

Tom Green County Commissioners' Court

September 23, 2003

The Commissioners' Court of Tom Green County, Texas, met in Regular Session September 23, 2003 in the Edd B. Keyes Building, with the following members present:

Clayton Friend, Commissioner of Precinct #1
Karl Bookter, Commissioner of Precinct #2 (Arrived during the 5th Agenda item)
Jodie R. Weeks, Commissioner of Precinct #3
Richard Easingwood, Commissioner of Precinct #4
Michael D. Brown, County Judge

County Judge, Mike Brown, called the meeting to order at 8:03 AM.

The Pledge of Allegiance to the United States and the Texas flags were recited.

David Smith, Senior Pastor of Word of Life Assembly of God Church, offered the invocation.

4. Commissioner Weeks moved to approve the Consent Agenda as presented.

Commissioner Friend seconded the motion. The following items were presented:

- A. Approved the minutes from an Emergency Meeting, August 27th, 2003; a Special Meeting, September 4th, 2003; the last Regular meeting on September 9th, 2003; a Special Staff Meeting, September 11, 2003; a Grievance Committee Meeting, September 11, 2003; a Special Meeting, September 17th, 2003; and another Special Meeting, September 19th, 2003.
- B. Approved the Minutes of the Accounts Allowable from September 10 - 16, 2003 in the amount of \$1,058,271.45 and from September 17 - 23, 2003 in the amount of \$226,373.00 for a combined total of \$1,284,644.45. Purchase Orders from September 8 -12, 2003 in the amount of \$11,286.48 and from September 15 - 19, 2003 in the amount of \$17,205.30 for a combined total of \$28,491.78.
- C. Accepted Personnel Actions as presented:

The following salary expenditures are being presented for your *Approval*:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTION</u>	<u>EFF. DATE</u>	<u>GRADE /STEP</u>	<u>SALARY</u>
MENDOZA, Maria S.	County Clerk	New Hire	10/01/03	10/1	\$ 634.29 S/M
ROBERTSON, H. Marie	County Clerk	Promotion	10/01/03	16/1	\$ 852.90 S/M
CHANDLER, Jeffrey D.	District Attorney (013)	New Hire	10/01/03	N/A	\$1,793.75 S/M
TAYLOR, Gwen D.	District Attorney (023)	New Hire	10/01/03	GRANT	\$ 812.50 S/M
GOODMAN, Stephanie A.	District Attorney (023)	Salary Increase	09/01/03	GRANT	\$2,160.34 S/M
GOODMAN, Stephanie A.	District Attorney (022)	Promotion/Transfer	09/16/03	GRANT	\$2,405.85 S/M
HARRIS, Mike L.	District Attorney (024)	Salary Increase	09/01/03	GRANT	\$1,333.00 S/M
PATRICK, Tracey J.	District Attorney (031)	Salary Increase	09/01/03	GRANT	\$ 962.50 S/M
SPAETH, Tonya K.	District Attorney (023)	Promotion/Transfer	09/16/03	GRANT	\$2,160.34 S/M
SPAETH, Tonya K.	District Attorney (023)	Salary Increase	10/01/03	GRANT	\$2,214.35 S/M
WILLIAMS, Allison L.	District Attorney (013)	Promotion/Transfer	09/16/03	GRANT	\$2,465.68 S/M
WILLIAMS, Allison L.	District Attorney (013)	Salary Increase	10/01/03	N/A	\$2,527.33 S/M
DUNLAP, Anita I.	Indigent Health	Salary Increase	10/01/03	22/1	\$1,147.97 S/M
ELKINS, Anjanette M.	Indigent Health	Promotion	10/01/03	15/1	\$ 811.97 S/M
LANCASTER, Jody M.	Information Technology	New Hire	09/22/03	P/T	\$ 7.50 /HR
ROBINSON, Josefina	Jail	Promotion	09/16/03	N/A	\$1,153.28 S/M
GARCIA, Dora	Juvenile Detention	Salary Correction	10/01/03	N/A	\$ 862.38 S/M
GONZALES, Norma (Veda)	Juvenile Detention	New Hire	09/15/03	N/A	\$ 5.50 /HR
GUTIERREZ, Anjelica A.	Juvenile Detention	New Hire	09/15/03	N/A	\$ 5.50 /HR
LUNA, Adriana M.	Juvenile Detention	New Hire	09/15/03	N/A	\$ 5.50 /HR
SHINN, Tatyana M.	Library	New Hire	09/18/03	P/T	\$ 6.30 /HR
SPURLOCK, Stephanie L.	Library	New Hire	09/22/03	P/T	\$ 5.55 /HR
BAILEY, Jim W.	RKR	New Hire	09/24/03	Stand-by	\$ 7.50 /HR
PINCHBACK, Johnny M.	RKR	New Hire	09/24/03	Stand-by	\$ 7.50 /HR
SKELTON, Gordon S.	RKR	New Hire	09/24/03	Stand-by	\$ 7.50 /HR
PETERSON, Rosemary	Sheriff	Promotion	09/16/03	14/1	\$ 773.21 S/M
LATHAM, Kimberly L.	Sheriff	New Hire	09/16/03	12/1	\$ 699.98 S/M
GUEVARA, Paulo	Solid Waste	Transfer/Salary Inc.	10/01/03	N/A	\$ 6.15 /HR
LOPEZ, Abel L.	Solid Waste	Transfer/Salary Inc.	10/01/03	N/A	\$ 6.15 /HR
LOPEZ, Richard A.	Solid Waste	Transfer/Salary Inc.	10/01/03	N/A	\$ 6.15 /HR
MENDEZ, Gabriel	Solid Waste	Transfer/Salary Inc.	10/01/03	N/A	\$ 6.45 /HR
TILLEY, Jerry D.	Solid Waste	Transfer/Salary Inc.	10/01/03	N/A	\$ 6.70 /HR

*See Attachment (Part-Time Increases for FY 2004 – Revised

The following personnel actions are presented for *Acknowledgement* and as a matter of record:

<u>NAME</u>	<u>DEPARTMENT</u>	<u>ACTION</u>	<u>EFF. DATE</u>	<u>GRADE /STEP</u>	<u>SALARY</u>
LIMON, Ruben C.	Bldg Maintenance	Resignation	09/19/03	13/1	\$ 735.52 S/M
WHITFORD, Linda J.	County Clerk	Resignation	09/30/03	16/6	\$ 964.89 S/M
CLANTON, Paula H.	District Court	Retirement	09/30/03	N/A	\$2,053.43 S/M
COCHRAN, Mary E.	Jail	Resignation	06/30/03	Temp	\$ 10.00 /HR
GARCIA, Eric	Jail	Resignation	09/30/03	18/1	\$ 942.28 S/M
FLOYD, Stephen C.	Justice of the Peace #3	Resignation	09/22/03	N/A	\$1,273.35 S/M
EMLER, John	Juvenile Detention	Dropped	08/31/03	Stand-By	\$ 5.50 /HR
GONZALES, Jenee	Juvenile Detention	Dropped	08/31/03	Stand-By	\$ 5.50 /HR
HARO Jr., Guillermo	Library	Resignation	09/19/03	P/T	\$ 5.55 /HR
VEGA, Andrew	RKR	Resignation	09/19/03	Stand-By	\$ 7.50 /HR
CABRAL, Delia R.	Sheriff	Resignation	09/19/03	P/T	\$ 6.00 /HR
DOYLE, Ryan L.	CRTC (235)	New Hire	09/17/03	N/A	\$ 751.42 S/M

PART-TIME EMPLOYEES
Hourly Wage
Effective 10/01/03 FY 2004
(REVISED)

Department	Employee Name	Present Salary	Salary w/2.5% Inc.
County Attorney	Sylvia Cervantes	\$6.30	\$6.45
District Attorney	Gregory Alexander	\$6.30	\$6.45
Elections	Joan Benton	\$6.30	\$6.45
Extension	Angela Bumann	\$6.25	\$6.40
Housekeeping	Alvina R. Garza	\$5.45	\$5.60
Housekeeping	Carmen Rodriguez	\$5.45	\$5.60
Housekeeping	Bill Torres	\$5.30	\$5.45
Housekeeping	Julian Suarez	\$5.30	\$5.45
Housekeeping	Maria L. Hawkins	\$5.30	\$5.45
Housekeeping	Antonio Garcia	\$5.45	\$5.60
Juvenile Detention	All	\$5.50	\$7.50
Library	Alexis V. Barron	\$5.55	\$5.70
Library	Mirabel Capuchina	\$6.30	\$6.45
Library	Mary Clark	\$5.55	\$5.70
Library	Charles Geller	\$5.55	\$5.70
Library	Holly Green	\$5.45	\$5.60
Library	Julie Hernandez	\$6.30	\$6.45
Library	Christina E. Knight	\$6.30	\$6.45
Library	Donna B. Lee	\$5.55	\$5.70
Library	Susan L. Miller	\$5.45	\$5.60
Library	Jesus D. Ramos	\$5.45	\$5.60
Library	Mary Ann Sheppard	\$5.55	\$5.70
Library	Ida Jean Sumerix	\$5.55	\$5.70
Library	Gloria Zamudio	\$5.55	\$5.70
Library	Karen K. Jackson	\$6.30	\$6.45
Library	Christian Flanders	\$5.45	\$5.60
Library	Tatyana Shinn	\$6.30	\$6.45
Library	Stephanie Spurlock	\$5.55	\$5.70
RKR	All	\$7.50	\$7.50
Treasurer	Gloria P. Mata	\$6.00	\$6.15

- **All salaries recorded with these minutes as presented by the County Treasurer.
- D. Accepted the August 2003, Solid Waste Report at presented. (Recorded with these minutes.)
 - E. Accepted the Extension Service Monthly Schedule of Travel as a matter of record. (Recorded with these minutes.)
 - F. Accepted the Indigent Health Care Monthly Report for August 2003, as a matter of record. (Recorded with these minutes.)

Judge Brown, Commissioners Friend, Weeks and Easingwood voted in favor of the motion. Commissioner Bookter was absent for the vote.

- 5. Becky Harris, Director, reported that there are currently 25 residents at the Roy K. Robb Post Adjudication Center. They have referrals coming from Andrews, Lubbock, Dawson and Midland. **No action was taken.** (Report recorded with these minutes.) Commissioner Bookter now present.

6. **Judge Brown moved to set the second and fourth Tuesday of each month for the Regular Commissioners' Court Meetings to begin at 8:30 AM. Commissioner Weeks seconded the motion and all voted in favor.**
7. Judge Brown announced that effective at 11:59 PM on September 22, 2003, Judge Steve Floyd had tendered his resignation and the following individuals had expressed an interest in being appointed to fill the unexpired term of Justice of the Peace for Precinct #3: Louis Hargraves, Gene Hargraves (Disqualified—lives in Precinct #4) and Fred Buck. After each gentleman were allowed to introduce themselves and state their qualifications and reasons for seeking the job, **Judge Brown recessed the Open Meeting to go into Closed Executive Session at 8:22 AM. Judge Brown reconvened the Regular Open Meeting of the Commissioners' Court at 8:42 AM and announced there would be action taken from the Closed Executive Session.**

Commissioner Weeks moved that the unexpired term of Steve Floyd, Justice of the Peace for Precinct #3, be filled by appointing Fred Buck as his replacement for the remainder of the term at the approved budgeted amount for 2003 and 2004. Commissioner Friend seconded the motion and all voted in favor.

Commissioner Easingwood read a letter from a retired couple from Tom Green County who wished to express their appreciation to **Karl Braden** for his kindness in stopping and helping them change a flat tire out on US Hwy 87 near Vancourt. Commissioners Easingwood and Bookter presented a certificate of appreciation to Karl Braden on behalf of the couple that wrote the letter.

8. **Judge Brown moved to approve the certification that Shannon West Texas Memorial Hospital and Shannon West Texas Memorial Hospital Pharmacy is under contract to provide Health Care Services to low income individuals in order to meet eligibility requirements for a disproportionate share hospital to buy discounted outpatient drugs under Section 340B of the Public Health Service Act. Commissioner Friend seconded the motion and all voted in favor. (Recorded with these minutes.)**
9. Dale Gattis, ARAMARK Food Service, addressed the Court regarding the cost for higher calorie meals for the TDC work crew housed at the State School in Carlsbad. He advised the Court that the meals would cost from \$1.61 on the low end of the scale to \$2.01 on the high end of the scale because of the different requirements for those menus. Keith Davis will be preparing a new amendment for the food contract, which will replace the previous amendment #4. Warden Young and Captain Minnicks were also present.

Commissioner Easingwood moved to accept the changes in the ARAMARK Food Service Contract, rescinding Amendment #4 with a new amendment acknowledging a change for 3800 calorie meals for the out take program of the TDC work crew located at the State School in Carlsbad, at a cost on a sliding scale from \$1.61 to \$2.01 to be effective October 1, 2003 and authorize the County Judge to sign the amended contract. Judge Brown seconded the motion and all voted in favor. (Recorded with these minutes.)
11. **Judge Brown moved to adopt the same Sheriff's and Constable's fees for FY 2004 as for FY 2003 pursuant to 118.131 of the Government Code. Commissioner Friend seconded the motion and all voted in favor.**
12. **Judge Brown moved to revise the "Resolution to Authorize the County Judge to Apply to the Office of the Governor, Criminal Justice Division, for a Grant to Continue the Crisis Intervention Unit". Commissioner Easingwood seconded the motion and all voted in favor. (Recorded with these minutes.)**

13. **Commissioner Weeks moved to accept the Victims of Crime Act Grant award in the amount of \$9,189.00 for the grant period July 1, 2003 through August 31, 2003 for the Sheriff's Crisis Intervention Unit. Commissioner Friend seconded the motion and all voted in favor. (Recorded with these minutes.)**
14. **Commissioner Easingwood moved to allocate the 50/50 matching funds for the Safe and Sober STEP Grant Program as budgeted and authorize the Judge to sign all necessary documentation. (Recorded with these minutes.)**
15. **Judge Brown moved to adopt an agreement between Texas Tech University Health Sciences Center and the County of Tom Green, Texas to perform autopsy Services as requested by the proper authorities. Commissioner Easingwood seconded the motion and all voted in favor. (Recorded with these minutes.)**
16. **Judge Brown moved to adopt an agreement to pay County employees \$7.46 per hour plus time and a half for overtime when dealing with or transporting prisoners for the Bureau of Prisons. Commissioner Weeks seconded the motion and all voted in favor.**
17. **Judge Brown moved to adopt a Proclamation declaring the month of October, "Czech Heritage Month" in Tom Green County and commemorates the contributions of Czech culture to Tom Green County and the great state of Texas. Commissioner Easingwood seconded the motion and all voted in favor. (Recorded with these minutes.)**
18. **Judge Brown moved for the sale of a confiscated pickup, from the Sheriff's Department to the County Shop, in the amount of \$8600.00 with funds taken from various budgeted line items in the County Shop's budget and proceeds of sale being utilized by the Sheriff's Department.**
19. **Commissioner Friend moved to authorize the sale of a 10-foot strip of land located in northeast Tom Green County in Survey #5842 Whitesell-Brandon Subdivision to the adjacent landowners at the proportionate fee of \$350.00 per acre. Commissioner Weeks seconded the motion and all voted in favor.**
20. **Judge Brown recessed the Regular Commissioners' Court Meeting for the purpose of an Open Public Hearing to discuss the proposed Archive Plan for SB 1731 at 9:25 AM.**

There was no public comment.
21. **The Regular meeting was reconvened at 9:26 AM.**
22. **Judge Brown moved to set the SB 1731 archive fee at \$5.00 and approve the archive fee plan as presented. (Recorded with these minutes.)**
23. **No action** taken in regard to the Tom Green County Subdivision and Manufactured Home Community Rules and Regulations.
24. There were no line item transfers.
25. **Future Agenda Items.**
 1. Consider appointment of Constable for Precinct #3.
 2. Consider setting policies for salaries of entry level elected and appointed officials.
 3. Consider the use of Paramedics in lieu of available nurses for the jail.
10. **Commissioner Weeks moved to fill the nurse vacancy at the Jail with paramedics and or medical assistants as needed, under Dr. Mendoza's**

authority with payment from nurse’s line item. There was no second to the motion.

Commissioner Weeks withdrew his motion and moved to table the issue until the next Commissioners’ Court to be held September 30, 2003. Judge Brown seconded the motion and all voted in favor.

26. Announcements:

- 1. There will be a special Commissioners’ Court Meeting Tuesday, September 30, 2003 at 2:00 PM.
- 2. Commissioner Friend announced that he would not be seeking another term as Commissioner for Precinct #1.
- 3. The next regularly scheduled meeting of the Court will be October 14, 2003.
- 4. **There is a reception following the meeting for retiring Judge Steve Floyd.**

The meeting was adjourned at 9:40 AM.

Michael D. Brown, County Judge

Elizabeth McGill, County Clerk and
Ex-officio Clerk of the Commissioners’ Court

AUGUST 2003
FY 2003 TGC SOLID WASTE REPORT
9/23/2003

WALL

DATE	9-10am	10-11am	11-12am	12-1pm	TOTAL	CUSTOMERS				
AUG 2	0	0	0	0	0	0				
AUG 9	0	0	0	0	0	0				
AUG 16	0	0	0	0	0	0				
AUG 23	1/\$10	0	0	0	0	0				
AUG 30	0	1/\$10	0	0	\$10	1				
Salary (\$6.15 hr)					WALL	AUG 02	AUG 2003	FY '03 TO DATE	SAME PERIOD FY02	
Duncan Disposal					Expense	-\$330.98	-\$373.13	-\$3,654.95	-\$3,846.62	
Reliant Acct. 2385599 METER # 96328571					Revenue	<u>\$80.00</u>	<u>\$10.00</u>	<u>\$600.00</u>	<u>\$980.00</u>	
Cellular Phone					Loss	-\$250.98	-\$363.13	-\$3,054.95	-\$2,866.62	
Mrs. Its (land)										
Total Expense									(\$373.13)	

CHRISTOVAL

DATE	11-12	12-1	1-2	2-3	3-4	4-5	TOTAL	Customers	
AUG 2	0	1/20	1/10	1/10	0	0	\$40	3	
AUG 9	0	0	0	1/20	1/10	0	\$30	2	
AUG 16	1/40	1/40	0	0	0	1/10	\$90	3	
AUG 23	1/20	0	0	0	1/20	1/30	\$70	2	
AUG 30	2/\$30	0	0	1/\$20	0	1/\$40	\$90	4	
Salary (\$6.15 hr)		-\$184.50		CHRISTOVAL	AUG 02	AUG 2003		FY '03 TO DATE	SAME PERIOD FY02
Duncan Disposal		-\$326.58		EXPENSE	-\$910.97	-\$542.90		-\$5,321.02	-\$5,847.60
Reliant Acct # 2385566 Meter #84866129		\$13.87		REVENUE	<u>\$452.00</u>	<u>\$320.00</u>		<u>\$2,674.00</u>	<u>\$3,374.00</u>
Cellular Phone		-\$17.95		LOSS	-\$458.97	-\$222.90		-\$2,647.02	-\$2,473.60
Total Expense		(\$542.90)							

GRAPE CREEK

DATE	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-5	TOTAL	Customers	
AUG 2	4/77	2/40	3/67	0	2/40	2/20	1/10	0	\$254	14	
AUG 9	4/60	2/40	2/20	1/10	0	2/20	0	1/10	\$160	12	
AUG 16	3/30	6/90	2/20	1/10	1/10	2/20	1/20	2/20	\$220	18	
AUG 23	2/57	2/30	0	1/10	2/40	1/27	2/30	1/10	\$184	11	
AUG 30	1/\$10	3/\$40	0	1/\$20	0	2/\$37	0	0	\$107	7	
Salary (\$6.15 hr)	\$-276.75			GRAPE CREEK			AUG 02	AUG 2003	FY '03 TO DATE	SAME PERIOD FY02	
Duncan Disposal	\$-1,280.53			Expense			-\$1,598.35	-\$1,598.35	-\$19,654.97	-\$22,724.43	
Reliant Acct. #2385605 Meter #21072528	\$23.12			Revenue			<u>\$1,285.00</u>	<u>\$925.00</u>	<u>\$8,922.00</u>	<u>\$11,860.00</u>	
Cellular Phone	<u>\$- 17.95</u>			LOSS			-\$357.04	-\$673.35	-\$10,732.97	-\$10,864.43	
Total Expense	\$-1,598.35										

AUG 2003 SOLID WASTE COMPARISONS

	AUG 2002	AUG 2003	FY2003 TO DATE	SAME PERIOD FY02
EXPENSES	-\$2,883.99	-\$2,514.38	-\$28,630.94	-\$32,418.65
REVENUE	<u>\$1,817.00</u>	<u>\$1,255.00</u>	<u>\$12,196.00</u>	<u>\$16,214.00</u>
LOSS TO DATE	-\$1,066.99	-\$1,259.38	-\$16,434.94	-\$16,204.65

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME: John Begnaud	TITLE: CEA- Horticulture
COUNTY: Tom Green	MONTH: August 2003

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
8/3-5	Extension Horticulture Meeting - San Antonio	456		
8/6,8,13,20	San Angelo Home Visits	311		
8/18,28	Orchard Crop Survey	216		
8/19	Native Plant Location	71		
8/7,14,21,28	Television	93		
8/25	Extension Retirement, Test Planting	184		
8/26	Howard County Program	178		
8/29	Landscape Evaluation	195		
GRAND TOTAL OF MILEAGE, MEALS & LODGING		1704		0

Other expenses (list) _____

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME: Marvin Ensor	TITLE: CEA - Ag.
COUNTY: Tom Green	MONTH: August 2003

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
8/1	Administrative Meetings, College Station			
8/4	Office Meeting			
8/5	Annual Leave			
8/6	Select Meat Goat Projects for 4-Hers Christoval	75		
8/7	EPC Executive Board Educational Program			
8/8	Supervised 4-H Livestock project	142		
8/10	Attend TGC 4-H Banquet			
8/11-15	Conference with various Departments, Texas A&M University			
8/18	Office Meeting			
8/19	Irrigation Demonstration Project, Veribest	48		
8/20	Consultation with local news media			
8/21	Supervised 4-H Livestock Project	167		
8/22	Ag Newsletter			
8/25	Office Meeting			
8/26	Met with Commissioner Court			
8/27	4-H Building Committee Meeting	24		
	"Quality Counts" teleconference			
8/29	Attended West Region Program Retreat			
GRAND TOTAL OF MILEAGE, MEALS & LODGING		456		0

Other expenses (list)_____

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TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME: BRANDON ASBILL	TITLE: CEA-4-H
COUNTY: Tom Green	MONTH: August 2003

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
8/1	Adobe Signs and T-shirts	8		
8/3	Prepare for Air Force 4-H 101	8		
8/4-8	Mathis Field	15		
8/10	4-H Awards Banquet at Concho Pavilion	34		
8/11	GAFB- travel reimb.	6		
8/12	Boys and Girls Club	6		
8/12	Silver Clover Banquet	6		
8/21	Mayfield Paper Co. and Dist. Office	23		
8/23	Dist Adult Leaders mtg- Dist Office	23		
8/24	Marvin's send off party	11		
8/25	County Trailer at Marvin's house	30		
8/26	Wall Ag Boosters and Baxter's project visit	58		
8/27	Taylor little project visit	15		
8/27	Crossroads Rest.- 4-H building committee mtg	5		
8/27	Swize- project visit	31		
GRAND TOTAL OF MILEAGE, MEALS & LODGING		279	0	0

Other expenses (list) Personal cell phone usage- 40 min @ \$.40/ min= \$16.00

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

TEXAS AGRICULTURAL EXTENSION SERVICE
The Texas A&M University System

MONTHLY SCHEDULE OF TRAVEL AND COUNTY COMMISSIONERS COURT REPORT

NAME: Kelly L. Ahrens	TITLE: CEA-FCS
COUNTY: Tom Green	MONTH: August 2003

DATE	MAJOR ACTIVITIES SINCE LAST REPORT	MILES	MEALS	LODGING
8/01	BSSF Program, Office errands	18		
8/04	Diabetes Program, Santa Fe Crossing Center Meeting	20		
8/10	4H Achievement Banquet	15		
8/11	Diabetes Program, Program Supplies	35		
8/12	BLT Program, Silver Clover Banquet, Christoval EEA	64		
8/13	Santa Fe Crossing Program, Christian Village Meeting	20		
8/14	Alta Loma Senior Center, Shannon Medical Center, Veribest EEA	50		
8/15	BSSF Program, Goodfellow AFB	25		
8/18	Diabetes Program, Wall EEA	52		
8/19	BLT Program, Southside Boys and Girls Club	20		
8/20	Adult Day Care Program, Supplies	25		
8/21	EEA Yearbook Meeting, NQB Committee Meeting, TTVN-DO	24		
8/22	Goodfellow AFB, BSSF Program	25		
8/23	4-H Adult Leaders Forum-DO	16		
8/26	BLT Program, Program Supplies, Grape Creek EEA	48		
8/27	EEA Rally Day Committee Meeting, Program Supplies	25		
28-29	Senior Companion Conference-Austin	465		
		947		

Other expenses (list)_____

I hereby certify this is a true and correct report of activities, travel and other expenses incurred by me in performance of official duties for the month shown.

DATE: September 2, 2003		NAME: Kelly L. Ahrens		
CURRENT MONTHS CONTACTS				
TELEPHONE	OFFICE	SITE CONTACTS	NEWS ARTICLES	NEWSLETTERS
87	55	407	2=160,000	467
RADIO	TELEVISION	MAIL/EMAIL	PROGRAMS	TOTAL
		39	18=189	161,055

MAJOR PLANS FOR NEXT MONTH: September 2003	
DATE	ACTIVITY
9/01	Labor Day Holiday
9/10	EEA Association and Leader Training, BLT Quarterly Meeting-District Office
9/11	Grape Creek EEA Meeting, Diabetes Group Program
9/12	West Region Meeting
9/17	Santa Fe Crossing Program, Adult Day Care Program
9/19	BSSF Program
9/23	Woman's Auxiliary Program
9/25	Food Protection Management Class
9/26	BSSF Program
9/29	Food Protection Management Class

CIHCP MONTHLY FINANCIAL/ACTIVITY REPORT

County Name TOM GREEN COUNTY

Report for the Month/Year of AUGUST, 2003

I. Application/Case Data

	Cases	Persons
Applications Approved During Report Month	22	22
Applications Denied During Report Month	39	39

II. Creditable Expenditures During Report Month

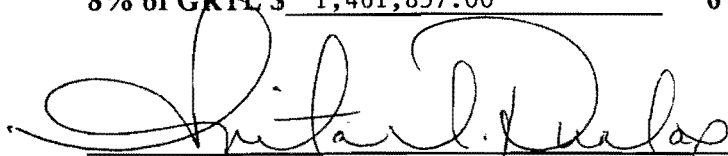
Physicians Services	1. 22,803.74	
Prescription Drugs	2. 889.49	
Hospital, Inpatient Services	3. 50,192.30	
Hospital, Outpatient Services	4. 43,913.87	
Laboratory/X-Ray Services	5. 4,671.48	
Skilled Nursing Facility Services	6. -0-	
Family Planning Services	7. -0-	
Rural Health Clinic Services	8. -0-	
State Hospital Contracts	9. -0-	
Optional Services	10. 8,470.37	
Total Expenditures (Add #1 - #10)		11. 130,941.25
Reimbursements Received	12. (6,252.99)	
6% Case Review Findings (\$ in error)	13. (0-	
Total to be deducted (Add #12 + #13)		14. (6,252.99)
Credit to State Assistance Eligibility/Reimbursement (#11 minus #14)	15.	124,688.26

STATE FICAL YEAR (September 1 – August 31) TOTAL \$ 925,307.06

General Revenue Tax Levy (GRTL) \$ 18,273,209.00

8% of GRTL \$ 1,461,857.00

6% of GRTL \$ 1,096,393.00


Signature of Person Submitting Report

9-5-03
Date

Print Name and Title Anita Dunlap, TGC Indigent Health Care Administrator

**Roy K. Robb Post-Adjudication Facility
Report
September 23, 2003**

♦ **Population--25**

♦ **Referrals--4**

♦ **Midland--1**

♦ **Dawson--1**

♦ **Lubbock--1**

♦ **Andrews--1**

♦ **Training on new TJPC Standards beginning**

Attachment B

CERTIFICATION BY APPROPRIATE OR LOCAL GOVERNMENT OFFICIAL THAT SHANNON WEST TEXAS MEMORIAL HOSPITAL AND SHANNON WEST TEXAS MEMORIAL HOSPITAL PHARMACY IS UNDER CONTRACT TO PROVIDE HEALTH CARE SERVICES TO LOW INCOME INDIVIDUALS.

In order to meet eligibility requirements for a disproportionate share hospital to buy discounted outpatient drugs under Section 340B of the Public Health Service Act, this certification must be filled out and returned to the Office of Pharmacy Affairs

SHANNON WEST TEXAS MEMORIAL HOSPITAL
Disproportionate Share Hospital

San Angelo
City

Texas
State

Rosanne Austin
Contact

Director of Pharmacy
Title

(325)657-5123
Phone Number

Shannon West Texas Memorial Hospital Pharmacy
Disproportionate Share Hospital Pharmacy

San Angelo
City

Texas
State

Rosanne Austin
Contact

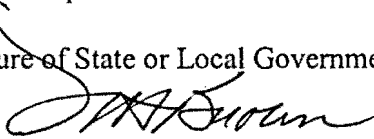
Director of Pharmacy
Title

(325)657-5123
Phone Number

I certify the contracts between Tom Green County and Shannon West Texas Memorial Hospital and Shannon West Texas Memorial Hospital Pharmacy and Tom Green County are in the public interest in providing health care services to low income individuals who are not entitled to benefits under

Title XVII, or eligible for assistance under the State plan under Title XIX of the Social Security Act. To the best of my knowledge, the disproportionate share hospital and the disproportionate share hospital pharmacy are accepting no reimbursement or considerably less than the full reimbursement for services provided.

Signature of State or Local Government Official



Date: 9-23-03

Michael D. Brown
Name

County Judge
Tom Green County
Title and Organization

122 West Harris
San Angelo, Texas 76903
Address

(325)653-3318
Phone Number

OPA Mailing Address and Telephone Number:
Office of Pharmacy Affairs
4350 Ease West Highway, Room 9-3D3
Bethesda, Maryland 20814
(301)594-4353 Office
(301)594-4982 Fax

**RESOLUTION TO AUTHORIZE THE
COUNTY JUDGE TO APPLY TO THE
OFFICE OF THE GOVERNOR,
CRIMINAL JUSTICE DIVISION,
FOR A GRANT TO CONTINUE THE
CRISIS INTERVENTION UNIT**

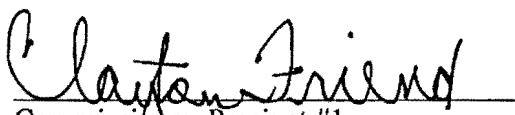
WHEREAS, Tom Green County Judge has filed a grant application with the Criminal Justice Division of the Governor's Office, State of Texas, for funding in the amount of \$9,189 in order to continue a Crisis Intervention Unit, and

WHEREAS, Tom Green County has agreed to contribute the total of \$2,297 in matching funds if the resolution is adopted and the application is approved, and

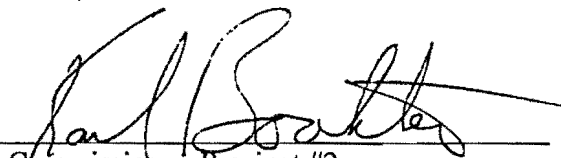
WHEREAS, Tom Green County agrees to accept the responsibility to adhere to all the grant regulations and guidelines, and if found in violation, the Tom Green County Commissioners' Court assures that the funds will be returned to the Criminal Justice Division in full.

NOW, THEREFORE, BE IT RESOLVED, the Tom Green County Commissioners' Court does hereby authorize the Tom Green County Judge the power to apply for, accept, reject, alter or terminate a grant from the Criminal Justice Division of the Office of the Governor for the Sheriff's Crisis Intervention Unit, and additionally appoint the Tom Green County Sheriff as the official project director to act in connection with the grant.

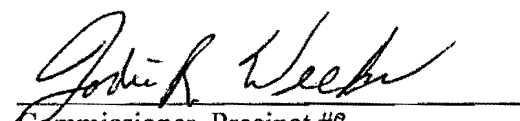
ADOPTED this the 23rd day of September, 2003.



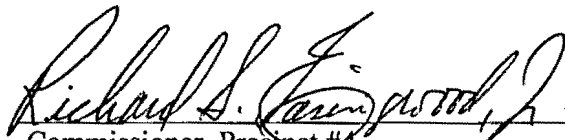
Commissioner, Precinct #1
Clayton Friend



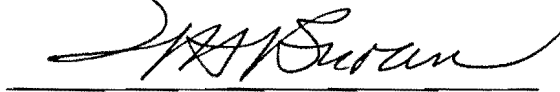
Commissioner, Precinct #2
Karl Bookter



Commissioner, Precinct #3
Jodie Weeks



Commissioner, Precinct #4
Richard Easingwood



County Judge, Michael D. Brown

**OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
STATEMENT OF GRANT AWARD**

Grant Number: VA-03-V30-14052-04
Grantee Name: Tom Green County
Project Title: Sheriff's Office Crisis Intervention
Grant Period: 07/01/2003 - 08/31/2003
Program Fund: VA-Victims of Crime Act (VOCA)

CJD Award:	\$9,189
Grantee Cash Match:	\$1,866
Grantee In-Kind Match:	\$431
Total Project Cost:	\$11,486

The Governor's Criminal Justice Division (CJD) has awarded the above-referenced grant. The approved budget is reflected in the attached Budget Summary. This grant is subject to and conditioned upon acceptance of the Governor's Criminal Justice Division's rules in Title I, Part I, Chapter 3, Texas Administrative Code. Applicable special conditions are cited below. By signing and submitting the Grantee Acceptance Notice to CJD, the grant officials accept the responsibility for the grant project and certify their agreement to the conditions of grant funding.

Required Attachments:

Resolution

Please resubmit. The resolution authorizes the County Judge to "apply to the Office of the Governor for a grant..." This statement only authorizes the County Judge to apply for the grant. As stated in the Texas Administrative Code, Section 3.2021, the resolution must state that the authorized official has the power to "apply for, accept, reject, alter or terminate the grant." Please revise the resolution to give the County Judge the authority necessary to serve as the Authorized Official. In addition, your resolution states "Tom Green County agreed to contribute the total of \$0 in matching funds if the resolution is adopted". VOCA has a 20% match requirement, therefore your resolution must commit to providing for at least the minimum match, which is \$2,297.

2003-Victims Services

Post Office Box 12428, Austin, Texas 78711 (512) 463-1919

**OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
GRANT ACCEPTANCE NOTICE**

VA-03-V30-14052-04 Tom Green County

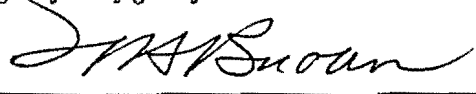
Sheriff's Office Crisis Intervention

Grant Acceptance:

This Acceptance Notice must be signed by the authorized official named on the grant and returned to the Criminal Justice Division (CJD) by October 6, 2003.

1. I certify that I am authorized by the applicable governing body to accept, decline, alter, or terminate this grant on behalf of the grantee.
2. If the grantee is not a state agency and the current authorized official is not accounted for in the resolution on file at CJD, I certify that a new resolution has been included with the acceptance of this grant or will be submitted prior to the collection of grant funds.
3. I agree to the terms of the grant on behalf of the grantee, including Title 1, Part 1, Chapter 3, Texas Administrative Code and the adoptions by reference therein.
4. I understand that the grantee is obligated to provide applicable match, as required by the terms of the grant.
5. I understand that a violation of any term of the grant may result in CJD placing a temporary hold on grant funds, permanently deobligating all or part of the grant funds, requiring reimbursement for funds already spent, and/or barring the grantee from receiving future CJD grant funds.
6. I understand that grant funds may be withheld until all special conditions placed on this grant are satisfied.
7. I understand that each grant official position must be occupied by a different individual.
8. I understand that any of the three grant officials may request adjustments to the grant.
9. I understand that CJD must be notified in writing of any grant official change, which must include a sample signature of the new grant official.

The authorized official for this grant must indicate agreement by signing the Acceptance Notice. The grantee will not be eligible for any grant funds until this notice is executed and returned to CJD.

 9-23-03

Signature of Authorized Official Date

Verification of Information and Sample Signatures:

The grantee must verify all of the grant official's identifying information as listed below. If the information for any of the three officials is incorrect, complete the Designation of Grant Officials Form found at <http://www.governor.state.tx.us>, and return to CJD.

☒ **YES** Select YES if the all of the information below is correct, sign, and return to CJD.

☐ **NO** Select NO if any of the information below is incorrect, use the Designation of Grant Officials Form to notify CJD of the updated information ONLY, sign, and return both completed forms to CJD.

Authorized Official

Name:	<u>The Honorable Michael Brown</u>	Position:	<u>County Judge</u>
Address:	<u>1253 West 19th</u>	City/St/Zip:	<u>San Angelo, Texas 76903-3112</u>
Phone:	<u>(915) 659-3318</u>	Fax:	<u>(915) 659-3258</u>
		Email:	<u>mike.brown@co.tom-green.tx.us</u>

Project Director

Name:	<u>The Honorable Joe Hunt</u>	Position:	<u>County Sheriff</u>
Address:	<u>222 West Harris</u>	City/St/Zip:	<u>San Angelo, Texas 76903</u>
Phone:	<u>(915) 655-8111</u>	Fax:	<u>(915) 655-5393</u>
		Email:	

Signature of Project Director Date

Financial Officer

Name:	<u>Mr. Stanley P. Liles</u>	Position:	<u>County Auditor</u>
Address:	<u>112 West Beauregard</u>	City/St/Zip:	<u>San Angelo, Texas 76903</u>
Phone:	<u>(915) 659-6521</u>	Fax:	<u>(915) 658-6703</u>
		Email:	<u>dawn.hahne@co.tom-green.tx.us</u>

Signature of Financial Officer Date

CJD Grant Manager: Martin, Angie

Post Office Box 12428, Austin, Texas 78711 (512) 463-1919

**AGREEMENT BETWEEN
TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER
&
THE COUNTY OF TOM GREEN, TEXAS**

THIS AGREEMENT is entered into by and between the County of Tom Green, Texas, (hereinafter referred to as the "County"), and Texas Tech University Health Sciences Center (hereinafter referred to as "TTUHSC").

RECITALS

WHEREAS, it is in the public's interest to investigate fully sudden and unexplained deaths occurring in Tom Green County, Texas; and

WHEREAS, TTUHSC, an institution of higher education in the State of Texas, has personnel available with the knowledge and expertise to provide professional autopsy services; and

NOW THEREFORE, the parties hereto agree that County shall retain TTUHSC as an independent contractor and not an employee, for professional services more particularly described as follows:

**ARTICLE I
SERVICES TO BE PERFORMED**

A. TTUHSC will:

1. Provide autopsy services in accordance with the following:
 - a. Texas Code of Criminal Procedure, §§ 49.01 and 49.25
 - b. Texas Health and Safety Code, sec 671.011, 672.012, and Chapter 693
 - c. Occupations Code, Chap. 151 (The Medical Practice Act)
 - d. Texas Government Code, Chap. 552 (Public Information Act)
2. Upon request, perform autopsies in all instances required by and in a manner consistent with the Texas Code of Criminal Procedure, §§ 49.01 and 49.25. Autopsies will be performed upon request on individuals whose remains are discovered within Tom Green County.
3. Provide and maintain equipment, uniforms, special clothing, and safety gear necessary for the provision of services under this Agreement.
4. Fully document autopsies through the use of digital photography, laboratory analysis of tissue and other samples deemed necessary by the pathologist.
5. Reduce each autopsy to an electronic or typewritten report.
6. Allow the law enforcement agency investigating the death to attend all phases of the autopsy and be allowed to fully document the process in the law enforcement agency-provided medium of their choice.

B. County will:

1. Provide advance notification by either telephone or facsimile between the hours of 8:30 a.m. to 5:00 p.m. for a request for autopsy. After hours, County will contact the Pathologist on call by phone at 806-743-2158. A description of the circumstances known regarding the death shall also be provided.
2. Provide proper written authorization by County authorities to conduct the autopsy.
3. Provide medical records of the deceased, when available.
4. Provide investigation reports of the law enforcement agency involved, such reports to remain the property of the law enforcement agency providing the investigation reports.
5. Retrieve Evidence upon completion of autopsy services from TTUHSC. For the purposes of this Agreement, Evidence shall be defined as those items discovered or produced during or as a result of the autopsy, including but not limited to projectiles, clothing, sexual assault kits, and ligatures that can be offered as proof of a crime or a tort in a court of law. Should the Evidence not be picked up within thirty (30) days of completion of the autopsy, County shall be notified in writing of the following retrieval options:
 - a. County shall send a representative to retrieve Evidence; or
 - b. County shall request that TTUHSC ship the Evidence to County, either by registered mail, return receipt requested, or overnight carrier, and TTUHSC shall invoice County for the cost of shipping; or
 - c. County can request TTUHSC destroy Evidence. County will send a letter to TTUHSC authorizing such destruction.

County shall respond in writing to TTUHSC as to which option it has selected within ten (10) days of receipt of notice.

ARTICLE II AUTOPSY RECORDS

All written County autopsy reports, laboratory tests and reports, data, documents, x-rays, photographs, field investigators reports, correspondences, magnetic recordings, or other tangible items from which a report may be accurately reproduced ("Autopsy Records") will be the property of the County. TTUHSC will retain a copy of all autopsy reports for TTUHSC files.

ARTICLE III COURT APPEARANCES

- A. Appearance during court hearings and trials is a critical function of these autopsy services. TTUHSC will cooperate, to the fullest extent of the law, with the Tom Green County Criminal District Attorney, the Civil Division of the Tom Green County Criminal District Attorney's Office, and with any law enforcement agencies having jurisdiction over a given case.

- B. As part of the services under this Agreement, TTUHSC's pathologist will appear as necessary during grand jury proceedings, depositions, court hearings and trials in any civil or criminal case in Tom Green County. Such appearances will be limited to those cases where the TTUHSC pathologist performed the autopsy and to such other cases to which they might agree to appear. The County's Criminal District Attorney or the Chief of the Civil Division of the Tom Green County Criminal District Attorney's Office is authorized to request such appearances.
- C. TTUHSC shall be reimbursed for all travel expenses associated with any such appearances, including hotel, food, and mileage expenses.

ARTICLE IV MALPRACTICE INSURANCE

As an institution of higher education in the State of Texas, TTUHSC is self-insured under the TTUHSC School of Medicine Professional Medical Malpractice Self-Insurance Plan. The limit of liability is \$400,000 per occurrence and \$1,200,000 annual aggregate.

ARTICLE V CATASTROPHIC EVENTS

The parties acknowledge and agree that this Agreement is not intended to provide services with respect to either man-made or natural disasters and other large-scale emergencies. Neither TTUHSC nor the County shall be required to perform any term, condition, or covenant of this Agreement so long as such performance is delayed or prevented by acts of God, material or labor restriction by any governmental authority, civil riot, floods, hurricanes, or other natural disasters, or any other cause not reasonably within control of TTUHSC or the County and which by the exercise of due diligence neither TTUHSC nor the County is able, wholly or in part, to prevent or overcome. The parties agree to work together to secure assistance to the extent commercially reasonable from neighboring county pathologists, local physicians, or other entities capable of providing services required for investigating those deaths covered by this section. County will provide financial assistance in an amount to be determined by the Tom Green County Commissioners in exceptional situations of County emergency or disaster.

ARTICLE VI CREDENTIALING

TTUHSC shall maintain under agreement at least one board certified forensic pathologist. All physicians hired to perform services under this Agreement will hold appropriate credentials according to the current standards of practice for forensic pathology or will meet those standards within a time frame established at their employment. TTUHSC shall select and assign specific forensic pathologists to provide services for the County and shall provide the County with current copies of all licensure, credentialing, insurance and such other relevant information requested of each individual rendering services prior to the individual pathologist rendering any services for the County under this Agreement, to the extent that such information is not privileged or confidential by law.

ARTICLE VII
COMPENSATION

- A. County agrees to pay TTUHSC \$1200 per autopsy performed. In addition, County will reimburse TTUHSC for expenses directly related to each autopsy and as required, including but not limited to:
1. Laboratory tests, including toxicology
 2. Radiology, including x-rays
 3. Dental examinations, including x-rays
 4. Anthropology examinations, including x-rays
- B. TTUHSC will invoice County upon completion of an autopsy and payment from the County shall be remitted within 30 days of receipt of invoice. Invoices presented to County for court appearance expenses or shipping Evidence shall be paid within 30 days of receipt of invoice.

ARTICLE VIII
TERM AND TERMINATION

- A. This Agreement shall become effective October 1, 2003, and continue in full force until September 30, 2005.
- B. Either party may terminate this Agreement at any time with or without cause by giving the non-terminating party thirty (30) days written notice of termination.

ARTICLE IX
RELATIONSHIP OF THE PARTIES

Nothing in this Agreement is intended nor shall be construed to create any relationship between the parties other than that of independent entities contracting with each other solely for the purpose of affecting the provisions of this Agreement. The sole interest and responsibility of the parties is to ensure that the services covered by this Agreement shall be performed and rendered in a competent, efficient, and satisfactory manner.

ARTICLE X
NOTICE

Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be hand delivered and mailed by certified or registered mail. Such written notice shall be addressed as set forth below or to such other addresses as may be specified by written notice:

TTUHSC: James P. Laible, MHA, CHE
Vice President for Health Care Systems and Hospital Relations
Texas Tech University Health Sciences Center
3601 4th Street, Room 1C267
Lubbock, Texas 79430

County: Michael D. Brown, County Judge
Tom Green County
122 West Harris
San Angelo, Texas 76903


ARTICLE XI
GENERAL PROVISIONS

- A. The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties hereunder, shall be governed by the laws of the State of Texas.
- B. If any term or provision of this Agreement is held to be invalid for any reason, the invalidity of that section shall not affect the validity of any other section of this Agreement provided that any invalid provisions are not material to the overall purpose and operation of this Agreement. The remaining provisions of this Agreement shall remain in full force and shall in no way be effected, impaired, or invalidated.
- C. Neither party shall have the right to assign or transfer their rights to any third parties under this Agreement without prior written consent of the non-transferring party.
- D. Any waiver of any provision of this Agreement must be in writing signed by the person against whom the waiver is asserted; the waiver of enforcement of any provision of this Agreement shall not constitute waiver of any other provision of this Agreement.
- E. This Agreement constitutes the entire Agreement between the parties and no oral representation between the parties made prior to or after the execution of this Agreement will be given any force and effect unless reduced to writing herein.
- F. The terms of this Agreement may not be changed, modified or amended except by written agreement of County and TTUHSC.

IN WITNESS WHEREOF, the undersigned parties do hereby bind themselves to the faithful performance of this Agreement.

TOM GREEN COUNTY

TEXAS TECH UNIVERSITY
HEALTH SCIENCES CENTER



Tom Green County Judge

Elmo M. Cavin
Executive Vice President

Date: SEP 23 2003

Date: _____

— For TxDOT Use Only —	
<input checked="" type="checkbox"/> Federal Pass Through	Misc. Contract Number: <u>584XXF5007</u>
Grant Funds CFDA: <u>#20.600</u>	Charge Number: <u>040101B1BL</u>
<input type="checkbox"/> State Grant Funds	Project Year: <u>1</u>

PIN (14 characters only): 17560011847030

TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT

THE STATE OF TEXAS

THE COUNTY OF TRAVIS

THIS AGREEMENT IS MADE BY and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the Department, and Tom Green County, hereinafter called the Subgrantee, and becomes effective when fully executed by both parties. For the purpose of this agreement, the Subgrantee is designated as a(n):

- | | |
|--|--|
| <input type="checkbox"/> State Agency | <input type="checkbox"/> Non-Profit Organization |
| <input checked="" type="checkbox"/> Unit of Local Government | <input type="checkbox"/> Educational Institution |
| <input type="checkbox"/> Other (describe): _____ | |

AUTHORITY: Texas Transportation Code, Chapter 723, the Traffic Safety Act of 1967, and the Highway Safety Plan for the following Fiscal Year(s) 2003 / 2004.

Project Title: Safe and Sober STEP

Brief Project Description: To conduct a Safe Sober STEP by reducing the number of DWI / Speed fatalities.

Grant Period: The Grant becomes effective on Oct. 01, 2003, or on the date of final signature of both parties, whichever is later, and ends on Sept. 30, 2004 unless terminated or otherwise modified.

Maximum Amount Eligible for Reimbursement: \$27,500.

The following attachments are incorporated as indicated as a part of the Grant Agreement:

- Attachment A, Mailing Addresses
- Attachment B, General Terms and Conditions (TxDOT Form 1854)
- Attachment C, Project Description (TxDOT Form 2076)
- Attachment D, Action Plan (TxDOT Form 1852)
- Attachment E, Project Budget (TxDOT Form 2077 or 2077-LE)
- ☒ Attachment F, Operational Plan (TxDOT Form 2109) (for Selective Traffic Enforcement Program grants only)

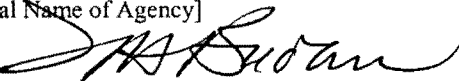
Project Title: Safe and Sober STEP

TEXAS TRAFFIC SAFETY PROGRAM GRANT AGREEMENT

The signatory for the Subgrantee hereby represents and warrants that she/he is an officer of the organization for which she/he has executed this agreement and that she/he has full and complete authority to enter into this agreement on behalf of the organization. At the time the signatory for the Subgrantee signs the Grant Agreement, she/he will sign and submit to the Department a letter designating signature authority by position title for grant-related documents other than the Grant Agreement or Grant Agreement amendments. These other grant-related documents will include, but not be limited to, the following: performance reports, final performance report and administrative evaluation report, Requests For Reimbursement (RFRs), and routine correspondence.

THE SUBGRANTEE

Tom Green County
[Legal Name of Agency]

By 
[Authorized Signature]

Michael D. "Mike" Brown
[Name]


Tom Green County Judge
[Title]

Date: 9-23-03

Under authority of Ordinance or Resolution
Number (for local governments):

THE STATE OF TEXAS

Executed for the Executive Director and approved
for the Texas Transportation Commission for the
purpose and effect of activating and/or carrying
out orders, established policies or work programs
approved and authorized by the Texas
Transportation Commission.

By 
District Engineer
Texas Department of Transportation
(For local project grants under \$100,000 or
for grants of \$100,000 or more that are
recommended for approval.)

Date: 09-23-03

By _____
Director, Traffic Operations Division
Texas Department of Transportation
(Not required for local project grants under
\$100,000.)

Date: _____

Attachment A

Project Title: Safe and Sober STEP

Mailing Addresses

For the purpose of this agreement, the following addresses shall be used to mail all required notices, reports, claims, and correspondence. (NOTE: For warrants (checks), the address indicated by the electronic mail code, which is the last three digits of the PIN on page 1 of this Grant Agreement, shall be used for disbursing payments. If that address is not where the Subgrantee wants warrants or checks to be sent, the Subgrantee needs to notify the Department of any appropriate changes.

For Subgrantee (Project Director):

Name: R., Ron Sanders

Title: Detective Sergeant

Organization: Tom Green County Sheriff's Office

Address: 222 West Harris

San Angelo, Texas 76903

Phone: (325) 655-8111

Fax: (325) 655-5393

E-mail: ron.sanders@co.tom-green.tx.us

Note: Any change in the Subgrantee information in this Attachment A, Mailing Addresses, does not require an amendment to the Grant Agreement. However, the Subgrantee must submit a letter with the corrected information to the Department address below within 15 days of the change.

For Texas Department of Transportation:

Name: Waylan L. Ensor

Title: Traffic Safety Specialist

Organization: Texas Department of Transportation

Address: 4502 Knickerbocker Road

San Angelo, Texas 76904

Phone: (325) 947-9271

Fax: (325) 947-9292

E-mail: wensor@dot.state.tx.us

Project Title: Safe and Sober STEP

**Texas Traffic Safety Program
GRANT AGREEMENT GENERAL TERMS AND CONDITIONS**

ARTICLE 1. COMPLIANCE WITH LAWS

The Subgrantee shall comply with all federal, state, and local laws, statutes, codes, 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, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, nondiscrimination laws and regulations, and licensing laws and regulations. When required, the Subgrantee shall furnish the Department with satisfactory proof of its compliance therewith.

ARTICLE 2. STANDARD ASSURANCES

The Subgrantee hereby assures and certifies that it will comply with the regulations, policies, guidelines, and requirements, including 49 CFR, Part 18; 49 CFR, Part 19 (OMB Circular A-110); OMB Circular A-87; OMB Circular A-102; OMB Circular A-21; OMB Circular A-122; OMB Circular A-133; and the Traffic Safety Program Manual, as they relate to the application, acceptance, and use of federal or state funds for this project. Also, the Subgrantee assures and certifies that:

- A. It possesses legal authority to apply for the grant; and that a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
- B. It and its subcontractors will comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-352), as amended, and in accordance with that Act, no person shall discriminate, on the grounds of race, color, sex, national origin, age, religion, or disability.
- C. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970, as amended; 42 USC §§4601 et seq.; and United States Department of Transportation (USDOT) regulations, "Uniform Relocation and Real Property Acquisition for Federal and Federally Assisted Programs," 49 CFR, Part 24, which provide for fair and equitable treatment of persons displaced as a result of federal and federally assisted programs.
- D. It will comply with the provisions of the Hatch Political Activity Act, which limits the political activity of employees. (See also Article 25, Lobbying Certification.)
- E. It will comply with the federal Fair Labor Standards Act's minimum wage and overtime requirements for employees performing project work.
- F. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
- G. It will give the Department the access to and the right to examine all records, books, papers, or documents related to this Grant Agreement.
- H. It will comply with all requirements imposed by the Department concerning special requirements of law, program requirements, and other administrative requirements.

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- I. It recognizes that many federal and state laws imposing environmental and resource conservation requirements may apply to this Grant Agreement. Some, but not all, of the major federal laws that may affect the project include: the National Environmental Policy Act of 1969, as amended, 42 USC §§4321 et seq.; the Clean Air Act, as amended, 42 USC §§7401 et seq. and sections of 29 USC; the Federal Water Pollution Control Act, as amended, 33 USC §§1251 et seq.; the Resource Conservation and Recovery Act, as amended, 42 USC §§6901 et seq.; and the Comprehensive Environmental Response, Compensation, and Liability Act, as amended, 42 USC §§9601 et seq. The Subgrantee also recognizes that the U.S. Environmental Protection Agency, USDOT, and other federal agencies have issued, and in the future are expected to issue, regulation, guidelines, standards, orders, directives, or other requirements that may affect this Project. Thus, it agrees to comply, and assures the compliance of each contractor and each subcontractor, with any such federal requirements as the federal government may now or in the future promulgate.
- J. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, 42 USC §4012a(a). Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any form of direct or indirect federal assistance.
- K. It will assist the Department in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470 et seq.), Executive Order 11593, and the Antiquities Code of Texas (National Resources Code, Chapter 191).
- L. It will comply with Chapter 573 of the Texas Government Code by ensuring that no officer, employee, or member of the Subgrantee's governing board or the Subgrantee's subcontractors shall vote or confirm the employment of any person related within the second degree of affinity or third degree by consanguinity to any member of the governing body or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person described in Section 573.062 of the Texas Government Code.
- M. It will ensure that all information collected, assembled, or maintained by the applicant relative to this project shall be available to the public during normal business hours in compliance with Chapter 552 of the Texas Government Code, unless otherwise expressly provided by law.
- N. If applicable, it will comply with Chapter 551 of the Texas Government Code, which requires all regular, special, or called meetings of governmental bodies to be open to the public, except as otherwise provided by law or specifically permitted in the Texas Constitution.

ARTICLE 3. COMPENSATION

- A. The method of payment for this Agreement will be based on actual costs incurred up to and not to exceed the limits specified in Attachment E, Traffic Safety Project Budget. The amount included in the Project Budget will be deemed to be an estimate only and a higher amount can be reimbursed, subject to the conditions specified in paragraph B hereunder. If Attachment E, Traffic Safety Project Budget, specifies that costs are based on a specific rate, per-unit cost, or other method of payment, reimbursement will be based on the specified method.
- B. All payments made hereunder will be made in accordance with Attachment E, Traffic Safety Project Budget. The Subgrantee's expenditures may overrun a budget category in the approved Project

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Budget without a grant (budget) amendment, as long as the overrun does not exceed five (5) percent of the maximum amount eligible for reimbursement in the budget for the covered fiscal year and there is also a commensurate underrun elsewhere in the Project Budget. The Subgrantee must provide written notification to the Department of an overrun of five (5) percent or less in order for there to be approval of the Request for Reimbursement. This notification must be in the form of an attachment to the Request for Reimbursement that covers the period of the overrun. This attachment must indicate the amount, the percent change, and the specific reason(s) for the overrun. Any overrun of more than five (5) percent of the amount eligible for reimbursement in the budget for the covered fiscal year requires an amendment of this Grant Agreement. The maximum amount eligible for reimbursement shall not be increased above the total Department (TxDOT) amount in the approved Project Budget as a result of exceeding a budget category without a written grant amendment.

- C. To be eligible for reimbursement under this Agreement, a cost must be incurred in accordance with Attachment E, Traffic Safety Project Budget, within the time frame specified in Grant Period on page 1 of this Grant Agreement, attributable to work covered by this Agreement, and which has been completed in a manner satisfactory and acceptable to the Department.
- D. Federal funds cannot supplant (replace) funds from any other sources. The term "supplanting," refers to the use of federal funds to support personnel or an activity already supported by local or state funds.
- E. Payment of costs incurred under this Agreement is further governed by one of the following cost principles, as appropriate, outlined in the Federal Office of Management and Budget (OMB) Circulars:
 - A-21, Cost Principles for Institutions of Higher Education;
 - A-87, Cost Principles for State, Local, and Indian Tribal Governments; or,
 - A-122, Cost Principles for Nonprofit Organizations.
- F. The Subgrantee agrees to submit monthly or quarterly Requests for Reimbursement, as designated in Attachment D, Action Plan, within thirty (30) days after the end of the billing period. The Subgrantee will use billing forms acceptable to the Department. The original Request for Reimbursement, with the appropriate backup documentation, must be submitted to the Department address shown on Attachment A, Mailing Addresses, of this Agreement. In addition, a copy of the Request for Reimbursement and appropriate backup documentation, plus three (3) copies of the Request for Reimbursement without backup documentation, must be submitted to this same address.
- G. The Subgrantee agrees to submit the final Request for Reimbursement under this Agreement within forty-five (45) days of the end of the grant period.
- H. The Department will exercise good faith to make payments within thirty (30) days of receipt of properly prepared and documented Requests for Reimbursement. Payments, however, are contingent upon the availability of appropriated funds.
- I. Project agreements supported with federal funds are limited to the length of this Grant Period, which is specified on page 1 of this Grant Agreement. If the Department determines that the project has demonstrated merit or has potential long-range benefits, the Subgrantee may apply for funding assistance beyond the initial Agreement period. Preference for funding will be given to those projects for which the Subgrantee has assumed some cost sharing, those which propose to assume the largest percentage of subsequent project costs, and which have demonstrated performance that is acceptable to the Department.

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ARTICLE 4. LIMITATION OF LIABILITY

Payment of costs incurred hereunder is contingent upon the availability of funds. If at any time during this Grant Period, the Department determines that there is insufficient funding to continue the project, the Department shall so notify the Subgrantee, giving notice of intent to terminate this Agreement, as specified in Article 11 of this Agreement. If at the end of a federal fiscal year, the Department determines that there is sufficient funding and performance to continue the project, the Department may so notify the Subgrantee to continue this agreement.

ARTICLE 5. AMENDMENTS

This Agreement may be amended prior to its expiration by mutual written consent of both parties, utilizing the Grant Agreement Amendment designated by the Department. Any amendment must be executed by the parties within the Grant Period, as specified on page 1 of this Grant Agreement.

ARTICLE 6. ADDITIONAL WORK AND CHANGES IN WORK

If the Subgrantee is of the opinion that any assigned work is beyond the scope of this Agreement and constitutes additional work, the Subgrantee shall promptly notify the Department in writing. If the Department finds that such work does constitute additional work, the Department shall so advise the Subgrantee and a written amendment to this Agreement will be executed according to Article 5, Amendments, to provide compensation for doing this work on the same basis as the original work. If performance of the additional work will cause the maximum amount payable to be exceeded, the work will not be performed before a written grant amendment is executed.

If the Subgrantee has submitted work in accordance with the terms of this Agreement but the Department requests changes to the completed work or parts thereof which involve changes to the original scope of services or character of work under this Agreement, the Subgrantee shall make such revisions as requested and directed by the Department. This will be considered as additional work and will be paid for as specified in this Article.

If the Subgrantee submits work that does not comply with the terms of this Agreement, the Department shall instruct the Subgrantee to make such revisions as are necessary to bring the work into compliance with this Agreement. No additional compensation shall be paid for this work.

The Subgrantee shall make revisions to the work authorized in this Agreement, which are necessary to correct errors or omissions appearing therein, when required to do so by the Department. No additional compensation shall be paid for this work.

The Department shall not be responsible for actions by the Subgrantee or any costs incurred by the Subgrantee relating to additional work not directly associated with or prior to the execution of an amendment.

ARTICLE 7. REPORTING AND MONITORING

Not later than thirty (30) days after the end of each reporting period, as designated in Attachment D, Action Plan, the Subgrantee shall submit a performance report using forms provided or approved by the Department. The performance report will include, as a minimum: (1) a comparison of actual accomplishments to the objectives established for the period, (2) reasons why established objectives and performance measures were not met, if appropriate, and (3) other pertinent information, including, when appropriate, an analysis and explanation of cost underruns, overruns, or high unit costs.

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The Subgrantee shall submit the Final Performance Report and Administrative Evaluation Report within thirty (30) days after completion of the grant.

The Subgrantee shall promptly advise the Department in writing of events that will have a significant impact upon this Agreement, including:

- A. Problems, delays, or adverse conditions, including a change of project director or other changes in Subgrantee personnel, that will materially affect the ability to attain objectives and performance measures, prevent the meeting of time schedules and objectives, or preclude the attainment of project objectives or performance measures by the established time periods. This disclosure shall be accompanied by a statement of the action taken or contemplated and any Department or federal assistance needed to resolve the situation.
- B. Favorable developments or events that enable meeting time schedules and objectives sooner than anticipated or achieving greater performance measure output than originally projected.

ARTICLE 8. RECORDS

The Subgrantee agrees to maintain all reports, documents, papers, accounting records, books, and other evidence pertaining to costs incurred and work performed hereunder, (hereinafter called the records), and shall make such records available at its office for the time period authorized within the Grant Period, as specified on page 1 of this Grant Agreement. The Subgrantee further agrees to retain said records for four (4) years from the date of final payment under this Agreement, until completion of all audits, or until pending litigation has been completely and fully resolved, whichever occurs last.

Duly authorized representatives of the Department, the USDOT, the Office of the Inspector General, Texas State Auditor, and the Comptroller General shall have access to the records. This right of access is not limited to the four (4) year period but shall last as long as the records are retained.

ARTICLE 9. INDEMNIFICATION

To the extent permitted by law, the Subgrantee, if other than a government entity, shall indemnify, hold, and save harmless the Department and its officers and employees from all claims and liability due to the acts or omissions of the Subgrantee, its agents, or employees. The Subgrantee also agrees, to the extent permitted by law, to indemnify, hold, and save harmless the Department from any and all expenses, including but not limited to attorney fees, all court costs and awards for damages incurred by the Department in litigation or otherwise resisting such claims or liabilities as a result of any activities of the Subgrantee, its agents, or employees.

Further, to the extent permitted by law, the Subgrantee, if other than a government entity, agrees to protect, indemnify, and save harmless the Department from and against all claims, demands, and causes of action of every kind and character brought by any employee of the Subgrantee against the Department due to personal injuries or death to such employee resulting from any alleged negligent act, by either commission or omission on the part of the Subgrantee.

If the Subgrantee is a government entity, both parties to this Agreement agree that no party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds, as well as the acts and deeds of its contractors, employees, representatives, and agents.

ARTICLE 10. DISPUTES AND REMEDIES

This Agreement supercedes any prior oral or written agreements. If a conflict arises between this Agreement and the Traffic Safety Program Manual, this Agreement shall govern.

Attachment B

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The Subgrantee shall be responsible for the settlement of all contractual and administrative issues arising out of procurement made by the Subgrantee in support of Agreement work.

Disputes concerning performance or payment shall be submitted to the Department for settlement, with the Executive Director acting as referee.

ARTICLE 11. TERMINATION

This Agreement shall remain in effect until the Subgrantee has satisfactorily completed all services and obligations described herein and these have been accepted by the Department, unless:

- This Agreement is terminated in writing with the mutual consent of both parties; or
- There is a written thirty (30) day notice by either party; or
- The Department determines that the performance of the project is not in the best interest of the Department and informs the Subgrantee that the project is terminated immediately.

The Department shall compensate the Subgrantee for only those eligible expenses incurred during the Grant Period specified on page 1 of this Grant Agreement which are directly attributable to the completed portion of the work covered by this Agreement, provided that the work has been completed in a manner satisfactory and acceptable to the Department. The Subgrantee shall not incur nor be reimbursed for any new obligations after the effective date of termination.

ARTICLE 12. INSPECTION OF WORK

The Department and, when federal funds are involved, the US DOT, or any authorized representative thereof, have the right at all reasonable times to inspect or otherwise evaluate the work performed or being performed hereunder and the premises in which it is being performed.

If any inspection or evaluation is made on the premises of the Subgrantee or its subcontractor, the Subgrantee shall provide and require its subcontractor to provide all reasonable facilities and assistance for the safety and convenience of the inspectors in the performance of their duties. All inspections and evaluations shall be performed in such a manner as will not unduly delay the work.

ARTICLE 13. AUDIT

The Subgrantee shall comply with the requirements of the Single Audit Act of 1984, Public Law (PL) 98-502, ensuring that the single audit report includes the coverage stipulated in OMB Circular A-133, "Audits of States, Local Governments, and Other Non-Profit Organizations."

The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under this Agreement or indirectly through a subcontract under this Agreement. Acceptance of funds directly under this Agreement or indirectly through a subcontract under this Agreement acts as acceptance of the authority of the State Auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds.

ARTICLE 14. SUBCONTRACTS

The Subgrantee shall not enter into any subcontract with individuals or organizations not a part of the Subgrantee's organization without prior written concurrence with the subcontract by the Department. Subcontracts shall contain all required provisions of this Agreement. No subcontract will relieve the Subgrantee of its responsibility under this Agreement.

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ARTICLE 15. GRATUITIES

Texas Transportation Commission policy mandates that employees of the Department shall not accept any benefit, gift, or favor from any person doing business with or who, reasonably speaking, may do business with the Department under this Agreement. The only exceptions allowed are ordinary business lunches and items that have received the advanced written approval of the Department's Executive Director.

Any person doing business with or who reasonably speaking may do business with the Department under this Agreement may not make any offer of benefits, gifts, or favors to Department employees, except as mentioned here above. Failure on the part of the Subgrantee to adhere to this policy may result in termination of this Agreement.

ARTICLE 16. NONCOLLUSION

The Subgrantee warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Subgrantee, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement. If the Subgrantee breaches or violates this warranty, the Department shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover the full amount of such fee, commission, brokerage fee, contingent fee, or gift.

ARTICLE 17. CONFLICT OF INTEREST

The Subgrantee represents that it or its employees have no conflict of interest that would in any way interfere with its or its employees' performance or which in any way conflicts with the interests of the Department. The Subgrantee shall exercise reasonable care and diligence to prevent any actions or conditions that could result in a conflict with the Department's interests.

ARTICLE 18. SUBGRANTEE'S RESOURCES

The Subgrantee certifies that it presently has adequate qualified personnel in its employment to perform the work required under this Agreement, or will be able to obtain such personnel from sources other than the Department.

All employees of the Subgrantee shall have such knowledge and experience as will enable them to perform the duties assigned to them. Any employee of the Subgrantee who, in the opinion of the Department, is incompetent or whose conduct becomes detrimental to the work, shall immediately be removed from association with the project.

Unless otherwise specified, the Subgrantee shall furnish all equipment, materials, supplies, and other resources required to perform the work.

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ARTICLE 19. PROCUREMENT AND PROPERTY MANAGEMENT

The Subgrantee shall establish and administer a system to procure, control, protect, preserve, use, maintain, and dispose of any property furnished to it by the Department or purchased pursuant to this Agreement in accordance with its own property management procedures, provided that the procedures are not in conflict with the Department's property management procedures or property management standards and federal standards, as appropriate, in:

- 49 CFR, Part 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," or
- 49 CFR, Part 19 (OMB Circular A-110), "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations."

ARTICLE 20. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Upon completion or termination of this Grant Agreement, whether for cause or at the convenience of the parties hereto, all finished or unfinished documents, data, studies, surveys, reports, maps, drawings, models, photographs, etc. prepared by the Subgrantee, and equipment and supplies purchased with grant funds shall, at the option of the Department, become the property of the Department. All sketches, photographs, calculations, and other data prepared under this Agreement shall be made available, upon request, to the Department without restriction or limitation of their further use.

- Intellectual property consists of copyrights, patents, and any other form of intellectual property rights covering any data bases, software, inventions, training manuals, systems design, or other proprietary information in any form or medium.
- All rights to Department.* The Department shall own all of the rights (including copyrights, copyright applications, copyright renewals, and copyright extensions), title and interests in and to all data, and other information developed under this contract and versions thereof unless otherwise agreed to in writing that there will be joint ownership.
- All rights to Subgrantee.* Classes and materials initially developed by the Subgrantee without any type of funding or resource assistance from the Department remain the Subgrantee's intellectual property. For these classes and materials, the Department payment is limited to payment for attendance at classes.

ARTICLE 21. SUCCESSORS AND ASSIGNS

The Department and the Subgrantee each binds itself, its successors, executors, assigns, and administrators to the other party to this Agreement and to the successors, executors, assigns, and administrators of such other party in respect to all covenants of this Agreement. The Subgrantee shall not assign, sublet, or transfer interest and obligations in this Agreement without written consent of the Department.

ARTICLE 22. CIVIL RIGHTS COMPLIANCE

- Compliance with regulations: The Subgrantee shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the USDOT: 49 CFR, Part 21; 23 CFR, Subchapter C; and 41 CFR, Parts 60-74, as they may be amended periodically (hereinafter referred to as the Regulations). The Subgrantee agrees to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 and as supplemented by the U.S. Department of Labor regulations (41 CFR, Part 60).

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- B. Nondiscrimination: The Subgrantee, with regard to the work performed during the period of this Agreement, shall not discriminate on the grounds of race, color, sex, national origin, age, religion, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment.
- C. Solicitations for subcontracts, including procurement of materials and equipment: In all solicitations either by competitive bidding or negotiation made by the Subgrantee for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor or supplier shall be notified by the Subgrantee of the Subgrantee's obligations under this Agreement and the regulations relative to nondiscrimination on the grounds of race, color, sex, national origin, age, religion, or disability.
- D. Information and reports: The Subgrantee shall provide all information and reports required by the regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department or the USDOT to be pertinent to ascertain compliance with such regulations or directives. Where any information required of the Subgrantee is in the exclusive possession of another who fails or refuses to furnish this information, the Subgrantee shall so certify to the Department or the US DOT, whichever is appropriate, and shall set forth what efforts the Subgrantee has made to obtain the requested information.
- E. Sanctions for noncompliance: In the event of the Subgrantee's noncompliance with the nondiscrimination provision of this Agreement, the Department shall impose such sanctions as it or the US DOT may determine to be appropriate.
- F. Incorporation of provisions: The Subgrantee shall include the provisions of paragraphs A. through E. in every subcontract, including procurements of materials and leases of equipment, unless exempt by the regulations or directives. The Subgrantee shall take such action with respect to any subcontract or procurement as the Department may direct as a means of enforcing such provisions, including sanctions for noncompliance. However, in the event a Subgrantee becomes involved in, or is threatened with litigation with a subcontractor or supplier as a result of such direction, the Subgrantee may request the Department to enter into litigation to protect the interests of the state; and in addition, the Subgrantee may request the United States to enter into such litigation to protect the interests of the United States.

ARTICLE 23. DISADVANTAGED BUSINESS ENTERPRISE

It is the policy of the Department and the USDOT that Disadvantaged Business Enterprises, as defined in 49 CFR Part 26, shall have the opportunity to participate in the performance of agreements financed in whole or in part with federal funds. Consequently, the Disadvantaged Business Enterprise requirements of 49 CFR Part 26, apply to this Agreement as follows:

- The Subgrantee agrees to insure that Disadvantaged Business Enterprises, as defined in 49 CFR Part 26, have the opportunity to participate in the performance of agreements and subcontracts financed in whole or in part with federal funds. In this regard, the Subgrantee shall make good faith efforts in accordance with 49 CFR Part 26, to insure that Disadvantaged Business Enterprises have the opportunity to compete for and perform agreements and subcontracts.
- The Subgrantee and any subcontractor shall not discriminate on the basis of race, color, sex, national origin, or disability in the award and performance of agreements funded in whole or in part with federal funds.

These requirements shall be included in any subcontract.

Attachment B

Project Title: Safe and Sober STEP

Failure to carry out the requirements set forth above shall constitute a breach of this Agreement and, after the notification of the Department, may result in termination of this Agreement by the Department, or other such remedy as the Department deems appropriate.

ARTICLE 24. DEBARMENT/SUSPENSION

- A. The Subgrantee certifies, to the best of its knowledge and belief, that it and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
 2. Have not within a three (3) year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local public transaction or contract under a public transaction; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 3. Are not presently indicted or otherwise criminally or civilly charged by a federal, state, or local governmental entity with commission of any of the offenses enumerated in paragraph A. 2. of this Article; and
 4. Have not, within a three (3) year period preceding this Agreement, had one or more federal, state, or local public transactions terminated for cause or default.
- B. Where the Subgrantee is unable to certify to any of the statements in this Article, such Subgrantee shall attach an explanation to this Agreement.
- C. The Subgrantee is prohibited from making any award or permitting any award at any tier to any party which is debarred or suspended or otherwise excluded from or ineligible for participation in federal assistance programs under Executive Order 12549, Debarment and Suspension.
- D. The Subgrantee shall require any party to a subcontract or purchase order awarded under this Grant Agreement to certify its eligibility to receive federal grant funds, and, when requested by the Department, to furnish a copy of the certification.

ARTICLE 25. LOBBYING CERTIFICATION

The Subgrantee certifies to the best of his or her knowledge and belief that:

- A. No federally appropriated funds have been paid or will be paid by or on behalf of the Subgrantee to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the party to this Agreement shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Attachment B

Project Title: Safe and Sober STEP

- C. The Subgrantee shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

ARTICLE 26. CHILD SUPPORT STATEMENT

Unless the Subgrantee is a governmental or non-profit entity, the Subgrantee certifies that it either will go to the Department's website noted below and complete the Child Support Statement or already has a Child Support Statement on file with the Department. The Subgrantee is responsible for keeping the Child Support Statement current and on file with that office for the duration of this Agreement period. The Subgrantee further certifies that the Child Support Statement on file contains the child support information for the individuals or business entities named in this grant. Under Section 231.006, Family Code, the Subgrantee certifies that the individual or business entity named in this Agreement is not ineligible to receive the specified grant or payment and acknowledges that this Agreement may be terminated and payment may be withheld if this certification is inaccurate.

The form for the Child Support Statement is available on the Internet at:
<http://www.dot.state.tx.us/cso/default.htm>.

Project Title: STEP – Safe and Sober
Name of Subgrantee: Tom Green County

Traffic Safety Project Description

I. BASELINE INFORMATION & OBJECTIVES

BASELINE INFORMATION:

Baseline Definition: A number serving as a foundation for subgrantees to measure pre-grant traffic enforcement activity. Baseline information must be provided by the subgrantee in order to identify local traffic enforcement related activity. This information should exclude any activity generated with STEP grant dollars. Once the baseline is established, these figures will be used to compare subsequent year’s local and grant traffic enforcement activity.

Baseline Year (12 months: Oct. 1996 through Sept. 1997)

Baseline Measure	Baseline Number
A. Number of speed-related crashes	DPS-Data
B. Number of speed citations	162
C. Number of alcohol-related crashes	135
D. Number of Driving While Intoxicated (DWI) arrests	22
E. Number of safety belt citations	18
F. Number of child safety seat citations	7

The following baseline measures were established by Subgrantee surveys:

Baseline Measure	Baseline Percentage	Month/Year of Survey
Percentage of speed compliance	37.35%	10/98
Percentage of safety belt usage	79.23%	10/98

OBJECTIVES:

The Objectives of this grant are to accomplish the following by September 30, 2004:

Objectives/Performance Measures	Number
A. Number and type citations/arrests to be issued under STEP	
1. Increase speed citations by	2226
2. Increase DWI arrests by	222
3. Increase safety belt citations by	118
4. Increase child safety seat citations by	18
B. Number of STEP enforcement hours to be worked	2300
C. Subgrantee total number of traffic related crashes	
1. Reduce the number of speed-related crashes by	10%
2. Reduce the number of alcohol-related crashes to	125
D. Increase the speed compliance rate to	40%

Attachment C

Project Title: STEP – Safe and Sober
Subgrantee: Tom Green County

Objectives/Performance Measures	Number
E. Increase the safety belt usage rate among drivers and front seat passengers to	85%
F. Complete administrative and general grant requirements as defined in the Action Plan, Attachment D.	
1. Submit the following number of Performance Reports, including the Final Performance Report and Administrative Evaluation Report.	12
2. Submit the following number of Requests for Reimbursement	4
G. Support grant enforcement efforts with public information and education (PI&E) as defined in the Action Plan, Attachment D.	
1. Conduct a minimum of four (4) presentations.	4
2. Conduct a minimum of four (4) media exposures (e.g., news conferences, news releases, and interviews).	4
3. Conduct a minimum of two (2) community events (e.g., health fairs, booths).	2
4. Produce the following number of public information and education materials if applicable.	2
5. Distribute the following number of public information and education materials if applicable.	2

NOTE:

Nothing in this agreement shall be interpreted as a requirement, formal or informal, that a peace officer issue a specified or predetermined number of citations in pursuance of the Subgrantee's obligations hereunder.

In addition to the STEP enforcement activities, the subgrantee must maintain baseline non-STEP funded citation and arrest activity due to the prohibition of supplanting.

II. RESPONSIBILITIES OF THE SUBGRANTEE:

- A. Carry out the objectives and performance measures of this grant by implementing all activities in the Action Plan, Attachment D.
- B. The Objective Performance Measures shall be included in each Performance Report and summarized in the Final Performance Report and Administrative Evaluation Report.
- C. Submit all required reports to the Department fully completed with the most current information, and within the required times, as defined in Article 3 and Article 7 of the General Terms and Conditions, Attachment B. This includes reporting to the Department on progress, achievements, and problems in periodic performance reports. All required documents must be accurate. Inaccurate documents will delay any related Requests for Reimbursement.

Attachment C

Project Title: STEP – Safe and Sober
Subgrantee: Tom Green County

- D. A Final Performance Report and Administrative Evaluation Report summarizing all activities and accomplishments will be submitted on Department approved forms no later than thirty (30) days after the grant ending date.
- E. Attend meetings according to the following:
 - 1. The Subgrantee will arrange for meetings with the Department as indicated in the Action Plan to present status of activities, discuss problems and schedule for the following quarter's work.
 - 2. The project director or other qualified person will be available to represent the Subgrantee at meetings requested by the Department.
- F. When applicable, all newly developed public information and education (PI&E) materials must be submitted to the Department for written approval prior to final production. Contact the Department regarding PI&E procedures.
- G. For out of state travel expenses to be reimbursable, the Subgrantee must have obtained the approval of the Department prior to the beginning of the trip. Grant approval does not satisfy this requirement.
- H. Maintain verification that all expenses, including wages or salaries, for which reimbursement is requested is for work exclusively related to this project.
- I. Ensure that this grant will in no way supplant (replace) funds from other sources. Supplanting refers to the use of federal funds to support personnel or any activity already supported by local or state funds.
- J. The Subgrantee should have a safety belt use policy. If the Subgrantee does not have a safety belt use policy in place, a policy should be implemented during the grant year.
- K. Carry out the objectives of this grant by implementing the Operational Plan, Attachment F.
- L. Ensure that each officer working on the STEP project will complete an officer's daily report form. The form should include: name, date, badge/identification number, type of grant worked, grant site number, mileage if applicable (including starting and ending mileage), hours worked, type of citation/arrest issued, officer and supervisor signatures.
- M. Ensure that no officer above the rank of Lieutenant (or equivalent title) will be reimbursed for enforcement duty.
- N. Support grant enforcement efforts with public information and education (PI&E). Salaries being claimed for PI&E activities must be included in the budget.
- O. Subgrantees with a traffic unit will utilize traffic personnel for this grant, unless such personnel are unavailable for assignment.

Project Title: STEP – Safe and Sober
Subgrantee: Tom Green County

- P. Subgrantee may work additional STEP enforcement hours on holidays or special events not covered under the Operational Plan. However, additional work must be approved in writing by the Department prior to enforcement. Additional hours must be reported in the Performance Report for the time period for which the additional hours were worked.
- Q. If an officer makes a STEP-related arrest during the shift, but does not complete the arrest before the shift is scheduled to end, the officer can continue working under the grant to complete that arrest.
- R. Officers assigned to speed sites should be trained in the use of radar or laser speed measurement devices.
- S. Officers assigned to Occupant Protection sites should be trained in the Traffic Occupant Protection Strategies (TOPS), Operation Kids, or Child & Adult Restraint Education Strategies (CARES). These courses are approved by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE).
- T. At the time the signatory for the Subgrantee signs the Grant Agreement, provide a letter to the Department from the enforcement agency head, training officer, or authorized individual certifying that the officers working DWI enforcement are, or will be, trained in the National Highway Traffic Safety Administration/International Association of Chiefs of Police Standardized Field Sobriety Testing (SFST). In the case of a first year subgrantee, the officers must be trained, or scheduled to be SFST trained, by the end of the grant year. For second or subsequent year grants, all officers working DWI enforcement must be SFST trained.
- U. Prior to conducting speed enforcement, the Subgrantee must select and survey enforcement sites that comply with existing state mandated speed limits in accordance with the Texas Transportation Code, Sections 545.352 through 545.356.
- V. The Subgrantee must enter all Performance and Annex Report data into the Buckle Up Texas Website (www.buckleuptexas.com) prior to submission of the hard copy reports to the Department. Printed versions of the Website reports are acceptable versions for hard copy submissions.

III. RESPONSIBILITIES OF THE DEPARTMENT:

- A. Monitor the Subgrantee's compliance with the performance obligations and fiscal requirements of this Grant Agreement using appropriate and necessary monitoring and inspections, including but not limited to:
 - 1. review of periodic reports
 - 2. physical inspection of project records
 - 3. telephone conversations
 - 4. e-mails and letters
 - 5. meetings.
- B. Provide program management and technical assistance.

Attachment C

Project Title: STEP – Safe and Sober
Subgrantee: Tom Green County

- C. Attend appropriate meetings.
- D. Reimburse the Subgrantee for all eligible costs as defined in the Traffic Safety Project Budget, Attachment E. Requests for Reimbursement will be processed up to the maximum amount payable as indicated on the cover page of the Grant Agreement.
- E. Perform an administrative review of the project at the close of the grant period to include a review of adherence to the Action Plan, Attachment D and the Traffic Safety Project Budget, Attachment E, and attainment of project objectives.



Form 1852 (rev. 7/21/2003)

ACTION PLAN FY 2004

Attachment D

PROJECT TITLE: Safe and Sober STEP

SUBGRANTEE: Tom Green County

OBJECTIVE: To complete administrative and general grant requirements by 09/30/2004, as defined below:

KEY:

p = planned activity
c = completed activity
r = revised

ACTIVITY	RESPONSIBLE	PROJECT MONTH													
		OC	NO	DE	JA	FE	MR	AP	MY	JN	JL	AU	SE	OC	NO
1. Submit letter regarding signature authority.	Subgrantee	p													
2. Submit operational cost per vehicle mile (If applicable).	Subgrantee	p													
3. Hold Grant delivery meeting.	Department	p													
4. Attend TxDOT Project Management Course	Subgrantee														
5. Submit Performance Reports.	Subgrantee		P	P	P	P	P	P	P	P	P	P	P	P	
6. Submit Requests for Reimbursement.	Subgrantee				P			P			P			P	
7. Submit Final Performance Report and Administrative Evaluation Report.	Subgrantee													P	
8. Hold Grant progress review meeting.	Subgrantee & Dept.			p			p			p			p		
9. Conduct on-site monitoring visit.	Department			p						p					
10. Submit documentation of any grant-required training (if applicable)	Subgrantee														

VOL. 77 PG. 9907



Form 1852 (rev. 7/21/2003)

ACTION PLAN FY 2004

Attachment D

PROJECT TITLE: Safe and Sober STEP

SUBGRANTEE: Tom Green County

OBJECTIVE: To support grant efforts with a public information and education (PI&E) program by 09/30/2004, as defined below:

KEY:

p = planned activity
c = completed activity
r = revised

Modify these activities as appropriate:		PROJECT MONTH															
ACTIVITY	RESPONSIBLE	OC	NO	DE	JA	FE	MR	AP	MY	JN	JL	AU	SE	OC	NO		
1. Determine types of materials needed.	Subgrantee	P															
2. Develop proposed materials.	Subgrantee	P															
3. Submit proposed materials and the PI&E plan to the Department for approval.	Subgrantee																
4. Approve materials and plan.	Department																
5. Produce/distribute materials.	Subgrantee																
6. Maintain records of all PI & E material received/distributed.	Subgrantee	P	P	P	P	P	P	P	P	P	P	P	P				
7. Conduct news conference(s)	Subgrantee	P		P			P				P						
8. Issue news release(s).	Subgrantee	P		P			P				P						
9. Conduct presentations.	Subgrantee		P				P										
10. Participate in community events (e.g., health or safety fairs, booths).	Subgrantee			P			P										



Traffic Safety Project Budget
(for Law Enforcement Projects)

Project Title: Safe and Sober STEP

Name of Subgrantee: Tom Green County

Fiscal Year: 2004

(Round figures to nearest dollar)

Budget Category I – Labor Costs

(100) Salaries

☐ Overtime or ☐ Regular Time

Salary rates are estimated for budget purposes only.
Reimbursements will be based on actual costs per employee in
accordance with Subgrantee's payroll policy and salary rate.
List details:

A. Enforcement (overtime)

1. Officers/Deputies: <u>2,000.00</u> hrs. @ \$ <u>17.90</u> per hr.	<u>22,008</u>	<u>13,792</u>	<u>35,800</u>
2. Sergeants: <u>150.00</u> hrs. @ \$ <u>18.38</u> per hr.	<u>2,757</u>		<u>2,757</u>
3. Lieutenants: <u> </u> hrs. @ \$ <u> </u> per hr.			<u>0</u>

B. PI&E Activities (overtime)

[not to exceed 10% of Total Salaries budgeted (100)] 50.00 hrs. @ \$ <u>17.03</u> per hr.	<u>897</u>		<u>897</u>
--	------------	--	------------

**C. Other (i.e., overtime staff, supervisory support, conducting
surveys, in-house instructors for OP violators course)
[TxDOT amount not to exceed 10% of Grand Total TxDOT
Amount]**

Specify: <u>Program Director / Manager</u> 100.00 hrs. @ \$ <u>18.38</u> per hr.	<u>1,838</u>		<u>1,838</u>
---	--------------	--	--------------

Total Salaries	<u>27,500</u>	<u>13,792</u>	<u>41,292</u>
-----------------------------	---------------	---------------	---------------

(200) Fringe Benefits*

Specify fringe rates:

A. Overtime: <u>15.14</u> %		<u>6,252</u>	<u>6,252</u>
B. Part-Time: <u> </u> %			<u>0</u>
C. Regular Time: <u> </u> %			<u>0</u>

Total Fringe Benefits	<u>0</u>	<u>6,252</u>	<u>6,252</u>
------------------------------------	----------	--------------	--------------

(300) Travel and Per Diem*			<u>0</u>
---	--	--	----------

Reimbursements will be in accordance with Subgrantee's travel
policy. Subgrantee must bill for actual travel expenses — not to
exceed the limits reimbursable under state law.

I. Total Labor Costs (100 + 200 + 300)	<u>27,500</u>	<u>20,044</u>	<u>47,544</u>
---	---------------	---------------	---------------

*** Budget Detail Required:** As an attachment to the budget, a justification and a detailed cost breakdown is required for all costs included for Fringe Benefits (200), Travel and Per Diem (300), Equipment (400), Supplies (500), Contractual Services (600), Other Miscellaneous (700), and Indirect Cost Rate (800)

Attachment E

Fiscal Year: 2004

(Round figures to nearest dollar)

	TxDOT	Other/ State/Local	TOTAL
Budget Category II – Other Direct Costs			
(400) Equipment*			0
(500) Supplies*			0
(600) Contractual Services*			0
(700) Other Miscellaneous*			
A. Subgrantee Vehicle Mileage:			
Rates used only for budget estimate. Reimbursement will be made according to the approved subgrantee's average cost per mile to operate patrol vehicles, not to exceed the state rate. Documentation of cost per mile is required prior to reimbursement.			
26,628.00 miles @ \$0.2800 per mile		7,456	7,456
B. Registration fees (training, workshops, conferences, etc.)			0
C. Public information & education (PI&E) materials			0
1. Educational items = \$ _____			
(eg.: brochures, bumper stickers, posters, fliers, etc.)			
2. Promotional items = \$ _____			
(eg.: key chains, magnets, pencils, pens, mugs, etc.)			
D. Other*			0
Total Other Miscellaneous	0	7,456	7,456
II. Total Other Direct Costs (400 + 500 + 600 + 700)	0	7,456	7,456
Budget Category III – Indirect Costs			
(800) Indirect Cost Rate* (at _____%)			0
Summary:			
Total Labor Costs	27,500	20,044	47,544
Total Other Direct Costs	0	7,456	7,456
Total Indirect Costs	0	0	0
Grand Total (I+II+III)	27,500	27,500	55,000
Fund Sources (Percent Share)	50.00%	50.00%	

* Budget Detail Required: As an attachment to the budget, a justification and a detailed cost breakdown is required for all costs included for Fringe Benefits (200), Travel and Per Diem (300), Equipment (400), Supplies (500), Contractual Services (600), Other Miscellaneous (700), and Indirect Cost Rate (800)



Form 2109 (8/15/2003)

TRAFFIC SAFETY OPERATIONAL PLAN

Attachment F

Subgrantee: Tom Green County

Project Title: Safe And Sober STEP

Project Fiscal Year: 2004

STEP Site Letter or Number & Type*	Site Description	Survey Results (compliance)	Enforcement Period
1. DWI	County Wide		Fri: 8:00pm – Sat 4:00am Sat: 8:00pm – Sun 4:00am
2. OP	County Wide: (Day light hours) School zones, Unincorporated communities: Grape Creek, Carlsbad, Wall, Water Valley, Christoval, on all roads and highways		Monday though Sunday: Dawn to dusk
3. Speed	US Highway 87 from San Angelo north to the Coke County line.	Latest Survey (10/15/02) shows a 61.15% non-compliance	Monday though Sunday 00:00am through 24:00pm
4. Speed	US Highway 87 from San Angelo south to the Concho County line	Latest Survey (10/10/02) shows a 71.37% non-compliance	Monday through Sunday 00:00am through 24:00pm
5. Speed	FM 2288 – All	Latest Survey (10/15/02) shows a 59.76% non-compliance	Monday through Sunday 00:00am through 24:00pm
6. Speed	US Highway 277 from San Angelo south to the Schleicher County line	Latest Survey (10/15/02) shows a 55.76% non-compliance	Monday through Sunday 00:00am through 24:00pm
7. Speed	Any other county roadway where there is at least a 50% non-compliance with the posted speed limits and/or a high number of speed related crashes	Surveys will be conducted prior to any enforcement and subject to approval	Monday through Sunday 00:00am through 24:00pm

* For Speed sites only, survey data must be submitted with the grant document to support the Operational Plan.

Tom Green County Sheriff's Office
Safe and Sober 2001 / 2002 Pre and Post Surveys
Dates: 10/10/01 and 10/15/02

Highway	Pre-Survey – Speed 2001	Post-Survey – Speed 2002	% Point Increase / Decrease
U.S. 87 North	61.59%	61.15%	- 0.44%
U.S. 87 South	70.11%	71.37%	+ 1.26%
F.M. 2288	57.32%	59.76%	+ 2.44%
U.S. 277 South	54.26%	55.76%	+ 1.5%
U.S. 67 South	58.16%	57.87%	- 0.29%
U.S. 67 North	69.20%	60.82%	- 8.38%

Highway	Pre-Survey – Safety Belt 2001	Post-Survey – Safety Belt 2002	% Point Increase / Decrease
U.S. 87 North	90.97% - Wearing 09.03% - Not Wearing	90.29% - Wearing 9.71% - Not Wearing	- 0.68% + 0.68%
U.S. 87 South	90.07% - Wearing 09.93% - Not Wearing	86.53% - Wearing 13.47% - Not Wearing	- 4.44% + 4.44%
F.M. 2288	87.59% - Wearing 12.41% - Not Wearing	92.27% - Wearing 7.73% - Not Wearing	+ 4.68% - 4.68%
U.S. 277 South	91.35% - Wearing 08.65% - Not Wearing	92.36% - Wearing 7.73% - Not Wearing	+ 1.01% - 1.01%
U.S. 67 South	90.58% Wearing 09.42% Not Wearing	92.15% - Wearing 7.85% - Not Wearing	+ 1.57% - 1.57%
U.S. 67 North	92.23% Wearing 07.77% Not Wearing	86.87% - Wearing 13.13% - Not Wearing	- 5.36% + 5.36%

Proclamation

WHEREAS, The month of October typically begins many festivals throughout the state of Texas to celebrate; and

WHEREAS, In the primary period of migration from Czech lands, over a quarter of million people of Czech ancestry arrived in Texas to make this place their home; and


WHEREAS, Since that time, the number of stature of Czech descendants living in Texas has grown tremendously; there are now well over one million people living in all areas of the state and walks of life who can claim Czech heritage; and


WHEREAS, Texans of Czech ancestry take great pride in sharing with the rest of the state their contributions in the areas of art, music, literature, food, folklore, and many other fine customs that are a part of Texas' rich, diverse culture; and

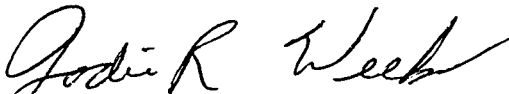
WHEREAS, This pride is displayed annually in the month of October by Czech Heritage Societies throughout the state as they stage various festivals, some of which have been passed down from generation to generation;


NOW, THEREFORE BE IT RESOLVED, That the Commissioner's Court of Tom Green County, Texas hereby declare the month of October, "**Czech Heritage Month**" in Tom Green County and commemorates the contributions of Czech culture to Tom Green County and the great state of Texas.


IN WITNESS WHEREOF, We have hereunto set our hands and cause the Seal of the County to be affixed this 23rd day of September, 2003.


Michael D. Brown
Tom Green County Judge


Clayton Friend
Commissioner, Precinct 1

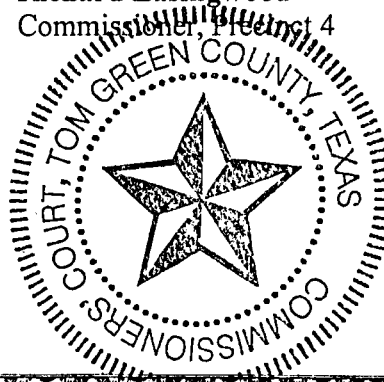

Jodie R. Weeks
Commissioner, Precinct 3


Karl Bookter
Commissioner, Precinct 2


Richard Easingwood
Commissioner, Precinct 4

ATTEST:


Elizabeth McGill, Tom Green County Clerk



Proposed Plan

For Preservation, Restoration and Archiving
Of Records

Presented By

Elizabeth McGill, County Clerk

August 26, 2003

Executive Summary

The County Clerk's Office is proposing to take advantage of new legislation (HB 1731) that will enable us to preserve archived records of documents filed prior to January 1, 1990 by adding an archive fee to each new filing or recorded document. This fee is to be dedicated to that task. The vast majority of the permanent records in the County Clerk's Office are still paper based. These records are used on a daily basis by the public and are vulnerable to loss by theft and wear and tear.

These records can be preserved, **with no cost to the County**, by utilizing the archive fee that will cover the cost of scanning these older paper based documents. In addition to preserving the documents, the images can be added to our existing imaging system and improve customer service.

Additionally, significant space savings will be realized when the recorded documents are reduced to legal size and volumes combined. This will allow four volumes to be shelved in the place of one. During the preservation and restoration process, these 11x17 inch documents will be reprinted to legal size paper and two volumes combined into one binder.

Introduction

Currently, counties adjacent to international borders (LGC 118.025) have the ability to charge a records archive fee not to exceed \$5.00 for the recording or filing of public documents in county clerk's offices. SB 1731 removes "adjacent to international borders" restriction and opens the fee to all Texas counties. S.B. 1731 provides for a fee not to exceed \$5.00 to be imposed for recording or filing public documents in county clerk offices in any county for the purpose of preserving, restoring, and managing county records.

County clerks are currently authorized to collect a records management fee for maintaining and preserving current documents. In most cases, this fee is not sufficient to also preserve and restore archived records. This new legislation is designed to archived records.

This bill authorizes the commissioner's court to adopt a records archive fee as part of the county's annual budget. If the provisions of S.B. 1731 are implemented, the county will experience a revenue gain. However, this additional revenue will be dedicated to helping county clerks focus on preserving older records.

The effective date of this Act is September 1, 2003 and expires September 1, 2008.

Steps to Implement

Prepare Archive Plan
Commissioner's Court approval
Public Hearing
Post Notice of Fee in a conspicuous place

Projected Revenue

New legislation is open to interpretation. Court Records, birth certificates and death certificates are being reviewed to determine if those filings fall under S.B. 1731.

Document Type	Documents Subject to Fee	Revenue at \$5.00	Comments
Official Public Records	22000	110000	
Civil	500	0	If applicable
Probate	450	0	If applicable
Guardianship	50	0	If applicable
Criminal	3900	0	If applicable
Birth Certificates**	6700	0	If applicable
Death Certificates**	10000	0	If applicable
Assumed Names	800	4000	
Marriage Licenses**	1300	6500	
Brands	70	350	
Total	41821	125605	

Archive Plan

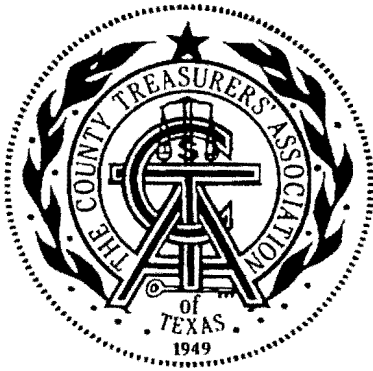
Fiscal Year 2004

Our first priority will be to have our plats scanned, which at this point are **NOT backed up** on any type of media. In the recreation of previous Deed records, we have found numerous original plats that were attached to pages, which have been relocated in the plat cabinets to help deter from further deterioration. We will be using the fee collected to reduce the remainder of our older volumes of Deed records, compacting two volumes into one. We can then place four volumes in the same space that one volume now requires. For this fiscal year we plan to have 97 volumes of our deed records reduced, 1 volume of the Photostat Deed of Trust records recreated. 47 volumes of the commissioner's courts minutes (these are the volumes that fall before the January 1, 1990 cut-off date) will also be scanned. In addition, we will also scan 60 volumes of our marriage records, reducing the reproduction and certification time.

The plats, marriage records and commissioners courts minutes will be put on CD's at the time they are scanned which will reduce the time and effort required to make a copy of these items.

The estimated cost for this operation will be \$108,157.00

****NOTE:** Per SB 1744, in addition to fees already charged, an additional \$1.00 archive fee "for the preservation of Vital Statistics records..." will be added. These records include birth, death, fetal death, marriage, divorce and annulment. This fee will bring in an additional \$18,000 per year and will be used to set up a stand-alone system for the scanning of birth and death certificates. A stand-alone system is vital to maintain the security of these records. Scanning of these records will begin as soon as the system is up. Please note that only the person designated as "the local registrar" may collect and expend this fee.



Dianna Spieker CCT, CIO

Certified County Treasurer (CCT)

Certified Investment Officer (CIO)

Tom Green County Treasurer

112 W Beauregard

San Angelo, TX 76903

(915) 659-3263 (915) 659-6440 (fax)

Effective April 2003 Area Code (325)

Email dianna.spieker@co.tom-green.tx.us

Treasurer@co.tom-green.tx.us

August 30, 2003

Members of Tom Green County Commissioners Court

Gentlemen:

Pursuant to Local Government Code 151.001 - .002 and 152.011 (see attached) paraphrase "each department must apply to the commissioners court for personnel" and "the court shall determine the number of employees and the salary to be paid".

The attached salaries for FY04 should satisfy this requirement. The FY04 budget supplies the number of employees allowed by each department. The statutes do not prohibit amendments to the budget as approved by the Commissioners Court.

The spreadsheet was prepared from information as follows:

- Payroll 09/15/03
- Step Increases for those on Grade/Step as Per Budget
- 2.5% Increase for those not on Grade/Step as Per Budget
- District Judge Court Orders
- Grant Paperwork
- Auditor has reviewed the spreadsheet.

Information contained on the report is true and correct to the best of my knowledge. Additional changes may be provided during a regular schedule court meeting under the heading Personnel Actions.

Report is hereby, submitted, for the Court's acceptance.

Dianna / copy

Dianna Spieker
Tom Green County Treasurer

Statements Underlined are not part of the Code but reference the procedure used by Tom Green County. Next Budget Year the Treasurer will provide a current employee roster with pay status to the Auditor to be distributed with Budget Request Paperwork.

§ 152.011. Amount Set by Commissioners Court

The commissioners court of a county shall set the amount of the compensation, office and travel expenses, and all other allowances for county and precinct officers and employees who are paid wholly from county funds. Budget

§ 151.001. Officer Applies to Commissioners Court for Authority to Appoint Employees

(a) A district, county, or precinct officer who requires the services of deputies, assistants, or clerks in the performance of the officer's duties shall apply to the commissioners court of the county in which the officer serves for the authority to appoint the employees. If the county has a population of more than 190,000, the officer shall apply for the authority to appoint any other kinds of employees.

(b) The application must be sworn and must state: Budget Request

(1) the number of employees required; Budget Request

(2) the title of the positions to be filled; and In Payroll System

(3) the amounts to be paid the employees. Approved by Commissioners' Court Through Budget Process

§ 151.002. Commissioners Court Adopts Order Authorizing Appointment of Employees

After the receipt of an application under this subchapter, the commissioners court by order shall determine the number of employees that may be appointed and shall authorize their appointment. Approved by Commissioners' Court Through Budget Process

Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
001	001	001	427	Bramble	Car Allowance		\$38.75
001	001	001	103	Bramble, Anita R.	Admin Asst	27-9	\$1,789.79
002	001	002	105	Adame, Mary	Assistant	12-2	\$718.29
002	001	002	109	Grimaldo, Johnny	Purchasing Agent	21-2	\$1,119.97
002	001	002	105	Williams, Curtis M.	Courier	8-3	\$604.14
003	001	003	105	Aguero, Raul A.	Deputy Co Clerk	10-7	\$735.52
003	001	003	105	Baulos, Robert	Deputy Co Clerk	13-2	\$753.83
003	001	003	105	Baulos, Susan	Deputy Co Clerk	10-2	\$650.44
003	001	003	105	Bradley, Cheryl K.	Asst Supervisor	13-2	\$753.83
003	001	003	105	Donaway, Mary	Deputy Co Clerk	10-3	\$666.60
003	001	003	109	Dyer, Marsha	Section Supervisor	16-3	\$897.05
003	001	003	105	Edwards, Sandra	Deputy Co Clerk	10-2	\$650.44
003	001	003	109	Finch, Erlinda	Section Supervisor	16-2	\$874.44
003	001	003	105	Fisher, Donna G.	Deputy Co Clerk	10-2	\$650.44
003	001	003	105	Harrell, Gail (split w/3 & 119)	Bookkeeper	9-12	\$436.72
003	001	003	427	McGill	Car Allowance		\$38.75
003	001	003	101	McGill, Elizabeth	Elected	EO	\$1,880.96
003	001	003	104	Monico, Gary M.	Chief Deputy	20-2	\$1,065.05
003	001	003	105	Moore, Linda	Asst RMO	12-2	\$718.29
003	001	003	105	Pittman, Jennifer L	Deputy Co Clerk	13-2	\$753.83
003	001	003	109	Reyes, Jessica	Section Supervisor	16-2	\$874.44
003	001	003	105	Riskus, Theda V	Cashier	10-2	\$650.44
003	001	003	105	Robertson, Marie	Deputy Co Clerk	10-3	\$666.60
003	001	003	105	Tobias Castillo, Rosalinda M.	Deputy Co Clerk	13-5	\$811.97
003	001	003	109	Vacant (Whitford)	Section Supervisor	16-1	\$852.90 *May Change
003	001	003	105	Van Strien, Helene	Deputy Co Clerk	10-2	\$650.44
003	001	003	105	Watkins, Brenda	Deputy Co Clerk	13-2	\$753.83
004	001	004	427	Barta	Car Allowance		\$25.00
004	001	004	109	Barta, Mark J.	Risk Manager	DH	\$1,708.34
005	001	005	427	Rommelfanger	Car Allowance		\$41.33
005	001	005	109	Rommelfanger, Gary S.	Department Head	17-9	\$1,091.96
005	075	005	109	Rommelfanger, Gary S.	Supplement		\$26.27
005	001	005	105	Van Zant, Sandra	Assistant	15-2	\$832.43
005	075	005	105	Van Zant, Sandra	Supplement		\$26.27
006	001	006	109	Foley, Merle	Supervisor	16-2	\$874.44
006	001	006	105	Galvan, BJ	Receptionist	7-2	\$561.06
006	001	006	105	Jolley, April	Caseworker	10-2	\$650.44
007	001	007	105	Ruder, Beverly	Assistant	13-2	\$753.83
007	001	007	105	Santana, Patricia	Receptionist	10-2	\$650.44
007	001	007	109	Wilson, Mildred C.	Department Head	26-4	\$1,505.49
008	001	008	105	Burke, Kevin	Technician	14-2	\$792.59
008	001	008	105	Carrillo, Guadalupe	Receptionist	7-2	\$561.06
008	001	008	109	Counts, Susan	Office Manager	15-6	\$918.58
008	001	008	109	Mitchell, Mitch	Manager	19-2	\$1,014.43
008	001	008	108	Parttime	Parttime	PT	
011	001	011	427	Brown	Car Allowance		\$300.00
011	001	011	101	Brown, Mike	Elected	EO	\$2,224.93
011	001	011	105	Perez, Ilma I.	Admin Asst		\$1,177.99
011	001	011	132	Brown State Supplement	State Supplement		\$416.67
012	001	012	102	Clanton, Paula R.	Court Reporter		\$2,104.77
012	001	012	102	Conner, Vernon L.	Baliff		\$1,282.22
012	001	012	102	Delarosa, Blanca	Baliff		\$1,282.22
012	001	012	102	Goodgion, Lori L.	Court Reporter		\$1,703.84

Salaries Effective 10/01/03

Names are Current through 09/15/03 Payroll

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
012	001	012	101	Gossett, Thomas J.	Elected	EO	\$336.53
012	001	012	102	Hale, Alvin	Baliff		\$1,282.22
012	001	012	102	Harris, Deborah D.	Court Reporter		\$1,774.33
012	001	012	110	Jackson, Irene P.	Court Admin		\$1,284.30
012	001	012	102	Johnson, Martin A.	Court Reporter		\$1,670.01
012	001	012	101	Leifeste, Roger R.	Elected	EO	\$336.53
012	001	012	110	McFarland, Shannon	Court Admin		\$1,110.58
012	001	012	110	Noriega, Sylvia	Court Admin		\$1,060.74
012	001	012	102	Race, Phil	Baliff		\$1,282.22
012	001	012	108	Riles, George E.	Grand Jury Baliff	PT	\$194.23
012	001	012	102	Saunders, Cindy E.	Court Reporter		\$2,104.77
012	001	012	110	Thomason, Martha	Assistant		\$830.11
012	001	012	101	Walther, Barbara L.	Elected	EO	\$288.65
012	001	012	101	Woodward, Garland	Elected	EO	\$265.44
012	001	012	110	Young, Sharon S.	Court Admin		\$1,295.60
013	001	013	103	Best, John H.	Asst DA		\$1,925.19
013	001	013	103	Clayton, Jeffrey B.	Asst DA		\$2,527.32
013	001	013	101	County Juv Match-Lupton	Match		\$50.00
013	001	013	101	County Juv Match-Smith	Match		\$50.00
013	001	013	103	Dickens, James	Asst DA		\$1,925.19
013	001	013	105	George, Christine	Legal Asst	14-5	\$852.90
013	001	013	105	Goldring, Lara	Legal Asst	14-2	\$792.59
013	001	013	105	Jacobs, Joann E.	Legal Asst	14-5	\$852.90
013	001	013	132	Longevity	Longevity		
013	001	013	101	Lupton, Stephen R.	Elected	EO	\$295.10
013	001	013	103	Pantano, Mark R.	Asst DA		\$1,925.19
013	001	013	108	Parttime	Parttime	PT	
013	001	013	105	Phair, Betty A.	Receptionist	10-2	\$650.44
013	001	013	101	Smith, Stephen H.	Elected	EO	\$270.25
013	001	013	103	Spaeth, Tonya	Asst DA		\$1,793.75
013	001	013	105	Sparks, Kay	Office Manager	18-12	\$1,235.20
013	001	013	105	Tedder, Chanda	Legal Asst	15-4	\$874.44
013	001	013	105	Thurman, Molly Jo	Legal Asst	14-2	\$792.59
013	001	013	105	Wilson, Diana R.	Investigator	21-12	\$1,469.17
013	001	013	105	Wright, A. Janie	Victim Coord	20-4	\$1,119.97
014	001	014	105	Alvarez, Longina	Deputy Dist Clerk	10-2	\$650.44
014	001	014	104	Englert, Brenda J.	Chief Deputy	18-10	\$1,175.96
014	001	014	105	Guillory, Paul	Deputy Dist Clerk	13-2	\$753.83
014	001	014	105	Hepner, Lori Ann	Asst Chief Deputy	16-3	\$897.05
014	001	014	105	Luera, Libertad	Deputy Dist Clerk	10-2	\$650.44
014	001	014	105	Martinez, Josephine	Deputy Dist Clerk	14-2	\$792.59
014	001	014	108	Parttime	Parttime	PT	
014	001	014	105	Pond, Jo Ann	Deputy Dist Clerk	14-3	\$811.97
014	001	014	105	Roberts, Veloris	Deputy Dist Clerk	10-2	\$650.44
014	001	014	105	Saenz, Elezabeth	Deputy Dist Clerk	13-5	\$811.97
014	001	014	105	Sanderson, Thomas J.	Section Supervisor	16-2	\$874.44
014	001	014	105	Schaller, Vickie	Section Supervisor	14-2	\$792.59
014	001	014	105	Turley, Leandra	Deputy Dist Clerk	13-2	\$753.83
014	001	014	104	Vines, Vicki R.	Chief Deputy	20-2	\$1,065.05
014	001	014	427	Woodfin	Car Allowance		\$38.75
014	001	014	101	Woodfin, Sherilyn	Elected	EO	\$1,928.88
015	001	015	105	Holberg, Candace	Court Clerk	12-5	\$773.21
015	001	015	427	Serna	Car Allowance		\$196.88

Salaries Effective 10/01/03

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
015	001	015	101	Serna, Guillermo C.	Elected	EO	\$1,305.17
015	001	015	105	Walker, Eloise	Court Clerk	10-5	\$699.98
016	001	016	105	Arthur, Bonnie	Court Clerk	12-6	\$792.59
016	001	016	427	Smith	Car Allowance		\$196.88
016	001	016	101	Smith, Russell	Elected	EO	\$1,305.17
016	001	016	105	Wochl, Dallas	Court Clerk	10-2	\$650.44
017	001	017	105	Butera, Linda K.	Court Clerk	12-6	\$792.59
017	001	017	427	Floyd	Car Allowance		\$196.88
017	001	017	101	Floyd, Stephen C.	Elected	EO	\$1,305.17
017	001	017	105	Tobar, Geneva	Court Clerk	10-2	\$650.44
018	001	018	427	Howard	Car Allowance		\$196.88
018	001	018	101	Howard, Benjamin E.	Elected	EO	\$1,305.17
018	001	018	105	McEntyre, Janet	Court Clerk	12-2	\$718.29
018	001	018	105	Riley, Tonia A.	Court Clerk	10-4	\$683.83
020	001	020	110	Losoya, Jose	Court Admin		\$1,054.46
020	001	020	101	Nolen, Charles	Elected	EO	\$4,090.07
021	001	021	110	Jacobs, William O.	Court Admin		\$1,054.46
021	001	021	101	Roberts, Penny A.	Elected	EO	\$4,090.07
022	001	022	132	Longevity	Longevity		80.00
022	001	022	103	Williams, Allison	Asst DA		2,466.00
023	001	023	103	Goodman, Stephanie A.	Asst DA		\$2,160.34
023	001	023	132	Longevity	Longevity		
023	001	023	105	Vacant (Lopez)	Legal Asst		\$384.38
024	001	024	105	Harris, Mike	Investigator		\$1,333.00
025	001	025	105	Englert, Michael R.	Investigator	20-2	\$1,065.05
025	001	025	103	Fohn, Gerald	Asst CA		\$1,973.13
025	001	025	103	Hughes, Julie	Asst CA		\$1,165.94
025	001	025	103	Hughes, Julie Grant	Asst CA		\$627.81
025	001	025	105	Lam, Debbie Ann	Hot Check Clerk	12-2	\$718.29
025	001	025	105	Longest, Donna K.	Investigator		1,075.42
025	001	025	105	Muro, Mary Ann	Receptionist	10-2	\$650.44
025	001	025	108	Parttime	Parttime	PT	
025	001	025	109	Pierce, Teena J.	Office Manager	17-8	\$1,065.05
025	001	025	105	Smith, Sandy	Crim Clerk	15-3	\$852.90
025	001	025	132	State Supplement	State Supplement		
025	001	025	101	Taylor, Christopher	Elected	EO	\$2,104.33
025	001	025	103	Villarreal, Richard	Asst CA		\$1,973.13
027	001	027	105	Vacant (Grant)	Admin Asst Vacant		\$984.96
027	001	027	103	Vacant (Proctor)	Asst CA		1,708.34
028	001	028		Guthrie, Rita		PAM	
028	001	028		Stallings, Cari		PAM	
030	001	030	105	Benton, Michael S.	Asst	11-4	\$718.29
030	001	030	108	Parttime	Parttime	PT	
030	001	030	427	Taylor	Car Allowance		\$16.58
030	001	010	109	Taylor, Molly (sal 1w/010 - \$1	Department Head	DH	\$157.59
030	001	030	109	Taylor, Molly (sal 1w/010 - \$1	Department Head	DH	\$1,435.47
030	001	030	105	Torres, Amelia	Data Entry Clerk	10-2	\$650.44
031	001	031	105	Patrick, Tracey	Coordinator		\$962.50
031	001	031	105	Vacant (Lopez)	Legal Asst		\$384.38
034	001	034	105	Torres, Cheryl M.	Coordinator		\$1,281.25
035	001	035	102	Cheek, Gayle	Asst Auditor		\$1,517.34
035	001	035	102	Hahne, Dawn	Asst Auditor		\$1,399.97
035	001	035	102	Liles, Stanley P.	Appointed		\$1,745.90

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)	G/S	FY04
035	001	035	207	Liles, Stanley P-Service Fee	Auditor Service Fee	\$300.00
035	001	035	102	McCrea, Regina	Asst Auditor	\$1,368.69
035	001	035	102	Winkler, Su-An	Asst Auditor	\$1,302.60
036	001	036	105	Lopez, Melva	Acct Specialist	\$753.83
036	001	036	108	Parttime	Parttime	PT
036	001	036	427	Spieker	Car Allowance	\$25.00
036	001	036	101	Spieker, Dianna M.	Elected	EO \$1,794.84
036	001	036	104	Tennie, Johnnie	Chief Deputy	18-2 \$964.89
036	001	036	105	Wallace, Christy	Acct Specialist	13-2 \$753.83
037	001	037	105	Arvedson, Casey	Dealer Clerk	12-2 \$718.29
037	001	037	105	Holsey, Shelley	Title Clerk	10-2 \$650.44
037	001	037	101	Jetton, Cynthia C.	Elected	EO \$1,794.84
037	001	037	105	Long, Nancy	Title Clerk	10-2 \$650.44
037	001	037	105	Longoria, Margaritia	Cashier	11-2 \$683.83
037	001	037	105	Maass, Sabine	Title Clerk	10-2 \$650.44
037	001	037	105	Martinez, Corey	Asst Bookkeeper	13-2 \$753.83
037	001	037	105	Mendiola, Jacqueline A.	Section Supervisor	15-7 \$942.28
037	001	037	108	Parttime	Parttime	PT
037	001	037	105	Price, Kayla	Title Clerk	10-2 \$650.44
037	001	037	105	Redman, F. Trudy	Dealer Clerk	12-9 \$852.90
037	001	037	105	Reed, Frances	Bookkeeper	15-2 \$832.43
037	001	037	104	Robles, Rebecca D.	Chief Deputy	18-4 \$1,014.43
037	001	037	105	Salinas, Margaret P.	Dealer Clerk	12-8 \$832.43
037	001	037	105	Urias, Amanda	Title Clerk	10-2 \$650.44
037	001	037	105	Villa, Romelia R.	Report Clerk	12-2 \$718.29
042	001	042	105	Aguilar, Cynthia	Jailer	16-2 \$874.44
042	001	042	105	Aguilar, Diane V.	Jailer	16-2 \$874.44
042	001	042	135	Allen, Todd A.	Sergeant	20-2 \$1,065.05
042	001	042	105	Alvarado, Jose G.	Jailer	16-5 \$942.28
042	001	042	135	Alwine, Andrew	Sergeant	20-2 \$1,065.05
042	001	042	105	Baker, David F.	Jailer	16-2 \$874.44
042	001	042	105	Balli, Erica	Jailer	16-2 \$874.44
042	001	042	105	Bednar, Vanzant L.	Jailer	16-2 \$874.44
042	001	042	105	Beuvink, Frans	Jailer	16-5 \$942.28
042	001	042	105	Beyer, Margaret Ann	Jailer	16-5 \$942.28
042	001	042	105	Bingham, Tammy	Jailer	16-2 \$874.44
042	001	042	136	Bollinger, Monica R	Corporal	18-2 \$964.89
042	001	042	105	Breeding, Gerald	Jailer	16-2 \$874.44
042	001	042	105	Brooks, Richard Eugene	Jailer	16-5 \$942.28
042	001	042	138	Byrne, Mary G.	Department Head	29-2 \$1,661.64
042	001	042	136	Cardona, Arturo	Corporal	18-2 \$964.89
042	001	042	135	Chernick, Michele	Sergeant	20-2 \$1,065.05
042	001	042	105	Clark, Larry	Jailer	16-2 \$874.44
042	001	042	105	Clawson, Joseph B.	Jailer	16-2 \$874.44
042	001	042	105	Counts, Wesley K.	Jailer	16-5 \$942.28
042	001	042	105	Crimm, Susanne I.	Jailer	16-2 \$874.44
042	001	042	105	Davis, C. Ray	Jailer Transport	16-12 \$1,176.67
042	001	042	105	Davis, Jimmy A.	Jailer	16-3 \$897.05
042	001	042	105	Devore, Billie J.	Jailer	16-4 \$918.58
042	001	042	105	Dominguez, David	Jailer	16-2 \$874.44
042	001	042	105	Dudley, Claude	Jailer	16-2 \$874.44
042	001	042	105	Evans, Heather	Jailer	16-2 \$874.44
042	001	042	137	Faull, Kathy A.	Medical Records Bookkeeper	14-2 \$792.59

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
042	001	042	136	Fiveash, William	Corporal	18-2	\$964.89
042	001	042	136	Flores, Jimmy Ramon	Corporal	18-2	\$964.89
042	001	042	105	Flores, John	Jailer	16-2	\$874.44
042	001	042	105	Francis, Raymond L.	Jailer	16-2	\$874.44
042	001	042	105	Galvan, Ernest	Jailer	16-2	\$874.44
042	001	042	136	Garcia, Eric	Corporal	18-2	\$964.89
042	001	042	105	Garcia, Maria	Jailer	16-2	\$874.44
042	001	042	105	Graham, Richard	Jailer	16-2	\$874.44
042	001	042	105	Granada, Duke	Jailer	16-2	\$874.44
042	001	042	105	Guess, Nolen	Jailer	16-2	\$874.44
042	001	042	105	Gutierrez, Daniel	Jailer	16-2	\$874.44
042	001	042	105	Hales, James	Jailer	16-2	\$874.44
042	001	042	105	Hancock, Sandra E.	Jailer	16-4	\$918.58
042	001	042	137	Hind, Winona	Jail Clerk	12-2	\$718.29
042	001	042	105	Holcomb, Amanda	Jailer	16-2	\$874.44
042	001	042	105	Holland, Charlene	Jailer	16-2	\$874.44
042	001	042	105	Holland-Mull, Beth	Jailer	16-2	\$874.44
042	001	042	105	Hollis, Billy	Jailer	16-2	\$874.44
042	001	042	105	Hollis, Elena	Jailer	16-2	\$874.44
042	001	042	105	Howell, Peggy	Jailer	16-2	\$874.44
042	001	042	105	Hunt, Michael L.	Jailer	16-3	\$897.05
042	001	042	105	Jackson, Frank	Jailer	16-2	\$874.44
042	001	042	105	Jennings, Tonia I.	Jailer	16-2	\$874.44
042	001	042	105	Juarez, Orlando	Jailer	16-2	\$874.44
042	001	042	105	Kolb, Louis	Jailer	16-2	\$874.44
042	001	042	105	Kruse, Kachina	Jailer	16-1	\$852.90
042	001	042	105	Lawless, Alvin	Jailer	16-2	\$874.44
042	001	042	105	Lindley, Vicki	Jailer	16-2	\$874.44
042	001	042	105	Lindsey, Shuddell	Jailer	16-2	\$874.44
042	001	042	105	Lopez, Israel	Jailer	16-2	\$874.44
042	001	042	105	Luna, Jennifer	Jailer	16-2	\$874.44
042	001	042	105	Manos, Gary A.	Jailer	16-2	\$874.44
042	001	042	105	Mayberry, Rebecca	Jailer	16-2	\$874.44
042	001	042	127	McClarty, Charlotte	Nurse	LVN	\$1,083.09
042	001	042	105	McCorkle, Sean	Jailer	16-2	\$874.44
042	001	042	136	McMillian, Patrick	Corporal	18-2	\$964.89
042	001	042	105	Meraz, Juan C.	Jailer	16-2	\$874.44
042	001	042	135	Miears, Bryan	Sergeant Transport	20-2	\$1,065.05
042	001	042	105	Miears, Cory	Jailer	16-2	\$874.44
042	001	042	105	Mild, Jeannie Carley	Jailer	16-3	\$897.05
042	001	042	136	Miller, Chad	Corporal	18-2	\$964.89
042	001	042	136	Moriarty, Thomas	Corporal	18-2	\$964.89
042	001	042	105	Murphy, Nancy E.	Jailer	16-4	\$918.58
042	001	042	105	New, Randall W.	Jailer	16-4	\$918.58
042	001	042	105	Norwood, Robert	Jailer	16-2	\$874.44
042	001	042	119	Overtime	Overtime		
042	001	042	105	Pittman, Robet	Jailer	16-2	\$874.44
042	001	042	105	Poynor, Carrie B.	Jailer	16-2	\$874.44
042	001	042	105	Quezada, Abel S.	Jailer	16-2	\$874.44
042	001	042	105	Ramos, John D.	Jailer	16-2	\$874.44
042	001	042	105	Reyes, Carmen M.	Jailer	16-2	\$874.44
042	001	042	105	Rich, Raymond	Jailer	16-2	\$874.44
042	001	042	127	Robinson, Josefina	Nurse	LVN	\$1,083.09

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
042	001	042	105	Russell, Lonnie	Jailer	16-5	\$942.28
042	001	042	105	Rychlik, Jerry S.	Jailer	16-5	\$942.28
042	001	042	105	Sanchez, Andrew	Jailer	16-2	\$874.44
042	001	042	137	Santana-Rivera, Carlos	Jail Clerk	12-2	\$718.29
042	001	042	105	Sawyer, William M.	Jailer	16-6	\$964.89
042	001	042	105	Schwartz, Mark A.	Jailer	16-4	\$918.58
042	001	042	105	Selman, Mandy	Jailer Vacant	16-2	\$874.44
042	001	042	105	Skelton, David	Jailer	16-2	\$874.44
042	001	042	105	Smith, Martin	Jailer	16-2	\$874.44
042	001	042	105	Smith, Zane	Jailer	16-2	\$874.44
042	001	042	105	Spencer, Steven L.	Jailer	16-5	\$942.28
042	001	042	127	Stevens, Trey	Nurse	LVN	\$1,083.09
042	001	042	134	Thomas, Kenneth Mack	Asst Captain	22-3	\$1,205.04
042	001	042	127	Vacant (Carlander)	Supervisor	LVN	\$1,182.11
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	105	Vacant New	Jailer Vacant	16-1	\$852.90
042	001	042	140	Vacant-(Bingham)	Commissary Clerk	13-1	\$735.52
042	001	042	105	Velez, Elsa	Jailer	16-2	\$874.44
042	001	042	105	Vessell, Laurie K.	Jailer	16-4	\$918.58
042	001	042	105	Walker, Wanda	Jailer	16-5	\$942.28
042	001	042	140	Whatley, Rhonda	Commissary Clerk	12-2	\$718.29
042	001	042	137	Whitton, Georgia	Jail Clerk	12-9	\$852.90
042	001	042	105	Williford, Karin G.	Jailer	16-12	\$1,234.37
042	001	042	105	Williford, Kimberly S	Jailer	16-2	\$874.44
042	001	042	105	Woods, Eric	Jailer	16-2	\$874.44
042	001	042	105	Zuniga, Oscar G.	Jailer	16-2	\$874.44
043	001	043	588	Adams, Alisha			\$54.17
043	001	043	105	Adams, Alisha	Detention Officer Vacant		\$791.67
043	001	043	588	Almond, Mickey L			\$108.33
043	001	043	105	Almond, Mickey L	Supervisor		\$1,413.91
043	001	043	588	Brown, James D.			\$54.17
043	001	043	105	Brown, James D.	Detention Officer		\$841.58
043	001	043	105	Byrd, Karen G.	Cook		\$759.25
043	001	043	105	Funk, Charles	Custodian		\$745.92
043	001	043	588	Gallegos, Antonio			\$54.17
043	001	043	105	Gallegos, Antonio	Detention Officer		\$952.08
043	001	043	588	Garcia, Dora			\$54.17
043	001	043	105	Garcia, Dora	Detention Officer		\$1,237.38
043	588	322	105	Gayoso, Keneth B.			\$54.17
043	001	043	105	Gayoso, Keneth B.	Detention Officer		\$830.46
043	588	322	105	Graves, Patrick A.			\$108.33
043	586	222	105	Graves, Patrick A.			\$64.17
043	001	043	105	Graves, Patrick A.	Director		\$1,998.29
043	588	322	105	Lambert, Jason			\$54.17
043	001	043	105	Lambert, Jason	Detention Officer		\$862.38
043	588	322	105	Miller, Todderick			\$54.17
043	001	043	105	Miller, Todderick	Detention Officer		\$830.17
043	588	322	105	Morales, Andrew			\$54.17
043	001	043	105	Morales, Andrew	Detention Officer		\$830.17

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
043	001	043	105	Solis, Amanda	Detention Officer		\$873.38
043	001	043	108	Standby's	Standby's	SB	
043	588	322	105	Wade, Sharon			\$54.17
043	001	043	105	Wade, Sharon	Detention Officer		\$974.54
043	588	322	105	Wynn, Katrena	Juve Vacant		\$791.67
043	001	043	105	Wynn, Katrena			\$54.17
044	001	044	105	Bible, Lyndon D.	Juv Corr Officer #1		\$755.08
044	001	044	105	Fillip, Barbara	Admin Asst		\$811.03
044	001	044	105	Garcia, Carolyn F.	Counselor		\$982.29
044	001	044	109	Harris, Becky	Department Head	DH	\$1,708.34
044	001	044	105	Hernandez,-G, Daniel	Supervisor		\$854.16
044	001	044	105	Hooten, Kristy	Counselor		\$1,025.00
044	001	044	103	Jetton, Cash	Asst Director		\$1,537.50
044	001	044	105	Kates, Karla F.	Supervisor		\$854.16
044	001	044	105	Mendez, Lilia	Cook		\$577.41
044	001	044	105	Moses, Matthew B.	Juv Corr Office #3		\$755.08
044	001	044	108	Standby's	Standby's	SB	
044	001	044	105	Thomas, Allie	Supervisor		\$854.16
044	001	044	105	Torres, Michael R.	JCO Level II		\$799.50
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant	Maint		\$799.50
044	001	044	105	Vacant	Juv Corr Officer		\$755.08
044	001	044	105	Vacant (Hohman)	Juv Corr Officer #2		\$755.08
044	001	044	105	Whiten Jr., Lynn	Supervisor		\$854.16
044	001	044	105	Wingo, Thomas	Juv Corr Officer		\$799.50
049	001	049	0105	Johnson, Jerry			\$770.84
050	001	050	427	Hall	Car Allowance		\$25.00
050	001	050	101	Hall, Junior B.	Elected	EO	\$1,175.96
051	001	051	427	Box	Car Allowance		\$25.00
051	001	051	101	Box, Roy	Elected	EO	\$1,175.96
052	001	052	427	Buck	Car Allowance		\$25.00
052	001	052	101	Buck, Michael R.	Elected	EO	\$1,175.96
052		052	145	MHDU Supplement	MHDU		\$228.01
053	001	053	427	Hester	Car Allowance		\$25.00
053	001	053	101	Hester, Alvie	Elected	EO	\$1,175.96
053		053	145	MHDU Supplement	MHDU		\$228.01
054	001	054	137	Allen-Armour, Jorie	Relief Dispatcher	12-2	\$718.29
054	001	054	105	Baker, Mark	Patrol	19-5	\$1,091.96
054	001	054	105	Balderaz, Roy	Patrol	19-10	\$1,235.20
054	001	054	105	Boatright, Andrea	Patrol	19-5	\$1,091.96
054	001	054	105	Brooks, Stacye W.	Patrol	19-5	\$1,091.96
054	001	054	105	Bryant, Walter L.	Patrol	19-5	\$1,091.96
054	001	054	137	Butler, Brandy	Relief Dispatcher	12-2	\$718.29
054	001	029	135	Camelbeek, Louis R.	Sergeant	20-7	\$1,205.04
054	001	054	105	Cortez, Orlando	Patrol	19-10	\$1,235.20

Salaries Effective 10/01/03

Names are Current through 09/15/03 Payroll

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
054	001	054	109	Counts, Larry	Sergeant	20-10	\$1,297.65
054	001	054	135	Davis, Glenn	Sergeant	20-7	\$1,205.04
054	001	054	105	Dickson, Stewart	Information Officer	19-6	\$1,119.97
054	001	054	137	Dieterle, Susan D.	Records Clerk	12-3	\$735.52
054	001	054	105	Estes, W. A.	Patrol	19-5	\$1,091.96
054	001	054	109	Faison, David	Sergeant	21-5	\$1,205.04
054	001	054	137	Ford, Iyshia L	Relief Dispatcher	12-2	\$718.29
054	001	054	107	Goetz, Larry	Sergeant	20-7	\$1,205.04
054	001	054	101	Hunt, Joe B.	Elected	EO	\$2,156.92
054	001	054	105	Jackson, Tommy	Patrol	19-5	\$1,091.96
054	001	054	137	Juarez, Dolores G.	Dispatcher	13-2	\$753.83
054	001	054	134	Lawrence, Sandy	Lieutenant	24-2	\$1,297.65
054	001	054	105	Lopez, Anthony C.	Patrol	19-7	\$1,147.97
054	001	054	109	Magee, Mike	Sergeant	21-5	\$1,205.04
054	001	054	105	Massey, Robert Leon	Patrol	19-8	\$1,175.96
054	001	054	137	Mcada, Dixie Sue	Supervisor	18-6	\$1,065.05
054	001	054	138	Mild, Stephen Thomas	Captain	25-2	\$1,363.34
054	001	054	109	Moore, Barry L.	Patrol	21-6	\$1,235.20
054	001	054	105	Muncey, Keith S.	Patrol	19-5	\$1,091.96
054	001	054	135	Noriega, Eddie G.	Sergeant	20-7	\$1,205.04
054	001	054	119	Overtime	Overtime		
054	001	054	137	Parr, Thomas J.	Dispatcher	14-7	\$897.05
054	001	054	137	Peterson, Rosemary	Relief Dispatcher	12-2	\$718.29
054	001	054	105	Polanco, Raul G.	Patrol	19-7	\$1,147.97
054	001	054	105	Ralph, Evan	Patrol	19-5	\$1,091.96
054	001	054	105	Ramos, Robert	Patrol	19-10	\$1,235.20
054	001	054	104	Richey, John T.	Chief Deputy	30-2	\$1,745.64
054	001	054	105	Ripple, Sondra	Patrol	19-5	\$1,091.96
054	001	054	105	Ruiz, Sandy	Patrol	19-5	\$1,091.96
054	001	054	131	Safe And Sober	Safe And Sober		
054	001	054	134	Sailer, Lockie	Lieutenant	23-2	\$1,235.20
054	001	054	135	Sanders, Richard Ron	Sergeant	20-7	\$1,205.04
054	001	054	105	Schlather, Charles	Patrol	19-5	\$1,091.96
054	001	054	105	Sikes, Tommy L.	Patrol	19-8	\$1,175.96
054	001	054	135	Smith, James Earl	Sergeant	20-7	\$1,205.04
054	001	054	105	Stewart, Jock	Patrol	19-8	\$1,175.96
054	001	054	134	Swick, Randy G.	Lieutenant	23-2	\$1,235.20
054	001	054	137	Ubnoski, Kitty	Relief Dispatcher	12-2	\$718.29
054	001	054	105	Walker, John S.	Patrol	19-7	\$1,147.97
054	001	054	137	Waller, William	Dispatcher	13-2	\$753.83
054	001	054	105	Ybarra, Joe L.	Patrol	19-8	\$1,175.96
056	588	322	105	Angermeier, Robert			\$108.33
056	001	056	105	Angermeier, Robert	Juv Probation Officer		\$1,009.46
056	586	222	105	Baca, Cindy			\$218.75
056	585	273	105	Baca, Cindy			\$58.33
056	587	223	105	Barton, Dusty			\$1,104.25
056	588	322	105	Barton, Dusty			\$108.33
056	001	056	105	Barton, Dusty	JJC Split		\$59.58
056	001	056	105	Belcher, Wendy L.	Secretary		\$711.33
056	586	222	105	Benge, Jonnie			\$924.13
056	588	322	105	Benge, Jonnie	JJC Split		\$108.33
056	001	056	105	Benge, Jonnie			\$164.13
056	588	322	105	Cano, Melissa			\$108.33

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Dept.	Fund	Div	Line	Name (Revised 09/15/03)	G/S	FY04
056	001	056	105	Cano, Melissa	Juv Probation Officer	\$982.29
056	588	322	105	Carlson, Melanie C.		\$108.33
056	001	056	105	Carlson, Melanie C.	Supervisor	\$1,345.46
056	001	056	105	Carroll, Tyrie	Juv Probation Officer	\$958.33
056	588	322	105	Childress, Micheal		\$108.33
056	001	056	105	Childress, Micheal	Supervisor	\$1,345.46
056	586	222	105	Duncan, Jerry		\$924.13
056	588	322	105	Duncan, Jerry	JJC Split	\$108.33
056	001	056	105	Duncan, Jerry		\$129.13
056	586	222	105	Dye, Michelle		\$924.13
056	588	322	105	Dye, Michelle	JJC Split	\$108.33
056	001	056	105	Dye, Michelle		\$194.46
056	588	322	105	Hadnot, Hiram		\$108.33
056	001	056	105	Hadnot, Hiram	Juv Probation Officer	\$982.29
056	585	273	105	Jennings, Pamela		\$1,000.00
056	588	322	105	Jones, James B.		\$108.33
056	001	056	105	Jones, James B.	Juv Probation Officer	\$1,053.21
056	001	056	125	Juv Board Supplement(1)	Juv Board Supplement(1)	
056	586	222	105	Lankford, Karen Sue		\$64.17
056	500	226	105	Lankford, Karen Sue		\$43.75
056	001	056	105	Lankford, Karen Sue	Office Manager	\$964.50
056	500	226	105	May, Kalton		\$1,155.67
056	501	323	105	May, Kalton		\$102.25
056	586	222	105	McCurdy, Scooter		\$333.33
056	588	322	105	McCurdy, Scooter		\$108.33
056	001	056	105	McCurdy, Scooter	Coordinator	\$1,157.92
056	001	056	105	Montez, Lorena D.	Secretary	\$853.67
056	588	222	105	Perez, Victoria K.		\$108.33
056	001	056	105	Perez, Victoria K.	Juv Probation Officer	\$982.29
056	586	222	105	Pipes, Stacy	JJC Split	\$924.13
056	588	322	105	Pipes, Stacy		\$108.33
056	001	056	105	Pipes, Stacy		\$129.13
056	588	322	105	Reeves, Terry		\$108.33
056	001	056	105	Reeves, Terry	Juv Probation Officer	\$1,075.13
056	588	322	105	Robles, Valeria		\$108.33
056	586	222	105	Robles, Valerie		\$1,118.63
056	588	322	105	Sanchez, Edward		\$108.33
056	001	056	105	Sanchez, Edward	Supervisor	\$1,620.17
056	586	222	105	Schniers, Monica		\$64.17
056	588	322	105	Schniers, Monica	JJC Split	\$108.33
056	001	056	105	Schniers, Monica	Asst Chief	\$1,620.17
056	586	222	105	Sellers, Amber		\$924.13
056	588	322	105	Sellers, Amber		\$108.33
056	001	056	105	Sellers, Amber		\$129.13
056	588	322	105	Smith, Heather D.		\$108.33
056	001	056	105	Smith, Heather D.	Juv Probation Officer	\$1,009.46
056	500	226	105	Smith, Norman		\$1,312.29
056	585	273	105	Smith, Norman		\$85.42
056	588	322	105	Smith, Norman		\$108.33
056	585	273	105	Spiers, Trina		\$1,025.00
056	502	244	105	Timmerman, Tim		\$984.83
056	501	323	105	Timmerman, Tim		\$102.25
056	001	056	102	Williams, Mark Shane	Department Head	DH \$2,422.13

Salaries Effective 10/01/03

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)	G/S	FY04
056	586	222	105	Williams, Mark Shane		\$213.54
056	503	245	105	Williams, Mark Shane		\$218.75
056	588	322	105	Williams, Mark Shane		\$108.33
056	588	322	105	Wujcik, Michael		\$108.33
056	001	056	105	Wujcik, Michael	Juv Probation Officer	\$1,118.63
058	001	058	105	Adams, Joseph M	Deputy Constable	\$1,233.95
058	001	058	105	Knox, Clifton P.	Deputy Constable	\$1,233.95
058	001	058	105	Williams, Teresa L.	Deputy Constable	\$1,233.95
059	001	059	105	Vacant (Dannheim)	Parent Trainer	\$982.29
060	001	060	427	Mike Loving	Car Allowance	\$110.00
060	001	060	105	Vogler, Tessa L.	Specialist	16-2 \$874.44
060	001	060	427	Vogler, Tessa L.	Car Allowance	\$236.75
060	001	060	103	Weishuhn, Pam	Specialist	17-7 \$1,039.20
060	001	060	427	Weishuhn, Pam	Car Allowance	\$236.75
070	001	070	105	Badillo, David	Mechanic	17-2 \$918.58
070	005	070	144	Bain, Albert Jr.	Clerical	14-4 \$832.43
070	005	070	144	Castillo, Richard D.	Transport	15-4 \$874.44
070	005	070	144	Hires, Nathan	Technician	20-2 \$1,065.05
070	001	070	109	Horner, Mark	Department Head	25-6 \$1,505.49
070	005	070	144	Kirk, Bryan L., Jr.	Sign Maint	9-12 \$1,011.10
070	005	070	144	Torres, Raymond	Mechanic	20-11 \$1,331.03
078	001	078	109	Dunlap, Anita Irene	Department Head	22-1 \$1,147.96
078	001	078	105	Elkins, Anjanette	Assistant	15-1 \$811.96
078	001	078	108	Parttime	Parttime	PT
078	001	078	105	Vacant New	New	10-1 \$634.29
080	001	080	105	Bazan, Ida Jane	Asst 1	8-3 \$604.14
080	001	080	105	Chatfield, Mary	LB2 Tech Coord	25-3 \$1,397.80
080	001	080	105	Crudup, Mary K.	Technician/Acquisitions	12-11 \$897.04
080	001	080	105	Davis, Toni L.	Asst 2	13-2 \$753.83
080	001	080	105	Green, Wanda	LB2 Adult Coord	25-2 \$1,363.34
080	001	080	105	Guajardo, Refugia	Bookmobile	10-2 \$650.44
080	001	080	105	Harral, Nancy	Bookmobile	13-2 \$753.83
080	001	080	105	Hendricks, Marilyn	Manager	15-4 \$874.44
080	001	080	105	Hernandez, Mary	Asst 1	8-12 \$792.54 Frozen step
080	001	080	105	Jennings, Carolyn	Asst 2	13-11 \$942.28
080	001	080	105	Jones, Christel	Asst Manager	13-2 \$753.83
080	001	080	427	Justiss	Car Allowance	\$47.92
080	001	080	109	Justiss, Larry	Department Head	DH \$2,161.65
080	001	080	105	Landers, Barbara	Asst 1	8-2 \$589.06
080	001	080	105	Lane, Margie	Asst 1	8-12 \$792.54 Frozen step
080	001	080	105	Lin, Jerry P.	LB1 Reference	21-2 \$1,119.97
080	001	080	103	McCloskey, Martha	Associate Director	29-2 \$1,661.64
080	001	080	105	Meyers, Sally	LB2 Childs	23-5 \$1,331.03
080	001	080	105	Nombrano, Aurora	Asst 2	13-11 \$942.28
080	001	080	108	Parttime	Parttime	PT
080	001	080	105	Petersen, Shirley	LA3 Children	15-3 \$852.90
080	001	080	105	Phelps, Kathy M.	Secretary	11-2 \$683.83
080	001	080	105	Rowe, Judy	LA1	8-5 \$634.29
080	001	080	105	Stapleton, Dorothy	Manager	23-7 \$1,397.80
080	001	080	105	Teakell, Garnett	LB1 - Catalog	21-2 \$1,119.97
080	001	080	105	Walter, Nancy	Supervisor	17-5 \$989.66
081	001	081	108	Parttime	Parttime	PT
081	001	081	105	Perez, Nelson	Attendant	11-2 \$683.83

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Prepared by TGC Treasurer From Payroll Records

Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
081	001	081	109	Schmiedekamp, Myron	Department Head	17-2	\$918.58
081	001	081	105	Torres, Alberto V.	Attendant	11-2	\$683.83
090	001	090	427	Ahrens			\$152.36
090	001	090	103	Ahrens, Kelly L.	Agent		\$564.38
090	001	090	105	Alexander, Janice	Assistant	12-2	\$718.29
090	001	090	427	Asbill			\$261.23
090	001	090	103	Asbill, Brandon	Agent		\$596.11
090	001	090	427	Begnaud			\$261.23
090	001	090	103	Begnaud, John	Agent		\$698.69
090	001	090	427	Bumann			\$50.00
090	001	090	105	Hinds, Kathy	Assistant	12-2	\$718.29
090	001	090	108	Parttime	Parttime	PT	
090	001	090	102	Vacant (Ensor)	Department Head	DH	\$576.43
101	001	101	427	Friend	Car Allowance		\$300.00
101	001	101	101	Friend, William C.	Elected	EO	\$1,270.67
102	001	102	427	Bookter	Car Allowance		\$300.00
102	001	102	101	Bookter, Karl W.	Elected	EO	\$1,270.67
103	001	103	427	Weeks	Car Allowance		\$300.00
103	001	103	101	Weeks, Jodie R.	Elected	EO	\$1,270.67
104	001	104	427	Easingwood	Car Allowance		\$300.00
104	001	104	101	Easingwood, Richard	Elected	EO	\$1,270.67
119	001	119	110	Bredemeyer, Sharla	Court Reporter		\$1,703.85
119	001	119	110	Freeman, Charles Michael	Balliff		\$1,282.23
119	001	119	105	Harrell, Gail (split w/3 & 119)	Bookkeeper	9-12	\$436.72
119	001	119	105	Reisner, Vickie	Courts Coordinator	15-2	\$832.43
119	001	119	110	Vacant	Balliff		\$1,282.23
119	001	119	110	Williams Jr., Curtis	Balliff		\$1,282.23
136	001	136	105	(Vacant) Limon	Engineer	13-1	\$735.52
136	001	136	105	Boatright, Robin	Office Manager	9-2	\$619.21
136	001	136	105	Cortez, Leandro S.	Engineer	13-4	\$792.59
136	001	136	109	Killam, Don L.	Department Head	21-12	\$1,685.39
136	001	136	105	Lambert, Warren	Engineer	13-2	\$753.83
136	001	136	103	McGuire, Brian D.	Supervisor	17-2	\$918.58
136	001	136	105	Pond, Kenneth	Engineer	13-2	\$753.83
136	001	136	105	Ramirez, Adrian	Engineer	13-2	\$753.83
136	001	136	105	Rivera, Desiderio	Engineer	13-2	\$753.83
136	001	136	105	Wyatt, Samuel D.	Engineer	13-6	\$832.43
138	001	138	105	Gomez, Ben	Custodian	7-12	\$792.54 Frozen step
138	001	138	105	Martinez, Johnny A.	Custodian	7-12	\$814.61 Frozen step
138	001	138	105	Mitchell, Eva	Custodian	7-2	\$561.06
138	001	138	105	Moreno, Melinda Juarez	Crew Leader	9-8	\$718.29
138	001	138	105	Moreno, Ventura	Custodian	7-2	\$561.06
138	001	138	108	Parttime	Parttime	PT	
138	001	138	105	Reyna, Alex	Custodian	7-2	\$561.06
138	001	138	105	Trevino, Margarita	Custodian	7-2	\$561.06
138	001	138	109	Valles, Richard John	Department Head	15-5	\$897.05
198	005	198	105	Bessent Prentice	Heavy Equip Operator	15-7	942.28
198	005	198	105	Cathey, Larry W.	Heavy Equip Operator	15-2	832.43
198	005	198	105	Domiques, Carlos	Light Equip Operator	13-5	811.97
198	005	198	105	Hinojosa, Gabriel	Heavy Equip Operator	15-5	897.05
198	005	198	105	Lara, Gene B	Light Equip Operator	13-2	753.83
198	005	198	105	Miller, Jack	Heavy Equip Operator	15-3	852.9
198	005	198	105	Provost, Alfred E.	Light Equip Operator	13-3	773.21

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Dept.	Fund	Div	Line	Name (Revised 09/15/03)		G/S	FY04
198	005	198	105	Robertson, Donnie E.	Heavy Equip Operator	15-3	852.9
198	005	198	105	Schwartz, Douglas Wayne	Heavy Equip Operator	15-12	1065.05
198	005	198	117	Spieker, David August	Department Head	25-3	1,397.80
198	005	198	105	Tounget, Ken	Light Equip Operator	13-12	1,139.14
198	005	198	105	Trejo, Seledonio	Light Equip Operator	13-5	811.97
198	005	198	105	Vacant Heavy	Heavy Vacant	15-1	811.97
198	005	198	105	Vacant Light	Light Equip Vacant	13-1	735.52
198	005	198	109	Valdez, Javier G.	Foreman	20-5	1,147.97
199	006	199	109	Braden, Karl	Foreman	20-9	1266.43
199	006	199	105	Bradshaw Jr., Joey	Heavy Equip Operator	15-2	832.43
199	006	199	105	Clary, Kevin	Light Equip Operator	13-2	753.83
199	006	199	117	Hedden, Ronnie	Department Head	25-7	1543.19
199	006	199	105	Hill, Donald R.	Light Equip Operator	13-2	753.83
199	006	199	105	Lec, Micheal	Heavy Equip Operator	15-12	1,119.27
199	006	199	105	Martinez, Robert V.	Heavy Equip Operator	15-12	1065.05
199	006	199	105	Ramirez, Juan Arsola	Light Equip Operator	13-7	852.9
199	006	199	105	Robeson, Jerry M.	Light Equip Operator	13-12	989.01
199	006	199	105	Stevens, Robert	Heavy Equip Operator	15-6	918.58
199	006	199	105	Vacant (Burleson)	Heavy Equip Vacant	15-1	811.97
199	006	199	105	Vacant (Pierson)	Light Equip Vacant	13-1	735.52
199	006	199	105	Wagner, Ronnie	Light Equip Operator	13-2	753.83
199	006	199	105	Weeaks, Chris A.	Heavy Equip Operator	15-12	1065.05
199	006	199	105	Woehl, Harvey J.	Light Equip Operator	13-12	1,207.22
199	006	199	105	Ynojosa, Jesse	Light Equip Operator	13-2	753.83

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