GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
SPECIAL MEETING
AGENDA

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Mark Henry	Darrell Apffel	Joe Giusti	Hank Dugie	Robin Armstrong, MD
County Judge	Commissioner, Precinct 1	Commissioner, Precinct 2	Commissioner, Precinct 3	Commissioner, Precinct 4

Tuesday, September 2, 2025 **9:30 AM** **Galveston County Courthouse**

SPECIAL MEETING

CONSENT AGENDA: ALL ITEMS MARKED WITH A SINGLE ASTERISK (*) ARE PART OF THE CONSENT AGENDA AND REQUIRE NO DELIBERATION BY THE COMMISSIONERS COURT. ANY COMMISSIONERS COURT MEMBER MAY REMOVE AN ITEM FROM THIS AGENDA TO BE CONSIDERED SEPARATELY.

In accordance with the provisions of the Americans with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall, within three (3) days prior to any proceeding contact the County Judge's office at 722 Moody, Galveston, Texas 77550 (409) 766-2244.

Call to Order

Invocation and Pledge of Allegiance

Public Comment

Consent Agenda

Submitted by the Auditor's Office:

***1.** Quarterly audit report for the Justice of the Peace, Precinct 1 for period of 4/1/2025 - 6/30/2025

***2.** Quarterly audit report for the Justice of the Peace, Precinct 2 for period of 4/1/2025 - 6/30/2025

***3.** Quarterly audit report for the Justice of the Peace, Precinct 3 for period of 4/1/2025 - 6/30/2025

***4.** Quarterly audit report for the Justice of the Peace, Precinct 4 for period of 4/1/2025 - 6/30/2025

***5.** Receive and file the restitution checklist from Odyssey submitted by Personal Bond/Collections

***6.** Receive and file Summary of Biweekly Personnel Movements pay period #17, July 31 - August 13, 2025, submitted by Human Resources

***7.** Receive and file approved FY2026 Juvenile Justice Department Budget as approved by the Juvenile Board submitted by Juvenile Justice

***8.** Receive file FY2025 Sheriff Commissary Budget (Fund 2240) submitted by Sheriff's Office

***9.** Consideration of authorizing the contact information for the Unemployment Fund with the Texas Association of Counties, submitted by Human Resources

***10.** Consideration of approval of LULAC 151 request for Dia de Los Muertos Fall Fiesta event on Saturday, October 25, 2025 on the grounds of 722 Moody Avenue, Galveston submitted by the County Judge

***11.** Consideration of approval of granting a reduction of a permit fee (Facility Permitting Policy, Section 5.1.2 and 5.1.3) for the Bayside Lions Club, for use of Bayshore Park for their second annual "Family Kite Fest" Saturday, October 11, 2025 and dates TBD in 2026 & 2027, presented by the Parks & Cultural Services Department

***12.** Consideration of authorization for the County Judge to sign contract for election services between Dickinson Independent School District and the Galveston County Election Division submitted by the County Clerk

***13.** Consideration of authorization for the County Judge to sign contract for election services between Galveston County Water Control Improvement District #12 and the Galveston County Elections Division submitted by the County Clerk

***14.** Consideration of authorization for the County Judge to sign contract for election services between Hitchcock Independent School District and the Galveston County Election Division submitted by the County Clerk

***15.** Consideration of authorization for the County Judge to sign contract for election services between Santa Fe Independent School District and the Galveston County Election Division submitted by the County Clerk

***16.** Consideration of accepting the proposed exterior plaque for the Mental Health Wellness Center submitted by Facilities

***17.** Consideration of authorizing the County Judge to sign the water and wastewater capacity application for the City of La Marque for the new Mental Health Wellness Center at 1207 Oak St., La Marque, TX, as submitted by Facilities

***18.** Consideration of approval of SecureCRT maintenance renewal with SHI Govt Solutions submitted by Information Technology

***19.** Consideration for authorization to extend the contract for RFP #B232025, Indigent Burial Services submitted by the Interim Purchasing Agent

***20.** Consideration for authorization to extend the contract for ITB #B242001, Asphalt Pavement Surface Rejuvenator submitted by the Interim Purchasing Agent

***21.** Consideration for authorization to extend the contract for RFQ #B212037, Auditing and Related Services submitted by the Interim Purchasing Agent

***22.** Consideration for authorization to re-solicit for vacuum services for Road & Bridge Department submitted by the Interim Purchasing Agent

***23.** Consideration for authorization to re-solicit for Hot Mix Asphalt submitted by the Interim Purchasing Agent

***24.** Consideration of authorization to dispose of salvage or surplus property submitted by the Interim Purchasing Agent

***25.** Consideration of amending section 6.6 Procurement Categories Dependent on Anticipated Price of the Purchasing Policy submitted by the Interim Purchasing Agent

***26.** Consideration of authorization to trade in to Mustang Caterpillar the existing grappler attachment to acquire a properly matched replacement unit, submitted by the Purchasing Agent on behalf of Galveston County Road & Bridge.

***27.** Consideration of authorizing the County Judge to execute change order no. 2 to Craig & Heidt, Inc. contract for the Texas City Hurricane Levee Roadway Rehabilitation project submitted by the County Engineer

***28.** Consideration of approval of an interlocal agreement to partially fund improvements to city streets within the city limits of Kemah, Texas submitted by Engineering

***29.** Consideration of approval of Interlocal Agreement to Partially Fund Improvements to City Streets within the City Limits of Hitchcock, Texas submitted by Engineering

***30.** Request for waiver or refund of penalty and interest due to clerical errors as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

***31.** Request for waiver or refund of penalty and interest due to clerical errors by the USPS as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

***32.** Request for ratification of denial of request for waiver or refund of penalty and interest as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

***33.** Consideration of approval of a renewal contract between Galveston County, the Galveston County Children's Services Board and the Advocacy Center for investigating child abuse/neglect requested by Professional Services

***34.** Receive and file grant adjustment for the FY 2025 Operation Lone Star grant from the Office of the Governor's Homeland Security Division to add program equipment as submitted by Professional Services

* Consideration of approval of the following budget amendments submitted by Professional Services:

***35.** 25-169-0902-A
Sheriff's Office - Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments

***36.** 25-170-0902-B
Facilities- Request transfer from General Fund - Budgeted Reserves to Facilities Services - Repair and Maintenance - Buildings to fund new flooring in the former Treasury office

***37.** 25-171-0902-C
Information Technology- Request transfer from within Information Technology - Various line items to other Various line items to fund outstanding contracts & mobile phone expenses

***38.** 25-172-0902-D
Contract Services- Request transfer from General Fund - Budgeted Reserves to Contract Services - Contract Services - Medical Examiner to fund the expenses for the remainder of FY25

***39.** 25-173-0902-E
Juvenile Justice- Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring

***40.** 25-174-0902-F
Juvenile Justice- Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring

Action Agenda

Professional Services

41. Public hearing on the proposed FY2026 County Budget

42. Adoption of the FY2026 County Budget

43. Adoption of the 2025 Tax Levy

Adjourn

Appearances before Commissioners Court

A speaker whose subject matter as submitted relates to an identifiable item of business on this agenda will be requested by the County Judge or other presiding court members to come to the podium where they will be limited to three minutes (3). A speaker whose subject matter as submitted does not relate to an identifiable item of business on this agenda will be limited to three minutes (3) and will be allowed to speak before the meeting is adjourned. Please arrive prior to the meeting and sign in with the County Clerk.

Executive Sessions

The Galveston County Commissioners Court may recess into closed meeting (Executive Session) on any item listed on this agenda if the Executive Session is authorized under the Open Meetings Act pursuant to one or more the following exceptions: Tex. Gov't Code §§ 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding a prospective gift or donation), 551.074 (personnel matters), 551.0745 (personnel matters affecting County advisory body), 551.076 (deliberation regarding security devices or security audits), and/or 551.087 (deliberations regarding economic development negotiations). The Presiding Officer of the Commissioners Court shall announce the basis for the Executive Session prior to recessing into Executive Session. However, the Commissioners Court may only enter into the Executive Session on any agenda item for which a separate Executive Session has not been separately posted if, prior to conducting the Executive Session, a majority of the Commissioners Court votes to go into Executive Session. This motion requirement does not apply to any agenda item that has been previously noticed to constitute or include an Executive Session.

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GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*1.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Quarterly audit report for the Justice of the Peace, Precinct 1 for period of 4/1/2025 - 6/30/2025

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/21/25 4:30 pm

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

September 2, 2025

Honorable Mark A. Henry, County Judge
Members of the Commissioners Court
722 Moody Avenue
Galveston, Texas 77550

Honorable Mark A. Henry and Members of the Court:

Attached for your review and to be received and filed is the Quarterly Audit Report for the Justice of the Peace, Precinct 1 (Bacliff and Texas City locations). The audit covers the period from April 2025 through June 2025.

If you have any questions regarding the report, please do not hesitate to contact my office.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

cc: Honorable Gregory Rikard

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 1

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

August 8, 2025

Honorable Gregory Rikard
Justice of the Peace, Precinct 1
4500 10th Street
Bacliff, Texas 77518

Honorable Judge Rikard:

The Galveston County Auditor's Office has examined the collections and monthly reports submitted by Justice of the Peace, Precinct 1 (Bacliff and Texas City locations) for the months of April through June 2025. The scope of this review was limited to records submitted to our office by your precinct. The objectives were to verify that all funds collected were properly accounted for and deposited with the County Clerk Treasury, and that monthly reports were submitted timely.

Collected Funds

Your office collects various fees each month to be deposited with the County Clerk Treasury. According to Local Government Code §113.022 and Code of Criminal Procedure §103.004, all collections must be deposited on or before the next business day, but no later than the fifth business day after receipt. County Cash Handling Policy further requires that all payments, including partial and overpayments, be recorded in the Odyssey system, and credit card payments be entered as soon as notification is received.

Your office complied with statutory and county requirements. All funds were properly receipted and deposited with the County Clerk Treasury in full and on time.

Private Collection Fees

Per the County's contract with Perdue, Brandon, Fielder, Collins & Mott, the County must pay all fees earned by the firm by the 20th of each month. County policy requires Justice of the Peace offices to submit purchase requests by the 5th day of the following month, and to provide supporting documentation to Accounts Payable once a purchase order (PO) is issued. Offices are also responsible for monitoring PO status to ensure timely payment.

Your office is in compliance with the contract terms and county policy.

Parks and Wildlife Fees

Under Parks and Wildlife Code §31.128, 85% of applicable fines must be remitted to the Texas Parks and Wildlife Department. County policy mirrors the same timeline and procedural requirements as those for private collections.

Your office is in compliance with both statutory and county requirements.

OMNI Fees

Transportation Code §706.006 requires a $10 reimbursement fee for each citation reported to DPS for failure to appear. Of this amount, $6 must be remitted to OmniBase Services of Texas by the last day of the month following the close of the calendar quarter. County policy again requires a purchase request by the 5th of the following month, and complete documentation for payment processing.

Your office is in compliance with applicable law and policy.

Bond Bank Reconciliations

Accurate and timely bank reconciliations are essential to sound cash management. Local Government Code §114.043 and §115.002 authorize the County Auditor to require and examine these reports. County policy mandates submission of reconciliations for bond accounts, with complete supporting documentation, by the 5th of the following month (no later than the 15th).

Your office is in full compliance with legal and policy requirements.

This report will be submitted to Commissioners Court on September 2, 2025. If you have any questions or comments regarding the report, please contact Lori McWhirter, Internal Audit Manager, at (409) 770-5356.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*2.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Quarterly audit report for the Justice of the Peace, Precinct 2 for period of 4/1/2025 - 6/30/2025

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 11:55 am

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

September 2, 2025

Honorable Mark A. Henry, County Judge
Members of the Commissioners Court
722 Moody Avenue
Galveston, Texas 77550

Honorable Judge Henry and Members of the Court:

Attached for your review and to be received and filed is the Quarterly Audit Report for Justice of the Peace, Precinct 2 (Galveston and Santa Fe locations). The audit covers the period from April 2025 through June 2025.

If you have any questions regarding the report, please do not hesitate to contact my office.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

cc: Honorable Blake Apffel

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 2

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

August 8, 2025

Honorable Blake Apffel
Justice of the Peace, Precinct 2
1922 Sealy
Galveston, Texas 77550

Honorable Judge Apffel:

The Galveston County Auditor's Office has examined the collections and monthly reports submitted by Justice of the Peace, Precinct 2 (Galveston and Santa Fe locations) for the months of April through June 2025. The scope of this review was limited to records submitted to our office by your precinct. The objectives were to verify that all funds collected were properly accounted for and deposited with the County Clerk Treasury, and that monthly reports were submitted timely.

Collected Funds

Your office collects various fees each month to be deposited with the County Clerk Treasury. According to Local Government Code §113.022 and Code of Criminal Procedure §103.004, all collections must be deposited on or before the next business day, but no later than the fifth business day after receipt. County Cash Handling Policy further requires that all payments, including partial and overpayments, be recorded in the Odyssey system, and credit card payments be entered as soon as notification is received.

Your office complied with statutory and county requirements. All funds were properly receipted and deposited with the County Clerk Treasury in full and on time.

Private Collection Fees

Per the County's contract with Perdue, Brandon, Fielder, Collins & Mott, the County must pay all fees earned by the firm by the 20th of each month. County policy requires Justice of the Peace offices to submit purchase requests by the 5th day of the following month, and to provide supporting documentation to Accounts Payable once a purchase order (PO) is issued. Offices are also responsible for monitoring PO status to ensure timely payment.

Your office is in compliance with the contract terms and county policy.

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Your office is in compliance with both statutory and county requirements.

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Your office is in full compliance with legal and policy requirements.

This report will be submitted to Commissioners Court on September 2, 2025. If you have any questions or comments regarding the report, please contact Lori McWhirter, Internal Audit Manager, at (409) 770-5356.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*3.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Quarterly audit report for the Justice of the Peace, Precinct 3 for period of 4/1/2025 - 6/30/2025

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 11:57 am

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

September 2, 2025

Honorable Mark A. Henry, County Judge
Members of the Commissioners Court
722 Moody Avenue
Galveston, Texas 77550

Honorable Mark A. Henry and Members of the Court:

Attached for your review and to be received and filed is the Quarterly Audit Report for the Justice of the Peace, Precinct 3 (Galveston, La Marque and Crystal Beach locations). The audit covers the period from April 2025 through June 2025.

If you have any questions regarding the report, please do not hesitate to contact my office.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

cc: Honorable Billy A. Williams Jr.

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 3

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

August 8, 2025

Honorable Billy A. Williams Jr.
Justice of the Peace, Precinct 3
600 59th Street
Galveston, Texas 77551

Honorable Judge Williams:

The Galveston County Auditor's Office has examined the collections and monthly reports submitted by Justice of the Peace, Precinct 3 (Galveston, La Marque, and Crystal Beach locations) for the months of April through June 2025. The scope of this review was limited to records submitted to our office by your precinct. The objectives were to verify that all funds collected were properly accounted for and deposited with the County Clerk Treasury, and that monthly reports were submitted timely.

Collected Funds

Your office collects various fees each month to be deposited with the County Clerk Treasury. According to Local Government Code §113.022 and Code of Criminal Procedure §103.004, all collections must be deposited on or before the next business day, but no later than the fifth business day after receipt. County Cash Handling Policy further requires that all payments, including partial and overpayments, be recorded in the Odyssey system, and credit card payments be entered as soon as notification is received.

Your office complied with statutory and county requirements. All funds were properly receipted and deposited with the County Clerk Treasury in full and on time.

Private Collection Fees

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Parks and Wildlife Fees

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Your office is in compliance with both statutory and county requirements.

OMNI Fees

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Your office is in compliance with applicable law and policy.

Bond Bank Reconciliations

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Your office is in full compliance with legal and policy requirements.

This report will be submitted to Commissioners Court on September 2, 2025. If you have any questions or comments regarding the report, please contact Lori McWhirter, Internal Audit Manager, at (409) 770-5356.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*4.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Quarterly audit report for the Justice of the Peace, Precinct 4 for period of 4/1/2025 - 6/30/2025

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 11:58 am

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

September 2, 2025

Honorable Mark A. Henry, County Judge
Members of the Commissioners Court
722 Moody Avenue
Galveston, Texas 77550

Honorable Mark A. Henry and Members of the Court:

Attached for your review and to be received and filed is the Quarterly Audit Report for the Justice of the Peace, Precinct 4. The audit covers the period from April 2025 through June 2025.

If you have any questions regarding the report, please do not hesitate to contact my office.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

cc: Honorable Kathleen McCumber

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 4

GALVESTON COUNTY

Office of the County Auditor

Sergio Cruz
County Auditor

Christie, Motogbe, CPA
First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553 **(409) 770-5300** **722 Moody Ave, 4th Floor, Galveston, TX 77550**

August 8, 2025

Honorable Kathleen McCumber
Justice of the Peace, Precinct 4
174 Calder Road, Suite 111
League City, Texas 77573

Honorable Judge McCumber:

The Galveston County Auditor's Office has examined the collections and monthly reports submitted by Justice of the Peace, Precinct 4 for the months of April through June 2025. The scope of this review was limited to records submitted to our office by your precinct. The objectives were to verify that all funds collected were properly accounted for and deposited with the County Clerk Treasury, and that monthly reports were submitted timely.

Collected Funds

Your office collects various fees each month to be deposited with the County Clerk Treasury. According to Local Government Code §113.022 and Code of Criminal Procedure §103.004, all collections must be deposited on or before the next business day, but no later than the fifth business day after receipt. County Cash Handling Policy further requires that all payments, including partial and overpayments, be recorded in the Odyssey system, and credit card payments be entered as soon as notification is received.

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OMNI Fees

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Bond Bank Reconciliations

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Your office is in full compliance with legal and policy requirements.

This report will be submitted to Commissioners Court on September 2, 2025. If you have any questions or comments regarding the report, please contact Lori McWhirter, Internal Audit Manager, at (409) 770-5356.

Respectfully,

Sergio Cruz

Sergio Cruz
County Auditor

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*5.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Receive and file the restitution checklist from Odyssey submitted by Personal Bond/Collections

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/19/25 11:03 am

Payment Printing Run Ad Hoc Payment - Odyssey - 08/11/2025 05:52 AM
Settlement Run SR-0000205
Payment Group Ad Hoc Payment(Check) for Prosperity-Court Collections Odyssey 9911
Ad Hoc Payment - Odyssey - 08/11/2025 05:52 AM.pdf
Status Completed

Process Information

Name of Submitter Annaya Nigrelle
Actual Start Date and Time 08/11/2025 07:52 AM
100%
Total Processing Time (hour:min:sec)
00:00:13
Response Message
Integration Completed.

Payments

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: ALECIA HAYNES - 08/06/2025	08/06/2025	313197	25.00	USD	ALECIA HAYNES
Ad Hoc Payment: Alicia Gaye Burrell - 08/06/2025	08/06/2025	313198	100.00	USD	Alicia Gaye Burrell
Ad Hoc Payment: Bharat N. Patel - 08/06/2025	08/06/2025	313199	100.00	USD	Bharat N. Patel
Ad Hoc Payment: Bruce Howard Nelson - 08/06/2025	08/06/2025	313200	100.00	USD	Bruce Howard Nelson
Ad Hoc Payment: CNA INSURANCE C/O JOHN STANKOVICH, NIELSE, ZEHE& ANTAS, P.C - 08/06/2025	08/06/2025	313201	2,108.88	USD	CNA INSURANCE C/O JOHN STANKOVICH, NIELSE, ZEHE& ANTAS, P.C
Ad Hoc Payment: CYNTHIA LYNN FLETCHER - 08/06/2025	08/06/2025	313202	26.25	USD	CYNTHIA LYNN FLETCHER
Ad Hoc Payment: Emeterio Ocampo Gonzalez - 08/04/2025	08/04/2025	313203	500.00	USD	Emeterio Ocampo Gonzalez
Ad Hoc Payment: GALVESTON LIFEGUARDING ASSOCIATION - 08/06/2025	08/06/2025	313204	600.00	USD	GALVESTON LIFEGUARDING ASSOCIATION
Ad Hoc Payment: GARLAND CLARK - 08/06/2025	08/06/2025	313205	1,594.00	USD	GARLAND CLARK
Ad Hoc Payment: Giles Wesley Bartle - 08/06/2025	08/06/2025	313206	83.00	USD	Giles Wesley Bartle
Ad Hoc Payment: Jeffrey Scott Wilton - 08/06/2025	08/06/2025	313207	300.00	USD	Jeffrey Scott Wilton
Ad Hoc Payment: JEFFREY SMITH - 08/06/2025	08/06/2025	313208	620.50	USD	JEFFREY SMITH
Ad Hoc Payment: John Charles Boridy - 08/06/2025	08/06/2025	313209	100.00	USD	John Charles Boridy
Ad Hoc Payment: John Freeman Jr - 08/06/2025	08/06/2025	313210	100.00	USD	John Freeman Jr
Ad Hoc Payment: Kitten Leopold - 08/06/2025	08/06/2025	313211	840.00	USD	Kitten Leopold
Ad Hoc Payment: LUNDIE DANIEL - 08/06/2025	08/06/2025	313212	200.00	USD	LUNDIE DANIEL
Ad Hoc Payment: Martin Steven Littleton, Jr. - 08/06/2025	08/06/2025	313213	105.00	USD	Martin Steven Littleton, Jr.
Ad Hoc Payment: MOAREFTI HOUSHYAR - 08/06/2025	08/06/2025	313214	420.12	USD	MOAREFTI HOUSHYAR

Payment	Payment Date	Check Number	Payment Amount	Currency	Payee
Ad Hoc Payment: RANDY KOPLIN - 08/06/2025	08/06/2025	313215	160.00	USD	RANDY KOPLIN
Ad Hoc Payment: SANDRA & GABRIEL PITA - 08/06/2025	08/06/2025	313216	800.00	USD	SANDRA & GABRIEL PITA
Ad Hoc Payment: Shirley Guidry - 08/06/2025	08/06/2025	313217	60.00	USD	Shirley Guidry
Ad Hoc Payment: SONIA HERNANDEZ - 08/06/2025	08/06/2025	313218	300.00	USD	SONIA HERNANDEZ
Ad Hoc Payment: Tabitha Williams - 08/06/2025	08/06/2025	313219	1,000.00	USD	Tabitha Williams
Ad Hoc Payment: Texas Department of Public Safety - 08/06/2025	08/06/2025	313220	100.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Texas Department of Public Safety - 08/06/2025	08/06/2025	313221	25.00	USD	Texas Department of Public Safety
Ad Hoc Payment: Thelma Rice - 08/06/2025	08/06/2025	313222	400.00	USD	Thelma Rice
Ad Hoc Payment: TREY INDUSTRIAL INC. - 08/06/2025	08/06/2025	313223	130.00	USD	TREY INDUSTRIAL INC.

Positive Pay Files

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Positive Pay File for Prosperity-Court Collections Odyssey 9911 on 08/11/2025, 5:52 AM	27	10,897.75	USD	Payment Printing Event	Payment Printing Event	Step Completed	08/11/2025 07:52:01 AM	08/12/2025	Annaya Nigrelle	1	
				Payment Printing Event	Approval by Settlement Specialist	Approved	08/11/2025 07:52:58 AM		Susie Smith (Settlement Specialist)	1	
				Payment Printing Event	Integration: INT023 Prosperity Bank Payroll Positive Pay with Voids Outbound	Not Required		08/12/2025		0	
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Integration Process Event (INT030 Prosperity Bank Financials Positive Pay with Voids Outbound (TOP LEVEL))	Automatic Complete	08/11/2025 07:52:58 AM			0	

Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency	Process History							
				Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
				Integration Process: INT030 Prosperity Bank Financials Positive Pay with Voids Outbound	Service: Fire Integration	Step Completed	08/11/2025 07:53:10 AM		Workday Service	1	ISU_INT030: Integration Completed.
				Integration Process: Document Delivery	Integration Process Event (Document Delivery (TOP LEVEL))	Automatic Complete	08/11/2025 07:53:10 AM			0	
				Integration Process: Document Delivery	Service: Fire Integration	Step Completed	08/11/2025 07:53:13 AM		Workday Service	1	ISU_INT030: Delivered 1 document(s).

Payment Group Ad Hoc Payment(Check) for Prosperity-Court Collections Odyssey 9911
Settlement Run SR-0000207
Organization The County of Galveston
Currency USD
Group Payment Date 08/15/2025
Payment Category Ad Hoc Payment
Bank Account Prosperity-Court Collections Odyssey 9911
Payment Type Check

Payments

Payment	Status	Payee	Payment Category	Payment Type	Payment Date	Handling Code	Payment Memo	Prenote Status	Transaction Reference	Payment Amount	Payment Currency	Bank Amount	Bank Currency
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		24-CR-3657		313245	30.00	USD	30.00	USD
Ad Hoc Payment: JACQUELINE ZHANE NELSON - 08/13/2025	Complete	JACQUELINE ZHANE NELSON	Ad Hoc Payment	Check	08/13/2025		23-CR-1204		313231	100.00	USD	100.00	USD
Ad Hoc Payment: ANGELINA GALINDO - 08/13/2025	Complete	ANGELINA GALINDO	Ad Hoc Payment	Check	08/13/2025		22-CR-2790		313224	120.00	USD	120.00	USD
Ad Hoc Payment: Ashley Archer - 08/13/2025	Complete	Ashley Archer	Ad Hoc Payment	Check	08/13/2025		MD-0420500		313225	50.00	USD	50.00	USD
Ad Hoc Payment: EDWARD JANEK SR. - 08/13/2025	Complete	EDWARD JANEK SR.	Ad Hoc Payment	Check	08/13/2025		20-CR-1820		313228	1,000.00	USD	1,000.00	USD
Ad Hoc Payment: JCPENNY - 08/13/2025	Complete	JCPENNY	Ad Hoc Payment	Check	08/13/2025		20-CR-0296		313232	103.47	USD	103.47	USD
Ad Hoc Payment: Bruce Howard Nelson - 08/13/2025	Complete	Bruce Howard Nelson	Ad Hoc Payment	Check	08/13/2025		21-CR-3065		313227	100.00	USD	100.00	USD
Ad Hoc Payment: MONTAUK ENERGY HOLDING, LLC - 08/13/2025	Complete	MONTAUK ENERGY HOLDING, LLC	Ad Hoc Payment	Check	08/13/2025		22-CR-0587		313238	500.00	USD	500.00	USD
Ad Hoc Payment: Martin Steven Littleton, Jr. - 08/13/2025	Complete	Martin Steven Littleton, Jr.	Ad Hoc Payment	Check	08/13/2025		19-CR-2008		313237	7,876.91	USD	7,876.91	USD
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		22-CR-2393		313244	40.00	USD	40.00	USD

Payment	Status	Payee	Payment Category	Payment Type	Payment Date	Handling Code	Payment Memo	Prenote Status	Transaction Reference	Payment Amount	Payment Currency	Bank Amount	Bank Currency
Ad Hoc Payment: LACY ANN SMITH - 08/13/2025	Complete	LACY ANN SMITH	Ad Hoc Payment	Check	08/13/2025		MD-0423618		313235	153.00	USD	153.00	USD
Ad Hoc Payment: HEALTH AND HUMAN SERVICES - 08/13/2025	Complete	HEALTH AND HUMAN SERVICES	Ad Hoc Payment	Check	08/13/2025		11-CR-1187		313229	4.00	USD	4.00	USD
Ad Hoc Payment: La Delicia Michoacana - 08/13/2025	Complete	La Delicia Michoacana	Ad Hoc Payment	Check	08/13/2025		MD-0423313		313236	222.00	USD	222.00	USD
Ad Hoc Payment: KALEB APFFEL - 08/13/2025	Complete	KALEB APFFEL	Ad Hoc Payment	Check	08/13/2025		22-CR-1353		313233	775.00	USD	775.00	USD
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		24-CR-1787		313243	15.00	USD	15.00	USD
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		23-CR-3223		313242	25.00	USD	25.00	USD
Ad Hoc Payment: Kristen Lovett - 08/13/2025	Complete	Kristen Lovett	Ad Hoc Payment	Check	08/13/2025		24-CR-3317		313234	105.00	USD	105.00	USD
Ad Hoc Payment: Brayan Cardenas - 08/13/2025	Complete	Brayan Cardenas	Ad Hoc Payment	Check	08/13/2025		24-CR-3318		313226	105.00	USD	105.00	USD
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		19-CR-1008		313241	25.00	USD	25.00	USD
Ad Hoc Payment: HHSC-OFFICE OF INSPECTOR GENERAL - 08/13/2025	Complete	HHSC-OFFICE OF INSPECTOR GENERAL	Ad Hoc Payment	Check	08/13/2025		24-CR-3176		313230	137.00	USD	137.00	USD
Ad Hoc Payment: Texas Department of Public Safety - 08/13/2025	Complete	Texas Department of Public Safety	Ad Hoc Payment	Check	08/13/2025		19-CR-2527		313240	180.00	USD	180.00	USD
Ad Hoc Payment: NATION UNION FIRE INS. CO. OF PITTSBURG, PA. - 08/13/2025	Complete	NATION UNION FIRE INS. CO. OF PITTSBURG, PA.	Ad Hoc Payment	Check	08/13/2025		23-CR-0185		313239	1,320.00	USD	1,320.00	USD

Payment Printing Information

Payment Printing Run	Count	Payment Amount Total	Account Currency	Printed Date	PDF File	Positive Pay Files			
						Positive Pay File	Positive Pay File Payment Count	Amount Total	Account Currency
Ad Hoc Payment - Odyssey - 08/15/2025 10:38 AM	22	12,986.38	USD	08/15/2025 12:38:50 PM	Ad Hoc Payment - Odyssey - 08/15/2025 10:38 AM.pdf	Positive Pay File for Prosperity-Court Collections Odyssey 9911 on 08/15/2025, 10:38 AM	22	12,986.38	USD

Process History

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Print Checks Task	Print Checks Task	Step Completed	08/15/2025 12:37:21 PM	08/16/2025	Susie Smith	1	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Not Required		08/16/2025		0	
Print Checks Task	Print Checks	Step Completed	08/15/2025 12:38:51 PM	08/15/2025	Annaya Nigrelle	1	
Print Checks Task	Service: Remittance	Step Completed	08/15/2025 12:38:51 PM	08/16/2025	Workday Service	1	

Related Business Processes History

Business Process	Status
Positive Pay File: Prosperity-Court Collections Odyssey 9911 on 08/15/2025 for $12,986.38	Successfully Completed

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*6.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Receive and file Summary of Biweekly Personnel Movements pay period #17, July 31 - August 13, 2025, submitted by Human Resources

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/20/25 11:13 am

Biweekly Movement for New Hires PP#17 - 07/31/2025 - 08/13/2025

Division Name	Employee	Hire Date	Job Profile	Salary	Reason
Jacob Manuel	Bennett Thomas	7/31/2025	Deputy Sheriff V	$73,645.00	Appointment
Steven Barajaz	Diego Reyes	8/7/2025	Deputy Sheriff V	$73,645.00	Appointment
Krystal Arellano	Ever Reyes	7/31/2025	Deputy Sheriff I	$58,195.00	Appointment
Michael Lentz	James Ferguson Jr	7/31/2025	Beach Sticker Ambassador	$24,554.59	Appointment
Mark Garcia	John Jackson	7/31/2025	Facilities Painter	$41,596.00	Appointment
Krystal Arellano	John Lovejoy	7/31/2025	Deputy Sheriff I	$58,195.00	Appointment
Tristan Belk	Kandyce Flynn	7/31/2025	Customer Service Representative I	$34,222.00	Appointment
Wendi Fragoso	Kimberly Fox	7/31/2025	Voter Registration Specialist	$41,839.51	Appointment
Alytha Green	Nicholas Stone	7/31/2025	Deputy District Clerk	$34,222.00	Appointment
Jacob Manuel	Richard Valdivia	7/31/2025	Deputy Sheriff V	$73,645.00	Appointment
Steven Barajaz	Salvador Chapa	8/7/2025	Deputy Sheriff V	$73,645.00	Appointment
Steven Barajaz	Sandra Valdivia	7/31/2025	Deputy Sheriff I	$58,195.00	Appointment
Josue Cruz	Sullyann Carpio	7/31/2025	Deputy Sheriff I	$58,195.00	Appointment
Krystal Arellano	Timothy Reynolds	7/31/2025	Deputy - Part Time	$30/hour worked	Appointment

Biweekly Movement for Personnel Changes PP#17 - 07/31/2025 - 08/13/2025

Division Name	Employee	Transfer Date	Job Profile	Salary	Reason
Adult Probation	Carlos Escobar	7/31/2025	Probation Officer	$56,079.80	Transfer
Professional Services	Christian Monterrubio	8/4/2025	Deputy Chief Financial Officer	$119,083.00	Promotion
Sheriff's Office	Christopher Ham	8/4/2025	Sergeant Sheriff	$89,095.00	Promotion
Sheriff's Office	Daniel Sheppard	7/31/2025	Deputy Sheriff V	$73,645.00	Transfer
Professional Services	Diana Huallpa Trevino	8/4/2025	Chief Financial Officer	$155,000.00	Promotion
Sheriff's Office	Edward Reyes	8/4/2025	Investigator	$83,945.00	Promotion
Sheriff's Office	Henry Porretto	8/4/2025	Lieutenant Sheriff	$99,395.00	Promotion
Sheriff's Office	Jesus Romero	7/31/2025	Corrections Officer II	$58,125.00	Promotion
Professional Services	Karla Gutierrez	8/4/2025	Senior Financial Analyst	$71,144.00	Promotion
Sheriff's Office	Kassandra Dubose	7/31/2025	Sergeant Sheriff	$89,095.00	Promotion
Sheriff's Office	Kimberly Hathcock	7/31/2025	Deputy Sheriff I	$58,195.00	Promotion
County Clerk	Lindsay Castro	7/31/2025	Senior Deputy County Clerk	$39,616.00	Promotion
Sheriff's Office	Rachel Amaro	7/31/2025	Corporal	$83,945.00	Promotion
Professional Services	Rodolfo Gomez	8/4/2025	Finance Manager	$87,120.00	Promotion
County Clerk	Savanha Cerda	7/31/2025	Senior Court Clerk Coordinator	$50,561.00	Promotion
Adult Probation	Tomi West	7/31/2025	Administrative Supervisor	$70,000.00	Promotion
Sheriff's Office	Travis Hall	8/4/2025	Captain Sheriff	$109,695.00	Promotion
Sheriff's Office	Zachary Williams	7/31/2025	Deputy Sheriff II	$63,345.00	Promotion

Biweekly Movement for Terminations PP#17 - 07/31/2025 - 08/13/2025

Division Name	Employee	Termination Date	Job Profile	Salary	Reason
Sheriff's Office	Alina Matlock	8/6/2025	Warrant Clerk	$40,696.95	Retirement
AgriLife	Ashley Rios	7/31/2025	Administrative Assistant I	$37,729.00	Voluntary
Juvenile Justice	Aspen Smith	8/1/2025	Central Control Operator	$51,570.00	Voluntary
Mental Health Court	Charlotte Jones	8/12/2025	Specialty Court Coordinator	$94,900.00	Involuntary
Commissioner Pct. 1	Kristin Elliott	8/4/2025	Policy and Constituent Advisor	$54,129.92	Voluntary
Fleet	Mathew McCain	8/1/2025	Mechanic I	$39,616.00	Voluntary
Adult Probation	Philip Silva	7/31/2025	Probation Officer	$64,058.22	Retirement
Auditor's Office	Robert Dague	8/8/2025	Accountant II	$52,282.80	Voluntary
Sheriff's Office	Savanah Crawford	8/8/2025	Corrections Officer II	$58,125.00	Voluntary
Sheriff's Office	Shawn Broussard	8/11/2025	Deputy - Part Time	$30/hour worked	Voluntary
Emergency Management	Spencer Lewis	8/1/2025	Communications Director	$71,770.40	Voluntary
District Attorney	Tara Tzitzon	8/11/2025	Chief Assistant District Attorney	$115,350.90	Voluntary

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*7.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Receive and file approved FY2026 Juvenile Justice Department Budget as approved by the Juvenile Board submitted by Juvenile Justice

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 10:59 am

JUVENILE JUSTICE DEPARTMENT

County of Galveston
(PROBATION and DETENTION SERVICES)

To: Commissioners Court

From: Glen R. Watson, Director
Betsaida Lopez, Financial Analyst

Date: August 21, 2025

Subject: FY2026 Budget Request

The FY2026 approved budget for the Juvenile Justice Department totals $10,061,470. We anticipate $2,736,092 in revenues with State Grant awards accounting for $2,726,592. Our requested transfer amount from the general fund is $7,325,378. Our requested FY2026 County budget transfer is an increase of 2.347% from our FY2025 budget request of $7,157,342.

The Juvenile Justice Department's FY2026 budget includes the following inputs, considerations, and changes:

- State Aid Grant award increased by $64,361.
- Salary Adjustment Grant increased by $92,747.11.
    - Includes 20% for increased costs of fringe benefits.
- Includes funding for retention pay, applied to our least competitive positions.
- Educational cost estimates increased by $28,050.51 from $527,064.15 to $555,144.66.
- There are no requests for Extraordinary Supplies in our FY2026 budget.

The department's FY2026 budget does include multiple cost allocation changes. Salary, fringe and overtime budgets from six different divisions have been consolidated into one department division in an effort to reduce Workday induced payroll errors that require manual corrections.

As always, we have done everything possible to contain cost while maintaining the highest level of services for the kids and community we serve.

Thank you for your ongoing support of the Juvenile Justice Department!

Respectfully Submitted,

Glen R. Watson
Director

Prepared by:

Betsaida Lopez
Financial Analyst

MAIN OFFICE
6101 Attwater Avenue
Texas City, Texas 77590
(409) 770-5900
FAX (409) 770-5978

JERRY J. ESMOND JUVENILE JUSTICE CENTER
Glen R. Watson, Director
MAILING ADDRESS
6101 Attwater Avenue
Dickinson, Texas 77539

GALVESTON OFFICE
722 Moody, Suite 108
Galveston, Texas 77550
(409) 766-2426
FAX (409) 765-2618

We hereby certify that the foregoing is a true and fair estimate of the necessary expenses of the JUVENILE JUSTICE DEPARTMENT for fiscal year 2026 for the purposes therein specified.

Dated this the 21nd day of August 2025.

KERRI FOLEY, County Court No. 2, Chairperson

LONNIE COX, 56th District Court

JACK EWING, County Court No. 3

EMILY A. FISHER, 306th Judicial District Court

JOHN GRADY, County Court No. 1

PATRICIA GRADY, 212th District Court

MARK HENRY, County Judge

JETH JONES, 122nd District Court

KATHLEEN MCCUMBER, Justice of the Peace, Precint 4

REBECCA MILLO, 10th District Court

JARED ROBINSON, 405th District Court

BILLY A. WILLIAMS, Justice of Peace, Precinct 3

GLEN R. WATSON, Chief

(SIGNATURE AND TITLE OF OFFICERS)

Juvenile Justice

Mission Statement

To provide for the protection of the public while providing treatment, training, and rehabilitation that emphasizes accountability and responsibility for the child's conduct by both the parent and the child.

Description of Services

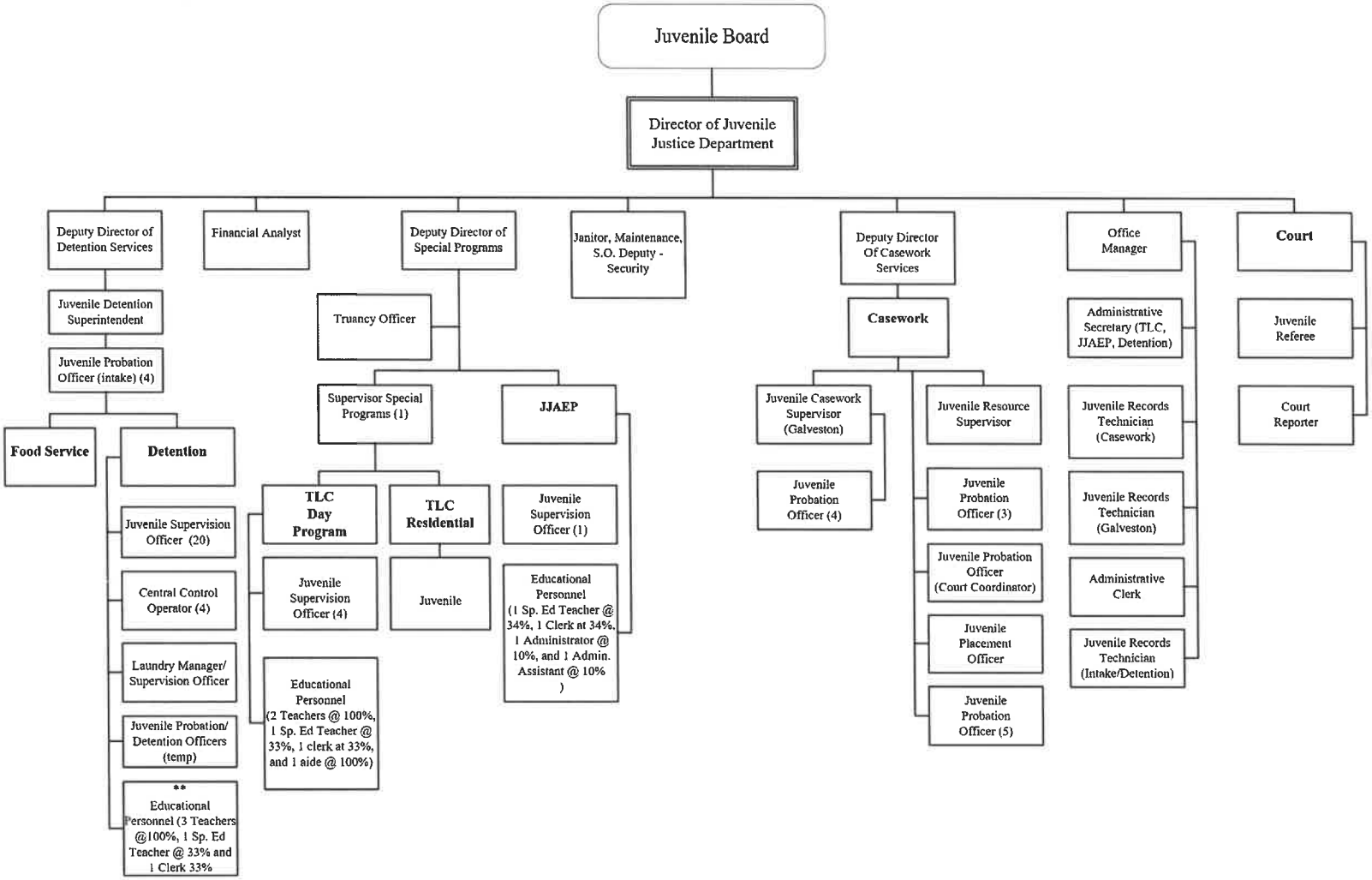
The Juvenile Justice Department has jurisdiction over juvenile offender's ages ten through sixteen. Juvenile Justice has several programs that play an integral role in striving to positively redirect youth. The Director and Administrative staff supervise and manage the operation of the Juvenile Justice Department in the provision of quality services for juvenile offenders. This includes management of the programs and services such as Casework, Detention, Juvenile Justice Alternative Education Program, Transforming Lives Cooperative Residential Program, contractual services, psychological services and also supervision of staff and all budgetary matters. The casework section provides court ordered probation supervision. The detention program is a 24-hour/365-day-a-year locked facility for juvenile offenders. The Alternative Education Program strives to continue the student's educational progress towards graduation. The Transforming Lives Cooperative Program strives to create an atmosphere that promotes: effective change in its participant's negative behaviors and outlook on the future; improved communication between program participants and their parent/ guardian; and the importance of law abiding behavior, self-discipline, respect, responsibility, character, and citizenship.

Goals and Objectives

The line items budgeted for Special Programs and Casework Services permit the department to fulfill the following goals and objectives related to juveniles assigned to the Juvenile Justice Alternative Education Program (JJAEP), Transforming Lives Cooperative Day Program, the Transforming Lives Cooperative Residential Programs and Probation Services. These programs employ evidence based practices for the provision of therapeutic services; best practices for the delivery of quality educational services; and behavior interventions and other therapeutic services

to effectively channel delinquent behavior into willing law abiding behavior, teach self-discipline, instill respect for authority and promote personal responsibility. Programs and services are budgeted in the most cost-effective way possible to deliver services necessary to elicit the change process among delinquent youth served by the department and satisfy statutory requirements for staff supervision and services codified in the Texas Administrative Code, Texas Family Code, Texas Education Code, and Federal Standards. The Juvenile Justice Department is an invaluable community resource entrusted with the health, safety and welfare of some of the most vulnerable and at-risk citizens living in our community.

Juvenile Justice



Lopez, Betsaida

From: Watson, Glen
Sent: Wednesday, August 6, 2025 11:04 AM
To: Lopez, Betsaida
Subject: FW: Confirmation - FY2026 Goals & Performance Measures Form

FYI: Submitted

From: Smartsheet Forms <forms@app.smartsheet.com>
Sent: Wednesday, August 6, 2025 11:02 AM
To: Watson, Glen <Glen.Watson@co.galveston.tx.us>
Subject: Confirmation - FY2026 Goals & Performance Measures Form

Thank you for submitting your entry. A copy is included below for your records.

FY2026 Goals & Performance Measures Form

Department Name	Juvenile Justice Department
Department Head	Glen Watson
Department Head Email	glen.watson@co.galveston.tx.us
Submitted By (Name)	Glen Watson
Submitted By (Email)	glen.watson@co.galveston.tx.us
Department Mission Statement	To provide for the protection of the public and public safety while providing treatment, training, and rehabilitation for children who have engaged in delinquent conduct with emphasis on accountability and responsibility for both the child and their parent or guardian.
Description of Departmental Services	The Juvenile Justice Department operates a juvenile detention center, juvenile court, post-adjudication secure correctional facility, probation supervision for juvenile offenders, and a day reporting program pursuant to Title 3 of the Texas Family Code. The Juvenile Justice Department also operates a Juvenile Justice Alternative Education Program (JJAEP) campus pursuant to Chapter 37.007 of the Texas Education Code. The department delivers a range of services through these programs including but not limited to: medical services; food services; education services; case management; counseling; telepsychiatry; psychological assessment; sex offender treatment; residential treatment; skills training;

	drug testing; as well as other services and technologies that promote treatment, training and rehabilitation.
Does your department have more than 1 division?	Yes
Division Name 1	Juvenile Detention
Division Description 1	Provides pre-adjudication secure correctional housing for juvenile offenders.
Add an additional Division	☑
Division Name 2	Probation
Division Description 2	Provides community supervision services pursuant to the applicable provision found in Title 3 of the Texas Family Code.
Add an additional Division (3)	☑
Division Name 3	Special Programs
Division Description 3	Operates a Juvenile Justice Alternative Education Program pursuant to the applicable provision of the Texas Education Code (e.g., Chapter 37.007), and a post-adjudication secure correctional facility for juvenile offenders.
Add an additional Division (*)	☐
Accomplishments in FY25	The Juvenile Justice Department provided services for over 900 delinquent youth and their families which effectuated protection of the public and public safety.
Department Goal #1 for FY2026	Provide for the protection of the public and public safety.
Strategy #1 for Department Goal #1	Maintain staffing necessary to effectively and efficiently serve every juvenile referred to the department, according to their needs.
Strategy #2 for Department Goal #1	Hire and train good people to become outstanding juvenile justice professionals.
Department Goal #2 for FY2026	Provide effective and efficient services for every juvenile offender referred to the Juvenile Justice Department and the Juvenile Court, according to their needs.
Strategy #1 for Department Goal #2	Hire and train good people to become outstanding juvenile justice professionals.

Strategy #2 for Department Goal #2	Maintain therapeutic resources, skills training, and department programs necessary to rehabilitate delinquent youth behavior.
Department Goal #3 for FY2026	Seek continuous improvement and innovation in the furtherance of the departments mission to protect and serve Galveston County residents.
Strategy #1 for Department Goal #3	Research and utilize evidence-based programs, practices, and trainings.
Strategy #2 for Department Goal #3	Utilize effective technologies to improve service delivery, efficiency, and safety.
Case Disposition Time	N/A
Compliance with JJ Standard and Regulations	Seek full compliance with local, state, and federal standards, statutes, and guidelines.
Other Performance Measure #1	N/A
Other Performance Measure #2	N/A
Additional Comments	

File Attachments

Organizational Chart.xlsx (77k)

Performance Measures FY2026.docx (15k)

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Budget History and Department Requested Budget (Revenue)

1202 Fund: ***Juvenile Probation Fund***
0000 Department: ***Revenues***
000020 Division: ***Revenues***

2023 Actual Revenue	2024 Actual Revenue	2025 Adopted Revenue	2025 Amended Revenue	Object	Description		2026 Base Revenue	2026 Adopted Revenue
			25 Grants					
1,490,684	1,960,321	1,960,321.00	1,960,321.00	2841	State Aid Grant		1,960,321.00	2,024,682.00
0	189,152	378,162	378,162	2841	State Aid Salary Adjustment Grant		378,162.39	470,909.50
157,294	117,648	75,000.00	75,000.00	2848	JJAEP Mandatory "P" Grant		75,000.00	75,000.00
0	67,500	67,500.00	67,500.00	2842	DSA Community Projects		67,500.00	67,500.00
0	8,731	9,443.00	9,443.00	2842	DSA Risk and Needs Assesment Grant		9,443.00	0.00
87,532	89,724	88,500.00	88,500.00	2850	National School Lunch Program		88,500.00	88,500.00
1,735,510	2,433,076	2,578,926	2,578,926			**Subtotals:**	**2,578,926**	**2,726,592**
			43 Intergovernmental Revenues					
27,287	10,933	12,000	1,173	4417010	Probation Supervisory Fees		12,000	5,000
27,287	10,933	12,000	1,173			**Subtotals:**	**12,000**	**5,000**
			44 Charges for Services					
0	0	0	0	4412017	Uniform Fees		0	0
0	0	0	0	4412024	Graffitti Fees		0	0
0	0	0	0			**Subtotals:**	**0**	**0**
			48 Other Revenue					
0	0	0	0	4801001	Miscellaneous Revenue		0	0
4,645	5,325	4,500	4,500	4811010	Program Interest Revenue		4,500	4,500
13,605	9,774	0	1,900	4300010	Reimbursements from Outside Placements		0	0

Budget History and Department Requested Budget (Revenue)

1202 Fund: ***Juvenile Probation Fund***
0000 Department: ***Revenues***
000020 Division: ***Revenues***

2023 Actual Revenue	2024 Actual Revenue	2025 Adopted Revenue	2025 Amended Revenue	Object	Description	2026 Base Revenue	2026 Adopted Revenue
18,250	15,099	4,500	6,400		**Subtotals:**	**4,500**	**4,500**
			49	***Other Financing Sources***			
5,431,032	5,690,038	7,145,909	7,157,342	4911101	Transfer from General Fund	7,148,414.00	7,325,378.04
0	0	0	0	5930000	Budgeted Reserves	0	0
0	0	0	0	3532001	Transfer from Juvenile Balance Fund	0	0
5,431,032	5,690,038	7,145,909	7,157,342		**Subtotals:**	**7,148,414**	**7,325,378**
7,212,079	8,149,146	9,741,335	9,743,840		**Total Department Budget:**	**9,743,840**	**10,061,470**
1,781,047	2,459,108	2,595,426	2,586,499		**Total Revenue:**	**2,595,426**	**2,736,092**
5,431,032	5,690,038	7,145,909	7,157,342		**Transfer from General Fund:**	**7,148,414**	**7,325,378**
	259,006	1,455,871	1,467,303		**General Fund Increase/Decrease:**	**(8,928)**	**168,037**

Expenditure Worksheet (Summation of all Department Funds)

0000 Fund: ***Juvenile Justice Department***
256100 Department: ***Juvenile Justice Department***
0000 Division: ***Juvenile Justice Department***

2023 Actual Expenditures	2024 Actual Expenditures	2025 Adopted Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			1202 ***County Funds***				
1,088,418	1,089,023	1,442,744	1,442,744	256100	Casework	1,442,744	5,692,332
486,965	616,489	555,294	555,294	256105	Administration	555,294	586,813
2,994,162	3,089,519	3,887,104	3,887,104	256118	Detention	3,887,104	597,446
464,685	448,236	664,227	664,227	256119	Post Program	664,227	43,800
191,018	198,119	219,473	221,978	256130	Court	221,978	210,786
141,696	169,839	287,084	287,084	256155	Juvenile Justice Alternative Education	287,084	89,275
109,625	113,578	115,926	115,926	256107	Transfer from Local to NSLP (2850 256107 4911202)	115,926	114,426
5,476,569	5,724,802	7,171,852	7,174,357		**Subtotals:**	**7,174,357**	**7,334,878**
			2841, 2842, 2848, 2850 ***Grants***				
1,490,684	1,960,321	1,960,321	1,960,321	256110/11	State Aid Grant	1,960,321	2,024,682
0	189,152	378,162	378,162	256135	Salary Adjustment Directed Grant	378,162	470,910
157,294	117,648	75,000	75,000	256158/57	Mandatory JJAEP "P" Grant	75,000	75,000
0	67,500	67,500	67,500	256131/32	DSA Community Projects	67,500	67,500
87,532	89,724	88,500	88,500	256107	National School Lunch Program (Revenue)	88,500	88,500
1,735,510	2,424,345	2,569,483	2,569,483		**Subtotals:**	**2,569,483**	**2,726,592**
7,212,079	8,149,146	9,741,335	9,743,840		**TOTALS:**	**9,743,840**	**10,061,470**

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256100 Division: **Juvenile Justice**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description		2026 Base Budget	2026 Requested Budget
			51 Personal Services					
424,253	366,139	471,142	471,142	5100000	Salaries		471,142	3,517,961
0	0	0	0	5120001	Seasonal Help		0	50,000
0	-822	0	0	5130000	Overtime		0	682,600
81,091	77,752	95,393	95,393	5151000	County Paid Health Insurance		95,393	176,250
6,265	6,328	7,182	7,182	5152102	Medicare F.I.C.A.		7,182	47,563
52,002	51,698	58,765	58,765	5153000	Pension TCDRS		58,765	352,644
33,645	31,758	60,499	60,499	5154000	Alternate Plan		60,499	109,057
0	0	0	0	5154111	Alternate Plan Non-Part Emp		0	1,804
659	666	1,784	1,784	5155000	Unemployment Compensation		1,784	2,814
0	0	10,800	10,800	5156000	Worker's Compensation		10,800	13,460
597,916	533,519	705,565	705,565			**Subtotals:**	705,565	4,954,153
			53 Supplies				***53***	
10,456	12,476	12,500	12,500	5310000	Administrative Supplies		12,500	12,500
1,507	1,475	1,600	1,600	5312100	Clothing		1,600	1,600
0	0	0	0	5312101	Uniforms		0	1,000
0	238	500	500	5316010	Medical Supplies		500	500
11,964	14,189	14,600	14,600			**Subtotals:**	14,600	15,600

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256100 Division: **Juvenile Justice**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
			54	***Other Services and Charges***		***54***	
14,975	43,450	37,500	37,500	5412098	Medical Examinations	37,500	37,500
7,454	10,000	10,000	10,000	5412101	Contract Medical Services	10,000	10,000
418,096	399,134	432,374	432,374	5436110	Juvenile Medical Care	432,374	432,374
33,392	65,081	237,705	237,705	5441101	Residential Placement	237,705	237,705
1,681	536	2,000	2,000	5496153	In-State Transport	2,000	2,000
2,938	1,993	3,000	3,000	5496301	Business Mileage Reimbursement	3,000	3,000
478,536	520,194	722,579	722,579		**Subtotals:**	722,579	722,579
1,088,414	**1,067,901**	**1,442,744**	**1,442,744**		**Fund Cost Center Total:**	**1,442,744**	**5,692,332**

Galveston County, Texas

Requested Budget

Fiscal Year 2026 Contracts

Object	Pri	Description/Comments	Begin Date	End Date	Vendor	Contract Type	New (Y/N) Contract # Qty	Unit Cost	Requested Budget
	1202	Fund Juvenile Justice							
	2561	Department: Juvenile Justice							
	256100	Division: Juvenile Justice							
5436110	00	Juvenile Medical Care Juvenile Sex Offender Services	10/1/2025	9/30/2026	061234 Family Service Center of Galveston	PROFESSIONAL SERVICES	N	1	162,585
5436110	00	Juvenile Medical Care Juvenile Individual and Group Counseling	10/1/2025	9/30/2026	061234 Family Service Center of Galveston	PROFESSIONAL SERVICES	N	1	87,672
5436110	00	Juvenile Medical Care Juvenile Mental Health Therapy	10/1/2025	9/30/2026	061234 Family Service Center of Galveston	PROFESSIONAL SERVICES	N	1	82,370
5436110	00	Juvenile Medical Care Juvenile Life Skills Training	10/1/2025	9/30/2026	713415 Walter Rowe	PROFESSIONAL SERVICES	N	1	6,500
5436110	00	Juvenile Medical Care	10/1/2025	9/30/2026	721365 Greater Houston Psychological Inst	PROFESSIONAL SERVICES	N	1	88,247
							Object: 5436110		
							New Total:		0
							Ongoing Total:		427,374
							Object Total:		427,374
							GRAND TOTAL NEW:		0
							GRAND TOTAL ONGOING:		427,374
							GRAND TOTAL:		427,374

POSITION	HIRE DATE	TITLE(NAME)	Grade	Current Salary	Plus % Merit	Total Salary	Bi-Weekly Amt	Local Funds	Hourly Rate	OT Rate	Monthly Rate	One-Time	Employee Type	Calendar Code	Tier Level	Exempt	IFAS Code
2561050004	11/17/2009	Admin Assistant II - Z. Castro, E07127	116	$58,121.71	$2,906.09	$61,027.80	$2,347.22	100%	$29.34029	$44.01043	$4,843.48	$0.00	FTBE	40 Hourly	2	No	JU05
2561050009	1/4/2024	Financial Analyst - B. Lopez, E100063	119	$63,264.51	$3,163.23	$66,427.74	$2,554.91	100%	$31.93641	$47.90462	$5,272.04	$0.00	FTBE	40 Hourly	4	No	JU05
2561000007	8/31/2023	Records Technician - K. Martorell, E01655	110	$40,782.00	$1,223.46	$42,005.46	$1,615.59	100%	$20.19493	$30.29240	$3,398.50	$0.00	FTBE	40 Hourly	4	No	JU00
2561000008	7/7/2022	Records Technician - K. Jones, E101112	110	$40,782.00	$1,223.46	$42,005.46	$1,615.59	100%	$20.19493	$30.29240	$3,398.50	$0.00	FTBE	40 Hourly	4	No	JU00
2561000010	1/30/2025	Records Technician - A. McDowell, E200059	110	$40,782.00	$1,223.46	$42,005.46	$1,615.59	100%	$20.19493	$30.29240	$3,398.50	$0.00	FTBE	40 Hourly	4	No	JU00
2561000012	4/11/2024	Juv Probation Officer - E. Martinez, E101664	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU00
2561000013	7/17/2025	Juv Probation Officer - K. McCallam, E101114	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU00
2561000014	6/24/2021	Juvenile Resource Supervision - R. Jones, E100728	318	$64,112.11	$3,205.61	$67,317.72	$2,589.14	100%	$32.36429	$48.54643	$5,342.68	$0.00	FTBE	40 Hourly	1	No	JU00
2561000016	4/25/2024	Juv Probation Officer - M. Sandoval, E101676	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU00
2561000019	12/2/2021	Casework Services Supervisor - T. Doyle, E100844	316	$59,718.90	$2,985.95	$62,704.85	$2,411.72	100%	$30.14656	$45.21984	$4,976.58	$0.00	FTBE	40 Hourly	1	No	JU00
2561000026	11/21/2024	Juv Probaton Officer - T. Bohannon, E101946	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU00
2561180006	7/22/2021	Administrative Assistant I - T. Bratton, E100754	112	$44,962.05	$1,348.86	$46,310.91	$1,781.19	100%	$22.26486	$33.39729	$3,746.84	$0.00	FTBE	40 Hourly	4	No	JU18
2561180011		Juv Intake Officer - Vacant	316	$58,753.05		$58,753.05	$2,259.73	100%	$28.24666	$42.36999	$4,896.09	$0.00	FTBE	40 Hourly	1	No	JU18
2561180021	10/18/2019	Juv Intake Officer - L. Miller, E100153	316	$58,753.05		$58,753.05	$2,259.73	100%	$28.24666	$42.36999	$4,896.09	$0.00	FTBE	40 Hourly	1	No	JU18
2561180022	11/25/2019	Juv Intake Officer - A. Payne, E100182	316	$58,753.05		$58,753.05	$2,259.73	100%	$28.24666	$42.36999	$4,896.09	$0.00	FTBE	40 Hourly	1	No	JU18
2561180024	11/12/2007	Juv Intake Officer - B. Gavion, E05994	316	$64,451.47		$64,451.47	$2,478.90	100%	$30.98628	$46.47943	$5,370.96	$0.00	FTBE	40 Hourly	1	No	JU18
2561180027	5/11/2023	Juv Supervision Officer - E. Jones, E101386	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180028	6/22/2023	Juv Supervision Officer - R. Boyd, E05993	313	$51,570.00	$1,547.10	$53,117.10	$2,042.97	100%	$25.53707	$38.30560	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180029	11/10/2022	Juv Supervision Officer - B. Walton, E101245	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180030	7/13/2017	Juv Supervision Officer - J. Fennell, E09624	313	$53,849.00		$53,849.00	$2,071.12	100%	$25.88894	$38.83341	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU18
2561180031	10/3/2019	Juv Supervision Officer - R. Thompson, E100150	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180032	6/6/2024	Juv Supervision Officer - D. Davis, E101702	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180033	11/27/2012	Juv Supervision Officer - A. Bozant, E08078	313	$53,849.00		$53,849.00	$2,071.12	100%	$25.88894	$38.83341	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU18
2561180035	4/14/2022	Juv Supervision Officer - J. Sweeney, E101020	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180037	2/8/2018	Juv Supervision Officer - L. Broussard, E09733	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180038	10/1/2015	Juv Supervision Officer - C. Chambers, E08901	313	$53,849.00	$1,615.47	$55,464.47	$2,133.25	100%	$26.66561	$39.99842	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU18
2561180039	1/5/2023	Juv Supervision Officer - J. Jackson, E101300	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180041	2/14/2002	Juv Supervision Officer - C. Hardy, E03455	313	$56,126.99	$1,683.81	$57,810.80	$2,223.49	100%	$27.79365	$41.69048	$4,677.25	$0.00	FTBE	40 Hourly	1	No	JU18
2561180043	3/31/2022	Juv Supervision Officer - C. Hutchinson, E100997	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180044	3/31/2022	Juv Supervision Officer - M. Lovings, E101000	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180045	5/12/2022	Juv Supervision Officer - D. Bryant, E101078	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180046	8/27/2012	Juv Supervision Officer - O. Clark, E07945	313	$53,849.00		$53,849.00	$2,071.12	100%	$25.88894	$38.83341	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU18
2561180047	6/29/2023	Juv Supervision Officer - D. Horton, E101418	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180048	2/2/2012	Central Control Operator - L. Walker, E07801	313	$56,127.00		$56,127.00	$2,158.73	100%	$26.98413	$40.47620	$4,677.25	$0.00	FTBE	40 Hourly	1	No	JU18
2561180049	9/26/2024	Juv Supervision Officer - L. Fomby, E101829	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180050	9/6/2018	Juv Supervision Officer - S. Arnold, E09632	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180051	1/17/2019	Juv Detention Superintendent - J. Miller, E100007	318	$67,219.05		$67,219.05	$2,585.35	100%	$32.31685	$48.47528	$5,601.59	$0.00	FTBE	40 Hourly	1	Yes	JU18
2561180053	3/26/2009	Central Control Operator - R. Evans, E06886	313	$56,126.99	$1,683.81	$57,810.80	$2,223.49	100%	$27.79365	$41.69048	$4,677.25	$0.00	FTBE	40 Hourly	1	No	JU18
2561180054		Central Control Operator - Vacant	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180055	6/25/2020	Central Control Operator - J. Mullins, E100373	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180056	11/4/2021	Juv Supervision Officer - J. Chapman, E100834	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU18
2561180058	8/6/2015	Laundry Manager - M. Williby, E08885	313	$53,849.00		$53,849.00	$2,071.12	100%	$25.88894	$38.83341	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU18
2561180500	7/17/2025	TEMP Juv Supervision Officer - R. Collazo, E200186	000						$24.79	$37.19	$0.00		PTSE	20 Hourly	1	No	NA
2561180501	-	TEMP Juv Supervision Officer - Vacant	000						$24.79	$37.19	$0.00		PTSE	20 Hourly	1	No	NA
2561180502	-	TEMP Juv Probation Officer - Vacant	000						$27.04	$40.56	$0.00		PTSE	20 Hourly	1	No	NA
2561180503	8/3/2023	TEMP Juv Probation Officer - A. Howard-Blow E000535	000						$27.04	$40.56	$0.00		PTSE	20 Hourly	1	No	NA
2561180504	-	TEMP Juv Supervision Officer - Vacant	000						$24.79	$37.19	$0.00		PTSE	20 Hourly	1	No	NA
2561180505	-	TEMP Juv Supervision Officer - Vacant	000						$24.79	$37.19	$0.00		PTSE	20 Hourly	1	No	NA
2561180506	-	TEMP Juv Supervision Officer - Vacant	000						$24.79	$37.19	$0.00		PTSE	20 Hourly	1	No	NA
2561190023	6/10/2021	Juv Supervision Officer - N. Williams, E100710	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU19
2561190034		Juv Supervision Officer - Vacant	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU19
2561190036	7/9/2015	Juv Supervision Officer - I. Ricks, E08830	313	$53,849.00		$53,849.00	$2,071.12	100%	$25.88894	$38.83341	$4,487.42	$0.00	FTBE	40 Hourly	1	No	JU19
2561190040	9/12/2024	Juv Supervision Officer - R. Dominguez, E101777	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU19
2561190042	7/17/2025	Juv Supervision Officer - B. Shives, E200179	313	$51,570.00		$51,570.00	$1,983.46	100%	$24.79327	$37.18990	$4,297.50	$0.00	FTBE	40 Hourly	1	No	JU19
2561190507	-	Temp Juv Supervision Officer	000						$24.79000	$37.18500	$0.00		PTSE	20 Hourly	1	No	
2561190508	-	Temp Juv Supervision Officer	000						$24.79000	$37.18500	$0.00		PTSE	20 Hourly	1	No	
2561190509	-	Temp Juv Supervision Officer	000						$24.79000	$37.18500	$0.00		PTSE	20 Hourly	1	No	
2561550068	5/19/2011	JJAEP Coordinator - W. Denefield, E07621	315	$61,414.64	$3,070.73	$64,485.37	$2,480.21	100%	$31.00258	$46.50387	$5,117.89	$0.00	FTBE	40 Hourly	1	No	JU55
2561550081	6/1/2020	Admin Assistant I - A. Freeman, E100365	112	$44,961.01	$1,348.83	$46,309.84	$1,781.15	100%	$22.26435	$33.39652	$3,746.75	$0.00	FTBE	40 Hourly	4	No	JU55
2561100415		Juv Probation Officer - Vacant	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100417	5/23/2024	Juv Probation Officer - R. Perez, E101687	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
2[illegible]418	3/27/2025	Juv Probation Officer - T. Dannelly, E200185	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11

2561100465	4/19/2012	Juv Supervision Officer - F. Robeison, E07841	313	$57,810.80		$57,810.80	$2,223.49	100%	$27.79365	$41.69048	$4,817.57	$0.00	FTBE	40 Hourly	3	No	JU10/11
2561100466	6/4/2007	Juv Supervision Officer - T. Pines, E05799	313	$57,810.80		$57,810.80	$2,223.49	100%	$27.79365	$41.69048	$4,817.57	$0.00	FTBE	40 Hourly	3	No	JU10/11
2561100467	11/26/2020	Supervisor - Special Programs - M. Kufeji, E07323	117	$62,397.45		$62,397.45	$2,399.90	100%	$29.99877	$44.99816	$5,199.79	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100470	4/29/2019	Juv Probation Officer - R. Stovall, E100058	315	$57,928.23		$57,928.23	$2,228.01	100%	$27.85011	$41.77517	$4,827.35	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100471	2/7/2013	Juv Probation Officer - H. Jannett, E08160	315	$60,190.11		$60,190.11	$2,315.00	100%	$28.93755	$43.40633	$5,015.84	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100472	5/11/2023	Juv Probation Officer - D. Barnes, E101385	315	$57,928.23		$57,928.23	$2,228.01	100%	$27.85011	$41.77517	$4,827.35	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100473	11/21/2024	Juv Probation Officer - L. Navarrete, E101948	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100474	11/4/2021	Resource Officer - R. Adams, E100828	315	$57,928.23		$57,928.23	$2,228.01	100%	$27.85011	$41.77517	$4,827.35	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100476	6/12/2008	Juv Supervision Officer - P. Azore, E06256	313	$57,810.80		$57,810.80	$2,223.49	100%	$27.79365	$41.69048	$4,817.57	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100477	8/14/2025	Juv Probation Officer - J. Ott, E200228	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100485	8/1/2024	Juv Probation Officer - S. Diaz, E101749	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
2561100486	3/27/2025	Juv Probation Officer - L. Calderon, E200097	315	$56,241.00		$56,241.00	$2,163.12	100%	$27.03894	$40.55841	$4,686.75	$0.00	FTBE	40 Hourly	1	No	JU10/11
		TOTALS		$3,489,731.23	$28,229.85	$3,517,961.08	$135,306.20		$1,943.73	$2,915.59	$290,810.94	$0.00					

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Total Salary:	$3,517,961.08
Plus One-Time Pay:	$0.00
Total Budget Amount:	**$3,517,961.08**

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256105 Division: **Juv Justice - Administration**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
				51 Personal Services			
336,745	333,408	357,093	357,093	5100000	Salaries	357,093	454,768
0	11,828	0	0	5112001	Vac/Sick Leave Payout	0	0
2,751	0	1,000	1,000	5130000	Overtime	1,000	0
38,160	33,978	47,699	47,699	5151000	County Paid Health Insurance	47,699	30,906
4,957	5,502	5,417	5,417	5152102	Medicare F.I.C.A.	5,417	5,269
41,152	44,848	44,332	44,332	5153000	Pension TCDRS	44,332	31,237
26,640	27,774	29,303	29,303	5154000	Atlernate Plan	29,303	14,475
539	580	1,306	1,306	5155000	Unemployment Compensation	1,306	458
0	0	4,800	4,800	515600	Worker's Compensation	4,800	1,400
450,946	457,917	490,950	490,950		**Subtotals:**	490,950	538,513
				53 Supplies		***53***	
0	1,491	1,800	1,800	5317000	Books, Periodicals and Subscriptions	1,800	1,800
5,885	5,421	10,000	10,000	5322010	Fuel	10,000	10,000
5,885	6,912	11,800	11,800		**Subtotals:**	11,800	11,800
				54 Other Services and Charges		***54***	
427	792	500	500	5411103	Pre-Employment jExpenditures	500	500
3,900	5,700	4,000	4,000	5412098	Medical Examinations	4,000	4,000
0	0	1,000	1,000	5423110	Vehicle Maintenance	1,000	1,000

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256105 Division: **Juv Justice - Administration**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
0	19,177	21,000	21,000	5424000	Building Maintenance	21,000	0
25,643	22,828	25,044	25,044	5496100	Travel and Conference	25,044	30,000
163	464	1,000	1,000	5495095	Business Mileage Reimbursement	1,000	1,000
30,133	48,961	52,544	52,544		**Subtotals:**	52,544	36,500
			57 Capital Outlay			**57**	
0	102,699	0	0	5722000	Building Improvements	0	0
0	102,699	0	0		Subtotals:	0	0
486,965	**616,489**	**555,294**	**555,294**		**Fund Cost Center Total:**	**555,294**	**586,813**

POSITION	HIRE DATE	TITLE(NAME)	Grade	Current Salary	Bi-Weekly Amt	Local Funds	Hourly Rate	OT Rate	Monthly Rate	One-Time	Employee Type	Calendar Code	Tier Level	Exempt	IFAS Code
2561050001	1/2/1992	Director - G. Watson, E00817	332	$148,118.65	$5,696.87	100%	$71.21089	$106.82	$12,343.22	$0.00	FTBE	40 Hourly	1	Yes	JU05
2561050003	11/12/2013	Deputy Director, Casework Services - Z. Cruz, E08350	320	$101,644.36	$3,909.40	100%	$48.86748	$73.30	$8,470.36	$0.00	FTBE	40 Hourly	2	Yes	JU05
2561180002	5/31/2005	Deputy Director, Detention Services - D. Watson, E04756	323	$110,000.00	$4,230.77	100%	$52.88462	$79.33	$9,166.67	$0.00	FTBE	40 Hourly	1	Yes	JU18
2561550020	5/6/2019	Deputy Director, Special Programs - V. Lira, E100065	320	$95,005.04	$3,654.04	100%	$45.67550	$68.51	$7,917.09	$0.00	FTBE	40 Hourly	1	Yes	JU55
		TOTALS		$454,768.05	$17,491.08	0.00%	$218.64	$327.96	$37,897.34	$0.00					

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Total Salary:	$454,768.05
Plus One-Time Pay:	$0.00
Total Budget Amount:	**$454,768.05**

Lopez, Betsaida

From: Smartsheet Forms <forms@app.smartsheet.com>
Sent: Friday, May 16, 2025 11:07 AM
To: Lopez, Betsaida
Subject: Confirmation - FY2026 Travel & Education Request Form

Thank you for submitting your entry. A copy is included below for your records.

FY2026 Travel & Education Request Form

Department Name	Juvenile Justice
Department Head Name	Glen Watson
Department Head Email Address	glen.watson@galvestoncountytx.gov
Submitted By Name	Betsaida Lopez
Submitted By Extension	5904
Submitted By Email Address	betsaida.lopez@galvestoncountytx.gov
Fund Number	1202
Division Number	256105
Conference/ Education Training	Various trainings scheduled throughout FY with Innovative Alternative Inc.
Location	Juvenile Justice Center
Event Date (From)	10/01/2025
Event Date (To)	9/30/2026
Number of Staff	60

Description of Benefit to County	Continued educational development and skills
Requested Amount	12000
Add an Additional Request	☑
(2) Conference/ Education Training	Handle With Care
(2) Location	Juvenile Justice Center
(2) Event Date (From)	10/01/2025
(2) Event Date (To)	9/30/2026
(2) Number of Staff	60
(2) Description of Benefit to County	Required by TJJD, teaches officers how to handle juveniles with care.
(2) Requested Amount	4800
(2) Add an Additional Request	☑
(3) Conference/ Education Training	CPR/First Aid (new and re-certifications)
(3) Location	Juvenile Justice Center
(3) Event Date (From)	10/01/2025
(3) Event Date (To)	09/30/2026
(3) Number of Staff	60
(3) Description of Benefit to County	Required by TJJD, knowledge to save a life.
(3) Requested Amount	2000.00

(3) Add an Additional Request	☑
(4) Conference/ Education Training	Sex Offender Training
(4) Location	TBD
(4) Event Date (From)	10/01/2025
(4) Event Date (To)	09/30/2026
(4) Number of Staff	2
(4) Description of Benefit to County	Training required to maintain certification
(4) Total Requested Amount	750.00
(4) Add an Additional Request	☑
(5) Conference/ Education Training	Juvenile Probation Officer Basic Training
(5) Location	TBD
(5) Event Date (From)	10/01/2025
(5) Event Date (To)	09/30/2026
(5) Number of Staff	5
(5) Description of Benefit to County	Required by TJJD to receive certification as a Juvenile Probation Officer.
(5) Requested Amount	4000.00
(5) Add an Additional Request	☑

(6) Conference/ Education Training	JCMS Data Coordinator's Conference
(6) Location	Austin, Texas
(6) Event Date (From)	10/01/2025
(6) Event Date (To)	09/30/2026
(6) Number of Staff	1
(6) Description of Benefit to County	Updates to JCMS juvenile system
(6) Requested Amount	750.00
(6) Add an Additional Request	☑
(7) Conference/ Education Training	TJJD Budget Conference
(7) Location	Austin, Texas
(7) Event Date (From)	10/01/2025
(7) Event Date (To)	09/30/2026
(7) Number of Staff	4
(7) Description of Benefit to County	TJJD Grant Budget Data
(7) Requested Amount	1700.00
(7) Add an Additional Request	☑
(8) Conference/ Education Training	Chief's Conference/Summit
(8) Location	Austin, Texas

(8) Event Date (From)	10/01/2025
(8) Event Date (To)	09/30/2026
(8) Number of Staff	1
(8) Description of Benefit to County	Receive updates pertinent to operations of facility.
(8) Requested Amount	1800.00
(8) Add an Additional Request	☑
(9) Conference/ Education Training	Regional Chief's Meeting
(9) Location	Austin, Texas
(9) Event Date (From)	10/01/2025
(9) Event Date (To)	09/30/2026
(9) Number of Staff	2
(9) Description of Benefit to County	Receive updates pertinent to operations of department.
(9) Requested Amount	1500.00
(9) Add an Additional Request	☑
(10) Conference/ Education Training	TJJD Board Meeting
(10) Location	Austin, Texas
(10) Event Date (From)	10/01/2025
(10) Event Date (To)	09/30/2026

(10) Number of Staff	1
(10) Description of Benefit to County	Receive updates pertinent to operations of department.
(10) Requested Amount	700.00
Total Requested Travel and Education Budget	30000
Additional Comments	

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Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256118 Division: **Detention**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
			51 Personal Services				
1,473,930	1,397,177	1,873,100	1,873,100	5100000	Salaries	1,873,100	0
3,971	738	0	0	5112001	Vac/Sick Leave Payout	0	0
7,060	36,336	50,000	50,000	5120001	Seasonal Help	50,000	0
365,512	430,202	425,000	425,000	5130000	Overtime	425,000	0
283,310	264,702	400,663	400,663	5151000	County Paid Health Insurance	400,663	0
26,968	30,395	29,220	29,220	5152102	Medicare F.I.C.A.	29,220	0
223,354	242,012	239,177	239,177	5153000	Pension TCDRS	239,177	0
144,477	149,053	220,398	220,398	5154000	Alternate Plan	220,398	0
127	703	1,804	1,804	5154111	Alternate Plan-Nonpart Emp	1,804	0
2,079	2,346	6,396	6,396	5155000	Unemployment Compensation	6,396	0
0	0	38,400	38,400	5156000	Worker's Compensation	38,400	0
2,530,790	2,553,664	3,284,158	3,284,158		**Subtotals:**	3,284,158	0
			53 Supplies			***53***	
5,700	5,633	6,000	6,000	5310000	Administrative Supplies	6,000	6,000
0	0	0	0	5310001	Extraordinary Supplies	0	0
875	1,685	2,000	2,000	5310002	Operating Supplies	2,000	2,000
6,926	4,091	9,000	9,000	5312100	Clothing	9,000	9,000
2,361	2,347	2,500	2,500	5312101	Uniforms	2,500	2,500

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256118 Division: **Detention**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
5,356	5,507	8,000	8,000	5312301	Personal & Hygiene	8,000	8,000
27,082	27,988	32,000	32,000	5313100	Cleaning & Household Supplies	32,000	32,000
663	960	2,500	2,500	5314301	Kitchen Supplies	2,500	2,500
5,410	5,727	6,500	6,500	5316010	Medical Supplies	6,500	1,000
54,376	53,938	68,500	68,500		**Subtotals:**	68,500	63,000
				54	***Other Services and Charges***	***54***	
0	0	500	500	5423000	Maint & Repairs Equipment	500	500
315,973	370,756	423,446	423,446	5481000	Other Contract Services	423,446	423,446
92,946	111,161	110,000	110,000	5481199	Food Services Contract	110,000	110,000
73	0	500	500	5496153	In-State Transport	500	500
408,994	481,917	534,446	534,446		**Subtotals:**	534,446	534,446
2,994,161	**3,089,519**	**3,887,104**	**3,887,104**		**Fund Cost Center Total:**	**3,887,104**	**597,446**

Galveston County, Texas

Requested Budget

Fiscal Year 2026 Contracts

Object	Pri	Description/Comments	Begin Date	End Date	Vendor	Contract Type	New (Y/N) Contract # Qty	Unit Cost	Requested Budget
	1202	Fund Juvenile Justice							
	2561	Department: Juvenile Justice							
	256118	Division: Detention							
5481000	00	Educational Services Funding for the educational component of the Detention Program	10/1/2025	9/30/2026	043216 Dickinson Ind School	MISCELLANEOUS	N	1	190,000
5481000	00	Medical Services This contract is an agreement between the County and UTMB to provide medical services for our juveniles	10/1/2025	9/30/2026	# UTMB	PROFESSIONAL SERVICES	Y TBD	1	222,651
5481000	00	Real Time Room Check System System Renewal Fee - Annual	10/1/2025	9/30/2026	723499 CODEX CORP	SOFTWARE	N	1	10,795
							Object: 5481000		
							New Total:		222,651
							Ongoing Total:		200,795
							Object Total:		423,446
5481199	00	Food Services Contract Costs associated with food services for the Detention Program.	10/1/2025	9/30/2026	719569 ELIOR INC	MISCELLANEOUS	N	1	110,000
							Object: 5481199		
							New Total:		0
							Ongoing Total:		110,000
							Object Total:		110,000
							GRAND TOTAL NEW:		222,651
							GRAND TOTAL ONGOING:		310,795
							GRAND TOTAL:		533,446

Galveston County Juvenile Detention

Detention Fund 448 Org 012

Projected Expenditures

2025-2026

Employee Name	Total Service Years	DISD Service Years	Total Salary	% of Salary Detention	Detention Salary	Medicare	Group Health	TRS Statutory Minimum	TRS Entity	Workers Compensation	Unemployment	TRS New Member	TRS OASDI	Total Salary with Benefits
Account Number					6119/6129	6141	6142	614600	614601	6143	6145	614602	614603	
Rate						0.0145	$3,613	0.0825	0.0075	0.003	0.0016	0.068	0.02	
Herrera, Lisa	32	5	$114,849.28	33%	$37,900.26	$549.55	$4.20	$1,126.27	$284.25	$113.70	$60.64	$0.00	$758.01	$40,796.88
De La Torre, Elizabeth	10	10	$65,909.00	100%	$65,909.00	$955.68	$12.72	$1,145.99	$494.32	$197.73	$105.45	$0.00	$1,318.18	$70,139.07
Newman, Jr, Sam	16	16	$66,664.00	100%	$66,664.00	$966.63	$3,612.72	$649.62	$499.98	$199.99	$106.66	$0.00	$1,333.28	$74,032.88
Wortham, Louis	18	18	$67,671.00	100%	$67,671.00	$981.23	$12.72	$585.04	$507.53	$203.01	$108.27	$0.00	$1,353.42	$71,422.23
Collazo, Marcos	2	2	$27,515.87	33%	$9,080.24	$131.66	$4.20	$0.00	$68.10	$27.24	$14.53	$0.00	$181.60	$9,507.57
Total Salaries			**$342,609.15**		**$247,224.50**	**$3,584.76**	**$3,646.56**	**$3,506.92**	**$1,854.18**	**$741.67**	**$395.56**	**$0.00**	**$4,944.49**	**$265,898.64**

Salaries	$265,898.64
Contracted Services	$0.00
Supplies (not to be reimbursed by Galveston County)	$0.00
Travel	$0.00
Total Expenditures for Detention	**$265,898.64**

Total Salaries	$265,898.64
Plus Summer School	$5,600.00
Less ADA (Estimate)	-$90,592.18
	$180,906.46
FY2026 Budget Request	$190,000.00

	ADA
FY2024 (2023/2024	$106,796.74
FY2023 (2022/2023)	$80,692.80
FY2022 (2021/2022)	$84,287.00
	$271,776.54
Average	$90,592.18

Summer School: 1 teacher x 4 hours per day x 8 weeks = 160 hours x $35 per hour = $5,600

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256119 Division: **Post Program**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
			51 Personal Services				
254,044	236,843	356,406	356,406	5100000	Salaries	356,406	0
0	1,128	0	0	5112001	Vacation/Sick Leave Payout	0	0
0	0	0	0	5120001	Seasonal Help	0	0
62,799	71,021	109,600	109,600	5130000	Overtime	109,600	0
47,308	40,555	66,778	66,778	5151000	County Paid Health Insurance	66,778	0
4,612	4,978	5,420	5,420	5152102	Medicare F.I.C.A.	5,420	0
38,444	40,689	44,353	44,353	5153000	Pension TCDRS	44,353	0
24,862	25,300	29,318	29,318	5154000	Atlernate Plan	29,318	0
0	0	1,623	1,623	5154111	Alternate Plan-Nonpart Emp	1,623	0
376	407	929	929	5155000	Unemployment Compensation	929	0
0	0	6,000	6,000	5156000	Worker's Compensation	6,000	0
432,448	420,921	620,427	620,427		**Subtotals:**	620,427	0
			53 Supplies			***53***	
953	500	1,000	1,000	5310000	Administraive Supplies	1,000	1,000
1,199	1,083	1,200	1,200	5312100	Clothing	1,200	1,200
600	0	600	600	5312101	Uniforms	600	600

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256119 Division: **Post Program**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description		2026 Base Budget	2026 Requested Budget
0	0	1,000	1,000	5312301	Personal & Hygiene Items		1,000	1,000
2,752	1,583	3,800	3,800			**Subtotals:**	3,800	3,800
				54	***Other Services and Charges***		***54***	
29,483	25,732	40,000	40,000	5481199	Food Services Contract		40,000	40,000
29,483	25,732	40,000	40,000			**Subtotals:**	40,000	40,000
464,685	**448,236**	**664,227**	**664,227**			**Fund Cost Center Total:**	**664,227**	**43,800**

Galveston County, Texas

Requested Budget

Fiscal Year 2026 Contracts

Object	Pri	Description/Comments	Begin Date	End Date	Vendor	Contract Type	New (Y/N) Contract # Qty	Unit Cost	Requested Budget
	1202	Fund Juvenile Justice							
	2561	Department: Juvenile Justice							
	256119	Division: Post							
5481199	00	Food Services Contract Costs associated with food services for the Post Program.	10/1/2025	9/30/2026	719569 ELIOR INC	MISCELLANEOUS	N	1	40,000

Object: 5481199	
New Total:	0
Ongoing Total:	40,000
Object Total:	40,000

GRAND TOTAL NEW:	0
GRAND TOTAL ONGOING:	40,000
GRAND TOTAL:	40,000

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256130 Division: **Court**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description		2026 Base Budget	2026 Adopted Budget
			51 Personal Services					
100,289	103,731	106,372	108,437	5100000	Salaries		108,437	108,437
9,540	9,577	9,540	9,540	5151000	County Paid Health Insurance		9,540	6,994
1,456	1,507	1,543	1,573	5152102	Medicare F.I.C.A.		1,573	1,572
12,159	12,345	12,627	12,872	5153000	Pension TCDRS		12,872	9,082
7,869	7,608	8,347	8,510	5154000	Atlernate Plan		8,510	3,839
161	145	383	383	5155000	Unemployment Compensation		383	200
131,476	134,912	138,812	141,315			**Subtotals:**	141,315	130,125
			53 Supplies				***53***	
369	499	500	500	5310000	Administraive Supplies		500	500
369	499	500	500			**Subtotals:**	500	500
			54 Other Services and Charges				***54***	
0	0	500	500	5423000	Maint & Repair Equipment		500	500
10,000	12,920	24,000	24,000	5431000	Interpreters		24,000	24,000
0	0	3,700	3,700	5431121	Court Reporter		3,700	3,700
49,172	49,362	50,873	50,873	5431400	Court Masters		50,873	50,873
0	425	888	888	5496100	Travel and Conference		888	888
0	0	200	200	5498000	Membership and Dues		200	200
59,172	62,707	80,161	80,161			**Subtotals:**	80,161	80,161
191,018	**198,119**	**219,473**	**221,976**			**Fund Cost Center Total:**	**221,976**	**210,786**

Lopez, Betsaida

From: Smartsheet Forms <forms@app.smartsheet.com>
Sent: Friday, May 16, 2025 11:12 AM
To: Lopez, Betsaida
Subject: Confirmation - FY2026 Travel & Education Request Form

Thank you for submitting your entry. A copy is included below for your records.

FY2026 Travel & Education Request Form

Department Name	Juvenile Justice
Department Head Name	Glen Watson
Department Head Email Address	glen.watson@galvestoncountytx.gov
Submitted By Name	Betsaida Lopez
Submitted By Extension	5904
Submitted By Email Address	betsaida.lopez@galvestoncountytx.gov
Fund Number	1202
Division Number	256130
Conference/ Education Training	Court Reporters Conference
Location	TBD
Event Date (From)	10/01/2025
Event Date (To)	09/30/2026
Number of Staff	1
Description of Benefit to County	Necessary to maintain certification

Requested Amount	388.00
Add an Additional Request	
(2) Conference/ Education Training	Continuing Education Hours
(2) Location	TBD
(2) Event Date (From)	10/01/2025
(2) Event Date (To)	09/30/2026
(2) Number of Staff	1
(2) Description of Benefit to County	Contract stipulation to reimburse for training up to $500.00
(2) Requested Amount	500.00
(2) Add an Additional Request	
Total Requested Travel and Education Budget	888.00
Additional Comments	

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FY2026 Membership & Dues Request Form - Active

Row 7

Internal Code	7
Department Name	Juvenile Justice
Department Head Name	Glen Watson
Department Head Email Address	glen.watson@galvestoncountytx.gov
Submitted By Name	Betsaida Lopez
Submitted By Extension	5904
Submitted By Email Address	betsaida.lopez@galvestoncountytx.gov
Division Name	Court
Fund Number	1202
Division Number	256130
Request Submitted	05/16/25
Membership Organization Name	Texas Court Reporter's Association

Description of Membership	Court Reporter
Number of Staff	1
Name(s) of Staff (If Applicable)	Lani Harkey
Position(s) of Staff (If Applicable)	Court Reporter
Description of Benefit to County	Required for Court
Requested Amount	200.00
Add an Additional Request	☐
(2) Membership Organization Name	
(2) Description of Membership	
(2) Number of Staff	
(2) Name(s) of Staff (If Applicable)	
(2) Position(s) of Staff (If Applicable)	

(2) Description of Benefit to County	
(2) Requested Amount	
(2) Add an Additional Request	☐
(3) Membership Organization Name	
(3) Description of Membership	
(3) Number of Staff	
(3) Name(s) of Staff (If Applicable)	
(3) Position(s) of Staff (If Applicable)	
(3) Description of Benefit to County	
(3) Requested Amount	
(3) Add an Additional Request	☐

Total Requested Membership Dues Budget	200.00
(4) Membership Organization Name	
(4) Description of Membership	
(4) Number of Staff	
(4) Name(s) of Staff (If Applicable)	
(4) Position(s) of Staff (If Applicable)	
(4) Description of Benefit to County	
(4) Requested Amount	
(4) Add an Additional Request	☐
(5) Membership Organization Name	
(5) Description of Membership	
(5) Number of Staff	

(5) Name(s) of Staff (If Applicable)	
(5) Position(s) of Staff (If Applicable)	
(5) Description of Benefit to County	
(5) Requested Amount	
(5) Add an Additional Request	☐
(6) Membership Organization Name	
(6) Description of Membership	
(6) Number of Staff	
(6) Name(s) of Staff (If Applicable)	
(6) Position(s) of Staff (If Applicable)	
(6) Description of Benefit to County	
(6) Requested Amount	

(6) Add an Additional Request ☐

(7) Membership Organization Name

(7) Description of Membership

(7) Number of Staff

(7) Name(s) of Staff (If Applicable)

(7) Position(s) of Staff (If Applicable)

(7) Description of Benefit to County

(7) Requested Amount

(7) Add an Additional Reuqest ☐

(8) Membership Organization Name

(8) Description of Membership

(8) Number of Staff

(8) Name(s) of Staff (If Applicable)

(8) Position(s) of Staff (If Applicable)

(8) Description of Benefit to County

(8) Requested Amount

(8) Add an Additional Request ☐

(9) Membership Organization Name

(9) Description of Membership

(9) Number of Staff

(9) Name(s) of Staff (If Applicable)

(9) Position(s) of Staff (If Applicable)

(9) Description of Benefit to County

(9) Requested Amount

(9) Add an Additional Request	☐
(10) Membership Organization Name	
(10) Description of Membership	
(10) Number of Staff	
(10) Name(s) of Staff (If Applicable)	
(10) Position(s) of Staff (If Applicable)	
(10) Description of Benefit to County	
(10) Requested Amount	
Additional Comments	

POSITION	TITLE(NAME)	2026 Bi-Weekly	2026 Annual
2561300069	Court Reporter - L. Harkey, E100045	$4,170.67	$108,437.29
	TOTALS	$4,170.67	$108,437.29

1202256130 5100000 Local

Total Budget Amount:	**$108,437.29**

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256155 Division: **JJAEP**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description		2026 Base Budget	2026 Adopted Budget
			51 Personal Services					
10,384	58,408	121,418	121,418	5100000	Salaries		121,418	0
0	0	1,000	1,000	5120001	Seasonal Help		1,000	0
10,725	8,293	16,000	16,000	5130000	Overtime		16,000	0
24,169	23,804	28,618	28,618	5151000	County Paid Health Insurance		28,618	0
1,716	1,818	1,845	1,845	5152102	Medicare F.I.C.A.		1,845	0
14,184	14,747	15,092	15,092	5153000	Pension TCDRS		15,092	0
9,179	9,031	9,978	9,978	5154000	Atlernate Plan		9,978	0
0	0	37	37	5154111	Alternate Plan-Nonpart Emp		37	0
168	156	446	446	5155000	Unemployment Compensation		446	0
0	0	3,600	3,600	5156000	Worker's Compensations		3,600	0
70,528	116,257	198,034	198,034			**Subtotals:**	198,034	0
			53 Supplies				***53***	
423	169	1,100	1,100	5310000	Administraive Supplies		1,100	1,100
294	0	300	300	5312100	Clothing		300	300
200	0	400	400	5312101	Uniforms		400	400
918	169	1,800	1,800			**Subtotals:**	1,800	1,800

Galveston County, Texas
Department Budget History and Approved (Expenditures)
Fiscal Year 2026

1202 Fund: **Juvenile Justice Fund**
2561 Department: **Juvenile Justice**
256155 Division: **JJAEP**

2023 Actual Exenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			54 Other Services and Charges			***54***	
69,999	53,208	85,250	85,250	5481000	Other Contract Services	85,250	85,475
250	204	2,000	2,000	5481199	Food Services Contract	2,000	2,000
70,250	53,413	87,250	87,250		**Subtotals:**	87,250	87,475
141,696	**169,839**	**287,084**	**287,084**		**Fund Cost Center Total:**	**287,084**	**89,275**

Galveston County, Texas

Requested Budget

Fiscal Year 2026 Contracts

Object	Pri	Description/Comments	Begin Date	End Date	Vendor	Contract Type	New (Y/N) Contract # Qty	Unit Cost	Requested Budget
	1202	Fund Juvenile Justice							
	2561	Department: Juvenile Justice							
	256155	Division: JJAEP							
5481000	00	Educational Services Funding for the educational component of the JJAEP Program	10/1/2025	9/30/2026	043216 Dickinson Ind School	MISCELLANEOUS	N	1	85,000
5481000	00	Vape Detector Maintenance Recurring license maintenance annually	10/1/2025	9/30/2026	723760 Zeptive, Inc.	BICON SOFTWARE	N TBD	1	475
							Object: 5481000		
							New Total:		0
							Ongoing Total:		85,475
							Object Total:		85,475
5481199	00	Food Services Contract Costs associated with food services for the JJAEP Program.	10/1/2025	9/30/2026	719569 ELIOR INC	MISCELLANEOUS	N	1	2,000
							Object: 5481199		
							New Total:		0
							Ongoing Total:		2,000
							Object Total:		2,000
							GRAND TOTAL NEW:		0
							GRAND TOTAL ONGOING:		87,475
							GRAND TOTAL:		87,475

Galveston County Juvenile Justice Alternative Education Program

JJAEP Fund 449 Org 010

Projected Expenditures

2025-2026

Employee Name	Total Service Years	DISD Service Years	Total Salary	% of Salary JJAEP	JJAEP Salary	Medicare	Group Health	TRS Statutory Minimum	TRS Entity	Workers Compensation	Unemployment	TRS New Member	TRS OASDI	Total Salary with Benefits
Account Number					6119/6129	6141	6142	614600	614601	6143	6145	614602	614603	
Rate						0.0145	$3,613	0.0825	0.0075	0.003	0.0016	0.068	0.02	
See, Rashad	19	3	$104,975.00	20%	$20,995.00	$304.43	$722.54	$534.78	$157.46	$62.99	$33.59	$0.00	$419.90	$23,230.69
Herrera, Lisa	32	5	$114,849.28	34%	$39,048.76	$566.21	$4.32	$1,160.40	$292.87	$117.15	$62.48	$0.00	$780.98	$42,033.15
Belizeard, Derrick	1	1	$63,110.00	50%	$31,555.00	$457.55	$6.36	$986.10	$236.66	$94.67	$50.49	$0.00	$631.10	$34,017.92
Hanks, Kristi	8	8	$64,138.00	50%	$32,069.00	$465.00	$1,806.36	$615.62	$240.52	$96.21	$51.31	$0.00	$641.38	$35,985.40
Collazo, Marcos	2	2	$27,515.87	34%	$9,355.40	$135.65	$4.32	$0.00	$70.17	$28.07	$14.97	$0.00	$187.11	$9,795.68
Total Salaries			**$374,588.15**		**$133,023.15**	**$1,928.84**	**$2,543.91**	**$3,296.90**	**$997.67**	**$399.07**	**$212.84**	**$0.00**	**$2,660.46**	**$145,062.85**

Salaries	$145,062.85
Contracted Services	$0.00
Supplies (not to be reimbursed by Galveston County)	$0.00
Travel	$0.00
Total Expenditures for JJAEP	**$145,062.85**
Total Due from Galveston County - Fixed Cost (50%)	$72,531.42
Total Due from Galveston County	**$72,531.42**

8/20/2025 1:42 PM

Galveston County, Texas
Department Budget History and Request (Expenditures)
Fiscal Year 2026

2841 Fund: ***Juvenile Probation Fund***
256110 Division: ***State Aid Grant***

2023 Actual Expenditure	2024 Actual Expenditure	2025 Adopted Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			51	***Personal Services***			
515,299.74	588,459.94	792,000.00	712,000	5100000	Salaries	792,000	780,000.00
828.62	101.24	4,400.00	4,400	5112001	Vac/Sick Leave Payout	4,400	4,400.00
0.00	147.20	8,000.00	8,000	5120001	Seasonal Help	8,000	8,000.00
138,681.11	246,257.42	145,000.00	225,000	5130000	Overtime	145,000	175,000.00
93,186.33	102,631.08	161,500.00	161,500	5151000	County Paid Health Insurance	161,500	161,500.00
9,547.92	12,639.64	9,600.00	9,600	5152102	Medicare F.I.C.A.	9,600	15,000.00
79,473.39	102,141.26	115,500.00	115,500	5153000	Pension TCDRS	115,500	115,500.00
51,265.97	63,283.81	58,000.00	58,000	5154000	Atlernate Plan	58,000	35,000.00
20.44	119.89	300	300	5154111	Alternate Plan - Nonpart Emp	300	300.00
1,013.85	1,262.20	1,000.00	1,000	5155000	Unemployment Compensation	1,000	1,000.00
889,317.37	1,117,043.68	1,295,300.00	1,295,300		**Subtotals:**	1,295,300	**1,295,700.00**
			53	***Supplies***		***53***	
12,355.39	11,448.98	7,000.00	11,700	5310000	Administrative Supplies	7,000	7,000
38,600.69	100,934.91	50,000.00	43,500	5310001	Extraordinary Supplies	50,000	50,000
0.00	271.45	500.00	500	5310002	Operating Supplies	500	500
8,429.69	5,552.50	2,500.00	2,500	5312100	Clothing	2,500	2,500
0.00	0.00	0.00	0	5312301	Personal & Hygiene	0	0
4,087.26	5,135.58	0.00	0	5313100	Cleaning & Household	0	0
9,790.95	8,585.53	12,000.00	12,000	5316010	Medical Supplies	12,000	12,000
73,263.98	131,928.95	72,000	70,200		**Subtotals:**	72,000	**72,000.00**

Galveston County, Texas
Department Budget History and Request (Expenditures)
Fiscal Year 2026

2841 Fund: ***Juvenile Probation Fund***
256110 Division: ***State Aid Grant***

2023 Actual Expenditure	2024 Actual Expenditure	2025 Adopted Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			54	***Other Services and Charges***		***54***	
0.00	10,350.00	0	1,800.00	5412098	Medical Exams	0.00	0.00
5,500.00	5,500.00	5,500.00	5,500.00	5414200	Audit Services	5,500.00	5,500.00
3,594.81	14,180.80	0.00	0.00	5431000	Interpreters	0.00	0.00
208,423.93	419,955.81	253,121.00	303,121.00	5441101	Residential Placement	253,121.00	308,482.00
157,190.92	175,543.75	240,500.00	187,800.00	5481000	Contract Services	240,500.00	245,500.00
4,168.97	6,108.40	6,400.00	9,100.00	5492100	Mobile Phones Services	6,400.00	10,000.00
0.00	0.00	0	0.00	5492306	Cell Phone Allowance	0.00	0.00
124,169.58	77,156.36	85,000.00	85,000.00	5495095	Training and Training Supplies	85,000.00	85,000.00
2,266.08	0.00	0.00	0.00	5496100	Travel and Conference	0.00	0.00
1,806.06	2,553.25	2,500.00	2,500.00	5496301	Auto Mileage	2,500.00	2,500.00
507,120.35	711,348.37	593,021.00	594,821		**Subtotals:**	**593,021**	**656,982.00**
			57	***Capital Outlay***		***57***	
0.00	0	0	0	5741000	Fixed Asset (Key System)	0	0.00
0.00	0	0	0		Subtotals:	0	0.00
1,469,701.70	**1,960,321.00**	**1,960,321.00**	**1,960,321.00**		**Fund Cost Center Total:**	**1,960,321**	**2,024,682.00**
					TOTAL INCREASE/DECREASE:		**64,361.00**

FY2026
2841256110 - State Aid Grant
Salary, Fringe & Stipend

Employees Paid by State Aid Grant Position No	Name	Total Salary	Health Ins $10,740/yr	Medicare FICA. 0145	TCDRS .1187	Alternate Plan .03607	TAC Unemp .0011	Salary and Fringe
2561100415	Vacant	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100417	Perez, Ruth	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100418	Dannelly, Todd	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100465	Robeison, Fletcher	$57,810.80	$10,740.00	$838.26	$6,862.14	$2,085.24	$63.59	$78,400.03
2561100466	Pines, Tiffany	$57,810.80	$10,740.00	$838.26	$6,862.14	$2,085.24	$63.59	$78,400.03
2561100467	Kufeji, Marcus	$62,397.45	$10,740.00	$904.76	$7,406.58	$2,250.68	$68.64	$83,768.10
2561100470	Stovall, Rachel	$57,928.23	$10,740.00	$839.96	$6,876.08	$2,089.47	$63.72	$78,537.46
2561100471	Jannett, Heather	$60,190.11	$10,740.00	$872.76	$7,144.57	$2,171.06	$66.21	$81,184.70
2561100472	Barnes, Dalylah	$57,928.23	$10,740.00	$839.96	$6,876.08	$2,089.47	$63.72	$78,537.46
2561100473	Navarrette, Luis	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100474	Adams, Robert	$57,928.23	$10,740.00	$839.96	$6,876.08	$2,089.47	$63.72	$78,537.46
2561100476	Azore, Priscilla	$57,810.80	$10,740.00	$838.26	$6,862.14	$2,085.24	$63.59	$78,400.03
2561100477	Ott, Jesse	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100485	Diaz, Sabrina	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
2561100486	Calderon, Lori	$56,241.00	$10,740.00	$815.49	$6,675.81	$2,028.61	$61.87	$76,562.78
Various	Comm Service	$40,000.00	$0.00	$580.00	$4,748.00	$1,442.80	$44.00	$46,814.80
Various	OT General (Casework, Post, A	$35,000.00	$0.00	$507.50	$4,154.50	$1,262.45	$38.50	$40,962.95
Various	OT Detention (Sep 2025)	$100,000.00	$0.00	$1,450.00	$11,870.00	$3,607.00	$110.00	$117,037.00
		$1,038,491.65	$161,100.00	$15,058.13	$123,268.96	$37,458.39	$1,142.34	$1,376,519.47
	Less Salary Grant	-$90,000.00	$0.00	-$1,971.67	-$11,349.68	-$3,912.98	-$765.67	
	Total	$948,491.65	$161,100.00	$13,086.46	$111,919.28	$33,545.41	$376.67	
	Budgeted	$955,000.00	$161,500.00	$15,000.00	$115,500.00	$35,000.00	$1,000.00	$1,283,000.00

Total Salary & Fringe:	$1,283,000.00
Vac/Sick Payout:	$4,400.00
Seasonal Help:	$8,000.00
Alt Plan Part Time Emp:	$300.00
	$1,295,700.00

FY26 Salary Adjustment (State Funding)
Beginning September 1, 2025

Employee #	Type	FTE Equiv.	Current Salary	Name	Position #	Division	Adjustment	Total FY2026 Salary	
1202256100, Juvenile Justice Casework									
5799	JSO	Full Time	$56,126.99	Pines, Tiffany	2561110466	State Grant	$1,683.81	$57,810.80	**adjustment to be funded by FY26 State Aid Grant effective 9/1/2025**
7841	JSO	Full Time	$56,126.99	Robeison, Fletcher	2561110465	State Grant	$1,683.81	$57,810.80	
6256	JSO	Full Time	$56,126.99	Azore, Priscilla	2561110476	State Grant	$1,683.81	$57,810.80	
8160	JPO	Full Time	$58,437.00	Janette, Heather	2561110471	State Grant	$1,753.11	$60,190.11	
100058	JPO	Full Time	$56,241.00	Stovall, Rachel	2561110470	State Grant	$1,687.23	$57,928.23	
101385	JPO	Full Time	$56,241.00	Barnes, Dalylah	2561110472	State Grant	$1,687.23	$57,928.23	
100828	Resource Officer	Full Time	$56,241.00	Adams, Robert	2561110474	State Grant	$1,687.23	$57,928.23	
1202256105, Administration									
4756	Deputy Director	Full Time	$93,869.46	Watson, Dink	2561180002	Detention	$5,162.82	$99,032.28	**adjustment to be funded by FY26 State Aid Salary Adjustment Grant**
8350	Deputy Director	Full Time	$87,586.70	Cruz, Zairinia	2561050003	Casework	$4,817.27	$92,403.97	
100065	Deputy Director	Full Time	$75,043.48	Lira, Victoria	2561550020	JJAEP	$4,127.39	$79,170.87	

Galveston County Transforming Lives Cooperative

TLC Fund 446 Org 011

Projected Expenditures

2025-2026

Employee Name	Total Service Years	DISD Service Years	Total Salary	% of Salary TLC	TLC Salary	Medicare	Group Health	TRS Statutory Minimum	TRS Entity	Workers Compensation	Unemployment	TRS New Member	TRS OASDI	Total Salary with Benefits
Account Number					6119/6129	6141	6142	614600	614601	6143	6145	614602	614603	
Rate						0.0145	$3,613	0.0825	0.0075	0.003	0.0016	0.068	0.02	
Herrera, Lisa	32	5	$114,849.28	33%	$37,900.26	$549.55	$4.20	$1,126.27	$284.25	$113.70	$60.64	$0.00	$758.01	$40,796.88
Belizeard, Derrick	1	1	$63,110.00	50%	$31,555.00	$457.55	$6.36	$986.10	$236.66	$94.67	$50.49	$0.00	$631.10	$34,017.92
Hanks, Kristi	8	8	$64,138.00	50%	$32,069.00	$465.00	$1,806.36	$615.62	$240.52	$96.21	$51.31	$0.00	$641.38	$35,985.40
Espinoza, Angelica	2	0	$22,771.52	100%	$22,771.52	$330.19	$12.72	$0.00	$170.79	$68.31	$36.43	$0.00	$455.43	$23,845.39
Collazo, Marcos	2	2	$27,515.87	33%	$9,080.24	$131.66	$4.20	$0.00	$68.10	$27.24	$14.53	$0.00	$181.60	$9,507.57
Total Salaries			**$292,384.67**		**$133,376.02**	**$1,933.95**	**$1,833.84**	**$2,727.99**	**$1,000.32**	**$400.13**	**$213.40**	**$0.00**	**$2,667.52**	**$144,153.17**

Salaries	$144,153.17
Contracted Services	$0.00
Supplies (not to be reimbursed by Galveston County)	$0.00
Travel	$0.00
Total Expenditures for Transforming Lives Cooperative	**$144,153.17**

Total Salaries	$144,153.17
Plus Summer School*	$7,000.00
Less District Paid (Estimate)	-$33,373.65
Less ADA (Estimate)	-$36,108.47
	$81,671.05

Enrollment is currenlty low, so we do not expect District and ADA reimbursements to be high, therefore we are budgeting $85,000

FY2026 $85,000.00

*Summer School: 1 teacher x 4 hours per day x 10 weeks = 200 hours x $35 per hour = $7,000

Districts Paid and ADA Averages

	Districts	ADA
FY2024 (2023/2024)	$18,629.37	$39,704.26
FY2023 (2022/2023)	$52,901.46	$35,203.78
FY2022 (2021/2022)	$28,590.12	$33,417.38
	$100,120.95	$108,325.42
Average	$33,373.65	$36,108.47

Do not select Edit. To generate a report, select the **Generate Reports** button at the lower right. Please be patient as the page will need time to reload. Once the report has been generated, select the **Documents** section.

Galveston

2026

Allocation ID: 2664584

▼ Table Of Contents

Allocation and Local Match Summary
RDA and Detention Reimbursement
Documents and Generated Reports

▼ Allocation and Local Match Summary

Grant Summary

Please note these links are provided for your convenience, however, they will take you to a read-only view of the grant - you will not be able to input a Budget, submit a BAR, submit Expenditures, or complete any other edits when using the links from this page. In order to perform actions on those records, please use the left navigation.

Program	Allocated	Budgeted	Expended
State Aid SA-2026-2-84	$2,024,682.00	Under Allocation -$2,024,682.00	Within Range
Salary Adjustment R-2026-15-84	$470,909.50	Under Allocation -$470,909.50	Within Range
DSA - Community Projects D-2026-483-84	$67,500.00	Under Allocation -$67,500.00	Within Range

Local Budget

Year	Match	Budgeted	Expended
2022-2024 (Average)	$5,202,801.05		
1994	$1,321,757.00		

▼ RDA and Detention Reimbursement

RDA Summary

Program	Approved Amount To-Date	Disbursed
RDA		not available

Detention Reimbursement Summary

Program	Approved Amount To-Date	Disbursed
Detention Reimbursement		not available

▼ Documents and Generated Reports

BUDGET AND EXPENDITURE REPORTS

Allocations Report

Allocations Report
Added at 9:08 PM on July 15, 2025

Galveston County, Texas
Department Base Budgets
Fiscal Year 2026 Expenditures

2841 Fund: ***Salary Adjustment Grant***
256135 Cost Center ***Juvenile Justice***

2023 Actual Expenditure	2024 Actual Expenditure	2025 Adopted Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			51 Personnel and Benefits				
0	189,152	378,162	378,162	5100000	Salaries and Wages	378,162.39	470,909.50
0	189,152	378,162	378,162		**Subtotals:**	**378,162.39**	**470,909.50**
0	**189,152**	**378,162**	**378,162**		**Fund Cost Center Total:**	**378,162.39**	**470,909.50**
					TOTAL INCREASE/DECREASE:		**92,747.11**

Do not select Edit. To generate a report, select the **Generate Reports** button at the lower right. Please be patient as the page will need time to reload. Once the report has been generated, select the **Documents** section.

Galveston

2026

Allocation ID: 2664584

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▼ Allocation and Local Match Summary

Grant Summary

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Program	Allocated	Budgeted	Expended
State Aid SA-2026-2-84	$2,024,682.00	Under Allocation -$2,024,682.00	Within Range
Salary Adjustment R-2026-15-84	$470,909.50	Under Allocation -$470,909.50	Within Range
DSA - Community Projects D-2026-483-84	$67,500.00	Under Allocation -$67,500.00	Within Range

Local Budget

Year	Match	Budgeted	Expended
2022-2024 (Average)	$5,202,801.05		
1994	$1,321,757.00		

▼ RDA and Detention Reimbursement

RDA Summary

Program	Approved Amount To-Date	Disbursed
RDA		not available

Detention Reimbursement Summary

Program	Approved Amount To-Date	Disbursed
Detention Reimbursement		not available

▼ Documents and Generated Reports

BUDGET AND EXPENDITURE REPORTS

Allocations Report

Allocations Report
Added at 9:08 PM on July 15, 2025

FY2026 Salary Adjustment Grant (State Funding)
Beginning September 1, 2025

1202256100, Juvenile Justice

	Employee #	Type	Cert. Status	Dual	FTE Equiv.	Current Salary	SAG contribution	Name	Position #	Division
Casework	E101664	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Martinez, Emily	2561000012	Casework
	E101114	JPO	Active	No	Full Time	$56,241.00	$6,000.00	McCallam, Khiyandra	2561000013	Casework
	E100728	JPO	Active	No	Full Time	$64,112.11	$6,000.00	Jones, Raven	2561000014	Casework
	E101676	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Sandoval, Miranda	2561000016	Casework
	E100844	JPO	Active	No	Full Time	$59,718.90	$6,000.00	Doyle, Tyra	2561000019	Casework
	E101946	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Bohannon, Todd	2561000026	Casework
							$36,000.00			
Detention	#	JPO	Active	No	Full Time	$58,753.05	$6,000.00	Vacant	2561180011	Detention
	E100153	JPO	Active	No	Full Time	$58,753.05	$6,000.00	Miller, Lily	2561180021	Detention
	E100182	JPO	Active	No	Full Time	$58,753.05	$6,000.00	Payne, Alaysha	2561180022	Detention
	E5994	JPO	Active	No	Full Time	$64,451.47	$6,000.00	Gavion, Brian	2561180024	Detention
	E101386	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Jones, Edward	2561180027	Detention
	E5993	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Boyd, Rachelle	2561180028	Detention
	E101245	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Walton, Breanna	2561180029	Detention
	E9624	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Fennell, Jiawanna	2561180030	Detention
	E100150	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Thompson, Robert	2561180031	Detention
	E101569	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Davis, Damian	2561180032	Detention
	E8078	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Bozant, Anthony	2561180033	Detention
	E101020	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Sweeny, Joel	2561180035	Detention
	E9733	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Broussard, Laron	2561180037	Detention
	E8901	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Chambers, Christopher	2561180038	Detention
	E101300	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Jackson, Jerod	2561180039	Detention
	E3455	JSO	Active	No	Full Time	$56,126.99	$6,000.00	Hardy, Corey	2561180041	Detention
	E100997	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Hutchinson, Clifford	2561180043	Detention
	E101000	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Lovings, Mandy	2561180044	Detention
	E101078	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Bryant, Daveon	2561180045	Detention
	E7945	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Clark, Oatis	2561180046	Detention
	E101418	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Horton, Daryl	2561180047	Detention
	E7801	JSO	Active	No	Full Time	$56,127.00	$6,000.00	Walker, Lamar	2561180048	Detention
	E101829	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Fomby, Lonnie	2561180049	Detention
	E9632	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Arnold, Shawn	2561180050	Detention
	E100007	Admin	Active	No	Full Time	$67,219.05	$6,000.00	Miller, Jesse	2561180051	Detention
	E6886	JSO	Active	No	Full Time	$56,126.99	$6,000.00	Evans, Roshandra	2561180053	Detention
	#	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Vacant	2561180054	Detention
	E100373	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Mullins, Jasmine	2561180055	Detention
	E100834	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Chapman, James	2561180056	Detention
	E8885	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Williby, Madeleine	2561180058	Detention
							$180,000.00			
Post	E100710	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Williams, Natalie	2561190023	Post
	#	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Vacant	2561190034	Post
	E8830	JSO	Active	No	Full Time	$53,849.00	$6,000.00	Ricks, Isaiah	2561190036	Post
	E101777	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Dominguez, Robert	2561190040	Post
	E200179	JSO	Active	No	Full Time	$51,570.00	$6,000.00	Shives, Byson	2561190042	Post
							$30,000.00			
JJAEP	E7621	JSO	Active	No	Full Time	$61,414.64	$6,000.00	Denefield, Warren	2561550068	JJAEP
							$6,000.00			
State Aid	#	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Vacant	2561110415	State Grant
	E101687	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Perez, Ruth	2561110417	State Grant
	E200185	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Dannelly, Todd	2561110418	State Grant
	E7841	JSO	Active	No	Full Time	$57,810.80	$6,000.00	Robeison, Fletcher	2561110465	State Grant
	E5799	JSO	Active	No	Full Time	$57,810.80	$6,000.00	Pines, Tiffany	2561110466	State Grant
	E7323	JPO	Active	No	Full Time	$62,397.45	$6,000.00	Kufeji, Marcus	2561110467	State Grant
	E100058	JPO	Active	No	Full Time	$57,928.23	$6,000.00	Stovall, Rachel	2561110470	State Grant
	E8160	JPO	Active	No	Full Time	$60,190.11	$6,000.00	Jannett, Heather	2561110471	State Grant
	E101385	JPO	Active	No	Full Time	$57,928.23	$6,000.00	Barnes, Dalylah	2561110472	State Grant
	E101948	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Navarrette, Luis	2561110473	State Grant
	E100828	Resource Off.	Active	No	Full Time	$57,928.23	$6,000.00	Adams, Robert	2561110474	State Grant
	E6256	JSO	Active	No	Full Time	$57,810.80	$6,000.00	Azore, Priscilla	2561110476	State Grant
	E200228	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Ott, Jesse	2561110477	State Grant
	E101749	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Diaz, Sabrina	2561110485	State Grant
	E200097	JPO	Active	No	Full Time	$56,241.00	$6,000.00	Calderon, Lori	2561110486	State Grant
							$90,000.00			

1202256105, Administration

E817	Chief	Active	No	Full Time	$148,118.65	$13,465.30	Watson, Glen	2561050001	Administration
E8350	Admin	Active	No	Full Time	$92,403.97	$12,416.97	Cruz, Zairinia	2561050003	Casework
E4756	Admin	Active	No	Full Time	$99,032.28	$13,307.64	Watson, Dink	2561180002	Detention
E100065	Admin	Active	No	Full Time	$79,170.87	$10,638.75	Lira, Victoria	2561550020	JJAEP
						$49,828.66			

		State Aid	Local
Total SAG Salary Contribution	$391,828.66	SAG Contribution	$90,000	$301,828.66
20% fringe	$78,365.73	fringe 20%	$18,000	$61,080.84
	$470,194.39		$108,000	$362,909.50

FY2026 SAG	$470,909.50
	-$470,194.39
Left over SAG (add to Detention Fringe)	$715.11

FY26 Salary Adjustment (State Funding)
Beginning September 1, 2025

Employee #	Type	FTE Equiv.	Current Salary	Name	Position #	Division	Adjustment	Total FY2026 Salary
1202256100, Juvenile Justice Casework								
5799	JSO	Full Time	$56,126.99	Pines, Tiffany	2561110466	State Grant	$1,683.81	$57,810.80
7841	JSO	Full Time	$56,126.99	Robeison, Fletcher	2561110465	State Grant	$1,683.81	$57,810.80
6256	JSO	Full Time	$56,126.99	Azore, Priscilla	2561110476	State Grant	$1,683.81	$57,810.80
8160	JPO	Full Time	$58,437.00	Janette, Heather	2561110471	State Grant	$1,753.11	$60,190.11
100058	JPO	Full Time	$56,241.00	Stovall, Rachel	2561110470	State Grant	$1,687.23	$57,928.23
101385	JPO	Full Time	$56,241.00	Barnes, Dalylah	2561110472	State Grant	$1,687.23	$57,928.23
100828	Resource Officer	Full Time	$56,241.00	Adams, Robert	2561110474	State Grant	$1,687.23	$57,928.23
1202256105, Administration								
4756	Deputy Director	Full Time	$93,869.46	Watson, Dink	2561180002	Detention	$5,162.82	$99,032.28
8350	Deputy Director	Full Time	$87,586.70	Cruz, Zairinia	2561050003	Casework	$4,817.27	$92,403.97
100065	Deputy Director	Full Time	$75,043.48	Lira, Victoria	2561550020	JJAEP	$4,127.39	$79,170.87

adjustment to be funded by FY26 State Aid Grant effective 9/1/2025

adjustment to be funded by FY26 State Aid Salary Adjustment Grant

FY2026
SALARY ADJUSTMENT GRANT

CATEGORIES	DIRECT SUPERVISION		DIRECT SUPERVISION		COMMUNITY BASED PROGRAMS (GENERAL)		POST-ADJUDICATION (SECURE)		DETENTION PRE-ADJUDICATION	
SALARY & FRINGE	**Admin - 1202256105**	**$25.882.27**	**Casework - 1202256100**	**$36.000.00**	**JJAEP - 1202256100**	**$6.000.00**	**Post Program - 1202256100**	**$30.000.00**	**Detention - 120256100**	**$180.000.00**
	2561050001. G Watson	$13,465.30	2561000012. Martinez	$6,000.00	2561550068. Denefield	$6,000.00	2561190023. Williams	$6,000.00	2561180011. Vacant	$6,000.00
	2561050003. Cruz	$12,416.97	2561000013. McCallam	$6,000.00			2561190034. Vacant	$6,000.00	2561180021. L Miller	$6,000.00
			2561000014. R Jones	$6,000.00			2561190036. Ricks	$6,000.00	2561180022. Pavne	$6,000.00
			2561000016. Sandoval	$6,000.00	**Admin - 1202256105**	**$7.979.06**	2561190040. Dominquez	$6,000.00	2561180024. Gavion	$6,000.00
			2561000019. Dovle	$6,000.00	2561550020. Lira 75%	$7,979.06	2561190042. Shives	$6,000.00	2561180027. E Jones	$6,000.00
			2561000026. Bohannon	$6,000.00	other 25% under Post Adi Sec				2561180028. Bovd	$6,000.00
									2561180029. Walton	$6,000.00
							Admin - 1202256105	**$2.659.69**	2561180030. Fennell	$6,000.00
							2561550020. Lira 50%	$2,659.69	2561180031. R Thompson	$6,000.00
			State Aid - 2841256110	**$60.000.00**	**State Aid - 2841256110**	**$21.000.00**	other 50% under Direct Supervision		2561180032. Davis	$6,000.00
			256110/10415. Vacant	$6,000.00	256110/10465. Robeison	$6,000.00			2561180033. Bozant	$6,000.00
			256110/10417. Perez	$6,000.00	256110/10466. Pines	$6,000.00			2561180035. Sweenev	$6,000.00
			256110/10418. Dannelly	$6,000.00	256110/10476. Azore	$6,000.00	**State Aid - 2841256110**	**$3.000.00**	2561180037. Broussard	$6,000.00
			256110/10470. Stovall	$6,000.00	256110/10467. Kufeii 50%. other	$3,000.00	256110/10467. Kufeii 50%. other	$3,000.00	2561180038. Chambers	$6,000.00
			256110/10471. Jannett	$6,000.00	50% under Post Adj Sec		50% under Direct Supervision		2561180039. Jackson	$6,000.00
			256110/10472. Barnes	$6,000.00					2561180041. Hardv	$6,000.00
			256110/10473. Navarrett	$6,000.00					2561180043. Hutchinson	$6,000.00
			256110/10477. Ott	$6,000.00					2561180044. Lovinas	$6,000.00
			256110/10485. Diaz	$6,000.00					2561180045. Brvant	$6,000.00
			256110/10486. Calderon	$6,000.00					2561180046. Clark	$6,000.00
									2561180047. Horton	$6,000.00
									2561180048. Walker	$6,000.00
									2561180049. Fomby	$6,000.00
									2561180050. Arnold	$6,000.00
									2561180051. J Miller	$6,000.00
									2561180053. Evans	$6,000.00
									2561180054. Vacant	$6,000.00
									2561180055. Mullins	$6,000.00
									2561180056. Chapman	$6,000.00
									2561180058. Willibv	$6,000.00
									Admin - 1202256105	**$13.307.64**
									2561180002. D. Watson	$13,307.64
									State Aid - 2841256110	**$6.000.00**
	Frinae	$5.176.45	Frinae	$19.200.00	Frinae	$6.995.81	Frinae	$7.131.94	256110/10474. Adams	$6,000.00
									Frinae	$40.576.64
		$31.058.72		$115.200.00		$41.974.87		$42.791.63		$239.884.28

Grant Award: $470,909.50

Grant Award: $470,909.50

Total:	$470,909.50
1st Qtr:	$0.00
Balance:	$470,909.50
Balance Check:	$0.00

Galveston County, Texas
Department Base Budgets
Fiscal Year 2026 Expenditures

2848 Fund: ***JJAEP Mandatory "P" Grant***
256100 Cost Center: ***Juvenile Justice***

2023 Actual Expenditure	2024 Actual Expenditure	2025 Adopted Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Adopted Budget
			54 Other Services and Charges				
61,417	60,249	75,000	75,000	5481000	Other Contract Services	75,000.00	75,000.00
61,417	60,249	75,000	75,000		**Subtotals:**	**75,000.00**	**75,000.00**
61,417	**60,249**	**75,000**	**75,000**		**Fund Cost Center Total:**	**75,000.00**	**75,000.00**
					TOTAL INCREASE/DECREASE:		**0.00**

Lopez, Betsaida

From: Lopez, Betsaida
Sent: Tuesday, August 5, 2025 3:47 PM
To: Monterrubio, Christian
Subject: FY2026 NSLP
Attachments: FY2026 NSLP RQ.pdf

HI Christian,

Please find attached our FY2026 Department Budget History and Request Expenditures for our National School Lunch Program.

If you have any questions, please let me know.

Thank you. 😊

Betsaida Lopez
Financial Analyst
Galveston County Juvenile Justice
6101 Attwater Avenue
Texas City, TX 77590
409-770-5904

Galveston County, Texas
Department Budget History and Request (Expenditures)
Fiscal Year 2026

2850 Fund: ***National School Lunch Program***
256100 Cost Center: ***Juvenile Justice***

2023 Actual Expenditure	2024 Actual Expenditure	2025 Approved Budget	2025 Amended Budget	Object	Description	2026 Base Budget	2026 Requested Budget
				54 Other Services and Charges			
970	0	3,000	3,000	5314301	Kitchen Supplies	3,000	1,500
196,187	203,301	201,426	201,426	5481199	Food Service Contract	201,426	201,426
197,157	203,301	204,426	204,426		Subtotals:	204,426	202,926
197,157	**203,301**	**204,426**	**204,426**		**Fund Cost Center Total:**	**204,426**	**202,926**
					Estimated $88,500 reimbursed by NSLP program:		**(88,500)**
							114,426

OBJECT BREAKDOWN
FY2026 Approved

Object	Description	Budgeted Amount	Program	Vendor
12022506100, Casework				
5436110	Outpatient Counseling	$432,374.12		
		$5,000.00	Medical/Dental Attention for kids in placement	
		$88,247.24	Gollaher	Gollaher
		$162,584.67	Oasis Program	Family Service Center
		$87,672.21	Individual/Group	Family Service Center
		$6,500.00	Life Skills Galveston	Walter Rowe
		$82,370.00	Violence Prevention Therapy	Family Service Center
		$432,374.12		
1202256118, Detention				
5481000	Contract Services	$423,446.47		
		$222,651.47	Medical Services	UTMB
		$10,795.00	Real-Time Room Check System	Guardian
		$190,000.00	Educational Services	DISD $184400, Summer School $5600
		$423,446.47		
1202256155, JJAEP				
5481000	Contract Services	$85,475.00		
		$475.00	Vape Yearly Maintenance	TBD
		$85,000.00	Educational Services	DISD 85,000
		$85,475.00		
2841256110/1, State Aid Grant				
5481000	Contract Services	$245,500.00		
		$20,000.00	Life Skills, Detention	Walter Rowe
		$13,600.00	Life Skills, TLC Day/Mainland	Walter Rowe
		$5,200.00	Life Skills, TLC Res	Walter Rowe
		$13,000.00	ART Program (Low, Mod, High)	Walter Rowe
		$5,000.00	Contract Services	Vickie Beshears
		$1,500.00	Adobe Acrobat Pro Subscription	Dell
		$25,000.00	Annual Camera Maintenance	TBD
		$5,000.00	Parent Support	Walter Rowe
		$40,000.00	Contract Services	Earnestine Sanders
		$27,000.00	Juvenile Tracking	E Hawk
		$85,200.00	Tele-Psychiatrist	ETBHN
		$5,000.00	Mindfulness Training	
		$245,500.00		
5495095	Training & Training Supplies	$92,000.00		
		$7,000.00	TLC Summer School	Walter Rowe
		$85,000.00	TLC Educational Services	DISD
		$92,000.00		

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*8.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Receive file FY2025 Sheriff Commissary Budget (Fund 2240) submitted by Sheriff's Office

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/19/25 3:36 pm

Galveston County Sheriff's Office

Jimmy Fullen, Sheriff

FY 2025
Fund: 2240 Commissary Operations

Re: FY 2025 Budget, Fund 2240 (Sheriff's Commissary)

To: The Honorable Mark Henry, County Judge, and members of the Commissioner's Court of Galveston County

Please accept this letter as notification establishing the FY 2025 budget for fund 2240 (Sheriff's Commissary)

This budget established expenditures related to all operating expenses of the Commissary and its services.

Should you have any questions or need additional information, please contact me

Sincerely,

Jimmy Fullen
Galveston County Sheriff

Galveston County Sheriff's Office

Jimmy Fullen, Sheriff

FY 2025
Fund: 2240 Commissary Operations

Fund/Cost Center	Object	Object Code Description	Total FY25
2240-211186	5417050	Commissary Expenses	$1,800,000.00
		Total Expenses:	$1,800,000.00

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*9.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorizing the contact information for the Unemployment Fund with the Texas Association of Counties, submitted by Human Resources.

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/20/25 1:52 pm

TEXAS ASSOCIATION *of* COUNTIES
UNEMPLOYMENT COMPENSATION GROUP ACCOUNT FUND

Member Contact Designation Form
Galveston County

CONTRACTING AUTHORITY

As specified in the Interlocal Participation Agreement, the person signing this represents and acknowledges that they are authorized to sign on the county or district's behalf.

Please list below.

Name	Mark Henry
Title	County Judge
Address	722 21st Street, Suite 200
City/Zip	Galveston, Texas 77550
Phone	409-766-2244
Fax	409-765-2915
Email	Mark.Henry@co.galveston.tx.us

PRIMARY CONTACT

Unemployment Compensation Group Account Fund main contact for daily matters pertaining to unemployment

Please list below.

Name	Angela Bleyle
Title	Assistant HR Director
Address	722 21st Street, 3rd Floor
City/Zip	Galveston, Texas 77550
Phone	409-770-5348
Fax	409-770-5351
Email	Angela.Bleyle@galvestoncountytx.gov

BILLING CONTACT

Responsible for receiving all invoices relating to Unemployment Compensation Group Account Fund products and services.

Please list below.

Name	Donna Green
Title	Senior Accountant
Address	722 21st Street, 4th Floor
City/Zip	Galveston, Texas 77550
Phone	409-770-5427
Fax	409-765-3252
Email	Donna.Green@galvestoncountytx.gov

Signature of County Judge or Contracting Authority **Date**

Please PRINT Name and Title

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*10.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of approval of LULAC 151 request for Dia de Los Muertos Fall Fiesta event on Saturday, October 25, 2025 on the grounds of 722 Moody Avenue, Galveston submitted by the County Judge

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:19 pm

League of United Latin American Citizens

LULAC Council 151
P.O. Box 3344, Galveston, Texas 77552

Robert Quintero
President
Vicky Gomez
Co-Chair
Roberto Torres
Co-Chair

January 8, 2025

Mark Henry
County Judge
Galveston County Courthouse
722 21st Street
Galveston, Texas 77550

Dear Judge Henry:

Galveston LULAC Council 151 is in the early stages of planning the 2025 Cinco de Mayo Fiesta and the 5th Annual Día de Los Muertos Fall Fiesta. We are requesting the use of the Galveston County Courthouse grounds for our events on Saturday, May 3, 2025, and Saturday, October 25, 2025. We plan to have live music, Folkloric Dancers, beverages, food booths, merchandise booths, and children's activities.

I will be happy to answer any questions you may have. Please feel free to contact me at 409-256-9602.

Your continued support is appreciated, and we look forward to hearing from you soon.

Sincerely,

Robert M. Quintero

Robert M. Quintero
Event Chairman
LULAC Council 151

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*11.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of approval of granting a reduction of a permit fee (Facility Permitting Policy, Section 5.1.2 and 5.1.3) for the Bayside Lions Club, for use of Bayshore Park for their second annual "Family Kite Fest" Saturday, October 11, 2025 and dates TBD in 2026 & 2027, presented by the Parks & Cultural Services Department

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/14/25 11:30 am

County of Galveston
Department of Parks & Cultural Services
4102 Main Street (FM 519) · La Marque, Texas 77568
Phone: (409) 934-8100 · Fax: (409) 621-7986

Bayside Lions Club
FY25 - FY27 Fee Reduction Request - Family Kite Fest
October 11, 2025 and dates TBD in FY26 & FY27 at Bayshore Park

5.1.2 Criteria for Requesting Reduction of a Permit Fee. The criteria for requesting such a reduction are:

i) Submit a written request to the Parks and Senior Services Department at least 90 days before the event;
ii) Describe the level of significant contributions the organization or agency has provided to a Galveston County park, Galveston County senior services and/or beach facilities, or the Galveston County community in the past year;
iii) Submit financial plans on the upcoming event, including all projected revenues and expenditures for the event;
iv) Submit background information regarding the organization or agency; and
v) Provide proof of current tax-exempt status or non-profit status, including IRS Form 990.*

Once all criteria are met, the Parks Department and Senior Services Department will submit the item to the Commissioners' Court agenda. Commissioners' Court will either approve reduction of the permitting fee or deny the
request. A member of the organization requesting the reduction of a permit fee may be present at the Commissioners' Court meeting.

5.1.3 Options and requirements for Fee Reduction:

i) Fees may be reduced by up to 80%, but not to exceed a $1,000.00 reduction in fees.
ii) Admission to events receiving reduced fees must be open to the public free of charge. While event sponsors may
charge for goods or services at the event, no admission or gate fee shall be charged.
iii) Galveston County must be identified as a sponsor of any event in which a fee is reduced. The County must be
recognized on any and all print media, banners, websites and in a place of prominence at event locations during the
event. Galveston County reserves the right to place a banner or signage at/in event grounds.
iv) Galveston County reserves the right to view sales and special event documentation at its request at any time.

Non-refundable user fees Amount:
Special Event Permit Fee for 100-300 attendees: $145.00
Electricity = $10.00
Grand Total = $155.00
Fee Reduction Amount: 80% of $155.00 = $124.00
Grand Total of User Fee Payment should reduction be approved: $31.00

*Please see attached request., $75.00 deposit is not included in fee reduction request.

Galveston County - Parks & Cultural Services
4102 Main Street
La Marque, TX 77568
Phone: 409-934-8102 Fax: 409-621-7986
Scheduling Invoice

Creation Date: Tue Oct 8, 2024

PAYEE: **Melissa Bryce**
PO Box 8401
Bacliff, Texas, United States
77518

Invoice #: 10711

Total Amount Due: $230.00

Amount Paid: $0.00

Balance Due: **$230.00**

Client #: 7463
Phone 2: (281) 433-2323
Status: Firm

Email: mlbryce25@gmail.com
Event: 2nd Annual Family Kite Festival

Phone 1: (806) 282-4086
Special Event: Yes

Please make checks payable to Galveston County Parks Department.

Facility Times

Facility Name	Description	Date	Time	Price
Bayshore Park - Facilities - Entire Park				
Special Event (100-300 persons) - $145.00 Flat Rate				
		Sat Oct 11, 2025	07:30AM - 10:30AM	$145.00
			Facility Subtotal:	$145.00
			Total:	$145.00

Services

Service Name	Description	Qty	Date	Time	Price
Deposits - All - Public/Special Event/Company Picnic					
101-300 Attendees - $75.00 Flat Rate (Per Unit)					
Stand Alone Service					
		1	Sat Sep 13, 2025	09:00AM - 04:00PM	$75.00
				Service Subtotal:	$75.00
Fees - All - Electrical Outlet					
User Fee - $10.00 Flat Rate (All Units)					
Bayshore Park - Facilities - Entire Park					
		1	Sat Oct 11, 2025	07:30AM - 10:30AM	$10.00
				Service Subtotal:	$10.00
Security - All - Open to Public					
Paid in cash - $0.00 Flat Rate (Per Unit)					
Stand Alone Service					
		1	Sat Sep 13, 2025	09:00AM - 04:00PM	$0.00
				Service Subtotal:	$0.00
				Total:	$85.00

Transactions

There are no transactions to display for this Invoice...

Comments

Thank you for booking with Galveston County Parks & Cultural Services. We are open M-F from 8am-4:30pm and closed on County holidays. If you have any issues after-hours or on the weekends, please call 409-996-9883. Please note that payment for invoices for indoor/outdoor facility rentals and special events are due 30 days prior to your event. Credit/ debit card transactions incur either a 2.2% or $3.95 convenience fee (whichever is greater). Cancellations on unpaid balances will begin 25 days before the event date.

Subtotal:	$230.00
Total:	$230.00
Amount Paid:	$0.00
Balance Due:	**$230.00**

Powered by Univerus Rec

Date Viewed: Tue Aug 12, 2025 @ 10:46AM (CDT)

Bayside Lions Club
P.O. Box 8401 Bacliff, Texas 77518
Serving Bacliff, San Leon & Bayview
Federal Tax ID 87-2630299

"WE SERVE"

August 11, 2025

Ms Martha Lee
4102 Main St
La Marque, Texas 77568

Dear Martha,

Thank you for your help with this event. Covid sounded the death knell of our beloved circus, a signature event for the Bayshore community for many years. Ever since, we have search for a replacement that would offer children's entertainment and encourage family interaction. We believe The Bayside Family Kite Fest does just that. We are requesting that Commissioner's Court will allow The Bayside Lions to reserve Bayshore "Spillway" Park for this second annual event, to be held October 11, 2025 from 11am – 3 pm for the convenience of the residents in the Bacliff and San Leon communities. We will provide free kites/string for children age 12 and under; have retained members of a professional kite flying organization to perform demonstrations and the Lions will sell food concessions. Our intention is for this to continue to be an annual event.

You asked that I explain how the Lion Club helps the community. Lions believe we can change the world by addressing the needs of our community. And we address those needs in so many ways and always with kindness and care. To name recent activities some on our current calendar:

1. We are all volunteers and 100% of fund raised are returned to the community.
2. We supply and maintain the American Flag that flies near the intersection of Hwy 146 and Grand Ave. at an annual cost of nearly $2000.00.
3. We do monthly vision screening of the uninsured at the Lighthouse Christian Ministries, identifying those needing vision correction and then facilitating their receiving a doctor's exam and eyeglasses at no charge.
4. We have a route of 23 optical businesses where we routinely collect used eyeglasses for recycling. (approx. 10,000-12,000 a year)
5. We make financial donations to the local VFDs and have given scholarships to volunteer firemen to further their training.
6. We offer scholarships to local high school graduates – for higher education or career training,
7. We partner with BVFD to sponsor the annual Christmas Parade and visits to Santa, distributing approximately 300 gifts to children who attend.
8. We deliver prepared Thanksgiving meals to senior shut-ins in the community.

9. We participate in Halloween on Grand.
10. In November we will prepare and serve a meal at the Ronald McDonald House in Galveston.
11. Some of our members do weekly Food Bank deliveries to residents without transportation.
12. We serve free pancake breakfasts to residents of Bacliff and San Leon twice a year.
13. In March we will sponsor a Health Fair with a focus on drug awareness, diabetes, First Aid training and vision assistance.
14. And we host an annual Easter Egg Hunt for the children.
15. Finally, as I mentioned in the beginning, we work to respond to the needs of the community and this year, following Hurricane Beryl, we secured $13,500.00 in grants to help the residents of Galveston County recover. We distributed nearly 7000 lbs. of meat and boxes of non-perishables to restock freezers and pantries for those who suffered losses. We purchased two chainsaws to help residents remove fallen trees from their homes.

I hope you see value in our service and will consider our request. I invite you and the members of commissioner's court to visit our meetings and/or offer your financial support. We meet the 2nd Wednesday of each month at 6:30 pm at the JP Court Building in Bacliff.

If you have further questions or need additional information, please contact me at mlbryce25@gmail.com or 806-282-4086.

Your truly,
Lion Melissa Bryce
President, Bayside Lions Club

Galveston County Parks & Cultural Services
4102 Main Street (FM 519), La Marque, TX 77568
Office Hours: Monday-Friday; 8am-5pm
www.galvestoncountytx.gov

PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION

FIRST TIME EVENTS: It is recommended to schedule a meeting with the Rental Supervisor to discuss the application in detail for first time applicants. Please call (409) 934-8102 to make arrangements.

Set-Up Date: October 11, 2025 Start time: 9:00 am End Time: 11:00 am

Event Date(s): October 11, 2025 Start time: 11:00 am End Time: 3:00 pm

*Event Date(s): _____ Start time: _____ End Time: _____
(Two-day event) / add additional line for 3+ day event

Break-down Date: October 11, 2025 Start time: 3:00 pm End Time: 5:00 pm
Reservations can be made 24 months in advance for any public event, special event or company picnic.

Park Requested: Bayshore Spillway Park

*Facility/Facilities Requested: Pavillion and fields

*including but not limited to: pavilions, gazebos, sports fields, cabanas, bunkers, restrooms, etc.

Type of event:
- _X_ Fair/Festival
- _____ Circus/Carnival
- _____ Wedding
- _____ Concert
- _____ Other: _____
- _____ Parade
- _____ Company Picnic
- _____ Race/Fun Run
- _____ Demonstration/Rally
- _____ Event exceeds facility capacity
- _____ Amusement request

*Estimated # attending event: 275 (include vendors, staff, volunteers and participants)

Descriptive summary of the event (attach additional sheets if necessary):
Family Kite festival with concessions and children activities

Event Name: Bayside Lions Family Kite Fest

Name of Applicant: Melissa Bryce (Photo ID req. / age 21+)

Company Name (if applicable): Bayside Lions Texas

Individual/Tax-Exempt For-Profit or Commercial: Tax Exempt Charity #87-2630299
(attach proof of current tax-exempt/non-profit status, including IRS form 990)

Mailing address: PO Box 8401

City: Bacliff State: TX Zip: 77518

Email address: mlbryce25@gmail.com

Cell Phone (806) 282-4086 Other Phone ( ) _____

Event Day Contact Name: Melissa Bryce Phone (806) 282-4086

Certain indoor facilities have additional amenities for rent. Please see page 7 and use the checklist below if you would like to rent:

_____ PA System (Add $50.00)

_____ Podium (Add $10.00)

_____ *Set-Up & Break Down of Tables/Chairs
(Add $250 for large facilities or $125 for small facilities)
*Lay-out required

Galveston County Parks & Cultural Services
4102 Main Street (FM 519), La Marque, TX 77568
Office Hours: Monday-Friday; 8am-5pm
Email: Program-info@co.galveston.tx.us

PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION
PAGE 2

Is the event being sponsored, co-sponsored or supported by another organization or group? If yes, attach a list of supporting organization(s) and describe their role. ____ YES __X__ NO

Will gate, admission or registration fees be charged? ____ YES __X__ NO
If yes, attach a list of proposed fees and their purpose and also see section 5.1.4 of Facility Permitting Policy.

How will the event be promoted?
____ TV Ads ____ Newspaper Ads ____ Radio
__X__ Flyers/posters __X__ Billboards __X__ Internet
__X__ Facebook Other: ____

Event website: ____

REQUIRED ATTACHMENTS - Use the blank space as a check list before submitting your application to the Rental Supervisor.

____ **Event Location Layout** - Please list the proposed event location and attach a map of the proposed logistical layout for your event.

____ **Event Parking -** What parking arrangements have been made for your event? If you are using alternate parking lots, an approval letter from the property owner must accompany this application.

Event Set-Up Parking Area: Paved parking areas

Event Participant Parking Area (vendors, staff, volunteers, media): Paved parking area

Event Attendees: Residents of Bacliff and San Leon

Grass Parking - If you are requesting to utilize a grass parking area, what will you do in the event of inclement weather?

__X__ **Event Size:** 260 # of Participants 15 # of Staff/Volunteers
____ # of Spectators 275 **Total Number of Attendees**

__X__ **Event History:** Is this a first time event? ____ YES __X__ NO
Is this an Annual Event? __X__ YES ____ NO
How many years in existence? 2 YEARS
Previous Name(s) of Event: ____
If your previous year's application is on file, are there any changes from the previous year? List: Yes - contact information

REQUIRED ATTACHMENTS - Continued

__x__ **Activities and Entertainment** - Please attach a list of scheduled activities and entertainment with times (i.e. bands, contests, arts & crafts show, cook-off, performers, etc.).

Professional kite flying demonstration 11:00 am

__na__ **Structures** - Please check all structural elements that apply.

_____ Tent(s) _____ Booth(s) _____ Table(s) _____ Chair(s) _____ Stage(s)

_____ Fencing _____ Light Tower(s) _____ Generator(s) _____ RV(s)

_____ Other(s), please list:_____

__x__ **Utilities**

Will you need electricity? __x__YES _____NO (see page 9, item #13)

Electricity for: PA system and concessions

Will you need access to water? __x__YES _____NO

Water for: Concessions and health dept regulations

_____ ***Portable Toilets:** Indicate the number of portable toilets you will have at your event. The closure of free-standing park restrooms may be required depending on the # of participants expected. Minimum of (1) per one hundred (100) participants is required.

_____ # of Regular _____# of ADA

When will they been delivered?_____
*For multi-day events, servicing of port-a-lets is required!

__x__ ***Event Clean-Up/Trash:**

Who is responsible for the event clean-up? Bayside Lions

Contact Phone Number: 806-282-4086

Will your event have a dumpster? __x__ YES _____ NO

What size? 4 yd When will it be delivered? Oct 10

Recycling: Do you have a plan for recycling for the event? If so, please describe:

no

*Galveston County Parks & Cultural Services may be able to donate a limited number of trash can liners and extra toilet paper to the event, depending on available supplies.

Galveston County Parks & Cultural Services
4102 Main Street (FM 519), La Marque, TX 77568
Office Hours: Monday-Friday; 8am-5pm
Office Phone 409-934-8101 Fax: 409-621-7986

PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION

REQUIRED ATTACHMENTS - Continued

__X__ **Food/Beverages:** Please indicate all food/beverage elements that apply:

__X__ Sale of food/beverages _____ Distribution of food/beverages

A Health Permit is required for each vendor selling or distributing food/beverages.

_____ Sale of Alcoholic beverages _____ Distribution of Alcoholic beverages

You must obtain a TABC Permit for the sale/distribution of alcoholic beverages and will need permission from the Galveston County Parks & Senior Services Division to obtain your permit, if required.

Please state your plan(s) to keep others from bringing alcoholic beverages into your event and to keep patrons from taking alcoholic beverages out of the event.

_____

_____

_____ **First Aid Plan:** Will you have a first aid station on-site? __X__ YES _____ NO

What are your plans for a minor/major emergency? Bacliff and San Leon EMS

_____

_____

Does your event layout provide for emergency vehicle access? __X__ YES _____ NO

_____ **Insurance Requirements:** Public liability and property damage insurance is required for all athletic user groups, amusement vendors (i.e. moonwalks), special event organizers Producing events that are open to the public , and for-profit commercial vendors, otherwise known as "vendor" in the amounts set forth below. Insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions insuring the public from any loss or damage that may arise to any person or property by reason of the acts or omissions of the vendor.

Vendor shall at its own expense be required to carry the following minimum insurance coverage:

- For damages arising out of bodily injury to or death of one person in any one occurrence – one hundred thousand and no/100 dollars ($100,000.00);
- For damages arising out of bodily injury to or death of two or more persons in any one occurrence – three hundred thousand and no/100 dollars ($300,000.00);
- For injury to or destruction of property in any one occurrence – one hundred thousand and no/100 dollars ($100,000.00);
- Alcohol - If alcoholic beverages are sold, served, or allowed to be consumed during the event, the insurance certificate must state specifically that it also covers any losses resulting from the consumption of alcohol at the event.

INSURANCE - Continued

Certificate Holder:
The Certificate Holder is: The County of Galveston, 722 Moody (21st Street), Galveston, TX 77550

Additional Insured Required:
The County of Galveston shall be named as additional insured on policies listed in subparagraphs above and shall be notified of any changes to the policy(ies).

General requirements:

- Insurance is to be placed with insurers having a Best rating of no less than A.
- The vendor shall furnish the County with certificates of insurance and original endorsements affecting coverage required by these insurance clauses.
- The insurance certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf.
- Proof of insurance must be provided at least five (5) business days before the start of the event, athletic season, or first permitted date, or the permit/event will be cancelled.
- The County reserves the right to pursue other remedies permitted by law or in equity.
- In no event shall the County be liable for any damage to or destruction of any property belonging to the event organizer/vendor unless specified in writing and agreed upon by both parties.

X **Security:**
The applicant is responsible for adequate security for the permitted event, including crowd control, emergency response access and safeguarding the applicant and park property.

Galveston County Parks & Senior Services requires that: Uniformed "Texas Commission Law Enforcement Officers Standards and Education" (TCLEOSE certified Peace Officers, with the exception of reserve Peace Officers, employed by Law Enforcement agencies located within Galveston County are required for any Public, Special Event, or Company Picnic at which alcohol is present, or any Public, Special, Private Event or Company Picnic with an estimated attendance of 100 or more (including vendors, staff, volunteers, etc.), or events where an admission fee is charged or has live music, bands, or a deejay. Such Peace Officers must also be present at any Event in which, in the opinion of the Director, the anticipated attendance or the planned activity may affect public health or safety. Requirements are listed below. The minimum number of Peace Officers required is two for the first 100 people in attendance; of the two, one of the required Peace Officers must be a TCLECOSE Certified Galveston County Sheriff's Deputy or a Galveston County Constable. If an Event exceeds the attendance as defined below, one additional Officer for each additional 100 people in attendance is required. The Park Patrol Security Supervisor may require additional peace officers, if in their opinion, it appears such additional officers are warranted and can do so at a Minimum of up to 24 hours in advance of the Event. Security is paid when the event begins (not during set-up) until the last event attendee leaves the facility. If officers arrive and the event has already begun, payment for each officer will be due according to the hours of the permit (retroactive).

SECURITY - Continued

It is the Applicant's responsibility to make arrangements for Security by contacting the Park Patrol Security Supervisor, during normal business hours (M-F; 8am-5pm) at either (409) 934-8122.
Arrangements for Security under normal circumstances should be made 30 calendar days in advance.

NO ALCOHOL AT THE EVENT	EVENTS WITH ALCOHOL
1-199 = 1 Officer	1-199 = 2 Officers
199-299 = 2 Officers	199-299 = 3 Officers
300-399 = 3 Officers	300-399 = 4 Officers
400-499 = 4 Officers	400-499 = 5 Officers

mlb Initial - **Event Notification:** The applicant understands that they may be required to serve notices to residents and/or businesses in the area where the event will be held and furnish proof to the Department (initial on line).

_____ **Street/Lane Closures:** Are you requesting any street/lane closures? ___YES__X__ NO

Please list any street/lane closures you are requesting and attach a map:

_____

_____

See next page for a schedule of fees

Special Event Permit Fees: Fees for these permits are based on the number of people projected to be attending the event and whether or not gate/admission or registration fees are charged. Depending on the site, parks may include outdoor picnic shelters, outdoor pavilions and other outdoor amenities. Special Event Applications must be submitted at least 90 calendar days in advance of the event date and are made on a first-come, first serve basis.

OUTDOOR (PARKS AND AMENITIES) - PARK USER FEES AND DEPOSITS / Parks Open 7:30am-10pm

Attendance	User Fees	User Fees	Deposit
	Individual/Tax-Exempt	**Commercial/For Profit**	
Events with 100 persons or less in attendance	$70	$140	
101-300 persons	$145	$230	$75
301-500 persons	$345	$700	$200
501-2,000 persons	$575	$1,150	$700
2,001-5,000 persons	$700	$1,400	$1,700
5,001 or more persons	$700	$1,400	$2,700
Events with gate/admission or registration fee	$1.00 per person (see FPP, section 5.1.4)	$1.00 per person (see FPP, section 5.1.4)	Use attendance to determine

INDOOR - FACILITY USER FEES AND DEPOSITS / Facilities Open 8am-10pm

Center and Capacity	User Fees	User Fees
	Individual/Tax-Exempt	**Commercial/For Profit**
Walter Hall Pavilion Bottom Floor (300)	$85.00 per hour, three hour minimum/ $400 Deposit	$170.00 per hour, three hour Minimum/ $400 Deposit
Wayne Johnson Community Center (300)	$85.00 per hour, three hour minimum/ $400 Deposit	$170.00 per hour, three hour Minimum/ $400 Deposit
Bayside Community Center (200)	$85.00 per hour, three hour minimum/ $400 Deposit	$170.00 per hour, three hour Minimum/ $400 Deposit
Dickinson Community Center (100)	$50 per hour, no hourly minimum/ $250 Deposit	$80.00 per hour, no hourly minimum/ $250 Deposit
Pioneer House (75)	$50 per hour, no hourly minimum/ $250 Deposit	$80.00 per hour, no hourly minimum/ $250 Deposit
Walter Hall Pavilion Top Floor (25)	$20.00 per hour, no hourly minimum/ $250 Deposit	$40.00 per hour, no hourly minimum/ $250 Deposit
Events with gate/admission or registration fee	$1.00 per person (see FPP, section 5.1.4)	$1.00 per person (see FPP, section 5.1.4)

ADDITIONAL FEES, IF APPLICABLE	
Set-Up/Break-Down	$250 for 140-300 capacity & $125 for all others
Overtime Hours:10pm-8am & County Holidays	Additional hour fee $25.00 per hour
PA System	$50.00
Podium	$10.00

SPECIAL EVENT CONTRACT: The undersigned applies for a special event permit and agrees to the regulations listed below as established by the Galveston County Department of Parks and Cultural Services.

1. Please have your Permit in possession during your use of the permitted facility.

2. The layout approved for this event denotes the permitted activities and must be followed in the staging and placement of parking, concession stands, booths, inflatables and amusements, trash receptacles, portable restrooms, performance staging and other support amenities. Any deviation from the approved layout, except in the instance of minor on-site adjustments must receive permission from the Parks Supervisor or their representative.

3. No motorized vehicles may be driven upon or parked on turf areas or sidewalks unless approved in the layout.

4. Cancellations: If applicant wishes to cancel the event, the notification must be given in writing at least 30-calendar in advance. Failure to comply with these deadlines will result in the forfeiture of user fees. Cancellations may be charged a $30 administrative fee.

5. Concession Stands, exhibit booths, tents, awnings, and/or similar support structures may not be attached to, set against, or situated so as to damage any wall, column, tree, post, light standard or any other park amenity.

6. Deposits: The Permit Holder must leave the facility in good or better condition that existed before the event. Following the conclusion of the event all or part of the deposit may be refunded, depending upon the condition in which the facility are left. If the facility is damaged or not thoroughly cleaned, the Permit holder agrees, as a condition of the issuance of the Permit to pay such additional charges as are assessed by the Department. Permit Holders are responsible for damage to any furniture, equipment, and building along with the surrounding grounds. Deposits must be made by check or money order within 30 days of the day the reservation is made and will be deposited. Following the event, a refund check will be issued to the permit holder approximately 45-60 days after the conclusion of the event (if applicable).

7. Trash: Applicant agrees to pick up trash and litter during and after all events. Events are required to remove bags of trash from the Site the same day as the event. Failure to remove trash/litter may result in forfeiture of all or part of the Applicant's deposit. In addition, the Applicant may be responsible for other costs incurred by the Department for the removal of trash/ litter from the site.

8. Recognized Holidays & Other Unavailable Dates: Indoor facilities cannot be permitted on County holidays. County holidays are: New Years Day, Good Friday, Easter Sunday, Veterans Day, Thanksgiving Day, the day after Thanksgiving, Christmas Eve and Christmas Day; the facility may not be available the Friday prior or Monday after the holiday in accordance with the County's Holiday schedule. County Holidays are subject to change. Martin Luther King, Jr. Day, Memorial Day, July 4th and Labor Day will be available to permit subject to staff availability and with an additional overtime rate of $25.00 per hour.

9. No banners, flags, temporary signs, or similar visual effects may be attached to lights, sign posts, trees or secured by stapling, taping, nailing, or other means that may cause damage to park structures or amenities. Rice, birdseed, confetti, silly string, pinatas and glitter are not allowed.

10. Permits that extend beyond park hours are subject to an overtime fee.

11. No glass containers are allowed.

12. All electrical connections and hook-ups installed by the applicant must meet appropriate safety and city or county code requirements. Special event permits are issued for the use of existing electrical systems and outlets only. If the existing electrical system does not meet the event's needs, then the applicant must contract this service with a firm/individual who has a Master Electrician/Electrical Contractor License issued by the City within the park/facility boundaries fall. Such contractor will be responsible for obtaining the necessary permit(s), as well as installation and removal of any temporary power source per article 305 of the National Electrical Code and any city or county codes that pertain. Total amperage required by the applicant may not exceed safe capacity of existing park service. A copy of the electrical permit must be provided before any temporary electrical connection is made.

13. Existing faucets or hose bibs may be used for water connections, but no temporary connections or modifications to the park's water supply may be made without prior approval.

14. Adherence to the date and time allotments of this application/permit are mandatory, and is inclusive of set-up, strike and clean-up.

15. Please note that should the County need to utilize the park for any reason, Applicant will be given notice at the earliest opportunity and User Fees will be refunded.

16. Failure to abide by any of these General Conditions will automatically revoke the Permit and cancel the Reservation. All policies and fees in this application are subject to change.

17. Permit holder is responsible for obtaining any noise/sound or additional permits are required by the City that the event is held in.

18. For Public, Special Events, applicants for permits must submit a "Special Event Reservation/ Application" Form. The completed "Special Event Reservation/Application Form" must be submitted to the Permit Office at a minimum of 90 calendar days in advance but not more than two years in advance. Deposit payments are due within 30 days of the day that the reservation is made. The Applicant will be required to pay 100% of the required Site Reservation User Fees, and other Fees as determined by the Permit Office as being applicable to the special event, thirty (30) calendar days prior to the event date unless the applicant is granted a full or partial refund under the requirements of section 2.1 or the event is categorized under section 5.1.4 "Gate Fees". Gate fee applicants shall pay required fees at the conclusion of their event.

19. No "Outdoor Special Event" with attendance of 500 or more will be held within 30 calendar days of another "Outdoor Special Event" within the same park location.

20. Sites and Facilities are limited. For this reason, reservations should be made as far in advance as is reasonably possible. Public, special events and company picnics can make reservations up to 24 months in advance.

21. All Reservation Application Forms must include a valid telephone number, email address if available, cell phone number and/or fax number as alternative means of contact. Facility and/or User Reservation Fees for both indoor and outdoor facilities and/or grounds are to be paid by Cash, Personal Check, Cashier's Check, Money Order and if applicable by Credit Card (Visa, MasterCard, Discover, etc.) made payable to the Galveston County Parks & Cultural Services Department. Personal checks are only accepted more than 30 calendar days in advance of a reservation. If less than 30 days, cash, cashier's check, money order, or credit card payment is required.

22. For indoor facility rentals for either private or public/special events and company picnics, following the conclusion of the Event if the Facility, or Grounds is damaged or if the Facility, Grounds area is not thoroughly cleaned, the Permittee agrees, as a condition of the issuance of the Permit to pay such charges as are assessed by the Department. If a dispute arises out of or relates to the breach of this Agreement, and if the dispute cannot be resolved through negotiation, then the County and Permitee agree to submit the dispute to mediation. In the event that the County or Permitee desire to mediate any dispute, that party shall notify the other party in writing of the dispute it desires to mediate. Within thirty (30) days after receipt of the written notice of the dispute and the request to mediate, the parties shall attend a mediation conducted by a mutually agreeable mediator. If the parties do not achieve a resolution of the dispute by mediation, within ten (10) days after the mediator declares an impasse, either party may make a written demand for binding arbitration by an impartial and unbiased arbitrator. Mediation is a condition precedent for the filing of suit by the aggrieved party. The demand for arbitration must describe the dispute and the factual basis for the dispute in reasonable detail. The parties may agree, in writing, to appoint an impartial and unbiased arbitrator to hear the dispute. In the event that the parties are unable to agree on the appointment of an arbitrator, either party may file suit in either the county court-at-law or the district court of Galveston County to request appointment by the court of an impartial and unbiased arbitrator to hear the dispute and a referral of the case to the appointed arbitrator to conduct a binding arbitration. The arbitration shall be conducted according the Commercial Arbitration Rules and Mediation Procedures (Including Procedures for Large, Complex Commercial Disputes) of the American Arbitration Association which are in effect on the date of the demand for arbitration is received by a party, except to the extent of a conflict with this Agreement.

23. Cleaning and Trash For Indoor Facility Rentals: Permit Holders are responsible for the cleaning of the facility and Permit Holder is allowed to contract cleaning services but must remain on premises until cleaning is complete. Permit Holder agrees to mop and sweep all rooms including banquet rooms, bathrooms, kitchens and entryways and return tables and chairs to proper locations. Trash cans, bags, mops, brooms, mop bucket and cleaning supplies are provided. Trash cans are for use for trash only. County staff will inspect the facility immediately following the event. If the facility is not satisfactorily cleaned, Section 2.9 of the Facility Permitting Policy will apply.

Galveston County Parks & Cultural Services
4102 Main Street (FM 519), La Marque, TX 77568
Office Phone: 409-934-8101 Fax: 409-621-7986
PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION

24. Cleaning and Trash For Outdoor Facility Rentals, the Permittee must pick up trash and litter during and after all Events. Events where in excess of 100 persons are in attendance will be required to remove bags of trash from the Site the same day of the event. In the event that trash is not removed, the permittee may be responsible for other costs incurred by the Department for the removal of trash and litter from the Site.

25. The Applicant must provide for the Event, at no additional charge to the public, an adequate number of portable toilets (one per 100 attendees), including a proper ratio of such toilets that meet the Americans with Disabilities Act specifications (ADA).

26. The Permittee may use for the Event any electrical outlets that currently exist at the Site at a cost of $10.00 per outlet. It is the Permittee's responsibility to contact the Department at least 72 hours before the Event to ensure that the electrical power is turned on. If the Event takes place at a Site where no electrical outlets are currently in place or if the Permittee has additional electrical requirements, it will be the Permittee's responsibility to safely provide for the Event's additional needs.

27. Any misrepresentation of the signed special event application or failure to meet the requirements set forth herein will result in retention of the deposit fee.

Melissa Bryce
Applicant's Name

Melissa Bryce
Applicant's Signature

August 11, 2025
Date

Checklist / Notes:
For Office Staff Only:

Staff Initials:_____ Permit #:_____

Deposit Fee Paid:_____ Method of Payment: Cash MO#_____
Date:_____ Check#_____ CC

User Fee Paid:_____ Method of Payment: Cash MO#_____
Date:_____ Check#_____ CC

Initial Meeting Date:_____ On-Site Meeting Date:_____

Routed to Internal Departments: _____ Parks _____ GCSD _____ GCFR

_____ Permit Office _____ Director

Rental Supervisor Checklist

Layout:_____ Event Parking:_____ Activity Listing:_____ TABC Permit:_____

Insurance:_____ Sound Permit:_____ Security Scheduled:_____

Street Closure Map:_____

GCPD Staff in charge:_____ Cell:_____

_____ Event Notes: Emailed On:_____

Route to Rental Supervisor for signature and final review _____

Rental Supervisor Signature:_____ Date:_____

NOTES/SPECIAL REQUESTS:

Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

DISTRICT 2S4 LIONS CHARITIES
PO BOX 2149
GALVESTON, TX 77553

Date:
12/07/2021
Employer ID number:
87-2630299
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
June 30
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
September 14, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053659003681

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)
Catalog Number 35152P

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

DSP Insurance Services, Inc.
1900 E. Golf Rd., Ste. 225
Schaumburg, IL 60173

CONTACT NAME: Bryan Adams
PHONE (A/C, No, Ext): 1-800-316-6705 FAX (A/C, No): 847-934-6186
E-MAIL ADDRESS: lionsclubs@dspins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: ACE American Insurance Company	22667
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Bacliff/San Leon Bayside Lions Club (District 2-S4)
Bacliff Texas

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY							
	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR			HDOG48914445	09/01/2024	09/01/2025	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Agg. Per Named Insured is $2,000,000						MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 10,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
	X POLICY PRO-JECT LOC							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS			ISAH10835549	09/01/2024	09/01/2025	BODILY INJURY (Per accident)	$
	X HIRED AUTOS / X NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) N/A						E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above:
October 11, 2025

Bayside Lions Family Kite Fest
The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.
***
The County of Galveston

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER

The County of Galveston
722 Moody (21st Street)
Galveston Texas 77550

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*12.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorization for the County Judge to sign contract for election services between Dickinson Independent School District and the Galveston County Election Division submitted by the County Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:07 pm

Contract for Election Services

Local Entity Countywide Vote Center Elections

This Contract is made and entered into this 14th day of August 2025 by and between Hon. Dwight D. Sullivan, County Clerk and County Election Officer for Galveston County (herein known as "Galveston County") and Dr. Rebecca Brown on behalf of Dickinson ISD ("Entity").

This Contract is being entered into pursuant to Texas Election Code, Chapter 31, Subchapter D for the purpose of ensuring that Galveston County and the Entity understand the tasks each is to perform in connection with the following election and any subsequent runoff election, to-wit:

Purpose of Election: Voter-Approval Tax Rate Election

November 4, 2025
Election Date

TBD BY TEXAS SOS
Runoff Election Date

Early Voting will be held on **October 20- 24, 2025** from 8 a.m. to 5 p.m., **October 25, 2025** from 7 a.m. to 7 p.m., **October 26, 2025** from 1 p.m. to 7 p.m. and **October 27th – October 31st, 2025** from 7 a.m. to 7 p.m. On Election Day, the polls will be open from 7 a.m. to 7 p.m.

1. **Duties and Services of Galveston County.** Galveston County shall be responsible for performing the following duties and furnishing the following services and equipment in connection with the election and any subsequent runoff election.

1.1. Program, or arrange to have programmed, the ballot.

1.2. Arrange to have published the legal notices of the first test of the electronic tabulating equipment as provided in Texas Election Code §127.096 and conduct all required tests of the electronic tabulating equipment under Texas Election Code §§127.096-127.098 and §§129.021-129.023. The first test shall be conducted at least five days prior to the election where possible. In addition, it will be performed during normal business hours and open to the public.

1.3. Provide all election services, as required by law, for all portions of Galveston County.

1.4. Provide technical and equipment support for the electronic poll pads, voting machines and equipment being provided to the Entity. In the event there is an equipment failure Galveston County shall try to remedy the problem over the phone. If unable to do so, will dispatch to locations within Galveston County the appropriate technical support personnel and equipment to correct the failure.

1.5. On behalf of the Entity, obtain Official Voter Registration lists from the Voter Registrar to be used during Early Voting and on Election Day.
[See Section 2.3 below]

1.6. Provide Ballot by Mail services for the Entity.

1.7. Hire Judges, Alternate Judges, and clerks to serve as election workers at the various polling locations. Workers will be paid in accordance with Section 5 of this contract and will be required to complete election training (at the discretion of the Elections Division) as a prerequisite for serving. Workers will be paid for attending training.

1.8. Select the countywide vote center polling locations in coordination and assistance with the Entity and with the approval of Galveston County Commissioners' Court. Entity will be required to provide voting locations as may be needed within their jurisdiction. Polling locations must be in compliance with Chapter 43 of the Texas Election Code.

1.9. Provide the Entity ***and where possible the candidates running for office,*** a sample ballot for them to proof and approve or provide corrections.
[See sections 2.6 and 2.7 for related information]

****The Entity will be responsible for providing Galveston County with the email and contact information for each candidate who will be on the ballot.***

1.10 As required by §67.017(b) and the Secretary of State's Office, Galveston County will provide all reports needed to the Entity so they can submit precinct-by-precinct reports no later than the 30th day after Election Day.

For additional Duties of Galveston County see section **(5) Fee Schedule of Galveston County** below.

2. Duties and Services of the Entity. The Entity will be responsible for performing the duties and services set forth in this section and will consummate this contract **on or** before **July 31, 2025**. Contracts submitted after this date will require a $500 fee, which ***will be non-refundable regardless of whether the Entity cancels its election.***

2.1. Prepare and submit any required submissions to the U.S. Department of Justice under the Federal Voting Rights Act of 1965 for its election and runoff election.

2.2. Publish notices of the election in accordance with Section 4.003(a) of the Texas Election Code.

2.3. Provide Galveston County with the Entity's requirements for Official Voter Registration lists for early voting and Election Day.

2.4. In accordance with Texas Election Code §4.008 as amended, deliver written notice of the election to Galveston County.

2.5 It is understood that the Entity may need to modify its election order after **August 22, 2025**, to reflect the actual early voting and Election Day polling locations once the final determination has been made as to which entities will actually be holding an election.

If the Entity wishes to select additional polling locations within its footprint, it will submit a list and the contact information for each facility to Galveston County by **July 31, 2025**. Regardless of who selects the polling locations the Entity shall comply with Texas Election Code §43.062, and shall notify prospective voters of the new location by placing a notice at the old polling location and a notice at the new polling location.
[See Section 1.7 for additional information on the selection of countywide polling places]

2.5. Provide to Galveston County the language for any ballot propositions, the names of election contests, the names of candidates, as they are to appear on the ballot, a copy of a sample ballot, ballot draw information and a completed "Requirements to Program the Ballot" form. These materials will be provided in an electronic form to Galveston County by **no later than August 25, 2025**. All language on the ballot must be provided in both English and Spanish in a MS Word format. Any other languages required by law, must also be provided in a MS Word format as well (e.g., Harris County, Chinese and Vietnamese). In addition, the Entity will collect and provide to Galveston County the names, addresses, phone numbers and email addresses of all the candidates who are to appear on its ballot. This information will be used to send candidates copies of the ballot proofs for their review. ***[See Section 1.8]***

2.6. Return to Galveston County, by **September 11, 2025 12 p.m.**, confirmation that the sample ballots Galveston County has prepared and provided to the Entity are satisfactory or provide changes that need to be made. Galveston County intends to conduct the L&A test on the Entity's ballot no later than **September 16, 2025 at 9a.m.**

The Entity shall have a representative present during the testing who will sign an affidavit signifying the ballot proofs are accurate and acceptable to the Entity. If unable to attend, a representative may send a signed electronic response approving the ballot. ***[See Section 1.8 for related information on ballot proofing]***

2.7. Galveston County will be conducting elections for numerous Entities on the same day. The parties understand that each election has its own challenges and requirements and that failure to provide the information outlined in Section 2 of this contract by the dates specified will place an undue burden on Galveston County that may hinder the ability to provide the services to the Entity in a timely and accurate manner. ***Should the Entity miss the deadlines, and/or fail to notify the County of any special circumstances (e.g., adding portions of another county to their election, additional languages required, or unopposed candidates on the ballot) there may be additional charges incurred, up to $1,000.00 and additional labor and material costs, to be determined by the Chief Deputy of Elections. Should Galveston County be unable to provide the services in a timely and accurate manner the Entity, to the extent allowed under the Constitution and Laws of the State of Texas, shall hold Galveston County and employees harmless from any election errors and corresponding liability and/or damages that may result, including but not limited to the costs incurred related to an election contest and/or the need to conduct a subsequent election.***

2.8. Unless otherwise stipulated, Galveston County will transport or have the Presiding Election Judges transport on its behalf, the voting machines and equipment to and from the Entity's early voting and Election Day voting locations.

2.9. Monitor, with the assistance of Galveston County, the overall conduct of its election in Entity's jurisdiction including the observation of the tabulating of the results.

2.10. Entity to pay a **$125** fee per early voting and Election Day polling locations within its jurisdiction for additional support staff to provide the Entity and its Judges election support services throughout the term of this contract.

3. **Cancellation of Contract:** Except for contracts consummated after **July 31, 2025**, the Entity may cancel this contract without incurring any expenses by notifying Galveston County of its intention to cancel by no later than two (2) business days after its candidates' filing deadline of **August 22, 2025**. The Entity will be obligated to pay Galveston County a **$500** fee if cancelled after this grace period.

4. **Special Provision: Bilingual Poll Worker Requirements.** Galveston County is permanently committed to:

a) Provide in Spanish "any registration or voting notices, forms, instructions, assistance, or other materials or information relating to the electoral process, including ballots," that they provide in English as required by Section 4(f)(4) of the Voting Rights Act, 43 U.S.C. 1973b(f)(4); and

b) Ensure that poll workers provide and receive adequate training regarding (1) the use of providing provisional ballots under Section 302(a) of HAVA; and (2) the display of all HAVA-required signs under Section 302(b) of HAVA.

5. **Fee Schedule of Galveston County:** Galveston County agrees to perform these services at the following rates:

a) Provide to the Election Judges all necessary election supplies, which are to be returned to Galveston County after the polls close on Election Night.
Cost: $100 per kit

b) Arrange for staff to receive the supplies and equipment being returned by the Election Judges on Election Night.
Cost: Overtime for staff and part time workers hired to provide this service will be evenly split between the entities contracting with Galveston County.

c) Provide all necessary voting machines and equipment for use at early voting and Election Day locations.
Cost: $465 per Verity Duo, $506 per Verity Controller, $577 per Verity Duo with access, $610 per Verity Scanner and $150 per Verity Duo Go.

d) Transport the voting machines and equipment to and from the voting locations.
Cost: $200 delivery per location

e) Program the ballot and conduct the Logic and Accuracy Testing of the counting equipment.
Cost determined by the number of contests on the ballot: $1500 for up to 5, $2530 for up to 10, $3,300 for up to 20, $4,180 for up to 40 and $5280 for up to 75, and $6720 for up to 100 contests.

f) Provide a central counting station, supplies, equipment and the tabulating and supervisory personnel needed to tabulate. Prepare the unofficial tabulation results and unofficial/official canvass report.

Cost: $1000 for use of the equipment plus overtime for county employees doing the tabulation if applicable.

g) Assist the Entity in the general overall supervision of the election and any subsequent runoff election.
Cost: Included in the 10% election fee

h) Conduct early voting and Election Day Voting training.
Cost: $75 per person per class

i) Two or more electronic **poll pads** will be deployed (at the discretion of the Elections Division) to each polling location.
Cost $100 per poll pad

j) Galveston County will partner with the Entities to determine the polling locations within their jurisdictions.

k) Hire judges, alternate judges, and clerks that are trained by Galveston County and are registered voters from within one of the jurisdictions holding an election.
Cost: Total amount reimbursable by the Entity.

l) Elections Mobile App: Entities contracting elections with Galveston County will have their election information included on the Elections Mobile App.
Cost: up to $500.

m) The cost for all printed ballots (ballots by mail, sample ballots and test ballots) is **$.50** per sheet.

n) Ballots by Mail: Galveston County will provide ballot by mail processing services to the Entity. ***The cost for this service is $4.00 per ballot ($4.50, if a multi-page ballot)***.

o) The Entity may have an observer present during the tabulation of the votes. The name and contact information of the observer must be provided to and approved by the Presiding Judge of the Central Count Station on the form prescribed by the Texas Secretary of State upon arrival at the location.

6. **Compensation, Billing, and Payment.** In accordance with Section 31.100(d) of the Texas Election Code, the Entity will pay Galveston County the greater of Seventy-Five ($75.00) Dollars or ten percent (10%) of the total amount of this contract for general supervision of the election. Pursuant to Texas Election Code §31.098, Galveston County may contract with third persons for election services and supplies agreed to herein and the Entity hereby agrees to pay for these third-party costs when invoiced by Galveston County.

Galveston County will invoice the Entity for services rendered under this contract. The Entity will make payment to Galveston County in accordance with the terms and provisions of what is commonly referred to as the Texas Prompt Payment Act.

7. Voting System. The Hart Intercivic Verity Duo equipment as approved by the Texas Secretary of State will be the voting system used in providing services under this contract.

8. Authorized Representatives. Galveston County's authorized representative for all purposes of this contract is its Chief Deputy Clerk for Elections.

The Entity's authorized representative for all purposes of this contract is:

Robert Cobb	(281) 229-6102
Name	Phone #

9. General Provisions. As specified in Texas Election Code §31.096 this contract may not change:

a) The authority with whom applications of candidates for a place on a ballot are filed;

b) The authority with whom documents are filed under Texas Election Code §251.001 et. seq.; or

c) The political subdivision's requirement to maintain office hours under section 31.122.

As set forth in Texas Election Code §31.099 not later than the 10th day after the date this contract is executed Galveston County shall file a copy of this contract with the County Treasurer and the County Auditor.

10. WAIVER OF DAMAGES. The parties acknowledge that the Hart Intercivic Verity Duo System and the programming of paper ballots is highly technical and that it is conceivable that despite the efforts of Galveston County it might fail during an election or might contain errors. The Entity agrees that should the electronic voting system fail, it will not make any claim against Galveston County or any of their full or part-time employees, independent contractors or agents for damages of any kind, including but not limited to any and all costs relating to an election contest and/or costs and damages incurred for having to conduct a second election caused as a result of such failure or error.

The Entity acknowledges that holding multiple simultaneous elections presents logistical problems and other problems over and above a single election. Galveston County and its employees and agents will attempt to help ensure that these simultaneous elections are conducted without error or mishap, but on occasion, errors or mishaps do occur. Accordingly, the Entity agrees that should an error or mishap occur that it will not make any claim against Galveston County, or their full or part-time employees, independent contractors or agents for damages of any kind including but not limited to any and all costs relating to an election contest and/or costs and damages incurred by the Entity for having to conduct a second election, as a result of such error or mishap.

If legal action is filed against the Entity involving its election and if Galveston County is named as a party to this legal action and the complaint is based solely on allegations made against the Entity, the Entity shall be solely responsible for all costs and defense of that suit. In addition, the Entity shall be required to provide adequate legal counsel for Galveston County and, upon notice to the Entity, Galveston County shall be entitled to settle such claim or legal action upon terms it deems most advantageous to itself.

For purposes of implementing this contract, Galveston County and the Entity designate the following individuals to submit and/or receive information or notices to Galveston County or the Entity:

Galveston County:
Dwight D. Sullivan, County Clerk
Attention: Wendi Fragoso, Chief Deputy of Elections
Galveston County Records and Election Center
10000 Emmett F. Lowry Expressway, Suite 1152
Texas City, TX 77591

P.O. Box 17253
Galveston, Texas 77552-7253
409-770-5108
Email: Wendi.Fragoso@co.galveston.tx.us

Entity:

Dr. Rebecca Brown

PO Drawer Z

Dickinson, TX 77539

Phone: (281) 229-6022

Email: rebecca.brown@dickinsonisd.org

This contract will be submitted to the Galveston County Commissioners' Court to be placed on the Consent Agenda as a Receive and File Item.

11. **Galveston County Title VI Assurance Clause.** Galveston County is committed to ensuring that no person, on the ground of race, color, national origin, religion, sex, age, disability or Veteran status, shall be subjected to discrimination, excluded from participation, or denied the benefits of, its programs and activities.

In accordance with this policy Galveston County requires its service providers and contractors to agree that during the performance of this contract the service provider or contractor for itself, its assignees and successors will abide by the following:

Compliance with Non-Discrimination Laws and Regulations. During the performance of this contract, contractor, for itself, its assignees and successors in interest (hereinafter referred to as "contractor") agrees as follows:

1) **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.

2) **Nondiscrimination**. The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, religion, sex, age, disability or Veteran status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination

prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3) **Solicitations for Subcontractors, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, religion, sex, age, disability or Veteran status.

4) **Information and Reports.** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Galveston County or the Texas Department of Transportation to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Galveston County or the Texas Department of Transportation as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, Galveston County shall impose such contract sanctions as it or the Texas Department of Transportation may determine to be appropriate, including, but not limited to:

   a) withholding of payments to the contractor under the contract until the contractor complies, and/or

   b) cancellation, termination, or suspension of the contract, in whole or in part.

6) **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as Galveston County or the Texas Department of Transportation may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Galveston County to enter into such litigation to protect the interests of Galveston County, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Executed this _____ day of _____, 20___.

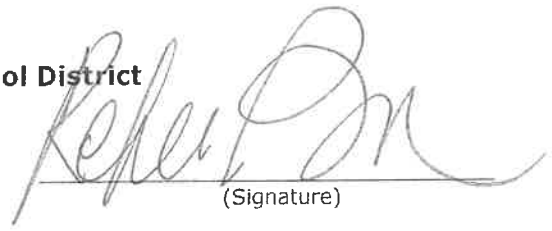
Galveston County:

_____
Dwight D. Sullivan
County Clerk

Entity: Dickinson Independent School District

Name: Dr. Rebecca Brown

Superintendent



(Signature)

Received and Filed:
Galveston County

_____
Hon. Mark Henry
County Judge
Attest:

_____
Dwight D. Sullivan
County Clerk

Date: _____

Date Copy of Agreement Furnished
to County Treasurer: _____

Date Copy of Agreement Furnished
to County Auditor: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*13.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorization for the County Judge to sign contract for election services between Galveston County Water Control Improvement District #12 and the Galveston County Elections Division submitted by the County Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 11:27 am

Contract for Election Services

Local Entity Countywide Vote Center Elections

This Contract is made and entered into this 18th day of August, 2025 by and between Hon. Dwight D. Sullivan, County Clerk and County Election Officer for Galveston County (herein known as "Galveston County") and _____ on behalf of Galveston Co WCID No 12 ("Entity").

This Contract is being entered into pursuant to Texas Election Code, Chapter 31, Subchapter D for the purpose of ensuring that Galveston County and the Entity understand the tasks each is to perform in connection with the following election and any subsequent runoff election, to-wit:

Purpose of Election: Bond Election

November 4, 2025	**TBD BY TEXAS SOS**
Election Date	Runoff Election Date

Early Voting will be held on **October 20- 24, 2025** from 8 a.m. to 5 p.m., **October 25, 2025** from 7 a.m. to 7 p.m., **October 26, 2025** from 1 p.m. to 7 p.m. and **October 27th – October 31st, 2025** from 7 a.m. to 7 p.m. On Election Day, the polls will be open from 7 a.m. to 7 p.m.

1. **Duties and Services of Galveston County.** Galveston County shall be responsible for performing the following duties and furnishing the following services and equipment in connection with the election and any subsequent runoff election.

1.1. Program, or arrange to have programmed, the ballot.

1.2. Arrange to have published the legal notices of the first test of the electronic tabulating equipment as provided in Texas Election Code §127.096 and conduct all required tests of the electronic tabulating equipment under Texas Election Code §§127.096-127.098 and §§129.021-129.023. The first test shall be conducted at least five days prior to the election where possible. In addition, it will be performed during normal business hours and open to the public.

1.3. Provide all election services, as required by law, for all portions of Galveston County.

1.4. Provide technical and equipment support for the electronic poll pads, voting machines and equipment being provided to the Entity. In the event there is an equipment failure Galveston County shall try to remedy the problem over the phone. If unable to do so, will dispatch to locations within Galveston County the appropriate technical support personnel and equipment to correct the failure.

1.5. On behalf of the Entity, obtain Official Voter Registration lists from the Voter Registrar to be used during Early Voting and on Election Day.

[See Section 2.3 below]

1.6. Provide Ballot by Mail services for the Entity.

1.7. Hire Judges, Alternate Judges, and clerks to serve as election workers at the various polling locations. Workers will be paid in accordance with Section 5 of this contract and will be required to complete election training (at the discretion of the Elections Division) as a prerequisite for serving. Workers will be paid for attending training.

1.8. Select the countywide vote center polling locations in coordination and assistance with the Entity and with the approval of Galveston County Commissioners' Court. Entity will be required to provide voting locations as may be needed within their jurisdiction. Polling locations must be in compliance with Chapter 43 of the Texas Election Code.

1.9. Provide the Entity ****and where possible the candidates running for office,*** a sample ballot for them to proof and approve or provide corrections.
[See sections 2.6 and 2.7 for related information]

****The Entity will be responsible for providing Galveston County with the email and contact information for each candidate who will be on the ballot.***

1.10 As required by §67.017(b) and the Secretary of State's Office, Galveston County will provide all reports needed to the Entity so they can submit precinct-by-precinct reports no later than the 30th day after Election Day.

For additional Duties of Galveston County see section **(5) Fee Schedule of Galveston County** below.

2. Duties and Services of the Entity. The Entity will be responsible for performing the duties and services set forth in this section and will consummate this contract **on or** before **July 31, 2025**. Contracts submitted after this date will require a $500 fee, which ***will be non-refundable regardless of whether the Entity cancels its election.***

2.1. Prepare and submit any required submissions to the U.S. Department of Justice under the Federal Voting Rights Act of 1965 for its election and runoff election.

2.2. Publish notices of the election in accordance with Section 4.003(a) of the Texas Election Code.

2.3. Provide Galveston County with the Entity's requirements for Official Voter Registration lists for early voting and Election Day.

2.4. In accordance with Texas Election Code §4.008 as amended, deliver written notice of the election to Galveston County.

2.5 It is understood that the Entity may need to modify its election order after **August 22, 2025**, to reflect the actual early voting and Election Day polling locations once the final determination has been made as to which entities will actually be holding an election.

If the Entity wishes to select additional polling locations within its footprint, it will submit a list and the contact information for each facility to Galveston County by **July 31, 2025**. Regardless of who selects the polling locations the Entity shall comply with Texas Election Code §43.062, and shall notify prospective voters of the new location by placing a notice at the old polling location and a notice at the new polling location.

[See Section 1.7 for additional information on the selection of countywide polling places]

2.5. Provide to Galveston County the language for any ballot propositions, the names of election contests, the names of candidates, as they are to appear on the ballot, a copy of a sample ballot, ballot draw information and a completed "Requirements to Program the Ballot" form. These materials will be provided in an electronic form to Galveston County by **no later than August 25, 2025**. All language on the ballot must be provided in both English and Spanish in a MS Word format. Any other languages required by law, must also be provided in a MS Word format as well (e.g., Harris County, Chinese and Vietnamese). In addition, the Entity will collect and provide to Galveston County the names, addresses, phone numbers and email addresses of all the candidates who are to appear on its ballot. This information will be used to send candidates copies of the ballot proofs for their review. ***[See Section 1.8]***

2.6. Return to Galveston County, by **September 11, 2025 12 p.m.**, confirmation that the sample ballots Galveston County has prepared and provided to the Entity are satisfactory or provide changes that need to be made. Galveston County intends to conduct the L&A test on the Entity's ballot no later than **September 16, 2025 at 9a.m.**

The Entity shall have a representative present during the testing who will sign an affidavit signifying the ballot proofs are accurate and acceptable to the Entity. If unable to attend, a representative may send a signed electronic response approving the ballot. ***[See Section 1.8 for related information on ballot proofing]***

2.7. Galveston County will be conducting elections for numerous Entities on the same day. The parties understand that each election has its own challenges and requirements and that failure to provide the information outlined in Section 2 of this contract by the dates specified will place an undue burden on Galveston County that may hinder the ability to provide the services to the Entity in a timely and accurate manner. ***Should the Entity miss the deadlines, and/or fail to notify the County of any special circumstances (e.g., adding portions of another county to their election, additional languages required, or unopposed candidates on the ballot) there may be additional charges incurred, up to $1,000.00 and additional labor and material costs, to be determined by the Chief Deputy of Elections. Should Galveston County be unable to provide the services in a timely and accurate manner the Entity, to the extent allowed under the Constitution and Laws of the State of Texas, shall hold Galveston County and employees harmless from any election errors and corresponding liability and/or damages that may result, including but not limited to the costs incurred related to an election contest and/or the need to conduct a subsequent election.***

2.8. Unless otherwise stipulated, Galveston County will transport or have the Presiding Election Judges transport on its behalf, the voting machines and equipment to and from the Entity's early voting and Election Day voting locations.

2.9. Monitor, with the assistance of Galveston County, the overall conduct of its election in Entity's jurisdiction including the observation of the tabulating of the results.

2.10. Entity to pay a **$125** fee per early voting and Election Day polling locations within its jurisdiction for additional support staff to provide the Entity and its Judges election support services throughout the term of this contract.

3. Cancellation of Contract: Except for contracts consummated after **July 31, 2025**, the Entity may cancel this contract without incurring any expenses by notifying Galveston County of its intention to cancel by no later than two (2) business days after its candidates' filing deadline of **August 22, 2025.** The Entity will be obligated to pay Galveston County a **$500** fee if cancelled after this grace period.

4. Special Provision: Bilingual Poll Worker Requirements. Galveston County is permanently committed to:

a) Provide in Spanish "any registration or voting notices, forms, instructions, assistance, or other materials or information relating to the electoral process, including ballots," that they provide in English as required by Section 4(f)(4) of the Voting Rights Act, 43 U.S.C. 1973b(f)(4); and

b) Ensure that poll workers provide and receive adequate training regarding (1) the use of providing provisional ballots under Section 302(a) of HAVA; and (2) the display of all HAVA-required signs under Section 302(b) of HAVA.

5. Fee Schedule of Galveston County: Galveston County agrees to perform these services at the following rates:

a) Provide to the Election Judges all necessary election supplies, which are to be returned to Galveston County after the polls close on Election Night.
Cost: $100 per kit

b) Arrange for staff to receive the supplies and equipment being returned by the Election Judges on Election Night.
Cost: Overtime for staff and part time workers hired to provide this service will be evenly split between the entities contracting with Galveston County.

c) Provide all necessary voting machines and equipment for use at early voting and Election Day locations.
Cost: $465 per Verity Duo, $506 per Verity Controller, $577 per Verity Duo with access, $610 per Verity Scanner and $150 per Verity Duo Go.

d) Transport the voting machines and equipment to and from the voting locations.
Cost: $200 delivery per location

e) Program the ballot and conduct the Logic and Accuracy Testing of the counting equipment.
Cost determined by the number of contests on the ballot: $1500 for up to 5, $2530 for up to 10, $3,300 for up to 20, $4,180 for up to 40 and $5280 for up to 75, and $6720 for up to 100 contests.

f) Provide a central counting station, supplies, equipment and the tabulating and supervisory personnel needed to tabulate. Prepare the unofficial tabulation results and unofficial/official canvass report.

Cost: $1000 for use of the equipment plus overtime for county employees doing the tabulation if applicable.

g) Assist the Entity in the general overall supervision of the election and any subsequent runoff election.
Cost: Included in the 10% election fee

h) Conduct early voting and Election Day Voting training.
Cost: $75 per person per class

i) Two or more electronic **poll pads** will be deployed (at the discretion of the Elections Division) to each polling location.
Cost $100 per poll pad

j) Galveston County will partner with the Entities to determine the polling locations within their jurisdictions.

k) Hire judges, alternate judges, and clerks that are trained by Galveston County and are registered voters from within one of the jurisdictions holding an election.
Cost: Total amount reimbursable by the Entity.

l) Elections Mobile App: Entities contracting elections with Galveston County will have their election information included on the Elections Mobile App.
Cost: up to $500.

m) The cost for all printed ballots (ballots by mail, sample ballots and test ballots) is **$.50** per sheet.

n) Ballots by Mail: Galveston County will provide ballot by mail processing services to the Entity. ***The cost for this service is $4.00 per ballot ($4.50, if a multi-page ballot)***.

o) The Entity may have an observer present during the tabulation of the votes. The name and contact information of the observer must be provided to and approved by the Presiding Judge of the Central Count Station on the form prescribed by the Texas Secretary of State upon arrival at the location.

6. Compensation, Billing, and Payment. In accordance with Section 31.100(d) of the Texas Election Code, the Entity will pay Galveston County the greater of Seventy-Five ($75.00) Dollars or ten percent (10%) of the total amount of this contract for general supervision of the election. Pursuant to Texas Election Code §31.098, Galveston County may contract with third persons for election services and supplies agreed to herein and the Entity hereby agrees to pay for these third-party costs when invoiced by Galveston County.

Galveston County will invoice the Entity for services rendered under this contract. The Entity will make payment to Galveston County in accordance with the terms and provisions of what is commonly referred to as the Texas Prompt Payment Act.

7. Voting System. The Hart Intercivic Verity Duo equipment as approved by the Texas Secretary of State will be the voting system used in providing services under this contract.

8. Authorized Representatives. Galveston County's authorized representative for all purposes of this contract is its Chief Deputy Clerk for Elections.

The Entity's authorized representative for all purposes of this contract is:

Stephanie Nagel — Name

713-864-5466 — Phone #

9. General Provisions. As specified in Texas Election Code §31.096 this contract may not change:

a) The authority with whom applications of candidates for a place on a ballot are filed;

b) The authority with whom documents are filed under Texas Election Code §251.001 et. seq.; or

c) The political subdivision's requirement to maintain office hours under section 31.122.

As set forth in Texas Election Code §31.099 not later than the 10th day after the date this contract is executed Galveston County shall file a copy of this contract with the County Treasurer and the County Auditor.

10. WAIVER OF DAMAGES. The parties acknowledge that the Hart Intercivic Verity Duo System and the programming of paper ballots is highly technical and that it is conceivable that despite the efforts of Galveston County it might fail during an election or might contain errors. The Entity agrees that should the electronic voting system fail, it will not make any claim against Galveston County or any of their full or part-time employees, independent contractors or agents for damages of any kind, including but not limited to any and all costs relating to an election contest and/or costs and damages incurred for having to conduct a second election caused as a result of such failure or error.

The Entity acknowledges that holding multiple simultaneous elections presents logistical problems and other problems over and above a single election. Galveston County and its employees and agents will attempt to help ensure that these simultaneous elections are conducted without error or mishap, but on occasion, errors or mishaps do occur. Accordingly, the Entity agrees that should an error or mishap occur that it will not make any claim against Galveston County, or their full or part-time employees, independent contractors or agents for damages of any kind including but not limited to any and all costs relating to an election contest and/or costs and damages incurred by the Entity for having to conduct a second election, as a result of such error or mishap.

If legal action is filed against the Entity involving its election and if Galveston County is named as a party to this legal action and the complaint is based solely on allegations made against the Entity, the Entity shall be solely responsible for all costs and defense of that suit. In addition, the Entity shall be required to provide adequate legal counsel for Galveston County and, upon notice to the Entity, Galveston County shall be entitled to settle such claim or legal action upon terms it deems most advantageous to itself.

For purposes of implementing this contract, Galveston County and the Entity designate the following individuals to submit and/or receive information or notices to Galveston County or the Entity:

Galveston County:
Dwight D. Sullivan, County Clerk
Attention: Wendi Fragoso, Chief Deputy of Elections
Galveston County Records and Election Center
10000 Emmett F. Lowry Expressway, Suite 1152
Texas City, TX 77591

P.O. Box 17253
Galveston, Texas 77552-7253
409-770-5108
Email: Wendi.Fragoso@co.galveston.tx.us

Entity:

Galveston Co. WCID No 12
c/o Strawn & Richardson, P.C. Phone: 713.864-5466
1155 Dairy Ashford Rd Ste 875 Email: Stephanie@srlegal.com
Houston TX 77079

This contract will be submitted to the Galveston County Commissioners' Court to be placed on the Consent Agenda as a Receive and File Item.

11. **Galveston County Title VI Assurance Clause.** Galveston County is committed to ensuring that no person, on the ground of race, color, national origin, religion, sex, age, disability or Veteran status, shall be subjected to discrimination, excluded from participation, or denied the benefits of, its programs and activities.

In accordance with this policy Galveston County requires its service providers and contractors to agree that during the performance of this contract the service provider or contractor for itself, its assignees and successors will abide by the following:

Compliance with Non-Discrimination Laws and Regulations. During the performance of this contract, contractor, for itself, its assignees and successors in interest (hereinafter referred to as "contractor") agrees as follows:

1) **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.

2) **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, religion, sex, age, disability or Veteran status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination

prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3) **Solicitations for Subcontractors, Including Procurement of Materials and Equipment**. In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, religion, sex, age, disability or Veteran status.

4) **Information and Reports**. The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Galveston County or the Texas Department of Transportation to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Galveston County or the Texas Department of Transportation as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance**. In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, Galveston County shall impose such contract sanctions as it or the Texas Department of Transportation may determine to be appropriate, including, but not limited to:

   a) withholding of payments to the contractor under the contract until the contractor complies, and/or

   b) cancellation, termination, or suspension of the contract, in whole or in part.

6) **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as Galveston County or the Texas Department of Transportation may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Galveston County to enter into such litigation to protect the interests of Galveston County, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Executed this 18th day of August, 2025.

Galveston County:

_____
Dwight D. Sullivan
County Clerk

Entity:

Name: BOB ROLF
(Please Print)

Robert C Rolf
(Signature)

( ) City Manager
( ) Superintendent
( ) City Secretary
( ) Chair County Executive Committee
( ) Mayor
(✓) President
( ) Other

Received and Filed:
Galveston County

_____
Hon. Mark Henry
County Judge
Attest:

_____
Dwight D. Sullivan
County Clerk

Date: _____

Date Copy of Agreement Furnished
to County Treasurer: _____

Date Copy of Agreement Furnished
to County Auditor: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*14.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorization for the County Judge to sign contract for election services between Hitchcock Independent School District and the Galveston County Election Division submitted by the County Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:09 pm

Contract for Election Services

Local Entity Countywide Vote Center Elections

This Contract is made and entered into this 18th day of August, 2025 by and between Hon. Dwight D. Sullivan, County Clerk and County Election Officer for Galveston County (herein known as "Galveston County") and Hitchcock ISD on behalf of Hitchcock Independent School District ("Entity").

This Contract is being entered into pursuant to Texas Election Code, Chapter 31, Subchapter D for the purpose of ensuring that Galveston County and the Entity understand the tasks each is to perform in connection with the following election and any subsequent runoff election, to-wit:

Purpose of Election: Order Calling Voter-Approval Tax Rate Election

November 4, 2025
Election Date

TBD BY TEXAS SOS
Runoff Election Date

Early Voting will be held on **October 20- 24, 2025** from 8 a.m. to 5 p.m., **October 25, 2025** from 7 a.m. to 7 p.m., **October 26, 2025** from 1 p.m. to 7 p.m. and **October 27th – October 31st, 2025** from 7 a.m. to 7 p.m. On Election Day, the polls will be open from 7 a.m. to 7 p.m.

1. **Duties and Services of Galveston County.** Galveston County shall be responsible for performing the following duties and furnishing the following services and equipment in connection with the election and any subsequent runoff election.

1.1. Program, or arrange to have programmed, the ballot.

1.2. Arrange to have published the legal notices of the first test of the electronic tabulating equipment as provided in Texas Election Code §127.096 and conduct all required tests of the electronic tabulating equipment under Texas Election Code §§127.096-127.098 and §§129.021-129.023. The first test shall be conducted at least five days prior to the election where possible. In addition, it will be performed during normal business hours and open to the public.

1.3. Provide all election services, as required by law, for all portions of Galveston County.

1.4. Provide technical and equipment support for the electronic poll pads, voting machines and equipment being provided to the Entity. In the event there is an equipment failure Galveston County shall try to remedy the problem over the phone. If unable to do so, will dispatch to locations within Galveston County the appropriate technical support personnel and equipment to correct the failure.

1.5. On behalf of the Entity, obtain Official Voter Registration lists from the Voter Registrar to be used during Early Voting and on Election Day.
[See Section 2.3 below]

1.6. Provide Ballot by Mail services for the Entity.

1.7. Hire Judges, Alternate Judges, and clerks to serve as election workers at the various polling locations. Workers will be paid in accordance with Section 5 of this contract and will be required to complete election training (at the discretion of the Elections Division) as a prerequisite for serving. Workers will be paid for attending training.

1.8. Select the countywide vote center polling locations in coordination and assistance with the Entity and with the approval of Galveston County Commissioners' Court. Entity will be required to provide voting locations as may be needed within their jurisdiction. Polling locations must be in compliance with Chapter 43 of the Texas Election Code.

1.9. Provide the Entity ***and where possible the candidates running for office,*** a sample ballot for them to proof and approve or provide corrections.
[See sections 2.6 and 2.7 for related information]

The Entity will be responsible for providing Galveston County with the email and contact information for each candidate who will be on the ballot.

1.10 As required by §67.017(b) and the Secretary of State's Office, Galveston County will provide all reports needed to the Entity so they can submit precinct-by-precinct reports no later than the 30th day after Election Day.

For additional Duties of Galveston County see section **(5) Fee Schedule of Galveston County** below.

2. ***Duties and Services of the Entity***. The Entity will be responsible for performing the duties and services set forth in this section and will consummate this contract **on or** before **July 31, 2025**. Contracts submitted after this date will require a $500 fee, which ***will be non-refundable regardless of whether the Entity cancels its election.***

2.1. Prepare and submit any required submissions to the U.S. Department of Justice under the Federal Voting Rights Act of 1965 for its election and runoff election.

2.2. Publish notices of the election in accordance with Section 4.003(a) of the Texas Election Code.

2.3. Provide Galveston County with the Entity's requirements for Official Voter Registration lists for early voting and Election Day.

2.4. In accordance with Texas Election Code §4.008 as amended, deliver written notice of the election to Galveston County.

2.5 It is understood that the Entity may need to modify its election order after **August 22, 2025**, to reflect the actual early voting and Election Day polling locations once the final determination has been made as to which entities will actually be holding an election.

If the Entity wishes to select additional polling locations within its footprint, it will submit a list and the contact information for each facility to Galveston County by **July 31, 2025**. Regardless of who selects the polling locations the Entity shall comply with Texas Election Code §43.062, and shall notify prospective voters of the new location by placing a notice at the old polling location and a notice at the new polling location.
[See Section 1.7 for additional information on the selection of countywide polling places]

2.5. Provide to Galveston County the language for any ballot propositions, the names of election contests, the names of candidates, as they are to appear on the ballot, a copy of a sample ballot, ballot draw information and a completed "Requirements to Program the Ballot" form. These materials will be provided in an electronic form to Galveston County by **no later than August 25, 2025**. All language on the ballot must be provided in both English and Spanish in a MS Word format. Any other languages required by law, must also be provided in a MS Word format as well (e.g., Harris County, Chinese and Vietnamese). In addition, the Entity will collect and provide to Galveston County the names, addresses, phone numbers and email addresses of all the candidates who are to appear on its ballot. This information will be used to send candidates copies of the ballot proofs for their review. ***[See Section 1.8]***

2.6. Return to Galveston County, by **September 11, 2025 12 p.m.**, confirmation that the sample ballots Galveston County has prepared and provided to the Entity are satisfactory or provide changes that need to be made. Galveston County intends to conduct the L&A test on the Entity's ballot no later than **September 16, 2025 at 9a.m.**

The Entity shall have a representative present during the testing who will sign an affidavit signifying the ballot proofs are accurate and acceptable to the Entity. If unable to attend, a representative may send a signed electronic response approving the ballot. ***[See Section 1.8 for related information on ballot proofing]***

2.7. Galveston County will be conducting elections for numerous Entities on the same day. The parties understand that each election has its own challenges and requirements and that failure to provide the information outlined in Section 2 of this contract by the dates specified will place an undue burden on Galveston County that may hinder the ability to provide the services to the Entity in a timely and accurate manner. ***Should the Entity miss the deadlines, and/or fail to notify the County of any special circumstances (e.g., adding portions of another county to their election, additional languages required, or unopposed candidates on the ballot) there may be additional charges incurred, up to $1,000.00 and additional labor and material costs, to be determined by the Chief Deputy of Elections. Should Galveston County be unable to provide the services in a timely and accurate manner the Entity, to the extent allowed under the Constitution and Laws of the State of Texas, shall hold Galveston County and employees harmless from any election errors and corresponding liability and/or damages that may result, including but not limited to the costs incurred related to an election contest and/or the need to conduct a subsequent election.***

2.8. Unless otherwise stipulated, Galveston County will transport or have the Presiding Election Judges transport on its behalf, the voting machines and equipment to and from the Entity's early voting and Election Day voting locations.

2.9. Monitor, with the assistance of Galveston County, the overall conduct of its election in Entity's jurisdiction including the observation of the tabulating of the results.

2.10. Entity to pay a **$125** fee per early voting and Election Day polling locations within its jurisdiction for additional support staff to provide the Entity and its Judges election support services throughout the term of this contract.

3. **Cancellation of Contract:** Except for contracts consummated after **July 31, 2025**, the Entity may cancel this contract without incurring any expenses by notifying Galveston County of its intention to cancel by no later than two (2) business days after its candidates' filing deadline of **August 22, 2025.** The Entity will be obligated to pay Galveston County a **$500** fee if cancelled after this grace period.

4. **Special Provision: Bilingual Poll Worker Requirements.** Galveston County is permanently committed to:

a) Provide in Spanish "any registration or voting notices, forms, instructions, assistance, or other materials or information relating to the electoral process, including ballots," that they provide in English as required by Section 4(f)(4) of the Voting Rights Act, 43 U.S.C. 1973b(f)(4); and

b) Ensure that poll workers provide and receive adequate training regarding (1) the use of providing provisional ballots under Section 302(a) of HAVA; and (2) the display of all HAVA-required signs under Section 302(b) of HAVA.

5. **Fee Schedule of Galveston County:** Galveston County agrees to perform these services at the following rates:

a) Provide to the Election Judges all necessary election supplies, which are to be returned to Galveston County after the polls close on Election Night.
Cost: $100 per kit

b) Arrange for staff to receive the supplies and equipment being returned by the Election Judges on Election Night.
Cost: Overtime for staff and part time workers hired to provide this service will be evenly split between the entities contracting with Galveston County.

c) Provide all necessary voting machines and equipment for use at early voting and Election Day locations.
Cost: $465 per Verity Duo, $506 per Verity Controller, $577 per Verity Duo with access, $610 per Verity Scanner and $150 per Verity Duo Go.

d) Transport the voting machines and equipment to and from the voting locations.
Cost: $200 delivery per location

e) Program the ballot and conduct the Logic and Accuracy Testing of the counting equipment.
Cost determined by the number of contests on the ballot: $1500 for up to 5, $2530 for up to 10, $3,300 for up to 20, $4,180 for up to 40 and $5280 for up to 75, and $6720 for up to 100 contests.

f) Provide a central counting station, supplies, equipment and the tabulating and supervisory personnel needed to tabulate. Prepare the unofficial tabulation results and unofficial/official canvass report.

Cost: $1000 for use of the equipment plus overtime for county employees doing the tabulation if applicable.

g) Assist the Entity in the general overall supervision of the election and any subsequent runoff election.
Cost: Included in the 10% election fee

h) Conduct early voting and Election Day Voting training.
Cost: $75 per person per class

i) Two or more electronic **poll pads** will be deployed (at the discretion of the Elections Division) to each polling location.
Cost $100 per poll pad

j) Galveston County will partner with the Entities to determine the polling locations within their jurisdictions.

k) Hire judges, alternate judges, and clerks that are trained by Galveston County and are registered voters from within one of the jurisdictions holding an election.
Cost: Total amount reimbursable by the Entity.

l) Elections Mobile App: Entities contracting elections with Galveston County will have their election information included on the Elections Mobile App.
Cost: up to $500.

m) The cost for all printed ballots (ballots by mail, sample ballots and test ballots) is **$.50** per sheet.

n) Ballots by Mail: Galveston County will provide ballot by mail processing services to the Entity. ***The cost for this service is $4.00 per ballot ($4.50, if a multi-page ballot)***.

o) The Entity may have an observer present during the tabulation of the votes. The name and contact information of the observer must be provided to and approved by the Presiding Judge of the Central Count Station on the form prescribed by the Texas Secretary of State upon arrival at the location.

6. Compensation, Billing, and Payment. In accordance with Section 31.100(d) of the Texas Election Code, the Entity will pay Galveston County the greater of Seventy-Five ($75.00) Dollars or ten percent (10%) of the total amount of this contract for general supervision of the election. Pursuant to Texas Election Code §31.098, Galveston County may contract with third persons for election services and supplies agreed to herein and the Entity hereby agrees to pay for these third-party costs when invoiced by Galveston County.

Galveston County will invoice the Entity for services rendered under this contract. The Entity will make payment to Galveston County in accordance with the terms and provisions of what is commonly referred to as the Texas Prompt Payment Act.

7. Voting System. The Hart Intercivic Verity Duo equipment as approved by the Texas Secretary of State will be the voting system used in providing services under this contract.

8. Authorized Representatives. Galveston County's authorized representative for all purposes of this contract is its Chief Deputy Clerk for Elections.

The Entity's authorized representative for all purposes of this contract is:

Patrick Faour	409-316-6545
Name	Phone #

9. General Provisions. As specified in Texas Election Code §31.096 this contract may not change:

a) The authority with whom applications of candidates for a place on a ballot are filed;

b) The authority with whom documents are filed under Texas Election Code §251.001 et. seq.; or

c) The political subdivision's requirement to maintain office hours under section 31.122.

As set forth in Texas Election Code §31.099 not later than the 10th day after the date this contract is executed Galveston County shall file a copy of this contract with the County Treasurer and the County Auditor.

10. WAIVER OF DAMAGES. The parties acknowledge that the Hart Intercivic Verity Duo System and the programming of paper ballots is highly technical and that it is conceivable that despite the efforts of Galveston County it might fail during an election or might contain errors. The Entity agrees that should the electronic voting system fail, it will not make any claim against Galveston County or any of their full or part-time employees, independent contractors or agents for damages of any kind, including but not limited to any and all costs relating to an election contest and/or costs and damages incurred for having to conduct a second election caused as a result of such failure or error.

The Entity acknowledges that holding multiple simultaneous elections presents logistical problems and other problems over and above a single election. Galveston County and its employees and agents will attempt to help ensure that these simultaneous elections are conducted without error or mishap, but on occasion, errors or mishaps do occur. Accordingly, the Entity agrees that should an error or mishap occur that it will not make any claim against Galveston County, or their full or part-time employees, independent contractors or agents for damages of any kind including but not limited to any and all costs relating to an election contest and/or costs and damages incurred by the Entity for having to conduct a second election, as a result of such error or mishap.

If legal action is filed against the Entity involving its election and if Galveston County is named as a party to this legal action and the complaint is based solely on allegations made against the Entity, the Entity shall be solely responsible for all costs and defense of that suit. In addition, the Entity shall be required to provide adequate legal counsel for Galveston County and, upon notice to the Entity, Galveston County shall be entitled to settle such claim or legal action upon terms it deems most advantageous to itself.

For purposes of implementing this contract, Galveston County and the Entity designate the following individuals to submit and/or receive information or notices to Galveston County or the Entity:

Galveston County:
Dwight D. Sullivan, County Clerk
Attention: Wendi Fragoso, Chief Deputy of Elections
Galveston County Records and Election Center
10000 Emmett F. Lowry Expressway, Suite 1152
Texas City, TX 77591

P.O. Box 17253
Galveston, Texas 77552-7253
409-770-5108
Email: Wendi.Fragoso@co.galveston.tx.us

Entity:

Hitchcock Independent School District

7801 Neville Avenue, Building B *Phone: 409-316-6545*

Hitchcock, TX 77563 Email: Pfaour@hitchcockisd.org and rmorales@hitchcockisd.org

This contract will be submitted to the Galveston County Commissioners' Court to be placed on the Consent Agenda as a Receive and File Item.

11. **Galveston County Title VI Assurance Clause.** Galveston County is committed to ensuring that no person, on the ground of race, color, national origin, religion, sex, age, disability or Veteran status, shall be subjected to discrimination, excluded from participation, or denied the benefits of, its programs and activities.

In accordance with this policy Galveston County requires its service providers and contractors to agree that during the performance of this contract the service provider or contractor for itself, its assignees and successors will abide by the following:

Compliance with Non-Discrimination Laws and Regulations. During the performance of this contract, contractor, for itself, its assignees and successors in interest (hereinafter referred to as "contractor") agrees as follows:

1) **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.

2) **Nondiscrimination**. The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, religion, sex, age, disability or Veteran status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3) **Solicitations for Subcontractors, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, religion, sex, age, disability or Veteran status.

4) **Information and Reports.** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Galveston County or the Texas Department of Transportation to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Galveston County or the Texas Department of Transportation as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, Galveston County shall impose such contract sanctions as it or the Texas Department of Transportation may determine to be appropriate, including, but not limited to:

   a) withholding of payments to the contractor under the contract until the contractor complies, and/or

   b) cancellation, termination, or suspension of the contract, in whole or in part.

6) **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as Galveston County or the Texas Department of Transportation may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Galveston County to enter into such litigation to protect the interests of Galveston County, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Executed this 18th day of August, 2025.

Galveston County:

_____
Dwight D. Sullivan
County Clerk

Entity:

Name: Patrick Faour
(Please Print)


(Signature)

( ) City Manager
(X) Interim Superintendent
( ) City Secretary
( ) Chair County Executive Committee
( ) Mayor
( ) President
( ) Other

Received and Filed:
Galveston County

_____
Hon. Mark Henry
County Judge
Attest:

_____
Dwight D. Sullivan
County Clerk

Date: _____

Date Copy of Agreement Furnished
to County Treasurer: _____

Date Copy of Agreement Furnished
to County Auditor: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*15.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorization for the County Judge to sign contract for election services between Santa Fe Independent School District and the Galveston County Election Division submitted by the County Clerk

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/21/25 4:27 pm

Contract for Election Services

Local Entity Countywide Vote Center Elections

This Contract is made and entered into this 18th day of August, 2025 by and between Hon. Dwight D. Sullivan, County Clerk and County Election Officer for Galveston County (herein known as "Galveston County") and J.R. (Rusty) Norman on behalf of Santa Fe Independent School District ("Entity").

This Contract is being entered into pursuant to Texas Election Code, Chapter 31, Subchapter D for the purpose of ensuring that Galveston County and the Entity understand the tasks each is to perform in connection with the following election and any subsequent runoff election, to-wit:

Purpose of Election: VATRE & School Bond Election

November 4, 2025	**TBD BY TEXAS SOS**
Election Date	Runoff Election Date

Early Voting will be held on **October 20- 24, 2025** from 8 a.m. to 5 p.m., **October 25, 2025** from 7 a.m. to 7 p.m., **October 26, 2025** from 1 p.m. to 7 p.m. and **October 27th – October 31st, 2025** from 7 a.m. to 7 p.m. On Election Day, the polls will be open from 7 a.m. to 7 p.m.

1. **Duties and Services of Galveston County.** Galveston County shall be responsible for performing the following duties and furnishing the following services and equipment in connection with the election and any subsequent runoff election.

1.1. Program, or arrange to have programmed, the ballot.

1.2. Arrange to have published the legal notices of the first test of the electronic tabulating equipment as provided in Texas Election Code §127.096 and conduct all required tests of the electronic tabulating equipment under Texas Election Code §§127.096-127.098 and §§129.021-129.023. The first test shall be conducted at least five days prior to the election where possible. In addition, it will be performed during normal business hours and open to the public.

1.3. Provide all election services, as required by law, for all portions of Galveston County.

1.4. Provide technical and equipment support for the electronic poll pads, voting machines and equipment being provided to the Entity. In the event there is an equipment failure Galveston County shall try to remedy the problem over the phone. If unable to do so, will dispatch to locations within Galveston County the appropriate technical support personnel and equipment to correct the failure.

1.5. On behalf of the Entity, obtain Official Voter Registration lists from the Voter Registrar to be used during Early Voting and on Election Day.

[See Section 2.3 below]

1.6. Provide Ballot by Mail services for the Entity.

1.7. Hire Judges, Alternate Judges, and clerks to serve as election workers at the various polling locations. Workers will be paid in accordance with Section 5 of this contract and will be required to complete election training (at the discretion of the Elections Division) as a prerequisite for serving. Workers will be paid for attending training.

1.8. Select the countywide vote center polling locations in coordination and assistance with the Entity and with the approval of Galveston County Commissioners' Court. Entity will be required to provide voting locations as may be needed within their jurisdiction. Polling locations must be in compliance with Chapter 43 of the Texas Election Code.

1.9. Provide the Entity ****and where possible the candidates running for office,*** a sample ballot for them to proof and approve or provide corrections.
[See sections 2.6 and 2.7 for related information]

****The Entity will be responsible for providing Galveston County with the email and contact information for each candidate who will be on the ballot.***

1.10 As required by §67.017(b) and the Secretary of State's Office, Galveston County will provide all reports needed to the Entity so they can submit precinct-by-precinct reports no later than the 30th day after Election Day.

For additional Duties of Galveston County see section **(5) Fee Schedule of Galveston County** below.

2. Duties and Services of the Entity. The Entity will be responsible for performing the duties and services set forth in this section and will consummate this contract **on or** before **July 31, 2025**. Contracts submitted after this date will require a $500 fee, which ***will be non-refundable regardless of whether the Entity cancels its election.***

2.1. Prepare and submit any required submissions to the U.S. Department of Justice under the Federal Voting Rights Act of 1965 for its election and runoff election.

2.2. Publish notices of the election in accordance with Section 4.003(a) of the Texas Election Code.

2.3. Provide Galveston County with the Entity's requirements for Official Voter Registration lists for early voting and Election Day.

2.4. In accordance with Texas Election Code §4.008 as amended, deliver written notice of the election to Galveston County.

2.5 It is understood that the Entity may need to modify its election order after **August 22, 2025**, to reflect the actual early voting and Election Day polling locations once the final determination has been made as to which entities will actually be holding an election.

If the Entity wishes to select additional polling locations within its footprint, it will submit a list and the contact information for each facility to Galveston County by **July 31, 2025**. Regardless of who selects the polling locations the Entity shall comply with Texas Election Code §43.062, and shall notify prospective voters of the new location by placing a notice at the old polling location and a notice at the new polling location.
[See Section 1.7 for additional information on the selection of countywide polling places]

2.5. Provide to Galveston County the language for any ballot propositions, the names of election contests, the names of candidates, as they are to appear on the ballot, a copy of a sample ballot, ballot draw information and a completed "Requirements to Program the Ballot" form. These materials will be provided in an electronic form to Galveston County by **no later than August 25, 2025**. All language on the ballot must be provided in both English and Spanish in a MS Word format. Any other languages required by law, must also be provided in a MS Word format as well (e.g., Harris County, Chinese and Vietnamese). In addition, the Entity will collect and provide to Galveston County the names, addresses, phone numbers and email addresses of all the candidates who are to appear on its ballot. This information will be used to send candidates copies of the ballot proofs for their review. ***[See Section 1.8]***

2.6. Return to Galveston County, by **September 11, 2025 12 p.m.**, confirmation that the sample ballots Galveston County has prepared and provided to the Entity are satisfactory or provide changes that need to be made. Galveston County intends to conduct the L&A test on the Entity's ballot no later than **September 16, 2025 at 9a.m.**

The Entity shall have a representative present during the testing who will sign an affidavit signifying the ballot proofs are accurate and acceptable to the Entity. If unable to attend, a representative may send a signed electronic response approving the ballot. ***[See Section 1.8 for related information on ballot proofing]***

2.7. Galveston County will be conducting elections for numerous Entities on the same day. The parties understand that each election has its own challenges and requirements and that failure to provide the information outlined in Section 2 of this contract by the dates specified will place an undue burden on Galveston County that may hinder the ability to provide the services to the Entity in a timely and accurate manner. ***Should the Entity miss the deadlines, and/or fail to notify the County of any special circumstances (e.g., adding portions of another county to their election, additional languages required, or unopposed candidates on the ballot) there may be additional charges incurred, up to $1,000.00 and additional labor and material costs, to be determined by the Chief Deputy of Elections. Should Galveston County be unable to provide the services in a timely and accurate manner the Entity, to the extent allowed under the Constitution and Laws of the State of Texas, shall hold Galveston County and employees harmless from any election errors and corresponding liability and/or damages that may result, including but not limited to the costs incurred related to an election contest and/or the need to conduct a subsequent election.***

2.8. Unless otherwise stipulated, Galveston County will transport or have the Presiding Election Judges transport on its behalf, the voting machines and equipment to and from the Entity's early voting and Election Day voting locations.

2.9. Monitor, with the assistance of Galveston County, the overall conduct of its election in Entity's jurisdiction including the observation of the tabulating of the results.

2.10. Entity to pay a **$125** fee per early voting and Election Day polling locations within its jurisdiction for additional support staff to provide the Entity and its Judges election support services throughout the term of this contract.

3. Cancellation of Contract: Except for contracts consummated after **July 31, 2025**, the Entity may cancel this contract without incurring any expenses by notifying Galveston County of its intention to cancel by no later than two (2) business days after its candidates' filing deadline of **August 22, 2025.** The Entity will be obligated to pay Galveston County a **$500** fee if cancelled after this grace period.

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a) Provide in Spanish "any registration or voting notices, forms, instructions, assistance, or other materials or information relating to the electoral process, including ballots," that they provide in English as required by Section 4(f)(4) of the Voting Rights Act, 43 U.S.C. 1973b(f)(4); and

b) Ensure that poll workers provide and receive adequate training regarding (1) the use of providing provisional ballots under Section 302(a) of HAVA; and (2) the display of all HAVA-required signs under Section 302(b) of HAVA.

5. Fee Schedule of Galveston County: Galveston County agrees to perform these services at the following rates:

a) Provide to the Election Judges all necessary election supplies, which are to be returned to Galveston County after the polls close on Election Night.
Cost: $100 per kit

b) Arrange for staff to receive the supplies and equipment being returned by the Election Judges on Election Night.
Cost: Overtime for staff and part time workers hired to provide this service will be evenly split between the entities contracting with Galveston County.

c) Provide all necessary voting machines and equipment for use at early voting and Election Day locations.
Cost: $465 per Verity Duo, $506 per Verity Controller, $577 per Verity Duo with access, $610 per Verity Scanner and $150 per Verity Duo Go.

d) Transport the voting machines and equipment to and from the voting locations.
Cost: $200 delivery per location

e) Program the ballot and conduct the Logic and Accuracy Testing of the counting equipment.
Cost determined by the number of contests on the ballot: $1500 for up to 5, $2530 for up to 10, $3,300 for up to 20, $4,180 for up to 40 and $5280 for up to 75, and $6720 for up to 100 contests.

f) Provide a central counting station, supplies, equipment and the tabulating and supervisory personnel needed to tabulate. Prepare the unofficial tabulation results and unofficial/official canvass report.

Cost: $1000 for use of the equipment plus overtime for county employees doing the tabulation if applicable.

g) Assist the Entity in the general overall supervision of the election and any subsequent runoff election.
Cost: Included in the 10% election fee

h) Conduct early voting and Election Day Voting training.
Cost: $75 per person per class

i) Two or more electronic **poll pads** will be deployed (at the discretion of the Elections Division) to each polling location.
Cost $100 per poll pad

j) Galveston County will partner with the Entities to determine the polling locations within their jurisdictions.

k) Hire judges, alternate judges, and clerks that are trained by Galveston County and are registered voters from within one of the jurisdictions holding an election.
Cost: Total amount reimbursable by the Entity.

l) Elections Mobile App: Entities contracting elections with Galveston County will have their election information included on the Elections Mobile App.
Cost: up to $500.

m) The cost for all printed ballots (ballots by mail, sample ballots and test ballots) is **$.50** per sheet.

n) Ballots by Mail: Galveston County will provide ballot by mail processing services to the Entity. ***The cost for this service is $4.00 per ballot ($4.50, if a multi-page ballot)***.

o) The Entity may have an observer present during the tabulation of the votes. The name and contact information of the observer must be provided to and approved by the Presiding Judge of the Central Count Station on the form prescribed by the Texas Secretary of State upon arrival at the location.

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Galveston County will invoice the Entity for services rendered under this contract. The Entity will make payment to Galveston County in accordance with the terms and provisions of what is commonly referred to as the Texas Prompt Payment Act.

7. Voting System. The Hart Intercivic Verity Duo equipment as approved by the Texas Secretary of State will be the voting system used in providing services under this contract.

8. Authorized Representatives. Galveston County's authorized representative for all purposes of this contract is its Chief Deputy Clerk for Elections.

The Entity's authorized representative for all purposes of this contract is:

Sarah Pfluger	409-925-9041
Name	Phone #

9. General Provisions. As specified in Texas Election Code §31.096 this contract may not change:

a) The authority with whom applications of candidates for a place on a ballot are filed;

b) The authority with whom documents are filed under Texas Election Code §251.001 et. seq.; or

c) The political subdivision's requirement to maintain office hours under section 31.122.

As set forth in Texas Election Code §31.099 not later than the 10th day after the date this contract is executed Galveston County shall file a copy of this contract with the County Treasurer and the County Auditor.

10. WAIVER OF DAMAGES. The parties acknowledge that the Hart Intercivic Verity Duo System and the programming of paper ballots is highly technical and that it is conceivable that despite the efforts of Galveston County it might fail during an election or might contain errors. The Entity agrees that should the electronic voting system fail, it will not make any claim against Galveston County or any of their full or part-time employees, independent contractors or agents for damages of any kind, including but not limited to any and all costs relating to an election contest and/or costs and damages incurred for having to conduct a second election caused as a result of such failure or error.

The Entity acknowledges that holding multiple simultaneous elections presents logistical problems and other problems over and above a single election. Galveston County and its employees and agents will attempt to help ensure that these simultaneous elections are conducted without error or mishap, but on occasion, errors or mishaps do occur. Accordingly, the Entity agrees that should an error or mishap occur that it will not make any claim against Galveston County, or their full or part-time employees, independent contractors or agents for damages of any kind including but not limited to any and all costs relating to an election contest and/or costs and damages incurred by the Entity for having to conduct a second election, as a result of such error or mishap.

If legal action is filed against the Entity involving its election and if Galveston County is named as a party to this legal action and the complaint is based solely on allegations made against the Entity, the Entity shall be solely responsible for all costs and defense of that suit. In addition, the Entity shall be required to provide adequate legal counsel for Galveston County and, upon notice to the Entity, Galveston County shall be entitled to settle such claim or legal action upon terms it deems most advantageous to itself.

For purposes of implementing this contract, Galveston County and the Entity designate the following individuals to submit and/or receive information or notices to Galveston County or the Entity:

Galveston County:
Dwight D. Sullivan, County Clerk
Attention: Wendi Fragoso, Chief Deputy of Elections
Galveston County Records and Election Center
10000 Emmett F. Lowry Expressway, Suite 1152
Texas City, TX 77591

P.O. Box 17253
Galveston, Texas 77552-7253
409-770-5108
Email: Wendi.Fragoso@co.galveston.tx.us

Entity:

Santa Fe Independent School District

BOT President: J.R. Norman

PO Box 699 *Phone: 409-925-9041*

Santa Fe, Tx 77510 *Email: sarah.pfluger@sfisd.org*

This contract will be submitted to the Galveston County Commissioners' Court to be placed on the Consent Agenda as a Receive and File Item.

11. **Galveston County Title VI Assurance Clause.** Galveston County is committed to ensuring that no person, on the ground of race, color, national origin, religion, sex, age, disability or Veteran status, shall be subjected to discrimination, excluded from participation, or denied the benefits of, its programs and activities.

In accordance with this policy Galveston County requires its service providers and contractors to agree that during the performance of this contract the service provider or contractor for itself, its assignees and successors will abide by the following:

Compliance with Non-Discrimination Laws and Regulations. During the performance of this contract, contractor, for itself, its assignees and successors in interest (hereinafter referred to as "contractor") agrees as follows:

1) **Compliance with Regulations.** The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.

2) **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, religion, sex, age, disability or Veteran status in the selection and retention

of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3) **Solicitations for Subcontractors, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, religion, sex, age, disability or Veteran status.

4) **Information and Reports.** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by Galveston County or the Texas Department of Transportation to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Galveston County or the Texas Department of Transportation as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance**. In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, Galveston County shall impose such contract sanctions as it or the Texas Department of Transportation may determine to be appropriate, including, but not limited to:

   a) withholding of payments to the contractor under the contract until the contractor complies, and/or

   b) cancellation, termination, or suspension of the contract, in whole or in part.

6) **Incorporation of Provisions.** The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as Galveston County or the Texas Department of Transportation may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Galveston County to enter into such litigation to protect the interests of Galveston County, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

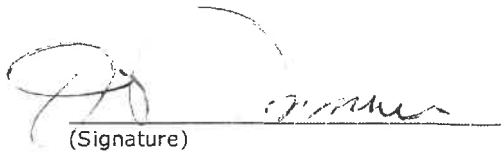
Executed this 19th day of August, 2025.

Galveston County:

_____
Dwight D. Sullivan
County Clerk

Entity:

Name: J.R. (Rusty) Norman
(Please Print)



(Signature)

( ) City Manager
( ) Superintendent
( ) City Secretary
( ) Chair County Executive Committee
( ) Mayor
(✓) President
( ) Other

Received and Filed:
Galveston County

_____
Hon. Mark Henry
County Judge
Attest:

_____
Dwight D. Sullivan
County Clerk

Date: _____

Date Copy of Agreement Furnished
to County Treasurer: _____

Date Copy of Agreement Furnished
to County Auditor: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*16.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of accepting the proposed exterior plaque for the Mental Health Wellness Center submitted by Facilities

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	8/21/25 3:01 pm
2	Dianna Martinez	Approve	8/22/25 1:02 pm

Type 2
Double sided, post and panel
Stud Mount Flush
QTY: 1

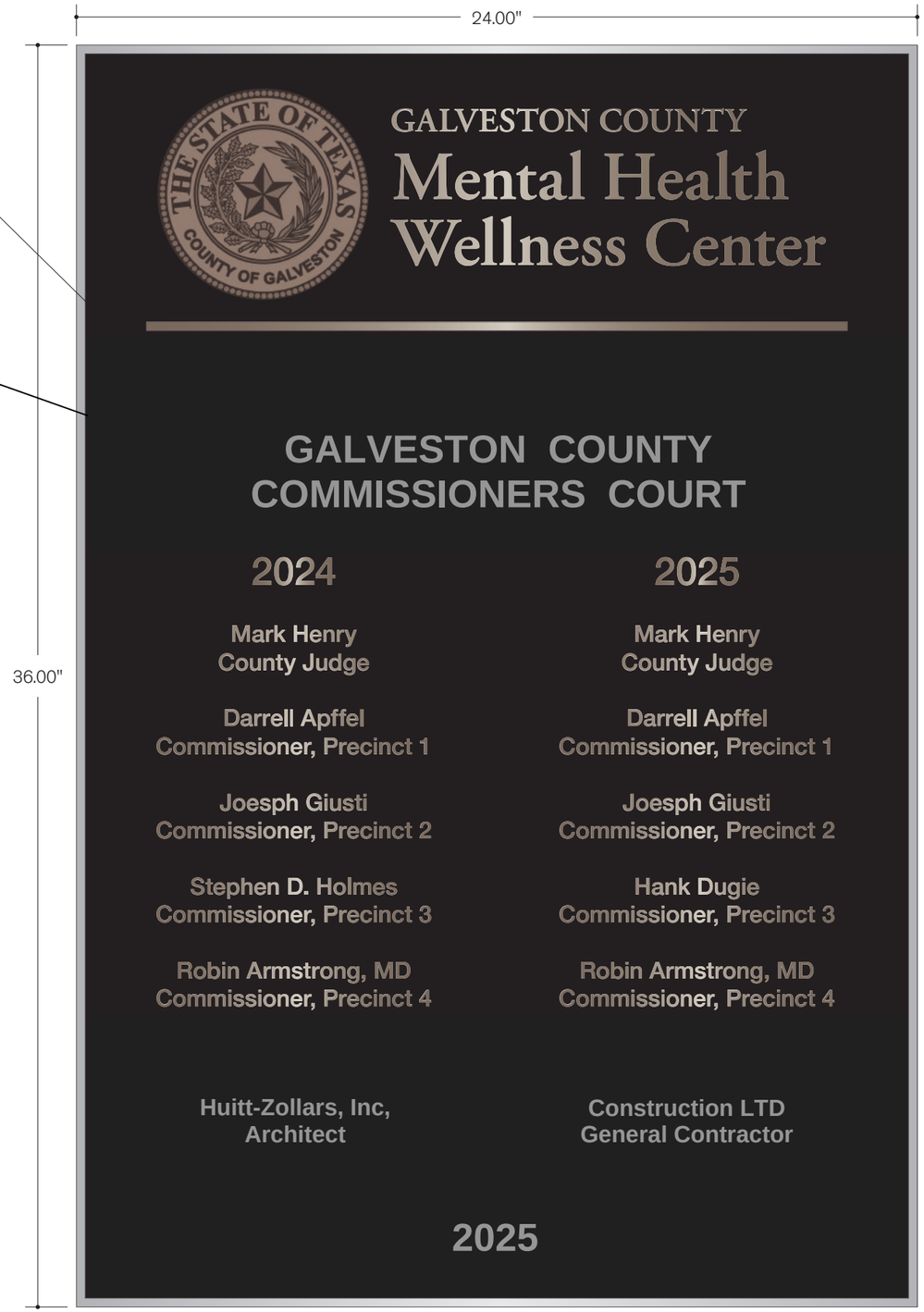
Huitt-Zollars, Inc,
Architect

Plaque

A 5/16" Deep, Cast Bronze
Raised Border and Graphics
Single Line Border
Graphic: **Production Ready Artwork Required**
Brushed - Horizontal Grain
Background: **2025** Black - Texture: Leatherette

Confirm design to finalize exact type sizing for production

Confirm final copy before we can revise this





takeform
11601 Maple Ridge Rd, Medina, NY, 14103
P 800.528.1398 F 585.798.8889
www.takeform.net

Rendering

Project:
Galveston County BH Exterior

Date: 04.22.25
Drawn By: JA

Filename:
GAL0004_227569_EXT_Rev1

Revisions:
06.02.25 JA

Scale: 3" = 1'

Custom
EXTERIOR SIGNAGE

Notes:
- Site survey required
- **Verify mounting conditions**
- **Production ready artwork required**

Product Approval
☐ As Is ☐ As Noted
Approved By: _____
Date: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*17.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorizing the County Judge to sign the water and wastewater capacity application for the City of La Marque for the new Mental Health Wellness Center at 1207 Oak St., La Marque, TX, as submitted by Facilities

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	8/21/25 3:01 pm
2	Dianna Martinez	Approve	8/22/25 2:28 pm

CITY OF LA MARQUE, TEXAS

"Gateway to the Gulf"

1130 1st St., La Marque, Texas 77568

Ph: (409) 938-9204 Permits@cityoflamarque.org

WATER AND WASTEWATER CAPACITY APPLICATION

Please use this application to request Water and Wastewater Capacity for new and existing expansion projects. Per Ordinance No. 0-2019-003, Impact Fees may affect this property.

Refer to the City of Houston Impact Fee Service Unity Equivalent Table (attached) to determine usage. Recommended Service Units are based on 1.0 SU = 250 gpd.

FEE SIMPLE TITLE OWNER INFORMATION:

Name: Galveston County

Address: 722 Moody Avenue Galveston, TX 77550

Email: Mark.Henry@co.galveston.tx.us

Signature: _____ Date: _____

APPLICANT INFORMATION:

Contact: Misty Witmer

Company: Galveston County

Address: 722 Moody Avenue Galveston, TX 77550

Email: Misty.Witmer@galvestoncountytx.gov

Signature: _____ Date: 8/19/25

PROPERTY INFORMATION:

Property Tax Account Number(s): R 736384 5 5060-0000-001-000

Service Address: 1207 Oak, Lamarque, Texas

Legal Description: Abst. 150 J.D. Moore Survey Res A Blk 1 (0-100) McNeels Sub Prtl RPLT No 1

Tract Size: 2/42 Acres

TYPE OF DEVELOPMENT:

Existing Development: _____

Development to be Removed: _____

Proposed Development: New construction of Galveston County Mental Health Facility

WATER AND SANITARY CALCULATIONS			
	CONNECTIONS	GPD	USAGE
WATER	3"	11,685	Plumbing fixtures
SANITARY SEWER	6"	11685	Plumbing fixtures

Submittal Requirements: Complete the application and provide a site plan.

For questions regarding this application, please contact Adico, LLC, City of La Marque Consulting City Engineer at 832-895-1093 or via email at loan@adico-llc.com and dinh@adico-llc.com.

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*18.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

1) **Date of Request:** 8/15/2025
2) **Contract Type:** Expense
3) **Renewal Contract:** Yes
4) **Department Name: Information Technology**
5) **Department Contact: Misty Witmer**
6) **Description: Consideration of approval of SecureCRT maintenance renewal with SHI Govt Solutions submitted by Information Technology**

7) **PEID No: N/A**
8) **Req No: N/A**
9) **Orgkey: 1101159100**
10) **Object Code: 5419301**
11) **Vendor: SHI Govt Solutions**
12) **Vendor Contract No: OMNIA 2024056-02**

Expenditure Budget/Revenue Projections

13) **Fund Name:**
14) **Fund #:**
15) **Current Year Budgeted:**
16) **Current Year Projected:**
17) **Year 2:**
18) **Year 3:**
19) **Year 4:**
20) **Year 5:**
21) **Totals:**

To Be Completed by Purchasing Department

22) **Contract Start Date:** 9/21/2025
23) **Auto Renewal Contract:** Choose an item.
24) **Bid No:**
25) **Contract End Date:** 9/21/2026
26) **Contract # Issued by Purchasing Department: 232792**

NOTES: HB1295 Requested

Approval History

Seq #	Approver	Action	Action Date
1	Lauren Michaels	Approve	8/15/25 1:32 pm
2	Misty Witmer	Approve	8/18/25 11:40 am
3	Melissa Fleming	Approve	8/18/25 4:17 pm
4	Veronica Van Horn	Approve	8/20/25 5:25 pm
5	Diana Huallpa	Approve	8/21/25 3:27 pm
6	Sergio Cruz	Approve	8/21/25 3:55 pm
7	Veronica Van Horn	Approve	8/21/25 4:20 pm

Office of Information Technology – 5WH

Title: 2025-SecureCRT

Description: VanDyke SecureCRT + SecureFX Bundle

For who: IT

Location: County

When needed: 8/30/2025

Justification: SecureCRT primarily used as a secure terminal emulator and remote access client for connecting to and managing remote systems.

Item	Qty	Per Unit $	Total
VanDyke SecureCRT + SecureFX Bundle	10	44.05	440.50

Total spend: 440.50

Is this item budgeted: ☑ **Yes** ☐ **No** **Budgeted amount:** 1000.00

If not budgeted, describe

how item is to be funded?:

Is this a renewal?: ☑ **Yes** ☐ **No** **Current expiration date:** 9/30/25

DIR Contract?: ☐ **Yes** ☑ **No** **DIR Contract #** OMNIA 2024056-02

Account: 1101159100 5419301

Submitted by: Brian Brownson **Date:** 8/12/20

REQUEST ID- # 47059

SecureCRT Renewal

Requested by Brownson, Brian on Aug 11, 2025 08:01 AM | Approval Status : Not Configured

Request Details

Request Type	Service Request	Mode	Not Assigned
Status	Open	Level	Not Assigned

Requester Details

Requester Name	Brownson, Brian	Assets	-

Site	Base Site	Category	Purchasing
Group	Business Office	Sub Category	Services
Technician	Michaels, Lauren	Item	Not Assigned
Total Cost	440.5 $		
Has your department budgeted for this?	Yes		
Date Needed Completed By:	Sep 12, 2025 08:00 AM		

OIT Business Office Use Only

Fiscal Year	Not Assigned	Budget Amount	Not Assigned
Maintenance	Not Assigned	DIR Contract	Not Assigned
Submitted By:	Not Assigned	Submitted Date	Not Configured

Created Date	Aug 11, 2025 08:01 AM	Responded Time	Not Configured
Due by date	Aug 25, 2025 08:01 AM	Completed Time	Not Configured
Response Due Date	Not Configured		

Emails to Notify	-

Created By	Brownson, Brian	Department	Information Technology
Template	Purchase Supplies or Services	Service Category	Purchasing
SLA	10 Day Resolution		

Description

Describe what is being purchased?

VanDyke SecureCRT + SecureFX Bundle

Why is this equipment needed?
SecureCRT primarily used as a secure terminal emulator and remote access client for connecting to and managing remote systems

What Department and\or who will use this item?
Network

Additional Information - URLs or places items can be purchased:

Requester Details

Brownson, Brian
brian.brownson@galvestoncountytx.gov

Employee ID	E100882
Phone	+14097662517
Mobile	-
Job Title	IT Security & Continuity Manager
Site	Base Site
Department	Information Technology
Reporting Manager	Martinez, Chris
Test	-

Assets belonging to the User

Name	Product	Product Type	Asset Type	Product Manufacturer	Warranty Expiry Date
Spare # 81	Nighthawk M6	Air Cards	Asset	Netgear	-
HX813H3	U2722D	Monitor	Component	Dell	Mar 16, 2025
HW813H3	U2722D	Monitor	Component	Dell	Mar 16, 2025
foc2549ya0k	Catalyst 3560-CX	Switch	Asset	Cisco	-
FCH2243GAHB	CP 8851	Desktop Phones	Asset	Cisco	-
4q5b2n3.gc.pri	OptiPlex 5090	Workstation	Asset	Dell Inc.	-
1750NKN816500	DS416	Server	Asset	Synology	-
0F01XWR23083BF	Surface Pro 9	Workstation	Asset	Microsoft	-

Pricing Proposal
Quotation #: 26500867
Reference #: **Previous PO# F408476**
Created On: 8/7/2025
Valid Until: 9/22/2025

TX-County of Galveston

Brian Brownson
1353 FM 646 West
Suite 201
Dickinson, TX 77539
United States
Phone: 4097662517
Fax:
Email: brian.brownson@galvestoncountytx.gov

Client Solutions Manager

Richard Lettiere
3828 Pecana Trail
Austin, TX 78749
Phone: 800-870-6079
Fax: 512-732-0232
Email: Richard_Lettiere@SHI.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	VanDyke SecureCRT + SecureFX Bundle Upgrade 10 to 24 Licenses VanDyke Software - Part#: SCTB-0203-0010 Contract Name: OMNIA Partners IT Solutions, Products & Services Contract #: 2024056-02 Coverage Term: 9/21/2025 – 9/21/2026	10	$44.05	$440.50
			Total	$440.50

Additional Comments

Vandyke has a no returns policy.

- **All orders of products and services referenced on this quote are subject to any applicable end-user license agreement or usage terms delivered with, included in, or presented in connection with the products and services. Where any product supplied is or includes software, this software is licensed to you by the licensor/owner subject to their license agreement or terms included with such software. Usage rights associated with a software-as-a-service, platform-as-a-service, or infrastructure-as-a-service offerings operated and provided by a third party is subject to the relevant terms of use or other license terms between you and the third party service provider.**
- **All orders of products and services referenced on this quote are non-cancelable and non-refundable.**

Thank you for choosing SHI-GS! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. SHI Government Solutions, Inc. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3695478; DUNS# 14-724-3096

The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*19.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration for authorization to extend the contract for RFP #B232025, Indigent Burial Services submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:13 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

RE: RFP #B232025, Indigent Burial Services Contract #CM23434

Gentlemen,

The contract associated with RFP #B232025, Indigent Burial Services is scheduled for its second extension on November 30, 2025. The contracted vendor for this service is Carnes Brothers Funeral Home.

No amendments to the agreement are requested at this time.

It is requested that the extension be authorized.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Fleming, Melissa
Sent: Monday, August 18, 2025 2:28 PM
To: Dickey, Tammy
Subject: FW: B232025 - Indigent Burial Services
Attachments: Galveston County Indigent Renewell.pdf

Hi Tammy,

This is for B232025 - Indigent Burial Services.

Sincerely,

Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

---

From: Monterrubio, Christian <Christian.Monterrubio@galvestoncountytx.gov>
Sent: Tuesday, August 12, 2025 4:50 PM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Cc: Huallpa, Diana <Diana.Huallpa@galvestoncountytx.gov>
Subject: Re: B232025 - Indigent Burial Services

Good afternoon Melissa,

Apologies for the delay in responding. Yes, we would like to proceed with the second extension of the contract for Indigent Burial Services with Carnes Brothers Funeral Home.

Please let us know the next steps.

Thank you.

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
Galveston, Texas 77550
(409) 770-5371

Monday, August 18, 2025

CARNES BROTHERS FUNERAL HOME
1201 TREMONT
GALVESTON, TX 77550

RE: SOLICITATION NAME: Indigent Burial Services
Contract # CM23434 / Bid # B232025

Good day,

The resultant contract listed below is eligible for the second extension period and requires a response from your company to initiate the next contractual period.

- Contract Number: CM23434
- Bid Number: B232025
- Solicitation Name: Indigent Burial Services
- Extension Period: 11/30/2025 11/29/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County

Franklin W. Carnes III
ACCEPTED BY (signature)

PRESIDENT - CARNES BROTHERS FUNERAL HOME INC.
TITLE

DATE August 18, 2025

SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
INDIGENT BURIAL SERVICES
GALVESTON COUNTY, TEXAS

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SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
INDIGENT BURIAL SERVICES
GALVESTON COUNTY, TEXAS

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SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
INDIGENT BURIAL SERVICES
GALVESTON COUNTY, TEXAS

The Special Provisions and the General Provisions of this Request for Proposal and the Exhibits attached hereto are made a part of the agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at https://galvestoncountytx.bonfirehub.com/.**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business: https://galvestoncountytx.bonfirehub.com/portal/?tab=login

There is no cost to register as a vendor. For more detailed clarification and information on how to register and submit your bids and proposals through Bonfire, click on the video link below:
Submission Video: https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission-

A. PURPOSE:

Galveston County, Texas (the County) issues this Request for Proposal (RFP) seeking a vendor to provide Indigent Burial Services for Galveston County. Successful contractor shall comply with all specifications listed in this Request for Proposal.

This invitation is open to businesses actively engaged in Burial Services. Proof of capability may be required prior to the award of a contract.

B. DESCRIPTIONS OF REQUIREMENTS OF THE CONTRACTOR:

The County Indigent Burial Service's Coordinator is responsible for determining the eligibility of the deceased, as an indigent burial. The contractor is responsible for all aspects of the burial or cremation process, including transportation, preparation, containment, securing, opening and closing a plot, embalming, preparation and dressing the body for burial, shelter remains and provide funeral services. Galveston County will select those services to be provided by the successful contractor on a case by case basis. Galveston County reserves the right to use services secured gratis from agreement (s) with other community sources for item (s) also listed herein

At the time of submitting a proposal, the contractor must disclose and submit for approval, to the Galveston County's Contract Services (the Department), any and all subcontractors that will be performing functions for the contractor prior to any involvement in the burial process described in these specifications. The contractor may not subcontract for any part of the services or items required by this contract except as disclosed in this bid.

SPECIAL PROVISIONS
REQUEST FOR PROPOSAL
INDIGENT BURIAL SERVICES
GALVESTON COUNTY, TEXAS

The Department will give written authorization to the contractor when a body of an indigent resident is to be picked up and prepared for burial or cremation. The contractor shall take possession of the body at the morgue, the medical examiner's office, or any other location within Galveston County or within a 50-mile radius of Galveston County, and transport the body to the contractor's facility or a subcontractor's facility.

C. HISTORICALLY UNDERUTILITED BUSINESS ENTERPRISE (HUB) PARTICIPATION:

It is the goal of the Galveston County Commissioners' Court to have Historically Underutilized Business enterprises (HUB) and labor surplus firm's participation when providing services under a contract. If proposer(s) awarded a contract as a result of this solicitation effort do not hold a HUB certification/designation, then the Awardee shall make and demonstrate a good faith effort to include the services of HUB participation under a contract. As part of a good faith effort, Awardee agrees to work with and assist in meeting HUB targets and goals, as may be required by any rules, processes or programs that have a requirement for such. Such assistance may include such things as compliance with reporting requirements, provision of documentation, consideration of Certified/Listed sub-contractors, provision of documented evidence that an active participatory role for a HUB entity was considered in a procurement transaction, etc.

The term HUB as used in this solicitation, is understood to encompass all programs, business enterprises such as Small Disadvantaged Businesses (SBE) Disadvantage Business Enterprises (DBE), Minority

Owned Business Enterprises (MBE), Women Owned Business Enterprises (WBE), and Disabled Veteran Business Enterprises (DVBE).

There are many designations other than "HUB" used across the country within various jurisdictions. Examples include terms such as Disadvantaged Business Enterprise (DBE), Minority Owned Business Enterprise (MBE), Woman Owned Business Enterprise (WBE), Small Disadvantaged Business (SDB), Small, Woman or Minority-owned Business (SWAM), etc. Regardless of the formal designation, the overall objective of the relevant programs are basically the same, i.e. to insure that disadvantaged and underutilized members of the business community receive a fair share of public spending. The term HUB as used herein shall be understood to encompass all such programs/business enterprises, no matter what terminology is used.

The terms "Certified" and "Listed" as used in conjunction with HUB programs relate to the process of HUB qualification review. Jurisdictions usually require that companies claiming HUB status be reviewed and confirmed as meeting certain minimum requirements to claim that status, and that the review and confirmation process be carried out by certain designated entities. They are then "Certified" or "Listed" by having their name included on an official listing published by the Certifying or Listing Authority.

The procurement efforts of the County of Galveston, especially when federal funding is involved, are subject to various requirements relative to purchasing goods and services from Historically Underutilized Business Enterprises (HUBs). These requirements are promulgated by federal and state governmental authorities, and may include measurable criteria such as "percentage of total dollars spent directed to

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HUBs", "number of HUB contractors used", "HUB subcontractors employed by primary contractors", etc. These requirements are generally formalized in goal-oriented programs.

D. DEFINITIONS (As mentioned in FAR Subpart 52.2—Text of Provisions and Clauses)

52.202-1 Definitions.

Definitions (Nov 2013)

When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless—

(a) The solicitation, or amended solicitation, provides a different definition;
(b) The contracting parties agree to a different definition;
(c) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning; or
(d) The word or term is defined in FAR Part 31, for use in the cost principles and procedures.

E. BID/PROPOSAL GUARANTEE:

A bid bond ***is not a requirement of this solicitation request***.

F. PERFORMANCE AND PAYMENT BONDS

Performance and Payment Bonds ***are not a requirement of this solicitation request***.

G. BEST AND FINAL OFFERS (BAFO):

The Best and Final Offer process ***is*** applicable to this solicitation.

H. PROCUREMENT TIMELINE:

A timeline for this RFP and initial process is included below. Galveston County reserves the right to change these dates and will notify proposers of any changes via addendum:

Advertise RFP (first date of publication)	**Thursday, September 7, 2023**
Advertise RFP (second date of publication)	**Thursday, September 14, 2023**
Deadline for Questions & Inquiries	**Wednesday, September 20, 2023 by 5:00 P.M.**
RFP Bid Opening	**Friday, October 6, 2023 at 2:00 P.M.**

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Interested parties may attend the Friday, October 6, 2023, 2:00 P.M. bid opening virtually by using the following link:

https://galvestoncountytx.webex.com/galvestoncountytx/j.php?MTID=mef2c1c31434ba358ff832ff57d722b5f

Join by meeting number
Meeting number (access code): 2491 798 2118
Meeting password: B232025 (2232025 from video systems)

Tap to join from a mobile device (attendees only)
+1-415-655-0001,,24917982118## ## US Toll

Join by phone
+1-415-655-0001 US Toll
Global call-in numbers

Join from a video system or application
Dial 24871502550@galvestoncountytx.webex.com
You can also dial 173.243.2.68 and enter your meeting number.

I. SUBMISSION INSTRUCTIONS:

Bonfire Interactive will be utilized to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically.

"Walk-in" or "mailed-in" proposal submittals are still allowed, however, Bidders are strongly encouraged to submit their proposals electronically online via Galveston County's e-Procurement Portal located at, https://galvestoncountytx.bonfirehub.com/.Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox are web browsers that are proven to work well. JavaScript and browser cookies must be enabled.

Specifications can be obtained on the same e-Procurement Portal,
https://galvestoncountytx.bonfirehub.com/

Submission materials should be prepared in the file formats listed under Requested Information for this opportunity in the Bonfire Portal. The maximum upload file size is 1000 MB. Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated.

Respondents should contact Bonfire at Support@GoBonfire.com for technical questions related to submissions or visit Bonfire's help forum at https://bonfirehub.zendesk.com/hc.

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One (1) unbound original and three (3) copies must be submitted no later than **2:00 P.M. CST,** on **Friday, October 6, 2023:**

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any proposals received after **2:00 P.M. CST** on the specified date will be returned unopened.

Proposal Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ https://www.galvestoncountytx.gov/county-offices/purchasing

J. TYPE OF CONTRACT:

The initial term of the contract shall be one (1) year with two (2) one (1) year options to renew, mutually agreeable by both parties. The total contractual period shall not exceed three (3) years unless otherwise superseded by the resultant contract language.

In an effort to satisfy cost reasonableness responsibilities at the time of each extension period, the County of Galveston reserves the right to obtain additional quotes and current pricing information from the successful contractor and other contractors to perform the work as stated per the specification listed herein and in the resultant. The solicited results shall be used by the County to determine if the contract extensions will be considered.

K. COLLATERAL CONTRACT:

The County reserves the right to provide by separate contract or otherwise, in such manner as not to delay its programs or damage said Contractor, all labor and material essential to the completion of the work that is not included in this contract.

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L. INVOICES AND PAYMENT:

Invoices for services rendered under this contract shall be prepared monthly and rendered for payment to the County of Galveston's Auditing Department in the month following the month within which the services were received. All invoices must have a Purchase Order Number listed on the invoice to be prepared properly processed. The County Auditor's address is as follows:

Galveston County Auditing Department
Attn: Accounts Payable
P.O. box 1418
Galveston, Texas 77553

M. PERSONNEL TO CONTACT REGARDING THIS SOLICITATION:

Proposers desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Proposer, which in the opinion of the County affects all responders or would be prejudicial to other proposers if not communicated, shall be furnished to all proposers as an addendum to the solicitation. Proposers **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody), 5th Floor
Galveston, Texas 77550
E-mail: purchasing.bids@co.galveston.tx.us

Proposers must e-mail their inquiries (with the subject line **"Indigent Burial Services – RFP #B232025 – Questions"**) for additional information and/or clarification to the address listed above. The request must include the Proposer's name and the RFP number and title. ***Any request for additional information or clarification must be received in writing no later than seven (7) calendar days prior to the proposals due date.*** Late requests or those not delivered to the proper address may not receive a reply. Proposers shall not attempt to contact the County by any other means. The Purchasing Agent's Office shall post the answers to the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the Proposal Submission Date. The County, at its sole discretion, may not issue a response to a RFI submittal. Proposers should not rely on any oral or written representations, statements, or explanations, other than those made in this RFP or in any written addendum to this RFP. Where there appears to be conflict between the RFP and any issued addenda, the last addendum issued will prevail. Addenda will be posted and made available on the County's procurement web page. It is Proposer's sole responsibility to ensure receipt of all addenda prior to submitting its proposal. All Proposers should check the County's procurement web page for all addenda prior to submitting a response. The County's procurement web page is located at http://www.galvestoncountytx.gov/county-offices/purchasing .

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The Proposer must acknowledge the receipt of all addenda on the forms provided. In the event a Proposer fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determines that such failure to acknowledge any or all addenda does not materially affect the Proposal and waive the acknowledgement of one or more addenda.

Proposers who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the proposal receipt date or in sufficient time for the Proposer to prepare a responsive or competitive submittal.

N. PROGRAM ADMINISTRATION:

Unless otherwise provided by specific provisions under this agreement, contractor operations and activities related and provided for in this agreement will be under the supervision of the Galveston County Community Services Director or his designated representative who for the purpose of this contract are:

TaShonda Edwards, Indigent Burial Coordinator
Galveston County
5115 Hwy 3
Dickinson, Texas 77539
Telephone: (409) 770-5585

The Galveston County Commissioners Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, and that pricing meets the agreed upon pricing methodology as specified in the contract, and that funds are available.

O. FUNERAL SERVICES:

Funeral Services shall be carried out with utmost dignity, decorum and solemnity, with at least one agent of the contractor who is licensed by the Texas Funeral Services Commission in attendance and in accordance with applicable Texas laws and the rules and regulations of the Texas Funeral Service Commission.

Whenever it is not possible to embalm a decedent who is scheduled for burial, then it is the responsibility of the contractor to prepare the body in such a way as to decrease as much as possible any offensive odors. This will include, but not limited to the use of industry standard deodorizing agent on the body and placing the body in an industry standard body bag (s) that will minimize the escape of offensive odors.

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A normal, respectable casket and lining will be used at the time of service or viewing, appropriate to body size and complete with pillow and bed.

Contractor will coordinate with the Galveston County, Cemetery, Crematory, and other parties as necessary to perform funeral services.

Whenever possible and applicable cultural and religious preferences of decedent and next of kin will be taken into account with regards to embalming.

The body shall be cared for and interred or cremated in strict conformity with the laws of the State of Texas and rules and regulations of the Texas Funeral Service Commission.

The body shall be attended by, and interred or cremated in the presence of a funeral director licensed by the State of Texas.

A minimum of a doeskin covered wood product type or metal Ziegler type coffin will be used for interment. Caskets for interment will be utilized based on the size of the decedent per the following:

- Premature, still born or other child (up to 12months)
- Bodies up to 250 pounds
- Bodies from 251 to 400 pounds
- Bodies over 400 pounds
- Bone fragments and body parts

Cremated remains will be returned to family members.

The body shall be placed in a coffin in a natural position, after being cleaned and hair being combed and being properly clothed as required by law.

The contractor shall be responsible for transporting the body to the grave site or crematory.

The contractor shall obtain the death certificates and burial or cremation permits from the proper authorities as prescribed under Chapter 193, Texas Health and Safety Code. The certificates and permits must be available at the time of interment or cremation. Death certificates must be filed with the bureau of vital statistics.

The contractor shall complete the interment or cremation of a body within a reasonable length of time after authorization by the Department.

The grave shall be properly covered, with the top of the coffin interred not less than twenty-four (24) inches below the natural surface of the ground. The contractor will ensure that each interment is individually buried, and plots are individual marked.

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The contractor will ensure that the interment occurs in a cemetery that is approved by the State of Texas, maintained in a respectful and presentable manner and that the interment takes place in a plot obtained by the contractor within Galveston County. The grounds will be leveled after each burial and mowed at least twice per month during the months of May, June, July, August, and September. Mowing will be once a month during the balance of the year. Further, special care should be taken to ensure grave markers remain visible and intact, which may require weed eating and/or edging. Grounds (including fencing) will be maintained and kept level during the duration of this contract, cemetery grounds will be inspected by a designated County employee. If it is determined that the cemetery grounds do not meet the County's approval, the contractor will have 30 days to remedy the issues.

Contractor will maintain an accurate, professional and current layout of the cemetery, hereby known as the "Cemetery Map" or "Map." This Map will serve as an identification tool for family members looking to place a grave marker, and for easy identification of each plot, as needed. An updated Map should be furnished to the County on a quarterly basis.

The entire interment or cremation procedure is subject to inspection at any time by the Department. The contractor shall notify the Department within 48 hours prior to each scheduled burial.

Contractor will be required to make arrangements for friends and family of the deceased to view the body.

Contractor will be required to coordinate religious services for the deceased utilizing a minister chosen by the family, or if no family available, the service may be conducted by a minister of any religious

organization or licensed funeral director. The service may be conducted at the gravesite or in an appropriate room at the contractor's facility, lasting no more than one hour in duration.
Any other licensed funeral director may claim a body from the contractor at the request of the deceased. The family, not the County, then will be liable for all expenses incurred by the contractor.

P. ELEMENTS OF PROPOSAL:

The following information must be provided in each proposal:

- **Business Organization**
  State the full name of the business/organization and, if applicable, any branch or affiliated office that would be engaged to perform work on this project. Indicate whether the organization is a sole proprietorship, partnership, or corporation. Additionally, a brief history of the business/organization needs to be included.

- **Qualifications**
  Provide qualifications of any executive/professional personnel that will be engaged to perform work completed in this proposal. Identify key individuals by name and title.

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- **References**
  Provide three references with whom your business/organization has provided similar work with the last three years. References should reflect audits completed for various entities within the State of Texas. For a minimum, include the organizations name, contact person, their contact information, and a description of the work performed.

Q. PROCUREMENT PROCESS:

- **Proposer Expenses**
  Costs and expenses relating to the preparation of a proposal and its submission shall be borne solely by the Proposer. The County is not responsible for any cost or expense incurred by any Proposer in the preparation or submission of its proposal.

- **Format for Proposal**
  In order for the proposal to be considered responsive, the Proposer must respond to each and every component outlined in the order shown in this RFP using the format prescribed for each component. A proposal that fails to follow this format or that takes exceptions or is incomplete or conditional may be rejected as being non-responsive. Proposals must be clear and concise. The determination to reject a proposal as being non-responsive shall be at the sole discretion of the Purchasing Agent.

  The County reserves the right to offer these alternatives to other proposers.

- **Ad Valorem Taxes**
  The Proposer shall be responsible for any ad-valorem taxes assessed by any governmental entity on its leasehold and shall pay such taxes prior to the date of delinquency. Provided however, that nothing herein shall prevent a Proposer from legitimately challenging the validity of an ad-valorem tax assessment.

R. CORPORATE EXPERIENCE:

Included in this section, the Proposer shall provide a summary of its current and recent history of past performances relating to providing Indigent Burial Services. Please address the following information for each item listed below:

1. **Company Profile**

   a. Specify the date organized and type of organization (partnership, corporation, etc.) for providing Indigent Burial Services. Include a brief history of the organization, management structure, current services provided, and any other relevant information pertinent to demonstrating the Proposer's capability. Include location of corporate headquarters, parent company identification, and subsidiary or affiliate identification if applicable).

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b. Describe a minimum of two, if any, similar or larger communities with whom you presently have or have provided Indigent Burial Services. All proposers are to notate if Indigent Burial Services have not previously been provided by the company. All proposers are to include the following information:

- Client name, address, and telephone number;
- Date of original contract and expiration date;
- Number of renewals, if applicable

c. List all contracts lost or not renewed in the last three years and list contact person and telephone number for those contracts. Please provide a narrative describing reason that contracts have not been renewed. Proposer must specifically identify any contracts from which they have asked to be relieved or any contracts that have been cancelled prematurely.

d. Discuss any corporate reorganization or restructuring that has occurred within the last three years and discuss how the restructuring will impact upon the Proposer's ability to provide services proposed. Discuss any announced pending mergers or acquisitions which affect the information on corporate organization listed above.

e. Describe other current or anticipated contractual obligations that have been awarded that will coincide with terms of this contract.

f. Provide an organization chart delineating corporate office organizational structure. Include a project organizational chart showing your proposed service team for this contract.

Proposer is cautioned that it is Proposer's sole responsibility to submit information related to the evaluation categories and that the County of Galveston is under no obligation to solicit such information if it is not included with the proposal. Failure of the Proposer to submit such information may cause an adverse impact on the evaluation of the Proposer's proposal.

The County reserves the right to consider historic information and facts gained from the Proposer's proposal, references, or other objective data in the evaluation process.

2. **Financial Statements**
If requested, Proposer shall provide audited financial statements that have been audited by an independent Certified Public Accountant (CPA) or CPA firm for the preceding two-year period.

If Proposer is a wholly owned subsidiary of another company or corporation, and Proposer does not possess audited financial statement, then unaudited financial statements for the subsidiary for the preceding two-year period must be submitted as supplemental information to the company's financial statements in order to meet this requirement. Audited financial statements shall be submitted to the County annually during the term of this contract.

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Proposer shall provide the two most recent Dun & Bradstreet ratings for the company, and for the parent corporation, if applicable.

3. **References**
Proposer shall use the Proposal Response Sheet (ATTACHMENT H - References) provided to provide the following reference information:

   a. The names, business address, and telephone and facsimile numbers of at least three (3) individuals and/or organizations who can attest to the proposer's capability of the Proposer to carry out the requirements in this proposal.

   b. The names, business address, and telephone and facsimile numbers of at least three (3) of Proposer's major suppliers who can speak to the financial capability of the Proposer to carry out the requirements in this proposal.

   c. Proposer may supplement on separate pages if it desires to provide more than the minimum references.

4. **Proposer Qualifications**
Proposer expressly affirms and certifies that it:

   a. is a duly qualified, capable, and otherwise bondable business entity;
   b. has a minimum of five (5) years' experience in the provision of Indigent Burial Services;
   c. is not in receivership;
   d. does not owe any back taxes within Galveston County, Texas;
   e. is able and capable of performing its duties under this contract through its own resources without subcontracting or assignment;
   f. is normally engaged in this type of business; and
   g. is familiar with and will abide by all laws, regulations, and customs applicable to this type of service.

5. **Noncompliance with required RFP Information**
Any Proposer unable to comply with any requested information must furnish the reason for such inability.

6. **Disaster/Contingency Plan**
Proposer will submit a contingency emergency plan to provide services in the event of a force majeure.

7. **Licenses/Permits**
All licenses or permits required by any State, County, or other governmental authority shall be secured by Proposer at its sole cost and expense.

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S. DOCUMENTATION:

Proposer shall respond to each and every component in the order of this RFP. In addition, Proposer must include the following with its proposal or subsequent to award as applicable:

- Exceptions to RFP Conditions, if applicable;
- Describe and label any alternatives to proposal, if applicable;
- Certificate of Insurance and original endorsement (in Vendor Qualification Packet);
- All items required under Corporate Experience, (use form provided for reference information and notice information);
- Disaster/Contingency plan;
- Policy on press relations;
- Description of quality control and audits;
- FEIN Number;
- Signature of authorized representative on Proposal Response Sheet - Proposal;
- Complete mailing address of Proposer, including telephone number and facsimile number and name of authorized representative;
- Information on mergers or acquisitions in which the Proposer is involved, if any.
- **All items listed on the Required Documents Checklist.**

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T. EVALUATION CRITERIA AND AWARD:

The award(s) will be made to the responsible proposer(s) whose proposal is determined to be the best evaluated offer demonstrating the best ability to fulfill the requirements set forth in this Request for Proposal. In awarding the contract, the Evaluation Committee may take into consideration the proposer's skill, capacity, experience, support capabilities, previous work record, costs, the necessity of prompt and efficient completion of work described in the proposal documents, or other factors considered relevant.

The requested services will be awarded primarily based on the evaluation criteria listed below as well as complying with the provisions as stated in the General Provisions, Item 18, Award of Proposals – Evaluation Criteria and Factors.

The County will evaluate qualifications according to factors which include, but may not be limited to, the following:

Burial Services Pricing:	**30 points**
Completeness of Proposal (Corporate experience; Documentation):	**35 points**
Record Keeping:	**15 points**
Location of Burial Plots:	**10 points**
Sensitivity to families:	**5 points**
Hours of access by a designated County staff:	
(one (1) point for each hour available by phone or fax):	**5 points**

U. DISASTER AND EMERGENCY RESPONSE:

The Galveston County Commissioners' Court recognizes the vulnerability of Galveston County citizens and their communities to damage, injury, and loss of life and property resulting from disasters. Such events require 24/7 responses from emergency first responders, government employees, various elected and appointed officials, state and local representatives, and other emergency management personnel.

In an effort to satisfy cost reasonableness responsibilities and reimbursement initiatives in times of declared emergencies or disasters and their recovery efforts, the County of Galveston reserves the right to obtain additional quotes and current pricing information from the successful contractor and other contractors to perform the work as stated per the specifications listed herein and in the resultant contract. These services shall be solicited on the open market with the same specifications as listed herein and as stated in the resultant contract, however, may include scope changes due to the unknown status of the emergency. The County of Galveston reserves the right to utilize the most advantageous and cost-effective solution(s) during the duration of the declared event and recovery period in an effort to relieve the taxpaying citizens of increased burden and financial hardship.

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V. ATTACHMENT J - Proposal Response Sheet

An authorized representative of the Proposer shall sign, warranty and guarantee, and tender the proposal. For assistance in ensuring that the County is able to identify the authorized representative, please either type or print clearly, in ink, the following:

Proposer, _____, hereby proposes to provide Indigent Burial Services. Proposer hereby agrees to all of the terms and provisions in the Request for Proposal. All exceptions and alternatives stated, and Proposal Response Sheets, all of which are incorporated into Proposer's proposal.

Name and Address of Proposer:

_____

_____

Proposer's Federal Identification Number is:_____

Telephone Number:_____ Facsimile Number:_____

Principal authorized to bind Proposer:

Name:_____

Signature:_____

Title:_____

Date:_____

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Person to contact regarding this qualification:_____

Title:_____ Phone:_____ Fax:_____

E-mail address:_____

Name of person authorized to bind the Firm:_____

Signature:_____ Date:_____

Title:_____ Phone:_____ Fax:_____

E-mail address:_____

The remainder of this page intentionally left blank

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ATTACHMENT J - Proposal Response Sheet (cont.)

Line Item Details:

All proposers must submit pricing information on the following table:

Item #	Code	Description	Quantity	Unit	Unit Price	Extended Price
0001	95200	**Yearly INDIGENT STANDARD BURIALS**	35	EA	$	$
0002	95200	**Yearly INDIGENT STANDARD CREMATIONS**	15	EA	$	$

***IF PROPOSING AN ALTERNATIVE, PROVIDE THE ALTERNATIVE WITH THIS PROPOSAL RESPONSE SHEET.**

The remainder of this page intentionally left blank

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W.REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

_____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of qualification submittal as non-responsive. It is the responsibility of the Proposer to ensure that Respondent has received all addenda.

Items:	**Confirmed (X):**
1. Required Documents Checklist (this page)	_____
2. Addenda Acknowledgement (if any)	**#1**_____ **#2**_____ **#3**_____ **#4**_____
3. One (1) original, three (3) copies of submittal	_____
4. ATTACHMENT A - Vendor Qualification Packet	_____
5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility	_____
6. ATTACHMENT C - Certification Regarding Lobbying Form	_____
7. ATTACHMENT D - Non-Collusion Affidavit	_____
8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel	_____
9. ATTACHMENT F - Prohibition on Contracts with Certain Companies	_____
10. ATTACHMENT G - Information for Notice	_____
11. ATTACHMENT H - References	_____
12. ATTACHMENT I- Contract	_____
13. ATTACHMENT J – Proposal Response Sheet	_____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*20.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration for authorization to extend the contract for ITB #B242001, Asphalt Pavement Surface Rejuvenator submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:16 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: ITB #B242001, Asphalt Pavement Surface Rejuvenator Contract #CM24033

Gentlemen,

The contract associated with ITB #B242001, Asphalt Pavement Surface Rejuvenator is scheduled for its second extension on December 11, 2025. The contracted vendor for this service is Pavement Restoration, Inc.

No amendments to the contract have been requested at this time.

It is requested that you authorize an extension on this contract.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Fleming, Melissa
Sent: Thursday, August 14, 2025 10:42 AM
To: Dickey, Tammy
Subject: FW: B242001 - Asphalt Pavement Surface Rejuvenator
Attachments: Doc 14 Aug 2025 at 0745.pdf

Hi Tammy,

This is for, Asphalt Pavement Surface Rejuvenator B242001.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

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From: Wallace, Tiffany <Tiffany.Wallace@co.galveston.tx.us>
Sent: Tuesday, July 29, 2025 10:36 AM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Subject: RE: B242001 - Asphalt Pavement Surface Rejuvenator

Yes we would like to do a 2nd extension, thank you.

Thanks,
Tiffany Wallace
Finance & Administration Manager
5115 Hwy 3 Dickinson, TX 77539
281-309-5025
Tiffany.wallace@co.galveston.tx.us

From: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Sent: Friday, July 25, 2025 10:42 AM
To: Wallace, Tiffany <Tiffany.Wallace@co.galveston.tx.us>
Subject: B242001 - Asphalt Pavement Surface Rejuvenator

Hi Tiffany,

The contract for Asphalt Pavement Surface Rejuvenator with supplier Pavement Restoration Inc is due for the second extension. Please let me know how you want to proceed.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov



Principles and Practices of Public Procurement
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THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
Galveston, Texas 77550
(409) 770-5371

Thursday, August 14, 2025

PAVEMENT RESTORATION INC
5423 N 59TH ST
TAMPA, FL 33610

RE: SOLICITATION NAME: Asphalt Pavement Surface Rejuvenator
Contract # CM24033 / Bid # B242001

Good day,

The resultant contract listed below is eligible for the second extension period and requires a response from your company to initiate the next contractual period.

- Contract Number: CM24033
- Bid Number: B242001
- Solicitation Name: Asphalt Pavement Surface Rejuvenator
- Extension Period: 12/11/2025 – 12/10/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County

ACCEPTED BY (signature)

DATE 8/14/25

PRESIDENT
TITLE

SPECIAL PROVISIONS

INVITATION TO BID
ASPHALT PAVEMENT SURFACE REJUVENATOR
GALVESTON COUNTY, TEXAS

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The General Provisions and the Special Provisions of this Invitation to Bid and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

A. PURPOSE

Galveston County Road and Bridge is seeking a vendor to furnish all labor, material, and equipment necessary to perform all operations for the application of an asphalt rejuvenating agent to asphaltic concrete surface courses. The rejuvenation of surface courses shall be by spray application of a cationic rejuvenating agent composed of petroleum oils and resins emulsified with water. The rejuvenator will re-balance the chemistry of the oxidized pavement, delaying the aging process and reverse premature aging. The newly rejuvenated pavement will have an increase penetration value and reduced viscosity value, prolonging the life cycle of the pavement. This improvement will seal out moisture and restore the asphaltene/maltene balance of the existing oxidized pavement. All work shall be in accordance with the specifications, the applicable drawings, and subject to the terms and conditions of this contract.

B. EXCEPTIONS TO BID CONDITIONS

The Bidder will list on a separate sheet of paper any exceptions to the conditions of this Invitation to Bid. This sheet will be labeled, "Exceptions to Bid Conditions", and will be attached to the Bid submittal.

If no exceptions are stated, **it will be understood that all general and special conditions will be complied with, without exception.**

The Bidder must specify in its Bid any alternatives it wishes to propose for consideration by the County. Each alternative should be sufficiently described and labeled within the Bid and should indicate its possible or actual advantage to the program being offered.

The County reserves the right to offer these alternatives to other Bidders.

C. PROCUREMENT TIMELINE

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Bidders of any changes:

• Advertise Solicitation (first date of publication)	Thursday, October 19, 2023
• Advertise Solicitation (second date of publication)	Thursday, October 26, 2023
• **Questions Deadline**	**Wednesday, November 1, 2023 by 5:00 p.m.**
• **Submission Deadline / Bid Opening**	**Thursday, November 16, 2023 at 2:45 p.m.**

Virtual Bid Opening:
Interested parties can attend the Thursday, November 16, 2023, at 2:45 p.m. bid opening virtually. Instructions are listed below:

Join from the meeting link:
https://galvestoncountytx.webex.com/galvestoncountytx/j.php?MTID=m35d07424b89f6ce01f6e665c00aa5e8a

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Join by meeting number

Meeting number (access code): 2499 262 4600

Meeting password: B242001 (2242001 from video systems)

Tap to join from a mobile device (attendees only)
+1-415-655-0001,,24992624600## US Toll

Join by phone
+1-415-655-0001 US Toll
Global call-in numbers

Join from a video system or application
Dial 24992624600@galvestoncountytx.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS
One (1) unbound single-sided original bid, and three (3) single sided copies must be submitted no later **than 2:45 PM CST**, on **Thursday, November 16, 2023**:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any bids received after **2:45 p.m. CST** on the specified date will be returned unopened.

Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ http://www.galvestoncountytx.gov/county-offices/purchasing.

E. BID SURETY
A surety / bid bond ***is not a requirement*** of this solicitation.

F. PERFORMANCE AND PAYMENT BONDS
Performance and Payment Bonds ***are not requirements*** of this solicitation.

G. BEST AND FINAL OFFERS (BAFO)
The Best and Final Offer process ***is not applicable*** to this solicitation.

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H. DAVIS-BACON WAGE RATES

Davis-Bacon Wage Rates ***are not requirements*** of this solicitation.

I. PERSONNEL TO CONTACT

Bidders desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Bidder, which in the opinion of the County affects all Bidders or would be prejudicial to other Bidders if not communicated, shall be furnished to all Bidders as an addendum to the solicitation. Bidders **must** direct all inquiries to the following:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Bidders must e-mail their requests (with the subject line "**Asphalt Pavement Surface Rejuvenator – ITB #B242001– Questions"**) for additional information and/or clarification to the address listed above. The request must include the Bidder's name, the solicitation number and title.

Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date. Late requests or those not delivered to the proper address may not receive a reply. Bidders shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an ITB submittal. Bidders should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be a conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County's procurement web page. **It is the Bidder's sole responsibility to ensure receipt of all addenda prior to submitting its response.**

All Bidders should check the County's procurement web page for all addenda prior to submitting a response.

The County's procurement web page is located at http://www.galvestoncountytx.gov/county-offices/purchasing

The Bidder must acknowledge the receipt of all addenda on the forms provided. In the event a Bidder fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determines that such failure to acknowledge any or all addenda does not materially affect the solicitation and waive the acknowledgement of one or more addenda.

Bidders who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Bidder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Bidder shall be responsible to monitor the County website for new or revised

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solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

J. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

Lee Crowder
Road Administrator
5115 Highway 3
Dickinson, TX 77539

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract that pricing meets the agreed-upon pricing methodology as specified in the contract, and that funds are available.

K. REQUIREMENTS OF INVITATION TO BID

Bidder shall provide one (1) unbound single- sided original and three (3) single sided hard copies of its response, to the Purchasing Agent on or before the submission deadline specified herein. Font size no smaller than font size 11. Except that organizational charts, other graphics, and footers may be as small as font size 9.

Bidders shall clearly indicate which project or projects are being submitted for consideration in their cover letter.

L. INSURANCE

Bidder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Bidders may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Bidder has such insurance, provided, however, that successful Bidder(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Bidder commences any work hereunder. **Insurance shall be placed with insurers having an A.M. Best's rating of no less than A**. Such insurance must be issued by a casualty company authorized to do business in the State of Texas and in the standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

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Workers' Compensation Insurance. Bidder shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Bidder shall carry in full force commercial general liability insurance with a limit of not less than $1,000,000 each occurrence and $2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Bidder shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than $1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

Subrogation Waiver. Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

M. MATERIAL SPECIFICATIONS

The asphalt maltene rejuvenating agent shall be an emulsion composed of a petroleum resin maltene oil base uniformly emulsified with water. Each bidder must submit with his bid a certified statement from the asphalt rejuvenator manufacturer showing that the asphalt rejuvenating emulsion conforms to the required physical and chemical requirements.

SPECIFICATIONS

Test Method	**Requirements**			
Tests	ASTM	AASHTO	Min.	Max.
Tests on Emulsion:				
Viscosity @ 25□C, SFS	D-244	T-59	15	40
Residue, % W[1]	D-244(Mod.)	T-59(Mod)	60	65
Miscibility Test[2]	D-244(Mod.)	T-59(Mod)	No Coagulation	
Sieve Test, %W[3]	D-244(Mod.)	T-59(Mod)	-	0.1
Particle Charge Test	D-244	T-59	Positive	
Percent Light Transmittance[4]	GB	GB	-	30
Tests on Residue from Distillation:				
Flash Point, COC, □C	D-92	T-48	196	-
Viscosity @ 60□C, cSt	D-445	-	100	200
Asphaltenes, %w	D-2006-70	-	-	1.00
Maltene Dist. Ratio	D-2006-70	-	0.3	0.6
$\frac{PC + A_1}{S + A_2}$[5]				
PC/S Ratio[5]	D-2006-70	-	0.5	-
Saturated Hydrocarbons,S[5]	D-2006-70	-	21	28

[1] ASTM D-244 Modified Evaporation Test for percent of residue is made by heating 50gram sample to 149 C (300 F) until foaming ceases, then cool immediately and calculate results.

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[2] Test procedure identical with ASTM D-244-60 except that .02 Normal Calcium Chloride solution shall be used in place of distilled water.
[3] Test procedure identical with ASTM D-244 except that distilled water shall be used in place of two percent sodium oleate solution.
[4] Test procedure is attached.
[5] Chemical composition by ASTM Method D-2006-70:
PC = Polar Compounds, A_1 = First Acidaffins
A_2 = Second Acidaffins, S = Saturated Hydrocarbons

N. MATERIAL PERFORMANCE

The maltene rejuvenating agent shall have a record of at least five years of satisfactory service as an asphalt maltene rejuvenating agent and in-depth sealer. Satisfactory service shall be based on the capability of the material to decrease the viscosity and increase the penetration value of the asphalt binder as follows. The viscosity shall be reduced by a minimum of 45 percent and the penetration value shall be increased by a minimum of 25 percent. Testing shall be performed on extracted asphalt cement from a pavement to a depth of three eighths inch (3/8"). In addition, the pavement shall be in-depth sealed to the intrusion of air and water.

The bidder must submit with his bid the manufacturer's certification that the material proposed for use is in compliance with the specification requirements. The bidder must submit with his bid previous use documentation and test data conclusively demonstrating that; the rejuvenating agent has been used successfully for a period of five years by government agencies such as Cities, Counties, etc; and that the asphalt rejuvenating agent has been proven to perform, as heretofore required, through field testing by government agencies as to the required change the in asphalt binder viscosity and penetration number. Testing data shall be submitted indicating such product performance on a sufficient number of projects, each being tested for a minimum period of three years to insure reasonable longevity of the treatment, as well as product consistency.

O. APPLICATION EXPERIENCE

The asphalt-rejuvenating agent shall be applied by an experienced applicator of such material. The bidder shall have a minimum of three years experience in applying the product proposed for use. He must submit with his bid a list of five projects on that which he applied said rejuvenator. He shall indicate the project dates, number of square yards treated in each and the name and phone number of the government official in charge of each project.

A project superintendent knowledgeable and experienced in application of the asphalt-rejuvenating agent must be in control of each day's work. The bidder shall submit a written experience outline of the project superintendent.

P. PRODUCTION STANDARDS AND ALTERNATES

Bidders may offer an ALTERNATE for the Standard specified in the Specifications provided the bidder adheres to the following and submits same with his bid.

(a) List the proposed alternate on the BID SHEET form giving the product name and price.

(b) Furnish complete specifications and descriptive literature for the alternate. Such descriptive and detailed information shall be complete and at least equal in detail to the county's requirements for the standard item for which the alternate is offered.

(c) Submit a current Material Safety Data Sheet for the alternate materials.

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The County will give the alternate consideration. The Contractor may furnish only those alternate items included in his proposal and approved by the County prior to award of a contract.

If no ALTERNATE is indicated on the BID SHEET, the Contractor shall furnish the STANDARD specified in the attached specifications.

Should the ALTERNATE offered be found unacceptable by the County based on the data submitted with the bid and no bid is entered on the BID SHEET for the Standard, then said bid will be considered non-responsive.

Q. **APPLICATION TEMPERATURE/WEATHER LIMITATIONS**
The temperature of the asphalt rejuvenating emulsion, at the time of application, shall be as recommended by the manufacturer. The asphalt-rejuvenating agent shall be applied only when the existing surface to be treated is thoroughly dry and when it is not threatening to rain. The asphalt-rejuvenating agent shall not be applied when the ambient temperature is below 40□ F.

R. **HANDLING OF ASPHALT REJUVENATING AGENT**
Contents in tank cars or storage tanks shall be circulated at least forty-five minutes before withdrawing any material for application. When loading the distributor, the asphalt rejuvenating agent concentrate shall be loaded first and then the required amount of water shall be added. The water shall be added into the distributor with enough force to cause agitation and thorough mixing of the two materials. To prevent foaming, the discharge end of the water hose or pipe shall be kept below the surface of the material in the distributor that shall be used as a spreader. The distributor truck will be cleaned of all of its asphalt materials, and washed out to the extent that no discoloration of the emulsion may be perceptible. Cleanliness of the spreading equipment shall be subject to the approval and satisfaction of the County.

S. **RESIDENT NOTIFICATION**
The contractor shall distribute by hand, a typed notice to all residences and businesses on the street to be treated. The notice will be delivered no more than 24 hours prior to the treatment of the road. The notice will have a local phone number that residents may call to ask questions. The notice shall be of the door hanger type that secures to the door handle of each dwelling. Unsecured notices will not be allowed. The contractor shall also place the notice on the windshield of any parked cars on the street. Hand distribution of this notice will be considered incidental to the contract.

T. **APPLICATION EQUIPMENT**
The distributor for spreading the emulsion shall be self-propelled, and shall have pneumatic tires. The distributor shall be designed and equipped to distribute the asphalt rejuvenating agent uniformly on variable widths of surface at readily determined and controlled rates from 0.05 to 0.5 gallons per square yard of surface, and with an allowable variation from any specified rate not to exceed 5 percent of the specified rate.

Distributor equipment shall include full circulation spray bars, pump tachometer, volume measuring device and a hand hose attachment suitable for application of the emulsion manually to cover areas inaccessible to the distributor. The distributor shall be equipped to circulate and agitate the emulsion within the tank.

A check of distributor equipment as well as application rate accuracy and uniformity of distribution shall be made when directed by the County.

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ASPHALT PAVEMENT SURFACE REJUVENATOR
GALVESTON COUNTY, TEXAS

The truck used for sanding shall be equipped with a spreader that allows the sand to be uniformly distributed onto the pavement. The spreader shall be able to apply 1/2 pound to 3 pounds of sand per square yard in a single pass. The spreader shall be adjustable so as not to broadcast sand onto driveways or tree lawns.

The sand to be used shall be free flowing, without any leaves, dirt, stones, etc. Any wet sand shall be rejected from the job site.

Any equipment that is not maintained in full working order, or is proven inadequate to obtain the results prescribed, shall be repaired or replaced at the direction of the County.

U. APPLICATION OF REFUVENATING AGENT

The asphalt-rejuvenating agent shall be applied by a distributor truck at the temperature recommended by the manufacturer and at the pressure required for the proper distribution. The emulsion shall be so applied that uniform distribution is obtained at all points of the areas to be treated. Distribution shall be commenced with a running start to insure full rate of spread over the entire area to be treated. Areas inadvertently missed shall receive additional treatment as may be required by hand sprayer application.

Application of asphalt rejuvenating agent shall be on one-half width of the pavement at a time. When the second half of the surface is treated, the distributor nozzle nearest the center of the road shall overlap the previous application by at least one-half the width of the nozzle spray. In any event the centerline construction joint of the pavement shall be treated in both application passes of the distributor truck.

Before spreading, the asphalt rejuvenating agent shall be blended with water at the rate of two (2) parts rejuvenating agent to one (1) part water, by volume or as specified by the manufacturer. The combined mixture of asphalt rejuvenating agent and water shall be spread at the rate of 0.05 to 0.10 gallons per square yard, or as approved by the County following field testing.

Where more than one application is to be made, succeeding applications shall be made as soon as penetration of the preceding application has been completed and the County grants approval for additional applications.

Grades or super elevations of surfaces that may cause excessive runoff, in the opinion of the County, shall have the required amounts applied in two or more applications as directed.

After the rejuvenating emulsion has penetrated, a coating of dry sand shall be applied to the surface in sufficient amount to protect the traveling public as required by the County.

The Contractor shall furnish a quality inspection report showing the source, manufacturer, and the date shipped, for each load of asphalt rejuvenating agent. When directed by the County, the Contractor shall take representative samples of material for testing.

V. STREET SWEEPING

The Contractor shall be responsible for sweeping and cleaning of the streets prior to, and after treatment.

Prior to treatment, the street will be cleaned of all standing water, dirt, leaves, foreign materials, etc. This work shall be accomplished by hand brooming, power blowing or other approved methods. If in the opinion of the County the hand cleaning is not sufficient than a self-propelled street sweeper shall be used.

All sand used during the treatment must be removed no later than 48 hours after treatment of the street. This shall be accomplished by a combination of hand and mechanical sweeping. All turnouts, cul-de-sacs, etc. must be cleaned of

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any material to the satisfaction of the County. Street sweeping will be included in the price bid per square yard for asphalt rejuvenating agent.

If, after sand is swept and in the opinion of the County a hazardous condition exists on the roadway, the contractor must apply additional sand and sweep same no later than 24 hours following reapplication. No additional compensation will be allowed for reapplication and removal of sand.

W. TRAFFIC CONTROL

The Contractor shall schedule his operations and carry out the work in a manner to cause the least disturbance and/or interference with the normal flow of traffic over the areas to be treated. Treated portions of the pavement surfaces shall be kept closed and free from traffic until penetration, in the opinion of the County, has become complete and the area is suitable for traffic.

When, in the opinion of the County, traffic must be maintained at all times on a particular street, then the Contractor shall apply asphalt rejuvenating agent to one lane at a time. Traffic shall be maintained in the untreated lane until the traffic may be switched to the completed lane.

The Contractor shall be responsible for all traffic control and signing required to permit safe travel. The contractor shall notify the police and fire departments as to the streets that are to be treated each day if applicable.

If, in the opinion of the County, proper signing is not being used, the Contractor shall stop all operations until safe signing and barricading is achieved.

X. METHOD OF MEASUREMENT

Asphalt rejuvenating agent will be measured by the square yard as provided for in the Contract Documents.

Y. BASIS FOR PAYMENT

The accepted quantities, measured as provided for above, will be paid for at the contract unit price for asphalt rejuvenating agent.

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Z. REQUIRED DOCUMENTS CHECKLIST

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: _____

ADDRESS: _____

_____

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of submittal and deemed as non-responsive. It is the responsibility of the Bidder to ensure that Bidder has received all addenda.

Items:	**Confirmed (X):**
1. Required Documents Checklist (this page)	_____
2. Addenda Acknowledgement (if any)	**#1**_____ **#2**_____ **#3**_____ **#4**_____
3. One (1) original, three (3) copies of submittal	_____
4. ATTACHMENT A - Vendor Qualification Packet	_____
5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility	_____
6. ATTACHMENT C - Certification Regarding Lobbying Form	_____
7. ATTACHMENT D - Non-Collusion Affidavit	_____
8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel	_____
9. ATTACHMENT F - Prohibition on Contracts with Certain Companies	_____
8. ATTACHMENT G - Information for Notice	_____
10. ATTACHMENT H - References	_____
11.Bid Sheet-	_____
12. Line Item Detail-	_____
13. Contract Document(s) (three (3) signed originals-	_____

Person to contact regarding this qualification: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

Name of person authorized to bid the Firm: _____

Signature: _____ Date: _____

Title: _____ Phone: _____ Fax: _____

E-mail address: _____

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*21.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration for authorization to extend the contract for RFQ #B212037, Auditing and Related Services submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:19 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: RFQ #B212037, Auditing and Related Services Contract #CM20402

Gentlemen,

The contract associated with RFQ #B212037, Auditing and Related Services, is scheduled for its fourth extension on October 25, 2025. The contracted vendor for this service is Patillo, Brown & Hill, LLP

No amendments to the contract have been requested.

It is requested that the extension be authorized.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Fleming, Melissa
Sent: Wednesday, August 20, 2025 4:08 PM
To: Dickey, Tammy
Subject: RE: B212037 - Auditing & Related Services
Attachments: GalCo.pdf

Hi Tammy,

This is for B212037 - Auditing & Related Services.

Christie and Sergio, we

Sincerely,

Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

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From: Motogbe, Christie J <ChristieJ.Motogbe@galvestoncountytx.gov>
Sent: Wednesday, July 2, 2025 11:36 AM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>; Cruz, Sergio <Sergio.Cruz@galvestoncountytx.gov>
Subject: RE: B212037 - Auditing & Related Services

Good morning, Melissa,

Hope you're well. We would like to remain with Patillo Brown & Hill, LLP. However, the contract on file shows that it ends on 10/24/26.

Sincerely,

Christie Motogbe CPA
Acting First Assistant County Auditor
Galveston County Auditor's Office
722 Moody Ave, 4th Floor, Galveston, TX 77550
P: (409)770-5337

THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT
COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550

Wednesday, August 20, 2025

Patillo Brown & Hill, LLP
P.O. Box 20725
WACO, TX 76702-0725

RE: SOLICITATION NAME: Auditing and Related Services
Contract # CM20402 / Bid # B212037

Good day,

The resultant contract listed below is eligible for the fourth extension period and requires a response from your company to initiate the next contractual period.

- Contract Number: CM20402
- Bid Number: B212037
- Solicitation Name: Auditing and Related Services
- 4th Extension Period: 10/25/2025 – 10/24/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County

Todd Pruitt
ACCEPTED BY (signature)

Partner
TITLE

DATE 8/20/25

SPECIAL PROVISIONS
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GALVESTON COUNTY, TEXAS

The Special Provisions and the General Provisions of this Request for Qualifications and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.

A. GENERAL INFORMATION:

The COUNTY OF GALVESTON, TEXAS is requesting proposals from qualified certified public accountant firms to audit financial statements for the fiscal year ending September 30, 2021, with the option of auditing financial statements for each of the four subsequent fiscal years. These audits are performed in accordance with (1) generally accepted auditing standards, (2) the standards set forth for financial audits in the U.S. General Accounting Office's (GAO) Government Auditing Standards (2011), (3) the provisions of the Federal Single Audit Act and Amendments of 1996, (4) U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*, *State of Texas Single Audit Circular*, as well as the requirements of (5) *Texas Government Code, Title 10, § 2256.023 (d)*; and (6) the independent audit guidelines issued by Texas Juvenile Justice Department and Texas Department of Criminal Justice – Community Justice Assistance Divisions (TDCJ-CJAD), and any other standards or requirements established during the term of the contract by any organization that relates to the funds being audited under the contract.

These audits are requested pursuant to Texas Local Government Code Section 115.045 and other applicable State and Federal Laws.

The aforementioned standards require the accounting firm plan and perform the audit to obtain reasonable assurance about whether the respective financial statements are free of material misstatement.

The audit of Galveston County includes the audit of Galveston County and the related, OMB-mandated "Single Audit." One highly qualified audit firm will be selected for the audit of Galveston County.

There is no expressed or implied obligation for the County to reimburse responding firms for any expenses incurred in preparing proposals in response to this request.

B. DEFINITIONS (As mentioned in FAR Subpart 52.2—Text of Provisions and Clauses)

52.202-1 Definitions.

Definitions (Nov 2013)

When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless—

(a) The solicitation, or amended solicitation, provides a different definition;
(b) The contracting parties agree to a different definition;
(c) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning; or
(d) The word or term is defined in FAR Part 31, for use in the cost principles and procedures

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C. QUALIFICATION SURETY:
A 5% bid bond ***is not a requirement of this solicitation request.***

D. PERFORMANCE AND PAYMENT BONDS:
Performance and Payment Bonds ***are not requirements of this solicitation.***

E. BEST AND FINAL OFFERS (BAFO):
The Best and Final Offer process ***is applicable to this solicitation***.

F. QUALIFICATION TIMELINE:
A timeline for this RFQ and initial process is included below. Galveston County reserves the right to change these dates and will notify qualifiers of any changes:

Advertise RFQ (first date of publication)	Thursday, September 9, 2021
Advertise RFQ (second date of publication)	Thursday, September 16, 2021
Deadline for Questions & Inquiries	Tuesday, September 21, 2021, by 5:00 p.m.
Qualifications due from public/RFQ Opening	Monday, October 4, 2021, at 2:00 p.m.

The current auditor has completed the preliminary work and will share the appropriate records ready for the preliminary work. Normally, the preliminary work is prepared and completed in August of each year. Dates of the audit commencement, progress reports, draft annual reports, and presentation to the Commissioners Court will be determined with the successor auditor.

G. SUBMISSION INSTRUCTIONS:
One (1) unbound original and five (5) copies must be submitted no later than **2:00 P.M. CST,** on **Monday, October 4, 2021:**

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) Floor
Galveston, TX 77550

The time stamp clock located in the Purchasing Agent's office shall serve as the official time keeping piece for this solicitation process. Any qualifications received after **2:00 P.M. CST** on the specified date will be returned unopened.

Qualification Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ http://www1.galvestoncountytx.gov/pu/Pages/OpenSolicitation.aspx

H. PERSONNEL TO CONTACT:
Oral explanations or instructions will not be binding. Any information given to a Qualifier, which in the opinion of the County affects all responders or would be prejudicial to other Qualifiers not communicated, shall be furnished to all Qualifiers as an addendum to the solicitation. Qualifiers **must** direct all inquiries to the following:

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Rufus G. Crowder, CPPO CPPB
Purchasing Agent
722 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Qualifiers must e-mail their requests (with the subject line "**Auditing and Related Services– RFQ # B212037– Questions**") for additional information and/or clarification to the address listed above. The request must include the Proposer's name and the RFQ number and title. ***Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the Proposal due date.*** Late requests or those not delivered to the proper address may not receive a reply. Proposers shall not attempt to contact the County by any other means. The Purchasing Agent's Office shall post the answers to the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the Proposal Submission Date. The County, at its sole discretion, may not issue a response to a RFI submittal. Proposers should not rely on any oral or written representations, statements, or explanations, other than those made in this RFQ or in any written addendum to this RFQ. Where there appears to be conflict between the RFQ and any issued addenda, the last addendum issued will prevail. Addenda will be posted and made available on the County's procurement web page. It is the Proposer's sole responsibility to ensure receipt of all addenda prior to submitting its Proposal. All Proposers should check the County's procurement web page for all addenda prior to submitting a response. The County's procurement web page is located at **www1.galvestoncountytx.gov/pu/Pages/default.aspx**, and current solicitations are at **www1.galvestoncountytx.gov/pu/Pages/OpenSolicitations.aspx**.

The Proposer must acknowledge the receipt of all addenda on the forms provided. In the event a Proposer fails to acknowledge receipt of such addenda, the County may, at its sole discretion, determines that such failure to acknowledge any or all addenda does not materially affect the Proposal and waive the acknowledgement of one or more addenda.

Proposers who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the Proposal receipt date or in sufficient time for the Proposer to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this RFQ are considered an addendum to, and part of, this RFQ. Each Proposer shall be responsible to monitor the County website for new or revised RFQ information. The County shall not be bound by any verbal information nor shall it be bound by any written information that is not either contained within the RFQ or formally issued as an addendum by the Purchasing Agent's Office.

I. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT:

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this RFQ is:

Randall Rice CPA
County Auditor
722 Moody, 4th Floor
Galveston, TX 77550

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J. TYPE OF CONTRACT:

It is the intent of this solicitation to enter into a contract that meets federal guidelines. It is imperative that all responders seeking a contract under this RFQ solicitation effort must familiarize and adhere to the procurement standards as referenced in 2 C.F.R. Part 200, Sections 200.317-200.326, and Appendix II, 2 C.F.R. Part 200. Sections 200.317–200.326 and Appendix II are attached hereto as **ATTACHMENT A and REQUIRED CONTRACT PROVISIONS are attached hereto as ATTACHMENT B.**

The resultant contract consists of the following documents: Request for Qualification, General Provisions, Special Provisions, General Terms and Conditions (including specifications, drawings, and addenda), Responder's response, Qualification Sheets, contract award, and any other documents referenced herein or attached hereto for the work. Collectively these documents may also be referred to as the Plans and Specifications.

To satisfy cost reasonableness responsibilities, the County of Galveston reserves the right to obtain additional quotes and current pricing information from the successful contractor and other contractors to perform the work as stated per the specification listed herein and in the resultant contract. The solicited results may be used by the County to determine if the contract extensions or amendments will be considered, or other service options be utilized.

K. COLLATERAL CONTRACT:

The County reserves the right to provide by separate contract or otherwise, in such manner as not to delay its programs or damage said Contractor, all labor and material essential to the completion of the work that is not included in this contract.

Award prices include all royalties and costs arising from patents, trademarks, and copyrights in any way involved in the work. Whenever the Awardee is required or desires to use any design, device, material or process covered by letters of patent or copyright, the Awardee shall indemnify and save harmless the County, its officers, agents and employees from any and all claims for infringement by reason of the use of any such patented design, tool, material, equipment, or process, to be performed under the contract, and shall indemnify the County its officers, agents, and employees for any costs, expenses and damages which may be incurred by reason of any infringement at any time during the prosecution or after the completion of the work.

L. TERMS OF ENGAGEMENT:

A one (1) year contract with four (4) additional one-year options is contemplated, subject to the annual review and recommendation of the Commissioners Court, the satisfactory negotiation of terms (including a price acceptable to both the County and the selected firm) and the annual availability of an appropriation.

M. INSURANCE:

Bidder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Respondents may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Respondent has such insurance. Provided however, that successful Respondent(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Respondent commences any work hereunder. **Insurance shall be placed with insurers having an**

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A.M. Best's rating of no less than A. Such insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

Workers' Compensation Insurance. Respondent shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Respondent shall carry in full force commercial general liability insurance with a limit of not less than $1,000,000 each occurrence and $2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Respondent shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than $1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.
Professional Liability. Respondent shall carry in full force professional liability insurance with limits of not less than $1,000,000.00.

N. NATURE OF SERVICES REQUIRED:

The County of Galveston is soliciting the services of qualified firms of certified public accountants to audit the financial statements of the County of Galveston, Galveston County Community Supervision Correction Department and Galveston County Juvenile Probation Board for the fiscal year ending September 30, 2020, with the option to audit the financial statements for each of the four subsequent fiscal years. These audits are to be performed in accordance with the provisions contained in this request for proposals.

O. SCOPE OF WORK:

The County desires the auditor to express an opinion on the fair presentation of its basic financial statements in conformity with generally accepted accounting principles.

The County also desires the auditor to express an opinion on the fair presentation of its combining and individual fund financial statements and schedules in conformity with generally accepted accounting principles. The auditor is not required to audit the supporting schedules contained in the comprehensive annual financial report. However, the auditor is to provide an "in-relation-to" report on the supporting schedules based on the auditing procedures applied during the audit of the basic financial statements and

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the combining and individual fund financial statements and schedules. The auditor is not required to audit the statistical section of the report.

The auditor shall be responsible for performing certain limited procedures involving required supplementary information required by the Governmental Accounting Standards Board as mandated by generally accepted auditing standards.

The auditor is not required to audit the schedule of federal financial assistance. However, the auditor is to provide an "in-relation to" report on that schedule based on the auditing procedures applied during the audit of the financial statements.

Proposer shall comply with current Governmental Accounting Standards Board (GASB) regulations and all future regulations as directed by the GASB during the term of the contract, and all future extensions.

The County's Comprehensive Annual Financial Report (Annual Report) should be referred to for a complete understanding of the size and scope of these audits. The most recent Annual Report is available at the County Auditor's website at www.galvestoncountytx.gov. Please refer to Notes to the Financial Statements in the Annual Report for a complete description of the organizations and funds included in the audits.

The firm may be asked to provide assistance to the Auditor's office in complying with recently issued Governmental Accounting Standards Board pronouncements and other statements.

P. AUDITING STANDARDS:

To meet the requirements of this request for proposals, the audit shall be performed in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, the standards for financial audits set forth in the U.S. General Accounting Office's Government Auditing Standards (2011), the provisions of the Single Audit Act and Amendments of 1996 and the provisions of U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations* and the *State of Texas Single Audit Circular*, as well as *Government Code, Title 10, §2256.023(d,.* the independent audit guidelines issued by Texas Juvenile Justice Department and Texas Department of Criminal Justice – Community Justice Assistance Divisions (TDCJ-CJAD), and any other standards or requirements established during the term of the contract by any of these organizations that relate to the funds being audited under the contract. These audits are requested pursuant to Texas Local Government Code Section 115.045 and other applicable State and Federal Laws. (See attached Texas Juvenile Justice Department (TJJD) and Texas Department of Criminal Justice-Community Justice Assistance Division (TDCJ-CJAD) and the Texas Department of Criminal Justice Financial Management Manual for CJAD Funding and TJJD grant agreements).

Q. REPORTS TO BE ISSUED:

Following the completion of the audit of the fiscal year's financial statements the auditor shall issue:

1. A report on the fair presentation of the financial statements in conformity with generally accepted accounting principles.

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2. A report on the internal control structure based on the auditor's understanding of the control structure and assessment of control risk.
3. A report on compliance with applicable laws and regulations.
4. An "in-relation-to" report on the schedule of federal financial assistance.
5. A report on the internal control structure used in administering federal financial assistance programs.
6. A report on compliance with laws and regulations related to major and non-major federal financial assistance programs. This report should include an opinion on compliance with specific requirements applicable to major federal financial assistance programs, a report on compliance with general requirements applicable to major federal financial assistance programs, and a report on compliance with laws and regulations applicable to non-major federal financial assistance program transactions tested.
7. A report in accordance with the provisions of the *Texas Government Code, Title 10, §2256.023(d)*.

In the required report on internal controls, the auditor shall communicate any reportable conditions found during the audit. A reportable condition shall be defined as a significant deficiency in the design or operation of the internal control structure, which could adversely affect the organization's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

Reportable conditions that are also material weaknesses shall be identified as such in the report. Non-reportable conditions discovered by the auditors shall be reported in a separate letter to management, which shall be referred to in the report on internal controls.

The report on compliance shall include all material instances of noncompliance. All nonmaterial instances of noncompliance shall be reported in a separate management letter, which shall be referred to in the report on compliance.

R. IRREGULARITIES AND ILLEGAL ACTS:

Auditor shall be required to make an immediate, written report of all irregularities and illegal acts or indications of illegal acts of which they become aware to the County Commissioners Court.

Auditor shall assure themselves that the County is informed of each of the following:

1. The auditor's responsibility under generally accepted auditing standards
2. Significant accounting policies
3. Management judgments and accounting estimates
4. Significant audit adjustments
5. Other information in documents containing audited financial statements
6. Disagreements with management
7. Management consultation with other accountants
8. Major issues discussed with management prior to retention
9. Difficulties encountered in performing the audit

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S. SPECIAL CONSIDERATIONS:

1. The County will submit its comprehensive annual financial report to the Government Finance Officers Association of the United States and Canada for review in its Certificate of Achievement for Excellence in Financial Reporting program. It is anticipated that the auditor will not be required to provide special assistance to the County to meet the requirements of that program.

2. The County has not applied for an indirect cost rate and therefore does not have a cognizant agency, as established by and in accordance with the provisions of the Single Audit Act and Amendments of 1996 and U.S. OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations.*

3. The schedule of federal and state financial assistance and related auditor's report, as well as the reports on the internal control structure and compliance are not to be included in the comprehensive annual financial report, but are to be issued separately.

4. The County has implemented the applicable reporting requirements of all GASB Statements through GASB No. 97, if the effective date applies.

T. WORKING PAPER RETENTION AND ACCESS TO WORKING PAPERS:

All working papers and reports must be retained, at the auditor's expense, for a minimum of three (3) years, unless the firm is notified in writing by the County of the need to extend the retention period.

The auditor will be required to make working papers available, upon request, to the following parties or their designees:

County of Galveston
U.S. Department of Justice
U.S. General Accounting Office
Parties designated by the Federal or State Governments or by the County as part of an audit quality review process
Auditors of entities of which the County is a sub-recipient of grant funds

In addition, the auditor shall respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

U. DESCRIPTION OF THE GOVERNMENT:

As of the 2021 Census Report, Galveston County had a population of 350,701 making it the 17th most populous county in Texas. The County provides a vast array of services which include public safety, administration of justice, health and human services, culture and recreational services, public improvements, and general administration.

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Firms interested in performing the audits should provide information about their firm, audit practice, personnel who will conduct the audit and examples of relevant experience with audits of a similar size and scope to Galveston County. A fee schedule must be provided as an appendix to the Questionnaire.

V. BACKGROUND INFORMATION:

Galveston County serves an area of about 430 square miles with a population of 350,701 (2021). The County's fiscal year begins on October 1 and ends on September 30. The County provides the traditional governmental services of Public Safety, Public Works, Justice, General Administration, Parks & Recreation, Jail Operations, and other county-related activities.

The Galveston County 2021 General Fund (not including the GASB 54 General Related Funds) Budget is $145,443,405 plus $9,103,844 in transfers out; this includes a General Fund payroll and benefits of approximately $91,918,281 covering 1,070.6 General Fund employees. Some other information about the County for FY 2021 includes:

Purchase orders issued	7,630 annually
Accounts payable checks printed	9,648 annually
Payroll checks	1,416 annually
Direct deposit payroll checks	33,095 annually
Deposit Warrants	14,012 annually
Purchasing card transactions	6,277 annually
Purchasing cards	233 cards
Purchasing cards for Emergency Management	5 cards
Purchasing card dollar volume	$1,741,552
Property taxes - Levied	$ 141,656,090
Property taxes - Collected	$155,762,514
Capital assets – per Annual Report	$ 503,870,267
Long-term debt – per Annual Report	$ 229,269,447
Net OPEB Obligation – per Annual Report	$ 262,756,131

The County is organized into departments and elected official offices. The accounting and financial reporting functions of the County are centralized in the County Auditor's office. Cash receipts are decentralized into various offices and departments. More detailed information on the government and its finances can be found in the 2020 Comprehensive Annual Financial Report and the 2021 Annual Budget document. These documents are available from the County Auditor or Budget Office website, as well as the Financial Transparency webpage.

W. FUND STRUCTURE:

The County uses the following fund types and account groups in its financial reporting:

Fund Type	No. of Individual Funds	No. with Legally Adopted Budgets
General Fund (1+12 GASB54 funds)	13	1
Special Revenue Funds	37	28
Grant Funds	57	

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Debt Service Funds	12	1
Capital Projects Fund	19	19
Internal Service Funds	4	0
Fiduciary Funds	16	0

X. BUDGTARY BASIS OF ACCOUNTING:

The County prepares its budgets on a basis consistent with generally accepted accounting principles.

Y. FEDERAL AND STATE FINANCIAL ASSISTANCE:

A listing of federal and state financial assistance received by the County during fiscal year 2020 is attached. In addition, the county is the recipient of stimulus funds from the American Recovery Plan totaling $66.2M; half was received in May 2021 and the balance will be received in May 2022.

Z. COMPONENT UNITS:

The County reports no component units in its financial reports.

AA. MAGNITUDE OF FINANCIAL OPEATIONS:

The County operates under Subchapter C of Chapter 111 of the Texas Local Government Code, with an appointed Budget Officer.

The County Auditor's office is headed by Mr. Randall Rice CPA, County Auditor, and consists of 26 full-time employees including the County Auditor. The principal functions performed, and the number of employees assigned to each are as follows:

Function	Number of Employees
Administration	3
General Accounting	6
Grant Accounting/Financial Reporting	6
Internal and IT Auditing	6
Accounts Payable	5

BB. COMPUTER SYSTEMS:

ERP Software	One Solution by Central Square
Time Clock Plus	

CC. INTERNAL AUDIT FUNCTION:

The County has maintained an internal audit function for at least the past 20 years. The internal audit function reports to the County Auditor and is staffed by 6 employees. All members of the internal audit staff hold at least a BBA degree, and some have or are working on professional certifications.

DD. ASSISTANCE TO BE PROVIDED TO THE AUDITOR AND REPORT PREPARATION:

The County Auditor's Office staff, including internal audit staff, and responsible management personnel will be available during the audit to assist the firm by providing information, documentation and explanations. The preparation of confirmations will be the responsibility of the County Auditor.

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IT personnel will be available to provide systems documentation and explanations.

The staff of the County Auditor uses ProSystem to prepare draft statements, notes, letters and schedules in the preparation of the Annual Report.

The County Auditor's office will provide the auditor with reasonable workspace, desks and chairs as well as remote view access to the financial system. The auditor will also be provided with access to telephone lines, photocopying facilities, and FAX machines. In addition, the County Auditor utilizes SmartSheet to track dues dates and completion of requested documents. The auditor will have access to download any documents from SmartSheet to use in its workpapers.

The County Auditor will provide report preparation, editing and draft copies of the Annual Report. The printing of the annual report and single audit reports shall be the responsibility of the auditor. The auditor shall provide the County with one electronic and a total of ten hard copies of each of the compliance reports.

EE. SPECIAL REQUIREMENTS/INSTRUCTIONS:

Under the Request for Qualification process, sealed qualifications will be received and opened in the Office of the Galveston County Purchasing Agent located in the Galveston County Courthouse, 722 Moody Avenue (21st Street), Fifth (5th) Floor, Galveston, Texas, 77550. After an award is made and an agreement is executed, qualifications are subject to review under the "Public Information Act". To the extent permitted by law, vendors may request in writing non-disclosure of confidential data. Such information shall accompany the qualification, be readily separable from the qualification, and be CLEARLY MARKED "CONFIDENTIAL". For portions identified as confidential by the vendor, Galveston County must rely on advice, decisions, and opinions of the Attorney General of the State of Texas relative to the disclosure of data or information.

FF. QUESTIONS:

Vendors shall not contact any Galveston County personnel regarding this RFQ, evaluation or selection process from the time the RFQ is issued until the time a notification of intent to award is announced, without the express permission from the Office of the Galveston County Purchasing Agent. The Galveston County Purchasing Agent may disqualify any vendor who has made site visits, contacted personnel, or distributed any literature without authorization from this office. Galveston County may initiate discussions with vendors. Discussions may not be initiated by vendors. Galveston County expects to conduct discussions with vendor personnel authorized to contractually obligate the vendor with an offer.

Vendors are encouraged to review this entire Request for Qualification. All questions pertaining to this RFQ must be submitted in writing and directed to Rufus Crowder, CPPO, CPPB at purchasing.bids@co.galveston.tx.us (preferred method) by **Tuesday, September 21, 2021, on or before 5:00 p.m.** All questions submitted in writing prior to the deadline will be compiled and the answers forwarded in writing to all firms via addendum.

SPECIAL PROVISIONS
AUDITING AND RELATED SERVICES
GALVESTON COUNTY

GG. EVALUATION:

An evaluation committee comprised of Galveston County staff will review and evaluate the Statements of Qualifications and will select the most highly qualified provider of the services requested on the basis of demonstrated competence and qualifications. Selected vendors may be expected to make a presentation to, or interview with, the evaluation committee.

The following will be considered in evaluating the qualification:

a. **50%** - Firm's Background and Experience -Accounting Firm – The size and scope of the Firm's overall audit practice. Description of national and local experience with state, county or municipal audits. Description of the most significant audit clients located in the Houston-Baytown-Sugarland, Texas Metropolitan Statistical Area as defined by the U.S. Census.
b. **30%** - Key Project Personnel – Number of Audit Partners, Managers and Staff in offices located in the Houston-Baytown-Sugarland, Texas Metropolitan Statistical Area as defined by the U.S. Census along with description of this personnel's experience with state and local government audits. Description of the local area personnel's experience with large audit clients of a similar size and scope to Galveston County.
c. **20%** - Financial Information – Total audit fees generated during the most recent fiscal year both at the total firm basis and earned by offices in the Houston-Baytown-Sugarland, Texas Metropolitan Statistical Area as defined by the U.S. Census.

Any submitted qualifications shall remain valid for six (6) months after the RFQ due date or until Galveston County executes a contract, whichever is sooner. Galveston County may, in the event the selected firm fails to perform and/or the contract is terminated within forty-five (45) days of its initiation, enter into discussions with the next most qualified firm(s).

HH. QUESTIONNAIRE:

To be considered, prospective firms must submit a complete response as required by the Request for Qualification. Firms must submit evidence of their ability to provide complete, thorough and comprehensive responses and information for each of the following components of this RFQ:

A. **Firm's Background and Experience**

1. Describe your firm's organizational structure.
2. How many years has your firm been in business under its present name?
3. Indicate all other names by which your firm has been known and length of time known by each name.
4. Indicate the number of years of experience your firm has conducting audits of large government entities similar to Galveston County.
5. Include the address of your firm's website, if applicable.
6. Describe your firm's general approach to auditing.
7. List your firm's current or recent audit clients that are state or local government entities.
8. List your firm's five largest audits of state or local governments.
9. List your firm's current or recent audit clients in Texas that are state or local government entities.
10. List your firm's five largest audit clients located in Galveston County.
11. Please provide any other background that you feel is pertinent to the auditing needs expressed by the County of Galveston.
12. List of all office locations in the Houston-Baytown-Sugarland, Texas Metropolitan Statistical Area as defined by the U.S. Census

SPECIAL PROVISIONS
AUDITING AND RELATED SERVICES
GALVESTON COUNTY

B. **Key Project Personnel -** Provide information regarding capabilities and experience of personnel directly assigned to this project that include the following:
   1. Professional resumes for key personnel and their responsibilities for the duration of the contract.
   2. Indicate the education and professional licensing of each person as it relates to this project. Include a list of previous projects, similar in size and complexity, in which each team member has played a significant role.

C. **Financial Information** – Provide financial information to help demonstrate the size and scope of the audit practice and independence of the firm including:

   1. Total audit fees firm wide.
   2. Total audit fees generated in the Texas and Houston-Baytown-Sugarland, Texas Metropolitan Statistical Area as defined by the U.S. Census
   3. Total audit fees related to local government audits firm-wide and locally.

D. **Estimated Fees/Cost**

   1. The response should include an estimate of the total cost of the annual audit services (including the annual single audit). The estimated total cost will be the maximum fee paid under the contract for annual audit services. The following details should be included in the estimate of the total cost of annual audit services:

Description	Number of Hours	Hourly Rate	Estimated Cost
Partner			
Manager			
Sr. Auditor			
Staff Auditor			
Support Staff			
Itemized List of additional costs			

   2. The hourly rate in the schedule above will also be the fee for special audit assignments other than the annual audit services.

   3. Manner of Payment:
   Progress payment will be made on the basis of hours of work completed during the course of the engagement and out-of-pocket expenses incurred in accordance with the firm's qualification.

   Billings shall cover a period of one complete calendar month and each invoice should include the total annual estimated costs, the total billed for that year to date, and a detailed delineation of the services billed in the current month to include the following:

SPECIAL PROVISIONS
AUDITING AND RELATED SERVICES
GALVESTON COUNTY

Description	Contract Estimated Hours	Revised Estimated Total Hours	Hours Billed To Date	Current Hours Billed	Hourly Rate	Billed Amount
Partner						
Manager						
Sr. Auditor						
Staff Auditor						
Support Staff						
Total Labor						

Itemized List of Additional Costs:

II. SAMPLE AGREEMENT:

All proposers are required to include a Sample Agreement with their qualification submittal. The sample agreement will be reviewed by Galveston County's legal counsel and the terms will be negotiated with the successful proposer.

JJ. EXCEPTIONS:

Any exceptions to bid conditions should be listed on a separate sheet of paper, attached to qualification submittal and submitted with qualification documents at the specified date and time of solicitation opening.

The remainder of this page intentionally left blank

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*22.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration for authorization to re-solicit for vacuum services for Road & Bridge Department submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/21/25 4:25 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: ITB 222031 Vacuum Services for Road & Bridge Department Contract #CM21588

Gentlemen,

The contract associated with ITB #B222031 Vacuum Services for Road & Bridge Department is scheduled to expire on September 23, 2025 and there are no further extensions.

Authorization is requested to re-solicit for these services.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Fleming, Melissa
Sent: Monday, June 16, 2025 11:45 AM
To: Dickey, Tammy
Subject: FW: Rebid - Fleet Department

Hi Tammy,

This is for B222031 - Vacuum Services for Road & Bridge Department.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

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From: Bryant, Elizabeth <Elizabeth.Bryant@galvestoncountytx.gov>
Sent: Thursday, June 12, 2025 1:12 PM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Subject: RE: Rebid - Fleet Department

Yes, please.

Thank You,

Elizabeth Bryant
Fleet Administrative Manager
5115 Hwy 3 Dickinson, TX 77539
281-309-5074

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From: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Sent: Thursday, June 12, 2025 1:10 PM
To: Bryant, Elizabeth <Elizabeth.Bryant@galvestoncountytx.gov>
Subject: Rebid - Fleet Department

Hi Elizabeth,

The bid below will be due for rebid 09/23/2025.

B222031 - Vacuum Services for Road & Bridge Department – No additional extensions available, do you wish to rebid?

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*23.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration for authorization to re-solicit for Hot Mix Asphalt submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:20 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: ITB 222032, Hot Mix Asphalt Contract #CM21616

Gentlemen,

The contract associated with ITB #B222032 Hot Mix Asphalt is scheduled to expire on October 31, 2025 and there are no further extensions.

Authorization is requested to re-solicit for these services.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Fleming, Melissa
Sent: Friday, August 15, 2025 8:04 AM
To: Dickey, Tammy
Subject: FW: B222032 - Hot Mix Asphalt

Hi Tammy,

This is for B222032 - Hot Mix Asphalt. I don't thing this is on our list.

Sincerely,

Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

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From: Wallace, Tiffany <Tiffany.Wallace@co.galveston.tx.us>
Sent: Friday, August 15, 2025 6:30 AM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Subject: RE: B222032 - Hot Mix Asphalt

Yes we wish to re-bid

Thanks,
Tiffany Wallace
Finance & Administration Manager
5115 Hwy 3 Dickinson, TX 77539
281-309-5025
Tiffany.wallace@co.galveston.tx.us

From: Fleming, Melissa <Melissa.Fleming@galvestoncountytx.gov>
Sent: Thursday, August 14, 2025 3:32 PM
To: Wallace, Tiffany <Tiffany.Wallace@co.galveston.tx.us>
Subject: B222032 - Hot Mix Asphalt

Hello,

Hot Mix Asphalt (Bid B222032) – Due for the Re-Bid, do you wish to Re-Bid?

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytx.gov

Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*24.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of authorization to dispose of salvage or surplus property submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 12:24 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

September 2, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

Re: **Disposal of Salvage or Surplus Property**

Gentlemen,

It is requested that authorization be granted to dispose of the salvage and/or surplus property items represented on the attached awaiting disposal (AD) list. This request is per the instructions outlined in the Texas Local Government Code, section 263.152, Disposition.

These items will be placed on the GovDeals website or other authorized means of disposal within 30 days after authorization is granted and efforts to transfer them to other departments have been exhausted.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn

Veronica Van Horn
Interim Purchasing Agent

Dickey, Tammy

From: Nolan, Edward
Sent: Thursday, August 21, 2025 10:36 AM
To: Dickey, Tammy
Subject: Agenda request for commissioners court 09/01/2025: 291010. OEM electronic surp 20250901
Attachments: 291010. OEM electronic surp 20250901.pdf

Good afternoon,

Could we please place the following property items on the next available commissioners court for appropriate removal or reallocation: (**291010. OEM electronic surp 20250901.pdf**):

#	Qty	Make	Model	Serial Number
1	1	Motorola Battery	Maintenance System Plus	Model Number: WPLN4079AR
2	1	Battery Charger		112343101
3	1	Motorola 800 Radio	XTS 2500	205CFC0232
4	1	Motorola 800 Radio	XTS 2500	205CFC0231
5	1	Motorola 800 Radio	XTS 2500	205CFC0230
6	1	Power Product Radio Battery		PN:BP9815
7	1	Power Product Radio Battery		PN:BP9815
8	1	Power Product Radio Battery		PN:BP9815
9	1	Motorola Battery		Kit#: NTN9815B
10	1	Motorola Battery		Kit#: NTN9858C
11	1	Motorola Radio	MC 2000	623AAC0139
12	1	Motorola Charger		NTN7731A
13	1	Motorola Charger		NTN1171A
14	1	Motorola Radio	XTS 2500	205CFC0236
15	1	Motorola	MT 2000	355AXA0250 X
16	1	Motorola Battery		WPNN4013A
17	1	Motorola Radio	PR 1500	626TGG1504
18	1	Motorola Radio	PR 1500	626TGG0845
19	1	Motorola	D45MWA5GC3AK	481SVD7271
20	1	CPI	SV300	1006231
21	1	CPI	SV300	1006241
22	1	Motorola Router	AP5131	SN: 8142520900102
23	1	Andrew Repeater	MR803P	1
24	10	Motorola Desktop Microphone		
25	2	Speco Technologies	Weatherproof speaker	
26	2	Motorola HLN 6042A Desktop Wedge Base		

Thanks!

Edward Nolan
Purchasing Asset Coordinator
Galveston County Purchasing Department
(409) 770-5417
(409) 621-7991 Fax
Edward.Nolan@co.galveston.tx.us

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PROPERTY DISPOSAL REPORT

DATE: 8/18/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation:

Disposal of: See Attached List
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: See Attached List

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments:

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

Make	Model	Serial Number	Quantity
Motorola Battery	Maintence System Plus	Model Number: WPLN4079AR	1
Battery Charger		1123431013	1
Motorola 800 Radio	XTS 2500	205CFC0232	1
Motorola 800 Radio	XTS 2500	205CFC0231	1
Motorola 800 Radio	XTS 2500	205CFC0230	1
Power Product Radio Battery		PN: BP9815	1
Power Product Radio Battery		PN: BP9815	1
Power Product Radio Battery		PN: BP9815	1
Motorola Battery		Kit#: NTN9815B	1
Motorola Battery		Kit#: NTN9858C	1
Motorola Radio	MC 2000	623AAC0139	1
Motorola Charger		NTN7731A	1
Motorola Charger		NTN1171A	1
Motorola Radio	XTS 2500	205CFC0236	1
Motorola	MT 2000	355AXA0250 X	1
Motorola Battery		WPNN4013A	1
Motorola Radio	PR 1500	626TGG1504	1
Motorola Radio	PR 1500	626TGG0845	1
Motorola	D45MWA5GC3AK	481SVD7271	1
CPI	SV300	10062314	1
CPI	SV300	10062414	1
Motorola Router	AP5131	SN 8142520900102	1
Andrew Repeater	MR803P	13	1
Motorola Desktop Microphone			10
Speco Technologies	Weatherproof speaker		2
Motorola HLN 6042A Desktop Wedge Base			2

Dept: GCOEM, 291010

Dept. Asset Custodian: Brad Burress

Signature: [signature] 8/18/25

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Camera/Canon/Model:D5126621
FAID No. & Description

Reason for disposal: No longer needed - surplus (with 2 bags)

Serial No./VIN #: 102071029488

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector Screen/Apollo
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: NA

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: GCTAG 100900

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PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector Screen/DA Lite
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: NA

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: GCTAG 100071

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Dell / S320wi
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: D6ZNJ92/CN-OT19R9-S0081-738-0107

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

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PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite X12
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: PSCK2800126

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite 81P
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: F38G471588F

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian, Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite X15
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: RDXF25040YL

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward
Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite 1222
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: TTWK4400036

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025 Edward
Date Form Processed Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite X15
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: RDXF250062L

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Epson / Powerlite X12
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: PSCF272380L

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025 Edward
Date Form Processed Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Go Pro Accessories (No camera preser
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: NA

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward [illegible]
Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Video Insight Encoder NVE12K
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: A40800311

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

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PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward [illegible]
Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Camera/Nikon/Model:D5500
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: 2603260

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: Office Supplies (misc.)
FAID No. & Description

Reason for disposal: Surplus - No longer needed

Serial No./VIN #: N/A

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: Folders and binding materials, desk organizers

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Projector / Optoma / Pro 250X
FAID No. & Description

Reason for disposal: No longer needed - surplus (with bag)

Serial No./VIN #: Q8EZ951AAAAAC0397

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward
Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Smart Board / Poly Vision / Unk
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: P/N 310275

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward
Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01-Pitney Bowes /Model: DM 125/ DM 225
FAID No. & Description

Reason for disposal: No longer needed - surplus

Serial No./VIN #: 4710304

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025 Edward
Date Form Processed Fixed Asset Property Manager

Form No. FA-09

PROPERTY DISPOSAL REPORT

DATE: 8/14/2025 Brad Burness

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 291010, Office of Emergency Management, Brad Burness
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: 01 - Television/Sharp/Model:LC-60LE6404
FAID No. & Description

Reason for disposal: No longer needed - surplus (with 60" mount)

Serial No./VIN #: 208822202

From: 291010, Office of Emergency Management Location: Old Skills garage
Department No. & Name Building, Floor, Suite, or Room No.

Comments:

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

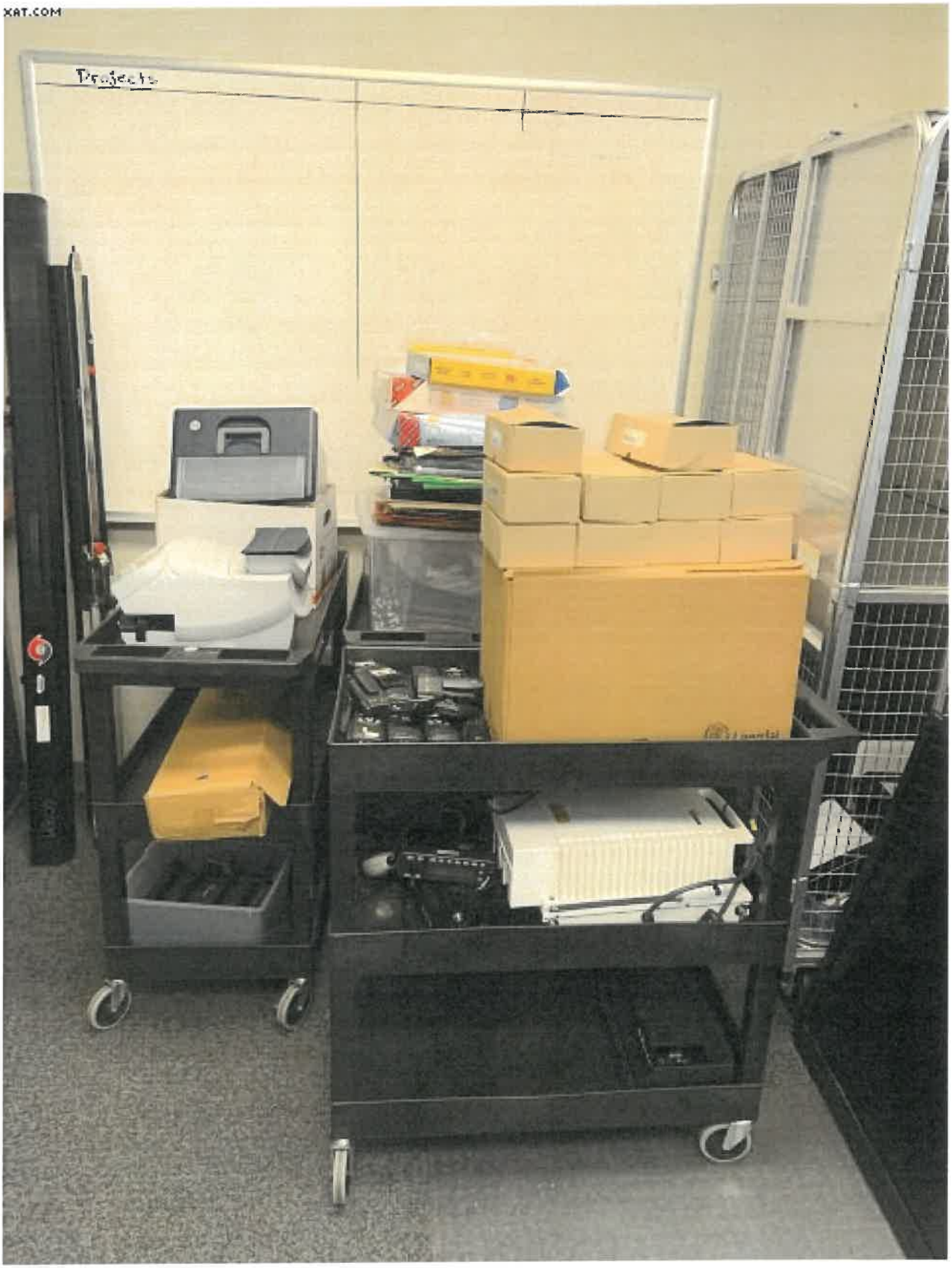
PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Fixed Asset Property Manager

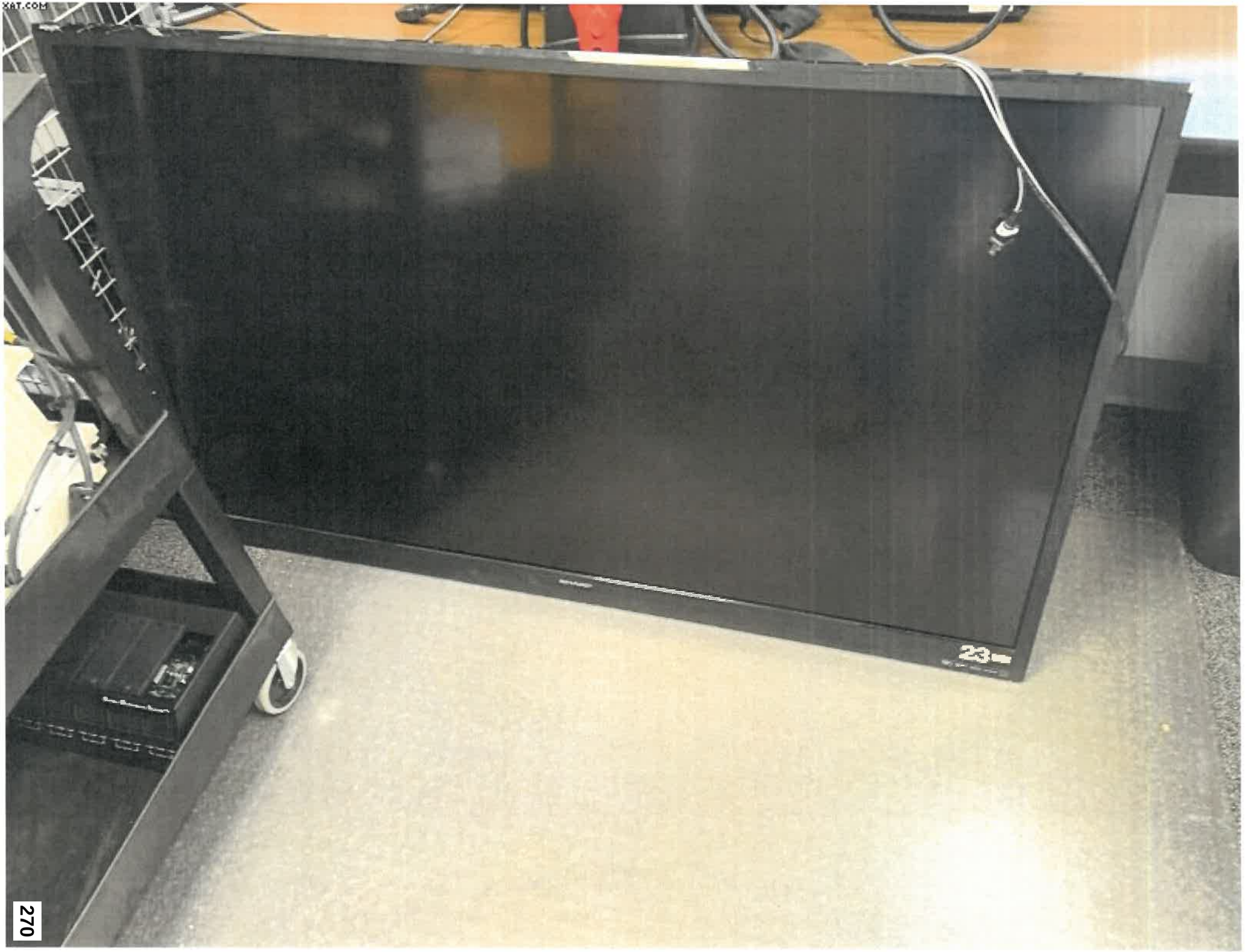
Form No. FA-09

#	Qty	Make	Model	Serial Number
1	1	Motorola Battery	Maintenance System Plus	Model Number: WPLN4079AR
2	1	Battery Charger		1123431013
3	1	Motorola 800 Radio	XTS 2500	205CFC0232
4	1	Motorola 800 Radio	XTS 2500	205CFC0231
5	1	Motorola 800 Radio	XTS 2500	205CFC0230
6	1	Power Product Radio Battery		PN:BP9815
7	1	Power Product Radio Battery		PN:BP9815
8	1	Power Product Radio Battery		PN:BP9815
9	1	Motorola Battery		Kit#: NTN9815B
10	1	Motorola Battery		Kit#: NTN9858C
11	1	Motorola Radio	MC 2000	623AAC0139
12	1	Motorola Charger		NTN7731A
13	1	Motorola Charger		NTN1171A
14	1	Motorola Radio	XTS 2500	205CFC0236
15	1	Motorola	MT 2000	355AXA0250 X
16	1	Motorola Battery		WPNN4013A
17	1	Motorola Radio	PR 1500	626TGG1504
18	1	Motorola Radio	PR 1500	626TGG0845
19	1	Motorola	D45MWA5GC3AK	481SVD7271
20	1	CPI	SV300	10062314
21	1	CPI	SV300	10062414
22	1	Motorola Router	AP5131	SN: 8142520900102
23	1	Andrew Repeater	MR803P	13
24	10	Motorola Desktop Microphone		
25	2	Speco Technologies	Weatherproof speaker	
26	2	Motorola HLN 6042A Desktop Wedge Base		


XAT.COM
Projects


XAT.COM


Shop Ticket Holders
25
100
File Folders



270



PROPERTY DISPOSAL REPORT

DATE: 8/12/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: 440110, Indigent Care Tashonda Edwards Tashonda Edwards
Department No. & Name, Department Asset Custodian Authorized Signature

Re: Please amend the inventory to reflect the following change(s) due to DISPOSAL

METHOD OF DISPOSAL

- ☐ **Auction** _____ Date
- ☐ **Theft** _____ Date (Attach the Law Enforcement Agency Theft Report)
- ☐ **Destroyed by**
  - ☐ Natural Disaster _____ Date
  - ☐ Traffic Accident _____ Date
- ☐ **Trade-In** _____ Date
- ☐ **Donated** _____ Date Agency receiving donation: _____

Disposal of: N/A - (2) Chairs
FAID No. & Description

Reason for disposal: Legs Broke / surplus (may be salvage)

Serial No./VIN #: _____

From: 440110, Indigent Care Location: 2516 Texas Avenue, Ste134
Department No. & Name Building, Floor, Suite, or Room No.

Comments: _____

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/21/2025
Date Form Processed

Edward [illegible]
Fixed Asset Property Manager

Form No. FA-09

GENERAL PROPERTY PRE-DISPOSAL DISCLOSURE FORM

Date: 8/12/2025

To: Purchasing Department, Attention: Fixed Asset Property Manager

From: Tashonda Edwards — Tashonda Edwards — 440110, Indigent Care

Authorized Signature | Print Name | Department/Division

Re: Pre-disposal disclosure

Method of Disposal: _____ Destroy _____ Scrap _____ Salvage Starting Bid $ _____

Please describe the item to the best of your knowledge. Please list any and all defects.

Disposal of FAID No: N/A Description: (2) Chairs

Make: _____ Model: _____

Serial/VIN: _____ Year: _____ Color: _____

Description of Use: Office furniture

Reason for Disposal: Legs Broke / no longer needed / replaced

Is this item currently in sound working condition? ____ Yes ____ No

If no, please describe and list all defects.

Other: Clients are unable to sit in the chairs, due to the legs are broke

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

PURCHASING DEPARTMENT USE ONLY

8/28/2025
Date Form Processed

Fixed Asset Property Manager

Form No. FA-10
04/20/2015



GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*25.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of amending section 6.6 Procurement Categories Dependent on Anticipated Price of the Purchasing Policy submitted by the Interim Purchasing Agent

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	8/26/25 10:08 am
2	Dianna Martinez	Approve	8/26/25 10:22 am

6.6 Procurement Categories Dependent on Anticipated Price

The Galveston County Purchasing Agent has established purchasing categories for the purchase of all goods and services based on the anticipated price of such goods or service. Each category specifies the information that must be obtained before issuing a purchase order or via an alternative method of purchase, such as a P-Card. The categories are as follows:

Purchases less than $5,000.00:

- Purchasing Staff may exercise discretion in the acquisition process.
- No formal quotations are required.
- Purchases may be made directly, provided they comply with County policies and budgetary constraints

Purchases $5,000.00 or more but less than $50,000.00:

- A minimum of two written quotations must be obtained.
- Upon approval by Purchasing Department staff, the requesting department may either:
  - Solicit quotations directly, or
  - Delegate the solicitation responsibility to the Purchasing Department.
- Regardless of who obtains the quotations, the requesting department is responsible for initiating the requisition.

Purchases $50,000 or more but less than $100,000:

- A minimum of three written quotations must be obtained.
- Upon approval by Purchasing Department staff, the requesting department may:
  - Solicit quotations directly, or
  - Delegate the solicitation responsibility to the Purchasing Department.
- If the requesting department obtains the quotations, they must submit them to the Purchasing Department for review and approval before issuance of a purchase order or alternate payment method (e.g., P-Card).
- The requesting department remains responsible for initiating the requisition and specifying the preferred purchasing method.

Purchases greater than $100,000:

- Formal sealed competitive procurement is required, including:

- Invitations to Bid (ITB),
- Requests for Proposals (RFP), or
- Competitive Sealed Proposals.

- These processes must be conducted by the Purchasing Department in accordance with the County Purchasing Act (Subchapter C, Chapter 262, Sections 262.021–262.037 of the Texas Local Government Code).

- Exceptions to competitive bidding may be granted only upon application by the Purchasing Agent and approval by the Galveston County Commissioners Court.

- All submissions will be evaluated jointly by the Purchasing Department and the requesting department.

- Final acceptance or rejection of the Purchasing Agent's recommendation rests solely with the Commissioners Court.

- No Purchasing Staff member may issue a purchase order that deviates from these requirements unless a waiver has been granted by their supervisor, as outlined in Section 6.7.

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*26.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

1) **Date of Request:** 8/13/2025
2) **Contract Type:** Expense
3) **Renewal Contract:** No
4) **Department Name: Road & Bridge Department**
5) **Department Contact: Lee Crowder**
6) **Description: Purchase a Grappler Attachment**

7) **PEID No:**
8) **Req No:**
9) **Orgkey: 2301 312120**
10) **Object Code: 5311100**
11) **Vendor: Mustang CAT**
12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

13) **Fund Name: FM Lateral Roads**
14) **Fund #: 2301**
15) **Current Year Budgeted: 115,000**
16) **Current Year Projected: 4,762.29**
17) **Year 2:**
18) **Year 3:**
19) **Year 4:**
20) **Year 5:**
21) **Totals:**

To Be Completed by Purchasing Department

22) **Contract Start Date:** 9/2/2025
23) **Auto Renewal Contract:** No
24) **Bid No: N/A**
25) **Contract End Date:** 9/1/2026
26) **Contract # Issued by Purchasing Department: 232787**

NOTES: HB1295 Requested

Approval History

Seq #	Approver	Action	Action Date
1	Lee Crowder	Escalated	8/15/25 5:18 pm
2	Zachary Smith	Approve	8/18/25 7:03 am
3	Melissa Fleming	Disapprove	8/18/25 3:30 pm
Notes:	Please attached the letter and support from Veronica Van Horn (8/18/25 MF)		
4	Lee Crowder	Approve	8/19/25 4:41 pm
5	Melissa Fleming	Approve	8/19/25 4:45 pm
6	Veronica Van Horn	Approve	8/19/25 5:03 pm
7	Diana Huallpa	Approve	8/20/25 1:40 pm
8	Sergio Cruz	Approve	8/20/25 2:19 pm
9	Veronica Van Horn	Approve	8/20/25 5:26 pm

THE COUNTY OF GALVESTON

VERONICA VAN HORN
INTERIM PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor, Purchasing
GALVESTON, TEXAS 77550
(409) 770-5371

ERIN S. QUIROGA, MBA, CPPB
ASST. PURCHASING AGENT

August 29, 2025

Honorable County Judge
Honorable County Commissioners' Court
Galveston County Courthouse
Galveston, Texas 77550

RE: Trade-In Equipment – Grapple Attachment from Mustang Caterpillar

Gentlemen,

It is requested that the Commissioners' Court grant authorization to dispose of the following property per the guidelines referenced in Texas Local Government Code, Section 263.152 (a)(2), offer the property as a trade-in for new property of the same general type if the commissioners court considers that action to be in the best interests of the county.

The Road & Bridge Department intends to trade in its current grapple attachment, which no longer meets operational requirements, for a new model that aligns with the department's needs. This procurement strategy is deemed the most fiscally responsible and efficient means of acquiring the necessary equipment to ensure continued effectiveness in departmental operations.

The Purchasing Department has reviewed this request and recommends approval. Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

Veronica Van Horn
Interim Purchasing Agent

The County of Galveston

Road and Bridge Department
Seawall Maintenance Department
Bolivar Peninsula Beach Maintenance
Fleet Service Department
Lee Crowder, Road Administrator Office 281-534-4152

Date: 7/31/2025

To: Veronica Van Horn
Purchasing Agent (Interim)

From: Lee Crowder
Road Administrator

CC: Tammy Dickey

RE: **Request to purchase a Grapple Attachment for the Road & Bridge Department**

We are requesting to purchase a new grapple attachment for a Caterpillar 926M wheel loader.

In FY24, The Road and Bridge Department purchased a Caterpillar 926M wheel loader for beach maintenance and material handling. The type of grapple attachment that was purchased with the loader does not meet the department's needs as expected. The proper grapple is available from Mustang Caterpillar for $19,762.29. The trade allowance for the grapple we have is $15,000. This would result in a remaining balance of $4,762.29 needed to purchase the new grappler.

We have looked into other options, such as having the current grapple modified. This would cost $6,250. The less expensive option would be to trade our current grapple for a new one. This would also eliminate the possibility of a grapple modification not working and the liability of having a modified piece of equipment.

The attached quote shows the total cost for the grappler, the trade-in allowance, and the final cost, which is $4,762.29. We would like to use the funds from account 2301-312120-5311100, which has a remaining balance of $30,000, to purchase the new grappler.

Your consideration would be appreciated.

New Machine Sales Agreement

MUSTANG CAT | MUSTANG CAT THE Rental STORE

REF# Q-29484

MUSTANG MACHINERY COMPANY, LLC. D/B/A MUSTANG CAT, 12800 NORTHWEST FREEWAY, HOUSTON TX 77040 | PHONE: (800) 256 - 1001

SOLD TO	CUSTOMER	Galveston County Road & Bridge	SHIP TO	
	STREET ADDRESS	5115 Hwy 3		
	CITY/STATE	Dickinson/TX		/
	POSTAL CODE	77539		
	COUNTY/ COUNTRY			
	PHONE NUMBER	281-534-4152		
	EMAIL	lee.crowder@co.galveston.tx.us		
	CUSTOMER CONTACT	EQUIPMENT Lee Crowder	F.O.B. AT:	
		PRODUCT SUPPORT		
	INDUSTRY CODE		SHIP VIA:	
	PRINCIPAL WORK CODE			

CUSTOMER NUMBER: 0481975	SALES TAX EXEMPTION NUMBER (IF APPLICABLE):		CUSTOMER PO NUMBER:

DESCRIPTION OF EQUIPMENT ORDERED / PURCHASED

MAKE: Caterpillar MODEL: YEAR:

ID NUMBER: SERIAL NUMBER: SMU:

RAKE, 84", FWTC, FUSION 4,612	592-7178	$23,056.00

Total Machine List Price: $23,056.00

Dealer Discount: **$3,293.71**

Quote Notes

COI. Quote valid 30 days.

TRADE-IN EQUIPMENT

MODEL:	Grapple Rake	YEAR:	2023	SERIAL NUMBER:	FJK00147
PAYOUT TO:		AMOUNT:	$0.00	PAID BY:	
MODEL:		YEAR:		SERIAL NUMBER:	
PAYOUT TO:		AMOUNT:		PAID BY:	
MODEL:		YEAR:		SERIAL NUMBER:	
PAYOUT TO:		AMOUNT:		PAID BY:	

ALL TRADE-INS ARE SUBJECT TO EQUIPMENT BEING IN "AS INSPECTED CONDITION" BY MUSTANG CAT AT TIME OF DELIVERY. CUSTOMER HEREBY STATES THE ABOVE LISTED EQUIPMENT EMISSIONS HAVE NOT BEEN ALTERED OR CHANGED. CUSTOMER HEREBY SELLS THE TRADE-IN EQUIPMENT DESCRIBED ABOVE TO MUSTANG CAT AND WARRANTS IT TO BE FREE AND CLEAR OF ALL CLAIMS, LIENS. MORTGAGES AND SECURITY INTEREST EXCEPT AS SHOWN ABOVE.

PREVENTATIVE MAINTENANCE AGREEMENT

EQUIPMENT WARRANTY

Customer acknowledges that he has received a copy of the manufacturer's warranty and has read and understood said warranty. All used equipment is sold as is where is and no warranty is offered or implied except as specified herein.

TERMS OF SALE

SUB TOTAL	$19,762.29
HEAVY EQUIPMENT TAX	$0.00
SALES TAX	$0.00
DOC FEE	$0.00
DIESEL SURCHARGE	$0.00
TOTAL CASH PRICE	$19,762.29
CASH WITH ORDER	$0.00
TRADE IN ALLOWANCE	$15,000.00
TOTAL DOWN PMT. & TRADE IN ALLOWANCE	-
UNPAID BALANCE OF TRADES	$0.00
Invoice – Downpayment + Trade in Allowance	$4,762.29
TOTAL AMOUNT TO BE FINANCED	$4,762.29

WARRANTY TERM	Month | || CAT Work Tools Warranty 12 Months/Unlimited Hours	**CUSTOMER INITIAL.**

IT IS MUSTANG CAT's INTENT THAT THIS AGREEMENT REFLECTS THE FULL AND FINAL TERMS OF THIS TRANSACTION. HOWEVER, DUE TO CHANGING CIRCUMSTANCES, MUSTANG CAT MAY NOT BE ABLE TO HONOR THE EXACT PRICING OR DELIVERY DATES HEREIN. EXAMPLES OF THOSE CIRCUMSTANCES INCLUDE, BUT ARE NOT LIMITED TO, LIMITED PRODUCT AVAILABILITY, EXTENDED LEAD TIMES, AND SUPPLIER PRICING CHANGES. CUSTOMER ACCEPTS AND ACKNOWLEDGES THAT IF MUSTANG CAT IS NOT ABLE TO HONOR THE TERMS OF THIS AGREEMENT, THIS AGREEMENT WILL BE VOIDED, AND BOTH PARTIES RELEASED FROM THIS AGREEMENT'S BINDING EFFECT. VOIDING OF THIS AGREEMENT DOES NOT PREVENT THE PARTIES FROM ENTERING INTO A NEW AGREEMENT, NOR IMPACT OTHER AGREEMENTS AMONG THE PARTIES HERETO.

DISCLAIMER OF WARRANTIES AND WAIVER OF CLAIMS

MUSTANG CAT IS NOT A MANUFACTURER OF THE EQUIPMENT. ALTHOUGH MUSTANG CAT MAY ADMINISTER WARRANTIES ISSUED BY THE MANUFACTURER, CUSTOMER ACKNOWLEDGES AND AGREES THAT: (1) ANY EXPRESS WARRANTIES BY THE MANUFACTURER FOR THE EQUIPMENT ARE NOT THE RESPONSIBILITY OF MUSTANG CAT; AND (2) THE MANUFACTURER'S WARRANTY CONTAINS LIMITATIONS AND CUSTOMER MAY INCUR CERTAIN REPAIR, TRANSPORTATION, OR OTHER CHARGES BY MUSTANG CAT WHICH ARE NOT COVERED BY THE MANUFACTURER'S WARRANTY. ANY AND ALL IMPLIED WARRANTIES ARE EXCLUDED.

MUSTANG CAT, BY VIRTUE OF HAVING SOLD THE EQUIPMENT UNDER THIS AGREEMENT, HAS NOT MADE AND DOES NOT MAKE ANY REPRESENTATION OR WARRANTY, EXPRESS OR IMPLIED, AS TO CONDITION, COMPLIANCE WITH SPECIFICATIONS OR REGULATIONS, QUALITY, DURABILITY, SUITABILITY, MERCHANTABILITY, FITNESS FOR USE OR FITNESS FOR A PARTICULAR PURPOSE, OR ANY OTHER WARRANTY WHATSOEVER, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT. MUSTANG CAT IS NOT LIABLE FOR ANY DAMAGES (WHETHER ORDINARY, SPECIAL OR PUNITIVE) ARISING FROM ANY FAILURE OF THE EQUIPMENT TO OPERATE OR THE FAULTY OPERATION OF THE EQUIPMENT, OR THE INSTALLATION, OPERATION, REPAIR OR USE OF THE EQUIPMENT.

OTHER TERMS AND CONDITIONS

ADDITIONAL TERMS AND CONDITIONS SET FORTH ON THE REVERSE SIDE HEREOF OR ATTACHED HERETO (AS APPLICABLE) CONSTITUTE AN IMPORTANT PART OF THIS AGREEMENT AND ARE INCORPORATED HEREIN VERBATIM FOR ALL PURPOSES. PLEASE REVIEW SUCH OTHER TERMS AND CONDITIONS BEFORE SIGNING THIS AGREEMENT.

THESE TERMS AND CONDITIONS SUPERSEDE ALL OTHER TERMS AND CONDITIONS PRESENTED BY OR TO CUSTOMER UNLESS PROVIDED IN A DOCUMENT SIGNED BY AN AUTHORIZED REPRESENTATIVE OF BOTH PARTIES AND CONTAINING REFERENCE TO THIS SALES ORDER AGREEMENT.

THIS AGREEMENT IS SUBJECT TO THE TERMS AND CONDITIONS ATTACHED

DATE		DATE	
ORDER RECEIVED BY	Stuart Newton	CUSTOMER NAME	Galveston County
SIGNATURE	*Stuart Newton*	CUSTOMER SIGNATURE	
TITLE	Governmental Sales Representative	TITLE	County Judge

TERMS AND CONDITIONS

1. DEFINITION OF MUSTANG: MUSTANG and Seller are defined as Mustang Machinery Company, LLC. d/b/a MUSTANG CAT, Mustang Rental Services of Texas, LLC. d/b/a MUSTANG RENTAL SERVICES, and their subsidiaries, affiliates and related entities.

2. AGREEMENT: This Agreement becomes binding on MUSTANG CAT only upon MUSTANG CAT's execution of this Agreement, and subject to the availability of the equipment from the manufacturer. Customer shall inspect the equipment immediately upon its receipt, and shall be conclusively deemed to have accepted the equipment in good and operating condition unless the customer promptly notifies MUSTANG CAT of any defects, in writing and via telephone. MUSTANG CAT shall have the right, at its option, to either repair or replace the equipment, or terminate this Agreement, in which event the equipment shall be returned to MUSTANG CAT. Delays in delivery shall be excused if caused by any cause beyond the reasonable control of MUSTANG CAT.

3. TITLE TO EQUIPMENT: Title to the equipment shall pass to the customer only upon MUSTANG CAT's actual receipt of funds in the total amount of the Purchase Price and other sums due to MUSTANG CAT hereunder.

4. TAKEN IN TRADE: Customer does hereby irrevocably sell, assign, transfer and convey possession, ownership and title unto MUSTNAG CAT to the Trade-in Equipment described above. Customer warrants that it is the sole owner of the Trade-in Equipment, has full power and authority to sell the Trade-in Equipment, and that there is no lien or any encumbrance of any kind or nature against the Trade-in Equipment, of record or otherwise.

5. TAXES: Customer shall promptly pay all taxes, fees, transportation and other costs, assessments and all governmental charges of any kind or character, and any penalties, fines or interest thereon relating to the equipment.

6. CUSTOMER'S WARRANTIES AND USE: In addition to the other warranties contained herein, customer warrants that (i) if customer is an entity, it is duly organized and validly existing in good standing, and (ii) is duly authorized to execute, deliver, and perform under this Agreement. Customer further agrees and warrants, at its cost, that: (1) the equipment shall at all times be used solely for customer's business and not for personal, family, or household use, and in accordance with the use, and/or instructional materials, solely for the purpose for which it was intended; (2) only customer's employees (who must be skilled, trained and certified to do so) shall use the equipment. Customer hereby further agrees and warrants that (i) any payments made pursuant to this Agreement are intended by the customer to be a contemporaneous exchange for new value given to customer and it is a substantially contemporaneous exchange and (ii) each payment made of a debt incurred by customer under this Agreement is in the ordinary course of business or financial affairs of customer and MUSTANG CAT, and such payment was made in the ordinary course of business or financial affairs of customer and MUSTANG CAT, or made according to ordinary business terms.

7.SOLE AND EXCLUSIVE REMEDY: Customer further agrees that his SOLE AND EXCLUSIVE remedy, if any, against MUSTANG CAT, shall be as contained in any express, written warranty applicable hereto. Customer acknowledges that he has received, read, understands and accepts the terms contained herein. The customer agrees that no other remedy (including, but not limited to, claims for INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, OR ANY CAUSE, LOSS, ACTION, CLAIM OR DAMAGE WHATSOEVER OR INJURY TO PERSON OR PROPERTY OR ANY OTHER CONSEQUENTIAL, ECONOMIC OR INCIDENTAL LOSS) shall be available to him.

8. LOSS AND DAMAGE: Customer assumes all liability and risk of, and shall be solely responsible for, all damage and loss to the equipment from any cause whatsoever, whether or not such loss or damage is or could have been covered by insurance. Until the equipment is paid in full, Customer shall promptly give MUSTANG CAT written notice of any loss or damage and reimburse MUSTANG CAT for the value of the equipment if damaged or stolen. MUSTANG CAT's sole responsibility for shipments shall be to deliver the equipment to a public carrier company.

9. SECURITY AGREEMENT: Unless the product(s) is paid for in full in cash at the time of delivery, MUSTANG CAT retains and customer hereby grants to MUSTANG CAT a security interest in such product(s) within the meaning of the Uniform Commercial Code together with all and any substitutions, additions, or accessions to such product(s), and in any and all proceeds from the sale, exchange or disposal thereof to secure payment of the purchase price of such product(s). Customer, prior to or after delivery, specifically agrees to enter into and execute a financing statement, or statements, and an additional security agreement setting forth the terms and conditions of the Agreement between the parties in relation to the security interest of MUSTANG CAT. Customer further appoints MUSTANG CAT as its attorney-in-fact to execute any such financing statement or security agreement in the place and stead of customer. In the event customer fails to execute any such financing statement or security agreement upon request by MUSTANG CAT, the entire balance of the purchase price shall be at MUSTANG CAT's option become due and payable and customer shall execute any notes or other evidences of indebtedness that may be required by MUSTANG CAT. However, any note taken herewith shall be evidence of customer's obligation to pay the unpaid time balance only and is not to be considered or construed to be payment for the product(s).

10. EVENTS OF DEFAULT: The following are events of default by Customer: (1) failure to pay any amount due hereunder or otherwise; (2) Customer's ceasing to do business, becoming insolvent, taking advantage of any law for the relief of debtors or filing bankruptcy, making an assignment for the benefit of creditors; (3) when MUSTANG CAT deems itself insecure with respect to customer's performance; (4) Customer fails to perform any of customer's other obligation hereunder or otherwise; (5) Customer's representation or warranty is false or misleading.

11. REMEDIES ON DEFAULT: In the event of any default by customer, MUSTNAG CAT is entitled to any one or more of the following remedies, without any notice of default: (a) take possession of the equipment or any other equipment, including enter premises where its located; (b) terminate this Agreement; (c) seek specific performance or injunction or recover damages; (d) stop delivery of the equipment or any other equipment; (e) surrender any insurance policies and receive the unearned premiums; (f) without terminating this Agreement, MUSTANG CAT may take possession of the equipment and sell, relet or otherwise dispose of the equipment as a secured party under UCC and deduct all expenses, costs, reasonable attorneys fees, and other charges incurred by MUSTANG CAT; (g) recover deficiency from customer; and/or (h) perform by itself, or cause performance of, customer's obligation, at customer's cost. In no event shall MUSTANG CAT be required to sell or relet the equipment, nor required to rebate or pay back any gain or profit as a result of leasing the equipment. MUSTANG CAT's remedies hereunder shall not be exclusive, but shall be cumulative and in addition to all other remedies existing at law or in equity.

12. COLLECTIONS: In the event any action either to collect payment or enforce the terms and provisions of this agreement becomes necessary, CUSTOMER agrees to pay reasonable cost of collection and attorney's fees to MUSTIANG CAT should this matter be placed in the hands of a collection agency or an attorney for collection.

15. NOTICES: All notices hereunder shall be in writing and shall be deemed delivered if delivered personally or mailed, by certified mail, return receipt requested, to the respective addresses of the parties set forth above or any other address designated by written notice. By signing this Agreement, customer represents that it has read and agrees to the Terms and Conditions applicable to communications made by MUSTANG CAT to customer by Text or Email and which are found at https://www.mustangcat.com/legal-notices/

16. MISCELLANEOUS: This Agreement may only be modified by a written agreement signed by MUSTANG CAT. If any provision of this Agreement is hereafter held invalid or unenforceable, the remainder of the Agreement shall not be affected and the provisions are declared severable. If there is more than one customer, the obligations of customers hereunder are joint and several. Subject to the terms hereof, this Agreement shall be binding upon and inure to the benefit of MUSTANG CAT and customer and their respective personal representatives, successors and assigns. This Agreement shall be governed by the laws of Texas, each party hereby irrevocably consents to submit to the exclusive jurisdiction of the courts of the state of Texas in Galveston County, Texas. I agree and acknowledge that to the extent equipment is equipped with a telematics system (e.g., Product Link), that data concerning such equipment, including condition, and operation are being transmitted to Caterpillar Inc., and its affiliates. The full privacy statement applicable to the transfer of telematics information, including instructions on how to ask questions about telematics and how to revoke your consent, is available at: https://www.caterpillar.com/en/legal-notices/data-governance-statement.html.

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*27.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

1) **Date of Request:** 8/14/2025
2) **Contract Type:** Expense
3) **Renewal Contract:** No
4) **Department Name: Engineering**
5) **Department Contact: Michael Shannon**
6) **Description: Texas City Hurricane Levee Roadway Rehabilitation**

7) **PEID No:702505**
8) **Req No: B241017**
9) **Orgkey:2903190100**
10) **Object Code: 5786000 (GR-0000464)**
11) **Vendor: Craig & Heidt, Inc**
12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

13) **Fund Name: Restore Act Project Account**
14) **Fund #: 2903**
15) **Current Year Budgeted: 6,528,960.00**
16) **Current Year Projected: 1,573,732.50**
17) **Year 2:**
18) **Year 3:**
19) **Year 4:**
20) **Year 5:**
21) **Totals: 1,573,732.50**

To Be Completed by Purchasing Department

22) **Contract Start Date:** 5/24/2024
23) **Auto Renewal Contract:** Choose an item.
24) **Bid No: B241017**
25) **Contract End Date:** 12/31/2025
26) **Contract # Issued by Purchasing Department: 232475 / CM24172**

NOTES: Change Order #2, increasing contract price by $98,158.50 - HB1295 on

file

Approval History

Seq #	Approver	Action	Action Date
1	Michael Shannon	Approve	8/14/25 8:41 am
2	Melissa Fleming	Approve	8/14/25 2:56 pm
3	Veronica Van Horn	Approve	8/18/25 4:05 pm
4	Diana Huallpa	Approve	8/20/25 1:26 pm
5	Sergio Cruz	Approve	8/20/25 2:18 pm
6	Veronica Van Horn	Approve	8/20/25 5:28 pm

GALVESTON COUNTY ENGINEERING DEPARTMENT

Change Order No. 2
Texas City Hurricane Levee Roadway Rehabilitation

Owner: Galveston County
Contractor: Craig & Heidt, Inc.
Engineer: Woolpert

Contract Number: 24-1139
Purchase Order Number: PO-0002418-1
Bid Number: B241017

Work Being Changed

This change order adresses the stabilization of the exisiting base material, which was found to be structurally inadquate during construction and unsuitable for asphlat pavement.To mitigate potential pavement failure, stabilization wil be performed using two added pay items: No. 13 "Cement (5%)" and No. 14 "Cement treatment (Exisitng Base Material)(6")". Supporting cost documentaton is attached.

CHANGE IN CONTRACT PRICE

Original Contract Price: $1,307,196.57

Net Change From Previous Change Orders: $168,377.43
Contract Price Prior To This Change Order: $1,475,574.00
Net Increase/Decrease Of This Change Order: $98,158.50
Contract Price With All Approved Change Orders: $1,573,732.50

CHANGE IN CONTRACT TIME

Original Contract Time: 243 Days

Net Change From Previous Change Orders: 0 Days
Contract Time Prior To This Change Order: 243 Days
Net Increase/Decrease Of This Change Order: 0 Days
Contract Time With All Approved Change Orders: 243 Days

RECOMMENDED:

By: _____ Date: 7-18-2025
Engineer (Consultant)

By: _____ Date: 8-7-2025
Engineer (County Engineer)

APPROVED:
County Of Galveston

By: _____ Date: _____
Mark Henry, County Judge

Attest: _____
Dwight Sullivan, County Clerk

ACCEPTED:
Contractor

By: _____ Date: 7-18-2025
Craig & Heidt, Inc. (Authorized Signature)

JOE CRAIG
Printed Name

GALVESTON COUNTY ENGINEERING DEPARTMENT

Change Order No. __2__
Texas City Hurricane Levee Roadway Rehabilitation

					ORIGINAL + PREVIOUSLY REVISED		NEW			
Pay Item No.	Spec Item No.	DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	ITEM COST	QUANTITY	Proposed Unit Cost	ITEM COST	OVERRUN/UNDERRUN
CO2-1 13	0275	Cement (5%)	Ton	$0.00	0.00	$0.00	107.00	$225.00	$24,075.00	$24,075.00
CO2-2 14	0275	Cement Treatment (Existing Base Material)(6")	SY	$0.00	0.00	$0.00	7,335.00	$10.10	$74,083.50	$74,083.50
		TOTAL								$98,158.50

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*28.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of approval of an interlocal agreement to partially fund improvements to city streets within the city limits of Kemah, Texas submitted by Engineering

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	8/21/25 3:50 pm
2	Dianna Martinez	Approve	8/22/25 3:24 pm

The State of Texas	§
	§
County of Galveston	§

Interlocal Agreement to Partially Fund Improvements to City Streets within the City Limits of Kemah, Texas

This Agreement is entered into pursuant to Chapter 791, Texas Government Code, and Transportation Code §251.012. It is by and between the **County of Galveston** and the **City of Kemah,** both of which are political subdivisions of the State of Texas.

A. Preamble

The Parties agree:

The County allocated $1,655,000.00 in road funds to be used as the County's share for road improvements in the City of Kemah.

B. Project

The City has selected 3rd,4th, and 5th Streets, Harris Avenue, Hanson Road, and South Kemah Drive Road Projects.

The 3rd, 4th, 5th Streets & Harris Avenue Road Improvements will replace the existing asphalt pavement with new concrete pavement. 3rd, 4th, & 5th Streets pavement replacement is between SH 146 and Texas Avenue and will include replacement of street parking within the right-of-way for nearby businesses. Harris Avenue pavement replacement is between 8th Street and 9th Street in front of the Courtyard Hotel. No drainage will be replaced; however, the new pavement will utilize existing drainage inlets and features.

The Hanson Road Improvements include approximately 820 LF of replacement of asphalt pavement with new 18-ft wide concrete pavement to match recently constructed concrete road stub outs at Dror Ln and FM 518. The work also includes drainage improvements as necessary for the construction of the new road.

The South Kemah Drive Improvements include approximately 1,555 LF widening of existing asphalt pavement to 24-ft concrete pavement and drainage. The pavement will tie into recently constructed Kemah Drive to the east and Andres Ln to the west. Additional right-of-way will be required, but is anticipated to be acquired by the City from an undeveloped lot south of the existing road. The work also includes driveway and culvert replacement along the north side of the roadway.

C. City Approval

As required by the **Texas Transportation Code §251.012,** the City gives its approval to the County to finance the Project up to the limits established herein.

D. Payment

The County will finance the project without any City funds up to $1,655,000.00. The City will be solely responsible for providing funding for all additional project costs, if any, over $1,655,000.00.

After the project has been designed and bids have been received, the County will notify the City of the bids and provide them a copy. Should the project cost exceed $1,655,000.00, the City will provide the County with the City's portion of the project costs within 21 days of notification. Upon receipt of the City's share of the costs, the County will award the construction contract and proceed with construction. Should any change orders be necessary during construction that exceed the County's agreed share, the County will notify the City of the cost and reason for the change order, and the City will provide payment to the County within 21 days of notification.

E. Duties

1. The County will:

    a. Design, construct, and manage the project per the City's requirements.
    b. Furnish the City with a set of plans and specifications.
    c. Transfer any and all warranties to the City.
    d. Resolve any disputes with contractor(s).
    e. Inform the City of any additional right-of-way required.

2. The City will:

    a. Deal with local citizen issues and questions during design and construction.
    b. Provide any necessary right-of-way.
    c. Provide construction requirements during the design phase of the project.
    d. After completion of the Project, be responsible for such maintenance and upkeep as is required to keep the Project properly functioning.
    e. Assist in utility relocations and provide funding for such relocations.

F. Completion of Project

Upon completion and acceptance of this Project the County's responsibility under this Agreement ends.

G. General Provisions:

1. Anything in this Agreement to the contrary notwithstanding, in no event shall any provision of this Agreement be construed to impose, create or increase any liability to any third party whatsoever; and in no manner shall this Agreement be construed to operate for

the benefit of any third party.

2. This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreement between the parties representing the subject matter within.
3. Each party represents that it has full authorization to enter into this Agreement as required by law.
4. The parties agree to pay any payments made pursuant to this Agreement from current revenues.
5. This Agreement may be executed in multiple originals.
6. In case any one or more of the provisions contained in the Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such fact shall not affect any other provision thereof, and this Agreement shall be construed as if the stricken provision had never been contained herein.
7. Each party to this Agreement agrees that in any legal action brought hereunder, venue shall lie in Galveston County, Texas. The validity of this Agreement and of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas.
8. It is expressly understood and agreed that under this Agreement, neither party waives, nor shall be deemed to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

Executed this _____ day of _____, 2025.

County of Galveston

By: _____
Mark Henry
County Judge

Attest:

_____
Dwight Sullivan
County Clerk

Executed this 16 **day of** July **, 2025.**

City of Kemah

By: _____
Robin Collins
Mayor

Attest: _____
Natasha Hinton
City Secretary

CITY OF KEMAH TEXAS OFFICIAL SEAL

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*29.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Consideration of approval of interlocal agreement to partially fund Improvements to City Streets within the City Limits of Hitchcock, Texas submitted by Engineering

Approval History

Seq #	Approver	Action	Action Date
1	Veronica Van Horn	Approve	8/18/25 4:05 pm
2	Dianna Martinez	Approve	8/19/25 11:07 am

The State of Texas §

§

County of Galveston §

Interlocal Agreement to Partially Fund Improvements to City Streets within the City Limits of Hitchcock, Texas

This Agreement is entered into pursuant to Chapter 791, Texas Government Code, and Transportation Code §251.012. It is by and between the **County of Galveston**, hereinafter referred to as the "County," and the **City of Hitchcock,** a home-rule municipality, hereinafter referred to as the "City," both of which are political subdivisions of the State of Texas.

A. Preamble

The Parties agree:

The County allocated $1,750,000.00 in road funds to be used as the County's share for road improvements in the City.

B. Project

The City has selected the Prairie Street project.

The Prairie Street Improvements include approximately 3,400 LF replacement of existing asphalt pavement with 24-ft wide asphalt pavement from Delaney Road to end of road east of Jackson Road, including driveways, culverts, and roadside ditch cleaning and regrading. Coordination with GCDD#2 and property owner to the east will be necessary for drainage out fall from roadside ditches.

C. City Approval

- As required by the **Texas Transportation Code §251.012,** the City gives its approval to the County to finance the Project up to the limits established herein.

D. Payment

The County will finance the project without any City funds up to $1,750,000.00. The City will be solely responsible for providing funding for all additional project costs, if any, over $1,750,000.00.

After the project has been designed and bids have been received, the County will notify the City of the bids and provide them a copy. Should the project cost exceed $1,750,000.00, the City will provide the County with the City's portion of the project costs within 21 days of

notification. Upon receipt of the City's share of the costs, the County will award the construction contract and proceed with construction. Should any change orders be necessary during construction that exceed the County's agreed share, the County will notify the City of the cost and reason for the change order, and the City will provide payment to the County within 21 days of notification.

E. Duties

1. The County will:

   a. Design, construct, and manage the project per the City's requirements.
   b. Furnish the City with a set of plans and specifications.
   c. Transfer any and all warranties to the City.
   d. Resolve any disputes with contractor(s).
   e. Inform the City of any additional right-of-way required.

2. The City will:

   a. Deal with local citizen issues and questions during design and construction.
   b. Provide any necessary right-of-way.
   c. Provide construction requirements during the design phase of the project.
   d. After completion of the Project, be responsible for such maintenance and upkeep as is required to keep the Project properly functioning.
   e. Assist in utility relocations and provide funding for such relocations.

F. Completion of Project

Upon completion and acceptance of this Project, the County's responsibility under this Agreement ends.

G. General Provisions:

1. Anything in this Agreement to the contrary notwithstanding, in no event shall any provision of this Agreement be construed to impose, create, or increase any liability to any third party whatsoever; and in no manner shall this Agreement be construed to operate for the benefit of any third party.
2. This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreement between the parties representing the subject matter within.
3. Each party represents that it has full authorization to enter into this Agreement as required by law.
4. The parties agree to pay any payments made pursuant to this Agreement from current revenues.
5. This Agreement may be executed in multiple originals.
6. In case any one or more of the provisions contained in the Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such fact shall not affect any other provision thereof, and this Agreement shall be construed as if the stricken provision had

never been contained herein.

7. Each party to this Agreement agrees that in any legal action brought hereunder, venue shall lie in Galveston County, Texas. The validity of this Agreement and of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas.
8. It is expressly understood and agreed that under this Agreement, neither party waives, nor shall be deemed to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

Executed this _____ day of _____ 2025.

County of Galveston

By: _____
Mark Henry
County Judge

Attest:

_____
Dwight Sullivan
County Clerk

Executed this on the 4th day of August 2025.

City of Hitchcock

By: Marie Gelles
Marie Gelles, City Manager
City of Hitchcock

Attest:
Debbie C. Nesbitt
Debbie C. Nesbitt, City Secretary
City of Hitchcock

PROJECT NAME: PRAIRIE STREET
CITY: HITCHCOCK
FACILITY: STREET

DESCRIPTION: DELANEY ROAD TO END

COST BY FISCAL YEAR							
Project Cost	Prior Funding	FY25	FY26	FY27	FY28	FY29+	TOTAL
Engineering/Planning		$ 480,518					$ 480,518
Land/Easements Acq.		TBD					$ -
Construction		$ 1,922,072					$ 1,922,072
Total Cost	$ -	$ 2,402,590	$ -	$ -	$ -	$ -	$ 2,402,590

Opinion of Probable Construction Cost Estimate

Description	Unit	Quantity	Unit Price	Total Cost
Remove and Dispose of Existing Pavement and Base (All Depths), Includes all Saw-Cutting Required, Includes Haul-Off and Disposal	SY	9,127	$ 10.00	$ 91,270.00
Remove and Dispose Off-Site Existing Storm Sewer Pipe (All Sizes)	LF	1,220	$ 25.00	$ 30,500.00
6-Inch Manipulation of Lime Stabilized Subgrade	SY	9,127	$ 6.00	$ 54,762.00
Hydrated Lime (Type B, 7% Lime by Dry Weight of Soil)	TON	173	$ 300.00	$ 51,900.00
8-Inch Black Base (Type B)	TON	5,572	$ 125.00	$ 696,500.00
2-Inch HMAC Surface Course (Type D)	TON	993	$ 175.00	$ 173,775.00
6-Inch Reinforced Concrete Driveways, Including 6" Cement Stabilized Sand Base, Complete in Place	SY	1,360	$ 100.00	$ 136,000.00
2-Inch Asphalt Pavement for Asphalt Transitions, Complete in Place	TON	18	$ 250.00	$ 4,500.00
24-Inch Reinforced Concrete Pipe, Complete in Place	LF	1,220	$ 150.00	$ 183,000.00
Roadside Ditch Cleaning and Regrading, Complete in Place	LF	5,631	$ 10.00	$ 56,310.00
			Project Contingencies (30%)	$ 443,555.10
			Construction Total	$ 1,922,072.10

COMMENTS:



VICINITY MAP

PROJECT NAME: PRAIRIE STREET

LIMITS: DELANY ROAD TO END

CITY: HITCHCOCK

PRECINCT: 2

DESCRIPTION:
PAVEMENT & DRAINAGE IMPROVEMENTS

2025 COUNTY BOND ALLOCATION:
ROAD & BRIDGE

ENGINEER'S ESTIMATE: $TBD

PROJECT CONSTRAINTS:
- REQUIRES ADDITIONAL ROW AQUISITION

Legend

1:5,000
Date: 3/13/2025

0 205 410 820 Feet

GALVESTON COUNTY
2025 MOBILITY BOND PROGRAM

THE STATE OF TEXAS
COUNTY OF GALVESTON

Source: \\cobtan.com\Fileserver\Projects\2024\112051_Galveston_County\01_Galveston_County_Program_Management\300_DEPT_DOCS\312_Muni\Hitchcock\GALVESTON COUNTY 2025(new).aprx


Prairie St


Prairie St

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*30.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Request for waiver or refund of penalty and interest due to clerical errors as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 2:54 pm

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

August 8, 2025

The Honorable Mark Henry
Galveston County Judge
722 Moody Ave
Galveston, Texas 77550

RE: Request for Waiver or Refund of Penalty and Interest Due to Clerical Errors as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met on May 14, 2025, and based on a review of all available information, request approval of waivers or refunds listed below due to clerical errors on the part of the Tax Office, agent of the Tax Office or Galveston Central Appraisal District as provided by Section 33.011 of the Texas Property Tax Code. Signed copies of the Committee Findings and Recommendation are included for your convenience.

Account Number	Property Owner	Tax Year	Amount of Waiver or Refund
287623	Farm2Beach LLC	2024	$2,206.99 (W)
108555	Rutty, Alyssa	2024	$364.83 (R)
107948	Osina Rentals LLC	2024	$149.96 (R)
181958	Tholcken, Edward	2024	$14.76 (R)
421244	Tholcken, Edward	2024	$31.99 (R)
164819	Davidson, Gilbert & Mieko	2024	$496.69 (R)
744914	Obioma, Breanna	2024	$104.99 (W)

Sincerely,

Cheryl E. Johnson, PCC, CTOP
By: Tristan Bell

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Farm2Beach LLC

Account #(s): 287623

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: Incorrect address entered by GCAD

Reviewers:

Cheryl E. John
County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Rutty Alyssa

Account #(s): 108555

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTC or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Osina Rentals LLC

Account #(s): 107948

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Tholcken Edward & Dawn

Account #(s): 181958, 421244

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Beck
Chief Deputy Property Tax & Support Services

Mark C Ciavaglia
Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
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Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Davidson Gilbert & Mieko

Account #(s): 164819

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided) Mortgage Co.*

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other:

* Mortgage Company errors covered by Section 33.011(k).

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Beck
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
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Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Obioma Breanna

Account #(s): 744914

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided) bank error

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*31.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Request for waiver or refund of penalty and interest due to clerical errors by the USPS as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 3:33 pm

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

August 19, 2025

Honorable Mark Henry
Galveston County Judge
722 Moody
Galveston, Texas 77550

RE: Request for Waiver or Refund of Penalty and Interest Due to Clerical Errors by the USPS as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met July 31, 2025, and based on a review of all available information, request approval of waivers or refunds listed below due to an error on the part of the USPS as provided by §33.011(j). All appropriate documents are included.

Account	Property Owner	Tax Year	Amount of Waiver or Refund
127855	Harris-Mills Properties LLC	2024	$2,317.80 (W)
143933	Mixon, Matthew Joseph	2024	$4,144.76 (W)
420504	Rodriguez, German	2024	$ 896.45 (W)

Sincerely,

J. Beck

Cheryl E. Johnson, PCC, CTOP
By: Tristan Beck

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): HARRIS-MILLS PROPERTIES LLC

Account #(s): 127855

Date Considered: 7/31/2025 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: Although customer provided inadequate info, Chief Deputy confirmed other tax office payment was timely and sent same day.

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Mixon Matthew Joseph

Account #(s): 143933

Date Considered: 7/31/25 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: Possible inaccurate info provided to customer.

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Beck
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Rodriguez German & Aurora

Account #(s): 420504

Date Considered: 7/31/25 Tax Year in Question: 2024

Recommendation: [✓] Grant Waiver [ ] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[✓] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: Difference in account resulted in refund being issued in error.

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Cavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*32.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Request for ratification of denial of request for waiver or refund of penalty and interest as recommended by Penalty & Interest Review Committee submitted by the Tax Assessor/Collector

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 3:05 pm

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

May 12, 2025

The Honorable Mark Henry
Galveston County Judge
722 Moody Ave
Galveston, Texas 77550

RE: Request for Ratification of Denial of Requests for Waiver or Refund of Penalty and Interest as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met on February 17, 2025 and based on a review of all available information, denied the following requests for waiver or refund of penalty and interest. In conformance with the established Tax Office policy, we notified each property owner. Those listed below have not responded within the 21 days required in order to request your reconsideration. I have included for your information, a copy of the Committee Findings and Recommendation.

Therefore, I hereby request that Commissioners Court ratify the decision of the Penalty & Interest Review Committee and deny the following requests:

Account Number	Property Owner	Tax Year	Amount of Waiver or Refund
711660	NOW Dental	2016	$1,027.49 (W)
711660	NOW Dental	2021	$55.79 (W)
711660	NOW Dental	2022	$363.43 (W)
746154	Flip Flop Paradise LLC	2023	$65.28 (W)
722556	Nhat Phuong Minh LLC	2023	$1,321.32 (W)

Sincerely,

J. Beck

Cheryl E. Johnson, PCC, CTOP
By: Tristan Beck

Office of Galveston County
Assessor & Collector
Property Tax Department
Post Office Box 1169, Galveston, Texas 77553
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): NOW DENTAL

Account #(s): 711660

Date Considered: 2-17-2025 Tax Year in Question: 2016,2021,2022

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver

[✓] Other: Request is outside of legally permitted time frame for consideration of waiver. Company should provide lease agreement to County delinquent law firm for determination of liability.

Reviewers:

Cheryl E. Tabor
County Tax Assessor Collector

J. Bell
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

Office of Galveston County
Assessor & Collector
Property Tax Department
Post Office Box 1169, Galveston, Texas 77553
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): FLIP FLOP PARADISE LLCM

Account #(s): 746154

Date Considered: 2/17/25 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

Office of Galveston County
Assessor & Collector
Property Tax Department
Post Office Box 1169, Galveston, Texas 77553
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): NHAT PHUONG MINH LLC

Account #(s): 722556

Date Considered: 2-17-2025 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Cavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

July 21, 2025

The Honorable Mark Henry
Galveston County Judge
722 Moody Ave
Galveston, Texas 77550

RE: Request for Ratification of Denial of Requests for Waiver or Refund of Penalty and Interest as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met on January 13, 2025 and based on a review of all available information, denied the following requests for waiver or refund of penalty and interest. In conformance with the established Tax Office policy, we notified each property owner. Those listed below have not responded within the 21 days required in order to request your reconsideration. I have included for your information, a copy of the Committee Findings and Recommendation.

Therefore, I hereby request that Commissioners Court ratify the decision of the Penalty & Interest Review Committee and deny the following requests:

Account Number	Property Owner	Tax Year	Amount of Waiver or Refund
117544	Root, Brian & Emily	2023	$4,951.93 (W)

Sincerely,

Cheryl E. Johnson, PCC, CTOP
By: Tristan Bell

cc ratify , 44

Office of Galveston County Assessor & Collector

Property Tax Department

Post Office Box 1169, Galveston, Texas 77553
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Brian & Emily Root

Account #(s): 117544

Date Considered: 1/13/2025 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[ ] No Provisions provided by the Texas Property Tax Code to grant waiver

[✓] Other: Unless owner can provide Check after #1006 with timely (before July 2) processing, no provisions for late mailing. Inadequate evidence to meet requirement of error on part of USPS.

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Bell
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

August 7, 2025

The Honorable Mark Henry
Galveston County Judge
722 Moody Ave
Galveston, Texas 77550

RE: Request for Ratification of Denial of Requests for Waiver or Refund of Penalty and Interest as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met on May 14, 2025 and based on a review of all available information, denied the following requests for waiver or refund of penalty and interest. In conformance with the established Tax Office policy, we notified each property owner. Those listed below have not responded within the 21 days required in order to request your reconsideration. I have included for your information, a copy of the Committee Findings and Recommendation.

Therefore, I hereby request that Commissioners Court ratify the decision of the Penalty & Interest Review Committee and deny the following requests:

Account Number	Property Owner	Tax Year	Amount of Waiver or Refund
114523	Vander Leest, John	2024	$76.00 (W)
114592	Vander Leest, John	2024	$56.57 (W)
118537	Newkirk, Darlene	2024	$284.05 (R)
124853	Emanuel, Mark & Christine	2024	$594.17 (R)
164149	Govea, Araceli	2023	$831.59 (R)
164149	Govea, Araceli	2023	$276.24 (W)
437158	Boyles, Thomas & Bethany	2024	$545.43 (W)

Sincerely,

J. Beck

Cheryl E. Johnson, PCC, CTOP
By: Tristan Belk

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Vander Leest John

Account #(s): 114523, 114592

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [ ] Grant Waiver [x] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[x] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[x] Other: Customer did not provide adequate proof of system error. No other errors reported for that date.

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Newkirk Darlene

Account #(s): 118537

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Emanuel Mark & Christine

Account #(s): 124853

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Govea Araceli

Account #(s): 164149

Date Considered: 5/14/2025 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Office of Galveston County
Assessor & Collector
Property Tax Department
722 Moody, Galveston, Texas 77550
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Boyles Thomas E & Bethany K Jones Boyles

Account #(s): 437158

Date Considered: 5/14/2025 Tax Year in Question: 2024

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver (including hardship)

[ ] Address of property was provided on deed and captured by CAD thus no provisions for customer error

[ ] Error made by customer when making online payment; no provisions

[ ] Other: _____

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Bell
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-06-2022

Cheryl E. Johnson, PCC, CTOP
Assessor and Collector of Taxes
County of Galveston
722 Moody Avenue, Galveston, Texas 77550
Toll Free (877) 766-2284 Fax: (409) 766-2479
Email: galcotax@co.galveston.tx.us

August 6, 2025

The Honorable Mark Henry
Galveston County Judge
722 Moody Ave
Galveston, Texas 77550

RE: Request for Ratification of Denial of Requests for Waiver or Refund of Penalty and Interest as Recommended by Penalty & Interest Review Committee

Dear Judge Henry:

The Penalty & Interest Review Committee met on September 10, 2024 and based on a review of all available information, denied the following requests for waiver or refund of penalty and interest. In conformance with the established Tax Office policy, we notified each property owner. Those listed below have not responded within the 21 days required in order to request your reconsideration. I have included for your information, a copy of the Committee Findings and Recommendation.

Therefore, I hereby request that Commissioners Court ratify the decision of the Penalty & Interest Review Committee and deny the following requests:

Account Number	Property Owner	Tax Year	Amount of Waiver or Refund
153172	Manaslu Heemal Inv #2 LLC	2023	$859.14 (R)
153172	Manaslu Heemal Inv #2 LLC	2020	$7.70 (R)
153172	Manaslu Heemal Inv #2 LLC	2019	$148.12 (R)
153172	Manaslu Heemal Inv #2 LLC	2018	$99.16 (R)
127378	Vardilos, Gregory & Irene	2023	$731.78 (W)
301841	Shesha LLC	2023	$863.40 (W)
507297	Shesha LLC	2023	$104.89 (W)
432154	Shesha LLC	2023	$79.43 (W)

Sincerely,

J. Beck

Cheryl E. Johnson, PCC, CTOP
By: Tristan Beck

Office of Galveston County
Assessor & Collector
Property Tax Department
Post Office Box 1169, Galveston, Texas 77553
Telephone (409) 766-2481 ✪ Fax (409) 766-2479
Email: galcotax@co.galveston.tx.us

Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): MANASLU HEEMAL INVESTMENT #2 LLC

Account #(s): 153172

Date Considered: 9/10/24 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [x] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[x] No Provisions provided by the Texas Property Tax Code to grant waiver

[ ] Other: Responsibility of title company to make property owner whole on its failure to pay timely.

Reviewers:

Cheryl E. Johnson
County Tax Assessor Collector

J. Beth
Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

Office of Galveston County
Assessor & Collector
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Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Gregory Vardilos & Irene Lopez-Gamundi

Account #(s): 127378

Date Considered: 9/10/24 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver

[ ] Other: _____

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Ciavaglia, Linebarger, et al

PT 30 Findings and Recommendation Revised 05-28-2021

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Penalty & Interest Review Committee
Findings and Recommendation

Owner Name(s): Shesha LLC

Account #(s): 301841, 507297, 432154

Date Considered: 9/10/24 Tax Year in Question: 2023

Recommendation: [ ] Grant Waiver [✓] Deny Waiver [ ] Deny due to failure to respond

Basis for Recommendation:

[ ] Error on part of CAD, GCTO or USPS (proper documentation provided)

[✓] No Provisions provided by the Texas Property Tax Code to grant waiver

[✓] Other: If Custom can provide Affidavit and banking information proving Family mailing, Case will be Reconsidered.

Reviewers:

County Tax Assessor Collector

Chief Deputy Property Tax & Support Services

Mark Cavaglia, Linebarger, et al

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*33.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Contract Approval Request Form

To Be Completed by Requesting Department (#1-21)

1) **Date of Request:** 8/13/2025
2) **Contract Type:** Expense
3) **Renewal Contract:** Yes
4) **Department Name: Professional Services**
5) **Department Contact: Diana Huallpa**
6) **Description: Partial costs of the Child Advocacy Center in the performance of its duties to assist children**

7) **PEID No: 409165**
8) **Req No:**
9) **Orgkey: 1206443300**
10) **Object Code: 5481000**
11) **Vendor: Advocacy Center for Children of Galveston County**
12) **Vendor Contract No:**

Expenditure Budget/Revenue Projections

13) **Fund Name: Child Welfare Fund**
14) **Fund #: 1206**
15) **Current Year Budgeted: 13,000**
16) **Current Year Projected: 13,000**
17) **Year 2:**
18) **Year 3:**
19) **Year 4:**
20) **Year 5:**
21) **Totals: 13,000**

To Be Completed by Purchasing Department

22) **Contract Start Date:** 10/1/2025
23) **Auto Renewal Contract:** No
24) **Bid No: N/A**
25) **Contract End Date:** 9/30/2026
26) **Contract # Issued by Purchasing Department: 232788**

NOTES: HB1295 to be requested

Approval History

Seq #	Approver	Action	Action Date
1	Diana Huallpa	Escalated	8/15/25 5:18 pm
2	Christian Monterrubio	Approve	8/18/25 3:10 pm
3	Melissa Fleming	Approve	8/18/25 3:52 pm
4	Veronica Van Horn	Approve	8/18/25 4:02 pm
5	Diana Huallpa	Approve	8/18/25 4:42 pm
6	Sergio Cruz	Approve	8/18/25 7:06 pm
7	Veronica Van Horn	Approve	8/20/25 5:30 pm

Budget vs Actual by Cost Center

Organization: Cost Center: 443300 Child Welfare
Company: The County of Galveston
Ledger: Actuals
Plan Structure: Annual Budget Detail
Period: FY2025 - Aug
Expense Accounts / Summary: 5481000:Miscellaneous Contract Services
Translation Currency: USD
Account Translation Rule Set: Galveston Account Translation Rule Set

Cost Center	Budget YTD	Actuals YTD	YTD Variance	Budget Used %
443300 Child Welfare	60,000	0	60,000	0.0%

Child Advocacy Project Contract
Between
The Galveston County Children's Service Board
And
Advocacy Center for Children of Galveston County

The Galveston County Children's Services Board, a county child welfare board established under §264.005 of the Texas Family Code and the Advocacy Center for Children of Galveston County, a children's advocacy center established under Chapter 264 Subchapter E of the Texas Family Code desire to develop a team approach to investigating child abuse/neglect and reducing, to the greatest extent possible, the number of interviews required of a victim of child abuse/neglect. Accordingly, the parties mutually agree as follows:

I
Term of Contract

The term of this contract begins effective October 1, 2025, and ends on September 30, 2026.

II
Purpose of Contract

The purpose of this contract is to provide partial administrative cost reimbursement of salary and benefits, to help assist the Advocacy Center in the performance of its duties. These duties relate to intervening in cases of suspected child abuse/neglect and to coordinating the various governmental entities that may be involved in investigating or prosecuting a child abuse/neglect case. Specifically, the Children's Advocacy Center, on an ongoing basis:

1) Assesses victims of child abuse/neglect and their families to determine their need for services relating to the investigation of child abuse/neglect:
2) Provides services determined to be needed under subdivision (1);
3) Provides a facility at which a multidisciplinary team appointed under §264.406 of the Texas Family Code can meet to facilitate the efficient and appropriate disposition of child abuse/neglect cases through the civil and criminal justice systems; and
4) Coordinates the activities of governmental entities relating to child abuse/neglect investigations and delivery of services to child abuse/neglect victims and their families.

III
Maximum Amount of Expenditure

The maximum expenditure amount to be made by the Children's Services Board under this Contract will not exceed $13,000.00. Requests for payment will be made monthly by the 7th day following the last day of the month in which the expenditures were made.

Administrative Expenses: The requests will be on an administrative cost reimbursement basis, documented by a report of actual administrative expenditures.

Rainbow Room: The requests will be on costs for portable cribs, car seats, children's beds/mattresses & hygiene/lice treatment supplies for the Rainbow Room.

The Children's Services Board will pay each invoice that has been submitted within 45 days of receipt of a request for payment. Payment of questionable invoices may be withheld until the parties mutually resolve the question.

IV
Breakdown of Expenditure

The breakdown of expenditures is as follows:	Not to Exceed
Rainbow Room Items	$3,000.00
Executive Director & Outreach	(Salary) $5,000.00
Rainbow Room Coordinator	(Salary) $5,000.00
	$13,000.00

V
Termination for Lack of Funding

The funding of this Contract is wholly dependent upon Galveston County. If, for any reason, or no reason, such funding is not forthcoming in whole, this contract will be immediately terminated with no penalty to either party. If partial funding is forthcoming, the parties will jointly determine how such funds will be utilized.

VI
Early Termination

This Contract may be cancelled by mutual consent. This contract may be cancelled by either party for any reason, or no reason, upon 30 days' prior written notice being given by the party desiring to cancel to the other party. In addition, this Contract may be immediately cancelled upon the failure of the Advocacy Center to provide the services set forth in Section II.

VII
Inspection of Records

Advocacy Center shall maintain the necessary financial records to support the expenditure of the funds paid by the Galveston County Children's Services Board. The Galveston County Auditor's Office on behalf of the Board shall have a right to audit these records for up to three years after the close of the County's fiscal year end (September 30). The County Auditor shall examine these records at Advocacy Center's primary business location or any other location in the County that is more convenient for Advocacy Center. Advocacy Center shall promptly (within 90 days of receipt

of any audit report from the County) respond to any discrepancies noted by the County. Access to such records will be permitted during normal business hours of 8:00 a.m.-5:00 p.m.

VIII
Policies

Advocacy Center will adhere to all regulations, policies and procedures prescribed by the Texas Department of Protective and Regulatory Services and The Children's Services Board that relate to the services being provided herein. In the event of a conflict in policies between The Children's Services Board and the State, State regulations will control. Furthermore, the Advocacy Center agrees that by entering into this agreement, it will abide by the requirements in the attached Appendix A-Galveston County Title VI Assurance Clause Addendum.

XIX
Evaluation

The parties will periodically engage in a joint evaluation of Advocacy Center's programs to help ensure that the needs of victims of child abuse/neglect are being adequately served.

XX
Notice

Advocacy Center will immediately notify The Children's Services Board in the event of any significant changes affecting the Advocacy Center and its identity, such as name change, change in governing board membership or pertinent staff changes. Any notice required or permitted between the parties under this contract must be in writing and shall be delivered in person or mailed, certified mail, return receipt requested, or may be transmitted by fax as follows:

To The Children's Services Board at:
Galveston County Children's Services Board
Charity Eames, Chair
722 Moody, 3rd Floor Galveston, TX 77550

With a copy to:
County Judge, Mark Henry
Galveston County
722 Moody, 2nd Floor
Galveston, TX 77550
mark.henry@co.galveston.tx.us

And to Advocacy Center at:
Carmen Crabtree, Executive Director
Advocacy Center for Children of Galveston County
5710 Ave S1/2
Galveston, TX 77551
carmen@galvestoncac.org

XXI
Independent Relationship

None of the provisions of this contract are intended to create, nor may be deemed to create, any relationship between the parties other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of this contract. In the performance of work, duties, and obligations, under this contract, Advocacy Center is at all times acting and performing as an independent contractor with complete control over the means, manner, and method by which services are rendered. Nothing in this contract shall create any employer/employee or agency relationship between the parties to this contract.

XXII
Confidentiality

Except to competent authorities, Advocacy Center agrees not to reveal or disclose any information relating to any case in which services are provided under this contract.

XXIII
Advertising and Solicitation

Advocacy Center may not use the award of this contract or performances of services under this contract as an advertisement or otherwise for the purpose of soliciting or obtaining business from other sources. Advocacy Center may not include any information relating to this contract in business cards, pins, labels, patches, or any other manner that could be construed as advertising, solicitation, or as an official extension of The Children's Services Board.

XXIV
Assignment

Advocacy Center may not assign, sell, or otherwise transfer this contract without written permission of The Children's Services Board.

XXV
Entirety of Agreement and Modification

This contract contains the entire agreement between the parties relating to their rights and obligations under this contract. A prior agreement, promise, negotiation, or representation not expressly set forth in this contract has no force or effect. A subsequent modification to this contract must be in writing, signed by the party to be charged and expressly authorized by the governing body of the party. An official representative, employee, or agent of The Children's Service Board does not have authority to modify or amend this contract except pursuant to specific authority to do so granted by The Children's Services Board acting as a body.

XXVI
Severability; Conformity with Legal Limitations

If a provision contained in this contract is held invalid for any reason, the invalidity does not affect other provisions of the contract that can be given effect without the invalid provision, and to this end the provisions of this contract are severable.

If any current or future legal limitations affect the validity or enforceability of a provision of this contract, then the legal limitations are made a part of this contract and shall operate to amend this contract to the minimum extent necessary to bring this contract into conformity with the requirements of the limitations, and so modified, this contract shall continue in full force and effect.

XXVII
Governing Law: Venue

This contract shall be governed by the laws of the State of Texas. Venue for an action arising under this contract shall be exclusively in Galveston County.

XXVIII
Benefit

This contract is intended to inure only to the benefit of the parties. This contract is not intended to create, nor shall be deemed or construed to create, any rights in third parties.

XXIX
General Provisions

Except as provided otherwise, words shall be given their ordinary meaning. If a word is connected and used with reference to a particular trade or subject matter or is used as a word of art, the word shall have the meaning given by experts in the particular trade, subject matter, or art.

Words in the present or past tense include the future tense. The singular includes the plural and the plural includes the singular unless expressly provided otherwise. Words of one gender include the other genders.

The headings at the beginning of the various provisions of this contract have been included only in order to make it easier to locate the subject covered by each provision and are not to be used in construing this contract.

For faithful performance of the terms of this agreement, the parties hereto in their capacities as state, affix their signatures and do bind themselves effective October 1, 2025.

Galveston County Children
Services Board

Advocacy Center for Children
of Galveston County

Charity Eames
Chair

Carmen Crabtree
Executive Director

Executed this _____ day of _____ 2025.

Galveston County

Attest:

Mark Henry
County Judge

Dwight D. Sullivan
County Clerk

Galveston County Title VI Assurance Clause Addendum

Galveston County is committed to ensuring that no person, on the ground of race, color, national origin, religion, sex, age, disability or Veteran status, shall be subjected to discrimination, excluded from participation, or denied the benefits of, its programs and activities.

In accordance with this policy, it requires its service providers and contractors, to agree that during the performance of this contract, the service provider or contractor, for itself, its assignees and successors will abide by the following:

Compliance with Non-Discrimination Laws and Regulations

During the performance of this contract, contractor, for itself, its assignees and successors in interest (hereinafter referred to as "contractor") agrees as follows:

(1) **Compliance with Regulations**. The contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are incorporated herein by reference and made a part of this contract.

(2) **Nondiscrimination**. The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, religion, sex, age, disability or Veteran status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) **Solicitations for Subcontractors, Including Procurement of Materials and Equipment**. In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, religion, sex, age, disability or Veteran status.

(4) **Information and Reports**. The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the Galveston County or the Texas Department of Transportation to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to Galveston County or the Texas Department of Transportation as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) **Sanctions for Noncompliance**. In the event of the contractor's noncompliance with the

nondiscrimination provisions of this contract, Galveston County shall impose such contract sanctions as it or the Texas Department of Transportation may determine to be appropriate, including, but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies, and/or
(b) cancellation, termination, or suspension of the contract, in whole or in part.

(6) **Incorporation of Provisions**. The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as Galveston County or the Texas Department of Transportation may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request Galveston County to enter into such litigation to protect the interests of Galveston County, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*34.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Receive and file grant adjustment for the FY 2025 Operation Lone Star grant from the Office of the Governor's Homeland Security Division to add program equipment as submitted by Professional Services

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/19/25 11:19 am

Agency Name: Galveston County
Grant/App: 4371203 Start **Date:** 9/1/2024 End **Date:** 8/31/2025

Project Title: Operation Lone Star - FY2025
Status: Active Grant

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - ARTURO ESPINOSA (TCOLE PID #329891) - Total Annual Compensation: $101,864.62; Annual Salary: $83,944.90; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $5,200.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - BLAKE PATTON (TCOLE PID #341211) - Total Annual Compensation: $89,366; Annual Salary: $73,645; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $1,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - BRIAN GATELY (TCOLE PID #40913) - Total Annual Compensation: $89,366; Annual Salary: $73,645; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $5,300.00

• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - CHAD SIMMONS (TCOLE PID #41728) - Total Annual Compensation: $44,683.00; Annual Salary: $36,822.50; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $13,500.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - DANIEL SENDEJAS (TCOLE PID #73956) - Total Annual Compensation: $89,366.00; Annual Salary: $73,645.00; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $3,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - EUSEBIO ALVAREZ (TCOLE PID #464400) - Total Annual Compensation: $83,116.53; Annual Salary: $68,494.92; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $3,750.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - FRED DENNIS (TCOLE PID #64360) - Total Annual Compensation: $2,126.17; Annual Salary: $1,752.14; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $12,500.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - JASON WALKER (TCOLE PID #412259) - Total Annual	• $9,750.00

		Compensation: $86,241.26; Annual Salary: $71,069.96; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - JUSTIN STATON (TCOLE PID #387768) - Total Annual Compensation: $89,366.00; Annual Salary: $73,645.00; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $14,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - KEVIN LAGATELLA (TCOLE PID #332090) - Total Annual Compensation: $89,366.00; Annual Salary: $73,645.00; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $6,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - THOMAS MAFFEI (TCOLE PID #335866) - Total Annual Compensation: $108,114.09; Annual Salary: $89,094.98; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $3,300.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - ANDREW MEJIA (TCOLE PID #360130) - Total Annual Compensation: $108,103.67; Annual Salary: $89,086.40; Fringe Rate:	• $4,000.00

		21.347%. OOG amount is approximately 10.00% of employee salary.	
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - ANDRE SAVAGE (TCOLE PID #453356) - Total Annual Compensation: $86,245.68; Annual Salary: $71,073.60; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $3,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - AVERY AANDERUD (TCOLE PID #389111) - Total Annual Compensation: $89,375.46; Annual Salary: $73,652.80; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $6,600.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - JOHN COURTNEY (TCOLE PID #4241) - Total Annual Compensation: $89,375.46; Annual Salary: $73,652.80; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $21,500.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - JOSE MARQUEZ (TCOLE PID #387765) - Total Annual Compensation: $89,375.46; Annual Salary: $73,652.80; Fringe Rate: 21.347%. OOG amount is	• $7,500.00

		approximately 10.00% of employee salary.	
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - JUSTIN O'DAY (TCOLE PID #401453) - Total Annual Compensation: $108,103.67; Annual Salary: $89,086.40; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $2,000.00
• Personnel	• Certified Peace Officer - Sheriff's Office	• REGULAR PAY - KEVIN YOST (TCOLE PID #339923) - Total Annual Compensation: $89,375.46; Annual Salary: $73,652.80; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	• $6,950.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - MERLE REMMERT (TCOLE PID #206504) - Total Annual Compensation: $101,869.35; Annual Salary: $83,948.80; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$5,400.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - SHARONE LEWIS (TCOLE PID #489877) - Total Annual Compensation: $101,869.35; Annual Salary: $83,948.80; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$2,750.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - ERNESTO GARCIA (TCOLE PID #308321) - Total Annual	$3,000.00

		Compensation: $96,068.45; Annual Salary: $79,168.38; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - JACOB DANESI (TCOLE PID #410736) - Total Annual Compensation: $92,709.41; Annual Salary: $76,400.25; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$3,750.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - JOSE TREVINO (TCOLE PID #402645) - Total Annual Compensation: $89,350.38; Annual Salary: $73,632.13; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$1,300.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - LUCIO MARTINEZ (TCOLE PID #34999) - Total Annual Compensation: $116,222.66; Annual Salary: $95,777.11; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$4,600.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - MANSON SANFORD (TCOLE PID #481171) - Total Annual Compensation: $82,632.31; Annual Salary: $68,095.88; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$3,900.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - MARK HINSON (TCOLE PID #179254) - Total Annual Compensation: $116,222.66; Annual Salary: $95,777.11;	$7,250.00

		Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - DANNY ALVAREZ (TCOLE PID #19145) - Total Annual Compensation: $108,114.10; Annual Salary: $89,094.99; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$3,400.00
Personnel	Certified Peace Officer - Sheriff's Office	REGULAR PAY - JEREMY CONN (TCOLE PID #347478) - Total Annual Compensation: $89,366; Annual Salary: $73,645; Fringe Rate: 21.347%. OOG amount is approximately 10.00% of employee salary.	$1,300.00
Personnel	Overtime for All Peace Officers	OLS OVERTIME SHERIFF DEPUTY PAY - Overtime and benefits for Sheriff's Deputies to work in border counties to increase the effectiveness and impact of Operation Loan Star. Sheriff's Deputy overtime rate and benefit rate are based on individual rate of pay according to the Galveston County FY 2023 and 2024 adopted budgets and will be adjusted at the time of adoption. Average hourly rate is $31.15. Average OT rate is $46.72.	$120,717.95
Personnel	Overtime for All Peace Officers	OLS OVERTIME CONSTABLE DEPUTY PAY - Overtime and benefits for Constable Deputies to work in border counties to increase the effectiveness and impact of Operation Loan Star. Constable Deputy overtime rate and benefit rate are based on individual rate of pay according to the Galveston County FY 2023	$206,000.00

		and 2024 adopted budgets and will be adjusted at the time of adoption. Average hourly rate is $31.15. Average OT rate is $46.72.	
Contractual and Professional Services	Installation of Grant-funded Equipment and Data System	MAKE-READY LAW ENFORCEMENT EQUIPMENT FOR REPLACMENT VEHICLES - Purchase of five (5) Make Ready equipment packages to include: Cage, Console, Light Control Switch, Siren Control, Push Bar, Front Emergency Lights, Rear Emergency Lights, Light Bar, Radio, Radar, Computer, Docking Station, Printers, Graphics, and Window Tint at an estimated cost of $22,217.14 per vehicle. $22,217.14 x 5 vehicles = $111,085.70. Vehicle make-ready and Installation services for these four vehicles are included in the costs described per vehicle.	$111,085.70
Travel and Training	In-State Incidentals and/or Mileage	LS LODGING - Hotel accommodations for deputies while serving on rotation in border counties. Ten deputies x $145.00 in hotel fees x 365 days a year for two years totals $1,058,500. Funds have been adjusted to align with current program needs.	$24,700.00
Travel and Training	In-State Incidentals and/or Mileage	OLS PER DIEM - Per Diem for deputies serving on rotation in border counties at Galveston County rates for FY 2023 and FY 2024 as established by Galveston County Travel Policy. Current rate of $45/day x 8 deputies x 365 days a year totals $131,400. Total funds have been prorated to align with change in operation location.	$33,091.77

Equipment	Tablet System and Accessories	OLS TABLE COMPUTERS - Tablet computers support Operation Lone Star by providing officers with mobile access to real-time data, mapping, and communication tools. They streamline reporting, enhance situational awareness, and improve coordination in the field. Lightweight and durable, tablets enable efficient decision-making, faster response times, and seamless integration with law enforcement systems and databases. 2 tablets @ $2,800 each.	$5,600.00
Equipment	Police / Sheriff Department Vehicle (from a single vendor with law enforcement equipment installed)	OLS LAW ENFORCEMENT MOTORCYCLE - An OLS law enforcement motorcycle enhances border enforcement by providing rapid mobility in areas inaccessible to patrol vehicles. It allows officers to navigate tight spaces, trails, and congested traffic efficiently, increasing the likelihood of intercepting illegal immigrants. Its agility and speed are vital for quick response and effective apprehension operations. One (1) 2024 Police Electra Glide Motorcycle @ $20,000 (this price includes fees, tags, and inspection) with 1 Emergency Equipment Package for Police Electra Glide Motorcycle @ $10,000.	$30,000.00
Equipment	Equipment / Accessories for Law Enforcement Vehicle (purchased separately from vehicle)	OLS GRAPPLIER POLICE BUMBER - The Grappler Police Bumper is a cutting-edge pursuit intervention tool that will be utilized in border security operations for its ability to safely immobilize fleeing vehicles. The Grappler deploys a nylon tether net to entangle a suspect’s rear tire, allowing for a controlled	$6,000.00

		stop without ramming or PIT maneuvers, thus reducing danger to officers, suspects, and bystanders compared to traditional high-speed pursuit. Grappler Police Bumpers will be handled and operated only by authorized/certified personnel. 1 Grappler Police Bumper with Installation @ $6,000.	
Equipment	Police / Sheriff Department Vehicle (with no law enforcement equipment installed)	SUV OLS REPLACEMENT VEHICLES – Two (2) 4x4 Chevrolet Silverado equipped ONLY with the Law Enforcement Vehicle Suspension and Transmission Package (Add-on Package [light bar, cage, decals, etc.] added under a separate budget line item in this grant) for patrol units on rotation for the Operation Lone Star program. Galveston County received two (2) SUV 4x4 Ford Expeditions in the original 2022 OLS grant award; however, due to the extreme terrain of the border counties, the grant-funded vehicles have extensive wear and tear rendering them to be at end-of-useful-life. Galveston County will procure and take delivery of two (2) Chevrolet Silverado @ $56,782 each for a total of $113,564 (this price includes fees, tags, and inspection). Galveston County deputies working OLS patrol were not able to service vehicles and rest them as necessary; therefore, reducing the life of County-owned vehicles and making designated OLS vehicles a necessity. 4x4 vehicles are necessary for border patrolling duties on and off roadways.	$113,564.00

		Vehicles will be used 100% of the time for duties associated with Operation Lone Star.	
Equipment	Police / Sheriff Department Vehicle (with no law enforcement equipment installed)	OLS VEHICLE– One (1) 4x4 Chevrolet Tahoe equipped ONLY with the Law Enforcement Vehicle Suspension and Transmission Package (Add-on Package [light bar, cage, decals, etc.] added under a separate budget line item in this grant.) for Galveston County OLS patrol units to utilize to carry out objectives of the Operation Lone Star program. Galveston County will procure and take delivery of one (1) 4x4 Chevrolet Tahoe @ $61,000 (this price includes fees, tags, and inspection). 4x4 vehicles are necessary for border patrolling duties on and off roadways. This 4x4 Chevrolet Tahoe will be used 100% of the time for duties associated with Operation Lone Star.	$61,000.00
Equipment	Police / Sheriff Department Vehicle (with no law enforcement equipment installed)	OLS VEHICLES – Two (2) 4x4 Ford F-150 Responders equipped ONLY with the Law Enforcement Vehicle Suspension and Transmission Package (Add-on Package [light bar, cage, decals, etc.] added under a separate budget line item in this grant) for Galveston County OLS patrol units to utilize to carry out objectives of the Operation Lone Star program. Galveston County will procure and take delivery of Two (2) 4x4 Ford F-150s @ $60,000 each (this price includes fees, tags, and inspection). 4x4 vehicles are necessary for border patrolling duties on and off roadways. These 4x4 Ford F-150 Responders will be used	$120,000.00

		100% of the time for duties associated with Operation Lone Star.	
Equipment	Police / Sheriff Department Vehicle (with no law enforcement equipment installed)	OLS CRIME SCENE COMMAND CENTER POST TRAILER - A mobile crime scene command post trailer is a critical need for Operation Lone Star as it enables rapid deployment to high-risk border zones, preservation of evidence, real-time interagency coordination, and on-site forensic analysis, while increasing officer safety in the most remote and fluid border environments. 1 trailer @ $80,451 (this price includes fees, tags, and inspection).	$80,451.00
Equipment	Radio and Accessories	OLS TACTICAL COMMUNICATION HEADSETS - Tactical communication headsets enhance Operation Lone Star by providing secure, hands-free communication during operations. They reduce noise interference, enable instant coordination, and maintain situational awareness in dynamic environments. Durable and interoperable, they improve team synchronization, response speed, and officer safety during high-stakes patrols and tactical missions. 5 headsets @ $1,800 each.	$9,000.00
Equipment	Specialty Camera and Accessories (e.g., video observation, pole cams, towers, etc.)	OLS STREET LIGHT SURVEILLANCE CAMERAS - Street light surveillance cameras bolster Operation Lone Star by providing continuous, real time monitoring in high traffic areas for illegal aliens. They enhance situational awareness and support rapid	$5,000.00

		response by law enforcement. Reliable video evidence also strengthens investigations and prosecutions. Overall, street light cameras significantly improve operational efficiency and public safety outcomes. 2 @ $2,500 each.	
Equipment	Laboratory Equipment and Accessories	OLS TRACE BALLISTIC CHAMBER - The TRACE Ballistic Chamber enhances Operation Lone Star by enabling rapid, mobile processing of bullets and casings onsite. It ensures clean, lead-free retrieval with minimal cleanup time, preserving chain of custody integrity. Integrated software facilitates swift entry into NIBIN/IBIS databases, accelerating forensic links and criminal investigations for border operations. 1TRACE Ballistic Chamber @ $85,000.	$85,000.00
Equipment	Laboratory Equipment and Accessories	OLS MVAC - The MVAC wet vacuum DNA collection system enhances Operation Lone Star by enabling precise recovery of trace biological evidence—blood, saliva, and skin cells—from complex surfaces. Its wet vacuum design maximizes DNA yield while preserving sample integrity. This accelerates forensic analysis, strengthens prosecution, and bolsters border security with high-quality genetic evidence collections. 1 MVAC @ $51,000.	$51,000.00
Supplies and Direct Operating Expenses	Laptop System and Accessories ($5,000 or less per unit)	OLS LAPTOP COMPUTERS - Laptop computers enhance Operation Lone Star by offering powerful, portable access to intelligence databases, case files, and communication systems. They support real-	$6,500.00

		time data entry, evidence processing, and situational reporting. Laptops improve operational efficiency, officer productivity, and coordination between agencies, enabling informed decision-making during border security and enforcement missions. 5 @ $1,300 each.	
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	Lock and ride rear glass panel for UTV (utility task vehicle). Each panel costs $520. Quantity of two is needed. Total cost = $520 x 2 panels = $1,040.	$1,040.00
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	Pro Shield Tip-Out Full Glass Windshield for UTV (utility task vehicle). Each windshield costs $1,400. Quantity of two is needed. Total cost = $1,400 x 2 panels = $2,800.	$2,800.00
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	Polaris Pro HD 4,500 lb. Winch for UTV (utility task vehicle). Each winch costs $930. Quantity of one is needed. Total cost = $930.	$930.00
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	UTV (utility task vehicle) Fire Extinguisher Mount Kit. Each mount kit costs $34. Quantity of two is needed. Total cost = $34 x 2 panels = $68.	$68.00
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	OLS GRAPPLER POLICE BUMPER NETS - After a successful stop utilizing the Grappler Police Bumper, the net must be replaced. Having extras on hand allows officers to reset the system in under 5 minutes and remain mission-ready. Grappler Police Bumper Nets will be handled and operated only by	$800.00

		authorized/certified personnel. 2 Grappler Police Bumper Nets @ $400 each.	
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	OLS WRAP SYSTEM - The WRAP System by Safe Restraints Inc. is a full-body restraint tool designed to safely transport prisoners apprehended during border security operations. The safe restraints are a necessity of the program as they control combative or at-risk individuals while preserving their ability to breathe and receive medical care, thus enhancing the safety of all associated persons. These safe restraints will be handled and applied only by trained personnel. 5 WRAP Systems by Safe Restraints Inc. @ $1,200 each.	$6,000.00
Supplies and Direct Operating Expenses	Equipment / Accessories for Law Enforcement Vehicle ($5,000 or less per unit and purchased separately from vehicle)	OLS STOP STICKS - Stop Sticks enhance Operation Lone Star by safely and effectively ending high-speed vehicle pursuits involving suspected illegal activity, while greatly reducing the risk of injury to officers, suspects, and civilians. Easy to deploy, Stop Sticks help control dangerous situations, protect border communities, and support safe apprehension of fleeing individuals. Galveston County will deploy Stop Sticks in adherence to SOP and legal guidelines. 5 @ $850 each.	$4,250.00
Supplies and Direct Operating Expenses	Bulletproof Vest ($5,000 or less per unit)	Purchase of Body Armor to include: • Ballistic Vests: Angel Armor; RISE, Ultra Premium, Male, IIIA 3 qty @ $1493. each. • Plates: Angel Armor (model designation number: AAU301) TRUTH, 308S, ICW RISE, Ultra-	$9,245.00

		Premium, Male, IIIA 6 qty @ $750 each. All body armor's model designation numbers are active, the threat levels are III on NIJ compliant list, and will be worn in conjunction with the ballistic plates listed above and will be used with hard-multi-curved vests. Total Cost: $4,479 + $4,500 + $266 (shipping) = $9,245. These vests and plates are a necessity for the OLS program due to the high-risk nature of law enforcement border security operations.	
Supplies and Direct Operating Expenses	Specialty Cameras and Accessories ($5,000 or less per unit)	OLS HIGH QUALITY CAMERAS AND LENSES - High-quality cameras and lenses enhance Operation Lone Star by capturing detailed imagery for both evidentiary documentation and real-time surveillance. They support accurate identification, scene reconstruction, and suspect tracking. Clear visual evidence strengthens prosecutions, while advanced zoom capabilities allow discreet monitoring of remote areas, increasing situational awareness and officer safety along the border. Nikon Z5 Mirrorless cameras 2 @ $2,200, Nikon NIKKOR Z 180-600mm f/5.6-6.3 VR Lens 2 @ $2,050 each, Nikon Z50 Basic Kit (Body plus 16-50mm lens and 50-250mm lens) 1 @ $1,147, Nikon Macro lenses 2 @ $697 each, Nikon camera-mounted flashes 2 @ $479 each, Spare camera batteries 2 @ $80 each, and NIKKOR general lenses 2 @ $ 410 each.	$12,979.00

Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	OLS CELL PHONE SERVICE COSTS - cell service for six (6) Android phones to operate as tracking devices for all law enforcement personnel in the field and surrounding area. The app is used by DPS and other agencies and is only available on Android phones. Galveston County uses iPhones for everyday activities. Monthly services fee $50/each phone x 6 phones = $300 x 12 months = $3,600	$3,708.00
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	OLS FLEXICUFFS - 3,000 flexicuffs to be utilized in the border county for Operation Lone Star activities.	$100.00
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	UNIFORMS - Uniforms specific to the OLS program will be worn 100% of the time by OLS deputies on the border. Each uniform set costs $150. Total quantity of uniform sets needed over the lifespan of the fiscal year 2025 OLS program is 100. Total cost = $150 x 100 uniform sets = $15,000.	$15,000.00
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	40 qty Gentex OpsCore XP Ballistic Helmets @ $1,420 each. Total cost: $56,800. These helmets are a necessity for the OLS program as the helmets provide high-velocity pistol round protection, ensuring optimal safety for law enforcement border security officers performing high-risk duties associated with OLS program directives.	$56,800.00

Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	103 Field Drug Testing Kits @ $25 each. Field drug testing kits are a necessity for the OLS program to ensure efficient and accurate field testing of suspected illicit drugs discovered during OLS program operations.	$2,575.00
Supplies and Direct Operating Expenses	Canine Supplies (e.g., food, kenneling, vitamin supplement, cleaning product)	OLS TRAVEL CANINE KENNELS - K-9 travel kennels provide safety, comfort, and containment for police dogs during transport. They reduce stress, prevent injury, and ensure readiness for deployment in various OLS operational environments. 4 kennels @ $800 each.	$3,200.00
Supplies and Direct Operating Expenses	Photographic Equipment and Accessories ($5,000 or less per unit)	OLS FARO FOCUS SCANNER REPLACEMENT BATTERIES - Reliable replacement batteries for the FARO Focus scanner are essential to ensure uninterrupted field scanning, maximize runtime, and maintain productivity. The FARO Focus scanner enhances Operation Lone Star by capturing precise 3D documentation of crime scenes, border breaches, and infrastructure. It supports accurate investigations, evidence preservation, and situational analysis. 2 replacement batteries @ $673 each.	$1,346.00
Supplies and Direct Operating Expenses	Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	OLS VEHICLE FUEL COSTS - Gasoline for OLS vehicles in the border county in the process of Operation Lone Star duties by Galveston County deputies. Galveston County will purchase fuel for OLS vehicles to be utilized by Galveston County deputies in their duties of Operation Lone Star. Ten (10) OLS	$49,741.86

		vehicles with 20-gallon tanks to be filled twice a week for 52 weeks a year at an estimated cost of $3.50/gallon. 10 vehicles x 20-gallon tanks x 2 fill-ups per week x 52 weeks a year at an estimated $3.50/gallon. (10x20x2x52x3.50 = $72,800). Total funds requested has been prorated to $49,741.86 in order to align with local OLS program initiatives.	
Supplies and Direct Operating Expenses	Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	OLS VEHICLE MAINTENANCE - Regular maintenance and oil changes for vehicles both purchased through the Operation Lone Star grant and any other vehicles from Galveston County fleet determined to be necessary to carry-out OLS duties in the border counties. With the high level of use and extreme wear and tear on the vehicles in the rugged terrain, it is estimated maintenance will be necessary three times a year for 10 units at an estimate of $200 per unit each service visit. 10 units x 3 times a year x $200 service = $6,000.	$6,180.00

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*35.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-169-0902-A
Sheriff's Office - Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 3:36 pm

View Budget Amendment: Budget Amendment: FY2025 - Annual Budget Detail on 09/02/2025 : BAT-0000248

Company	The County of Galveston
Plan Template	Annual Budget Detail : FY25 Amended Budget
Plan	FY25 Amended Budget
Organizing Dimension Type	
Amendment ID	BAT-0000248
Amendment Date	09/02/2025
Description	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.
Amendment Type	Budget Transfer
Balanced Amendment	Yes
Entry Type	Amended
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5930000:Reserves - Other	920180 Fund Balance Reserves	1101 General Fund		Budgeted Reserves			$5,701.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	211143 Patrol Division	1101 General Fund		Unemployment Compensation			$8.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	211143 Patrol Division	1101 General Fund		Alternate Plan			$565.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	211143 Patrol Division	1101 General Fund		Worker's Compensation			$25.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	211143 Patrol Division	1101 General Fund		Pension			$855.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	211143 Patrol Division	1101 General Fund		Medicare FICA payments			$105.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	211143 Patrol Division	1101 General Fund		County Paid Health Insurance Premiums			$771.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	211143 Patrol Division	1101 General Fund		Salaries and Wages			$7,197.00	$0.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	211133 Sheriff Corrections	1101 General Fund		Unemployment Compensation			$0.00	$14.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	211133 Sheriff Corrections	1101 General Fund		Alternate Plan			$0.00	$934.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	211133 Sheriff Corrections	1101 General Fund		Worker's Compensation			$0.00	$25.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	211133 Sheriff Corrections	1101 General Fund		Pension			$0.00	$1,413.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	211133 Sheriff Corrections	1101 General Fund		Medicare FICA payments			$0.00	$173.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	211133 Sheriff Corrections	1101 General Fund		County Paid Health Insurance Premiums			$0.00	$771.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	211133 Sheriff Corrections	1101 General Fund		Salaries and Wages			$0.00	$11,897.00	BA 25-169-0902-A; Request transfer from Sheriff Corrections - Various Line Items to Patrol Division - Various Line Items to fund personnel adjustments.	

SO Personnel Calculations.pdf

File Name SO Personnel Calculations.pdf
Content Type application/pdf
Updated By Gabriela De Los Santos
Upload Date 08/19/2025 09:06:47 AM
Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/19/2025 10:14:01 AM	08/20/2025	Gabriela De Los Santos	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/19/2025 10:21:19 AM	08/21/2025	Clayton Pope (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/19/2025 10:26:59 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/20/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/20/2025 09:14:25 AM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	08/20/2025 10:44:47 AM	08/22/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/22/2025	Christie Motogbe (Finance Executive)	2	

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
					Sergio Cruz (Finance Executive)		

Department Name:	Fund Cost Center:
Corrections	1101 211133

Position Title	PSN	Current Salary	New Salary	Change in Salary	Comment
Deputy Sheriff V	P100176	$ 73,645.00	$0.00	-$73,645.00	Deletion
Deputy Sheriff V	P100239	$ 73,645.00	$0.00	-$73,645.00	Deletion
		$ 73,645.00	$0.00	-$147,290.00	

Start Date	9/2/2025
End of Fiscal Year	9/30/2025
Net Work Days	21

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	11,897.00
County Paid Health Ins Premium	5151000	771.00
Medicare FICA Payments	5152102	173.00
TCDRS	5153000	1,413.00
Worker's Compensation	5156000	25.00
Alternate Plan	5154000	934.00
Unemployment	5155000	14.00
	FY 2025 Fiscal Impact	15,227.00

FY 2026 Fiscal Impact
(168,791.00)

Department Name:	Fund Cost Center:
Patrol Division	1101 211143

Position Title	PSN	Current Salary	New Salary	Change in Salary	Comment
Sergeant - Patrol	TBD	$ -	$89,095.00	$89,095.00	Creation
		$ -	$89,095.00	$ 89,095.00	

Start Date	9/2/2025
End of Fiscal Year	9/30/2025
Net Work Days	21

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	7,197.00
County Paid Health Ins Premium	5151000	771.00
Medicare FICA Payments	5152102	105.00
TCDRS	5153000	855.00
Worker's Compensation	5156000	25.00
Alternate Plan	5154000	565.00
Unemployment	5155000	8.00
	FY 2025 Fiscal Impact	9,526.00

FY 2026 Fiscal Impact
117,894.00

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*36.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-170-0902-B
Facilities- Request transfer from General Fund - Budgeted Reserves to Facilities Services - Repair and Maintenance - Buildings to fund new flooring in the former Treasury office

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 3:56 pm

Company The County of Galveston
Plan Template Annual Budget Detail : FY25 Amended Budget
Plan FY25 Amended Budget
Organizing Dimension Type
Amendment ID BAT-0000251
Amendment Date 09/02/2025
Description Judge Henry- New flooring in the former Treasury office, 4th floor, Moody Courthouse. This allows for the planned moves of the Auditor's Office and the Grants team.
Amendment Type Budget Transfer
Balanced Amendment Yes
Entry Type Amended
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5930000:Reserves - Other	920180 Fund Balance Reserves	1101 General Fund		Budgeted Reserves			$0.00	$20,140.60	New flooring in the former Treasury office, 4th floor, Moody Courthouse. This allows for the planned moves of the Auditor's Office and the Grants team.	
FY2025 Annual (FY25 Amended Budget)	5424000:Maintenance and Repairs - Buildings	170100 Facilities Services	1101 General Fund		Repair and Maintenance - Buildings			$20,140.60	$0.00	New flooring in the former Treasury office, 4th floor, Moody Courthouse. This allows for the planned moves of the Auditor's Office and the Grants team.	

County of Galv. Old Auditor office.pdf

File Name County of Galv. Old Auditor office.pdf
Content Type application/pdf
Updated By Jokavell Posada
Upload Date 08/19/2025 11:13:15 AM

Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/19/2025 11:13:15 AM	08/20/2025	Jokavell Posada	1	
Budget Amendment Event	Approval by Cost Center Manager	Sent Back	08/19/2025 11:19:43 AM	08/21/2025	Misty Witmer (Cost Center Manager)	1	Send Back Reason from Misty Witmer: This needs a date of 9/2/2025 since that is the next Commissioners Court
Budget Amendment Event	Budget Amendment Event	Submitted	08/19/2025 11:24:23 AM	08/20/2025	Jokavell Posada	1	Jokavell Posada: Corrected date.
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/19/2025 11:25:27 AM	08/21/2025	Misty Witmer (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/19/2025 11:26:39 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/20/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/19/2025 06:44:25 PM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Sent Back	08/20/2025 09:22:43 AM	08/21/2025	Diana Huallpa Trevino (Budget Manager)	1	Send Back Reason from Diana Huallpa Trevino: Type needs to be corrected to Budget Transfer.
Budget Amendment Event	Budget Amendment Event	Submitted	08/20/2025 09:30:42 AM	08/20/2025	Jokavell Posada	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/20/2025 11:09:46 AM	08/22/2025	Misty Witmer (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/20/2025 11:11:10 AM		Lee Clemmer (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/20/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/20/2025 12:03:16 PM		Lauren Swift (Accounting Operations Lead)	1	

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Budget Manager	Approved	08/20/2025 01:30:05 PM	08/22/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/22/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

Mainland Carpet
12865 Hwy. 6
Santa Fe, Texas 77510
Ph 409-925-2520 / FX 409-925-9880

PROPOSAL

Project Information:

Job Name: County of Galveston

Location: 722 Moody(Old Auditor Office)

Galveston, Texas 77550

Contractor Information:

Name: Mark Garcia

Address:

Phone: 409-370-5884

Mohawk Carpet Tiles Style Mew Basics III 2602Color: Intuitive	
Install carpet -FRT- ADH- Labor	
27 cartons = 2590 s/f > $3.30 s/f	$8.547.00
Patcraft Timber Grove II LVT Color Laurel 00684 20 Mil	
28 Ctn = 1168 S/F > $4.80 S/F	$5,606.40
Roppe Base Color Deep Navy 4.5 720 L/F > $2.00	$1,440.00
CPT-LVT Reducer 36 L/F > $3.50	$126.00
Furniture move	$700.00
Remove existing carpet 417 yrds > $3.60 yd	$1,501.20
Floor Prep 37 Each > $60.00	$2,220.00
Grand Total	$20,140.60

_____ _____8/8/25____

Proposal Accepted By Date Ronny Turrentine Date

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*37.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-171-0902-C
Information Technology- Request transfer from within Information Technology - Various line items to other Various line items to fund outstanding contracts & mobile phone expenses

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:04 pm

View Budget Amendment: Budget Amendment: FY2025 - Annual Budget Detail on 09/02/2025 : BAT-0000247

Company	The County of Galveston
Plan Template	Annual Budget Detail : FY25 Amended Budget
Plan	FY25 Amended Budget
Organizing Dimension Type	
Amendment ID	BAT-0000247
Amendment Date	09/02/2025
Description	Commissioner Apffel- September 2, 2025 Commissioners Court agenda for two budget transfers: one to cover a shortfall in the Subscription Based IT Arrangement account, and another to cover remaining mobile phone expenses for the year.
Amendment Type	Budget Transfer
Balanced Amendment	Yes
Entry Type	Amended
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5492000:Communications	159100 Information Technology	1101 General Fund		Air Cards			$0.00	$10,000.00	Transfer to cover the remaining bills for FY25 mobile phone expense.	
FY2025 Annual (FY25 Amended Budget)	5492000:Communications	159100 Information Technology	1101 General Fund		Mobile Phone Expense			$10,000.00	$0.00	To cover the remaining mobile phone expense account for FY25	
FY2025 Annual (FY25 Amended Budget)	5700000:Capital Outlays	159100 Information Technology	1101 General Fund		Technology Hardware			$0.00	$130,000.00	To cover journal entries and outstanding contracts associated with the Subscription Based IT Arrangement account.	
FY2025 Annual (FY25 Amended Budget)	5700000:Capital Outlays	159100 Information Technology	1101 General Fund		Furniture and Fixtures			$0.00	$27,000.00	To cover journal entries and outstanding contracts associated with the Subscription Based IT Arrangement account.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5481000:Miscellaneous Contract Services	159100 Information Technology	1101 General Fund		Other Contract Services			$0.00	$200,000.00	To cover journal entries and outstanding contracts associated with the Subscription Based IT Arrangement account.	
FY2025 Annual (FY25 Amended Budget)	5419000:Other Professional Services	159100 Information Technology	1101 General Fund		Software Licensing and Maintenance			$0.00	$50,000.00	To cover journal entries and outstanding contracts associated with the Subscription Based IT Arrangement account.	
FY2025 Annual (FY25 Amended Budget)	5419000:Other Professional Services	159100 Information Technology	1101 General Fund		Subscription Based IT Arrangement			$407,000.00	$0.00	To cover journal entries and outstanding contracts associated with the Subscription Based IT Arrangement account.	

Subscriptions account.pdf

File Name Subscriptions account.pdf
Content Type application/pdf
Updated By Lee Clemmer
Upload Date 08/18/2025 02:32:51 PM
Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/18/2025 02:32:51 PM	08/19/2025	Lee Clemmer	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/18/2025 02:56:32 PM	08/20/2025	Misty Witmer (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/19/2025 10:26:46 AM		Joselinne Piedras-Sarabia (Budget Specialist)	1	

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/19/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/20/2025 01:37:51 PM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	08/21/2025 12:45:25 PM	08/22/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/23/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

Subscription Based IT Arrangements

Balance	$	94,513.00	
	$	(4,455.36)	JE
	$	(5,457.38)	JE
	$	(1,564.35)	JE
	$	(46,784.00)	JE
	$	(41,160.98)	JE
	$	(844.16)	JE
	$	(1,545.16)	JE
	$	(1,447.88)	JE
	$	(1,596.39)	JE
	$	(35,844.48)	JE
	$	(133,365.00)	JE
	$	(1,494.94)	JE
	$	15,836.00	JE
	$	(146,666.00)	VMWare subscription renewal
	$	(35,644.59)	Solarwinds renewal
	$	(43,200.00)	Cohesity renewal
	$	(16,000.00)	Sympro renewal
Total	$	(406,721.67)	

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*38.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-172-0902-D
Contract Services- Request transfer from General Fund - Budgeted Reserves to Contract Services - Contract Services - Medical Examiner to fund the expenses for the remainder of FY25

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:07 pm

View Budget Amendment: Budget Amendment: FY2025 - Annual Budget Detail on 09/02/2025 : BAT-0000255

Company	The County of Galveston
Plan Template	Annual Budget Detail : FY25 Amended Budget
Plan	FY25 Amended Budget
Organizing Dimension Type	
Amendment ID	BAT-0000255
Amendment Date	09/02/2025
Description	BA 25-172-0902-D; Request transfer from General Fund - Budgeted Reserves to Contract Services - Contract Services - Medical Examiner to fund the expenses for the remainder of FY25.
Amendment Type	Budget Transfer
Balanced Amendment	Yes
Entry Type	Amended
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5412000:Medical and Dental Services	440100 Contract Services	1101 General Fund		Contract Services-Medical Examiner			$375,000.00	$0.00	BA 25-172-0902-D; Request transfer from General Fund - Budgeted Reserves to Contract Services - Contract Services - Medical Examiner to fund the expenses for the remainder of FY25.	
FY2025 Annual (FY25 Amended Budget)	5930000:Reserves - Other	920180 Fund Balance Reserves	1101 General Fund		Budgeted Reserves			$0.00	$375,000.00	BA 25-172-0902-D; Request transfer from General Fund - Budgeted Reserves to Contract Services - Contract Services - Medical Examiner to fund the expenses for the remainder of FY25.	

25-172-0902-D_Invoice.pdf

File Name	25-172-0902-D_Invoice.pdf
Content Type	application/pdf
Updated By	Gabriela De Los Santos
Upload Date	08/21/2025 12:02:50 PM
Comment	

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/21/2025 02:42:22 PM	08/22/2025	Gabriela De Los Santos	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/21/2025 03:26:19 PM	08/23/2025	Diana Huallpa Trevino (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/21/2025 03:28:04 PM		Lee Clemmer (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/22/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/21/2025 03:57:10 PM		Lauren Swift (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Not Required		08/22/2025		0	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/23/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

INVOICE

utmb Health

The University of Texas Medical Branch at Galveston
301 University Blvd
Galveston, TX 77555 USA

Please Remit To:
UTMB at Galveston OSP Dept. 750
JPMorgan Chase Bank N.A.
PO BOX 660120
Dallas, TX 75266-0120 USA

Sponsor:
Galveston County
6101 Attwater Avenue
Dickinson TX 77539 United States

Sponsor Award:
Award Amount: $9,821,392.75

Page: 1
Invoice No: FIN-00009178 72
Invoice Date: 08/20/2025
Customer Number: 5769
PO ID:
Payment Terms: Net 30
Due Date: 09/19/2025

Award: CON90059

AMOUNT DUE: 128,122.75 USD

By signing this report, I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative consequences including, but not limited to violations of U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812.

08/20/25

Grants & Contracts Accounting

For billing questions, please call Grants & Contracts Accounting at 409-266-9554

Description	Bill Amount 07/01/2025 Thru 07/31/2025	Cumulative Amount
	0.00	191,670.50
Total Due	128,122.75	4,993,413.33
SUBTOTAL:	128,122.75	5,185,083.83

TOTAL AMOUNT DUE : 128,122.75

UTMB TAX ID: 746000949

CON90059 Galveston Co Medical Examiners
billing for the month of July

The County of Galveston
Medical Examiner's Office/UTMB
1205 Oak St.
La Marque, Texas 77568
Phone: (409) 770-5236 Fax: (409) 770-5239

Erin A. Barnhart, M.D.
Chief Medical Examiner

Monica Patel, D.O.
Deputy Medical Examiner

Bill To
Galveston County Contract Services
722 Moody 3rd Floor
Galveston, Texas 77550
Attn: Paula Dodson
Phone: 409-770-5307
Fax: 409-766-4542
email: paula.dodson@galvestoncountytx.gov

INVOICE
Date: 07/31/2025
Invoice # 07312025

Case #	Name of Decedent	Doctor	Autopsy	External	Case Date	Amt. Due to UTMB	Completion Date
ME-01-2025-197	Dupree, Jeremey	Patel		1	3/10/2025	$ 936.00	7/1/2025
ME-01-2025-200	Richardson, Gary	Patel		1	3/10/2025	$ 936.00	7/18/2025
ME-01-2025-201	Briggs, Eldon	Patel	1		3/10/2025	$ 2,815.00	7/9/2025
ME-01-2025-262	Villarreal, Maria	Patel		1	4/2/2025	$ 936.00	7/18/2025
ME-01-2025-330	Bell, Denise	Barnhat	1		4/29/2025	$ 2,815.00	7/22/2025
ME-01-2025-338	Clifton, Theresa	Patel	1		4/30/2025	$ 2,815.00	7/1/2025
ME-01-2025-346	Osundwa, Zain	Patel	1		5/2/2025	$ 2,815.00	7/9/2025
ME-01-2025-347	Hooper, Michelle	Patel	1		5/2/2025	$ 2,815.00	7/9/2025
ME-01-2025-351	Stickelmeyer, Kirt	Patel		1	5/5/2025	$ 936.00	7/1/2025
ME-01-2025-355	Lamb, Legend	Patel	1		5/5/2025	$ 2,815.00	7/9/2025
ME-01-2025-383	Kelly, Avery	Patel		1	5/14/2025	$ 936.00	7/1/2025
ME-01-2025-398	Scurry, Jaqcqueline	Patel		1	5/19/2025	$ 936.00	7/1/2025
ME-01-2025-407	Barroso, Angel	Hawkins	1		5/27/2025	$ 2,815.00	7/17/2025
ME-01-2025-409	McDaniel, Hugh	Patel	1		5/23/2025	$ 2,815.00	7/15/2025
ME-01-2025-411	Ruiz-Mendoza, Eidan	Hawkins	1		5/29/2025	$ 2,815.00	7/3/2025
ME-01-2025-415	Chlamon, Kevin	Barnhart	1		5/27/2025	$ 2,815.00	7/9/2025
ME-01-2025-429	Garcia, Ricardo	Patel		1	5/30/2025	$ 936.00	7/7/2025
ME-01-2025-433	Hall, Wisdom	Patel	1		6/2/2025	$ 2,815.00	7/16/2025
ME-01-2025-447	Martin, David	Barnhart		1	6/4/2025	$ 936.00	7/9/2025
ME-01-2025-448	Beaton, Alexander	Barnhart		1	6/4/2025	$ 936.00	7/9/2025
ME-01-2025-453	Queen, Elissqa	Barnhart		1	6/9/2025	$ 936.00	7/25/2025
ME-01-2025-454	Taylor, Mark	Barnhart		1	6/9/2025	$ 936.00	7/9/2025
ME-01-2025-455	Haywood, Lillian	Barnhart	1		6/9/2025	$ 2,815.00	7/24/2025
ME-01-2025-460	Russell, Wesley	Barnhart	1		6/11/2025	$ 2,815.00	7/9/2025
ME-01-2025-465	Mescal, Paul	Barnhart	1		6/12/2025	$ 2,815.00	7/15/2025
ME-01-2025-466	Baca, Sandra	Barnhart	1		6/12/2025	$ 2,815.00	7/9/2025
ME-01-2025-467	Bosley, Joe	Barnhart		1	6/12/2025	$ 936.00	7/9/2025
ME-01-2025-469	Girppando, Judith	Patel	1		6/16/2025	$ 2,815.00	7/7/2025
ME-01-2025-471	Tornhill, Otto	Patel	1		6/16/2025	$ 2,815.00	7/7/2025
ME-01-2025-474	Shackelford, Kevin	Patel	1		6/18/2025	$ 2,815.00	7/9/2025
ME-01-2025-476	Volner, Edmond	Patel		1	6/18/2025	$ 936.00	7/1/2025
ME-01-2025-478	Swank, James	Patel		1	6/20/2025	$ 936.00	7/1/2025
ME-01-2025-485	Flores, Joe	Barnhart	1		6/23/2025	$ 2,815.00	7/9/2025
ME-01-2025-486	Mugartegui, Lilia	Barnhart		1	6/23/2025	$ 936.00	7/25/2025
ME-01-2025-487	Wright, Patrick	Barnhart	1		6/23/2025	$ 2,815.00	7/24/2025
ME-01-2025-488	Caballero, Eilario	Barnhart	1		6/23/2025	$ 2,815.00	7/25/2025
ME-01-2025-489	Uwagbale, Idemudia	Barnhart	1		6/23/2025	$ 2,815.00	7/24/2025
ME-01-2025-490	Rogers, David	Barnhart	1		6/23/2025	$ 2,815.00	7/15/2025
ME-01-2025-492	Cavazos, Raul	Barnhart	1		6/23/2025	$ 2,815.00	7/24/2025
ME-01-2025-493	Lowry, Kyle	Barnhart	1		6/23/2025	$ 2,815.00	7/24/2025
ME-01-2025-495	Ortiz, Jose	Patel	1		6/24/2025	$ 2,815.00	7/22/2025
ME-01-2025-496	Morlett, Hugo	Patel	1		6/25/2025	$ 2,815.00	7/22/2025
ME-01-2025-500	Whitmore, James	Patel		1	6/25/2025	$ 936.00	7/9/2025
ME-01-2025-502	Brooks, Tristan	Patel	1		6/26/2025	$ 2,815.00	7/22/2025
ME-01-2025-503	Williams, Francis	Barnhart		1	6/27/2025	$ 936.00	7/25/2025
ME-01-2025-506	Green, Jermaine	Patel		1	6/30/2025	$ 936.00	7/22/2025

ME-01-2025-512	Hewitt, James	Barnhart		1	7/2/2025	$ 936.00	7/25/2025
ME-01-2025-513	Grayson, Linda	Barnhart		1	7/2/2025	$ 936.00	7/25/2025
ME-01-2025-514	Harper, Jerone	Barnhart		1	7/3/2025	$ 936.00	7/25/2025
ME-01-2025-515	Sweeney, Dennis	Barnhart		1	7/3/2025	$ 936.00	7/25/2025
ME-01-2025-516	Cruz, Gamaliel	Barnhart	1		7/3/2025	$ 2,815.00	7/29/2025
ME-01-2025-520	Johnson, Patricia	Barnhart		1	7/8/2025	$ 936.00	7/25/2025
ME-01-2025-528	Wicher, Helen	Barnhart		1	7/8/2025	$ 936.00	7/25/2025
ME-01-2025-529	McPherson, Mark	Barnhart		1	7/8/2025	$ 936.00	7/29/2025
ME-01-2025-530	Simon, Nicole	Barnhart	1		7/8/2025	$ 2,815.00	7/29/2025
ME-01-2025-531	Gonzales, Isaac	Barnhart	1		7/8/2025	$ 2,815.00	7/29/2025
ME-01-2025-534	Symons, Michael	Barnhart		1	7/10/2025	$ 936.00	7/29/2025
ME-01-2025-535	Haff, Scott	Barnhart		1	7/10/2025	$ 936.00	7/29/2025
ME-01-2025-543	Swan, Cheryl	Barnhart		1	7/14/2025	$ 936.00	7/29/2025
ME-01-2025-544	Little, Michael	Barnhart		1	7/14/2025	$ 936.00	7/30/2025
ME-01-2025-545	Copper, Diane	Barnhart		1	7/14/2025	$ 936.00	7/30/2025
ME-01-2025-546	Handlin, Marvalee	Barnhart		1	7/14/2025	$ 936.00	7/30/2025
ME-01-2025-548	Hess, Kenneth	Barnhart		1	7/14/2025	$ 936.00	7/30/2025
ME-01-2025-549	Love, Gloria	Barnhart	1		7/14/2025	$ 2,815.00	7/31/2025
ME-01-2025-561	Gonzales, Domingo	Barnhart		1	7/21/2025	$ 936.00	7/30/2025
			32	33	Sub-ttl	$ 120,968.00	
CONTRACT AMENDMENT ADDITIONAL PAY						**$ 10,775.25**	
					Sub-ttl	**$ 131,743.25**	

TDCJ (Credit) - Aut. ttl	2 x 182.00	$ 364.00
TDCJ (Credit) - Ext. ttl	0 x 56.00	$ -
		$ 364.00

Brazoria County (Credit) - Aut.ttl	11 x 182.00	$ 2,002.00
Brazoria County (Credit) - Ext.ttl	22 x 56.00	$ 1,232.00
		$ 3,234.00

Matagorda County (Credit) - Aut.ttl	0 x 182.00	$ -
Matagorda County (Credit) - Ext.ttl	0 x 56.00	$ -
		$ -

Sub-ttl	$ 128,145.25

GCMEO Recovery Fee						
7/2/2025	ML 2007 509	Records	809	$ 25.00		
7/3/2025	ME 01 2023 232	Records	44618	$ 25.00		
7/10/2025	ME-02-2025-199	Rec/Photos	11511	$ 75.00		
7/10/2025	ME-01-2025-100	Records	105870	$ 25.00		
7/17/2025	ME-02-2025-154	Records	Money Order	$ 25.00		
7/17/2025	ME-01-2025-422	Records	306	$ 25.00		
7/28/2025	ME-01-2025-286	Records	Money Order	$ 25.00		
			ttl	$ 225.00	$ 22.50	
		Recovery Fee Credit		10%		
					TOTAL DUE	**$ 128,122.75**

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*39.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-173-0902-E
Juvenile Justice- Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/26/25 10:34 am

View Budget Amendment: Budget Amendment: FY2025 - Annual Budget Detail on 09/02/2025 : BAT-0000256

Company	The County of Galveston
Plan Template	Annual Budget Detail : FY25 Amended Budget
Plan	FY25 Amended Budget
Organizing Dimension Type	
Amendment ID	BAT-0000256
Amendment Date	09/02/2025
Description	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.
Amendment Type	Budget Transfer
Balanced Amendment	Yes
Entry Type	Amended
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Unemployment Compensation			$17.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Alternate Plan			$1,123.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Worker's Compensation			$52.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Pension			$1,697.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Medicare FICA payments			$209.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$1,616.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Salaries and Wages			$14,293.00	$0.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$4.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$249.50	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$13.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Pension			$0.00	$377.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$46.50	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$404.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$3,175.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256119 Post Program	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$4.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256119 Post Program	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$249.50	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256119 Post Program	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$13.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256119 Post Program	1202 Juvenile Justice Fund		Pension			$0.00	$377.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256119 Post Program	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$46.50	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256119 Post Program	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$404.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256119 Post Program	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$3,175.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256118 Detention	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$9.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256118 Detention	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$624.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256118 Detention	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$26.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256118 Detention	1202 Juvenile Justice Fund		Pension			$0.00	$943.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256118 Detention	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$116.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256118 Detention	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$808.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256118 Detention	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$7,943.00	BA 25-173-0902-E: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice Administration to fund departmental restructuring.	

Juvenile Justice Admin All Supporting Doc.pdf

File Name Juvenile Justice Admin All Supporting Doc.pdf
Content Type application/pdf
Updated By Joselinne Piedras-Sarabia
Upload Date 08/22/2025 12:38:11 PM
Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/22/2025 01:53:49 PM	08/23/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/22/2025 03:50:04 PM	08/24/2025	Glen Watson (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/22/2025 03:53:11 PM		Gabriela De Los Santos (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/23/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/22/2025 04:08:17 PM		Christie Motogbe (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	08/22/2025 04:10:58 PM	08/24/2025	Diana Huallpa Trevino (Budget Manager)	1	

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/24/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

Juvenile Justice Budget Amendment Breakdown
1202-256105 - Juvenile Justice Administration

Transfers From

Cost Center	Department	5100000: Salary	5151000: County Paid Health Ins Premium	5152000: Medicare FICA Payments	5153000: TCDRS / Pension	5156000: Worker's Compensation	5154000: Alternate Plan	5155000: Unemployment	Department Total
256118	Detention	7,943.00	808.00	116.00	943.00	26.00	624.00	9.00	10,469.00
256119	Post Program	3,175.00	404.00	46.50	377.00	13.00	249.50	4.00	4,269.00
256155	Juvenile Justice Alternate Education Program	3,175.00	404.00	46.50	377.00	13.00	249.50	4.00	4,269.00
Total		**14,293.00**	**1,616.00**	**209.00**	**1,697.00**	**52.00**	**1,123.00**	**17.00**	**19,007.00**

Transfers To

Cost Center	Department	5100000: Salary	5151000: County Paid Health Ins Premium	5152000: Medicare FICA Payments	5153000: TCDRS / Pension	5156000: Worker's Compensation	5154000: Alternate Plan	5155000: Unemployment	Department Total
256105	Juvenile Justice Administration	14,293.00	1,616.00	209.00	1,697.00	52.00	1,123.00	17.00	19,007.00
Total		**14,293.00**	**1,616.00**	**209.00**	**1,697.00**	**52.00**	**1,123.00**	**17.00**	**19,007.00**

Summary of Prorated Amounts Based on Cost Center

256118 to 256105

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	7,943.00
5151000: Group Insurance	County Paid Health Ins Premium	808.00
5152000:Payroll Tax Expense	Medicare FICA Payments	116.00
5153000:Pension	TCDRS / Pension	943.00
5156000:Workers Compensation	Worker's Compensation	26.00
5154000:Deferred Compensation Plan	Alternate Plan	624.00
5155000:Unemployment	Unemployment	9.00
Total		**10,469.00**

(Split Employee - PSN 2561550020) 256119/256155 to 256105

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	3,175.00
5151000: Group Insurance	County Paid Health Ins Premium	404.00
5152000:Payroll Tax Expense	Medicare FICA Payments	46.50
5153000:Pension	TCDRS / Pension	377.00
5156000:Workers Compensation	Worker's Compensation	13.00
5154000:Deferred Compensation Plan	Alternate Plan	249.50
5155000:Unemployment	Unemployment	4.00
Total		**4,269.00**

Department Name:	Fund Cost Center:
Juvenile Justice - Administration	1202 256105

Current Position Title	PSN	Salary	Comment
Deputy Director	2561180002	$93,869.46	256118 to 256105
		$93,869.46	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	7,943.00
County Paid Health Ins Premium	5151000	808.00
Medicare FICA Payments	5152102	116.00
TCDRS	5153000	943.00
Worker's Compensation	5156000	26.00
Alternate Plan	5154000	624.00
Unemployment	5155000	9.00
	FY 2025 Fiscal Impact	10,469.00

FY 2026 Fiscal Impact
123,685.00

Department Name:	Fund Cost Center:
Detention	1202256118

Current Position Title	PSN	Salary	Comment
Deputy Director	2561180002	-$93,869.46	256118 to 256105
		-$93,869.46	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(7,943.00)
County Paid Health Ins Premium	5151000	(808.00)
Medicare FICA Payments	5152102	(116.00)
TCDRS	5153000	(943.00)
Worker's Compensation	5156000	(26.00)
Alternate Plan	5154000	(624.00)
Unemployment	5155000	(9.00)
	FY 2025 Fiscal Impact	(10,469.00)

FY 2026 Fiscal Impact
(123,685.00)

Department Name:	Fund Cost Center:
Juvenile Justice - Administration	1202 256105

Current Position Title	PSN	Current Salary	Comment
Deputy Director	2561550020	$75,043.48	256119/256155 to 256105
		$75,043.48	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts for Creation	FY25 Prorated Amounts for Deletion (50% Split)	FY25 Prorated Amounts for Deletion (50% Split)
Salary	5100000	6,350.00	(3,175.00)	(3,175.00)
County Paid Health Ins Premium	5151000	808.00	(404.00)	(404.00)
Medicare FICA Payments	5152102	93.00	(46.50)	(46.50)
TCDRS	5153000	754.00	(377.00)	(377.00)
Worker's Compensation	5156000	26.00	(13.00)	(13.00)
Alternate Plan	5154000	499.00	(249.50)	(249.50)
Unemployment	5155000	8.00	(4.00)	(4.00)
	FY 2025 Fiscal Impact	8,538.00	(4,269.00)	(4,269.00)

FY 2026 Fiscal Impact
100,853.00

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
*40.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

25-174-0902-F
Juvenile Justice- Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/26/25 10:44 am

View Budget Amendment: Budget Amendment: FY2025 - Annual Budget Detail on 09/02/2025 : BAT-0000257

Company The County of Galveston
Plan Template Annual Budget Detail : FY25 Amended Budget
Plan FY25 Amended Budget
Organizing Dimension Type
Amendment ID BAT-0000257
Amendment Date 09/02/2025
Description BA 25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.
Amendment Type Budget Transfer
Balanced Amendment Yes
Entry Type Amended
Status In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$7,099.50	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256119 Post Program	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$40.25	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256119 Post Program	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$2,829.75	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256119 Post Program	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$210.50	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256119 Post Program	1202 Juvenile Justice Fund		Pension			$0.00	$4,280.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256119 Post Program	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$524.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256119 Post Program	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$6,660.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256119 Post Program	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$36,053.25	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256118 Detention	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$188.25	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256118 Detention	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$13,354.75	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256118 Detention	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$971.50	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256118 Detention	1202 Juvenile Justice Fund		Pension			$0.00	$20,201.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256118 Detention	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$2,468.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$12.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256118 Detention	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$30,877.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$807.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$51.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256118 Detention	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$170,181.25	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Pension			$0.00	$1,220.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$150.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$1,615.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256105 Juvenile Justice - Administration	1202 Juvenile Justice Fund		Salaries and Wages			$0.00	$10,272.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256100 Juvenile Justice	1202 Juvenile Justice Fund		Unemployment Compensation			$249.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256100 Juvenile Justice	1202 Juvenile Justice Fund		Alternate Plan			$17,549.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256100 Juvenile Justice	1202 Juvenile Justice Fund		Worker's Compensation			$1,272.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256100 Juvenile Justice	1202 Juvenile Justice Fund		Pension			$26,544.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256100 Juvenile Justice	1202 Juvenile Justice Fund		Medicare FICA payments			$3,246.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256100 Juvenile Justice	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$40,364.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5100000:Salaries and Wages	256100 Juvenile Justice	1202 Juvenile Justice Fund		Salaries and Wages			$223,606.00	$0.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5155000:Unemployment	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Unemployment Compensation			$0.00	$8.50	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5154000:Deferred Compensation Plan	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Alternate Plan			$0.00	$557.50	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5156000:Workers Compensation	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Worker's Compensation			$0.00	$39.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5153000:Pension	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Pension			$0.00	$843.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	
FY2025 Annual (FY25 Amended Budget)	5152000:Payroll Tax Expense	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		Medicare FICA payments			$0.00	$104.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Period	*Ledger Account/Summary	*Cost Center	*Fund	Revenue Category	Spend Category	Program	Project	Debit Amount	Credit Amount	Memo	Exceptions
FY2025 Annual (FY25 Amended Budget)	5151000:Group Insurance	256155 Juvenile Justice Alternate Education Program	1202 Juvenile Justice Fund		County Paid Health Insurance Premiums			$0.00	$1,212.00	25-174-0902-F: Request transfer from within Juvenile Justice Fund - Various Spend Categories to Juvenile Justice - Various Spend Categories to fund departmental restructuring.	

Juvenile Justice All Supporting Doc.pdf

File Name Juvenile Justice All Supporting Doc.pdf
Content Type application/pdf
Updated By Joselinne Piedras-Sarabia
Upload Date 08/22/2025 12:53:32 PM
Comment

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	08/22/2025 01:53:03 PM	08/23/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/22/2025 03:50:09 PM	08/24/2025	Glen Watson (Cost Center Manager)	1	
Budget Amendment Event	Approval by Budget Specialist	Approved	08/22/2025 03:53:07 PM		Gabriela De Los Santos (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/23/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/22/2025 04:06:47 PM		Christie Motogbe (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	08/22/2025 04:10:32 PM	08/24/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Sent Back	08/22/2025 04:23:13 PM	08/24/2025	Sergio Cruz (Finance Executive)	1	Send Back Reason from Sergio Cruz: revision needed per Mr. Gomez
Budget Amendment Event	Budget Amendment Event	Submitted	08/22/2025 04:39:27 PM	08/23/2025	Joselinne Piedras-Sarabia	1	
Budget Amendment Event	Approval by Cost Center Manager	Approved	08/22/2025 04:51:27 PM	08/24/2025	Glen Watson (Cost Center Manager)	1	

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Budget Specialist	Approved	08/22/2025 04:53:23 PM		Gabriela De Los Santos (Budget Specialist)	1	
Budget Amendment Event	Approval by Sponsored Programs Manager	Not Required		08/23/2025		0	
Budget Amendment Event	Approval by Accounting Operations Lead or Payroll Accountant	Approved	08/25/2025 01:26:17 PM		Christie Motogbe (Accounting Operations Lead)	1	
Budget Amendment Event	Approval by Budget Manager	Approved	08/25/2025 01:50:11 PM	08/27/2025	Diana Huallpa Trevino (Budget Manager)	1	
Budget Amendment Event	Approval by Finance Executive	Awaiting Action		08/27/2025	Christie Motogbe (Finance Executive)	2	
					Sergio Cruz (Finance Executive)		

Juvenile Justice Budget Amendment Breakdown
1202-256100 - Juvenile Justice

Transfers From

Cost Center	Department	5100000: Salary	5151000: County Paid Health Ins Premium	5152000: Medicare FICA Payments	5153000: TCDRS / Pension	5156000: Worker's Compensation	5154000: Alternate Plan	5155000: Unemployment	Department Total
256118	Detention	170,181.25	30,877.00	2,468.00	20,201.00	971.50	13,354.75	188.25	238,241.75
256105	Juvenile Justice Administration	10,272.00	1,615.00	150.00	1,220.00	51.00	807.00	12.00	14,127.00
256119	Post Program	36,053.25	6,660.00	524.00	4,280.00	210.50	2,829.75	40.25	50,597.75
256155	Juvenile Justice Alternate Education Program	7,099.50	1,212.00	104.00	843.00	39.00	557.50	8.50	9,863.50
Total		**223,606.00**	**40,364.00**	**3,246.00**	**26,544.00**	**1,272.00**	**17,549.00**	**249.00**	**312,830.00**

Transfers To

Cost Center	Department	5100000: Salary	5151000: County Paid Health Ins Premium	5152000: Medicare FICA Payments	5153000: TCDRS / Pension	5156000: Worker's Compensation	5154000: Alternate Plan	5155000: Unemployment	Department Total
256100	Juvenile Justice	223,606.00	40,364.00	3,246.00	26,544.00	1,272.00	17,549.00	249.00	312,830.00
Total		**223,606.00**	**40,364.00**	**3,246.00**	**26,544.00**	**1,272.00**	**17,549.00**	**249.00**	**312,830.00**

Summary of Prorated Amounts Based on Cost Center

256105 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	10,272.00
5151000: Group Insurance	County Paid Health Ins Premium	1,615.00
5152000:Payroll Tax Expense	Medicare FICA Payments	150.00
5153000:Pension	TCDRS / Pension	1,220.00
5156000:Workers Compensation	Worker's Compensation	51.00
5154000:Deferred Compensation Plan	Alternate Plan	807.00
5155000:Unemployment	Unemployment	12.00
Total		**14,127.00**

256119 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	35,102.00
5151000: Group Insurance	County Paid Health Ins Premium	6,458.00
5152000:Payroll Tax Expense	Medicare FICA Payments	510.00
5153000:Pension	TCDRS / Pension	4,167.00
5156000:Workers Compensation	Worker's Compensation	204.00
5154000:Deferred Compensation Plan	Alternate Plan	2,755.00
5155000:Unemployment	Unemployment	39.00
Total		**49,235.00**

256155 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	5,197.00
5151000: Group Insurance	County Paid Health Ins Premium	808.00
5152000:Payroll Tax Expense	Medicare FICA Payments	76.00
5153000:Pension	TCDRS / Pension	617.00
5156000:Workers Compensation	Worker's Compensation	26.00
5154000:Deferred Compensation Plan	Alternate Plan	408.00
5155000:Unemployment	Unemployment	6.00
Total		**7,138.00**

256118 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	169,230.00
5151000: Group Insurance	County Paid Health Ins Premium	30,675.00
5152000:Payroll Tax Expense	Medicare FICA Payments	2,454.00
5153000:Pension	TCDRS / Pension	20,088.00
5156000:Workers Compensation	Worker's Compensation	965.00
5154000:Deferred Compensation Plan	Alternate Plan	13,280.00
5155000:Unemployment	Unemployment	187.00
Total		**236,879.00**

Summary of Prorated Amounts Based on Cost Center

(Split Employee - PSN 2561550081) 256118, 256119 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	951.25
5151000: Group Insurance	County Paid Health Ins Premium	202.00
5152000:Payroll Tax Expense	Medicare FICA Payments	14.00
5153000:Pension	TCDRS / Pension	113.00
5156000:Workers Compensation	Worker's Compensation	6.50
5154000:Deferred Compensation Plan	Alternate Plan	74.75
5155000:Unemployment	Unemployment	1.25
Total		**1,362.75**

(Split Employee - PSN 2561550081) 256155 to 256100

Ledger Account	Object Code Name	FY25 Prorated Amounts
5100000:Salaries and Wages	Salary	1,902.50
5151000: Group Insurance	County Paid Health Ins Premium	404.00
5152000:Payroll Tax Expense	Medicare FICA Payments	28.00
5153000:Pension	TCDRS / Pension	226.00
5156000:Workers Compensation	Worker's Compensation	13.00
5154000:Deferred Compensation Plan	Alternate Plan	149.50
5155000:Unemployment	Unemployment	2.50
Total		**2,725.50**

Department Name:	Fund Cost Center:
Juvenile Justice	1202 256100

Current Position Title	PSN	Salary	Comment
Admin Assistant II	2561050004	$58,121.71	256105 to 256100
Financial Analyst	2561050009	$63,264.51	256105 to 256100
		$121,386.22	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	10,272.00
County Paid Health Ins Premium	5151000	1,615.00
Medicare FICA Payments	5152102	150.00
TCDRS	5153000	1,220.00
Worker's Compensation	5156000	51.00
Alternate Plan	5154000	807.00
Unemployment	5155000	12.00
	FY 2025 Fiscal Impact	14,127.00

FY 2026 Fiscal Impact
166,897.00

Department Name:	Fund Cost Center:
Juvenile Justice - Administration	1202 256105

Current Position Title	PSN	Salary	Comment
Admin Assistant II	2561050004	-$58,121.71	256105 to 256100
Financial Analyst	2561050009	-$63,264.51	256105 to 256100
		-$121,386.22	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(10,272.00)
County Paid Health Ins Premium	5151000	(1,615.00)
Medicare FICA Payments	5152102	(150.00)
TCDRS	5153000	(1,220.00)
Worker's Compensation	5156000	(51.00)
Alternate Plan	5154000	(807.00)
Unemployment	5155000	(12.00)
	FY 2025 Fiscal Impact	(14,127.00)

FY 2026 Fiscal Impact
(166,896.00)

Department Name:	Fund Cost Center:
Detention	1202256118

Current Position Title	PSN	Salary	Comment
Administrative Assistant I	2561180006	-$44,962.05	256118 to 256100
Juv Intake Officer	2561180011	-$58,753.05	256118 to 256100
Juv Intake Officer	2561180021	-$58,753.05	256118 to 256100
Juv Intake Officer	2561180022	-$58,753.05	256118 to 256100
Juv Intake Officer	2561180024	-$64,451.47	256118 to 256100
Juv Supervision Officer	2561180027	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180028	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180029	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180030	-$53,849.00	256118 to 256100
Juv Supervision Officer	2561180031	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180032	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180033	-$53,849.00	256118 to 256100
Juv Supervision Officer	2561180035	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180037	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180038	-$53,849.00	256118 to 256100
Juv Supervision Officer	2561180039	-$51,570.00	256118 to 256100

Juv Supervision Officer	2561180041	-$56,126.99	256118 to 256100
Juv Supervision Officer	2561180043	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180044	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180045	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180046	-$53,849.00	256118 to 256100
Juv Supervision Officer	2561180047	-$51,570.00	256118 to 256100
Central Control Operator	2561180048	-$56,127.00	256118 to 256100
Juv Supervision Officer	2561180049	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180050	-$51,570.00	256118 to 256100
Juv Detention Superintendent	2561180051	-$67,219.05	256118 to 256100
Central Control Operator	2561180053	-$56,126.99	256118 to 256100
Central Control Operator	2561180054	-$51,570.00	256118 to 256100
Central Control Operator	2561180055	-$51,570.00	256118 to 256100
Juv Supervision Officer	2561180056	-$51,570.00	256118 to 256100
Laundry Manager	2561180058	-$53,849.00	256118 to 256100
TEMP Juv Supervision Officer	2561180500	-$25,781.60	256118 to 256100
TEMP Juv Supervision Officer	2561180501	-$25,781.60	256118 to 256100
TEMP Juv Probation Officer	2561180502	-$56,243.20	256118 to 256100
TEMP Juv Probation Officer	2561180503	-$56,243.20	256118 to 256100
TEMP Juv Supervision Officer	2561180504	-$56,243.20	256118 to 256100

TEMP Juv Supervision Officer	2561180505	-$56,243.20	256118 to 256100
TEMP Juv Supervision Officer	2561180506	-$56,243.20	256118 to 256100
		-$1,999,986.90	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(169,230.00)
County Paid Health Ins Premium	5151000	(30,675.00)
Medicare FICA Payments	5152102	(2,454.00)
TCDRS	5153000	(20,088.00)
Worker's Compensation	5156000	(965.00)
Alternate Plan	5154000	(13,280.00)
Unemployment	5155000	(187.00)
	FY 2025 Fiscal Impact	(236,879.00)

FY 2026 Fiscal Impact
(2,799,445.00)

Department Name:	Fund Cost Center:
Juvenile Justice	1202256100

Current Position Title	PSN	Salary	Comment
Administrative Assistant I	2561180006	$44,962.05	256118 to 256100
Juv Intake Officer	2561180011	$58,753.05	256118 to 256100
Juv Intake Officer	2561180021	$58,753.05	256118 to 256100
Juv Intake Officer	2561180022	$58,753.05	256118 to 256100
Juv Intake Officer	2561180024	$64,451.47	256118 to 256100
Juv Supervision Officer	2561180027	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180028	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180029	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180030	$53,849.00	256118 to 256100
Juv Supervision Officer	2561180031	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180032	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180033	$53,849.00	256118 to 256100
Juv Supervision Officer	2561180035	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180037	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180038	$53,849.00	256118 to 256100
Juv Supervision Officer	2561180039	$51,570.00	256118 to 256100

Juv Supervision Officer	2561180041	$56,126.99	256118 to 256100
Juv Supervision Officer	2561180043	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180044	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180045	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180046	$53,849.00	256118 to 256100
Juv Supervision Officer	2561180047	$51,570.00	256118 to 256100
Central Control Operator	2561180048	$56,127.00	256118 to 256100
Juv Supervision Officer	2561180049	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180050	$51,570.00	256118 to 256100
Juv Detention Superintendent	2561180051	$67,219.05	256118 to 256100
Central Control Operator	2561180053	$56,126.99	256118 to 256100
Central Control Operator	2561180054	$51,570.00	256118 to 256100
Central Control Operator	2561180055	$51,570.00	256118 to 256100
Juv Supervision Officer	2561180056	$51,570.00	256118 to 256100
Laundry Manager	2561180058	$53,849.00	256118 to 256100
TEMP Juv Supervision Officer	2561180500	$25,781.60	256118 to 256100
TEMP Juv Supervision Officer	2561180501	$25,781.60	256118 to 256100
TEMP Juv Probation Officer	2561180502	$56,243.20	256118 to 256100
TEMP Juv Probation Officer	2561180503	$56,243.20	256118 to 256100
TEMP Juv Supervision Officer	2561180504	$56,243.20	256118 to 256100

TEMP Juv Supervision Officer	2561180505	$56,243.20	256118 to 256100
TEMP Juv Supervision Officer	2561180506	$56,243.20	256118 to 256100
		$1,999,986.90	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	169,230.00
County Paid Health Ins Premium	5151000	30,675.00
Medicare FICA Payments	5152102	2,454.00
TCDRS	5153000	20,088.00
Worker's Compensation	5156000	965.00
Alternate Plan	5154000	13,280.00
Unemployment	5155000	187.00
	FY 2025 Fiscal Impact	236,879.00

FY 2026 Fiscal Impact
2,799,445.00

Department Name:	Fund Cost Center:
Juvenile Justice	1202 256100

Current Position Title	PSN	Salary	Comment
Juv Supervision Officer	2561190023	$51,570.00	256119 to 256100
Juv Supervision Officer	2561190034	$51,570.00	256119 to 256100
Juv Supervision Officer	2561190036	$53,849.00	256119 to 256100
Juv Supervision Officer	2561190040	$51,570.00	256119 to 256100
Juv Supervision Officer	2561190042	$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100050	$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100295	$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100294	$51,570.00	256119 to 256100
		$414,839.00	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	35,102.00
County Paid Health Ins Premium	5151000	6,458.00
Medicare FICA Payments	5152102	510.00
TCDRS	5153000	4,167.00
Worker's Compensation	5156000	204.00
Alternate Plan	5154000	2,755.00
Unemployment	5155000	39.00
	FY 2025 Fiscal Impact	49,235.00

FY 2026 Fiscal Impact
581,827.00

Department Name:	Fund Cost Center:
Post Program	1202 256119

Current Position Title	PSN	Salary	Comment
Juv Supervision Officer	2561190023	-$51,570.00	256119 to 256100
Juv Supervision Officer	2561190034	-$51,570.00	256119 to 256100
Juv Supervision Officer	2561190036	-$53,849.00	256119 to 256100
Juv Supervision Officer	2561190040	-$51,570.00	256119 to 256100
Juv Supervision Officer	2561190042	-$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100050	-$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100295	-$51,570.00	256119 to 256100
Temp Juv Supervision Officer	P100294	-$51,570.00	256119 to 256100
		-$414,839.00	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(35,102.00)
County Paid Health Ins Premium	5151000	(6,458.00)
Medicare FICA Payments	5152102	(510.00)
TCDRS	5153000	(4,167.00)
Worker's Compensation	5156000	(204.00)
Alternate Plan	5154000	(2,755.00)
Unemployment	5155000	(39.00)
	FY 2025 Fiscal Impact	(49,235.00)

FY 2026 Fiscal Impact
(581,827.00)

Department Name:	Fund Cost Center:
Juvenile Justice Alternate Education Program	1202 256155

Current Position Title	PSN	Salary	Comment
Admin Assistant I	2561550081	$44,961.00	256155 to 256100
		$44,961.00	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts for Creation	FY25 Prorated Amounts for Deletion (50% Split)	FY25 Prorated Amounts for Deletion(25% Split)	FY25 Prorated Amounts for Deletion(25% Split)
Salary	5100000	3,805.00	(1,902.50)	(951.25)	(951.25)
County Paid Health Ins Premium	5151000	808.00	(404.00)	(202.00)	(202.00)
Medicare FICA Payments	5152102	56.00	(28.00)	(14.00)	(14.00)
TCDRS	5153000	452.00	(226.00)	(113.00)	(113.00)
Worker's Compensation	5156000	26.00	(13.00)	(6.50)	(6.50)
Alternate Plan	5154000	299.00	(149.50)	(74.75)	(74.75)
Unemployment	5155000	5.00	(2.50)	(1.25)	(1.25)
	FY 2025 Fiscal Impact	5,451.00	(2,725.50)	(1,362.75)	(1,362.75)

FY 2026 Fiscal Impact
64,369.00

Department Name:	Fund Cost Center:
Juvenile Justice Alternate Education Program	1202 256155

Current Position Title	PSN	Salary	Comment
JJAEP Coordinator	2561550068	-$61,414.64	256155 to 256100
		-$61,414.64	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	(5,197.00)
County Paid Health Ins Premium	5151000	(808.00)
Medicare FICA Payments	5152102	(76.00)
TCDRS	5153000	(617.00)
Worker's Compensation	5156000	(26.00)
Alternate Plan	5154000	(408.00)
Unemployment	5155000	(6.00)
	FY 2025 Fiscal Impact	(7,138.00)

FY 2026 Fiscal Impact
(84,324.00)

Department Name:	Fund Cost Center:
Juvenile Justice	1202 256100

Current Position Title	PSN	Salary	Comment
JJAEP Coordinator	2561550068	$61,414.64	256155 to 256100
		$61,414.64	

Start Date	9/1/2025
End of Fiscal Year	9/30/2025
Net Work Days	22

Object Code Name	Object Code Account	FY25 Prorated Amounts
Salary	5100000	5,197.00
County Paid Health Ins Premium	5151000	808.00
Medicare FICA Payments	5152102	76.00
TCDRS	5153000	617.00
Worker's Compensation	5156000	26.00
Alternate Plan	5154000	408.00
Unemployment	5155000	6.00
	FY 2025 Fiscal Impact	7,138.00

FY 2026 Fiscal Impact
84,324.00

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
41.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Public hearing on the proposed FY2026 County Budget

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:20 pm

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
42.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Adoption of the FY2026 County Budget

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:21 pm

GALVESTON COUNTY, TEXAS
COMMISSIONERS COURT
43.

722 Moody
County Courthouse
Galveston, TX 77550
(409) 766-2244

Adoption of the 2025 Tax Levy

Approval History

Seq #	Approver	Action	Action Date
1	Dianna Martinez	Approve	8/22/25 4:22 pm