



MINUTES

APRIL 25, 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, April 25, 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 Judge Peters

2. Call for Citizen input and/or concerns

College Station resident Vonda Bob spoke to the Court about her complaint against an employee of the Health Department. Mrs. Bob said that Nathan Curt Johnson is unprofessional and has yelled at people for minor infractions. She said that she has contacted his supervisors about his behavior but he will then retaliate. Mrs. Bob said Mr. Johnson is rude to both homeowners and professionals in the septic business. She said he is not willing to work with people at all. She also said she believes he has singled her customers out as a retaliation to her by sending her customers letters. Mrs. Bob said that he asks her customers to provide materials for ATCs that are not required

by anyone including TCEQ, but he will require it before authorizing the ATC. She said that Mr. Johnson has a felony conviction for cocaine in 1992 and served 10 years on Community Supervision, and believes that should prohibit him from being licensed. Mrs. Bob also said that Mr. Johnson has accused her of not turning in an application, but she said she did turn it into Mr. Johnson's supervisor and believes that he lost the application.

Judge Peters asked Mrs. Bob if she has had the opportunity to speak with the Health Board.

Mrs. Bob said she has talked with Don Plitt, Ken Bost and Bill Ballard. She said that she has tried multiple times to have a meeting but after Mr. Johnson filed on her business she feels she is being ignored.

Bill Ballard, Civil Counsel, informed Mrs. Bob that the Court could not respond to her at this time and that Mr. Johnson is not a Brazos County employee.

Bryan resident Mike Southerland then asked to speak. He said that although he is a member of the Bryan City Council, he is speaking as an individual and no one on the Bryan City Council has approved his remarks. He said he is speaking on Agenda Item 18. He believes that the petition does not meet the requirements. Mr. Southerland said that the signatures must be verified. Mr. Southerland said he does not understand why this is being done since Blinn already provides quality education. He urges the Court to review this petition carefully and determine if it is legal.

Travis Everson with Auction House, LLC. spoke next and told the Court that his company is an on-line auction website dedicated to Tax Sale auctions. He said by using the on-line system they are able to interact with bidders, increase the number of bidders and county revenue. Mr. Everson said this will not cost the county anything since the bidders pay a fee. He mentioned he would like to come back for a workshop on this topic.

Consider and take action on agenda items 3-16:

3. Letter in support of Texas A&M Physicians College of Medicine's application to the US Department of Health and Human Services, Health Resources and Services Administration (HRSA) to be a designated federally qualified health center look-alike status (FQHC-LAL).

A copy of the letter is attached.

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

4. Authorization for the County Judge to submit a form to the Texas Comptroller requesting a portion of unclaimed capital credit received from electric cooperatives for year 2016 to be returned to Brazos County.

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

5. Resolution 17-007 to approve the FY 2017 HSGP Application for the OOG. This resolution will replace and correct Resolution 17-002.

A copy of Resolution 17-007 is attached.

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

6. Consider and take action on proposed amendments to the Brazos County Health Care Provider Participation Program Rules and Procedures.

A copy of the amended Health Care Provider Participation Program Rules and Procedures is attached.

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

7. Consider and take action on an agreement between Brazos County and the Brazos Valley Museum of Natural History to allow for the temporary and occasional use of the Park by the Museum for the purpose of conducting tours, school field trips, and educational demonstrations.

Executive Director Deborah Cowman thanked the Court for the opportunity to continue the relationship between the museum and the community and for their continued support.

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

8. Approval of evaluation committee for RFP 17-048, Emergency Notification System:

- a. Michele Meade
- b. Jason Ware
- c. Jerry Henry
- d. Dale Kubenka
- e. Cray Crouse
- f. Brian Hilton
- g. Neil Black
- h. Chuck Fleeger
- i. Leslie Lutz
- j. Chris Norton
- k. Jeff Saunders
- l. Duane Strange
- m. Legal (non-voting)
- n. Purchasing (non-voting)

- o. Eric Caldwell (non-voting)

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

9. Approval of evaluation committee for RFQ 17-273, Professional Services - Engineering Services, Surveyor and Geotechnical Services:
 - a. Gary Arnold
 - b. Jon Jones
 - c. Prarthana Banerji
 - d. Sammy Catalena
 - e. Legal (non-voting)
 - f. Purchasing (non-voting)

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

10. Award of bid contract # 17-275 Transportation of Deceased and Pauper Cremation Services.

The Court voted unanimously to accept the recommendation of the Purchasing Agent and awarded Bid Contract 17-275 Transportation of Deceased and Pauper Cremation Services to Hillier Funeral Home. A copy of the bid tabulation is attached.

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

11. Permission to advertise the following:
 - a. Bid # 17-287 Hot Mix Asphalt
 - b. Bid # 17-293 Various Aggregate, Cold Mix and other Road Materials

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

12. The Final Plat of Duck Haven Subdivision Phase Nine (9); 12.816 Acres, Lots 1-9, Block 10; B. McGregor Survey, Abstract 170; City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

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

13. Tax Refund Applications for the following:

- a. Esther Ortega - Overpayment \$60.00
- b. Reece Homes LLC - Overpayment \$135.28
- c. Quinn Charles, Jr. - Overpayment \$196.20
- d. Corelogic Tax Service - Payment in Error \$3,165.94

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

14. Budget Amendments.

Budget Amendments FY 16/17 30.1 - 30.7

30.1 Transfer funds from General Capital Improvement Fund to Road and Bridge Department.

30.2 To recognize revenue for the TXDOT - Statewide Plan and Research Grant.

30.3 Transfer funds from General Capital Improvement Fund to Tax Office.

30.4 Transfer funds from Non-Departmental to Juvenile Services-Detention.

30.5 Reallocate funds for Juvenile Services-TJJD-SA Pre and Post Adjudication.

30.6 Reallocate funds for Fleet Services-Light Equipment.

30.7 Reallocate funds for Facility Services.

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

15. 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.

16. Payment of Claims.

Claims 7154921-7155054

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

17. Acknowledgement of Bryan-College Station Chamber of Commerce Independent Auditors' Report and Financial Statements for years ending September 30, 2016.

The Court acknowledged receipt of the the Bryan-College Station Chamber of Commerce Independent Auditors' Report and Financial Statement for year ending

September 30, 2016.

18. Acknowledgement of the acceptance from the Brazos Talent Initiative Committee of the Research Valley Partnership of a petition for Brazos County to establish a junior college district in accordance with Section 130 of the Education Code.

Civil Counsel Bill Ballard commented that the Court's actions are under the statute. A petition to establish a junior college district is governed by Chapter 277 of the Election Code. The petition will be sent to the Elections Administrator to verify the signatures. Once the signatures are verified it will be sent back to the Court to determine if the petition is legal or illegal. The Court will not be voting for or against the petition. If it is determined to be legal and is certified by the Court, the petition will then be sent to the Texas College and University Systems Coordinating Board.

The Court acknowledged receipt of the Brazos Talent Initiative Committee of the Research Valley Partnership of a petition for Brazos County to establish a junior college district in accordance with Section 130 of the Education Code.

19. Sheriff's report on inmate population.

Sheriff Chris Kirk stated there were 671 inmates in jail, 581 inmates are male and 90 are female, 71 have electronic monitors and 19 are pending for monitors.

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

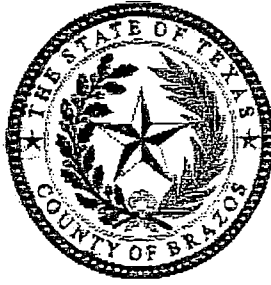
Commissioner Aldrich stated that the CEOC lease will be due soon as well as the BVWACS.

Commissioner Berry reminded the employees of the Health and Safety Expo on June 15, 2017 at 10:00 a.m. to 2:00 p.m. at the Brazos Center.

21. Call for Citizen input and/or concerns

There was no citizen's input.

22. Adjourn.



FILED

2017 APR 21 A 11:30

WENDY McQUEEN, COUNTY CLERK
BRAZOS COUNTY, TEXAS

**BRAZOS COUNTY
BRYAN, TEXAS**

Jesse Parnell

NOTICE OF MEETING AND AGENDA

BRAZOS COUNTY COMMISSIONERS COURT

**THE COMMISSIONERS COURT OF BRAZOS COUNTY WILL MEET
IN REGULAR SESSION ON APRIL 25, 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 Judge Peters
2. Call for Citizen input and/or concerns

Consider and take action on agenda items 3-16:

3. Letter in support of Texas A&M Physicians College of Medicine's application to the US Department of Health and Human Services, Health Resources and Services Administration (HRSA) to be a designated federally qualified health center look-alike status (FQHC-LAL).
4. Authorization for the County Judge to submit a form to the Texas Comptroller requesting a portion of unclaimed capital credit received from electric cooperatives for year 2016 to be returned to Brazos County.
5. Resolution 17-007 to approve the FY 2017 HSGP Application for the OOG. This resolution will replace and correct Resolution 17-002.
6. Consider and take action on proposed amendments to the Brazos County Health Care Provider Participation Program Rules and Procedures.
7. Consider and take action on an agreement between Brazos County and the Brazos Valley Museum of Natural History to allow for the temporary and occasional use of the Park by the Museum for the purpose of conducting tours, school field trips, and educational demonstrations.
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 - b. Jason Ware
 - c. Jerry Henry
 - d. Dale Kubenka
 - e. Cray Crouse
 - f. Brian Hilton
 - g. Neil Black
 - h. Chuck Fleeger
 - i. Leslie Lutz
 - j. Chris Norton
 - k. Jeff Saunders
 - l. Duane Strange
 - m. Legal (non-voting)
 - n. Purchasing (non-voting)
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Personnel Action Forms
 16. Payment of Claims.
 17. Acknowledgement of Bryan-College Station Chamber of Commerce Independent Auditors' Report and Financial Statements for years ending September 30, 2016.

18. Acknowledgement of the acceptance from the Brazos Talent Initiative Committee of the Research Valley Partnership of a petition for Brazos County to establish a junior college district in accordance with Section 130 of the Education Code.
19. Sheriff's report on inmate population.
20. Announcement of interest items and possible future agenda topics.
21. Call for Citizen input and/or concerns
22. Adjourn.

BRAZOS COUNTY COMMISSIONER'S COURT

25th DAY OF April, 2017
10:00 AM/PM, _____

Name

(PLEASE PRINT)

KAREN McQUEEN

Bill OLIVER

Travis Everson

Cory Owens

Vonda Boh

Eddie Bolch

Milce Santhel

K. Hawthorne ^{Kyle} ~~Hawthorne~~

BROCE ERRAFI

R. Alan MINGER

Michelle Meade

Chaplain GH Jones

Sylvia McMullen

Tim Ottinger

Bethany Jones

Organization

(PLEASE PRINT)

Co Clerk

WTAW

Auction House, LLC

Auction House, LLC

South Texas Aerobics

Boss Septic Design

Bryan Utizer

85th Dist CAT

ATTORNEY

REB

EM

Chaplain

Talent Steering Committee

CHI St. Joseph

CS

BRAZOS COUNTY COMMISSIONER'S COURT

25th DAY OF April, 2017
10:00 (AM/PM)

Name

(PLEASE PRINT)

Matthew Killmeyer
~~Barbara~~
Deborah Cowman
Dave McDermans
Kelan Lyon
TRAVIS MARTINEZ
Dan COBURN
Kristi Tonn
Matt Gilbert
WAL. CHARLES MENDOT
~~Jim~~ Doug VANCE
America Farrell
Nancy W Dickey
DAVID T DAVIS
ERIC CALDWELL

Organization

(PLEASE PRINT)

KBTX
CA
BUMNH
Ok Reg
The Edge
CLARKE WYNNA
ST. JOSEPH Health System
Consultant of St. Joseph Health System
"
PURCH.
St. Vincent
He
Wayne D
TREAS
BCIT

BRAZOS COUNTY COMMISSIONER'S COURT

25th DAY OF April, 2017
10:00 AM/PM, _____

Name

(PLEASE PRINT)

Patrick Grendo

Sean McConnon

Lisa M. Aldrich

Candy Gallego

Organization

(PLEASE PRINT)

citiz-

BSO

Comm. Court

BRAZOS COUNTY COMMISSIONER'S COURT

25th DAY OF April, 20 17
____ AM/PM, _____

Name

(PLEASE PRINT)

Jim Stewart

Carla Field

Chris Kirk

Irene Seth

Trudy Hancock

Katie Conner

Megan Mason

Jennifer Salazar

Donald Lampo

Organization

(PLEASE PRINT)

Chief S.O.

S.O.

Sheriff

Budget

SA.

Auditor.

Auditor

HR

Const. Pct. 2

WHAT WE DO:

Auction House (AH) is an on-line live auction website dedicated to Tax Sale auctions. We offer County governments the opportunity to increase county revenues and bolster their tax rolls by bringing online bidders to compete with bidders present at the live auction at the county courthouse steps, all in real-time. Historically bidders were required to be present to bid at tax sale auctions; this is no longer the case for Texas. Our website is a tool that will allow County governments to increase the revenue generated by these auctions by providing the following to its bidders:

1. Convenience – No longer is it necessary for bidders to be present at the auctions. Now bidders can compete in auctions all across the state with live on-site bidders in each county. The AH website is mobile friendly across all mobile devices.
2. Expanded Customer Base – Our website will increase the number and quality of bidders participating in these auctions. This drives increased revenue for the County government and the County as a whole.
3. Security – The AH website is a secure way to purchase auctioned property. Bidders purchase property at auction using our secure payment services and pay the County directly using our secure servers through Digital Check, wire transfer or ACH payment.
4. Bidder Confidence & Experience – We offer a fun and competitive bidding experience that is easy to use, is easy on the eyes and provides transparency to all bidders whether they are live on-line or live on-site.

USING OUR SITE:

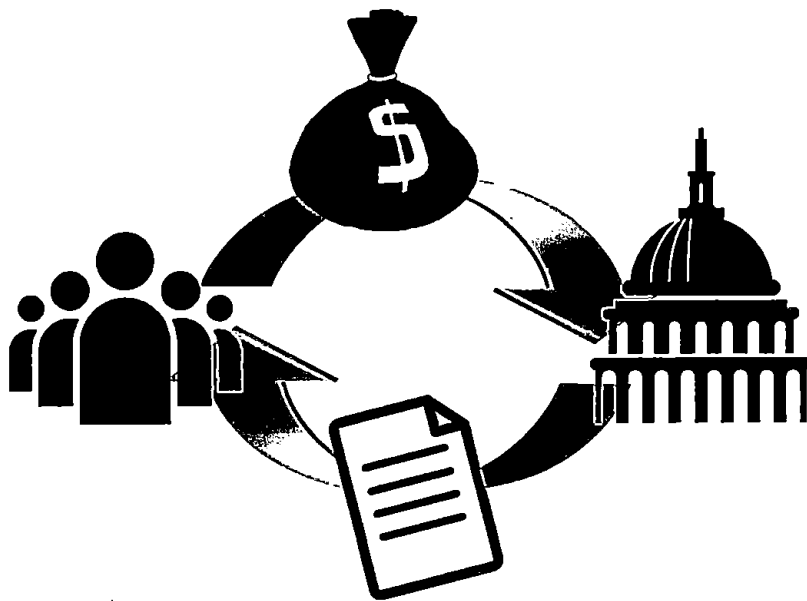
On-line bidders must be approved by each county prior to bidding on property in that county. Users can browse the AH website and those properties available for auction. Once a user is registered with an AH account they can use our Watch List feature to track and rank certain properties, and utilize GIS mapping and other features of the website. Only bidders who are registered and approved to bid by the County will be able to bid on any property auction for that county.

Auctions are held one day per month, or at the County's discretion. The auction will begin with the first lot available at 10:00 am. Once that lot is closed the auction moves to the next property available, and so on until all of the auctions have closed. Each auction lasts a minimum of two minutes. Each bid within the last 10 seconds of the two minute period will extend the timer an additional 20 seconds. This process is repeated until one successful bidder is remaining and the timer has reached zero.

Each property has a minimum bid (reserve) amount that is set by the County or its legal representatives. Each auction opens at the minimum bid amount. All property will be sold to the highest bidder if that bid is greater than the minimum bid (reserve) amount. Bids must be submitted in increments of \$100.00 (or an increment set by the County).

The successful on-line bidder will have 60 minutes to complete the claim process and make the final payment through the AH website. In the event that the successful on-line bidder does not claim the property in the given time frame, the successful bidder will lose their preauthorization/deposit money and potentially forfeit their use of the AH website forever.

The successful bidder will receive a deed without warranty from the County in which the auction was won. Deeds will be sent to the successful bidder in a timely manner in accordance with the County's practices.



Step 1 – County Benefits

Texas Counties can partner with Auction House to auction tax sale properties live at the County Courthouse auction and on-line simultaneously.

Auction House provides a convenient auction and payment process. Fast and secure payments are collected and sent directly from the bidder to the county after each auction.

Auction House online auctions reach a nationwide customer/bidder base, thus increasing exposure and county revenues.

Step 2 – Bidder Registration

Users must first register online using a Bidder ID Number that is generated and verified by each County. This will provide additional revenue for the county by increasing the number of \$10 processing fees collected.

After registration, a preauthorization on the user's Credit Card will be held in order for users to participate on auction day.

The Preauthorization is released at the end of each bidding day for all users; except in the event of non-payment by the winning bidder.

Step 3 – Bidder Auction Process

Bidders can select auctions by County or narrow the search using other numerous parameters and GIS map features.

Bidders can add and track property auctions using the Watch List feature.

Bidders compete in live simultaneous auctions where online bidders bid against bidders who are present at the on-site county courthouse auction, all in real-time.

Bidders can make offers on Struck-Off properties using the "Make An Offer" button.

Step 4 – Bidder Payment

Once the auction is complete and a winner is declared, payment must be made within 60 minutes (Timer Enforced).

User has the ability to pay by Virtual Check, Wire Transfer or ACH Payment.

Full payment is made by the winning bidder which includes all legal and technical fees.

If a user wins an auction but fails to make payment, the user forfeits the credit card preauthorization amount and the property is put up for auction again.

AuctionHouse

Sale & Resale Fee Schedule

**Based on Adjudged Value
\$5,000 Plus**



\$600 Fixed Fee

**Based on Adjudged Value
\$1,000 to \$4,999**



\$300 Fixed Fee

 **FREE Less than \$999**

ATTENTION TAX SALE BUYERS:

Online Tax Sale Auctions Across Texas Are Coming Soon!

- **Real Time Bidding**
- **Bid From Anywhere**
- **Bid In Multiple Counties Simultaneously**
- **Integrated Property Information & Mapping**
- **Fast & Secure Transactions**

Preregister Now At
www.auctionhousellc.com



AuctionHouse
On-Line Tax Sale Auctions



AuctionHouse

Travis Everson: Sr. VP Sales & Acquisitions
direct: 713.446.4817
em: traviseverson@auctionhousellc.com
web: auctionhousellc.com

AuctionHouse

On-Line Tax Sale Auctions

*** ZERO-COST SERVICE**

*** INCREASE COUNTY REVENUE**

*** MODERNIZE COUNTY OPERATIONS**

*** CONVENIENT ONLINE AUCTIONS**

www.auctionhoucellc.com



A TEXAS COMPANY

**AUCTIONS AT THE COURTHOUSE
STEPS ARE A THING OF THE PAST -
LIVE ONLINE AUCTIONS AT
AUCTIONHOUSELLC.COM
ARE THE FUTURE.**

Auction House is modernizing the tax sale auction process. We offer County governments the opportunity to auction tax sale properties online.

Historically, auctions of this nature were required to be held at the County's courthouse steps; this is no longer the case in Texas due to recent legislation passed in the 84th Texas Legislative Session.

Using our state-of-the-art website, County governments will increase revenue generated by tax sale auctions by adding a significantly higher number of participants from across the globe.

Our LIVE ONLINE AUCTIONS reflect the traditional courthouse auction process.

Auction House makes it easy and entertaining for bidders to participate in numerous County auctions simultaneously.

For more information and to schedule an on-site demonstration, please contact:

**Travis Everson- Senior VP of Sales &
Acquisitions**

Direct 800.579.9822

traviseverson@auctionhousellc.com



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Letter in support of Texas A&M Physicians College of Medicine's application to the US Department of Health and Human Services, Health Resources and Services Administration (HRSA) to be a designated federally qualified health center look-alike status (FQHC-LAL).

TO: Commissioners Court

DATE: 04/20/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[Letter-CC Letterhead.pdf](#)

Description

Letter

Type

Cover Memo



STEVE ALDRICH
Precinct 1
(979) 361-4106
saldrich@brazoscountytexas.gov

NANCY BERRY
Precinct 3
(979) 361-4105
nberry@brazoscountytexas.gov

BRAZOS COUNTY COMMISSIONERS COURT

SAMMY CATALENA
Precinct 2
(979) 361-4115
scatalena@co.brazos.tx.us

E. DUANE PETERS
County Judge
(979) 361-4102
dpeters@brazoscountytexas.gov

IRMA CAULEY
Precinct 4
(979) 361-4111
icauley@brazoscountytexas.gov

April 25, 2017

Nancy W. Dickey, M.D.
Chief Medical Officer
Texas A&M Physicians
2900 E. 29th St. #100
Bryan, TX 77802

Dear Dr. Dickey,

Brazos County Commissioners Court is pleased to support Texas A&M Physicians College of Medicine's application to the US Department of Health and Human Services, Health Resources and Services Administration (HRSA) to be a designated federally qualified health center look-alike status (FQHC-LAL) in an effort to increase access to care for low and moderate-income clients. Texas A&M Physicians provides a full range of health and social services and is prepared to add additional services like dentistry which would be required by FQHC-LAL status.

The Texas A&M Physicians practice will provide free and low-cost healthcare services to low income residents in Bryan, College Station and the surrounding counties. While there are providers in Bryan-College Station which accept Medicare/Medicaid as well as treat the uninsured, the demand for services far outweighs current resources. Many residents choose the emergency department for medical care because they cannot get a timely appointment in the available clinics and limitations in the transportation systems make it difficult to access care outside of usual working hours. As evidenced by a local care navigation system, many of these patients have not been able to get appointments at local facilities even after having made an emergency department visit.

Texas A&M Physicians aims to improve the care and services of all persons in the region through a full range of primary care including pediatric and obstetrical care. Because they are a teaching program, they will introduce learners to the problems faced by low income individuals including the impact of lack of insurance or having an insurance plan that is not widely accepted by providers in the area.

I commend Texas A&M Physicians for this proposal and strongly support its application, knowing that upon its FQHC-LAL designation, they will be able to expand access to healthcare services in the region and improve the health statistics of the Brazos Valley. I urge HRSA's full consideration and favorable decision on funding for this proposal.

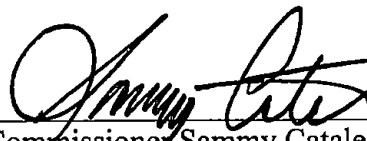
Sincerely,



Duane Peters
County Judge



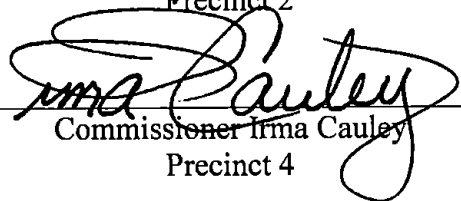
Commissioner Steve Aldrich
Precinct 1



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: 4/25/2017

ITEM: Authorization for the County Judge to submit a form to the Texas Comptroller requesting a portion of unclaimed capital credit received from electric cooperatives for year 2016 to be returned to Brazos County.

TO: Commissioners Court

DATE: 04/19/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available



MARCH 2017

Unclaimed Property Capital Credits for Counties

Glenn Hegar

Texas Comptroller of
Public Accounts

In conjunction with Local Government Code 381.004 and Texas Property Code Section 74.602, the Texas Comptroller of Public Accounts is authorized to distribute a portion of unclaimed capital credits to counties for specific uses.

What are unclaimed capital credits?

Electric cooperatives that have lost contact with a previous customer sometimes report capital credits to the Comptroller's office as unclaimed property. Texas law allows counties to claim a portion of unclaimed capital credits originating from their county and use them for specific programs.

How are funds divided among counties?

- Electric cooperatives report to the Comptroller unclaimed capital credits and the county of service from which they originated.
- The amount available to each county is based on that county's total capital credits remitted per reporting year, minus anticipated claims as determined by the Comptroller.
- A county may or may not receive funds in a given year.

Who qualifies?

- Any county can request a portion of those funds.
- The county must follow instructions in Local Government Code Section 381.004 to request funds.
- The commissioners court is the primary governing body and ultimate decision-making authority on the legitimacy of fund requests.

General uses of capital credits

The county commissioners court may use capital credits to develop and administer a program:*

- for state or local economic development
- for small or disadvantaged business development
- to stimulate, encourage and develop business location and commercial activity in the county
- to promote or advertise the county and its vicinity or conduct a solicitation program to attract conventions, visitors and businesses
- to improve the extent to which women and minority businesses are awarded county contracts
- to support comprehensive literacy programs that benefit county residents
- for the encouragement, promotion, improvement and application of the arts
- to support a children's advocacy center

*Review Local Government Code Section 381.004 before starting a program.

How to request capital credits

The county judge and/or commissioners court must complete and submit the form on the back of this notice.

- The form must be signed by a representative of the commissioners court or the county judge.
- The form must include the complete name, address and federal tax identification number of the commissioners court. Funds will be paid directly to the court.

If you have any questions, contact Taj Williams:
taj.williams@cpa.texas.gov or 512-463-1189.

FOR MORE INFORMATION,
VISIT OUR WEBSITE AT
Comptroller.Texas.Gov.

FOR INFORMATION ON
UNCLAIMED PROPERTY, SEE
comptroller.texas.gov/up.

FOR QUESTIONS ON CAPITAL
CREDITS CONTACT TAJ WILLIAMS
512-463-1189.

UNCLAIMED PROPERTY CAPITAL CREDITS FOR COUNTIES

County Request for Capital Credits

County name Brazos County FEIN 74-6000433

Authorized by ☒ Judge ☐ Commissioners Court

Name of County Judge Duane Peters Approved Date 4/25/17

Send the requested funds to:

Address 200 S. Texas Ave, Ste. 332 City Bryan State TX Zip 77803

I acknowledge that the purpose of the funds is in compliance with provisions of
Texas Local Government Code Section 381.004.

Name Duane Peters Title County Judge Phone 979-361-4102
Signature [Signature] Date 4/25/17

You may submit this form by mail, fax or email by May 1, 2017.

Mail Texas Comptroller of Public Accounts
Unclaimed Property Division
Holder Reporting Section
P.O. Box 12019
Austin, Texas 78711-2019

Fax 512-475-3609
Email taj.williams@cpa.texas.gov

FOR COMPTROLLER'S USE ONLY: We are authorized to release ____% of the total amount available to your county. We will send a
\$_____ payment to the address provided above. By requesting funds, you have certified that they will be used in compliance with the
provisions of Texas Local Government Code Section 381.004.

Comptroller's Representative _____ Date _____

This publication is intended as a general guide and not as a comprehensive resource on the subjects covered.
It is not a substitute for legal advice.

In compliance with the Americans with Disabilities Act, this document may be requested in alternative formats by calling **800-252-1382**,
or by sending a fax to **512-475-0900**.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Emergency Management NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Resolution 17-007 to approve the FY 2017 HSGP Application for the OOG. This resolution will replace and correct Resolution 17-002.

TO: Commissioners Court

FROM: Michele Meade

DATE: 04/12/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

SOURCE OF FUNDS: n/a

REQUIREMENTS: none.

ACTION REQUESTED OR
ALTERNATIVES: Approval of Resolution 17-007 to approve the FY 2107 HSGP Application for the OOG.
Resolution 17-007 will replace and correct Resolution 17-002.

ATTACHMENTS:

File Name

[17-007.docx](#)

Description

Resolution

Type

Cover Memo

A RESOLUTION OF THE BRAZOS COUNTY COMMISSIONER'S COURT OF BRAZOS COUNTY, TEXAS, APPROVING THE GRANT APPLICATION FOR THE REGIONAL WEBEOC PROJECT TO THE OFFICE OF THE GOVERNOR.

WHEREAS, The Brazos County Commissioner's Court finds it in the best interest of the citizens of Brazos County, TX that the Regional WebEOC Project be operated for 2017; and

WHEREAS, The Brazos County Commissioner's Court agrees to provide applicable matching funds for the said project if required by the Homeland Security Grant Program (HSGP) grant application; and

WHEREAS, The Brazos County Commissioner's Court agrees that in the event of loss or misuse of the Office of Governor funds, The Brazos County Commissioner's Court assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, The Brazos County Commissioner's Court designates the County Judge as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

BE IT RESOLVED BY BRAZOS COUNTY COMMISSIONER'S COURT OF BRAZOS COUNTY, TEXAS:

PART 1: That the Brazos County Commissioner's Court hereby approves the Regional WebEOC Project Grant Application.

PART 2: That the Brazos County Commissioner's Court hereby agrees to provide applicable matching funds for the said project if required by the Homeland Security grant application.

PART 3: That the Brazos County Commissioner's Court hereby approves the County Judge as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter, or terminate the grant on behalf of the applicant agency.

PART 4: That this Resolution shall take effect immediately from and after its passage.

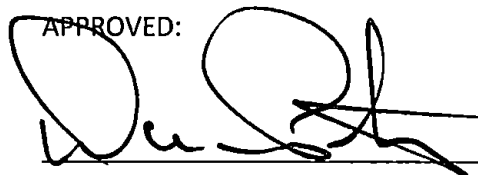
ADOPTED this 25th day of April, A.D. 2017.

ATTEST:



Karen McQueen, County Clerk

APPROVED:



Duane Peters, County Judge

APPROVED:



Bill Ballard, County Attorney



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 4/25/2017
ITEM: Consider and take action on proposed amendments to the Brazos County Health Care Provider Participation Program Rules and Procedures.
TO: Commissioners Court
DATE: 04/20/2017
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
RULES County Health Care Provider Participation Program Rules and Procedures (84055431_3).DOC	Redline document highlighting changes	Cover Memo
RULES County Health Care Provider Participation Program Rules and Procedures (Adopted April 25 2017).doc	Amended Rules and Procedures	Cover Memo
UHRIP Amendment to LPPF Rules and Procedures(103237881_1).docx	Order	Cover Memo

STATE OF TEXAS

§
§
§

COUNTY OF BRAZOS

**ORDER
AMENDING RULES AND PROCEDURES OF BRAZOS COUNTY**

WHEREAS, pursuant to Chapter 296 of the Texas Health and Safety Code, the Brazos County Commissioners Court created the Brazos County Local Provider Participation Fund;

WHEREAS, the purpose of the Local Provider Participation Fund is to generate revenue to provide the nonfederal share of a Medicaid supplemental payment program by requiring a mandatory payment from institutional health care providers in Brazos County;

WHEREAS, pursuant to Section 296.053 of the Texas Health and Safety Code, Brazos County approved and adopted rules governing the operation of the Local Provider Participation Fund, including rules relating to the administration of a mandatory payment;

WHEREAS, Brazos County desires to now amend the rules of the local provider participation fund.

NOW THEREFORE BE IT ORDERED by Brazos County that the Brazos COUNTY HEALTH CARE PROVIDER PARTICIPATION PROGRAM MODEL RULES AND PROCEDURES be amended as follows:

See Attachment "A"

PASSED, APPROVED, ADOPTED AND ORDERED this 25th day of April, 2017 by a vote of 5 ayes and 0 nays.

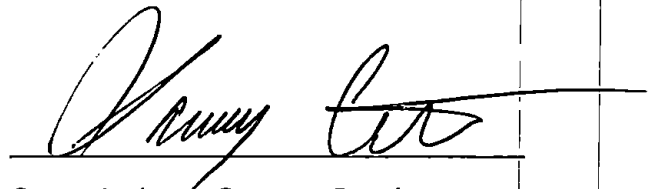


Duane Peters
County Judge



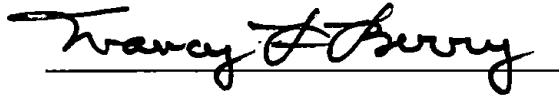
Commissioner Steve Aldrich

Precinct 1



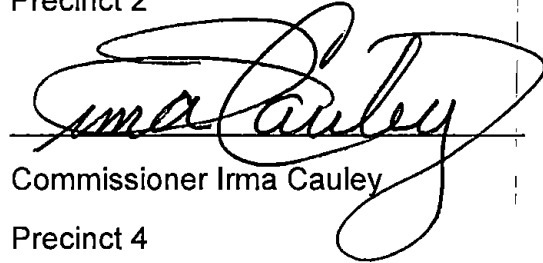
Commissioner Sammy Catalena

Precinct 2



Commissioner Nancy Berry

Precinct 3



Commissioner Irma Cauley

Precinct 4

**BRAZOS COUNTY HEALTH CARE PROVIDER PARTICIPATION PROGRAM
RULES AND PROCEDURES (as Amended April 25, 2017)**

General Provisions

Rule 1. Definitions. In these rules and procedures:

(a) "Mandatory payment" means a mandatory payment authorized under Subtitle D of Title 4 of the Texas Health & Safety Code.

(b) "Institutional health care provider" means a nonpublic hospital that provides inpatient hospital services.

(c) "Paying hospital" means an institutional health care provider required to make a mandatory payment.

(d) "Program" means a county health care provider participation program authorized under Subtitle D of Title 4 of the Texas Health & Safety Code.

(e) "Fiscal Year" shall mean September 1 through August 31 of any given year.

(f) "County" shall mean Brazos County.

Rule 2. County Health Care Provider Participation Program; Participation in Program.

(a) A county health care provider participation program authorizes a county to collect a mandatory payment from each institutional health care provider located in the county to be deposited in a local provider participation fund established by the county. Money in the fund may be used by the county to fund certain intergovernmental transfers and indigent care programs as provided by these rules and procedures.

(b) The Brazos County Commissioners Court may adopt an order authorizing the County to participate in the program, subject to the limitations provided by these rules and procedures.

(c) To the extent any provision or procedure under Subtitle D of Title 4 of the Texas Health & Safety Code causes a mandatory payment to be ineligible for federal matching funds, the county may provide by rule for an alternative provision or procedure that conforms to the requirements of the federal Centers for Medicare and Medicaid Services.

Powers and Duties of Commissioners Court

Rule 3. Limitation on Authority to Require Mandatory Payment. The County may require a mandatory payment from an institutional health care provider only in the manner provided in these rules and procedures.

Rule 4. Majority Vote Required Prior to Mandatory Payment. The County may not collect a mandatory payment without an affirmative vote of a majority of the members of the commissioners court.

Rule 5. Institutional Health Care Provider Reporting; Inspection of Records.

(a) The County shall require each institutional health care provider to submit to the County a copy of any financial and utilization data required by and reported to the Department of State Health Services under Texas Health & Safety Code Sections 311.032 and 311.033 and any rules adopted by the executive commissioner of the Health and Human Services Commission to implement those sections.

(b) The County may inspect the records of an institutional health care provider to the extent necessary to ensure that the provider has submitted all required data under this Rule.

General Financing Provisions**Rule 6. Hearing.**

(a) Each year, the County Commissioners Court shall hold a public hearing on the amounts of any mandatory payments that the Commissioners Court intends to require during the year and how the revenue derived from those payments is to be spent.

(b) Not later than the 5th day before the date of the hearing required under Rule 6(a), the County Commissioners Court shall publish notice of the hearing in a newspaper of general circulation in the County.

(c) A representative of a paying hospital is entitled to appear at the time and place designated in the public notice and to be heard regarding any matter related to the mandatory payments.

Rule 7. Depository.

(a) The County shall designate one or more banks located in the County as the depository for mandatory payments received by the County. A bank designated as a depository serves for two years or until a successor is designated.

(b) All income received by a County under these rules and procedures, including the revenue from mandatory payments remaining after fees for assessing and collecting the payments are deducted, shall be deposited with the County depository in the County's local provider participation fund and may be withdrawn only as provided by these rules and procedures.

(c) All funds under these rules and procedures shall be secured in the manner provided for securing County funds.

Rule 8. Local Provider Participation Fund; Authorized Uses of Money.

(a) The County shall create a local provider participation fund.

(b) The local provider participation fund of the County consists of:

(1) all revenue received by the County attributable to mandatory payments, including any penalties and interest attributable to delinquent payments;

(2) money received from the Health and Human Services Commission as a refund of an intergovernmental transfer from the County to the state for the purpose of providing the nonfederal share of Medicaid supplemental payment program payments, provided that the intergovernmental transfer does not receive a federal matching payment; and

(3) the earnings of the fund.

(c) The County will use the money deposited to the local provider participation fund only for the following purposes:

(1) fund intergovernmental transfers from the District to the state to provide:

(A) the nonfederal share of a Medicaid supplemental payment program authorized under the state Medicaid plan, the Texas Healthcare Transformation and Quality Improvement Program waiver issued under Section 1115 of the federal Social Security Act (42 U.S.C. Section 1315), or a successor waiver program authorizing similar Medicaid supplemental payment programs; or

(B) payments to Medicaid managed care organizations that are dedicated for payment to hospitals;

(2) subsidize indigent programs;

(3) pay the administrative expenses of the District;

(4) refund a portion of a mandatory payment collected in error from a paying hospital;

(5) refund to paying hospitals the proportionate share of money received by the District from the Health and Human Services Commission that is not used to fund the nonfederal share of Medicaid supplemental payment program payments; and

(6) refund to paying hospitals the proportionate share of money that the District determines cannot be used to fund the nonfederal share of Medicaid supplemental payment program payments.

(d) Money in the local provider participation fund may not be commingled with other County funds.

(e) An intergovernmental transfer of funds described by Rule 8(c)(1) and any funds received by the County as a result of an intergovernmental transfer described by that rule may not be used by the County or any other entity to expand Medicaid eligibility under the Patient Protection and Affordable Care Act (Pub. L. No. 111-148) as

amended by the Health Care and Education Reconciliation Act of 2010 (Pub. L. No. 111-152).

Mandatory Payments

Rule 9. Mandatory Payments Based on Paying Hospital Net Patient Revenue.

(a) Except as provided by Rule 11, the Commissioners Court of a County that collects a mandatory payment may require an annual mandatory payment to be assessed on the net patient revenue of each institutional health care provider located in the County.

(b) The Commissioners Court may provide for the mandatory payment to be assessed annually. Mandatory payments are typically due no later than the end of the fiscal year.

(c) In the first year in which the mandatory payment is required, the mandatory payment is assessed based on the data for 2013 collected pursuant to Section 5(a). If no such data are available for an institutional health care provider, the mandatory payment may be calculated based on the institutional health care provider's Medicare cost report submitted for the 2013 fiscal year or for the closest subsequent fiscal year for which the provider submitted the Medicare cost report.

(d) The County shall update the amount of the mandatory payment on an annual basis.

(e) If the County selects a new net patient revenue base year and full-year data for a hospital is unavailable, the County may project a hospital's base year net patient revenue either by extrapolating available partial year data from the base year or by using published data from the most recent fiscal year available..

Rule 10. Mandatory Payment Requirements

(a) The amount of a mandatory payment must be uniformly proportionate with the amount of net patient revenue generated during the most recent complete fiscal year by each paying hospital in the County (b) The Commissioners Court of the County shall set the amount of the mandatory payment.

(b) Subject to the maximum amount prescribed by Rule 11(a), the Commissioners Court of the County shall set the mandatory payments in amounts that in the aggregate will generate sufficient revenue to cover the administrative expenses of the County for activities under these rules and procedures and to fund purposes described in Rule 8(c). The annual amount of revenue from mandatory payments used for administrative expenses of the County for activities under these rules and procedures shall be the lesser of four percent of the total revenue generated from the mandatory payment or \$20,000.

(c) The County shall invoice the Paying Hospitals once per fiscal year.

Rule 11. Mandatory Payment Prohibitions.

(a) The amount of the mandatory payment required of each paying hospital may not exceed an amount that, when added to the amount of the mandatory payments required from all other paying hospitals in the County, equals an amount of revenue that exceeds six percent of the aggregate net patient revenue of all paying hospitals in the County.

(b) A mandatory payment may not hold harmless any institutional health care provider, as required under 42 U.S.C. Section 1396b(w).

(c) A Paying Hospital may not add a mandatory payment required under this section as a surcharge to a patient.

(d) If a County determines that administration of mandatory payments is increasing the costs of health care to the residents of the County, the Commissioners Court may rescind participation in the program and refund to each paying hospital the proportionate share of any money remaining in the local provider participation fund at the time the County's participation is rescinded.

Rule 12. Assessment and Collection of Mandatory Payments.

(a) Except as provided by Rule 12(b), the County tax assessor-collector shall collect the mandatory payment. The County tax assessor-collector shall charge and deduct from mandatory payments collected for the County a fee for collecting the mandatory payment in an amount determined by the Commissioners Court of the County, not to exceed the County tax assessor-collector's usual and customary charges.

(b) The Commissioners Court may contract for the assessment and collection of mandatory payments in the manner provided by Title 1, Tax Code, for the assessment and collection of ad valorem taxes.

(c) Revenue from a fee charged by a County tax assessor-collector for collecting the mandatory payment shall be deposited in the County general fund and, if appropriate, shall be reported as fees of the County tax assessor-collector.

Rule 13. Interest and Penalties. Any interest and penalties on mandatory payments are governed by the law applicable to County ad valorem taxes. Discounts applicable to County ad valorem taxes do not apply.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Consider and take action on an agreement between Brazos County and the Brazos Valley Museum of Natural History to allow for the temporary and occasional use of the Park by the Museum for the purpose of conducting tours, school field trips, and educational demonstrations.

TO: Commissioners Court

DATE: 04/19/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[Boonville Facility Use Agreement
\(003\).docx](#)

Description

Agreement

Type

Cover Memo

7

AGREEMENT BETWEEN BRAZOS COUNTY AND BRAZOS VALLEY MUSEUM OF NATURAL HISTORY FOR THE OPERATION OF BOONVILLE HERITAGE PARK

This Brazos County Facility Use Agreement ("**Agreement**"), is made and entered into this 25th day of April, 2017, by and between Brazos County, Texas a political subdivision of the State of Texas ("**County**"), acting by and through its Commissioner's Court, and the BRAZOS VALLEY MUSEUM OF NATURAL HISTORY ("**Museum**") a Texas Charitable Corporation and a 501(c)(3) Organization. The parties agree as follows:

1. That, upon the terms and conditions herein expressed and in consideration of the covenants and agreements herein expressed, the County does hereby grant unto Museum the right to use and temporarily occupy the space known as the Boonville Heritage Park located at 2421 Boonville Road, Bryan, Brazos County, Texas including the buildings, structures, paths, and equipment (defined in the Attached Exhibit "A"). Hereinafter ("**Park or Premises**").
2. This Agreement allows for the temporary and occasional use of the Premises by Museum for the purpose of conducting tours, school field trips, and educational demonstrations.
3. It is anticipated that Museum will need use of the Premises for approximately twenty (20) hours every week. This Agreement shall have an initial term of one year beginning April 25, 2017, and shall expire April 24, 2018.
4. The County will make every attempt to accommodate Museum if a request is made for a particular action on the Premises (like mowing, repairs, chairs, etc., road work, heating & cooling, security alarm), but the County cannot guaranty said action. Museum acknowledges by its execution of this Agreement that the County may limit availability of the Premises to the Museum by any means.
5. Museum shall have possession of the Premises for the purpose and term aforesaid necessary to accommodate the purpose of the Museum.
6. Museum will furnish all equipment and personnel needed to conduct tours of the Premises. County will only make available the Premises at reasonable hours between sunrise and sunset.
7. Museum shall return the Premises in as near the same condition as when received. Before leaving the Premises, Museum or Museum's agent shall remove any equipment brought by Museum to the Premises.
8. Both Parties agree to accept responsibility for the actions of their employees or agents and will not seek to hold the other Party responsible.

9. To the extent allowed by the law and the constitution of the State of Texas, County agrees to hold harmless Museum, its officers, agents, elected officials and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs and attorney's fees, for injury to or death of any person, or damage to any property, or for any breach of contract arising out of or in connection with this Agreement and the purposes for which this Agreement was entered into, including but not limited to property damage, injuries and death due to the act, omission, mistake, fault, default, or negligence of (1) Museum, its agents and employees; and (2) any invitee's, licensees or guests of Museum and (3) the passive negligence or vicarious Liability of the Museum, its officers, agents, or employees.
10. To the extent allowed by the law and the constitution of the State of Texas, Museum agrees to hold harmless County, its officers, agents, elected officials and employees from and against any and all claims, losses, damages, causes of action, suits and liability of every kind, including all expenses of litigation, court costs and attorney's fees, for injury to or death of any person, or damage to any property, or for any breach of contract arising out of or in connection with this Agreement and the purposes for which this Agreement was entered into, including but not limited to property damage, injuries and death due to the act, omission, mistake, fault, default, or negligence of (1) County, its agents and employees; and (2) any invitee's, licensees or guests of County and (3) the passive negligence or vicarious Liability of the County, its officers, agents, or employees.
11. Museum may terminate this Agreement at any time, with or without cause.
12. County may terminate this Agreement at any time, with or without cause, but must give Museum thirty (30) days' notice prior to termination, either written or oral.
13. In the event the Premises or any building or structure located on the Premises is destroyed by fire or other cause, or of any other casualty or unforeseen occurrence or other causes shall render the fulfillment of this Agreement by the County impossible, then the term of this Agreement shall end.
14. Museum hereby waives and releases any claim for damages or compensation on account of any termination of this Agreement.
15. Neither party shall be liable in damages for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, Acts of God, Government restrictions, wars, insurrections, natural disasters or other emergencies as declared by Federal, State or County agencies or departments.

16. This Agreement may not be assigned by Museum in whole or in part. Museum further agrees and understands that it may not sublet any portion of the Premises.
17. Museum accepts the Premises including the buildings, its structures and equipment, in their present condition and state of repair. Museum shall use utmost care to insure that the Premises remains in good repair. The cost of any repairs and/or replacement required to return the Premises to its present condition may be assessed against Museum if it is determined that Museum breached its duty of care for the Premises.
18. Museum assumes responsibility for any items borrowed from the County. This includes chairs, table, public address equipment, extension cords, computer equipment and visual media.


Brazos County, Texas
a Political Subdivision of
the State of Texas

Brazos Valley Museum of Natural History

By:

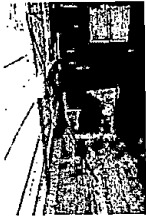

Duane Peters, County Judge

By:


President, Board of Trustees


Executive Director

Cabin 1: Dining Room and Hearth



Bedias Double (red) school desk

Cabin 1

750



Early Texas (Republic era) chair with rawhide seat
325

Cabin 1



Praha table – main dining table

Cabin 1

495

4 – cane-bottom Kentucky chairs, around main dining table

Cabin 1

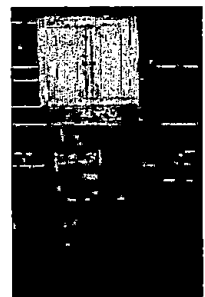
800



Tall table with bench

Cabin 1

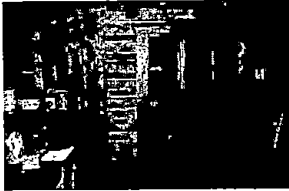
859



Hanging cabinet

Cabin 1

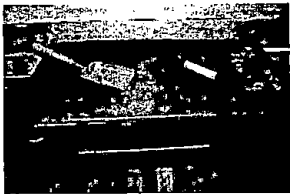
425



Shiro Cupboard

Cabin 1

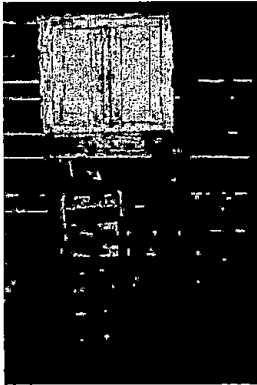
3200



Dough box

Cabin 1

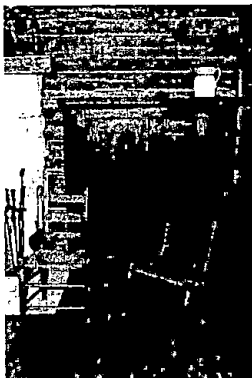
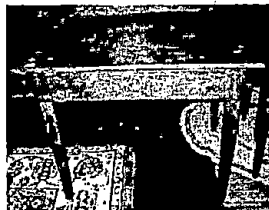
750



Brazos Valley Table

Cabin 1

298



Wooden Cabinet

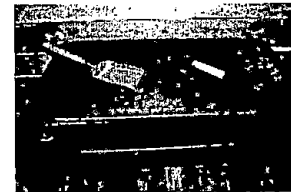
List of smaller items in order moving clockwise from the door:

Ladder

Fire extinguisher



On the Dough Table: small shovel
Dough tool
Cast iron cornbread mold



Large butter churn
Crock



On the Tall Work Table with Bench:

Glass oil lamp
Wooden mortar and pestle
Small butter churn
Metal candle holder and candle
Ceramic pottery bowl
Pottery corn cob jug
Tall metal cup
Enamel coffee pot with lid
Oil lamp with metal base
Metal candle mold for six candles
Metal candle mold for eight candles
Large carved wooden two prong fork used to stir laundry – encrusted with lye



Inside the Shiro Cupboard:

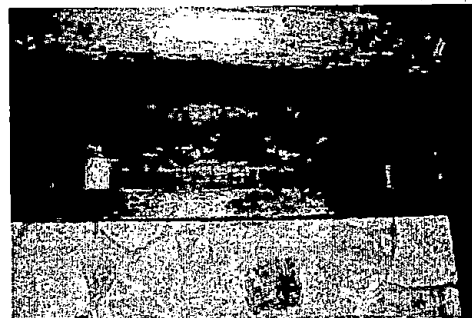
Can of Danish oil and cleaning cloth
Two small bottles of paint
Instructions for Exhibit Signs
Hex key and five pins for Exhibit Signs
Roll of yellow tape
Four sliders
Two bottles of wood polish and cleaning cloth
Remote control for air conditioner
Device recording outside security camera
Mouse for device



Large metal cooking spoon
Large metal strainer spoon

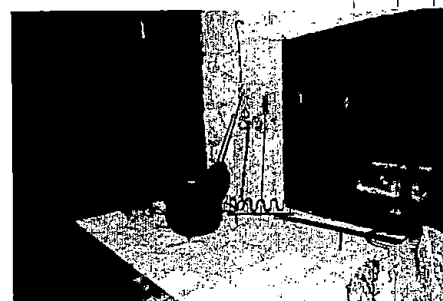


On the Mantle: Three crockery jugs
Metal candle holder
Large glass oil lamp
Horns mounted above the mantle



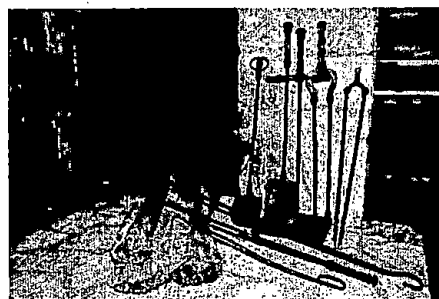
Around/in the Hearth:

Metal matchbox on fireplace ledge
Metal arm to hold stock pot over the fire
2 Andirons holding wood in the fireplace
2 Metal stock pots
Metal toasting rack
Metal fork with long handle
Large iron skillet
Smaller iron skillet
Iron hook with long handle hanging on the fireplace wall
Tongs
2 rectangular iron grates with feet for resting cooking pots in the fire
1 round, rotating grate with feet for resting cooking pots in the fire



Fireplace tools:

1 poker
2 hooks
Bellows
2 shovels (log scrapers)
2 tongs
1 stand



Split logs for the fire

On top of the Wooden Cabinet: Crockery pitcher



In the Wooden Cabinet: Bottles of water
2 cold compresses
Box of Band-Aids
Bottle of Bactine

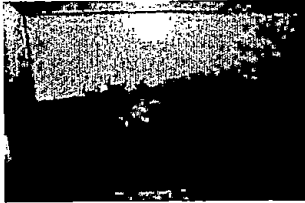
Leather carriage whip



Rifle



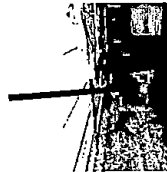
Painting of oxen



Reproduction of *The Raising of Boonville*, Gary Minkert, 1967;
reproduced with permission of the BVMNH, owners of the original artwork.



Small blue pail hanging on the red Bedias Double School Desk



On the Brazos Valley Table: Three nesting wooden bowls
Metal candle holder and candle
Candle snuffer



On/in the Hanging Cupboard:

Cow bell on leather strap

10 small metal cups

10 metal plates

Wooden box "Peters...ammunition..."

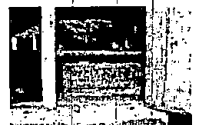
Containing 9 forks and 20 knives

2 iron hooks with wooden handles for carrying pots

Jar containing tan liquid

Screw with washers

Styrofoam box containing many square nails –



Removed from the Peters cabin when it was disassembled

Yarn

Leather cord, 2 pieces

2 empty boxes that once contained beeswax candles

4 pieces petrified wood from the Boonville Heritage Park grounds

Small piece of screen

2 glue traps

Remote control

Manuals

Metal bracket



On the Praha table in the center of the room:

2 metal cups

2 metal plates

2 small metal plates

Enamel coffee pot

Wooden-based metal coffee grinder

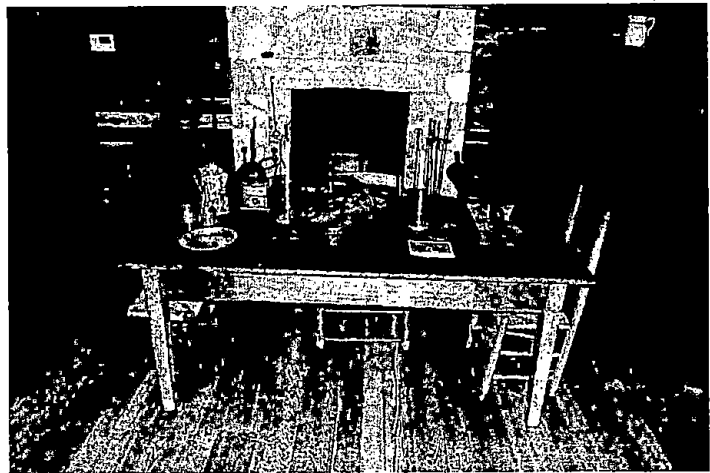
2 metal candle holders with candles

Basket

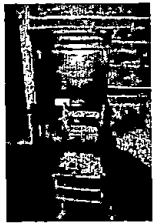
Wooden box containing cutlery: 12 spoons; 12 forks; 10 knives

Small metal tray and informative sign

Metal candle trimming tool



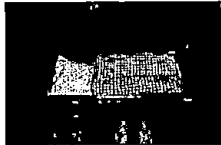
Cabin 2 Contents



Castroville desk (writing desk)

Cabin 2

1595



Dimebox cradle

Cabin 2

395



Old Washington Junior bed, walnut

Cabin 2

425



Child's rocker



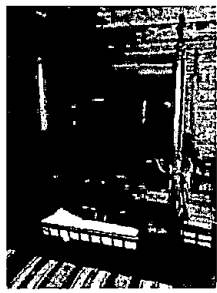
Cabin 2



Fredericksburg shipping chest

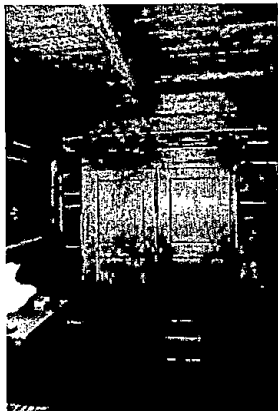
Cabin 2

1195



Rope bed
900

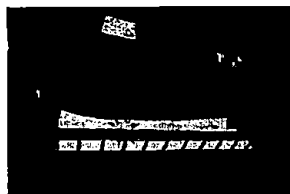
Cabin 2



Chifferobe

Cabin 2

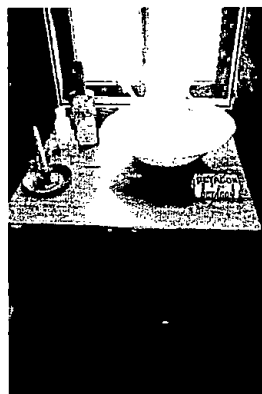
4000



Trundle bed

Cabin 2

550



Wash Stand

Cabin 2

350



Settee

Bell County Parlor table

In/on the Castroville desk:

8 Corked bottle with unknown liquid



2 crystal and metal square ink wells, hinged tops

1 feathers/quills

3 books: The Deemster by Hall Caine, New York, A.L. Burt, publisher; The First Texas Cook Book:

A thorough Treatise on the Art of Cookery, 1883, Introduction by George Fuermann, Preface by Vira Frederick (reproduction); Prayer Book published in 1874.

Metal candle holder

Environmental monitor

Remote control for air conditioner

On Bell County Parlor table:

3 crochet trim pieces

Crochet needle

Basket

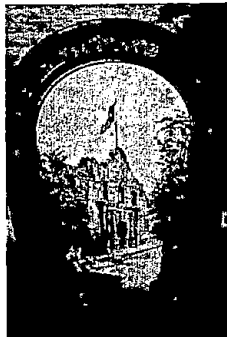
2 wooden knitting needles

Glass oil lamp

Old folding picture frame with old photo



Framed image of the Alamo with domed glass

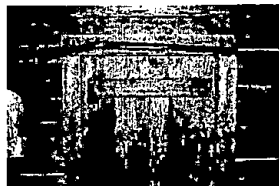


Chair

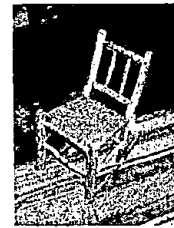
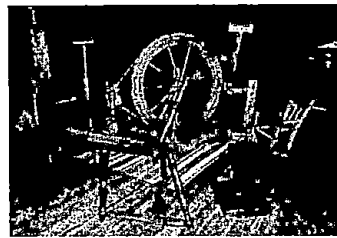
Child's chair



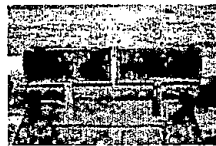
Rifle mounted on horseshoes



Spinning wheel and yarn
Child's rocking chair



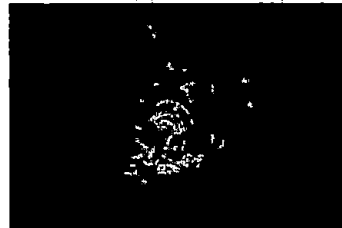
2 wool carding paddles



Spittoon



Cast iron wood-burning stove
3 irons and iron stand sitting on top of the stove
Split wood logs



Bed warmer
Chair with hide seat



Blue enamel pot with lid
On large Rope Bed:
Purple quilt
Buffalo hide
2 pillows

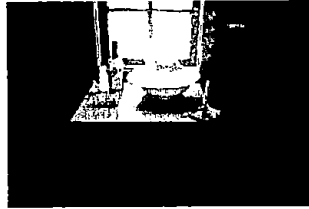


In Dimebox Cradle:

2 pillows
Crochet blanket
Woven blanket

On Wash Stand:

3 glass bottles
Metal candle holder and candle
Pitcher and bowl
Bar of soap



In the Chifferobe:

Shoe box containing a bag of wool and spinning wheel parts: 2 dows, 2 broken spools, 1 spool
3 Flag pole keys and an unused keyring
3 Flag pole crank arms
2 sets of flags, 5'x8'; each set contains one each of the Six Flags of Texas: Spain, France, Mexico, the Republic of Texas, Confederate States, and United States

Box of miscellaneous items:

3 double-handled planers
6 horse bits
Tongs

Wooden press/clamp

3 hooks with short handles, made by a

blacksmith

1 hook with long handle, made by a blacksmith

2 hooks attached to loops

Unknown "star" ended tool

Long-handled pliers, blacksmithing tool

3 chains

2 long polished/varnished boards

1 rough board

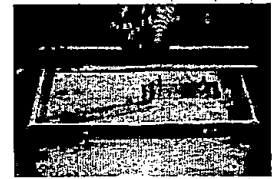
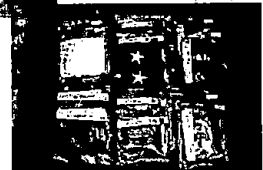
2 parts for the spinning wheel

4 signs

3 photocopies of old documents

Box of Docent guides and scavenger hunt lists

Box of BHP pamphlets



Small parlor table

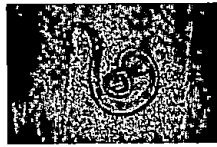
Metal candle holder, on the small parlor table



3 cloth bonnets



Rattlesnake, taxidermied



Quilt on Old Washington Junior bed
Small table beside the Old Washington Junior bed
Glass oil lamp, on the small table
Chair
Fire extinguisher

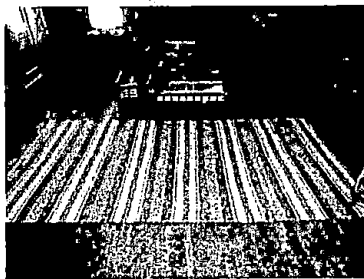


In the Fredericksburg Shipping Chest: 1 pillow and

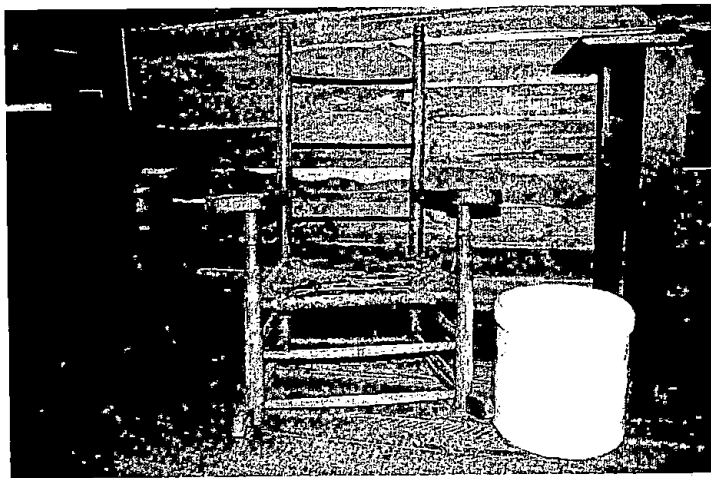


pillowcase

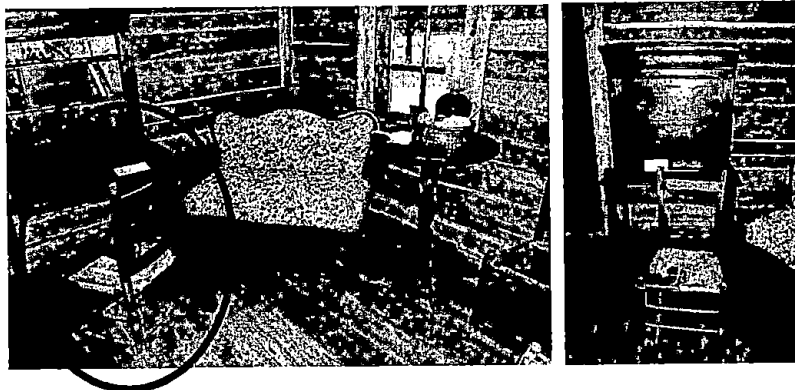
Large woven rug in the center of the room



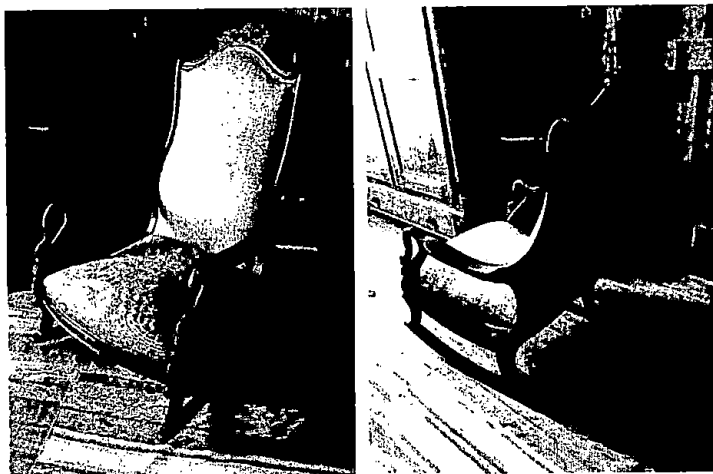
Harvey Mitchell green rocking chair – Betty and Bud Sparks, owners
Located in Cabin 1



Anson Jones Chair – Navasota and Duane Garner, owners
Located in Cabin 2



Steinhagen Chair – Mervin and Annett Peters, owners
Located in Cabin 2





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Approval of evaluation committee for RFP 17-048, Emergency Notification System:

- a. Michele Meade
- b. Jason Ware
- c. Jerry Henry
- d. Dale Kubenka
- e. Cray Crouse
- f. Brian Hilton
- g. Neil Black
- h. Chuck Fleeger
- i. Leslie Lutz
- j. Chris Norton
- k. Jeff Saunders
- l. Duane Strange
- m. Legal (non-voting)
- n. Purchasing (non-voting)
- o. Eric Caldwell (non-voting)

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 04/17/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available

8

**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Approval of evaluation committee for RFP 17-048, Emergency Notification System:

- a. Michele Meade
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- j. Chris Norton
- k. Jeff Saunders
- l. Duane Strange
- m. Legal (non-voting)
- n. Purchasing (non-voting)
- o. Eric Caldwell (non-voting)

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 04/17/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:**File Name**

No Attachments Available

Description**Type****APPROVED**Duane Peters
County Judge

Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Approval of evaluation committee for RFQ 17-273, Professional Services - Engineering Services, Surveyor and Geotechnical Services:

- a. Gary Arnold
- b. Jon Jones
- c. Prarthana Banerji
- d. Sammy Catalena
- e. Legal (non-voting)
- f. Purchasing (non-voting)

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 04/17/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

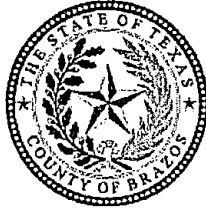
File Name

Description

Type

No Attachments Available

9

**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Approval of evaluation committee for RFQ 17-273, Professional Services - Engineering Services, Surveyor and Geotechnical Services:

- a. Gary Arnold
- b. Jon Jones
- c. Prarthana Banerji
- d. Sammy Catalena
- e. Legal (non-voting)
- f. Purchasing (non-voting)

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 04/17/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:**File Name****Description****Type**

No Attachments Available

APPROVED

4/25/17

Duane Peters
County Judge

Date



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:
DATE OF COURT MEETING: 4/25/2017
ITEM: Award of bid contract # 17-275 Transportation of Deceased and Pauper Cremation Services.
TO: Commissioners Court
FROM: Leslie Contreras
DATE: 04/12/2017
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
Tabulation.xlsx	Tabulation	Backup Material
Submitted Bid - Hillier Funeral Home.pdf	Submitted Bid - Hillier	Backup Material
Cremation Service Agreement - Final.docx	Cremation Services Contract	Backup Material


17-275 Transportation of Deceased and Pauper Cremation Services

Tabulation

May 1, 2017 through April 30, 2019

	Hillier Funeral Home	Callaway Jones Funeral and Cremation Services	Daniel & Sons Funeral Home	Trevino-Smith Funeral Home
Transportation of Deceased to Medical Examiner				
Bexer County Round Trip to ME	\$500.00	No Bid	\$589.51	\$577.00
Travis County Round Trip to ME	\$400.00	No Bid	\$455.82	\$477.00
Cost per mile for ME Office not listed	\$1.50	No Bid	\$3.50	\$1.85
Additional Cost for bodies over 300lbs	\$100.00	No Bid	\$75.00	\$100.00
Disaster Pouch	\$100.00	No Bid	\$100.00	\$100.00
Pauper Cremation Services				
Bexer County Round Trip from ME	\$150.00	\$475.00	No Bid	\$577.00
Travis County Round Trip from ME	\$100.00	\$300.00	No Bid	\$477.00
Cost per mile for ME Office not listed	\$1.50	\$2.85	No Bid	No Bid
Additional Cost for bodies over 300lbs	\$0.00	\$450.00	No Bid	\$100.00
Cost per Cremation	\$300.00	\$600.00	No Bid	\$477.00
Disaster Pouch	\$100.00	\$100.00	No Bid	\$100.00
Notes and Exceptions		Cost provided for bodies over 300lbs is for up to 500lbs for bodies over 500lbs the cost will be 500.00		

Recommended Award: Hillier Funeral Home

Approved by Commissioner's Court on this 25th day of April, 2017 by
 holding the position of Brazos County Judge



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Permission to advertise the following:

- a. Bid # 17-287 Hot Mix Asphalt
- b. Bid # 17-293 Various Aggregate, Cold Mix and other Road Materials

TO: Commissioners Court

FROM: Leslie Contreras

DATE: 04/20/2017

FISCAL IMPACT: False

BUDGETED: False

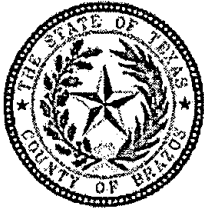
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type



Brazos County Purchasing Department

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

BRAZOS COUNTY BID/RFP/RFQ DOCUMENTATION SHEET

The Purchasing Department would like to request Commissioner's Court approval to advertise and go out for Bid on the following:

DATE: April 20, 2017

BID NUMBER: 17-293

TITLE: Various Aggregate and other Road Materials

REQUESTING DEPARTMENT: Road & Bridge

APPROVAL SIGNATURE: _____

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

Duane Peters, County Judge

DATE APPROVED: _____

4/25/17



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Road and Bridge NUMBER: Duck Haven Ph 9 Final Plat

DATE OF COURT MEETING: 4/25/2017

ITEM: The Final Plat of Duck Haven Subdivision Phase Nine (9); 12.816 Acres, Lots 1-9, Block 10; B. McGregor Survey, Abstract 170; City of College Station ETJ, Brazos County, Texas. Site is located in Precinct 1.

TO: Commissioners Court

FROM: Karen Tyler

DATE: 04/20/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

NOTES/EXCEPTIONS:

- Owner: Duck Haven Development, Ltd
- Engineer/Surveyor: McClure & Browne Engineering/Surveying, Inc.

ATTACHMENTS:

File Name

[Application for Development.pdf](#)
[DH_Ph_9 - Final Plat \(10-11-16\).pdf](#)

Description

Application for Development
Plat

Type

Backup Material
Backup Material

12

**BRAZOS COUNTY
COMMISSIONERS' COURT
ACTION FORM**

DEPARTMENT Road and Bridge

DEPT. NUMBER 56001000

DATE OF COURT MEETING: April 25, 2017


ITEM: Consider and take action on the Final Plat of Duck Haven Subdivision Phase Nine (9);
12.816 Acres, Lots 1-9, Block 10; B. McGregor Survey, Abstract 170; City of College Station ETJ,
Brazos County, Texas. Site is located in Precinct 1.

SOURCE OF FUNDS: N/A


NOTES/REQUIREMENTS:

- Owner: Duck Haven Development, Ltd
- Engineer/Surveyor: McClure & Browne Engineering/Surveying, Inc.


SUBMITTED BY:


R. Alan Munger, P.E.
County Engineer

ACKNOWLEDGED BY:


Commissioner Steve Aldrich
Precinct 1

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


E. Duane Peters, County Judge

4/25/17

Date

Application for Development

Brazos County Subdivision and Development Regulations
 Brazos County Engineering Department
 2617 Hwy 21 West, Bryan, Texas 77803
 (979) 822-2127

Office Use Only.

Master Plan _____ Final Plat ☒ Re-Plat _____ Amending Plat _____

Property Description

Road Location: NORTHWEST OF INTERSECTION OF F.M. 2154 & DRAKE DRIVE

Legal Description: DUCK HAVEN, PHASE 9, BLOCK 10, LOTS 1-9

Subdivision Description

Subdivision Name: DUCK HAVEN - PHASE 9

Total number of lots: 9 Total Acreage: 12.816

Property Owner

Owner name(s): DUCK HAVEN, LTD.

Current mailing address: 3608 EAST 29TH ST., STE. 100, BRYAN, TX 77802

Phone number(s): 979-846-4384

Applicant or Authorized Agent, Engineer or Surveyor

Name and Address: TRAVIS MARTINEK, SAME ADDRESS AS ABOVE

Phone number(s): 979-846-4384

Name and Address: _____

Phone number(s): _____

Application is for

Residential (☒) Mobile Home Park () Commercial ()

Other () _____

Is any of the property located in a Floodplain or Flood Hazard area? NO (yes/no)

Acknowledgment: The flood hazard boundary maps and other flood data used by Brazos County in evaluating flood hazards to proposed developments are considered reasonable and accurate for regulatory purposes and are based on the best available scientific and engineering data. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. Issuance of a Floodplain Permit in accordance with the Brazos County Flood Damage Prevention Ordinance does not imply that development outside the areas of special flood hazard will be free from flooding or flood damage. Issuance of a permit shall not create liability on the part of Brazos County or any officer or employee of Brazos County in the event flooding or flood damage does occur.

Is part or all of the property within an ETJ of a City? YES (yes/no)

Will any construction occur in TxDOT right-of-ways? NO (yes/no)

Application Check List:

Copies of finished plat with corrections (if any):

- ☒ 9 copies to Brazos County
- ☒ One (1) copy to Brazos County Health Dept.
- ☒ One (1) copy to Brazos County 911
- ☒ One (1) copy to local Water District or Company

Letters of approval (to be sent by the approving institution directly to Brazos County Engineering):

- ☐ Letter from Brazos County Health Dept. - For onsite sewage evaluation.
- ☐ Letter from Brazos County 911 - For road names.
- ☐ Letter from Water District or Company. - Stating water availability, etc..

If property is within an ETJ of a city:

- ☐ Approval notification from appropriate city.

Applicant attest that they have signed this application in the capacity designated, if any, and further attests that they have read document and the statement contained herein and any attached are true and factual. All applicants are encouraged to review the County Regulations prior to any plat submittal. It is understood that this application is not finished or dated until all documents listed above are filed at the Brazos County Engineering Office and all applicable blanks are filled in the application above.

Applicant's Signature _____

Date 8/8/16

County Witness _____

Date _____

Engineer/Surveyor Check List for Plat Pre-Approval

- ☒ 1) Property located within a City Extra Territorial Jurisdiction (ETJ), contact with that City is required before plat approval.
- ☒ 2) Drawn on 24" x 36" sheet to scale of 100' per inch or larger. If more than one sheet, an index sheet showing entire subdivision at a scale of 500 feet per inch or larger.
- ☒ 3) Include the words; "MASTER DEVELOPMENT PLAN - NOT FOR RECORD" or "FINAL PLAT" or "RE-PLAT" or "AMENDING PLAT" in letters 1/2" high.
- ☒ 4) Vicinity map which includes enough of surrounding area to show general location of subject property in relation to major roads and any city limits and county boundaries. No scale required but include north arrow.
- ☒ 5) Title Block with the following information:
 - ☒ Name and address of subdivider, recorded owner, planner, engineer and surveyor.
 - ☒ Proposed name of Subdivision. (Subdivision name & street names will be approved through the Brazos County 911.) (Replats need to retain original subdivision name.)
 - ☒ Date of preparation. (Include the date of any revisions on the plat.)
 - ☒ Engineer's scale in feet.
 - ☒ Total area intended to be developed.
 - ☒ Re-plat or Amending Plat, existing lot and block description or Abstract name and number.
- ☒ 6) North Arrow.
- ☒ 7) Location of any current city or county limit lines, if applicable.
- ☒ 8) Subdivision boundary indicated by heavy lines. Boundary must include all of parent tract.
- ☒ 9) Descriptions by metes and bounds of the subdivision which shall close within accepted land surveying standards. (Shown on drawing; not separate description)
- ☒ 10) Primary control points or descriptions and ties to such control points, to which, later, all dimensions, angles, bearings, block numbers, and similar data shall be referred. The plat shall be located with respect to a corner of the survey or tract, or an original corner of the original survey of which it is a part.
- ☒ 11) Name of contiguous subdivisions and names of owners of contiguous parcels of unsubdivided land, and an indication whether or not contiguous properties are platted.
- ☒ 12) Location of the 100 Year Floodplain and Floodway, if applicable, according to the most recent available data.
- ☒ 13) Note the FEMA FIRM Map panel number and revision date on plat.
- ☒ 14) Topographic information, including contours at two foot (2 ft.) intervals, flowline elevation and flow direction.
- ☒ 15) Proposed drainage concept shown on plan, showing flow paths to primary system.

- ☒ 16) Locate and Describe, with accurate dimensions, bearings or deflection angles and radii, area, center angle, degree of curvature, tangent distance and length of all curves; show existing items that are intersecting or contiguous with the boundary of or forming a boundary with the subdivision, as well as, those within the subdivision; for the following:

Existing	Proposed	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Streets: continuous or end in a cul-de-sac, stubbed out streets must end into a temp. turn around unless they are shorter than 100 feet.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Public and private R.O.W. locations, width(s) and names. (All existing and proposed R.O.W.'s sufficient to meet County and City Regulations, if applicable.)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Street offsets and/or intersection angles meet ordinance.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Alleys
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Reserve tracts.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Well site locations.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Pipelines: label company with volume and page.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Utility Services. (water, wastewater, electrical, natural gas, cable, phone, etc.)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Easements.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Drainage Structures and improvements per engineering analysis.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A number or letter to identify each lot or site and each block.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Public areas.
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Other Public improvements, including but not limited to parks, schools and other public facilities.

- ☒ 17) All off-site easements for infrastructure construction must be shown on the final plat with a volume and page listed to indicate where the separate instrument easements were filed. Separate instrument easements must be filed prior or concurrently with final plat.
- ☒ 18) Proposed phasing. The Master Plan and each phase must be able to stand alone to meet ordinance requirements. Infrastructure costs should be separate for each phase of the subdivision.
- ☒ 19) Bring this check list with one copy of plat for pre-approval to meeting; date and time set by County Engineer or Planner. Meeting location set at County Engineering office.

Brazos County Pre-Application For Plat ApprovalDate: 8/8/16Master Plat Final Plat ✓Re-Plat Amending Plat Date & Time assigned for Application and Plat Review with County Engineer or Planner: N/A

Description of Property:

Subdivision Name: DUCK HAVEN - PHASE 9.Property Location: NORTHWEST OF INTERSECTION OF F.M. 2154 & DRAKE DRIVELegal Description: DUCK HAVEN, PHASE 9, BLOCK 10, LOTS 1-9Applicant or Authorized Agent: TRAVIS MARTINEKPhone Number (s): 979-846-4384

This is a notification to Brazos County that a plan for development exists for this noted piece of property. This is not the official Application for Development. This also does not commit the Applicant listed above to file an Application for Development or to file any type of plat for Record.

All properties within the County of Brazos are submitted to the rules and regulations set up by the Brazos County Commissioners Court. Copies of the Brazos County Subdivision and Development Regulations and the Brazos County Flood Damage Prevention Ordinance are available from the Brazos County Engineering and Planning Departments. All applicants are encouraged to review the regulations prior to any plat submittal.

Attached is a general check list to be used by a Registered Engineer or Registered Professional Land Surveyor, licensed by the State of Texas, for the sole purpose of summarizing the needs of a finished plat. All County and City Ordinances and Regulations must be met. This is not a short list of details of said regulations. Details of the items listed are in said ordinances, and said ordinances take precedence over this check list.


Applicants Signature: _____8/8/16
Date of Signature _____Comments: _____



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM:

- a. Esther Ortega - Overpayment \$60.00
- b. Reece Homes LLC - Overpayment \$135.28
- c. Quinn Charles, Jr. - Overpayment \$196.20
- d. Corelogic Tax Service - Payment in Error \$3,165.94

TO: Commissioners Court

DATE: 04/19/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[Tax Refund Applications 4-25-17.pdf](#)

Description

Tax Refund Applications

Type

Cover Memo

APPLICATION FOR TAX REFUND


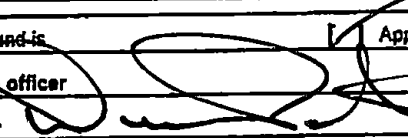
Collecting Office Name Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		Collecting tax for: (taxing units) Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
Phone Number 979-775-9930					
To apply for a tax refund, the taxpayer must complete the following:					
Step 1: Owner's name and address	ESTHER ORTEGA				
	405 TATUM ST				
	BRYAN TX 77803-1352				
Step 2: Describe the property	Legal: SHERWOOD HEIGHTS PH 2 BLOCK 4 LOT 2				
	Address: 12521 ROBIN DR				
	Acct# 41244				
Step 3: Give the tax payment information	Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested
	Zrefund	2016	3/23/2017	\$60.00	\$60.00
	Taxpayer's reason for refund: OP-Overpayment				
	Refund to: ESTHER ORTEGA 405 TATUM ST BRYAN TX 77803-1352				
Step 4: Sign the form and return	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."				
	sign here > <i>Esther Ortega</i>			date > 4-12-17	
	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.				
Step 5: Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
	Authorized officer <i>[Signature]</i>				
	sign here >			date > 4/25/17	
	Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code				
	sign here >			date >	

Collecting Office Name Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		Collecting tax for: (taxing units) Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
		Phone Number 979-775-9930			
To apply for a tax refund, the taxpayer must complete the following:					
Step 1:	Reece Homes LLC				
Owner's name and address	3900 State Highway 6 South				
	College Station, Texas 77845				
Step 2:					
Describe the property	Legal Creek Meadows Sec 7 Ph 2 Block 1, Lot 9 A				
	Address 15619 Long Creek Ln				
	Acct.#	396328			
Step 3: Give the tax payment information	Name of Taxing unit	Tax Year	Date of	Amount	Refund amt
		of refund	Payment	Paid	Requested
	Zrefund	2016	3/23/2017	\$135.28	\$135.28
	Taxpayer's reason for refund: OP-Overpayment				
	Refund to: Reece Homes LLC				
	3900 State Highway 6 South				
College Station, Texas 77845					
Step 4: Sign the form and return	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."				
	sign here >			date > 3/29/17	
	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.				
Step 5: Tax refund determination	This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved				
	Authorized officer				
	sign here >			date > 4/25/17	
	Authorized officer of taxing unit for refund applications over amount required under				
	Section 31.11 Tax Code				
	sign here >			date >	

APPLICATION FOR TAX REFUND

Collecting Office Name Brazos County Tax Office 4151 County Park Court Bryan Texas 77802	Phone Number 979-775-9930	Collecting tax for: (taxing units) Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten
---	--	--

To apply for a tax refund, the taxpayer must complete the following:

Step 1: Owner's name and address	QUINN CHARLES JR 3031 MEADOR LN CONROE, TX 77303-2367															
Step 2: Describe the property	Legal MARRS-QUINN 1RE 31250811-000 ENERVEST OPERA/VAVASOTA RIVER (CRETAC AB 39 /MILLCAN-A.SUR .0005630000R Address Acct.# 354195 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>2016</td> <td>3/31/2017</td> <td>\$201.19</td> <td>\$196.20</td> </tr> <tr> <td colspan="4" style="text-align: right;">TOTAL</td> <td>\$196.20</td> </tr> </tbody> </table> <p> Taxpayer's reason for refund: OP Refund to: QUINN CHARLES JR 3031 MEADOR LN CONROE, TX 77303-2367 </p>	Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested	Zrefund	2016	3/31/2017	\$201.19	\$196.20	TOTAL				\$196.20
Name of Taxing unit	Tax Year of refund	Date of Payment	Amount Paid	Refund amt Requested												
Zrefund	2016	3/31/2017	\$201.19	\$196.20												
TOTAL				\$196.20												
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 >  date > 11 APR 2017 </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	<p> This tax refund is <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved </p> <p> Authorized officer  date > 4/25/17 </p> <p> Authorized officer of taxing unit for refund applications over amount required under Section 31.11 Tax Code </p> <p> sign here > date > </p>															

APPLICATION FOR TAX REFUND

Collecting Office Name Brazos County Tax Office 4151 County Park Court Bryan Texas 77802		Collecting tax for: (taxing units) Brazos County, City of Bryan, City of College Station Bryan ISD, College Station ISD, F1, F2, F3, F4, City of Kurten			
Phone Number 979-775-9930					
To apply for a tax refund, the taxpayer must complete the following:					
Step 1: Owner's name and address	RONALD & BRENDA DOLD				
	112 WALCOURT LOOP				
	COLLEGE STATION TX 77845-4055				
Step 2: Describe the property	Legal BRENTWOOD PH 5 BLOCK 3 LOT 12				
	Address 503 LANSING CT				
	Acct.#	19058			
Step 3: Give the tax payment information	<u>Name of Taxing unit</u>	<u>Tax Year</u>	<u>Date of</u>	<u>Amount</u>	<u>Refund amt</u>
		<u>of refund</u>	<u>Payment</u>	<u>Paid</u>	<u>Requested</u>
	Zrefund	2016	12/15/2016	\$3,165.94	\$3,165.94
	Taxpayer's reason for refund:		Payment in Error		
	Refund to CORELOGIC TAX SERVICE				
PO BOX 961230					
FT WORTH TX 76161-0230					
Step 4: Sign the form and return	"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."				
	sign here > (SEE ATTACHED)			date >	
	If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.				
Step 5: Tax refund determination	This tax refund is		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved
	Authorized officer				
	sign here >			date > 4/25/17	
	Authorized officer of taxing unit for refund applications over amount required under				
	Section 31.11 Tax Code				
sign here >			date >		

CoreLogic Tax Services, LLC

January 18, 2017

Brazos County
4151 County Park Ct
Bryan, TX 77802

Re: File Number: Seq# 34983
Situation Address: 503 Lunsing Ct, College Station, TX 77840
Property ID Number: R19058
Tax Year/Installment: 2016 / 1
Amount Disbursed: \$3,165.94

Dear Tax Collector:

CoreLogic Tax Services, LLC has discovered that a payment has been made in error in the amount of \$3,165.94. CoreLogic records indicate the parcel should not have been paid. The payment made incorrectly is on the above property.

Please research your records as we are seeking reimbursement of these payments. Please make your check payable to CoreLogic (if applicable) and reference client sequence number 34983. If a refund has already been issued, please provide the check number and any information that will assist us to recover the funds. Please send all necessary documentation or checks to CoreLogic, P.O. Box 961230, Ft Worth, TX 76161-0230

We sincerely apologize for this error and thank you for your prompt attention. If you have any questions, please feel free to contact us toll-free at 1-877-442-2797 referencing the file number listed above. Our normal business hours are Monday through Friday, 8:00 a.m. to 4:00 p.m. Central Standard Time.

Sincerely,

CoreLogic Tax Services, LLC
Email Address: Fada_recoveries@corelogic.com
P.O. Box 961230, Fort Worth, TX 76161-0230

Philip Holden





**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Budget Office NUMBER:
DATE OF COURT MEETING: 4/25/2017
ITEM: Budget Amendments FY 16/17 30.1 - 30.7
TO: Commissioners Court
FROM: Irene Jett
DATE: 04/20/2017
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00
SOURCE OF FUNDS: Individual budget amendments specifies sources.
ACTION REQUESTED OR ALTERNATIVES: Request approval.

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
30_Coversheet.pdf	30 Coversheet	Cover Memo
30.1.pdf	30.1 R & B	Backup Material
30.2.pdf	30.2 MPO	Backup Material
30.3.pdf	30.3 Tax Office	Backup Material
30.4.pdf	30.4 Juvenile	Backup Material
30.5.pdf	30.5 Juvenile	Backup Material
30.6.pdf	30.6 Fleet Shop	Backup Material
30.7.pdf	30.7 Facilities Svc	Backup Material

BRAZOS COUNTY, TEXAS**BUDGET AMENDMENT(S) FOR THE 2016-2017 BUDGET YEAR****NO. 16/17 30.1 – 30.7**

On this the 25th day of April 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

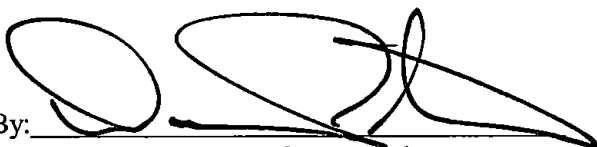
The following proceedings were held:

THAT WHEREAS, on 25th day of April 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 25th day of April 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 - 30.1
4/25/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
General Permanent Improv Fund	General Permanent Improv. Fund	Capital Projects	Capital Outlay			97.98
General Permanent Improv Fund			Other Financing Sources		97.98	
General Fund			Other Financing Sources		97.98	
General Fund	R & B		Minor Acquisitions		97.98	
General Permanent Improvement Fund and R & B						

Reallocation of funds to the appropriate accounts for a wiring harness for the lights that go on top the Truck Tractor for R&B.

Date: nnm
4/19/2017

Department Approval Date:

 County Judge Approval Date: 4/25/17

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
4500	63000500	80289000	CR	Equipment - R&B		97.98
4500		91300000	DR	Transfer to General Fund	97.98	
0100		49015000	CR	Transfer from Cap. Imp. Fund	97.98	
0100	56001000	67890000	DR	Vehicle Equipment	97.98	

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.2
4/25/2017

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
Grant Fund			Intergovernmental		60,000.00	
Grant Fund	MPO	Statewide Pan & Research	Professional Services		60,000.00	
MPO						

To recognize revenue for the TXDOT - Statewide Plan and Research Grant - expenditures to be incurred for Engineering Consulting for FY 17, deadline to expend funds, 8/31/2017.

Date: 4/19/2017 nnm

Department Approval _____ Date _____

County Judge Approval _____ Date _____

[illegible]

**BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT**

REQUESTING DEPARTMENT: MPO

DIVISION NUMBER: 424300

FUND NUMBER: 3000

PLEASE AMEND THE FOLLOWING:

REVENUES

ACCOUNT NUMBER
48047010

ACCOUNT DESCRIPTION
TXDOT-SW Plan & Research

**DOLLAR
AMOUNT**

\$60,000.00

TOTAL (A)

\$60,000.00

EXPENSES

ACCOUNT NUMBER
72320000

ACCOUNT DESCRIPTION
Engineering Consulting

\$60,000.00

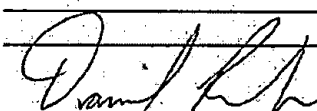
TOTAL (B)

\$60,000.00

Total (A) should equal Total (B)

Explanation: _____ To reclassify budget to proper accounts.

To recognize revenue for the TXDOT - Statewide Plan and Research Grant - expenditures to
be incurred for Engineering Consulting for FY 17.

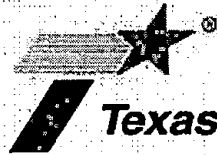


ELECTED OFFICIAL OR DEPARTMENT HEAD
SIGNATURE

4/18/2017
DATE

Certified by Auditors Office

Date



Texas Department of Transportation

125 EAST 11TH STREET, AUSTIN, TEXAS 78701-2483 | 512.463.8588 | WWW.TXDOT.GOV

April 12, 2017

FY 2017 – SPR
Notice to Proceed

Mr. Daniel Rudge
Executive Director
Bryan/College Station Metropolitan Planning Organization
3833 South Texas Avenue
Suite 290
Bryan, Texas 77802

Dear Mr. Rudge:

This letter serves as the Bryan/College Station Metropolitan Planning Organization's (BCSMPO) Notice to Proceed, effective March 1, 2017, for supplemental funding for Fiscal Year (FY) 2017.

BCSMPO has been awarded a total of \$60,000 in supplemental funding for FY 2017. The source of supplemental funding is State Planning and Research (SPR) funds. The deadline for BCSMPO to expend these funds is August 31, 2017. Please note that charges incurred prior to the issuance of this Notice to Proceed are not reimbursable.

Should you have any questions or concerns, please contact me at (512) 486-5023.

Sincerely,

Leanna Sheppard
MPO Coordinator, Transportation Planning and Programming Division

cc: Chad Bohne, P.E., Bryan District, TxDOT
Peggy Thurin, P.E., Transportation Planning and Programming Division, TxDOT
Karrie Boedeker, Transportation Planning and Programming Division, TxDOT

OUR VALUES: People • Accountability • Trust • Honesty

OUR MISSION: Through collaboration and leadership, we deliver a safe, reliable, and integrated transportation system that enables the movement of people and goods.

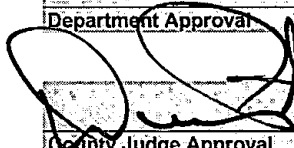
An Equal Opportunity Employer

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.3
4/25/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
General Permanent Improv Fund	General Permanent Improv. Fund	Capital Projects	Capital Outlay			9,000.00
General Permanent Improv Fund			Other Financing Sources		9,000.00	
General Fund			Other Financing Sources		9,000.00	
General Fund	Tax Office		Repairs and Maint.		9,000.00	
General Permanent Improvement Fund and Tax Office						

Reallocation of funds to the appropriate accounts to fix the entrance way to the Tax Office.

Date: nnm
4/19/2017

Department Approval Date

 County Judge Approval Date
4/25/17

For Accounting Purposes Only							
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease	
4500	63000500	80612000	CR	Parking Lot - Tax Office		9,000.00	
4500		91300000	DR	Transfer to General Fund	9,000.00		
0100		49015000	CR	Transfer from Cap. Imp. Fund	9,000.00		
0100	13000100	65050000	DR	Building Maint.	9,000.00		

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.4
4/25/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
General Fund	Commissioners Court	Non-Departmental	Repairs and Maint.		10,665.26
General Fund	Juvenile Services	Juvenile Srv - Detention	Departmental Support	2,457.00	
General Fund	Juvenile Services	Juvenile Srv - Detention	Minor Acquisitions	8,208.26	
Commissioners Court and Juvenile Services - Detention					

Reallocation of funds to the appropriate accounts to purchase additional security cameras and supporting software for the Juvenile Detention Center.

Date: 4/19/2017

Department Approval

Date: _____

County Judge Approval

Date _____

[illegible]

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.5
4/25/2017

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase .	Decrease
Grant Fund	Juvenile Services	TJJD-SA-Pre & Post Adj.	Minor Acquisitions		945.00
Grant Fund	Juvenile Services	TJJD-SA-Pre & Post Adj.	Departmental Support	945.00	
TJJD - SA Pre & Post Adjudication					

Reallocation of funds to the appropriate accounts to purchase additional security cameras and supporting software for the Juvenile Detention Center.

Date: 4/19/2017

Department Approval _____ Date _____

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

[illegible]

**BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT**

REQUESTING DEPARTMENT:

JUVENILE
Division

Description

PLEASE ADJUST THE FOLLOWING:

		DOLLAR AMOUNT
TO		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	
<u>60211000</u>	<u>SOFTWARE</u>	\$ <u>945.00</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL (A)		\$ <u>945.00</u>
FROM		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	
<u>67285000</u>	<u>SURVEILLANCE & SECURITY</u>	\$ <u>945.00</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL (B)		\$ <u>945.00</u>

Total (A) should equal Total (B)

Explanation: _____ To reclassify budget to proper accounts.

PROJECT GDET N17A

Don Vance
ELECTED OFFICIAL OR DEPARTMENT
HEAD SIGNATURE


4-18-2017
DATE

BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.6
4/25/2017

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION	Increase	Decrease
Grant Fund	Fleet Shop - Light Equipment		Repairs & Maint		1,679.00
Grant Fund	Fleet Shop - Light Equipment		Minor Acquisition	879.00	
Grant Fund	Fleet Shop - Light Equipment		Contractual Services	800.00	
Fleet Shop - Light Equipment					

Reallocation of funds to the appropriate accounts to update the diagnostic system that will be a web based application, which will require new hardware.

Date: nnm
4/19/2017

Department Approval	Date
	4/25/17
County Judge Approval	Date

For Accounting Purposes Only						
FUND	DIV	ACCT	DR/CR	ACCOUNT NAME	Increase	Decrease
0100	11100000	65550000	CR	Radio Maint.		1,679.00
0100	11100000	67281000	DR	Equipment - Electronic	879.00	
0100	11100000	71020000	DR	Computer Contracts	800.00	

**BRAZOS COUNTY, TEXAS
REQUEST FOR BUDGET AMENDMENT**

REQUESTING DEPARTMENT: 11100000 - Fleet Services

Division

Description

PLEASE ADJUST THE FOLLOWING:


TO		DOLLAR AMOUNT
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	
<u>67281000</u>	<u>Electronic Equip.</u>	\$ <u>\$879.00</u>
<u>71020000</u>	<u>Computer Contracts</u>	\$ <u>\$800.00</u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
TOTAL (A)		\$ <u>\$1,679.00</u>

FROM		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	
<u>65550000</u>	<u>Radio Maintenance</u>	\$ <u>\$1,679.00</u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
<u> </u>	<u> </u>	\$ <u> </u>
TOTAL (B)		\$ <u>\$1,679.00</u>

Total (A) should equal Total (B)

Explanation: _____ To reclassify budget to proper accounts.

The diagnostic system that Fleet uses is updating
to a web based application that requires
new hardware. We were unaware of this
change until January of this year.


ELECTED OFFICIAL OR DEPARTMENT
HEAD SIGNATURE

4.19.17
DATE

**BRAZOS COUNTY, TEXAS
BUDGET AMENDMENTS
No. 16/17 - 30.7
4/25/2017**

FUND	DEPARTMENT	DIVISION	CATEGORY DESCRIPTION		Increase	Decrease
General Fund	Facilities Services		Repairs & Main.			47,163.00
General Fund	Facilities Services		Contractual Services		47,163.00	
Commissioners Court and Facilities Services						

Reallocation of funds to the appropriate accounts to purchase partitions for the Brazos Center.

Date: 3/29/2017

Date _____

Date: _____

[illegible]



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Human Resources NUMBER:
DATE OF COURT MEETING: 4/25/2017
ITEM: Personnel Action Forms
TO: Commissioners Court
DATE: 04/20/2017
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

[PAF_04-25-17.doc](#)

Description

Cover Sheet

Type

Cover Memo

15

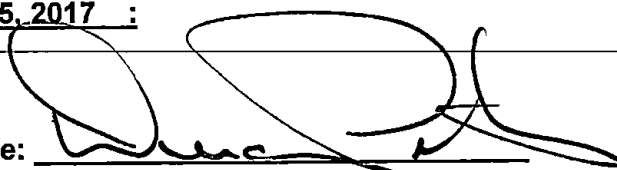
**PERSONNEL
CHANGE OF STATUS REQUESTS**

Commissioner Court Date: April 25, 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
Exposition Complex	Hester, Alexis	Separation
Heavy Fleet	Jacobs, Richard	Separation
Justice of the Peace, Pct. 2	DeAtley, D'Anna Ramirez, Rebecca Vela, Elizabeth	Change of Status Separation Employment
Juvenile Services – Detention	Thurman, Barbara	Employment
Road & Bridge	Moehlman, Marshall Ocampo, Rene	Change of Status Change of Status
Sheriff's Office – Medical	Rosiu-Barker, Alicia	Employment
Tax Office	Fajardo, Carmen	Separation

Approved in Commissioners' Court: April 25, 2017 :

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





BRAZOS COUNTY
BRYAN, TEXAS

CLAIMS

COMMISSIONERS COURT MEETING: **April 25, 2017**

CLAIM TO BE PAID BY BRAZOS COUNTY:

CLAIM # **7154921** *Thru* CLAIM # **7155054**

The Court voted unanimously to approve these Claims as submitted.

Duane Peters
County Judge

Karen McQueen
County Clerk



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: NUMBER:
DATE OF COURT MEETING: 4/25/2017
ITEM: Acknowledgement of Bryan-College Station Chamber of Commerce Independent Auditors' Report and Financial Statements for years ending September 30, 2016.
TO: Commissioners Court
DATE: 04/20/2017
FISCAL IMPACT: False
BUDGETED: False
DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

<u>File Name</u>	<u>Description</u>	<u>Type</u>
2016 Auditors Report and Financial Statements.pdf	Report	Cover Memo

BRYAN-COLLEGE STATION CHAMBER OF COMMERCE

INDEPENDENT AUDITOR'S REPORT

AND

FINANCIAL STATEMENTS

SEPTEMBER 30, 2016

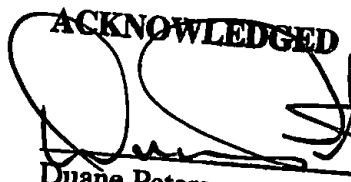
ACKNOWLEDGED

Duane Peters
County Judge
4/25/17
Date

TABLE OF CONTENTS

	<u>Page No.</u>
Independent Auditor's Report	1 - 2
Statement of Assets, Liabilities and Net Assets--Modified Cash Basis	3
Statement of Revenues, Expenses and Change in Net Assets-- Modified Cash Basis	4
Statement of Functional Expenses--Modified Cash Basis	5
Statement of Cash Flows--Modified Cash Basis	6
Notes to Financial Statements	7 - 9



THOMPSON, DERRIG & CRAIG, P.C.
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Bryan-College Station Chamber of Commerce

We have audited the accompanying financial statements of Bryan-College Station Chamber of Commerce (the Chamber) (a nonprofit organization), which comprise the statement of assets, liabilities and net assets—modified cash basis as of September 30, 2016, and the related statements of revenues, expenses and changes in net assets—modified cash basis, functional expenses—modified cash basis, and cash flows—modified cash basis, for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

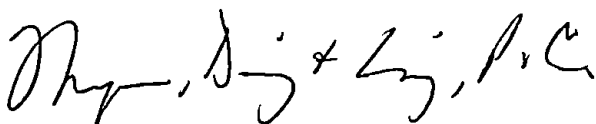
Woody Thompson, CPA/CFP | Ronnie Craig, CPA | Dillard Leverkus, CPA | Lyn Kuciemba, CPA | James Larkin, CPA
Peggy Adcock, CPA | Sandy Beavers, CPA | Aline Briars, CPA | Priscilla Bukler, CPA | Gay Vick Craig, CPA | Kay Dobbins, CPA | Harrison Fox, CPA
Emily Hogan, CPA | Logan Kendrick, CPA | Alice Monroe, CPA | Esther Parra, CPA | A.J. Taylor, CPA | Marian Rose Varisco, CPA

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Bryan-College Station Chamber of Commerce as of September 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with the modified cash basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.



THOMPSON, DERRIG & CRAIG, PC

February 2, 2017

**BRYAN-COLLEGE STATION CHAMBER OF COMMERCE
STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS--
MODIFIED CASH BASIS
SEPTEMBER 30, 2016**

ASSETS

Current assets:

Cash and cash equivalents	\$ 402,413
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Fixed assets:

Leasehold improvements	255,820
Office furniture and equipment	138,252
Vehicles	32,560
Accumulated depreciation	(322,063)
	<u>104,569</u>

TOTAL ASSETS	<u><u>\$ 506,982</u></u>
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LIABILITIES AND NET ASSETS

Current liabilities:

Advance deposits	\$ 53,425
Payroll taxes payable	<u>5,740</u>
Total current liabilities	<u>59,165</u>

Net assets:

Unrestricted	<u>447,817</u>
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TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 506,982</u></u>
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See independent auditor's report and notes to the financial statements.

**BRYAN-COLLEGE STATION CHAMBER OF COMMERCE
STATEMENT OF REVENUES, EXPENSES AND
CHANGES IN NET ASSETS--MODIFIED CASH BASIS
FOR THE YEAR ENDED SEPTEMBER 30, 2016**

	<u>Unrestricted</u>
REVENUE AND OTHER SUPPORT:	
Membership Dues	\$ 532,262
Leadership division receipts	51,265
Programs and events	477,326
Membership directory	972
Advertising	36,010
Rental income	4,200
Interest and other income	<u>6,076</u>
Total revenue and other support	1,108,111
Expenses:	
Program services	728,170
Management and general	229,948
Fundraising	<u>17,352</u>
Total expenses	<u>975,470</u>
Change in net assets	132,641
Net assets at beginning of year (restated)	<u>315,176</u>
Net assets at end of year	<u><u>\$ 447,817</u></u>

See independent auditor's report and notes to the financial statements.

BRYAN-COLLEGE STATION CHAMBER OF COMMERCE
STATEMENT OF FUNCTIONAL EXPENSES--
CHANGES IN NET ASSETS--MODIFIED CASH BASIS
FOR THE YEAR ENDED SEPTEMBER 30, 2016

	<u>Program</u>	<u>Support</u>	<u>Fundraising</u>	<u>Total</u>
Bank charges	\$ -	\$ 7,105	\$ -	\$ 7,105
Board expenses	-	1,073	-	1,073
Depreciation	8,036	2,679	-	10,715
Events and programs	156,522	1,897	-	158,419
Fundraising events	-	-	17,352	17,352
Insurance	576	5,999	-	6,575
Membership activities	44,337	-	-	44,337
Membership directory costs	7,457	-	-	7,457
Mileage	2,078	693	-	2,771
Miscellaneous	-	7,362	-	7,362
Office expense	9,893	3,298	-	13,191
Professional fees	-	16,259	-	16,259
Rent	51,546	18,202	-	69,748
Repairs and maintenance	8,344	2,781	-	11,125
Salaries and related costs	419,459	155,959	-	575,418
Technology	7,580	2,527	-	10,107
Utilities	12,342	4,114	-	16,456
Vehicle expense				
	<u>\$ 728,170</u>	<u>\$ 229,948</u>	<u>\$ 17,352</u>	<u>\$ 975,470</u>

See independent auditor's report and notes to the financial statements.

**BRYAN-COLLEGE STATION CHAMBER OF COMMERCE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED SEPTEMBER 30, 2016**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets	\$ 132,641
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	10,715
Changes in operating assets and liabilities:	
Advance deposits	6,509
Payroll taxes payable	<u>5,001</u>
Net cash provided by operating activities	<u>154,866</u>
 NET CHANGE IN CASH AND CASH EQUIVALENTS	 154,866
 BEGINNING CASH AND CASH EQUIVALENTS (RESTATED)	 <u>247,547</u>
 ENDING CASH AND CASH EQUIVALENTS	 <u><u>\$ 402,413</u></u>

See independent auditor's report and notes to the financial statements.

BRYAN COLLEGE STATION-CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

Note 1 – Summary of Significant Accounting Policies

The Bryan-College Station Chamber of Commerce (the Chamber) has functioned continuously under a variety of names since 1918, and was incorporated in 1950. The Chamber's purpose is to unite business, civic, academia and government leaders with leadership driven programs and special events. The Chamber is the only Chamber whose purpose is to promote local businesses. It serves as the voice of the business community to local, county, state and nationally elected-officials. The Chamber is funded primarily through membership dues from local businesses and its programs and events, and is governed by a group of its members who volunteer their time.

Financial Statement Presentation

The Chamber is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted. At September 30, 2016, the Chamber had no restricted net assets.

Basis of Accounting

The Chamber's financial statements are prepared on the modified cash basis of accounting which is a basis of accounting other than generally accepted accounting principles. Under the modified cash basis of accounting, income is recognized when it is received and expenses are recognized when they are paid. In addition, under the modified cash basis of accounting, long-term assets and long-term liabilities are recorded (fixed assets and notes payable). The Chamber has also chosen to record advance deposits and payroll liabilities as current liabilities.

Fixed Assets and Depreciation

The Chamber capitalizes, at cost, all expenditures for fixed assets in excess of \$1,000. Assets are depreciated using the straight-line method over their estimated useful lives. The cost of maintenance and repairs is charged to expense as paid; significant renewals and betterments are capitalized. Depreciation expense for the year ended September 30, 2016 was \$10,715.

Cash and Cash Equivalents

For purposes of the statement of cash flows, the Chamber considers all unrestricted highly liquid investments with an initial maturity of twelve months or less to be cash equivalents.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Actual results could differ from those estimates.

See independent auditor's report.

BRYAN COLLEGE STATION-CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

Note 1 – Summary of Significant Accounting Policies (Continued)

Fair Value of Financial Instruments

The carrying amounts of cash equivalents and current liabilities approximate fair value because of the short maturity of those instruments.

Advance Deposits

The Chamber records as a liability membership dues and event deposits received in advance. These amounts will be recognized as revenue in the year they are earned.

Note 2 – Tax Status

The Chamber is a tax-exempt non-profit Chamber under Internal Revenue Code 501(c)(6). However, the Chamber is subject to unrelated business income tax on its advertising income generated from the membership directory and other materials. For the year ended September 30, 2016, the Chamber had no tax liability on its unrelated business income tax return.

Note 3 – Related Party Transactions

The Chamber has a related entity, the Bryan-College Station Chamber of Commerce Foundation (a 501(c)(3)), which was created to provide support for the Chamber. There were no transactions between the two Chambers during the year ended September 30, 2016.

During the year ended September 30, 2016, the Chamber paid Brewer, Eyeington, Patout & Co, LLP for accounting services totaling \$7,325. The firm's senior partner is the father of the new president and CEO of the Chamber.

Note 4 – Compensated Absences

Full-time employees accrue vacation and sick leave. Unused vacation may be reimbursed upon termination of employment. Unused sick leave is not reimbursed.

Note 5 – Pension Plan

The Chamber has a defined contribution pension plan for its employees. Generally, all full-time employees are participants after one year of service. The employer contribution rate is 8% of total compensation, split between discretionary profit sharing (5%) and required safe harbor (3%). Vesting occurs over a graduated six-year period. Total employer contributions for the year ended September 30, 2016 was \$20,609.

See independent auditor's report.

BRYAN COLLEGE STATION-CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
SEPTEMBER 30, 2016

Note 6 – Leases

The Chamber rents a postage machine under an operating lease requiring quarterly payments of \$516 and expiring in 2019. Rent paid during the year ended September 30, 2016 was \$2,064. The Chamber also rents office space under a lease agreement requiring base rental of \$4,014 per month plus common area fees of \$1,541; this lease expires in 2017. Office rent paid during the year ended September 30, 2016 was \$66,665. Future rent payments due under these leases are as follows:

2017	\$	68,729
2018		2,064
2019		516

Note 7 – Restatement

During the year ended September 30, 2016, management became aware of an error in recording expenses that necessitated restatement of the prior period financials as described below:

	Net assets	Cash
Prior year balance, as originally stated	\$ 312,618	\$ 244,989
Back dated checks (net)	2,558	2,558
Prior year balance, as restated	<u>\$ 315,176</u>	<u>\$ 247,547</u>

Note 8 – Cash in Excess of FDIC Limits

The Chamber maintains cash in a local bank. The balance at times exceeds the \$250,000 insured limit of the Federal Deposit Insurance Corporation. The Chamber has experienced no losses in such accounts and believes it is not exposed to any significant credit risk on cash.

Note 9 – Subsequent Events

The Chamber has evaluated subsequent events through February 2, 2017, which is the date the financial statements were available to be issued.

See independent auditor's report.



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT:

NUMBER:

DATE OF COURT MEETING: 4/25/2017

ITEM: Acknowledgement of the acceptance from the Brazos Talent Initiative Committee of the Research Valley Partnership of a petition for Brazos County to establish a junior college district in accordance with Section 130 of the Education Code.

TO: Commissioners Court

DATE: 04/20/2017

FISCAL IMPACT: False

BUDGETED: False

DOLLAR AMOUNT: \$0.00

ATTACHMENTS:

File Name

Description

Type

No Attachments Available