Local Emergency Planning Committee Grant 2016-2017 from TCEQ.

Emergency Management Coordinator Michelle Meade updated the Court on the Local Emergency Planning Committee Grant 2016 - 2017 from TECEQ. Mrs. Meade stated that over \$92,000 was granted to purchase hazardous materials equipment.

Judge Peters thanked Ms. Meade for continuing to look for grants and stated that he realizes the paperwork can be tedious.

**Consider and take action on agenda items 4-22:**

4. Proclamation 17-016 recognizing the 183rd Recon Aviation Company on their Vietnam service.

The Court approved a Proclamation recognizing the 183rd Recon Aviation Company on their Vietnam service during their 2017 biennial reunion, March 30, 2017 through April 2, 2017. The Court encourages all citizens to take the opportunity to honor the members of the 183rd Recon Aviation Company for their service.

Judge Peters mentioned that a Memorial Service will be held on Saturday, April 1, 2017 at 9:00 a.m. at Veterans Park.

A copy of the proclamation is attached.

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

5. Proclamation 17-017 declaring March 30, 2017 Bryan/College Station Chamber of Commerce "Chamber Day".

The Court approved as submitted a Proclamation designating March 30, 2017 as

Bryan/College Station Chamber of Commerce "Chamber Day" and urges all citizens to express their appreciation to our local businesses for their investment in our community.

Commissioner Cauley urges all of Brazos County to participate in "Chamber Day" because we are one of the title sponsors for the event.

A copy of the proclamation is attached.

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

6. Approval for Barbara Roberts, Administrative Services Manager, Juvenile Department, to attend the Juvenile Detention Alternative Initiative (JDAI) National Fall Inter-Site Conference in Orlando, Florida on April 16-19, 2017

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

7. Approval of Donated Inmate Property of unclaimed clothing and misc items from the Jail.

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

8. Reappointment of the following to the Homeland Security Advisory Committee for the period of 4/1/2017 - 3/31/2018:
  - a. Eric Buske, Chief of Police, City of Bryan
  - b. Patrick Corley, Executive Director, Brazos County 9-1-1 ECD
  - c. Jerry Henry, Emergency Management Coordinator, City of Bryan
  - d. Brian Hilton, Emergency Management Coordinator, City of College Station
  - e. Leslie Lutz, Assistant Emergency Management Coordinator, Texas A&M University
  - f. Steve Aldrich, County Commissioner Pct. 1, Brazos County
  - g. Monica Martinez, Emergency Management Coordinator, Texas A&M University
  - h. Randy McGregor, Fire Chief, City of Bryan
  - i. Michele Meade, Emergency Management Coordinator, Brazos County
  - j. Brandy Norris, Assistant Chief of Police, City of College Station
  - k. Jim Stewart, Chief Deputy, Brazos County Sheriff's Office
  - l. Kenneth Utz, Fire Captain, South Brazos County Fire Department
  - m. Curtis Darby, Assistant Police Chief, City of Bryan
  - n. Alison Prince, Executive Director, United Way of the Brazos Valley
  - o. Amy Hilburn, Director, Texas Veterinary Medical Reserve Corp

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

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

9. Request permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91- as part of continuing Disaster Recovery efforts from the May 26, 2016 Severe Storms:

- BZO003C - Peach Creek Road, White Switch Road and Blue Ridge Drive
- BZO004C - Greens Prairie Road
- BZO005C - Old Reliance Road – 3 locations, Kurten Lane, and Dilly Shaw Tap
- BZO006C - Grassbur Road, Elmo Weedon Road, Weedon Loop, Lakefront Drive, Cliff Road, Warren Ranch Road, Long Trussell Road, and Merka Road
- BZO007C - Ferrill Creek Road, Democrat Road, House Cemetery Road, New Church Cemetery Road, Wheelock Road, Old Bundick Road, and Dick Elliott Road
- BZO008C - Leonard Road, Silver Hill Road, Pleasant Hill Road, Higgs Drive, Creekside Drive, Drummer Drive, Deer Crossing Drive, and J C Long Drive

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

10. Payment authorization to West in the amount of \$279.32 for the monthly subscription of law books for the County Attorney's Office; the amount of invoice exceeded amount of invoice.

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

11. Payment authorization to AMA Towing in the amount of \$175.00 to pay for emergency towing service on 3/4/2017; a purchase order could not be obtained in advance.

This payment authorization was requested by Fleet Services.

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

12. Request from the Information Technology Department to approve a Change Order to the TriTech Inform RMS project to acquire licensing for a Test environment. Half the cost of this change will be paid for by the City of Bryan.

A copy of the change order is attached.

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

13. Award contract # 17-260 for Jail Pharmaceuticals to Contract Pharmacy Services.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded Contract 17-260 Jail Pharmaceuticals to Contract Pharmacy Services. A



copy of the contract is attached.

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

14. Award of bid contract # 17-270 Hydrated Lime.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded Bid Contract 17-270 Hydrated Lime to Austin White Lime. A copy of the bid tabulation is attached.

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

15. Renewal of Contract #17-288R for Solid Waste Hauling and Recycling with Texas Commercial Waste.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded the Renewal of Contract 17-288R Solid Waste Hauling and Recycling to Texas Commercial Waste. A copy of the bid tabulation and renewal contract is attached.

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

16. Renewal of contract # 17-289R Landscape Maintenance with Green Teams, Inc.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded the Renewal of Contract 17-289R Landscape Maintenance to Green Teams, Inc. A copy of the bid tabulation and renewal of contract is attached.

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

17. Renewal of contract # 17-292R Cementitious Slurry with Southern Cement Slurry LLC.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded the Renewal of Contract 17-292R Cementitious Slurry to Southern Cement Slurry LLC. A copy of the renewal contract is attached.

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

18. Approval of contract # 17-294 with Strong Surveying for miscellaneous projects. Total contract not to exceed \$126,925.00.

A copy of the contract is attached.

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

19. Tax Refund Applications for the following:

- a. University Title - Payment in Error \$1,221.40
- b. Leslie Varisco Pinto - Overpayment \$5.13
- c. HSBC Bank - Overpayment \$138.82
- d. Corelogic Tax Services - Overpayment \$79.28
- e. Corelogic Tax Services - Overpayment \$485.13
- f. Corelogic Tax Services - Overpayment \$315.75
- g. Comerica Bank - Overpayment \$9,948.41
- h. Comerica Bank - Overpayment \$5,275.28
- i. Beneficial HSB Mortgage - Overpayment \$69.99

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

20. Budget Amendments.

Budget Amendments FY 16/17 26.1 - 26.7

- 26.1 Reallocate funds for District Clerk.
- 26.2 Reallocate funds for Records Management.
- 26.3 Reallocate funds for Sheriff's Office-Administration.
- 26.4 Transfer funds from General Fund Contingency to Information Technology.
- 26.5 Transfer funds from Non-Departmental to Information Technology.
- 26.6 Transfer funds from HOT Fund to Expo Expansion Capital Fund.
- 26.7 Transfer funds from Employee Clinic Fund to Capital Fund to facilitate accounting for the project.

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

21. 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 Commissioner Nancy Berry. Passed. 5-0. Ayes: Aldrich, Berry, Catalena, Cauley, Peters.

22. Payment of Claims.

Claims 7154041-7154225

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

23. Sheriff's report on inmate population.

Sheriff Chris Kirk stated there were 639 inmates in jail, 553 inmates are male and 85 are female, 56 have electronic monitors and 19 are pending for monitors.

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


There were no announcements.

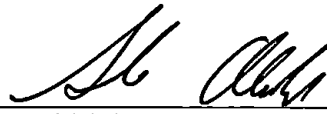
25. Call for Citizen input and/or concerns

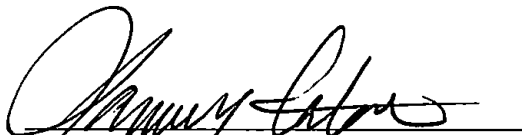
There was no citizen's input.

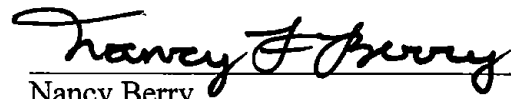
26. Adjourn.


The foregoing minutes of the Commissioners Court meeting held March 28, 2017 have been examined and are approved in open Court this 4th day of April, 2017, in Bryan, Brazos County, Texas.

  
Duane Peters  
County Judge

  
Steve Aldrich  
Commissioner, Precinct 1

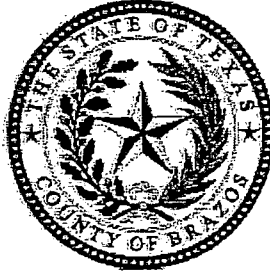
  
Sammy Catalena  
Commissioner, Precinct 2

  
Nancy Berry  
Commissioner, Precinct 3

  
Irma Cauley  
Commissioner, Precinct 4

Attest:

  
Karen McQueen  
County Clerk



**BRAZOS COUNTY  
BRYAN, TEXAS**

**NOTICE OF MEETING AND AGENDA**

**BRAZOS COUNTY COMMISSIONERS COURT**

**THE COMMISSIONERS COURT OF BRAZOS COUNTY WILL MEET IN  
REGULAR SESSION ON MARCH 28, 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 Aldrich
  2. Call for Citizen input and/or concerns
  3. Presentations and/or Discussions
    - a. Annual Update from the Brazos Valley Groundwater Conservation District.
    - b. Update from Emergency Management about the Local Emergency Planning Committee Grant 2016-2017 from TCEQ.

**Consider and take action on agenda items 4-22:**

4. Proclamation 17-016 recognizing the 183rd Recon Aviation Company on their Vietnam service.
5. Proclamation 17-017 declaring March 30, 2017 Bryan/College Station Chamber of Commerce "Chamber Day".
6. Approval for Barbara Roberts, Administrative Services Manager, Juvenile Department, to attend the Juvenile Detention Alternative Initiative (JDAI) National Fall Inter-Site Conference in Orlando, Florida on April 16-19, 2017
7. Approval of Donated Inmate Property of unclaimed clothing and misc items from the Jail.
8. Reappointment of the following to the Homeland Security Advisory Committee for the period of 4/1/2017 - 3/31/2018:
  - a. Eric Buske, Chief of Police, City of Bryan

FILED

2017 MAR 24 A 11:16

CLERK OF COUNTY CLERK

*Ken Roney*

- b. Patrick Corley, Executive Director, Brazos County 9-1-1 ECD
  - c. Jerry Henry, Emergency Management Coordinator, City of Bryan
  - d. Brian Hilton, Emergency Management Coordinator, City of College Station
  - e. Leslie Lutz, Assistant Emergency Management Coordinator, Texas A&M University
  - f. Steve Aldrich, County Commissioner Pct. 1, Brazos County
  - g. Monica Martinez, Emergency Management Coordinator, Texas A&M University
  - h. Randy McGregor, Fire Chief, City of Bryan
  - i. Michele Meade, Emergency Management Coordinator, Brazos County
  - j. Brandy Norris, Assistant Chief of Police, City of College Station
  - k. Jim Stewart, Chief Deputy, Brazos County Sheriff's Office
  - l. Kenneth Utz, Fire Captain, South Brazos County Fire Department
  - m. Curtis Darby, Assistant Police Chief, City of Bryan
  - n. Alison Prince, Executive Director, United Way of the Brazos Valley
  - o. Amy Hilburn, Director, Texas Veterinary Medical Reserve Corp
9. Request permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91- as part of continuing Disaster Recovery efforts from the May 26, 2016 Severe Storms:
- BZO003C - Peach Creek Road, White Switch Road and Blue Ridge Drive
  - BZO004C - Greens Prairie Road
  - BZO005C - Old Reliance Road – 3 locations, Kurten Lane, and Dilly Shaw Tap
  - BZO006C - Grassbur Road, Elmo Weedon Road, Weedon Loop, Lakefront Drive, Cliff Road, Warren Ranch Road, Long Trussell Road, and Merka Road
  - BZO007C - Ferrill Creek Road, Democrat Road, House Cemetery Road, New Church Cemetery Road, Wheelock Road, Old Bundick Road, and Dick Elliott Road
  - BZO008C - Leonard Road, Silver Hill Road, Pleasant Hill Road, Higgs Drive, Creekside Drive, Drummer Drive, Deer Crossing Drive, and J C Long Drive
10. Payment authorization to West in the amount of \$279.32 for the monthly subscription of law books for the County Attorney's Office; the amount of invoice exceeded amount of invoice.
11. Payment authorization to AMA Towing in the amount of \$175.00 to pay for emergency towing service on 3/4/2017; a purchase order could not be obtained in advance.
12. Request from the Information Technology Department to approve a Change Order to the TriTech Inform RMS project to acquire licensing for a Test environment. Half the cost of this change will be paid for by the City of Bryan.
13. Award contract # 17-260 for Jail Pharmaceuticals to Contract Pharmacy Services.
14. Award of bid contract # 17-270 Hydrated Lime.
15. Renewal of Contract #17-288R for Solid Waste Hauling and Recycling with Texas Commercial Waste.
16. Renewal of contract # 17-289R Landscape Maintenance with Green Teams, Inc.
17. Renewal of contract # 17-292R Cementitious Slurry with Southern Cement Slurry LLC.
18. Approval of contract # 17-294 with Strong Surveying for miscellaneous projects. Total contract not to exceed \$126,925.00.
19. Tax Refund Applications for the following:
- a. University Title - Payment in Error \$1,221.40

- b. Leslie Varisco Pinto - Overpayment \$5.13
- c. HSBC Bank - Overpayment \$138.82
- d. Corelogic Tax Services - Overpayment \$79.28
- e. Corelogic Tax Services - Overpayment \$485.13
- f. Corelogic Tax Services - Overpayment \$315.75
- g. Comerica Bank - Overpayment \$9,948.41
- h. Comerica Bank - Overpayment \$5,275.28
- i. Beneficial HSB Mortgage - Overpayment \$69.99

20. Budget Amendments.

Budget Amendments FY 16/17 26.1 - 26.7

21. Personnel Change of Status.

Personnel Action Forms

22. Payment of Claims.

23. Sheriff's report on inmate population.

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

25. Call for Citizen input and/or concerns

26. 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

28th DAY OF March, 2017  
10:00 AM/~~PM~~, \_\_\_\_\_

Name

(PLEASE PRINT)

KAREN McQUEEN

Shoukman

Michelle Meade

JASON WARE

Megan Haas

Alan M. Day

Chaplain of H. J. Jones

Nora Means

Melissa Perez

Katie Conner

Jim Stewart

Chris Kirk

Irene Jett

Bill Ballance

LAURA T DAVIS

Organization

(PLEASE PRINT)

County Clerk

County Clerk's Office

BCEM

BCEM

BV GCD

BV GCD

CHAPLAIN

Budget

RISK

Auditor

Chief Deputy - Sheriff's Office

Sheriff

Budget

TREAS

BRAZOS COUNTY  
COMMISSIONER'S COURT

28th DAY OF March, 2017  
10:00 AM/~~PM~~, \_\_\_\_\_

Name

(PLEASE PRINT)

Jennifer SalazarDonald LampoWM. CHARLES WENDTAlan MungerDoug VanceJames EdgePatrick GentryCandy Gallego

Organization

(PLEASE PRINT)

HRConstable Pct 2Preschl.R:BJUVENILECare. Bill FloresCitizenComm. Court



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: a. Annual Update from the Brazos Valley Groundwater Conservation District.  
TO: Commissioners Court  
DATE: 03/17/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

No Attachments Available



## BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT

P.O. Box 528 · HEARNE, TX 77859 · (979)279-9350 · FAX: (979)279-0035  
WWW.BRAZOSVALLEYGCD.ORG

March 27, 2017

To: Brazos County Commissioners

Re: Brazos Valley Groundwater Conservation District 2016 Annual Report

From: Alan M. Day  
General Manager, BVGCD

It is my pleasure to provide you with a copy of the 2016 Annual Report from the Brazos Valley Groundwater Conservation District. I greatly appreciate the support of the Court as the Board endeavors to conserve, preserve and protect the aquifers.

It was a busy year which saw the addition of an Educational & Conservation Outreach Coordinator to our staff reflecting the size, scope and commitment of the District to educating students and adults about water conservation. Water production from most all sectors was lower due to above average and timely rainfall.

Please take some time to review the Annual Report. If you have any questions, do not hesitate to contact me.

Best regards,

Alan M. Day  
General Manager, Brazos Valley GCD  
979-279-9350 (Office)  
817-774-6412 (Cell)  
[aday@brazosvalleygcd.org](mailto:aday@brazosvalleygcd.org)

## **2016 Annual Report to the Brazos County Commissioners Court**

### **Regional Planning:**

- The 2017 State Water Plan was approved by the Texas Water Development Board in July, 2016. Monitored their meetings closely and provided input as needed.
- GMA-12 met several times during 2016 working through the nine factors required by state law to be considered when setting desired future conditions. The five Districts involved are:
  - Brazos Valley GCD (Brazos, Robertson)
  - Mid-East Texas GCD (Madison, Leon, Freestone)
  - Post Oak Savannah GCD (Burleson, Milam)
  - Fayette County GCD
  - Lost Pines GCD (Lee, Bastrop)
  - Ten simulated model runs were done addressing current and anticipated pumping in each of the districts and the effect of that pumping on the current desired future conditions within the districts. The runs included modeling all permits issued pumping 100% of permitted water through 2070 and a "ramp up" run of over the same time period. This included the Vista Ridge project sending 50,000 acre feet/year (35,000 Simsboro, 15,000 Carrizo) along the I-35 corridor to San Antonio.
  - The adoption of the proposed desired future conditions occurred April 15, 2016.
  - Two public hearings were held within the District receiving comment on the proposed DFC for each aquifer. One meeting was held at the District Office in Hearne and the other in College Station.
  - All comments were considered by the GMA 12 representatives with no changes to the DFCs occurring as a result of the public input.
  - Each comment is currently being addressed in an explanatory report that must accompany the final adoption of the desired future conditions. It is anticipated the final draft explanatory report and final adoption of the GMA 12 DFCs will occur during a meeting in April, 2017.
  - Once finally adopted, the DFCs for each individual district are required to be approved by that district within 60 days of GMA 12 action.

### **Monitoring Well Network:**

- 144 wells are currently in the network with about 80% measured quarterly during 2016.
- Water level measurements are the basis upon which the aquifers are managed. The average of the measurements across the District determines the rate we are approaching the DFC.
- The proposed DFC for the Simsboro aquifer is 295'. This simply means that the District desires the artesian head (static level) to be no more than an average of 295' lower (average across the District) in 2070 than it was in 2000. This measurement is achieved by averaging well measurements, up dip and down, and comparing that to the modeled amount for 2070. In March, 2017 the District measurement was 28', well above our DFC. There has been a 9.5% reduction in artesian head pressure over the 17-year period. The current groundwater modeling tool had projected a 71.64' decline during over the same period of time.

### **Fees:**

- 2016 fees were as follows:
  - Public water supply production fees were assessed at \$0.0325/1000 gallons on the first 100,000,000 gallons produced; \$0.0425/1000 gallons produced thereafter.
  - Agricultural rate was \$0.125/acre foot.
  - Steam electric rate was \$0.25/acre foot.
  - Industrial rates were \$0.0425/1000 gallons produced.
  - 2017 rates will remain the same as 2016.

Fees collected in 2016 - \$603,406.09

#### **Grant Program:**

- Implemented in 2014.
- Anyone can apply for grant funds with a project that will demonstrably produce water conservation. Eight entities applied for grant funding in 2016. The Board opted not to fund any of the projects at this time.
- BVWaterSmart Lawn Irrigation Network rolled out in February, 2015. Involves a weather station/wireless rain gauge network that covers approximately 186 square miles in Brazos County. Entities involved include College Station, Bryan, Wellborn SUD, and Wickson Creek SUD. Bryan is a partner in the project but opted to self-fund their portion without using grant money.
  - Grant funds were used to establish a website/webmaster program to alert, via email push, homeowners as to the amount of water for lawn irrigation weekly throughout the year. This is also viewable over the internet.
  - KBTX Conservation Tips aired from mid-March through September to promote water conservation and promote the Irrigation Network. \$21,000 was dedicated to this effort in 2016.
  - During the March 15<sup>th</sup> to September 1<sup>st</sup> time period, the website received 167,000 hits driven almost entirely by the promotional advertisements.
  - The promotions are being done again in 2017 during the same time frame with \$31,000 dedicated.
  - BVWaterSmart was evaluated for effectiveness during the budget process in October, 2016. After a three year trial period, the Board voted to continue funding the program on a year by year basis.

#### **Rules:**

- The Board began working in mid-2014 using Rules Workshops and committee meetings to formulate a rule for enforcement of the desired future conditions. The Board worked monthly during 2015 to advance a rule for this purpose. The rule (Rule 7.2) was adopted on January 14, 2016 setting in place triggering mechanisms to ensure appropriate management methods are employed timely to prevent the breaching of desired future conditions.
- Rule 7.2 was modified in July, 2016 to correct a wording error which created an unintended consequence.
- Appropriate water level measurement protocols for all methods of measurement were adopted in August, 2016 after extensive stakeholder input.
- Stakeholder groups continued to work on a Conservation Credit Plan that incentivizes the employment of water conservation methods. Credits will be accrued by permit holders based on the methods on conservation used. The accrued credits will be available for use when a curtailment situation arises to soften the curtailment to that particular permit holder.

#### **Well Plugging:**

- A well plugging protocol was adopted by the Board in August, 2015 that mirrors the plugging rules established by the Texas Department of Licensing and Regulation except for:
  - Brazos River Alluvium wells must be plugged under a more stringent protocol to avoid contamination of the aquifer.
- A more robust well plugging program was put in place to incentivize the plugging of abandoned or deteriorated water wells. The District now pays 75% of the cost of plugging up to a \$1000 reimbursement.
- 12 wells plugged during 2016 under grant contracts.

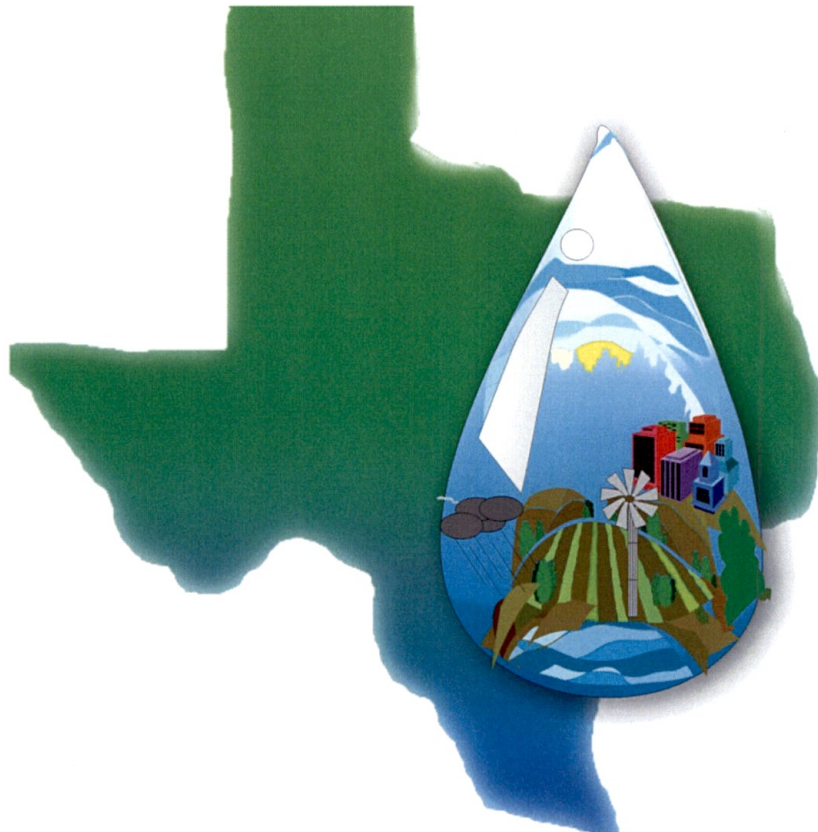
### **Education:**

- Hired Megan Haas on June 22, 2016 to become the District Education & Conservation Outreach Coordinator/Water Resource Specialist.
- Taught approximately 6,500 4<sup>th</sup>, 5<sup>th</sup>, and 7<sup>th</sup> grade students about water conservation, protection of the aquifers, how to avoid contamination, and the water cycle during 2016. 4,900 of the students were taught in individual classroom settings ranging in size from 12 to 40 students at a time.
- Distributed approximately 3,000 "Major Rivers" water curriculum packets for use in the 4<sup>th</sup> and 5<sup>th</sup> grade classrooms.
- This included every ISD in Robertson County and Brazos counties.
- Held the annual "Water Field Day" at the Franklin Ranch Community Park on October 25, 2016 solely for all Robertson County 5<sup>th</sup> grade students. 275 students along with their teachers and aides attended.
- Adult educational events sponsored or hosted by the District included BCS Earth Day, BCS Home & Garden Show, Texas Well Owners Network Workshop, and Texas A&M Farm Tour.

### **District Management Plan Update:**

- The District Management Plan was reviewed during 2014 and early 2015 as required under Chapter 36 of the Texas Water Code. Every five years, the Plan must reflect the updated goals and objectives of the District. Final adoption of the revised plan occurred on February 12, 2015. The Plan was submitted and accepted by the Texas Water Development Board shortly after adoption.
- The Plan will need to be revised once the DFCs are approved by the Board of Directors.

# **BRAZOS VALLEY GROUNDWATER CONSERVATION DISTRICT**



## **2016 ANNUAL REPORT**

**TO**

**BVGCD BOARD OF DIRECTORS**

**ON**

**ATTAINMENT OF MANAGEMENT PLAN OBJECTIVES**



**1. Implement Strategies Providing For the Most Efficient Use of Groundwater:**

**1a. Objective** – Require all existing and new non-exempt wells constructed within the boundaries of the District to be permitted by the District and operated in accordance with District Rules. In addition, the District will encourage all exempt wells constructed within the District boundaries to be registered with the District.

**1a. Performance Standard** – The number of exempt and permitted wells registered within the District will be reported annually in the District's Annual Report submitted to the Board of Directors of the District.

**1a. Performance Measurement** – A total of 35 new non-exempt wells were permitted during 2016. The District registered 79 exempt wells (34 in Brazos County, 22 in Robertson County, 23 oil and gas rig supply) in both counties combined. Totals for all wells ending 2016:

**Domestic/Livestock (Exempt) – 1383**

**Gas & Oil (Exempt) – 1085**

**Historic Use (Permitted) – 631**

**Operating (Permitted) – 208**

**Drilling/Operating (Permitted) - 142**

**1b. Objective** – Regulate the production of groundwater by permitting wells within the District's boundaries based on beneficial use and in accordance with District Rules. Each year the District will accept and process applications for the permitted use of groundwater in the District, in accordance with the permitting process established by District Rules. The District will regulate the production of groundwater from permitted wells by verification of pumpage volumes using meters.

**1b. Performance Standard** –The number and type of applications made for permitted use of groundwater in the District, number and type of permits issued by the District, and amount of groundwater permitted will be included in the Annual Report given to the Board of Directors.

**1b. Performance Measurement** –

**Number of applications for permitted use: 35**

**Type of applications made/permits issued**

- **Agricultural Irrigation – 11/11**
- **Industrial – 24/24**
- **Municipal – 0/0**
- **Rural Public Water Supply – 0/0**
- **Steam Electric – 0/0**

**2016 Permitted Water Production in Acre Feet by Aquifer/User Group**  
**(New Permits Issued in 2016)**

	<b>Agricultural</b>	<b>Industrial</b>	<b>Municipal</b>	<b>Rural Water</b>	<b>Steam Electric</b>	<b>Transported</b>	<b>Total Permitted</b>
<b>BRA</b>	4,488.00	227.5					4,715.50
<b>Hooper</b>							0.0
<b>Simsboro</b>							0.0
<b>Calvert Bluff</b>		2.65					2.65
<b>Carizzo</b>		0.0					0.0
<b>Queen City</b>		490.94					490.94
<b>Sparta</b>		723.00					723.00
<b>Yegua- Jackson</b>		26.04					26.04
<b>Gulf Coast</b>							0.00
	4,488.00	1,470.13	0.00	0.00	0.00	0.00	5,958.13

**1b. Performance Standard** – Actual annual pumpage from each metered well within the District will be reported annually and compared to the amount permitted for that well. This information will be included in the District's Annual Report submitted to the Board of Directors of the District.

**1b. Performance Measurement** – A spreadsheet detailing the 2016 actual water production, permitted allowance, and fees for each metered well in the District are shown below:

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
Brazos River Authority	BVHU-0246	5.30	1.92	\$ 26.59
Coomer, Melanie	BVOP-0008	1.10	0.13	\$ 1.80
Lake Limestone Water, Inc	BVHU-0302/BVOP-0134	40.75	14.39	\$ 199.28
Lake Limestone Water, Inc	BVHU-0303/BVOP-0135	80.51	21.95	\$ 303.98
Nerro Supply	BVHU-0983/BVOP-0155	15.00	14.96	\$ 207.18
Rimrock Beefmasters, LLC	BVOP-0002	2.69	0.22	\$ 3.05
Robertson County WSC	BVHU-0015/BVOP-0130	259.60	207.19	\$ 2,869.31
Robertson County WSC	BVHU-0016/BVOP-0131	236.40	77.26	\$ 1,069.95
Robertson County WSC	BVHU-0017	134.50	29.36	\$ 406.60
Robertson County WSC	BVHU-0018/BVOP-0132	71.50	88.48	\$ 1,225.33
Running Creek RV Park	BVOP-0139	8.00	0.53	\$ 7.34
Tri-County SUD	BVHU-0023	119.30	118.44	\$ 1,640.24
Tri-County SUD	BVHU-0024	84.00	75.63	\$ 1,047.37
Tri-County SUD	BVDO-0188	145.51	0.00	\$ -
Twin Creek WSC	BVHU-0019	63.31	47.94	\$ 663.91
Twin Creek WSC	BVHU-0020	53.06	51.07	\$ 707.25
Twin Creek WSC	BVHU-0021	96.07	47.76	\$ 661.41
Twin Creek WSC	BVHU-0022	25.59	0.00	\$ -
Watson, George	BVOP-0170	1.60	0.56	\$ 7.76
Wellborn SUD	BVDO-0014	1935.00	137.05	\$ 1,897.96
Wellborn SUD	BVHU-0058/BVOP-0136	1153.35	738.52	\$ 10,227.52
Wickson Creek - Robertson	BVHU-0031	55.00	35.69	\$ 494.26
Rural Robertson County		4587.14	1709.05	\$ 23,668.07
Brazos Valley Septic & Water	BVHU-0981/BVOP-0153	5.00	3.68	\$ 50.96
Nasir Veerani dba Wheelock Express	BVDO-0196	1.00	1.00	\$ 13.85
Nerro Supply	BVHU-0980/BVOP-0150	15.00	12.80	\$ 177.26
Nerro Supply	BVHU-0982/BVOP-0151	30.00	22.86	\$ 316.58
Nerro Supply	BVHU-0984/BVOP-0152	26.00	22.30	\$ 308.83
Nerro Supply	BVHU-0985/BVOP-0154	26.00	24.67	\$ 341.65
Wellborn SUD	BVHU-0053	278.30	466.02	\$ 6,453.76
Wellborn SUD	BVHU-0054	258.13	0.00	\$ -
Wellborn SUD	BVHU-0055	225.87	257.75	\$ 3,569.49
Wellborn SUD	BVHU-0056	225.87	284.42	\$ 3,938.84
Wellborn SUD	BVHU-0057	297.125	346.63	\$ 4,800.36
Wellborn SUD	BVOP-0174	125.815	0.00	\$ -
Wickson Creek - Brazos	BVDO-0042	700.00	700.86	\$ 9,705.98
Wickson Creek - Brazos	BVDO-0142	400.00	0.00	\$ -
Wickson Creek - Brazos	BVHU-0027	518.00	402.91	\$ 5,579.77
Wickson Creek - Brazos	BVHU-0028	72.00	0.00	\$ -
Wickson Creek - Brazos	BVHU-0029	335.00	0.00	\$ -
Wickson Creek - Brazos	BVHU-0030	591.00	447.53	\$ 6,197.69
Wickson Creek - Brazos	BVOP-0048	500.00	529.58	\$ 7,333.98
Rural Brazos County		4630.11	3523.01	\$ 48,788.99

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
Bremond, City of	BVHU-0412/BVOP-0145	40.00	0.00	\$ -
Bremond, City of	BVHU-0413/BVOP-0146	60.00	0.00	\$ -
Bremond, City of	BVHU-0414/BVOP-0147	84.00	21.41	\$ 296.50
Bremond, City of	BVHU-0415/BVOP-0148	123.00	49.33	\$ 683.15
Bremond, City of	BVHU-0416/BVOP-0149	134.00	41.54	\$ 575.27
Calvert, City of	BVOP-0010	100.00	0.00	\$ -
Calvert, City of	BVOP-0011	182.00	41.56	\$ 575.55
Calvert, City of	BVOP-0012	273.00	168.27	\$ 2,330.32
Franklin, City of	BVDO-0054	126.00	141.90	\$ 1,965.13
Franklin, City of	BVOP-0027	116.00	2.03	\$ 28.11
Franklin, City of	BVOP-0028	116.00	37.47	\$ 518.91
Franklin, City of	BVOP-0029	116.00	10.48	\$ 145.13
Hearne, City of	BVHU-0011	494.00	94.08	\$ 1,302.88
Hearne, City of	BVHU-0012	577.00	478.92	\$ 6,632.40
Hearne, City of	BVHU-0013	312.00	0.00	\$ -
Hearne, City of	BVHU-0014	474.00	351.93	\$ 4,873.76
				\$ -
<b>Municipal Robertson</b>		<b>3327.00</b>	<b>1438.92</b>	<b>\$ 19,927.12</b>
Bryan, City of	BVDO-0003	4838.00	1918.26	\$ 26,565.34
Bryan, City of	BVHU-0001	716.00	0.00	\$ -
Bryan, City of	BVHU-0002	686.00	0.00	\$ -
Bryan, City of	BVHU-0003	2286.54	76.92	\$ 1,065.24
Bryan, City of	BVHU-0004	1413.53	0.00	\$ -
Bryan, City of	BVHU-0005	3020.04	1858.02	\$ 25,731.10
Bryan, City of	BVHU-0006	3784.56	2792.25	\$ 38,668.94
Bryan, City of	BVHU-0007	3492.51	626.58	\$ 8,677.30
Bryan, City of	BVHU-0008	3841.55	1816.01	\$ 25,149.32
Bryan, City of	BVHU-0009	3297.04	2547.71	\$ 35,282.39
Bryan, City of	BVHU-0010	3460.72	2400.61	\$ 33,245.25
Bryan, City of	BVHU-0041	2703.70	0.00	\$ -
College Station, City of	BVDO-0001	1290.00	302.90	\$ 4,194.76
College Station, City of	BVDO-0002	1290.00	433.43	\$ 6,002.43
College Station, City of	BVDO-0013	4839.00	3503.39	\$ 48,517.28
College Station, City of	BVDO-0053	2390.00	1446.84	\$ 20,036.81
College Station, City of	BVDO-0152	2855.00	0.00	\$ -
College Station, City of	BVHU-0038	2423.00	1806.68	\$ 25,020.11
College Station, City of	BVHU-0039	2386.00	1298.42	\$ 17,981.39
College Station, City of	BVHU-0040	2381.00	1764.21	\$ 24,431.96
College Station, City of	BVHU-0042	2726.00	2358.14	\$ 32,657.10
College Station, City of	BVHU-0043	2792.00	966.78	\$ 13,388.61
Texas A&M University	BVHU-0450	789.68	441.93	\$ 6,120.14
Texas A&M University	BVHU-0451	753.53	354.80	\$ 4,913.51
Texas A&M University	BVHU-0452	235.43	199.30	\$ 2,760.04
Texas A&M University	BVHU-0453	745.88	437.83	\$ 6,063.36
Texas A&M University	BVHU-0454	2337.14	1337.60	\$ 18,523.98
Texas A&M University	BVHU-0455	2864.00	1497.60	\$ 20,739.76
Texas A&M University	BVHU-0456	2444.77	383.02	\$ 5,304.32
Texas A&M University	BVOP-0003	185.00	183.41	\$ 2,539.98
Texas A&M University	BVOP-0004	282.00	286.96	\$ 3,974.01
Texas A&M University	BVOP-0005	523.00	20.88	\$ 289.16
<b>Municipal Brazos</b>		<b>70072.62</b>	<b>33060.48</b>	<b>\$ 457,843.59</b>

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
Calvert Country Club	BVOP-0050	0.25	0.51	\$ 7.06
Calvert Country Club	BVOP-0051	7.52	3.64	\$ 50.41
Calvert Country Club	BVOP-0052	35.12	3.61	\$ 49.99
Calvert Country Club	BVOP-0053	35.11	5.97	\$ 82.68
Circle X Land & Cattle (SynFuels)	BVDO-0039	40.00	0.21	\$ 2.91
Covey Park Operating, LLC	BVOP-0255	0.97	0.97	\$ 13.43
Covey Park Operating, LLC	BVOP-0137	125.00	0.00	\$ -
Covey Park Operating, LLC	BVOP-0138	125.00	0.00	\$ -
Energy Transfer	BVDO-0038	3.30	0.17	\$ 2.35
Franklin ISD	BVDO-0056	65.00	28.77	\$ 398.43
Franklin ISD (Sports Field)	BVDO-0119	141.00	56.65	\$ 784.53
Neff, Charles	BVDO-0032	32.20	0.00	\$ -
Oak Grove Country Club	BVOP-0049	51.00	24.62	\$ 340.95
Major Oak Power, LLC	BVHU-0044	8.10	1.42	\$ 19.67
Major Oak Power, LLC	BVOP-0144	300.00	0.00	\$ -
Sanderson Farms, Inc. - Robertson	BVHU-0026/BVOP-0133	56.00	35.88	\$ 496.89
Siegert, Paul	BVOP-0160	5.00	0.00	\$ -
Skiles, Dr. Clifford	BVDO-0136	750.00	22.00	\$ 304.67
Tanos Exploration	BVOP-0261	1.55	1.55	\$ 21.47
Sunoco Logistics	BVOP-0200	2.00	0.00	\$ -
Trend Gathering & Treating, LP	BVDO-0004	2.00	0.00	\$ -
Trend Gathering & Treating, LP	BVOP-0163	2.00	0.00	\$ -
Union Pacific Railroad	BVOP-0230	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0231	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0232	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0233	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0234	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0235	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0236	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0237	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0238	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0239	150.00	0.00	\$ -
Union Pacific Railroad	BVOP-0254	150.00	0.00	\$ -
XTO Energy	BVOP-0212	25.00	8.81	\$ 122.01
XTO Energy	BVOP-0213	25.00	10.87	\$ 150.54
XTO Energy	BVOP-0214	25.00	24.36	\$ 337.35
Industrial Robertson		3513.12	230.01	\$ 3,185.33

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
1980 Phillips Group, LLC	BVHU-0069	154.60	128.33	\$ 1,777.20
Anadarko Petroleum	BVDO-0204	39.00	39.00	\$ 540.10
Anadarko Petroleum	BVDO-0205	39.00	39.00	\$ 540.10
Anadarko Petroleum	BVOP-0256	39.00	39.00	\$ 540.10
Anadarko Petroleum	BVOP-0257	39.00	39.00	\$ 540.10
Borski, Dorothy	BVOP-0172	56.00	0.00	\$ -
Brooks, James M. (GEO 3)	BVDO-0099	20.00	0.00	\$ -
Bryan Texas Utilities	BVHU-0154	177.44	80.08	\$ 1,109.00
C-3 College Station, LLC	BVDO-0201	22.00	6.91	\$ 95.69
Creek Meadow Partners	BVDO-0207	25.00	0.00	\$ -
Homestead U	BVDO-0124	22.00	2.14	\$ 29.64
Circle D Nurseries	BVDO-0028	1.34	0.72	\$ 9.97
DeVore, Jason	BVDO-0021	5.00	0.00	\$ -
Fortex Grass	BVDO-0019	1.00	0.63	\$ 8.72
GLP Technologies	BVHU-0092	5.00	0.25	\$ 3.46
Grid Raceplex Holdings, Ltd.	BVOP-0177	30.00	0.00	\$ -
Grid Raceplex Holdings, Ltd.	BVOP-0178	30.00	0.00	\$ -
Grid Raceplex Holdings, Ltd.	BVOP-0179	30.00	0.00	\$ -
Halcon Resources	BVDO-0157	70.00	0.00	\$ -
Halcon Resources	BVDO-0158	2.00	0.00	\$ -
Halcon Resources	BVDO-0161	70.00	0.00	\$ -
Halcon Resources	BVDO-0162	35.00	0.00	\$ -
Halcon Resources	BVDO-0163	35.00	0.00	\$ -
Halcon Resources	BVDO-0166	35.00	0.00	\$ -
Halcon Resources	BVDO-0171	30.00	0.00	\$ -
Halcon Resources	BVDO-0175	30.00	0.00	\$ -
Halcon Resources	BVDO-0177	75.00	0.00	\$ -
Halcon Resources	BVDO-0180	70.00	0.00	\$ -
Halcon Resources	BVDO-0182	70.00	0.00	\$ -
Halcon Resources	BVDO-0183	70.00	0.00	\$ -
Halcon Resources	BVDO-0190	70.00	0.00	\$ -
Halcon Resources	BVOP-0190	70.00	0.00	\$ -
Halcon Resources	BVOP-0191	70.00	0.00	\$ -
Halcon Resources	BVOP-0192	70.00	0.00	\$ -
Halcon Resources	BVOP-0193	70.00	0.00	\$ -
Halcon Resources	BVOP-0194	70.00	0.00	\$ -
Halcon Resources	BVOP-0195	70.00	0.00	\$ -
Halcon Resources	BVOP-0196	70.00	0.00	\$ -
Halcon Resources	BVOP-0197	70.00	0.00	\$ -
Halcon Resources	BVOP-0198	70.00	0.00	\$ -
Halcon Resources	BVOP-0205	70.00	0.00	\$ -
Halcon Resources	BVOP-0216	30.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVDO-0212	150.00	150.00	\$ 2,077.30
Hawkwood Energy Operating, LLC	BVDO-0213	150.00	150.00	\$ 2,077.30
Hawkwood Energy Operating, LLC	BVOP-0176	100.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVOP-0184	80.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVOP-0185	120.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVOP-0186	200.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVOP-0187	200.00	0.00	\$ -
Hawkwood Energy Operating, LLC	BVOP-0269	150.00	150.00	\$ 2,077.30
Hawkwood Energy Operating, LLC	BVOP-0270	150.00	150.00	\$ 2,077.30
Hawkwood Energy Operating, LLC	BVOP-0271	150.00	150.00	\$ 2,077.30
Hawkwood Energy Operating, LLC	BVOP-0272	150.00	150.00	\$ 2,077.30
Hill Ranch	BVOP-0218	150.00	0.00	\$ -
Knife River Corporation	BVDO-0117	150.00	16.27	\$ 225.32
Knife River Corporation	BVOP-0158	32.00	2.18	\$ 30.19
Marlin Energy Resources, LLC	BVDO-0159	120.00	0.00	\$ -
Marlin Energy Resources, LLC	BVDO-0160	120.00	0.00	\$ -
Melvin Estate	BVOP-0182*	110.00	0.00	\$ -
Millican United Methodist Church	BVDO-0143	5.00	1.28	\$ 17.73



Miremont One Golf Course	BVOP-0024	78.85	147.07	\$ 2,036.72
Miremont One Golf Course	BVOP-0025	224.28	134.86	\$ 1,867.63
Miremont One Golf Course	BVOP-0026	432.74	428.58	\$ 5,935.26
Mustang SWD Operating, LLC	BVDO-0199	2.00	0.00	\$ -
Opersteny, Steve	BVHU-0457	530.00	0.00	\$ -
Price, David	BVOP-0173	19.36	0.00	\$ -
Sahara Reality Group	BVDO-0024	10.00	0.00	\$ -
Sanderson Farms, Inc. - Brazos	BVDO-0140	0.00	0.00	\$ -
Sanderson Farms, Inc. - Brazos	BVHU-0025	2057.00	1277.69	\$ 17,694.30
Sharp, John	BVDO-0156	200.00	18.41	\$ 254.95
Stripes, LLC	BVDO-0135	1.00	0.09	\$ 1.25
Stylecraft Builders Inc.	BVDO-0081	5.00	21.99	\$ 304.53
Industrial Brazos		7974.61	3323.48	\$ 46,025.77

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
Anderson Estate	BVHU-1070	600.00	0.00	\$ -
Anderson Estate	BVHU-1071	600.00	19.82	\$ 2.48
Brien, James & Ellen	BVDO-0134	542.00	94.72	\$ 11.84
Burnett, David	BVDO-0009	242.00	0.00	\$ -
Carpenter, Dale	BVDO-0100	117.00	0.53	\$ 0.07
Circle X Camp Cooley Ranch, Ltd.	BVDO-0017	110.00	0.00	\$ -
Circle X Camp Cooley Ranch, Ltd.	BVDO-0025	110.00	0.00	\$ -
Circle X Camp Cooley Ranch, Ltd.	BVDO-0026	110.00	0.76	\$ 0.10
Circle X Camp Cooley Ranch, Ltd.	BVDO-0027	110.00	0.00	\$ -
Circle X Camp Cooley Ranch, Ltd.	BVOP-0001	110.00	0.00	\$ -
Circle X Land & Cattle	BVHU-0433*	280.00	0.12	\$ 0.02
Circle X Land & Cattle	BVHU-0434*	280.00	0.00	\$ -
Circle X Land & Cattle	BVHU-0435*	2800.00	2.62	\$ 0.33
Circle X Land & Cattle	BVHU-0436*	56.00	0.00	\$ -
Circle X Land & Cattle	BVHU-0438*	56.00	0.00	\$ -
Circle X Land & Cattle	BVHU-0439*	56.00	0.00	\$ -
Conn, Larry	BVDO-0018	35.00	9.21	\$ 1.15
Conn, Larry	BVDO-0046	35.00	11.14	\$ 1.39
Conn, Larry	BVOP-0094	35.00	0.00	\$ -
Connatser, William	BVDO-0098	100.00	0.00	\$ -
Corpora, Vence	BVDO-0055	600.00	119.56	\$ 14.95
Corpora, Ryan, Sloat	BVDO-0090	600.00	201.06	\$ 25.13
Corpora, Ryan, Sloat	BVDO-0091	700.00	137.20	\$ 17.15
Epps, Frank N	BVOP-0047	30.00	0.06	\$ 0.01
Fazzino, Lee	BVHU-1025	560.00	0.00	\$ -
Gregurek, Edward L.	BVDO-0037	26.00	1.83	\$ 0.23
Liem HOA Poultry, LLC	BVDO-0184	35.00	0.05	\$ 0.01
Liem HOA Poultry, LLC	BVDO-0185	35.00	6.73	\$ 0.84
Liem HOA Poultry, LLC	BVDO-0186	35.00	0.00	\$ -
Liere Dairy	BVDO-0118	720.00	245.62	\$ 30.70
Liere Dairy	BVHU-1101	254.00	144.61	\$ 18.08
Liere Dairy	BVHU-1102	720.00	57.37	\$ 7.17
Lockhart, Bart	BVHU-0142	160.00	2.36	\$ 0.30
Mackey, Willis	BVDO-0103	20.00	0.18	\$ 0.02
Neal, Murray	BVDO-0102	24.00	0.43	\$ 0.05
Philipello, Nathan	BVDO-0147	30.00	16.37	\$ 2.05
Philipello, Nathan	BVDO-0148	30.00	9.86	\$ 1.23
Philipello, Nathan	BVDO-0149	30.00	0.00	\$ -
Rampy, Ty	BVOP-0017	125.00	0.00	\$ -
Rampy, Ty	BVOP-0018	125.00	0.00	\$ -
Reistino, Maria & Melissa	BVDO-0092	894.00	245.38	\$ 30.67
Rolke Ranch	BVHU-0143	45.00	0.00	\$ -
Rolke Ranch	BVHU-0144	15.00	0.00	\$ -
Rolke Ranch	BVHU-0145	30.00	0.00	\$ -
Rolke Ranch	BVHU-0146	45.00	0.00	\$ -
Skiles, Clifford III (Trey)	BVDO-0108	1400.00	1293.00	\$ 161.63
Skiles Family Partnership, C.A.	BVHU-1058	20770.00	11627.00	\$ 1,453.38
Smitherman, Robert	BVDO-0172	30.00	0.27	\$ 0.03
Smitherman, Robert	BVDO-0173	30.00	10.55	\$ 1.32
Smitherman, Robert	BVDO-0174	30.00	7.26	\$ 0.91
Watson, Richard	BVDO-0115	54.50	0.00	\$ -
Wright, Larry	BVOP-0156	100.00	73.22	\$ 9.15
Agricultural - Robertson		34686.50	14338.89	\$ 1,792.36

Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
A&F Farms (Dobrovolny, Jason)	BVOP-0119	30.00	0.00	\$ -
A&F Farms (Dobrovolny, Jason)	BVOP-0120	30.00	0.00	\$ -
A&F Farms (Dobrovolny, Jason)	BVOP-0121	40.00	0.00	\$ -
A&F Farms (Dobrovolny, Jason)	BVOP-0122	40.00	0.00	\$ -
A&F Farms (Dobrovolny, Jason)	BVOP-0123	40.00	0.00	\$ -
Brien, Jeff	BVDO-0113	120.00	0.00	\$ -
Carrabba Brothers	BVDO-0153	74.00	0.00	\$ -
Carrabba Brothers	BVOP-0165	56.67	0.00	\$ -
Carrabba Brothers	BVOP-0166	56.67	0.00	\$ -
Carrabba Brothers	BVOP-0167	56.66	0.00	\$ -
Circle X Land & Cattle	BVHU-0437*	56.00	0.00	\$ -
Dawson, Daniel	BVDO-0052	19.00	14.00	\$ 1.75
Forsthoff, Robert G.	BVHU-0502	20.00	0.00	\$ -
Forsthoff, Robert G.	BVHU-0503	20.00	0.00	\$ -
Forsthoff, Robert G.	BVHU-0504	20.00	0.00	\$ -
Greenwood, Kyle	BVDO-0123	60.00	3.35	\$ 0.42
Inguran, LLC dba Sexing Technology	BVDO-0126	280.00	124.68	\$ 15.59
Lampe, Michael	BVHU-0152	22.40	9.21	\$ 1.15
Lampe, Michael	BVHU-0153	22.40	9.21	\$ 1.15
McGuire, Charles	BVDO-0122	100.00	6.18	\$ 0.77
Melvin Estate	BVOP-0183*	165.00	0.00	\$ -
Messina Hoff Winery	BVDO-0075	80.00	4.50	\$ 0.56
Messina Hoff Winery	BVHU-0077A	4.30	1.88	\$ 0.24
Paull, Marcella	BVDO-0146	40.00	0.00	\$ -
Ruffino, Preston J. III	BVOP-0159	111.00	0.00	\$ -
Scasta, Robert Lee	BVOP-0157	60.00	0.00	\$ -
Wall, Jerry	BVOP-0164*	150.00	0.74	\$ 0.09
Wall, Jim	BVDO-0150*	200.00	0.00	\$ -
Wall, Jim	BVDO-0151*	200.00	0.00	\$ -
<b>Agricultural - Brazos</b>		<b>2174.10</b>	<b>173.75</b>	<b>\$ 21.72</b>
Name	Permit #	Permitted Amount	Water Prod. 2016 in ac/ft	Total Assessment
Oak Grove Management Co., LLC	BVDO-0031**	537.00	412.47	\$ 103.12
Oak Grove Management Co., LLC	BVOP-0020**	274.00	72.15	\$ 18.04
Major Oak Power, LLC	BVHU-0045**	2887.00	1517.02	\$ 379.26
Major Oak Power, LLC	BVHU-0046**	2508.00	1537.87	\$ 384.47
Major Oak Power, LLC	BVHU-0047**	2116.00	1611.33	\$ 402.83
<b>Steam Electric - Robertson</b>		<b>8322.00</b>	<b>5150.84</b>	<b>\$ 1,287.71</b>
<b>Grand Total</b>		<b>139287.20</b>	<b>62948.43</b>	<b>\$ 602,540.67</b>
* Dual use permits				
** Steam Electric permits				
Exceeded permitted production/not aggregated				

**1c. Objective** – Conduct ongoing monitoring of the aquifers underlying the District and the current groundwater production within the District, and then assess the available groundwater that can be produced from each aquifer within the District after sufficient data are collected and evaluated. Using this data and information developed for GMA-12 the District will re-evaluate availability goals as necessary and will permit wells in accordance with the appropriate production goals.

**1c. Performance Standard** – The District will conduct the appropriate studies to identify the issues and criteria needed to address groundwater management needs within the District's boundaries. Groundwater availability goals will take into consideration the GMA-12 planning and research of the hydrogeological and geologic characteristics of the aquifers, which may include, but not necessarily be limited to, the amount of water use, water quality, and water level declines.

**1c. Performance Measurement** – 149 wells are now being monitored across the District encompassing all aquifers. Of that number, 91 lie over the Carrizo-Wilcox group, 56 over the Brazos River Alluvium, Queen City, Sparta, and Yegua-Jackson. The total number of readings for all monitoring wells was 517. A comparison with previous years shows the well monitoring program remains robust and the most effective method to ascertain aquifer levels in relationship to the desired future conditions.

Total observations during 2016 decreased because the District staff moved from a monthly measurement program to quarterly at the recommendation of the District hydrologist. The total number of wells in the monitoring program decreased eliminating wells in close proximity to wells with long established measurement history and wells that were difficult to obtain accurate measurements or did not meet the strict measurement criteria adopted by the District Board during 2016.

- 2015 – 180 wells in the network – 1,048 measurements
- 2014 – 166 wells in the network – 1,344 measurements
- 2013 – 166 wells in the network – 1,278 measurements
- 2012 – 151 wells in the network – 816 measurements
- 2011 – 114 wells in the network – 404 measurements

Groundwater Management Area 12 (GMA 12) Desired Future Conditions (DFCs) for each of the managed aquifers were adopted in April, 2010. In early 2013, GMA 12 representatives began the re-evaluation of the DFCs as required by statute. The re-evaluated proposed DFCs were required to be adopted not later than May, 2016. GMA 12 representatives met the deadline adopting the proposed DFCs in April, 2016. Several groundwater availability model runs have been performed during the GMA 12 planning process to assess current and predicted future impact of production from each of the aquifers. The BVGCD database of readings was used to assist in verifying how well the current Groundwater Availability Model (GAM) predicts the drawdown of the aquifers. District data will also help improve prediction of the modeled available groundwater, if in fact drawdown levels are not what the model has predicted. Assessment of the past three years of monitoring well data compared to the GAM projected drawdown of the aquifers indicates the aquifers are responding more favorably than the GAM estimates. This is a positive development, but no assessment can be made at this time as to how relative the model is in predicting the drawdown as it relates to the DFC's of the regulated aquifers.

All hydrologists for the GMA-12 districts were instructed to analyze the current model, data developed within the respective groundwater districts, and determine if an update of the model is warranted and what costs might be associated with the update. That meeting occurred December 9, 2013 resulting in GMA-12 members instructing the hydrologists to contact the Texas Water Development Board (TWDB) about updating the model and a possible partnering with TWDB on the update. In November, 2014, TWDB published a

**Request for Qualifications (RFQ) for the aforementioned GAM update. Work on the GAM update was approved by the TWDB Board and should begin in 2016.**

**BVGCD committed \$130,000.00 to the improvement of the Central Queen City-Sparta/Carrizo-Wilcox Groundwater Availability Model (GAM). The update will focus on better defining faults and their impacts, surface/groundwater interaction along the Brazos and Colorado River basins, and improved definition of interaction between aquifers. This is a joint effort involving financial or in-kind service from Post Oak Savannah GCD, Mid-East Texas, GCD, Lost Pines GCD, and the Texas Water Development Board (TWDB). The GAM will likely be available for use by the districts within GMA 12 by 2018.**

**The Board declared the Brazos River Alluvium relevant for this round of DFC determination. The Alluvium was declared non-relevant but self-regulating in 2010 leading to no designation of a DFC. With relevancy declared, a DFC was determined and adopted as required by statute.**

**In December, 2016, the TWDB completed work on a groundwater availability model (GAM) for the Brazos River Alluvium. The newly developed model should aid in a more accurate determination of future DFCs for the aquifer.**

**1c. Performance Standard** – A progress report on the work of the District regarding the groundwater availability will be written annually, as substantial additional data are developed. The progress report will be included in the annual report to the District Board of Directors.

**1c. Performance Measurement** – The Brazos Valley Groundwater Conservation District (BVGCD) has inventoried pumping of permit holders for several years. Obtaining accurate data regarding the quantity of groundwater pumped is an important effort with data collected on a monthly or annual basis.

Water-level data are collected from a water-level monitoring network to evaluate water-level changes that occur throughout the year or over a number of years in response to changes in groundwater pumping. The data will continue to be collected and utilized as overall groundwater availability within the BVGCD is evaluated. Data being collected has been and will continue to be utilized in the GMA-12 regional water planning effort. Prior to the final adoption of the DFCs, revised estimates of groundwater availability will be developed based on the review of the groundwater pumping and well water-level data being collected and evaluated. Results from the BVGCD's efforts also will provide data for the Texas Water Development Board (TWDB) regional groundwater availability model used as a water resources planning tool.

From 2007 through 2016, GMA-12, composed of five groundwater districts, participated in the process of developing desired future conditions (DFCs). During that time the BVGCD was enhancing its inventory of groundwater pumping and initiating a program of water-level monitoring to provide data for continued evaluation of groundwater resources. The collection of water-level monitoring data by the BVGCD began during the latter part of 2010, with data before that time for a limited number of wells collected by the TWDB.

As part of the GMA-12 effort, estimates of Modeled Available Groundwater (MAG) were developed by the TWDB in the latter part of 2010 based on the

DFCs. The estimates of MAG within the BVGCD are given in Table 1. The Brazos Alluvium Aquifer was declared non-relevant and self-regulating during the 2010 round of DFC determination. The Board declared the Alluvium relevant for the 2016 DFC planning process.

**Table 1. Estimates of Groundwater Availability**

<b>Aquifer</b>	<b>Modeled Available Groundwater, ac-ft/yr</b>
<b>Carrizo</b>	<b>5,496</b>
<b>Queen City</b>	<b>529</b>
<b>Simsboro</b>	<b>96,185</b>
<b>Calvert Bluff</b>	<b>1,755</b>
<b>Hooper</b>	<b>316</b>
<b>Sparta</b>	<b>7,923</b>
<b>Yegua-Jackson</b>	<b>7,071</b>

**Table 2. Metered Groundwater Pumping, ac-ft/yr**

<b>Aquifer</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Carrizo</b>	<b>806.43</b>	<b>852.28</b>	<b>665.50</b>	<b>761.72</b>
<b>Queen City</b>	<b>64.40</b>	<b>496.57</b>	<b>189.78</b>	<b>99.62</b>
<b>Simsboro</b>	<b>64,106.92</b>	<b>62,946.34</b>	<b>56,638.46</b>	<b>54,237.29</b>
<b>Calvert Bluff</b>	<b>81.77</b>	<b>183.50</b>	<b>160.07</b>	<b>132.32</b>
<b>Hooper</b>	<b>794.24</b>	<b>1,065.07</b>	<b>1,084.25</b>	<b>909.16</b>
<b>Sparta</b>	<b>3,402.06</b>	<b>5,358.33</b>	<b>4,122.06</b>	<b>4,152.91</b>
<b>Yegua-Jackson</b>	<b>1,438.37</b>	<b>2,533.23</b>	<b>1,664.27</b>	<b>1,565.41</b>

#### **Water-Level Monitoring Data for 2009-2016**

As groundwater pumping occurs within the BVGCD, water levels are measured in wells screening the aquifers to evaluate their response to continuing pumping. The TWDB has had a program of measuring water levels in certain wells within the BVGCD for



decades. With that program, water levels were measured in about 21 wells on an annual basis. Beginning in 2009, the BVGCD also began measuring water levels in 5 additional wells screening sands of the Simsboro Aquifer.

The BVGCD expanded its water-level measuring program in the latter part of 2010 to include an additional 34 wells. The water-level was measured at least once in each of the wells and for some of the wells at least two times during the year. This water-level monitoring effort was in addition to the 21 wells that are a part of the TWDB water-level measuring network.

In 2011, the well water-level monitoring program was expanded further with water levels measured in additional wells that screened sands of the various aquifers providing water within the BVGCD. 114 wells were monitored at least once during the course of the year. Monitoring was done across all aquifers with most having at least 2 monitoring wells.

During 2012, 151 wells were monitored in the network. Several of these wells were not monitored during 2012 because steel tape measurements were ceased. This was in response to a report of possible damage done to one well.

The well monitoring program grew to 166 wells covering all eight of the relevant District aquifers during 2013. A minimum of two monitor wells are used in each of the aquifers. The City of Bryan Well #18 has been equipped with a well bubbling unit which allows the District and the city continuous to receive static water level measurements in real time.

In 2014, the well monitoring network was comprised of 164 wells covering all eight aquifers in the District. At least two wells were measured in each of these aquifers. Hydrographs were presented at each Board meeting reflecting an average of water level measurements taken each month.

During 2015, the monitoring wells network grew to 179 wells with heavy emphasis on adding wells in the unconfined portions of the aquifers. A high level of importance was placed on locating unconfined wells in the Hooper and Simsboro aquifers. Several were also located in both the Calvert Bluff and Queen City aquifers. District staff continues to search for wells, both confined and unconfined, in the Sparta and Carrizo aquifers. Some wells were taken out of the monitoring network do to their close proximity to other monitoring wells in the same aquifer with more measurement data.

Measurement of water levels in monitoring wells took a significant turn during 2016. A rigid measurement protocol was developed and adopted by the Board of Directors in August, 2016 placing strong emphasis on quality of data collected. Wells with storied historic data were given preferential placement in the data collection program. Multiple wells in close proximity and screening the same aquifer were evaluated with some being deleted from the network. Others were deleted because of the inability to meet the strict protocol established by the Board. Newly identified wells this historic data were evaluated and placed in the program.

149 wells are now encompassed in the well monitoring network. The measurements are now taken on a quarterly basis rather than monthly. The District hydrologist determined it was appropriate to measure quarterly with no resulting loss of accuracy occurring.

Board members at each permit hearing and board meeting are provided a table listing the modeled available groundwater assessed for each aquifer, the amount of water permitted in each aquifer or aquifer subdivision, and the amount of water pumped from each aquifer during 2009 through 2016.

2. **Implement Strategies to Control and Prevent Waste of Groundwater:**

**2a. Objective** – Apply a water use fee to the permitted use of groundwater in the District to encourage conservation-oriented use of the groundwater resources to eliminate or reduce waste.

**2a. Performance Standard** – Each year the District will apply a water use fee to the non-exempt permitted use of groundwater produced within the District pursuant to District rules. The amount of fees generated and the amount of water produced for each type of permitted use will be a part of the Annual Report presented to the District Board of Directors.

**2a. Performance Measurement** – In 2016, the District generated a gross total of \$614,028.68 through water production fees. Rebates to Public Water Supply permit holders were given at a rate of \$0.01/1000 gallons applying to the first 100,000,000 gallons produced. The net total water production fees generated for 2016 was \$603,794.78. The amount generated and actual water productions for each permit type are listed below.

<b><u>Type of Permit</u></b>	<b><u>Fees Generated</u></b>	<b><u>Water Used</u></b>
Agricultural (metered)	\$1,814.85	14,518.78 ac ft.
Agricultural (non-metered)	\$11,487.24	*91,897.90 ac ft.
Industrial	\$49,211.10	3,553.49 ac ft.
Municipal Water Supply	\$477,770.72	34,499.40 ac ft.
Rural Water Supply	\$72,457.06	5,232.06 ac ft.
Steam Electric	\$1,287.71	5,150.84 ac ft.
Water Transported	\$0.00	0.00 ac ft.
<b>Total Fees Generated (2016)</b>	<b>\$614,028.68</b>	
<b>Total Fees to Be Collected**</b>	<b>\$603,794.78</b>	

\*Unmetered agricultural irrigation permits are charged fees for the full permitted amount. No metered production is reported in the Brazos River Alluvium Aquifer.

\*\* - 8 Rural Water Supply entities received at total of \$4,559.04 in rebates.

\*\* - 7 Municipal Water Supply entities received at total of \$5,674.86 in rebates.

**2b. Objective** – Evaluate District rules annually to determine whether any amendments are necessary to decrease the amount of waste within the District.

**2b. Performance Standard** – The District will include a discussion of the annual evaluation of the District rules, and the determination of whether any amendments to the rules are necessary to prevent the waste of groundwater in the Annual Report of the District provided to the Board of Directors.

**2b. Performance Measurement** – The Board of Directors worked throughout 2015 to formulate and adopt a rule to enforce the desired future conditions of all aquifers managed by the District and create a Conservation Credit Plan. During the November 12<sup>th</sup> Board meeting, the directors voted to move the finalized language to a Public Rules Hearing on January 14, 2016. Only the rule pertaining to the enforcement of the desired future conditions was placed of the January 14<sup>th</sup> hearing agenda. Rule 7.2 (Enforcement of DFCs) was adopted by the Board on January 14, 2016. During the July 14, 2016 Rules Hearing, the Board adopted revisions to Rule 7.2 cleaning up language to more appropriately address the enforcement of the DFCs.

On August 11, 2016, the Board adopted water level measurement protocols via the Public Rule Hearing process. The protocols adopted are not a part of the rules but are specifically prescribed to be adopted through the rule making process.

**2c. Objective** – Provide information to the public and the schools within the District on the wise use of water to eliminate and reduce wasteful practices.

**2c. Performance Standard** – The District will include a page on the District’s website devoted to the wise use of water and providing tips to help eliminate and reduce wasteful use of groundwater. The District will provide information to local school districts including Texas Education Agency approved water curriculum and in-school presentations to encourage wise use of water and understanding of the significance of aquifers to District residents.

**2c. Performance Measurement** – A major reconstruction of the District website was launched early in December, 2012. One page is dedicated solely to water conservation tips for the home and homeowner landscape. The other is “Just for Kids”, an area that targets water conservation education at elementary school students.

The Palmer Drought Severity Index and the latest U.S. Drought Monitor is displayed, and refreshed weekly on the homepage. News articles relating to water and conservation are also easily accessed from the homepage. Visitors can download an application for a \$25 rebate on the purchase of a rain barrel for conservation purposes using one of the tabs. Well owners also have access to information relating to the cost share well plugging program bolstered by the District in 2014. The District now shares in the cost of plugging the well at a level of 75% of the total cost up to \$1000/well.

The “Major Rivers” water curriculum was distributed to all 4<sup>th</sup> grade students in Robertson County. This includes Mumford, Hearne, Calvert, Franklin, and Bremond ISD’s. This same curriculum was distributed to all 15 Bryan ISD 4<sup>th</sup> grade classes, all 9 College Station ISD 4<sup>th</sup> grade classes, and a few of the Bryan ISD 5<sup>th</sup> grade classes. Allen Academy, St. Joseph’s Catholic School, and Brazos Christian School also received the Major Rivers materials.

The curriculum includes sections covering water conservation and the ways to wisely use water. A total of approximately 3,000 were exposed to the water curriculum in 2016. The curriculum was distributed to every 4<sup>th</sup> grade student in both Brazos and Robertson counties and to those 5<sup>th</sup> grade classes in schools not previously serving the 4<sup>th</sup> grade.

Many of the above mentioned school districts were also provided in-class demonstrations of aquifer characteristics, the water cycle and its importance to the aquifers, and instruction on water conservation and its effect on the longevity of District aquifers. Approximately 4,900 students were exposed to the 45-60 minute teaching session. This included presentations to 4<sup>th</sup>, 5<sup>th</sup> and 7<sup>th</sup> grade classes. District staff now conducts laboratory sessions addressing water quality to all 7<sup>th</sup> grade students in the entire District.

1600 4<sup>th</sup> grade students from Bryan, College Station, and Caldwell ISDs were taught the importance of water conservation during the Brazos County Texas AgriLife Extension Service “Pizza Ranch” event held during September, 2016. The District was asked to be a part of the event and to focus on the importance of water and the conservation of the natural resource. This will be a yearly activity for the District.

The District annually organizes and conducts a “Water Conservation Field Days” for all the 5<sup>th</sup> grade students in Robertson County school districts. This included Hearne, Mumford, Calvert, Bremond, and Franklin ISD’s. The event, held at the Franklin Community Park focuses on the importance of water, water quality, how aquifers work, and water conservation. The students rotate through ten 15-minute sessions teaching the above mentioned subject matter. This years’ field day was held on October 25, 2016 with approximately 275 students attending the field day.

The District has implemented the BVWaterSmart Irrigation Network for the use

by homeowners in the District offering irrigation rates throughout the lawn growing season. This effort is a partnership between the City of Bryan, City of College Station, Wickson Creek SUD, and Wellborn SUD using funds awarded by the District for the purchase of weather stations, wireless rain gauges, establishment of a website, and a contract to gather information for homeowner use.

The District had a presence at both the BCS Home & Garden Show and Earth Day events to push the service to homeowners. The project is initially funded for three years, evaluated for effectiveness during the budgeting process and was funded for another three year period (2017-2019). The website associated with the project received over 167,000 between March 15<sup>th</sup> and September 1<sup>st</sup>.

District staff continues to press forward with public education sponsoring the Texas Well Owners Network workshop November 2, 2016 with more than 40 well owners attending. Water quality, well head protection, water conservation and aquifer characteristics were presented. The District co-sponsored the Tri-County Texas Agri-Life Extension Farm Tour held June 6, 2016 with 34 in attendance. The primary focus for the District was a presentation on the importance of leaching to enhance the efficiency of irrigation. On September 21, 2016, District staff gave a presentation to The Eagle newspaper journalists (4) covering aquifers, aquifer characteristics, water conservation, and aquifer protection.

3. **Implement Strategies to Address Conjunctive Surface Water Management Issues:**

**3a. Objective** – Encourage the use of surface water supplies where available, to meet the needs of specific user groups within the District.

**3a. Performance Standard** – The District will participate in the Region G Regional Water Planning process by attending at least one BGRWPG meeting annually and will encourage the development of surface water supplies where appropriate. This activity will be noted in the Annual Report presented to the District Board of Directors.

**3a. Performance Measurement** – The District was actively engaged in the Regional G Water Planning process during 2016. The General Manager attended the April 27th and September 14th meetings.



4. **Implement Strategies to Address Natural Resource Issues which Impact the Use and Availability of groundwater, and which are impacted by the Use of Groundwater:**

**4a. Objective** – Determine if there are any natural spring flows within the District that may be impacted by increased groundwater pumping.

**4a. Performance Standard** – Annually monitor water levels in at least 2 wells near natural spring flows, if found, for potential impact from groundwater production. Prepare an annual assessment statement and include in annual report to the District Board of Directors.

**4a. Performance Measurement** – An active search for flowing springs within the District is an ongoing effort. During 2012, three naturally flowing springs were initially identified in mid-November on the Mose Moody Heirs/Lafayette Moody Heirs property just north of Hearne, Texas in Robertson County. The springs were identified as water of Carrizo origin by the District hydrologist. Three Carrizo monitoring wells were identified and static water level measurement taken throughout the year to note the effect, if any, of pumping on spring flow.

During the late spring of 2014, the property on which the springs manifested was leased. The lessee asked that the District neither check spring flows nor the two monitoring wells on the Moody property. The District respected the wishes of both the property owner and the lessee.

District staff continues to search for and attempt to identify possible springs within the District boundaries. No new springs were identified during 2016.

**5. Implement Strategies to Address Drought Conditions:**

**5a. Objective** – A District staff member will download at least one Palmer Drought Severity Index (PDSI) map monthly. The Palmer Drought Severity Index map will be used to monitor drought conditions and will be used by the Board to determine trigger conditions provided by the District's Drought Contingency Plan.

**5a. Performance Standard** –The District will make an assessment of drought conditions in the District and will brief the District Board at each regularly scheduled Board meeting.

**5a. Performance Measurement** – District staff provided multiple drought assessment documents to the Board members at each of the 11 regular Board meetings in 2016. These included the most recent Palmer Drought Severity Index, Crop Moisture Index, U.S. Drought Monitor for Texas, and U.S. Seasonal Drought Outlook. Board members also are shown maps at each board meeting addressing current departure from normal precipitation. These slides show the 30-day, 60-day, and 90-day departure from the norm. There was no regular Board meeting held in December, 2016.

**5b. Objective** – Require 100 percent of entities that are mandated by the State of Texas to have drought contingency plans, to submit those plans to the District or follow the District's plan when applying for a permit from the District for water production.

**5b. Performance Standard** – Review 100 percent of the drought contingency plans submitted as a result of permitting, whenever permit applications for water production are received. The number of drought contingency plans required to be submitted by permitted entities to the District as part of the well permitting process and the number of drought contingency plans actually submitted to the District will be described in the Annual Report to the District Board.

**5b. Performance Measurement** – 35 permit applications were received during 2016 requiring a drought contingency plan, and each was in agreement to abide by the District Water Conservation Plan (DWCP) revised and adopted December 2, 2010. No permits were received in 2016 requiring a review of an existing drought contingency plan.

All applicants for permitted wells are required to sign the application attesting to the submission of their own drought contingency plan or the agreement to abide by the District Plan.

**5c. Objective** – The District drought contingency plan will be reviewed for effectiveness and needed updates once annually.

**5c. Performance Standard** – A report summarizing the findings of the annual review of the District drought contingency plan will be included in the Annual Report of the District Board of Directors.

**5c. Performance Measurement** – A District Drought Contingency Plan was developed and adopted November 4, 2010. The DDCP was reviewed by the Education/Conservation Committee on September 16, 2016. Following the annual review, the committee reported to the entire Board on October 13, 2016 there were no recommended amendments. This document is reviewed annually by the subcommittee during September or October. A subcommittee report is presented to the Board regarding any recommendations for updates, changes, or additions needed.

**6. Implement Strategies to Promote Water Conservation:**

**6a. Objective** - Require 100 percent of the water applicants requesting a permit for water production within the District to submit a water conservation plan, unless one is already on file with the District at the time of the permit application, or agree to comply with the District's adopted Water Conservation Plan.

**6a. Performance Standard** – Review 100 percent of the water conservation plans submitted as a result of permit requirements to ensure compliance with permit conditions. The number of water conservation plans required to be submitted by water permittees to the District that year as part of the well permitting process and the number of water conservation plans actually submitted to the District will be reported in the Annual Report to the District Board of Directors. If the permittee chooses to agree to follow the District's adopted Water Conservation Plan in lieu of submitting a water conservation plan, then that number will be indicated in the Annual Report to the District Board.

**6a. Performance Measurement** - 35 permit applications were received during 2016. No water conservation plans were received as a result of permitting requirements. All 35 applicants agreed to abide by the District Water Conservation Plan revised and adopted December 2, 2010.

- **Plans requiring Water Conservation Plans - 35**
- **Water Conservation Plans submitted – 0**
- **Water Conservation Plans reviewed – 0**
- **Applicants to abide by the District Water Conservation Plan – 35**

**6b. Objective** – Develop a system for measurement and evaluation of groundwater supplies.

**6b. Performance Standard** – Water level monitoring wells will be identified for Brazos River Alluvium, Yegua-Jackson, Sparta, Queen City, Carrizo, Calvert Bluff, Simsboro and Hooper aquifers. At least two (2) wells per aquifer will be monitored on an annual basis to track changes in static water levels.

**6b. Performance Measurement** – At this time 149 wells are in the monitoring network. The Brazos River Alluvium, Simsboro, Hooper, Sparta, Yegua Jackson, Queen City, Carrizo, and Calvert Bluff aquifers all have at least 2 monitoring wells. The District staff is working to cultivate monitoring wells in all of the aquifers. A total of 517 readings were taken during 2016. A report on well monitoring was given each month during the Board of Directors meeting. Below is a listing of monitored readings by aquifer.

Aquifer	Readings	# Monitor Wells
Hooper	56	18
Simsboro	180	57
Calvert Bluff	37	11
Carrizo	27	7
Queen City	12	3
Sparta	69	20
Yegua Jackson	29	9
Brazos River Alluvium	107	24
Total	517	149

**6c. Objective** – Assist in obtaining grant funds for the implementation of water conservation methods. Work with the appropriate state and federal agencies to facilitate bringing grant funds to various groups within the District boundaries to develop and implement water conservation methods. Work with local entities to help develop and implement water conservation methods. The District will meet with at least one state or federal agency annually in order to discuss bringing water conservation methods grant funds into the District.

**6c. Performance Standard** – Number of meetings held annually with at least one state or federal agency and the number of grants for water conservation methods applied for and obtained will be included in the annual report to the District Board of Directors.

**6c. Performance Measurement** –A meeting was held with Natural Resources Conservation Service to determine if any grant money was available and, if so, what categories would be eligible. This was done to facilitate bringing grant funds into the District for development of implementation of water conservation methods.

The meeting was held in Franklin August 15, 2016. A discussion was held about a possible cost-share program for farmers/irrigators using poor quality water creating irrigation efficiency issues. The NRCS staff agreed to look into the issue and see if something could be done.

The General Manager corresponded by email to Cameron Turner, TWDB, concerning agricultural grant money available to groundwater conservation districts and projects eligible for grant consideration. The email communications in September and December indicated there would be grant money available during 2017. Districts are required to submit a proposal if a District project is identified.

**6c. Performance Standard** – Once annually, the District will conduct a meeting to address potential District grant funding for water conservation projects. Following proposal submission, applications will be reviewed for possible District Board approval. The number of water conservation projects submitted and the number of projects approved for grant funding by the District will be reported in the Annual Report to the District Board.

**Request for Proposals for granting opportunities** was sent out to interested entities in early December, 2015. The District received 9 proposals prior to the January 23<sup>rd</sup> subcommittee meeting to discuss proposals received and develop recommendations to the Board.

The Grant Committee met on December 18, 2015 to discuss and formulate recommendations on the establishment the grant program parameters including initial funding available, sources of replenishment of grant funding, and acceptable levels of indirect costs associated with certain proposals. Recommendations were formulated and presented to the District Board during the February 11, 2016 meeting. No grant proposals were approved following independent assessments by each of the Board members.

The District renewed a commitment to continue grant obligations to The City of College Station, Wickson SUD, and Wellborn SUD regarding the BVWaterSmart Irrigation Network and its ongoing operations. This grant received approval during the November 10, 2016 Board meeting. The City of Bryan is also a partner in the program providing a weather station and wireless rain gauge locations but chose not to receive any grant funds.

Grant contracts associated with water well plugging continued during 2016. There were 12 entities that signed grant contracts with the District to engage in the plugging of a water well. Each of these contracts was fulfilled during 2016.



**7. Implement Strategies to Protect Water Quality:**

**7a. Objective** - Develop baseline water quality data and a system for continued evaluation of groundwater quality.

**7a. Performance Standard** – Develop general understanding of water quality within aquifers in the District based on TCEQ and TWDB data. Coordinate with TCEQ on water quality issues.

**7a. Long term water quality reports** taken by the TWDB over many years have been compiled by LBG-Guyton and made available to the directors. The material will be summarized for Board member use. Future plans are to incorporate the data into the District website and accessible to the general public.

Water samples are accepted at the District Office in an effort to help facilitate water sampling. Samples are delivered to the Texas A&M University Soil, Forage, and Water Laboratories. Copies of the results are obtained by the District for future reference. Four water samples were gathered by District staff for analysis during 2016.

**7b. Objective** – Require all water permittees that are required by the TCEQ to have well vulnerability studies prior to constructing a well, to provide evidence of the study to the District prior to construction of a well within the District.

**7b. Performance Standard** – Review all vulnerability studies submitted as a result of permit requirements to help ensure water quality protection.

**7b. Performance Measurement** – There were no wells submitted for permitting or construction that required well vulnerability studies. No well vulnerability studies were reviewed.

**7c. Objective** – Provide information to the general public and the schools within the District on the importance of protecting water quality.

**7c. Performance Standard** – The District will include a page on the District's web-site devoted to water quality issues and will provide information to water permittees on wellhead protection programs.

**7c. Performance Measurement** – A water quality page was added to the District website during the major reconstruction in December, 2012. Several pages deal with water quality protection including a well plugging page and well head protection through proper capping of unused wells.

All new wells drilled or existing wells within the District that were registered or permitted (excluding rig supply and fracturing supply wells) were provided two brochures addressing protection of the wellhead and proper well construction.

Approximately 4,900 4<sup>th</sup>, 5<sup>th</sup>, and 7<sup>th</sup> grade students in the College Station, Bryan, and all Robertson County ISDs were taught about protecting aquifers from contaminants and the importance of protecting the wellhead. This was done in conjunction with a teaching session that included aquifer characteristics, the water cycle, and water conservation.

**8. Implement Strategies to Assess Adopted Desired Future Conditions**

**8a. Objective** – At least once every three years, the District will evaluate well water level monitoring data and determine whether the change in water levels is in general conformance with the DFCs adopted by the District. The District will estimate total annual groundwater production for each aquifer based on the water use reports, estimated exempted use and other relevant information, and compare these production estimates to the MAGs.

**8a. Performance Standard** – At least once every three years, the General Manager will report to the District the water level data obtained from the monitoring wells in each aquifer, the average artesian head change for each aquifer calculated from the water levels of the monitoring wells in each aquifer, a comparison of the average artesian head change for each aquifer with the DFCs for each aquifer, and the District progress in conforming with the DFCs.

**During the September 10, 2015 Board meeting, John Seifert gave a presentation summarizing the data obtained from each of the wells monitored in all aquifers managed by the District. The presentation included the average head change in each of the aquifers calculated from data obtained from the monitoring wells within each respective aquifer, and how the artesian head calculated compared with the DFC established for each aquifer.**

**The presentation clearly indicated that the water production within the District is having a lesser effect than the current groundwater availability model predicts. The District is currently expanding the well monitoring effort is several of the minor aquifers that are not as heavily used but need more monitoring data. Unconfined wells are also being developed in each of the aquifers for incorporation into the average artesian reduction calculations. No presentation was given during 2016. The next presentation will occur during the March, 2017 Board meeting once winter water level measurements have been obtained.**

**8a. Performance Standard** – At least once every year, the General Manager will report to the District Board the total permitted groundwater production and the estimated annual groundwater production for each aquifer and compare these amounts to the MAGs.

**During each Permit Hearing, Board members are provided an informational sheet detailing the MAG, total permitted (to date) water production, and annual water production for the past year for each aquifer. The sheet for 2016 detailed water production (updated each February) for 2009-2016.**



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Emergency Management      NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: b. Update from Emergency Management about the Local Emergency Planning Committee Grant 2016-2017 from TCEQ.  
TO: Commissioners Court  
FROM: Michele Meade  
DATE: 03/21/2017  
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="#">Update to the LEPC Application for a TCEQ Grant.pdf</a>	Update to the LEPC Application for a TCEQ Grant	Cover Memo

## Update to the LEPC Application for a TCEQ Grant

---

### Approved Purchase List

Item Number	Budget Category	Item Description	Cost per unit	Unit	Quantity	Application Total
1	54 - Equipment	Area RAE Rapid Deployment kit	\$57,382.00	each	1	\$57,382.00
2	54 - Equipment	MultiRAE Pro PPB	\$5,291.70	each	4	\$21,166.80
3	54 - Equipment	ConneXt Pack kit	\$4,808.10	each	1	\$4,808.10
4	54 - Equipment	RAE link mesh repeaters <b>partially funded*</b>	\$2,432.88	each	4	<b>\$9,305.90</b>
Total:						\$92,662.80

Note: Items 1, 3, and 4 are being purchased for the College Station Fire Department HazMat Team as well as two of four units on Item 2. The other two of four units on Item 2 are being purchased for the Bryan Fire Department.



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Proclamation 17-016 recognizing the 183rd Recon Aviation Company on their Vietnam service.  
TO: Commissioners Court  
DATE: 03/23/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Proclamation-  
183rd Recon Aviation Company.pdf](#)

**Description**

Proclamation

**Type**

Cover Memo





## Proclamation

### *183<sup>rd</sup> Recon Aviation Company*

**WHEREAS** the 183<sup>rd</sup> Recon Aviation Company, call sign Seahorse, served with distinction in the Republic of Vietnam from 7 June 1966 through November 1971; and

**WHEREAS** during the time the unit served in Vietnam, the 183<sup>rd</sup> Recon Aviation Company received numerous awards and citations while supporting many other combat units, among them U.S. Infantry, Airborne, Artillery, Armor, Armored Cavalry, Ranger, Assault Helicopter, and Navy, as well as Army of the Republic of Vietnam, Vietnamese National Guard and South Korean combat forces; and

**WHEREAS** it is the mission of the veterans of the 183<sup>rd</sup> Recon Aviation Company, call sign Seahorse, to preserve our history, remember and honor our lost Seahorse brothers, renew and maintain relationships developed by serving in the 183<sup>rd</sup> during the Vietnam War; and

**WHEREAS** the 183<sup>rd</sup> Recon Aviation Company suffered eight killed in action and still has one missing in action, and has lost sixty-eight since the unit left Vietnam, thus every reunion is more important and meaningful as the unit's numbers continue to dwindle.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Brazos County Commissioners Court does hereby recognize the 183<sup>rd</sup> Recon Aviation Company on their Vietnam service during their 2017 biennial reunion, March 30 – April 2, 2017. We encourage all citizens of Brazos County to take the opportunity to honor the members of the 183<sup>rd</sup> Recon Aviation Company for their service.

**PROCLAIMED** this 28<sup>th</sup> day of March, 2017.

Duane Peters  
County Judge

Commissioner Steve Aldrich  
Precinct 1

Commissioner Sammy Catalena  
Precinct 2

Commissioner Nancy Berry  
Precinct 3

Commissioner Irma Cauley  
Precinct 4



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Proclamation 17-017 declaring March 30, 2017 Bryan/College Station Chamber of Commerce "Chamber Day".  
TO: Commissioners Court  
DATE: 03/23/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Proclamation-Chamber\\_Day.pdf](#)

**Description**

Proclamation

**Type**

Cover Memo



## Proclamation

### Chamber of Commerce Day

- WHEREAS** Brazos County has benefited from the many leadership, legislative, educational, economic development and community development programs and activities of the Bryan/College Station Chamber of Commerce; and
- WHEREAS** the Bryan/College Station Chamber of Commerce has unceasingly promoted quality growth and development for our community and has been a driving force in fostering enhanced educational opportunities, infrastructure improvements, leadership development, the creation of jobs, and a positive vision of the future; and
- WHEREAS** the Bryan/College Station Chamber of Commerce has distinguished itself as the voice of business in our community and has sought to achieve successful results for our entire community in a cooperative spirit with both cities and other organizations; and
- WHEREAS** the Bryan/College Station Chamber of Commerce has faithfully served our communities for more than 95 years, striving to enhance the economic well-being of the businesses in our communities; and
- WHEREAS** the Bryan/College Station Chamber of Commerce has chosen March 30, 2017 as a day to make the community AWARE of the Chamber and its programs, to become AWARE of the issues facing our businesses, to express its APPRECIATION to our local businesses for their investment in our community and to extend an invitation to non-member businesses to have ACCESS to the programs and activities of the Chamber by joining the approximately 1,400 current members of the Chamber who are committed to our Community.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Brazos County Commissioners Court does hereby recognize the day of March 30, 2017 as:

**Bryan/College Station Chamber of Commerce "Chamber Day"**

**PROCLAIMED** this 28<sup>th</sup> day of March, 2017

Duane Peters  
County Judge

Commissioner Steve Aldrich  
Precinct 1

Commissioner Sammy Catalena  
Precinct 2

Commissioner Nancy Berry  
Precinct 3

Commissioner Irma Cauley  
Precinct 4



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Juvenile NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Approval for Barbara Roberts, Administrative Services Manager, Juvenile Department, to attend the Juvenile Detention Alternative Initiative (JDAI) National Fall Inter-Site Conference in Orlando, Florida on April 16-19, 2017  
TO: Commissioners Court  
FROM: Doug Vance  
DATE: 03/14/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[ALN 2017 Inter-Site Convening -  
Orlando FL.docx](#)

**Description**

Memo

**Type**

Cover Memo



## BRAZOS COUNTY JUVENILE SERVICES DEPARTMENT

---

Doug Vance, PhD., Director  
Lupe M. Washington, Assistant Director

To: County Judge Duane Peters  
Commissioner Steve Aldrich  
Commissioner Sammy Catalena  
Commissioner Nancy Berry  
Commissioner Irma Cauley

From: Doug Vance, Executive Director  
Juvenile Department

Date: March 21, 2017

Re: Request for Approval for Out of State Travel

The Juvenile Department is requesting approval for Administrative Services Manager, Barbara Roberts to attend the Juvenile Detention Alternative Initiative (JDAI) National Fall Inter-Site Conference of which she is a member and on the executive board of Applied Leadership Network (ALN) in Orlando, Florida on April 16-19, 2017. The meetings will be held at the Rosen Centre, 9870 International Drive, Orlando, FL 32819.

All cost associated with this convening including flight, miscellaneous transportation, all meals, and conference hotel expenses will all be paid for by the Annie E Casey Foundation, 701 St Paul Street, Baltimore, MD.

**APPROVED**  
A handwritten signature in black ink, appearing to read "Duane Peters", is written over the word "APPROVED".  
Duane Peters  
County Judge  
3/28/17  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Brazos County Office of the Sheriff  
- Detention Center

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Approval of Donated Inmate Property of unclaimed clothing and misc items from the Jail.

TO: Commissioners Court

FROM: Mr. Wayne Dicky, CJM, CCE

DATE: 03/22/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

REQUIREMENTS: Approval

ACTION REQUESTED OR  
ALTERNATIVES: Approval

**ATTACHMENTS:**

**File Name**

[Donation-forms-2017-0314.pdf](#)

**Description**

Donation form back up 2017-0314

**Type**

Cover Memo



7

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

Date: 03/14/17

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

☐ Donation of County Property

☒ Acceptance of Donated Inmate Property  
(Requires signed inmate documentation - NO VALUE ASSESSED)

Item Description: Unclaimed clothing and Misc items.

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

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ SN/VIN #: \_\_\_\_\_

☐ Functional ☐ Non-Functional. Explain if Non-Functional \_\_\_\_\_

Additional Description/Information: Unclaimed clothing, jewelery, electronics and other misc items left  
by inmates leaving BCDC in the month of February.

Estimated Value: \_\_\_\_\_

Check box for Capital Asset (value/initial cost is over \$5000)

Acceptance of Donated Property	Donation of County Property
<p>Check the appropriate account based on estimated value of property being accepted:</p> <p><input type="checkbox"/> 61235000 (Donation - Other)*</p> <p><input type="checkbox"/> 60010000 (No Asset Tag - Under \$500)</p> <p><input type="checkbox"/> 67010000 (Minor Property - \$500 - \$4999)</p> <p><input type="checkbox"/> 80010000 (Capital Property - Over \$5000)</p>	<p>Check the appropriate entity property being donated to:</p> <p>Government Entity: <u>Brazos County Sheriff's Office</u> Organization Name</p> <p>Other (Due to Statutory requirements prior approval is required by Purchasing: <u>Brazos County Sheriff's Office</u> Organization Name</p>

\*Donation - Other to be used for funds donated to Brazos County for use of a non-county expenditure.

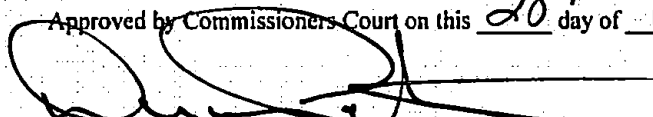
I certify that the above mentioned item has been donated or awarded to Brazos County. This item has been received in good faith and upon approval by Commissioner's Court will become a part of the General Fixed Asset Account of Brazos County. The determination to accept or reject the donation will be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

Requesting Department: Brazos County Sheriff's Office  
Department Name

Michael Luni  
Authorized Signature

Organization Receiving Donated Property: Michael Luni  
Authorized Signature

Approved by Commissioners Court on this 28<sup>th</sup> day of March, 2017

  
Commissioners Court Approval

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility 2.10.17.

JAIL ID#: 277781

SO#: 117818; 117818

This is to advise you, WHEATON, KAYNAEDRICK NAJEWAN, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                          |           |
|--------------------------|-----------|
| 1) <u>See next page.</u> | 6) _____  |
| 2) _____                 | 7) _____  |
| 3) _____                 | 8) _____  |
| 4) _____                 | 9) _____  |
| 5) _____                 | 10) _____ |

Signature of Inmate: Kaynaedrick Wheaton Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of Jailer: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Person designated to pick up property:

Name: Shelctres Barton

Address: 4016 Marsh St

Telephone: 979-575-2575

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)





BRAZOS COUNTY OFFICE OF THE SHERIFF  
CHRISTOPHER C. KIRK

W. JAMES STEWART, CHIEF DEPUTY  
WAYNE DICKY, JAIL ADMINISTRATOR

1700 Highway 21 West  
BRYAN, TEXAS 77803-1300

SO NUM: 117818

JAIL ID: 277781

INMATE'S NAME: WHEATON, KAYNAEDRICK NAJEWAN  
02/10/17

DATE:

To: \_\_\_\_\_

Please be advised that WHEATON, KAYNAEDRICK NAJEWAN has been transferred to a unit of the Texas Department of Criminal Justice as of this date. Mail and/or money orders will be returned to sender if received after this date.

You have been named by the inmate as the party designated to take possession of his/hers property. You will need a picture ID at the time the property is released.

Personal property will need to be picked up within (5) working days or will become the property of the Brazos County Sheriff's Office. **Failure to pick up the property will result in the property be deemed donated to the Brazos County Sheriff.** The property will be donated or disposed of to the person (s) and/or organization (s) of choice by the order of the Sheriff of Brazos County, Texas. This includes Television sets.

To avoid long wait times you can schedule a date to pick up the property. Call (979) 361-4911 (24 hour in advance) to schedule the pickup of the property between 1pm and 7pm daily.

Each unit has a different warden and the rules vary from one unit to another. An inmate may not receive mail, money, or visitors until the inmate receives a TDCJ number and writes you with the information you will need. An envelope is being furnished and postage will be provided by the Brazos County Sheriff's Office in order for each inmate to mail this letter. The inmate is responsible for filling out the form and the envelope.

Signature of Inmate \_\_\_\_\_

**Inmate Property  
Transferred to TDC**

**Name: WHEATON, KAYNAEDRICK NAJEWAN SO#: 117818 Date: 2/10/2017**

**List or property:**

<b>Held Property</b>
<b>BLK PANTS</b>
<b>SOCKS</b>

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility \_\_\_\_\_

JAIL ID#: 281087

SO#: 23120706

This is to advise you, STOVALL, FRANK LAMONT, JR , that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                          |                    |
|--------------------------|--------------------|
| 1) <u>Blue Pants</u>     | 6) <u>Socks</u>    |
| 2) <u>mix medication</u> | 7) <u>thermals</u> |
| 3) <u>2 Black shoes</u>  | 8) _____           |
| 4) <u>Grey shirt</u>     | 9) _____           |
| 5) <u>Blue boxes</u>     | 10) _____          |

Signature of Inmate: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of Jailer: C. Vay Date: 2/2/17 Time: 0338

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Person designated to pick up property:

Name: Sharon Stovall

Address: 1113 Calif  
BRYAN TEXAS

Telephone: 77803

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility 2/16/17

JAIL ID#: 280415

SO#: 109377

This is to advise you, MAXWELL, CALLIE MAE, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pick up and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to anyone other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                                     |           |
|-------------------------------------|-----------|
| 1) <u>RED FOLDER w/ MISC PAPERS</u> | 6) _____  |
| 2) _____                            | 7) _____  |
| 3) _____                            | 8) _____  |
| 4) _____                            | 9) _____  |
| 5) _____                            | 10) _____ |

Signature of Inmate: Callie Maxwell Date: 2/16/17 Time: 05:41

Signature of Jailer: [Signature] Date: 2-16-17 Time: 0541

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Person designated to pick up property:

Name: Veronica Noel

Address: P.O. Box 13

New Baden, TX 77800

Telephone: 979-779-8285

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)

BRAZOS COUNTY SHERIFF OFFICE

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility 02/21/2017

JAIL ID#: 278637

SO#: 84938

This is to advise you, JOHNSON, CHARLES LARRY, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pick up and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to anyone other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                           |           |
|---------------------------|-----------|
| 1) <u>PAIR BELT BOOTS</u> | 6) _____  |
| 2) <u>WHITE SHIRT</u>     | 7) _____  |
| 3) <u>BLK PANTS</u>       | 8) _____  |
| 4) <u>WHITE BOXERS</u>    | 9) _____  |
| 5) _____                  | 10) _____ |

Signature of Inmate: [Signature] Date: 2-21-17 Time: 0530

Signature of Jailer: [Signature] Date: 2-21-17 Time: 0530

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Person designated to pick up property:

Name: Robin Wolfe

Address: 1903 WATER OAK

BRYAN TX 77802

Telephone: 979-324-4999

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility \_\_\_\_\_

JAIL ID#: 277148

SO#: 104226

This is to advise you, ESPINOZA, MARCELINO, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                           |                       |
|---------------------------|-----------------------|
| 1) <u>Blk shoes</u>       | 6) <u>Am envelope</u> |
| 2) <u>Blk shorts</u>      | 7) <u>2</u>           |
| 3) <u>Blue shirt</u>      | 8) <u>Bible</u>       |
| 4) <u>Blk cellphone</u>   | 9) _____              |
| 5) <u>red and blk hat</u> | 10) _____             |

Signature of Inmate: \_\_\_\_\_

Date: 2-17-17

Time: 0525

Signature of Jailer: \_\_\_\_\_

Date: 2-17-17

Time: 0525

Property disposed by: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Person designated to pick up property:

Name: \_\_\_\_\_

Lillie Flores

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

1017 West 28th St #C

Bryan, TX 77803

Telephone: \_\_\_\_\_

346-314-6692

Signature of Officer Releasing Property \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_

Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)



BRAZOS COUNTY OFFICE OF THE SHERIFF  
CHRISTOPHER C. KIRK

W. JAMES STEWART, CHIEF DEPUTY  
WAYNE DICKY, JAIL ADMINISTRATOR

1700 Highway 21 West  
BRYAN, TEXAS 77803-1300

SO NUM: 77731

JAIL ID: 275846

INMATE'S NAME: DELEON, ARTEMIO VICTOR

DATE: 02/10/17

To: \_\_\_\_\_

Please be advised that DELEON, ARTEMIO VICTOR has been transferred to a unit of the Texas Department of Criminal Justice as of this date. Mail and/or money orders will be returned to sender if received after this date.

You have been named by the inmate as the party designated to take possession of his/hers property. You will need a picture ID at the time the property is released.

Personal property will need to be picked up within (5) working days or will become the property of the Brazos County Sheriff's Office. **Failure to pick up the property will result in the property be deemed donated to the Brazos County Sheriff.** The property will be donated or disposed of to the person (s) and/or organization (s) of choice by the order of the Sheriff of Brazos County, Texas. This includes Television sets.

To avoid long wait times you can schedule a date to pick up the property. Call (979) 361-4911 (24 hour in advance) to schedule the pickup of the property between 1pm and 7pm daily.

Each unit has a different warden and the rules vary from one unit to another. An inmate may not receive mail, money, or visitors until the inmate receives a TDCJ number and writes you with the information you will need.

An envelope is being furnished and postage will be provided by the Brazos County Sheriff's Office in order for each inmate to mail this letter. The inmate is responsible for filling out the form and the envelope.

Signature of Inmate \_\_\_\_\_

Inmate Property  
Transferred to TDC

Name: DELEON, ARTEMIO VICTOR SO#: 77731 Date: 2/10/2017

List or property:

Held Property
BLU SHORTS
LIGHTER
BLK SHIRT
MISC CARDS
BRN WALLET
BLK SANDLES

**BRAZOS COUNTY DETENTION CENTER  
INMATE PROPERTY DISPOSITION FORM**

Date Inmate Left Facility 2.10.17.

JAIL ID#: 275846

SO#: 77731; 77731;

77731; 77731

This is to advise you, DELEON, ARTEMIO VICTOR, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

**LIST OF PROPERTY**

- |                          |           |
|--------------------------|-----------|
| 1) <u>see next page.</u> | 6) _____  |
| 2) _____                 | 7) _____  |
| 3) _____                 | 8) _____  |
| 4) _____                 | 9) _____  |
| 5) _____                 | 10) _____ |

Signature of Inmate: [Signature] Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of Jailer: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Person designated to pick up property:**

Name: Brittany Carroll

Address: 1504 Alpine Circle #B

Telephone: (979) 412-6088

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility \_\_\_\_\_

JAIL ID#: 277721

SO#: 119962

This is to advise you, CHILCOTE, LLOYDELLISON, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                             |           |
|-----------------------------|-----------|
| 1) <u>Pair orange socks</u> | 6) _____  |
| 2) <u>Pair orange shoes</u> | 7) _____  |
| 3) <u>Blue shirt</u>        | 8) _____  |
| 4) <u>blue shorts</u>       | 9) _____  |
| 5) <u>red white boots</u>   | 10) _____ |
- [Handwritten signature and date "2-17-12" are visible over the list of property.]*

Signature of Inmate: \_\_\_\_\_ Date: 2-17-12 Time: 0515

Signature of Jailer: [Signature] Date: 2/17/12 Time: 0706

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Person designated to pick up property:

Name: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)



**BRAZOS COUNTY DETENTION CENTER  
INMATE PROPERTY DISPOSITION FORM**

Date Inmate Left Facility 2-10-17

JAIL ID#: 280538

SO#: 24141614

This is to advise you, COLBURN, DENNY LEE, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

**LIST OF PROPERTY**

- |                         |           |
|-------------------------|-----------|
| 1) <u>see next page</u> | 6) _____  |
| 2) _____                | 7) _____  |
| 3) _____                | 8) _____  |
| 4) _____                | 9) _____  |
| 5) _____                | 10) _____ |

Signature of Inmate: [Signature] Date: \_\_\_\_\_ Time: \_\_\_\_\_

Signature of Jailer: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Person designated to pick up property:**

Name: Wendy Ashmeyer

Address: 3834 Cr 151

Bd is TX 77831

Telephone: 936-218-0821

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)



BRAZOS COUNTY OFFICE OF THE SHERIFF  
CHRISTOPHER C. KIRK

W. JAMES STEWART, CHIEF DEPUTY  
WAYNE DICKY, JAIL ADMINISTRATOR

1700 Highway 21 West  
BRYAN, TEXAS 77803-1300

SO NUM: 24141614

JAIL ID: 280538

INMATE'S NAME: COLBURN, DENNY LEE

DATE: 02/10/17

To: \_\_\_\_\_

Please be advised that COLBURN, DENNY LEE has been transferred to a unit of the Texas Department of Criminal Justice as of this date. Mail and/or money orders will be returned to sender if received after this date.

You have been named by the inmate as the party designated to take possession of his/hers property. You will need a picture ID at the time the property is released.

Personal property will need to be picked up within (5) working days or will become the property of the Brazos County Sheriff's Office. **Failure to pick up the property will result in the property be deemed donated to the Brazos County Sheriff.** The property will be donated or disposed of to the person (s) and/or organization (s) of choice by the order of the Sheriff of Brazos County, Texas. This includes Television sets.

To avoid long wait times you can schedule a date to pick up the property. Call (979) 361-4911 (24 hour in advance) to schedule the pickup of the property between 1pm and 7pm daily.

Each unit has a different warden and the rules vary from one unit to another. An inmate may not receive mail, money, or visitors until the inmate receives a TDCJ number and writes you with the information you will need. An envelope is being furnished and postage will be provided by the Brazos County Sheriff's Office in order for each inmate to mail this letter. The inmate is responsible for filling out the form and the envelope.

Signature of Inmate \_\_\_\_\_

**Inmate Property  
Transferred to TDC**

**Name: COLBURN, DENNY LEE SO#: 24141614 Date: 2/10/2017**

**List or property:**

Held Property
BLK SHIRT
BLU JEANS
BRO SHOES
W/M WATCH

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility \_\_\_\_\_

JAIL ID#: 281056

SO#: 108949; 108949

This is to advise you, ARENAS, CHRISTOPHER JACOB, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. **Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).**

## LIST OF PROPERTY

- |                       |                |
|-----------------------|----------------|
| 1) <u>Blue shorts</u> | 6) <u>Book</u> |
| 2) <u>camo boxers</u> | 7) _____       |
| 3) <u>Blk socks</u>   | 8) _____       |
| 4) <u>grey shirt</u>  | 9) _____       |
| 5) <u>Blk shoes</u>   | 10) _____      |

Signature of Inmate: [Signature] Date: 2-17-17 Time: \_\_\_\_\_

Signature of Jailer: [Signature] Date: 2-17-17 Time: \_\_\_\_\_

Property disposed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Person designated to pick up property:

Name: megan weich

Address: ~~3250 MATTHEW DR~~

1006 Lee Ave

Telephone: 979-436-3004

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)

# BRAZOS COUNTY DETENTION CENTER INMATE PROPERTY DISPOSITION FORM

Date Inmate Left Facility \_\_\_\_\_

JAIL ID#: 261462

SO#: 114978

This is to advise you, AMAYA, DAVID RAFAEL MOLINA, that the Brazos County Office of the Sheriff will grant you a period of one week (five working days) to have anyone of your choice to pickup and/or receive any and all property that you have accumulated during your time incarcerated in the Brazos County Detention Center. In the event that no one has picked up your property after the expiration of one week (five working days), any and all property will be donated to the Brazos County Sheriff and disposed of to the person(s) or organization of choice by order of the Sheriff of Brazos County, Texas. Your property will not be released to any one other than the person you designate to pick it up, and can be picked up from the Release Lobby of the Brazos County Detention Center 1835 Sandy Point Rd. Bryan, TX 77803. To avoid long wait times schedule the pickup (24 hours in advance).

## LIST OF PROPERTY

- 1) Grey Jacket
- 2) Bro wallet
- 3) w/m necklace w/m ring
- 4) cellphone
- 5) 2 bro boots

- 6) blue pants
- 7) red shirt
- 8) 2 grey socks
- 9) black shirt
- 10) white underwear
- 11) orange folder w/ m's papers
- 12) blue folder w/ m's papers

13) 10 misc books  
14) pair of glasses

Signature of Inmate: \_\_\_\_\_

Date: 2-17-17 Time: \_\_\_\_\_

Signature of Jailer: \_\_\_\_\_

Date: 2/17/17 Time: 0339

Property disposed by: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Person designated to pick up property:

Name: Shirley Jo Flores

Address: 2913 Minnesota-

ave. Bryan Tx 77803

Telephone: 979-575-9598

Signature of Officer Releasing Property \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Person Pick up Property \_\_\_\_\_ Date: \_\_\_\_\_

(Include a copy of the person's identification that is picking up the property)



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Emergency Management

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Reappointment of the following to the Homeland Security Advisory Committee for the period of 4/1/2017 - 3/31/2018:

- a. Eric Buske, Chief of Police, City of Bryan
- b. Patrick Corley, Executive Director, Brazos County 9-1-1 ECD
- c. Jerry Henry, Emergency Management Coordinator, City of Bryan
- d. Brian Hilton, Emergency Management Coordinator, City of College Station
- e. Leslie Lutz, Assistant Emergency Management Coordinator, Texas A&M University
- f. Steve Aldrich, County Commissioner Pct. 1, Brazos County
- g. Monica Martinez, Emergency Management Coordinator, Texas A&M University
- h. Randy McGregor, Fire Chief, City of Bryan
- i. Michele Meade, Emergency Management Coordinator, Brazos County
- j. Brandy Norris, Assistant Chief of Police, City of College Station
- k. Jim Stewart, Chief Deputy, Brazos County Sheriff's Office
- l. Kenneth Utz, Fire Captain, South Brazos County Fire Department
- m. Curtis Darby, Assistant Police Chief, City of Bryan
- n. Alison Prince, Executive Director, United Way of the Brazos Valley
- o. Amy Hilburn, Director, Texas Veterinary Medical Reserve Corp

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Approval for reappointments

**ATTACHMENTS:**

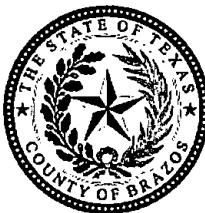
**File Name**

**Description**

**Type**

No Attachments Available

8

**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Emergency Management

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Reappointment of the following to the Homeland Security Advisory Committee for the period of 4/1/2017 - 3/31/2018:

- a. Eric Buske, Chief of Police, City of Bryan
- b. Patrick Corley, Executive Director, Brazos County 9-1-1 ECD
- c. Jerry Henry, Emergency Management Coordinator, City of Bryan
- d. Brian Hilton, Emergency Management Coordinator, City of College Station
- e. Leslie Lutz, Assistant Emergency Management Coordinator, Texas A&M University
- f. Steve Aldrich, County Commissioner Pct. 1, Brazos County
- g. Monica Martinez, Emergency Management Coordinator, Texas A&M University
- h. Randy McGregor, Fire Chief, City of Bryan
- i. Michele Meade, Emergency Management Coordinator, Brazos County
- j. Brandy Norris, Assistant Chief of Police, City of College Station
- k. Jim Stewart, Chief Deputy, Brazos County Sheriff's Office
- l. Kenneth Utz, Fire Captain, South Brazos County Fire Department
- m. Curtis Darby, Assistant Police Chief, City of Bryan
- n. Alison Prince, Executive Director, United Way of the Brazos Valley
- o. Amy Hilburn, Director, Texas Veterinary Medical Reserve Corp

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Approval for reappointments**ATTACHMENTS:****File Name**

No Attachments Available

**Description****Type****APPROVED**Duane Peters  
County Judge3/26/17  
Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Emergency Management

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Request permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91- as part of continuing Disaster Recovery efforts from the May 26, 2016 Severe Storms:

- BZO003C - Peach Creek Road, White Switch Road and Blue Ridge Drive
- BZO004C - Greens Prairie Road
- BZO005C - Old Reliance Road – 3 locations, Kurten Lane, and Dilly Shaw Tap
- BZO006C - Grassbur Road, Elmo Weedon Road, Weedon Loop, Lakefront Drive, Cliff Road, Warren Ranch Road, Long Trussell Road, and Merka Road
- BZO007C - Ferrill Creek Road, Democrat Road, House Cemetery Road, New Church Cemetery Road, Wheelock Road, Old Bundick Road, and Dick Elliott Road
- BZO008C - Leonard Road, Silver Hill Road, Pleasant Hill Road, Higgs Drive, Creekside Drive, Drummer Drive, Deer Crossing Drive, and J C Long Drive

TO: Commissioners Court

FROM: Michele Meade

DATE: 03/21/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91

**ATTACHMENTS:**

**File Name**

[BZO003C - Subgrant Application FEMA 90-91.pdf](#)

[BZO004C - Subgrant Application - FEMA 90-91.pdf](#)

[BZO005C - Subgrant Application - FEMA 90-91 Old Reliance Kurten Lane Dilly Shaw Tap.pdf](#)

[BZO006C - Subgrant Application - FEMA 90-91 Grassbur Elmo Weedon Weedon Lp Lakefront Dr + 4.pdf](#)

[BZO007C - Subgrant Application - FEMA 90-91 Ferrill Creek Democrat House Cemetery New Church Cemetery + 4.pdf](#)

[BZO008C - Subgrant Application - FEMA 90-91 Leonard Silver Hill Pleasant Hill Higgs + 4.pdf](#)

**Description**

BZO003C Subgrant App FEMA 90-91

BZO004C Subgrant App - FEMA 90-91

BZO005C Subgrant App - FEMA 90-91

BZO006C Subgrant App - FEMA 90-91

BZO007C Subgrant App - FEMA 90-91

BZO008C Subgrant App - FEMA 90-91

**Type**

Cover Memo

Cover Memo

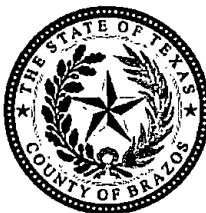
Cover Memo

Cover Memo

Cover Memo

Cover Memo

9



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT: Emergency Management

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Request permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91- as part of continuing Disaster Recovery efforts from the May 26, 2016 Severe Storms:

- BZO003C - Peach Creek Road, White Switch Road and Blue Ridge Drive
- BZO004C - Greens Prairie Road
- BZO005C - Old Reliance Road – 3 locations, Kurten Lane, and Dilly Shaw Tap
- BZO006C - Grassbur Road, Elmo Weedon Road, Weedon Loop, Lakefront Drive, Cliff Road, Warren Ranch Road, Long Trussell Road, and Merka Road
- BZO007C - Ferrill Creek Road, Democrat Road, House Cemetery Road, New Church Cemetery Road, Wheelock Road, Old Bundick Road, and Dick Elliott Road
- BZO008C - Leonard Road, Silver Hill Road, Pleasant Hill Road, Higgs Drive, Creekside Drive, Drummer Drive, Deer Crossing Drive, and J C Long Drive

TO: Commissioners Court

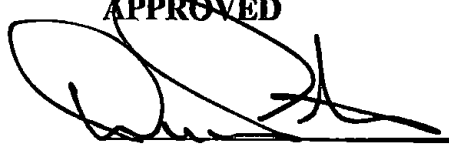
FROM: Michele Meade

DATE: 03/21/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**APPROVED**  
  
 Duane Peters  
 County Judge  
 Date 3/28/17

ACTION REQUESTED OR  
ALTERNATIVES: Permission for Michele Meade to sign six (6) Subgrant Applications – FEMA Form 90-91

**ATTACHMENTS:**

**File Name**

BZO003C - Subgrant Application FEMA 90-91.pdf

BZO004C - Subgrant Application - FEMA 90-91.pdf

BZO005C - Subgrant Application - FEMA 90-91 Old Reliance Kurten Lane Dilly Shaw Tap.pdf

BZO006C - Subgrant Application - FEMA 90-91 Grassbur Elmo Weedon Weedon Lp Lakefront Dr + 4.pdf

BZO007C - Subgrant Application - FEMA 90-91 Ferrill Creek Democrat House Cemetery New Church Cemetery + 4.pdf

BZO008C - Subgrant Application - FEMA 90-91 Leonard Silver Hill Pleasant Hill Higgs + 4.pdf

**Description**

BZO003C Subgrant App FEMA 90-91

BZO004C Subgrant App - FEMA 90-91

BZO005C Subgrant App - FEMA 90-91

BZO006C Subgrant App - FEMA 90-91

BZO007C Subgrant App - FEMA 90-91

BZO008C Subgrant App - FEMA 90-91

**Type**

Cover Memo

Cover Memo

Cover Memo

Cover Memo

Cover Memo

Cover Memo



<b>PA-06-TX-4272-PW-00393(0) P</b>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO003C Brazos County Road Repairs
Period of Performance Start:	Period of Performance End:
06-11-2016	12-11-2017

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

**Note:** The Effective Cost Share for this application is 75%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET								
DISASTER		PROJECT NO.		PA ID NO.	DATE	CATEGORY		
FEMA	4272	-	DR	-TX	BZO003C	041-99041-00	12-20-2016	C
APPLICANT: BRAZOS (COUNTY)					WORK COMPLETE AS OF:			
					06-20-2016 : 100 %			
Site 1 of 1								
DAMAGED FACILITY:					COUNTY: Brazos			
Peach Creek Road, White Switch Road and Blue Ridge Drive								
LOCATION:					LATITUDE:	LONGITUDE:		
					30.52461	-96.19793		
Current Version:								
Site 1: Peach Creek Road (GPS: 30.52461, -96.19793)								
Site 2: White Switch Road (GPS: 30.41589, -96.17892)								
Site 3: Blue Ridge Drive (GPS: 30.52948, -96.30358)								
DAMAGE DESCRIPTION AND DIMENSIONS:								
Current Version:								
During the declared Incident of May 22, 2016 to June 24, 2016, severe storms and flooding caused overland flooding throughout Brazos County, Texas resulting in roadway damages to the following three locations:								
Site 1: Peach Creek Road (GPS: 30.52461, -96.19793)								
1) Shoulder roadway washout (15 FT L x 5 FT W x 2 FT D = 150/27 = 5.55 CY x 1.4= 8 tons) of small Rip Rap. The 12 IN rip rap was located at the base of two 48 IN culverts. (culverts were not damaged)								
2) Dirt shoulder wash out on 200 FT L x 24 FT W x 12 IN D dirt roadway.								
Site 2: White Switch Road (GPS: 30.41589, -96.17892). White Switch Road is gravel top road. Damages at this site includes loss of surface materials near a bridge crossing. The loss of materials are 1-1/2 Inch Limestone Backfill over Standard Base (Flex base Type A), occurred at 2 areas. Damages included 50-feet by 20-feet by 1.0 FT area and 100-feet by 20-feet by 0.5-ft.								
Site 3: Blue Ridge Drive (GPS: 30.52948, -96.30358) This is a gravel top roadway with 3 CMP culverts (Not Damaged). Washout area includes 15-feet long by 5-feet wide by 4-feet deep of the cement stabilized sand encasing the culverts.								
SCOPE OF WORK:								
Current Version:								
Work Completed:								
The Brazos County, Highway & Roads Department used their Force Account Labor, Equipment and Materials to restore the below repairs back to pre-disaster condition.								
This Project worksheet captures the repairs to three (3) roads: Peach Creek Road, White Switch Road and Blue Ridge Drive.								
Site 1: Peach Creek Road (GPS: 30.52461, -96.19739).								
1) Replaced 8 tons of 12 IN Rip Rap.								
2) Reshaped the 200 FT of dirt shoulder along this length of road and culvert crossing using materials at the sites.								
Site 2: White Switch Road (GPS: 30.41589, -96.17892) - To restore the road to pre-disaster condition, the Applicant replaced lost surface								

and base at 2 areas including 50-feet by 20-feet by 1 FT area =  $1000/27 = 37.07\text{-CY} \times 1.4 = 52\text{-Tons}$  and 100-feet by 20-feet by 0.5 FT =  $1000/27 = 37\text{ CY} \times 1.4 = 52\text{ Tons}$ .

The Applicant has requested reimbursement for a total materials of 76 Tons of 1-1/2 Inch Limestone Backfill and 30 Tons Base, which is substantially equivalent to the damage dimensions.

Site 3: Blue Ridge Drive (GPS: 30.52948, -96.30358)

Replaced lost Cement Stabilized Sand Area around culverts, 16-feet long by 5-feet wide by 4-feet deep (21.07 Tons).

The Force Account Labor, Equipment and Materials Costs are summarized below (See Attached labor & equipment summary sheets, payroll records, work Orders and material invoices.)

Force Account Labor: The Applicant used 10 employees for a total of 63 hours (\$1,663.29) to place and grade lost material and restore the roads to pre-disaster condition.

Equipment: The Applicant used:

3) 8-YD Dump Trucks (FEMA Code 8720) for 10-hours at \$42.25/hour for a cost of \$422.50.

2) 12-CY Dump Trucks (8722) for 10-hours at \$71.50/hour for a cost of \$715.00. 2) 1-CY Loader-Backhoe (8571) for 7.1-hours at \$27.25/hour for a cost of \$193.48.

2) 12-FT Graders (8331) for 7-hours at \$54.50/hour for a cost of \$381.50.

Total Cost for Equipment usage equals \$1,712.48.

Materials:

Replace 8-Tons of 12-inch Rip-Rap at \$30 per Ton (\$240.00);

Replace 30-Tons of Flex Base Type A Grade 1 at \$23.68 per ton (\$710.40)

Replace 76 Tons of 1-1/2 Inch Limestone Backfill at \$20.56 for \$1,562.56

Replace 21.07 Tons of cement stabilized sand (Pug Sand) at \$21 per Ton for \$442.47.

Materials were obtained from the local stockpile from local suppliers (See Attached Invoices). The Total Cost for Materials is \$2,955.43

The summary of costs is as follows: Labor: \$1,663.29; Equipment: \$1,712.48; Material: \$2,955.43 for a Total Project Cost of \$6,331.20.

The Sub-Recipient, Brazos County, is legally organized under the laws of the State of Texas and owns, operates and maintains their roads. The roads and culvert fall within the applicant's responsibility for the repairs.

The Applicant has provided Force Account labor, equipment and material summary sheets (Attached).

Project Notes:

-- DIRECT ADMINISTRATIVE COSTS: The sub-grantee is not requesting Direct Administrative Costs (DAC) that are directly chargeable to this project. Associated eligible work is related administration of the PA project only and in accordance with 2 CFR 200.413. These costs are treated consistently and uniformly as direct costs in all federal awards and other sub-grantee activities and are not included in any approved indirect cost rates.

-- HAZARD MITIGATION PROPOSAL: No Mitigation Measure has been Identified.

-- PROCUREMENT: The Applicant was advised by FEMA PAC and/or Project Specialist that in the seeking of proposals and letting of contracts for eligible work, the Applicant must comply with its Local, State and/or Federal procurement laws, regulations, and procedures as required by 2 CFR 200.317-326.

-- RECORD RETENTION: As described in 2 CFR 200.333 Sub-grantee must maintain all work-related records for a period of three (3) years from Sub-grantee closure (final payment), all records relative this project worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs.

-- PERMITS: Federal Funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The applicant is responsible for obtaining all required permits prior to the commencement of work.

-- AUDIT STATEMENT: All documentation related to this project worksheet is subject to audit and must reflect disaster -- related work and project -- specific cost. The applicant has been advised of responsibility to maintain supporting documentation (records). The type of records to be maintained is specified in FEMA policy 2 CFR Subpart F, Audit Requirements. Records must be maintained for three 3 years from the date the last project was completed or from the date final payment was received, whichever is later.

-- 75% FEDERAL FUNDING: In accordance with Stafford Act and current disaster declaration determinations, this project worksheet will be funded with the Federal Cost share at 75% of all eligible costs.

-- By accepting this grant the Applicant to the best of their ability acknowledges that all damages described within this Sub-grant Application and all associated costs being claimed were a direct result of the declared event, and in connection with the incident period of 05/22/2015 thru 06/24/2015 with the exception of requests for alternate or improved projects.

-- BACKUP DOCUMENTATION: 100% of Backup Documentation has been reviewed. No errors or omissions were discovered

-- SMALL PROJECTS, ANY CATEGORY: For small projects FEMA pays based on the actual or estimated cost in order to expedite the funds (Digest pg. 121.) FEMA does not perform final inspections on small projects; however, the state must certify compliance. The applicant does have the ability to request a small project netting (appeal) if/when significant net small over-runs occur. This process will involve a review of all documentation for all small projects and an adjustment will be made for the total actual eligible dollars spent (over-run/under-run). A final Project Worksheet will then be required in EMMIE to capture all the eligible PA costs for the small projects.

-- SMALL PROJECT CHANGE REQUEST: Change requests to small project worksheets will not be approved unless there is a change in the approved scope of work. This change must be approved prior to the construction. If after completion of all small projects the applicant incurs a significant net small project overrun, the applicant must file an appeal within 60 day of completion of the applicant's last small project. All requests must be submitted through the grantee.

conditions at the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Special Considerations Included? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Hazard Mitigation proposal included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Is there Insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<b>PROJECT COST</b>					
<b>ITEM</b>	<b>CODE</b>	<b>NARRATIVE</b>	<b>QUANTITY/UNIT</b>	<b>UNIT PRICE</b>	<b>COST</b>
		*** Version 0 ***			
		Other			
1	9007	Labor	1/LS	\$ 1,663.29	\$ 1,663.29
2	9008	Equipment	1/LS	\$ 1,712.48	\$ 1,712.48
3	9009	Material	1/LS	\$ 2,955.43	\$ 2,955.43
				<b>TOTAL COST</b>	<b>\$ 6,331.20</b>
PREPARED BY JAMES DEDES		TITLE Project Specialist		SIGNATURE	
APPLICANT REP. Michele Meade		TITLE Emergency Management Coordinator		SIGNATURE	

<u>P</u>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO004C - Greens Prairie Road
Period of Performance Start:	Period of Performance End:
	12-11-2017

### Subgrant Application - Entire Application

**Application Title:** BZO004C - Greens Prairie Road

**Application Number:**

**Application Type:** Subgrant Application (PW)

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET								
DISASTER		PROJECT NO.		PA ID NO.	DATE	CATEGORY		
FEMA	4272	-	DR	-TX	BZO004C	041-99041-00	02-21-2017	C
APPLICANT: BRAZOS (COUNTY)					WORK COMPLETE AS OF:			
					08-29-2016 : 100 %			
Site 1 of 1								
DAMAGED FACILITY:					COUNTY: Brazos			
BZO004C Road and Culverts								
LOCATION:					LATITUDE:	LONGITUDE:		
Current Version:					30.536182	-96.283768		
PA-06-TX-4272-PW:					30.536252	-96.283666		
					30.536345	-96.283573		
					30.669113	-96.400424		
Within Brazos County jurisdiction GPS on Faceplate is located Road & Bridge Department at 2617 State Highway 21 W., Bryan, Brazos County, Texas.								
DAMAGE DESCRIPTION AND DIMENSIONS:								
Current Version:								
EVENT:								
<p>During the Incident period of May 22, 2016 and June 24, 2016 (DR4272-TX), Severe Storms, Flooding, Straight-line Winds, and Tornados producing excessive rainfall in a short period of time with ensuing overland flood waters effecting extensive damages to a large section of Greens Prairie Road surface and base materials over Peach Creek South Tributary damaging, eroding, and washed out 2 culverts and embankment in Brazos County, District One (1), Texas. The Site listed in this Project Worksheet (PW) is not an FHWA road. Brazos County is responsible to maintain and repair the road listed in this PW.</p> <p>The area of related damages was the result of flood waters from Peach Creek South Tributary flowing Northeast to Southwest overtopping, undermining, and eroding this section of roadway as follows:</p> <p>Site #1: Greens Prairie Road, GPS beginning 30.536182 -96.283768 and ending 30.536345 -96.283573,</p> <p>Affected Area of Road Damage Asphalt, 65 Ft. L x 20 Ft. W x 0.167 Ft. D;  82 Ft. L x 20 Ft. W x 0.167 Ft. D.  Affected Area of Road Damage Black Base, 22 Ft. L x 20 Ft. W x 1 Ft. D.  Affected Area of Road Damage Sub base fill, 32 Ft. L x 20 Ft. W x 1 Ft. D.  Affected Area of Road Damage Sub-sand, 22 Ft. L x 20 Ft. W x 1 Ft. D.  Affected Area of Road Damage Kosse Rock, 66 Ft. L x 8 Ft W x 8 Ft. D.</p>								

Affected Area of Road Damage D Rock, 36 Ft. L x 6 Ft. W x 1 Ft. D.  
 Affected Area of Road Damage Cement Stabilizer Sand, 162 Ft.L x 16 Ft.W x 1.5 D.  
 Affected drainage pipes: 2 culverts, 60" W x 50' F/L  
 Affected Area of Road Damage repairs requiring barricade , flagging,and hauling 82 Ft. L x 20 Ft. W

**SCOPE OF WORK:**

Current Version:  
 WORK COMPLETED:

Unit Cost for materials is based on Applicant's actual expense incurred for Cold-Mix @ \$76.00 per Ton,\$105.15 per ton; Culvert @ \$78.85 per Ft.; Cement Stabilizer Sand @ 29.00 per Ton; Rock @ \$19.62 per Ton; Base @ \$23.00 per Ton; Black Base @ \$ 75.69 per Ton, Sand @ \$29.00 per Ton.

Applicant repaired the event related damages utilizing forced account labor, equipment and materials bring back to their pre-disaster condition. Project costs are reflective of actual cost incurred for labor, equipment and materials supported by verified Daily Report documentation, and field quantified inspections conducted by FEMA, State and local personnel. Some exceptions are noted on the Hauling Logs wherein material quantities vary where as loads appeared to have been logged in as Tonnage in lieu of cubic yards. The Forced Account eligible repaired damages consist of:

Site #1: Greens Prairie Road, GPS beginning 30.536182 -96.283768 and ending 30.536345 -96.283573,

Affected Area of Road Damage Asphalt, 65 Ft. L x 20 Ft. W x 0.167 Ft. D;  
 82 Ft. L x 20 Ft. W x 0.167 Ft. D. (40 Tons)  
 Affected Area of Road Damage Black Base, 22 Ft. L x 20 Ft. W x 1 Ft. D. (16.30 CY)  
 Affected Area of Road Damage Sub base fill,32 Ft.L x 20 Ft.W x 1 Ft.D.(23.70 CY)  
 Affected Area of Road Damage Sub-sand, 22 Ft. L x 20 Ft. W x 1 Ft. D.(16.30 CY)  
 Affected Area of Road Damage Kosse Rock,68 Ft. L x 8 Ft W x 8 Ft. D.(161.19 CY)  
 Affected Area of Road Damage D Rock, 36 Ft. L x 6 Ft. W x 1 Ft. D. (8 CY)  
 Affected Area of Road Damage Cement Stabilizer Sand, 162 Ft.L x 16 Ft.W x 1.5 D.(144 CY)  
 Affected drainage pipes: 2 culverts, 60" W x 50' F/L  
 Affected Area of Road Damage repairs requiring barricade , flagging,and hauling 82 Ft. L x 20 Ft. W

**PROJECT FA COST**

FA Labor: \$13,059.33  
 FA Equipment: \$11,350.68  
 Materials: \$25,546.36  
 Sub Total \$49,956.37

DAC \$ 678.82

Grand Total \$50,635.19

**NOTES Project Specific**

All damages occurred during Incident period of May 22, 2016 through June 24, 2016.

Applicant's Insurance Policy is located at the JFO.

Reviewed all supporting documentation for the Forced Account Cost and prepared the attached Daily Report Forced Account Summary and Road Culvert Forced Account Summary.

No Mitigation Possibility exist.

**PROJECT COMMENTS (DR-4272-TX)**

-- RECORD RETENTION: As described in 2 CFR 200.33 Sub-grantee must maintain all work-related records for a period of three (3) years from Sub-grantee closure (final payment), all records relative this project work sheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs.

-- DIRECT ADMINISTRATIVE COSTS: The sub-grantee requested Direct Administrative Costs (DAC) that are directly chargeable to this project. Associated eligible work is related administration of the PA project only and in accordance with 2 CFR 200.413. These costs are treated consistently and uniformly as direct costs in all federal awards and other sub-grantee activities and are not included in any approved indirect cost rates.

-- HAZARD MITIGATION PROPOSAL: Hazard Mitigation under section 406 has been considered for this project and due to the type of work or project, effective mitigation is not feasible within the requirements of 44 CFR 206.226(c).

-- PROCUREMENT: The Applicant was advised by FEMA PAC and/or Project Specialist that in the seeking of proposals and letting of contracts for eligible work, the Applicant must comply with its Local, State and/or Federal procurement laws, regulations, and procedures as required by 2 CFR 317-326. (see attached)

-- PERMITS: Federal Funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The applicant is responsible for obtaining all required permits prior to the commencement of work.

-- ENVIRONMENTAL AND HISTORIC PRESERVATION: Applicant must comply with all applicable environmental and historic preservation laws. Federal funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds.

-- CHANGES TO SCOPE OF WORK DESCRIBED IN THIS PW/SA (SUBGRANT APPLICATION): The applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities. Any change to the approved scope of work on a Project Worksheet (PW/SA) must be reported and approved before work begins. Failure to report changes may jeopardize Federal and State funding. In the case of a change in scope of work, the applicant shall notify the Texas Division of Emergency Management program representative prior to starting work.

-- INSURANCE REVIEW: The applicant is aware that all projects are subject to an insurance review as stated in 44 C.F.R. Sections 206.252 and 206.253. If applicable, an insurance determination will be made either as anticipated proceeds or actual proceeds in accordance with the applicant's insurance policy which may affect the total amount of the project. Approval of this project may result in obtain/maintain insurance requirements. The Sub-grantee must comply with insurance reviewer terms and conditions upon receipt of sub-grant from the State.

-- COST BASIS FOR LABOR, EQUIPMENT AND MATERIALS: Costs used to formulate this project were based on:

- FEMA cost codes
- Material Unit Costs provided by Applicant
- Applicant Forced Account Labor and Equipment

-- AUDIT STATEMENT: All documentation related to this project worksheet is subject to audit and must reflect disaster -- related work and project -- specific cost. The applicant has been advised of responsibility to maintain supporting documentation (records). The type of records to be maintained is specified in FEMA policy 2 CFR Subpart F, Audit Requirements. Records must be maintained for three 3 years from the date the last project was completed or from the date final payment was received, whichever is later.

-- 75% FEDERAL FUNDING: In accordance with 44 CFR 206.47(a) and current disaster declaration determinations, this project worksheet will be funded with the Federal Cost share at 75% of all eligible costs.

-- BACKUP DOCUMENTATION: 100 % of the Backup Documentation provided has been reviewed and has been included with this project.

-- ROAD PROJECTS (FIRMette Requirement): Any road being repaired to pre-disaster design, function, capacity that does not include a hazard mitigation proposal, will not require a FIRMette. If any work to repair the road requires work outside the original footprint a FIRMette will be required.

-- FEDERAL AID ROADS: Project Specialist has validated that none of the sites in this project are listed on the Federal Functional Classification System as Major Collectors, Minor Arterials, Principal Arterials, or Interstate, receiving federal funding.

-- SMALL PROJECTS, ANY CATEGORY: For small projects FEMA pays based on the actual or estimated cost in order to expedite the funds (Public Assistance Program & Policy Guide pg. 139.) FEMA does not perform final inspections on small projects; however, the state must certify compliance. The applicant does have the ability to request a small project netting (appeal) if/when significant net small over-runs occur. This process will involve a review of all documentation for all small projects and an adjustment will be made for the total actual eligible dollars spent (over-run/under-run). A final Project Worksheet will then be required in EMMIE to capture all the eligible PA costs for the small projects.

-- SMALL PROJECT CHANGE REQUEST: Change requests to small project worksheets will not be approved unless there is a change in the approved scope of work. This change must be approved prior to the construction. If after completion of all small projects the applicant incurs a significant net small project overrun, the applicant must file an appeal within 60 day of completion of the applicant's last small project. All requests must be submitted through the grantee.

-- By accepting this grant the Applicant to the best of their ability acknowledges that all damages described within this Sub-grant Application and all associated costs being claimed were a direct result of the declared event, and in connection with the incident period of May 22, 2016 through June 24, 2016 with the exception of requests for alternate or improved projects.

Does the Scope of Work change the pre-disaster conditions at the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Special Considerations included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Hazard Mitigation proposal included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			
1	9007	Labor	1/LS	\$ 13,059.33	\$ 13,059.33
2	9008	Equipment	1/LS	\$ 11,350.68	\$ 11,350.68
3	9009	Material	1/LS	\$ 25,546.36	\$ 25,546.36
		Direct Subgrantee Admin Cost			

4	9901	Direct Administrative Costs (Subgrantee)	1/LS	\$ 678.82	\$ 678.82
				<b>TOTAL COST</b>	\$ 50,635.19
PREPARED BY KARL G SCHNEIDER			TITLE Project Specialist	SIGNATURE	
APPLICANT REP. Michele Bailey-Meade			TITLE Emergency Management Coordinator	SIGNATURE	

<b>BRAZOS (COUNTY) :</b>					
<b>Conditions Information</b>					
<b>Review Name</b>	<b>Condition Type</b>	<b>Condition Name</b>	<b>Description</b>	<b>Monitored</b>	<b>Status</b>
No Conditions					

<b>Internal Comments</b>				
<b>No.</b>	<b>Queue</b>	<b>User</b>	<b>Date/Time</b>	<b>Reviewer Comments</b>
No Comments				

<u>P</u>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO005C Precinct 2 - Roadway Damages
Period of Performance Start:	Period of Performance End:
	12-11-2017

### Subgrant Application - Entire Application

**Application Title:** BZO005C Precinct 2 - Roadway Damages

**Application Number:**

**Application Type:** Subgrant Application (PW)

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET						
DISASTER		PROJECT NO.		PA ID NO.	DATE	CATEGORY
FEMA	4272 - DR -TX	BZO005C		041-99041-00	03-01-2017	C
APPLICANT: BRAZOS (COUNTY)					WORK COMPLETE AS OF: 02-28-2017 : 100 %	
Site 1 of 1						
DAMAGED FACILITY:				COUNTY: Brazos		
Roads in Precinct 2						
LOCATION:				LATITUDE:	LONGITUDE:	
Current Version:				30.72679	-96.28519	
Brazos County R&B Office and Stock Yard-2617 Hwy 21 Bryan, TX 77803 (30.66945, -96.40126)				30.73482	-96.27617	
Site 1: Old Reliance Road-3 locations.				30.75539	-96.24225	
Site 1a @ Wickson Creek (30.72679, -96.28519)				30.83116	-96.2049	
Site 1b @ Mathis Creek (30.73482, -96.27617)				30.87634	96.29553	
Site 1c @ Bowman Creek (30.75539, -96.24225)						
Site 2: Kurten Lane (30.83116, -96.20490)						
Site 3: Dilly Shaw Tap; (30.87634, -96.29553)						
DAMAGE DESCRIPTION AND DIMENSIONS:						
Current Version:						
During the incident period of May 22, 2016 through June 24, 2016, Flooding, Severe Storms, Straight-line Winds and Tornadoes occurred throughout the State of Texas. Heavy rain caused significant flooding throughout Brazos County including the facilities under the jurisdiction of Precinct 2 resulting in damages to culverts and roadways. Following are the details for each of the damaged locations:						
Site 1: Old Reliance Road-3 locations.						
Site 1a @ Wickson Creek (30.72679, -96.28519): Flood waters washed out materials around culvert and guardrail posts consisting of 20 FT x 10 FT x 1 FT deep rip rap NE side (8 CY), 20 FT x 15 FT x 3 FT slope protection on the SE side of roadway (33 CY), 20 FT x 10 FT x 5 FT deep each side embankment materials (74 CY); and 150 LF x 25 FT wide x 6 inch deep section of roadway base (70 CY) and 150 LF x 25 FT wide x 6 inch deep section of roadway surfacing. (70 CY)						
Site 1b @ Mathis Creek (30.73482, -96.27617): Flood waters washed out materials around 7 guardrail posts on the west side and 3 on the east side estimated to consist of 1.25 CY each. (12.5 CY); roadway shouldering consisting of 3 FT wide x 70 LF x 3 inch deep. (2 CY)						



Site 1c @ Bowman Creek (30.75539, -96.24225): Flood waters washed out material around 36 guardrail posts (9 on each corner of bridge) estimated to consist of 1.25 CY each to replace. (45 CY)

Site 2: Kurten Lane (30.83116, -96.20490): Flood waters washed out a Steel 16 GA 36 inch x 30 LF CMP culvert (1 EA), and a section of roadway 40 LF x 16 FT wide x 2 FT deep ave (47 CY) over the culvert, including 8 FT x 7 FT x 2 FT (4 CY each side of roadway for 8 CY) Rip Rap.

Site 3: Dilly Shaw Tap; (30.87634, -96.29553): Flood waters washed out a 60-IN x 50-FT CMP culvert (1 EA), 20 FT x 12 FT x 3 FT X 2 each side of roadway of RIP RAP (48 CY), and 50 LF x 25 FT wide x 2 FT ave depth section of roadway, including 2 to 3 inches of roadway surfacing. (90 CY)

#### SCOPE OF WORK:

##### Current Version:

##### WORK COMPLETED:

The Applicant used FA Labor, FA Equipment, Materials, and Rental Equipment to repair damages identified to pre-disaster condition and profile: Project costs are based on actual documented cost for labor, equipment and materials as documented on the attached Work Orders (WO) or revised per field inspections conducted by FEMA, State and local personnel, with the exception material quantities vary in situations where loads in cubic yards were logged in some cases erroneously as tons. Specifically:

Site 1: Old Reliance Road-3 locations: Per WO # 35117, applicant used force account labor, equipment and materials consisting of 1. CEMENT STABILIZED SAND (CSS): 16 loads @ 8cy = 128 cy @ 1.6 tn/cy = 204.8 TN; 2. RIP RAP 1" x 12" Type F/R: 1 load @ 8cy/lb = 8cy @ 1.4 tn/cy = 5.7 TN; 3. ASPPN Grade IV COLDMIX: 8 loads @ 8cy/load = 64 cy @ 1.9 tn/cy = 121.6 TN; 4. BLACKBASE: 5 loads @ 8cy = 40 cy, @ 1.9 tn/cy = 70.0 tn; 5. Fill dirt from yard: 7 loads of fill dirt @ 8cy/lb = 56 CY @ no cost

Labor 5353.69

Equipment 5820.20

Materials 19738.79

Site 2: Kurten Lane: Per WO # 35108, applicant used force account labor, equipment and materials consisting of 1. Flex Base Type D Grade: 3 loads @ 8cy = 24 cy, @ 1.4 tn/cy = 17.2 tn; 2. SW23094 Crushed Stone-Standard Base: 4 loads @ 8cy = 32 cy, @ 1.4 tn/cy = 44.8 tn; 3. H/C Pipe 16 GA Sli 30" x 30 LF; 4. 3" X 5" BULL ROCK Oversize Aggregate: 1 load @ 8cy = 8 cy, @ 1.4 tn/cy = 11.2 tn.

Labor 1613.11

Equipment 2278.75

Materials 2318.24

Site 3: Dilly Shaw Tap: Per WO # 35109, applicant used force account labor, equipment and materials consisting of 1. RIP RAP 1" x 12" Type F/R: 6 loads @ 8cy/lb = 48 CY x 1.4 = 67.2 TN; 2. 60" x 50 LF CMP Culvert - 14 Gauge: 1 each; 3. SW23094 Crushed Stone-Standard Base: 10 loads @ 8cy/lb = 80 CY x 1.4 = 112 TN; 4. BLACKBASE: 1.25 loads @ 8cy/lb=10 CY X 1.9 = 19 TN.

Labor 2681.08

Equipment 3041.03

Materials 7641.40

##### Project Costs Totals

Labor \$9,647.87

Equipment \$11,139.98

Materials \$29,696.43

#### STANDARD PROJECT COMMENTS

-- RECORD RETENTION: AS DESCRIBED IN 2 CFR 200.33, SUBGRANTEE MUST MAINTAIN ALL WORK-RELATED RECORDS FOR A PERIOD OF THREE (3) YEARS FROM SUBGRANTEE CLOSURE (FINAL PAYMENT). ALL RECORDS RELATIVE TO THIS PROJECT ARE SUBJECT TO EXAMINATION AND AUDIT BY THE STATE, FEMA AND THE COMPTROLLER GENERAL OF THE UNITED STATES AND MUST REFLECT WORK RELATED TO DISASTER SPECIFIC COSTS. This should be first project note

-- DIRECT ADMINISTRATIVE COSTS: The Subgrantee chooses not to claim costs to manage and administer this project as part of the Public Assistance program's grant award. Declining such costs does not exempt the Subgrantee from maintaining records adequately and documenting the source and application of funds as required in 2 CFR 200.413.

-- HAZARD MITIGATION PROPOSAL: Hazard Mitigation under section 406 has been considered for this project and due to the type of work or project, effective mitigation is not feasible within the requirements of 44 CFR 206.226(c).

-- PROCUREMENT: The Applicant was advised by FEMA PAC and/or Project Specialist that in the seeking of proposals and letting of contracts for eligible work, the Applicant must comply with its Local, State and/or Federal procurement laws, regulations, and procedures as required by 2 CFR 317-326.

-- PERMITS: Federal Funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The applicant is responsible for obtaining all required permits prior to the commencement of work.

-- ENVIRONMENTAL AND HISTORIC PRESERVATION: Applicant must comply with all applicable environmental and historic preservation laws. Federal funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds.

-- CHANGES TO SCOPE OF WORK DESCRIBED IN THIS PW/SA (SUBGRANT APPLICATION): The applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities. Any change to the approved scope of work on a Project Worksheet (PW/SA) must be reported and approved before work begins. Failure to report changes may jeopardize Federal and State funding. In the case of a change in scope of work, the applicant shall notify the Texas Division of Emergency Management program representative prior to starting work.

--Donated Resources: Volunteer Labor Hours when provided by the applicant and determined to be eligible by FEMA to offset the 25% local match (non-Federal share) cannot exceed the maximum credit allowed for donated resources for a project. The amount of donated resources credit that can be applied to a project is capped at the non-Federal share of emergency work so that the Federal share will not exceed the Applicant's actual out-of-pocket costs per Disaster Assistance Policy 9525.2, Donated Resources.

-- INSURANCE REVIEW: The applicant is aware that all projects are subject to an insurance review as stated in 44 C.F.R. Sections 206.252 and 206.253. If applicable, an insurance determination will be made either as anticipated proceeds or actual proceeds in accordance with the applicant's insurance policy which may affect the total amount of the project. Approval of this project may result in an obtain/maintain insurance requirement. The Subgrantee must comply with insurance reviewer terms and conditions upon receipt of sub-grant from the State.

-- COST BASIS FOR LABOR, EQUIPMENT AND MATERIALS: Costs used to formulate this project were based on: Actual force account labor costs provided by Applicant, equipment costs per FEMA rates, local material costs, and actual or recent contract costs.

-- AUDIT STATEMENT: All documentation related to this project worksheet is subject to audit and must reflect disaster - related work and project - specific cost. The applicant has been advised of responsibility to maintain supporting documentation (records). The type of records to be maintained is specified in FEMA policy 2 CFR Subpart F, Audit Requirements. Records must be maintained for three (3) years from the date the last project was completed or from the date final payment was received, whichever is later.

-- 75% FEDERAL FUNDING: In accordance with 44 CFR 208.47(a) and current disaster declaration determinations, this project worksheet will be funded with the Federal Cost share at 75% of all eligible costs.

-- By accepting this grant the Applicant to the best of their ability acknowledges that all damages described within this Sub-grant Application and all associated costs being claimed were a direct result of the declared event, and in connection with the incident period of May 26, 2016 to June 24, 2016 with the exception of requests for alternate or improved projects.

-- BACKUP DOCUMENTATION: 100 % of the Backup Documentation provided has been reviewed and has been included with this project.

-- WORK TO BE COMPLETED: Upon completion, this site will be returned to its original design, function, and capacity within the original footprint. Acquiring all necessary Federal, State, and local permits is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds

-- FEDERAL AID ROADS: Project Specialist has validated that none of the sites in this project are listed on the Federal Functional Classification System as Major Collectors, Minor Arterials, Principal Arterials, or Interstate, receiving federal funding.

-- ROAD PROJECTS (FIRMette Requirement): Any road being repaired to pre-disaster design, function, capacity that does not include a hazard mitigation proposal, will not require a FIRMette. If any work to repair the road requires work outside the original footprint a FIRMette will be required.

-- SMALL PROJECTS, ANY CATEGORY: For small projects FEMA pays based on the actual or estimated cost in order to expedite the funds (Public Assistance Program & Policy Guide pg. 139.) FEMA does not perform final inspections on small projects; however, the state must certify compliance. The applicant does have the ability to request a small project netting (appeal) if/when significant net small overruns occur. This process will involve a review of all documentation for all small projects and an adjustment will be made for the total actual eligible dollars spent (over-run/under-run). A final Project Worksheet will then be required in EMMIE to capture all the eligible PA costs for the small projects.

-- SMALL PROJECT CHANGE REQUEST: Change requests to small project worksheets will not be approved unless there is a change in the approved scope of work. This change must be approved prior to the construction. If after completion of all small projects the applicant incurs a significant net small project overrun, the applicant must file an appeal within 60 day of completion of the applicant's last small project. All requests must be submitted through the grantee.

Does the Scope of Work change the pre-disaster conditions at the site? <input type="radio"/> Yes <input checked="" type="radio"/> No		Special Considerations included? <input checked="" type="radio"/> Yes <input type="radio"/> No			
Hazard Mitigation proposal included? <input type="radio"/> Yes <input checked="" type="radio"/> No		Is there insurance coverage on this facility? <input type="radio"/> Yes <input checked="" type="radio"/> No			
PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			
1	9007	Labor	1/LS	\$ 9,647.88	\$ 9,647.88
2	9008	Equipment	1/LS	\$ 11,139.98	\$ 11,139.98

3	9009	Material	1/LS	\$ 29,696.43	\$ 29,696.43
				<b>TOTAL COST</b>	\$ 50,484.29
PREPARED BY JAY CUNNINGHAM			TITLE PROJECT SPECIALIST	SIGNATURE	
APPLICANT REP. Michele Bailey-Meade			TITLE Emergency Management Coordinator	SIGNATURE	

BRAZOS (COUNTY) :					
<i>Conditions Information</i>					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
No Conditions					

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
No Comments				

<u>P</u>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO006C Precinct 2 - Roadway Damages
Period of Performance Start:	Period of Performance End:
	12-11-2017

### Subgrant Application - Entire Application

**Application Title:** BZO006C Precinct 2 - Roadway Damages

**Application Number:**

**Application Type:** Subgrant Application (PWA)

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET						
DISASTER		PROJECT NO.	PA ID NO.	DATE	CATEGORY	
FEMA	4272 - DR -TX	BZO006C	041-99041-00	02-28-2017	C	
APPLICANT: BRAZOS (COUNTY)				WORK COMPLETE AS OF: 02-28-2017 : 100 %		
Site 1 of 1						
DAMAGED FACILITY:				COUNTY: Brazos		
Roads in Precinct 2						
LOCATION:				LATITUDE:	LONGITUDE:	
Current Version:				30.652403	-96.201523	
Brazos County R&B Office and Stock Yard-2617 Hwy 21 Bryan, TX 77803 (30.66945, -96.40126)				30.654045	-96.203674	
SITE 1 GRASSBUR ROAD NO. 10063				30.655014	-96.204773	
Site 1.1 (30.709644, -96.214783)				30.65629	-96.2062	
SITE 2 ELMO WEEDON ROAD NO. 10064 WO# 35115				30.656567	-96.206497	
Site 2.1 (30.688372, -96.217293), Site 2.2 (30.688568, -96.216560), Site 2.3 (30.688847, -96.214722)				30.657637	-96.207848	
SITE 3 WEEDON LOOP NO. 10065				30.668409	-96.232597	
Site 3.1 (30.657637, -96.207848), Site 3.2 (30.656567, -96.206497), Site 3.3 (30.656290, -96.206200),				30.670139	-96.232727	
Site 3.4 (30.655014, -96.204773), Site 3.5 (30.654045, -96.203674), Site 3.6 (30.652403, -96.201523)				30.670929	-96.233323	
SITE 4 LAKEFRONT DRIVE NO. 24701 WO# 35121				30.671888	-96.234573	
Site 4.1 (30.671888, -96.234573), Site 4.2 (30.670929, -96.233323), Site 4.3 (30.670139, -96.232727),				30.688372	-96.217293	
Site 4.4 (30.668409, -96.232597)				30.688568	-96.21656	
SITE 5 CLIFF ROAD NO. 10045 WO# 35110				30.688947	-96.214722	
Site 5.1 (30.765423, -96.287369)				30.706095	-96.308449	
SITE 6 WARREN RANCH ROAD NO. 10046 WO# 35111				30.709644	-96.214783	
Site 6.1 Begin (30.758322, -96.275444) and Site 6.2 End (30.760084, -96.277527) - 0.2 miles or 1056 LF.				30.719654	-96.16606	
SITE 7 LONG TRUSSELL ROAD NO. 10047 WO# 35112				30.746632	-96.358566	
Site 7.1 (30.719654, -96.166061)				30.758322	-96.275444	
SITE 8 MERKA RD NO. 10072 WO# 35118				30.760084	-96.277527	
				30.761829	-96.34874	
				30.761959	-96.348816	
				30.765423	-96.287369	

Site 8.1 (30.706095, -96.308449)		
SITE 9 WILCOX LANE NO. 10204 WO# 35120		
Site 9.1 (30.761959, -96.348816), Site 9.2 (30.761829, -96.348740), Site 9.3 (30.746632, -96.358566)		
<b>DAMAGE DESCRIPTION AND DIMENSIONS:</b>		
<p><b>Current Version:</b>  During the incident period of May 22, 2016 through June 24, 2016, Flooding, Severe Storms, Straight-line Winds and Tornadoes occurred throughout the State of Texas. Heavy rain caused significant flooding throughout Brazos County including the facilities under the jurisdiction of Precinct 2 resulting in damages to roadways. Following are the estimated damage details for each of the locations:</p>		
<p><b>SITE 1 GRASSBUR ROAD NO.10063 WO# 35114</b>  Site 1.1 (30.709644, -96.214763): Floodwaters scoured a 20-foot by 6-foot by 2-foot hole on the road shoulder. (11.65 CY)</p>		
<p><b>SITE 2 ELMO WEEDON ROAD NO. 10064 WO# 35115</b>  Site 2.1 (30.688372, -96.217293): A section of roadside shoulder, north side (120-foot by 8-foot by 12-inches) washed out around three 60-inch CMP culverts. (36 CY)  Site 2.2 (30.688568, -96.216560): A section of roadside shoulder, south side (200-foot by 40-foot by 6-inches) washed out around three 60-inch CMP culverts. (148 CY)  Site 2.3 (30.688847, -96.214722): A section of roadside shoulder, south side (90-foot by 24-foot by 4-inches) washed out around two 30-inch CMP culverts. (27 CY)</p>		
<p><b>SITE 3 WEEDON LOOP NO. 10065 WO# 35116</b> (Typ 6 locations:Asphalt surfacing damaged at six intermittent locations by swift moving floodwaters an estimated 5 to 6 inches deep a total of 506 SY-IN or 506 SY x .56 IN/36 = 8 CY)  Site 3.1 (30.657637, -96.207848): A section 80-foot by 10-foot = 89 SY-IN.  Site 3.2 (30.656567, -96.206497): A section 170-foot by 8-foot = 151 SY-IN.  Site 3.3 (30.656290, -96.206200): A section 70-foot by 8-foot = 62 SY-IN.  Site 3.4 (30.655014, -96.204773): A section 80-foot by 8-foot = 71 SY-IN.  Site 3.5 (30.654045, -96.203674): A section 70-foot by 8-foot = 62 SY-IN.  Site 3.6 (30.652403, -96.201523): A section 80-foot by 8-foot = 71 SY-IN.</p>		
<p><b>SITE 4 LAKEFRONT DRIVE NO. 24701 WO# 35121</b> (Typ 4 locations:Asphalt surfacing damaged at six intermittent locations by swift moving floodwaters an estimated 5 to 6 inches deep a total of 371 SY-IN x .56 IN/36 = 56 CY)  Site 4.1 (30.671888, -96.234573): A section 70-foot by 10-foot = 78 SY-IN.  Site 4.2 (30.670929, -96.233323): A section 80-foot by 8-foot = 71 SY-IN.  Site 4.3 (30.670139, -96.232727): A section 120-foot by 10-foot = 133 SY-IN.  Site 4.4 (30.668409, -96.232597): A section 100-foot by 8-foot = 89 SY-IN.</p>		
<p><b>SITE 5 CLIFF ROAD NO. 10045 WO# 35110.</b>  Site 5.1 (30.765423, -96.287369): Floodwaters washed out a 100-foot by 3-foot by 3-foot section of road shoulder at 24-inch CMP culvert. (20 CY)</p>		
<p><b>SITE 6 WARREN RANCH ROAD NO. 10046 WO# 35111.</b>  Site 6.1 Begin (30.758322, -96.275444) and Site 6.2 End (30.760084, -96.277527) - 0.2 miles or 1056 LF: Floodwaters washed out two sections of a gravel road, 110-foot by 6-foot by 1-foot total. (24 CY)</p>		
<p><b>SITE 7 LONG TRUSSELL ROAD NO. 10047 WO# 35112.</b>  Site 7.1 (30.719654, -96.166061): Floodwaters scoured slope protection material protecting the northwest bridge abutment, damaging a 30-foot by 20-foot area. The bridge, which is owned and maintained by Grimes County, was not damaged. (22 CY)</p>		
<p><b>SITE 8 MERKA RD NO. 10072 WO# 35118</b>  Site 8.1 (30.706095, -96.308449): Floodwaters damaged the northeast shoulder 120-foot by 6-foot by 4-inches = 8 CY, and adjacent roadside ditch (30-foot by 16-foot by 16-inches). (30 CY)</p>		
<p><b>SITE 9 WILCOX LANE NO. 10204 WO# 35120</b>  Site 9.1 (30.761959, -96.348816): Floodwaters eroded a 15-foot by 8-foot by 2-inch section of asphalt road surface on the southwest bridge approach on Wilcox Lane over Wickson Creek Bridge. (1 CY)  Site 9.2 (30.761829, -96.348740): Floodwaters washed out a 120-foot by 6-foot by 2-inches section of road shoulder. (4.4 CY)  Site 9.3 (30.746632, -96.358566): Floodwaters washed out a 15-foot by 10-foot by 4-inch section of road surface, shoulder, and fill around a 24-inch CMP culvert. (1.9 CY)</p>		
<b>SCOPE OF WORK:</b>		
<p><b>Current Version:</b>  <b>WORK COMPLETED:</b>  The Applicant used FA Labor, FA Equipment, and Materials to repair damages identified to pre-disaster condition and profile: Project costs are based on actual documented cost for labor, equipment and materials as documented on the attached Work Orders (WO) or revised per field inspections conducted by FEMA, State and local personnel, with the exception material quantities vary in situations where loads in cubic yards were logged in some cases erroneously as tons. Specifically:</p>		
<p><b>SITE 1 GRASSBUR ROAD NO.10063: Per WO# 35114, applicant used force account labor, equipment and materials consisting of 1.5 loads @ 8cy/load=12 cy or 22.8 TN of blackbase in-place and compacted to repair the damages at Site 1.1.</b>  Labor 344.02</p>		

Equipment 281.95  
Materials 1824.00

SITE 2 ELMO WEEDON ROAD NO. 10064: Per WO# 35115, applicant used force account labor, equipment and materials consisting of 4 loads @ 8cy/load= 32 cy or 60.8 TN of Blackbase in-place and compacted to repair the damages at Site 2.1, Site 2.2, and Site 2.3.

Labor 593.44

Equipment 560.78

Materials 4864.00

SITE 3 WEEDON LOOP NO. 10065: Per WO# 35116, applicant used force account labor, equipment and materials consisting of 1 load @ 8cy/load= 8 cy or = 15.2 TN of ASPPM GR IV Coldmix to repair the the damages at Site 3.1, Site 3.2, Site 3.3, Site 3.4, Site, and Site 3.6 for a total of 8 CY in-place.

Labor 397.58

Equipment 455.90

Materials 1406.00

SITE 4 LAKEFRONT DRIVE NO. 24701: Per WO# 35121, applicant used force account labor, equipment and materials consisting of 7 loads @ 8cy/load= 56 cy @ 1.9 cy/tn = 106.4 tn of blackbase to repair the the damages at Site 4.1, Site 4.2, Site 4.3, and Site 4.4 for a total of 56 CY in-place.

Labor 774.68

Equipment 800.63

Materials 8512.00

SITE 5 CLIFF ROAD NO. 10045: Per WO# 35110, applicant used force account labor, equipment and materials consisting of 1. 066 Limestone Backfill: 1 load @ 8cy/load= 8 cy @ 1.3 tn/cy = 10.4 tn; 2. SW23094 Frost Crushed Stone: 1 load @ 8cy/load= 8 cy @ 1.4 tn/cy = 11.2 tn; and 3. Blackbase: 1 load @ 8cy/load= 8 cy @ 1.9 cy/tn = 15.2 tn. for a total of 20 CY in-place.

Labor 192.52

Equipment 286.88

Materials 1694.98

SITE 6 WARREN RANCH ROAD NO. 10046: Per WO# 35111, applicant used force account labor, equipment and materials consisting of 3 load @ 8cy/load= 24 cy @ 1.3 tn/cy = 31.2 tn. for a total of 24 CY in-place.

Labor 367.63

Equipment 492.63

Materials 641.47

SITE 7 LONG TRUSSELL ROAD NO. 10047: Per WO# 35112, applicant used force account labor, equipment and materials consisting of 1. Cement Stabilized Sand-(CSS), 1 load @ 8cy/load = 8 cy @ 1.6 tn/cy = 12.8 tn, for a total of (8 CY). The work was performed at a site located within Grimes County, and the bridge and section of roadway are owned and maintained by Grimes County. The cost is not eligible under this project.

Labor 0

Equipment 0

Materials 0

SITE 8 MERKA ROAD NO. 10072. Per WO# 35118, applicant used force account labor, equipment and materials consisting of 1. Rip Rap 3x5 rock: 1 load @ 8cy/load= 8 cy @ 1.4 cy/tn = 11.2 tn and 2. Blackbase: 1 load @ 8cy/load= 8 cy @ 1.9 cy/tn = 15.2 tn. for a total of 16 CY in-place.

Labor 265.75

Equipment 379.05

Materials 1520.98

SITE 9 WILCOX LANE NO. 10204. Per WO# 35120, applicant used force account labor, equipment and materials consisting of 1. ASPPM GR IV Coldmix, 2 loads @ 8cy/load= 16 cy @ 1.9 cy/tn = 30.4 tn. for 16 CY in-place.

Labor 400.99

Equipment 322.88

Materials 2812.00

Project Costs Totals

Labor \$3,436.62

Equipment \$3,580.68

Materials \$23,275.43

DAC \$????

Does the Scope of Work change the pre-disaster conditions at the site? Yes <input checked="" type="checkbox"/> No	Special Considerations included? Yes <input checked="" type="checkbox"/> No
---	---

Hazard Mitigation proposal included? Yes <input checked="" type="checkbox"/> No	Is there insurance coverage on this facility? Yes <input checked="" type="checkbox"/> No
---	--

#### PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			

		Work Completed			
1	9007	Labor	1/LS	\$ 3,436.62	\$ 3,436.62
2	9008	Equipment	1/LS	\$ 3,580.68	\$ 3,580.68
3	9009	Material	1/LS	\$ 23,275.43	\$ 23,275.43
		Direct Subgrantee Admin Cost			
4	9901	Direct Administrative Costs (Subgrantee)	1/LS	\$ 0.00	\$ 0.00
				<b>TOTAL COST</b>	\$ 30,292.73
PREPARED BY JAY CUNNINGHAM			TITLE PROJECT SPECIALIST	SIGNATURE	
APPLICANT REP. Michele Bailey-Meade			TITLE Emergency Management Coordinator	SIGNATURE	

BRAZOS (COUNTY) :					
Conditions Information					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
No Conditions					

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
No Comments				

<u>P</u>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO007C Precinct 2 - Roadway Damages
Period of Performance Start:	Period of Performance End:
	12-11-2017

### Subgrant Application - Entire Application

**Application Title:** BZO007C Precinct 2 - Roadway Damages

**Application Number:**

**Application Type:** Subgrant Application (PW)

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET						
DISASTER			PROJECT NO.	PA ID NO.	DATE	CATEGORY
FEMA	4272	- DR -TX	BZO007C	041-99041-00		C
APPLICANT: BRAZOS (COUNTY)					WORK COMPLETE AS OF: 02-28-2017 : 100 %	
Site 1 of 1						
DAMAGED FACILITY:				COUNTY: Brazos		
Roads, Precinct 2						
LOCATION:				LATITUDE:	LONGITUDE:	
Current Version:				30.77616	-96.38212	
Brazos County R&B Office and Stock Yard-2617 Hwy 21 Bryan, TX 77803 (30.66945, -96.40126)				30.77804	-96.3801	
SITE 1. Ferrill Creek Road #10021 (30.83789, -96.29335).				30.8117	-96.17736	
SITE 2. Democrat Road #10057 (30.81170, -96.17736).				30.8126	-96.36552	
SITE 3. House Cemetery Road #10024 Begin (30.875450, -96.27970) end ( 30.876175, -96.27919) 325 LF.				30.83789	-96.29335	
SITE 4. New Church Cemetery Road #10088 (30.90716, -96.28270).				30.85333	-96.36201	
SITE 5. Wheelock Road #10017 (30.85333, -96.36201).				30.87545	-96.2797	
SITE 6. Old Bundick Road #10027 (30.94228, -96.24116).				30.87618	-96.27919	
SITE 7. Collette Lane #10005 two locations:				30.90716	-96.2827	
Site 7.1 (30.77804, -96.38010).				30.94228	-96.24116	
Site 7.2 (30.77616, -96.38212).						
SITE 8: Dick Elliot Road #10016 (30.81260, -96.36552).						
DAMAGE DESCRIPTION AND DIMENSIONS:						
Current Version:						
During the incident period of May 22, 2016 through June 24, 2016, Flooding, Severe Storms, Straight-line Winds and Tornadoes occurred throughout the State of Texas. Heavy rain caused significant flooding throughout Brazos County including the facilities under the jurisdiction of Precinct 2 resulting in damages to bridge approachments and embankments, culverts and roadways. Following are the estimated damage details for each of the locations:						
SITE 1. Ferrill Creek Road #10021. Floodwaters washed out a 24-inch diameter x 40 LF CMP culvert, and a 46 LF x 25 FT wide x estimated 2 FT deep average section of gravel roadway over the culvert. (86 CY)						
SITE 2. Democrat Road #10057. Floodwaters over topped to roadway and washed out a 40-FT x 8-FT x 8 inch section of roadway approach to Bridge. (8 CY).						



SITE 3. House Cemetery Road #10024. Flood waters over topped roadway damaging 295 LF x 9-FT wide x 2 inch deep section of gravel roadway. (16 CY)

SITE 4. New Church Cemetery Road #10088. Flood waters washed out the 36-IN x 30-FT CMP culvert, 15 LF x 5 FT x 1.5 FT deep rip rap on each side (8 CY), and 45 LF x 20-FT wide x 8 inch deep (22 CY) average section of gravel roadway over the culvert.

SITE 5. Wheelock Road #10017. Floodwaters washed out a 13-FT x 11-FT x 2-FT (12 CY) area in the southwest corner of the Wheelock Hall Road over Bee Creek Bridge between the bridge wing wall and the guardrail.

SITE 6. Old Bundick Road #10027. Flood waters washed out asphaltic paving at bridge approaches, SW 75-FT x 25-FT x 2.7-IN (15 CY) & NW 110-FT x 25-FT x 2.7-IN (23 CY), and displaced 4 each 25 FT sections of guard railing.

SITE 7. Collette Lane #10006 two locations:

Site 7.1. Flood waters washed out 25-FT x 10-FT x 6-IN section of chip and seal road. (6 CY)

Site 7.2. Flood waters washed out 55-FT x 10-FT x 6-IN section of chip and seal road. (10 CY)

SITE 8. Dick Elliot Road #10016. Flood waters washed out 30 LF x 22 FT wide x 10 inch deep section of roadway surfacing over 36 inch culvert. (20 CY)

#### SCOPE OF WORK:

Current Version:

#### WORK COMPLETED:

*The Applicant used FA Labor, FA Equipment, and Materials to repair damages identified to pre-disaster condition and profile. Project costs are based on actual documented cost for labor, equipment and materials as documented on the attached Work Orders (WO) or revised per field inspections conducted by FEMA, State and local personnel, with the exception material quantities vary in situations where loads in cubic yards were logged in some cases erroneously as tons. Specifically:*

SITE 1. Ferrill Creek Road #10021, per WO# 35105: applicant used force account labor, equipment and materials to replace the washed out a 24-inch diameter x 40 LF CMP culvert, and a 46 LF x 25 FT wide x estimated 2 FT deep average section of gravel roadway over the culvert. (86 CY)

Labor 2255.07

Equipment 2680.25

Materials 4299.90

SITE 2. Democrat Road #10057, per WO# 35113: applicant used force account labor, equipment and materials to replace the washed out a 40-FT x 8-FT x 8 inch section of roadway approach to Bridge. (8 CY).

Labor 263.82

Equipment 240.25

Materials 1216.00

SITE 3. House Cemetery Road #10024, per WO# 35106: applicant used force account labor, equipment and materials to replace the damaged 295 LF x 9-FT wide x 2 inch deep section of gravel roadway. (16 CY)

Labor 210.10

Equipment 617.00

Materials 530.43

SITE 4. New Church Cemetery Road #10088, per WO# 35119: applicant used force account labor, equipment and materials to replace the washed out the 36-IN x 30-FT CMP culvert, 15 LF x 5 FT x 1.5 FT deep rip rap on each side (8 CY), and 45 LF x 20-FT wide x 8 inch deep (22 CY) average section of gravel roadway over the culvert.

Labor 1702.44

Equipment 2281.50

Materials 1657.43

SITE 5. Wheelock Road #10017, per WO# 35104: applicant used force account labor, equipment and materials to replace the washed out a 13-FT x 11-FT x 2-FT (12 CY) area in the southwest corner of the Wheelock Hall Road over Bee Creek Bridge between the bridge wing wall and the guardrail.

Labor 348.00

Equipment 601.00

Materials 403.20

SITE 6. Old Bundick Road, #10027, per WO# 35107: applicant used force account labor, equipment and materials to replace the washed out asphaltic paving at bridge approaches, SW 75-FT x 25-FT x 2.7-IN (15 CY) & NW 110-FT x 25-FT x 2.7-IN (23 CY), and displaced 4 each 25 FT sections of guard railing.

Labor 617.43

Equipment 976.03

Materials 8878.50

SITE 7. Collette Lane #10006 two locations, per WO# 35102:

Site 7.1. : applicant used force account labor, equipment and materials to replace the washed out 25-FT x 10-FT x 6-IN section of chip and seal road. (6 CY)

Site 7.2. : applicant used force account labor, equipment and materials to replace the washed out 55-FT x 10-FT x 6-IN section of chip and seal road. (10 CY)

Labor 146.25

Equipment 169.00  
Materials 2622.00

SITE 8, Dick Elliot Road #10016, per WO# 35103: : applicant used force account labor, equipment and materials to replace the washed out 30 LF x 22 FT wide x 10 inch deep section of roadway surfacing over 36 inch culvert. (20 CY)

Labor 688.86  
Equipment 717.38  
Materials 1747.22

Project Costs Totals  
Labor \$6,231.96  
Equipment \$8,282.40  
Materials \$19,154.68

#### PROJECT COMMENTS (DR-4272-TX)

-- **RECORD RETENTION:** As described in 2 CFR 200.55 Subgrantee must maintain all work-related records for a period of three (3) years from Subgrantee closure (final payment), all records relative this project worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs.

-- **DIRECT ADMINISTRATIVE COSTS:** The subgrantee requested Direct Administrative Costs (DAC) that are directly chargeable to this project. Associated eligible work is related administration of the PA project only and in accordance with 2 CFR 200.413. These costs are treated consistently and uniformly as direct costs in all federal awards and other subgrantee activities and are not included in any approved indirect cost rates.

-- **HAZARD MITIGATION PROPOSAL:** Hazard Mitigation under section 406 has been considered for this project and due to the type of work or project, effective mitigation is not feasible within the requirements of 44 CFR 206.226(c).

-- **PROCUREMENT:** The Applicant was advised by FEMA PAC and/or Project Specialist that in the seeking of proposals and letting of contracts for eligible work, the Applicant must comply with its Local, State and/or Federal procurement laws, regulations, and procedures as required by 2 CFR 317-326. (see attached)

-- **PERMITS:** Federal Funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The applicant is responsible for obtaining all required permits prior to the commencement of work.

-- **ENVIRONMENTAL AND HISTORIC PRESERVATION:** Applicant must comply with all applicable environmental and historic preservation laws. Federal funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds.

-- **CHANGES TO SCOPE OF WORK DESCRIBED IN THIS PW/SA (SUBGRANT APPLICATION):** The applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities. Any change to the approved scope of work on a Project Worksheet (PW/SA) must be reported and approved before work begins. Failure to report changes may jeopardize Federal and State funding. In the case of a change in scope of work, the applicant shall notify the Texas Division of Emergency Management program representative prior to starting work.

-- **INSURANCE REVIEW:** The applicant is aware that all projects are subject to an insurance review as stated in 44 C.F.R. Sections 206.252 and 206.253. If applicable, an insurance determination will be made either as anticipated proceeds or actual proceeds in accordance with the applicant's insurance policy which may affect the total amount of the project. Approval of this project may result in an obtain/maintain insurance requirement. The Subgrantee must comply with insurance reviewer terms and conditions upon receipt of sub-grant from the State.

-- **COST BASIS FOR LABOR, EQUIPMENT AND MATERIALS:** Costs used to formulate this project were based on: [select all that apply and include data dates]

- FEMA cost codes
- Unit Costs provided by Applicant

-- **AUDIT STATEMENT:** All documentation related to this project worksheet is subject to audit and must reflect disaster - related work and project - specific cost. The applicant has been advised of responsibility to maintain supporting documentation (records). The type of records to be maintained is specified in FEMA policy 2 CFR Subpart F, Audit Requirements. Records must be maintained for three 3 years from the date the last project was completed or from the date final payment was received, whichever is later.

-- **75% FEDERAL FUNDING:** In accordance with 44 CFR 206.47(a) and current disaster declaration determinations, this project worksheet will be funded with the Federal Cost share at 75% of all eligible costs.

-- **BACKUP DOCUMENTATION:** 100 % of the Backup Documentation provided has been reviewed and has been included with this project.

-- **WORK TO BE COMPLETED:** Upon completion, this site will be returned to its original design, function, and capacity within the original footprint. Acquiring all necessary Federal, State, and local permits is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds.

-- **ROAD PROJECTS (FIRMette Requirement):** Any road being repaired to pre-disaster design, function, capacity that does not include a hazard mitigation proposal, will not require a FIRMette. If any work to repair the road requires work outside the original footprint a FIRMette will be required.

-- FEDERAL AID ROADS: Project Specialist has validated that none of the sites in this project are listed on the Federal Functional Classification System as Major Collectors, Minor Arterials, Principal Arterials, or Interstate, receiving federal funding.

-- SMALL PROJECTS, ANY CATEGORY: For small projects FEMA pays based on the actual or estimated cost in order to expedite the funds (Public Assistance Program & Policy Guide pg. 139.) FEMA does not perform final inspections on small projects; however, the state must certify compliance. The applicant does have the ability to request a small project netting (appeal) if/when significant not small overruns occur. This process will involve a review of all documentation for all small projects and an adjustment will be made for the total actual eligible dollars spent (over-run/under-run). A final Project Worksheet will then be required in EMMIE to capture all the eligible PA costs for the small projects.

-- SMALL PROJECT CHANGE REQUEST: Change requests to small project worksheets will not be approved unless there is a change in the approved scope of work. This change must be approved prior to the construction. If after completion of all small projects the applicant incurs a significant net small project overrun, the applicant must file an appeal within 60 day of completion of the applicant's last small project. All requests must be submitted through the grantee.

-- By accepting this grant the Applicant to the best of their ability acknowledges that all damages described within this Sub-grant Application and all associated costs being claimed were a direct result of the declared event, and in connection with the incident period of May 22, 2016 through June 24, 2016 with the exception of requests for alternate or improved projects.

Does the Scope of Work change the pre-disaster conditions at the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Special Considerations included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Hazard Mitigation proposal included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
PROJECT COST					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			
1	9007	Labor	1/LS	\$ 6,231.96	\$ 6,231.96
2	9008	Equipment	1/LS	\$ 8,282.40	\$ 8,282.40
3	9009	Material	1/LS	\$ 19,154.68	\$ 19,154.68
				<b>TOTAL COST</b>	<b>\$ 33,669.04</b>
PREPARED BY JAY CUNNINGHAM			TITLE PROJECT SPECIALIST		SIGNATURE
APPLICANT REP. Michele Bailey-Meade			TITLE Emergency Management Coordinator		SIGNATURE

BRAZOS (COUNTY) :					
Conditions Information					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
No Conditions					

Internal Comments				
No.	Queue	User	Date/Time	Reviewer Comments
No Comments				

<u>P</u>	
Applicant Name:	Application Title:
BRAZOS (COUNTY)	BZO007C Precinct 2 - Roadway Damages
Period of Performance Start:	Period of Performance End:
	12-11-2017

### Subgrant Application - Entire Application

Application Title: BZO007C Precinct 2 - Roadway Damages

Application Number:

Application Type: Subgrant Application (FW)

Bundle Reference # (Amendment #)	Date Awarded

### Subgrant Application - FEMA Form 90-91

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET						
DISASTER		PROJECT NO.	PA ID NO.	DATE	CATEGORY	
FEMA	4272 - DR -TX	BZO008C	041-99041-00	03-08-2017	C	
APPLICANT: BRAZOS (COUNTY)				WORK COMPLETE AS OF: 02-28-2017 : 100 %		
Site 1 of 1						
DAMAGED FACILITY:				COUNTY: Brazos		
Roads, Precinct 4						
LOCATION:				LATITUDE:	LONGITUDE:	
Current Version:				30.5936	-96.40044	
Brazos County R&B Office and Stock Yard-2617 Hwy 21 Bryan, TX 77803 (30.66945, -96.40126)				30.59521	-96.44111	
SITE 1. Leonard Road. (30.59521, -96.44111)				30.62276	30.62276	
SITE 2. Silver Hill Road.				30.64232	-96.4491	
Site 2.1 (30.65121, -96.45900)				30.65121	-96.459	
Site 2.2 (30.64232, -96.44910)				30.65871	-96.4322	
SITE 3. Pleasant Hill Road. (30.658712, -96.43220)				30.66945	-96.40126	
SITE 4. Higgs Drive. (30.62276, -96.42228)				30.70193	-96.45255	
SITE 5. Creekside Drive. (30.70236, -96.44887)				30.70236	-96.44887	
SITE 6. Drummer drive. (30.59360, -96.40044)				30.72933	-96.47036	
SITE 7. Deer Crossing Drive. (30.70193, -96.45255)						
SITE 8. JC Long Drive. (30.72933, -96.47036)						
DAMAGE DESCRIPTION AND DIMENSIONS:						
Current Version:						
During the incident period of May 22, 2016 through June 24, 2016, Flooding, Severe Storms, Straight-line Winds and Tornadoes occurred throughout the State of Texas. Heavy rain caused significant flooding throughout Brazos County including the facilities under the jurisdiction of Precinct 4 resulting in damages to bridge and culvert embankments, culverts and gravel roads. Following are the estimated damage details for each of the locations:						
Site 1. Leonard Road. Flood waters washed out roadway materials over a recently replaced culvert consisting of 150' x 34' x 6 inch base (96 CY), 150 x 32 x 2 inch thick surfacing materials (30 CY), and 150 x 6 FT x 5 FT x 2 sides rip rap (83 CY)						
Site 2. Silver Hill Road, two locations: Site 2.1. Flood waters washed out 48 inch x 44 LF culvert (1 EA), 30 LF x 30 FT wide, incl shouldering x 2.34 FT deep average roadway materials (78 CY), and 10 FT x 6 FT wide x 2 FT thick rip rap at each end = (8 CY); and Site 2.2. 48 inch x 50 LF culvert (1 EA), 78 LF x 30 FT wide, incl shouldering x 1.9 FT deep average roadway materials (164 CY), and 10 FT x 6						

FT wide x 2 FT thick rip rap at each end = (8 CY).

Site 3. Pleasant Hill Road. Flood waters over topped roadway and damaged 2 spots of paving in close proximity (91 LF x 18 FT wide, incl shouldering x 6 inch deep + 60 LF x 18 FT wide, incl shouldering x 6 inch deep) (46 CY).

Site 4. Higgs Drive, at culvert crossing. Floodwaters washed out 70 LF x 22 FT wide x 2 inch deep roadway surfacing (10 CY), and 20 LF x 30 FT wide x 8 inch dep roadway base over culvert. (14 CY). Total 24 CY of materials.

Site 5. Sandy Oaks Drive (Creskide Road). Flood waters washed out 24 LF x 6 FT wide x 1.5 FT deep rip rap at culvert. (8 CY)

Site 6. Drummer Circle. Flood waters washed out a 50 LF x 3 FT wide x 1.5 FT deep section of roadway shouldering materials. (8 CY).

Site 7. Deer crossing Drive. Flood waters washed out a 114 LF x 8 FT wide x 6 inch deep section of roadway and shouldering. (16 CY)

Site 8. JC Long Drive. Flood waters washed out 100 LF x 6 FT x 2 FT deep section of roadway ombankment at culverts. (48 CY)

#### SCOPE OF WORK:

##### Current Version:

##### WORK COMPLETED:

The Applicant used FA Labor, FA Equipment, and Materials to repair damages identified to pre-disaster condition and profile: Project costs are based on actual documented cost for labor, equipment and materials as documented on the attached Work Orders (WO) or revised per field inspections conducted by FEMA, State and local personnel, with the exception material quantities vary in situations where loads in cubic yards were logged in some cases erroneously as tons. Specifically:

SITE 1. Leonard Road, WO# 35126. Replaced washed out roadway materials over a recently replaced culvert consisting of 150' x 34' x 6 inch base (96 CY), 150 x 32 x 2 inch thick surfacing materials (30 CY), and 150 x 6 FT x 5 FT x 2 sides rip rap (83 CY)

Labor 2125.55

Equipment 2015.25

Materials 10497.28

SITE 2. Silver Hill Road, WO#35127.

Site 2.1 Replaced washed out 48 inch x 44 LF culvert (1 EA), 30 LF x 30 FT wide, incl shouldering x 2.34 FT deep average roadway materials (78 CY), and 10 FT x 6 FT wide x 2 FT thick rip rap at each end = (8 CY);

Site 2.2 Replaced washed out 48 inch x 50 LF culvert (1 EA), 78 LF x 30 FT wide, incl shouldering x 1.9 FT deep average roadway materials (164 CY), and 10 FT x 6 FT wide x 2 FT thick rip rap at each end = (8 CY).

Labor 5896.34

Equipment 4953.00

Materials 14350.63

SITE 3. Pleasant Hill Road, WO# 35128. Replaced damaged 2 spots of paving in close proximity (81 LF x 18 FT wide, incl shouldering x 6 inch deep + 60 LF x 18 FT wide, incl shouldering x 6 inch deep) (46 CY).

Labor 1308.03

Equipment 1121.25

Materials 7040.00

SITE 4. Higgs Drive, WO# 35129. Replaced washed out 70 LF x 22 FT wide x 2 inch deep roadway surfacing (10 CY), and 20 LF x 30 FT wide x 8 inch dep roadway base over culvert. (14 CY). Total 24 CY of materials.

Labor 180.95

Equipment 263.50

Materials 780.42

SITE 5. Creekside Drive, WO# 35130. Replaced washed out 24 LF x 6 FT wide x 1.5 FT deep rip rap at culvert. (8 CY)

Labor 237.49

Equipment 228.00

Materials 304.98

SITE 6. Drummer drive, WO# 35131. Replaced washed out a 50 LF x 3 FT wide x 1.5 FT deep section of roadway shouldering materials. (8 CY).

Labor 2303.84

Equipment 1744.00

Materials 1216.00

SITE 7. Deer Crossing Drive, WO# 35132. Replaced washed out a 114 LF x 8 FT wide x 6 inch deep section of roadway and shouldering. (16 CY)

Labor 316.29

Equipment 259.25

Materials 2432.00

SITE 8. JC Long Drive, WO# 35133. Replaced washed out 100 LF x 6 FT x 2 FT deep section of roadway embankment at culverts. (48 CY)

Labor 1103.34

Equipment 1004.75

Materials 1774.23

Project Costs Totals  
 Labor \$13,471.83  
 Equipment \$11,589.00  
 Materials \$38,395.54

**PROJECT COMMENTS (DR-4272-TX)**

-- **RECORD RETENTION:** As described in 2 CFR 200.33 Subgrantee must maintain all work-related records for a period of three (3) years from Subgrantee closure (final payment), all records relative to this project worksheet are subject to examination and audit by the State, FEMA and the Comptroller General of the United States and must reflect work related to disaster specific costs.

-- **DIRECT ADMINISTRATIVE COSTS:** The subgrantee requested Direct Administrative Costs (DAC) that are directly chargeable to this project. Associated eligible work is related administration of the PA project only and in accordance with 2 CFR 200.413. These costs are *treated consistently and uniformly as direct costs in all federal awards and other subgrantee activities and are not included in any approved indirect cost rates.*

-- **HAZARD MITIGATION PROPOSAL:** Hazard Mitigation under section 408 has been considered for this project and due to the type of work or project, effective mitigation is not feasible within the requirements of 44 CFR 206.226(c).

-- **PROCUREMENT:** The Applicant was advised by FEMA PAC and/or Project Specialist that in the seeking of proposals and letting of contracts for eligible work, the Applicant must comply with its Local, State and/or Federal procurement laws, regulations, and procedures as required by 2 CFR 317-326. (see attached)

-- **PERMITS:** Federal Funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds. The applicant is responsible for obtaining all required permits prior to the commencement of work.

-- **ENVIRONMENTAL AND HISTORIC PRESERVATION:** Applicant must comply with all applicable environmental and historic preservation laws. Federal funding is contingent upon acquiring all necessary Federal, State and Local permits. Noncompliance with this requirement may jeopardize the receipt of federal funds.

-- **CHANGES TO SCOPE OF WORK DESCRIBED IN THIS PW/SA (SUBGRANT APPLICATION):** The applicant shall comply with all applicable codes and standards in the completion of eligible work to repair or replace damaged public facilities. Any change to the approved scope of work on a Project Worksheet (PW/SA) must be reported and approved before work begins. Failure to report changes may jeopardize Federal and State funding. In the case of a change in scope of work, the applicant shall notify the Texas Division of Emergency Management program representative prior to starting work.

-- **INSURANCE REVIEW:** The applicant is aware that all projects are subject to an insurance review as stated in 44 C.F.R. Sections 206.252 and 206.253. If applicable, an insurance determination will be made either as anticipated proceeds or actual proceeds in accordance with the applicant's insurance policy which may affect the total amount of the project. Approval of this project may result in an obtain/maintain insurance requirement. The Subgrantee must comply with insurance reviewer terms and conditions upon receipt of sub-grant from the State.

-- **COST BASIS FOR LABOR, EQUIPMENT AND MATERIALS:** Costs used to formulate this project were based on: (select all that apply and include data dates)

- FEMA cost codes

- Unit Costs provided by Applicant

-- **AUDIT STATEMENT:** All documentation related to this project worksheet is subject to audit and must reflect disaster - related work and project - specific cost. The applicant has been advised of responsibility to maintain supporting documentation (records). The type of records to be maintained is specified in FEMA policy 2 CFR Subpart F, Audit Requirements. Records must be maintained for three (3) years from the date the last project was completed or from the date final payment was received, whichever is later.

-- **75% FEDERAL FUNDING:** In accordance with 44 CFR 206.47(a) and current disaster declaration determinations, this project worksheet will be funded with the Federal Cost share at 75% of all eligible costs.

-- **BACKUP DOCUMENTATION:** 100 % of the Backup Documentation provided has been reviewed and has been included with this project.

-- **WORK TO BE COMPLETED:** Upon completion, this site will be returned to its original design, function, and capacity within the original footprint. Acquiring all necessary Federal, State, and local permits is required for Federal Funding. Noncompliance with this requirement may jeopardize the receipt of Federal funds.

-- **ROAD PROJECTS (FIRMette Requirement):** Any road being repaired to pre-disaster design, function, capacity that does not include a hazard mitigation proposal, will not require a FIRMette. If any work to repair the road requires work outside the original footprint a FIRMette will be required.

-- **FEDERAL AID ROADS:** Project Specialist has validated that none of the sites in this project are listed on the Federal Functional Classification System as Major Collectors, Minor Arterials, Principal Arterials, or Interstate, receiving federal funding.

-- **SMALL PROJECTS, ANY CATEGORY:** For small projects FEMA pays based on the actual or estimated cost in order to expedite the funds (Public Assistance Program & Policy Guide pg. 139.) FEMA does not perform final inspections on small projects; however, the state must certify compliance. The applicant does have the ability to request a small project netting (appeal) if/when significant net small over-runs occur. This process will involve a review of all documentation for all small projects and an adjustment will be made for the total actual eligible dollars spent (over-run/under-run). A final Project Worksheet will then be required in EMMIE to capture all the eligible PA costs for the small projects.

-- SMALL PROJECT CHANGE REQUEST: Change requests to small project worksheets will not be approved unless there is a change in the approved scope of work. This change must be approved prior to the construction. If after completion of all small projects the applicant incurs a significant net small project overrun, the applicant must file an appeal within 60 day of completion of the applicant's last small project. All requests must be submitted through the grantee.

-- By accepting this grant the Applicant to the best of their ability acknowledges that all damages described within this Sub-grant Application and all associated costs being claimed were a direct result of the declared event, and in connection with the incident period of May 22, 2016 through June 24, 2016 with the exception of requests for alternate or improved projects.

Does the Scope of Work change the pre-disaster conditions at the site? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Special Considerations included? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Hazard Mitigation proposal included? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Is there insurance coverage on this facility? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
<b>PROJECT COST</b>					
ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			
1	9007	Labor	1/LS	\$ 13,471.83	\$ 13,471.83
2	9008	Equipment	1/LS	\$ 11,589.00	\$ 11,589.00
3	9009	Material	1/LS	\$ 38,395.54	\$ 38,395.54
<b>TOTAL COST</b>					<b>\$ 63,456.37</b>
PREPARED BY JAY CUNNINGHAM			TITLE PROJECT SPECIALIST		SIGNATURE
APPLICANT REP. Michele Bailey-Meade			TITLE Emergency Management Coordinator		SIGNATURE

<b>BRAZOS (COUNTY) :</b>					
<b>Conditions Information</b>					
Review Name	Condition Type	Condition Name	Description	Monitored	Status
No Conditions					
<b>Internal Comments</b>					
No.	Queue	User	Date/Time	Reviewer Comments	
No Comments					



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Purchasing                      NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Payment authorization to West in the amount of \$279.32 for the monthly subscription of law books for the County Attorney's Office; the amount of invoice exceeded amount of invoice.

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 03/22/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Payment Authorization.pdf](#)

**Description**

Payment Authorization

**Type**

Backup Material



# BRAZOS COUNTY

## Payment Authorization

10

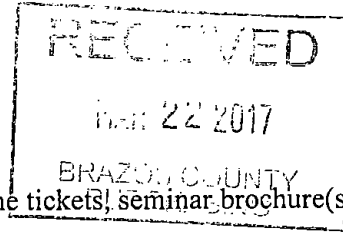
Vendor #: 3187

Division: 18000100

Pay to: West Payment Center

Today's Date: 22-Mar-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
3/4/2017	835787211	Monthly billing for West Complete			276.31
		Library Subscription			
3/4/2017	835787212	Monthly billing for West Complete			3.01
		Library Subscription			
FREIGHT TOTAL					279.32

"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."

*Rupie Contreras*  
*Luisa Surrubarkes*

Requisitioned By

*[Signature]*

Approved/County Judge

FUND	DIVISION	ACCOUNT	PRJECT#	AMOUNT
	18000100	61620000		\$ 279.32

TOTAL \$ 279.32

Approved/County Auditor



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Fleet Services NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Payment authorization to AMA Towing in the amount of \$175.00 to pay for emergency towing service on 3/4/2017; a purchase order could not be obtained in advance.

TO: Commissioners Court

FROM: Gail Davis

DATE: 03/20/2017

FISCAL IMPACT: True

BUDGETED: True

DOLLAR AMOUNT: \$175.00

BUDGET DETAIL: Use account 11100000-65950000

SOURCE OF FUNDS: 0100

**ATTACHMENTS:**

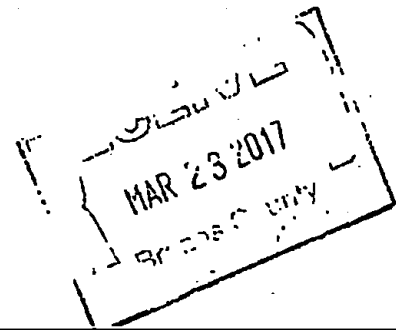
**File Name**

**Description**

**Type**



**BRAZOS COUNTY**  
Payment Authorization



Vendor #: 96563  
Pay to: AMA TOWING  
Address: 1581 CROSSWIND DRIVE STE. 300  
BRYAN, TX  
77808

Division: 11100000  
Today's Date: 3/22/2017

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
3/4/2017	030417BPD	EMERGENCY TOWING	1	175.00	175.00

"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."

**FREIGHT TOTAL** S **175.00**

FUND	DIVISION	ACCOUNT	PROJECT#	AMOUNT
0100	11100000	65950000		S 175.00

**TOTAL S 175.00**

*[Signature]*  
Requisitioned By  
*[Signature]*  
Approved/County Judge  
*[Signature]*  
Approved/County Auditor

INVOICE 030417BPD



TDLR VSF LICENSE NO. 0647323VSF

cm 3/14/17 to  
ccaldwell@brazoscountytx.gov  
1581 CROSSWIND DRIVE, SUITE 300  
BRYAN, TX 77808  
(979) 696-3982  
amatowing@ymail.com

DATE OF TOW: 3/4/17		TIME OF TOW: 8:50	AM PM	NAME:	
LOCATION OF VEHICLE: ROCK PRAIRIE & WELLBORN				ADDRESS:	
LOCATION TOWED TO: 2617 HIGHWAY 21 W <input type="checkbox"/> 1581 CROSSWIND DRIVE, SUITE 300 - BRYAN - TX - 77808				CITY:	STATE: ZIP:
TOW COMPANY THAT TOWED VEHICLE: NAME: PUBLIC PHONE # TDLR # <input checked="" type="checkbox"/> AMA TOWING - TDLR LICENSE #006432805C - 979-696-3982				MAKE/MODEL DODGE CHARGER	COLOR: WHITE
TDLR # OF TOW OPERATOR: 30257		TOW TRUCK LICENSE PLATE #: T0565H		YR: 10	STATE TX LICENSE PLATE NO. 109 5947
AGENCY/PERSON REQUESTING TOW: ADDRESS: PHONE: <input type="checkbox"/> BPD - Bryan Police Dept. - 303 E. 29th St. - Bryan, TX 77803 - (979) 209-5300 <input type="checkbox"/> SHERIFF - Brazos County Sheriff - 1700 W. Hwy. 21 - Bryan, TX 77803 - (979) 361-4900 <input type="checkbox"/> DPS - Dept. Of Public Safety - 2571 North Earl Rudder Fwy. - Bryan, TX 77803 - (979) 776-3100 <input type="checkbox"/> CSPD - College Station Police Dept. - 2611 S. Texas Ave. - College Station, TX 77840 - (979) 764-3600				VIN: 2B3AA4CT4AH113592	
DATE/TIME CALLED INTO DISPATCH: 3/4/17				REASON FOR NON CONSENT TOW: TOW STATUTE <input checked="" type="checkbox"/> SEC.2308.354, SEC.2308.252	
NAME OF DISPATCH AGENCY:				CONDITION OF VEHICLE 1-MINOR 2-MODERATE 3-EXTREME  KEYS LEFT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	

TOWING CHARGES DESCRIPTION		TOWING CHARGES	
DIRECT ALL COMPLAINTS TO: TEXAS DEPARTMENT OF LICENSING & REGULATION P.O. BOX 12157 - AUSTIN, TX 78711 (800) 803-9202 www.tdlr.texas.gov/complaints enforcement@tdlr.gov	VEHICLE INVENTORY NOTES: ERIC CALDWELL #520	TOWING	175.00
		TOW FEES TOTAL	175.00

STORAGE CHARGES DESCRIPTION		STORAGE CHARGES	
DATE ENTERED: _____ DATE RELEASED: _____	TOTAL DAYS STORAGE:	STORAGE	
TIME ENTERED: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM TIME RELEASED: _____ <input type="checkbox"/> AM <input type="checkbox"/> PM	QTY _____	NOTIFICATION FEE	
VEHICLE RELEASED TO: _____ STATE/FED ID # _____	<input checked="" type="checkbox"/> \$ 20.00 PER DAY	IMPOUNDMENT FEE	
CUSTOMER SIGNATURE: <input checked="" type="checkbox"/>	PAYMENT:	GOVT. ENTITY FEE	
VEHICLE TRANSFER	<input type="checkbox"/> CASH <input type="checkbox"/> CHECK# <input type="checkbox"/> CREDIT CARD	SALES TAX	
TRANSFERRED TO: _____ DATE: _____		STORAGE FEES TOTAL	
TOW COMPANY WHO PERFORMED TRANSFER: _____		GRAND TOTAL	175.00
TOW OPERATOR NAME: _____ TOW OPERATOR TDLR # _____			
IMPOUNDMENT FEE: DATE PERFORMED: _____	GOVT. ENTITY FEE EXPLANATION: _____		
<input type="checkbox"/> MOTOR VEHICLE RECORD INQUIRY <input type="checkbox"/> SECURE VEHICLE <input type="checkbox"/> INVENTORY <input type="checkbox"/> LOCKED <input type="checkbox"/> OPEN WINDOWS COVERED <input type="checkbox"/> TARPED	RELEASED BY: _____		
VEHICLE STORAGE FACILITY NOT RESPONSIBLE FOR DAMAGES NOTED ABOVE, AND PERSONAL PROPERTY LEFT IN VEHICLE, OR FOR VEHICLE ITSELF AFTER TRANSFER TO ANY LOCATION, ESPECIALLY IN CASES OF FIRE, THEFT, VANDALISM OR ANY OTHER CAUSE BEYOND OUR CONTROL.			

NON-CONSENT TOWED VEHICLES: A COPY OF THE RIGHTS OF OWNER OR OPERATOR ARE LOCATED ON THE REVERSE SIDE OF THIS RECEIPT

MAR 23 2017

Brazos County



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Information Technology Department      NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Request from the Information Technology Department to approve a Change Order to the TriTech Inform RMS project to acquire licensing for a Test environment. Half the cost of this change will be paid for by the City of Bryan.

TO: Commissioners Court

FROM: Eric V. Caldwell, CGCIO

DATE: 03/21/2017

FISCAL IMPACT: True

BUDGETED: False

DOLLAR AMOUNT: \$7,134.50

BUDGET DETAIL: CHANGE ORDER #Q4432LA-01 will add a Test environment to augment the existing Production and Training environments. The requested amount is one-half of the total cost. The City of Bryan will be paying a smaller portion of the TriTech costs but they will also be providing the required Microsoft operating systems and SQL Server licensing so that their total cost will equal \$7,134.50 as well. Please note that this additional licensing will also result in an increase of \$1307 to the annual support cost. This cost will be requested in Computer Contracts with our M&O budget.

SOURCE OF FUNDS: If approved by Commissioners Court, a related budget amendment will be requested by the budget office.

NOTES/EXCEPTIONS: The TriTech RMS project was originally deployed using only a Production environment (servers and software) and a combination Test/Training environment. As we progress in implementing it is clear that we need to separate the Test environment from the Training environment. Separating these functions into two environments will permit us to test critical patches before deployment into the Production environment even as we continue to conduct Training on future releases.

To separate these will require additional licensing, both from TriTech and from Microsoft. Because this new environment, like the current environments, will be running on hardware owned by the City of Bryan, it makes sense for the City to purchase the operating and SQL Server licensing themselves. This expense partially offsets their TriTech licensing share.

ACTION REQUESTED OR ALTERNATIVES: Request approval.

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

12



## Change Order

Q4432LA-01

Date: 3/9/2017

### General & Client Information

Client Name:	City of Bryan	Bill to:	
System Description:	RMS Test System and Archive Server	City of Bryan	
Great Plains ID:	TX548/SD	801 East 29th Street	
Change Order #		Bryan, TX 77803	
Original Sales Order #	6502		
Client Purchase Order #			
Client Purchase Order Date			
Client Contact:	Bernie Acre		
Contact Phone:	979-209-5111	Ship to:	
Contact Email Address:	bacre@bryantx.gov	City of Bryan	
Credit Terms:		801 East 29th Street	
Account Executive:	Roxanna Vincent	Bryan, TX 77803	
Project Manager	Linda Ali		

### Project Products & Services

Qty	Sales Category	Item Description	Unit Price	Qty*Unit \$		Extended Price
Project Additions:						
1	RMS 8x5	Inform RMS Test or Training System (Add On)	\$ -	\$ -		\$ -
1	Project & Install Services	Inform RMS Test or Training System Setup	\$ 9,000.00	\$ 9,000.00		\$ 9,000.00
1	RMS 8x5	Inform RMS Archive Server Software	\$ 2,500.00	\$ 2,500.00	\$ (2,500.00)	\$ -
1	Project & Install Services	Inform RMS Archive Server Configuration	\$ 2,100.00	\$ 2,100.00	\$ (2,100.00)	\$ -
1	PM Services	Project Management	\$ 1,260.00	\$ 1,260.00		\$ 1,260.00
				\$ -		\$ -
				\$ -		\$ -
1	Support 8x5	Inform RMS Test or Training System Maintenance	\$ 1,620.00	\$ 1,620.00		\$ 1,620.00
1	Support 8x5	Inform RMS Archive Server Software	\$ 450.00	\$ 450.00		\$ 450.00
Project Deletions:						
					Total:	\$ 12,330.00

### Project Summary & Totals

	Inform RMS Software - 8x5					-
	Inform Annual Support & Maintenance - 8x5					2,070.00
	Project & Installation Services					9,000.00
	Project Management Services					1,260.00
					Subtotal:	\$ 12,330.00
	Estimated Sales Tax (State: ____ at ____%) Taxable sales:	0.00	Sales tax rate:	5.00%		\$ -
	Estimated Shipping					\$ -
					Total:	\$ 12,330.00

### Project Payment Terms: Net 30 days from date of invoice

	Due Upon Order with the following distribution:					
	City of Bryan					\$ 5,195.50
	Brazos County					\$ 7,134.50
					Total Payments:	\$ 12,330.00

### Summary Information & Project Notes

Note 1: All hardware and O/S licenses will be provided by the City of Bryan  
Installation services will be completed remotely

Note 2:

Send Purchase Orders to:

TriTech Software Systems

Attn: Sales Admin FAX: 858-799-7015

salesadmin@tritech.com

Remit Payments to:

TriTech Software Systems

PO Box # 203223

Dallas, TX 75320-3223

Issued by:

Linda Ali

Contact info:

(858) 799-7353

### Terms and Conditions



## Change Order

Q4432LA-01

Date: 3/9/2017

Proposed Change Order is valid for 60 (sixty) days.

### Software License Terms:

The TriTech Software is licensed for use by Client in accordance with the software licensing terms of the System Purchase Agreement or other TriTech license agreement currently in effect between TriTech and Client. Acceptance for the TriTech Software may be defined in the applicable Statement of Work ('SOW'), if not, the Software licenses shall be deemed accepted on delivery.

The annual Software Support Services for the TriTech Software licenses are provided for a period of twelve-months from the Installation date and shall be governed by the existing Software Support Agreement currently in effect between TriTech and Client. Support fees will be prorated at renewal of the existing support term to adjust the term to be co-terminus with the existing Software Support Agreement term.

### Sales Tax:

Any estimated sales and/or use tax has been calculated as of the date of Change Order and is provided as a convenience for budgetary purposes. TriTech reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing, at the then current rates. Your organization must provide TriTech with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction, when your order is placed, if you are exempt from sales tax.

### General Terms:

The items in this Change Order are based upon meetings and communications with the Client and unless attached to a contract form the entirety of the deliverables from TriTech.

The TriTech Software license price does not include any services for installation. Services, if applicable are listed as separate line items.

The scope of Deliverables for this order will be limited to the TriTech Software, Services, and Support, and if applicable third party items (collectively the "System") that are explicitly listed herein for the listed quantities.

This order provides TriTech Software licenses as well as required deployment services only for the environments that are explicitly listed herein (Production, Test, Training, Disaster Recovery, etc.). These software licenses do not apply to any other existing environments, or environments that may be implemented in the future.

Changes in the scope of certain components of the System may impact the cost and timelines for other areas of the Project.

All services will be performed during normal business hours, unless otherwise stated in this Change Order for specific service deliverables.

Deployment and implementation of TriTech Software and Services are based upon Client's provision and compliance with TriTech's System Planning Document.

TriTech reserves the right to adjust this Change Order as a result of changes including but not limited to project scope, deliverables (TriTech Software, or third party software or hardware, including changes in the hardware manufacturer's specifications), services, interface requirements, and Client requested enhancements.

Travel and out-of-pocket expenses will be invoiced as incurred, at actual cost, unless specifically itemized in the proposed change order.

TriTech reserves the right to assess \$1,000 cancellation fee for the training classes that are cancelled any later than 5 business days prior to the first day of the class, plus any additional fees or charges associated with the cancellation and rebooking of the airline tickets and other travel arrangements.

TriTech reserves the right to assess 25% of the services fee, up to \$1,000 as cancellation fee for any remote, or onsite installation services work that are cancelled by the Client at no fault of TriTech any later than 5 business days prior to the date of performing the work. This may include the services that are cancelled or rescheduled due to the client's infrastructure not meeting the minimum requirements for the installation, lack of preparation of the site based on TriTech's documentation, issues with remote connectivity, or other barriers that result in the work being cancelled.

By signing below, you are indicating that you are authorized to obligate funds for your organization. To activate this change order, check the appropriate box below and, either, (i) attach a copy of this change order to your purchase order when it is remitted to TriTech, or, (ii) if no additional authorizing paperwork is required for your organization to accept and pay an invoice, sign below and fax this change order to 858-799-7015 or email to salesadmin@tritech.com to indicate your acceptance.

☐ Purchase Order required and attached, reference PO# \_\_\_\_\_ on invoice

☐ No Purchase Order required to invoice

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☐ I am tax exempt. Please contact me if TriTech does not have my current exempt information on file.

### **Accepted for Client**

City of Bryan

Client Agency/Entity Name

Print Name

Client Authorized Representative

Title



**TRITECH**  
SOFTWARE SYSTEMS

**Change Order**

Q4432LA-01

Date: 3/9/2017

Signature

Client Authorized Representative

Duane Peters, County Judge

Date

3/25/17



# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

TriTech Software Systems  
San Diego, CA United States

Certificate Number:  
2017-179161

Date Filed:  
03/16/2017

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Brazos County

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

TX548/SD  
Public Safety Software and support

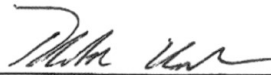
4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Clark, Blake	San Diego, CA United States	X	
	Eales, Tony	San Diego, CA United States	X	

5 Check only if there is NO Interested Party.

☐

### 6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said SEE ATTACHED, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**

**CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )  
 County of San Diego )  
 On March 16, 2017 before me, Sean William Raburn,  
*Date Here Insert Name and Title of the Officer*  
 personally appeared Blake Clark  
*Name(s) of Signer(s)*

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature [Signature]  
*Signature of Notary Public*

*Place Notary Seal Above*

**OPTIONAL**

*Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.*

**Description of Attached Document**

Title or Type of Document: Brazos County TX - Cert. of Interested Parties Document Date: \_\_\_\_\_  
 Number of Pages: \_\_\_\_\_ Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: \_\_\_\_\_  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Individual ☐ Attorney in Fact  
☐ Trustee ☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_  
 Signer Is Representing: \_\_\_\_\_

Signer's Name: \_\_\_\_\_  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Individual ☐ Attorney in Fact  
☐ Trustee ☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_  
 Signer Is Representing: \_\_\_\_\_



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Award contract # 17-260 for Jail Pharmaceuticals to Contract Pharmacy Services.  
TO: Commissioners Court  
FROM: Christy Norton  
DATE: 03/23/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Award Contract #17-260 for Jail Pharmaceuticals to Contract Pharmacy Services.

**ATTACHMENTS:**

**File Name**

[Pharmaceutical Services Agreement -  
Contract Pharmacy Services.pdf](#)

**Description**

Contract

**Type**

Backup Material



## Contract Pharmacy SERVICES

### AGREEMENT TO PROVIDE PHARMACEUTICAL SERVICES

This agreement is by and between BRAZOS COUNTY DETENTION CENTER and BRAZOS COUNTY JUVENILE JUSTICE (hereinafter "BRAZOS COUNTY") and CONTRACT PHARMACY SERVICES, INC., a Pennsylvania corporation, (hereinafter "CPS").

#### RECITALS

- A. Presently, BRAZOS COUNTY is providing healthcare services to inmates under the control of the BRAZOS COUNTY DETENTION CENTER and BRAZOS COUNTY JUVENILE JUSTICE, (hereinafter referred to as "Facilities") in Bryan, Texas. As part of its responsibility to provide healthcare to inmates under their custody, BRAZOS COUNTY DETENTION CENTER and BRAZOS COUNTY JUVENILE JUSTICE must provide prescription drugs and other medications to inmates (hereinafter "Prescription items").
- B. CPS is a licensed pharmacy and has all requisite professional licenses and DEA registration to provide medications in the State of Texas.

BRAZOS COUNTY wishes to utilize the services of CPS and, correspondingly, CPS wishes to provide such services to BRAZOS COUNTY.

NOW, THEREFORE, BRAZOS COUNTY and CPS do hereby agree as follows:

1. BRAZOS COUNTY's Utilization of CPS Services

For the term of this Agreement, BRAZOS COUNTY will, when available, make best efforts to utilize the services of CPS for the providing of Prescription items at the Facilities.

2. Term of this Agreement

This Agreement shall commence April 1, 2017 through June 30, 2018, and shall automatically renew annually thereafter, unless otherwise terminated as set forth herein.



3. Extent of Service

During the term of this Agreement, CPS agrees to provide the following services at the Facilities:

- a. Fill and Deliver Prescriptions. CPS will fill all Prescription items daily, Monday through Saturday. All prescription items transmitted to CPS before 4:00 PM Central Standard Time daily, Monday through Friday, will be delivered the next day. All prescriptions ordered before 11:00 AM Central Standard Time on Saturday will be filled and delivered to the Facilities the next working day (usually Monday) unless the Facilities are notified otherwise. All prescriptions will be filled and delivered to the Facilities within 24 hours, unless notified otherwise.

Contract Pharmacy Services will be closed on six (6) holidays per year, as listed below:

New Year's Day  
Memorial Day  
Independence Day  
Labor Day  
Thanksgiving Day  
Christmas Day

CPS will notify the Facilities in advance of any changes in the schedule for ordering and/or delivery due to holidays. The Facilities should utilize onsite stock and/or the emergency pharmacy service during holiday closings.

- b. Emergency Service. CPS will arrange with a local pharmacy to act as "backup" in case of an emergency that cannot be handled through the normal delivery procedure. CPS will provide the Facilities staff with a procedure for contacting a pharmacist and/or the backup pharmacy. In the event the local pharmacy must be used, CPS will charge the Facilities the same amount as billed by the local pharmacy.

CPS will provide the Facilities with an emergency phone number to contact the "on call" pharmacist in the event that the medical staff needs to consult with a pharmacist after normal business hours. The "on call" pharmacist will answer medication related questions and assist the Facilities in procedural issues.

- c. Dispensing System. CPS will dispense all prescriptions via the Automated "strip packaging" system. The exception to Automated will be for non-patient specific (stock) controlled substances, which will be dispensed in a "blister card" medication dispensing system.

- d. Medication Quantities. CPS shall dispense Prescription items in quantities sufficient to provide medication for 30 doses initially, and will adjust the quantity upward depending upon the incarceration period of the inmate. This is subject to the Texas Board of Pharmacy regulations and instructions of the prescribing practitioner.
- e. Controlled Substances. CPS shall provide all prescribed controlled substances in blister cards for easy accountability and will dispose of unused controlled substances, at no expense to BRAZOS COUNTY, and in accordance with applicable State and Federal regulations.
- f. Starter Stock. If allowed by state regulations, CPS shall maintain a starter stock system at the Facilities. Items will be determined in consultation with the Facilities' Healthcare Administrator, Director of Nursing, and Medical Director.
- g. Emergency Medications. CPS shall maintain a drug box located at the Facilities. Items in the emergency drug box will be determined in consultation with the Facilities' Healthcare Administrator, Director of Nursing, and Medical Director.
- h. Generic Medications. CPS shall dispense all prescriptions generically, unless there is no generic substitute. All drugs will be obtained from manufacturers with an AB rating or better by the FDA.
- i. Meetings & Inspections. CPS shall conduct quarterly Pharmaceutical and Therapeutic Committee meetings with medical staff at the Facilities. Site inspections of the Facilities' med room will be performed by a CPS employee (or local pharmacist under contract to CPS) at no cost to the Facilities. These meetings and inspections meet the current standards for NCCHC, ACA, and AJA accreditation.
- j. Medication Carts. CPS will (if requested) provide the Facilities with a sufficient number of medication carts to store and administer medications at the Facilities. Medication carts will be maintained by CPS in good working condition and are expected to last at least three (3) years under normal circumstances. CPS requests the assistance of medical staff in making sure the carts are maintained. The carts are the property of CPS and will be returned by the Facilities in the event the contract is terminated.
- k. Fax Machines. CPS agrees to provide fax machines for the transmission of physicians' orders to the pharmacy. Supplies for the fax machine (toner, paper, etc) will be the responsibility of the Facilities. A toll-free number will be provided to the Facilities for fax and voice communication.
- l. eCorrRx™. CPS will provide eCorrRx™, a proprietary computerized physician's order entry (CPOE) system, to the medical unit at BRAZOS



COUNTY. eCorrRx™ will eliminate the need for nursing staff to transcribe physicians' orders. The Facilities will provide a broadband (DSL, Cable, T1) connection at its expense for the operation of the system. All hardware provided for use of the eCorrRx™ system remains property of CPS and will be returned by the Facilities in the event the contract is terminated.

- m. Reports. CPS will provide BRAZOS COUNTY with monthly reports on pharmaceutical usage.
- n. Medication Administration Records (MARs). CPS will provide BRAZOS COUNTY with computer generated Medication Administration Records (MARs), if requested, to be delivered no later than the 27th day of each month for the following month on all inmates who have prescribed medications. Hardware utilized with the eCorrRx™ system will enable the Facilities to print MARs onsite.

#### 4. Insurance

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

(1) Statutory Workers Compensation Insurance with Employers Liability Insurance in the amount of \$1,000,000. In the event any work is sublet, the Contractor shall require the subcontractor similarly to provide the same coverage and shall himself acquire evidence of such coverage on behalf of the subcontractor. (TLC Sec. 401.011)

(2) Commercial General Liability Insurance with a \$ 2,000,000 Combined Single Limit. The policy shall be on the Comprehensive General Liability 1986/90 occurrence form, and shall include coverage for acts of independent contractors, and shall name Brazos County as an additional insured. Waiver of subrogation is required. No claims made policies are acceptable without prior approval by the Commissioners Court/Risk Management.

(3) Automobile Public Liability Insurance with a \$1,000,000 Combined Single Limit, in all self-propelled vehicles used in connection with the contract, whether owned, non-owned or hired. Waiver of subrogation is required.

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

5. Fees and Payment Terms

For the services to be provided as documented in paragraph 3 above, CPS shall charge for its services based upon the following pricing formula:

- a. All prescription and non-prescription medications will be billed based on Average Wholesale Price (AWP) as published by Medi-Span®:

AWP minus twenty-one percent (21%) for Brand Name (single source) drugs.

AWP minus ninety percent (90%) for Generic (multiple source) drugs

Medications will not be sold below Contract Pharmacy Services' Actual Acquisition Cost (AAC). If, in using the stated pricing formulas, a medication calculates below cost, the medication will be charged at CPS' Actual Acquisition Cost.

- b. CPS will allow credit for the return of unused medications. No credit will be given for partial bottles of liquid medications, eye/ear preparations, or topical medications. All medications must be returned in the original container in which they were issued and have an expiration date of three (3) months or more.

Credit will be issued at the price charged to the Facility. There is not a processing fee for each package returned for credit.

Controlled substances cannot be returned to CPS, since they must be destroyed according to DEA regulations.

- c. Contract Pharmacy Services will bill the Facilities at the end of each calendar month. Billing will be sent to the Facilities by the 5<sup>th</sup> working day of each month for services provided in the previous month.

Payments of invoices received are due and payable to CPS, Net 30 days after receipt of invoice. If the Facilities requires special procedures for payment of invoices (i.e. purchase orders, multiple copies, electronic billing, etc.), they must notify CPS before the beginning of the contract. CPS will make every effort to comply with the payment procedures required by the Facilities.

6. Representation and Warranties

- a. CPS Representation and Warranties

- 1) CPS represents and warrants that it is currently in compliance with



all State, Federal, and Local pharmaceutical licensing requirements and that this licensing compliance shall continue in full force and effect during the term of this Agreement.

- 2) CPS further represents and warrants that the dispensing of Prescription items shall be in compliance at all times with appropriate State, Federal, and Local pharmaceutical laws and regulations.
- 3) CPS further represents and warrants that the representative signing this Agreement has the necessary authority to enter into this Agreement on behalf of CPS.
- 4) CPS is a Pennsylvania corporation in good standing and is qualified to do business in the State of Texas.

b. BRAZOS COUNTY Representation and Warranties

BRAZOS COUNTY represents and warrants that the representative signing this Agreement has the necessary authority to enter into this Agreement on behalf of BRAZOS COUNTY DETENTION CENTER and BRAZOS COUNTY JUVENILE JUSTICE.

7. Notices

All notices or other writings required under this agreement shall be deemed to have been made when sent by certified mail to the following address or to such other address as the parties may designate in writing:

PHARMACY: Contract Pharmacy Services, Inc.  
Attention: Wayne Shafer, R.Ph.  
Chief Executive Officer  
125 Titus Avenue  
Warrington, Pennsylvania 18976

BRAZOS COUNTY: Brazos County Purchasing Department  
Attention: Charles Wendt, Purchasing Agent  
200 S. Texas Avenue  
Suite 352  
Bryan, Texas 77803

8. Representatives

CPS hereby designates Wayne Shafer, R.Ph. to be available to service the Agreement and resolve any problems which relate thereto. Similarly, BRAZOS COUNTY designates Charles Wendt, Purchasing Agent to represent it in all matters relating to this Agreement. Either party may change the designated

representatives for this Agreement at any time upon notification to the other party.

9. Termination

- a. Without cause. This contract may be canceled by either party without cause upon at least sixty (60) days prior written notice to the other party.
- b. Upon breach of Agreement. BRAZOS COUNTY may cancel this Agreement at any time upon twenty (20) days prior notice if CPS breaches any responsibilities hereunder and fails to correct or remedy this breach within ten (10) days after notification. However, for purposes of this subsection, a breach which would permit termination only after twenty (20) days prior notice does not include a situation where any representation or warranty provided by CPS or BRAZOS COUNTY at the time of entering into this Agreement is later found to be untrue. In such situation where a representation or warranty contained herein is subsequently found to be false, the other party may cancel this Agreement at any time without prior notice.

10. CPS as Independent Contractor

The parties acknowledge that CPS is providing the services contemplated hereunder as an independent contractor and is neither an agent, employee, partner nor joint venture of, or with, BRAZOS COUNTY.

11. Indemnification

CPS covenants and agrees that it will indemnify and hold harmless BRAZOS COUNTY and all of BRAZOS COUNTY's officers, agents, or employees from any claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by CPS or any of its agents, representatives or employees, during the performance of this Agreement, whether direct or indirect, and whether to any person or property to which BRAZOS COUNTY or said parties may be subject, except that neither CPS nor any of its agents, representatives or employees will be liable under this section for damages arising out of injury or damage to any person or property directly caused or resulting from the negligence of BRAZOS COUNTY or any of its officers, agents or employees.

12. Amendment to Agreement

No amendment to this Agreement shall be valid or enforceable unless in writing and executed by duly authorized representatives of both parties.

13. Third Party Beneficiaries

The parties agree that they have not entered into this Agreement for the benefit of any third person or persons and it is their express intention that the Agreement is for their respective benefits only and not for the benefit of others who might otherwise be deemed to constitute third party beneficiaries hereof.

14. Severability

The terms and conditions of this Agreement shall be deemed to be severable. Consequently, if any cause, term or condition hereof shall be held to be illegal or void, such determination shall not affect the validity or legality of the remaining terms and conditions hereunder.

15. Captions

The captions appearing in the paragraphs in this Agreement are for convenience only. They are not a part of this Agreement and do not, in any way, limit or amplify the terms and provisions hereunder. In addition, in the event any provision of this Agreement is deemed ambiguous, such provision shall not be construed against CPS for the reason that CPS was primarily responsible for the drafting of this Agreement, since both parties hereby assume equal responsibility for the drafting of this Agreement.

16. Counterparts

This Agreement may be executed simultaneously in two or more counterparts each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

17. Governed Law

This Agreement is governed by the laws of the State of Texas, determined within the State of Texas courts.

IN WITNESS WHEREOF, the parties have executed the Agreement effective as of that commencement date documented in paragraph 2 above.

**Brazos County**

By:   
Duane Peters, County Judge

**Contract Pharmacy Services, Inc.**

By: \_\_\_\_\_  
Wayne J. Shafer, Chief Executive Officer

Date: 3/28/17

Date: \_\_\_\_\_



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Award of bid contract # 17-270 Hydrated Lime.  
TO: Commissioners Court  
DATE: 03/22/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Tabulation.xls](#)

[Submitted Bid - Austin White Lime.pdf](#)

**Description**

Tabulation

Submitted Bid

**Type**

Backup Material

Backup Material

BID TABULATION 17-270		
HYDRATED LIME		
March 28, 2017 - March 31, 2018		
	AUSTIN WHITE LIME	
DESCRIPTION	PRICE PER TON	Extended Price
QUICKLIME, GRADE DS	\$145.39	\$29,077.56
HYDRATED LIME	\$147.39	\$29,477.56
DELIVERY TIME AFTER ORDER IS PLACED	2 Business Days	
FREE TIME	2 Hours free unloading time	
DEMURRAGE	\$75/Hour	

**RECOMMENDATION: Austin White Lime**

Approved by Commissioner's Court on this 28<sup>th</sup> day of March, 2017 by

 holding the position of Brazos County Judge

**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:	Purchasing	NUMBER:	
DATE OF COURT MEETING:	3/28/2017		
ITEM:	Renewal of Contract #17-288R for Solid Waste Hauling and Recycling with Texas Commercial Waste.		
TO:	Commissioners Court		
FROM:	Christy Norton		
DATE:	03/20/2017		
FISCAL IMPACT:	False		
BUDGETED:	False		
DOLLAR AMOUNT:	\$0.00		

ACTION REQUESTED OR ALTERNATIVES:	Renewal of Contract #17-288R for Solid Waste Hauling and Recycling with Texas Commercial Waste
-----------------------------------	--

**ATTACHMENTS:**

**File Name**

[Original\\_2013-26\\_Contract.pdf](#)  
[Tabulation.xlsx](#)  
[17-288R\\_renewal\\_letter\\_\(2\).pdf](#)

### Description

Original Contract  
Tabulation  
Renewal letter

Type

Backup Material  
Backup Material  
Backup Material



# Brazos County Purchasing Department

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

March 14, 2017

Texas Commercial Waste  
PO Box 645  
Bryan, TX 77806

Phone: 979-775-7171  
Fax: 979-822-5006  
Email: tcwronsch@hotmail.com

Attn: Ron Schmidt

**Re: *Renewal of Contract for Solid Waste Hauling and Recycling -17-288R, previously known as 2016-177R and 2013-26***

Brazos County appreciates the quality work your company has provided and would like to exercise the renewal option for *Solid Waste Hauling and Recycling -17-288R, previously known as 2016-177R and 2013-26*. All terms, conditions, and pricing shall remain the same. This renewal will be for one year starting May 22, 2017 through May 21, 2018.

To accept the renewal option, please fill out the information and sign below. Return the signed documents by email to [cnorton@brazoscountytexas.gov](mailto:cnorton@brazoscountytexas.gov) or fax to (979) 361-4293. **Please then submit the original signed documents and an updated Certificate of Insurance by mail to the address listed above. Please return acceptance as soon as possible.** If you have any questions, I may be reached at (979) 361-4291.

Contact Name: RON SCHMIDT Telephone: 979-775-7171

E-Mail: TCWRONSC@HOTMAIL.COM Fax: 979-822-5006

TEXAS COMMERCIAL WASTE

A handwritten signature in black ink, appearing to be "Ron Schmidt", written over a horizontal line.

Authorized Signature

3-15-2017  
Date

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

BRAZOS COUNTY

Duane Peters, County Judge

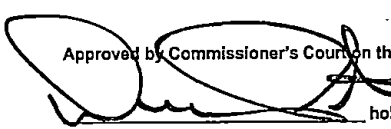
3/28/17  
Date

Tabulation					
IQ 17-288R Solid Waste Hauling/Recycling					
Previously known as 2016-177R and 2013-26					
May 22, 2017 through May 21, 2018					
Description	Estimated Quantity	Texas Commercial Waste (TCW)	Total Amount for TCW	Brazos Valley Recycling (BVR)	Total Amount for BVR
Hauling Charge to Landfill Weekdays 8:00am - 5:00pm	32	\$125.00	\$4,000.00	\$160.00	\$5,120.00
Hauling Charge to Landfill after hours	0	\$150.00	\$0.00	\$160.00	\$0.00
Hauling Charge to Vendor Location 8:00am - 5:00pm	37	\$125.00	\$4,625.00	\$140.00	\$5,180.00
Hauling Charge to Vendor Location after hours	6	\$150.00	\$900.00	\$140.00	\$840.00
Tipping Fee Compost/Shavings cost per ton	201.72 Tons	\$0.00	\$0.00	\$13.50	\$2,723.09
Tipping Fee Mixed Construction Materials cost per ton	63.35 Tons	\$15.00	\$950.25	\$13.50	\$855.23
Tipping Fee Cardboard cost per ton	5 Tons	Market Value Rebate less \$40/ton	(100.00*5 Tons)- (\$40.00*5 Tons) = \$300.00	\$0.00	\$0.00
Rental cost of 40 yard open top container	Up to 5 at a Time	\$0.00 for 5 total containers - \$1.00/container after first 5	\$0.00	\$0.00	\$0.00
Rental cost of 30 yard open top container	Up to 5 at a Time	\$0.00 for 5 total containers - \$1.00/container after first 5	\$0.00	\$0.00	\$0.00
Acceptions:		\$25.00 Cost to deliver container after hours	N/A		
Estimated Total Cost/Year		\$10,175.25		\$14,718.31	

DELIVERY TIME		
Description	Texas Commercial Waste	Brazos Valley Recycling
Delivery of empty container during working hours	4 hours	2 hours
Delivery of empty container after hours	4 hours	4 hours
Pick up of full container with recyclable materials during working hours	4 hours	2 hours
Pick up of full container with recyclable materials after hours	4 hours	4 hours
Pick up of full container with mixed trash during working hours	4 hours	2 hours
Pick up of full container with mixed trash after hours	4 hours	4 hours

Recommended Award: Texas Commercial Waste

Approved by Commissioner's Court on this 28<sup>th</sup> day of March, 2017 by

 holding the position of Brazos County Judge





**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Renewal of contract # 17-289R Landscape Maintenance with Green Teams, Inc.

TO: Commissioners Court

FROM: Christy Norton

DATE: 03/22/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Renewal of Contract for Landscape Maintenance #17-289R with Green Teams, Inc.

**ATTACHMENTS:**

**File Name**

[original\\_contract.pdf](#)

[Vendor signed renewal letter.pdf](#)

[17-289R Tabulation.xls](#)

**Description**

Original Contract

Renewal letter

Tabulation

**Type**

Backup Material

Backup Material

Backup Material



# Brazos County Purchasing Department

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

March 14, 2017

Green Teams, Inc  
731 Industrial Blvd.  
Bryan, TX 77803

Phone: 979-823-7551  
Fax: 979-822-3303  
Email: len@greenteamsinc.com

Attn: Len Gallagher

**Re: *Renewal of Contract for Landscape Maintenance – 17-289R, previously known as 2016-174R, 2015-47R and 2013-50***

Brazos County appreciates the quality work your company has provided and would like to exercise the renewal option for *Landscape Maintenance – 17-289R, previously known as 2016-174R, 2015-47R and 2013-50*. All terms, conditions, and pricing shall remain the same. This renewal will be for one year starting June 1, 2017 through May 31, 2018

To accept the renewal option, please fill out the information and sign below. Return the signed documents by email to [lcontreras@brazoscountytexas.gov](mailto:lcontreras@brazoscountytexas.gov) or fax to (979) 361-4293. **Please then submit the original signed documents and an updated Certificate of Insurance by mail to the address listed above. Please return acceptance as soon as possible.** If you have any questions, I may be reached at (979) 361-4294.

Contact Name: Green Teams, Inc. Telephone: 979-823-7551

E-Mail: len@greenteamsinc.com Fax: 979-822-3303

GREEN TEAMS, INC

*Len Gallagher*

Authorized Signature  
Len Gallagher

BRAZOS COUNTY

Duane Peters, County Judge

03-20-17

Date

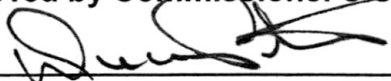
3/28/17

Date

Tabulation											
17-289R Landscape Maintenance											
Previously known as 2016-174R, 2015-47R, 2013-50											
June 1, 2017 through May 31, 2018											
	Juvenile Justice Center		Brazos Center-Irrigated		Brazos Center-Non Irrigated		Justice of Peace Pct. 3		Exposition Complex		Total Cost
	Cost/Month	Cost/Year	Cost/Month	Cost/Year	Cost/Month	Cost/Year	Cost/Month	Cost/Year	Cost/Month	Cost/Year	
Green Teams, Inc.	\$520.00	\$6,240.00	\$904.00	\$10,848.00	\$172.00	\$2,064.00	\$390.00	\$4,680.00	\$1,950.00	\$23,400.00	\$47,232.00
Earth First Landscapes	\$875.00	\$10,500.00	\$775.00	\$9,300.00	\$300.00	\$3,600.00	\$225.00	\$2,700.00	\$2,000.00	\$24,000.00	\$50,100.00
Growth Services, Inc	\$780.00	\$9,360.00	\$920.00	\$11,040.00	\$210.00	\$2,520.00	\$243.75	\$2,925.00	\$2,096.25	\$25,155.00	\$51,000.00
DKC Enterprises	\$1,425.89	\$17,110.68	\$333.95	\$4,007.40	\$1,306.30	\$15,675.60	\$582.08	\$6,984.96	\$3,337.42	\$40,049.04	\$83,827.68
B & C Contractors	\$1,365.00	\$16,380.00	\$950.00	\$11,400.00	\$288.00	\$3,456.00	\$528.00	\$6,336.00	\$2,250.00	\$27,000.00	\$64,572.00
Silver Sand Services	\$558.23	\$6,698.76	\$886.27	\$10,635.24	\$216.67	\$2,600.04	\$301.42	\$3,617.04	\$2,226.99	\$26,723.88	\$50,274.96
Rainbow Gardens	\$568.75	\$6,825.00	\$860.00	\$10,320.00	\$300.00	\$3,600.00	\$276.25	\$3,315.00	\$2,112.50	\$25,350.00	\$49,410.00
Land Scape USA	\$1,664.00	\$19,968.00	\$1,296.00	\$15,552.00	\$416.00	\$4,992.00	\$406.00	\$4,872.00	\$3,800.00	\$45,600.00	\$90,984.00

RECOMMENDED AWARD: GREEN TEAMS, INC

Approved by Commissioner's Court on this 28<sup>th</sup> day of March, 2017 by

 holding the position of Brazos County Judge



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM: Renewal of contract # 17-292R Cemeticious Slurry with Southern Cement Slurry LLC.

TO: Commissioners Court

FROM: Christy Norton

DATE: 03/22/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ACTION REQUESTED OR  
ALTERNATIVES: Renewal of Contract for Cemeticious Slurry #17-292R with Southern Cement Slurry LLC.

**ATTACHMENTS:**

**File Name**

[Original Contract.pdf](#)

[17-292R Renewal letter .pdf](#)

**Description**

Original Contract

Renewal Letter

**Type**

Backup Material

Backup Material



# Brazos County Purchasing Department

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

March 20, 2017

Southern Cement Slurry, LLC  
PO Box 716  
Porter, TX 77365

Phone: 281-570-9640  
Fax: 281-354-5908  
Email: al@greatsouthernstabilized.com

Attn: Al Woodward

**Re: Renewal of Contract for Cementitious Slurry 17-292R, previously known as 2016-162**

Brazos County appreciates the quality work your company has provided and would like to exercise the renewal option for *Cementitious Slurry 17-292R, previously known as 2016-162*. All terms, conditions, and pricing shall remain the same. This renewal will be for one year starting March 28, 2017 through March 31, 2018.

To accept the renewal option, please fill out the information and sign below. Return the signed documents by email to [cnorton@brazoscountytexas.gov](mailto:cnorton@brazoscountytexas.gov) or fax to (979) 361-4293. **Please then submit the original signed documents and an updated Certificate of Insurance by mail to the address listed above. Please return acceptance as soon as possible.** If you have any questions, I may be reached at (979) 361-4291.

Contact Name: Al Woodward Telephone: 281-570-9640

E-Mail: Al@GreatSouthernstabilized.com Fax: \_\_\_\_\_

SOUTHERN CEMENT SLURRY LLC

Authorized Signature

3/21/2017

Date

Duane Peters, County Judge

3/28/17

Date



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Purchasing NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Approval of contract # 17-294 with Strong Surveying for miscellaneous projects. Total contract not to exceed \$126,925.00.  
TO: Commissioners Court  
FROM: Leslie Contreras  
DATE: 03/22/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[Strong.pdf](#)

**Description**

Contract

**Type**

Backup Material

## AGREEMENT BETWEEN COUNTY AND SURVEYOR

---

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

---

**THIS AGREEMENT** is made on the 28 day of March, 2017,

Between the **COUNTY:**

BRAZOS COUNTY, TEXAS  
c/o Brazos County Commissioners' Court  
Attention: County Judge  
200 South Texas Ave., Ste. 332  
Bryan, Texas 77803

and the **SURVEYOR:**

Strong Surveying  
1722 Broadmoor, Ste. 105  
Bryan, TX 77802

for the following **PROJECT:** Professional SURVEYORing and Surveying Services for  
miscellaneous surveying projects as described in Exhibit A and Exhibit B.

---



---



---

The COUNTY and SURVEYOR agree as set forth below.

### ARTICLE I SURVEYOR'S RESPONSIBILITY

#### 1.1 SURVEYOR'S SERVICE

1.1.1 The SURVEYOR'S services consist of those services performed by the SURVEYOR, SURVEYOR'S employees and the SURVEYOR'S consultants as enumerated in Articles 2 and 3 of this Agreement.

1.1.2 The SURVEYOR'S services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Work. The SURVEYOR shall submit for the COUNTY'S approval a schedule for the performance of the SURVEYOR'S services which may be adjusted as the Project proceeds and shall include allowances for periods of time required for the COUNTY'S review and for approval of submissions by authorities having

jurisdiction over the Project. Time limits established by this schedule approved by the COUNTY shall not, except for reasonable cause, be exceeded by the SURVEYOR or the COUNTY.

## **ARTICLE II**

### **SCOPE OF SURVEYOR'S BASIC SERVICES**

#### **2.1 DEFINITION**

2.1.1 The SURVEYOR'S Basic Services consist of those described in attached Exhibit "A" and Exhibit "B" incorporated by reference hereto – SCOPE OF BASIC SERVICES TO BE PROVIDED BY Strong Surveying, TO BRAZOS COUNTY.

## **ARTICLE III**

### **ADDITIONAL SERVICES**

3.1 Article III Intentionally Deleted.

## **ARTICLE IV**

### **COUNTY'S RESPONSIBILITY**

4.1 The COUNTY shall provide full information regarding requirements for the Project, including a program, which shall set forth the COUNTY's objective, schedules, constraints and criteria.

4.2 The COUNTY shall establish and update an overall budget for the Project, including the Construction Cost, the COUNTY'S other costs and reasonable contingencies related to all of these costs.

4.3 The COUNTY shall designate a representative authorized to act on the COUNTY'S behalf with respect to the Project. The COUNTY, or such authorized representative, shall render decisions in a timely manner pertaining to documents submitted by the SURVEYOR in order to avoid unreasonable delay in the orderly and sequential progress of the SURVEYOR'S service.

4.4 The COUNTY shall give prompt written notice to the SURVEYOR if the COUNTY becomes aware of any fault or defect in the Project or non-conformance with the contract documents. Any delay by the COUNTY in providing said notice shall not constitute a waiver, a bar or act to estop the COUNTY from exercising any of its rights under this contract.

4.5 Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by the SURVEYOR, obtain advice of an attorney, insurance counselor and other consultants as the COUNTY deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of the SURVEYOR.

4.6 The proposed language of certificates or certifications requested of the SURVEYOR or the SURVEYOR'S consultants shall be submitted to the SURVEYOR for review and approval at least 14 days prior to execution. The COUNTY shall not request certifications that would require knowledge or services beyond the scope of this Agreement.



4.7 The COUNTY shall also provide those specific items identified in the attached Exhibit A and Exhibit B incorporated by reference hereto – ITEMS TO BE PROVIDED BY THE COUNTY TO THE SURVEYOR.

## **ARTICLE V** **CONSTRUCTION COST**

5.1 ARTICLE V INTENTIONALLY DELETED.

## **ARTICLE VI** **USE OF SURVEYOR'S DRAWINGS, SPECIFICATIONS AND OTHER DOCUMENTS**

6.1 The COUNTY shall be the absolute and unqualified owner of all drawings, preliminary layouts, record drawings, sketches and other documents prepared pursuant to this Agreement by the SURVEYOR with the same force and effect as if the COUNTY prepared same. Copies of complete or partially completed mylar reproducible, preliminary layouts, record drawings, sketches and other documents prepared pursuant to this Agreement shall be delivered to the COUNTY when and if this Agreement is terminated or upon completion of this Agreement, whichever occurs first. The SURVEYOR may retain one set of reproducible copies of the documents and these copies shall be for the SURVEYOR'S sole use in preparation of studies or reports for the COUNTY. The SURVEYOR is expressly prohibited from selling, licensing, or otherwise marketing or donating these documents, or using the documents in preparation of other work for any other client, without the prior express written permission of the COUNTY.

6.2 All documents including reports, drawings and specifications prepared by the SURVEYOR pursuant to this Agreement are instruments of service in respect of the Project. They are not intended or represented to be suitable for reuse by the COUNTY or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by the SURVEYOR for the specific purposes intended will be at the COUNTY'S sole risk and without liability or legal exposure to the SURVEYOR. Any such verification or adaptation will entitle the SURVEYOR to further compensation at rates to be agreed upon by the COUNTY and the SURVEYOR.

6.3 Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the SURVEYOR'S reserved rights.

## **ARTICLE VII** **TERMINATION, SUSPENSION OR ABANDONMENT**

7.1 This Agreement may be terminated by either party upon not less than fourteen (14) days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

7.2 If the COUNTY suspends the Project for more than thirty (30) consecutive days, the SURVEYOR shall be compensated for services performed prior to notice of such suspension.

7.3 This Agreement may be terminated by the COUNTY upon not less than fourteen (14) days written notice to the SURVEYOR in the event that the Project is permanently abandoned. If the COUNTY abandons the Project for more than ninety (90) consecutive days, the SURVEYOR may terminate this Agreement by giving written notice.

7.4 If the COUNTY fails to give prompt written authorization to proceed with any phase of services after completion of the immediately preceding phase, the SURVEYOR may, after giving seven (7) days written notice to the COUNTY, suspend services under this Agreement.

7.5 Failure of the COUNTY to make payments to the SURVEYOR in accordance with this Agreement shall be considered substantial nonperformance and cause for termination.

7.6 If the COUNTY fails to make payment when due to the SURVEYOR for services and expenses, the SURVEYOR may, upon seven (7) days written notice to the COUNTY, suspend performance of services under this Agreement. Unless the SURVEYOR receives payment in full within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the SURVEYOR shall have no liability to the COUNTY for delay or damage caused by the COUNTY because of suspension of services.

7.7 In the event of termination that is not the fault of the SURVEYOR, the SURVEYOR shall be compensated for services performed prior to termination, together with Reimbursable Expenses, if any, then due.

## **ARTICLE VIII**

### **MISCELLANEOUS PROVISIONS**

8.1 Unless otherwise provided, this Agreement shall be governed by the law of the principal place of business of the COUNTY. Venue for any dispute or disagreement regarding the terms of this Agreement shall be in Brazos County, Texas.

8.2 Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitation shall commence to run not later than either the date of Substantial Completion, or the date of issuance of the final Certificate for Payment for acts or failures to act occurring after Substantial Completion.

8.3 The COUNTY and the SURVEYOR, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representative of such other party with respect to all covenants of this Agreement. Neither the COUNTY nor the SURVEYOR shall assign this Agreement without the express written consent of the other party.

8.4 This Agreement represents the entire integrated agreement between the COUNTY and the SURVEYOR and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the COUNTY and the SURVEYOR.

8.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the COUNTY or the SURVEYOR.

8.6 The SURVEYOR shall have the right to include representations of the design of the Project, including photographs, among the SURVEYOR'S promotional professional materials. The SURVEYOR'S materials shall not include the COUNTY'S confidential or proprietary information, if the COUNTY has previously advised the SURVEYOR in writing of the specific information considered by the COUNTY to be confidential or proprietary.

8.8 COMPLIANCE AND STANDARDS. The SURVEYOR agrees to perform the work hereunder in accordance with generally accepted standards applicable thereto, and shall use that degree of care and skill commensurate with the surveying profession to comply with all applicable state, federal and local laws, ordinances, rules and regulations relating to the work to be performed hereunder and the SURVEYOR'S performance.

8.9 SURVEYING SERVICES: In accordance with the Professional Land Surveying Practices Act of 1989, the COUNTY is informed that any complaints about surveying services may be forwarded to the Texas Board of Professional Land Surveying, 7701 North Lamar, Suite 400, Austin, Texas 78752, (512) 452-9427.

8.10 INDEMNIFICATION: SURVEYOR shall save and hold harmless the COUNTY from and against any and all claims and liability due to activities of the SURVEYOR, its agents or employees, performed under this Agreement and which result from any negligent act, error, or omission of the SURVEYOR, or of any person employed by the SURVEYOR. The SURVEYOR shall also save harmless the COUNTY from and against any and all expenses, including attorney's fees which might be incurred by the COUNTY in litigation, or otherwise, resisting said claims or liabilities which might be imposed on the COUNTY as the result of such activities by the SURVEYOR, its agents or employees.

8.11 LIQUIDATED DAMAGES: It is acknowledged that the SURVEYOR's failure to achieve substantial completion of the Work within the Contract Time provided by the Contract Documents will cause the COUNTY to incur substantial economic damages and losses of types and in amounts which are impossible to compute and ascertain with certainty as a basis for recovery by the COUNTY of actual damages, and that liquidated damages represent a fair, reasonable and appropriate estimate thereof. Accordingly, in lieu of actual damages for such delay, the SURVEYOR agrees that liquidated damages may be assessed and recovered by the COUNTY as against SURVEYOR and its Surety, in the event of delayed completion and without the COUNTY being required to present any evidence of the amount or character of actual damages sustained by reason thereof; therefore SURVEYOR shall be liable to the COUNTY for payment of liquidated damages in the amount of \$0 for each day that Substantial Completion is delayed beyond the Contract Time as adjusted for time extensions provided by the Contract Documents. Such liquidated damages are intended to represent estimated actual damages and are not intended as a penalty, and SURVEYOR shall pay them to COUNTY without limiting COUNTY's right to terminate this agreement for default as provided elsewhere herein.

## **ARTICLE IX**

### **PAYMENTS TO THE SURVEYOR**

#### **9.1 PAYMENTS ON ACCOUNT OF BASIC SERVICES**

9.1.1 Upon approval by the COUNTY, or the COUNTY'S designee, payment for Basic Services shall be made monthly and shall be in proportion to services performed that month within each phase of service.

## 9.2 PAYMENTS ON ACCOUNT OF ADDITIONAL SERVICES

9.2.1 Upon approval by the COUNTY or the COUNTY'S designee of the SURVEYOR'S statement of services rendered or expenses incurred, payment on account of the SURVEYOR'S Additional Services and for Reimbursable Expenses shall be made monthly.

## 9.3 PAYMENTS WITHHELD

9.3.1 No deductions shall be made from the SURVEYOR'S compensation on account of penalty, liquidated damages or other sums withheld from payments to Contractors, or on account of the cost of changes in the Work other than those for which the SURVEYOR has been found to be liable.

## 9.4 SURVEYOR'S ACCOUNTING RECORDS

9.4.1 Records of Reimbursable Expenses pertaining to Additional Services and services performed on an hourly basis shall be available to the COUNTY or the COUNTY'S authorized representative at mutually convenient times.

## 9.5 LIMIT OF APROPRIATION

9.5.1 Prior to the execution of this Agreement, the SURVEYOR has been advised by the COUNTY and the SURVEYOR fully understand and agrees, such understanding and agreement being of the absolute essence to this Agreement, that the total maximum compensation that SURVEYOR may become entitled to hereunder, and the total maximum sum that the COUNTY shall become liable to pay to the SURVEYOR hereunder, shall not, under any conditions, circumstances or interpretations hereof, exceed the sum certified as available by the County Auditor in the Auditor's Certificate attached hereto.

# **ARTICLE X** **BASIS OF COMPENSATION**

The COUNTY shall compensate the SURVEYOR from funds obtained through current revenue of Brazos County as follows:

## 10.1 BASIC COMPENSATION

10.1.1 For Basic Services, as described in Article 2, Basic Compensation shall be computed as follows:

In accordance with the attached Exhibit "A" and Exhibit "B" incorporated by reference hereto, SCHEDULE OF FEES.

10.2 Payments shall be made by the COUNTY in accordance with Texas Government Code Chapter 2251. The COUNTY shall pay the SURVEYOR'S statement as approved by the COUNTY's designee within thirty (30) days after the COUNTY'S designee's approval of the same, provided that the approval or payment of any such statement shall not be considered to be evidence of performance by the SURVEYOR to the point indicated by such statement or of receipt or acceptance by the COUNTY of the work covered by such statement.

## **ARTICLE XI**

### **OTHER CONDITIONS OR SERVICES**

#### **11.1 INSURANCE**

11.1.1 The SURVEYOR shall file with the COUNTY a Certificate of Errors and Omissions Insurance having minimum limits of One Million and No/100 Dollars (\$1,000,000.00) for each occurrence and annual One Million and No/100 Dollars (\$1,000,000.00) aggregate. Such Errors and Omissions Insurance shall have a deductible not in excess of Two Hundred Thousand and No/100 Dollars (\$200,000.00) self-insured. Such Certificate shall bear the endorsement "Not to be canceled without thirty (30) days prior notice to BRAZOS COUNTY, TEXAS." The SURVEYOR shall maintain the Errors and Omissions Insurance at all times this Agreement is in effect and for a period of five (5) years after completion of the Project. Failure to maintain the required insurance shall be deemed to be a material breach of this Agreement.

11.1.2 The SURVEYOR shall also provide Worker's Compensation, automobile and comprehensive general liability policies. The SURVEYOR shall deliver the insurance certificates to the COUNTY. The coverage provided herein shall contain an endorsement providing thirty (30) days notice to the COUNTY prior to any cancellation of coverage. Said coverage shall be written by an insurer acceptable to the COUNTY and shall be in a form acceptable to the COUNTY. If the SURVEYOR has canceled or allowed to lapse any of these insurance policies then the COUNTY may pay for such insurance and may hold the amount of such payment out of the SURVEYOR's fees or be otherwise reimbursed. Failure to maintain the required insurance shall be deemed to be a material breach of this Agreement.

#### **11.2 PERIODS OF SERVICE**

11.2.1 The SURVEYOR shall begin work immediately upon receipt of the Notice-to-Proceed in writing by the COUNTY or the COUNTY's designee. The project will proceed according to the schedule shown in Exhibit "A" and Exhibit "B". The schedule makes certain assumptions regarding review processes and other activities that are beyond the control of the SURVEYOR.

11.2.2 Working days shall be defined as standard workdays between Monday and Friday, exclusive of holidays.

11.2.3 This schedule assumes an orderly progression of the SURVEYOR'S services. Delays beyond the control of the SURVEYOR may be cause for extension of this period of service, in which case the SURVEYOR shall submit in writing to the COUNTY its request for such extensions a minimum of thirty (30) calendar days prior to the end of the affected service period.


11.2.4 If the COUNTY has requested significant modifications or changes in the general scope, extent or character of the Project, the time or performance of the SURVEYOR'S services shall be adjusted equitably.

This Agreement entered into as of the day and year first written above.

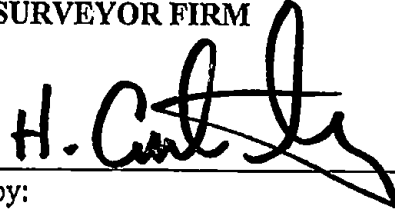
The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto, and each party hereby certifies to the other that any necessary resolution extending said authority have been duly passed and are now in force and effect.

**BRAZOS COUNTY, TEXAS**

**SURVEYOR FIRM**



Duane Peters, County Judge



by:  
Principal

Acting by and through the authority of  
the Brazos County Commissioners Court

Attest:



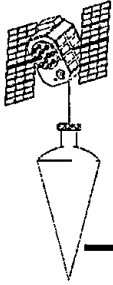
County Clerk

Approved as to Form:



Assistant County Attorney

Exhibit A



# STRONG SURVEYING, LLC

FIRM NO. 10093500

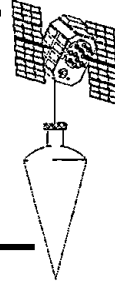
Email: [curtis@strongsurveying.com](mailto:curtis@strongsurveying.com)

1722 Broadmoor Ste. 105

Bryan, Texas 77802

Phone: (979) 776 - 9836

Fax: (979) 731 - 0096



February 27, 2017

R. Alan Munger, PE  
County Engineer  
Brazos County Road & Bridge  
2617 SH 21 West  
Bryan, Texas 77803  
979-822-2127  
979-775-0453 fax  
[RAMunger@brazoscountytexas.gov](mailto:RAMunger@brazoscountytexas.gov)

RE: Proposal for R.O.W. Survey and Parcel Takings along Arrington Road

Dear Alan,

I appreciate the opportunity to provide professional land surveying services for Brazos County Road and Bridge. Please let this letter serve as a cost estimate for providing the following tasks:

Arrington Road – From Indian Lakes Drive to City of College Station City Limits

(Approximately 8,600 l.f. of roadway)

(Deeds involved – 11 parcels on west side and 6 parcels on east side)

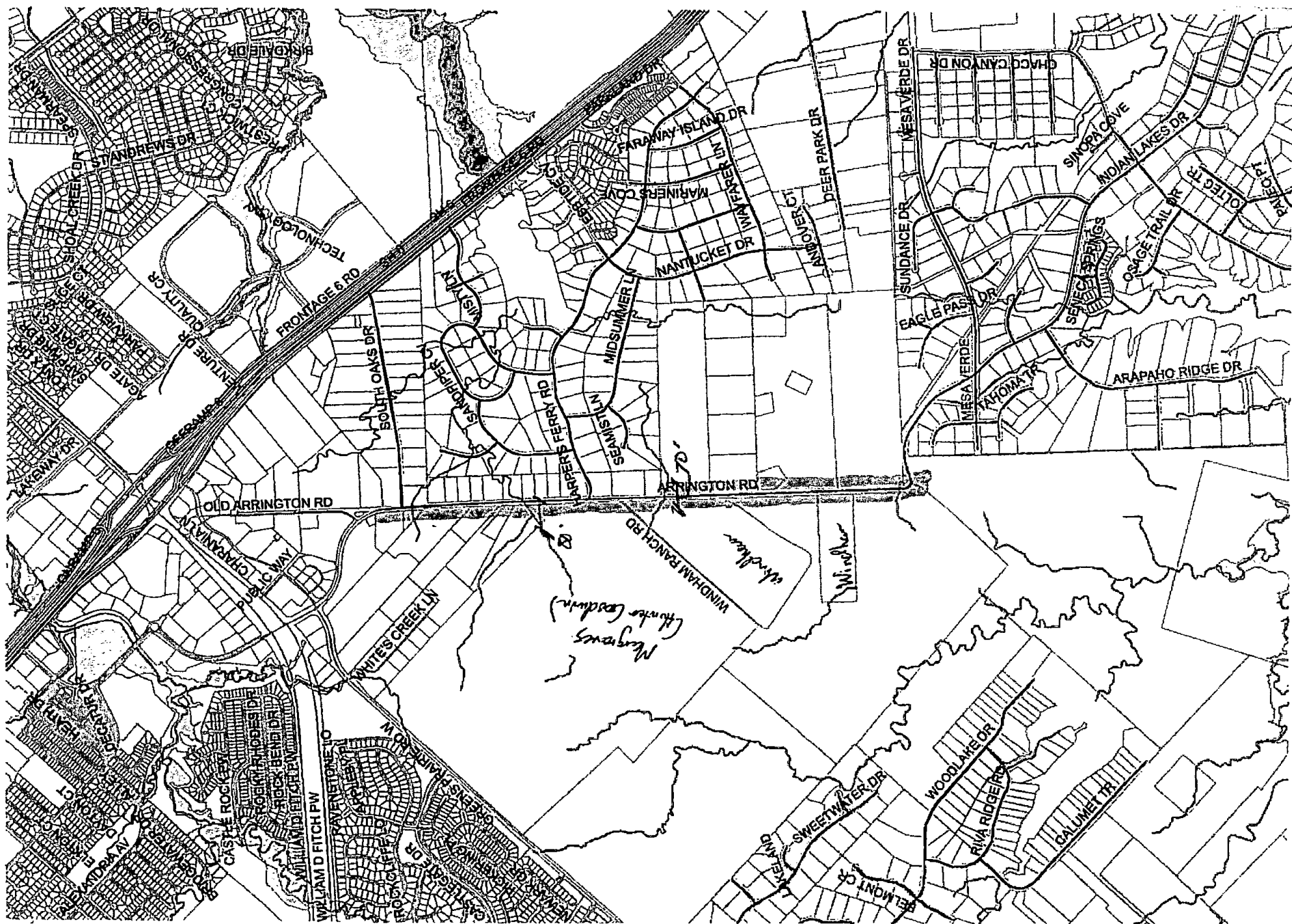
- 1) Study and Report – (ROW to ROW)
  - a) Draft deed record sketch - \$ 3,500.00
  - b) Field Work - \$ 10,000.00
  - c) Final Office Survey - \$ 1,200.00Total Cost of Preliminary Survey - \$ 14,700.00
- 2) ROW Mapping
  - a) Parcel Surveys with Plats and Field Notes - \$ 15,000.00
  - b) Monumentation of corners and R.O.W. Staking (13,000 l.f.) - \$ 8,125.00
  - c) Preparing R.O.W. Strip Map at 1" = 100' - \$ 1,700.00Total Cost of ROW Mapping Survey - \$ 24,825.00

**The COST WILL NOT EXCEED \$ 39,525.00.**

Strong Surveying, LLC will only bill actual time spent on the project should it be less than the proposed cost. Should you have any questions regarding this proposal, please give me a call at 979-776-9836.

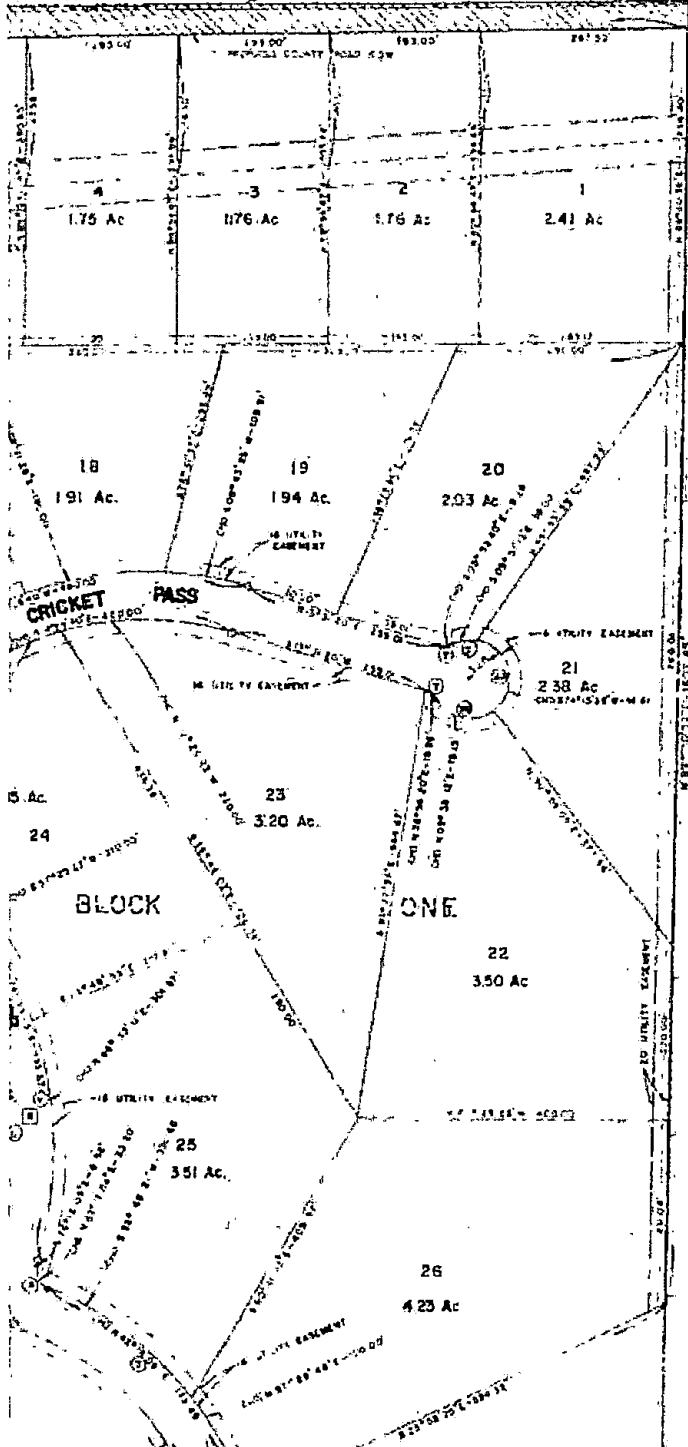
Sincerely,

H. Curtis Strong, RPLS Via:email

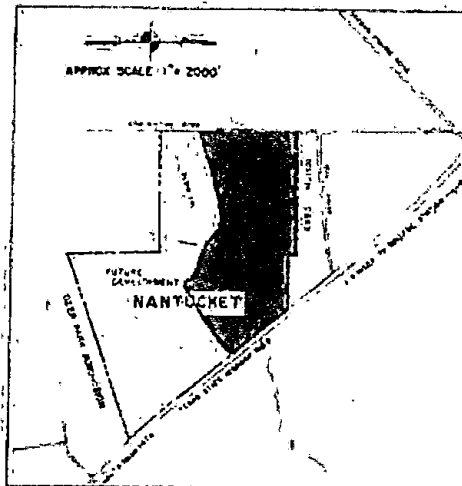








	central A.	rad	arc	chord	len.
1	14° 24' 11"	479.55	248.64	248.64	129.32
2	11° 04' 08"	418.83	228.84	228.84	117.08
3	08° 04' 18"	2530.00	268.67	268.67	134.85
4	08° 48' 00"	23.00	38.75	38.87	19.47
5	13° 08' 00"	2370.00	232.41	232.41	126.18
6	10° 44' 43"	2350.00	283.77	283.77	145.02
7	10° 44' 43"	2377.75	208.86	208.86	107.23
8	20° 44' 38"	315.75	188.35	188.35	94.30
9	20° 08' 10"	413.16	183.90	183.90	91.97
10	20° 08' 10"	479.15	108.85	108.85	54.48
11	30° 08' 10"	23.00	38.75	38.75	19.47
12	12° 08' 10"	413.16	183.90	183.90	91.97
13	01° 35' 03"	413.16	17.42	17.42	8.71
14	12° 08' 10"	270.00	120.17	120.17	60.09
15	02° 11' 20"	23.00	37.17	37.17	18.59
16	02° 11' 20"	413.16	183.90	183.90	91.97
17	12° 08' 10"	413.16	183.90	183.90	91.97
18	01° 35' 03"	413.16	17.42	17.42	8.71
19	12° 08' 10"	270.00	120.17	120.17	60.09
20	02° 11' 20"	23.00	37.17	37.17	18.59
21	02° 11' 20"	413.16	183.90	183.90	91.97
22	12° 08' 10"	413.16	183.90	183.90	91.97
23	01° 35' 03"	413.16	17.42	17.42	8.71
24	12° 08' 10"	270.00	120.17	120.17	60.09
25	02° 11' 20"	23.00	37.17	37.17	18.59
26	02° 11' 20"	413.16	183.90	183.90	91.97



VICINITY MAP  
N.T.S.

369915

SHEET 1 of 4

A FINAL PLAT

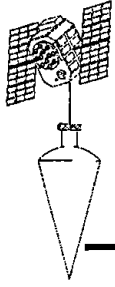
OF  
NANTUCKET-PHASE ONE  
185.84 TOTAL ACRES  
SAMUEL W. ROBERTSON-LEAGUE  
ABSTRACT 202  
STERRET D. SMITH-LEAGUE-ABSTRACT 210  
BRAZOS COUNTY, TEXAS  
SCALE: 1"=100'  
SEPTEMBER, 1983

PREPARED BY:  
KENT FARRINGTON  
KENT FARRINGTON & ASSOCIATES  
P.O. BOX 100  
COLLEGE STATION, TEXAS  
407 681-4718

SUPPLEMENT NOTES: NO PRIVATE SEWER FACILITY MAY BE INSTALLED ON ANY LOT IN THE SUBDIVISION WITHOUT THE ISSUANCE OF A LICENSE BY THE BRAZOS COUNTY HEALTH UNIT UNDER THE PROVISIONS OF THE PRIVATE FACILITY REGULATIONS ADOPTED BY THE COMMISSIONERS COURT OF BRAZOS COUNTY, PURSUANT TO THE PROVISIONS OF SECTION 110.04 OF THE TEXAS WATER CODE.

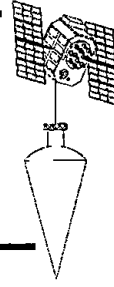
IN ADDITION TO THE EASEMENTS WHICH MAY BE SHOWN ON SPECIFIED THE FOLLOWING EASEMENTS SHALL BE GRANTED:  
1. A 10' WIDE UTILITY EASEMENT ON EACH SIDE OF ANY AND ALL LOT LINES SHOWN ON THIS PLAT, AND ON EACH SIDE OF ANY AND ALL LOT LINES WHICH MAY BE ESTABLISHED IN THE FUTURE FOR ANY LOT LINES WHICH COINCIDE WITH THE PERIMETER OF THE SUBDIVISION IN WHICH CASE THE EASEMENT WIDTH SHALL BE TWENTY (20) FEET.  
2. A 10' WIDE UTILITY EASEMENT ON EACH SIDE OF ANY AND ALL LOT LINES SHOWN ON THIS PLAT, AND ON EACH SIDE OF ANY AND ALL LOT LINES WHICH MAY BE ESTABLISHED IN THE FUTURE FOR ANY LOT LINES WHICH COINCIDE WITH THE PERIMETER OF THE SUBDIVISION IN WHICH CASE THE EASEMENT WIDTH SHALL BE TWENTY (20) FEET.  
3. ALL LOTS HAVE ALONG THE ROAD FRONTAGE A SIXTEEN (16) FOOT UTILITY EASEMENT.  
4. ALL DISTANCES SHOWN ON CURVES ARE CHORD DISTANCES.

Exhibit B



**STRONG**  
**SURVEYING, LLC**  
FIRM NO. 10093500

1722 Broadmoor Ste. 105  
Bryan, Texas 77802  
Phone: (979) 776 – 9836  
Fax: (979) 731 – 0096  
Email: [curtis@strongsurveying.com](mailto:curtis@strongsurveying.com)



March 9, 2017

R. Alan Munger, PE  
County Engineer  
Brazos County Road & Bridge  
2617 SH 21 West  
Bryan, Texas 77803  
979-822-2127  
979-775-0453 fax  
[RAMunger@brazoscountytexas.gov](mailto:RAMunger@brazoscountytexas.gov)

RE: Proposal for Topographic Surveys

Dear Alan,

I appreciate the opportunity to provide professional land surveying services for Brazos County Road and Bridge. Please let this letter serve as a cost estimate for providing the following tasks:

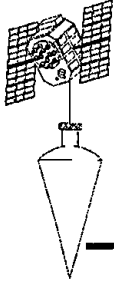
1) - Smetana Road – start first section 200' north of UPRR ROW; take sections every 50' until 200' south of UPRR ROW; then take sections every 100' until roadway curve at Bienski's property. See on attached sketches where proposed drainage outfall ditch may be located. Also see attached section showing 15 shots per section. Pick up power poles, mailboxes, driveways, driveway culverts, roadway culverts, phone pedestals (all elements within ROW).  
(Approximately 2,800 l.f. of roadway)

**The COST WILL NOT EXCEED \$ 10,400.00.**

2) - Alignment consisting of IGN/Straub and Stousland Roads from Iris Lane to the north to Saddle Creek Drive on the south and 200' along all intersecting roads (Saddle Creek Drive, Stousland Road, Wade Road, Gary Road, Straub Road). Take sections every 50' with 15 shots per section picking up elements described on pdf with topo going 50' outside of ROW line on both sides.  
(Approximately 8,000 l.f. of roadway)

**The COST WILL NOT EXCEED \$ 38,000.00.**

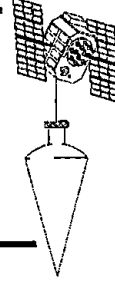
3) - Forsthoff Road – 2 parts – first a boundary survey along Forsthoff Road. We would propose a 70' ROW with all of the take coming from the property owners shown on attached map, so we'll need a fence line survey first – then a ROW map on 24 x 36 at 100 scale, metes and bounds descriptions, parcel sketches and monumentation upon direction from Darrell. The Faulkner's have been amenable to helping improve Forsthoff and working with us on ROW. Deliverables would be 24 x 36 ROW Map at 100 scale; metes and bounds descriptions; parcel sketches and monumentation. We would further need to begin topo on 50' sections at 50' past the ROW Line after complete delivery of the boundary survey related submittals in accordance with previous topo's above. (Approximately 5,800 l.f. of roadway)



# STRONG SURVEYING, LLC

FIRM NO. 10093500

1722 Broadmoor Ste. 105  
Bryan, Texas 77802  
Phone: (979) 776 - 9836  
Fax: (979) 731 - 0096  
Email: [curtis@strongsurveying.com](mailto:curtis@strongsurveying.com)



Takings will come from the northwest side and also the southwest side of Forsthoff Road as follows:

R16214  
R368115  
R368118  
R368117  
R368116

**The COST FOR THE BOUNDARY WILL NOT EXCEED \$ 12,000.00.**

**The COST FOR THE TOPO WILL NOT EXCEED \$ 16,000.00.**

Part 2 - would be Lloyd Lane from Forsthoff to common property corner of Forsthoff/Baxter or end as depicted in sketch. A proposed 70' ROW with takes from Urso, Forsthoff, Crocker would be anticipated. We'll see how initial property owner contacts go on this portion, but I won't anticipate going further down Lloyd. Topo will be on 50' intervals at 50' past ROW Line (Approximately 1,400 l.f. of roadway)

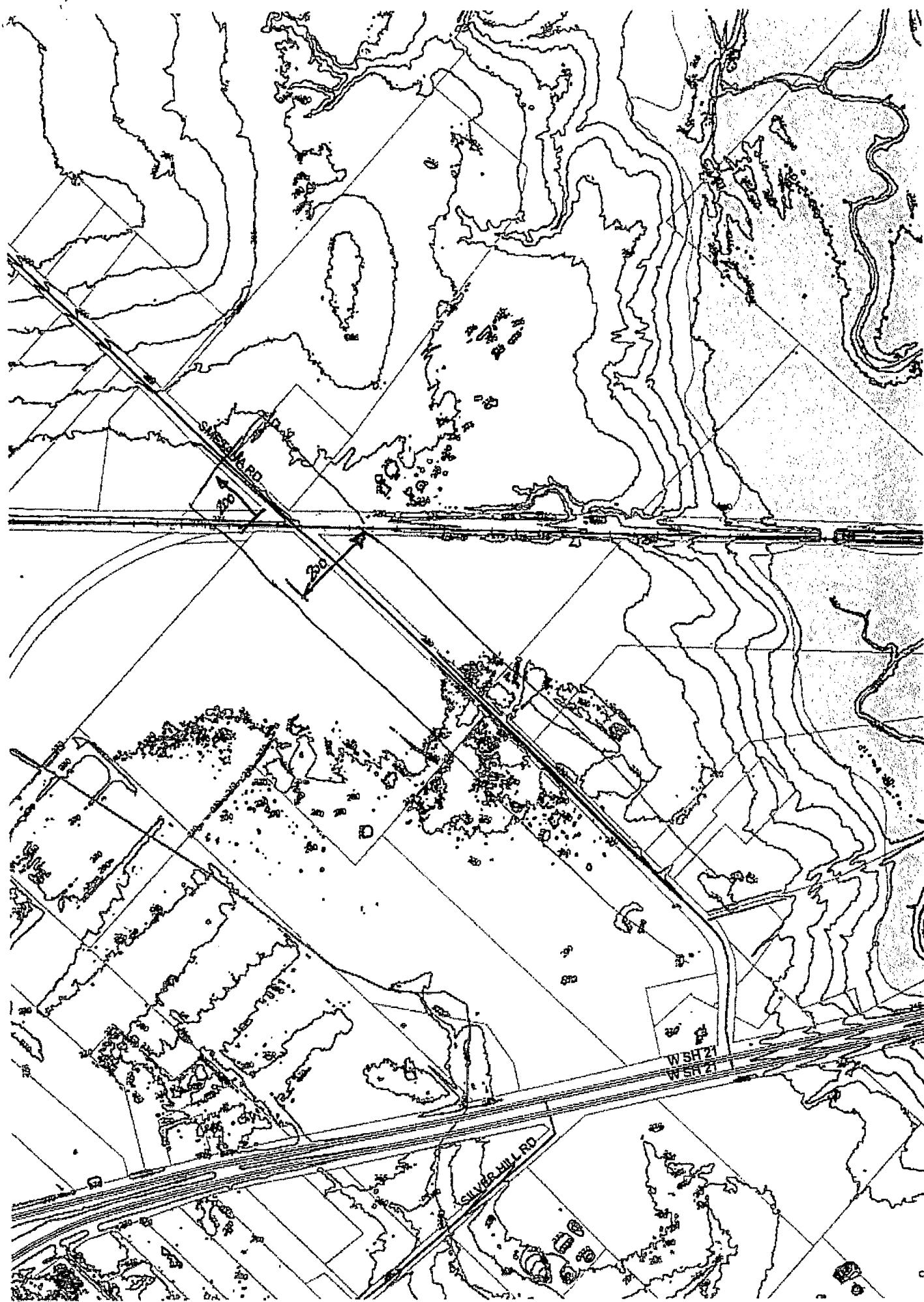
**The COST FOR THE BOUNDARY WILL NOT EXCEED \$ 6,000.00.**

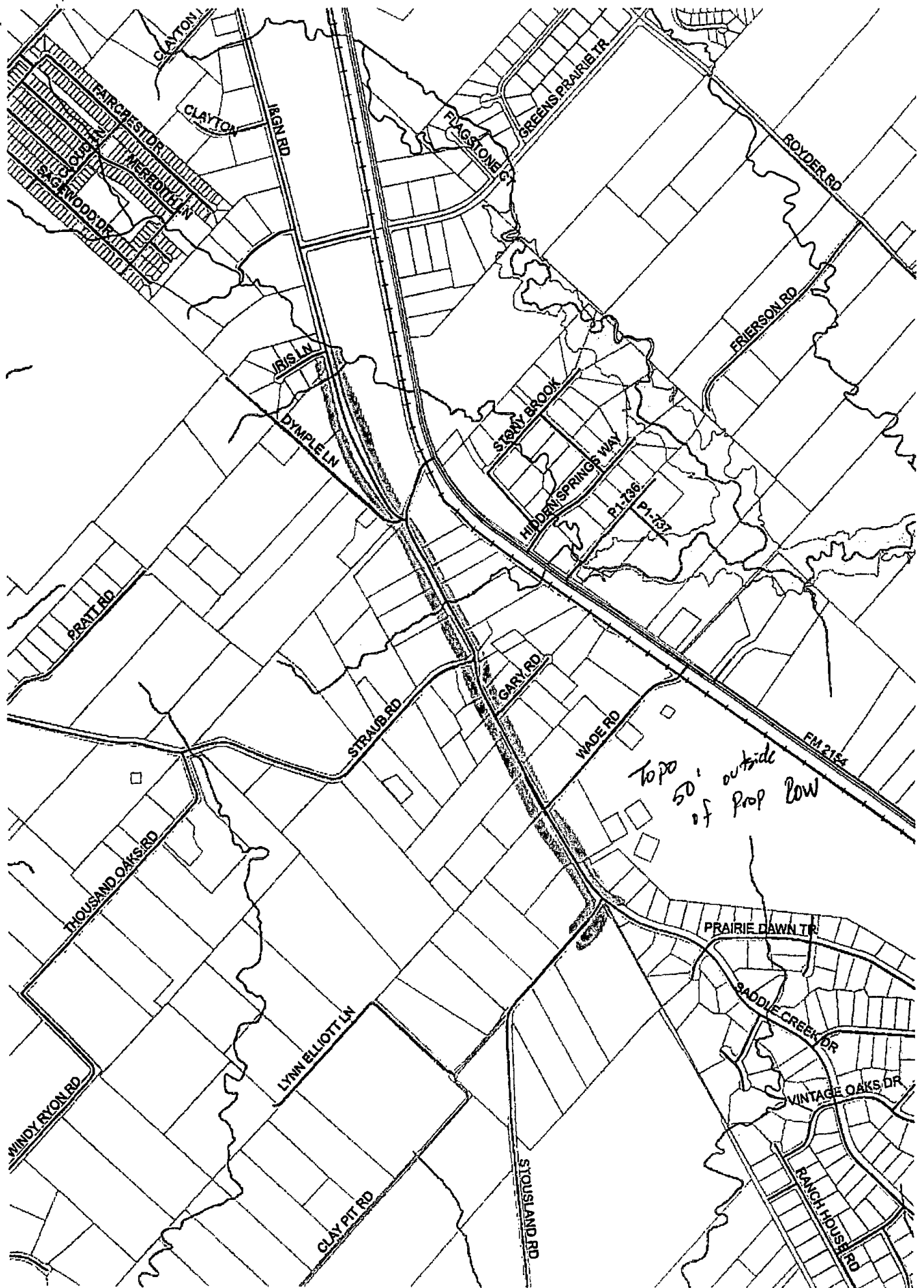
**The COST FOR THE TOPO WILL NOT EXCEED \$ 5,000.00.**

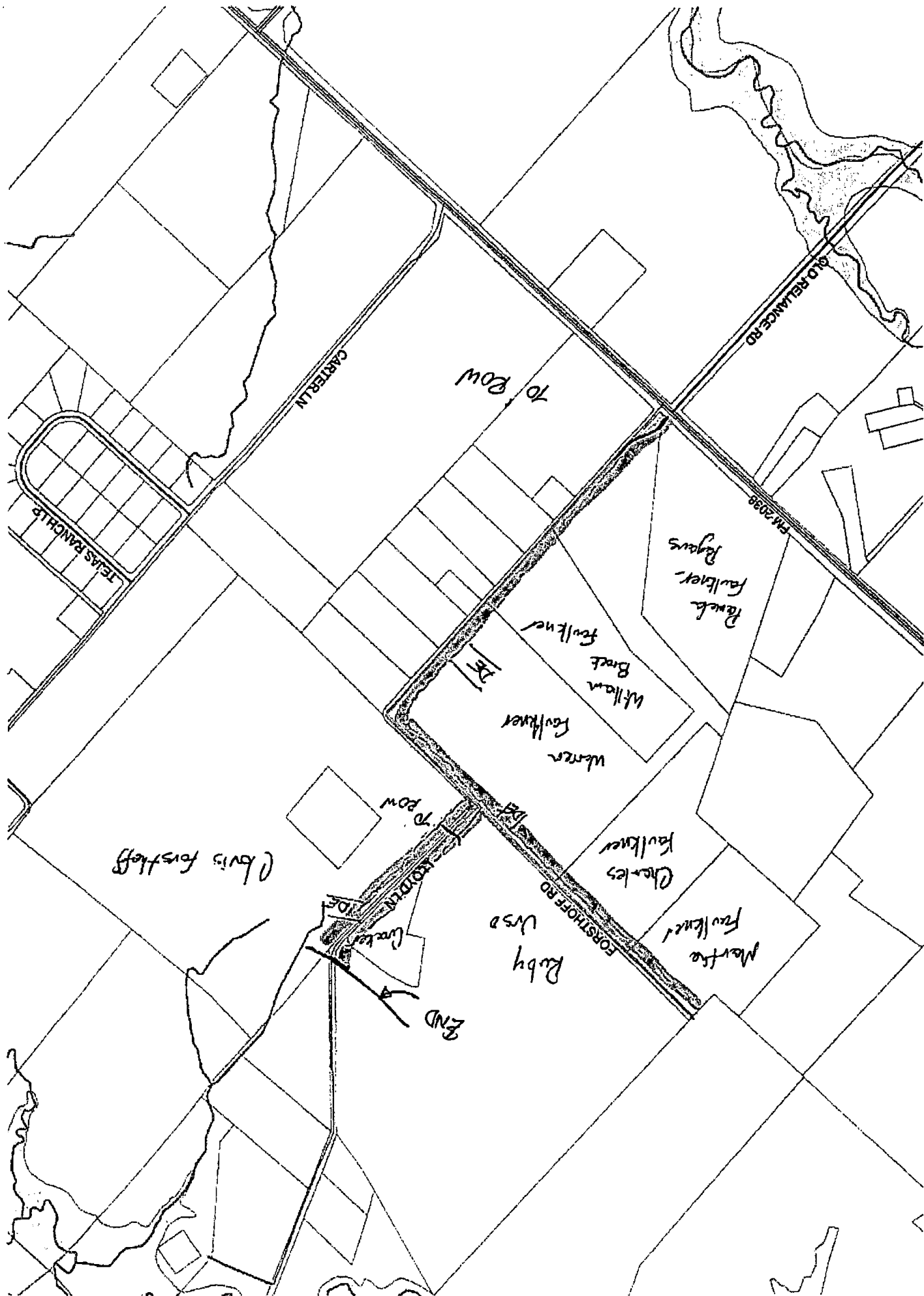
Strong Surveying, LLC will only bill actual time spent on the project should it be less than the proposed cost. Should you have any questions regarding this proposal, please give me a call at 979-776-9836.

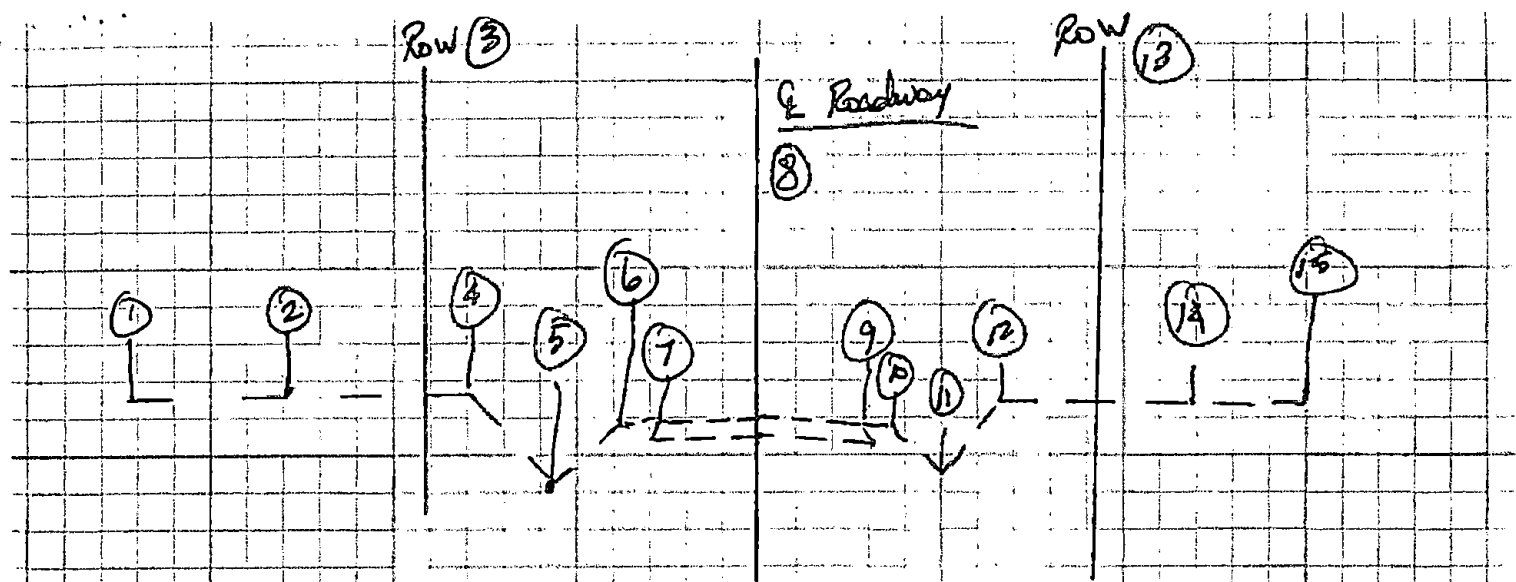
Sincerely,

H. Curtis Strong, RPLS Via:email









- ① 100' outside Row
- ② 50' outside Row
- ③ Row
- ④ Top of ditch back slope
- ⑤ Flow Line of Ditch
- ⑥ Top of ditch front slope
- ⑦ Edge Pavement
- ⑧ E of Row
- ⑨ Edge Pavement
- ⑩ Top ditch front slope
- ⑪ Ditch Flow Line
- ⑫ Top ditch back slope
- ⑬ Row
- ⑭ 50' outside Row
- ⑮ 100' outside Row



# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2017-180997

Date Filed:  
03/21/2017

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.  
Strong Surveying, LLC  
Bryan, TX United States

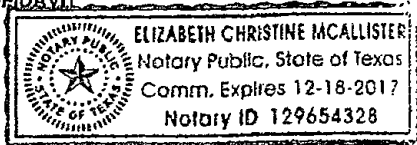
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.  
Brazos County, TX

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.  
17-294  
Surveying

4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
	Strong, Angela	Bryan, TX United States	X	
	Strong, Horace Curtis	Bryan, TX United States		X

5 Check only if there is NO Interested Party. ☐

### 6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Angela Strong, this the 21 day of March, 2017, to certify which, witness my hand and seal of office.

*Elizabeth McAllister*

Signature of officer administering oath

Elizabeth McAllister

Printed name of officer administering oath

Notary Public

Title of officer administering oath



**BRAZOS COUNTY  
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 3/28/2017

ITEM:

- a. University Title - Payment in Error \$1,221.40
- b. Leslie Varisco Pinto - Overpayment \$5.13
- c. HSBC Bank - Overpayment \$138.82
- d. Corelogic Tax Services - Overpayment \$79.28
- e. Corelogic Tax Services - Overpayment \$485.13
- f. Corelogic Tax Services - Overpayment \$315.75
- g. Comerica Bank - Overpayment \$9,948.41
- h. Comerica Bank - Overpayment \$5,275.28
- i. Beneficial HSB Mortgage - Overpayment \$69.99

TO: Commissioners Court

DATE: 03/22/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

**Description**

**Type**

[Tax Refund Applications for 3-28-2017.pdf](#) Tax Refund Applications

Cover Memo

# APPLICATION FOR TAX REFUND

<b>Collecting Office Name</b> <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
<b>Phone Number</b> 979-775-9930					
<b>To apply for a tax refund, the taxpayer must complete the following:</b>					
<b>Step 1:</b>					
<b>Owner's name and address</b>	<b>H BRENT &amp; KRISTINA HAIRSTON</b>				
	<b>3009 HUMMINGBIRD CIR</b>				
	<b>BRYAN TX 77807-3224</b>				
<b>Step 2:</b>					
<b>Describe the property</b>	<b>Legal COULTER NORTH ADDN BLOCK 1 LOT 2</b>				
	<b>Address 415 N COULTER DR</b>				
	<b>Acct.# 393310</b>				
<b>Step 3:</b>					
<b>Give the tax payment information</b>	<b>Name of Taxing unit</b>	<b>Tax Year of refund</b>	<b>Date of Payment</b>	<b>Amount Paid</b>	<b>Refund amt Requested</b>
	<b>Zrefund</b>	<b>2016</b>	<b>12/19/2016</b>	<b>\$1,221.40</b>	<b>\$1,221.40</b>
<b>Taxpayer's reason for refund:</b> <b>OP-Payment in Error</b>					
<b>Refund to:</b> <b>UNIVERSITY TITLE COMPANY PO DRAWER DT COLLEGE STATION TX 77841</b>					
<b>Step 4:</b>					
<b>Sign the form and return</b>	<b>"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."</b>				
	<b>sign here &gt; (SEE ATTACHED)</b>			<b>date &gt; 3/15/2017</b>	
	<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.</b>				
<b>Step 5:</b>					
<b>Tax refund determination</b>	<b>This tax refund is</b> <input checked="" type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Disapproved</b>				
	<b>Authorized officer</b>				
	<b>sign here &gt;</b>			<b>date &gt; 3/28/17</b>	
	<b>Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code</b>				
<b>sign here &gt;</b>			<b>date &gt;</b>		



February 22, 2017

Kristeen Roe, Brazos County Tax Assessor-Collector  
Brazos County Tax Office

HAND DELIVERED

RE: GF#164323 Brent Hairston and Kristina Hairston  
Tax Account Number 393310 / Lot 2, Blk 1, Coulter North Addition

Dear Kristeen,

University Title Company erroneously asked that \$1,221.40 be paid to the wrong account above referenced. Instead, the funds were to be applied to tax account number 42789 for property owned by Linda Praytor.

I respectfully request that the funds either be transferred to this account or refunded to University Title Company since the amount applied will not fully pay the second half of taxes currently due on that account.

Cordially yours,

A handwritten signature in black ink, appearing to read "Kary", with a long, sweeping horizontal line extending to the right.

Kary Mersmann  
Closing Services Manager

Cella Goode-Haddock, Chairman/CEO  
Karen McCarroll, President/COO

1021 University Drive East Post Office Drawer DT College Station, Texas 77841-5079  
Telephone: (979) 260-9818 Fax: (979) 268-3080  
[www.utitle.com](http://www.utitle.com) [titlinfo@utitle.com](mailto:titlinfo@utitle.com)

# APPLICATION FOR TAX REFUND

<b>Collecting Office Name</b> <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
<b>Phone Number</b> 979-775-9930					
<b>To apply for a tax refund, the taxpayer must complete the following:</b>					
<b>Step 1:</b> <b>Owner's name and address</b>	<b>LEZLIE VARISCO PINTO</b>				
	<b>410 VALLEY VIEW CT</b>				
	<b>ALEDO TX 76008-4578</b>				
<b>Step 2:</b> <b>Describe the property</b>	<b>Legal VARISCO UNIT 30024021-000 ENERVEST</b>				
	<b>Address</b>				
	<b>Acct.# 365355</b>				
<b>Step 3:</b> <b>Give the tax payment information</b>	<u>Name of Taxing unit</u>	<u>Tax Year of refund</u>	<u>Date of Payment</u>	<u>Amount Paid</u>	<u>Refund amt Requested</u>
	Zrefund	2016	2/8/2017	\$17.90	\$5.13
	<b>Taxpayer's reason for refund: OP-Overpayment</b>				
	<b>Refund to LEZLIE VARISCO PINTO 410 VALLEY VIEW CT ALEDO TX 76008-4578</b>				
<b>Step 4:</b> <b>Sign the form and return</b>	"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>Lezlie Varisco Pinto</i>			date <i>3/28/17</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.				
<b>Step 5:</b> <b>Tax refund determination</b>	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
	Authorized officer <i>[Signature]</i>				
	sign here >			date > <i>3/28/17</i>	
	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 Killeen</b>											
To apply for a tax refund, the taxpayer must complete the following:															
Step 1: Owner's name and address	<b>WANZO &amp; MARJORIE FISHER</b> <b>1107 BOULEVARD ST</b> <b>BRYAN TX 77803-1788</b>														
Step 2: Describe the property	Legal <b>WASHINGTON HEIGHTS BLOCK 21 LOT 2</b> Address <b>1107 BOULEVARD ST</b> Acct# <b>46984</b>														
Step 3: Give the tax payment information	<table border="1"> <thead> <tr> <th>Name of Taxing unit</th> <th>Tax Year of refund</th> <th>Date of Payment</th> <th>Amount Paid</th> <th>Refund amt Requested</th> </tr> </thead> <tbody> <tr> <td>Zrefund</td> <td>2016</td> <td>12/31/2016</td> <td>\$791.53</td> <td>\$138.82</td> </tr> </tbody> </table>					Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested	Zrefund	2016	12/31/2016	\$791.53	\$138.82
Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested											
Zrefund	2016	12/31/2016	\$791.53	\$138.82											
	Taxpayer's reason for refund: <b>OP-Overpayment</b> Refund to <b>HSBC BANK % CORELOGIC 1 CORELOGIC DR WESTLAKE TX 76262</b>														
Step 4: Sign the form	<p>"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."</p> <p>sign here &gt; <u>Amy Shepard</u> date &gt; <u>3/21/17</u></p> <p>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.</p>														
Step 5: Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved Authorized officer <u>[Signature]</u> date > <u>3/28/17</u> sign here > <u>[Signature]</u> date > <u>3/28/17</u> Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code sign here > _____ date > _____														

**APPLICATION FOR TAX REFUND**

<b>Collecting Office Name</b> Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurton			
<b>Phone Number</b> 979-775-0930					
<b>To apply for a tax refund, the taxpayer must complete the following:</b>					
<b>Step 1:</b> Owner's name and address	<b>SILLER BARRY &amp; ANNE</b>				
	<b>11410 CALICO LN</b>				
	<b>HOUSTON, TX 77024-5208</b>				
<b>Step 2:</b> Describe the property	<b>Legal RICHARDS PH 1, BLOCK 2, LOT 5(63.2' OF)</b>				
	<b>Address 109 STERLING ST A</b>				
	<b>Acct.# 88718</b> ✓				
<b>Step 3:</b> Give the tax payment Information	<b>Name of Taxing unit</b>	<b>Tax Year of refund</b>	<b>Date of Payment</b>	<b>Amount Paid</b>	<b>Refund amt Requested</b>
	Zrefund	2016	2/23/2017	\$4,241.75	\$79.28 ✓
<b>Taxpayer's reason for refund: OP-Overpayment</b>					
<b>Refund to CORELOGIC TAX SERVICES LLC 1 CORELOGIC DR WESTLAKE TX 76262</b> ✓					
<b>Step 4:</b> 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>Amy Shepard</i>			date > 3/21/17	
	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.				
<b>Step 5:</b> Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
	Authorized officer				
	sign here > <i>[Signature]</i>			date > 3/28/17	
	Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here >			date >	

**APPLICATION FOR TAX REFUND**

<b>Collecting Office Name</b> <b>Brazos County Tax Office</b> <b>4151 County Park Court</b> <b>Bryan Texas 77802</b>		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
<b>Phone Number</b> 879-775-9930					
<b>To apply for a tax refund, the taxpayer must complete the following:</b>					
<b>Step 1:</b>	<b>JENNIFER HENINGER</b>				
<b>Owner's name</b>	<b>2021 N FM 2038</b>				
<b>and address</b>	<b>BRYAN TX 77808-8319</b>				
<b>Step 2:</b>					
<b>Describe the property</b>	<b>Legal: KURTEN LAND CO LOT 10 ACRES 3</b>				
	<b>Address: 1973 N FM 2038</b>				
	<b>Acct.#: 393717</b> ✓				
<b>Step 3:</b>					
<b>Give the tax payment information</b>	<b>Name of Taxing Unit</b>	<b>Tax Year of refund</b>	<b>Date of Payment</b>	<b>Amount Paid</b>	<b>Refund amt Requested</b>
	<b>Zrefund</b>	<b>2016</b>	<b>12/15/2016</b>	<b>\$6,895.47</b>	<b>\$485.13</b> ✓
	<b>Taxpayer's reason for refund: OP-Overpayment</b>				
	<b>Refund to: CORELOGIC TAX SERVICES 1 CORELOGIC DR WESTLAKE TX 76262</b> ✓				
<b>Step 4:</b>	"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."				
<b>Sign the form and return</b>	sign here > <i>Amy Shepard</i>		date > 3/21/17		
	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.				
<b>Step 5:</b>	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
<b>Tax refund determination</b>	<b>Authorized officer</b>				
	sign here > <i>[Signature]</i>		date > 3/28/17		
	Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here >		date >		



**APPLICATION FOR TAX REFUND**

<b>Collecting Office Name</b> Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
<b>Phone Number</b> 879-775-9930					
<b>To apply for a tax refund, the taxpayer must complete the following:</b>					
<b>Step 1:</b>					
<b>Owner's name and address</b>	<b>CHERYL MARZETT</b>				
	<b>4400 OLD HEARNE RD</b>				
	<b>BRYAN TX 77803-0433</b>				
<b>Step 2:</b>					
<b>Describe the property</b>	<b>Legal NORTH HAVEN BLOCK 1 LOT 1</b>				
	<b>Address 4400 OLD HEARNE RD</b>				
	<b>Acct # 34160</b>				
<b>Step 3:</b>					
<b>Give the tax payment information</b>	<b>Name of Taxing unit</b>	<b>Tax Year of refund</b>	<b>Date of Payment</b>	<b>Amount Paid</b>	<b>Refund amt Requested</b>
	<b>Zrefund</b>	<b>2014</b>	<b>2/13/2017</b>	<b>\$4,641.73</b>	<b>\$315.75</b>
<b>Taxpayer's reason for refund:</b> <b>OP-Overpayment</b>					
<b>Refund to:</b> <b>CORELOGIC TAX SERVICES LLC 1 CORELOGIC DR WESTLAKE TX 76282</b>					
<b>Step 4:</b>					
<b>Sign the form and return</b>	"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."				
	<b>sign here &gt;</b> <i>Amy Shepard</i>			<b>date &gt;</b> <i>3/21/17</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.				
<b>Step 5:</b>					
<b>Tax refund determination</b>	This tax refund is <input checked="" type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Disapproved</b>				
	<b>Authorized officer</b>				
	<b>sign here &gt;</b> <i>[Signature]</i>			<b>date &gt;</b> <i>3/28/17</i>	
	<b>Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code</b>				
<b>sign here &gt;</b>			<b>date &gt;</b>		

**APPLICATION FOR TAX REFUND**

<b>Collecting Office Name</b> Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kerton											
<b>Phone Number</b> 979-775-6930													
<b>To apply for a tax refund, the taxpayer must complete the following:</b>													
<b>Step 1:</b> Owner's name and address	<b>CONFIDENTIAL OWNER 2769 CLOISTERS DR</b> <b>COLLEGE STATION TX 77845</b>												
<b>Step 2:</b> Describe the property	<b>Legal A000901 THOMAS CARRUTHERS (ICL) TRACT 28.21 1.0 ACRES</b> <b>Address 2769 cloisters dr</b> <b>Acct.# 368883</b>												
<b>Step 3:</b> Give the tax payment information	<table border="1"> <thead> <tr> <th>Name of Taxing Unit</th> <th>Tax Year of refund</th> <th>Date of Payment</th> <th>Amount Paid</th> <th>Refund amt Requested</th> </tr> </thead> <tbody> <tr> <td>Zrefund</td> <td>2015</td> <td>10/17/2016</td> <td>\$9,948.41</td> <td>\$9,948.41</td> </tr> </tbody> </table>			Name of Taxing Unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested	Zrefund	2015	10/17/2016	\$9,948.41	\$9,948.41
Name of Taxing Unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested									
Zrefund	2015	10/17/2016	\$9,948.41	\$9,948.41									
	<b>Taxpayer's reason for refund: OP-Overpayment</b> <b>Refund to: COMERICA BANK % CORELOGIC 1 CORELOGIC DR WESTLAKE TX 76282</b>												
<b>Step 4:</b> Sign the form	"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 > <u>Amy Shepard</u> date > <u>3/21/17</u> 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.												
<b>Step 5:</b> Tax refund determination	This tax refund is: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved Authorized officer <u>[Signature]</u> sign here > date > <u>3/28/17</u> Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code sign here > date >												

**APPLICATION FOR TAX REFUND**

<b>Collecting Office Name</b> Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		<b>Collecting tax for: (taxing units)</b> Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kufan																																																								
<b>Phone Number</b> 979-775-9930																																																										
<b>To apply for a tax refund, the taxpayer must complete the following:</b>																																																										
<b>Step 1:</b> Owner's name and address	<b>CONFIDENTIAL OWNER 2769 CLOISTERS DR</b> <b>COLLEGE STATION TX 77845</b>																																																									
<b>Step 2:</b> Describe the property	<b>Legal A000901 THOMAS CARRUTHERS (ICL) TRACT 28.2 10.124 ACRES</b> <b>Address BRADLEY RD</b> <b>Acct# 365878 ✓</b>																																																									
<b>Step 3:</b> Give the tax payment information	<table border="1"> <thead> <tr> <th>Name of Taxing unit</th> <th>Tax Year of refund</th> <th>Date of Payment</th> <th>Amount Paid</th> <th>Refund amt Requested</th> </tr> </thead> <tbody> <tr> <td>Zrefund</td> <td>2015</td> <td>10/17/2016</td> <td>\$5,275.28</td> <td>\$5,275.28 ✓</td> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>			Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested	Zrefund	2015	10/17/2016	\$5,275.28	\$5,275.28 ✓																																													
Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested																																																						
Zrefund	2015	10/17/2016	\$5,275.28	\$5,275.28 ✓																																																						
<b>Taxpayer's reason for refund:</b> <b>OP-Overpayment</b> <b>Refund to:</b> <b>COMERICA BANK % CORELOGIC 1 CORELOGIC DR WESTLAKE TX 76262 ✓</b>																																																										
<b>Step 4:</b> Sign the form	"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 > <u>Amy Shepard</u> date > <u>3/21/17</u> 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.																																																									
<b>Step 5:</b> Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved Authorized officer <u>[Signature]</u> sign here > date > <u>3/28/17</u> 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>4181 County Park Court</b> <b>Bryan Texas 77802</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 Kuman											
Phone Number <b>979-775-9530</b>													
To apply for a tax refund, the taxpayer must complete the following:													
Step 1: Owner's name and address	<b>C H &amp; LINDA WASHINGTON</b> <b>PO BOX 6872</b> <b>BRYAN TX 77805-6872</b>												
Step 2: Describe the property	Legal: <b>CASTLE HEIGHTS BLOCK 28 LOT 12</b> Address: <b>1109 CLARK ST</b> Acct. #: <b>21828</b> or Tax Receipt #												
Step 3: Give the tax payment information	<table border="1"> <thead> <tr> <th>Name of Taxing unit</th> <th>Tax Year of refund</th> <th>Date of Payment</th> <th>Amount Paid</th> <th>Refund amt Requested</th> </tr> </thead> <tbody> <tr> <td>Zrefund</td> <td>2015</td> <td>6/27/2016</td> <td>\$2,170.15</td> <td>\$69.99</td> </tr> </tbody> </table>			Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested	Zrefund	2015	6/27/2016	\$2,170.15	\$69.99
Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested									
Zrefund	2015	6/27/2016	\$2,170.15	\$69.99									
	Taxpayer's reason for refund: <b>OP-Overpayment</b> Refund to: <b>BENEFICIAL HSB MORTGAGE % CORELOGIC 1 CORELOGIC DR WESTLAKE TX 76262</b>												
Step 4: Sign the form	"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 > <u>Amy Shepard</u> date > <u>3/21/17</u> 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 6: Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved Authorized officer sign here > <u>[Signature]</u> date > <u>3/28/17</u> Authorized officer of taxing unit for refund applications over amount required under Section 31.14 Tax Code sign here > _____ date > _____												



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Budget Office NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Budget Amendments FY 16/17 26.1 - 26.7  
TO: Commissioners Court  
FROM: Irene Jett  
DATE: 03/23/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00  
SOURCE OF FUNDS: Individual budget amendments specifies sources.  
ACTION REQUESTED OR ALTERNATIVES: Request approval.

**ATTACHMENTS:**

**File Name**

[26 Coversheet.pdf](#)

[26.1.pdf](#)

[26.2.pdf](#)

[26.3.pdf](#)

[26.4.pdf](#)

[26.5.pdf](#)

[26.6.pdf](#)

[26.7.pdf](#)

**Description**

26 Coversheet

26.1 District Clerk

26.2 Records Mgmt

26.3 SO

26.4 IT

26.5 IT

26.6 Expo

26.7 Capital

**Type**

Cover Memo

Backup Material

Backup Material

Backup Material

Backup Material

Backup Material

Backup Material

Backup Material

**BRAZOS COUNTY, TEXAS****BUDGET AMENDMENT(S) FOR THE 2016-2017 BUDGET YEAR****NO. 16/17 26.1 – 26.7**

On this the 28th day of March 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 28th day of March 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 28th day of March 2017.

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

By:   
Duane Peters, County Judge


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

**BRAZOS COUNTY, TEXAS**  
**BUDGET AMENDMENTS**  
**No. 16/17 - 26.1**  
**3/28/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
District Clerk Management Fund	District Clerk	District Clerk Management Fund	Capital Outlay			4,094.88
District Clerk Management Fund	District Clerk	District Clerk Management Fund	Departmental Support		1,409.37	
District Clerk Management Fund	District Clerk	District Clerk Management Fund	Minor Acquisitions		2,685.51	
District Clerk						

Reallocation of funds to the appropriate accounts to purchase 3 scanners. Two scanners will be placed on the front counter in the District Clerk's Office, and the other will be used for Juvenile Services.

Date: nnm  
3/22/2017

Department Approval		Date
		3/28/17
County Judge Approval		Date

[illegible]


**BRAZOS COUNTY, TEXAS  
BUDGET AMENDMENTS  
No. 16/17 - 26.2  
3/28/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
County Records Mgmt. Fund	County Records Mgmt.	County Records Mgmt. Fund	Contractual Services			1,216.23
County Records Mgmt. Fund	County Records Mgmt.	County Records Mgmt. Fund	Departmental Support		103.73	
County Records Mgmt. Fund	County Records Mgmt.	County Records Mgmt. Fund	Minor Acquisitions		1,107.50	
County Records Management						

Reallocation of funds to the appropriate accounts to purchase a wall mount TV for training purposes.

Date: 3/22/2017

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

 3/28/17

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

[illegible]



**No. 16/17 - 26.3**

**Sheriff Administration**

Date: \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

[illegible]

**No. 16/17 - 26.4**  
**3/28/2017**

**Commissioners Court and Information Technology**

Reallocation of funds to the appropriate accounts to cover the change order to the RMS Project for a testing environment.

**Date:**

**Department Approval**

Date \_\_\_\_\_

**County Judge Approval**

Date \_\_\_\_\_

For Accounting Purposes Only

**FUND**

**DIV**

**ACC**

DR/CR

ACCOUNT NAME	DATE	AMOUNT	REMARKS
...	...	...	...

Increase

Decrease

0100

**11001500**

61130000

CR

<b>Contingency</b>	
--------------------	--

---

7,134.50
----------

0100

14000200

80211000

DR

Compute Software	
------------------	--

3/28/2017

**Commissioners Court and Information Technology**

Reallocation of funds to the appropriate accounts to purchase two replacement computers w/ equipment for the Record Management Division.

Date: 3/22/2017

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

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


[illegible]

**BRAZOS COUNTY, TEXAS**  
**BUDGET AMENDMENTS**  
**No. 16/17 - 26.6**  
**3/28/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
Hotel Occupancy Tax	Hotel Occupancy Tax		Capital Outlay		1,727,288.00
Hotel Occupancy Tax			Transfer	1,727,288.00	
2015 Certs of Obligation			Transfer	1,727,288.00	
2015 Certs of Obligation	Expo Expansion		Capital Outlay	1,727,288.00	
<b>Hotel Occupancy Tax and Expo Expansion</b>					

To transfer funding to the Expo Expansion Capital Fund to facilitate accounting for the project.

Date: nm  
3/22/2017

Department Approval Date  
  
3/28/17  
County Judge Approval Date


For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
1100	11002900	80160000	CR	Building - Expo Expansion		1,727,288.00
1100		91150000	DR	Transfer to Expo Expansion	1,727,288.00	
4315		49031000	CR	Transfer from Hot Fund	1,727,288.00	
4315	63431500	80160000	DR	Building - Expo Expansion	1,727,288.00	

**BRAZOS COUNTY, TEXAS  
BUDGET AMENDMENTS  
No. 16/17 - 26.7  
3/28/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
Health & Life Insurance Fund	Health & Life Insurance Fund	Medical Clinic	Capital Outlay			2,000,000.00
Health & Life Insurance Fund			Transfer		2,000,000.00	
General Permanent Improv Fund			Transfer		2,000,000.00	
General Permanent Improv Fund	General Permanent Improv. Fund	Election / Med Clinic Renovation	Capital Outlay		2,000,000.00	
<b>Health &amp; Life Insurance Fund and General Permanent Improvement Fund</b>						
To transfer funding for the Employee Clinic to Capital Fund to facilitate accounting for the project.						

Date: nnm  
3/22/2017

Department Approval Date

 3/28/17

County Judge Approval Date

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
5000	64005200	80101000	CR	Building Improvements		2,000,000.00
5000		91110000	DR	Transfer to Cap. Imp. Fund	2,000,000.00	
4500		49030000	CR	Transfer from HLI Fund	2,000,000.00	
4500	63210020	80100000	DR	Buildings	2,000,000.00	



**BRAZOS COUNTY  
BRYAN, TEXAS**

---

DEPARTMENT: Human Resources NUMBER:  
DATE OF COURT MEETING: 3/28/2017  
ITEM: Personnel Action Forms  
TO: Commissioners Court  
DATE: 03/23/2017  
FISCAL IMPACT: False  
BUDGETED: False  
DOLLAR AMOUNT: \$0.00

**ATTACHMENTS:**

**File Name**

[PAF\\_03-28-17.doc](#)

**Description**

Coversheet

**Type**

Cover Memo

21

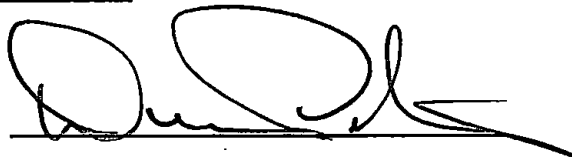
**PERSONNEL  
CHANGE OF STATUS REQUESTS**

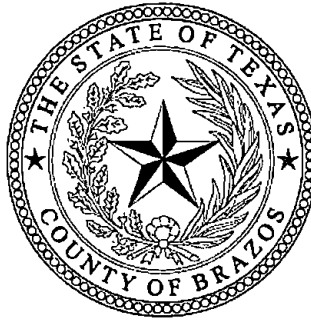
Commissioner Court Date: March 28, 2017 Department Submitting Information: Human Resources Purpose of Submissions: Consider and Take Action on Change Requests
--

Department Submitting Request(s)	Employee Request Applies To	Action Requested
County Attorney	Kinsey, Chastity M.	Employment
County Auditor	Clayton, Charlton	Employment
Exposition Complex	Stringfellow, Fred	Separation
Sheriff's Office – Detention	Blevins, Josie	Separation
	Stuart, Kevin C.	Change of Status
Tax Office	Brunson, Kristina	Change of Status
	McAdams, Niki	Change of Status
	Sweed, Yolanda T.	Change of Status

Approved in Commissioners' Court: March 28, 2017 :

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





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

**CLAIMS**

COMMISSIONERS COURT MEETING: **March 28, 2017**

CLAIM TO BE PAID BY BRAZOS COUNTY:

CLAIM # **7154041**      *Thru*      CLAIM # **7154225**

The Court voted unanimously to approve these Claims as submitted.

Duane Peters  
County Judge

Karen McQueen  
County Clerk