# NOTICE OF OPEN MEETING COMMISSIONERS' COURT

VOL 0331 PAGE 001

RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 22nd of October 2001, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

Review and Discuss Payment of Accounts

## OPEN FORUM

Citizens and Court Comments
Briefing on the Head Start Program in Rains County.

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

## I. COMMITTEE & DEPARTMENTAL REPORTS

1. /A657 a. Litter Abatement Results – Lee Roland.
   b. Status of county roads & bridges. (Jones)

## II. FINANCIAL REPORT AND MINUTES

2. /B141 Approve or disapprove warrants authorizing payment of accounts.

3. /B153 Approve or disapprove line item transfers, if applicable. (Northcutt)

4. /B153 Approve or disapprove budget amendments, if applicable.

5. /B153 Approve or disapprove Treasurer's Monthly andQuarterly Reports, if applicable. (Northcutt)

6. /B165 Approve or disapprove minutes of previous meetings.

FILED FOR RECORD
01 OCT 18 PM 5:27

## III. OLD BUSINESS

7. 1B31 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

8. 1B162 Review and take action, if any, concerning the Courthouse Annex project.
   a. Modify witness and court reporter areas.
   b. Redo conference tables to match courtroom decor.
   c. Purchase small portable building for supply room.
   d. Purchase blinds for front of the Annex building.
   e. Purchase of buffer for county offices.
   f. Purchase/Repair of flag pole for the Annex building.
   g. Contract retainer wall.
   h. Seal parking lot.
   i. Stripe parking lot.
   j. Designate Open House date.

9. 1B556 Review and take action on the Courthouse preservation project.

10. 1B565 Review and take action, if any, on all jail expansion issues.

11. 1B565 Amend time and meeting place for Commissioner's Court. IAW LGC 81.005.

## IV. NEW BUSINESS

12. 1B609 Prepare letter of concern to the Texas State Department of 2A417 Health & Services concerning the Green Acres Nursing Home.

13. 1B603 Discuss Emergency Services Fire District elections. 2A382

14. 1B661 Designate posting of official documents at County Courthouse.

15. 2A612 Approve Democratic & Republican election judges for all voting boxes and precincts.

16. 2A612 Select election judges for early voting.

17. 2A67 Select a replacement for Wanda Yarborough for janitorial services.

18. 2A37 Discuss county audits and procedures.

19. 2A57 Authorize installation of a wheelchair ramp and replacement\ of roof for Voting Box 1, Bright Star. (Malone)

20. 2A88 Prepare and discuss grant application for Litter Abatement.

21. ____ Consider any and all personnel matters.

**EXECUTIVE SESSION**

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

**CERTIFICATION**

ATTEST:

Robert M. Sisk
Judge - 18 October 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**OCTOBER 22, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON MONDAY, THE 22ND DAY OF OCTOBER, 2001, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON MONDAY, OCTOBER 22, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON MONDAY, THE 22ND DAY OF OCTOBER, 2001.

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

Tape 1-A 132 ROBERT VITITOW SPOKE TO THE COMMISSIONER'S COURT IN REFERENCE TO THE ARCHITECT FOR THE JAIL EXPANSION. HE STATED THAT THE CONTRACT STATES THAT THE ARCHITECT IS NOT RESPONSIBLE. MR. VITITOW FURTHER STATED THAT THE ARCHITECT WAS DECEPTIVE IN THAT HE USED OUT OF DATE FIGURES.

DISCUSSION

Tape 1A 312 THE MATTER OF REVIEWING AND DISCUSSING PAYMENT TO BURNS, FLETCHER, GILL ARCHITECTS CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TABLE BILL #3, PAYMENT TO BURNS, FLETCHER, GILL ARCHITECTS AS SUBMITTED BY THE COUNTY TREASURER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING THE NEW PHONE NUMBER (903) 474-9999 AND THE ROLL OVER FOR THE PREVIOUS NUMBERS WILL BE IN EFFECT FOR THIRTY (30) DAYS.

DISCUSSION CONCERNING THE JAIL INSPECTION

Tape 1A 519 IT BEING 9:55 A.M. MOTION WAS MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TAKE TEN (10) MINUTES FOR A RECESS.

THE COURT RECONVENED AT 10:05 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING COUNTY NOT ALLOWED TO DONATE COUNTY OWNED PROPERTY.

DISCUSSION CONCERNING VOTING ENTITIES AND NOMINEES FOR APPRAISAL BOARD.

DISCUSSION CONCERNING THE HEAD START PROGRAM MEETINGS AT 3:00 P.M. ON WEDNESDAY, OCTOBER 24, 2001 IN MT. VERNON AND AT 1:30 P.M. ON THURSDAY, OCTOBER 25, 2001 IN EMORY.

1) Tape 1A 657 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

LEE ROLAND, LITTER ABATEMENT, SUBMITTED ORAL REPORT.

AVIS JONES, COUNTY ROADS & BRIDGES, SUBMITTED ORAL REPORT.

2) Tape 1B 141 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO AUTHORIZE PAYMENT.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1B 153 NO ACTION.

4) Tape 1B 153 NO ACTION

5) Tape 1B 153 NO ACTION

6) Tape 1B 165 THE MATTER OF *APPROVING OR DISAPPROVING THE MINUTES OF PREVIOUS MEETINGS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO APPROVE THE MINUTES FROM THE MEETING HELD OCTOBER 10, 2001 AND OCTOBER 15, 2001.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

7) Tape 1B 241 THE MATTER OF *COURTHOUSE BEAUTIFICATION, I.E., SPRINKLER SYSTEM, GRASS, LIGHTING, COURTHOUSE PARKING LOT, AND TRAFFIC FLOW AROUND THE SQUARE* CAME TO THE ATTENTION OF THE COURT

DISCUSSION

NO ACTION.

8) Tape 1B 262 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, CONCERNING THE COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT

DISCUSSION CONCERNING A THROUGH J

a. Tape 1B 360 A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE DULY SECONDED BY GARY BISHOP TO PAY JIM'S CABINETS THE SUM OF $500.00 TO MODIFY WITNESS, COURT REPORTER AREAS, REDO CONFERENCE TABLE AND BUILD AN EXTENSION IN FRONT OF THE BENCH.

COMMISSIONERS VOTING AYE: EVELYN MALONE, GARY BISHOP AND RAYFORD BRIGGS

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: VIRGIL MCENTURFF

MOTION CARRIED.

d. Tape 1B 491 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO PURCHASE BLINDS FOR FRONT OF THE ANNEX BUILDING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY

9) Tape 1B 556 THE MATTER OF *REVIEWING AND TAKING ACTION ON THE COURTHOUSE PRESERVATION PROJECT* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

10) Tape 1B 565 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY,*

*ON ALL JAIL EXPANSION ISSUES* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

11) Tape 1B 568 THE MATTER OF *AMENDING TIME AND MEETING PLACE FOR COMMISSIONER'S COURT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF DULY SECONDED BY EVELYN MALONE TO HOLD THE REGULAR MEETING OF THE COMMISSIONER'S COURT ON WEDNESDAYS AT 9:00. A.M.

COMMISSIONERS VOTING AYE: VIRGIL MCENTURFF, EVELYN MALONE AND RAYFORD BRIGGS

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: GARY BISHOP

MOTION CARRIED.

12) Tape 1B 604 THE MATTER OF *PREPARING LETTER OF CONCERN TO THE TEXAS STATE DEPARTMENT OF HEALTH & SERVICES CONCERNING THE GREEN ACRES NURSING HOME* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

13) Tape 1B 608 THE MATTER OF *DISCUSSING EMERGENCY SERVICES FIRE DISTRICT ELECTION* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF. DULY SECONDED BY COMMISSIONER EVELYN MALONE TO TABLE THE ELECTIONS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY.

MOTION CARRIED UNANIMOUSLY.

14) Tape 1B 667 THE MATTER OF *DESIGNATING POSTING OF OFFICIAL DOCUMENTS AT COUNTY COURTHOUSE.* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO DESIGNATE THE POSTING OF OFFICIAL DOCUMENTS AND LOCATION OF SALE OF PROPERTY TO THE SOUTH SIDE OF COURTHOUSE ANNEX, 220 W. QUITMAN STREET, EMORY, TEXAS EFFECTIVE DECEMBER 1, 2001.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

15 AND 16) Tape 2A 012 THE MATTER OF *APPROVING DEMOCRATIC & REPUBLICAN ELECTION JUDGES FOR ALL VOTING BOXES AND PRECINCTS AND SELECT ELECTION JUDGES FOR EARLY VOTING*[1] CAME TO THE ATTENTION OF THE COURT.

COMMISSIONER EVELYN MALONE READ THE LIST OF DEMOCRATIC ELECTION JUDGES AS SUBMITTED BY THE DEMOCRATIC CHAIRPERSON.

COMMISSIONER RAYFORD BRIGGS READ THE LIST OF REPUBLICAN ELECTION JUDGES AS SUBMITTED BY THE REPUBLICAN CHAIRPERSON

DISCUSSION CONCERNING MARY WHITE, ELECTION JUDGE FOR EARLY VOTING.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO APPROVE THE ELECTION JUDGES AS

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[1]LIST OF DEMOCRAT & REPUBLICAN ELECTION JUDGES

SUBMITTED.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 2A 076 THE MATTER OF *SELECTING A REPLACEMENT FOR WANDA YARBOROUGH FOR JANITORIAL SERVICES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TABLE THE REPLACEMENT FOR WANDA YARBOROUGH AND TO INTERVIEW JANITORIAL AND CUSTODIAL APPLICANTS FOR MONDAY, OCTOBER 29, 2001 AT THE JUDGE'S OFFICE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

18) Tape 2A 139 THE MATTER OF *DISCUSSING COUNTY AUDITS AND PROCEDURES* FOR THE DISTRICT AND COUNTY CLERK CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE FOR THE COUNTY TREASURER TO TRANSFER $500.00 FOR EACH ACCOUNT FOR FIVE ACCOUNTS FOR THE DISTRICT & COUNTY CLERK TO OPEN NEW ACCOUNTS UNTIL AUDIT IS COMPLETE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

19) Tape 2A 197 THE MATTER OF *AUTHORIZING INSTALLATION OF A*

*WHEELCHAIR RAMP AND REPLACEMENT OF ROOF FOR VOTING BOX 1, BRIGHT STAR* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO BUILD A WHEELCHAIR RAMP TO MEET ADA COMPLIANCE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

20) Tape 2A 281 THE MATTER OF *PREPARING AND DISCUSSING GRANT APPLICATION FOR LITTER ABATEMENT* CAME TO THE ATTENTION OF THE COURT.

LEE ROLAND MADE ORAL REPORT.

DISCUSSION CONCERNING COMMITMENT DUE OCTOBER 31, 2001, COMMISSIONERS SIGN COMMITMENT FOR GRANT TO BE SUBMITTED TO THE STATE.

DISCUSSION CONCERNING A RESOLUTION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO ACCEPT THE RESOLUTION[2] AND TO GO FORWARD WITH COUNTY GRANT.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO SUPPORT THE COMMITMENT TO LITTER ABATEMENT.

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[2]RESOLUTION

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY

Tape 2A 382 RUSSELL ROSS MAKES APPEARANCE TO DISCUSS IV. NEW BUSINESS 13. *EMERGENCY SERVICES FIRE DISTRICT ELECTIONS*

DISCUSSION CONCERNING CONVERTING.

Tape 2A 417 COMMISSIONER'S COURT PASS ON DISCUSSING IV. NEW BUSINESS 12 REGARDING *GREEN ACRES NURSING HOME.*

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO ADJOURN

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26th DAY OF June, 2002.

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# COUNTY OF RAINS

213 Quitman Street
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-2555
Fax: (903) 473-4298
email: rains.co.judge@globeco.net

## RESOLUTION

10-02-01

**Whereas,** on September 11, 2001, was suddenly and brutally attacked by foreign terrorists, and;

**Whereas,** these terrorists hijacked and destroyed four civilian aircraft, crashing two of them into the towers of the World Trade Center in New York City, and a third into the Pentagon outside Washington, DC, and;

**Whereas,** thousands of innocent Americans were killed and injured as a result of these attacks, including the passengers and crew of the four aircraft, workers, in the World Trade Center and in the Pentagon, rescue workers, and bystanders, and;

**Whereas,** these cowardly acts were by far the deadliest terrorist attacks ever launched against the United States, and, by targeting symbols of American strength and success, clearly were intended to intimidate our nation and weaken its resolves, and;

**Whereas,** these horrific events have affected all Americans. It is important that we carry on with the regular activities of our lives. Terrorism cannot be allowed to break the spirit of the American people, and the best way to show these cowards that they have truly failed is for the people of the United States and their counties to stand tall and proud.

**Therefore be it resolved,** that the Commissioners' Court of Rains County condemns the cowardly and deadly actions of these terrorists, and;

**Be ti further resolved,** that the Commissioners' Court of Rains County support the President of the United States, as he works with his national security team to defend against additional attacks, and find the perpetrators to bring them to justice, and;

**Be it further resolved,** that the Commissioners' Court of Rains County recommends to its citizens to support relief efforts by giving blood at the nearest available blood donation center.

Pct.#1, Virgil McEnturff

Pct.#2, Evelyn Malone

Pct.#3, Gary Bishop

Pct.#4, Rayford Briggs

Robert M. Sisk, Judge

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | | |
| XX | 10/12/01 | 10/12/01 | 175.00 | GENERAL FUND | CREDIT UNION | | 175.00 |
| | | | | | Total Displayed | = | 175.00 |
| ***** ARMOR MATERIALS | | | | | | | |
| 10006725 | 10/04/01 | 10/22/01 | 2606.63 | NON-DEPARTMENTAL | B&B BUILDING | | 2606.63 |
| 10006913 | 10/12/01 | 10/22/01 | 198.80 | NON-DEPARTMENTAL | B&B BUILDING | | 198.80 |
| 10006882 | 10/10/01 | 10/22/01 | 1046.76 | NON-DEPARTMENTAL | B&B BUILDING | | 1046.76 |
| 10006860 | 10/11/01 | 10/22/01 | 1629.51 | NON-DEPARTMENTAL | B&B BUILDING | | 1629.51 |
| 10006996 | 10/17/01 | 10/22/01 | 195.74 | ~~UNIT ROAD & BRIDGE~~ Non-Dept. B+B | ~~ROAD MATERIAL~~ | | 195.74 |
| | | | | | Total Displayed | = | 5677.44 |
| ~~***** BURNS, FLETCHER, GILL ARCHITECTS~~ | | | | | | | |
| ~~XX~~ | ~~09/18/01~~ | ~~10/22/01~~ | ~~4116.15~~ | ~~JAIL EXPANSION~~ | ~~CONSTRUCTION~~ | | ~~4116.15~~ |
| | | | | | ~~Total Displayed~~ | = | ~~4116.15~~ |
| ***** CELLULAR ONE | | | | | | | |
| RD & BR | 10/18/01 | 10/22/01 | 29.57 | UNIT ROAD & BRIDGE | TELEPHONE | | 29.57 |
| 473-7387 | 10/18/01 | 10/22/01 | 30.65 | SHERIFF & JAIL | TELEPHONE | | 30.65 |
| 473-7386 | 10/18/01 | 10/22/01 | 17.85 | SHERIFF & JAIL | TELEPHONE | | 17.85 |
| 473-7380 | 10/18/01 | 10/22/01 | 19.38 | SHERIFF & JAIL | TELEPHONE | | 19.38 |
| 473-7381 | 10/18/01 | 10/22/01 | 20.99 | SHERIFF & JAIL | TELEPHONE | | 20.99 |
| 473-7382 | 10/18/01 | 10/22/01 | 5.05 | SHERIFF & JAIL | TELEPHONE | | 5.05 |
| 473-7379 | 10/18/01 | 10/22/01 | 39.85 | SHERIFF & JAIL | TELEPHONE | | 39.85 |
| | | | | | Total Displayed | = | 163.34 |
| ***** CANON FINANCIAL SERVICES, INC | | | | | | | |
| 2910178 | 10/13/01 | 10/22/01 | 94.72 | COUNTY ATTORNEY | OFFICE EQUIPMENT | | 94.72 |
| | | | | | Total Displayed | = | 94.72 |
| ***** CLIFTON'S MAINTENANCE | | | | | | | |
| RD & BR | 10/03/01 | 10/22/01 | 8.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 8.00 |
| | | | | | Total Displayed | = | 8.00 |
| ***** COLLECTIONS SERVICES CENTER | | | | | | | |
| CLARK | 10/12/01 | 10/12/01 | 183.32 | GENERAL FUND | CHILD SUPPORT PAY | | 183.32 |
| | | | | | Total Displayed | = | 183.32 |
| ***** DALLAS COUNTY | | | | | | | |
| 30738 | 10/05/01 | 10/22/01 | 1050.00 | JUSTICE PEACE | AUTOPSY EXPENSE | | 1050.00 |
| 22911 | 05/09/01 | 10/22/01 | 750.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 750.00 |
| | | | | | Total Displayed | = | 1800.00 |
| ***** DUKO OIL CO | | | | | | | |
| 15540 | 10/09/01 | 10/22/01 | 16.90 | 1115 ** NOT ON FILE ** | FUEL | | 16.90 |
| 15596 | 10/12/01 | 10/22/01 | 29.71 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 29.71 |
| 15591 | 10/12/01 | 10/22/01 | 33.74 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 33.74 |
| 81528 | 10/15/01 | 10/22/01 | 69.65 | SHERIFF & JAIL | FUEL & OIL | | 69.65 |
| 81434 | 10/15/01 | 10/22/01 | 653.00 | UNIT ROAD & BRIDGE | FUEL & OIL | | 653.00 |
| 81433 | 10/15/01 | 10/22/01 | 752.50 | UNIT ROAD & BRIDGE | FUEL & OIL | | 752.50 |
| | | | | | Total Displayed | = | 1555.50 |
| ***** DESK TOP | | | | | | | |
| 12340 | 09/17/01 | 10/22/01 | 43.32 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 43.32 |
| 12431 | 09/28/01 | 10/22/01 | 7.43 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 7.43 |
| | | | | | Total Displayed | = | 50.75 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** ELECTRONIC FEDERAL TAX PMT SYS | | | | | | |
| WH-SS | 10/12/01 | 10/12/01 | 9466.51 | GENERAL FUND | PAYROLL W/H PAYABLE | 3411.28 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | 6055.23 |
| | | | | | Total Displayed : | 9466.51 |
| ***** ECHO PUBLISHING CO | | | | | | |
| 36200 | 10/09/01 | 10/22/01 | 50.59 | COUNTY TREASURER | OFFICE SUPPLIES | 50.59 |
| | | | | | Total Displayed : | 50.59 |
| ***** HOPKINS CO JUVENILE PROBATION | | | | | | |
| JUV PROB | 10/22/01 | 10/22/01 | 765.31 | GENERAL FUND | JUVENILE PROBATION FEES | 765.31 |
| | | | | | Total Displayed : | 765.31 |
| ***** HOPKINS CO. SHERIFF DEPT | | | | | | |
| SEPT | 09/30/01 | 10/22/01 | 4836.00 | NON-DEPARTMENTAL | PRISONER BOARDING | 4836.00 |
| | | | | | Total Displayed : | 4836.00 |
| ***** J'S LOCKSMITH | | | | | | |
| 896274 | 10/16/01 | 10/22/01 | 110.00 | REGISTRATION OFFICE | EQUIPMENT MAINT | 110.00 |
| | | | | | Total Displayed : | 110.00 |
| ***** JIM TURNER INSURANCE AGENCY | | | | | | |
| WALLACE | 10/08/01 | 10/22/01 | 328.12 | COUNTY & DIST. CLERK | BONDS | 328.12 |
| | | | | | Total Displayed : | 328.12 |
| ***** KILGORE COLLEGE | | | | | | |
| 23292 | 10/08/01 | 10/22/01 | 20.00 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | 20.00 |
| | | | | | Total Displayed : | 20.00 |
| ***** LEXIS-NEXIS | | | | | | |
| 0109156741 | 09/30/01 | 10/22/01 | 15.00 | LAW LIBRARY FUND | LAW LIBRARY | 15.00 |
| 0109108825 | 09/30/01 | 10/22/01 | 20.00 | COUNTY ATTORNEY | LAW LIBRARY | 20.00 |
| | | | | | Total Displayed : | 35.00 |
| ***** LINEBARGER GOGGAN BLAIR PENA SAM | | | | | | |
| SEPT2001 | 10/10/01 | 10/22/01 | 2685.43 | NON-DEPARTMENTAL | TAX ATTORNEY | 2685.43 |
| | | | | | Total Displayed : | 2685.43 |
| ***** MELANIE SISK | | | | | | |
| REIMB | 10/12/01 | 10/22/01 | 179.40 | INDIGENT HEALTH CARE | IHC SEMINAR EXPENSE | 179.40 |
| | | | | | Total Displayed : | 179.40 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | |
| SISK | 10/12/01 | 10/12/01 | 75.00 | GENERAL FUND | LEVY | 75.00 |
| | | | | | Total Displayed : | 75.00 |
| ***** MARY JO WARRICK | | | | | | |
| VET OFF | 10/16/01 | 10/16/01 | 200.00 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | 200.00 |
| | | | | | Total Displayed : | 200.00 |
| ***** MAC WALLING, PH.D. | | | | | | |
| XX | 10/15/01 | 10/22/01 | 250.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 250.00 |
| | | | | | Total Displayed : | 250.00 |
| ***** NATIONAL ASSN OF COUNTIES | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| 117692 | 10/02/01 | 10/22/01 | 360.00 | NON-DEPARTMENTAL | DUES | | 360.00 |
| | | | | | Total Displayed | : | 360.00 |
| ***** NACO CLEARING ACCOUNT | | | | | | | |
| DEF COMP | 10/12/01 | 10/12/01 | 10.00 | GENERAL FUND | DEFERRED COMP. | | 10.00 |
| | | | | | Total Displayed | : | 10.00 |
| ***** OFFICE DEPOT | | | | | | | |
| 140620166 | 10/04/01 | 10/22/01 | 135.89 | COUNTY JUDGE | OFFICE SUPPLIES | | 135.89 |
| 141360816 | 10/11/01 | 10/22/01 | 271.92 | COUNTY & DIST. CLERK | OFFICE EQUIPMENT | | 271.92 |
| 141230012 | 10/10/01 | 10/22/01 | 73.31 | COUNTY TREASURER | OFFICE SUPPLIES | | 73.31 |
| | | | | | Total Displayed | : | 481.12 |
| ***** PITNEY BOWES | | | | | | | |
| 3417532 | 10/14/01 | 10/22/01 | 369.00 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | | 369.00 |
| | | | | | Total Displayed | : | 369.00 |
| ***** PETTY CASH | | | | | | | |
| REIMB | 10/09/01 | 10/22/01 | 12.70 | SHERIFF & JAIL | PRISONER FOOD | | 12.70 |
| | | | | | Total Displayed | : | 12.70 |
| ***** RCAD FOR SIGNA DEVELOPMENT | | | | | | | |
| TAX REFUND | 10/11/01 | 10/11/01 | 179.83 | NON-DEPARTMENTAL | TAX REFUND | | 179.83 |
| | | | | | Total Displayed | : | 179.83 |
| ***** RAINS COUNTY LEADER | | | | | | | |
| 10901RCCC | 09/11/01 | 10/22/01 | 189.00 | NON-DEPARTMENTAL | PUBLICATIONS | | 189.00 |
| 10808RCCC | 08/07/01 | 10/22/01 | 147.00 | NON-DEPARTMENTAL | PUBLICATIONS | | 147.00 |
| | | | | | Total Displayed | : | 336.00 |
| ***** ROBERT H POTTS | | | | | | | |
| TAX REFUND | 10/11/01 | 10/11/01 | 297.74 | NON-DEPARTMENTAL | TAX REFUND | | 297.74 |
| | | | | | Total Displayed | : | 297.74 |
| ***** ROBERT SISK | | | | | | | |
| REIMB | 10/06/01 | 10/22/01 | 118.00 | MAINTENANCE | BLDG. MAINT | | 118.00 |
| REIMB | 10/09/01 | 10/22/01 | 3.24 | MAINTENANCE | BLDG. MAINT | | 3.24 |
| REIMB | 10/05/01 | 10/22/01 | 10.83 | MAINTENANCE | BLDG. MAINT | | 10.83 |
| REIMB | 10/18/01 | 10/22/01 | 13.74 | COUNTY JUDGE | OFFICE SUPPLIES | | 13.74 |
| REIMB | 10/19/01 | 10/22/01 | 13.41 | COUNTY JUDGE | OFFICE SUPPLIES | | 13.41 |
| | | | | | Total Displayed | : | 159.22 |
| ***** ROBERT VITITOW | | | | | | | |
| REIMB | 09/25/01 | 10/22/01 | 455.81 | COUNTY ATTORNEY | SEMINAR EXPENSE | | 455.81 |
| REIMB | 10/01/01 | 10/22/01 | 7.58 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 7.58 |
| | | | | | Total Displayed | : | 463.39 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | | |
| 110111096 | 10/11/01 | 10/22/01 | 57.35 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 57.35 |
| 110111096 | 10/11/01 | 10/22/01 | 255.33 | SHERIFF & JAIL | PRISONER FOOD | | 255.33 |
| | | | | | Total Displayed | : | 312.68 |
| ***** SHIRLEY M GOODE | | | | | | | |
| 2001-057 | 10/08/01 | 10/22/01 | 625.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 625.00 |
| | | | | | Total Displayed | : | 625.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** SCOTT-MERRIMAN, INC | | | | | | |
| 16029 | 10/05/01 | 10/22/01 | 717.97 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 717.97 |
| 16082 | 10/11/01 | 10/22/01 | 476.15 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 476.15 |
| | | | | | Total Displayed : | 1194.12 |
| ***** SPRINT PCS | | | | | | |
| SHERIFF | 09/30/01 | 10/22/01 | 59.01 | SHERIFF & JAIL | TELEPHONE | 59.01 |
| | | | | | Total Displayed : | 59.01 |
| ***** SULPHUR SPRINGS FAMILY HEALTHCAR | | | | | | |
| HOGUE | 09/11/01 | 10/22/01 | 60.00 | SHERIFF & JAIL | SEMINAR EXPENSE | 60.00 |
| | | | | | Total Displayed : | 60.00 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | |
| PCT 4 | 10/09/01 | 10/22/01 | 82.51 | UNIT ROAD & BRIDGE | ELECTRIC | 82.51 |
| | | | | | Total Displayed : | 82.51 |
| ***** TYLER ASPHALT & GRAVEL CO | | | | | | |
| 10002372 | 10/03/01 | 10/22/01 | 3071.22 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 3071.22 |
| 10002504 | 10/09/01 | 10/22/01 | 9698.67 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 9698.67 |
| 10002541 | 10/10/01 | 10/22/01 | 11237.09 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 11237.09 |
| | | | | | Total Displayed : | 24006.98 |
| ***** TAC INSURANCE TRUST FUND | | | | | | |
| COBRA | 10/18/01 | 10/18/01 | 391.14 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 391.14 |
| HEALTH INS | 10/18/01 | 10/18/01 | 16593.60 | NON-DEPARTMENTAL | HEALTH INSURANCE | 14863.32 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 1730.28 |
| LIFE INS | 10/18/01 | 10/18/01 | 152.48 | NON-DEPARTMENTAL | HEALTH INSURANCE | 152.48 |
| | | | | | Total Displayed : | 17137.22 |
| ***** TAC UNEMPLOYMENT FUND | | | | | | |
| FUTA | 10/12/01 | 10/12/01 | 1742.89 | NON-DEPARTMENTAL | FUTA | 1742.89 |
| | | | | | Total Displayed : | 1742.89 |
| ***** TAWAKONI TIRE SERVICE | | | | | | |
| 1286 | 10/09/01 | 10/22/01 | 20.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 20.00 |
| | | | | | Total Displayed : | 20.00 |
| ***** THE COMPUTER MAN | | | | | | |
| 20010203 | 10/02/01 | 10/22/01 | 210.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | 210.00 |
| 20010190 | 10/01/01 | 10/22/01 | 60.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | 60.00 |
| 20010201 | 10/01/01 | 10/22/01 | 400.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | 400.00 |
| | | | | | Total Displayed : | 670.00 |
| ***** TDCAA NOW TRUST ACCOUNT | | | | | | |
| 9159 | 10/01/01 | 10/22/01 | 251.00 | COUNTY ATTORNEY | CO ATTY STATE FUNDS | 251.00 |
| | | | | | Total Displayed : | 251.00 |
| ***** TONY GARNER | | | | | | |
| ADV EXP | 10/12/01 | 10/12/01 | 125.00 | SHERIFF & JAIL | PRISONER SUPPLIES | 125.00 |
| | | | | | Total Displayed : | 125.00 |
| ***** TXU GAS | | | | | | |
| B&B | 10/04/01 | 10/22/01 | 139.91 | NON-DEPARTMENTAL | GAS | 139.91 |
| | | | | | Total Displayed : | 139.91 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** VERIZON | | | | | | | |
| VET OFF | 10/01/01 | 10/22/01 | 219.95 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | | 219.95 |
| P&WL | 10/01/01 | 10/22/01 | 42.74 | PARKS & WILDLIFE | TELEPHONE | | 42.74 |
| PROBATION | 10/04/01 | 10/22/01 | 108.14 | COUNTY COURT | CO-TRIAL EXPENSE | | 108.14 |
| DPS | 10/04/01 | 10/22/01 | 42.74 | DEPT. OF PUBLIC SAFETY | TELEPHONE | | 42.74 |
| | | | | | Total Displayed | = | 413.57 |
| ***** VIKING OFFICE PRODUCTS | | | | | | | |
| 589852 | 09/28/01 | 10/22/01 | 86.95 | COUNTY AGENT | OFFICE SUPPLIES | | 86.95 |
| | | | | | Total Displayed | = | 86.95 |
| ***** WASTE MGMT OF PARIS HAULING | | | | | | | |
| 7108803946 | 10/01/01 | 10/22/01 | 385.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 385.00 |
| | | | | | Total Displayed | = | 385.00 |
| ***** WEST PUBLISHING CO | | | | | | | |
| 800238495 | 09/30/01 | 10/22/01 | 25.00 | LAW LIBRARY FUND | LAW LIBRARY | | 25.00 |
| 800238656 | 09/30/01 | 10/22/01 | 346.00 | LAW LIBRARY FUND | LAW LIBRARY | | 346.00 |
| | | | | | Total Displayed | = | 371.00 |

Grand Total of Displayed $ 83177.42

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 52863.52 |
| 007 | LAW ENFORCEMENT TRAINING | 20.00 |
| 010 | UNIT ROAD & BRIDGE | 25791.75 |
| 038 | LAW LIBRARY FUND | 386.00 |
| 046 | JAIL EXPANSION | 4116.15 |
| TOTAL ALL FUNDS: | | 83177.42 |

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# COUNTY OF RAINS

100 Quitman Street
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-2555
Fax: (903) 473-4298
Email: rains.co.judge@globeco.net

October 22, 2001
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Signed this 22nd of October 20 01

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone, Comm., Pct. 2

Gary Bishop, Comm., Pct. 3

Rayford Briggs, Comm., Pct. 4

Robert M. Sisk, County Judge

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT

RAINS COUNTY (EMORY), TEXAS

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**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a special meeting of the above named Commissioners' Court will be held on the 24th of October 2001, at 10:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

## OPEN FORUM

### DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

1. 1A243 Consider temporary employment personnel for the County/District Clerk's Office.

2. 1A293 Open bids on Road & Bridge new truck purchases.

3. 1A585 Approve nominations for Republican & Democrat and Open Judges for the 6th November 2001 general election.

### EXECUTIVE SESSION

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

### CERTIFICATION

ATTEST:

RMSisk

Robert M. Sisk
Judge - 19 October 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

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01 OCT 19 PM 4:39

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| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**OCTOBER 24, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS SPECIAL SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 24TH DAY OF OCTOBER, 2001, AT 10:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER MCENTURFF***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 10:00 A.M. ON WEDNESDAY, OCTOBER 24, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 10:00 A.M. ON WEDNESDAY, THE 24TH DAY OF OCTOBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK

WITH COMMISSIONER MALONE BEING ABSENT, THERE IS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

ALLEN PRENDERGAST SPOKE TO THE COURT CONCERNING THE JAIL EXPANSION

DISCUSSION CONCERNING THE JAIL EXPANSION

COMMISSIONER VIRGIL MCENTURFF SPOKE TO THE COURT CONCERNING A REQUEST FROM LINDA TERRY CONCERNING USE OF A DUMP TRUCK FOR THE GOOD SAMARITAN PROJECT FOR DIRT WORK.

JUDGE ROBERT SISK SPOKE TO THE COURT CONCERNING A LETTER FROM TOMMY J. MORGAN WHICH INDICATES THAT RAINS COUNTY HAS $62,000.00 IN COUNTY TAXES WHICH HAS BEEN DISBURSED INCORRECTLY TO OTHER COUNTIES. HE COULD COLLECT FOR 1/3 OF THE COLLECTED TAXES

DISCUSSION CONCERNING REGULATION AND LOCKING IN COSTS WITH THE ELECTRICAL COMPANIES.

1) Tape 1A 243 THE MATTER OF *CONSIDERING TEMPORARY EMPLOYMENT*

*PERSONNEL FOR THE COUNTY/DISTRICT CLERK'S OFFICE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING REQUIREMENTS BY THE COUNTY AND SALARY

NO ACTION

2) Tape 1A 293 THE MATTER *OPEN BIDS ON ROAD & BRIDGE NEW TRUCK PURCHASES* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK REPORTED ONLY ONE BID WAS RECEIVED[1]

BID STATED TRUCK # 1 AT $39,532.00, TRUCK # 2 AT $38,436.00 AND TRUCK # 3 WITH 14 BED AT $36,820.00

DISCUSSION WITH AVIS JONES READING THE BID LETTER.

DISCUSSION CONCERNING DELIVERY DATE, COLOR AND HOIST.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TABLE ACTION ON THE TRUCK BID.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1A 585 THE MATTER *APPROVING NOMINATION FOR REPUBLICAN & DEMOCRAT AND OPEN JUDGES FOR THE 6TH NOVEMBER 2001 GENERAL ELECTION* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO ADJOURN

---

[1] Bid received 10/22/01 from Steakley Chevrolet attached

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

PRESIDING OFFICER

ATTEST:

LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26 DAY OF June, 2002.

# Steakley Chevrolet

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RECEIVED
OCT 2 2 2001

October 17, 2001 .

County Of Rains
Road & Bridge Administration
P.O. Box 158
Emory, TX. 75442
"Attn" Mr. Avis Jones

Dear Avis
Per your request I am sending quotes on a 2002 Chevrolet Medium Duty Truck. Truck # I will have 230 hp Caterpillar diesel with a straight hood on it, truck # 2 will have a 210 hp HT Caterpillar diesel with a slanted hood. Your contractors bed will have 20" sides & rear 3/16th steel floor with 12" centers, lights & mud flaps. You didn't request a hoist with your contractor beds but if you would like one your extra cost will be $2,777.00 per truck

Your cost on truck # 1 and contractors bed will be. $39,532.00
Your cost on truck # 2 and contractors bed will be $38,436.00
Your cost on truck with 14' contractors bed will be $36,820.00

Thank You

Garry Roberts
groberts@metronet.com

# NOTICE OF OPEN MEETING [redacted] VOL. 003 PAGE 028
# COMMISSIONERS' COURT
RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a special meeting of the above named Commissioners' Court will be held on the 29th of October 2001, at 9:00 a.m. in the (old) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

## OPEN FORUM

### DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

1. /A35 Approve Democratic & Republican election judges for all voting boxes and precincts.

2. /A41 Posting notices and pictures in the Rains County Courthouse Annex.

3. /A71 Nominate board members to the Rains County Appraisal District.

4. /A86 Discuss bids on roof replacement or repair for Precinct #2.

5. /A119 Retire to executive session to discuss personnel matters and review job applicants for Maintenance and Janitorial Custodian job opening.

### EXECUTIVE SESSION

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

### CERTIFICATION

ATTEST: COUNTY CLERK RAINS COUNTY, TEXAS

Robert M. Sisk
Judge - 19 October 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

FILED FOR RECORD
01 OCT 26 AM 8:48

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**OCTOBER 29, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS SPECIAL SESSION IN THE RAINS COUNTY COURTHOUSE OLD ANNEX, ON MONDAY, THE 29TH DAY OF OCTOBER, 2001, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON MONDAY, OCTOBER 29, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON MONDAY, THE 29TH DAY OF OCTOBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK

WITH COMMISSIONER MCENTURFF BEING ABSENT, THERE IS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING MAPS OF THE COUNTY.

ROBERT SISK REPORTED THE BLINDS FOR THE JURY ROOM TO BE INSTALLED OCTOBER 30, 2001.

1) Tape 1A 35 THE MATTER OF *APPROVING DEMOCRATIC & REPUBLICAN ELECTION JUDGES FOR ALL VOTING BOXES AND PRECINCTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

TABLED

2) Tape 1A 41 THE MATTER *POSTING NOTICES AND PICTURES IN THE RAINS COUNTY COURTHOUSE ANNEX* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING THE RAINS COUNTY QUEENS

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO PUT MISS RAINS COUNTY PORTRAITS IN

THE COURTHOUSE ANNEX HALLWAY.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

3) Tape 1A 71 THE MATTER *NOMINATING BOARD MEMBERS TO THE RAINS COUNTY APPRAISAL DISTRICT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING THE DUE DATE OF THE NOMINEES TO THE APPRAISAL DISTRICT

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TABLE ANY ACTION UNTIL MORE INFORMATION CAN BE LEARNED CONCERNING RESIGNATIONS FROM THE BOARD.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

4) Tape 1A 86 THE MATTER *DISCUSSION BIDS ON ROOF REPLACEMENT OR REPAIR FOR PRECINCT # 2* CAME TO THE ATTENTION OF THE COURT.

COMMISSIONER MALONE REPORTED THAT SHE HAD TWO BIDS[1], ONE BID FROM RUSSELL HARVEY FOR $1,015.00 PLUS MATERIAL AND LABOR FOR DECKING TO BE REPLACED AND ONE BID FROM WHEELER ROOFING FOR $1150.00 FOR INSTALLING FELT ON ROOF, INSTALL SHINGLES, ONE VENT BOOT, TAR & SEAL VENTS, CLEAN GROUNDS & HAUL OFF DEBRIS.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO ACCEPT THE BIDE OF WHEELER

[1] Bids from Russell Harvey and Wheeler Roofing attached

ROOFING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

4) Tape 1A 119 THE MATTER TO *RETIRE TO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS AND REVIEW JOB APPLICANTS FOR MAINTENANCE AND JANITORIAL CUSTODIAN JOB OPENING* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO RETIRE TO EXECUTIVE SESSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS.

JUDGE ROBERT SISK SUGGESTED THE COURT TO GO BACK TO OPEN SESSION FOR THE PURPOSE OF DISCUSSING THE TRUCK BIDS WITH AVIS JONES.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO RECONVENE TO OPEN COURT.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN OPEN COURT.

DISCUSSION CONCERNING THE REASON THE COURT RECEIVED ONLY ONE BID, THE NEED TO REJECT AND REOPEN THE BIDS AND TO CALL FOR A SPECIAL MEETING.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO RETIRE TO EXECUTIVE SESSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS.

THE COURT RECONVENED IN OPEN COURT AT 11:25 A.M. WITH ALL MEMBERS OF THE COURT EXCEPT COMMISSIONER MCENTURFF BEING PRESENT.

Tape 1A 238 DISCUSSION CONCERNING INTERVIEWING AND SELECTING THE CUSTODIANS ON THURSDAY AT 3:00 PM

DISCUSS ITEMS ON AGENDA SET FOR THURSDAY, NOVEMBER 11, 2001.

DISCUSS THE LIST[2] OF DEMOCRATIC AND REPUBLICAN ELECTION JUDGES.

FOR BOX 5 IT WILL BE LONNAH BASHAM, REPUBLICAN, AS ELECTION JUDGE AND LORETTA CHRISTIAN, DEMOCRATIC AS ALTERNATE ELECTION JUDGE

FOR BOX 3 HILLARY GLEASON REPUBLICAN ELECTION JUDGE AND SONJA HILL, DEMOCRAT AS ALTERNATE ELECTION JUDGE.

DISCUSSION CONCERNING ALL THE VOTING PRECINCT BOXES.

Tape 1A 349 COMMISSIONER RAYFORD BRIGGS READ THE LIST FOR THE REPUBLICAN ELECTION JUDGES AND COMMISSIONER EVELYN MALONE READ THE LIST FOR THE DEMOCRATIC ALTERNATE ELECTION JUDGES.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO ACCEPT THE LIST FOR THE ELECTION AND ALTERNATE ELECTION JUDGES

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY

Tape 1A 376 THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE

---

[2]List of November 6, 2001 Election Judges

COURT.

MIKE ADAMS, GREEN ACRES NURSING HOME, BRIEFED THE COURT AND REQUESTED A LETTER OF CONCERN FROM THE COMMISSIONERS' COURT TO THE DEPARTMENT OF HEALTH. HE ALSO REPORTED THE STATUS AND IMPROVEMENTS MADE TO THE HOME.

THE COMMISSIONERS' COURT RECOMMENDED THE COMMISSIONERS VISIT THE NURSING HOME ONCE PER WEEK AND HAVE LUNCH TO OBSERVE THE CONDITIONS AND CARE.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO ADJOURN

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26th DAY OF June, 2002.

[redacted]

VOL. 0034 PAGE 035

EVELYN

MY BIT FOR ROOF JOB IS $1,015.00 + MATERIAL & LABOR FOR ANY DECKING THAT HAS TO BE REPAIRED

THANKS

RUSSELL H

[redacted]

283434

Wheeler Roofing
6913 Hwy 276
Point TX 75472

| CUSTOMER'S ORDER NO. | DEPARTMENT | DATE |
|---|---|---|
| | | 10-28-01 |

NAME Rains Co.

ADDRESS VOL 0034 PAGE 036

CITY, STATE, ZIP

| SOLD BY | CASH | C.O.D. | CHARGE | ON ACCT. | MDSE RETD | PAID OUT |
|---|---|---|---|---|---|---|
| | | | | | | |

| | QUANTITY | DESCRIPTION | PRICE | AMOUNT |
|---|---|---|---|---|
| 1 | | Remove Ridge Cap | | |
| 2 | | | | |
| 3 | | Install #15 felt over | | |
| 4 | | entire roof | | |
| 5 | | | | |
| 6 | | Install O/C 3 tab Shingles | | |
| 7 | | over roof | | |
| 8 | | | | |
| 9 | | Install 1 Vent boot | | |
| 10 | | | | |
| 11 | | Tar + Seal Vents | | |
| 12 | | | | |
| 13 | | Clean grounds + haul | | |
| 14 | | off debris | | |
| 15 | | | | 1150.00 |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

RECEIVED BY

Adams
5805

KEEP THIS SLIP FOR REFERENCE

[redacted]

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# NOVEMBER 6, 2001 ELECTION JUDGES

## REPUBLICANS

BOX 1 Bright Start, Pct.#2
Sharon Al-Hayek

BOX 2 Rose Community Ctr., Pct.#2
Sandra Sims

BOX 3 Della Blanton Memorial Hall, Pct.#3
Hillary Gleason

BOX 5 Emory Fire Station, Pct.#3
Lonnah Basham

BOX 7 Rocky Point Comm. Ctr., Pct.# 1
Robert Rose

BOX 10 Point Comm. Ctr., Pct.~~#1~~
Bob Smith

BOX 11 East Tawakoni Comm. Ctr., Pct.~~#1~~
Barbara Klaus

## DEMOCRATS

BOX 1 Bright Star, Pct.#2
JoAnn Owens

BOX 2 Rose Community Ctr., Pct.#2
Flossie Stuart

BOX 3 Della Blanton Memorial Hall, Pct.#3
Sonja Hill

BOX 5 Emory Fire Station, Pct.#3
Loretta Christian

BOX 7 Rocky Point Comm. Ctr., Pct.# 1
Brenda German

BOX 10 Point Comm. Ctr., Pct.#4
Virginia Stuart

BOX 11 East Tawakoni Comm. Ctr., Pct.~~#1~~
Debbie Jones

VOL 0034 PAGE 038

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT
RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a special meeting of the above named Commissioners' Court will be held on the 1st of November 2001, at 3:00 p.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

## OPEN FORUM

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

1. 390 (A) Approve and discuss Democratic & Republican election judges for all voting boxes and precincts.

2. 432 (1A) Purchase truck from current bid list for the R&B Department.

3. w/2 Reject and rebid trucks for the R&B Department.

4. 513 (1A) Job applicants for Maintenance and Janitorial Custodian job opening.

5. N/A Discuss personnel matters.

## EXECUTIVE SESSION

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

## CERTIFICATION

ATTEST:

Robert M. Sisk
Judge - 29 October 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

FILED FOR RECORD
01 OCT 29 PM 2:

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**NOVEMBER 1, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS SPECIAL SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON THURSDAY, THE 1ST DAY OF NOVEMBER, 2001, AT 3:00 P.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 3:00 P.M. ON THURSDAY, NOVEMBER 1, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 3:00 P.M. ON THURSDAY, THE 1ST DAY OF NOVEMBER, 2001.

COMMISSIONER EVELYN MALONE LED THE COURT WITH A WORD OF PRAYER.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF OPEN FORUM CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING GLASS LOCK CASES FOR POSTING NOTICES. HE ALSO REQUESTED INFORMATION CONCERNING COUNTY ROAD 5141. JUDGE SISK REPORTED PORTABLE BUILDINGS COSTS FOR 8X8 W/4 FT LOFT AT $986.00 AND 10X12 AT $1,600.00. JUDGE SISK REPORTED PROBLEMS AT THE COURTHOUSE CONCERNING THE ELEVATOR INSTALLATION. THE COURT DISCUSSED THE COURTHOUSE GRANT. THE COURT DISCUSSED THE TAX APPRAISAL BUDGET.

1) Tape 1A 390 THE MATTER OF *APPROVING DEMOCRATIC & REPUBLICAN ELECTION JUDGES FOR ALL VOTING BOXES AND PRECINCTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO NOMINATE BRENDA GERMAN AS ELECTION

JUDGE FOR VOTING BOX 7.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO HIRE TWO CLERKS FOR VOTING BOX 7.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

2) Tape 1A 432 THE MATTER OF *PURCHASING TRUCK FROM CURRENT BID LIST FOR THE R&B DEPARTMENT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD MCENTURFF, DULY SECONDED BY GARY BISHOP TO REJECT THE BIDS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1A 432 THE MATTER OF *REJECTING AND REBIDDING TRUCKS FOR THE R&B DEPARTMENT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO REJECT THE BIDS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

4) Tape 1A 513 THE MATTER OF *JOB APPLICANTS FOR MAINTENANCE AND JANITORIAL CUSTODIAN JOB OPENING* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING APPLICANTS: ANTONIO ALVAREZ, JOHN HELPER, WILLIAM JOHNSON, ROBERT HOGUE. THE COMMISSIONER'S VOTED BY PAPER BALLOT WITH WILLIAM JOHNSON RECEIVING THE MAJORITY OF VOTES.

Tape 1B 026 A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE. DULY SECONDED BY VIRGIL MCENTURFF TO OPEN A POSITION OF MAINTENANCE AND JANITORIAL CUSTODIAN.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO OFFER A SIX MONTH TEMPORARY JOB OF MAINTENANCE AND JANITORIAL CUSTODIAN TO WILLIAM JOHNSON FOR $1,200.00 PER MONTH WITH NO BENEFITS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO ADJOURN

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R Sisk

PRESIDING OFFICER

ATTEST:

Linda Wallace

LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26th DAY OF June, 2002.

VOL 0034 PAGE 044

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT

RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a special meeting of the above named Commissioners' Court will be held on the 12th of November 2001, at 4:00 p.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

## OPEN FORUM

### DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

1. /ASG Canvas Election Results of 6 November 2001 regarding State Constitutional Amendments.

### EXECUTIVE SESSION

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

### CERTIFICATION

ATTEST:

R Sisk

Robert M. Sisk
Judge - 9 November 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**NOVEMBER 12, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS SPECIAL SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON MONDAY, THE 12TH DAY OF NOVEMBER, 2001, AT 4:09 P.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 4:00 P.M. ON MONDAY. NOVEMBER12, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 4:00 P.M. ON MONDAY, THE 12TH DAY OF NOVEMBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

WITH COMMISSIONER RAYFORD BRIGGS AND VIRGIL MCENTURFF BEING ABSENT, THERE WAS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE 'MATTER OF *CANVASSING ELECTION RESULTS OF 6 NOVEMBER 2001 REGARDING STATE CONSTITUTIONAL AMENDMENTS* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK CALLED OUT THE TOTALS WITH COMMISSIONER EVELYN MALONE AND COMMISSIONER GARY BISHOP VERIFYING THE TOTALS.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY EVELYN MALONE TO ACCEPT THE CANVAS REPORT[1].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

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[1] CANVASS REPORT

PRESIDING OFFICER

ATTEST:

LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
FANNIN COUNTY TEXAS

MINUTES APPROVED THIS 26th DAY OF June, 2002.

The Secretary of State of Texas

VOL 0034 PAGE 048

**Canvass Report**

**2001 Constitutional Amendment Election**

**November 6, 2001**

COUNTY OF RAINS

| | Votes |
|---|---|
| Prop. 1 Resolves land ownership conflicts in Bastrop County. | |
| IN FAVOR | 131 |
| AGAINST | 155 |
| Prop. 2 Allows state to sell bonds for colonia roads. | |
| IN FAVOR | 112 |
| AGAINST | 177 |
| Prop. 3 Tax exemptions for certain cocoa and coffee held in Harris Co. | |
| IN FAVOR | 92 |
| AGAINST | 195 |
| Prop. 4 Allows a four-year term for fire fighters' pension commissioner. | |
| IN FAVOR | 152 |
| AGAINST | 139 |
| Prop. 5 Donate surplus firefighting equipment to underdeveloped countries. | |
| IN FAVOR | 127 |
| AGAINST | 166 |
| Prop. 6 Special session to name presidential electors. | |
| IN FAVOR | 98 |
| AGAINST | 188 |
| Prop. 7 Allows bonds to be sold for veterans' cemeteries. | |
| IN FAVOR | 152 |
| AGAINST | 144 |
| Prop. 8 Allows sale of bonds for construction and repair projects. | |
| IN FAVOR | 108 |
| AGAINST | 184 |
| Prop. 9 Cancel special election for vacant legislative seat if unopposed. | |
| IN FAVOR | 181 |
| AGAINST | 114 |
| Prop. 10 Exempts certain business equipment from property taxes. | |
| IN FAVOR | 103 |
| AGAINST | 183 |
| Prop. 11 Educators' pay for service on governing body of public entity. | |
| IN FAVOR | 130 |
| AGAINST | 165 |

**Canvass Report**

**2001 Constitutional Amendment Election**

**November 6, 2001**

| | Votes |
|---|---|
| Prop. 12 Eliminates obsolete provisions in Texas Constitution. | |
| IN FAVOR | 177 |
| AGAINST | 116 |
| Prop. 13 Historical school property donated to groups for preservation. | |
| IN FAVOR | 176 |
| AGAINST | 116 |
| Prop. 14 Certain travel trailers may be exempted from advalorem taxes. | |
| IN FAVOR | 125 |
| AGAINST | 161 |
| Prop. 15 Allows state to issue grants, loans, bonds for highways. | |
| IN FAVOR | 148 |
| AGAINST | 144 |
| Prop. 16 Adjusts laws regarding home improvement loans. | |
| IN FAVOR | 109 |
| AGAINST | 179 |
| Prop. 17 Legislature may settle certain title disputes. | |
| IN FAVOR | 118 |
| AGAINST | 174 |
| Prop. 18 Promotes uniformity in the processing of civil and criminal fees. | |
| IN FAVOR | 156 |
| AGAINST | 131 |

The Secretary of State of Texas

VOL 0034 PAGE 050

**Canvass Report**

**2001 Constitutional Amendment Election**

**November 6, 2001**

| | Votes |
|---|---|
| Prop. 19 Water Developement Board may issue bonds. | |
| IN FAVOR | 165 |
| AGAINST | 132 |

I, Robert M. Sek, RAINS County Election Official do hereby certify the returns as shown on the official canvass statement are true and correct as certified by the RAINS County Commissioners Court.

R M Sek — Judge
Signature

12 Nov 2001
Date

Please fax the canvass to 512-475-2811 to the attention of
Kim Thole and mail original to:
Secretary of State - Elections Division
P.O. Box 12060
Austin, TX 78711-2060

# NOTICE OF OPEN MEETING COMMISSIONERS' COURT

VOL 0034 PAGE 051

RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 14th of November 2001 at 9:00 a.m. (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

Review and Discuss Payment of Accounts

## OPEN FORUM

Citizens and Court Comments

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

### I. COMMITTEE & DEPARTMENTAL REPORTS

1. 1B 019
   a. Litter Abatement Results. (Roland)
   b. Status of county roads & bridges. (Jones)

### II. FINANCIAL REPORT AND MINUTES

2. 1B 039 Approve or disapprove warrants authorizing payment of accounts.

3. N/A Approve or disapprove line item transfers, if applicable.

4. N/A Approve or disapprove budget amendments, if applicable.

5. 1B 086 Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable.

6. 1B 039 Approve or disapprove minutes of previous meetings.

FILED
01 NOV -9 PM 1:25

## III. OLD BUSINESS

7. 1B 115 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

8. 1B 117 Review and take action, if any, concerning the Courthouse Annex project.
   a. Modify witness and court reporter areas.
   b. Redo conference tables to match courtroom decor.
   c. Purchase small portable building for supply room.
   d. Purchase blinds for front of the Annex building.
   e. Purchase of buffer for county offices.
   f. Purchase/Repair of flag pole for the Annex building.
   g. Discuss & take action on retainer wall for Annex building.
   h. Seal parking lot.
   i. Stripe parking lot.
   j. Designate Open House date.

9. 1B 267 Review and take action on the Courthouse preservation project.

10. 1B 559 Review and take action, if any, on any and all jail expansion issues.

11. 2B 272 Approve/disapprove the Rains County's Industrial Commission report.

## IV. NEW BUSINESS

12. 3D 377 Commissioners's Court workshop will convene in Sulphur Springs on or about 5:00 p.m. on 14th of November to discuss CPS budgeting requirements. No action required.

13. 3D 319 Discuss matters regarding the 2001 County Employee's Christmas party.

14. 3D 321 Approve Christmas lights for Courthouse and Annex

15. ____ Review the overall expenses on new parking lot at Courthouse Annex building.

16. 1B 274 Discuss Emergency Services and Fire District elections.

17. 3D 324 Vote for members of the Tax Appraisal District Board of Directors.

18. 2A 507 Discuss and take action on Dallas Water Line concerning the cutting of county roads in Pct.#1. Ron Hayes is to present dollar figures to Commissioner McEnturff to review while court is in session for deliberation and/or action.

19. 2A 234 Approve County Courthouse parking lot renovation.

20. 2A 543 Approve purchasing of bulletin boards for County/District Clerks Office.

21. 2A 551 Discuss matters on the Counties's National Flood Insurance.

22. 2A 263 Set road bond requirements for new subdivision developments.

23. 2A 603 Reaffirm Resolution and Support on Courthouse Renovation.

24. 2A 613 Discuss approval for tax refund for Geordie Whisenhunt.

25. 2A 647 Review and Discuss the Government Collectors Association of Texas letter regarding the new law for collecting court fees and fines.

26. 2A 718 Discuss opinions and support matters regarding Crime Stoppers Watch for Rains County.

27. 2A 092 Review and accept the private roads for the new "Hillside Bay" subdivision.

28. 1B 367 Discuss County Road #2425 and the relocation of fences.

29. N/A Consider any and all personnel matter.

## EXECUTIVE SESSION

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

## CERTIFICATION

ATTEST:

Robert M. Sisk
Judge - 9 November 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**NOVEMBER 14, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 14TH DAY OF NOVEMBER, 2001, AT 9:08 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, NOVEMBER14, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:08 A.M. ON WEDNESDAY, THE 14TH DAY OF NOVEMBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

WITH COMMISSIONER VIRGIL MCENTURFF BEING ABSENT, THERE WAS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

Tape 1B 001 A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TAKE A TEN MINUTE RECESS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED IN OPEN COURT AT 10:26 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

SHERIFF RICHARD WILSON ADVISED THE COURT THAT THE JAIL INSPECTION WOULD BE ON FRIDAY, NOVEMBER 6, 2001.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING THE COURTHOUSE GRANT STATUS.

1) Tape 1B 019 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

A) LEE ROLAND, LITTER ABATEMENT, SUBMITTED ORAL AND WRITTEN REPORT. HE ADVISED THAT AN ORAL REPRESENTATION FOR THE LITTER ABATEMENT GRANT IS DUE NOVEMBER 27, 2001. HE REPORTED THAT HE WILL ATTEND THE TNRCC APPROVED SCHOOL FOR SEPTIC TANK INSPECTION ON DECEMBER 4 THROUGH DECEMBER 7, 2001.

B) AVIS JONES IS OUT OF TOWN

2) Tape 1B 039 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS*[1] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION REGARDING THE WARRANT FOR $7,961.00 FOR THE REPAIR OF ONE OF THE ROAD AND BRIDGE TRUCKS.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS. DULY SECONDED BY COMMISSIONER GARY BISHOP TO APPROVE TO PAY A $7,961.00 OUT OF THE CAPITAL FUNDS.

COMMISSIONERS VOTING AYE: EVELYN MALONE, GARY BISHOP AND RAYFORD BRIGGS

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: VIRGIL MCENTURFF

MOTION CARRIED.

---

[1]COMMISSIONERS COURT REGISTER DATED 11/13/01

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO APPROVE PAYMENT OF ACCOUNTS.

COMMISSIONERS VOTING AYE: EVELYN MALONE, GARY BISHOP AND RAYFORD BRIGGS

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: VIRGIL MCENTURFF

MOTION CARRIED.

3) NO ACTION.

4) NO ACTION

5) Tape 1B 086 THE MATTER OF *APPROVING OR DISAPPROVING THE TREASURER'S MONTHLY AND QUARTERLY REPORTS*[2] CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO APPROVE THE MONTHLY AND QUARTERLY REPORTS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

6) Tape 1B 089 THE MATTER OF *APPROVING OR DISAPPROVING THE MINUTES OF PREVIOUS MEETINGS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY

---

[2]GENERAL LEDGER ENDING OCTOBER 31, 2001

SECONDED BY COMMISSIONER EVELYN MALONE FOR EVELYN MALONE AND VIRGIL MCENTURFF TO READ AND REVIEW THE MINUTES FROM MAY THROUGH SEPTEMBER, 2001.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO TABLE THE MINUTES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

7) NO ACTION

8) Tape 1B 117 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, CONCERNING THE COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT

DISCUSSION. JUDGE SISK ADDRESSES RECEIVING BIDS FOR THE RETAINING WALL, DISCUSS SEALING AND STRIPING THE PARKING LOT AND DISCUSS HAVING OPEN HOUSE IN DECEMBER.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY EVELYN MALONE TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY

9) Tape 1B 267 THE MATTER OF *REVIEWING AND TAKING ACTION ON THE COURTHOUSE PRESERVATION PROJECT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING GRANT REQUEST

NO ACTION

16) Tape 1B 274 THE MATTER *ON EMERGENCY SERVICES AND FIRE DISTRICT ELECTIONS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF. DULY SECONDED BY COMMISSIONER EVELYN MALONE TO HOLD AN ELECTION FOR CREATING THE EMERGENCY FIRE AREA.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

28) Tape 1B 367 THE MATTER *COUNTY ROAD # 2425 AND RELOCATION OF FENCES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION. JUDGE SISK READ A LETTER[3] DATED NOVEMBER 6, 2001 TO AVIS JONES FROM RITA LIPTZ

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE. DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TABLE ANY ACTION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

10) Tape 1B 584 THE MATTER *REVIEWING AND TAKING ACTION ON ALL JAIL EXPANSION ISSUES* CAME TO THE ATTENTION OF THE COURT.

SUGGESTION WAS MADE BY JUDGE ROBERT SISK TO GO INTO EXECUTIVE SESSION TO DISCUSS PROCEDURES

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED

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[3]LETTER DATED 11/6/2001 TO AVIS JONES FROM RITA K. LIPTZ

BY COMMISSIONER VIRGIL MCENTURFF TO GO INTO EXECUTIVE SESSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS AT 11:16 A.M.

THE COURT RECONVENED IN OPEN COURT AT 12:13 P.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TERMINATE THE CONTRACT WITH THE ARCHITECT, NORRIS FLETCHER, OF BURNS, FLETCHER, GILL ARCHITECTS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

NORRIS FLETCHER ADDRESSED THE COURT CONCERNING RETURNING THE PLANS FOR $30,000.00. HE STATED THAT HE WOULD HAVE A FORMAL RESPONSE UPON RECEIPT OF A FORMAL TERMINATION LETTER OF THE CONTRACT FROM THE COMMISSIONERS' COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY EVELYN MALONE TO TAKE A RECESS FOR LUNCH.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS AT 12:20 A.M.

THE COURT RECONVENED IN OPEN COURT AT 12:23 P.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

27) Tape 2A 092 THE MATTER OF *ACCEPT THE PRIVATE ROADS FOR THE NEW "HILLSIDE BAY" SUBDIVISION* CAME TO THE ATTENTION OF THE COURT.

BOB ADAMS ADDRESSED THE COURT CONCERNING THE PLAT FOR SUBDIVISION AND A $30,000.00 MAINTENANCE BOND[4].

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY GARY BISHOP TO ACCEPT THE ROAD FOR HILLSIDE BAY SUBDIVISION FOR THE ONE YEAR WAITING PERIOD.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO TAKE A RECESS FOR LUNCH.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS AT 12:27 A.M.

THE COURT RECONVENED IN OPEN COURT AT 1:36 P.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

8) Tape 2A 141 THE MATTER TO *REVIEW AND TAKING ACTION CONCERNING THE COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION. JUDGE SISK ADDRESSED THE COURT CONCERNING THE PURCHASE OF A PORTABLE BUILDING. COMMISSIONER VIRGIL MCENTURFF PRESENTED A ROSS CONSTRUCTION PROPOSAL[5] ON A PORTABLE BUILDING.

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[4]LETTER FROM STEED & ASSOCIATES INSURANCE DATED 11/14/2001

[5]ROSS CONSTRUCTION PROPOSAL

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO ACCEPT THE PROPOSAL FROM ROSS CONSTRUCTION TO BUILDING A PORTABLE BUILDING WITH THE EXCEPTIONS OF USING 26 GAUGE AND COLOR TO MATCH THE ANNEX BUILDING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

11) Tape 2A 272 THE MATTER OF *APPROVING THE RAINS COUNTY'S INDUSTRIAL COMMISSIONER REPORT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

NO ACTION

12) Tape 2A 279 NO ACTION

13) Tape 2A 312 THE MATTER OF *2001 COUNTY EMPLOYEE'S CHRISTMAS PARTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO ALLOCATE $500.00 FOR CHRISTMAS PARTY WITH A COST OF $5.00 FOR EMPLOYEE GUEST.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

14) Tape 2A 312 THE MATTER OF *CHRISTMAS LIGHTS FOR COURTHOUSE AND ANNEX* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION. COMMISSIONER'S ADVISED THEY WILL BE RESPONSIBLE FOR THE LIGHTS.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO PUT LIGHTS ON OLD COURTHOUSE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 2A 394 THE MATTER OF *MEMBERS OF THE TAX APPRAISAL DISTRICT BOARD OF DIRECTORS*[6] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION. CAROLYN HILL GAVE THE LIST OF MEMBERS AS FOLLOWS: DOUG CONNERS, EARNEST WARREN, GARY VAUGHN, J. W. PARKMAN, ALICE WENZEL, DAN SHEFFIELD, JERI NORRIS.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO SPLIT THE VOTES BETWEEN EARNEST WARREN AND DAN SHEFFIELD.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

18) Tape 2A 527 THE MATTER OF *DISCUSSING AND TAKING ACTION ON DALLAS WATER LINE CONCERNING THE CUTTING OF COUNTY ROADS IN PCT. # 1* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

19) Tape 2A 234 NO ACTION

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[6]VOTING ENTITLEMENT FOR BOARD OF DIRECTORS SELECTION 2002-2003

20) Tape 2A 543 THE MATTER OF *APPROVING PURCHASING OF BULLETIN BOARDS FOR COUNTY/DISTRICT CLERKS OFFICE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY RAYFORD BRIGGS TO PURCHASE BULLETIN BOARDS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

21) Tape 2A 557 NO ACTION

22) Tape 2A 263 THE MATTER OF *SETTING ROAD BOND REQUIREMENTS FOR NEW SUBDIVISION DEVELOPMENTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO SET THE BOND REQUIREMENT AFTER INSPECTION BY THE PRECINCT COMMISSIONER AND ROAD & BRIDGE ADMINISTRATOR OF THE VALUE OF THE ROAD THE BOND SHALL BE ONE-THIRD OF THE VALUATION FOR THE BOND.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

23) Tape 2A 603 THE MATTER OF *REAFFIRMING RESOLUTION AND SUPPORT ON COURTHOUSE RENOVATION* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED

BY COMMISSIONER VIRGIL MCENTURFF TO SUPPORT THE RESOLUTION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

24) Tape 2A 618 THE MATTER OF *APPROVING TAX REFUND FOR GEORDIE WHISENHUNT*[7] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO APPROVE THE TAX REFUND.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

25) Tape 2A 647 THE MATTER OF *DISCUSSING THE GOVERNMENT COLLECTORS ASSOCIATION OF TEXAS LETTER REGARDING THE NEW LAW FOR COLLECTING COURT FEES AND FINES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

NO ACTION

26) Tape 2A 718 THE MATTER OF *DISCUSSING OPINIONS AND SUPPORT MATTERS REGARDING CRIME STOPPERS WATCH FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

NO ACTION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY GARY BISHOP TO ADJOURN

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[7]APPLICATION FOR TAX REFUND FROM GEORDIE WHISENHUNT

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY. MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COURT ... COUNTY TEXAS

MINUTES APPROVED THIS 26 DAY OF June, 20__.

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** A & R COLLISION CENTER | | | | | | | |
| 2097 | 10/08/01 | 11/14/01 | 7961.49 | NON-DEPARTMENTAL | CAPITAL | | 7961.49 |
| 2118 | 11/06/01 | 11/14/01 | 356.29 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 356.29 |
| | | | | | Total Displayed | = | 8317.78 |
| ***** ANDREWS CENTER | | | | | | | |
| MHMR | 11/14/01 | 11/14/01 | 418.83 | HEALTH & WELFARE | MHMR SERVICES | | 418.83 |
| | | | | | Total Displayed | = | 418.83 |
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | | |
| XX | 10/26/01 | 10/26/01 | 185.00 | GENERAL FUND | CREDIT UNION | | 185.00 |
| XX | 11/09/01 | 11/09/01 | 190.00 | GENERAL FUND | CREDIT UNION | | 190.00 |
| | | | | | Total Displayed | = | 375.00 |
| ***** ALLIED HEALTH | | | | | | | |
| HEALTH INS | 10/23/01 | 10/23/01 | 1055.00 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 1055.00 |
| | | | | | Total Displayed | = | 1055.00 |
| ***** ARMOR RESEARCH CO | | | | | | | |
| 90284 | 10/22/01 | 11/14/01 | 200.89 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 200.89 |
| | | | | | Total Displayed | = | 200.89 |
| ***** ARMOR MATERIALS | | | | | | | |
| 10007329 | 10/30/01 | 11/14/01 | 116.35 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 116.35 |
| 10007291 | 10/29/01 | 11/14/01 | 1715.30 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 1715.30 |
| | | | | | Total Displayed | = | 1831.65 |
| ***** ALLEN STUART, JP | | | | | | | |
| REFUND FEE | 11/05/01 | 11/05/01 | 125.00 | GENERAL FUND | J P FINES & FEES | | 125.00 |
| | | | | | Total Displayed | = | 125.00 |
| ***** AMERICAN SPECIALTY SUPPLY | | | | | | | |
| B10011 | 10/31/01 | 11/14/01 | 406.82 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 406.82 |
| | | | | | Total Displayed | = | 406.82 |
| ***** ARGON TECHNOLOGIES | | | | | | | |
| 1091901MCH | 10/01/01 | 11/14/01 | 24.95 | COUNTY ATTORNEY | TELEPHONE | | 24.95 |
| 1101801MCH | 11/01/01 | 11/14/01 | 24.95 | COUNTY ATTORNEY | TELEPHONE | | 24.95 |
| DECEMBER | 11/01/01 | 11/14/01 | 24.95 | COUNTY ATTORNEY | TELEPHONE | | 24.95 |
| | | | | | Total Displayed | = | 74.85 |
| ***** AT & T | | | | | | | |
| JUDGE | 10/06/01 | 11/14/01 | 3.56 | COUNTY JUDGE | TELEPHONE | | 3.56 |
| | | | | | Total Displayed | = | 3.56 |
| ***** BRODART CO | | | | | | | |
| 225935 | 10/26/01 | 11/14/01 | 187.29 | PUBLIC LIBRARY | OFFICE SUPPLIES | | 187.29 |
| U750467 | 10/11/01 | 11/14/01 | 15.59 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 15.59 |
| U735770 | 10/04/01 | 11/14/01 | 66.83 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 66.83 |
| | | | | | Total Displayed | = | 269.71 |
| ***** B&J TIRE | | | | | | | |
| 1487 | 11/02/01 | 11/14/01 | 20.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 20.00 |
| 1233 | 07/09/01 | 11/14/01 | 85.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 85.00 |
| 1228 | 07/03/01 | 11/14/01 | 30.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 30.00 |
| | | | | | Total Displayed | = | 135.00 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** BAKER & TAYLOR | | | | | | | |
| 5003328483 | 10/18/01 | 11/14/01 | 81.71 | PUBLIC LIBRARY | TX BOOK FESTIVAL GRANT | | 81.71 |
| 5003290826 | 10/01/01 | 11/14/01 | 57.73 | PUBLIC LIBRARY | TX BOOK FESTIVAL GRANT | | 57.73 |
| | | | | | Total Displayed | : | 139.44 |
| ***** BIRDSONG BRAKE & ALIGNMENT | | | | | | | |
| XX | 10/17/01 | 11/14/01 | 256.89 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 256.89 |
| | | | | | Total Displayed | : | 256.89 |
| ***** BUSTER PAVING CO. INC | | | | | | | |
| 11379 | 10/21/01 | 11/14/01 | 4747.47 | NON-DEPARTMENTAL | B&B BUILDING | | 4747.47 |
| 1137 | 10/21/01 | 11/14/01 | 2992.55 | NON-DEPARTMENTAL | B&B BUILDING | | 2992.55 |
| | | | | | Total Displayed | : | 7740.02 |
| ***** BERNAN | | | | | | | |
| I10025324 | 10/16/01 | 11/14/01 | 38.80 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 38.80 |
| | | | | | Total Displayed | : | 38.80 |
| ***** BETTIE FARR | | | | | | | |
| REIMB | 08/29/01 | 11/14/01 | 6.48 | PUBLIC LIBRARY | TRAVEL | | 6.48 |
| | | | | | Total Displayed | : | 6.48 |
| ***** BOOKS IN MOTION | | | | | | | |
| 21016 | 10/23/01 | 11/14/01 | 12.00 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 12.00 |
| | | | | | Total Displayed | : | 12.00 |
| ***** BETTY POTTS | | | | | | | |
| JUDGE RENT | 11/01/01 | 11/01/01 | 450.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 450.00 |
| | | | | | Total Displayed | : | 450.00 |
| ***** BETSY ROSS FLAG GIRLS, INC | | | | | | | |
| 507296 | 10/16/01 | 11/14/01 | 206.58 | MAINTENANCE | BLDG. MAINT | | 206.58 |
| | | | | | Total Displayed | : | 206.58 |
| ***** BRIGHT STAR-SALEM WATER CORP | | | | | | | |
| PCT 2 | 10/18/01 | 11/14/01 | 14.57 | UNIT ROAD & BRIDGE | WATER | | 14.57 |
| | | | | | Total Displayed | : | 14.57 |
| ***** CERTIFIED | | | | | | | |
| 605709 | 10/22/01 | 11/14/01 | 345.97 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 345.97 |
| | | | | | Total Displayed | : | 345.97 |
| ***** C & M BLDG SUPPLY | | | | | | | |
| 114709 | 10/24/01 | 11/14/01 | 55.96 | NON-DEPARTMENTAL | B&B BUILDING | | 55.96 |
| 114814 | 10/29/01 | 11/14/01 | 327.51 | NON-DEPARTMENTAL | B&B BUILDING | | 327.51 |
| 114892 | 10/31/01 | 11/14/01 | 73.36 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 73.36 |
| | | | | | Total Displayed | : | 456.83 |
| ***** CELLULAR ONE | | | | | | | |
| XX | 10/22/01 | 11/14/01 | 2.86 | UNIT ROAD & BRIDGE | TELEPHONE | | 2.86 |
| 504248631 | 10/22/01 | 11/14/01 | 7.38 | SHERIFF & JAIL | TELEPHONE | | 7.38 |
| 504142156 | 10/22/01 | 11/14/01 | 89.19 | SHERIFF & JAIL | TELEPHONE | | 89.19 |
| 504141688 | 10/22/01 | 11/14/01 | 26.08 | SHERIFF & JAIL | TELEPHONE | | 26.08 |
| | | | | | Total Displayed | : | 125.51 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** CHIVERS | | | | | | |
| 214291 | 10/30/01 | 11/14/01 | 6.50 | PUBLIC LIBRARY | LIBRARY MATERIAL | 6.50 |
| | | | | | Total Displayed : | 6.50 |
| ***** COLONIAL LIFE & ACC INS CO | | | | | | |
| INSURANCE | 10/29/01 | 10/29/01 | 128.82 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 128.82 |
| | | | | | Total Displayed : | 128.82 |
| ***** CLIFTON'S MAINTENANCE | | | | | | |
| SHERIFF | 10/01/01 | 11/14/01 | 6.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 6.00 |
| SHERIFF | 10/08/01 | 11/14/01 | 8.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 8.00 |
| | | | | | Total Displayed : | 14.00 |
| ***** CITY OF EMORY | | | | | | |
| PCT 3 | 10/15/01 | 11/14/01 | 33.50 | UNIT ROAD & BRIDGE | WATER | 33.50 |
| CTHSE 2 | 10/16/01 | 11/14/01 | 83.94 | NON-DEPARTMENTAL | WATER | 83.94 |
| AGENT OLD | 10/15/01 | 11/14/01 | 42.97 | NON-DEPARTMENTAL | WATER | 42.97 |
| B&B | 10/16/01 | 11/14/01 | 18.00 | NON-DEPARTMENTAL | WATER | 18.00 |
| AGENT NEW | 10/15/01 | 11/14/01 | 42.97 | NON-DEPARTMENTAL | WATER | 42.97 |
| CTHSE | 10/15/01 | 11/14/01 | 103.55 | NON-DEPARTMENTAL | WATER | 103.55 |
| JUDGE | 10/15/01 | 11/14/01 | 53.38 | NON-DEPARTMENTAL | WATER | 53.38 |
| JAIL | 10/15/01 | 11/14/01 | 951.50 | SHERIFF & JAIL | WATER | 951.50 |
| LIBRARY | 10/15/01 | 11/14/01 | 58.17 | PUBLIC LIBRARY | UTILITIES | 58.17 |
| | | | | | Total Displayed : | 1387.98 |
| ***** COLLECTIONS SERVICES CENTER | | | | | | |
| CLARK | 10/26/01 | 10/26/01 | 183.32 | GENERAL FUND | CHILD SUPPORT PAY | 183.32 |
| CLARK | 11/09/01 | 11/09/01 | 183.32 | GENERAL FUND | CHILD SUPPORT PAY | 183.32 |
| | | | | | Total Displayed : | 366.64 |
| ***** DAIRYLAND NEW HOLLAND | | | | | | |
| 38354 | 10/16/01 | 11/14/01 | 39.01 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 39.01 |
| | | | | | Total Displayed : | 39.01 |
| ***** DUKO OIL CO | | | | | | |
| 15688 | 10/18/01 | 11/14/01 | 15.73 | 1115 ** NOT ON FILE ** | FUEL | 15.73 |
| 15624 | 10/16/01 | 11/14/01 | 15.38 | 1115 ** NOT ON FILE ** | FUEL | 15.38 |
| 15796 | 10/25/01 | 11/14/01 | 23.75 | 1115 ** NOT ON FILE ** | FUEL | 23.75 |
| 15904 | 11/05/01 | 11/14/01 | 16.45 | 1115 ** NOT ON FILE ** | FUEL | 16.45 |
| 81528C | 10/15/01 | 11/14/01 | 626.85 | SHERIFF & JAIL | FUEL & OIL | 626.85 |
| 81703 | 10/30/01 | 11/14/01 | 689.50 | SHERIFF & JAIL | FUEL & OIL | 689.50 |
| 15856 | 10/30/01 | 11/14/01 | 16.55 | 1115 ** NOT ON FILE ** | FUEL | 16.55 |
| 15617 | 10/16/01 | 11/14/01 | 45.33 | UNIT ROAD & BRIDGE | FUEL & OIL | 45.33 |
| 81482 | 10/25/01 | 11/14/01 | 739.23 | UNIT ROAD & BRIDGE | FUEL & OIL | 739.23 |
| 15805 | 10/26/01 | 11/14/01 | 39.08 | UNIT ROAD & BRIDGE | FUEL & OIL | 39.08 |
| | | | | | Total Displayed : | 2227.85 |
| ***** DOLLAR GENERAL | | | | | | |
| XX | 10/22/01 | 11/14/01 | 85.00 | SHERIFF & JAIL | PRISONER SUPPLIES | 85.00 |
| XX | 10/23/01 | 11/14/01 | 20.00 | SHERIFF & JAIL | PRISONER SUPPLIES | 20.00 |
| XX | 10/23/01 | 11/14/01 | 10.00 | SHERIFF & JAIL | PRISONER FOOD | 10.00 |
| XX | 11/05/01 | 11/14/01 | 13.50 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 13.50 |
| | | | | | Total Displayed : | 128.50 |
| ***** DONUTS SUPREME | | | | | | |
| 1960-32 | 10/29/01 | 11/14/01 | 7.40 | COUNTY COURT | DIST-TRIAL EXPENSE | 7.40 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| | | | | | Total Displayed | : | 7.40 |
| ***** DESK TOP | | | | | | | |
| 12586 | 10/22/01 | 11/14/01 | 18.18 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 18.18 |
| 12479 | 10/04/01 | 11/14/01 | 121.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 121.00 |
| 12534 | 10/11/01 | 11/14/01 | 407.61 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 407.61 |
| 12642 | 11/01/01 | 11/14/01 | 8.99 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 8.99 |
| 12646 | 11/01/01 | 11/14/01 | 35.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 35.00 |
| 12630 | 10/25/01 | 11/14/01 | 17.20 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 17.20 |
| 12699 | 11/07/01 | 11/14/01 | 62.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 62.00 |
| 12695 | 11/07/01 | 11/14/01 | 35.96 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 35.96 |
| | | | | | Total Displayed | : | 705.94 |
| ***** ERWIN CONCRETE, INC | | | | | | | |
| 23854 | 10/03/01 | 11/14/01 | 59.66 | NON-DEPARTMENTAL | B&B BUILDING | | 59.66 |
| | | | | | Total Displayed | : | 59.66 |
| ***** EMORY FOOD MART | | | | | | | |
| SHERIFF | 11/01/01 | 11/14/01 | 105.42 | SHERIFF & JAIL | PRISONER FOOD | | 105.42 |
| | | | | | Total Displayed | : | 105.42 |
| ***** ELECTRONIC FEDERAL TAX PMT SYS | | | | | | | |
| WH-SS | 10/26/01 | 10/26/01 | 9232.08 | GENERAL FUND | PAYROLL W/H PAYABLE | | 3348.09 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | | 5883.99 |
| WH-SS | 11/09/01 | 11/09/01 | 9015.90 | GENERAL FUND | PAYROLL W/H PAYABLE | | 3265.44 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | | 5750.46 |
| | | | | | Total Displayed | : | 18247.98 |
| ***** EIGHTH JUDICIAL DISTRICT | | | | | | | |
| SEC-COORD | 11/14/01 | 11/14/01 | 372.41 | 8TH DISTRICT COURT | SECRETARY-COORDINATOR | | 372.41 |
| XX | 11/14/01 | 11/14/01 | 103.50 | 8TH DISTRICT COURT | OTHER EXPENSES | | 103.50 |
| BLDG | 11/14/01 | 11/14/01 | 709.75 | 8TH DISTRICT COURT | A/J BLDG. EXPENSES | | 709.75 |
| | | | | | Total Displayed | : | 1185.66 |
| ***** JONES GARAGE | | | | | | | |
| 22610 | 10/26/01 | 11/14/01 | 22.50 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 22.50 |
| 22590 | 10/15/01 | 11/14/01 | 92.50 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 92.50 |
| | | | | | Total Displayed | : | 115.00 |
| ***** EVELYN MALONE | | | | | | | |
| REIMB | 10/25/01 | 11/14/01 | 9.74 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 9.74 |
| REIMB | 11/05/01 | 11/14/01 | 5.41 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 5.41 |
| REIMB | 10/26/01 | 11/14/01 | 14.70 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 14.70 |
| REIMB | 11/05/01 | 11/14/01 | 32.46 | ELECTIONS | ELECTION EXPENSE | | 32.46 |
| | | | | | Total Displayed | : | 62.31 |
| ***** ECHO PUBLISHING CO | | | | | | | |
| 36381 | 10/30/01 | 11/14/01 | 38.40 | JUSTICE PEACE | OFFICE SUPPLIES | | 38.40 |
| 36380 | 10/30/01 | 11/14/01 | 38.40 | JUSTICE PEACE | OFFICE SUPPLIES | | 38.40 |
| | | | | | Total Displayed | : | 76.80 |
| ***** FEC ELECTRIC | | | | | | | |
| PCT 3 | 10/26/01 | 11/14/01 | 31.09 | UNIT ROAD & BRIDGE | ELECTRIC | | 31.09 |
| PCT 2 | 10/30/01 | 11/14/01 | 49.64 | UNIT ROAD & BRIDGE | ELECTRIC | | 49.64 |
| | | | | | Total Displayed | : | 80.73 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** FIRST NATIONAL BANK, EMORY | | | | | | |
| CLERK OFF | 10/09/01 | 10/31/01 | 20.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 20.00 |
| | | | | | Total Displayed : | 20.00 |
| ***** FACTS ON FILE, INC | | | | | | |
| 311441 | 10/17/01 | 11/14/01 | 222.56 | PUBLIC LIBRARY | LIBRARY MATERIAL | 222.56 |
| | | | | | Total Displayed : | 222.56 |
| ***** FINISHING TOUCHES | | | | | | |
| 562678 | 10/24/01 | 11/14/01 | 4.56 | COUNTY JUDGE | OFFICE SUPPLIES | 4.56 |
| | | | | | Total Displayed : | 4.56 |
| ***** GARY BISHOP | | | | | | |
| REIMB | 10/23/01 | 11/14/01 | 18.93 | NON-DEPARTMENTAL | B&B BUILDING | 18.93 |
| | | | | | Total Displayed : | 18.93 |
| ***** GRIFFIN COMMUNICATION & SECURITY | | | | | | |
| 33028 | 11/01/01 | 11/14/01 | 385.00 | COURTHOUSE SECURITY FU | BAILIFF EXPENSE | 385.00 |
| 33029 | 11/01/01 | 11/14/01 | 29.95 | PUBLIC LIBRARY | BUILDING MAINT | 29.95 |
| | | | | | Total Displayed : | 414.95 |
| ***** GLOBAL COMPUTER SUPPLIES | | | | | | |
| 31169594 | 10/30/01 | 11/14/01 | 503.95 | SHERIFF & JAIL | OFFICE SUPPLIES | 503.95 |
| | | | | | Total Displayed : | 503.95 |
| ***** GREENVILLE HERALD BANNER | | | | | | |
| XX | 10/29/01 | 11/14/01 | 41.34 | NON-DEPARTMENTAL | PUBLICATIONS | 41.34 |
| | | | | | Total Displayed : | 41.34 |
| ***** GOBER MERRELL | | | | | | |
| CVCS116111 | 11/05/01 | 11/14/01 | 742.42 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 742.42 |
| CVCS116213 | 11/05/01 | 11/14/01 | 428.05 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 428.05 |
| | | | | | Total Displayed : | 1170.47 |
| ***** GEORGE P BANE, INC | | | | | | |
| 01036781 | 11/06/01 | 11/14/01 | 910.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 910.00 |
| | | | | | Total Displayed : | 910.00 |
| ***** GENERAL SERVICES COMMISSION | | | | | | |
| 1316953 | 10/15/01 | 11/14/01 | 3.44 | COUNTY & DIST. CLERK | TELEPHONE | 3.44 |
| | | | | | Total Displayed : | 3.44 |
| ***** GRANT WORKS | | | | | | |
| HOUSING | 10/24/01 | 10/24/01 | 24000.00 | HOUSING REHAB GRANT | HOUSING GRANT | 24000.00 |
| | | | | | Total Displayed : | 24000.00 |
| ***** HUNT COUNTY | | | | | | |
| CT REP | 11/14/01 | 11/14/01 | 425.00 | 354TH DISTRICT COURT | COURT REPORTER | 425.00 |
| SEC-COORD | 11/14/01 | 11/14/01 | 175.00 | 354TH DISTRICT COURT | SECRETARY-COORDINATOR | 175.00 |
| | | | | | Total Displayed : | 600.00 |
| ***** HOPKINS COUNTY JUVENILE PROBATIO | | | | | | |
| JUV PROB | 11/14/01 | 11/14/01 | 483.33 | 8TH DISTRICT COURT | JUVENILE PROBATION | 483.33 |
| | | | | | Total Displayed : | 483.33 |
| ***** HOPKINS CO. SHERIFF DEPT | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| XX | 10/31/01 | 11/14/01 | 6708.00 | NON-DEPARTMENTAL | PRISONER BOARDING | 6708.00 |
| | | | | | Total Displayed : | 6708.00 |
| ***** HONEY HOLE TOURNAMENTS, INC | | | | | | |
| IFTOP60011 | 10/24/01 | 10/24/01 | 1650.00 | HOTEL/MOTEL TAX | HOTEL/MOTEL TAX | 1650.00 |
| | | | | | Total Displayed : | 1650.00 |
| ***** HALL'S PHARMACY | | | | | | |
| IHC | 09/26/01 | 11/14/01 | 630.20 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 630.20 |
| IHC | 10/30/01 | 11/14/01 | 533.98 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 533.98 |
| ACCT 799 | 10/30/01 | 11/14/01 | 1.44 | SHERIFF & JAIL | OFFICE SUPPLIES | 1.44 |
| ACCT 799 | 10/30/01 | 11/14/01 | 89.84 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | 89.84 |
| | | | | | Total Displayed : | 1255.46 |
| ***** HOUSE TIRE & SERVICE CENTER | | | | | | |
| 122317 | 11/01/01 | 11/14/01 | 699.36 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 699.36 |
| 122316 | 11/01/01 | 11/14/01 | 51.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 51.00 |
| | | | | | Total Displayed : | 750.36 |
| ***** HOOTEN'S WELDING & MFG | | | | | | |
| XX | 10/10/01 | 11/14/01 | 32.25 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 32.25 |
| XX | 10/02/01 | 11/14/01 | 52.55 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 52.55 |
| XX | 10/02/01 | 11/14/01 | 20.74 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 20.74 |
| | | | | | Total Displayed : | 105.54 |
| ***** INTERSTATE ALL BATTERY CENTER | | | | | | |
| we | 10/26/01 | 11/14/01 | 143.95 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 143.95 |
| | | | | | Total Displayed : | 143.95 |
| ***** I C O PIPE SUPPLY | | | | | | |
| 49821 | 10/08/01 | 11/14/01 | 2.17 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 2.17 |
| | | | | | Total Displayed : | 2.17 |
| ***** J & R DISCOUNT AUTO SUPPLY | | | | | | |
| D125736 | 10/30/01 | 11/14/01 | 30.72 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 30.72 |
| D125778 | 10/30/01 | 11/14/01 | 3.90 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 3.90 |
| D125812 | 10/31/01 | 11/14/01 | 46.34 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 46.34 |
| D125650 | 10/29/01 | 11/14/01 | 33.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 33.00 |
| D125218 | 10/20/01 | 11/14/01 | 11.42 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 11.42 |
| D124514 | 10/10/01 | 11/14/01 | 24.68 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 24.68 |
| | | | | | Total Displayed : | 150.06 |
| ***** JAMES LILES | | | | | | |
| 296025 | 10/26/01 | 11/14/01 | 50.00 | PUBLIC LIBRARY | BUILDING MAINT | 50.00 |
| | | | | | Total Displayed : | 50.00 |
| ***** JOHN C GINN, ATTY | | | | | | |
| KIRKPATRIC | 10/12/01 | 11/14/01 | 225.00 | 354TH DISTRICT COURT | TRIAL EXPENSE | 225.00 |
| TAYLOR | 10/05/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| | | | | | Total Displayed : | 425.00 |
| ***** JILL E URBAN, MD | | | | | | |
| REIMB | 10/24/01 | 11/14/01 | 47.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 47.00 |
| | | | | | Total Displayed : | 47.00 |

***** JURY LIST

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| DIST | 10/25/01 | 10/25/01 | 312.00 | COUNTY COURT | DIST-JUROR EXPENSE | | 312.00 |
| | | | | | Total Displayed | : | 312.00 |
| ***** J MAR RECYCLE SHOP | | | | | | | |
| 4833108 | 10/11/01 | 11/14/01 | 40.60 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 40.60 |
| | | | | | Total Displayed | : | 40.60 |
| ***** JOHN ROBINSON | | | | | | | |
| 113046 | 10/31/01 | 11/02/01 | 300.00 | ELECTIONS | ELECTION EXPENSE | | 300.00 |
| 113050 | 11/08/01 | 11/14/01 | 135.00 | ELECTIONS | ELECTION EXPENSE | | 135.00 |
| | | | | | Total Displayed | : | 435.00 |
| ***** JP & CONSTABLES ASSN OF TEXAS | | | | | | | |
| STUART | 11/05/01 | 11/14/01 | 45.00 | JUSTICE PEACE | DUES | | 45.00 |
| | | | | | Total Displayed | : | 45.00 |
| ***** JIM TURNER INSURANCE AGENCY | | | | | | | |
| KIRKPATRIC | 08/06/01 | 11/14/01 | 50.00 | SHERIFF & JAIL | BONDS | | 50.00 |
| COOPER | 08/13/01 | 11/14/01 | 50.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 50.00 |
| WACASTER | 10/29/01 | 11/14/01 | 262.50 | COUNTY & DIST. CLERK | BONDS | | 262.50 |
| | | | | | Total Displayed | : | 362.50 |
| ***** KENDALL & SON | | | | | | | |
| 15266 | 10/17/01 | 11/14/01 | 358.80 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 358.80 |
| | | | | | Total Displayed | : | 358.80 |
| ***** KRISTI BISHOP | | | | | | | |
| CHILD SUP | 10/26/01 | 10/26/01 | 500.00 | GENERAL FUND | CHILD SUPPORT PAY | | 500.00 |
| | | | | | Total Displayed | : | 500.00 |
| ***** KENNETH NEINAST | | | | | | | |
| EXPENSE | 11/14/01 | 11/14/01 | 300.00 | COUNTY AGENT | TRAVEL ALLOWANCE | | 300.00 |
| | | | | | Total Displayed | : | 300.00 |
| ***** LETHA PRYTZ | | | | | | | |
| REIMB | 10/09/01 | 11/14/01 | 14.28 | PUBLIC LIBRARY | TRAVEL | | 14.28 |
| | | | | | Total Displayed | : | 14.28 |
| ***** LIFE INVESTORS INSURANCE CO | | | | | | | |
| INSURANCE | 10/29/01 | 10/29/01 | 183.80 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 183.80 |
| | | | | | Total Displayed | : | 183.80 |
| ***** LAQUINTA INN | | | | | | | |
| KIRKPATRIC | 11/02/01 | 11/02/01 | 393.25 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | | 393.25 |
| | | | | | Total Displayed | : | 393.25 |
| ***** LINDA WALLACE, CLERK | | | | | | | |
| OPEN BANK | 11/01/01 | 11/01/01 | 2500.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 2500.00 |
| | | | | | Total Displayed | : | 2500.00 |
| ***** MALOUF CONSTRUCTION | | | | | | | |
| HOUSING | 10/24/01 | 10/24/01 | 106924.00 | HOUSING REHAB GRANT | HOUSING GRANT | | 106924.00 |
| | | | | | Total Displayed | : | 106924.00 |
| ***** MAX A MART | | | | | | | |
| 87000 | 10/23/01 | 11/14/01 | 6.54 | SHERIFF & JAIL | SEMINAR EXPENSE | | 6.54 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | | Total Displayed : | 6.54 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | |
| SISK | 10/26/01 | 10/26/01 | 75.00 | GENERAL FUND | LEVY | 75.00 |
| SISK | 11/09/01 | 11/09/01 | 75.00 | GENERAL FUND | LEVY | 75.00 |
| | | | | | Total Displayed : | 150.00 |
| ***** MAP SPECIALISTS ADDRESSING GROUP | | | | | | |
| 502 | 10/22/01 | 11/14/01 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| 503 | 10/22/01 | 11/14/01 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| 506 | 11/01/01 | 11/14/01 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| 507 | 11/01/01 | 11/14/01 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| | | | | | Total Displayed : | 3000.00 |
| ***** MASTERS TRUE VALUE | | | | | | |
| 40306 | 10/23/01 | 11/14/01 | 74.94 | NON-DEPARTMENTAL | B&B BUILDING | 74.94 |
| | | | | | Total Displayed : | 74.94 |
| ***** N & E Tx CO JUDGE & COMM ASSN | | | | | | |
| XX | 11/01/01 | 11/14/01 | 100.00 | NON-DEPARTMENTAL | DUES | 100.00 |
| | | | | | Total Displayed : | 100.00 |
| ***** NACO CLEARING ACCOUNT | | | | | | |
| DEF COMP | 10/26/01 | 10/26/01 | 10.00 | GENERAL FUND | DEFERRED COMP. | 10.00 |
| DEF COMP | 11/09/01 | 11/09/01 | 10.00 | GENERAL FUND | DEFERRED COMP. | 10.00 |
| | | | | | Total Displayed : | 20.00 |
| ***** NOTARY BONDING CORP OF TEXAS | | | | | | |
| ROLAND | 10/30/01 | 10/30/01 | 108.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 108.00 |
| | | | | | Total Displayed : | 108.00 |
| ***** NORTHSTAR PUBLISHING CO | | | | | | |
| 23787 | 10/22/01 | 11/14/01 | 5.00 | PUBLIC LIBRARY | LIBRARY MATERIAL | 5.00 |
| | | | | | Total Displayed : | 5.00 |
| ***** NATIONAL TRAVELERS LIFE INS CO | | | | | | |
| INSURANCE | 11/05/01 | 11/05/01 | 72.72 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 72.72 |
| | | | | | Total Displayed : | 72.72 |
| ***** OFFICE DEPOT | | | | | | |
| 141815492 | 10/18/01 | 11/14/01 | 36.42 | REGISTRATION OFFICE | OFFICE SUPPLIES | 36.42 |
| 142142296 | 10/18/01 | 11/14/01 | 44.48 | SHERIFF & JAIL | OFFICE SUPPLIES | 44.48 |
| 142142152 | 10/23/01 | 11/14/01 | 73.25 | SHERIFF & JAIL | OFFICE SUPPLIES | 73.25 |
| 142207694 | 10/23/01 | 11/14/01 | 33.00 | SHERIFF & JAIL | OFFICE SUPPLIES | 33.00 |
| 100130649 | 06/13/00 | 11/14/01 | 16.95 | COUNTY TREASURER | OFFICE SUPPLIES | 16.95 |
| 142317897 | 10/24/01 | 11/14/01 | 20.99 | COUNTY TREASURER | OFFICE SUPPLIES | 20.99 |
| 112827446 | 11/01/00 | 11/14/01 | 785.06 | COUNTY & DIST. CLERK | OFFICE EQUIPMENT | 785.06 |
| 142883924 | 10/31/01 | 11/14/01 | 326.81 | COUNTY & DIST. CLERK | OFFICE EQUIPMENT | 326.81 |
| 127768277 | 04/23/01 | 11/14/01 | -72.78 | JUSTICE PEACE | OFFICE SUPPLIES | -72.78 |
| 143070317 | 11/01/01 | 11/14/01 | 143.20 | REGISTRATION OFFICE | OFFICE SUPPLIES | 143.20 |
| 142277621 | 10/19/01 | 11/14/01 | 15.29 | COUNTY JUDGE | OFFICE SUPPLIES | 15.29 |
| 142274838 | 10/24/01 | 11/14/01 | 54.93 | COUNTY JUDGE | OFFICE SUPPLIES | 54.93 |
| 142274838 | 10/24/01 | 11/14/01 | 72.00 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 72.00 |
| 142637475 | 10/29/01 | 11/14/01 | 15.76 | MAINTENANCE | CUSTODIAL SUPPLIES | 15.76 |
| | | | | | Total Displayed : | 1565.36 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** OFFICE SOLUTIONS | | | | | | |
| 211546 | 11/08/01 | 11/14/01 | 63.36 | COUNTY COURT | DIST-TRIAL EXPENSE | 63.36 |
| | | | | | Total Displayed : | 63.36 |
| ***** PHILIP ALEXANDER, ATTY | | | | | | |
| KIRKPATRIC | 10/18/01 | 11/14/01 | 18.75 | 354TH DISTRICT COURT | TRIAL EXPENSE | 18.75 |
| VAUGHN | 10/18/01 | 11/14/01 | 150.00 | 354TH DISTRICT COURT | TRIAL EXPENSE | 150.00 |
| KENT | 10/18/01 | 11/14/01 | 300.00 | 354TH DISTRICT COURT | TRIAL EXPENSE | 300.00 |
| | | | | | Total Displayed : | 468.75 |
| ***** PATRICK CONSTRUCTION | | | | | | |
| 1 | 11/01/01 | 11/01/01 | 9900.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 9900.00 |
| | | | | | Total Displayed : | 9900.00 |
| ***** PETTY CASH | | | | | | |
| REIMB | 10/16/01 | 11/14/01 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | 28.76 |
| REIMB | 10/23/01 | 11/14/01 | 30.48 | SHERIFF & JAIL | PRISONER FOOD | 30.48 |
| REIMB | 10/30/01 | 11/14/01 | 17.78 | SHERIFF & JAIL | PRISONER FOOD | 17.78 |
| REIMB | 10/31/01 | 11/14/01 | 21.70 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 21.70 |
| | | | | | Total Displayed : | 98.72 |
| ***** PRICE FORD-LINCOLN-MERCURY | | | | | | |
| C43284 | 09/28/01 | 11/14/01 | 521.20 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 521.20 |
| | | | | | Total Displayed : | 521.20 |
| ***** POTTS FEED STORE | | | | | | |
| 31448 | 10/30/01 | 11/14/01 | 7.55 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 7.55 |
| 36671 | 10/11/01 | 11/14/01 | 26.20 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 26.20 |
| 36277 | 10/02/01 | 11/14/01 | 7.55 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 7.55 |
| 37831 | 10/10/01 | 11/14/01 | 444.00 | UNIT ROAD & BRIDGE | CULVERTS | 444.00 |
| 37902 | 10/15/01 | 11/14/01 | 135.00 | UNIT ROAD & BRIDGE | CULVERTS | 135.00 |
| | | | | | Total Displayed : | 620.30 |
| ***** PATRICIA HARRISON | | | | | | |
| XX | 10/18/01 | 11/14/01 | 808.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 808.00 |
| | | | | | Total Displayed : | 808.00 |
| ***** PHILLIP KILGORE | | | | | | |
| REIMB | 11/08/01 | 11/14/01 | 8.40 | COUNTY COURT | DIST-TRIAL EXPENSE | 8.40 |
| REIMB | 11/09/01 | 11/14/01 | 22.40 | COUNTY COURT | DIST-TRIAL EXPENSE | 22.40 |
| | | | | | Total Displayed : | 30.80 |
| ***** PONDERS MOWER & SAW | | | | | | |
| 4531035 | 10/17/01 | 11/14/01 | 17.50 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 17.50 |
| | | | | | Total Displayed : | 17.50 |
| ***** PRIME SERVE FOOD DISTR INC | | | | | | |
| 302204 | 10/12/01 | 11/14/01 | 307.25 | SHERIFF & JAIL | PRISONER FOOD | 307.25 |
| 302289 | 10/19/01 | 11/14/01 | 126.25 | SHERIFF & JAIL | PRISONER FOOD | 126.25 |
| 302353 | 10/26/01 | 11/14/01 | 473.19 | SHERIFF & JAIL | PRISONER FOOD | 473.19 |
| 302436 | 11/02/01 | 11/14/01 | 147.78 | SHERIFF & JAIL | PRISONER FOOD | 147.78 |
| | | | | | Total Displayed : | 1054.47 |
| ***** POINT TIRE SERVICE | | | | | | |
| 4228 | 10/02/01 | 11/14/01 | 133.95 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 133.95 |
| 4229 | 10/09/01 | 11/14/01 | 178.90 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 178.90 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| 4230 | 10/26/01 | 11/14/01 | 87.95 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 87.95 |
| | | | | | Total Displayed : | 400.80 |
| ***** QUILL CORPORATION | | | | | | |
| 8211576 | 10/18/01 | 11/14/01 | 76.93 | PUBLIC LIBRARY | OFFICE SUPPLIES | 76.93 |
| 883115CR | 10/19/01 | 11/14/01 | -5.49 | PUBLIC LIBRARY | OFFICE SUPPLIES | -5.49 |
| 8235205 | 10/19/01 | 11/14/01 | 4.29 | PUBLIC LIBRARY | OFFICE SUPPLIES | 4.29 |
| | | | | | Total Displayed : | 75.73 |
| ***** R & M COMMUNICATIONS | | | | | | |
| 10170026 | 10/17/01 | 11/14/01 | 80.55 | SHERIFF & JAIL | TELEPHONE | 80.55 |
| | | | | | Total Displayed : | 80.55 |
| ***** RAINS COUNTY LEADER | | | | | | |
| 11002RCCC | 10/16/01 | 11/14/01 | 148.50 | NON-DEPARTMENTAL | PUBLICATIONS | 148.50 |
| 11001RCCC | 10/16/01 | 11/14/01 | 148.50 | NON-DEPARTMENTAL | PUBLICATIONS | 148.50 |
| 11004RCCC | 10/23/01 | 11/14/01 | 116.40 | NON-DEPARTMENTAL | PUBLICATIONS | 116.40 |
| 11004RCCC | 10/16/01 | 11/14/01 | 19.20 | NON-DEPARTMENTAL | PUBLICATIONS | 19.20 |
| 11003RCCC | 10/16/01 | 11/14/01 | 4.40 | NON-DEPARTMENTAL | PUBLICATIONS | 4.40 |
| | | | | | Total Displayed : | 437.00 |
| ***** ROLAND FERGURSON, ATTY | | | | | | |
| BELL | 10/05/01 | 11/14/01 | 350.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 350.00 |
| WADE | 10/19/01 | 11/14/01 | 150.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 150.00 |
| GIVENS | 10/19/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| MCNAIR | 11/02/01 | 11/14/01 | 150.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 150.00 |
| NUNNENCAMP | 11/02/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| | | | | | Total Displayed : | 1050.00 |
| ***** RED FLAG QMS | | | | | | |
| 021959 | 10/24/01 | 11/14/01 | 48.94 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 48.94 |
| | | | | | Total Displayed : | 48.94 |
| ***** RAINS HARDWARE | | | | | | |
| 16639 | 10/03/01 | 11/14/01 | 38.59 | MAINTENANCE | BLDG. MAINT | 38.59 |
| 16796 | 10/18/01 | 11/14/01 | 30.73 | MAINTENANCE | BLDG. MAINT | 30.73 |
| 16652 | 10/04/01 | 11/14/01 | 9.53 | MAINTENANCE | BLDG. MAINT | 9.53 |
| 16656 | 10/04/01 | 11/14/01 | 11.79 | MAINTENANCE | BLDG. MAINT | 11.79 |
| 16707 | 10/16/01 | 11/14/01 | 49.99 | REGISTRATION OFFICE | OFFICE EQUIPMENT | 49.99 |
| 16629 | 10/02/01 | 11/14/01 | 16.24 | MAINTENANCE | CUSTODIAL SUPPLIES | 16.24 |
| 17064 | 10/25/01 | 11/14/01 | 2.29 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 2.29 |
| 16699 | 10/16/01 | 11/14/01 | 23.48 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 23.48 |
| 16767 | 10/15/01 | 11/14/01 | 70.94 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 70.94 |
| 16842 | 10/23/01 | 11/14/01 | 17.28 | NON-DEPARTMENTAL | B&B BUILDING | 17.28 |
| 16587 | 10/04/01 | 11/14/01 | 150.28 | NON-DEPARTMENTAL | B&B BUILDING | 150.28 |
| 16597 | 10/04/01 | 11/14/01 | 121.38 | NON-DEPARTMENTAL | B&B BUILDING | 121.38 |
| 16654 | 10/04/01 | 11/14/01 | 8.67 | NON-DEPARTMENTAL | B&B BUILDING | 8.67 |
| 16645 | 10/03/01 | 11/14/01 | 8.67 | NON-DEPARTMENTAL | B&B BUILDING | 8.67 |
| 16886 | 10/26/01 | 11/14/01 | 206.26 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 206.26 |
| 16854 | 10/24/01 | 11/14/01 | 2.99 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 2.99 |
| 17054 | 10/23/01 | 11/14/01 | 168.63 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 168.63 |
| 16650 | 10/03/01 | 11/14/01 | 30.21 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 30.21 |
| 16255 | 09/26/01 | 11/14/01 | 1.29 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 1.29 |
| 16639 | 10/03/01 | 11/14/01 | 31.98 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 31.98 |
| 16639 | 10/03/01 | 11/14/01 | 439.00 | NON-DEPARTMENTAL | B&B BUILDING | 439.00 |
| | | | | | Total Displayed : | 1440.22 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** RANDY KIRKPATRICK | | | | | | | |
| ADV EXP | 11/02/01 | 11/02/01 | 125.00 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | | 125.00 |
| | | | | | Total Displayed | : | 125.00 |
| ***** RELIABLE OFFICE SUPPLIES | | | | | | | |
| MBD75100 | 10/17/01 | 11/14/01 | 132.91 | SHERIFF & JAIL | OFFICE SUPPLIES | | 132.91 |
| | | | | | Total Displayed | : | 132.91 |
| ***** ROBERT SISK | | | | | | | |
| REIMB | 11/07/01 | 11/14/01 | 43.26 | NON-DEPARTMENTAL | B&B BUILDING | | 43.26 |
| REIMB | 11/07/01 | 11/14/01 | 29.81 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 29.81 |
| REIMB | 11/07/01 | 11/14/01 | 7.55 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 7.55 |
| REIMB | 11/08/01 | 11/14/01 | 10.91 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 10.91 |
| | | | | | Total Displayed | : | 91.53 |
| ***** ROBERT VITITOW | | | | | | | |
| REIMB | 11/07/01 | 11/14/01 | 1679.84 | COUNTY ATTORNEY | OFFICE EQUIPMENT | | 1679.84 |
| REIMB | 11/07/01 | 11/14/01 | 33.60 | COUNTY ATTORNEY | OFFICE EQUIPMENT | | 33.60 |
| | | | | | Total Displayed | : | 1713.44 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | | |
| 111011221 | 11/01/01 | 11/14/01 | 392.45 | SHERIFF & JAIL | PRISONER FOOD | | 392.45 |
| | | | | | Total Displayed | : | 392.45 |
| ***** SCOTT-MERRIMAN, INC | | | | | | | |
| 16154 | 10/22/01 | 11/14/01 | 256.53 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 256.53 |
| 16030 | 10/25/01 | 11/14/01 | 357.07 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 357.07 |
| 16155 | 10/30/01 | 11/14/01 | 446.41 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 446.41 |
| | | | | | Total Displayed | : | 1060.01 |
| ***** SMITH COMMUNICATIONS | | | | | | | |
| XX | 10/25/01 | 11/14/01 | 945.00 | SHERIFF & JAIL | EQUIPMENT | | 945.00 |
| | | | | | Total Displayed | : | 945.00 |
| ***** SPRINT PCS | | | | | | | |
| SHERIFF | 10/31/01 | 11/14/01 | 53.81 | SHERIFF & JAIL | TELEPHONE | | 53.81 |
| | | | | | Total Displayed | : | 53.81 |
| ***** SOUTH RAINS WATER SUPPLY | | | | | | | |
| PCT 1 | 10/16/01 | 11/14/01 | 14.61 | UNIT ROAD & BRIDGE | WATER | | 14.61 |
| | | | | | Total Displayed | : | 14.61 |
| ***** SULPHUR SPRINGS FAMILY HEALTHCAR | | | | | | | |
| WEDEKING | 10/18/01 | 11/14/01 | 95.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 95.00 |
| HOGUE | 10/18/01 | 11/14/01 | 35.00 | SHERIFF & JAIL | SEMINAR EXPENSE | | 35.00 |
| | | | | | Total Displayed | : | 130.00 |
| ***** SULPHUR SPRINGS INJECTION SERVIC | | | | | | | |
| 7011 | 10/05/01 | 11/14/01 | 936.79 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 936.79 |
| | | | | | Total Displayed | : | 936.79 |
| ***** SHIRLEY WEEKS | | | | | | | |
| HOMEECEXP | 11/14/01 | 11/14/01 | 200.00 | COUNTY AGENT | ECONOMIST TRAVEL ALLOWANCE | | 200.00 |
| | | | | | Total Displayed | : | 200.00 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** TEXACO | | | | | | |
| SHERIFF | 10/12/01 | 11/14/01 | 18.29 | SHERIFF & JAIL | FUEL & OIL | 18.29 |
| | | | | | Total Displayed : | 18.29 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | |
| ALLENWIRE | 10/19/01 | 11/14/01 | 42.82 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 42.82 |
| PCT 1 | 10/26/01 | 11/14/01 | 145.78 | UNIT ROAD & BRIDGE | ELECTRIC | 145.78 |
| AGENT | 11/01/01 | 11/14/01 | 66.02 | NON-DEPARTMENTAL | ELECTRIC | 66.02 |
| JUDGE | 11/01/01 | 11/14/01 | 107.05 | NON-DEPARTMENTAL | ELECTRIC | 107.05 |
| ANNEX | 11/01/01 | 11/14/01 | 960.67 | NON-DEPARTMENTAL | ELECTRIC | 960.67 |
| CTHSE | 11/02/01 | 11/14/01 | 167.78 | NON-DEPARTMENTAL | ELECTRIC | 167.78 |
| AGENT OLD | 11/02/01 | 11/14/01 | 29.69 | NON-DEPARTMENTAL | ELECTRIC | 29.69 |
| JAIL | 11/01/01 | 11/14/01 | 1228.10 | SHERIFF & JAIL | ELECTRIC | 1228.10 |
| LIBRARY | 10/19/01 | 11/14/01 | 457.01 | PUBLIC LIBRARY | UTILITIES | 457.01 |
| | | | | | Total Displayed : | 3204.92 |
| ***** TYLER ASPHALT & GRAVEL CO | | | | | | |
| 10003035 | 10/31/01 | 11/14/01 | 11246.52 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 11246.52 |
| 10002730 | 10/19/01 | 11/14/01 | 8770.98 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 8770.98 |
| 10002693 | 10/18/01 | 11/14/01 | 7929.99 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 7929.99 |
| 10002903 | 10/25/01 | 11/14/01 | 6197.52 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 6197.52 |
| 10002811 | 10/23/01 | 11/14/01 | 5001.06 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 5001.06 |
| 10002991 | 10/30/01 | 11/14/01 | 10666.91 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 10666.91 |
| 10003054 | 11/01/01 | 11/14/01 | 5568.18 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 5568.18 |
| | | | | | Total Displayed : | 55381.16 |
| ***** TAWAKONI GROCERY | | | | | | |
| 86490 | 10/05/01 | 11/14/01 | 105.64 | SHERIFF & JAIL | PRISONER FOOD | 105.64 |
| | | | | | Total Displayed : | 105.64 |
| ***** TEXAS CO & DIST RETIREMENT SYS | | | | | | |
| RETIREMENT | 10/26/01 | 10/26/01 | 10859.94 | NON-DEPARTMENTAL | RETIREMENT | 360.00 |
| | | | | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | 10499.94 |
| | | | | | Total Displayed : | 10859.94 |
| ***** TARRANT COUNTY JR COLLEGE | | | | | | |
| KIRKPATRIC | 11/02/01 | 11/02/01 | 400.00 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | 400.00 |
| | | | | | Total Displayed : | 400.00 |
| ***** THE COMPUTER MAN | | | | | | |
| 20010217 | 10/21/01 | 11/14/01 | 60.00 | JUSTICE PEACE | EQUIPMENT MAINT | 60.00 |
| 20010222 | 10/29/01 | 11/14/01 | 195.95 | COUNTY & DIST. CLERK | OFFICE EQUIPMENT | 195.95 |
| | | | | | Total Displayed : | 255.95 |
| ***** TEXAS DIST & CO ATTY ASSN | | | | | | |
| COLE DUES | 10/22/01 | 11/14/01 | 25.00 | COUNTY ATTORNEY | DUES | 25.00 |
| | | | | | Total Displayed : | 25.00 |
| ***** TRIPLE E ELECTRIC | | | | | | |
| 3445 | 10/18/01 | 11/14/01 | 85.00 | MAINTENANCE | BLDG. MAINT | 85.00 |
| | | | | | Total Displayed : | 85.00 |
| ***** TEXAS ENGINEERING EXT SVC | | | | | | |
| XX | 11/06/01 | 11/14/01 | 330.00 | 1115 ** NOT ON FILE ** | OTHER | 330.00 |
| | | | | | Total Displayed : | 330.00 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** THE H W WILSON CO | | | | | | |
| 54178649 | 10/09/01 | 11/14/01 | 99.00 | PUBLIC LIBRARY | LIBRARY MATERIAL | 99.00 |
| 54176980 | 10/09/01 | 11/14/01 | 289.00 | PUBLIC LIBRARY | LIBRARY MATERIAL | 289.00 |
| | | | | | Total Displayed : | 388.00 |
| ***** TYLER MORNING TELEGRAPH | | | | | | |
| SUBSCRIPTI | 10/26/01 | 11/14/01 | 107.40 | SHERIFF & JAIL | PRISONER SUPPLIES | 107.40 |
| | | | | | Total Displayed : | 107.40 |
| ***** TEXAS NOTARY PUBLIC ASSN | | | | | | |
| SISK | 10/31/01 | 10/31/01 | 105.25 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 105.25 |
| | | | | | Total Displayed : | 105.25 |
| ***** THE WELDING STORE | | | | | | |
| 12545 | 10/24/01 | 11/14/01 | 25.14 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 25.14 |
| | | | | | Total Displayed : | 25.14 |
| ***** TXU GAS | | | | | | |
| JAIL | 11/02/01 | 11/14/01 | 79.83 | SHERIFF & JAIL | GAS | 79.83 |
| AGENT | 11/02/01 | 11/14/01 | 13.06 | NON-DEPARTMENTAL | GAS | 13.06 |
| CTHSE | 11/02/01 | 11/14/01 | 12.07 | NON-DEPARTMENTAL | GAS | 12.07 |
| LIBRARY | 11/02/01 | 11/14/01 | 24.14 | PUBLIC LIBRARY | UTILITIES | 24.14 |
| | | | | | Total Displayed : | 129.10 |
| ***** U S POST OFFICE | | | | | | |
| POSTAGE | 10/25/01 | 10/25/01 | 3.60 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 3.60 |
| POSTAGE | 10/29/01 | 10/29/01 | 4.47 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 4.47 |
| | | | | | Total Displayed : | 8.07 |
| ***** US POSTAL SERVICE | | | | | | |
| POSTAGE | 10/30/01 | 10/30/01 | 1000.00 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 1000.00 |
| | | | | | Total Displayed : | 1000.00 |
| ***** VERIZON | | | | | | |
| PCT 1 | 10/19/01 | 11/14/01 | 28.61 | UNIT ROAD & BRIDGE | TELEPHONE | 28.61 |
| PCT 2 | 10/19/01 | 11/14/01 | 46.92 | UNIT ROAD & BRIDGE | TELEPHONE | 46.92 |
| PCT 3 | 10/19/01 | 11/14/01 | 40.46 | UNIT ROAD & BRIDGE | TELEPHONE | 40.46 |
| TREAS | 10/19/01 | 11/14/01 | 119.23 | COUNTY TREASURER | TELEPHONE | 119.23 |
| 473-3008 | 10/19/01 | 11/14/01 | 45.35 | SHERIFF & JAIL | TELEPHONE | 45.35 |
| 473-3L81 | 10/19/01 | 11/14/01 | 380.26 | SHERIFF & JAIL | TELEPHONE | 380.26 |
| ATTY | 10/19/01 | 11/14/01 | 324.60 | COUNTY ATTORNEY | TELEPHONE | 324.60 |
| JUDGE | 10/19/01 | 11/14/01 | 197.24 | COUNTY JUDGE | TELEPHONE | 197.24 |
| AGENT | 10/19/01 | 11/14/01 | 153.26 | COUNTY AGENT | TELEPHONE | 153.26 |
| ANNEX | 10/25/01 | 11/14/01 | 56.25 | COUNTY TREASURER | TELEPHONE | 56.25 |
| CLERK | 10/25/01 | 11/14/01 | 130.94 | COUNTY & DIST. CLERK | TELEPHONE | 130.94 |
| REGISTR | 10/28/01 | 11/14/01 | 152.30 | REGISTRATION OFFICE | TELEPHONE | 152.30 |
| ATTY | 11/01/01 | 11/14/01 | -89.19 | COUNTY ATTORNEY | TELEPHONE | -89.19 |
| JP | 10/28/01 | 11/14/01 | 101.97 | JUSTICE PEACE | TELEPHONE | 101.97 |
| P&WL | 11/01/01 | 11/14/01 | 42.99 | PARKS & WILDLIFE | TELEPHONE | 42.99 |
| VET OFF | 11/01/01 | 11/14/01 | 44.61 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | 44.61 |
| LIBRARY | 10/19/01 | 11/14/01 | 89.57 | PUBLIC LIBRARY | TELEPHONE | 89.57 |
| DPS | 11/04/01 | 11/14/01 | 42.99 | DEPT. OF PUBLIC SAFETY | TELEPHONE | 42.99 |
| | | | | | Total Displayed : | 1908.36 |
| ***** VISION BENEFITS OF AMERICA | | | | | | |
| HEALTH INS | 10/29/01 | 10/29/01 | 201.30 | NON-DEPARTMENTAL | HEALTH INSURANCE | 164.00 |

| Invoice | Inv-Date | Due-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 16.80 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 20.50 |
| | | | | | Total Displayed : | 201.30 |
| ***** VIRGIL MCENTURFF | | | | | | |
| REIMB | 11/07/01 | 11/14/01 | 260.40 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 260.40 |
| | | | | | Total Displayed : | 260.40 |
| ***** WILSON-ORWOSKY FUNERAL HOME | | | | | | |
| GARNER | 10/26/01 | 11/14/01 | 300.00 | JUSTICE PEACE | AUTOPSY EXPENSE | 300.00 |
| | | | | | Total Displayed : | 300.00 |
| ***** WATSON CONSOLIDATED | | | | | | |
| HOUSING | 10/24/01 | 10/24/01 | 105076.00 | HOUSING REHAB GRANT | HOUSING GRANT | 105076.00 |
| | | | | | Total Displayed : | 105076.00 |
| ***** WALMART COMMUNITY BRC | | | | | | |
| 2615 | 09/27/01 | 11/14/01 | 141.36 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 141.36 |
| 918 | 09/27/01 | 11/14/01 | -79.88 | SHERIFF & JAIL | EQUIPMENT | -79.88 |
| 4524 | 10/05/01 | 11/14/01 | 69.63 | SHERIFF & JAIL | EQUIPMENT | 69.63 |
| 2615 | 09/27/01 | 11/14/01 | 169.62 | SHERIFF & JAIL | EQUIPMENT | 169.62 |
| 4525 | 10/05/01 | 11/14/01 | 38.54 | SHERIFF & JAIL | OFFICE SUPPLIES | 38.54 |
| 2615 | 09/27/01 | 11/14/01 | 26.67 | SHERIFF & JAIL | OFFICE SUPPLIES | 26.67 |
| 2615 | 09/27/01 | 11/14/01 | 167.30 | SHERIFF & JAIL | PRISONER FOOD | 167.30 |
| | | | | | Total Displayed : | 533.24 |
| ***** WINGFOOT COMMERCIAL TIRE SYSTEMS | | | | | | |
| 1681005224 | 10/16/01 | 11/14/01 | 570.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 570.00 |
| 1681005368 | 10/23/01 | 11/14/01 | 570.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 570.00 |
| | | | | | Total Displayed : | 1140.00 |
| ***** WILLIAM H MCDOWELL, ATTY | | | | | | |
| ELLETT | 10/19/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| LIEDTKE | 10/19/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| RIGGINS | 10/19/01 | 11/14/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| KENT | 11/02/01 | 11/14/01 | 250.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 250.00 |
| SHADOWEN | 10/12/01 | 11/14/01 | 1012.50 | 354TH DISTRICT COURT | TRIAL EXPENSE | 1012.50 |
| | | | | | Total Displayed : | 1862.50 |
| ***** WEST PUBLISHING CO | | | | | | |
| 800238936 | 09/30/01 | 11/14/01 | 100.00 | SHERIFF & JAIL | OFFICE SUPPLIES | 100.00 |
| | | | | | Total Displayed : | 100.00 |
| ***** WHEELER ROOFING & PAINT | | | | | | |
| 283434 | 10/28/01 | 11/09/01 | 1150.00 | ELECTIONS | ELECTION EXPENSE | 1150.00 |
| | | | | | Total Displayed : | 1150.00 |
| ***** WADE'S WELDING | | | | | | |
| XX | 10/18/01 | 11/14/01 | 1442.82 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 1442.82 |
| | | | | | Total Displayed : | 1442.82 |
| ***** XEROX CORPORATION | | | | | | |
| 590996253 | 11/02/01 | 11/14/01 | 76.21 | NON-DEPARTMENTAL | COPIERS | 76.21 |
| 085282861 | 11/08/01 | 11/14/01 | 61.00 | NON-DEPARTMENTAL | COPIERS | 61.00 |
| | | | | | Total Displayed : | 137.21 |

Grand Total of Displayed $ 414556.82

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 110156.64 |
| 005 | HOTEL/MOTEL TAX | 1650.00 |
| 006 | COURTHOUSE SECURITY FUND | 385.00 |
| 007 | LAW ENFORCEMENT TRAINING | 918.25 |
| 010 | UNIT ROAD & BRIDGE | 63561.59 |
| 034 | PUBLIC LIBRARY | 1887.34 |
| 042 | HOUSING REHAB GRANT | 236000.00 |
| | TOTAL ALL FUNDS: | 414558.82 |

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# COUNTY OF RAINS

*100 Quitman Street*
P.O. Box 158
Emory, Texas 75440

*Tel: (903) 473-2555*
*Fax: (903) 473-4298*
*Email: rains.co.judge@globeco.net*

November 14, 2001
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Signed this 14th of November 20 01

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone
Evelyn Malone, Comm., Pct. 2

Gary Bishop
Gary Bishop, Comm., Pct. 3

Rayford Briggs
Rayford Briggs, Comm., Pct. 4

R Sisk
Robert M. Sisk, County Judge

**********
*
*  G E N E R A L  L E D G E R
*
*  RAINS COUNTY
*
*  Statement of Financial Condition
*
*  For the Month Ending: OCTOBER 31, 2001
*
**********

RAINS COUNTY
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For the Month Ending: OCTOBER 31, 2001


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RAINS COUNTY
BALANCE SHEET - GENERAL FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 476,023.37 |
| TOTAL CURRENT ASSETS | | 476,023.37 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 2,767,220.00 | |
| LESS: REVENUES RECEIVED | 337,321.66- | |
| TOTAL OTHER ASSETS | | 2,429,898.34 |
| TOTAL ASSETS | | 2,905,921.71 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 75.54- |
| PAYROLL INSURANCE PAYABLE | | 6,787.82- |
| TOTAL CURRENT LIABILITIES | | 6,863.36- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 2,767,220.00 | |
| LESS: EXPENDITURES | 205,133.19- | |
| TOTAL OTHER LIABILITIES | | 2,562,086.81 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 350,698.26 | |
| TOTAL FUND BALANCE | | 350,698.26 |
| TOTAL LIABILITIES & FUND BAL. | | 2,905,921.71 |

STATEMENT OF REVENUES -- ( PRINT FUND: 002 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - GENERAL FUND | | | | | | |
| AD VALOREM CURRENT | 1,617,000.00 | 1,768,500.00 | 255,111.71 | 255,111.71 | 1,513,388.29 | 14.4 |
| AD VALOREM DELINQUEN | 84,000.00 | 84,000.00 | 14,514.53 | 14,514.53 | 69,485.47 | 17.3 |
| PENALTY & INTEREST | 45,000.00 | 45,000.00 | 3,902.30 | 3,902.30 | 41,097.70 | 8.7 |
| SHERIFF FEES | 7,400.00 | 7,000.00 | 650.00 | 650.00 | 6,350.00 | 9.3 |
| CLERK FEES | 55,000.00 | 60,000.00 | 3,083.56 | 3,083.56 | 56,916.44 | 5.1 |
| DISTRICT CLERK FEES | 19,000.00 | 20,000.00 | 1,889.22 | 1,889.22 | 18,110.78 | 9.5 |
| COUNTY COURT FINES | 90,000.00 | 115,000.00 | 4,502.25 | 4,502.25 | 110,497.75 | 3.9 |
| DISTRICT COURT FINES | 15,000.00 | 17,000.00 | 1,766.87 | 1,766.87 | 15,233.13 | 10.4 |
| AUTO TAX TITLE | 9,000.00 | 9,300.00 | 750.00 | 750.00 | 8,550.00 | 8.1 |
| TAX COLLECTOR FEES | 400.00 | 400.00 | 752.00 | 752.00 | 352.00- | 188.0 |
| BEER & LIQUOR PERMITS | 1,500.00 | 1,200.00 | 107.50 | 107.50 | 1,092.50 | 9.0 |
| BOAT REGISTRATION | 1,200.00 | 1,300.00 | 61.65 | 61.65 | 1,238.35 | 4.7 |
| BOAT & MTR SALES TAX | 1,000.00 | 1,000.00 | 50.86 | 50.86 | 949.14 | 5.1 |
| J P FINES & FEES | 61,000.00 | 68,000.00 | 5,198.21 | 5,198.21 | 62,801.79 | 7.6 |
| CONSTABLE FEES | 400.00 | 400.00 | 325.00 | 325.00 | 75.00 | 81.3 |
| JUVENILE PROBATION FEES | .00 | .00 | 693.53- | 693.53- | 693.53 | .0 |
| INTEREST | 36,000.00 | 58,000.00 | 2,459.92 | 2,459.92 | 55,540.08 | 4.2 |
| SALES TAX | 265,000.00 | 244,000.00 | 25,605.12 | 25,605.12 | 218,394.88 | 10.5 |
| MIXED BEVERAGE TAX | 1,000.00 | 1,000.00 | 161.38 | 161.38 | 838.62 | 16.1 |
| DUMPSTER FEES | .00 | .00 | 50.00 | 50.00 | 50.00- | .0 |
| OTHER INCOME | 42,886.89 | 7,500.00 | 2,608.91 | 2,608.91 | 4,891.09 | 34.8 |
| TAX SUITS | .00 | .00 | 2,773.08 | 2,773.08 | 2,773.08- | .0 |
| DEPUTY GRANT | .00 | 7,820.00 | 7,820.00 | 7,820.00 | .00 | 100.0 |
| 911 ADDRESSING | .00 | .00 | .00 | .00 | .00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .0 |
| ANIMAL SHELTER | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE TRIAL FEES | .00 | .00 | 3,871.12 | 3,871.12 | 3,871.12- | .0 |
| CO ATTY STATE FUNDS | 5,683.33 | .00 | .00 | .00 | .00 | .0 |
| TRANS. FR REC. MGMT #2 | 800.00 | 800.00 | .00 | .00 | 800.00 | .0 |
| ESTIMATED CARRYOVER | 200,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TOTAL - GENERAL FUND | 2,558,270.22 | 2,767,220.00 | 337,321.66 | 337,321.66 | 2,429,898.34 | 12.2 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - GENERAL FUND | | | | | | | |
| COUNTY/DISTRICT COURT | | | | | | | |
| COURT REPORTER | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| CO-JUROR EXPENSE | 2,000.00 | 2,000.00 | 6.00- | 6.00- | .00 | 2,006.00 | -.3 |
| DIST-JUROR EXPENSE | 4,000.00 | 4,000.00 | 282.00 | 282.00 | .00 | 3,718.00 | 7.1 |
| CO-TRIAL EXPENSE | 5,000.00 | 5,000.00 | 108.14 | 108.14 | .00 | 4,891.86 | 2.2 |
| DIST-TRIAL EXPENSE | 21,325.58 | 21,325.00 | 1,378.85 | 1,378.85 | .00 | 19,946.15 | 6.5 |
| TOTAL COUNTY COURT | 34,325.58 | 34,325.00 | 1,762.99 | 1,762.99 | .00 | 32,562.01 | 5.1 |
| 8TH DISTRICT COURT | | | | | | | |
| JUVENILE PROBATION | .00 | 5,800.00 | 483.33 | 483.33 | 483.33 | 4,833.34 | 16.7 |
| SECRETARY-COORDINATOR | 3,500.00 | 4,469.00 | 372.41 | 372.41 | 372.41 | 3,724.18 | 16.7 |
| OTHER EXPENSES | .00 | 1,242.00 | 103.50 | 103.50 | 103.50 | 1,035.00 | 16.7 |
| A/J BLDG. EXPENSES | .00 | 8,517.00 | 709.75 | 709.75 | 709.75 | 7,097.50 | 16.7 |
| TOTAL 8TH DIST COURT | 3,500.00 | 20,028.00 | 1,668.99 | 1,668.99 | 1,668.99 | 16,690.02 | 16.7 |
| 354TH DISTRICT COURT | | | | | | | |
| COURT REPORTER | 5,100.00 | 5,100.00 | 425.00 | 425.00 | 425.00 | 4,250.00 | 16.7 |
| JUROR EXPENSE | 1,900.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| TRIAL EXPENSE | 2,900.00 | 5,000.00 | .00 | .00 | 468.75 | 4,531.25 | 9.4 |
| SECRETARY-COORDINATOR | 2,100.00 | 2,100.00 | 175.00 | 175.00 | 175.00 | 1,750.00 | 16.7 |
| TOTAL 354TH DISTRICT COUR | 12,000.00 | 13,200.00 | 600.00 | 600.00 | 1,068.75 | 11,531.25 | 12.6 |
| NON-DEPARTMENTAL | | | | | | | |
| APPRAISAL DISTRICT | 111,805.00 | 110,665.00 | .00 | .00 | .00 | 110,665.00 | .0 |
| AUDIT | 8,750.00 | 8,750.00 | .00 | .00 | .00 | 8,750.00 | .0 |
| CAPITAL | 170,000.00 | 140,000.00 | 27,085.49 | 27,085.49 | .00 | 112,914.51 | 19.4 |
| BLDG. IMPROVEMENTS | 52,950.00 | 70,000.00 | .00 | .00 | .00 | 70,000.00 | .0 |
| DUES | 2,000.00 | 2,000.00 | 360.00 | 360.00 | .00 | 1,640.00 | 18.0 |
| PUBLICATIONS | 3,000.00 | 4,000.00 | 480.10 | 480.10 | .00 | 3,519.90 | 12.0 |
| INSURANCE | 60,759.00 | 68,000.00 | .00 | .00 | .00 | 68,000.00 | .0 |
| EMERGENCY RESERVE | 180,814.00 | 159,534.00 | 15,644.35 | 15,644.35 | 145.00 | 143,744.65 | 9.9 |
| POSTAGE & BOX RENT | 8,000.00 | 9,476.00 | 1,377.07 | 1,377.07 | .00 | 8,098.93 | 14.5 |
| TAX ATTORNEY | .00 | .00 | 2,685.43 | 2,685.43 | .00 | 2,685.43- | .0 |
| HISTORICAL COMMISSION | 2,500.00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | .0 |
| VETERAN AFFAIRS OFFICER | 2,800.00 | 2,800.00 | 419.95 | 419.95 | .00 | 2,380.05 | 15.0 |
| ECONOMIC DEVELOP. ADMIN. | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ECONOMIC GROWTH, INC. | 10,000.00 | .00 | .00 | .00 | .00 | .00 | .0 |
| STAR PROGRAM | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RE-DISTRICTING | .00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| ELECTRIC | 10,000.00 | 20,000.00 | 2,223.80 | 2,223.80 | .00 | 17,776.20 | 11.1 |
| GAS | 1,200.00 | 1,200.00 | 164.53 | 164.53 | .00 | 1,035.47 | 13.7 |
| WATER | 2,500.00 | 3,500.00 | 358.97 | 358.97 | .00 | 3,141.03 | 10.3 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TRIAL FEES TO STATE | .00 | .00 | 31.25 | 31.25 | .00 | 31.25- | .0 |
| TAX REFUND | .00 | .00 | 477.57 | 477.57 | .00 | 477.57- | .0 |
| 911 ADDRESSING | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| B&B BUILDING | .00 | 30,000.00 | 5,677.44 | 5,677.44 | 18.93 | 24,303.63 | 19.0 |
| PRISONER BOARDING | 30,000.00 | 55,000.00 | 7,488.00 | 7,488.00 | .00 | 47,512.00 | 13.6 |
| ANIMAL SHELTER | 21,000.00 | 42,000.00 | .00 | .00 | .00 | 42,000.00 | .0 |
| TRANSFER TO UNIT RD & BR | 101,600.00 | 150,000.00 | .00 | .00 | .00 | 150,000.00 | .0 |
| TRANSFER TO LIBRARY | 20,858.00 | 17,993.00 | .00 | .00 | .00 | 17,993.00 | .0 |
| COPIERS | 1,850.00 | 1,500.00 | 76.21 | 76.21 | .00 | 1,423.79 | 5.1 |
| SALARIES | 1,000,304.31 | 1,037,054.00 | 74,504.07 | 74,504.07 | .00 | 962,549.93 | 7.2 |
| SOCIAL SECURITY | 77,208.00 | 79,564.00 | 5,969.72 | 5,969.72 | .00 | 73,594.28 | 7.5 |
| RETIREMENT | 72,602.00 | 78,433.00 | 5,609.97 | 5,609.97 | .00 | 72,823.03 | 7.2 |
| WORKERS COMP. | 19,116.00 | 23,218.00 | .00 | .00 | .00 | 23,218.00 | .0 |
| FUTA | 6,236.00 | 6,203.00 | 1,742.89 | 1,742.89 | .00 | 4,460.11 | 28.1 |
| HEALTH INSURANCE | 203,739.00 | 245,760.00 | 16,407.00 | 16,407.00 | .00 | 229,353.00 | 6.7 |
| O/T SALARY-SHERIFF | 12,071.00 | 12,296.00 | 664.45 | 664.45 | .00 | 11,631.55 | 5.4 |
| TOTAL NON-DEPARTMENTAL | 2,196,662.31 | 2,389,446.00 | 169,448.26 | 169,448.26 | 163.93 | 2,219,833.81 | 7.1 |
| INDIGENT HEALTH CARE | | | | | | | |
| INDIGENT HEALTH EXPENSE | 65,000.00 | 60,300.00 | .00 | .00 | 1,164.18 | 59,135.82 | 1.9 |
| PRISONER HEALTH CARE | 9,000.00 | 6,286.00 | 416.60 | 416.60 | .00 | 5,869.40 | 6.6 |
| OFFICE SUPPLIES | 50.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| IHC SEMINAR EXPENSE | 600.00 | 600.00 | 340.40 | 340.40 | .00 | 259.60 | 56.7 |
| SOFTWARE MAINTENANCE | .00 | 800.00 | .00 | .00 | .00 | 800.00 | .0 |
| REDBOOK UPDATE | .00 | 900.00 | .00 | .00 | .00 | 900.00 | .0 |
| TOTAL INDIGENT HEALTH CAR | 74,650.00 | 69,086.00 | 757.00 | 757.00 | 1,164.18 | 67,164.82 | 2.8 |
| MAINTENANCE | | | | | | | |
| BLDG. MAINT | 5,000.00 | 7,500.00 | 672.36 | 672.36 | .00 | 6,827.64 | 9.0 |
| CUSTODIAL SUPPLIES | 3,500.00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| TOTAL MAINTENANCE | 8,500.00 | 12,500.00 | 672.36 | 672.36 | .00 | 11,827.64 | 5.4 |
| ELECTIONS | | | | | | | |
| ELECTION PERSONNEL | 4,000.00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| ELECTION EXPENSE | 3,500.00 | 2,500.00 | 200.36 | 200.36 | .00 | 2,299.64 | 8.0 |
| TOTAL ELECTIONS | 7,500.00 | 7,500.00 | 200.36 | 200.36 | .00 | 7,299.64 | 2.7 |
| COUNTY AGENT | | | | | | | |
| EQUIPMENT MAINTENANCE | 1,000.00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 86.95 | 86.95 | .00 | 1,113.05 | 7.3 |
| TELEPHONE | 1,000.00 | 1,000.00 | 80.48 | 80.48 | .00 | 919.52 | 8.1 |
| TRAVEL ALLOWANCE | 3,600.00 | 3,600.00 | 300.00 | 300.00 | 300.00 | 3,000.00 | 16.7 |
| ECONOMIST TRAVEL ALLOWANC | 2,400.00 | 2,400.00 | 200.00 | 200.00 | 200.00 | 2,000.00 | 16.7 |
| OFFICE EQUIPMENT | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TOTAL COUNTY AGENT | 10,200.00 | 9,200.00 | 667.43 | 667.43 | 500.00 | 8,032.57 | 12.7 |
| COUNTY ATTORNEY | | | | | | | |
| EQUIPMENT MAINT | 350.00 | 350.00 | .00 | .00 | .00 | 350.00 | .0 |
| DUES | 200.00 | 200.00 | .00 | .00 | 25.00 | 175.00 | 12.5 |
| BONDS | 150.00 | 150.00 | .00 | .00 | .00 | 150.00 | .0 |
| OFFICE SUPPLIES | 2,800.00 | 2,600.00 | 50.90 | 50.90 | .00 | 2,549.10 | 2.0 |
| TELEPHONE | 2,100.00 | 2,500.00 | 220.52 | 220.52 | 49.90 | 2,229.58 | 10.8 |
| SEMINAR EXPENSE | 3,500.00 | 3,500.00 | 500.81 | 500.81 | .00 | 2,999.19 | 14.3 |
| OFFICE EQUIPMENT | 3,400.00 | 2,000.00 | 94.72 | 94.72 | .00 | 1,905.28 | 4.7 |
| LAW LIBRARY | 3,675.00 | 3,600.00 | 20.00 | 20.00 | .00 | 3,580.00 | .6 |
| CO ATTY STATE FUNDS | 5,683.33 | .00 | 251.00 | 251.00 | .00 | 251.00- | .0 |
| TOTAL COUNTY ATTORNEY | 21,858.33 | 14,900.00 | 1,137.95 | 1,137.95 | 74.90 | 13,687.15 | 8.1 |
| CONSTABLE COUNTY-WIDE | | | | | | | |
| EQUIPMENT MAINT | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| BONDS | 93.00 | 93.00 | .00 | .00 | .00 | 93.00 | .0 |
| SEMINAR EXPENSES | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE EQUIPMENT | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| TOTAL CONSTABLE COUNTY-WI | 743.00 | 743.00 | .00 | .00 | .00 | 743.00 | .0 |
| COUNTY & DISTRICT CLERK | | | | | | | |
| EQUIPMENT MAINT | 6,300.00 | 6,300.00 | 1,892.85 | 1,892.85 | .00 | 4,407.15 | 30.1 |
| DUES | 75.00 | 75.00 | .00 | .00 | .00 | 75.00 | .0 |
| BONDS | 1,000.00 | 1,000.00 | 328.12 | 328.12 | .00 | 671.88 | 32.8 |
| OFFICE SUPPLIES | 7,000.00 | 7,000.00 | 1,651.52 | 1,651.52 | .00 | 5,348.48 | 23.6 |
| TELEPHONE | 1,500.00 | 1,500.00 | 116.93 | 116.93 | .00 | 1,383.07 | 7.8 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | .0 |
| OFFICE EQUIPMENT | 3,300.00 | 3,300.00 | 271.92 | 271.92 | .00 | 3,028.08 | 8.2 |
| COMPUTER | 2,700.00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY & DISTRICT C | 23,375.00 | 20,675.00 | 4,261.34 | 4,261.34 | .00 | 16,413.66 | 20.6 |
| COUNTY JUDGE | | | | | | | |
| EQUIPMENT MAINT | 1,000.00 | 600.00 | .00 | .00 | .00 | 600.00 | .0 |
| DUES | 140.00 | 140.00 | .00 | .00 | .00 | 140.00 | .0 |
| BONDS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,500.00 | 2,250.00 | 208.01 | 208.01 | .00 | 2,041.99 | 9.2 |
| TELEPHONE | 2,500.00 | 2,500.00 | 334.20 | 334.20 | .00 | 2,165.80 | 13.4 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| OFFICE EQUIPMENT | .00 | 750.00 | .00 | .00 | .00 | 750.00 | .0 |
| COMPUTER | 1,700.00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY JUDGE | 8,840.00 | 8,240.00 | 542.21 | 542.21 | .00 | 7,697.79 | 6.6 |
| COUNTY TREASURER | | | | | | | |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EQUIPMENT MAINT | 1,000.00 | 1,800.00 | 1,370.20 | 1,370.20 | .00 | 429.80 | 76.1 |
| DUES | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| BONDS | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 130.40 | 130.40 | .00 | 1,069.60 | 10.9 |
| TELEPHONE | 600.00 | 600.00 | 52.85 | 52.85 | .00 | 547.15 | 8.8 |
| SEMINAR EXPENSE | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| OFFICE EQUIPMENT | 150.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| COMPUTER | 2,500.00 | 2,500.00 | 1,800.00 | 1,800.00 | .00 | 700.00 | 72.0 |
| TOTAL COUNTY TREASURER | 6,050.00 | 6,950.00 | 3,353.45 | 3,353.45 | .00 | 3,596.55 | 48.3 |
| JUSTICE PEACE | | | | | | | |
| AUTOPSY EXPENSE | 5,145.00 | 7,000.00 | 1,050.00 | 1,050.00 | .00 | 5,950.00 | 15.0 |
| EQUIPMENT MAINT | 300.00 | 300.00 | 60.00 | 60.00 | 60.00 | 180.00 | 40.0 |
| DUES | 35.00 | 35.00 | .00 | .00 | .00 | 35.00 | .0 |
| BONDS | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| OFFICE SUPPLIES | 1,250.00 | 1,500.00 | 64.04 | 64.04 | .00 | 1,435.96 | 4.3 |
| TELEPHONE | 1,200.00 | 1,900.00 | 98.75 | 98.75 | .00 | 1,801.25 | 5.2 |
| SEMINAR EXPENSE | 150.00 | 150.00 | .00 | .00 | .00 | 150.00 | .0 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| INTERPRETERS | 300.00 | 500.00 | 30.00 | 30.00 | .00 | 470.00 | 6.0 |
| REPLACEMENT FOR JP | .00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TOTAL JUSTICE PEACE | 10,630.00 | 14,135.00 | 1,302.79 | 1,302.79 | 60.00 | 12,772.21 | 9.6 |
| REGISTRATION OFFICE | | | | | | | |
| EQUIPMENT MAINT | 1,000.00 | .00 | 110.00 | 110.00 | .00 | 110.00- | .0 |
| DUES | 100.00 | 100.00 | .00 | .00 | .00 | 100.00 | .0 |
| BONDS | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE SUPPLIES | 1,700.00 | 1,676.00 | .00 | .00 | .00 | 1,676.00 | .0 |
| TELEPHONE | 2,500.00 | 3,400.00 | 208.25 | 208.25 | .00 | 3,191.75 | 6.1 |
| SEMINAR EXPENSE | 300.00 | 300.00 | .00 | .00 | .00 | 300.00 | .0 |
| OFFICE EQUIPMENT | 1,000.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TOTAL REGISTRATION OFFICE | 6,800.00 | 6,176.00 | 318.25 | 318.25 | .00 | 5,857.75 | 5.2 |
| SHERIFF & JAIL | | | | | | | |
| BLDG. REPAIR & MAINT. | 11,000.00 | 11,000.00 | 794.60 | 794.60 | .00 | 10,205.40 | 7.2 |
| EQUIPMENT REPAIR & MAINT. | 6,000.00 | 6,000.00 | 1,681.78 | 1,681.78 | .00 | 4,318.22 | 28.0 |
| VEHICLE REPAIR & MAINT. | 9,000.00 | 9,000.00 | 466.72 | 466.72 | .00 | 8,533.28 | 5.2 |
| DUES | 350.00 | 350.00 | .00 | .00 | .00 | 350.00 | .0 |
| BONDS | 800.00 | 800.00 | .00 | .00 | 50.00 | 750.00 | 6.3 |
| OFFICE SUPPLIES | 5,000.00 | 5,000.00 | 925.58 | 925.58 | 232.91 | 3,841.51 | 23.2 |
| TELEPHONE | 7,500.00 | 7,500.00 | 1,125.68 | 1,125.68 | .00 | 6,374.32 | 15.0 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | 720.00 | 720.00 | 35.00 | 745.00 | 50.3 |
| ELECTRIC | 13,000.00 | 15,000.00 | 1,733.31 | 1,733.31 | .00 | 13,266.69 | 11.6 |
| GAS | 3,000.00 | 3,000.00 | 73.66 | 73.66 | .00 | 2,926.34 | 2.5 |
| WATER | 4,000.00 | 5,000.00 | 140.14 | 140.14 | .00 | 4,859.86 | 2.8 |
| EQUIPMENT | 4,000.00 | 5,000.00 | 941.93 | 941.93 | .00 | 4,058.07 | 18.8 |
| LAB - FORENSIC | 4,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| PRISONER SUPPLIES | 4,000.00 | 7,000.00 | 188.80 | 188.80 | 105.00 | 6,706.20 | 4.2 |
| PRISONER FOOD | 21,000.00 | 23,000.00 | 3,013.35 | 3,013.35 | 105.64 | 19,881.01 | 13.6 |
| PRISONER HEALTH | 850.00 | 850.00 | .00 | .00 | .00 | 850.00 | .0 |
| FUEL & OIL | 16,000.00 | 16,000.00 | 2,582.14 | 2,582.14 | .00 | 13,417.86 | 16.1 |
| TOTAL SHERIFF & JAIL | 111,000.00 | 118,000.00 | 14,387.69 | 14,387.69 | 528.55 | 103,083.76 | 12.6 |
| DEPARTMENT OF PUBLIC SAFETY | | | | | | | |
| OFFICE SUPPLIES | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| TELEPHONE | 1,500.00 | 1,500.00 | 134.88 | 134.88 | .00 | 1,365.12 | 9.0 |
| DPS RADAR | .00 | 3,395.00 | 3,359.00 | 3,359.00 | .00 | 36.00 | 98.9 |
| TOTAL DEPARTMENT OF PUBLI | 1,900.00 | 5,295.00 | 3,493.88 | 3,493.88 | .00 | 1,801.12 | 66.0 |
| PARKS & WILDLIFE | | | | | | | |
| OFFICE SUPPLIES | 400.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TELEPHONE | 1,750.00 | 1,750.00 | 42.74 | 42.74 | .00 | 1,707.26 | 2.4 |
| TOTAL PARKS & WILDLIFE | 2,150.00 | 2,250.00 | 42.74 | 42.74 | .00 | 2,207.26 | 1.9 |
| HEALTH & WELFARE | | | | | | | |
| CHILD PROTECTIVE SERVICE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| MHMR SERVICES | 4,166.00 | 5,026.00 | 418.83 | 418.83 | 418.83 | 4,188.34 | 16.7 |
| CHILD ADVOCACY | 2,745.00 | 2,745.00 | .00 | .00 | .00 | 2,745.00 | .0 |
| TOTAL HEALTH & WELFARE | 8,911.00 | 9,771.00 | 418.83 | 418.83 | 418.83 | 8,933.34 | 8.6 |
| ENVIRONMENTAL ENFORCEMENT | | | | | | | |
| OTHER | .00 | 733.00 | 61.75 | 61.75 | .00 | 671.25 | 8.4 |
| SUPPLIES | .00 | 1,667.00 | .00 | .00 | .00 | 1,667.00 | .0 |
| FUEL | .00 | 2,400.00 | 34.92 | 34.92 | .00 | 2,365.08 | 1.5 |
| TOTAL ENVIRONMENTAL | .00 | 4,800.00 | 96.67 | 96.67 | .00 | 4,703.33 | 2.0 |
| TOTAL - GENERAL FUND | 2,549,595.22 | 2,767,220.00 | 205,133.19 | 205,133.19 | 5,648.13 | 2,556,438.68 | 7.6 |

BALANCE SHEET - RECORDS MGMT PRESERVATION #2
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - RECORDS MGMT PRESERVATION #2 | | 11,166.62 |
| TOTAL CURRENT ASSETS | | 11,166.62 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 234.43- | |
| TOTAL OTHER ASSETS | | 234.43- |
| TOTAL ASSETS | | 10,932.19 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 10,932.19 | |
| TOTAL FUND BALANCE | | 10,932.19 |
| TOTAL LIABILITIES & FUND BAL. | | 10,932.19 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RECORDS MGMT PRESERVATION #2 | | | | | | |
| CLERK FEES | .00 | .00 | 225.00 | 225.00 | 225.00- | .0 |
| INTEREST | .00 | .00 | 9.43 | 9.43 | 9.43- | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | 234.43 | 234.43 | 234.43- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

VOL. 0034 PAGE 097

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RECORDS MGMT PRESERVATION #2 | | | | | | | |
| RECORDS MANAGEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - HOTEL/MOTEL TAX
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HOTEL/MOTEL TAX | | 8,034.23 |
| TOTAL CURRENT ASSETS | | 8,034.23 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 829.93- | |
| TOTAL OTHER ASSETS | | 829.93- |
| TOTAL ASSETS | | 7,204.30 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 1,650.00- | |
| TOTAL OTHER LIABILITIES | | 1,650.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,854.30 | |
| TOTAL FUND BALANCE | | 8,854.30 |
| TOTAL LIABILITIES & FUND BAL. | | 7,204.30 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



VOL 0034 PAGE 099

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOTEL/MOTEL TAX | | | | | | |
| INTEREST | .00 | .00 | 7.77 | 7.77 | 7.77- | .0 |
| TAXES | .00 | .00 | 822.16 | 822.16 | 822.16- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 829.93 | 829.93 | 829.93- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOTEL/MOTEL TAX | | | | | | | |
| HOTEL/MOTEL TAX | .00 | .00 | 1,650.00 | 1,650.00 | .00 | 1,650.00- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 1,650.00 | 1,650.00 | .00 | 1,650.00- | .0 |

BALANCE SHEET - COURTHOUSE SECURITY FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - COURTHOUSE SECURITY FUND | | 38,544.74 |
| TOTAL CURRENT ASSETS | | 38,544.74 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 551.06- | |
| TOTAL OTHER ASSETS | | 551.06- |
| TOTAL ASSETS | | 37,993.68 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 515.00- | |
| TOTAL OTHER LIABILITIES | | 515.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 38,508.68 | |
| TOTAL FUND BALANCE | | 38,508.68 |
| TOTAL LIABILITIES & FUND BAL. | | 37,993.68 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COURTHOUSE SECURITY FUND | | | | | | |
| CLERK FEES | .00 | .00 | 313.00 | 313.00 | 313.00- | .0 |
| J P FEES | .00 | .00 | 197.04 | 197.04 | 197.04- | .0 |
| INTEREST | .00 | .00 | 41.02 | 41.02 | 41.02- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 551.06 | 551.06 | 551.06- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COURTHOUSE SECURITY FUND | | | | | | | |
| BAILIFF EXPENSE | .00 | .00 | 515.00 | 515.00 | 385.00 | 900.00- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 515.00 | 515.00 | 385.00 | 900.00- | .0 |

RAINS COUNTY
BALANCE SHEET - LAW ENFORCEMENT TRAINING
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW ENFORCEMENT TRAINING | | 7,673.89 |
| TOTAL CURRENT ASSETS | | 7,673.89 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 7,673.89 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 20.00- | |
| TOTAL OTHER LIABILITIES | | 20.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7,693.89 | |
| TOTAL FUND BALANCE | | 7,693.89 |
| TOTAL LIABILITIES & FUND BAL. | | 7,673.89 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW ENFORCEMENT TRAINING | | | | | | |
| STATE COMPT-SHERIFF | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE COMPT-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW ENFORCEMENT TRAINING | | | | | | | |
| TRAINING-SHERIFF | .00 | .00 | 20.00 | 20.00 | .00 | 20.00- | .0 |
| TRAINING-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | 20.00 | 20.00 | .00 | 20.00- | .0 |

BALANCE SHEET - COMMUNITY SERVICE-JUVENILE
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - COMMUNITY SERVICE-JUVENILE | | 46.14 |
| TOTAL CURRENT ASSETS | | 46.14 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 46.14 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | .02 |
| TOTAL CURRENT LIABILITIES | | .02 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 46.12 | |
| TOTAL FUND BALANCE | | 46.12 |
| TOTAL LIABILITIES & FUND BAL. | | 46.14 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COMMUNITY SERVICE-JUVENILE | | | | | | |
| COMMUNITY SERVICE FINES | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COMMUNITY SERVICE-JUVENILE | | | | | | | |
| SALARY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| SOCIAL SECURITY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RETIREMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - JUSTICE CT TECHNOLOGY FD
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JUSTICE CT TECHNOLOGY FD | | 262.72 |
| TOTAL CURRENT ASSETS | | 262.72 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 262.72- | |
| TOTAL OTHER ASSETS | | 262.72- |
| TOTAL ASSETS | | .00 |

LIABILITIES AND FUND BALANCE

| | |
|---|---|
| CURRENT LIABILITIES | |
| TOTAL CURRENT LIABILITIES | .00 |
| OTHER LIABILITIES | |
| TOTAL OTHER LIABILITIES | .00 |
| FUND BALANCE | |
| TOTAL FUND BALANCE | .00 |
| TOTAL LIABILITIES & FUND BAL. | .00 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JUSTICE CT TECHNOLOGY FD | | | | | | |
| J P FEES | .00 | .00 | 262.72 | 262.72 | 262.72- | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | 262.72 | 262.72 | 262.72- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JUSTICE CT TECHNOLOGY FD | | | | | | | |
| J P COURT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - UNIT ROAD & BRIDGE
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - UNIT ROAD & BRIDGE | | 352,904.86 |
| TOTAL CURRENT ASSETS | | 352,904.86 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 824,899.00 | |
| LESS: REVENUES RECEIVED | 45,524.48- | |
| TOTAL OTHER ASSETS | | 779,374.52 |
| TOTAL ASSETS | | 1,132,279.38 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 824,899.00 | |
| LESS: EXPENDITURES | 61,764.17- | |
| TOTAL OTHER LIABILITIES | | 763,134.83 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 369,144.55 | |
| TOTAL FUND BALANCE | | 369,144.55 |
| TOTAL LIABILITIES & FUND BAL. | | 1,132,279.38 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - UNIT ROAD & BRIDGE | | | | | | |
| OTHER INCOME | .00 | .00 | 3,498.17 | 3,498.17 | 3,498.17- | .0 |
| VEHICLE REGISTRATION | .00 | 325,631.00 | 21,701.65 | 21,701.65 | 303,929.35 | 6.7 |
| ROAD & BRIDGE FEE | .00 | 87,268.00 | 8,031.60 | 8,031.60 | 79,236.40 | 9.2 |
| STATE LATERAL FUND | .00 | 12,000.00 | 12,293.06 | 12,293.06 | 293.06- | 102.4 |
| R&B MATERIALS (SPECIAL) | .00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TRANSFER FR GENERAL | .00 | 150,000.00 | .00 | .00 | 150,000.00 | .0 |
| TOTAL - UNIT ROAD & BRIDG | .00 | 824,899.00 | 45,524.48 | 45,524.48 | 779,374.52 | 5.5 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - UNIT ROAD & BRIDGE | | | | | | | |
| EQUIPMENT MAINT. | .00 | 40,000.00 | 1,940.68 | 1,940.68 | .00 | 38,059.32 | 4.9 |
| TELEPHONE | .00 | 3,000.00 | 193.31 | 193.31 | .00 | 2,806.69 | 6.4 |
| SEMINAR EXPENSE | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| ELECTRIC | .00 | 4,200.00 | 335.30 | 335.30 | .00 | 3,864.70 | 8.0 |
| WATER | .00 | 800.00 | 63.02 | 63.02 | .00 | 736.98 | 7.9 |
| FUEL & OIL | .00 | 36,000.00 | 2,774.40 | 2,774.40 | .00 | 33,225.60 | 7.7 |
| BRIDGE MATERIAL | .00 | 35,000.00 | 1,082.00 | 1,082.00 | .00 | 33,918.00 | 3.1 |
| CULVERTS | .00 | 19,000.00 | 384.00 | 384.00 | .00 | 18,616.00 | 2.0 |
| ROAD MATERIAL | .00 | 372,937.00 | 54,669.44 | 54,669.44 | 55,381.16 | 262,886.40 | 29.5 |
| LATERAL EXPENSE | .00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | .0 |
| TOOLS & SUPPLIES | .00 | 12,000.00 | 322.02 | 322.02 | .00 | 11,677.98 | 2.7 |
| BUILDING & MAINT. | .00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| R&B MATERIALS(SPECIAL) | .00 | 250,000.00 | .00 | .00 | .00 | 250,000.00 | .0 |
| SALARY-UNIT RD ADMIN. | .00 | 26,000.00 | .00 | .00 | .00 | 26,000.00 | .0 |
| SOCIAL SECURITY | .00 | 1,989.00 | .00 | .00 | .00 | 1,989.00 | .0 |
| RETIREMENT | .00 | 2,007.00 | .00 | .00 | .00 | 2,007.00 | .0 |
| WORKERS COMP | .00 | 648.00 | .00 | .00 | .00 | 648.00 | .0 |
| FUTA | .00 | 198.00 | .00 | .00 | .00 | 198.00 | .0 |
| HEALTH INSURANCE | .00 | 5,120.00 | .00 | .00 | .00 | 5,120.00 | .0 |
| TOTAL - UNIT ROAD & BRIDG | .00 | 824,899.00 | 61,764.17 | 61,764.17 | 55,381.16 | 707,753.67 | 14.2 |

BALANCE SHEET - RIGHT OF WAY
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 92,572.54 |
| TOTAL CURRENT ASSETS | | 92,572.54 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 268.11- | |
| TOTAL OTHER ASSETS | | 268.11- |
| TOTAL ASSETS | | 92,304.43 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 92,304.43 | |
| TOTAL FUND BALANCE | | 92,304.43 |
| TOTAL LIABILITIES & FUND BAL. | | 92,304.43 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RIGHT OF WAY | | | | | | |
| INTEREST | .00 | .00 | 268.11 | 268.11 | 268.11- | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | 268.11 | 268.11 | 268.11- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RIGHT OF WAY | | | | | | | |
| RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - I & S FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - I & S FUND | | 17,338.10 |
| TOTAL CURRENT ASSETS | | 17,338.10 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 126,430.00 | |
| LESS: REVENUES RECEIVED | 17,338.10- | |
| TOTAL OTHER ASSETS | | 109,091.90 |
| TOTAL ASSETS | | 126,430.00 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 126,430.00 | |
| TOTAL OTHER LIABILITIES | | 126,430.00 |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 126,430.00 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - I & S FUND | | | | | | |
| AD VALOREM TAX | .00 | 126,430.00 | 17,325.94 | 17,325.94 | 109,104.06 | 13.7 |
| INTEREST | .00 | .00 | 12.16 | 12.16 | 12.16- | .0 |
| TOTAL - I & S FUND | .00 | 126,430.00 | 17,338.10 | 17,338.10 | 109,091.90 | 13.7 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - I & S FUND | | | | | | | |
| COURTHOUSE ANNEX | .00 | 63,630.00 | .00 | .00 | .00 | 63,630.00 | .0 |
| JAIL EXPANSION | .00 | 62,800.00 | .00 | .00 | .00 | 62,800.00 | .0 |
| TOTAL - I & S FUND | .00 | 126,430.00 | .00 | .00 | .00 | 126,430.00 | .0 |

RAINS COUNTY
BALANCE SHEET - PERM. SCHOOL FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 1,889,861.39 |
| TOTAL CURRENT ASSETS | | 1,889,861.39 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 243,621.23- | |
| TOTAL OTHER ASSETS | | 243,621.23- |
| TOTAL ASSETS | | 1,646,240.16 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 1,646,240.16 | |
| TOTAL FUND BALANCE | | 1,646,240.16 |
| TOTAL LIABILITIES & FUND BAL. | | 1,646,240.16 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

VOL 0034 PAGE 123

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PERM. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 5,236.32 | 5,236.32 | 5,236.32- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| OIL ROYALTY | .00 | .00 | 8,598.96 | 8,598.96 | 8,598.96- | .0 |
| BOND MATURITY | .00 | .00 | 229,785.95 | 229,785.95 | 229,785.95- | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | 243,621.23 | 243,621.23 | 243,621.23- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

VOL 0034 PAGE 124

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PERM. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| PERMANENT IMPROVEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - AVAIL. SCHOOL FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 467,739.09 |
| TOTAL CURRENT ASSETS | | 467,739.09 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 29,059.00- | |
| TOTAL OTHER ASSETS | | 29,059.00- |
| TOTAL ASSETS | | 438,680.09 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 438,680.09 | |
| TOTAL FUND BALANCE | | 438,680.09 |
| TOTAL LIABILITIES & FUND BAL. | | 438,680.09 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - AVAIL. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 25,957.00 | 25,957.00 | 25,957.00- | .0 |
| OTHER INCOME | .00 | .00 | 3,102.00 | 3,102.00 | 3,102.00- | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | 29,059.00 | 29,059.00 | 29,059.00- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - AVAIL. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TAXES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - ALBA-GOLDEN ISD PERM.
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 7.50 |
| TOTAL CURRENT ASSETS | | 7.50 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 7.50 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7.50 | |
| TOTAL FUND BALANCE | | 7.50 |
| TOTAL LIABILITIES & FUND BAL. | | 7.50 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - ALBA-GOLDEN ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .0 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - ALBA-GOLDEN ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - MILLER GROVE ISD PERM.
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 16.69 |
| TOTAL CURRENT ASSETS | | 16.69 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 16.69 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 16.69 | |
| TOTAL FUND BALANCE | | 16.69 |
| TOTAL LIABILITIES & FUND BAL. | | 16.69 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - MILLER GROVE ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - MILLER GROVE ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - LONE OAK ISD PERM.
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 574.53 |
| TOTAL CURRENT ASSETS | | 574.53 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | .03 | |
| TOTAL OTHER ASSETS | | .03 |
| TOTAL ASSETS | | 574.56 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 574.56 | |
| TOTAL FUND BALANCE | | 574.56 |
| TOTAL LIABILITIES & FUND BAL. | | 574.56 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| LONE OAK ISD PERM. SCH. | | | | | | |
| INTEREST | .00 | .00 | .03- | .03- | .03 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| LONE OAK ISD PERM. SCH. | .00 | .00 | .03- | .03- | .03 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LONE OAK ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LONE OAK ISD PERM | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - CHECK COLL. & PR. FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - CHECK COLL. & PR. FUND | | 11,138.38 |
| TOTAL CURRENT ASSETS | | 11,138.38 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 9.45- | |
| TOTAL OTHER ASSETS | | 9.45- |
| TOTAL ASSETS | | 11,128.93 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 11,128.93 | |
| TOTAL FUND BALANCE | | 11,128.93 |
| TOTAL LIABILITIES & FUND BAL. | | 11,128.93 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - CHECK COLL. & PR. FUND | | | | | | |
| INTEREST | .00 | .00 | 9.45 | 9.45 | 9.45- | .0 |
| COUNTY ATTORNEY SECRETARY | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | 9.45 | 9.45 | 9.45- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - CHECK COLL. & PR. FUND | | | | | | | |
| SEMINAR EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| CO ATTY OFFICE EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

11/07/01

RAINS COUNTY
BALANCE SHEET - PUBLIC LIBRARY
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - PUBLIC LIBRARY | | 23,834.78 |
| TOTAL CURRENT ASSETS | | 23,834.78 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 17,993.00 | |
| TOTAL OTHER ASSETS | | 17,993.00 |
| TOTAL ASSETS | | 41,827.78 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 17,993.00 | |
| LESS: EXPENDITURES | 920.96- | |
| TOTAL OTHER LIABILITIES | | 17,072.04 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 24,755.74 | |
| TOTAL FUND BALANCE | | 24,755.74 |
| TOTAL LIABILITIES & FUND BAL. | | 41,827.78 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PUBLIC LIBRARY | | | | | | |
| TRANSFER FR GEN. FUND | 20,858.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 20,858.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PUBLIC LIBRARY | | | | | | | |
| BUILDING MAINT | 1,100.00 | 2,028.27 | 79.95 | 79.95 | .00 | 1,948.32 | 3.9 |
| EQUIPMENT MAINT | 1,000.00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | .0 |
| MISCELLANEOUS | 300.00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,400.00 | 1,800.00 | .00 | .00 | .00 | 1,800.00 | .0 |
| POSTAGE | 175.00 | 175.00 | .00 | .00 | .00 | 175.00 | .0 |
| TELEPHONE | 1,400.00 | 1,800.00 | 68.84 | 68.84 | .00 | 1,731.16 | 3.8 |
| TRAVEL | 1,050.00 | 1,100.00 | .00 | .00 | .00 | 1,100.00 | .0 |
| UTILITIES | 5,000.00 | 6,500.00 | 631.81 | 631.81 | .00 | 5,868.19 | 9.7 |
| LIBRARY MATERIAL | 3,030.00 | 2,000.00 | 140.36 | 140.36 | .00 | 1,859.64 | 7.0 |
| TX BOOK FESTIVAL GRANT | 880.00 | 573.73 | .00 | .00 | .00 | 573.73 | .0 |
| GATES GRANT | 5,523.00 | 816.00 | .00 | .00 | .00 | 816.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 20,858.00 | 17,993.00 | 920.96 | 920.96 | .00 | 17,072.04 | 5.1 |

RAINS COUNTY
BALANCE SHEET - LIBRARY CAPITAL
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LIBRARY CAPITAL | | 35,018.03 |
| TOTAL CURRENT ASSETS | | 35,018.03 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,037.65- | |
| TOTAL OTHER ASSETS | | 2,037.65- |
| TOTAL ASSETS | | 32,980.38 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 3,500.00- | |
| TOTAL OTHER LIABILITIES | | 3,500.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 36,480.38 | |
| TOTAL FUND BALANCE | | 36,480.38 |
| TOTAL LIABILITIES & FUND BAL. | | 32,980.38 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LIBRARY CAPITAL | | | | | | |
| INTEREST | .00 | .00 | 37.65 | 37.65 | 37.65- | .0 |
| PETTY CASH | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | 2,000.00 | 2,000.00 | 2,000.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | 2,037.65 | 2,037.65 | 2,037.65- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LIBRARY CAPITAL | | | | | | | |
| CAPITAL | .00 | .00 | 3,500.00 | 3,500.00 | .00 | 3,500.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | 3,500.00 | 3,500.00 | .00 | 3,500.00- | .0 |

RAINS COUNTY
BALANCE SHEET - HIST. COMMISSION FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HIST. COMMISSION FUND | | 398.57 |
| TOTAL CURRENT ASSETS | | 398.57 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 398.57 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 398.57 | |
| TOTAL FUND BALANCE | | 398.57 |
| TOTAL LIABILITIES & FUND BAL. | | 398.57 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HIST. COMMISSION FUND | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HIST. COMMISSION FUND | | | | | | | |
| OFFICE SUPPLIES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| EQUIPMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| HISTORICAL MARKERS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - LAW LIBRARY FUND
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW LIBRARY FUND | | 8,679.93 |
| TOTAL CURRENT ASSETS | | 8,679.93 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 307.65- | |
| TOTAL OTHER ASSETS | | 307.65- |
| TOTAL ASSETS | | 8,372.28 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 386.00- | |
| TOTAL OTHER LIABILITIES | | 386.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,758.28 | |
| TOTAL FUND BALANCE | | 8,758.28 |
| TOTAL LIABILITIES & FUND BAL. | | 8,372.28 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001



VOL 0033 PAGE 150

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW LIBRARY FUND | | | | | | |
| CLERK FEES | .00 | .00 | 300.00 | 300.00 | 300.00- | .0 |
| INTEREST | .00 | .00 | 7.65 | 7.65 | 7.65- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 307.65 | 307.65 | 307.65- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001

VOL 0034 PAGE 151

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW LIBRARY FUND | | | | | | | |
| LAW LIBRARY | .00 | .00 | 386.00 | 386.00 | .00 | 386.00- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 386.00 | 386.00 | .00 | 386.00- | .0 |

RAINS COUNTY
BALANCE SHEET - TDHCA GRANTS
OCTOBER 31, 2001

ASSETS

| | |
|---|---|
| CURRENT ASSETS | |
| TOTAL CURRENT ASSETS | .00 |
| OTHER ASSETS | |
| TOTAL OTHER ASSETS | .00 |
| TOTAL ASSETS | .00 |

LIABILITIES AND FUND BALANCE

| | |
|---|---|
| CURRENT LIABILITIES | |
| TOTAL CURRENT LIABILITIES | .00 |
| OTHER LIABILITIES | |
| TOTAL OTHER LIABILITIES | .00 |
| FUND BALANCE | |
| TOTAL FUND BALANCE | .00 |
| TOTAL LIABILITIES & FUND BAL. | .00 |

Monthly Financial Statement of Revenues
For the Month Ending: OCTOBER 31, 2001

VOL 0034 PAGE 153

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - TDHCA GRANTS | | | | | | |
| WATER & HOUSING GRANT | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



VOL 0034 PAGE 154

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - TDHCA GRANTS | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| WATER & HOUSING IMPROVEME | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

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BALANCE SHEET - HOUSING REHAB GRANT
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| TOTAL CURRENT ASSETS | | .00 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 236,000.00- | |
| TOTAL OTHER ASSETS | | 236,000.00- |
| TOTAL ASSETS | | 236,000.00- |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 236,000.00- | |
| TOTAL OTHER LIABILITIES | | 236,000.00- |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 236,000.00- |

VOL 0034 PAGE 156

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOUSING REHAB GRANT | | | | | | |
| HOUSING GRANT | .00 | .00 | 236,000.00 | 236,000.00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | 236,000.00 | 236,000.00 | 236,000.00- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOUSING REHAB GRANT | | | | | | | |
| HOUSING GRANT | .00 | .00 | 236,000.00 | 236,000.00 | .00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | 236,000.00 | 236,000.00 | .00 | 236,000.00- | .0 |

RAINS COUNTY
BALANCE SHEET - B & B CONSTRUCTION
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - B & B CONSTRUCTION | | 30,944.22 |
| TOTAL CURRENT ASSETS | | 30,944.22 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 61.64- | |
| TOTAL OTHER ASSETS | | 61.64- |
| TOTAL ASSETS | | 30,882.58 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 9,859.00- | |
| TOTAL OTHER LIABILITIES | | 9,859.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 40,741.58 | |
| TOTAL FUND BALANCE | | 40,741.58 |
| TOTAL LIABILITIES & FUND BAL. | | 30,882.58 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - B & B CONSTRUCTION | | | | | | |
| INTEREST | .00 | .00 | 61.64 | 61.64 | 61.64- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | 61.64 | 61.64 | 61.64- | .0 |

VOL 0034 PAGE 160

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - B & B CONSTRUCTION | | | | | | | |
| CONSTRUCTION | .00 | .00 | 9,859.00 | 9,859.00 | .00 | 9,859.00- | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | 9,859.00 | 9,859.00 | .00 | 9,859.00- | .0 |

RAINS COUNTY
BALANCE SHEET - JAIL EXPANSION
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JAIL EXPANSION | | 449,378.47 |
| TOTAL CURRENT ASSETS | | 449,378.47 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 1,301.51- | |
| TOTAL OTHER ASSETS | | 1,301.51- |
| TOTAL ASSETS | | 448,076.96 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 448,076.96 | |
| TOTAL FUND BALANCE | | 448,076.96 |
| TOTAL LIABILITIES & FUND BAL. | | 448,076.96 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JAIL EXPANSION | | | | | | |
| INTEREST | .00 | .00 | 1,301.51 | 1,301.51 | 1,301.51- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | 1,301.51 | 1,301.51 | 1,301.51- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: OCTOBER 31, 2001



VOL 0034 PAGE 163

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JAIL EXPANSION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - CONSOLIDATED FUNDS
OCTOBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 1,471,387.05 |
| INVESTED CASH | | 2,450,771.74 |
| TOTAL CURRENT ASSETS | | 3,922,158.79 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 3,736,542.00 | |
| LESS: REVENUES RECEIVED | 914,728.59- | |
| TOTAL OTHER ASSETS | | 2,821,813.41 |
| TOTAL ASSETS | | 6,743,972.20 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 75.52- |
| PAYROLL INSURANCE PAYABLE | | 6,787.82- |
| TOTAL CURRENT LIABILITIES | | 6,863.34- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 3,736,542.00 | |
| LESS: EXPENDITURES | 519,748.32- | |
| TOTAL OTHER LIABILITIES | | 3,216,793.68 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 3,534,041.86 | |
| TOTAL FUND BALANCE | | 3,534,041.86 |
| TOTAL LIABILITIES & FUND BAL. | | 6,743,972.20 |

Signed this 14th day of Nov, 2001.

Robert M. Sisk, County Judge

Virgil McEnturff, Commissioner, Pct. 1

Evelyn Malone, Commissioner, Pct. 2

Gary Bishop, Commissioner, Pct. 3

Rayford Briggs, Commissioner, Pct. 4

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**Rita K. Liptz**
*6908 Carmichael Avenue*
*Bethesda, MD 20817*

**301 229-5061**
**rklemu@juno.com**

**cell 240.305.6496**

November 6, 2001

Mr. Avis Jones
Rains County Road and Bridge Administrator
P. O. Box 158
Emory, TX 75440

Dear Mr. Avis:

I am writing to you on behalf of Ann Gore, David Glaze, Mr. And Mrs. Robert Klein, and myself, who are required to use Rains County Road 2425 (RCR 2425) for the purposes of ingress and egress to the property we own located in the George A. Boss Survey.

Ingress and egress to our property is partially blocked due to a fence that was improperly erected close to the edge of the road by Jody Hill, another property owner along RCR 2425. This fence makes it impossible for trucks, school busses, horse trailers or emergency vehicles of any kind to use the road for access to our property. Jody Hill has been asked to remove the fence, but he has failed and refused to do so. We have further attempted to resolve this issue in an amicable fashion with your office, which resulted in an agreement by Mr. Hill to remove the fence, but he failed to do so.

This situation must be rectified immediately, since it causes a clear and present danger to our property, denying access of emergency vehicles. In addition, it has precluded us from accessing our property with trucks that we own, drive, or hire, without great difficulty. If you do not immediately require Mr. Hill to remove the fence, we will have no other choice but to avail ourselves of every legal remedy at our disposal both against Mr. Hill and the Rains County Government for negligence in the performance of their duties.

I trust that this will not be necessary.

Sincerely,

Rita Liptz

Cc: Ann Gore
David B. Glaze
Mr. And Mrs. Robert Klein

Honorable Judge Robert Sisk
Commissioner Evelyn Malone, Precinct II

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**Steed & Associates Insurance**
**2608 Eastland St.**
**Suite 101**
**Greenville, Texas 75402**
**903-455-0722**
**Fax 903-454-3608**
**1-800-945-039**

November 14, 2001

TO WHOM IT MAY CONCERN:

This letter is to certify that a Maintenance Bond in the amount of $30,000.00 has been issued and is being mailed to my office on this day of November 14, 2001 in favor of the County Judge of Rains County Texas The Maintenance Bond is for the road constructed in the Hillside Sub-division owned by Bobby J. Adams and Michale Heine.

A Faxed copy will be available in my office by 4 P.M. today and the original will be available on Friday November 16, 2001.

R. Glen Steed

11/14/01

ROSS CONSTRUCTION
2790 R.C.R. 1325
EMORY TEXAS 75440
(903) 598-2058

DATE:

PROPOSAL SUBMITTED TO / WORK TO BE PERFORMED AT

| | | |
|---|---|---|
| NAME: COUNTY OF RAINS | / STREET: | |
| STREET: | / CITY: | STATE: |
| CITY: EMORY | / DATE OF PLANS: | |
| STATE: TEXAS | | |
| TELEPHONE # | FAX # | |

WE HEREBY PROPOSE TO FURNISH ALL THE MATERIAL AND PERFORM ALL THE LABOR FOR THE COMPLETION OF A 10'X 24'X8' STEEL BUILDING. THERE WILL BE 4-4" SQUARE TUBING SET INTO GROUND AND A 6" CEMENT SLAB POURED. A 4" SQUARE TUB TRUSS WILL BE ADDED TO EACH STATION. A 4" C-PURLIN WIL BE INSTALLED TO FORM A FRAME. A VINYL BACKED INSULATION WILL BE INSTALLED OVER A WIRE RETAINER. A WHITE BAKED ENAMEL R-PANEL WILL BE SCREWED TO PURLIN. A 30-70 STEEL DOOR WILL BE INSTALLED. ALL STEEL WILL BE PRIMED BEFORE INSULATION. ALL STEEL WILL BE WELDED. CEMENT WILL BE FIVE SACK 4" SLUMP WITH 3/8" REBAR ON 12" CENTERS WITH A 100% TIE.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workman like manner for the sum of ($4,200.00) with payments as follows:

½ DRAW UPON ARRIVAL OF MATERIAL----$2,100.00
½ DRAW UPON COMPLETION OF JOB ---- $2,100.00

Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra cost over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's compensation or insurance of likeness on above work to be taken out by Russell Ross Construction.

Respectfully Submitted: Russell L. Ross

ACCEPTENCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are herby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Accepted Date:
Signature:

RECEIVED
SEP 12 2001

**TO:** **BOB SISK, JUDGE**
**RAINS COUNTY**

**FROM:** **LINDA NORELL, CHIEF APPRAISER**

**SUBJECT:** **VOTING ENTITLEMENT FOR BOARD OF DIRECTORS SELECTION 2002-2003**

**NO. OF VOTES:** **1570**

**DATE:** **SEPTEMBER 11, 2001**

Per Section 6.03 of the Texas Property Tax Code, attached is the calculation of the voting entitlement for the Rains County Appraisal District board of directors.

Each taxing unit other than a conservation and reclamation district that is entitled to vote may nominate by resolution adopted by it's governing body one candidate for each position to be filled on the board of directors. The presiding officer of the governing body of the unit shall submit the names of the unit's nominees to the chief appraiser before October 15, 2001. Section 6.03 (g)

The appraisal district is governed by a board of five directors. Eligibility requirements are attached. Members of the board of directors serve two year terms beginning on January 1, of even numbered years. Sec. 6.03 (b)

Members of the board of directors are appointed by vote of the governing bodies of the incorporated cities and towns, the school districts, and if entitled to vote, the conservation and reclamation districts that participate in the district and of the county. A governing body may cast all its votes for one candidate or distribute them among candidates for any number of directorships. Sec. 6.03 (c)

Before October 30, the chief appraiser shall prepare a ballot listing the candidates alphabetically according to the first letter in each candidates surname and shall deliver a copy of the ballot to the presiding officer of the governing body of each taxing unit that is entitled to vote. Sec. 6.03 (j)

The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before November 15. The chief appraiser shall count the votes, declare the five candidates who receive the largest cumulative vote totals elected, and submit the results before December 1, to the governing body of each taxing unit in the district and to the candidates. Sec. 6.03 (k)

Please sign and date one copy of the voting entitlement and return it to the appraisal district office.

If you would like a complete copy of Sec. 6.03 of the property tax code or have any questions, please don't hesitate to contact us.

The Comptroller's Property Tax Division is also available to answer any questions you might have at 1-800-252-9121.

Sincerely,

Linda Norell

Linda Norell, RPA
Chief Appraiser

LN:ct

## ELIGIBILITY REQUIREMENTS FOR BOARD OF DIRECTORS

(1) To be eligible to serve on the board, a person must have resided in the district for at least two years immediately preceding the date of taking office January 1, 2002.

(2) An employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district. Sec. 6.03 (a)

(3) A person may not serve if related to an employee of the Appraisal District within the second degree of affinity (marriage) or within the third degree of consanguinity (blood). Unless the employee resigns. Sec. 6.05 & Art. 5996a Tex. Rev. Civ. Stat.

(4) A person may not serve if they have substantial interest in a business that contracts with the appraisal district.

(5) A person may not be appointed if related within the second degree of consanguinity or affinity to an appraiser who appraises property for use in the appraisal district's appraisal review board proceeding or a tax representative who represents taxpayers for compensation before the appraisal district's appraisal review board.

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VOTING ENTITLEMENT FOR SELECTION OF RAINS CAD BOARD OF DIRECTORS 2002-2003 TERM

| | 2000 Levy | divided by | Total Levy | = | % of total Levy | X | 1000 | = | | Rounded | X | # of Directors | = | Voting Entitlement |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Rains ISD | $3,581,595.26 | / | $5,444,162.06 | = | 65.78781% | X | 1000 | = | 657.88 | 658 | X | 5 | = | 3290 |
| Rains County | $1,709,298.19 | / | $5,444,162.06 | = | 31.39690% | X | 1000 | = | 313.97 | 314 | X | 5 | = | 1570 |
| City of East Tawakon | $49,976.80 | / | $5,444,162.06 | = | 0.91799% | X | 1000 | = | 9.18 | 9 | X | 5 | = | 45 |
| City of Point | $25,492.92 | / | $5,444,162.06 | = | 0.46826% | X | 1000 | = | 4.68 | 5 | X | 5 | = | 25 |
| City of Emory | $64,741.01 | / | $5,444,162.06 | = | 1.18918% | X | 1000 | = | 11.89 | 12 | X | 5 | = | 60 |
| Miller Grove | $13,057.88 | / | $5,444,162.06 | = | 0.23985% | X | 1000 | = | 2.40 | 2 | X | 5 | = | 10 |
| Total Levy | $5,444,162.06 | | | | 1 | | | | | | | | | 5000 |

I,_____, have received notification of my voting entitlement.

Date_____

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

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# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)* ~~RAINS CO. APPRAISAL DISTRICT~~ P. O. BOX 70 | |
| City, town or post office, state, ZIP code ~~ELMORY, TEXAS 75440~~ | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Geordie Whisenhunt

Present mailing address *(number and street)*: 371 RCR 2181

City, town or post office, state, ZIP code: Emory TX 75440

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*:

A-71 Despallier Survey 2.50 ac.

Address or location of property:

371 RCR 2181

Account number of property: 12608 8

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 11-06-00 | | $ 89.61 | $ 19.15 |
| 2. | | | / / | | $ | $ |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*:

Over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: G J Whisenhunt — Date of application for tax refund: 10-9-01

**If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.**

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized official: [signature] — Date: 11/14/01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: [signature] — Date:

# GCAT

**GOVERNMENTAL COLLECTORS ASSOCIATION OF TEXAS**

RUSS DUNCAN
President

DIANA BARRERA
Secretary

NELLIE GARCIA
Vice President

ADRIANA GONZALEZ
Treasurer

October 12, 2001

Dear Judge:

**Gold been discovered in the state of Texas!** If you have not heard the Governor has signed into law a bill which gives local governments the option of adding 30 % to court ordered fines and fees on cases that are more than 60 days past due when local governments have assigned these cases to a private vendor or private attorney for collection. Private collection agencies and law firms are beating heated paths to the doors of city and county officials to stake claim and "cash in" on the gold embedded in millions of dollars of uncollected court fines and fees.

So what's all the excitement about? It all started in Dallas back in the early 90's. The county initiated an innovative, ambitious new program aimed at improving the collection of court fines and fees. The program was so successful (responsible for $35.3M in additional revenue since 1993) it caught the attention of other counties and cities who also initiated successful programs. The success of these programs and the dollars involved then caught the attention of the private sector. But State law prevented the private sector from making substantial profits because those profits would have to come at the expense of the local governments. With the signing of Senate Bill 1778 that barrier, at least theoretically, has now been removed. Vendors can now market their services as being free to local governments and the gold rush is officially on. But before you catch the "fever" there are other considerations.

***The Governmental Collectors Association of Texas*** is not a vendor, collection agency, or law firm. This is not a solicitation letter. We are an educational association whose member cities and counties represent more than 50% of the State's population. Our members are public service professionals who serve local government and are employed by local government. This letter is designed to provide information about the new collection law, collection programs, and outsourcing, so that you can make informed decisions and choices.

Ideally, the new collection law should assist local governments with collecting court fines and fees. Outsourcing cases after "in house" efforts have been exhausted is a viable effective way to optimize collection efforts. The problem is some local administrators will view this as an opportunity to abandon any "in house" effort and rely solely on outsourcing. After all, it is "free". The fact is "in-house" programs collect 75 to 95 percent of the dollars assigned to them for collection. Third party vendor's average between 5 to 30 percent. If you do the math, it is easy to see that a combined effort will not only increase revenue, it can decrease or eliminate the overall cost of collection.

This is the approach usually taken in the private sector because it is the most effective. It is also the approach most often recommended by seasoned collection agencies and firms with successful track

6001 WEST PARMER LANE, SUITE 370 - #161 • AUSTIN, TEXAS 78727
PHONE : (512) 219-8133 • FAX : (512) 219-8489

records. These companies see strong "in house" programs as valuable sources of information. The stronger the "in house" effort, the more reliable the information. The more reliable the information, the more effective the collection effort.

Once again ideally this new law should be a positive tool for local governments in collecting court fees and fines. But there are many questions and concerns about the law itself. Here are just a few of the issues:

- Under the statute, cases may be assigned to private vendors or attorneys when they are more than 60 days "past due." But "past due" is not defined. Exactly when would a case be considered past due?

- Some people have suggested that the constitutionality of the law may be questioned, because a defendant may face a penalty that is greater in a county with such a contract than in one without such a contract.

- The law states that a defendant is not liable for collection fees if the court of original jurisdiction determines the defendant is indigent. If the case is assigned to a private vendor or attorney and the defendant is subsequently found indigent, who is liable for the collection fee?

- Article 103.0031(d), Code of Criminal Procedure, requires both the state and local government to reduce the amounts due them in order to "fully compensate" the vendor when a partial payment has been made. That means , for example, the local government retains nothing if a defendant owing $500, plus an additional $150 (30%) in collection fees, dies after making one payment of $150.

- Many warrants are issued for defendants for failure to appear in court. In most of these cases there has been no adjudication or fines assessed. Are these cases then ineligible to be assigned for collection to a private vendor or attorney?

- May a vendor charge more or less than the stated 30 percent?

- Is the law retroactive? Does it apply or not apply to existing collection contracts?

There will undoubtedly be numerous requests for Attorney General opinions and the real possibility exists for legal challenges. ***The Governmental Collectors Association of Texas*** strongly encourages you to review this information with your legal representatives before making decisions which could ultimately provide costly to the taxpayers of your community. The Association has requested and received a legal opinion on the new law from a prominentt law firm and we would be happy to share this information with you. If you would like additional information about the organization log on to our Web Site at ***www.govcat.net*** or contact any of our members. Our mission is to keep you informed. Please share this with your commissioners court.

Sincerely,

Russ Duncan
President

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STATE OF TEXAS
OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION

RICK PERRY
GOVERNOR

**MEMORANDUM**

**DATE:** April 11, 2001

**TO:** Texas Crime Stoppers Association

**FROM:** Texas Crime Stoppers

**RE:** Certification

Enclosed please find your certification certificate, which is valid until March 29, 2003. You are now eligible to collect probation fees from your adult probation department, and to apply for training and technical assistance funds from Southwest Texas State University.

If you have any questions please call me at (512) 463-1784.

Joseph E. Dickens

Joseph E. Dickens
Texas Crime Stoppers Coordinator

POST OFFICE BOX 12428 AUSTIN, TEXAS 78711 (512) 463-1919 (VOICE)/(512) 475-2042 (FAX)

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# Texas Crime Stoppers Association Incorporated

Post Office Box 7402
Pasadena, Texas 77508
Phone: 281-842-7424 Fax: 281-842-7440

Officers:
Chairman
Leroy J. Wormley, Jr.
Austin, Texas
Vice-Chair
Susan Rogers
Odessa, Texas
Secretary
Denise Janeway
Montgomery County
Treasurer
William Heuberger
Paris, Texas
Parliamentarian
Bill Page
Abilene, Texas
Member at Large #1
Darrell Bush
Jefferson County, Texas
Member at Large #2
Sheriff Gerald Yezak
Robertson County, Texas
Member at Large #3
Jim White
Tarrant County, Texas
Member at Large #4
Patricia McDaniel
Austin, Texas
Census Representative
Bobby Rachel
Mesquite, Texas
Sergeant at Arms
Todd Varner
Paris, Texas

RECEIVED
NOV 06 2001

October 22, 2001

County Court
The Honorable Robert M. Sisk
P.O. Box 158
Emory, Texas 75440-0158

Dear Honorable Judge Sisk:

The purpose of this letter is to ask you to support Crime Stoppers by imposing a fee upon defendants on community supervision under the provisions of Art. 42.12, Sec. 11 (a) (21), Code of Criminal Procedure. The Texas Crime Stoppers Association, Inc., is a certified program under Chapter 414 of the Government Code, and as such is eligible to receive such fees. As you are likely aware, Crime Stoppers pays rewards for information that leads to the arrest of persons charged with a crime. Persons who call with information receive a tip number; their identity remains anonymous. All information is immediately forwarded to the appropriate law enforcement agency. The fees generated by defendants on community supervision are used only to pay rewards; not more than 20 percent may be used for administrative costs.

The Texas Crime Stoppers Association has developed a new program to support those counties that do not have their own certified Crime Stoppers program. We will advertise our statewide Crime Stoppers hotline number in your county, and our association will pay rewards on those eligible tips generated from your county. Since your county does not have a certified program, we will arrange for payment to be made at a location in your area by one of our member programs. Every one of our member programs is certified, and all have systems in place to ensure that callers' identities remain anonymous.

Please find enclosed a copy of the Texas Crime Stoppers Association's certification. One of our staff members will call you to follow up on this letter. If you have any questions, please contact our Administrative Director, Bernie Anderson at 281-842-7424, or me at 512-823-7412.

Sincerely,

Leroy J. Wormley, Jr.
Chairman

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Office of the Governor ☆ Criminal Justice Division

# Texas Crime Stoppers

## 2001

## Certificate of Recertification

## Texas Crime Stoppers Association

Presented this 29th day of March, 2001

*This certificate expires on March 29, 2003.*

Richard R. Nedelkoff
Interim Director
Texas Crime Stoppers Advisory Council

OCT 26 2001 16:09 FR TX CRIME STOPPERS 512 475 1467 TO 99365383235 P.03/03

** TOTAL PAGE.03 **

VOL 0034 PAGE 179

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT
RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 28th of November, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS
Review and Discuss Payment of Accounts

## OPEN FORUM
Citizens and Court Comments

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

### I. COMMITTEE & DEPARTMENTAL REPORTS

1. 1A 583 a. Litter Abatement Results. (Roland)
   b. Status of county roads & bridges. (Jones)
   c. Review and Discuss Rains Co. Industrial Commission FYE2000-2001 Year End Summary. (Sisk)

### II. FINANCIAL REPORT AND MINUTES

2. 1B 327 Approve or disapprove warrants authorizing payment of accounts.
3. 1B 336 Approve or disapprove line item transfers, if applicable.
4. 1B 336 Approve or disapprove budget amendments, if applicable.
5. 1B 336 Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable.
6. 1B 338 Approve or disapprove minutes of previous meetings.

01 NOV 21 PM 1:10

## III. OLD BUSINESS

7. 1B 350 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

8. 1B 364 Review and take action, if any, concerning the Courthouse Annex project, mainly the purchase of a buffer for the county offices.

9. 1B 381 Review and take action on the Courthouse preservation project.

10. 1B 399 Review and take action, if any, on all jail expansion issues.

## IV. NEW BUSINESS

11. 1B 471 Approve Resolution to re-appoint Bill Gleason to the Andrew's Center Board of Trustees.(Sisk)

12. 1B 482 Approve School Bus turn around for County Road #3332.(Malone)

13. 1B 552 Approve $500.00 additional costs for repairs to Voting Box 1, Pct#1.(Malone)

14. 1B 421 Discuss matter on County Road #2425 fence location on Hill Property and road materials.(Malone)

15. 1B 520 Discuss and Approve renewal of contract with Andrews Center-Smith County.

16. 1B 640 Open the bids for new trucks for the Rains County R&B Department.(Jones)

17. 2A 243 Discuss matters dealing with utilities on Count Road properties.(McEnturff)

18. 2A 32 Review changes in county employee's dental plan & life insurance.(Northcutt).

19. 2A 258 Discuss and approve tax refunds for the following people: (Northcutt)
    a. Allen Stover
    b. Geraldine Renshaw
    c. O. E. Kline
    d. Robert L. Calver

20. 2A 313 Approve salary of alternate Justice of the Peace due to illness of the Justice of the Peace.(Sisk)

21. 2A 303 Discuss and approve purchase of a storage building for the County Agricultural Extension Office.

22. 2A 158 Discuss Fire District and Special Elections.

23. 2A 464 Discuss opinions and support matters regarding Crime Stoppers Watch for Rains County.

24. 2A 492 Approve changes to the Counties National Flood Insurance

25. _____ Discuss any and all personnel matters.

**EXECUTIVE SESSION**

Pursuant to the authority granted under Government Code, Chap. 551, the Commissioners Court may convene a closed session to discuss any of the above agenda items. Immediately before any closed session, the specific section or sections of Government Code, Chap. 551 that provide statutory authority will be announced.

**CERTIFICATION**

ATTEST: RSisk

Robert M. Sisk
Judge - 22 November 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**NOVEMBER 28, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 28TH DAY OF NOVEMBER, 2001, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, NOVEMBER 28, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON WEDNESDAY, THE 28TH DAY OF NOVEMBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

WITH COMMISSIONER MALONE BEING ABSENT, THERE IS A QUORUM.

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING TAX APPRAISAL DISTRICT AND COLLECTION AGENCY COLLECTING TAXES.

1) Tape 1A 583 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

A) LEE ROLAND, LITTER ABATEMENT, SUBMITTED ORAL REPORT. HE REPORTED TNRCC APPROVED SCHOOL FOR SEPTIC TANK INSPECTION. HE REPORTED THAT THERE WERE FIVE CASES ON LITTER SET FOR JP COURT.

B) AVIS JONES, COUNTY ROADS & BRIDGES ADMISTRATOR, SUBMITTED ORAL REPORT.

C) RAINS COUNTY INDUSTRIAL COMMISSION GORDON KRANTZ SUBMITTED

ORAL REPORT. HE REPORTED THE BUDGET AND EXPENSES FOR YEAR 2001.

2) Tape 1B 327 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO AUTHORIZE PAYMENT EXCEPT FOR WARRANT 52.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1B 336 NO ACTION.

4) Tape 1B 336 NO ACTION

5) Tape 1B 336 NO ACTION

6) Tape 1B 338 THE MATTER OF *APPROVING OR DISAPPROVING THE MINUTES OF PREVIOUS MEETINGS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TABLE THE MATTER UNTIL DECEMBER 12, 2001.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

7) Tape 1B 350 THE MATTER OF *COURTHOUSE BEAUTIFICATION, I.E., SPRINKLER SYSTEM, GRASS, LIGHTING, COURTHOUSE PARKING LOT, AND TRAFFIC FLOW AROUND THE SQUARE* CAME TO THE ATTENTION OF THE COURT

DISCUSSION

NO ACTION.

8) Tape 1B 364 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, CONCERNING THE COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY

9) Tape 1B 381 THE MATTER OF *REVIEWING AND TAKING ACTION ON THE COURTHOUSE PRESERVATION PROJECT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING GRANT REQUEST

NO ACTION

10) Tape 1B 399 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, ON ALL JAIL EXPANSION ISSUES* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

14) Tape 1B 421 THE MATTER *ON COUNTY ROAD #2425 FENCE LOCATION ON HILL PROPERTY AND ROAD MAINTENANCE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TABLE ANY ACTION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY,

MOTION CARRIED UNANIMOUSLY.

11) Tape 1B 471 THE MATTER *APPROVING RESOLUTION[1] TO RE-APPOINT BILL GLEASON TO THE ANDREW'S CENTER BOARD OF TRUSTEES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO APPROVE THE APPOINTMENT OF BILL GLEASON.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

12) Tape 1B 482 THE MATTER TO *APPROVE SCHOOL BUS TURN AROUND FOR COUNTY ROAD #3332* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION REGARDING THE AREA NOT OWNED BY COUNTY.

NO ACTION

13) Tape 1B 552 THE MATTER OF *APPROVING $500.00 ADDITIONAL COSTS FOR REPAIRS TO VOTING BOX 1, PCT # 2* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

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[1]LETTER DATED 11/15/01 FROM SMITH COUNTY RE: THE ANDREWS CENTER AND RESOLUTION

15) Tape 1B 570 THE MATTER OF *APPROVING RENEWAL OF CONTRACT WITH ANDREWS CENTER-SMITH COUNTY* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK READ THE CONTRACT. DISCUSSION CONCERNING MENTAL ILLNESS PROCEDURES.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO APPROVE THE CONTRACT WITH ANDREWS CENTER-SMITH COUNTY.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

16) Tape 1B 640 THE MATTER OF *ACCEPTING THE BIDS FOR THE RAINS COUNTY R&B DEPARTMENT* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK OPENED THE BIDS RECEIVED FROM STEAKLEY CHEVROLET[2] AND PRICE INTERNATIONAL, INC.[3]

REVIEW AND READ THE BIDS

DISCUSSION - AVIS JONES TO GET DELIVERY DATE AND MOVE ITEM 16 TO END OF AGENDA.

18) Tape 2A 032 THE MATTER OF *CHANGES IN COUNTY EMPLOYEE'S DENTAL PLAN & LIFE INSURANCE* CAME TO THE ATTENTION OF THE COURT.

INSURANCE REPRESENTATIVE SPOKE TO COURT REGARDING AFLAC[4] AND

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[2]STEAKLEY CHEVROLET BID DATED NOVEMBER 9, 2001 ATTACHED

[3]PRICE INTERNATIONAL, INC. BID DATED NOVEMBER 26, 2001 ATTACHED

[4]FACTS ABOUT AFLAC ATTACHED

COUNTY CHOICE[5]. COUNTY TREASURER, TERESA NORTHCUTT, EXPLAINED RATE INCREASE ON CURRENT INSURANCE CARRIER.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO ACCEPT THE RATE INCREASE ON THE CURRENT INSURANCE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

22) Tape 2A 158 THE MATTER OF *FIRE DISTRICT AND SPECIAL ELECTIONS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO HOLD AN ELECTION FOR EMERGENCY SERVICE AREA SET FOR MAY 4, 2001.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

RETURN TO ITEM 16) TAPE 2A 220

AVIS JONES REPORTED THAT THE DELIVERY DATE FROM STEAKLEY CHEVROLET WOULD BE THE LAST OF JANUARY OR FIRST OF FEBRUARY, 2002.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO ACCEPT THE BID FROM STEAKLEY CHEVROLET WITH DELIVERY DATE AS STATED AND AMOUNT AS BID.

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[5]VOLUNTARY LIFE INSURANCE PAMPHET ATTACHED

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 1A 243 THE MATTER OF *DEALING WITH UTILITIES ON COUNTY ROAD PROPERTIES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING UTILITY COMPANY AUTHORIZED ONLY TO INSTALL LINES.

NO ACTION

19) Tape 2A 298 THE MATTER OF *APPROVING TAX REFUNDS*[6] *FOR THE FOLLOWING PEOPLE: A) ALLEN STOVER, B) GERALDINE RENSHAW, C) O. E. KLINE, D) ROBERT L. CALVER* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE THE TAX REFUNDS AS LISTED.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

20) Tape 2A 313 THE MATTER OF *APPROVING SALARY OF ALTERNATE JUSTICE OF THE PEACE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE THE SALARY AS LISTED IN REQUEST FROM

---

[6]APPLICATIONS FOR TAX REFUND ATTACHED

MICKEY COOPER[7].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

21) Tape 2A 403 THE MATTER OF *APPROVING PURCHASE OF A STORAGE BUILDING FOR THE COUNTY AGRICULTURAL EXTENSION OFFICE.* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

23) Tape 2A 464 THE MATTER OF *SUPPORTING CRIME STOPPERS*[8] *WATCH FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY RAYFORD BRIGGS TO SUPPORT THE CRIME STOPPERS ASSOCIATION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

24) Tape 2A 492 THE MATTER OF *APPROVING CHANGES TO THE COUNTIES NATIONAL FLOOD INSURANCE* CAME TO THE ATTENTION OF THE COURT.

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[7]DOCUMENT FROM MICKEY COOPER DATED NOVEMBER 26, 2001 ATTACHED

[8]LETTER AND CERTIFICATION FROM CRIME STOPPERS

DISCUSSION

NO ACTION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS. DULY SECONDED BY COMMISSIONER GARY BISHOP TO RETIRE TO EXECUTIVE SESSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY AND OPEN COURT WAS DECLARED IN RECESS.

THE COURT RECONVENED IN OPEN COURT AT 12:36 A.M. WITH ALL MEMBERS OF THE COURT EXCEPT COMMISSIONER MALONE BEING PRESENT.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY GARY BISHOP TO ADJOURN

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT RAINS COUNTY, TEXAS

MINUTES APPROVED THIS 10th DAY OF October, 20 02

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# Jack Skeen, Jr.

## Criminal District Attorney
## Smith County

SMITH COUNTY COURTHOUSE
100 N. BROADWAY, 3RD FLOOR
TYLER, TEXAS 75702

LEIGH PORTER, ASST. D.A.
FACSIMILE: (903)535-0599
TELEPHONE: (903)535-0575

November 15, 2001

Bob Sisk
Rains County Judge
P. O. Box 158
Emory, Texas 75440

RE: Annual renewal of contract with Smith County

Dear Judge Sisk:

Several week ago we sent the Interlocal Agreement with The Andrews Center to you office for approval. When The Andrews Center here if Smith County sent there signed contract back there was correction regarding the dollar amounts from the other counties. Therefore I am sending you the corrected pages that needs to replace the pages in the original and copy that was sent to you. If the amount is correct please have the Auditor's Certificate signed and return the signed original along with the signed contract to the Commissioners Court in the enclosed envelope, while keeping the other copy for your files. The effective date of the contract is October 1, thus, please have this signed and sent back as soon as possible. Thank you very much for your cooperation.

Respectfully,

Rosemary Green
Deputy
County Court, Smith County, Texas

**EXHIBIT "E"**

## RAINS COUNTY FUNDING

As consideration for the provision of the services to be performed by the Andrews Center, as its part of the cost, Rains County agrees to pay to the Andrews Center the full yearly amount of $5,026.00 payable in monthly installments of $418.83 each month, October through August and $418.87 in September, payable on the first of each month.

## AUDITOR'S CERTIFICATE

I, _____, Rains County Auditor, hereby certify that the full cost as set forth above can be paid from available funds.

_____

NAME:_____

RAINS COUNTY AUDITOR

**EXHIBIT "E"**

## RAINS COUNTY FUNDING

As consideration for the provision of the services to be performed by the Andrews Center, as its part of the cost, Rains County agrees to pay to the Andrews Center the full yearly amount of $5,026.00 payable in monthly installments of $418.83 each month, October through August and $418.87 in September, payable on the first of each month.

## AUDITOR'S CERTIFICATE

I, _____, Rains County Auditor, hereby certify that the full cost as set forth above can be paid from available funds.

_____
NAME:_____
RAINS COUNTY AUDITOR

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# Steakley Chevrolet

Nov 9, 2001

County Of Rains
Road & Bridge Administration
P. O. Box 158
Emory, TX. 75440
"Attn" Mr. Avis Jones

Per your request for bids on two medium duty trucks with a 14' and a 16'
With heavy-duty contractors equipped with 20" sides, header with window, 3/16" steel
Floor, 4" cross members on 12" centers, twin cylinder hoist with PTO, electric trailer
Brake with 7-way plug, and back up alarm. Your cost on 14' bed and truck is
$ 39,944.00, on 16' bed and truck is $ 42,760.00. This price does not include
any taxes that may be required to be paid or lic fees

Thank You

Garry Roberts

Last week of Jan. or 1st week Feb.

6411 E. Northwest Hwy. • Dallas, Texas 75231 • Phone: 214-363-8341 • www.steakley.com

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# COUNTY OF RAINS

ROAD & BRIDGE ADMINISTRATION
1293 S. State Highway 19
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-8783
Fax: (903) 473-4298
email: rains.co.roads@glasscc.net

November 1, 2001

PUBLIC NOTICE

The Rains County Road and Bridge Department will be taking bids on a Dump Truck with the following specifications:

Color: White
Gross Vehicle Weight 32,000 to 35,000 pounds.
Minimum Wheel base 208 inches
Electric trailer brakes with a 7 way plug
Combo Pendel Hitch
210 to 240 HP Diesel Engine
Truck must be equipped with air brakes
6 speed manual transmission.
Back-up alarm.
Air Conditioned
AM/FM radio
Dual Cylinder Heavy Duty Hoist
16 foot Heavy Duty contractors bed with a minimum of 20 inch height sides.

Bids will be accepted up to and no later than 5:00p.m. on, November 20, 2001. Bids will be opened at 9:00 a.m.. on, November 21, 2001. Bidders having any questions may contact the Rains County Road and Bridge Administrator, Avis Jones at (903) 473-8783. Bids may be mailed to P.O. Box 158; Emory, Texas, 75440 or hand delivered to the County Judges office located at the Rains County Court House annex. **Bids must include delivery date.**

The Rains County Commissioners Court reserves the right to accept or reject any and all bids.

Respectively submitted,

Avis Wayne Jones Jr.

Avis Jones,Administrator

AJ:lfd

cc: file

14' Bed



# 2002 Chevrolet C7H042
## C7422 C-Series

## VEHICLE SUMMARY

| | MSRP | Invoice |
|---|---|---|
| Base Price | $37,025.00 | $28,509.25 |
| Dest Charge | $900.00 | $900.00 |
| Advert/Adjustments | $0.00 | $0.00 |
| Total Options | $10,405.12 | $8,028.53 |
| Tire Weight Tax | $72.12 | $72.12 |
| **Total Price** | **$48,402.24** | **$37,509.90** |

Effective Date: 5/21/2001

## SELECTED OPTIONS

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| RQ2 | TRUCK APPLICATION (STD) | $0.00 |
| JE4 | AIR CAM TYPE ANTI-LOCK DRUM BRAKES -inc: front dust shields, dual air pressure gauges, low air pressure warning light & alarm, front/ rear auto slack adjusters, air activated spring loaded parking brake (REQ: KZX Air Compressor) *Requires Min front 7,000 lb GAWR/Min rear 14,200 lb GAWR* | $1,811.00 |
| LRQ | 210 GROSS HP @ 2200 RPM, 605 LB/FT GROSS TORQUE @ 1440 RPM 7.2L (442) HEUI I6 TURBOCHARGED/AFTERCOOLED CATERPILLAR 3126E DIESEL ENGINE -inc: 2500 rpm governed speed | $7,879.00 |
| ___ | FEDERAL EMISSIONS | $0.00 |
| NB5 | SINGLE HORIZONTAL EXHAUST SYSTEM (STD) *Stainless Steel w/Gas Engine, Aluminized Steel w/Diesel* | $0.00 |
| KNB | DONALDSON DRY TYPE AIR CLEANER (REQ: Diesel Engine) | Included with LRQ |
| TNL | 750CCA DELCO LINEHAUL GROUP 31-1110 SERIES DUAL BATTERIES -inc: 1500 total CCA (REQ: Diesel Engine) | Included with LRQ |

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| K60 | 100 AMP DELCO REMY 21 SI ALTERNATOR (REQ: Diesel Engine) | Included with LRQ |
| UER | TACHOMETER & ENGINE ALARM -inc: low oil pressure/high water temp indicator (REQ: Diesel Engine) *For Gas Engines see U16 Tachometer* | $87.00 |
| UZF | BACK-UP ALARM -inc: 97 dbA *Temporary mount on rear crossmember, customer is responsible for final mounting* SEO | $77.00 |
| MM8 | 6-SPEED FS6406A EATON-FULLER MANUAL TRANSMISSION *CREDIT* | -$2,475.00 |
| FL2 | 11,000 LB CAPACITY FRONT AXLE *Recommended with F15 Front Suspension for vehicles used in city pickup & delivery applications which require more than 50 P & D stops daily* | $587.00 |
| FN0 | 11,000 LB TAPERED LEAF FRONT SUSPENSION - inc: shock absorbers mounted behind front axle (REQ: FL1 or FL2 Front axle) (REQ: F59 Front Stabilizer Bar) | $41.00 |
| F59 | FRONT STABILIZER BAR | $138.00 |
| HPK | 19,000 LB 19060S DANA SPICER SINGLE SPEED REAR AXLE (STD) (N/A w/FH4 Front Axle OR FL3 Front Axle & FM0,F28 or FM1 Front Suspension) | $0.00 |
| 069 | 3.90 AXLE RATIO (N/A w/H14 or HVQ Rear Axle) | $0.00 |
| GP1 | 23,500 LB MULTI LEAF REAR SUSPENSION | $57.00 |
| EK1 | 181" WHEELBASE -inc: 108" CA, 177" CE | $411.00 |
| FD5 | 80,000 PSI YIELD STRENGTH STEEL FRAME (N/A w/FH4 Front Axle or HPA Rear Axle) | Included with EK1 |
| V76 | (2) FRONT FRAME MOUNTED TOW HOOKS | $41.00 |
| ND5 | 50 GALLON LH STEP FUEL TANK (STD) *Contact Sales Engineering for availability with the following tires: XRL,XTQ,XTB,XSB,XTU* | $0.00 |
| KZX | TF550 13.2 CFM ALLIED-SIGNAL AIR COMPRESSOR -inc: 2-cyl, water cooled (REQ: JE4 Brakes) (N/A w/LQQ Engine) | $255.00 |
| T40 | SLOPED HOOD -inc: forward tilt one-piece fiberglass hood (STD) (REQ: LQY,LQQ,LPR,LQA, LSX or LRQ Engine) | $0.00 |

| CODE | DESCRIPTION | MSRP |
|---|---|---|
| C60 | INTEGRAL AIR CONDITIONING -inc: soft touch buttons for mode, fan & temp controls, visual function display, Sanden compressor, R134a alternate refrigerant (w/LSZ,LQV,LRR,LQW, or LRS Engine & FL1 Front Axle OR FL2 Front Axle & F15 Front Suspension N/A w/Auto Trans) (N/A w/V04 Radiator Shutters) *w/Gas Engine -inc: V01 Increased Cooling* | $663.00 |
| UM7 | DELCO AM/FM STEREO -inc: digital display, clock, (2) front/(2) rear speakers | $255.00 |
| ANZ | FULL WIDTH BENCH SEAT W/FORWARD FOLDING BACK (STD) | $0.00 |
| U86 | 7-WIRE CHASSIS CABLE -inc: 7-wire receptacle at end of frame rail, hazard warning switch (REQ: JE4 Brakes & RQ2 Vehicle Application) (N/A w/N33 Tilt Steering) | $138.00 |
| UEK | HD HAZARD WARNING SWITCH | Included with U86 |
| ZY1 | SOLID COLOR EXTERIOR PAINT | $0.00 |
| __V | VINYL INTERIOR TRIM | $0.00 |
| RPQ | FRONT 22.5" x 8.25" 10-HOLE HUB PILOTED STEEL WHEELS (REQ: RPR Rear Wheels) (w/XWP Front Tires REQ: R4L or R4N Front Tire Brand) | $0.00 |
| RPR | REAR 22.5" x 8.25" 10-HOLE HUB PILOTED STEEL WHEELS (REQ: RPQ or QH8 Front Wheels) | $0.00 |
| XSB | FRONT 255/80R22.5G 14-PLY LOW PROFILE TIRES (REQ: QH3,RPQ or RNH Front Wheels) *Contact Sales Engineering for availability with the following fuel tanks: ND5,NE5,NE6* | $147.04 |
| R3B | FRONT EXTRA STRENGTH HIGHWAY TREAD | $0.00 |
| R4L | MICHELIN BRAND FRONT TIRES | $0.00 |
| YSB | REAR 255/80R22.5G 14-PLY LOW PROFILE TIRES (REQ: QH4,RPR or RNN Rear Wheels) | $293.08 |
| | w/S3B Front Tire Tread | $293.08 |
| | w/S3D Front Tire Tread | $322.92 |
| S3B | REAR EXTRA STRENGTH HIGHWAY TREAD | $0.00 |
| S4L | MICHELIN BRAND REAR TIRES | $0.00 |
| ___ | SPARE WHEEL NOT DESIRED (STD) | $0.00 |
| ___ | SPARE TIRE NOT DESIRED (STD) | $0.00 |
| ___ | NO SPARE TREAD DESIRED (STD) | $0.00 |

**Color Selections**

| CODE | DESCRIPTION | MSRP | Invoice |
|---|---|---|---|

| | Description | Code |
|---|---|---|
| Exterior#1 | White | 12 |
| Exterior#2 | White | 12 |
| Interior | Medium Dark Gray | 82 |

## STANDARD EQUIPMENT

### MECHANICAL

8.1L (494) SPFI V8 8100MD Vortec engine
4-speed AT545 Allison automatic transmission
Rear wheel drive
7.17 rear axle ratio
600 CCA battery
105 amp alternator
145" wheelbase-inc: 72" CA, 123" CE
50,000 psi yield strength steel frame
8,100 lb front axle w/integral pwr steering
8,100 lb tapered leaf front suspension w/shock absorbers
19,000 lb single speed rear axle
19,000 multi-leaf rear suspension
22.5" x 7.5" 10-hole hub piloted steel wheels
Front/rear 245/75R22.5G 14-ply Goodyear low profile highway tread tires
Hydraulic anti-lock disc brakes
50 gallon fuel tank-inc: sump, drain plug

### EXTERIOR

Forward tilt fiberglass hood w/integral grille
Full width steel front bumper painted dark argent w/2 tow hook install slots
Halogen headlights
(5) roof mounted clearance lights
Daytime running lights
Black 7" x 16" side mirrors
Left/right entry assist handles
2-speed windshield wipers

### INTERIOR

Color-keyed full width bench seat w/forward folding back
Glove box w/built-in beverage holders
Black molded HD rubber floor mat

INTERIOR
Instrumentation-inc: 7-digit odometer, coolant temp, oil pressure gauges, voltmeter
Ashtray
**SAFETY**
Outboard 3-point seat belts w/retractors
Center lap belt
Hydraulic anti-lock disc brakes
Daytime running lights

# 2002 Chevrolet C7H042
# C7422 C-Series

## VEHICLE SUMMARY

| | MSRP | Invoice |
|---|---|---|
| Base Price | $37,025.00 | $28,509.25 |
| Dest Charge | $900.00 | $900.00 |
| Advert/Adjustments | $0.00 | $0.00 |
| Total Options | $14,035.12 | $10,823.63 |
| Tire Weight Tax | $72.12 | $72.12 |
| **Total Price** | **$52,032.24** | **$40,305.00** |

Effective Date: 5/21/2001

## SELECTED OPTIONS

| CODE | DESCRIPTION | MSRP | Invoice |
|---|---|---|---|
| RQ2 | TRUCK APPLICATION (STD) | $0.00 | $0.00 |
| JE4 | AIR CAM TYPE ANTI-LOCK DRUM BRAKES -inc: front dust shields, dual air pressure gauges, low air pressure warning light & alarm, front/ rear auto slack adjusters, air activated spring loaded parking brake (REQ: KZX Air Compressor) *Requires Min front 7,000 lb GAWR/Min rear 14,200 lb GAWR* | $1,811.00 | $1,394.47 |
| LSZ | 230 GROSS HP @ 2200 RPM, 660 LB/FT GROSS TORQUE @ 1440 RPM 7.2L (442) HEUI I6 TURBOCHARGED/AFTERCOOLED CATERPILLAR 3126E DIESEL ENGINE -inc: 2400 rpm governed speed (REQ: T50 Specialty Hood) (w/Auto Trans & FL1 Front Axle N/A w/C60 Air Cond) (w/Auto Trans, FL2 Front Axle & F15 Front Suspension N/A w/C60 Air Cond) | $9,665.00 | $7,442.05 |
| ___ | FEDERAL EMISSIONS | $0.00 | $0.00 |
| NB5 | SINGLE HORIZONTAL EXHAUST SYSTEM (STD) *Stainless Steel w/Gas Engine, Aluminized Steel w/Diesel* | $0.00 | $0.00 |
| KNB | DONALDSON DRY TYPE AIR CLEANER (REQ: Diesel Engine) | Included with LSZ | |

| CODE | DESCRIPTION | MSRP | Invoice |
|---|---|---|---|
| TNL | 750CCA DELCO LINEHAUL GROUP 31-1110 SERIES DUAL BATTERIES -inc: 1500 total CCA (REQ: Diesel Engine) | Included with LSZ | |
| K60 | 100 AMP DELCO REMY 21 SI ALTERNATOR (REQ: Diesel Engine) | Included with LSZ | |
| UZF | BACK-UP ALARM -inc: 97 dbA *Temporary mount on rear crossmember, customer is responsible for final mounting* SEO | $77.00 | $59.29 |
| MM8 | 6-SPEED FS6406A EATON-FULLER MANUAL TRANSMISSION *CREDIT* | -$2,475.00 | -$1,905.75 |
| FL2 | 11,000 LB CAPACITY FRONT AXLE *Recommended with F15 Front Suspension for vehicles used in city pickup & delivery applications which require more than 50 P & D stops daily* | $587.00 | $451.99 |
| F26 | 12,000 LB TAPERED LEAF FRONT SUSPENSION - inc: shock absorbers mounted behind front axle (REQ: FL2,FL3 or FS7 Front Axle) | $67.00 | $51.59 |
| HPG | 22,000 LB 22060S DANA SPICER SINGLE SPEED REAR AXLE (REQ: JE4 Brakes) | $1,020.00 | $785.40 |
| 069 | 3.90 AXLE RATIO (N/A w/H14 or HVQ Rear Axle) | $0.00 | $0.00 |
| GP1 | 23,500 LB MULTI LEAF REAR SUSPENSION | $57.00 | $43.89 |
| ED3 | 211" WHEELBASE -inc: 138" CA, 213" CE (REQ: RQ2 Vehicle Application) | $618.00 | $475.86 |
| F02 | 110,000 PSI YIELD STRENGTH STEEL FRAME | $408.00 | $314.16 |
| | w/FQX,EG4 or FNV WB & RQ2 Vehicle Application | $561.00 | $431.97 |
| | w/EK1,FWN,EL4,EL8,ED3,EQ4,ER7,FP0,ED7,EW2 or ET7 WB or RQ3 Vehicle Application | $408.00 | $314.16 |
| F20 | FRAME REINFORCEMENT FOR 110,000 PSI FRAME (REQ: F02 Frame) | $408.00 | $314.16 |
| V76 | (2) FRONT FRAME MOUNTED TOW HOOKS | $41.00 | $31.57 |
| ND5 | 50 GALLON LH STEP FUEL TANK (STD) *Contact Sales Engineering for availability with the following tires: XRL,XTQ,XTB,XSB,XTU* | $0.00 | $0.00 |
| KZX | TF550 13.2 CFM ALLIED-SIGNAL AIR COMPRESSOR -inc: 2-cyl, water cooled (REQ: JE4 Brakes) (N/A w/LQQ Engine) | $255.00 | $196.35 |
| T50 | SPECIALTY HOOD -inc: forward tilt multi-piece fiberglass hood, bolt on flexible fenders | Included with LSZ | |

| CODE | DESCRIPTION | MSRP | Invoice |
|---|---|---|---|
| C60 | INTEGRAL AIR CONDITIONING -inc: soft touch buttons for mode, fan & temp controls, visual function display, Sanden compressor, R134a alternate refrigerant (w/LSZ,LQV,LRR,LQW, or LRS Engine & FL1 Front Axle OR FL2 Front Axle & F15 Front Suspension N/A w/Auto Trans) (N/A w/V04 Radiator Shutters) *w/Gas Engine -inc: V01 Increased Cooling* | $663.00 | $510.51 |
| UM7 | DELCO AM/FM STEREO -inc: digital display, clock, (2) front/(2) rear speakers | $255.00 | $196.35 |
| ANZ | FULL WIDTH BENCH SEAT W/FORWARD FOLDING BACK (STD) | $0.00 | $0.00 |
| U86 | 7-WIRE CHASSIS CABLE -inc: 7-wire receptacle at end of frame rail, hazard warning switch (REQ: JE4 Brakes & RQ2 Vehicle Application) (N/A w/N33 Tilt Steering) | $138.00 | $106.26 |
| UEK | HD HAZARD WARNING SWITCH | Included with U86 | |
| ZY1 | SOLID COLOR EXTERIOR PAINT | $0.00 | $0.00 |
| __V | VINYL INTERIOR TRIM | $0.00 | $0.00 |
| RPQ | FRONT 22.5" x 8.25" 10-HOLE HUB PILOTED STEEL WHEELS (REQ: RPR Rear Wheels) (w/XWP Front Tires REQ: R4L or R4N Front Tire Brand) | $0.00 | $0.00 |
| RPR | REAR 22.5" x 8.25" 10-HOLE HUB PILOTED STEEL WHEELS (REQ: RPQ or QH8 Front Wheels) | $0.00 | $0.00 |
| XSB | FRONT 255/80R22.5G 14-PLY LOW PROFILE TIRES (REQ: QH3,RPQ or RNH Front Wheels) *Contact Sales Engineering for availability with the following fuel tanks: ND5,NE5,NE6* | $147.04 | $118.75 |
| R3B | FRONT EXTRA STRENGTH HIGHWAY TREAD | $0.00 | $0.00 |
| R4L | MICHELIN BRAND FRONT TIRES | $0.00 | $0.00 |
| YSB | REAR 255/80R22.5G 14-PLY LOW PROFILE TIRES (REQ: QH4,RPR or RNN Rear Wheels) | $293.08 | $236.73 |
| | w/S3B Front Tire Tread | $293.08 | $236.73 |
| | w/S3D Front Tire Tread | $322.92 | $260.36 |
| S3B | REAR EXTRA STRENGTH HIGHWAY TREAD | $0.00 | $0.00 |
| S4L | MICHELIN BRAND REAR TIRES | $0.00 | $0.00 |
| ___ | SPARE WHEEL NOT DESIRED (STD) | $0.00 | $0.00 |
| ___ | SPARE TIRE NOT DESIRED (STD) | $0.00 | $0.00 |
| ___ | NO SPARE TREAD DESIRED (STD) | $0.00 | $0.00 |

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|---|---|---|---|

| | Description | Code |
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| Exterior#2 | White | 12 |
| Interior | Medium Dark Gray | 82 |

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Hydraulic anti-lock disc brakes
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### INTERIOR

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Glove box w/built-in beverage holders
Black molded HD rubber floor mat

INTERIOR
Instrumentation-inc: 7-digit odometer, coolant temp, oil pressure gauges, voltmeter
Ashtray
**SAFETY**
Outboard 3-point seat belts w/retractors
Center lap belt
Hydraulic anti-lock disc brakes
Daytime running lights

VOL 0034 PAGE 207

## Search for FAN

Fleet Name: RAINS COUNTY

City: EMORY State or Equivalent: Texas

Sort by: (•) FAN ( ) Fleet Name ( ) City Fuzzy Search Exact Search Reset

| FAN | Fleet Name | City | State |
|---|---|---|---|
| 859928 | RAINS COUNTY, TX | EMORY | TX |

Help

Home Page

*Copyright 1998 GM Corp. All Rights Reserved*

VOL. 0034 PAGE 208

**Bid Submission Message**

An error occurred during the bid submission process.

*You will need to re-submit your bid assistance request by FAX.*
*Please print this page and FAX it to 313-667-9391. Thank you for your patience.*

New Bid | New Dealer Code

| **Dealer Info: 13 / 07700** | | | | | |
|---|---|---|---|---|---|
| Model Year: **2002** | Bid Date: | **20011024** | | | |
| Contact: | **GARRY ROBERTS** | Phone: | **2146966889** | FAX: | **2147505741** |
| Reason For Request: | **NEED ASSIT FOR COUNTY BID** | | | | |

| **End User Info** | | | | | | | |
|---|---|---|---|---|---|---|---|
| Account Number: | **000859928** | Name: | **RAINS COUNTY, TX** | City: | **EMORY** | State: | **TX** |

| **Lease company, association, or organization** | | |
|---|---|---|
| Lessor Name: | Lessor Fan: | |

| **Competition Info** | | |
|---|---|---|
| Competitors: | **Ford** | **INTRL** |

| **Model Type** | |
|---|---|
| Model Type: | **Medium Duty** |

**Bid Items:**

| | Model | Qty | Cost per Unit | Assistance | Options |
|---|---|---|---|---|---|
| | | | | | |

VOL. 0034 PAGE 209

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| . | CC7H042 | 0001 | 038997 | 003000 | LRQ | MM8 | | | | |
| . | CC7H042 | 0001 | 037509 | 003000 | LRQ | MM8 | | | | |
| . | CC7H042 | 0001 | 038997 | 003000 | LSZ | MM8 | | | | |

2001-10-15 18:13:55 EST

| October 15 23:04 | UNKNOWN | CHVBIDRQAK | CBA Dealer:07700 |
|---|---|---|---|

DEALER:07-700 BID CENTER ACKNOWLEDGEMENTS (START) 10/15/2001 23:04:29

FLEET ACCOUNT NUMBER: 000859928
CUSTOMER: RAINS COUNTY, TX

| MODEL | BODY CODE(S) | ITEM NUMBER | REASON CODES |
|---|---|---|---|
| CC7H042 | LRQ MM8 | 21063101 | 001 |
| CC7H042 | LRQ MM8 | 21063102 | 001 |
| CC7H042 | LSZ MM8 | 21063103 | 001 |

**** REASON CODE MESSAGES ****
001 - ACCEPTED BID REQUEST - BEING REVIEWED BY BID CENTER

DEALER:07-700 BID CENTER ACKNOWLEDGEMENTS (END) 10/15/2001 23:04:29

2500. + 140/0

VOL 0034 PAGE 211

INTERNATIONAL

PRICE INTERNATIONAL, INC.
*Transportation Services*

**QUOTE TO RAINS COUNTY**
**November 26, 2001**

**2002 INTERNATIONAL MDL 4300 W/ 16' CONTRACTORS DUMP**
**PER YOUR SPECIFICATIONS**

**TRUCK AND BODY SPECS ATTACHED**
**BODY TO BE BUILT BY MALAKOFF TRUCK BODY**

**PRICE: $46,540.00**

**DELIVEREY: APP. 2 TO 3 WKS FROM ORDER**

**THIS IS AN INVENTORY UNIT.**
**PRICE GOOD DEPENDING UPON AVAILABILITY.**

**Submitted by: Randy Marion**
**Price International, Inc.**
**11/26/01**

*Loop 323 & Gladewater Hwy.*
*P.O. Box 210*
*Tyler, Texas 75710*
*903-597-9363*

MAKE ALL CHECKS PAYABLE TO THE ORDER OF THE COMPANY

**INTERNATIONAL TRUCK AND ENGINE CORPORATION**

03-22-01 20.10

VOL. 0034 PAGE 212

REINVOICE 54 TSR/TSPC TO DEALER - DEALER WITH NOTE

| VIA | FRT. | REGION | CODE | P.C. NUMBER |
|---|---|---|---|---|
| | | WESTERN | 226 | 211231921 |

786228

PRICE INTL INC
P.O. BOX 210
TYLER TX
75710

PRICE INTL INC
5033 HWY 271 NORTH
TYLER TX
75708

| PLANT ORDER NO. | INVOICE DATE |
|---|---|
| 554477 A | 03 21 01 |

| DIST. | KIND | W.B. | G.V.W. |
|---|---|---|---|
| 604 | 2 | 254 | 32900 |

INVOICED FROM 723 723

3837

1

| CHASSIS MODEL | CHASSIS-SERIAL NO. | ENGINE SERIAL NO | QTY. | CODE | AMOUNT |
|---|---|---|---|---|---|
| 4300 SBA 4X2 | 1HTMMAAN92H366214 | 001281738 | 1 | MA02500 | 45686.00 |

| | | | |
|---|---|---|---|
| RR AXLE GEAR RATIO 4.11 PAINT 9219 | | | |
| FRAME RAIL 80,000 PSI 420.0" OAL | 1 | 001CAD | 190.00 |
| LICENSE PLATE MTG HARDWARE FRONT BUMPER | 1 | 001LEG | 26.00 |
| FRT BUMPER-FULL WIDTH(STEEL)AERODYNAMIC | 1 | 001LLD | N/C |
| 1 REAR AF CROSSMEMBER | 1 | 001SAL | 110.00 |
| WHEEL BASE RANGE 199" TO 254" | 1 | 001WEJ | 97.00 |
| TWO FRONT TOW HOOKS | 1 | 001570 | 47.00 |
| INTERNATIONAL I-120SG 12,000# FRT AXLE | 1 | 002ADD | 711.00 |
| 12-K FRONT PARABOLIC TAPER LEAF SUSP | 1 | 003ADC | 177.00 |
| BENDIX AIR BRAKE ABS | 1 | 004AZA | 1323.00 |
| AIR DRYER BENDIX (AD-9) | 1 | 004EBS | 433.00 |
| 15X4 FRT S-CAM W/20" LONG STROKE CHMBRS | 1 | 004JBG | N/C |
| 16.5X7 RR W/TR3030 HEAVY DUTY MGM CHMBRS | 1 | 004NCE | N/C |
| BENDIX TU-FLO 550 AIR COMPRESSOR | 1 | 004SBC | 63.00 |
| TRUCK DUAL AIR BRK SYSTEM | 1 | 004091 | 328.00CR |
| 18" DIAMETER STEERING WHEEL | 1 | 005CAL | N/C |
| SHEPPARD M-100 POWER STEERING | 1 | 005PSA | N/C |
| TILTING STEERING COLUMN | 1 | 005708 | N/C |
| SGL EXH SYS(HORZ MFLR/TP) | 1 | 007AAY | N/C |
| 12V 100AMP DELCO ALT 22-SI | 1 | 008GCS | N/C |
| BODY BUILDERS CONNECTORS BOC | 1 | 008HAB | 36.00 |
| BATTERY(2-INTERN)MAINT-FREE 12V 1100CCA | 1 | 008MED | N/C |
| AM/FM/CASS/RADIO PANASONIC CQ-4400U | 1 | 008RDW | 415.00 |
| POWER SOURCE TWO POST TYPE | 1 | 008WCK | 35.00 |
| HEADLIGHTS (2) HALOGEN COMPOSITE AERO | 1 | 008WPB | N/C |
| MANUAL-RESET CIRC BREAKERS (MAIN PANEL) | 1 | 008XAH | 95.00 |
| ELEC SYS (12 VOLT) | 1 | 008000 | N/C |
| CIGAR LIGHTER | 1 | 008518 | N/C |
| DUAL ELECTRIC HORNS | 1 | 008540 | 17.00 |
| CHROME GRILLE | 1 | 009HAD | N/C |
| FIBERGLASS TILT FE 3 PIECE | 1 | 009WAY | N/C |
| SINGLE COLOR 100 PT SCHEMATIC | 1 | 010060 | N/C |

D.C.

| | | |
|---|---|---|
| FRT.DEST.CHARGE | | SALES PROCEEDS |
| P&DCHARGE (T) (NT) | | DEALER PRICE DEALER NET |
| SURCHARGE | | CONCESSION CODE |
| DIST.SURCHARGE | | CONCESSION CODE |
| | | CONCESSION CODE |
| | | GOODS PUR.COST* |
| | | DEFERRED CREDIT |
| TOTAL SUNDRY CHARGES | | |
| | | TOTAL INVOICE |
| | | LESS NOTE AMOUNT |
| 054190 INVOICE NUMBER | | NET AMOUNT TO REMIT |
| ORIGINAL | | NET CREDIT TO ACCOUNT |

MAKE ALL CHECKS PAYABLE TO THE ORDER OF THE COMPANY

**INTERNATIONAL TRUCK AND ENGINE CORPORATION**

03-22-01 20.10

VOL 0034 PAGE 213

REINVOICE 54 TSR/TSPC TO DEALER - DEALER WITH NOTE

| VIA | FRT. | REGION | CODE | P.C. NUMBER |
|---|---|---|---|---|
| | | WESTERN | 226 | 211231921 |

786228

PRICE INTL INC
P.O. BOX 210
TYLER TX
75710

PRICE INTL INC
5033 HWY 271 NORTH
TYLER TX
75708

| PLANT ORDER NO. | INVOICE DATE |
|---|---|
| 554477 A | 03 21 01 |

| DIST. | KIND | W.B. | G.V.W. |
|---|---|---|---|
| 604 | 2 | 254 | 32900 |

INVOICED FROM 723 723

1

| CHASSIS MODEL | CHASSIS-SERIAL NO. | ENGINE SERIAL NO | QTY. | CODE | AMOUNT |
|---|---|---|---|---|---|
| 4300 SBA 4X2 | 1HTMMAAN92H366214 | 001281738 | 1 | MA02500 | |

| | | | |
|---|---|---|---|
| PAINT-BASE COAT/CLEAR COAT 1-2 TONE | 1 | 010761 | N/C |
| FRAME RESTRICTIONS LIMITED TO 32900#GVWR | 1 | 010985 | N/C |
| 14" SGL-PLATE EATON CLUTCH-PULL TYPE | 1 | 011LEG | N/C |
| 50ST DT466 STD TORQUE DSL 230HP@23/26 | 1 | 012NMD | 2688.00 |
| BORG-WARNER FAN DRIVE SYS SA85 SCREW ON | 1 | 012TSY | 148.00 |
| THROTTLE CONTROL ELECTRONIC | 1 | 012UGN | N/C |
| RADIATOR 2 ROW 516 SQ. IN. 270 SQ.IN.CAC | 1 | 012UVS | N/C |
| SINGLE ELEMENT A/CLNR | 1 | 012VBC | N/C |
| ENG BLOCK HEATER(PHILLIPS)120V-1250W | 1 | 012959 | 104.00 |
| FULLER FS-SYNCR 6-SPD TRANS | 1 | 013GMS | 294.00 |
| TRANS OIL-SAE 50W SYNTHETIC | 1 | 013WLA | 69.00 |
| DANA SPICER 21060S 21,000 K REAR AXLE | 1 | 014AGG | 812.00 |
| REAR SPRS 23.5K HD VARI-RATE & RUBBER SP | 1 | 014VAH | 56.00 |
| SPECIAL REAR AXLE LUBE | 1 | 014WLA | 87.00 |
| SGL 50G FL TK D-STYLE 16" DEEP | 1 | 015SCD | N/C |
| ENGLISH GA CLUSTER W/ENGLISH SPEEDO | 1 | 016HBA | N/C |
| DRVR SEAT(INTL)NON-SUSP FOLD BACK VINYL | 1 | 016JCX | N/C |
| 2 MAN PASS SEAT, VINYL LESS STORAGE | 1 | 016PCH | 50.00 |
| 2 - 7.44" X 14.84" MIRRORS W/CONVEX | 1 | 016SDJ | N/C |
| INSTR PANEL CENTER SECTION FLAT | 1 | 016WJS | N/C |
| HTR&A/C (INTERNATIONAL BLEND-AIR) | 1 | 016WKB | N/C |
| INTERIOR TRIM - PREMIUM | 1 | 016WRZ | 294.00 |
| LOW W/S WASHER FLUID INDICATOR | 1 | 016WSE | 11.00 |
| TRANS COVER, FLOOR MATS, SEALS | 1 | 016000 | N/C |
| CONVENTIONAL CAB (STEEL) WHITE | 1 | 016030 | N/C |
| DISC FRT WHL(22.5"PT-STL 10S) 8.25DC RIM | 1 | 027DMA | 54.00 |
| DISC RR WHLS(22.5"PT-STL 10S)8.25DC RIM | 1 | 028DMA | 78.00CR |
| MATCH MOUNTED TIRES & RIMS ALL POSITION | 1 | 029TAE | N/C |
| 50W SYNTHETIC OIL FRT WHL BEARINGS | 1 | 029WLA | 22.00 |
| UNISTEEL G159 (FET 30.21) | 2 | 730269 | 68.00 |
| UNISTEEL G124 (FET 26.22) | 4 | 730269 | 260.00 |

D.C.

| | | |
|---|---|---|
| FRT.DEST.CHARGE | SALES PROCEEDS | |
| P&DCHARGE (T) (NT) | DEALER PRICE DEALER NET | |
| SURCHARGE | CONCESSION CODE | |
| DIST.SURCHARGE | CONCESSION CODE | |
| | CONCESSION CODE | |
| | GOODS PUR.COST# | |
| | DEFERRED CREDIT | |
| TOTAL SUNDRY CHARGES | | |
| | TOTAL INVOICE | |
| | LESS NOTE AMOUNT | |
| 054190 INVOICE NUMBER | NET AMOUNT TO REMIT | |
| ORIGINAL | NET CREDIT TO ACCOUNT | |

VOL 0934 PAGE 214

# County OF RAINS
## 16' Body + 14' Body

### Bed Construction

7" Long Sills - St. Channel
4" Cross Members - St. Channel
5" or 6" Side Rail - St. Channel
3/16 Smooth Floor
3/8 x 2½" Flat Rub Rail

### Headen - ½ x ½ H.D.

4" x 3" x ¼ Corner Uprights
4" Center Supports - St. Channel
3" □ Tube Top
3/16" x 28" Smooth Lower Sheet
Expanded Metal - Top Half -

### Side Boards - Stationary

10ga Formed Smooth Material - 20" Min Height
3" Uprights - St. Channel

### Tail Gate

10ga Formed Smooth - 12" High
Vertical Reenforced - 3" St. Channel
H.D. grease Hinges -
Tie up Chains - + Drop Pin Locks

VOL 0034 PAGE 215

## Pintle

3/4" Pintle Plate
P.H. 16 Holland Combe Pintle
Gd. 8 Bolts
D Rings For Safety Chains
Rear 7 Way Plug -
Tekonsha 9035 H.D. Electronic Break Controller

## Hoist

Hansb- RL-E50 Twin Cyl. Sissor Type
Direct Mount- Hydraulic Lines- No Drain Line

16' - 14.3 Tons Cap.
14' - 16.3 Tons Cap.

## P.T.O.

H.D. Chelsa - Direct Mount w/ Air Shift

Prime - Paint - Electrical - D.O.T. Lights
H.D. Mud Flaps.

## Price

| | |
|---|---|
| 16' | $6840.00 |
| 14' | 6640.00 |

INTERNATIONAL

PRICE INTERNATIONAL, INC.
*Transportation Services*

**QUOTE TO RAINS COUNTY**
**November 26, 2001**

**2002 INTERNATIONAL MDL 4300 W/ 14' CONTRACTORS DUMP**
**PER YOUR SPECIFICATIONS**

**TRUCK AND BODY SPECS ATTACHED**
**BODY TO BE BUILT BY MALAKOFF TRUCK BODY**

**PRICE: $46,340.00**

**DELIVEREY: APP. 2 TO 3 WKS FROM ORDER**

**THIS IS AN INVENTORY UNIT.**
**PRICE GOOD DEPENDING UPON AVAILABILITY.**

**Submitted by: Randy Marion**
**Price International, Inc.**
**11/26/01**

*Loop 323 & Gladewater Hwy.*
*P.O. Box 210*
*Tyler, Texas 75710*
*903-597-9363*

MAKE ALL CHECKS PAYABLE TO THE ORDER OF THE COMPANY

**INTERNATIONAL TRUCK AND ENGINE CORPORATION**

SPRINGFIELD PLANT
SPRINGFIELD, OHIO

411545-01177.2206
010201
/ /C8/ 06201

3884 VOL 0034 PAGE 217

| VIA | FRT. | REGION | CODE | P.C. NUMBER |
|---|---|---|---|---|
| DIAMOND SPEC | 1 YES | WESTERN | 226 | 210626183 |

786228

PRICE INTL INC
P.O. BOX 210
TYLER TX 75710

PRICE INTL INC
5033 HWY 271 NORTH
TYLER TX75708

| PLANT ORDER NO. | INVOICE DATE |
|---|---|
| 59439,5 A | 06, 26, 01 |

| DIST. | KIND | W.B. | G.V.W. |
|---|---|---|---|
| 604 | 2 | 254 | 32000 |

CUST PO# FUEL

PRICE INTERNATIONAL

| CHASSIS MODEL | CHASSIS-SERIAL NO. | ENGINE SERIAL NO | QTY. | CODE | AMOUNT |
|---|---|---|---|---|---|
| 4300 SBA 4X2 | 1HTMMAAN62H411545 | 001312785 | 1 | MA02500 | 45686,00 |

| | | | |
|---|---|---|---|
| Fuel Oil (Tank) | | | |
| RR AXLE GEAR RATIO 4.11 | 1 | 01CAD | 190,00 |
| FRAME RAIL 80,000 PSI 420.0" OAL | 1 | 01LLD | N/C |
| FRT BUMPER-FULL WIDTH(STEEL)AERODYNAMIC | 1 | 01SAL | 110,00 |
| 1 REAR AF CROSSMEMBER | 1 | 01WEJ | 97,00 |
| WHEEL BASE RANGE 199" TO 254" | 1 | 01570 | 47,00 |
| TWO FRONT TOW HOOKS | 1 | 01951 | N/C |
| FRAME PIERCING IN PRE-PIERCED RAILS | 1 | 02ADD | 711,00 |
| INTERNATIONAL I-120SG 12,000# FRT AXLE | 1 | 03ADC | 177,00 |
| 12-K FRONT PARABOLIC TAPER LEAF SUSP | 1 | 04AZA | 1323,00 |
| BENDIX AIR BRAKE ABS | 1 | 04JBG | N/C |
| 15X4 FRT S-CAM W/20" LONG STROKE CHMBRS | 1 | 04NCE | N/C |
| 16.5X7 RR W/TR3030 HEAVY DUTY MGM CHMBRS | 1 | 04SBC | 63,00 |
| BENDIX TU-FLO 550 AIR COMPRESSOR | 1 | 04091 | 328,00CR |
| TRUCK DUAL AIR BRK SYSTEM | 1 | 04722 | 114,00 |
| DRAIN VALVE (BENDIX DV-2) W/HEATER | 1 | 05CAL | N/C |
| 18" DIAMETER STEERING WHEEL | 1 | 05PSA | N/C |
| SHEPPARD M-100 POWER STEERING | 1 | 05708 | N/C |
| TILTING STEERING COLUMN | 1 | 07AAY | N/C |
| SGL EXH SYS(HORZ MFLR/TP) | 1 | 08GCS | N/C |
| 12V 100AMP DELCO ALT 22-SI | 1 | 08MED | N/C |
| BATTERY(2-INTERN)MAINT-FREE 12V 1100CCA | 1 | 08RCB | 110,00 |
| CB RADIO ACCOM PKG/HEADER | 1 | 08RDX | 295,00 |
| AM/FM RADIO (PANAS)CR-W400U | 1 | 08WCL | 45,00 |
| 1 AIR HORN GROVER BLACK | 1 | 08WMA | 39,00 |
| SPECIAL WIRING F/CUST FURN LITE | 1 | 08WPB | N/C |
| HEADLIGHTS (2) HALOGEN COMPOSITE AERO | 1 | 08WSK | 507,00 |
| SWITCH BODY CIRCUITS FRAME MTG REAR | 1 | 08000 | N/C |
| ELEC SYS (12 VOLT) | 1 | 08518 | N/C |
| CIGAR LIGHTER | 1 | 08718 | 27,00 |
| POWER SOURCE (CIGAR-TYPE RECEPTACLE) | 1 | 09HAD | N/C |
| CHROME GRILLE | 1 | 09WAY | N/C |
| FIBERGLASS TILT FE 3 PIECE | | | |

| | | |
|---|---|---|
| FRT.DEST.CHARGE | SALES PROCEEDS | |
| P&DCHARGE | DEALER PRICE DEALER NET | |
| SURCHARGE | CONCESSION CODE | |
| DIST.SURCHARGE | CONCESSION CODE | |
| | CONCESSION CODE | |
| | GOODS PUR.COST# | |
| | DEFERRED CREDIT | |
| TOTAL SUNDRY CHARGES | | |
| | TOTAL INVOICE | |
| | LESS NOTE AMOUNT | |
| | NET AMOUNT TO REMIT | |
| | NET CREDIT TO ACCOUNT | |

#1 Sold

INVOICE NUMBER

ORIGINAL

MAKE ALL CHECKS PAYABLE TO THE ORDER OF THE COMPANY

**INTERNATIONAL TRUCK AND ENGINE CORPORATION**

SPRINGFIELD PLANT
SPRINGFIELD, OHIO

411545-01177.2206
010201
/ /C8/ 06201

VOL 0934 PAGE 218

| VIA | | FRT. | REGION | CODE | P.C. NUMBER |
|---|---|---|---|---|---|
| DIAMOND SPEC | 1 | YES | WESTERN | 226 | 210626183 |

786228

PRICE INTL INC
P.O. BOX 210
TYLER TX 75710

PRICE INTL INC
5033 HWY 271 NORTH
TYLER TX75708

| PLANT ORDER NO. | INVOICE DATE |
|---|---|
| 59439,5 A | 06, 26, 01 |

| DIST. | KIND | W.B. | G.V.W. |
|---|---|---|---|
| 604 | 2 | 254 | 32000 |

CUST PO# FUEL

PRICE INTERNATIONAL

| CHASSIS MODEL | CHASSIS-SERIAL NO. | ENGINE SERIAL NO | QTY. | CODE | AMOUNT |
|---|---|---|---|---|---|
| 4300 SBA 4X2 | 1HTMMAAN62H411545 | 001312785 | 1 | MA02500 | |

| | | | |
|---|---|---|---|
| PROMOTIONAL PROGRAM PACKAGE #2 | 1 | 10NHD | N/C |
| QUALIFICATION ID FOR DIAMOND SPEC | 1 | 10WYY | N/C |
| EMISSION LABELS (FUEL ECONOMY/NOISE) | 1 | 10210 | N/C |
| PAINT-BASE COAT/CLEAR COAT 1-2 TONE | 1 | 10761 | N/C |
| FRAME LIMITED: 32900 GVWR/11K FRONT GAWR | 1 | 10985 | N/C |
| CLUTCH 14" 2-PLATE EATON PULL TYPE | 1 | 11LDL | 131,00 |
| 50ST DT466 STD TORQUE 215HP@23/26 | 1 | 12NMC | 1426,00 |
| BORG-WARNER FAN DRIVE SYS SA75 SCREW ON | 1 | 12TSV | N/C |
| RADIATOR 2 ROW 516 SQ. IN. 270 SQ.IN.CAC | 1 | 12UVS | N/C |
| DUAL ELEMENT AIR CLNR | 1 | 12VBB | 15,00 |
| PROVISION F/REMOTE ENG CONTROL F/PTO | 1 | 12VVW | 41,00 |
| ENG CONTROL FOR PTO STEERING WHL MOUNTED | 1 | 12VXU | N/C |
| FULLER TRANS-FS-SYNCR 6-SPD SHORT SHIFT | 1 | 13GNG | N/C |
| DANA SPICER SGL 21K (HYPOID) REAR AXLE | 1 | 14AET | 826,00 |
| REAR SPRS 23.5K HD VARI-RATE & RUBBER SP | 1 | 14VAH | 56,00 |
| SGL 70 G FU TK D-STYLE STEEL | 1 | 15SEN | 80,00 |
| ENGLISH GA CLUSTER W/ENGLISH SPEEDO | 1 | 16HBA | N/C |
| DRIVER SEAT NAT'L | 1 | 16JNT | 149,00 |
| PASS SEAT (INTL) VINYL HIGH BACK FOLD | 1 | 16PCW | N/C |
| GRAB HANDLES (TOWEL BAR TYPE) CHROME | 1 | 16SDC | 16,00 |
| 2-7.44" X 14.84" MIRRORS/CONVEX RT-LT | 1 | 16SDL | 97,00 |
| RIGHT ARM REST, DRIVER SEAT | 1 | 16WBY | 35,00 |
| CAB SOUND INSULATION | 1 | 16WEE | 86,00 |
| INSTR PANEL CENTER SECTION FLAT | 1 | 16WJS | N/C |
| HTR&A/C (INTERNATIONAL BLEND-AIR) | 1 | 16WKB | N/C |
| INTERIOR TRIM - DELUXE | 1 | 16WRX | N/C |
| TRANS COVER, FLOOR MATS, SEALS | 1 | 16000 | N/C |
| CONVENTIONAL CAB (STEEL) WHITE | 1 | 16030 | N/C |
| DISC FRT WHL(22.5"PT-STL 10S) 8.25DC RIM | 1 | 27DMA | 54,00 |
| GOODYEAR UNISTEEL G159 | 2 | 730269 | 68,00 |
| 11R22.5 14PR RPM-501 (FET 30.21) | | 0179 | |
| DISC RR WHLS(22.5"PT-STL 10S)8.25DC RIM | 1 | 28DMA | 78,00CR |

| | | |
|---|---|---|
| FRT.DEST.CHARGE | SALES PROCEEDS | |
| P&DCHARGE | DEALER PRICE DEALER NET | |
| SURCHARGE | CONCESSION CODE | |
| DIST.SURCHARGE | CONCESSION CODE | |
| | CONCESSION CODE | |
| | GOODS PUR.COST# | |
| | DEFERRED CREDIT | |
| TOTAL SUNDRY CHARGES | | |
| | TOTAL INVOICE | |
| | LESS NOTE AMOUNT | |
| INVOICE NUMBER | NET AMOUNT TO REMIT | |
| ORIGINAL | NET CREDIT TO ACCOUNT | |

VOL 0034 PAGE 219

# County OF RAINS
## 16' Body + 14' Body

### Bed Construction
7" Long Sills - St. Channel
4" Cross Members - St. Channel
5" or 6" Side Rail - St. Channel
3/16 Smooth Floor
3/8 x 2½" Flat Rub Rail

### Headen - ½ x ½ H.D.
4" x 3" x ¼ Corner Uprights
4" Center Supports - St. Channel
3" II Tube Top
3/16" x 28" Smooth Lower Sheet
Expanded Metal - Top Half -

### Side Boards - Stationary
10ga Formed Smooth Material - 20" Min Height
3" Uprights - St. Channel

### Tail Gate
10ga Formed Smooth - 12" High
Vertical Reenforced - 3" St. Channel
H.D. grease Hinges -
Tie up Chains - & Drop Pin Locks

VOL 0034 PAGE 220

## Pintle

3/4" Pintle Plate
P.H. 16 Holland Lombe Pintle
Gd. 8 Bolts
D Rings For Safety Chains
Rear 7 Way Plug.
Tekonsha 9035 H.D. Electronic Break Controller

## Hoist

Hansb. RL-E50 Twin Cyl. Sissor Type
Direct Mount. Hydraulic Lines. No Drain Line

16' - 14.3 Tons Cap.
14' - 16.3 Tons Cap.

## P.T.O.

H.D. Chelsa - Direct Mount w/ Air Shift

Prime - Paint - Electrical - D.O.T. Lights
H.D. Mud Flaps.

## Price

| | |
|---|---|
| 16' | $6840.00 |
| 14' | 6640.00 |

Vol 34 P9221

# Facts About AFLAC

- **Elite Industry Acknowledgement**
  AFLAC has been named the number one insurance company by *Forbes Global* magazine (January 1999).
- **A *Fortune 500*® Company**
  AFLAC is a *Fortune 500*® company with assets exceeding $30 billion, ***insuring more than 40 million people worldwide.***
- **Top Financial Ratings**
  AFLAC is rated 'AA' in insurer financial strength by Standard & Poor's (May 1998), Aa3 (Excellent) in insurer financial strength by Moody's Investors Service (August 1998), A+ (Superior) by A.M. Best (June 1998) and 'AA' in claims-paying ability by Duff & Phelps (August 1998).
- **A World Leader in Supplemental Insurance**
  With more than 130,000 U.S. payroll accounts and nearly 48,000 in Japan, AFLAC is *number one in payroll marketing.* AFLAC is the number one provider of guaranteed-renewable supplemental insurance (*National Underwriter*, July 1998).
- **Best Place to Work**
  *Fortune* magazine named AFLAC the best insurance company to work for and the 13th best company to work for overall in its January 1999 rankings.
- **Primary Markets**
  AFLAC's primary markets are the United States and Japan. AFLAC or its affiliates are licensed to do business in all 50 states as well as in U.S. territories.
- **HONORS in Promoting Work Force Diversity**
  In 1997, *HISPANIC Magazine* ranked AFLAC among its Corporate 75, which recognizes U.S. companies providing the most opportunities for Hispanics. AFLAC also earned the National Conference of Black Mayors' President's Corporate Responsibility Award (1994) and the Atlanta Hispanic Chamber's Corporation of the Year Award (1993).
- **Focused on Quality Service**
  We are dedicated to ensuring our policyholders are the most well-protected, well-served "family" in the world. Through a process of continual improvement, AFLAC's goal is to provide service that meets the requirements of all our customers.
- **Dynamic Growth**
  AFLAC was founded in 1955 and has grown into an aggressive, multifaceted corporate structure. The insurance company, AFLAC, is the primary subsidiary of AFLAC Incorporated, a multibillion-dollar organization. The common shares of the parent corporation are traded primarily on the New York Stock Exchange.
- **Prompt, Satisfactory Claims Service**
  Our record of prompt, satisfactory claims service is excellent. A poll conducted by the Opinion Research Corporation shows that 9 out of 10 AFLAC claimants agree that we paid their claims fairly and promptly, and they would recommend our products to others (September 1997).

Source of information: Cited publications and company records January 1999

AFLAC.

Without it, no insurance is complete.

Visit our Web site at www.aflac.com.

American Family Life Assurance Company of Columbus (AFLAC)

Columbus, Georgia

A-13653BR 1/99

CountyChoice℠
Texas Association of Counties
Employee Benefits Program

# *Texas Association of Counties is now offering Voluntary Life Insurance*

Are your employees prepared if something were to happen to them? Typically, county workers are the main breadwinners for their families and most would benefit from additional life and accident insurance. As a member of the Health and Employee Benefits Pool, you now have the opportunity to give your employees access to additional protection from the financial burden of life's uncertainties.

The Texas Association of Counties is pleased to offer the following products to our members through Fort Dearborn Life Insurance Company. These are excellent benefits you can make available to your employees – at no cost to your group, and at very affordable group rates for those who enroll. Employees can choose any or all of the three options in which they would like to participate.

- **Voluntary Term Life Insurance** – Employees enrolled in basic life may select 100 percent or 200 percent of annual salary up to a maximum of $200,000. (Guaranteed issue is available if participation requirements are met and guaranteed amounts are determined by the size of your group.)

- **Voluntary Group Accident Insurance** – This coverage offers complete 24-hour protection against accidents anywhere in the world, activities on or off the job, on business, pleasure, on vacation or at home. (Limited to groups with a minimum enrollment of 10 employees.)

- **Dependents' Group Life Insurance** – Additional life coverage for spouses and/or children. (Minimum enrollment of 50 percent of employees with dependents.)

## Open Enrollment ends December 31, 2001.

Groups are required to have basic life coverage before these supplemental coverages can be offered to your county. If we can assist you in obtaining basic life coverage, please let us know.

**You need to act fast to pass along this valuable program to your employees during the open enrollment period. Call TAC's Group Health Department at 1 (800) 456-5974 to request coverage details and to schedule an enrollment date.**

Insurance programs underwritten by Fort Dearborn Life Insurance Company

P.O. Box 2131 • Austin, Texas 78768-2131 • (512) 478-8753 • (800) 456-5974 • (512) 481-8481 Fax • www.county.org

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

VOL 0034 PAGE 223

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)*: P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Robert Calver

Present mailing address *(number and street)*: 2506 RCR 1402

City, town or post office, state, ZIP code: Point TX 75472

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: A-207 FL Smith Sur. 3.325 acres

Address or location of property: 2506 RCR 1402

Account number of property: R4524

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|
| 1. | Rains County | 2001 | 10-30-01 | $ 72.34 | $ 18.57 |
| 2. | | | / / | $ | $ |
| 3. | | | / / | $ | $ |
| 4. | | | / / | $ | $ |
| 5. | | | / / | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*: over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Robert L. Calver, Sr. — Date of application for tax refund: 10-30-01

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☐ Approved ☐ Disapproved

sign here ▸ Authorized officer — Date

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)* Linda Norell — Date

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

VOL 0034 PAGE 224

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address (number and street): P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone (area code and number) |

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

**Step 1: Owner's name and address**

Owner's name: O. E. Kline

Present mailing address (number and street): 180 RCR 1250

City, town or post office, state, ZIP code: Emory TX 75440 | Phone (area code and number):

**Step 2: Describe the property**

Legal description (or attach copy of the tax bill or tax receipt): Lot 2 Fletcher Add 5.341 acres

Address or location of property: 180 RCR 1250

Account number of property: R2356 OR Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2001 | 10-30-01 | | $ 398.45 | $ 18.57 |
| 2. | | | / / | | $ | $ |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund (attach supporting documentation): Over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: O E Kline | Date of application for tax refund: 10-30-01

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☐ Approved ☐ Disapproved

sign here ▸ Authorized officer | Date

sign here ▸ Collector(s) of taxing unit(s) for refund applications over (insert amount for which governing body approval is required under Section 31.11, Tax Code): Linda Norell | Date: 11-14-01

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address (number and street): P. O. BOX 70 | |
| City, town or post office, state, ZIP code: EMORY, TEXAS 75440 | Phone (area code and number) |

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

**Step 1: Owner's name and address**

Owner's name: Geraldine Renshaw
Present mailing address (number and street): 1091 FM 3274
City, town or post office, state, ZIP code: Emory TX 75440
Phone (area code and number): 473-2775

**Step 2: Describe the property**

Legal description (or attach copy of the tax bill or tax receipt): A-267 Warren Survey 48 acres

Address or location of property: 1091 FM 3274

Account number of property: R5220 OR Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10-30-00 | | $ 452.68 | $ 18.57 |
| 2. | " " | 2001 | 11-01-01 | | $ 489.92 | $ 18.77 |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund (attach supporting documentation): over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Geraldine Renshaw — Date of application for tax refund: 11-6-2001

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☐ Approved ☐ Disapproved

sign here ▸ Authorized officer — Date

sign here ▸ Collector(s) of taxing unit(s) for refund applications over (insert amount for which governing body approval is required under Section 31.11, Tax Code): Linda Nowell — Date: 11-24-01

50-161 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

VOL. 0034 PAGE 226

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: Rains Appraisal District | Collecting tax for: (taxing units) |
| Present mailing address (number and street): P.O. Box 70 | |
| City, town or post office, state, ZIP code: Emory, Texas 75440 | Phone (area code and number) |

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

**Step 1: Owner's name and address**

Owner's name: Allen Stover

Present mailing address (number and street): 159 RCR 3330

City, town or post office, state, ZIP code: Emory TX 75440

Phone (area code and number):

**Step 2: Describe the property**

Legal description (or attach copy of the tax bill or tax receipt): A-204 Scull Survey 1 acre

Address or location of property: 159 RCR 3330

Account number of property: R4318

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10-13-00 | / | $ 196.54 | $ 18.57 |
| 2. | " " | 2001 | 10-9-01 | / | $ 207.56 | $ 18.57 |
| 3. | | | | / | $ | $ |
| 4. | | | | / | $ | $ |
| 5. | | | | / | $ | $ |

Taxpayer's reason for refund (attach supporting documentation): Over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Allen R Stover — Date of application for tax refund:

**If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.**

**Step 5: Tax refund determination**

This tax refund is ☐ Approved ☐ Disapproved

sign here ▸ Authorized officer — Date:

sign here ▸ Collector(s) of taxing unit(s) for refund applications over (insert amount for which governing body approval is required under Section 31.11 Tax Code): Linda Neill — Date: 11-14-01

50-161 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

VOL 0034 PAGE 227

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)* ~~RAINS CO. APPRAISAL DISTRICT~~ P. O. BOX 70 ~~EMORY, TEXAS 75440~~ | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Geordie Whisenhunt

Present mailing address *(number and street)*: 371 RCR 2181

City, town or post office, state, ZIP code: Emory TX 75440

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*:

A71 Despallier Survey 2.50 ac.

Address or location of property:

371 RCR 2181

Account number of property: R46088 OR Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | ~~2000~~ | 11-06-00 | | $ 89.61 | $ 19.15 |
| 2. | | | / / | | $ | $ |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

13973
.350
3000

Taxpayer's reason for refund *(attach supporting documentation)*:

Over-65 exemption

**Step 4: Sign the form**

X

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: G J Whisenhunt — Date of application for tax refund: 10-9-01.

**If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.**

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized officer: R Smith — Date: 10/11/01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Linda Noell — Date:

50-181 (Rev. 1-00'4)
[31.11 (4-82) Rule 9.3039]

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# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: Rains Appraisal District | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)*: P.O. Box 70 | |
| City, town or post office, state, ZIP code: Emory, TEXAS 75440 | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Allen Stover

Present mailing address *(number and street)*: 159 RCR 3330

City, town or post office, state, ZIP code: Emory TX 75440

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: A-204 Scull Survey 1 acre

Address or location of property: 159 RCR 3330

Account number of property: R4318

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10-13-00 | $ 196.54 | $ 18.57 |
| 2. | " " | 2001 | 10-9-01 | $ 207.56 | $ 18.57 |
| 3. | | | / | $ | $ |
| 4. | | | / | $ | $ |
| 5. | | | / | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*: Over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Allen R Stover — Date of application for tax refund:

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized officer: [signature] — Date: 28 Nov 01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11 Tax Code)*: Linda Noll — Date: 11-14-01

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

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# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)*: P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Geraldine Renshaw

Present mailing address *(number and street)*: 1091 FM 3274

City, town or post office, state, ZIP code: Emory TX 75440

Phone *(area code and number)*: 473-2775

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*:

A-267 Warren Survey 48 acres

Address or location of property:

1091 FM 3274

Account number of property: R5220

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10-30-00 | | $ 452.68 | $ 18.57 |
| 2. | " " | 2001 | 11-01-01 | | $ 489.92 | $ 18.77 |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*:

over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Geraldine Renshaw — Date of application for tax refund: 11-6-2001

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized officer: [signature] — Date: 28 Nov 01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Linda Nowell — Date: 11-24-01

50-181 (Rev. 1-00/4)
[31.11 (4-92) Rule 9.3039]

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# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address (number and street): P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone (area code and number) |

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

**Step 1: Owner's name and address**

Owner's name: O. E. Kline

Present mailing address (number and street): 180 RCR 1250

City, town or post office, state, ZIP code: Emory TX 75440 | Phone (area code and number):

**Step 2: Describe the property**

Legal description (or attach copy of the tax bill or tax receipt): Lot 2 Fletcher Add 5.341 acres

Address or location of property: 180 RCR 1250

Account number of property: R2356 OR Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2001 | 10-30-01 | / | $ 398.45 | $ 18.57 |
| 2. | | | / | / | $ | $ |
| 3. | | | / | / | $ | $ |
| 4. | | | / | / | $ | $ |
| 5. | | | / | / | $ | $ |

Taxpayer's reason for refund (attach supporting documentation): Over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here Signature: O E Kline | Date of application for tax refund: 10-30-01

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here Authorized officer: R Sirk | Date: 28 Nov-01

sign here Collector(s) of taxing unit(s) for refund applications over (insert amount for which governing body approval is required under Section 31.11, Tax Code): Linda Norell | Date: 11-14-01

50-181 (Rev. 1-00 4)
[31.11 (4-62) Rule 9.3039]

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# APPLICATION FOR TAX REFUND

| Collecting office name | Collecting tax for: (taxing units) |
|---|---|
| RAINS CO. APPRAISAL DISTRICT | |
| Present mailing address *(number and street)* P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Robert Calver

Present mailing address *(number and street)*: 2506 RCR 1402

City, town or post office, state, ZIP code: Point TX 75472

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: A-207 FC Smith Sur. 3.325 acres

Address or location of property: 2506 RCR 1402

Account number of property: R4524

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|
| 1. | Rains County | 2001 | 10-30-01 | $ 72.34 | $ 18.57 |
| 2. | | | / / | $ | $ |
| 3. | | | / / | $ | $ |
| 4. | | | / / | $ | $ |
| 5. | | | / / | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*: over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Robert L. Calver, Sr. — Date of application for tax refund: 10-30-01

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized officer: [signature] — Date: 30 Nov 01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Linda Norvell — Date:

To: Rains County
Subject: Work hours, Acting Justice of the Peace
From: Mickey Cooper
Submission Date: November 26, 2001

October
6th, 1 1/2 hours
10th, 2 hours
11th, 2 hours
12th, 2 hours
13th, 1 hour
14th, 2 hours
15th, 4 hours
16th, 4 hours
17th, 3 hours
18th, 2 hours
19th, 1 1/2 hours
20th, 1 1/2 hours
21st, 1 1/2 hours
22nd,8 hours
23rd, 1 hour
24th, 1 hour
26th, 2 hours
27th, 1 hour
28th, 2 hours
29th, 3 hours
30th, 6 hours
31st, 3 hours
Total for Month 55 hours

November
1st. 1 hour
2nd, 1 hour
3rd, 1 1/2 hours
4th, 1 hour
5th, 8 hours
6th, 5 hours
7th, 8 hours
8th, 7 hours
9th, 8 hours
10th, 1 hour
11th, 1 hour
12th, 1 hour
13th, 5 hours
14th, 8 hours
15th, 8 hours
16th, 8 hours
19th, 6 hours
20th, 8 hours
21st, 5 hours
22nd, 1 hour
23rd, 2 hours
24th, 1 hour
26th, 6 hours
Total for Month 101 1/2 hours

Total hours payment requested on is 156 1/2 .

Mickey Cooper

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STATE OF TEXAS
OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION

RICK PERRY
GOVERNOR

**MEMORANDUM**

**DATE:** April 11, 2001

**TO:** Texas Crime Stoppers Association

**FROM:** Texas Crime Stoppers

**RE:** Certification

Enclosed please find your certification certificate, which is valid until March 29, 2003. You are now eligible to collect probation fees from your adult probation department, and to apply for training and technical assistance funds from Southwest Texas State University.

If you have any questions please call me at (512) 463-1784.

Joseph E. Dickens

Joseph E. Dickens
Texas Crime Stoppers Coordinator

POST OFFICE BOX 12428 AUSTIN, TEXAS 78711 (512) 463-1919 (VOICE)/(512) 475-2042 (FAX)

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# Texas Crime Stoppers Association Incorporated

Post Office Box 7402
Pasadena, Texas 77508
Phone: 281-842-7424 Fax: 281-842-7440

Officers:
Chairman
Leroy J. Wormley, Jr.
Austin, Texas
Vice-Chair
Susan Rogers
Odessa, Texas
Secretary
Denise Janeway
Montgomery County
Treasurer
William Hauberger
Paris, Texas
Parliamentarian
Bill Page
Abilene, Texas
Member at Large #1
Darrell Bush
Jefferson County, Texas
Member at Large #2
Sheriff Gerald Yezak
Robertson County, Texas
Member at Large #3
Jim White
Tarrant County, Texas
Member at Large #4
Patricia McDaniel
Austin, Texas
Campus Representative
Bobby Rachel
Mesquite, Texas
Sergeant at Arms
Todd Varner
Paris, Texas

RECEIVED
NOV 06 2001

October 22, 2001

County Court
The Honorable Robert M. Sisk
P.O. Box 158
Emory, Texas 75440-0158

Dear Honorable Judge Sisk:

The purpose of this letter is to ask you to support Crime Stoppers by imposing a fee upon defendants on community supervision under the provisions of Art. 42.12, Sec. 11 (a) (21), Code of Criminal Procedure. The Texas Crime Stoppers Association, Inc., is a certified program under Chapter 414 of the Government Code, and as such is eligible to receive such fees. As you are likely aware, Crime Stoppers pays rewards for information that leads to the arrest of persons charged with a crime. Persons who call with information receive a tip number; their identity remains anonymous. All information is immediately forwarded to the appropriate law enforcement agency. The fees generated by defendants on community supervision are used only to pay rewards; not more than 20 percent may be used for administrative costs.

The Texas Crime Stoppers Association has developed a new program to support those counties that do not have their own certified Crime Stoppers program. We will advertise our statewide Crime Stoppers hotline number in your county, and our association will pay rewards on those eligible tips generated from your county. Since your county does not have a certified program, we will arrange for payment to be made at a location in your area by one of our member programs. Every one of our member programs is certified, and all have systems in place to ensure that callers' identities remain anonymous.

Please find enclosed a copy of the Texas Crime Stoppers Association's certification. One of our staff members will call you to follow up on this letter. If you have any questions, please contact our Administrative Director, Bernie Anderson at 281-842-7424, or me at 512-823-7412.

Sincerely,

Leroy J. Wormley, Jr.
Chairman

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Office of the Governor ★ Criminal Justice Division

# Texas Crime Stoppers

## 2001
## Certificate of Recertification

**Texas Crime Stoppers Association**

Presented this 29th day of March, 2001

*This certificate expires on March 29, 2003.*

Richard R. Nedelkoff
Interim Director
Texas Crime Stoppers Advisory Council

OCT 26 2001 16:09 FR TX CRIME STOPPERS 512 475 1467 TO 99365383235 P.03/03

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# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT
RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 12th of December, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS
Review and Discuss Payment of Accounts

## OPEN FORUM
Citizens and Court Comments

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

**I. COMMITTEE & DEPARTMENTAL REPORTS**

1. 18206 a. Litter Abatement Results. (Roland)
   b. Status of county roads & bridges. (Jones)

**II. FINANCIAL REPORT AND MINUTES**

2. 18408 Approve or disapprove warrants authorizing payment of accounts.

3. 18504 Approve or disapprove line item transfers, if applicable.

4. 18505 Approve or disapprove budget amendments, if applicable.

5. 18506 Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable.

6. 18546 Approve or disapprove minutes of previous meetings.

**III. OLD BUSINESS**

7. 2A463 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

8. 2A 640 Review and take action, if any, concerning the Courthouse Annex project:
   a. Purchase of a buffer for the county offices.
   b. Approve proposal submitted by Ross Construction regarding the retaining wall.

9. 2B 115 Review and take action on the Courthouse preservation project.

10. 2B 128 Review and take action, if any, on all jail expansion issues.

## IV. NEW BUSINESS

11. 2B 157 Public hearing to discuss the Adoption of an Order Adopting Rules of Rains County, Texas for on-site sewage facilities.(Roland)

12. 2B 157 Take any and all actions necessary for Rains County to become an authorized agent of the Texas Natural Resource Conservation Commission for the purpose of regulating on-site sewage facilities and to appoint a designated representative.(Roland)

13. 2A 185 Discuss Dallas Water right-of-way and road maintenance. (McEnturff/Hayes/Little)

14. 2A 140 Executive Session-Consult with Attorney IAW 551.072 - Discuss and take action on matter concerning road right-of-way on Co. Road #2425.(Malone)

15. 2B 160 Approve $500.00 additional costs for repairs to Voting Box 1, Pct#2.(Malone)

16. 2B 230 Discuss and approve purchase and contract change for storage building for the County Agricultural Extension Office.(Bishop)

17. 2B 253 Develop an Exposure Control Plan for the county.(Sisk)

18. 2B 363 Discuss and approve Contract for Assessment and Collection Services for the Rains County Appraisal District.(Sisk)

19. 2B 336 Approve changes in County Holidays.(Malone)

20. 2B 418 Define comp-time hours for county employees.

21. 3B 014 Discuss Fire District and Special Elections.(Sisk)

22. 3A 009 Discuss replacement position for the Fire District.(Sisk)

23. 3A 0 Discuss Governmental Collectors Association of Texas, the percentage rates, and process which they take collections for the county regarding court fines, fees, etc.(Sisk)

24. 3A 038 Approve contract change on the storage building for the Rains County Annex.(Sisk & Bishop)

25. 3A 045 Approve changes to the Counties National Flood Insurance.(Sisk)

26. 3A 047 Revise County Insurance coverage.(Sisk)

27. 3A 185 Discuss opinions and support matters regarding Crime Stoppers Watch for Rains County.(Sisk)

28. 3B 197 Discuss any and all personnel matters.

**EXECUTIVE SESSION**

During the course of the meeting covered by this notice, should the court determine that a closed or executive meeting or session of the Court be required, then such closed or executive meeting or session as authorized by Section 551.071 through 551.076 of the Texas Government Code shall be held by the Court at the date, hour, and place given in this notice or shortly thereafter. Sections **551.071**-Consult With An Attorney; **551.072**-Real Property; **551.073**-Prospective Gifts; **551.074**-Personnel Matters; **551.075**-Conference With Employees; **551.076**-Security Devices.

**CERTIFICATION**

ATTEST: RSisk

Robert M. Sisk
Judge - 12 December 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

THE STATE OF TEXAS §
§
§
§
COUNTY OF RAINS §

RAINS COUNTY
COMMISSIONERS
COURT

**DECEMBER 12, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 12TH DAY OF DECEMBER, 2001, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COUNTY COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, DECEMBER 12, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON WEDNESDAY, THE 12TH DAY OF DECEMBER, 2001.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

Tape 1A 670 A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TAKE A TEN MINUTE RECESS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED IN OPEN COURT AT 10:18 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

Item 11 & 12) Tape 1A 690 A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO GO INTO A PUBLIC HEARING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

LEE ROLAND ADDRESSED THE COURT WITH THE BACKGROUND OF THE TEXAS NATURAL RESOURCE CONVERSATION COMMISSION'S DESIGN CRITERIA FOR RAINS COUNTY TO REGULATE THE SEWAGE SYSTEMS. HE POINTED OUT THE ADVANTAGES AND SUMMARIZED THE ORDER ADOPTING THE RULES[1] FOR RAINS COUNTY AS THE AUTHORIZED AGENT AND FOR THE DESIGNATED REPRESENTATIVE FOR THE TNRCC. HE RECOMMENDED THAT THE COURT SET THE FEES FOR RAINS

[1]ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES ATTACHED

COUNTY AT A LATER DATE.

ROY SPENCE ADDRESSED THE COURT TO EXPRESS HIS APPROVAL FOR A RAINS COUNTY LICENSED REPRESENTATIVE FOR THE TNRCC.

DISCUSSION

Tape 1B 154 A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO CLOSE THE PUBLIC HEARING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING SENATE BILL 7.

SHERIFF WILSON BRIEFED THE COURT ON SENATE BILL 7 CONCERNING TIME LIMITS FOR ARRAIGNMENTS.

1) Tape 1B 206 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT

a. LEE ROLAND SUBMITTED ORAL AND WRITTEN REPORT.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

MR. SHEFFIELD ADDRESSED THE COURT AND THANKED THE COURT FOR HIS APPOINTMENT TO THE TAX APPRAISAL BOARD.

Tape 1B 247 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

b) A. J. JONES, COUNTY ROADS & BRIDGES, SUBMITTED ORAL AND WRITTEN REPORT.

2) Tape 1B 408 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO AUTHORIZE PAYMENT EXCEPT FOR WARRANT 11.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1B 450 NO ACTION.

4) Tape 1B 450 NO ACTION

5) Tape 1B 450 THE MATTER OF *APPROVING OR DISAPPROVING TREASURER'S MONTHLY AND QUARTERLY REPORTS* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO APPROVE THE TREASURER'S MONTHLY AND QUARTERLY REPORTS[2].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

6) Tape 1B 540 THE MATTER OF *APPROVING OR DISAPPROVING THE MINUTES OF PREVIOUS MEETINGS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

14) Tape 1B 556 THE MATTER OF THE *ROAD RIGHT-OF-WAY ON COUNTY ROAD # 2425* CAME TO THE ATTENTION OF THE COURT.

STACY CAMPBELL ADDRESSED THE COURT ON PROBLEMS WITH COUNTY ROAD #2425.

JOHN BRIGGS ADDRESSED THE COURT CONCERNING COUNTY ROAD #2425.

ROBERT KLEIN ADDRESSED THE COURT CONCERNING COUNTY ROAD #2425 AND PRESENTED THE COURT WITH AFFIDAVITS FROM HAZEL PANTER[3], MONTEEN LEWIS[4] AND GEORGE R. WHITUS[5] AND READ THE GENERAL AUTHORITY OF

---

[2]GENERAL LEDGER, MONTH ENDING 11/30/2001 AND COMMISSIONERS COURT REGISTER DATED 12/12/01

[3]AFFIDAVIT FROM HAZEL PANTER DATED 12-10-01

[4]AFFIDAVIT FROM MONTEEN LEWIS DATED 12-10-01

[5]AFFIDAVIT FROM GEORGE R. WHITUS DATED 12-10-01

COMMISSIONERS COURT SECTION 251.051[6].

PAT HILL ADDRESSED THE COURT CONCERNING COUNTY ROAD #2425.

Tape 2A 74 A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO GO INTO EXECUTIVE SESSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED IN OPEN COURT AT 1:35 P.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

Tape 2A 140 THE MATTER OF THE *ROAD RIGHT-OF-WAY ON COUNTY ROAD # 2425* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK ADDRESSED THE COURT AND READ THE TRANSPORTATION CODE SECTION 251.007 (c)(1)[7] a third-class road may be less than 40 but not less than 20 feet wide; and (2) the causeway on a third-class may be less than 16 but not less than 12 feet wide. JUDGE ROBERT SISK STATED "AS LONG AS THE ROAD MEETS THE LEGAL REQUIREMENT OF A CLASS C ROAD, THERE CAN BE NO VIOLATION OF PENAL CODE SECTION 42.03[8]. THERE IS NOT A LEGAL DESCRIPTION SPECIFYING THE LOCATION OF THE ROAD. IF ANY PARTY WANTS TO GET A LEGAL DESCRIPTION OF THE ROAD'S LOCATION (INCLUDING A PRESCRIPTIVE EASEMENT), THAT PARTY NEEDS TO FILE A SUIT IN DISTRICT COURT TO ESTABLISH THE SAME."

13) Tape 2A 185 THE MATTER OF *DISCUSSING DALLAS WATER RIGHT-OF-WAY AND ROAD MAINTENANCE.* CAME TO THE ATTENTION OF THE COURT

JOHN LITTLE ADDRESSED THE COURT CONCERNING THE DALLAS WATER RIGHT-OF-WAY.

DISCUSSION

7) Tape 2A 463 THE MATTER OF *COURTHOUSE BEAUTIFICATION, I.E., SPRINKLER SYSTEM, GRASS, LIGHTING, COURTHOUSE PARKING LOT, AND TRAFFIC*

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[6]SECTION 251.051 TRANSPORTATION CODE

[7]SECTION 251.007 TRANSPORTATION CODE

[8]PENAL CODE SECTION 42.03

*FLOW AROUND THE SQUARE* CAME TO THE ATTENTION OF THE COURT

DISCUSSION CONCERNING MODIFICATIONS TO THE PARKING AROUND THE COURTHOUSE SUCH AS EXTENDING THE CURBS AND CHANGING THE FLOW OF TRAFFIC AT A COST OF $2,700.00 FOR THE TOTAL MODIFICATION TO THE PARKING ON THE SQUARE.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO EXTEND THE CURBS AROUND THE COURTHOUSE ON THE SQUARE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

8) Tape 2A 640 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, CONCERNING THE COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT

DISCUSSION CONCERNING THE NEED TO PURCHASE A BUFFER

Tape 2A 640 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO PURCHASE A BUFFER NOT TO EXCEED THE SUM OF $975.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

DISCUSSION CONCERNING THE PROPOSALS[9] SUBMITTED REGARDING THE RETAINING WALL FROM ROSS CONSTRUCTION, WILLIE MORNES, HOOTENS, PATRICK CONSTRUCTION AND COLLINS.

Tape 2B 101 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY EVELYN MALONE TO ACCEPT THE PROPOSAL FROM WILLIE MORNES WITH THE STIPULATION OF USING STANDARD CONCRETE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY

Tape 2B 108 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO DISAPPROVE THE PROPOSAL SUBMITTED

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[9]PROPOSALS FOR RETAINING WALL

BY ROSS CONSTRUCTION REGARDING THE RETAINING WALL AS STATED ON THE AGENDA AS ITEM 8 B.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

9) Tape 2B 114 THE MATTER OF *REVIEWING AND TAKING ACTION ON THE COURTHOUSE PRESERVATION PROJECT* CAME TO THE ATTENTION OF THE COURT.

JUDGE SISK ADDRESSED THE COURT CONCERNING WORK DONE

NO ACTION

10) Tape 2B 128 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, ON ALL JAIL EXPANSION ISSUES* CAME TO THE ATTENTION OF THE COURT.

JUDGE SISK ADVISED THE COURT CONCERNING THE LETTER[10] TO NORRIS FLETCHER, LETTER[11] FROM ALLISON, BASS & ASSOCIATES WITH LEGAL ADVICE AND ADVICE FROM ROBERT VITITOW.

DISCUSSION

Tape 2B 128 A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO FORWARD THE LETTER TO NORRIS D. FLETCHER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

11 & 12) Tape 2B 157 THE MATTER *OF DISCUSSING THE ADOPTION OF AN ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES AND TAKING ANY AND ALL ACTIONS NECESSARY FOR RAINS COUNTY TO BECOME AN AUTHORIZED AGENT OF THE TEXAS NATURAL RESOURCE CONSERVATION COMMISSION FOR THE PURPOSE OF REGULATING ON-SITE SEWAGE FACILITIES AND TO APPOINT A DESIGNATED REPRESENTATIVE* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO TABLE ANY ACTION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY,

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[10]LETTER DATED 12/10/2001 TO NORRIS D. FLETCHER

[11]LETTER DATED 12/7/2001 FROM ALLISON, BASS & ASSOCIATES

MOTION CARRIED UNANIMOUSLY.

15) Tape 2B 160 THE MATTER *APPROVING $500.00 ADDITIONAL COSTS FOR REPAIRS TO VOTING BOX 1, PCT #2* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO APPROVE THE $500.00 ADDITIONAL COSTS FOR REPAIRS TO VOTING BOX 1, PCT # 2.

COMMISSIONERS VOTING AYE: EVELYN MALONE, GARY BISHOP AND RAYFORD BRIGGS

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: VIRGIL MCENTURFF

MOTION CARRIED.

16) Tape 2B 230 THE MATTER TO *APPROVE PURCHASE AND CONTRACT CHANGE FOR STORAGE BUILDING FOR THE COUNTY AGRICULTURAL EXTENSION OFFICE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 2B 253 THE MATTER OF *DEVELOPING AN EXPOSURE CONTROL PLAN FOR THE COUNTY* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

18) Tape 2B 263 THE MATTER OF *APPROVING CONTRACT FOR ASSESSMENT AND COLLECTION SERVICES FOR THE RAINS COUNTY APPRAISAL DISTRICT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO APPROVE THE CONTRACT[12] FOR ASSESSMENT

[12]LETTER DATED 10/16/2001 WITH CONTRACT

AND COLLECTION SERVICES FOR THE RAINS COUNTY APPRAISAL DISTRICT

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

19) Tape 2B 326 THE MATTER OF *APPROVING CHANGES IN COUNTY HOLIDAYS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY GARY BISHOP TO REMOVE FEBRUARY 18 FROM THE RAINS COUNTY HOLIDAY AND ADD DECEMBER 24 TO THE RAINS COUNTY HOLIDAY.

COMMISSIONERS VOTING AYE: EVELYN MALONE, GARY BISHOP AND VIRGIL MCENTURFF

COMMISSIONERS VOTING NAY: NONE

COMMISSIONERS ABSTAINING: RAYFORD BRIGGS

MOTION CARRIED.

20) Tape 2B 418 THE MATTER OF *DEFINING COMP-TIME HOURS FOR COUNTY EMPLOYEES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION CONCERNING COMP-TIME. JUDGE SISK ADVISED FAIR LABOR STANDARDS ACT[13] IS INCLUDED.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY GARY BISHOP TO ESTABLISH A POLICY TO GRANT COMP-TIME TO BE USED DURING THE NEXT QUARTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

21) Tape 2B 714 THE MATTER OF *FIRE DISTRICT AND SPECIAL ELECTIONS* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

22) Tape 3A 009 THE MATTER OF *REPLACEMENT POSITION FOR THE FIRE DISTRICT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

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[13]LETTER DATED 11/29/2001 WITH FAIR LABOR STANDARDS ACT (FLSA)

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE DONNA JACKS, SECRETARY-TREASURER FOR THE POSITION FOR THE FIRE DISTRICT.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

23) Tape 3A 033 THE MATTER OF *DISCUSSING GOVERNMENTAL COLLECTERS ASSOCIATION OF TEXAS* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

24) Tape 3A 038 THE MATTER OF *APPROVING CONTRACT CHANGES ON THE STORAGE BUILDING FOR THE RAINS COUNTY ANNEX* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION REGARDING DOUBLE DOORS FOR THE STORAGE BUILDING.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE CONTRACT CHANGE FOR STORAGE BUILDING.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

25) Tape 3A 045 THE MATTER OF *APPROVING CHANGES TO THE COUNTIES NATIONAL FLOOD INSURANCE* CAME TO THE ATTENTION OF THE COURT.

26) Tape 3A 047 THE MATTER OF *REVISING COUNTY INSURANCE COVERAGE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO ACCEPT THE CHANGES IN THE COUNTY INSURANCE COVERAGE[14].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

27) Tape 3A 185 THE MATTER OF *SUPPORTING CRIME STOPPERS WATCH FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

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[14]COPY OF INSURANCE COVERAGE POLICIES

NO ACTION

28) Tape 3A 194 THE MATTER OF *PERSONNEL MATTERS* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R M Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT RAINS COUNTY TEXAS

MINUTES APPROVED THIS 9th DAY OF Jan, 2002.

# ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES

## PREAMBLE

WHEREAS, the Texas Natural Resource Conservation Commission has established Design Criteria for on-site sewage facilities to provide the citizens of this State with adequate public health protection and a minimum of environmental pollution; and

WHEREAS, the Legislature has enacted legislation, codified as Texas Health and Safety Code, Chapter 366, which authorizes a local government to regulate the use of on-site sewage disposal facilities in its jurisdiction in order to abate or prevent pollution, or injury to public health arising out of the use of on-site sewage facilities; and

WHEREAS, due notice was given of a meeting and public hearing to determine whether the Commissioners Court of Rains County, Texas should enact an order controlling or prohibiting the installation or use of on-site sewage facilities in the County of Rains, Texas; and

WHEREAS, said meeting and public hearing were held in accordance with the notice thereof, and the evidence and arguments there presented were considered by the Commissioner Court of Rains County, Texas; and

WHEREAS, the Commissioners Court of Rains County, Texas finds that the use of on-site sewage facilities in Rains County, Texas is causing or may cause pollution, and is injuring or may injure the public health; and

WHEREAS, the Commissioners Court of Rains County, Texas has considered the matter and deems it appropriate to enact an Order adopting Rules regulating on-site sewage facilities to abate or prevent pollution, or injury to public health in Rains County, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE COMMISSIONERS COURT OF RAINS COUNTY, TEXAS:

SECTION 1. THAT the matters and facts recited in the preamble hereof are hereby found and determined to be true and correct;

SECTION 2. THAT the use of on-site sewage facilities in Rains County, Texas is causing or may cause pollution or is injuring or may injure the public health;

SECTION 3. That an Order for Rains County, Texas BE adopted entitled "On-Site

Sewage Disposal", which shall read as follows:

AN ORDER ENTITLED ON-SITE SEWAGE DISPOSAL

SECTION 4. CONFLICTS.

All orders or parts of the Orders of Rains County, Texas not consistent with or in conflict with the provisions of this Order are hereby repealed.

SECTION 5. ADOPTING CHAPTER 366.

The County of Rains, Texas clearly understands the technical criteria, legal requirements, and administrative procedures and duties associated with regulating on-site sewage facilities, does adopt and will fully enforce Chapter 366 of the Texas Health and Safety Code.

SECTION 6. AREA OF JURISDICTION.

(a) The Rules shall apply to all the area lying in Rains County, Texas, except for the area regulated under an existing Rule and the areas within incorporated cities.

(b) These Rules shall apply to those incorporated cities or towns that have executed intergovernmental contracts with Rains County, Texas.

SECTION 7. ON-SITE SEWAGE FACILITY RULES.

Any structure discharging sewage into an on-site sewage facility within the jurisdictional area of Rains County, Texas must comply with the Rules adopted in Section 8 of this Order.

SECTION 8. ON-SITE SEWAGE FACILITY RULES ADOPTED.

The Rules ("Design Criteria for On-site Sewage Facilities" and Administrative Rules 30 TAC 285.1 - 285.91, attached hereto, promulgated by the Texas Natural Resource Conservation Commission for on-site sewage systems are hereby adopted, and all officials and employees of Rains County, Texas having duties under said Rules are authorized to perform such duties as are required of them under said Rules.

SECTION 9. INCORPORATION BY REFERENCE.

The Design Criteria and all future amendments and revisions thereto are incorporated by reference and are thus made apart of these Rules. A copy of the current Design Criteria is attached to these Rules as Appendix I..

SECTION 10 . DUTIES AND POWERS

The designated representative of County, Texas is an individual who holds a valid license issued by the executive director according to Chapter 30 of the Texas Administrative Code, and who is designated by the authorized agent to review permit applications, site evaluations, or planning materials, or conduct inspections of OSSFs

SECTION 11. COLLECTION OF FEES.

All fees collected for permits and/or inspections shall be made payable to Rains County, Texas.

SECTION 12. APPEALS

Persons aggrieved by an action or decision of the designated representative may appeal such action or decision to the Commissioners Court of Rains County, Texas.

SECTION 13. PENALTIES.

This order adopts and incorporates all applicable penalty provisions related to on-site sewage facilities, which includes, but is not limited to, those found in Chapters 341 and 366 of the Texas Health and Safety Code, Chapter 26 of the Texas Water Code and 30 Tac Chapter 285.

SECTION 14. SEVERABILITY

It is hereby declared to be the intention of the Commissioners Court of Rains County, Texas that the phrases, clauses, sentences, paragraphs, and sections of this Order are severable, and if any phrase, clause, sentence, paragraph, or section of the Order should be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Order, since the same would have been enacted by the Commissioners Court without incorporation in this Order of such unconstitutional phrases, clause, sentence, paragraph, or section.

SECTION 15. RELINQUISHMENT OF ORDER

If the Commissioners Court of Rains County, Texas decides that it no longer wishes to regulate on-site sewage facilities in its area of jurisdiction, the Commissioners Court shall follow the procedures outlined below:

(a) The Commissioners Court shall inform the Texas Natural Resource Conservation Commission by certified mail at least 30 days before the published date of the public hearing notice that it wishes to relinquish its On-site Sewage Facility Order.

(b) The authorized agent shall post the required public notice in a newspaper regularly

published or circulated in the area of jurisdiction at least 30 days prior to the anticipated date of action by the authorized agent.

(c) The authorized agent shall send a copy of the public notice, a publisher's affidavit of public notice, and a certified copy of the minutes to the Texas Natural Resource Conservation Commission.

(d) The executive director shall process the request for relinquishment and may issue an order relinquishing the authority to regulate OSSF's within the authorized agent's jurisdiction or may refer the request to relinquish to the commission.

(e) Prior to issuance of a relinquishment order the local governmental entity and the executive director shall determine the exact date the authorized agent would surrender its authorized agent designation to the executive director.

SECTION 16. EFFECTIVE DATE

This Order shall be in full force and effect from and after its date of approval as required by law and upon the approval of the Texas Natural Resource Conservation Commission.

AND IT IS SO ORDERED:

PASSED AND APPROVED THIS 12 th DAY OF December, 2001.

_____
County Judge

_____
Commissioner Precinct 1

_____
Commissioner Precinct 2

_____
Commissioner Precinct 3

_____
Commissioner Precinct 4

(SEAL)

ATTEST:

_____
County Clerk

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# CH-285

On-Site Sewage Facilities
(06/13/01)

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## SUBCHAPTER A: GENERAL PROVISIONS
## §§285.1 - 285.7
## Effective June 13, 2001

### §285.1. Purpose and Applicability.

(a) Purpose. The purpose of this chapter is to provide a comprehensive regulatory program for the management of on-site sewage facilities (OSSFs), as prescribed by the Texas Health and Safety Code, Chapter 366. This chapter establishes minimum standards for planning materials, construction, installation, alteration, repair, extension, operation, maintenance, permitting, and inspection of OSSFs. This chapter also provides the procedures for licensing of installers and designated representatives, registration of apprentices, and the designation of local governmental entities as authorized agents. Unauthorized discharge of effluent into or adjacent to the waters in the state is prohibited.

(b) Applicability. This chapter applies to:

(1) any person who has an ownership interest in an OSSF; or

(2) any person who participates in any activity relating to the development of planning materials, construction, installation, alteration, repair, extension, operation, maintenance, permitting, inspection, or investigation of an OSSF; or

(3) any governmental entity that is, desires to be, or was, designated as an authorized agent.

Adopted May 23, 2001 Effective June 13, 2001

### §285.2. Definitions.

The following words and terms in this section are in addition to the definitions in Chapter 3 of this title (relating to Definitions). The words and terms in this section, when used in this chapter, shall have the following meanings:

(1) **Aerobic digestion** - The bacterial decomposition and stabilization of sewage in the presence of free oxygen.

(2) **Alter** - To change an OSSF resulting in:

(A) an increase in the volume of permitted flow;

(B) a change in the nature of permitted influent;

(C) a change from the planning materials approved by the permitting authority;

(D) a change in construction; or

(E) an increase, lengthening, or expansion of the treatment or disposal system.

(3) **Anaerobic digestion** - The bacterial decomposition and stabilization of sewage in the absence of free oxygen.

(4) **Apprentice** - An individual who has been properly registered with the executive director, and is undertaking a training program under the direct supervision of a licensed installer.

(5) **Authorization to Construct** - Written permission from the permitting authority to construct an OSSF showing the date the permission was granted. The authorization to construct is the first part of the permit.

(6) **Authorized agent** - A local governmental entity that has been delegated the authority by the executive director to implement and enforce the rules adopted under Texas Health and Safety Code, Chapter 366.

(7) **Borehole** - A drilled hole four feet or greater in depth and one to three feet in diameter.

(8) **Certificate of registration** - The license held by an individual that allows an individual to perform specific tasks under these rules, and that is issued by the executive director.

(9) **Certified professional soil scientist** - An individual who has met the certification requirements of the American Society of Agronomy to engage in the practice of soil science.

(10) **Cesspool** - A non-watertight, covered receptacle intended for the receipt and partial treatment of sewage. This device is constructed such that its sidewalls and bottom are open-jointed to allow the gradual discharge of liquids while retaining the solids for anaerobic decomposition.

(11) **Cluster system** - A sewage collection, treatment, and disposal system designed to serve two or more sewage-generating units on separate legal tracts where the total combined flow from all units does not exceed 5,000 gallons per day.

(12) **Commercial or institutional facility** - Any building that is not used as a single-family dwelling or duplex.

(13) **Compensation** - A payment to construct, alter, repair, extend, maintain, or install an OSSF. Payment may be in the form of cash, check, charge, or other form of monetary exchange or exchange of property or services for service rendered.

(14) **Composting toilet** - A self-contained treatment and disposal facility constructed to decompose non-waterborne human wastes through bacterial action.

(15) **Condensate drain** - A pipe that is used for the disposal of water generated by air conditioners, refrigeration equipment, or other equipment.

(16) **Construct** - To engage in any activity related to the installation, alteration, extension, or repair of an OSSF, including all activities from disturbing the soils through connecting the system to the building or property served by the OSSF. Activities relating to a site evaluation are not considered construction.

(17) **Delegate** - The executive director's act of assigning authority to implement the OSSF program under this chapter.

(18) **Designated representative** - An individual who holds a valid license issued by the executive director, and who is designated by the authorized agent to conduct site evaluations, percolation tests, system designs, and inspections.

(19) **Direct communication** - The demonstrated ability of an installer and the apprentice to communicate immediately with each other in person, by telephone, or by radio.

(20) **Direct supervision** - The responsibility of an installer to oversee, direct, and approve all actions of an apprentice relating to the construction of an OSSF.

(21) **Discharge** - To deposit, conduct, drain, emit, throw, run, allow to seep, or otherwise release or dispose of, or to allow, permit, or suffer any of these acts or omissions.

(22) **Edwards Aquifer** - That portion of an arcuate belt of porous, waterbearing predominantly carbonate rocks (limestones) known as the Edwards (Balcones Fault Zone) Aquifer trending from west to east to northeast in Kinney, Uvalde, Medina, Bexar, Comal, Hays, Travis, and Williamson Counties; and composed of the Salmon Peak Limestone, McKnight Formation, West Nueces Formation, Devil's River Limestone, Person Formation, Kainer Formation, Edwards Group, and Georgetown Formation, or as amended under Chapter 213 of this title (relating to Edwards Aquifer). The permeable aquifer units generally overlie the less-permeable Glen Rose Formation to the south, overlie the less-permeable Comanche Peak and Walnut formations north of the Colorado River, and underlie the less-permeable Del Rio Clay regionally.

(23) **Edwards Aquifer Recharge zone** - That area where the stratigraphic units constituting the Edwards Aquifer crop out, including the outcrops of other geologic formations in proximity to the Edwards Aquifer, where caves, sinkholes, faults, fractures, or other permeable features would create a potential for recharge of surface waters into the Edwards Aquifer. The recharge zone is identified as a geographic area delineated on official maps located in the appropriate regional office and groundwater conservation district, or as amended by Chapter 213 of this title.

(24) **Extend** - To alter an OSSF resulting in an increase in capacity, lengthening, or expansion of the existing treatment or disposal system.

(25) **Floodplain (100-year)** - Any area susceptible to inundation by flood waters from any source and subject to the statistical 100-year flood (has a 1% chance of flooding each year).

(26) **Floodway** - The channel of a watercourse and the adjacent land areas (within a portion of the 100-year floodplain) that must be reserved in order to discharge the 100-year flood without cumulatively increasing the water surface elevation more than one foot above the 100-year flood elevation before encroachment into the 100-year floodplain.

(27) **Geotextile filter fabric** - A non-woven fabric suitable for wastewater applications.

(28) **Gravel-less drainfield pipe** - An eight-inch or ten-inch diameter geotextile fabric-wrapped piping product without gravel or media.

(29) **Grease interceptor** - Floatation chambers where grease floats to the water surface and is retained while the clearer water underneath is discharged.

(30) **Groundwater** - Subsurface water occurring in soils and geologic formations that are fully saturated either year-round or on a seasonal or intermittent basis.

(31) **Holding tank** - A watertight container equipped with a high-level alarm used to receive and store sewage pending its delivery to an approved treatment process.

(32) **Individual** - A single living human being.

(33) **Install** - To put in place or construct any portion of an OSSF.

(34) **Installer** - An individual who is compensated by another to construct an OSSF.

(35) **License** - The document issued by the executive director approving an individual to perform duties authorized under this chapter.

(36) **Local governmental entity** - A municipality, county, river authority, or special district, including groundwater conservation districts, soil and water conservation districts, and public health districts.

(37) **Maintenance** - Required or routine performance checks, examinations, upkeep, cleaning, or mechanical adjustments to an OSSF, including replacement of pumps, filters, aerator lines, valves, or electrical components. Maintenance does not include alterations.

(38) **Maintenance company** - A person or business that maintains OSSFs.

(39) **Maintenance findings** - The results of a required performance check or component examination on a specific OSSF.

(40) **Malfunctioning OSSF** - An OSSF that is causing a nuisance or is not operating in compliance with this chapter.

(41) **Manufactured housing community** - Any area developed or used for lease or rental of space for two or more manufactured homes.

(42) **Multi-unit residential development** - Any area developed or used for a structure or combination of structures designed to lease or rent space to house two or more families.

(43) **Notice of approval** - Written permission from the permitting authority to operate an OSSF. The notice of approval is the final part of the permit.

(44) **Nuisance** -

(A) sewage, human excreta, or other organic waste discharged or exposed in a manner that makes it a potential instrument or medium in the transmission of disease to or between persons;

(B) an overflow from a septic tank or similar device, including surface discharge from or groundwater contamination by a component of an OSSF; or

(C) a blatant discharge from an OSSF.

(45) **On-site sewage disposal system** - One or more systems that:

(A) do not treat or dispose of more than 5,000 gallons of sewage each day; and

(B) are used only for disposal of sewage produced on a site where any part of the system is located.

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(46) **On-site sewage facility (OSSF)** - An on-site sewage disposal system.

(47) **On-site waste disposal order** - An order, ordinance, or resolution adopted by a local governmental entity and approved by the executive director.

(48) **Operate** - To use an OSSF.

(49) **Owner** - A person who owns property served by an OSSF, or a person who owns an OSSF. This includes any person who holds legal possession or ownership of a total or partial interest in the structure or property served by an OSSF.

(50) **Owner's agent** - An installer, professional sanitarian, or professional engineer who is authorized to submit the permit application and the planning materials to the permitting authority on behalf of the owner.

(51) **Permit** - An authorization, issued by the permitting authority, to construct or operate an OSSF. The permit consists of the authorization to construct (including the approved planning materials) and the notice of approval.

(52) **Permitting authority** - The executive director or an authorized agent.

(53) **Planning material** - Plans, applications, site evaluations, and other supporting materials submitted to the permitting authority for the purpose of obtaining a permit.

(54) **Platted** - The subdivision of property which has been recorded with a county or municipality in an official plat record.

(55) **Pretreatment tank** - A tank placed ahead of a treatment unit that functions as an interceptor for materials such as plastics, clothing, hair, and grease that are potentially harmful to treatment unit components.

(56) **Professional engineer** - An individual licensed by the Texas Board of Professional Engineers to engage in the practice of engineering in the State of Texas.

(57) **Professional sanitarian** - An individual registered by the Texas Department of Health to carry out educational and inspection duties in the field of sanitation in the State of Texas.

(58) **Proprietary system** - An OSSF treatment or disposal system that is produced or marketed under exclusive legal right of the manufacturer or designer or for which a patent, trade name, trademark, or copyright is used by a person or company.

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(59) **Recharge feature** - Permeable geologic or manmade feature located on the Edwards Aquifer recharge zone where:

(A) a potential for hydraulic interconnectedness between the surface and the aquifer exists; and

(B) rapid infiltration from the OSSF to the subsurface may occur.

(60) **Recreational vehicle park** - A single tract of land that has rental spaces for two or more vehicles that are intended for recreational use only and has a combined wastewater flow of less than 5,000 gallons per day.

(61) **Regional office** - A regional office of the agency.

(62) **Repair** - To replace any components of an OSSF in situations not included under emergency repairs according to §285.35 of this title (relating to Emergency Repairs), excluding maintenance. The replacement of tanks or drainfields is considered a repair and requires a permit for the entire OSSF system.

(63) **Revocation** - A formal procedure, initiated by the executive director, in which an apprentice's, installer's, or designated representative's license or registration is rescinded by the commission.

(64) **Scum** - A mass of organic or inorganic matter which floats on the surface of sewage.

(65) **Secondary treatment** - The process of reducing pollutants to the levels specified in Chapter 309 of this title (relating to Domestic Wastewater Effluent Limitation and Plant Siting).

(66) **Seepage pit** - An unlined covered excavation in the ground which operates in essentially the same manner as a cesspool.

(67) **Septic tank** - A watertight covered receptacle constructed to receive, store, and treat sewage by: separating solids from the liquid; digesting organic matter under anaerobic conditions; storing the digested solids through a period of detention; and allowing the clarified liquid to be disposed of by a method approved under this chapter.

(68) **Sewage** - Waste that:

(A) is primarily organic and biodegradable or decomposable; and

(B) originates as human, animal, or plant waste from certain activities, including the use of toilet facilities, washing, bathing, and preparing food.

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(69) **Single family dwelling** - A structure that is either built on or brought to a site, for use as a residence for one family. A single family dwelling includes all detached buildings located on the residential property and routinely used only by members of the household of the single family dwelling.

(70) **Sludge** - A semi-liquid mass of partially decomposed organic and inorganic matter which settles at or near the bottom of a receptacle containing sewage.

(71) **Soil** - The upper layer of the surface of the earth that serves as a natural medium for the growth of plants.

(72) **Soil absorption system** - A subsurface method for the treatment and disposal of sewage which relies on the soil's ability to treat and absorb moisture and allow its dispersal by lateral and vertical movement through and between individual soil particles.

(73) **Subdivision** - A tract of property divided into two or more parts either by platting or field notes with metes and bounds, and transferred by deed or contract for deed.

(74) **Well** - A water well, injection well, dewatering well, monitoring well, piezometer well, observation well, or recovery well as defined under the Texas Water Code, Chapters 32 and 33, and 16 TAC Chapter 76 (relating to Water Well Drillers and Water Well Pump Installers).

Adopted May 23, 2001 Effective June 13, 2001

**§285.3. General Requirements.**

(a) Permit required. A person shall hold a permit for an OSSF unless the OSSF meets one of the exceptions in subsection (f) of this section.

(1) All aspects of the permitting, planning, construction, operation, and maintenance of OSSFs shall be conducted according to this chapter, or according to an order, ordinance, or resolution of an authorized agent.

(2) The executive director is the permitting authority unless a local governmental entity has an OSSF order, ordinance, or resolution approved by the executive director. In areas where the executive director is the permitting authority, the staff from the appropriate regional office shall be responsible for the proper implementation of this chapter.

(3) Permits shall be transferred to a new owner automatically upon sale or other legal transfer of an OSSF.

(b) General Application Requirements.

(1) The owner or owner's agent must obtain an authorization to construct from the permitting authority before construction may begin on an OSSF. Before an authorization to construct can be issued, the permitting authority shall require submittal of the following from the owner or owner's agent:

(A) an application, on the form provided by the permitting authority;

(B) all planning materials, according to §285.5 of this title (relating to Submittal Requirements for Planning Materials);

(C) the results of a site evaluation, conducted according to §285.30 of this title (relating to Site Evaluation); and

(D) the appropriate fee.

(2) Variance requests shall be submitted with the application and shall be reviewed by the permitting authority according to subsection (h) of this section.

(3) Before the permitting authority issues an authorization to construct, the owner of OSSFs identified in §285.91(12) of this title (relating to Tables) or the owner's agent, must record the affidavit in the county deed records of the county or counties where the OSSF is located. Additionally, the owner or the owner's agent must submit, to the permitting authority, an affidavit affirming the recording. An example of the deed language and affidavit is in §285.90(2) of this title (relating to Figures). The deed recording must include:

(A) the owner's full name;

(B) the legal description of the property;

(C) that an OSSF requiring a continuous maintenance contract is located on the property;

(D) that the permit for the OSSF must be transferred to the new owner upon transfer of the property;

(E) that maintenance must be performed by an approved maintenance company; and

(F) that a signed maintenance contract must be submitted to the appropriate permitting authority within 30 days after the property has been transferred.

(c) Action on Applications. The permitting authority shall either approve or deny an application within 30 days of receiving an application. If the application and planning materials are approved, the

permitting authority shall issue an authorization to construct. If the application and planning materials are denied, the permitting authority shall explain the reasons for the denial in writing to the owner, and the owner's agent.

(d) Construction and Inspection.

(1) An authorization to construct is valid for one calendar year from the date of its issuance. If the installer does not request a construction inspection by the permitting authority within one year of the issuance of the authorization to construct, the authorization to construct expires, and the owner will be required to submit a new application and application fee before an OSSF can be installed. A new application and application fee are not required if the owner decides not to install an OSSF.

(2) The installer shall notify the permitting authority at least five working days (Monday through Friday, excluding holidays) before the date the OSSF will be ready for inspection.

(3) The permitting authority shall conduct a construction inspection.

(4) If the OSSF does not pass the construction inspection, the permitting authority shall:

(A) at the close of the inspection, advise the owner and the owner's agent, if present, of the deficiencies identified and that the OSSF cannot be used until it passes inspection; and

(B) within seven calendar days after the inspection, issue a letter to the owner and the owner's agent listing the deficiencies identified and stating that the OSSF cannot be used until it passes inspection.

(5) If a reinspection is necessary, a reinspection fee may be assessed by the permitting authority.

(6) The reinspection fee must be paid before the reinspection is conducted.

(e) Notice of Approval.

(1) Within seven calendar days after the OSSF has passed the construction inspection, the permitting authority shall issue, to the owner or owner's agent, a written notice of approval for the OSSF.

(2) The notice of approval shall have a unique identification number, and shall be issued in the name of the owner.

(f) Exceptions.

(1) An owner of an OSSF will not be required to comply with the permitting, operation, and installation requirements of this chapter if the OSSF is not creating a nuisance and:

(A) the OSSF was installed before September 1, 1989, provided the system has not been altered, and is not in need of repair;

(B) the OSSF was installed before the effective date of the order, ordinance, or resolution in areas where the local governmental entity had an approved order, ordinance, or resolution dated before September 1, 1989, provided the system has not been altered and is not in need of repair; or

(C) the owner received authorization to construct from a permitting authority before the effective date of this chapter.

(2) No planning materials, permit, or inspection are required for an OSSF for a single family dwelling located on a tract of land that is ten acres or larger and:

(A) the OSSF is not causing a nuisance or polluting groundwater;

(B) all parts of the OSSF are at least 100 feet from the property line;

(C) the effluent is disposed of on the property; and

(D) the single family dwelling is the only dwelling located on that tract of land.

(3) Connecting recreational vehicles or manufactured homes to rental spaces is not considered construction if the existing OSSF system is not altered.

(g) Exclusions. The following systems are not authorized by this subchapter and may require a permit under Chapter 205 or Chapter 305 of this title (relating to General Permits for Waste Discharges or Consolidated Permits, respectively) or an authorization under Chapter 331 of this title (relating to Undergound Injection Control):

(1) one or more systems that cumulatively treat and dispose of more than 5,000 gallons of sewage per day on one piece of property;

(2) any system that accepts waste that is either municipal, agricultural, industrial, or other waste as defined in Texas Water Code, Chapter 26;

(3) any system that will discharge into or adjacent to waters in the state; or

(4) any new cluster systems.

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(h) Variances. Requests for variances from provisions of this chapter may be considered by the appropriate permitting authority on a case-by-case basis.

(1) A variance may be granted if the owner, or a professional sanitarian or professional engineer representing the owner, demonstrates to the satisfaction of the permitting authority that conditions are such that equivalent or greater protection of the public health and the environment can be provided by alternate means. Variances for separation distances shall not be granted unless the provisions of this chapter cannot be met.

(2) Any request for a variance under this subsection must contain planning materials prepared by either a professional sanitarian or a professional engineer (with appropriate seal, date, and signature).

(i) Unauthorized systems. Boreholes, cesspools, and seepage pits are prohibited for installation or use. Boreholes, cesspools, and seepage pits that treat or dispose of less than 5,000 gallons of sewage per day shall be closed according to §285.36 of this title (relating to Abandoned Tanks, Boreholes, Cesspools, and Seepage Pits). Boreholes, cesspools, and seepage pits that exceed 5,000 gallons of sewage per day must be closed as a Class V injection well under Chapter 331 of this title (relating to Underground Injection Control).

Adopted May 23, 2001 Effective June 13, 2001

**§285.4. Facility Planning.**

(a) Land planning and site evaluation. Property that will use an OSSF for sewage disposal shall be evaluated for overall site suitability. For property located on the Edwards Aquifer recharge zone, see §285.40 of this title (relating to OSSFs on the Recharge Zone of the Edwards Aquifer) for additional requirements. The following requirements apply to all sites where an OSSF may be located.

(1) Residential lot sizing.

(A) Platted or unplatted subdivisions served by a public water supply. Subdivisions of single family dwellings platted or created after the effective date of this section, served by a public water supply and using individual OSSFs for sewage disposal, shall have lots of at least 1/2 acre.

(B) Platted or unplatted subdivisions not served by a public water supply. Subdivisions of single family dwellings platted or created after the effective date of this section, not served by a public water supply and using individual OSSFs, shall have lots of at least one acre.

(2) Manufactured housing communities or multi-unit residential developments. The owners of manufactured housing communities or multi-unit residential developments that are served by an OSSF and rent or lease space shall submit a sewage disposal plan to the permitting authority for approval. The total anticipated sewage flow for the individual tract of land shall not exceed 5,000 gallons per day.

The plan shall be prepared by a professional engineer or professional sanitarian. This plan is in addition to the requirements of subsection (c) of this section.

(b) Approval of OSSF systems on existing small lots or tracts.

(1) Existing small lots or tracts, that do not meet the minimum lot size requirements under subsection (a)(1)(A) or (B) of this section and were either subdivided before January 1, 1988, or had a site-specific sewage disposal plan approved between January 1, 1988, and the effective date of this section, may be approved for an OSSF provided:

(A) minimum separation distances in §285.31(d) of this title (relating to General Criteria for Treatment and Disposal Systems) are maintained;

(B) the site has been evaluated according to §285.30 of this title (relating to Site Evaluation); and

(C) all other requirements of this chapter regarding treatment and disposal are met.

(2) The owner of a single family dwelling on an existing small lot or tract (property 1) may transport the wastewater from the dwelling to an OSSF at another location (property 2) provided that:

(A) both properties (properties 1 and 2) are owned by the same person;

(B) the owner or owner's agent demonstrates that no OSSF authorized under these rules can be installed on the property which contains the single-family dwelling (property 1);

(C) if property not owned by the owner of properties 1 and 2 must be crossed in transporting the sewage, the application includes all right-of-ways and permanent easements needed for the sewage conveyance lines; and

(D) the application includes an affidavit indicating that the owner or the owner's agent recorded the information required by §285.3(b)(3) on the real property deeds of both properties (properties 1 and 2). The deed recording shall state that the properties cannot be sold separately.

(c) Review of subdivision or development plans. Before the permit process for individual OSSFs can begin, persons proposing residential subdivisions, manufactured housing communities, multi-unit residential developments, business parks, or other similar uses and using OSSFs for sewage disposal shall submit planning materials for these developments to the permitting authority. The planning materials shall be prepared by a professional engineer or professional sanitarian and shall include an overall site plan, topographic map, 100-year floodplain map, soil survey, location of water wells, locations of easements as identified in §285.91(10) of this title (relating to Tables), and a complete report detailing the types of

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OSSFs to be considered and their compatibility with area-wide drainage and groundwater. A comprehensive drainage plan shall also be included in these planning materials. The permitting authority will either approve or deny the planning materials, in writing, within 45 days of receipt.

Adopted May 23, 2001 Effective June 13, 2001

**§285.5. Submittal Requirements for Planning Materials.**

(a) Submittal of planning material. Planning materials required under this chapter shall be submitted by the owner, or owner's agent, to the permitting authority for review and approval according to this section. All planning materials shall comply with this chapter and shall be submitted according to §285.91(9) of this title (relating to Tables). A legal description of the property where an OSSF is to be installed must be included with the permit application. Additionally, a scale drawing of the OSSF, all structures served by the OSSF, and all items specified in §285.30(b) of this title (relating to Site Evaluation) and §285.91(10) (relating to Tables) must be included with the permit application.

(1) Planning materials prepared by an owner or installer. Either the owner or installer may prepare the planning materials for any proposed OSSF not requiring the preparation of plans according to paragraphs (2) or (3) of this subsection.

(2) Planning materials prepared by a professional engineer or professional sanitarian. OSSF planning materials shall be prepared by a professional engineer or professional sanitarian (with appropriate seal, date, and signature) as follows, unless otherwise specified in this chapter:

(A) any proposals for treatment or disposal that are not standard as described in Subchapter D of this chapter (relating to Planning, Construction, and Installation Standards for OSSFs) unless otherwise specified under §285.91(9) of this title;

(B) any proposal for an OSSF to serve manufactured housing communities, recreational vehicle parks, or multi-unit residential developments where spaces are rented or leased; or

(C) all subdivision and development plans as required in §285.4(c) of this title (relating to Facility Planning).

(3) Planning materials prepared by a professional engineer. OSSF planning materials shall be prepared by a professional engineer (with appropriate seal, date, and signature) as follows, unless otherwise specified in this chapter:

(A) any proposals for an OSSF for a structure not exempted by Texas Civil Statutes, Article 3271a, §20; or

(B) all proposals for non-standard treatment systems that require secondary treatment as detailed in Subchapter D of this chapter.

(b) Review of planning materials.

(1) Standard planning materials. All planning materials for standard treatment or disposal systems shall be reviewed by the permitting authority.

(2) Non-standard planning materials. The executive director shall review and respond to initial plans for all non-standard planning material for any system described in §285.32(d) and §285.33(d)(6) of this title (relating to Criteria for Sewage Treatment Systems and Criteria for Effluent Disposal Systems, respectively) within ten calendar days of receipt of the planning materials. After favorable review by the executive director, the same non-standard system planning materials may be reviewed and approved by the authorized agent for different locations, provided the same site conditions exist for which the planning materials were developed.

(3) Proprietary planning materials. Planning materials for proprietary treatment or disposal systems, as described in §285.32(c) or §285.33(c) of this title, shall be submitted to the executive director for review. The systems and the testing protocol shall be approved by the executive director before the systems can be installed in the state.

Adopted May 23, 2001 Effective June 13, 2001

**§285.6. Cluster Systems.**

(a) Cluster systems are not authorized under this chapter after the effective date of these rules. Cluster systems may be authorized under other chapters of this title including Chapter 331 of this title (relating to Underground Injection Control).

(b) Existing cluster systems may not be repaired, altered, or extended under this chapter and may require authorization under other chapters of this title including Chapter 331 of this title when the system is malfunctioning or expanded.

Adopted May 23, 2001 Effective June 13, 2001

**§285.7. Maintenance Requirements.**

(a) Maintenance requirements. Maintenance requirements for all OSSFs are identified in §285.91(12) of this title (relating to Tables).

(b) Maintenance company.

(1) At least one individual in the company shall hold either an Installer II license or a Class D or higher wastewater operator license.

(A) That individual shall also be certified by the manufacturer for the system being maintained. Effective 180 days after the effective date of these rules, the manufacturer shall certify the individual only after the individual has attended a training class approved by the executive director and conducted by the manufacturer.

(B) That individual shall also be trained by the professional engineer or professional sanitarian responsible for preparing the planning materials, if performing required maintenance on an OSSF that is professionally designed as a non-standard system.

(2) The maintenance company and the individual certified by the manufacturer will be responsible for fulfilling the requirements of the maintenance contract.

(c) Maintenance contracts. OSSFs required to have maintenance contracts are identified in §285.91(12) of this title. The OSSF shall be maintained and tested by the maintenance company holding a maintenance contract.

(1) Contract provisions. The OSSF maintenance contract shall, at a minimum:

(A) list items that are covered by the contract;

(B) specify a time frame in which the maintenance company will visit the property in response to a complaint by the property owner regarding the operation of the system;

(C) specify the name of the individual employed by the maintenance company who is certified by the manufacturer of the system;

(D) identify the frequency of routine maintenance and the frequency of the required testing and reporting; and

(E) identify who is responsible for maintaining the disinfection unit.

(2) Contract submittals. Unless excepted by paragraph (4) of this subsection, a copy of the signed maintenance contract shall be provided by the owner to the permitting authority before the authorization to construct is issued. Before the current contract expires, the owner of an OSSF is required to have a new maintenance contract signed. A copy of a new contract shall be submitted to the permitting authority at least 30 days before the contract expires.

(A) Initial maintenance contract. The initial written maintenance contract shall be effective for at least two years from the date the OSSF is first used. For a new single family dwelling, this date is the date of sale by the builder. For an existing single family dwelling this date is the date the notice of approval is issued by the permitting authority.

(B) On-going maintenance contract. After the expiration of the two-year initial maintenance contract, the owner shall have on-going maintenance performed by either the original maintenance company or another maintenance company qualified under subsection (b)(1) of this section, unless the exceptions in paragraph (4) of this subsection apply.

(3) Amendments or terminations.

(A) If the maintenance company changes the individual certified by the manufacturer under subsection (b)(1)(A) of this section, the maintenance company shall initiate an amendment of the contract. The contract shall be amended within 30 days after the change in personnel. The permitting authority shall be provided with a copy of the amended contract within 30 days after the amended contract is signed.

(B) If the maintenance company discontinues the maintenance contract, the maintenance company shall notify, in writing, the permitting authority, the manufacturer, and the owner at least 30 days before the date service will cease.

(C) If the owner discontinues the maintenance contract, the owner shall notify, in writing, the permitting authority, the manufacturer, and the maintenance company at least 30 days before the date service will cease.

(D) If a maintenance contract is discontinued or terminated, the owner shall contract with another maintenance company and provide the permitting authority with a copy of the new signed maintenance contract no later than 30 days after termination.

(4) Exceptions to maintenance contract. At the end of the initial two-year maintenance period, the owner of an aerobic treatment system for a single family dwelling located in a county with a population of less than 40,000 shall either maintain the system personally or shall obtain a new maintenance contract. If the owner elects to maintain the system directly, the owner shall, before performing any maintenance, obtain training for the system from an installer who has been certified by the manufacturer. At least 30 days before the expiration of the maintenance contract, the owner must provide the permitting authority a written statement, signed by the installer, stating that the owner has been trained to maintain the system. In the absence of a maintenance contract, the owner is responsible for maintenance, testing, and reporting results to the permitting authority. The permitting authority cannot require a contract as a condition for approval of a permit for an OSSF in a county with a population of less than 40,000 if the owner chooses to maintain the system.

(d) Testing and reporting. OSSFs that shall be tested are identified in §285.91(12) of this title.

(1) The maintenance company or the owner, if the owner decides to maintain the OSSF personally as allowed in subsection (c)(4) of this section, shall test and report for each system as required in §285.91(4) of this title. The report shall include any responses to owner complaints, the results of the

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maintenance company's findings, or the owner's findings, and the test results. The report shall be submitted to the permitting authority and the owner within 14 days after the date the test is performed.

(2) To provide the owner with a record of the maintenance check, the maintenance company shall install a weather resistant tag, or some other form of weather resistant identification, on the system at the beginning of each maintenance contract. This identification shall:

(A) identify the maintenance company;

(B) list the telephone number of the maintenance company;

(C) specify the start date of the contract; and

(D) be either punched or indelibly marked with the date the system was checked at the time of each maintenance check, including any maintenance check in response to owner complaints.

(3) The number of required tests may be reduced to two per year for all systems having electronic monitoring and automatic telephone or radio access that will notify the maintenance company of system or components failure and will monitor the amount of disinfection in the system.

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The maintenance company shall be responsible for ensuring that the electronic monitoring and automatic telephone or radio access systems are working properly.

Adopted May 23, 2001

Effective June 13, 2001

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## Effective June 13, 2001

### §285.10. Delegation to Authorized Agents.

(a) Responsibility of the authorized agent. An authorized agent is responsible for the proper implementation of this chapter in its area of jurisdiction.

(1) An authorized agent shall administer its OSSF program according to the OSSF order, ordinance, or resolution approved by the executive director.

(2) An authorized agent shall enforce this chapter and the Texas Health and Safety Code, Chapter 366.

(b) Requirements and Procedures.

(1) Upon request from a local governmental entity, the executive director shall forward a description of the delegation process and provide a copy of the executive director's model order, ordinance, or resolution.

(2) If the OSSF program is delegated to a municipality, the jurisdiction of the authorized agent will be limited to the municipality's incorporated area.

(3) To receive delegation as an authorized agent, a local governmental entity shall draft an order, ordinance, or resolution that meets the requirements of this chapter and the Texas Health and Safety Code, Chapter 366, §366.032. The local governmental entity shall use the model order, ordinance, or resolution as a guide for developing its order, ordinance, or resolution.

(4) If the local governmental entity proposes more stringent standards than those in this chapter, the local governmental entity shall submit the proposed order, ordinance, or resolution to the executive director for review and comment before publishing notice.

(A) Each more stringent requirement shall be justified based on greater public health and safety protection. The written justification shall be submitted to the executive director with the draft order, ordinance, or resolution.

(B) The executive director shall review the draft order, ordinance, or resolution and provide comments to the local governmental entity within 30 days of receipt.

(C) If the local governmental entity's draft order, ordinance, or resolution meets the requirements of this chapter, the executive director will notify the local governmental entity in writing to continue the process outlined in this subsection.

(D) If the local governmental entity's draft order, ordinance, or resolution does not meet the requirements of this chapter, the executive director will not continue the review process until all requirements have been met. The executive director will notify the local governmental entity in writing of all deficiencies.

(5) If the local governmental entity proposes using the model order, ordinance, or resolution without more stringent standards, or if the executive director has approved the draft order, ordinance, or resolution with more stringent standards, the local governmental entity shall hold a public meeting to discuss the proposed order, ordinance, or resolution.

(A) The local governmental entity shall publish notice of a public meeting that will be held to discuss the adoption of the proposed order, ordinance, or resolution. The notice must be published in a regularly published newspaper of general circulation in the entity's area of jurisdiction.

(B) The public notice shall include the time, date, and location of the public meeting.

(C) The public notice shall be published at least 72 hours before the public meeting, but not more than 30 days before the meeting.

(6) The local governmental entity shall provide the executive director with the following:

(A) a copy of the public notice as it appeared in the newspaper;

(B) a publisher's affidavit from the newspaper in which the public notice was published;

(C) a certified copy of the minutes of the meeting when the order, ordinance, or resolution was adopted; and

(D) a certified copy of the order, ordinance, or resolution that was passed by the entity.

(7) Upon receiving the information listed in paragraph (6) of this subsection, the executive director shall have 30 days to review the materials to ensure the local governmental entity has complied with the requirements of this chapter and the Texas Health and Safety Code, Chapter 366.

(A) After the review has been completed and all the requirements have been met, the executive director shall sign the order approving delegation and notify the local governmental entity by mail.

(B) If the executive director determines during the review that the materials do not comply with the requirements of this section, the executive director will issue a letter to the local governmental entity detailing the deficiencies.

(8) The local governmental entity's order, ordinance, or resolution shall be effective on the date the order approving delegation is signed by the executive director.

(9) Any appeal of the executive director's decision shall be done according to Chapter 50, §50.39 of this title (relating to Motion for Reconsideration).

(c) Amendments to existing orders, ordinances, or resolutions.

(1) To ensure that the authorized agent's program is consistent with current commission rules, the executive director may require periodic amendments of OSSF orders, ordinances, or resolutions.

(2) An authorized agent may initiate an amendment. The authorized agent shall use the procedures in subsection (b) of this section.

(3) The amendment shall be effective on the date the amendment is approved by the executive director.

(d) Relinquishment of delegated authority by authorized agent.

(1) When an authorized agent decides to relinquish authority to regulate OSSFs, the following shall occur:

(A) the authorized agent shall inform the executive director by certified mail at least 30 days before publishing notice of intent to relinquish authority;

(B) the authorized agent shall hold a public meeting to discuss its intent to relinquish the delegated authority;

(i) the authorized agent shall publish notice of a public meeting that will be held to discuss its intent to relinquish the delegated authority. The notice must be published in a regularly published newspaper of general circulation in the entity's area of jurisdiction;

(ii) the public notice shall include the time, date, and location of the public meeting;

(iii) the public notice shall be published at least 72 hours before the public meeting, but not more than 30 days before the meeting;

(C) the authorized agent must, either at the meeting discussed in subparagraph (B) of this paragraph, or at another meeting held within 30 days after the first meeting, formally decide whether to repeal the order, ordinance, or resolution; and

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(D) the authorized agent shall forward to the executive director copies of the public notice, a publisher's affidavit of public notice, and a certified copy of the minutes of the meeting in which the authorized agent formally acted.

(2) Before the executive director will process a relinquishment order, the authorized agent and the executive director shall determine the exact date the authorized agent shall surrender its delegated authority. Until that date, the authorized agent will retain all authority and responsibility for the delegated program.

(3) The executive director shall process the request for relinquishment within 30 days of receipt of the copies of documentation required in paragraph (1)(D) of this subsection. After processing the request for relinquishment, the executive director will issue an order and shall assume responsibility for the OSSF program.

(4) On or after the date determined by the authorized agent and the executive director, the authorized agent shall repeal it's order, ordinance, or resolution. Within ten days after the authorized agent repeals it's order, ordinance, or resolution, the authorized agent shall forward a certified copy of the repeal to the executive director.

(e) Revocation of authorized agent delegation.

(1) An authorized agent's OSSF order, ordinance, or resolution may be revoked at any time by order of the commission for failure to implement, administer, or enforce this chapter.

(2) If the executive director determines that cause exists for revocation, the executive director will:

(A) file a petition with the commission according to Chapter 70 of this title (relating to Enforcement) seeking revocation;

(B) initiate the hearing process with the State Office of Administrative Hearings according to Chapter 80 of this title (relating to Contested Case Hearings); and

(i) the executive director shall publish notice of a public hearing that will be held to discuss the commission's possible revocation of the delegated authority. The notice must be published in a regularly published newspaper of general circulation in the entity's area of jurisdiction;

(ii) the public notice shall include the time, date, and location of the public hearing; and

(iii) the public notice shall be published at least 72 hours before the public hearing, but not more than 30 days before the hearing.

(C) hold a public hearing to discuss its possible revocation of the delegated authority.

(3) After an opportunity for a hearing, the commission may:

(A) issue an order revoking the authorized agent's delegation;

(B) issue an order requiring the authorized agent to take certain action or actions in order to retain delegation; or

(C) take no action.

(4) If the authorized agent's delegation is revoked, the executive director shall assume responsibility for the OSSF program in the former authorized agent's jurisdiction.

(5) An authorized agent may consent to the revocation of its OSSF delegation in writing anytime before the hearing. If the authorized agent consents to the revocation, the executive director may revoke the authorized agent's delegated authority without a hearing.

Adopted May 23, 2001 Effective June 13, 2001

**§285.11. General Requirements.**

(a) General Administrative Requirements for Authorized Agents. OSSF permitting, construction, and inspection requirements are in §285.3 of this title (relating to General Requirements).

(b) Fees. The OSSF permit and inspection fees will be set by the authorized agent. Additionally, a fee of $10 shall be assessed for each OSSF permit for the On-Site Wastewater Treatment Research Council as required in the Texas Health and Safety Code, Chapter 367.

(c) Complaints. The authorized agent shall investigate all complaints within 30 days after receipt. After completing the investigation, the authorized agent shall take appropriate and timely action according to §285.71 of this title (relating to Authorized Agent Enforcement of OSSFs).

(d) Appeals. Appeals of an authorized agent's decision will be made through the appeal procedures stated in the authorized agent's order, ordinance, or resolution.

(e) Authorized Agents Reporting Requirements.

(1) The authorized agent shall notify the executive director, in writing, of any change of the designated representative within 30 days after the date of the change.

(2) Each authorized agent shall provide to the executive director an OSSF monthly activity report on the form provided by the executive director, within ten days after the end of the month.

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Adopted May 23, 2001 Effective June 13, 2001

**§285.12. Review of Locally Administered Programs.**

Not more than once a year, the executive director shall review an authorized agent's program for compliance with requirements established by the Texas Health and Safety Code, Chapter 366; this chapter; and the order, ordinance, or resolution adopted by the authorized agent. If the executive director's review determines that an authorized agent is not properly implementing, administering, or enforcing the requirements of this chapter, the Texas Health and Safety Code, or the requirements in the authorized agent's order, ordinance, or resolution, the commission may hold a hearing to determine whether to revoke the authorized agent's delegated authority under §285.10(e) of this title (relating to Delegation to Authorized Agents).

Adopted May 23, 2001 Effective June 13, 2001

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## SUBCHAPTER C: COMMISSION ADMINISTRATION OF THE OSSF PROGRAM IN AREAS WHERE NO AUTHORIZED AGENT EXISTS
## §285.20, §285.21
## Effective June 13, 2001

### §285.20. General Requirements.

(a) General Administrative Requirements. OSSF permitting, construction, and inspection requirements are in §285.3 of this title (relating to General Requirements).

(b) Complaints. The executive director shall investigate all complaints within 30 days after receipt. After completing the investigation, the executive director shall take appropriate and timely action according to §285.70 of this title (relating to Duties of Owners With Malfunctioning OSSFs).

(c) Appeals. All appeals under this subchapter shall be sent in writing to the director of the appropriate regional office.

Adopted May 23, 2001 Effective June 13, 2001

### §285.21. Fees.

(a) The application fee for an OSSF permit is:

(1) $200 for an OSSF serving a single family dwelling; or

(2) $400 for all other types of OSSFs.

(b) A fee of $10 shall also be collected for each OSSF permit for the On-Site Wastewater Treatment Research Council as required by the Texas Health and Safety Code, Chapter 367.

(c) The fees are payable when the owner, or owner's agent, applies to the executive director for an OSSF permit. The fee shall be submitted to the appropriate regional office and shall be paid by a money order or check. Payments shall be made payable to the Texas Natural Resource Conservation Commission.

(d) The reinspection fee shall be equal to one-half of the permit fee that was in effect at the time the original application was submitted to the regional office.

(e) Refunds of the application fee shall not be granted.

Adopted May 23, 2001 Effective June 13, 2001

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## SUBCHAPTER D: PLANNING, CONSTRUCTION, AND INSTALLATION STANDARDS FOR OSSFS
## §§285.30 - 285.36, 285.39
## Effective June 13, 2001

**§285.30. Site Evaluation.**

(a) General Requirement. To document the soil and site conditions, a complete site evaluation shall be performed on every tract of land where an OSSF will be installed. A report providing the site evaluation criteria in subsection (b) of this section shall be submitted with the planning materials.

(b) Site evaluation criteria. All aspects of the site evaluation shall be performed according to this section. The information obtained during the site evaluation shall be used to determine the type and size of the OSSF.

(1) Soil analysis. The individual performing the site evaluation shall either drill two soil borings or excavate two backhoe pits at opposite ends of the proposed disposal area to determine the characteristics of the soil. In areas of high soil variability, the permitting authority may require additional borings or backhoe pits. The borings or backhoe pits shall either be excavated to a depth of two feet below the proposed excavation of the disposal area, or to a restrictive horizon, whichever is less.

(A) Soil texture analysis. A general texture analysis shall be performed to identify the classification of the soil. The different soils in each class are provided in §285.91(6) of this title (relating to Tables).

(i) Soil Class Ia. This class includes sandy textured soils that contain more than 30% gravel.

(ii) Soil Class Ib. This class includes sand and loamy sand soils that contain less than or equal to 30% gravel.

(iii) Soil Class II. This class includes sandy loam and loam soils.

(iv) Soil Class III. This class includes silt, silt loam, silty clay loam, clay loam, sandy clay loam, and sandy clay soils.

(v) Soil Class IV. This class includes silty clay and clay soils.

(B) Gravel analysis. Class II or Class III soils containing gravel shall be further evaluated by using a sieve analysis to determine the percentage of gravel by volume and the size of the gravel as indicated in §285.91(5) of this title.

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(C) Restrictive horizons analysis. The soils within the borings or backhoe pits shall be analyzed to determine if a restrictive horizon exists. Clay subsoils, rock, and plugged laminar soils are considered restrictive horizons. Restrictive horizons are recognized by an abrupt change in texture from a sandy or loamy surface horizon to:

(i) a clayey subsoil which an auger will not penetrate; or

(ii) rock-like material which an auger will not penetrate.

(2) Groundwater evaluation. The soil profile shall be examined to determine if there are indications of groundwater within 24 inches of the bottom of the excavation.

(A) If the designated representative and the individual performing the site evaluation disagree on the presence of groundwater, the designated representative shall verify groundwater information using the Natural Resources Conservation Service (NRCS) soil survey for that county, if it is available.

(B) If the designated representative or the individual disagree with the NRCS soil survey, or if an NRCS soil survey does not exist for that county, the owner has the option to retain a certified professional soil scientist to evaluate the presence of groundwater and present that information to the designated representative for a final decision.

(3) Surface drainage analysis.

(A) Topography. The slope of each tract of land where an OSSF will be installed, areas of poor drainage such as depressions, and areas of complex slope patterns where slopes are dissected by gullies and ravines shall be determined.

(B) Flood hazard. The 100-year floodplain for each tract of land where an OSSF will be installed shall be determined from either Federal Emergency Management Agency (FEMA) maps or from a flood study prepared by a professional engineer when FEMA maps are not available.

(4) Separation requirements. All features in the area where the OSSF is to be installed that could be contaminated by the OSSF or could prevent the proper operation of the system shall be identified during the site evaluation. The separation requirements are in §285.91(10) of this title.

Adopted May 23, 2001 Effective June 13, 2001

**§285.31. Selection Criteria for Treatment and Disposal Systems.**

(a) General Requirement. The type and size of an OSSF shall be determined on the basis of the soil and site information developed according to §285.30 of this title (relating to Site Evaluation).

(b) Suitability. A standard subsurface absorption system may be used if all the soil and site criteria are determined to be suitable under §285.91(5) of this title (relating to Tables). If one or more of the soil and site criteria categories are determined to be unsuitable, a standard subsurface absorption system cannot be used except as noted in §285.91(5) of this title. If it is determined that a standard subsurface absorption system cannot be used, either a proprietary or a non-standard system may be used, provided all soil and site criteria for that system can be met as required in §285.91(13) of this title.

(c) Surface drainage criteria.

(1) Topography. Uniform slopes under 30% are suitable for standard subsurface absorption systems. If the slope is less than 2%, steps shall be taken to ensure there is adequate surface drainage over any subsurface disposal field. The excavation for a standard subsurface absorption system shall be parallel to the contour of the ground.

(2) Flood hazard. Any potential OSSF site within a 100-year floodplain is subject to special planning requirements. The OSSF shall be located so that a flood will not damage the OSSF during a flood event, resulting in contamination of the environment. Planning materials shall indicate how tank flotation is eliminated. Additionally, if the site is within the regulated floodway, a professional engineer shall demonstrate that:

(A) the system shall not increase the height of the flood;

(B) all components, with the exception of risers, chlorinators, cleanouts, sprinklers, and inspection ports, shall be completely buried without adding fill; and

(C) non-buried components (e.g. alarms, junction boxes, and compressors) shall be elevated above the 100-year flood elevation.

(d) Separation requirements. OSSFs shall be separated from features, in the area where the OSSF is to be installed, that could be contaminated by the OSSF or could prevent the proper operation of the system. The separation requirements are in §285.91(10) of this title.

Adopted May 23, 2001 Effective June 13, 2001

**§285.32. Criteria for Sewage Treatment Systems.**

(a) Pipe from building to treatment system.

(1) The pipe from the sewer stub out to the treatment system shall be constructed of cast iron, ductile iron, polyvinyl chloride (PVC) Schedule 40, standard dimension ratio (SDR) 26 or other material approved by the executive director.

(2) The pipe shall be watertight.

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(3) The slope of the pipe shall be no less than 1/8 inch fall per foot of pipe.

(4) The sewer stub out should be as shallow as possible to facilitate gravity flow.

(5) A two-way cleanout plug must be provided between the sewer stub out and the treatment tank. Only sanitary type fittings constructed of PVC Schedule 40 or SDR 26 shall be used on this section of the sewer. An additional cleanout plug shall be provided every 50 feet on long runs of pipe and within five feet of 90 degree bends.

(6) Additional cleanout plugs shall be of the single sanitary type.

(7) The pipe shall have a minimum inside diameter of three inches.

(b) Standard treatment systems.

(1) Septic tanks. A septic tank shall meet the following requirements.

(A) Tank volume. The liquid volume of a septic tank, measured from the bottom of the outlet, shall not be less than established in §285.91(2) of this title (relating to Tables). Additionally, the liquid depth of the tank shall not be less than 30 inches.

(B) Inlet and outlet devices. The flowline of the tank's inlet device in the first compartment of a two-compartment tank, or in the first tank in a series of tanks, shall be at least three inches higher than the flowline of the outlet device. For a configuration of the tank and inlet and outlet devices, see §285.90(6) and (7) of this title (relating to Figures). The inlet devices shall be "T" branch fittings, constructed baffles or other structures or fittings approved by the executive director. The outlet devices shall use a "T" unless an executive director approved fitting is installed on the outlet. All inlet and outlet devices shall be installed water tight to the septic tank walls and shall be a minimum of three inches in diameter.

(C) Baffles and series tanks. All septic tanks shall be divided into two or three compartments by the use of baffles or by connecting two or more tanks in a series.

(i) Baffled tanks. In a baffled tank, the baffle shall be located so that one half to two thirds of the total tank volume is located in the first compartment. Baffles shall be constructed the full width and height of the tank with a gap between the top of the baffle and the tank top. The baffle shall have an opening located below the liquid level of the tank at a depth between 25% and 50% of the liquid level. The opening may be a slot or hole. If a "T" is fitted to the slot or hole, the inlet to the fitting shall be at the depth stated in this paragraph. See §285.90(6) of this title for details. Any metal structures, fittings, or fastenings shall be stainless steel.

(ii) Series tanks. Two or more tanks shall be arranged in a series to attain the required liquid volume. The first tank in a two-tank system shall contain at least one-half the required volume. The first tank in a three-tank system shall contain at least one-third of the total required

volume, but no less than 500 gallons. The first tank in a four or more tank system shall contain no less than 500 gallons, and the last tank in a four or more tank system shall contain no more than one third of the total required volume. Interconnecting inlet and outlet devices may be installed at the same elevation for multiple tank installations.

(D) Inspection and cleanout ports. All septic tanks shall have inspection or cleanout ports located on the tank top over the inlet and outlet devices. Each inspection or cleanout port shall be offset to allow for pumping of the tank. The ports may be configured in any manner as long as the smallest dimension of the opening is at least 12 inches, and is large enough to provide for maintenance and for equipment removal. Septic tanks buried more than 12 inches below the ground surface shall have risers over the port openings. The risers shall extend from the tank surface to no more than six inches below the ground, be sealed to the tank, and capped.

(E) Septic tank design and construction materials. The septic tank shall be of sturdy, water-tight construction. The tank shall be designed and constructed so that all joints, seams, component parts, and fittings prevent groundwater from entering the tank, and prevent wastewater from exiting the tank, except through designed inlet and outlet openings. Materials used shall be steel-reinforced poured-in-place concrete, steel-reinforced precast concrete, fiberglass, reinforced plastic polyethylene, or other materials approved by the executive director. Metal septic tanks are prohibited. The septic tank shall be structurally designed to resist buckling from internal hydraulic loading and exterior loading caused by earth fill and additional surface loads. Tanks exhibiting deflections, leaks, or structural defects shall not be used. Sweating at construction joints is acceptable on concrete tanks.

(i) Precast concrete tanks. In addition to the general requirements in subparagraph (E) of this paragraph, precast concrete tanks shall conform to requirements in the Materials and Manufacture Section and the Structural Design Requirements Section of American Society for Testing and Materials (ASTM) Designation: C 1227, Standard Specification for Precast Concrete Septic Tanks (2000) or under any other standards approved by the executive director.

(ii) Fiberglass and plastic polyethylene tank specifications.

(I) The tank shall be fabricated to perform its intended function when installed. The tank shall not be adversely affected by normal vibration, shock, climate conditions, nor typical household chemicals. The tank shall be free of rough or sharp edges that would interfere with installation or service of the tank.

(II) Full or empty tanks shall not collapse or rupture when subjected to earth and hydrostatic pressures.

(iii) Poured-in-place concrete tanks. Concrete tanks shall be structurally sound and water-tight. The concrete tank shall be designed by a professional engineer.

(iv) Tank manufacturer specifications. All precast or prefabricated tanks shall be clearly and permanently marked, tagged, or stamped with the manufacturer's name,

address, and tank capacity. The identification shall be near the level of the outlet and be clearly visible. Additionally, the direction of flow into and out of the tank shall be indicated by arrows or other identification, and shall be clearly marked at the inlet and outlet.

(F) Installation of tanks. For gravity disposal systems, septic tanks must be installed with at least a 12 inch drop in elevation from the bottom of the outlet pipe to the bottom of the disposal area. A minimum of four inches of sand, sandy loam, clay loam, or pea gravel, free of rock larger than 1/2 inch in diameter, shall be placed under and around all tanks, except poured-in-place concrete tanks. Unless otherwise approved by the permitting authority, tank excavations shall be left open until they have been inspected by the permitting authority. Tank excavations must be backfilled with soil or pea gravel, that is free of rock larger than 1/2 inch in diameter. Class IV soils and gravel larger than one-half inch in diameter are not acceptable for use as backfill material. If the top of a septic tank extends above the ground surface, soil may be mounded over the tank to maintain slope to the drainfield.

(G) Pretreatment (Trash) tanks. If an aerobic treatment unit does not prevent plastic and other non-digestible sewage from interfering with aeration lines and diffusers, the executive director may require the use of a pretreatment tank. All pretreatment tanks shall meet all applicable structural and fitting requirements of this section.

(2) Intermittent sand filters. A typical layout and cross-section of an intermittent sand filter is presented in §285.90(8) of this title. Requirements for intermittent sand filters are as follows.

(A) Sand media specifications. Sand filter media must meet ASTM C-33 specifications as outlined in §285.91(11) of this title.

(B) Loading rate. The loading rate shall not exceed 1.2 gallons per day per square foot.

(C) Surface area. The minimum surface area shall be calculated using the formula: Q/1.2=Surface Area (Square Feet), where Q is the wastewater flow in gallons per day.

(D) Thickness of sand media. There shall be a minimum of 24 inches of sand media.

(E) Filter bed containment. The filter bed containment shall be an impervious lined pit or tank. Liners shall meet the specifications detailed in §285.33(b)(2)(A) of this title (relating to Criteria for Effluent Disposal Systems).

(F) Underdrains. For gravity discharge of effluent to a drainfield, there shall be a three inch layer of pea gravel over a six inch layer of 0.75 inch gravel, that contains the underdrain collection pipe. When pumpwells are to be used to pump the effluent from the underdrain to the drainfield, they must be constructed of concrete or plastic sewer pipe. The pumpwell must contain a sufficient number of holes so that effluent can flow from the gravel void space as rapidly as the effluent is pumped out of the pumpwell to the drainfield. Refer to §285.90(9) of this title.

(c) Proprietary treatment systems. This subsection does not apply to proprietary septic tanks described in subsection (b)(1) of this section.

(1) Installation. Proprietary treatment systems shall be installed according to this subchapter. If the manufacturer has installation specifications that are more stringent than given in this subchapter, the manufacturer shall submit these specifications to the executive director for review. If approved by the executive director, the treatment systems may be installed according to these more stringent specifications. Any subsequent changes to these manufacturer's installation specifications must be approved by the executive director before installation. Tank excavations shall be backfilled according to the backfill provisions in subsection (b)(1)(F) of this section.

(2) System maintenance. Ongoing maintenance contracts are required for all proprietary treatment systems. The maintenance contract shall satisfy §285.7(c) of this title (relating to Maintenance Requirements).

(3) Electrical wiring. Electrical wiring for proprietary systems shall be according to §285.34(c) of this title (relating to Other Requirements).

(4) Approval of proprietary treatment systems. Proprietary treatment systems must be approved by the executive director prior to their installation and use. Approval of proprietary treatment systems shall follow the procedures found in this section. After the effective date of these rules, only systems tested according to subparagraph (A) or (B) of this paragraph will be placed on the list of approved systems. The list may be obtained from the executive director. All systems on the list of approved systems on the effective date of these rules shall continue to be listed subject to the retesting requirements in paragraph (5) of this subsection. In addition, all proprietary treatment systems undergoing testing under this paragraph on the effective date of these rules shall be considered for inclusion on the list of approved systems.

(A) Treatment systems that have been tested by and are currently listed by NSF International as Class I systems under NSF Standard 40 (1999), or have been tested and certified as Class I systems according to NSF Standard 40 (1999) by an American National Standard Institute (ANSI) accredited testing institution, or under any other standards approved by the executive director, shall be considered for approval by the executive director. All systems approved by the executive director on the effective date of these rules shall continue to be listed on the list of approved systems, subject to retesting under the requirements of NSF Standard 40 (1999) and Certification Policies for Wastewater Treatment Devices (1997) or under any standards approved by the executive director. The manufacturers of proprietary treatment systems and the accredited certification institution must comply with all the provisions of NSF Standard 40 (1999) and Certification Policies for Wastewater Treatment Devices (1997) or under any standards approved by the executive director.

(B) Treatment systems that will not be accepted for testing because of system size or type by NSF International, or ANSI accredited third party testing institutions, and are not approved systems at the time of the effective date of these rules, may only be approved in the following manner.

(i) The proprietary systems shall be tested by an independent third party for two years and all the supporting data from the test shall be submitted to the executive director for review and approval, or denial before the system is marketed for sale in the state.

(ii) The independent third party shall obtain a temporary authorization from the executive director before testing. The temporary authorization shall contain the following:

(I) the number of systems to be tested (between 20 and 50);

(II) the location of the test sites (the test sites must be typical of the sites where the system will be used if final authorization is granted);

(III) provisions as to how the proprietary system will be installed and maintained;

(IV) the testing protocol for collecting and analyzing samples from the system;

(V) the equipment monitoring procedures, if applicable; and

(VI) provisions for recording data and data retention necessary to evaluate the performance as well as the effect of the proprietary system on public health, groundwater, and surface waters.

(iii) Permitting authorities may issue authorizations to construct upon receipt of the temporary authorization. The owner must be advised, in writing, that the system is temporarily approved for testing. If a system fails, regardless of the reason, it shall be replaced with a system that meets the requirements of this subchapter by the manufacturer at the manufacturer's expense. A system installed under this subparagraph is the responsibility of the manufacturer until the system has obtained final authorization by the executive director according to this subparagraph.

(iv) Upon completion of the two-year test period, the executive director shall require the independent third party to submit a detailed report on the performance of the system. After evaluating the report, the executive director may issue conditional approval of the system, or may deny use of the system.

(I) The conditional approval will authorize installations only in areas similar to the area in which the system was tested.

(II) The conditional approval shall be for a specified performance and evaluation (monitoring) period, not to exceed an additional five years. The system must be monitored according to a plan approved by the executive director. Approval or disapproval of these systems will be based on their performance during the monitoring period. Failure of one or more of the

installed systems may be cause for disapproval of the proprietary system. The owner must be advised, in writing, that the system is conditionally approved.

(III) If the executive director denies use of the system after the two-year period, the executive director shall provide, in writing, the reasons for denying the use of the system. If a system fails, regardless of the reason, it shall be replaced with a system that meets the requirements of this subchapter by the manufacturer at the manufacturer's expense.

(v) Upon successful completion of the monitoring period, the monitoring requirements may be lifted by the executive director, the notice of approval may be made permanent for the test systems and the systems will be deemed suitable for use in conditions similar to areas in which the systems were tested and monitored.

(5) System reviews. The manufacturers of systems that are approved for listing under this section, or included under §285.33(c) of this title (relating to Criteria for Effluent Disposal Systems), shall ensure that their systems are reviewed every seven years, or as often as deemed necessary by the executive director, starting from the date the system was originally added to the executive director's approved list. All reviews shall be completed before the end of the seven-year period. The manufacturer of any system that was approved by the executive director more than seven years before the effective date of these rules, will be given 365 days from the effective date of these rules to complete a review.

(A) The review shall be performed by either an ANSI accredited institution according to the reevaluation requirements in NSF Standard 40 (1999) and Certification Policies for Wastewater Treatment Devices (1997), or under any standards approved by the executive director, or by an independent third party for those systems not tested under NSF Standard 40.

(B) If the system being reviewed was not approved under the requirements of NSF Standard 40, the independent third party shall evaluate between 20 and 50 systems in the state that have been in operation for at least two years and are the same design as originally approved.

(C) The review under this subsection shall include an evaluation of:

(i) the short-term and long-term effectiveness of the system;

(ii) the structural integrity of the system;

(iii) the maintenance of the system;

(iv) owner access to maintenance support;

(v) any impacts that system failures may have had on the environment;

and

(vi) an evaluation of the effectiveness of the manufacturer's installer training program.

(D) Any system that is not approved by the executive director as a result of the review will be removed from the list of approved systems. The manufacturer shall ensure that maintenance support remains available for the existing systems.

(d) Non-standard treatment systems. All OSSFs not described or defined in subsections (b) and (c) of this section are non-standard treatment systems. These systems shall be designed by a professional engineer or a professional sanitarian, and the planning materials shall be submitted to the permitting authority for review according to §285.5(b)(2) of this title (relating to Submittal Requirements for Planning Materials). Upon approval of the planning materials, an authorization to construct will be issued by the permitting authority.

(1) Non-standard treatment systems include all forms of the activated sludge process, rotating biological contactors, recirculating sand filters, trickling type filters, submerged rock biological filters, and sand filters not described in subsection (b)(2) of this section.

(2) The planning materials for non-standard treatment systems submitted for review will be evaluated using the criteria established in this chapter, or basic engineering and scientific principles.

(3) Approval for a non-standard treatment system is limited to the specific system described in the planning materials. Approval is on a case-by-case basis only.

(4) The need for ongoing maintenance contracts shall be determined by the permitting authority based on the review required by §285.5(b) of this title. If the permitting authority determines that a maintenance contract is required, the contract must meet the requirements in §285.7 of this title.

(5) Electrical wiring for non-standard treatment systems shall be installed according to §285.34(c)(4) of this title.

(e) Effluent quality. The following effluent criteria shall be met by the treatment systems for those disposal systems listed in §285.33 of this title that require secondary treatment.

Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS):

| | |
|---|---|
| 30-day average | 20 mg/l |
| seven-day average | 30 mg/l |
| Daily Maximum | 45 mg/l |
| Single Grab | 65 mg/l |

pH ..... 6.0 - 9.0 standard units

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Carbonaceous Biochemical Oxygen Demand (CBOD) - to be used instead of BOD for proprietary treatment systems tested after 1996

| | |
|---|---|
| 30-day average..... | 15 mg/l |
| seven-day average..... | 25 mg/l |
| Daily Maximum..... | 40 mg/l |
| Single Grab..... | 60 mg/l |

The 30-day average is the average of all 30-day averages, and seven-day average is the average of all seven-day averages over the length of the testing period.

Adopted May 23, 2001 Effective June 13, 2001

**§285.33. Criteria for Effluent Disposal Systems.**

(a) General requirements.

(1) All disposal systems in this section shall have an approved treatment system as specified in §285.32(b) - (d) of this title (relating to Criteria for Sewage Treatment Systems).

(2) All criteria in this section shall be met before the permitting authority issues an authorization to construct.

(3) The pipe between all treatment tanks and the pipe from the final treatment tank to a gravity disposal system shall be a minimum of three inches in diameter and be American Society for Testing and Materials (ASTM) 3034, Standard dimension ratio (SDR) 35 polyvinyl chloride (PVC) pipe or a pipe with an equivalent or stronger pipe stiffness at a 5% deflection. The pipe must maintain a continuous fall to the disposal system.

(4) The pipe from the final treatment tank to a gravity disposal system shall be a minimum of five feet in length.

(b) Standard disposal systems. Acceptable standard disposal methods shall consist of a drainfield to disperse the effluent either into adjacent soil (absorptive) or into the surrounding air through evapotranspiration (evaporation and transpiration).

(1) Absorptive drainfield. An absorptive drainfield shall only be used in suitable soil. There shall be two feet of suitable soil from the bottom of the excavation to either a restrictive horizon or to groundwater.

(A) Excavation. The excavation must be made in suitable soils as described in §285.31(b) of this title (relating to General Criteria for Treatment and Disposal Systems).

(i) The excavation shall be at least 18 inches deep but shall not exceed a depth of either three feet or six inches below the soil freeze depth, whichever is deeper. Single excavations shall not exceed 150 feet.

(ii) In areas of the state where annual precipitation is less than 26 inches per year (as identified in the *Climatic Atlas of Texas*, (1983) published by the Texas Department of Water Resources or other standards approved by the executive director), and suitable soils (Class Ib, II, or III) lie below unsuitable soil caps, the maximum permissible excavation depth shall be five feet.

(iii) Multiple excavations must be separated horizontally by at least three feet of undisturbed soil. The sidewalls and bottom of the excavation must be scarified as needed. When there are multiple excavations, it is recommended that the ends be looped together.

(iv) The bottom of the excavation shall be not less than 18 inches in width.

(v) The bottom of the excavation shall be level to within one inch over each 25 feet of excavation or within three inches over the entire excavation, whichever is less.

(vi) If the borings or backhoe pits excavated during the site evaluation encounter a rock horizon and the site evaluation shows that there is both suitable soil from the bottom of the rock horizon to two feet below the bottom of the proposed excavation and no groundwater anywhere within two feet of the bottom of the proposed excavation, a standard subsurface disposal system may be used, providing the following are met.

(I) The depth of the excavation shall comply with clause (i) of this subparagraph.

(II) The rock horizon shall be at least six inches above the bottom of the excavation.

(III) Surface runoff shall be prevented from flowing over the disposal area.

(IV) Subsurface flow along the top of the rock horizon shall be prevented from flowing into the excavation.

(V) The sidewall area will not be counted toward the required absorptive area.

(VI) The formulas in clause (vii)(I) - (III) of this subparagraph shall be adjusted so that no credit is given for sidewall area.

(VII) No single pipe drainfields on sloping ground as shown in §285.90(5) of this title or no systems using serial loading shall be used.

(vii) The size of the excavation shall be calculated using data from §285.91(1) and (3) of this title (relating to Tables). The soil application rate is based on the most restrictive horizon along the media, or within two feet below the bottom of the excavation. The formula A = Q/Ra shall be used to determine the total absorptive area where:

A = absorptive area
Q = average daily sewage flow in gallons per day
Ra = soil application rate in gallons per square foot per day

(I) The absorptive area shall be calculated by adding the bottom area (L x W) of the excavation to the total absorptive area along the excavated perimeter (2(L+W), in feet) multiplied by one foot.

Absorptive Area = (L x W) + 2 (L+W) x 1.0 ft
Where: L = excavation length
W = excavation width

(II) The length of the excavation may be determined as follows when the area and width are known.

L = (A-2W)/(W+2)
A = absorptive area
W = excavation width

(III) For excavations three feet wide or less, use the following formula, or §285.91(8) of this title to determine L.

L = A/(W+2)

A = absorptive area
W = excavation width

(B) Media. The media shall consist of clean, washed and graded gravel, broken concrete, rock, crushed stone, chipped tires, or similar aggregate that is generally one uniform size and approved by the executive director. The size of the media must range from 0.75 - 2.0 inches as measured along its greatest dimension.

(i) If chipped tires are used, a geotextile fabric heavier than specified in subparagraph (E) of this paragraph must be used.

(ii) Soft media such as oyster shell and soft limestone shall not be used.

(C) Drainline. The drainline shall be constructed of perforated distribution pipe and fittings in compliance with any one of the following specifications.

(i) three or four inch diameter PVC pipe with an SDR of 35 or stronger;

(ii) four inch diameter corrugated polyethylene, ASTM F405 in rigid ten foot joints;

(iii) three or four inch diameter polyethylene smoothwall, ASTM F810;

(iv) three or four inch diameter PVC ASTM D2729 pipe;

(v) three or four inch diameter polyethylene ASTM F892 corrugated pipe with a smoothwall interior and fittings; or

(vi) any other pipe approved by the executive director.

(D) Drainline Installation Requirements. The drainline shall be placed in the media with at least six inches of media between the bottom of the excavation and the bottom of the drainline. The drainline shall be completely covered by the media and the drainline perforations shall be below the horizontal center line of the pipe. For typical drainfield configurations, see §285.90(5) of this title (relating to Figures). For excavations greater than four feet in width, the maximum distance between parallel drainlines shall be four feet (center to center). Multiple drainlines shall be manifolded together with solid or perforated pipe. Additionally, the ends of the multiple drainlines opposite the manifolded end shall either be manifolded together with a solid line, looped together using a perforated pipe and media, or capped.

(E) Permeable soil barrier. Geotextile fabric shall be used as the permeable soil barrier and shall be placed between the top of the media and the excavation backfill. Geotextile fabric shall conform to the following specifications for unwoven, spun-bounded polypropylene, polyester or nylon filter wrap.

Minimum values

| | |
|---|---|
| Weight oz/sq yd (ASTM D3776) | 0.70 |
| Grab Strength lbs (ASTM D4632) | 11 |
| Air Permeability cfm/sq ft (ASTM D737) | 500 |
| Water Flow Rate gpm/sq ft @ 3" head (ASTM D4491) | 33 |
| Trapezoidal Tear Strength Lbs (ASTM D4533) | 6 |

(F) Backfilling. Only Class Ib, II, or III soils as described in §285.30 of this title (relating to Site Evaluation) shall be used for backfill. Class Ia and IV soils are specifically prohibited for use as a backfill material. The backfill material shall be mounded over the excavated area so that the center of the backfilled area slopes down to the outer perimeter of the excavated area to allow for

settling. Surface runoff impacting the disposal area is not permitted and the diversion method shall be addressed during development of the planning materials.

(G) Drainfields on irregular terrain. Where the ground slope is greater than 15% but less than 30%, a multiple line drainfield may be constructed along descending contours as shown in §285.90(5) of this title. An overflow line shall be provided from the upper excavations to the lower excavations. The overflow line shall be constructed from solid pipe with an SDR of 35 or stronger, and the excavation carrying the overflow pipe shall be backfilled with soil only.

(H) Drainfield plans. A number of sketches, specifications, and details for drainfield construction are provided in §285.90(4) and (5) of this title.

(2) Evapotranspirative (ET) system. An ET system may be used in soils which are classified as unsuitable for standard subsurface absorption systems according to §285.31(b) of this title with respect to texture, restrictive horizons or groundwater. Water saving devices must be used if an ET system is to be installed. ET systems shall only be used in areas of the state where the annual average evaporation exceeds the annual rainfall. Evaporation data is provided in §285.91(7) of this title.

(A) Liners. An impervious liner shall be used between the excavated surface and the ET system in all Class Ia soils, where seasonal groundwater tables penetrate the excavation, and where a minimum of two feet of suitable soil does not exist between the excavated surface and either a restrictive horizon or groundwater. Liners shall be rubber, plastic, reinforced concrete, gunite, or compacted clay (one foot thick or more). If the liner is rubber or plastic, it must be impervious, and each layer must be at least 20 mils thick. Rubber or plastic liners must be protected from exposed rocks and stones by covering the excavated surface with a uniform sand cushion at least four inches thick. Clay liners shall have a permeability of $10^{-7}$ cm/sec or less, as tested by a certified soil laboratory.

(B) ET system sizing. The following formula shall be used to calculate the top surface area of an ET system.

$$A = 1.6\ Q/Ret$$

Where: A = total top surface area of the excavations.
Q = estimated daily water usage in gallons/day in §285.91(3) of this title (relating to Tables).
Ret = net local evaporation rate in §285.91(7) of this title.

The owner of the ET system shall be advised by the person preparing the planning materials of the limits placed on the system by the Q selected. If the Q is less than required by §285.91(3) of this title, the flow rate shall be included as a condition to the permit, and stated in an affidavit properly filed and recorded in the deed records of the county as specified in §285.3(b)(3) of this title (relating to General Requirements).

(C) Backfill material. Backfill material shall consist of Class II soil as described in §285.30 of this title. All drainlines must be surrounded by a minimum of one foot of media. Backfill

shall be used to fill the excavation between the media to allow the backfill material to contact the bottom of the excavation.

(D) Vegetative cover for transpiration. The final grade shall be covered with vegetation fully capable of taking maximum advantage of transpiration. Evergreen bushes with shallow root systems may be planted in the disposal area to assist in water uptake. Grasses with dormant periods shall be overseeded to provide year-round transpiration.

(E) ET systems. ET systems shall be divided into two or more equal excavations connected by flow control valves. One excavation may be removed from service for an extended period of time to allow it to dry out and decompose biological material which might plug the excavation. If one of the excavations is removed from service, the daily water usage must be reduced to prevent overloading of the excavation(s) still in operation. Normally, an excavation must be removed from service for two to three dry months for biological breakdown to occur.

(F) ET system plans. A number of sketches for ET system construction are provided in §285.90(4) and (5) of this title.

(3) Pumped effluent drainfield. Pumped effluent drainfields shall use the specifications for low pressure dosed drainfields described in subsection (d)(1) of this section, with the following exceptions.

(A) Applicability. If the slope of the site is greater than 2.0%, pumped effluent drainfields shall not be used. Pumped effluent drainfields may only be used by single family dwellings.

(B) Length of distribution pipe. There shall be at least 1,000 linear feet of perforated pipe for a two bedroom single family dwelling. For each additional bedroom, there shall be an additional 400 linear feet of perforated pipe. No individual distribution line shall exceed 70 feet in length from the header.

(C) Excavation width and horizontal separation. The excavated area shall be at least six inches wide. There shall be at least three feet of separation between trenches.

(D) Lateral depth and vertical separation. All drainfield laterals shall be between 18 inches and 3 feet deep. There shall be a minimum vertical separation distance of one foot from the bottom of the excavation to a restrictive horizon, and a minimum vertical separation of two feet from the bottom of the excavation to groundwater.

(E) Media. Each dosing pipe shall be placed with the drain holes facing down and placed on top of at least 6 inches of media (pea gravel or media up to two inches measured along its greatest dimension).

(F) Pipe and hole size. The distribution (dosing) and manifold (header) pipe shall be 1.25 - 1.5 inches in diameter. The manifold may have a diameter larger than the distribution pipe, but

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shall not exceed 1.5 inches in diameter. Distribution (dosing) pipe holes shall be 3/16 - 1/4 inch in diameter and shall be spaced five feet apart.

(G) Pump size. Pumped effluent drainfields shall use at least a 1/2 horsepower pump.

(H) Backfilling. Only Class Ib, II, or III soils as described in §285.30(b)(1)(A) of this title shall be used for backfill.

(c) Proprietary disposal systems.

(1) Gravel-less drainfield piping. Gravel-less pipe may be used only on sites suitable for standard subsurface sewage disposal methods. Gravel-less pipe shall be eight-inch or ten-inch diameter corrugated perforated polyethylene pipe. The pipe shall be enclosed in a layer of unwoven spun-bonded polypropylene, polyester or nylon filter wrap. Gravel-less pipe shall meet ASTM F-667 Standard Specifications for large diameter corrugated high density polyethylene (ASTM D 1248) tubing. The filter cloth must meet the same material specifications as described under subsection (b)(1)(E) of this section.

(A) Planning parameters. Gravel-less drainfield pipe may be substituted for drainline pipe in both absorptive and ET systems. When gravel-less pipe is substituted, media will not be required. ET systems shall be backfilled with Class II soils only. All other planning parameters for absorptive or ET systems apply to drainfields using gravel-less pipe.

(B) Installation. The connection from the solid line leaving the treatment tank to the gravel-less line shall be made by using an eight or ten-inch offset connector. The gravel-less line shall be laid level, the continuous stripe shall be up, and the lines shall be joined together with couplings. A filter cloth must be pulled over the joint to eliminate soil infiltration. The gravel-less pipe must be held in place during initial backfilling to prevent movement of the pipe. The end of each gravel-less line shall have an end cap and an inspection port. The inspection port shall allow for easy monitoring of the amount of sludge or suspended solids in the line, and allow the distribution lines to be back-flushed.

(C) Drainfield sizing. To determine appropriate drainfield sizing, use a drainfield width of W = 2.0 feet for an eight-inch diameter gravel-less pipe, and an excavation width of W = 2.5 for a 10-inch gravel-less pipe.

$$L = A/(W+2)$$

A = absorptive area as calculated in subsection (b)(1)(A)(vii) of this section

W = excavation width

(2) Leaching chambers. Leaching chambers are bottomless chambers that are installed in a drainfield excavation with the open bottom of the chamber in direct contact with the excavation. The ends of the chamber rows shall be linked together with non-perforated sewer pipe. The chambers shall

completely cover the excavation, and adjacent chambers must be in contact with each other in such a manner that the chambers will not separate. To obtain the reduction in drainfield size allowed in subparagraph (A)(i) - (ii) of this paragraph for excavations wider than the chambers, the chambers shall be placed edge to edge.

(A) The following formulas shall be used to determine the length of an excavation using leaching chambers.

(i) The following formula is used for leaching chambers without water saving devices.

$$L = 0.6A/(W+2)$$

Where: A = minimum absorptive area calculated with no flow reduction; and

W = leaching chamber panel width

(ii) The following formula is used for leaching chambers with water saving devices.

$$L = 0.75A/(W+2)$$

Where: A = minimum absorptive area calculated with flow reduction; and.

W = leaching chamber panel width

(B) Leaching chambers shall not be used for absorptive drainfields in Class Ia or IV soils. Leaching chambers may be used instead of media in ET systems, low-pressure dosed drainfields, and soil substitution drainfields; however, the size of the drainfield shall not be reduced from the required area.

(C) Backfill covering leaching chambers shall be Class Ib, II, or III soil.

(3) Drip Irrigation. Drip irrigation systems using secondary treatment may be used in all soil classes including Class IV soils. The system must be equipped with a filtering device capable of filtering particles larger than 100 microns and that meets the manufacturer's requirements.

(A) Drainfield layout. The drainfield shall consist of a matrix of small-diameter pressurized lines, buried at least six inches deep, and pressure reducing emitters spaced at a maximum of 30-inch intervals. The pressure reducing emitter shall restrict the flow of effluent to a flow rate low enough to ensure equal distribution of effluent throughout the drainfield.

(B) Effluent quality. The treatment preceding a drip irrigation system shall treat the wastewater to secondary treatment as described in §285.32(e) of this title unless the drip irrigation

system has been approved by the executive director as a proprietary disposal system without the use of secondary treatment.

(C) System flushing. Systems must be equipped to flush the contents of the lines back to the pretreatment unit when intermittent flushing is used. If continuous flushing is used during the pumping cycle, the contents of the lines must be returned to the pump tank.

(D) Loading rates. Pressure reducing emitters can be used in all classes of soils using loading rates specified in §285.91(1) of this title. Pressure reducing emitters are assumed to wet four square feet of absorptive area per emitter, however, overlapping areas shall only be counted once toward absorptive area requirements. The loading rate shall be based on the most restrictive soil horizon within one foot of the pressure reducing emitter. When solid rock is less than 12 inches below the pressure reducing emitter, the loading rate shall be based on Class IV soils.

(E) Vertical separation distance. There shall be a minimum of one foot of soil between the pressure reducing emitter and groundwater and six inches between the pressure reducing emitter and solid rock, or fractured rock. For proprietary disposal systems that do not pretreat to secondary treatment, there shall be two feet of soil between the groundwater and pressure reducing emitter and one foot of soil between solid rock or fractured rock and the pressure reducing emitter.

(F) Labeling or listing. All drip irrigation system devices shall either be labeled by the manufacturer as suitable for use with domestic sewage, or be on the list of approved devices maintained by the executive director according to §285.32(c)(4) of this title.

(4) Approval of proprietary disposal systems. All proprietary disposal systems, other than those described in this section, shall be approved by the executive director before they may be used. Proprietary disposal systems shall be approved by the executive director using the procedures established in §285.32(c)(4)(B) of this title.

(d) Non-standard disposal systems. All disposal systems not described or defined in subsections (b) and (c) of this section are non-standard disposal systems. Planning materials for non-standard disposal systems must be developed by a professional engineer or professional sanitarian using basic engineering and scientific principles. The planning materials for paragraphs (1) - (5) of this subsection shall be submitted to the permitting authority and the permitting authority shall review and either approve or disapprove them on a case-by-case basis according to §285.5 of this title (relating to Submittal Requirements for Planning Materials). Electrical wiring for non-standard disposal systems shall be installed according to §285.34(c) of this title. Upon approval of the planning materials, an authorization to construct will be issued by the permitting authority. Approval for a non-standard disposal system is limited to the specific system described in the planning materials for the specific location. The systems identified in paragraphs (1) - (5) of this subsection must meet these requirements, in addition to the requirements identified for each specific system in this section.

(1) Low pressure dosed drainfield. Effluent from this type of system shall be pumped, under low pressure, into a solid wall force main and then into a perforated distribution pipe installed within the drainfield area.

(A) The effluent pump in the pump tank must be capable of an operating range that will assure that effluent is delivered to the most distant point of the perforated piping network, yet not be excessive to the point that blowouts occur.

(B) A start/stop switch or timer must be included in the system to control the dosing pump. An audible and visible high water alarm, on an electric circuit separate from the pump, must be provided.

(C) Pressure dosing systems shall be installed according to either design criteria in the *North Carolina State University Sea Grant College Publication UNC-S82-03* (1982) or other publications containing criteria or data on pressure dosed systems which are acceptable to the permitting authority. Additionally, the following sizing parameters are required for all low pressure dosed drainfields and shall be used in place of the sizing parameters in the *North Carolina State University Sea Grant College Publication* or other acceptable publications.

(i) The low pressure dosed drainfield area shall be sized according to the effluent loading rates in §285.91(1) of this title and the wastewater usage rates in §285.91(3) of this title. The effluent loading rate ($R_a$) in the formula in §285.91(1) of this title shall be based on the most restrictive horizon one foot below the bottom of the excavation. Excavated areas can be as close as three feet apart, measured center to center. All excavations shall be at least six inches wide. To determine the length of the excavation, use the following formulas, where L = excavation length, and A = absorptive area:

(I) If the media in the excavation is at least one foot deep, the length of the excavation is $L = A/(w+2)$ where:

(-a-) w = the width of the excavation for excavations one foot wide or greater; or

(-b-) w = 1 for all excavations less than one foot wide.

(II) If the media in the excavation is less than one foot deep, the length of the excavation is $L = A/(w + 2H)$, where H = the depth of the media in feet and:

(-a-) w = the width of the excavation for excavations one foot wide or greater; or

(-b-) w = 1 for all excavations less than one foot wide.

(ii) Each dosing pipe shall be placed with the drain holes facing down and placed on top of at least six inches of media (pea gravel or media up to two inches measured along the greatest dimension).

(iii) Geotextile fabric meeting the criteria in subsection (b)(1)(E) of this section shall be placed over the media. The excavation shall be backfilled with Class Ib, II, or III soil.

(iv) There shall be a minimum of one foot of soil between the bottom of the excavation and solid or fractured rock. There shall be a minimum of two feet of soil between the bottom of the excavation and groundwater.

(2) Surface application systems. Surface application systems include those systems that spray treated effluent onto the ground.

(A) Acceptable surface application areas. Land acceptable for surface application shall have a flat terrain (with less than or equal to 15% slope) and shall be covered with grasses, evergreen shrubs, bushes, trees, or landscaped beds containing mixed vegetation. There shall be nothing in the surface application area within ten feet of the sprinkler which would interfere with the uniform application of the effluent. Sloped land (with greater than 15%) may be acceptable if it is properly landscaped and terraced to minimize runoff.

(B) Unacceptable surface application areas. Land that is used for growing food, gardens, orchards, or crops that may be used for human consumption, as well as unseeded bare ground, shall not be used for surface application.

(C) Technical report. A technical report shall be prepared for any system using surface application and shall be submitted with the planning materials required in §285.5(a) of this title. The technical report shall describe the operation of the entire OSSF system, and shall include construction drawings, calculations, and the system flow diagram. Proprietary aerobic systems may reference the executive director's approval list instead of furnishing construction drawings for the system.

(D) Effluent disinfection. Treated effluent must be disinfected before surface application. Approved disinfection methods shall include chlorination, ozonation, ultraviolet radiation, or other method approved by the executive director. Tablet or other dry chlorinators shall use calcium hypochlorite properly labeled for wastewater disinfection. The effectiveness of the disinfection procedure will be established by monitoring either the fecal coliform count or total chlorine residual from representative effluent grab samples as directed in the testing and reporting schedule. The frequency of testing, the type of tests, and the required results are shown in §285.91(4) of this title.

(E) Minimum required application area. The minimum surface application area required shall be determined by dividing the daily usage rate (Q), established in §285.91(3) of this title, by the allowable surface application rate (Ri = effective loading rate in gallons per square foot per day) found in §285.90(1) of this title or as approved by the permitting authority.

(F) Landscaping plan. Applications for surface application disposal systems shall include a landscape plan. The landscape plan shall describe, in detail, the type of vegetation to be maintained in the disposal area. Surface application systems may apply treated and disinfected effluent upon areas with existing vegetation. If any ground within the proposed surface application area does not have vegetation, that bare area shall be seeded or covered with sod before system start-up. The vegetation shall be capable of growth, before system start-up.

(G) Uniform application of effluent. Distribution pipes, sprinklers, and other application methods or devices must provide uniform distribution of treated effluent. The application rate must be adjusted so that there is no runoff.

(i) Sprinkler criteria. The maximum inlet pressure for sprinklers shall be 40 pounds per square inch. Low angle nozzles (15 degrees or less in trajectory) shall be used in the sprinklers to keep the spray stream low and reduce aerosols. If the separation distance between the property line and the edge of the surface application area is less than 20 feet, sprinkler operation shall be controlled by commercial irrigation timers set to spray between midnight and 5:00 a.m.

(ii) Planning Criteria. Circular spray patterns may overlap to cover all irrigated area including rectangular shapes. The overlapped area will be counted only once toward the total application area. For large systems, multiple sprinkler heads are preferred to single gun delivery systems.

(iii) Effluent storage and pumping requirements.

(I) For systems controlled by a commercial irrigation timer and required to spray between midnight and 5:00 a.m., there shall be at least one day of storage between the alarm-on level and the pump-on level, and a storage volume of one-third the daily flow between the alarm-on level and the inlet to the pump tank.

(II) For systems not controlled by a commercial irrigation timer, the minimum dosing volume shall be at least one-half the daily flow, and a storage volume of one-third the daily flow between the alarm-on level and the inlet to the pump tank.

(III) Pump tank construction and installation shall be according to §285.34(b) of this title.

(iv) Distribution piping. Distribution piping shall be installed below the ground surface and hose bibs shall not be connected to the distribution piping outside the pump tank. An unthreaded sampling port shall be provided in the treated effluent line in the pump tank.

(v) Color coding of distribution system. Effective 365 days after the effective date of these rules, all new distribution piping, fittings, valve box covers, and sprinkler tops shall be permanently colored purple to identify the system as a reclaimed water system according to Chapter 210 of this title (relating to Use of Reclaimed Water).

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(3) Mound drainfields. A mound drainfield, an absorptive drainfield constructed above the native soil surface, shall only be installed on sites with less than 10% slope. A mound drainfield shall only be installed at a site where there is at least one foot of native soil; however, approval for installation on sites with less than one foot of native soil may be granted by the permitting authority on a case-by-case basis. Planning criteria for mound construction shall either use the design criteria in the North Carolina State University Sea Grant College Publication UNC-SG-82-04 (1982), the EPA's *On-site Wastewater Treatment and Disposal Systems Design Manual* (1980) or any technical publication containing mound system criteria acceptable to the executive director.

(A) The depth of the suitable soil material between the bottom of the media shall be 1.5 feet to the restrictive horizon or two feet to groundwater.

(B) Effluent shall be pressure dosed into the distribution piping to ensure equal distribution and to control application rates. Shallow placement of the pressure distribution pipe is recommended to reduce mound height. The toe of the mound is considered the edge of the disposal area in determining the appropriate separation distances as listed in §285.91(10) of this title.

(4) Soil substitution drainfields. Soil substitution drainfields may be constructed in Class Ia soils, fractured rock, fissured rock, or other areas of high permeability where septic tank effluent could rapidly reach groundwater without undergoing adequate treatment through soil contact. A soil substitution drainfield is constructed similar to a standard absorptive drainfield except that a two foot thick Class Ib, Class II or Class III soil buffer shall be placed below and on all sides of the drainfield excavation. The soil buffer shall extend at least to the top of the media. There shall be two feet of soil between the bottom of the media and groundwater. A soil substitution drainfield shall not be used in Class IV soils, and Class IV soils shall not be used in a soil substitution drainfield. Disposal areas shall be sized based on the textural class of the substituted soil. Soil substitution drainfields shall be designed to address soil compaction to prevent unlevel systems. It is recommended that low pressure dosing be used for effluent distribution.

(5) Drainfields following secondary treatment and disinfection. Subsurface drainfields following secondary treatment and disinfection may be constructed in Class Ia soils, fractured rock, fissured rock, or other conditions where insufficient soil depth will allow septic tank effluent to reach fractured rock or fissured rock, as long as the following conditions are met.

(A) Drainfield sizing.

(i) If the unsuitable feature is Class Ia soil, the disposal area sizing shall be based on the application rate for Class Ib soil. Some form of pressure distribution shall be used for effluent disposal.

(ii) If the unsuitable feature is fractured or fissured rock, the system sizing should be based on the application rate for Class III soil. Some form of pressure distribution system shall be used for effluent disposal.

(B) Effluent disinfection. Treated effluent must be disinfected as indicated in §285.32(e) of this title before discharging into the drainfield.

(C) Other requirements. The affidavit, maintenance, and testing and reporting requirements of §285.3(b)(3) and §285.7(a) and (d) of this title apply to these systems.

(6) All other non-standard disposal systems. The planning materials for all non-standard disposal systems not described in paragraphs (1) - (5) of this subsection shall be submitted to the executive director for review according to §285.5(b)(2) of this title before the systems can be installed.

Adopted May 23, 2001

Effective June 13, 2001

**§285.34. Other Requirements.**

(a) Septic tank effluent filters. Effective 180 days after the effective date of these rules, all effluent filters that are installed in septic tanks shall be listed and approved under the NSF Standard 46 (2000) or under any standard approved by the executive director.

(b) Pump tanks. Pump tanks may be necessary when the septic tank outlet is at a lower elevation than the disposal field or for systems that require pressure disposal. All requirements in §285.32(b)(1)(D) - (F) of this title (relating to Criteria for Sewage Treatment Systems) also apply to pump tanks. The pump tank shall be constructed according to the following specifications.

(1) Pump tank criteria. When effluent must be pumped to a disposal area, an appropriate pump shall be placed in a separate water-tight tank or chamber. A check valve may be required if the disposal area is above the pump tank. The pump tank shall be equipped to prevent siphoning. The tank shall be provided with an audible and visible high water alarm. If an electrical alarm is used, the power circuit for the alarm shall be separate from the power circuit for the pump. Batteries may be used for back-up power supply only. All electrical components shall be listed and labeled by Underwriters Laboratories (UL).

(2) Pump tank sizing. Pump tanks shall be sized to contain one-third of a day's flow between the alarm-on level and the inlet to the pump tank. The capacity above the alarm-on level may be reduced to four hours average daily flow if the pump tank is equipped with multiple pumps. See §285.33(d)(2)(G)(iii) of this title (relating to Criteria for Effluent Disposal Systems) for sizing of pump tanks for surface application systems.

(3) Pump specifications. A single pump may be used for flows equal to or less than 1,000 gallons per day. Dual pumps are required for flows greater than 1,000 gallons per day. A dual pump system shall have the "alarm on" level below the "second pump on" level, and shall have a lock-on feature in the alarm circuit so that once it is activated it will not go off when the second pump draws the liquid level below the "alarm on" level. All audible and visible alarms shall have a manual "silence" switch. The pump switch-gear shall be set such that each pump operates as the first pump on an alternating basis. All pumps shall be rated by the manufacturer for pumping sewage or sewage effluent.

(g) Condensation. If condensate lines are plumbed directly into an OSSF, the increased water volume must be accounted for (added to the usage rate) in the system planning materials.

Adopted May 23, 2001 Effective June 13, 2001

**§285.35. Emergency Repairs.**

(a) An emergency repair may be made to an OSSF providing that the repair:

(1) is made for the abatement of an immediate, serious and dangerous health hazard; and

(2) does not constitute an alteration of that OSSF system's planning materials and function.

(b) Emergency repairs include tasks such as replacing tank lids, replacing inlet and outlet devices, and repairing solid lines. Such repairs must meet criteria established in this chapter.

(c) The installer shall notify the permitting authority, in writing, within 72 hours after starting the emergency repairs. The notice must include a detailed description of the methods and materials used in the repair.

(d) An inspection of the emergency repairs may be required at the discretion of the permitting authority.

Adopted May 23, 2001 Effective June 13, 2001

**§285.36. Abandoned Tanks, Boreholes, Cesspools, and Seepage Pits.**

(a) An abandoned tank is a tank that is not to be used again for holding sewage.

(b) To properly abandon, the owner shall conduct the following actions, in the order listed.

(1) All tanks, boreholes, cesspools, seepage pits, holding tanks, and pump tanks shall have the wastewater removed by a waste transporter, holding a current registration with the executive director.

(2) All tanks, boreholes, cesspools, seepage pits, holding tanks, and pump tanks shall be filled to ground level with fill material (less than three inches in diameter) which is free of organic and construction debris.

Adopted May 23, 2001 Effective June 13, 2001

**§285.39. OSSF Maintenance and Management Practices.**

(c) Electrical wiring. All electrical wiring shall conform to the requirements the National Electric Code (1999) or under any other standards approved by the executive director. Additionally, all external wiring shall be installed in approved, rigid, non-metallic gray code electrical conduit. The conduit shall be buried according to the requirements in the National Electrical Code and terminated at a main circuit breaker panel or sub-panel. Connections shall be in approved junction boxes. All electrical components shall have an electrical disconnect within direct vision from the place where the electrical device is being serviced. Electrical disconnects must be weatherproof (approved for outdoor use) and have maintenance lockout provisions.

(d) Grease interceptors. Grease interceptors shall be used on kitchen waste-lines from institutions, hotels, restaurants, schools with lunchrooms, and other buildings that may discharge large amounts of greases and oils to the OSSF. Grease interceptors shall be structurally equivalent to, and backfilled according to, the requirements established for septic tanks under §285.32(b)(1)(D) - (F) of this title. The interceptor shall be installed near the plumbing fixture that discharges greasy wastewater and shall be easily accessible for cleaning. Grease interceptors shall be cleaned out periodically to prevent the discharge of grease to the disposal system. Grease interceptors shall be properly sized and installed according to the requirements of the 2000 edition of the Uniform Plumbing Code, other prevailing code, or under any other standards approved by the executive director.

(e) Holding tanks. Tanks shall be constructed according to the requirements established for septic tanks under §285.32(b)(1)(D) - (E) of this title. Inlet fittings are required. No outlet fitting shall be provided. A baffle is not required. Holding tanks shall be used only on sites where other methods of sewage disposal are not feasible (these holding tank provisions do not apply to portable toilets or to an office trailer at a construction site). All holding tanks shall be equipped with an audible and visible alarm to indicate when the tank has been filled to within 75% of its rated capacity. A port with its smallest dimension being at least 12 inches shall be provided in the tank lid for inspection, cleaning, and maintenance. This port shall be accessible from the ground surface and must be easily removable and watertight.

(1) Minimum capacity. The minimum capacity of the holding tank shall be sufficient to store the estimated or calculated daily wastewater flow for a period of one week (wastewater usage rate in gallons per day x seven days).

(2) Location. Holding tanks shall be installed in an area readily accessible to a pump truck under all weather conditions, and at a location that meets the minimum distance requirements in §285.91(10) of this title (relating to Tables).

(3) Pumping requirements. A scheduled pumping contract with a waste transporter, holding a current registration with the executive director, must be provided to the permitting authority before a holding tank may be installed. Pumping records must be retained for five years.

(f) Composting toilets. Composting toilets will be approved by the executive director provided the system has been tested and certified under NSF International Standard 41 (1999) or under any other standards approved by the executive director.

(a) An installer shall provide the owner of an OSSF with written information regarding maintenance and management practices and water conservation measures related to the OSSF installed, repaired, or maintained, by the installer.

(b) Owners shall have the treatment tanks pumped on a regular basis, in order to prevent sludge accumulation from spilling over to the next tank or the outlet device. Owners of treatment tanks shall engage only persons registered with the executive director to transport the treatment tank contents.

(c) Owners shall not allow driveways, storage buildings, or other structures to be constructed over the treatment or disposal systems.

(d) Owners shall not allow water softener and reverse osmosis back flush to enter into any portion of the OSSF.

Adopted May 23, 2001

Effective June 13, 2001

## SUBCHAPTER E: SPECIAL REQUIREMENTS FOR OSSFS LOCATED IN THE EDWARDS AQUIFER RECHARGE ZONE
## §§285.40 - 285.42
## Effective June 13, 2001

### §285.40. OSSFs on the Recharge Zone of the Edwards Aquifer.

(a) Applicability. The following additional provisions apply to the Edwards Aquifer recharge zone as defined in §285.2 of this title (relating to Definitions) and are not intended to be applied to any other areas in the State of Texas.

(b) Additional application requirements for new OSSFs. All planning materials shall be submitted to the permitting authority by a professional engineer or professional sanitarian.

(c) Conditions for obtaining an authorization to construct. In order to obtain an authorization to construct in the Edwards Aquifer recharge zone, the following conditions must be met.

(1) Minimum lot sizes. Each lot or tract of land on the recharge zone on which OSSFs are to be located shall have an area of at least one acre (43,560 square feet) per single family dwelling.

(2) Minimum separation distances from recharge features.

(A) No sewage treatment tank or holding tank may be located within 50 feet of a recharge feature as defined in §285.2 of this title.

(B) No soil absorption system may be located within 150 feet of a recharge feature.

(C) Additional separation distances in §285.91(10) of this title (relating to Tables) shall be used.

(d) Existing OSSFs. OSSFs shall comply with the provisions of this subchapter except as provided under §285.3(f)(1) of this title (relating to General Requirements). If the OSSF is required to have a new permit, the permit shall be obtained according to §285.3 of this title. An OSSF installed on the recharge zone before April 11, 1977, in either Uvalde or Kinney Counties is not required to be permitted, provided the OSSF is not causing pollution, is not a threat to the public health, is not a nuisance, and has not been altered.

(e) Exceptions for certain lots. Lots platted and recorded with the following counties in their official plat record, deed, or tax records before the date indicated in this subsection, are exempted from the one-acre minimum lot size requirement, according to the conditions of subsection (f) of this section. However, an Edwards Aquifer protection plan under Chapter 213 of this title (relating to Edwards Aquifer) may be required for construction of regulated activities, including home construction:

(1) Kinney, Uvalde, Medina, Bexar, and Comal Counties--March 26, 1974;

(2) Hays County--June 21, 1984;

(3) Travis County--November 21, 1983; and

(4) Williamson County--May 21, 1985.

(f) Notice. Any owner who divides his property into two or more residential lots, on which any part of the OSSF will be on the recharge zone, must inform, in writing, each prospective purchaser, lessee, or renter of the following:

(1) which lots within the regulated development are subject to the terms and conditions of this section;

(2) that an authorization to construct shall be required before an OSSF can be constructed in the subdivision;

(3) that a notice of approval shall be required for the operation of an OSSF; and

(4) whether an application for a water pollution abatement plan as defined in Chapter 213 of this title has been made, whether it has been approved, and if any restrictions or conditions have been placed on that approval.

Adopted May 23, 2001 Effective June 13, 2001

**§285.41. Edwards Aquifer Protection Plan.**

(a) An Edwards Aquifer protection plan as defined in Chapter 213 of this title (relating to Edwards Aquifer) shall be approved by the appropriate regional office before an authorization to construct may be issued for an OSSF by a permitting authority.

(b) For projects where an Edwards Aquifer protection plan has been approved by a regional office, the written notice required in §285.40(f) of this title (relating to OSSFs on the Recharge Zone of the Edwards Aquifer) shall include the separation distance requirements to any existing or possible recharge features found on the proposed lot or lots. The location of recharge features can be obtained from the designated representative or authorized agent of the county where the development will take place, from an affected groundwater conservation district, or as identified in the water pollution abatement plan for the proposed lot or lots as provided in §213.5(b)(4)(F)(ii) of this title (relating to Required Edwards Aquifer Protection Plans, Notification, and Exemptions).

Adopted May 23, 2001 Effective June 13, 2001

**§285.42. Other Requirements.**

(a) If any recharge feature is discovered during construction of an OSSF, all regulated activities near the feature shall be suspended immediately. The owner shall immediately notify the appropriate regional office of the discovery of the feature. Activities regulated under Chapter 213 of this title (relating to Edwards Aquifer) or this chapter shall not proceed near the feature until the permitting authority, in conjunction with the appropriate regional office, has reviewed and approved a plan proposed to protect the feature, the structural integrity of the OSSF, and the water quality of the aquifer. The plan shall be sealed, signed, and dated by a professional engineer.

(b) No OSSF may be installed closer than 75 feet from the banks of the Nueces, Dry Frio, Frio, or Sabinal Rivers downstream from the northern Uvalde county line to the recharge zone.

(c) Additional requirements may apply as required by the permitting authority's order, ordinance, or resolution.

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(3) work for an OSSF maintenance company; or

(4) perform any other OSSF-related activities which fall under the permitting authority's regulatory jurisdiction, except those activities directly related to the individual's duties as an employee of, appointee to, or contractor for the permitting authority.

Adopted May 23, 2001 Effective June 13, 2001

**§285.51. Exemptions to Licensing Requirements.**

(a) The individual owner of a single family dwelling is not required to be a licensed installer in order to install or repair an OSSF on his property. This provision does not apply to developers or to those that develop property for sale or lease. If the owner compensates a person to construct any portion of an OSSF, the individual performing the work must be a licensed installer. The owner must meet all permitting, construction, and maintenance requirements of the permitting authority.

(b) A licensed electrician who installs the electrical components, or a person who delivers a treatment or pump tank and sets the tank or tanks into an excavation, is not required to have an installer license.

Adopted May 23, 2001 Effective June 13, 2001

**§285.52. Administration.**

The executive director shall be responsible for the following:

(1) reviewing applications;

(2) preparing and administering examinations;

(3) issuing and renewing licenses and registrations;

(4) maintaining training records of apprentices, installers, and designated representatives;

(5) collecting fees;

(6) approving training for licensing credits;

(7) publishing a semi-annual roster of apprentices, installers, and designated representatives holding a current license or registration; and

(8) providing monthly updates of the roster to authorized agents.

Adopted May 23, 2001 Effective June 13, 2001

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# SUBCHAPTER F: LICENSING AND REGISTRATION REQUIREMENTS FOR INSTALLERS, APPRENTICES, AND DESIGNATED REPRESENTATIVES
## §§285.50 - 285.65
## Effective June 13, 2001

### §285.50. General Requirements.

(a) The purpose of this subchapter is to provide a uniform procedure for issuing licenses to installers and designated representatives, and issuing registrations to apprentices.

(b) Any individual who constructs any part of an OSSF shall hold a current installer license appropriate for the type of system being installed, except as noted in §285.51 of this title (relating to Exemptions to Licensing Requirements). This does not include the individuals under the direct supervision of the licensed installer or registered apprentice.

(1) Individuals may not advertise or represent themselves to the public as installers unless they possess a current installer license. Entities may not advertise or represent to the public that they can perform installer services unless they employ a currently licensed individual.

(2) The executive director may waive qualifications, training, or examination for an installer with a current authorization from another state if that state has requirements equivalent to those in this subchapter.

(c) Any individual who performs the duties of a designated representative under §285.62 of this title (relating to Duties and Responsibilities of Designated Representatives) on behalf of the authorized agent shall possess a current designated representative license. Individuals may not advertise or represent themselves to the public as designated representatives unless they are employed, appointed, or contracted by an authorized agent and hold a current designated representative license.

(d) Any individual who performs the duties of an apprentice under §285.63 of this title (relating to Duties and Responsibilities of Registered Apprentices) must hold a current apprentice registration under a licensed installer.

(e) When required by the permitting authority, the installer or the installer's apprentice must be present at the job site during the inspection or re-inspection of the OSSF.

(f) Any individual who acts in any capacity for a permitting authority shall not, within that permitting authority's area of jurisdiction:

(1) work as an apprentice to an OSSF installer;

(2) work as an OSSF installer;

**§285.53. Qualifications.**

(a) An Installer I is authorized to construct OSSFs as described in §285.91(9) of this title (relating to Tables). To be eligible as an Installer I, an individual must:

(1) complete the Installer I basic training course;

(2) pass the Installer I examination; and

(3) pay the licensing fee.

(b) An Installer II is authorized to construct all types of OSSFs as described in §285.91(9) of this title. To be eligible as an Installer II, an individual must:

(1) possess a current Installer I license or Apprentice registration;

(2) meet one of the following requirements for experience, which shall be documented as specified in §285.56 of this title (relating to Applications for License):

(A) have at least one year of verified experience as an Installer I;

(B) have at least two years of verified experience as an apprentice; or

(C) have at least one year of verified experience as an apprentice and at least six months of verified experience as an Installer I for individuals who possess an apprentice registration on the effective date of these rules;

(3) complete the Installer II basic training course;

(4) pass the Installer II examination; and

(5) pay the licensing fee.

(c) To be eligible as a Designated Representative, an individual must:

(1) complete the Designated Representative basic training course;

(2) pass the Designated Representative examination; and

(3) pay the licensing fee.

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**§285.54. Basic Training and Continuing Education.**

(a) General. In order to receive credit towards obtaining or renewing a license, an individual must take basic training courses or continuing education that are pre-approved by the executive director.

(b) Continuing Education. An individual must complete a minimum of 16 hours of continuing education before the expiration date of his license. Excess hours accumulated during one renewal period shall not be carried over to the next renewal period.

(c) Credit. Credit for any basic training or continuing education shall be based upon recorded attendance at an approved course.

Adopted May 23, 2001 Effective June 13, 2001

**§285.55. Examinations.**

(a) An individual shall take an examination for an Installer I, Installer II, or Designated Representative license after completing the basic training course. Examinations shall be graded and the results shall be forwarded to the applicant no later than 45 days after the examination date. The minimum passing score for an examination shall be 70%.

(b) Any individual who fails an examination may repeat the examination after waiting 60 days and paying the reexamination fee according to §285.60(d) of this title (relating to Terms and Fees). The examination may not be repeated more than four times within 12 months of the initial application submission.

(c) Examinations shall be given at places and times approved by the executive director.

Adopted May 23, 2001 Effective June 13, 2001

**§285.56. Applications for License.**

(a) Application for Initial License. Applications for licenses shall be made on a standard form provided by the executive director or the executive director's designee. The application must be submitted before taking the examination.

(b) Supplemental information for Installer II application. Applicants must submit statements attesting to the individual's work experience. Such statements shall include a description of the type of OSSF work that was performed by the individual and the physical addresses where the activity occurred. The experience shall be actual work accomplished under the license or registration during the time frames required under experience qualifications for an Installer II according to §285.53(b)(2) of this title (relating to Qualifications). The number of systems will not substitute for the time required.

(1) Experience as an installer. The individual shall submit either:

required license fee, the individual will be eligible to receive the appropriate license either on the effective date of these rules, or on the date the license fee is paid, whichever is later, only if he meets the requirements of this subchapter. The term of the license shall be from the date of issuance.

Adopted May 23, 2001 Effective June 13, 2001

**§285.57. Registration of Apprentices.**

(a) General. An individual who begins an apprentice program under the supervision of a licensed installer shall be registered with the executive director.

(b) Application. The completed application and fee must be submitted to the executive director by a licensed installer for each individual being registered as an apprentice under that installer's supervision. The application shall be on a form obtained from the executive director.

(c) Notification. Within 45 days after the date the executive director receives the application, the executive director will notify the supervising installer in writing whether the individual has been registered as an apprentice. The apprentice's registration will be effective when the executive director receives the completed apprentice application and fee as listed in §285.60 of this title (relating to Terms and Fees). An individual's application may be denied according to §285.59 of this title (relating to Conditions for Denial of License, Registration, or Renewal).

(d) Expiration or termination. The apprentice registration will expire on the same date as the supervising installer's license. Either the supervising installer or the apprentice may terminate the apprentice training program by providing written notice to the executive director. No reason for termination is required. Upon receipt of a letter stating that the apprentice training has been terminated, the agency shall terminate the apprentice's registration under the supervising installer.

(e) Renewal. It is the responsibility of the supervising installer to renew all of the registrations of his apprentices. If an apprentice registration is renewed late, the apprentice will be assigned a new registration date, but will not lose any experience gained under the previous registration.

Adopted May 23, 2001 Effective June 13, 2001

**§285.58. Applications for Renewal.**

(a) General. A license may be renewed unless it has been expired more than 30 days after the license expiration date, is revoked, or has been replaced by a higher class of license. Any individual who fails to renew within 30 days after the license expiration date will have to meet the requirements in §285.53 and §285.56 of this title (relating to Qualifications and Applications for License, respectively).

(b) Renewal application procedure. Applications for renewal shall be made on a form provided by the executive director.

(A) sworn statements from at least three individuals for whom the applicant performed construction services - references cannot be provided by individuals related to the applicant or applicant's spouse, such as a child, grandchild, parent, sister, brother, or grandparent;

(B) a sworn statement from a Designated Representative who has approved a minimum of three installations performed by the individual; or

(C) other documentation of the individual's work experience, as determined by the executive director to be sufficient under this section.

(2) Experience as an apprentice. An individual shall submit either:

(A) a sworn statement from the installer for whom the individual performed construction services;

(B) a sworn statement from a Designated Representative who witnessed the individual working on at least six OSSF installations; or

(C) other documentation of the applicant's work experience, as determined by the executive director to be sufficient under this section.

(c) Notification. Within 45 days after the date of the executive director's receipt of the application, the executive director will notify each applicant in writing whether the applicant meets the experience and fee requirements of this subchapter. If the applicant meets the experience and fee requirements of this subchapter, the executive director will include in the written notice an approval for the individual to take the next available course and examination.

(d) Application expiration. An application is good for 12 months from the date the applicant submits the application to the executive director or executive director's designee. If after the 12-month period, the applicant has not met the requirements of this subchapter, the application will be denied. The individual must repeat the appropriate training course, submit a new application and fee, and pass the examination.

(e) Issuance of license.

(1) The effective date of the license shall be the date the executive director determines and notifies the applicant that he has met all the licensing requirements of this subchapter. The license will be issued by the executive director no later than 45 days after the effective date of the license. The license shall be for the term specified in §285.60(a) of this title, shall be issued to an individual only, and is not transferable.

(2) On the effective date of these rules, if the executive director is holding an unexpired Installer I, Installer II, or Designated Representative license application that has not been denied for failure of the applicant to either meet the experience requirements under the previous rules or pay the

(1) The executive director shall mail a renewal application at least 30 days before the license expires to the most recent address provided to the executive director. If the executive director fails to mail out, or the individual does not receive, the renewal application, the individual is not relieved of the responsibility to timely submit a renewal application.

(2) The applicant is responsible for ensuring that the renewal application (with corrected information as applicable), the nonrefundable renewal fee, and proof of completion of the continuing education requirements are submitted to the executive director before the license expires.

(3) An installer is responsible for providing the name, social security number, and renewal fee for each apprentice under the installer's supervision with the renewal application.

(c) Late renewal application procedure.

(1) The executive director may renew a license within 30 days after the license expires provided the following conditions are met.

(A) The individual has completed the continuing education requirements before the license expired; and

(B) The individual has paid all fees according to §285.60 of this title (relating to Terms and Fees).

(2) Within 120 days after the effective date of these rules, individuals who had a license that expired within the two years before the effective date of these rules, may renew their license by:

(A) demonstrating proof of completion of continuing education (eight hours for licenses that have been expired for one year or less and 16 hours for licenses that have been expired for more than one year, but less than two years); and

(B) paying a fee.

(i) For licenses that have been expired for one year or less, the fee for a Designated Representative is $50, and the fee for an Installer I or an Installer II is $75.

(ii) For licenses that have been expired for more than one year, but less than two years, the fee for a Designated Representative is $100, and the fee for an Installer I or an Installer II is $150.

(d) Renewal Cycle. Licenses that are active on the effective date of these rules or renewed according to subsection (c) of this section shall be renewed on a biennial basis. Licenses that expire on August 31 after the effective date of these rules, provided the renewal process has not already begun, shall be renewed in the following manner.

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(1) Licenses with odd license numbers shall be initially renewed for a minimum of one year, from August 31, with an expiration date of the last day of the month the license was first issued.

(A) To renew for the first year, the individual must:

(i) demonstrate completion of at least eight hours of continuing education training before the license expires on August 31; and

(ii) pay a license fee of $50 for a Designated Representative or $75 for an Installer I or an Installer II on or before August 31.

(B) After this renewal, the licenses will be renewed on a two-year basis according to the requirements of subsections (a) - (c) of this section.

(C) To renew the next year for a two-year period, the individual must:

(i) demonstrate completion of at least eight hours of continuing education; and

(ii) pay a license fee of $100 for a Designated Representative or $150 for an Installer I or an Installer II.

(2) Licenses with even license numbers shall be renewed for a minimum of two years, from August 31, with an expiration date of the last day of the month of the first issue date. To renew, the individual must:

(A) demonstrate completion of at least eight hours of continuing education before their license expires on August 31; and

(B) pay a license fee of $100 for a Designated Representative or $150 for an Installer I or an Installer II on or before August 31. After this renewal, the license will be renewed according to the requirements of subsections (a) - (c) of this section.

(e) Notification. The executive director will determine whether the applicant meets the renewal requirements of this subchapter. If all requirements have been met, the executive director will renew the license by sending the license to the applicant within 45 days after the date the executive director receives the renewal application. The license shall be for the term specified in §285.60(a) of this title, shall be issued to an individual only, and is not transferable. The executive director will notify the applicant in writing, within 45 days after the date the executive director receives the renewal application, if the applicant does not meet the requirements and the application is therefore denied.

Adopted May 23, 2001

Effective June 13, 2001

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**§285.59. Conditions for Denial of License, Registration, or Renewal.**

The executive director may deny a new or renewal application for a license or registration:

(1) if the individual fails to meet the licensing or registration requirements in §§285.53, 285.56, or 285.57 of this title (relating to Qualifications; Applications for License; and Registration of Apprentices, respectively) or the renewal requirements in §285.58 of this title (relating to Applications for Renewal), as applicable;

(2) if the individual is delinquent in the payment of any fee or penalty imposed under the Texas Health and Safety Code, Chapter 366, the Texas Water Code, Chapter 7, or this chapter unless:

(A) the individual pays the fee or penalty to the executive director within 30 days after submitting an application; or

(B) the executive director has agreed to a payment plan within 30 days after the individual submits an application;

(3) if the individual is identified by the Texas Guaranteed Student Loan Corporation (TGSLC) as being in default on loans guaranteed by the TGSLC (the executive director will proceed as described in the Texas Education Code, Chapter 57);

(4) if the individual is identified by the Office of the Attorney General as being delinquent on child support payments (upon receipt of a final order suspending a license or registration, the executive director will proceed as described in the Texas Family Code, Chapter 232); or

(5) for other good cause that constitutes adequate grounds for denial as determined by the executive director. When other good cause exists for denial of a new or renewal application, the executive director may take action according to §285.64(b) of this title (relating to Denial, Reprimand, Suspension, or Revocation of License or Registration).



**§285.60. Terms and Fees.**

(a) The fee for the entire term of the license or registration shall be paid with each application and is non-refundable. The applicant is responsible to ensure that he meets the minimum qualifications under this subchapter and shall address any issue(s) that may be grounds for denial as indicated in §285.59 in this title (relating to Conditions for Denial of License, Registration, or Renewal). The fees and terms of licensing and registration are specified in the following figure.

| License or Registration | Term | Application Fee | Renewal Fee |
|---|---|---|---|
| Installer I | 2 years | $150 | $150 |
| Installer II | 2 years | $150 | $150 |
| Designated Representative | 2 years | $150 | $100 |
| Apprentice | Varies under §285.57(d) | $50 | $50 |

(b) The licensing or registration fee shall not be prorated.

(c) A fee of $20 shall be charged for a duplicate copy of the license or registration or for the replacement of a lost or damaged license or registration.

(d) A minimum fee of $25 shall be charged for a reexamination. This fee may vary if the executive director designates an entity to administer the testing.

(e) A convenience fee may be set by the provider of an alternative fee payment service. The person using an alternative payment method will be responsible for paying the convenience fee.

Adopted May 23, 2001 Effective June 13, 2001

**§285.61. Duties and Responsibilities of Installers.**

An installer shall:

(1) possess a current Installer I or Installer II license before beginning construction of an OSSF;

(2) record his license number on all bids, proposals, contracts, invoices, proposed construction drawings, or other correspondence with owners, the executive director, or authorized agents;

(3) provide true and accurate information on any application or any other documentation;

(4) begin the construction of an OSSF only after obtaining documentation that the owner, or owner's agent, has the permitting authority's authorization to construct, unless a permit is not required;

(5) notify the permitting authority of the date on which he plans to begin the construction of an OSSF, unless a permit is not required;

(6) construct an OSSF to meet the minimum criteria required by this chapter or the more stringent requirements of the permitting authority;

(7) construct the OSSF that has been authorized by the permitting authority for the specific location identified in the site evaluation;

(8) stop construction and return to the permitting authority to change the planning materials for the permit if site or soil conditions, materials, or supplies make compliance with the planning materials impossible;

(9) be present at the job site during the construction of the OSSF or be represented by an apprentice;

(10) be present at the job site at least once each work day if the OSSF work is supervised by an apprentice and verify that the work performed by the apprentice is according to the requirements of this chapter;

(11) request the initial, final, and any other required inspection or inspections from the permitting authority;

(12) refrain from removing materials from, or altering components of, an OSSF after the final inspection;

(13) submit to the permitting authority, within 72 hours of starting emergency repairs, a written statement describing the need for any emergency repair and the work performed;

(14) perform maintenance, keep a maintenance record, and submit maintenance reports to the permitting authority and the owner for an OSSF for which the installer has contracted to provide maintenance according to §285.7 of this title (relating to Maintenance Requirements); and

(15) maintain a current address and phone number with the executive director and submit any change in address or phone number in writing within 30 days after the date of the change.

Adopted May 23, 2001 Effective June 13, 2001

**§285.62. Duties and Responsibilities of Designated Representatives.**

A Designated Representative shall:

(1) possess a current license from the executive director;

(2) be employed, appointed, or contracted by an authorized agent;

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(3) enforce the rules and regulations of the Texas Health and Safety Code, Chapter 366, the Texas Water Code, this chapter, and the permitting authority;

(4) assist the authorized agent in amending the authorized agent's order, ordinance, or resolution when necessary;

(5) conduct subdivision reviews in conformance with this chapter;

(6) review variance requests to ensure compliance with the requirements of the permitting authority;

(7) approve only planning materials that conform with the requirements of this chapter and the requirements of the permitting authority;

(8) issue the authorization to construct;

(9) verify, before the initial inspection, that the installer possesses a current license and has the correct classification for constructing the permitted or planned OSSF;

(10) conduct construction inspections as required under §285.3(d) of this title (relating to General Requirements);

(11) approve only construction that conforms with this chapter, the authorized agent's approved order, ordinance, or resolution, and the notice of approval;

(12) issue the notice of approval;

(13) ensure collection of all OSSF related fees;

(14) ensure maintenance of accurate records of permitting, fees, inspections, maintenance reports, and complaints;

(15) investigate complaints and take appropriate and timely action;

(16) record his license number on all plan reviews, complaint investigations, inspection reports, site evaluations, and any other correspondence prepared in performance of the duties of a Designated Representative under this chapter;

(17) record the installer license number in any inspection reports relating to that installer;

(18) receive compensation for OSSF related services within the authorized agent's area of jurisdiction, only from the authorized agent or according to a signed contract with the authorized agent;

(19) while employed by, appointed to, or contracted by the authorized agent, refrain from performing any of the following activities within the authorized agent's area of jurisdiction:

(A) working as an apprentice to an OSSF installer;

(B) working as an OSSF installer;

(C) working for an OSSF maintenance company; or

(D) performing any other OSSF-related activities which fall under the authorized agent's regulatory jurisdiction, except those activities directly related to the individual's duties as a designated representative for the authorized agent;

(20) verify the existence of a maintenance contract between an owner and the maintenance company according to §285.7(c) of this title (relating to Maintenance Requirements); and

(21) maintain a current address and phone number with the executive director and submit any change in address or phone number in writing within 30 days after the date of the change.

Adopted May 23, 2001 Effective June 13, 2001

**§285.63. Duties and Responsibilities of Registered Apprentices.**

(a) An apprentice shall:

(1) represent his supervising installer during construction at the site;

(2) perform services associated with OSSF construction under the direct supervision and direction of the installer on-site or be in direct communication with the installer; and

(3) maintain a current address and phone number with the executive director and submit any change in address or phone number in writing within 30 days after the date of the change.

(b) An apprentice shall not act as, or offer to perform services as, an installer. An apprentice may not perform any services associated with OSSF construction except under the direct supervision of an installer holding a current license or according to the supervising installer's expressed directions.

Adopted May 23, 2001 Effective June 13, 2001

**§285.64. Denial, Reprimand, Suspension, or Revocation of License or Registration.**

(a) General. If an apprentice, installer, or designated representative causes, contributes to, or allows a violation of the Texas Water Code, Chapter 7 or Chapter 26, the Texas Health and Safety Code, Chapter 341 or Chapter 366, or this chapter to occur, he may be subject to a denial of a renewal,

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reprimand, suspension, or revocation of the license or registration. Notification of actions under this section will be issued in writing and delivered by first class and certified mail.

(b) Denial.

(1) New application. When the executive director denies an application for a new license for any of the violations listed under subsection (d) of this section, or for other good cause, the executive director shall notify the applicant of the executive director's intent to deny the application, and advise the applicant of the opportunity to file a motion for reconsideration under §50.39 of this title (relating to Motion for Reconsideration).

(2) Renewal application. When the executive director denies a renewal application for a license for any of the violations listed under subsection (d) of this section, or for other good cause, the executive director shall notify the applicant of the executive director's intent to deny the application, and advise the applicant of the opportunity to request a hearing.

(c) Reprimand. If an apprentice, installer, or designated representative caused, contributed to, or allowed a violation of this chapter to occur, the executive director may issue a written reprimand. The reprimand shall be placed in the individual's permanent file maintained by the executive director. The reprimand shall be a warning that further violations or offenses by the individual may warrant suspension, revocation, enforcement action, or some combination thereof. A reprimand, however, is not a prerequisite for initiation of suspension, revocation, or enforcement proceedings.

(d) Suspension and revocation. The commission may suspend or revoke a license or registration if the commission finds that the license or registration holder caused, contributed to, or allowed a violation of this chapter to occur. If the executive director determines a suspension or revocation of a registration of an apprentice, or a license of an installer or a designated representative is warranted, the executive director shall initiate enforcement proceedings according to Chapters 70 and 80 of this title. The individual shall not perform the duties and responsibilities of an apprentice, installer, or designated representative while the license or registration is suspended or revoked.

(1) Suspension. A license or registration may be suspended for a period of up to one year, depending upon the seriousness of the violation or violations. A license or registration will be revoked automatically upon a second suspension. A license or registration may be suspended for the following:

(A) for an installer:

(i) failing to perform required maintenance on an OSSF for at least eight consecutive months (failing to maintain records is evidence of failure to perform maintenance on the OSSF);

(ii) failing to properly submit three maintenance reports for an individual OSSF in a 12 month period;

(iii) failing to properly submit five or more required OSSF maintenance reports over any two-year period;

(iv) being indebted to the state for a fee, penalty, or tax imposed by a statute or rule; or

(v) for other good cause as determined by the executive director;

(B) for a designated representative:

(i) failing to verify, before the initial inspection for a particular OSSF, that the individual is a properly licensed installer;

(ii) failing to investigate nuisance complaints or complaints against installers, within 30 days of receipt of the complaint, according to §285.71 of this title (relating to Authorized Agent Enforcement of OSSFs);

(iii) failing to enforce the requirements of the order, ordinance, or resolution of an authorized agent;

(iv) being indebted to the state for a fee, penalty, or tax imposed by a statute or rule; or

(v) for other good cause as determined by the executive director.

(2) Revocation. The commission may revoke a license or registration for either a designated term or permanently. If a license or registration is revoked a second time, the revocation shall be permanent. A license or registration may be revoked for the following:

(A) for an installer:

(i) constructing, or allowing the construction of, an OSSF that is not in compliance with this chapter;

(ii) practicing theft, fraud, or deceit in performance of his duties;

(iii) submitting false or inaccurate information to the permitting authority or an owner;

(iv) allowing, or beginning, the construction of an OSSF without a permit when a permit is required;

(v) for other good cause as determined by the executive director;

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(B) for a designated representative:

(i) practicing theft, fraud, or deceit in the performance of his duties;

(ii) approving construction of an OSSF that is not in conformance with this chapter, the authorized agent's approved order, ordinance, or resolution, and the notice of approval;

(iii) failing to enforce the provisions of the Texas Health and Safety Code, Chapter 366 or this chapter;

(iv) practicing as an apprentice or an installer in the authorized agent's area of jurisdiction while employed, appointed, or contracted by that authorized agent;

(v) working for a maintenance company in the authorized agent's area of jurisdiction while employed, appointed, or contracted by that authorized agent; or

(vi) for other good cause as determined by the executive director;

(C) for an apprentice:

(i) acting as, or performing duties and responsibilities of, an installer without the direct supervision of, or direct communication with, his supervising installer; or

(ii) for other good cause as determined by the executive director.

(e) Reinstatement.

(1) The following procedures for renewal apply to individuals who have had their license or registration suspended.

(A) If the license or registration expiration date falls within the suspension period, the individual may renew his license or registration during the suspension period according to §285.58 of this title (relating to Applications for Renewal).

(B) After the suspension period has ended, the license or registration will be automatically reinstated, unless the license or registration expiration date fell within the suspension period and the individual failed to renew his license or registration during the suspension period.

(2) Individuals who have had their license or registration revoked will not have their license or registration automatically reinstated after the revocation period. After the revocation period has ended, an individual may apply for a new license or registration according to §285.56 and §285.57 of this title (relating to Applications for License and Registrations of Apprentices, respectively).

Adopted May 23, 2001

Effective June 13, 2001

**§285.65. Hearings.**

All hearings are to be conducted according to Chapters 70 and 80 of this title (relating to Enforcement and Contested Case Hearings, respectively).

Adopted May 23, 2001

Effective June 13, 2001

## SUBCHAPTER G: DUTIES OF OWNERS AND AUTHORIZED AGENTS
## §285.70, §285.71
## Effective June 13, 2001

### §285.70. Duties of Owners With Malfunctioning OSSFs.

If the executive director or the authorized agent determines that an OSSF is malfunctioning, as defined in §285.2 of this title (relating to Definitions), the owner shall bring the OSSF into compliance by repairing the malfunction. The owner shall initiate repair of a malfunctioning OSSF no later than:

(1) the 30th day after the date which the owner is notified by the executive director or the authorized agent of the malfunctioning system, if the owner has not been notified of the malfunctioning system during the previous 12 months;

(2) the 20th day after the date on which the owner is notified by the executive director or the authorized agent of the malfunctioning system, if the owner has been notified of the malfunctioning system at least once during the previous 12 months; or

(3) the 10th day after the date on which the owner is notified by the executive director or the authorized agent of the malfunctioning system, if the owner has been notified of the malfunctioning system at least twice during the previous 12 months.

Adopted May 23, 2001 Effective June 13, 2001

### §285.71. Authorized Agent Enforcement of OSSFs.

(a) Complaints. The authorized agent shall investigate a complaint regarding an OSSF within 30 days after receipt of the complaint, notify the complainant of the findings, and take appropriate and timely action on all documented violations. Appropriate action may include criminal or civil enforcement action as necessary under the authority of their order, ordinance, or resolution, the Texas Water Code, Chapters 7 and 26, or the Texas Health and Safety Code, Chapters 341 and 366. This may include complaints against:

(1) registered apprentices and licensed installers and designated representatives;

(2) individuals performing the duties as an apprentice, installer, or designated representative without a current registration or license;

(3) owners in violation of this chapter or the authorized agent's order, ordinance, or resolution; or

(4) owners of malfunctioning OSSFs on the owners' property.

(b) Conviction or court judgment under subsection (a)(1) and (2) of this section. Upon conviction or court judgment, the authorized agent shall send a copy of the conviction or court judgment to the executive director.

(c) Referral of complaints under subsection (a)(1) and (2) of this section. If there are unsual circumstances involved, or if the authorized agent is unable to take enforcement action, the authorized agent may refer complaints to the executive director in writing at any time after a documented investigation of the complaint has been completed.

Adopted May 23, 2001

Effective June 13, 2001

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## SUBCHAPTER H: TREATMENT AND DISPOSAL OF GREYWATER
## §285.80, §285.81
## Effective June 13, 2001

### §285.80. Treatment and Disposal of Greywater.

New construction or alteration to an existing greywater conveyance, treatment, storage or disposal system outside of a structure or building must comply with this chapter and any established requirements of the permitting authority. Any new construction or alteration to an existing greywater reuse or reuse conveyance system associated with a structure or building must comply with requirements of the State Board of Plumbing Examiners.

Adopted May 23, 2001 Effective June 13, 2001

### §285.81. Criteria for Discharge of Laundry Greywater.

Wastewater from residential clothes washing machines, otherwise known as laundry greywater, may be discharged directly onto the ground surface under the following conditions.

(1) The disposal area shall not create a public health nuisance.

(2) Surface ponding shall not occur in the disposal area.

(3) The disposal area shall support plant growth or be sodded with vegetative cover.

(4) The disposal area shall have limited access and use by residents and pets.

(5) Laundry greywater that has been in contact with human or animal waste shall not be discharged on the ground surface and shall be treated and disposed of according to §285.32 and §285.33 of this title (relating to Criteria for Sewage Treatment Systems and Criteria for Effluent Disposal Systems, respectively).

(6) Laundry greywater shall not be discharged to the area if the soil is wet.

(7) The use of detergents that contain a significant amount of phosphorus, sodium, or boron should be avoided.

(8) A lint trap shall be required at the end of the discharge line.

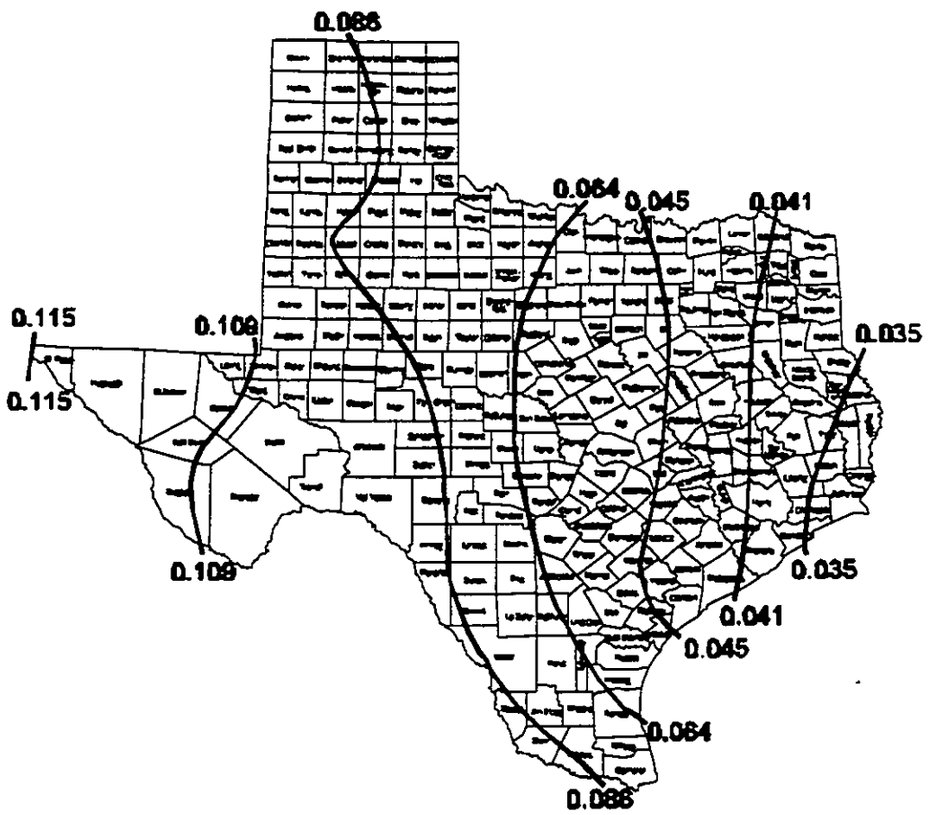
Adopted May 23, 2001 Effective June 13, 2001

**SUBCHAPTER I: APPENDICES**
**§285.90, §285.91**
**Effective June 13, 2001**

**§285.90. Figures.**

The following figures are necessary for the proper location, planning, construction, and installation of an OSSF.

(1) Figure 1. Maximum Application Rates for Surface Application of Treated Effluent in Texas (Gallons/Square Foot/Day).




Note: To obtain the application rate for any particular area, refer to the isopleth line to the left of the area.

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(2) Figure 2. Model Deed and Affidavit Language

THE COUNTY OF (insert County name)
STATE OF TEXAS

CERTIFICATION OF OSSF REQUIRING MAINTENANCE

According to Texas Natural Resource Conservation Commission Rules for On-Site Sewage Facilities, this document is filed in the Deed Records of (insert county name) County, Texas.

I

The Texas Health and Safety Code, Chapter 366 authorizes the Texas Natural Resource Conservation Commission (TNRCC) to regulate on-site sewage facilities (OSSFs). Additionally, the Texas Water Code (TWC), § 5.012 and § 5.013, gives the TNRCC primary responsibility for implementing the laws of the State of Texas relating to water and adopting rules necessary to carry out its powers and duties under the TWC. The TNRCC, under the authority of the TWC and the Texas Health and Safety Code, requires owner's to provide notice to the public that certain types of OSSFs are located on specific pieces of property. To achieve this notice, the TNRCC requires a deed recording. Additionally, the owner must provide proof of the recording to the OSSF permitting authority. This deed certification is not a representation or warranty by the TNRCC of the suitability of this OSSF, nor does it constitute any guarantee by the TNRCC that the appropriate OSSF was installed.

II

An OSSF requiring a maintenance contract, according to 30 Texas Administrative Code §285.91(12) will be installed on the property described as (insert legal description):

The property is owned by (insert owner's full name)

This OSSF must be covered by a continuous maintenance contract. All maintenance on this OSSF must be performed by an approved maintenance company, and a signed maintenance contract must be submitted to (insert name of the permitting authority) within 30 days after the property has been transferred.

The owner will, upon any sale or transfer of the above-described property, request a transfer of the permit for the OSSF to the buyer or new owner. A copy of the planning materials for the OSSF can be obtained from (insert name of permitting authority).

WITNESS BY HAND(S) ON THIS ____ DAY OF _____, _____.

_____

_____
(Owner(s) signature(s))

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS _____ DAY OF

_____, _____ .

_____
Notary Public, State of Texas
Notary's Printed Name:
My Commission Expires:

(3) Figure 3. Sample Testing and Reporting Record.

This testing and reporting record shall be completed, signed and dated after each maintenance check and test. One copy shall be retained by the maintenance company. The second copy shall be sent to the local permitting authority and the third copy shall be sent to the system owner.

1. Required frequency of maintenance check and tests - (daily, weekly, monthly, quarterly, every 4 months).
   Actual date of test: _____

2. System inspection:
   Property Address: _____
   Permit Number: _____
   Person Performing Inspection: _____
   _____
   (Signature)

| Inspected Item | Operational | Inoperative |
|---|---|---|
| Aerators | | |
| Filters | | |
| Irrigation Pumps | | |
| Recirculation Pumps | | |
| Disinfection Device | | |
| Chlorine Supply | | |
| Electrical Circuits | | |
| Distribution System | | |
| Sprayfield Vegetation/Seeding (if applicable) | | |
| Other as Noted | | |

3. Repairs to system (list all components replaced): _____
   _____
   _____

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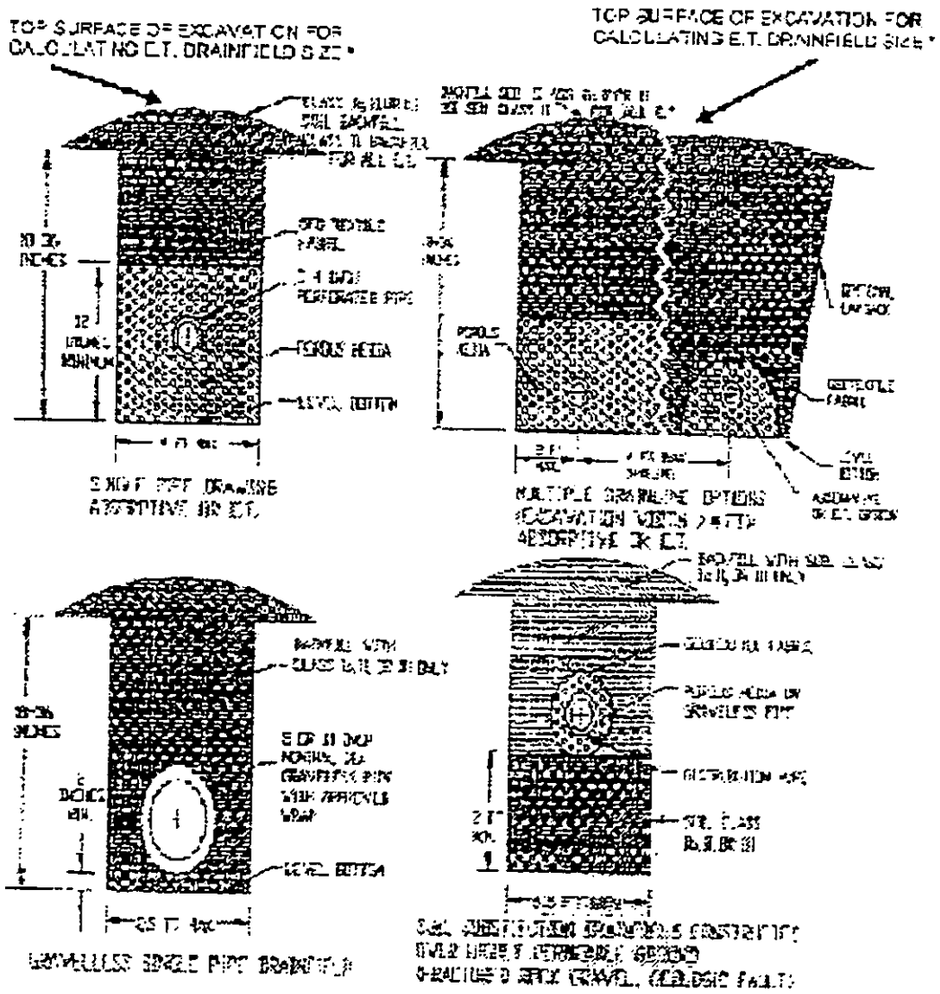
4. Tests required and results:

| Test | Required Yes | Required No | Results mg/l, mpn/100 ml, or trace | Test Method |
|---|---|---|---|---|
| BOD (Grab) | | | | |
| TSS (Grab) | | | | |
| $Cl_2$ (Grab) | | | | |
| Fecal Coliform | | | | |

5. Date(s) responded to owner complaints during reporting period (attach copy of complaint and findings): _____

6. General comments or recommendations: _____

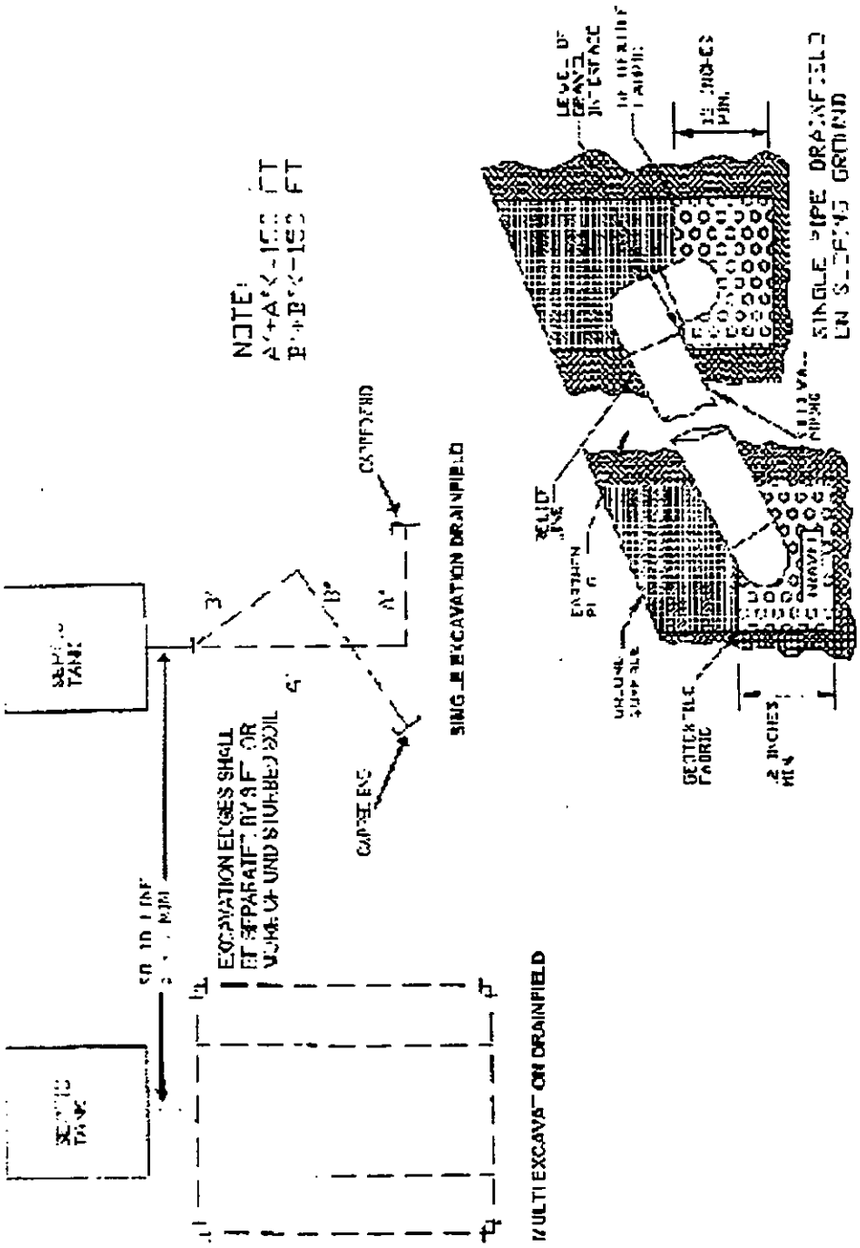
(4) Figure 4. Typical Drainfields - Sectional View.



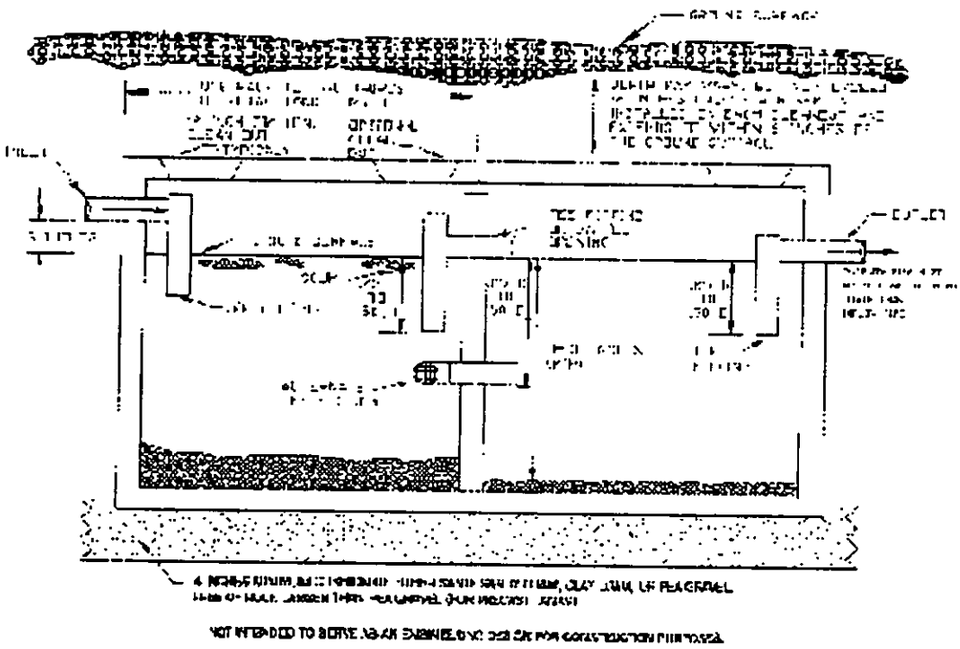
* Credit for top surface area shall be limited to 2 feet past outside drain line.

(5) Figure 5. Typical Drainfields.

Figure 5. Typical Drainfields.



(6) Figure 6. Two Compartment Septic Tank.



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## §285.91. Tables.

The following tables are necessary for the proper location, planning, construction, and installation of an OSSF.

(1) Table I. Effluent Loading Requirements Based on Soil Classification.

| SOIL CLASS (Refer to Table VI) | LONG TERM APPLICATION ($R_a$) *GALLONS PER ABSORPTIVE AREA (SF) PER DAY |
|---|---|
| Ia | >0.50 |
| Ib | 0.38 |
| II | 0.25 |
| III | 0.20 |
| IV | 0.1 |

* The absorptive area consists of the bottom area of the excavation **PLUS** one foot of sidewall area around the full perimeter of the excavation.

The required absorptive area shall be calculated by the following formula:

ABSORPTIVE AREA = $Q/R_a$, where Q is the wastewater usage rate in gallons per day (see Table III, Relating to Wastewater Usage Rate).

(2) Table II. Septic Tank Minimum Liquid Capacity.

| SEPTIC TANK MINIMUM LIQUID CAPACITY |
|---|

A. Determine the applicable wastewater usage rate (Q) in TABLE III of 30 TAC Chapter 285.

B. Calculate the minimum septic tank volume (V) as follows:

1. For Q equal to or less than 250 gal/day:
   V = 750 gallons

2. For Q greater than or equal to 251 gal/day but less than or equal to 350 gal/day:
   V = 1000 gallons

3. For Q greater than or equal to 351 gal/day but less than or equal to 500 gal/day:
   V = 1250 gallons

4. For Q greater than or equal to 501 gal/day but less than or equal to 1000 gal/day:
   V = 2.5 Q

5. For Q greater than or equal to 1001 gal/day:
   V= 1,750 + 0.75Q

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(3) Table III. Wastewater Usage Rate.

This table shall be used for estimating the hydraulic loading rates only [daily wastewater usage rate (Q) for sizing septic tank liquid capacity and drainfield area]. Sizing formulas are based on residential strength BOD. Commercial/institutional facilities must pretreat their wastewater to 140 $BOD_5$. **Actual water usage data or other methods of calculating wastewater usage rates may be used by the system designer if it is accurate and acceptable to the Texas Natural Resource Conservation Commission or its authorized agents. If actual water use records are greater than the usuage rates in this table, the system shall be designed for the higher flow.**

| TYPE OF FACILITY | USAGE RATE GALLONS/DAY (Without Water Saving Devices) | USAGE RATE GALLONS /DAY (With Water Saving Devices) |
|---|---|---|
| Single family dwelling (one or two bedrooms) - less than 1,500 square feet. | 225 | 180 |
| Single family dwelling (three bedrooms) - less than 2,500 square feet. | 300 | 240 |
| Single family dwelling (four bedrooms) - less than 3,500 square feet. | 375 | 300 |
| Single family dwelling (five bedrooms) - less than 4,500 square feet. | 450 | 360 |
| Single family dwelling (six bedrooms) - less than 5,500 square feet. | 525 | 420 |
| Greater than 5,500 square feet, each additional 1,500 square feet or increment thereof. | 75 | 60 |
| Condominium or Townhouse (one or two bedrooms) | 225 | 180 |
| Condominium or Townhouse (each additional bedroom) | 75 | 60 |
| Mobile home (one or two bedrooms) | 225 | 180 |
| Mobile home (each additional bedroom) | 75 | 60 |
| Country Clubs (per member) | 25 | 20 |
| Apartment houses (per bedroom) | 125 | 100 |
| Boarding schools (per room capacity) | 50 | 40 |
| Day care centers (per child with kitchen) | 25 | 20 |
| Day care centers (per child without kitchen) | 15 | 12 |
| Factories (per person per shift) | 15 | 12 |
| Hospitals (per bed) | 200 | 160 |
| Hotels and motels (per bed) | 75 | 60 |
| Nursing homes (per bed) | 100 | 80 |
| Laundries (self service per machine) | 250 | 200 |
| Lounges (bar and tables per person) | 10 | 8 |

| TYPE OF FACILITY | USAGE RATE GALLONS/DAY (Without Water Saving Devices) | USAGE RATE GALLONS /DAY (With Water Saving Devices) |
|---|---|---|
| Movie Theaters (per seat) | 5 | 4 |
| Office buildings (no food or showers per occupant) | 5 | 4 |
| Office buildings (with food service per occupant) | 10 | 8 |
| Parks (with bathhouse per person) | 15 | 12 |
| Parks (without bathhouse per person) | 10 | 8 |
| Restaurants (per seat) | 35 | 28 |
| Restaurants (fast food per seat) | 15 | 12 |
| Schools (with food service & gym per student) | 25 | 20 |
| Schools (without food service) | 15 | 12 |
| Service stations (per vehicle) | 10 | 8 |
| Stores (per washroom) | 200 | 160 |
| Swimming pool bathhouses (per person) | 10 | 8 |
| Travel trailer/RV parks (per space) | 50 | 40 |
| Vet clinics (per animal) | 10 | 8 |
| Construction sites (per worker) | 50 | 40 |
| Youth camps (per camper) | 30 | 24 |

(4) Table IV. Required Testing and Reporting.

| Type and Size of Treatment Unit | Testing Frequency | Required Tests | Minimum Acceptable Test Results |
|---|---|---|---|
| Any Treatment Method in Conjunction with Surface Application | At least once every four months | One $BOD_5$ and TSS Grab Sample Per Year (non-single family residences only)<br><br>Total Chlorine Residual or Fecal Coliform at Each Required Test | $BOD_5$ and TSS Grab Samples Not To Exceed 65 mg/l<br><br>0.1 mg/l Residual in Pump Tank or Fecal Coliform Not To Exceed 200 MPN/100 ml (CFU/100 ml) |
| Any Secondary Treatment System | At least once every four months | None | None |
| Non Standard | Permit Specific | Permit Specific | Permit Specific |

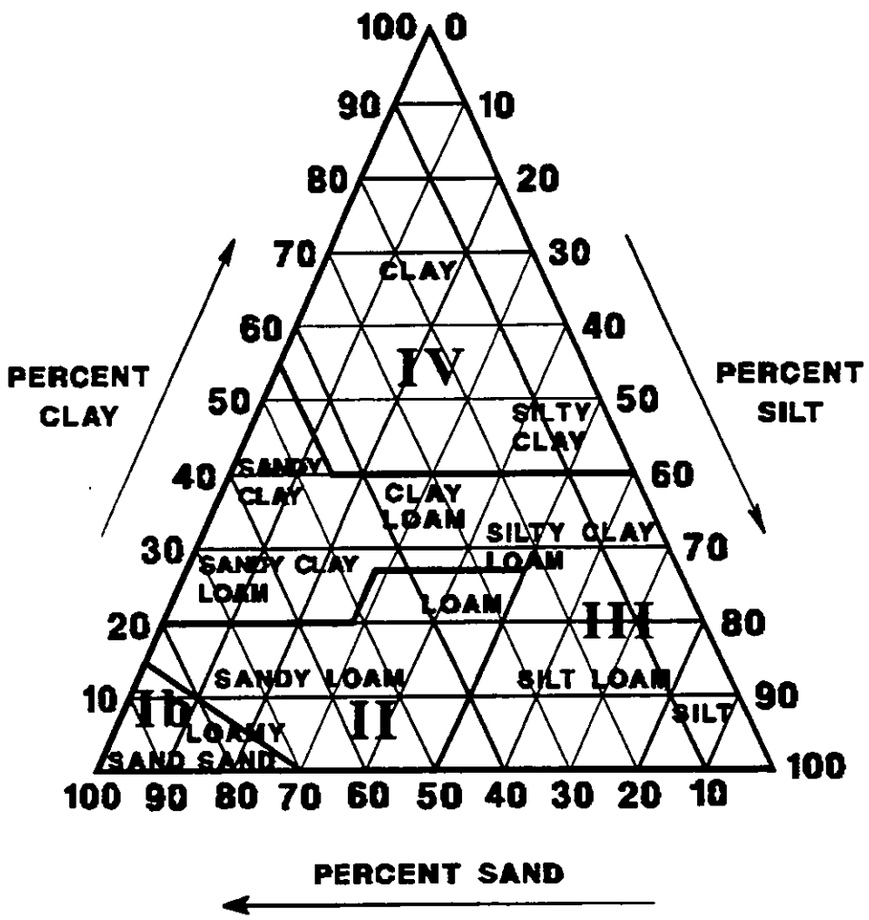
(5) Table V. Criteria for Standard Subsurface Absorption Systems.

| FACTORS | SUITABLE (S) | UNSUITABLE (U) |
|---|---|---|
| Topography | Slopes 0-30% | Slopes greater than 30%<br>Complex slopes. |
| Subsoil Texture | Soil Class Ib, II, or III soils along the sidewall and two feet below the bottom of the excavation | Soil Class Ia soils along the sidewall or within two feet below the bottom of the excavation (Except for lined ET)<br><br>Soil Class IV along the sidewall or within two feet below the bottom of the excavation (Except for pumped effluent and ET) |
| Restrictive Horizon | No restrictive horizon intersects the sidewall or is within 24 inches below the bottom of the proposed excavation. | A restrictive horizon intersects the sidewall or is within 24 inches below the bottom of the proposed excavation. (Except as indicated in §285.33(b)(1)(A)(vi)) |
| Gravel analysis | In Class II or III soils, only;<br>Gravel portion less than 30% and gravel greater than 2.0 mm; or<br>If greater than 30% gravel, 80% of the gravel portion must be less than 5.0 mm | All other Class II and III soils, which contain gravel in excess of what is described as suitable<br><br>All other soils with greater than 30% gravel |
| Groundwater | No indication of seasonal groundwater anywhere within 24 inches of the bottom of the proposed excavation. | Indications of seasonal groundwater or drainage mottles anywhere within 24 inches of the bottom of the proposed excavation. (Except for lined ET) |
| Flood Hazard | No flooding potential. | Areas located in the floodplain and regulatory floodway unless system designed according to §285.31(c)(2)<br><br>Depressional areas without adequate drainage |
| Other | | Fill material. |

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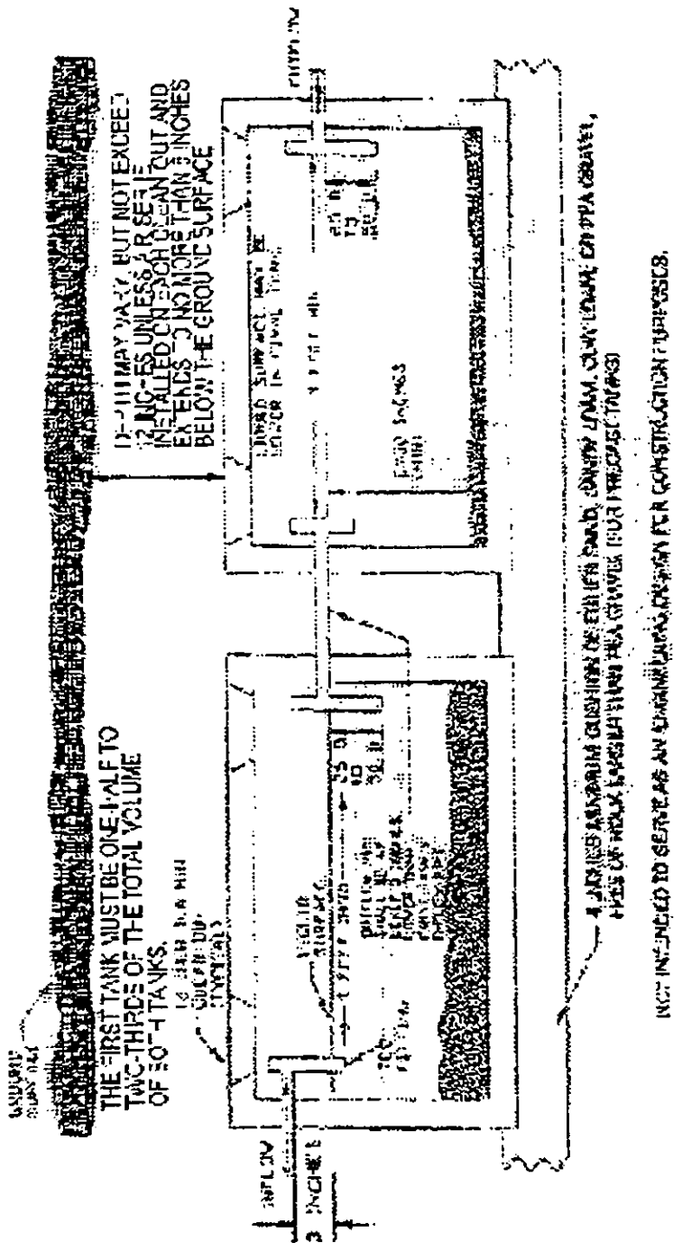
(6) Table VI. USDA Soil Textural Classifications.



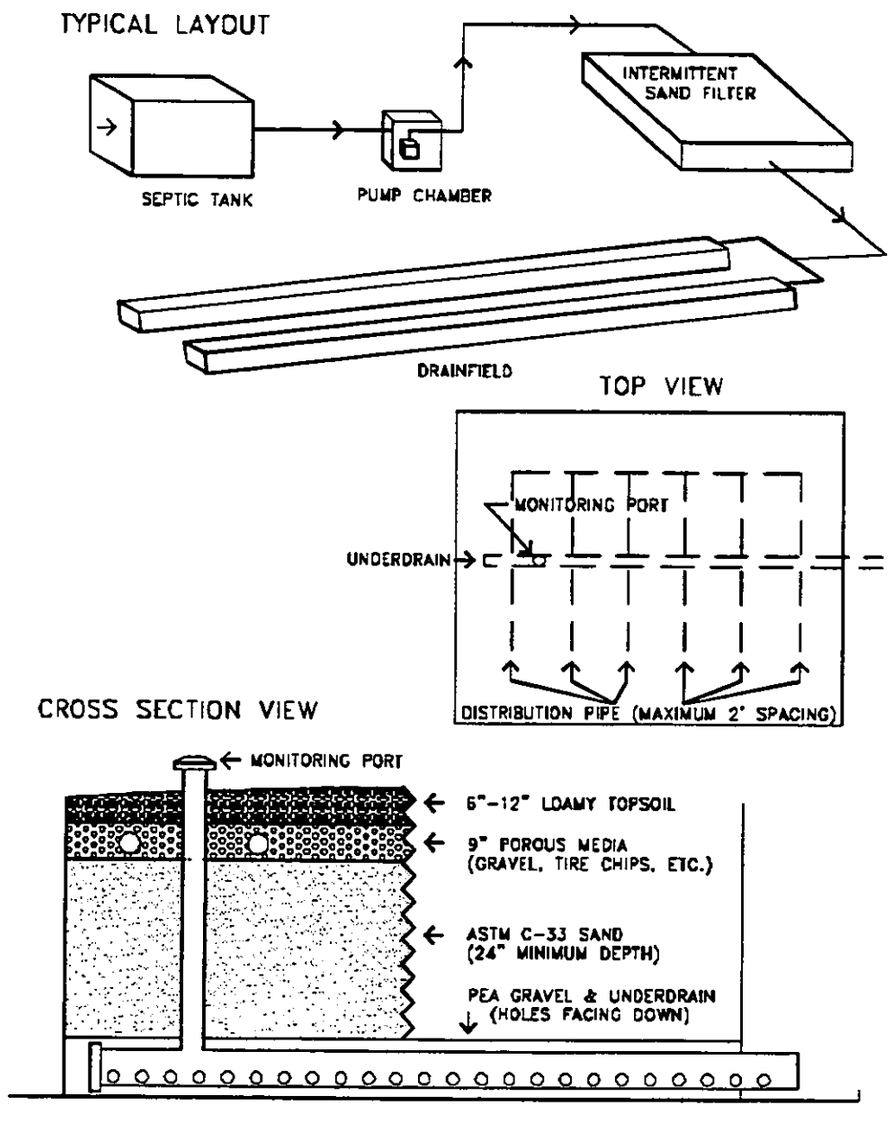

Clay - Smaller than 0.002 mm in diameter
Silt - 0.05 to 0.002 mm in diameter
Sand - 2.0 to 0.05 mm in diameter
Gravel - Greater than 2.0 mm in diameter
*mm = millimeter*

Note 1: Sand shall be free of organic matter and shall be composed of silica, quartz, mica, or any other stable mineral.
Note 2: Class Ia soils contain more than 30% gravel; therefore, they are not portrayed on the soil triangle.

(7) Figure 7. Two Septic Tanks in Series.

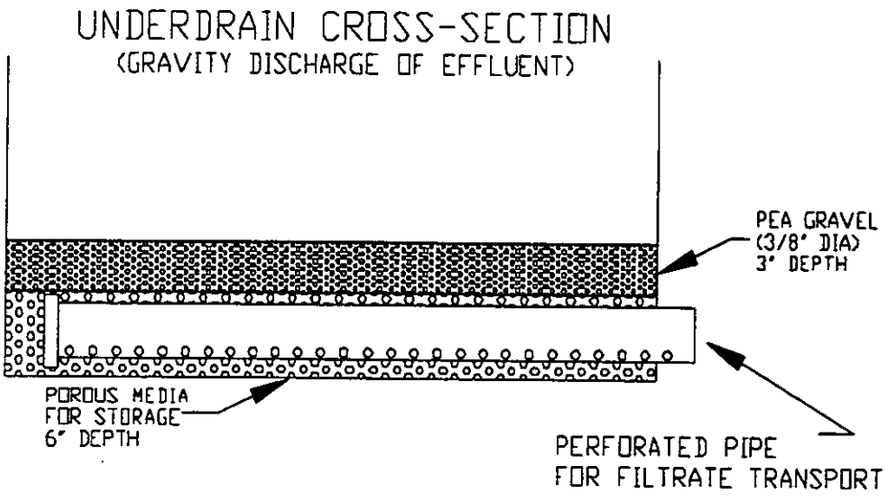


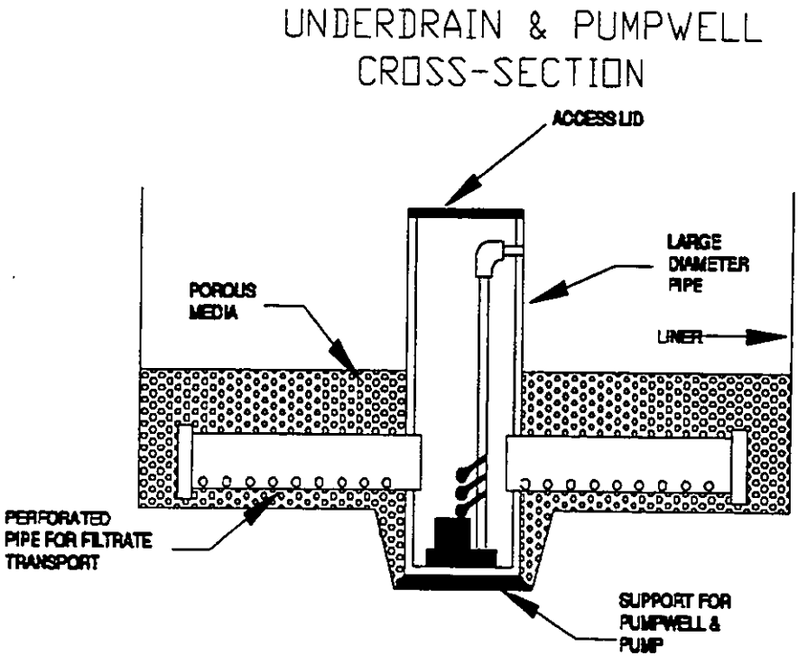
(8) Figure 8. Intermittent Sand Filters.




NOT INTENDED TO SERVE AS AN ENGINEERED DESIGN FOR CONSTRUCTION PURPOSES.

(9) Figure 9. Intermittent Sand Filter Underdrain and Pumpwell.




NOT INTENDED TO SERVE AS AN ENGINEERED DESIGN FOR CONSTRUCTION PURPOSES.

(7) Table VII. Yearly Average Net Evaporation (Evaporation-Rainfall).

| REPORTING STATION | NET EVAPORATION*, RET INCHES/DAY |
|---|---|
| Amarillo | 0.21 |
| Austin | 0.14 |
| Beaumont | 0.04 |
| Big Spring | 0.24 |
| Brownsville | 0.15 |
| Chilicothe | 0.20 |
| Canyon Lake | 0.15 |
| College Station | 0.12 |
| Corpus Christi | 0.15 |
| Daingerfield | 0.08 |
| Dallas | 0.14 |
| El Paso | 0.26 |
| Fort Stockton | 0.25 |
| Houston | 0.07 |
| Laredo | 0.23 |
| Lubbock | 0.21 |
| Nacogdoches | 0.06 |
| San Antonio | 0.15 |
| San Angelo | 0.23 |
| Temple | 0.15 |
| Throckmorton | 0.19 |
| Tyler | 0.08 |

* The calculations for all values listed include a 20% run-off consideration.

(8) Table VIII. OSSF Excavation Length (3 Feet in Width or Less).

| | Excavation Length (Feet) | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Soil Class Ib | | | Soil Class II | | | Soil Class III | | |
| Daily Sewage Flow (Q)[1] | For 1.5 Foot Excavation Width[3] | For 2.0 Foot Excavation Width | For 3.0 Foot Excavation Width | For 1.5 Foot Excavation Width[3] | For 2.0 Foot Excavation Width | For 3.0 Foot Excavation Width | For 1.5 Foot Excavation Width[3] | For 2.0 Foot Excavation Width | For 3.0 Foot Excavation Width |
| 100 | 75 | 66 | 53 | 114 | 100 | 80 | 143 | 125 | 100 |
| 125 | 94 | 82 | 66 | 143 | 125 | 100 | 179 | 156 | 125 |
| 150 | 113 | 99 | 79 | 171 | 150 | 120 | 214 | 188 | 150 |
| 180 | 135 | 118 | 95 | 206 | 180 | 144 | 257 | 225 | 180 |
| 200 | 150 | 132 | 105 | 229 | 200 | 160 | 286 | 250 | 200 |
| 225 | 169 | 148 | 118 | 257 | 225 | 180 | 321 | 281 | 225 |
| 240 | 180 | 158 | 126 | 274 | 240 | 192 | 343 | 300 | 240 |
| 275 | 207 | 181 | 145 | 314 | 275 | 220 | 393 | 344 | 275 |
| 300 | 226 | 197 | 158 | 343 | 300 | 240 | 429 | 375 | 300 |
| 325 | 244 | 214 | 171 | 371 | 325 | 260 | 464 | 406 | 325 |
| 360 | 271 | 237 | 189 | 411 | 360 | 288 | 514 | 450 | 360 |
| 375 | 282 | 247 | 197 | 429 | 375 | 300 | 536 | 469 | 375 |
| 400 | 301 | 263 | 211 | 457 | 400 | 320 | 571 | 500 | 400 |
| 420 | 316 | 276 | 221 | 480 | 420 | 336 | 600 | 525 | 420 |
| 450 | 338 | 296 | 237 | 514 | 450 | 360 | 643 | 563 | 450 |
| 475 | 357 | 313 | 250 | 543 | 475 | 380 | 679 | 594 | 475 |
| 500 | 376 | 329 | 263 | 571 | 500 | 400 | 714 | 625 | 500 |

1. To determine excavation lengths, greater than 3 feet in width or where the area and width are known, use the formulas provided in §285.33(b)(1)(A)(vii).
2. To determine excavation lengths (3 feet or less in width, but greater than or equal to 1.5 feet in width) for daily sewage flows (Q) not provided in this table, use the formula provided in §285.33(b)(1)(A) (vii)(III).
3. Minimum excavation width is 1.5 feet for all excavation lengths.

000253

(9) Table IX. OSSF System Designation.

| SYSTEM DESCRIPTION | SYSTEM TYPE | PLANNING MATERIAL TO BE PREPARED BY R.S. or P.E.[2] | INSTALLER REQUIREMENTS |
|---|---|---|---|
| Septic Tank & Absorptive Drainfield | Standard | No | Class I or II |
| Septic Tank & ET Drainfield (Unlined)<br>Septic Tank & ET Drainfield (Lined) | Standard<br>Standard | No<br>No | Class I or II<br>Class II |
| Septic Tank & Pumped Drainfield | Standard | No | Class I or II |
| Septic Tank & Leaching Chamber | Proprietary | No | Class I or II |
| Septic Tank & Gravelless Pipe | Proprietary | No | Class I or II |
| Septic Tank & Low Pressure Dosing | Non-standard | Yes | Class II |
| Septic Tank & Absorptive Mounds | Non-standard | Yes | Class II |
| Septic Tank & Soil Substitution | Non-standard | Yes | Class I or II |
| Septic Tank, Secondary Treatment, Filter & Surface Application | Non-standard | Yes | Class II |
| Aerobic Treatment & Standard Absorptive Drainfields | Proprietary | Yes | Class II |
| Aerobic Treatment & ET Drainfield | Proprietary | Yes | Class II |
| Aerobic Treatment & Leaching Chamber | Proprietary | Yes | Class II |
| Aerobic Treatment & Gravelless Pipe | Proprietary | Yes | Class II |
| Aerobic Treatment, Filter & Drip Emitter | Proprietary | Yes | Class II |
| Aerobic Treatment & Low Pressure Dosing | Proprietary | Yes | Class II |
| Aerobic Treatment & Absorptive Mounds | Proprietary | Yes | Class II |
| Aerobic Treatment & Surface Application | Proprietary | Yes | Class II |
| Any Other Treatment System | — | Yes | Class II |
| Any Other Subsurface Disposal System | — | (1) | (1) |
| Any Other Surface Disposal System | — | Yes | Class II |
| Non-Standard Treatment when Secondary Treatment Required | Non-Standard | Engineer Only | Class II |
| Holding Tank | — | No | Class I or II |

(1) Determined by the executive director based upon review required by §285.5(b)(2) of this Chapter (relating to submittal requirements for planning materials).

(2) The site evaluation is not required to be performed by a professional sanitarian or a professional engineer.

(10) Table X. Minimum Required Separation Distances for On-Site Sewage Facilities.

| FROM | TO | | | | | |
|---|---|---|---|---|---|---|
| | Sewage Treatment Tanks or Holding Tanks | Soil Absorption Systems, & Unlined ET Beds | Lined Evapotranspiration Beds | Sewer Pipe With Watertight Joints | Surface Application (Edge of Spray Area) | Drip Irrigation |
| Public Water Wells[2] | 50 | 150 | 150 | 50 | 150 | 150 |
| Public Water Supply Lines[2] | 10 | 10 | 10 | 10 | 10 | 10 |
| Wells and Underground Cisterns | 50 | 100 | 50 | 20 | 100 | 100 |
| Private Water Line | 10 | 10 | 5 | 10[5] except at connection to structure | No separation distances | 10 |
| Wells (Pressure Cemented or Grouted to 100 ft. or Pressure Cemented or Grouted to Watertable if Watertable is Less Than 100 ft. deep) | 50 | 50 | 50 | 20 | 50 | 50 |
| Streams, Ponds, Lakes, Rivers, Creeks (Measured From Normal Pool Elevation and Water Level); Salt Water Bodies (High Tide Only) | 50 | 75, LPD (Secondary Treatment & Disinfection) - 50 | 50 | 20 | 50 | 25 when $R_v \leq 0.1$<br>75 when $R_v > 0.1$ (With Secondary Treatment & Disinfection - 50) |
| Foundations, Buildings, Surface Improvements, Property Lines, Easements, Swimming Pools, and Other Structures | 5 | 5 | 5 | 5 | No Separation Distances Except:<br>Property lines - 20[6]<br>Swimming Pools - 25 | No Separation Distances Except[4]:<br>Property Lines - 5 |
| Slopes Where Seeps may Occur | 0 (special support may be required for zero separation distances) | 25 | 5 | 10 | 25 | 10 when $R_v \leq 0.1$<br>25 when $R_v > 0.1$ |
| Edwards Aquifer Recharge Features (See Chapter 213 of this title relating to Edwards Aquifer)[1] | 50 | 150 | 50 | 50 | 150 | 100 when $R_v \leq 0.1$<br>150 when $R_v > 0.1$ |

1. All distances measured in feet, unless otherwise indicated.
2. For additional information or revisions to these separation distances, see Chapter 290 of this title (relating to Water Hygiene).
3. No OSSF may be installed closer than 75 feet from the banks of the Nueces, Dry Frio, Frio, or Sabinal Rivers downstream from the northern Uvalde County line to the recharge zone.
4. Drip irrigation lines may not be placed under foundations.
5. Private water line/wastewater line crossings should be treated as public water line crossings, see Chapter 290 of this title (relating to Water Hygiene).
6. Separation distance may be reduced to 10 feet when sprinkler operation is controlled by commercial timer. See §285.33(d)(2)(G)(i).

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(11) Table XI. Intermittent Sand Filter Media Specifications (ASTM C-33).

| Particle Size Distribution | | |
|---|---|---|
| Sieve | Particle Size | Percent Passing |
| 3/8 inch | 9.50 mm | 100 |
| No. 4 | 4.75 mm | 95 to 100 |
| No. 8 | 2.36 mm | 80 to 100 |
| No. 16 | 1.18 mm | 50 to 85 |
| No. 30 | 0.60 mm | 25 to 60 |
| No. 50 | 0.30 mm | 10 to 30 |
| No. 100 | 0.15 mm | 2 to 10 |
| No. 200 | 0.075 mm | ≤ 3 |

1. The sand shall have not more than 45% passing any one sieve and retained on the next consecutive sieve listed in TABLE XI.
2. The limit for material that can pass the No. 200 sieve shall not be more than 3%.
3. The fineness modulus shall not be less than 2.3 nor more than 3.1, and is defined as a numeric quantity to control the distribution of filter media particle sizes within the specified range for intermittent sand filters. The finess modulus is calculated by adding the cumulative percents of samples retained on the following screens, dividing the sum by 100.

| U.S. Bureau of Standards | |
|---|---|
| Sieve | Particle Size |
| 3/8 inch | 9 .50 mm |
| No. 4 | 4 .75 mm |
| No. 8 | 2 .36 mm |
| No. 16 | 1.18 mm |
| No. 30 | 0.60 mm |
| No. 50 | 0 .30 mm |
| No. 100 | 0.15 mm |

(12) Table XII. OSSF Maintenance Contracts, Affidavit, and Testing/Reporting Requirements.

| SYSTEM DESCRIPTION | Maintenance Contract/Affidavit Required | Maintenance Activities Required | Testing and Reporting Requirements [2] |
|---|---|---|---|
| Septic Tank & Absorptive Drainfield | No | See §285.39 | No |
| Septic Tank & ET Drainfield (Unlined)<br>Septic Tank & ET Drainfield (Lined) | No (3)<br>No (3) | See §285.39<br>See §285.39 | No<br>No |
| Septic Tank & Pumped Drainfield | No | See §285.39 | No |
| Septic Tank & Leaching Chamber | No | See §285.39 | No |
| Septic Tank & Gravelless Pipe | No | See §285.39 | No |
| Septic Tank & Low Pressure Dosing | No | See §285.39 | No |
| Septic Tank & Absorptive Mounds | No | See §285.39 | No |
| Septic Tank & Soil Substitution | No | See §285.39 | No |
| Septic Tank, Secondary Treatment, Filter & Surface Application | Yes | Entire OSSF | Test & Report |
| Secondary Treatment & Standard Absorptive Drainfields | Yes | Treatment System | Report |
| Secondary Treatment & ET Drainfield | Yes | Treatment System | Report |
| Secondary Treatment & Leaching Chamber | Yes | Treatment System | Report |
| Secondary Treatment & Gravelless Pipe | Yes | Treatment System | Report |
| Secondary Treatment, Filter & Drip Emitter | Yes | Entire OSSF | Report |
| Secondary Treatment & Low Pressure Dosing | Yes | Treatment System | Report |
| Secondary Treatment & Absorptive Mounds | Yes | Treatment System | Report |
| Secondary Treatment & Surface Application | Yes | Entire OSSF | Test and Report |
| Any Other Treatment System | (1) | (1) | (1) |
| Any Other Subsurface Disposal System | (1) | (1) | (1) |
| Any Other Surface Disposal System | Yes | (1) | (1) |
| Non-Standard Treatment and Surface Application | Yes | Entire OSSF | Test and Report<br>(1) |
| Holding Tank | Yes | Pump tank as needed | Keep pump records |

(1) Determined by the permitting authority based upon review required by §285.5(b) of this title (relating to Submittal Requirements for Planning Materials).
(2) Testing criteria and reporting frequency for those systems not covered under (1) shall be according to §285.91(4) of this title.
(3) Required if design Q is less than required by §285.91(3) of this title.

County of Rains

State of Texas

AFFIDAVIT

Before me, the undersigned authority, personally appeared who, being by me duly sworn, deposed as follows:

My name is Linda Wallace, I am of sound mind, capable of making this affidavit, and personally acquainted with the facts herein stated:

I am the custodian of the records of the County Clerks office for the County of Rains, Texas. Attached hereto are _____( ) pages of records known as Order. The records are kept by me as County Clerk, County of Rains, in the regular course of business with knowledge of the act, event, condition, opinion, or diagnosis, recorded to make the record or to transmit information thereof to be included in such record; and the record was made at or near the time or reasonably soon thereafter. The record attached hereto is the original or exact duplicate of the official record.

_____
LINDA WALLACE
Rains County District/County Clerk

BEFORE ME, the undersigned authority, a Notary Public, State of Texas, on this day personally appeared Linda Wallace, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledge to me that she executed the same for the purposes and consideration therein expressed on this_____day of_____, 2001.

_____
Notary Public, State of Texas

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** ANDREWS CENTER | | | | | | | |
| MHMR | 12/12/01 | 12/12/01 | 418.83 | HEALTH & WELFARE | MHMR SERVICES | | 418.83 |
| | | | | | | Total Displayed : | 418.83 |
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | | |
| XX | 12/07/01 | 12/07/01 | 190.00 | GENERAL FUND | CREDIT UNION | | 190.00 |
| | | | | | | Total Displayed : | 190.00 |
| ***** ALLIED HEALTH | | | | | | | |
| HEALTH INS | 11/29/01 | 11/29/01 | 1103.00 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 1103.00 |
| HEALTH INS | 11/29/01 | 11/29/01 | -1103.00 | NON-DEPARTMENTAL | HEALTH INSURANCE | | -1103.00 |
| HEALTH INS | 11/29/01 | 11/29/01 | 1103.00 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 1075.00 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | | 28.00 |
| | | | | | | Total Displayed : | 1103.00 |
| ***** AMERICAN CHEMICAL | | | | | | | |
| 981 | 11/17/01 | 12/12/01 | 937.92 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 937.92 |
| | | | | | | Total Displayed : | 937.92 |
| ***** ARMOR MATERIALS | | | | | | | |
| 10007858 | 11/28/01 | 12/12/01 | 1962.27 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 1962.27 |
| 10007821 | 11/26/01 | 12/12/01 | 2716.20 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 2716.20 |
| 10007822 | 11/26/01 | 12/12/01 | 2119.14 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 2119.14 |
| 10007847 | 11/27/01 | 12/12/01 | 1614.15 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 1614.15 |
| 10007848 | 11/27/01 | 12/12/01 | 408.15 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 408.15 |
| 10007859 | 11/28/01 | 12/12/01 | 996.75 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 996.75 |
| | | | | | | Total Displayed : | 9816.66 |
| ***** ALLEN STOVER | | | | | | | |
| TAX REFUND | 11/29/01 | 11/29/01 | 37.14 | NON-DEPARTMENTAL | TAX REFUND | | 37.14 |
| | | | | | | Total Displayed : | 37.14 |
| ***** BRYANTS AGRICULTURAL EQUIP SERV | | | | | | | |
| 2229 | 11/14/01 | 12/12/01 | 388.50 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 388.50 |
| | | | | | | Total Displayed : | 388.50 |
| ***** BEARCOM | | | | | | | |
| 1998476 | 11/30/01 | 12/12/01 | 732.06 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 732.06 |
| | | | | | | Total Displayed : | 732.06 |
| ***** BETTIE FARR | | | | | | | |
| REIMB | 11/16/01 | 12/12/01 | 6.48 | PUBLIC LIBRARY | TRAVEL | | 6.48 |
| | | | | | | Total Displayed : | 6.48 |
| ***** BLAKE ELECTRIC | | | | | | | |
| PCT 2 | 12/10/01 | 12/12/01 | 1075.00 | UNIT ROAD & BRIDGE | BUILDING & MAINT. | | 1075.00 |
| | | | | | | Total Displayed : | 1075.00 |
| ***** BETTY POTTS | | | | | | | |
| JUDGE RENT | 12/05/01 | 12/05/01 | 450.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 450.00 |
| | | | | | | Total Displayed : | 450.00 |
| ***** BRIGHT STAR-SALEM WATER CORP | | | | | | | |
| PCT 2 | 11/16/01 | 12/12/01 | 15.58 | UNIT ROAD & BRIDGE | WATER | | 15.58 |
| | | | | | | Total Displayed : | 15.58 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** CHEM-DOT | | | | | | | |
| 8689 | 11/21/01 | 12/12/01 | 218.56 | MAINTENANCE | CUSTODIAL SUPPLIES | | 218.56 |
| | | | | | Total Displayed | : | 218.56 |
| ***** CORNELIA GARRETT | | | | | | | |
| REIMB | 12/05/01 | 12/12/01 | 8.60 | PUBLIC LIBRARY | TRAVEL | | 8.60 |
| | | | | | Total Displayed | : | 8.60 |
| ***** COLONIAL LIFE & ACC INS CO | | | | | | | |
| INSURANCE | 11/30/01 | 11/30/01 | 128.82 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 128.82 |
| | | | | | Total Displayed | : | 128.82 |
| ***** CLIFTON'S MAINTENANCE | | | | | | | |
| XX | 11/30/01 | 12/12/01 | 55.40 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 55.40 |
| XX | 11/26/01 | 12/12/01 | 606.56 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 606.56 |
| SHERIFF | 10/31/01 | 12/12/01 | 20.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 20.00 |
| | | | | | Total Displayed | : | 681.96 |
| ***** CITY OF EMORY | | | | | | | |
| LIBRARY | 11/14/01 | 12/12/01 | 58.17 | PUBLIC LIBRARY | UTILITIES | | 58.17 |
| PCT 3 | 11/14/01 | 12/12/01 | 33.50 | UNIT ROAD & BRIDGE | WATER | | 33.50 |
| B&BSPRINKL | 11/14/01 | 12/12/01 | 18.00 | NON-DEPARTMENTAL | WATER | | 18.00 |
| ANNEX | 11/14/01 | 12/12/01 | 78.07 | NON-DEPARTMENTAL | WATER | | 78.07 |
| CTHSE | 11/14/01 | 12/12/01 | 82.86 | NON-DEPARTMENTAL | WATER | | 82.86 |
| JUDGE | 11/14/01 | 12/12/01 | 52.00 | NON-DEPARTMENTAL | WATER | | 52.00 |
| AGENT | 11/14/01 | 12/12/01 | 43.31 | NON-DEPARTMENTAL | WATER | | 43.31 |
| JAIL | 11/14/01 | 12/12/01 | 723.97 | SHERIFF & JAIL | WATER | | 723.97 |
| | | | | | Total Displayed | : | 1089.88 |
| ***** COLLECTIONS SERVICES CENTER | | | | | | | |
| CLARK | 12/07/01 | 12/07/01 | 230.77 | GENERAL FUND | CHILD SUPPORT PAY | | 230.77 |
| | | | | | Total Displayed | : | 230.77 |
| ***** CONTINENTAL RESEARCH CORP | | | | | | | |
| 141967CRC1 | 11/26/01 | 12/12/01 | 191.73 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 191.73 |
| | | | | | Total Displayed | : | 191.73 |
| ***** DAL-STAR | | | | | | | |
| 1967 | 11/26/01 | 12/12/01 | 139.50 | SHERIFF & JAIL | EQUIPMENT | | 139.50 |
| | | | | | Total Displayed | : | 139.50 |
| ***** DARLENE BLANTON | | | | | | | |
| REFUND | 12/11/01 | 12/11/01 | 34.67 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 34.67 |
| | | | | | Total Displayed | : | 34.67 |
| ***** DOUBLE C OIL & SUPPLIES | | | | | | | |
| 49767 | 11/20/01 | 12/12/01 | 244.35 | SHERIFF & JAIL | FUEL & OIL | | 244.35 |
| | | | | | Total Displayed | : | 244.35 |
| ***** DFW MARKETING, INC | | | | | | | |
| 2949 | 09/18/01 | 12/12/01 | 129.50 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 129.50 |
| | | | | | Total Displayed | : | 129.50 |
| ***** DEE'S KEYS | | | | | | | |
| 1301 | 12/04/01 | 12/12/01 | 18.20 | MAINTENANCE | BLDG. MAINT | | 18.20 |
| | | | | | Total Displayed | : | 18.20 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** DAIRYLAND NEW HOLLAND | | | | | | | |
| 38641 | 11/07/01 | 12/12/01 | 19.93 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 19.93 |
| | | | | | Total Displayed | = | 19.93 |
| ***** DUKO OIL CO | | | | | | | |
| 15953 | 11/07/01 | 12/12/01 | 24.96 | UNIT ROAD & BRIDGE | FUEL & OIL | | 24.96 |
| 16171 | 11/30/01 | 12/12/01 | 23.61 | UNIT ROAD & BRIDGE | FUEL & OIL | | 23.61 |
| 15961 | 11/08/01 | 12/12/01 | 14.46 | 1115 ** NOT ON FILE ** | FUEL | | 14.46 |
| 16139 | 11/27/01 | 12/12/01 | 15.04 | 1115 ** NOT ON FILE ** | FUEL | | 15.04 |
| 81868 | 11/28/01 | 12/12/01 | 422.50 | SHERIFF & JAIL | FUEL & OIL | | 422.50 |
| | | | | | Total Displayed | = | 500.57 |
| ***** DOLLAR GENERAL | | | | | | | |
| XX | 11/27/01 | 12/12/01 | 10.00 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 10.00 |
| XX | 11/16/01 | 12/12/01 | 5.00 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 5.00 |
| XX | 12/03/01 | 12/12/01 | 16.00 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 16.00 |
| XX | 11/16/01 | 12/12/01 | 23.00 | SHERIFF & JAIL | PRISONER SUPPLIES | | 23.00 |
| | | | | | Total Displayed | = | 54.00 |
| ***** EMORY AUTO SUPPLY | | | | | | | |
| 193772 | 11/13/01 | 12/12/01 | 36.47 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 36.47 |
| | | | | | Total Displayed | = | 36.47 |
| ***** EMORY FOOD MART | | | | | | | |
| SHERIFF | 12/01/01 | 12/12/01 | 227.96 | SHERIFF & JAIL | PRISONER FOOD | | 227.96 |
| | | | | | Total Displayed | = | 227.96 |
| ***** ELECTRONIC FEDERAL TAX PMT SYS | | | | | | | |
| MH-SS | 12/07/01 | 12/07/01 | 9653.05 | GENERAL FUND | PAYROLL W/H PAYABLE | | 3343.20 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL W/H PAYABLE | | 124.21 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | | 6032.64 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL FICA PAYABLE | | 153.00 |
| | | | | | Total Displayed | = | 9653.05 |
| ***** EIGHTH JUDICIAL DISTRICT | | | | | | | |
| SEC-COORD | 12/12/01 | 12/12/01 | 372.41 | 8TH DISTRICT COURT | SECRETARY-COORDINATOR | | 372.41 |
| OTHER EXP | 12/12/01 | 12/12/01 | 103.50 | 8TH DISTRICT COURT | OTHER EXPENSES | | 103.50 |
| PROB BLDG | 12/12/01 | 12/12/01 | 709.75 | 8TH DISTRICT COURT | A/J BLDG. EXPENSES | | 709.75 |
| | | | | | Total Displayed | = | 1185.66 |
| ***** ECHO PUBLISHING CO | | | | | | | |
| 36551 | 11/16/01 | 12/12/01 | 247.52 | ELECTIONS | ELECTION EXPENSE | | 247.52 |
| 36656 | 11/28/01 | 12/12/01 | 46.16 | COUNTY TREASURER | OFFICE SUPPLIES | | 46.16 |
| 36696 | 11/29/01 | 12/12/01 | 44.15 | SHERIFF & JAIL | OFFICE SUPPLIES | | 44.15 |
| 36697 | 11/29/01 | 12/12/01 | 44.15 | SHERIFF & JAIL | OFFICE SUPPLIES | | 44.15 |
| 36699 | 11/29/01 | 12/12/01 | 31.34 | INDIGENT HEALTH CARE | OFFICE SUPPLIES | | 31.34 |
| | | | | | Total Displayed | = | 413.32 |
| ***** EAST TEXAS COUNCIL OF GOVT | | | | | | | |
| ECD | 12/06/01 | 12/12/01 | 940.00 | NON-DEPARTMENTAL | ECONOMIC DEVELOP. ADMIN. | | 940.00 |
| | | | | | Total Displayed | = | 940.00 |
| ***** FOUR BROTHERS OUTDOOR POWER | | | | | | | |
| 117368 | 11/07/01 | 12/12/01 | 42.38 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 42.38 |
| | | | | | Total Displayed | = | 42.38 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** FEDERAL EXPRESS CORP | | | | | | | |
| 400329315 | 11/23/01 | 12/12/01 | 48.84 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | | 48.84 |
| | | | | | Total Displayed | : | 48.84 |
| ***** FEC ELECTRIC | | | | | | | |
| PCT 3 | 11/28/01 | 12/12/01 | 29.07 | UNIT ROAD & BRIDGE | ELECTRIC | | 29.07 |
| PCT 2 | 11/29/01 | 12/12/01 | 43.97 | UNIT ROAD & BRIDGE | ELECTRIC | | 43.97 |
| | | | | | Total Displayed | : | 73.04 |
| ***** GRIFFIN COMMUNICATION & SECURITY | | | | | | | |
| 33464 | 12/01/01 | 12/12/01 | 29.95 | PUBLIC LIBRARY | BUILDING MAINT | | 29.95 |
| | | | | | Total Displayed | : | 29.95 |
| ***** GERALDINE RENSHAW | | | | | | | |
| TAX REFUND | 11/29/01 | 11/29/01 | 37.34 | NON-DEPARTMENTAL | TAX REFUND | | 37.34 |
| | | | | | Total Displayed | : | 37.34 |
| ***** HUNT COUNTY | | | | | | | |
| COURT REP | 12/12/01 | 12/12/01 | 425.00 | 354TH DISTRICT COURT | COURT REPORTER | | 425.00 |
| SEC-COORD | 12/12/01 | 12/12/01 | 175.00 | 354TH DISTRICT COURT | SECRETARY-COORDINATOR | | 175.00 |
| | | | | | Total Displayed | : | 600.00 |
| ***** HOPKINS COUNTY JUVENILE PROBATIO | | | | | | | |
| JUV PROB | 12/12/01 | 12/12/01 | 483.33 | 8TH DISTRICT COURT | JUVENILE PROBATION | | 483.33 |
| | | | | | Total Displayed | : | 483.33 |
| ***** HOPKINS CO. SHERIFF DEPT | | | | | | | |
| XX | 11/30/01 | 12/12/01 | 7020.00 | NON-DEPARTMENTAL | PRISONER BOARDING | | 7020.00 |
| | | | | | Total Displayed | : | 7020.00 |
| ***** HALL'S PHARMACY | | | | | | | |
| ACCT 799 | 11/28/01 | 12/12/01 | 15.86 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 15.86 |
| | | | | | Total Displayed | : | 15.86 |
| ***** HOUSE TIRE & SERVICE CENTER | | | | | | | |
| 122339 | 12/01/01 | 12/12/01 | 76.15 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 76.15 |
| 122338 | 12/01/01 | 12/12/01 | 6.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 6.00 |
| | | | | | Total Displayed | : | 82.15 |
| ***** HOOTEN'S WELDING & MFG | | | | | | | |
| XX | 11/07/01 | 12/12/01 | 4.50 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 4.50 |
| XX | 11/06/01 | 12/12/01 | 35.87 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 35.87 |
| | | | | | Total Displayed | : | 40.37 |
| ***** J & R DISCOUNT AUTO SUPPLY | | | | | | | |
| D126134 | 11/06/01 | 12/12/01 | 58.36 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 58.36 |
| D126573 | 11/13/01 | 12/12/01 | 66.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 66.00 |
| D126669 | 11/14/01 | 12/12/01 | 11.95 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 11.95 |
| D127043 | 11/21/01 | 12/12/01 | 15.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 15.00 |
| D126585 | 11/13/01 | 12/12/01 | 66.00 | UNIT ROAD & BRIDGE | FUEL & OIL | | 66.00 |
| D126587 | 11/13/01 | 12/12/01 | 62.90 | UNIT ROAD & BRIDGE | FUEL & OIL | | 62.90 |
| D126233 | 11/07/01 | 12/12/01 | 3.96 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 3.96 |
| D126232 | 11/07/01 | 12/12/01 | 19.80 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 19.80 |
| D126796 | 11/16/01 | 12/12/01 | 9.82 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 9.82 |
| D127014 | 11/21/01 | 12/12/01 | 14.11 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 14.11 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| D127369 | 11/27/01 | 12/12/01 | 27.16 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 27.16 |
| D127416 | 11/29/01 | 12/12/01 | 32.53 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 32.53 |
| D126506 | 11/12/01 | 12/12/01 | 33.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 33.00 |
| D127191 | 11/26/01 | 12/12/01 | 26.44 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 26.44 |
| | | | | | Total Displayed | : | 447.03 |
| ***** JURY LIST | | | | | | | |
| DISTRICT | 11/29/01 | 11/29/01 | 204.00 | COUNTY COURT | DIST-JUROR EXPENSE | | 204.00 |
| | | | | | Total Displayed | : | 204.00 |
| ***** JIM TURNER INSURANCE AGENCY | | | | | | | |
| EMIG | 05/25/01 | 12/12/01 | 50.00 | SHERIFF & JAIL | BONDS | | 50.00 |
| SMITH | 09/24/01 | 12/12/01 | 50.00 | SHERIFF & JAIL | BONDS | | 50.00 |
| BULLOCK | 09/24/01 | 12/12/01 | 50.00 | SHERIFF & JAIL | BONDS | | 50.00 |
| | | | | | Total Displayed | : | 150.00 |
| ***** KISER'S GLASS TECHNOLOGY, INC | | | | | | | |
| 12024 | 12/04/01 | 12/12/01 | 39.95 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 39.95 |
| | | | | | Total Displayed | : | 39.95 |
| ***** KENNETH NEINAST | | | | | | | |
| EXPENSE | 12/12/01 | 12/12/01 | 300.00 | COUNTY AGENT | TRAVEL ALLOWANCE | | 300.00 |
| | | | | | Total Displayed | : | 300.00 |
| ***** LEE ROLAND | | | | | | | |
| REIMB | 12/10/01 | 12/12/01 | 373.80 | 1115 ** NOT ON FILE ** | OTHER | | 373.80 |
| | | | | | Total Displayed | : | 373.80 |
| ***** LINDA HERRIAGE | | | | | | | |
| REIMB | 11/16/01 | 12/12/01 | 24.40 | PUBLIC LIBRARY | TRAVEL | | 24.40 |
| | | | | | Total Displayed | : | 24.40 |
| ***** LIFE INVESTORS INSURANCE CO | | | | | | | |
| INSURANCE | 12/05/01 | 12/05/01 | 183.80 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 183.80 |
| | | | | | Total Displayed | : | 183.80 |
| ***** LINDA WALLACE | | | | | | | |
| REIMB | 12/11/01 | 12/12/01 | 117.78 | MAINTENANCE | BLDG. MAINT | | 117.78 |
| | | | | | Total Displayed | : | 117.78 |
| ***** MAX A MART | | | | | | | |
| 90624 | 12/01/01 | 12/12/01 | 20.00 | MAINTENANCE | CUSTODIAL SUPPLIES | | 20.00 |
| | | | | | Total Displayed | : | 20.00 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | | |
| SISK | 12/07/01 | 12/07/01 | 75.00 | GENERAL FUND | LEVY | | 75.00 |
| | | | | | Total Displayed | : | 75.00 |
| ***** MARVIN NORTHCUTT | | | | | | | |
| XX | 11/20/01 | 12/12/01 | 500.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 500.00 |
| | | | | | Total Displayed | : | 500.00 |
| ***** MODIS MAYBERRY | | | | | | | |
| MISP CHECK | 11/30/01 | 11/30/01 | 6.00 | COUNTY COURT | DIST-JUROR EXPENSE | | 6.00 |
| | | | | | Total Displayed | : | 6.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** NACO CLEARING ACCOUNT | | | | | | | |
| DEF COMP | 12/07/01 | 12/07/01 | 10.00 | GENERAL FUND | DEFERRED COMP. | | 10.00 |
| | | | | | Total Displayed | : | 10.00 |
| ***** NATIONAL TRAVELERS LIFE INS CO | | | | | | | |
| INSURANCE | 12/05/01 | 12/05/01 | 72.72 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 72.72 |
| | | | | | Total Displayed | : | 72.72 |
| ***** OFFICE DEPOT | | | | | | | |
| 144965119 | 11/26/01 | 12/12/01 | 9.38 | COUNTY JUDGE | OFFICE SUPPLIES | | 9.38 |
| 145340783 | 11/29/01 | 12/12/01 | 16.04 | REGISTRATION OFFICE | OFFICE SUPPLIES | | 16.04 |
| 145397520 | 11/30/01 | 12/12/01 | 28.34 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 28.34 |
| | | | | | Total Displayed | : | 53.76 |
| ***** O E KLINE | | | | | | | |
| TAX REFUND | 11/29/01 | 11/29/01 | 18.57 | NON-DEPARTMENTAL | TAX REFUND | | 18.57 |
| | | | | | Total Displayed | : | 18.57 |
| ***** PATRICK CONSTRUCTION | | | | | | | |
| 3 | 12/01/01 | 12/07/01 | 32499.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 32499.00 |
| | | | | | Total Displayed | : | 32499.00 |
| ***** PITNEY BOWES | | | | | | | |
| 304645 | 11/30/01 | 12/12/01 | 153.27 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | | 153.27 |
| | | | | | Total Displayed | : | 153.27 |
| ***** PETTY CASH | | | | | | | |
| REIMB | 11/20/01 | 12/12/01 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | | 28.76 |
| REIMB | 11/27/01 | 12/12/01 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | | 28.76 |
| REIMB | 12/04/01 | 12/12/01 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | | 28.76 |
| | | | | | Total Displayed | : | 86.28 |
| ***** PRICE FORD-LINCOLN-MERCURY | | | | | | | |
| C44024 | 10/09/01 | 12/12/01 | 14.46 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 14.46 |
| | | | | | Total Displayed | : | 14.46 |
| ***** POTTS FEED STORE | | | | | | | |
| 32571 | 11/30/01 | 12/12/01 | 12.50 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 12.50 |
| 32382 | 11/26/01 | 12/12/01 | 20.90 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 20.90 |
| 31695 | 11/05/01 | 12/12/01 | 165.60 | UNIT ROAD & BRIDGE | CULVERTS | | 165.60 |
| 33385 | 11/19/01 | 12/12/01 | 5.00 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 5.00 |
| 30675 | 11/03/01 | 12/12/01 | 6.95 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 6.95 |
| | | | | | Total Displayed | : | 210.95 |
| ***** PROFESSIONAL MEDIA SERVICES | | | | | | | |
| 6635653 | 11/06/01 | 12/12/01 | 17.98 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 17.98 |
| | | | | | Total Displayed | : | 17.98 |
| ***** POWER PLAN | | | | | | | |
| K13190 | 11/08/01 | 12/12/01 | 124.77 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 124.77 |
| K13186 | 11/08/01 | 12/12/01 | 115.76 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 115.76 |
| | | | | | Total Displayed | : | 240.53 |
| ***** PRIME SERVE FOOD DISTR INC | | | | | | | |
| 302561 | 11/16/01 | 12/12/01 | 18.90 | SHERIFF & JAIL | PRISONER SUPPLIES | | 18.90 |
| 302561 | 11/16/01 | 12/12/01 | 171.04 | SHERIFF & JAIL | PRISONER FOOD | | 171.04 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| 302621 | 11/23/01 | 12/12/01 | 128.44 | SHERIFF & JAIL | PRISONER FOOD | 128.44 |
| 302676 | 11/30/01 | 12/12/01 | 140.64 | SHERIFF & JAIL | PRISONER FOOD | 140.64 |
| | | | | | Total Displayed : | 459.02 |
| ***** POINT TIRE SERVICE | | | | | | |
| 4273 | 11/05/01 | 12/12/01 | 25.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 25.00 |
| 4274 | 11/30/01 | 12/12/01 | 87.95 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 87.95 |
| | | | | | Total Displayed : | 112.95 |
| ***** PURCHASE POWER | | | | | | |
| XX | 11/27/01 | 12/12/01 | 1015.00 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 1015.00 |
| | | | | | Total Displayed : | 1015.00 |
| ***** RAINS CO AREA CHAMBER OF COMMERC | | | | | | |
| XX | 12/03/01 | 12/12/01 | 25.00 | MAINTENANCE | BLDG. MAINT | 25.00 |
| | | | | | Total Displayed : | 25.00 |
| ***** RAINS COUNTY CHILD WELFARE | | | | | | |
| DISTRICT | 11/29/01 | 11/29/01 | 42.00 | COUNTY COURT | DIST-JUROR EXPENSE | 42.00 |
| | | | | | Total Displayed : | 42.00 |
| ***** ROLAND FERGURSON, ATTY | | | | | | |
| WILLHOIT | 12/07/01 | 12/12/01 | 150.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 150.00 |
| | | | | | Total Displayed : | 150.00 |
| ***** RAINS FAMILY HEALTHCARE | | | | | | |
| JOHNSON | 11/19/01 | 12/12/01 | 100.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 100.00 |
| | | | | | Total Displayed : | 100.00 |
| ***** RAINS HARDWARE | | | | | | |
| 17676 | 11/21/01 | 12/12/01 | 12.47 | MAINTENANCE | CUSTODIAL SUPPLIES | 12.47 |
| 17379 | 11/15/01 | 12/12/01 | 17.87 | MAINTENANCE | CUSTODIAL SUPPLIES | 17.87 |
| 17325 | 11/15/01 | 12/12/01 | 12.98 | MAINTENANCE | CUSTODIAL SUPPLIES | 12.98 |
| 17298 | 11/14/01 | 12/12/01 | 20.97 | MAINTENANCE | CUSTODIAL SUPPLIES | 20.97 |
| 17300 | 11/14/01 | 12/12/01 | 9.98 | MAINTENANCE | CUSTODIAL SUPPLIES | 9.98 |
| 17515 | 10/31/01 | 12/12/01 | 36.07 | MAINTENANCE | CUSTODIAL SUPPLIES | 36.07 |
| 17105 | 10/29/01 | 12/12/01 | 14.48 | MAINTENANCE | CUSTODIAL SUPPLIES | 14.48 |
| 17422 | 11/21/01 | 12/12/01 | 7.28 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 7.28 |
| 17352 | 11/13/01 | 12/12/01 | .89 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | .89 |
| 17602 | 11/07/01 | 12/12/01 | 12.99 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 12.99 |
| 16899 | 10/27/01 | 12/12/01 | 18.99 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 18.99 |
| 17404 | 11/19/01 | 12/12/01 | 16.60 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 16.60 |
| 17536 | 11/02/01 | 12/12/01 | 147.68 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 147.68 |
| 17514 | 10/31/01 | 12/12/01 | 270.21 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 270.21 |
| | | | | | Total Displayed : | 599.46 |
| ***** ROBERT CALVER | | | | | | |
| TAX REFUND | 11/29/01 | 11/29/01 | 18.57 | NON-DEPARTMENTAL | TAX REFUND | 18.57 |
| | | | | | Total Displayed : | 18.57 |
| ***** ROBERT SISK | | | | | | |
| REIMB | 12/08/01 | 12/12/01 | 10.83 | COUNTY JUDGE | OFFICE SUPPLIES | 10.83 |
| | | | | | Total Displayed : | 10.83 |
| ***** RUSSELL ROSS | | | | | | |
| XX | 12/05/01 | 12/05/01 | 2100.00 | NON-DEPARTMENTAL | B&B BUILDING | 2100.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| XX | 12/12/01 | 12/12/01 | 225.00 | NON-DEPARTMENTAL | B&B BUILDING | | 225.00 |
| | | | | | Total Displayed | : | 2325.00 |
| ***** SMITH CO PUBLIC HEALTH DIST | | | | | | | |
| 2194IN | 10/31/01 | 12/12/01 | 534.75 | SHERIFF & JAIL | SEMINAR EXPENSE | | 534.75 |
| | | | | | Total Displayed | : | 534.75 |
| ***** S.E.I. | | | | | | | |
| 5813 | 11/28/01 | 12/12/01 | 84.04 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 84.04 |
| | | | | | Total Displayed | : | 84.04 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | | |
| 111291028 | 11/29/01 | 12/12/01 | 247.55 | SHERIFF & JAIL | PRISONER FOOD | | 247.55 |
| 111151228 | 11/15/01 | 12/12/01 | 173.36 | SHERIFF & JAIL | PRISONER FOOD | | 173.36 |
| 111231040 | 11/23/01 | 12/12/01 | 321.47 | SHERIFF & JAIL | PRISONER FOOD | | 321.47 |
| 111291028 | 11/29/01 | 12/12/01 | 67.89 | SHERIFF & JAIL | PRISONER SUPPLIES | | 67.89 |
| 111151228 | 11/15/01 | 12/12/01 | 189.57 | SHERIFF & JAIL | PRISONER SUPPLIES | | 189.57 |
| 111231040 | 11/23/01 | 12/12/01 | 64.02 | SHERIFF & JAIL | PRISONER SUPPLIES | | 64.02 |
| | | | | | Total Displayed | : | 1063.86 |
| ***** SPORT GRAPHICS | | | | | | | |
| 1103 | 11/06/01 | 12/12/01 | 269.32 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 269.32 |
| 1132 | 11/28/01 | 12/12/01 | 8.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 8.00 |
| | | | | | Total Displayed | : | 277.32 |
| ***** SAV ON OFFICE SUPPLIES | | | | | | | |
| 1198469 | 11/08/01 | 12/12/01 | 32.36 | PUBLIC LIBRARY | OFFICE SUPPLIES | | 32.36 |
| 1212187 | 11/20/01 | 12/12/01 | 4.57 | COUNTY JUDGE | OFFICE SUPPLIES | | 4.57 |
| | | | | | Total Displayed | : | 36.93 |
| ***** SPRINT PCS | | | | | | | |
| 0075382264 | 11/18/01 | 12/12/01 | -55.34 | SHERIFF & JAIL | TELEPHONE | | -55.34 |
| 0067452690 | 11/18/01 | 12/12/01 | 267.82 | SHERIFF & JAIL | TELEPHONE | | 267.82 |
| | | | | | Total Displayed | : | 212.48 |
| ***** SOUTH RAINS WATER SUPPLY | | | | | | | |
| PCT 1 | 11/20/01 | 12/12/01 | 14.61 | UNIT ROAD & BRIDGE | WATER | | 14.61 |
| | | | | | Total Displayed | : | 14.61 |
| ***** SULPHUR SPRINGS FAMILY HEALTHCAR | | | | | | | |
| DODSON | 11/26/01 | 12/12/01 | 95.00 | SHERIFF & JAIL | SEMINAR EXPENSE | | 95.00 |
| PRINCE | 11/26/01 | 12/12/01 | 60.00 | SHERIFF & JAIL | SEMINAR EXPENSE | | 60.00 |
| | | | | | Total Displayed | : | 155.00 |
| ***** SHIRLEY WEEKS | | | | | | | |
| HOMEECEXP | 12/12/01 | 12/12/01 | 200.00 | COUNTY AGENT | ECONOMIST TRAVEL ALLOWANCE | | 200.00 |
| | | | | | Total Displayed | : | 200.00 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | | |
| LIBRARY | 11/19/01 | 12/12/01 | 417.52 | PUBLIC LIBRARY | UTILITIES | | 417.52 |
| PCT 4 | 11/27/01 | 12/12/01 | 163.66 | UNIT ROAD & BRIDGE | ELECTRIC | | 163.66 |
| ANNEX | 12/03/01 | 12/12/01 | 916.22 | NON-DEPARTMENTAL | ELECTRIC | | 916.22 |
| AGENT | 12/03/01 | 12/12/01 | 54.65 | NON-DEPARTMENTAL | ELECTRIC | | 54.65 |
| CTHSE | 12/04/01 | 12/12/01 | 197.03 | NON-DEPARTMENTAL | ELECTRIC | | 197.03 |
| JUDGE | 12/04/01 | 12/12/01 | 84.65 | NON-DEPARTMENTAL | ELECTRIC | | 84.65 |
| JAIL | 12/03/01 | 12/12/01 | 1204.73 | SHERIFF & JAIL | ELECTRIC | | 1204.73 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | | Total Displayed : | 3038.46 |
| ***** TAC INSURANCE TRUST FUND | | | | | | |
| NOV LIFE | 12/10/01 | 12/10/01 | 156.53 | NON-DEPARTMENTAL | HEALTH INSURANCE | 152.48 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | 4.05 |
| DEC LIFE | 12/10/01 | 12/10/01 | 160.58 | NON-DEPARTMENTAL | HEALTH INSURANCE | 156.53 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | 4.05 |
| | | | | | Total Displayed : | 317.11 |
| ***** TEXAS CO & DIST RETIREMENT SYS | | | | | | |
| RETIREMENT | 11/29/01 | 11/29/01 | 11402.92 | NON-DEPARTMENTAL | RETIREMENT | 378.00 |
| | | | | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | 11024.92 |
| RETIREMENT | 11/29/01 | 11/29/01 | -11402.92 | NON-DEPARTMENTAL | RETIREMENT | -378.00 |
| | | | | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | -11024.92 |
| RETIREMENT | 11/29/01 | 11/29/01 | 11402.92 | NON-DEPARTMENTAL | RETIREMENT | 368.40 |
| | | | | UNIT ROAD & BRIDGE | RETIREMENT | 9.60 |
| | | | | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | 10744.92 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL RETIREMENT PAYABLE | 280.00 |
| | | | | | Total Displayed : | 11402.92 |
| ***** THE COMPUTER MAN | | | | | | |
| 21110250 | 12/02/01 | 12/12/01 | 400.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | 400.00 |
| | | | | | Total Displayed : | 400.00 |
| ***** TEXAS DEPT OF HEALTH | | | | | | |
| 7C790-178 | 11/30/01 | 12/12/01 | 375.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 375.00 |
| | | | | | Total Displayed : | 375.00 |
| ***** TRIPLE E ELECTRIC | | | | | | |
| 3490 | 11/28/01 | 12/12/01 | 120.00 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 120.00 |
| 3491 | 11/28/01 | 12/12/01 | 107.50 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 107.50 |
| | | | | | Total Displayed : | 227.50 |
| ***** TEXAS FISHING & OUTDOOR SHOW | | | | | | |
| XX | 12/05/01 | 12/05/01 | 500.00 | HOTEL/MOTEL TAX | HOTEL/MOTEL TAX | 500.00 |
| | | | | | Total Displayed : | 500.00 |
| ***** TEXAS STEEL CULVERT CO | | | | | | |
| 217512 | 11/15/01 | 12/12/01 | 6626.40 | UNIT ROAD & BRIDGE | CULVERTS | 6626.40 |
| | | | | | Total Displayed : | 6626.40 |
| ***** TYLER UNIFORM | | | | | | |
| 27194 | 10/24/01 | 12/12/01 | 73.28 | SHERIFF & JAIL | EQUIPMENT | 73.28 |
| 27203 | 10/15/01 | 12/12/01 | 148.34 | SHERIFF & JAIL | EQUIPMENT | 148.34 |
| | | | | | Total Displayed : | 221.62 |
| ***** TXU GAS | | | | | | |
| JAIL | 12/05/01 | 12/12/01 | 167.38 | SHERIFF & JAIL | GAS | 167.38 |
| AGENT | 12/05/01 | 12/12/01 | 24.12 | NON-DEPARTMENTAL | GAS | 24.12 |
| CTHSE | 12/05/01 | 12/12/01 | 12.07 | NON-DEPARTMENTAL | GAS | 12.07 |
| | | | | | Total Displayed : | 203.57 |
| ***** UNIVERSAL TIME EQUIPMENT CO | | | | | | |
| 19253 | 11/30/01 | 12/12/01 | 255.00 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 255.00 |
| 19172 | 11/19/01 | 12/12/01 | 375.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | 375.00 |
| | | | | | Total Displayed : | 630.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** VERIZON | | | | | | | |
| LIBRARY | 11/19/01 | 12/12/01 | 91.99 | PUBLIC LIBRARY | TELEPHONE | | 91.99 |
| PCT 1 | 11/19/01 | 12/12/01 | 32.06 | UNIT ROAD & BRIDGE | TELEPHONE | | 32.06 |
| PCT 2 | 11/19/01 | 12/12/01 | 56.37 | UNIT ROAD & BRIDGE | TELEPHONE | | 56.37 |
| PCT 3 | 11/19/01 | 12/12/01 | 40.57 | UNIT ROAD & BRIDGE | TELEPHONE | | 40.57 |
| 473-3008 | 11/19/01 | 12/12/01 | 47.24 | SHERIFF & JAIL | TELEPHONE | | 47.24 |
| 473-3181 | 11/19/01 | 12/12/01 | 496.02 | SHERIFF & JAIL | TELEPHONE | | 496.02 |
| AGENT | 11/19/01 | 12/12/01 | 137.10 | COUNTY AGENT | TELEPHONE | | 137.10 |
| CLERK | 11/25/01 | 12/12/01 | 2.63 | COUNTY & DIST. CLERK | TELEPHONE | | 2.63 |
| VET OFF | 12/01/01 | 12/12/01 | 44.61 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | | 44.61 |
| ATTY | 12/01/01 | 12/12/01 | 21.89 | COUNTY ATTORNEY | TELEPHONE | | 21.89 |
| P&WL | 12/01/01 | 12/12/01 | 42.99 | PARKS & WILDLIFE | TELEPHONE | | 42.99 |
| | | | | | Total Displayed | : | 1013.47 |
| ***** VISION BENEFITS OF AMERICA | | | | | | | |
| HEALTH INS | 12/07/01 | 12/07/01 | 213.80 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 164.00 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | | 4.10 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 25.20 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 20.50 |
| | | | | | Total Displayed | : | 213.80 |
| ***** VIRGINIA NORTHCUTT | | | | | | | |
| REIMB | 12/05/01 | 12/12/01 | 9.20 | PUBLIC LIBRARY | TRAVEL | | 9.20 |
| | | | | | Total Displayed | : | 9.20 |
| ***** VIKING OFFICE PRODUCTS | | | | | | | |
| 723154 | 11/26/01 | 12/12/01 | 34.49 | MAINTENANCE | CUSTODIAL SUPPLIES | | 34.49 |
| 733543 | 11/29/01 | 12/12/01 | 37.42 | MAINTENANCE | CUSTODIAL SUPPLIES | | 37.42 |
| | | | | | Total Displayed | : | 71.91 |
| ***** WORLD ALMANAC EDUCATION | | | | | | | |
| 101394 | 07/11/01 | 12/12/01 | 24.75 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 24.75 |
| | | | | | Total Displayed | : | 24.75 |
| ***** WALMART COMMUNITY BRC | | | | | | | |
| 1442 | 10/26/01 | 12/12/01 | 44.74 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 44.74 |
| 1442 | 10/26/01 | 12/12/01 | 39.72 | SHERIFF & JAIL | EQUIPMENT | | 39.72 |
| 9069 | 10/18/01 | 12/12/01 | 36.89 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 36.89 |
| 9955 | 10/18/01 | 12/12/01 | 5.15 | SHERIFF & JAIL | OFFICE SUPPLIES | | 5.15 |
| 1442 | 10/26/01 | 12/12/01 | 9.56 | SHERIFF & JAIL | OFFICE SUPPLIES | | 9.56 |
| 4801 | 11/12/01 | 12/12/01 | -3.46 | SHERIFF & JAIL | OFFICE SUPPLIES | | -3.46 |
| 8744 | 11/12/01 | 12/12/01 | 9.90 | SHERIFF & JAIL | OFFICE SUPPLIES | | 9.90 |
| 1691 | 11/02/01 | 12/12/01 | 31.86 | SHERIFF & JAIL | OFFICE SUPPLIES | | 31.86 |
| | | | | | Total Displayed | : | 174.36 |
| ***** WINGFOOT COMMERCIAL TIRE SYSTEMS | | | | | | | |
| 1681005990 | 12/04/01 | 12/12/01 | 190.20 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 190.20 |
| | | | | | Total Displayed | : | 190.20 |
| ***** WILLIAM H MCDONELL, ATTY | | | | | | | |
| ANIZ | 11/16/01 | 12/12/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 200.00 |
| HAHN | 12/07/01 | 12/12/01 | 150.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 150.00 |
| KEMPF | 12/07/01 | 12/12/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 200.00 |
| TARKOWSKI | 12/07/01 | 12/12/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 200.00 |
| STANLEY | 12/07/01 | 12/12/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 200.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| | | | | | | Total Displayed : | 950.00 |
| ***** XEROX CORPORATION | | | | | | | |
| 591159300 | 12/02/01 | 12/12/01 | 76.21 | NON-DEPARTMENTAL | COPIERS | | 76.21 |
| | | | | | | Total Displayed : | 76.21 |

Grand Total of Displayed $ 109714.51

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 86242.84 |
| 005 | HOTEL/MOTEL TAX | 500.00 |
| 010 | UNIT ROAD & BRIDGE | 22120.77 |
| 034 | PUBLIC LIBRARY | 850.90 |
| | TOTAL ALL FUNDS: | 109714.51 |

# COUNTY OF RAINS

*100 Quitman Street*
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-2555
Fax: (903) 473-4298
Email: rains.co.judge@globeco.net

December 12, 2001
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

**Signed this** 12th **of** December **20** 01

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone, Comm., Pct. 2

Gary Bishop, Comm., Pct. 3

Rayford Briggs, Comm., Pct. 4

Robert M. Sisk, County Judge

# G E N E R A L  L E D G E R

RAINS COUNTY

Statement of Financial Condition

For the Month Ending: NOVEMBER 30, 2001

RAINS COUNTY
Consolidated Financial Table of Contents
For the Month Ending: NOVEMBER 30, 2001


BALANCE SHEET - GENERAL FUND . . . . . 0

REV - GENERAL FUND . . . . . 1

EXP - GENERAL FUND . . . . . 2
COUNTY/DISTRICT COURT . . . . . 2
8TH DISTRICT COURT . . . . . 2
354TH DISTRICT COURT . . . . . 2
NON-DEPARTMENTAL . . . . . 2
INDIGENT HEALTH CARE . . . . . 3
MAINTENANCE . . . . . 3
ELECTIONS . . . . . 3
COUNTY AGENT . . . . . 3
COUNTY ATTORNEY . . . . . 4
CONSTABLE COUNTY-WIDE . . . . . 4
COUNTY & DISTRICT CLERK . . . . . 4
COUNTY JUDGE . . . . . 4
COUNTY TREASURER . . . . . 4
JUSTICE PEACE . . . . . 5
REGISTRATION OFFICE . . . . . 5
SHERIFF & JAIL . . . . . 5
DEPARTMENT OF PUBLIC SAFETY . . . . . 6
PARKS & WILDLIFE . . . . . 6
HEALTH & WELFARE . . . . . 6
ENVIRONMENTAL ENFORCEMENT . . . . . 6

BALANCE SHEET - RECORDS MGMT PRESER . . . . . 7

REV - RECORDS MGMT PRESERVATION #2 . . . . . 8

EXP - RECORDS MGMT PRESERVATION #2 . . . . . 9

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EXP - UNIT ROAD & BRIDGE . . . . . 27

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REV - RIGHT OF WAY . . . . . 29

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EXP - I & S FUND . . . . . 33

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REV - PERM. SCHOOL FUND . . . . . 35

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REV - AVAIL. SCHOOL FUND . . . . . 38

EXP - AVAIL. SCHOOL FUND . . . . . 39

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REV - ALBA-GOLDEN ISD PERM. . . . . 41

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REV - MILLER GROVE ISD PERM. . . . . 44

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RAINS COUNTY
Consolidated Financial Table of Contents
For the Month Ending: NOVEMBER 30, 2001


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RAINS COUNTY
Consolidated Financial Table of Contents
For the Month Ending: NOVEMBER 30, 2001

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EXP - JAIL EXPANSION . . . . . 75

BALANCE SHEET - CONSOLIDATED FUNDS . . . . . 1

BALANCE SHEET - GENERAL FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 971,375.17 |
| TOTAL CURRENT ASSETS | | 971,375.17 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 2,767,220.00 | |
| LESS: REVENUES RECEIVED | 1,091,868.18- | |
| TOTAL OTHER ASSETS | | 1,675,351.82 |
| TOTAL ASSETS | | 2,646,726.99 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 75.19- |
| PAYROLL INSURANCE PAYABLE | | 7,932.06- |
| TOTAL CURRENT LIABILITIES | | 8,007.25- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 2,767,220.00 | |
| LESS: EXPENDITURES | 463,184.02- | |
| TOTAL OTHER LIABILITIES | | 2,304,035.98 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 350,698.26 | |
| TOTAL FUND BALANCE | | 350,698.26 |
| TOTAL LIABILITIES & FUND BAL. | | 2,646,726.99 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - GENERAL FUND | | | | | | |
| AD VALOREM CURRENT | 1,768,500.00 | 1,768,500.00 | 696,268.11 | 951,379.82 | 817,120.18 | 53.8 |
| AD VALOREM DELINQUEN | 84,000.00 | 84,000.00 | 12,053.44 | 26,567.97 | 57,432.03 | 31.6 |
| PENALTY & INTEREST | 45,000.00 | 45,000.00 | 4,529.93 | 8,432.23 | 36,567.77 | 18.7 |
| SHERIFF FEES | 7,000.00 | 7,000.00 | .00 | 650.00 | 6,350.00 | 9.3 |
| CLERK FEES | 60,000.00 | 60,000.00 | .00 | 3,083.56 | 56,916.44 | 5.1 |
| DISTRICT CLERK FEES | 20,000.00 | 20,000.00 | .00 | 1,889.22 | 18,110.78 | 9.5 |
| COUNTY COURT FINES | 115,000.00 | 115,000.00 | .00 | 4,502.25 | 110,497.75 | 3.9 |
| DISTRICT COURT FINES | 17,000.00 | 17,000.00 | .00 | 1,766.87 | 15,233.13 | 10.4 |
| AUTO TAX TITLE | 9,300.00 | 9,300.00 | 1,030.00 | 1,780.00 | 7,520.00 | 19.1 |
| TAX COLLECTOR FEES | 400.00 | 400.00 | .00 | 752.00 | 352.00- | 188.0 |
| BEER & LIQUOR PERMITS | 1,200.00 | 1,200.00 | 322.50 | 430.00 | 770.00 | 35.8 |
| BOAT REGISTRATION | 1,300.00 | 1,300.00 | 56.50 | 118.15 | 1,181.85 | 9.1 |
| BOAT & MTR SALES TAX | 1,000.00 | 1,000.00 | 31.64 | 82.50 | 917.50 | 8.3 |
| J P FINES & FEES | 68,000.00 | 68,000.00 | 4,564.75 | 9,762.96 | 58,237.04 | 14.4 |
| CONSTABLE FEES | 400.00 | 400.00 | 50.00 | 375.00 | 25.00 | 93.8 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | 693.53- | 693.53 | .0 |
| INTEREST | 58,000.00 | 58,000.00 | 3,165.72 | 5,625.64 | 52,374.36 | 9.7 |
| SALES TAX | 244,000.00 | 244,000.00 | 26,539.51 | 52,144.63 | 191,855.37 | 21.4 |
| MIXED BEVERAGE TAX | 1,000.00 | 1,000.00 | .00 | 161.38 | 838.62 | 16.1 |
| DUMPSTER FEES | .00 | .00 | 116.50 | 166.50 | 166.50- | .0 |
| OTHER INCOME | 7,500.00 | 7,500.00 | 758.91 | 3,367.82 | 4,132.18 | 44.9 |
| TAX SUITS | .00 | .00 | 2,489.01 | 5,262.09 | 5,262.09- | .0 |
| DEPUTY GRANT | 7,820.00 | 7,820.00 | .00 | 7,820.00 | .00 | 100.0 |
| 911 ADDRESSING | .00 | .00 | .00 | .00 | .00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .0 |
| ANIMAL SHELTER | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE TRIAL FEES | .00 | .00 | 2,570.00 | 6,441.12 | 6,441.12- | .0 |
| CO ATTY STATE FUNDS | .00 | .00 | .00 | .00 | .00 | .0 |
| TRANS. FR REC. MGMT #2 | 800.00 | 800.00 | .00 | .00 | 800.00 | .0 |
| ESTIMATED CARRYOVER | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,767,220.00 | 754,546.52 | 1,091,868.18 | 1,675,351.82 | 39.5 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - GENERAL FUND | | | | | | | |
| COUNTY/DISTRICT COURT | | | | | | | |
| COURT REPORTER | 2,000.00 | 2,000.00 | 200.00 | 200.00 | .00 | 1,800.00 | 10.0 |
| CO-JUROR EXPENSE | 2,000.00 | 2,000.00 | 267.00 | 261.00 | .00 | 1,739.00 | 13.1 |
| DIST-JUROR EXPENSE | 4,000.00 | 4,000.00 | 246.00 | 528.00 | .00 | 3,472.00 | 13.2 |
| CO-TRIAL EXPENSE | 5,000.00 | 5,000.00 | 612.75 | 720.89 | .00 | 4,279.11 | 14.4 |
| DIST-TRIAL EXPENSE | 21,325.00 | 21,325.00 | 4,756.56 | 6,135.41 | .00 | 15,189.59 | 28.8 |
| TOTAL COUNTY COURT | 34,325.00 | 34,325.00 | 6,082.31 | 7,845.30 | .00 | 26,479.70 | 22.9 |
| 8TH DISTRICT COURT | | | | | | | |
| JUVENILE PROBATION | 5,800.00 | 5,800.00 | 483.33 | 966.66 | .00 | 4,833.34 | 16.7 |
| SECRETARY-COORDINATOR | 4,469.00 | 4,469.00 | 372.41 | 744.82 | .00 | 3,724.18 | 16.7 |
| OTHER EXPENSES | 1,242.00 | 1,242.00 | 103.50 | 207.00 | .00 | 1,035.00 | 16.7 |
| A/J BLDG. EXPENSES | 8,517.00 | 8,517.00 | 709.75 | 1,419.50 | .00 | 7,097.50 | 16.7 |
| TOTAL 8TH DIST COURT | 20,028.00 | 20,028.00 | 1,668.99 | 3,337.98 | .00 | 16,690.02 | 16.7 |
| 354TH DISTRICT COURT | | | | | | | |
| COURT REPORTER | 5,100.00 | 5,100.00 | 425.00 | 850.00 | .00 | 4,250.00 | 16.7 |
| JUROR EXPENSE | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| TRIAL EXPENSE | 5,000.00 | 5,000.00 | 1,706.25 | 1,706.25 | .00 | 3,293.75 | 34.1 |
| SECRETARY-COORDINATOR | 2,100.00 | 2,100.00 | 175.00 | 350.00 | .00 | 1,750.00 | 16.7 |
| TOTAL 354TH DISTRICT COUR | 13,200.00 | 13,200.00 | 2,306.25 | 2,906.25 | .00 | 10,293.75 | 22.0 |
| NON-DEPARTMENTAL | | | | | | | |
| APPRAISAL DISTRICT | 110,665.00 | 110,665.00 | .00 | .00 | .00 | 110,665.00 | .0 |
| AUDIT | 8,750.00 | 8,750.00 | .00 | .00 | .00 | 8,750.00 | .0 |
| CAPITAL | 140,000.00 | 140,000.00 | 7,961.49 | 35,046.98 | .00 | 104,953.02 | 25.0 |
| BLDG. IMPROVEMENTS | 70,000.00 | 70,000.00 | .00 | .00 | .00 | 70,000.00 | .0 |
| DUES | 2,000.00 | 2,000.00 | 100.00 | 460.00 | .00 | 1,540.00 | 23.0 |
| PUBLICATIONS | 4,000.00 | 4,000.00 | 478.34 | 958.44 | .00 | 3,041.56 | 24.0 |
| INSURANCE | 68,000.00 | 68,000.00 | .00 | .00 | .00 | 68,000.00 | .0 |
| EMERGENCY RESERVE | 159,534.00 | 159,534.00 | 52,042.90 | 67,687.25 | .00 | 91,846.75 | 42.4 |
| POSTAGE & BOX RENT | 9,476.00 | 9,476.00 | 2,052.88 | 3,429.95 | .00 | 6,046.05 | 36.2 |
| TAX ATTORNEY | .00 | .00 | 2,586.92 | 5,272.35 | .00 | 5,272.35- | .0 |
| HISTORICAL COMMISSION | 2,500.00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | .0 |
| VETERAN AFFAIRS OFFICER | 2,800.00 | 2,800.00 | 244.61 | 664.56 | .00 | 2,135.44 | 23.7 |
| ECONOMIC DEVELOP. ADMIN. | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ECONOMIC GROWTH, INC. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| STAR PROGRAM | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RE-DISTRICTING | 5,000.00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| ELECTRIC | 20,000.00 | 20,000.00 | 1,331.21 | 3,555.01 | .00 | 16,444.99 | 17.8 |
| GAS | 1,200.00 | 1,200.00 | 25.13 | 189.66 | .00 | 1,010.34 | 15.8 |
| WATER | 3,500.00 | 3,500.00 | 344.31 | 703.78 | .00 | 2,796.22 | 20.1 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TRIAL FEES TO STATE | .00 | .00 | .00 | 31.25 | .00 | 31.25- | .0 |
| TAX REFUND | .00 | .00 | 130.77 | 608.34 | .00 | 608.34- | .0 |
| 911 ADDRESSING | .00 | .00 | 4,500.00 | 4,500.00 | .00 | 4,500.00- | .0 |
| B&B BUILDING | 30,000.00 | 30,000.00 | 9,065.56 | 14,743.00 | .00 | 15,257.00 | 49.1 |
| PRISONER BOARDING | 55,000.00 | 55,000.00 | 6,708.00 | 14,196.00 | .00 | 40,804.00 | 25.8 |
| ANIMAL SHELTER | 42,000.00 | 42,000.00 | .00 | .00 | .00 | 42,000.00 | .0 |
| TRANSFER TO UNIT RD & BR | 150,000.00 | 150,000.00 | .00 | .00 | .00 | 150,000.00 | .0 |
| TRANSFER TO LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | .00 | 17,993.00 | .0 |
| COPIERS | 1,500.00 | 1,500.00 | 269.21 | 345.42 | .00 | 1,154.58 | 23.0 |
| SALARIES | 1,037,054.00 | 1,037,054.00 | 76,360.57 | 150,864.64 | .00 | 886,189.36 | 14.6 |
| SOCIAL SECURITY | 79,564.00 | 79,564.00 | 5,800.64 | 11,770.36 | .00 | 67,793.64 | 14.8 |
| RETIREMENT | 78,433.00 | 78,433.00 | 5,600.86 | 11,210.83 | .00 | 67,222.17 | 14.3 |
| WORKERS COMP. | 23,218.00 | 23,218.00 | 50.00- | 50.00- | .00 | 23,268.00 | -.2 |
| FUTA | 6,203.00 | 6,203.00 | 17.00- | 1,725.89 | .00 | 4,477.11 | 27.8 |
| HEALTH INSURANCE | 245,760.00 | 245,760.00 | 31,940.91 | 48,347.91 | .00 | 197,412.09 | 19.7 |
| O/T SALARY-SHERIFF | 12,296.00 | 12,296.00 | 1,443.20 | 2,107.65 | .00 | 10,188.35 | 17.1 |
| TOTAL NON-DEPARTMENTAL | 2,389,446.00 | 2,389,446.00 | 208,921.01 | 378,369.27 | .00 | 2,011,076.73 | 15.8 |
| INDIGENT HEALTH CARE | | | | | | | |
| INDIGENT HEALTH EXPENSE | 60,300.00 | 60,300.00 | 2,512.44 | 2,512.44 | .00 | 57,787.56 | 4.2 |
| PRISONER HEALTH CARE | 6,286.00 | 6,286.00 | 222.41 | 639.01 | .00 | 5,646.99 | 10.2 |
| OFFICE SUPPLIES | 200.00 | 200.00 | 25.00 | 25.00 | .00 | 175.00 | 12.5 |
| IHC SEMINAR EXPENSE | 600.00 | 600.00 | .00 | 340.40 | .00 | 259.60 | 56.7 |
| SOFTWARE MAINTENANCE | 800.00 | 800.00 | .00 | .00 | .00 | 800.00 | .0 |
| REDBOOK UPDATE | 900.00 | 900.00 | .00 | .00 | .00 | 900.00 | .0 |
| TOTAL INDIGENT HEALTH CAR | 69,086.00 | 69,086.00 | 2,759.85 | 3,516.85 | .00 | 65,569.15 | 5.1 |
| MAINTENANCE | | | | | | | |
| BLDG. MAINT | 7,500.00 | 7,500.00 | 800.86 | 1,473.22 | .00 | 6,026.78 | 19.6 |
| CUSTODIAL SUPPLIES | 5,000.00 | 5,000.00 | 38.00 | 38.00 | .00 | 4,962.00 | .8 |
| TOTAL MAINTENANCE | 12,500.00 | 12,500.00 | 838.86 | 1,511.22 | .00 | 10,988.78 | 12.1 |
| ELECTIONS | | | | | | | |
| ELECTION PERSONNEL | 5,000.00 | 5,000.00 | 2,889.50 | 2,889.50 | .00 | 2,110.50 | 57.8 |
| ELECTION EXPENSE | 2,500.00 | 2,500.00 | 1,960.11 | 2,160.47 | .00 | 339.53 | 86.4 |
| TOTAL ELECTIONS | 7,500.00 | 7,500.00 | 4,849.61 | 5,049.97 | .00 | 2,450.03 | 67.3 |
| COUNTY AGENT | | | | | | | |
| EQUIPMENT MAINTENANCE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 401.64 | 488.59 | .00 | 711.41 | 40.7 |
| TELEPHONE | 1,000.00 | 1,000.00 | 153.26 | 233.74 | .00 | 766.26 | 23.4 |
| TRAVEL ALLOWANCE | 3,600.00 | 3,600.00 | 300.00 | 600.00 | .00 | 3,000.00 | 16.7 |
| ECONOMIST TRAVEL ALLOWANC | 2,400.00 | 2,400.00 | 200.00 | 400.00 | .00 | 2,000.00 | 16.7 |
| OFFICE EQUIPMENT | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TOTAL COUNTY AGENT | 9,200.00 | 9,200.00 | 1,054.90 | 1,722.33 | .00 | 7,477.67 | 18.7 |
| COUNTY ATTORNEY | | | | | | | |
| EQUIPMENT MAINT | 350.00 | 350.00 | .00 | .00 | .00 | 350.00 | .0 |
| DUES | 200.00 | 200.00 | 25.00 | 25.00 | .00 | 175.00 | 12.5 |
| BONDS | 150.00 | 150.00 | .00 | .00 | .00 | 150.00 | .0 |
| OFFICE SUPPLIES | 2,600.00 | 2,600.00 | 126.92 | 177.82 | .00 | 2,422.18 | 6.8 |
| TELEPHONE | 2,500.00 | 2,500.00 | 310.26 | 530.78 | .00 | 1,969.22 | 21.2 |
| SEMINAR EXPENSE | 3,500.00 | 3,500.00 | .00 | 500.81 | .00 | 2,999.19 | 14.3 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | 1,926.35 | 2,021.07 | .00 | 21.07- | 101.1 |
| LAW LIBRARY | 3,600.00 | 3,600.00 | 20.00 | 40.00 | .00 | 3,560.00 | 1.1 |
| CO ATTY STATE FUNDS | .00 | .00 | .00 | 251.00 | .00 | 251.00- | .0 |
| TOTAL COUNTY ATTORNEY | 14,900.00 | 14,900.00 | 2,408.53 | 3,546.48 | .00 | 11,353.52 | 23.8 |
| CONSTABLE COUNTY-WIDE | | | | | | | |
| EQUIPMENT MAINT | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| BONDS | 93.00 | 93.00 | .00 | .00 | .00 | 93.00 | .0 |
| SEMINAR EXPENSES | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE EQUIPMENT | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| TOTAL CONSTABLE COUNTY-WI | 743.00 | 743.00 | .00 | .00 | .00 | 743.00 | .0 |
| COUNTY & DISTRICT CLERK | | | | | | | |
| EQUIPMENT MAINT | 6,300.00 | 6,300.00 | 940.00 | 2,832.85 | .00 | 3,467.15 | 45.0 |
| DUES | 75.00 | 75.00 | .00 | .00 | .00 | 75.00 | .0 |
| BONDS | 1,000.00 | 1,000.00 | 262.50 | 590.62 | .00 | 409.38 | 59.1 |
| OFFICE SUPPLIES | 7,000.00 | 7,000.00 | 1,890.17 | 3,541.69 | .00 | 3,458.31 | 50.6 |
| TELEPHONE | 1,500.00 | 1,500.00 | 134.38 | 251.31 | .00 | 1,248.69 | 16.8 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | .0 |
| OFFICE EQUIPMENT | 3,300.00 | 3,300.00 | 2,106.82 | 2,378.74 | .00 | 921.26 | 72.1 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY & DISTRICT C | 20,675.00 | 20,675.00 | 5,333.87 | 9,595.21 | .00 | 11,079.79 | 46.4 |
| COUNTY JUDGE | | | | | | | |
| EQUIPMENT MAINT | 600.00 | 600.00 | 271.60 | 271.60 | .00 | 328.40 | 45.3 |
| DUES | 140.00 | 140.00 | .00 | .00 | .00 | 140.00 | .0 |
| BONDS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 2,250.00 | 2,250.00 | 271.42 | 479.43 | .00 | 1,770.57 | 21.3 |
| TELEPHONE | 2,500.00 | 2,500.00 | 200.80 | 535.00 | .00 | 1,965.00 | 21.4 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| OFFICE EQUIPMENT | 750.00 | 750.00 | .00 | .00 | .00 | 750.00 | .0 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY JUDGE | 8,240.00 | 8,240.00 | 743.82 | 1,286.03 | .00 | 6,953.97 | 15.6 |
| COUNTY TREASURER | | | | | | | |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EQUIPMENT MAINT | 1,800.00 | 1,800.00 | .00 | 1,370.20 | .00 | 429.80 | 76.1 |
| DUES | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| BONDS | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 54.44 | 184.84 | .00 | 1,015.16 | 15.4 |
| TELEPHONE | 600.00 | 600.00 | 175.48 | 228.33 | .00 | 371.67 | 38.1 |
| SEMINAR EXPENSE | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| OFFICE EQUIPMENT | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| COMPUTER | 2,500.00 | 2,500.00 | .00 | 1,800.00 | .00 | 700.00 | 72.0 |
| TOTAL COUNTY TREASURER | 6,950.00 | 6,950.00 | 229.92 | 3,583.37 | .00 | 3,366.63 | 51.6 |
| JUSTICE PEACE | | | | | | | |
| AUTOPSY EXPENSE | 7,000.00 | 7,000.00 | 1,350.00 | 2,400.00 | .00 | 4,600.00 | 34.3 |
| EQUIPMENT MAINT | 300.00 | 300.00 | 60.00 | 120.00 | .00 | 180.00 | 40.0 |
| DUES | 35.00 | 35.00 | 95.00 | 95.00 | .00 | 60.00- | 271.4 |
| BONDS | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| OFFICE SUPPLIES | 1,500.00 | 1,500.00 | 53.58 | 117.62 | .00 | 1,382.38 | 7.8 |
| TELEPHONE | 1,900.00 | 1,900.00 | 101.97 | 200.72 | .00 | 1,699.28 | 10.6 |
| SEMINAR EXPENSE | 150.00 | 150.00 | 80.58 | 80.58 | .00 | 69.42 | 53.7 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| INTERPRETERS | 500.00 | 500.00 | .00 | 30.00 | .00 | 470.00 | 6.0 |
| REPLACEMENT FOR JP | 500.00 | 500.00 | 1,582.22 | 1,582.22 | .00 | 1,082.22- | 316.4 |
| TOTAL JUSTICE PEACE | 14,135.00 | 14,135.00 | 3,323.35 | 4,626.14 | .00 | 9,508.86 | 32.7 |
| REGISTRATION OFFICE | | | | | | | |
| EQUIPMENT MAINT | .00 | .00 | .00 | 110.00 | .00 | 110.00- | .0 |
| DUES | 100.00 | 100.00 | .00 | .00 | .00 | 100.00 | .0 |
| BONDS | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE SUPPLIES | 1,676.00 | 1,676.00 | 822.63 | 822.63 | .00 | 853.37 | 49.1 |
| TELEPHONE | 3,400.00 | 3,400.00 | 152.30 | 360.55 | .00 | 3,039.45 | 10.6 |
| SEMINAR EXPENSE | 300.00 | 300.00 | .00 | .00 | .00 | 300.00 | .0 |
| OFFICE EQUIPMENT | 500.00 | 500.00 | 49.99 | 49.99 | .00 | 450.01 | 10.0 |
| TOTAL REGISTRATION OFFICE | 6,176.00 | 6,176.00 | 1,024.92 | 1,343.17 | .00 | 4,832.83 | 21.8 |
| SHERIFF & JAIL | | | | | | | |
| BLDG. REPAIR & MAINT. | 11,000.00 | 11,000.00 | 1,431.96 | 2,226.56 | .00 | 8,773.44 | 20.2 |
| EQUIPMENT REPAIR & MAINT. | 6,000.00 | 6,000.00 | 331.27 | 2,013.05 | .00 | 3,986.95 | 33.6 |
| VEHICLE REPAIR & MAINT. | 9,000.00 | 9,000.00 | 3,427.52 | 3,894.24 | .00 | 5,105.76 | 43.3 |
| DUES | 350.00 | 350.00 | 25.00 | 25.00 | .00 | 325.00 | 7.1 |
| BONDS | 800.00 | 800.00 | 50.00 | 50.00 | .00 | 750.00 | 6.3 |
| OFFICE SUPPLIES | 5,000.00 | 5,000.00 | 1,011.24 | 1,936.82 | .00 | 3,063.18 | 38.7 |
| TELEPHONE | 7,500.00 | 7,500.00 | 655.59 | 1,781.27 | .00 | 5,718.73 | 23.8 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | 689.54 | 1,409.54 | .00 | 90.46 | 94.0 |
| ELECTRIC | 15,000.00 | 15,000.00 | 1,206.69 | 2,940.00 | .00 | 12,060.00 | 19.6 |
| GAS | 3,000.00 | 3,000.00 | 79.83 | 153.49 | .00 | 2,846.51 | 5.1 |
| WATER | 5,000.00 | 5,000.00 | 951.50 | 1,091.64 | .00 | 3,908.36 | 21.8 |
| EQUIPMENT | 5,000.00 | 5,000.00 | 1,104.37 | 2,046.30 | .00 | 2,953.70 | 40.9 |
| LAB - FORENSIC | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| PRISONER SUPPLIES | 7,000.00 | 7,000.00 | 184.49 | 373.29 | .00 | 6,626.71 | 5.3 |
| PRISONER FOOD | 23,000.00 | 23,000.00 | 2,432.35 | 5,445.70 | .00 | 17,554.30 | 23.7 |
| PRISONER HEALTH | 850.00 | 850.00 | .00 | .00 | .00 | 850.00 | .0 |
| FUEL & OIL | 16,000.00 | 16,000.00 | 2,000.62 | 4,582.76 | .00 | 11,417.24 | 28.6 |
| TOTAL SHERIFF & JAIL | 118,000.00 | 118,000.00 | 15,581.97 | 29,969.66 | .00 | 88,030.34 | 25.4 |
| DEPARTMENT OF PUBLIC SAFETY | | | | | | | |
| OFFICE SUPPLIES | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| TELEPHONE | 1,500.00 | 1,500.00 | 42.99 | 177.87 | .00 | 1,322.13 | 11.9 |
| DPS RADAR | 3,395.00 | 3,395.00 | .00 | 3,359.00 | .00 | 36.00 | 98.9 |
| TOTAL DEPARTMENT OF PUBLI | 5,295.00 | 5,295.00 | 42.99 | 3,536.87 | .00 | 1,758.13 | 66.8 |
| PARKS & WILDLIFE | | | | | | | |
| OFFICE SUPPLIES | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TELEPHONE | 1,750.00 | 1,750.00 | 42.99 | 85.73 | .00 | 1,664.27 | 4.9 |
| TOTAL PARKS & WILDLIFE | 2,250.00 | 2,250.00 | 42.99 | 85.73 | .00 | 2,164.27 | 3.8 |
| HEALTH & WELFARE | | | | | | | |
| CHILD PROTECTIVE SERVICE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| MHMR SERVICES | 5,026.00 | 5,026.00 | 418.83 | 837.66 | .00 | 4,188.34 | 16.7 |
| CHILD ADVOCACY | 2,745.00 | 2,745.00 | .00 | .00 | .00 | 2,745.00 | .0 |
| TOTAL HEALTH & WELFARE | 9,771.00 | 9,771.00 | 418.83 | 837.66 | .00 | 8,933.34 | 8.6 |
| ENVIRONMENTAL ENFORCEMENT | | | | | | | |
| OTHER | 733.00 | 733.00 | 330.00 | 391.75 | .00 | 341.25 | 53.4 |
| SUPPLIES | 1,667.00 | 1,667.00 | .00 | .00 | .00 | 1,667.00 | .0 |
| FUEL | 2,400.00 | 2,400.00 | 87.86 | 122.78 | .00 | 2,277.22 | 5.1 |
| TOTAL ENVIRONMENTAL | 4,800.00 | 4,800.00 | 417.86 | 514.53 | .00 | 4,285.47 | 10.7 |
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,767,220.00 | 258,050.83 | 463,184.02 | .00 | 2,304,035.98 | 16.7 |

BALANCE SHEET - RECORDS MGMT PRESERVATION #2
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - RECORDS MGMT PRESERVATION #2 | | 11,175.80 |
| TOTAL CURRENT ASSETS | | 11,175.80 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 243.61- | |
| TOTAL OTHER ASSETS | | 243.61- |
| TOTAL ASSETS | | 10,932.19 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 10,932.19 | |
| TOTAL FUND BALANCE | | 10,932.19 |
| TOTAL LIABILITIES & FUND BAL. | | 10,932.19 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RECORDS MGMT PRESERVATION #2 | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 225.00 | 225.00- | .0 |
| INTEREST | .00 | .00 | 9.18 | 18.61 | 18.61- | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | 9.18 | 243.61 | 243.61- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RECORDS MGMT PRESERVATION #2 | | | | | | | |
| RECORDS MANAGEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - HOTEL/MOTEL TAX
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HOTEL/MOTEL TAX | | 9,806.60 |
| TOTAL CURRENT ASSETS | | 9,806.60 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,602.30- | |
| TOTAL OTHER ASSETS | | 2,602.30- |
| TOTAL ASSETS | | 7,204.30 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 1,650.00- | |
| TOTAL OTHER LIABILITIES | | 1,650.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,854.30 | |
| TOTAL FUND BALANCE | | 8,854.30 |
| TOTAL LIABILITIES & FUND BAL. | | 7,204.30 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOTEL/MOTEL TAX | | | | | | |
| INTEREST | .00 | .00 | 7.57 | 15.34 | 15.34- | .0 |
| TAXES | .00 | .00 | 1,764.80 | 2,586.96 | 2,586.96- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 1,772.37 | 2,602.30 | 2,602.30- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOTEL/MOTEL TAX | | | | | | | |
| HOTEL/MOTEL TAX | .00 | .00 | .00 | 1,650.00 | .00 | 1,650.00- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | .00 | 1,650.00 | .00 | 1,650.00- | .0 |

BALANCE SHEET - COURTHOUSE SECURITY FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - COURTHOUSE SECURITY FUND | | 38,349.32 |
| TOTAL CURRENT ASSETS | | 38,349.32 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 740.64- | |
| TOTAL OTHER ASSETS | | 740.64- |
| TOTAL ASSETS | | 37,608.68 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 900.00- | |
| TOTAL OTHER LIABILITIES | | 900.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 38,508.68 | |
| TOTAL FUND BALANCE | | 38,508.68 |
| TOTAL LIABILITIES & FUND BAL. | | 37,608.68 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COURTHOUSE SECURITY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 313.00 | 313.00- | .0 |
| J P FEES | .00 | .00 | 150.00 | 347.04 | 347.04- | .0 |
| INTEREST | .00 | .00 | 39.58 | 80.60 | 80.60- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 189.58 | 740.64 | 740.64- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COURTHOUSE SECURITY FUND | | | | | | | |
| BAILIFF EXPENSE | .00 | .00 | 385.00 | 900.00 | .00 | 900.00- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 385.00 | 900.00 | .00 | 900.00- | .0 |

RAINS COUNTY
BALANCE SHEET - LAW ENFORCEMENT TRAINING
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW ENFORCEMENT TRAINING | | 6,735.64 |
| TOTAL CURRENT ASSETS | | 6,735.64 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 6,735.64 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 958.25- | |
| TOTAL OTHER LIABILITIES | | 958.25- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7,693.89 | |
| TOTAL FUND BALANCE | | 7,693.89 |
| TOTAL LIABILITIES & FUND BAL. | | 6,735.64 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW ENFORCEMENT TRAINING | | | | | | |
| STATE COMPT-SHERIFF | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE COMPT-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | .00 | .00 | .00 | .0 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW ENFORCEMENT TRAINING | | | | | | | |
| TRAINING-SHERIFF | .00 | .00 | 938.25 | 958.25 | .00 | 958.25- | .0 |
| TRAINING-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | 938.25 | 958.25 | .00 | 958.25- | .0 |

BALANCE SHEET - COMMUNITY SERVICE-JUVENILE
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - COMMUNITY SERVICE-JUVENILE | | 46.14 |
| TOTAL CURRENT ASSETS | | 46.14 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 46.14 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | .02 |
| TOTAL CURRENT LIABILITIES | | .02 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 46.12 | |
| TOTAL FUND BALANCE | | 46.12 |
| TOTAL LIABILITIES & FUND BAL. | | 46.14 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COMMUNITY SERVICE-JUVENILE | | | | | | |
| COMMUNITY SERVICE FINES | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COMMUNITY SERVICE-JUVENILE | | | | | | | |
| SALARY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| SOCIAL SECURITY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RETIREMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - JUSTICE CT TECHNOLOGY FD
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JUSTICE CT TECHNOLOGY FD | | 462.72 |
| TOTAL CURRENT ASSETS | | 462.72 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 462.72- | |
| TOTAL OTHER ASSETS | | 462.72- |
| TOTAL ASSETS | | .00 |

LIABILITIES AND FUND BALANCE

| | |
|---|---|
| CURRENT LIABILITIES | |
| TOTAL CURRENT LIABILITIES | .00 |
| OTHER LIABILITIES | |
| TOTAL OTHER LIABILITIES | .00 |
| FUND BALANCE | |
| TOTAL FUND BALANCE | .00 |
| TOTAL LIABILITIES & FUND BAL. | .00 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JUSTICE CT TECHNOLOGY FD | | | | | | |
| J P FEES | .00 | .00 | 200.00 | 462.72 | 462.72- | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | 200.00 | 462.72 | 462.72- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JUSTICE CT TECHNOLOGY FD | | | | | | | |
| J P COURT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - UNIT ROAD & BRIDGE
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - UNIT ROAD & BRIDGE | | 274,560.80 |
| TOTAL CURRENT ASSETS | | 274,560.80 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 824,899.00 | |
| LESS: REVENUES RECEIVED | 68,497.62- | |
| TOTAL OTHER ASSETS | | 756,401.38 |
| TOTAL ASSETS | | 1,030,962.18 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 824,899.00 | |
| LESS: EXPENDITURES | 163,081.37- | |
| TOTAL OTHER LIABILITIES | | 661,817.63 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 369,144.55 | |
| TOTAL FUND BALANCE | | 369,144.55 |
| TOTAL LIABILITIES & FUND BAL. | | 1,030,962.18 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - UNIT ROAD & BRIDGE | | | | | | |
| OTHER INCOME | .00 | .00 | .00 | 3,498.17 | 3,498.17- | .0 |
| VEHICLE REGISTRATION | 325,631.00 | 325,631.00 | 17,841.84 | 39,543.49 | 286,087.51 | 12.1 |
| ROAD & BRIDGE FEE | 87,268.00 | 87,268.00 | 5,131.30 | 13,162.90 | 74,105.10 | 15.1 |
| STATE LATERAL FUND | 12,000.00 | 12,000.00 | .00 | 12,293.06 | 293.06- | 102.4 |
| R&B MATERIALS (SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TRANSFER FR GENERAL | 150,000.00 | 150,000.00 | .00 | .00 | 150,000.00 | .0 |
| TOTAL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 22,973.14 | 68,497.62 | 756,401.38 | 8.3 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - UNIT ROAD & BRIDGE | | | | | | | |
| EQUIPMENT MAINT. | 40,000.00 | 40,000.00 | 4,394.32 | 6,335.00 | .00 | 33,665.00 | 15.8 |
| TELEPHONE | 3,000.00 | 3,000.00 | 118.85 | 312.16 | .00 | 2,687.84 | 10.4 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| ELECTRIC | 4,200.00 | 4,200.00 | 308.85 | 644.15 | .00 | 3,555.85 | 15.3 |
| WATER | 800.00 | 800.00 | 62.68 | 125.70 | .00 | 674.30 | 15.7 |
| FUEL & OIL | 36,000.00 | 36,000.00 | 2,571.89 | 5,346.29 | .00 | 30,653.71 | 14.9 |
| BRIDGE MATERIAL | 35,000.00 | 35,000.00 | 541.00 | 1,623.00 | .00 | 33,377.00 | 4.6 |
| CULVERTS | 19,000.00 | 19,000.00 | 5,819.00 | 6,203.00 | .00 | 12,797.00 | 32.7 |
| ROAD MATERIAL | 372,937.00 | 372,937.00 | 80,321.29 | 134,990.73 | .00 | 237,946.27 | 36.2 |
| LATERAL EXPENSE | 12,000.00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | .0 |
| TOOLS & SUPPLIES | 12,000.00 | 12,000.00 | 1,281.15 | 1,603.17 | .00 | 10,396.83 | 13.4 |
| BUILDING & MAINT. | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| R&B MATERIALS(SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | .00 | 250,000.00 | .0 |
| SALARY-UNIT RD ADMIN. | 26,000.00 | 26,000.00 | 4,000.00 | 4,000.00 | .00 | 22,000.00 | 15.4 |
| SOCIAL SECURITY | 1,989.00 | 1,989.00 | 306.00 | 306.00 | .00 | 1,683.00 | 15.4 |
| RETIREMENT | 2,007.00 | 2,007.00 | 289.60 | 289.60 | .00 | 1,717.40 | 14.4 |
| WORKERS COMP | 648.00 | 648.00 | 50.00 | 50.00 | .00 | 598.00 | 7.7 |
| FUTA | 198.00 | 198.00 | 17.00 | 17.00 | .00 | 181.00 | 8.6 |
| HEALTH INSURANCE | 5,120.00 | 5,120.00 | 1,235.57 | 1,235.57 | .00 | 3,884.43 | 24.1 |
| TOTAL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 101,317.20 | 163,081.37 | .00 | 661,817.63 | 19.8 |

BALANCE SHEET - RIGHT OF WAY
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 92,793.78 |
| TOTAL CURRENT ASSETS | | 92,793.78 |
| OTHER ASSETS | | |
| LESS. REVENUES RECEIVED | 489.35- | |
| TOTAL OTHER ASSETS | | 489.35- |
| TOTAL ASSETS | | 92,304.43 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 92,304.43 | |
| TOTAL FUND BALANCE | | 92,304.43 |
| TOTAL LIABILITIES & FUND BAL. | | 92,304.43 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RIGHT OF WAY | | | | | | |
| INTEREST | .00 | .00 | 221.24 | 489.35 | 489.35- | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | 221.24 | 489.35 | 489.35- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RIGHT OF WAY | | | | | | | |
| RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - I & S FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - I & S FUND | | 64,711.72 |
| TOTAL CURRENT ASSETS | | 64,711.72 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 126,430.00 | |
| LESS: REVENUES RECEIVED | 64,711.72- | |
| TOTAL OTHER ASSETS | | 61,718.28 |
| TOTAL ASSETS | | 126,430.00 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 126,430.00 | |
| TOTAL OTHER LIABILITIES | | 126,430.00 |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 126,430.00 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - I & S FUND | | | | | | |
| AD VALOREM TAX | 126,430.00 | 126,430.00 | 47,287.12 | 64,613.06 | 61,816.94 | 51.1 |
| INTEREST | .00 | .00 | 86.50 | 98.66 | 98.66- | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | 47,373.62 | 64,711.72 | 61,718.28 | 51.2 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - I & S FUND | | | | | | | |
| COURTHOUSE ANNEX | 63,630.00 | 63,630.00 | .00 | .00 | .00 | 63,630.00 | .0 |
| JAIL EXPANSION | 62,800.00 | 62,800.00 | .00 | .00 | .00 | 62,800.00 | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | .00 | .00 | .00 | 126,430.00 | .0 |

BALANCE SHEET - PERM. SCHOOL FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 1,914,038.88 |
| TOTAL CURRENT ASSETS | | 1,914,038.88 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 267,798.72- | |
| TOTAL OTHER ASSETS | | 267,798.72- |
| TOTAL ASSETS | | 1,646,240.16 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 1,646,240.16 | |
| TOTAL FUND BALANCE | | 1,646,240.16 |
| TOTAL LIABILITIES & FUND BAL. | | 1,646,240.16 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PERM. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 4,539.92 | 9,776.24 | 9,776.24- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| OIL ROYALTY | .00 | .00 | 19,637.57 | 28,236.53 | 28,236.53- | .0 |
| BOND MATURITY | .00 | .00 | .00 | 229,785.95 | 229,785.95- | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | 24,177.49 | 267,798.72 | 267,798.72- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PERM. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| PERMANENT IMPROVEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - AVAIL. SCHOOL FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 493,114.34 |
| TOTAL CURRENT ASSETS | | 493,114.34 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 54,434.25- | |
| TOTAL OTHER ASSETS | | 54,434.25- |
| TOTAL ASSETS | | 438,680.09 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 438,680.09 | |
| TOTAL FUND BALANCE | | 438,680.09 |
| TOTAL LIABILITIES & FUND BAL. | | 438,680.09 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - AVAIL. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 25,375.25 | 51,332.25 | 51,332.25- | .0 |
| OTHER INCOME | .00 | .00 | .00 | 3,102.00 | 3,102.00- | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | 25,375.25 | 54,434.25 | 54,434.25- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - AVAIL. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TAXES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - ALBA-GOLDEN ISD PERM.
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 7.50 |
| TOTAL CURRENT ASSETS | | 7.50 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 7.50 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7.50 | |
| TOTAL FUND BALANCE | | 7.50 |
| TOTAL LIABILITIES & FUND BAL. | | 7.50 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - ALBA-GOLDEN ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - ALBA-GOLDEN ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - MILLER GROVE ISD PERM.
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 16.69 |
| TOTAL CURRENT ASSETS | | 16.69 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 16.69 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 16.69 | |
| TOTAL FUND BALANCE | | 16.69 |
| TOTAL LIABILITIES & FUND BAL. | | 16.69 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - MILLER GROVE ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .0 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - MILLER GROVE ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - LONE OAK ISD PERM.
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 574.53 |
| TOTAL CURRENT ASSETS | | 574.53 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | .03 | |
| TOTAL OTHER ASSETS | | .03 |
| TOTAL ASSETS | | 574.56 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 574.56 | |
| TOTAL FUND BALANCE | | 574.56 |
| TOTAL LIABILITIES & FUND BAL. | | 574.56 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| LONE OAK ISD PERM. SCH. | | | | | | |
| INTEREST | .00 | .00 | .00 | .03- | .03 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| LONE OAK ISD PERM. SCH. | .00 | .00 | .00 | .03- | .03 | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LONE OAK ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LONE OAK ISD PERM | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - CHECK COLL. & PR. FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - CHECK COLL. & PR. FUND | | 13,262.53 |
| TOTAL CURRENT ASSETS | | 13,262.53 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,133.60- | |
| TOTAL OTHER ASSETS | | 2,133.60- |
| TOTAL ASSETS | | 11,128.93 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 11,128.93 | |
| TOTAL FUND BALANCE | | 11,128.93 |
| TOTAL LIABILITIES & FUND BAL. | | 11,128.93 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - CHECK COLL. & PR. FUND | | | | | | |
| INTEREST | .00 | .00 | 10.43 | 19.88 | 19.88- | .0 |
| COUNTY ATTORNEY SECRETARY | .00 | .00 | 2,113.72 | 2,113.72 | 2,113.72- | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | 2,124.15 | 2,133.60 | 2,133.60- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - CHECK COLL. & PR. FUND | | | | | | | |
| SEMINAR EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| CO ATTY OFFICE EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - PUBLIC LIBRARY
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - PUBLIC LIBRARY | | 21,947.44 |
| TOTAL CURRENT ASSETS | | 21,947.44 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 17,993.00 | |
| TOTAL OTHER ASSETS | | 17,993.00 |
| TOTAL ASSETS | | 39,940.44 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 17,993.00 | |
| LESS: EXPENDITURES | 2,808.30- | |
| TOTAL OTHER LIABILITIES | | 15,184.70 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 24,755.74 | |
| TOTAL FUND BALANCE | | 24,755.74 |
| TOTAL LIABILITIES & FUND BAL. | | 39,940.44 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

VOL 0034 PAGE 432

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PUBLIC LIBRARY | | | | | | |
| TRANSFER FR GEN. FUND | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



VOL 0034 PAGE 433

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PUBLIC LIBRARY | | | | | | | |
| BUILDING MAINT | 2,028.27 | 2,028.27 | 79.95 | 159.90 | 29.95 | 1,838.42 | 9.4 |
| EQUIPMENT MAINT | 1,200.00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | .0 |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,800.00 | 1,800.00 | 263.02 | 263.02 | 32.36 | 1,504.62 | 16.4 |
| POSTAGE | 175.00 | 175.00 | .00 | .00 | .00 | 175.00 | .0 |
| TELEPHONE | 1,800.00 | 1,800.00 | 89.57 | 158.41 | 91.99 | 1,549.60 | 13.9 |
| TRAVEL | 1,100.00 | 1,100.00 | 20.76 | 20.76 | 48.68 | 1,030.56 | 6.3 |
| UTILITIES | 6,500.00 | 6,500.00 | 539.32 | 1,171.13 | 475.69 | 4,853.18 | 25.3 |
| LIBRARY MATERIAL | 2,000.00 | 2,000.00 | 755.28 | 895.64 | 172.23 | 932.13 | 53.4 |
| TX BOOK FESTIVAL GRANT | 573.73 | 573.73 | 139.44 | 139.44 | .00 | 434.29 | 24.3 |
| GATES GRANT | 816.00 | 816.00 | .00 | .00 | .00 | 816.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | 1,887.34 | 2,808.30 | 850.90 | 14,333.80 | 20.3 |

BALANCE SHEET - LIBRARY CAPITAL
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LIBRARY CAPITAL | | 35,339.02 |
| TOTAL CURRENT ASSETS | | 35,339.02 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,358.64- | |
| TOTAL OTHER ASSETS | | 2,358.64- |
| TOTAL ASSETS | | 32,980.38 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 3,500.00- | |
| TOTAL OTHER LIABILITIES | | 3,500.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 36,480.38 | |
| TOTAL FUND BALANCE | | 36,480.38 |
| TOTAL LIABILITIES & FUND BAL. | | 32,980.38 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



VOL 0034 PAGE 435

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LIBRARY CAPITAL | | | | | | |
| INTEREST | .00 | .00 | 35.99 | 73.64 | 73.64- | .0 |
| PETTY CASH | .00 | .00 | 285.00 | 285.00 | 285.00- | .0 |
| DONATIONS | .00 | .00 | .00 | 2,000.00 | 2,000.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | 320.99 | 2,358.64 | 2,358.64- | .0 |

VOL 0034 PAGE 436

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LIBRARY CAPITAL | | | | | | | |
| CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |

RAINS COUNTY
BALANCE SHEET - HIST. COMMISSION FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HIST. COMMISSION FUND | | 398.57 |
| TOTAL CURRENT ASSETS | | 398.57 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 398.57 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 398.57 | |
| TOTAL FUND BALANCE | | 398.57 |
| TOTAL LIABILITIES & FUND BAL. | | 398.57 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HIST. COMMISSION FUND | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

VOL 0034 PAGE 439

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HIST. COMMISSION FUND | | | | | | | |
| OFFICE SUPPLIES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| EQUIPMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| HISTORICAL MARKERS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - LAW LIBRARY FUND
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW LIBRARY FUND | | 8,364.06 |
| TOTAL CURRENT ASSETS | | 8,364.06 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 314.78- | |
| TOTAL OTHER ASSETS | | 314.78- |
| TOTAL ASSETS | | 8,049.28 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 709.00- | |
| TOTAL OTHER LIABILITIES | | 709.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,758.28 | |
| TOTAL FUND BALANCE | | 8,758.28 |
| TOTAL LIABILITIES & FUND BAL. | | 8,049.28 |

Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001

VOL 0034 PAGE 441

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW LIBRARY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 300.00 | 300.00- | .0 |
| INTEREST | .00 | .00 | 7.13 | 14.78 | 14.78- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 7.13 | 314.78 | 314.78- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

VOL 0034 PAGE 442

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW LIBRARY FUND | | | | | | | |
| LAW LIBRARY | .00 | .00 | 323.00 | 709.00 | .00 | 709.00- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 323.00 | 709.00 | .00 | 709.00- | .0 |

RAINS COUNTY
BALANCE SHEET - TDHCA GRANTS
NOVEMBER 30, 2001

ASSETS

| | |
|---|---|
| CURRENT ASSETS | |
| TOTAL CURRENT ASSETS | .00 |
| OTHER ASSETS | |
| TOTAL OTHER ASSETS | .00 |
| TOTAL ASSETS | .00 |

LIABILITIES AND FUND BALANCE

| | |
|---|---|
| CURRENT LIABILITIES | |
| TOTAL CURRENT LIABILITIES | .00 |
| OTHER LIABILITIES | |
| TOTAL OTHER LIABILITIES | .00 |
| FUND BALANCE | |
| TOTAL FUND BALANCE | .00 |
| TOTAL LIABILITIES & FUND BAL. | .00 |

VOL 0034 PAGE 444

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - TDHCA GRANTS | | | | | | |
| WATER & HOUSING GRANT | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



VOL 0034 PAGE 445

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - TDHCA GRANTS | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| WATER & HOUSING IMPROVEME | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - HOUSING REHAB GRANT
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| TOTAL CURRENT ASSETS | | .00 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 236,000.00- | |
| TOTAL OTHER ASSETS | | 236,000.00- |
| TOTAL ASSETS | | 236,000.00- |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 236,000.00- | |
| TOTAL OTHER LIABILITIES | | 236,000.00- |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 236,000.00- |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOUSING REHAB GRANT | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOUSING REHAB GRANT | | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |

BALANCE SHEET - B & B CONSTRUCTION
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - B & B CONSTRUCTION | | 30,995.09 |
| TOTAL CURRENT ASSETS | | 30,995.09 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 112.51- | |
| TOTAL OTHER ASSETS | | 112.51- |
| TOTAL ASSETS | | 30,882.58 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 9,859.00- | |
| TOTAL OTHER LIABILITIES | | 9,859.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 40,741.58 | |
| TOTAL FUND BALANCE | | 40,741.58 |
| TOTAL LIABILITIES & FUND BAL. | | 30,882.58 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - B & B CONSTRUCTION | | | | | | |
| INTEREST | .00 | .00 | 50.87 | 112.51 | 112.51- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | 50.87 | 112.51 | 112.51- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - B & B CONSTRUCTION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |

RAINS COUNTY
BALANCE SHEET - JAIL EXPANSION
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JAIL EXPANSION | | 450,452.42 |
| TOTAL CURRENT ASSETS | | 450,452.42 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,375.46- | |
| TOTAL OTHER ASSETS | | 2,375.46- |
| TOTAL ASSETS | | 448,076.96 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 448,076.96 | |
| TOTAL FUND BALANCE | | 448,076.96 |
| TOTAL LIABILITIES & FUND BAL. | | 448,076.96 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JAIL EXPANSION | | | | | | |
| INTEREST | .00 | .00 | 1,073.95 | 2,375.46 | 2,375.46- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | 1,073.95 | 2,375.46 | 2,375.46- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: NOVEMBER 30, 2001

VOL 0034 PAGE 451

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JAIL EXPANSION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - CONSOLIDATED FUNDS
NOVEMBER 30, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 1,937,983.04 |
| INVESTED CASH | | 2,500,545.72 |
| TOTAL CURRENT ASSETS | | 4,438,528.76 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 3,736,542.00 | |
| LESS: REVENUES RECEIVED | 1,795,144.07- | |
| TOTAL OTHER ASSETS | | 1,941,397.93 |
| TOTAL ASSETS | | 6,379,926.69 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 75.17- |
| PAYROLL INSURANCE PAYABLE | | 7,932.06- |
| TOTAL CURRENT LIABILITIES | | 8,007.23- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 3,736,542.00 | |
| LESS: EXPENDITURES | 882,649.94- | |
| TOTAL OTHER LIABILITIES | | 2,853,892.06 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 3,534,041.86 | |
| TOTAL FUND BALANCE | | 3,534,041.86 |
| TOTAL LIABILITIES & FUND BAL. | | 6,379,926.69 |

Signed this 12th day of Dec, 2001.

Robert M. Sisk, County Judge

Virgil McEnturff, Commissioner, Pct. 1

Evelyn Malone, Commissioner, Pct. 2

Gary Bishop, Commissioner, Pct. 3

Rayford Briggs, Commissioner, Pct. 4

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# AFFIDAVIT

I, Hazel Panter, hereby make this Affirmation and say:

1. I am an adult citizen of the United States of America and a resident of Wood, county Texas, and am competent to testify to the matters hereinafter stated.

2. I was born in Rains County, Texas on the 29th day of August, 1913, and resided in a home that the property abutted a road, now known as Rains County Road 2425, for the period 10 years, 1923 to 1933.

3. During the time of my residence the road, which is now Rains County Road 2425, was in existence and was used by the residents in the area.

Hazel Panter

Subscribed and sworn to me this 10th day of Dec., 2001, before me the undersigned Notary Public.

Jo Ann Martin
Notary Public

My Commission expires: 4-7-2002

(Seal)

JO ANN MARTIN
MY COMMISSION EXPIRES
April 7, 2002

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# AFFIDAVIT

I, Monteen Lewis, hereby make this Affirmation and say:

1. I am an adult citizen of the United States of America and a resident of Van Zandt, county Texas, and am competent to testify to the matters hereinafter stated.

2. I was born in Rains County, Texas on the 3 day of May, 1928, and resided in a home that abutted a road, now known as Rains County Road 2425, for the period _____, 1935 to 2001

3. During the time of my residence the road, which is now Rains County Road 2425, was in existence and was used by the residents in the area.

Monteen Lewis

Subscribed and sworn to me this 10th day of Dec., 2001, before me the undersigned Notary Public.

Jo Davis
Notary Public

My Commission expires: 10-10-2003

(Seal)

JO DAVIS
Notary Public
STATE OF TEXAS
My Comm. Exp. 10-10-2003

# AFFIDAVIT

I, George L. Whitus, hereby make this Affirmation and say:

1. I am an adult citizen of the United States of America and a resident of Rains, county Texas, and am competent to testify to the matters hereinafter stated.

2. I was born in Rains County, Texas on the 11 day of October, 1914, and resided in a home that abutted a road, now known as Rains County Road 2425, for the period approximately, 1916 to 1940.

3. During the time of my residence the road, which is now Rains County Road 2425, was in existence and was used by the residents in the area.

George R Whitus

Subscribed and sworn to me this 9 day of December, 2001, before me the undersigned Notary Public.

Judy Ransom
Notary Public

My Commission expires: 2-4-2005

JUDY RANSOM
Notary Public, State of Texas
My Commission Exp. 02-04-2005
(Seal)

Witness:

Ray Middleton

**§ 251.051. General Authority of Commissioners Court**

**(a) The commissioners court of a county shall:**

**(1) order that public roads be laid out, opened, discontinued, closed, abandoned, vacated, or altered; and**

**(2) assume control of streets and alleys in a municipality that does not have an active de facto municipal government.**

**(b) A unanimous vote of the commissioners court is required to:**

**(1) close, abandon, or vacate a public road; or**

**(2) alter a public road, except to shorten it from end to end.**

**(c) The commissioners court of a county may not discontinue a public road until a new road designated by the court as a replacement is ready to replace it.**

**(d) The commissioners court may not discontinue, close, or abandon an entire first-class or second-class road unless the road has been vacated or unused for at least three years.**

**Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.**

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Office of the Attorney General
State of Texas

August 31, 1984

Honorable Grant Jones
Chairman
Finance Committee
Texas State Senate
P.O. Box 12068, Capitol Station
Austin, Texas 78711
Opinion No. JM-200

Re: Whether a county may use county equipment and machinery to maintain roads in rural subdivisions

Dear Senator Jones:

You ask whether the Burnet County commissioners court may use county equipment and machinery to maintain roads in rural subdivisions. Particularly, you ask the following questions:

1. What action is necessary to authorize a county to maintain a roadway in a rural subdivision?

2. Is the filing of a subdivision plat which purports to 'hereby dedicate the roads, streets, passageways, and all alleys shown thereon to the use of the public forever' sufficient to authorize county maintenance of those roadways?

You inform us that an injunction was granted in 1971 prohibiting the commissioners court of Burnet County from using county equipment and machinery to maintain private roads. Based on this injunction, Burnet County has refused to maintain roads in rural subdivisions.

On April 22, 1972, a subdivision plat was filed purporting to "hereby dedicate the roads, streets, passageways, and all alleys shown thereon to the use of the public forever."

The Texas Constitution authorizes the legislature to provide for the construction and maintenance of public roads. See Tex.Const. art. VIII, s 9; art. XI, s 2; art. XVI, s 24. Under this grant of authority, the legislature has delegated to commissioners courts the general power to "[l]ay out and establish, change and discontinue public roads and highways," and to "[e]xercise general control over all roads, highways, ferries and bridges in their counties." V.T.C.S. art. 2351(3) and (6). In addition to these general powers, commissioners courts are given further and more detailed powers over the construction and maintenance of public roads by the enactment of the County Road and Bridge Act. V.T.C.S. art. 6702-1. The act gives commissioners courts authority to

(1) make and enforce all reasonable and necessary rules and orders for the construction and maintenance of public roads except as prohibited by law;

(2) hire the labor and purchase the machinery and equipment needed to construct and maintain public roads. ...

V.T.C.S. art. 6702-1, s 2.002(b).

In the exercise of this authority, commissioners courts cannot go beyond the powers either expressly granted or necessarily implied from the language of the grant. Canales v. Laughlin, 214 S.W.2d 451 (Tex.1948). While commissioners courts have broad discretion in exercising powers expressly conferred on them, nevertheless the basis for any action must be ultimately found in the constitution or statutes. Id. at 453.

Except in circumstances not pertinent here, commissioners courts are not constitutionally or statutorily authorized to construct or maintain private roads. Furthermore, case law expressly prohibits the use of "county labor, materials or equipment for other than public use." Godley v. Duval County, 361 S.W.2d 629, 630 (Tex.Civ.App.--San Antonio 1962, no writ). Since no basis for the construction or maintenance of private roads is found in the constitution or statutes, the commissioners court may not exercise such power.

However, commissioners courts are expressly authorized by the County Road and Bridge Act to construct and maintain public roads in their counties. The Texas Supreme Court set out the basic principles for determining when a road becomes a public road, stating:

All roads which have been laid out and established by authority of the commissioners' courts are public roads .... A road not originally established under the statute may become public by long-continued use and adoption as such by the county commissioners with the assent of the owner or by prescription. A road may also become public, in the sense that the public have the right to use it, by dedication.

Worthington v. Wade, 17 S.W. 520, 521 (Tex.1891). These principles have been carried forward into modern case law, and somewhat elaborated.

Basically, there are three ways a road may become public such that a county will have authority to maintain it. First, a road can be established ab initio as a public road upon a commissioners court's own motion, Doughty v. DeFee, 152 S.W.2d 404, 409 (Tex.Civ.App.–Amarillo 1941, writ ref'd w.o.m.), or in response to an application therefor by the requisite number of freeholders under the provisions of article 6702-1--a procedure which requires condemnation and awarding of damages. V.T.C.S. art. 6702-1, ss 2.003 and 2.004. Second, a public road may be established by prescription. In this situation, it is necessary to show that an "uninterrupted user of the way has been made by the public, under an adverse claim of right, for the statutory period of limitation." Ladies' Benevolent Society of Beaumont v. Magnolia Cemetery Co., 288 S.W. 812, 815 (Tex.Comm'n App.1926, judgmt adopted). Finally, a road may become a public road by dedication, a setting apart by the fee owner for

public use, and acceptance. See Heilbron v. St. Louis Southwestern Railway Co. of Texas, 113 S.W. 610, 612 (Tex.Civ.App.1908).

Thus, in answer to your first question, we conclude that a county is authorized to maintain roadways in rural subdivisions if the roads were established ab initio as public roads by the commissioners court, by prescription, or by dedication and acceptance by the county.

You also ask whether the filing of a subdivision plat which purports to "dedicate the roads, streets, passageways and all alleys ... to the use of the public forever" is sufficient to authorize county maintenance of those roadways. To effect a proper dedication of land to public use, the owner must make an offer of dedication, which must be accepted. There are two kinds of dedication--statutory and common-law.

A statutory dedication is one made in conformity with the provisions of the statutes comprising Texas subdivision control. The regulatory scheme depends upon the recordation of a developer's map or plat. Article 6626a, V.T.C.S., provides that no plat of any subdivision shall be filed unless it is authorized by the commissioners court. After approval, the plat is filed in the office of the county clerk of the county in which the land lies. Art. 6626a, s 2. The commissioners court is authorized to withhold plat approval if a submitted plat does not meet the requirements of the act. Art. 6626a, s 4. But, if the commissioners court does not disapprove the plat or does not refuse to authorize the filing of such a plat in the county clerk's office when deciding whether a plat "meets the requirements as set forth in this Act," the commissioners court in effect approves the plat and authorizes its filing whether it stamps "approved and authorized" on the plat or whether it stamps "not disapproved and not unauthorized" thereon. Attorney General Opinion WW- 1438 (1962).

If the subdivider complies with the provisions of article 6626a, an authorized filing by the commissioners court becomes a "mere ministerial duty, the performance of which may be compelled by mandamus." Commissioners' Court v. Frank Jester Development Co., 199 S.W.2d 1004, 1007 (Tex.Civ.App.--Dallas 1947, writ ref'd n.r.e.).

Common-law dedications are of two classes--express and implied. Ladies' Benevolent Society of Beaumont v. Magnolia Cemetery Co., supra, at 814. In both, it is necessary that there be an appropriation of the land by the owner to public use, in the one case, by some express manifestation of his purpose to devote the land to public use; in the other, by some act or course of conduct from which the law would imply such an intent. Id. Long-continued use by the public is sufficient to imply a dedication by the owner. City of Waco v. Fenter, 132 S.W.2d 636, 637 (Tex.Civ.App.--Waco 1939, writ ref'd).

However, to render a dedication complete, there must be an acceptance of the dedication. Commissioners' Court v. Frank Jester Development Co., supra, at 1006. An acceptance, too, may be express or implied. A commissioners court expressly accepts a dedication when it votes on and notes the acceptance in the minutes. However, the mere filing and approval of a subdivision plat showing streets to be dedicated does not constitute an acceptance. Id. at 1007. An acceptance may be implied, for instance, from the county's failure to assess for taxes in connection with

"laying gas and water mains, building sidewalks, or grading for streets," City of Waco v. Fenter, supra, at 638, or where a county makes repairs upon the street, or plats it on official maps. Gilder v. City of Brenham, 3 S.W. 309, 311 (Tex.1887). An acceptance may also be implied from long-continued public use of the property. Albert v. Gulf, C. & S.F. Railway Co., 21 S.W. 779, 780 (Tex.Civ.App.—1893, no writ).

Hence, in answer to your second question, the filing of a subdivision plat alone is insufficient to authorize a county to maintain roads in rural subdivisions, since the dedication is a mere offer. Commissioners' Court v. Frank Jester Development Co., supra, at 1007.

We note that the injunction in Burnet County, which prohibits the use of county equipment for maintenance of private roads, does not alter the county's authority to maintain public roads.

SUMMARY
A commissioners court may use county equipment and machinery to maintain roads in rural subdivisions if the roads were established ab initio as public roads by the commissioners court, by prescription, or by dedication and acceptance.

Very truly yours,

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# * Prescription *

PRESCRIPTION - The manner of acquiring property by a long, honest, and uninterrupted possession or use during the time required by law. The possession must have been possessio longa, continua, et pacifica, nec sit ligitima interruptio - long, continued, peaceable, and without lawful interruption.

The law presumes a grant before the time of legal memory when the party claiming by prescription, or those from whom he holds, have had adverse or uninterrupted possession of the property or rights claimed by prescription. This presumption may be a mere fiction, the commencement of the user being tor-tious; no prescription can, however, be sustained, which is not consistent with such a presumption.

Twenty years uninterrupted user of a way is prima facie evidence of a prescriptive right.

The Civil Code Louisiana defines a prescription to be a manner of acquiring property, or of discharging debts, by the effect of time, and under the conditions regulated by law.

The prescription which has the effect to liberate a creditor, is a mere bar which the debtor may oppose to the creditor, who has neglected to exercise his rights, or procured them to be acknowledged during the time prescribed by law. The debtor acquires this right without any act on his part, it resalts entirely from the negligence of the creditor. The prescription does not extinguish the debt, it merely places a bar in the hands of the debtor, which he may use or not at his choice against the creditor. The debtor may therefore abandon this defence, which has been acquired by mere lapse of time, either by paying the debt, or acknowledging it. If he pay it, he cannot recover back the money so paid, and if he acknowledge it, he may be constrained to pay it.

As long as the road meets the legal requirements of a ~~road~~ Class C road, there can be no violation of Penal Code Section 42.03.

There is not a legal description specifying the location of the road. If any party wants to get a legal description of the road's location (including a prescriptive easement), that party needs to file a suit in District Court to establish the same.

correcting reference to section intended, the sections intended were incorporated into highway act by adoption. Cernoch v. Colorado County (Civ.App. 1932) 48 S.W.2d 470.

Commissioners' court having authority to procure source material for construction of highway shoulders had power to procure material by condemnation proceeding or by private contract, and necessarily exercised its discretion in determining which course to pursue. Osborne v. Keith (Sup. 1944) 142 Tex. 262, 177 S.W.2d 198.

**3. Wrongful removal**

The commissioners' court was charged with knowledge that gravel was being wrongfully appropriated from private property and used on county roads where one commissioner had actual knowledge of appropriation and daily work-reports showing source of the gravel used on roads were filed with county. Harris County v. Texas & N. O. R. Co. (Civ.App. 1939) 131 S.W.2d 109, error dismissed.

Where employees of county, with knowledge and consent of a county commissioner, wrongfully removed gravel from railroad property and used it in construction of county road, county could not avoid liability for reasonable value of gravel appropriated on ground that by Sp.Acts 1931, 42nd Leg., ch. 15, all road materials had to have been purchased by commissioners' court and that the commissioners' court did not sanction appropriation and all commissioners did not have knowledge of it. Harris County v. Texas & N. O. R. Co. (Civ.App. 1939) 131 S.W.2d 109, error dismissed.

Where gravel was wrongfully removed from private property with knowledge of a county commissioner and used on a public road, county could not avoid payment for reasonable value of gravel on ground that county commissioners did not know of wrongful appropriation of gravel until it had been incorporated into roadbed when it could be removed only with injury to road and at a high cost, where commissioners had implied knowledge of appropriation while it was being made and could return an equivalent amount of gravel similar to that appropriated. Harris County v. Texas & N. O. R. Co. (Civ.App. 1939) 131 S.W.2d 109, error dismissed.

Where county employees with knowledge and consent of county commissioner and engineer and road superintendent of county precinct wrongfully removed gravel from property of railroad company and used it on county roads, the county was liable to railroad company on quantum meruit for the reasonable value of gravel. Harris County v. Texas & N. O. R. Co. (Civ.App. 1939) 131 S.W.2d 109, error dismissed.

**4. Ownership of land**

That land from which county desired to procure source material for construction of highway shoulders belonged to county's agent did not confer upon county right to take such material without compensating agent. Osborne v. Keith (Sup. 1944) 142 Tex. 262, 177 S.W.2d 198.

## § 251.007. Classification of County Roads

(a) The commissioners court of each county shall classify each public road in the county as a first-class, second-class, or third-class road.

(b) A county may not reduce a first-class or second-class road to a lower class.

(c) A first-class road must be not less than 40 feet wide or more than 100 feet wide. The causeway on a first-class road must be at least 16 feet wide.

(d) A second-class road and a causeway on a second-class road must meet the requirements applicable to a first-class road.

(e) A third-class road must meet the requirements applicable to a first-class road except that:

(1) a third-class road may be less than 40 but not less than 20 feet wide; and

(2) the causeway on a third-class road may be less than 16 but not less than 12 feet wide.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

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## Historical and Statutory Notes

**Prior Laws:**

Acts 1876, 15th Leg., p. 69.
Rev.P.C.1879, art. 413.
Acts 1884, 18th Leg., 1st C.S., pp. 20, 22, 23.
G.L. vol. 9, pp. 553, 555.
Rev.P.C.1895, art. 494.
Rev.Civ.St.1895, art. 4710.
Rev.P.C.1911, art. 834.
Rev.Civ.St.1911, arts. 6871 to 6874, 6889.
Acts 1927, 40th Leg., p. 256, ch. 178, § 1.
Acts 1929, 41st Leg., p. 429, ch. 197, § 1.
Acts 1939, 46th Leg., Spec.L., p. 940, § 1.
Acts 1953, 53rd Leg., p. 675, ch. 256, § 1.
Acts 1965, 59th Leg., p. 1499, ch. 650, § 1.
Acts 1971, 62nd Leg., p. 1830, ch. 542, § 58.
Vernon's Ann.P.C. (1925) art. 837.
Acts 1973, 63rd Leg., p. 995, ch. 399, § 5.
Acts 1981, 67th Leg., p. 2396, ch. 603, § 1.
Vernon's Ann.Civ.St. arts. 6704, 6712, 6712a.
Acts 1983, 68th Leg., p. 1431, ch. 288, § 1.
Acts 1984, 68th Leg., 2nd C.S., ch. 8, § 1.
Vernon's Ann.Civ.St. art. 6702–1, § 2.007(a), (c).

## Notes of Decisions

**In general 1**
**Change of classification 6**
**Evidence 7**
**First class roads 2**
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**Review 9**
**Second class roads 3**
**Third class roads 4**
**Width of road 5**

### 1. In general

Commissioners' court could not establish first-class road 80 feet wide. Bryan v. McKinney (Civ.App. 1925) 279 S.W. 475, error refused.

Road classification must be done by commissioners court which can act only as a body and speak only through its minutes. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

In assigning county road to the first class, commissioners court binds the county to keep the road free of obstructions, to supply the requisite causeway, to keep tree stumps below the stated height, and so forth. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

### 2. First class roads

An order for a first-class road may be made on a petition for a second-class road. Hamilton County v. Garrett (1884) 62 Tex. 602.

A "first-class road" is not less than 40 nor more than 60 feet wide. Craighead v. State (Cr.App. 1909) 55 Tex.Crim. 386, 117 S.W. 128.

Under statute, the court was authorized to direct the opening of a road of the first class to the width of 40 feet. Ballard v. Bowie County (Civ.App. 1910) 59 Tex.Civ.App. 438, 126 S.W. 56.

### 3. Second class roads

Under Acts 1901, 27th Leg., ch. 49, road law of Fayette, Frio, and Uvalde counties, where commissioners' court of Frio county never ordered road commissioner of precinct to open road of second class, such commissioner had no power to do so. Rankin v. Noel (Civ.App. 1916) 185 S.W. 883.

In proceeding to open a second-class road on application of freeholders, the 20 days' notice required by art. 6705, and petition signed by at least eight freeholders, are jurisdictional, notwithstanding this article and art. 6703 empowering commissioners' court to open roads on its own motion. Haverbekken v. Hale (Sup. 1918) 109 Tex. 106, 204 S.W. 1162.

### 4. Third class roads

Since only a third class road can have gates erected across it, an order making it optional with landowners to gate a road shows creation of a third class road. Rankin v. Noel (Civ.App. 1916) 185 S.W. 883.

That road had been used as neighborhood road for convenience of citizens for over 40 years did not establish its status as statutory road of third class to be supervised by county commissioners. Jameson v. Erwin (Civ.App. 1936) 91 S.W.2d 1129.

Where county district court had in 1931 entered judgment declaring road located within boundaries of ranch to be public road, road was declared by order of commissioners' court in 1948 to be "third class road," and commissioners' court entered order in 1973 in which road was found to be third class road, 30 feet wide, county had right to construct cattle guards on road under art. 6704 (repealed; see, now, this article). Tobin v. Commissioners' Court of Bandera County (Civ.App. 1977) 558 S.W.2d 85.

### 5. Width of road

A "first-class road" is not less than 40 nor more than 60 feet wide. Craighead v. State (Cr.App. 1909) 55 Tex.Crim. 386, 117 S.W. 128.

In view of this article, when the width of a road is not stated in the order therefor, the proper construction of the order is that the road extends 20 feet on each side of the line given.

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Scaling v. Denny (Civ.App. 1909) 58 Tex.Civ. App. 279, 125 S.W. 351.

In view of Rev.Civ.St.1895, art. 4688 (see, now, this article) when the width of a road was not stated in the order therefor, the proper construction of the order was that the road extended 20 feet on each side of the line given. Scaling v. Denny (Civ.App. 1909) 58 Tex.Civ. App. 279, 125 S.W. 351.

Under this article, the court was authorized to direct the opening of a road of the first class to the width of 40 feet. Ballard v. Bowie County (Civ.App. 1910) 59 Tex.Civ.App. 438, 126 S.W. 56.

Commissioners' court could not establish first-class road 80 feet wide. Bryan v. McKinney (Civ.App. 1925) 279 S.W. 475, error refused.

Where commissioners' court laid out second-grade road as running along boundary line, line was deemed center and with equal width of land on each side thereof. Harrell v. Hill County (Civ.App. 1930) 31 S.W.2d 686, dismissed w.o.j..

That land condemned by commissioners' court for state highway exceeded 100 feet in width did not invalidate condemnation proceedings, since court acted as state agency. Angier v. Balser (Civ.App. 1932) 48 S.W.2d 668, error refused.

That highway was more than 100 feet wide in certain places after being enlarged did not affect validity of judgment condemning strip of land which made addition. Roberts v. Robertson County (Civ.App. 1932) 48 S.W.2d 737, error refused.

**6. Change of classification**

A change of a road from a second-class to a first-class road entitles the owner to compensation for the additional land taken. Llano County v. Scott (1893) 2 Civ.App. 408, 21 S.W. 177; Parker County v. Jackson (1893) 5 Civ.App. 36, 23 S.W. 924.

The change of a third-class road to a second-class imposes greater burdens upon the land, for which compensation must be made. Bounds v. Kirven (1885) 63 Tex. 159.

Where the original order established a third-class road, the commissioners' court cannot change its classification arbitrarily, without notice or further proceedings to a second-class road, and require the removal of gates, thereby imposing an additional burden without compensation; such action would be violative of the seventeenth section of the bill of rights. Wooldridge v. Eastland County (Sup. 1888) 70 Tex. 680, 8 S.W. 503.

An application to change a third-class road need only be signed by one freeholder in the precinct. Smith v. Ernest (Civ.App. 1907) 46 Tex.Civ.App. 247, 102 S.W. 129.

Public road between county seats was a first-class road, and the commissioners' court could not designate it a second-class road. Middleton v. Presidio County (Civ.App. 1911) 138 S.W. 812, error refused.

Once road of third class had been laid out by a jury of view, and finally approved by a commissioners court, power of commissioners court to change classification of road ended with the adjournment of its term, and classification could have been changed thereafter only by new proceedings and for purposes specified in art. 6703 (repealed; see, now, this article). Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

While a failure to maintain road to requisite standards may have political, or even legal, consequences, road does not thereby cease to be of class to which it had been assigned by the commissioners court, even if the road was never put in the physical condition mandated for its class. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

County road's classification does not change with growth of trees in right-of-way or the finding of an obstruction therein. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

While 1908 order established road as a public road, and defeated, as a matter of law, any claim in present case that it was a private road, the subsequent purchasers took their land subject only to establishment of a road of that class and the public could not by prescription elevate the road to a higher class. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

Commissioners court is without authority to reclassify a second-class road as a neighborhood road. Op.Atty.Gen.1989, No. JM-1105.

**7. Evidence**

There was no evidence that commissioners court had not classified road or would have classified it as third-class road across which gates might be erected, in county's action to compel removal of gate. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

**8. Notice of class**

Where the court's order states that the jury of view is to lay out third-class road described in application and later refers to it as second-class road, the order was for a second-class road, and where jury's notice referred to the order, the owner had notice of class of road burdening his land. Live Oak County v. West (Civ.App. 1918) 206 S.W. 965.

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**9. Review**

When commissioners court finally assigned a new road or an existing road a certain classification, it was simply exercising its prerogative and discretion under art. 6703 (repealed; see, now, this article) to decree what character of road was expedient and in public interest, subject to review by the district court for abuse of that discretion, or for fraud or collusion. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

While resolution of the Commissioners court in 1980, whereby they declared road to be a first-class road, could not deprive the district court of its appellate jurisdiction which had attached on filing of suit by subsequent purchasers in 1979, appellate jurisdiction was limited to declaring and enforcing rights of parties under original 1908 classification and trial court had no jurisdiction to declare that 1980 action of the commissioners court changing classification of road to the first class was vacated and set aside. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

Proper classification of a county road is not an issue of fact determinable by district court with the assistance of a jury based upon the physical condition of the right-of-way, even on review of the pertinent order of a commissioners court. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

## § 251.008. General Requirements for County Roads

A public road of any class must:

(1) be clear of all obstructions;

(2) have all stumps over six inches in diameter cut down to not more than six inches of the surface and rounded off; and

(3) have all stumps of six inches or less in diameter cut smooth with the ground.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### Historical and Statutory Notes

**Prior Laws:**

Acts 1876, 15th Leg., p. 69.
Rev.P.C.1879, art. 413.
Acts 1884, 18th Leg., 1st C.S., pp. 20, 22, 23.
G.L. vol. 9, pp. 553, 555.
Rev.P.C.1895, art. 494.
Rev.Civ.St.1895, art. 4710.
Rev.P.C.1911, art. 834.
Rev.Civ.St.1911, arts. 6871 to 6874, 6889.
Acts 1927, 40th Leg., p. 256, ch. 178, § 1.
Acts 1929, 41st Leg., p. 429, ch. 197, § 1.
Acts 1939, 46th Leg., Spec.L., p. 940, § 1.
Acts 1953, 53rd Leg., p. 675, ch. 256, § 1.
Acts 1965, 59th Leg., p. 1499, ch. 650, § 1.
Acts 1971, 62nd Leg., p. 1830, ch. 542, § 58.
Vernon's Ann.P.C. (1925) art. 837.
Acts 1973, 63rd Leg., p. 995, ch. 399, § 5.
Acts 1981, 67th Leg., p. 2396, ch. 603, § 1.
Vernon's Ann.Civ.St. arts. 6704, 6712, 6712a.
Acts 1983, 68th Leg., p. 1431, ch. 288, § 1.
Acts 1984, 68th Leg., 2nd C.S., ch. 8, § 1.
Vernon's Ann.Civ.St. art. 6702–1, § 2.007(a).

### Notes of Decisions

**Classification of roads 2**
**Liability for injury 1**

**1. Liability for injury**

A railroad which opened up a road to take the place of a part of a public road taken for its right of way was liable for injuries resulting from its failure to cut down the stumps in the new road as required by statute, though the county accepted it. Hall v. Houston & T.C.R. Co. (Civ.App. 1908) 52 Tex.Civ.App. 90, 114 S.W. 891.

Contractor constructing highway is liable for negligence as to condition causing injury to traveler. Overstreet v. McClelland (Civ.App. 1928) 13 S.W.2d 990, dismissed w.o.j..

**2. Classification of roads**

While a failure to maintain road to requisite standards may have political, or even legal, consequences, road does not thereby cease to be of class to which it had been assigned by the commissioners court, even if the road was never put in the physical condition mandated for its class. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

County road's classification does not change with growth of trees in right-of-way or the finding of an obstruction therein. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

Proper classification of a county road is not an issue of fact determinable by district court with the assistance of a jury based upon the physical condition of the right-of-way, even on review of the pertinent order of a commissioners court. Hays County v. Alexander (App. 3 Dist. 1982) 640 S.W.2d 73.

## § 251.009. Cattle Guards on County Roads in Certain Counties; Offense

(a) The commissioners court of a county with a population of less than 60,000 may authorize the construction of cattle guards on a county road of any class. A cattle guard authorized under this section is not an obstruction of the road.

(b) The commissioners court shall establish plans and specifications for a standard cattle guard to be used on the county roads. The plans and specifications must be plainly written and supplemented by drawings as necessary and must be available for inspection by the residents of the county.

(c) A person who constructs a cattle guard on a county road that does not conform to the plans and specifications established under Subsection (b) commits an offense. An offense under this subsection is a misdemeanor punishable by a fine of not less than $5 or more than $100.

(d) The commissioners court may construct a cattle guard on a county road of any class and may pay for its construction from the county road and bridge fund if the court finds that the construction of the cattle guard is in the best interest of the residents of the county.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### Revisor's Note

(1) Section 2.007(b), V.A.C.S. Article 6702–1, describes a population number that is to be determined according to the most recent federal census. The revised law omits the reference to the federal census because the reference is unnecessary. Section 311.005(3), Government Code (Code Construction Act), and Section 312.011(20), Government Code, define "population" as population according to the most recent federal decennial census. That definition applies to the revised law.

(2) Section 2.007(b), V.A.C.S. Article 6702–1, states that a commissioners court may "by a majority vote" take a certain action. The revised law omits the quoted phrase as unnecessary because, unless a law provides otherwise, every action or decision of a public body is made by majority vote.

(3) Sections 2.007(d) and (e), V.A.C.S. Article 6702–1, refer to the "citizens" of a county. The revised law substitutes "residents" for "citizens" because, in the context of this section, "citizen" and "resident" are synonymous and "resident" is more commonly used.

### Historical and Statutory Notes

**Prior Laws:**

Acts 1876, 15th Leg., p. 69.
Rev.P.C.1879, art. 413.
Acts 1884, 18th Leg., 1st C.S., pp. 20, 22, 23.
G.L. vol. 9, pp. 553, 555.
Rev.P.C.1895, art. 494.

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Rev.Civ.St.1895, art. 4710.
Rev.P.C.1911, art. 834.
Rev.Civ.St.1911, arts. 6871 to 6874, 6889.
Acts 1927, 40th Leg., p. 256, ch. 178, § 1.
Acts 1929, 41st Leg., p. 429, ch. 197, § 1.
Acts 1939, 46th Leg., Spec.L., p. 940, § 1.
Acts 1953, 53rd Leg., p. 675, ch. 256, § 1.
Acts 1965, 59th Leg., p. 1499, ch. 650, § 1.
Acts 1971, 62nd Leg., p. 1830, ch. 542, § 58.
Vernon's Ann.P.C. (1925) art. 837.
Acts 1973, 63rd Leg., p. 995, ch. 399, § 5.
Acts 1981, 67th Leg., p. 2396, ch. 603, § 1.
Vernon's Ann.Civ.St. arts. 6704, 6712, 6712a.
Acts 1983, 68th Leg., p. 1431, ch. 288, § 1.
Acts 1984, 68th Leg., 2nd C.S., ch. 8, § 1.
Vernon's Ann.Civ.St. art. 6702-1, § 2.007(b), (d), (e).

**Notes of Decisions**

In general 1

1. In general

On appeal from judgment requiring parties suing for injunction against opening of road, claimed by them to have been abandoned, to remove their gates from across road, as prayed by defendants and intervenors, point, not raised in plaintiffs' amended motion for new trial, that they had right to maintain unlocked gates across road because it was at most a third class or neighborhood road, cannot be considered by Court of Civil Appeals. Maples v. Henderson County (Civ.App. 1953) 259 S.W.2d 264, ref. n.r.e..

An indictment charging the accused with taking one cattle guard was sufficiently definite to apprise accused of the nature of the charge against him. Johnson v. State (Cr.App. 1959) 168 Tex.Crim. 177, 324 S.W.2d 221.

The Commissioners' Court of Travis County does not have authority to erect cattleguards on any of the public roads of the county, regardless of how such roads are classified, since cattleguards are "obstructions" to all public roads of the county. Op.Atty.Gen.1942, No. O-4695.

The commissioners' court of Travis County does not have authority to erect cattleguards on any of the public roads of the county, regardless of how such roads are classified, since cattleguards are "obstructions" to all public roads of the county. Op.Atty.Gen.1942, No. 0-4695.

## § 251.010. Gates on Third-Class and Neighborhood Roads; Offenses

(a) A person who owns real property on which a third-class road or a neighborhood road established under Section 251.053 is located for which the right-of-way was obtained without cost to the county may erect a gate across the road when necessary. The person shall place a permanent hitching post and stile block on each side of the gate within 60 feet of the gate. The gate must be:

(1) at least 10 feet wide;

(2) free of obstructions above the gate;

(3) constructed so that opening and shutting the gate will not cause unnecessary delay to a person using the road; and

(4) constructed with a fastening to hold the gate open until a person using the gate passes through it.

(b) The property owner shall keep the gate and the approaches to the gate in good order.

(c) A person who erects a gate across a road specified by Subsection (a) and who wilfully or negligently fails to comply with a requirement of this section commits an offense. An offense under this subsection is a misdemeanor punishable by a fine of not less than $5 or more than $20. Each week that the person fails to comply with this section constitutes a separate offense.

(d) A person who wilfully or negligently leaves open a gate on a road specified by Subsection (a) commits an offense. An offense under this subsec-

tion is a misdemeanor punishable by a fine of not less than $5 or more than $20.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### Revisor's Note

Section 2.007(g), V.A.C.S. Article 6702–1, refers to a road designated under Section 2.006 of that article. Section 2.006 is codified in this chapter as Section 251.053, and the revised law is drafted accordingly.

### Historical and Statutory Notes

**Prior Laws:**

Acts 1876, 15th Leg., p. 69.
Rev.P.C.1879, art. 413.
Acts 1884, 18th Leg., 1st C.S., pp. 20, 22, 23.
G.L. vol. 9, pp. 553, 555.
Rev.P.C.1895, art. 494.
Rev.Civ.St.1895, art. 4710.
Rev.P.C.1911, art. 834.
Rev.Civ.St.1911, arts. 6871 to 6874, 6889.
Acts 1927, 40th Leg., p. 256, ch. 178, § 1.
Acts 1929, 41st Leg., p. 429, ch. 197, § 1.
Acts 1939, 46th Leg., Spec.L., p. 940, § 1.
Acts 1953, 53rd Leg., p. 675, ch. 256, § 1.
Acts 1965, 59th Leg., p. 1499, ch. 650, § 1.
Acts 1971, 62nd Leg., p. 1830, ch. 542, § 58.
Vernon's Ann.P.C. (1925) art. 837.
Acts 1973, 63rd Leg., p. 995, ch. 399, § 5.
Acts 1981, 67th Leg., p. 2396, ch. 603, § 1.
Vernon's Ann.Civ.St. arts. 6704, 6712, 6712a.
Acts 1983, 68th Leg., p. 1431, ch. 288, § 1.
Acts 1984, 68th Leg., 2nd C.S., ch. 8, § 1.
Vernon's Ann.Civ.St. art. 6702–1, § 2.007(f), (g).

### Notes of Decisions

**In general 1**
**Criminal responsibility for obstructing road 3**
**Evidence 5**
**Nature of road 2**
**Parties 4**
**Review 6**

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#### 1. In general

On appeal from judgment requiring parties suing for injunction against opening of road, claimed by them to have been abandoned, to remove their gates from across road, as prayed by defendants and intervenors, point, not raised in plaintiffs' amended motion for new trial, that they had right to maintain unlocked gates across road because it was at most a third class or neighborhood road, cannot be considered by Court of Civil Appeals. Maples v. Henderson County (Civ.App. 1953) 259 S.W.2d 264, ref. n.r.e..

Where county district court had in 1931 entered judgment declaring road located within boundaries of ranch to be public road, road was declared by order of commissioners' court in 1948 to be "third class road," and commissioners' court entered order in 1973 in which road was found to be third class road, 30 feet wide, county had right to construct cattle guards on road under art. 6704 (repealed; see, now, this article). Tobin v. Commissioners' Court of Bandera County (Civ.App. 1977) 558 S.W.2d 85.

The Commissioners' Court of Travis County does not have authority to erect cattleguards on any of the public roads of the county, regardless of how such roads are classified, since cattleguards are "obstructions" to all public roads of the county. Op.Atty.Gen.1942, No. O–4695.

The provisions of art. 6704 (repealed; see, now this article) controlled over art. 6712 (repealed; see, now this article) to the extent of any conflict between the power of the commissioners court to erect cattle guards and the power of a landowner to erect gates. Op.Atty. Gen.1968, No. M–189.

#### 2. Nature of road

Under Rev.St.1879, art. 4389, and in view of Rev.St.1879, art. 4245, a railroad which runs through an inclosure and is crossed by a third-class road, is not required to place gates at the crossing. Galveston, H. & S.A. Ry. Co. v. O'Neal, 1890, 4 Willson 128, 16 S.W. 537.

Since only a third class road can have gates erected across it, an order making it optional with landowners to gate a road shows creation of a third class road. Rankin v. Noel (Civ.App. 1916) 185 S.W. 883.

That road had been used as neighborhood road for convenience of citizens for over 40 years did not establish its status as statutory road of third class to be supervised by county commissioners. Jameson v. Erwin (Civ.App. 1936) 91 S.W.2d 1129.

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**3. Criminal responsibility for obstructing road**

An indictment for obstructing a public road need not allege that the road was a first or second-class road, since, if it were a third-class road, that fact would be a matter of defense. Where the statement of facts fails to show that defendant refused to obey the commissioners' order to remove the gate, and the bill of exceptions, signed by the trial judge, states that defendant obeyed the order, a conviction will be set aside, though the judge states in his finding that proof was made that defendant disobeyed the order. Conner v. State (App. 1886) 17 S.W. 157.

Defendants, who failed to obtain a finding that road was a third-class road, could not rely on former art. 6712 [see, now, § 2.007(f) of this article] authorizing an owner to erect a gate across a third-class or a neighborhood road to legalize their actions in obstructing the road with a gate. Breithaupt v. Navarro County (App. 10 Dist. 1984) 675 S.W.2d 335, ref. n.r.e..

**4. Parties**

Litigants who had erected gate across road were properly made parties to action to have the gate removed although they claimed they had sold the land transacted by the road and no longer occupied it or attempted to control it. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

Holders of vendor's lien had such interest in land transacted by road as made it proper to require them to remove gate they had erected across the road. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

**5. Evidence**

Former landowner sued to compel removal of gate he and others had erected across road was bound by his own testimony that road was from 40 to 60 feet wide and that "some," might run 70 feet, for purpose of determining whether road was of class across which owners of land were authorized to erect gates. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

**6. Review**

On appeal from judgment requiring parties suing for injunction against opening of road, claimed by them to have been abandoned, to remove their gates from across road, as prayed by defendants and intervenors, point, not raised in plaintiffs' amended motion for new trial, that they had right to maintain unlocked gates across road because it was at most a third class or neighborhood road, cannot be considered by Court of Civil Appeals. Maples v. Henderson County (Civ.App. 1953) 259 S.W.2d 264, ref. n.r.e..

In absence of findings and request for findings, reviewing court would presume that District Court found in support of judgment requiring removal of gate that road was not of third class across which construction of gates is authorized. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

Defendants who had pleaded that road from which county sought removal of gate was public could not successfully urge on appeal that road had lost quality of being public. Parks v. Hill County (Civ.App. 1965) 387 S.W.2d 956.

## § 251.011. Detour Roads

(a) The commissioners court of a county shall establish detour roads for the convenience of the public when a county road that is not part of the state highway system must be closed to traffic for road construction. When a county detour road is in use, the county has the same authority over the road as over an established public road.

(b) The commissioners court shall:

(1) post all signs necessary for the convenience and guidance of the public at each end of a county detour road; and

(2) maintain a county detour road so that it is reasonably adequate for normal traffic requirements.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

### Historical and Statutory Notes

**Prior Laws:**

Acts 1929, 41st Leg., p. 59, ch. 25.
Acts 1983, 68th Leg., p. 1431, ch. 288, § 1.
Acts 1984, 68th Leg., 2nd C.S., ch. 8, § 1.
Vernon's Ann.Civ.St. arts. 6702-1, § 2.302; 6674o, §§ 2, 3.

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## § 251.012. County Authority in Municipality

(a) With the approval of the governing body of a municipality, the commissioners court of a county may spend county money to finance the construction, improvement, maintenance, or repair of a street or alley in the county that is located in the municipality, including the provision of:

(1) necessary roadbed preparation or material;

(2) paving or other hard covering of the street or alley; or

(3) curbs, gutters, bridges, or drainage facilities.

(b) County work authorized by this section may be done or financed:

(1) by the county through the use of county equipment;

(2) by an independent contractor with whom the county has contracted;

(3) by the county as an independent contractor with the municipality; or

(4) by the municipality, with the municipality to be reimbursed by the county.

(c) A county acting under this section has, to the extent practicable, the same powers and duties relating to imposing assessments for the construction, improvement, maintenance, or repair as the municipality would have if the municipality were to finance and undertake that activity.

(d) A county acting under Subsection (b) may not spend bond proceeds for the construction of a new road in a municipality unless the construction is specifically authorized in the election approving the issuance of the bonds, regardless of the source of the money used to acquire the equipment used to construct the road.

(e) The authority granted by this section is in addition to the authority of a county provided by a local road law.

Acts 1995, 74th Leg., ch. 165, § 1, eff. Sept. 1, 1995.

**Revisor's Note**

(1) Section 2.010, V.A.C.S. Article 6702-1, refers to an "incorporated city or town." The revised law substitutes the term "municipality" for references to a city or town because that is the term used in the Local Government Code.

(2) Section 2.010(e), V.A.C.S. Article 6702-1, provides that the authority granted under that section is in addition to and does not limit authority granted under state law, including a local road law. The revised law omits the general reference to state law as unnecessary. An accepted general principle of statutory construction requires a statute to be given cumulative effect with other statutes unless it provides otherwise or unless the statutes are in conflict. The general principle applies to this revision. The reference to a local road law is retained to clarify that the local law does not supersede this section in a county covered by the local law.





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(3) by force, threat of force, or physical action deprives any person of a legal right or disturbs any person in the enjoyment of a legal right.

(b) A person commits an offense if he knowingly participates in a riot.

(c) It is a defense to prosecution under this section that the assembly was at first lawful and when one of those assembled manifested an intent to engage in conduct enumerated in Subsection (a), the actor retired from the assembly.

(d) It is no defense to prosecution under this section that another who was a party to the riot has been acquitted, has not been arrested, prosecuted, or convicted, has been convicted of a different offense or of a different type or class of offense, or is immune from prosecution.

(e) Except as provided in Subsection (f), an offense under this section is a Class B misdemeanor.

(f) An offense under this section is an offense of the same classification as any offense of a higher grade committed by anyone engaged in the riot if the offense was:

(1) in the furtherance of the purpose of the assembly; or

(2) an offense which should have been anticipated as a result of the assembly.

Acts 1973, 63rd Leg., p. 883, ch. 399, § 1, eff. Jan. 1, 1974. Amended by Acts 1993, 73rd Leg., ch. 900, § 1.01, eff. Sept. 1, 1994.

### § 42.03. Obstructing Highway or Other Passageway

(a) A person commits an offense if, without legal privilege or authority, he intentionally, knowingly, or recklessly:

(1) obstructs a highway, street, sidewalk, railway, waterway, elevator, aisle, hallway, entrance, or exit to which the public or a substantial group of the public has access, or any other place used for the passage of persons, vehicles, or conveyances, regardless of the means of creating the obstruction and whether the obstruction arises from his acts alone or from his acts and the acts of others; or

(2) disobeys a reasonable request or order to move issued by a person the actor knows to be or is informed is a peace officer, a fireman, or a person with authority to control the use of the premises:

(A) to prevent obstruction of a highway or any of those areas mentioned in Subdivision (1); or

(B) to maintain public safety by dispersing those gathered in dangerous proximity to a fire, riot, or other hazard.

(b) For purposes of this section, "obstruct" means to render impassable or to render passage unreasonably inconvenient or hazardous.

(c) An offense under this section is a Class B misdemeanor.

Acts 1973, 63rd Leg., p. 883, ch. 399, § 1, eff. Jan. 1, 1974. Amended by Acts 1993, 73rd Leg., ch. 900, § 1.01, eff. Sept. 1, 1994.

### § 42.04. Defense When Conduct Consists of Speech or Other Expression

(a) If conduct that would otherwise violate Section 42.01(a)(5) (Unreasonable Noise) or 42.03 (Obstructing Passageway) consists of speech or other communication, of gathering with others to hear or observe such speech or communication, or of gathering with others to picket or otherwise express in a nonviolent manner a position on social, economic, political, or religious questions, the actor must be ordered to move, disperse, or otherwise remedy the violation prior to his arrest if he has not yet intentionally harmed the interests of others which those sections seek to protect.

(b) The order required by this section may be given by a peace officer, a fireman, a person with authority to control the use of the premises, or any person directly affected by the violation.

(c) It is a defense to prosecution under Section 42.01(a)(5) or 42.03:

(1) that in circumstances in which this section requires an order no order was given;

(2) that an order, if given, was manifestly unreasonable in scope; or

(3) that an order, if given, was promptly obeyed.

Acts 1973, 63rd Leg., p. 883, ch. 399, § 1, eff. Jan. 1, 1974. Amended by Acts 1993, 73rd Leg., ch. 900, § 1.01, eff. Sept. 1, 1994.

### § 42.05. Disrupting Meeting or Procession

(a) A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.

# COUNTY OF RAINS

313 North Texas Street
P.O. Box 158
Emory, Texas 75440
Tel: (903) 473-2555
Fax: (903) 473-4298
email: rains.co.judge@globeco.net


10 December 2001

Mr. Norris D. Fletcher
Burns, Fletcher, Gill Architects
500 West Seventh Street
Suite # 801
Fort Worth, TX 76102

RE: CONTRACT - JAIL EXTENSION

Dear Mr. Fletcher,

1. Please consider this letter an offer by Rains County to negotiate an amendment to the terms of the architectural contract for the Rains County Jail Extension Project. Rains County entered into an architectural contract with your firm based on the representation that the project costs would be $472,000.00. After several bids came in, it appears that the amount provided by your firm grossly underestimated the bids by 100%; one slightly over and one slightly less than one million dollars. Our attorney is confident that no ordinary reasonable prudent architect would have arrived at your first estimate via the manner you used and is adamant that we should pursue mediation and arbitration in this case.

2. At this time, Rains County is not in a position to finance this project. Therefore, the county feels it would be in the best interest of the citizens to reconsider the project. However, the county would like to retain the plans for possible use at a later date.

3. To settle this matter on an agreeable basis, the county proposes to terminate the present contract, recover some of the fees paid and to retain a license to the plans. Rains County proposes that your firm refund $15,000.00 of its fees paid to date and issue a license to Rains County, Texas to use the plans in the future. Rains County believes this would be a fair resolution of these matters.

4. Please respond to this request in writing within 7 days. If this offer is agreeable, we will prepare a contract amendment to complete the settlement. Thank you for your immediate attention to this matter.

Sincerely,

Robert M. Sisk
Rains County Judge

cc: Texas State Jail Standards
Texas Association of Counties
Roert Vititow, Rains County Attorney
Members, Rains County Commissioners Court
James P. Allison, Allison, Bass & Associates, L.L.P.

ms

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PORTIA F. BOSSE
P.Bosse@Allison-Bass.com

December 7, 2001

VIA FACSIMILE
and REGULAR MAIL

Hon. Robert M. Sisk
Rains County Judge
P. O. Box 158
Emory, Texas 75440

Re: Contract – Jail Extension

Dear Judge Sisk:

This letter is to provide you with an assessment of whether or not Rains County should terminate the agreement with the Architectural Firm for the jail extension contract and what the consequences might be as a result of termination. Pursuant to the contract, the following provisions control with regard to the questions raised in your memo dated November 23, 2001:

5.2.1

The Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's Project budget or from any estimate of Construction Cost or evaluation prepared or agreed to by the Architect.

6.1 and 6.2

Specifies that the drawings, specifications, and other documents are Instruments of Service for use solely with respect to this jail project, and the architects shall be deemed the authors and owners of their respective Instruments of Service and shall retain all common law, statutory and other reserved rights, including copyrights. Further, they shall be returned to architects upon termination of the contract, and all licenses for the use of respective Instruments of Service shall be terminated. It appears that only the default of the architect will allow a license to continue with the use of another architectural firm.

8.5 – 8.7

The agreement may be terminated with seven days notice, however, if termination is not at the fault of the architect, the architect shall be compensated for services performed.

It appears from the contract that if the county decides to terminate they will have to pay the stipulated sum of $40,000 ($10,000 being due). The contract expressly does not

Dec 07 01 05:25p Allison Bass & Associates 512-480-0902 p.2

warrant the representation of the estimated project cost, and it would be very difficult to prove up fraud in this case. Unless there is some concrete evidence of fraud, the written document controls and the stipulated sum must be paid. Additionally, if the county voluntarily terminates, it loses licenses to use the plans with another architect once a contractor is found.

I do think an attempt should be made to recover a portion of the $30,000 already paid to the architect, along with an agreement to keep the license for the architectural plans. I have enclosed our suggested correspondence to the architectural firm, and I am pleased to assist the county with further negotiations regarding amending the contract to accomplish these tasks.

Sincerely,

James P. Allison

RAINS/JAH, EXTENSION/Sisk 001

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**RAINS COUNTY APPRAISAL DISTRICT**
**P O BOX 70**
**EMORY, TEXAS 75440**
**PH: 903-473-2391 / FAX: 903-473-4040**

October 16, 2001

Bob Sisk
County Judge
P O Box 158
Emory, TX 75440

Enclosed is a 2002 collection contract for your entity. In order for the Appraisal District to continue collecting taxes for your entity, your signed contract must be in our office prior to our regular meeting December 13, 2001 so the board of directors may take action on the contracts.

I have also enclosed the 2002 budget allocation.

If you have any questions, don't hesitate to call.

Sincerely,

Linda Norell

Linda Norell, RPA, RTA
Chief Appraiser

LN:ct

**2002 FINAL BUDGET ALLOCATION**

## Appraisal Budget

*Final Allocation*

| Entity | 2001 Levy | % of levy | Budget | Allocation |
|---|---|---|---|---|
| Rains ISD | $3,962,317.08 | 63.8983% | $329,622.00 | $210,622.82 |
| Rains County | $1,990,477.16 | 32.0994% | $329,622.00 | $105,806.76 |
| Rains Fire District | $82,117.52 | 1.3243% | $329,622.00 | $4,365.08 |
| Point | $26,866.91 | 0.4333% | $329,622.00 | $1,428.15 |
| Emory | $69,985.69 | 1.1286% | $329,622.00 | $3,720.19 |
| East Tawakoni | $55,231.10 | 0.8907% | $329,622.00 | $2,935.89 |
| Miller Grove | $13,979.59 | 0.2254% | $329,622.00 | $743.11 |
| Total | $6,200,975.05 | 1 | | $329,622.00 |

## Collection Budget

$19,666.00

*Final Allocation*

| Entity | Parcel Count | $1.00 per parcel |
|---|---|---|
| Point | 505 | $505.00 |
| Emory | 783 | $783.00 |
| East Tawakoni | 1279 | $1,279.00 |
| Miller Grove | 56 | $56.00 |
| Total | 2623 | $2,623.00 |

Total collection budget minus $1.00 per parcel for the four entities listed above

$17,043.00

divided by two

| | |
|---|---|
| Rains ISD | $8,521.50 |
| Rains County /Fire | $8,521.50 |

Total Appraisal & Collection Budget $349,288.00

**STATE OF TEXAS )(**

**COUNTY OF RAINS )(**

## CONTRACT FOR ASSESSMENT AND COLLECTION SERVICES

On this the _____day of_____,2001, the RAINS COUNTY APPRAISAL DISTRICT (hereinafter called district) and the RAINS COUNTY / RAINS FIRE DISTRICT (hereinafter called taxing unit) enter into the following agreement.

### PURPOSE

The parties to this agreement wish to contract for the collection of property taxes with the Rains County Appraisal District. The parties enter this agreement to eliminate the duplication of the existing system and to promote governmental efficiency.

The parties enter this contract pursuant to the authority granted by Section 6.24, Property Tax Code, and Chapter 791, Local Government Code.

### TERM

This contract shall be effective from January 1, 2002 to January 1, 2003, provided however, that the district shall complete performance of services to be performed for the 2002 year after January 1, 2003, if the district finds extension to be necessary. To remain effective this contract must be ratified by any subsequent governing board of each taxing entity.

### SERVICE TO BE PERFORMED

The district shall collect the ad valorem property taxes owing to the taxing unit. The district further agrees to perform for the taxing unit all the duties provided by the laws of the State of Texas for the collection of said taxes as described in Exhibit A attached.

The district shall perform all the functions set out in the definitions section of the contract. Specifically, the district agrees to prepare and mail tax statements for each taxpayer.

The taxing unit hereby agrees that the Chief Appraiser of the district shall perform all the duties required by law of the tax assessor-collector of each taxing unit in regard to assessing and collecting ad valorem taxes.

## PAYMENT

The Rains County Appraisal District shall prepare a budget for collection and appraisal functions for 2002 and the collection portion for your jurisdiction will be $ 8521.50. The cost of assessing and collecting taxes for each taxing unit shall be paid to the district in four quarterly installments. If the taxing unit fails to meet these payment deadlines, the district may withhold the remittance of taxes until payment is made. If separate tax statements must be mailed for the taxing unit due to late tax rate adoption, rollback of tax rates, or any other circumstance requiring the district to incur costs above these required in the normal course of preparing and mailing tax statements and related collection activities, the taxing unit must compensate the district the amount of itemized expense incurred. This fee becomes due upon billing.

## REMITTANCE OF TAXES

The taxes collected for the taxing unit shall be remitted to the taxing unit on a daily basis during current collections. Taxes shall be remitted not less than once each week during delinquent periods.

## MISCELLANEOUS PROVISIONS

All expenses incurred by the district for the assessment and collection of taxes shall be clearly kept on the books and records of the district. The taxing unit or their designated representatives are authorized to examine the records to be kept by the district at such reasonable times and intervals as the taxing units deem fit. Such books and records will be kept in the offices of the district.

The taxing unit agrees to transfer to the possession and control of the district, without charge, copies of all records necessary for the performance of the duties and responsibilities of the district pursuant to this contract. These records shall include all tax records, including delinquent tax rolls, or records available to the taxing units.

The district shall not be liable to the taxing unit on account of any failure to collect taxes nor shall the Chief Appraiser be liable unless the failure to collect taxes results from some failure on his/her part to perform the duties imposed him/her by law and by this agreement.

Payments by the taxing unit for the service under this contract shall be made from current revenues available to the taxing units.

The taxing unit authorizes the district to enter into or adopt installment plans between the district and delinquent taxpayer. A schedule for payments shall be fixed by the Chief Appraiser and shall not exceed a twenty - four (24) month period.

**DELINQUENT TAX SUITS**

The taxing unit authorizes the district to institute such suits for the collection of delinquent taxes as the district deems necessary and to contract with an attorney as provided by Section 6.30 of the Property Tax Code, for the collection of delinquent taxes.

**DEFINITIONS**

For purposes of this agreement, the terms "assessment" and "collections" shall include but not be limited to the following: calculation of tax rate, publication of rates as provided by law, preparation of current and delinquent tax rolls, proration of taxes, correction of clerical errors in tax rolls, collection of current liabilities, and collection of delinquent taxes.

EXECUTED at _____, Texas on the date and year written above.

| | |
|---|---|
| COUNTY OF RAINS | RAINS CO. APPRAISAL DISTRICT |
| BY: | BY: |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | |
| _____ | |

**EXHIBIT A**

**COLLECTION RESPONSIBILITIES**

1. Collect current and delinquent taxes.
2. Calculate effective tax rate and publish.
3. Print and mail tax statements.
4. Meet Property Tax Code requirement to send delinquent notice before June 1 of current year.
5. Furnish tape four times a year to delinquent tax attorneys.
6. Produce monthly reports.
7. Furnish delinquent tax roll to each entity once a year.
8. Disburse daily during current collections and weekly during delinquent period.
9. Account for disbursements and collections deposits.
10. Maintain delinquent accounts with suits filed.

Since there will not be excess collection revenue, any request outside of these may require a charge of actual costs.

The taxing unit authorizes the district to enter into or adopt installment plans between the district and delinquent taxpayer. A schedule for payments shall be fixed by the Chief Appraiser and shall not exceed a twenty - four (24) month period.

**DELINQUENT TAX SUITS**

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EXECUTED at Emory, Texas on the date and year written above.

COUNTY OF RAINS

BY:

R. Sisk JUDGE

Raymond Briggs

Terry Bishop

Evelyn Malone

_____

_____

RAINS CO. APPRAISAL DISTRICT

BY:

_____

_____

_____

_____

_____

# TEXAS ASSOCIATION OF COUNTIES

VOL 0034 PAGE 487

1204 San Antonio • Austin, TX 78701

P.O. Box 2131 • Austin, TX 78768-2131

Sam D. Seale • Executive Director

RECEIVED
DEC 03 2001
MS

November 29, 2001

The Honorable Robert Sisk
Rains County Judge
P.O. Box 158
Emory, TX 75440

Dear Judge Sisk:

Here is the information I referred to concerning exemptions for certain qualifying employees under the Fair Labor Standards Act (FLSA). In addition to the general descriptive material, I am also sending the full text of 29 CFR, Part 541 which addresses all the issues concerning such exemptions.

As I mentioned in our discussion, even though an employee meets all the duty tests for exemption, the employer can still classify the employee as non-exempt. By doing so, the employer can dock the employee for time not worked. However, the employer would also have to pay the employee overtime for all time worked over 40 hours in a workweek either as wages at 1 ½ the employee's regular rate or as compensatory time at 1 ½ hours of comp time for each overtime hour worked.

If you have any additional questions after reviewing this material, don't hesitate to call me or Gerald Schroeder.

Sincerely,

Richard Slagle
Manager of Loss Control Services

RVS/bs

Enclosures

(512)-478-8753 • 1-(800)-456-5974 • FAX (512)-476-6231

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## WHITE COLLAR EXEMPTIONS

White collar employees are exempt from FLSA's minimum wage and overtime pay provisions if certain requirements are met. To be eligible for the exemption, white collar employees generally must:

- qualify as either executive, administrative, professional, highly skilled in a computer-related occupation, or work in certain types of outside sales;
- in the case of executive, administrative, or professional personnel, be paid on a salary or fee basis;
- meet corresponding testing requirements for each category; and
- meet any minimum earnings requirements.

The white-collar exemptions may be used in combination. For example, if an employee spends part of his or her time performing executive work and the remainder performing professional work, the employee may qualify for an exemption. However, when using a combination of exemptions, the employee must meet the stricter of the two requirements on salary and nonexempt work.

[29 USC 201] FLSA provides a set of alternative tests—a general test and a short test—for executive, administrative, and professional employees. Such tests focus primarily on specific duties and responsibilities rather than job title. However, they also may specify minimum earnings requirements.

If any one of the [29 USC 201] FLSA conditions for white collar employees are not met, the exemption is forfeited and the employee must be covered by all the provisions of the FLSA. The requirements of the various white collar exemptions are detailed below. These requirements also are summarized in a comparison chart on white collar exemptions at 329:251.

### The Salary Requirement

**CMP:329:203**

A basic requirement of the white collar exemption for executive, administrative, and professional personnel is that employees be paid on a salary or fee basis (known as the salary basis test). Generally, these employees must receive each pay period a predetermined amount constituting all or part of their compensation, and which is not subject to reduction because of variations in the quality or quantity of the work performed. Subject to certain exceptions, the employees must receive their full salary for any week in which they perform any work, without regard to the number of days or hours worked. However, employees need not be paid for any workweek in which they perform no work. ( [29 CFR 541.118(a)] 29 C.F.R. § 541.118(a) )

Weekly pay may not be reduced for absences of less than a full day or if the lack of work causes a shortened workweek. In addition, pay may not be docked for absences of less than a full week due to temporary military leave, jury duty, or appearance in court (although salary may be offset by military pay or jury duty or witness fees).

### Permitted Salary Reductions

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Certain salary reductions are permitted without jeopardizing a white-collar employee's exempt status. These include:

• salary reductions for absences of a full day or more for personal reasons; and

• reductions in pay for absences of a full day or more due to illness or accident, but only if the employee is covered by a bona fide plan or policy to provide sick pay. For example, a short-term disability insurance plan pays employees who are absent due to illness for a maximum of 30 days a year. Employees must be on the payroll for 90 days before they are eligible for benefits. In this case, the employer may dock a white-collar employee for full-day absences due to illness, even if the exempt employee is not yet eligible under the plan, has exhausted the 30 days, or the plan pays less than full salary for the missed time.

Another exception is granted to exempt employees who take leave under the [5 USC 2105] Family and Medical Leave Act of 1993. The FMLA allows employers with 50 or more employees to provide unpaid leave of less than a day to exempt employees, without jeopardizing the worker's exempt status.

In addition, a white-collar employee's salary can generally be reduced for disciplinary reasons without losing the employee's exempt status. ( [29 CFR 541.118(a)(1)] 29 C.F.R. §§ 541.118(a)(1)-(5) )

**Disciplinary Deductions and the Salary Basis Test**

The regulation on disciplinary deductions refers to infractions of safety rules of major significance. In applying disciplinary deductions for violations of common work rules to white-collar workers, suspending an exempt employee for a full week or more is generally permissible because employers do not have to pay employees for weeks in which they perform no work. A suspension without pay of an exempt employee for a period of less than one week may cause the employee to lose exempt status. The Department of Labor stated in *Auer v. Robbins*, discussed below, that overtime exemptions do not apply to employees whose pay is docked for disciplinary reasons because, as a general matter, true executive, administrative, or professional employees are not disciplined by pay deductions, but are fired, demoted, or placed on restricted assignments.

The Department's view, upheld in *Auer* , is that the salary basis test is violated if the employer (1) maintains an actual practice of making deductions or (2) maintains an employment policy that creates "a significant likelihood" that such deductions will be made, provided that the policy is "clear and particularized" and "effectively communicates" that deductions will be made in specified circumstances.

**The "Subject to" Standard**

In *Auer v. Robbins* , the U.S. Supreme Court considered whether salaried employees lose their exemption from overtime requirements because of employer policies allowing disciplinary pay deductions. The Court addressed the issue of whether the salary basis test is violated whenever a theoretical possibility of disciplinary or other deductions exists, or only in situations where employees are actually vulnerable to having their pay reduced. The Court agreed with the Department of Labor's position that the salary basis test is violated whenever employees are subject to a policy that permits disciplinary or other deductions in pay because the employer (1) maintains an actual practice, or (2) maintains a policy that creates "a significant likelihood" that deductions will be imposed on salaried employees, so long as the policy clearly and specifically communicates that

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deductions will be made in specified circumstances.

The "actual practice" or "significant likelihood" standard avoids awards of massive and unanticipated overtime in situations in which a vague or broadly worded policy exists but is not likely to be applied to salaried employees, according to the Court. In the absence of an actual practice of docking salaried employees' pay or subjecting them to a "significant likelihood" of impermissible pay deductions, salaried employees will not lose their exemption from overtime pay requirements.

**CMP:329:204**

The Court also approved DOL's practice of using the same rules for the public and private sector in weighing the impact of disciplinary pay deductions on employees' exempt status.

*In Auer*, the Court rejected claims by St. Louis police sergeants and a lieutenant who sued for overtime eligibility under the FLSA. The officers were covered by a policy manual that provided for pay deductions for rule violations. The manual covered both hourly and salaried employees and did not state that deductions would be used to punish anyone. In fact, one sergeant's pay had been docked for a one-time rule violation. According to the Court, "matters would be different" if the penalties applied solely to the exempt employees. However, no clear inference can be drawn as to the likelihood of disciplinary pay deductions being imposed on the exempt employees, and the one-time docking of the sergeant's pay did not establish the likelihood of such deductions. The exempt employees who filed the lawsuit remain FLSA-exempt, the Court ruled.

Regarding the status of the sergeant whose pay was docked, the Court found that the employer could preserve the employee's exempt status by taking corrective action. (See the discussion of the DOL "window of correction" regulation, below.) (*Auer v. Robbins* , 519 U.S. 452 (1997))

**Window of Correction**

A window for correcting violations of the salary basis test is established by regulation. The regulation states that "where a deduction is inadvertent, or is made for reasons other than lack of work," the employee's exempt status will not be lost "if the employer reimburses the employee for such deductions and promises to comply" with the FLSA in the future. [29 CFR c.f.r.] (29 C.F.R. § 541.118(a)(6)) The Supreme Court ruled that "inadvertence" and "other than lack of work" are alternative grounds for permitting correction.

The Department of Labor interprets the regulation to mean that an employer may use the window only if it first establishes that it objectively intended to pay its employees on a salary basis. Maintaining a policy or practice of improper deductions shows that the employer did not have such an intention. Accordingly, the window of correction is not available if an employer "engages in a practice of making impermissible deductions in its employees' pay, or has a policy that effectively communicates to its employees that such deductions will be made." *(Klem v. County of Santa Clara,* 208 F.3d 1085, 1091 (9th Cir. 2000), stating the DOL position.) The DOL's view of an actual practice or policy was adopted by the Supreme Court in *Auer v. Robbins.*

In *Auer*, the St. Louis police department docked a sergeant's pay for violating a work rule. The Court found no actual practice of impermissible deductions or a significant likelihood that there would be such deductions. In permitting the employer to use the window of correction even though the deduction was not inadvertent and the sergeant had not been

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reimbursed at the time the case was decided, the Court ruled that DOL regulations simply state that employers can preserve overtime exemptions by reimbursing employees who have been subject to improper pay deductions and by promising future compliance. The regulations do not require immediate reimbursement.

***The Supreme Court's decision should clarify*** that simply having a policy on pay deductions will not trigger a loss of exempt status, although *Auer* considered only whether a single instance of impermissible docking had to be unintentional to permit correction. The ruling also establishes the fact that disciplinary deductions might have to be imposed repeatedly—either on the same employees or on several similarly situated employees—before exempt status is lost. However, employers can impose other penalties without violating the salary basis test, including unpaid suspensions for a full workweek, paid suspensions, and demotions.

**CMP:329:205**

The Secretary of Labor maintains that her interpretation of the window of correction regulation is entitled to deference under principles affirmed in *Auer*. See the "Window of Correction Regulation" discussion.

**Window of Correction Regulation**

The Seventh Circuit joins the Second and Ninth Circuits in upholding DOL's interpretation of the window of correction regulation. In March 2001, the Seventh Circuit, overturning an earlier decision, said that an employer "must first establish that it was entitled to the exemption" by demonstrating that it was paying its employees on a salary basis. The court said that DOL's interpretation requires an employer to evince an "objective intention" to use a salary basis in paying its employees. The window of correction cannot be used if the employer has a policy or practice of making improper deductions. The Second Circuit, in a case involving New York City employees, instructed a district court to consider a number of factors in establishing whether an employer's practices reflect an "objective intention" to pay its employees on a salaried basis. The factors to be considered are the number of employee infractions warranting discipline, the existence of policies favoring or disfavoring pay deductions, and the process by which sanctions are determined. Simply comparing the number of deductions with the number of managers is not enough, the Second Circuit ruled. The deductions involved less than one percent of the exempt workforce. (*Yourman v. Giuliani*, 229 F.3d 124 (2d Cir. 2000), cert. denied, No. 00-1235, Mar. 19, 2001))

**Executive Employees**

Certain executive employees are exempt from both FLSA's overtime and minimum wage requirements. An executive will meet the requirements for the exemption by satisfying either a general or short test.

**General Test**

The general test for an executive exemption is met if the employee satisfies all of the following conditions:

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• receives a salary of at least $155.00 weekly, or $310.00 biweekly, or $335.84 semimonthly, or $671.67 monthly, exclusive of board, lodging, or other facilities;

• has the primary duty of managing an enterprise, department, or subdivision of the company (at least 50 percent of the employee's time must be spent in such a capacity);

• engages in nonexempt work for no more than 20 percent of the total hours worked in the workweek (executives at retail or service establishments may spend up to 40 percent of their work hours performing nonexempt work);

• customarily and regularly directs the work of two or more other full-time employees;

• hires or fires employees or at least makes recommendations regarding the hiring or firing of employees;



• customarily and regularly exercises discretion and independent judgment in performing his or her duties.

**Simplified Test**

A simplified exemption test is available for higher-paid salaried executives. Under the short test, an exemption is available to an employee who:

• receives a salary of at least $250 weekly, or $500 biweekly, or $541.66 semimonthly, or $1083.34 monthly, exclusive of board, lodging, or other facilities; and

• has the primary duty of managing an enterprise or department, or subdivision thereof, and customarily and regularly directs the work of two or more other employees. ( [29 CFR 541.1] 29 C.F.R. §§ 541.1, [29 CFR 541.101] 541.101 ) (For more information on the white-collar exemption for executive employees, see the federal coverage in *WAGES AND HOURS* at 91:211.)

**Strike or Emergency**

Executive employees are still exempt under the white-collar exemptions even though they perform nonexempt work during a strike or an emergency. However, the employees must have satisfied the primary duty test prior to the strike or emergency, and they must not have been paid any less than their regular salaries during the strike or emergency.

Emergency has been narrowly defined to include only those situations in which conditions beyond control threaten the safety of employees, cause a cessation of operations, or cause serious damage to the employer's property. For example, a mine supervisor who digs out employees trapped in a mine after an explosion would not lose exempt status. However, work performed by a production manager who works on the production line during the Christmas rush is not considered an emergency, and therefore would not be exempt.

**Administrative Employees**

An employee who meets the requirements of FLSA's administrative exemption is exempt from the law's overtime and minimum wage requirements. Similar to the exemption for executives, employees qualify for the administrative exemption by satisfying either a

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general or short test.

**General Test**

The general test for the administrative exemption is met if the employee satisfies all of the following conditions:

• receives a salary of not less than $155.00 weekly, or $310.00 biweekly, or $335.84 semimonthly, or $671.67 monthly, exclusive of board, lodging, or other facilities, or receives pay on a fee basis equivalent to at least $3.875 per hour;

• has the primary duty of performing office or non-manual field work related to the management policies or general business operations;

• assists an executive or administrative official, acts in a staff or advisory capacity, or performs special assignments for the employer;

• customarily and regularly exercises discretion and independent judgment in performing his or her duties; and

• engages in nonexempt work for no more than 20 percent of total hours worked in the workweek. Administrative employees of retail or service establishments may spend up to 40 percent of their work hours performing nonexempt work.

**Short Test**

Under the short test, the administrative exemption is available to an employee who:

• receives a salary of not less than $250 weekly, $500 biweekly, $541.66 semimonthly, or $1083.34 monthly, exclusive of board, lodging or other facilities;

• has the primary duty of performing office or nonmanual field work related to the management policies or general business operations; and

• exercises discretion and independent judgment in the performance of office or nonmanual field work.

Under the primary duty test for the administrative exemption, the employee must have the authority to make an independent choice, free from immediate supervision, and in significant matters that affect the employer's business. Employees who merely carry out instructions on handling various situations do not have the discretionary authority required by the test, and therefore are not exempt.

**Administrative Categories**

**CMP:329:207**

Categories of employees that generally qualify for the administrative exemption include the following:

• executive and administrative assistants who assist executives without sharing the executives' authority, including employees with titles such as executive assistant to the president, confidential assistant, administrative assistant, or assistant buyer;

• staff employees who take charge of a functional department or serve in an advisory capacity to management;

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• employees who perform special assignments; and

• academic administrative personnel whose duties are directly in the field of education. The criteria for qualifying employees for an academic administrative exemption are the same as for other administrative employees, except that academic administrative personnel must either receive $155 or more a week or receive a salary at least equal to the starting salary for teachers in the same school system or academic institution. Academic administrative personnel also may qualify under the short test if their salary is at least $250 per week. ( [29 CFR 541.2] 29 C.F.R. §§ 541.2, [29 CFR 541.201] 541.201) (For more information on the white-collar exemption for administrative employees, see the federal coverage in *WAGES AND HOURS* at 91:217.)

**Professionals**

The term "professional" refers to individuals whose position has recognized status and is based on the acquisition of professional knowledge through a prolonged course of instruction and study. Professionals, for purposes of the exemption, also include teachers and individuals engaged in the artistic professions (such as acting, music, and writing), as well as lawyers, doctors, and accountants. Specifically, FLSA requires that the professional perform, as a primary duty (at least 50 percent of working time), work in one of the following categories:

• work requiring knowledge of an advanced type in a field of learning customarily acquired by a prolonged course of specialized intellectual instruction and study (the best evidence of such training being an academic degree);

• work that is original and creative in character in a recognized artistic field, which depends on the employee's invention, imagination, or talent (for example, music, creative writing, theater, certain radio and television performers); or

• teaching, tutoring, instructing, or lecturing in the capacity of a certified teacher.

**General Test**

The general test for the professional exemption requires individuals to satisfy all of the following conditions:

• receive a salary or fee of at least $170 per week, $340 biweekly, $368.33 semimonthly, or $737.67 monthly;

• consistently exercise discretion and judgment in work performance;

• engage in work that is predominantly intellectual and varied in character, the final product of which cannot be standardized on a time basis; and

• works no more than 20 percent of total hours in any given workweek on nonexempt activities.

**Simplified Test**

A simplified exemption test is available for higher-salaried professional employees. Under this test professional employees are exempt from the minimum wage and overtime pay provisions of [29 USC 201] FLSA if they are paid at least $250 weekly, $500 biweekly, $541.66 semimonthly, or $1083.34 monthly, and they have as one of their primary duties:

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• the performance of original and creative work;

• the performance of work requiring scientific or specialized study and the consistent exercise of independent discretion and judgment; or

• teaching or instruction. ( [29 CFR 541.3] 29 C.F.R. §§ 541.3, [29 CFR 541.301] 541.301) (For more information on the white-collar exemption for professional employees, see the federal coverage in *WAGES AND HOURS* at 91:223.)

Employees in jobs with the following titles usually lack the advanced knowledge necessary for a professional exemption: licensed practical nurses; paralegals; therapists; dietitians; daycare providers; and news reporters and writers. As with all of the white-collar exemptions, employers must consider the employee's actual duties rather than titles when determining FLSA exemption.

**Computer-Related Occupations**

**CMP:329:208**

The exemption for professional employees was expanded by the Department of Labor in 1992 to include highly skilled computer-related workers. In general, these employees will qualify for the white-collar exemption test if their primary duties involve:

• the application of systems analysis techniques and procedures, to include consultations with users to determine hardware and software specifications;

• the design of computer systems based on and related to user specifications;

• the creation or modification of computer programs based on/related to system design specifications;

• the creation or modification of computer programs related to machine operating systems; or

• a combination of the above duties, where the performance of those duties requires the same level of skill.

***To qualify for the exemption*** for highly skilled employees in computer-related fields, however, the employee also must be paid:

• at least $170 on a salary basis each week and meet the primary duty requirements of the general test (see above);

• at least $250 on a salary basis each week and meet primary duty requirements of the simplified test (see above); or

• at least $27.63 an hour if they are paid on an hourly basis [**Note:** Previously, highly skilled computer-related workers were exempt from overtime if their hourly rate of pay was more than $6^1/_2$ times the minimum wage. However, the Small Business Job Protection Act of 1996 changed the threshold to $27.63 per hour, regardless of the minimum wage.] (57 Fed. Reg. 46,742 (1992); [29 CFR 541.3(a)(4)] 29 C.F.R. §§ 541.3(a)(4), [29 CFR 541.303] 541.303)

**Outside Salesmen**

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An employee who is an outside salesman is exempt from FLSA's minimum wage and overtime pay requirements if the employee meets the following conditions:

• works no more than 20 percent of total hours in any given workweek on nonexempt activities; and

• customarily and regularly engages in work away from the employer's premises to make sales, contracts to sell, and other sales arrangements. ( [29 CFR 541.500] 29 C.F.R. § 541.500)

The 20 percent limitation on nonexempt work is computed on the basis of the hours worked by nonexempt employees of the employer who perform nonexempt work similar to the type of work performed by the salesman. If there are no employees performing such nonexempt work, the base that should be used is 40 hours per week. Therefore, the amount of nonexempt work the salesman will be allowed to perform and still maintain exempt status is eight hours a week.

**Example:** John Griffin, an outside salesperson, regularly works 50 hours per week for Falcon Sales Company. The company's nonexempt employees regularly work 35 hours per week processing sales paperwork. Therefore, John may work up to 20 percent of 35 hours, or 7 hours per week, processing sales paperwork and still retain his exempt status.

Those who sell the services they perform are not exempt as outside salespeople under FLSA. However, service performed incidental to sales is still considered exempt work. Therefore, salespeople who from time to time make a delivery or fix equipment are still considered exempt from the minimum wage and overtime provisions of FLSA.

In general, driver salesmen are considered exempt from FLSA if the goods they deliver are also goods they sold. Merely delivering goods sold by another employee does not constitute exempt work. Likewise, employees who stock vending machines are not considered exempt under FLSA. However, driver salespeople who are responsible for obtaining sales, as well as delivering goods, are performing exempt work.

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# Executive, Administrative, and Professional Exemptions Under the Fair Labor Standards Act

An exemption from both the minimum wage and overtime pay requirements is provided in section 13(a)(10) of the Fair Labor Standards Act (FLSA) for any employee employed in a bona fide executive, administrative, or professional capacity, as these terms are defined and delimited in regulations of the Secretary of Labor. An employee will qualify for an exemption if he or she meets all the pertinent tests relating to duties, responsibilities, and salary as stipulated in the applicable section of 29 CFR, Part 541.

## Executive Employees

The term employee employed in a bona fide executive * * * capacity in section 13(a)(1) of the Act shall mean any employee:

(a) Whose primary duty consists of the management of the enterprise in which he is employed or of a customarily recognized department of subdivision thereof; and

(b) Who customarily and regularly directs the work of two or more other employees therein; and

(c) Who has the authority to hire or fire other employees or whose suggestions and recommendations as to the hiring or firing and as to the advancement and promotion or any other change of status of other employees will be given particular weight; and

(d) Who customarily and regularly exercises discretionary powers; and

(e) Who does not devote more than 20 percent, or, in the case of an employee of a retail or service establishment who does not devote as much as 40 percent, of his hours of work in the workweek to activities which are not directly and closely related to the performance of the work described in paragraphs (a) through (d) of this section: Provided, That this paragraph shall not apply in the case of an employee who is in sole charge of an independent establishment or a physically separated branch establishment, or who owns at least a 20-percent interest in the enterprise in which he is employed; and

(f) Who is compensated for his services on a salary basis at a rate of not less than $155 per week (or $130 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities:

Provided, That an employee who is compensated on a salary basis at a rate of not less than $250 per week (or $200 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the management of the enterprise in which the employee is employed or of a customarily recognized department or subdivision thereof, and includes the customary and regular direction of the work of two or more other employees therein, shall be deemed to meet all the requirements of this section.

**Administrative Employees**

The term employee employed in a bona fide * * * administrative * * * capacity in section 13(a)(1) of the Act shall mean any employee:

(a) Whose primary duty consists of either:

(1) The performance of office or nonmanual work directly related to management policies or general business operations of his employer or his employer's customers, or

(2) The performance of functions in the administration of a school system, or educational establishment or institution, or of a department or subdivision thereof, in work directly related to the academic instruction or training carried on therein; and

(b) Who customarily and regularly exercises discretion and independent judgment; and

(c) (1) Who regularly and directly assists a proprietor, or an employee employed in a bona fide executive or administrative capacity (as such terms are defined in the regulations of this subpart), or

(2) Who performs under only general supervision work along specialized or technical lines requiring special training, experience, or knowledge, or

(3) Who executes under only general supervision special assignments and tasks; and

(d) Who does not devote more than 20 percent, or, in the case of an employee of a retail or service establishment who does not devote as much as 40 percent, of his hours worked in the workweek to activities which are not directly and closely related to the performance of the work described in paragraphs (a) through (c) of this section; and

(e) (1) Who is compensated for his services on a salary or fee basis at a rate of not less than $155 per week ($130 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, or

(2) Who, in the case of academic administrative personnel, is compensated for services as required by paragraph (e)(1) of this section, or on a salary basis which is at least equal to the entrance salary for teachers in the school system, educational establishment, or institution by which employed:

Provided, That an employee who is compensated on a salary or fee basis at a rate of not less than $250 per week ($200 per week if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the performance of work described in paragraph (a) of this section, which includes work requiring the exercise of discretion and independent judgment, shall be deemed to meet all the requirements of this section.

**Professional Employes**

The term employee employed in a bona fide * * * professional capacity in section 13(a)(1) of the Act shall mean any employee:

(a) Whose primary duty consists of the performance of:

(1) Work requiring knowledge of an advance type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study, as distinguished from a general academic education and from an apprenticeship, and from training in the performance of routine mental, manual, or physical processes, or

(2) Work that is original and creative in character in a recognized field of artistic endeavor (as opposed to work which can be produced by a person endowed with general manual or intellectual ability and training), and the result of which depends primarily on the invention, imagination, or talent of the employee, or

(3) Teaching, tutoring, instructing, or lecturing in the activity of imparting knowledge and who is employed and engaged in this activity as a teacher in the school system or educational establishment or institution by which he is employed, or

(4) Work that requires theoretical and practical application of highly-specialized knowledge in computer systems analysis, programming, and software engineering, and who is employed and engaged in these activities as a computer systems analyst, computer programmer, software engineer, or other similarly skilled worker in the computer software field, as provided in Sec. 541.303; and

(b) Whose work requires the consistent exercise of discretion and judgment in its performance; and

(c) Whose work is predominantly intellectual and varied in character (as opposed to routine mental, manual, mechanical, or physical work) and is of such character that the output produced or the result accomplished cannot be standardized in relation to a given period of time; and

(d) Who does not devote more than 20 percent of his hours worked in the workweek to activities which are not an essential part of and necessarily incident to the work described in paragraphs (a) through (c) of this section; and

(e) Who is compensated for services on a salary or fee basis at a rate of not less than $170 per week ($150 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities: Provided, That this paragraph shall not apply in the case of an employee who is the holder of a valid license or certificate permitting the practice of law or medicine or any of their branches and who is actually engaged in the practice thereof, nor in the case of an employee who is the holder of the requisite academic degree for the general practice of medicine and is engaged in an internship or resident program pursuant to the practice of medicine or any of its branches, nor in the case of an employee employed and engaged as a teacher as provided in paragraph (a)(3) of this section:

**Professional Employees (continued)**

Provided further, That an employee who is compensated on a salary or fee basis at a rate of not less than $250 per week (or $200 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the performance either of work described in paragraph (a) (1), (3), or (4) of this section, which includes work requiring the consistent exercise of discretion and judgment, or of work requiring invention, imagination, or talent in a recognized field of artistic endeavor, shall be deemed to meet all of the requirements of this section: Provided further, That the salary or fee requirements of this paragraph shall not apply to an employee engaged in computer-related work within the scope of paragraph (a)(4) of this section and who is compensated on an hourly basis at a rate in excess of 6\1/2\ times the minimum wage provided by section 6 of the Act.

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# 29 CFR, Part 541

## —Defining and Delimiting the Terms "Any Employee Employed in a Bona Fide Executive, Administrative, or Professional Capacity (Including Any Employee Employed in the Capacity of Academic Administrative Personnel or Teacher in Elementary or Secondary Schools), or in the Capacity of Outside Salesman"

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## Subpart A—General Regulations

**Sec. 541.0 Terms used in regulations.**

(a) Administrator means the Administrator of the Wage and Hour Division, U.S. Department of Labor. The Secretary of Labor has delegated to the Administrator the functions vested in him under section [PL 52 1060 13(a)(1)] 13(a)(1) of the Fair Labor Standards Act.
(b) Act means the Fair Labor Standards Act of 1938, as amended.

**Sec. 541.1 Executive.**

The term "employee employed in a bona fide executive ... capacity in section 13(a) (1) of the Act shall mean any employee:
(a) Whose primary duty consists of the management of the enterprise in which he is employed or of a customarily recognized department of subdivision thereof; and
(b) Who customarily and regularly directs the work of two or more other employees therein; and
(c) Who has the authority to hire or fire other employees or whose suggestions and recommendations as to the hiring or firing and as to the advancement and promotion or any other change of status of other employees will be given particular weight; and
(d) Who customarily and regularly exercises discretionary powers; and
(e) Who does not devote more than 20 percent, or, in the case of an employee of a retail or service establishment who does not devote as much as 40 percent, of his hours of work in the workweek to activities which are not directly and closely related to the performance of the work described in paragraphs (a) through (d) of this section: Provided, That this paragraph shall not apply in the case of an employee who is in sole charge of an independent establishment or a physically separated branch establishment, or who owns at least a 20-percent interest in the enterprise in which he is employed; and
(f) Who is compensated for his services on a salary basis at a rate of not less than $155 per week (or $130 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities: Provided, That an employee who is compensated on a salary basis at a rate of not less than $250 per week (or $200 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the management of the enterprise in which the employee is employed or of a customarily recognized department or subdivision thereof, and includes the customary and regular direction of the work of two or more other employees therein, shall be deemed to meet all the requirements of this section.

**Sec. 541.2 Administrative.**

The term "employee employed in a bona fide ... administrative ... capacity in section 13(a)(1) of the Act shall mean any employee:

(a) Whose primary duty consists of either:
(1) The performance of office or nonmanual work directly related to management policies or general business operations of his employer or his employer's customers, or
(2) The performance of functions in the administration of a school system, or educational establishment or institution, or of a department or subdivision thereof, in work directly related to the academic instruction or training carried on therein; and
(b) Who customarily and regularly exercises discretion and independent judgment; and
(c) (1) Who regularly and directly assists a proprietor, or an employee employed in a bona fide executive or administrative capacity (as such terms are defined in the regulations of this subpart), or
(2) Who performs under only general supervision work along specialized or technical lines requiring special training, experience, or knowledge, or
(3) Who executes under only general supervision special assignments and tasks; and
(d) Who does not devote more than 20 percent, or, in the case of an employee of a retail or service establishment who does not devote as much as 40 percent, of his hours worked in the workweek to activities which are not directly and closely related to the performance of the work described in paragraphs (a) through (c) of this section; and
(e) (1) Who is compensated for his services on a salary or fee basis at a rate of not less than $155 per week ($130 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, or
(2) Who, in the case of academic administrative personnel, is compensated for services as required by paragraph (e)(1) of this section, or on a salary basis which is at least equal to the entrance salary for teachers in the school system, educational establishment, or institution by which employed: Provided, That an employee who is compensated on a salary or fee basis at a rate of not less than $250 per week ($200 per week if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the performance of work described in paragraph (a) of this section, which includes work requiring the exercise of discretion and independent judgment, shall be deemed to meet all the requirements of this section.

**Sec. 541.3 Professional.**

The term "employee employed in a bona fide ... professional capacity in section 13(a)(1) of the Act shall mean any employee:
(a) Whose primary duty consists of the performance of:
(1) Work requiring knowledge of an advance type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study, as distinguished from a general academic education and from an apprenticeship, and from training in the performance of routine mental, manual, or physical processes, or
(2) Work that is original and creative in character in a recognized field of artistic endeavor (as opposed to work which can be produced by a person endowed with general manual or intellectual ability and training), and the result of which depends primarily on the invention, imagination, or talent of the employee, or
(3) Teaching, tutoring, instructing, or lecturing in the activity of imparting knowledge and who is employed and engaged in this activity as a teacher in the school system or educational establishment or institution by which he is employed, or
(4) Work that requires theoretical and practical application of highly-specialized knowledge in computer systems analysis, programming, and software engineering, and who is employed and engaged in these activities as a computer systems analyst, computer programmer, software engineer, or other similarly skilled worker in the computer software field, as provided in § 541.303; and
(b) Whose work requires the consistent exercise of discretion and judgment in its performance; and
(c) Whose work is predominantly intellectual and varied in character (as opposed to routine mental, manual, mechanical, or physical work) and is of such character that the output produced or the result accomplished cannot be standardized in relation to a given period of time; and
(d) Who does not devote more than 20 percent of his hours worked in the workweek to activities which are not an essential part of and necessarily incident to the work described in paragraphs (a) through (c) of this section; and
(e) Who is compensated for services on a salary or fee basis at a rate of not less than $170 per week ($150 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or

American Samoa), exclusive of board, lodging, or other facilities: Provided, That this paragraph shall not apply in the case of an employee who is the holder of a valid license or certificate permitting the practice of law or medicine or any of their branches and who is actually engaged in the practice thereof, nor in the case of an employee who is the holder of the requisite academic degree for the general practice of medicine and is engaged in an internship or resident program pursuant to the practice of medicine or any of its branches, nor in the case of an employee employed and engaged as a teacher as provided in paragraph (a)(3) of this section: Provided further, That an employee who is compensated on a salary or fee basis at a rate of not less than $250 per week (or $200 per week, if employed by other than the Federal Government in Puerto Rico, the Virgin Islands, or American Samoa), exclusive of board, lodging, or other facilities, and whose primary duty consists of the performance either of work described in paragraph (a)(1), (3), or (4) of this section, which includes work requiring the consistent exercise of discretion and judgment, or of work requiring invention, imagination, or talent in a recognized field of artistic endeavor, shall be deemed to meet all of the requirements of this section: Provided further, That the salary or fee requirements of this paragraph shall not apply to an employee engaged in computer-related work within the scope of paragraph (a)(4) of this section and who is compensated on an hourly basis at a rate in excess of 61/2 times the minimum wage provided by section 6 of the Act.

**Sec. 541.5 Outside salesman.**

The term "employee employed ... in the capacity of outside salesman in section 13(a)(1) of the Act shall mean any employee:

(a) Who is employed for the purpose of and who is customarily and regularly engaged away from his employer's place or places of business in:

(1) Making sales within the meaning of section 3(k) of the Act, or

(2) Obtaining orders or contracts for services or for the use of facilities for which a consideration will be paid by the client or customer; and

(b) Whose hours of work of a nature other than that described in paragraph (a)(1) or (2) of this section do not exceed 20 percent of the hours worked in the workweek by nonexempt employees of the employer: Provided, That work performed incidental to and in conjunction with the employee's own outside sales or solicitations, including incidental deliveries and collections, shall not be regarded as nonexempt work.

**Sec. 541.5a Special provision for motion picture producing industry.**

The requirement of §§ 541.1, 541.2, and 541.3 that the employee be paid "on a salary basis" shall not apply to an employee in the motion picture producing industry who is compensated at a base rate of at least $200 a week (exclusive of board, lodging, or other facilities).

**Sec. 541.5b Equal pay provisions of section 6(d) of the act apply to executive, administrative, and professional employees, and to outside salesmen.**

Effective July 1, 1972, the Fair Labor Standards Act was amended to include within the protection of the equal pay provisions those employees exempt from the minimum wage and overtime pay provisions as bona fide executive, administrative, and professional employees (including any employee employed in the capacity of academic administrative personnel or teacher in elementary or secondary schools), or in the capacity of outside salesmen under section 13(a)(1) of the act. Thus, for example, where an exempt administrative employee and another employee of the establishment are performing substantially "equal work," the sex discrimination prohibitions of section 6(d) are applicable with respect to any wage differential between those two employees.

**Sec. 541.5c Removed.**

**Sec. 541.5d Special provisions applicable to employees of public agencies**

(a) An employee of a public agency who otherwise meets the requirements of § 541.118 shall not be disqualfied from exemption under §§ 541.1, 541.2, or 541.3 on the basis that such employee is paid

according to a pay system established by statute, ordinance, or regulation, or by a policy or practice established pursuant to principles of public accountability, under which the employee accrues personal leave and sick leave and which requires the public agency employee's pay to be reduced or such employee to be placed on leave without pay for absences for personal reasons or because of illness or injury of less than one work-day when accrued leave is not used by an employee because—

(1) permission for its use has not been sought or has been sought and denied;

(2) accrued leave has been exhausted; or

(3) the employee chooses to use leave without pay.

(b) Deductions from the pay of an employee of a public agency for absences due to a budget-required furlough shall not disqualify the employee from being paid "on a salary basis" except in the workweek in which the furlough occurs and for which the employee's pay is accordingly reduced.

**Sec. 541.6 Petition for amendment of regulations.**

Any person wishing a revision of any of the terms of the foregoing regulations may submit in writing to the Administrator a petition setting forth the changes desired and the reasons for proposing them. If, upon inspection of the petition, the administrator believes that reasonable cause for amendment of the regulations is set forth, the Administrator will either schedule a hearing with due notice to interested parties, or will make other provision for affording interested parties an opportunity to present their views, either in support of or in opposition to the proposed changes. In determining such future regulations, separate treatment for different industries and for different classes of employees may be given consideration.

**Sec. 541.52 Special provision for motion picture producing industry.**

The requirements of §§ 541.1, 541.2, and 541.3 that the employee be paid "on a salary basis" shall not apply to an employee in the motion picture producing industry who is compensated at a base rate of at least $250 a week (exclusive of board, lodging, or other facilities).

[40 FR 7092, Feb. 19, 1975]

## Subpart B—Interpretations

**Sec. 541.99 Introductory statement.**

(a) Section [PL 52 1060 13(a)(1)] 13(a)(1) of the Fair Labor Standards Act, as amended, exempts from the wage and hour provisions of the act "any employee employed in a bona fide executive, administrative, or professional capacity (including any employee employed in the capacity of academic administrative personnel or teacher in elementary or secondary schools), or in the capacity of outside salesman (as such terms are defined and delimited from time to time by regulations of the Secretary, subject to the provisions of the Administrative Procedure Act, except that an employee of a retail or service establishment shall not be excluded from the definition of employee employed in a bona fide executive or administrative capacity because of the number of hours in his workweek which he devotes to activities not directly or closely related to the performance of executive or administrative activities, if less than 40 percent of his hours worked in the workweek are devoted to such activities)." The requirements of the exemption under this section of the act are contained in subpart A of this part.

### Employee Employed in a Bona Fide Executive Capacity

**Sec. 541.101 General.**

The duties and responsibilities of an exempt executive employee are described in paragraphs (a) through (d) of § 541.1. Paragraph (e) of § 541.1 contains, among other things, percentage limitations on the amount of time which an employee may devote to activities "which are not directly and closely related to the performance of the work described in paragraphs (a) through (d)" of that section. For convenience in discussion, the work described in paragraphs (a) through (d) of § 541.1 and the activities directly and

closely related to such work will be referred to as "exempt" work, while other activities will be referred to as "nonexempt" work.

**Sec. 541.102 Management.**

(a) In the usual situation the determination of whether a particular kind of work is exempt or nonexempt in nature is not difficult. In the vast majority of cases the bona fide executive employee performs managerial and supervisory functions which are easily recognized as within the scope of the exemption.

(b) For example, it is generally clear that work such as the following is exempt work when it is performed by an employee in the management of his department or the supervision of the employees under him: Interviewing, selecting, and training of employees; setting and adjusting their rates of pay and hours of work; directing their work; maintaining their production or sales records for use in supervision or control; appraising their productivity and efficiency for the purpose of recommending promotions or other changes in their status; handling their complaints and grievances and disciplining them when necessary; planning the work; determining the techniques to be used; apportioning the work among the workers; determining the type of materials, supplies, machinery or tools to be used or merchandise to be bought, stocked and sold; controlling the flow and distribution of materials or merchandise and supplies; providing for the safety of the men and the property.

**Sec. 541.103 Primary duty.**

A determination of whether an employee has management as his primary duty must be based on all the facts in a particular case. The amount of time spent in the performance of the managerial duties is a useful guide in determining whether management is the primary duty of an employee. In the ordinary case it may be taken as a good rule of thumb that primary duty means the major part, or over 50 percent, of the employee's time. Thus, an employee who spends over 50 percent of his time in management would have management as his primary duty. Time alone, however, is not the sole test, and in situations where the employee does not spend over 50 percent of his time in managerial duties, he might nevertheless have management as his primary duty if the other pertinent factors support such a conclusion. Some of these pertinent factors are the relative importance of the managerial duties as compared with other types of duties, the frequency with which the employee exercises discretionary powers, his relative freedom from supervision, and the relationship between his salary and the wages paid other employees for the kind of nonexempt work performed by the supervisor. For example, in some departments, or subdivisions of an establishment, an employee has broad responsibilities similar to those of the owner or manager of the establishment, but generally spends more than 50 percent of his time in production or sales work. While engaged in such work he supervises other employees, directs the work of warehouse and delivery men, approves advertising, orders merchandise, handles customer complaints, authorizes payment of bills, or performs other management duties as the day-to-day operations require. He will be considered to have management as his primary duty. In the data processing field an employee who directs the day-to-day activities of a single group of programers and who performs the more complex or responsible jobs in programing will be considered to have management as his primary duty.

**Sec. 541.104 Department or subdivision.**

(a) In order to qualify under § 541.1, the employee's managerial duties must be performed with respect to the enterprise in which he is employed or a customarily recognized department or subdivision thereof. The phrase "a customarily recognized department or subdivision" is intended to distinguish between a mere collection of men assigned from time to time to a specific job or series of jobs and a unit with permanent status and function. In order properly to classify an individual as an executive he must be more than merely a supervisor of two or more employees; nor is it sufficient that he merely participates in the management of the unit. He must be in charge of and have as his primary duty the management of a recognized unit which has a continuing function.

(b) In the vast majority of cases there is no difficulty in determining whether an individual is in charge of a customarily recognized department or subdivision of a department. For example, it is clear that where an enterprise comprises more than one establishment, the employee in charge of each establishment may be considered in charge of a subdivision of the enterprise. Questions arise principally in cases involving

supervisors who work outside the employer's establishment, move from place to place, or have different subordinates at different times.

(c) In such instances, in determining whether the employee is in charge of a recognized unit with a continuing function, it is the division's position that the unit supervised need not be physically within the employer's establishment and may move from place to place, and that continuity of the same subordinate personnel is not absolutely essential to the existence of a recognized unit with a continuing function, although in the ordinary case a fixed location and continuity of personnel are both helpful in establishing the existence of such a unit. The following examples will illustrate these points.

(d) The projects on which an individual in charge of a certain type of construction work is employed may occur at different locations, and he may even hire most of his workforce at these locations. The mere fact that he moves his location would not invalidate his exemption if there are other factors which show that he is actually in charge of a recognized unit with a continuing function in the organization.

(e) Nor will an otherwise exempt employee lose the exemption merely because he draws the men under his supervision from a pool, if other factors are present which indicate that he is in charge of a recognized unit with a continuing function. For instance, if this employee is in charge of the unit which has the continuing responsibility for making all installations for his employer, or all installations in a particular city or a designated portion of a city, he would be in charge of a department or subdivision despite the fact that he draws his subordinates from a pool of available men.

(f) It cannot be said, however, that a supervisor drawn from a pool of supervisors who supervises employees assigned to him from a pool and who is assigned a job or series of jobs from day to day or week to week has the status of an executive. Such an employee is not in charge of a recognized unit with a continuing function.

**Sec. 541.105 Two or more other employees.**

(a) An employee will qualify as an "executive" under § 541.1 only if he customarily and regularly supervises at least two full-time employees or the equivalent. For example, if the "executive" supervises one full-time and two part-time employees of whom one works morning and one, afternoons; or four part-time employees, two of whom work mornings and two afternoons, this requirement would be met.

(b) The employees supervised must be employed in the department which the "executive" is managing.

(c) It has been the experience of the divisions that a supervisor of a few as two employees usually performs nonexempt work in excess of the general 20-percent tolerance provided in § 541.1.

(d) In a large machine shop there may be a machine-shop supervisor and two assistant machine-shop supervisors. Assuming that they meet all the other qualifications § 541.1 and particularly that they are not working foremen, they should certainly qualify for the exemption. A small department in a plant or in an office is usually supervised by one person. Any attempt to classify one of the other workers in the department as an executive merely by giving him an honorific title such as assistant supervisor will almost inevitably fail as there will not be sufficient true supervisory or other managerial work to keep two persons occupied. On the other hand, it is incorrect to assume that in a large department, such as a large shoe department in a retail store which has separate sections for men's, women's, and children's shoes, for example, the supervision cannot be distributed among two or three employees, conceivably among more. In such instances, assuming that the other tests are met, especially the one concerning the performance of nonexempt work, each such employee "customarily and regularly directs the work of two or more other employees therein."

(e) An employee who merely assists the manager or buyer of a particular department and supervises two or more employees only in the actual manager's or buyer's absence, however, does not meet this requirement. For example, where a single unsegregated department, such as a women's sportswear department or a men's shirt department in a retail store, is managed by a buyer, with the assistance of one or more assistant buyers, only one employee, the buyer, can be considered an executive, even though the assistant buyers at times exercise some managerial and supervisory responsibilities. A shared responsibility for the supervision of the same two or more employees in the same department does not satisfy the requirement that the employee "customarily and regularly directs the work of two or more employees therein."

**Sec. 541.106 Authority to hire or fire.**

Section 541.1 requires that an exempt executive employee have the authority to hire or fire other employees or that his suggestions and recommendations as to hiring or firing and as to advancement and promotion or any other change of status of the employees who he supervises will be given particular weight. Thus, no employee, whether high or low in the hierarchy of management, can be considered as employed in a bona fide executive capacity unless he is directly concerned either with the hiring or the firing and other change of status of the employees under his supervision, whether by direct action or by recommendation to those to who the hiring and firing functions are delegated.

**Sec. 541.107 Discretionary powers.**

(a) Section 541.1(d) requires that an exempt executive employee customarily and regularly exercise discretionary powers. A person whose work is so completly routinized that he has no discretion does not qualify for exemption.

(b) The phrase "customarily and regularly" signifies a frequency which must be greater than occasional but which, of course, may be less than constant. The requirement will be met by the employee who normally and recurrently is called upon to exercise and does exercise discretionary powers in the day-to-day performance of his duties. The requirement is not met by the occasional exercise of discretionary powers.

**Sec. 541.108 Work directly and closely related.**

(a) This phrase brings within the category of exempt work not only the actual management of the department and the supervision of the employees therein, but also activities which are closely associated with the performance of the duties involved in such managerial and supervisory functions or responsibilities. The supervision of employees and the management of a department include a great many directly and closely related tasks which are different from the work performed by subordinates and are commonly performed by supervisors because they are helpful in supervising the employees or contribute to the smooth functioning of the department for which they are responsible. Frequently such exempt work is of a kind which in establishments that are organized differently or which are larger and have greater specialization of function, may be performed by a nonexempt employee hired especially for that purpose. Illustration will serve to make clear the meaning to be given the phrase "directly and closely related".

(b) Keeping basic records of working time, for example, is frequently performed by a timekeeper employed for that purpose. In such cases the work is clearly not exempt in nature. In other establishments which are not large enough to employ a timekeeper, or in which the timekeeping function has been decentralized, the supervisor of each department keeps the basic time records of his own subordinates. In these instances, as indicated above, the timekeeping is directly related to the function of managing the particular department and supervising its employees. However, the preparation of a payroll by a supervisor, even the payroll of the employees under his supervision, cannot be considered to be exempt work, since the preparation of a payroll does not aid in the supervision of the employees or the management of the department. Similarly, the keeping by a supervisor of production or sales records of his own subordinates for use in supervision or control would be exempt work, while the maintenance of production records of employees not under his direction would not be exempt work.

(c) Another example of work which may be directly and closely related to the performance of management duties is the distribution of materials or merchandise and supplies. Maintaining control of the flow of materials or merchandise and supplies in a department is ordinarily a responsibility of the managerial employee in charge. In many nonmercantile establishments the actual distribution of materials is performed by nonexempt employees under the supervisor's direction. In other establishments it is not uncommon to leave the actual distribution of materials and supplies in the hands of the supervisor. In such cases it is exempt work since it is directly and closely related to the managerial responsibility of maintaining the flow of materials. In a large retail establishment, however, where the replenishing of stocks of merchandise on the sales floor is customarily assigned to a nonexempt employee, the performance of such work by the manager or buyer of the department is nonexempt. The amount of time the manager or buyer spends in such work must be offset against the statutory tolerance for nonexempt work. The

supervision and control of a flow of merchandise to the sales floor, of course, is directly and closely related to the managerial responsibility of the manager or buyer.

(d) Setup work is another illustration of work which may be exempt under certain circumstances if performed by a supervisor. The nature of setup work differs in various industries and for different operations. Some setup work is typically performed by the same employees who perform the "production" work; that is, the employee who operates the machine also "sets it up" or adjusts it for the particular job at hand. Such setup work is part of the production operation and is not exempt. In other instances the setting up of the work is a highly skilled operation which the ordinary production worker or machine tender typically does not perform. In some plants, particularly large ones, such setup work may be performed by employees whose duties are not supervisory in nature. In other plants, however, particularly small plants, such work is a regular duty of the executive and is directly and closely related to his responsibility for the work performance of his subordinates and for the adequacy of the final product. Under such circumstances it is exempt work. In the data processing field the work of a supervisor when he performs the more complex or more responsible work in a program utilizing several computer programers or computer operators would be exempt activity.

(e) Similarly, a supervisor who spot checks and examines the work of his subordinates to determine whether they are performing their duties properly, and whether the product is satisfactory, is performing work which is directly and closely related to his managerial and supervisory functions. However, this kind of examining and checking must be distinguished from the kind which is normally performed by an "examiner," "checker," or "inspector," and which is really a production operation rather than a part of the supervisory function. Likewise, a department manager or buyer in a retail or service establishment who goes about the sales floor observing the work of sales personnel under his supervision to determine the effectiveness of their sales techniques, checking on the quality of customer service being given, or observing customer preferences and reactions to the lines, styles, types, colors, and quality of the merchandise offered, is performing work which is directly and closely related to his managerial and supervisory functions. His actual participation, except for supervisory training or demonstration purposes, in such activities as making sales to customers, replenishing stocks of merchandise on the sales floor, removing merchandise from fitting rooms and returning to stock or shelves, however, is not. The amount of time a manager or buyer spends in the performance of such activities must be included in computing the percentage limitation on nonexempt work.

(f) Watching machines is another duty which may be exempt when performed by a supervisor under proper circumstances. Obviously the mere watching of machines in operation cannot be considered exempt work where, as in certain industries in which the machinery is largely automatic, it is an ordinary production function. Thus, an employee who watches machines for the purpose of seeing that they operate properly or for the purpose of making repairs or adjustments is performing nonexempt work. On the other hand, a supervisor who watches the operation of the machinery in his department in the sense that he "keeps an eye out for trouble" is performing work which is directly and closely related to his managerial responsibilities. Making an occasional adjustment in the machinery under such circumstances is also exempt work.

(g) A word of caution is necessary in connection with these illustrations. The recordkeeping, material distributing, setup work, machine watching and adjusting, and inspecting, examining, observing and checking referred to in the examples of exempt work are presumably the kind which are supervisory and managerial functions rather than merely "production" work. Frequently it is difficult to distinguish the managerial type from the type which is a production operation. In deciding such difficult cases it should be borne in mind that it is one of the objectives of § 541.1 to exclude from the definition foremen who hold "dual" or combination jobs. (See discussion of working foremen in § 541.115.) Thus, if work of this kind takes up a large part of the employee's time it would be evidence that management of the department is not the primary duty of the employee, that such work is a production operation rather than a function directly and closely related to the supervisory or managerial duties, and that the employee is in reality a combination foreman-"setup" man, foreman-machine adjuster (or mechanic), or foreman-examiner, floorman-salesperson, etc., rather than a bona fide executive.

**Sec. 541.109 Emergencies.**

(a) Under certain occasional emergency conditions, work which is normally performed by nonexempt employees and is nonexempt in nature will be directly and closely related to the performance of the exempt

functions of management and supervision and will therefore be exempt work. In effect, this means that a bona fide executive who performs work of a normally nonexempt nature on rare occasions because of the existence of a real emergency will not, because of the performance of such emergency work, lose the exemption. Bona fide executives include among their responsibilities the safety of the employees under their supervision, the preservation and protection of the merchandise, machinery or other property of the department or subdivision in their charge from damage due to unforeseen circumstances, and the prevention of widespread breakdown in production, sales, or service operations. Consequently, when conditions beyond control arise which threaten the safety of the employees, or a cessation of operations, or serious damage to the employer's property, any manual or other normally nonexempt work performed in an effort to prevent such results is considered exempt work and is not included in computing the percentage limitation on nonexempt work.

(b) The rule in paragraph (a) of this section is not applicable, however, to nonexempt work arising out of occurrences which are not beyond control or for which the employer can reasonably provide in the normal course of business.

(c) A few illustrations may be helpful in distinguishing routine work performed as a result of real emergencies of the kind for which no provision can practicably be made by the employer in advance of their occurrence and routine work which is not in this category. It is obvious that a mine superintendent who pitches in after an explosion and digs out the men who are trapped in the mine is still a bona fide executive during that week. On the other hand, the manager of a cleaning establishment who personally performs the cleaning operations on expensive garments because he fears damage to the fabrics if he allows his subordinates to handle them is not performing "emergency" work of the kind which can be considered exempt. Nor is the manager of a department in a retail store performing exempt work when he personally waits on a special or impatient customer because he fears the loss of the sale or the customer's goodwill if he allows a salesperson to serve him. The performance of nonexempt work by executives during inventory-taking, during other periods of heavy workload, or the handling of rush orders are the kinds of activities which the percentage tolerances are intended to cover. For example, pitching in on the production line in a canning plant during seasonal operations is not exempt "emergency" work even if the objective is to keep the food from spoiling. Similarly, pitching in behind the sales counter in a retail store during special sales or during Christmas or Easter or other peak sales periods is not "emergency" work, even if the objective is to improve customer service and the store's sales record. Maintenance work is not emergency work even if performed at night or during weekends. Relieving subordinates during rest or vacation periods cannot be considered in the nature of "emergency" work since the need for replacements can be anticipated. Whether replacing the subordinate at the workbench, or production line, or sales counter during the first day or partial day of an illness would be considered exempt emergency work would depend upon the circumstances in the particular case. Such factors as the size of the establishment and of the executive's department, the nature of the industry, the consequences that would flow from the failure to replace the ailing employee immediately, and the feasibility of filling the employee's place promptly would all have to be weighed.

(d) All the regular cleaning up around machinery, even when necessary to prevent fire or explosion, is not "emergency" work. However, the removal by an executive of dirt or obstructions constituting a hazard to life or property need not be included in computing the percentage limitation if it is not reasonably practicable for anyone but the supervisor to perform the work and it is the kind of "emergency" which has not been recurring. The occasional performance of repair work in case of a breakdown of machinery, or the collapse of a display rack, or damage to or exceptional disarray of merchandise caused by accident or a customer's carelessness may be considered exempt work if the breakdown is one which the employer cannot reasonably anticipate. However, recurring breakdowns or disarrays requiring frequent attention, such as that of an old belt or machine which breaks down repeatedly or merchandise displays constantly requiring re-sorting or straightening, are the kind for which provision could reasonably be made and repair of which must be considered as nonexempt.

**Sec. 541.110 Occasional tasks.**

(a) In addition to the type of work which by its very nature is readily identifiable as being directly and closely related to the performance of the supervisory and management duties, there is another type of work which may be considered directly and closely related to the performance of these duties. In many establishments the proper management of a department requires the performance of a variety of occasional,

infrequently recurring tasks which cannot practicably be performed by the production workers and are usually performed by the executive. These small tasks when viewed separately without regard to their relationship to the executive's overall functions might appear to constitute nonexempt work. In reality they are the means of properly carrying out the employee's management functions and responsibilities in connection with men, materials, and production. The particular tasks are not specifically assigned to the "executive" but are performed by him in his discretion.

(b) It might be possible for the executive to take one of his subordinates away from his usual tasks, instruct and direct him in the work to be done, and wait for him to finish it. It would certainly not be practicable, however, to manage a department in this fashion. With respect to such occasional and relatively inconsequential tasks, it is the practice in industry generally for the executive to perform them rather than to delegate them to other persons. When any one of these tasks is done frequently, however, it takes on the character of a regular production function which could be performed by a nonexempt employee and must be counted as nonexempt work. In determining whether such work is directly and closely related to the performance of the management duties, consideration should be given to whether it is: (1) The same as the work performed by any of the subordinates of the executive; or (2) a specifically assigned task of the executive employees; or (3) practicably delegable to nonexempt employees in the establishment; or (4) repetitive and frequently recurring.

**Sec. 541.111 Nonexempt work generally.**

(a) As indicated in § 541.101 the term "nonexempt work," as used in this subpart, includes all work other than that described in § 541.1 (a) through (d) and the activities directly and closely related to such work.

(b) Nonexempt work is easily identifiable where, as in the usual case, it consists of work of the same nature as that performed by the nonexempt subordinates of the "executive." It is more difficult to identify in cases where supervisory employees spend a significant amount of time in activities not performed by any of their subordinates and not consisting of actual supervision and management. In such cases careful analysis of the employee's duties with reference to the phrase "directly and closely related to the performance of the work described in paragraphs (a) through (d) of this section" will usually be necessary in arriving at a determination.

**Sec. 541.112 Percentage limitations on nonexempt work.**

(a) An employee will not qualify for exemption as an executive if he devotes more than 20 percent, or in the case of an employee of a retail or service establishment if he devotes as much as 40 percent, of his hours worked in the workweek to nonexempt work. This test is applied on a workweek basis and the percentage of time spent on nonexempt work is computed on the time worked by the employee.

(b) (1) The maximum allowance of 20 percent for nonexempt work applies unless the establishment by which the employee is employed qualifies for the higher allowance as a retail or service establishment within the meaning of the Act. Such an establishment must be a distinct physical place of business, open to the general public, which is engaged on the premises in making sales of goods or services to which the concept of retail selling or servicing applies. As defined in section 13(a)(2) of the Act, such an establishment must make at least 75 percent of its annual dollar volume of sales of goods or services from sales that are both not for resale and recognized as retail in the particular industry. Types of establishments which may meet these tests include stores selling consumer goods to the public; hotels; motels; restaurants; some types of amusement or recreational establishments (but not those offering wagering or gambling facilities); hospitals, or institutions primarily engaged in the care of the sick, the aged, the mentally ill, or defective residing on the premises, if open to the general public; public parking lots and parking garages; auto repair shops; gasoline service stations (but not truck stops); funeral homes; cemeteries; etc. Further explanation and illustrations of the establishments included in the term "retail or service establishment" as used in the Act may be found in part 779 of this chapter.

(2) Public and private elementary and secondary schools and institutions of higher education are, as a rule, not retail or service establishments, because they are not engaged in sales of goods or services to which the retail concept applies. Under section 13(a)(2)(iii) of the Act prior to the 1966 amendments, it was possible for private schools for physically or mentally handicapped or gifted children to qualify as retail or service establishments if they met the statutory tests, because the special types of services provided to their students were considered by Congress to be of a kind that may be recognized as retail. Such schools, unless

the nature of their operations has changed, may continue to qualify as retail or service establishments and, if they do, may utilize the greater tolerance for nonexempt work provided for executive and administrative employees of retail or service establishments under section 13(a)(1) of the Act.

(3) The legislative history of the Act makes it plain that an establishment engaged in laundering, cleaning, or repairing clothing or fabrics is not a retail or service establishment. When the Act was amended in 1949, Congress excluded such establishments from the exemption under section 13(a)(2) because of the lack of a retail concept in the services sold by such establishments, and provided a separate exemption for them which did not depend on status as a retailer. Again in 1966, when this exemption was repealed, Congress made it plain by exclusionary language that the exemption for retail or service establishments was not to be applied to laundries or dry cleaners.

(c) There are two special exceptions to the percentage limitations of paragraph (a) of this section:

(1) That relating to the employee in "sole charge" of an independent or branch establishment, and

(2) That relating to an employee owning a 20-percent interest in the enterprise in which he is employed. These except the employee only from the percentage limitations on nonexempt work. They do not except the employee from any of the other requirements of § 541.1. Thus, while the percentage limitations on nonexempt work are not applicable, it is clear that an employee would not qualify for the exemption if he performs so much nonexempt work that he could no longer meet the requirement of § 541.1(a) that his primary duty must consist of the management of the enterprise in which he is employed or of a customarily recognized department or subdivision thereof.

**Sec. 541.113 Sole-charge exception.**

(a) An exception from the percentage limitations on nonexempt work is provided in § 541.1(e) for "an employee who is in sole charge of an independent establishment or a physically separated branch establishment ...". Such an employee is considered to be employed in a bona fide executive capacity even though he exceeds the applicable percentage limitation on nonexempt work.

(b) The term "independent establishment" must be given full weight. The establishment must have a fixed location and must be geographically separated from other company property. The management of operations within one among several buildings located on a single or adjoining tracts of company property does not qualify for the exemption under this heading. In the case of a branch, there must be a true and complete physical separation from the main office.

(c) (1) A determination as to the status as "an independent establishment or a physically separated branch establishment" of any part of the business operations on the premises of a retail or other establishment, however, must be made on the basis of the physical and economic facts in the particular situation. (See [29 CFR 779.225] 29 CFR 779.225, 779.305, 779.306.) A leased department cannot be considered to be a separate establishment where, for example, it and the retail store in which it is located operate under a common trade name and the store may determine, or have the power to determine, the leased department's space location, the type of merchandise it will sell its pricing policy, its hours of operation and some or all of its hiring, firing, and other personnel policies, and matters such as advertising, adjustment, and credit operations, insurance and taxes, are handled on a unified basis by the store.

(2) A leased department may qualify as a separate establishment, however, where, among other things, the facts show that the lessee maintains a separate entrance and operates under a separate name, with its own separate employees and records, and in other respects conducts his business independently of the lessor's. In such a case the leased department would enjoy the same status as a physically separated branch store.

(d) Since the employee must be in "sole charge, only one person in any establishment can qualify as an executive under this exception, and then only if he is the top person in charge at that location. (It is possible for other persons in the same establishment to qualify for exemption as executive employees, but not under the exception from the nonexempt work limitation.) Thus, it would not be applicable to an employee who is in charge of a branch establishment but whose superior makes his office on the premises. An example is a district manager who has overall supervisory functions in relation to a number of branch offices, but makes his office at one of the branches. The branch manager at the branch where the district manager's office is located is not in "sole charge" of the establishment and does not come within the exception. This does not mean that the "sole-charge" status of an employee will be considered lost because of an occasional visit to the branch office of the superior of the person in charge, or, in the case of an independent establishment by the visit for a short period on 1 or 2 days a week of the proprietor or principal corporate officer of the establishment. In these situations the sole-charge status of the employee in question will appear from the

facts as to his functions, particularly in the intervals between visits. If, during these intervals, the decisions normally made by an executive in charge of a branch or an independent establishment are reserved for the superior, the employee is not in sole charge. If such decisions are not reserved for the superior, the sole-charge status will not be lost merely because of the superior's visits.

(e) In order to qualify for the exception the employee must ordinarily be in charge of all the company activities at the location where he is employed. If he is in charge of only a portion of the company's activities at his location, then he cannot be said to be in sole charge of an independent establishment or a physically separated branch establishment. In exceptional cases the divisions have found that an executive employee may be in sole charge of all activities at a branch office except that one independent function which is not integrated with those managed by the executive is also performed at the branch. This one function is not important to the activities managed by the executive and constitutes only an insignificant portion of the employer's activities at that branch. A typical example of this type of situation is one in which "desk space" in a warehouse otherwise devoted to the storage and shipment of parts is assigned a salesman who reports to the sales manager or other company official located at the home office. Normally only one employee (at most two or three, but in any event an insignificant number when compared with the total number of persons employed at the branch) is engaged in the nonintegrated function for which the executive whose sole-charge status is in question is not responsible. Under such circumstances the employee does not lose his "sole-charge" status merely because of the desk-space assignment.

**Sec. 541.114 Exception for owners of 20-percent interest.**

(a) An exception from the percentage limitations on nonexempt work is provided in § 541.1(e) for an employee "who owns at least a 20-percent interest in the enterprise in which he is employed". This provision recognizes the special status of a shareholder of an enterprise who is actively engaged in its management.

(b) The exception is available to an employee owning a bona fide 20-percent equity in the enterprise in which he is employed regardless of whether the business is a corporate or other type of organization.

**Sec. 541.115 Working foremen.**

(a) The primary purpose of the exclusionary language placing a limitation on the amount of nonexempt work is to distinguish between the bona fide executive and the "working" foreman or "working" supervisor who regularly performs "production" work or other work which is unrelated or only remotely related to his supervisory activities. (The term "working" foreman is used in this subpart in the sense indicated in the text and should not be construed to mean only one who performs work similar to that performed by his subordinates.)

(b) One type of working foreman or working supervisor most commonly found in industry works alongside his subordinates. Such employees, sometimes known as strawbosses, or gang or group leaders perform the same kind of work as that performed by their subordinates, and also carry on supervisory functions. Clearly, the work of the same nature as that performed by the employees' subordinates must be counted as nonexempt work and if the amount of such work performed is substantial the exemption does not apply. ("Substantial," as used in this section, means more than 20 percent. See discussion of the 20-percent limitation on nonexempt work in § 541.112.) A foreman in a dress shop, for example, who operates a sewing machine to produce the product is performing clearly nonexempt work. However, this should not be confused with the operation of a sewing machine by a foreman to instruct his subordinates in the making of a new product, such as a garment, before it goes into production.

(c) Another type of working foreman or working supervisor who cannot be classed as a bona fide executive is one who spends a substantial amount of time in work which, although not performed by his own subordinates, consists of ordinary production work or other routine, recurrent, repetitive tasks which are a regular part of his duties. Such an employee is in effect holding a dual job. He may be, for example, a combination foreman-production worker, supervisor-clerk, or foreman combined with some other skilled or unskilled occupation. His nonsupervisory duties in such instances are unrelated to anything he must do to supervise the employees under him or to manage the department. They are in many instances mere "fill-in" tasks performed because the job does not involve sufficient executive duties to occupy an employee's full time. In other instances the nonsupervisory, nonmanagerial duties may be the principal ones and the supervisory or managerial duties are subordinate and are assigned to the particular employee because it is

more convenient to rest the responsibility for the first line of supervision in the hands of the person who performs these other duties. Typical of employees in dual jobs which may involve a substantial amount of nonexempt work are: (1) Foremen or supervisors who also perform one or more of the "production" or "operating" functions, though no other employees in the plant perform such work. An example of this kind of employee is the foreman in a millinery or garment plant who is also the cutter, or the foreman in a garment factory who operates a multiple-needle machine not requiring a full-time operator; (2) foremen or supervisors who have as a regular part of their duties the adjustment, repair, or maintenance of machinery or equipment. Examples in this category are the foreman-fixer in the hosiery industry who devotes a considerable amount of time to making adjustments and repairs to the machines of his subordinates, or the planer-mill foreman who is also the "machine man" who repairs the machines and grinds the knives; (3) foremen or supervisors who perform clerical work other than the maintenance of the time and production records of their subordinates; for example, the foreman of the shipping room who makes out the bills of lading and other shipping records, the warehouse foreman who also acts as inventory clerk, the head shipper who also has charge of a finished goods stock room, assisting in placing goods on shelves and keeping perpetual inventory records, or the office manager, head bookkeeper, or chief clerk who performs routine bookkeeping. There is no doubt that the head bookkeeper, for example, who spends a substantial amount of his time keeping books of the same general nature as those kept by the other bookkeepers, even though his books are confidential in nature or cover different transactions from the books maintained by the under bookkeepers, is not primarily an executive employee and should not be so considered.

**Sec. 541.116 Trainees, executive.**

The exemption is applicable to an employee employed in a bona fide executive capacity and does not include employees training to become executives and not actually performing the duties of an executive.

**Sec. 541.117 Amount of salary required.**

(a) Except as otherwise noted in paragraph (b) of this section, compensation on a salary basis at a rate of not less than $155 per week, exclusive of board, lodging, or other facilities, is required for exemption as an executive. The $155 a week may be translated into equivalent amounts for periods longer than 1 week. The requirement will be met if the employee is compensated biweekly on a salary basis of $310, semimonthly on a salary basis of $335.84 or monthly on a salary basis of $671.67. However, the shortest period of payment which will meet the requirement of payment "on a salary basis" is a week.

(b) In Puerto Rico, the Virgin Islands, and American Samoa, the salary test for exemption as an "executive" is $130 per week for other than an employee of the Federal Government.

(c) The payment of the required salary must be exclusive of board, lodging, or other facilities; that is, free and clear. On the other hand, the regulations in subpart A of this part do not prohibit the sale of such facilities to executives on a cash basis if they are negotiated in the same manner as similar transactions with other persons.

(d) The validity of including a salary requirement in the regulations in subpart A of this part has been sustained in a number of appellate court decisions. See, for example, Walling v. Yeakley, 140 F. (2d) 830 (C.A. 10); Helliwell v. Haberman, 140 F. (2d) 833 (C.A. 2); and Walling v. Morris, 155 F. (2d) 832 (C.A. 6) (reversed on another point in 332 U.S. 442); Wirtz v. Mississippi Publishers, 364 F. (2d) 603 (C.A. 5); Craig v. Far West Engineering Co., 265 F. (2d) 251 (C.A. 9) cert. den. 361 U.S. 816; Hofer v. Federal Cartridge Corp., 71 F. Supp. 243 (D.C. Minn.).

**Sec. 541.118 Salary basis.**

(a) An employee will be considered to be paid "on a salary basis" within the meaning of the regulations if under his employment agreement he regularly receives each pay period on a weekly, or less frequent basis, a predetermined amount constituting all or part of his compensation, which amount is not subject to reduction because of variations in the quality or quantity of the work performed. Subject to the exceptions provided below, the employee must receive his full salary for any week in which he performs any work without regard to the number of days or hours worked. This policy is also subject to the general rule that an employee need not be paid for any workweek in which he performs no work.

(1) An employee will not be considered to be "on a salary basis" if deductions from his predetermined compensation are made for absences occasioned by the employer or by the operating requirements of the business. Accordingly, if the employee is ready, willing, and able to work, deductions may not be made for time when work is not available.

(2) Deductions may be made, however, when the employee absents himself from work for a day or more for personal reasons, other than sickness or accident. Thus, if an employee is absent for a day or longer to handle personal affairs, his salaried status will not be affected if deductions are made from his salary for such absences.

(3) Deductions may also be made for absences of a day or more occasioned by sickness or disability (including industrial accidents) if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for loss of salary occasioned by both sickness and disability. Thus, if the employer's particular plan, policy or practice provides compensation for such absences, deductions for absences of a day or longer because of sickness or disability may be made before an employee has qualified under such plan, policy or practice, and after he has exhausted his leave allowance thereunder. It is not required that the employee be paid any portion of his salary for such days or days for which he receives compensation for leave under such plan, policy or practice. Similarly, if the employer operates under a State sickness and disability insurance law, or a private sickness and disability insurance plan, deductions may be made for absences of a working day or longer if benefits are provided in accordance with the particular law or plan. In the case of an industrial accident, the "salary basis" requirement will be met if the employee is compensated for loss of salary in accordance with the applicable compensation law or the plan adopted by the employer, provided the employer also has some plan, policy or practice of providing compensation for sickness and disability other than that relating to industrial accidents.

(4) Deductions may not be made for absences of an employee caused by jury duty, attendance as a witness, or temporary military leave. The employer may, however, offset any amounts received by an employee as jury or witness fees or military pay for a particular week against the salary due for that particular week without loss of the exemption.

(5) Penalties imposed in good faith for infractions of safety rules of major significance will not affect the employee's salaried status. Safety rules of major significance include only those relating to the prevention of serious danger to the plant, or other employees, such as rules prohibiting smoking in explosive plants, oil refineries, and coal mines.

(6) The effect of making a deduction which is not permitted under these interpretations will depend upon the facts in the particular case. Where deductions are generally made when there is no work available, it indicates that there was no intention to pay the employee on a salary basis. In such a case the exemption would not be applicable to him during the entire period when such deductions were being made. On the other hand, where a deduction not permitted by these interpretations is inadvertent, or is made for reasons other than lack of work, the exemption will not be considered to have been lost if the employer reimburses the employee for such deductions and promises to comply in the future.

(b) Minimum guarantee plus extras. It should be noted that the salary may consist of a predetermined amount constituting all or part of the employee's compensation. In other words, additional compensation besides the salary is not inconsistent with the salary basis of payment. The requirement will be met, for example, by a branch manager who receives a salary of $155 or more a week and in addition, a commission of 1 percent of the branch sales. The requirement will also be met by a branch manager who receives a percentage of the sales or profits of the branch, if the employment arrangement also includes a guarantee of at least the minimum weekly salary (or the equivalent for a monthly or other period) required by the regulations. Another type of situation in which the requirement will be met is that of an employee paid on a daily or shift basis, if the employment arrangement includes a provision that the employee will receive not less than the amount specified in the regulations in any week in which the employee performs any work. Such arrangements are subject to the exceptions in paragraph (a) of this section. The test of payment on a salary basis will not be met, however, if the salary is divided into two parts for the purpose of circumventing the requirement of payment "on a salary basis". For example, a salary of $200 in each week in which any work is performed, and an additional $50 which is made subject to deductions which, are not permitted under paragraph (a) of this section.

(c) Initial and terminal weeks. Failure to pay the full salary in the initial or terminal week of employment is not considered inconsistent with the salary basis of payment. In such weeks the payment of a proportionate part of the employee's salary for the time actually worked will meet the requirement. However, this should not be construed to mean that an employee is on a salary basis within the meaning of

the regulations if he is employed occasionally for a few days and is paid a proportionate part of the weekly salary when so employed. Moreover, even payment of the full weekly salary under such circumstances would not meet the requirement, since casual or occasional employment for a few days at a time is inconsistent with employment on a salary basis within the meaning of the regulations.

**Sec. 541.119 Special proviso for high salaried executives.**

(a) Except as otherwise noted in paragraph (b) of this section, § 541.1 contains an upset or high salary proviso for managerial employees who are compensated on a salary basis at a rate of not less than $250 per week exclusive of board, lodging, or other facilities. Such a highly paid employee is deemed to meet all the requirements in paragraphs (a) through (f) of § 541.1 if the employee's primary duty consists of the management of the enterprise in which employed or of a customarily recognized department or subdivision thereof and includes the customary and regular direction of the work of two or more other employees therein. If an employee qualifies for exemption under this proviso, it is not necessary to test that employee's qualifications in detail under paragraphs (a) through (f) of § 541.1 of this part.

(b) In Puerto Rico, the Virgin Islands, and American Samoa the proviso of § 541.1(f) applies to those managerial employees (other than employees of the Federal Government) who are paid on a salary basis at a rate of not less than $200 per week.

(c) Mechanics, carpenters, linotype operators, or craftsmen of other kinds are not exempt under the proviso no matter how highly paid they might be.

## Employee Employed in a Bona Fide Administrative Capacity

**Sec. 541.201 Types of administrative employees.**

(a) Three types of employees are described in § 541.2(c) who, if they meet the other tests in § 541.2, qualify for exemption as "administrative" employees.

(1) Executive and administrative assistants. The first type is the assistant to a proprietor or to an executive or administrative employee. In modern industrial practice there has been a steady and increasing use of persons who assist an executive in the performance of his duties without themselves having executive authority. Typical titles of persons in this group are executive assistant to the president, confidential assistant, executive secretary, assistant to the general manager, administrative assistant and, in retail or service establishments, assistant manager and assistant buyer. Generally speaking, such assistants are found in large establishments where the official assisted has duties of such scope and which require so much attention that the work of personal scrutiny, correspondence, and interviews must be delegated.

(2) Staff employees.

(i) Employees included in the second alternative in the definition are those who can be described as staff rather than line employees, or as functional rather than departmental heads. They include among others employees who act as advisory specialists to the management. Typical examples of such advisory specialists are tax experts, insurance experts, sales research experts, wage-rate analysts, investment consultants, foreign exchange consultants, and statisticians.

(ii) Also included are persons who are in charge of a so-called functional department, which may frequently be a one-man department. Typical examples of such employees are credit managers, purchasing agents, buyers, safety directors, personnel directors, and labor relations directors.

(3) Those who perform special assignments.

(i) The third group consists of persons who perform special assignments. Among them are to be found a number of persons whose work is performed away from the employer's place of business. Typical titles of such persons are lease buyers, field representatives of utility companies, location managers of motion picture companies, and district gaugers for oil companies. It should be particularly noted that this is a field which is rife with honorific titles that do not adequately portray the nature of the employee's duties. The field representative of a utility company, for example, may be a "glorified serviceman."

(ii) This classification also includes employees whose special assignments are performed entirely or partly inside their employer's place of business. Examples are special organization planners, customers' brokers in stock exchange firms, so-called account executives in advertising firms and contact or promotion men of various types.

(b) Job titles insufficient as yardsticks.

(1) The employees for whom exemption is sought under the term "administrative" have extremely diverse functions and a wide variety of titles. A title alone is of little or no assistance in determining the true importance of an employee to the employer or his exempt or nonexempt status under the regulations in subpart A of this part. Titles can be had cheaply and are of no determinative value. Thus, while there are supervisors of production control (whose decisions affect the welfare of large numbers of employees) who qualify for exemption under section 13(a)(1), it is not hard to call a rate setter (whose functions are limited to timing certain operations and jotting down times on a standardized form) a "methods engineer" or a "production-control supervisor."

(2) Many more examples could be cited to show that titles are insufficient as yardsticks. As has been indicated previously, the exempt or nonexempt status of any particular employee must be determined on the basis of whether his duties, responsibilities, and salary meet all the requirements of the appropriate section of the regulations in subpart A of this part.

(c) Individuals engaged in the overall academic administration of an elementary or secondary school system include the superintendent or other head of the system and those of his assistants whose duties are primarily concerned with administration of such matters as curriculum, quality and methods of instructing, measuring and testing the learning potential and achievement of students, establishing and maintaining academic and grading standards, and other aspects of the teaching program. In individual school establishments those engaged in overall academic administration include the principal and the vice principals who are responsible for the operation of the school. Other employees engaged in academic administration are such department heads as the heads of the mathematics department, the English department, the foreign language department, the manual crafts department, and the like. Institutions of higher education have similar organizational structure, although in many cases somewhat more complex.

**Sec. 541.202 Categories of work.**

(a) The work generally performed by employees who perform administrative tasks may be classified into the following general categories for purposes of the definition: (This classification is without regard to whether the work is manual or nonmanual. The problem of manual work as it affects the exemption of administrative employees is discussed in § 541.203.) (1) The work specifically described in paragraphs (a), (b), and (c) of § 541.2; (2) routine work which is directly and closely related to the performance of the work which is described in paragraphs (a), (b), and (c) of § 541.2; and (3) routine work which is not related or is only remotely related to the administrative duties. (As used in this subpart the phrase "routine work" means work which does not require the exercise of discretion and independent judgment. It is not necessarily restricted to work which is repetitive in nature.)

(b) The work in category 1, that which is specifically described in § 541.2 as requiring the exercise of discretion and independent judgment, is clearly exempt in nature.

(c) Category 2 consists of work which if separated from the work in category 1 would appear to be routine, or on a fairly low level, and which does not itself require the exercise of discretion and independent judgment, but which has a direct and close relationship to the performance of the more important duties. The directness and closeness of the relationship may vary depending upon the nature of the job and the size and organization of the establishment in which the work is performed. This "directly and closely related" work includes routine work which necessarily arises out of the administrative duties, and the routine work without which the employee's more important work cannot be performed properly. It also includes a variety of routine tasks which may not be essential to the proper performance of the more important duties but which are functionally related to them directly and closely. In this latter category are activities which an administrative employee may reasonably be expected to perform in connection with carrying out his administrative functions including duties which either facilitate or arise incidentally from the performance of such functions and are commonly performed in connection with them.

(d) These "directly and closely related" duties are distinguishable from the last group, category 3, those which are remotely related or completely unrelated to the more important tasks. The work in this last category is nonexempt and must not exceed the 20-percent limitation for nonexempt work (up to 40 percent for service establishment) if the exemption is to apply.

(e) Work performed by employees in the capacity of "academic administrative" personnel is a category of administrative work limited to a class of employees engaged in academic administration as contrasted with the general usage of "administrative" in the act. The term "academic administrative" denotes administration relating to the academic operations and functions in a school rather than to administration

along the lines of general business operations. Academic administrative personnel are performing operations directly in the field of education. Jobs relating to areas outside the educational field are not within the definition of academic administration. Examples of jobs in school systems, and educational establishments and institutions, which are outside the term academic administration are jobs relating to building management and maintenance, jobs relating to the health of the students and academic staff such as social workers, psychologist, lunch room manager, or dietitian. Employees in such work which is not considered academic administration may qualify for exemption under other provisions of § 541.2 or under other sections of the regulations in subpart A of this part provided the requirements for such exemptions are met.

**Sec. 541.203 Nonmanual work.**

(a) The requirement that the work performed by an exempt administrative employee must be office work or nonmanual work restricts the exemption to "white-collar" employees who meet the tests. If the work performed is "office" work it is immaterial whether it is manual or nonmanual in nature. This is consistent with the intent to include within the term "administrative" only employees who are basically white-collar employees since the accepted usage of the term "white-collar" includes all office workers. Persons employed in the routine operation of office machines are engaged in office work within the meaning of § 541.2 (although they would not qualify as administrative employees since they do not meet the other requirements of § 541.2).

(b) Section 541.2 does not completely prohibit the performance of manual work by an "administrative" employee. The performance by an otherwise exempt administrative employee of some manual work which is directly and closely related to the work requiring the exercise of discretion and independent judgment is not inconsistent with the principle that the exemption is limited to "white-collar" employees. However, if the employee performs so much manual work (other than office work) that he cannot be said to be basically a "white-collar" employee he does not qualify for exemption as a bona fide administrative employee, even if the manual work he performs is directly and closely related to the work requiring the exercise of discretion and independent judgment. Thus, it is obvious that employees who spend most of their time in using tools, instruments, machinery, or other equipment, or in performing repetitive operations with their hands, no matter how much skill is required, would not be bona fide administrative employees within the meaning of § 541.2. An office employee, on the other hand, is a "white-collar" worker, and would not lose the exemption on the grounds that he is not primarily engaged in "nonmanual" work, although he would lose the exemption if he failed to meet any of the other requirements.

**Sec. 541.205 Directly related to management policies or general business operations.**

(a) The phrase "directly related to management policies or general business operations of his employer or his employer's customers" describes those types of activities relating to the administrative operations of a business as distinguished from "production" or, in a retail or service establishment, "sales" work. In addition to describing the types of activities, the phrase limits the exemption to persons who perform work of substantial importance to the management or operation of the business of his employer or his employer's customers.

(b) The administrative operations of the business include the work performed by so-called white-collar employees engaged in "servicing" a business as, for, example, advising the management, planning, negotiating, representing the company, purchasing, promoting sales, and business research and control. An employee performing such work is engaged in activities relating to the administrative operations of the business notwithstanding that he is employed as an administrative assistant to an executive in the production department of the business.

(c) As used to describe work of substantial importance to the management or operation of the business, the phrase "directly related to management policies or general business operations" is not limited to persons who participate in the formulation of management policies or in the operation of the business as a whole. Employees whose work is "directly related" to management policies or to general business operations include those work affects policy or whose responsibility it is to execute or carry it out. The phrase also includes a wide variety of persons who either carry out major assignments in conducting the operations of the business, or whose work affects business operations to a substantial degree, even though their assignments are tasks related to the operation of a particular segment of the business.

(1) It is not possible to lay down specific rules that will indicate the precise point at which work becomes of substantial importance to the management or operation of a business. It should be clear that the cashier of a bank performs work at a responsible level and may therefore be said to be performing work directly related to management policies or general business operations. On the other hand, the bank teller does not. Likewise it is clear that bookkeepers, secretaries, and clerks of various kinds hold the run-of-the-mine positions in any ordinary business and are not performing work directly related to management policies or general business operations. On the other hand, a tax consultant employed either by an individual company or by a firm of consultants is ordinarily doing work of substantial importance to the management or operation of a business.

(2) An employee performing routine clerical duties obviously is not performing work of substantial importance to the management or operation of the business even though he may exercise some measure of discretion and judgment as to the manner in which he performs his clerical tasks. A messenger boy who is entrusted with carrying large sums of money or securities cannot be said to be doing work of importance to the business even though serious consequences may flow from his neglect. An employee operating very expensive equipment may cause serious loss to his employer by the improper performance of his duties. An inspector, such as, for example, an inspector for an insurance company, may cause loss to his employer by the failure to perform his job properly. But such employees, obviously, are not performing work of such substantial importance to the management or operation of the business that it can be said to be "directly related to management policies or general business operations" as that phrase is used in § 541.2.

(3) Some firms employ persons whom they describe as "statisticians." If all such a person does, in effect, is to tabulate data, he is clearly not exempt. However, if such an employee makes analyses of data and draws conclusions which are important to the determination of, or which, in fact, determine financial, merchandising, or other policy, clearly he is doing work directly related to management policies or general business operations. Similarly, a personnel employee may be a clerk at a hiring window of a plant, or he may be a man who determines or effects personnel policies affecting all the workers in the establishment. In the latter case, he is clearly doing work directly related to management policies or general business operations. These examples illustrate the two extremes. In each case, between these extreme types there are many employees whose work may be of substantial importance to the management or operation of the business, depending upon the particular facts.

(4) Another example of an employee whose work may be important to the welfare of the business is a buyer of a particular article or equipment in an industrial plant or personnel commonly called assistant buyers in retail or service establishments. Where such work is of substantial importance to the management or operation of the business, even though it may be limited to purchasing for a particular department of the business, it is directly related to management policies or general business operations.

(5) The test of "directly related to management policies or general business operations" is also met by many persons employed as advisory specialists and consultants of various kinds, credit managers, safety directors, claim agents and adjusters, wage-rate analysts, tax experts, account executives of advertising agencies, customers' brokers in stock exchange firms, promotion men, and many others.

(6) It should be noted in this connection that an employer's volume of activities may make it necessary to employ a number of employees in some of these categories. The fact that there are a number of other employees of the same employer carrying out assignments of the same relative importance or performing identical work does not affect the determination of whether they meet this test so long as the work of each such employee is of substantial importance to the management or operation of the business.

(7) In the data processing field some firms employ persons described as systems analysts and computer programers. If such employees are concerned with the planning, scheduling, and coordination of activities which are required to develop systems for processing data to obtain solutions to complex business, scientific, or engineering problems of his employer or his employer's customers, he is clearly doing work directly related to management policies or general business operations.

(d) Under § 541.2 the "management policies or general business operations" may be those of the employer or the employer's customers. For example, many bona fide administrative employees perform important functions as advisers and consultants but are employed by a concern engaged in furnishing such services for a fee. Typical instances are tax experts, labor relations consultants, financial consultants, systems analysts, or resident buyers. Such employees, if they meet the other requirements of § 541.2, qualify for exemption regardless of whether the management policies or general business operations to which their work is directly related are those of their employer's clients or customers or those of their employer.

**Sec. 541.206 Primary duty.**

(a) The definition of "administrative" exempts only employees who are primarily engaged in the responsible work which is characteristic of employment in a bona fide administrative capacity. Thus, the employee must have as his primary duty office or nonmanual work directly related to management policies or general business operations of his employer or his employer's customers, or, in the case of "academic administrative personnel," the employee must have as his primary duty work that is directly related to academic administration or general academic operations of the school in whose operations he is employed.

(b) In determining whether an employee's exempt work meets the "primary duty" requirement, the principles explained in § 541.103 in the discussion of "primary duty" under the definition of "executive" are applicable.

**Sec. 541.207 Discretion and independent judgment.**

(a) In general, the exercise of discretion and independent judgment involves the comparison and the evaluation of possible courses of conduct and acting or making a decision after the various possibilities have been considered. The term as used in the regulations in subpart A of this part, more over, implies that the person has the authority or power to make an independent choice, free from immediate direction or supervision and with respect to matters of significance. (Without actually attempting to define the term, the courts have given it this meaning in applying it in particular cases. See, for example, Walling v. Sterling Ice Co., 69 F. Supp. 655, reversed on other grounds, 165 F. (2d) 265 (CCA 10). See also Connell v. Delaware Aircraft Industries, 55 Atl. (2d) 637.)

(b) The term must be applied in the light of all the facts involved in the particular employment situation in which the question arises. It has been most frequently misunderstood and misapplied by employers and employees in cases involving the following: (1) Confusion between the exercise of discretion and independent judgment, and the use of skill in applying techniques, procedures, or specific standards; and (2) misapplication of the term to employees making decisions relating to matters of little consequence.

(c) Distinguished from skills and procedures:

(1) Perhaps the most frequent cause of misapplication of the term "discretion and independent judgment" is the failure to distinguish it from the use of skill in various respects. An employee who merely applies his knowledge in following prescribed procedures or determining which procedure to follow, or who determines whether specified standards are met or whether an object falls into one or another of a number of definite grades, classes, or other categories, with or without the use of testing or measuring devices, is not exercising discretion and independent judgment within the meaning of § 541.2. This is true even if there is some leeway in reaching a conclusion, as when an acceptable standard includes a range or a tolerance above or below a specific standard.

(2) A typical example of the application of skills and procedures is ordinary inspection work of various kinds. Inspectors normally perform specialized work along standardized lines involving well-established techniques and procedures which may have been cataloged and described in manuals or other sources. Such inspectors rely on techniques and skills acquired by special training or experience. They may have some leeway in the performance of their work but only within closely prescribed limits. Employees of this type may make recommendations on the basis of the information they develop in the course of their inspections (as for example, to accept or reject an insurance risk or a product manufactured to specifications), but these recommendations are based on the development of the facts as to whether there is conformity with the prescribed standards. In such cases a decision to depart from the prescribed standards or the permitted tolerance is typically made by the inspector's superior. The inspector is engaged in exercising skill rather than discretion and independent judgment within the meaning of the regulations in Subpart A of this part.

(3) A related group of employees usually called examiners or graders perform similar work involving the comparison of products with established standards which are frequently cataloged. Often, after continued reference to the written standards, or through experience, the employee acquires sufficient knowledge so that reference to written standards is unnecessary. The substitution of the employee's memory for the manual of standards does not convert the character of the work performed to work requiring the exercise of discretion and independent judgment as required by the regulations in subpart A of this part. The mere fact that the employee uses his knowledge and experience does not change his decision, i.e. , that the product does or does not conform with the established standard, into a real decision in a significant matter.

(4) For example, certain "graders" of lumber turn over each "stick" to see both sides, after which a crayon mark is made to indicate the grade. These lumber grades are well established and the employee's familiarity with them stems from his experience and training. Skill rather than discretion and independent judgment is exercised in grading the lumber. This does not necessarily mean, however, that all employees who grade lumber or other commodities are not exercising discretion and independent judgment. Grading of commodities for which there are no recognized or established standards may require the exercise of discretion and independent judgment as contemplated by the regulations in subpart A of this part. In addition, in those situations in which an otherwise exempt buyer does grading, the grading even though routine work, may be considered exempt if it is directly and closely related to the exempt buying.

(5) Another type of situation where skill in the application of techniques and procedures is sometimes confused with discretion and independent judgment is the "screening" of applicants by a personnel clerk. Typically such an employee will interview applicants and obtain from them data regarding their qualifications and fitness for employment. These data may be entered on a form specially prepared for the purpose. The "screening" operation consists of rejecting all applicants who do not meet standards for the particular job or for employment by the company. The standards are usually set by the employee's superior or other company officials, and the decision to hire from the group of applicants who do meet the standards is similarly made by other company officials. It seems clear that such a personnel clerk does not exercise discretion and independent judgment as required by the regulations in subpart A of this part. On the other hand an exempt personnel manager will often perform similar functions; that is, he will interview applicants to obtain the necessary data and eliminate applicants who are not qualified. The personnel manager will then hire one of the qualified applicants. Thus, when the interviewing and screening are performed by the personnel manager who does the hiring they constitute exempt work, even though routine, because this work is directly and closely related to the employee's exempt functions.

(6) Similarly, comparison shopping performed by an employee of a retail store who merely reports to the buyer his findings as to the prices at which a competitor's store is offering merchandise of the same or comparable quality does not involve the exercise of discretion and judgment as required in the regulations. Discretion and judgment are exercised, however, by the buyer who evaluates the assistants' reports and on the basis of their findings directs that certain items be re-priced. When performed by the buyer who actually makes the decisions which affect the buying or pricing policies of the department he manages, the comparison shopping, although in itself a comparatively routine operation, is directly and closely related to his managerial responsibility.

(7) In the data processing field a systems analyst is exercising discretion and independent judgment when he develops methods to process, for example, accounting, inventory, sales, and other business information by using electronic computers. He also exercises discretion and independent judgment when he determines the exact nature of the data processing problem, and structures the problem in a logical manner so that a system to solve the problem and obtain the desired results can be developed. Whether a computer programer is exercising discretion and independent judgment depends on the facts in each particular case. Every problem processed in a computer first must be carefully analyzed so that exact and logical steps for its solution can be worked out. When this preliminary work is done by a computer programer he is exercising discretion and independent judgment. A computer programer would also be using discretion and independent judgment when he determines exactly what information must be used to prepare the necessary documents and by ascertaining the exact form in which the information is to be presented. Examples of work not requiring the level of discretion and judgment contemplated by the regulations are highly technical and mechanical operations such as the preparation of a flow chart or diagram showing the order in which the computer must perform each operation, the preparation of instructions to the console operator who runs the computer or the actual running of the computer by the programmer, and the debugging of a program. It is clear that the duties of data processing employees such as tape librarians, keypunch operators, computer operators, junior programers and programer trainees are so closely supervised as to preclude the use of the required discretion and independent judgment.

(d) Decisions in significant matters:

(1) The second type of situation in which some difficulty with this phrase has been experienced relates to the level or importance of the matters with respect to which the employee may make decisions. In one sense almost every employee is required to use some discretion and independent judgment. Thus, it is frequently left to a truckdriver to decide which route to follow in going from one place to another; the shipping clerk is normally permitted to decide the method of packing and the mode of shipment of small orders; and the bookkeeper may usually decide whether he will post first to one ledger rather than another.

Yet it is obvious that these decisions do not constitute the exercise of discretion and independent judgment of the level contemplated by the regulations in subpart A of this part. The divisions have consistently taken the position that decisions of this nature concerning relatively unimportant matters are not those intended by the regulations in subpart A of this part, but that the discretion and independent judgment exercised must be real and substantial, that is, they must be exercised with respect to matters of consequence. This interpretation has also been followed by courts in decisions involving the application of the regulations in this part, to particular cases.

(2) It is not possible to state a general rule which will distinguish in each of the many thousands of possible factual situations between the making of real decisions in significant matters and the making of choices involving matters of little or no consequence. It should be clear, however, that the term "discretion and independent judgment," within the meaning of the regulations in subpart A of this part, does not apply to the kinds of decisions normally made by clerical and similar types of employees. The term does apply to the kinds of decisions normally made by persons who formulate or participate in the formulation of policy within their spheres of responsibility or who exercise authority within a wide range to commit their employer in substantial respects financially or otherwise. The regulations in subpart A of this part, however, do not require the exercise of discretion and independent judgment at so high a level. The regulations in subpart A of this part also contemplate the kind of discretion and independent judgment exercised by an administrative assistant to an executive, who without specific instructions or prescribed procedures, arranges interviews and meetings, and handles callers and meetings himself where the executive's personal attention is not required. It includes the kind of discretion and independent judgment exercised by a customer's man in a brokerage house in deciding what recommendations to make to a customer for the purchase of securities. It may include the kind of descretion and judgment exercised by buyers, certain wholesale salesmen, representatives, and other contact persons who are given reasonable latitude in carrying on negotiation on behalf of their employers.

(e) Final decisions not necessary:

(1) The term "discretion and independent judgment" as used in the regulations in subpart A of this part does not necessarily imply that the decisions made by the employee must have a finality that goes with unlimited authority and a complete absence of review. The decisions made as a result of the exercise of discretion and independent judgment may consist of recommendations for action rather than the actual taking of action. The fact that an employee's decision may be subject to review and that upon occasion the decisions are revised or reversed after review does not mean that the employee is not exercising discretion and independent judgment within the meaning of the regulations in subpart A of this part. For example, the assistant to the president of a large corporation may regularly reply to correspondence addressed to the president. Typically, such an assistant will submit the more important replies to the president for review before they are sent out. Upon occasion, after review, the president may alter or discard the prepared reply and direct that another be sent instead. This section by the president would not, however, destroy the exempt character of the assistant's function, and does not mean that he does not exercise discretion and independent judgment in answering correspondence and in deciding which replies may be sent out without review by the president.

(2) The policies formulated by the credit manager of a large corporation may be subject to review by higher company officials who may approve or disapprove these policies. The management consultant who has made a study of the operations of a business and who has drawn a proposed change in organization, may have the plan reviewed or revised by his superiors before it is submitted to the client. The purchasing agent may be required to consult with top management officials before making a purchase commitment for raw materials in excess of the contemplated plant needs for a stated period, say 6 months. These employees exercise discretion and independent judgment within the meaning of the regulations despite the fact that their decisions or recommendations are reviewed at a higher level.

(f) Distinguished from loss through neglect: A distinction must also be made between the exercise of discretion and independent judgment with respect to matters of consequence and the cases where serious consequences may result from the negligence of an employee, the failure to follow instruction or procedures, the improper application of skills, or the choice of the wrong techniques. The operator of a very intricate piece of machinery, for example, may cause a complete stoppage of production or a breakdown of his very expensive machine merely by pressing the wrong button. A bank teller who is engaged in receipt and disbursement of money at a teller's window and in related routine bookkeeping duties may, by crediting the wrong account with a deposit, cause his employer to suffer a large financial loss. An inspector charged with responsibility for loading oil onto a ship may, by not applying correct techniques fail to notice the

presence of foreign ingredients in the tank with resulting contamination of the cargo and serious loss to his employer. In these cases, the work of the employee does not require the exercise of discretion and independent judgment within the meaning of the regulations in subpart A of this part.

(g) Customarily and regularly: The work of an exempt administrative employee must require the exercise of discretion and independent judgment customarily and regularly. The phrase "customarily and regularly" signifies a frequency which must be greater than occasional but which, of course, may be less than constant. The requirement will be met by the employee who normally and recurrently is called upon to exercise and does exercise discretion and independent judgment in the day-to-day performance of his duties. The requirement is not met by the occasional exercise of discretion and independent judgment.

**Sec. 541.208 Directly and closely related.**

(a) As indicated in § 541.202, work which is directly and closely related to the performance of the work described in § 541.2 is considered exempt work. Some illustrations may be helpful in clarifying the differences between such work and work which is unrelated or only remotely related to the work described in § 541.2.

(b) (1) For purposes of illustration, the case of a high-salaried management consultant about whose exempt status as an administrative employee there is no doubt will be assumed. The particular employee is employed by a firm of consultants and performs work in which he customarily and regularly exercises discretion and independent judgment. The work consists primarily of analyzing, and recommending changes in, the business operations of his employer's client. This work falls in the category of exempt work described in § 541.2.

(2) In the course of performing that work, the consultant makes extensive notes recording the flow of work and materials through the office and plant of the client. Standing alone or separated from the primary duty such notemaking would be routine in nature. However, this is work without which the more important work cannot be performed properly. It is "directly and closely related" to the administrative work and is therefore exempt work. Upon his return to the office of his employer the consultant personally types his report and draws, first in rough and then in final form, a proposed table of organization to be submitted with it. Although all this work may not be essential to the performance of his more important work, it is all directly and closely related to that work and should be considered exempt. While it is possible to assign the typing and final drafting to nonexempt employees and in fact it is frequently the practice to do so, it is not required as a condition of exemption that it be so delegated.

(3) Finally, if because this particular employee has a special skill in such work, he also drafts tables or organization proposed by other consultants, he would then be performing routine work wholly unrelated, or at best only remotely related, to his more important work. Under such conditions, the drafting is nonexempt.

(c) Another illustration is the credit manager who makes and administers the credit policy of his employer. Establishing credit limits for customers and authorizing the shipment of orders on credit, including the decisions to exceed or otherwise vary these limits in the case of particular customers, would be exempt work of the kind specifically described in § 541.2. Work which is directly and closely related to these exempt duties may include such activities as checking the status of accounts to determine whether the credit limit would be exceeded by the shipment of a new order, removing credit reports from the files for analysis and writing letters giving credit data and experience to other employers or credit agencies. On the other hand, any general office or bookkeeping work is nonexempt work. For instance, posting to the accounts receivable ledger would be only remotely related to his administrative work and must be considered nonexempt.

(d) One phase of the work of an administrative assistant to a bona fide executive or administrative employee provides another illustration. The work of determining whether to answer correspondence personally, call it to his superior's attention, or route it to someone else for reply requires the exercise of discretion and independent judgment and is exempt work of the kind described in § 541.2. Opening the mail for the purpose of reading it to make the decisions indicated will be directly and closely related to the administrative work described. However, merely opening mail and placing it unread before his superior or some other person would be related only remotely, if at all, to any work requiring the exercise of discretion and independent judgment.

(e) The following additional examples may also be of value in applying these principles. A traffic manager is employed to handle the company's transportation problems. The exempt work performed by

such an employee would include planning the most economical and quickest routes for shipping merchandise to and from the plant, contracting for common-carrier and other transportation facilities, negotiating with carriers for adjustments for damages to merchandise in transit and making the necessary rearrangements resulting from delays, damages, or irregularities in transit. This employee may also spend part of his time taking city orders (for local deliveries) over the telephone. The order-taking is a routine function not directly and closely related to the exempt work and must be considered nonexempt.

(f) An office manager who does not supervise two or more employees would not meet the requirements for exemption as an executive employee but may possibly qualify for exemption as an administrative employee. Such an employee may perform administrative duties, such as the executive of the employer's credit policy, the management of the company's traffic, purchasing, and other responsible office work requiring the customary and regular exercise of discretion and judgment, which are clearly exempt. On the other hand, this office manager may perform all the bookkeeping, prepare the confidential or regular payrolls, and send out monthly statements of account. These latter activities are not directly and closely related to the exempt functions and are not exempt.

**Sec. 541.209 Percentage limitations on nonexempt work.**

(a) Under § 541.2(d), an employee will not qualify for exemption as an administrative employee if he devotes more than 20 percent, or, in the case of an employee of a retail or service establishment if he devotes as much as 40 percent, of his hours worked in the workweek to nonexempt work; that is, to activities which are not directly and closely related to the performance of the work described in § 541.2 (a) through (c).

(b) This test is applied on a workweek basis and the percentage of time spent on nonexempt work is computed on the time worked by the employee.

(c) The tolerance for nonexempt work allows the performance of nonexempt manual or nonmanual work within the percentages allowed for all types of nonexempt work.

(d) Refer to § 541.112(b) for the definition of a retail or service establishment as this term is used in paragraph (a) of this section.

**Sec. 541.210 Trainees, administrative.**

The exemption is applicable to an employee employed in a bona fide administrative capacity and does not include emloyees training for employment in an administrative capacity who are not actually performing the duties of an administrative employee.

Sec. 541.211 Amount of salary or fees required.

(a) Except as otherwise noted in paragraphs (b) and (c) of this section, compensation on a salary or fee basis at a rate of not less than $155 a week, exclusive of board, lodging or other facilities, is required for exemption as an administrative employee. The requirement will be met if the employee is compensated biweekly on a salary basis of $310, semimonthly on a salary basis of $335.84, or monthly on a salary basis of $671.67.

(b) In Puerto Rico, the Virgin Islands, and American Samoa, the salary test for exemption as an administrative employee is $125 per week for other than an employee of the Federal Government.

(c) In the case of academic administrative personnel, the compensation requirement for exemption as an administrative employee may be met either by the payment described in paragraph (a) or (b) of this section, whichever is applicable, or alternatively by compensation on a salary basis in an amount which is at least equal to the entrance salary for teachers in the school system, or educational establishment or institution by which the employee is employed.

(d) The payment of the required salary must be exclusive of board, lodging, or other facilities; that is, free and clear. On the other hand, the regulations in subpart A of this part do not prohibit the sale of such facilities to administrative employees on a cash basis if they are negotiated in the same manner as similar transactions with other persons.

**Sec. 541.212 Salary basis.**

The explanation of the salary basis of payment made in § 541.118 in connection with the definition of "executive" is also applicable in the definition of "administrative."

**Sec. 541.213 Fee basis.**

The requirements for exemption as an administrative employee may be met by an employee who is compensated on a fee basis as well as by one who is paid on a salary basis. For a discussion of payment of a fee basis, see § 541.313.

**Sec. 541.214 Special proviso for high salaried administrative employees.**

(a) Except as otherwise noted in paragraph (b) of this section, § 541.2 contains a special proviso including within the definition of "administrative" an employee who is compensated on a salary or fee basis at a rate of not less than $250 per week exclusive of board, lodging, or other facilities, and whose primary duty consists of either the performance of office or nonmanual work directly related to management policies or general business operations of the employer or the employer's customers, or the performance of functions in the administration of a school system, or educational establishment or institution, or of a department or subdivision thereof, in work directly related to the academic instruction or training carried on therein, where the performance of such primary duty includes work requiring the exercise of discretion and independent judgment. Such a highly paid employee having such work as his or her primary duty is deemed to meet all the requirements in § 541.2 (a) through (e). If an employee qualifies for exemption under this provisio, it is not necessary to test the employee's qualifications in detail under § 541.2 (a) through (e).

(b) In Puerto Rico, the Virgin Islands, and American Samoa, the proviso of § 541.2(e) applies to those administrative employees other than an employee of the Federal Government who are compensated on a salary or fee basis or not less than $200 per week.

**Sec. 541.215 Elementary or secondary schools and other educational establishments and institutions.**

To be considered for exemption as employed in the capacity of academic administrative personnel, the employment must be in connection with the operation of an elementary or secondary school system, an institution of higher education, or other educational establishment or institution. Sections 3(v) and 3(w) of the Act define elementary and secondary schools as those day or residential schools which provide elementary or secondary education, as determined under State law. Under the laws of most States, such education includes the curriculums in grades 1 through 12; under many it includes also the introductory programs in kindergarten. Such education in some States may include also nursery school programs in elementary education and junior college curriculums in secondary education. Education above the secondary school level is in any event included in the programs of institutions of higher education. Special schools for mentally or physically handicapped or gifted children are included among the educational establishments in which teachers and academic administrative personnel may qualify for the administrative exemption, regardless of any classification of such schools as elementary, secondary, or higher. Also, for purposes of the exemption, no distinction is drawn between public or private schools. Accordingly, the classification for other purposes of the school system, or educational establishment or institution, is ordinarily not a matter requiring consideration in a determination of whether the exemption applies. If the work is that of a teacher or academic personnel as defined in the regulations, in such an educational system, establishment, or institution, and if the other requirement of the regulations, are met, the level of instruction involved and the status of the school as public or private or operated for profit or not for profit will not alter the availability of the exemption.

## Employee Employed in a Bona Fide Professional Capacity

**Sec. 541.300 General.**

The term "professional" is not restricted to the traditional professions of law, medicine, and theology. It includes those professions which have a recognized status and which are based on the acquirement of professional knowledge through prolonged study. It also includes the artistic professions, such as acting or music. Since the test of the bona fide professional capacity of such employment is different in character

from the test for persons in the learned professions, an alternative test for such employees is contained in the regulations, in addition to the requirements common to both groups.

**Sec. 541.301 Learned professions.**

(a) The "learned" professions are described in § 541.3(a)(1) as those requiring knowledge of an advanced type in a field of science or learning customarily acquired by a prolonged course of specialized intellectual instruction and study as distinguished from a general academic education and from an apprenticeship and from training in the performance of routine mental, manual, or physical processes.

(b) The first element in the requirement is that the knowledge be of an advanced type. Thus, generally speaking, it must be knowledge which cannot be attained at the high school level.

(c) Second, it must be knowledge in a field of science or learning. This serves to distinguish the professions from the mechanical arts where in some instances the knowledge is of a fairly advanced type, but not in a field of science or learning.

(d) The requisite knowledge, in the third place, must be customarily acquired by a prolonged course of specialized intellectual instruction and study. Here it should be noted that the word "customarily" has been used to meet a specific problem occurring in many industries. As is well known, even in the classical profession of law, there are still a few practitioners who have gained their knowledge by home study and experience. Characteristically, the members of the profession are graduates of law schools, but some few of their fellow professionals whose status is equal to theirs, whose attainments are the same, and whose word is the same did not enjoy that opportunity. Such persons are not barred from the exemption. The word "customarily" implies that in the vast majority of cases the specific academic training is a prerequisite for entrance into the profession. It makes the exemption available to the occasional lawyer who has not gone to law school, or the occasional chemist who is not the possessor of a degree in chemistry, etc., but it does not include the members of such quasi-professions as journalism in which the bulk of the employees have acquired their skill by experience rather than by any formal specialized training. It should be noted also that many employees in these quasi-professions may qualify for exemption under other sections of the regulations in subpart A of this part or under the alternative paragraph of the "professional" definition applicable to the artistic fields.

(e) (1) Generally speaking the professions which meet the requirement for a prolonged course of specialized intellectual instruction and study include law, medicine, nursing, accounting, actuarial computation, engineering, architecture, teaching, various types of physical, chemical, and biological sciences, including pharmacy and registered or certified medical technology and so forth. The typical symbol of the professional training and the best prima facie evidence of its possession is, of course, the appropriate academic degree, and in these professions an advanced academic degree is a standard (if not universal) prequisite. In the case of registered (or certified) medical technologists, successful completion of 3 academic years of preprofessional study in an accredited college or university plus a fourth year of professional course work in a school of medical technology approved by the Council of Medical Education of the American Medical Association will be recognized as a prolonged course of specialized intellectual instruction and study. Registered nurses have traditionally been recognized as professional employees by the Division in its enforcement of the act. Although, in some cases, the course of study has become shortened (but more concentrated), nurses who are registered by the appropriate State examining board will continue to be recognized as having met the requirement of § 541.3(a)(1) of the regulations.

(2) The areas in which professional exemptions may be available are expanding. As knowledge is developed, academic training is broadened, degrees are offered in new and diverse fields, specialties are created and the true specialist, so trained, who is given new and greater responsibilities, comes closer to meeting the tests. However, just as an excellent legal stenographer is not a lawyer, these technical specialists must be more than highly skilled technicians. Many employees in industry rise to executive or administrative positions by their natural ability and good commonsense, combined with long experience with a company, without the aid of a college education or degree in any area. A college education would perhaps give an executive or administrator a more cultured and polished approach but the necessary know-how for doing the executive job would depend upon the person's own inherent talent. The professional person, on the other hand, attains his status after a prolonged course of specialized intellectual instruction and study.

(f) Many accountants are exempt as professional employees (regardless of whether they are employed by public accounting firms or by other types of enterprises). (Some accountants may qualify for exemption as

bona fide administrative employees.) However, exemption of accountants, as in the case of other occupational groups (see § 541.308), must be determined on the basis of the individual employee's duties and the other criteria in the regulations. It has been the Divisions' experience that certified public accountants who meet the salary requirement of the regulations will, except in unusual cases, meet the requirements of the professional exemption since they meet the tests contained in § 541.3. Similarly, accountants who are not certified public accountants may also be exempt as professional employees if they actually perform work which requires the consistent exercise of discretion and judgment and otherwise meet the tests prescribed in the definition of "professional" employee. Accounting clerks, junior accountants, and other accountants, on the other hand, normally perform a great deal of routine work which is not an essential part of and necessarily incident to any professional work which they may do. Where these facts are found such accountants are not exempt. The title "Junior Accountant," however, is not determinative of failure to qualify for exemption any more than the title "Senior Accountant" would necessarily imply that the employee is exempt.

(g) (1) A requisite for exemption as a teacher is the condition that the employee is "employed and engaged" in this activity as a teacher in the school system, or educational establishment or institution by which he is employed.

(2) "Employed and engaged as a teacher" denotes employment and engagement in the named specific occupational category as a requisite for exemption. Teaching consists of the activities of teaching, tutoring, instructing, lecturing, and the like in the activity of imparting knowledge. Teaching personnel may include the following (although not necessarily limited to): Regular academic teachers' teachers of kindergarten or nursery school pupils or of gifted or handicapped children; teachers of skilled and semiskilled trades and occupations; teachers engaged in automobile driving instruction; aircraft flight instructors; home economics teachers; and vocal or instrumental music instructors. Those faculty members who are engaged as teachers but also spend a considerable amount of their time in extracurricular activities such as coaching athletic teams or acting as moderators or advisers in such areas as drama, forensics, or journalism are engaged in teaching. Such activities are a recognized part of the school's responsibility in contributing to the educational development of the student.

(3) Within the public schools of all the States, certificates, whether conditional or unconditional, have become a uniform requirement for employment as a teacher at the elementary and secondary levels. The possession of an elementary or secondary teacher's certificate provide a uniform means of identifying the individuals contemplated as being within the scope of the exemption provided by the statutory language and defined in § 541.3(a)(3) with respect to all teachers employed in public schools and those private schools who possess State certificates. However, the private schools of all the States are not uniform in requiring a certificate for employment as an elementary or secondary school teacher and teacher's certificates are not generally necessary for employment as a teacher in institutions of higher education or other educational establishments which rely on other qualification standards. Therefore, a teacher who is not certified but is engaged in teaching in such a school may be considered for exemption provided that such teacher is employed as a teacher by the employing school or school system and satisfies the other requirements of § 541.3.

(4) Whether certification is conditional or unconditional will not affect the determination as to employment within the scope of the exemption contemplated by this section. There is no standard terminology within the States referring to the different kinds of certificates. The meanings of such labels as permanent, standard, provisional, temporary, emergency, professional, highest standard, limited, and unlimited vary widely. For the purpose of this section, the terminology affixed by the particular State in designating the certificates does not affect the determination of the exempt status of the individual.

**Sec. 541.302 Artistic professions.**

(a) The requirements concerning the character of the artistic type of professional work are contained in § 541.3(a)(2). Work of this type is original and creative in character in a recognized field of artistic endeavor (as opposed to work which can be produced by a person endowed with general manual or intellectual ability and training), and the result of which depends primarily on the invention, imagination, or talent of the employee.

(b) The work must be "in a recognized field of artistic endeavor." This includes such fields as music, writing, the theater, and the plastic and graphic arts.

(c) (1) The work must be original and creative in character, as opposed to work which can be produced by a person endowed with general manual or intellectual ability and training. In the field of music there should be little difficulty in ascertaining the application of the requirement. Musicians, composers, conductors, soloists, all are engaged in original and creative work within the sense of this definition. In the plastic and graphic arts the requirement is, generally speaking, met by painters who at most are given the subject matter of their painting. It is similarly met by cartoonists who are merely told the title or underlying concept of a cartoon and then must rely on their own creative powers to express the concept. It would not normally be met by a peron who is employed as a copyist, or as an "animator" of motion-picture cartoons, or as a retoucher of photographs since it is not believed that such work is properly described as creative in character.

(2) In the field of writing the distinction is perhaps more difficult to draw. Obviously the requirement is met by essayists or novelists or scenario writers who choose their own subjects and hand in a finished piece of work to their employers (the majority of such persons are, of course, not employees but self-employed). The requirement would also be met, generally speaking, by persons holding the more responsible writing positions in advertising agencies.

(d) Another requirement is that the employee be engaged in work "the result of which depends primarily on the invention, imagination, or talent of the employee." This requirement is easily met by a person employed as an actor, or a singer, or a violinist, or a short-story writer. In the case of newspaper employees the distinction here is similar to the distinction observed above in connection with the requirement that the work be "original and creative in character." Obviously the majority of reporters do work which depends primarily on intelligence, diligence, and accuracy. It is the minority whose work depends primarily on "invention, imaging, or talent." On the other hand, this requirement will normally be met by actors, musicians, painters, and other artists.

(e) (1) The determination of the exempt or nonexempt status of radio and television announcers as professional employees has been relatively difficult because of the merging of the artistic aspects of the job with the commercial. There is considerable variation in the type of work performed by various announcers, ranging from predominantly routine to predominantly exempt work. The wide variation in earnings as between individual announcers, from the highly paid "name" announcer on a national network who is greatly in demand by sponsors to the staff announcer paid a comparatively small salary in a small station, indicates not only great differences in personality, voice and manner, but also in some inherent special ability or talent which, while extremely difficult to define, is nevertheless real.

(2) The duties which many announcers are called upon to perform include: Functioning as a master of ceremonies; playing dramatic, comedy, or straight parts in a program; interviewing; conducting farm, fashion, and home economics programs; covering public events, such as sports programs, in which the announcer may be required to ad lib and describe current changing events; and acting as narrator and commentator. Such work is generally exempt. Work such as giving station identification and time signals, announcing the names of programs, and similar routine work is nonexempt work. In the field of radio entertainment as in other fields of artistic endeavor, the status of an employee as a bona fide professional under § 541.3 is in large part dependent upon whether his duties are original and creative in character, and whether they require invention, imagination or talent. The determination of whether a particular announcer is exempt as a professional employee must be based upon his individual duties and the amount of exempt and nonexempt work performed, as well as his compensation.

(f) The field of journalism also employs many exempt as well as many nonexempt employees under the same or similiar job titles. Newspaper writers and reporters are the principal categories of employment in which this is found.

(1) Newspaper writers, with possible rare exceptions in certain highly technical fields, do not meet the requirements of § 541.3(a)(1) for exemption as professional employees of the "learned" type. Exemption for newspaper writers as professional employees is normally available only under the provisions for professional employees of the "artistic" type. Newspaper writing of the exempt type must, therefore, be "predominantly original and creative in character." Only writing which is analytical, interpretative or highly individualized is considered to be creative in nature. (The writing of fiction to the extent that it may be found on a newspaper would also be considered as exempt work.) Newspaper writers commonly performing work which is original and creative within the meaning of § 541.3 are editorial writers, columnists, critics, and "top-flight" writers of analytical and interpretative articles.

(2) The reporting of news, the rewriting of stories received from various sources, or the routine editorial work of a newspaper is not predominantly original and creative in character within the meaning of § 541.3

and must be considered as nonexempt work. Thus, a reporter or news writer ordinarily collects facts about news events by investigation, interview, or personal observation and writes stories reporting these events for publication, or submits the facts to a rewrite man or other editorial employees for story preparation. Such work is nonexempt work. The leg man, the reporter covering a police beat, the reporter sent out under specific instructions to cover a murder, fire, accident, ship arrival, convention, sport event, etc., are normally performing duties which are not professional in nature within the meaning of the act and§ 541.3.

(3) Incidental interviewing or investigation, when it is performed as an essential part of and is necessarily incident to an employee's professional work, however, need not be counted as nonexempt work. Thus, if a dramatic critic interviews an actor and writes a story around the interview, the work of interviewing him and writing the story would not be considered as nonexempt work. However, a dramatic critic who is assigned to cover a routine news event such as a fire or a convention would be doing nonexempt work since covering the fire or the convention would not be necessary and incident to his work as a dramatic critic.

**Sec. 541.303 Computer Related Occupations Under Public Law 101-583.**

(a) Pursuant to [PL 101-583 ] Public Law 101-583, enacted November 15, 1990, § 541.3(a)(4) provides that computer systems analysts, computer programmers, software engineers, or other similarly skilled workers in the computer software field are eligible for exemption as professionals under section 13(a)(1) of the Act. Employees who qualify for this exemption are highly-skilled in computer systems analysis, programming, or related work in software functions. Employees who perform these types of work have varied job titles. Included among the more common job titles are computer programmer, systems analyst, computer systems analyst, computer programmer analyst, applications programmer, applications systems analyst, applications systems analyst/programmer, software engineer, software specialist, systems engineer, and systems specialist. These job titles are illustrative only and the list is not intended to be all-inclusive. Further, because of the wide variety of job titles applied to computer systems analysis and programming work, job titles alone are not determinative of the applicability of this exemption.

(b) To be considered for exemption under § 541.3(a)(4), an employee's primary duty must consist of one or more of the following:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software, or system functional specifications;

(2) the design, development, documentation, analysis, creation, testing, or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications:

(3) the design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) a combination of the aforementioned duties, the performance of which requires the same level of skills.

(c) The exemption provided by § 541.3(a)(4) applies only to highly-skilled employees who have achieved a level of proficiency in the theoretical and practical application of a body of highly-specialized knowledge in computer systems analysis, programming, and software engineering, and does not include trainees or employees in entry level positions learning to become proficient in such areas or to employees in these computer-related occupations who have not attained a level of skill and expertise which allows them to work independently and generally without close supervision. The level of expertise and skill required to qualify for this exemption is generally attained through combinations of education and experience in the field. While such employees commonly have a bachelor's or higher degree, no particular academic degree is required for this exemption, nor are there any requirements for licensure or certifications, as is required for the exemption for the learned professions.

(d) The exemption does not include employees engaged in the operation of computers or in the manufacture, repair, or maintenance of computer hardware and related equipment. Employees whose work is highly dependent upon, or facilitated by, the use of computers and computer software programs, e.g., engineers, drafters, and others skilled in computer-aided design software like CAD/CAM, but who are not in computer systems analysis and programming occupations, are also excluded from this exemption.

(e) Employees in computer software occupations within the scope of this exemption, as well as those employees not within its scope, may also have managerial and administrative duties which may qualify the employees for exemption under § 541.1 or § 541.2 (see §§ 541.205(c)(7) and 541.207(c)(7) of this subpart).

**Sec. 541.304 Primary duty.**

(a) For a general explanation of the term "primary duty" see the discussion of this term under "executive" in § 541.103. See also the discussion under "administrative" in § 541.206.
(b) The "primary duty" of an employee as a teacher must be that of activity in the field of teaching. Mere certification by the State, or employment in a school will not suffice to qualify an individual for exemption within the scope of § 541.3(a)(3) if the individual is not in fact both employed and engaged as a teacher (see § 541.302(g)(2)). The words "primary duty" have the effect of placing major emphasis on the character of the employee's job as a whole. Therefore, employment and engagement in the activity of imparting knowledge as a primary duty shall be determinative with respect to employment within the meaning of the exemption as "teacher" in conjunction with the other requirements of § 541.3.

**Sec. 541.305 Discretion and judgment.**

(a) Under § 541.3 a professional employee must perform work which requires the consistent exercise of discretion and judgment in its performance.
(b) A prime characteristic of professional work is the fact that the employee does apply his special knowledge or talents with discretion and judgment. Purely mechanical or routine work is not professional.

**Sec. 541.306 Predominantly intellectual and varied.**

(a) Section 541.3 requires that the employee be engaged in work predominantly intellectual and varied in character as opposed to routine mental, manual, mechanical, or physical work. This test applies to the type of thinking which must be performed by the employee in question. While a doctor may make 20 physical examinations in the morning and perform in the course of his examinations essentially similar tests. It requires not only judgment and discretion on his part but a continual variety of interpretation of the tests to perform satisfactory work. Likewise, although a professional chemist may make a series of similar tests, the problems presented will vary as will the deductions to be made therefrom. The work of the true professional is inherently varied even though similar outward actions may be performed.
(b) Another example of this is the professional medical technologist who performs complicated chemical, microscopic, and bacteriological tests and procedures. In a large medical laboratory or clinic, the technologist usually specializes in making several kinds of related tests in areas such as microbiology, parasitology, biochemistry, hematology, histology, cytology, and nuclear medical technology. The technologist also does the blood banking. He will also conduct tests related to the examination and treatment of patients, or do research on new drugs, or on the improvement of laboratory techniques, or teach and perform administrative duties. The simple, routine, and preliminary tests are generally performed by laboratory assistants or technicians. However, technologists who work in small laboratories may perform tasks that are performed by nonexempt employees in larger establishments. This type of activity will not necessarily be considered nonexempt (see § 541.307).
(c) On the other hand, X-ray technicians have only limited opportunity for the exercise of independent discretion and judgment, usually performing their duties under the supervision of a more highly qualified employee. The more complex duties of interpretation and judgment in this field are performed by obviously exempt professional employees.

**Sec. 541.307 Essential part of and necessarily incident to.**

(a) Section 541.3(d), it will be noted, has the effect of including within the exempt work activities which are an essential part of and necessarily incident to the professional work described in § 541.3 (a) through (c). This provision recognizes the fact that there are professional employees whose work necessarily involves some of the actual routine physical tasks also performed by obviously nonexempt employees. For example, a chemist performing important and original experiments frequently finds it necessary to perform himself some of the most mental tasks in connection with the operation of his experiments, even though at times these menial tasks can be conveniently or properly assigned to laboratory assistants. See also the example of incidental interviewing or investigation in § 541.303(a)(3).
(b) It should be noted that the test of whether routine work is exempt work is different in the definition of "professional" from that in the definition of "executive" and "administrative." Thus, while routine work

will be exempt if it is "directly and closely related" to the performance of executive or administrative duties, work which is directly and closely related to the performance of the professional duties will not be exempt unless it is also "an essential part of and necessarily incident to" the professional work.

(c) Section 541.3(d) takes into consideration the fact that there are teaching employees whose work necessarily involves some of the actual routine duties and physical tasks also performed by nonexempt employees. For example, a teacher may conduct his pupils on a field trip related to the classroom work of his pupils and in connection with the field trip engage in activities such as driving a school bus and monitoring the behavior of his pupils in public restraurants. These duties are an essential part of and necessarily incident to his job as teacher. However, driving a school bus each day at the beginning and end of the schools day to pick up and deliver pupils would not be exempt type work.

**Sec. 541.308 Nonexempt work generally.**

(a) It has been the Divisions' experience that some employers erroneously believe that anyone employed in the field of accountancy, engineering, or other professional fields, will qualify for exemption as a professional employee by virtue of such employment. While there are many exempt employees in these fields, the exemption of an individual depends upon his duties and other qualifications.

(b) It is necessary to emphasize the fact that section 13(a)(1) exempts "any employee employed in a bona fide ... professional capacity." It does not exempt all employees of professional employers, or all employees in industries having large numbers of professional members, or all employees in any particular occupation. Nor does it exempt, as such those learning a profession. Moreover, it does not exempt persons with professional training, who are working in professional fields, but performing subprofessional or routine work. For example, in the field of library science there are large numbers of employees who are trained librarians but who, nevertheless, do not perform professional work or receive salaries commensurate with recognized professional status. The field of "engineering" has many persons with "engineer" titles, who are not professional engineers, as well as many who are trained in the engineering profession, but are actually working as trainees, junior engineers, or draftsmen.

**Sec. 541.309 20-percent nonexempt work limitation.**

Time spent in nonexempt work, that is, work which is not an essential part of and necessarily incident to the exempt work, is limited to 20 percent of the time worked by the employee in the workweek.

**Sec. 541.310 Trainees, professional.**

The exemption applies to an employee employed in a bona fide professional capacity and does not include trainees who are not actually performing the duties of a professional employee.

**Sec. 541.311 Amount of salary or fees required.**

(a) Except as otherwise noted in paragraphs (b) and (c) of this section, compensation on a salary or fee basis at a rate of not less than $170 per week, exclusive of board, lodging or other facilities, is required for exemption as a "professional employee." An employee will meet this requirement if paid a biweekly salary of $340, a semi monthly salary of $368.33 or a monthly salary of $736.67.

(b) In Puerto Rico, the Virgin Islands, and American Samoa the salary test for exemption as a "professional" for other than employees of the Federal Government is $150 per week.

(c) The payment of the compensation specified in paragraph (a) or (b) of this section is not a requisite for exemption in the case of employees exempted from this requirement by the proviso to § 541.3(e), as explained in § 541.314.

(d) The payment of the required salary must be exclusive of board, lodging, or other facilities; that is, free and clear. On the other hand, the regulations in subpart A of this part do not prohibit the sale of such facilities to professional employees on a cash basis if they are negotiated in the same manner as similar transactions with other persons.

**Sec. 541.312 Salary basis.**

The salary basis of payment is explained in § 541.118 in connection with the definition of "executive." Pursuant to [PL 101-583 ] Public Law 101-583, enacted November 15, 1990, payment "on a salary basis" is not a requirement for exemption in the case of those employees in computer-related occupations, as defined in § 541.3(a)(4) and § 541.303, who otherwise meet the requirements of § 541.3 and who are paid on an hourly basis if their hourly rate of pay exceeds 61/2 times the minimum wage provided by section 6 of the Act.

**Sec. 541.313 Fee basis.**

(a) The requirements for exemption as a professional (or administrative) employee may be met by an employee who is compensated on a fee basis as well as by one who is paid on a salary basis.

(b) Little or no difficulty arises in determining whether a particular employment arrangement involves payment on a fee basis. Such arrangements are characterized by the payment of an agreed sum for a single job regardless of the time required for its completion. These payments in a sense resemble piecework payments with the important distinction that generally speaking a fee payment is made for the kind of job which is unique rather than for a series of jobs which are repeated an indefinite number of times and for which payment on an identical basis is made over and over again. Payments based on the number of hours or days worked and not on the accomplishment of a given single task are not considered payments on a fee basis. The type of payment contemplated in the regulations in subpart A of this part is thus readily recognized.

(c) The adequacy of a fee payment. Whether it amounts of payment at a rate of not less than $170 per week to a professional employee or at a rate of not less than $155 per week to an administrative employee can ordinarily be determined only after the time worked on the job has been determined. In determining whether payment is at the rate specified in the regulations in subpart A of this part the amount paid to the employee will be tested by reference to a standard workweek of 40 hours. Thus compliance will be tested in each case of a fee payment by determining whether the payment is at a rate which would amount to at least $170 per week to a professional employee or at a rate of not less than $155 per week to an administrative employee if 40 hours were worked.

(d) The following examples will illustrate the principle stated above:

(1) A singer receives $50 for a song on a 15-minute program (no rehearsal time is involved). Obviously the requirement will be met since the employee would earn $170 at this rate of pay in far less than 40 hours.

(2) An artist is paid $100 for a picture. Upon completion of the assignment, it is determined that the artist worked 20 hours. Since earnings at this rate would yield the artist $200 if 40 hours were worked, the requirement is met.

(3) An illustrator is assigned the illustration of a pamphlet at a fee of $150. When the job is completed, it is determined that the employee worked 60 hours. If the employee worked 40 hours at this rate, the employee would have earned only $100. The fee payment of $150 for work which required 60 hours to complete therefore does not meet the requirement of payment at a rate of $170 per week and the employee must be considered nonexempt. It follows that if in the performance of this assignment the illustrator worked in excess of 40 hours in any week, overtime rates must be paid. Whether or not the employee worked in excess of 40 hours in any week, records for such an employee would have to be kept in accordance with the regulations covering records for nonexempt employees (part 516 of this chapter).

**Sec. 541.314 Exception for physicians, lawyers, and teachers.**

(a) A holder of a valid license or certificate permitting the practice of law or medicine or any of their branches, who is actually engaged in practicing the profession, or a holder of the requisite academic degree for the general practice of medicine who is engaged in an internship or resident program pursuant to the practice of his profession, or an employee employed and engaged as a teacher in the activity of imparting knowledge, is excepted from the salary or fee requirement. This exception applies only to the traditional professions of law, medicine, and teaching and not to employees in related professions which merely serve these professions.

(b) In the case of medicine:

(1) The exception applies to physicians and other practitioners licensed and practicing in the field of medical science and healing or any of the medical specialities practiced by physicians or practitioners. The term physicians means medical doctors including general practitioners and specialists, and osteopathic physicians (doctors of osteopathy). Other practitioners in the field of medical science and healing may include podiatrists (sometimes called chiropodists), dentists (doctors of dental medicine), optometrists (doctors of optometry or bachelors of science in optometry).

(2) Physicians and other practitioners included in paragraph (b)(1) of this section, whether or not licensed to practice prior to commencement of an internship or resident program, are excepted from the salary or fee requirement during their internship or resident program, where such a training program is entered upon after the earning of the appropriate degree required for the general practice of their profession.

(c) In the case of medical occupations, the exception from the salary or fee requirement does not apply to pharmacists, nurses, therapists, technologists, sanitarians, dietitians, social workers, psychologists, psychometrists, or other professions which service the medical profession.

**Sec. 541.315 Special proviso for high salaried professional employees.**

(a) Except as otherwise noted in paragraph (b) of this section, the definition of "professional" contains a special proviso for employees who are compensated on a salary or fee basis at a rate of at least $250 per week exclusive of board, lodging, or other facilities. Under this proviso, the requirements for exemption in § 541.3 (a) through (e) will be deemed to be met by an employee who receives the higher salary or fees and whose primary duty consists of the performance of work requiring knowledge of an advanced type in a field of science or learning, or work as a teacher in the activity of imparting knowledge, which includes work requiring the consistent exercise of discretion and judgment, or consists of the performance of work requiring invention, imagination, or talent in a recognized field of artistic endeavor. Thus, the exemption will apply to highly paid employees employed either in one of the "learned" professions or in an "artistic" profession and doing primarily professional work. If an employee qualifies for exemption under this proviso, it is not necessary to test the employee's qualifications in detail under § 541.3 (a) through (e).

(b) In Puerto Rico, the Virgin Islands, and American Samoa the second proviso of § 541.3(e) applies to those "professional" employees (other than employees of the Federal government) who are compensated on a salary or fee basis of not less than $200 per week.

## Employee Employed in the Capacity of Outside Salesman

**Sec. 541.500 Definition of "outside salesman."**

Section 541.5 defines the term "outside salesman" as follows: The term "employee employed ... in the capacity of outside salesman" in section 13(a)(1) of the Act shall mean any employee:

(a) Who is employed for the purpose of and who is customarily and regularly engaged away from his employer's place or places of business in:

(1) Making sales within the meaning of section 3(k) of the Act; or

(2) Obtaining orders or contracts for services or for the use of facilities for which a consideration will be paid by the client or customer; and

(b) Whose hours of work of a nature other than that described in paragraph (a) (1) or (2) of this section do not exceed 20 percent of the hours worked in the workweek by nonexempt employees of the employers: Provided, That work performed incidental to and in conjunction with the employee's own outside sales or soliciations, including incidental deliveries and collections, shall not be regarded as nonexempt work.

**Sec. 541.501 Making sales or obtaining orders.**

(a) Section 541.5 requires that the employee be engaged in: (1) Making sales within the meaning of section 3(k) of the Act, or (2) obtaining orders or contracts for services or for the use of facilities.

(b) Generally speaking, the divisions have interpreted section 3(k) of the Act to include the transfer of title to tangible property, and in certain cases, of tangible and valuable evidences of intangible property. Thus sales of automobiles, coffee, shoes, cigars, stocks, bonds, and insurance are construed as sales within the

meaning of section 3(k). (Section 3(k) of the Act states that "sale" or "sell" includes any sale, exchange, contract to sell, consignment for sale, shipment for sale, or other disposition.)

(c) It will be noted that the exempt work includes not only the sales of commodities, but also "obtaining orders or contracts for services or for the use of facilities for which a consideration will be paid by the client or customer." "Obtaining orders or ...for the use of facilities" includes the selling of time on the radio, the solicitation of advertising for newspapers and other periodicals and the solicitation of freight for railroads and other transportation agencies.

(d) The word "services" extends the exemption as outside salesmen to employees who sell or take orders for a service, which is performed for the customer by someone other than the person taking the order. For example, it includes the salesman of a typewriter repair service who does not himself do the repairing. It also includes otherwise exempt outside salesmen who obtain orders for the laundering of the customer's own linens as well as those who obtain orders for the rental of the laundry's linens.

(e) The inclusion of the word "services" is not intended to exempt persons who, in a very loose sense, are sometimes described as selling "services". For example, it does not include persons such as servicemen even though they may sell the service which they themselves perform. Selling the service in such cases would be incidental to the servicing rather than the reverse. Nor does it include outside buyers, who in a very loose sense are sometimes described as selling their employer's "service" to the person from whom they obtain their goods. It is obvious that the relationship here is the reverse of that of salesman-customer.

**Sec. 541.502 Away from his employer's place of business.**

(a) Section 541.5 requires that an outside salesman be customarily and regularly engaged "away from his employer's place or places of business". This requirement is based on the obvious connotation of the word "outside" in the term "outside salesman". It would obviously lie beyond the scope of the Administrator's authority that "outside salesman" should be construed to include inside salesmen. Inside sales and other inside work (except such as is directly in conjunction with and incidental to outside sales and solicitations, as explained in paragraph (b) of this section) is nonexempt.

(b) Characteristically the outside salesman is one who makes his sales at his customer's place of business. This is the reverse of sales made by mail or telephone (except where the telephone is used merely as an adjunct to personal calls). Thus any fixed site, whether home or office, used by a salesman as a headquarters or for telephonic solicitation of sales must be construed as one of his employer's places of business, even though the employer is not in any formal sense the owner or tenant of the property. It should not be inferred from the foregoing that an outside salesman loses his exemption by displaying his samples in hotel sample rooms as he travels from city to city; these sample rooms should not be considered as his employer's places of business.

**Sec. 541.503 Incidental to and in conjunction with sales work.**

Work performed "incidental to and in conjunction with the employee's own outside sales or solicitation" includes not only incidental deliveries and collections which are specifically mentioned in § 541.5(b), but also any other work performed by the employee in furthering his own sales efforts. Work performed incidental to and in conjunction with the employee's own outside sales or solicitations would include, among other things, the writing of his sales reports, the revision of his own catalog, the planning of his itinerary and attendance at sales conferences.

**Sec. 541.504 Promotion work.**

(a) Promotion work is one type of activity often performed by persons who make sales, which may or may not be exempt work, depending upon the circumstances under which it is performed. Promotion men are not exempt as "outside salesmen." (This discussion relates solely to the exemption under § 541.5, dealing with outside salesmen. Promotion men who receive the required salary and otherwise qualify may be exempt as administrative employees.) However, any promotional work which is actually performed incidental to and in conjunction with an employee's own outside sales or solicitations is clearly exempt work. On the other hand, promotional work which is incidental to sales made, or to be made, by someone else cannot be considered as exempt work. Many persons are engaged in certain combinations of sales and promotional work or in certain types of promotional work having some of the characteristics of sales work

while lacking others. The types of work involved include activities in borderline areas in which it is difficult to determine whether the work is sales or promotional. Where the work is promotional in nature it is sometimes difficult to determine whether it is incidental to the employee's own sales work.

(b) (1) Typically, the problems presented involve distribution through jobbers (who employ their own salesmen) or through central warehouses of chainstore organizations or cooperative retail buying associations. A manufacturer's representative in such cases visits the retailer, either alone or accompanied by the jobber's salesman. In some instances the manufacturer's representative may sell directly to the retailer; in others, he may urge the retailer to buy from the jobber.

(2) This manufacturer's representative may perform various types of promotional activities such as putting up displays and posters, removing damaged or spoiled stock from the merchant's shelves or rearranging the merchandise. Such persons can be considered salesmen only if they are actually employed for the purpose of and are engaged in making sales or contracts. To the extent that they are engaged in promotional activities designed to stimulate sales which will be made by someone else the work must be considered nonexempt. With such variations in the methods of selling and promoting sales each case must be decided upon its facts. In borderline cases the test is whether the person is actually engaged in activities directed toward the consummation of his own sales, at least to the extent of obtaining a commitment to buy from the person to whom he is selling. If his efforts are directed toward stimulating the sales of his company generally rather than the consummation of his own specific sales his activities are not exempt. Incidental promotional activities may be tested by whether they are "performed incidental to and in conjunction with the employee's own outside sales or solicitations" or whether they are incidental to sales which will be made by someone else.

(c) (1) A few illustrations of typical situations will be of assistance in determining whether a particular type of work is exempt or nonexempt under § 541.5. One situation involves a manufacturer's representative who visits the retailer for the purpose of obtaining orders for his employer's product, but transmits any orders he obtains to the local jobber to be filled. In such a case the employee is performing sales work regardless of the fact that the order is filled by the jobber rather than directly by his own employer. The sale in this instance has been "consummated" in the sense that the salesman has obtained a commitment from the customer.

(2) Another typical situation involves facts similar to those described in the preceding illustration with the difference that the jobber's salesman accompanies the representative of the company whose product is being sold. The order in this instance is taken by the jobber's salesman after the manufacturer's representative has done the preliminary work which may include arranging the stock, putting up a display or poster, and talking to the retailer for the purpose of getting him to place the order for the product with the jobber's salesman. In this instance the sale is consummated by the jobber's salesman. The work performed by the manufacturer's representative is not incidental to sales made by himself and is not exempt work. Moreover, even if in a particular instance the sale is consummated by the manufacturer's representative it is necessary to examine the nature of the work performed by the representative to determine whether his promotional activities are directed toward paving the way for his own present and future sales, or whether they are intended to stimulate the present and future sales of the jobber's salesman. If his work is related to his own sales it would be considered exempt work, while if it is directed toward stimulating sales by the jobber's representative it must be considered nonexempt work.

(3) Another type of situation involves representatives employed by utility companies engaged in furnishing gas or electricity to consumers. In a sense these representatives are employed for the purpose of "selling" the consumer an increased volume of the product of the utility. This "selling" is accomplished indirectly by persuading the consumer to purchase appliances which will result in a greater use of gas or electricity. Different methods are used by various companies. In some instances the utility representative after persuading the consumer to install a particular appliance may actually take the order for the appliance which is delivered from stock by his employer, or he may forward the order to an appliance dealer who then delivers it. In such cases the sales activity would be exempt, since it is directed at the consummation of a specific sale by the utility representative, the employer actually making the delivery in the one case, while in the other the sale is consummated in the sense that the representative obtains an order or commitment from the customer. In another type of situation the utility representative persuades the consumer to buy the appliance and he may even accompany the consumer to an appliance store where the retailer shows the appliance and takes the order. In such instances the utility representative is not an outside salesman since he does not consummate the sale or direct his efforts toward making the sale himself. Similarly, the utility

representative is not exempt as an outside salesman if he merely persuades the consumer to purchase an appliance and the consumer then goes to an appliance dealer and places his order.

(4) Still another type of situation involves the company representative who visits chainstores, arranges the merchandise on shelves, replenishes stock by replacing old with new merchandise, consults with the manager as to the requirements of the store, fills out a requisition for the quantity wanted and leaves it with the store manager to be transmitted to the central warehouse of the chainstore company which later ships the quantity requested. The arrangement of merchandise on the shelves or the replenishing of stock is not exempt work unless it is incidental to and in conjunction with the employee's own outside sales. Since the manufacturer's representative in this instance does not consummate the sale nor direct his efforts toward the consummation of a sale (the store manager often has no authority to buy) this work must be counted as nonexempt.

**Sec. 541.505 Driver salesmen**

(a) Where drivers who deliver to an employer's customers the products distributed by the employer also perform functions concerned with the selling of such products, and questions arise as to whether such an employee is employed in the capacity of outside salesman, all the facts bearing on the content of the job as a whole must be scrutinized to determine whether such an employee is really employed for the purpose of making sales rather than for the service and delivery duties which he performs and, if so, whether he is customarily and regularly engaged in making sales and his performance of nonexempt work is sufficiently limited to come within the tolerance permitted by § 541.5. The employee may qualify as an employee employed in the capacity of outside salesman if, and only if, the facts clearly indicate that he is employed for the purpose of making sales and that he is customarily and regularly engaged in such activity within the meaning of the act and this part. As in the case of outside salesmen whose jobs do not involve delivery of products to customers, the employee's chief duty or primary function must be the making of sales or the taking of orders if he is to qualify under the definition in § 541.5. He must be a salesman by occupation. If he is, all work that he performs which is actually incidental to and in conjunction with his own sales effort is exempt work. All other work of such an employee is nonexempt work. A determination of an employee's chief duty or primary function must be made in terms of the basic character of the job as a whole. All of the duties performed by an employee must be considered. The time devoted to the various duties is an important, but not necessarily controlling, element.

(b) Employees who may perform a combination of selling or sales promotion activities with product deliveries are employed in a number of industries. Distributors of carbonated beverages, beer, bottled water, food and dairy products of various kinds, cigars and other nonfood products commonly utilize such employees, variously known as routemen, route drivers, route salesmen, dealer salesmen, distributor salesmen, or driver salesmen. Some such emloyees deliver at retail to customers' homes; others deliver on wholesale routes to such customers as retail stores, restaurants, hospitals, hotels, taverns, and other business establishments. Whether such an employee qualifies as an outside salesman under the regulations depends, as stated in paragraph (a) of this section, on the content of the job as a whole and not on its title or designation or the kind of business in which the employer is engaged. Hearings in 1964 concerning the application of § 541.5 to such employees demonstrated that there is great variation in the nature and extent of sales activity and its significance as an element of the job, as among drivers whose duties are performed with respect to different products or different industries and also among drivers engaged in the same industry in delivering products to different types of customers. In some cases the facts may make it plain that such an employee is employed for the purpose of making sales; in other cases the facts are equally clear that he is employed for another purpose. Thus, there is little question that a routeman who provides the only sales contact between the employer and the customers, who calls on customers and takes orders for products which he delivers from stock in his vehicle or procures and delivers to the customer on a later trip, and who receives compensation commensurate with the volume of products sold, is employed for the purpose of making sales. It is equally clear, on the other hand, that a routeman whose chief duty is to transport products sold by the employer through vending machines and to keep such machines stocked, in good operating condition, and in good locations, is not selling his employer's product or employed for the purpose of making sales but is employed for purposes which, although important to the promotion of sales to customers using the machines, plainly cannot characterize the employee as a salesman by occupation. In other cases there may be more difficulty in determining whether the employee is employed for the purpose of making sales within the meaning of this part. The facts in such cases must be weighed in the light of the

principles stated in paragraph (a) of this section, giving due consideration to the factors discussed in subsequent paragraphs of this section.

(c) One source of difficulty in determining the extent to which a route driver may actually be engaged in making sales arises from the fact that such a driver often calls on established customers day after day or week after week, delivering a quantity of his employer's products at each call. Plainly, such a driver is not making sales when he delivers orders to customers to whom he did not make the initial sale in amounts which are exactly or approximately prearranged by customer or contractual arrangement or in amounts specified by the customer and not significantly affected by solicitations of the customer by the delivering driver. Making such deliveries, as well as recurring deliveries the amounts of which are determined by the volume of sales by the customer since the previous delivery rather than by any sales effort of the driver, do not qualify the driver as an outside salesman nor are such deliveries and the work incident thereto directly to the making or soliciting of sales by the driver so as to be considered exempt work. On the other hand, route drivers are making sales when they actually obtain or solicit, at the stops on their routes, orders for their employer's products from persons who have authority to commit the customer for purchases. A driver who calls on new prospects for customers along his route and attempts to convince them of the desirability of accepting regular delivery of goods is likewise engaged in sales activity and is making sales to those from whom he obtains a commitment. Also, a driver salesman calling on established customers on his route, carrying an assortment of the articles which his employer sells, may be making sales by persuading regular customers to accept delivery of increased amounts of goods or of new products, even though the initial sale or agreement for delivery of the employer's products may have been made by someone else. Work which is performed incidental to and in conjunction with such sales activities will also be considered exempt work, provided such solicitation of the customer is frequent and regular. Incidental activities include loading the truck with the goods to be sold by the driver salesman, driving the truck, delivering the products sold, removing empty containers for return to the employer, and collecting payment for the goods delivered.

(d) Neither delivery of goods sold by others nor sales promotion work as such constitutes making sales within the meaning of § 541.5; delivery men and promotion men are not employed in the capacity of outside salesmen for purposes of section 13(a)(1) of the act although both delivery work and promotion work are exempt salesman as an incident to his own sales or efforts to sell. The distinction between the making of sales and the promotion of sales is explained in more detail in the discussion and illustrations contained in § 541.504. Under the principles there stated a route driver, just as any other employee, must have as his chief duty and primary function the making of sales in the sense of obtaining and soliciting commitments to buy from the persons upon whom he calls if he is to qualify under the regulations as an employee employed in the capacity of outside salesman. For this reason, a route driver primarily engaged in making deliveries to his employer's customers and performing activities intended to promote sales by customers, including placing point-of-sale and other advertising materials, price stamping commodities, arranging merchandise on shelves or in coolers or cabinets, rotating stock according to date, and cleaning and otherwise servicing display cases, is not employed in the capacity of an outside salesman by reason of such work. Such work is nonexempt work for purposes of this part unless it is performed as an incident to or in conjunction with sales actually made by the driver to such customers. If the driver who performs such functions actually takes orders or obtains commitments from such customers for the products which he delivers, and the performance of the promotion work is in furtherance of his own sales efforts, his activities for that purpose in the customer's establishment would be exempt work.

(e) As indicated in paragraph (a) of this section, whether a route driver can qualify as an outside salesman depends on the facts which establish the content of his job as a whole. Accordingly, in borderline cases a determination of whether the driver is actually employed for the purpose of, is customarily and regularly engaged in, and has as his chief duty and primary function the making of sales, may involve consideration of such factors as a comparison of his duties with those of other employees engaged as (1) truckdrivers and (2) salesmen; possession of a salesman's or solicitor's license when such license is required by law or ordinances; presence or absence of customary or contractual prearrangements concerning amounts of products to be delivered; description of the employee's occupation in union contracts; the employer's specifications as to qualifications for hiring; sales training; attendance at sales conferences; method of payment; proportion of earnings directly attributable to sales effort; and other factors that may have a bearing on the relationship to sales of the employee's work. However, where it is clear that an employee performs nonexempt work in excess of the amount permitted by § 541.5, he would be nonexempt in any event and consideration of such factors as the foregoing would not be pertinent.

(f) The following examples will further illustrate the factual situations in which, under the principles discussed previously in this section, routemen engaged in recurrent deliveries of goods may qualify or may fail to qualify for exemption as outside salesmen.

(1) A retail routeman who regularly calls on established retail customers to deliver goods of generally prearranged amounts and kinds may also exert considerable effort not only to keep such customers satisfied to continue their orders for such goods but also to make such customers aware of other products which he would like to sell to them and to offer to take orders for such products or for increased amounts of the products which he is already delivering to the customer. In addition, he may call at prospective retail customers' homes for the purpose of persuading such persons to order the goods which he sells. A routeman who customarily and regularly calls on customers for these purposes and takes orders from them for products which he delivers to them, in addition to those products for which delivery has been prearranged, who is in practical effect his employer's exclusive sales contact with such customers, and whose earnings are in large part directly attributable to sales made to such customers, will be considered to be employed in the capacity of outside salesman and within the exemption provided by section 13(a)(1) of the Act if he does not perform nonexempt work in excess of the tolerance permitted by § 541.5.

(2) A routeman who calls on retail stores which are among his employer's established customers may also qualify for exemption as an outside salesman notwithstanding the goods he delivers to them are of kinds and in amounts which are generally prearranged. Other facts may show that making sales is his chief duty and primary function and that he is customarily and regularly engaged in performing this function. Thus, such a routeman whose regular calls on established customers involve not only delivery of prearranged items but also active efforts to persuade such customers to continue or increase their orders for such goods and to solicit their orders for other kinds of products which he offers for sale, who also calls on retail stores which are prospective customers, talks to persons who are authorized to order goods for such stores, and solicits orders from them for the goods which he sells, and whose compensation is based primarily on the volume of sales attributable to his efforts, will be considered exempt as an outside salesman if he does not perform nonexempt work in excess of the tolerance permitted by § 541.5.

(3) If a routeman delivers goods to branch business establishments whose personnel have no authority to place orders or make commitments with respect to the kinds and amounts of such goods, and if the kinds and amounts of goods delivered are not determined pursuant to orders placed by the authorized personnel of the customer's enterprise as a result of sales solicitation by the routeman, it is clear that the routeman's calls on such branch establishments are not a part of the making of sales by him or incidental to sales made by him. If such work is his chief duty or primary function or if he spends a greater proportion of the workweek in such work than is allowed for nonexempt work under § 541.5, such a routeman cannot qualify for exemption as an "outside salesman".

(4) A routeman who delivers to supermarkets after the enterprise has been persuaded, by a salesman of the routeman's employer, to accept delivery of goods, and whose functions other than such deliveries are primarily to arrange merchandise, rotate stocks, place point- of-sale and other advertising materials, and engage in other activities which are intended to promote sales by the supermarkets of the goods he has delivered, is not employed primarily for the purpose of selling and is not customarily and regularly engaged in making sales. Rather, he is employed primarily to deliver goods and to perform activities in the supermarkets of a nature usually performed by store employees not employed as salesmen. Such a routeman is not employed in the capacity of outside salesman within the exemption provided by section 13(a)(1).

(5) Some employees are engaged in a combination of activities involving delivery, the selling of services, and the performance of the services. For example, some drivers call on customers for the purpose of selling pesticides and, if a sale is consummated, applying the pesticides on the customer's property. Such employees, like those referred to in § 541.501(e), are not exempt as outside salesmen. They are primarily engaged in delivery or service functions, not in outside selling.

**Sec. 541.506 Nonexempt work generally.**

Nonexempt work is that work which is not sales work and is not performed incidental to and in conjunction with the outside sales activities of the employee. It includes outside activities like meter-reading, which are not part of the sales process. Inside sales and all work incidental thereto are also nonexempt work. So is clerical warehouse work which is not related to the employee's own sales. Similarly, the training of other salesmen is not exempt as outside sales work, with one exception. In some concerns it is the custom for the

salesman to be accompanied by the trainee while actually making sales. Under such circumstances it appears that normally the trainer-salesman and the trainee make the various sales jointly, and both normally receive a commission thereon. In such instances, since both are engaged in making sales, the work of both is considered exempt work. However, the work of a helper who merely assists the salesman in transporting goods or samples and who is not directly concerned with effectuating the sale is nonexempt work.

**Sec. 541.507 20-percent limitation on nonexempt work.**

Nonexempt work in the definition of "outside salesman" is limited to "20 percent of the hours worked in the workweek by nonexempt employees of the employer." The 20 percent is computed on the basis of the hours worked by nonexempt employees of the employer who perform the kind of nonexempt work performed by the outside salesman. If there are no employees of the employer performing such nonexempt work, the base to be taken is 40 hours a week, and the amount of nonexempt work allowed will be 8 hours a week.

**Sec. 541.508 Trainees, outside salesmen.**

The exemption is applicable to an employee employed in the capacity of outside salesman and does not include employees training to become outside salesmen who are not actually performing the duties of an outside salesman (see also § 541.506).

## Special Problems

**Sec. 541.600 Combination exemptions.**

(a) The divisions' position under the regulations in subpart A of this part permits the "tacking" of exempt work under one section of the regulations in subpart A to exempt work under another section of those regulations, so that a person who, for example, performs a combination of executive and professional work may qualify for exemption. In combination exemptions, however, the employee must meet the stricter of the requirements on salary and nonexempt work. For instance, if the employee performs a combination of an executive's and an outside salesman's function (regardless of which occupies most of his time) he must meet the salary requirement for executives. Also, the total hours of nonexempt work under the definition of "executive" together with the hours of work which would not be exempt if he were clearly an outside salesman, must not exceed either 20 percent of his own time or 20 percent of the hours worked in the workweek by the nonexempt employees of the employer, whichever is the smaller amount.

(b) Under the principles in paragraph (a) of this section combinations of exemptions under the other sections of the regulations in subpart A of this part are also permissible. In short, under the regulations in subpart A, work which is "exempt" under one section of the regulations in subpart A will not defeat the exemption under any other section.

**Sec. 541.601 Special provision for motion picture producing industry.**

Under § 541.5a, the requirement that the employee be paid "on a salary basis" does not apply to an employee in the motion picture producing industry who is compensated at a base rate of at least $250 a week (exclusive of board, lodging, or other facilities). Thus, an employee in this industry who is otherwise exempt under §§ 541.1, 541.2, or § 541.3 and who is employed at a base rate of at least $250 a week is exempt if he is paid at least prorata (based on a week of not more than 6 days) for any week when he does not work a full workweek for any reason. Moreover, an otherwise exempt employee in this industry qualifies for exemption if he is employed at a daily rate under the following circumstances: (a) The employee is in a job category for which a weekly base rate is not provided and his daily base rate would yield at least $250 if 6 days were worked; or (b) the employee is in a job category having a weekly base rate of at least $250 and his daily base rate is at least one-sixth of such weekly base rate. The higher minimum salary tests will be effective on April 1, 1975.

**Sec. 541.602 Special proviso concerning executive and administrative employees in multi-store retailing operations.**

(a) The tolerance of up to 40 percent of the employee's time which is allowed for nonexempt work performed by an executive or administrative employee of a retail or service establishment does not apply to employees of a multiunit retailing operation, such as a chainstore system or a retail establishment having one or more branch stores, who perform central functions for the organization in physically separated establishments such as warehouses, central office buildings or other central service units or by traveling from store to store. Nor does this special tolerance apply to employees who perform central office, warehousing, or service functions in a multi-unit retailing operation by reason of the fact that the space provided for such work is located in a portion or portions of the building in which the main retail or service establishment or another retail outlet of the organization is also situated. Such employees are subject to the 20-percent limitation on nonexempt work.

(b) With respect to executive or administrative employees stationed in the main store of a multistore retailing operation who engage in activities (other than central office functions) which relate to the operations of the main store, and also to the operations of one or more physically separated units, such as branch stores, of the same retailing operation, the Divisions will, as an enforcement policy, assert no disqualification of such an employee for the section 13(a 1) exemption by reason of nonexempt activities if the employee devotes less than 40 percent of his time to such nonexempt activities. This enforcement policy would apply, for example, in the case of a buyer who works in the main store of a multistore retailing operation and who not only manages the millinery department in the main store, but is also responsible for buying some or all of the merchandise sold in the millinery departments of the branch stores.

ROSS CONSTRUCTION
2790 R.C.R. 1325
EMORY TEXAS 75440
(903) 598-2058

DATE:

PROPOSAL SUBMITTED TO / WORK TO BE PERFORMED AT

| | | |
|---|---|---|
| NAME: COUNTY OF RAINS | / STREET: | |
| STREET: | / CITY: | STATE: |
| CITY: EMORY | / DATE OF PLANS: | |
| STATE: TEXAS | | |
| TELEPHONE # | FAX # | |

WE HEREBY PROPOSE TO FURNISH ALL THE MATERIAL AND PERFORM ALL THE LABOR FOR THE COMPLETION OF A RETAINING WALL APPROXIMETELY 110' IN LENGTH AND 4' IN HEIGHT. WALL TO BE S300 INTERLOCKING PANELS. A TRENCH 2' WIDE AND 2' DEEP WILL BE EXCAVATED BY INMATES OF THE COUNTY. A 7'X2-7/8" PILEING WILL BE SET INSIDE TRENCH AT 4' CENTERS. A 1-1/2"X3" TUBING WIL BE WELDED TO PILEINGS. ENTERLOCKING PANELS WILL THEN BE BOLTED TO TUBING AND CEMENT WILL BE ADDED TO TRENCH. ALL 2-7/8" PILEINGS WILL BE TIED BACK BY 5/8" SUCKER ROD CURLED TO AND WELDED TO 2-7/8" PILEINGS. A FACE BOARD OR CEMENT CAP WILL BE ADDED. IT IS ASKED BY ROSS CONSTRUCTION FOR THE COUNTY OF RAINS, TO SUPPLY A BACK HOE FOR INSTALLATION OF WALL.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workman like manner for the sum of ($8,449.93) with payments as follows:
½ DRAW UPON ARRIVAL OF MATERIAL----$4224.96
½ DRAW UPON COMPLETION OF JOB ---- $4224.97

Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra cost over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's compensation or insurance of likeness on above work to be taken out by Russell Ross Construction.

Respectfully Submitted: Russell L. Ross

ACCEPTENCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are herby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Accepted Date:
Signature:

**HOOTEN'S**
**LAWN & TREE SERVICE**
251 Rains County Rd. 1250
EMORY, TEXAS 75440

(903) 473-8706 MOBILE (214) 755-4009
PAGER (972) 648-9006

# LANDSCAPING
## Work Order/Invoice

3731

TO: Rains County
Emory, Texas 75440

TERMS: Retaining Wall Estimate

| | |
|---|---|
| DATE OF ORDER 11-12-01 | HOME TEL. |
| ORDER TAKEN BY | WORK TEL. |
| CUSTOMER ORDER NO. | ☐ SEASONAL CONTRACT ☐ REPEAT |
| STARTING DATE | ☐ ONE TIME JOB ☐ |
| JOB NAME / NO. | |
| JOB LOCATION | |
| INVOICE DATE | JOB TEL. |

FILE COPY

CHECKMARKS DENOTE: ☐ WORK COMPLETED ☐ WORK TO BE DONE

| PREPARATION | |
|---|---|
| DESIGN / PLANNING | |
| GRADING | |
| SOIL PREPARATION | |
| **LAWN INSTALLATION** | |
| SOD | |
| SEEDING | |
| **LAWN MAINTENANCE** | |
| MOWING | |
| FERTILIZING | |
| LIME | |
| RAKING | |
| AERIFICATION | |
| THATCHING | |
| INSECT AND WEED CONTROL | |
| HYDROSEEDING | |
| **MASONRY & STONEWORK** | |
| STONE WALL | |
| STAIRS | |
| TERRACING | |
| WALKWAY | |
| PATIO | |
| **WATER FEATURES** | |
| INSTALL POND | |
| INSTALL WATER FOUNTAIN | |
| INSTALL SPRINKLER SYSTEM | |
| IRRIGATION AND DRAINAGE | |
| **MISCELLANEOUS** | |
| SPRING / FALL CLEANUP | |
| ROTOTILLING | |
| POST HOLE DIGGING | |
| STUMP REMOVAL & GRINDING | |
| MISC. TREE WORK | |
| DEBRIS REMOVAL | |

| | PLANTING | MULCHING | EDGING / BORDERS | PRUNING / TRIMMING | FERTILIZING |
|---|---|---|---|---|---|
| SHRUBS | ☐ | ☐ | ☐ | ☐ | ☐ |
| HEDGES | ☐ | ☐ | ☐ | ☐ | ☐ |
| TREES | ☐ | ☐ | ☐ | ☐ | ☐ |
| FLOWERING PLANTS | ☐ | ☐ | ☐ | ☐ | ☐ |

**DESCRIPTION OF WORK**

This bid include the soil preparation, the below listed material, drain pipe installation, and labor for back fill. The rock for back fill included but not the dirt.

| LABOR | HRS. | RATE | AMOUNT |
|---|---|---|---|
| TOTOL Bid | | | 8,154.00 |
| $15.10 per sq. Ft 540 X 15.10 = $8,154.00 | | | |
| | | TOTAL LABOR | |

| QTY. | MATERIAL | UNIT | AMOUNT |
|---|---|---|---|
| 540 | Compac Stone w/pins | | |
| 150 | Caps for Top row | | |
| 120' | Creogrid | | |
| 120' | Drain Pipe | | |
| 46 | Tons Rock (for base and fill) | | |

WORK ORDERED BY

I hereby acknowledge the satisfactory completion of the above described work.

X _____ SIGNATURE _____ DATE

| | |
|---|---|
| TOTAL MATERIALS | 8,154.00 |
| TOTAL LABOR | |
| | |
| TAX | |
| | |
| TOTAL | 8,154.00 |

Thank You!

# PATRICK CONSTRUCTION

1644 FM 779 – MINEOLA, TEXAS 75773-3278
903-768-2163 – FAX 903-768-2115


FILE COPY

11-12-01

RAINS COUNTY TEXAS
P.O. BOX 158
EMORY, TEXAS 75440

RE: RETAINING WALL AT SUB COURTHOUSE

DEAR COMMISSIONERS COURT

I SUBMIT THE FOLLOWING PRICES FOR RETAINING WALLS AT SUB COURTHOUSE WALL TO BE 120 FEET LONG AND 4 FEET HIGH.

1. CONCRETE WALL $ 13,000.00
2. CONCRETE PANEL WALL $ 8700.00
   REST 5' OF.
3. MONOLITH BLOCK WALL $ 11300.00
4. WALKS AND DRAINS $ 1000.00
   1 250 SF IN FRONT OF WALL

RESPECTFULLY

Gary A. Patrick

VOL 0034 PAGE 545

Retaining Wall 96' long
4' high 8" wide
furnish all material
+ labor ~~$7800.00~~
$8150.00

Duffie Collins
903-598-3317

1 2550 00
2.

8020

94

FILE COPY

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# COUNTY OF RAINS

ROAD & BRIDGE ADMINISTRATION
1293 S. State Highway 19
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-8783
Fax: (903) 473-4298
email: rains.co.roads@globeco.net

WORK IN PROGRESS FOR 11-26-01 to 11-30-01

This was the week that was wet and cold all week. We cleaned out culverts picked up limbs and trash throughout the county. All metal (appliances;etc.) was taken to the Greenville scrap yard. We also hauled off some of the scrap metal from the Precinct yards.

12-03-01

We opened up some of the culverts throughout the county that were bent or damaged on the ends and began brush-axing CR 1610.

12-04-01

Installed a culvert on CR 2610 for property owner. Cleaned ditches and did drainage work on CR 3202. Removed a large dead tree from CR 4520 before it fell.

12-05-01

Brush-axed and installed new culvert under CR 2425.Continued brush-axing and cleaning up CR1610.

12-06-01

Put down base material and bladded CR 2425.

12-07-01

Cleaned up scrap metal from Pricinct 4 yard and took it to the Greenville scrap yard. We opened up culverts on CR 3330.

In the two (2) weeks coming up we plan to grade, as weather permits, all gravel road right-of ways, install culverts as needed and work on drainage problems. We will also start patching potholes with cold-mix throughout the county. We have one (1) employee who will be finishing jailer school on 12-14-01 and we have had a cou0le of employees out sick. Hopefully, we will be able to have two full crews patching pot-holes.

Submitted By,

Avis Wayne Jones

Avis W. Jones
Administrator

AWJ:lfd

**HOOTEN'S**
**LAWN & TREE SERVICE**
251 Rains County Rd. 1250
EMORY, TEXAS 75440

**(903) 473-8706 MOBILE (214) 755-4009**
**PAGER (972) 648-9006**

# LANDSCAPING
## Work Order/Invoice

3731

TO: Rains County
Emory, Texas 75440

TERMS: Retaining Wall Estimate

| | |
|---|---|
| DATE OF ORDER 11-12-01 | HOME TEL |
| ORDER TAKEN BY | WORK TEL |
| CUSTOMER ORDER NO | ☐ SEASONAL CONTRACT ☐ REPEAT |
| STARTING DATE | ☐ ONE TIME JOB ☐ |
| JOB NAME / NO | FILE COPY |
| JOB LOCATION | Dave |
| INVOICE DATE | Agenda |

CHECKMARKS DENOTE: ☐ WORK COMPLETED ☐ WORK TO BE DONE

| PREPARATION | | PLANTING | MULCHING | EDGING / BORDERS | PRUNING / TRIMMING | FERTILIZING |
|---|---|---|---|---|---|---|
| DESIGN / PLANNING | SHRUBS | ☐ | ☐ | ☐ | ☐ | ☐ |
| GRADING | HEDGES | ☐ | ☐ | ☐ | ☐ | ☐ |
| SOIL PREPARATION | TREES | ☐ | ☐ | ☐ | ☐ | ☐ |
| **LAWN INSTALLATION** | FLOWERING PLANTS | ☐ | ☐ | ☐ | ☐ | ☐ |
| SOD | | | | | | |
| SEEDING | | | | | | |

**LAWN MAINTENANCE**
MOWING
FERTILIZING
LIME
RAKING
AERIFICATION
THATCHING
INSECT AND WEED CONTROL
HYDROSEEDING

**MASONRY & STONEWORK**
STONE WALL
STAIRS
TERRACING
WALKWAY
PATIO

**WATER FEATURES**
INSTALL POND
INSTALL WATER FOUNTAIN
INSTALL SPRINKLER SYSTEM
IRRIGATION AND DRAINAGE

**MISCELLANEOUS**
SPRING / FALL CLEANUP
ROTOTILLING
POST HOLE DIGGING
STUMP REMOVAL & GRINDING
MISC. TREE WORK
DEBRIS REMOVAL

**DESCRIPTION OF WORK**

This bid include the soil preparation, the below listed material, drain pipe installation, and labor for back fill. The rock for back fill included but not the dirt.

| LABOR | HRS. | RATE | AMOUNT |
|---|---|---|---|
| Total Bid | | | 8,154.00 |
| $15.10 per Sq. Ft. 540 x 15.10 = $8,154.00 | | | |
| | | TOTAL LABOR | |

| QTY. | MATERIAL | UNIT | AMOUNT |
|---|---|---|---|
| 540 | Compac Stone w/pins | | |
| 150 | Caps for top row | | |
| 120' | Geogrid | | |
| 120' | Drain Pipe | | |
| 46 | Tons Rock (for base and fill) | | |

WORK ORDERED BY

I hereby acknowledge the satisfactory completion of the above described work.

X _____ SIGNATURE _____ DATE

Thank You!

| | |
|---|---|
| TOTAL MATERIALS | 8,154.00 |
| TOTAL LABOR | |
| | |
| TAX | |
| TOTAL | 8,154.00 |

Retaining Wall 96' long
2' high 8" wide
Furnish all Material
& labor ~~$6800.00~~
$3150.00

Cliff Collins
903-598-3317

1 250.00
2.

8400

74

FILE COPY
Dec AGENDA
File

ROSS CONSTRUCTION
2790 R.C.R. 1325
EMORY TEXAS 75440
(903) 598-2058

DATE:

PROPOSAL SUBMITTED TO / WORK TO BE PERFORMED AT

NAME: COUNTY OF RAINS / STREET:
STREET: / CITY: STATE:
CITY: EMORY / DATE OF PLANS:
STATE: TEXAS
TELEPHONE # FAX #

WE HEREBY PROPOSE TO FURNISH ALL THE MATERIAL AND PERFORM ALL THE LABOR FOR THE COMPLETION OF A RETAINING WALL APPROXIMETELY 110' IN LENGTH AND 4' IN HEIGHT. WALL TO BE S300 INTERLOCKING PANELS. A TRENCH 2' WIDE AND 2' DEEP WILL BE EXCAVATED BY INMATES OF THE COUNTY. A 7'X2-7/8" PILEING WILL BE SET INSIDE TRENCH AT 4' CENTERS. A 1-1/2"X3" TUBING WIL BE WELDED TO PILEINGS. ENTERLOCKING PANELS WILL THEN BE BOLTED TO TUBING AND CEMENT WILL BE ADDED TO TRENCH. ALL 2-7/8" PILEINGS WILL BE TIED BACK BY 5/8" SUCKER ROD CURLED TO AND WELDED TO 2-7/8" PILEINGS. A FACE BOARD OR CEMENT CAP WILL BE ADDED. IT IS ASKED BY ROSS CONSTRUCTION FOR THE COUNTY OF RAINS, TO SUPPLY A BACK HOE FOR INSTALLATION OF WALL.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workman like manner for the sum of ($8,449.93) with payments as follows:
½ DRAW UPON ARRIVAL OF MATERIAL---$4224.96
½ DRAW UPON COMPLETION OF JOB ---- $4224.97

Any alteration or deviation from above specifications involving extra cost, will be executed only upon written orders, and will become an extra cost over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's compensation or insurance of likeness on above work to be taken out by Russell Ross Construction.

Respectfully Submitted: Russell L. Ross

ACCEPTENCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are herby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Accepted Date:
Signature:

ROSS CONSTRUCTION
2790 R.C.R. 1325
EMORY TEXAS 75440
(903) 598-2058

DATE:

PROPOSAL SUBMITTED TO / WORK TO BE PERFORMED AT

NAME: COUNTY OF RAINS / STREET:
STREET: / CITY: STATE:
CITY: EMORY / DATE OF PLANS:
STATE: TEXAS
TELEPHONE # FAX #

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Signature:

ROSS CONSTRUCTION
2790 R.C.R. 1325
EMORY TEXAS 75440
(903) 598-2058

DATE:

PROPOSAL SUBMITTED TO / WORK TO BE PERFORMED AT

NAME: COUNTY OF RAINS / STREET:
STREET: / CITY: STATE:
CITY: EMORY / DATE OF PLANS:
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TELEPHONE # FAX #

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Respectfully Submitted: Russell L. Ross

ACCEPTENCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are herby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

Accepted Date:
Signature:

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# PATRICK CONSTRUCTION

1644 FM 779 – MINEOLA, TEXAS 75773-3278
903-768-2163 – FAX 903-768-2115

FILE COPY

11-12-01

RAINS COUNTY TEXAS
P.O. BOX 158
EMORY, TEXAS 75440

RE: RETAINING WALL AT SUB COURTHOUSE

DEAR COMMISSIONER COURT

I SUBMIT THE FOLLOWING PRICES FOR RETAINING WALLS AT SUB COURTHOUSE WALL TO BE 120 FEET LONG AND 4 FEET HIGH.

1. CONCRETE WALL — $ 13,000.00
2. CONCRETE PANEL WALL REST 5' OF. — $ 8700.00
3. MASONRY BLOCK WALL — $ 11300.00
4. WALLS AND DRAINS I 250 SF IN FRONT OF WALL — $ 1000.00

RESPECTFULLY

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City of Emory

Turn Key

120 ft. long of retaining wall. 8 inches wide and 5 ft. high, 5/8 rebar on horizontal on 1 ft. Center. 3/8 Vertical on 4 ft. Center. 4 ft above sidewalk. 3 ft. wide sidewalk approximately 100 ft. long. 4 inch thick, 3/8 rebar on 16 inch Center, 5 dead man in center, one on each end. ——— $5,175.00

Removal and replace approximately 120 linear ft. of 6 inch Curb on three corners of court house square. Relocate 2 curbs. ——— $2,700.00

Total Price $7,675.00

Willie B. Mornes
903-473-3673

# NOTICE OF OPEN MEETING VOL 0034 PAGE 554
# COMMISSIONERS' COURT

*RAINS COUNTY (EMORY), TEXAS*

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 26th of December, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

Review and Discuss Payment of Accounts

## OPEN FORUM

Citizens and Court Comments

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

**I. COMMITTEE & DEPARTMENTAL REPORTS**

1. 1A 685 a. Litter Abatement Results. (Roland)
   b. Status of county roads & bridges. (Jones)

**II. FINANCIAL REPORT AND MINUTES**

2. 1B 195 Approve or disapprove warrants authorizing payment of accounts.

3. 1B 206 Approve or disapprove line item transfers, if applicable.

4. 1B 206 Approve or disapprove budget amendments, if applicable.

5. 1B 206 Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable.

6. 1B 206 Approve or disapprove minutes of previous meetings.

**III. OLD BUSINESS**

7. 1B 206 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

FILED FOR RECORD
01 DEC 21 AM 11:43
COUNTY CLERK
RAINS COUNTY, TEXAS
BY _____ DEPUTY

8. 1B 206 Review and take action, if any, concerning the Courthouse Annex project:

9. 1B 306 Review and take action on the Courthouse preservation project.

10. 1B 219 Review and take action, if any, on all jail expansion issues.

## IV. NEW BUSINESS

11. 1B 225 Discuss and take action, if any, on matters regarding the financing and the purchase of one acre of land for the Rains County Animal Shelter.

12. 1B 400 Purchase Church property by the Sheriff's Office on North Street.

13. 1B 502 Discuss and take action, if any, on any matters regarding the City of Dallas Water Line.

14. 1B 516 Review & approve Official Bond & Oaths for County/District Clerk's Office.

15. 1B 549 Approve tax refund for Darrell G. Parker.

16. 1B 560 Discuss and approve time sheets for salaried employees.

17. 1B 715 Discuss any and all personnel matters.

## EXECUTIVE SESSION

During the course of the meeting covered by this notice, should the court determine that a closed or executive meeting or session of the Court be required, then such closed or executive meeting or session as authorized by Section 551.071 through 551.076 of the Texas Government Code shall be held by the Court at the date, hour, and place given in this notice or shortly thereafter. Sections **551.071**-Consult With An Attorney; **551.072**-Real Property; **551.073**-Prospective Gifts; **551.074**-Personnel Matters; **551.075**-Conference With Employees; **551.076**-Security Devices.

**CERTIFICATION**

ATTEST:

Robert M. Sisk
Rains County Judge
21 December 2001
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**DECEMBER 26, 2001**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 26TH DAY OF DECEMBER, 2001, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, DECEMBER 26, 2001.

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON WEDNESDAY, THE 26TH DAY OF DECEMBER, 2001.

COMMISSIONER GARY BISHOP LED THE COURT WITH A WORD OF PRAYER.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

WITH COMMISSIONER RAYFORD BRIGGS BEING ABSENT, THERE WAS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

Tape 1A 670 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TAKE A TEN MINUTE RECESS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED IN OPEN COURT AT 10:12 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT EXCEPT COMMISSIONER RAYFORD BRIGGS.

THE MATTER OF OPEN FORUM CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING LETTER DATED

DECEMBER 18, 2001 TOGETHER WITH A PUBLIC NOTICE OF CHANGES IN ELECTION PRECINCTS[1] TO BE POSTED ON THE COUNTY PUBLIC NOTICE BOARD FOR THREE (3) CONSECUTIVE WEEKS AND PUBLISHED ONCE A WEEK FOR THREE (3) CONSECUTIVE WEEKS.

JUDGE SISK ADDRESSED THE COURT WITH A REMINDER OF OPEN HOUSE ON DECEMBER 28, 2001. HE ADVISED THE COURT THAT THE PLAN REGARDING COST FACTORS FOR ATTORNEY'S FEES FOR INDIGENT INMATES IS DUE ON JANUARY 1, 2002 IN AUSTIN AND HE IS TO MEET WITH JUDGE NEWSOM.

1) Tape 1A 685 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

a. LEE ROLAND SUBMITTED ORAL REPORT. HE RECOMMENDED TAKING GLASS AND TIN CANS TOGETHER WITH OTHER ITEMS FOR RECYCLE.

b. AVIS JONES, ROADS & BRIDGE ADMINISTRATOR, SUBMITTED ORAL AND WRITTEN REPORT.

JUDGE SISK ADDRESSED THE COURT REGARDING ROAD MAINTENANCE AND DISCUSSED EACH COMMISSIONER'S PRIORITY AND THREE ALTERNATES FOR EACH QUARTER

2) Tape 1B 195 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS*[2] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

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[1]LETTER DATED DECEMBER 18, 2001 FROM ALLISON, BASS & ASSOCIATES AND PUBLIC NOTICE OF CHANGES IN ELECTION PRECINCTS

[2]COMMISSIONER'S COURT REGISTER DATED 12/26/2001

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO AUTHORIZE PAYMENT EXCEPT FOR WARRANT 34 AND 49.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1B 206 NO ACTION.

4) Tape 1B 206 NO ACTION

5) Tape 1B 206 NO ACTION

6) Tape 1B 206 NO ACTION

7) Tape 1B 206 NO ACTION

8) Tape 1B 206 NO ACTION

9) Tape 1B 206 NO ACTION

10) Tape 1B 219 NO ACTION

11) Tape 1B 225 THE MATTER OF THE *DISCUSSING AND TAKING ACTION, IF ANY, ON MATTERS REGARDING THE FINANCING AND THE PURCHASE OF ONE ACRE OF LAND FOR THE RAINS COUNTY ANIMAL SHELTER.*

MAYOR BOBBIE HARMON OF EAST TAWAKONI ADDRESSED THE COURT CONCERNING THE ANIMAL SHELTER.

DISCUSSION

Tape 1B 375 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO CLARIFY THAT PAYMENT OF $5,000.00 FOR LAND PURCHASE TO COME FROM THE $40,000.00 EACH ENTITY INVESTED FOR THE ANIMAL SHELTER AND THAT THE ANIMAL SHELTER

BOARD CHECK THE LEGALITIES INTO THE PURCHASE OF THE LAND AND RESEARCH OF THE PURCHASE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

12) Tape 1B 400 THE MATTER OF *PURCHASING CHURCH PROPERTY BY THE SHERIFF'S OFFICE ON NORTH STREET* CAME TO THE ATTENTION OF THE COURT

JUDGE ROBERT SISK ADVISED THE COURT OF THE PRICE IN THE SUM OF $35,000.00 FOR THE PROPERTY.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

13) Tape 1B 508 THE MATTER OF *REVIEWING AND TAKING ACTION, IF ANY, ON ANY MATTERS REGARDING THE CITY OF DALLAS WATER LINE* CAME TO THE ATTENTION OF THE COURT.

NO ACTION.

14) Tape 1B 516 THE MATTER *APPROVING OFFICIAL BOND & OATHS FOR COUNTY/DISTRICT CLERK'S OFFICE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO APPROVE THE BONDS & OATHS FOR LINDA WALLACE AND ROBERT WACASTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

15) Tape 1B 549 THE MATTER OF *APPROVING TAX REFUND FOR DARRELL G. PARKER*[3] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE THE TAX REFUND FOR DARRELL G. PARKER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

16) Tape 1B 260 THE MATTER OF *APPROVING TIME SHEETS FOR SALARIED EMPLOYEES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP FOR SALARIED EMPLOYEES TO SUBMIT TIME SHEET FOR SICK AND VACATION TIME USED.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 1B 714 THE MATTER OF *PERSONNEL MATTERS* CAME TO THE ATTENTION OF THE COURT.

NO ACTION

Tape 2A 001 THE MATTER OF *APPROVING THE COMMISSIONER'S COURT*

---

[3]APPLICATION FOR TAX REFUND

*MEETINGS' MINUTES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY VIRGIL MCENTURFF TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

PRESIDING OFFICER

ATTEST:

COUNTY COURT RAINS COUNTY TEXAS

LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

MINUTES APPROVED THIS 26th DAY OF January, 2002.

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**ALLISON, BASS & ASSOCIATES, L.L.P.**
*Attorneys at Law*
WAHRENBERGER HOUSE
208 WEST 14TH STREET
AUSTIN, TEXAS 78701
Allison.Bass@Allison-Bass.com
(512) 482-0701
FAX (512) 480-0902

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PAUL D. PALMER
P.Palmer@Allison-Bass.com
VANESSA A. GONZALEZ
V.Gonzalez@Allison-Bass.com
PORTIA F. BOSSE
P.Bosse@Allison-Bass.com

December 18, 2001

Mary Sheppard
Rains County Clerk
P.O. Box 158
Emory, TX 75440

RE: Redistricting

Dear County Clerk,

Please find enclosed a letter of preclearance issued by the Department of Justice on December 13, 2001, for the 2001 submission of new commissioners court, justice of the peace and election precincts.

You should file the original of this preclearance letter in the minutes of the Commissioners Court, and insure that it is indexed properly so that it might be easily located and referred to in the future.

You should also index and file the file copy of the submission so that both the submission and the preclearance letter are filed in close proximity to each other in the minutes.

Also enclosed is a Public Notice which should be posted as are other legal notices for three (3) consecutive weeks, as well as published in a paper in a newspaper of general circulation in the County once weekly for three (3) consecutive weeks.

We are appreciative of the support and assistance provided by Rains County officials and employees. Should you have questions regarding this matter, please feel free to call upon us.

Sincerely,

Andrea F. Bass
for
Robert T. Bass

cc: Commissioners Court

RECEIVED
DEC 21 2001

VOL 0034 PAGE 564

Public Notice to be published once a week for three (3) consecutive weeks and posted on the County Public Notice for three (3) consecutive weeks:

PUBLIC NOTICE OF CHANGES IN ELECTION PRECINCTS

Pursuant to §42.035, Texas Election Code, the Commissioners court of Rains County, Texas, herein provides notice of changes in County political boundaries as adopted by the Commissioners Court, and as precleared by the United States Department of Justice on the 13th day of December, 2001.

Interested individuals may review the adopted changes in the office of the County Clerk during regular business hours.

The changes in county election precincts were necessitated by redistricting of County Commissioners Court precincts in compliance with the United States Constitution and 42 U.S.C. §1973, also known as the Voting Rights Act, following the release of 2000 census data. Changes in county election precincts were designed to achieve numerical balance between the four commissioners court precincts, and to insure the voting rights of all citizens of Rains County, Texas.

Linda Wallace
County Clerk

FILED FOR RECORD
01 DEC 26 PM 3:38
[illegible] DISTRICT CLERK
[illegible] COUNTY, TEXAS
BY _____ DEPUTY

U.S. Department of Justice

Civil Rights Division

*Voting Section - GSt.*
*950 Pennsylvania Avenue, N.W.*
*Washington, DC 20530*

JDR:RPL:AMS:par
DJ 166-012-3
2001-3510

December 13, 2001

Robert T. Bass, Esq.
Allison, Bass & Associates
208 West 14th Street
Austin, Texas 78701

Dear Mr. Bass:

This refers to the 2001 redistricting plan for the commissioners court and the realignment of voting precincts for Rains County, Texas, submitted to the Attorney General pursuant to Section 5 of the Voting Rights Act, 42 U.S.C. 1973c. We received your submission on October 17, 2001; supplemental information was received on November 20 and 29, 2001.

The Attorney General does not interpose any objection to the specified changes. However, we note that Section 5 expressly provides that the failure of the Attorney General to object does not bar subsequent litigation to enjoin the enforcement of the changes. In addition, as authorized by Section 5, we reserve the right to reexamine this submission if additional information that would otherwise require an objection comes to our attention during the remainder of the sixty-day review period. See the Procedures for the Administration of Section 5 (28 C.F.R. 51.41 and 51.43).

Sincerely,

/s/ Joseph D. Rich
Chief, Voting Section

Enclosure

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**ALLISON, BASS & ASSOCIATES, L.L.P.**
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December 18, 2001

Secretary of State
Elections Division
P.O. Box 12060
Austin, Texas 78711

RE: County Redistricting

Dear Secretary of State,

As required by Article 42.037 of the Texas Election Code, please find enclosed a duplicate of the submission including a set of maps for boundary changes adopted by the Commissioners Court of Rains County, and precleared by the department of Justice on December 13, 2001.

Your attention to this matter is appreciated. We would request that you note your receipt of the enclosed material on the enclosed receipt and return that document to us in the provided envelope.

Sincerely,

Cindrea F Beard
for
Robert T. Bass

RTB/afb

cc: Commissioners Court

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | | |
| XX | 12/21/01 | 12/21/01 | 190.00 | GENERAL FUND | CREDIT UNION | | 190.00 |
| | | | | | Total Displayed | : | 190.00 |
| ***** ARGON TECHNOLOGIES | | | | | | | |
| XX | 12/19/01 | 12/26/01 | 68.85 | COUNTY ATTORNEY | TELEPHONE | | 68.85 |
| | | | | | Total Displayed | : | 68.85 |
| ***** BUSTER PAVING CO. INC | | | | | | | |
| 12524 | 12/16/01 | 12/26/01 | 644.25 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 644.25 |
| | | | | | Total Displayed | : | 644.25 |
| ***** BLAKE ELECTRIC | | | | | | | |
| XX | 12/18/01 | 12/26/01 | 400.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 400.00 |
| | | | | | Total Displayed | : | 400.00 |
| ***** CHEM-DOT | | | | | | | |
| 8739 | 12/14/01 | 12/26/01 | 44.02 | MAINTENANCE | CUSTODIAL SUPPLIES | | 44.02 |
| | | | | | Total Displayed | : | 44.02 |
| ***** CUMMINS SOUTHERN PLAINS. INC | | | | | | | |
| 032-13228 | 12/11/01 | 12/26/01 | 2380.95 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 2380.95 |
| | | | | | Total Displayed | : | 2380.95 |
| ***** DALLAS COUNTY | | | | | | | |
| 32317 | 11/12/01 | 12/26/01 | 375.00 | COUNTY COURT | DIST-TRIAL EXPENSE | | 375.00 |
| | | | | | Total Displayed | : | 375.00 |
| ***** DEE'S KEYS | | | | | | | |
| 1306 | 12/17/01 | 12/26/01 | 40.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 40.00 |
| | | | | | Total Displayed | : | 40.00 |
| ***** DUKO OIL CO | | | | | | | |
| 82303 | 12/13/01 | 12/26/01 | 446.00 | UNIT ROAD & BRIDGE | FUEL & OIL | | 446.00 |
| | | | | | Total Displayed | : | 446.00 |
| ***** DOLLAR GENERAL | | | | | | | |
| XX | 12/10/01 | 12/26/01 | 138.00 | SHERIFF & JAIL | PRISONER SUPPLIES | | 138.00 |
| | | | | | Total Displayed | : | 138.00 |
| ***** DONUTS SUPREME | | | | | | | |
| 1959-1 | 12/13/01 | 12/26/01 | 7.40 | COUNTY COURT | DIST-TRIAL EXPENSE | | 7.40 |
| | | | | | Total Displayed | : | 7.40 |
| ***** EMORY AUTO SUPPLY | | | | | | | |
| 194128 | 11/27/01 | 12/26/01 | 28.20 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 28.20 |
| 194142 | 11/28/01 | 12/26/01 | 2.25 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 2.25 |
| 194233 | 11/20/01 | 12/26/01 | 11.41 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 11.41 |
| 194058 | 11/26/01 | 12/26/01 | 187.34 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 187.34 |
| 193924 | 11/20/01 | 12/26/01 | 70.99 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 70.99 |
| 194095 | 11/27/01 | 12/26/01 | 1.59 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 1.59 |
| 193873 | 11/16/01 | 12/26/01 | 3.26 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 3.26 |
| 194114 | 11/27/01 | 12/26/01 | 19.80 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 19.80 |
| | | | | | Total Displayed | | 324.84 |

FILED FOR RECORD
01 DEC 26 PM 12:
COUNTY CLERK
RAINS COUNTY, TEXAS
BY

***** ELECTRONIC FEDERAL TAX PMT SYS

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| WH-SS | 12/21/01 | 12/21/01 | 9851.51 | GENERAL FUND | PAYROLL W/H PAYABLE | | 3409.77 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL W/H PAYABLE | | 124.21 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | | 6164.53 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL FICA PAYABLE | | 153.00 |
| | | | | | Total Displayed | : | 9851.51 |
| ***** ECHO PUBLISHING CO | | | | | | | |
| 36848 | 12/17/01 | 12/26/01 | 51.84 | JUSTICE PEACE | OFFICE SUPPLIES | | 51.84 |
| | | | | | Total Displayed | : | 51.84 |
| ***** FLORENE MCMILLAN | | | | | | | |
| EMP PARTY | 12/17/01 | 12/17/01 | 300.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 300.00 |
| | | | | | Total Displayed | : | 300.00 |
| ***** FINISHING TOUCHES | | | | | | | |
| 233698 | 11/26/01 | 12/26/01 | 35.99 | COUNTY JUDGE | OFFICE SUPPLIES | | 35.99 |
| | | | | | Total Displayed | : | 35.99 |
| ***** GALL'S, INC | | | | | | | |
| 55342002 | 12/04/01 | 12/26/01 | 122.95 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 122.95 |
| | | | | | Total Displayed | : | 122.95 |
| ***** INTER-COUNTY COMMUNICATIONS | | | | | | | |
| 34963 | 12/19/01 | 12/26/01 | 192.00 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 192.00 |
| | | | | | Total Displayed | : | 192.00 |
| ***** JURY LIST | | | | | | | |
| DIST CT | 12/21/01 | 12/21/01 | 6.00 | COUNTY COURT | DIST-JUROR EXPENSE | | 6.00 |
| | | | | | Total Displayed | : | 6.00 |
| ***** KRISTI BISHOP | | | | | | | |
| CHILD SUP | 12/21/01 | 12/21/01 | 500.00 | GENERAL FUND | CHILD SUPPORT PAY | | 500.00 |
| | | | | | Total Displayed | : | 500.00 |
| ***** LEXIS-NEXIS | | | | | | | |
| 0111113092 | 11/30/01 | 12/26/01 | 15.00 | LAW LIBRARY FUND | LAW LIBRARY | | 15.00 |
| 0111066186 | 11/30/01 | 12/26/01 | 20.00 | COUNTY ATTORNEY | LAW LIBRARY | | 20.00 |
| | | | | | Total Displayed | : | 35.00 |
| ***** LINEBARGER GOGGAN BLAIR PENA SAM | | | | | | | |
| NOV2001 | 12/18/01 | 12/26/01 | 2397.72 | NON-DEPARTMENTAL | TAX ATTORNEY | | 2397.72 |
| | | | | | Total Displayed | : | 2397.72 |
| ***** LEE MATHEW JONES, MD | | | | | | | |
| JAGERS | 11/13/01 | 12/26/01 | 1167.69 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 1167.69 |
| | | | | | Total Displayed | : | 1167.69 |
| ***** MATTHEW BENDER | | | | | | | |
| XX | 11/30/01 | 12/26/01 | 155.48 | LAW LIBRARY FUND | LAW LIBRARY | | 155.48 |
| | | | | | Total Displayed | : | 155.48 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | | |
| SISK | 12/21/01 | 12/21/01 | 75.00 | GENERAL FUND | LEVY | | 75.00 |
| | | | | | Total Displayed | : | 75.00 |
| ***** MARY JO WARRICK | | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| VET OFF | 12/18/01 | 12/18/01 | 200.00 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | 200.00 |
| | | | | | Total Displayed : | 200.00 |
| ***** MIDWEST RADAR & EQUIPMENT | | | | | | |
| 103362 | 12/13/01 | 12/26/01 | 315.00 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 315.00 |
| | | | | | Total Displayed : | 315.00 |
| ***** NACO CLEARING ACCOUNT | | | | | | |
| DEF COMP | 12/21/01 | 12/21/01 | 10.00 | GENERAL FUND | DEFERRED COMP. | 10.00 |
| | | | | | Total Displayed : | 10.00 |
| ***** OFFICE DEPOT | | | | | | |
| 145990950 | 12/07/01 | 12/26/01 | 217.73 | COUNTY JUDGE | OFFICE SUPPLIES | 217.73 |
| 146548099 | 12/13/01 | 12/26/01 | 32.99 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 32.99 |
| 146397863 | 12/12/01 | 12/26/01 | 21.30 | REGISTRATION OFFICE | OFFICE SUPPLIES | 21.30 |
| 146524006 | 12/13/01 | 12/26/01 | 79.56 | COUNTY ATTORNEY | OFFICE SUPPLIES | 79.56 |
| | | | | | Total Displayed : | 351.58 |
| ***** OFFICE OF COURT ADMINISTRATION | | | | | | |
| HANDBOOK | 12/18/01 | 12/18/01 | 9.00 | JUSTICE PEACE | OFFICE SUPPLIES | 9.00 |
| | | | | | Total Displayed : | 9.00 |
| ***** PHILIP ALEXANDER, ATTY | | | | | | |
| KENT | 12/12/01 | 12/26/01 | 150.00 | 354TH DISTRICT COURT | TRIAL EXPENSE | 150.00 |
| | | | | | Total Displayed : | 150.00 |
| ***** PETTY CASH | | | | | | |
| REIMB | 12/11/01 | 12/26/01 | 8.89 | SHERIFF & JAIL | PRISONER FOOD | 8.89 |
| | | | | | Total Displayed : | 8.89 |
| ***** PRIME SERVE FOOD DISTR INC | | | | | | |
| 302742 | 12/07/01 | 12/26/01 | 36.40 | SHERIFF & JAIL | PRISONER SUPPLIES | 36.40 |
| 302742 | 12/07/01 | 12/26/01 | 90.50 | SHERIFF & JAIL | PRISONER FOOD | 90.50 |
| 302799 | 12/14/01 | 12/26/01 | 135.47 | SHERIFF & JAIL | PRISONER FOOD | 135.47 |
| | | | | | Total Displayed : | 262.37 |
| ***** POINT TIRE SERVICE | | | | | | |
| ENV ENF | 12/14/01 | 12/26/01 | 60.00 | 1115 ** NOT ON FILE ** | OTHER | 60.00 |
| | | | | | Total Displayed : | 60.00 |
| ***** QUEST DIAGNOSTICS | | | | | | |
| WITT | 10/16/01 | 12/26/01 | 42.19 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | 42.19 |
| | | | | | Total Displayed : | 42.19 |
| ***** RAINS COUNTY LEADER | | | | | | |
| 11101RCCC | 11/06/01 | 12/26/01 | 152.10 | NON-DEPARTMENTAL | PUBLICATIONS | 152.10 |
| 11102RCCC | 11/13/01 | 12/26/01 | 101.40 | NON-DEPARTMENTAL | PUBLICATIONS | 101.40 |
| 11103RCCC | 11/27/01 | 12/26/01 | 46.20 | NON-DEPARTMENTAL | PUBLICATIONS | 46.20 |
| | | | | | Total Displayed : | 299.70 |
| ***** ROLAND FERGURSON, ATTY | | | | | | |
| MCDOWELL | 12/21/01 | 12/26/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| WOODALL | 12/21/01 | 12/26/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| JONES | 12/21/01 | 12/26/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| HEFLEY | 12/21/01 | 12/26/01 | 200.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 200.00 |
| | | | | | Total Displayed : | 800.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** RAINS FAMILY HEALTHCARE | | | | | | | |
| WITT | 10/16/01 | 12/26/01 | 14.78 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 14.78 |
| WOODALL | 11/30/01 | 12/26/01 | 27.28 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 27.28 |
| WOODALL | 11/13/01 | 12/26/01 | 19.64 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 19.64 |
| COLLIER | 11/13/01 | 12/26/01 | 19.64 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 19.64 |
| SISK | 12/04/01 | 12/26/01 | 35.73 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 35.73 |
| | | | | | Total Displayed | = | 117.07 |
| ***** ROBERT VITITOW | | | | | | | |
| REIMB | 12/14/01 | 12/26/01 | 25.16 | COUNTY ATTORNEY | CO ATTY STATE FUNDS | | 25.16 |
| | | | | | Total Displayed | = | 25.16 |
| ***** SHERIFFS' ASSN OF TEXAS | | | | | | | |
| TRAYLOR | 12/11/01 | 12/26/01 | 25.00 | SHERIFF & JAIL | DUES | | 25.00 |
| | | | | | Total Displayed | = | 25.00 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | | |
| 112060963 | 12/06/01 | 12/26/01 | 20.05 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | | 20.05 |
| 112060963 | 12/06/01 | 12/26/01 | 215.22 | SHERIFF & JAIL | PRISONER FOOD | | 215.22 |
| 112131025 | 12/13/01 | 12/26/01 | 116.93 | SHERIFF & JAIL | PRISONER FOOD | | 116.93 |
| 112131025 | 12/13/01 | 12/26/01 | 13.91 | SHERIFF & JAIL | PRISONER SUPPLIES | | 13.91 |
| | | | | | Total Displayed | = | 366.11 |
| ***** SPORT GRAPHICS | | | | | | | |
| 1113 | 11/12/01 | 12/26/01 | 36.00 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 36.00 |
| | | | | | Total Displayed | = | 36.00 |
| ***** SCOTT-HERRIMAN, INC | | | | | | | |
| 16610 | 12/12/01 | 12/26/01 | 785.93 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 785.93 |
| | | | | | Total Displayed | = | 785.93 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | | |
| PCT 4 | 12/07/01 | 12/26/01 | 84.53 | UNIT ROAD & BRIDGE | ELECTRIC | | 84.53 |
| | | | | | Total Displayed | = | 84.53 |
| ***** TEXAS CO & DIST RETIREMENT SYS | | | | | | | |
| RETIREMENT | 12/26/01 | 12/26/01 | 11637.91 | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | | 10972.12 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL RETIREMENT PAYABLE | | 280.00 |
| | | | | NON-DEPARTMENTAL | RETIREMENT | | 376.19 |
| | | | | UNIT ROAD & BRIDGE | RETIREMENT | | 9.60 |
| | | | | | Total Displayed | = | 11637.91 |
| ***** TDCAA NOW TRUST ACCOUNT | | | | | | | |
| 9752 | 12/12/01 | 12/26/01 | 103.95 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 103.95 |
| | | | | | Total Displayed | = | 103.95 |
| ***** TRIPLE E ELECTRIC | | | | | | | |
| 3517 | 12/14/01 | 12/26/01 | 162.50 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 162.50 |
| | | | | | Total Displayed | = | 162.50 |
| ***** TYLER NEUROSURGICAL ASSOC | | | | | | | |
| KELLEY | 11/15/01 | 12/26/01 | 296.21 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 296.21 |
| | | | | | Total Displayed | = | 296.21 |
| ***** TYLER UNIFORM | | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| 28118 | 12/03/01 | 12/26/01 | 5.50 | SHERIFF & JAIL | EQUIPMENT | 5.50 |
| | | | | | Total Displayed : | 5.50 |
| ***** U S POST OFFICE | | | | | | |
| POSTAGE | 12/18/01 | 12/18/01 | 34.00 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 34.00 |
| | | | | | Total Displayed : | 34.00 |
| ***** VERIZON | | | | | | |
| ANNEX | 11/25/01 | 12/26/01 | 597.14 | COUNTY TREASURER | TELEPHONE | 597.14 |
| DPS | 12/04/01 | 12/26/01 | 42.99 | DEPT. OF PUBLIC SAFETY | TELEPHONE | 42.99 |
| JUDGE | 11/19/01 | 12/26/01 | 177.24 | COUNTY JUDGE | TELEPHONE | 177.24 |
| | | | | | Total Displayed : | 817.37 |
| ***** VIKING OFFICE PRODUCTS | | | | | | |
| 753394 | 12/07/01 | 12/26/01 | 35.97 | MAINTENANCE | BLDG. MAINT | 35.97 |
| | | | | | Total Displayed : | 35.97 |
| ***** WINGFOOT COMMERCIAL TIRE SYSTEMS | | | | | | |
| 1681006053 | 12/06/01 | 12/26/01 | 190.20 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 190.20 |
| | | | | | Total Displayed : | 190.20 |
| ***** WASTE MGMT OF PARIS HAULING | | | | | | |
| 7454403945 | 12/01/01 | 12/26/01 | 385.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 385.00 |
| | | | | | Total Displayed : | 385.00 |
| ***** WEST PUBLISHING CO | | | | | | |
| 800648761 | 11/30/01 | 12/26/01 | 76.00 | LAW LIBRARY FUND | LAW LIBRARY | 76.00 |
| 800646762 | 11/30/01 | 12/26/01 | 32.50 | LAW LIBRARY FUND | LAW LIBRARY | 32.50 |
| 800646561 | 11/30/01 | 12/26/01 | 1188.50 | LAW LIBRARY FUND | LAW LIBRARY | 1188.50 |
| 800646234 | 11/30/01 | 12/26/01 | 85.50 | LAW LIBRARY FUND | LAW LIBRARY | 85.50 |
| 800647045 | 11/30/01 | 12/26/01 | 152.50 | SHERIFF & JAIL | OFFICE SUPPLIES | 152.50 |
| | | | | | Total Displayed : | 1535.00 |
| ***** WHEELER ROOFING & PAINT | | | | | | |
| 293449 | 12/20/01 | 12/26/01 | 50.00 | MAINTENANCE | BLDG. MAINT | 50.00 |
| | | | | | Total Displayed : | 50.00 |

Grand Total of Displayed $ 39152.63

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 35057.22 |
| 010 | UNIT ROAD & BRIDGE | 2542.43 |
| 038 | LAW LIBRARY FUND | 1552.98 |
| TOTAL ALL FUNDS: | | 39152.63 |

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# COUNTY OF RAINS

*100 Quitman Street*
P.O. Box 158
Emory, Texas 75440

*Tel: (903) 473-2555*
*Fax: (903) 473-4298*
*Email: rains.co.judge@globeco.net*

December 26, 2001
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| ~~#34~~ Sports GRAPHICS | RS. |
| #419 RAINS FAMILY HEALTHCARE | |
| | |
| | |
| | |
| | |
| | |

**Signed this** 26th **of** December **20**01

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone, Comm., Pct. 2

Gary Bishop, Comm., Pct. 3

Rayford Briggs, Comm., Pct. 4

Robert M. Sisk, County Judge

50-181 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

agenda 01-09-02

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# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)* RAINS CO. APPRAISAL DISTRICT P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

To apply for a tax refund, the taxpayer must complete the following. 0134-0350-0000-43

**Step 1: Owner's name and address**

Owner's name: Darrell G. Parker

Present mailing address *(number and street)*: Box 326

City, town or post office, state, ZIP code: Point TX - 75472

Phone *(area code and number)*: 903-598-0942

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: A-134 Lawhon Survey 4 acres

Address or location of property:

Account number of property: R2805

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 1-19-01 | | $ 133.57 | $ 19.15 |
| 2. | | | / / | | $ | $ |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*:

Homestead & over-65 exemption

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Darrell Parker — Date of application for tax refund:

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized official: [signature] — Date: 26 Dec 01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Linda Norell — Date: 12-12-01

# NOTICE OF OPEN MEETING VOL 0024 PAGE 575
# COMMISSIONERS' COURT

*RAINS COUNTY (EMORY), TEXAS*

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 9th of January 2002, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

Review and Discuss Payment of Accounts

## OPEN FORUM

Citizens and Court Comments

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

**I. COMMITTEE & DEPARTMENTAL REPORTS**

1. 1B 080 a. Litter Abatement Results. (Roland)
   b. Status of county roads & bridges. (Jones)
   c. Discuss & take action regarding phones for the R&B Department.(Jones)

**II. FINANCIAL REPORT AND MINUTES**

2. 1B 207 Approve or disapprove warrants authorizing payment of accounts.

3. 1B 224 Approve or disapprove line item transfers, if applicable.

4. 1B 223 Approve or disapprove budget amendments, if applicable.

5. 1B 228 Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable.

6. 2A 580 Approve or disapprove minutes of previous meetings.

III. OLD BUSINESS

7. 2A 654 Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory.)

FILED FOR RECORD
02 JAN -3 PM 4:31

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8. 2A 702 Review and take action, if any, concerning the Courthouse Annex project.

9. 2B 077 Review and take action on the Courthouse preservation project.

10. 2B 085 Review and take action, if any, on all jail expansion issues.

11. 2B 134 Take any and all actions necessary for Rains County to become an authorized agent of the Texas Natural Resource Conservation Commission for the purpose of regulating on-site sewage facilities and to appoint a designated representative.(Roland)

## IV. NEW BUSINESS

12. 2B 192 Develop an Exposure Control Plan for Rains County.

13. 1B 250 Purchase Church property by the Sheriff's Office on North Street.

14. 1B 282 Discuss and take action on allowing the City of Dallas to open cut county roads in Phase II., III., and IV. on the Water Line Project.

15. 2B 227 Review & approve Official Bond & Oath for Evelyn Malone.

16. 2B 235 Approve tax refund for Grady Buck.

17. 2B 244 Discuss and take action on establishing a Salary Grievance Committee for Rains County.

18. 2B 309 Discuss and approve contract changes for storage building for County Extension office.

19. 2B 321 Approve changes to the County National Flood Insurance.

20. 2B 323 Discuss and take action if any regarding the Government Collection Association of Texas, the percentage rates and process in which they take collections for the County regarding court fines, fees, etc.

21. 2B 335 Discuss and Approve Emergency Fire Service election process.

22. 2B 418 Purchase two credit card machines for the Justice of the Peace office and the County/District Clerks office.

23. 2B 453 Approve Subdivision Regulations for Rains County.

24. 2B 463 Approve funds for 2001 County Employee's Christmas Party.

25. 2A 169 Discuss manning and operation of the Rains County Animal Shelter.

26. 2B 481 Discuss and take action on monies being spent from the miscellaneous fund.

27. N/A Clarification of comments on County Road #2425.

28. 2B 507 Discuss purchasing (3) additional bulletin boards for (new)Courthouse Annex.

29. 2B 714 Discuss any and all personnel matters.

## EXECUTIVE SESSION

During the course of the meeting covered by this notice, should the court determine that a closed or executive meeting or session of the Court be required, then such closed or executive meeting or session as authorized by Section 551.071 through 551.076 of the Texas Government Code shall be held by the Court at the date, hour, and place given in this notice or shortly thereafter. Sections **551.071**-Consult With An Attorney; **551.072**-Real Property; **551.073**-Prospective Gifts; **551.074**-Personnel Matters; **551.075**-Conference With Employees; **551.076**-Security Devices.

## CERTIFICATION

ATTEST:

RM Sisk

Robert M. Sisk
Rains County Judge
03 January 2002
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**JANUARY 9, 2002**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 9TH DAY OF JANUARY, 2002, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, JANUARY 9, 2002

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON WEDNESDAY, THE 9TH DAY OF JANUARY, 2002.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

PAYMENT OF ACCOUNTS

Tape 1A 743 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER GARY BISHOP TO TAKE A TEN MINUTE RECESS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED AT 10:18 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

JOHN LITTLE ADDRESSED THE COURT CONCERNING ROAD CUTTING IN HIS PRECINCT.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING THE ELEVATOR AND GRANT.

1) Tape 1B 080 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE &. DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

A) LEE ROLAND, LITTER ABATEMENT, SUBMITTED ORAL AND WRITTEN REPORT[1]. HE REPORTED THAT HIS COUNTY VEHICLE NEEDED REPAIRS AT A SUBSTANTIAL COSTS.

B) AVIS JONES, COUNTY ROADS & BRIDGES, SUBMITTED ORAL AND WRITTEN REPORT[2].

C) AVIS JONES, COUNTY ROADS & BRIDGES, ADVISED THE COURT OF THE OPTIONS AND THE COSTS OF CELLULAR PHONES.

Tape 1B 190 A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO PAY FOR THREE CELLULAR PHONES FOR THE ROAD & BRIDGE EMPLOYEES NOT TO EXCEED THE SUM OF $29.99 PLUS TAX.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

2) Tape 1B 270 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS*[3] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO AUTHORIZE PAYMENT

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[1]LOCAL ENFORCEMENT RESULTS REPORT

[2]REPORT FROM AVIS JONES

[3]COMMISSIONERS COURT REGISTER

EXCEPT FOR WARRANT 30 AND 35.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1B 221 NO ACTION.

4) Tape 1B 223 THE MATTER OF *APPROVING OR DISAPPROVING BUDGET AMENDMENTS*[4] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO APPROVE BUDGET AMENDMENTS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

5) Tape 1B 228 THE MATTER OF *APPROVING OR DISAPPROVING TREASURER'S MONTHLY AND QUARTERLY REPORTS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO APPROVE MONTHLY REPORTS[5].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

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[4]BUDGET AMENDMENTS DATED JAN. 9, 2002

[5]GENERAL LEDGER, STATEMENT OF FINANCIAL CONDITION AND STATEMENT OF EXPENSES

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO APPROVE QUARTERLY REPORTS[6].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

13) Tape 1B 250 THE MATTER OF *PURCHASING CHURCH PROPERTY BY THE SHERIFF'S OFFICE ON NORTH STREET* CAME TO THE ATTENTION OF THE COURT

JUDGE ROBERT SISK ADVISED THE COURT OF THE PRICE IN THE SUM OF $35,000.00 FOR THE PROPERTY WHICH COULD BE PAID IN TWO PAYMENTS, ONE THIS YEAR AND ONE NEXT YEAR.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO TABLE THE MATTER..

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

14) Tape 1B 282 THE MATTER OF *DISCUSSING AND TAKING ACTION ON ALLOWING THE CITY OF DALLAS TO OPEN CUT COUNTY ROADS IN PHASE II., III., AND IV. ON THE WATER LINE PROJECT*[7] CAME TO THE ATTENTION OF THE COURT

RONALD M. HAYES, P. E., JENNIFER J. COTTINGHAM, P.E., AL PETRASEK, CHARLES STRINGER AND BOB JOHNSON ADDRESSED THE COURT CONCERNING

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[6]QUARTERLY REPORT

[7]LETTER DATED 1/8/02 REQUESTING PERMISSION TO OPEN CUT COUNTY ROADS

COUNTY ROADS 2300 (TWO CUTS), 1300, 1301, 1315, 1325 AND 1490.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO ALLOW THE CITY OF DALLAS TO OPEN CUT COUNTY ROADS 2300 (TWO CUTS), 1300, 1301, 1315, 1325 AND 1490.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO AMEND THE MOTION TO ALLOW THE CITY OF DALLAS TO OPEN CUT COUNTY ROADS 2250, 2300 (TWO CUTS), 1300, 1301, 1315, 1325 AND 1490.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

25) Tape 2A 169 THE MATTER OF *DISCUSSING MANNING AND OPERATION OF THE RAINS COUNTY ANIMAL SHELTER* CAME TO THE ATTENTION OF THE COURT.

GREG STOUT ADDRESSED THE COURT CONCERNING THE CITY OF ALBA WANTING TO GIVE $10,000.00 TOWARDS THE ANIMAL SHELTER. MR. STOUT REPORTED THE MATERIAL COSTS OF THE ANIMAL SHELTER IS ESTIMATED AT $40,000.00 FOR 32 FT X 62 FT FOR A TOTAL OF 1936 SQUARE FOOT AND THE COSTS OF MANNING THE SHELTER ESTIMATED FOUR YEARS AGO AT $24,000.00 PER YEAR, PLUS A VEHICLE.

DISCUSSION

Tape 2A 298 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF,

DULY SECONDED BY COMMISSIONER GARY BISHOP TO SUPPORT THE ANIMAL SHELTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

ROBERT KLEIN ADDRESSED THE COURT.

ROBERT VITITOW, COUNTY ATTORNEY, ADDRESSED THE COURT CONCERNING HIS ADVICE REGARDING COUNTY 2425.

Tape 2A 527 A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO RECESS FOR LUNCH.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COMMISSIONER'S COURT RECONVENED AT 1:31 P.M. WITH ALL MEMBERS OF THE COMMISSIONER'S COURT PRESENT.

6) Tape 2A 580 THE MATTER OF *APPROVING THE COMMISSIONER'S COURT MEETINGS' MINUTES* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO WAIVE THE READING OF THE MINUTES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY EVELYN MALONE TO APPROVE THE MINUTES FOR DECEMBER 12, 2001 AND TO TABLE ALL OTHER MINUTES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

7) Tape 2A 654 NO ACTION

8) Tape 2A 702 THE MATTER OF *COURTHOUSE ANNEX PROJECT* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION, JUDGE SISK ADDRESSED THE COURT CONCERNING A SIGN WITH PRICES FROM JEB SALES CO.[8]

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO PURCHASE THE BRONZE BACKGROUND WITH GOLD LETTERS SIGN FOR THE FRONT OF THE COURTHOUSE FOR $535.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

9) Tape 2B 077 NO ACTION

10) Tape 2B 085 THE MATTER OF *TAKING ACTION, IF ANY, ON ALL JAIL EXPANSION ISSUES* CAME TO THE ATTENTION OF THE COURT.

VIRGIL MCENTURFF ADVISED THE COURT CONCERNING OPTIONS TO BUILD THE JAIL WITH THE MONEY ALLOTTED.

NO ACTION

11) Tape 2B 134 THE MATTER OF *TAKING ACTIONS NECESSARY FOR RAINS COUNTY TO BECOME AN AUTHORIZED AGENT OF THE TEXAS NATURAL RESOURCE CONSERVATION COMMISSION FOR THE PURPOSE OF REGULATING ON-SITE SEWAGE FACILITIES AND TO APPOINT A DESIGNATED REPRESENTATIVE* CAME TO THE

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[8]LETTER DATED 1/8/02 FROM JEB SALES CO.

ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE THE ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES[9].

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO APPOINT LEE ROLAND AS THE DESIGNATED REPRESENTATIVE OF RAINS COUNTY, TEXAS FOR THE TEXAS NATURAL RESOURCE CONSERVATION COMMISSION.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

12) Tape 2B 192 NO ACTION

15) Tape 2B 227 THE MATTER OF *REVIEWING AND APPROVE OFFICIAL BOND & OATH FOR EVELYN MALONE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY GARY BISHOP TO APPROVE THE BOND & OATH.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

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[9]ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES

16) Tape 2B 235 THE MATTER OF *APPROVING TAX REFUND FOR GRADY BUCK*[10] CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY RAYFORD BRIGGS TO APPROVE THE TAX REFUND.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 2B 244 THE MATTER OF *DISCUSSING AND TAKING ACTION ON ESTABLISHING A SALARY GRIEVANCE COMMITTEE FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY VIRGIL MCENTURFF TO USE FOUR COUNTY ELECTED OFFICIALS, COUNTY TREASURER, TERESA NORTHCUTT, COUNTY CLERK, LINDA WALLACE, COUNTY ATTORNEY, ROBERT VITITOW AND COUNTY SHERIFF, RICHARD WILSON AND DRAW FIVE NAMES FROM THE GRAND JURY.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

JUDGE ROBERT SISK DREW NAMES FROM THE LIST OF THE GRAND JURY: MARILYN DANIELS THOMAS, MERTIS CLAYTON, JULIE VASEK, TERRY MELANCON, JAMES MICHAEL GABY.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY

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[10]APPLICATION FOR TAX REFUND

SECONDED BY GARY BISHOP TO APPROVE THE NAMES DRAW FROM THE GRAND JURY LIST.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

18) Tape 2B 309 NO ACTION

19) Tape 2B 321 NO ACTION

20) Tape 2B 323 NO ACTION

21) Tape 2B 335 THE MATTER OF *DISCUSSING AND APPROVING EMERGENCY FIRE SERVICE ELECTION PROCESS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

22) Tape 2B 418 THE MATTER OF *PURCHASING TWO CREDIT CARD MACHINES FOR THE JUSTICE OF THE PEACE OFFICE AND THE COUNTY/DISTRICT CLERKS OFFICE* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO PURCHASE TWO CREDIT CARD MACHINES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

23) Tape 2B 453 THE MATTER OF *DISCUSSING AND APPROVING SUBDIVISION*

*REGULATIONS FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY EVELYN MALONE TO TABLE THE MATTER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

24) Tape 2B 463 THE MATTER OF *APPROVING FUNDS FOR 2001 COUNTY EMPLOYEE'S CHRISTMAS PARTY* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY GARY BISHOP TO APPROVE ADDITIONAL $82.00 FOR CHRISTMAS PARTY.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

26) Tape 2B 481 THE MATTER OF *DISCUSSING AND TAKING ACTION ON MONIES BEING SPENT FROM THE MISCELLANEOUS FUNDS* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO DISCONTINUE $1,000 FUND ALLOCATED FOR COUNTY JUDGE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

28) Tape 2B 507 THE MATTER OF *DISCUSSING PURCHASING (3) ADDITIONAL BULLETING BOARDS FOR (NEW) COURTHOUSE ANNEX* CAME TO THE ATTENTION OF THE COURT.

DISCUSSION

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF DULY SECONDED BY RAYFORD BRIGGS TO PURCHASE ONE BULLETIN BOARD.

COMMISSIONERS VOTING AYE: GARY BISHOP AND JUDGE SISK

COMMISSIONERS VOTING NAY: VIRGIL MCENTURFF, EVELYN MALONE AND RAYFORD BRIGGS.

MOTION DENIED.

29) Tape 2B 712 NO ACTION

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

PRESIDING OFFICER

ATTEST:

LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26 DAY OF June, 2002.

## LOCAL ENFORCEMENT RESULTS REPORT

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Grant Recipient: Rains County Contract/Project No.: 01-06-G12

Report Period: From 12/1/01 To 12/31/01 Amount of Grant Funding _____

The project funded is a (check one) ____new program or ____enhancement of an existing program.

**1. PROJECT RESULTS**

| MEASUREMENT | Total For Report Period | Total For FY 00/02 (to date) |
|---|---|---|
| Number of Littering Sites Identified (less than 5 lbs.) | 6 | 30 |
| Number of Small, Isolated Dumps Identified (5 to 100 lbs.) | 12 | 23 |
| Number of Large, Chronic Dumps Identified (more than 500 lbs.) | 0 | 1 |
| Number of Complaints Received from the Public | 4 | 12 |
| Number of Referrals Received from Other Entities | 0 | 1 |
| Number of Violators Identified | 10 | 16 |
| Number of Violators Not Identified | 18 | 28 |
| Number of Verbal Warnings Issued | 1 | 1 |
| Number of Written Warnings Issued | 1 | 2 |
| Number of Citations Issued | 1 | 3 |
| Number of Cases Tried | 0 | 3 |
| Number of Convictions | 0 | 1 |
| Number of Cases Dismissed | 0 | 1 |
| Number of Fines | 0 | 1 |
| Dollar Amount of Fines | 0 | $500 |
| Number of Community Service Orders | 0 | 0 |
| Number of Community Service Hours Ordered | 0 | 0 |
| Number of Dumps Cleaned Up due to Enforcement Actions | 4 | 12 |
| Weight/Volume of Waste Removed due to Enforcement Actions | 350lbs | 800lbs |
| Weight/Volume of Materials Diverted for Recycling/Reuse | 100 | 550gal |
| Weight/Volume of Materials Disposed of | 1000lbs | 3000lbs |
| Patrol Mileage for Enforcement Related Activities | ~~850~~ | ~~2850~~ |
| Other: If necessary, attach a summary of totals of other important activities not included above. | | |

2. **PROGRAM CONTINUATION.** Do you anticipate conducting local enforcement activities past the end of the grant term: Yes X No ____

Sheet 1 of 1

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4 day work on ditches CR 1490.

| | | |
|---|---|---|
| Motor Grader | 40 hr @ 50.00 | - 2000.00 |
| Loader | 40 hr. @ 30.00 | - 1200.00 |
| 3 men @ 10.00 = | 40 hr. @ 30.00 | - 1200.00 |
| 2 dump trucks | 40 hr @ 50.00 | - 2000.00 |
| | | $ 6400.00 |

Chas Wayne Jones Jr.

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** 84TH CO JUDGE & COMM CONFERENCE | | | | | | | |
| XX | 01/09/02 | 01/09/02 | 560.00 | UNIT ROAD & BRIDGE | SEMINAR EXPENSE | | 560.00 |
| SISK | 01/09/02 | 01/09/02 | 140.00 | COUNTY JUDGE | SEMINAR EXPENSE | | 140.00 |
| | | | | | Total Displayed | : | 700.00 |
| ***** ANDREWS CENTER | | | | | | | |
| MHMR | 01/09/02 | 01/09/02 | 418.83 | HEALTH & WELFARE | MHMR SERVICES | | 418.83 |
| | | | | | Total Displayed | : | 418.83 |
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | | |
| XX | 01/04/02 | 01/04/02 | 190.00 | GENERAL FUND | CREDIT UNION | | 190.00 |
| | | | | | Total Displayed | : | 190.00 |
| ***** ALLIED HEALTH | | | | | | | |
| HEALTH INS | 12/27/01 | 12/27/01 | 1191.00 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 1163.00 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | | 28.00 |
| | | | | | Total Displayed | : | 1191.00 |
| ***** BRODART CO | | | | | | | |
| 0870026 | 12/06/01 | 01/09/02 | 41.35 | PUBLIC LIBRARY | LIBRARY MATERIAL | | 41.35 |
| | | | | | Total Displayed | : | 41.35 |
| ***** BUSTER PAVING CO, INC | | | | | | | |
| 12642 | 12/23/01 | 01/09/02 | 2379.79 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 2379.79 |
| | | | | | Total Displayed | : | 2379.79 |
| ***** BETTY POTTS | | | | | | | |
| JUDGE RENT | 01/08/02 | 01/08/02 | 450.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 450.00 |
| | | | | | Total Displayed | : | 450.00 |
| ***** BRIGHT STAR-SALEM WATER CORP | | | | | | | |
| PCT 2 | 12/20/01 | 01/09/02 | 13.57 | UNIT ROAD & BRIDGE | WATER | | 13.57 |
| | | | | | Total Displayed | : | 13.57 |
| ***** CELLULAR ONE | | | | | | | |
| 504248631 | 12/22/01 | 01/09/02 | 38.72 | UNIT ROAD & BRIDGE | TELEPHONE | | 38.72 |
| 504141688 | 12/22/01 | 01/09/02 | -5.52 | SHERIFF & JAIL | TELEPHONE | | -5.52 |
| 504142156 | 12/22/01 | 01/09/02 | 18.33 | SHERIFF & JAIL | TELEPHONE | | 18.33 |
| | | | | | Total Displayed | : | 51.53 |
| ***** CANON FINANCIAL SERVICES, INC | | | | | | | |
| 2993682 | 12/13/01 | 01/09/02 | 94.72 | COUNTY ATTORNEY | OFFICE EQUIPMENT | | 94.72 |
| | | | | | Total Displayed | : | 94.72 |
| ***** COLONIAL LIFE & ACC INS CO | | | | | | | |
| INSURANCE | 12/27/01 | 12/27/01 | 94.15 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 94.15 |
| | | | | | Total Displayed | : | 94.15 |
| ***** CLIFTON'S MAINTENANCE | | | | | | | |
| XX | 12/18/01 | 01/09/02 | 40.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 40.00 |
| SHERIFF | 12/12/01 | 01/09/02 | 12.50 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 12.50 |
| | | | | | Total Displayed | : | 52.50 |
| ***** CITY OF EMORY | | | | | | | |
| PCT 3 | 12/20/01 | 01/09/02 | 33.50 | UNIT ROAD & BRIDGE | WATER | | 33.50 |
| JAIL | 12/20/01 | 01/09/02 | 815.47 | SHERIFF & JAIL | WATER | | 815.47 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| LIBRARY | 12/20/01 | 01/09/02 | 58.17 | PUBLIC LIBRARY | UTILITIES | 58.17 |
| CTHSE | 12/20/01 | 01/09/02 | 107.22 | NON-DEPARTMENTAL | WATER | 107.22 |
| AGENT | 12/20/01 | 01/09/02 | 42.97 | NON-DEPARTMENTAL | WATER | 42.97 |
| ANNEX | 12/20/01 | 01/09/02 | 80.49 | NON-DEPARTMENTAL | WATER | 80.49 |
| JUDGE | 12/20/01 | 01/09/02 | 52.00 | NON-DEPARTMENTAL | WATER | 52.00 |
| ANNEX | 12/20/01 | 01/09/02 | 18.00 | NON-DEPARTMENTAL | WATER | 18.00 |
| | | | | | Total Displayed : | 1207.82 |
| ***** COMPUTER PARTS & UPGRADES | | | | | | |
| 1150 | 12/28/01 | 01/09/02 | 80.00 | REGISTRATION OFFICE | EQUIPMENT MAINT | 80.00 |
| | | | | | Total Displayed : | 80.00 |
| ***** DEE'S KEYS | | | | | | |
| 1318 | 01/04/02 | 01/09/02 | 40.10 | MAINTENANCE | BLDG. MAINT | 40.10 |
| | | | | | Total Displayed : | 40.10 |
| ***** DUKO OIL CO | | | | | | |
| 16328 | 12/19/01 | 01/09/02 | 47.17 | UNIT ROAD & BRIDGE | FUEL & OIL | 47.17 |
| 16348 | 12/21/01 | 01/09/02 | 39.20 | UNIT ROAD & BRIDGE | FUEL & OIL | 39.20 |
| 16399 | 12/27/01 | 01/09/02 | 35.48 | UNIT ROAD & BRIDGE | FUEL & OIL | 35.48 |
| 82357 | 01/03/02 | 01/09/02 | 354.00 | UNIT ROAD & BRIDGE | FUEL & OIL | 354.00 |
| 16247 | 12/10/01 | 01/09/02 | 7.20 | SHERIFF & JAIL | FUEL & OIL | 7.20 |
| 82319 | 12/19/01 | 01/09/02 | 591.50 | SHERIFF & JAIL | FUEL & OIL | 591.50 |
| 82333 | 12/27/01 | 01/09/02 | 362.44 | SHERIFF & JAIL | FUEL & OIL | 362.44 |
| 16298 | 12/14/01 | 01/09/02 | 12.68 | 1115 ** NOT ON FILE ** | FUEL | 12.68 |
| 16351 | 12/21/01 | 01/09/02 | 13.50 | 1115 ** NOT ON FILE ** | FUEL | 13.50 |
| | | | | | Total Displayed : | 1463.17 |
| ***** DOLLAR GENERAL | | | | | | |
| XX | 12/27/01 | 01/09/02 | 10.00 | MAINTENANCE | CUSTODIAL SUPPLIES | 10.00 |
| 275610 | 01/08/02 | 01/09/02 | 4.00 | MAINTENANCE | BLDG. MAINT | 4.00 |
| | | | | | Total Displayed : | 14.00 |
| ***** DARRELL PARKER | | | | | | |
| TAX REFUND | 12/27/01 | 12/27/01 | 19.15 | NON-DEPARTMENTAL | TAX REFUND | 19.15 |
| | | | | | Total Displayed : | 19.15 |
| ***** DESK TOP | | | | | | |
| 12535 | 10/11/01 | 01/09/02 | 120.99 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 120.99 |
| 13014 | 12/27/01 | 01/09/02 | 22.86 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 22.86 |
| 13025 | 12/26/01 | 01/09/02 | 14.00 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | 14.00 |
| 13036 | 01/02/02 | 01/09/02 | 7.78 | COUNTY ATTORNEY | OFFICE SUPPLIES | 7.78 |
| | | | | | Total Displayed : | 165.63 |
| ***** EMORY AUTOMOTIVE | | | | | | |
| 14868 | 12/12/01 | 01/09/02 | 2929.53 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 2929.53 |
| 14948 | 12/22/01 | 01/09/02 | 80.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 80.00 |
| | | | | | Total Displayed : | 3009.53 |
| ***** ELECTRONIC FEDERAL TAX PMT SYS | | | | | | |
| WH-SS | 01/04/02 | 01/04/02 | 9879.93 | GENERAL FUND | PAYROLL W/H PAYABLE | 3435.16 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL W/H PAYABLE | 124.21 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | 6167.56 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL FICA PAYABLE | 153.00 |
| | | | | | Total Displayed : | 9879.93 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** EIGHTH JUDICIAL DISTRICT | | | | | | |
| SEC-COORD | 01/09/02 | 01/09/02 | 372.41 | 8TH DISTRICT COURT | SECRETARY-COORDINATOR | 372.41 |
| OTHER EXP | 01/09/02 | 01/09/02 | 103.50 | 8TH DISTRICT COURT | OTHER EXPENSES | 103.50 |
| A/J BLDG | 01/09/02 | 01/09/02 | 709.75 | 8TH DISTRICT COURT | A/J BLDG. EXPENSES | 709.75 |
| | | | | | Total Displayed : | 1185.66 |
| ***** JONES GARAGE | | | | | | |
| 22665 | 12/10/01 | 01/09/02 | 141.75 | 1115 ** NOT ON FILE ** | OTHER | 141.75 |
| | | | | | Total Displayed : | 141.75 |
| ***** FLORENE MCMILLAN | | | | | | |
| EMP DINNER | 12/27/01 | 12/27/01 | 200.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 200.00 |
| | | | | | Total Displayed : | 200.00 |
| ***** GRIFFIN COMMUNICATION & SECURITY | | | | | | |
| 33967 | 01/01/02 | 01/09/02 | 59.90 | PUBLIC LIBRARY | BUILDING MAINT | 59.90 |
| | | | | | Total Displayed : | 59.90 |
| ***** HUNT COUNTY | | | | | | |
| CT REP | 01/09/02 | 01/09/02 | 425.00 | 354TH DISTRICT COURT | COURT REPORTER | 425.00 |
| SEC-COORD | 01/09/02 | 01/09/02 | 175.00 | 354TH DISTRICT COURT | SECRETARY-COORDINATOR | 175.00 |
| | | | | | Total Displayed : | 600.00 |
| ***** HOPKINS COUNTY JUVENILE PROBATIO | | | | | | |
| JUV PROB | 01/09/02 | 01/09/02 | 483.33 | 8TH DISTRICT COURT | JUVENILE PROBATION | 483.33 |
| | | | | | Total Displayed : | 483.33 |
| ***** HALL'S PHARMACY | | | | | | |
| ACCT 317 | 11/28/01 | 01/09/02 | 22.58 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 22.58 |
| ACCT 317 | 12/30/01 | 01/09/02 | 79.98 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 79.98 |
| | | | | | Total Displayed : | 102.56 |
| ***** HOOTEN'S WELDING & MFG | | | | | | |
| XX | 12/04/01 | 01/09/02 | 24.22 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 24.22 |
| XX | 12/04/01 | 01/09/02 | 35.50 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 35.50 |
| XX | 12/20/01 | 01/09/02 | 39.41 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 39.41 |
| XX | 12/21/01 | 01/09/02 | 22.79 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 22.79 |
| | | | | | Total Displayed : | 121.92 |
| ***** I C O PIPE SUPPLY | | | | | | |
| 50530 | 12/17/01 | 01/09/02 | 10.64 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 10.64 |
| 50542 | 12/14/01 | 01/09/02 | 328.33 | MAINTENANCE | BLDG. MAINT | 328.33 |
| | | | | | Total Displayed : | 338.97 |
| ***** ICS | | | | | | |
| 18980 | 12/12/01 | 01/09/02 | 116.89 | SHERIFF & JAIL | PRISONER SUPPLIES | 116.89 |
| | | | | | Total Displayed : | 116.89 |
| ***** J & R DISCOUNT AUTO SUPPLY | | | | | | |
| D128207 | 12/13/01 | 01/09/02 | 59.90 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 59.90 |
| D128769 | 12/26/01 | 01/09/02 | 59.85 | UNIT ROAD & BRIDGE | FUEL & OIL | 59.85 |
| D128676 | 12/21/01 | 01/09/02 | 45.28 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 45.28 |
| D128688 | 12/21/01 | 01/09/02 | 73.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 73.00 |
| D128186 | 12/13/01 | 01/09/02 | 15.18 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 15.18 |
| D128108 | 12/12/01 | 01/09/02 | 12.37 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 12.37 |
| D127716 | 12/04/01 | 01/09/02 | 42.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 42.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| D127703 | 12/04/01 | 01/09/02 | 76.08 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 76.08 |
| D127745 | 12/05/01 | 01/09/02 | 5.80 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 5.80 |
| D127744 | 12/05/01 | 01/09/02 | 68.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 68.00 |
| D127809 | 12/06/01 | 01/09/02 | 25.84 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 25.84 |
| | | | | | Total Displayed : | 483.30 |
| ***** JOANN ALLEN | | | | | | |
| REIMB | 12/05/01 | 01/09/02 | 47.86 | PUBLIC LIBRARY | TRAVEL | 47.86 |
| | | | | | Total Displayed : | 47.86 |
| ***** JIM'S CABINET SHOP | | | | | | |
| XX | 12/21/01 | 01/09/02 | 125.00 | NON-DEPARTMENTAL | B&B BUILDING | 125.00 |
| | | | | | Total Displayed : | 125.00 |
| ***** JIM TURNER INSURANCE AGENCY | | | | | | |
| FISCHER | 10/18/01 | 01/09/02 | 50.00 | SHERIFF & JAIL | BONDS | 50.00 |
| | | | | | Total Displayed : | 50.00 |
| ***** KENNETH NEINAST | | | | | | |
| EXPENSE | 01/09/02 | 01/09/02 | 300.00 | COUNTY AGENT | TRAVEL ALLOWANCE | 300.00 |
| | | | | | Total Displayed : | 300.00 |
| ***** LIFE INVESTORS INSURANCE CO | | | | | | |
| INSURANCE | 01/04/02 | 01/04/02 | 183.80 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 183.80 |
| | | | | | Total Displayed : | 183.80 |
| ***** MAX A MART | | | | | | |
| 91058 | 12/29/01 | 01/09/02 | 20.01 | MAINTENANCE | CUSTODIAL SUPPLIES | 20.01 |
| | | | | | Total Displayed : | 20.01 |
| ***** METRO SERVICE | | | | | | |
| 4269 | 12/22/01 | 01/09/02 | 198.50 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 198.50 |
| | | | | | Total Displayed : | 198.50 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | |
| SISK | 01/04/02 | 01/04/02 | 75.00 | GENERAL FUND | LEVY | 75.00 |
| | | | | | Total Displayed : | 75.00 |
| ***** MIDWEST RADAR & EQUIPMENT | | | | | | |
| 46429 | 12/21/01 | 01/09/02 | 63.00 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | 63.00 |
| | | | | | Total Displayed : | 63.00 |
| ***** MAP SPECIALISTS ADDRESSING GROUP | | | | | | |
| 535 | 12/26/01 | 01/09/02 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| 536 | 12/26/01 | 01/09/02 | 750.00 | NON-DEPARTMENTAL | 911 ADDRESSING | 750.00 |
| | | | | | Total Displayed : | 1500.00 |
| ***** NACO CLEARING ACCOUNT | | | | | | |
| DEF COMP | 01/04/02 | 01/04/02 | 10.00 | GENERAL FUND | DEFERRED COMP. | 10.00 |
| | | | | | Total Displayed : | 10.00 |
| ***** NATIONAL TRAVELERS LIFE INS CO | | | | | | |
| INSURANCE | 01/08/02 | 01/08/02 | 81.21 | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 81.21 |
| | | | | | Total Displayed : | 81.21 |
| ***** OFFICE DEPOT | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| 146709286 | 12/11/01 | 01/09/02 | 13.16 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 13.16 |
| 147709166 | 12/24/01 | 01/09/02 | 31.35 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 31.35 |
| 146709286 | 12/11/01 | 01/09/02 | 791.97 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 791.97 |
| 146709286 | 12/11/01 | 01/09/02 | 13.10 | COUNTY JUDGE | OFFICE SUPPLIES | 13.10 |
| 147709166 | 12/24/01 | 01/09/02 | 31.35 | COUNTY JUDGE | OFFICE SUPPLIES | 31.35 |
| 146711086 | 12/21/01 | 01/09/02 | -32.72 | COUNTY JUDGE | OFFICE SUPPLIES | -32.72 |
| 147705706 | 12/28/01 | 01/09/02 | 93.88 | COUNTY JUDGE | OFFICE SUPPLIES | 93.88 |
| 147711124 | 12/28/01 | 01/09/02 | 9.69 | COUNTY JUDGE | OFFICE SUPPLIES | 9.69 |
| | | | | | Total Displayed : | 951.78 |
| ***** PHILIP ALEXANDER, ATTY | | | | | | |
| DOBBS | 12/20/01 | 01/09/02 | 543.75 | 354TH DISTRICT COURT | TRIAL EXPENSE | 543.75 |
| VAUGHN | 12/20/01 | 01/09/02 | 206.25 | 354TH DISTRICT COURT | TRIAL EXPENSE | 206.25 |
| | | | | | Total Displayed : | 750.00 |
| ***** PETTY CASH | | | | | | |
| REIMB | 01/01/02 | 01/09/02 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | 28.76 |
| REIMB | 12/18/01 | 01/09/02 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | 28.76 |
| | | | | | Total Displayed : | 57.52 |
| ***** PARIS FIRE EXTINGUISHER CO | | | | | | |
| 25027 | 11/16/01 | 01/09/02 | 101.00 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 101.00 |
| 25025 | 11/16/01 | 01/09/02 | 41.00 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 41.00 |
| 25024 | 11/16/01 | 01/09/02 | 15.00 | PUBLIC LIBRARY | BUILDING MAINT | 15.00 |
| | | | | | Total Displayed : | 157.00 |
| ***** PRICE FORD-LINCOLN-MERCURY | | | | | | |
| 14776 | 11/29/01 | 01/09/02 | 7265.72 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 7265.72 |
| | | | | | Total Displayed : | 7265.72 |
| ***** POTTS GAS CO, INC | | | | | | |
| XX | 12/26/01 | 01/09/02 | 108.72 | UNIT ROAD & BRIDGE | FUEL & OIL | 108.72 |
| | | | | | Total Displayed : | 108.72 |
| ***** POWER PLAN | | | | | | |
| K13712 | 11/29/01 | 01/09/02 | 125.32 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 125.32 |
| | | | | | Total Displayed : | 125.32 |
| ***** PRIME SERVE FOOD DISTR INC | | | | | | |
| 302862 | 12/21/01 | 01/09/02 | 194.10 | SHERIFF & JAIL | PRISONER FOOD | 194.10 |
| 302911 | 12/28/01 | 01/09/02 | 111.02 | SHERIFF & JAIL | PRISONER FOOD | 111.02 |
| 302862 | 12/21/01 | 01/09/02 | 19.90 | SHERIFF & JAIL | PRISONER SUPPLIES | 19.90 |
| 302911 | 12/28/01 | 01/09/02 | 21.45 | SHERIFF & JAIL | PRISONER SUPPLIES | 21.45 |
| | | | | | Total Displayed : | 346.47 |
| ***** POINT TIRE SERVICE | | | | | | |
| 4310 | 12/12/01 | 01/09/02 | 686.60 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | 686.60 |
| | | | | | Total Displayed : | 686.60 |
| ***** RAINS CO APPRAISAL DISTRICT | | | | | | |
| QUARTERLY | 12/11/01 | 01/09/02 | 28582.05 | NON-DEPARTMENTAL | APPRAISAL DISTRICT | 28582.05 |
| | | | | | Total Displayed : | 28582.05 |
| ***** RHINOTEK COMPUTER PRODUCTS | | | | | | |
| 325449-1 | 12/28/01 | 01/09/02 | 164.08 | COUNTY ATTORNEY | EQUIPMENT MAINT | 164.08 |
| 325049-1 | 12/21/01 | 01/09/02 | 164.68 | COUNTY ATTORNEY | OFFICE SUPPLIES | 164.68 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | | Total Displayed : | 328.76 |
| ***** RAINS FAMILY HEALTHCARE | | | | | | |
| SISK | 12/04/01 | 01/09/02 | 35.73 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 35.73 |
| | | | | | Total Displayed : | 35.73 |
| ***** RAINS HARDWARE | | | | | | |
| 17925 | 12/12/01 | 01/09/02 | 2.98 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 2.98 |
| 17928 | 12/12/01 | 01/09/02 | 1.09 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 1.09 |
| 17767 | 11/27/01 | 01/09/02 | 4.20 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 4.20 |
| 17706 | 11/26/01 | 01/09/02 | 2.79 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 2.79 |
| 17705 | 11/26/01 | 01/09/02 | 10.08 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 10.08 |
| 17702 | 11/26/01 | 01/09/02 | 2.58 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 2.58 |
| 18153 | 12/04/01 | 01/09/02 | 48.47 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 48.47 |
| 18258 | 12/20/01 | 01/09/02 | 81.67 | MAINTENANCE | BLDG. MAINT | 81.67 |
| 18242 | 12/19/01 | 01/09/02 | 12.45 | MAINTENANCE | BLDG. MAINT | 12.45 |
| 17822 | 12/05/01 | 01/09/02 | 93.56 | MAINTENANCE | BLDG. MAINT | 93.56 |
| 17436 | 11/28/01 | 01/09/02 | 1.19 | MAINTENANCE | BLDG. MAINT | 1.19 |
| 17687 | 11/23/01 | 01/09/02 | 32.67 | MAINTENANCE | BLDG. MAINT | 32.67 |
| | | | | | Total Displayed : | 293.73 |
| ***** ROBERT SISK | | | | | | |
| REIMB | 12/14/01 | 01/09/02 | 217.57 | NON-DEPARTMENTAL | 8&B BUILDING | 217.57 |
| REIMB | 01/02/02 | 01/09/02 | 132.56 | COUNTY JUDGE | SEMINAR EXPENSE | 132.56 |
| | | | | | Total Displayed : | 350.13 |
| ***** SMITH CO PUBLIC HEALTH DIST | | | | | | |
| 0002214IN | 12/14/01 | 01/09/02 | 198.75 | SHERIFF & JAIL | SEMINAR EXPENSE | 198.75 |
| | | | | | Total Displayed : | 198.75 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | |
| 201030900 | 01/03/02 | 01/09/02 | 23.69 | SHERIFF & JAIL | PRISONER SUPPLIES | 23.69 |
| 112200925 | 12/20/01 | 01/09/02 | 230.26 | SHERIFF & JAIL | PRISONER FOOD | 230.26 |
| 201030900 | 01/03/02 | 01/09/02 | 250.68 | SHERIFF & JAIL | PRISONER FOOD | 250.68 |
| | | | | | Total Displayed : | 504.63 |
| ***** SAV ON OFFICE SUPPLIES | | | | | | |
| 1212497 | 12/13/01 | 01/09/02 | 10.97 | PUBLIC LIBRARY | OFFICE SUPPLIES | 10.97 |
| | | | | | Total Displayed : | 10.97 |
| ***** SPRINT PCS | | | | | | |
| SHERIFF | 12/17/01 | 01/09/02 | 288.28 | SHERIFF & JAIL | TELEPHONE | 288.28 |
| | | | | | Total Displayed : | 288.28 |
| ***** SECURITY PLUMBING SUPPLIERS, INC | | | | | | |
| 96198 | 12/20/01 | 01/09/02 | 156.67 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 156.67 |
| | | | | | Total Displayed : | 156.67 |
| ***** SOUTH RAINS WATER SUPPLY | | | | | | |
| PCT 1 | 12/18/01 | 01/09/02 | 15.16 | UNIT ROAD & BRIDGE | WATER | 15.16 |
| | | | | | Total Displayed : | 15.16 |
| ***** SULPHUR SPRINGS TRANSMISSION | | | | | | |
| XX | 12/26/01 | 01/09/02 | 1075.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 1075.00 |
| | | | | | Total Displayed : | 1075.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| ***** SHIRLEY WEEKS | | | | | | | |
| HOMEECEXP | 01/09/02 | 01/09/02 | 200.00 | COUNTY AGENT | ECONOMIST TRAVEL ALLOWANCE | | 200.00 |
| | | | | | Total Displayed | : | 200.00 |
| ***** TEXACO | | | | | | | |
| XX | 12/14/01 | 01/09/02 | 14.85 | SHERIFF & JAIL | FUEL & OIL | | 14.85 |
| | | | | | Total Displayed | : | 14.85 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | | |
| PCT 1 | 12/27/01 | 01/09/02 | 243.53 | UNIT ROAD & BRIDGE | ELECTRIC | | 243.53 |
| JAIL | 01/02/02 | 01/09/02 | 1079.64 | SHERIFF & JAIL | ELECTRIC | | 1079.64 |
| ALLENWIRE | 12/19/01 | 01/09/02 | 36.66 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 36.66 |
| LIBRARY | 12/19/01 | 01/09/02 | 352.96 | PUBLIC LIBRARY | UTILITIES | | 352.96 |
| AGENT | 01/03/02 | 01/09/02 | 46.90 | NON-DEPARTMENTAL | ELECTRIC | | 46.90 |
| CTHSE | 01/03/02 | 01/09/02 | 274.26 | NON-DEPARTMENTAL | ELECTRIC | | 274.26 |
| ANNEX | 01/02/02 | 01/09/02 | 771.26 | NON-DEPARTMENTAL | ELECTRIC | | 771.26 |
| JUDGE | 01/02/02 | 01/09/02 | 91.69 | NON-DEPARTMENTAL | ELECTRIC | | 91.69 |
| | | | | | Total Displayed | : | 2896.90 |
| ***** TYLER ASPHALT & GRAVEL CO | | | | | | | |
| 10003923 | 12/27/01 | 01/09/02 | 615.57 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 615.57 |
| 10003960 | 12/28/01 | 01/09/02 | 619.14 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 619.14 |
| 10003984 | 01/02/02 | 01/09/02 | 608.18 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 608.18 |
| 10004003 | 01/03/02 | 01/09/02 | 615.57 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 615.57 |
| | | | | | Total Displayed | : | 2458.46 |
| ***** TEXAS A & M - COMMERCE | | | | | | | |
| XX | 12/17/01 | 01/09/02 | 600.00 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | | 600.00 |
| | | | | | Total Displayed | : | 600.00 |
| ***** TEXAS ASSOCIATION OF COUNTIES | | | | | | | |
| XX | 12/19/01 | 01/09/02 | 935.00 | NON-DEPARTMENTAL | DUES | | 935.00 |
| | | | | | Total Displayed | : | 935.00 |
| ***** TAC INSURANCE TRUST FUND | | | | | | | |
| HEALTH INS | 12/31/01 | 12/31/01 | 17417.31 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 14863.32 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | | 391.14 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | | 2162.85 |
| HEALTH INS | 12/31/01 | 12/31/01 | 156.53 | NON-DEPARTMENTAL | HEALTH INSURANCE | | 152.48 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | | 4.05 |
| | | | | | Total Displayed | : | 17573.84 |
| ***** TAC-WORKERS COMP FUND | | | | | | | |
| WORK COMP | 12/21/01 | 01/09/02 | 4559.50 | NON-DEPARTMENTAL | WORKERS COMP. | | 4559.50 |
| | | | | | Total Displayed | : | 4559.50 |
| ***** THE COMPUTER MAN | | | | | | | |
| 20010267 | 12/24/01 | 01/09/02 | 60.00 | COUNTY & DIST. CLERK | EQUIPMENT MAINT | | 60.00 |
| | | | | | Total Displayed | : | 60.00 |
| ***** TEXAS STEEL CULVERT CO | | | | | | | |
| 217512BAL | 11/15/01 | 01/09/02 | 200.00 | UNIT ROAD & BRIDGE | CULVERTS | | 200.00 |
| | | | | | Total Displayed | : | 200.00 |
| ***** TRAYLOR'S TOWING SERVICE | | | | | | | |
| 2733 | 12/24/01 | 01/09/02 | 75.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | | 75.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | | Total Displayed : | 75.00 |
| ***** TXI | | | | | | |
| 7045470 | 12/20/01 | 01/09/02 | 140.00 | NON-DEPARTMENTAL | B&B BUILDING | 140.00 |
| | | | | | Total Displayed : | 140.00 |
| ***** TXU GAS | | | | | | |
| LIBRARY | 12/05/01 | 01/09/02 | 24.69 | PUBLIC LIBRARY | UTILITIES | 24.69 |
| | | | | | Total Displayed : | 24.69 |
| ***** U S POST OFFICE | | | | | | |
| POSTAGE | 01/09/02 | 01/09/02 | 34.00 | PUBLIC LIBRARY | POSTAGE | 34.00 |
| | | | | | Total Displayed : | 34.00 |
| ***** VERIZON | | | | | | |
| PCT 1 | 12/19/01 | 01/09/02 | 147.08 | UNIT ROAD & BRIDGE | TELEPHONE | 147.08 |
| PCT 2 | 12/19/01 | 01/09/02 | 45.16 | UNIT ROAD & BRIDGE | TELEPHONE | 45.16 |
| PCT 3 | 12/19/01 | 01/09/02 | 57.59 | UNIT ROAD & BRIDGE | TELEPHONE | 57.59 |
| LIBRARY | 12/07/01 | 01/09/02 | 28.10 | PUBLIC LIBRARY | TELEPHONE | 28.10 |
| LIBRARY | 12/19/01 | 01/09/02 | 101.74 | PUBLIC LIBRARY | TELEPHONE | 101.74 |
| AGENT | 12/19/01 | 01/09/02 | 142.08 | COUNTY AGENT | TELEPHONE | 142.08 |
| JUDGE | 12/19/01 | 01/09/02 | 187.49 | COUNTY JUDGE | TELEPHONE | 187.49 |
| ANNEX | 12/25/01 | 01/09/02 | 660.90 | NON-DEPARTMENTAL | TELEPHONE | 660.90 |
| | | | | | Total Displayed : | 1370.14 |
| ***** WALMART COMMUNITY BRC | | | | | | |
| 5384 | 12/10/01 | 01/09/02 | 79.88 | SHERIFF & JAIL | EQUIPMENT | 79.88 |
| 5384 | 12/10/01 | 01/09/02 | 7.85 | SHERIFF & JAIL | OFFICE SUPPLIES | 7.85 |
| 1006 | 11/25/01 | 01/09/02 | 3.79 | SHERIFF & JAIL | OFFICE SUPPLIES | 3.79 |
| 6011 | 12/11/01 | 01/09/02 | 40.25 | SHERIFF & JAIL | OFFICE SUPPLIES | 40.25 |
| 5354 | 12/03/01 | 01/09/02 | 2.05 | SHERIFF & JAIL | OFFICE SUPPLIES | 2.05 |
| | | | | | Total Displayed : | 133.82 |
| ***** W C FERRELL, JR, ARCHITECT | | | | | | |
| 0010 | 01/02/02 | 01/09/02 | 475.00 | B & B CONSTRUCTION | CONSTRUCTION | 475.00 |
| | | | | | Total Displayed : | 475.00 |
| ***** WILLIE G MORRES | | | | | | |
| XX | 01/09/02 | 01/09/02 | 5175.00 | NON-DEPARTMENTAL | B&B BUILDING | 5175.00 |
| | | | | | Total Displayed : | 5175.00 |
| ***** WILLIAM H MCDOWELL, ATTY | | | | | | |
| FERGUSON | 01/04/02 | 01/09/02 | 300.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 300.00 |
| THOMAS | 01/04/02 | 01/09/02 | 350.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 350.00 |
| LIDE | 01/04/02 | 01/09/02 | 350.00 | COUNTY COURT | DIST-TRIAL EXPENSE | 350.00 |
| | | | | | Total Displayed : | 1000.00 |
| ***** WEST PUBLISHING CO | | | | | | |
| XX | 12/12/01 | 01/09/02 | 271.00 | LAW LIBRARY FUND | LAW LIBRARY | 271.00 |
| XX | 12/20/01 | 01/09/02 | 120.00 | LAW LIBRARY FUND | LAW LIBRARY | 120.00 |
| 6000067608 | 09/29/01 | 01/09/02 | 83.00 | COUNTY ATTORNEY | LAW LIBRARY | 83.00 |
| | | | | | Total Displayed : | 474.00 |
| ***** XEROX CORPORATION | | | | | | |
| 086015812 | 12/21/01 | 01/09/02 | 66.00 | NON-DEPARTMENTAL | COPIERS | 66.00 |
| 591323508 | 01/02/02 | 01/09/02 | 76.21 | NON-DEPARTMENTAL | COPIERS | 76.21 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| | | | | | Total Displayed = | 142.21 |

Grand Total of Displayed $ 108876.83

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 94740.38 |
| 007 | LAW ENFORCEMENT TRAINING | 600.00 |
| 010 | UNIT ROAD & BRIDGE | 11895.71 |
| 034 | PUBLIC LIBRARY | 774.74 |
| 038 | LAW LIBRARY FUND | 391.00 |
| 044 | B & B CONSTRUCTION | 475.00 |
| TOTAL ALL FUNDS: | | 108876.83 |

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# COUNTY OF RAINS

*100 Quitman Street*
P.O. Box 158
Emory, Texas 75440

*Tel: (903) 473-2555*
Fax: (903) 473-4298
Email: rains.co.judge@globeco.net

January 9, 2002
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| Exception warrant 30435 | PB |
| | |
| | |
| | |
| | |
| | |
| | |

Signed this 9th of January 20 02

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone
Evelyn Malone, Comm., Pct. 2

Gary Bishop, Comm., Pct. 3

Rayford Briggs, Comm., Pct. 4

RM Sisk
Robert M. Sisk, County Judge

BUDGET AMENDMENTS

VOL 0034 PAGE 691

Date: Jan. 9, 2002

Honorable Commissioners Court of Rains County:

I would like to request the following amendments to the departmental budget:

| | FUND | LINE ITEM | AMOUNT |
|---|---|---|---|
| FROM: | | | |
| TO: General Operating | Non-Dept. | Telephone | 7863.00 |
| REASON: Set up new line item. | | | |
| FROM: General Operating | J. P. | Telephone | 1699.28 |
| TO: General Operating | Non-Dept. | Telephone | 1699.28 |
| REASON: | | | |
| FROM: General Operating | Co. & Dist. Clerk | Telephone | 1246.06 |
| TO: General Operating | Non-Dept. | Telephone | 1246.06 |
| REASON: | | | |
| FROM: General Operating | Registration | Telephone | 3039.45 |
| TO: General Operating | Non-Dept. | Telephone | 3039.45 |
| REASON: | | | |
| FROM: General Operating | Co. Atty. | Telephone | 1878.48 |
| TO: General Operating | Non-Dept. | Telephone | 1878.48 |
| REASON: | | | |

Teresa Northcutt
County Treasurer

Approved by Commissioners Court

# ORDER ADOPTING RULES OF RAINS COUNTY, TEXAS FOR ON-SITE SEWAGE FACILITIES

## PREAMBLE

WHEREAS, the Texas Natural Resource Conservation Commission has established Design Criteria for on-site sewage facilities to provide the citizens of this State with adequate public health protection and a minimum of environmental pollution; and

WHEREAS, the Legislature has enacted legislation, codified as Texas Health and Safety Code, Chapter 366, which authorizes a local government to regulate the use of on-site sewage disposal facilities in its jurisdiction in order to abate or prevent pollution, or injury to public health arising out of the use of on-site sewage facilities; and

WHEREAS, due notice was given of a meeting and public hearing to determine whether the Commissioners Court of Rains County, Texas should enact an order controlling or prohibiting the installation or use of on-site sewage facilities in the County of Rains, Texas; and

WHEREAS, said meeting and public hearing were held in accordance with the notice thereof, and the evidence and arguments there presented were considered by the Commissioner Court of Rains County, Texas; and

WHEREAS, the Commissioners Court of Rains County, Texas finds that the use of on-site sewage facilities in Rains County, Texas is causing or may cause pollution, and is injuring or may injure the public health; and

WHEREAS, the Commissioners Court of Rains County, Texas has considered the matter and deems it appropriate to enact an Order adopting Rules regulating on-site sewage facilities to abate or prevent pollution, or injury to public health in Rains County, Texas.

NOW, THEREFORE, BE IT ORDERED BY THE COMMISSIONERS COURT OF RAINS COUNTY, TEXAS:

SECTION 1. THAT the matters and facts recited in the preamble hereof are hereby found and determined to be true and correct;

SECTION 2. THAT the use of on-site sewage facilities in Rains County, Texas is causing or may cause pollution or is injuring or may injure the public health;

SECTION 3. That an Order for Rains County, Texas BE adopted entitled "On-Site

Sewage Disposal", which shall read as follows:

AN ORDER ENTITLED ON-SITE SEWAGE DISPOSAL

SECTION 4. CONFLICTS.

All orders or parts of the Orders of Rains County, Texas not consistent with or in conflict with the provisions of this Order are hereby repealed.

SECTION 5. ADOPTING CHAPTER 366.

The County of Rains, Texas clearly understands the technical criteria, legal requirements, and administrative procedures and duties associated with regulating on-site sewage facilities, does adopt and will fully enforce Chapter 366 of the Texas Health and Safety Code.

SECTION 6. AREA OF JURISDICTION.

(a) The Rules shall apply to all the area lying in Rains County, Texas, except for the area regulated under an existing Rule and the areas within incorporated cities.

(b) These Rules shall apply to those incorporated cities or towns that have executed intergovernmental contracts with Rains County, Texas.

SECTION 7. ON-SITE SEWAGE FACILITY RULES.

Any structure discharging sewage into an on-site sewage facility within the jurisdictional area of Rains County, Texas must comply with the Rules adopted in Section 8 of this Order.

SECTION 8. ON-SITE SEWAGE FACILITY RULES ADOPTED.

The Rules ("Design Criteria for On-site Sewage Facilities" and Administrative Rules 30 TAC 285.1 - 285.91, attached hereto, promulgated by the Texas Natural Resource Conservation Commission for on-site sewage systems are hereby adopted, and all officials and employees of Rains County, Texas having duties under said Rules are authorized to perform such duties as are required of them under said Rules.

SECTION 9. INCORPORATION BY REFERENCE.

The Design Criteria and all future amendments and revisions thereto are incorporated by reference and are thus made apart of these Rules. A copy of the current Design Criteria is attached to these Rules as Appendix I..

SECTION 10 . DUTIES AND POWERS

The Designated Representative of County, Texas is herewith declared the designated representative for the enforcement of these Rules within its jurisdictional area. The appointed individual(s) must be approved and certified by the Texas Natural Resource Conservation Commission before assuming the duties and responsibilities of the Designated Representative of Rains County.

SECTION 11. COLLECTION OF FEES.

All fees collected for permits and/or inspections shall be made payable to Rains County, Texas.

SECTION 13. APPEALS

Persons aggrieved by an action or decision of the designated representative may appeal such action or decision to the Commissioners Court of Rains County, Texas.

SECTION 14 OR 15. PENALTIES.

This order adopts and incorporates all applicable penalty provisions related to on-site sewage facilities, which includes, but is not limited to, those found in Chapters 341 and 366 of the Texas Health and Safety Code, Chapter 26 of the Texas Water Code and 30 Tac Chapter 285.

SECTION 15. SEVERABILITY

It is hereby declared to be the intention of the Commissioners Court of Rains County, Texas that the phrases, clauses, sentences, paragraphs, and sections of this Order are severable, and if any phrase, clause, sentence, paragraph, or section of the Order should be declared unconstitutional by the valid judgement or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Order, since the same would have been enacted by the Commissioners Court without incorporation in this Order of such unconstitutional phrases, clause, sentence, paragraph, or section.

SECTION 16. RELINQUISHMENT OF ORDER

If the Commissioners Court of Rains County, Texas decides that it no longer wishes to regulate on-site sewage facilities in its area of jurisdiction, the Commissioners Court shall follow the procedures outlined below:

(a) The Commissioners Court shall inform the Texas Natural Resource Conservation Commission by certified mail at least 30 days before the published date of the public hearing notice that it wishes to relinquish its On-site Sewage Facility Order.

(b) The authorized agent shall post the required public notice in a newspaper regularly

published or circulated in the area of jurisdiction at least 30 days prior to the anticipated date of action by the authorized agent.

(c) The authorized agent shall send a copy of the public notice, a publisher's affidavit of public notice, and a certified copy of the minutes to the Texas Natural Resource Conservation Commission.

(d) The executive director shall process the request for relinquishment and may issue an order relinquishing the authority to regulate OSSF's within the authorized agent's jurisdiction or may refer the request to relinquish to the commission.

(e) Prior to issuance of a relinquishment order the local governmental entity and the executive director shall determine the exact date the authorized agent would surrender its authorized agent designation to the executive director.

SECTION 17. EFFECTIVE DATE

This Order shall be in full force and effect from and after its date of approval as required by law and upon the approval of the Texas Natural Resource Conservation Commission.

AND IT IS SO ORDERED:

PASSED AND APPROVED THIS 9th DAY OF Jan, 2002.

County Judge

Commissioner Precinct No. 1

Commissioner Precinct No. 2

Commissioner Precinct No. 3

Commissioner Precinct No. 4

(SEAL)

ATTEST:

County Clerk

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## BUDGET AMENDMENTS

Date: Jan. 9, 2002

Honorable Commissioners Court of Rains County:
I would like to request the following amendments to the departmental budget:

| | FUND | LINE ITEM | AMOUNT |
|---|---|---|---|
| FROM: | | | |
| TO: General Operating | Non-Dept. | Telephone | 7863.00 |
| REASON: Set up new line item. | | | |
| FROM: General Operating | J. P. | Telephone | 1699.28 |
| TO: General Operating | Non-Dept. | Telephone | 1699.28 |
| REASON: | | | |
| FROM: General Operating | Co. & Dist. Clerk | Telephone | 1246.06 |
| TO: General Operating | Non-Dept. | Telephone | 1246.06 |
| REASON: | | | |
| FROM: General Operating | Registration | Telephone | 3039.45 |
| TO: General Operating | Non-Dept. | Telephone | 3039.45 |
| REASON: | | | |
| FROM: General Operating | Co. Atty. | Telephone | 1878.48 |
| TO: General Operating | Non-Dept. | Telephone | 1878.48 |
| REASON: | | | |

Teresa Northcutt
County Treasurer

Approved by Commissioners Court

Attest: County Clerk

Signed this 9th day of Jan, 2002

Robert M. Sisk, County Judge

Virgil McEnturff, Commissioner, Pct. 1

Evelyn Malone, Commissioner, Pct. 2

Gary Bishop, Commissioner, Pct. 3

Rayford Briggs, Commissioner, Pct. 4

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - GENERAL FUND | | | | | | | |
| COUNTY/DISTRICT COURT | | | | | | | |
| COURT REPORTER | 2,000.00 | 2,000.00 | .00 | 200.00 | .00 | 1,800.00 | 10.0 |
| CO-JUROR EXPENSE | 2,000.00 | 2,000.00 | 24.00- | 237.00 | .00 | 1,763.00 | 11.9 |
| DIST-JUROR EXPENSE | 4,000.00 | 4,000.00 | 24.00- | 504.00 | .00 | 3,496.00 | 12.6 |
| CO-TRIAL EXPENSE | 5,000.00 | 5,000.00 | .00 | 720.89 | .00 | 4,279.11 | 14.4 |
| DIST-TRIAL EXPENSE | 21,325.00 | 21,325.00 | 2,282.40 | 8,417.81 | .00 | 12,907.19 | 39.5 |
| TOTAL COUNTY COURT | 34,325.00 | 34,325.00 | 2,234.40 | 10,079.70 | .00 | 24,245.30 | 29.4 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 612

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| 8TH DISTRICT COURT | | | | | | | |
| JUVENILE PROBATION | 5,800.00 | 5,800.00 | 483.33 | 1,449.99 | .00 | 4,350.01 | 25.0 |
| SECRETARY-COORDINATOR | 4,469.00 | 4,469.00 | 372.41 | 1,117.23 | .00 | 3,351.77 | 25.0 |
| OTHER EXPENSES | 1,242.00 | 1,242.00 | 103.50 | 310.50 | .00 | 931.50 | 25.0 |
| A/J BLDG. EXPENSES | 8,517.00 | 8,517.00 | 709.75 | 2,129.25 | .00 | 6,387.75 | 25.0 |
| TOTAL 8TH DIST COURT | 20,028.00 | 20,028.00 | 1,668.99 | 5,006.97 | .00 | 15,021.03 | 25.0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| 354TH DISTRICT COURT | | | | | | | |
| COURT REPORTER | 5,100.00 | 5,100.00 | 425.00 | 1,275.00 | .00 | 3,825.00 | 25.0 |
| JUROR EXPENSE | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| TRIAL EXPENSE | 5,000.00 | 5,000.00 | 150.00 | 1,856.25 | .00 | 3,143.75 | 37.1 |
| SECRETARY-COORDINATOR | 2,100.00 | 2,100.00 | 175.00 | 525.00 | .00 | 1,575.00 | 25.0 |
| TOTAL 354TH DISTRICT COUR | 13,200.00 | 13,200.00 | 750.00 | 3,656.25 | .00 | 9,543.75 | 27.7 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 614

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| NON-DEPARTMENTAL | | | | | | | |
| APPRAISAL DISTRICT | 110,665.00 | 110,665.00 | .00 | .00 | .00 | 110,665.00 | .0 |
| AUDIT | 8,750.00 | 8,750.00 | .00 | .00 | .00 | 8,750.00 | .0 |
| CAPITAL | 140,000.00 | 140,000.00 | .00 | 35,046.98 | .00 | 104,953.02 | 25.0 |
| BLDG. IMPROVEMENTS | 70,000.00 | 70,000.00 | .00 | .00 | .00 | 70,000.00 | .0 |
| DUES | 2,000.00 | 2,000.00 | .00 | 460.00 | .00 | 1,540.00 | 23.0 |
| PUBLICATIONS | 4,000.00 | 4,000.00 | 299.70 | 1,258.14 | .00 | 2,741.86 | 31.5 |
| INSURANCE | 68,000.00 | 68,000.00 | .00 | .00 | .00 | 68,000.00 | .0 |
| EMERGENCY RESERVE | 159,534.00 | 151,468.00 | 34,809.00 | 102,496.25 | .00 | 48,971.75 | 67.7 |
| POSTAGE & BOX RENT | 9,476.00 | 9,476.00 | 1,251.11 | 4,681.06 | .00 | 4,794.94 | 49.4 |
| TAX ATTORNEY | .00 | .00 | 2,397.72 | 7,670.07 | .00 | 7,670.07- | .0 |
| HISTORICAL COMMISSION | 2,500.00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | .0 |
| VETERAN AFFAIRS OFFICER | 2,800.00 | 2,800.00 | 244.61 | 909.17 | .00 | 1,890.83 | 32.5 |
| ECONOMIC DEVELOP. ADMIN. | 2,000.00 | 2,000.00 | 940.00 | 940.00 | .00 | 1,060.00 | 47.0 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ECONOMIC GROWTH, INC. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| STAR PROGRAM | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RE-DISTRICTING | 5,000.00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| ELECTRIC | 20,000.00 | 20,000.00 | 1,252.55 | 4,807.56 | .00 | 15,192.44 | 24.0 |
| GAS | 1,200.00 | 1,200.00 | 36.19 | 225.85 | .00 | 974.15 | 18.8 |
| WATER | 3,500.00 | 3,500.00 | 274.24 | 978.02 | .00 | 2,521.98 | 27.9 |
| TRIAL FEES TO STATE | .00 | .00 | .00 | 31.25 | .00 | 31.25- | .0 |
| TAX REFUND | .00 | .00 | 19.15 | 627.49 | .00 | 627.49- | .0 |
| 911 ADDRESSING | .00 | .00 | .00 | 4,500.00 | .00 | 4,500.00- | .0 |
| B&B BUILDING | 30,000.00 | 30,000.00 | 2,100.00 | 16,843.00 | .00 | 13,157.00 | 56.1 |
| PRISONER BOARDING | 55,000.00 | 55,000.00 | 7,020.00 | 21,216.00 | .00 | 33,784.00 | 38.6 |
| ANIMAL SHELTER | 42,000.00 | 42,000.00 | .00 | .00 | .00 | 42,000.00 | .0 |
| TRANSFER TO UNIT RD & BR | 150,000.00 | 150,000.00 | .00 | .00 | .00 | 150,000.00 | .0 |
| TRANSFER TO LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | .00 | 17,993.00 | .0 |
| COPIERS | 1,500.00 | 1,500.00 | 76.21 | 421.63 | .00 | 1,078.37 | 28.1 |
| SALARIES | 1,037,054.00 | 1,044,254.00 | 76,760.50 | 227,625.14 | .00 | 816,628.86 | 21.8 |
| SOCIAL SECURITY | 79,564.00 | 80,115.00 | 5,664.17 | 17,434.53 | .00 | 62,680.47 | 21.8 |
| RETIREMENT | 78,433.00 | 78,433.00 | 5,714.20 | 16,925.03 | .00 | 61,507.97 | 21.6 |
| WORKERS COMP. | 23,218.00 | 23,471.00 | 12.07- | 62.07- | .00 | 23,533.07 | -.3 |
| FUTA | 6,203.00 | 6,265.00 | 48.61- | 1,677.28 | .00 | 4,587.72 | 26.8 |
| HEALTH INSURANCE | 245,760.00 | 245,760.00 | 16,651.81 | 64,999.72 | .00 | 180,760.28 | 26.5 |
| O/T SALARY-SHERIFF | 12,296.00 | 12,296.00 | .00 | 2,107.65 | .00 | 10,188.35 | 17.1 |
| TOTAL NON-DEPARTMENTAL | 2,389,446.00 | 2,389,446.00 | 155,450.48 | 533,819.75 | .00 | 1,855,626.25 | 22.3 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| INDIGENT HEALTH CARE | | | | | | | |
| INDIGENT HEALTH EXPENSE | 60,300.00 | 60,300.00 | 1,463.90 | 3,976.34 | .00 | 56,323.66 | 6.6 |
| PRISONER HEALTH CARE | 6,286.00 | 6,286.00 | 139.39 | 778.40 | .00 | 5,507.60 | 12.4 |
| OFFICE SUPPLIES | 200.00 | 200.00 | 31.34 | 56.34 | .00 | 143.66 | 28.2 |
| IHC SEMINAR EXPENSE | 600.00 | 600.00 | .00 | 340.40 | .00 | 259.60 | 56.7 |
| SOFTWARE MAINTENANCE | 800.00 | 800.00 | .00 | .00 | .00 | 800.00 | .0 |
| REDBOOK UPDATE | 900.00 | 900.00 | .00 | .00 | .00 | 900.00 | .0 |
| TOTAL INDIGENT HEALTH CAR | 69,086.00 | 69,086.00 | 1,634.63 | 5,151.48 | .00 | 63,934.52 | 7.5 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 616

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| MAINTENANCE | | | | | | | |
| BLDG. MAINT | 7,500.00 | 7,500.00 | 246.95 | 1,720.17 | .00 | 5,779.83 | 22.9 |
| CUSTODIAL SUPPLIES | 5,000.00 | 5,000.00 | 479.31 | 517.31 | .00 | 4,482.69 | 10.4 |
| TOTAL MAINTENANCE | 12,500.00 | 12,500.00 | 726.26 | 2,237.48 | .00 | 10,262.52 | 17.9 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| ELECTIONS | | | | | | | |
| ELECTION PERSONNEL | 5,000.00 | 5,000.00 | .00 | 2,889.50 | .00 | 2,110.50 | 57.8 |
| ELECTION EXPENSE | 2,500.00 | 2,500.00 | 247.52 | 2,407.99 | .00 | 92.01 | 96.3 |
| TOTAL ELECTIONS | 7,500.00 | 7,500.00 | 247.52 | 5,297.49 | .00 | 2,202.51 | 70.6 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| COUNTY AGENT | | | | | | | |
| EQUIPMENT MAINTENANCE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | .00 | 488.59 | .00 | 711.41 | 40.7 |
| TELEPHONE | 1,000.00 | 1,000.00 | 137.10 | 370.84 | .00 | 629.16 | 37.1 |
| TRAVEL ALLOWANCE | 3,600.00 | 3,600.00 | 300.00 | 900.00 | .00 | 2,700.00 | 25.0 |
| ECONOMIST TRAVEL ALLOWANC | 2,400.00 | 2,400.00 | 200.00 | 600.00 | .00 | 1,800.00 | 25.0 |
| OFFICE EQUIPMENT | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| TOTAL COUNTY AGENT | 9,200.00 | 9,200.00 | 637.10 | 2,359.43 | .00 | 6,840.57 | 25.7 |

01/07/02
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| COUNTY ATTORNEY | | | | | | | |
| EQUIPMENT MAINT | 350.00 | 350.00 | .00 | .00 | .00 | 350.00 | .0 |
| DUES | 200.00 | 200.00 | .00 | 25.00 | .00 | 175.00 | 12.5 |
| BONDS | 150.00 | 150.00 | .00 | .00 | .00 | 150.00 | .0 |
| OFFICE SUPPLIES | 2,600.00 | 2,600.00 | 211.85 | 389.67 | .00 | 2,210.33 | 15.0 |
| TELEPHONE | 2,500.00 | 2,500.00 | 90.74 | 621.52 | .00 | 1,878.48 | 24.9 |
| SEMINAR EXPENSE | 3,500.00 | 3,500.00 | .00 | 500.81 | .00 | 2,999.19 | 14.3 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | 2,021.07 | .00 | 21.07- | 101.1 |
| LAW LIBRARY | 3,600.00 | 3,600.00 | 20.00 | 60.00 | .00 | 3,540.00 | 1.7 |
| CO ATTY STATE FUNDS | .00 | 6,477.77 | 6,350.17 | 6,601.17 | .00 | 123.40- | 101.9 |
| TOTAL COUNTY ATTORNEY | 14,900.00 | 21,377.77 | 6,672.76 | 10,219.24 | .00 | 11,158.53 | 47.8 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| CONSTABLE COUNTY-WIDE | | | | | | | |
| EQUIPMENT MAINT | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| BONDS | 93.00 | 93.00 | .00 | .00 | .00 | 93.00 | .0 |
| SEMINAR EXPENSES | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE EQUIPMENT | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| TOTAL CONSTABLE COUNTY-WI | 743.00 | 743.00 | .00 | .00 | .00 | 743.00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| COUNTY & DISTRICT CLERK | | | | | | | |
| EQUIPMENT MAINT | 6,300.00 | 6,300.00 | 775.00 | 3,607.85 | .00 | 2,692.15 | 57.3 |
| DUES | 75.00 | 75.00 | .00 | .00 | .00 | 75.00 | .0 |
| BONDS | 1,000.00 | 1,000.00 | .00 | 590.62 | .00 | 409.38 | 59.1 |
| OFFICE SUPPLIES | 7,000.00 | 7,000.00 | 826.92 | 4,368.61 | .00 | 2,631.39 | 62.4 |
| TELEPHONE | 1,500.00 | 1,500.00 | 2.63 | 253.94 | .00 | 1,246.06 | 16.9 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | .0 |
| OFFICE EQUIPMENT | 3,300.00 | 3,300.00 | .00 | 2,378.74 | .00 | 921.26 | 72.1 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY & DISTRICT C | 20,675.00 | 20,675.00 | 1,604.55 | 11,199.76 | .00 | 9,475.24 | 54.2 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| COUNTY JUDGE | | | | | | | |
| EQUIPMENT MAINT | 600.00 | 600.00 | .00 | 271.60 | .00 | 328.40 | 45.3 |
| DUES | 140.00 | 140.00 | .00 | .00 | .00 | 140.00 | .0 |
| BONDS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 2,250.00 | 2,250.00 | 278.50 | 757.93 | .00 | 1,492.07 | 33.7 |
| TELEPHONE | 2,500.00 | 2,500.00 | 177.24 | 712.24 | .00 | 1,787.76 | 28.5 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| OFFICE EQUIPMENT | 750.00 | 750.00 | .00 | .00 | .00 | 750.00 | .0 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY JUDGE | 8,240.00 | 8,240.00 | 455.74 | 1,741.77 | .00 | 6,498.23 | 21.1 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| COUNTY TREASURER | | | | | | | |
| EQUIPMENT MAINT | 1,800.00 | 1,800.00 | .00 | 1,370.20 | .00 | 429.80 | 76.1 |
| DUES | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| BONDS | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 46.16 | 231.00 | .00 | 969.00 | 19.3 |
| TELEPHONE | 600.00 | 600.00 | 570.11 | 798.44 | .00 | 198.44- | 133.1 |
| SEMINAR EXPENSE | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| OFFICE EQUIPMENT | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| COMPUTER | 2,500.00 | 2,500.00 | .00 | 1,800.00 | .00 | 700.00 | 72.0 |
| TOTAL COUNTY TREASURER | 6,950.00 | 6,950.00 | 616.27 | 4,199.64 | .00 | 2,750.36 | 60.4 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| JUSTICE PEACE | | | | | | | |
| AUTOPSY EXPENSE | 7,000.00 | 7,000.00 | .00 | 2,400.00 | .00 | 4,600.00 | 34.3 |
| EQUIPMENT MAINT | 300.00 | 300.00 | .00 | 120.00 | .00 | 180.00 | 40.0 |
| DUES | 35.00 | 35.00 | .00 | 95.00 | .00 | 60.00- | 271.4 |
| BONDS | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| OFFICE SUPPLIES | 1,500.00 | 1,500.00 | 60.84 | 178.46 | .00 | 1,321.54 | 11.9 |
| TELEPHONE | 1,900.00 | 1,900.00 | .00 | 200.72 | .00 | 1,699.28 | 10.6 |
| SEMINAR EXPENSE | 150.00 | 150.00 | .00 | 80.58 | .00 | 69.42 | 53.7 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| INTERPRETERS | 500.00 | 500.00 | .00 | 30.00 | .00 | 470.00 | 6.0 |
| REPLACEMENT FOR JP | 500.00 | 500.00 | .00 | 1,582.22 | .00 | 1,082.22- | 316.4 |
| TOTAL JUSTICE PEACE | 14,135.00 | 14,135.00 | 60.84 | 4,686.98 | .00 | 9,448.02 | 33.2 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| REGISTRATION OFFICE | | | | | | | |
| EQUIPMENT MAINT | .00 | .00 | .00 | 110.00 | .00 | 110.00- | .0 |
| DUES | 100.00 | 100.00 | .00 | .00 | .00 | 100.00 | .0 |
| BONDS | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE SUPPLIES | 1,676.00 | 1,676.00 | 37.34 | 859.97 | .00 | 816.03 | 51.3 |
| TELEPHONE | 3,400.00 | 3,400.00 | .00 | 360.55 | .00 | 3,039.45 | 10.6 |
| SEMINAR EXPENSE | 300.00 | 300.00 | .00 | .00 | .00 | 300.00 | .0 |
| OFFICE EQUIPMENT | 500.00 | 500.00 | .00 | 49.99 | .00 | 450.01 | 10.0 |
| TOTAL REGISTRATION OFFICE | 6,176.00 | 6,176.00 | 37.34 | 1,380.51 | .00 | 4,795.49 | 22.4 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| SHERIFF & JAIL | | | | | | | |
| BLDG. REPAIR & MAINT. | 11,000.00 | 11,000.00 | 944.51 | 3,171.07 | .00 | 7,828.93 | 28.8 |
| EQUIPMENT REPAIR & MAINT. | 6,000.00 | 6,000.00 | 4,160.46 | 6,173.51 | .00 | 173.51- | 102.9 |
| VEHICLE REPAIR & MAINT. | 9,000.00 | 9,000.00 | 6,952.61- | 3,058.37- | .00 | 12,058.37 | -34.0 |
| DUES | 350.00 | 350.00 | 25.00 | 50.00 | .00 | 300.00 | 14.3 |
| BONDS | 800.00 | 800.00 | 150.00 | 200.00 | .00 | 600.00 | 25.0 |
| OFFICE SUPPLIES | 5,000.00 | 5,000.00 | 293.81 | 2,230.63 | .00 | 2,769.37 | 44.6 |
| TELEPHONE | 7,500.00 | 7,500.00 | 755.74 | 2,537.01 | .00 | 4,962.99 | 33.8 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | 689.75 | 2,099.29 | .00 | 599.29- | 140.0 |
| ELECTRIC | 15,000.00 | 15,000.00 | 1,183.80 | 4,123.80 | .00 | 10,876.20 | 27.5 |
| GAS | 3,000.00 | 3,000.00 | 167.38 | 320.87 | .00 | 2,679.13 | 10.7 |
| WATER | 5,000.00 | 5,000.00 | 723.97 | 1,815.61 | .00 | 3,184.39 | 36.3 |
| EQUIPMENT | 5,000.00 | 5,000.00 | 400.84 | 2,447.14 | .00 | 2,552.86 | 48.9 |
| LAB - FORENSIC | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| PRISONER SUPPLIES | 7,000.00 | 7,000.00 | 551.69 | 924.98 | .00 | 6,075.02 | 13.2 |
| PRISONER FOOD | 23,000.00 | 23,000.00 | 2,063.75 | 7,509.45 | .00 | 15,490.55 | 32.7 |
| PRISONER HEALTH | 850.00 | 850.00 | .00 | .00 | .00 | 850.00 | .0 |
| FUEL & OIL | 16,000.00 | 16,000.00 | 666.85 | 5,249.61 | .00 | 10,750.39 | 32.8 |
| TOTAL SHERIFF & JAIL | 118,000.00 | 118,000.00 | 5,824.94 | 35,794.60 | .00 | 82,205.40 | 30.3 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| DEPARTMENT OF PUBLIC SAFETY | | | | | | | |
| OFFICE SUPPLIES | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| TELEPHONE | 1,500.00 | 1,500.00 | 42.99 | 220.86 | .00 | 1,279.14 | 14.7 |
| DPS RADAR | 3,395.00 | 3,395.00 | .00 | 3,359.00 | .00 | 36.00 | 98.9 |
| TOTAL DEPARTMENT OF PUBLI | 5,295.00 | 5,295.00 | 42.99 | 3,579.86 | .00 | 1,715.14 | 67.6 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| PARKS & WILDLIFE | | | | | | | |
| OFFICE SUPPLIES | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TELEPHONE | 1,750.00 | 1,750.00 | 42.99 | 128.72 | .00 | 1,621.28 | 7.4 |
| TOTAL PARKS & WILDLIFE | 2,250.00 | 2,250.00 | 42.99 | 128.72 | .00 | 2,121.28 | 5.7 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| HEALTH & WELFARE | | | | | | | |
| CHILD PROTECTIVE SERVICE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| MHMR SERVICES | 5,026.00 | 5,026.00 | 418.83 | 1,256.49 | .00 | 3,769.51 | 25.0 |
| CHILD ADVOCACY | 2,745.00 | 2,745.00 | .00 | .00 | .00 | 2,745.00 | .0 |
| TOTAL HEALTH & WELFARE | 9,771.00 | 9,771.00 | 418.83 | 1,256.49 | .00 | 8,514.51 | 12.9 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| ENVIRONMENTAL ENFORCEMENT | | | | | | | |
| OTHER | 733.00 | 733.00 | 433.80 | 825.55 | .00 | 92.55- | 112.6 |
| SUPPLIES | 1,667.00 | 1,667.00 | .00 | .00 | .00 | 1,667.00 | .0 |
| FUEL | 2,400.00 | 2,400.00 | 29.50 | 152.28 | .00 | 2,247.72 | 6.4 |
| TOTAL ENVIRONMENTAL | 4,800.00 | 4,800.00 | 463.30 | 977.83 | .00 | 3,822.17 | 20.4 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,773,697.77 | 179,589.93 | 642,773.95 | .00 | 2,130,923.82 | 23.2 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RECORDS MGMT PRESERVATION #2 | | | | | | | |
| RECORDS MANAGEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOTEL/MOTEL TAX | | | | | | | |
| HOTEL/MOTEL TAX | .00 | .00 | 500.00 | 2,150.00 | .00 | 2,150.00- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 500.00 | 2,150.00 | .00 | 2,150.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COURTHOUSE SECURITY FUND | | | | | | | |
| BAILIFF EXPENSE | .00 | .00 | .00 | 900.00 | .00 | 900.00- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | .00 | 900.00 | .00 | 900.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW ENFORCEMENT TRAINING | | | | | | | |
| TRAINING-SHERIFF | .00 | .00 | 28.65- | 929.60 | .00 | 929.60- | .0 |
| TRAINING-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | 28.65- | 929.60 | .00 | 929.60- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COMMUNITY SERVICE-JUVENILE | | | | | | | |
| SALARY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| SOCIAL SECURITY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RETIREMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

01/07/02
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JUSTICE CT TECHNOLOGY FD | | | | | | | |
| J P COURT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - UNIT ROAD & BRIDGE | | | | | | | |
| EQUIPMENT MAINT. | 40,000.00 | 40,000.00 | 2,517.94 | 8,852.94 | .00 | 31,147.06 | 22.1 |
| TELEPHONE | 3,000.00 | 3,000.00 | 118.45 | 430.61 | .00 | 2,569.39 | 14.4 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| ELECTRIC | 4,200.00 | 4,200.00 | 321.23 | 965.38 | .00 | 3,234.62 | 23.0 |
| WATER | 800.00 | 800.00 | 63.69 | 189.39 | .00 | 610.61 | 23.7 |
| FUEL & OIL | 36,000.00 | 36,000.00 | 623.47 | 5,969.76 | .00 | 30,030.24 | 16.6 |
| BRIDGE MATERIAL | 35,000.00 | 35,000.00 | .00 | 1,623.00 | .00 | 33,377.00 | 4.6 |
| CULVERTS | 19,000.00 | 19,000.00 | 6,792.00 | 12,995.00 | .00 | 6,005.00 | 68.4 |
| ROAD MATERIAL | 372,937.00 | 372,937.00 | 10,730.23 | 145,720.96 | .00 | 227,216.04 | 39.1 |
| LATERAL EXPENSE | 12,000.00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | .0 |
| TOOLS & SUPPLIES | 12,000.00 | 12,000.00 | 1,200.82 | 2,803.99 | .00 | 9,196.01 | 23.4 |
| BUILDING & MAINT. | 2,000.00 | 2,000.00 | 1,075.00 | 1,075.00 | .00 | 925.00 | 53.8 |
| R&B MATERIALS(SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | .00 | 250,000.00 | .0 |
| SALARY-UNIT RD ADMIN. | 26,000.00 | 26,000.00 | 2,000.00 | 6,000.00 | .00 | 20,000.00 | 23.1 |
| SOCIAL SECURITY | 1,989.00 | 1,989.00 | 153.00 | 459.00 | .00 | 1,530.00 | 23.1 |
| RETIREMENT | 2,007.00 | 2,007.00 | 149.60 | 439.20 | .00 | 1,567.80 | 21.9 |
| WORKERS COMP | 648.00 | 648.00 | .00 | 50.00 | .00 | 598.00 | 7.7 |
| FUTA | 198.00 | 198.00 | .00 | 17.00 | .00 | 181.00 | 8.6 |
| HEALTH INSURANCE | 5,120.00 | 5,120.00 | 435.39 | 1,670.96 | .00 | 3,449.04 | 32.6 |
| TOTAL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 26,180.82 | 189,262.19 | .00 | 635,636.81 | 22.9 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RIGHT OF WAY | | | | | | | |
| RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - I & S FUND | | | | | | | |
| COURTHOUSE ANNEX | 63,630.00 | 63,630.00 | .00 | .00 | .00 | 63,630.00 | .0 |
| JAIL EXPANSION | 62,800.00 | 62,800.00 | .00 | .00 | .00 | 62,800.00 | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | .00 | .00 | .00 | 126,430.00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PERM. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| PERMANENT IMPROVEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - AVAIL. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TAXES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - ALBA-GOLDEN ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

01/07/02
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - MILLER GROVE ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LONE OAK ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LONE OAK ISD PERM | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - CHECK COLL. & PR. FUND | | | | | | | |
| SEMINAR EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| CO ATTY OFFICE EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PUBLIC LIBRARY | | | | | | | |
| BUILDING MAINT | 2,028.27 | 2,028.27 | 29.95 | 189.85 | .00 | 1,838.42 | 9.4 |
| EQUIPMENT MAINT | 1,200.00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | .0 |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,800.00 | 1,800.00 | 32.36 | 295.38 | .00 | 1,504.62 | 16.4 |
| POSTAGE | 175.00 | 175.00 | .00 | .00 | .00 | 175.00 | .0 |
| TELEPHONE | 1,800.00 | 1,800.00 | 91.99 | 250.40 | .00 | 1,549.60 | 13.9 |
| TRAVEL | 1,100.00 | 1,100.00 | 48.68 | 69.44 | .00 | 1,030.56 | 6.3 |
| UTILITIES | 6,500.00 | 6,500.00 | 475.69 | 1,646.82 | .00 | 4,853.18 | 25.3 |
| LIBRARY MATERIAL | 2,000.00 | 2,000.00 | 172.23 | 1,067.87 | .00 | 932.13 | 53.4 |
| TX BOOK FESTIVAL GRANT | 573.73 | 573.73 | .00 | 139.44 | .00 | 434.29 | 24.3 |
| GATES GRANT | 816.00 | 816.00 | .00 | .00 | .00 | 816.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | 850.90 | 3,659.20 | .00 | 14,333.80 | 20.3 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LIBRARY CAPITAL | | | | | | | |
| CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HIST. COMMISSION FUND | | | | | | | |
| OFFICE SUPPLIES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| EQUIPMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| HISTORICAL MARKERS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW LIBRARY FUND | | | | | | | |
| LAW LIBRARY | .00 | .00 | 1,552.98 | 2,261.98 | .00 | 2,261.98- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 1,552.98 | 2,261.98 | .00 | 2,261.98- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - TDHCA GRANTS | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| WATER & HOUSING IMPROVEME | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOUSING REHAB GRANT | | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - B & B CONSTRUCTION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JAIL EXPANSION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - GENERAL FUND | | | | | | |
| AD VALOREM CURRENT | 1,768,500.00 | 1,768,500.00 | 131,677.53 | 1,083,057.35 | 685,442.65 | 61.2 |
| AD VALOREM DELINQUEN | 84,000.00 | 84,000.00 | 9,058.50 | 35,626.47 | 48,373.53 | 42.4 |
| PENALTY & INTEREST | 45,000.00 | 45,000.00 | 4,437.29 | 12,869.52 | 32,130.48 | 28.6 |
| SHERIFF FEES | 7,000.00 | 7,000.00 | .00 | 650.00 | 6,350.00 | 9.3 |
| CLERK FEES | 60,000.00 | 60,000.00 | .00 | 3,083.56 | 56,916.44 | 5.1 |
| DISTRICT CLERK FEES | 20,000.00 | 20,000.00 | .00 | 1,889.22 | 18,110.78 | 9.5 |
| COUNTY COURT FINES | 115,000.00 | 115,000.00 | .00 | 4,502.25 | 110,497.75 | 3.9 |
| DISTRICT COURT FINES | 17,000.00 | 17,000.00 | .00 | 1,766.87 | 15,233.13 | 10.4 |
| AUTO TAX TITLE | 9,300.00 | 9,300.00 | 630.00 | 2,410.00 | 6,890.00 | 25.9 |
| TAX COLLECTOR FEES | 400.00 | 400.00 | .00 | 752.00 | 352.00- | 188.0 |
| BEER & LIQUOR PERMITS | 1,200.00 | 1,200.00 | .00 | 430.00 | 770.00 | 35.8 |
| BOAT REGISTRATION | 1,300.00 | 1,300.00 | 43.50 | 161.65 | 1,138.35 | 12.4 |
| BOAT & MTR SALES TAX | 1,000.00 | 1,000.00 | 137.22 | 219.72 | 780.28 | 22.0 |
| J P FINES & FEES | 68,000.00 | 68,000.00 | 4,690.39 | 14,453.35 | 53,546.65 | 21.3 |
| CONSTABLE FEES | 400.00 | 400.00 | 50.00 | 425.00 | 25.00- | 106.3 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | 693.53- | 693.53 | .0 |
| INTEREST | 58,000.00 | 58,000.00 | 3,314.12 | 8,939.76 | 49,060.24 | 15.4 |
| SALES TAX | 244,000.00 | 244,000.00 | 27,948.84 | 80,093.47 | 163,906.53 | 32.8 |
| MIXED BEVERAGE TAX | 1,000.00 | 1,000.00 | .00 | 161.38 | 838.62 | 16.1 |
| DUMPSTER FEES | .00 | .00 | 67.00 | 233.50 | 233.50- | .0 |
| OTHER INCOME | 7,500.00 | 7,500.00 | 667.86 | 4,035.68 | 3,464.32 | 53.8 |
| TAX SUITS | .00 | .00 | 1,990.43 | 7,252.52 | 7,252.52- | .0 |
| DEPUTY GRANT | 7,820.00 | 7,820.00 | .00 | 7,820.00 | .00 | 100.0 |
| 911 ADDRESSING | .00 | .00 | .00 | .00 | .00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .0 |
| ANIMAL SHELTER | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE TRIAL FEES | .00 | .00 | 3,055.26 | 9,496.38 | 9,496.38- | .0 |
| CO ATTY STATE FUNDS | .00 | 6,477.77 | 6,477.77 | 6,477.77 | .00 | 100.0 |
| TRANS. FR REC. MGMT #2 | 800.00 | 800.00 | .00 | .00 | 800.00 | .0 |
| ESTIMATED CARRYOVER | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,773,697.77 | 194,245.71 | 1,286,113.89 | 1,487,583.88 | 46.4 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RECORDS MGMT PRESERVATION #2 | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 225.00 | 225.00- | .0 |
| INTEREST | .00 | .00 | 9.49 | 28.10 | 28.10- | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | 9.49 | 253.10 | 253.10- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOTEL/MOTEL TAX | | | | | | |
| INTEREST | .00 | .00 | 8.27 | 23.61 | 23.61- | .0 |
| TAXES | .00 | .00 | 378.78 | 2,965.74 | 2,965.74- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 387.05 | 2,989.35 | 2,989.35- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COURTHOUSE SECURITY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 313.00 | 313.00- | .0 |
| J P FEES | .00 | .00 | 183.00 | 530.04 | 530.04- | .0 |
| INTEREST | .00 | .00 | 40.71 | 121.31 | 121.31- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 223.71 | 964.35 | 964.35- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW ENFORCEMENT TRAINING | | | | | | |
| STATE COMPT-SHERIFF | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE COMPT-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COMMUNITY SERVICE-JUVENILE | | | | | | |
| COMMUNITY SERVICE FINES | .00 | .00 | 42.00 | 42.00 | 42.00- | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | 42.00 | 42.00 | 42.00- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JUSTICE CT TECHNOLOGY FD | | | | | | |
| J P FEES | .00 | .00 | 244.00 | 706.72 | 706.72- | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | 244.00 | 706.72 | 706.72- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - UNIT ROAD & BRIDGE | | | | | | |
| OTHER INCOME | .00 | .00 | .00 | 3,498.17 | 3,498.17- | .0 |
| VEHICLE REGISTRATION | 325,631.00 | 325,631.00 | 11,724.56 | 51,268.05 | 274,362.95 | 15.7 |
| ROAD & BRIDGE FEE | 87,268.00 | 87,268.00 | 6,627.40 | 19,790.30 | 67,477.70 | 22.7 |
| STATE LATERAL FUND | 12,000.00 | 12,000.00 | .00 | 12,293.06 | 293.06- | 102.4 |
| R&B MATERIALS (SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TRANSFER FR GENERAL | 150,000.00 | 150,000.00 | .00 | .00 | 150,000.00 | .0 |
| TOTAL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 18,351.96 | 86,849.58 | 738,049.42 | 10.5 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RIGHT OF WAY | | | | | | |
| INTEREST | .00 | .00 | 208.60 | 697.95 | 697.95- | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | 208.60 | 697.95 | 697.95- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - I & S FUND | | | | | | |
| AD VALOREM TAX | 126,430.00 | 126,430.00 | 8,942.90 | 73,555.96 | 52,874.04 | 58.2 |
| INTEREST | .00 | .00 | 118.74 | 217.40 | 217.40- | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | 9,061.64 | 73,773.36 | 52,656.64 | 58.4 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PERM. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 4,862.57 | 14,638.81 | 14,638.81- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| OIL ROYALTY | .00 | .00 | 15,525.39 | 43,761.92 | 43,761.92- | .0 |
| BOND MATURITY | .00 | .00 | 485,266.07 | 715,052.02 | 715,052.02- | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | 505,654.03 | 773,452.75 | 773,452.75- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - AVAIL. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 23,770.79 | 75,103.04 | 75,103.04- | .0 |
| OTHER INCOME | .00 | .00 | .00 | 3,102.00 | 3,102.00- | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | 23,770.79 | 78,205.04 | 78,205.04- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - ALBA-GOLDEN ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - MILLER GROVE ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .0 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| LONE OAK ISD PERM. SCH. | | | | | | |
| INTEREST | .00 | .00 | 2.18 | 2.15 | 2.15- | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| LONE OAK ISD PERM. SCH. | .00 | .00 | 2.18 | 2.15 | 2.15- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - CHECK COLL. & PR. FUND | | | | | | |
| INTEREST | .00 | .00 | 11.29 | 31.17 | 31.17- | .0 |
| COUNTY ATTORNEY SECRETARY | .00 | .00 | 74.20 | 2,187.92 | 2,187.92- | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | 85.49 | 2,219.09 | 2,219.09- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PUBLIC LIBRARY | | | | | | |
| TRANSFER FR GEN. FUND | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LIBRARY CAPITAL | | | | | | |
| INTEREST | .00 | .00 | 37.52 | 111.16 | 111.16- | .0 |
| PETTY CASH | .00 | .00 | .00 | 285.00 | 285.00- | .0 |
| DONATIONS | .00 | .00 | .00 | 2,000.00 | 2,000.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | 37.52 | 2,396.16 | 2,396.16- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HIST. COMMISSION FUND | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW LIBRARY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 300.00 | 300.00- | .0 |
| INTEREST | .00 | .00 | 7.37 | 22.15 | 22.15- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 7.37 | 322.15 | 322.15- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - TDHCA GRANTS | | | | | | |
| WATER & HOUSING GRANT | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOUSING REHAB GRANT | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - B & B CONSTRUCTION | | | | | | |
| INTEREST | .00 | .00 | 52.65 | 165.16 | 165.16- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | 52.65 | 165.16 | 165.16- | .0 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JAIL EXPANSION | | | | | | |
| INTEREST | .00 | .00 | 1,012.59 | 3,388.05 | 3,388.05- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | 1,012.59 | 3,388.05 | 3,388.05- | .0 |

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# GENERAL LEDGER

RAINS COUNTY

Statement of Financial Condition

For the Month Ending: DECEMBER 31, 2001

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RAINS COUNTY
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For the Month Ending: DECEMBER 31, 2001


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Consolidated Financial Table of Contents
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Consolidated Financial Table of Contents
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RAINS COUNTY
Consolidated Financial Table of Contents
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RAINS COUNTY
BALANCE SHEET - GENERAL FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 986,005.19 |
| TOTAL CURRENT ASSETS | | 986,005.19 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 2,773,697.77 | |
| LESS: REVENUES RECEIVED | 1,286,113.89- | |
| TOTAL OTHER ASSETS | | 1,487,583.88 |
| TOTAL ASSETS | | 2,473,589.07 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 74.84- |
| PAYROLL INSURANCE PAYABLE | | 7,958.17- |
| TOTAL CURRENT LIABILITIES | | 8,033.01- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 2,773,697.77 | |
| LESS: EXPENDITURES | 642,773.95- | |
| TOTAL OTHER LIABILITIES | | 2,130,923.82 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 350,698.26 | |
| TOTAL FUND BALANCE | | 350,698.26 |
| TOTAL LIABILITIES & FUND BAL. | | 2,473,589.07 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - GENERAL FUND | | | | | | |
| AD VALOREM CURRENT | 1,768,500.00 | 1,768,500.00 | 131,677.53 | 1,083,057.35 | 685,442.65 | 61.2 |
| AD VALOREM DELINQUEN | 84,000.00 | 84,000.00 | 9,058.50 | 35,626.47 | 48,373.53 | 42.4 |
| PENALTY & INTEREST | 45,000.00 | 45,000.00 | 4,437.29 | 12,869.52 | 32,130.48 | 28.6 |
| SHERIFF FEES | 7,000.00 | 7,000.00 | .00 | 650.00 | 6,350.00 | 9.3 |
| CLERK FEES | 60,000.00 | 60,000.00 | .00 | 3,083.56 | 56,916.44 | 5.1 |
| DISTRICT CLERK FEES | 20,000.00 | 20,000.00 | .00 | 1,889.22 | 18,110.78 | 9.5 |
| COUNTY COURT FINES | 115,000.00 | 115,000.00 | .00 | 4,502.25 | 110,497.75 | 3.9 |
| DISTRICT COURT FINES | 17,000.00 | 17,000.00 | .00 | 1,766.87 | 15,233.13 | 10.4 |
| AUTO TAX TITLE | 9,300.00 | 9,300.00 | 630.00 | 2,410.00 | 6,890.00 | 25.9 |
| TAX COLLECTOR FEES | 400.00 | 400.00 | .00 | 752.00 | 352.00- | 188.0 |
| BEER & LIQUOR PERMITS | 1,200.00 | 1,200.00 | .00 | 430.00 | 770.00 | 35.8 |
| BOAT REGISTRATION | 1,300.00 | 1,300.00 | 43.50 | 161.65 | 1,138.35 | 12.4 |
| BOAT & MTR SALES TAX | 1,000.00 | 1,000.00 | 137.22 | 219.72 | 780.28 | 22.0 |
| J P FINES & FEES | 68,000.00 | 68,000.00 | 4,690.39 | 14,453.35 | 53,546.65 | 21.3 |
| CONSTABLE FEES | 400.00 | 400.00 | 50.00 | 425.00 | 25.00- | 106.3 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | 693.53- | 693.53 | .0 |
| INTEREST | 58,000.00 | 56,000.00 | 3,314.12 | 8,939.76 | 49,060.24 | 15.4 |
| SALES TAX | 244,000.00 | 244,000.00 | 27,948.84 | 80,093.47 | 163,906.53 | 32.8 |
| MIXED BEVERAGE TAX | 1,000.00 | 1,000.00 | .00 | 161.38 | 838.62 | 16.1 |
| DUMPSTER FEES | .00 | .00 | 67.00 | 233.50 | 233.50- | .0 |
| OTHER INCOME | 7,500.00 | 7,500.00 | 667.86 | 4,035.68 | 3,464.32 | 53.8 |
| TAX SUITS | .00 | .00 | 1,990.43 | 7,252.52 | 7,252.52- | .0 |
| DEPUTY GRANT | 7,820.00 | 7,820.00 | .00 | 7,820.00 | .00 | 100.0 |
| 911 ADDRESSING | .00 | .00 | .00 | .00 | .00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .0 |
| ANIMAL SHELTER | .00 | .00 | .00 | .00 | .00 | .0 |
| STATE TRIAL FEES | .00 | .00 | 3,055.26 | 9,496.38 | 9,496.38- | .0 |
| CO ATTY STATE FUNDS | .00 | 6,477.77 | 6,477.77 | 6,477.77 | .00 | 100.0 |
| TRANS. FR REC. MGMT #2 | 800.00 | 800.00 | .00 | .00 | 800.00 | .0 |
| ESTIMATED CARRYOVER | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,773,697.77 | 194,245.71 | 1,286,113.89 | 1,487,583.88 | 46.4 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - GENERAL FUND | | | | | | | |
| COUNTY/DISTRICT COURT | | | | | | | |
| COURT REPORTER | 2,000.00 | 2,000.00 | .00 | 200.00 | .00 | 1,800.00 | 10.0 |
| CO-JUROR EXPENSE | 2,000.00 | 2,000.00 | 24.00- | 237.00 | .00 | 1,763.00 | 11.9 |
| DIST-JUROR EXPENSE | 4,000.00 | 4,000.00 | 24.00- | 504.00 | .00 | 3,496.00 | 12.6 |
| CO-TRIAL EXPENSE | 5,000.00 | 5,000.00 | .00 | 720.89 | .00 | 4,279.11 | 14.4 |
| DIST-TRIAL EXPENSE | 21,325.00 | 21,325.00 | 2,282.40 | 8,417.81 | .00 | 12,907.19 | 39.5 |
| TOTAL COUNTY COURT | 34,325.00 | 34,325.00 | 2,234.40 | 10,079.70 | .00 | 24,245.30 | 29.4 |
| 8TH DISTRICT COURT | | | | | | | |
| JUVENILE PROBATION | 5,800.00 | 5,800.00 | 483.33 | 1,449.99 | .00 | 4,350.01 | 25.0 |
| SECRETARY-COORDINATOR | 4,469.00 | 4,469.00 | 372.41 | 1,117.23 | .00 | 3,351.77 | 25.0 |
| OTHER EXPENSES | 1,242.00 | 1,242.00 | 103.50 | 310.50 | .00 | 931.50 | 25.0 |
| A/J BLDG. EXPENSES | 8,517.00 | 8,517.00 | 709.75 | 2,129.25 | .00 | 6,387.75 | 25.0 |
| TOTAL 8TH DIST COURT | 20,028.00 | 20,028.00 | 1,668.99 | 5,006.97 | .00 | 15,021.03 | 25.0 |
| 354TH DISTRICT COURT | | | | | | | |
| COURT REPORTER | 5,100.00 | 5,100.00 | 425.00 | 1,275.00 | .00 | 3,825.00 | 25.0 |
| JUROR EXPENSE | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| TRIAL EXPENSE | 5,000.00 | 5,000.00 | 150.00 | 1,856.25 | .00 | 3,143.75 | 37.1 |
| SECRETARY-COORDINATOR | 2,100.00 | 2,100.00 | 175.00 | 525.00 | .00 | 1,575.00 | 25.0 |
| TOTAL 354TH DISTRICT COUR | 13,200.00 | 13,200.00 | 750.00 | 3,656.25 | .00 | 9,543.75 | 27.7 |
| NON-DEPARTMENTAL | | | | | | | |
| APPRAISAL DISTRICT | 110,665.00 | 110,665.00 | .00 | .00 | .00 | 110,665.00 | .0 |
| AUDIT | 8,750.00 | 8,750.00 | .00 | .00 | .00 | 8,750.00 | .0 |
| CAPITAL | 140,000.00 | 140,000.00 | .00 | 35,046.98 | .00 | 104,953.02 | 25.0 |
| BLDG. IMPROVEMENTS | 70,000.00 | 70,000.00 | .00 | .00 | .00 | 70,000.00 | .0 |
| DUES | 2,000.00 | 2,000.00 | .00 | 460.00 | .00 | 1,540.00 | 23.0 |
| PUBLICATIONS | 4,000.00 | 4,000.00 | 299.70 | 1,258.14 | .00 | 2,741.86 | 31.5 |
| INSURANCE | 68,000.00 | 68,000.00 | .00 | .00 | .00 | 68,000.00 | .0 |
| EMERGENCY RESERVE | 159,534.00 | 151,468.00 | 34,809.00 | 102,496.25 | .00 | 48,971.75 | 67.7 |
| POSTAGE & BOX RENT | 9,476.00 | 9,476.00 | 1,251.11 | 4,681.06 | .00 | 4,794.94 | 49.4 |
| TAX ATTORNEY | .00 | .00 | 2,397.72 | 7,670.07 | .00 | 7,670.07- | .0 |
| HISTORICAL COMMISSION | 2,500.00 | 2,500.00 | .00 | .00 | .00 | 2,500.00 | .0 |
| VETERAN AFFAIRS OFFICER | 2,800.00 | 2,800.00 | 244.61 | 909.17 | .00 | 1,890.83 | 32.5 |
| ECONOMIC DEVELOP. ADMIN. | 2,000.00 | 2,000.00 | 940.00 | 940.00 | .00 | 1,060.00 | 47.0 |
| JUVENILE PROBATION FEES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ECONOMIC GROWTH, INC. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| STAR PROGRAM | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |
| EMS SERVICES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RE-DISTRICTING | 5,000.00 | 5,000.00 | .00 | .00 | .00 | 5,000.00 | .0 |
| ELECTRIC | 20,000.00 | 20,000.00 | 1,252.55 | 4,807.56 | .00 | 15,192.44 | 24.0 |
| GAS | 1,200.00 | 1,200.00 | 36.19 | 225.85 | .00 | 974.15 | 18.8 |
| WATER | 3,500.00 | 3,500.00 | 274.24 | 978.02 | .00 | 2,521.98 | 27.9 |

'STATEMENT OF EXPENSES -- ( PRINT FUND: 002 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TRIAL FEES TO STATE | .00 | .00 | .00 | 31.25 | .00 | 31.25- | .0 |
| TAX REFUND | .00 | .00 | 19.15 | 627.49 | .00 | 627.49- | .0 |
| 911 ADDRESSING | .00 | .00 | .00 | 4,500.00 | .00 | 4,500.00- | .0 |
| B&B BUILDING | 30,000.00 | 30,000.00 | 2,100.00 | 16,843.00 | .00 | 13,157.00 | 56.1 |
| PRISONER BOARDING | 55,000.00 | 55,000.00 | 7,020.00 | 21,216.00 | .00 | 33,784.00 | 38.6 |
| ANIMAL SHELTER | 42,000.00 | 42,000.00 | .00 | .00 | .00 | 42,000.00 | .0 |
| TRANSFER TO UNIT RD & BR | 150,000.00 | 150,000.00 | .00 | .00 | .00 | 150,000.00 | .0 |
| TRANSFER TO LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | .00 | 17,993.00 | .0 |
| COPIERS | 1,500.00 | 1,500.00 | 76.21 | 421.63 | .00 | 1,078.37 | 28.1 |
| SALARIES | 1,037,054.00 | 1,044,254.00 | 76,760.50 | 227,625.14 | .00 | 816,628.86 | 21.8 |
| SOCIAL SECURITY | 79,564.00 | 80,115.00 | 5,664.17 | 17,434.53 | .00 | 62,680.47 | 21.8 |
| RETIREMENT | 78,433.00 | 78,433.00 | 5,714.20 | 16,925.03 | .00 | 61,507.97 | 21.6 |
| WORKERS COMP. | 23,218.00 | 23,471.00 | 12.07- | 62.07- | .00 | 23,533.07 | -.3 |
| FUTA | 6,203.00 | 6,265.00 | 48.61- | 1,677.28 | .00 | 4,587.72 | 26.8 |
| HEALTH INSURANCE | 245,760.00 | 245,760.00 | 16,651.81 | 64,999.72 | .00 | 180,760.28 | 26.5 |
| O/T SALARY-SHERIFF | 12,296.00 | 12,296.00 | .00 | 2,107.65 | .00 | 10,188.35 | 17.1 |
| TOTAL NON-DEPARTMENTAL | 2,389,446.00 | 2,389,446.00 | 155,450.48 | 533,819.75 | .00 | 1,855,626.25 | 22.3 |
| INDIGENT HEALTH CARE | | | | | | | |
| INDIGENT HEALTH EXPENSE | 60,300.00 | 60,300.00 | 1,463.90 | 3,976.34 | .00 | 56,323.66 | 6.6 |
| PRISONER HEALTH CARE | 6,286.00 | 6,286.00 | 139.39 | 778.40 | .00 | 5,507.60 | 12.4 |
| OFFICE SUPPLIES | 200.00 | 200.00 | 31.34 | 56.34 | .00 | 143.66 | 28.2 |
| IHC SEMINAR EXPENSE | 600.00 | 600.00 | .00 | 340.40 | .00 | 259.60 | 56.7 |
| SOFTWARE MAINTENANCE | 800.00 | 800.00 | .00 | .00 | .00 | 800.00 | .0 |
| REDBOOK UPDATE | 900.00 | 900.00 | .00 | .00 | .00 | 900.00 | .0 |
| TOTAL INDIGENT HEALTH CAR | 69,086.00 | 69,086.00 | 1,634.63 | 5,151.48 | .00 | 63,934.52 | 7.5 |
| MAINTENANCE | | | | | | | |
| BLDG. MAINT | 7,500.00 | 7,500.00 | 246.95 | 1,720.17 | .00 | 5,779.83 | 22.9 |
| CUSTODIAL SUPPLIES | 5,000.00 | 5,000.00 | 479.31 | 517.31 | .00 | 4,482.69 | 10.4 |
| TOTAL MAINTENANCE | 12,500.00 | 12,500.00 | 726.26 | 2,237.48 | .00 | 10,262.52 | 17.9 |
| ELECTIONS | | | | | | | |
| ELECTION PERSONNEL | 5,000.00 | 5,000.00 | .00 | 2,889.50 | .00 | 2,110.50 | 57.8 |
| ELECTION EXPENSE | 2,500.00 | 2,500.00 | 247.52 | 2,407.99 | .00 | 92.01 | 96.3 |
| TOTAL ELECTIONS | 7,500.00 | 7,500.00 | 247.52 | 5,297.49 | .00 | 2,202.51 | 70.6 |
| COUNTY AGENT | | | | | | | |
| EQUIPMENT MAINTENANCE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | .00 | 488.59 | .00 | 711.41 | 40.7 |
| TELEPHONE | 1,000.00 | 1,000.00 | 137.10 | 370.84 | .00 | 629.16 | 37.1 |
| TRAVEL ALLOWANCE | 3,600.00 | 3,600.00 | 300.00 | 900.00 | .00 | 2,700.00 | 25.0 |
| ECONOMIST TRAVEL ALLOWANC | 2,400.00 | 2,400.00 | 200.00 | 600.00 | .00 | 1,800.00 | 25.0 |
| OFFICE EQUIPMENT | 1,000.00 | 1,000.00 | .00 | .00 | .00 | 1,000.00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| TOTAL COUNTY AGENT | 9,200.00 | 9,200.00 | 637.10 | 2,359.43 | .00 | 6,840.57 | 25.7 |
| COUNTY ATTORNEY | | | | | | | |
| EQUIPMENT MAINT | 350.00 | 350.00 | .00 | .00 | .00 | 350.00 | .0 |
| DUES | 200.00 | 200.00 | .00 | 25.00 | .00 | 175.00 | 12.5 |
| BONDS | 150.00 | 150.00 | .00 | .00 | .00 | 150.00 | .0 |
| OFFICE SUPPLIES | 2,600.00 | 2,600.00 | 211.85 | 389.67 | .00 | 2,210.33 | 15.0 |
| TELEPHONE | 2,500.00 | 2,500.00 | 90.74 | 621.52 | .00 | 1,878.48 | 24.9 |
| SEMINAR EXPENSE | 3,500.00 | 3,500.00 | .00 | 500.81 | .00 | 2,999.19 | 14.3 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | 2,021.07 | .00 | 21.07- | 101.1 |
| LAW LIBRARY | 3,600.00 | 3,600.00 | 20.00 | 60.00 | .00 | 3,540.00 | 1.7 |
| CO ATTY STATE FUNDS | .00 | 6,477.77 | 6,350.17 | 6,601.17 | .00 | 123.40- | 101.9 |
| TOTAL COUNTY ATTORNEY | 14,900.00 | 21,377.77 | 6,672.76 | 10,219.24 | .00 | 11,158.53 | 47.8 |
| CONSTABLE COUNTY-WIDE | | | | | | | |
| EQUIPMENT MAINT | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| BONDS | 93.00 | 93.00 | .00 | .00 | .00 | 93.00 | .0 |
| SEMINAR EXPENSES | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE EQUIPMENT | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| TOTAL CONSTABLE COUNTY-WI | 743.00 | 743.00 | .00 | .00 | .00 | 743.00 | .0 |
| COUNTY & DISTRICT CLERK | | | | | | | |
| EQUIPMENT MAINT | 6,300.00 | 6,300.00 | 775.00 | 3,607.85 | .00 | 2,692.15 | 57.3 |
| DUES | 75.00 | 75.00 | .00 | .00 | .00 | 75.00 | .0 |
| BONDS | 1,000.00 | 1,000.00 | .00 | 590.62 | .00 | 409.38 | 59.1 |
| OFFICE SUPPLIES | 7,000.00 | 7,000.00 | 826.92 | 4,368.61 | .00 | 2,631.39 | 62.4 |
| TELEPHONE | 1,500.00 | 1,500.00 | 2.63 | 253.94 | .00 | 1,246.06 | 16.9 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | .00 | .00 | .00 | 1,500.00 | .0 |
| OFFICE EQUIPMENT | 3,300.00 | 3,300.00 | .00 | 2,378.74 | .00 | 921.26 | 72.1 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY & DISTRICT C | 20,675.00 | 20,675.00 | 1,604.55 | 11,199.76 | .00 | 9,475.24 | 54.2 |
| COUNTY JUDGE | | | | | | | |
| EQUIPMENT MAINT | 600.00 | 600.00 | .00 | 271.60 | .00 | 328.40 | 45.3 |
| DUES | 140.00 | 140.00 | .00 | .00 | .00 | 140.00 | .0 |
| BONDS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 2,250.00 | 2,250.00 | 278.50 | 757.93 | .00 | 1,492.07 | 33.7 |
| TELEPHONE | 2,500.00 | 2,500.00 | 177.24 | 712.24 | .00 | 1,787.76 | 28.5 |
| SEMINAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| OFFICE EQUIPMENT | 750.00 | 750.00 | .00 | .00 | .00 | 750.00 | .0 |
| COMPUTER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL COUNTY JUDGE | 8,240.00 | 8,240.00 | 455.74 | 1,741.77 | .00 | 6,498.23 | 21.1 |
| COUNTY TREASURER | | | | | | | |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EQUIPMENT MAINT | 1,800.00 | 1,800.00 | .00 | 1,370.20 | .00 | 429.80 | 76.1 |
| DUES | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| BONDS | 50.00 | 50.00 | .00 | .00 | .00 | 50.00 | .0 |
| OFFICE SUPPLIES | 1,200.00 | 1,200.00 | 46.16 | 231.00 | .00 | 969.00 | 19.3 |
| TELEPHONE | 600.00 | 600.00 | 570.11 | 798.44 | .00 | 198.44- | 133.1 |
| SEMINAR EXPENSE | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| OFFICE EQUIPMENT | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| COMPUTER | 2,500.00 | 2,500.00 | .00 | 1,800.00 | .00 | 700.00 | 72.0 |
| TOTAL COUNTY TREASURER | 6,950.00 | 6,950.00 | 616.27 | 4,199.64 | .00 | 2,750.36 | 60.4 |
| JUSTICE PEACE | | | | | | | |
| AUTOPSY EXPENSE | 7,000.00 | 7,000.00 | .00 | 2,400.00 | .00 | 4,600.00 | 34.3 |
| EQUIPMENT MAINT | 300.00 | 300.00 | .00 | 120.00 | .00 | 180.00 | 40.0 |
| DUES | 35.00 | 35.00 | .00 | 95.00 | .00 | 60.00- | 271.4 |
| BONDS | 250.00 | 250.00 | .00 | .00 | .00 | 250.00 | .0 |
| OFFICE SUPPLIES | 1,500.00 | 1,500.00 | 60.84 | 178.46 | .00 | 1,321.54 | 11.9 |
| TELEPHONE | 1,900.00 | 1,900.00 | .00 | 200.72 | .00 | 1,699.28 | 10.6 |
| SEMINAR EXPENSE | 150.00 | 150.00 | .00 | 80.58 | .00 | 69.42 | 53.7 |
| OFFICE EQUIPMENT | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| INTERPRETERS | 500.00 | 500.00 | .00 | 30.00 | .00 | 470.00 | 6.0 |
| REPLACEMENT FOR JP | 500.00 | 500.00 | .00 | 1,582.22 | .00 | 1,082.22- | 316.4 |
| TOTAL JUSTICE PEACE | 14,135.00 | 14,135.00 | 60.84 | 4,686.98 | .00 | 9,448.02 | 33.2 |
| REGISTRATION OFFICE | | | | | | | |
| EQUIPMENT MAINT | .00 | .00 | .00 | 110.00 | .00 | 110.00- | .0 |
| DUES | 100.00 | 100.00 | .00 | .00 | .00 | 100.00 | .0 |
| BONDS | 200.00 | 200.00 | .00 | .00 | .00 | 200.00 | .0 |
| OFFICE SUPPLIES | 1,676.00 | 1,676.00 | 37.34 | 859.97 | .00 | 816.03 | 51.3 |
| TELEPHONE | 3,400.00 | 3,400.00 | .00 | 360.55 | .00 | 3,039.45 | 10.6 |
| SEMINAR EXPENSE | 300.00 | 300.00 | .00 | .00 | .00 | 300.00 | .0 |
| OFFICE EQUIPMENT | 500.00 | 500.00 | .00 | 49.99 | .00 | 450.01 | 10.0 |
| TOTAL REGISTRATION OFFICE | 6,176.00 | 6,176.00 | 37.34 | 1,380.51 | .00 | 4,795.49 | 22.4 |
| SHERIFF & JAIL | | | | | | | |
| BLDG. REPAIR & MAINT. | 11,000.00 | 11,000.00 | 944.51 | 3,171.07 | .00 | 7,828.93 | 28.8 |
| EQUIPMENT REPAIR & MAINT. | 6,000.00 | 6,000.00 | 4,160.46 | 6,173.51 | .00 | 173.51- | 102.9 |
| VEHICLE REPAIR & MAINT. | 9,000.00 | 9,000.00 | 6,952.61- | 3,058.37- | .00 | 12,058.37 | -34.0 |
| DUES | 350.00 | 350.00 | 25.00 | 50.00 | .00 | 300.00 | 14.3 |
| BONDS | 800.00 | 800.00 | 150.00 | 200.00 | .00 | 600.00 | 25.0 |
| OFFICE SUPPLIES | 5,000.00 | 5,000.00 | 293.81 | 2,230.63 | .00 | 2,769.37 | 44.6 |
| TELEPHONE | 7,500.00 | 7,500.00 | 755.74 | 2,537.01 | .00 | 4,962.99 | 33.8 |
| SEMINAR EXPENSE | 1,500.00 | 1,500.00 | 689.75 | 2,099.29 | .00 | 599.29- | 140.0 |
| ELECTRIC | 15,000.00 | 15,000.00 | 1,183.80 | 4,123.80 | .00 | 10,876.20 | 27.5 |
| GAS | 3,000.00 | 3,000.00 | 167.38 | 320.87 | .00 | 2,679.13 | 10.7 |
| WATER | 5,000.00 | 5,000.00 | 723.97 | 1,815.61 | .00 | 3,184.39 | 36.3 |
| EQUIPMENT | 5,000.00 | 5,000.00 | 400.84 | 2,447.14 | .00 | 2,552.86 | 48.9 |
| LAB - FORENSIC | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| PRISONER SUPPLIES | 7,000.00 | 7,000.00 | 551.69 | 924.98 | .00 | 6,075.02 | 13.2 |
| PRISONER FOOD | 23,000.00 | 23,000.00 | 2,063.75 | 7,509.45 | .00 | 15,490.55 | 32.7 |
| PRISONER HEALTH | 850.00 | 850.00 | .00 | .00 | .00 | 850.00 | .0 |
| FUEL & OIL | 16,000.00 | 16,000.00 | 666.85 | 5,249.61 | .00 | 10,750.39 | 32.8 |
| TOTAL SHERIFF & JAIL | 118,000.00 | 118,000.00 | 5,824.94 | 35,794.60 | .00 | 82,205.40 | 30.3 |
| DEPARTMENT OF PUBLIC SAFETY | | | | | | | |
| OFFICE SUPPLIES | 400.00 | 400.00 | .00 | .00 | .00 | 400.00 | .0 |
| TELEPHONE | 1,500.00 | 1,500.00 | 42.99 | 220.86 | .00 | 1,279.14 | 14.7 |
| DPS RADAR | 3,395.00 | 3,395.00 | .00 | 3,359.00 | .00 | 36.00 | 98.9 |
| TOTAL DEPARTMENT OF PUBLI | 5,295.00 | 5,295.00 | 42.99 | 3,579.86 | .00 | 1,715.14 | 67.6 |
| PARKS & WILDLIFE | | | | | | | |
| OFFICE SUPPLIES | 500.00 | 500.00 | .00 | .00 | .00 | 500.00 | .0 |
| TELEPHONE | 1,750.00 | 1,750.00 | 42.99 | 128.72 | .00 | 1,621.28 | 7.4 |
| TOTAL PARKS & WILDLIFE | 2,250.00 | 2,250.00 | 42.99 | 128.72 | .00 | 2,121.28 | 5.7 |
| HEALTH & WELFARE | | | | | | | |
| CHILD PROTECTIVE SERVICE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| MHMR SERVICES | 5,026.00 | 5,026.00 | 418.83 | 1,256.49 | .00 | 3,769.51 | 25.0 |
| CHILD ADVOCACY | 2,745.00 | 2,745.00 | .00 | .00 | .00 | 2,745.00 | .0 |
| TOTAL HEALTH & WELFARE | 9,771.00 | 9,771.00 | 418.83 | 1,256.49 | .00 | 8,514.51 | 12.9 |
| ENVIRONMENTAL ENFORCEMENT | | | | | | | |
| OTHER | 733.00 | 733.00 | 433.80 | 825.55 | .00 | 92.55- | 112.6 |
| SUPPLIES | 1,667.00 | 1,667.00 | .00 | .00 | .00 | 1,667.00 | .0 |
| FUEL | 2,400.00 | 2,400.00 | 29.50 | 152.28 | .00 | 2,247.72 | 6.4 |
| TOTAL ENVIRONMENTAL | 4,800.00 | 4,800.00 | 463.30 | 977.83 | .00 | 3,822.17 | 20.4 |
| TOTAL - GENERAL FUND | 2,767,220.00 | 2,773,697.77 | 179,589.93 | 642,773.95 | .00 | 2,130,923.82 | 23.2 |

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BALANCE SHEET - RECORDS MGMT PRESERVATION #2
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| URRENT ASSETS | | |
| CASH - RECORDS MGMT PRESERVATION #2 | | 11,185.29 |
| TOTAL CURRENT ASSETS | | 11,185.29 |
| THER ASSETS | | |
| LESS: REVENUES RECEIVED | 253.10- | |
| TOTAL OTHER ASSETS | | 253.10- |
| TOTAL ASSETS | | 10,932.19 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| URRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| THER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| UND BALANCE | | |
| CURRENT FUND BALANCE | 10,932.19 | |
| TOTAL FUND BALANCE | | 10,932.19 |
| TOTAL LIABILITIES & FUND BAL. | | 10,932.19 |

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RECORDS MGMT PRESERVATION #2 | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 225.00 | 225.00- | .0 |
| INTEREST | .00 | .00 | 9.49 | 28.10 | 28.10- | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | 9.49 | 253.10 | 253.10- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RECORDS MGMT PRESERVATION #2 | | | | | | | |
| RECORDS MANAGEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RECORDS MGMT PRES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - HOTEL/MOTEL TAX
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HOTEL/MOTEL TAX | | 9,693.65 |
| TOTAL CURRENT ASSETS | | 9,693.65 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,989.35- | |
| TOTAL OTHER ASSETS | | 2,989.35- |
| TOTAL ASSETS | | 6,704.30 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 2,150.00- | |
| TOTAL OTHER LIABILITIES | | 2,150.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,854.30 | |
| TOTAL FUND BALANCE | | 8,854.30 |
| TOTAL LIABILITIES & FUND BAL. | | 6,704.30 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOTEL/MOTEL TAX | | | | | | |
| INTEREST | .00 | .00 | 8.27 | 23.61 | 23.61- | .0 |
| TAXES | .00 | .00 | 378.78 | 2,965.74 | 2,965.74- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 387.05 | 2,989.35 | 2,989.35- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOTEL/MOTEL TAX | | | | | | | |
| HOTEL/MOTEL TAX | .00 | .00 | 500.00 | 2,150.00 | .00 | 2,150.00- | .0 |
| TOTAL - HOTEL/MOTEL TAX | .00 | .00 | 500.00 | 2,150.00 | .00 | 2,150.00- | .0 |

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BALANCE SHEET - COURTHOUSE SECURITY FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - COURTHOUSE SECURITY FUND | | 38,573.03 |
| TOTAL CURRENT ASSETS | | 38,573.03 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 964.35- | |
| TOTAL OTHER ASSETS | | 964.35- |
| TOTAL ASSETS | | 37,608.68 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 900.00- | |
| TOTAL OTHER LIABILITIES | | 900.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 38,508.68 | |
| TOTAL FUND BALANCE | | 38,508.68 |
| TOTAL LIABILITIES & FUND BAL. | | 37,608.68 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COURTHOUSE SECURITY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 313.00 | 313.00- | .0 |
| J P FEES | .00 | .00 | 183.00 | 530.04 | 530.04- | .0 |
| INTEREST | .00 | .00 | 40.71 | 121.31 | 121.31- | .0 |
| TOTAL - COURTHOUSE SECURI | .00 | .00 | 223.71 | 964.35 | 964.35- | .0 |

ATEMENT OF EXPENSES -- ( PRINT FUND: 006 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| scription | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COURTHOUSE SECURITY FUND | | | | | | | |
| ILIFF EXPENSE | .00 | .00 | .00 | 900.00 | .00 | 900.00- | .0 |
| TAL - COURTHOUSE SECURI | .00 | .00 | .00 | 900.00 | .00 | 900.00- | .0 |

BALANCE SHEET - LAW ENFORCEMENT TRAINING
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW ENFORCEMENT TRAINING | | 6,764.29 |
| TOTAL CURRENT ASSETS | | 6,764.29 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 6,764.29 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 929.60- | |
| TOTAL OTHER LIABILITIES | | 929.60- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7,693.89 | |
| TOTAL FUND BALANCE | | 7,693.89 |
| TOTAL LIABILITIES & FUND BAL. | | 6,764.29 |

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| escription | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW ENFORCEMENT TRAINING | | | | | | |
| TATE COMPT-SHERIFF | .00 | .00 | .00 | .00 | .00 | .0 |
| TATE COMPT-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .0 |
| OTAL - LAW ENFORCEMENT T | .00 | .00 | .00 | .00 | .00 | .0 |

'STATEMENT OF EXPENSES -- ( PRINT FUND: 007 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW ENFORCEMENT TRAINING | | | | | | | |
| TRAINING-SHERIFF | .00 | .00 | 28.65- | 929.60 | .00 | 929.60- | .0 |
| TRAINING-CONSTABLE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LAW ENFORCEMENT T | .00 | .00 | 28.65- | 929.60 | .00 | 929.60- | .0 |

RAINS COUNTY
BALANCE SHEET - COMMUNITY SERVICE-JUVENILE
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| URRENT ASSETS | | |
| CASH - COMMUNITY SERVICE-JUVENILE | | 88.14 |
| TOTAL CURRENT ASSETS | | 88.14 |
| THER ASSETS | | |
| LESS: REVENUES RECEIVED | 42.00- | |
| TOTAL OTHER ASSETS | | 42.00- |
| TOTAL ASSETS | | 46.14 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| URRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | .02 |
| TOTAL CURRENT LIABILITIES | | .02 |
| THER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| UND BALANCE | | |
| CURRENT FUND BALANCE | 46.12 | |
| TOTAL FUND BALANCE | | 46.12 |
| TOTAL LIABILITIES & FUND BAL. | | 46.14 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - COMMUNITY SERVICE-JUVENILE | | | | | | |
| COMMUNITY SERVICE FINES | .00 | .00 | 42.00 | 42.00 | 42.00- | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | 42.00 | 42.00 | 42.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - COMMUNITY SERVICE-JUVENILE | | | | | | | |
| SALARY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| SOCIAL SECURITY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| RETIREMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - COMMUNITY SERVICE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - JUSTICE CT TECHNOLOGY FD
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JUSTICE CT TECHNOLOGY FD | | 706.72 |
| TOTAL CURRENT ASSETS | | 706.72 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 706.72- | |
| TOTAL OTHER ASSETS | | 706.72- |
| TOTAL ASSETS | | .00 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | .00 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JUSTICE CT TECHNOLOGY FD | | | | | | |
| J P FEES | .00 | .00 | 244.00 | 706.72 | 706.72- | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | 244.00 | 706.72 | 706.72- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JUSTICE CT TECHNOLOGY FD | | | | | | | |
| J P COURT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JUSTICE CT TECHNO | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - UNIT ROAD & BRIDGE
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - UNIT ROAD & BRIDGE | | 266,731.94 |
| TOTAL CURRENT ASSETS | | 266,731.94 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 824,899.00 | |
| LESS: REVENUES RECEIVED | 86,849.58- | |
| TOTAL OTHER ASSETS | | 738,049.42 |
| TOTAL ASSETS | | 1,004,781.36 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 824,899.00 | |
| LESS: EXPENDITURES | 189,262.19- | |
| TOTAL OTHER LIABILITIES | | 635,636.81 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 369,144.55 | |
| TOTAL FUND BALANCE | | 369,144.55 |
| TOTAL LIABILITIES & FUND BAL. | | 1,004,781.36 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - UNIT ROAD & BRIDGE | | | | | | |
| OTHER INCOME | .00 | .00 | .00 | 3,498.17 | 3,498.17- | .0 |
| VEHICLE REGISTRATION | 325,631.00 | 325,631.00 | 11,724.56 | 51,268.05 | 274,362.95 | 15.7 |
| ROAD & BRIDGE FEE | 87,268.00 | 87,268.00 | 6,627.40 | 19,790.30 | 67,477.70 | 22.7 |
| STATE LATERAL FUND | 12,000.00 | 12,000.00 | .00 | 12,293.06 | 293.06- | 102.4 |
| R&B MATERIALS (SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | 250,000.00 | .0 |
| TRANSFER FR GENERAL | 150,000.00 | 150,000.00 | .00 | .00 | 150,000.00 | .0 |
| TOTAL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 18,351.96 | 86,849.58 | 738,049.42 | 10.5 |

EMENT OF EXPENSES -- ( PRINT FUND: 010 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 711

| ription | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - UNIT ROAD & BRIDGE | | | | | | | |
| PMENT MAINT. | 40,000.00 | 40,000.00 | 2,517.94 | 8,852.94 | .00 | 31,147.06 | 22.1 |
| PHONE | 3,000.00 | 3,000.00 | 118.45 | 430.61 | .00 | 2,569.39 | 14.4 |
| NAR EXPENSE | 2,000.00 | 2,000.00 | .00 | .00 | .00 | 2,000.00 | .0 |
| TRIC | 4,200.00 | 4,200.00 | 321.23 | 965.38 | .00 | 3,234.62 | 23.0 |
| R | 800.00 | 800.00 | 63.69 | 189.39 | .00 | 610.61 | 23.7 |
| & OIL | 36,000.00 | 36,000.00 | 623.47 | 5,969.76 | .00 | 30,030.24 | 16.6 |
| GE MATERIAL | 35,000.00 | 35,000.00 | .00 | 1,623.00 | .00 | 33,377.00 | 4.6 |
| ERTS | 19,000.00 | 19,000.00 | 6,792.00 | 12,995.00 | .00 | 6,005.00 | 68.4 |
| MATERIAL | 372,937.00 | 372,937.00 | 10,730.23 | 145,720.96 | .00 | 227,216.04 | 39.1 |
| ERAL EXPENSE | 12,000.00 | 12,000.00 | .00 | .00 | .00 | 12,000.00 | .0 |
| LS & SUPPLIES | 12,000.00 | 12,000.00 | 1,200.82 | 2,803.99 | .00 | 9,196.01 | 23.4 |
| LDING & MAINT. | 2,000.00 | 2,000.00 | 1,075.00 | 1,075.00 | .00 | 925.00 | 53.8 |
| MATERIALS(SPECIAL) | 250,000.00 | 250,000.00 | .00 | .00 | .00 | 250,000.00 | .0 |
| ARY-UNIT RD ADMIN. | 26,000.00 | 26,000.00 | 2,000.00 | 6,000.00 | .00 | 20,000.00 | 23.1 |
| IAL SECURITY | 1,989.00 | 1,989.00 | 153.00 | 459.00 | .00 | 1,530.00 | 23.1 |
| IREMENT | 2,007.00 | 2,007.00 | 149.60 | 439.20 | .00 | 1,567.80 | 21.9 |
| KERS COMP | 648.00 | 648.00 | .00 | 50.00 | .00 | 598.00 | 7.7 |
| A | 198.00 | 198.00 | .00 | 17.00 | .00 | 181.00 | 8.6 |
| LTH INSURANCE | 5,120.00 | 5,120.00 | 435.39 | 1,670.96 | .00 | 3,449.04 | 32.6 |
| AL - UNIT ROAD & BRIDG | 824,899.00 | 824,899.00 | 26,180.82 | 189,262.19 | .00 | 635,636.81 | 22.9 |

BALANCE SHEET - RIGHT OF WAY
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 93,002.38 |
| TOTAL CURRENT ASSETS | | 93,002.38 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 697.95- | |
| TOTAL OTHER ASSETS | | 697.95- |
| TOTAL ASSETS | | 92,304.43 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 92,304.43 | |
| TOTAL FUND BALANCE | | 92,304.43 |
| TOTAL LIABILITIES & FUND BAL. | | 92,304.43 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 713

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - RIGHT OF WAY | | | | | | |
| INTEREST | .00 | .00 | 208.60 | 697.95 | 697.95- | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | 208.60 | 697.95 | 697.95- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - RIGHT OF WAY | | | | | | | |
| RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - RIGHT OF WAY | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

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RAINS COUNTY
BALANCE SHEET - I & S FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - I & S FUND | | 73,773.36 |
| TOTAL CURRENT ASSETS | | 73,773.36 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 126,430.00 | |
| LESS: REVENUES RECEIVED | 73,773.36- | |
| TOTAL OTHER ASSETS | | 52,656.64 |
| TOTAL ASSETS | | 126,430.00 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 126,430.00 | |
| TOTAL OTHER LIABILITIES | | 126,430.00 |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 126,430.00 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - I & S FUND | | | | | | |
| AD VALOREM TAX | 126,430.00 | 126,430.00 | 8,942.90 | 73,555.96 | 52,874.04 | 58.2 |
| INTEREST | .00 | .00 | 118.74 | 217.40 | 217.40- | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | 9,061.64 | 73,773.36 | 52,656.64 | 58.4 |

' STATEMENT OF EXPENSES -- ( PRINT FUND: 020 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0024 PAGE 717

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - I & S FUND | | | | | | | |
| COURTHOUSE ANNEX | 63,630.00 | 63,630.00 | .00 | .00 | .00 | 63,630.00 | .0 |
| JAIL EXPANSION | 62,800.00 | 62,800.00 | .00 | .00 | .00 | 62,800.00 | .0 |
| TOTAL - I & S FUND | 126,430.00 | 126,430.00 | .00 | .00 | .00 | 126,430.00 | .0 |

RAINS COUNTY
BALANCE SHEET - PERM. SCHOOL FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 2,419,692.91 |
| TOTAL CURRENT ASSETS | | 2,419,692.91 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 773,452.75- | |
| TOTAL OTHER ASSETS | | 773,452.75- |
| TOTAL ASSETS | | 1,646,240.16 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 1,646,240.16 | |
| TOTAL FUND BALANCE | | 1,646,240.16 |
| TOTAL LIABILITIES & FUND BAL. | | 1,646,240.16 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PERM. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 4,862.57 | 14,638.81 | 14,638.81- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| OIL ROYALTY | .00 | .00 | 15,525.39 | 43,761.92 | 43,761.92- | .0 |
| BOND MATURITY | .00 | .00 | 485,266.07 | 715,052.02 | 715,052.02- | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | 505,654.03 | 773,452.75 | 773,452.75- | .0 |

*STATEMENT OF EXPENSES -- ( PRINT FUND: 026 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 720

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PERM. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| PERMANENT IMPROVEMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - PERM. SCHOOL FUND | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

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RAINS COUNTY
BALANCE SHEET - AVAIL. SCHOOL FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 516,885.13 |
| TOTAL CURRENT ASSETS | | 516,885.13 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 78,205.04- | |
| TOTAL OTHER ASSETS | | 78,205.04- |
| TOTAL ASSETS | | 438,680.09 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 438,680.09 | |
| TOTAL FUND BALANCE | | 438,680.09 |
| TOTAL LIABILITIES & FUND BAL. | | 438,680.09 |

"STATEMENT OF REVENUES -- ( PRINT FUND: 027 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - AVAIL. SCHOOL FUND | | | | | | |
| INTEREST | .00 | .00 | 23,770.79 | 75,103.04 | 75,103.04- | .0 |
| OTHER INCOME | .00 | .00 | .00 | 3,102.00 | 3,102.00- | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | 23,770.79 | 78,205.04 | 78,205.04- | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - AVAIL. SCHOOL FUND | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TAXES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - AVAIL. SCHOOL FUN | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - ALBA-GOLDEN ISD PERM.
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 7.50 |
| TOTAL CURRENT ASSETS | | 7.50 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 7.50 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 7.50 | |
| TOTAL FUND BALANCE | | 7.50 |
| TOTAL LIABILITIES & FUND BAL. | | 7.50 |

STATEMENT OF REVENUES -- ( PRINT FUND: 028 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - ALBA-GOLDEN ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .0 |

STATEMENT OF EXPENSES -- ( PRINT FUND: 028 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - ALBA-GOLDEN ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - ALBA-GOLDEN ISD P | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

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RAINS COUNTY
BALANCE SHEET - MILLER GROVE ISD PERM.
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 16.69 |
| TOTAL CURRENT ASSETS | | 16.69 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 16.69 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 16.69 | |
| TOTAL FUND BALANCE | | 16.69 |
| TOTAL LIABILITIES & FUND BAL. | | 16.69 |

*STATEMENT OF REVENUES -- ( PRINT FUND: 029 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - MILLER GROVE ISD PERM. | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .0 |

STATEMENT OF EXPENSES -- ( PRINT FUND: 029 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - MILLER GROVE ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - MILLER GROVE ISD | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - LONE OAK ISD PERM.
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| INVESTED CASH | | 576.71 |
| TOTAL CURRENT ASSETS | | 576.71 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2.15- | |
| TOTAL OTHER ASSETS | | 2.15- |
| TOTAL ASSETS | | 574.56 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 574.56 | |
| TOTAL FUND BALANCE | | 574.56 |
| TOTAL LIABILITIES & FUND BAL. | | 574.56 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| LONE OAK ISD PERM. SCH. | | | | | | |
| INTEREST | .00 | .00 | 2.18 | 2.15 | 2.15- | .0 |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .0 |
| LONE OAK ISD PERM. SCH. | .00 | .00 | 2.18 | 2.15 | 2.15- | .0 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LONE OAK ISD PERM. | | | | | | | |
| ALLOCATION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| INTEREST TRANSFER | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - LONE OAK ISD PERM | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - CHECK COLL. & PR. FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - CHECK COLL. & PR. FUND | | 13,348.02 |
| TOTAL CURRENT ASSETS | | 13,348.02 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,219.09- | |
| TOTAL OTHER ASSETS | | 2,219.09- |
| TOTAL ASSETS | | 11,128.93 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 11,128.93 | |
| TOTAL FUND BALANCE | | 11,128.93 |
| TOTAL LIABILITIES & FUND BAL. | | 11,128.93 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 734

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - CHECK COLL. & PR. FUND | | | | | | |
| INTEREST | .00 | .00 | 11.29 | 31.17 | 31.17- | .0 |
| COUNTY ATTORNEY SECRETARY | .00 | .00 | 74.20 | 2,187.92 | 2,187.92- | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | 85.49 | 2,219.09 | 2,219.09- | .0 |

STATEMENT OF EXPENSES -- ( PRINT FUND: 032 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - CHECK COLL. & PR. FUND | | | | | | | |
| SEMINAR EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| CO ATTY OFFICE EXPENSE | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - CHECK COLL. & PR. | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - PUBLIC LIBRARY
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - PUBLIC LIBRARY | | 21,096.54 |
| TOTAL CURRENT ASSETS | | 21,096.54 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 17,993.00 | |
| TOTAL OTHER ASSETS | | 17,993.00 |
| TOTAL ASSETS | | 39,089.54 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 17,993.00 | |
| LESS: EXPENDITURES | 3,659.20- | |
| TOTAL OTHER LIABILITIES | | 14,333.80 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 24,755.74 | |
| TOTAL FUND BALANCE | | 24,755.74 |
| TOTAL LIABILITIES & FUND BAL. | | 39,089.54 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - PUBLIC LIBRARY | | | | | | |
| TRANSFER FR GEN. FUND | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | .00 | .00 | 17,993.00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - PUBLIC LIBRARY | | | | | | | |
| BUILDING MAINT | 2,028.27 | 2,028.27 | 29.95 | 189.85 | .00 | 1,838.42 | 9.4 |
| EQUIPMENT MAINT | 1,200.00 | 1,200.00 | .00 | .00 | .00 | 1,200.00 | .0 |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| OFFICE SUPPLIES | 1,800.00 | 1,800.00 | 32.36 | 295.38 | .00 | 1,504.62 | 16.4 |
| POSTAGE | 175.00 | 175.00 | .00 | .00 | .00 | 175.00 | .0 |
| TELEPHONE | 1,800.00 | 1,800.00 | 91.99 | 250.40 | .00 | 1,549.60 | 13.9 |
| TRAVEL | 1,100.00 | 1,100.00 | 48.68 | 69.44 | .00 | 1,030.56 | 6.3 |
| UTILITIES | 6,500.00 | 6,500.00 | 475.69 | 1,646.82 | .00 | 4,853.18 | 25.3 |
| LIBRARY MATERIAL | 2,000.00 | 2,000.00 | 172.23 | 1,067.87 | .00 | 932.13 | 53.4 |
| TX BOOK FESTIVAL GRANT | 573.73 | 573.73 | .00 | 139.44 | .00 | 434.29 | 24.3 |
| GATES GRANT | 816.00 | 816.00 | .00 | .00 | .00 | 816.00 | .0 |
| TOTAL - PUBLIC LIBRARY | 17,993.00 | 17,993.00 | 850.90 | 3,659.20 | .00 | 14,333.80 | 20.3 |

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BALANCE SHEET - LIBRARY CAPITAL
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LIBRARY CAPITAL | | 35,376.54 |
| TOTAL CURRENT ASSETS | | 35,376.54 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 2,396.16- | |
| TOTAL OTHER ASSETS | | 2,396.16- |
| TOTAL ASSETS | | 32,980.38 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 3,500.00- | |
| TOTAL OTHER LIABILITIES | | 3,500.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 36,480.38 | |
| TOTAL FUND BALANCE | | 36,480.38 |
| TOTAL LIABILITIES & FUND BAL. | | 32,980.38 |

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| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LIBRARY CAPITAL | | | | | | |
| INTEREST | .00 | .00 | 37.52 | 111.16 | 111.16- | .0 |
| PETTY CASH | .00 | .00 | .00 | 285.00 | 285.00- | .0 |
| DONATIONS | .00 | .00 | .00 | 2,000.00 | 2,000.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | 37.52 | 2,396.16 | 2,396.16- | .0 |

STATEMENT OF EXPENSES -- ( PRINT FUND: 035 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 241

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LIBRARY CAPITAL | | | | | | | |
| CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |
| TOTAL - LIBRARY CAPITAL | .00 | .00 | .00 | 3,500.00 | .00 | 3,500.00- | .0 |

BALANCE SHEET - HIST. COMMISSION FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - HIST. COMMISSION FUND | | 398.57 |
| TOTAL CURRENT ASSETS | | 398.57 |
| OTHER ASSETS | | |
| TOTAL OTHER ASSETS | | .00 |
| TOTAL ASSETS | | 398.57 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 398.57 | |
| TOTAL FUND BALANCE | | 398.57 |
| TOTAL LIABILITIES & FUND BAL. | | 398.57 |

VOL 0034 PAGE 743

STATEMENT OF REVENUES -- ( PRINT FUND: 036 )

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HIST. COMMISSION FUND | | | | | | |
| INTEREST | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0334 PAGE 744

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HIST. COMMISSION FUND | | | | | | | |
| OFFICE SUPPLIES | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| EQUIPMENT | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| HISTORICAL MARKERS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| DONATIONS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - HIST. COMMISSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

01/07/02

RAINS COUNTY
BALANCE SHEET - LAW LIBRARY FUND
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - LAW LIBRARY FUND | | 6,818.45 |
| TOTAL CURRENT ASSETS | | 6,818.45 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 322.15- | |
| TOTAL OTHER ASSETS | | 322.15- |
| TOTAL ASSETS | | 6,496.30 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 2,261.98- | |
| TOTAL OTHER LIABILITIES | | 2,261.98- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 8,758.28 | |
| TOTAL FUND BALANCE | | 8,758.28 |
| TOTAL LIABILITIES & FUND BAL. | | 6,496.30 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 746

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - LAW LIBRARY FUND | | | | | | |
| CLERK FEES | .00 | .00 | .00 | 300.00 | 300.00- | .0 |
| INTEREST | .00 | .00 | 7.37 | 22.15 | 22.15- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 7.37 | 322.15 | 322.15- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 747

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - LAW LIBRARY FUND | | | | | | | |
| LAW LIBRARY | .00 | .00 | 1,552.98 | 2,261.98 | .00 | 2,261.98- | .0 |
| TOTAL - LAW LIBRARY FUND | .00 | .00 | 1,552.98 | 2,261.98 | .00 | 2,261.98- | .0 |

BALANCE SHEET - TDHCA GRANTS
DECEMBER 31, 2001

ASSETS

| | |
|---|---|
| CURRENT ASSETS | |
| TOTAL CURRENT ASSETS | .00 |
| OTHER ASSETS | |
| TOTAL OTHER ASSETS | .00 |
| TOTAL ASSETS | .00 |

LIABILITIES AND FUND BALANCE

| | |
|---|---|
| CURRENT LIABILITIES | |
| TOTAL CURRENT LIABILITIES | .00 |
| OTHER LIABILITIES | |
| TOTAL OTHER LIABILITIES | .00 |
| FUND BALANCE | |
| TOTAL FUND BALANCE | .00 |
| TOTAL LIABILITIES & FUND BAL. | .00 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 749

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - TDHCA GRANTS | | | | | | |
| WATER & HOUSING GRANT | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .0 |

CONSOLIDATED FINANCIALS
Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001



VOL. 0034 PAGE 750

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - TDHCA GRANTS | | | | | | | |
| MISCELLANEOUS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| WATER & HOUSING IMPROVEME | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

BALANCE SHEET - HOUSING REHAB GRANT
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| TOTAL CURRENT ASSETS | | .00 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 236,000.00- | |
| TOTAL OTHER ASSETS | | 236,000.00- |
| TOTAL ASSETS | | 236,000.00- |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 236,000.00- | |
| TOTAL OTHER LIABILITIES | | 236,000.00- |
| FUND BALANCE | | |
| TOTAL FUND BALANCE | | .00 |
| TOTAL LIABILITIES & FUND BAL. | | 236,000.00- |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 752

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - HOUSING REHAB GRANT | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | 236,000.00- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 753

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - HOUSING REHAB GRANT | | | | | | | |
| HOUSING GRANT | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |
| TOTAL - HOUSING REHAB GRA | .00 | .00 | .00 | 236,000.00 | .00 | 236,000.00- | .0 |

01/07/02

RAINS COUNTY
BALANCE SHEET - B & B CONSTRUCTION
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - B & B CONSTRUCTION | | 31,047.74 |
| TOTAL CURRENT ASSETS | | 31,047.74 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 165.16- | |
| TOTAL OTHER ASSETS | | 165.16- |
| TOTAL ASSETS | | 30,882.58 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| LESS: EXPENDITURES | 9,859.00- | |
| TOTAL OTHER LIABILITIES | | 9,859.00- |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 40,741.58 | |
| TOTAL FUND BALANCE | | 40,741.58 |
| TOTAL LIABILITIES & FUND BAL. | | 30,882.58 |

Monthly Financial Statement of Revenues
For the Month Ending: DECEMBER 31, 2001

VOL 0034 PAGE 755

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - B & B CONSTRUCTION | | | | | | |
| INTEREST | .00 | .00 | 52.65 | 165.16 | 165.16- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | 52.65 | 165.16 | 165.16- | .0 |

Monthly Financial Statement of Expenses
For the Month Ending: DECEMBER 31, 2001

VOL 0824 PAGE 756

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - B & B CONSTRUCTION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |
| TOTAL - B & B CONSTRUCTIO | .00 | .00 | .00 | 9,859.00 | .00 | 9,859.00- | .0 |

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BALANCE SHEET - JAIL EXPANSION
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - JAIL EXPANSION | | 451,465.01 |
| TOTAL CURRENT ASSETS | | 451,465.01 |
| OTHER ASSETS | | |
| LESS: REVENUES RECEIVED | 3,388.05- | |
| TOTAL OTHER ASSETS | | 3,388.05- |
| TOTAL ASSETS | | 448,076.96 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| TOTAL CURRENT LIABILITIES | | .00 |
| OTHER LIABILITIES | | |
| TOTAL OTHER LIABILITIES | | .00 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 448,076.96 | |
| TOTAL FUND BALANCE | | 448,076.96 |
| TOTAL LIABILITIES & FUND BAL. | | 448,076.96 |

VOL 0334 PAGE 758

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Balance | % |
|---|---|---|---|---|---|---|
| REV - JAIL EXPANSION | | | | | | |
| INTEREST | .00 | .00 | 1,012.59 | 3,388.05 | 3,388.05- | .0 |
| OTHER INCOME | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | 1,012.59 | 3,388.05 | 3,388.05- | .0 |

VOL 0034 PAGE 759

| Description | Beg Budget | Cur Budget | M-T-D | Y-T-D | Encumbrance | Balance | % |
|---|---|---|---|---|---|---|---|
| EXP - JAIL EXPANSION | | | | | | | |
| CONSTRUCTION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |
| TOTAL - JAIL EXPANSION | .00 | .00 | .00 | .00 | .00 | .00 | .0 |

RAINS COUNTY
BALANCE SHEET - CONSOLIDATED FUNDS
DECEMBER 31, 2001

ASSETS

| | | |
|---|---|---|
| CURRENT ASSETS | | |
| CASH - GENERAL FUND | | 1,953,072.48 |
| INVESTED CASH | | 3,030,181.32 |
| TOTAL CURRENT ASSETS | | 4,983,253.80 |
| OTHER ASSETS | | |
| ESTIMATED REVENUES | 3,743,019.77 | |
| LESS: REVENUES RECEIVED | 2,548,540.85- | |
| TOTAL OTHER ASSETS | | 1,194,478.92 |
| TOTAL ASSETS | | 6,177,732.72 |

LIABILITIES AND FUND BALANCE

| | | |
|---|---|---|
| CURRENT LIABILITIES | | |
| PAYROLL FICA PAYABLE | | 74.82- |
| PAYROLL INSURANCE PAYABLE | | 7,958.17- |
| TOTAL CURRENT LIABILITIES | | 8,032.99- |
| OTHER LIABILITIES | | |
| APPROPRIATIONS | 3,743,019.77 | |
| LESS: EXPENDITURES | 1,091,295.92- | |
| TOTAL OTHER LIABILITIES | | 2,651,723.85 |
| FUND BALANCE | | |
| CURRENT FUND BALANCE | 3,534,041.86 | |
| TOTAL FUND BALANCE | | 3,534,041.86 |
| TOTAL LIABILITIES & FUND BAL. | | 6,177,732.72 |

Signed this _____ day of _____, 2002

_____
Robert M. Sisk, County Judge

_____
Virgil McEnturff, Commissioner, Pct. 1

_____
Evelyn Malone, Commissioner, Pct. 2

_____
Gary Bishop, Commissioner, Pct. 3

_____
Rayford Briggs, Commissioner, Pct. 4

RAINS COUNTY - QUARTERLY REPORT OCT.-NOV.-DEC. 2001

| Fund | Beginning Cash | Beginning Investments | Current Revenues | Current Expenditures | Non Cash Expenditures | Ending Investments | Ending Cash |
|---|---|---|---|---|---|---|---|
| GENERAL FUND | 344159.06 | .00 | 1286113.89 | -642773.95 | -1493.81 | .00 | 986005.19 |
| RECORDS MGMT PRESERVATION #2 | 10932.19 | .00 | 253.10 | .00 | .00 | .00 | 11185.29 |
| HOTEL/MOTEL TAX | 8854.30 | .00 | 2989.35 | -2150.00 | .00 | .00 | 9693.65 |
| COURTHOUSE SECURITY FUND | 38508.68 | .00 | 964.35 | -900.00 | .00 | .00 | 38573.03 |
| LAW ENFORCEMENT TRAINING | 7693.89 | .00 | .00 | -929.60 | .00 | .00 | 6764.29 |
| COMMUNITY SERVICE-JUVENILE | 46.14 | .00 | 42.00 | .00 | .00 | .00 | 88.14 |
| JUSTICE CT TECHNOLOGY FD | .00 | .00 | 706.72 | .00 | .00 | .00 | 706.72 |
| UNIT ROAD & BRIDGE | 369144.55 | .00 | 86849.58 | -189262.19 | .00 | .00 | 266731.94 |
| RIGHT OF WAY | .00 | 92304.43 | 697.95 | .00 | .00 | 93002.38 | .00 |
| I & S FUND | .00 | .00 | 73773.36 | .00 | .00 | .00 | 73773.36 |
| PERM. SCHOOL FUND | .00 | 1646240.16 | 773452.75 | .00 | .00 | 2419692.91 | .00 |
| AVAIL. SCHOOL FUND | .00 | 438680.09 | 78205.04 | .00 | .00 | 516885.13 | .00 |
| ALBA-GOLDEN ISD PERM. | .00 | 7.50 | .00 | .00 | .00 | 7.50 | .00 |
| MILLER GROVE ISD PERM. | .00 | 16.69 | .00 | .00 | .00 | 16.69 | .00 |
| LONE OAK ISD PERM. | .00 | 574.56 | 2.15 | .00 | .00 | 576.71 | .00 |
| CHECK COLL. & PR. FUND | 11128.93 | .00 | 2219.09 | .00 | .00 | .00 | 13348.02 |
| PUBLIC LIBRARY | 24755.74 | .00 | .00 | -3659.20 | .00 | .00 | 21096.54 |
| LIBRARY CAPITAL | 36480.38 | .00 | 2396.16 | -3500.00 | .00 | .00 | 35376.54 |
| HIST. COMMISSION FUND | 398.57 | .00 | .00 | .00 | .00 | .00 | 398.57 |
| LAW LIBRARY FUND | 8758.28 | .00 | 322.15 | -2261.98 | .00 | .00 | 6818.45 |
| TDHCA GRANTS | .00 | .00 | .00 | .00 | .00 | .00 | .00 |
| HOUSING REHAB GRANT | .00 | .00 | 236000.00 | -236000.00 | .00 | .00 | .00 |
| B & B CONSTRUCTION | 40741.58 | .00 | 165.16 | -9859.00 | .00 | .00 | 31047.74 |
| JAIL EXPANSION | 448076.96 | .00 | 3388.05 | .00 | .00 | .00 | 451465.01 |
| Total Funds | 1349679.25 | 2177823.43 | 2548540.85 | -1091295.92 | -1493.81 | 3030181.32 | 1953072.48 |

RAINS COUNTY PERM. SCHOOL FUND INVESTMENTS $5,522,370.13

Signed this 9th day of Jan, 2002.

Robert M. Sisk, County Judge

Virgil McEnturff, Commissioner, Pct. 1

Evelyn Malone, Commissioner, Pct. 2

Gary Bishop, Commissioner, Pct. 3

Rayford Briggs, Commissioner, Pct. 4

VOL 0324 PAGE 754

7950 Elmbrook Drive
Dallas, Texas 75247 4925
Phone 214 638 0145
Fax 214 638 0447
www.c-b.com

**Carter::Burgess**

January 8, 2002

Commissioner Virgil McEnturff
Rains County
P.O. Box 158-0158
Emory Texas 75440

Dear Commissioner McEnturff:

By this letter the City of Dallas Water Utilities Department is requesting permission to open cut county roads for construction of Section 2 of the proposed 108-inch raw water pipeline project.

As with the open cut permit granted for the current Section 1 construction, it is our understanding that open cut of county roads in the Section 2 contract will be permitted as follows: a) placement of hot mix asphalt concrete overlay of County Roads used to haul pipe and materials; b) cement stabilized backfill of the ditchline beneath all county roadway crossings; c) all cut county roads shall be closed a maximum of 24 hours; and, d) one temporary 10-foot driving lane is to remain clear and open for public use at all times.

In the Section 2 contract base bid, the contractor will access the pipeline right-of-way by access from F.M. 779 and State Highway 19. No county road use for hauling is anticipated in the base bid portion of the project.

The contract award may include the base bid and alternate No. 1, an additional 8,600 feet of pipeline. In this contract, the contractor may be authorized to access the pipeline right-of-way by hauling on County Road 1315 only. The distance between FM 2324 and the pipeline right-of-way is approximately 12,500 linear feet. If this county road is used, the contractor will place a hot mix asphalt overlay, 2,500 tons, over this portion of County Road 1315 at the completion of the project.

If the contract includes alternate No. 2, the project manager may authorize the contractor to haul on County Road 1325 only, between FM 2324 and the pipeline right-of-way, a distance of approximately 14,000 linear feet. The contractor will place an asphalt overlay, 2,800 tons, over this portion of County Road 1325 at the completion of the project.

If the contract includes alternate No. 3, the project manager may authorize the contractor to haul on County Road 1315 and 1490 only, between FM 2324 and the pipeline right-of-way, a total distance of approximately 30,200 linear feet. The contractor will place an asphalt overlay, 5,900 tons, over the used portions of County Roads 1315 and 1490 at the completion of the project.

For all other related construction uses of county roads by the contractor, a provision is included in for the contractor to maintain county roads used by the contractor and his subcontractors during construction.

Consideration of this request by the Rains County Commissioners' Court is appreciated.

Sincerely,

**CARTER & BURGESS, INC.**

Ronald M. Hayes, P.E.

cc: Jennifer J. Cottingham, P.E. - DWU Project Manager
Al Petrasek, P.E. – Carter & Burgess, Inc.

96216803:L55.doc

Jan. 8. 2002 5:18PM JEB SALES 903-342-5232 No.9533 P. 1

VOL 0034 PAGE 765

FACSIMILE FROM: Bill Herlocker


JEB SALES CO.

500 Park Street
P. O. Box 592
Winnsboro, Texas 75494
phone: 903-342-6307
fax: 903-342-5232


DATE: 1-8-02 TIME: _____

To: Rains County Attn: Rob Sisk

Subject: Outside Sign for Annex # Of Pages: 1

COMMENTS: Cost 4'x12' Sign
Bronze Background with Gold letters
Installed $535.00

Cost 4'x12' Sign
Bronze Background with Gold letters and
red shadow on top two lines
Installed 585.00

Formed Plastic letters, Bronze color
8" & 6" letters Installed $750.00

VOL 0034 PAGE 766

MEMO

Date: January 2, 2002

To: Linda Wallace

From Lee Roland

Subject: Order for OSSF

---

You should have a copy of the Order and the State regulations for OSSF. I need a certified copy of the Order ( it's not necessary to send a copy of the State regs) along with the business records affidavit and certified copies of the minutes of the meeting of December 12, 2001 and January 9, 2002.

Comptroller of Public Accounts 50-181 (Rev. 1-00/4)
[31.11 (4-62) Rule 9.3039]

VOL 0034 PAGE 767

# APPLICATION FOR TAX REFUND

| | |
|---|---|
| Collecting office name: RAINS CO. APPRAISAL DISTRICT | Collecting tax for: (taxing units) |
| Present mailing address *(number and street)*: P. O. BOX 70 EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Grady Buck

Present mailing address *(number and street)*: 1501 RCR 3500

City, town or post office, state, ZIP code: Emory, TX 75440

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: Northshores Lot 61

Address or location of property:

Account number of property: R31002 OR Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10-27-00 | | $ 107.22 | $ 8.94 |
| 2. | | | / / | | $ | $ |
| 3. | | | / / | | $ | $ |
| 4. | | | / / | | $ | $ |
| 5. | | | / / | | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*: Remove storage shed + boathouse per ARB, for 2000

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Grady Buck — Date of application for tax refund: 12-17-01

**If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.**

**Step 5: Tax refund determination**

This tax refund is ☑ Approved ☐ Disapproved

sign here ▸ Authorized officer: [signature] — Date: 9 Jan 01

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Glenda Nowell — Date:

50-161 (Rev. 1-00/4)
[31.11 (4-82) Rule 9.3039]

VOL 0034 PAGE 768

# APPLICATION FOR TAX REFUND

| Collecting office name | Collecting tax for: (taxing units) |
|---|---|
| RAINS CO. APPRAISAL DISTRICT | |
| Present mailing address *(number and street)* P. O. BOX 70<br>EMORY, TEXAS 75440 | |
| City, town or post office, state, ZIP code | Phone *(area code and number)* |

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

**Step 1: Owner's name and address**

Owner's name: Grady Buck

Present mailing address *(number and street)*: 1501 RCR 3500

City, town or post office, state, ZIP code: Emory, TX 75440

Phone *(area code and number)*:

**Step 2: Describe the property**

Legal description *(or attach copy of the tax bill or tax receipt)*: Northshores Lot 61

Address or location of property:

Account number of property: R31002

OR

Tax receipt number:

**Step 3: Give the tax payment information**

| | Name of Taxing Unit from Which Refund is Requested | Year for Which Refund is Requested | Date of the Tax Payment | | Amount of Taxes Paid | Amount of Tax Refund Requested |
|---|---|---|---|---|---|---|
| 1. | Rains County | 2000 | 10/27/00 | | $ 107.72 | $ 8.94 |
| 2. | | | / | | $ | $ |
| 3. | | | / | | $ | $ |
| 4. | | | / | | $ | $ |
| 5. | | | / | | $ | $ |

Taxpayer's reason for refund *(attach supporting documentation)*:

Remove storage shed + boathouse per ARB. for 2000

**Step 4: Sign the form**

"I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct."

sign here ▸ Signature: Grady Buck — Date of application for tax refund: 12-17-01

**If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Texas Penal Code Section 37.10.**

**Step 5: Tax refund determination**

This tax refund is ☐ Approved ☐ Disapproved

sign here ▸ Authorized officer — Date

sign here ▸ Collector(s) of taxing unit(s) for refund applications over *(insert amount for which governing body approval is required under Section 31.11, Tax Code)*: Glenda Nowell — Date

VOL 00234 PAGE 259

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT
RAINS COUNTY (EMORY), TEXAS

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a Special Meeting of the above named Commissioners' Court will be held on the 14th of January 2002, at 10:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS
## OPEN FORUM

**DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:**

1. 1A 284 **Discuss and approve actions for the sale and purchase of patrol cars for the Rains County Sheriff's Department**

2. 1A 558 **Approve Resolution for appointment of (2) individuals to the East Texas Council of Government District's Board of Directors.**

3 1A 584 **Reappoint Jerry Rodgers, M.D. for the term of office for County Health Authority which will expire on January 23, 2002.**

4. 1A 593 **Approve Subdivision Regulations for Rains County.**

5. 1A 632 **Approve partial payment to Patrick Construction on Courthouse Grant.**

6. 1A 723 **Discuss and take action regarding the cutting of County Road #2365.**

7. 1A 741 **Discuss purchasing (19) concrete parking blocks for Annex parking lot.**

8. 1B 032 **Approve purchase of 5 tons of Wash Rocks for Annex retaining wall.**

**EXECUTIVE SESSION**

During the course of the meeting covered by this notice, should the court determine that a closed or executive meeting or session of the Court be required, then such closed or executive meeting or session as authorized by Section 551.071 through 551.076 of the Texas Government Code shall be held by the Court at the date, hour, and place given in this notice or shortly thereafter. Sections **551.071**-Consult With An Attorney; **551.072**-Real Property; **551.073**-Prospective Gifts; **551.074**-Personnel Matters; **551.075**-Conference With Employees; **551.076**-Security Devices.

**CERTIFICATION**

ATTEST:

RM Sisk

Robert M. Sisk
Rains County Judge
10 January 2002
Phone: (903) 473-2555 Fax: (903) 473-4298

THE STATE OF TEXAS §
§
§
§
§
COUNTY OF RAINS

RAINS COUNTY
COMMISSIONERS
COURT

**JANUARY 14, 2002**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS SPECIAL SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON MONDAY, THE 14TH DAY OF JANUARY, 2002, AT 10:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER VIRGIL MCENTURFF***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 10:00 A.M. ON MONDAY, JANUARY 14, 2002

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 10:00 A.M. ON MONDAY, THE 14TH DAY OF JANUARY, 2002.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

THERE WAS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING THE HEARING RESULTS FOR THE THIRD ROUND COURTHOUSE GRANT, THE FOURTH ROUND GRANT FOR THE COURTHOUSE FOR ENDANGERED COURTHOUSES, THE NEED TO MOVE THE DRIVER'S LICENSE BUREAU AND THE LOCATION FOR DPS OFFICERS AND GAME-WARDENS.

1) Tape 1A 284 THE MATTER OF *DISCUSSING AND APPROVING ACTIONS FOR THE SALE AND PURCHASE OF PATROL CARS FOR THE RAINS COUNTY SHERIFF'S DEPARTMENT* CAME TO THE ATTENTION OF THE COURT.

SHERIFF RICHARD WILSON ADVISED THE COURT ON TWO 1996 CROWN VICTORIAS FOR SALE IN THE SUM OF $7500.00 WITH WARRANTY IN THE SUM OF $795.00 FOR 36 MONTHS UNLIMITED MILEAGE ON EACH CAR. RAINS INDEPENDENT SCHOOL DISTRICT HAS OFFERED TO PURCHASE THE CAMERO FOR $7,000.00.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY

SECONDED BY COMMISSIONER GARY BISHOP TO APPROVE THE SALE OF THE CAMERA TO THE RAINS INDEPENDENT SCHOOL DISTRICT FOR THE SUM OF $7,000.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO PURCHASE 1996 CROWN VICTORIA FOR THE PURCHASE PRICE OF $7,500.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO PURCHASE THE 36 MONTHS WARRANTIES ON THE TWO (2) 1996 CROWN VICTORIAS FOR THE PURCHASE PRICE OF $795.00 PER VEHICLE.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO ALLOW THE SHERIFF'S OFFICE TO DEPOSIT THE $7,000.00 IN THE SEIZURE FUND TO PAY FOR ONE 1996 CROWN VICTORIA.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER VIRGIL MCENTURFF TO TAKE THE TOTAL OF $ 8,953.00 FROM CAPITAL IMPROVEMENTS FUND FOR THE PURCHASE OF A 1996 CROWN VICTORIA

IN THE SUM OF $7500.00 AND THE MAINTENANCE AGREEMENTS IN THE SUM OF $1,590.00 AND THE BALANCE OF $137.00 FROM THE SHERIFF'S BUDGET.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

2) Tape 1A 558 THE MATTER OF *APPROVING RESOLUTION FOR APPOINTMENT OF (2) INDIVIDUALS TO THE EAST TEXAS COUNCIL OF GOVERNMENT DISTRICT'S BOARD OF DIRECTORS* CAME TO THE ATTENTION OF THE COURT.

ALLEN PRENDERGAST AND FRANCIS E. CALDWELL ARE CURRENTLY ON THE BOARD AND ARE WILLING TO SERVE TWO ADDITIONAL YEARS.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY COMMISSIONER GARY BISHOP TO APPROVE ALLEN PRENDERGAST AND FRANCIS E. CALDWELL AS RAINS COUNTY REPRESENTATIVES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) Tape 1A 584 THE MATTER OF *REAPPOINTING JERRY RODGERS, M.D., FOR THE TERM OF OFFICE FOR COUNTY HEALTH AUTHORITY WHICH WILL EXPIRE ON JANUARY 23, 2002* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO RE-APPOINT JERRY RODGERS, M.D..

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

4) Tape 1A 593 THE MATTER OF *APPROVING SUBDIVISION REGULATIONS*

*FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO TABLE THIS ITEM UNTIL JANUARY 23, 2002.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

5) Tape 1A 682 THE MATTER OF *APPROVING PARTIAL PAYMENT TO PATRICK CONSTRUCTION ON COURTHOUSE GRANT* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY EVELYN MALONE TO APPROVE $47,322.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

6) Tape 1A 728 THE MATTER OF *DISCUSSING AND TAKING ACTION REGARDING THE CUTTING OF COUNTY ROAD #2365* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY VIRGIL MCENTURFF TO APPROVE THE CUTTING OF COUNTY ROAD #2365.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

7) Tape 1A 741 THE MATTER OF *DISCUSSING PURCHASING (19) CONCRETE PARKING BLOCKS FOR ANNEX PARKING LOT* CAME TO THE ATTENTION OF THE COURT.

GARY BISHOP ADVISED THE COURT OF THE COSTS OF PARKING BLOCKS.

A MOTION BEING MADE BY COMMISSIONER VIRGIL MCENTURFF, DULY SECONDED BY RAYFORD BRIGGS TO ALLOCATE $280.00 FOR THE PURCHASE OF 19 PARKING BLOCKS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

8) Tape 1B 032 THE MATTER OF *APPROVING PURCHASE OF 5 TONS OF WASH ROCKS FOR ANNEX RETAINING WALL* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY EVELYN MALONE TO PURCHASE 5 TONS OF WASH ROCK FOR ANNEX RETAINING WALL AT APPROXIMATELY $35.00 PER TON.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R M Sisk
PRESIDING OFFICER

ATTEST:

COUNTY COURT RAINS COUNTY TEXAS

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

MINUTES APPROVED THIS 26th DAY OF June, 2002.

# NOTICE OF OPEN MEETING
# COMMISSIONERS' COURT

RAINS COUNTY (EMORY), TEXAS

VOL 0934 PAGE 776

**In compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, notice is hereby given that a regular meeting of the above named Commissioners' Court will be held on the 23rd of January 2002, at 9:00 a.m. in the (new) Rains County Courthouse Annex, Emory, Texas, at which time the following subjects will be discussed, to wit:**

## AGENDA ITEMS

Review and Discuss Payment of Accounts

## OPEN FORUM

Citizens and Court Comments

## DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

### I. COMMITTEE & DEPARTMENTAL REPORTS

1A
1. 530 a. Litter Abatement Results. (Roland)
b. Status of county roads & bridges. (Jones)

### II. FINANCIAL REPORT AND MINUTES

1B
2. 281 Approve or disapprove warrants authorizing payment of accounts.

3. NA Approve or disapprove line item transfers, if applicable. (Northcutt)

4. NA Approve or disapprove budget amendments, if applicable.

5. NA Approve or disapprove Treasurer's Monthly and Quarterly Reports, if applicable. (Northcutt)

6. NA Approve or disapprove minutes of previous meetings.

### III. OLD BUSINESS

7. NA Courthouse beautification, i.e., sprinkler system, grass, lighting, Courthouse parking lot, and traffic flow around the square. (Requires coordination with the City of Emory)

FILED FOR RECORD
02 JAN 17 PM 2:30
COUNTY CLERK
RAINS COUNTY, TEXAS
BY

8. NA Review and take action, if any, concerning the Courthouse Annex project.

9. NA Review and take action on the Courthouse preservation project.

10. NA Review and take action, if any, on all jail expansion issues.

## IV. NEW BUSINESS

11. IB 336 Transfer Permanent School Funds to R.I.S.D.

12. IB 558 Discuss On-Site Sewage Facilities. (Roland & Thompson)

13. NA Discuss and take any and all action necessary concerning the integrity of County Road #2425.

14. IB 372 Discuss and approve Emergency Fire District/Area elections.

15. IB 387 Approve Subdivision Regulations for Rains County.

16. IB 513 Transfer Crown Victoria car from the Sheriff's Office to Litter Abatement Officer.

17. IB 591 Approve Bias Based Profiling Policy.

## EXECUTIVE SESSION

During the course of the meeting covered by this notice, should the court determine that a closed or executive meeting or session of the Court be required, then such closed or executive meeting or session as authorized by Section 551.071 through 551.076 of the Texas Government Code shall be held by the Court at the date, hour, and place given in this notice or shortly thereafter. Sections **551.071**-Consult With An Attorney; **551.072**-Real Property; **551.073**-Prospective Gifts; **551.074**-Personnel Matters; **551.075**-Conference With Employees; **551.076**-Security Devices.

R M Sisk

**Robert M. Sisk**
Judge - 16 January 2002
Phone: (903) 473-2555 Fax: (903) 473-4298

| | | |
|---|---|---|
| THE STATE OF TEXAS | § | RAINS COUNTY |
| | § | |
| | § | COMMISSIONERS |
| | § | |
| COUNTY OF RAINS | § | COURT |

**JANUARY 23, 2002**

BE IT REMEMBERED, THE COMMISSIONERS' COURT OF RAINS COUNTY, TEXAS, BEING CONVENED IN ITS REGULAR SESSION IN THE RAINS COUNTY COURTHOUSE ANNEX, ON WEDNESDAY, THE 23RD DAY OF JANUARY, 2002, AT 9:00 A.M. WITH THE FOLLOWING MEMBERS OF THE COURT BEING PRESENT:

***COUNTY JUDGE ROBERT SISK***
***COUNTY COMMISSIONER EVELYN MALONE***
***COUNTY COMMISSIONER GARY BISHOP***
***COMMISSIONER RAYFORD BRIGGS***

TAPED PROCEEDINGS OF COURT DULY TRANSCRIBED BY:

***LINDA WALLACE***
***COUNTY CLERK/COURT EX-OFFICIO***

THE AGENDA WAS PREPARED BY THE JUDGE'S OFFICE ANNOUNCING A MEETING TO BE HELD BY THE COMMISSIONERS AT 9:00 A.M. ON WEDNESDAY, JANUARY 23, 2002

THE POSTED MEETING OF THE COMMISSIONER'S COURT WAS HELD AT 9:00 A.M. ON WEDNESDAY, THE 23RD DAY OF JANUARY, 2002.

THE MEETING WAS CALLED TO ORDER BY JUDGE ROBERT M. SISK.

WITH COMMISSIONER VIRGIL MCENTURFF BEING ABSENT, THERE WAS A QUORUM

THE FOLLOWING BUSINESS CAME TO THE ATTENTION OF THE COURT, WITH COUNTY JUDGE ROBERT SISK AS PRESIDING OFFICER.

THE MATTER OF *REVIEWING AND DISCUSSING PAYMENT OF ACCOUNTS* CAME TO THE ATTENTION OF THE COURT.

PAYMENT OF ACCOUNTS

Tape 1A 442 A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER EVELYN MALONE TO TAKE A TEN MINUTE RECESS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

THE COURT RECONVENED AT 10:01 A.M. WITH ALL MEMBERS OF THE COURT BEING PRESENT EXCEPT VIRGIL MCENTURFF.

THE MATTER OF *OPEN FORUM* CAME TO THE ATTENTION OF THE COURT.

JUDGE ROBERT SISK ADDRESSED THE COURT CONCERNING COUNTY CEMETERY PROGRAM. JUDGE SISK ADDRESSED THE COURT CONCERNING THE COURTHOUSE GRANT, ROUND FOUR DUE DATE IS APRIL 15, 2002.

1) Tape 1A 530 THE MATTER OF *REVIEWING RAINS COUNTY COMMITTEE & DEPARTMENTAL REPORTS* CAME TO THE ATTENTION OF THE COURT.

A) LEE ROLAND, LITTER ABATEMENT, SUBMITTED ORAL AND WRITTEN REPORT.

B) AVIS JONES, COUNTY ROADS & BRIDGES, SUBMITTED ORAL AND WRITTEN REPORT[1].

11) Tape 1B 028 THE MATTER OF *TRANSFERRING PERMANENT SCHOOL FUNDS TO R.I.S.D.*[2] CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY COMMISSIONER RAYFORD BRIGGS TO TRANSFER PERMANENT SCHOOL FUNDS IN THE SUM OF $2,000,000 TO R. I. S. D.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

12) Tape 1B 079 THE MATTER OF *DISCUSSING ON-SITE SEWAGE FACILITIES* CAME TO THE ATTENTION OF THE COURT.

LORI THOMPSON ADDRESSED THE COURT CONCERNING THE ON-SITE SEWAGE FACILITIES.

2) Tape 1B 281 THE MATTER OF *APPROVING OR DISAPPROVING WARRANTS AUTHORIZING PAYMENTS OF ACCOUNTS*[3] CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED

---

[1]REPORT FROM AVIS JONES

[2]REPORT FROM RAINS INDEPENDENT SCHOOL DISTRICT

[3]COMMISSIONERS COURT REGISTER DATED 1/21/02

BY COMMISSIONER EVELYN MALONE TO AUTHORIZE PAYMENT OF ACCOUNTS.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

3) NO ACTION.

4) NO ACTION

5) NO ACTION

6) NO ACTION

7) NO ACTION

8) NO ACTION

9) NO ACTION

10) NO ACTION

13) NO ACTION

14) Tape 1B 372 THE MATTER OF *DISCUSSING AND APPROVING EMERGENCY FIRE DISTRICT/AREA ELECTIONS* CAME TO THE ATTENTION OF THE COURT.

BEN DEPUE ADDRESSED THE COURT CONCERNING THE NEW PETITION FOR THE ELECTION.

NO ACTION

15) Tape 1B 387 THE MATTER OF *APPROVING SUBDIVISION REGULATIONS FOR RAINS COUNTY* CAME TO THE ATTENTION OF THE COURT.

EVELYN MALONE ADDRESSED THE COURT CONCERNING THE REGULATIONS AS FOLLOWS: THE AMOUNT OF THE BOND OF 33 1/3 NEEDS TO BE INCLUDED, ON PAGE 6 OR 7 NEED TO ADD THAT A COPY OF THE PLAT NEEDS TO BE PROVIDED TO 911 AT THE DEVELOPERS COSTS, ON PAGE 17, THE DIAGRAM NEEDS TO HAVE THE

FIGURE 5-31, ON PAGE 18 AND PAGE 23, THE DIAGRAM ON PAGE 18, HOT MIX ASPHALT VS. OIL SAND, NEEDS TO BE CHANGED ON THE DIAGRAM. AVIS JONES STATED THAT OIL SAND WILL NOT WORK ON CURBED AND GUTTERED STREETS. COMMISSIONER MALONE CONTINUED WITH CHANGES, ON PAGE 19, NUMBER 2 AND NUMBER 5, NEEDS TO READ THE CURRENT TX DOT SPECIFICATIONS, THE DIAGRAM NEEDS TO LABELED AS IT IS THROUGHOUT THE TEXT, ON PAGE 41, TYPOGRAPHICAL ERROR, SHOULD READ PUBLISHED INSTEAD OF FILED.

A MOTION BEING MADE BY COMMISSIONER RAYFORD BRIGGS, DULY SECONDED BY EVELYN MALONE TO APPROVE THE SUBDIVISION REGULATIONS WITH MODIFICATIONS AS STATED BY COMMISSIONER MALONE

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

Tape 1B 503 A MOTION BEING MADE BY EVELYN MALONE, DULY SECONDED BY GARY BISHOP TO SET THE FEE FOR A SET OF SUBDIVISION REGULATIONS AT $5.00.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

16) Tape 1B 513 THE MATTER OF *TRANSFERRING THE CROWN VICTORIA CAR FROM THE SHERIFF'S OFFICE TO LITTER ABATEMENT OFFICER* CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER GARY BISHOP, DULY SECONDED BY EVELYN MALONE TO TRANSFER THE CROWN VICTORIA CAR TO LITTER ABATEMENT OFFICER.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

Tape 1B 558 A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY GARY BISHOP TO RE-OPEN ITEM 12, DISCUSSION ON ON-SITE SEWAGE FACILITIES.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

17) Tape 1B 591 THE MATTER OF *APPROVING BIAS BASED PROFILING POLICY*[4] CAME TO THE ATTENTION OF THE COURT.

A MOTION BEING MADE BY COMMISSIONER EVELYN MALONE, DULY SECONDED BY GARY BISHOP TO ACCEPT THE POLICY.

ALL COMMISSIONERS VOTING AYE AND THERE BEING NO VOTES NAY, MOTION CARRIED UNANIMOUSLY.

WITH NO FURTHER BUSINESS TO BE CONSIDERED BY THE COURT AT THIS TIME, JUDGE ROBERT SISK DECLARED COMMISSIONERS' COURT ADJOURNED.

R M Sisk
PRESIDING OFFICER

ATTEST:

Linda Wallace
LINDA WALLACE, COUNTY CLERK AND
EX-OFFICIO OF COMMISSIONERS' COURT

COUNTY COURT
RAINS COUNTY TEXAS

MINUTES APPROVED THIS 26th DAY OF June, 2002.

[4]BIAS BASED PROFILING POLICY

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# COUNTY OF RAINS

ROAD & BRIDGE ADMINISTRATION
1293 S. State Highway 19
P.O. Box 158
Emory, Texas 75440

AVIS JONES-ADMINISTRATOR

Tel: (903) 473-8783
Fax: (903) 473-4298
email: rains.co.roads@globeco.net

WORK PROGRESS FOR 01-05-02 to 01-17-02

01-05-02 (Saturday)

Removed tree from CR 2570

01-07-02

Replaced and filled in culvert on CR 3425. Replaced culvert under Benton Hill Cemetery Road.

01-08-02

Installed two (2) culverts on CR 3333 for property owner. Cleaned out ditch on CR 3330. Patched with oil sand CR's 3310 and 3330.

01-09-02

Installed and replaced 4 culverts under CR 3330 to improve drainage problems. Graded CR 4515. Patched with oil sand CR's 3330, 4510, 4515 and 1430.

01-10-02

Added gravel and graded CR's 4330, 4450 and 4516. Patched with oil sand CR's 4370, 1430, 1525, 1520, 1515, 1402, 4360 and 4320.

01-11-02

Patched with oil sand CR 1450. Loaded dirt for Point Amphitheather at Alba (Dallas Pine Line). Installed culvert for property owner on CR 1410. Installed culvert for property owner on CR 4252.

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01-14-02

Graded and added rock to CR's 4530 and 1402. Installed culverts for property owners on CR's 325 and 1315. Patched with oil sand CR's 1395 and 1465.

01-15-02

Installed culverts under CR 3475 and installed one (1) culvert at the intersection of 3400 and 3419. Loaded dirt for Point NFA (National Farmers Association). Graded and added rock to CR 1402. Cleaned brush off CR 4320 right of way. Added rock to 1403.

01-16-02

Patched with oil sand CR's 1610, 1691, 1692, 1250, 4250, 4310 and Holiday Hills. Replaced culvert under CR 1402 (48" X 35'). Replaced culvert under CR 4530 (18" X 30').

01-17-02

Replaced culvert under CR 1402 )48" X 30'). Patched with oil sand CR"s 1690, 1605, 1320, 1395, 1470 and 2450. Graded CR's 4310 and 4250. Did Maintenance work on equipment.

Planned Work for the Next Two Weeks

We will continue to patch pot-holes and continue to replace rusted out and broken down culverts under our County Roads. In case of rain, we will be installing new road signs on County Roads where there are non at all or they have been lost, damaged or destroyed.
We will be grading roads throughout the county, as weather permits. We also will be doing general maintenance on our equipment and trucks.
Be sure to let me know of any problem areas that you might see or hear of on any of our County Roads.

Submitted by:

Avis Jones, Administrator

cc: Judge Sisk
All Commissioners (4)
File

AWJ: lfd

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# RAINS INDEPENDENT SCHOOL DISTRICT

P. O. Box 247
1759 West US Highway 69
Emory, Texas 75440-0247

Main Number 903/473-2222
FAX 903/473-3053
http://www.rains.k12.tx.us

DAVID M. SEAGO
Superintendent
Extension 115

SUSIE GRIDER, Director
Instruction/Technology
Extension 118

STEVE STEADHAM
High School Principal
Extension 104

MAYBETH MCMAHAN
Junior High Principal
Extension 106

TONY VESSAKOSOL
Elementary Principal
Extension 152

DENISE FLAGG
JH/HS Assistant Principal
Extension 101

ANGIE TRULL
Elem. Assistant Principal
Extension 138

TERRY SMITH
Athletic Director
Extension 111

MARK BEATTY
Band Director
Extension 130

HILDA ELLISON
High School Counselor
Extension 109

SHERRI WRIGHT
Junior High Counselor
Extension 121

Elementary Counselor
Extension 149

RISD-DMS-1/L-026

January 11, 2002

The Honorable Judge Bob Sisk
Commissioner Gary Bishop
Commissioner Rayford Briggs
Commissioner Evelyn Malone
Commissioner Virgil McEnturff

Dear Judge Sisk and Commissioners:

Our new high school building project is progressing very well. We have completed approximately 45% of the project. Over the next six to eight months, our expenditures will be very high. We have $1,366,144.17 remaining in our bond account and we have spent $494,984.69 from our fund balance.

I am at this time requesting the transfer of the $2 million that the Commissioners' Court has pledged to this project. Enclosed, you will find a current expenditure report.

Please include me on the agenda for your meeting on January 23, 2002. I will be present to answer any questions you might have.

Respectfully submitted,

David M. Seago, Superintendent
Rains Independent School District

DMS/sp

Enclosure: High School Project Expenditure Report

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# RAINS INDEPENDENT SCHOOL DISTRICT

History of Expenditures and Interest Earned on Bond Proceeds
October 2000 – January 2001

| | |
|---|---|
| Beginning Balance 10-31-01 | $4,886,674.67 |
| Expenditures to Date – Phase I & II | -$3,775,168.07 |
| Interest Earned on Bonds | + 254,637.57 |
| **Balance 1-10-2001** | **$1,366,144.17** |

**Phase I**: Site Work, Site Utilities, Testing, Flex-Base

**Phase II**: Concrete, Masonry, Steel, Electrical, Roofing, HVAC, Plumbing, Furnishings, Dry Wall, Fire and PA System, Data Communication Systems, Food Service Equipment

**January 10, 2002**

# RAINS INDEPENDENT SCHOOL DISTRICT

History of Expenditures and Interest Earned on Bond Proceeds
October 2000 – January 2001

| | |
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**Phase I**: Site Work, Site Utilities, Testing, Flex-Base

**Phase II**: Concrete, Masonry, Steel, Electrical, Roofing, HVAC, Plumbing, Furnishings, Dry Wall, Fire and PA System, Data Communication Systems, Food Service Equipment

**January 10, 2002**

# RAINS ISD

## BUILDING PROGRAM - NEW HIGH SCHOOL

## PAYMENTS TO JACKSON CONSTRUCTION COMPANY/INTEREST EARNED

## BOND ACCOUNT 2000-01

| DATE | CONST. MGR. PAYMENTS | PAY APP. # | AMOUNT | AIA PAYMENTS | PAY APP# | AMOUNT | TOTAL | SOURCE |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| 10/31/00 | BEGINNING BALANCE | | | | | | $4,886,674.67 | Bond Proceeds |
| 11/03/00 | Phase I | 1 | $6,845.14 | | | | $4,879,829.53 | Bond Proceeds |
| 12/6/00 | Phase I | 2 | $8,327.72 | Phase I | 1 | $97,615.80 | $4,773,886.01 | Bond Proceeds |
| 2/2/01 | Phase I | 3 | $5,297.00 | Phase I | 2 | $27,842.60 | $4,740,746.41 | Bond Proceeds |
| 4/17/01 | Phase I & II | 4 | $84,866.69 | Phase I | 3 | $12,366.00 | $4,643,513.72 | Bond Proceeds |
| 5/17/01 | Phase I & II | 5 | $11,132.77 | Phase I | 4 | $47,181.60 | $4,585,199.35 | Bond Proceeds |
| 5/17/01 | | | | Phase II | 1 | $43,415.85 | $4,541,783.50 | Bond Proceeds |
| 6/8/01 | Phase I & II | 6 | $14,721.97 | Phase I | 5 | $67,354.67 | $4,459,706.86 | Bond Proceeds |
| 6/25/01 | | | | Phase II | 2 | $148,311.36 | $4,311,395.50 | Bond Proceeds |
| 6/25/01 | Temporary Facilities | | $213,686.29 | | | | $4,097,709.21 | Bond Proceeds |
| 7/6/01 | Phase I & II | 7 | $17,403.94 | | | | $4,080,305.27 | Bond Proceeds |
| 7/6/01 | | | | Phase I | 6 | $40,715.50 | $4,039,589.77 | Bond Proceeds |
| 7/6/01 | | | | Phase II | 3 | $165,719.24 | $3,873,870.53 | Bond Proceeds |
| 8/10/01 | Phase I & II | 8 | $29,827.04 | Phase II | 8 | | $3,844,043.49 | Bond Proceeds |
| 8/14/01 | | | | Phase I & II | 4 & 7 | $492,636.50 | $3,351,406.99 | Bond Proceeds |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | TOTAL EXPENDED | | $392,108.56 | | | 1,143,159.12 | | $1,535,267.68 |
| | | | | | | | | |
| | RECAP: | | | | | | | |
| | Beginning Bal 10-06-00 | $4,886,674.67 | | | | | | |
| | EXPENDED 00-01 | $1,535,267.68 | | | | | | |
| | Interest Earned Oct.-Aug | $227,911.45 | | | | | | |
| | | | | | | | | |
| | ENDING BAL 8-31-01 | $3,579,318.44 | | | | | | |
| | | | | | | | | |
| 1/10/02 | | | | | | | | |
| | | | | | | | | |
| Sheet 1 | | | | | | | | |

# RAINS ISD

## BUILDING PROGRAM - NEW HIGH SCHOOL

## PAYMENTS TO JACKSON CONSTURCTION COMPANY/INTEREST EARNED

## BOND ACCOUNT 2001-02

| DATE | CONST. MGR. PAYMENTS | PAY APP. # | AMOUNT | AIA PAYMENTS | PAY APP# | AMOUNT | TOTAL | SOURCE |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | $3,579,318.44 | Bond Proceeds |
| 9/1/01 | BEGINNING BALANCE | | | | | | $3,575,483.04 | Bond Proceeds |
| 09/06/01 | | | | Phase I | 8 | $3,835.40 | $3,095,619.52 | Bond Proceeds |
| 09/07/01 | Phase I & II | 9 | $25,713.14 | Phase II | 5 | $454,150.38 | $2,792,011.71 | Bond Proceeds |
| 10/05/01 | Phase I & II | 10 | $19,082.24 | Phase II | 6 | $284,525.57 | $2,202,383.26 | Bond Proceeds |
| 11/09/01 | Phase I & II | 11 | $33,191.95 | Phase II | 7 | $556,436.50 | $1,725,630.67 | Bond Proceeds |
| 12/10/01 | Phase I & II | 12 | $26,615.14 | Phase II | 8 | $450,137.45 | $1,339,418.05 | Bond Proceeds |
| 01/11/02 | Phase I & II | 13 | $22,260.40 | Phase II | 9 | $363,952.22 | | |
| | | | | | | | | |
| | TOTAL EXPENDED | | $126,862.87 | | | $2,113,037.52 | | $2,239,900.39 |
| | | | | | | | | |
| | | | | | | | | |
| | RECAP: | | | | | | | |
| | Beginning Bal 10-06-00 | $3,579,318.44 | | | | | | |
| | Expended Sep 01 - Jan. 02 | $2,239,900.39 | | | | | | |
| | Interest Earned Sept-Dec. 2001 | $26,726.12 | | | | | | |
| | | | | | | | | |
| | BALANCE 1-11-02 | $1,366,144.17 | | | | | | |
| | | | | | | | | |
| 1-10-02 | | | | | | | | |
| | | | | | | | | |
| Sheet 2 | | | | | | | | |

# RAINS ISD

## BUILDING PROGRAM - NEW HIGH SCHOOL

## ARCHITECT FEES and MONTHLY OPERATING COSTS PAID FROM GENERAL OPERATING BUDGET

## 1999-00, 2000-01 AND 2001-02

| DATE | AMOUNT | ARCHITECTURAL FIRM | SOURCE OF EXPENDITURE |
|---|---|---|---|
| 03/08/00 | $66,000.00 | Burleson Associates | General Operating Budget |
| 05/03/00 | $63,385.51 | Burleson Associates | General Operating Budget |
| 05/17/00 | $55,457.65 | Burleson Associates | General Operating Budget |
| 06/09/00 | $63,360.00 | Burleson Associates | General Operating Budget |
| 07/06/00 | $63,370.11 | Burleson Associates | General Operating Budget |
| 08/04/00 | $63,360.00 | Burleson Associates | General Operating Budget |
| 08/13/01 | $41,910.55 | Burleson Associates | General Operating Budget |
| 09/04/01 | $11,470.16 | Burleson Associates | General Operating Budget |
| 10/5/01 | $6,653.00 | Burleson Associates | General Operating Budget |
| 11/7/01 | $4,238.00 | Burleson Associates | General Operating Budget |
| 12/12/01 | $2,002.80 | Burleson Associates | General Operating Budget |
| 01/04/02 | $2,951.97 | Burleson Associates | General Operating Budget |
| | | | |
| **Total Burleson** | **$444,159.75** | | |
| | | | |
| **DATE** | **AMOUNT** | **MONTHLY OPER. COSTS** | **SOURCE OF EXPENDITURE** |
| 07/30/01 | $666.77 | Monthly Operating Costs | General Operating Budget |
| 08/31/01 | $1,679.69 | Monthly Operating Costs | General Operating Budget |
| 09/30/01 | $735.20 | Monthly Operating Costs | General Operating Budget |
| 10/11/01 | $10,901.00 | Builder's Risk Insurance | General Operating Budget |
| 10/11/01 | $33,011.00 | Gas Line Upgrade/Meter Install. | General Operating Budget |
| 10/31/01 | $1,229.33 | Monthly Operating Costs | General Operating Budget |
| 11/30/01 | $981.63 | Monthly Operating Costs | General Operating Budget |
| 12/31/01 | $1,620.32 | Monthly Operating Costs | General Operating Budget |
| | | | |
| **Total Monthly Costs** | **$50,824.94** | | |
| | | | |
| **RECAP** | | | |
| **Burleson Architects from General Operating** | | | $444,159.75 |
| **Monthly Operating Costs from General Operating** | | | $50,824.94 |
| | | | |
| **Total from Operating Budget through December 2001** | | | **$494,984.69** |
| | | | |
| Monthly operating costs = phone, rental on construction trailer, waste management, | | | |
| and miscellaneous operting expenses | | | |
| 1/10/02 | | | |
| | | | |
| **Sheet 3** | | | |

| Invoice | Inv-Date | Due-Date | Inv $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| ***** 30TH ANNUAL CO & DIST CLERKS | | | | | | |
| WALLACE | 01/11/02 | 01/11/02 | 95.00 | COUNTY & DIST. CLERK | SEMINAR EXPENSE | 95.00 |
| | | | | | Total Displayed = | 95.00 |
| ***** ALBA-GOLDEN CREDIT UNION | | | | | | |
| XX | 01/18/02 | 01/18/02 | 200.00 | GENERAL FUND | CREDIT UNION | 200.00 |
| | | | | | Total Displayed = | 200.00 |
| ***** ARMOR MATERIALS | | | | | | |
| 10008637 | 01/15/02 | 01/23/02 | 401.16 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 401.16 |
| 10008676 | 01/17/02 | 01/23/02 | 213.78 | UNIT ROAD & BRIDGE | ROAD MATERIAL | 213.78 |
| | | | | | Total Displayed = | 614.94 |
| ***** BODY MASTERS | | | | | | |
| XX | 01/02/02 | 01/23/02 | 250.00 | SHERIFF & JAIL | VEHICLE REPAIR & MAINT. | 250.00 |
| | | | | | Total Displayed = | 250.00 |
| ***** CERTIFIED | | | | | | |
| 627562 | 01/09/02 | 01/23/02 | 346.54 | SHERIFF & JAIL | BLDG. REPAIR & MAINT. | 346.54 |
| | | | | | Total Displayed = | 346.54 |
| ***** CHEM-DOT | | | | | | |
| 8917 | 01/10/02 | 01/23/02 | 974.00 | NON-DEPARTMENTAL | B&B BUILDING | 974.00 |
| 891c | 01/10/02 | 01/23/02 | 128.50 | MAINTENANCE | CUSTODIAL SUPPLIES | 128.50 |
| | | | | | Total Displayed = | 1102.50 |
| ***** CANON FINANCIAL SERVICES, INC | | | | | | |
| 3052968 | 01/13/02 | 01/23/02 | 94.72 | COUNTY ATTORNEY | CO ATTY STATE FUNDS | 94.72 |
| | | | | | Total Displayed = | 94.72 |
| ***** CO JUDGES & COMM ASSN OF TEXAS | | | | | | |
| XX | 01/08/02 | 01/23/02 | 600.00 | NON-DEPARTMENTAL | DUES | 600.00 |
| | | | | | Total Displayed = | 600.00 |
| ***** COPY PRODUCTS | | | | | | |
| 181028 | 01/14/02 | 01/23/02 | 82.00 | COUNTY JUDGE | OFFICE SUPPLIES | 82.00 |
| | | | | | Total Displayed = | 82.00 |
| ***** CO TREAS ASSN OF TEXAS | | | | | | |
| XX | 01/18/02 | 01/23/02 | 50.00 | COUNTY TREASURER | DUES | 50.00 |
| | | | | | Total Displayed = | 50.00 |
| ***** DAVID TRAYLOR | | | | | | |
| REIMB | 01/15/02 | 01/23/02 | 42.38 | SHERIFF & JAIL | EQUIPMENT | 42.38 |
| | | | | | Total Displayed = | 42.38 |
| ***** DUKU OIL CO | | | | | | |
| 82407 | 01/11/02 | 01/23/02 | 457.50 | SHERIFF & JAIL | FUEL & OIL | 457.50 |
| 82444 | 01/17/02 | 01/23/02 | 256.87 | SHERIFF & JAIL | FUEL & OIL | 256.87 |
| 16451 | 01/03/02 | 01/23/02 | 26.67 | UNIT ROAD & BRIDGE | FUEL & OIL | 26.67 |
| 16549 | 01/11/02 | 01/23/02 | 31.33 | UNIT ROAD & BRIDGE | FUEL & OIL | 31.33 |
| | | | | | Total Displayed = | 772.37 |
| ***** DOLLAR GENERAL | | | | | | |
| 69279 | 01/18/02 | 01/23/02 | 16.00 | MAINTENANCE | CUSTODIAL SUPPLIES | 16.00 |
| 275611 | 01/15/02 | 01/23/02 | 4.50 | COUNTY JUDGE | OFFICE SUPPLIES | 4.50 |

| Invoice | Inv-Date | Due-Date | Inv $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| 6575 | 01/15/02 | 01/23/02 | 27.50 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 27.50 |
| 64277 | 01/15/02 | 01/23/02 | 4.00 | MAINTENANCE | CUSTODIAL SUPPLIES | | 4.00 |
| 64275 | 01/10/02 | 01/23/02 | 10.00 | SHERIFF & JAIL | PRISONER SUPPLIES | | 10.00 |
| | | | | | Total Displayed | : | 62.00 |
| ***** [illegible] | | | | | | | |
| 13145 | 01/14/02 | 01/23/02 | 2.64 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 2.64 |
| | | | | | Total Displayed | : | 2.64 |
| ***** ERWIN CONCRETE, INC | | | | | | | |
| 16319 | 01/22/02 | 01/23/02 | 279.30 | NON-DEPARTMENTAL | B&B BUILDING | | 279.30 |
| | | | | | Total Displayed | : | 279.30 |
| ***** [illegible] FOOD MART | | | | | | | |
| SHERIFF | 01/02/02 | 01/23/02 | 469.35 | SHERIFF & JAIL | PRISONER FOOD | | 469.35 |
| | | | | | Total Displayed | : | 469.35 |
| ***** ELECTRONIC FEDERAL TAX PMT SYS | | | | | | | |
| WH-SS | 01/18/02 | 01/18/02 | 9090.43 | GENERAL FUND | PAYROLL W/H PAYABLE | | 2753.82 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL W/H PAYABLE | | 112.86 |
| | | | | GENERAL FUND | PAYROLL FICA PAYABLE | | 6070.75 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL FICA PAYABLE | | 153.00 |
| | | | | | Total Displayed | : | 9090.43 |
| ***** [illegible] PUBLISHING CO | | | | | | | |
| [illegible] | 01/14/02 | 01/23/02 | 64.04 | SHERIFF & JAIL | OFFICE SUPPLIES | | 64.04 |
| | | | | | Total Displayed | : | 64.04 |
| ***** [illegible] TEXAS ANESTHESIOLOGY ASSOC | | | | | | | |
| 140.2164.1 | 12/03/01 | 01/23/02 | 40.06 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 40.06 |
| | | | | | Total Displayed | : | 40.06 |
| ***** [illegible] TEXAS MEDICAL CENTER | | | | | | | |
| 15900291 | 11/15/01 | 01/23/02 | 839.60 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 839.60 |
| | | | | | Total Displayed | : | 839.60 |
| ***** EUGENE MCMILLAN | | | | | | | |
| EMP DINNER | 01/10/02 | 01/10/02 | 62.50 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 62.50 |
| | | | | | Total Displayed | : | 62.50 |
| ***** [illegible] COMMUNICATION & SECURITY | | | | | | | |
| 10193 | 12/26/01 | 01/23/02 | 227.50 | UNIT ROAD & BRIDGE | TELEPHONE | | 227.50 |
| | | | | | Total Displayed | : | 227.50 |
| ***** [illegible] PUBLICATIONS OF TX INC | | | | | | | |
| [illegible] | 01/22/02 | 01/23/02 | 17.97 | COUNTY ATTORNEY | LAW LIBRARY | | 17.97 |
| | | | | | Total Displayed | : | 17.97 |
| ***** [illegible] BOOK | | | | | | | |
| BS REFUND | 01/10/02 | 01/10/02 | 8.94 | NON-DEPARTMENTAL | TAX REFUND | | 8.94 |
| | | | | | Total Displayed | : | 8.94 |
| ***** [illegible] CO MEMORIAL HOSPITAL | | | | | | | |
| [illegible]340 | 09/17/01 | 01/23/02 | 13.90 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 13.90 |
| | | | | | Total Displayed | : | 13.90 |

| Invoice | Inv-Date | Due-Date | Inv $ | Department | Line Item | Chk $ |
|---|---|---|---|---|---|---|
| ***** RAINS CO. SHERIFF DEPT | | | | | | |
| XX | 12/31/01 | 01/23/02 | 6045.00 | NON-DEPARTMENTAL | PRISONER BOARDING | [illegible] |
| | | | | | Total Displayed : | [illegible] |
| ***** JURY LIST | | | | | | |
| GRAND JURY | 01/15/02 | 01/15/02 | 336.00 | COUNTY COURT | DIST-JUROR EXPENSE | 336.00 |
| | | | | | Total Displayed : | 336.00 |
| ***** JEB SALES CO. INC | | | | | | |
| 028358 | 01/09/02 | 01/23/02 | 200.00 | MAINTENANCE | BLDG. MAINT | 200.00 |
| 028357 | 01/09/02 | 01/23/02 | 100.00 | MAINTENANCE | BLDG. MAINT | 100.00 |
| | | | | | Total Displayed : | 300.00 |
| ***** KRISTI BISHOP | | | | | | |
| CHILD SUP | 01/18/02 | 01/18/02 | 500.00 | GENERAL FUND | CHILD SUPPORT PAY | 500.00 |
| | | | | | Total Displayed : | 500.00 |
| ***** KILGORE COLLEGE | | | | | | |
| 23712 | 01/14/02 | 01/23/02 | 20.00 | LAW ENFORCEMENT TRAINI | TRAINING-SHERIFF | 20.00 |
| | | | | | Total Displayed : | 20.00 |
| ***** KEVIN TALLEY | | | | | | |
| REIMB | 01/23/02 | 01/23/02 | 30.78 | UNIT ROAD & BRIDGE | TELEPHONE | 30.78 |
| | | | | | Total Displayed : | 30.78 |
| ***** KENNETH FRANCIS | | | | | | |
| REIMB | 01/23/02 | 01/23/02 | 30.78 | UNIT ROAD & BRIDGE | TELEPHONE | 30.78 |
| | | | | | Total Displayed : | 30.78 |
| ***** LEXIS-NEXIS | | | | | | |
| 0112127316 | 12/31/01 | 01/23/02 | 15.00 | LAW LIBRARY FUND | LAW LIBRARY | 15.00 |
| 0112080836 | 12/31/01 | 01/23/02 | 20.00 | COUNTY ATTORNEY | CO ATTY STATE FUNDS | 20.00 |
| | | | | | Total Displayed : | 35.00 |
| ***** LEGAL DIRECTORIES PUBLISHING CO | | | | | | |
| ORDER | 12/05/01 | 01/23/02 | 69.50 | COUNTY ATTORNEY | OFFICE SUPPLIES | 69.50 |
| | | | | | Total Displayed : | 69.50 |
| ***** LINEBARGER GOGGAN BLAIR PENA SAM | | | | | | |
| DEC2001 | 01/15/02 | 01/23/02 | 2518.28 | NON-DEPARTMENTAL | TAX ATTORNEY | 2518.28 |
| | | | | | Total Displayed : | 2518.28 |
| ***** MARTI COLE | | | | | | |
| REIMB | 01/11/02 | 01/23/02 | 3.94 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 3.94 |
| REIMB | 01/16/02 | 01/23/02 | 12.45 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 12.45 |
| | | | | | Total Displayed : | 16.39 |
| ***** MICHAEL GROSS, TRUSTEE | | | | | | |
| SISK | 01/18/02 | 01/18/02 | 75.00 | GENERAL FUND | LEVY | 75.00 |
| | | | | | Total Displayed : | 75.00 |
| ***** MARY JO WARRICK | | | | | | |
| XX | 01/15/02 | 01/15/02 | 200.00 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | 200.00 |
| | | | | | Total Displayed : | 200.00 |
| ***** NATIONAL ASSN OF COUNTIES | | | | | | |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| 117962 | 12/20/01 | 01/23/02 | 360.00 | NON-DEPARTMENTAL | DUES | | 360.00 |
| | | | | | Total Displayed | : | 360.00 |
| ***** NBLU CLEARING ACCOUNT | | | | | | | |
| DEF COMP | 01/18/02 | 01/18/02 | 10.00 | GENERAL FUND | DEFERRED COMP. | | 10.00 |
| | | | | | Total Displayed | : | 10.00 |
| ***** N E T OPPORTUNITIES | | | | | | | |
| CMP DINNER | 01/10/02 | 01/10/02 | 20.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 20.00 |
| | | | | | Total Displayed | : | 20.00 |
| ***** OFFICE DEPOT | | | | | | | |
| 146432136 | 01/08/02 | 01/23/02 | 9.71 | COUNTY ATTORNEY | OFFICE SUPPLIES | | 9.71 |
| 147889264 | 01/04/02 | 01/23/02 | 43.71 | COUNTY TREASURER | OFFICE SUPPLIES | | 43.71 |
| 147889264 | 01/04/02 | 01/23/02 | 17.92 | SHERIFF & JAIL | OFFICE SUPPLIES | | 17.92 |
| | | | | | Total Displayed | : | 71.34 |
| ***** OFFICE OF COURT ADMINISTRATION | | | | | | | |
| XX | 01/14/02 | 01/14/02 | 9.25 | COUNTY & DIST. CLERK | OFFICE SUPPLIES | | 9.25 |
| | | | | | Total Displayed | : | 9.25 |
| ***** PATRICK CONSTRUCTION | | | | | | | |
| 4 | 12/31/01 | 01/14/02 | 47322.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 47322.00 |
| | | | | | Total Displayed | : | 47322.00 |
| ***** PITNEY BOWES | | | | | | | |
| 3417532 | 01/14/02 | 01/23/02 | 369.00 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | | 369.00 |
| | | | | | Total Displayed | : | 369.00 |
| ***** PETTY CASH | | | | | | | |
| REIMB | 01/08/02 | 01/23/02 | 28.76 | SHERIFF & JAIL | PRISONER FOOD | | 28.76 |
| REIMB | 01/15/02 | 01/23/02 | 19.87 | SHERIFF & JAIL | PRISONER FOOD | | 19.87 |
| REIMB | 01/11/02 | 01/23/02 | 4.45 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | | 4.45 |
| | | | | | Total Displayed | : | 53.08 |
| ***** PHILLIP KILLGORE | | | | | | | |
| REIMB | 01/17/02 | 01/23/02 | 62.69 | COUNTY COURT | DIST-TRIAL EXPENSE | | 62.69 |
| | | | | | Total Displayed | : | 62.69 |
| ***** QWEST DEX | | | | | | | |
| REIMB | 01/23/02 | 01/23/02 | 30.78 | UNIT ROAD & BRIDGE | TELEPHONE | | 30.78 |
| | | | | | Total Displayed | : | 30.78 |
| ***** PRIME SERVE FOOD DISTR INC | | | | | | | |
| 303086 | 01/18/02 | 01/23/02 | 119.38 | SHERIFF & JAIL | PRISONER FOOD | | 119.38 |
| 303021 | 01/11/02 | 01/23/02 | 157.39 | SHERIFF & JAIL | PRISONER FOOD | | 157.89 |
| 303066 | 01/18/02 | 01/23/02 | 19.90 | SHERIFF & JAIL | PRISONER SUPPLIES | | 19.90 |
| | | | | | Total Displayed | : | 297.17 |
| ***** POLICE UNITS UNLIMITED | | | | | | | |
| XX | 01/18/02 | 01/18/02 | 137.00 | SHERIFF & JAIL | EQUIPMENT REPAIR & MAINT. | | 137.00 |
| XX | 01/18/02 | 01/18/02 | 8953.00 | NON-DEPARTMENTAL | CAPITAL | | 8953.00 |
| | | | | | Total Displayed | : | 9090.00 |
| ***** QUEST DIAGNOSTICS | | | | | | | |
| 26551010360 | 11/15/01 | 01/23/02 | 93.30 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | | 93.30 |

| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| | | | | | Total Displayed | : | 90.36 |
| ***** ROBERT'S CYCLE & SOUND | | | | | | | |
| 4358 | 01/16/02 | 01/23/02 | 45.00 | 1115 ** NOT ON FILE ** | OTHER | | 45.00 |
| | | | | | Total Displayed | : | 45.00 |
| ***** RAINS FAMILY HEALTHCARE | | | | | | | |
| JOHNSON | 11/02/01 | 01/23/02 | 50.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 50.00 |
| HOGUE | 11/20/01 | 01/23/02 | 50.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 50.00 |
| MILES | 11/19/91 | 01/23/02 | 17.00 | SHERIFF & JAIL | SEMINAR EXPENSE | | 17.00 |
| BURTON | 11/30/01 | 01/23/02 | 35.00 | SHERIFF & JAIL | SEMINAR EXPENSE | | 35.00 |
| 022797-02 | 12/11/01 | 01/23/02 | 41.46 | INDIGENT HEALTH CARE | PRISONER HEALTH CARE | | 41.46 |
| | | | | | Total Displayed | : | 193.46 |
| ***** RAINS HARDWARE | | | | | | | |
| 17822 | 12/05/01 | 01/23/02 | 93.56 | PUBLIC LIBRARY | BUILDING MAINT | | 93.56 |
| 18258 | 12/20/01 | 01/23/02 | 81.67 | MAINTENANCE | BLDG. MAINT | | 81.67 |
| 18242 | 12/19/01 | 01/23/02 | 12.45 | MAINTENANCE | BLDG. MAINT | | 12.45 |
| | | | | | Total Displayed | : | 187.68 |
| ***** RUSSELL ROSS | | | | | | | |
| B&B BLDG | 01/18/02 | 01/18/02 | 2325.00 | NON-DEPARTMENTAL | B&B BUILDING | | 2325.00 |
| | | | | | Total Displayed | : | 2325.00 |
| ***** STATE COMPTROLLER | | | | | | | |
| TRIAL FEES | 01/11/02 | 01/11/02 | 9161.76 | NON-DEPARTMENTAL | TRIAL FEES TO STATE | | 9161.76 |
| | | | | | Total Displayed | : | 9161.76 |
| ***** SMITH CO PUBLIC HEALTH DIST | | | | | | | |
| 000244IN | 12/31/01 | 01/23/02 | 116.25 | SHERIFF & JAIL | SEMINAR EXPENSE | | 116.25 |
| | | | | | Total Displayed | : | 116.25 |
| ***** SYSCO FOOD SERVICES, INC | | | | | | | |
| 201100187 | 01/10/02 | 01/23/02 | 177.05 | SHERIFF & JAIL | PRISONER FOOD | | 177.05 |
| 201170962 | 01/17/02 | 01/23/02 | 239.65 | SHERIFF & JAIL | PRISONER FOOD | | 239.65 |
| 201100187 | 01/10/02 | 01/23/02 | 26.04 | SHERIFF & JAIL | PRISONER SUPPLIES | | 26.04 |
| | | | | | Total Displayed | : | 442.74 |
| ***** SULPHUR SPRINGS HYD & MACH SHOP | | | | | | | |
| 3940 | 12/19/01 | 01/23/02 | 277.65 | UNIT ROAD & BRIDGE | EQUIPMENT MAINT. | | 277.65 |
| | | | | | Total Displayed | : | 277.65 |
| ***** TEXAS-NEW MEXICO POWER CO | | | | | | | |
| PCT 4 | 01/09/02 | 01/23/02 | 132.55 | UNIT ROAD & BRIDGE | ELECTRIC | | 132.55 |
| | | | | | Total Displayed | : | 132.55 |
| ***** TYLER ASPHALT & GRAVEL CO | | | | | | | |
| 10004073 | 01/08/01 | 01/23/02 | 616.34 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 616.34 |
| 10004119 | 01/09/02 | 01/23/02 | 608.18 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 608.18 |
| 10004155 | 01/10/02 | 01/23/02 | 617.10 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 617.10 |
| 10004277 | 01/16/02 | 01/23/02 | 587.52 | UNIT ROAD & BRIDGE | ROAD MATERIAL | | 587.52 |
| | | | | | Total Displayed | : | 2429.14 |
| ***** TEXAS ASSOCIATION OF COUNTIES | | | | | | | |
| XX | 01/14/02 | 01/14/02 | 79044.00 | NON-DEPARTMENTAL | INSURANCE | | 79044.00 |
| 1900/19211 | 12/19/01 | 01/23/02 | 935.00 | NON-DEPARTMENTAL | DUES | | 935.00 |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | Pay $ |
|---|---|---|---|---|---|---|
| XX | 01/09/02 | 01/23/02 | 377.00 | NON-DEPARTMENTAL | INSURANCE | 377.00 |
| | | | | | Total Displayed = | 80356.00 |
| ***** TEXAS CO & DIST RETIREMENT SYS | | | | | | |
| RETIREMENT | 01/22/02 | 01/22/02 | 11864.19 | GENERAL FUND | PAYROLL RETIREMENT PAYABLE | 11003.88 |
| | | | | UNIT ROAD & BRIDGE | PAYROLL RETIREMENT PAYABLE | 280.00 |
| | | | | NON-DEPARTMENTAL | RETIREMENT | 565.91 |
| | | | | UNIT ROAD & BRIDGE | RETIREMENT | 14.40 |
| | | | | | Total Displayed = | 11864.19 |
| ***** THE COMPUTER MAN | | | | | | |
| 20010273 | 01/10/02 | 01/23/02 | 179.95 | COUNTY ATTORNEY | EQUIPMENT MAINT | 179.95 |
| | | | | | Total Displayed = | 179.95 |
| ***** TEXAS ENGINEERING EXT SVC | | | | | | |
| XX | 01/11/02 | 01/11/02 | 150.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | 150.00 |
| | | | | | Total Displayed = | 150.00 |
| ***** TOWN PLACE SUITES | | | | | | |
| WALLACE | 01/11/02 | 01/11/02 | 302.84 | COUNTY & DIST. CLERK | SEMINAR EXPENSE | 302.84 |
| | | | | | Total Displayed = | 302.84 |
| ***** TYLER RADIOLOGY ASSOCIATES | | | | | | |
| 25876970 | 11/08/01 | 01/23/02 | 172.66 | INDIGENT HEALTH CARE | INDIGENT HEALTH EXPENSE | 172.66 |
| | | | | | Total Displayed = | 172.66 |
| ***** THE WELDING STORE | | | | | | |
| 10013219 | 12/06/01 | 01/23/02 | 13.74 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | 13.74 |
| | | | | | Total Displayed = | 13.74 |
| ***** TXU GAS | | | | | | |
| AGENT | 01/07/02 | 01/23/02 | 49.52 | NON-DEPARTMENTAL | GAS | 49.52 |
| CTHSE | 01/07/02 | 01/23/02 | 13.07 | NON-DEPARTMENTAL | GAS | 13.07 |
| JAIL | 01/07/02 | 01/23/02 | 271.75 | SHERIFF & JAIL | GAS | 271.75 |
| | | | | | Total Displayed = | 334.34 |
| ***** U S POST OFFICE | | | | | | |
| POSTAGE | 01/15/02 | 01/15/02 | 12.75 | NON-DEPARTMENTAL | POSTAGE & BOX RENT | 12.75 |
| | | | | | Total Displayed = | 12.75 |
| ***** VERIZON | | | | | | |
| SHERIFF | 12/19/01 | 01/23/02 | 60.54 | SHERIFF & JAIL | TELEPHONE | 60.54 |
| SHERIFF | 12/19/01 | 01/23/02 | 427.01 | SHERIFF & JAIL | TELEPHONE | 427.01 |
| P&WL | 01/01/02 | 01/23/02 | 56.54 | PARKS & WILDLIFE | TELEPHONE | 56.54 |
| VET OFF | 01/01/02 | 01/23/02 | 44.65 | NON-DEPARTMENTAL | VETERAN AFFAIRS OFFICER | 44.65 |
| DPS | 01/04/02 | 01/23/02 | 56.54 | DEPT. OF PUBLIC SAFETY | TELEPHONE | 56.54 |
| | | | | | Total Displayed = | 645.28 |
| ***** VISION BENEFITS OF AMERICA | | | | | | |
| HEALTH INS | 01/14/02 | 01/14/02 | 217.90 | NON-DEPARTMENTAL | HEALTH INSURANCE | 168.10 |
| | | | | UNIT ROAD & BRIDGE | HEALTH INSURANCE | 4.10 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 25.20 |
| | | | | GENERAL FUND | PAYROLL INSURANCE PAYABLE | 20.50 |
| | | | | | Total Displayed = | 217.90 |
| ***** WAL MART BUSINESS | | | | | | |

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| Invoice | INV-Date | DUE-Date | INV $ | Department | Line Item | | Pay $ |
|---|---|---|---|---|---|---|---|
| 7439 | 12/27/01 | 01/23/02 | 56.84 | UNIT ROAD & BRIDGE | TOOLS & SUPPLIES | | 56.84 |
| | | | | | Total Displayed | : | 56.84 |
| ***** WASTE MGMT OF PARIS HAULING | | | | | | | |
| 3019803942 | 01/01/02 | 01/23/02 | 385.00 | NON-DEPARTMENTAL | EMERGENCY RESERVE | | 385.00 |
| | | | | | Total Displayed | : | 385.00 |
| ***** WEST PUBLISHING CO | | | | | | | |
| 800902377 | 12/30/01 | 01/23/02 | 149.00 | LAW LIBRARY FUND | LAW LIBRARY | | 149.00 |
| 800904856 | 12/30/01 | 01/23/02 | 50.50 | LAW LIBRARY FUND | LAW LIBRARY | | 50.50 |
| 800902800 | 12/30/01 | 01/23/02 | 50.50 | SHERIFF & JAIL | OFFICE SUPPLIES | | 50.50 |
| | | | | | Total Displayed | : | 250.00 |

Grand Total of Displayed $ 193646.74

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| FUND | DESCRIPTION | TOTAL |
|---|---|---|
| 002 | GENERAL FUND | 188824.12 |
| 007 | LAW ENFORCEMENT TRAINING | 20.00 |
| 010 | UNIT ROAD & BRIDGE | 4494.56 |
| 034 | PUBLIC LIBRARY | 93.56 |
| 038 | LAW LIBRARY FUND | 214.50 |
| TOTAL ALL FUNDS: | | 193646.74 |

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# COUNTY OF RAINS

100 Quitman Street
P.O. Box 158
Emory, Texas 75440

Tel: (903) 473-2555
Fax: (903) 473-4298
Email: rains.co.judge@globeco.net

January 23, 2002
Expense Report Date

SUBJECT: Payment of County Invoices/Warrants

All bills (invoices/warrants)have been reviewed and are approved with the exception of the following:

| INVOICE/WARRANT | INITIALS |
|---|---|
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Signed this 23rd of January 20 02

Virgil McEnturff, Comm., Pct. 1

Evelyn Malone, Comm., Pct. 2

Gary Bishop, Comm., Pct. 3

Rayford Briggs, Comm., Pct. 4

Robert M. Sisk, County Judge

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# BIAS BASED PROFILING POLICY

Sample guide developed for Texas Sheriff's Offices

## I. PURPOSE

The purpose of the policy is to reaffirm the Rains Sheriff's Office commitment to unbiased law enforcement in all its encounters between a deputy and any person; to reinforce procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion; and to protect our deputies from unwarranted accusations of misconduct when they act within the dictates of Sheriff's Office policy and the law.

## II. POLICY

It is the policy of this Office to provide law enforcement service in a pro-active manner and, to aggressively investigate suspected violations of law. Deputies shall actively enforce state and federal laws in a responsible and professional manner, without regard to race, ethnicity or national origin. Deputies are **strictly prohibited** from engaging in racial profiling as defined in this policy. This policy shall be applicable to all persons, whether drivers, passengers or pedestrians.

Deputies shall conduct themselves in a dignified and respectful manner at all times when dealing with the public. Two of the fundamental rights guaranteed by both the United States and Texas constitutions are equal protection under the law and freedom from unreasonable searches and seizures by government agents. The right of all persons to be treated equally and to be free from unreasonable searches and seizures must be respected. Racial profiling is an unacceptable patrol tactic and will not be condoned.

This policy shall not preclude deputies from offering assistance, such as upon observing a substance leaking from a vehicle, a flat tire, or someone who appears to be ill, lost or confused. Nor does this policy prohibit stopping someone suspected of a crime based upon observed actions and/or information received about the person.

***Commentary:*** *This policy section meets the requirements of* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.132 subsection (b)(1) *of the statute by strictly prohibiting racial profiling and clearly states that the act of racial profiling will not be condoned. At the same time it clarifies that a deputy is not precluded from using race or ethnicity in acting on personally observed or reported criminal behavior.*

***NOTE:*** *Any law enforcement agency interested in being accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA) is required to expand the bias groups to include race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group or any other identifiable groups.*

III. DEFINITIONS

Racial Profiling – A law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants or other citizen contacts.

The prohibition against racial profiling does not preclude the use of race, ethnicity or national origin as factors in a detention decision. Race, ethnicity or national origin may be legitimate factors in a detention decision when used as part of an actual description of a specific suspect for whom a deputy is searching. Detaining an individual and conducting an inquiry into that person's activities simply because of that individual's race, ethnicity or national origin is racial profiling. Examples of racial profiling include but are not limited to the following:

1. Citing a driver who is speeding in a stream of traffic where most other drivers are speeding because of the cited driver's race, ethnicity or national origin.

2. Detaining the driver of a vehicle based on the determination that a person of that race, ethnicity or national origin is unlikely to own or possess that specific make or model of vehicle.

3. Detaining an individual based upon the determination that a person of that race, ethnicity or national origin does not belong in a specific part of town or a specific place.

A Sheriff's Office can derive at two principles from the adoption of this definition of racial profiling:

1. Deputies may not use racial or ethnic stereotypes as factors in selecting whom to stop and search, while deputies may use race in conjunction with other known factors of the suspect.

2. Deputies may not use racial or ethnic stereotypes as factors in selecting whom to stop and search. Racial profiling is not relevant as it pertains to witnesses, complainants or other citizen contacts.

Race or Ethnicity – Of a particular decent, including Caucasian, African, Hispanic, Asian, or Native American.

Pedestrian Stop – An interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

Traffic Stop – A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic.

***Commentary:*** *This policy section meets the requirements of* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.132 subsection (b)(2) *of the statute to clearly define acts constituting racial profiling by giving a definition and examples of the prohibited acts.*

## IV. TRAINING

Deputies are responsible to adhere to all Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) training requirements as mandated by law.

All deputies shall complete a TCLEOSE training and education program on racial profiling not later than the second anniversary of the date the deputy is licensed under Chapter 1701 of the Texas Occupations Code or the date the deputy applies for an intermediate proficiency certificate, whichever date is earlier. A person who on September 1, 2001, held a TCLEOSE intermediate proficiency certificate, or who had held a peace officer license issued by TCLEOSE for at least two years, shall complete a TCLEOSE training and education program on racial profiling not later than September 1, 2003.

***Commentary:*** *The statute has specific training requirements for elected and appointed chiefs of police with no mention of sheriffs. Consequently, all sheriffs will have the same training requirement as listed above.*

## V. COMPLAINT INVESTIGATION

1. The Sheriff's Office will accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such a complaint.

2. Any employee who receives an allegation of racial profiling, including the deputy who initiated the stop, shall record the person's name, address and telephone number, and forward the complaint through the appropriate channel or direct the individual(s). Any employee contacted shall provide to that person a copy of a complaint form or the Sheriff's Office process for filing a complaint. All employees will report any allegation of racial profiling to their superior before the end of their shift.

3. Investigation of a complaint shall be conducted in a thorough and timely manner. All complaints will be acknowledged in writing to the initiator who will receive disposition regarding said complaint within a reasonable period of time. The investigation shall be reduced to writing

and any reviewer's comments or conclusions shall be filed with the sheriff. When applicable, findings and/or suggestions for disciplinary action, retraining, or changes in policy shall be filed with the sheriff.

4. If a racial profiling complaint is sustained against a deputy, it will result in appropriate corrective and/or disciplinary action, up to and including termination.

5. If there is a Sheriff's Office video or audio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this Office into the complaint and written request of the deputy made the subject of the complaint, this Office shall promptly provide a copy of the recording to that deputy.

***Commentary:*** *This policy section meets the requirements of* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.132 subsection (b)(3) & (b) (5) *of the statute for the implementation of a process for filing complaints alleging a deputy having engaged in racial profiling and requiring appropriate corrective action for a violation of the policy.*

## VI. PUBLIC EDUCATION

This Office will inform the public of its policy against racial profiling and the complaint process. Methods that may be utilized to inform the public are the news media, radio, service or civic presentations, the Internet, as well as governing board meetings. Additionally, information will be made available as appropriate in languages other than English.

***Commentary:*** *This policy section meets the requirements of* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.132 subsection (b)(4) *of the statute for providing public education relating to the complaint process. NOTE: At LEMIT's website* http://www.shsu.edu/~lemit/ *you will find suggestions for press releases and a brochure explaining the complaint process.*

## VII. CITATION DATA COLLECTION & REPORTING **(effective January 1st, 2002)**

A deputy is required to collect information relating to traffic stops in which a citation is issued. On the citation deputies must include:

1. the violators race or ethnicity;
2. whether a search was conducted;
3. was the search consensual; and
4. arrest for this cited violation or any other violation.
5. _____ DEPUTY OBSERVED _____WITNESS REPORTED

***Commentary:*** *While it is not required by the statute, I suggest that a 5th category be added to this list;* DEPUTY OBSERVED *behavior or* WITNESS REPORTED *behavior. I believe that it will become important for us to be able to distinguish those stops that were initiated as a result of reported information from an independent witness or complainant.*

By March of each year, the Sheriff's Office shall submit a report to the Rains County Commissioner's Court that includes the information gathered from the citations. The report will include:

1. a breakdown of citations by race or ethnicity;
2. number of citations that resulted in a search;
3. number of searches that were consensual; and
4. number of citations that resulted in custodial arrest for this cited violation or any other violation.

Not later than March 1st of each year, the Sheriff's Office shall submit a report to the Rains County Commissioner's Court containing this information from the preceding calendar year.

***Commentary:*** *This policy section meets the requirements of* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.132 subsection (b)(6)& (b)(7) *of the statute for the collection of information relating to traffic stops in which a citation is issued and to arrests resulting from those traffic stops and for the annual reporting of that information.*

*NOTE: The Texas Commission on Law Enforcement Standards and Education is mandated by the statute to establish an education and training program on racial profiling. TCLEOSE is also charged with the responsibility of developing Guidelines for Compiling and Reporting Data under Senate Bill 1074. The final guidelines are anticipated to be complete and approved during the December, 2001 Commission meeting. These should be posted on the TCLEOSE web site after approval* http://www.tcleose.state.tx.us

VIII. COLLECTION AND REPORTING INFORMATION GATHERED FROM TRAFFIC AND PEDESTRIAN STOPS **(effective January 1st, 2003)**

A deputy who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense, shall record and report the following information:

1. A physical description of each person detained as a result of the stop, including:
    a) The person's gender;
    b) The person's race or ethnicity, as stated by the person or as determined by the deputy to the best of his/her ability.

2. The street address or approximate location of the stop. The suspected offense or the traffic law or ordinance alleged to have been violated.

3. Whether the deputy conducted a search as a result of the stop and, if so, whether the person detained consented to the search.

4. Whether probable cause to search existed and, if so, the fact(s) supporting the existence of that probable cause.

5. Whether any contraband was discovered in the course of the search and, if so, the type of contraband discovered.

6. Whether the deputy made an arrest as a result of the stop and/or search, and, if so, a statement of the offense charged.

7. Whether the deputy issued a warning or a citation as a result of the stop and, if so, a statement of the offense charged.

This Office shall compile and analyze the information contained in these individual reports. Not later than March 1st of each year, this Office shall submit a report to Rains County Commissioner's Court containing the information compiled from the preceding calendar year in a manner they approve. This report will include:

1. A comparative analysis of the information contained in the individual reports in order to:
    a) Determine the prevalence of racial profiling by deputies in this Office; and
    b) Examine the disposition of traffic and pedestrian stops made by this Office's deputies, including searches resulting from stops.

2. Information relating to each complaint filed with this Office alleging racial profiling.

This report will not include identifying information about a deputy who makes a stop or about an individual who is stopped or arrested by a deputy.

***Commentary:*** *This policy section meets the requirements* Texas Code of Criminal Procedure Section 1, Chapter 2, Article. 2.133 (b) (1-8). *Unless otherwise exempt, the compiling of this data begins on January 1st, 2003 with the first annual report due on March 1st, 2004.*

EXEMPTION TO SECTION VIII.

If each law enforcement motor vehicle regularly used by a deputy employed by the Sheriff's Office to make traffic stops is equipped with video camera and transmitter activated equipment and each law enforcement motorcycle regularly used to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and each traffic and pedestrian stop made by a deputy employed by the Sheriff's Office that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment, then the Sheriff's Office is exempt from the compiling and reporting requirement detailed in Section VIII.

Also, upon certification to the Texas Department of Public Safety, not later than the date specified by rule by the department, by the Rains County Commissioner's Court in conjunction with this Sheriff's Office that this Office needs funds or video and audio equipment for the purpose of installing video and audio equipment in each vehicle as described above and this Office does not receive from the state funds or video or audio equipment sufficient, as determined by the department, for this Office to accomplish that purpose, then the Sheriff's Office is exempt from the reporting requirement detailed in Section VIII.

***Commentary:*** *Sheriff's Offices having video & audio equipment in every patrol vehicle and audio equipment on every motorcycle will be exempt from the data compiling and reporting detailed in this section. Also, as I interpret the statute, if your county does not have the resources to equip each vehicle with the equipment, then your Office and the commissioner's court can submit certification of that fact to the Department of Public Safety. If no funds or equipment are available from the State, then the Comptroller's Office will issue an exemption to the Sheriff's Office from data compiling and reporting required in this section. If neither of these exemptions apply, then this data must be compiled beginning January 1st, 2003 and the first annual report is due on March 1st, 2004.*

IX. USE OF VIDEO AND AUDIO EQUIPMENT

Each motor vehicle regularly used by this Office to make traffic and pedestrian stops is equipped with a video camera and transmitter-activated equipment, and each motorcycle regularly used by

this Office to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and each traffic and pedestrian stop made by a deputy of this Office that is capable of being recorded by video and audio, or audio, as appropriate, is recorded.

This Office shall retain the video and audiotapes, or the audiotape of each traffic and pedestrian stop for at least ninety (90) days after the date of the stop. If a complaint is filed with this Office alleging that one of our deputies has engaged in racial profiling with respect to a traffic or pedestrian stop, this Office shall retain the video and audiotapes, or the audiotape of the stop until final disposition of the complaint.

Supervisors will ensure deputies of this Office are recording their traffic and pedestrian stops. A recording of each deputy will be reviewed at least once every ninety (90) days.

If the equipment used to record audio and/or video of traffic or pedestrian stops is malfunctioning or otherwise not operable, the deputy making the stop must properly record and report the information as required in Section VIII.

*Commentary: It is obvious that legislative intent in this statute is to encourage the use of video and audio equipment by law enforcement. If you intend for your Office to be exempt from the data compiling and reporting required in Section VIII of this policy through the use of electronic equipment, then this equipment must be installed and operational before January 1st, 2003.*

*Each Office will need to develop specific procedures for:*
*- ticketing form & compilation of data;*
*- video tape rotation, monitoring and collection for safekeeping;*
*- collection, security, tracking and submission for video tapes with evidence of crime; and*
*- collection of information relevant to criminal cases from reported contacts.*

*NOTE: Proposition #8 passed in the election on November 6th, tied to the Proposition is $18.5 million funding for video and audio equipment to be used by Texas law enforcement agencies to comply with SB 1074. The Texas Department of Public Safety is charged with the responsibility of developing a application process for agencies that need assistance with the acquisition of the equipment. DPS advises that they will notify each law enforcement agency in Texas when the rules and application are available on their website. As of this writing that information is not posted, DPS web site is* http://www.txdps.state.tx.us .

**Disclaimer:** This model policy is intended as a guide. It should be reviewed by any Sheriff who intends to adopt the policy prior to modification and implementation. LEMIT suggests in their guide that it should be reviewed by legal counsel prior to implementation in any specific community.