

Sutton County Commissioners Court

SPECIAL MEETING

Monday, January 22, 2024 at 9:00 a.m.

Sutton County Annex Meeting Room, 300 E. Oak, Sonora TX 76950

Joseph Harris
County Judge

Lee Bloodworth
Commissioner
Precinct 1

Bob Brockman
Commissioner
Precinct 2

Carl Teaff
Commissioner
Precinct 3

Harold Martinez
Commissioner
Precinct 4

Members of the public may give comment before the Commissioners Court on any item on this agenda. Please note that members of the public may not communicate to the court about any other subject not specifically mentioned on this agenda. Members of the Commissioners Court cannot discuss, deliberate, or act on any item or topic not scheduled on this agenda in accordance with existing law.

BUSINESS

- 1 Determination of quorum and call to order
- 2 Invocation and Pledge of Allegiance
- 3 Public Comment

AGENDA

Receive reports of the following:

- 4 Community Supervision Corrections Department-Wendy Geaslin
- 5 Tax Assessor/Collector-Kathy Sanchez Marshall
- 6 Senior Center-Armie Sanchez
- 7 County Commissioners
Lee Bloodworth, Precinct 1
Bob Brockman, Precinct 2
Carl Teaff, Precinct 3
Harold Martinez, Precinct 4
- 8 County Judge-Joseph Harris

Deliberate, Consider and take appropriate action regarding the following:

- 9 Accounts Payable-Maura Weingart
- 10 Treasurer's Report-Janell Martin
- 11 Annual review of county investment policy for 2024-2025
- 12 Civic center fee waiver request for candidate forum on February 15, 2024-Michele Bischoffberger
- 13 Civic Center fee waiver request for Groundwater Management Area 7 district meeting-Meredith Allen
- 14 Clarification of Sutton County Subdivision regulations
- 15 Review and possible action of Triun's presentation on financing capital projects
- 16 Approval to contract with Democratic and Republican parties for use of election equipment for the March 5, 2024 primary election and May 28, 2024 primary run off if ordered-Pam Thorp
- 17 Appoint precinct election judges and alternate election judges-Pam Thorp

- 18 Homeland Safety Systems install of surveillance system in Courthouse and Annex buildings-DuWayne Castro/Cody Gann
- 19 Interlocal agreements with City of Sonora-Joseph Harris
- 20 Permits for installation of county right of way for pipeline and utility crossings and associated costs-Joseph Harris
- 21 County website and email service with Texas Association of Counties-Joseph Harris
- 22 Update on courthouse elevator-Joseph Harris

EXECUTIVE SESSION

- Note 1 Texas Government code 551.071, Consultation with Attorney
Note 2 Texas Government code 551.072, Real Property
Note 3 Texas Government code 551.074, Personnel Matters
Note 4 Texas Government code 551.076, Security
Note 5 Texas Government code 551.087, Economic Development Negotiations
Note 6 Texas Government code 551.089, IT Security

The County Commissioners Court of Sutton County reserves the right to adjourn into executive sessions at any time during this meeting to discuss any of the matters listed below. The Court may also consider any other matter posted on the agenda if there are issues that require consideration in Executive Session and the court announces that the item will be considered during Executive Session.

RECONVENE

- 23 Adjournment



JOSEPH HARRIS, County Judge

POSTED ON THE BULLETIN BOARD IN THE COURTHOUSE ANNEX BUILDING and the SUTTON COUNTY WEB PAGE www.co.sutton.tx.us this the 18th day of January 2024.



PAM THORP, County Clerk

COMMISSIONERS COURT SPECIAL MEETING

JANUARY 22, 2024

GENERAL:

CHASE CARD	VEH. MAINTENANCE, TRAVEL, OFFICE SUPPLIES (AG)	\$ 147.76-	CK 29213
HIGHWAY FUND	VEHICLE REGISTRATION (CTH)	\$ 7.50-	CK 29214
HIGHWAY FUND	VEHICLE REGISTRATION (CIV CTR)	\$ 15.00-	CK 29215

TOTAL \$ 170.26

ARPA:

ATLAS ELECTRIC	HANDICAP DOOR MAINTENANCE (LIBRARY)	\$ 321.15-	CK 1039
ATLAS ELECTRIC	HANDICAP DOOR MAINTENANCE (CIV CTR)	\$ 258.65	
ATLAS ELECTRIC	HANDICAP DOOR MAINTENANCE (CTH)	\$ 536.75	

TOTAL \$ 1,116.55

FMFC:

TXTAG	TOLLWAY CHARGE	\$ 3.45-	CK 52147
JOHN DEERE	SKID STEER LEASE	\$ 2,080.57-	CK 52148

TOTAL \$ 2,084.02

TOTAL \$ 3,370.83

Line-item Transfer Amendment


Date: 1-11-2024

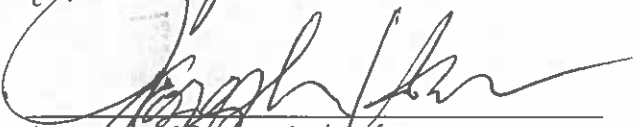
Honorable Commissioners Court of Sutton County:

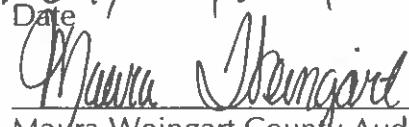
I submit to you for your consideration the following line-item transfers:

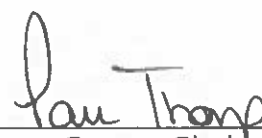
	FUND	DEPT.	ACCT.	AMT.
From:	<u>Repairs/Eqpt/Vehicles</u>	<u>Road & Bridge</u>	<u>15-5-611-4500 -</u>	<u>< 5,000 - ></u>
	<u>Operating Supplies</u>	<u>" "</u>	<u>15-5-611-3300</u>	<u>< 3,199 - ></u>
To:	<u>Heater /Repairs</u>	<u>Road & Bridge</u>	<u>15-5-611-4557</u>	<u>8199.00</u>

Reason: Heater @ Warehouse quit working - need to replace immediately due to cold weather coming in next week


Department Head


Approved: County Judge for Commissioners Court

1/22/2024
Date

Maura Weingart-County Auditor


Attest: County Clerk

1/22/2024
Date
1-22-2024
Date

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1658	SONORA BANK									
I	SDB 0544	SONORA BANK	10		R	1/22/2024		50.00	50.00	50.00CR
				REG. CHECK				50.00	50.00CR	0.00

01-1607	ADVANCED SERVICE GROUP									
I	213685	ADVANCED SERVICE GROUP	10		R	1/22/2024		722.94	722.94	722.94CR
				REG. CHECK				722.94	722.94CR	0.00
I	213689	ADVANCED SERVICE GROUP	10		R	1/22/2024		3,686.32	3,686.32	3,686.32CR
				REG. CHECK				3,686.32	3,686.32CR	0.00

01-1558	ANGELO PLUMBING SUPPLY INC									
I	1669907	ANGELO PLUMBING SUPPLY INC	10		R	1/22/2024		19.17	19.17	19.17CR
				REG. CHECK				19.17	19.17CR	0.00

01-1037	APPLIED CONCEPTS, INC									
I	431048	APPLIED CONCEPTS, INC	10		R	1/22/2024		547.92	547.92	547.92CR
				REG. CHECK				547.92	547.92CR	0.00
I	431049	APPLIED CONCEPTS, INC	10		R	1/22/2024		105.21	105.21	105.21CR
				REG. CHECK				105.21	105.21CR	0.00

01-1043	AT&T MOBILITY									
I	287288084553	AT&T MOBILITY	10		R	1/22/2024		751.65	751.65	751.65CR
				REG. CHECK				751.65	751.65CR	0.00
I	287294874126	AT&T MOBILITY	10		R	1/22/2024		48.33	48.33	48.33CR
				REG. CHECK				48.33	48.33CR	0.00

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
(CONT)										
01-1043	AT&T MOBILITY	AT&T MOBILITY	10		R	1/22/2024		54.33	54.33CR	
I 287306254646								54.33		
I 287326365520	AT&T MOBILITY	AT&T MOBILITY	10		R	1/22/2024		43.24	43.24CR	
								43.24		
				REG. CHECK				897.55	897.55CR	0.00
								897.55	0.00	

01-1048	BAKER & TAYLOR, INC.	BAKER & TAYLOR, INC.	10		R	1/22/2024		35.69	35.69CR	
I 5018697059								35.69		
				REG. CHECK				35.69	35.69CR	0.00
								35.69	0.00	

01-1050	BEN E KEITH-DFW	BEN E KEITH-DFW	10		R	1/22/2024		1,243.95	1,243.95CR	
I 12378183								1,243.95		
				REG. CHECK				1,243.95	1,243.95CR	0.00
								1,243.95	0.00	

01-1	BEVERLY MARIAH ALDAPE	BEVERLY MARIAH ALDAPE:	10		R	1/22/2024		10.00	10.00CR	
I 2023-156067								10.00		
				REG. CHECK				10.00	10.00CR	0.00
								10.00	0.00	

01-1060	BILL WILLIAMS TIRE CENTER	BILL WILLIAMS TIRE CENTER	10		R	1/22/2024		884.20	884.20CR	
I 24-0961401-002								884.20		
I 24-0961402-002	BILL WILLIAMS TIRE CENTER	BILL WILLIAMS TIRE CENTER	10		R	1/22/2024		442.10	442.10CR	
								442.10		
				REG. CHECK				1,326.30	1,326.30CR	0.00
								1,326.30	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1067 BREWER REFRIGERATION

I	365325	BREWER REFRIGERATION	10		R	1/22/2024		93.00	93.00CR	0.00
				REG. CHECK				93.00	93.00CR	0.00

01-1095 CHRISTINE SANCHEZ

I	SD&P 1/15/24	CHRISTINE SANCHEZ	10		R	1/22/2024		45.00	45.00CR	0.00
I	TFTT 1/2/24	CHRISTINE SANCHEZ	10		R	1/22/2024		7.00	7.00CR	0.00
				REG. CHECK				52.00	52.00CR	0.00
								52.00	0.00	0.00

01-1107 CONCHO VALLEY TRANSIT DISTR

I	JAN. 2024 SU	CONCHO VALLEY TRANSIT DISTR 10	10		R	1/22/2024		3,141.33	3,141.33CR	0.00
				REG. CHECK				3,141.33	3,141.33CR	0.00
								3,141.33	0.00	0.00

01-1469 CROCKETT COUNTY

I	CROCKETT INS 2023	CROCKETT COUNTY	10		R	1/22/2024		2,310.92	2,310.92CR	0.00
				REG. CHECK				2,310.92	2,310.92CR	0.00
								2,310.92	0.00	0.00

01-1128 DEMCO

I	7422391	DEMCO	10		R	1/22/2024		191.92	191.92CR	0.00
				REG. CHECK				191.92	191.92CR	0.00
								191.92	0.00	0.00

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VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1129 DEVILS RIVER AUTO PARTS

I 15338-128248		DEVILS RIVER AUTO PARTS	10		R	1/22/2024		55.41		55.41CR
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I 15338-128326		DEVILS RIVER AUTO PARTS	10		R	1/22/2024		154.72		154.72CR
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				REG. CHECK				210.13		210.13CR
								210.13	0.00	0.00

01-1133 DOYLE MORGAN INSURANCE

I 300449		DOYLE MORGAN INSURANCE	10		R	1/22/2024		87.50		87.50CR
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				REG. CHECK				87.50		87.50CR
								87.50	0.00	0.00

01-1665 FIRESTONE SAN ANGELO SOUTH

I 1/15/24 SO		FIRESTONE SAN ANGELO SOUTH	10		R	1/22/2024		114.99		114.99CR
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				REG. CHECK				114.99		114.99CR
								114.99	0.00	0.00

01-1161 FMFC FUND

I 143-3911		FMFC FUND	10		R	1/22/2024		70.92		70.92CR
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I 143-3912		FMFC FUND	10		R	1/22/2024		70.92		70.92CR
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I 143-3912 #283		FMFC FUND	10		R	1/22/2024		926.73		926.73CR
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I CSCD 01/2024		FMFC FUND	10		R	1/22/2024		44.06		44.06CR
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I SO 143-3909		FMFC FUND	10		R	1/22/2024		790.35		790.35CR
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I SO DIESEL 1/10/24		FMFC FUND	10		R	1/22/2024		180.21		180.21CR
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				REG. CHECK				2,083.19		2,083.19CR
								2,083.19	0.00	0.00

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01-1465		GALLIS , LLC. DBA MILLER UNI								
I	026555303	GALLIS , LLC. DBA MILLER UNI 10			R	1/22/2024		89.93	89.93CR	0.00
				REG. CHECK				89.93	89.93CR	0.00
								89.93	0.00	

01-1174		GEORGE E SMITH ESTATE								
I	CSCD RENT 01/24	GEORGE E SMITH ESTATE 10			R	1/22/2024		500.00	500.00CR	0.00
				REG. CHECK				500.00	500.00CR	0.00
								500.00	0.00	

01-1178		GONZALO P RIOS								
I	CV06434	GONZALO P RIOS 10			R	1/22/2024		1,950.00	1,950.00CR	0.00
				REG. CHECK				1,950.00	1,950.00CR	0.00
								1,950.00	0.00	

01-1180		GREAT AMERICA LEASING CORP								
I	35505328	GREAT AMERICA LEASING CORP 10			R	1/22/2024		178.41	178.41CR	
								178.41		
I	35616768	GREAT AMERICA LEASING CORP 10			R	1/22/2024		299.56	299.56CR	
								299.56		
I	35632742	GREAT AMERICA LEASING CORP 10			R	1/22/2024		249.10	249.10CR	
								249.10		
				REG. CHECK				727.07	727.07CR	0.00
								727.07	0.00	

01-1440		HCTC (HILL COUNTRY TELECOM								
I	AG 01/2024	HCTC (HILL COUNTRY TELECOM 10			R	1/22/2024		101.35	101.35CR	
								101.35		
I	CLERK 12/2023	HCTC (HILL COUNTRY TELECOM 10			R	1/22/2024		129.95	129.95CR	
								129.95		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
-----01-1440 HCTC (HILL COUNTRY TELECOM(CONT))-----										
I	CSCD 12/2023	HCTC (HILL COUNTRY TELECOM 10			R	1/22/2024		145.45	145.45	
I	HCFC 12-2023	HCFC (HILL COUNTRY TELECOM 10			R	1/22/2024		778.86	778.86CR	
I	JP 01/2024	HCTC (HILL COUNTRY TELECOM 10			R	1/22/2024		145.45	145.45CR	
I	JUDGE 01/2024	HCFC (HILL COUNTRY TELECOM 10			R	1/22/2024		275.40	275.40CR	
I	LIBRARY 1/24	HCFC (HILL COUNTRY TELECOM 10			R	1/22/2024		235.45	235.45CR	
I	SO 1/24	HCFC (HILL COUNTRY TELECOM 10			R	1/22/2024		337.68	337.68CR	
I	TAX 01/2024	HCFC (HILL COUNTRY TELECOM 10			R	1/22/2024		173.45	173.45CR	
								2,323.04	2,323.04CR	0.00
								2,323.04	0.00	
-----01-1452 JANELL S MARTIN-----										
I	USPS 1/10/24	JANELL S MARTIN			R	1/22/2024		8.56	8.56CR	
								8.56		0.00
								8.56	8.56CR	0.00
								8.56	0.00	
-----01-1240 K& J CONTROL, INC-----										
I	150726	K& J CONTROL, INC			R	1/22/2024		50.00	50.00CR	
I	150727	K& J CONTROL, INC			R	1/22/2024		60.00	60.00CR	
I	151356	K& J CONTROL, INC			R	1/22/2024		65.00	65.00CR	
								175.00	175.00CR	0.00
								175.00	0.00	

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01-1666		LEAL & CARTER, P.C.								
I 11-23-18541		LEAL & CARTER, P.C.	10		R	1/22/2024		3,000.00	3,000.00CR	
				REG. CHECK				3,000.00	3,000.00CR	0.00
								3,000.00	0.00	

01-1261 LEO'S TIRE SERVICE

I 5444		LEO'S TIRE SERVICE	10		R	1/22/2024		7.00	7.00CR	
I 5455		LEO'S TIRE SERVICE	10		R	1/22/2024		7.00	7.00CR	
				REG. CHECK				14.00	14.00CR	0.00
								14.00	0.00	

01-1265 LONGHORN OFFICE PRODUCTS

I 514494-0		LONGHORN OFFICE PRODUCTS	10		R	1/22/2024		23.16	23.16CR	
I 514519-0		LONGHORN OFFICE PRODUCTS	10		R	1/22/2024		92.37	92.37CR	
I 515152-0		LONGHORN OFFICE PRODUCTS	10		R	1/22/2024		7.09	7.09CR	
I 515335-0		LONGHORN OFFICE PRODUCTS	10		R	1/22/2024		145.94	145.94CR	
				REG. CHECK				268.56	268.56CR	0.00
								268.56	0.00	

01-1 LORI KAY CAREY

I 2023-155434		LORI KAY CAREY:	10		R	1/22/2024		20.00	20.00CR	
				REG. CHECK				20.00	20.00CR	0.00
								20.00	0.00	

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01-1316		LOWES PAY AND SAVE								
I	240104362210	LOWES PAY AND SAVE			R	1/22/2024		5.49	5.49CR	
I	CSCD 12/12/2023	LOWES PAY AND SAVE			R	1/22/2024		42.46	42.46CR	
I	JAIL 12/2023	LOWES PAY AND SAVE			R	1/22/2024		464.30	464.30CR	
				REG. CHECK				512.25	512.25CR	0.00
								512.25	0.00	

01-1		MARCOS MARES ART STUDIO								
I	#001	MARCOS MARES ART STUDIO:			R	1/22/2024		250.00	250.00CR	
				REG. CHECK				250.00	250.00CR	0.00
								250.00	0.00	

01-1279		MASTERCARD CARD SERVICE CEN								
I	STATEMENT 01/24	MASTERCARD CARD SERVICE CEN 10			R	1/22/2024		1,186.34	1,186.34CR	
				REG. CHECK				1,186.34	1,186.34CR	0.00
								1,186.34	0.00	

01-1280		MAURA WEINGART								
I	REIM. 1/5/2024	MAURA WEINGART			R	1/22/2024		13.05	13.05CR	
				REG. CHECK				13.05	13.05CR	0.00
								13.05	0.00	

01-1282		MAYFIELD PAPER COMPANY								
I	4020802	MAYFIELD PAPER COMPANY			R	1/22/2024		117.70	117.70CR	
				REG. CHECK				117.70	117.70CR	0.00
								117.70	0.00	

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)1-1284 MCCREARY VESEIKA BRAGG & AL										
I	279807-279808	MCCREARY VESEIKA BRAGG & AL	10		R	1/22/2024		14,067.43	14,067.43CR	
				REG. CHECK				14,067.43	14,067.43CR	0.00
								14,067.43	0.00	

)1-1619 OFFICE FURNITURE DISCOUNTER										
I	17997	OFFICE FURNITURE DISCOUNTER	10		R	1/22/2024		299.00	299.00CR	
				REG. CHECK				299.00	299.00CR	0.00
								299.00	0.00	

)1-1377 PAMELA THORP										
I	AMAZON 1/11/2024	PAMELA THORP	10		R	1/22/2024		9.99	9.99CR	
								9.99		
I	PARKER 1/9/2024	PAMELA THORP	10		R	1/22/2024		13.53	13.53CR	
				REG. CHECK				23.52	23.52CR	0.00
								23.52	0.00	

)1-1054 PARKER LUMBER										
I	26881355	PARKER LUMBER	10		R	1/22/2024		16.99	16.99CR	
								16.99		
I	26935920	PARKER LUMBER	10		R	1/22/2024		6.76	6.76CR	
								66.96	66.96CR	
I	5295308	PARKER LUMBER	10		R	1/22/2024		5.29	5.29CR	
								5.29		
I	5295460	PARKER LUMBER	10		R	1/22/2024		16.99	16.99CR	
								16.99		
I	5311175	PARKER LUMBER	10		R	1/22/2024		12.99	12.99CR	
								12.99		
I	5324891	PARKER LUMBER	10		R	1/22/2024		12.99	12.99CR	
								12.99		

-----)1-1054 PARKER LUMBER (CONT)-----

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
I 5327569		PARKER LUMBER	10		R	1/22/2024		25.98	25.98CR	
I 5328683		PARKER LUMBER	10		R	1/22/2024		71.15	71.15CR	
I 5330074		PARKER LUMBER	10		R	1/22/2024		22.84	22.84CR	
I 5330746		PARKER LUMBER	10		R	1/22/2024		17.67	17.67CR	
I 5340660		PARKER LUMBER	10		R	1/22/2024		27.86	27.86CR	
I 5343035		PARKER LUMBER	10		R	1/22/2024		16.47	16.47CR	
I 5345722		PARKER LUMBER	10		R	1/22/2024		98.88	98.88CR	
I 5345737		PARKER LUMBER	10		R	1/22/2024		60.46	60.46CR	
I 5346389		PARKER LUMBER	10		R	1/22/2024		16.47	16.47CR	
I 5354059		PARKER LUMBER	10		R	1/22/2024		56.11	56.11CR	
I 5354092		PARKER LUMBER	10		R	1/22/2024		23.96	23.96CR	
I 5354305		PARKER LUMBER	10		R	1/22/2024		18.99	18.99CR	
I 5357025		PARKER LUMBER	10		R	1/22/2024		4.99	4.99CR	
I 5357784		PARKER LUMBER	10		R	1/22/2024		0.99	0.99CR	
I 5361625		PARKER LUMBER	10		R	1/22/2024		48.48	48.48CR	
I 5364538		PARKER LUMBER	10		R	1/22/2024		0.57	0.57CR	

REG. CHECK 637.85 637.85CR 0.00

VENDOR SEQUENCE

TENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

11-1430		PHARM HOUSE PIERCE SONORA								
I	JAIL 1/24	PHARM HOUSE PIERCE SONORA	10		R	1/22/2024		64.41	64.41CR	
								64.41		
I	JAIL 12/23	PHARM HOUSE PIERCE SONORA	10		R	1/22/2024		62.23	62.23CR	
								62.23		
				REG. CHECK				126.64	126.64CR	0.00
								126.64	0.00	

11-1090		QUILL CORPORATION								
I	36331467	QUILL CORPORATION	10		R	1/22/2024		40.99	40.99CR	
								40.99		
I	36336400	QUILL CORPORATION	10		R	1/22/2024		329.05	329.05CR	
								329.05		
I	36351387	QUILL CORPORATION	10		R	1/22/2024		51.96	51.96CR	
								51.96		
I	36645709	QUILL CORPORATION	10		R	1/22/2024		16.68	16.68CR	
								16.68		
				REG. CHECK				438.68	438.68CR	0.00
								438.68	0.00	

11-1623		RJL RENOVATIONS, LLC								
I	1171	RJL RENOVATIONS, LLC	10		R	1/22/2024		27,250.00	27,250.00CR	
								27,250.00		
I	1171 EXTRA	RJL RENOVATIONS, LLC	10		R	1/22/2024		8,675.25	8,675.25CR	
								8,675.25		
				REG. CHECK				35,925.25	35,925.25CR	0.00
								35,925.25	0.00	

11-1664		SCHLEICHER COUNTY MEDICAL C								
I	1/2/24 JAIL	SCHLEICHER COUNTY MEDICAL C 10	10		R	1/22/2024		1,079.00	1,079.00CR	
								1,079.00		
				REG. CHECK				1,079.00	1,079.00CR	0.00
								1,079.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
)1-1386 SNIDER TECHNOLOGY										
I 35442		SNIDER TECHNOLOGY	10		R	1/22/2024		240.00	240.00CR	0.00
								240.00		
I 35449		SNIDER TECHNOLOGY	10		R	1/22/2024		225.00	225.00CR	0.00
								225.00		
				REG. CHECK				465.00	465.00CR	0.00
								465.00	0.00	
)1-1182 SONORA TIRE SERVICE										
I 94865		SONORA TIRE SERVICE	10		R	1/22/2024		257.90	257.90CR	0.00
								257.90		
				REG. CHECK				257.90	257.90CR	0.00
								257.90	0.00	
)1-1657 SOSTENENES MIRELES II, S.C										
I 2023-905965		SOSTENENES MIRELES II, S.C	10		R	1/22/2024		810.00	810.00CR	0.00
								810.00		
				REG. CHECK				810.00	810.00CR	0.00
								810.00	0.00	
)1-1186 SOUTHWEST TEXAS ELECTRIC CO										
I 109822248		SOUTHWEST TEXAS ELECTRIC CO	10		R	1/22/2024		44.68	44.68CR	0.00
								44.68		
				REG. CHECK				44.68	44.68CR	0.00
								44.68	0.00	
)1-1189 STEPHANIE GOODMAN										
I 02782		STEPHANIE GOODMAN	10		R	1/22/2024		3,037.00	3,037.00CR	0.00
								3,037.00		
				REG. CHECK				3,037.00	3,037.00CR	0.00
								3,037.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
01-1547 STERLING COMMISSARY, LLC										
I	34095	STERLING COMMISSARY, LLC	10		R	1/22/2024		5.10	5.10CR	
								5.10		
I	34210	STERLING COMMISSARY, LLC	10		R	1/22/2024		10.20	10.20CR	
								10.20		
				REG. CHECK				15.30	15.30CR	0.00
								15.30	0.00	

01-1211 SUTTON APPRAISAL DISTRICT										
I	QTYL	PAYMENT	SUTTON APPRAISAL DISTRICT	10	R	1/22/2024		47,736.37	47,736.37CR	
								47,736.37		
				REG. CHECK				47,736.37	47,736.37CR	0.00
								47,736.37	0.00	

01-1 TEXAS PARKS & WILDLIFE										
I	2023-155891	TEXAS PARKS & WILDLIFE:	10		R	1/22/2024		130.90	130.90CR	
								130.90		
				REG. CHECK				130.90	130.90CR	0.00
								130.90	0.00	

01-1231 TEXAS WILDLIFE DAMAGE MANGE										
I	255659	TEXAS WILDLIFE DAMAGE MANGE	10		R	1/22/2024		9,600.00	9,600.00CR	
								9,600.00		
				REG. CHECK				9,600.00	9,600.00CR	0.00
								9,600.00	0.00	

01-1233 THE CITY OF SONORA										
I	CIV	CTR 12/2023	THE CITY OF SONORA	10	R	1/22/2024		367.26	367.26CR	
								367.26		
I	CSCD	12/2023	THE CITY OF SONORA	10	R	1/22/2024		254.48	254.48CR	
								254.48		
I	CTH	12/2023	THE CITY OF SONORA	10	R	1/22/2024		937.17	937.17CR	
								937.17		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-1233		THE CITY OF SONORA (CONT)								
I METER 1212		THE CITY OF SONORA	10		R	1/22/2024		110.82	110.82CR	
I METER 126011		THE CITY OF SONORA	10		R	1/22/2024		528.70	528.70CR	
I METER 4089		THE CITY OF SONORA	10		R	1/22/2024		584.06	584.06CR	
I METER 535		THE CITY OF SONORA	10		R	1/22/2024		150.41	150.41CR	
I METER 63		THE CITY OF SONORA	10		R	1/22/2024		254.48	254.48CR	
I PARK		THE CITY OF SONORA	10		R	1/22/2024		305.72	305.72CR	
				REG. CHECK				3,493.10	3,493.10CR	0.00
								3,493.10	0.00	

01-1559		THOMAS EDGAR JACKSON								
I 23218DCCR00004		THOMAS EDGAR JACKSON	10		R	1/22/2024		500.00	500.00CR	
				REG. CHECK				500.00	500.00CR	0.00
								500.00	0.00	

01-1250		THOMPSON REUTERS WEST PAYME								
I 849306678		THOMPSON REUTERS WEST PAYME	10		R	1/22/2024		102.00	102.00CR	
				REG. CHECK				102.00	102.00CR	0.00
								102.00	0.00	

01-1481		TIMECLOCK PLUS LLC								
I 00318997		TIMECLOCK PLUS LLC	10		R	1/22/2024		1,925.00	1,925.00CR	
				REG. CHECK				1,925.00	1,925.00CR	0.00
								1,925.00	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1256 TOTAL OFFICE SOLUTION										
	I EA381723	TOTAL OFFICE SOLUTION	10		R	1/22/2024		158.45	158.45	
	I EA382293	TOTAL OFFICE SOLUTION	10		R	1/22/2024		160.98	160.98	
	I EA382294	TOTAL OFFICE SOLUTION	10		R	1/22/2024		68.31	68.31	
	I EA382295	TOTAL OFFICE SOLUTION	10		R	1/22/2024		76.32	76.32	
	I EA382297	TOTAL OFFICE SOLUTION	10		R	1/22/2024		51.71	51.71	
	I EA382819	TOTAL OFFICE SOLUTION	10		R	1/22/2024		119.19	119.19	
	I EA382849	TOTAL OFFICE SOLUTION	10		R	1/22/2024		75.48	75.48	
	I EA383257	TOTAL OFFICE SOLUTION	10		R	1/22/2024		97.88	97.88	
		REG. CHECK						808.32	808.32	0.00

01-1494 TXU ENERGY										
	I 052003577005	TXU ENERGY	10		R	1/22/2024		440.50	440.50	
	I 052003577191	TXU ENERGY	10		R	1/22/2024		946.50	946.50	
	I 052003582523	TXU ENERGY	10		R	1/22/2024		1,922.23	1,922.23	
	I 054006907226	TXU ENERGY	10		R	1/22/2024		223.88	223.88	
	I 054028776663	TXU ENERGY	10		R	1/22/2024		52.03	52.03	
	I CSCD 10/23	TXU ENERGY	10		R	1/22/2024		192.67	192.67	
		REG. CHECK						3,777.81	3,777.81	0.00

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING	
01-1267 UNIFIRST HOLDINGS LP											
	I 2910020501	UNIFIRST HOLDINGS LP	10		R	1/22/2024		16.20	16.20CR		
	I 2910021305	UNIFIRST HOLDINGS LP	10		R	1/22/2024		19.52	19.52CR		
	I 2910022074	UNIFIRST HOLDINGS LP	10		R	1/22/2024		16.20	16.20CR		
	I 2910025990	UNIFIRST HOLDINGS LP	10		R	1/22/2024		19.52	19.52CR		
	I 2910025992	UNIFIRST HOLDINGS LP	10		R	1/22/2024		37.16	37.16CR		
	I 2910026799	UNIFIRST HOLDINGS LP	10		R	1/22/2024		16.20	16.20CR		
	I 2910026800	UNIFIRST HOLDINGS LP	10		R	1/22/2024		51.86	51.86CR		
	I 2910026807	UNIFIRST HOLDINGS LP	10		R	1/22/2024		75.82	75.82CR		
	I 2910026808	UNIFIRST HOLDINGS LP	10		R	1/22/2024		19.52	19.52CR		
	I 2910026809	UNIFIRST HOLDINGS LP	10		R	1/22/2024		16.20	16.20CR		
	I 2910026810	UNIFIRST HOLDINGS LP	10		R	1/22/2024		37.16	37.16CR		
								REG. CHECK	325.36	325.36CR	0.00
									0.00		
01-1407 VGI TECHNOLOGY											
	I 1135958	VGI TECHNOLOGY	10		R	1/22/2024		30.00	30.00CR		
								REG. CHECK	30.00	30.00CR	0.00
									0.00		

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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1-1292 WEST TEXAS STEEL & SUPPLY I

I 589279		WEST TEXAS STEEL & SUPPLY I 10			R	1/22/2024		798.10	798.10CR	
								798.10		

I 589281-589278		WEST TEXAS STEEL & SUPPLY I 10			R	1/22/2024		2,290.02	2,290.02CR	
								2,290.02		

				REG. CHECK				3,088.12	3,088.12CR	0.00
								3,088.12	0.00	

1-1376 WTG FUELS, INC.

I 162787		WTG FUELS, INC.			R	1/22/2024		1,180.45	1,180.45CR	
								1,180.45		

				REG. CHECK				1,180.45	1,180.45CR	0.00
								1,180.45	0.00	

1-1296 XEROX FINANCIAL SERVICES

I 5213621		XEROX FINANCIAL SERVICES			R	1/22/2024		114.02	114.02CR	
								114.02		

				REG. CHECK				114.02	114.02CR	0.00
								114.02	0.00	

REPORT TOTALS

FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
10	GENERAL FUND	151,789.97CR
91	EQUIPMENT REPL FUND	6,334.26CR
** TOTALS **		158,124.23CR

TYPE OF CHECK TOTALS

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
DRAFTS		0.00	0.00	0.00
REG-CHECKS		158,124.23	158,124.23CR	0.00
EFT		0.00	0.00	0.00
NON-CHECKS		0.00	0.00	0.00
ALL CHECKS		158,124.23	158,124.23CR	0.00

TOTAL CHECKS TO PRINT: 62

ERRORS: 0 WARNINGS: 0

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
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01-1607		ADVANCED SERVICE GROUP								
	I	WAREHOUSE						8,198.50	8,198.50CR	
					R	1/22/2024		8,198.50		
				REG. CHECK				8,198.50	8,198.50CR	0.00

01-1067		BREWER REFRIGERATION								
	I	365326 BREWER REFRIGERATION						160.00	160.00CR	
					R	1/22/2024		160.00		
				REG. CHECK				160.00	160.00CR	0.00

01-1129		DEVILS RIVER AUTO PARTS								
	I	15338-127908 DEVILS RIVER AUTO PARTS						17.18	17.18CR	
					R	1/22/2024		17.18		
				REG. CHECK				17.18	17.18CR	0.00

01-1440		HCTC (HILL COUNTRY TELECOM								
	I	FMFC 01/2024 HCTC (HILL COUNTRY TELECOM						142.15	142.15CR	
					R	1/22/2024		142.15		
				REG. CHECK				142.15	142.15CR	0.00

01-1195		HOLT COMPANY OF TEXAS								
	I	PIAN0035091 HOLT COMPANY OF TEXAS						139.20	139.20CR	
					R	1/22/2024		139.20		
				REG. CHECK				139.20	139.20CR	0.00

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUE DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
01-1219 JET SPECIALTY, INC										
I	JET 12/2023	JET SPECIALTY, INC	15	REG. CHECK	R	1/22/2024		229.22	229.22CR	0.00
								229.22	0.00	
01-1659 MED SAN ANGELO										
I	60051329	MED SAN ANGELO	15	REG. CHECK	R	1/22/2024		10.56	10.56CR	0.00
								10.56	0.00	
01-1054 PARKER LUMBER										
I	5327806	PARKER LUMBER	15		R	1/22/2024		26.97	26.97CR	
								26.97		
I	5345756	PARKER LUMBER	15	REG. CHECK	R	1/22/2024		76.76	76.76CR	0.00
								76.76		
								103.73	103.73CR	0.00
								103.73	0.00	
01-1182 SONORA TIRE SERVICE										
I	94783	SONORA TIRE SERVICE	15	REG. CHECK	R	1/22/2024		55.00	55.00CR	0.00
								55.00	0.00	
								55.00	55.00CR	0.00
								55.00	0.00	
01-1331 SUTTON COUNTY										
I	TWC 01/24	SUTTON COUNTY	15	REG. CHECK	R	1/22/2024		1.40	1.40CR	0.00
								1.40	0.00	
								1.40	1.40CR	0.00
								1.40	0.00	

VENDOR SEQUENCE

VENDOR	ITEM NO#	DESCRIPTION	BANK	CHECK	STAT	DUO DT	DISC DT	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING

01-1233		THE CITY OF SONORA								
I METER	14437	THE CITY OF SONORA	15		R	1/22/2024		360.12	360.12CR	
								360.12		
I METER	1646	THE CITY OF SONORA	15		R	1/22/2024		185.20	185.20CR	
								185.20		
I METER	1704	THE CITY OF SONORA	15		R	1/22/2024		183.22	183.22CR	
								183.22		
				REG. CHECK				728.54	728.54CR	0.00
								728.54	0.00	

01-1267		UNIFIRST HOLDINGS LP								
I	2910025912	UNIFIRST HOLDINGS LP	15		R	1/22/2024		21.15	21.15CR	
								21.15		
I	2910026308	UNIFIRST HOLDINGS LP	15		R	1/22/2024		21.15	21.15CR	
								21.15		
				REG. CHECK				42.30	42.30CR	0.00
								42.30	0.00	

REPORT TOTALS
 FUND DISTRIBUTION

FUND NO#	FUND NAME	AMOUNT
15	ROAD & BRIDGE FUND	9,827.78CR
** TOTALS **		9,827.78CR

TYPE OF CHECK TOTALS

	NUMBER	GROSS BALANCE	PAYMENT DISCOUNT	OUTSTANDING
HAND CHECKS		0.00	0.00	0.00
DRAFTS		0.00	0.00	0.00
REG-CHECKS		9,827.78	9,827.78CR	0.00
EFT		0.00	0.00	0.00
NON-CHECKS		0.00	0.00	0.00
ALL CHECKS		9,827.78	9,827.78CR	0.00

TOTAL CHECKS TO PRINT: 12

ERRORS: 0 WARNINGS: 0



Janell S MARTIN
County Treasurer

SONORA, TEXAS 76950

THE STATE OF TEXAS
COUNTY OF SUTTON
AFFIDAVIT

FY 23-24 MONTHLY REPORT
DECEMBER 2023

The Treasurers' Monthly Report includes, but not limited to, money received and disbursed; and all other proceedings in the treasurer's office that pertain to the Financial Standing of Sutton County. {LGC 114.026(a)(b)}

The Treasurer's Books and the Auditor's General Ledger agree. The Bank Statements have been reconciled; any adjustments have been noted.

The affidavit must state the amount of the cash and other assets that are in the custody of the county treasurer at the time of the examination. {LGC 114.026 (d)} \$7,766,089.16 Month Ending Balance

The Treasurers' Monthly Report has been submitted and the Bank Reconciliations are pending review by Auditor. {LGC 114.026(b)}

All investments are in compliance with both the Public Funds Investment Act and the Sutton County Investment Policy. The investment strategy is passive, which maintains a liquid cash flow and safety of the investment as priorities. As your Treasurer, I keep a watchful eye to ensure that the "return of our principal" takes precedent over the "return on our principal". {GC 2256.023}

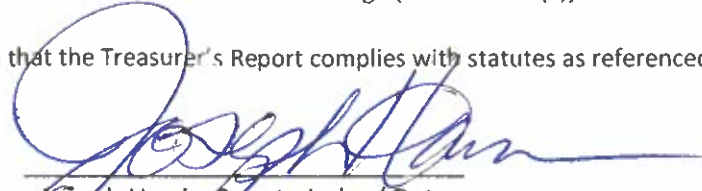
Therefore, Janell S. Martin, County Treasurer of Sutton County, Texas, who being fully sworn, upon oath says that the within and foregoing report is true and correct to the best of her knowledge.

Filed with accompanying data this 22nd day of January, 2024.



Janell Schniers Martin, Treasurer, Sutton County/ Date

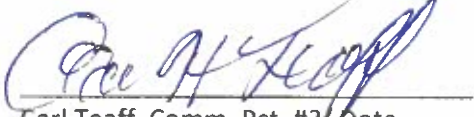
Commissioners' Court having reviewed the Treasurer's Report as presented, having taken reasonable steps to ensure its accuracy and based upon presentations of the Treasurer's Office approve the report, subject to the independent auditor's review and request that it be filed with the official minutes of the meeting. {LGC 114.026(c)}

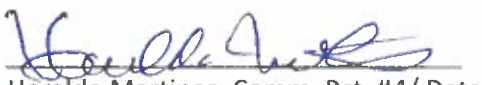
In Addition, the below signatures affirm that the Treasurer's Report complies with statutes as referenced. {LGC 114.026(d)}


Joseph Harris, County Judge/ Date


Lee Bloodworth, Comm. Pct. #1/ Date


Bob Brockman, Comm. Pct. #2/ Date


Carl Teaff, Comm. Pct. #3/ Date


Heraldo Martinez, Comm. Pct. #4/ Date

	BEGINNING BALANCE	TOTAL DEBITS	TOTAL CREDITS	ENDING BALANCE
GENERAL FUND				
10 -1051	2,274,306.58	615,006.28	438,870.60CR	2,450,442.26
10 -1060	0.00	0.00	0.00	0.00
10 -1070	4,205,286.12	0.00	0.00	4,205,286.12
FUND 10 TOTAL	6,479,592.70	615,006.28	438,870.60CR	6,655,728.38

ROAD & BRIDGE FUND				
15 -1050	458,558.01	99,301.23	26,789.34CR	531,069.90
15 -1051	236,069.06CR	14,333.88	54,755.34CR	276,490.52CR
15 -1060	266,540.12	528.63	0.00	267,068.75
15 -1070	300,000.00	0.00	0.00	300,000.00
FUND 15 TOTAL	789,029.07	114,163.74	81,544.68CR	821,648.13

DISTRICT ATTY HOT CK FUND				
40 -1050	40.00	0.00	0.00	40.00
FUND 40 TOTAL	40.00	0.00	0.00	40.00

AMERICAN RESCUE PLAN				
65 -1053	294,173.93	0.00	11,965.48CR	282,208.45
FUND 65 TOTAL	294,173.93	0.00	11,965.48CR	282,208.45

SUTTON COUNTY #911				
71 -1050	5,769.26	2.89	0.00	5,772.15
FUND 71 TOTAL	5,769.26	2.89	0.00	5,772.15

SHERIFF SEIZURE FUND				
89 -1050	653.14	0.00	0.00	653.14
89 -1070	0.00	0.00	0.00	0.00
FUND 89 TOTAL	653.14	0.00	0.00	653.14

APPELLATE COURT				
90 -1050	38.91	0.00	0.00	38.91
FUND 90 TOTAL	38.91	0.00	0.00	38.91

REPORT TOTALS	7,569,297.01	729,172.91	532,380.76CR	7,766,089.16
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Janell Schniers
County Treasurer

SONORA, TEXAS 76950

STATE OF TEXAS
COUNTY OF SUTTON

IN THE COMMISSIONERS COURT
SUTTON COUNTY, TEXAS

JANUARY 22, 2024

COMMISSIONERS COURT ORDER RE:
ANNUAL REVIEW OF INVESTMENT POLICY
2023-24

BE IT REMEMBERED AT A MEETING OF Commissioners Court of Sutton County, Texas held on the 12th of January 2009, the court adopted for implementation the County Investment Policy;

WHEREAS, the Commissioners Court has on this day reviewed and approved said policy with no additions or deletions,

NOW, THEREFORE, it is hereby ADJUDGED and DECREED that the Sutton County Treasurer, the investment officer, has complied with requirements as stated in LGC Sec. 2256.005 (e) by submitting for review the noted investment policy dated January 12, 2009.


ORDERED THIS 22ND day of January, 2024



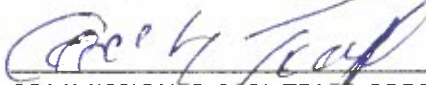
JUDGE JOSEPH HARRIS, COUNTY JUDGE



COMMISSIONER LEE BLOODWORTH, PRECINCT NO. 1 *9H*
County Clerk



COMMISSIONER BOB BROCKMAN, PRECINCT NO. 2



COMMISSIONER CARL TEAFF, PRECINCT NO. 3



COMMISSIONER HAROLD MARTINEZ, PRECINCT NO. 4

ATTESTED BY:



COUNTY CLERK, PAM THORP *Comm. Bloodworth* *9H*

SUTTON COUNTY RENTAL WAIVER REQUEST

Sutton County Republican Women is requesting rental fees waived for the

Name of Organization

Following Use of: _____ Civic Center

_____ Pavilion

_____ Arena

On Feb. 15, 2024, for the purpose of the event/function listed below:

Candidate forum - the following will be invited - Precinct 3, District Attorney, and State Representatives for 53.

Michele A. Bischoffberger

January 8, 2023

Signature of Person requesting waiver

Date

Michele A. Bischoffberger

Printed Name

512-497-0669

Phone #

*NOTE: Rental waived fees do not include waiving of security/damage fees ^{waived} or hiring of cleaning service cost.

Approved on: 01/27/2024

Disapproved on: _____

Special Instructions or Comments:

Waived all fee, "not" including security/damage fee

Joseph Dan

Signature: Judge for Commissioners Court

SUTTON COUNTY RENTAL WAIVER REQUEST

Sutton County UWCD & GMA 7 is requesting rental fees waived for the
Name of Organization

Following Use of: Civic Center
 Pavilion
 Arena

On March 21, 2024, for the purpose of the event/function listed below:

See Attached Letter

Meredith Allen

1/16/2024

Signature of Person requesting waiver

Date

Meredith Allen

Printed Name

325-226-9093

Phone #

*NOTE: Rental waived fees do not include waiving of security/damage fees or hiring of cleaning service cost. *JA*

Approved on: 01/22/2024

Denied on: _____

Joseph Allen
Signature Judge for Commissioners Court

Special Instructions or Comments:

Please see attached letter.

Waived all fees,
including security/
damage fee

January 16, 2024

To: Judge Jody Harris
Sutton County Commissioners

As Coordinator for Groundwater Management Area 7 (GMA7), Meredith Allen would like to request use of the Sutton County Civic Center for a State mandated but unfunded meeting of Groundwater Districts on March 21, 2024 with the following fees waived:

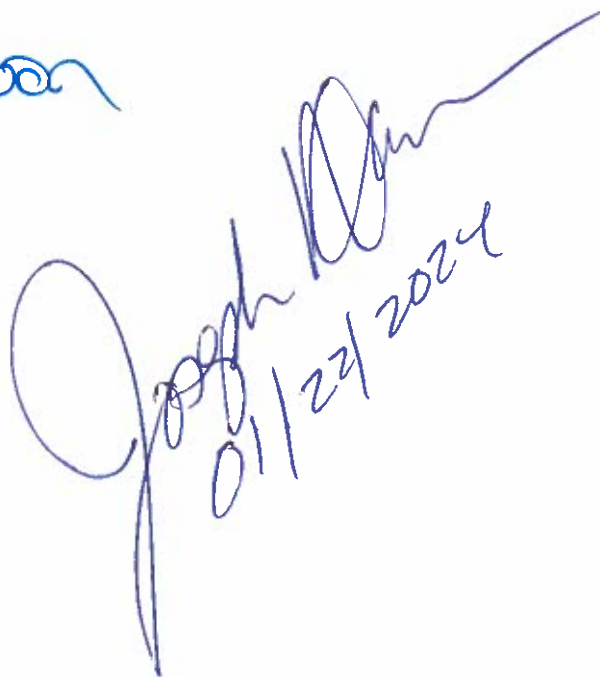
- Rental Fee
- Cleaning Fee
- Deposit

Attendance at the GMA7 meeting is expected to be 20 – 25 people and will last no longer than two hours.

Sincerely,



Lana Tolleson
Operations Manager
Sutton County UWCD



Sutton County Underground Water Conservation District

Tel (325)387-2369
Fax (325)387-5737

301 S. Crockett Ave
Sonora, Texas 76950

www.suttoncountyuwcd.org
opmanager@suttoncountyuwcd.org



**JOINT PRIMARY ELECTION SERVICES CONTRACT
WITH THE COUNTY ELECTIONS OFFICER STATE OF TEXAS,
COUNTY OF SUTTON**

THIS CONTRACT is made and entered into this 10TH day of JANUARY, 2024, by and between the SUTTON County DEMOCRATIC Party, acting by and through the Chair of its County Executive Committee, _____ (*name*), hereinafter referred to as "Party," and PAM THORP (*name*), County Election Officer of SUTTON County, Texas, hereinafter referred to as the "Contracting Officer," under the authority of Section 31.092(b), Texas Election Code and relating to the conduct and supervision of the SUTTON County Joint Primary Election on MARCH 5, 2024 (hereinafter referred to as the "election"), and the SUTTON County Joint Runoff Primary Election, if necessary, on MAY 28, 2024 (hereinafter referred to as the "runoff election"), such Joint Primary Election and Joint Runoff Election having been approved in accordance with Section 172.126(a), Texas Election Code, by SUTTON County Commissioners Court on JANUARY 22, 2024, SUTTON County Clerk/Elections Administrator/Tax Assessor-Collector, and the County Chairs of the SUTTON County Republican Party and TEXAS ~~County~~ Democratic Party, respectively.

THIS CONTRACT is entered into for and in consideration of the mutual covenants and promises hereinafter set out, and for the purpose of ensuring that the Contracting Officer and the Party understand the tasks each is to perform in connection with the election and the runoff election:

1. Duties and Services of the Contracting Officer. The Contracting Officer shall be responsible for performing the following duties and furnishing the following services and equipment (*strike out any not being performed by the C.O., except those required by Section 172.126, Texas Election Code*) in connection with the election and the runoff election. Pursuant to Chapter 173 of the Texas Election Code, election services, equipment, and materials ordered from a Texas-certified voting system vendor shall be reported to the Office of the Secretary of State ("SOS") by the vendor and the SOS shall pay the vendor directly. Election services, equipment, and materials described in this contract provided by the contracting officer shall be reported to the SOS via the SOS-prescribed primary finance system by the contracting officer and the SOS shall pay the contracting officer directly. Any statutory duties required of the contracting officer shall be a cost borne by the county. Costs not payable with state-appropriated primary funds, including candidate filing fees, shall be paid from non-state funded sources.

1.1 In accordance with Section 172.126(b), Texas Election Code, determine whether to consolidate election precincts under Section 42.009, Texas Election Code, and designate the location of the polling place in a consolidated precinct. In the event that the county is approved to use countywide polling places in

accordance with Section 43.007(a)(4), Texas Election Code, and if the county chairs of both political parties agree in writing to the use of such countywide polling places, the Contracting Officer shall use the county methodology described in Section 43.007(f), Texas Election Code, to determine the countywide polling places for the election and runoff election.

- 1.2 In accordance with Section 172.126(c), Texas Election Code, and rules prescribed by the Texas Secretary of State, appoint one set of election judges and election clerks (not to exceed the maximum number set by the SOS) for each voting precinct from the names submitted by the parties. The presiding judge of each party for each election day precinct shall serve as a co-judge. There will be one early voting ballot board and one set of central counting station judges and clerks, the members of whom will be chosen from the names submitted by the parties. The Contracting Officer must ensure party balance among the polling place election workers, early voting ballot board members, and central counting station judges and clerks.
- 1.3 Notify the election judges of the election and the runoff election in accordance with Section 4.007, Texas Election Code.
- 1.4 Contact the owners or custodians of the designated polling places and arrange for their use in the election and runoff election.
- 1.5 Conduct one or more election schools, and notify the election judges of the date(s), time(s), and place(s) of such schools. (This does not imply that election judges or clerks will be paid for attending such schools. See 1 T.A.C. §§ 81.120(a) & 81.121(c).)
- 1.6 In accordance with Section 172.1112, Texas Election Code, post a notice of the election (and of any runoff election) and a notice of any consolidated precincts, if applicable, on the county's Internet websites. If a county does not maintain a website, the notice must be posted on the bulletin board used for posting notices of meetings of commissioners court. The notice must contain the information set forth in Section 4.004, Texas Election Code and be posted within the time frame set forth in Section 4.003(b), Texas Election Code.
- 1.7 In accordance with Section 172.126(f), Texas Election Code, determine the ballot format and voting system for each election precinct.
- 1.8 Program, or arrange to have programmed, the ballot.
- 1.9 Post on the county's internet website and Arrange to have published the legal notice of the first test of the electronic tabulating equipment as provided in Section 127.096, Texas Election Code, and/or the legal notice of the logic and accuracy test of the direct recording electronic ("DRE") voting machines as provided in Section 129.023(b), Texas Election Code, as applicable, and conduct all required tests of the electronic tabulating equipment under Sections 127.096-127.098, Texas Election Code, the voting system that uses DRE voting machines under 129.021-129.023, Texas Election Code, or the voting system that uses other electronic voting systems in accordance with advisories issued by the SOS, respectively.

- 1.10 Procure and distribute all necessary election supplies, including without limitation, ballots, election kits, office supplies such as paperclips, pens, etc., ballot boxes, and voting booths.
 - 1.11 Procure all necessary voting machines and equipment, prepare them for use at the early voting and election day polling places, and transport them (or arrange to have them transported) to and from the early voting and election day polling places.
 - 1.12 Arrange for the use of a central counting/central accumulation station and for the central counting station manager and tabulating personnel and equipment needed at the counting/accumulation station and assist in the preparation of programs and the test materials for the tabulation of ballots to be used with electronic voting equipment.
 - 1.13 Obtain voter registration lists from the voter registrar to be used during early voting and on election day.
 - 1.14 In accordance with Section 172.126(a), Texas Election Code, supervise the overall conduct of the joint primary election.
 - 1.15 Prepare the unofficial tabulation of precinct results on election night in accordance with Section 172.113, Texas Election Code. Separate election returns must be prepared for each party's primary election.
 - 1.16 Submit Election Night Returns ("ENR") electronically to the SOS in the form requested by the SOS in accordance with Chapter 68, Texas Election Code.
 - 1.17 Prepare and submit to the SOS an electronic report of the number of votes, including early voting votes, received in each county election precinct by each candidate for the offices of President and Vice-President of the United States (if applicable), statewide offices, the offices of U.S. Representative, state senator, or state representative, district offices, county or precinct offices in accordance with Sections 67.017 and 172.124, Texas Election Code.
 - 1.18 Pay directly to the precinct election and alternate judges and election clerks, members of the early voting ballot board, and the presiding and alternate judges and clerks of the central counting station the wages and salaries earned by them in connection with the election and runoff election.
- 2. *Duties and Services of the Party.*** The Party shall be responsible for performing the following duties in connection with the election and the runoff election:
- 2.1 In accordance with Section 172.126(c), Texas Election Code, not later than the second Monday in December preceding the election, deliver to the Contracting Officer a list of the election judges and clerks for the Party, including judges and clerks for the early voting ballot board and the central counting station.
 - 2.2 Appoint in accordance with Sections 127.002, 127.003, and 127.004, Texas Election Code, the counting station manager, tabulation supervisor, and assistants to the tabulation supervisor that usually perform these functions in the county for elections ordered by the governor, the county judge or commissioners court.
 - 2.3 As soon as possible after the final candidate filing deadline (or in the case of a runoff election, after the canvass of the election), certify in writing to the Contracting Officer (i) the candidates' names (as they are to appear on the

ballot) and offices, and (ii) any referenda under Section 172.087, Texas Election Code (in English, Spanish, and any other required languages) that are to appear on the ballot, to allow sufficient time to prepare the ballot and to conduct any necessary logic and accuracy testing.

3. Compensation, Billing, and Payment.

- 3.1 For the performance of duties and services and the providing of equipment and supplies under Paragraph 1 above, the Contracting Officer shall report to the SOS via the SOS-prescribed primary finance system the actual expenses he/she incurs in accordance with Section 31.100, Texas Election Code and the leasing fees allowed under Section 123.033 (e) and (f), Texas Election Code, including without limitation, the costs and expenses of election supplies; newspaper publication of the testing notice only; use of voting machines and equipment; wages and salaries of the precinct election judges, alternate judges, and election clerks, members of the early voting ballot board, and central counting station personnel; programming the ballot; logic and accuracy testing, and voting machines and equipment transportation. Provided, that nothing herein shall be construed as permitting the Contracting Officer to be paid for costs or expenses for which reimbursement is not allowed under Section 31.100 or other sections of the Texas Election Code or under the SOS administrative rules or advisories relating to primary funds.
- 3.2 For the performance of duties and services and the providing of equipment and supplies under Paragraph 1 above, SOS shall pay the Contracting Office a fee of 10% of the total amount of the contract (but not less than \$75) in accordance with Section 31.100(d), Texas Election Code.
- 3.3 Notwithstanding anything to the contrary in this Contract, the Contracting Officer may require that money be paid in advance to conduct the election and the runoff election from SOS, which must be paid into a separate county fund in accordance with Section 31.100(a), Texas Election Code, from which the Contracting Officer may make expenditures for the election and runoff election.
- 3.4 Notwithstanding anything to the contrary in this Contract, the Contracting Officer will receive direct payment of actual expenses incurred by the Contracting Officer in connection with the election or runoff election and in accordance with this Contract from the SOS in accordance with rules and procedures established by the SOS and Section 173.0832, Texas Election Code.
- 3.5 Notwithstanding anything to the contrary in this Contract, the Contracting Officer may request the Party to pay directly to the precinct election and alternate judges and election clerks, members of the early voting ballot board, and the presiding and alternate judges and clerks of the central counting station the wages and salaries earned by them in connection with the election and runoff election. In this instance, the costs will not be considered election services contracted with the Contracting Authority for purposes of calculating the 10% fee described in Paragraph 3.2 above.
- 3.6 A cost estimate for the services, equipment, and supplies provided by the Contracting Officer for the election and the runoff election is attached to and made a part of this Contract as Exhibit A. The cost estimate should express costs in the categories set forth in the Party's Primary Cost Estimate and the

Party's Primary Runoff Cost Estimate and shall be reported to the SOS via the SOS-prescribed primary finance system. The Party and the Contracting Officer acknowledge that the cost of the election and the runoff election is paid for from the state-appropriated primary funds, including candidate filing fees, with the county paying for the cost of early voting in accordance with Section 173.003, Texas Election Code. The Contracting Officer and the Party also acknowledge their responsibility to comply with the administrative rules issued by the SOS relative to primary financing, 1 T.A.C. §§ 81.101-81.157.

- 3.7 As soon as reasonably possible after the election or the runoff election, the Contracting Officer will submit an itemized invoice to the Party (i) for the actual expenses he/she incurred as described in Paragraph 3.1 above and (ii) for the Contracting Officer's fee as described in Paragraph 3.2 above and shall be reported to the SOS via the SOS-prescribed primary finance system. The invoice shall reflect any advance monies paid under Paragraphs 3.3 and 3.4.
4. **Early Voting.** In accordance with Section 83.002(2), Texas Election Code, the Contracting Officer is the early voting clerk for the election and the runoff election, both with respect to early voting in person and voting by mail. The county shall not be entitled to reimbursement from the Party for the cost of early voting, except for the cost of the ballots and the ballot programming for use of the voting system, as set forth in the administrative rules promulgated by the SOS.
5. **Voting System.** The voting system to be used in the election and runoff election is ES&S
-
6. **Acknowledgement of Shared Election.** The Party acknowledges that the election is a Joint Primary under Section 172.126, Texas Election Code and that the Contracting Officer, in accordance with Section 31.092(e), Texas Election Code, may enter into a similar Joint Primary Election Services Contract with any other political party in the same county that nominates its candidates for office by primary election. In such event, the Party agrees to share common polling places, the cost of ballot programming, voting equipment, and the common set of election workers with the other political party.
7. **General Provisions.**
- 7.1 Nothing contained in this Contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the election or to the runoff election is to be filed, the place at which any function is to be carried out, the officers who conduct the official canvass of the election returns, the officer to serve as custodian of the voted ballots or other election records, or any other nontransferable functions specified by Section 31.096, Texas Election Code or other provisions of Texas law.
- 7.2 The Contracting Officer is the agent of the Party for purposes of contracting with third parties with respect to the election expenses within the scope of the Contracting Officer's duties, and the Contracting Officer is not liable for the Party's failure to pay a claim.
- 7.3 The Contracting Officer shall file copies of this Contract with the County Treasurer (County Judge, if there is not a County Treasurer) and the County Auditor.

- 7.4 Only the actual expenses directly attributable to the Contract may be charged to the Party by the Contracting Officer, including administrative fees, Section 31.100, Texas Election Code.
- 7.5 Except for statutory duties required of the Contracting Officer, such as those described in Paragraph 4 above, both parties acknowledge that the Party should not request the Contracting Officer to incur expenses in connection with the election and runoff election that are not reimbursable with primary funds under the SOS administrative rules or Texas Statutes and that the Contracting Officer should not incur expenses in connection with the election and runoff election that are not reimbursable with primary funds under the SOS administrative rules or Texas Statutes.
- 7.6 For purposes of implementing this Contract, the Contracting Officer and the Party designate the following individuals, and whenever the Contract requires submission of information or notice to the Contracting Officer or the Party, submission or notice shall be made to these individuals:

For the Contracting Officer:

Name: PAM THORP
Mailing Address: 300 E. OAK, STE 3 SONORA, TX 76950
Phone #: 325-387-3815
Fax: NA
Email: PAM.THORP@CO.SUTTON.TX.US

For the Party:

Name: Brenda Cruz
Mailing Address: PO Box 15707 Austin TX 78761
Phone #: 956-286-7622
Fax:
Email: bcruz@txdemocrats.org

7.7 By their signatures below, the Contracting Officer and the Chair of the Party's County Executive Committee warrant and represent that they are authorized to enter into this Contract.

The Contracting Officer

By: <i>Kam Hoop</i>
Title: SUTTON COUNTY CLERK
Date: 01/22/2024

The Party

By: <i>[Signature]</i>
Title: Primary Administrator
Date: 01/09/2024

Print

Reset



Homeland Safety Systems, LLC **Statement of Work**

Date: 8/25/23

Presented by: Patrick White

CUSTOMER NAME	Sutton County Courthouse
PROJECT NAME	Sutton County Courthouse & Annex surveillance upgrade
PROJECT LOCATION	300 E. Oak Street Sonora, TX 76950
PROJECT CONTACT	County Judge Joseph Harris
CONTACT INFORMATION	(325)387-2711 Judge.harris@co.sutton.tx.us

Statement of Work

Expectations

Homeland Safety Systems, LLC will install 28 new IP cameras throughout the Sutton County Courthouse & Annex. The cameras will connect to two 16-channel NVRs. One NVR will be located in the basement of the historic courthouse and the other will be located in the IT closet of the Annex building.

Professional Services Agreement

Homeland Safety Systems designs each surveillance system with network integrity as the top priority. All new cameras will connect to the Network Video Recorders, to be installed in the Courthouse and Annex, using secondary Network Interface Cards (NIC) to create an isolated camera network that is separated from the facility's primary network. The facility's primary network is how computers connect to each other and ultimately connect to the internet. Separating the camera network from the facility's network is crucial to prevent the amount of security camera bandwidth from slowing down the facility's network, reducing the amount of IP addresses required from the facility's IT department, and preventing unauthorized persons from remotely accessing live security camera feeds.

Homeland Safety Systems has provided an engineered drawing of the Sutton County Courthouse and Annex showing camera locations, camera numbering based on Network Video Recorder (NVR) assignments, general Network Video Recorder (NVR) locations, Video Management System (VMS) locations, and other possible specialty equipment if needed such as switches and wireless point-to-point radios. Sutton County will be responsible for approving the drawing provided prior to the installation of the system to ensure they agree with the system design. Homeland Safety Systems will install an isolation (ISO) board on any camera being mounted to a metal surface to prevent the transfer of electricity and reduce the risk of damage to a camera.

Homeland Safety Systems Network Video Recorder (NVR) software is customizable to include setting up individual usernames and passwords for each user to provide audits of the system as needed. Additionally, Sutton County system administrators will have the ability to control access to the system at an individual user level to control each person's access.

Homeland Safety Systems will install an optional Video Management System (VMS) in the Sutton County Sheriff's Office dispatch to view and manage the cameras. Additionally, Homeland Safety Systems will wall mount a 50" monitor to easily view up to 96 cameras per monitor simultaneously. Prior to the installation of the new monitors, Chief Deputy Jon Gann, or his designee will be consulted on the final monitor layout. Homeland Safety Systems will provide training on the VMS and can create multiple camera matrix groups to pull up blocks of cameras as needed quickly.

Homeland Safety Systems can provide free viewing software called Edge Recording Manager on up to two Sutton County owned desktop computers to provide authorized personnel with the ability to view cameras at their desks. This software will allow operators to view up to 32 cameras at one time. Individual usernames and passwords can be set up to allow users to view all cameras, restrict access to specified cameras, and allow the ability to review footage or not review footage among other customizable features. Edge Recording Manager software must have full read/write permission to work properly.

Once the system is installed and visible on the monitors, the cameras will be aimed and focused to view what is needed/wanted by Judge Joseph Harris, or his designated contact. A list of users will be provided to Homeland Safety Systems by Sutton County prior to the start of the project. All IT contacts must be notified by Sutton County prior to the start of the project for IP address assignments, network topology, etc.

Change Management Process

Any changes in this scope of work or the quote will require a written request either on paper (letter) or email from Judge Joseph Harris, or his designee. Please prepare to give at least 24 hours for a change to take place or to receive a response to a requested change. If the change is an emergency, please contact your security consultant, Patrick White, at (318)349-8968.

Acceptance and Authorization

The terms and conditions of the **Proposal** apply in full to the services and products provided under this Statement of Work. The signatures below constitute acceptance and authorization for Homeland Safety Systems, LLC to proceed with the proposal *as written* with receipt of a purchase order or acceptable payment terms.

Sutton County Courthouse

Joseph Harris
Full Name

County Judge
Title

Joseph Harris
Signature

01/22/2024
Date

Homeland Safety Systems, LLC

Full Name

Title

Signature

Date



Share of Responsibilities

PURPOSE AND DEFINITIONS

The purpose of the Share of Responsibilities schedule is to define the division of responsibilities between Sutton County and Homeland Safety Systems, LLC during the execution of the Sutton County Courthouse & Annex Surveillance Upgrade Project.

This document specifies the responsibilities of Sutton County and Homeland Safety Systems pertaining to project management, design & engineering, site preparation, and implementation. The services shall be provided as per the Share of Responsibility Matrix, set forth below, with Sutton County and Homeland Safety Systems adhering to mutually agreed timelines. Sutton County and Homeland Safety Systems will be fully responsible for the items assigned to them in the tables below.

DETAILED RESPONSIBILITY MATRIX

The Responsibility Matrix defines the different areas of activities within the Sutton County Courthouse & Annex Surveillance Upgrade Project and clarifies the division of responsibility between Sutton County and Homeland Safety Systems within that project.

Legend:

The responsible party is identified by the column into which the "X" sign is entered.



ID	Activity	Sutton County Courthouse	Homeland Safety Systems
A) Project Management	Management of the Sutton County Courthouse & Annex Surveillance Upgrade Project to meet the mutually agreed goals.	X	X
A1	Weekly updates as to status of progression stating areas of completion, areas of work that are in progress, and areas of work that have not been started, as well as estimated timelines of each phase of project completion.		X
A2	Oversight of project to ensure that timelines are met in a reasonable timeframe.	X	X
B) Planning	Planning activities for producing a mutually accepted project.	X	X
B1	Provide any needed site documentation, including but not limited to, <i>blueprints, location of existing surveillance and network infrastructure, copy of all rules and regulations for working on each premise.</i>	X	
B2	Contact information for the following: System Owner (to be defined by Sutton County) On-site administrator, On-site Maintenance Contact, IT Personnel. Contact information must include a daytime phone number, mailing address for each (maybe the Sutton County address), email address, and cell phone numbers for <i>at least 2 persons who can be reached anytime that work is in progress that has access to the Sutton County.</i>	X	
B3	Complete site-visit prior to installation to provide recommendations of locations for cameras, as well as verify building construction / site layout.	X	X
B4	Complete site-visit of Sutton County to provide areas to be viewed by each camera, locations of recording devices, and locations of all needed viewing locations (dedicated, non-dedicated, and viewing only).	X	X
B5	Provide installation planning resources including Statement of Work Documents, Layout drawings showing planned recording locations, camera locations, and viewing station locations.		X



ID	Activity	Sutton County Courthouse	Homeland Safety Systems
B6	Provide tradesmen for any installation locations requiring special considerations.	X	
B6.1	Site design and construction of necessary utilities and structures required for the installation of Homeland Safety Systems equipment.	X	
B6.2	Installation and/or supply of electrical power, including installation of additional outlets, drops or other Class 1 requirements needed. This also includes testing of the electrical system for the life of the system, to ensure continuous safe operation.	X	
B6.3	Installation of fiber locations for the proper communication between cameras and recorders. If Fiber is not available, additional costs will be incurred for Wireless Solutions. This includes testing of the communication system for the life of the system, to ensure continuous safe operation.	X	
B6.4	Access to network resources, either via dedicated fiber, Client Network, or other considerations in areas. Should it be necessary for Homeland Safety Systems, LLC, to provide this interlink a Change Order will be required.	X	
C) Implementation	Install all associated equipment in the agreed proposal.	X	X
C1	Provide site access for technicians to execute installation. This may include after-hours and weekend work.	X	
C2	Provide HSS Lead Technician with necessary unrestricted access to all points within Sutton County. Crews are provided with access as required to complete installation as necessary.	X	
C3	Provide a safe work area free of obstructions that cannot be easily moved by a single technician during the installation.	X	
C4	Be respectful of obstructions that may be on-site; and move with the greatest care possible to perform the necessary work and return to the original location upon the completion of the work in that area.		X (However, damage may fall to client pending C3)

Contains Private and/or Confidential Information. May not be used or disclosed outside of Sutton County Courthouse or Homeland Safety Systems, LLC except pursuant to a written agreement. Must be stored in locked files when not in use.



ID	Activity	Sutton County Courthouse	Homeland Safety Systems
C5	Provide transportation and logistics required to ensure that equipment to be installed arrives at the Sutton County undamaged.		X
C6	Provide a secure area for equipment storage, staging and configuration during installation.	X	
C7	Clean up of site at the end of each workday, ensuring the safety of people not involved with installation at times when installation is not in active progress.		X
C8	Provide a reasonably safe site during active progress on installation. If during normal hours, provide adequately wide paths around necessary equipment, and do not block access to areas of major congestion, etc. to guard the safety of reasonable persons not involved with installation.		X
D) Operational Support	Integration with existing network infrastructure, training on use of system, ongoing support after completion of system and training.	X	X
D1	Provide IP addresses for each required IP device <i>prior to the start of installation.</i>	X	
D2	Open required ports through firewall for remote administration or viewing as requested by end user.	X	
D3	Where necessary open ports and provide static routes between equipment to ensure proper communication of interconnected devices.	X	
D4	Provide VPN access for remote connectivity for servicing during the life of any warranty/service agreement prior to the completion of Sutton County.	X	
D6	Perform site functionality tests prior to declaration of completion.		X
D7	Provide complete Username and Password List of Authorized users, along with User Level authorization for viewing areas, and playback capabilities. Maintain a VLAN for Security Systems and allow user's access to VLAN as required.	X	



ID	Activity	Sutton County Courthouse	Homeland Safety Systems
D8	Ensure that installed equipment has no alarms and is operating within manufacturers specifications prior to declaration of completion.		X
D9	Confirm that all equipment is "in full working condition" with Homeland Safety Systems Operations Center.		X
D10	Provide a complete and functional security system as agreed upon in the original Statement of Work documents and any Change Order documents.		X
D11	Provide training to end-users on systems that Sutton County has authorized to use the system.	X	X
E) Final Documentation and Servicing	Provide copies of relevant documents to client, and additional work to system.		X
E1	Provide (1) copy of User's Manual to the Administrator of the system.		X
E2	Provide a copy of the AS BUILT documentation to the System Owner, no less than 1 month following completion of installation.		X
E3	Maintain a copy of the AS BUILT documentation at the Homeland Safety Systems Operational Center for troubleshooting and service purposes.		X
E4	Provide a final report for acceptance summarizing the achieved performance, equipment installed, and recommendations for additional areas of protection.		X




SHARE OF RESPONSIBILITIES DECLARATION

Homeland Safety Systems and Sutton County agree to adhere to all actions outlined in the SOR. The services shall be provided as per the SOR Matrix. Homeland Safety Systems and Sutton County will be fully responsible for the items assigned to them for the Sutton County Courthouse & Annex Surveillance Upgrade Project.

Any alterations or deviations from the agreed specifications involving extra costs will be executed only upon written orders and will become Change Order and additional cost will be incurred.

Authorized Signature
Homeland Safety Systems, LLC




Authorized Signature
Sutton County Courthouse

ACCEPTANCE OF SOR

The specifications and conditions are satisfactory and are hereby accepted. Sutton County agrees with the Share of Responsibilities.

01/22/2024
Date of Acceptance

Joseph Harris
Printed Name *County Judge*


Signature

ACCEPTANCE OF SOR

The specifications and conditions are satisfactory and are hereby accepted. Homeland Safety Systems, LLC agrees with the Share of Responsibilities.

Date of Acceptance

Printed Name

Signature

Questions I sent Homeland in an email.

What warranty comes with the equipment and installation?

Our installations have a built-in one-year parts and labor warranty that begins on the date of substantial completion of the project (as opposed to the product manufacture date). The warranty protects all installed products and components against everything except in cases of vandalism or an act of God. At the end of the 1st year, we will offer to continue to warranty everything through an annual service agreement. The service agreement generally runs around 8-10% of the initial installation cost, covers all parts, labor, and travel expenses, and protects everything except in cases of vandalism or an act of God. After the first year, should Sutton County choose to not enroll in our annual service agreement offer, we will still be there to support everything. At that point, our services will be billed on a case-by-case basis upon completion of service as needed. If an additional initial warranty period is preferred, we can also include a longer time frame than our complementary one year for an additional fee. Please advise me on how the county would like to proceed.

Does this proposal cover the complete installation, electricity was the main question but will there need to be additional services that the county needs to pay for with the installation? They don't want to have to hire an electrician to come in and do the work and then pay for the camera system on top of this hidden cost.

This is a complete turn-key proposal. The only power source we require is 120V 3-prong plugs for our head-end equipment that will be installed in the basement of the courthouse and in the IT closet in the annex building.

I could not remember the courthouses you worked on, but the Commissioners wanted to know what other courthouses you previously installed camera systems in.

Please see our attached reference list of the courthouses and detention centers where we have installed surveillance systems.

Who will have to talk to and get approval from the Historical Society to have all the work approved? Will this be the county or will your Homeland Safety System, LLC. be the ones to do it?

This probably needs to be a joint meeting. We can either accomplish this in person or over Zoom.



Corporate Office:
724 W 61st Street
Shreveport, LA 71106

REFERENCE LIST

Courthouses – Prisons – Detention Center – Sheriff's Offices

LOUISIANA

PARISH	NAME	CONTACT	PHONE
Acadia	Acadia Parish Jail	Lt. Bryon Myers	337-581-6833
Acadia	Acadia Parish Sheriff's Office	Lt. Bryon Myers	337-581-6833
Allen	Allen Parish Courthouse	Lynda Hamilton	337-639-3080
Allen	Allen Parish Jail	Warden Michael Manuel	337-639-4353
Ascension	Ascension Parish Jail	Lt. Adam Brasseaux	225-473-8674
Bossier	Bossier City Fire Training Academy	Rodney Taylor	318-453-2510
Bossier	Bossier City Evidence Building	Rodney Taylor	318-453-2510
Bossier	Johnny Grey Jones Shelter and Detention	Jim Firth	318-423-7657
Bossier	Bossier Medium Prison	Capt. Brian Anderson	318-326-5927
Bossier	Bossier Municipal Clerk	Rodney Taylor	318-453-2510
Bossier	Training Academy	Captain Langley	318-326-4096
Caddo	Caddo Parish Juvenile Courthouse	Kevin Lawrence	318-226-6899
Caddo	Caddo Correction Center	Nickie Mastrodomenico	318-423-7333
Caddo	Caddo Parish Courthouse	Kevin Lawrence	318-226-6899
Caddo	Caddo Parish Sheriff's Office	Brian Wilson	318-681-0612
Caddo	Re-Entry	David Boone	318-677-5267
Caddo	Safety Town	Lt. Richard Corbett	318-698-7233
Caddo	Shreveport City Jail	Joe Smith	318-773-6699
Caddo	Red River Substation	Brian Wilson	318-681-0612
Caddo	Regional Training Academy	Brian Wilson	318-681-0612
Caddo	Tax Office	Bobby Williams	318-422-0701
Caddo	Government Plaza	Kevin Lawrence	318-226-6899
Catahoula	Catahoula Parish Courthouse	Ellis Boothe	318-744-5697
Claiborne	Claiborne Parish Detention Center	Chief Brian Driscoll	318-927-2011
Claiborne	Claiborne Parish Sheriff's Office	Sheriff Sam Dowies	318-927-2011
Concordia	Concordia Parish Courthouse	Ariella Carter	318-336-7151
Desoto	Desoto Parish Communications District	Phillip Daniels	318-401-3017
Desoto	Desoto Parish Courthouse	Melissa Laffite	318-455-9781
Desoto	Desoto Parish Detention Center	Warden Billy Cotton	318-872-3956
Desoto	Desoto Parish Sheriff Maintenance Station	Blake Woodward	318-872-3956
E. Carroll	Riverbend Detention Center	Warden Johnny Hedgemon	318-559-5980
Franklin	Franklin Parish Courthouse	David Rigdon	318-341-3740
Franklin	Franklin Parish Detention Center	David Rigdon	318-341-3740

(888) 909-2261 • www.homelandsafety.com • info@hssems.com

LASFM F1040 • TX Private Security B18896701 • AR Class E CMPY.2567 • MS EPL Class A 15034438



Corporate Office:
724 W 61st Street
Shreveport, LA 71106

PARISH	NAME	CONTACT	PHONE
Franklin	Road Barn	Greg Humphreys	318-435-9446
Iberville	Youth Challenge Program / Carville	Brandon Winn	402-321-1253
Jeanerette	Jeanerette City Court	Shannon Baudoin	337-276-5603
Lafayette	Carencro City Hall	Glenn Brasseaux	337-896-8481
Lafayette	Carencro Police Department	Chief David Anderson	337-896-6132
Lafayette	Lafayette Parish Correctional Center	Jeremy Lantier	337-236-5400
Lafayette	Lafayette Parish Sheriff's Office	Jeremy Lantier	337-236-5400
Livingston	Denham Springs Marshal Office	Marshal Joe Shumate	225-933-0964
Livingston	Livingston Parish Sheriff's Office	Sgt. Jeremy Tripp	225-435-1524
Madison	Men's Detention Center	Antonio Johnson	318-574-0584
Madison	Louisiana Transitional Center for Women	Warden Keith Deville	318-278-9987
Morehouse	Morehouse Parish Courthouse	Mike Tubbs	318-281-3343
Morehouse	Morehouse Parish Detention Center	Jeff Winnon	318-281-1914
Morehouse	Morehouse Parish Jail	Warden Brown	318-281-9336
Morehouse	Morehouse Parish Sheriff's Office	Mike Tubbs	318-281-3343
Ouachita	Ouachita Parish Courthouse	Lee Morris	318-372-0503
Ouachita	Ouachita Correction Center	Donna Whitten	318-327-1369
Ouachita	Ouachita Parish Annex	Lee Morris	318-372-0503
Ouachita	Ouachita Parish Fire Department	Chief Patrick Hemphill	318-322-4174
Rapides	Youth Challenge Program / Beauregard	Wade Furniss	318-481-9686
Red River	Red River Parish Courthouse	Jessie Davis	318-932-5719
Red River	Red River Parish Police Jury	Jessie Davis	318-932-5719
Red River	Red River Parish Sheriff's Office	Sheriff Glen Edwards	318-293-2575
Sabine	Sabine Parish Courthouse	Janell Engles	318-256-9241
Sabine	Sabine Detention Center	Brad Walker	318-315-1449
St. Gabriel	Elayn Hunt Correctional Center	Darryl Campbell	225-319-4515
St. James	St. James Parish Jail	Capt. Anthony Joseph	225-562-2411
St. Tammany	St. Tammany Parish Detention Center	Capt. Scotty Payne	985-276-1080
Tensas	Tensas Parish Courthouse	Rick Foster	318-766-3992
Webster	Bayou Dorcheat Correctional Center	Randy Culpepper	318-371-9199
Webster	Minden Police Department	Chief Steve Cropper	318-371-4226
Webster	Webster Parish Courthouse	Brian Williams	318-464-7806
Webster	Youth Challenge Program / Minden	Russell Johnston	318-385-4126
Webster	Sarepta Substation	Dustin Reynolds	318-377-1515
Webster	Webster Parish Sheriff's Office	Jason Parker	318-422-3051
Winn	Winn Parish Courthouse	Karen Tyler	318-628-1160
Winn	Health Unit/ OEP Office	Karen Tyler	318-628-1160
Winn	Winn Parish Sheriff's Department	Cranford Jordan	318-628-4611

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Corporate Office:
 724 W 61st Street
 Shreveport, LA 71106

ARKANSAS

COUNTY	NAME	CONTACT	PHONE
Arkansas	Arkansas County Sheriff's Office	Tyran McCradic	870-509-1092
Carroll	Carroll County Jail	Alan Hoos	870-423-2901
Carroll	Carroll County Sheriff's Office	Alan Hoos	870-423-2901
Crawford	Crawford County Detention Center	Sheriff Ron Brown	479-474-2261
Franklin	Franklin County Detention Center	Judge Rickey Bowman	479-667-4726
Hot Spring	Hot Spring County Jail	Capt. Josh Lingo	501-332-3671
Howard	Howard County Courthouse	Judge Kevin Smith	870-845-7501
Howard	Howard County Jail	Sheriff Bryan McJunkins	870-845-8686
Johnson	Johnson County Courthouse	Ricky Casey	479-754-6383
Johnson	Johnson County Sheriff's Department	Chief Deputy Jeremy Bennett	479-214-2554
Lawrence	Lawrence County Sheriff's Department	Debbie Burlison	870-886-2525
Little River	Ashdown Police Department	Chief Boyd Kenmore	903-280-6637
Little River	Little River County Sheriff's Office	Sheriff Bobby Walraven	870-898-5115
Little River	Little River Courthouse	Sheriff Bobby Walraven	870-898-5115
Lonoke	Lonoke County Sheriff's Office	Sheriff John Staley	501-676-3001
Miller	Miller County Courthouse	Carla Jenkins	870-774-1301
Mississippi	Blytheville Courthouse	Capt. Bo McCollum	870-740-3323
Mississippi	Mississippi County Jail	Capt. Bo McCollum	870-740-3323
Mississippi	Osceola Courthouse	Wayne Reynolds	870-563-1309
Pope	Pope County Courthouse	Ben Cross	479-968-7487
Randolph	Randolph County Sheriff's Department	Sheriff Kevin Bell	870-892-8888
Sevier	Sevier County Sheriff's Office	Chris Wolcott	870-642-2125
Woodruff	Woodruff County Detention Center	Sheriff Phil Reynolds	870-347-2583

TEXAS

COUNTY	NAME	CONTACT	PHONE
Harrison	Willoughby Detention Center	Sadie Harkins	903-935-8412
Limestone	Limestone County Courthouse	Sheriff Murray Agnew	254-729-3278
Limestone	Limestone County Sheriff's Office	Sheriff Murray Agnew	254-729-3278

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Homeland Safety Systems, LLC
P.O. Box 5815
Bossier City, LA 71171-5815
Tel: (318)221-8062 Fax: (318)550-0413

Proposal

Client Information

Sutton County Courthouse
 Chief Deputy Gann
 Judge Joseph Harris
 300 East Oak Street, Suite 4
 Sonora Texas 76950

Proposal Number 6112
Date 1/19/2024 Expires 2/29/2024
Salesperson Patrick White

Qty	Description	Unit Price	Taxes	Total
28	True Day/Night Vandal Proof Camera - Turret - All Weather	\$559.79	\$0.00	\$15,674.12
1	GS-07F-063BA, SIN 334512 - Full Retail Price \$624.26	\$0.00	\$0.00	\$0.00
2	16 Channel Network Video Recorder with Audio	\$4,452.44	\$0.00	\$8,904.88
1	GS-07F-063BA, SIN 334512 - Full Retail Price \$4,965.22	\$0.00	\$0.00	\$0.00
1	Small Form - Video Management System Server	\$3,488.99	\$0.00	\$3,488.99
1	GS-07F-063BA, SIN 334512 - Full Retail Price \$3,890.81	\$0.00	\$0.00	\$0.00
150	Labor for Installation-GS-07F-063BA, SIN 238910 - Retail \$120	\$119.70	\$0.00	\$17,955.00
1	****ORDER LEVEL MATERIALS ITEMS BELOW THIS LINE****	\$0.00	\$0.00	\$0.00
2	1500 VA UPS (RACK)	\$890.72	\$0.00	\$1,781.44
1	1000VA UPS	\$362.61	\$0.00	\$362.61
2	Rack Mount DC Power Supplies (Indoors Application) 12v20A, 18ch	\$195.08	\$0.00	\$390.16
2	16 port PROSAFE Gigabit Switch	\$243.79	\$0.00	\$487.58
2	15U 4 Post Rack - Free Stand or Wall Mount	\$380.83	\$0.00	\$761.66
1	50" Monitor	\$634.75	\$0.00	\$634.75
1	Mount Wall LCD Cantilever, (Max 175lbs, 32-60")	\$191.05	\$0.00	\$191.05
1	Wireless USB Keyboard and Mouse	\$44.31	\$0.00	\$44.31
1	15Ft HDMI Cable	\$30.20	\$0.00	\$30.20
300	Conduit and Fittings, Installed above grade	\$5.54	\$0.00	\$1,662.00

Sub Total \$52,368.75
Sales Tax \$0.00
Total This Proposal \$52,368.75



Homeland Safety Systems, LLC
P.O. Box 5815
Bossier City, LA 71171-5815
Tel: (318)221-8062 Fax: (318)550-0413

Proposal

Client Information

Sutton County Courthouse
Chief Deputy Gann
Judge Joseph Harris
300 East Oak Street, Suite 4
Sonora Texas 76950

Proposal Number 6112
Date 1/19/2024 **Expires** 2/29/2024
Salesperson Patrick White

This proposal is for the installation of a new 28 camera surveillance system for the Sutton County Courthouse and Annex.

This proposal contains GSA pricing and the entire proposal constitutes a GSA purchase.

Homeland Safety Systems GSA Contract# GS-07F-063BA.

Please print name here

Please sign name here

Date Approved



**Sutton County Courthouse
(First Floor)**

Facility Name: Sutton County

Client Name (Please Print): _____

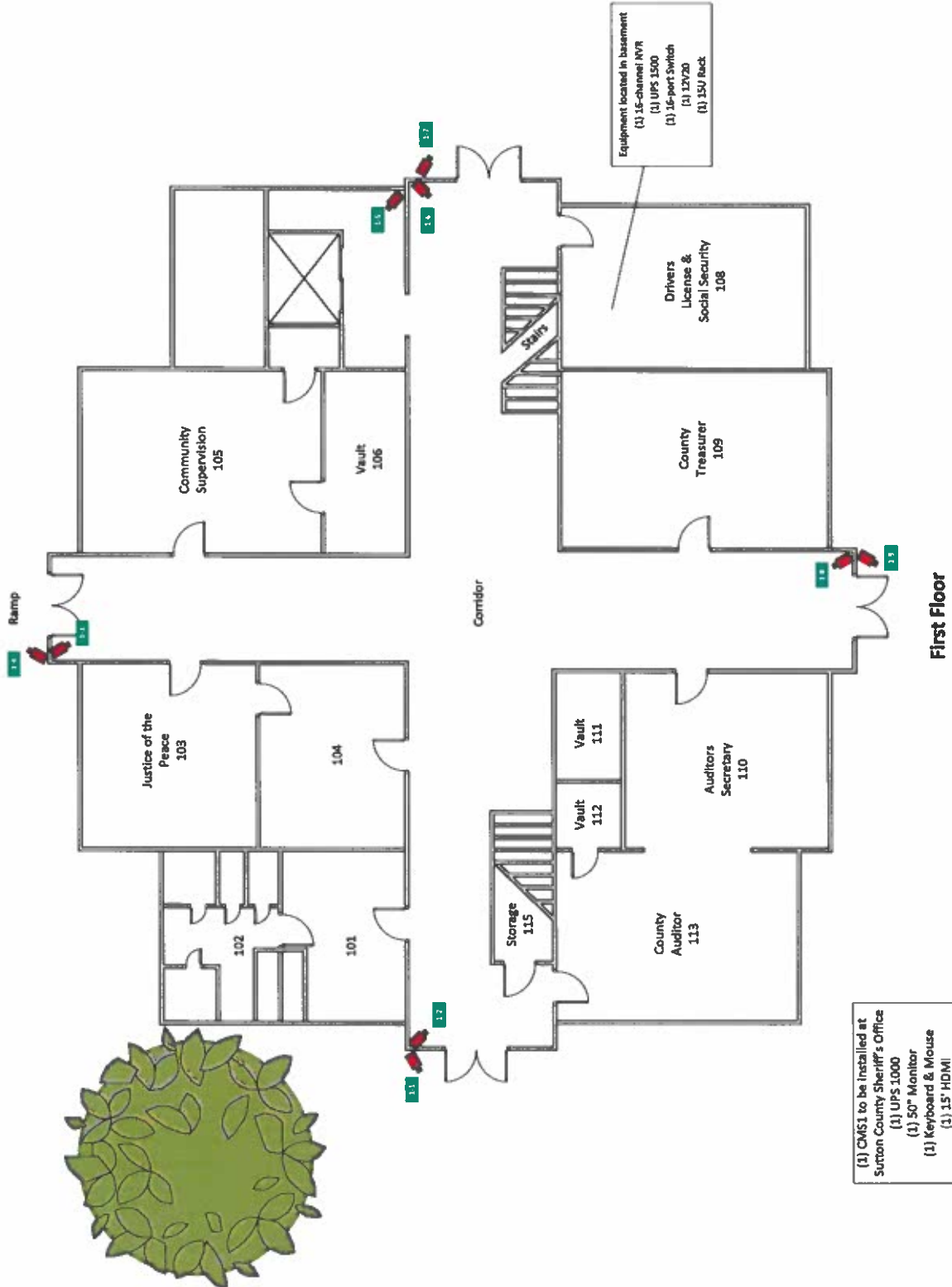
Client Signature: _____ Date: _____

HomeLand Safety Representative (Please Print): _____

HomeLand Safety Representative's Signature: _____ Date: _____

HomeLand Safety Systems, LLC and the Client named above agree to the conditions of this contract and all conditions and terms and conditions are understood and hereby accepted. Any alterations or deviations from the agreed specifications involving extra costs will be executed only upon written orders and will become a change order with additional cost.





















■ HSS-9302-IP-AW 9
■ HSS-1104-LPR-SD _____
■ HSS-1104-LPR-IP _____
■ HSS-9302-T-B _____
■ Non HSS Camera _____
■ HSS-8030-IP-IR _____
■ HSS-8030-SD-IR _____
■ Non HSS PTZ _____
■ HSS-MICBOX _____
■ HSS-2.4GU Radio _____
■ HSS-5.8GU Radio _____
■ 32 Ch NVR _____
■ 16 Ch NVR _____
■ 16 Ch DVR _____
■ 8 Ch NVR _____
■ 8 Ch DVR _____
■ VMS Location _____
■ M/V Location _____
■ Camera Label _____
■ IP Camera w/ Configured Audio _____

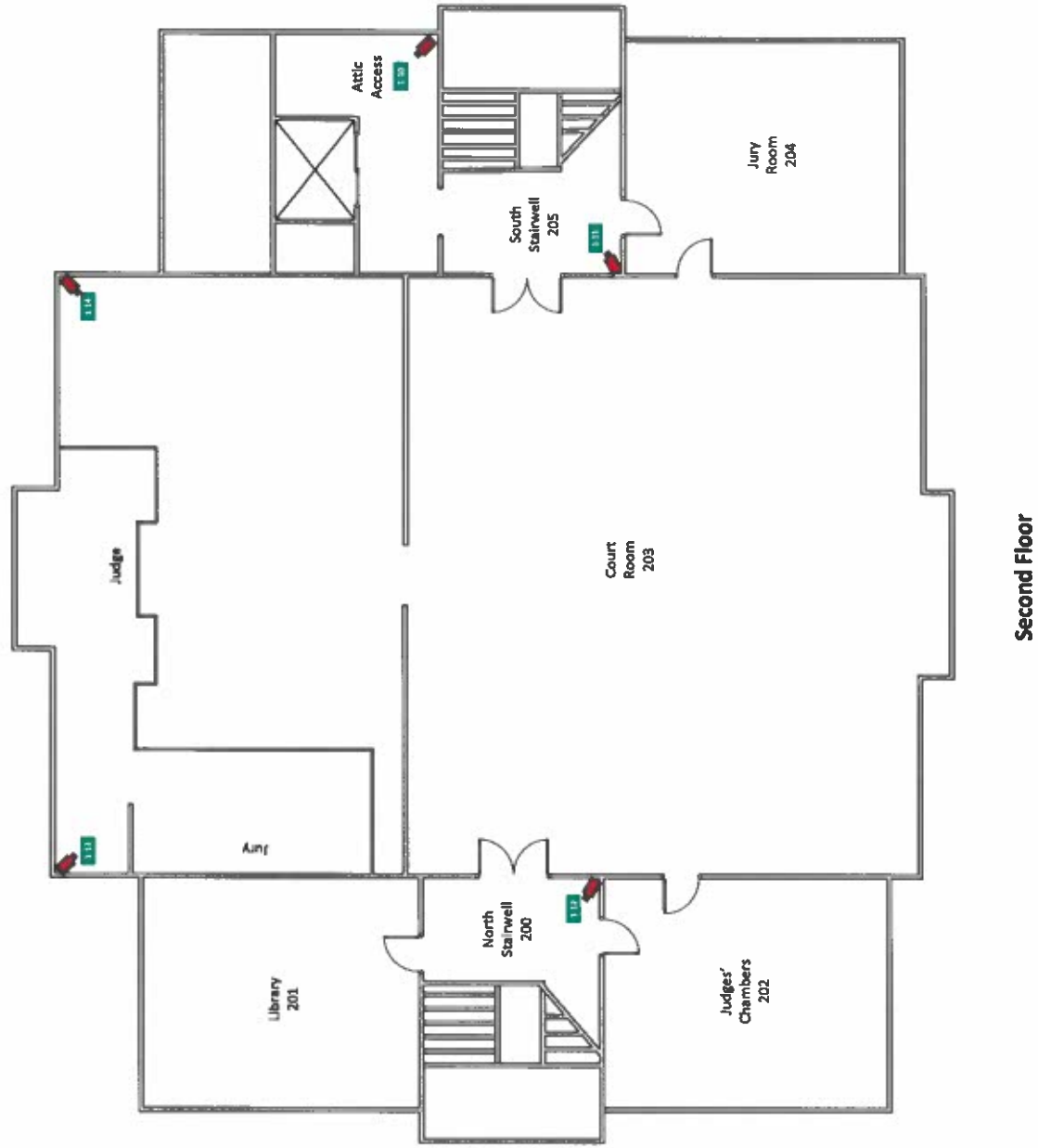




Sutton County Courthouse
(Second Floor)

Facility Name: Sutton County
 Client Name (Please Print): _____
 Client Signature: _____ Date: _____
 Homeland Safety Representative (Please Print): _____
 Homeland Safety Representative Signature: _____ Date: _____
 Homeland Safety Systems, LLC and the Client named above agree to the camera count on provided map and specifications conditions are satisfactory and are hereby accepted. Any alterations or deviations from the agreed specifications involving extra costs will be executed only upon written orders and will become a change order with additional cost.

-  HSS-9302-IP-AW 5
-  HSS-1104-LPR-SD _____
-  HSS-1104-1-PR-IP _____
-  HSS-9302-1-B _____
-  Non HSS Camera _____
-  HSS-8030-IP-IR _____
-  HSS-8030-SD-IR _____
-  Non HSS PTZ _____
-  HSS-MICBOX _____
-  HSS-2.4GU Radio _____
-  HSS-5.8GU Radio _____
-  32 Ch NVR _____
-  16 Ch NVR _____
-  16 Ch DVR _____
-  8 Ch NVR _____
-  8 Ch DVR _____
-  VMS Location _____
-  M/V Location _____
-  Camera Label _____
-  IP Camera w/ Configured Audio _____



Second Floor



Sutton County Court Annex





















Facility Name: **Sutton County**

Client Name (Please Print):

Client Signature: _____ Date: _____

Homeland Safety Representative's (Please Print) _____ Date: _____

Homeland Safety Representative's Signature _____
 above agree to the camera count on provided map and specifications conditions are satisfactory and are hereby accepted. Any alterations or deviations from the agreed specifications involving extra costs will be executed only upon written orders and will become a change order with additional cost.

	HSS-9302-IP-AW	14
	HSS-1104-LPR-SD	
	HSS-1104-LPR-IP	
	HSS-9302-T-B	
	Non IISS Camera	
	HSS-8030-IP-IR	
	HSS-8030-SD-IR	
	Non IISS PTZ	
	HSS-MICBOX	
	IISS-2.4GU Radio	
	IISS-5.8GU Radio	
	32 Ch NVR	1
	16 Ch NVR	
	16 Ch DVR	
	8 Ch NVR	
	8 Ch DVR	
	VMS Location	
	M/V Location	
	Camera Label	
	IP Camera w/ Configured Audio	



**Interlocal Agreement
Dispatch**

**STATE OF TEXAS
COUNTY OF SUTTON**

THIS AGREEMENT made and entered into this the 22nd day of January, 2024 by and between the City of Sonora, a General Law Municipal Corporation (herein called "City") and the County of Sutton, a political subdivision of the State of Texas (herein called "County"), each acting herein by and through its duly authorized officials.

WITNESSETH:

WHEREAS the Interlocal Cooperation Act (Chapter 791, Texas Government Code) provides in part that local governmental entities are authorized to enter into contracts to improve the efficiency and effectiveness of local governments.

NOW, THEREFORE, for and in consideration of the premises and of the mutual benefits to be derived by each of the parties hereto, which said parties now agree to be a valuable and sufficient consideration, said parties agree and covenant upon the terms and conditions as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to provide a twenty-four-hour answering service for emergency calls for the City and County and to provide a teletype service for local law enforcement agencies.

SECTION II: DURATION

The effective date of this Agreement is 01/22/2024 and the agreement shall remain in full force for two years, However, either the City or the County shall, upon affording proper written notice by certified or registered mail, have the option to terminate this Agreement on or before sixty (60) days prior to the requested date of termination.

SECTION III: DUTIES AND RESPONSIBILITIES

- 1) County will be responsible for performing all the functions set out in this contract.
- 2) County will be responsible for administration and operation of the dispatch service including but not limited to providing trained employees and all necessary vehicles and equipment.

SECTION IV: CONSIDERATION

- 1) County and City agree to share equally in all personnel costs associated with operation of the dispatch service.
- 2) County will be responsible for preparing an annual budget for the cost of personnel of the dispatch service. Said budget shall be submitted to the City for approval. Should the amount estimated for operation of the dispatch service prove insufficient, County may amend the budget by utilizing the procedures required by applicable law.
- 3) The City shall pay its share (being one-half (½) of the total amount budgeted) to the County on a monthly basis. Each payment shall be made upon receipt of billing from the County for one-half of actual costs incurred. All payments shall be made from current revenues available and shall fairly compensate the County for the services performed.

- 4) On September 30, each year, a financial statement showing all amounts expended and collected during the fiscal year shall be provided by the County, and any refund owed to the City or balance due to the County shall be paid within thirty (30) days.

SECTION V: CAPITAL EXPENSES

All capital expenses deemed necessary by the County for the proper administration of the dispatch service shall be borne by the County.

SECTION VI: CITY NOT LIABLE

Neither the County, its agents, employees nor any other person operating under this contract shall be deemed to be an agent or employee of the City and the City shall not be liable for the negligence or other tortious conduct of any such person.

SECTION VII: INSURANCE

The County agrees to maintain any necessary insurance on the dispatch service, its employees, and equipment.

SECTION VIII: SAVINGS CLAUSE


In case one or more provisions or terms contained in this Agreement shall for any reason be held invalid, illegal, or otherwise unenforceable, it shall not affect any other provision or term thereof. It is further the intention of the parties to this Agreement that in lieu of each clause or provision of this contract that is illegal, invalid, or unenforceable, there be added as a part of this Agreement a clause or provision as similar in terms to such illegal, invalid, or unenforceable clause or provision as may be possible and may be legal, valid, and enforceable.

IN WITNESS WHEREOF, the parties to this agreement have executed this Agreement in duplicate originals as of the effective date written above, each respective party acting by and through its governing body or its designee in the manner required by each respective party's charter or as otherwise required by law.


CITY OF SONORA


By: 
Juanita Gomez, Mayor

ATTEST


Belia Fay, City Secretary

SUTTON COUNTY

By: 
Jody Harris, County Judge


Pam Thorp, County Clerk

**Interlocal Agreement
Animal Control**

STATE OF TEXAS

COUNTY OF SUTTON

THIS AGREEMENT, made and entered into this 22nd day of January, 2024, by and between the City of Sonora, of the County of Sutton, State of Texas, a General Law Municipal Corporation (hereinafter referred to as "City") and the County of Sutton, a political subdivision of the State of Texas (hereinafter referred to as "County"), each acting herein by and through its duly authorized officials.

WITNESSETH

WHEREAS, the Interlocal Cooperation Act (Chapter 791, Texas Government Code) provides in part that local governmental entities are authorized to enter into contracts to improve the efficiency and effectiveness of the local governments.

NOW, THEREFORE, for and in consideration of the premises and the mutual benefits to be derived by each of the parties hereto, which said parties now agree to be a valuable and sufficient consideration, said parties agree and covenant upon the terms and conditions as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to provide for effective control of rabid and/or vicious animals, varmint control and dead animal removal services within the City and unincorporated areas of Sutton County, Texas.

SECTION II: DURATION

The effective date of this Agreement is 01/22/2024 and the agreement shall remain in full force for two years. However, either City or the County shall, upon affording proper written notice by certified or registered mail, have the option to terminate this Agreement on or before sixty (60) days prior to the requested date of termination. Further, the parties may terminate this Agreement at any time by mutual agreement.

SECTION III: DUTIES AND RESPONSIBILITIES

City will be responsible for performing all the functions set out in this Agreement.

City will be responsible for administration and operation of the animal control department, including but not limited to, providing trained employees and all necessary vehicles and equipment.

City will respond and provide service to the unincorporated areas of Sutton County, Texas, for rabid and/or vicious animals and removal of dead animals but only if the call is being dispatched through the Sheriff's Office and must be authorized by the Sutton County Sheriff. The City will bill the County on a monthly basis for any services that are provided to the unincorporated areas in Sutton County. The

commissioners agreed that they will only pay for 6 days of animal shelter for normal cases unless authorized by County Judge. The City shall provide a copy of the billing from the shelter.

SECTION IV: CAPITAL EXPENSES

All capital expenses deemed necessary by the City for the proper administration of the animal control department shall be borne by the City.

SECTION V: CONSIDERATION

City and County agree that all costs associated with the animal control department shall be paid by the City as part of reciprocal action to serve each other, with the exception of trapping and dead animal removal services provided to the unincorporated areas of Sutton County, Texas. County agrees to pay all personnel costs for trapping and dead animal removal services in these areas.

SECTION VI: COUNTY NOT LIABLE

Neither the City, its agents, employees nor any other person operating under this Agreement shall be deemed to be an agent or employee of the County and the County shall not be liable for the negligence or other tortious conduct of any such persons.

SECTION VII: INSURANCE

The City agrees to maintain any necessary insurance on the animal control service, its employees, vehicle, and equipment.

SECTION VIII: ANNUAL BUDGET SUBMISSION

The City agrees to provide the County with a proposed animal control department budget for the year upcoming, said proposed budget being submitted on or before August 1 of each year.

The City agrees to provide the County with a proposed list of capital expenditures for the year upcoming on or before May 1 of each year.

SECTION IX: APPLICABLE LAWS, VENUE

This agreement shall be constructed under and in accordance with the laws of the state of Texas, and all obligations of the parties created hereunder are performable in Sutton County, Texas.

SECTION X: SOLE AGREEMENT


This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties.

SECTION XI: SAVINGS CLAUSE

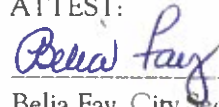
In case one or more provisions or terms contained in this Agreement shall for any reason be held invalid, illegal, or otherwise unenforceable, it shall not affect any other provision or term thereof. It is further the intention of the parties to this Agreement that in lieu of each clause or provision of this contract that is illegal, invalid, or unenforceable clause or provision as may be possible and may be legal, valid, and enforceable.

IN WITNESS WHEREOF, the parties to this agreement have executed this Agreement in duplicate originals as of the effective date written above, each respective party acting by and through its governing body or its designee in the manner required by each respective party's charter or as otherwise required by law.

CITY OF SONORA

By: 
Juanita Gomez, Mayor

ATTEST:


Belia Fay, City Secretary

SUTTON COUNTY

By: 
Jody Harris, County Judge


Pam Thorp, County Clerk

**Interlocal Agreement
Senior Center**

STATE OF TEXAS

COUNTY OF SUTTON

THIS AGREEMENT, made and entered into this the 22nd day of January, 2024, by and between the City of Sonora, a General Law Municipal Corporation (herein called "City") and the County of Sutton, political subdivision of the State of Texas (herein called "County"), each acting herein by and through its duly authorized officials.

WITNESSETH:

WHEREAS Interlocal Cooperation Act (Chapter 791, Texas Government Code) provides in part that a city and county are authorized to enter into contracts to improve the efficiency and effectiveness of local governments.

NOW, THEREFORE, for and in consideration of the premises and of the mutual benefits to be derived by each of the parties hereto, which said parties now agree to be a valuable and sufficient consideration, said parties agree and covenant upon the terms and conditions as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to provide for maintenance and operation of multipurpose Senior Center to provide access to the following services to the elderly residents of Sutton County, Texas:

- Meals, nutrition and health education, health maintenance, transportation, information and referrals, and volunteer activities

SECTION II: DURATION

The effective date of this Agreement is 01/22/2024 and is good for two years. However, either the City or the County shall, upon affording proper written notice by certified registered mail, have the option to terminate this agreement on or before 60 days prior to the requested date of termination.

SECTION III: DUTIES AND RESPONSIBILITIES

1. City will be responsible for performing all the functions set out in this contract.
2. City will be responsible for preparing an annual budget for the operation of the Senior Center, including but not limited to providing trained employee and all necessary vehicles and equipment.

SECTION IV: CONSIDERATION

1. City and County agree to share equally in all costs associated with the operation of the Senior Center.
2. City will be responsible for preparing an annual budget for the operation of the Senior Center. Said budget shall be submitted to the County for approval. Should the amount estimated for operation of the Senior Center prove insufficient, City may amend the budget by utilizing the procedures required by applicable law.

3. The County shall pay its share (being one-half (1/2) of the total amount expended) to the City. Each payment shall be made on a monthly basis, all payments shall be made from current revenues available and shall fairly compensate the City for the services performed.
4. On September 30, of each year, a financial statement showing all amounts expended and collected during the fiscal year shall be provided by the City and any refund owed to the County or balance due to the City shall be paid within thirty (30) days.

SECTION V: CAPITAL EXPENSES

All capital expenses deemed necessary by the City for the proper administration of the Senior Center shall be approved by the County and the cost therefore shall be shared equally.

SECTION VI: COUNTY NOT LIABLE

Neither the City, its agents, employees nor any other person operating under this contract shall be deemed to be an agent or employee of the County and the County shall not be liable for the negligence or other tortious conduct of any such person.

SECTION VII: INSURANCE

The City agrees to maintain any necessary insurance upon the Senior Center, its employees, vehicles, and equipment.

SECTION VIII: APPLICABLE LAWS, VENUE

This agreement shall be constructed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Sutton County, Texas.

SECTION IX: SOLE AGREEMENT


This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties.

SECTION X: SAVINGS CLAUSE

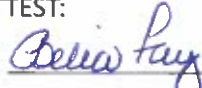
In case one or more provisions or terms contained in this agreement shall for any reason be held invalid, illegal, or otherwise unenforceable shall not affect any other provision or term thereof. It is further the intention of the parties to this Agreement that in lieu of each clause or provision of this contract that is illegal, invalid or unenforceable, there be added as part of this Agreement a clause or provision as similar in terms to such illegal, invalid or unenforceable clause or provision as may be possible and may be legal, valid or enforceable.

IN WITNESS WHEREOF, the parties to this Agreement have executed this Agreement in duplicate originals as of the effective date written above, each respective party acting by and through its governing body or its designee in the manner required by each respective party's charter or as otherwise required by law.

CITY OF SONORA

By: 
Juanita Gomez, Mayor

ATTEST:


Belia Fay, City Secretary

SUTTON COUNTY

By: 
Jody Harris, County Judge


Pam Thorp, County Clerk

**INTERLOCAL AGREEMENT
STREET PAVING**

STATE OF TEXAS
COUNTY OF SUTTON

THIS AGREEMENT, made and entered into this the 22nd day of January, 2023, by and Between the City of Sonora, of the County of Sutton, State of Texas, a General Law Municipal Corporation (hereinafter referred to as "City") and the County of Sutton, a political subdivision of the State of Texas (hereinafter referred to as "County"), each acting herein by and through its duly authorized officials.

WITNESSTH:

WHEREAS, the Interlocal Cooperation Act Chapter 791 of the Texas Government Code provides in part that local governmental entities are authorized to enter into contracts to improve the efficiency and effectiveness of local governments.

NOW, THEREFORE, for and in consideration of the premises and of the mutual benefits to be derived by each of the parties hereto, which said parties now agree to be a valuable and sufficient consideration, said parties agree and covenant upon the terms and conditions as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to provide street paving services for the citizens of Sonora and Sutton County, Texas.

SECTION II: DURATION

The effective date of this Agreement is 01/22/2024 and the agreement shall remain in full force for two years. However, either the City or the County shall upon affording proper written notice by certified or registered mail, have the option to terminate this Agreement on or before sixty (60) days prior to the requested date of termination. Further, the parties may terminate this Agreement at this time by mutual agreement.

SECTION III: DUTIES AND RESPONSIBILITIES

County will be responsible for the following:

1. Providing street paving services to the City on streets within the city limits of City;
2. Acquiring any and all necessary street paving materials:

City will be responsible for the following:

1. Preparing streets for paving:
2. Making equipment and employees available as needed during paving:

The City will provide a schedule of streets to be paved each year to the County for approval, subject approval of County Road Department as to readiness for paving.

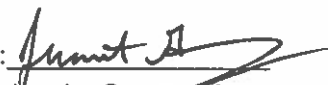
SECTION IV: APPLICABLE LAWS, VENUE

This agreement shall be constructed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Sutton County, Texas.

SECTION V: SOLE AGREEMENT

This agreement const the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties.


CITY OF SONORA

By: 
Juanita Gomez, Mayor

SUTTON COUNTY

By: 
Jody Harris, County Judge

ATTEST:


Belia Fay, City Secretary


Pam Thorp, County Clerk

**Interlocal Agreement
Public Transportation**

STATE OF TEXAS

COUNTY OF SUTTON

THIS AGREEMENT, made and entered into this 22nd day of January, 2024, by and between the City of Sonora, of the County of Sutton, State of Texas, a General Law Municipal Corporation (hereinafter referred to as "City") and the County of Sutton, a political subdivision of the State of Texas (hereinafter referred to as "County"), each acting herein by and through its duly authorized officials.

WITNESSETH

WHEREAS, the Interlocal Cooperation Act (Chapter 791, Texas Government Code) provides in part that local governmental entities are authorized to enter into contracts to improve the efficiency and effectiveness of the local governments.

NOW, THEREFORE, for and in consideration of the premises and the mutual benefits to be derived by each of the parties hereto, which said parties now agree to be a valuable and sufficient consideration, said parties agree and covenant upon the terms and conditions as follows:

SECTION I: PURPOSE

The purpose of this Agreement is to provide transportation services for the citizens of Sonora and Sutton County, Texas.

SECTION II: DURATION

The effective date of this Agreement is 01/22/2024 and the agreement shall remain in full force for two years. However, either City or the County shall, upon affording proper written notice by certified or registered mail, have the option to terminate this Agreement on or before sixty (60) days prior to the requested date of termination. Further, the parties may terminate this Agreement at any time by mutual agreement.

SECTION III: DUTIES AND RESPONSIBILITIES

The County will be responsible for performing all the functions set out in this Agreement.

The County will be responsible for working with the Concho Valley Council of Governments for insuring the proper operation of the program.

The County will contract with the Concho Valley Council Governments to provide the transportation services. The cost will be shared equally between the County and the City.

The County will bill the City Monthly for half of the cost.

SECTION IV: APPLICABLE LAWS, VENUE


This agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Sutton County, Texas.

SECTION V: SOLE AGREEMENT


This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties.

IN WITNESS WHEREOF, the parties to this agreement have executed this Agreement in duplicate originals as of the effective date written above, each respective party acting by and through its governing body or its designee in the manner required by each respective party's charter or as otherwise required by law.

CITY OF SONORA

By: 
Juanita Gomez, Mayor

ATTEST:


Belia Fay, City Secretary

SUTTON COUNTY

By: 
Jody Harris, County Judge


Pam Thorp, County Clerk



TEXAS ASSOCIATION of COUNTIES
COUNTY INFORMATION RESOURCES AGENCY

January 19, 2024

Dear Sutton County,

On behalf of the TAC CIRA team, we wish you a Happy New Year and are looking forward to continuing to serve you throughout 2024!

Our records indicate we do not have a signed copy of the most current version of one or more CIRA agreements. Enclosed please find a copy of the agreement(s) we are missing, have approved by your commissioners court or governing body, and return to CIRA at support@county.org no later than February 29.

Also, please take this time to review the TAC CIRA services our records reflect your entity intends to continue through 2024.

- Email Hosting & Support: YES
- Email Archiving: NOT CURRENTLY IN USE
- Website Hosting & Support: NOT CURRENTLY IN USE
- Website Package: NOT CURRENTLY IN USE
- Website Posting Service Included: NOT CURRENTLY IN USE

If you have any questions about your TAC CIRA services or would like to make changes, please don't hesitate to contact the CIRA Team at (512) 478-8753 or via email at support@county.org.



TEXAS ASSOCIATION *of* COUNTIES COUNTY INFORMATION RESOURCES AGENCY

SERVICES AGREEMENT

FINDINGS:

1. CIRA is an interlocal entity as authorized by the Texas Interlocal Cooperation Act, Texas Government Code Chapter 791, to provide certain technology services to its members.
2. Member is a local government or governmental entity that has executed an Interlocal Participation Agreement with CIRA and would like to obtain technology services from CIRA.
3. Member's governing body has approved execution of an Interlocal Participation Agreement with CIRA.

AGREEMENT:

In consideration of the mutual covenants and agreements set forth below, CIRA and the Member agree as follows:

1. GENERAL TERMS AND CONDITIONS

1.1 Definitions.

- 1.1.1 "Member" includes the Member and all officials and employees who use CIRA Services.
- 1.1.2 "Services" means a CIRA-sponsored or -provided service authorized by this Agreement.

1.1.3 "TAC" means the Texas Association of Counties.

1.1.4 "User" includes any person authorized by Member to use CIRA email or other Services.

1.2 Scope and conflict.

These General Terms and Conditions apply to the entire Agreement. If there is a conflict between this section and the specific terms and conditions for a particular Service, the individual terms and conditions govern. If the relationship between the terms is unclear the General Terms and Conditions will govern.

1.3 Authorized use.

Member may use CIRA-provided Services for a public purpose only and not for any private pecuniary gain. Member agrees not to use a CIRA Service to conduct a business or activity or solicit the performance of an activity that is prohibited by law. Member agrees to use the Services only for lawful purposes and in accordance with this Agreement. CIRA may amend its policies and guidelines at any time without notice to the Member.

1.4 Abuse of Services and CIRA's rights.

1.4.1 Prohibited activity. Activity that interrupts the normal use of the CIRA services or system for other CIRA Members is considered to be abuse of system resources and is prohibited. Examples of service abuse include spawning dozens of processes, or consuming excessive amounts of memory or CPU for long periods of time. Depending on the severity of the conduct or consequences, CIRA may issue a User that abuses the system an email warning or suspend the Member's or a User's account without notice. If CIRA determines that the abuse or misuse is unintentional, it may rescind a User's suspension.

1.4.2 Reporting required. Member must report to CIRA any information it has or obtains related to a current or past violation of CIRA policies or guidelines resulting in abuse of Services.

1.4.3 Investigation and action authorized. CIRA may investigate any reported violation of this Agreement or CIRA policies or guidelines and take any action that it deems appropriate and reasonable under the circumstance to protect CIRA services and systems, Members or third parties. CIRA will not access or review the contents of any email or similar stored electronic communications except as required or permitted by applicable law or legal process.

1.4.4 Public information. Member also understands that information stored on CIRA servers and systems incident to use of CIRA Services may be subject to disclosure under the Public Information Act, Government Code Chapter 552.

1.4.5 Content restriction or removal. CIRA may, but is not obligated to, restrict or remove any content that violates this Agreement or related policies or guidelines, or is otherwise objectionable or potentially infringing on any third party's rights or that potentially violates any laws. If CIRA becomes aware that a Member or User has violated this Agreement or related policies or guidelines, third party rights or laws, CIRA may immediately take action, including:

- (a) issuing a warning;
- (b) suspending or terminating a Service;
- (c) restricting or prohibiting use of hosted content ; and
- (d) disabling or removing any hypertext link to third-party websites, any information or content distributed or made available for distribution through a Service, or other content not supplied by CIRA that, in CIRA's sole discretion, may violate a law or infringe on a third-party right or that otherwise exposes or potentially exposes CIRA to civil or criminal liability.

1.4.6 Editorial control. CIRA's rights under this Agreement do not obligate CIRA to monitor or exert editorial control over information or content made available by a Member for distribution through a Service.

1.5 Security.

1.5.1 Password protection. SECURITY IS THE RESPONSIBILITY OF EVERYONE. Member and each authorized User agree to keep individual passwords secure and not disclose individual passwords to any other person **for any reason. A CIRA representative will never ask you for your password.** If a User believes that the security of a password has been compromised, it is the User's responsibility to change the password or request a password reset from CIRA or a Member email administrator to prevent unauthorized access to an account. If a User loses or cannot remember a password, the User must contact CIRA or a Member email administrator immediately to request that the password be reset.

1.5.2 Security breach. Member and its Users are solely responsible for any security breaches affecting Member accounts. If a Member's account is responsible for or involved in an attack on or unauthorized access into another server or system, CIRA may terminate the account and Services without notice.

1.5.3 Security enhancements. CIRA may make updates and/or implement changes

to Member email security settings to address critical security concerns without advance notice.

1.5.4 Policy compliance. If a Member's failure to comply with the CIRA service agreement causes damage to a CIRA or third-party account, another Member, or CIRA systems, CIRA may hold the Member responsible for the costs incurred by CIRA to correct the security breaches and restore the servers or systems.

1.6 Intellectual Property.

1.6.1 Compliance with copyright and other laws. Member agrees not to infringe or violate the rights of any third party, including any intellectual property rights, or violate any applicable law or regulation. Member agrees not to upload or transmit copyrighted materials using CIRA Services without the permission of the copyright holder or as otherwise permitted by law. Member is solely responsible for ensuring that it has the authorization necessary to publish or enable hypertext links from its website to other third-party websites. In addition, Member shall retain all intellectual property rights it has (including copyrights and trademarks) as well as ownership of any data it provides.

1.6.2 CIRA's rights. CIRA retains exclusive proprietary rights to all materials it uses to provide Service under this Agreement, including:

- (a) computer software in object code and source code form;
- (b) data or information developed or provided by CIRA or its suppliers or agents under this Agreement;
- (c) know-how, methodologies, equipment, or processes used by CIRA to provide Services; and
- (d) copyrights, trademarks, patents, trade secrets, and any other proprietary rights related to the Services.

1.7 Disclaimer.

1.7.1 No warranties. CIRA makes no warranties of any kind, either express or implied, for the Services it provides. CIRA disclaims any warranty of merchantability or fitness for a particular purpose. CIRA will not be responsible for any direct, indirect or consequential damages that may result from the use of its Services including loss of data resulting from delays, non-delivery or interruption in service. CIRA exercises no control over, and accepts no responsibility for, the content of the information passing through CIRA's servers, host computers, network hubs or the Internet. ALL SERVICES PERFORMED UNDER THIS AGREEMENT ARE PERFORMED "AS IS" AND WITHOUT WARRANTY AGAINST FAILURE OF PERFORMANCE INCLUDING ANY FAILURE BECAUSE OF COMPUTER HARDWARE OR COMMUNICATION

SYSTEMS. EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, CIRA DOES NOT MAKE AND DISCLAIMS, AND MEMBER WAIVES ALL RELIANCE ON, ANY REPRESENTATIONS OR WARRANTIES, ARISING BY LAW OR OTHERWISE, REGARDING THE SERVICES, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, OR ARISING FROM COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE IN TRADE.

1.7.2 No liability. CIRA is not liable for any temporary delay, outages or interruptions of a Service, nor is CIRA liable for any damages resulting from a delay, outage or interruption. CIRA is not liable for unauthorized access to, alteration, theft, or destruction of a website or a Member's data files, programs or information through accident, fraudulent or unauthorized means or devices, if resulting from the action of Members officials, employees or agents, or a third party authorized by Member. CIRA is liable for unauthorized access to, or alteration, theft, or destruction of a website or a Member's data files, programs or information through accident, fraudulent or unauthorized means or devices, if resulting from the action of CIRA's employees or agents, or a third party authorized by CIRA. CIRA's liability for any reason or any cause of action, including breach of contract, breach of warranty, negligence, strict liability, misrepresentation, and other torts is limited to three times the amount of annual fees actually paid to CIRA by Member under this Agreement.

1.8 Indemnification and defense.

Each party (Indemnitors) will indemnify and defend the other party and its officers, directors, employees, agents, successors and assigns (Indemnitees) to the extent allowed by law from and against all claims, liabilities, damages and losses including without limitation attorneys' fees and costs arising out of or resulting from any claim brought or made by any third party against any Indemnitees and arising from: (i) any alleged or actual violation or infringement by Indemnitor of any copyright or other intellectual property of a third party in connection with this Agreement; (ii) death or injury to the extent caused by the negligence or willful misconduct of the Indemnitor, or any of Indemnitor's agents, employees or contractors; (iii) damage to, or loss or destruction of, any real or tangible personal property to the extent caused by the negligence or willful misconduct of the Indemnitor, its affiliates, or any of Indemnitor's or its affiliates' agents, employees or contractors; (iv) any violation of applicable law by the Indemnitor after the Effective Date; or (v) any breach by the Indemnitor of any of its representations and warranties under the Agreement.

In claiming any indemnification under this provision, the Indemnitee shall promptly provide the Indemnitor with written notice of any claim that the Indemnitee believes falls within the scope of this provision. The Indemnitee may, at its own expense assist in the defense if it so chooses, provided that: (1) the Indemnitor shall control such

defense and all negotiations relative to the settlement of any claim; and (2) any settlement intended to bind the Indemnitee shall not be final without the Indemnitee's written consent, which shall not be unreasonably withheld.

1.9 Notice.

All notices and communications under this agreement must be sent in writing to the following by United States Postal Service, hand delivery, email or fax:

To CIRA:

The County Information Resources Agency

c/o Texas Association of Counties

1210 San Antonio Street

Austin, Texas 78701

Attn: CIRA Manager

Support@county.org

Fax: (512) 479-1807

To Member:

To the CIRA Coordinator specified on the signature page.

1.10 Term and Termination.

1.10.1 Term. The term of this Agreement is from the effective date to December 31 of the same year. The Agreement will automatically renew annually for one-year terms beginning January 1 and ending December 31, unless terminated as provided in this section.

1.10.2 Agreement termination. Either party may terminate this Agreement at any time following 30-days written notice to the other party.

1.10.3 Service termination. Either party may terminate a Service at any time following 30-days written notice to the other party. If Member terminates a Service without cause, Member will not be entitled to a refund of fees paid under this Agreement. If CIRA fails to perform a Service under this Agreement and fails to cure the defect within 30 days of receiving written notice of the failure by the Member, Member may terminate for cause. If Member terminates this agreement for cause as provided in this section, Member will be entitled to return of any fees paid for Services that have not been rendered at the time of termination.

1.11 Applicable Law.

The laws of the State of Texas shall govern the interpretation, validity, performance and enforcement of this Agreement. Venue is in Travis County, Texas.

1.12 Severability.

If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, the legality, validity and enforceability of the remaining provisions of this Agreement will not be affected.

1.13 Amendment.

Except as provided in Section 1.3, Authorized Use, this Agreement may not be amended or modified except in writing, as authorized by the governing bodies of CIRA and the Member.

1.14 Third Party Rights.

This Agreement does not and is not intended to confer any rights or remedies upon any person other than the parties.

1.15 Assignment.

This Agreement may not be assigned by either party without the prior written consent of the other party, which consent shall not be unreasonably withheld.

1.16 Payment terms.

CIRA will invoice Member for services under this Agreement as follows: (1) monthly for email; and (2) annually for websites. Either Party may terminate this Agreement for convenience by providing 30 days written notice to the other Party. Email licenses may only be terminated effective the monthly anniversary date of when the email license was initially purchased. Monthly fees cannot be prorated. Upon Member requesting cancellation of a license, CIRA will remove the email license on the next eligible cancellation date at the end of the monthly commitment, and the Member will be responsible for the cost of that email license until it can be removed. For example, if an email license is added on the 15th day of a month, it can physically only be removed on the 15th day of another month. Website hosting services are renewed annually for a term that runs from January through December and Member's first annual payment shall be prorated based on when Member first obtains CIRA website hosting service. Member will pay within 30 days of receipt of invoice, unless other payment arrangements are approved in writing by CIRA. If Member fails to make a payment when due, CIRA may: (1) suspend services; and (2) charge a service charge of one percent per month on the total amount due or the maximum legal rate allowed by law, whichever is less. CIRA may recover legal costs, including attorney fees, if collection activities are required to collect outstanding fees under this Agreement. CIRA may increase prices for any of its services with 90 days' notice to the Member.

2. TERMS AND CONDITIONS FOR EMAIL SERVICES.

2.1 Email storage.

A Member may not allow its employees to store personal emails on the email server, and should require employees to promptly delete personal email after it is sent or received. Storage of Member-related email must comply with the Member's email retention policies.

2.2 Email deletion.

Member understands and agrees that CIRA may purge any *deleted* email that has been on the email server for more than 90 days after it has provided Member with 60 day notice that it intends to purge email, including the date of the purge. CIRA may purge any other email after one year, following 60 day notice to the Member that it intends to purge email.

2.3 Email backup.

CIRA Services under this agreement do not include making backup copies of email, and CIRA is not responsible for retrieving deleted or purged emails.

2.4 Records retention.

CIRA is not responsible for ensuring that the Member's officials and employees comply with applicable records retention laws and policies. **Member understands and agrees that it is the Member's obligation to ensure that emails subject to records retention requirements are retained in a format other than on the email server for an appropriate period of time.**

2.5 Email Administrator.

Member shall designate three individuals who will authorize the fulfillment of email-related requests submitted to CIRA by Member county. At the Member's discretion, it may grant additional administrative access to the three designated email administrators to manage the Member's email accounts and perform the duties set forth below. CIRA will provide training to an Email Administrator as necessary to facilitate Member use of CIRA Services and to promote compliance with CIRA policies and guidelines. The frequency and content of any training provided under this section will be at CIRA's discretion.

2.6 Responsibilities of Email Administrator.

Responsibilities of the Email Administrator include:

2.6.1 Authorizing CIRA to fulfill requests for Member's employees that involve email accounts, such as new email applications, email deletion requests, password resets, and other related requests. Approval must be provided by email administrator in a timely manner to ensure Member does not experience delays.

2.6.2 Developing and implementing a procedure for determining which employees will be allowed to use the available email accounts.

2.6.3 Maintaining a record of the name of each email User and a copy of each User's Individual User Agreement.

2.6.4 Resetting passwords and emphasizing the importance of proper security measures in the use of the password.

2.6.5 Assisting email account Users with complying with applicable records retention requirements and schedules and any Member policies regarding records management.

2.6.6 Adding, modifying and deleting email accounts in compliance with applicable records retention schedules and records management plans.

2.6.7 Notifying an individual User before deleting an email account to provide an opportunity for preservation of email off of the email server.

2.6.8 Configuring email programs on a Member's device(s) as necessary to access the email server.

2.7 E-mail Terms and Conditions; Individual User's Obligations.

As a condition of a Member receiving email Service, each User authorized by the Member must agree to abide by the CIRA email terms and conditions by executing the form attached as Exhibit C and delivering it to the Member's Email Administrator. A User periodically may be required, prior to log in, to confirm the User's agreement to abide by CIRA's email terms and conditions. Member understands that a User's failure to confirm his or her agreement to abide by CIRA's email terms and conditions may result in the User's inability to access an email account. CIRA may change the terms and conditions for email Service and use as necessary to protect CIRA, its network, and its Members and their resources. To the extent practical, CIRA will promptly notify Member of any changes made to CIRA's email terms and conditions. CIRA will post the current version of the applicable terms and conditions on Texas Association of Counties website at <https://www.county.org/TAC-CIRA>.

2.8 Email security.

2.8.1 Maintaining the security and integrity of the Member's e-mail system is VERY IMPORTANT and is EVERYONE'S RESPONSIBILITY.

2.8.2 Alias, office, or department accounts may be shared but each User is required to obtain their own email license and is strongly encouraged to limit access or use of the account to only those officials or employees who need access to perform their job duties.

2.8.3 Member agrees not to share email passwords with anyone. Technical exception will apply if the User requests assistance from a CIRA representative.

2.8.4 Each User's email password will be required to meet certain requirements set by CIRA for security purposes, and Member agrees to comply with those standards when establishing or changing an email password.

2.8.5 Member agrees to prohibit Users from leaving an email password in plain view on or near a computer.

2.8.6 Member agrees to implement and/or enable two factor authentication for each individual e-mail account, which requires that each individual has his or her own e-mail license, including in instances of shared mailboxes. For mailboxes integrated with third-party applications, such as a fax line or printer, an exception for implementing two factor authentication can be requested.

2.9 Email Support.

2.9.1 CIRA staff will provide basic email support and assistance to Member. CIRA staff is not liable for implementation or support for third-party mail client programs such as Outlook, Thunderbird, Mac Mail, Apple Mail etc. CIRA staff will provide instruction and settings for Email account setup, troubleshooting send and receive errors and password assistance. Member is responsible for support beyond these parameters. CIRA does not provide support for software applications, computer hardware, or operating systems for a User's computer.

3. TERMS AND CONDITIONS FOR WEBSITE SERVICES.

3.1 Internet domain name.

Member authorizes CIRA to obtain and/or host the Member's domain name and server settings.

3.2 Internet service.

CIRA does not provide a Member with Internet access as a part of its website Service. Member must make arrangements with an Internet provider for Internet access.

3.3 Server storage.

CIRA will provide a Member with storage space on CIRA's website hosting provider's servers to house the data and files that constitute the Member's website. If a Member permits a specific department to operate a separate website, CIRA will also host that website at an additional charge for each website as provided in Exhibit B.

3.4 CIRA and TAC logos and links.

Member agrees to allow CIRA to place CIRA and Texas Association of Counties (TAC) logos on the Member's website home page and to include a link to both the TAC and CIRA websites on the Member's home page.

3.5 Website availability and Service interruption.

Except as provided below, CIRA will ensure that Member's website is available to third parties via the World Wide Web portion of the Internet 24 hours a day, seven days a week. At its sole discretion, CIRA may conduct maintenance and repair to its servers and systems which may result in a temporary loss of website availability or Service. Additionally, equipment failure may cause a temporary loss of website availability or Service. Member agrees that CIRA is not liable for any loss or interruption of website availability or Service regardless of the cause of interruption.

3.6 Website posting.

3.6.1 CIRA is not responsible for providing or posting website content unless that Service is specifically selected on Exhibit B. If Member determines website content and posts directly to its website, it agrees to use the content management software authorized or provided by CIRA.

3.6.2 If Member elects for CIRA to provide website posting assistance for Member's website, then the scope for services will follow these guidelines:

- (a) CIRA will post all state mandated documents submitted by Member.
- (b) CIRA will update staff information and all basic text updates requested by Member
- (c) CIRA will post all photos, graphics and documents that are appropriate and submitted by Member.
- (d) CIRA will post content and attachments in the format that is submitted by Member and will not make changes to content within attachments. Content adjustments within documents and attachments must be completed by Member.
- (e) Any edit request submitted by Member that is deemed a customization of the

website will be subject to a customization fee and is not included in the annual content management fee. A CIRA representative will notify Member of potential charge and discuss the edit request in depth with Member before implementation.

3.6.3 Member is responsible for compliance with all statutory posting requirements for its website, regardless of whether CIRA is providing website maintenance service.

3.6.4 CIRA performs website posting updates during the following business hours: Monday through Friday 8am to 5pm. Website posting requests received after 5pm will be processed on the following business day. In order to comply with Government Code §551.056, member is solely responsible for timely submission of materials to CIRA for purposes of compliance with statutorily imposed deadlines; e.g. 72 hour notice for commissioners court agendas. Emergency meeting notifications will be posted promptly after actual receipt by a CIRA staff member.

3.6.5 Member is responsible for submitting time-sensitive posting requests to CIRA in a timely manner. CIRA is not responsible for failure to comply with legal mandate if Member submits a posting request outside the window of time required by the State of Texas.

3.6.6 Member is responsible for ensuring that content published to its website follows accessibility guidelines and best practices in a manner that provides a reasonable accommodation for individuals with disabilities. When providing website posting services for a Member, CIRA staff will not alter or format content that is submitted to CIRA by Member and published on the Member's behalf. Content submitted by Member will be web published in the format the content was submitted to CIRA.

3.6.7 Customization of county websites. If a member requests a website update that will alter the appearance of the website beyond the standard template, it will be considered a customization of the website, and the Member will be charged accordingly.

3.7 Third-party content.

Member understands and agrees that Member and its individual Users are responsible for:

- (a) acquiring any authorization necessary for hypertext links to third-party web sites;
- (b) ensuring the accuracy of materials posted on the website, including third-party material; and

- (c) ensuring that the posted content does not infringe or violate any right, including an intellectual property right, of any third party.

3.8 Prohibited content.

Member agrees not to place or allow a User to place on the website any content or materials that:

- (a) could be seen as obscene, threatening, or malicious;
- (b) violates an applicable law or regulation;
- (c) infringes on a proprietary, contract, or other third-party right, including an intellectual property right; or
- (d) is designed to cause damage or harm to a computer or computer system accessing the website, including interruption of service.

4. ADDITIONAL SERVICES.

4.1 CIRA may offer Member services in addition to email and website services as agreed to in writing by both parties in an addendum to this Agreement. Payment terms for any additional services will be included in the negotiated terms.

COUNTY INFORMATION RESOURCE AGENCY

By: _____ Date: _____
Executive Director
Texas Association of Counties

MEMBER:

By: Joseph Harris Date: 01/23/2024
[Signature]

Joseph Harris
[Printed Name]

County Judge
[Title]

CIRA COORDINATOR CONTACT

The CIRA Coordinator is the county official or employee who will serve as the primary point of contact for any notices, updates, or other communications from TAC CIRA.

Name: Joseph Harris
Title: County Judge
County: Sutton
Telephone Number: (325) 387-2711 / (325) 226-9600
Email Address: judge.harris@co.sutton.tx.us
Physical Address: 300 E. Oak St., Ste 4, Sonora, TX
76950

MEMBER EMAIL ADMINISTRATOR (*required - applicable for email services only*) The member email administrator is a county official or employee who will manage the county's email accounts and perform the duties as outlined in this service agreement (see 2.5 and 2.6 for responsibilities.) Members are required to designate at least three email administrators, each of whom will be granted 1-3 levels of privileges, with Level 1 being required for three Email Administrators.

Level 1 (*Required for all Email Administrators*)

Responsible for authorizing TAC CIRA to fulfill member county's email-related requests.

Level 2 (*Optional for all Email Administrators*)

Provides the Administrator the ability to manage county email accounts (E.g., add and delete accounts, reset passwords.)

Level 3 (*Optional for all Email Administrators – Use discretion when granting*)

This privilege level grants the Administrator with global administrator access in the email control panel. Global administrator privileges allow the individual to make significant changes to service, including all security settings. **Two factor authentication must be enabled for users with this privilege level. It is**

suggested that this privilege level is reserved for IT professionals, as significant negative impacts are possible with unintended changes.

Email Administrator 1 (required)

Name: Snider Technology

Title: IT Support

County: _____

Telephone Number: (325) 895-5721

Email Address: _____

Physical Address: 58 Buick St., San Angelo, TX 76901

Level 1 (required) Provide this email administrator with privileges to approve or reject email-related requests.

Level 2 (optional) Provide this email administrator with privileges on the platform to manage email accounts (e.g., add and delete mailboxes.)

Level 3 (optional) Provide this email administrator with global administrator privileges for the email dashboard, including access to security settings.

Email Administrator 2 (required)

Name: Catherine Aguero

Title: Court Assistant (County Judge's Office)

County: Sutton

Telephone Number: (325) 387-2711

Email Address: court.assistant@co.sutton.tx.us

Physical Address: 300 E. Oak St, Ste 4, Sonora, TX 76950

Level 1 (required) Provide this email administrator with privileges to approve or reject email-related requests.

JK

Level 2 (optional) Provide this email administrator with privileges on the platform to manage email accounts (e.g., add and delete mailboxes.)

Level 3 (optional) Provide this email administrator with global administrator privileges for the email dashboard, including access to security settings.

Email Administrator 3 (required)

Name: Pam Thorp

Title: County & District Clerk

County: Sutton

Telephone Number: (325)387-3815

Email Address: county.district-clerk@co.sutton.tx.us

Physical Address: 300 E. Oak St., Ste 3, Sonora, TX
76950

Level 1 (required) Provide this email administrator with privileges to approve or reject email-related requests.

JK

Level 2 (optional) Provide this email administrator with privileges on the platform to manage email accounts (e.g., add and delete mailboxes.)

Level 3 (optional) Provide this email administrator with global administrator privileges for the email dashboard, including access to security settings.

Exhibit A: Email Services, Pricing and Order Form

Email Services

All email services are provided by a third-party vendor. Support and migration is provided by TAC CIRA. Please place an "X" in the box next to the email service selected, the number of email accounts and authorized signature below.

County/Member Name: Sutton

The required management fee offsets TAC's administrative expenses, including personnel, network, hardware and professional fees that are generated by the migration, support, licensing and administration of email services to the member. The member's management fees are charged on a monthly basis, amounting to 30% of the member's total monthly license fees for all email services products.

Selected Service	Email Service Description	Cost
<p>9A</p> <p><input checked="" type="checkbox"/></p> <p># of Email Accounts: <u>4</u> As of <u>01/23/21</u></p>	<p>Plan 1: Microsoft 365 Business Basic Email (50 GB)</p> <p>Exchange email, instant messaging and collaboration tools.</p> <ul style="list-style-type: none"> • 50 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes <u>online-only</u> version of Office Suite applications (Word, Excel, etc.) • Collaboration tools like SharePoint and Teams • 1 TB of One Drive Storage • Active directory integration • Content protections through Content Search • Maximum of 300 users • Email migration included 	<p>\$4.90 per email / per month</p> <p>+</p> <p>30% Management Fee per month</p>

GA

<input checked="" type="checkbox"/> # of Email Accounts: <u>23</u> <i>As of 01/23/24</i>	Plan 2: Microsoft 365 Business Standard Email (50 GB) Full featured productivity suite including collaboration tools, and the full Microsoft Office suite <ul style="list-style-type: none"> • 50 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes online and installed versions of Office Suite applications (Word, Excel, etc.) on up to 5 devices per user • Collaboration tools like SharePoint and Teams • 1 TB of One Drive Storage • Active directory integration • Content protections through Content Search • Maximum of 300 users • Email migration included 	\$12.40 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts:	Plan 3: Microsoft 365 Business Premium Email (50 GB) Full featured productivity suite including collaboration tools, and the full Microsoft Office suite, plus robust security features. <ul style="list-style-type: none"> • 50 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes online and installed versions of Office Suite applications (Word, Excel, etc.) on up to 5 devices per user • Collaboration tools like SharePoint and Teams • 1 TB of One Drive Storage • Active directory integration • Content protections through Content Search and Data Loss Prevention • Maximum of 300 users • Email migration included • Includes Exchange Online Archiving • Includes robust security features like Defender for Office 365, Azure Information Protection, and Azure Active Directory (Plan 1.) 	\$21.90 per email / per month + 30% Management Fee per month

<input type="checkbox"/> # of Email Accounts: <hr/>	Plan 4: Office 365 Enterprise - E1 (50 GB) Online versions of Microsoft Exchange email, instant messaging, and collaboration tools with unlimited users per plan. <ul style="list-style-type: none"> • 50 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes <u>online-only</u> version of Office Suite applications (Word, Excel, etc.) • Collaboration tools like SharePoint and Teams • 1 TB of One Drive Storage • Active directory integration • Content protections through Content Search • Unlimited number of users • Email migration included 	\$7.90 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts: <hr/>	Plan 5: Office 365 Enterprise - E3 (100 GB) Advanced enterprise features and management tools coupled with an Exchange mailbox, collaboration tools and the full Microsoft Office applications with unlimited users per plan. <ul style="list-style-type: none"> • 100 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes online and installed versions of Office Suite applications (Word, Excel, etc.) on up to 5 devices per user • Collaboration tools like SharePoint and Teams (with purchase of 5+ mailboxes) • 1 TB of One Drive Storage (free upgrade to up to 10 TB with purchase of more than 5 licenses) • Active directory integration • Content protections through Content Search, Core eDiscovery, and Data Loss Prevention • Unlimited number of users • Email migration included 	\$19.90 per email / per month + 30% Management Fee per month
<input checked="" type="checkbox"/> # of Email Accounts 19 As of 01/23/24	Plan 6: Office 365 Exchange Online Plan 1 (50 GB) Reliable business class email with 50 GB mailbox per user <ul style="list-style-type: none"> • 50 GB mailboxes • Enhanced email anti-virus and SPAM protection • Active directory integration • Content protections through Content Search • Unlimited number of users • Email migration included 	\$3.90 per email / per month + 30% Management Fee per month

<input type="checkbox"/> # of Email Accounts: <hr/>	Plan 7: Exchange Online Plan 2 (100 GB) All of the features of Exchange Online Plan 1, plus 100 GB of mailbox storage and data loss prevention. <ul style="list-style-type: none"> • 100 GB mailboxes • Enhanced email anti-virus and SPAM protection • Active directory integration • Content protections through Content Search and Data Loss Prevention • Unlimited number of users • Email migration included 	\$7.90 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts: <hr/>	Plan 8: Office 365 - F3 (2 GB) Low-storage mailbox with collaboration tools and a selection of Microsoft Office applications. <ul style="list-style-type: none"> • 2 GB mailboxes • Enhanced email anti-virus and SPAM protection • Includes <u>online-only</u> version of Office Suite applications (Word, Excel, etc.) • Collaboration tools like SharePoint and Teams • 2 GB of OneDrive storage • Active directory integration • Content protections through Content Search • Unlimited number of users • Email migration included 	\$3.90 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts <hr/>	Add-On Feature 1: Email Archiving Implement archiving for all of your email users. Your county email administrator will receive training on utilizing the archiving dashboard. From the moment archiving is enabled, all emails sent and received from that point are archived. Counties can opt to perform a historical import of stored emails sent/received previously for about \$6 per GB.	\$3.00 per email / per month + 30% Management Fee per month

<input type="checkbox"/> # of Email Accounts: _____	Add-On Feature 2: Microsoft Defender for Office 365 (Plan 1) Add Microsoft Defender for Office 365 to any 365 mailbox for enhanced security features, such as an additional layer of security for links and attachments, and advanced anti-phishing capabilities.	\$3.00 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts: _____	Add-On Feature 3: Microsoft Defender for Office 365 (Plan 2) All of the features of Microsoft Defender for Office 365 Plan 1, plus threat tracking, automated investigations of flagged activity, attack simulator module.	\$8.00 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts: _____	Add-On Feature 4: Azure Information Protection (Plan 1) Add Azure Information Protection to any 365 mailbox to classify and protect certain types of data and files by tracking and controlling how these materials are emailed internally and externally.	\$3.00 per email / per month + 30% Management Fee per month
<input type="checkbox"/> # of Email Accounts: _____	Add-On Feature 5: Azure Active Directory Premium P1 A robust set of capabilities to empower organizations with more complex identity and access management needs.	\$5.00 per email / per month + 30% Management Fee per month

Printed Name: Joseph Harris Title: County Judge

Authorized Signature:  Date: 01/23/2024

Exhibit B: Website Services, Pricing and Order Form

Website Services

Website hosting is provided by a third-party vendor. Migration, management and support services provided by TAC CIRA. Please place an "X" in the box next to the website service selected and get authorized signature below.

County/Member Name: Sutton

Selected Service	Website Service Description	Cost
<input type="checkbox"/>	<p>Standard Website Package</p> <ul style="list-style-type: none"> • Modern & streamlined pre-set website design • Responsive design adapts to variety of screen sizes • Secure Sockets Layer Certificate - security best practice, automatically renewed yearly • Training for county staff on website platform & making website edits • Project Management Services for Migration Included • Phone & email support, Monday - Friday, 8 am to 5 pm • This package does not qualify for website postings add-on option 	<p>\$1,550 per year</p>
<p>GA</p> <input checked="" type="checkbox"/>	<p>Standard Plus Website Package</p> <ul style="list-style-type: none"> • Includes all features of Standard Package, plus website postings add-on • Modern & streamlined pre-set website design • Responsive design adapts to variety of screen sizes • Secure Sockets Layer Certificate - security best practice, automatically renewed yearly • Training for county staff on website platform & making website edits • Project Management Services for Migration Included • Phone & email support, Monday - Friday, 8 am to 5 pm • Website Postings Add-on: unlimited website edits posted by TAC CIRA staff on your behalf – submit via email or web form 	<p>\$3,550 per year</p>

<input type="checkbox"/>	<p>Premium Website Package</p> <ul style="list-style-type: none"> • Modern & streamlined website design • Responsive design adapts to variety of screen sizes • Secure Sockets Layer Certificate - security best practice, automatically renewed yearly • Training for county staff on website platform & making website edits • Project Management Services for Migration Included • Phone & email support, Monday - Friday, 8 am to 5 pm • Custom designed website layout • Advanced website modules like blogs, database, custom site search engine and mobile website 	<p>\$4,500 first year (includes set-up fee & first annual payment)</p> <p>/</p> <p>\$3,200 annual fee (after first year)</p>
<input type="checkbox"/>	<p>Ultimate Website Package</p> <ul style="list-style-type: none"> • Modern & streamlined website design • Responsive design adapts to variety of screen sizes • Secure Sockets Layer Certificate - security best practice, automatically renewed yearly • Training for county staff on website platform & making website edits • Project Management Services for Migration Included • Phone & email support, Monday - Friday, 8 am to 5 pm • Custom designed website layout • Advanced website modules like blogs, database, custom site search engine and mobile website • Communicator module to prominently place county news & announcements on website homepage 	<p>\$5,500 first year (includes set-up fee & first annual payment)</p> <p>/</p> <p>\$4,200 annual fee (after first year)</p>
<input type="checkbox"/>	<p>Website Postings Add-on</p> <ul style="list-style-type: none"> • Available for Premium and Ultimate Website Packages only at a discounted rate • Website content posts and edits fulfilled by TAC CIRA staff on your behalf • Edits are submitted via email or web form 	<p>\$1,800 per year</p>

Selected Service	Website Service Description	Cost
<input type="checkbox"/>	<p>Website Content Migration or Customization</p> <ul style="list-style-type: none"> • If a member requests a website update that will alter the appearance of the website or if the request is beyond the scope of normal posting procedure, the member will incur a website customization charge. • Performing content migration from one website to another. 	\$50 / per hour
<input type="checkbox"/>	<p>Mobile App</p> <ul style="list-style-type: none"> • Available for Ultimate Website Packages only • Custom designed Mobile App for iOS and Android • Mobile Apps available for download in the App Store and Google Play Store • Project Management Services for Setup Included • Phone & email support, Monday - Friday, 8 am to 5 pm 	\$6,500 first year (includes set-up fee & first annual payment) / \$5,000 annual fee (after first year)
<input type="checkbox"/>	<p>New Custom Seal/Logo Design</p> <ul style="list-style-type: none"> • Have a new custom seal or logo designed for your county, department or program • Includes up to three custom design mockups • Final design format: Vector 	\$2,000 per logo
<input type="checkbox"/>	<p>Existing Seal/Logo Refresh</p> <ul style="list-style-type: none"> • Give your existing county seal or program logo a refreshed look • Includes design and color modifications • Price quote provided upon request • Final design format: Vector 	\$150 / per hour

Printed Name: Joseph Harris Title: County Judge
 Authorized Signature: Joseph Harris Date: 01/23/2024

Exhibit C: Email Terms and Conditions -Individual User's Agreement

As a condition of receiving access to the email Service provided by the Texas Association of Counties County Information Resources Agency (TAC CIRA), I understand and agree that:

1. I must comply with TAC CIRA's email terms and conditions as attached to this agreement;
2. The email terms and conditions may be revised by TAC CIRA from time to time and that and the current version of the applicable terms and conditions is the version be posted on the TAC website: <https://www.county.org/TAC-CIRA/Email-Services>;
3. I may periodically be required, before I am allowed to log into my email account, to confirm my agreement to abide by TAC CIRA's terms and conditions;
4. My failure to confirm my agreement to abide by TAC CIRA's email terms and conditions may result in TAC CIRA's refusal to allow me access to my email account;
5. I will keep my password secure and not disclose it to any other person for any reason;
6. If I believe that the security of my password has been compromised, I will immediately change it to prevent unauthorized access to my email account; and
7. If I lose or cannot remember my password, I will immediately contact TAC CIRA to request that my password be reset.
8. I will abide by and consent to the following terms and conditions
 - [Rackspace Acceptable Use Policy \(AUP\)](#)
 - [Microsoft End User License Terms](#)
 - [Microsoft License Mobility Terms](#)

SIGNED the 23rd day of January, 2024

Signature: Joseph Harris

Printed Name: Joseph Harris Title: County Judge

County: Sutton

Email address: judge.harris@co.sutton.tx.us