



POSTED
8:15 A.M. _____ P.M.
SEP 22 2023
GWINDA JONES, COUNTY CLERK
ERATH COUNTY, TEXAS
By _____ *CW* Deputy

September 22 2023

NOTICE OF COMMISSIONER'S COURT MEETING

Notice is hereby given that the Erath County Commissioner's Court will meet in regular session on Monday, September 25th, 2023 at 9:00 a.m. in the 2nd floor Commissioner's Courtroom at the Erath County Courthouse, Stephenville, Texas to consider the following agenda items for discussion and possible action:

- 1) Pledge of Allegiance
- 2) Invocation
- 3) Public Comments
- 4) Public Hearing for proposed speed limit on County Road 401.
- 5) Discussion and action to approve reduced speed limit on County Road 401.
- 6) Discussion and action to approve Consent Agenda:
 - a. Monthly/Quarterly Departmental reports
- 7) Discussion and action to approve partnership with the City of Stephenville on downtown holiday lighting/decoration at a cost of \$5,000.00.
- 8) Open sealed bids for Justice Center Technology Upgrades.
- 9) Discussion and action to award bid for Justice Center Technology Upgrades.
- 10) Open sealed bids for Donald R. Jones Justice Center Remodel- Indoor and Outdoor.
- 11) Discussion and action to award bid for Donald R. Jones Justice Center Remodel- Indoor and Outdoor.
- 12) Discussion and action to allow PCT 1 to repair drainage ditch on County Road 185. (Dee Stephens)
- 13) Discussion and action to deem surplus three, 250-gallon tanks from Erath County Jail and donate to Lingleville FFA. (Dee Stephens)
- 14) Discussion and action to award bid for the new annex landscaping.
- 15) Discussion and action to allow PCT4 to clean up on County Road 433. (Jim Buck)
- 16) Discussion and action to proceed with the SAVNS grant for the budget year 2024.
- 17) Discussion and action to approve equipment lease with Kirbos Office Systems for the Erath County Jail.
- 18) Discussion and action to approve job description for Administrative Assistance. (Becky Keith)

- 19) Discussion and action to approve job description for Human Resources Clerk. (Becky Keith)
- 20) Discussion and action to approve job description for Chief of Staff. (Becky Keith)
- 21) Discussion and action to approve County Holidays for 2024.
- 22) Discussion and action to designate court dates for Commissioners Court for year 2024.
- 23) Discussion and action to approve line item transfers.
- 24) Discussion and action to approve a professional services contract with L3 Harris Technology. (Chris Brooks)
- 25) Discussion and action to approve invoices presented for regular and recurring payment as presented by the County Auditor and issue order to the County Treasurer to disburse the funds. (K. Reeves)
- 26) Discussion and action on Burn Ban. (Fire Marshal)
- 27) Closed Executive Session in Accordance with the Open Meeting Act, *Tex. Govt. Code 551.071 through 551.086*, to discuss:
 - a. Personnel
 - b. Legal Matter
 - c. Real Estate
 - d. Reconvene
- 28) Discuss any new business.
- 29) Employee Handbook Workshop
- 30) Adjourn.



County Judge
Erath County, Texas



For Public Comments:

A Public Participation Form must be presented to the County Clerk prior to the time that the agenda item (or items) you wish to address are discussed before the Court. Speakers will be limited to 3 minutes and only 6 speakers will be allowed to speak on any given agenda item. Members of the public are reminded that the Erath County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Erath County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency Meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court.

Erath County Reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), subsection 551.071(2) (Consultation with Attorney on legal matters that are not related to litigation), §551.072 (Deliberations regarding Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Personnel or Devices), §551.087 (Economic Development), §551.088 (Deliberation regarding Test Item), and 551.089 (Deliberation regarding Security Devices or Security Audits).

POSTED
8:15 A.M. _____ P.M.

SEP 22 2023

GWINDA JONES, COUNTY CLERK
ERATH COUNTY, TEXAS

By CW Deputy

Commissioner's Court
Regular Meeting
September 25, 2023
9:00 a.m.
Courthouse – County Courtroom

Present:

Commissioner Precinct #1 – Dee Stephens - Present

Commissioner Precinct #2 – Albert Ray - Present

Commissioner Precinct #3 – Joe Brown - Present

Commissioner Precinct #4 – Jim Buck - Present

County Judge, Brandon Huckabee

County Clerk, Gwinda Jones

Others present in the courtroom: See attached roster

Agenda Item #1 Pledge of Allegiance

Agenda Item #2 Invocation

Agenda Item #3 Public Comments

- Dave Washam – Republican Party Chair will be in the courthouse to take applications for upcoming 2024 Primary Election. Dates and times will be posted

Agenda Item #4 Public Hearing for proposed speed limit on County Road 401

- Open Public Hearing for proposed speed limit
Therion Hoppe spoke for reducing the speed limit to 30 mph
No one spoke against
- Open meeting closed.

Agenda Item #5 Discussion and action to approve reduced speed limit on County Road 401.

Number 2023-283

Motion: To approve the petition to lower the speed limit to 30 mph on County Road 401

Made By: Commissioner Ray

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #6 Discussion and action to approve Consent Agenda:

a. Monthly/Quarterly Departmental reports

Number 2023-284

Motion: To approve Consent Agenda as presented

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #7 Discussion and action to approve partnership with the City of Stephenville on downtown holiday lighting/ decoration at a cost of \$5,000.00.

Number 2023-285

Motion: Approve \$5,000 to the City of Stephenville on downtown holiday lighting and decorations

Made By: Commissioner Stephens

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #8 Open sealed bids for Justice Center Technology Upgrades.

- Justice AV Solutions, Inc. – District Court \$104,070.88
County Court at Law \$20,916.52
JP 31 \$9,531.57

Agenda Item #9 Discussion and action to award bid for Justice Center Technology Upgrades.

Number 2023-286

Motion: To table the bids to let the judge look at it to see if this is what they want

Made By: Commissioner Ray

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #10 Open sealed bids for Donald R. Jones Justice Center Remodel- Indoor and Outdoor

- 360TXC, LLC Bathrooms and indoor and outdoor tile \$137,980.00
- IronHorse Mechanical and Plumbing Services, LLC
Bathroom and Indoor Tile Remodel \$182,620.48
Outdoor Tile Remodel \$58,473.75

Agenda Item #11 Discussion and action to award bid for Donald R. Jones Justice Center Remodel - Indoor and Outdoor

Number 2023-287

Motion: To table to allow facilities to review bids

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #12 Discussion and action to allow PCT 1 to repair drainage ditch on County Road 185. (Dee Stephens)

Number 2023-288

Motion: To allow Precinct 1 to repair drainage ditch on CR 185 contingent on him giving the address and the name of the folks. Will be getting on private property to dump some dirt.

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

- Anton & Joni Martin 1109 CR 185**

Agenda Item #13 Discussion and action to deem surplus three, 250-gallon tanks from Erath County Jail and donate to Lingleville FFA. (Dee Stephens)

Number 2023-289

Motion: Donate surplus 250-gallon water heaters that are salvage to Lingleville FFA

Made By: Commissioner Stephens

Second By: Commissioner Ray

Ayes: Stephens X Ray X Brown X Buck X

*Roll call vote

Noes: None

Motion Carried

Agenda Item #14 Discussion and action to award bid for the new annex landscaping.

- Turf & Water, LLC Sprinkler installation \$6,804.40, landscaping \$13,070.00 / Total \$19874.40
- Lovell Lawn & Landscape, Inc \$24,339.50

Number 2023-290

Motion: To accept the bid of Turf & Water

Made By: Commissioner Brown

Second By: Commissioner Stephens

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #15 Discussion and action to allow PCT4 to clean up on County Road 433. (Jim Buck)

Number 2023-291

Motion: To allow Precinct 4 to clean up on County Road 433 and install tin horn

Made By: Commissioner Ray

Second By: Commissioner Stephens

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #16 Discussion and action to proceed with the SAVNS grant for the budget year 2024.

Number 2023-292

Motion: To to proceed with the SAVNS grant for the budget year 2024.

Made By: Commissioner Stephens

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #17 Discussion and action to approve equipment lease with Kirbos Office Systems for the Erath County Jail.

Number 2023-293

Motion: To approve equipment lease with Kirbos Office Systems for the Erath County Jail.

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #18 Discussion and action to approve job description for Administrative Assistance. (Becky Keith)

Number 2023-294

Motion: To approve job description for Administrative Clerk

Made By: Commissioner Ray

Second By: Commissioner Brown

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #19 Discussion and action to approve job description for Human Resources Clerk. (Becky Keith)

Number 2023-295

Motion: To approve job description for Human Resources Clerk.

Made By: Commissioner Ray

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #20 Discussion and action to approve job description for Chief of Staff. (Becky Keith)
Number 2023-296

Motion: To approve job description for Chief of Staff

Made By: Commissioner Ray

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #21 Discussion and action to approve County Holidays for 2024.

Number 2023-297

Motion: To approve County Holidays for 2024.

Made By: Commissioner Stephens

Second By: Commissioner Brown

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #22 Discussion and action to designate court dates for Commissioners Court for year 2024.
Number 2023-298

Motion: To designate 2nd and 4th Monday, 9:00

Made By: Commissioner Brown

Second By: Commissioner Buck

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #23 Discussion and action to approve line item transfers.

Number 2023-299

Motion: To approve line item transfers

Made By: Commissioner Brown

Second By: Commissioner Buck

Agenda Item #24 Discussion and action to approve a professional services contract with L3 Harris
Technology. (Chris Brooks)

- Pass no action

Agenda Item #25 Discussion and action to approve invoices presented for regular and recurring payment as
presented by the County Auditor and issue order to the County Treasurer to disburse the funds. (K. Reeves)
Number 2023-300

Motion: To pay the bills

Made By: Commissioner Buck

Second By: Commissioner Brown

Ayes: Stephens X Ray X Brown X Buck X

Noes: None

Motion Carried

Agenda Item #26 Discussion and action on Burn Ban. (Fire Marshal)

- No action

Agenda Item #27 Closed Executive Session in Accordance with the Open Meeting Act, Tex. Govt. Code
551.071 through 551.086,
to discuss:

- a. Personnel
- b. Legal Matter
- c. Real Estate
- d. Reconvene

- Closed session not needed

Agenda Item #28 Discuss any new business.

- Storm blew in and left a lot of trees down, working on that for several days. Shout out to our guys that worked to get it cleaned up. Big thank you!
- Rodeo went well, congratulations to them
- County Clerk is in new building as of today. Thank you to the commissioners and hands for the help moving

Agenda Item #29 Employee Handbook Workshop

10:10 Break for 10 minutes

Reconvened at 10:20

Agenda Item #30 Adjourn

Motion To Adjourn:

Made By: Commissioner Buck

Second By: Commissioner Ray

All Ayes Meeting Adjourned at 11:19 a.m.

STATE OF TEXAS

COUNTY OF ERATH

The above and foregoing is a true and complete copy of the minutes taken in my capacity as County Clerk of the Commissioners Court of Erath County, Texas, at the time and place heretofore set forth.

DATED at Stephenville, Texas, this 25th day of September, 2023.

ATTESTED BY:

GWINDA JONES, Erath County Clerk

A handwritten signature in cursive script, reading "Gwinda Jones", is written over a horizontal line.

ERATH COUNTY COMMISSIONER'S COURT

Public Participation Form

Instructions: Fill out all appropriate blanks. Please print or write legibly.

NAME: Dave Washam

HOMEADDRESS: 550 CR 133
Morgan Mill, Tx 76465

HOME TELEPHONE: 281-682-8654

PLACE OF EMPLOYMENT: _____

EMPLOYMENT TELEPHONE: _____

Do you represent any particular group or organization? ECRP

If you do represent a group or organization, please state the name, address and telephone number of such group or organization.

Erath County Republican Party - 281-682-8654

Which agenda item (or items) do you wish to address? N/A

In general, are you for or against such agenda item (or items)?

Signature: Craig Washam

NOTE: This Public Participation Form must be presented to the County Clerk prior to the time that the agenda item (or items) you wish to address are discussed before the Court. Speakers will be limited to 3 minutes and only 6 speakers will be allowed to speak on any given agenda item.

Members of the public are reminded that the Erath County Commissioners Court is a Constitutional Court, with both judicial and legislative powers, created under Article V, Section 1 and Section 18 of the Texas Constitution. As a Constitutional Court, the Erath County Commissioners Court also possesses the power to issue a Contempt of Court Citation under Section 81.024 of the Texas Local Government Code. Accordingly, members of the public in attendance at any Regular, Special and/or Emergency Meeting of the Court shall conduct themselves with proper respect and decorum in speaking to, and/or addressing the Court; in participating in public discussions before the Court; and in all actions in the presence of the Court.



Brandon J. Huckabee
Erath County Judge

Erath County Courthouse
100 West Washington
Stephenville, TX 76401
254 965-1452 Office
254 965-1466 Fax

NOTICE OF PUBLIC HEARING

A Hearing on the proposed reduced speed limit on County Road 401 in Erath County will be held on Monday, September 25th, 2023 at 9:00 a.m. in the Commissioners' Courtroom on the 2nd floor in the Erath County Courthouse, Stephenville, Texas. After said hearing, the decision will be acted upon by the Erath County Commissioners Court.

Brandon J. Huckabee
ERATH COUNTY JUDGE
ERATH COUNTY, TEXAS
By: Jocelyn Perez, Admin. Assistant

DO NOT PRINT INFORMATION BELOW THIS LINE. THANKS.

Please publish the above notice on Thursday, September 14th, 2023, and run it twice and furnish me a publisher's affidavit.

Judge Brandon J. Huckabee
Erath County Courthouse
100 W. Washington
Stephenville, Texas 76401

Please send the cost of the ad with the proof. Billing should be sent to the same address.
Thank you.

P.O. # 20238781

SPEED LIMIT PETITION

March 24, 2023

RE: COUNTY ROAD 401

CONTACT NAME: T. HOPPE

ADDRESS: 7377 COUNTY ROAD 401 DUBLIN TX 76446

PHONE: 817-614-5367

We, the undersigned, request that a speed limit be placed on county road 401 for the following reasons. For the security & safety of the residents. There is slow moving farm equipment, tractors with trailers and trucks hauling hay that you cannot see around. There are several homes right on the road where children live and play. This is a hazard to our community. The dust is a concern because there are several blind spots on the road. We would like the speed limit to be posted as 30 miles per hour for the safety of our citizens.

NAME	ADDRESS	PHONE
<i>R. Hoppe</i>	7377 CR 401	817-614-5367
<i>Cynthia Hoppe</i>	7377 CR 401	
<i>Richard Cumbles</i>	7350 CR 401	512 636-5888
<i>Michael Owens</i>	4524 CR 401	254-485-7640
<i>Dolores Owens</i>	4524 CR 401	254-968-8266
<i>William Christian</i>	4815 CR 401	254-485-9792
<i>Jeannie Christian</i>	4815 CR 401	254-485-4690
<i>Ernst Basoz</i>	4575 CR 401	(325) 330-2642
<i>MANUEL - ALVA</i>	3440 CR 401	
<i>AMALIA - MEDINA</i>	3940 CR 401	
<i>Jeffery Sparks</i>	1890 CR 401 Dublin	254-413-3892
<i>Sandra Sparks</i>	1890 CR 401 Dublin	254-968-2339
<i>Stacy Hinds</i>	2156 County Road 401 Dublin	254-979-3899
<i>Cary Hinds</i>	2156 County Road 401 Dublin	254-459-9860
<i>Bradley Sparks</i>	1398 CR 401 Dublin	254 459-0955
<i>CHRISTOPHER FISCH</i>	1880 CR 401 DUBLIN	254 485-5583

[Signature]

SPEED LIMIT PETITION

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NAME	ADDRESS	PHONE
Jessica Fiscus	1880 CR 401	254-485-5581
Pauline Henson	440 CR 401	505-860-2307
Riley Henson	440 CR 401	505-716-1800
Dylan Henson	224 Live Oak	505-793-2843
John Alvarado		(254) 434-1751
Chelse Alvarado		254-485-5279
Carla Steward	3828 CR 401	(254) 965-0341
Scott Steward	" "	254-965-0340
Garrett Jacobs	4202 CR 401	254-979-0432
Tawsha Jacobs	" "	505 450 9216
Maddy Deerman	" "	575 703 0207
Rachel D	4830 CR 401	254-485-7410
Godly D	4830 CR 401	254-485-3820
D. D	1129 AR 959	254-979-4470
Melani Bilow	7319 CR 397	254-485-0178
D. D	7319 CR 397	254 592-3893

SPEED LIMIT PETITION

March 24, 2023

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NAME

ADDRESS

PHONE

Tammy Peters

325-665-3437

Conni Riley

254-485-7878

Donna

972 202 4563

JK Hogg

254 485 6955

Lindsey Herriman

910-987-7113

Crystal Southern

817-2925-8334

Belinda Fenclo

8254-485-4131

Courtney Williams

940-636-1476

Wrangler Hogg

254-485-7378

Becky Boen

325-669-2412

Jackson Boen

(325) 370 9836

RESOLUTION REDUCED SPEED LIMIT

COUNTY OF ERATH

STATE OF TEXAS

WHEREAS, the Erath County Commissioners' Court finds that a petition was filed to reduce the speed limit on County Road 401, Erath County, Texas;

WHEREAS, the Erath County Commissioners' Court has determined that said the petition is in proper form and that a public hearing was conducted in compliance with Tex. Local Govt Code.

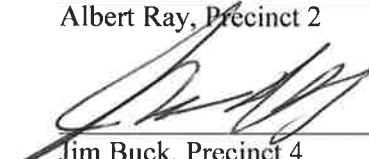
NOW, THEREFORE, BE IT RESOLVED that the Erath County Commissioners' Court hereby formally adopts a speed limit of 30 miles per hour for County Road 401, Erath County, Texas.

APPROVED and ADOPTED by the Erath County Commissioners Court on the 25th day of September, 2023.

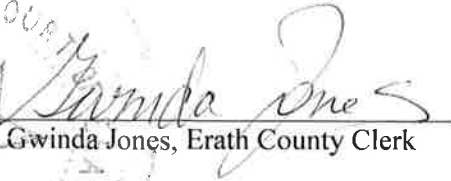

Dee Stephens, Precinct 1

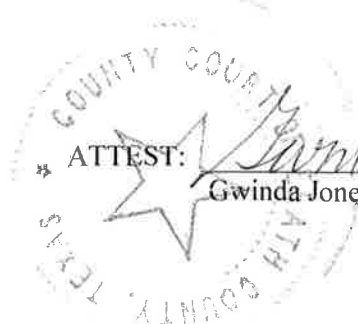

Albert Ray, Precinct 2


Joe Brown, Precinct 3


Jim Buck, Precinct 4


Brandon J. Huckabee, Erath County Judge

ATTEST: 
Gwinda Jones, Erath County Clerk





Erath County

100 W. Washington, Stephenville, Texas 76401

Monthly Reports submitted for the following offices for August 2023.

- ☐ AgriLife Extension
- ☐ Auditor
- ☐ Adult Probation Department
- ☒ Constable, Precinct 1
- ☒ Constable, Precinct 2
- ☒ County Clerk Land & Vitals
- ☒ County Clerk Courts
- ☒ District Clerk
- ☐ Emergency Management
- ☐ Environmental
- ☐ Indigent
- ☒ Justice of the Peace, Precinct 1
- ☒ Justice of the Peace, Precinct 2
- ☐ Pre-Trial Services
- ☒ Tax Office
- ☐ Treasurer
- ☒ Sheriff
- ☐ Fire Marshall

JUSTICE AV SOLUTIONS

13020 MIDDLETOWN INDUSTRIAL BLVD

LOUISVILLE KY 40223

C/O PRESLEY E. MEYER

SEALED

BID

ENCLOSED

Erath County Judges and Staff Members,

*I look forward
to our partnership
together!*

*Give me a
shot if
you need
anything
502-640-
0167*

Thank you for graciously providing your time to discuss your AV and recording needs.

When conducting some research prior to my visit, I came across an interview with Judge Huckabee which emphasized transparency and accountability in Erath County Courts.

I believe this falls in line with JAVS company values and mission statement, as well as my personal values. We are based in Kentucky, where the official court record is captured by a JAVS system in every county at every jurisdiction level. Were it not for our services, my personal life would have shifted in a profoundly different direction.

With that in mind, our team put our heads together to tailor a system to best suit your needs while providing an "apples to apples" update of your existing District Courtroom. This included the addition of recording in your District and County Court at Law rooms.

We also put together budgetary quotes to give you an idea of what costs would be associated with providing more transparent court sessions while facilitating ease of use for your team.

Below, you'll find a breakdown of each room. I have laid out why each component is necessary and included some items as optional based on feedback I received during my site visit.

There are a few important items I will highlight here:

Televisions

As discussed with Judge Huckabee, more often than not, we provide commercial-grade TVs. On the quote for the District Courtroom, we provided a quote for wire pulls and labor associated with the TVs, but not the TVs and mounts themselves.

If you'd like, I can provide you a separate quote with the TVs and mounts so that you may evaluate for yourself.

The benefit of purchasing through JAVS is that you will have that commercial-grade monitor, and it will be covered for up to (5) years under warranty. The obvious downside is that the price would be higher to purchase through us.

Please also note that we included cable runs in District Court to replace the existing projector and projector screen with a TV monitor. The TV monitor would be significantly more cost effective and provide a better overall quality for presentation. This would be on the wall where the projector screen is currently located.

Interpretation Option

Jocelyn mentioned the potential need for integrated live interpretation. With that in mind, we provided an optional lapel microphone for interpretation.

There is an interpretation feed on the back of our JAVS Centro Audio Mixer. Additionally, we are providing Assisted Listening Headsets that allow for those hard of hearing to amplify the audio in the room. With those headsets, up to four people could also listen to a live interpretation.

I understand that finding an in-person interpreter may prove challenging. As such, we can provide a splitter to go into that interpretation feed and have an interpreter on the far end (Zoom, Teams, etc.) providing live interpretation from afar.

These features would provide interpretation *off* the record. If you find that you'd need to place that interpretation on the official record, we can absolutely make that work as well. However, this would be at an additional cost. Please let me know if that would be of interest to you. ([See link here for more](#))

Live Streaming Option

This was only briefly discussed during my visit, so I only provided it optionally in the District Courtroom. The items under the line "Streamer for Online Web Streaming Services" allow streaming to any web-based streaming platform, including YouTube.

The Videon Streamer would allow you to live stream the court's proceedings and archive them on that web database if you so choose.

Our JAVS software allows for privacy in this scenario as well. We can set a Private Mode or Bench Conference Mode on your software that allows you to hold private conversations without streaming them to the web. We can set the screen to lock on a certain camera or display your county logo when you go into this mode to protect the court and citizen's privacy.

<https://www.youtube.com/watch?v=YK9PPCgyGik&t=4546s>

Take a look at the above live stream from the Kentucky Public Service Commission. This feed shows a few things will be of interest:

1. Live streaming to YouTube. This is similar to what I'd envision the end product would look like in your room
2. JAVS switching video. Our patented video switching technology, which switches to the microphone assigned to a given camera when someone in the room is speaking.
3. A hybrid courtroom setting where video conferencing is being utilized as an input on our JAVS video switcher and audio mixer.

The room labeled "KY PSC Raff Hearing Room" is showing the switching video in the courtroom as an input while the rest of the feed is showing a soft conferencing call.

The soft conferencing bridge is agnostic. You can use Zoom, Teams, Google Meetings, GoTo Meetings, or any other soft conferencing option. These options can be used interchangeably on your existing courtroom desktop computer.

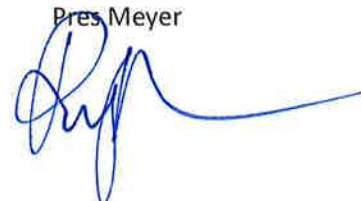
I realize that there is a lot of information to digest here. Please take a look at the breakdown of your quotes below. **Once everyone gets a chance to look over them, lets set up a time to meet virtually so that I can help break things down for you.**

We will continue to tailor these quotes to fit your needs until you are satisfied with our offering.

I look forward to speaking soon.

Best Regards,

Pres Meyer



(1) JAVS Centro AO- Audio Mixer

Link: <https://www.javs.com/courtroom-av-technology/javs-centro-av-processor/>

Why it's needed: Automatic mixing capability

Description: A centrally-controlled audio and video switching system, the JAVS Centro processor covers each person with an individual mic and camera. When a person speaks, the video automatically switches to the assigned camera. Now you can have a natural, smooth looking courtroom audio/video production without the need for an operator!

(1) JAVS Centro HDX video switcher + built-in AVIX video switching technology

Link: <https://www.javs.com/centro-hdx/>

Why it's needed: For video switching and processing

Description: JAVS Centro-HDX brings 12 channels of professional 1080P HD video switching and routing to courtrooms. Fully switched video, picture-in-picture, multi-view layouts and more are routable to the 6 HD-SDI and 3 HDMI outputs.

Centro-HDX enhances video conferencing and the video routing in evidence presentation systems. Deliver production quality HD video to courtroom participants in the room and to remote participants on video calls.

All video signals in the courtroom can now be managed from a single unit. Provide a more lifelike clarity and detail to your video conferencing, remote interpretation, digital recording and evidence presentation systems

(2) JAVS Recorder 8 AIO HD recorder with 2 TB of available storage

Link: <https://www.javs.com/javs-recorder-8-aio/>

Why it's needed: For recording audio and video; Secondary Recorder adds redundancy.

Description: Recorder 8 AIO is a network-enabled, hardware recording appliance with both analog and digital video capture capabilities. The base units are available in stereo or multichannel audio. Upgrades to 720P or 1080P can activate via software for HD and full HD recording capabilities.



JAVS AutoLog 8 recording and logging software, Scheduler 8, Publisher 8, and JAVS Viewer 8 software for court reporting + 720P enabled video license

Link: <https://www.javs.com/javs-suite-8-av-management-software/>

Why it's needed: Software interface to control recordings

As hands-off as pressing start, pause, or stop

As in-depth as logging events, enabling remote conferencing, placing evidence on the official record, and more

Description: Built for Windows 10 and beyond, Suite 8 brings high resolution and custom scaling to all user interfaces. From confidence monitoring to on-screen visual indicators for all audio connections JAVS Suite 8 provides information about all your audio and video sources through the same interface used for your logging and indexing needs. Customizable mode creation makes routing and muting AV around your room as easy as the press of a button.

(12) JAVS JM-14 Boundary Microphones at: Judge, Judge Approach, Clerk, Podium, Witness, Left Law, Right Law, (2) Jury, (1) Jury Approach, (2) Gallery Rail

Link: <https://www.javs.com/wp-content/uploads/2017/05/FlexMic.pdf>



Description: Ideal for speech and voice applications, the FlexMic comes equipped with RGB colored LED indicators that indicate any type of event currently underway. Designed to work with the Centro processor and the P306 audio device, each microphone can be configured independently of other microphones. This allows the appropriate microphone to provide notifications to the user. The pushbutton can be configured for push once to talk, hold to talk, push once to mute, and hold to mute. In addition, the FlexMicrophone can instantaneously switch between six stored microphone patterns

NOTE: We will provide (2) handheld mics to facilitate jury selection

(6) JAVS HD cameras at Judge/ Judge Approach, Witness, Left Law, Right Law, Podium, Overall

Link: <https://www.javs.com/jc20hdcamera/>



PROPOSAL

JUST-3762

Revision:

TX Erath County 266th District Court HD Recording Installation

TX Erath County District Court

298 S. Graham
Stephenville, TX 76401

Modified: 8/4/2023

Quote Valid for 90 Days

OPP-51341



Presented By:

Presley Meyer

Justice AV Solutions, Inc

13020 Middletown Industrial Blvd
Louisville, KY 40223 US
(502) 244-8788
www.javs.com



www.javs.com

SCOPE OF WORK

Justice AV Solutions (JAVS) proposes to provide and install the following in Erath County District Courtroom to replace all existing equipment

- (1) JAVS Centro AO audio mixer
- (1) JAVS Centro HDX HD video switcher
- JAVS Avix video switching software
- JAVS Suite 8 software on customer-provided computer: JAVS AutoLog 8, Publisher 8, Scheduler 8, and Viewer 8
- Primary (720P) and Secondary (SD) JAVS Recorder 8 audio and HD video recorders

NOTE: Secondary Recorder provided for redundancy

- (12) JAVS Boundary Microphones at: Judge, Judge Approach, Clerk, Podium, Witness, Left Law, Right Law, (2) Jury, (1) Jury Approach, (2) Gallery Rail

- (2) wireless handheld mics for jury selection

- (6) JAVS HD Cameras at: Judge/ Judge Approach, Witness, Left Law, Right Law, Podium, Overall

Note: Switching video to be activated by microphone assignments. Cameras will not show jury box. Overall camera to show entire room, sans jury box. Judge camera to be set as default camera.

- New podium to include HDMI laptop input for presentation, Document Camera, Kramer system control (Presentation Control only) and integrated Kramer annotation monitor on articulating arm- Podium to match existing wood panel color of courtroom rails, judge's bench, and law tables. Lectern Specs: Teacher Podium, RWS Removable Flat Work Surface, Wood Veneer Natural Stained Walnut Finish, EHD Euro-Hinged Doors with locks, Right Side DCD Document Camera Drawer (Left side when facing the courtroom), Plain Front, Two Partitions Spaced 19.25" Apart, EAMNT Extension Arm LCD Monitor Side Mount on the Left Side

- Witness stand to include integrated annotation monitor

- Court will provide mounts and monitors; JAVS to provide cable runs and mount (5) monitor locations:

- (2) ceiling-mounted screens- 1 facing witness; 1 facing jury

- (2) swing arm mounted approx 8-9 feet high at gallery rail- left and right side facing gallery

- (1) Large TV on wall where existing projector is located- JAVS recommends to replace projector with 70-80" TV screen

NOTE: All court-provided TVs must meet following specs:

- (1) HDMI Input, at least 1080p resolution

- JAVS to provide (2) annotation monitors: 1 at podium; 1 at witness- witness monitor on small swivel mount

- JAVS to provide (1) small viewing monitor at judge's bench

- Kramer touchscreen system control at judge's bench (to replace existing hardware control)

- Vaddio AV bridge to integrate soft conferencing calls (Zoom, Teams, etc) as additional input into JAVS system- Far end to be heard over PA system and seen on all courtroom monitors; Far end will hear and see what is picked up by mics and switching video

- Assisted listening headsets to maintain ADA compliance and assist with hard of hearing patrons in court; Includes charging dock, body packs, receiver, and over-ear headsets

- Optionally, JAVS will provide a secondary channel for an interpreter feed- The interpreter would speak into a wireless lapel microphone to be heard only by those with Assisted Listening headsets

- Optionally, JAVS will provide an external streamer to provide live feed to YouTube or similar free video platform

- 21RU cabinet with locking door and wheels to be located in judge's chambers at existing cabinet location

NOTE: All cabling from cabinet runs behind adjacent bookshelf and through existing conduit at wall behind judge's bench

- Replacement of existing speakers, amplifier, and feedback suppressor

- (1) Uninterrupted backup power supply- All equipment in cabinet will run through power supply

- All associated labor for builds, installation, freight, cable runs, etc to be included

NOTE: All JAVS-provided hardware and software to be covered under (1) year of free service, including access to

TX Erath County 266th District Court HD Recording Installation

Helpdesk, local JAVS service tech, and bi-annual preventative maintenance visits
All JAVS-provided equipment covered for up to (5) years under warranty

TX Erath County 266th District Court HD Recording Installation

Project No : JUST-3762 Rev.

* Price Includes Accessories
8/8/2023 Quote Valid for 90 Days

Page 3 of 20

Main Components for HD Switching & Signal Routing

1	JAVS JAV-CENTRO-AO JAVS Audio Only - HD Ready Centro	\$3,300.00
1	Blackmagic Design CONVMSDIDA4K Mini Converter - HD-SDI Distribution Amplifier 1 x 8	\$369.00
1	Netgear, Inc GS116LP-100NAS Netgear 16-Port 76W PoE/PoE+ Gigabit Ethernet Unmanaged Switch	\$293.00
1	AtlasIED TSD-DCPD DC power distribution for TSD device	\$73.99
1	AtlasIED TSD-RMK TSD Series Rack Mount Kit	\$100.00
1	JAVS JAV-AVIX-1204 AVIX Video Switching Software	\$6,300.00
1	JAVS JAV-CENTRO-HDX JAVS HD Video Switcher 8/4 in, 6/3 out (HD-SDI/HDMI)	\$5,200.00
1	JAVS JAV-LABOR-HD-MC Labor for HD Main Component Installation	\$6,000.00
1	MCM 28-19387 AC/DC Power Supply, 1 Output, 60 W, 12 VDC, 5 A Supports up to ten (10) cameras	\$25.00

Equipment: \$15,660.99

Labor: \$6,000.00

Main Components for HD Switching & Signal Routing Total	\$21,660.99
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High Definition Recorder/s

2	JAVS JAV-REC8-SD-M JAVS All-In-One Recorder 8 Base Model with MultiChannel Audio - 4:3 Aspect Ratio (320x240, 480x360, 640x480) - 16:9 Aspect Ratio (640x360)	\$7,000.00
1	JAVS JAV-REC8-720 Adds 720P Record Capabilities to JAVS All-In-One Recorder 8 - 4:3 Aspect (320x240, 480x360, 640x480) - 16:9 Aspect Ratio (640x360, 1280x720)	\$800.00
1	JAVS JAV-DRMK Rack Mount Kit for (2) Two JAVS Recorders	\$70.00
1	JAVS JAV-LABOR-REC Labor for Recorder Installation	\$150.00

Equipment: \$7,870.00

Labor: \$150.00

High Definition Recorder/s Total \$8,020.00

TX Erath County 266th District Court HD Recording Installation

Autolog 8 Recording/Logging Software

RECOMMENDED SOFTWARE REQUIREMENTS:

Windows 10

Microsoft .NET Framework 4.7.2

Intel i5 4th Gen

8GB RAM

40 GB SSD

10/100/1000MB Network Adapter

1	JAVS JAV-SW-AL8S	\$1,000.00
	JAVS AutoLog 8 Logging and Control Software for JAVS Recorder 8	
1	APC BE550G	\$110.00
	Back-UPS 550 - 330 Watt/550 VA, 120 Volt Input/Output and USB Interface Port	
1	JAVS JAV-LABOR-AS	\$600.00
	Labor for Autolog Software Installation	
1	JAVS JAV-SW-P8S	\$375.00
	Publisher 8 Session Publishing Software	
1	JAVS JAV-SW-S8S	\$275.00
	Scheduler 8 Session Scheduling Software	
1	JAVS JAV-SW-V8S	\$0.00
	Viewer 8 Session Viewing Software for Transcription	

Equipment: \$1,760.00

Labor: \$600.00

Autolog 8 Recording/Logging Software Total	\$2,360.00
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Microphones & Accessories

12	JAVS JAV-JM14 JAVS FlexMic with Multicolor LED and Touch Button	\$3,360.00
1800	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$900.00
12	C2G 27153 10ft Cat6 550 MHz Snagless (UTP) Patch Cable - Black	\$167.88
12	JAVS JAV-LABOR-MIC Labor for Microphone Installation	\$1,800.00
12	JAVS JAV-PLX FlexMic Plexiglass	\$240.00
12	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$30.00
24	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$8.40

Equipment: \$4,706.28

Labor: \$1,800.00

Microphones & Accessories Total \$6,506.28

TX Erath County 266th District Court HD Recording Installation

Wireless Microphones

1	Audio Technica ATW-1322 System 10 PRO Digital Wireless Dual Handheld Microphone System	\$899.00
300	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$150.00
1	JAVS JAV-LABOR-MIC Labor for Microphone Installation	\$150.00
2	JAVS JAV-MPA-PHX Microphone Pre-Amp Adapter with 3-Pos Phoenix connector for adding non-Flex Mics to the JAVS Processor	\$240.00
2	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$5.00
4	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$1.40

Equipment: \$1,295.40

Labor: \$150.00

Wireless Microphones Total \$1,445.40

Interpreter Lapel Mic - Optional

1	Audio Technica ATW-1301/L System 10 PRO digital wireless lavalier microphone system	\$549.00
150	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$75.00
1	JAVS JAV-LABOR-MIC Labor for Microphone Installation	\$150.00
1	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$2.50
2	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$0.70

Equipment: \$627.20

Labor: \$150.00

Interpreter Lapel Mic - Optional Total \$777.20

TX Erath County 266th District Court HD Recording Installation

Sound Reinforcement

2	JBL CSA 280Z CSA series audio amplifier, 2 x 80 watt	\$1,522.00
2	DBX AFS2 Advanced Feedback Suppression processor with full LCD display	\$940.72
8	JBL Pro LCT 81C/T Low-profile lay-In 2" x 2" ceiling tile loudspeaker with 200 mm (8") driver	\$1,240.00
2	JAVS JAV-CENTRO-RCA Centro RCA Output Cable (Required to connect external A/V Outputs)	\$240.00
300	Windy City Wire 1802P-BLK 18 Gage Stranded Speaker Cable, Plenum Rated	\$102.00
1	JAVS JAV-LABOR-PAS Labor for PA System Installation	\$900.00
Equipment:		\$4,044.72
Labor:		\$900.00
Sound Reinforcement Total		\$4,944.72

TX Erath County 266th District Court HD Recording Installation

Assisted Listening System

1	Williams AV IR T2 IR-T2 Soundplus Medium-Area Infrared Transmitter	\$720.00
4	Williams AV WIR RX22-4N SoundPlus 4 channel infrared receiver, 25 Hz to 16 KHz, +1 dB, -3 dB, electrical response frequency	\$900.00
1	JAVS JAV-CENTRO-RCA Centro RCA Output Cable (Required to connect external A/V Outputs)	\$120.00
2	Williams AV BAT KT6 3 Volt Dual Drop in Charger Kit with CHG 3502 and two (2) AA Bat 026-2 batteries For use with: PLR BP1 Loop Receiver, PPA R37 FM Receiver, PPA R38 FM Receiver, PPA T46 FM Transmitter, & WIR RX22-4 Infrared Receiver	\$230.00
1	Williams AV EAR 045-100 BK Replacement sanitary covers, pack of 100, black. Fits HED 021, HED 024, HED 026 or HED 027 headphones.	\$84.00
2	Williams AV NKL 001 Neckloop, 18" Cord, 3.5mm Plug - Use with hearing aids equipped with a T-coil switch or an induction earphone. 3.5 mm plug, mono, 8 - 16 O.	\$136.00
1	Peerless-AV CMR410 Camera mount	\$30.00
4	Williams AV HED 027 Heavy-duty, folding, mono headphone	\$104.00
300	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$150.00
1	JAVS JAV-LABOR-AL Labor for Assisted Listening Installation	\$450.00
2	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$5.00
4	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$1.40
1	Williams AV IDP 008 ADA Wall Plaque; 4.5 in x	\$23.00
1	Williams AV POE KT1 Power Over Ethernet Kit for IR T2 Medium-Area Infrared Transmitter. To transport power and audio/control over Cat5. Use with TFP 057 Power Supply, included with IR T2. Includes WCA 131 Output Adaptor and WCA 133 Input Adaptor.	\$49.00

TX Erath County 266th District Court HD Recording Installation

		Equipment:	\$2,552.40
		Labor:	\$450.00
Assisted Listening System Total			\$3,002.40

High Definition Cameras

6	JAVS JAV-JC-20HD 3G/HD-SDI Camera - 2.5 Megapixels, 1920x1080i, 1920x1080p, 1280x720p & frame-rates of 60/59.94/50/30/29.97/25 fps.	\$5,400.00
1	Marshall Electronics VS-M288-A 2.8-8mm Varifocal F1.3 - T360 CS Mount with Auto-Iris	\$240.00
5	Marshall Electronics VS-M550-4 5-50mm Varifocal F1.6 CS Mount with Auto-Iris	\$1,200.00
6	Peerless-AV CMR410 Camera mount	\$180.00
12	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$28.80
900	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$1,017.00
900	Windy City Wire 1802P-BLK 18 Gage Stranded Speaker Cable, Plenum Rated	\$306.00
6	JAVS JAV-LABOR-CAM Labor for HD Camera Installation	\$1,800.00

		Equipment:	\$8,371.80
		Labor:	\$1,800.00

High Definition Cameras Total			\$10,171.80
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TX Erath County 266th District Court HD Recording Installation

Monitor @ Judge's Bench for Viewing

1	ToteVision LED1562HD 15.6" LED LCD Monitor - 16:9 - 8 ms	\$822.00
1	JAVS JAV-MC-BD Bi-Directional SDI/HDMI with Power Supply	\$200.00
1	Comprehensive Cable NFHD18G-3PROBLK NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	\$19.99
2	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$4.80
150	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$169.50
1	JAVS JAV-LABOR-DSP Labor for Display Installation	\$300.00
1	Tripp Lite TLP6SLUSBB 6-Outlet Surge Protector with 2 USB Ports (3.4A Shared) - Side Load, Direct Plug-In, 1050 Joules	\$45.00

Equipment: \$1,261.29

Labor: \$300.00

Monitor @ Judge's Bench for Viewing Total	\$1,561.29
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TX Erath County 266th District Court HD Recording Installation

Courtroom Monitor for Public Viewing

5	JAVS JAV-MC-BD Bi-Directional SDI/HDMI with Power Supply	\$1,000.00
5	Comprehensive Cable NFHD18G-3PROBLK NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	\$99.95
10	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$24.00
750	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$847.50
5	JAVS JAV-LABOR-DSP-C Labor for Display Installation on Cart	\$2,250.00
Equipment:		\$1,971.45
Labor:		\$2,250.00
Courtroom Monitor for Public Viewing Total		\$4,221.45

Streamer for Online Web Streaming Services - Optional

1	Videon ECEZ-BASE Encode - Single Channel Input/Single Stream Output, Single profile *Requires VCare Support*	\$1,775.00
1	JAVS JAV-LABOR-OS Labor for Online Streaming Installation	\$600.00
1	Videon SUP-VCARE VCare Premium Support 24x7x365 (Auto renews Annually)	\$236.50
Equipment:		\$2,011.50
Labor:		\$600.00
Streamer for Online Web Streaming Services - Optional Total		\$2,611.50

TX Erath County 266th District Court HD Recording Installation

Presentation Cart w/ Document Camera & Laptop Hookups

1	Sound-Craft JAV-LECTERN Teacher Lectern/Podium, RWS Removable Flat Work Surface Wood Veneer Natural Stained Walnut Finish EHD Euro Hinged Doors with Locks Right DCD Document Camera Drawer (Left side when facing Courtroom) Plain Front Two Partitions Spaced 19.25" Apart EAMNT Extension Arm LCD Monitor Side mount	\$3,838.05
1	Lumens Integration, Inc PS753 4K Multimedia Desktop Document Camera, 300x Zoom, HDMI, VGA, USB and IP Streaming	\$2,623.00
1	Planar PCT2265 22" Multi-touch Screen Monitor - HDMI (HDCP)	\$421.00
2	JAVS JAV-MC-BD Bi-Directional SDI/HDMI with Power Supply	\$400.00
1	Tripp Lite B203-101-PNP 1-Port USB 2.0 over Cat5/Cat6 Extender Kit Video Transmitter & Receiver 164'	\$195.00
1	Tripp Lite 602-15 Waber-by-Tripp Lite 5-outlet Power Strip with 15-ft Cord	\$47.70
3	Comprehensive Cable NFHD18G-3PROBLK NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	\$59.97
6	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$14.40
450	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$508.50
150	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$75.00
1	JAVS JAV-LABOR-AM Labor for Annotation Monitor Installation	\$300.00
1	JAVS JAV-LABOR-CART Labor for Presentation Cart Assembly & Installation	\$1,800.00
1	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$2.50
2	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$0.70

TX Erath County 266th District Court HD Recording Installation

Equipment:	\$8,185.82
Labor:	\$2,100.00
Presentation Cart w/ Document Camera & Laptop Hookups Total	
	\$10,285.82

Wireless Presentation & On-screen Annotation Unit

1	Kramer VIA-CAMPUS2-PLUS	\$3,500.00
	Simultaneous Wired & Wireless Presentation & Collaboration Server w/ HDMI Input	
2	Comprehensive Cable NFHD18G-3PROBLK	\$39.98
	NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	
150	Windy City Wire 556600-S	\$75.00
	23-4P UNS SOL PLNM C6 Wht Jkt	
1	Dell MS116-BK	\$22.99
	Optical Mouse-MS116-Black - USB	
1	Dell Technologies KB216	\$25.99
	USB Keyboard	
1	JAVS JAV-LABOR-PRES-W	\$600.00
	Labor for Wireless Presentation Installation	
1	Kramer Electronics RK-CAMPUS	\$145.00
	19" Rack Mount for VIA Campus	
1	Monoprice 5380	\$2.50
	Cat6 Punch Down Keystone Jack - Green	
2	Monoprice 7266	\$0.70
	Cat6 Plug Solid W/Insert 50U	
1	Netgear R6700	\$135.00
	Nighthawk Dual-Band WiFi Router (up to 1.75Gbps) with Armor, Circle Smart Parental Controls	

Equipment: \$3,947.16

Labor: \$600.00

Wireless Presentation & On-screen Annotation Unit Total \$4,547.16

TX Erath County 266th District Court HD Recording Installation

Monitor @ Witness for On-screen Annotation

1	Planar PCT2265 22" Multi-touch Screen Monitor - HDMI (HDCP)	\$421.00
1	CHIEF FWDSK110B Small flat panel swing arm wall mount metal stud - 16" extension for Samsung 150MP LCD TV, black	\$254.00
1	JAVS JAV-MC-BD Bi-Directional SDI/HDMI with Power Supply	\$200.00
1	Tripp Lite B203-101-PNP 1-Port USB 2.0 over Cat5/Cat6 Extender Kit Video Transmitter & Receiver 164'	\$195.00
1	Comprehensive Cable NFHD18G-3PROBLK NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	\$19.99
2	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$4.80
150	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$169.50
150	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$75.00
1	JAVS JAV-LABOR-AM Labor for Annotation Monitor Installation	\$300.00
1	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$2.50
2	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$0.70
Equipment:		\$1,342.49
Labor:		\$300.00
Monitor @ Witness for On-screen Annotation Total		\$1,642.49

TX Erath County 266th District Court HD Recording Installation

USB A/V Bridge for Soft Conferencing from Client's PC

1	Vaddio 999-8215-000 AV Bridge Conference System	\$3,016.00
2	JAVS JAV-MC-BD Bi-Directional SDI/HDMI with Power Supply	\$400.00
1	Tripp Lite B203-101-PNP 1-Port USB 2.0 over Cat5/Cat6 Extender Kit Video Transmitter & Receiver 164'	\$195.00
1	ShowMeCables 47-300-012 USB to HDMI Adapter with Audio Converter	\$98.50
2	Comprehensive Cable NFHD18G-3PROBLK NanoFlex™ Pro AV/IT Integrator Series™ Certified 4K 18G High Speed HDMI Cable Jet Black 3ft	\$39.98
2	Windy City Wire HOL-BNC6-MCV RG6 Compression BNC	\$4.80
150	Windy City Wire RG6HDP-BLK Type RG 6/U Plenum, 18 AWG Bare Copper Serial Digital [Black]	\$169.50
150	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$75.00
1	JAVS JAV-LABOR-VC Labor for Video Conference Installation	\$450.00
1	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$2.50
2	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$0.70

Equipment: \$4,001.98

Labor: \$450.00

USB A/V Bridge for Soft Conferencing from Client's PC Total \$4,451.98

TX Erath County 266th District Court HD Recording Installation

Touch Panel Controller for System Control

2	Kramer Electronics KT-208 8-Inch Wall & Table Mount POE Touch Panel	\$3,880.00
1	Kramer Electronics SL-280 32-Port S1 smart controller	\$1,930.00
300	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$150.00
1	JAVS JAV-LABOR-CS Labor for Control System Installation	\$300.00
1	JAVS JAV-LABOR-PROG Labor for Control System Programming	\$1,200.00
2	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$5.00
4	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$1.40

Equipment: \$5,966.40

Labor: \$1,500.00

Touch Panel Controller for System Control Total	\$7,466.40
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Equipment Rack & Wire Management

1	Middle Atlantic PTRK-21 PTRK series portable rack, 21 space, 23" deep	\$1,259.00
1	Para Systems, Inc ED1000RTXL2U Minuteman Endeavor ED1000RTXL2U 1000VA Tower/Rack/Wall Mountable UPS	\$1,185.00
1	Middle Atlantic PDT-1615C-NS Vertical Power Strip, 16 Outlet, 15 Amp	\$280.00
1	JAVS JAV-LABOR-CA Labor for Cabinet Assembly & Testing	\$1,800.00
1	Middle Atlantic PTRK-RR21 REAR RAIL KIT FOR PTRK-21	\$80.00
4	Middle Atlantic UTR1 Mounting Rackshelf, 1 RU, 10"D	\$236.00
2	Middle Atlantic VTF1 Vent Panel, 1 RU, Perforated, 25% Open Area	\$54.00

Equipment: \$3,094.00

Labor: \$1,800.00

Equipment Rack & Wire Management Total \$4,894.00

Shipping

1	JAVS JAV-SHIP-SYS Shipping for Full System with Equipment Cabinet	\$3,500.00
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Equipment: \$3,500.00

Labor: \$0.00

Shipping Total \$3,500.00

Equipment Subtotal: \$82,170.88

Labor Subtotal: \$21,900.00

Project Subtotal: \$104,070.88

TX Erath County 266th District Court HD Recording Installation

PROJECT SUMMARY

Equipment:	\$82,170.88
Labor:	\$21,900.00
Grand Total:	\$104,070.88

Payment Terms

Payment Schedule	Amount	Due Date
Initial Payment Prior to Scheduling	\$26,017.72	
Final Payment Upon Completion **Payment Due 30 Days from Invoice Date**	\$78,053.16	

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Client: Brandon Huckabee

Date

Presley Meyer

8/8/2023

Contractor: Justice AV Solutions, Inc

Date

TX Erath County 266th District Court HD Recording Installation

PROPOSAL

JUST-3771

Revision:

TX Erath County Court at Law Recording Solution & Amp

TX Erath County Court

100 W Washington Street
Stephenville, TX 76401

Modified: 8/8/2023

Quote Valid for 90 Days

OPP-51357



Presented By:

Presley Meyer

Justice AV Solutions, Inc

13020 Middletown Industrial Blvd
Louisville, KY 40223 US
(502) 244-8788
www.javs.com



www.javs.com

SCOPE OF WORK

Justice AV Solutions will provide and install the following solution for Erath County Texas Court at Law

- (1) JAVS recorder 8 AO

Audio Recording Solution

- (1) JAVS Centro AO audio switcher

- Tie-in of existing Shure MX412 D/S 12" Gooseneck microphones

Mics at Judge, Witness, Left, and Right Law Tables

- Amplifier and Feedback Suppressor, reusing existing speakers

- 18RU cabinet to house all JAVS codecs and associated equipment and allow for future additions; To be located in the hallway behind judge's bench with a lockable door

Optionally, JAVS will integrate the existing Lifesize video conferencing system to allow for calls to the jail, this will be dependent on available analog audio input/output on the codec.

Optionally, JAVS will add (2) JAVS JM-14 Boundary Microphones at the judge approach and jury approach rail for recording only. This will assure that anyone walking away from gooseneck mics will be picked up on the recording

Main Components for HD Switching & Signal Routing

1	JAVS JAV-CENTRO-AO JAVS Audio Only - HD Ready Centro	\$3,300.00
1	Netgear GS108 10/100/1000 Mbps Prosafe 8-Port Gigabit Ethernet Desktop Switch	\$85.00
1	JAVS JAV-LABOR-AO-M Labor for Audio-Only Main Components Installation	\$1,800.00

Equipment: \$3,385.00

Labor: \$1,800.00

Main Components for HD Switching & Signal Routing Total \$5,185.00

High Definition Recorder/s

1	JAVS JAV-REC8-AO Recorder 8 Multichannel Audio Recorder	\$2,200.00
1	JAVS JAV-SRMK Rack Mount Kit for (1) One JAVS Recorder	\$70.00
1	JAVS JAV-LABOR-REC Labor for Recorder Installation	\$150.00

Equipment: \$2,270.00

Labor: \$150.00

High Definition Recorder/s Total \$2,420.00

TX Erath County Court at Law Recording Solution & Amp

Autolog 8 Recording/Logging Software

RECOMMENDED SOFTWARE REQUIREMENTS:

Windows 10

Microsoft .NET Framework 4.7.2

Intel i5 4th Gen

8GB RAM

40 GB SSD

10/100/1000MB Network Adapter

1	JAVS JAV-SW-AL8S	\$1,000.00
	JAVS AutoLog 8 Logging and Control Software for JAVS Recorder 8	
1	APC BE550G	\$110.00
	Back-UPS 550 - 330 Watt/550 VA, 120 Volt Input/Output and USB Interface Port	
1	JAVS JAV-LABOR-AS	\$600.00
	Labor for Autolog Software Installation	
1	JAVS JAV-SW-P8S	\$375.00
	Publisher 8 Session Publishing Software	
1	JAVS JAV-SW-S8S	\$275.00
	Scheduler 8 Session Scheduling Software	
1	JAVS JAV-SW-V8S	\$0.00
	Viewer 8 Session Viewing Software for Transcription	

Equipment: \$1,760.00

Labor: \$600.00

Autolog 8 Recording/Logging Software Total	\$2,360.00
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TX Erath County Court at Law Recording Solution & Amp

Microphones & Accessories

2	JAVS JAV-JM14 JAVS FlexMic with Multicolor LED and Touch Button	\$560.00
4	JAVS JAV-MPA-PHX Microphone Pre-Amp Adapter with 3-Pos Phoenix connector for adding non-Flex Mics to the JAVS Processor	\$480.00
900	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$450.00
4	C2G 27153 10ft Cat6 550 MHz Snagless (UTP) Patch Cable - Black	\$55.96
6	JAVS JAV-LABOR-MIC Labor for Microphone Installation	\$900.00
4	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$10.00
12	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$4.20

Equipment: \$1,560.16

Labor: \$900.00

Microphones & Accessories Total \$2,460.16

Sound Reinforcement

1	JBL CSA 280Z CSA series audio amplifier, 2 x 80 watt	\$761.00
1	DBX AFS2 Advanced Feedback Suppression processor with full LCD display	\$470.36
1	JAVS JAV-LABOR-PA Labor for Feedback Suppressor & Amplifier Installation	\$300.00

Equipment: \$1,231.36

Labor: \$300.00

Sound Reinforcement Total \$1,531.36

TX Erath County Court at Law Recording Solution & Amp

Video Conferencing - Optional

225	Windy City Wire 994320-110BR 22 AWG 2 Conductor Bare Copper, Shielded Plenum, UL Listed C(UL)US CMP - White Jacket	\$49.50
1	JAVS JAV-LABOR-VC Labor for Video Conference Installation	\$450.00

Equipment: \$49.50

Labor: \$450.00

Video Conferencing - Optional Total \$499.50

TX Erath County Court at Law Recording Solution & Amp

Project No : JUST-3771 Rev.

* Price Includes Accessories
8/9/2023 Quote Valid for 90 Days

Page 6 of 9

Equipment Rack & Wire Management

1	Para Systems, Inc ED1000RTXL2U Minuteman Endeavor ED1000RTXL2U 1000VA Tower/Rack/Wall Mountable UPS	\$1,185.00
1	Middle Atlantic DTRK-1818 DTRK series desktop rack, 18 space	\$785.00
2	Juice Goose JG9-JEFAV1-1 7" Deep rack mounted chassis with an illuminated power switch	\$190.00
1	JAVS JAV-LABOR-CA Labor for Cabinet Assembly & Testing	\$1,800.00
1	Middle Atlantic DT-RAP18 DTRK series solid rear access panel with brush cable entry, 18 space	\$229.00
1	Middle Atlantic DTRK-W DTRK series grade caster	\$103.00
1	Middle Atlantic DT-VFD-18 DTRK series vent front door, 18 space	\$296.00
1	Middle Atlantic LL-DTRK DTRK Series Lever Lock Adapter Kit	\$14.50
1	Middle Atlantic LL-VC21 Lever Lock, Vertical Channel, 21"H	\$20.00
3	Middle Atlantic UTR1 Mounting Rackshelf, 1 RU, 10"D	\$177.00
1	Middle Atlantic VTF1 Vent Panel, 1 RU, Perforated, 25% Open Area	\$27.00
1	Middle Atlantic VTF2 Vent Panel, 2 RU, Perforated, 25% Open Area	\$34.00

Equipment: \$3,060.50

Labor: \$1,800.00

Equipment Rack & Wire Management Total	\$4,860.50
---	-------------------

TX Erath County Court at Law Recording Solution & Amp

Shipping

1	JAVS JAV-SHIPPING	\$1,600.00
	Shipping	

Equipment: \$1,600.00

Labor: \$0.00

Shipping Total \$1,600.00

Equipment Subtotal: \$14,916.52

Labor Subtotal: \$6,000.00

Project Subtotal: \$20,916.52

TX Erath County Court at Law Recording Solution & Amp

PROJECT SUMMARY

Equipment:	\$14,916.52
Labor:	\$6,000.00

Grand Total:	\$20,916.52
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Payment Terms

Payment Schedule

	Amount	Due Date
Initial Payment Prior to Scheduling	\$5,229.13	
Final Payment Upon Completion **Payment Due 30 Days from Invoice Date**	\$15,687.39	

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Client: Brandon Huckabee

Date

Presley Meyer

8/9/2023

Contractor: Justice AV Solutions, Inc

Date

TX Erath County Court at Law Recording Solution & Amp

PROPOSAL

JUST-3773

Revision:

TX Erath County JP Court PA Addition

TX Erath County Justice of the Peace Court

298 S. Graham
Stephenville, TX 76401

Modified: 8/9/2023

Quote Valid for 90 Days

OPP-51358



Presented By:

Presley Meyer

Justice AV Solutions, Inc

13020 Middletown Industrial Blvd
Louisville, KY 40223 US
(502) 244-8788
www.javs.com



www.javs.com

SCOPE OF WORK

JAVS will provide and install the following for Erath County JP Court, Judge Alexander

- JBL Amplifier
- Feedback suppressor
- JAVS P306 Mixer
- (4) Gooseneck Microphones at Judge, Left Law, Right Law, and Witness
- Speakers to provide PA for judge, law tables, jury, and gallery

Audio Mixer

1	JAVS JAV-P306B JAVS USB Audio Mixer with 6 Audio Inputs and 4 Audio Outputs	\$995.00
1	JAVS JAV-LABOR-AO-M Labor for Audio-Only Main Components Installation	\$300.00
1	JAVS JAV-P306-MOUNT JAV-P306 Mounting Brackets	\$40.00

Equipment: \$1,035.00

Labor: \$300.00

Audio Mixer Total \$1,335.00

Microphones & Accessories

4	Audio Technica U857QL Cardioid Condenser Gooseneck Microphone with Integral Power Module, 18.94" long	\$900.00
4	JAVS JAV-MPA-PHX Microphone Pre-Amp Adapter with 3-Pos Phoenix connector for adding non-Flex Mics to the JAVS Processor	\$480.00
200	Windy City Wire 556600-S 23-4P UNS SOL PLNM C6 Wht Jkt	\$100.00
4	Audio Technica AT8699R Microphone Desk Stand with Switch	\$596.00
4	C2G 27153 10ft Cat6 550 MHz Snagless (UTP) Patch Cable - Black	\$55.96
4	JAVS JAV-LABOR-MIC Labor for Microphone Installation	\$600.00
4	Monoprice 5380 Cat6 Punch Down Keystone Jack - Green	\$10.00
8	Monoprice 7266 Cat6 Plug Solid W/Insert 50U	\$2.80

Equipment: \$2,144.76

Labor: \$600.00

Microphones & Accessories Total \$2,744.76

TX Erath County JP Court PA Addition

Sound Reinforcement

1	JBL CSA 280Z CSA series audio amplifier, 2 x 80 watt	\$761.00
1	DBX AFS2 Advanced Feedback Suppression processor with full LCD display	\$470.36
4	JBL Pro LCT 81C/T Low-profile lay-In 2" x 2" ceiling tile loudspeaker with 200 mm (8") driver	\$620.00
150	Windy City Wire 1802P-BLK 18 Gage Stranded Speaker Cable, Plenum Rated	\$51.00
1	JAVS JAV-LABOR-PAS Labor for PA System Installation	\$600.00

Equipment: \$1,902.36

Labor: \$600.00

Sound Reinforcement Total \$2,502.36

Equipment Rack & Wire Management

1	Middle Atlantic DTRK-718 7RU DTRK Desktop Cabinet 19-1/2"D x 14-1/8"H x 21-1/2"W	\$389.00
1	Furman PL-8C 15A Classic Series Power Conditioner with Lights - 10' Cord	\$299.95
1	JAVS JAV-LABOR-CA-AO Labor for Cabinet Assembly & Testing (10RU or Less)	\$900.00
1	Middle Atlantic 5-RS18 18" BOTTOM RUNNER SET	\$61.50
1	Middle Atlantic DT-VFD-7 Vented Front Door w/ Locking Swing Handle (DTRK-718 7RU Rack)	\$160.00
1	Middle Atlantic UTR1 Mounting Rackshelf, 1 RU, 10"D	\$59.00

Equipment: \$969.45

Labor: \$900.00

Equipment Rack & Wire Management Total \$1,869.45

TX Erath County JP Court PA Addition

Shipping

1	JAVS JAV-SHIPPING	\$1,080.00
	Shipping	

Equipment: \$1,080.00

Labor: \$0.00

Shipping Total \$1,080.00

Equipment Subtotal: \$7,131.57

Labor Subtotal: \$2,400.00

Project Subtotal: \$9,531.57

TX Erath County JP Court PA Addition

Project No : JUST-3773 Rev.

8/9/2023

* Price Includes Accessories

Quote Valid for 90 Days

Page 5 of 6

PROJECT SUMMARY

Equipment:	\$7,131.57
Labor:	\$2,400.00
Grand Total:	\$9,531.57

Payment Terms

Payment Schedule	Amount	Due Date
PO Approval Before Installation **Payment Due 30 Days from Invoice Date**	\$9,531.57	

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Client: Chili Alexander

Date

Presley Meyer

8/9/2023

Contractor: Justice AV Solutions, Inc

Date

TX Erath County JP Court PA Addition



PRESS

Retail



U.S. POSTAGE PAID
PME 2-Day
AUSTIN, TX 78710
SEP 06, 2023

WILL EXPRESS
ENVELOPE
REQUIRED

RDC 07

76401

\$28.75

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360 TX LLC
204 Oldcreek Lane
Zia, TX 78621

ATTENTION - DELIVERY
REQUIREMENT
SENDER HAS WAIVED SIGNATURE
PLEASE DELIVER PER DMM 263.2

TO: (PLEASE PRINT) PHONE ()
Earth Care # Jocelyn
County Airline Perez
100 W. Washington
Ste 1000
St Louis, MO 63101
ZIP+4 (U.S. ADDRESSES ONLY)

PAYMENT BY ACCOUNT (if applicable)
USPS® Corporate Acct. No. Federal Agency Acct. No. or Postal Service® Acct. No.

ORIGIN (POSTAL SERVICE USE ONLY)

PO ZIP Code

☐ 1-Day

☒ 2-Day

☐ Military

☐ DPO

78710

9-5-23

Scheduled Delivery Date (MM/DD/YYYY)

Postage

\$ 28.75

9-6-23

Date Accepted (MM/DD/YYYY)

Scheduled Delivery Time

Insurance Fee

\$ -

5:25 PM

Time Accepted

10:30 AM Delivery Fee

Return Receipt Fee

\$ -

\$ -

Special Handling/Fragile

Sunday/Holiday Premium Fee

Total Postage & Fees

\$ 28.75

Weight

☐ Flat Rate

Acceptance Employee Initials

\$

DELIVERY (POSTAL SERVICE USE ONLY)

Delivery Attempt (MM/DD/YYYY)

Time

Employee Signature

Delivery Attempt (MM/DD/YYYY)

Time

Employee Signature

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For pickup or USPS Tracking™, visit USPS.com or call 800-222-1811.
\$100.00 Insurance Included.



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360TXC,LLC
111 Congress Ave #400
Austin, TX 78701
1-877-710-7474
accounting@360txc.com
www.360txc.com

ADDRESS
ERATH County
County Auditor
100 W Washington Stephenville, Texas
7640

Estimate 1231

DATE 09/06/2023

EXPIRATION DATE 10/06/2023

CLIENT NAME
ERATH County

PROJECT NAME
ERATH COUNTY County Auditor 100

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	REMODEL BATHROOMS (4 bathrooms), Tile floor and wall, and PAINT EXTERIOR OF THE JUSTICE CENTER REPLACE OUTSIDE TILES			137,980.00

TOTAL 137,980.00

Accepted By

Accepted Date

ERATH COUNTY
County Auditor
100 W Washington
Stephenville, Texas 76401

08/28/2023

Re: Bid Proposal for DON JONES JUSTICE CENTER REMODEL – INDOOR AND OUTDOOR

To Whom It May Concern:

ERATH COUNTY will be accepting bid proposals for the above referenced project. Bids must be received by no later than 09/08/2023 at 5:00 PM. Bids received after this date and/or time will not be accepted and will be returned unopened to the sender.

The purpose of this project is to REMODEL BATHROOMS, PAINT EXTERIOR OF THE JUSTICE CENTER, REPLACE OUTSIDE TILES

ALL BIDDERS ARE REQUIRED TO COMPLETE AN ONSITE VISIT TO UNDERSTAND THE SCOPE OF THE PROJECT

Contact the County Judge Administrator for a site tour:
Jocelyn Perez
cjudgeadmin@co.erath.tx.us
254-965-1452

If you are interested in submitting a bid, it should be delivered to the name and address listed below in a SEALED ENVELOPE labeled as follows:

ERATH COUNTY
100 E Washington St
Stephenville, Texas 76401
Bid Submission Attn: County Auditor

All bids must be received on or before 5:00 PM Friday September 8, 2023

ERATH COUNTY has the right to reject any and all bids at their sole discretion. Should you have any questions or concerns about any of the items on the bid packet, please contact County Auditor for clarification prior to bidding. You are reminded that your bid should be inclusive of all fees, permits and other costs. Erath County is a tax-exempt Governmental Entity.

**BIDS WILL BE OPENED ON MONDAY SEPTEMBER 11, 2023 @ 9:00 AM
ERATH COUNTY COMMISSIONERS COURT 2ND FLOOR COURTHOUSE
100 W WASHINGTON
STEPHENVILLE, TEXAS 76401**

Iron Horse Mechanical & Plumbing Services, LLC
403 E Washington St.
Stephenville, TX 76401
254-965-6789

Shawn Charviers Inc.
Dba C & C Construction
403 E Washington St.
Stephenville, TX 76401
817-988-1850

Donald R. Jones Justice Center
298 S. Graham St
Stephenville, TX 76401

IronHorse
Mechanical and Plumbing Services, LLC

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

Proposal

September 8, 2023

Attn: Dale Richards
1-254-431-7420
facilities@co.erath.tx.us
ap@co.erath.tx.us

Job Location: Donald R. Jones Justice Center
298 S Graham St
Stephenville, TX 76401

Scope of Work: Bathroom and INDOOR Tile Remodel

Fixture Removal and Partition Demolition:

North End Restrooms:

- Disconnect and remove all existing Water Closets
- Disconnect and remove all existing Lavatory Sinks
- Disconnect and remove all existing Urinals
- Cap/Plug drain lines to prevent sewer air release
- Disconnect water supply lines, remove existing valves, and cap lines for further demo
- Remove all existing partition walls
- Remove all existing bathroom accessories (I.E-Paper Towel Dispensers, Soap Dispensers, ETC)
- Prepare all bathrooms for tile removal

INCLUDES DISPOSAL OF ALL FIXTURES AND CONSTRUCTION DEBRIS

IronHorse
Mechanical and Plumbing Services, LLC

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

South End Restrooms:

- Disconnect and remove all existing Water Closets
- Disconnect and remove all existing Lavatory Sinks
- Disconnect and remove all existing Urinals
- Disconnect and remove 1 Bi-Level Drinking Fountain
- Cap/Plug drain lines to prevent sewer air release
- Disconnect water supply lines and prep for tile demolition
- Remove all existing partition walls
- Remove all existing bathroom accessories (I.E-Paper Towel Dispensers, Soap Dispensers, Mirrors, ETC)
- Prepare all bathrooms for tile removal

INCLUDES DISPOSAL OF ALL FIXTURES AND CONSTRUCTION DEBRIS

Initial_____

Ceramic Tile Demolition:

North End Restrooms:

- Remove all existing wall tiles
- Remove all existing floor tiles
- Cut out and remove any damaged drywall
- Replace any drywall needed
- Prepare restrooms to receive new tile
- Dispose of all construction and tile debris

South End Restrooms:

- Remove all existing wall tiles
- Remove all existing floor tiles
- Cut out and remove any damaged drywall
- Replace any drywall needed
- Prepare restrooms to receive new tile
- Dispose of all construction and tile debris

Initial_____

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Mechanical and Plumbing Services, LLC

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

Ceiling Tile Replace:

North End Restrooms:

- Remove all existing ceiling tiles
- Prepare work area for new ceiling tiles
- Provide and Install new ceiling tiles
- Clean work area and dispose of all ceiling tile debris

South End Restrooms:

- Remove all existing ceiling tiles
- Prepare work area for new ceiling tiles
- Provide and Install new ceiling tiles
- Clean work area and dispose of all ceiling tile debris

Initial_____

Tile Install:

North End Restrooms:

- Install new floor tile in both restrooms (Color Chosen by Erath County Representatives)
- Install new wall tile to designated height in both restrooms (Color Chose by Erath Country Representatives)
- Clean work area and dispose of all construction debris

South End Restrooms:

- Install new floor tile in both restrooms (Color Chosen by Erath County Representatives)
- Install new wall tile to designated height in both restrooms (Color Chose by Erath Country Representatives)
- Clean work area and dispose of all construction debris

Initial_____

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M-37011

Partitions and Accessory Install:

North End Restroom:

- Install all new mirrors
- Install all new soap dispensers
- Install all new toilet paper dispensers
- Install all new paper towel dispensers (Air Dryers are and additional charge)
- Install all new feminine hygiene disposal bins where needed
- Install all new handicap rails where needed
- Dispose of all accessory and packing debris

South End Restroom:

- Install all new mirrors
- Install all new soap dispensers
- Install all new toilet paper dispensers
- Install all new paper towel dispensers (Air Dryers are and additional charge)
- Install all new feminine hygiene disposal bins where needed
- Install all new handicap rails where needed
- Dispose of all accessory and packing debris

Initial _____

Drywall Tape, Bed, Texture, and Paint:

North End Restrooms:

- Prepare top 2' of wall space for new paint (Tape, Bed, and Texture) (Texture profile chosen by Erath County Representative)
- Paint work area and seal to tile (Color chosen by Erath County Representative)

North End Restrooms:

- Prepare top 2' of wall space for new paint (Tape, Bed, and Texture) (Texture profile chosen by Erath County Representative)
- Paint work area and seal to tile (Color chosen by Erath County Representative)

Initial _____

IronHorse
Mechanical and Plumbing Services, LLC

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

IronHorse will provide the following fixtures:

13- White Elongated ADA Compliant Toilet with Battery Powered Hands-Free Flush Valve
5- White Urinal Basin with Battery Powered Hands-Free Flush Valve
7-White Wall Hung Lavatory Sink Basin with Battery Powered Hands-Free Faucet
7-ADA Compliant P-trap covers for each Lavatory Sink
1-Bi-Level Drinking fountain

Fixture Install:

North End Restrooms:

- Remove all previously installed caps and prepare restrooms to receive new fixtures
- Install 6 Toilets with battery powered hands-free flush valves
- Install 2 Urinals with battery powered hands-free flush valves
- Install 3 Lavatory Sink basins with new valves and battery powered hands-free lavatory faucets
- Test all work for leaks and performance
- Clean work area and dispose of all plumbing debris

South End Restrooms:

- Remove all previously installed caps and prepare restrooms to receive new fixtures
- Install 7 Toilets with battery powered hands-free flush valves
- Install 3 Urinals with battery powered hands-free flush valves
- Install 4 Lavatory Sink basins with new valves and battery powered hands-free lavatory faucets
- Install 1 Bi-Level Drinking Fountain
- Test all work for leaks and performance
- Clean work area and dispose of all plumbing debris

Initial_____

**IronHorse
Mechanical and Plumbing Services, LLC**

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

All Water Line will be Copper tubing and fittings
All drain waste will be run in Schedule 40 PVC pipe and fittings

All Unmarked Utilities are to be repaired at the additional charge stated below

All work outside of structure and/or any additional work outside of the above scope of work is an additional charge of \$140 Per/Hr Labor for each 2-Man Crew + \$325 Per Day Tractor Fee (If Applicable) + Materials

Additional Helper is \$35 Per/Hr

Initial_____

Unforeseen circumstances that result in delays, an example of such would be rock, unmarked utilities, lack of accessibility under structures, or unforeseen materials behind walls will be addressed as follows. IronHorse Mechanical and Plumbing Services will notify the client immediately with an evaluation and proposed change in price or work. If approved, a signed Change Order must be documented before work is to proceed. If the obstacle deems the job unable to be completed or if the client decides the cost to proceed is too prohibitive, the client is responsible for labor and materials incurred up to the point of stoppage.

Initial_____

**IronHorse
Mechanical and Plumbing Services, LLC**

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Bid is valid for 30 days

Total Bid Price: \$182,620.48

With payments to be made by Owner or Contractor as follows:

Bathroom Fixture Removal and Partition Demolition: Remit payment immediately upon completion of work

Ceramic Tile Demolition: Remit payment immediately upon completion of work

Ceiling Tile Replace: Remit payment immediately upon completion of work

Tile Install: Remit payment immediately upon completion of work

Partitions and Accessory Install: Remit payment immediately upon completion of work

Drywall Tape, Bed, and Texture: Remit payment immediately upon completion of work

Fixtures: Remit payment immediately upon delivery of fixtures to job site

Fixture Install: Remit payment immediately upon completion of work

Initial _____

**There will be a \$30.00 fee for all returned checks
Additional 3.5% convenience fee for credit card payments**

The above prices, specifications, and conditions are satisfactory and hereby accepted. By signing below, you authorize IronHorse Mechanical and Plumbing Services, LLC to complete the work as specified.

Signature: _____

Date: _____

IronHorse MPS, LLC Rep: Sham Chin

Date: 9-8-23

Texas State Board of Plumbing Examiners

929 E 41st St. 78765

P.O. Box 4200 Austin, TX 78765

Fax 1-512-450-0637 ofc 1-254-936-5200

www.tsbpe.texas.gov

**IronHorse
Mechanical and Plumbing Services, LLC**

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

Proposal

September 8, 2023

Attn: Dale Richards
1-254-431-7420
facilities@co.erath.tx.us
ap@co.erath.tx.us

Job Location: Donald R. Jones Justice Center
298 S Graham St
Stephenville, TX 76401

Scope of Work: Outdoor Tile Remodel

- Remove all tile at southern employee entrance
- Remove all tile at southern public entrance
- Dispose of all tile and construction debris
- Prepare work area to receive new tile (Color and Pattern chosen by Erath County Representative)
- Install new tile and grout work
- Install new LED lighting
- Prepare work area to receive new paint
- Paint all exterior stucco on structure (Paint color chosen by Erath County Representative)

Initial _____

All work outside of structure and/or any additional work outside of the above scope of work is an additional charge of \$140 Per/Hr Labor for each 2-Man Crew + \$325 Per Day Tractor Fee (If Applicable) + Materials
Additional Helper is \$35 Per/Hr

**IronHorse
Mechanical and Plumbing Services, LLC**

403 E. Washington St
Stephenville, TX 76401
Office 254-965-6789 fax 254-968-6450
ironhorse_mps@yahoo.com
M-37011

Unforeseen circumstances that result in delays, an example of such would be rock, unmarked utilities, lack of accessibility under structures, or unforeseen materials behind walls will be addressed as follows. IronHorse Mechanical and Plumbing Services will notify the client immediately with an evaluation and proposed change in price or work. If approved, a signed Change Order must be documented before work is to proceed. If the obstacle deems the job unable to be completed or if the client decides the cost to proceed is too prohibitive, the client is responsible for labor and materials incurred up to the point of stoppage.

Initial_____

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Bid is valid for 5 days

Total Bid Price: \$58,473.75

With payments to be made by Owner or Contractor as follows: Remit payment immediately upon completion of work

Initial_____

**There will be a \$30.00 fee for all returned checks
Additional 3.5% convenience fee for credit card payments**

The above prices, specifications, and conditions are satisfactory and hereby accepted. By signing below, you authorize IronHorse Mechanical and Plumbing Services, LLC to complete the work as specified.

Signature:_____

Date:_____

IronHorse MPS, LLC Rep: John Chan

Date: 9-8-23

**Texas State Board of Plumbing Examiners
929 E 41st St. 78765
P.O. Box 4200 Austin, TX 78765
Fax 1-512-450-0637 ofc 1-254-936-5200
www.tsbpe.texas.gov**

LOVELL LAWN & LANDSCAPE, INC.

STEPHENVILLE, TX 76401
PO BOX 95

254-968-4288



ERATH COUNTY PCT. 1
100 W. WASHINGTON
STEPHENVILLE, TX 76401

ESTIMATE

ESTIMATE DATE: 09/12/2023

ESTIMATE NUMBER: 2023-772

SERVICES & SUPPLIES	QTY/MAN HRS.	RATE	TOTAL AMOUN...
TRACK LOADER WORK/HAND LABOR TO INSTALL SOIL AND FINAL GRADE	1	1,920.00	1,920.00
TIFTUF BERMUDA - TOTAL OF 300 SQUARE YARDS	300	4.35	1,305.00
DELIVERY - SOD	1	200.00	200.00
LABOR - TURF INSTALLATION	1	810.00	810.00
SPRINKLER SYSTEM - SUPPLIES ALLOWANCE	1	2,150.00	2,150.00
SPRINKLER SYSTEM - LABOR ALLOWANCE	1	4,000.00	4,000.00
SLEEVES AND LOCATIONS OF SLEEVES WILL NEED TO BE THE RESPONSIBILITY OF THE OWNER			
ELECTRICAL FOR IRRIGATION CONTROLLER WILL BE OWNERS RESPONSIBILITY			

TOTAL AMOUNT..... **\$24,339.50**

ALL PAYMENTS DUE BY THE 10TH OF THE MONTH
UNLESS PRIOR ARRANGEMENTS HAVE BEEN
MADE.

LOVELL LAWN & LANDSCAPE, INC.

STEPHENVILLE, TX 76401

PO BOX 95

254-968-4288

ERATH COUNTY PCT.1
100 W. WASHINGTON
STEPHENVILLE, TX 76401

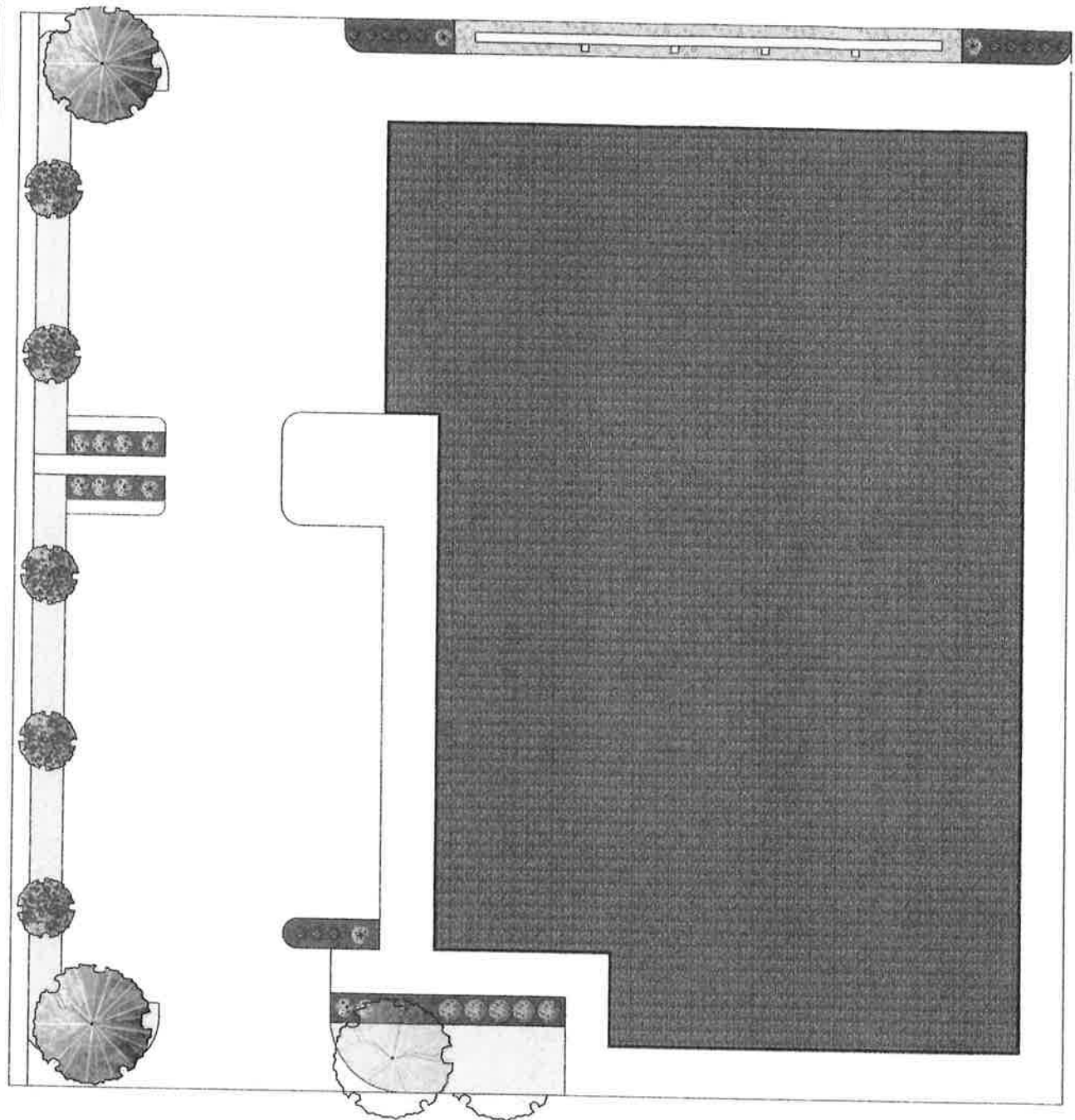
ESTIMATE

ESTIMATE DATE: 09/12/2023

ESTIMATE NUMBER: 2023-772

SERVICES & SUPPLIES	QTY/MAN HRS.	RATE	TOTAL AMOUN...
LABOR - EXCAVATE, RELOCATE EXISTING SOIL & PREPARE PLANTING AREAS TO PROMOTE PROPER DRAINAGE	1	850.00	850.00
COMPOST/SCREENED TOPSOIL MIX - TOTAL OF 12 CUBIC YARDS	12	42.00	504.00
14 GAUGE 4"X10' STEEL EDGING (INSTALLED)	75	6.00	450.00
GEO-TEXTILE FABRIC/SOD STAPLES	1,100	0.325	357.50
OVERSIZED NATIVE RIVER ROCK - TOTAL OF 16 CUBIC YARDS/20.8 TONS	21	108.50	2,278.50
DELIVERY - SOD	1	200.00	200.00
TRACK LOADER WORK/HAND LABOR TO INSTALL RIVER ROCK	1	1,260.00	1,260.00
CEDAR ELM 45 GALLON	4	899.00	3,596.00
CRAPE MYRTLE 'TUSCARORA' 15 GALLON	5	239.00	1,195.00
SILVERADO SAGE 3 GALLON	5	42.00	210.00
RED YUCCA 5 GALLON	1	39.50	39.50
GULF MUHLEY GRASS 3 GALLON	5	33.00	165.00
RED SALVIA 3 GALLON	13	36.00	468.00
NEW GOLD LANTANA 1 GALLON	8	16.00	128.00
NATIVE HARDWOOD MULCH FOR PLANTING AREAS/PRICE - TOTAL OF 8 CUBIC YARDS INSTALLED	8	88.50	708.00
DELIVERY - BULK MATERIALS	1	85.00	85.00
TOP SOIL - 10 YARDS	4	365.00	1,460.00

TOTAL AMOUNT.....



(4) CEDAR ELM



(5) TUSCARORA GRAPE MYRTLE



(5) SILVERADO SAGE



(1) RED YUCCA



(5) GULF MUHLY GRASS



(13) RED SALVIA



(8) NEW GOLD LANTANA



OVERSIZED RIVER ROCK

ERATH COUNTY — ANNEX ONE

1" = 10' 24" x 36"





Turf and Water, LLC
PO Box 841
Stephenville, TX 76401 US
254.485.8305



Estimate

ADDRESS

Dee Stevens
Erath County - Annex One

ESTIMATE # 1585

DATE 08/28/2023

JOB REFERENCE

Irrigation

ACTIVITY	QTY	RATE	AMOUNT
Lead Man and labors	1	3,800.00	3,800.00T
ESP - 4M Controller Indoor/Outdoor	1	254.25	254.25T
Rain/Freeze Sensor- Rainbird	1	144.25	144.25T
Mock Rock	1	170.00	170.00T
Small Pouch	1	84.25	84.25T
3/4" Wilkins 975 RPZ	1	535.00	535.00T
1" PVC Pipe	200	0.68	136.00T
3/4" PVC Pipe	200	0.50	100.00T
3/4" Drip Assembly	1	89.50	89.50T
12" Valve Box	1	48.55	48.55T
1" Ball Valve	1	6.50	6.50T
6" Valve Box	1	8.10	8.10T
Bowsmith .5" Poly Tubing w/Emitters	1,000	0.75	750.00T
Fitting package	1	350.00	350.00T
Trencher Rental	1	300.00	300.00T
City Permit	1	28.00	28.00T

SUBTOTAL	6,804.40
TAX	0.00
TOTAL	\$6,804.40

Accepted By

Accepted Date



Turf and Water, LLC
PO Box 841
Stephenville, TX 76401 US
254.485.8305

Estimate

ADDRESS

Dee Stevens
Erath County - Annex One

ESTIMATE # 1584

DATE 08/28/2023

JOB REFERENCE

Landscape

ACTIVITY	QTY	RATE	AMOUNT
Desert Willow Tree 15 gal	3	300.00	900.00T
Texas Sage	46	45.00	2,070.00T
Red Yucca 5 gal	46	40.00	1,840.00T
Weed Fabric	800	1.75	1,400.00T
Crushed Granite rock 35yds with delivery	32	136.25	4,360.00T
Lead Man and labors- prep beds, install granite and weed fabric	1	2,500.00	2,500.00T

Does not include taking out excess dirt. As per conversation Dee said they could handle that.

SUBTOTAL	13,070.00
TAX	0.00
TOTAL	\$13,070.00

Accepted By

Accepted Date

FIRST CONTRACT RENEWAL
PARTICIPATING ENTITY SERVICES AGREEMENT FOR THE
STATEWIDE AUTOMATED VICTIM NOTIFICATION SERVICE (SAVNS)

Contract No. 20222344900-363-01

WHEREAS, the Office of the Attorney General (OAG) is the Texas State agency tasked with certifying a statewide vendor to provide a Statewide Automated Victim Notification Service (SAVNS) to a variety of political subdivisions of the State of Texas, including counties, county Sheriffs, clerks and attorneys, district attorneys, and courts ("Participating Entities");

WHEREAS OAG certified and contracted with **Appriss Insights, LLC ("Vendor")** as the statewide vendor to provide SAVNS to each of the Participating Entities ("OAG Certification Agreement");

WHEREAS Erath County as a Participating Entity and VENDOR executed a Participating Services Agreement identified as Contract No. 20222344900-363-01 under which VENDOR would provide SAVNS to Erath County (the "Contract");

WHEREAS SECTION 1 of the Contract permitted the Erath County to, in its sole and absolute discretion, renew the Contract, for one (1) additional one (1) year renewal terms (each a "Renewal Term") to the extent the OAG Certification Agreement, remains in effect;

WHEREAS the OAG exercised its option to renew the OAG Certification Agreement, extending the term thereof to August 31, 2024;

NOW, THEREFORE, THIS **FIRST CONTRACT RENEWAL** is exercised by Erath County as follows:

The Contract terminated on August 31, 2023. The Contract is hereby renewed, with this First Contract Renewal Term ("First Renewal Term") to begin on September 1, 2023 and end of August 31, 2024. Pursuant to Section 1 of the Contract, this First Renewal Term and any subsequent renewals, shall be subject to all specifications and terms and conditions of the Contract, the OAG Certification Agreement, and the Incorporated Documents as defined in Section 2 therein.

Erath County by:



Signature

Brandon J. Huckabee

Name

9-25-2023

Date

County Judge

Title

Acknowledged by Appriss Insights, LLC



9/11/23

Signature

Date

Name Jarrod Carnahan

Title VP, Government & Vine Services

KIRBO'S OFFICE SYSTEMS EQUIPMENT LEASE

LEASEE:

Name: Erath County Jail

Address: 1043 Glen Rose Hwy City: Stephenville State: TX Zip: 76401

DESCRIPTION OF EQUIPMENT LEASED

QTY	EQUIPMENT	MAKE	MODEL #	SERIAL #
1	Digital Copier	Canon	iR 4545	UMV01515
	9,500 B&W prints.mth			

SCHEDULE OF LEASE PAYMENTS

60 Monthly lease payments of \$ 239.00 per month. + Sales Tax (if required)

Advanced payment \$ 0.00 (If any).

Beginning: Month: 6 Day: 1 Year: 2022

Ending: Month: 6 Day: 1 Year: 2027

TERMS OF LEASE

- a. **LEASE:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the equipment described above upon the terms and conditions set forth in this lease agreement.
- b. **TERMS:** Lessee shall pay Lessor payments for the use of the equipment. *Multiply the payment by the applicable sales tax.*
- c. **MAINTENANCE AND REPAIR:** Lessee will provide at their own expense the maintenance and repair of the so named equipment unless otherwise indicated by agreed proposal.
- d. **LOSS OR DAMAGE:** Lessee hereby assumes and shall bear the entire risk of loss or destruction of or damage to the equipment from any cause whatsoever.
- e. **LATE PAYMENT:** Lessee agrees to pay the amount above on the date specified, or after 10 days past the due date will remit a late charge of 10% of monthly payment, amount not to be less than \$ 15.00.
- f. **DEFAULT:** Any of the following conditions shall constitute default: (a) Lessee's failure to pay the sum due the Lessor within 10 days after the due date. (b) The filing by or against Lessee of a petition under the Bankruptcy Code provided by for the relief of debtors. If the Customer fails to pay Kirbo's, Kirbo's will have the right to exercise any one or all of the following remedies in any order: (a) sue Customer for all past due payments, ALL PAYMENTS TO BECOME DUE IN THE UNEXPIRED TERM, the purchase option amount and any other costs, (b) repossess the Equipment listed above and, (c) re-sell the equipment to recoup any deficiencies. In the event the Equipment is not available for resale, the Customer shall be liable for the Fair Market Value of the Equipment as deemed by a Kirbo's official.
- g. **EARLY PAYMENT:** Lessee may pay the balance of the lease at any time during the lease without any penalties whatsoever, provided all other provisions in this lease have been met.

ACCEPTANCE OF LEASE AGREEMENT

Lessee's signature means that the terms and equipment have been agreed upon, and will comply with the terms so listed. This signature also signifies that the equipment has been installed and in working order.

X 

Date: 9-25-2023

Job Title: Administrative Clerk

Department: County Judge's Office, Land Development, Environmental, Emergency Management

Coordinator FLSA Status: Non-Exempt

Positions Supervised: None

JOB SUMMARY: This position provides secretarial duties and scheduling appointments for the County Judge, Land Development, EMC, Environmental, and Chief of Staff. The assistant must have the ability to work independently.

ESSENTIAL JOB FUNCTIONS:

- ◆ Maintain and post agenda for Commissioner's Court meetings.
- ◆ Greet public and answer telephone, serving as the county's primary information center.
- ◆ Maintain office calendar and compose correspondence for County Judge.
- ◆ Coordinate and advertise for bids, sales, and re-plats.
- ◆ Works closely with County Engineer, land development, and Commissioners to coordinate all subdivisions, re-plats, RV parks, and other developments within Erath County.
- ◆ Order and maintain supplies for office.
- ◆ Schedule marriage license exemptions, and public hearings.
- ◆ Receive, read, and route mail for County Judge's Office, Land Development, EMC, Environmental, and Chief of Staff.
- ◆ Coordinate Employee Service Awards.
- ◆ Duties as needed by EMC, Land Development, Environmental, and Chief of Staff

This position requires organization and the ability to handle multiple tasks simultaneously. Other requirements include duties as assigned within the scope of responsibility and skill required of the job.

EDUCATION, EXPERIENCE, LICENSE AND CERTIFICATIONS:

- ◆ High School graduate or equivalent.
- ◆ Two years secretarial experience.

SKILLS, KNOWLEDGE AND ABILITIES:

- ◆ Basic computer and typing skills including Microsoft Office: Word, Excel, Outlook, Publisher.
- ◆ Ability to efficiently operate office equipment.
- ◆ Proficient in both oral and written communications.
- ◆ Must be dependable, detail oriented and confidential with cases.
- ◆ Must be friendly, courteous and helpful to the public.
- ◆ Ability to associate with all County departments in a professional manner.

WORKING CONDITIONS: Work is performed indoors. Must be able to cope with situations that involve stress due to irate citizens. Occasional travel is necessary for required schools and other job-related duties. This position has continual exposure to the computer monitor.

PHYSICAL REQUIREMENTS: Generally, this position requires light lifting, usually less than 10 lbs. but can be up to 25 lbs. occasionally. Secretary must be able to physically operate office equipment. This position is basically sedentary but also requires standing, bending, stooping and stretching.

Job Title: Human Resources Clerk
Department: Human Resources Office
FLSA Status: Non-Exempt
Positions Supervised: None

JOB SUMMARY: The Administrative Assistant of Human Resources will perform administrative duties related to the operations of the human resources office.

ESSENTIAL JOB FUNCTIONS:

- Answers and directs departmental phone calls.
- Receives and distributes office mail.
- Schedules and organizes appointments; takes minutes during departmental meetings.
- Proofreads and types documents and correspondence produced by department.
- Processes required paperwork as needed.
- May assist with preparation of human resource reports.
- Prepares purchase orders for human resource office.
- Performs other related duties as assigned.

Other requirements include duties as assigned within the scope of responsibility and skill required of the job.

EDUCATION, EXPERIENCE, LICENSE AND CERTIFICATIONS:

- High school diploma or equivalent required.
- Some preferred course work in human resources management.

SKILLS, KNOWLEDGE AND ABILITIES:

- Excellent organizational skills and attention to detail.
- Extensive knowledge of office management systems and procedures.
- Ability to operate general office equipment.
- Excellent written and verbal communication skills.
- Ability to type.
- Proficient in Microsoft Office Suite or similar software.
- Ability to maintain confidential information.

WORKING CONDITIONS: Work is performed indoors. This position could require some work in the storage building which is not acclimated to weather conditions. This position has continual exposure to the computer monitor.

PHYSICAL REQUIREMENTS: Generally, this position requires light lifting, usually less than 10 lbs but can be up to 25 lbs occasionally. Officer must be able to physically operate office equipment. This position is basically sedentary but also requires standing, bending, stooping and stretching.

Job Title: Chief of Staff (COS)

Department: County Judge

FLSA Status: Exempt

Positions Supervised: 1

JOB SUMMARY: This position serves as a strategic developer, consultant, decision-maker and problem solver for the County Judge and Commissioners Court in various capacities such as by handling special projects and leading important initiatives by providing briefings, presentations, and communicating in any other means available. The COS will support the County Judge and Commissioners Court by working as a point of contact for the County Judge, Commissioners, public and employees by attending various public events and community organizations as well as serving on various committees.

ESSENTIAL JOB FUNCTIONS:

- ◆ Supervises the executive assistant to the County Judges office (Land Development, Emergency Management, Environmental, Facilities.)
- ◆ Promotes opportunities for employee involvement in collaborative and participatory problem solving.
- ◆ Communicates to County Judge and Commissioners Court concerns expressed by county departments.
- ◆ Gathers data/information required by Commissioners Court from county departments.
- ◆ Facilitates and monitors performance objectives and evaluates performance of county departments.
- ◆ Confers with commissioner's court on policy matters and ensures dissemination, interpretation, implementation, and compliance of policies as directed by Commissioners Court.
- ◆ Assists with planning, coordination and leading of meetings and workshops.
- ◆ Oversees county-wide communications and public information. Receives all Freedom of Information Act request(s).
- ◆ Mediates conflicts between inter-departments through administration of conflict resolution procedure.
- ◆ Coordinates the work of the county with other governmental agencies.
- ◆ Manage special assignments on a short-term basis and provide effective intervention in complex situations. Initiate and lead interdepartmental teams in analyzing specific issues or problems and in developing strategies and recommendations to effectively address them
- ◆ This position needs to be well-organized, maintain confidentiality, and to perform other duties as arise or determined by the County Judge.

EDUCATION, EXPERIENCE, LICENSE AND CERTIFICATIONS:

- ◆ Extensive knowledge of both County and local government structures and current public issues affecting the Erath County.
- ◆ High School diploma or equivalent.
- ◆ 5 years of experience in an executive assistant or leadership role.

SKILLS, KNOWLEDGE AND ABILITIES:

- ◆ Synthesize large volumes of data by interpreting and evaluating.
- ◆ Exercise initiative and ingenuity to solve difficult and complex problems.
- ◆ Establish and maintain effective community relations.
- ◆ Advocate effectively on behalf of the county's interest.

- ◆ Gain and maintain confidence and cooperation of elected and/or appointed officials the public.

WORKING CONDITIONS:

Work is typically performed indoors.

Occasional travel will be necessary.

Must be able to cope with situations that involve stress.

This position had continual exposure to the computer monitor.

PHYSICAL REQUIREMENTS:

Generally, this position requires light lifting, usually between 10-25 pounds occasionally.

COS will be sedentary at times, but also requires standing, bending, stooping and stretching.



**ERATH COUNTY COMMISSIONER'S COURT
APPROVED HOLIDAYS FOR 2024 CALENDAR YEAR**

Monday, January 1	New Year's Day
Monday, January 15	Martin Luther King Day
Monday, February 19	Presidents' Day
Friday, March 29	Good Friday
Monday, May 27	Memorial Day
Thursday, July 4	Independence Day
Monday, September 2	Labor Day
Monday, October 14	Columbus Day
Monday, November 11	Veterans Day
Thursday, November 28	Thanksgiving Holiday
Friday, November 29	Thanksgiving Holiday
Tuesday, December 24	Christmas Holiday
Wednesday, December 25	Christmas Holiday

13 paid Holidays x 8 Hour Day = 104 Hours

Employees have 30 days from the holiday to take time off; otherwise, the hours are lost without pay. The only exception is for emergency services personnel, and they have 180 days to take time off; otherwise, the hours are lost without pay.

Approved in Commissioner's Court on

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/11/2023

FY 2023

DEPARTMENT:

EMS

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

 x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
R & M Vehicle	540-4540	140.00	
R & M Equipment	540-4500		140.00
Disability	540-2060	5.00	
Insurance - Workers Comp	540-2040		5.00

Reason for transfer:

Balance line items

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

FY 2023

DEPARTMENT:

EMS

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
~~546~~ Uniforms	546.3300	400 ⁰⁰	
Gas - Fuel	540.4250		3400 ⁰⁰
Ambulance Supply	546.2100	2000	
Supplies	546.3100	1000	

Reason for transfer:

Balance line items

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Records Management

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Professional Services	031-426-4000	50,000.00	
Contingency	031-426-4990		50,000.00

Reason for transfer:

Transfer from Contingency to Professional Services to pay for Kofile preservation
imaging services

Requested by:


Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:


County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Law Library

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

 x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Online Resources	025-476-4230	800.00	
Publications	025-476-4370		800.00

Reason for transfer:

Cover remaining year end expenses

Requested by:

Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Treasurer

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Telephone	010-497-4200	130.00	
Contingency	010-497-4990		130.00

Reason for transfer:

Cover remaining year end expenses

Requested by:

Angie Shaver
Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:

BH

County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

X This request is a line item transfer of previously budgeted funds.

BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Justice of the Peace 2

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Lease Equipment	010-456-4600	100.00	
Contingency	010-456-4990		100.00

Reason for transfer:

Cover remaining year end expenses

Requested by:


Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

25 BH
9-21-23
Date

Attest:


County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds are/are not available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Non-Departmental

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

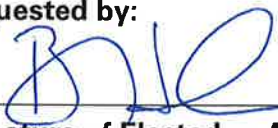
I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Fees	010-409-4810	500.00	
Lease Equipment	010-409-4600	600.00	
Contingency	010-409-4990		1,100.00

Reason for transfer:

Cover negative lines

Requested by:


Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023
Date

Attest:


County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

County Clerk

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Continuing Education	010-403-4150	50.00	
Contingency	010-403-4990		50.00

Reason for transfer:

Cover remaining year end expenses

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

09-21-23

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS

DATE REQUESTED:

9/12/2023

FY 2023

DEPARTMENT:

Environmental Control

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

☒ x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Supplies	010-600-3100	700.00	
Contingency	010-600-4990		700.00

Reason for transfer:

Purchase office supplies / shredder

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

☐ We have reviewed this request and reserve funds **are/are not** available to fund this request.

☒ This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9-12-23

FY 2023

DEPARTMENT:

Road + Bridge Shop

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

 x

*This request is in addition to the total budget.

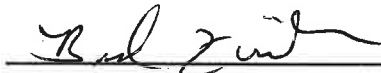
I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Contingency	020-610-4990		\$000 ⁰⁰
R + M	020-610-4500	\$000 ⁰⁰	

Reason for transfer:

low in Account

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/18/2023

FY 2023

DEPARTMENT:

Justice of the Peace 1

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

 x

*This request is in addition to the total budget.

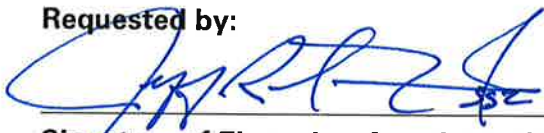
I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
Telephone	010-455-4200	45.00	
Mileage Reimbursement	010-455-4284	200.00	
Lease Equipment	010-455-4600	45.00	
Contingency	010-455-4990		290.00

Reason for transfer:

Cover remaining year's expenses

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:



County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

**BUDGET LINE ITEM TRANSFER / AMENDMENT REQUEST
ERATH COUNTY, TEXAS**

DATE REQUESTED:

9/21/2023

FY 2023

DEPARTMENT:

Vol Fire Dept

TO: County Judge and Commissioner's Court of Erath County, Texas

Check One: *This request is a line item transfer only.

x

*This request is in addition to the total budget.

I request that the following items be amended on my department's current year budget:

NAME OF ACCOUNT	ACCOUNT #	AMOUNT TO INCREASE	AMOUNT TO DECREASE
IT - Software / Hardware	010-543-4900	100.00	
Mileage Reimbursement	010-543-4284		100.00

Reason for transfer:

Cover remaining year end expenses

Requested by:



Signature of Elected or Appointed Official

Approved by Commissioner's Court on:

9-25-2023

Date

Attest:


County Judge

***Review Required for All Budget Requests:**

 We have reviewed this request and reserve funds **are/are not** available to fund this request.

 X This request is a line item transfer of previously budgeted funds.

Commissioner's Court 9-25-2023

AUG 2023 FUELMAN	30,615.68
COUNTY INDIGENT HEALTHCARE SEPT 2023	82,366.50
RECURRING PAYABLES 09152023	36,237.67
COMMISSIONERS COURT 09252023	287,659.31
09302023 CELL PHONE REIMBURSEMENT	8,715.00

TOTAL	445,594.16
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Erath County, TX

Expense Approval Register

Packet: APPKT01626 - AUG 2023 FUELMAN

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: FUELMAN FLEET PROGRAM							
FUELMAN FLEET PROGRAM	09/20/2023	00746	08/18/2023	2023-2024 TEXAS ELECTION	029-490-3100	SUPPLIES	174.35
FUELMAN FLEET PROGRAM	09/20/2023	10001249458035	08/28/2023	QUICKBOOKS - AGRILIFE	010-665-3100	SUPPLIES	31.98
FUELMAN FLEET PROGRAM	09/20/2023	100775677	08/07/2023	JAMF SUBSCRIPTION	010-560-4200	TELEPHONE	118.00
FUELMAN FLEET PROGRAM	09/20/2023	10331437-2035	08/16/2023	QTY 100 1.75" CUSTOM SO	010-580-3100	SUPPLIES	527.25
FUELMAN FLEET PROGRAM	09/20/2023	1129	08/28/2023	SUPPLIES FOR STATE OF THE	010-409-3100	SUPPLIES	139.04
FUELMAN FLEET PROGRAM	09/20/2023	1135670639	08/03/2023	SMALL ANIMAL TRANSPOR	010-560-3900	SUPPLIES - ESTRAY	649.49
FUELMAN FLEET PROGRAM	09/20/2023	172257	08/08/2023	UTILITY CART FOR ANNEX III	010-516-3100	SUPPLIES	264.94
FUELMAN FLEET PROGRAM	09/20/2023	176983	09/06/2023	WEATHERPROOF PORTABLE	010-455-3100	SUPPLIES	59.99
FUELMAN FLEET PROGRAM	09/20/2023	18610	08/21/2023	GOOSENECK HITCHES FOR T	010-560-3900	SUPPLIES - ESTRAY	700.00
FUELMAN FLEET PROGRAM	09/20/2023	231199	08/17/2023	TDCAA - JOHN TERRILL	010-476-4150	CONTINUING EDUCATION	100.00
FUELMAN FLEET PROGRAM	09/20/2023	231201	08/17/2023	TDCAA - ONLINE TRAINING	010-476-4150	CONTINUING EDUCATION	100.00
FUELMAN FLEET PROGRAM	09/20/2023	231201	08/17/2023	TDCAA - ONLINE TRAINING	010-476-4150	CONTINUING EDUCATION	100.00
FUELMAN FLEET PROGRAM	09/20/2023	232499	09/01/2023	TDCAA ANNUAL MEMBERB	010-475-4150	CONTINUING EDUCATION	85.00
FUELMAN FLEET PROGRAM	09/20/2023	232997	09/06/2023	REGISTRATION-ANGELA SPA	010-475-4150	CONTINUING EDUCATION	350.00
FUELMAN FLEET PROGRAM	09/20/2023	247053963	09/06/2023	UTILITECH 6 FT 3 PRONG AP	010-543-5900	CAPITAL	39.28
FUELMAN FLEET PROGRAM	09/20/2023	247053963	09/06/2023	WATER LINE FOR ICE MAKE	010-543-5900	CAPITAL	14.98
FUELMAN FLEET PROGRAM	09/20/2023	247053963	09/06/2023	WHIRLPOOL 1.7 CUBIC FT	010-543-5900	CAPITAL	209.00
FUELMAN FLEET PROGRAM	09/20/2023	247053963	09/06/2023	WHIRLPOOL 24.6 CUBICE FT	010-543-5900	CAPITAL	1,066.64
FUELMAN FLEET PROGRAM	09/20/2023	247053963	09/06/2023	WHIRLPOOL 30 INCH ELECT	010-543-5900	CAPITAL	581.36
FUELMAN FLEET PROGRAM	09/20/2023	2596692521	08/22/2023	MICROSOFT 365 ANNUAL S	010-495-4900	IT - SOFTWARE/HARDWARE	75.76
FUELMAN FLEET PROGRAM	09/20/2023	300004723	08/01/2023	MEMBERSHIP-COLBY REYN	010-503-4150	CONTINUING EDUCATION	175.00
FUELMAN FLEET PROGRAM	09/20/2023	3058809	08/17/2023	FUSER HPM602 PRINTER	010-403-3100	SUPPLIES	189.95
FUELMAN FLEET PROGRAM	09/20/2023	313419	08/18/2023	TJA MEMBERSHIP DUES - M	010-560-4150	CONTINUING EDUCATION	30.00
FUELMAN FLEET PROGRAM	09/20/2023	3681	08/31/2023	STRING & MARKING FLAGS	021-611-3100	SUPPLIES	32.97
FUELMAN FLEET PROGRAM	09/20/2023	441987	09/06/2023	PAULSEN EMD RECERTIFICA	010-581-4150	CONTINUING EDUCATION	30.00
FUELMAN FLEET PROGRAM	09/20/2023	55	08/22/2023	2 ICE COOLERS	010-560-3900	SUPPLIES - ESTRAY	319.98
FUELMAN FLEET PROGRAM	09/20/2023	686114	08/28/2023	MAIL SERVICES	010-403-3120	POSTAGE	43.85
FUELMAN FLEET PROGRAM	09/20/2023	71743	08/18/2023	WINCH & LIGHTS FOR ESTR	010-560-3900	SUPPLIES - ESTRAY	849.87
FUELMAN FLEET PROGRAM	09/20/2023	78271	08/07/2023	TDCAA-LAW BOOKS & MAN	050-475-3100	SUPPLIES	869.00
FUELMAN FLEET PROGRAM	09/20/2023	8/21-8/24/2023 J BRICKER	09/20/2023	MEALS FOR CONF-JENNIFER	010-560-4150	CONTINUING EDUCATION	133.06
FUELMAN FLEET PROGRAM	09/20/2023	8/21-8/24/2023 J BRICKER	09/20/2023	FUEL FOR TRAVEL TO CONF	010-560-4250	FUEL	144.48
FUELMAN FLEET PROGRAM	09/20/2023	8/29 - 9/1/2023 A SHAWVE	09/20/2023	LODGING-ANGIE SHAWVER-	010-497-4150	CONTINUING EDUCATION	590.14
FUELMAN FLEET PROGRAM	09/20/2023	8/29 - 9/1/2023 A SHAWVE	09/20/2023	MEALS	010-497-4150	CONTINUING EDUCATION	47.02
FUELMAN FLEET PROGRAM	09/20/2023	8/29/2023	09/20/2023	LODGING PAULINE DUKE	010-403-4150	CONTINUING EDUCATION	247.17
FUELMAN FLEET PROGRAM	09/20/2023	8/29-8/31/2023 B HUCKAB	09/20/2023	LODGING-BRANDON HUCK	010-400-4150	CONTINUING EDUCATION	966.06
FUELMAN FLEET PROGRAM	09/20/2023	8/30/2023 CONF	09/20/2023	WANDA GREER LODGING	010-450-4150	CONTINUING EDUCATION	1,180.28
FUELMAN FLEET PROGRAM	09/20/2023	8/30/2023 CONF	09/20/2023	WANDA GREER MEALS	010-450-4150	CONTINUING EDUCATION	34.77

Expense Approval Register

Packet: APPKT01626 - AUG 2023 FUELMAN

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
FUELMAN FLEET PROGRAM	09/20/2023	8/30-9/9/2023 G JONES	09/20/2023	MEAL-FAIRMONT AUSTIN 8	010-403-4150	CONTINUING EDUCATION	29.98
FUELMAN FLEET PROGRAM	09/20/2023	8/30-9/9/2023 G JONES	09/20/2023	MEAL-DUTCHMAN'S HIDE	010-403-4150	CONTINUING EDUCATION	10.99
FUELMAN FLEET PROGRAM	09/20/2023	8/30-9/9/2023 G JONES	09/20/2023	LODGING-GWINDA JONES-T	010-403-4150	CONTINUING EDUCATION	494.34
FUELMAN FLEET PROGRAM	09/20/2023	8/30-9/9/2023 G JONES	09/20/2023	MEAL-IRONWORKS BBQ	010-403-4150	CONTINUING EDUCATION	21.87
FUELMAN FLEET PROGRAM	09/20/2023	82974204	08/31/2023	AUG 2023 JOB POSTINGS	010-409-4180	PERSONNEL COSTS	383.76
FUELMAN FLEET PROGRAM	09/20/2023	9/1/2023	09/20/2023	VALET PARKING	010-560-4150	CONTINUING EDUCATION	193.18
FUELMAN FLEET PROGRAM	09/20/2023	9/18-21/2023 AIRFARE	09/20/2023	AIRFARE-ANGIE SHAWVER-	010-497-4150	CONTINUING EDUCATION	409.80
FUELMAN FLEET PROGRAM	09/20/2023	921697	08/07/2023	CHAIN-SRO @ THREE WAY	010-560-3100	SUPPLIES	76.35
FUELMAN FLEET PROGRAM	09/20/2023	9573	08/23/2023	OFFICE SUPPLIES - INDIGEN	010-645-3100	SUPPLIES	170.86
FUELMAN FLEET PROGRAM	09/20/2023	9573	08/23/2023	TONER - PCT 3	023-613-3100	SUPPLIES	211.95
FUELMAN FLEET PROGRAM	09/20/2023	9914304983	09/20/2023	CANON COLOR PRINTER	010-455-3100	SUPPLIES	379.99
FUELMAN FLEET PROGRAM	09/20/2023	AN1P5B896952	08/17/2023	TEXASBARCLE - J TERRILL	010-476-4150	CONTINUING EDUCATION	545.00
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023	09/20/2023	DIST COURT JURY MEALS	015-435-4831	COURT COSTS	154.88
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023	09/20/2023	DIST COURT JURY MEALS	015-435-4831	COURT COSTS	15.59
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023	09/20/2023	DIST COURT JURY MEALS	015-435-4831	COURT COSTS	17.50
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 CHARGES	09/20/2023	CARD FEES	010-409-4810	FEES	329.45
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 CHARGES	09/20/2023	CARD FEES MONTHLY BILL C	010-409-4810	FEES	467.08
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 CHARGES	09/20/2023	CARD FEES OUT OF NETWO	010-409-4810	FEES	80.00
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 J DUNBAR	09/20/2023	AUG 2023 J DUNBAR CARD	010-561-4250	FUEL	68.48
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 J DUNBAR	09/20/2023	AUG 2023 J DUNBAR CARD	010-561-4960	EXTRADITION	11.45
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 J DUNBAR	09/20/2023	AUG 2023 J DUNBAR CARD	010-561-4960	EXTRADITION	29.42
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 JAIL CARD	09/20/2023	AUG 2023 JAIL CREDIT CAR	010-561-3100	SUPPLIES	12.47
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 JAIL CARD	09/20/2023	AUG 2023 JAIL CREDIT CAR	010-561-3100	SUPPLIES	10.80
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 JAIL CARD	09/20/2023	AUG 2023 JAIL CREDIT CAR	010-561-4150	CONTINUING EDUCATION	56.00
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 JAIL CARD	09/20/2023	AUG 2023 JAIL CREDIT CAR	010-561-4150	CONTINUING EDUCATION	79.00
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 JAIL CARD	09/20/2023	AUG 2023 JAIL CREDIT CAR	010-645-4106	MEDICAL - JAIL	16.43
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 PCT 2 FUEL	09/20/2023	PCT 2 FUEL USAGE	022-612-4250	FUEL	9,631.89
FUELMAN FLEET PROGRAM	09/20/2023	AUG 2023 REBATES	09/20/2023	CUSTOMER REBATES	010-370-9990	REVENUE - OTHER	-248.25
FUELMAN FLEET PROGRAM	09/20/2023	BCC0033581	08/17/2023	COLBY SWEARINGEN-FLIGH	010-540-4150	CONTINUING EDUCATION	385.00
FUELMAN FLEET PROGRAM	09/20/2023	CC7146685	08/31/2023	TIME CLOCK CARDS	010-409-3100	SUPPLIES	959.80
FUELMAN FLEET PROGRAM	09/20/2023	HOBBS LOBBY 8/29/2023	09/20/2023	CUSTOM FRAMING	010-409-3105	SUPPLIES - COUNTY FUNCTI	119.92
FUELMAN FLEET PROGRAM	09/20/2023	INV03258122	08/29/2023	RIGHTWORKS - VOL FIRE	010-543-4900	IT - SOFTWARE/HARDWARE	84.32
FUELMAN FLEET PROGRAM	09/20/2023	J BENNETT 8/6-8/8/2023	09/20/2023	BENNET LODGING - NARC I	010-560-4150	CONTINUING EDUCATION	314.14
FUELMAN FLEET PROGRAM	09/20/2023	J BRICKER 8/23-8/24/2023	09/20/2023	LODGING FOR CRIME RECO	010-560-4150	CONTINUING EDUCATION	389.52
FUELMAN FLEET PROGRAM	09/20/2023	J CAREY 11/14-16/2023	09/20/2023	REGISTRATION-JENNIFER C	010-499-4150	CONTINUING EDUCATION	250.00
FUELMAN FLEET PROGRAM	09/20/2023	JIFFY MART 8/14/2023	08/14/2023	FUEL AGRILIFE	010-665-4150	CONTINUING EDUCATION	42.57
FUELMAN FLEET PROGRAM	09/20/2023	M COATES 8/29-9/1/2023	09/20/2023	LODGING FOR TAC CONFER	010-560-4150	CONTINUING EDUCATION	758.99
FUELMAN FLEET PROGRAM	09/20/2023	NS447514	08/16/2023	MULTIGAS DETECTOR-QUO	010-543-3100	SUPPLIES	1,205.56
FUELMAN FLEET PROGRAM	09/20/2023	QUIKTRIP	08/15/2023	FUEL OFFC BURKE	010-561-4960	EXTRADITION	62.76
FUELMAN FLEET PROGRAM	09/20/2023	QWRPN961671000	09/06/2023	ANNUAL SUBSCRIPTION	010-409-4900	IT - SOFTWARE/HARDWARE	1,000.00
FUELMAN FLEET PROGRAM	09/20/2023	RANDY'S 9/5/2023	09/05/2023	T BOYLE MEAL RECEIPT	010-665-4852	PROGRAMMING	21.24
FUELMAN FLEET PROGRAM	09/20/2023	REGISTER W GREER	09/20/2023	TX DISTRICT COURT ALLIAN	010-450-4150	CONTINUING EDUCATION	52.00
FUELMAN FLEET PROGRAM	09/20/2023	STRIPES 8/9/2023	08/09/2023	FUEL ESTRAY TRUCK	010-560-4250	FUEL	28.04

Expense Approval Register

Packet: APPKT01626 - AUG 2023 FUELMAN

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
FUELMAN FLEET PROGRAM	09/20/2023	T BOYLE 8/6/2023	09/20/2023	TACO JOHNS	010-665-4852	PROGRAMMING	10.90
Vendor FUELMAN FLEET PROGRAM Total:							30,615.68
Grand Total:							30,615.68

Fund Summary

Fund	Expense Amount
010 - GENERAL	19,507.55
015 - JUDICIAL	187.97
021 - PRECINCT - 1	32.97
022 - PRECINCT - 2	9,631.89
023 - PRECINCT - 3	211.95
029 - ELECTIONS - CONTRACTED	174.35
050 - FORFEITURE - COUNTY ATTORNEY	869.00
Grand Total:	30,615.68

Account Summary

Account Number	Account Name	Expense Amount
010-370-9990	REVENUE - OTHER	-248.25
010-400-4150	CONTINUING EDUCATIO	966.06
010-403-3100	SUPPLIES	189.95
010-403-3120	POSTAGE	43.85
010-403-4150	CONTINUING EDUCATIO	804.35
010-409-3100	SUPPLIES	1,098.84
010-409-3105	SUPPLIES - COUNTY FUN	119.92
010-409-4180	PERSONNEL COSTS	383.76
010-409-4810	FEES	876.53
010-409-4900	IT - SOFTWARE/HARDW	1,000.00
010-450-4150	CONTINUING EDUCATIO	1,267.05
010-455-3100	SUPPLIES	439.98
010-475-4150	CONTINUING EDUCATIO	435.00
010-476-4150	CONTINUING EDUCATIO	845.00
010-495-4900	IT - SOFTWARE/HARDW	75.76
010-497-4150	CONTINUING EDUCATIO	1,046.96
010-499-4150	CONTINUING EDUCATIO	250.00
010-503-4150	CONTINUING EDUCATIO	175.00
010-516-3100	SUPPLIES	264.94
010-540-4150	CONTINUING EDUCATIO	385.00
010-543-3100	SUPPLIES	1,205.56
010-543-4900	IT - SOFTWARE/HARDW	84.32
010-543-5900	CAPITAL	1,911.26
010-560-3100	SUPPLIES	76.35
010-560-3900	SUPPLIES - ESTRAY	2,519.34
010-560-4150	CONTINUING EDUCATIO	1,818.89
010-560-4200	TELEPHONE	118.00
010-560-4250	FUEL	172.52
010-561-3100	SUPPLIES	23.27
010-561-4150	CONTINUING EDUCATIO	135.00
010-561-4250	FUEL	68.48

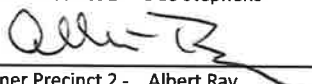
Account Summary		
Account Number	Account Name	Expense Amount
010-561-4960	EXTRADITION	103.63
010-580-3100	SUPPLIES	527.25
010-581-4150	CONTINUING EDUCATIO	30.00
010-645-3100	SUPPLIES	170.86
010-645-4106	MEDICAL - JAIL	16.43
010-665-3100	SUPPLIES	31.98
010-665-4150	CONTINUING EDUCATIO	42.57
010-665-4852	PROGRAMMING	32.14
015-435-4831	COURT COSTS	187.97
021-611-3100	SUPPLIES	32.97
022-612-4250	FUEL	9,631.89
023-613-3100	SUPPLIES	211.95
029-490-3100	SUPPLIES	174.35
050-475-3100	SUPPLIES	869.00
Grand Total:		30,615.68

Project Account Summary	
Project Account Key	Expense Amount
None	30,615.68
Grand Total:	30,615.68

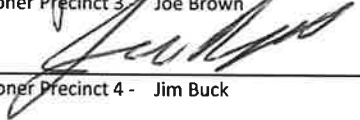
Authorization Signatures


County Judge - Brandon Huckabee


Commissioner Precinct 1 - Dee Stephens


Commissioner Precinct 2 - Albert Ray


Commissioner Precinct 3 - Joe Brown


Commissioner Precinct 4 - Jim Buck



Erath County, TX

Expense Approval Register

Packet: APPKT01622 - CO INDIGENT HEALTHCARE SEPT 2023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: CLINICAL SOLUTIONS PHARMACY							
CLINICAL SOLUTIONS PHAR	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - PRESCRIPTIONS	010-645-4106	MEDICAL - JAIL	1,440.35
Vendor CLINICAL SOLUTIONS PHARMACY Total:							1,440.35
Vendor: CROSS TIMBERS IMAGING							
CROSS TIMBERS IMAGING	09/18/2023	CIHCP SEPT 2023	09/18/2023	LAB/X-RAY	010-645-4105	MEDICAL - INDIGENT	174.82
CROSS TIMBERS IMAGING	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - LAB/X-RAY	010-645-4106	MEDICAL - JAIL	291.36
Vendor CROSS TIMBERS IMAGING Total:							466.18
Vendor: CROSS TIMBERS ORTHOPAEDICS							
CROSS TIMBERS ORTHOPAE	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - LAB/X-RAY	010-645-4106	MEDICAL - JAIL	26.73
Vendor CROSS TIMBERS ORTHOPAEDICS Total:							26.73
Vendor: DPT PHYSICAL THERAPY AND PERFORMANCES							
DPT PHYSICAL THERAPY AN	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	646.44
Vendor DPT PHYSICAL THERAPY AND PERFORMANCES Total:							646.44
Vendor: EPIPHANY DERMATOLOGY							
EPIPHANY DERMATOLOGY	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	98.64
Vendor EPIPHANY DERMATOLOGY Total:							98.64
Vendor: EYE CARE CONSULTANTS							
EYE CARE CONSULTANTS	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - PHYSICIAN SERVICES	010-645-4106	MEDICAL - JAIL	958.09
Vendor EYE CARE CONSULTANTS Total:							958.09
Vendor: FAMILY AND FRIENDS ORTHOPEDICS PLLC							
FAMILY AND FRIENDS ORTH	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	346.14
Vendor FAMILY AND FRIENDS ORTHOPEDICS PLLC Total:							346.14
Vendor: GARCIA CLINICAL LABORATORY, I							
GARCIA CLINICAL LABORAT	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - LAB/X-RAY	010-645-4106	MEDICAL - JAIL	100.50
Vendor GARCIA CLINICAL LABORATORY, I Total:							100.50
Vendor: GLEN ROSE HEALTHCARE INC							
GLEN ROSE HEALTHCARE IN	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - PHYSICIAN SERVICES	010-645-4106	MEDICAL - JAIL	528.19
Vendor GLEN ROSE HEALTHCARE INC Total:							528.19
Vendor: HOOD MEDICAL GROUP, INC.							
HOOD MEDICAL GROUP, IN	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	573.83
Vendor HOOD MEDICAL GROUP, INC. Total:							573.83
Vendor: INTEGRATED PRESCRIPTION MANAG							
INTEGRATED PRESCRIPTION	09/18/2023	CIHCP SEPT 2023	09/18/2023	PRESCRIPTION DRUGS	010-645-4105	MEDICAL - INDIGENT	1,263.39
Vendor INTEGRATED PRESCRIPTION MANAG Total:							1,263.39

Expense Approval Register

Packet: APPKT01622 - CO INDIGENT HEALTHCARE SEPT 2023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: LAKE GRANBURY MEDICAL CENTER							
LAKE GRANBURY MEDICAL	09/18/2023	CIHCP SEPT 2023	09/18/2023	HOSPITAL OUT-PATIENT	010-645-4105	MEDICAL - INDIGENT	3,005.01
Vendor LAKE GRANBURY MEDICAL CENTER Total:							3,005.01
Vendor: NANETTE V EVANS MD,PA							
NANETTE V EVANS MD,PA	09/18/2023	CIHCP SEPT 2023	09/18/2023	LAB/X-RAY	010-645-4105	MEDICAL - INDIGENT	20.32
Vendor NANETTE V EVANS MD,PA Total:							20.32
Vendor: QUEST DIAGNOSTIC							
QUEST DIAGNOSTIC	09/18/2023	CIHCP SEPT 2023	09/18/2023	LAB/X-RAY	010-645-4105	MEDICAL - INDIGENT	15.40
Vendor QUEST DIAGNOSTIC Total:							15.40
Vendor: QUESTCARE HOSPITALISTS, PLLC							
QUESTCARE HOSPITALISTS,	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	72.15
Vendor QUESTCARE HOSPITALISTS, PLLC Total:							72.15
Vendor: STEPHENVILLE FAMILY DENISTRY,							
STEPHENVILLE FAMILY DENI	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - PHYSICIAN SERVICES	010-561-4968	INMATE - DENTAL	1,366.00
Vendor STEPHENVILLE FAMILY DENISTRY, Total:							1,366.00
Vendor: STEPHENVILLE SPORTS REHAB & P							
STEPHENVILLE SPORTS REH	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	356.07
Vendor STEPHENVILLE SPORTS REHAB & P Total:							356.07
Vendor: SYMPHONY DIAGNOSTIC/MOBILEXUS							
SYMPHONY DIAGNOSTIC/M	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - LAB/X-RAY	010-645-4106	MEDICAL - JAIL	138.00
Vendor SYMPHONY DIAGNOSTIC/MOBILEXUS Total:							138.00
Vendor: TEXAS HEALTH CARE PLLC							
TEXAS HEALTH CARE PLLC	09/18/2023	CIHCP SEPT 2023	09/18/2023	LAB/X-RAY	010-645-4105	MEDICAL - INDIGENT	19.51
Vendor TEXAS HEALTH CARE PLLC Total:							19.51
Vendor: TEXAS HEALTH PHYSICIANS GROUP							
TEXAS HEALTH PHYSICIANS	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	72.15
Vendor TEXAS HEALTH PHYSICIANS GROUP Total:							72.15
Vendor: TEXAS HEALTH STEPHENVILLE							
TEXAS HEALTH STEPHENVIL	09/18/2023	CIHCP SEPT 2023	09/18/2023	HOSPITAL IN-PATIENT	010-645-4105	MEDICAL - INDIGENT	56,027.17
TEXAS HEALTH STEPHENVIL	09/18/2023	CIHCP SEPT 2023	09/18/2023	HOSPITAL OUT-PATIENT	010-645-4105	MEDICAL - INDIGENT	1,448.54
TEXAS HEALTH STEPHENVIL	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - HOSPITAL OUT-PATIENT	010-645-4106	MEDICAL - JAIL	5,030.07
TEXAS HEALTH STEPHENVIL	09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - HOSPITAL IN-PATIENT	010-645-4106	MEDICAL - JAIL	8,060.18
Vendor TEXAS HEALTH STEPHENVILLE Total:							70,565.96
Vendor: TEXAS MEDICINE RESOURCES, LLP							
TEXAS MEDICINE RESOURC	09/18/2023	CIHCP SEPT 2023	09/18/2023	PHYSICIAN SERVICES	010-645-4105	MEDICAL - INDIGENT	107.42
Vendor TEXAS MEDICINE RESOURCES, LLP Total:							107.42

Expense Approval Register

Vendor Name		Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: TEXAS RADIOLOGY ASSOC LLP								
TEXAS RADIOLOGY ASSOC L		09/18/2023	CIHCP SEPT 2023	09/18/2023	JAIL - LAB/X-RAY	010-645-4106	MEDICAL - JAIL	180.03
Vendor TEXAS RADIOLOGY ASSOC LLP Total:								180.03
Grand Total:								82,366.50

Expense Approval Register

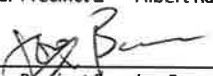
Packet: APPKT01618 - RECURRING PAYABLES 09152023



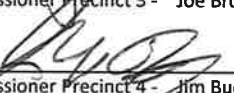
Commissioner Precinct 1 - Dee Stephens



Commissioner Precinct 2 - Albert Ray



Commissioner Precinct 3 - Joe Brown



Commissioner Precinct 4 - Jim Buck



Erath County, TX

Expense Approval Register

Packet: APPKT01618 - RECURRING PAYABLES 09152023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: ATMOS ENERGY CORPORATION, INC							
ATMOS ENERGY CORPORATI	09/15/2023	PCT 2 9/2023	09/15/2023	ACCOUNT 3035190274 8/5	022-612-4400	UTILITIES	67.33
Vendor ATMOS ENERGY CORPORATION, INC Total:							67.33
Vendor: CASA FOR THE CROSS TIMBERS AR							
CASA FOR THE CROSS TIMB	09/15/2023	9/12-9/14/2023	09/15/2023	JUROR DONATIONS	015-426-4833	JUROR - DONATIONS	120.00
Vendor CASA FOR THE CROSS TIMBERS AR Total:							120.00
Vendor: CROSS TIMBERS FAMILY SERVICES							
CROSS TIMBERS FAMILY SER	09/15/2023	9/12-9/14/2023	09/15/2023	JUROR DONATIONS	015-426-4833	JUROR - DONATIONS	160.00
Vendor CROSS TIMBERS FAMILY SERVICES Total:							160.00
Vendor: EASTLAND COUNTY SHERIFF OFFICE							
EASTLAND COUNTY SHERIF	09/15/2023	CV36991	09/07/2023	CV36991	010-208-0000	DUE TO AGENCY	180.00
Vendor EASTLAND COUNTY SHERIFF OFFICE Total:							180.00
Vendor: ELEVENTH COURT OF APPEALS							
ELEVENTH COURT OF APPE	09/15/2023	AUGUST 2023	09/15/2023	APPELLATE JUDICIAL FUND-	010-208-4000	COUNTY CLERK	170.00
ELEVENTH COURT OF APPE	09/15/2023	AUGUST 2023	09/15/2023	APPELLATE JUDICIAL FUND-	010-208-7000	DISTRICT CLERK	270.00
Vendor ELEVENTH COURT OF APPEALS Total:							440.00
Vendor: ENTERPRISE FM TRUST							
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-516-4660	LEASE - VEHICLES	1,320.21
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-540-4660	LEASE - VEHICLES	3,161.72
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-550-4660	LEASE - VEHICLES	655.78
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-552-4660	LEASE - VEHICLES	622.46
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE PATROL	010-560-4660	LEASE - VEHICLES	23,997.05
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-561-4660	LEASE - VEHICLES	1,177.00
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	010-665-4660	LEASE - VEHICLES	1,251.91
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	022-612-4660	LEASE - VEHICLES	743.36
ENTERPRISE FM TRUST	09/15/2023	FBN4823730	09/06/2023	MONTHLY LEASE	023-613-4660	LEASE - VEHICLES	867.53
Vendor ENTERPRISE FM TRUST Total:							33,797.02
Vendor: ERATH CO CHILD WELFARE BOARD							
ERATH CO CHILD WELFARE	09/15/2023	9/12-9/14/2023	09/15/2023	JUROR DONATIONS	015-426-4833	JUROR - DONATIONS	220.00
Vendor ERATH CO CHILD WELFARE BOARD Total:							220.00
Vendor: ERATH COUNTY TREASURER							
ERATH COUNTY TREASURER	09/15/2023	9/12-9/14/2023	09/15/2023	COUNTY COURT AT LAW	010-102-0000	PETTY CASH	640.00
Vendor ERATH COUNTY TREASURER Total:							640.00

Expense Approval Register

Packet: APPKT01618 - RECURRING PAYABLES 09152023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: HOOD CO CONSTABLE PCT 1							
HOOD CO CONSTABLE PCT	09/15/2023	CV37272	09/14/2023	CV37272	010-208-0000	DUE TO AGENCY	90.00
Vendor HOOD CO CONSTABLE PCT 1 Total:							90.00
Vendor: PITNEY BOWES BANK INC PURCHASE POWER							
PITNEY BOWES BANK INC P	09/15/2023	SHERIFF 8/2023	09/15/2023	ACCOUNT 8000-9090-1125-	010-409-4810	FEES	51.35
PITNEY BOWES BANK INC P	09/15/2023	SHERIFF 8/2023	09/15/2023	ACCOUNT 8000-9090-1125-	010-560-3120	POSTAGE	260.00
PITNEY BOWES BANK INC P	09/15/2023	TAX 9/2023	09/15/2023	ACCOUNT 8000-9090-0962-	010-409-4810	FEES	33.64
Vendor PITNEY BOWES BANK INC PURCHASE POWER Total:							344.99
Vendor: REPUBLIC SERVICES							
REPUBLIC SERVICES	09/15/2023	0058-001255468	08/31/2023	WAST SERVICES PCT 4	024-614-4400	UTILITIES	178.33
Vendor REPUBLIC SERVICES Total:							178.33
Grand Total:							36,237.67

Fund Summary

Fund	Expense Amount
010 - GENERAL	33,881.12
015 - JUDICIAL	500.00
022 - PRECINCT - 2	810.69
023 - PRECINCT - 3	867.53
024 - PRECINCT - 4	178.33
Grand Total:	36,237.67

Account Summary

Account Number	Account Name	Expense Amount
010-102-0000	PETTY CASH	640.00
010-208-0000	DUE TO AGENCY	270.00
010-208-4000	COUNTY CLERK	170.00
010-208-7000	DISTRICT CLERK	270.00
010-409-4810	FEES	84.99
010-516-4660	LEASE - VEHICLES	1,320.21
010-540-4660	LEASE - VEHICLES	3,161.72
010-550-4660	LEASE - VEHICLES	655.78
010-552-4660	LEASE - VEHICLES	622.46
010-560-3120	POSTAGE	260.00
010-560-4660	LEASE - VEHICLES	23,997.05
010-561-4660	LEASE - VEHICLES	1,177.00
010-665-4660	LEASE - VEHICLES	1,251.91
015-426-4833	JUROR - DONATIONS	500.00
022-612-4400	UTILITIES	67.33
022-612-4660	LEASE - VEHICLES	743.36
023-613-4660	LEASE - VEHICLES	867.53
024-614-4400	UTILITIES	178.33
Grand Total:		36,237.67

Project Account Summary

Project Account Key	Expense Amount
None	36,237.67
Grand Total:	36,237.67

Authorization Signatures


County Judge - Brandon Muckabee

Fund Summary

Fund	Expense Amount
010 - GENERAL	82,366.50
Grand Total:	82,366.50

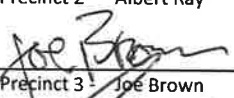
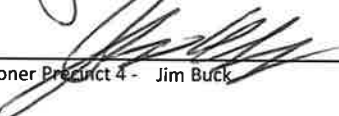
Account Summary

Account Number	Account Name	Expense Amount
010-561-4968	INMATE - DENTAL	1,366.00
010-645-4105	MEDICAL - INDIGENT	64,247.00
010-645-4106	MEDICAL - JAIL	16,753.50
Grand Total:		82,366.50

Project Account Summary

Project Account Key	Expense Amount
None	82,366.50
Grand Total:	82,366.50

Authorization Signatures


County Judge - Brandon Huckabee
Commissioner Precinct 1 - Dee Stephens
Commissioner Precinct 2 - Albert Ray
Commissioner Precinct 3 - Joe Brown
Commissioner Precinct 4 - Jim Buck



Erath County, TX

Expense Approval Register

Packet: APPKT01623 - 09302023 CELL PHONE REIMBURSEMENT

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: ALBERT RAY							
ALBERT RAY	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor ALBERT RAY Total:	210.00
Vendor: ANDREA BROOKS							
ANDREA BROOKS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-665-4200	TELEPHONE	210.00
						Vendor ANDREA BROOKS Total:	210.00
Vendor: ANGIE SHAWVER							
ANGIE SHAWVER	09/20/2023	3/30/2023	09/20/2023	3/30/2023 CELL PHONE REI	010-497-4200	TELEPHONE	105.00
ANGIE SHAWVER	09/20/2023	9/30/2023	09/20/2023	9/30/2023 CELL PHONE REI	010-497-4200	TELEPHONE	210.00
						Vendor ANGIE SHAWVER Total:	315.00
Vendor: BANDY MILLER							
BANDY MILLER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	020-610-4200	TELEPHONE	35.00
						Vendor BANDY MILLER Total:	35.00
Vendor: BRAD FINCHER							
BRAD FINCHER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	020-610-4200	TELEPHONE	210.00
						Vendor BRAD FINCHER Total:	210.00
Vendor: BRENT WOLF							
BRENT WOLF	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor BRENT WOLF Total:	210.00
Vendor: CHRIS BROOKS							
CHRIS BROOKS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-543-4200	TELEPHONE	210.00
						Vendor CHRIS BROOKS Total:	210.00
Vendor: CHUCK PERRY							
CHUCK PERRY	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor CHUCK PERRY Total:	210.00
Vendor: DAVID GRIFFIN							
DAVID GRIFFIN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor DAVID GRIFFIN Total:	210.00
Vendor: JAMES SHADDEN							
JAMES SHADDEN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor JAMES SHADDEN Total:	210.00
Vendor: JASON SCHIPPER							
JASON SCHIPPER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-550-4200	TELEPHONE	210.00
						Vendor JASON SCHIPPER Total:	210.00

Expense Approval Register

Packet: APPKT01623 - 09302023 CELL PHONE REIMBURSEMENT

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: JIM BUCK							
JIM BUCK	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor JIM BUCK Total:	210.00
Vendor: JOE BROWN							
JOE BROWN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor JOE BROWN Total:	210.00
Vendor: JOEL SHAWVER							
JOEL SHAWVER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor JOEL SHAWVER Total:	210.00
Vendor: JOHNNY HART							
JOHNNY HART	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor JOHNNY HART Total:	210.00
Vendor: JOHNNY MCCLATCHY							
JOHNNY MCCLATCHY	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor JOHNNY MCCLATCHY Total:	210.00
Vendor: JONATHAN HENDRIX							
JONATHAN HENDRIX	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor JONATHAN HENDRIX Total:	210.00
Vendor: JONATHAN WALDEN							
JONATHAN WALDEN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-480-4200	TELEPHONE	175.00
						Vendor JONATHAN WALDEN Total:	175.00
Vendor: JUDGE BLAKE THOMPSON							
JUDGE BLAKE THOMPSON	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-426-4200	TELEPHONE	210.00
						Vendor JUDGE BLAKE THOMPSON Total:	210.00
Vendor: KERRY LUTTRELL							
KERRY LUTTRELL	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor KERRY LUTTRELL Total:	210.00
Vendor: KEVIN MCLEAREN							
KEVIN MCLEAREN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	020-610-4200	TELEPHONE	210.00
						Vendor KEVIN MCLEAREN Total:	210.00
Vendor: KEVIN ROSS							
KEVIN ROSS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor KEVIN ROSS Total:	210.00
Vendor: LAWRENCE THOMPSON							
LAWRENCE THOMPSON	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor LAWRENCE THOMPSON Total:	210.00
Vendor: LINDSEY MERRIMAN							
LINDSEY MERRIMAN	09/13/2023	9/30/2023	09/13/2023	9/30/2023 CELL PHONE REI	010-405-4200	TELEPHONE	210.00
						Vendor LINDSEY MERRIMAN Total:	210.00

Expense Approval Register

Packet: APPKT01623 - 09302023 CELL PHONE REIMBURSEMENT

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: LONNIE JENSCHKE							
LONNIE JENSCHKE	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-665-4200	TELEPHONE	210.00
						Vendor LONNIE JENSCHKE Total:	210.00
Vendor: MARK CAREY							
MARK CAREY	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor MARK CAREY Total:	210.00
Vendor: MEMPHIS BAYS							
MEMPHIS BAYS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor MEMPHIS BAYS Total:	210.00
Vendor: MICHAEL DUKE							
MICHAEL DUKE	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor MICHAEL DUKE Total:	210.00
Vendor: MICHAEL MITCHELL							
MICHAEL MITCHELL	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor MICHAEL MITCHELL Total:	210.00
Vendor: MONTY CAREY							
MONTY CAREY	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor MONTY CAREY Total:	210.00
Vendor: PAUL REDDELL							
PAUL REDDELL	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor PAUL REDDELL Total:	210.00
Vendor: RAYMOND FOWLER							
RAYMOND FOWLER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor RAYMOND FOWLER Total:	210.00
Vendor: REG HILBURN							
REG HILBURN	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE	210.00
						Vendor REG HILBURN Total:	210.00
Vendor: ROBERT D STEPHENS							
ROBERT D STEPHENS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor ROBERT D STEPHENS Total:	210.00
Vendor: ROBERT PACK							
ROBERT PACK	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	024-614-4200	TELEPHONE	210.00
						Vendor ROBERT PACK Total:	210.00
Vendor: SCOTTY WHITEFIELD							
SCOTTY WHITEFIELD	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE	210.00
						Vendor SCOTTY WHITEFIELD Total:	210.00
Vendor: SHERMAN EDWARDS							
SHERMAN EDWARDS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE	210.00
						Vendor SHERMAN EDWARDS Total:	210.00

Expense Approval Register

Packet: APPKT01623 - 09302023 CELL PHONE REIMBURSEMENT						
Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name Amount
Vendor: THOMAS BOYLE						
THOMAS BOYLE	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-665-4200	TELEPHONE 210.00
						Vendor THOMAS BOYLE Total: 210.00
Vendor: TOBY FINCANNON						
TOBY FINCANNON	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	022-612-4200	TELEPHONE 210.00
						Vendor TOBY FINCANNON Total: 210.00
Vendor: TONJA HILZER						
TONJA HILZER	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	010-426-4200	TELEPHONE 210.00
						Vendor TONJA HILZER Total: 210.00
Vendor: TRACY WILCOXON						
TRACY WILCOXON	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	023-613-4200	TELEPHONE 210.00
						Vendor TRACY WILCOXON Total: 210.00
Vendor: WESLEY SPARKS						
WESLEY SPARKS	09/08/2023	9/30/2023	09/08/2023	9/30/2023 CELL PHONE REI	021-611-4200	TELEPHONE 210.00
						Vendor WESLEY SPARKS Total: 210.00
						Grand Total: 8,715.00

Fund Summary

Fund	Expense Amount
010 - GENERAL	2,170.00
020 - ROAD & BRIDGE	455.00
021 - PRECINCT - 1	1,470.00
022 - PRECINCT - 2	1,680.00
023 - PRECINCT - 3	1,470.00
024 - PRECINCT - 4	1,470.00
Grand Total:	8,715.00

Account Summary

Account Number	Account Name	Expense Amount
010-405-4200	TELEPHONE	210.00
010-426-4200	TELEPHONE	420.00
010-480-4200	TELEPHONE	175.00
010-497-4200	TELEPHONE	315.00
010-543-4200	TELEPHONE	210.00
010-550-4200	TELEPHONE	210.00
010-665-4200	TELEPHONE	630.00
020-610-4200	TELEPHONE	455.00
021-611-4200	TELEPHONE	1,470.00
022-612-4200	TELEPHONE	1,680.00
023-613-4200	TELEPHONE	1,470.00
024-614-4200	TELEPHONE	1,470.00
Grand Total:		8,715.00

Project Account Summary

Project Account Key	Expense Amount
None	8,715.00
Grand Total:	8,715.00

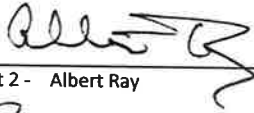
Authorization Signatures


County Judge - Brandon Huckabee

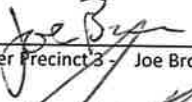

Commissioner Precinct 1 - Dee Stephens

Expense Approval Register

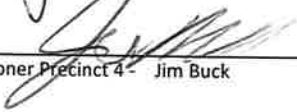
Packet: APPKT01623 - 09302023 CELL PHONE REIMBURSEMENT



Commissioner Precinct 2 - Albert Ray



Commissioner Precinct 3 - Joe Brown



Commissioner Precinct 4 - Jim Buck



Erath County, TX

Expense Approval Register

Packet: APPKT01633 - RECURRING PAYABLES 10012023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: ALADTEC INC ALADTEC INC	10/01/2023	INV00289421	10/01/2023	INV 8/17/2023 ANNUAL SU	010-540-4900	IT - SOFTWARE/HARDWARE	3,195.00
						Vendor ALADTEC INC Total:	3,195.00
Vendor: IDEAGEN INC IDEAGEN INC	10/01/2023	INV6-00000081	10/01/2023	ANNUAL SOFTWARE	010-495-4900	IT - SOFTWARE/HARDWARE	2,499.94
						Vendor IDEAGEN INC Total:	2,499.94
Vendor: IMAGETEK IMAGETEK	10/01/2023	3092	10/01/2023	INV 8/1/2023 ANNUAL SUB	032-403-4900	IT - SOFTWARE/HARDWARE	1,925.00
						Vendor IMAGETEK Total:	1,925.00
Vendor: JOHNSON CONTROLS FIRE PROTECT JOHNSON CONTROLS FIRE P	10/01/2023	23733868	10/01/2023	INV 9/4 ANNUAL ALARM &	010-409-4600	LEASE - EQUIPMENT	696.09
						Vendor JOHNSON CONTROLS FIRE PROTECT Total:	696.09
Vendor: LEADSONLINE LEADSONLINE	10/01/2023	406742	10/01/2023	INV 8/15 ANNUAL SUBSCRI	010-560-4900	IT - SOFTWARE/HARDWARE	1,970.00
						Vendor LEADSONLINE Total:	1,970.00
Vendor: LKCM RADIO GROUP LP LKCM RADIO GROUP LP	10/01/2023	2023-08182023	10/01/2023	ANNUAL FEE	010-581-4400	UTILITIES	498.00
						Vendor LKCM RADIO GROUP LP Total:	498.00
Vendor: NETPROTEC LLC NETPROTEC LLC	10/01/2023	3673	10/01/2023	VIDEO MAGISTRATE SERVIC	010-400-4900	IT - SOFTWARE/HARDWARE	150.00
NETPROTEC LLC	10/01/2023	3673	10/01/2023	VIDEO MAGISTRATE SERVIC	010-455-4900	IT - SOFTWARE/HARDWARE	150.00
NETPROTEC LLC	10/01/2023	3673	10/01/2023	VIDEO MAGISTRATE SERVIC	010-456-4900	IT - SOFTWARE/HARDWARE	150.00
						Vendor NETPROTEC LLC Total:	450.00
Vendor: NORTH CENTRAL TEXAS TRAUMA RE NORTH CENTRAL TEXAS TR	10/01/2023	7168	10/01/2023	NON METRO EMS GROUND	010-540-3102	SUPPLIES - AMBULANCE	450.00
						Vendor NORTH CENTRAL TEXAS TRAUMA RE Total:	450.00
Vendor: SOUTHERN HEALTH PARTNERS, INC SOUTHERN HEALTH PARTNE	10/01/2023	BASE48292	10/01/2023	OCT 2023 BASE	010-645-4102	MEDICAL - CONTRACTED	12,936.33
						Vendor SOUTHERN HEALTH PARTNERS, INC Total:	12,936.33
Vendor: TAC - EDUCATION DEPT TAC - EDUCATION DEPT	10/01/2023	248071	10/01/2023	101ST ANNUAL CICA CONF	022-612-4150	CONTINUING EDUCATION	275.00
						Vendor TAC - EDUCATION DEPT Total:	275.00
Vendor: TEXAS ASSOCIATION OF COUNTIES TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-409-4806	INSURANCE - LIABILITY	9,522.00

Expense Approval Register

Packet: APPKT01633 - RECURRING PAYABLES 10012023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-409-4807	INSURANCE - PUBLIC OFFICI	20,698.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-476-4808	INSURANCE - VEHICLE	343.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-516-4808	INSURANCE - VEHICLE	1,800.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-540-4808	INSURANCE - VEHICLE	8,927.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-544-4808	INSURANCE - VEHICLE	500.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-550-4808	INSURANCE - VEHICLE	800.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-552-4808	INSURANCE - VEHICLE	800.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-560-4806	INSURANCE - LIABILITY	42,984.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-560-4808	INSURANCE - VEHICLE	40,505.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-561-4808	INSURANCE - VEHICLE	614.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-580-4808	INSURANCE - VEHICLE	343.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	010-600-4808	INSURANCE - VEHICLE	686.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	020-610-4808	INSURANCE - VEHICLE	3,390.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	021-611-4807	INSURANCE - PUBLIC OFFICI	1,400.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	021-611-4808	INSURANCE - VEHICLE	8,147.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	022-612-4807	INSURANCE - PUBLIC OFFICI	1,400.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	022-612-4808	INSURANCE - VEHICLE	9,256.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	023-613-4807	INSURANCE - PUBLIC OFFICI	1,400.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	023-613-4808	INSURANCE - VEHICLE	11,333.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	024-614-4807	INSURANCE - PUBLIC OFFICI	1,400.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	024-614-4808	INSURANCE - VEHICLE	8,698.00
TEXAS ASSOCIATION OF CO	10/01/2023	41629	10/01/2023	AUTO LIABILITY, AUTO, GEN	250-574-4808	INSURANCE - VEHICLE	520.00
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	010-409-2040	INSURANCE - WORKERS CO	16,390.47
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	010-540-2040	INSURANCE - WORKERS CO	3,025.93
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	020-610-2040	INSURANCE - WORKERS CO	630.40
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	021-611-2040	INSURANCE - WORKERS CO	2,193.80
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	022-612-2040	INSURANCE - WORKERS CO	2,193.80
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	023-613-2040	INSURANCE - WORKERS CO	2,193.80
TEXAS ASSOCIATION OF CO	10/01/2023	NRCN-37840-WC4	10/01/2023	4TH QUARTER WORKER'S C	024-614-2040	INSURANCE - WORKERS CO	2,193.80
Vendor TEXAS ASSOCIATION OF COUNTIES Total:							204,288.00
Vendor: TEXAS CONFERENCE OF URBAN COUNTIES							
TEXAS CONFERENCE OF UR	10/01/2023	103532	10/01/2023	REGISTER - MICKI BELL TIHC	010-645-4150	CONTINUING EDUCATION	200.00
Vendor TEXAS CONFERENCE OF URBAN COUNTIES Total:							200.00
Vendor: TIB-THE INDEPENDENT BANKERSBA							
TIB-THE INDEPENDENT BAN	09/21/2023	96042 10/2023	09/21/2023	INTEREST ACCOUNT 96042	060-685-6500	INTEREST - DEBT SERVICE	9,150.67
Vendor TIB-THE INDEPENDENT BANKERSBA Total:							9,150.67
Vendor: TYLER TECHNOLOGIES, INC							
TYLER TECHNOLOGIES, INC	10/01/2023	020-145595	10/01/2023	ODYSSEY FINANACIAL MGR	010-409-4900	IT - SOFTWARE/HARDWARE	204,715.68
TYLER TECHNOLOGIES, INC	10/01/2023	025-434661	10/01/2023	EAGLE RECORDER ANNUAL	032-403-4900	IT - SOFTWARE/HARDWARE	38,769.52
Vendor TYLER TECHNOLOGIES, INC Total:							243,485.20
Vendor: VFIS OF TEXAS/REGNIER & ASSOC							
VFIS OF TEXAS/REGNIER &	10/01/2023	8336	10/01/2023	RENEWAL OF A&S VOL FIRE	010-543-4800	INSURANCE - A & S	4,776.00

Expense Approval Register

Packet: APPKT01633 - RECURRING PAYABLES 10012023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
VFIS OF TEXAS/REGNIER &	10/01/2023	8732	10/01/2023	THEFT FEE - VOL FIRE	010-543-4806	INSURANCE - LIABILITY	60.00
VFIS OF TEXAS/REGNIER &	10/01/2023	8732	10/01/2023	RENEWAL OF COMMERCIAL	010-543-4806	INSURANCE - LIABILITY	3,773.00
VFIS OF TEXAS/REGNIER &	10/01/2023	8732	10/01/2023	RENEWAL OF BUSINESS AU	010-543-4808	INSURANCE - VEHICLE	17,434.00
Vendor VFIS OF TEXAS/REGNIER & ASSOC Total:							26,043.00
Vendor: VOTEC CORPORATION							
VOTEC CORPORATION	10/01/2023	14057	10/01/2023	VEMACS SUPPORT FEE - TA	010-499-4900	IT - SOFTWARE/HARDWARE	19,309.23
Vendor VOTEC CORPORATION Total:							19,309.23
Grand Total:							527,371.46

Fund Summary

Fund	Expense Amount
010 - GENERAL	420,901.67
020 - ROAD & BRIDGE	4,020.40
021 - PRECINCT - 1	11,740.80
022 - PRECINCT - 2	13,124.80
023 - PRECINCT - 3	14,926.80
024 - PRECINCT - 4	12,291.80
032 - RECORDS MANAGEMENT - CC	40,694.52
060 - DEBT SERVICE	9,150.67
250 - JUVENILE PROBATION	520.00
Grand Total:	527,371.46

Account Summary

Account Number	Account Name	Expense Amount
010-400-4900	IT - SOFTWARE/HARDW	150.00
010-409-2040	INSURANCE - WORKERS	16,390.47
010-409-4600	LEASE - EQUIPMENT	696.09
010-409-4806	INSURANCE - LIABILITY	9,522.00
010-409-4807	INSURANCE - PUBLIC OF	20,698.00
010-409-4900	IT - SOFTWARE/HARDW	204,715.68
010-455-4900	IT - SOFTWARE/HARDW	150.00
010-456-4900	IT - SOFTWARE/HARDW	150.00
010-476-4808	INSURANCE - VEHICLE	343.00
010-495-4900	IT - SOFTWARE/HARDW	2,499.94
010-499-4900	IT - SOFTWARE/HARDW	19,309.23
010-516-4808	INSURANCE - VEHICLE	1,800.00
010-540-2040	INSURANCE - WORKERS	3,025.93
010-540-3102	SUPPLIES - AMBULANCE	450.00
010-540-4808	INSURANCE - VEHICLE	8,927.00
010-540-4900	IT - SOFTWARE/HARDW	3,195.00
010-543-4800	INSURANCE - A & S	4,776.00
010-543-4806	INSURANCE - LIABILITY	3,833.00
010-543-4808	INSURANCE - VEHICLE	17,434.00
010-544-4808	INSURANCE - VEHICLE	500.00
010-550-4808	INSURANCE - VEHICLE	800.00
010-552-4808	INSURANCE - VEHICLE	800.00
010-560-4806	INSURANCE - LIABILITY	42,984.00
010-560-4808	INSURANCE - VEHICLE	40,505.00
010-560-4900	IT - SOFTWARE/HARDW	1,970.00
010-561-4808	INSURANCE - VEHICLE	614.00
010-580-4808	INSURANCE - VEHICLE	343.00
010-581-4400	UTILITIES	498.00
010-600-4808	INSURANCE - VEHICLE	686.00

Account Summary

Account Number	Account Name	Expense Amount
010-645-4102	MEDICAL - CONTRACTED	12,936.33
010-645-4150	CONTINUING EDUCATIO	200.00
020-610-2040	INSURANCE - WORKERS	630.40
020-610-4808	INSURANCE - VEHICLE	3,390.00
021-611-2040	INSURANCE - WORKERS	2,193.80
021-611-4807	INSURANCE - PUBLIC OF	1,400.00
021-611-4808	INSURANCE - VEHICLE	8,147.00
022-612-2040	INSURANCE - WORKERS	2,193.80
022-612-4150	CONTINUING EDUCATIO	275.00
022-612-4807	INSURANCE - PUBLIC OF	1,400.00
022-612-4808	INSURANCE - VEHICLE	9,256.00
023-613-2040	INSURANCE - WORKERS	2,193.80
023-613-4807	INSURANCE - PUBLIC OF	1,400.00
023-613-4808	INSURANCE - VEHICLE	11,333.00
024-614-2040	INSURANCE - WORKERS	2,193.80
024-614-4807	INSURANCE - PUBLIC OF	1,400.00
024-614-4808	INSURANCE - VEHICLE	8,698.00
032-403-4900	IT - SOFTWARE/HARDW	40,694.52
060-685-6500	INTEREST - DEBT SERVIC	9,150.67
250-574-4808	INSURANCE - VEHICLE	520.00
Grand Total:		527,371.46

Project Account Summary

Project Account Key	Expense Amount
None	527,371.46
Grand Total:	527,371.46

Authorization Signatures

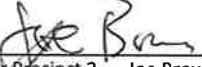

 County Judge - Brandon Huckabee


 Commissioner Precinct 1 - Dee Stephens


 Commissioner Precinct 2 - Albert Ray

Expense Approval Register

Packet: APPKT01633 - RECURRING PAYABLES 10012023


Commissioner Precinct 3 - Joe Brown


Commissioner Precinct 4 - Jim Buck



Erath County, TX

Expense Approval Register

Packet: APPKT01629 - COMMISSIONER'S COURT 09252023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: ALERE TOXICOLOGY SERVICES, IN							
ALERE TOXICOLOGY SERVIC	09/14/2023	L360642	09/01/2023	DRUG TESTS - CSCD	227-571-4000	CONTRACT SERVICES	18.21
Vendor ALERE TOXICOLOGY SERVICES, IN Total:							18.21
Vendor: ALFORD WATER CONDITIONING LLC							
ALFORD WATER CONDITION	09/14/2023	134589	09/05/2023	WATER SOFTENER SALT - JAI	010-561-3100	SUPPLIES	105.00
Vendor ALFORD WATER CONDITIONING LLC Total:							105.00
Vendor: AMAZON CAPITAL SERVICES							
AMAZON CAPITAL SERVICES	09/14/2023	139H-GYG3-7XYH	09/06/2023	CREDIT INK CARTRIDGE - SO	010-560-3100	SUPPLIES	-87.29
AMAZON CAPITAL SERVICES	09/14/2023	13L3-VX1X-93NK	09/12/2023	CREDIT TRASH BAGS - SO	010-560-3100	SUPPLIES	-3.03
AMAZON CAPITAL SERVICES	09/14/2023	13L3-VX1X-93PH	09/12/2023	CREDIT FLASH DRIVES - SO	010-560-3100	SUPPLIES	-0.03
AMAZON CAPITAL SERVICES	09/19/2023	13TC-4MK9-QVXX	09/08/2023	COOLERS FOR BRUSH TRUC	010-543-3100	SUPPLIES	486.93
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	CHARGING CABLES-QTY 5	010-543-3100	SUPPLIES	49.80
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	REMOTE CONTROL KIT	010-543-3100	SUPPLIES	54.61
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	BATTERY FOR HAND HELD R	010-543-3100	SUPPLIES	65.99
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	SURGE PROTECTOR-QTY 2	010-543-3100	SUPPLIES	73.96
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	LEVELING KIT	010-543-3100	SUPPLIES	97.95
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	SHELVING RACK-QTY 12	010-543-3100	SUPPLIES	3,599.88
AMAZON CAPITAL SERVICES	09/19/2023	13WY-NJKT-XQTH	09/10/2023	SHIPPING/HANDLING	010-543-3100	SUPPLIES	73.99
AMAZON CAPITAL SERVICES	09/18/2023	19PX-1MHY-6PYC	09/12/2023	INK, TRASH BAGS, CUPS, SU	010-560-3100	SUPPLIES	574.26
AMAZON CAPITAL SERVICES	09/14/2023	1DWR-PTCT-94M1	09/12/2023	CREDIT DRY ERASE MARKER	010-560-3100	SUPPLIES	-0.17
AMAZON CAPITAL SERVICES	09/19/2023	1GGN-1RDK-K719	09/17/2023	PURIFIED WATER - ELECTIO	029-490-3100	SUPPLIES	21.05
AMAZON CAPITAL SERVICES	09/19/2023	1J1C-KQFL-GPDF	09/16/2023	SUPPLIES FOR ELECTION BU	029-490-3100	SUPPLIES	402.39
AMAZON CAPITAL SERVICES	09/14/2023	1LXT-FTTN-394N	09/10/2023	BATTERIES	010-503-3100	SUPPLIES	41.91
AMAZON CAPITAL SERVICES	09/14/2023	1PDD-1HTW-X1PD	08/31/2023	ANNEX III DESK GROMMETS	070-680-5300	BUILDINGS	83.93
AMAZON CAPITAL SERVICES	09/20/2023	1PNX-7LPD-KW9C	09/07/2023	ACORN LAMP POST GLOBE-	010-516-4520	R & M - GENERAL	820.00
AMAZON CAPITAL SERVICES	09/18/2023	1QXJ-Q4LM-DXPV	08/24/2023	COMPUTER FOR PROCESSIN	010-476-3100	SUPPLIES	1,464.86
AMAZON CAPITAL SERVICES	09/14/2023	1RNY-G166-99RQ	09/12/2023	CREDIT TOILET PAPER - SHE	010-560-3100	SUPPLIES	-3.76
AMAZON CAPITAL SERVICES	09/18/2023	1XHM-TLYC-4JXT	09/14/2023	SUPPLIES FOR ELECTION DI	029-490-3100	SUPPLIES	162.20
Vendor AMAZON CAPITAL SERVICES Total:							7,979.43
Vendor: AMG PRINTING AND MAILING, LLC							
AMG PRINTING AND MAILI	09/14/2023	3 UP CARDS	09/05/2023	VOTER 3-UP CARDS	010-499-3100	SUPPLIES	406.20
Vendor AMG PRINTING AND MAILING, LLC Total:							406.20
Vendor: ANDREW OTTAWAY ATTORNEY AT LAW							
ANDREW OTTAWAY ATTOR	09/14/2023	22CRDC00005	09/11/2023	DONALD LYNN GOODWIN	015-435-4052	ATTORNEY - AD LITEM CRIM	1,100.00
ANDREW OTTAWAY ATTOR	09/18/2023	22CVCC00006	08/29/2023	CHILD PROTECTION	015-426-4050	ATTORNEY - AD LITEM CIVIL	1,100.00
Vendor ANDREW OTTAWAY ATTORNEY AT LAW Total:							2,200.00

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: ANDY'S TIRE SERVICE							
ANDY'S TIRE SERVICE	09/14/2023	369563	09/05/2023	NEW TIRE - UNIT 6448	021-611-4500	R & M - EQUIPMENT	137.41
ANDY'S TIRE SERVICE	09/18/2023	369921	09/11/2023	TRAILER-UNIT # LP 9070969	024-614-4500	R & M - EQUIPMENT	314.69
ANDY'S TIRE SERVICE	09/18/2023	369921	09/11/2023	FREIGHTLINER UNIT #LP 11	024-614-4500	R & M - EQUIPMENT	35.00
ANDY'S TIRE SERVICE	09/18/2023	370103	09/13/2023	TIRE REPAIR - TRAILER LIC 9	021-611-4500	R & M - EQUIPMENT	35.00
ANDY'S TIRE SERVICE	09/18/2023	370181	09/14/2023	TIRE REPAIR-TRAILER LP #90	021-611-4500	R & M - EQUIPMENT	173.50
Vendor ANDY'S TIRE SERVICE Total:							695.60
Vendor: ANGIE HADLEY							
ANGIE HADLEY	09/14/2023	23CRDC-48	09/12/2023	MADISON BROOKE COMST	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
Vendor ANGIE HADLEY Total:							750.00
Vendor: ANGIE SHAWVER							
ANGIE SHAWVER	09/14/2023	8/30 - 9/1/2023	09/14/2023	2023 LEGISLATIVE CONFERE	010-497-4150	CONTINUING EDUCATION	203.05
ANGIE SHAWVER	09/14/2023	8/30 - 9/1/2023	09/14/2023	2023 LEGISLATIVE CONFERE	010-497-4150	CONTINUING EDUCATION	32.06
Vendor ANGIE SHAWVER Total:							235.11
Vendor: ARCO MOBILE FIRE EXTINGUISHER							
ARCO MOBILE FIRE EXTING	09/19/2023	34437	09/07/2023	SHERIFF/JAIL SERVICE CALL	010-516-4520	R & M - GENERAL	50.00
Vendor ARCO MOBILE FIRE EXTINGUISHER Total:							50.00
Vendor: AUTO PARTS COMPANY							
AUTO PARTS COMPANY	09/14/2023	9214-718169	09/05/2023	FILTERS - PCT 4	024-614-4500	R & M - EQUIPMENT	319.25
AUTO PARTS COMPANY	09/19/2023	9214-719139	09/14/2023	WINDSHIELD WIPERS - UNI	023-613-4500	R & M - EQUIPMENT	45.18
Vendor AUTO PARTS COMPANY Total:							364.43
Vendor: BAXTER CHEMICAL & JANITORIALSUPPLY CO, INC							
BAXTER CHEMICAL & JANIT	09/14/2023	333762	08/31/2023	SOFT TRAYS, CUPS, TRASH B	010-561-3100	SUPPLIES	1,727.97
BAXTER CHEMICAL & JANIT	09/14/2023	333875	09/05/2023	SUPER RAVE-2 CASES	010-561-3400	SUPPLIES - JANITORIAL	88.46
BAXTER CHEMICAL & JANIT	09/19/2023	333995	09/08/2023	2 CASES OF DETERGENT, PE	010-561-3400	SUPPLIES - JANITORIAL	471.62
BAXTER CHEMICAL & JANIT	09/19/2023	334109	09/12/2023	TOILET PAPER, PAPER TOWE	010-561-3100	SUPPLIES	800.28
Vendor BAXTER CHEMICAL & JANITORIALSUPPLY CO, INC Total:							3,088.33
Vendor: BOUND TREE MEDICAL LLC							
BOUND TREE MEDICAL LLC	09/14/2023	85080796	09/06/2023	EKG PAPER, AIRWAY SUPPLI	010-540-3102	SUPPLIES - AMBULANCE	233.00
Vendor BOUND TREE MEDICAL LLC Total:							233.00
Vendor: BRAMLETT IMPLEMENT							
BRAMLETT IMPLEMENT	09/14/2023	P73656	09/06/2023	AIR FILTERS	024-614-4500	R & M - EQUIPMENT	31.54
BRAMLETT IMPLEMENT	09/14/2023	P73856	09/11/2023	CHAINSAW BLADES & GAS	021-611-4500	R & M - EQUIPMENT	171.24
BRAMLETT IMPLEMENT	09/18/2023	P73985	09/14/2023	BLOWER - MARK	024-614-3100	SUPPLIES	199.99
Vendor BRAMLETT IMPLEMENT Total:							402.77
Vendor: BRANDI CLEMENTS LAW, PLLC							
BRANDI CLEMENTS LAW, PL	09/18/2023	22CVCC-00014 CONT/TERM	09/01/2023	FINAL HEARING CONTESTE	015-426-4050	ATTORNEY - AD LITEM CIVIL	1,070.00
BRANDI CLEMENTS LAW, PL	09/18/2023	23CVCC-00084	08/01/2023	ADVERSARY HEARING	015-426-4050	ATTORNEY - AD LITEM CIVIL	425.00
BRANDI CLEMENTS LAW, PL	09/18/2023	23CVCC-00089	08/22/2023	ADVERSARY HEARING	015-426-4050	ATTORNEY - AD LITEM CIVIL	425.00
BRANDI CLEMENTS LAW, PL	09/18/2023	23JUVCC-29	09/08/2023	JUV DETENTION HEARING	015-426-4054	ATTORNEY - AD LITEM JUV	200.00

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
BRANDI CLEMENTS LAW, PL	09/18/2023	JV DETENTION HEARING	09/08/2023	JUVENILE DETENTION HEAR	015-426-4054	ATTORNEY - AD LITEM JUVE	200.00
Vendor BRANDI CLEMENTS LAW, PLLC Total:							2,320.00
Vendor: BRANDON J HUCKABEE							
BRANDON J HUCKABEE	09/20/2023	8/29-9/1/2023	09/20/2023	2023 TAC LEGISLATIVE CON	010-400-4284	MILEAGE REIMBURSEMENT	203.05
Vendor BRANDON J HUCKABEE Total:							203.05
Vendor: BRUCKNER TRUCK SALES INC							
BRUCKNER TRUCK SALES IN	09/18/2023	XA111015646 01	04/27/2023	CREDIT REMAN TURBOCHA	022-612-4500	R & M - EQUIPMENT	-196.00
BRUCKNER TRUCK SALES IN	09/20/2023	XA111018214 01	08/23/2023	AC SWITCH & KNOBS - UNIT	021-611-4500	R & M - EQUIPMENT	39.49
BRUCKNER TRUCK SALES IN	09/18/2023	XA111018349 01	08/29/2023	SITE GLASS FOR RADIATOR-	022-612-4500	R & M - EQUIPMENT	72.70
BRUCKNER TRUCK SALES IN	09/18/2023	XA111018448 01	09/05/2023	FUEL TANK STRAP-UNIT #78	022-612-4500	R & M - EQUIPMENT	265.11
BRUCKNER TRUCK SALES IN	09/18/2023	XA111018628 01	09/12/2023	HEAD LIGHT ASSEMBLY-UNI	021-611-4500	R & M - EQUIPMENT	156.57
Vendor BRUCKNER TRUCK SALES INC Total:							337.87
Vendor: BRUNER MOTORS INC							
BRUNER MOTORS INC	09/18/2023	27388	09/11/2023	TAIL LIGHT FOR 1269	010-560-3100	SUPPLIES	142.50
BRUNER MOTORS INC	09/20/2023	50847	08/08/2023	TRANSMISSION EVALUATIO	010-516-4540	R & M - VEHICLE	165.00
Vendor BRUNER MOTORS INC Total:							307.50
Vendor: CANON FINANCIAL SERVICES INC							
CANON FINANCIAL SERVICE	09/14/2023	31160663	09/01/2023	CONTRACT 123634-2 - CO C	010-403-4600	LEASE - EQUIPMENT	429.42
Vendor CANON FINANCIAL SERVICES INC Total:							429.42
Vendor: CARING HEARTS FOR CHILDREN							
CARING HEARTS FOR CHILD	09/19/2023	8/28/2023	09/19/2023	COURT APPRV'D PURCHASE	070-680-5300	BUILDINGS	3,000.00
Vendor CARING HEARTS FOR CHILDREN Total:							3,000.00
Vendor: CASSIE BARKER							
CASSIE BARKER	09/14/2023	8/31/2023	09/14/2023	8/31/2023 FUEL FOR TRANS	010-561-4250	FUEL	57.36
CASSIE BARKER	09/19/2023	9/12/2023	09/19/2023	TRANSPORT REIMBURSEME	010-561-4250	FUEL	50.00
CASSIE BARKER	09/19/2023	9/12/2023	09/19/2023	TRANSPORT REIMBURSEME	010-561-4960	EXTRADITION	19.14
Vendor CASSIE BARKER Total:							126.50
Vendor: CDW GOVERNMENT							
CDW GOVERNMENT	09/14/2023	LN61727	08/25/2023	HP LASERJET TONER-CSCD	046-475-3100	SUPPLIES	149.51
CDW GOVERNMENT	09/14/2023	LN61727	08/25/2023	HP LASERJET ENTERPRISE P	046-475-3100	SUPPLIES	1,137.21
Vendor CDW GOVERNMENT Total:							1,286.72
Vendor: CENTURYLINK COMMUNICATIONS BUSINESS SERVICES							
CENTURYLINK COMMUNICA	09/19/2023	656577309	09/08/2023	MANAGED OFFICE	010-516-4220	INTERNET	586.00
Vendor CENTURYLINK COMMUNICATIONS BUSINESS SERVICES Total:							586.00
Vendor: CHRIS BROOKS							
CHRIS BROOKS	09/18/2023	9/10 - 9/15/2023	09/18/2023	L3 HARRIS SYMPOSIUM	010-580-4150	CONTINUING EDUCATION	304.20
Vendor CHRIS BROOKS Total:							304.20
Vendor: CITY OF DUBLIN							
CITY OF DUBLIN	09/14/2023	AUG 2023	09/14/2023	AUG 2023 AMBULANCE RU	010-540-4108	MEDICAL TRANSPORT	5,250.00
Vendor CITY OF DUBLIN Total:							5,250.00

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: CITY OF STEPHENVILLE							
CITY OF STEPHENVILLE	09/18/2023	FITNESS CTR 9/2023	09/18/2023	ACCOUNT 82-0375-03 8/1 -	010-516-4400	UTILITIES	112.18
CITY OF STEPHENVILLE	09/18/2023	INDIGENT 9/2023	09/18/2023	ACCOUNT 82-0390-01 8/1 -	010-516-4400	UTILITIES	319.07
CITY OF STEPHENVILLE	09/18/2023	JAIL 9/2023	09/18/2023	ACCOUNT 82-0384-00 8/1 -	010-516-4400	UTILITIES	6,388.85
CITY OF STEPHENVILLE	09/18/2023	MAINT BARN 9/2023	09/18/2023	ACCOUNT 82-0408-00 8/1 -	020-610-4400	UTILITIES	865.29
CITY OF STEPHENVILLE	09/18/2023	VFD/EMS 9/2023	09/18/2023	ACCOUNT 82-0409-00 8/1 -	010-516-4400	UTILITIES	440.04
Vendor CITY OF STEPHENVILLE Total:							8,125.43
Vendor: CIVICPLUS LLC							
CIVICPLUS LLC	09/19/2023	264140	08/16/2023	SSL MANAGEMENT - ANNU	010-409-4900	IT - SOFTWARE/HARDWARE	4,630.50
Vendor CIVICPLUS LLC Total:							4,630.50
Vendor: CLIFFORD POWER SYSTEMS, INC.							
CLIFFORD POWER SYSTEMS	09/19/2023	PMA-0106195	08/31/2023	GENERATOR MAINT AGREE	010-516-4520	R & M - GENERAL	400.43
Vendor CLIFFORD POWER SYSTEMS, INC. Total:							400.43
Vendor: CORRECTIONS SOFTWARE SOLUTION							
CORRECTIONS SOFTWARE S	09/14/2023	54394	09/01/2023	PROFESSIONAL SVCS - OCT	225-570-3100	SUPPLIES	796.00
Vendor CORRECTIONS SOFTWARE SOLUTION Total:							796.00
Vendor: CRAIG REEDER OIL COMPANY							
CRAIG REEDER OIL COMPA	09/18/2023	109044	09/14/2023	15 CASES OF OIL	022-612-4500	R & M - EQUIPMENT	1,008.15
Vendor CRAIG REEDER OIL COMPANY Total:							1,008.15
Vendor: DALLAS COUNTY TREASURER							
DALLAS COUNTY TREASURE	09/19/2023	16403	08/31/2023	AUTOPSY - C WILLIAMS	010-630-4103	MEDICAL - AUTOPSY	2,475.00
DALLAS COUNTY TREASURE	09/19/2023	16403	08/31/2023	AUTOPSY - M BROWN	010-630-4103	MEDICAL - AUTOPSY	2,475.00
Vendor DALLAS COUNTY TREASURER Total:							4,950.00
Vendor: DANIEL HARBIN							
DANIEL HARBIN	09/20/2023	QUOTE 3020	08/10/2023	1/2 REMAINING QUOTE AM	034-403-4000	PROFESSIONAL SERVICES	2,925.00
DANIEL HARBIN	09/20/2023	QUOTE 3120	08/10/2023	1/2 REMAINING QUOTE AM	070-680-5300	BUILDINGS	2,550.00
Vendor DANIEL HARBIN Total:							5,475.00
Vendor: DEANS OIL & LUBE							
DEANS OIL & LUBE	09/18/2023	273018	09/06/2023	STATE INSPECTION - UNIT 0	010-560-4540	R & M - VEHICLE	7.00
Vendor DEANS OIL & LUBE Total:							7.00
Vendor: DISH NETWORK, LLC							
DISH NETWORK, LLC	09/19/2023	VFD/EMS 9/2023	09/19/2023	ACCOUNT 8255-1010-1012-	010-540-4400	UTILITIES	72.68
DISH NETWORK, LLC	09/19/2023	VFD/EMS 9/2023	09/19/2023	ACCOUNT 8255-1010-1012-	010-543-4400	UTILITIES	72.68
Vendor DISH NETWORK, LLC Total:							145.36
Vendor: DOWELL ACE HARDWARE							
DOWELL ACE HARDWARE	09/19/2023	2308-889983	08/31/2023	POTTING MIX - COURTHOU	010-516-3100	SUPPLIES	7.59
DOWELL ACE HARDWARE	09/19/2023	2309-890348	09/01/2023	BULB - SHERIFF	010-516-4520	R & M - GENERAL	29.99
DOWELL ACE HARDWARE	09/19/2023	2309-892051	09/05/2023	LIGHT CONTROL, CONNECT	010-516-4520	R & M - GENERAL	45.97
DOWELL ACE HARDWARE	09/19/2023	2309-892112	09/05/2023	UTILITY PUMP - JAIL	010-516-4520	R & M - GENERAL	259.99
DOWELL ACE HARDWARE	09/19/2023	2309-892164	09/05/2023	GARDEN HOSE - JAIL	010-516-3100	SUPPLIES	22.99
DOWELL ACE HARDWARE	09/19/2023	2309-892610	09/06/2023	ANNEX III - DOOR STOPS, EL	010-516-4520	R & M - GENERAL	39.75

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
DOWELL ACE HARDWARE	09/19/2023	2309-892657	09/06/2023	PVC PIPE, FITTINGS, FAST PL	010-516-4520	R & M - GENERAL	22.17
DOWELL ACE HARDWARE	09/19/2023	2309-892781	09/06/2023	HAMMER DRILL BIT, WASHE	010-516-3100	SUPPLIES	79.26
DOWELL ACE HARDWARE	09/19/2023	2309-892959	09/07/2023	SPRAY PAINT, SOCKETS	010-516-3100	SUPPLIES	31.66
DOWELL ACE HARDWARE	09/19/2023	2309-892962	09/07/2023	ANNEX III - AIR FRESHNER,	010-516-4520	R & M - GENERAL	32.95
DOWELL ACE HARDWARE	09/19/2023	2309-893016	09/07/2023	BULBS	010-516-4520	R & M - GENERAL	141.45
DOWELL ACE HARDWARE	09/19/2023	2309-893090	09/07/2023	SANDPAPER, BRUSH, CLEAN	010-516-3100	SUPPLIES	44.56
DOWELL ACE HARDWARE	09/19/2023	2309-893198	09/07/2023	DRILL BITS - FACILITIES	010-516-3100	SUPPLIES	13.48
DOWELL ACE HARDWARE	09/19/2023	2309-893449	09/08/2023	BULB - COURTHOUSE	010-516-4520	R & M - GENERAL	5.89
DOWELL ACE HARDWARE	09/19/2023	2309-893451	09/08/2023	KNEE PADS, LOCK, GLOVES,	010-516-3100	SUPPLIES	377.26
DOWELL ACE HARDWARE	09/19/2023	2309-894541	09/11/2023	ENTRY LOCK/KEYPAD - DUB	010-516-4520	R & M - GENERAL	149.99
DOWELL ACE HARDWARE	09/19/2023	2309-894632	09/11/2023	ANNEX III - LIGHT CONTROL	010-516-4520	R & M - GENERAL	13.99
DOWELL ACE HARDWARE	09/19/2023	2309-894632	09/11/2023	GLUE - FACILITIES	010-516-4520	R & M - GENERAL	8.08
DOWELL ACE HARDWARE	09/19/2023	2309-894656	09/11/2023	ANNEX III - SPRAY PAINT, KE	010-516-3100	SUPPLIES	46.54
DOWELL ACE HARDWARE	09/14/2023	2309-894816	09/11/2023	RETURN KEY	010-516-3100	SUPPLIES	-7.99
DOWELL ACE HARDWARE	09/19/2023	2309-895337	09/13/2023	TAPE, LIGHT CONTROL - AN	010-516-3100	SUPPLIES	15.68
Vendor DOWELL ACE HARDWARE Total:							1,381.25
Vendor: DR BILLS OUTDOOR SUPPLY							
DR BILLS OUTDOOR SUPPLY	09/20/2023	25072	07/28/2023	TWO LAWNMOWERS FOR S	010-516-4520	R & M - GENERAL	669.64
DR BILLS OUTDOOR SUPPLY	09/20/2023	25073	07/28/2023	TWO LAWNMOWERS FOR S	010-516-4520	R & M - GENERAL	518.45
Vendor DR BILLS OUTDOOR SUPPLY Total:							1,188.09
Vendor: EIDE BAILLY LLP							
EIDE BAILLY LLP	09/19/2023	EI01551243	08/28/2023	FY 2022 PROGRESS BILLING	010-409-4030	AUDIT	13,125.00
Vendor EIDE BAILLY LLP Total:							13,125.00
Vendor: EMKAY INDUSTRIES, INC.							
EMKAY INDUSTRIES, INC.	09/18/2023	00284438	09/11/2023	TEETH FOR THE GRINDER	022-612-4500	R & M - EQUIPMENT	2,993.79
Vendor EMKAY INDUSTRIES, INC. Total:							2,993.79
Vendor: EVERYTHING SHREDDED							
EVERYTHING SHREDDED	09/18/2023	1949	09/12/2023	SHREDDING SERVICES	010-403-3100	SUPPLIES	180.00
Vendor EVERYTHING SHREDDED Total:							180.00
Vendor: FIVE STAR CORRECTIONAL SERVIC							
FIVE STAR CORRECTIONAL S	09/14/2023	44311	08/30/2023	INMATE MEALS 8/24 - 8/30	010-561-4966	INMATE - MEALS	3,469.45
FIVE STAR CORRECTIONAL S	09/19/2023	44363	09/06/2023	INMATE MEALS 8/31 - 9/6/	010-561-4966	INMATE - MEALS	3,469.28
Vendor FIVE STAR CORRECTIONAL SERVIC Total:							6,938.73
Vendor: GOVERNMENTAL DATA SERVICES IN							
GOVERNMENTAL DATA SER	09/14/2023	8872	09/06/2023	ENVELOPES FOR STOCK &	010-499-3100	SUPPLIES	1,080.00
GOVERNMENTAL DATA SER	09/14/2023	8873	09/07/2023	POSTAGE FOR 2023 TAX STA	010-499-3120	POSTAGE	12,600.00
Vendor GOVERNMENTAL DATA SERVICES IN Total:							13,680.00
Vendor: GRAINGER, INC							
GRAINGER, INC	09/20/2023	9841903512	09/18/2023	CORNER PROTECTORS FOR	010-516-4520	R & M - GENERAL	1,864.80
Vendor GRAINGER, INC Total:							1,864.80

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: GREATAMERICA LEASING CORPORAT							
GREATAMERICA LEASING C	09/14/2023	34798323	09/04/2023	DIST CLERK COPIER LEASE	010-450-4600	LEASE - EQUIPMENT	149.65
GREATAMERICA LEASING C	09/14/2023	34798324	09/04/2023	AGRILIFE COPIER LEASE	010-665-4600	LEASE - EQUIPMENT	245.00
GREATAMERICA LEASING C	09/14/2023	34798325	09/04/2023	AUDITOR COPIER LEASE	010-495-4600	LEASE - EQUIPMENT	104.04
GREATAMERICA LEASING C	09/14/2023	34798326	09/04/2023	CSCD COPIER LEASE	225-570-4600	LEASE - EQUIPMENT	53.36
GREATAMERICA LEASING C	09/14/2023	34798327	09/04/2023	TAX OFFICE DMV COPIER LE	010-499-4600	LEASE - EQUIPMENT	115.00
GREATAMERICA LEASING C	09/14/2023	34798328	09/04/2023	TREASURER COPIER LEASE	010-497-4600	LEASE - EQUIPMENT	68.94
GREATAMERICA LEASING C	09/14/2023	34870394	09/12/2023	ENV CONTROL COPIER LEAS	010-600-4600	LEASE - EQUIPMENT	79.00
GREATAMERICA LEASING C	09/20/2023	34897545	09/18/2023	JP 2 COPIER LEASE	010-456-4600	LEASE - EQUIPMENT	85.53
GREATAMERICA LEASING C	09/20/2023	34897546	09/18/2023	VOL FIRE COPIER LEASE	010-543-4600	LEASE - EQUIPMENT	72.54
GREATAMERICA LEASING C	09/20/2023	34897547	09/18/2023	CO CLERK RECORDS COPIER	010-403-4600	LEASE - EQUIPMENT	124.50
GREATAMERICA LEASING C	09/20/2023	34897548	09/18/2023	CO CLERK MAIN DEPT COPI	010-403-4600	LEASE - EQUIPMENT	189.45
GREATAMERICA LEASING C	09/20/2023	34897549	09/18/2023	CO JUDGE COPIER LEASE	010-400-4600	LEASE - EQUIPMENT	202.44
GREATAMERICA LEASING C	09/20/2023	34897550	09/18/2023	SHERIFF CID COPIER LEASE	010-560-4600	LEASE - EQUIPMENT	139.65
GREATAMERICA LEASING C	09/20/2023	34897551	09/18/2023	SHERIFF DISPATCH COPIER L	010-581-4600	LEASE - EQUIPMENT	128.83
GREATAMERICA LEASING C	09/20/2023	34897552	09/18/2023	CO ATTORNEY COPIER LEAS	010-475-4600	LEASE - EQUIPMENT	72.54
Vendor GREATAMERICA LEASING CORPORAT Total:							1,830.47
Vendor: HARRELL FUNERAL HOME							
HARRELL FUNERAL HOME	09/14/2023	J RUST	08/27/2023	CREMATION & BURIAL - JEF	010-630-4104	MEDICAL - CREMATIONS	1,200.00
Vendor HARRELL FUNERAL HOME Total:							1,200.00
Vendor: HOLT TEXAS, LTD							
HOLT TEXAS, LTD	09/14/2023	PIMQ0110633	08/28/2023	REAR GLASS - PCT 2	022-612-4500	R & M - EQUIPMENT	740.86
HOLT TEXAS, LTD	09/18/2023	PIMQ0110930	09/01/2023	PLATE SEALS-FOR VALVE BO	022-612-4500	R & M - EQUIPMENT	1,012.57
Vendor HOLT TEXAS, LTD Total:							1,753.43
Vendor: INGRAM CONCRETE, L.L.C.							
INGRAM CONCRETE, L.L.C.	09/19/2023	930000096897	09/13/2023	CONCRETE-CR 175 BRIDGE	023-613-3500	ROAD MATERIALS	952.00
Vendor INGRAM CONCRETE, L.L.C. Total:							952.00
Vendor: JENNIFER M ENRIGHT							
JENNIFER M ENRIGHT	09/19/2023	22CVCC-00055	09/05/2023	TEMP MANAGING CONSER	015-426-4050	ATTORNEY - AD LITEM CIVIL	520.00
JENNIFER M ENRIGHT	09/19/2023	CV09606	09/08/2023	TEMP MANAGING CONSER	015-426-4050	ATTORNEY - AD LITEM CIVIL	670.00
Vendor JENNIFER M ENRIGHT Total:							1,190.00
Vendor: JERRY PARHAM COMMODITIES INC							
JERRY PARHAM COMMODIT	09/19/2023	436	08/01/2023	STATE INSPECTION - UNIT #	023-613-4500	R & M - EQUIPMENT	21.00
Vendor JERRY PARHAM COMMODITIES INC Total:							21.00
Vendor: KAYCI STOVALL							
KAYCI STOVALL	09/14/2023	8/29 - 9/8/2023	09/14/2023	MILEAGE TO BANK	010-499-4284	MILEAGE REIMBURSEMENT	13.10
Vendor KAYCI STOVALL Total:							13.10
Vendor: KINGDOM FIRE PROS							
KINGDOM FIRE PROS	09/14/2023	7616	09/01/2023	ANNEX III FIRE ALARM SYST	010-516-4520	R & M - GENERAL	1,001.88
Vendor KINGDOM FIRE PROS Total:							1,001.88

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: KIRBO'S OFFICE SYSTEMS, LLC							
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	460700	09/07/2023	BILLABLE COPIES - DIST ATT	010-476-3100	SUPPLIES	71.19
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461110	09/11/2023	BILLABLE COPIES - JAIL	010-561-3100	SUPPLIES	29.89
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461111	09/11/2023	BILLABLE COPIES - SHERIFF	010-560-4600	LEASE - EQUIPMENT	33.46
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461112	09/11/2023	COPIER LEASE - SHERIFF	010-560-4600	LEASE - EQUIPMENT	169.00
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461522	09/12/2023	BILLABLE COPIES - CO CLER	010-403-3100	SUPPLIES	4.90
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461524	09/12/2023	BILLABLE COPIES - CO CLER	010-403-3100	SUPPLIES	10.46
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461526	09/12/2023	BILLABLE COPIES - SHERIFF	010-581-3100	SUPPLIES	12.40
KIRBO'S OFFICE SYSTEMS, L	09/14/2023	461527	09/12/2023	BILLABLE COPIES - VOL FIRE	010-543-3100	SUPPLIES	0.86
KIRBO'S OFFICE SYSTEMS, L	09/19/2023	462014	09/18/2023	BILLABLE COPIES - INDIGEN	010-645-3100	SUPPLIES	5.05
Vendor KIRBO'S OFFICE SYSTEMS, LLC Total:							337.21
Vendor: LONDON ROUTH							
LONDON ROUTH	09/19/2023	9/7/2023	09/19/2023	TRANSPORT REIMBURSEME	010-561-4250	FUEL	50.01
LONDON ROUTH	09/19/2023	9/7/2023	09/19/2023	TRANSPORT REIMBURSEME	010-561-4960	EXTRADITION	16.22
Vendor LONDON ROUTH Total:							66.23
Vendor: LEXISNEXIS RISK DATA MNGT INC							
LEXISNEXIS RISK DATA MNG	09/18/2023	1737637-20230831	08/31/2023	AUGUST 2023	010-560-4900	IT - SOFTWARE/HARDWARE	91.00
LEXISNEXIS RISK DATA MNG	09/18/2023	1825412-20230831	08/31/2023	AUGUST 2023	025-476-4230	ONLINE RESOURCES	116.70
Vendor LEXISNEXIS RISK DATA MNGT INC Total:							207.70
Vendor: LINDSEY MERRIMAN							
LINDSEY MERRIMAN	09/14/2023	9/1/2023	09/14/2023	WACO VA ID CARD ACTIVATI	010-405-4284	MILEAGE REIMBURSEMENT	113.97
Vendor LINDSEY MERRIMAN Total:							113.97
Vendor: LORI J KASPAR LAW PC							
LORI J KASPAR LAW PC	09/18/2023	22CVCC-00006 FINAL HRG	08/30/2023	FINAL HEARING	015-426-4050	ATTORNEY - AD LITEM CIVIL	850.00
LORI J KASPAR LAW PC	09/19/2023	COMP F22116-1	09/15/2023	JUSTIN M FLORENCE	015-435-4052	ATTORNEY - AD LITEM CRIM	400.00
Vendor LORI J KASPAR LAW PC Total:							1,250.00
Vendor: LUKAS ABRAHAM LAWRENCE							
LUKAS ABRAHAM LAWREN	09/14/2023	22CRCC-00154	06/08/2023	RICKEY WAYNE WILLIAMS J	015-426-4052	ATTORNEY - AD LITEM CRIM	1,200.00
LUKAS ABRAHAM LAWREN	09/14/2023	23CRCC00028	07/17/2023	ALEGANDRO MEDINA	015-426-4052	ATTORNEY - AD LITEM CRIM	525.00
LUKAS ABRAHAM LAWREN	09/20/2023	23-CRDC-102	09/19/2023	JACOB VILLAPONDO	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
LUKAS ABRAHAM LAWREN	09/20/2023	23CRDC-57	09/19/2023	CHRISTOPHER SANTOYA	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
LUKAS ABRAHAM LAWREN	09/20/2023	23CRDC-90	09/19/2023	PORCHE MARTINEZ	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
LUKAS ABRAHAM LAWREN	09/14/2023	49290	05/03/2023	LOISE SRADER	015-426-4052	ATTORNEY - AD LITEM CRIM	525.00
LUKAS ABRAHAM LAWREN	09/20/2023	CR15872	09/19/2023	ISAIAH FRITZ	015-435-4052	ATTORNEY - AD LITEM CRIM	500.00
Vendor LUKAS ABRAHAM LAWRENCE Total:							5,000.00
Vendor: M & M STATION							
M & M STATION	09/14/2023	9-6-2023	09/06/2023	TWO NEW TIRES FOR UNIT	010-552-4540	R&M - VEHICLE	600.00
Vendor M & M STATION Total:							600.00
Vendor: MANGRUM AIR CONDITIONING INC							
MANGRUM AIR CONDITION	09/20/2023	111831	09/07/2023	REPAIR 3RD FLOOR AC	010-516-4520	R & M - GENERAL	221.38
Vendor MANGRUM AIR CONDITIONING INC Total:							221.38

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: MARIA CARRIZALES							
MARIA CARRIZALES	09/14/2023	8/30/2023	09/14/2023	MILEAGE TO BANK	010-499-4284	MILEAGE REIMBURSEMENT	3.28
Vendor MARIA CARRIZALES Total:							3.28
Vendor: MARY ANN COTTEN & ASSOCIATES							
MARY ANN COTTEN & ASSO	09/18/2023	1018	08/24/2023	NEW HIRE PSYCH EVAL JON	010-561-4180	PERSONNEL COSTS	175.00
MARY ANN COTTEN & ASSO	09/18/2023	1019	08/24/2023	NEW HIRE PSYCH EVAL JON	010-561-4180	PERSONNEL COSTS	175.00
MARY ANN COTTEN & ASSO	09/18/2023	1020	08/24/2023	PSYCH EVAL FOR DEVON CO	010-561-4180	PERSONNEL COSTS	175.00
MARY ANN COTTEN & ASSO	09/18/2023	1021	08/24/2023	PSYCH EVAL FOR FLORENCE	010-560-4180	PERSONNEL COSTS	175.00
MARY ANN COTTEN & ASSO	09/18/2023	1022	08/24/2023	PHYSC EVAL-BRANDON HOL	010-561-4180	PERSONNEL COSTS	175.00
Vendor MARY ANN COTTEN & ASSOCIATES Total:							875.00
Vendor: MAYFIELD PAPER CO INC							
MAYFIELD PAPER CO INC	09/14/2023	223483	08/21/2023	CREDIT WHITE LINERS - FAC	010-516-3100	SUPPLIES	-20.27
MAYFIELD PAPER CO INC	09/19/2023	3247061CR	08/21/2023	CREDIT WHITE LINERS	010-516-3100	SUPPLIES	-53.13
MAYFIELD PAPER CO INC	09/19/2023	3317416	09/11/2023	TOILET PAPER, PAPER TOWE	010-543-3100	SUPPLIES	710.97
MAYFIELD PAPER CO INC	09/19/2023	3318764	09/13/2023	TOILET PAPER, PAPER TOWE	010-543-3100	SUPPLIES	69.45
MAYFIELD PAPER CO INC	09/19/2023	3319998	09/15/2023	20 FOLDING TABLES	010-543-3100	SUPPLIES	2,549.36
MAYFIELD PAPER CO INC	09/19/2023	3320180	09/15/2023	FILE DRAWER FOR DESK	010-455-3100	SUPPLIES	245.21
MAYFIELD PAPER CO INC	09/19/2023	3320181	09/15/2023	ANNEX III - WASTEBASKET,	010-516-3100	SUPPLIES	372.13
Vendor MAYFIELD PAPER CO INC Total:							3,873.72
Vendor: MCGEE LAW PLLC							
MCGEE LAW PLLC	09/14/2023	23CRDC-00022	09/12/2023	SERGIO SAOCADO-HERNAN	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
Vendor MCGEE LAW PLLC Total:							750.00
Vendor: MCKETHAN LAW FIRM PLLC							
MCKETHAN LAW FIRM PLLC	09/20/2023	23CRDC-103	09/19/2023	JOSEPH ROJAS	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
MCKETHAN LAW FIRM PLLC	09/20/2023	23CRDC-61	09/19/2023	WENDY BRYANT FRANK	015-435-4052	ATTORNEY - AD LITEM CRIM	750.00
Vendor MCKETHAN LAW FIRM PLLC Total:							1,500.00
Vendor: NAPA AUTO PARTS							
NAPA AUTO PARTS	09/14/2023	344469	09/06/2023	CABIN AIR FILTER - PCT 4	024-614-4500	R & M - EQUIPMENT	54.44
NAPA AUTO PARTS	09/14/2023	344518	09/06/2023	BATTERY - MAINT BARN	020-610-4500	R & M - EQUIPMENT	431.28
NAPA AUTO PARTS	09/14/2023	344563	09/07/2023	AIR FILTER - PCT 4	024-614-4500	R & M - EQUIPMENT	223.64
NAPA AUTO PARTS	09/14/2023	344603	09/07/2023	DEF FLUID-ALL UNITS & 50-	010-543-4540	R & M - VEHICLE	198.03
NAPA AUTO PARTS	09/19/2023	344694	09/08/2023	HYDRAULIC HOSE FITTINGS,	020-610-4500	R & M - EQUIPMENT	47.84
NAPA AUTO PARTS	09/14/2023	344706	09/08/2023	OIL SEAL, CAP, GRIPPER KIT,	021-611-4500	R & M - EQUIPMENT	191.81
NAPA AUTO PARTS	09/14/2023	344737	09/08/2023	GEAR & HUB OIL, GASKET	020-610-4500	R & M - EQUIPMENT	173.99
NAPA AUTO PARTS	09/14/2023	344847	09/11/2023	HYDRAULIC HOSE & FILTERS	021-611-4500	R & M - EQUIPMENT	641.60
NAPA AUTO PARTS	09/14/2023	344996	09/12/2023	RADIATOR CAPS - MAINT BA	020-610-4500	R & M - EQUIPMENT	13.37
NAPA AUTO PARTS	09/14/2023	345014	09/12/2023	BLADES - PCT 1	021-611-4500	R & M - EQUIPMENT	15.50
NAPA AUTO PARTS	09/19/2023	345027	09/12/2023	CAP SCREW - MAINT BARN	020-610-4500	R & M - EQUIPMENT	4.60
NAPA AUTO PARTS	09/19/2023	345087	09/13/2023	TUBING, CLAMP, FITTINGS-	023-613-4500	R & M - EQUIPMENT	25.11
NAPA AUTO PARTS	09/19/2023	345108	09/13/2023	HEATER HOSE, FITTINGS-PC	023-613-4500	R & M - EQUIPMENT	107.58
NAPA AUTO PARTS	09/18/2023	345126	09/13/2023	PREMIUM UNIV TRACTOR P	022-612-4500	R & M - EQUIPMENT	68.14
NAPA AUTO PARTS	09/18/2023	345127	09/13/2023	AIR, FUEL AND OIL FILTERS -	024-614-4500	R & M - EQUIPMENT	240.03

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
NAPA AUTO PARTS	09/18/2023	345188	09/14/2023	AIR, FUEL & OIL FILTERS PCT	022-612-4500	R & M - EQUIPMENT	273.89
NAPA AUTO PARTS	09/18/2023	345278	09/15/2023	ADAPTERS, CONNECTOR, SI	020-610-4500	R & M - EQUIPMENT	35.99
NAPA AUTO PARTS	09/18/2023	345279	09/15/2023	FLUSH SOLVENT - PCT 1 UNI	021-611-4500	R & M - EQUIPMENT	12.32
NAPA AUTO PARTS	09/18/2023	345280	09/15/2023	RADIATOR CAP MAINT BAR	020-610-4500	R & M - EQUIPMENT	-5.42
NAPA AUTO PARTS	09/19/2023	345359	09/15/2023	WIPER BLADES-ALL AMBUL	010-540-4500	R & M - EQUIPMENT	55.80
Vendor NAPA AUTO PARTS Total:							2,809.54
Vendor: OASIS OIL CHANGE AND CAR WASH							
OASIS OIL CHANGE AND CA	09/19/2023	1-399739	09/01/2023	INSPECTION-LIC 1431855 F	010-516-4540	R & M - VEHICLE	7.00
Vendor OASIS OIL CHANGE AND CAR WASH Total:							7.00
Vendor: OTIS ELEVATOR COMPANY							
OTIS ELEVATOR COMPANY	09/14/2023	F10000114932	08/14/2023	SERVICE CONTRACT 93198	010-516-4520	R & M - GENERAL	100.00
Vendor OTIS ELEVATOR COMPANY Total:							100.00
Vendor: PACK N MAIL PLUS, LLC							
PACK N MAIL PLUS, LLC	09/14/2023	687681	09/07/2023	SEND TITLE CERTIFIED MAIL	010-409-3120	POSTAGE	12.45
Vendor PACK N MAIL PLUS, LLC Total:							12.45
Vendor: PARADISE CONVERSIONS LLC							
PARADISE CONVERSIONS LL	09/14/2023	23-1067	08/17/2023	LIGHT REPLACEMENTS FOR	010-543-4540	R & M - VEHICLE	4,640.55
Vendor PARADISE CONVERSIONS LLC Total:							4,640.55
Vendor: PATSY EASON							
PATSY EASON	09/14/2023	8/28 - 9/7/2023	09/14/2023	MILEAGE TO BANK	010-499-4284	MILEAGE REIMBURSEMENT	9.83
Vendor PATSY EASON Total:							9.83
Vendor: PERDUE BRANDON FIELDER COLLINS & MOTT LLP							
PERDUE BRANDON FIELDER	09/19/2023	IVC00075121	09/13/2023	ATTORNEY'S FEES AUG 202	010-208-8000	JP - I	3,286.40
PERDUE BRANDON FIELDER	09/18/2023	IVC00075122	09/13/2023	ATTORNEY FEES AUG 2023 -	010-208-8100	JP - II	10.24
Vendor PERDUE BRANDON FIELDER COLLINS & MOTT LLP Total:							3,296.64
Vendor: POWERPLAN							
POWERPLAN	09/14/2023	P4292219	08/28/2023	TIRE ROD END - UNIT 2130	024-614-4500	R & M - EQUIPMENT	581.42
Vendor POWERPLAN Total:							581.42
Vendor: PRECISION ALCOHOL & DRUG TESTING LLC							
PRECISION ALCOHOL & DRU	09/18/2023	29126	09/05/2023	DRUG TESTING PCT 1	021-611-4180	PERSONNEL COSTS	50.00
PRECISION ALCOHOL & DRU	09/18/2023	29126	09/05/2023	DRUG TESTING PCT 2	022-612-4180	PERSONNEL COSTS	50.00
PRECISION ALCOHOL & DRU	09/18/2023	29126	09/05/2023	DRUG TESTING PCT 3	023-613-4180	PERSONNEL COSTS	125.00
Vendor PRECISION ALCOHOL & DRUG TESTING LLC Total:							225.00
Vendor: QUADIENT, INC							
QUADIENT, INC	09/14/2023	N10092555	08/31/2023	DIST COURT LEASE N20091	010-409-4600	LEASE - EQUIPMENT	607.56
Vendor QUADIENT, INC Total:							607.56
Vendor: R B LOVE FUEL COMPANY INC							
R B LOVE FUEL COMPANY I	09/19/2023	91996	09/11/2023	60 GALLONS OF MOTOR OIL	023-613-4500	R & M - EQUIPMENT	1,380.15
R B LOVE FUEL COMPANY I	09/18/2023	92036	09/14/2023	250 GAL GAS	024-614-4250	FUEL	1,029.00
Vendor R B LOVE FUEL COMPANY INC Total:							2,409.15

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: RACHEAL STEVENS							
RACHEAL STEVENS	09/14/2023	8/31/2023	09/14/2023	MILEAGE TO BANK	010-499-4284	MILEAGE REIMBURSEMENT	3.28
Vendor RACHEAL STEVENS Total:							3.28
Vendor: RANDY THOMAS ATTORNEY							
RANDY THOMAS ATTORNEY	09/18/2023	23CRCC-00050	08/25/2023	KODY DEAN KIMMELL	015-426-4052	ATTORNEY - AD LITEM CRIM	525.00
Vendor RANDY THOMAS ATTORNEY Total:							525.00
Vendor: RIGGS MACHINE & WELDING INC							
RIGGS MACHINE & WELDIN	09/14/2023	204844	03/30/2023	1 YEAR LEASE RENEWAL-M	020-610-4600	LEASE - EQUIPMENT	45.00
RIGGS MACHINE & WELDIN	09/14/2023	212393	08/15/2023	OXYGEN, ACETYLENE, TIPS -	020-610-4500	R & M - EQUIPMENT	160.95
RIGGS MACHINE & WELDIN	09/14/2023	213298	09/01/2023	RODS, METAL, SOAPSTONE,	021-611-4500	R & M - EQUIPMENT	212.63
RIGGS MACHINE & WELDIN	09/19/2023	213781	09/11/2023	METAL - PCT 3	023-613-4500	R & M - EQUIPMENT	65.88
RIGGS MACHINE & WELDIN	09/19/2023	213854	09/08/2023	METAL - PCT 3	023-613-4500	R & M - EQUIPMENT	267.99
RIGGS MACHINE & WELDIN	09/18/2023	213926	09/14/2023	BRUSH CUTTER - PCT 1	021-611-4500	R & M - EQUIPMENT	35.71
RIGGS MACHINE & WELDIN	09/19/2023	214012	09/11/2023	OXYGEN/ACETYLENE PCT 3	023-613-4500	R & M - EQUIPMENT	82.65
RIGGS MACHINE & WELDIN	09/19/2023	214053	09/12/2023	METAL - PCT 3	023-613-4500	R & M - EQUIPMENT	382.20
RIGGS MACHINE & WELDIN	09/19/2023	214078	09/13/2023	ALL THREAD, WASHERS - M	020-610-4500	R & M - EQUIPMENT	16.60
RIGGS MACHINE & WELDIN	09/19/2023	214091	09/13/2023	WIRE, PRESSURE NOZZLE -	020-610-4500	R & M - EQUIPMENT	201.50
RIGGS MACHINE & WELDIN	09/14/2023	8/27/2023 LATE CHG	08/27/2023	LATE CHARGE ACCOUNT 05	010-409-4810	FEES	1.00
Vendor RIGGS MACHINE & WELDING INC Total:							1,472.11
Vendor: ROBERT'S RADIATOR							
ROBERT'S RADIATOR	09/14/2023	537348	09/05/2023	RADIATOR REPAIR-UNIT # B	020-610-4500	R & M - EQUIPMENT	60.00
Vendor ROBERT'S RADIATOR Total:							60.00
Vendor: ROCKIN D HYDRAULIC SERVICES,							
ROCKIN D HYDRAULIC SERV	09/14/2023	25076	09/11/2023	HYDRAULIC FITTING-UNIT #	021-611-4500	R & M - EQUIPMENT	6.97
ROCKIN D HYDRAULIC SERV	09/19/2023	25087	09/12/2023	HYDRAULIC HOSE FITTINGS-	020-610-4500	R & M - EQUIPMENT	163.33
ROCKIN D HYDRAULIC SERV	09/18/2023	25106	09/14/2023	PRESSURE HOSE, FITTINGS	021-611-4500	R & M - EQUIPMENT	400.86
Vendor ROCKIN D HYDRAULIC SERVICES, Total:							571.16
Vendor: RONNY'S TIRE SERVICE INC							
RONNY'S TIRE SERVICE INC	09/18/2023	692100	09/11/2023	MAINTAINER TIRE REPAIR	022-612-4500	R & M - EQUIPMENT	75.00
Vendor RONNY'S TIRE SERVICE INC Total:							75.00
Vendor: SAN SABA NEWS & STAR INC							
SAN SABA NEWS & STAR IN	09/18/2023	164255	08/24/2023	POSTING FY 2024 SALARIES	010-409-4300	ADVERTISING	26.00
SAN SABA NEWS & STAR IN	09/18/2023	164259	08/24/2023	TECHNOLOGY BID-COURTR	010-409-4300	ADVERTISING	52.00
SAN SABA NEWS & STAR IN	09/18/2023	164260	08/24/2023	REMODEL BID-STEPHENVILL	010-409-4300	ADVERTISING	52.00
SAN SABA NEWS & STAR IN	09/18/2023	164261	08/24/2023	POSTING FY 2024 SALARIES	010-409-4300	ADVERTISING	204.75
SAN SABA NEWS & STAR IN	09/18/2023	164262	08/24/2023	PUBLISH THE PROPOSED BU	010-409-4300	ADVERTISING	204.75
SAN SABA NEWS & STAR IN	09/18/2023	164328	08/31/2023	TECHNOLOGY BID-COURTR	010-409-4300	ADVERTISING	52.00
SAN SABA NEWS & STAR IN	09/18/2023	164329	08/31/2023	REMODEL BID-STEPHENVILL	010-409-4300	ADVERTISING	52.00
SAN SABA NEWS & STAR IN	09/18/2023	164330	08/31/2023	PUBLISH THE PROPOSED BU	010-409-4300	ADVERTISING	204.75
SAN SABA NEWS & STAR IN	09/18/2023	164331	08/31/2023	POSTING FY 2024 SALARIES	010-409-4300	ADVERTISING	204.75
SAN SABA NEWS & STAR IN	09/18/2023	164339	08/31/2023	CO TAX INCREASE HEARING	010-409-4300	ADVERTISING	204.75
SAN SABA NEWS & STAR IN	09/18/2023	164446	09/07/2023	TECHNOLOGY BID-COURTR	010-409-4300	ADVERTISING	52.00

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Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
SAN SABA NEWS & STAR IN	09/18/2023	164447	09/07/2023	REMODEL BID-STEPHENVILL	010-409-4300	ADVERTISING	52.00
Vendor SAN SABA NEWS & STAR INC Total:							1,361.75
Vendor: SBG SMITH SUPPLY, INC							
SBG SMITH SUPPLY, INC	09/20/2023	51206268	08/09/2023	AIR FILTERS FOR TAX OFFICE	010-516-4520	R & M - GENERAL	74.42
Vendor SBG SMITH SUPPLY, INC Total:							74.42
Vendor: SOUTH TEXAS AREA REGIONAL TRAINING							
SOUTH TEXAS AREA REGIN	09/14/2023	N HOLLINGSWORTH	09/08/2023	REGISTRATION-NATALIE HO	250-574-4150	CONTINUING EDUCATION	50.00
Vendor SOUTH TEXAS AREA REGIONAL TRAINING Total:							50.00
Vendor: SPECIALTY DOOR SOLUTIONS							
SPECIALTY DOOR SOLUTION	09/20/2023	1650	09/11/2023	DUBLIN ANNEX DOORS-SEC	010-516-4520	R & M - GENERAL	5,721.73
Vendor SPECIALTY DOOR SOLUTIONS Total:							5,721.73
Vendor: STAPLES BUSINESS CREDIT							
STAPLES BUSINESS CREDIT	09/14/2023	614865989	08/29/2023	KLEENEX, LEGAL SIZE FOLDE	010-456-3100	SUPPLIES	57.12
STAPLES BUSINESS CREDIT	09/18/2023	615176032	08/31/2023	HOT/COLD CUPS, HP 81A T	010-476-3100	SUPPLIES	210.29
STAPLES BUSINESS CREDIT	09/18/2023	615178644	08/31/2023	HOT/COLD CUPS, HP 81A T	010-476-3100	SUPPLIES	306.48
Vendor STAPLES BUSINESS CREDIT Total:							573.89
Vendor: STEPHENVILLE PIPE & TRADE LLC							
STEPHENVILLE PIPE & TRAD	09/19/2023	40177	09/12/2023	OXYGEN REFILL	020-610-3100	SUPPLIES	16.00
Vendor STEPHENVILLE PIPE & TRADE LLC Total:							16.00
Vendor: STONE'S AUTO SUPPLY, INC.							
STONE'S AUTO SUPPLY, INC.	09/18/2023	31WB7787	09/14/2023	COOLANT FILTER - PCT 2	022-612-4500	R & M - EQUIPMENT	21.10
STONE'S AUTO SUPPLY, INC.	09/18/2023	31WB8324	09/14/2023	OIL DRY - PCT 2	022-612-3100	SUPPLIES	21.38
Vendor STONE'S AUTO SUPPLY, INC. Total:							42.48
Vendor: TELLUS EQUIPMENT SOLUTIONS LLC							
TELLUS EQUIPMENT SOLUTI	09/14/2023	P06127	09/06/2023	OIL, FUEL & AIR FILTERS-UN	024-614-4500	R & M - EQUIPMENT	433.79
TELLUS EQUIPMENT SOLUTI	09/18/2023	W00516	09/08/2023	SERVICE CALL & REPAIR - U	022-612-4500	R & M - EQUIPMENT	667.00
Vendor TELLUS EQUIPMENT SOLUTIONS LLC Total:							1,100.79
Vendor: TEXAS COMMISSION ON LAW ENFOR							
TEXAS COMMISSION ON LA	09/14/2023	A ULLOA	09/14/2023	ANDRES ULLOA-JAILER FIRE	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	C CHANCE	09/14/2023	CAMERON CHANCE-JAILER	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	C O'BRIEN	09/14/2023	CADEN O'BRIEN-JAILER FIRE	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	E JONES	09/14/2023	EDDIE JONES-JAILER FIREAR	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	J BENNETT	09/14/2023	JERRICK BENNETT-JAILER FI	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	J PALENCIA	09/14/2023	JOHN PALENCIA-JAILER FIRE	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	M GUTIERREZ	09/14/2023	MAYRA GUTIERREZ-JAILER F	010-561-4150	CONTINUING EDUCATION	35.00
TEXAS COMMISSION ON LA	09/14/2023	T BAETZ	09/14/2023	TRISTAN BAETZ-JAILER FIRE	010-561-4150	CONTINUING EDUCATION	35.00
Vendor TEXAS COMMISSION ON LAW ENFOR Total:							280.00
Vendor: TEXAS COMPTROLLER OF PUBLIC A							
TEXAS COMPTROLLER OF P	09/19/2023	FY23 RENEWAL	09/19/2023	FY23 RENEWAL	010-409-4160	DUES	100.00
Vendor TEXAS COMPTROLLER OF PUBLIC A Total:							100.00

Expense Approval Register

Packet: APPKT01629 - COMMISSIONER'S COURT 09252023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
Vendor: TEXAS DEPARTMENT OF STATE HEA							
TEXAS DEPARTMENT OF STA	09/20/2023	2019973	09/01/2023	AUG 2023 REMOTE BIRTH A	010-208-4000	COUNTY CLERK	162.87
Vendor TEXAS DEPARTMENT OF STATE HEA Total:							162.87
Vendor: TEXAS TRUCKS DIRECT							
TEXAS TRUCKS DIRECT	09/14/2023	01P193717	08/23/2023	OILER CAP - PCT 4	024-614-4500	R & M - EQUIPMENT	14.37
TEXAS TRUCKS DIRECT	09/14/2023	01P194060	09/05/2023	BELT - MAINT BARN BROO	020-610-4500	R & M - EQUIPMENT	73.65
TEXAS TRUCKS DIRECT	09/14/2023	01P194403	09/08/2023	AIR SPRING - PCT 4	024-614-4500	R & M - EQUIPMENT	155.88
TEXAS TRUCKS DIRECT	09/18/2023	01P194624	09/14/2023	MULE WIPES & GLASS CLEA	022-612-3100	SUPPLIES	66.33
Vendor TEXAS TRUCKS DIRECT Total:							310.23
Vendor: THE WATER SHOP							
THE WATER SHOP	09/14/2023	60122	09/01/2023	WATER - JUV PROBATION	250-572-4600	LEASE - EQUIPMENT	16.00
Vendor THE WATER SHOP Total:							16.00
Vendor: THOMSON REUTERS-WEST							
THOMSON REUTERS-WEST	09/18/2023	848857335	09/01/2023	ONLINE SOFTWARE CHARG	025-475-4230	ONLINE RESOURCES	98.00
THOMSON REUTERS-WEST	09/18/2023	848857335	09/01/2023	ONLINE SOFTWARE CHARG	025-476-4230	ONLINE RESOURCES	98.00
THOMSON REUTERS-WEST	09/20/2023	848989778	09/14/2023	KINKEADE & MCCOLLOCHS	025-455-4370	PUBLICATIONS	211.00
THOMSON REUTERS-WEST	09/20/2023	848995853	09/15/2023	TEXAS PENAL CODE	025-455-4370	PUBLICATIONS	211.00
Vendor THOMSON REUTERS-WEST Total:							618.00
Vendor: TOMMY SHELTON							
TOMMY SHELTON	09/14/2023	9/11/2023	09/14/2023	RECERTIFICATION FEES	010-544-4150	CONTINUING EDUCATION	61.61
Vendor TOMMY SHELTON Total:							61.61
Vendor: TRACIE MILLER							
TRACIE MILLER	09/18/2023	066-23	09/04/2023	COURT REPORTING SERVICE	015-426-4832	COURT REPORTER	452.91
Vendor TRACIE MILLER Total:							452.91
Vendor: TRANS-TEXAS TIRE OF STEPHENVI							
TRANS-TEXAS TIRE OF STEP	09/18/2023	1-114514	09/08/2023	TIRE ROTATION, OIL CHANG	010-560-4540	R & M - VEHICLE	110.00
TRANS-TEXAS TIRE OF STEP	09/18/2023	1-114614	09/11/2023	TIRE DISMOUNT LIC 139285	010-560-4540	R & M - VEHICLE	113.00
Vendor TRANS-TEXAS TIRE OF STEPHENVI Total:							223.00
Vendor: TRIPLE CROWN FORD LINCOLN LLC							
TRIPLE CROWN FORD LINC	09/14/2023	514787	08/01/2023	FUEL FILTER CAP-UNIT #802	010-543-4540	R & M - VEHICLE	54.00
TRIPLE CROWN FORD LINC	09/18/2023	638730/1	07/31/2023	REPAIR FUEL SENSOR - VOL	010-543-4540	R & M - VEHICLE	231.62
TRIPLE CROWN FORD LINC	09/18/2023	640297/1	08/23/2023	REPAIR CAC TUBE - VOL FIR	010-543-4540	R & M - VEHICLE	448.03
Vendor TRIPLE CROWN FORD LINCOLN LLC Total:							733.65
Vendor: TYLER TECHNOLOGIES, INC							
TYLER TECHNOLOGIES, INC	09/14/2023	025-437535	08/31/2023	RM VITALS ACCESS	070-680-4900	IT - SOFTWARE/HARDWARE	75.00
TYLER TECHNOLOGIES, INC	09/19/2023	025-438210	09/13/2023	VITALS ACCESS PROJ MANA	070-680-4900	IT - SOFTWARE/HARDWARE	112.50
Vendor TYLER TECHNOLOGIES, INC Total:							187.50
Vendor: UNIFIRST HOLDING,INC							
UNIFIRST HOLDING,INC	09/14/2023	2810197874	09/01/2023	PCT 2 UNIFORMS	022-612-3300	UNIFORMS	168.79
UNIFIRST HOLDING,INC	09/14/2023	2810199080	09/04/2023	MAINT BARN SUPPLIES	020-610-3100	SUPPLIES	14.29
UNIFIRST HOLDING,INC	09/14/2023	2810199080	09/04/2023	MAINT BARN UNIFORMS	020-610-3300	UNIFORMS	51.50

Expense Approval Register

Packet: APPKT01629 - COMMISSIONER'S COURT 09252023

Vendor Name	Post Date	Payable Number	Payable Date	Description (Item)	Account Number	Account Name	Amount
UNIFIRST HOLDING,INC	09/14/2023	2810199080	09/04/2023	PCT 1 UNIFORMS	021-611-3300	UNIFORMS	145.39
UNIFIRST HOLDING,INC	09/14/2023	2810199095	09/04/2023	PCT 4 SUPPLIES	024-614-3100	SUPPLIES	9.12
UNIFIRST HOLDING,INC	09/14/2023	2810199095	09/04/2023	PCT 4 UNIFORMS	024-614-3300	UNIFORMS	141.40
UNIFIRST HOLDING,INC	09/18/2023	2810201086	09/08/2023	PCT 2 UNIFORMS	022-612-3300	UNIFORMS	168.79
UNIFIRST HOLDING,INC	09/14/2023	2810201922	09/11/2023	MAINT BARN SUPPLIES	020-610-3100	SUPPLIES	14.29
UNIFIRST HOLDING,INC	09/14/2023	2810201922	09/11/2023	MAINT BARN UNIFORMS	020-610-3300	UNIFORMS	81.86
UNIFIRST HOLDING,INC	09/14/2023	2810201922	09/11/2023	PCT 1 UNIFORMS	021-611-3300	UNIFORMS	115.03
UNIFIRST HOLDING,INC	09/18/2023	2810201923	09/11/2023	MAT SERVICE - SHERIFF	010-560-3100	SUPPLIES	69.70
UNIFIRST HOLDING,INC	09/14/2023	2810201957	09/11/2023	PCT 4 SUPPLIES	024-614-3100	SUPPLIES	9.12
UNIFIRST HOLDING,INC	09/14/2023	2810201957	09/11/2023	PCT 4 UNIFORMS	024-614-3300	UNIFORMS	141.40
Vendor UNIFIRST HOLDING,INC Total:							1,130.68
Vendor: VFIS OF TEXAS/REGNIER & ASSOC							
VFIS OF TEXAS/REGNIER &	09/14/2023	7923	07/13/2023	AUTO INSURANCE - ACCT E	010-543-4808	INSURANCE - VEHICLE	388.95
Vendor VFIS OF TEXAS/REGNIER & ASSOC Total:							388.95
Vendor: VICTORY ROCK LLC							
VICTORY ROCK LLC	09/14/2023	12525829	08/31/2023	ROAD MATERIAL - PCT 4	024-614-3500	ROAD MATERIALS	9,397.95
VICTORY ROCK LLC	09/14/2023	12525830	08/31/2023	GRADE 4 ROCK FOR CR 172	023-613-3500	ROAD MATERIALS	1,913.12
VICTORY ROCK LLC	09/14/2023	12525887	09/08/2023	ROAD BASE - PCT 4	024-614-3500	ROAD MATERIALS	224.40
Vendor VICTORY ROCK LLC Total:							11,535.47
Vendor: WANDA GREER							
WANDA GREER	09/18/2023	9/10-9/13/2023	09/18/2023	DIST CLERK FALL CONFERNC	010-450-4150	CONTINUING EDUCATION	235.80
Vendor WANDA GREER Total:							235.80
Vendor: WARREN POWER ATTACHMENTS							
WARREN POWER ATTACHM	09/14/2023	1192	09/01/2023	THERMOSTAT-PATCH TRUCK	021-611-4500	R & M - EQUIPMENT	467.39
WARREN POWER ATTACHM	09/19/2023	1202	09/12/2023	THERMOSTAT - EMULSION S	023-613-4500	R & M - EQUIPMENT	805.25
Vendor WARREN POWER ATTACHMENTS Total:							1,272.64
Vendor: WRIGHT ASPHALT PRODUCTS CO LL							
WRIGHT ASPHALT PRODUC	09/19/2023	SINV211799	09/11/2023	CRS-2	023-613-3500	ROAD MATERIALS	15,558.49
WRIGHT ASPHALT PRODUC	09/14/2023	SINV211800	09/11/2023	3000PR EMULSION CR 516	021-611-3500	ROAD MATERIALS	23,389.62
Vendor WRIGHT ASPHALT PRODUCTS CO LL Total:							38,948.11
Grand Total:							203,333.41

Fund Summary

Fund	Expense Amount
010 - GENERAL	103,478.86
015 - JUDICIAL	15,937.91
020 - ROAD & BRIDGE	2,465.91
021 - PRECINCT - 1	26,398.04
022 - PRECINCT - 2	7,477.60
023 - PRECINCT - 3	21,731.60
024 - PRECINCT - 4	13,556.43
025 - LAW LIBRARY	734.70
029 - ELECTIONS - CONTRACTED	585.64
034 - RECORDS PRESERVATION - CC	2,925.00
046 - PRETRIAL INTERVENTION - COUNTY ATTORNEY	1,286.72
070 - CAPITAL PROJECTS	5,821.43
225 - ADULT PROBATION - BASIC	849.36
227 - ADULT PROBATION - COMMUNITY SERVICE	18.21
250 - JUVENILE PROBATION	66.00
Grand Total:	203,333.41

Account Summary

Account Number	Account Name	Expense Amount
010-208-4000	COUNTY CLERK	162.87
010-208-8000	JP - I	3,286.40
010-208-8100	JP - II	10.24
010-400-4284	MILEAGE REIMBURSEME	203.05
010-400-4600	LEASE - EQUIPMENT	202.44
010-403-3100	SUPPLIES	195.36
010-403-4600	LEASE - EQUIPMENT	743.37
010-405-4284	MILEAGE REIMBURSEME	113.97
010-409-3120	POSTAGE	12.45
010-409-4030	AUDIT	13,125.00
010-409-4160	DUES	100.00
010-409-4300	ADVERTISING	1,361.75
010-409-4600	LEASE - EQUIPMENT	607.56
010-409-4810	FEES	1.00
010-409-4900	IT - SOFTWARE/HARDW	4,630.50
010-450-4150	CONTINUING EDUCATIO	235.80
010-450-4600	LEASE - EQUIPMENT	149.65
010-455-3100	SUPPLIES	245.21
010-456-3100	SUPPLIES	57.12
010-456-4600	LEASE - EQUIPMENT	85.53
010-475-4600	LEASE - EQUIPMENT	72.54
010-476-3100	SUPPLIES	2,052.82
010-495-4600	LEASE - EQUIPMENT	104.04

Account Summary

Account Number	Account Name	Expense Amount
010-497-4150	CONTINUING EDUCATIO	235.11
010-497-4600	LEASE - EQUIPMENT	68.94
010-499-3100	SUPPLIES	1,486.20
010-499-3120	POSTAGE	12,600.00
010-499-4284	MILEAGE REIMBURSEME	29.49
010-499-4600	LEASE - EQUIPMENT	115.00
010-503-3100	SUPPLIES	41.91
010-516-3100	SUPPLIES	929.76
010-516-4220	INTERNET	586.00
010-516-4400	UTILITIES	7,260.14
010-516-4520	R & M - GENERAL	12,192.95
010-516-4540	R & M - VEHICLE	172.00
010-540-3102	SUPPLIES - AMBULANCE	233.00
010-540-4108	MEDICAL TRANSPORT	5,250.00
010-540-4400	UTILITIES	72.68
010-540-4500	R & M - EQUIPMENT	55.80
010-543-3100	SUPPLIES	7,833.75
010-543-4400	UTILITIES	72.68
010-543-4540	R & M - VEHICLE	5,572.23
010-543-4600	LEASE - EQUIPMENT	72.54
010-543-4808	INSURANCE - VEHICLE	388.95
010-544-4150	CONTINUING EDUCATIO	61.61
010-552-4540	R&M - VEHICLE	600.00
010-560-3100	SUPPLIES	692.18
010-560-4180	PERSONNEL COSTS	175.00
010-560-4540	R & M - VEHICLE	230.00
010-560-4600	LEASE - EQUIPMENT	342.11
010-560-4900	IT - SOFTWARE/HARDW	91.00
010-561-3100	SUPPLIES	2,663.14
010-561-3400	SUPPLIES - JANITORIAL	560.08
010-561-4150	CONTINUING EDUCATIO	280.00
010-561-4180	PERSONNEL COSTS	700.00
010-561-4250	FUEL	157.37
010-561-4960	EXTRADITION	35.36
010-561-4966	INMATE - MEALS	6,938.73
010-580-4150	CONTINUING EDUCATIO	304.20
010-581-3100	SUPPLIES	12.40
010-581-4600	LEASE - EQUIPMENT	128.83
010-600-4600	LEASE - EQUIPMENT	79.00
010-630-4103	MEDICAL - AUTOPSY	4,950.00
010-630-4104	MEDICAL - CREMATIONS	1,200.00
010-645-3100	SUPPLIES	5.05

Account Summary

Account Number	Account Name	Expense Amount
010-665-4600	LEASE - EQUIPMENT	245.00
015-426-4050	ATTORNEY - AD LITEM CI	5,060.00
015-426-4052	ATTORNEY - AD LITEM C	2,775.00
015-426-4054	ATTORNEY - AD LITEM J	400.00
015-426-4832	COURT REPORTER	452.91
015-435-4052	ATTORNEY - AD LITEM C	7,250.00
020-610-3100	SUPPLIES	44.58
020-610-3300	UNIFORMS	133.36
020-610-4400	UTILITIES	865.29
020-610-4500	R & M - EQUIPMENT	1,377.68
020-610-4600	LEASE - EQUIPMENT	45.00
021-611-3300	UNIFORMS	260.42
021-611-3500	ROAD MATERIALS	23,389.62
021-611-4180	PERSONNEL COSTS	50.00
021-611-4500	R & M - EQUIPMENT	2,698.00
022-612-3100	SUPPLIES	87.71
022-612-3300	UNIFORMS	337.58
022-612-4180	PERSONNEL COSTS	50.00
022-612-4500	R & M - EQUIPMENT	7,002.31
023-613-3500	ROAD MATERIALS	18,423.61
023-613-4180	PERSONNEL COSTS	125.00
023-613-4500	R & M - EQUIPMENT	3,182.99
024-614-3100	SUPPLIES	218.23
024-614-3300	UNIFORMS	282.80
024-614-3500	ROAD MATERIALS	9,622.35
024-614-4250	FUEL	1,029.00
024-614-4500	R & M - EQUIPMENT	2,404.05
025-455-4370	PUBLICATIONS	422.00
025-475-4230	ONLINE RESOURCES	98.00
025-476-4230	ONLINE RESOURCES	214.70
029-490-3100	SUPPLIES	585.64
034-403-4000	PROFESSIONAL SERVICE	2,925.00
046-475-3100	SUPPLIES	1,286.72
070-680-4900	IT - SOFTWARE/HARDW	187.50
070-680-5300	BUILDINGS	5,633.93
225-570-3100	SUPPLIES	796.00
225-570-4600	LEASE - EQUIPMENT	53.36
227-571-4000	CONTRACT SERVICES	18.21
250-572-4600	LEASE - EQUIPMENT	16.00
250-574-4150	CONTINUING EDUCATIO	50.00
	Grand Total:	203,333.41

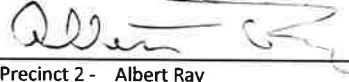
Project Account Summary

Project Account Key	Expense Amount
None	203,333.41
Grand Total:	203,333.41

Authorization Signatures


County Judge - Brandon Huckabee

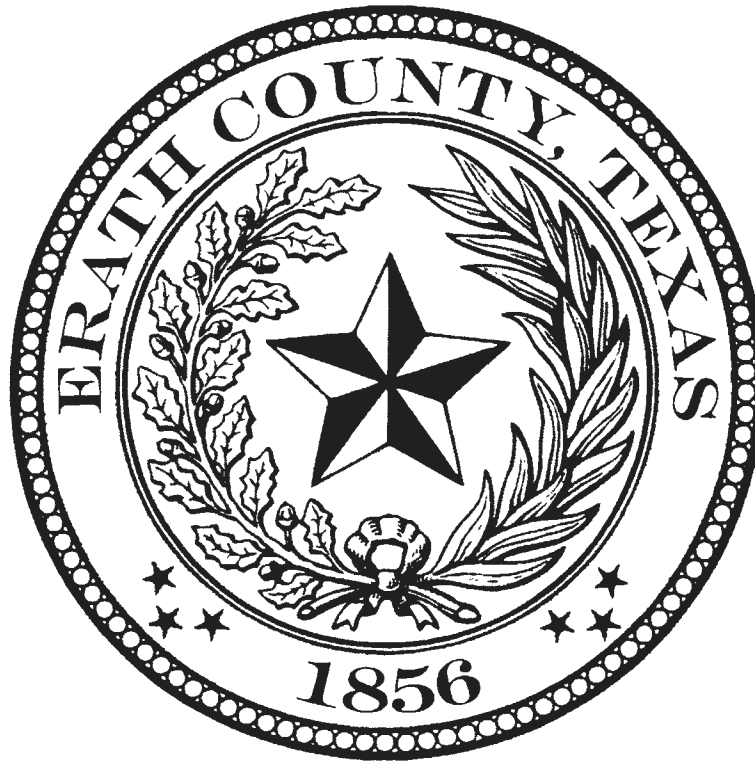

Commissioner Precinct 1 - Dee Stephens


Commissioner Precinct 2 - Albert Ray


Commissioner Precinct 3 - Joe Brown


Commissioner Precinct 4 - Jim Buck

Draft



ERATH COUNTY

EMPLOYEE HANDBOOK

ERATH COUNTY
EMPLOYEE HANDBOOK

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EMPLOYEE HANDBOOK ACKNOWLEDGEMENT

I have received a copy of the Erath County Employee Handbook that outlines my benefits and obligations as a County employee. I understand that I am responsible for reading and familiarizing myself with the information in this handbook and understand that it contains general personnel policies of the County. If I need clarification on any of the information in this handbook, I will contact my immediate supervisor.

I further understand that the Erath County Employee Handbook is not a contract of employment. I understand that I am an at-will employee and that either the County or I may terminate my employment at any time, with or without cause, and with or without notice.

I understand that this employee handbook is intended to provide guidance in understanding of Erath County's policies, practices and benefits. I understand that Erath County retains the right to change this handbook at any time, and to modify or cancel any of its employee benefits when the need for change is recognized.

I understand as a County employee, I shall have no expectation of privacy when using county computers, networks, or other county owned equipment. Improper use may result in discipline up to and including termination.

I further understand that as an Erath County employee, I am expected to provide quality service to the public; to work towards the highest degree of safety possible for my fellow workers', to continually make suggestions for improvements, and to display a spirit of teamwork and cooperation.

I understand that I may be subject to reasonable suspicion or post-accident drug and alcohol testing. If I am required to have a Commercial Driver's License (CDL) for my county position, I will be subject to random, reasonable suspicion, post-accident and follow-up drug and alcohol testing.

I have read these policies and understand these policies and I agree to abide by and adhere to these policies.

Printed Name of Employee

Signature of Employee

Date Signed

**COUNTY OF ERATH COUNTY
COMMISSIONERS COURT ORDER**

WHEREAS the Erath County Commissioners Court desires to provide the employees of Erath County with a uniform format for dealing with various employment related issues; and

WHEREAS the Erath County Commissioners Court wish to adequately communicate to employees the policies and procedures of the County:

THEREFORE, BE IT RESOLVED that the Erath County Commissioners Court and hereby approve, and adopt, the ERATH COUNTY EMPLOYEE HANDBOOK.

ADOPTED THIS _____ DAY OF _____, 20__

County Judge

Commissioner Pct. 1

Commissioner Pct. 2

Commissioner Pct. 3

Commissioner Pct. 4

Witnessed and Attested By:

County Clerk

RESOLUTION FOR ERATH COUNTY

I the undersigned have read the Erath County Employee Handbook that the Erath County Commissioner's Court has adopted. As an ELECTED OFFICIAL of Erath County, I endorse and approve the Employee Handbook. I approve the document as it reflects my commitment to Erath County employees and it reflects my commitment to conform to appropriate state and federal laws.

I agree to be bound by the terms and conditions of the Erath County Employee Handbook, as witnessed by my signatures below.

Printed Name of Elected Official

Office of Elected Official

Signature of Elected Official

Date Signed

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Printed Name of Elected Official

Office of Elected Official

Signature of Elected Official

Date Signed

Erath County Employee Handbook

Welcome to Erath County!

We are excited to have you as an employee of Erath County. You were hired because the elected official, appointed official or department head believes you can contribute to the success of Erath County, and share our commitment to serving the public and our constituents with excellence.

Erath County is committed to providing excellent service to the public in all of our county offices. As part of the team, we hope you will discover that the pursuit of excellence is a rewarding aspect of your career here.

This employee handbook contains some key policies, benefits, and expectations of Erath County, and other information you will need. Each elected or appointed official may have detailed policy and procedures for their office.

Your job is essential to fulfilling our mission of serving our county constituents every day and to meet or exceed their expectations. We achieve this through dedicated hard work and commitment from every Erath County employee. You should use this handbook as a ready reference as you pursue your career with Erath County. Please consult with your elected official, appointed official or department head regarding questions you may have concerning this employee handbook.

Welcome aboard!

Sincerely,

County Judge

Commissioner Pct. 1

Commissioner Pct. 2

Commissioner Pct. 3

Commissioner Pct. 4

SECTION 1: GENERAL POLICIES

A. COUNTY EMPLOYMENT

1A-1 EMPLOYMENT AT-WILL

All employment with Erath County shall be considered “at will” employment. No contract of employment shall exist between any individual and Erath County for any duration, either specified or unspecified. No provision of this employee handbook shall be construed as modifying your employment at will status.

Erath County shall have the right to terminate the employment of any employee for any legal reason, or no reason, at any time either with or without notice.

Erath County shall also have the right to change any condition, benefit, policy, or privilege of employment at any time, with or without notice. Employees of Erath County shall have the right to leave their employment with the County at any time, with or without notice.

1A-2 EMPLOYEE STATUS POLICY

REGULAR FULL TIME: A full time employee shall be any employee in a position which has a normal work schedule of at least thirty (30) hours per week. Full time employees are eligible for county benefits for which they are qualified. Employees may be non-exempt, hourly employees or exempt employees. Non-exempt employees are eligible for overtime compensation. Exempt employees are not eligible for overtime compensation. Erath County makes exempt status determination based on the Fair Labor Standards Act.

REGULAR PART TIME: A part time employee shall be any employee in a position which has a normal work schedule of less than twenty-nine (29) hours per week. All regular part time employees must be placed on TCDRS retirement regardless of the number of hours worked per week. Regular part time employees are not entitled to most county benefits.

TEMPORARY: A temporary employee shall be any employee who is hired into a position that is expected to last for a specific duration or until a specific project is completed. Temporary employees may have work schedules as assigned by their manager. Temporary employees are not entitled to any county benefits.

All employees are considered to be “at will” employees and employee status shall not be considered a contract of employment.

Each county position has an employee status that identifies how the position is paid and how benefits are granted by Commissioners Court. The status of a position cannot be changed without the approval of the Commissioners Court. This policy defines both health insurance and retirement benefits. Full time employees will be eligible for health insurance, vision, and dental.

All other classifications must be included in the county initial and/or standard measurement periods for the Affordable Care Act.

Temporary Seasonal: A seasonal employee shall be any employee who is hired into a position that lasts six (6) or less months and begins at approximately the same time each year. Examples may include, but are not limited to, lifeguards, summer mowers, and election workers. Seasonal employees can be either part time or full time, and they may qualify for health insurance through the county under the Affordable Care Act depending on the number of hours worked per week, and the length of employment. Temporary seasonal employees are not eligible for retirement benefits under TCDRS. Other county policies will dictate eligibility for other benefits.

Regular Variable Hour: A variable hour employee shall be any employee for whom the county cannot determine the average amount of hours that the employee will work each week – hours are variable or indeterminate at the time of the employee's start date. If the employee works an average of thirty (30) or more hours a week in the measurement period, the employee will be eligible for health insurance through the county under the Affordable Care Act. If an employee's schedule becomes regular, then the employee shall be reclassified as full or part time depending on the hours worked. Regular variable hour employees are eligible for retirement benefits under TCDRS. Other county policies will dictate eligibility for other benefits.

Temporary Part Time: A temporary short-term part-time employee shall be any employee who is expected to work less than thirty (30) hours each week in a position that is expected to last for a specific period of time or until a specific project is completed, but no longer than 12 months. If this project goes beyond 12 months, the employee will move into a regular part time status. Temporary short-term part-time employees are not entitled to any benefits under the Affordable Care Act and are also not eligible for retirement benefits under TCDRS. Other county policies will dictate eligibility for other benefits.

Temporary Full Time: A temporary short-term full-time employee shall be any employee who is expected to work for thirty (30) or more hours each week in a position that is expected to last for a specific period of time or until a specific program is completed, but no longer than 12 months. If this project goes beyond 12 months, the employee will move into a regular full-time status. Temporary short-term full-time employees are not eligible for retirement benefits under TCDRS. Temporary full-time employees will be eligible under the Affordable Care Act for county health benefits. Other county policies will dictate eligibility for other benefits.

Temporary Regular Variable Hour: A temporary variable hour employee shall be any employee for whom the county cannot determine the average amount of hours that the employee will work each week – hours are variable or indeterminate at the time of the employee's start date. This position will be expected to last for a specific period of time or until a specific program is completed, but no longer than 12 months. If this project goes beyond 12 months, the employee will move into either a Regular Full-Time position or a Regular Part Time position. If the employee works an average of thirty (30) or more hours a week in the measurement period, the employee will be eligible for health insurance through the county under the Affordable Care

Act. If an employee's schedule becomes regular, then the employee shall be reclassified as temporary full time or temporary part time depending on the hours worked. Temporary variable hour employees are not eligible for retirement benefits under TCDRS. Other county policies will dictate eligibility for other benefits.

1A-3 EQUAL EMPLOYMENT OPPORTUNITY

Erath County is an equal opportunity employer. The county will not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, including lesbian, gay, bi-sexual or transgender status, age, genetic information, pregnancy, veteran status, disability, or any other condition or status protected by law in hiring, promotion, demotion, raises, termination, training, discipline, use of employee facilities or programs, or any other benefit, condition, or privilege of employment except where required by state or federal law or where a bona fide occupational qualification exists. If an employee needs an accommodation as a result of a condition or status protected by law, please advise your elected official, appointed official, department head or the county attorney

1A-4 AMERICANS WITH DISABILITIES ACT AMENDMENTS ACT

It is the policy of Erath County to prohibit any harassment of, or discriminatory treatment of employees on the basis of a disability or because an employee has requested a reasonable accommodation. If an employee feels they have been subject to such treatment, or has witnessed such treatment, the situation should be reported to your elected official, appointed official, department head or the county attorney. All elected officials, appointed officials, department heads and employees with responsibilities requiring knowledge are instructed to treat the employee's disability with confidentiality.

The County allows only service animals to be on County property. A service animal is defined as an animal that is trained to perform tasks for an individual with a disability. Erath County can ask for the service animal to be removed when: 1) the animal is out of control and the handler doesn't take immediate action to control the animal, or 2) when the animal is not housebroken.

It is Erath County's policy to reasonably accommodate qualified individuals with disabilities unless the accommodation would impose an undue hardship on the county. In accordance with the Americans with Disabilities Act, as amended (ADAAA), reasonable accommodations may be provided to qualified individuals with disabilities when such accommodations are necessary to enable them to perform the essential functions of their jobs, or to enjoy the equal benefits and privileges of employment. This policy applies to all applicants for employment, and all employees. If you require accommodation, please contact your elected official, appointed official, department head or the county attorney. Reasonable accommodation shall be determined through an interactive process of consultation.

1A-5 PERSONNEL FILES

The Erath County Human Resources department will retain basic employee information in an individual personnel file, and the Sheriff's Office will retain personnel files that are made readily available to the Texas Commission on Law Enforcement for auditing purposes. A personnel file will include all pertinent employment documents such as resume, application, W-4, job description, garnishment orders and records, as well as, records concerning performance, discipline and compensation.

It is important that the personnel records of Erath County be accurate at all times. In order to avoid issues, compromising your benefit eligibility or having W2's returned, Erath County requests employees to promptly notify the appropriate personnel representative or request through Employee Self Service (ESS) portal to make change in name, home address, telephone number, marital status, number of dependents, or of any other pertinent information.

The Public Information Act allows county employees to keep their home addresses, home telephone numbers, social security numbers, emergency contact information, and information that reveals whether the employee has family members confidential. Employees may keep this information private by requesting in writing not to allow this information to be released to the public no later than 14 days after their first day of employment.

1A-6 NEPOTISM

Texas Government Code Chapter 573, a Public Official of Erath County is prohibited from hiring a relative related within the third degree of consanguinity (blood) or within the second degree of affinity (marriage) to work in a department that they supervise or exercise control over.

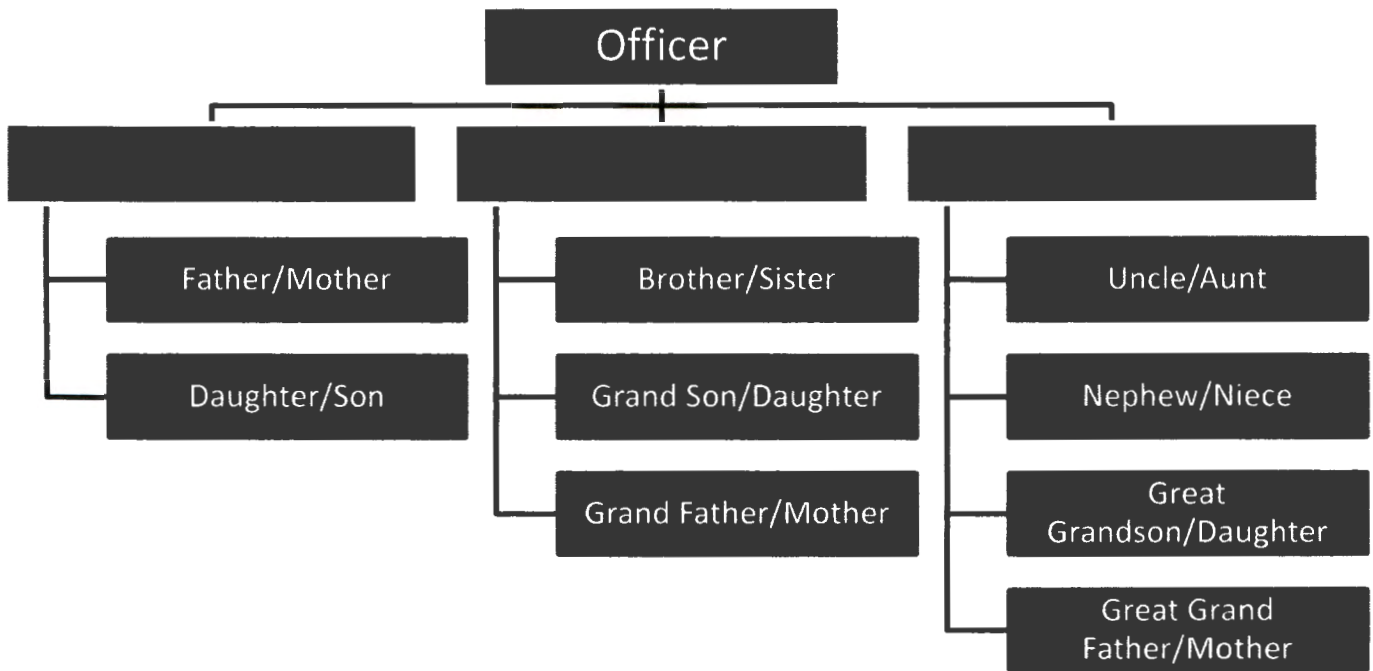
A relative of an elected or appointed official of Erath County shall not be hired on a contract basis unless the following criteria are met and the Commissioners' Court gives approval.

- a) All reasonable efforts were made to get contract bids from other qualified individuals.
- b) The cost/quality ratio of the work expected from the individual is most favorable of all bidders; and
- c) The relationship created by the contract is not detrimental to the interest of the county.

A degree of relationship is determined under Texas Government Code Chapter 573. (See the charts that follow.)

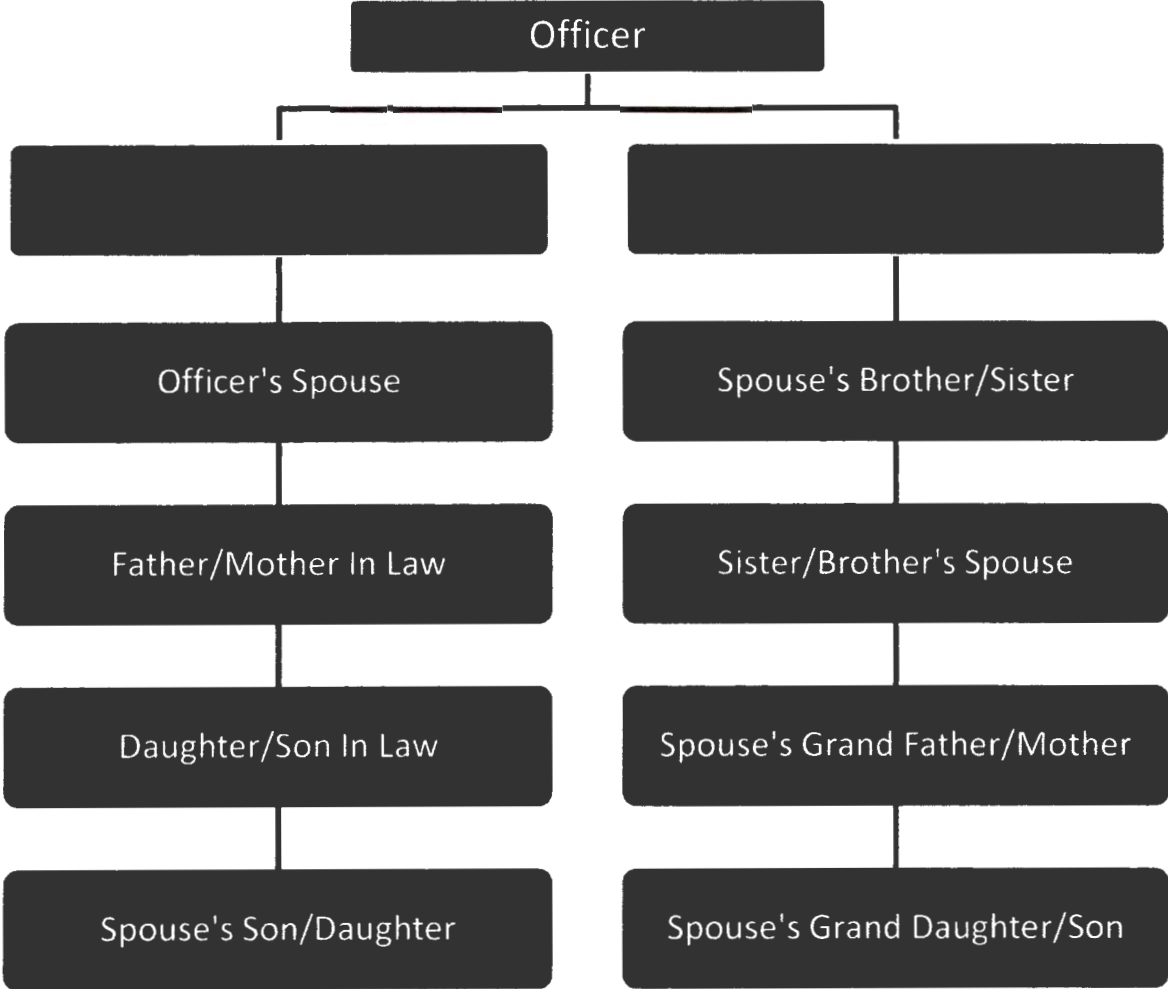
CONSANGUINITY KINSHIP CHART

(Relationship by Blood)



AFFINITY KINSHIP CHART

(Relationship by Marriage)



B. WORK RULES AND EMPLOYEE RESPONSIBILITY

1B-1 ATTENDANCE

As an Erath County employee, you are expected to be punctual and demonstrate consistent attendance.

Each employee shall report to work on each day they are scheduled to work and at the starting time set by their supervisor unless prior approval for absence is given by the supervisor or the employee is unable to report for work because of circumstances beyond the control of the employee. If an employee is unable to be at work at their normal reporting time, they shall be responsible for notifying their supervisor at least 1 hour prior to the scheduled start of their shift or as soon as it is reasonably practicable in the case of an emergency.

Calls to non-designated personnel (not the direct supervisor), text messages, or messages left on voicemail will not be considered appropriate notification unless prior approval from a supervisor is given.

Each supervisor must provide their employees with their personal cell phone or home phone number as a point of contact for their employees.

Each employee shall remain on the job until the normal quitting time established by the supervisor unless permission to leave early is given by the supervisor.

Each supervisor is responsible for determining if an unscheduled absence or tardiness is to be classified as excused or unexcused, based on the circumstances causing the absence or tardiness. Frequent unexcused absences or tardiness, as determined by your immediate supervisor, may make an employee subject to disciplinary measures, up to and including termination of employment.

An employee who does not report for work for three (3) consecutive scheduled work days, and who fails to notify their supervisor, shall be considered to have resigned their position by abandonment.

1B-2 DRESS CODE/BEHAVIOR CODE

Erath County expects all employees to be well groomed, clean, and neat at all times. Each Elected Official or department head will determine the type of attire that is acceptable.

However, jeans with holes, shirts with inappropriate messages or clothing that when worn appears tight or is considered revealing will not be allowed.

Erath County employees are permitted to have tattoos while employed at Erath County. Tattoos that are exposed must be in a professional tasteful manner. Any tattoos that are considered unprofessional or untasteful by a supervisor must remain covered while at work.

Erath County employees are permitted to have piercings while employed at Erath County. The piercings that are exposed must be limited to maintain a professional appearance while at work. It will be left to the employee's supervisor to determine what is excessive or unprofessional piercings.

Erath County employee's hairstyles must remain neat and clean while at work. Erath County employees will not be discriminated for their natural hairstyles under the Texas state law CROWN Act 2023.

Employees are required to act in a professional manner at all times and extend the highest courtesy to co-workers and to the public being served. A cheerful and positive attitude is essential to our commitment to customer service.

1B-3 TOBACCO/SMOKE FREE WORKPLACE

Erath County endeavors to provide a healthy environment. Therefore, any form of tobacco or vaping consumed in county buildings and county vehicles is strictly prohibited. Additionally, no smoking is allowed within ten (10) feet of the exterior entranceways.

Additionally, no tobacco is allowed on or in any property owned by Erath County this is to include but not limited to motor vehicles or construction and/or road repair equipment or tractors.

This policy also applies to all visitors to Erath County property and or employees. Visitors should be informed of this policy when necessary.

1B-4 CONFLICT OF INTEREST

Employees of Erath County shall not engage in any employment, relationship, or activity which could be viewed as a conflict of interest because of the potential or appearance of affecting the employee's job efficiency, or which would reduce their ability to make objective decisions in regard to their work and responsibility as an Erath County employee.

Employees involved in conflict of interest situations shall be subject to discipline, up to and including termination and these actions may have criminal consequences for employees.

Employees shall not engage in private business activities during their working hours and shall not use County Property, equipment or facilities for such activities unless otherwise allowed by

this policy (exception would be sheriff's office employees who are employed in a law enforcement capacity off duty in Erath County where they may be called upon to take law enforcement action.)

Employees of Erath County shall have the right to support candidates of their choice and to engage in political activity during their personal time.

- 1) County employees shall not use their official authority or influence to interfere with or affect the result of any election or nomination for office.
- 2) Directly or indirectly coerce, attempt to coerce, command or advise another person to pay, lend or contribute anything of value to a party, committee, organization, agency or person for political reason
- 3) Use any equipment, property or material owned by Erath County for political activity or engage in political activity while on duty for the County.
- 4) Employees will be allowed to cast a vote on election day while on duty by providing enough notification to supervisor.

Erath County will not enter into any contract to purchase any item from an elected county official. The county will not "do business" with any business owned by an elected county official or who has a partnership, is a shareholder, officer, or director who is an elected county official. With Commissioner Court approval, Erath County could conduct business with the business of a current employee.

Activities which constitute a conflict of interest shall include but not be limited to:

- 1) Soliciting, accepting, or agreeing to accept a financial benefit, gift, or favor, other than from the County, that might reasonably tend to influence the employee's performance of duties for the County or that the employee knows or should know is offered with the intent to influence the employee's performance;
- 2) Accepting employment, compensation, gifts, or favors that might reasonably tend to induce the employee to disclose confidential information acquired in the performance of official duties;
- 3) Accepting outside employment, compensation, gifts, or favors that might reasonably tend to impair independence of judgment in performance of duties for the County;
- 4) Making any personal investment that might reasonably be expected to create a substantial conflict between the employee's private interest and their duties for the County; or
- 5) Soliciting, accepting, or agreeing to accept a financial benefit from another person in exchange for having performed duties as a County employee in favor of that person.

1B-5 HARASSMENT

Erath County is committed to a workplace free of harassment. Harassment includes unlawful, unwelcome words, acts or displays based on sex, including lesbian, gay, bi-sexual or transgender status, sexual orientation or gender identity, race, color, religion, national origin,

age, genetic information, pregnancy, disability, family or military leave status or veteran's status. Such conduct becomes harassment when (1) the submission to the conduct is made a condition of employment; (2) the submission to, or rejection of, the conduct is used as the basis for an employment decision; or (3) the conduct creates an offensive, intimidating or hostile working environment or interferes with work performance.

Harassment is strictly prohibited by Erath County whether committed by an elected official, appointed official, department head, co-worker or non-employee with whom the county does business.

Employees who feel they have been harassed should immediately report the situation to the elected official, appointed official or department head who is responsible for the department in which they work. If, for any reason, the employee feels that reporting the harassment to the official or department head may not be the best course of action, the report should be made to the County Judge, the County Attorney, or the Human Resource Manager.

Every reported complaint will be investigated promptly and thoroughly. While all claims of harassment shall be handled with discretion, there can be no complete assurance of full confidentiality. The official or department head to which a claim has been reported shall be responsible for seeing that prompt action is taken to investigate the claim.

Once the investigation is complete, the employee making the claim shall be notified of the result of the investigation and any actions which are to be taken.

Retaliation against an employee who reports harassment or who cooperates in the investigation is prohibited by law as well as this policy. Employees who feel they have been subjected to illegal retaliation should immediately report the situation to the elected official, appointed official, or department head who is responsible for the department in which they work. If, for any reason, the employee feels that reporting the retaliation to the official or department head may not be the best course of action, the report should be made to the County Judge or to the County Attorney.

Remedial action will be taken in accordance with the circumstances when the county determines unlawful harassment or retaliation has occurred, up to and including termination.

It is the policy of Erath County to treat all employees with respect and dignity and not to discriminate against any employee on the basis of any protected class. Erath County prohibits any form of harassment. Harassment is prohibited by federal and state laws. This policy prohibits harassment of any kind; and will take appropriate action swiftly to address any violations of this policy.

Harassment can include, but is not limited to, the following actions:

Inappropriate Communication – Involves any language that is unnecessarily loud or degrades or berates, including, but not limited to, racial, religious, or sexual comments or jokes, sexual innuendoes, inappropriate personal questions, or threats of any kind, whether communicated verbally, in writing, or electronically. Also involves offensive or inappropriate written materials including, but not limited to, pictures, letters, email messages, graffiti, etc.

Physical Contact – Includes, but is not limited to, inappropriate touching, hitting, kicking, or threatening another person, including restraining by force or blocking the path of another.

Interference of Hostile Environment - Includes any behavior or action which interferes with an employee's ability to perform job duties and responsibilities, or which results in or creates a hostile or intimidating work environment.

1B-6 SEXUAL HARASSMENT

Sexual harassment is strictly prohibited by Erath County, whether committed by an elected official, an appointed official, a department head, a co-worker or a non-employee the county does business with. It is the policy of Erath County to provide a work place free from sexual harassment for all employees and to take active steps to eliminate any sexual harassment of which the County becomes aware.

Employees engaging in sexual harassment shall be subject to discipline, up to and including termination of employment. Sexual harassment shall include, but not be limited to, unwanted sexual advances, requests for sexual favors, and other verbal, non-verbal or physical conduct of a sexual nature, which includes slurs, jokes, statements, gestures, touching, pictures, emails or cartoons where: (1) the submission to such conduct is either an expressed or implied condition of employment; or (2) the submission to or rejection of such conduct is used as a basis for an employment decision affecting the harassed person; or (3) the conduct has the purpose or effect of substantially interfering with an affected person's work performance or creating an intimidating, hostile, or offensive work environment.

All claims of sexual harassment will be taken seriously and investigated promptly and thoroughly. While all claims of sexual harassment shall be handled with discretion, there can be no complete assurance of full confidentiality.

Employees who feel they have been sexually harassed should immediately report the situation to the elected official, appointed official or department head who is responsible for the department in which they work. If, for any reason, the employee feels that reporting the harassment to the official or department head may not be the best course of action, the report should be made to the County Judge or to the County Attorney.

Every reported complaint will be investigated promptly and thoroughly. The official or department head to which a claim has been reported shall be responsible for seeing that prompt action is taken to investigate the claim.

Once the investigation is complete, the employee making the claim shall be notified of the result of the investigation and any actions which are to be taken.

Use the following procedures so that your complaint may be resolved quickly and fairly.

- a) When practical, confront the harasser and ask them to stop the unwanted behavior.
- b) Record the time, place and specifics of each incident, including any witnesses.
- c) Report continuing sexual harassment to the Elected Official, Appointed Official, or Department Head who is responsible for your department or to the County Judge or the County Attorney.
- d) If a thorough investigation reveals that unlawful sexual harassment has occurred, Erath County will take effective remedial action in accordance with the circumstances, up to and including termination.

Retaliation against an employee who reports sexual harassment or who cooperates as a witness in the investigation is prohibited by law as well as this policy.

Employees who feel they have been subjected to illegal retaliation should immediately report the situation to the elected official, appointed official or department head who is responsible for the department in which they work. If, for any reason, the employee feels that reporting the retaliation to the official or department head may not be the best course of action, the report should be made to the County Judge or to the County Attorney.

Reporting or failing to report claims in accordance with the procedure given in this policy shall not limit other legal recourse an employee may have in regard to sexual harassment charges.

1B-7 POLITICAL ACTIVITY

Employees of Erath County shall have the right to support candidates of their choice and to engage in political activity during their personal time.

County employees shall not: 1) Use their official authority or influence to interfere with or affect the result of any election or nomination for office; 2) Directly or indirectly coerce, attempt to coerce, command, or advise another person to pay, lend, or contribute anything of value to a party, committee, organization, agency, or person for a political reason; or 3) Use any equipment, property or material owned by the County for political activity or engage in political activity while on duty for the County. 4) If an employee chooses to run for the office against the incumbent or which he or she is employed, the employee must resign from their job at the time of their filing. 5) Employees may not be contacted during working hours by a candidate for endorsements or signatures for any petitions in lieu of filing fees.

1B-8 OUTSIDE EMPLOYMENT

Erath County employees are expected to give their full and undivided attention to their job duties. They should not use Erath County facilities or equipment or their association with Erath County to carry on a private business or profession. Unless express approval is obtained in advance and in writing from their immediate supervisor, county employees should not engage in a profit-making business nor become involved with a non-profit organization outside of their employment with Erath County that interferes with the employee's assigned duties with Erath County.

1B-9 BREAKS

The Patient Protection and Affordable Care Act amended the Fair Labor Standards Act to require reasonable breaks for nursing mothers to express breast milk. The Texas Right to Express Breast Milk in the Workplace Act also imposes duties on public employers and, under other state law, is applicable for the duration of a nursing mother's need to express breast milk. Erath County supports the practice of expressing breast milk.

Erath County will provide reasonable paid breaks for a nursing mother to express breast milk. The nursing mother will be allowed whatever time is needed to express breast milk.

The County will provide the nursing mother with a private location, other than a bathroom, and the location will be shielded from view and free from intrusion and appropriate for expressing breast milk. The specific location will be determined on a case by case basis.

Erath County does not allow any retaliation against a nursing mother for asking for this break. Nursing mothers are entitled to this break for the duration of the time they are expressing breast milk. A reasonable accommodation will be given for the needs of employees who express breast milk. An employee of the county who needs to express breast milk may not be discriminated against.

All other employee breaks are NOT required under the Fair Labor Standards Act. Department Heads/Elected Officials MAY allow employees up to (2) paid fifteen-minute breaks taken separately during each work day. These breaks will be scheduled by the Department Head/Elected Official and NO office should be left unattended during break time. If your department provides you with a break, it may not be accumulated or used for time off. The Fair Labor Standards Act does not require any breaks other than for a nursing mother; however, if paid breaks are provided for employees, a nursing mother must be given the same amount of paid break time.

LUNCH

Employees will be allowed one hour for lunch, unless otherwise directed by the Department Head, Elected Official and Supervisor. Some individual departments remain open during this

one-hour period in order to better serve the public. In these instances, Department Heads/Elected Officials may choose to alternate times or schedules for lunch breaks for employees if it is deemed that their particular office should remain open during the regularly scheduled period.

1B-10 GRIEVANCES

Any employee having a grievance related to their job should discuss the grievance with their immediate supervisor.

If the discussion with the immediate supervisor does not resolve the grievance, and, if the immediate supervisor is not the elected or appointed official with final responsibility for the employee's department, the employee shall have the right to discuss the grievance with that official.

The decision of the elected or appointed official with final responsibility for the employee's department shall be final in all grievances.

1B-11 DISCIPLINE

Each supervisor shall have the authority to administer discipline to employees in their department for poor performance, violation of policies, disruptive behavior, or any other behavior or activity which the supervisor feels is not acceptable as it relates to the employee's job or the best interest of the department or County.

Depending on the severity of the situation, discipline may range from informal counseling up to and including immediate termination.

Examples of reasons for administering discipline shall include, **but not limited to:**

- 1) Insubordination
- 2) Absence without approval, including failure to notify a supervisor or sick leave;
- 3) Repeated tardiness or early departure
- 4) Endangering the safety of others through negligent or willful acts;
- 5) Intoxication or drug abuse while on duty;
- 6) Unauthorized use of public funds or property
- 7) Violation of the requirements of these personnel policies
- 8) Conviction of a felony
- 9) Falsification of documents or records
- 10) Unauthorized use of official information and unauthorized disclosure of confidential information;
- 11) Conviction of official misconduct
- 12) Unauthorized or abusive use of official authority;
- 13) Incompetence or neglect of duty;

- 14) Engaging in outside employment with conflicts or interferes with the performance of duties for the county.

Progressive discipline will be administered.

All reprimands and disciplinary actions should be documented in writing and signed by the employee and elected official or department head. A copy of that documentation will be sent to the Human Resources department to be included in the employees personnel file for retention.

All County employees are “at will” employees and nothing in this policy gives an employee any contract of employment, guarantee of any duration of employment, or any other property interest in their job.

Erath County retains the right to terminate the employment of any individual at any time for any legal reason, or no reason, with or without notice. The County also retains the right to change any condition, benefit, privilege, or policy of employment at any time, with or without notice.

1B-12 LICENSE AND CERTIFICATIONS

Erath County has many positions that require licenses and certifications, and it is the responsibility of each employee to maintain all required licenses and certifications. If an employee is unable to obtain, renew or loses a license or certification, they must immediately notify their supervisor. If this license is a requirement for the position, the employee may be demoted, transferred or terminated. Under no circumstances will the employee be allowed to continue in the position where a license or certification is required if failure to have such license or certification is illegal under either Federal or State Law.

1B-13 WEATHER CLOSINGS AND EMERGENCIES

As a general practice, Erath County does not close its operations unless the health, safety, and security of county employees are seriously brought into question. When this happens, either because of severe weather conditions or other emergencies, the County Judge is responsible for initiating the closing

The County Judge will notify the appropriate entities for a public announcement. Announcements of an emergency closing will, to the extent possible, specify the starting and ending times of the closing.; however, each elected official controls the working hours of their employees, even in an emergency situation.

Many county departments are continuous operating public safety and service departments. Many county personnel will be required to work during emergency closings. Each elected official or department head is responsible for designating their own employees and providing

alternate information to personnel designated as essential during emergency closings. Public safety will be foremost in the development of departmental emergency action plans.

1B-14 CONFIDENTIALITY

Erath County is a public entity; however, some county employees acquire confidential (confidential, non-public) information as a result of their position with the county. This information must be protected. Employees who reveal confidential (confidential, non-public) information they have received as a result of their position may be subject to discipline up to and including termination.

Regarding the personnel information on employees of Erath County; much of the information in an employee's personnel file, including salary and job evaluations is subject to disclosure under the Public Information Act; however, highly personal matters are typically not subject to disclosure. The county will adhere to the Public Information Act requirements.

1B-15 WHISTLEBLOWER

An employee may, in good faith, report an alleged violation of an Erath County Policy or federal or state law to their supervisor, department head/elected official, or human resources, unless all of these persons are the alleged perpetrators of the alleged violation of policy or law. If all of the listed persons are alleged to be involved in the violation, the employee may report the allegation to County Judge, County Attorney, District Attorney or Sheriff. The county will investigate the reported activity.

An official, supervisor, department director, or any other employee is prohibited from taking adverse employment action against an employee who, in good faith, reports an alleged violation of County policy or federal or state law to a designated person, pursuant to this policy.

An employee who intentionally makes a false report of wrongdoing may be subject to discipline up to and including termination.

An employee who, in good faith, believes they are being subjected to retaliation based on a report of alleged wrongdoing under this policy should immediately contact Human Resources, County Attorney, District Attorney, and or County Judge.

An employee with a question regarding this policy should contact Human Resources or the County Attorney.

C. COUNTY PROPERTY AND EMPLOYEE RESPONSIBILITY

1C-1 COUNTY PROPERTY USAGE

Each county employee shall be responsible for the care, maintenance, proper use, and upkeep of any County equipment assigned to them. County employees shall only use equipment, tools, and any other County property that they are authorized to use. Personal use of county equipment, supplies, tools, and any other county property is not permitted and may result in discipline up to and including termination. Improper use may subject employees to criminal prosecution.

1C-2 COUNTY VEHICLE USAGE

Some employees may be required to use county vehicles as a part of their job. Employees who are assigned county vehicles shall be responsible for the care, maintenance, proper use and upkeep of these vehicles. Employees may only use the vehicles they are authorized to use. Employees may not allow other individuals to operate the vehicles they have been assigned.

If personal use of a county vehicle is permitted the employee will be required to keep a log of all personal miles driven, including to and from work. These personal miles will be subject to payroll taxes at the current IRS rate in accordance with IRS rules and regulations.

Employees who operate vehicles must maintain a current active license for the operation of that vehicle. If they have any change in status of their license they must immediately notify their supervisor. An employee whose job involves operation of a vehicle requiring a license for its legal operation shall be subject to possible job change, demotion or termination if that license is suspended or revoked.

Any employee involved in an accident while operating County equipment or vehicles shall immediately report the accident to their supervisor and to the proper law enforcement or other authority immediately, and will be required to take a post-accident drug test within 4 hours. A copy of all accident and incident reports prepared by the employee shall be sent to the supervisor, County Auditor, County Judge, and Human Resource Department.

1C-3 CELL PHONE USAGE

Erath County determines on a case by case basis the need for county provided cell phones. County cell phones are to be used for business purposes only.

Erath County strongly discourages the use of any cell phone while operating any vehicle. Employees should plan calls to allow placement of calls either prior to traveling or while on rest breaks.

Erath County bans all employees from texting while operating any county owned vehicle. County employees who are driving their own personal vehicle are also banned from texting while driving on county business. Federal law prohibits any CDL driver operating any vehicle over 10,000 GWR from texting with fines and penalties, up to including loss of CDL.

Employees in possession of an Erath County owned cellular phone are required to take appropriate precautions to prevent theft and vandalism.

Each department may set their own rules and regulations regarding personal cell phone usage while at work.

Employees who have county cell phone must give supervisor or County Judge pass code upon request.

There is no expectation of privacy in a county cell phone. Any inappropriate use of the county cell phone may result in disciplinary action up to and including termination of employment.

1C-4 COMPUTER AND INTERNET USAGE

The use of Erath County information systems, including computers, fax machines, smart phones, tablet computers and all forms of Internet/Intranet access, is for Erath County business and for authorized purposes only. Brief and occasional personal use of the electronic mail system or the Internet is acceptable as long as it is not excessive or inappropriate, occurs during personal time (lunch or other breaks), and does not result in any expense to the County. Use is defined as "excessive" if it interferes with normal job functions, responsiveness, or the ability to perform daily job activities. Electronic communication should not be used to solicit or sell products or services that are unrelated to the County's business; distract, intimidate, or harass coworkers or third parties; or disrupt the workplace.

Use of Erath County computers, networks, and Internet access is a privilege granted by officials or department heads and may be revoked at any time for inappropriate conduct carried out on such systems. County employees shall have no expectation of privacy when using county computers, networks, or other county owned equipment. Improper use may result in discipline up to an including termination.

Erath County owns the rights to all data and files in any computer, network, or other information system used in the county. Erath County also reserves the right to monitor electronic mail messages including personal/private/instant messaging systems, Facebook, Twitter, etc. and their content, as well as any and all use of the Internet and of computer equipment used to create, view, or access e-mail and Internet content. Employees must be aware that the electronic mail messages sent and received using county equipment are not private and are subject to viewing, downloading, inspection, release, and archiving by county officials at all times. Erath County has the right to inspect any and all files stored in private areas of the network or on individual computers or storage media in order to assure compliance with

policy and state and federal laws. No employee may access another employee's computer, computer files, or electronic mail messages without prior authorization from either the employee or an appropriate county official. No employee shall break any copy right laws, download any illegal or unauthorized downloads. Erath County monitors its entire informational systems and employees may be subject to discipline up to and including termination for any misuse of county informational systems.

Employees should not bring personal computers to the workplace or connect them to Erath County electronic systems, unless expressly permitted to do so by their supervisor and or IT department. Violation of this policy, may result in disciplinary action, up to and including termination of employment.

D. SAFETY AND HEALTH EMPLOYEE RESPONSIBILITY

1D-1 WORKERS COMPENSATION

All Erath County employees are covered by workers' compensation coverage while on duty for the County. Workers' compensation coverage pays for medical bills resulting from a covered injury or illness an employee incurs while carrying out the duties of their job. Workers' compensation also pays Temporary Income Benefits (TIBS) for time lost from work in excess of seven calendar days as the result of eligible work-related injuries or illnesses, with the exception of Law Enforcement employees who receive salary continuation.

Employees may use paid leave for all workers' compensation time off less than 8 days.

All employees who are placed on Worker's Compensation leave will fall under the Family Medical Leave Act. Erath County runs FMLA and Worker's Compensation concurrently.

Any employee who suffers a job-related illness or injury is required to notify their supervisor as soon as possible. Failure to promptly report job related injuries or illnesses may affect an employee's eligibility for benefits or delay benefit payments.

An employee who has lost time because of a work-related accident or illness is required to provide a release from the attending physician before being allowed to return to work.

An employee's workers' compensation benefits may be adversely affected if the employee is injured while under the influence of alcohol or drugs or while the employee is engaging in horseplay.

Erath County will make every effort to bring the injured employee back to work as soon as reasonably possible. Erath County has a return-to-work policy in place and if a position is found that will meet all the restrictions, the employee will be given a bona fide offer of employment.

If the employee refuses to return to work, and family medical leave has been exhausted, workers' compensation benefits may be affected, and the employee may be terminated.

1D-2 RETURN TO WORK

This policy covers employees who are on leave due to a work-related injury or illness. Because employees are our most valuable resource, Erath County attempts to help employees return to work as soon as possible.

An employee on leave due to a work-related injury or illness may return to work only when Erath County receives a medical release from the treating doctor. It is a violation of County policy for any employee receiving worker's compensation benefits of any kind to be employed with a third party on a full-time or part-time basis. Violation of this policy may result in termination.

Return to work options:

- Return to prior position at full duty with doctor release stating that the injured employee can perform the job functions without restrictions.
- Light Duty – for any employee who is not able to return to their prior position and perform the regular duties of that job but can return with certain restrictions, Erath County will try to accommodate light duty when possible but **cannot guarantee** the availability of light duty.

Employees on light duty are not guaranteed the rate of pay they received for the position they held at the time of injury or illness. The pay rate for light duty is based on the knowledge skills and abilities required for that job, as well as general market conditions. Employees in a light duty position are not permitted to supplement their workers' compensation benefits by using their vacation, holiday, compensatory or sick leave.

Four (4) week limit - Light duty assignments are **temporary** arrangements intended to complement and facilitate the healing process. Light duty may be initially offered for a period of four (4) weeks and then will be reviewed and evaluated by the supervisor based, in part, on the recommendation of the physician (unless FMLA time is still available).

Employee refusal of work - In the event an employee refuses to return to regular or light duty work in response to a written, bona fide offer of employment by Erath County, the employee may be separated from employment with Erath County subject to FMLA qualification and his/her position may be filled permanently. A written, bona fide offer of employment must clearly state:

- The position offered and the duties of the position
- Erath County's agreement to meet the conditions set out by the treating doctor
- The job's wage, working hours and location.

Medical Information

All employees' medical information is held in strict confidence in accordance with the Americans with Disabilities Act Amendments Act (ADAAA). Medical inquiries are limited to those permitted under Texas Workers' Compensation Statute and applicable federal law.

Coordination with FMLA

Nothing in this policy should be construed as denying employees their rights under the Family Medical Leave Act (FMLA) or any other federal or state law. It is Erath County's policy to designate an employee's leave due to a work-related injury or illness as FMLA, if eligible. Erath County counts the period of any employee's light duty assignment toward the employee's FMLA entitlement.

Until employees have exhausted their twelve (12) week FMLA entitlement, they have the right to be reinstated to their original job or an equivalent job provided they are able to perform the essential functions of the job.

1D-3 EMPLOYEE SAFETY

Erath County is committed to providing a safe workplace for our employees.

Each County employee must adhere to the general safety standards established for all employees as well as comply with their departmental safety requirements. Safety procedures may differ at each county department. Your supervisor will provide you with specific information pertaining to your position.

Failure to follow the safety standards set by the County or your supervisor subjects an employee to disciplinary action, up to and including termination.

Employees seeing unsafe working conditions shall either take steps to correct those conditions or report the unsafe conditions to their supervisor.

1D-4 DRUG AND ALCOHOL- ALL EMPLOYEES

Erath County is a drug and alcohol-free workplace. A county employee may not be present at work during a period the employee's ability to perform their duties is impaired by drugs or alcohol. The County believes that a drug and alcohol-free workplace will help ensure a healthy, safe, and secure work environment.

This policy applies to all employees of Erath County regardless of rank or position and shall include full time, part time and temporary employees. The only exception to this policy is the possession of controlled substances by law enforcement personnel as part of their law enforcement duties.

An employee may not unlawfully manufacture, distribute, dispense, possess, sell, purchase, or use a controlled substance or drug paraphernalia on County property or while conducting County business not on County property.

An employee may not be under the influence of alcohol or illegal drugs while on County property, operating County equipment, or while on duty for the County.

An employee may use prescription and over-the-counter drugs in standard dosage or according to a physician's prescription if the use will not impair the employee's ability to do their job safely and effectively. An employee must keep prescription medications used at work in their original container.

An employee taking prescribed or over-the-counter medications is responsible for consulting the prescribing physician or a pharmacist to determine if the medication could interfere with the safe and effective performance of their job duties.

If the use of a medication could compromise an employee's ability to do their job or the safety of the employee, fellow employees or the public, the employee must report the condition to their supervisor at the start of the workday or use appropriate personnel procedures (e.g., call in sick, use leave, request change of duty).

A supervisor must treat any information related to an employee's authorized use of prescription medications and any other medical information provided by the employee as confidential information.

An employee having problems with drugs or alcohol is encouraged to seek treatment from a qualified professional. Information on benefits provided for treatment of alcohol and drug abuse problems provided by the County's health plan program is available in the employee's health plan booklet or from the Human Resources Office.

Any employee who violates this policy shall be subject to disciplinary measures up to and including termination.

An employee who voluntarily asks for time off to get treatment and recover from a drug or alcohol abuse problem will be given protections as required by law. Upon returning to work from a bona fide inpatient treatment facility, the employee will be subjected to a volunteer drug testing program as often as monthly until there is evidence the employee no longer uses. Failure to comply with the requirements of the post rehabilitative program including refusing the volunteer testing program may result in termination. The post rehabilitative program will last for as long as two years. If at any time the employee tests positive, or refuses the volunteer drug test during this post rehabilitative program the employee may be terminated.

Erath County will drug test employees who ARE NOT CDL license holders under the following conditions:

Pre-employment drug testing:

Erath County has a pre-employment drug testing requirement that must be passed post offer before an employee starts their first day of work. All offers of employment are conditional upon passing a drug and alcohol test. The employee will sign a consent waiver.

Suspicion-Based Testing:

Under the Influence shall be defined as having a blood alcohol concentration of 0.01 or more.

Reasonable Suspicion – If an employee is having work performance problems or displaying behavior that may be alcohol or drug related, or is otherwise demonstrating conduct that may be in violation of this drug and alcohol policy where immediate action is necessary, the elected official, supervisor or department head will require that employee to submit to alcohol or drug test. The following conditions might be signs of possible alcohol or drug use (not an all-inclusive list):

- Abnormally dilated or constricted pupils
- Glazed stare – redness of eyes (sclera)
- Flushed face
- Change of speech (faster, slower, slurred)
- Constant sniffing
- Increased absences
- Redness under nose
- Sudden weight loss
- Needle Marks
- Change in personality (i.e. paranoia)
- Increased appetite for sweets
- Forgetfulness, performance faltering, poor concentration
- Borrowing money from co-workers or seeking an advance of pay or other unusual display of need for money
- Constant fatigue or hyperactivity
- Smell of alcohol
- Difficulty walking
- Excessive, unexplained absences
- Dulled mental processes
- Slow reaction rate

Elected Officials, supervisors or department heads must take action if they have reason to believe one or more of the above listed conditions is indicated and that the substance abuse is affecting their employee's job performance or behavior. The following steps will be taken:

1. Confront the employee involved and keep them under direct observation until the situation is resolved. Inform the employee of the problem with their job performance and specific violations of the County Policy.
2. If the supervisor believes, after observing or talking to the employee, that the conduct or performance problem could be due to substance abuse, the employee will be immediately required to submit to a drug or alcohol test. If the employee refuses to submit to testing for any reason, the employee may be terminated.
3. Employees will be asked to release any evidence, such as alcohol or drug paraphernalia, relating to the observation for further testing. Failure to comply may subject the employee to subsequent discipline, up to and including termination. All confiscated evidence will be receipted for with signatures of either the elected official or supervisor as well as the employee.
4. The elected official, supervisor or department heads will **remove** the employee from the county work station and ensure that the employee is transported to an appropriate collection site and thereafter to the employee's residence. Under no circumstances will the employee be allowed to drive a vehicle until a confirmed negative test result is received.
5. The elected official, supervisor or department heads shall, within 24 hours or before the results of the controlled substance test are released, document the particular facts related to the behavior or performance problems and present such documentation to the Human Resources Office for filing.

Post-Accident Testing:

All employees directly involved in an on-the-job accident or incident resulting in property damage and/or medical treatment may be required to be tested.

Testing Procedures –

1. The employee immediately notifies supervisor of accident/incident.
2. The supervisor will immediately contact County Auditors and Human Resources Office to report accident/incident.
3. The employee will be escorted and/or driven to the designated facility for specimen collection and/or testing within 4 hours of the incident if possible.
4. The employee will be required to follow the drug testing protocol of the medical facility providing the testing.
5. If the employee desires another test to be given, they may do so within 2 hours of the specimen being collected and the same specimen will be used. The cost of this request will be paid for by the employee. All initial costs will be paid for by Erath County.
6. The employee will be placed on paid administrative leave until the results of the test are known. The elected official, supervisor or department heads will make arrangements to ensure that the employee is safely returned to their residence.
7. Under no circumstances, unless required or authorized by law, will alcohol or drug testing information be released without written consent from the employee.

Each employee is expected to cooperate and consent to a drug test when requested under the terms of this policy. Refusal to consent to a drug and/or alcohol test when requested is cause for termination.

Any employee who violates this drug and alcohol policy may be terminated.

1D-5 DRUG AND ALCOHOL- CDL EMPLOYEES

CDL Drivers are an extremely valuable resource for Erath County's business. Their health and safety is a serious County concern. Drug or alcohol use may pose a serious threat to driver health and safety. It is, therefore, the policy of the County to prohibit CDL employees from being under the influence of or using illegal drugs or alcohol during working hours.

The Federal Highway Administration ("FHWA") has issued regulations, which require the County to implement a controlled substance testing program. The County will comply with these. All CDL drivers are advised that remaining drug-free and medically qualified to drive are conditions of continued employment with the County.

Specifically, it is the policy of Erath County that the use, sale, purchase, transfer, possession or presence in one's system of any controlled substance (except medically prescribed drugs) or alcohol by any CDL driver while on County premises, engaged in County business, while operating County equipment, or while under the authority of the County is strictly prohibited. Mandatory testing must apply to every person who operates a commercial motor vehicle in interstate or intrastate commerce and is subject to the CDL licensing requirement. Erath County will conduct pre-employment, random, reasonable suspicion and post-accident drug testing in accordance with federal law.

It is the policy of Erath County to comply with the U.S. Department of Transportation, FMCSA Clearinghouse, a secure online database that provides employers with real-time information about CDL driver drug and alcohol program violations. Erath County will conduct electronic queries as required by FMCSA's drug and alcohol use testing program, for checking CDL driver violation histories. Drivers may view their own records. Employees will be required to provide a consent form from the CDL holder to conduct both Limited and Specific inquiries.

A detailed policy and procedure is available at the Human Resources office.

1D-6 WORKPLACE VIOLENCE

Erath County is committed to providing a workplace free of violence. Erath County will not tolerate or condone violence of any kind in the workplace. The county will also not tolerate or condone any threats of violence, direct or indirect, this includes jokes. All threats will be taken seriously and will be investigated. Employees must refrain from any conduct or comments that might make another employee suspicious or in fear for their safety. Employees are required to

report all suspicious conduct or comments to their immediate supervisor. Employees should be aware of their surroundings at all times and report any suspicious behavior from the public, former employees or current employees to their immediate supervisor or the sheriff's department. No employee may possess a firearm or other weapon other than an authorized law enforcement official, with or without permits in all county offices and buildings owned or used by Erath County, this also includes county owned vehicles. If employees believe that a person is violating this policy, they should immediately report to their immediate supervisor or the sheriff's department. Employees found in violation of this policy may be subject to discipline up to and including immediate termination.

1D-7 SOCIAL MEDIA

For purposes of this policy "social media" includes, but is not limited to, online forums, blogs and social networking sites, such as TikTok, Twitter, Facebook, LinkedIn, YouTube, and Instagram, etc. Erath County recognizes the importance of social media for its employees; however, use of social media by employees may become a problem if: it interferes with the employee's work and/or position in the county; is used to harass supervisors, co-workers, customers or vendors; creates a hostile work environment; or harms the goodwill and reputation of Erath County among the community at large. Erath County encourages employees to use social media within the parameters of the following guidelines and in a way that does not produce the adverse consequences mentioned above.

Where no policy or guideline exists, employees are expected to use their best judgment and take the most prudent action possible. If you are uncertain about the appropriateness of a social media posting, check with the elected official, supervisor or department head.

- If your posts on social media mention Erath County make clear that you are an employee of Erath County and that the views posted are yours alone and do not represent the views of Erath County.
- Do not mention Erath County supervisors, employees, customers or vendors without their express consent.
- Do not pick fights. If you see a misrepresentation about Erath County, respond respectfully with factual information, not inflammatory comments.
- Remember, you are responsible for what you write or present on social media. You can be sued by other employees, supervisors, customers or vendors, and any individual that views your social media posts as defamatory, pornographic, proprietary, harassing, libelous or creating a hostile work environment. Employees can be subject to disciplinary action, up to and including termination for what they post on social media platforms, even if the employee did not use a county computer or if the post did not occur during work hours or on county property.
- Employees may not use Erath County computer equipment for non-work-related activities without written permission. Social media activities should not interfere with your duties at work. Erath County monitors its computers to ensure compliance with this restriction.
- You must comply with copyright laws, and cite or reference sources accurately.

- Do not link to Erath County's website or post Erath County material on a social media site without written permission from your supervisor.
- All Erath County policies that regulate off-duty conduct apply to social media activity including, but not limited to, policies related to illegal harassment and code of conduct.
- Any confidential information that you obtained through your position at Erath County must be kept confidential and should not be discussed through in social media forum.
- Violation of this policy may lead to discipline up to and including the immediate termination of employment.

SOCIAL MEDIA APPLICATIONS AND SERVICES PROHIBITED ON COUNTY DEVICES

Erath County prohibits the installation or use of the social media service TikTok or any successor application or service developed or provided by ByteDance Limited or an entity owned by ByteDance Limited: or a social media application or service specified by proclamation of the governor on any device owned or leased by Erath County and requires the removal of covered applications from these devices.

The installation and use of a covered application may be acceptable to the extent necessary for providing law enforcement; or developing or implementing information security measures. In order for the installation to be approved Erath County must require the use of measures to mitigate risks posed to this state during the use of the covered application, and the documentation of those measures.

SECTION 2: EMPLOYEE COMPENSATION AND BENEFITS

A. EMPLOYEE PAYROLL

2A-1 FAIR LABOR STANDARDS ACT SAFE HARBOR

Erath County makes every effort to pay its employees correctly. Occasionally, however, inadvertent mistakes can happen. When mistakes do happen and are called to Human Resources attention, Erath County will make any corrections necessary at the next payroll. Please review your pay stub when you receive it to make sure it is correct. If you believe a mistake has occurred or if you have any questions, please use the reporting procedure outlined below. If you are overpaid the county will make the necessary corrections at the next payroll.

Employees who are classified as non-exempt employees must maintain an accurate record of the total hours you work each day. It is the responsibility of each employee to verify that their time sheets are correct. Your time card must accurately reflect all regular and overtime hours worked; any absences, late arrivals, early departures, and meal breaks. Do not submit your time card if it is not accurate. When you receive each pay check, please verify immediately that you were paid correctly for all regular and overtime hours worked each work week.

Non-exempt employees, unless authorized by your supervisor, should not work any hours that are not authorized. Do not start work early, finish work late, work during a meal break, or perform any other extra or overtime work unless you are authorized to do so. That time worked is to be recorded on your time card. Employees are prohibited from performing any "off-the-clock" work. "Off-the-clock" work means work you may perform but fail to report on your time card. Any employee who fails to report or inaccurately reports any hours worked will be subject to disciplinary action, up to and including termination. If anyone directs you to work without documenting your time worked, you must notify the Human Resources Office.

It is a violation of Erath County policy for any employee to falsify a time card, or to alter. No employee may alter another employee's time card without the employee's permission. It is also a serious violation of County policy for any employee, supervisor or official to instruct another employee to incorrectly or falsely report hours worked, or to alter another employee's time card to under- or over-report hours worked. If anyone instructs you to (1) incorrectly or falsely under- or over-report your hours worked, or (2) alter another employee's time records to inaccurately or falsely report that employee's hours worked, you should report it immediately to Human Resources Office located at the Courthouse at 100 W Washington, or call 254-459-5053.

If you are classified as an exempt salaried employee, you will receive a salary which is intended to compensate you for all hours worked for the County. This salary will be established at the time of hire or when you become classified as an exempt employee. While it may be subject to review and modification from time to time, the salary will be a pre-determined amount that will not be subject to deductions for variations in the quantity or quality of the work you perform.

For exempt employees, your salary will be reduced for certain types of deductions such as your portion of health, dental or life premiums; state, federal or local taxes, social security, retirement; or, voluntary contributions to a deferred compensation plan. In any work week in which you performed any work, your wages may be reduced for any of the following reasons: 1) absence from work for one or more full days for personal reasons, other than sickness or disability; or 2) full day disciplinary suspensions for infractions of our written policies and procedures; or 3) full day for violating safety rules of a major significance; or 4) Family and Medical Leave or Military Leave absences; or 5) to offset amounts received as payment for jury and witness fees or military pay; or 6) the first or last week of employment in the event you work less than a full week.

If you are an exempt employee, in any work week in which you performed any work, your salary will not be reduced for any of the following reasons: 1) partial day absences for personal reasons, sickness or disability; or 2) your absence because the facility is closed on a scheduled work day; or 3) your absence because of the County's operating requirements; or 4) absences for jury duty, attendance as a witness, or military leave in any week in which you have performed any work; or 5) any other deductions prohibited by state or federal law.

Please note: it is not an improper deduction to reduce an employee's accrued vacation, personal or other forms of paid time off for full or partial day absences for personal reasons, sickness or disability.

If you have questions about deductions from your pay, please immediately contact your supervisor. If you believe you have been subject to any improper deductions or your pay does not accurately reflect your hours worked, you should immediately report the matter to Human Resources Office located in the Courthouse at 100 W Washington, or call 254-459-5053. If you are unsure of who to contact or if you have not received a satisfactory response within five business days after reporting the incident, please immediately contact the Judge's Office at (254) 965-1452. Every report will be fully investigated and corrective action will be taken where appropriate, up to and including discharge for any employee(s) who violates this policy. In addition, the County will not allow any form of retaliation against individuals who report alleged violations of this policy or who cooperate in the County's investigation of such reports. Retaliation is unacceptable, and any form of retaliation in violation of this policy may result in disciplinary action, up to and including termination.

2A-2 INTERNAL REVENUE SERVICE (IRS) FRINGE BENEFITS

Erath County will comply with the IRS with regard to fringe benefits such as county uniforms, county vehicle usage and day-trip meals. Employees may be responsible for paying payroll taxes on such fringe benefits.

2A-3 COMPENSATION

Erath County Commissioners Court annually sets the maximum compensation for each employee in accordance with Texas State Law.

Erath County complies with the Fair Labor Standards Acts as outlined in the Fair Labor Standards Safe Harbor policy.

Law Enforcement personnel are treated in accordance with the 207(k) exemption under the Fair Labor Standards Act. The Commissioners Court has adopted this exemption.

Temporary employees shall be paid hourly at least the minimum wage established by the Fair Labor Standards Act, as amended.

In the event of a major disaster where the County Judge has issued a disaster declaration and it has been extended by the Commissioners' Court, in order for the County to be reimbursed by FEMA, all salaried employees will be calculated in the same manner as hourly employees for the duration of the disaster incident and the disaster declaration is rescinded or allowed to expire.

2A-4 PAYROLL DEDUCTIONS

Deductions shall be made from each employee's paycheck for federal withholding, social security, Medicare, and any other deductions required by law.

Employees eligible for membership in the Texas County and District Retirement System (TCDRS) shall have their contributions to that system deducted from each paycheck. Any optional deductions authorized by the Commissioners' Court and approved by the employee shall also be made from the employee's paycheck.

No optional deductions shall be made from an employee's paycheck unless the employee turns in written authorization for the deduction to the Human Resources Office.

2A-5 WORK WEEKS AND WORK PERIODS

For purposes of record keeping and to determine overtime in compliance with the Fair Labor Standards Act (FLSA), the work week for Erath County shall begin at 7:00 a.m. on each Sunday and end seven (7) consecutive days later (168 hours). Law Enforcement employees who fall under the FLSA 207(k) exemption shall have a work period of 14 days and 86 hours as established by the Erath County Commissioners Court.

2A-6 TIMESHEETS

Each employee must clock-in/out on their electronic timesheet to record their hours worked, and to be submitted electronically to their supervisor on the last day of each pay period. Failure to complete a timesheet may result in an employee only receiving minimum wage payment until the proper time sheet has been completed and turned into the payroll department. All corrections will be made on the next regularly scheduled payroll. As of October 1, 2023, employee's clock-in/out punches will be recorded at the exact time with no rounding. The timesheet prepared by the employee shall show an accurate record of all time worked and leave taken, whether paid or unpaid, for the pay period. Time sheets are governmental documents and as such require accurate and truthful information. Falsifying a time sheet, a governmental record is a criminal offense. Employees shall only use appropriate available leave to account for their regular weekly work schedule.

2A-7 PAY PERIODS

The pay period for Erath County shall be a 14 day pay period pay period which is 26 pay periods per year with the period dates established by the Commissioners' Court. If a payday falls on a holiday or a weekend, paychecks shall be issued on the last workday immediately preceding the holiday or weekend.

The Texas Payday Law does not apply to political subdivisions of Texas (Counties), therefore final wages will be issued on the regularly scheduled payday.

2A-8 WORK SCHEDULES

The normal hours of work for most positions in the County shall be from 8:00 a.m. until 5:00 p.m., Monday through Friday. Each official or department head shall determine the exact working schedules for their employees. In order to meet the needs of the County, certain departments or employees may be required to work a schedule that varies from the normal work schedule, or they may be subject to call back in case of emergency or special need.

2A-9 HOURS WORKED

Hours worked shall include all time actually spent in the service of the County as defined in the Fair Labor Standards Act (FLSA) and its regulations. The workday for the County shall begin at 7 a.m. each day and end 24 consecutive hours later.

2A-10 LAW ENFORCEMENT PAY AND OVERTIME

Erath County Commissioners Court has adopted the 207(k) exemption under the Fair Labor Standards Act for law enforcement employees, which includes deputies and jailers. These employees have a work period of 14 days and overtime will be due after 86 hours actually worked. Law enforcement employees' salary covers all hours up to 86 hours. Paid leave shall not be counted in determining if overtime has been worked in any workweek. Except in

emergency situations, an employee shall be required to have authorization from their supervisor before working overtime.

2A-11 OVERTIME CALCULATIONS AND RULE

An employee shall be required to have authorization from his/her supervisor before working overtime except in emergency situations.

Overtime shall include all time actually worked for the county in excess of 40 hours in any workweek, with the exception of law enforcement (See policy on "Law Enforcement Pay and Overtime.").

Full-time EMS employees, who have overtime as part of their regular work schedule, will be compensated at the appropriate rate to maintain their pay for that pay period, as part of their budgeted salary.

2A-12 DEMOTIONS

Demotions are the movement of an employee from one position to another with a decreased responsibility or complexity of job duties or to a lower salary. Elected officials, appointed officials or department heads may choose to demote or re-assign any employees who are unable to meet performance requirements, for disciplinary reasons or for any other reason as deemed necessary by the official. Upon demotion, an employee's salary may be adjusted downward. Employees will retain sick, vacation and holiday balances.

2A-13 TRANSFERS

Transfers are the lateral movement of an employee from one position to another with the same responsibility or complexity of job duties with no change in salary.

Elected officials, appointed officials or department heads may transfer an employee in their department to a vacant position. All transfers must be handled in accordance with the budget adopted by Commissioners Court. Employees may be eligible to transfer from one county department to another county department at the approval of the new elected official or department head. They will fall under the pay and benefits of the new position.

2A-14 PROMOTIONS

Promotions are the movement of an employee from one position to another with an increased responsibility or complexity of job duties, and to a higher salary.

Elected officials, appointed officials or department heads may promote an employee in their department to a vacant position. All promotions must be handled in accordance with the budget adopted by Commissioners Court.

2A-15 SEPARATIONS

A separation shall be defined as any situation in which the employer-employee relationship between the County and a County employee ends. All separations from Erath County shall be designated as one of the following types:

1) resignation; 2) retirement; 3) dismissal; 4) reduction in force; or 5) death.

A resignation shall be classified as any situation in which an employee voluntarily leaves their employment with Erath County and the separation does not fall into one of the other categories. Employees who are resigning should submit a written notice of resignation to their supervisor.

A retirement shall be any situation in which an employee meets the requirements to collect benefits under the County's retirement program and voluntarily elects to leave employment with the County to do so. An employee with 20 continuous years of service to Erath County, who retires in good standing, will retain insurance benefits paid by Erath County for the life of the employee (see 2B-12 Retirement, for insurance information). An employee who is retiring should notify their supervisor of that intent at least 30 days prior to the actual retirement date to help prevent delays in starting the payment of retirement benefits.

A dismissal shall be any involuntary separation of employment that does not fall into one of the other categories of separation. Erath County is an "at will" employer and a supervisor may dismiss an employee at any time for any legal reason or no reason, with or without notice.

An employee shall be separated from employment because of a reduction in force when their position is abolished or when there is a lack of funds to support the position or there is a lack of work to justify the position.

A separation by death shall occur when an employee dies while currently employed by the County. If an employee dies while still employed by the County, their legally designated beneficiary or estate shall receive all earned pay and payable benefits.

2A-16 TERMINATIONS

An employee's last day of work (physically present on the job) shall be considered the termination date unless the employee has been out on FMLA then the last day worked will be the last day of FMLA. Employees will be required to return all county property including but not limited to uniforms, keys, electronic time cards prior to final payment.

At the time the employee resigns, is discharged, or is terminated for any other reason, the employee shall receive pay for a maximum of 80 unused vacation.

2A-17 RETIREE REHIRES

Retired employees shall be eligible to apply for open positions with Erath County as long as the following provisions are met: 1) The retiree has been retired for at least 2 calendar months, 2) No prior arrangement or agreement was made between Erath County and the retiree for re-employment, and 3) strict adherence to normal leaving employment procedures were followed at the time of the employee's retirement.

The retiree must have a bona fide separation of employment and have been retired for a minimum of 2 full calendar months. A bona fide separation means there is no prior agreement or understanding between Erath County and the retiree that the retiree would be rehired after retirement. According to Rule 107.4 adopted by the TCDRS Board of Trustees, restrictions apply to elected officials, people employed for the same or different position in the same or different department, employee status changes, and independent contractors.

Newly elected officials who have recently retired from the county cannot draw their retirement because they have an arrangement to return to work for the county. Employees also cannot retire with an agreement to go work in a different department or different position. Changing employee status does not matter when determining if someone is still working for the county. Also, an employee cannot retire from the county with an arrangement to begin work as an independent contractor either.

Rehired retirees who did not have a bona fide separation of employment may owe a 10 percent excise tax and be required to repay all of their monthly retirement payments. Abusing the retirement provisions in such a manner would violate a qualification requirement for retirement plans under Section 401(a) of the Internal Revenue Code, potentially resulting in significant tax consequences for the employer, its participating members and those retired employees.

Any retiree who meets all other TCDRS requirements, who is rehired consistent with this policy, must establish a new membership with TCDRS and will be considered to be a new member for the purposes of beneficiary determination and benefit selections.

B. EMPLOYEE BENEFITS

2B-1 HEALTH, VISION AND DENTAL PLANS

All full-time regular employees of Erath County shall be eligible for the group medical, vision, and dental plan benefits.

Premiums for the coverage for eligible employees shall be paid entirely by the County. New Hire employees will have a 30-day waiting period to be eligible for medical, vision, and dental insurance benefits.

Eligible employees may cover their qualified dependents by paying the full premium for the dependents. Deductions for dependent coverage shall be made through payroll deduction from the employee's paycheck each pay period; however, insurance will not be deducted on the third payroll of the month which occurs twice a year.

Details of coverage under the group medical insurance, vision, and dental plans are available in the County Human Resource Office and may be obtained during the normal working hours.

Employees who leave the employment of Erath County or who lose their coverage eligibility, may be eligible for an extension of the medical and dental plan for themselves and their eligible dependents under the Consolidated Omnibus Budget Reconciliation Act (COBRA). If an employee is unable to return to work following FMLA leave, if eligible, they will be offered COBRA.

Information on extension of benefits under COBRA is available in the County Human Resource's Office and may be obtained during the normal working hours. COBRA notifications will be provided to all employees within 30 days of their hire date. All eligible employees and qualified dependents will be provided with COBRA information following their termination.

2B1a – SHORT TERM DISABILITY: Erath County will provide short term disability coverage for all full-time employees with health insurance coverage that replaces up to 60% of the eligible income due to a sickness or injury following a waiting period which can be up to 7 days for a 13-week period. To apply for this benefit a physician's statement is required. This is provided at no cost to the employee.

2B1b – MASA INSURANCE: Erath County will provide MASA, emergency transportation, insurance to all full-time employees and household family members at no cost.

2B-2 THE HEALTH INSURANCE PORTABILITY & ACCOUNTABILITY ACT (HIPPA)

HIPPA was established to provide a basic level of protection of all employee's health information. Any health-related information, medical claims and billing information will be kept confidential.

2B-2 OTHER PLANS – LIFE, SUPPLEMENTAL

Erath County may provide a limited amount of life insurance on eligible employees as part of the group medical plan coverage. Erath County provides supplemental insurance coverage under TCDRS. All supplemental insurance coverage premiums are the responsibility of the employee. Information regarding these supplemental insurances may be obtained from the Human Resources Department.

2B-3 VACATION

All full-time regular employees shall be eligible for vacation benefits, and are eligible to receive paid vacation leave, but part-time and temporary employees shall not be eligible for vacation benefits.

Employees who work any part of a pay period will receive the full bi-weekly accrual.

Only the appropriate number of vacation hours will be used to account for the minimum number of hours needed for the designated work week/work period. (i.e. 40 or 85/171)

In calculating hours for employees, the vacation hours will be based off of the employee's anniversary date of hire, and each regular full-time employee will receive vacation leave according to the following schedule:

Years Worked	Accrue Rate	Hours per Year	Days per Year at 8 hours
1-5	3.08	80	10
5-15	4.62	120	15
15+	6.15	160	20

Scheduling of vacations shall be at the discretion of the individual elected officials or department heads, and each employee shall be responsible for accurately recording all vacation time used on the electronic timekeeping system.

Employees shall only be able to use vacation which has already been accrued and shall not be allowed to borrow vacation against possible future accruals. Employees shall not be allowed to receive pay for vacation in lieu of taking time off.

If a holiday falls during an employee's vacation then the employee will not be charged for the vacation.

The maximum unused vacation an employee will be allowed to have at any time is 240 hours. Vacation pay at termination is addressed in the "Pay at Termination" section.

Employees rehired within the 365 days after employment has resigned shall have their vacation accrual rate reinstated.

2B-4 SICK

All full-time regular employees shall be eligible for the paid sick leave benefit, and eligible employees shall accrue sick leave at a rate of 3.69 hours biweekly which is equivalent to 96 hours per year. Accrual of sick leave shall start at the time an individual begins work for the County in a position eligible for the sick leave benefit.

The maximum amount of unused sick leave an employee shall be allowed to have at any time is 480 hours. Employees will not accrue sick time while out on leave.

Sick leave may be used for the following purposes: 1) illness or injury of the employee; 2) appointments with physicians, optometrists, dentists, and other qualified medical professionals; or 3) to attend to the illness or injury of a member of the employee's immediate family. For purposes of this policy, immediate family shall be defined as spouse, child, parent, brother, sister, grandparents, grandchildren or other relative living in the employee's home who is dependent on the employee for care.

Where sick leave is to be used for medical appointments, an employee shall be required to notify supervisor of the intent to use sick leave as soon as the employee knows of the appointment or at least one day in advance. Where use of sick leave is not known in advance, an employee shall notify supervisor of the intent to use sick leave as soon as reasonably possible. If the employee feels that the situation will cause them to miss more than one day of work, the employee should notify supervisor of the anticipated length of absence. The employee will be placed on FMLA, if qualifying event occurs and employee is eligible.

If an employee uses three (3) or more consecutive days of sick leave, a physician's statement or some other acceptable documentation of injury or illness is required for either the employee's own illness or the illness of an immediate family member to be turned in to the Human Resource Department.

A supervisor or Human Resources Officer may require employees, who have a pattern of abusing sick leave, to provide a physician's statement for those absences that are less than three days. Personal statements can be required as to why you are absent.

Employees shall not be allowed to borrow sick leave against future accruals. Employees may be allowed up to 4 hours sick leave for funeral leave of a relative who is not a member of the immediate family or the funeral of a friend.

Sick leave **MAY NOT** be used as vacation or any other reason not addressed in this policy.

Only the appropriate number of sick hours will be used to account for the minimum number of hours needed for the designated work week/work period. (i.e. 40 or 85/171)

2B-5 SICK LEAVE POOL

The County has established a policy to provide a sick leave pool, which will enable eligible county employees to voluntarily transfer sick leave time earned by the employee to a county sick leave pool and to permit employees to draw time in the event of a catastrophic injury or illness.

Examples of a catastrophic injury or illness include, but are not limited to:

1. Stroke
2. Heart attack
3. Major surgery requiring hospitalization
4. Cancer
5. Pregnancy complications
6. To care for a spouse or children who is terminally ill

The County Human Resource Office is the administrator of the County sick leave pool.

To contribute time to the County sick leave pool, an employee must submit an application to the Human Resource Office. Sick leave donations will be considered a taxable event to the donor unless the situation qualifies as a medical emergency pursuant to IRS guidelines. On approval, in a calendar year an employee may transfer to the pool not less than 8 hours and up to 80 hours accrued sick leave a year.

The time will be credited to the pool with the amount of time contributed by the employee and will deduct the same amount of time from the amount to which the employee is entitled, as if the employee has used the time for personal purpose. An employee who resigns or retires may donate any amount over 8 hours in their accrued sick bank.

Employees are eligible to use time contributed to the County sick leave pool for a catastrophic injury or illness, if they have completed one year of continuous service, have exhausted all of their earned sick, vacation, holiday leave, and short-term disability leave.

Eligible employees must apply to the Human Resource Office for authorization to use the time in the County sick leave pool. If the Human Resource Office determines that the employee is eligible, the Human Resource Office will approve the transfer of time from the pool to the employee. **An eligible employee must submit an application with a physician's statement verifying the catastrophic injury or illness.** The time will be credited to the employee and used in the same manner as sick leave earned during the course of employment.

Employees may not use time in the County sick leave pool in an amount that exceeds the lesser of one-third of the total amount of time in the pool or 480 hours. The sick pool committee may approve additional withdrawals by an employee not to exceed three withdrawals in a calendar year.

An employee absent on sick leave assigned from the County sick leave pool is treated for all purposes as if the employee were absent on earned sick leave.

The estate of a deceased employee is not entitled to any payment for unused sick leave contributed to or acquired by that employee from the County sick leave pool.

2B-6 JURY DUTY

All employees of Erath County who are called for jury duty shall receive their regular pay for the period they are called for jury duty, which includes both the jury selection process and, if selected, the time they actually serve on the jury.

Pay for serving on a jury shall only include the time the employee would have normally been scheduled to work and will not include extra pay if jury service involves time outside the employee's normal work schedule. Any fees paid for jury service may be kept by the employee.

All employees who are subpoenaed or ordered to attend court to appear as a witness or to testify in some official capacity on behalf of the County shall be entitled to leave with pay for such period as their court attendance may require. If an employee is absent from work to appear in private litigation in which they are a principal party, the time shall be charged to vacation, other eligible paid leave, or leave without pay.

2B-7 BEREAVEMENT LEAVE

An employee may request up to 3 consecutive work days of paid leave in the event of a death in an employee's immediate family. Additional time off is at the discretion of the department head, and the employee may be permitted to utilize vacation or sick leave. The elected official or department head

must verify the family relationship. For purposes of bereavement, immediate family shall be defined as spouse, child, parent, brother, sister, grandparents, grandchildren or other relative who is dependent on the employee for care.

2B-8 HOLIDAY

Only full-time regular employees shall be eligible for the paid holiday benefit, and the County holidays shall be determined by the Erath County Commissioners' Court.

All holidays not taken on the designated day must be taken off within 30 days by all employees except for Emergency services (Law enforcement, Jail Staff, Dispatch and EMS) will be allowed 180 days to use the holiday time. Holidays not taken within the stated period will be reduced automatically without compensation.

Special consideration shall be given to employees requesting time off for religious or other special observances which are not designated as paid holidays for Erath County. Each supervisor is responsible for granting this leave based on the needs of their individual departments. Vacation, or leave without pay may be used for special leave granted.

Only the appropriate number of holiday hours will be used to account for the minimum number of hours needed for the designated work week/work period. (i.e. 40 or 85/171)

2B-9 LONGEVITY

All full-time regular employees and elected officials shall be eligible for longevity pay upon first pay period of service, and based on work anniversary date. Longevity pay is related solely to the length of total service with the county and is in addition to their regular salary set by the Commissioners' Court.

Tier Calculations - FY 2024

Years completed	Months completed	Rate per Month	Annual Pay	Pay per Pay Period (75%)
0	0	5.00	60.00	1.731
1	12	5.00	120.00	3.462
2	24	5.00	180.00	5.192
3	36	10.00	480.00	13.846
4	48	10.00	600.00	17.308
5	60	15.00	1,080.00	31.154
6	72	15.00	1,260.00	36.346
7	84	15.00	1,440.00	41.538
8	96	20.00	2,160.00	62.308
9	108	20.00	2,400.00	69.231
10	120	25.00	3,300.00	95.192
11	132	25.00	3,600.00	103.846
12	144	25.00	3,900.00	112.500
13	156	25.00	4,200.00	121.154
14	168	25.00	4,500.00	129.808
15	180	30.00	5,760.00	166.154
16	192	30.00	6,120.00	176.538
17	204	30.00	6,480.00	186.923
18	216	30.00	6,840.00	197.308
19	228	30.00	7,200.00	207.692
20	240	35.00	8,820.00	254.423
21	252	35.00	9,240.00	266.538
22	264	35.00	9,660.00	278.654
23	276	35.00	10,000.00	288.462
*** TIER LEVELS ARE BASED OFF OF TIME SERVED AND LONGEVITY DATE. MOVING BETWEEN TIERS TAKES PLACE IN THE PAY PERIOD CONTAINING THE LONGEVITY DATE EACH YEAR. ***				

Part time and temporary employees will not receive longevity. If a part time employee becomes a regular employee, the longevity benefit will be calculated from the day the employment became regular.

2B-10 MILITARY LEAVE

All Erath County employees who are members of the National Guard or active reserve components of the United States Armed Forces shall be allowed up to fifteen (15) days off per federal fiscal year with pay for active duty or to attend active or inactive authorized training sessions and exercises. The fifteen (15) day paid military leave shall apply to the Federal Fiscal year and any unused balance at the end of the year shall not be carried forward into the next Federal Fiscal year. Pay for attendance at Reserve or National Guard training sessions or exercises shall be authorized only for periods which fall within the employee's normal work schedule. An employee may use vacation leave, earned compensatory time, or leave without pay if they must attend Reserve or National Guard Training sessions or exercises in excess of the fifteen-day maximum.

Any Erath County employee who is a member of the Texas military forces, a reserve component of the armed forces, or a member of a state or federally authorized urban search and rescue team called to state active duty by the governor or another appropriate authority in response to a disaster is entitled up to 7 days of paid disaster leave per fiscal year. This leave is in addition to the paid leave provided for authorized training or duty otherwise authorized or ordered. During disaster leave under these provisions, the person may not be subjected to loss of time, efficiency rating, personal time, sick leave, or vacation time.

An employee going on military leave shall provide their supervisor with a set of orders within two (2) business days after receiving them.

Upon request of the employee, Erath County will provide a statement that contains the number of workdays used for military leave in the fiscal year as well as a statement of the number of workdays left for use during the fiscal year.

Erath County employees who leave their positions because of being called to active military service or who voluntarily enter the Armed Forces of the United States shall be eligible for re-employment in accordance with state and federal laws in effect at the time of their release from duty.

2B-11 PAID QUARANTINE LEAVE 9240

Erath County shall provide paid quarantine leave for peace officers, detention officers, and emergency medical technicians employed by Erath County and ordered by a supervisor or the health authority to quarantine or isolate due to a possible or known exposure to a communicable disease while on duty. This includes peace officers, detention officers and

emergency medical technicians, as defined by this policy, who are employed by, appointed to, or elected to their position.

"Detention officer" means an individual appointed or employed by a county as a county jailer or other individual responsible for the care and custody of individuals incarcerated in a county jail.

"Emergency medical technician" means an individual who is certified as an emergency medical technician under Chapter 773, Health and Safety Code; and employed by the county.

"Health authority" has the meaning assigned by Section 121.021, Health and Safety Code. A health authority is a physician appointed under the provisions of Chapter 121 to administer state and local laws relating to public health within the appointing body's jurisdiction. A health authority must be a competent physician with a reputable professional standing who is legally qualified to practice medicine in the state and a resident of the state. They must take an official oath and file with the department.

For counties that do not establish a local health department or public health district, they may appoint a physician as health authority to administer state and local laws relating to public health in the county's jurisdiction.

"Peace officer" means an individual described by Article 2.12, Code of Criminal Procedure, who is elected for, employed by, or appointed by the county.

Eligible employees who are on qualifying paid quarantine leave shall receive all employment benefits and compensation, including leave accrual, retirement, and health benefits for the duration of the leave; and, if applicable, shall be reimbursed for reasonable costs related to the quarantine, including lodging, medical, and transportation. An employee on qualifying paid quarantine leave will not have their leave balances reduced.

Off duty exposures will not be covered under this policy.

2B-12 RETIREMENT

All regular employees (full time, part time, and regular variable hour) shall be eligible for the retirement benefit offered through the Texas County and District Retirement System. Temporary seasonal and temporary short-term part-time employees will not be eligible for retirement benefits. Eligible employees shall make contributions to the retirement program through a system of payroll deduction. Erath County shall contribute to each eligible employee's retirement account according to requirements of TCDRS. Information on the retirement program may be obtained at the County Human Resources Office during the normal working hours for that office.

Erath County will pay the insurance to any retiree with 20 years of continuous service (to Erath County) until they reach Medicare age. The county will begin paying for Medicare supplemental for the remainder of the retiree's life at that time.

2B-13 SOCIAL SECURITY/MEDICARE

All County employees shall participate in the Federal Social Security/Medicare program which provides certain retirement, disability, and other benefits. Deductions for these programs will be taken from each paycheck.

2B-14 FAMILY MEDICAL LEAVE ACT/MILITARY FAMILY LEAVE (FMLA/MFL)

The federal Family and Medical Leave Act of 1993 (FMLA) requires an employer to provide eligible employees with unpaid leave under certain circumstances. There are two types of leave available:

- 1) the basic 12-week FMLA entitlement; and
- 2) the Military Family Leave (MFL) entitlement described in this policy.

ELIGIBILITY:

To be eligible for benefits under this policy, an employee must:

- 1) have worked for Erath County at least 12 months (it is not required that these 12 months be consecutive; however, a continuous break in service of 7 years or more will not be counted toward the 12 months); and have worked at least 1250 hours during the previous 12 months; and
- 2) are employed at a work site that has 50 or more employees within a 75-mile radius.

Any employees with any questions about their eligibility for FMLA leave should contact Human Resources office for more information.

QUALIFYING EVENTS:

Family medical leave under this policy may be taken for the following reasons:

- 1) the birth of a child and to care for that child;
- 2) the placement of a child in the employee's home for adoption or foster care;
- 3) to care for a spouse, child (under the age of 18 or if over 18, incapable of self-care due to a disability), or parent with a serious health condition;
- 4) the serious health condition of the employee that make the employee unable to perform the essential functions of their job;
- 5) a qualifying exigency arising out of the fact that an employee's spouse, child or parent is a covered military member of the Armed Forces (Regular, Reserve or National Guard), deployed to a foreign country or has been notified of an impending call or order to active duty in a foreign country;
- 6) to care for a covered service member (Regular, Reserve or National Guard) with a serious injury or illness if the employee is the spouse, child, parent or next of kin (nearest blood relative) of the service member; or
- 7) to care for a covered veteran who is undergoing medical treatment, recuperation or therapy, for a serious injury or illness and who was a member of the Armed Forces (Regular, Reserve or National Guard) at any time during the period of 5 years preceding the date on which the veteran began that medical treatment, recuperation or therapy.

SERIOUS HEALTH CONDITION:

Serious health condition is defined as a health condition that requires overnight inpatient care at a hospital, hospice, or residential care medical facility or continuing treatment by a health care provider.

A serious health condition involving continuing treatment by a health care provider includes any one or more of the following:

- 1) a period of incapacity of more than three consecutive, full calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves:
 - a) Treatment two or more times within 30 days of incapacity; or
 - b) Treatment by a health care provider on at least one occasion within the first seven days of incapacity that results in a regimen of continuing treatment by a health care provider.
- 2) Any period of incapacity due to pregnancy or pre-natal care.
- 3) Any period of incapacity or treatment due to a chronic serious health condition that requires periodic visits to a health care provider and continues over an extended period of time.
- 4) Any period of incapacity that is permanent or long term due to a condition for which treatment is not effective.
- 5) Any period of incapacity or absence to receive multiple treatments by a health care provider.

QUALIFYING EXIGENCY LEAVE:

An eligible employee may be entitled to use up to 12 weeks of their FMLA leave entitlement to address certain qualifying exigencies. Leave may be used if the employee's spouse, child of any age or parent in the Armed Forces (Regular, Reserves or National Guard) is on active duty or called to active duty status in a foreign country.

Qualifying exigencies may include:

- 1) short-notice deployment (up to seven days of leave);
- 2) attending certain military events and related activities;
- 3) arranging for alternative childcare;
- 4) addressing certain financial and legal arrangements;
- 5) periods of rest and recuperation for the covered military member (up to fifteen days of leave);
- 6) attending certain counseling sessions;
- 7) attending post-deployment activities (available for up to 90 days after the termination of the covered military member's active duty status);
- 8) other activities arising out of the covered military member's active duty or call to active duty in a foreign country and agreed upon by the county and the employee;
- 9) attending family support or assistance programs and informational briefings;
- 10) acting as the covered military member's representative before a governmental agency;

- 11) addressing issues that arise from the death of a covered military member while on active duty status in a foreign country; and
- 12) other activities arising out of the covered military member's active duty or call to active duty in a foreign country and agreed upon by the county and employee.

LENGTH OF LEAVE:

An employee may use up to 12 weeks leave per 12-month period under this policy. Erath County sets the 12-month period used under this policy as a *"rolling" 12-month period measured backward from the date an employee uses FMLA leave.*

A couple who both work for the county is entitled to a maximum combined leave of 12 weeks in any 12-month period for the birth of healthy newborn child (i.e., bonding time) or placement of a child, or care for a parent with a serious health condition.

The combined limit for a couple employed by the county is 26 weeks in a single 12-month period if leave is to care for a covered service member or veteran with a serious injury or illness.

MILITARY CAREGIVER LEAVE:

An eligible employee may take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is either a current member or veteran of the Armed Forces (Regular, Reserve or National Guard).

An eligible employee may take up to 26 weeks of leave to care for a covered service member of the Armed Forces (Regular, Reserve, or National Guard) who has been rendered medically unfit to perform their duties due to a serious injury or illness incurred in the line of duty while on active duty for which the service member is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list.

An eligible employee may take up to 26 weeks of leave to care for a veteran (Regular, Reserve, or National Guard) who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces (Regular, Reserve or National Guard) at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.

The MFL entitlement is applied on a per-injury basis and an eligible employee may be entitled to take more than one period of 26 weeks of leave if the leave is to care for different covered service members or covered veteran with a subsequent serious illness or injury, except that no more than 26 weeks may be taken within any single 12-month period.

An eligible employee may begin taking military caregiver leave up to five years after their family member was discharged or released from the military. The eligible employee's first date of leave must be within the five-year period; however, the employee may continue to take such leave throughout the single 12-month period that is applicable to military caregiver leave, even if the leave extends beyond the five-year period.

An employee does not need to use this leave entitlement in one block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the county's operations.

WORK RELATED INJURY:

Erath County will always designate qualifying work-related injuries with lost time as FMLA qualifying.

SUBSTITUTION OF PAID LEAVE:

Erath County requires substitution of paid leave for all FMLA or MFL events. A full-time employee must follow the compensatory, vacation and sick leave policy guidelines. The balance of FMLA is unpaid leave. FMLA and MFL run concurrently with all substituted paid leave, including Workers' Compensation leave and Short-Term Disability.

If any qualified employee has short-term disability insurance, the employee doesn't have to use compensatory, vacation or sick time, but if the employee doesn't have short-term disability insurance, will have to use compensatory, vacation and sick while on FMLA.

The maximum amount of paid and unpaid leave that may be used under this policy in a 12-month period is 12 weeks, except for qualifying leave to care for a covered military member with a serious injury or illness which is a maximum of 26-weeks in a 12-month period.

CONTINUED EMPLOYEE BENEFITS:

While an employee is on leave under this policy, the county will continue to pay the employee's medical plan premium at the same rate as if the employee had been actively at work. The employee is required to pay for dependent coverage and for any other coverage for which the employee would normally pay, or the coverage will be discontinued. An employee's obligation to pay for coverage will be made through regular payroll deduction while the employee is on paid leave status. While on unpaid leave, the employee is required to pay for premiums due to the county no later than 30 days after the date of the pay period in which the premium comes due. The county may cancel unpaid coverage by providing the employee advance written notice, not less than 15 days before the coverage will be cancelled for non-payment.

At the end of the 12-week leave period or the 26-week leave period in a single 12-month period to care for an injured covered military member, an eligible employee will be offered COBRA if they are unable to return to work.

INTERMITTENT LEAVE AND REDUCED SCHEDULE:

An employee may take intermittent leave under this policy if it is necessary for the care and treatment of a serious health condition of the employee, the employee's eligible family member or the care of a covered military member or veteran.

An employee may work a reduced schedule under this policy if it is necessary for the care and treatment of a serious health condition of the employee, the employee's eligible family member, or the care of a covered military member or veteran.

All work time missed as the result of intermittent leave or a reduced work schedule under this policy will be deducted from the employee's 12-week or 26-week leave eligibility in a single 12-month period.

CERTIFICATION REQUIREMENTS:

The county has the right to ask for certification of the serious health condition of the employee or the employee's eligible family member when the employee requests or is using leave under this policy.

The county may send a request for medical certification to an employee who has been out of work for three or more days to determine the employee's FMLA eligibility. The employee is requested to have their physician complete and return the medical certification, or provide appropriate documentation, within 15 days of the employee's receipt of the form to be eligible for FMLA. An employee's failure to return the medical certification may result in denial of FMLA by the county.

The employee must respond to the county's request for certification within 15 days of receipt of the request or provide a reasonable explanation for the delay in writing before the 15th day after receipt of the request. If an employee does not provide certification or otherwise respond, the county may deny leave under this policy.

If an employee requests intermittent leave or a reduced work schedule, the certification submitted must also include the dates and duration of treatment and a statement of medical necessity for taking intermittent leave or working a reduced schedule. The county may request re-certification for intermittent or reduced schedule leave every six months in connection with an eligible absence.

The county may ask for a second opinion from a health care provider of the county's choice, at the expense of the county, if the county has reason to question the certification, unless the leave is necessary to care for a seriously injured or ill covered service member supported by an invitational travel order (ITO) or invitational travel authorization (ITA) to join an injured or ill service member at their bedside.

If there is a conflict between the certification submitted by the employee and the second certification obtained by the county, the county may require a third certification, at the expense of the county, from a health care provider agreed upon by both the employee and the county. The third opinion is final and binding on the county and the employee.

REQUESTING LEAVE:

Unless FMLA leave is unforeseeable, an employee is required to submit a written request for leave under this policy to their immediate supervisor.

Where reasonably practicable, an employee should give their immediate supervisor a minimum of 30-days' notice before beginning leave under this policy. Where it is not reasonably practicable to give 30-days' notice, the employee is required to give as much notice as possible.

REINSTATEMENT:

An employee returning from leave under this policy, and who has not exceeded the 12-week maximum leave period allowed, will be returned to the same job or a job equivalent to the job the employee held before going on FMLA leave. An employee who has not exceeded the 26-week maximum leave period in a single 12-month period, allowed to care for a seriously ill or injured covered military member, will be returned to the same job or a job equivalent to the job the employee held before going on leave.

If an employee is placed in a different position, it will be one with equivalent status, pay, benefits, and other employment terms and which entails substantially equivalent skill, effort, responsibility, and authority.

The county has no obligation to reinstate an employee who takes more than the 12 weeks of leave allowed under this policy, or who elects not to return to work after using the maximum leave allowed, including an employee with available sick or vacation leave.

REPAYMENT OF BENEFITS:

Unless an employee is unable to return to work because of the serious medical condition of the employee or an eligible family member, or another situation beyond the control of the employee, an employee who does not return to work after using the maximum leave allowed under this policy will be required to reimburse the county for all medical premiums and other benefits paid by the county while the employee was on leave without pay related to their FMLA leave.

OTHER BENEFITS:

While on leave without pay under this policy, an employee does not earn vacation or sick leave, is not eligible for holiday pay, and does not earn other benefits afforded to employees actively at work, except as stated in this policy, unless other employees who go on leave without pay are allowed to do so.

An employee who is out on approved FMLA leave may not take trips outside of the county unless the travel is related to the employee's own serious health condition, the serious health condition of the child, spouse or parent of the employee or to attend qualifying military events. An employee may ask their immediate supervisor for written permission to take other trips outside of the county which may be granted at the supervisor's sole discretion.

Employees are forbidden from working another job while on approved FMLA leave from the county.

REGULATION:

Any area or issue regarding family and medical leave that is not addressed in this policy is subject to the basic requirements of the FMLA and the regulations issued to implement it.

RETURN-TO-WORK:

An employee is required to provide a fitness-for-duty certification before the employee returns to work.

ENFORCEMENT:

An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer for unlawful discrimination under the FMLA. The FMLA does not affect any federal or state law prohibiting discrimination or supersede any federal or state law that provides greater family of medical leave rights.

COUNTING:

To count employees in the county we will include all full-time employees, all part-time employees currently getting paid and all temporary employees currently getting paid. This will not include a count of elected officials, CSCD employees, A&M County Agents or any employees paid by the state. The county will not count people on the payroll register that are NOT getting paid. When the county payroll hits 50 eligible employees, Erath County will comply fully with the entire regulation and will notify employees of the change to the FMLA policy for over 50 employees.

RESPONSIBILITIES:

Erath County will post the current FMLA poster as provided by the Department of Labor. If an employee asks for FMLA leave for any reason, Erath County will respond in writing and will use the FMLA forms (WH-381) Notice of Eligibility and Rights and Responsibility and form (WH-382) Designation Notice to notify the employee of their eligibility rights.