

*Notice of Meeting and Agenda and Minutes  
September 14, 2015*

**REGULAR, 9/14/2015 1:30:00 PM**

BE IT REMEMBERED that on September 14, 2015, there was begun and holden a REGULAR session of the Commissioners Court of Jefferson County, Texas, with the following members and officers present and participating except those absent as indicated:

Honorable Jeff Branick, County Judge

Commissioner Eddie Arnold, Commissioner Pct. No. 1

Commissioner Brent Weaver, Commissioner Pct. No. 2

Commissioner Michael Sinegal, Commissioner Pct. No. 3

Commissioner Everette D. Alfred, Commissioner Pct. No. 4

Honorable G. Mitch Woods, Sheriff

Honorable Carolyn L. Guidry , County Clerk

When the following proceedings were had and orders made, to-wit:

**Notice of Meeting and Agenda and Minutes**  
**September 14, 2015**

Jeff R. Branick, County Judge  
Eddie Arnold, Commissioner, Precinct One  
Brent A. Weaver, Commissioner, Precinct Two  
Michael S. Sinegal, Commissioner, Precinct Three  
Everette "Bo" Alfred, Commissioner, Precinct Four



**NOTICE OF MEETING AND AGENDA  
OF COMMISSIONERS' COURT  
OF JEFFERSON COUNTY, TEXAS**  
**September 14, 2015**

Notice is hereby given that the Commissioners' Court of Jefferson County, Texas, will meet at **1:30 PM**, on the **14th day of September 2015** at its regular meeting place in the Commissioner's Courtroom, 4th Floor, Jefferson County Courthouse, 1149 Pearl Street, Beaumont, Texas.

Said meeting will be a **Regular** for the purpose of transacting the routine business of the County. Persons with disabilities requiring auxiliary aids for services who wish to attend this meeting should contact the County Judge's Office to arrange for assistance.

In addition to the routine business of the County, the subject of said meeting will be the following:

Immediately following the Commissioners Court meeting: DISTRICT ATTORNEY - Announcement of an executive (closed) session pursuant to Texas Government Code Section 551.0725 regarding a contract being negotiated and finding that deliberation in open meeting would have a detrimental effect on the position of the Commissioners Court in negotiations with a third person.

**INVOCATION: Michael S. Sinegal, Commissioner, Precinct Three**

**PLEDGE OF ALLEGIANCE: Everette "Bo" Alfred, Commissioner, Precinct Four**

**Notice of Meeting and Agenda and Minutes**  
**September 14, 2015**

**PURCHASING:**

1. Consider and approve, execute, receive and file a renewal for (IFB 13-013/JW) Term Contract for Janitorial Services for Jefferson County with Member's Building Maintenance for a second additional one (1) year renewal from September 21, 2015 through September 20, 2016.

**SEE ATTACHMENTS ON PAGES 8 - 14**

**Motion by: Commissioner Arnold**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**COUNTY AIRPORT:**

2. Consider, possibly approve, and authorize the County Judge to execute the application for FAA AIP Grant # 31 in the amount of \$3,373,832.00 with FAA funds providing \$3,036,448.00 and local match providing \$337,384.00. (Grant projects include Runway 12-30 Reconstruction.)

**Motion by: Commissioner Weaver**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**COUNTY AUDITOR:**

3. Consider and approve budget transfer- Road & Bridge Pct.3 - replacement of truck.

|                   |                   |             |             |
|-------------------|-------------------|-------------|-------------|
| 113-0309-431-6042 | TRUCKS & TRAILERS | \$30,860.00 |             |
| 113-0302-431-1028 | LABORERS          |             | \$30,860.00 |

**SEE ATTACHMENTS ON PAGES 15 - 16**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Alfred**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

4. Consider and approve budget transfer - District Clerk - additional cost for travel.

|                   |                |          |          |
|-------------------|----------------|----------|----------|
| 120-2031-414-5062 | TRAVEL EXPENSE | \$144.00 |          |
| 120-2031-414-4052 | POSTAGE        |          | \$144.00 |

**Notice of Meeting and Agenda and Minutes**  
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**SEE ATTACHMENTS ON PAGES 17 - 17**

**Motion by: Commissioner Weaver**  
**Second by: Commissioner Alfred**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

5. Consider and approve budget transfer - 279th District Court - additional cost for employees insurance.

|                   |                      |            |            |
|-------------------|----------------------|------------|------------|
| 120-2038-412-2003 | EMPLOYEES' INSURANCE | \$2,000.00 |            |
| 120-2038-412-1005 | EXTRA HELP           |            | \$2,000.00 |

**SEE ATTACHMENTS ON PAGES 18 - 18**

**Motion by: Commissioner Weaver**  
**Second by: Commissioner Alfred**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

6. Consider and approve budget transfer - Agriculture - replacement of laptop.

|                   |                    |          |          |
|-------------------|--------------------|----------|----------|
| 120-4071-461-6002 | COMPUTER EQUIPMENT | \$450.00 |          |
| 120-4071-461-3084 | MINOR EQUIPMENT    |          | \$450.00 |

**SEE ATTACHMENTS ON PAGES 19 - 19**

**Motion by: Commissioner Weaver**  
**Second by: Commissioner Alfred**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

7. Consider and approve budget transfer - Veteran's - additional cost for postage.

|                   |            |          |          |
|-------------------|------------|----------|----------|
| 120-8096-419-4052 | POSTAGE    | \$100.00 |          |
| 120-8096-419-1005 | EXTRA HELP |          | \$100.00 |

**SEE ATTACHMENTS ON PAGES 20 - 20**

**Motion by: Commissioner Weaver**  
**Second by: Commissioner Alfred**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

**Notice of Meeting and Agenda and Minutes**  
**September 14, 2015**

8. Consider and approve renewal of Title IV-E Child Welfare and Legal Services contacts with the Texas Department of family and Protective Services. Renewal dates are 10/01/2015 to 09/30/2016.

**SEE ATTACHMENTS ON PAGES 21 - 51**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Alfred**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

9. Execute, receive and file Inter-local Agreement between Jefferson County, Texas and the Port Arthur Independent School District regarding the provisions of A.S.A.P. Deputy Constables. The contract period is 10/01/2015 to 09/30/2016.

**SEE ATTACHMENTS ON PAGES 52 - 56**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Alfred**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

10. Regular County Bills - check #411705 through check #411958.

**SEE ATTACHMENTS ON PAGES 57 - 66**

**Motion by: Commissioner Weaver**

**Second by: Commissioner Alfred**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**COUNTY CLERK:**

11. Consider and possibly approve, execute, receive and file Joint Election Agreement with the City of Port Arthur to conduct a joint election for the November 3, 2015, Constitutional Amendment Election and the City of Port Arthur Special Election.

**SEE ATTACHMENTS ON PAGES 67 - 77**

**Motion by: Commissioner Alfred**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

**Notice of Meeting and Agenda and Minutes**  
**September 14, 2015**

12. Consider and possibly approve, receive and file Notice of Early Voting Locations and Hours for the November 3, 2015, Joint Election.

**SEE ATTACHMENTS ON PAGES 78 - 78**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Sinegal**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

13. Consider and possibly approve countywide polling locations for the November 3, 2015, Joint Election.

**SEE ATTACHMENTS ON PAGES 79 - 80**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Sinegal**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

14. Consider and possibly approve, execute, receive and file Notice of Election for the November 3, 2015, Joint Election (Constitutional Amendments and City of Port Arthur Special Election).

**SEE ATTACHMENTS ON PAGES 81 - 84**

**Motion by: Commissioner Alfred**  
**Second by: Commissioner Sinegal**  
**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**  
**Action: APPROVED**

**COUNTY COMMISSIONERS:**

15. Consider authorizing the County Judge to enter/terminate a Burn Ban Order.

**Action: TABLED**

**Notice of Meeting and Agenda and Minutes**  
**September 14, 2015**

16. Consider holding a (closed) session pursuant to Texas Government Code Section 551.0725 regarding a contract being negotiated and finding that deliberation in open meeting would have a detrimental effect on the position of the Commissioners Court in negotiations with a third person.

**Motion by: Commissioner Arnold**

**Second by: Commissioner Weaver**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

## **ADDENDUMS**

17. Consider and possibly approve receive and file the resignation of Jim Rich from the Sabine Neches Navigation District Board of Directors effective Monday, September 14, 2015 as he has relocated out of Jefferson County.

**SEE ATTACHMENTS ON PAGES 85 - 85**

**Motion by: Commissioner Arnold**

**Second by: Commissioner Weaver**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

## **COUNTY TAX ASSESSOR-COLLECTOR:**

18. Receive and file executed agreement between Jefferson County and Kroger Texas LP to issue motor vehicle license registration stickers which was approved by Commissioner's Court September 8, 2015.

**SEE ATTACHMENTS ON PAGES 86 - 95**

**Motion by: Commissioner Alfred**

**Second by: Commissioner Sinegal**

**In favor: County Judge Branick, Commissioner Arnold, Commissioner Weaver, Commissioner Sinegal, Commissioner Alfred**

**Action: APPROVED**

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**Jeff R. Branick**  
**County Judge**

# CONTRACT RENEWAL FOR IFB 13-013/JW

## TERM CONTRACT FOR JANITORIAL SERVICES FOR JEFFERSON COUNTY

The County entered into a contract with Member's Building Maintenance for one (1) year, from September 23, 2013 to September 22, 2014, with an option to renew the contract for up to a five (5) year period.

Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 21, 2015 to September 20, 2016.

ATTEST:

  
Carolyn L. Guidry, County Clerk



JEFFERSON COUNTY, TEXAS

  
Jeff Branick, County Judge

CONTRACTOR:  
Member's Building Maintenance

  
(Name)

# CONTRACT RENEWAL FOR IFB 13-013/JW

## TERM CONTRACT FOR JANITORIAL SERVICES FOR JEFFERSON COUNTY

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Pursuant to the contract, Jefferson County hereby exercises its option to renew the contract for one (1) additional year from September 21, 2015 to September 20, 2016.

ATTEST:

  
Carolyn L. Guidry, County Clerk



JEFFERSON COUNTY, TEXAS

  
Jeff Branick, County Judge

CONTRACTOR:  
Member's Building Maintenance

  
(Name)



# JEFFERSON COUNTY PURCHASING DEPARTMENT

*Deborah L. Clark, Purchasing Agent*

1149 Pearl Street, Beaumont, TX 77701 409-835-8593 Fax 409-835-8456

## IFB 13-013/JW

### Term Contract for Janitorial Services for Jefferson County

**Awarded: September 23, 2013**

#### **Current Pricing (updated 6.29.2015)**

Renewal 1: 9/22/2014-9/21/2015

Renewal 2: 9/21/2015-9/20/2016

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Courthouse (Historic)</b><br><b>1149 Pearl St., Beaumont</b><br>Mon-Fri, 5:30 pm–11:30 pm<br>Floors: 7; Elevators: 3<br>To be serviced: 5 days/week | \$325.38             | \$1,626.90            | 52             | \$84,598.80           |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Courthouse (New)</b><br><b>1001 Pearl St., Beaumont</b><br>Mon-Fri, 3:00 pm – 5:00 pm<br>For 3 <sup>rd</sup> Floor, District Attorney's Offices<br><br>Mon-Fri, 5:30 pm – 11:30 pm<br>For All Other Areas in the New Courthouse<br><br>Floors: 3; Elevators: 3<br>To be serviced: 5 days/week | \$397.07             | \$1,985.35            | 52             | \$103,238.20          |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Sheriff's Dept.</b><br><b>1001 Pearl St., Beaumont</b><br>One employee must be on site<br>Mon-Fri, 8:00 am–noon<br>Floors: 2; Elevators: 0<br>To be serviced: 5 days/week | \$44.63              | \$223.15              | 52             | \$11,603.80           |

IFB 13-013/JW

## Term Contract for Janitorial Services for Jefferson County

Current Pricing (Continued)

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Annex I</b><br><b>215 Franklin St., Beaumont</b><br>Mon-Fri, 5:30 pm–11:30 pm<br>Floors: 2; Elevators: 1<br>To be serviced: 3 days/week | \$100.74             | \$302.22              | 52             | \$15,715.44           |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Annex II</b><br><b>1295 Pearl St., Beaumont</b><br>Mon-Fri, 5:30 pm–11:30 pm<br>Floors: 2; Elevators: 0<br>To be serviced: 3 days/week | \$62.29              | \$186.87              | 52             | \$9,717.24            |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Jefferson County Annex IV</b><br><b>820 Neches, Beaumont</b><br>Mon-Fri, 5:30 pm–11:30 pm<br>Floors: 2; Elevators: 1<br>To be serviced: 5 days/week | \$72.45              | \$362.25              | 52             | \$18,837.00           |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Courthouse (Historic &amp; New) &amp; Beaumont</b><br><b>Annexes I, II, IV– day service</b><br><br>One employee must be on site<br>Mon-Fri, 9:30 am - 2:00 pm<br>Floors: 7; Elevators: 8<br>To be serviced: 5 days/week | \$63.23              | \$316.15              | 52             | \$16,439.80           |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Subcourthouse</b><br>525 Lakeshore Dr., Pt Arthur<br>Mon-Fri, 4:00 pm–11:00 pm<br>Floors: 2; Elevators: 2<br>To be serviced: 5 days/week | \$55.76              | \$278.80              | 52             | \$14,497.60           |

IFB 13-013/JW

## Term Contract for Janitorial Services for Jefferson County

Current Pricing (Continued)

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Annex I – Port Building</b><br><b>900 Fourth St., Port Arthur</b><br>Mon-Fri, 4:00 pm–11:00 pm<br>Floors: 2; Elevators: 1<br>To be serviced: 5 days/week | \$19.65              | \$98.25               | 52             | \$5,109.00            |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Annex II – Public Health Dept</b><br><b>246 Dallas Ave., Port Arthur</b><br>Mon-Fri, 4:00 pm–11:00 pm<br>Floors: 1; Elevators: 0<br>To be serviced: 5 days/week | \$41.11              | \$205.55              | 52             | \$10,688.60           |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Minnie Rogers Juvenile Justice,</b><br><b>5326 Highway 69 S, Beaumont</b><br>Mon-Fri, 5:30 pm–12:00 mid.<br>Floors: 1; Elevators: 0<br>To be serviced: 5 days/week | \$46.55              | \$232.75              | 52             | \$12,103.00           |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Airport – Main Terminal</b><br><b>6000 Airline Dr., Beaumont</b><br><br>At least one employee must be on site<br>Sun-Fri, 8:00 am–8:00 pm<br>Floors: 1; Elevators: 0<br>To be serviced: 6 days/week | \$152.14             | \$912.84              | 52             | \$47,467.68           |

**IFB 13-013/JW****Term Contract for Janitorial Services for Jefferson County**  
**Current Pricing (Continued)**

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Airport – Main Terminal<br/>6000 Airline Dr., Beaumont</b><br><br>At least one employee must be on site<br>Sat, 8:00 am–3:00 pm<br>Floors: 1; Elevators: 0<br>To be serviced: 1 day/week | \$88.75              | \$88.75               | 52             | \$4,615.00            |

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Mid-County Office Building<br/>7933 Viterbo Road, Beaumont</b><br><br>Mon-Fri, 5:30 pm–12:00 mid.<br>Floors: 1; Elevators: 0<br>To be serviced: 5 days/week | \$15.27              | \$76.35               | 52             | \$3,970.20            |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Precinct 2 Service Center<br/>7759 Viterbo Road, Beaumont</b><br><br>Mon-Fri, 5:30 pm–12:00 mid.<br>Floors: 1; Elevators: 0<br>To be serviced: 2 days/week | \$17.25              | \$34.50               | 52             | \$1,794.00            |

| Service Location  | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|---|----------------------|-----------------------|----------------|-----------------------|
| <b>Mid-County Tax Office<br/>4605 Jerry Ware Dr., Beaumont</b><br><br>Mon-Fri, 5:30 pm–12:00 mid.<br>Floors: 1; Elevators: 0<br>To be serviced: 5 days/week | \$8.98               | \$44.90               | 52             | \$2,334.80            |

**IFB 13-013/JW**

**Term Contract for Janitorial Services for Jefferson County**

**Current Pricing (Continued)**

| Service Location   | Unit Price Per Visit | Extended Weekly Price | Weeks Per Year | Extended Annual Total |
|--|----------------------|-----------------------|----------------|-----------------------|
| <b>Hamshire Building</b><br><b>19217 FM 365, Beaumont</b><br>Mon-Fri, 5:30 pm–12:00 mid.<br>Floors: 1; Elevators: 0<br>To be serviced: 5 days/week | \$64.62              | \$323.10              | 52             | \$16,801.20           |

**Member's Building Maintenance**

11363 Denton Drive, # 127

Dallas, TX 75229

Contact: Eddie Kang

972-241-8131 phone

972-241-7691 fax

[ekang@membersltd.com](mailto:ekang@membersltd.com)

**Jefferson County  
Precinct #3**

# Memo

To: Fran Lee  
From: Kimberly Doyle  
CC: Commissioner Sinegal  
Date: September 8, 2015  
Re: Budget Transfer

Fran,

Due to Unit B-9 a 2006 F-150 Vin #1FTPW12V96FB68821 with 220,010 miles.

Being wrecked (7/23/15) we are needing to replace it.  
Attached is Buyboard #430-13 price.

Can you please transfer \$30,859.80

From Acct #113-0302-431-1028 Laborers

and put it into Acct #113-0309-431-~~6~~042 Trucks & Trailers

Thanks for your help,

If you have any questions please give me a call (409) 736-2851

Thank You

---

Kimberly Doyle  
Precinct #3

**BUYBOARD #430-13**  
**Vehicles and Heavy Duty Trucks**  
**PRODUCT PRICING SUMMARY BASED ON CONTRACT**

**VENDOR: SILSSEE FORD & SILSSEE TOYOTA**

1211 U.S. HWY 96N

SILSSEE, TX 77656

**End User:** JEFFERSON COUNTY PCT # 3

**Silsbee Rep:** KEN DURBIN

**Contact:** JASON CASTILLE MO # 718-2851

**Phone/email:** KDURBIN.COWBOYFLEET@GMA

**Phone/email:** PCT3SUP@CO.JEFFERSON.TX.US

**Date:** Friday, September 04, 2015

**Product Description:** 2015 FORD

**A. Bid Series:** 113

**A. Base Price:** \$ 17,768.00

**B. Published Options [Itemize each below]**

| Code | Options                    | Bid Price   | Code | Options               | Bid Price |
|------|----------------------------|-------------|------|-----------------------|-----------|
| W1C  | CREW CAB UPGRADE           | \$ 5,445.00 |      | WHITE EXT / GRAY INT. |           |
| 99F  | 5.0L V-8 ENGINE            | \$ 1,595.00 |      | UNIT IN STOCK         |           |
| 101A | 101A UPGRADE PKG.          | \$ 2,255.00 |      | CUSTOMER PICK UP      |           |
|      | XL POWER EQ. GROUP         |             |      |                       |           |
|      | SYNC & BOXLINK             |             |      |                       |           |
|      | CRUISE CONTROL             |             | V    | VYNLE SEAT COVERS     | \$ 495.00 |
| 168  | CARPETED FLOORS            | \$ 145.00   |      |                       |           |
| 86A  | XL APPEARANCE PKG.         | \$ 775.00   |      |                       |           |
| W    | CLOTH 40 / CONSOLE / 40    | \$ 295.00   |      |                       |           |
| ALM  | ALM TOOL BOX               | \$ 645.00   |      |                       |           |
|      | MOUNTED ON TOP RAIL OF BED |             |      |                       |           |

**Total of B. Published Options:** \$ 11,650.00

**C. Unpublished Options [Itemize each below, not to exceed 25%]**

**\$= 5.1 %**

| Options                     | Bid Price   | Options | Bid Price |
|-----------------------------|-------------|---------|-----------|
| RADIO SUPPRESSION PKG.      | \$ 90.00    |         |           |
| DESTINATION & INSPECTION    | \$ 1,166.75 |         |           |
| TAILGATE LOCK & WHEEL LOCKS | \$ 245.00   |         |           |
|                             |             |         |           |
|                             |             |         |           |
|                             |             |         |           |

**Total of C. Unpublished Options:** \$ 1,501.75

**D. Pre-delivery Inspection:**

\$ -

**E. Texas State Inspection:**

\$ -

**F. Manufacturer Destination/Delivery:**

\$ -

**G. Floor Plan Interest (for in-stock and/or equipped vehicles):**

\$ 445.00

**H. Lot Insurance (for in-stock and/or equipped vehicles):**

\$ 95.05

**I. Contract Price Adjustment:**

\$ -

**J. Additional Delivery Charge:** 0 miles

\$ -

**K. Subtotal:**

\$ 31,459.80

**L. Quantity Ordered** 1 x K =

\$ 31,459.80

**M. Trade in:** 2006 F-150=1FTPW12V96FB68821 MILES 220,010

\$ (1,000.00)

**N. BUYBOARD Administrative Fee (\$400 per purchase order)**

\$ 400.00

**O. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE**

\$ 30,859.80

**Jefferson County  
District Clerk's Office**  
1085 Pearl Street  
Room 203  
Beaumont, TX 77701  
409-835-8580  
Fax 409-835-8527



**Family Law Division**  
409-835-8653

**Child Support**  
P. O. Box 3586  
Beaumont, TX 77704  
409-835-8425

**Jamie Smith  
District Clerk**

Dear Fran,

I am requesting to transfer \$144.00 from account 120-2031-414-40-52 to account 120-2031-414-5062 to cover travel expenses.

Respectfully,

**Jamie Smith  
Jefferson County District Clerk**

**MEMORANDUM**

**TO:** COMMISSIONERS COURT  
**FROM:** FRAN LEE  
**SUBJECT:** BUDGET TRANSFER  
**DATE:** SEPTEMBER 8, 2015

The following budget amendment is necessary for 279<sup>th</sup> District Court for additional cost for employee health insurance. Please call if you have any questions.

120-2038-412-2003 Employee Insurance \$2,000

OFFICE OF JEFFERSON COUNTY

**MEMORANDUM**

TO: Fran Lee, Financial Manager

FROM:   
Starla Garlick, Department Head  
Agriculture

DATE: September 9, 2015

SUBJECT: Transfer Funds

Please transfer \$450 from our Minor Equipment account 120-4071-461-30-84 to Computer Equipment 120-4071-461-60-02, to purchase additional laptop for office use.

Thank you.

:pc

Texas A&M AgriLife Extension Service  
1225 Pearl Street, Suite 200, Beaumont, TX 77701

Tel. 409.835.8461 | Fax. 409.839.2310 | Jefferson.Agrilife.org

*Educational programs of the Texas A&M AgriLife Extension Service are open to all people without regard to race, color, sex, disability, religion, age, or national origin.  
The Texas A&M University System, U.S. Department of Agriculture, and the County Commissioners Courts of Texas Cooperating*

**Veteran Service  
Office**

# Memo

**To:** Fran Lee  
**From:** Hilary L. Guest  
**CC:**  
**Date:** September 8, 2015  
**Re:** Budget Transfer

---

I would like to request the following budget transfer at this time. I would like to transfer \$100.00. From Extra Help (acct. # 120-8096-419.10-05) to my postage account (acct. # 120-8096-419.40-52) to cover the cost of the remaining trips required to the VA Regional Office in Houston, TX.

Thank you.

  
Hilary L. Guest

Budget for Title IV-E  
County Child Welfare Services Contract

| Summary  |  |   |                                |
|--|--|---|--------------------------------|
| <b>County:</b>   |  | Jefferson                               |                                |
| <b>Contract Number:</b>  |  | 23939002                                |                                |
| <b>Budget Effective Date:</b>  |  | 10/1/2015-9/30/2016                     |                                |
| Cost Category  | Estimated Total Expenses Allocable to Title IV-E | Total Anticipated Federal Reimbursement | Total Anticipated County Match |
| <b>A. Administration</b>   |  |   |                                |
| A.1. Direct Materials and Supplies   | \$6,000.00                                       | \$1,288.14                              | \$4,711.86                     |
| A.2. Direct Other Costs  | \$7,500.00                                       | \$1,610.18                              | \$5,889.83                     |
| <b>Total Administration</b>  | <b>\$13,500.00</b>                               | <b>\$2,898.32</b>                       | <b>\$10,601.69</b>             |
| <b>B. Training</b>   |  |   |                                |
| B.1. Title IV-E Training (75%)   | \$0.00   | \$0.00                                  | \$0.00                         |
| <b>Total Training</b>  | <b>\$0.00</b>                                    | <b>\$0.00</b>                           | <b>\$0.00</b>                  |
| <b>C. Supplemental Foster Care Maintenance (SFCM)</b>  |  |   |                                |
| <b>Total SFCM</b>  | <b>\$172,500.00</b>                              | <b>\$98,549.25</b>                      | <b>\$73,950.75</b>             |
| <b>D. Indirect Costs (if applicable)</b>   |  |   |                                |
| Indirect Cost Base   | \$0.00   | \$0.00                                  | \$0.00                         |
| <b>Grand Total</b>   | <b>\$186,000.00</b>                              | <b>\$101,447.57</b>                     | <b>\$84,552.44</b>             |
| <b>*Estimated Federal Reimbursement for expenses based on Eligible Population Rate (EPR) during 3rd quarter of the preceding fiscal year:</b>  |  |   | 42.938%                        |
| Actual reimbursement will be based on EPR in effect for the county during the month in which expenses were incurred.   |  |   |                                |
| <b>* Estimated Federal Reimbursement for Supplemental Foster Care Maintenance expenses based on Federal Medicaid Assistance Percentage (FMAP) rate in effect during preceding fiscal year:</b> |  |   | 57.13%                         |
| Actual reimbursement will be based on FMAP rate in effect at the time reimbursement is made to contractor.   |  |   |                                |
| <b>Indirect Cost Rate, if applicable (attach a copy of the approved Certificate of Indirect Costs):</b>  |  |   | 0.000%                         |
| <b><u>Contractor Certification</u></b>   |  |   |                                |
| <b>Signature</b>   | <b>Date</b>                                      |   |                                |
| Jeff R. Branick, County Judge  |  |   |                                |
| <b>Printed Name &amp; Title</b>  |  |   |                                |

Texas Dept. of Family  
and Protective Services

**Budget for Title IV-E  
County Child Welfare Services Contract**

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| <b>Administration</b>                           |                                     |  |                                     |
|---|-------------------------------------|--|-------------------------------------|
| <b>A.1. Direct Materials and Supplies</b>       |                                     |  |                                     |
| <b>County:</b>                                  | <b>Jefferson</b>                    |  |                                     |
| <b>Contract Number:</b>                         | <b>23939002</b>                     |  |                                     |
| <b>Budget Effective Date:</b>                   | <b>10/1/2015-9/30/2016</b>          |  |                                     |
| <b>Materials and Supplies<br/>(description)</b> | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated EPR<br/>x 50% FFP)</b> | <b>Anticipated County<br/>Match</b> |
| Recruitment materials and supplies              | \$1,000.00                          | \$214.69   | \$785.31                            |
| Overhead expenses                               | \$3,000.00                          | \$644.07   | \$2,355.93                          |
| General office supplies                         | \$2,000.00                          | \$429.38   | \$1,570.62                          |
|   |                                     | \$0.00   | \$0.00                              |
|   |                                     | \$0.00   | \$0.00                              |
|   |                                     | \$0.00   | \$0.00                              |
| <b>Total Direct Materials and Supplies</b>      | <b>\$6,000.00</b>                   | <b>\$1,288.14</b>  | <b>\$4,711.86</b>                   |

\* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.  
[http://www.dfps.state.tx.us/handbooks/Title\\_IV-E\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IV-E_County/default.jsp)

Texas Dept. of Family  
and Protective Services

**Budget for Title IV-E  
County Child Welfare Services Contract**

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August 2014

| <b>Administration</b>                |                                     |  |                                     |
|--------------------------------------|-------------------------------------|--|-------------------------------------|
| <b>A.2. Direct Other Costs</b>       |                                     |  |                                     |
| <b>Other Costs<br/>(description)</b> | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated EPR<br/>x 50% FFP)</b> | <b>Anticipated County<br/>Match</b> |
| Storage room rental                  | \$2,000.00                          | \$429.38   | \$1,570.62                          |
| Citations                            | \$1,000.00                          | \$214.69   | \$785.31                            |
| Birth certificates                   | \$2,000.00                          | \$429.38   | \$1,570.62                          |
| Resource books and publications      | \$2,000.00                          | \$429.38   | \$1,570.62                          |
| Film                                 | \$500.00                            | \$107.35   | \$392.66                            |
| <b>Total Direct Other Costs</b>      | <b>\$7,500.00</b>                   | <b>\$1,610.18</b>  | <b>\$5,889.83</b>                   |

\* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.  
[http://www.dfps.state.tx.us/handbooks/Title\\_IV-E\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IV-E_County/default.jsp)

## B. Training

### B.1. Title IV-E Training (75%)

County: Jefferson  
Contract Number: 23939002

**Budget Effective Date:** 10/1/2015-9/30/2016

Note: Please refer to Title IVE Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_Contract/default.aspx](http://www.dfps.state.tx.us/handbooks/Title_IVE_Contract/default.aspx)

**Budget for Title IV-E  
County Child Welfare Services Contract**

**C. Supplemental Foster Care Maintenance (SFCM)**

| <b>County:</b> <u>Jefferson</u>         |                                     |   |                                     |
|---|-------------------------------------|---|-------------------------------------|
| <b>Contract Number:</b> <u>23939002</u> |                                     |   |                                     |
| <b>Budget Effective Date:</b>           | <u>10/1/2015-9/30/2016</u>          |   |                                     |
| <b>Other Costs<br/>(description)</b>    | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated FMAP)</b> | <b>Anticipated County<br/>Match</b> |
| Allowances                              | \$10,000.00                         | \$5,713.00  | \$4,287.00                          |
| Clothing                                | \$120,000.00                        | \$68,556.00   | \$51,444.00                         |
| Gifts                                   | \$30,000.00                         | \$17,139.00   | \$12,861.00                         |
| Graduation Expenses                     | \$2,500.00                          | \$1,428.25  | \$1,071.75                          |
| Personal Items                          | \$7,000.00                          | \$3,999.10  | \$3,000.90                          |
| School Supplies                         | \$2,000.00                          | \$1,142.60  | \$857.40                            |
| Reasonable Child Specific Travel        | \$1,000.00                          | \$571.30  | \$428.70                            |
| <b>Total Direct Other Costs</b>         | <b>\$172,500.00</b>                 | <b>\$98,549.25</b>  | <b>\$73,950.75</b>                  |

\* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.  
[http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp)

**Budget for Title IV-E  
County Child Welfare Services Contract**

**Budget Narrative**

|                               |                            |
|-------------------------------|----------------------------|
| <b>County:</b>                | <b>Jefferson</b>           |
| <b>Contract Number:</b>       | <b>23939002</b>            |
| <b>Budget Effective Date:</b> | <b>10/1/2015-9/30/2016</b> |

***A. Administration***

**A.1. Direct Materials and Supplies**

Includes supplies for recruitment of foster home; public/community awareness expenses related to recruitment of foster homes; office supplies for record keeping and DFPS files; and overhead expenses including, but not limited to, stationery, postage, and banking expenses.

**A.2. Direct Other Costs**

Includes citation by publication, costs of documentation to establish identity; resource books and publications for DFPS eligibility and guidelines; film for documentation and records of DFPS cases; and storage room rental to store supplies for Title IV-E events and children.

***B. Training***

**B.1. Title IV-E Training (75%)**

None anticipated at this time.

**C. Supplemental Foster Care Maintenance (SFCM)**

Includes allowances, clothing, gifts, graduation expenses, personal items, school supplies, and reasonable travel provided for the child to visit parents, siblings, relatives, or other caretakers at home or other appropriate location.

**D. Indirect Costs (if applicable)**

None anticipated at this time.



## TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

### COMMISSIONER

John J. Specia, Jr.

September 3, 2015

The Honorable Jeff R. Branick  
 Jefferson County  
 1149 Pearl Street  
 Beaumont, Texas 77701

**Subject: FFY 2016 – Title IV-E County Child Welfare Services Annual Review  
 Contract Number 23939002**

Dear Judge Branick:

Texas Department of Family and Protective Services (DFPS) must comply with federal regulations by conducting an annual review of your Title IV-E contract, which includes the following contract actions.

- Identifying the budget to be used for the new contract period.
- Ensuring documentation of the most current signature designation authority as documented on Form 2031, Signature Authority Designation.
- Obtaining a current Form 4734 Federal Funding Accountability and Transparency Act (FFATA) Certification.

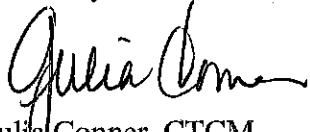
Attached are the documents required to be maintained.

- Budget Form 2030CWIVE
  - Please sign, date and return the Budget Form.
- Federal Funding Accountability and Transparency Act (FFATA) Certification Form 4734
  - Complete and return Form 4734.
- Signature Authority Designation, Form 2031
  - Complete and return; please ensure that each authorized person signs the form.

Return the completed Form 2030CWIVE, Form 4734, and Form 2031 (if any changes) to me by email at [julia.conner@dfps.state.tx.us](mailto:julia.conner@dfps.state.tx.us) or by fax at 512-276-3080. Keep the originals for your contract record.

If you have any questions regarding the proper completion of the enclosed documents, please contact me at 936-569-5335 or via email at the address above.

Sincerely,



Julia Conner, CTCM  
Contract Manager

Enclosure(s): Budget for Title IV-E County Child Welfare Services (Form 2030CWIVE),  
Signature Authority Designation (Form 2031), Federal Funding Accountability and  
Transparency Act (FFATA) Certifications, (Form 4734)

Texas Dept. of Family  
and Protective Services

**Budget for Title IV-E  
County Legal Services Contract**

K909-Form 2030CLIVE  
August 2014

| <b>Summary</b>  |   |   |                                       |  |
|---|---|---|---------------------------------------|--|
| <b>County:</b> Jefferson  |   |   |                                       |  |
| <b>Contract Number:</b> 23939003  |   |   |                                       |  |
| <b>Budget Effective Date:</b> 10/1/2015-9/30/2016   |   |   |                                       |  |
| <b>Cost Category</b>  | <b>Estimated Total Expenses Allocable to Title IV-E</b> | <b>Total Anticipated Federal Reimbursement*</b> | <b>Total Anticipated County Match</b> |  |
| <b>A. Administration</b>  |   |   |                                       |  |
| A.1. Direct Personnel Salaries  | \$228,272.94  | \$49,007.92                                     | \$179,265.02                          |  |
| A.2. Direct Personnel Fringe Benefits   | \$94,363.32   | \$20,258.86                                     | \$74,104.46                           |  |
| A.3. Direct Personnel Travel  | \$0.00  | \$0.00  | \$0.00                                |  |
| A.4. Direct Materials and Supplies  | \$1,840.00  | \$395.03  | \$1,444.97                            |  |
| A.5. Direct Equipment   | \$3,200.00  | \$687.01  | \$2,512.99                            |  |
| A.6. Direct Other Costs   | \$24,400.00   | \$5,238.44                                      | \$19,161.56                           |  |
| <b>Total Administration</b>   | <b>\$352,076.26</b>                                     | <b>\$75,587.25</b>                              | <b>\$276,489.01</b>                   |  |
| <b>B. Training</b>  |   |   |                                       |  |
| B.1. Title IV-E Training (75%)  | \$24,250.00   | \$7,809.35                                      | \$16,440.65                           |  |
| B.2. Title IV-E Fostering Connections Training (65%)  | \$0.00  | \$0.00  | \$0.00                                |  |
| B.3. Non-Title IV-E Training (50%)  | \$0.00  | \$0.00  | \$0.00                                |  |
| <b>Total Training</b>   | <b>\$24,250.00</b>                                      | <b>\$7,809.35</b>                               | <b>\$16,440.65</b>                    |  |
| <b>C. Indirect Costs (if applicable)</b>  |   |   |                                       |  |
| <b>Total Indirect Costs</b>   | <b>\$0.00</b>   | <b>\$0.00</b>                                   | <b>\$0.00</b>                         |  |
| <b>Grand Total</b>  | <b>\$376,326.26</b>                                     | <b>\$83,396.60</b>                              | <b>\$292,929.66</b>                   |  |
| <br><b>*Estimated Federal Reimbursement for expenses based on Eligible Population Rate (EPR) during 3rd quarter of the preceding fiscal year:</b> 42.938% |   |   |                                       |  |
| Actual reimbursement will be based on EPR in effect for the county during the month in which expenses were incurred.                                      |   |   |                                       |  |
| Indirect Cost Rate, if applicable (attach a copy of the approved Certificate of Indirect Costs): 0.000%   |   |   |                                       |  |
| <b><u>Contractor Certification</u></b>  |   |   |                                       |  |
| <b>Signature</b>  |   | <b>Date</b>                                     |                                       |  |
| <i>Jeff R. Branick, County Judge</i>  |   |   |                                       |  |
| <b>Printed Name &amp; Title</b>   |   |   |                                       |  |

**Budget for Title IV-E  
County Legal Services Contract**

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| <b>Administration</b>                    |                            |   |  |   |  |
|--|----------------------------|---|--|---|--|
| <b>A.1. Direct Personnel Salaries</b>    |                            |   |  |   |  |
| <b>County:</b>                           | <b>Jefferson</b>           |   |  |   |  |
| <b>Contract Number:</b>                  | <b>23939003</b>            |   |  |   |  |
| <b>Budget Effective Date:</b>            | <b>10/1/2015-9/30/2016</b> |   |  |   |  |
| <b>Position or Title</b>                 | <b>A</b>                   | <b>B</b>                                      | <b>C</b>                                   | <b>D</b>  | <b>E</b>   |
|  |                            | <b>% of Time Spent<br/>on IV-E Activities</b> | <b>Number of<br/>Months of<br/>Service</b> | <b>Estimated Total<br/>Expense*<br/>(AxBxC)</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(Estimated EPR<br/>x 50% FFP)</b> |
| Chief Assistant District Attorney - King | \$9,560.23                 | 100%  | 12   | \$114,722.76                                    | \$24,629.83  |
| Assistant District Attorney - Nelson     | \$8,056.58                 | 10%   | 12   | \$9,667.90                                      | \$2,075.60   |
| Assistant District Attorney - Davis      | \$5,517.94                 | 50%   | 12   | \$33,107.64                                     | \$7,107.88   |
| Senior Secretary - Jones                 | \$3,676.18                 | 10%   | 12   | \$4,111.42                                      | \$947.09   |
| Senior Secretary - Funchess              | \$3,643.68                 | 100%  | 12   | \$43,724.16                                     | \$9,387.14   |
| Senior Secretary - McGill                | \$3,146.84                 | 50%   | 12   | \$18,881.04                                     | \$4,053.57   |
| Senior Secretary - Albanese              | \$3,131.69                 | 10%   | 12   | \$3,758.03                                      | \$806.81   |
| <b>Total Direct Personnel Salaries</b>   |                            |   |  | \$228,272.94                                    | \$49,007.92  |
|  |                            |   |  |   | \$179,265.02   |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.  
[http://www.dfps.state.tx.us/handbooks/Title IV-E County/default.asp](http://www.dfps.state.tx.us/handbooks/Title%20IV-E%20County/default.asp)

Texas Dept. of Family  
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**Budget for Title IV-E  
County Legal Services Contract**

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| <b>Administration</b>                         |                                 |  |                                 |
|---|---------------------------------|--|---------------------------------|
| <b>A.2. Direct Personnel Fringe Benefits</b>  |                                 |  |                                 |
| <b>County:</b>                                |                                 | <b>Jefferson</b>   |                                 |
| <b>Contract Number:</b>                       |                                 | <b>23939003</b>  |                                 |
| <b>Budget Effective Date:</b>                 |                                 | <b>10/1/2015-9/30/2016</b>   |                                 |
| <b>Type of Fringe Benefits</b>                | <b>Estimated Total Expense*</b> | <b>Anticipated Federal Reimbursement (estimated EPR x 50% FPP)</b> | <b>Anticipated County Match</b> |
| Retirement                                    | \$40,221.68                     | \$8,635.19   | \$31,586.49                     |
| FICA  | \$14,152.94                     | \$3,038.49   | \$11,114.45                     |
| Medicare                                      | \$3,309.98                      | \$710.62   | \$2,599.36                      |
| Health Insurance                              | \$35,600.21                     | \$7,643.01   | \$27,957.20                     |
| Life Insurance                                | \$404.98                        | \$86.95  | \$318.03                        |
| Dental Insurance                              | \$673.53                        | \$144.60   | \$528.93                        |
|   |                                 | \$0.00   | \$0.00                          |
|   |                                 | \$0.00   | \$0.00                          |
|   |                                 | \$0.00   | \$0.00                          |
|   |                                 | \$0.00   | \$0.00                          |
| <b>Total Direct Personnel Fringe Benefits</b> | <b>\$94,363.32</b>              | <b>\$20,258.86</b>   | <b>\$74,104.46</b>              |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp)

**Budget for Title IV-E  
County Legal Services Contract**

| <b>Administration</b>   |                                 |  |                                 |
|---|---------------------------------|--|---------------------------------|
| <b>A.3. Direct Personnel Travel</b>   |                                 |  |                                 |
| <b>County:</b>  |                                 | <b>Jefferson</b>   |                                 |
| <b>Contract Number:</b>   |                                 | 23939003   |                                 |
| <b>Budget Effective Date:</b>   |                                 | 10/1/2015-9/30/2016  |                                 |
| <b>Type of Travel Expense</b><br><small>Note: only include travel NOT related to personnel training</small> | <b>Estimated Total Expense*</b> | <b>Anticipated Federal Reimbursement (estimated EPR x 50% FFP)</b> | <b>Anticipated County Match</b> |
| None anticipated at this time.  | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
|   | \$0.00                          | \$0.00   | \$0.00                          |
| <b>Total Direct Personnel Travel</b>  | <b>\$0.00</b>                   | <b>\$0.00</b>  | <b>\$0.00</b>                   |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp)

Please refer to the DFPS Travel Policy for current mileage rates.

**Budget for Title IV-E  
County Legal Services Contract**

| <b>Administration</b>                                 |                                     |  |                                     |
|---|-------------------------------------|--|-------------------------------------|
| <b>A.4. Direct Materials and Supplies</b>             |                                     |  |                                     |
|   | <b>County:</b>                      | <b>Jefferson</b>   |                                     |
|   | <b>Contract Number:</b>             | <b>23939003</b>  |                                     |
|   | <b>Budget Effective Date:</b>       | <b>10/1/2015-9/30/2016</b>   |                                     |
| <b>Materials and Supplies<br/>(description)</b>       | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated EPR<br/>x 50% FFP)</b> | <b>Anticipated County<br/>Match</b> |
| White Mailing Envelopes                               | \$500.00                            | \$107.35   | \$392.66                            |
| Green 3" Pressboard Folders (90% IV-E Eligible)       | \$400.00                            | \$85.88  | \$314.12                            |
| Ink Toner Cartridges for Printers (90% IV-E Eligible) | \$750.00                            | \$161.02   | \$588.98                            |
| Sharpie Marks-A-Lot Pens                              | \$40.00                             | \$8.59   | \$31.41                             |
| Post-It-Tabs  | \$150.00                            | \$32.20  | \$117.80                            |
|   |                                     | \$0.00   | \$0.00                              |
| <b>Total Direct Materials and Supplies</b>            | <b>\$1,840.00</b>                   | <b>\$395.03</b>  | <b>\$1,444.97</b>                   |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp)

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**Budget for Title IV-E  
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| <b>Administration</b>                                    |   |                                     |  |                                     |
|--|---|-------------------------------------|--|-------------------------------------|
| <b>A.5. Direct Equipment</b>                             |   |                                     |  |                                     |
| <b>County:</b> <u>Jefferson</u>                          |   |                                     |  |                                     |
| <b>Contract Number:</b> <u>23939003</u>                  |   |                                     |  |                                     |
| <b>Budget Effective Date:</b> <u>10/1/2015-9/30/2016</u> |   |                                     |  |                                     |
| <b>Equipment<br/>(description)</b>                       | <b>Method Used<br/>(rent/lease/<br/>purchase)</b> | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated EPR<br/>x 50% FFP)</b> | <b>Anticipated County<br/>Match</b> |
| Computer Laser Jet Printer                               | Purchase  | \$800.00                            | \$171.75   | \$628.25                            |
| Computer Monitor   | Purchase  | \$400.00                            | \$85.88  | \$314.12                            |
| Computer & Accessories with<br>Software                  | Purchase  | \$2,000.00                          | \$429.38   | \$1,570.62                          |
|  |   |                                     | \$0.00   | \$0.00                              |
|  |   |                                     | \$0.00   | \$0.00                              |
|  |   |                                     | \$0.00   | \$0.00                              |
|  |   |                                     | \$0.00   | \$0.00                              |
| <b>Total Direct Equipment</b>                            |   | <b>\$3,200.00</b>                   | <b>\$687.01</b>  | <b>\$2,512.99</b>                   |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp)

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K909-Form 2030CLIVE  
August 2014

| <b>Administration</b>                |                                     |  |                                     |
|--------------------------------------|-------------------------------------|--|-------------------------------------|
| <b>A.6. Direct Other Costs</b>       |                                     |  |                                     |
| <b>County:</b>                       |                                     | <b>Jefferson</b>   |                                     |
| <b>Contract Number:</b>              |                                     | <b>23939003</b>  |                                     |
| <b>Budget Effective Date:</b>        |                                     | <b>10/1/2015-9/30/2016</b>   |                                     |
| <b>Other Costs<br/>(description)</b> | <b>Estimated<br/>Total Expense*</b> | <b>Anticipated Federal<br/>Reimbursement<br/>(estimated EPR<br/>x 50% FFP)</b> | <b>Anticipated County<br/>Match</b> |
| Postage Expenses                     | \$24,000.00                         | \$5,152.56   | \$18,847.44                         |
| Software Licenses                    | \$400.00                            | \$85.88  | \$314.12                            |
|                                      |                                     | \$0.00   | \$0.00                              |
|                                      |                                     | \$0.00   | \$0.00                              |
|                                      |                                     | \$0.00   | \$0.00                              |
| <b>Total Direct Other Costs</b>      | <b>\$24,400.00</b>                  | <b>\$5,238.44</b>  | <b>\$19,161.56</b>                  |

\*estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IV-E\\_County/default.jsp](http://www.dfps.state.tx.us/handbooks/Title_IV-E_County/default.jsp)

### **B. Training**

B.I.V. 11000-211000

**Contract Number:** 23939003 **County:** Orange County

\*estimated amount allocable to Title IV-E

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.asp](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.asp)

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**County:** Jefferson

Contract Number: 2393903

**Budget Effective Date:** 10/1/2015-9/30/2016

\*estimated amount allocable to Title IV-E

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.  
[http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_Countwidefault.jsp](http://www.dfps.state.tx.us/handbooks/Title_IVE_Countwidefault.jsp)

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### B13. Non-Title IV-E Training (50%)

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Contract Number: 23939003

**Budget Effective Date:** 10/1/2015-9/30/2016

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\*estimated amount allocable to Title IV-E

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. [http://www.dfps.state.tx.us/handbooks/Title\\_IVE\\_County/default.aspx](http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.aspx)

**Budget for Title IV-E  
County Legal Services Contract**

**Budget Narrative**

|  |                  |
|--|------------------|
| <b>County:</b>   | <b>Jefferson</b> |
| <b>Contract Number:</b>                                  | <b>23939003</b>  |
| <b>Budget Effective Date:</b> <b>10/1/2015-9/30/2016</b> |                  |

***A. Administration***

**A.1. Direct Personnel Salaries**

Chief Assistant District Attorney, Randi King: Ms. King is the chief prosecutor in the family law division. She represents the Texas Department of Family and protective services in cases filed in Jefferson County. Ms. King provides legal advice to the department prior to and throughout legal action, handles the filing of CPS lawsuits ranging from suits affecting parent child relationship to orders to cooperate, and handles court appearances, court preparation, discovery and trials in these cases. Other duties include attending various meetings on CPS related matters and assisting with training. She estimates that approximately 100% of her time is allocable to CPS/Title IV-E activities. She is a full-time salaried employee. She will certify CPS related time on a monthly basis.

Assistant District Attorney, John Nelson: Mr. Nelson represents the Texas Department of Family and protective services in cases filed in Jefferson County. Mr. Nelson provides legal advice to the department prior to and throughout legal action, handles the filing of CPS lawsuits ranging from suits affecting parent child relationship to orders to cooperate, and handles court appearances, court preparation, discovery and trials in these cases. Other duties include attending various meetings on CPS related matters and assisting with training. He estimates that approximately 10% of his time is allocable to CPS/Title IV-E activities. He is a full-time salaried employee and will certify CPS related time on a monthly basis.

Senior Secretary, Beth Jones: Ms. Jones provides clerical assistance to Randi King and Courtney Davis, including activities such as preparing paperwork for the filing of lawsuits, preparing orders, coordinating service of process, providing proper notice to parties, locating witnesses and records, and general paralegal services. She estimates that 10% of her time is allocable to CPS/Title IV-E activities. She is a full-time salaried employee and will certify CPS related time on a monthly basis.

Senior Secretary, Johanna Funchess: Ms. Funchess provides clerical assistance to Ms. King including activities such as preparing paperwork for the filing of lawsuits, preparing orders, coordinating service of process, providing proper notice to parties, locating witnesses and records, and general paralegal services. She estimates that 100% of her time is allocable to CPS/Title IV-E activities. She is a full-time salaried employee and will certify CPS related time on a monthly basis.

**Budget for Title IV-E  
County Legal Services Contract**

Senior Secretary, Chelsea McGill: Ms. McGill provides clerical assistance to Ms. King in addition to when Ms. Funchess including activities such as preparing paperwork for the filing of lawsuits, preparing orders, coordinating service of process, providing proper notice to parties, locating witnesses and records, and general paralegal services. She estimates that 50% of her time is allocable to CPS/Title IV-E activities. She is a full-time salaried employee and will certify CPS related time on a monthly basis.

Senior Secretary, Brittany Albanese: Ms. Albanese provides clerical assistance to Randi King and Courtney Davis, including activities such as preparing paperwork for the filing of lawsuits, preparing orders, coordinating service of process, providing proper notice to parties, locating witnesses and records, and general paralegal services. She estimates that 10% of her time is allocable to CPS/Title IV-E activities. She is a full-time salaried employee and will certify CPS related time on a monthly basis.

**A.2. Direct Personnel Fringe Benefits**

Fringe benefits consist of all non-salary items that are paid on behalf of employees by the county. Fringe costs are allocated to each employee in accordance with the percentage of time that each employee is allocated to Title IV-E allowable activities.

These benefits are paid at the rates adopted by the Commissioners' Court of the County and consist of:

- ◆ FICA at 6.20% of gross salary per month (all employees)
- ◆ Medicare at 1.45% of gross salary per month (all employees)
- ◆ Retirement at 17.62% of gross salary per month (all employees)
- ◆ Health insurance (per \*pay period):
  - o R. King, B. Jones, C. Davis – Family Coverage at \$562.63
  - o J. Funchess, J. Nelson, C. McGill, B. Albanese – Single Coverage at \$275.90
- ◆ Dental insurance at \$7.85 per person per \*pay period (all employees)
- ◆ Life insurance (varies according to age and gross salary) per \*pay period:
  - o B. Jones – estimated \$3.18
  - o J. Funchess – estimated \$3.18
  - o J. Nelson – estimated \$6.50
  - o C. Davis – estimated \$4.80
  - o R. King – estimated \$7.39
  - o C. McGill – estimated \$2.73
  - o B. Albanese – estimated \$2.73

If, in any event, staff work less than the estimated percentage of time, actual time worked will be billed to the Title IV-E contract. No other direct or indirect expenditures are contained in this budget.

**A.3. Direct Personnel Travel**

None anticipated at this time.

**Budget for Title IV-E  
County Legal Services Contract**

**A.4. Direct Materials and Supplies**

- ◆ Ink toner used for printing of CPS case documents and communications.
- ◆ Folders used to store and file documentation related to CPS cases.
- ◆ White envelopes used to send and receive documentation related to CPS cases.
- ◆ Sharpie Marks-a-Lot pens for case file paperwork and labeling case files.
- ◆ Post-It Tabs for separating documents in case files maintained.

**A.5. Direct Equipment**

- ◆ Monitor to replace obsolete equipment.
- ◆ Printer to replace obsolete equipment.
- ◆ Computer with Software and Accessories to replace obsolete equipment. Used to prepare documents and send communications regarding CPS cases.

**A.6. Direct Other Costs**

- ◆ Postage expenses for mailing Title IV-E related case materials and correspondence via United States Postal Service and/or overnight carriers. Estimated average of \$2,000 per month.
- ◆ Software licensing for computer software used to prepare legal documentation for CPS cases.
- ◆ Software licensing for computer anti-virus software used to protect all CPS computers.

***B. Training***

**B.1. Title IV-E Training (75%)**

Two employees to attend Crimes Against Children conference. Two employees to attend the Texas District and County Attorneys Association Conference (TDCAA) update. One employee to attend the Texas Advanced Family Law Conference. Conference workshops are related to Title IV-E activities and pre-approval is requested from Federal Funds prior to attendance. Travel reimbursement will be made at current rates approved by Commissioners' Court for travel, per diem, and actual cost for lodging, not to exceed current Texas Comptroller rate plus taxes.

**B.2. Title IV-E Fostering Connections Training (65%)**

None anticipated at this time.

**B.3. Non-Title IV-E Training (50%)**

None anticipated at this time.

***C. Indirect Costs (if applicable)***

None anticipated at this time.



## TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

### COMMISSIONER

John J. Specia, Jr.

September 3, 2015

The Honorable Jeff R. Branick  
 Jefferson County  
 1149 Pearl Street  
 Beaumont, Texas 77701

**Subject: FFY 2016 – Title IV-E County Legal Services Annual Review  
 Contract Number 23939003**

Dear Judge Branick:

Texas Department of Family and Protective Services (DFPS) must comply with federal regulations by conducting an annual review of your Title IV-E contract, which includes the following contract actions.

- Identifying the budget to be used for the new contract period.
- Ensuring documentation of the most current signature designation authority as documented on Form 2031, Signature Authority Designation.
- Obtaining a current Form 4734 Federal Funding Accountability and Transparency Act (FFATA) Certification.

Attached are the documents required to be maintained.

- Budget Form 2030CLIVE
  - Please sign, date and return the Budget Form.
- Federal Funding Accountability and Transparency Act (FFATA) Certification Form 4734
  - Complete and return Form 4734.
- Signature Authority Designation, Form 2031
  - Complete and return; please ensure that each authorized person signs the form.

Return the completed Form 2030CLIVE, Form 4734, and Form 2031 (if any changes) to me by email at [julia.conner@dfps.state.tx.us](mailto:julia.conner@dfps.state.tx.us) or by fax at 512-276-3080. Keep the originals for your contract record.

If you have any questions regarding the proper completion of the enclosed documents, please contact me at 936-569-5335 or via email at the address above.

Sincerely,



Julia Conner, CTCM  
Contract Manager

Enclosure(s): Budget for Title IV-E County Legal Services (Form 2030CLIVE), Signature Authority Designation (Form 2031), Federal Funding Accountability and Transparency Act (FFATA) Certifications, (Form 4734)

The Federal Funding Accountability and Transparency Act (FFATA) certifications enumerated below represent material facts upon which DFPS relies when reporting information to the federal government required under federal law. If the Department later determines that the Contractor knowingly rendered an erroneous certification, DFPS may pursue all available remedies in accordance with Texas and U.S. law. Signor further agrees that it will provide immediate written notice to DFPS if at any time Signor learns that any of the certifications provided for below were erroneous when submitted or have since become erroneous by reason of changed circumstances.

**If the Signer cannot certify all of the statements contained in this section, Signer must provide written notice to DFPS detailing which of the below statements it cannot certify and why.**

Grant Award Number: PAC 271

Catalog of Federal Domestic Assistance Number (CFDA): 93.658

Did your organization complete the System for Award Management (SAM) registration?

Yes       No

Catalog Federal Domestic Assistance (CFDA) Annual Grant Document Number: PAC 271

Enter Your Dun & Bradstreet (D&B) DUNS Number, and its parent if applicable: 010807535

Did your organization have a gross income, from all sources, of less than \$300,000 in your previous tax year?  Yes       No       N/A (if entity does not generate income)

If your answer is "Yes", skip questions "A", "B", and "C" and finish the certification.

If your answer is "No" or N/A, answer questions "A" and "B".

---

**A. Certification Regarding % of Annual Gross from Federal Awards.**

Did your organization receive 80% or more of its annual gross income from federal awards in the previous tax year?  Yes       No

**B. Certification Regarding Amount of Annual Gross from Federal Awards.**

Did your organization receive \$25 million or more in annual gross income from federal awards in the previous tax year?  Yes       No

If your answer is "Yes" to both question "A" and "B", you must answer question "C".

If your answer is "No" to either question "A" or "B", skip question "C" and finish the certification.

---

**C. Certification Regarding Public Access to Compensation Information.**

Does the public have access to information about the compensation [17 CFR 229.402(c)(2)] of the senior executives (e.g., officers, managing partners, or any other employees in management positions) in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?  Yes       No       N/A (if entity reports through some other means, state how: \_\_\_\_\_)

## FFATA Certifications

If your answer is "No" you must provide compensation information to DFPS for FFATA reporting. If N/A, you may still be required to supply compensation information pending DFPS or federal awarding agency approval.

| contractor entry columns |  |              |               |                      |                 |                      |  | contractor entry column |  |  |
|--------------------------|--|--------------|---------------|----------------------|-----------------|----------------------|--|-------------------------|--|--|
| B                        | C                                      | D            | E             | F                    | G               | H                    | I  | J                       |  |  |
| Contractor DUNS number   | Contractor DUNS+4 digits as applicable | Primary City | Primary State | 9 character zip code | Primary Country | DFPS Contract Number | Contractor Compensated Amount  | Contractor Legal Name   |  |  |
| 008517104                | 1234                                   | LongTree     | TX            | 087341234            | USA             | 529-11-0001-00001    | John Brown:50000;<br>Mary Rudd:50000;<br>Eric Landon:40000<br>0;<br>Todd Parker:300000<br>,Sally Thompson:300000 | Henderson Clinic        |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |
|                          |  |              |               |                      | USA             |                      |  |                         |  |  |

As the duly authorized representative (Signatory) of the Contractor named below, I hereby certify that the responses that I have provided to the questions in this certification form are true, complete and correct to the best of my knowledge.

|  |   |
|--|---|
| Jeff R. Branick<br>Printed Name of Authorized Representative | Signature of Authorized Representative                        |
| County Judge<br>Title of Authorized Representative           | Date  |
| Jefferson County<br>Legal Name of Contractor                 | 23939002 (Child Welfare), 23939003 (Legal)<br>Contract Number |

**All Contractors/Potential Contractors are required to fill out and submit this form.**

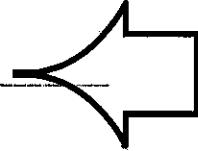
Completion of this form designates signature authority for Contractor: Jefferson County

The Contractor may: (1) designate additional signature authority by including the additional signature authority's name and title; or (2) verify that the signature below is the only signature authority designated for contracting with DFPS.

The Contractor understands that there is an ongoing duty to notify DFPS in writing of any change to signature authority during the term of the contract with DFPS. The Contractor verifies that the signature(s) below is a complete, true and correct representation of signature authority.

Jeff R. Branick  
Printed Name

Signature of Authorized Representative



County Judge  
Title of Authorized Representative

Date

Jefferson County  
Legal Name of Contractor/Potential Contractor

23939002 (Child Welfare), 23939003 (Legal)  
Contract or Procurement Number

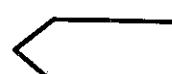
**The Designated Signature Authority as referenced above** has authorized the following person(s) listed below to also approve and sign on the contract functions as indicated. Please note that *both* the printed name and signature is required for each authorized individual.

|                  |                                 |   |          |           |
|------------------|---------------------------------|---|----------|-----------|
| Patrick Swain    | County Auditor                  | Internal Control<br>Structure<br>Questionnaire and Title<br>IV-E Billings | Function | Signature |
| Printed Name     | Title                           |   |          |           |
| Rebecca Reynolds | Accounting an Grants<br>Manager | Internal Control<br>Certification   | Function | Signature |
| Printed Name     | Title                           |   |          |           |
| Printed Name     | Title                           | Function  | Function | Signature |
| Printed Name     | Title                           | Function  | Function | Signature |
| Printed Name     | Title                           | Function  | Function | Signature |
| Printed Name     | Title                           | Function  | Function | Signature |
| Printed Name     | Title                           | Function  | Function | Signature |

I certify that the person(s) indicated above are designated as "Authorized Official(s)" for the purpose stated and that the signatures are valid. I further understand that it is my responsibility to immediately notify the DFPS in writing of any changes to the above list.

Jeff. R. Branick, County Judge  
Printed or Typed Name & Title of Contract Signatory

Signature



**All Contractors/Potential Contractors are required to fill out and submit this form.**

Completion of this form designates signature authority for Contractor: Jefferson County  
The Contractor may attach a document or letter designating signature authority, including the signature authority's name and title, or verify that the signature below is the only signature authority designated for contracting with DFPS.

Document attached (e.g., from the contractor's governing body)  
 Signature used below is the signature authority for the Contractor

The Contractor understands that there is an ongoing duty to notify DFPS in writing of any change to signature authority during the term of the contract with DFPS. The Contractor verifies that the attached document or signature below is a complete, true, and correct representation of signature authority.

---

Jeff R. Branick

Printed Name

---

County Judge

Title of Authorized Representative

---

Jefferson County

Legal Name of Contractor/Potential Contractor

---

Signature of Authorized Representative

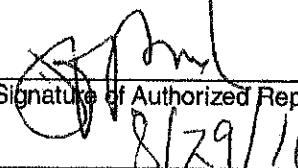
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Date

---

23939002

---

Contract or Procurement Number  
8/29/11

The Designated Signature Authority, as referenced above, must authorize in writing the delegation of signature authorities to any additional person(s) to approve and sign contract documents. The Contractor must use the supplied attachment(s) provided by DFPS to capture further delegation information. Both the printed name and signature is required for each authorized individual.

**DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES**  
**Additional Authorized Signature Designation**

Contractor's Name & Mailing Address:

Date: 8.29.11

Jefferson County

1149 Pearl Street

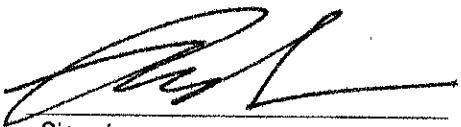
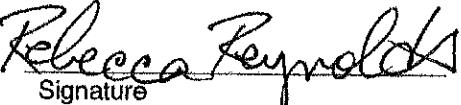
Beaumont, Texas 77701

Program Name & Contract Number:

Title IV-E Child Welfare Services, 23939002

**Designation of Contract Signatories**

The agency's contract signatory, as referenced on the Signature Authority Designation (form 2031), for the above listed program contract has authorized the following person(s) listed below to approve and sign on the contract functions as indicated. Please note that *both* the printed name and signature is required for each authorized individual.

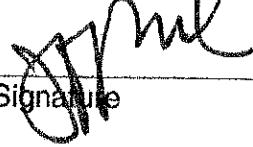
|                  |                                  |  |   |
|------------------|----------------------------------|--|---|
| Patrick Swain    | County Auditor                   | Internal Control<br>Structure Questionnaire<br>and Title IV-E Billings |   |
| Printed Name     | Title                            | Function   | Signature   |
| Rebecca Reynolds | Accounting and<br>Grants Manager | Internal Control<br>Certification                                      |  |
| Printed Name     | Title                            | Function   | Signature   |
| Printed Name     | Title                            | Function   | Signature   |
| Printed Name     | Title                            | Function   | Signature   |

**Certification of Designation**

I certify that the person(s) indicated above are designated as "Authorized Official(s)" for the purpose stated and that the signatures are valid. I further understand that it is my responsibility to immediately notify the Division of Regional CPS Contracts in writing of any changes to the above list.

Jeff R. Branick, County Judge

Printed or Typed Name & Title of Contract  
Signatory

  
Signature

**All Contractors/Potential Contractors are required to fill out and submit this form.**

Completion of this form designates signature authority for Contractor: Jefferson County  
The Contractor may attach a document or letter designating signature authority, including the signature authority's name and title, or verify that the signature below is the only signature authority designated for contracting with DFPS.

Document attached (e.g., from the contractor's governing body)  
 Signature used below is the signature authority for the Contractor

The Contractor understands that there is an ongoing duty to notify DFPS in writing of any change to signature authority during the term of the contract with DFPS. The Contractor verifies that the attached document or signature below is a complete, true, and correct representation of signature authority.

Jeff R. Branick

Printed Name

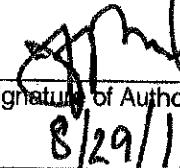
County Judge

Title of Authorized Representative

Jefferson County

Legal Name of Contractor/Potential Contractor

Signature of Authorized Representative



8/29/11

Date

23939003

Contract or Procurement Number

*legal*

The Designated Signature Authority, as referenced above, must authorize in writing the delegation of signature authorities to any additional person(s) to approve and sign contract documents. The Contractor must use the supplied attachment(s) provided by DFPS to capture further delegation information. Both the printed name and signature is required for each authorized individual.

**DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES**  
**Additional Authorized Signature Designation**

Contractor's Name & Mailing Address: \_\_\_\_\_ Date: 8.29.11

Jefferson County  
1149 Pearl Street  
Beaumont, Texas 77701

Program Name & Contract Number:  
Title IV-E Legal Services, 23939003

**Designation of Contract Signatories**

The agency's contract signatory, as referenced on the Signature Authority Designation (form 2031), for the above listed program contract has authorized the following person(s) listed below to approve and sign on the contract functions as indicated. Please note that *both* the printed name and signature is required for each authorized individual.

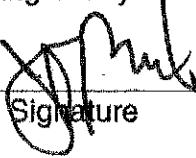
|                  |                                  |  |   |
|------------------|----------------------------------|--|---|
| Patrick Swain    | County Auditor                   | Internal Control<br>Structure Questionnaire<br>and Title IV-E Billings |   |
| Printed Name     | Title                            | Function   | Signature   |
| Rebecca Reynolds | Accounting and<br>Grants Manager | Internal Control<br>Certification                                      |  |
| Printed Name     | Title                            | Function   | Signature   |
| Printed Name     | Title                            | Function   | Signature   |
| Printed Name     | Title                            | Function   | Signature   |

**Certification of Designation**

I certify that the person(s) indicated above are designated as "Authorized Official(s)" for the purpose stated and that the signatures are valid. I further understand that it is my responsibility to immediately notify the Division of Regional CPS Contracts in writing of any changes to the above list.

Jeff R. Branick, County Judge

Printed or Typed Name & Title of Contract  
Signatory

  
Signature

**INTERLOCAL COOPERATION AGREEMENT  
BETWEEN JEFFERSON COUNTY AND  
PORT ARTHUR INDEPENDENT SCHOOL DISTRICT  
(PRECINCT 8 ASAP)**

**1. PARTIES**

1.1 The Parties to this Agreement are JEFFERSON COUNTY ("County"), a corporate and political body under the laws of the State of Texas, and the PORT ARTHUR INDEPENDENT SCHOOL DISTRICT ("District"), a Texas School district located in Jefferson County.

**2. PURPOSE**

2.1 The TEX. GOV'T CODE ANN. §791 et seq. (Vernon 1994 & Vernon Supp. 1998) authorizes contracts between counties and school districts for the performance of governmental functions and services. The District wants to have the Constable Precinct 8 ("Officer") of Jefferson County, Texas, authorize and direct nine (9) Deputies (hereinafter called "A.S.A.P. deputies), to devote one hundred percent (100%) of their, "working time" per week, to the Absent Student Assistance Project (A.S.A.P.) for the District.

2.2 The District pursuant to TEX. GOV'T CODE ANN, §791.001 et seq. (Vernon 1994 & Vernon Supp. 1998), is willing to pay to Jefferson County fair compensation in an amount equal to one hundred per cent (100%) of the cost to the County to supply the A.S.A.P. deputies, including salaries and any additional expenses the County may incur in providing the services, so as to enable the Officer to appoint deputies for such purpose.

**3. TERM OF THE AGREEMENT**

3.1 The term of this Agreement begins on October 1, 2015 and ends on September 30, 2016, unless terminated sooner in accordance with section 7 of this Agreement.

**4. COUNTY'S RIGHTS AND OBLIGATIONS**

4.1 County agrees to authorize the Officer to appoint the above-designated number of A.S.A.P. deputies desired by the District, effective at the beginning of the term mentioned in Paragraph 3 of this agreement, so as to enable (but not require) the Officer to appoint said A.S.A.P. deputies to devote one hundred per cent (100%) of their working time to the A.S.A.P. The time that the A.S.A.P. deputies are on duty for the District, the time the A.S.A.P. deputies are in court in connection with cases arising out of events occurring under the A.S.A.P., the time the A.S.A.P. deputies spend preparing reports and documents pertaining to events occurring under the A.S.A.P., the time the A.S.A.P. deputies spend in making preparations to provide law enforcement for the District, the time the A.S.A.P. deputies spend transporting persons arrested in the District to jail or to the juvenile detention facilities, the time the A.S.A.P. deputies spend investigating crimes or possible crimes committed in the District, and one hundred per cent (100%) of the time the A.S.A.P. deputies are on vacation, one hundred per cent (100%) of the time the A.S.A.P. deputies are on sick leave, and one hundred per cent (100%) of the time the A.S.A.P. deputies receive worker's compensation benefits, if any, or any other paid leave, shall be deemed working time devoted to the District. The items listed above are explanatory and the meaning of "working time devoted to the District and under the A.S.A.P." is not limited to said list.

4.2 District expressly understands and agrees that the A.S.A.P. deputies (if such A.S.A.P. deputies are appointed by the Officer) shall be subject to the control and supervision of the Officer to the same extent as other deputies, and that such A.S.A.P. deputies shall have no duty or obligation to the District or the students, faculty, personnel, or other agents of the District other than those duties and obligations which the Officer's deputies have to the public generally.

4.3 It is also expressly understood and agreed that employment of the A.S.A.P. deputies (if such A.S.A.P. deputies are appointed by the Officer) will cease on the date this contract is terminated.

4.4 The County shall maintain payroll records for the ASAP officers, as a routine course of business. The County shall provide payroll records in electronic form to the District with each invoice forwarded to district for payment.

4.5 The County will provide notice to the school district of any expenses incurred over the annual budgeted amount.

## 5. DISTRICT'S PAYMENT OBLIGATIONS

5.1 For the services provided, the District agrees to pay the County based on the compensation terms of the Articles of Agreement between Jefferson County, Texas and The Jefferson County Deputy Constables Association. The District will pay one hundred per cent (100%) of the cost to the County for supplying the law enforcement services, including salaries, benefits, deferred liabilities, insurance, which also includes workers compensation costs, and any additional expenses the County may incur in providing the services of the A.S.A.P. deputies for the term of agreement.

5.2 In addition, the district also agrees to compensate County for hours worked in excess of 40, per deputy, per week at the rate of time and one half the officer's regular rate of pay.

5.3 District agrees to reimburse County for all supplies and equipment utilized by A.S.A.P. deputies.

5.4 District expressly understands and agrees that if payment is not received within thirty (30) days of the date due, this Agreement may be terminated by County without further notice. Further, failure of County to make demand for payment due shall not be a waiver of District's obligation to make timely payments.

5.5 District agrees to restrict as part of the district's fund balance the amount necessary to fund the deferred liabilities for sick leave, vacation accrual, compensatory time, and other post-employment benefits related to the A.S.A.P. deputies. This amount will be estimated by the County Auditor's office on an annual basis.

5.6. District agrees to reimburse the County for the purchase of liability automobile insurance to cover expenses and costs associated with the vehicles utilized by the A.S.A.P. officers. The District will be named as an additional insured. The District shall pay any deductible required in addition to damages incurred up to tort limits for accidents occurring while A.S.A.P. deputies are performing duties for PAISD.

## 6. COUNTY'S PREROGATIVE TO APPOINT DEPUTIES

6.1 District further understands and agrees that this Agreement is not intended (nor shall it be construed) to obligate the Officer in any manner whatsoever to assign the A.S.A.P. deputies to devote any portion of their working time to the District, and that County shall have no liability whatsoever to the District other than to refund the money paid by the District to County Pursuant to this Agreement, if the Officer does not assign the A. S. A. P. deputies to devote one hundred per cent (100%) of their working time to the A.S.A.P. Any and all questions as to whether or not the deputies devoted one hundred per cent (100%) of their working time to an area, if a refund is due, and the amount of the refund shall be determined by the Jefferson County Auditor and his determination shall be final and conclusive.

6.2 The District shall participate in an annual evaluation of ASAP officers to assess whether each officer has performed satisfactory services for the District.

6.3 If an ASAP officer is no longer agreeable to District because of performance or other employment related concerns on the part of District officials, then the Superintendent of District shall notify the Constable and give the Constable in writing the specific reason(s) for the concerns. The Constable will timely counsel with and attempt to have those issues properly addressed within seven days. If the ASAP officer's performance and other employment related concerns are not corrected to the satisfaction of District, Superintendent and Constable will meet to discuss and attempt to reach a consensus on the matter.

6.4 In the event any ASAP officer is terminated, the District shall be notified in writing, immediately. The County shall defend against payment of any unemployment benefits to any ASAP officers terminated for cause or who voluntary terminates his or her employment with the County.

## 7. TERMINATION AND DEFAULT

7.1 It is expressly understood and agreed that the period or term of this Agreement may be terminated without cause at any time by either party by giving to the other party at least thirty (30) days advance written notice of its intention to do so, specifying therein the effective date of such termination.

7.2 It is further expressly understood and agreed that the period or term of this Agreement may be terminated by County with or without notice at any time after District has defaulted in the payment of any obligation hereunder. It is understood and agreed if District shall at any time be in default hereunder, District shall be liable for expenses incurred by County as a result of such default, including, but not limited to attorney's fees and costs. Further, District shall be liable for interest at the rate of one percent (1%) for each month on all past due amount. The amount of expenses incurred and interest accrued, if any, shall be deemed to be in addition to any monies due for services rendered hereunder.

7.3 In the event a dispute arises between the County and District concerning any portion of payment due, the District agrees that only payment of the disputed amount may be retained by the District. The parties' further agree that they will put forth their best efforts toward successfully resolving any disputed amount in a timely and expeditious manner.

## 8. NOTICE

8.1 Any notice permitted or required to be given to Jefferson County hereunder may be given by registered or certified United States Mail, postage prepaid, return receipt requested, addressed to:

Jefferson County Commissioners Court  
1149 Pearl Street  
Beaumont, Texas 77701

Attention: Commissioners Court Clerk

Any notice permitted or required to be given hereunder to the District hereunder may be given by registered or certified United States Mail, postage prepaid, return receipt requested, addressed to:

Port Arthur I.S.D.  
4801 9<sup>th</sup> Avenue  
Port Arthur, Texas 77642

Such notice shall be deemed given and complete upon deposit of the notice in the United States Mail as aforesaid.

## 9. MISCELLANEOUS

9.1 The terms and provisions of this agreement constitute the entire agreement between the County and the District, and no modification of this agreement shall be effective unless in writing and executed by the authorized representative of both parties.

9.2 Upon request by the District, the County Auditor will conduct a payroll review of this Agreement and submit the results to the District within a reasonable time.

9.3 It is understood and agreed that the Office of Constable Eddie Collins is an independent contractor and neither it nor any employees agents, or assignees contracted by it, shall be deemed for any purposes to be employees or agents of the District. The Constable's Office assumes full responsibility for the actions of such personnel and volunteers while performing any services incident to this Agreement and shall remain solely responsible for their supervision, daily direction and control, payment of salary (including withholding of income taxes and social security), worker's compensation disability benefits, and like requirements and obligations.

9.4 To the extent that the Office of Constable Eddie Collins will come into possession of student records, incidental to this Agreement, the Constable's office agrees to comply with all requirements of the Family Educational Rights and Privacy Act. In the event that the District is required to furnish information or records of the Office of Constable Eddie Collins pertaining to this program pursuant to the Open Records Act, the Constable's Office shall furnish such information and records to the District and the District shall have the right to release such information and records.

9.5 Neither the Office of Constable Eddie Collins nor the Parties waive or relinquish any governmental immunities or defenses on behalf of themselves, their trustees, officers, employees, and agents as a result of its execution of the Agreement and performance of the functions or obligations described herein.

9.6 This Agreement is made in Texas and shall be construed, interpreted, and governed by the laws of such state. The parties consent to the jurisdiction and venue of the courts of Jefferson County, Texas, for any action under this Agreement.

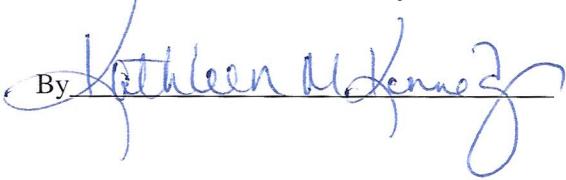
9.7 This Agreement is executed in three (3) copies, each of which shall have full force and effect of the original Agreement, and each of which shall constitute but one in the same instrument.

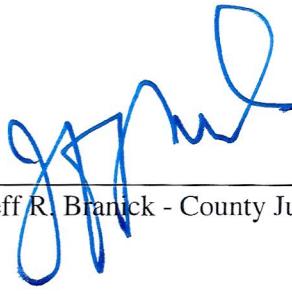
9.8 The Officer will provide District with a monthly report of all A.S.A.P. deputies' activities. The A.S.A.P. deputies will attend all scheduled meetings between District officials and Precinct 8. A.S.A.P. deputies will provide home visits to all students appearing on the absentee list. This Officer will make every effort to reach the desired attendance projections for all middle schools within the area of Precinct 8.

SIGNED in triplicate originals this 14<sup>th</sup> day of September 2015.

APPROVED AS TO FORM:

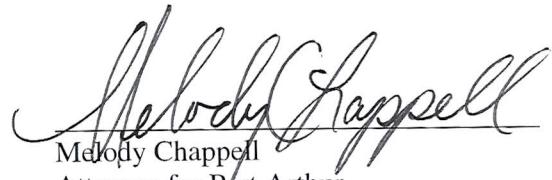
KATHLEEN M. KENNEDY JEFFERSON COUNTY  
First Assistant District Attorney

By 

By   
Jeff R. Branick - County Judge

PORT ARTHUR INDEPENDENT  
SCHOOL DISTRICTBy Thomas Kinlaw  
Thomas Kinlaw, Board President

APPROVED AS TO FORM:

Melody Chappell  
Attorney for Port Arthur  
Independent School District

APPROVED:

Dr. Mark Porterie  
Superintendent of Schools

NAME

AMOUNT

CHECK NO.

TOTAL

## JURY FUND

|                                     |           |        |             |
|-------------------------------------|-----------|--------|-------------|
| TRI-CITY COFFEE SERVICE             | 415.45    | 411826 | 415.45**    |
| ROAD & BRIDGE PCT.#1                |           |        |             |
| CARQUEST AUTO PARTS # 96            | 263.02    | 411757 |             |
| ENTERGY                             | 791.48    | 411782 |             |
| M&D SUPPLY                          | 173.18    | 411795 |             |
| STAR GRAPHICS SHARP                 | 30.12     | 411820 |             |
| MARTIN MARIEETA MATERIALS           | 443.30    | 411949 |             |
| ROAD & BRIDGE PCT.#2                |           |        | 1,701.10**  |
| SUPERIOR TIRE & SERVICE             | 8.94      | 411743 |             |
| CITY OF NEDERLAND                   | 93.90     | 411761 |             |
| GULF COAST AUTOMOTIVE, INC.         | 19.48     | 411780 |             |
| ENTERGY                             | 919.04    | 411782 |             |
| MUNRO'S                             | 18.45     | 411798 |             |
| STAR GRAPHICS SHARP                 | 42.71     | 411820 |             |
| MOE'S TOOL SERVICE                  | 37.50     | 411850 |             |
| BUMPER TO BUMPER                    | 336.61    | 411865 |             |
| NEW WAVE WELDING TECHNOLOGY         | 166.85    | 411891 |             |
| ACT PIPE AND SUPPLY                 | 4,462.73  | 411895 |             |
| CLEAN COAST TECHNOLOGIES INC        | 381.45    | 411934 |             |
| GCR TIRES & SERVICE                 | 10,285.98 | 411935 |             |
| ROAD & BRIDGE PCT. # 3              |           |        | 16,773.64** |
| AUDILET TRACTOR SALES               | 239.30    | 411746 |             |
| BEAUMONT FRAME & FRONT END          | 214.80    | 411750 |             |
| FARM & HOME SUPPLY                  | 22.79     | 411774 |             |
| MUNRO'S                             | 34.13     | 411798 |             |
| OIL CITY TRACTORS, INC.             | 25.11     | 411801 |             |
| STAR GRAPHICS SHARP                 | 63.56     | 411820 |             |
| WALMART COMMUNITY BRC               | 45.96     | 411843 |             |
| LOWE'S HOME CENTERS, INC.           | 119.48    | 411851 |             |
| WINDSTREAM                          | 47.16     | 411875 |             |
| BILL WILLIAMS                       | 200.00    | 411880 |             |
| ON TIME TIRE                        | 477.44    | 411913 |             |
| ASCO                                | 668.99    | 411920 |             |
| ROAD & BRIDGE PCT.#4                |           |        | 2,158.72**  |
| ABLE FASTENER, INC.                 | 25.90     | 411736 |             |
| APAC, INC. - TROTTI & THOMSON       | 579.36    | 411745 |             |
| ENTERGY                             | 11.38     | 411782 |             |
| CASH ADVANCE ACCOUNT                | 907.85    | 411791 |             |
| M&D SUPPLY                          | 112.08    | 411795 |             |
| MUNRO'S                             | 64.02     | 411798 |             |
| SANITARY SUPPLY, INC.               | 569.79    | 411810 |             |
| TRI-CON, INC.                       | 3,055.41  | 411825 |             |
| PATHMARK TRAFFICE PRODUCTS OF TEXAS | 1,181.74  | 411856 |             |
| TAYLOR CAREER CENTER                | 432.00    | 411876 |             |
| GHX INDUSTRIAL LLC                  | 198.52    | 411886 |             |
| NATALIE ROBERTS                     | 13.48     | 411889 |             |
| ASCO                                | 763.96    | 411920 |             |
| GCR TIRES & SERVICE                 | 1,519.60  | 411935 |             |
| ENGINEERING FUND                    |           |        | 9,435.09**  |
| STAR GRAPHICS SHARP                 | 43.25     | 411820 |             |
| TRI-CITY COFFEE SERVICE             | 154.10    | 411826 |             |
| UNITED STATES POSTAL SERVICE        | 42        | 411845 |             |
| BRADLEY STAFFORD                    | 140.16    | 411916 |             |
| PARKS & RECREATION                  |           |        | 337.93**    |
| CITY OF PORT ARTHUR - WATER DEPT.   | 107.13    | 411760 |             |
| ENTERGY                             | 1,709.59  | 411782 |             |
| AT&T                                | 29.01     | 411816 |             |
| GENERAL FUND                        |           |        | 1,845.73**  |
| TAX OFFICE                          |           |        |             |

| NAME                              | AMOUNT     | CHECK NO. | TOTAL       |
|-----------------------------------|------------|-----------|-------------|
| ACE IMAGEWEAR                     | 21.01      | 411812    |             |
| SOUTHEAST TEXAS WATER             | 281.95     | 411814    |             |
| STAR GRAPHICS SHARP               | 208.10     | 411820    |             |
| TERRY WUENSCHEL                   | 730.05     | 411835    |             |
| UNITED STATES POSTAL SERVICE      | 742.51     | 411845    |             |
| UNITED STATES POSTAL SERVICE      | 9.04       | 411846    |             |
| CINDY SAVANT                      | 216.00     | 411860    |             |
| NEMO-Q                            | 780.00     | 411923    |             |
| ALLISON GETZ                      | 1,105.30   | 411943    |             |
| OPERATION ONE VOTE                | 60.00      | 411952    |             |
| COUNTY HUMAN RESOURCES            |            |           | 4,153.96*   |
| STAR GRAPHICS SHARP               | 43.25      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 2.43       | 411845    |             |
| AUDITOR'S OFFICE                  |            |           | 45.68*      |
| OFFICE DEPOT                      | 367.05     | 411800    |             |
| SOUTHEAST TEXAS WATER             | 59.90      | 411815    |             |
| STAR GRAPHICS SHARP               | 60.94      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 3.33       | 411845    |             |
| COUNTY CLERK                      |            |           | 491.22*     |
| UNITED STATES POSTAL SERVICE      | 298.94     | 411845    |             |
| UNITED STATES POSTAL SERVICE      | 47.43      | 411846    |             |
| COUNTY JUDGE                      |            |           | 346.37*     |
| REGINA BELL                       | 500.00     | 411739    |             |
| LAIRON DOWDEN, JR.                | 500.00     | 411770    |             |
| JAN GIROUARD & ASSOCIATES         | 600.00     | 411777    |             |
| STAR GRAPHICS SHARP               | 43.25      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 2.03       | 411845    |             |
| RISK MANAGEMENT                   |            |           | 1,645.28*   |
| STAR GRAPHICS SHARP               | 31.78      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 7.46       | 411845    |             |
| COUNTY TREASURER                  |            |           | 39.24*      |
| MANNINGS SCHOOL SUPPLY            | 42.80      | 411797    |             |
| STAR GRAPHICS SHARP               | 43.25      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 209.53     | 411845    |             |
| LEXISNEXIS- ACCURINT              | 120.00     | 411903    |             |
| PRINTING DEPARTMENT               |            |           | 415.58*     |
| OLMSTED-KIRK PAPER                | 803.67     | 411802    |             |
| STAR GRAPHICS COPIERS, INC.       | 874.59     | 411817    |             |
| STAR GRAPHICS SHARP               | 314.11     | 411820    |             |
| PURCHASING DEPARTMENT             |            |           | 1,992.37*   |
| STAR GRAPHICS SHARP               | 43.25      | 411820    |             |
| UNITED STATES POSTAL SERVICE      | 108.82     | 411845    |             |
| GENERAL SERVICES                  |            |           | 152.07*     |
| JEFFERSON CTY. APPRAISAL DISTRICT | 211,136.13 | 411790    |             |
| CASH ADVANCE ACCOUNT              | 160.00     | 411791    |             |
| TEXAS WILDLIFE DAMAGE MGMT FUND   | 2,700.00   | 411822    |             |
| INTERFACE EAP                     | 1,706.10   | 411833    |             |
| TOWER COMMUNICATIONS, INC.        | 2,435.00   | 411842    |             |
| WALMART COMMUNITY BRC             | 208.32     | 411843    |             |
| LEXISNEXIS- ACCURINT              | 258.50     | 411903    |             |
| DYNAMEX INC                       | 206.29     | 411927    |             |
| DATA PROCESSING                   |            |           | 218,810.34* |
| FED EX                            | 12.70      | 411775    |             |

| NAME   | AMOUNT   | CHECK NO.  | TOTAL      |
|--|--|--|------------|
| STAR GRAPHICS SHARP<br>LEXISNEXIS- ACCURINT  | 60.94<br>240.00  | 411820<br>411903   | 313.64*    |
| VOTERS REGISTRATION DEPT   |  |  |            |
| STAR GRAPHICS SHARP<br>WALMART COMMUNITY BRC<br>UNITED STATES POSTAL SERVICE<br>ALLISON GETZ   | 30.12<br>28.68<br>109.94<br>169.05   | 411820<br>411843<br>411845<br>411943   | 337.79*    |
| ELECTIONS DEPARTMENT   |  |  |            |
| STAR GRAPHICS SHARP<br>SIERRA SPRING WATER CO. - BT  | 30.12<br>27.37   | 411820<br>411847   | 57.49*     |
| DISTRICT ATTORNEY  |  |  |            |
| CASH ADVANCE ACCOUNT<br>STAR GRAPHICS SHARP<br>UNITED STATES POSTAL SERVICE<br>UNITED STATES POSTAL SERVICE<br>LEXISNEXIS- ACCURINT  | 110.20<br>261.30<br>259.56<br>2.11<br>480.00   | 411791<br>411820<br>411845<br>411846<br>411903   | 1,113.17*  |
| DISTRICT CLERK   |  |  |            |
| STAR GRAPHICS SHARP<br>UNITED STATES POSTAL SERVICE  | 51.52<br>243.38  | 411820<br>411845   | 294.90*    |
| CRIMINAL DISTRICT COURT  |  |  |            |
| DAVID W BARLOW<br>DOUGLAS M. BARLOW, ATTORNEY AT LAW<br>DONALD W. DUESLER & ASSOC.<br>TRAVIS EVANS<br>EDWARD B. GRIPON, M.D., P.A.<br>MARSHA NORMAND<br>STAR GRAPHICS SHARP<br>KEVIN S. LAINE<br>UNITED STATES POSTAL SERVICE<br>ALEX BILL III<br>C. HADEN CRIBBS JR., PC<br>STEVEN GREENE<br>MATUSKA LAW FIRM | 4,166.50<br>36,000.00<br>8,333.00<br>600.00<br>595.00<br>8,333.00<br>31.78<br>825.00<br>1.32<br>800.00<br>8,333.00<br>816.18<br>3,225.00 | 411748<br>411749<br>411771<br>411772<br>411779<br>411799<br>411820<br>411834<br>411845<br>411907<br>411911<br>411925<br>411931 | 72,059.78* |
| 58TH DISTRICT COURT  |  |  |            |
| STAR GRAPHICS SHARP<br>UNITED STATES POSTAL SERVICE  | 31.78<br>.42   | 411820<br>411845   | 32.20*     |
| 60TH DISTRICT COURT  |  |  |            |
| STAR GRAPHICS SHARP<br>UNITED STATES POSTAL SERVICE  | 30.12<br>6.74  | 411820<br>411845   | 36.86*     |
| 136TH DISTRICT COURT   |  |  |            |
| STAR GRAPHICS SHARP<br>UNITED STATES POSTAL SERVICE  | 30.12<br>16.45   | 411820<br>411845   | 46.57*     |
| 172ND DISTRICT COURT   |  |  |            |
| STAR GRAPHICS SHARP<br>BATCHELOR BUSINESS MACHINES   | 31.78<br>65.35   | 411820<br>411955   | 97.13*     |
| 252ND DISTRICT COURT   |  |  |            |
| DAVID W BARLOW<br>MIKE VAN ZANDT<br>KEVIN S. LAINE<br>UNITED STATES POSTAL SERVICE<br>LANGSTON ADAMS<br>SUMMER TANNER<br>LINDSEY SCOTT   | 4,166.50<br>8,333.00<br>900.00<br>134.90<br>800.00<br>150.00<br>2,000.00   | 411748<br>411827<br>411834<br>411845<br>411853<br>411878<br>411946   | 16,484.40* |
| 279TH DISTRICT COURT   |  |  |            |

| NAME                         | AMOUNT   | CHECK NO. | TOTAL     |
|------------------------------|----------|-----------|-----------|
| DAVID GROVE                  | 75.00    | 411741    |           |
| THOMAS J. BURBANK, P.C.      | 325.00   | 411755    |           |
| LINDA C. CANSLER             | 700.00   | 411756    |           |
| TERRENCE HOLMES              | 650.00   | 411787    |           |
| LANGSTON ADAMS               | 75.00    | 411853    |           |
| JOEL WEBB VAZQUEZ            | 325.00   | 411863    |           |
| TONYA CONNELL TOUPS          | 75.00    | 411884    |           |
| RONALD PLESSALA              | 1,050.00 | 411893    |           |
| C. HADEN CRIBBS JR., PC      | 650.00   | 411910    |           |
| WILLIAM FORD DISHMAN         | 225.00   | 411926    |           |
| MELANIE AIREY                | 225.00   | 411941    |           |
| 317TH DISTRICT COURT         |          |           | 4,375.00* |
| STAR GRAPHICS SHARP          | 31.78    | 411820    |           |
| UNITED STATES POSTAL SERVICE | .49      | 411845    |           |
| JUDY PAASCH                  | 2,278.33 | 411866    |           |
| JUSTICE COURT-PCT 1 PL 1     |          |           | 2,310.60* |
| STAR GRAPHICS SHARP          | 51.32    | 411820    |           |
| UNITED STATES POSTAL SERVICE | 114.16   | 411845    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE COURT-PCT 1 PL 2     |          |           | 285.48*   |
| CASH ADVANCE ACCOUNT         | 867.76   | 411791    |           |
| STAR GRAPHICS SHARP          | 30.12    | 411820    |           |
| UNITED STATES POSTAL SERVICE | 1.41     | 411845    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE COURT-PCT 2          |          |           | 1,019.29* |
| OFFICE DEPOT                 | 446.90   | 411800    |           |
| CLASSIC FORMS AND PRODUCTS   | 99.00    | 411857    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE COURT-PCT 4          |          |           | 665.90*   |
| STAR GRAPHICS SHARP          | 42.71    | 411820    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE COURT-PCT 6          |          |           | 162.71*   |
| STAR GRAPHICS SHARP          | 30.12    | 411820    |           |
| CDW COMPUTER CENTERS, INC.   | 417.09   | 411836    |           |
| UNITED STATES POSTAL SERVICE | 29.05    | 411845    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE COURT-PCT 7          |          |           | 596.26*   |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| JUSTICE OF PEACE PCT. 8      |          |           | 120.00*   |
| CASH ADVANCE ACCOUNT         | 480.13   | 411791    |           |
| UNITED STATES POSTAL SERVICE | 165.80   | 411846    |           |
| LEXISNEXIS- ACCURINT         | 120.00   | 411903    |           |
| THOMSON REUTERS-WEST         | 493.00   | 411921    |           |
| COUNTY COURT AT LAW NO.1     |          |           | 1,258.93* |
| STAR GRAPHICS SHARP          | 30.12    | 411820    |           |
| COUNTY COURT AT LAW NO. 2    |          |           | 30.12*    |
| TRAVIS EVANS                 | 250.00   | 411772    |           |
| UNITED STATES POSTAL SERVICE | 23.85    | 411845    |           |
| LEXISNEXIS- ACCURINT         | 60.00    | 411903    |           |
| AMY TOMLINSON                | 250.00   | 411953    |           |
| COUNTY COURT AT LAW NO. 3    |          |           | 583.85*   |

| NAME                                | AMOUNT    | CHECK NO. | TOTAL             |
|-------------------------------------|-----------|-----------|-------------------|
| GAYLYN COOPER                       | 1,500.00  | 411740    |                   |
| DAVID W BARLOW                      | 350.00    | 411747    |                   |
| TRAVIS EVANS                        | 300.00    | 411772    |                   |
| UNITED STATES POSTAL SERVICE        | 31.20     | 411845    |                   |
| LAURIE PEROZZO                      | 250.00    | 411901    |                   |
| LEXISNEXIS- ACCURINT                | 60.00     | 411903    |                   |
| C. HADEN CRIBBS JR., PC             | 300.00    | 411910    |                   |
| DANE DENNISON                       | 250.00    | 411933    |                   |
| <b>COURT MASTER</b>                 |           |           | <b>3,041.20*</b>  |
| JUDGE LARRY GIST                    | 626.98    | 411776    |                   |
| STAR GRAPHICS SHARP                 | 42.71     | 411820    |                   |
| JAMES W. MEHAFFY                    | 3,200.00  | 411831    |                   |
| UNITED STATES POSTAL SERVICE        | 9.88      | 411845    |                   |
| <b>MEDIATION CENTER</b>             |           |           | <b>3,879.57*</b>  |
| STAR GRAPHICS SHARP                 | 30.12     | 411820    |                   |
| UNITED STATES POSTAL SERVICE        | 3.33      | 411845    |                   |
| <b>COMMUNITY SUPERVISION</b>        |           |           | <b>33.45*</b>     |
| STAR GRAPHICS SHARP                 | 136.39    | 411820    |                   |
| <b>SHERIFF'S DEPARTMENT</b>         |           |           | <b>136.39*</b>    |
| ENTERGY                             | 1,112.77  | 411782    |                   |
| HERNANDEZ OFFICE SUPPLY, INC.       | 23.00     | 411786    |                   |
| KAY ELECTRONICS, INC.               | 151.50    | 411794    |                   |
| AT&T                                | 31.87     | 411816    |                   |
| STAR GRAPHICS SHARP                 | 279.27    | 411820    |                   |
| UNITED STATES POSTAL SERVICE        | 1,473.40  | 411845    |                   |
| FIVE STAR FEED                      | 66.00     | 411859    |                   |
| CODE BLUE                           | 6,000.00  | 411862    |                   |
| AMTEC LESS-LETHAL SYSTEMS INC       | 1,156.25  | 411938    |                   |
| TRANSUNION RISK AND ALTERNATIVE     | 476.00    | 411940    |                   |
| <b>CRIME LABORATORY</b>             |           |           | <b>10,770.06*</b> |
| OFFICE DEPOT                        | 32.55     | 411800    |                   |
| STACEY KOCOT SHETTLE                | 90.00     | 411813    |                   |
| STAR GRAPHICS SHARP                 | 42.71     | 411820    |                   |
| AIRGAS SOUTHWEST                    | 223.96    | 411890    |                   |
| LIPOMED                             | 94.00     | 411905    |                   |
| RDB SERVICES                        | 500.00    | 411909    |                   |
| <b>JAIL - NO. 2</b>                 |           |           | <b>983.22*</b>    |
| CITY OF BEAUMONT - WATER DEPT.      | 8.00      | 411758    |                   |
| CITY OF BEAUMONT - WATER DEPT.      | 21.00     | 411759    |                   |
| STAR GRAPHICS SHARP                 | 522.75    | 411820    |                   |
| TEXAS GAS SERVICE                   | 442.66    | 411854    |                   |
| PCM-G                               | 17,520.00 | 411897    |                   |
| WORLD FUEL SERVICES                 | 690.90    | 411902    |                   |
| CONSTELLATION NEWENERGY - GAS DIVIS | 2,552.43  | 411919    |                   |
| <b>JUVENILE PROBATION DEPT.</b>     |           |           | <b>21,757.74*</b> |
| BECKER PRINTING COMPANY, INC.       | 3,474.21  | 411752    |                   |
| EDWARD B. GRIPON, M.D., P.A.        | 450.00    | 411779    |                   |
| ELAINE MADOLE                       | 122.47    | 411796    |                   |
| STAR GRAPHICS SHARP                 | 91.06     | 411820    |                   |
| UNITED STATES POSTAL SERVICE        | 11.90     | 411845    |                   |
| SHANNA CITIZEN                      | 105.23    | 411852    |                   |
| NISHA AMIN                          | 1,511.00  | 411887    |                   |
| DURWARD MINOR                       | 175.38    | 411924    |                   |
| ROXANA MITCHELL                     | 293.25    | 411948    |                   |
| CLINEECIA TROTTER                   | 135.70    | 411950    |                   |
| KAREN RIGGS                         | 38.53     | 411954    |                   |
| <b>JUVENILE DETENTION HOME</b>      |           |           | <b>6,408.73*</b>  |

| NAME                            | AMOUNT    | CHECK NO. | TOTAL      |
|---------------------------------|-----------|-----------|------------|
| OVERHEAD DOOR CO.               | 338.00    | 411803    |            |
| AT&T                            | 685.42    | 411816    |            |
| TJJD                            | 300.00    | 411912    |            |
| CONSTABLE PCT 1                 |           |           | 1,323.42*  |
| CASH ADVANCE ACCOUNT            | 953.33    | 411791    |            |
| UNITED STATES POSTAL SERVICE    | 37.21     | 411845    |            |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| TELETRAC                        | 142.50    | 411939    |            |
| CONSTABLE-PCT 2                 |           |           | 968.04*    |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| CONSTABLE-PCT 4                 |           |           | 120.00*    |
| KAY ELECTRONICS, INC.           | 192.00    | 411794    |            |
| CODE BLUE                       | 308.00    | 411862    |            |
| TRANSUNION RISK AND ALTERNATIVE | 70.00     | 411940    |            |
| CONSTABLE-PCT 6                 |           |           | 570.00*    |
| STAR GRAPHICS SHARP             | 30.12     | 411820    |            |
| UNITED STATES POSTAL SERVICE    | 13.88     | 411845    |            |
| CODE BLUE                       | 100.00    | 411862    |            |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| TELETRAC                        | 273.26    | 411939    |            |
| CONSTABLE PCT. 7                |           |           | 537.26*    |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| CONSTABLE PCT. 8                |           |           | 120.00*    |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| AGRICULTURE EXTENSION SVC       |           |           | 120.00*    |
| TERRIE S. LOONEY                | 248.41    | 411734    |            |
| CONSUMER REPORTS                | 29.00     | 411768    |            |
| STAR GRAPHICS SHARP             | 60.94     | 411820    |            |
| WALMART COMMUNITY BRC           | 24.94     | 411843    |            |
| UNITED STATES POSTAL SERVICE    | 1.86      | 411845    |            |
| BARBARA EVANS                   | 91.43     | 411894    |            |
| M J EBELING                     | 84.53     | 411918    |            |
| HEALTH AND WELFARE NO. 1        |           |           | 541.11*    |
| CITY OF BEAUMONT                | 38.78     | 411744    |            |
| BROUSSARD'S MORTUARY            | 1,500.00  | 411753    |            |
| CLAYBAR FUNERAL HOME, INC.      | 7,995.00  | 411762    |            |
| PETTY CASH - N C WELFARE        | 147.16    | 411805    |            |
| STAR GRAPHICS SHARP             | 60.94     | 411820    |            |
| UNITED STATES POSTAL SERVICE    | 88.34     | 411845    |            |
| TINA CHAMPAGNE                  | 46.00     | 411892    |            |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| SILSBEY FORD INC                | 13,300.03 | 411928    |            |
| DISPENSARY OF HOPE LLC          | 828.00    | 411937    |            |
| HEALTH AND WELFARE NO. 2        |           |           | 24,124.25* |
| BROUSSARD'S MORTUARY            | 1,500.00  | 411754    |            |
| O.W. COLLINS APARTMENTS         | 352.89    | 411765    |            |
| ENTERGY                         | 70.00     | 411785    |            |
| OFFICE DEPOT                    | 314.94    | 411800    |            |
| STAR GRAPHICS SHARP             | 73.37     | 411820    |            |
| UNITED STATES POSTAL SERVICE    | 245.15    | 411846    |            |
| TEXAS GAS SERVICE               | 28.21     | 411855    |            |
| LEXISNEXIS- ACCURINT            | 120.00    | 411903    |            |
| SILSBEY FORD INC                | 13,300.04 | 411928    |            |
| NURSE PRACTITIONER              |           |           | 16,004.60* |

NAME

AMOUNT

CHECK NO.

TOTAL

STAR GRAPHICS SHARP  
 MCKESSON MEDICAL-SURGICAL INC  
 EXCEL MEDICAL WASTE LLC

30.12  
 370.37  
 39.90

411820  
 411837  
 411945

440.39\*

MAINTENANCE-BEAUMONT

JOHNSTONE SUPPLY  
 COBURN'S, BEAUMONT BOWIE (1)  
 CONSOLIDATED ELECTRICAL DIST, INC.  
 W.W. GRAINGER, INC.  
 ENTERGY  
 JOHNSON SUPPLY  
 M&D SUPPLY  
 RALPH'S INDUSTRIAL ELECTRONICS  
 ACE IMAGEWEAR  
 AT&T  
 STAR GRAPHICS SHARP  
 TRANSLOGIC CORPORATION  
 CENTERPOINT ENERGY RESOURCES CORP  
 CENTERPOINT ENERGY RESOURCES CORP  
 BELT SOURCE  
 CUSTOM FLOORING - VIDOR  
 INDUSTRIAL & COMMERCIAL MECHANICAL  
 WASTEWATER TRANSPORT SERVICES LLC

204.99  
 47.63  
 243.18  
 107.20  
 6,504.00  
 743.70  
 773.32  
 366.72  
 350.14  
 647.61  
 30.12  
 465.36  
 65.73  
 53.79  
 31.94  
 150.00  
 1,972.79  
 248.00

411742  
 411764  
 411767  
 411778  
 411782  
 411793  
 411795  
 411809  
 411812  
 411816  
 411820  
 411824  
 411867  
 411868  
 411874  
 411877  
 411915  
 411932

13,006.22\*

MAINTENANCE-PORT ARTHUR

CURETON & SON  
 ENTERGY  
 STAR GRAPHICS SHARP  
 WALMART COMMUNITY BRC

7,589.58  
 61.90  
 65.57

411769  
 411782  
 411820  
 411843

7,778.05\*

MAINTENANCE-MID COUNTY

CITY OF NEDERLAND  
 ALL-PHASE ELECTRIC SUPPLY  
 ENTERGY  
 ACE IMAGEWEAR  
 STAR GRAPHICS SHARP  
 W. JEFFERSON COUNTY M.W.D.

25.54  
 319.98  
 2,629.00  
 28.51  
 31.78  
 26.13

411761  
 411766  
 411782  
 411812  
 411820  
 411828

3,060.94\*

SERVICE CENTER

J.K. CHEVROLET CO.  
 JERRY'S AUTOMOTIVE  
 MUNRO'S  
 PHILPOTT MOTORS, INC.  
 SEALS AUTOMATIC TRANSMISSION  
 STAR GRAPHICS SHARP  
 TRI-CON, INC.  
 ORANGE COUNTY ASSOCIATION FOR  
 JEFFERSON CTY. TAX OFFICE  
 JEFFERSON CTY. TAX OFFICE  
 JEFFERSON CTY. TAX OFFICE  
 VOYAGER FLEET SYSTEM, INC.  
 BUMPER TO BUMPER  
 AIRPORT GULF TOWING LLC  
 MIGHTY OF SOUTHEAST TEXAS

20.48  
 130.00  
 125.00  
 263.80  
 128.18  
 30.12  
 9,157.98  
 100.00  
 7.50  
 7.50  
 16.75  
 24,243.72  
 211.58  
 125.00  
 167.44

411788  
 411792  
 411798  
 411806  
 411811  
 411820  
 411825  
 411832  
 411839  
 411840  
 411841  
 411858  
 411865  
 411872  
 411908

34,311.89\*

VETERANS SERVICE

STAR GRAPHICS SHARP  
 UNITED STATES POSTAL SERVICE  
 UNITED STATES POSTAL SERVICE

74.49  
 14.25  
 19.99

411820  
 411845  
 411846

108.73\*  
 480,519.44\*\*

MOSQUITO CONTROL FUND

HILO / O'REILLY AUTO PARTS  
 SUPERIOR TIRE & SERVICE  
 CITY OF NEDERLAND  
 ENTERGY  
 JACK BROOKS REGIONAL AIRPORT

5.40  
 44.59  
 35.49  
 704.94  
 495.73

411737  
 411743  
 411761  
 411782  
 411789

| NAME                                | AMOUNT    | CHECK NO. | TOTAL       |
|-------------------------------------|-----------|-----------|-------------|
| STAR GRAPHICS SHARP                 | 30.12     | 411820    |             |
| WYLIE MANUFACTURING CO.             | 505.20    | 411829    |             |
| SEARS COMMERCIAL CREDIT             | 549.99    | 411849    |             |
| INTERSTATE ALL BATTERY CENTER - BMT | 99.98     | 411898    | 2,471.44**  |
| FAMILY GROUP CONFERENCING           |           |           |             |
| STAR GRAPHICS SHARP                 | 31.78     | 411820    | 31.78**     |
| J.C. FAMILY TREATMENT CT.           |           |           |             |
| BEAUMONT OCCUPATIONAL SERVICE, INC. | 214.75    | 411848    | 214.75**    |
| SECURITY FEE FUND                   |           |           |             |
| KIRKLAND NESBITT                    | 116.85    | 411957    | 116.85**    |
| JUVENILE TJPC-A-2014-123            |           |           |             |
| OFFICE DEPOT                        | 49.35     | 411800    |             |
| VICTORIA COUNTY JUVENILE SERVICES   | 4,255.00  | 411888    | 4,304.35**  |
| COMMUNITY SUPERVISION FND           |           |           |             |
| TEXAS DEPT OF STATE HEALTH SERVICES | 230.00    | 411823    |             |
| CDW COMPUTER CENTERS, INC.          | 184.29    | 411836    |             |
| UNITED STATES POSTAL SERVICE        | 125.14    | 411845    |             |
| UNITED STATES POSTAL SERVICE        | 245.63    | 411846    |             |
| LEXISNEXIS- ACCURINT                | 120.00    | 411903    |             |
| JCCSC                               | 270.00    | 411906    |             |
| SHALON GUIDRY                       | 106.26    | 411917    | 1,281.32**  |
| JEFF. CO. WOMEN'S CENTER            |           |           |             |
| CASH ADVANCE ACCOUNT                | 2,138.13  | 411791    |             |
| KIMBERLY ATKINS                     | 18.00     | 411804    |             |
| STAR GRAPHICS SHARP                 | 31.78     | 411820    |             |
| SUTHERLAND LUMBER CO.               | 105.98    | 411821    |             |
| BEN E KEITH FOODS                   | 1,184.14  | 411861    |             |
| CENTERPOINT ENERGY RESOURCES CORP   | 222.65    | 411869    |             |
| JODIE JACKSON                       | 18.00     | 411958    | 3,718.68**  |
| MENTALLY IMPAIRED OFFEND.           |           |           |             |
| TRAZARRA STELLY                     | 209.30    | 411885    | 209.30**    |
| COMMUNITY CORRECTIONS PRG           |           |           |             |
| TRACY ROBINSON                      | 133.40    | 411738    |             |
| DAVID POUNCY                        | 69.00     | 411807    |             |
| STAR GRAPHICS SHARP                 | 47.38     | 411820    | 249.78**    |
| DRUG DIVERSION PROGRAM              |           |           |             |
| STAR GRAPHICS SHARP                 | 47.38     | 411820    | 47.38**     |
| COUNTY CLK RECORDS ARCHIV           |           |           |             |
| MANATRON                            | 12,907.51 | 411882    | 12,907.51** |
| COUNTY RECORDS MANAGEMENT           |           |           |             |
| UNITED STATES POSTAL SERVICE        | 3.52      | 411845    | 3.52**      |
| CONST. PCT. 2 EDUCATION             |           |           |             |
| CASH ADVANCE ACCOUNT                | 576.60    | 411791    | 576.60**    |
| HOTEL OCCUPANCY TAX FUND            |           |           |             |
| AT&T                                | 175.88    | 411816    |             |
| EUGENE ANDERSON STUDIOS             | 1,300.00  | 411947    | 1,475.88**  |
| DISTRICT CLK RECORDS MGMT           |           |           |             |

| NAME                                 | AMOUNT       | CHECK NO. | TOTAL        |
|--------------------------------------|--------------|-----------|--------------|
| STAR GRAPHICS SHARP                  | 86.50        | 411820    | 86.50**      |
| 1957 ROAD BOND FUND                  |              |           |              |
| LJA ENGINEERING INC                  | 420.00       | 411914    | 420.00**     |
| AIRPORT FUND                         |              |           |              |
| COASTAL WELDING SUPPLY               | 145.31       | 411763    |              |
| THE EXAMINER                         | 200.00       | 411773    |              |
| FED EX                               | 97.36        | 411775    |              |
| ENTERGY                              | 15,212.08    | 411784    |              |
| OFFICE DEPOT                         | 4,099.20     | 411800    |              |
| SANITARY SUPPLY, INC.                | 577.33       | 411810    |              |
| STAR GRAPHICS SHARP                  | 72.83        | 411820    |              |
| TRI-CON, INC.                        | 1,896.05     | 411825    |              |
| BUBBA'S AIR CONDITIONING             | 448.75       | 411830    |              |
| E. SULLIVAN ADVERTISING & DESIGN     | 8,626.47     | 411838    |              |
| UNITED STATES POSTAL SERVICE         | 7.49         | 411845    |              |
| DISH NETWORK                         | 90.62        | 411879    |              |
| AMERICAN FLAG STORE                  | 412.06       | 411896    |              |
| UNIFIRST HOLDINGS INC                | 111.70       | 411899    |              |
| EASTERN AVIATION FUELS INC           | 81,605.66    | 411936    |              |
| SUPPLYWORKS                          | 339.00       | 411944    |              |
| AIRPORT IMPROVE. GRANTS              |              |           | 113,941.91** |
| GARVER LLC                           | 12,429.00    | 411904    | 12,429.00**  |
| SE TX EMP. BENEFIT POOL              |              |           |              |
| STANDARD INSURANCE COMPANY           | 19,475.90    | 411871    |              |
| RELIANCE STANDARD LIFE INSURANCE     | 5,874.86     | 411873    |              |
| CHLIC-CHICAGO                        | 63,349.44    | 411900    |              |
| COMPASS PROFESSIONAL HEALTH SERVICE  | 6,340.00     | 411929    |              |
| SA BENEFITS SERVICES LLC             | 38,674.00    | 411930    |              |
| SETEC FUND                           |              |           | 133,714.20** |
| ALLIANCE MECHANICAL SERVICES         | 2,000.00     | 411864    | 2,000.00**   |
| LIABILITY CLAIMS ACCOUNT             |              |           |              |
| ENTERGY CLAIMS MANAGEMENT            | 1,053.88     | 411951    |              |
| FISH & RICHARDSON PC CLIENT TRUSTAC  | 700.00       | 411956    | 1,753.88**   |
| WORKER'S COMPENSATION FD             |              |           |              |
| TRISTAR RISK MANAGEMENT              | 6,890.76     | 411870    | 6,890.76**   |
| SHERIFF'S FORFEITURE FUND            |              |           |              |
| SUPERCIRCUITS, INC.                  | 249.99       | 411735    |              |
| BEAUMONT TROPHIES                    | 246.30       | 411751    | 496.29**     |
| PAYROLL FUND                         |              |           |              |
| JEFFERSON CTY. - FLEXIBLE SPENDING   | 12,026.00    | 411705    |              |
| CLEAT                                | 324.00       | 411706    |              |
| JEFFERSON CTY. TREASURER             | 18,085.62    | 411707    |              |
| RON STADTMUELLER - CHAPTER 13        | 1,465.00     | 411708    |              |
| INTERNAL REVENUE SERVICE             | 300.00       | 411709    |              |
| JEFFERSON CTY. ASSN. OF D.S. & C.O.  | 5,240.00     | 411710    |              |
| JEFFERSON CTY. COMMUNITY SUP.        | 11,009.77    | 411711    |              |
| JEFFERSON CTY. TREASURER - HEALTH    | 427,143.58   | 411712    |              |
| JEFFERSON CTY. TREASURER - GENERAL   | 10.00        | 411713    |              |
| JEFFERSON CTY. TREASURER - PAYROLL   | 1,628,832.46 | 411714    |              |
| JEFFERSON CTY. TREASURER - PAYROLL   | 645,760.36   | 411715    |              |
| JEFFERSON CTY. TREASURER             | 110.61       | 411716    |              |
| MONY/MLOA                            | 198.74       | 411717    |              |
| POLICE & FIRE FIGHTERS' ASSOCIATION  | 3,021.77     | 411718    |              |
| UNITED WAY OF BEAUMONT & N JEFFERSON | 54.77        | 411719    |              |
| JEFFERSON CTY. TREASURER - TCDRS     | 618,707.33   | 411720    |              |

NAME

AMOUNT

CHECK NO.

TOTAL

|                                     |           |                |
|-------------------------------------|-----------|----------------|
| OPPENHEIMER FUNDS DISTRIBUTOR, INC  | 1,756.65  | 411721         |
| JEFFERSON COUNTY TREASURER          | 2,789.85  | 411722         |
| JEFFERSON COUNTY - TREASURER -      | 6,227.44  | 411723         |
| NECHES FEDERAL CREDIT UNION         | 61,285.14 | 411724         |
| JEFFERSON COUNTY - NATIONWIDE       | 54,207.24 | 411725         |
| TENNESSEE CHILD SUPPORT             | 115.38    | 411726         |
| SBA - U S DEPARTMENT OF TREASURY    | 168.49    | 411727         |
| CALIFORNIA STATE DISBURSEMENT UNIT  | 117.23    | 411728         |
| ECMC                                | 2.50      | 411729         |
| WILLIAM E HEITKAMP                  | 720.72    | 411730         |
| JOHN TALTON                         | 2,367.69  | 411731         |
| IL DEPT OF HEALTCARD AND FAMILY SER | 49.85     | 411732         |
| COLLEGE ASIST                       | 284.09    | 411733         |
|                                     |           | 3,502,382.28** |

MARINE DIVISION

|                                     |           |                 |
|-------------------------------------|-----------|-----------------|
| COASTAL WELDING SUPPLY              | 1,464.20  | 411763          |
| ENTERGY                             | 529.94    | 411782          |
| JACK BROOKS REGIONAL AIRPORT        | 595.20    | 411789          |
| RITTER @ HOME                       | 435.60    | 411808          |
| LONG'S TRAILER REPAIR               | 365.56    | 411881          |
| THE DINGO GROUP-PETE JORGENSEN MARI | 35,226.00 | 411883          |
| PALMER POWER                        | 20,778.08 | 411922          |
| GALLS LLC                           | 174.00    | 411942          |
|                                     |           | 59,568.58**     |
|                                     |           | 4,374,479.64*** |



JOINT ELECTION AGREEMENT  
 AND  
 ELECTION SERVICES CONTRACT  
 BETWEEN  
 JEFFERSON COUNTY  
 AND  
 THE CITY OF PORT ARTHUR, TEXAS

This agreement, made and entered into, by and between, Jefferson County, hereinafter referred to as "County", acting herein by and through its County Judge and County Commissioners Court, and the City of Port Arthur, Texas hereinafter referred to as "Political Subdivision", acting herein by and through its Board.

**WHEREAS**, County and Entity is required to conduct an election on November 3, 2015;

**THIS CONTRACT** is made this 14th day of September, 2015, by and between the Political Subdivision of the City of Port Arthur, Texas. hereinafter called "Political Subdivision" and Jefferson County, Texas, by its County Elections Officer, Carolyn Guidry hereinafter called "Contracting Officer," pursuant to Texas Election Code Section 31.092. The parties agree to hold a November 3, 2015, Joint Election with each other in accordance with Chapter 271 of the Texas Election Code and this Agreement. This Agreement is entered into in consideration of the mutual covenants and promises hereinafter set out:

1. **RECITALS.** Contracting Officer is the County Clerk of Jefferson County, Texas, and is the County Officer in charge of election duties. Political Subdivision is a political entity situated wholly or partially within Jefferson County, Texas. Political Subdivision and Contracting Officer have determined that it is in the public interest of Jefferson County voters that the following contract be made and entered into for the purpose of having Contracting Officer furnish to Political Subdivision certain election services and equipment needed by Political Subdivision in connection with the holding of its November 3, 2015, Election. Jefferson County's certified Hart InterCivic electronic voting equipment is to be used in the November 3, 2015, Joint Election, hereinafter called "Joint Election."
2. **DUTIES AND SERVICES OF CONTRACTING OFFICER.** Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:
  - (a) Notify and coordinate presiding election judges, alternate judges, and all other election officials required to administer this Election. Jefferson County will make emergency appointments of election officials if necessary. Compensate all election workers for time worked at the approved hourly rate by Commissioners' Court.
  - (b) Arrange for poll worker training through a third party or conduct necessary training. Notify all early voting and Election Day officials of the date, time and place thereof.
  - (c) Arrange for the use of early voting locations per the attached Exhibit A and Election Day polling locations per the attached Exhibit B. If emergency replacement polling locations are needed, Contracting Officer shall make necessary alternate arrangements to locate another public place (or if unavailable, a private building), and

shall notify Political Subdivision as soon as possible.

(d) Procure election kits and supplies and distribute to the precinct judges and early voting deputies. Obtain from the Tax –Assessor /Voter Registrar lists of registered voters to be used in conducting the election in conformity with the boundaries of Political Subdivision and the election precincts established for the election. The Election Day list of registered voters shall be arranged in alphabetical order.

(e) Prepare and test all electronic voting equipment, format ballot styles, secure audio, oversee all equipment and voter registration database programming, assure compliance with equipment security requirements. Arrange for transport of equipment to and from polling locations.

(f) Serve as Early Voting Clerk for the Joint Election and process, print, mail, and tabulate ballots for any eligible voter, who applies for a ballot by mail including all eligible FPCA applicants. Supervise the conduct of early voting in person and appoint sufficient personnel to serve as deputy early voting clerks. Provide lists of early voters as provided by law if requested by Political Subdivision.

(g) Publish legal notice of the date, time and place of the public logic and accuracy test. Prepare test materials and conduct internal election testing, public logic and accuracy test, and tests of tabulation equipment. Contracting Officer shall also publish a joint election notice one time in English and Spanish in Jefferson County newspaper(s).

(h) Arrange for the early ballot board, signature verification committee, tabulation personnel, and all equipment and supplies needed at central counting station. Tabulate early voting, election night, paper mail ballots and provisional ballots. Tabulate unofficial returns and assist in preparing the tabulation for the official canvass. Provide Political Subdivision its voter history report following the election if requested.

(i) Serve as Custodian of Records for election records in Contracting Officer's custody and provide for the retention of said election records as provided by law.

(j) Provide information services for voters and election officers.

(k) Maintain accurate records of all expenses incurred in connection with the responsibilities under this Agreement and provide Political Subdivision a final invoice after the conduct of the election. Provide any detailed backup to such invoice, if requested, reflecting the charges or components of the costs set forth on the invoice submitted to Political Subdivision.

(l) The Contracting Office is responsible for collecting the compensations sheets for the election judges, clerks, and early voting ballot board. The Contracting Officer will also pay the fore-mention for their services and time in accordance with their rate of pay policy.

(m) Contracting Officer shall conduct a manual count as prescribed by Section 127.201 of the Texas Election Code, unless waived by the Secretary of State. A written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned Election Code. If requested, Contracting Officer shall provide a written report to Political Subdivision in a timely manner.

(n) The Contracting Officer shall place the funds paid by Political Subdivision hereunder in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code.

**3. DUTIES AND SERVICES OF POLITICAL SUBDIVISION.** Political Subdivision shall be responsible for performing the following duties:

(a) Prepare all election orders, resolutions, notices, and other pertinent documents for adoption and execution by the appropriate Political Subdivision officer or body. Take all actions necessary for calling the Joint Election which are required by the Texas Election Code and/or the Political Subdivision's governing body, charter, ordinances, or other applicable laws. Execute a Joint Election Agreement with Jefferson County for the purpose of sharing election equipment, election officials, county precinct polling locations, and costs. Serve as Custodian of Records for all election records in its possession as provided by law.

(b) Political Subdivision shall be responsible for the legal sufficiency of any order calling their election. Political Subdivision shall be responsible for all substantive and procedural legal issues governing the conduct of their election. Political Subdivision understands and agrees that Contracting Officer provides no legal advice to Political Subdivision.

(c) Adopt the county voting precincts for this election. Political Subdivision shall adopt the early voting locations used by the county which reside in the Political Subdivision jurisdictional boundaries with the stipulation to add additional locations and adopt all early voting dates, and times recommended by the Contracting Officer in accordance with the Texas Election Code. Political Subdivision shall adopt the Election Day precinct polling locations on the attached Exhibit B for each county voting precinct that is within its jurisdictional boundaries. Political Subdivision shall confirm the accuracy of its jurisdictional boundaries and precincts.

(d) Prepare, post and publish all required election notices for Political Subdivision except for the joint election notice and the public test notice that Contracting Officer shall publish. In addition, if this election's polling locations are different than Political Subdivision's previous election, Political Subdivision shall post notice at the entrance to any previous polling places in its jurisdiction stating that the location has changed and provide the polling location and address for those voters for this election, pursuant to Texas Election Code Section 43.062, unless County has posted the change for their election. Educate the voters in Political Subdivision as much as possible on early voting times and places and Election Day polling locations.

(e) Political Subdivision shall confirm with Tax-Assessor/Voter Registrar its boundaries, county voting precincts and street details within those boundaries. Political Subdivision will validate all boundaries are defined properly within Jefferson County voter registration database, maps and street lists with block ranges and odd/even/both indicators before the coding and programming of the ballot begins. If changes are necessary after programming has begun the Political subdivision responsible will incur the cost of re-programming for all entities involved. Political Subdivision must proof and approve all programming work done for the jurisdiction according to the Timetable .

(f) Deliver to Contracting Officer, according to the attached Timetable, ballot language with Spanish translations, candidate names or measures, the order in which they are to be printed on the ballot with the exact form and spelling. Provide pronunciation for difficult names or words to use on the audio recording. Timely review and sign off on ballot proofs.

(g) Any requests for early voting ballots to be voted by mail received by Political Subdivision must be hand delivered or faxed to Contracting Officer on the day of receipt. If the application is faxed, the original application must be mailed to Contracting Officer. Contracting Officer will process applications, mail appropriate ballots, and tabulate.

(h) If requested, assist Contracting Officer in recruiting bilingual poll workers. Provide documentation on Political Subdivision's efforts to recruit bilingual poll workers if requested by the U. S. Department of Justice.

(i) Pay prorated additional costs incurred by Contracting Officer if a recount for said election is required, the election is contested in any manner, or a runoff is required.

(j) Canvass the returns and declare the election results for Political Subdivision. Political Subdivision is responsible for filing any precinct reports required by the Secretary of State.

(k) The deposit will be waived for this Election Agreement for all Political Subdivisions. All cost will be assessed and a detailed bill will be rendered within 30 day after the canvassing of the election or the receipt of all invoices needed to validate the billing. Any discrepancies in billing should be addressed immediately.

**4. COST OF SERVICES.** Political Subdivision shall share some expenses for the above services, supplies and equipment. Only the actual expenses directly attributable to this Agreement and any prorated shared expenses may be charged to Political Subdivision, plus a 10% administrative fee.

## 5. GENERAL CONDITIONS.

(a) The parties agree that the timing is critical on all duties in this Agreement. Lack of adherence to any deadline in the Timetable without prior agreement of Contracting Officer may result in cancellation of Contracting Officer's duties and obligations to conduct Political Subdivision's election under this Agreement or, at the discretion of Contracting Officer, a late penalty surcharge in an amount not to exceed 10% of the final election cost. Adherence to the Timetable is critical because of Jefferson County's obligation to complete all programming and testing and to process, print and mail military and overseas ballots by state/federal deadlines and our duty to conduct federal, state, county elections and/or other contracted elections.

(b) In accordance with Section 31.098 of the Texas Election Code, Contracting Officer is authorized to contract with third persons for election services and supplies and is authorized to hire necessary temporary personnel to perform contracted duties. Part-time personnel will be compensated at the hourly rate set by Jefferson County.

(c) Political Subdivision acknowledges that electronic voting equipment is highly technical and it is conceivable that, despite the best effort of the parties and technical assistance, it might fail during the election. Contracting Officer will do whatever is possible to remedy the situation, but Political Subdivision agrees that should such equipment fail, it will not make any claim for damages of any kind.

(d) Any qualified voter in the Joint Election may vote early by personal appearance at any of the joint early voting locations or at any Vote Center/Polling Location on Election Day.

(e) Jefferson County Elections Department may contract with numerous political entities for the Joint Election, and the parties agree that all ballot styles will be programmed into one electronic voting system. Each voter will receive one ballot which contains all races and issues in the Joint Election for which the voter is eligible at the address and in the precinct in which the voter is currently registered. One joint voter sign in process consisting of a common list of registered voters and common signature rosters shall be used in precincts in which the county polling locations are used.

(f) The Contracting Officer shall file copies of this Agreement with the Auditor and Treasurer of Jefferson County not later than the 10<sup>th</sup> day from receipt of the fully executed contract by Contracting Officer.

(g) Jefferson County is self-insured for personal liability issues. Should Political Subdivision desire insurance for injuries during this election or other liabilities, they shall make such arrangements separate from this Agreement.

(h) In the event that the performance by Contracting Officer of any of its obligations hereunder shall be interrupted or delayed by any occurrence not occasioned by its own conduct, whether such occurrence be an act of God or the result of war, riot, civil commotion, sovereign conduct, or the act or condition of any persons

not a party thereof, then it shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.

(i) The parties to this Agreement agree that Political Subdivision may cancel this Agreement in the event that it has no need to conduct an election by August 25, 2015. If Political Subdivision's election is cancelled after deadline, a \$200 contract preparation and processing fee will be due in addition to any costs incurred by Contracting Officer on behalf of Political Subdivision prior to said cancellation.

(j) The Political Subdivision has the option of extending the terms of this Agreement through its runoff election, if applicable. Political Subdivision may reduce the number of the adopted early voting locations and/or Election Day voting locations in which precincts are not involved in a runoff election. In the event of a runoff which Political Subdivision wants Contracting Officer to conduct, Political Subdivision agrees to attempt to coordinate the date with other entities participating in this Joint Election. If Political Subdivision elects to have Contracting Officer conduct a runoff election, the cost will be determined by the number of entities participating and the actual costs plus administrative fees. Political Subdivision will be responsible for all orders, notices, and publications required for their runoff except the publication of the public logic and accuracy test which Contracting Officer will publish.

## **6 DISPUTE RESOLUTION PROCEDURE**

The parties agree to use dispute resolution process provided for in Chapter 2260 of the Texas Government Code to attempt to resolve all disputes arising under this Agreement. Either party must give written notice to the other party of a claim for breach of this Agreement not later than the 180<sup>th</sup> day after the date of the event, giving rise to the claim. By their execution of their Agreement, the parties acknowledge and knowingly and voluntarily agree that neither the execution of this Agreement; nor the conduct, act or inaction by any person in the execution, administration, or performance of this Agreement constitutes or is intended to constitute a waiver of the party's immunity from suit with respect to claims of third parties.

## **7 ENTIRE AGREEMENT/AMENDMENT**

This Agreement constitutes the entire agreement between the City of Port Arthur and Jefferson County. This Agreement may be amended only in writing and signed by the parties.

## **8 NOTICES**

Except as otherwise provided in this section, all notices, consents, approvals, demands, requests, or other communications provided for or permitted to be given under any of the provisions of this Agreement shall be in writing and shall be deemed to have duly given or served when delivered by hand delivery or when deposited in the U.S. mail by registered or certified mail, return receipt requested, postage prepaid, and addressed as set forth below or to such other person or address as may be given in writing by either party to the other in accordance with this section:

### **CITY OF PORT ARTHUR, TEXAS**

Brian McDougal, City Manager  
P O Box 1089  
Port Arthur, Texas 77641

### **JEFFERSON COUNTY:**

Carolyn L. Guidry, County Clerk  
P. O. Box 1151  
Beaumont, TX 77704

IN WITNESS WHEREOF, each of the parties agrees to the terms of this Agreement and has caused this Agreement to be executed on the 9<sup>th</sup> of SEPTEMBER 2015.

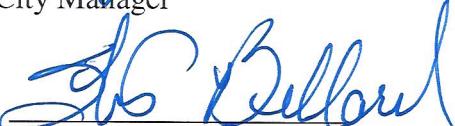
City of Port Arthur, Texas

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

Name: Brian McDougal

Title: City Manager

Attest:

  
(seal)



IN WITNESS WHEREOF, each of the parties agrees to the terms of this Agreement and has caused this Agreement to be executed on the 14<sup>th</sup> of SEPTEMBER 2015.

Jefferson County, Texas

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

Name: Jeff Branick

Title: County Judge

Attest:

  
(seal)





**NOTICE OF EARLY VOTING LOCATIONS AND HOURS FOR  
November 3, 2015, JOINT ELECTION**

**(Advicode Locales y horarioparaelecci'onadelantadasde NOVIEMBRE 3, 2015, de Eleci'on Conjunto)**

Early Voting by personal appearance will be conducted each weekday at:  
 (La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

**EARLY VOTING LOCATIONS:**

(Localizaciones de Votacion Adelantada):

**Beaumont Courthouse - Main location**  
**Rogers Park Recreation Center**  
**Port Arthur Public Library**  
**Theodore Johns Library**  
**Port Arthur Sub-Courthouse**  
**Effie & Wilton Hebert Library**

**1001 Pearl St., Beaumont, Texas**  
**6540 Gladys, Beaumont, Texas**  
**4615 Ninth Ave, Port Arthur, Texas**  
**4255 Fannett Rd., Beaumont, Texas**  
**525 Lakeshore Dr., Port Arthur, Texas**  
**2025 Merriman St., Port Neches, Texas**

**DATES AND HOURS FOR ALL ABOVE LOCATIONS:**

(Fechas y Horas para todas las localizaciones):

|  |   |                       |
|--|---|-----------------------|
| October 19 - 23<br><i>(Octubre 19 - 23)</i>        | Monday - Friday<br><i>(Lunes - Viernes)</i>           | 8:00 a.m. - 5:00 p.m. |
| October 24-25<br><i>(Octubre 24-25)</i>            | Saturday - Sunday<br><i>(Sábado- Domingo)</i>         | CLOSED ****           |
| October 26 – 28<br><i>(Octubre 28 – 28)</i>        | Monday – Wednesday<br><i>(Lunes – Miércoles)</i>      | 8:00 a.m. - 5:00 p.m  |
| <i>October 29 – 30</i><br><i>(Octubre 29 – 30)</i> | <i>Thursday – Friday</i><br><i>(Jueves – Viernes)</i> | 7:00 a.m. - 7:00 p.m  |

**Exhibit A**

**Exhibit B**

Dia de las elecciones  
Generales, Especial Y Elección Conjunta  
del 03 noviembre de 2015

Election Day  
November 3, 2015  
General, Special and Joint Election

| Precincts<br>(precintos) | Election Day Polling Places<br>(Localizaciones) | ADDRESS<br>(Dirección)  |                 |
|--------------------------|---|-------------------------|-----------------|
| ALL (todos)              | Amelia Elementary School                        | 565 S. Major Dr         | Beaumont, TX    |
| ALL (todos)              | Beaumont Municipal Airport                      | 455 Keith Rd.           | Beaumont, TX    |
| ALL (todos)              | Bevil Oaks Civic Center                         | 7390 Sweetgum Rd.       | Bevil Oaks, TX  |
| ALL (todos)              | BISD Administration Building                    | 3395 Harrison Ave.      | Beaumont, TX    |
| ALL (todos)              | Calvary Baptist Church                          | 3650 Dowlen Rd.         | Beaumont, TX    |
| ALL (todos)              | Dishman Elementary                              | 3475 Champions Dr.      | Beaumont, TX    |
| ALL (todos)              | O.C. Mike Taylor Career Center                  | 2330 North St.          | Beaumont, TX    |
| ALL (todos)              | Precinct 1 Service Center                       | 20205 W. Hwy. 90        | Beaumont, TX    |
| ALL (todos)              | Rogers Park Community Center                    | 6540 Gladys Ave.        | Beaumont, TX    |
| ALL (todos)              | Roy Guess Elementary                            | 8055 Voth Rd.           | Beaumont, TX    |
| ALL (todos)              | Hebert Library                                  | 2025 Merriman St.       | Port Neches, TX |
| ALL (todos)              | Central Gardens Fire Station                    | 3707 Central Blvd.      | Nederland, TX   |
| ALL (todos)              | Groves Elementary                               | 3901 Cleveland Ave.     | Groves, TX      |
| ALL (todos)              | Nederland City Hall                             | 207 N 12th Street       | Nederland, TX   |
| ALL (todos)              | Jerry Ware Airport Terminal                     | 5000 Jerry Ware Dr.     | Beaumont, TX    |
| ALL (todos)              | JP4 BLDG  | 19217 FM 365            | Beaumont, TX    |
| ALL (todos)              | LaBelle-Fannett VFD                             | 12880 FM 365            | Beaumont, TX    |
| ALL (todos)              | Bob Henson Building                             | 1903 Atlanta            | Nederland, TX   |
| ALL (todos)              | Port Neches City Hall                           | 1005 Merriman           | Port Neches, TX |
| ALL (todos)              | West Groves Education Center                    | 5840 W. Jefferson Blvd. | Groves, TX      |
| ALL (todos)              | DeQueen Elementary                              | 740 DeQueen Blvd.       | Port Arthur, TX |
| ALL (todos)              | El Vista Community Center                       | 615 Ellias St.          | Port Arthur, TX |
| ALL (todos)              | Jefferson County Sub-Courthouse                 | 525 Lakeshore Dr.       | Port Arthur, TX |
| ALL (todos)              | Memorial 9th Grade Academy                      | 2441 61st St.           | Port Arthur, TX |
| ALL (todos)              | O.W. Collins Apartment Complex                  | 4440 Gulfway Dr.        | Port Arthur, TX |
| ALL (todos)              | Port Arthur Public Library                      | 4615 9th Ave.           | Port Arthur, TX |
| ALL (todos)              | Port Arthur Recreation Center                   | 1308 9th Ave.           | Port Arthur, TX |
| ALL (todos)              | R.L. Gabby Eldridge Center                      | 5262 S. Gulfway Dr      | Sabine Pass, TX |

|                    |                                    |                    |                 |
|--------------------|------------------------------------|--------------------|-----------------|
| <i>ALL (todos)</i> | Travis Elementary                  | 1115 Lakeview Ave. | Port Arthur, TX |
| <i>ALL (todos)</i> | Willie Ryman III Community Center  | 3248 39th St.      | Port Arthur, TX |
| <i>ALL (todos)</i> | Alice Keith Park Recreation Center | 4075 Highland Ave. | Beaumont, TX    |
| <i>ALL (todos)</i> | Charlton-Pollard Elementary        | 825 Jackson St.    | Beaumont, TX    |
| <i>ALL (todos)</i> | Dr. Mae Jones Clark                | 3525 Cleveland     | Beaumont, TX    |
| <i>ALL (todos)</i> | Hamshire Community Building        | 12393 2nd St.      | Hamshire, TX    |
| <i>ALL (todos)</i> | Jefferson County Courthouse        | 1001 Pearl St.     | Beaumont, TX    |
| <i>ALL (todos)</i> | MLK Middle School                  | 1400 Avenue A      | Beaumont, TX    |
| <i>ALL (todos)</i> | John Paul Davis Community Center   | 3580 E. Lucas Dr.  | Beaumont, TX    |
| <i>ALL (todos)</i> | Precinct 4 Service Center          | 7780 Boyt Rd.      | Beaumont, TX    |
| <i>ALL (todos)</i> | Sterling Pruitt Center             | 2930 Gulf St.      | Beaumont, TX    |
| <i>ALL (todos)</i> | Theodore Johns Library             | 4255 Fannett Rd.   | Beaumont, TX    |

The Political Subdivision agrees that timing is critical, and lack of adherence to this Timetable without prior agreement of Contracting Officer may result in additional charges or cancellation of Contracting Officer's duties and obligations to conduct Political Subdivision's election under this Contract.

**School Districts must adhere to all deadlines, even if on holiday breaks.**

Please refer to the Texas Secretary of State's website for a complete calendar of events including citations to the Texas Election Code and for information specific to entity type. Confer with your attorney on any statutes that govern your entity. Please comply with all orders, postings and notices as required for your Political Subdivision. Contracting Officer will provide the publication of one joint election notice in English and Spanish.

### **AUGUST 1, 2015**

Each Political subdivision is responsible for validating with the Voter Registrar prior to February 1, 2013, the boundaries for their voting precincts are correct and supply the Contracting Officer with a map of such boundaries.

### **SEPTEMBER 2, 2015**

**Candidate filing** deadline and **write-in declaration filing** deadline at 5:00 PM unless otherwise provided by statute.\*

Deadline to **order an election** unless otherwise provided. Please forward a copy of your Order of Election to Contracting Officer.

\*Please schedule ballot drawing as soon as possible and email **BALLOT FORMAT AND ORDER** of candidates on ballot.

Notice of ballot position drawing must be posted for 72 hours immediately preceding time of drawing.

### **SEPTEMBER 7, 2015 12:00PM**

Deadline to notify [guidry@co.jefferson.tx.us](mailto:guidry@co.jefferson.tx.us), whether or not Political Subdivision has a **contested election**. Political subdivision will not be included in the Joint Election if we do not receive notice.

Deadline to send **candidate names, including write-in candidates**.

Deadline to email [guidry@co.jefferson.tx.us](mailto:guidry@co.jefferson.tx.us) any **candidate withdrawals or election cancellation**.

Deadline to send **order of candidates on ballot**. We prefer to receive it sooner if it is available.

Last day to **cancel election** and incur **no fees** under the Election Services Agreement.

Deadline to receive executed **Election Services Agreement** and **Joint Election Agreement** by mail, delivery, or email [guidry@co.jefferson.tx.us](mailto:guidry@co.jefferson.tx.us).

Deadline to receive **copy of Order of Election**.

Mail: P. O. Box 1150, Beaumont, TX 77704-1151

Deliver: 1149 Pearl, Beaumont, Texas 77701

If you need additional time because of meeting schedules, please notify us.

**Deadlines for ballot proofing and ballot approval will be emailed with ballot proofs. The parties must adhere to deadlines of 24 hour turnaround time, even if they occur during a School Break, in order for our office to meet the State and Federal deadlines to mail military and overseas ballots.**

### **SEPTEMBER 14, 2015**

Deadline to send **phonetic pronunciations** of all candidate names that are not obvious, which will be used for the ballot audio recording.

First day to accept applications for early voting ballots by mail (last day is **SEPTEMBER 1, 2015**).

Carolyn Guidry will be named as Early Voting Clerk to receive applications. If you receive applications directly, they must be hand delivered or faxed to Carolyn Guidry on the day of receipt. If faxed, the original

application must also be mailed to Contracting Officer. All Annual applications must be made available to the Early Voting Clerk.

**OCTOBER 5, 2015**

Last day to register to vote for the **NOVEMBER 3, 2015** Election.

**OCTOBER 6, 2015 - 9:00 AM**

Public Logic & Accuracy Test of Automatic Tabulating Equipment held at Central Counting Station, 7963 Viterbo Rd., Beaumont, Texas 77705.

**OCTOBER 19 - 30, 2015 (NO WEEKEND VOTING)**

Early Voting Period

**NOVEMBER 3, 2015**

If applicable, the political subdivision shall post notice at the entrance to any polling place from Political Subdivision's preceding election that is different from the polling place used for the NOVEMBER 4, 2014 election and provide the location of the new polling place pursuant to Texas Election Code Section 43.062.

**TUESDAY, NOVEMBER 3, 2015- 7:00 AM to 7:00 PM**

Election Day

**NOVEMBER 9, 2015**

DEADLINE TO RECEIVE ALL OVERSEAS BALLOTS AND ANY PROVISIONAL BALLOTS TO BE CURED.

**Canvass Dates**

TBD



**NOTICE OF EARLY VOTING LOCATIONS AND HOURS FOR  
NOVEMBER 3, 2015, JOINT ELECTION**  
(Constitutional Amendment Election and City of Port Arthur Special Election)

**AVISO DE LOCALIZACIONES Y DE HORAS DE VOTACIÓN ADELANTADA POR  
NOVIEMBRE 3, 2015, ELECCIÓN CONJUNTA**  
(Enmienda constitucional elecciones y elección especial ciudad de Port Arthur)

Early Voting by personal appearance will be conducted each weekday at:  
(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

**EARLY VOTING LOCATIONS:  
(Localizaciones de Votacion Adelantada):**

|  |  |
|--|--|
| <b>Beaumont Courthouse - Main location</b> | <b>1001 Pearl St., Beaumont, Texas</b>         |
| <b>Rogers Park Recreation Center</b>       | <b>6540 Gladys, Beaumont, Texas</b>            |
| <b>Port Arthur Public Library</b>          | <b>4615 Ninth Ave, Port Arthur, Texas</b>      |
| <b>Theodore Johns Library</b>              | <b>4255 Fannett Rd., Beaumont, Texas</b>       |
| <b>Effie &amp; Wilton Hebert Library</b>   | <b>2025 Merriman St., Port Neches, Texas</b>   |
| <b>Port Arthur Sub-Courthouse</b>          | <b>525 Lakeshore Drive, Port Arthur, Texas</b> |

**DATES AND HOURS FOR ALL ABOVE LOCATIONS:  
(Fechas y Horas para todas las localizaciones):**

|                                      |   |                        |
|--------------------------------------|---|------------------------|
| October 19 - 23<br>(Octubre 19 - 23) | Monday - Friday<br>(Lunes - Viernes)      | 8:00 a.m. - 5:00 p.m.  |
| October 24 - 25<br>(Octubre 24 - 25) | Saturday - Sunday<br>(Sábado - Domingo)   | CLOSED                 |
| October 26 - 28<br>(Octubre 26 - 28) | Monday - Wednesday<br>(Lunes - Miércoles) | 8:00 a.m. - 5:00 p.m.. |
| October 29 - 30<br>(Octubre 29- 30)  | Thursday - Friday<br>(Jueves - Viernes)   | 7:00 a.m. - 7:00 p.m.  |

Dia de las elecciones  
ELECCIÓN SOMBRE ENMIENDAS  
A LA CONSTITUCIÓN del 03  
noviembre de 2015

Election Day  
November 3, 2015  
Constitutional Amendment Election

Countywide Polling Places  
(Lugares de votacion del Condado)

| Election Day Polling Places<br>(Localizaciones) |                                       | ADDRESS (Dirección)     |                 |
|---|---------------------------------------|-------------------------|-----------------|
| Precincts (precintos)                           |                                       |                         |                 |
| ALL (todos)                                     | Amelia Elementary School              | 565 S. Major Dr         | Beaumont, TX    |
| ALL (todos)                                     | Beaumont Municipal Airport            | 455 Keith Rd.           | Beaumont, TX    |
| ALL (todos)                                     | Bevil Oaks Civic Center               | 7390 Sweetgum Rd.       | Bevil Oaks, TX  |
| ALL (todos)                                     | BISD Administration Building          | 3395 Harrison Ave.      | Beaumont, TX    |
| ALL (todos)                                     | Calvary Baptist Church                | 3650 Dowlen Rd.         | Beaumont, TX    |
| ALL (todos)                                     | Dishman Elementary School             | 3475 Champions Dr.      | Beaumont, TX    |
| ALL (todos)                                     | O.C. Mike Taylor Career Center        | 2330 North St.          | Beaumont, TX    |
| ALL (todos)                                     | Precinct 1 Service Center             | 20205 W. Hwy. 90        | Beaumont, TX    |
| ALL (todos)                                     | Rogers Park Community Center          | 6540 Gladys Ave.        | Beaumont, TX    |
| ALL (todos)                                     | Roy Guess Elementary School           | 8055 Voth Rd.           | Beaumont, TX    |
| ALL (todos)                                     | Hebert Library                        | 2025 Merriman St.       | Port Neches, TX |
| ALL (todos)                                     | Central Gardens Fire Station          | 3707 Central Blvd.      | Nederland, TX   |
| ALL (todos)                                     | Groves Elementary School              | 3901 Cleveland Ave.     | Groves, TX      |
| ALL (todos)                                     | Nederland City Hall                   | 207 N 12th Street       | Nederland, TX   |
| ALL (todos)                                     | Jerry Ware Airport Terminal           | 5000 Jerry Ware Dr.     | Beaumont, TX    |
| ALL (todos)                                     | JP4 BLDG                              | 19217 FM 365            | Beaumont, TX    |
| ALL (todos)                                     | LaBelle-Fannett VFD                   | 12880 FM 365            | Beaumont, TX    |
| ALL (todos)                                     | Bob Henson Public Works Building **** | 1903 Atlanta            | Nederland, TX   |
| ALL (todos)                                     | Port Neches City Hall                 | 1005 Merriman           | Port Neches, TX |
| ALL (todos)                                     | West Groves Education Center          | 5840 W. Jefferson Blvd. | Groves, TX      |
| ALL (todos)                                     | DeQueen Elementary School             | 740 DeQueen Blvd.       | Port Arthur, TX |
| ALL (todos)                                     | El Vista Community Center             | 615 Ellias St.          | Port Arthur, TX |
| ALL (todos)                                     | Jefferson County Sub-Courthouse       | 525 Lakeshore Dr.       | Port Arthur, TX |
| ALL (todos)                                     | Memorial 9th Grade Academy            | 2441 61st St.           | Port Arthur, TX |
| ALL (todos)                                     | O.W. Collins Apartment Complex        | 4440 Gulfway Dr.        | Port Arthur, TX |
| ALL (todos)                                     | Port Arthur Public Library            | 4615 9th Ave.           | Port Arthur, TX |
| ALL (todos)                                     | Port Arthur Recreation Center         | 1308 9th Ave.           | Port Arthur, TX |
| ALL (todos)                                     | R.L. Gabby Eldridge Center            | 5262 S. Gulfway Dr      | Sabine Pass, TX |
| ALL (todos)                                     | Travis Elementary School              | 1115 Lakeview Ave.      | Port Arthur, TX |
| ALL (todos)                                     | Willie Ryman III Community Center     | 3248 39th St.           | Port Arthur, TX |

Dia de las elecciones  
ELECCIÓN SOMBRE ENMIENDAS  
A LA CONSTITUCIÓN del 03  
noviembre de 2015

Election Day  
November 3, 2015  
Constitutional Amendment Election

Countywide Polling Places  
(Lugares de votacion del Condado)

| Election Day Polling Places<br>(Localizaciones)                                |                                       | ADDRESS (Dirección) |              |
|--|---------------------------------------|---------------------|--------------|
| Precincts (precintos)  |                                       |                     |              |
| ALL (todos)  | Alice Keith Park Recreation Center    | 4075 Highland Ave.  | Beaumont, TX |
| ALL (todos)  | Charlton-Pollard Elementary School    | 825 Jackson St.     | Beaumont, TX |
| ALL (todos)  | Dr. Mae Jones Clark Elementary School | 3525 Cleveland      | Beaumont, TX |
| ALL (todos)  | Hamshire Community Building           | 12393 2nd St.       | Hamshire, TX |
| ALL (todos)  | Jefferson County Courthouse           | 1001 Pearl St.      | Beaumont, TX |
| ALL (todos)  | MLK Middle School                     | 1400 Avenue A       | Beaumont, TX |
| ALL (todos)  | John Paul Davis Community Center      | 3580 E. Lucas Dr.   | Beaumont, TX |
| ALL (todos)  | Precinct 4 Service Center             | 7780 Boyt Rd.       | Beaumont, TX |
| ALL (todos)  | Sterling Pruitt Center                | 2930 Gulf St.       | Beaumont, TX |
| ALL (todos)  | Theodore Johns Library                | 4255 Fannett Rd.    | Beaumont, TX |
| ***** Denotes Location change ( <i>Denota el cambio de lugar de votación</i> ) |                                       |                     |              |

## NOTICE OF SPECIAL ELECTION (AVISO DE ELECCION ESPECIAL)

To the Registered Voters of Jefferson County, Texas (*a los votantes registrados del Condado de Jefferson, Texas:*)

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., on November 3, 2015, for voting in a special election: **Constitutional Amendment Election to adopt or reject the proposed Constitutional Amendments as submitted by the 84th Legislature, Regular Session, of the State of Texas and Joint Special Election with City of Port Arthur.** (*Notifíquese, por las presente, que las casillas electorales citadas abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 3 de Noviembre de 2015 para votar en la Elección Especial: para Elección Enmiendo Constitucional para adoptar o rechazar las enmiendas constitucionales propuestas así como fueron sometidas por la 84th Legislatura Sesión Regular, del Estado de Texas y Elección Especial conjunta con ciudad de Port Arthur.*)

LOCATION(S) OF POLLING PLACES (*DIRECCION(ES) DE LAS CASILLAS ELECTORALES*):

Countywide Polling Places are in effect for this election. A registered voter in Jefferson County may vote at any Election Day polling location. Voting in the precinct where registered is not required.

(Lugares de votación del condado están en efecto para esta elección. Un votante registrado en el Condado de Jefferson puede votar en cualquier lugar del día de las elecciones electorales. La votación en el recinto donde registrado no es necesario.)

\*\*\*\*\* Denotes Polling Location Change (\*\*\*\*\*Denota el cambio de lugar de votación)

| Precincts<br>(precintos) | Election Day Polling Places<br>(Localizaciones) | ADDRESS<br>(Dirección)         |                 |
|--------------------------|---|--------------------------------|-----------------|
| ALL (todos)              | Amelia Elementary School                        | 565 S. Major Dr.               | Beaumont, TX    |
| ALL (todos)              | Beaumont Municipal Airport                      | 455 Keith Rd.                  | Beaumont, TX    |
| ALL (todos)              | Bevil Oaks Civic Center                         | 7390 Sweetgum Rd.              | Bevil Oaks, TX  |
| ALL (todos)              | BISD Administration Building                    | 3395 Harrison Ave.             | Beaumont, TX    |
| ALL (todos)              | Calvary Baptist Church                          | 3650 Dowlen Rd.                | Beaumont, TX    |
| ALL (todos)              | Dishman Elementary School                       | 3475 Champions Dr.             | Beaumont, TX    |
| ALL (todos)              | O.C. Mike Taylor Career Center                  | 2330 North St.                 | Beaumont, TX    |
| ALL (todos)              | Precinct 1 Service Center                       | 20205 W. Hwy. 90               | Beaumont, TX    |
| ALL (todos)              | Rogers Park Community Center                    | 6540 Gladys Ave.               | Beaumont, TX    |
| ALL (todos)              | Roy Guess Elementary School                     | 8055 Voth Rd.                  | Beaumont, TX    |
| ALL (todos)              | Hebert Library                                  | 2025 Merriman St.              | Port Neches, TX |
| ALL (todos)              | Central Gardens Fire Station                    | 3707 Central Blvd.             | Nederland, TX   |
| ALL (todos)              | Groves Elementary School                        | 3901 Cleveland Ave.            | Groves, TX      |
| ALL (todos)              | Bob Henson Public Works<br>Building*****        | 1903 Atlanta                   | Nederland, TX   |
| ALL (todos)              | Jerry Ware Airport Terminal                     | 5000 Jerry Ware Dr.            | Beaumont, TX    |
| ALL (todos)              | JP4 BLDG  | 19217 FM 365                   | Beaumont, TX    |
| ALL (todos)              | LaBelle-Fannett VFD                             | 12880 FM 365                   | Beaumont, TX    |
| ALL (todos)              | Nederland City Hall                             | 207 N. 12 <sup>th</sup> Street | Nederland, TX   |
| ALL (todos)              | Port Neches City Hall                           | 1005 Merriman                  | Port Neches, TX |
| ALL (todos)              | West Groves Education Center                    | 5840 W. Jefferson<br>Blvd.     | Groves, TX      |
| ALL (todos)              | DeQueen Elementary School                       | 740 DeQueen Blvd.              | Port Arthur, TX |

|                    |                                       |                     |                 |
|--------------------|---------------------------------------|---------------------|-----------------|
| <i>ALL (todos)</i> | El Vista Community Center             | 615 Ellias St.      | Port Arthur, TX |
| <i>ALL (todos)</i> | Jefferson County Sub-Courthouse       | 525 Lakeshore Dr.   | Port Arthur, TX |
| <i>ALL (todos)</i> | Memorial 9th Grade Academy            | 2441 61st St.       | Port Arthur, TX |
| <i>ALL (todos)</i> | O.W. Collins Apartment Complex        | 4440 Gulfway Dr.    | Port Arthur, TX |
| <i>ALL (todos)</i> | Port Arthur Public Library            | 4615 9th Ave.       | Port Arthur, TX |
| <i>ALL (todos)</i> | Port Arthur Recreation Center         | 1308 9th Ave.       | Port Arthur, TX |
| <i>ALL (todos)</i> | R.L. Gabby Eldridge Center            | 5262 S. Gulfway Dr. | Sabine Pass, TX |
| <i>ALL (todos)</i> | Travis Elementary School              | 1115 Lakeview Ave.  | Port Arthur, TX |
| <i>ALL (todos)</i> | Willie Ryman III Community Center     | 3248 39th St.       | Port Arthur, TX |
| <i>ALL (todos)</i> | Alice Keith Park Recreation Center    | 4075 Highland Ave.  | Beaumont, TX    |
| <i>ALL (todos)</i> | Charlton-Pollard Elementary           | 825 Jackson St.     | Beaumont, TX    |
| <i>ALL (todos)</i> | Dr. Mae Jones Clark Elementary School | 3525 Cleveland      | Beaumont, TX    |
| <i>ALL (todos)</i> | Hamshire Community Building           | 12393 2nd St.       | Hamshire, TX    |
| <i>ALL (todos)</i> | Jefferson County Courthouse           | 1001 Pearl St.      | Beaumont, TX    |
| <i>ALL (todos)</i> | MLK Middle School                     | 1400 Avenue A       | Beaumont, TX    |
| <i>ALL (todos)</i> | John Paul Davis Community Center      | 3580 E. Lucas Dr.   | Beaumont, TX    |
| <i>ALL (todos)</i> | Precinct 4 Service Center             | 7780 Boyt Rd.       | Beaumont, TX    |
| <i>ALL (todos)</i> | Sterling Pruitt Center                | 2930 Gulf St.       | Beaumont, TX    |
| <i>ALL (todos)</i> | Theodore Johns Library                | 4255 Fannett Rd.    | Beaumont, TX    |

Early Voting by personal appearance will be conducted each weekday at:  
 (La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

**EARLY VOTING LOCATIONS:**

(*Localizaciones de Votación Adelantada*):

|  |   |
|--|---|
| <b>Beaumont Courthouse - Main location</b> | <b>1001 Pearl St., Beaumont, Texas</b>            |
| <b>Rogers Park Recreation Center</b>       | <b>6540 Gladys, Beaumont, Texas</b>               |
| <b>Port Arthur Public Library</b>          | <b>4615 Ninth Ave, Port Arthur, Texas</b>         |
| <b>Theodore Johns Library</b>              | <b>4255 Fannett Rd., Beaumont, Texas</b>          |
| <b>Groves Recreation Center</b>            | <b>6150 39<sup>th</sup> Street, Groves, Texas</b> |
| <b>Effie &amp; Wilton Hebert Library</b>   | <b>2025 Merriman St., Port Neches, Texas</b>      |
| <b>Port Arthur Sub-Courthouse</b>          | <b>525 Lakeshore Drive, Port Arthur, Texas</b>    |

**DATES AND HOURS FOR ALL ABOVE LOCATIONS:**

(*Fechas y Horas para todas las localizaciones*):

|                                      |   |                       |
|--------------------------------------|---|-----------------------|
| October 19 - 23<br>(Octubre 19 - 23) | Monday - Friday<br>(Lunes - Viernes)      | 8:00 a.m. - 5:00 p.m. |
| October 24 - 25<br>(Octubre 24 - 25) | Saturday - Sunday<br>(Sábado - Domingo)   | CLOSED                |
| October 26 - 28<br>(Octubre 26 - 28) | Monday - Wednesday<br>(Lunes - Miércoles) | 8:00 a.m. - 5:00 p.m. |
| October 29 - 30<br>(Octubre 29 - 30) | Thursday - Friday<br>(Jueves - Viernes)   | 7:00 a.m. - 7:00 p.m. |

Applications for ballot by mail must be submitted to the early voting clerk by mail, common or contract carrier; telephonic facsimile machine, or electronic transmission of a scanned application containing an original signature. (*Solicitudes de voto por correo deben ser sometidos a la votación adelantada por correo común o portador de contrato; telefónica fax o transmisión electrónica de una solicitud escaneada conta.*)

Jefferson County Clerk's mailing address:

(*Dirección correo electrónico del Secretario del Condado de Jefferson*:)

Carolyn L. Guidry, Jefferson County Clerk  
 P.O. Box 1151  
 Beaumont, TX 77704-1151

Jefferson County Clerk's email address:

(*Dirección de correo electrónico del Secretario del Condado de Jefferson*:)

[countyclerk@co.jefferson.tx.us](mailto:countyclerk@co.jefferson.tx.us)

Jefferson County Clerk's fax number:

(*Número de fax del Secretario del Condado de Jefferson*:)

409-839-2394

Jefferson County Clerk's physical address:

(*Dirección física del Secretario del Condado de Jefferson*:)

Carolyn L. Guidry, Jefferson County Clerk  
 1085 Pearl Street  
 Beaumont, TX 77701

Applications for ballots by mail must be received no later than the close of business on **10/23/15**.

(*Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el 10/23/15.*)

Issued this the 14<sup>th</sup> day of September, 20 15.  
(Emitida este día 14<sup>th</sup> de Septiembre, 20 15.)

  
\_\_\_\_\_  
Signature of County Judge  
(Firma del Juez del Condado)

RECEIVED SEP 10 2015

Jefferson County Courthouse  
P.O. Box 4025  
Beaumont, Texas 77704



Office (409) 835-8442  
Fax (409) 835-8628  
eddiearnold@co.jefferson.tx.us

*Eddie Arnold*  
Jefferson County  
Commissioner Pct. #1

September 10, 2015

Loma George  
Judge Branick's Office

RE: Commissioners' Court Agenda Items

Please place the following item on the agenda for Jefferson County Commissioners' Court meeting scheduled for September 14, 2015.

Consider and possibly approve receive and file the resignation of Jim Rich from the Sabine Neches Navigation District Board of Directors effective Monday, September 14, 2015 as he has relocated out of Jefferson County.

Thank you,

*Eddie Arnold*  
Eddie Arnold  
County Commissioner, Pct. #1

STATE OF TEXAS §  
§  
COUNTY OF JEFFERSON §

**MOTOR VEHICLE REGISTRATION/INSPECTION POINT OF SALE STICKER  
INTERLOCAL AGREEMENT**

This Motor Vehicle Registration/Inspection Point of Sale Sticker Agreement (the "Agreement") is made by and between the Tax Assessor-Collector for Jefferson County, Texas, a duly and lawfully organized county of the State of Texas (the "Tax AssessorCollector"), and Kroger Texas LP - stores in Jefferson County (the "Distributor").

**RECITALS**

**WHEREAS**, public convenience will be furthered by authorizing Distributor to act as an agent for the Tax Assessor-Collector for the limited purpose of issuing motor vehicle registration/inspection point of sale stickers at its place(s) of business listed on the attached Exhibit "A"; and

**WHEREAS**, on September 8, 2015, the Commissioners Court for Jefferson County, Texas, authorized the Tax Assessor-Collector to enter into agreements with private entities like Distributor to facilitate authorization of such entities to act as an agent for the Tax AssessorCollector for the limited purpose of issuing motor vehicle registration/inspection point of sale stickers at their place(s) of business.

**NOW, THEREFORE**, for the value received and in consideration of the covenants, conditions, and premises herein contained, the parties agree as follows:

**ARTICLE 1. COVENANTS**

- A. The Tax Assessor-Collector agrees to authorize the Distributor to act as an agent of the Tax Assessor-Collector to issue motor vehicle registration stickers under the terms and conditions set forth in this Agreement.
- B. The Tax Assessor-Collector agree to supply the Distributor with the numbered and secured motor vehicle license registration forms ("Stickers") as well as its written policies and procedures for their issuance.
- C. The Tax Assessor-Collector agrees to not furnish any Stickers for the account of the Distributor other than directly to the Distributor's Designated Liaison (identified in Section 1.G herein).
- D. The Tax Assessor-Collector agrees to grant the Distributor the authority to add a fee of up to one dollar (\$1.00) to each transaction involving a Sticker that is sold and properly reported under the terms of this Agreement. This fee shall be the only compensation the Distributor will receive.

- E. The parties agree that the Tax Assessor-Collector may audit the Distributor's books and records as they pertain to this Agreement at any time during the Tax Assessor-Collector's normal business hours.
- F. The Distributor shall comply with the requirements of the WebAgent System of the Texas Department of Motor Vehicles. All necessary equipment will be furnished and maintained by the Distributor.
- G. The Distributor shall designate one management employee per location as the liaison between the Distributor and the Tax Assessor-Collector ("Designated Liaison"). The Designated Liaison will sign an oath of deputation on behalf of the Distributor to be given by the Tax Assessor-Collector. It is the responsibility of the Designated Liaison to personally approve all Distributor employees who will have access to the Stickers under the Distributor's deputation. It is the further responsibility of the Designated Liaison to notify in writing the Tax Assessor-Collector of each such employee's identity before permitting that employee's contact with these Stickers. Prior to deputation, the Tax Assessor-Collector shall provide any training deemed necessary for the Designated Liaison and the employees approved by the Designated Liaison. The Distributor shall be responsible for all acts of the Designated Liaison and the employees approved by the Designated Liaison.
- H. The Distributor shall not allow any of its officers, agents, or employees to participate in any manner in the handling or issuance of Stickers until such officer, agent, or employee has been approved by the Designated Liaison and identified in writing to the Tax Assessor-Collector.
- I. The Designated Liaison will inventory Stickers prior to accepting delivery. The Distributor assumes full liability for the safekeeping of all Stickers furnished by the Tax Assessor-Collector to the Designated Liaison. Tax Assessor-Collector will notify Distributor in writing of any Stickers missing or otherwise unaccounted for and of any cash shortages immediately, and the Distributor shall have up to seven (7) days to research and rectify any discrepancies before payment is made. The Distributor agrees to pay for any Stickers missing or otherwise unaccounted for.
- J. Under no circumstances shall the Distributor keep the Stickers at any location other than the place(s) of business listed on the attached Exhibit A.
- K. The Distributor agrees to sell Stickers only to persons presenting a renewal notice issued by the State of Texas, Department of Motor Vehicles Title and Registration, and only to make such sales on validations that are due in the current and succeeding month (e.g.: during March, only Stickers for the months of March and April). The Distributor also agrees to sell Stickers only to the owners of the vehicles for which the renewal notice was issued. The Distributor shall require each person to whom a sticker is sold to present a valid photo identification issued by the State of Texas or the United States to verify that person's identity.

L. To guarantee the faithful performance of the duties of the Distributor hereunder and to ensure that all funds coming into the possession or control of the Distributor by virtue of this Agreement are paid over to the Tax Assessor-Collector, the Distributor agrees to post a surety bond for each business location in an amount not less than the amount set forth by the Tax Assessor-Collector on the attached Exhibit A (the "Bond"). The Bond shall be issued by a surety company or financial institution acceptable to the Tax Assessor-Collector and shall name the Jefferson County Tax-Assessor Collector as an obligee on the Bond. If the Distributor should open additional outlets or facilities during this Agreement, a new fully executed bond shall be required for each new location. The Bonds shall be in the form attached hereto as Exhibit C and they shall be accompanied by a valid Power-of-Attorney (issued by the surety company and attached, signed, and sealed with the corporate embossed seal, to the Bond) authorizing the attorney in fact who signs the Bonds to commit the Distributor to the terms of the Bonds, and stating any limit in the amount for which the attorney can issue a single bond.

M. The Bonds shall remain in full force and effect during the term of this Agreement or any renewals or extensions of this Agreement and, if any of the Bonds should expire or otherwise be terminated during such time, the Distributor shall either renew the bond or obtain a new bond prior to the bond's expiration or termination. **IF, FOR ANY REASON, THE BONDS ARE NOT HONORED BY THE SURETY OR IF THE DISTRIBUTOR FAILS TO EITHER RENEW THE BONDS OR OBTAIN A NEW BOND PRIOR TO ITS EXPIRATION OR TERMINATION, THE DISTRIBUTOR SHALL, TO THE EXTENT ALLOWED UNDER TEXAS LAW, FULLY INDEMNIFY AND HOLD THE TAX ASSESSOR-COLLECTOR AND THE COUNTY HARMLESS OF AND FROM ANY COSTS, LOSSES, OBLIGATIONS, OR LIABILITIES THEY INCUR AS A RESULT.**

N. The Distributor agrees to submit weekly reports for the prior week's activities, which shall accurately set forth the number of Stickers sold, the number of Stickers voided, the number of Stickers missing, the Sticker series numbers issued, and any other information of which the Tax Assessor-Collector shall, from time to time, deem reasonably necessary (the "Weekly Reports"). The Weekly Reports shall be submitted on forms to be provided by the Tax Assessor-Collector and be in accordance with any written instructions of the Tax Assessor-Collector each week on **Monday at or before 11:00 a.m.** **If a Monday falls on a County holiday, the Weekly Reports shall be delivered at 11:00 a.m. on the next business day that is not a County holiday.** With each Weekly Report, the Distributor shall also simultaneously submit an ACH payment to the Tax Assessor-Collector for the total correct amount of all motor vehicle registration fees collected during the prior week. The Distributor's payment shall not include the Distributor's one dollar (\$1.00) per registration fee. **If a Monday falls on a County holiday, the Weekly Reports and payment shall be delivered to the Tax Assessor-Collector at or before 11:00 a.m. on the next business day that is not a County holiday.**

- O. The Distributor agrees to promptly and without delay correct, clarify, and resubmit in its entirety any report which is not in order and which does not balance or conform to the requirements of the Tax Assessor-Collector.
- P. The Distributor agrees to use and report all Stickers in numerical sequence and return all unused or damaged Stickers to the Tax Assessor-Collector in a timely fashion. Any missing Stickers that are not reported must be paid for by the Distributor at the value arrived at by the Tax Assessor-Collector for that period. Furthermore, the Distributor agrees to be fully responsible for any shortages that appear on the Weekly Reports.
- Q. The Distributor will have up to seven (7) business days to research and rectify any discrepancies that appear in any report required hereunder and to locate any missing or unaccounted for Stickers. If, within the said seven (7) days, the Distributor is unable to locate any missing or unaccounted for Stickers, the Distributor agrees to promptly pay for such missing and/or unaccounted for Stickers, as well as any shortages in fees.
- R. Distributor shall either transmit funds via ACH or issue a company check or money order (as agreed in advance by the parties) to the Tax Assessor-Collector for the full amount of fees due for each reporting period. Said ACH funds transfers or company check/money order shall not include the one dollar (\$1.00) processing fee Distributor charges and collects as compensation for providing services of issuance of Stickers. If, with seven (7) business days from the date payment is due, the Distributor fails to pay the Tax Assessor-Collector for any amount owing under this Agreement, the Tax Assessor-Collector may, in addition to seeking any other remedies available hereunder or under the law, suspend this Agreement and not issue any additional Stickers until such time that all sums owed are paid. Personal checks will not be accepted by the Tax Assessor-Collector as payment. Distributor may accept personal checks for the payment of fees and Stickers, but Distributor assumes all risk associated with accepting such form of payment. Distributor shall remain obligated to pay the Tax Assessor-Collector for all Stickers issued and all fees that Distributor is required to collect whether or not such amounts were, in fact, collected by Distributor.
- S. If Distributor is not a publicly traded entity, Distributor shall promptly report any changes in its ownership to the Tax Assessor-Collector. Distributor may not assign or transfer its interest in or obligations under this Agreement without the prior written consent of the Tax Assessor-Collector. If the Tax Assessor-Collector consents to the Distributor's assignment or transfer of interest, the Distributor's successor or assignee shall be required to execute a new agreement. Furthermore, in the event that the Tax Assessor-Collector consents to the Distributor's assignment or transfer of interest, an audit of any Stickers on hand shall be conducted and a final closing report shall be created and submitted by the Distributor to the Tax Assessor-Collector prior to the transfer of any interest or assignment. Any and all fees owing by the Distributor shall be tendered to the Tax Assessor-Collector prior to the Distributor's assignment or transfer of its interest in or obligations under this Agreement.
- T. The Distributor acknowledges that the Tax Assessor-Collector's records must be kept current at all times during this Agreement and that both the bonding company and the Tax

Assessor-Collector must be promptly advised of any changes that may affect the bond during the term of this Agreement.

- U. The Distributor agrees to promptly notify the Tax Assessor-Collector whenever an employee ceases to have approval of the Designated Liaison to access the Stickers. Whenever a Designated Liaison is replaced by another Designated Liaison, the new Designated Liaison must be deputized and bonded prior to assuming duties in relation to the subject matter of this Agreement.
- V. The Distributor agrees to provide the authorized representatives of the Tax Assessor-Collector, the Texas Department of Transportation, the Jefferson County Auditor's Office, and/or the County's outside audit firm, when necessary, reasonable access to the area wherein the Stickers are stored and sold, and provide the necessary assistance reasonably requested in auditing the Stickers.
- W. The Distributor is subject to audit by the Tax Assessor-Collector, the Jefferson County Auditor, the Texas Department of Transportation, the Comptroller of the State of Texas, and/or any Certified Public Accountant designated by any one or more of the same, at any time during normal business hours of the Distributor without prior notification, or at any other time or place in Jefferson County, Texas, as mutually agreed to by the parties, upon 24 hours notification. If the audit is to be conducted at any place other than the place(s) of business of the Distributor, as designated in the attached Exhibit A, the Distributor's Designated Liaison shall be present and shall make available, at the place of the audit, all Stickers, reports, forms, and/or any other information and documentation reasonably required by the above referenced offices and entities.
- X. If any audit or report of the Distributor discloses that any Stickers or funds are missing or are otherwise unaccounted for and Distributor is unable to cure such breach within seven (7) days of written notice from the Tax Assessor-Collector, the Tax Assessor-Collector shall be entitled to collect on the Bond(s) for payment and apply the proceeds there from against the actual damages incurred by the Tax Assessor-Collector or any of its agents, employees, or public officials. If this Agreement is terminated by the Tax Assessor-Collector for breach by the Distributor and the Distributor fails to return all Stickers or funds within twenty-four (24) hours, excluding weekends and holidays, after the Distributor's receipt of the Tax Assessor-Collector's notice of termination, the Tax Assessor-Collector shall be entitled to retain the entire proceeds of the Bond(s) as liquidated damages in addition to availing itself of any other remedies available hereunder or under the law.

## ARTICLE 2. TERM AND TERMINATION OF AGREEMENT

- A. Term. The term of this Agreement shall commence upon the Tax Assessor-Collector's receipt of both a fully executed original copy of this Agreement and the fully executed Bonds (the fully executed Bonds shall be accompanied by a Valid Power-of-Attorney issued by the surety company and attached, signed, and sealed with the corporate

embossed seal to the Bonds authorizing the attorney in fact who signs the Bonds to commit the Distributor to the terms of the Bonds, and stating any limit in the amount for which the attorney can issue a single bond); and shall continue for a period of one year. This Agreement shall automatically renew annually thereafter.

- B. Termination for Convenience. Either party may terminate this Agreement for convenience and without cause or further liability upon thirty (30) days written notice to the other party. Within seven (7) days after the date of termination, the Distributor shall return to the Tax Assessor-Collector all outstanding Stickers, full payment of all undisputed fees owed to the Tax Assessor-Collector, and a final report.
- C. Termination for Cause. If either party commits an Event of Breach (a breach of any of the covenants, terms and/or conditions of this Agreement), the non-breaching party shall deliver written notice of such Event of Breach to the breaching party. Such notice must specify the nature of the Event of Breach and inform the breaching party that, unless the Event of Breach is cured within seven (7) days of receipt of the written notice, additional steps may be taken to terminate this Agreement. If the breaching party does not cure the breach to the satisfaction of the other party within seven (7) days, the breaching party shall be deemed to be in breach and the non-breaching party may, in addition to seeking the remedies available hereunder and under the law, immediately terminate this Agreement.
  - 1. Termination due to Distributor's Breach. Upon termination of this Agreement by the Tax Assessor-Collector for breach by Distributor, the Distributor shall, at Distributor's sole expense and within 24 hours, excluding weekends and holidays, after Distributor's receipt of the Tax Assessor-Collector's notice of termination, return to the Tax Assessor-Collector all outstanding Stickers and full payment of all undisputed fees owed to the Tax Assessor-Collector, along with a final report.
  - 2. Termination due to Tax Assessor-Collector's Breach. Upon termination of this Agreement by the Distributor for breach by Tax Assessor-Collector, the Tax Assessor-Collector shall be obligated to pick up, at the sole expense of the Tax Assessor-Collector, all Stickers owed to the Tax Assessor-Collector within 24 hours, excluding weekends and holidays, after the Tax Assessor-Collector's receipt of the Distributor's notice of termination. Distributor shall remit payment of all undisputed fees owed to Tax Assessor-Collector through the date of termination via ACH.

### ARTICLE 3. MISCELLANEOUS PROVISIONS

- A. Venue and Governing Law. Each party to this Agreement hereby agrees and acknowledges that venue and jurisdiction of any suit, right, or cause of action arising out of or in connection with this Agreement shall lie exclusively in Jefferson County, Texas, and the parties hereto expressly consent and submit to such jurisdiction. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

B. Reclamation of Stickers. It is hereby acknowledged by Distributor that the Tax Assessor-Collector shall have the right to reclaim the Stickers at any time upon written notice during the term of this Agreement. Distributor shall provide a report of the number of stickers (including serial numbers) reclaimed by Tax Assessor-Collector at the time of such repossession.

C. Distributor's Breach. No breach by the Distributor shall be considered an insubstantial or immaterial breach. Furthermore, a breach of any obligation to be performed by the Distributor hereunder shall constitute a material breach of this Agreement and shall give the Tax Assessor-Collector the right to immediately terminate this Agreement, as set forth hereinabove, and, in addition to such termination right, the right to avail itself of any other remedies available hereunder or under the law.

D. Notice. Notice given pursuant to this Agreement shall be in writing and shall be given by United States certified or registered mail, postage prepaid, addressed to the appropriate party as set forth below:

TAX ASSESSOR-COLLECTOR: Jefferson County Tax Assessor Collector  
1149 Pearl St.  
Beaumont, Texas 77701

DISTRIBUTOR:

Kroger Texas LP  
19245 David Memorial Drive  
Shenandoah TX 77385

With a copy to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The person and address to which notices are to be given may be changed at any time upon written notice to the other party.

E. Severability. If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof, but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligation of the parties shall be construed and enforced in accordance therewith. The parties acknowledge that if any provision of this Agreement is

determined to be invalid or unenforceable, it is the desire and intention of each that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this Agreement and be deemed to be validated and enforceable.

- F. No Third Party Beneficiaries. This Agreement is for the sole and exclusive benefit of the parties hereto and nothing in this Agreement, express or implied, is intended to confer or shall be construed as conferring upon any other person any rights, remedies, or any other type or types of benefits. Further, the provisions of this Agreement are not intended to create, nor shall they be in any way construed to create a joint venture, a partnership, or any other similar relationship between the parties. The Distributor acknowledges that it is an independent contractor and that it will be acting as an independent contractor in performing its obligations under this Agreement.
- G. Compliance with Laws. Each party to this Agreement shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement.
- H. Incorporation of Exhibits. All of the Exhibits referred to in this Agreement are incorporated by reference as if set forth verbatim herein.
- I. No Waiver of Immunities. Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to the Distributor, Jefferson County, the Tax-Assessor Collector, and their past or present officers, employees, or agents, nor to create any legal rights or claim on behalf of any third party. Neither party waives, modifies, or alters to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.
- J. No Waiver. The failure or delay of any party to enforce at any time or any period of time any of the provisions of this Agreement shall not constitute a present or future waiver of such provisions nor the right of either party to enforce each and every provision. Furthermore, no term or provision hereof shall be deemed waived and no breach excused unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether expressed or implied, shall not constitute consent to, waiver of, or excuse for any other, different, or subsequent breach.
- K. Force Majeure. If the party obligated to perform is prevented from performance by an act of war, order of legal authority, act of God, or other unavoidable cause not attributable to the fault or negligence of said party, the other party shall grant such party relief from the performance of this Agreement. The burden of proof for the need of such relief shall rest upon the party obligated to perform. To obtain release based on force majeure, the party obligated to perform shall file a written request with the other party.

L. **INDEMNIFICATION.** TO THE EXTENT ALLOWED UNDER TEXAS LAW, DISTRIBUTOR SHALL INDEMNIFY, DEFEND, PROTECT, AND SAVE HARMLESS JEFFERSON COUNTY AND THE JEFFERSON COUNTY TAX ASSESSOR-COLLECTOR AND THEIR OFFICIALS, EMPLOYEES, AGENTS, INSURERS, AND AGENTS' EMPLOYEES FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LIABILITY, LOSS, DAMAGE, REASONABLE ATTORNEY'S FEES, COSTS, AND EXPENSES (INCLUDING, BUT NOT LIMITED TO EXPENSES RELATED TO EXPERT WITNESSES) OF ANY KIND WHATSOEVER, INCLUDING BUT NOT LIMITED TO THOSE ARISING FROM ANY INTENTIONAL ACT OR NEGLIGENT ACT, ERROR, OR OMISSION OF DISTRIBUTOR OR ANY OF ITS EMPLOYEES AND/OR ITS AGENTS AND AGENTS' EMPLOYEES IN CONNECTION WITH THE PERFORMANCE OF THIS AGREEMENT.

M. **Entire Agreement.** This Agreement, and the Exhibits incorporated herein under Paragraph 3.H above, represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either oral or written. This Agreement may be amended only by written instrument signed by each party to this Agreement.

Executed this 31<sup>st</sup> day of August, 20 15.

Name of Distributor: Kroger Texas LP

Address: 19245 David Memorial Drive, Shenandoah, TX 77385

Signature: Kristin Krueger

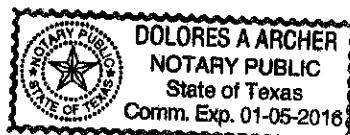
Printed Name: Kristin Krueger

Title: Division CFO

Subscribed and sworn to before me this 31<sup>st</sup> day of August, 20 15.

Dolores A. Archer

Notary Public, State of Texas



\_\_\_\_\_  
By: Jefferson County

\_\_\_\_\_  
Jefferson County

Subscribed and sworn to before me this 8<sup>th</sup> day of September, 2015.

LoMA C. GEORGE  
Notary Public, State of Texas

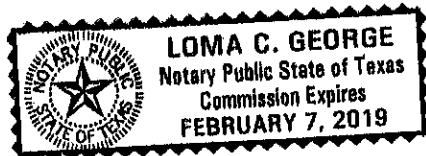


EXHIBIT "A"

A. Business Locations:

|    | Location: | Corp # | Address:         |
|----|-----------|--------|------------------|
| 1  | Kroger    | 325    | 3965 Dowlen Rd   |
| 2  | Kroger    | 328    | 3845 Phelan Blvd |
| 3  |           |        |                  |
| 4  |           |        |                  |
| 5  |           |        |                  |
| 6  |           |        |                  |
| 7  |           |        |                  |
| 8  |           |        |                  |
| 9  |           |        |                  |
| 10 |           |        |                  |
| 11 |           |        |                  |
| 12 |           |        |                  |
| 13 |           |        |                  |

B. Surety Bond Amount:

\$50,000 / store

**Regular, September 14, 2015**

There being no further business to come before the Court at this time, same is now here adjourned on this date, September 14, 2015