



BURNET COUNTY COMMISSIONERS COURT

Jim Luther, Jr
Precinct 1

Damon Beierle
Precinct 2

James Oakley
County Judge

Billy Wall
Precinct 3

Joe Don Dockery
Precinct 4

An agenda packet containing detailed information on the items listed below is distributed to the County Judge, Commissioners, and County Clerk the Friday preceding the meeting. The agenda packet is also posted on the county website at www.burnetcountytexas.org, under Public Meetings. A hard copy of the agenda packet is available in the County Clerk's office. Our Mission Statement: The mission of Burnet County is to maintain overall efficient and effective management of county resources while providing the services mandated by state and federal law and desired by the citizens of Burnet County.

REGULAR SESSION MEETING DATE: Tuesday OCTOBER 8, 2024

MEETING TIME: 9:00 a.m.

MEETING PLACE: 2nd Floor Courtroom located at 220 S. Pierce, Burnet, Texas

1. Call to Order
2. Invocation and Pledge of Allegiance to the Flags
3. Public Comments - Pursuant to Texas Government Code 551.007 (b), any person may make comment on any item appearing on the agenda. Any comments made will not be addressed by the Commissioners Court during the Public Comments agenda item. Public Comments are limited to three (3) minutes per person.
4. Presentation from the Texas Housing Foundation, Allison Milliorn, CPA - Chief Executive Officer (Oakley)
5. Presentation of a Proclamation for Texas Extension Educators Association Week (TEEA) by Kelly Tarla (Oakley)
6. Presentation of the V.G. Young Institute Completion Certificate to Damon Beierle by Kelly Tarla. (Oakley)
7. Discussion and/or action regarding moving the regularly scheduled Commissioners Court meeting from December 24, 2024, to December 19, 2024 (Oakley)
8. Discussion and/or action regarding amending the meal policy per diem rate (Oakley)

Attachments
TEEA Proclamation

Attachments
Meal Policy amendment

9. Discussion and/or action regarding the approval of the Treasurer's monthly report - August 2024 (Oakley)

Attachments

Treasurer report August

10. Discussion and or action regarding an anonymous letter received on October 1,2024, accusing Commissioner Damon Beierle of violating Local Government Code 171.004. (Beierle)

Attachments

Letter- Beierle

11. Discussion and/or action regarding approval to accept a grant and sign the Statement of Grant Award with Texas Indigent Defense Commission for FY25 Indigent Defense Improvement Grant for the North Hill Country Public Defender's Office.(Oakley)

12. Discussion and/or action concerning naming a road in Sunset Cliff Estates per the CAPCOG addressing guidelines to be known as Outlook Cove (Luther)

13. Discussion and/or action concerning the preliminary plat approval for Dickinson Ranch, Phase 1C, a public subdivision consisting of 2 lots on 5.97 acres off Jordan Hill Road (Wall)

14. Acknowledgment of Receipt:

a. TCEQ Receipt of Burnet County letter - Asphalt Proposed Permit

b. TCEQ letter in regard to Moonlight Bend, MUD

c. Monthly Building/Septic

d. Acknowledgment of receipt of the 2025 Contract Renewal Letter from TurnKey Health for inmate medical.

Attachments

TCEQ letter/asphalt

TCEQ Moonlight MUD

Septic Report -September

TurnKey

15. Discussion and/or action regarding contracts, agreements or grants to be approved and/or ratified:
 - a. Approval to accept the FY 25 SB22 Rural Law Enforcement Grant Program for the County Sheriffs, County Attorney, and District Attorney Offices
 - b. Approval to accept the grant award for the Women's Victim Advocate for FY25 Violence Against Women Justice and Training Program from the Office of the Governor, Public Safety Office, Criminal Justice Division. Total grant \$57,054.00 Match \$24,516.00
 - c. Approval to accept the FY24 grant for \$11,110.89 with Bulletproof Vests Partnership Program through the Office of Justice Programs at the Department of Justice
 - d. Accept and approve DocuSign for FY 25 Statewide Automated Victim Notification Service (SAVNS) Maintenance Contract with the Texas Attorney General Office and the agreement with Appriss Insights
 - e. Approval to accept a grant and sign the Statement of Grant Award (SGA) with Texas Indigent Defense Commission for FY2025 Indigent Defense Improvement Grant for the Add:MH Social Worker.
 - f. Approval to accept a grant and sign the Statement of Grant Award with Texas Indigent Defense Commission for FY 2025 Indigent Defense Improvement Grant for the North Hill Country Public Defender's Office.
 - g. Approval and or action regarding a Software Services Contract with Brightly Software, Inc.
 - h. Inter-local Agreement between Burnet County and the City of Burnet to assist with hot mix overlay during FY25 for Southland Dr. Burnet Texas

Attachments

Womens Victim Advocate

FY 25 Vine Agreement

FY 25 Vine

SGA-Social Worker Grant

Grant - Hill Country

Brightly

Inter-local City of Burnet

16. Discussion and/or action concerning calling for Bids and Bid openings, request for proposals/qualifications and related openings:
17. The following items are part of the Consent Agenda and require no deliberation by the Commissioner's Court. Any item from this agenda may be considered separately:
 - a. Consideration and approval of any pending personnel issues within the policy.
 - b. Consideration and approval concerning budget amendments.
 - c. Consideration and approval concerning budget line item transfers.
 - d. Consideration and authorization of payment of claims previously approved by the County Auditor.
 - e. Acceptance of reports of County Officials as required by LGC 115.02 previously examined by the County Auditor
 - f. Consideration and approval regarding Departmental equipment requests and/or property transfers.
 - g. Correspondence.

18. Calendar Review.

19. Adjournment

Posted by 5:00 o'clock P.M. on the 3rd day of October , 2024
COMMISSIONERS COURT, BURNET COUNTY, TEXAS

CLERK OF THE COURT

Burnet County Commissioners Court

Jim Luther Jr.
Precinct 1

Damon Beierle
Precinct 2

James Oakley
County Judge

Billy Wall
Precinct 3

Joe Don Dockery
Precinct 4

Regular Session

5.

Meeting Date: 10/08/2024

Subject

Presentation of a Proclamation for Texas Extension Educators Association Week (TEEA) by Kelly Tarla (Oakley)

Attachments

TEEA Proclamation

Texas Extension Education Association (TEEA) Week Proclamation

At a regular meeting of **Commissioners Court of Burnet County, Texas**, held on the 8th day of October 2024, on motion by:

and seconded by:

the following **Proclamation** was adopted:

THE COMMISSIONERS COURT []

OF []

Burnet COUNTY, TEXAS []

TEXAS EXTENSION EDUCATION WEEK

WHEREAS, the Texas Extension Education Association of Burnet County believes strong families are basic to the well being of Texas; and

WHEREAS, they have education programs that address critical needs impacting Texas families and communities; and

WHEREAS, they see education as a lifelong learning process; and

WHEREAS, they believe volunteers and opportunities for volunteer development are important; and

WHEREAS, they develop leadership that offers opportunities for personal growth and development; and

WHEREAS, cultural and ethnic diversity in programs and membership is present; and

WHEREAS, global awareness is recognized; and

WHEREAS, the Texas Extension Education Association cooperates with Texas A&M AgriLife Extension Service to attain mutual goals; and

WHEREAS, October 7, 2024 is Texas Extension Education Association Week in Texas,

NOW, THEREFORE, BE IT RESOLVED AND APPROVED, by the Commissioners Court of Burnet County, Texas, to hereby proclaim the week of **OCTOBER 7, 2024 TEXAS EXTENSION EDUCATION ASSOCIATION WEEK IN Burnet COUNTY, TEXAS.**

ADOPTED, ORDERED, AND ENTERED OF RECORD in the minutes of the Commissioners Court of Burnet County, Texas, this 8th day of October, **2024**.

COUNTY JUDGE

COMMISSIONER, PRECINCT #1

COMMISSIONER, PRECINCT #2

COMMISSIONER, PRECINCT #3

COMMISSIONER, PRECINCT #4

ATTEST:

COUNTY CLERK

Burnet County Commissioners Court

Jim Luther Jr.
Precinct 1

Damon Beierle
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Joe Don Dockery
Precinct 4

Regular Session

8.

Meeting Date: 10/08/2024

Subject

Discussion and/or action regarding amending the meal policy per diem rate (Oakley)

Attachments

Meal Policy amendment

CURRENT POLICY 4/23/24:

11.04 MEALS

Employees or elected officials traveling outside the county may receive a per diem not to exceed \$50.00 per day for meals, providing they are traveling overnight on official business.

Any amount in excess of the IRS per diem rate will be considered a taxable fringe benefit. Breakfast will be paid for if you travel before 6:30 a.m. Lunch will be paid for if you travel before 10:30 a.m. Dinner will be paid for if you travel after 7:00 p.m. Amounts for each meal would be as follows: Breakfast - \$10.00, Lunch - \$15.00, and Evening - \$25.00.

The employee has the option of presenting receipts not to exceed \$50.00.

Employees that travel without an overnight stay must present receipts for reimbursement to be reimbursed on the employee's next paycheck. Amounts for each meal are as follows: breakfast may be reimbursed at \$10.00, lunch at \$15.00, and dinner at \$25.00. These meals are taxable as wages to the employee because travel must be away from home overnight to be excludable.

Burnet County will not reimburse for the following items:

- a. Alcoholic beverages;
- b. Optional Meals added as part of event registration;
- c. Guests' meals;
- d. Meals supplied by event sponsors (excluding breakfast).

Burnet County credit cards MAY NOT be used for payment of out-of-town conference/training meals.

PROPOSED POLICY 10/8/24:

11.04 MEALS

Employees or elected officials traveling outside the county may receive a per diem not to exceed \$63.00 per day for meals, providing they are traveling overnight on official business.

Any amount in excess of the IRS per diem rate will be considered a taxable fringe benefit. Breakfast will be paid for if you travel before 6:30 a.m. Lunch will be paid for if you travel before 10:30 a.m. Dinner will be paid for if you travel after 7:00 p.m. Amounts for each meal would be as follows: Breakfast - \$16.00, Lunch - \$19.00, and Evening - \$28.00.

The employee has the option of presenting receipts not to exceed \$63.00.

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Burnet County will not reimburse for the following items:

- e. Alcoholic beverages;
- f. Optional Meals added as part of event registration;
- g. Guests' meals;
- h. Meals supplied by event sponsors (excluding breakfast).

Burnet County credit cards MAY NOT be used for payment of out-of-town conference/training meals.

Purpose of Amendment: General Services Administration has increased per diem rates:

https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&fiscal_year=2025&state=TX&city=&zip=

Burnet County Commissioners Court

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Precinct 4

Regular Session

9.

Meeting Date: 10/08/2024

Subject

Discussion and/or action regarding the approval of the Treasurer's monthly report - August 2024 (Oakley)

Attachments

Treasurer report August

AFFIDAVIT

I, Karrie Crownover, Treasurer, CIO, in and for the County of Burnet, State of Texas, do present the foregoing Monthly Report to be a true and correct statement, to the best of my knowledge, of all accounts under the control of the Burnet County Treasurer for August, 2024. Any reconciling items not available to me at time of commissioners court meeting will be noted on the next month's report.

Karrie Crownover, Treasurer

Beginning Cash	\$63,126,718.19		Previous Year Balances:
and Investments Balance			\$59,882,953.20
Cash Receipts	\$2,226,361.96		\$6,368,086.32
Allocated Int Earned	\$41,341.14	Combined Int	\$38,894.44
Interest Earned	\$239,058.11	\$280,399.25	\$182,880.90
Cash Disbursements	-\$6,199,274.96		-\$15,261,188.52
Month Ending Cash			
and Investments Balance	\$59,392,863.30		\$51,172,731.90

For County purposes all contributions are hereby accepted LGC {81.302}

August 2024 contributions received:

Reserve Donations to VetRides \$1,279.00

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 this meeting. {LGC 114.026(c)}
On this 8th day of October, 2024.

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

James Oakley, County Judge

Jim Luther Jr., Commissioner Pct. 1

Damon Beierle, Commissioner Pct. 2

Billy Wall, Commissioner Pct. 3

Joe Don Dockery, Commissioner Pct. 4

ATTEST:

Karin Smith, Auditor

Vicinta Stafford, County Clerk

*NOTE: For a complete copy of the monthly report contact the Burnet County Treasurer's office at 512-756-5497

TOTAL CASH AND INVESTMENTS AUGUST 2024

Fund		Beg Balance	adjusted prev mo	Receipts	Disbursements	Interest	End Balance	
FSBCT								
5	APCA	\$1,766,646.21		\$4,850,330.07	-\$6,663,481.61	\$6,801.06	-\$46,505.33	-\$46,505.33
	DA-SZ	\$89,718.95		\$380.92	-\$4,006.00	\$380.92	\$86,093.87	\$86,093.87
	BOND	\$382,332.60		\$14,500.00	-\$40,000.00	\$0.00	\$356,832.60	\$356,832.60
	HISTORICAL COMM	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	JCA-Jury Clearing Acct	\$0.00		\$843.18	-\$843.18	\$1.18	\$0.00	\$0.00
	SEARCH/COPIES	\$79.81		\$22.02	-\$0.01	\$0.01	\$101.82	\$101.82
05-103-100	GEN POOLED CASH	\$9,036,713.03		\$3,043,659.71	-\$5,324,274.23	\$33,370.50	\$6,756,098.51	\$6,756,098.51
	FUNDS DETAIL EXHIBIT 'A'							
	County Clerk Clearing Acct	\$0.00		\$67,374.66	-\$67,374.66	\$208.24	\$0.00	\$0.00
	District Clerk Clearing Acct	\$0.00		\$49,082.57	-\$49,082.57	\$121.27	\$0.00	\$0.00
	JP1 Clearing Acct	\$0.00		\$14,580.27	-\$14,580.27	\$46.01	\$0.00	\$0.00
	JP2 Clearing Acct	\$0.00		\$26,376.95	-\$26,376.95	\$82.55	\$0.00	\$0.00
	JP3 Clearing Acct	\$0.00		\$8,417.59	-\$8,417.59	\$26.80	\$0.00	\$0.00
	JP4 Clearing Acct	\$0.00		\$21,882.89	-\$21,885.89	\$70.34	-\$3.00	-\$3.00
	Treasurer Clearing Acct	\$0.00		\$23,507.37	-\$23,507.37	\$232.26	\$0.00	\$0.00
	TOTAL CASH	\$11,275,490.60	\$0.00	\$8,120,958.20	-\$12,243,830.33	\$41,341.14	\$7,152,618.47	\$7,152,618.47
	C.D. Investments							
	Ally Bk Sandy U	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	American Rivier	\$251,080.36		\$0.00	\$0.00	\$1,030.01	\$252,110.37	\$252,110.37
	American First C	\$245,308.10		\$0.00	-\$1,061.22	\$1,061.22	\$245,308.10	\$245,308.10
	BluPeak CU	\$248,641.06		\$0.00	-\$249,169.00	\$527.94	\$0.00	\$0.00
	Citizens Bank	\$247,525.85		\$0.00	\$0.00	\$1,102.83	\$248,628.68	\$248,628.68
	Encore Bk Little	\$245,172.84		\$0.00	-\$246,071.62	\$898.78	\$0.00	\$0.00
	JPMorgan Chas	\$252,864.50		\$0.00	\$0.00	\$1,113.24	\$253,977.74	\$253,977.74
	Goldman Sachs	\$245,634.32		\$0.00	-\$1,092.43	\$1,092.43	\$245,634.32	\$245,634.32
	First Capital Bk	\$245,292.99		\$0.00	-\$1,009.20	\$1,009.20	\$245,292.99	\$245,292.99
	First OKLA Bk J	\$245,587.66		\$0.00	-\$1,071.62	\$1,071.62	\$245,587.66	\$245,587.66
	Kish BK Bellville	\$250,638.36		\$0.00	\$0.00	\$1,040.41	\$251,678.77	\$251,678.77
	Neighbors FCU	\$245,544.44		\$0.00	-\$1,054.86	\$1,054.86	\$245,544.44	\$245,544.44
	Highmark FCU	\$245,195.33		\$0.00	-\$1,009.20	\$1,009.20	\$245,195.33	\$245,195.33
	OakStar Bank N	\$248,069.30		\$0.00	-\$1,074.21	\$1,074.21	\$248,069.30	\$248,069.30
	Everbank NA	\$0.00		\$245,000.00	\$0.00	\$1,063.23	\$246,063.23	\$246,063.23
	Safra Natl BK	\$246,486.11		\$0.00	\$0.00	\$1,123.64	\$247,609.75	\$247,609.75
	First Freedom B	\$0.00		\$245,000.00	-\$977.99	\$1,009.54	\$245,031.55	\$245,031.55
	US BK NATL AS	\$256,968.77		\$0.00	\$0.00	\$1,158.46	\$258,127.23	\$258,127.23
	Americu CR UN	\$248,036.35		\$0.00	-\$1,126.87	\$1,126.87	\$248,036.35	\$248,036.35
	Vibrant CU	\$249,169.00		\$0.00	-\$1,169.00	\$1,169.00	\$249,169.00	\$249,169.00
	Wells Fargo BK	\$245,380.25		\$0.00	-\$1,071.62	\$1,071.62	\$245,380.25	\$245,380.25
	Western Allianc	\$247,678.22		\$0.00	\$0.00	\$1,092.43	\$248,770.65	\$248,770.65
	First Natl Bk Lor	\$0.00		\$248,000.00	\$0.00	\$434.85	\$248,434.85	\$248,434.85
	Flagstar Bk Natl	\$250,116.14		\$0.00	\$0.00	\$1,071.62	\$251,187.76	\$251,187.76
	Peoples Savings	\$0.00		\$245,000.00	\$863.88	\$863.88	\$245,863.88	\$245,863.88
	Guaranty Bk & T	\$245,698.08		\$0.00	-\$1,082.03	\$1,082.03	\$245,698.08	\$245,698.08
	Treasury							
	FEDERAL HOME LOAN BK	\$1,023,194.44		\$0.00	-\$25,000.00	\$4,166.67	\$1,002,361.11	\$1,002,361.11
		\$6,229,282.47		\$983,000.00	-\$533,040.87	\$29,519.79	\$6,708,761.39	
	TEXPOOL							
	PRESERVATION	\$1,065.12		\$0.00	\$0.00	\$4.66	\$1,069.78	\$1,069.78
	RECORDS ARCHIVES	\$66,097.95		\$0.00	\$0.00	\$297.37	\$66,395.32	\$66,395.32
	ROAD & BRIDGE	\$1,926.63		\$0.00	\$0.00	\$8.68	\$1,935.31	\$1,935.31
	HOTEL/MOTEL	\$721.12		\$0.00	\$0.00	\$3.11	\$724.23	\$724.23
	DEBT SERVICE	\$873.16		\$0.00	\$0.00	\$4.03	\$877.19	\$877.19
	TOTAL TEXPOOL	\$70,683.98		\$0.00	\$0.00	\$317.85	\$71,001.83	
	LOGIC							
	HOTEL/MOTEL	\$1,233,673.76		\$0.00	\$0.00	\$5,634.39	\$1,239,308.15	\$1,239,308.15
	RECORDS ARCHIVES	\$67,776.60		\$0.00	\$0.00	\$309.54	\$68,086.14	\$68,086.14
	ROAD & BRIDGE	\$3,694,739.63		\$0.00	\$0.00	\$16,874.52	\$3,711,614.15	\$3,711,614.15
	GENERAL	\$8,676,374.09		\$0.00	\$0.00	\$39,626.47	\$8,716,000.56	\$8,716,000.56
	DEBT SERVICE	\$1,411,578.51		\$0.00	\$0.00	\$6,446.91	\$1,418,025.42	\$1,418,025.42
	TOTAL LOGIC	\$15,084,142.59		\$0.00	\$0.00	\$68,891.83	\$15,153,034.42	
	TXCLASS							
	TN2020	\$1,679,417.57		\$0.00	\$0.00	\$7,742.58	\$1,687,160.15	\$1,687,160.15
	ROAD & BRIDGE	\$2,105,276.80		\$0.00	\$0.00	\$9,705.95	\$2,114,982.75	\$2,114,982.75
	GENERAL	\$10,729,617.90		\$0.00	\$0.00	\$49,466.68	\$10,779,084.58	\$10,779,084.58
	CARES 2021	\$1,492,296.22		\$0.00	-\$150,000.00	\$6,813.10	\$1,349,109.32	\$1,349,109.32
	TN2022	\$3,137,090.08		\$0.00	-\$150,000.00	\$14,396.09	\$3,001,486.17	\$3,001,486.17
	DEBT SERVICE	\$1,662,450.48		\$0.00	\$0.00	\$7,664.38	\$1,670,114.86	\$1,670,114.86
	REST/DEDICATED FUND	\$6,936,589.73		\$0.00	\$0.00	\$31,979.69	\$6,968,569.42	\$6,968,569.42
	TN2023	\$2,724,379.77		\$0.00	\$0.00	\$12,560.17	\$2,736,939.94	\$2,736,939.94
	TOTAL TXCLASS	\$30,467,118.55		\$0.00	-\$300,000.00	\$140,328.64	\$30,307,447.19	
	TOTAL INVESTMENTS	\$51,851,227.59	\$0.00	\$983,000.00	-\$833,040.87	\$239,058.11	\$52,240,244.83	\$52,240,244.83
	TOTAL CASH	\$11,275,490.60	\$0.00	\$8,120,958.20	-\$12,243,830.33	\$41,341.14	\$7,152,618.47	\$7,152,618.47
	LESS FUND TRANSFERS			-\$5,061,555.37	\$5,061,555.37			\$0.00
	LESS INVEST TRANSFERS			-\$983,000.00	\$833,040.87			
	INVESTMENTS	\$51,851,227.59	\$0.00	\$149,959.13	\$149,959.13	\$239,058.11	\$52,240,244.83	\$52,240,244.83
	TOTAL CASH & INVESTMENTS	\$63,126,718.19	\$0.00	\$2,226,361.96	-\$6,199,274.96	\$239,058.11	\$59,392,863.30	\$59,392,863.30

% Rate for Month

6 Month T-Bill
4.89%TexPool
5.30%Logic
5.38%TX Class
5.43%HCNB
5.00%

**EXHIBIT 'A' -- POOLED CASH
JULY 2024**

Fund	POOLED CASH ACC	adjusted prev mo	Beginning Balance	Current Activity	End Balance	
05-103-100	GEN POOLED CASH				\$6,756,098.51	
05-103-500	PCA/APCA POOLED CASH				-\$46,505.33	
TOTAL CASH IN BANK POOLED CASH					\$6,709,593.18	
100	GENERAL	-\$35,062.97	\$4,632,828.24	-\$1,689,344.80	\$2,908,420.47	\$2,908,420.47
110	CATTY CHCK COLLEC		\$2,419.06	\$1,158.45	\$3,577.51	\$3,577.51
120	D.A. SPECIAL		-\$7,699.86	\$0.00	-\$7,699.86	-\$7,699.86
140	ECONOMICAL DEVL	PMT	\$211,011.90	\$44,132.69	\$255,144.59	\$255,144.59
150	LAW LIBRARY		\$164,152.04	\$3,044.24	\$167,196.28	\$167,196.28
160	WESTERN CTY TWR		\$345,138.43	\$9,211.77	\$354,350.20	\$354,350.20
170	IHC		\$0.00	-\$222.18	-\$222.18	-\$222.18
180	RESTRICTED	\$82.28	\$2,084,267.50	-\$10,546.77	\$2,073,803.01	\$2,073,803.01
190	BCSO CHPTR 59		\$46,340.69	\$14,228.63	\$60,569.32	\$60,569.32
200	LIB		-\$38,005.85	-\$287,697.62	-\$325,703.47	-\$325,703.47
201	HBL DONATIONS		\$2,558.86	-\$712.25	\$1,846.61	\$1,846.61
202			\$39,575.01	-\$2,321.54	\$37,253.47	\$37,253.47
210	HISTORICAL COMM		\$163,591.14	\$1,050.29	\$164,641.43	\$164,641.43
211	LOCAL YOUTH DIVERSION		\$3,333.80	\$0.00	\$3,333.80	\$3,333.80
221	COUNTY REC MGMT		\$2,097.85	\$70.99	\$2,168.84	\$2,168.84
222	CCLK RECORDS		\$425,435.41	\$7,269.81	\$432,705.22	\$432,705.22
223	DCLK RECORDS		\$200,697.68	\$3,784.56	\$204,482.24	\$204,482.24
230	TECHNOLOGY FND	\$418.93	\$50,701.93	\$449.82	\$51,570.68	\$51,570.68
270	IMHS		-\$240,602.28	-\$891,067.05	-\$1,131,669.33	-\$1,131,669.33
290	GRANTS	\$13,408.40	-\$202,128.41	-\$37,441.00	-\$226,161.01	-\$226,161.01
291	GRANTS-HATTF		-\$47,657.73	\$82,605.56	\$34,947.83	\$34,947.83
292	GRANTS-SEX OFFNDR REG		\$0.00	\$0.00	\$0.00	\$0.00
293	ELECTIONS GRANT		-\$15.00	\$0.00	-\$15.00	-\$15.00
294	COVID REIMB		\$20.00	\$0.00	\$20.00	\$20.00
295	ARPA		\$108,029.39	-\$128,995.96	-\$20,966.57	-\$20,966.57
296	SB22-SHERIFF	\$5,337.48	\$157,317.18	-\$86,485.96	\$76,168.70	\$76,168.70
297	SB22 COUNTY ATT	\$2,520.79	\$63,879.91	-\$36,763.02	\$29,637.68	\$29,637.68
298	SB22 DISTRICT AT	\$4,142.99	\$123,312.56	-\$48,205.13	\$79,250.42	\$79,250.42
299	TIDC-ADD'L MH SO		-\$11,665.01	-\$8,750.22	-\$20,415.23	-\$20,415.23
300	ROAD & BRIDGE		-\$268,565.01	-\$433,158.06	-\$701,723.07	-\$701,723.07
310	R&B PCT #1		\$0.00	-\$360.61	-\$360.61	-\$360.61
320	R&B PCT #2		-\$599.40	-\$646.03	-\$1,245.43	-\$1,245.43
330	R&B PCT #3		\$0.00	-\$335.89	-\$335.89	-\$335.89
340	R&B PCT #4		\$5,676.98	-\$6,121.00	-\$444.02	-\$444.02
501	2018 FLOOD RCVRY		\$66,973.76	\$0.00	\$66,973.76	\$66,973.76
504	CHS	\$511.39	\$3,442.79	-\$354.69	\$3,599.49	\$3,599.49
505	JAIL COMM		\$322,919.70	-\$74,858.29	\$248,061.41	\$248,061.41
510	BLOOD DRAW PRGM		\$42,927.25	\$768.19	\$43,695.44	\$43,695.44
514	LEOSE TRNG		\$42,683.30	-\$4,865.00	\$37,818.30	\$37,818.30
600	DS		\$269,430.78	-\$67,006.24	\$202,424.54	\$202,424.54
700	CAP PRJCTS		\$148,683.76	\$794.00	\$149,477.76	\$149,477.76
710	CAP PRJCTS FACILITY IMPRVMNT		\$622,291.75	\$0.00	\$622,291.75	\$622,291.75
719	CAP PRJCTS 2019		\$565,130.53	\$3,017.90	\$568,148.43	\$568,148.43
720	TN2020		\$245,486.85	\$287.26	\$245,774.11	\$245,774.11
722	TN2022		\$57,308.54	-\$41,599.59	\$15,708.95	\$15,708.95
723	TN2023		\$252,469.57	-\$61,667.17	\$190,802.40	\$190,802.40
850	HRA		\$8,500.00	-\$1,740.00	\$6,760.00	\$6,760.00
880	T&A	\$10,328.24	\$137,401.31	\$46,166.06	\$193,895.61	\$193,895.61
881	CASH BONDS/SUBD		\$1,000.00	-\$500.00	\$500.00	\$500.00
990	PAYROLL	-\$1,687.53	\$1,262.34	-\$390,040.21	-\$390,465.40	-\$390,465.40
		\$0.00	\$10,803,359.24	-\$4,093,766.06	\$6,709,593.18	
	TOTAL CLAIM ON CASH				\$6,709,593.18	
	DIFFERENCE				\$0.00	

Burnet County Commissioners Court

Jim Luther Jr.
Precinct 1

Damon Beierle
Precinct 2

James Oakley
County Judge

Billy Wall
Precinct 3

Joe Don Dockery
Precinct 4

Regular Session

10.

Meeting Date: 10/08/2024

Subject

Discussion and or action regarding an anonymous letter received on October 1,2024, accusing Commissioner Damon Beierle of violating Local Government Code 171.004. (Beierle)

Attachments

Letter- Beierle

Greetings to Commissioner's and Judge from concerned and fearing citizen of Burnet, County,

I would like to start this letter by explaining why this is being sent anonymously. There is fear of retaliation from some people if they knew who came forward.

Seems to be a lot of this going on within the court here lately. I feel part of the retaliation done to commissioner Wall, and Judge Oakley look like retaliation from something they may have done or said. With all this being said the reason for this letter is to question with all the happenings within court members... why is commissioner Beierle not being investigated for his numerous local government code conflicts and interest 171.004? There has been several, but I will only bring up the two that have not met statute of limitations. This code was broken on May 9, 2023 for \$3600.00 concert series, item #18C on the agenda, and May 23, 2023 for \$5000.00 concert series. An individual has gone to law enforcement to report this and in the conversation with the officer the district attorney was contacted and he made mention that this could be more than a misdemeanor maybe even a felony. District attorney stated if the individual wants to make a formal complaint to go fill out paperwork with his office and he would look into it. This scared the individual because of fear of retaliation and decided not to go forward.

Question to the court is... If commissioner Beierle commits this during court why isn't the court or the County Attorney doing something about this? Why does a citizen have to bring this to attention? Commissioner Beierle admitted to breaking these rules during an open court meeting, September 12, 2023, item 14. When the judge asked each commissioner individually if they had done this before, all commissioners said no, except Beierle he said yes. I feel someone with the court or county attorney need to look into this before the statute of limitation runs out.

Can a copy of this be put into the court minutes at your meeting, and a copy given to each commissioner, judge, and county attorney?

Thank you for your time,

Concerned Citizen

Burnet County Commissioner's Court
County Judge James Oakley
220 S. Pierce Street
Burnet, Texas 78611



Burnet County Commissioners Court

Jim Luther Jr.
Precinct 1

Damon Beierle
Precinct 2

James Oakley
County Judge

Billy Wall
Precinct 3

Joe Don Dockery
Precinct 4

Regular Session

14.

Meeting Date: 10/08/2024

Subject

Acknowledgment of Receipt:

- a. TCEQ Receipt of Burnet County letter - Asphalt Proposed Permit
- b. TCEQ letter in regard to Moonlight Bend, MUD
- c. Monthly Building/Septic
- d. Acknowledgment of receipt of the 2025 Contract Renewal Letter from TurnKey Health for inmate medical.

Attachments

TCEQ letter/asphalt
TCEQ Moonlight MUD
Septic Report -September
TurnKey

Jon Niermann, *Chairman*
Bobby Janecka, *Commissioner*
Catarina Gonzales, *Commissioner*
Kelly Keel, *Executive Director*



10/8 CC
AS A/R
Ad

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

September 19, 2024

The Honorable James Oakley
Burnet County Judge
220 South Pierce
Burnet, TX 78611

Re: Asphalt Inc., LLC / Proposed Permit No. 176835

Dear Judge Oakley:

Thank you for your comments on behalf Burnet County. A copy will be forwarded to the Texas Commission on Environmental Quality (TCEQ) staff responsible for reviewing the permit application. All timely filed comments will be considered by the staff prior to the final decision on the application. You will be added to the mailing list for this application. After the opportunity to submit comments ends, a copy of the formal written response to all timely filed comments will be mailed to you. The Executive Director has approved a meeting for this permit application. Once it has been scheduled, you will receive a hard copy of the notice in the mail.

You may track the status of matters pending approval by the Commissioners or the Executive Director, as well as view comments and requests, by using the Commissioners' Integrated Database, which can be found here: <https://www14.tceq.texas.gov/epic/eCID/>. The TCEQ appreciates your interest in environmental issues. If you have any further questions, please feel free to contact the Public Education Program staff at 800-687-4040. For more information on how to be removed from this mailing list, please email chiefclk@tceq.texas.gov or call 512-239-3300.

Sincerely,

A handwritten signature in cursive script that reads "Laurie Gharis".

Laurie Gharis
Chief Clerk

cc: Air Permits Division
Environmental Law Division

* Comments can also be submitted online at www.tceq.texas.gov/goto/comments *

P.O. Box 13087 • Austin, Texas 78711-3087 • 512-239-1000 • tceq.texas.gov

How is our customer service? tceq.texas.gov/customersurvey

printed on recycled paper

Jon Niermann, *Chairman*
Bobby Janecka, *Commissioner*
Catarina R. Gonzales, *Commissioner*
Kelly Keel, *Executive Director*



10/8 cc
ns
A/R J.O.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

September 25, 2024

9489 0090 0027 6517 0155 26

CERTIFIED MAIL

Commissioners Court of Burnet County
c/o The Honorable Judge James Oakley
County Judge
220 South Pierce Street
Burnet, Texas 78611-2200

Re: Moonlight Bend MUD
TCEQ Internal Control No. D-09162024-030
CN: 606306496 RN: 112048772

Honorable Judge Oakley:

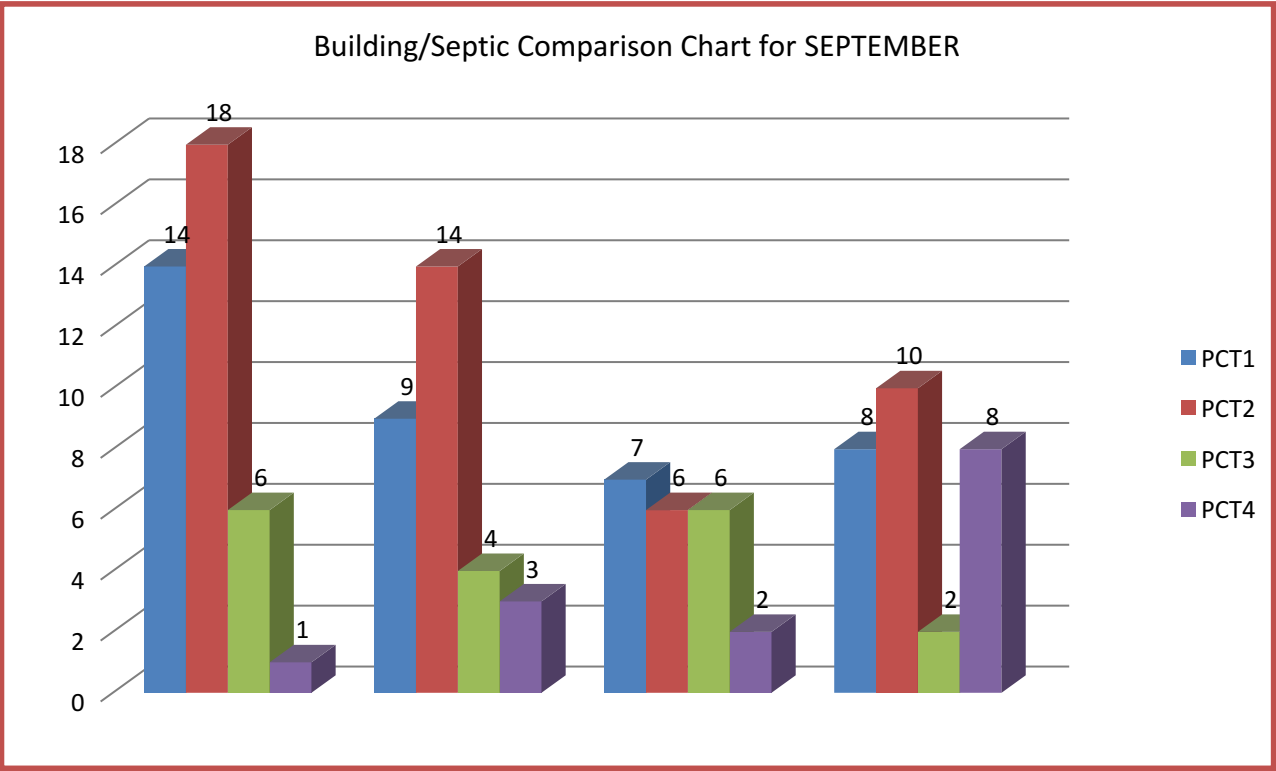
Information filed with the referenced petition (application) indicates the land (591.6905 acres) within the proposed Moonlight Bend Municipal Utility District (District) is located entirely outside the corporate limits of any municipality and is located, in whole or in part, within your county; therefore, Texas Water Code Section 54.0161, is applicable to this project.

In compliance with Texas Water Code Section 54.0161, notification is hereby given that this application has been filed with the Texas Commission on Environmental Quality (TCEQ). Pursuant to Texas Water Code Section 54.0161, the County Commissioners Court may make a recommendation regarding the creation of the proposed District. The Commissioners Court may submit to the TCEQ its written opinion stating whether it recommends the creation of the proposed District, and any findings, conclusions, and other information that the Commissioners Court thinks would assist TCEQ in making a final determination on the petition. It is requested that the Commissioners Court respond as soon as possible if it intends to submit a recommendation regarding the creation of this District.

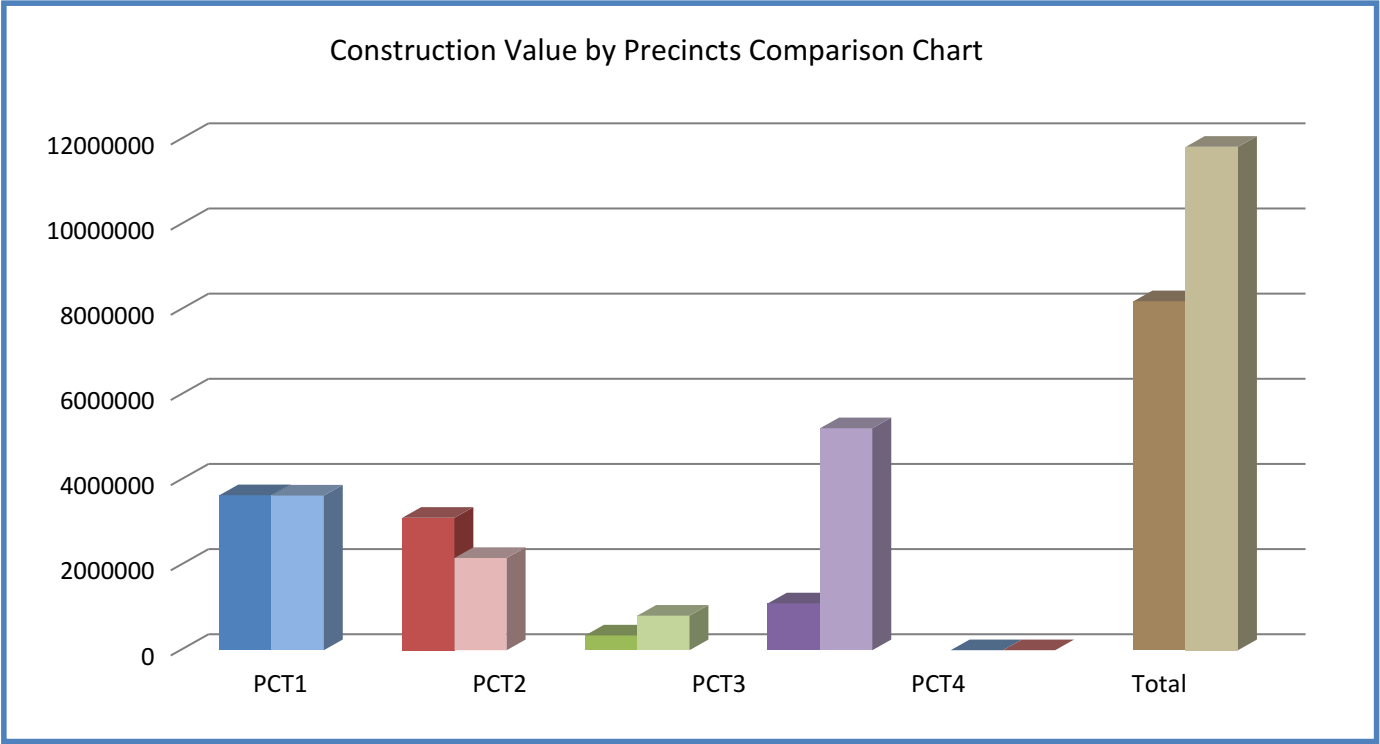
Texas Water Code Section 54.0161 requires that any written opinion be received by the TCEQ at least 10 days before the date set for the TCEQ to act on the application.

Please note that this opportunity to comment on the application is separate and apart from the right of the Commissioners Court, or any affected person, to protest the application and request a hearing pursuant to Texas Water Code Sections 49.011 and 54.018 and applicable TCEQ rules.

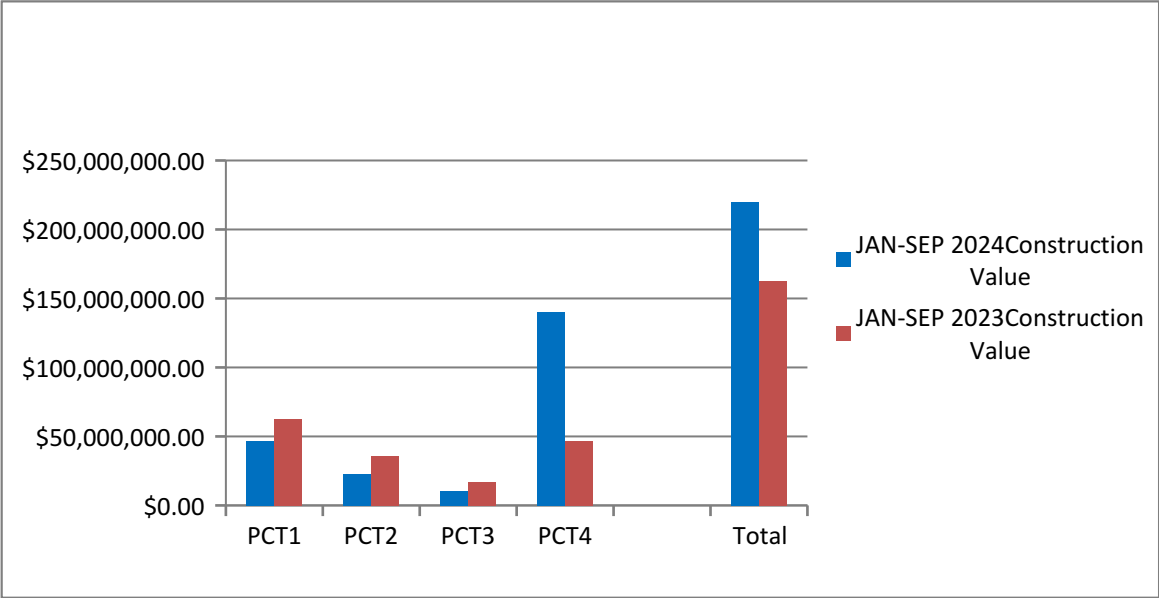
	SEP 2024		SEP 2023	
	Septic	Building	Septic	Building
PCT1	14	9	7	8
PCT2	18	14	6	10
PCT3	6	4	6	2
PCT4	1	3	2	8
TOTAL	39	30	21	28



	SEP 2024		SEP 2023	
2024	Construction Value	Construction Value	2023	
PCT1	\$3,640,000.00	\$3,633,056.00	PCT 1	
PCT2	\$3,110,000.00	\$2,165,912.00	PCT 2	
PCT3	\$346,179.00	\$811,400.00	PCT 3	
PCT4	\$1,100,000.00	\$5,213,503.00	PCT 4	
Total	\$ 8,196,179.00	\$ 11,823,871.00		



	JAN-SEP 2024	JAN-SEP 2023
	Construction Value	Construction Value
PCT1	\$46,858,048.00	\$62,876,789.00
PCT2	\$22,712,841.00	\$36,064,004.00
PCT3	\$10,564,762.00	\$17,010,102.00
PCT4	\$140,070,000.00	\$46,627,411.00
Total	\$ 220,205,651.00	\$ 162,578,306.00





900 NW 12th Street
Oklahoma City, OK 73106
(405) 516-0276
www.turnkeyhealthclinics.com

September 21, 2024

Sheriff Calvin Boyd
1601 E. Polk St.
P.O. Box 1249
Burnet, Texas 78611

RE: Burnet County, TX - CONTRACTUAL RENEWAL 2025

Sheriff Boyd:

As we near the end of the current contract year, we thank you for your continued trust in Turn Key Health Clinics as your inmate health partner. We are grateful for your commitment to providing quality health care services.

As with all health care providers, the costs associated with providing our services continues to increase, and the CPI for providing health care services has continued to outpace other industries for the past several years. Unfortunately, Turn Key is not immune from the impact of this inflation. We strive to remain competitive with the salary structures, bonuses and incentive programs of local hospitals and clinics competing for an increasingly limited supply of healthcare staff. Despite these challenges, we are exceptionally proud of the care we have provided to patients with your partnership.

For 2025, the monthly contract-billing rate beginning January 1, 2025 will be \$108,443.58. The remaining impact of our industry inflation will be absorbed through Turn Key's operational budget as a measure of our continued commitment to your agency. Should you have any questions at all, please feel free to contact me at your convenience. As always, Turn Key appreciates your partnership and your continued service to your community.

As always, Turn Key appreciates your partnership and your continued service to your community.

Sincerely,

Flint Junod, CEO
Turn Key Health Clinics
(405) 516-0276

For Burnet County

Date

Burnet County Commissioners Court

Jim Luther Jr.
Precinct 1

Damon Beierle
Precinct 2

James Oakley
County Judge

Billy Wall
Precinct 3

Joe Don Dockery
Precinct 4

Regular Session

15.

Meeting Date: 10/08/2024

Subject

Discussion and/or action regarding contracts, agreements or grants to be approved and/or ratified:

- a. Approval to accept the FY 25 SB22 Rural Law Enforcement Grant Program for the County Sheriff's, County Attorney, and District Attorney Offices
- b. Approval to accept the grant award for the Women's Victim Advocate for FY25 Violence Against Women Justice and Training Program from the Office of the Governor, Public Safety Office, Criminal Justice Division. Total grant \$57,054.00 Match \$24,516.00
- c. Approval to accept the FY24 grant for \$11,110.89 with Bulletproof Vests Partnership Program through the Office of Justice Programs at the Department of Justice
- d. Accept and approve DocuSign for FY 25 Statewide Automated Victim Notification Service (SAVNS) Maintenance Contract with the Texas Attorney General Office and the agreement with Appriss Insights
- e. Approval to accept a grant and sign the Statement of Grant Award (SGA) with Texas Indigent Defense Commission for FY2025 Indigent Defense Improvement Grant for the Add:MH Social Worker.
- f. Approval to accept a grant and sign the Statement of Grant Award with Texas Indigent Defense Commission for FY 2025 Indigent Defense Improvement Grant for the North Hill Country Public Defender's Office.
- g. Approval and or action regarding a Software Services Contract with Brightly Software, Inc.
- h. Inter-local Agreement between Burnet County and the City of Burnet to assist with hot mix overlay during FY25 for Southland Dr. Burnet Texas

Attachments

Womens Victim Advocate
FY 25 Vine Agreement
FY 25 Vine
SGA-Social Worker Grant
Grant - Hill Country
Brightly
Inter-local City of Burnet

Statement of Grant Award (SOGA)

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter E, Division 4 of the Texas Administrative Code, and the Texas Grant Management Standards (TxGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Grant Number:	4772902	Award Amount:	\$57,054.00
Date Awarded:	9/20/2024	Grantee Cash Match:	\$24,452.00
Grant Period:	10/01/2024 - 09/30/2025	Grantee In Kind Match:	\$0.00
Liquidation Date:	12/29/2025	Grantee GPI:	\$0.00
Program Fund:	WF-Violence Against Women Formula Grants	Total Project Cost:	\$81,506.00

Grantee Name:	Burnet County
Project Title:	Women's Victim Advocate
Grant Manager:	Brandi Barba
Unique Entity Identifier (UEI):	NX8AEXE5ALC7
CFDA:	16.588 - Violence Against Women Formula Grants
Federal Awarding Agency:	U.S. Department of Justice, Office on Violence Against Women
Federal Award Date:	9/13/2024
Federal/State Award ID Number:	15JOVW-24-GG-00542-MUMU
Total Federal Award/State Funds Appropriated:	\$13,935,716.00
Pass Thru Entity Name:	Texas Office of the Governor – Criminal Justice Division (CJD)
Is the Award R&D:	No
Federal/State Award Description:	The STOP Program continues to encourage the development and implementation of effective, victim centered law enforcement, prosecution, and court strategies to address violent crimes against women and the development and enhancement of victim services in cases involving violent crimes against women. It envisions a partnership among law enforcement, prosecution, courts, and victim services organizations to enhance victim safety and hold offenders accountable for their crimes against women.



Select Start to begin

START



RE: FY 2025 SAVNS Grant Contract

Contract Number: C-01654

Grantee: Burnet County

Amount: \$18,571.30

Executed:

Term: September 1, 2024 – August 31, 2025

Budget Coding:

ORG	PCA	Agy Obj
B310000	11300	76125137



FIFTH CONTRACT RENEWAL
PARTICIPATING ENTITY SERVICES AGREEMENT FOR THE
STATEWIDE AUTOMATED VICTIM NOTIFICATION SERVICE (SAVNS)

Contract No. 20222344900-324-01

WHEREAS, the Office of the Attorney General (OAG) is the Texas State agency tasked with certifying a statewide vendor to provide a Statewide Automated Victim Notification Service (SAVNS) to a variety of political subdivisions of the State of Texas, including counties, county Sheriffs, clerks and attorneys, district attorneys, and courts (“Participating Entities”);

WHEREAS OAG certified and contracted with **Appriss Insights, LLC. (“Vendor”)** as the statewide vendor to provide SAVNS to each of the Participating Entities (“OAG Certification Agreement”);

WHEREAS Burnet County as a Participating Entity and VENDOR executed a Participating Services Agreement identified as Contract No. 20222344900-324-01 under which VENDOR would provide SAVNS to Burnet County (the “Contract”);

WHEREAS SECTION 1 of the Contract permitted the Burnet County to, in its sole and absolute discretion, renew the Contract to the extent the OAG Certification Agreement, remains in effect;

WHEREAS the OAG amended the OAG Certification Agreement, extending the term thereof to August 31, 2025;

NOW, THEREFORE, THIS **FIFTH CONTRACT RENEWAL** is exercised by Burnet County as follows:

The Contract terminated on August 31, 2023, and was renewed through August 31, 2024. The Contract is hereby renewed, with this Fifth Contract Renewal Term (“Fifth Renewal Term”) to begin on September 1, 2024 and end of August 31, 2025 at a cost up to \$18,571.30 for services during the Fifth Renewal Term. Pursuant to Section 1 of the Contract, this Fifth Renewal Term and any subsequent renewals, shall be subject to all specifications and terms and conditions of the Contract, the OAG Certification Agreement, and the Incorporated Documents as defined in Section 2 therein.

Burnet County by:

Signature

Date

Name

Title

Acknowledged by Appriss Insights, LLC.



Signature

9/24/2024

Date

Jarrod Carnahan
Name

VP, Government and Victim Services
Title



CHAIR:
Honorable Missy Medary
Corpus Christi, Presiding Judge,
5th Administrative
Judicial Region of Texas

EX OFFICIO MEMBERS:
Honorable Sharon Keller
Honorable Nathan Hecht
Honorable Brandon Creighton
Honorable Joseph "Joe" Moody
Honorable Reggie Smith
Honorable Sherry Radack
Honorable Vivian Torres

MEMBERS APPOINTED BY GOVERNOR:
Mr. Alex Bunin
Honorable Richard Evans
Mr. Jay Cohen
Honorable Missy Medary
Honorable Valerie Covey
Honorable James R. "J.R." Woolley, Jr.
Mr. James D. "Jim" Bethke

EXECUTIVE DIRECTOR:
Scott Ehlers

September 30, 2024

The Honorable James Oakley
Burnet County Judge
Via E-mail: countyjudge@burnetcountytexas.org

RE: FY2025 Statement of Grant Award – Grant Number MH-25-002

Dear Judge Oakley:

I am pleased to inform you that the Texas Indigent Defense Commission has awarded Burnet County a **FY2025 Continued Mental Health Defender Improvement Grant** in the amount of \$74,452 for the **Additional Regional Public Defender Mental Health Social Worker**. Your Statement of Grant Award for fiscal year 2025 is attached. Please sign and return the Statement of Grant Award to Grants@tidc.texas.gov to accept the award and become eligible for payments.

Congratulations to Burnet County on taking the lead in Texas by developing and continuing this new indigent defense program. If you have any questions or need clarification of the information contained in this letter or the attached Statement of Grant Award, please contact Edwin Colfax, the Commission Director of Grant Funding at (512) 463-2508.

Sincerely,

Missy Medary
Chair, Texas Indigent Defense Commission
Presiding Judge, 5th Administrative Judicial Region of Texas

Copy: ksmith@burnetcountytexas.org
nknight@burnetcountytexas.org

Texas Indigent Defense Commission
209 West 14th Street, Room 202 · Austin, Texas 78701
www.tidc.texas.gov
Phone: 512.936.6994

TEXAS INDIGENT DEFENSE COMMISSION
Statement of Grant Award
FY2025 Improvement Grant

Grant Number: MH-25-002
Grantee Name: Burnet County
Program Title: Additional PD MH Social Worker
Grant Period: 10/1/2024-9/30/2025
Grant Award: **\$74,452**

The Texas Indigent Defense Commission (herein, the Commission) has awarded the above-referenced grant to Burnet County (herein, the County) for indigent defense services. The authorized official named on the grant application must sign this Statement of Grant Award and return it to the Commission. The grantee will not receive any grant funds until this notice is executed and returned to the Commission. Funding is provided as listed in the categories in the table below:

Direct Costs:	
1) Personnel (Total Number of FTEs: 1)	\$68,710
2) Fringe Benefits	\$26,809
3) Travel and Training	\$3,000
4) Equipment	
5) Supplies	\$750
6) Contract Services	
7) Indirect Costs	
Total Approved Budget	\$99,269
Less Cash from Other Sources- County Match	\$19,854
Total Amount Funded by Commission	\$74,452

Standard Grant Conditions:

- The authorized official for the grantee accepts the grant award.
- The authorized official, financial officer, and program director, referred to below as grant officials, must comply with the terms of the grant as written in the Request for Applications issued in February 2024, including the rules and documents adopted by reference in the Commission's Grant Rules in Title 1, Part 8, Chapter 173, Texas Administrative Code.
- The grant officials understand that a violation of any term of the grant may result in the Commission placing a temporary hold on grant funds, permanently de-obligating all or part of the grant funds, requiring reimbursement for funds already spent, or barring the organization from receiving future grants.
- Disbursement of funds is always subject to the availability of funds.
- The grant officials agree to follow the grant terms contained in the "Grant Terms and Conditions" contained in Attachment A which includes the final grant application.
- Any indigent defense plan documents submitted to the Commission must continue to meet all grant eligibility requirements.
- The judges hearing criminal and juvenile matters must amend the Indigent Defense Plan for their respective courts to include the program funded under this award as necessary and submit it to the Commission by November 1, 2024.

The authorized official for this grant program has read the preceding and indicates agreement by signing the Statement of Grant Award included below.

Signature of Authorized Official

James Oakley, Burnet County Judge

Name & Title (must print or type)

October 8, 2024

Date

Attachment A

Terms and Conditions

In addition to the program requirements stated in the Request for Applications (RFA) these specific program requirements apply to this funded program.

- The budget appearing in the Statement of Grant Award is based on costs for a 9-month period due to the approval of the grant in the middle of the fiscal year. Equipment and start-up costs listed in the first-year start-up budget will not be carried forward into subsequent years of funding.
- The County must provide to TIDC the minimum job requirements and a full job description of the staff positions specified under this project for approval before positions are publicly posted.
- The County must develop and provide to TIDC written policies and procedures for the new or expanded program that address intake processes and how the program services will be provided. The program policies and procedures document must be provided to TIDC within 1 month of the program start date.
- The program policies and procedures document must address how the program will coordinate with, and not duplicate the work of, existing mental health systems. The plan must demonstrate how the County will identify and incorporate available mental health screening, assessment, treatment, and community services available to the defendants served by the grant program. The plan must also address how the positions funded under this grant will fit into the County's methods of operation for the identification of mentally ill arrestees and for providing assessment, treatment, and bonding options to these arrestees under Article 16.22 and Article 17.032 of the Texas Code of Criminal Procedure.
- This grant requires quarterly progress reports to provide information on the operation of the program. The TIDC grant manager will create an online progress report to document the work performed in this program. The County may request modifications to the report. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
- In addition to quarterly progress reports, the County must submit quarterly staffing reports detailing hire dates, separation dates, vacancies, and actual salaries each month for each position funded under the grant.
- Grant funds are disbursed on a reimbursement basis according to the funded percentage in the award. The County must submit expenditure reports to obtain reimbursement of expended funds based on actual expenditures. The reimbursements will be proportional to the county's required match. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
- Requests to revise the scope, target, or staffing of the project, or substantively alter project activities require advance written approval from TIDC. Budget adjustments consisting of reallocations of funds among or within budget categories in excess of \$10,000 or ten percent of the original approved budget, whichever is less, are considered budget adjustments and are allowable only with prior approval of the executive director of TIDC. All grant modifications must be submitted in writing and signed by the Authorized Official as designated in the TIDC Improvement Grant Program Commissioners Court Resolution.

Original Grant Application, FY25 update and modification request follow:

**2024 Burnet County Improvement Grant Application Narrative
NHCPD Add'l Mental Health Case Worker
Multi-year**

a. Application Form

Counties Represented: **Blanco, Burnet, Llano**

Fiscal Year: **2024**

State Payee Identification Number: **74-6000454**

Division To Administer Grant: **Texas**

Program Title: **NHCPD Add'l Mental Health Case Worker**

Requested Grant Amount: **\$79,029.00**

Authorized Official: **James Oakley**

Financial Officer: **Karin Smith**

Program Director: **J. Allan Garrett**

Mailing Address: **220 S. Pierce St; Burnet, TX 78611**

b. Introduction (Executive Summary)

The North Hill Country Public Defender seeks grant funding for an additional Mental Health Social Worker. The needs of mental health clients within the 424th and 33rd Judicial District, are in-depth, systemic, and multi-faceted. The NHCPDO is in need of an additional Social Worker to transform from a reaction-basis provision of services to long-term diversion planning ("LTDP"). That is, to transform how we help clients from a triage basis to one of planning.

c. Problem Statement

A mental health social worker was added to the office in October 2021 as part of the North Hill Country Public Defender's Office (NHCPD) funded by TIDC. The office expanded into a tri-county office covering Burnet, Llano, and Blanco Counties. This coverage region is home to a population of 84,818 pursuant to the 2021 census. Population density is increasing; in 2020 a new development was slated to add 1250 homes (1), in 2021, a new development began to add 1,966 single-family residential homes, 924 multifamily units and 150 active adult units(2), and last month a new 3,500 housing development was approved by the Burnet County Commissioner's Court.(3)

Our mental health social worker was added to the office in October 2021 as part of the expansion advanced by TIDC. Her caseload built rapidly. 2022 metrics demonstrate involvement in 20% of felonies (166/805) and 19.5% of misdemeanors (78/399) for the region. She operates at an eight-to-one attorney to social worker ratio; when fully staffed, this will be nine-to-one. Her involvement is always in-depth and that is a function of the current lack of resources in the region.

The LMHA in Blanco and Llano Counties provides level one care only which constitutes one phone call a month. The Llano and Blanco LMHA subcontracts crisis services with a third-party vendor in another county. Response times are highly variable and limited. In 2022 there were two suicide attempts in the Llano County Jail, each requiring days to secure a hospital bed for each patient who remained in the jail in the interim. Llano County jail is non-compliant with the Texas Commission on Jail Standards. While Burnet County has a more responsive LMHA their jail diversion staff member has had his time divided as he is now required to cover two counties. (This is further complicated in that the Burnet jail houses inmates for other counties.)

The coverage region has one male and one female sober house, both are small and provide recovery care. Besides AA and NA meetings and post-SAFPF drug court there is no substance abuse treatment in these counties. While Blanco, Burnet, and Llano have CRCs and one is slated for development in Kingsland the region remains in the infancy for provision of social services to indigent mental health clients.

Your social worker's involvement is intensive. In most cases, she is confronted with a multi-front battle to secure resources and best outcomes for mentally ill clients. Typically, she will be communicating with the client, community

contacts such as a family member or friend, the attorney, will accompany client and attorney to court to help a mentally ill client navigate these waters, the LMHA, and novel contacts as the case necessitates. This can include full-bore crisis intervention with a client in complete meltdown.

The increasing focus of her involvement with LTDP are an emergent group of clients whose condition is caused by mental illness and self-medication they are disqualified for many resources because of "substance abuse." IDD is emerging as a serious issue in the tri-county area. While free, their families or friends (or frankly, users/abusers) do what they can but cannot provide sufficient care and in each instance are overwhelmed by the challenges of poverty, lack of community resources, self-interest, and the emotional burden. The current system addresses the needs of these clients by cycling them in and out of jail and at times deporting them for a brief stint in an out of county mental hospital. This population alone is sufficient work for one full-time social worker.

To address these issues for our clients, especially IDD clients, our social worker and attorneys have met with the County Court at Law Judge in Burnet, Judge Nelson, and regional County Judges to facilitate macro level conversations. These meetings have resulted in more engagement from stakeholders and we are beginning to see the emergence of a de facto working group. This macro level work requires your social worker to travel more and while she multi-tasks to the extent possible while on the road this work is intensive. This is necessary to forge the relationships and develop understanding to get buy in from all stakeholders.

Because of the non-responsive and inconsistent responses of the LMHAs she has to find other novel solutions such as finding doctors to conduct evaluations (such as CMEs) in a rural area. There is no OCR resource in our region, and so, she is also pioneering OCR procedures by using out-of-county resources. The time required to build these relationships is incredible and has required her to spend an immense amount of time on the phone and on the road. In the midst of all this she is working to transform the system from a triage basis to one of actual long-term

planning. To this end, in April she is conducting a regional mental health training among all stakeholders (roughly one hundred souls) as we strive to align our client's interests with the sparse resources of a rural region. Her action as a change agent has greatly increased the involvement of Burnet County Sheriff's Office Mental Health Deputies in actual jail diversion and they are also reaching out to other local departments to train them in these skills.

LTDP work is intensive and she does not have enough time for more routine tasks such as mental-health assessments, record requests and review, participation in mitigation work, and assisting attorneys in aiding competent but mentally ill clients. LTDP makes sense because, ultimately, we are 1) re-allocating taxpayer funds from a punitive penal context into a recuperative context; 2) ending needless suffering and depersonalization. Respectfully and humbly, we are asking you to help us be the fulcrum of change by funding another mental health social worker to allow your mental health social worker to focus on LTDP.

Resources:

1 Beginning in 2020 Gregg Ranch in Marble Falls began efforts to add 1250 homes to the region.

<https://www.kvue.com/article/money/economy/boomtown-2040/marble-falls-gregg-ranch-240-acres-boomtownnew-homes/269-ced2396c-b7c6-4dde-ac40-3cf0f525a47b>

2 In July of 2021 construction began on the Thunder Rock development in Marble Falls, ultimately slated to constitute 1,966 single-family residential homes, 924 multifamily units and 150 active adult units.

<https://www.kxan.com/news/more-than-2000-homes-slated-for-new-marble-falls-mixed-use-development/>

3 In early February 2023, Burnet County Commissioner's Court approved a new 3500 home development for Spicewood. <https://www.kxan.com/news/local/hill-country/burnet-county-commissioners-ok-part-of-thomas-ranchdevelopment-plan-that-falls-within-county-line/>.

d. Objectives

Our central objective in adding a caseworker is to expand jail diversion and, most significantly, establish LTDP for patients that are spending their lives in-and out of jail and mental hospitals and to establish OCR in the region. As we

move from a triage basis to one of planning and provision we will end the needless suffering in jail and sequential cascading trauma and humiliation of being arrested

and depersonalized over and over again.

To do this, your social work division would

1. Hire one more caseworker within 90 days of funding.
2. Meet with current IT personnel to address gaps in tracking data and how to use the current data system and expand its usage.
3. Expand the current system to track additional details.
4. Continue pursuit of LTDP for the most vulnerable of our clients.
5. Provide increased support to the Llano/Blanco offices with Social Work presence, knowledge, case management, and resource provision.

We will separate job duties in the following way:

Our new mental health social worker would:

Monitor Article 16.22 compliance—an ongoing problem with jail staff, magistrates, and local MHMR personnel. Work to ensure proper services are provided.

Receive training in the Chapter 46B standards and procedures, aiding in early identification and advocacy for potentially incompetent clients, and coordinating services with evaluators, treatment providers, the courts, and other interested parties. Accompanying clients to intake and screening appointments to aid in navigating service providers' requirements.

Assess clients for mental-health issues, using established tools with the objective of providing early intervention.

Data collection and collation.

Our current mental health case worker would:

Provide higher-level services to a focused group of high-needs clients.

Continue to develop relationships with and coordinate trainings with administration at the MHMR provider, with a goal towards greater longer-term systemic improvements.

Provide in-court testimony as necessary.

Advocate with the local stakeholders.

Assist in high-level mitigation evidence development (for sex-based offenses and murder cases).

e. Activities

The additional caseworker would split the tri-county social worker caseload and cooperate with our chief caseworker in our efforts to expand services to mental health clients. In addition, the new caseworker would meet with current IT

personnel to address gaps in tracking data and how to use the current data system and expand its usage. Expand the current system to track additional details:

List of services SW refer people to: homelessness, drug treatment, med managements, benefits apps, civil needs etc

Data showing the number of referrals

Data showing the type of referrals made: use it for funding discussions and to increase services in this area

Competency waitlist number - broken down to misdemeanor vs. felony

The length of stay on the waitlist

Diversion options

Number of people who were restored to competency without going to state hospital (those that got re-evaluated by HHSC)

The number of arrests each month

Number of arrests for criminal trespass (or other common charges that highly correlate with MH/IDD)

The number of 16.22 requests made each month

Number of 16.22 orders granted

Number of 16.22 assessments completed

Number of cases declined/dismissed due to MH/IDD

Number of individuals who do voluntary inpatient treatment

Number of individuals who do involuntary inpatient treatment

Number of individuals sent to outpatient treatment (probably as condition of bond)

Number of individuals that SW work with that fail to appear in court

f. Evaluation

In addition to the specific grant performance measures and the Indigent Defense Expenditure Report measures provided to TIDC, the NHCPDO will track monthly and report quarterly to the Oversight Board, the Commissioner's Courts, and TIDC the following:

1. Documentation of the hiring of the additional social worker.
2. Quarterly reports that document the number of clients the social worker is involved with and a breakdown of service involvement including:
 - a. OCR clients
 - b. LTD clients
 - c. Clients screened for competency

d. Clients screened for IDD

3. Intake and referral forms will be kept in client's digital file.

g. Future Funding

The NHCPDO is currently in its second year of its grant and is funded 33.3% by Burnet, Llano, and Blanco Counties. Following year three, the counties will modify their interlocal agreements to reflect changes in costs.

h. Budget Narrative and Budget Form

Hourly rate would be \$31.14 for an annual salary of \$64,771.

Medicare, insurance, retirement, workers compensation, unemployment and SBD would approximate at \$25,015 creating a total personnel cost of \$89,786.

Travel is estimated at \$2,500 with gas prices in recent years seeing severe fluctuation and supply chain issues, as well as the fact the NHCPD covers a tri-county area.

Training and Conference would have a budget of \$2,000.

Office supplies would have a budget of \$500.

One-time set-up costs such as computer and accessories are calculated at \$4,000. The total project budget would be \$98,786. Requested grant amount is \$79,029 or 80%. Any additional years would be 66.67% Matching funds for the first year would be \$19,757 or 20% and would be spread across the tri-county area. Any additional years would be 33.33%.

Considering the NHCPD is currently receiving an improvement grant, if requested this project could be absorbed into the other project for a unified project in FY25.

Personnel Costs		\$89,786.00
FTE's	1.00	
Salary	\$64,771.00	
Fringe Benefits	\$25,015.00	
Travel and Training		\$4,500.00
Equipment		\$4,000.00
Supplies		\$500.00
Contract Services		
Indirect		
Total		\$98,786.00
Required County Match		
Total less County Match		\$98,786.00

2025 Burnet County Improvement Grant Application Narrative
Continuation of Mental Health Caseworker MH-24-007
Mental Health Public Defender Improvement

a. Application Form

Counties Represented: **Blanco, Burnet, Llano**

Fiscal Year: **2025**

State Payee Identification Number: **74-6000454**

Division To Administer Grant: **Texas**

Program Title: **Continuation of Mental Health Caseworker MH-24-007**

Requested Grant Amount: **\$79,415.00**

Authorized Official: **James Oakley**

Financial Officer: **Karin Smith**

Program Director: **Nathan Kight**

Mailing Address: **220 S. Pierce St; Burnet, TX 78611**

b. Introduction (Executive Summary)

The North Hill County Public Defender seeks continued grant funding for the additional Mental Health Social Worker. The needs of mental health clients within the 424th and 33rd Judicial Districts, are in-depth, systemic, and multi-faceted. This additional social worker is helping to transform from a reaction-basis provision of services to long-term diversion planning.

c. Problem Statement

The original award for the additional mental health social worker grant period started on 1/1/24. The employee will start work on 5/20/2024.

d. Objectives

The original objectives were to

1. Hire one caseworker within 90 days of funding. Funding started 1/1/2024. This will be achieved on 5/20/24.
2. Meet with current IT personnel to address gaps in tracking data and how to use the current data system and expand its usage.
3. Expand the current system to track additional details
4. Continue pursuit of Long Term Diversion Planning
5. Provide increased support to the Llano/Blanco offices with Social Work presence, knowledge, case management, and resource provision.

Our new mental health social worker would:

Monitor Article 16.22 compliance-an ongoing problem with jail staff, magistrates, and local MHMR personnel. Work to ensure proper services are provided.

Receive training in the Chapter 46B standards and procedures, aiding in early identification and advocacy for potential incompetent clients, and coordinating services with evaluators, treatment providers, the courts, and other interested parties. Accompanying clients to intake and screening appointments to aid in navigating service providers' requirements.

Assess clients for mental-health issues, using established tools with the objective of providing early intervention.

Data collection and collation.

Our current mental health case worker would:

Provide higher-level services to a focused group of high-needs clients.

Continue to develop relationships with and coordinate training with administration at the MHMR provider, with a goal towards greater longer-term systemic improvements.

Provide in-court testimony as necessary.

Advocate with the local stakeholders.

Assist in high-level mitigation evidence development (for sex-based offenses and murder cases).

e. Activities

The additional caseworker would split the tri-county social worker caseload and cooperate with our chief caseworker in our efforts to expand services to mental health clients. In addition, the new caseworker would meet with current IT personnel to address gaps in tracking data and how to use the current data system and expand its usage. Expand the current system to track additional details:

List of services SW refers people to: homelessness, drug treatment, med management, benefits apps, civil needs, etc.

Data showing the number of referrals

Data showing the type of referrals made: use it for funding discussions and to increase services in this area

Competency waitlist number - broken down to misdemeanor vs. felony
 The length of stay on the waitlist
 Diversion options
 Number of people who were restored to competency without going to state hospital (those that got re-evaluated by HHSC)
 The number of arrests each month
 Number of arrests for criminal trespass (or other common charges that highly correlate with MH/IDD)
 The number of 16.22 requests made each month
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 Number of 16.22 assessments completed
 Number of cases declined/dismissed due to MH/IDD
 Number of individuals who do voluntary inpatient treatment
 Number of individuals who do involuntary inpatient treatment
 Number of individuals sent to outpatient treatment (probably as a condition of bond)
 Number of individuals that SW works with that fail to appear in court

f. Evaluation

In addition to the specific grant performance measures and the Indigent Defense Expenditure Report measures provided to TIDC, the NHCPDO will track monthly and report quarterly to the Oversight Board, the Commissioner's Courts, and TIDC the following:

1. Documentation of the hiring of an additional social worker.
2. Quarterly reports that document the number of clients the social worker is involved with and a breakdown of service involvement including:
 - a. OCR clients
 - b. LTD clients
 - c. Clients screened for competency
 - d. Clients screened for IDD
3. Intake and referral forms will be kept in the client's digital file.

g. Future Funding

The NHCPDO is currently in its third year of its grant and is funded 33.3% by Burnet, Llano, and Blanco Counties. Following year three, the counties will modify their interlocal agreements to reflect changes in costs

h. Budget Narrative and Budget Form

Continuation of MH-24-007

Mental Health Caseworker - \$33.03 per hour

Responsible for any revisions to case management plan that determines the best services available for clients on the mental health caseload, will get the client to those services, and provide aftercare for a reasonable period to reduce the possibility of recidivism.

Fringe benefits \$26,809

Including FICA/Medicare (.0765), Insurance \$12,750, Retirement (11.9%), Workers Compensation (.00355), Unemployment .25% and Sudden Death Benefits .31%

Travel and Training \$3,000

Training: The cost of training classes needed by staff \$500

Travel: mileage, lodging, and meals where applicable when attending training or if driving a personal vehicle for the project. \$2,000

Professional Dues: \$500

Cost of dues for organizations applicable to the project

Office Supplies \$750

Personnel Costs	\$95,519.00
FTE's	1.00
Salary	\$68,710.00

Fringe Benefits	\$26,809.00	
Travel and Training		\$3,000.00
Equipment		
Supplies		\$750.00
Contract Services		
Indirect		
Total		\$99,269.00
Required County Match		\$19,854.00
Total less County Match		\$79,415.00

TIDC Grant Budget Adjustment Request

RE: FY2025 **Budget Adjustment Request - Grant Number** MH-24-007

County requests a budget adjustment for the NHCPD Mental Health Caseworker Program.
The details of the request are indicated in the table below:

	Current Approved Budget (From award statement)	Requested Line-Item Change (+ or – amount for each category)	Requested Adjusted Budget
Direct Costs			
1) Personnel	48,578.00	20,132.00	68,710.00
2) Fringe Benefits	18,762.00	8,047.00	26,809.00
3) Travel and Training	3,375.00	(375.00)	3,000.00
4) Equipment	4,000.00	(4,000.00)	
5) Supplies & Direct Operating	375.00	375.00	750.00
6) Contract Services			
7) Indirect Costs			
Total Proposed Costs	75,090.00	24,179.00	99,269.00
Less Cash from Other Sources	15,018.00	4,836.00	19,854.00
Total Amount Funded by Commission	60,072.00	19,343.00	79,415.00

- 1. Rationale for Adjustment – Explain in detail the proposed changes to the budget and why they are needed. Be specific and use statistics, if possible. Use as much space as necessary to fully explain why the changes are necessary. Attach more detailed “before and after” budget category breakout as needed to fully explain changes.**

Original Award was for 3/4 of the year. Salaries increased based on an estimated 4% COLA and 2% step increase. Travel and training decreased since previous FY will have the initial training. Supplies and Direct Operating costs were raised from \$500 per employee to \$750 per employee. Equipment was purchased in initial FY.



- 2. Detail any proposed changes to the staffing model and why they are needed.**

- 3. Explain any proposed change in program Scope or Program Activities**



Authorized Official Signature

5/10/24

Date

Timeline for Reporting and Fund Distribution

Reports will be submitted on-line at tidc.tamu.edu.

Reporting Period	Type Report Due	Date Report Due	Fund Distribution Date
October 2024 through December 2024	Grant Expenditure Report Progress Report	January 15, 2025	February 2025
January 2025 through March 2025	Grant Expenditure Report Progress Report	April 15, 2025	May 2025
April 2025 through June 2025	Grant Expenditure Report Progress Report	July 15, 2025	August 2025
July 2025 through September 2025	Grant Expenditure Report Progress Report	October 15, 2025	December 2025



CHAIR:
Honorable Missy Medary
Corpus Christi, Presiding Judge,
5th Administrative
Judicial Region of Texas

EX OFFICIO MEMBERS:
Honorable Sharon Keller
Honorable Nathan Hecht
Honorable Brandon Creighton
Honorable Joseph "Joe" Moody
Honorable Reggie Smith
Honorable Sherry Radack
Honorable Vivian Torres

MEMBERS APPOINTED BY GOVERNOR:
Mr. Alex Bunin
Honorable Richard Evans
Mr. Jay Cohen
Honorable Missy Medary
Honorable Valerie Covey
Honorable James R. "J.R." Woolley, Jr.
Mr. James D. "Jim" Bethke

EXECUTIVE DIRECTOR:
Scott Ehlers

September 30, 2024

The Honorable James Oakley
Burnet County Judge
Via E-mail: countyjudge@burnetcountytexas.org

RE: FY2025 Statement of Grant Award – Grant Number SG-25-003

Dear Judge Oakley:

I am pleased to inform you that the Texas Indigent Defense Commission has awarded Burnet County a **FY2025 Sustainability Improvement Grant** in the amount of \$1,257,007 for the **North Hill Country Regional Public Defender Office**. Your Statement of Grant Award for fiscal year 2025 is attached. Please sign and return to Grants@tidc.texas.gov to accept the award and become eligible for payments.

Congratulations to Burnet County on taking the lead in Texas by developing and continuing this new indigent defense program. If you have any questions or need clarification of the information contained in this letter or the attached Statement of Grant Award, please contact Edwin Colfax, the Commission Director of Grant Funding at (512) 463-2508.

Sincerely,

Missy Medary
Chair, Texas Indigent Defense Commission
Presiding Judge, 5th Administrative Judicial Region of Texas

Copy: ksmith@burnetcountytexas.org
nkight@burnetcountytexas.org

TEXAS INDIGENT DEFENSE COMMISSION
Statement of Grant Award
FY2025 Improvement Grant

Grant Number: SG-25-003
Grantee Name: Burnet County
Program Title: North Hill Country RPDO
Grant Period: 10/1/2024-9/30/2025
Grant Award: **\$1,257,007**

The Texas Indigent Defense Commission (herein, the Commission) has awarded the above-referenced grant to Burnet County (herein, the County) for indigent defense services. The authorized official named on the grant application must sign this Statement of Grant Award and return it to the Commission. The grantee will not receive any grant funds until this notice is executed and returned to the Commission. Funding is provided as listed in the categories in the table below:

Direct Costs:	
1) Personnel (Total Number of FTEs: 13)	\$1,348,654
2) Fringe Benefits	\$443,306
3) Travel and Training	\$39,000
4) Equipment	\$16,800
5) Supplies	\$9,750
6) Contract Services	\$28,000
7) Indirect Costs	
Total Approved Budget	\$1,885,510
Less Cash from Other Sources- County Match	\$628,504
Total Amount Funded by Commission	\$1,257,007

Standard Grant Conditions:

- The authorized official for the grantee accepts the grant award.
- The authorized official, financial officer, and program director, referred to below as grant officials, must comply with the terms of the grant as written in the Request for Applications issued in February 2024, including the rules and documents adopted by reference in the Commission's Grant Rules in Title 1, Part 8, Chapter 173, Texas Administrative Code.
- The grant officials understand that a violation of any term of the grant may result in the Commission placing a temporary hold on grant funds, permanently de-obligating all or part of the grant funds, requiring reimbursement for funds already spent, or barring the organization from receiving future grants.
- Disbursement of funds is always subject to the availability of funds.
- The grant officials agree to follow the grant terms contained in the "Grant Terms and Conditions" contained in Attachment A which includes the final grant application.
- Any indigent defense plan documents submitted to the Commission must continue to meet all grant eligibility requirements.
- The judges hearing criminal and juvenile matters must amend the Indigent Defense Plan for their respective courts to include the program funded under this award as necessary and submit it to the Commission by November 1, 2024.

The authorized official for this grant program has read the preceding and indicates agreement by signing the Statement of Grant Award included below.

Signature of Authorized Official

James Oakley, Burnet County Judge

Name & Title (must print or type)

October 8, 2024

Date

Attachment A

Terms and Conditions

In addition to the program requirements stated in the Request for Applications (RFA), these specific program requirements apply to this program.

1. Burnet County will directly operate a Regional Public Defender's Office as defined in Article 26.044 of the Texas Code of Criminal Procedure. Burnet County will operate the public defender program to provide indigent defense representation for qualified defendants in three participating counties in the region, including Burnet, Llano, and Blanco Counties. Participating counties will execute interlocal agreements with Burnet County reflecting each participating county's contribution to the cost of the program not covered by this grant.
2. This award covers one year of operation. The County must submit a brief continuing grant application and Commissioners Court Resolution as described in the Improvement Grant Request for Applications for each subsequent year of funding. According to current TIDC Rural Regional Sustainability Grant policy, the program is eligible for 2/3 grant funding in subsequent years.
3. Burnet County must develop and maintain a Regional Public Defender Oversight Board in accordance with Texas Code of Criminal Procedure Article 26.045 to oversee the operation of this regional program. The County must submit a draft policy detailing how the members are selected and the duties and procedures of the board to TIDC for feedback prior to finalization. The Oversight Board must meet at least quarterly.
4. The program's Oversight Board is responsible for recommending to the Commissioners Court the selection of the Chief Public Defender. The Chief Public Defender will be responsible for the implementation of this program and will hire staff sufficient to operate the department. Staffing with attorneys and support personnel must be supported by sufficient caseloads.
5. The county must provide to TIDC the minimum job requirements and a full job description of the staff positions specified under this project before positions are publicly posted.
6. A Public Defender Office Case Representation Policies and Procedures Manual must be developed and provided to the Commission with the second quarterly progress report. The Public Defender Office should consider relevant professional standards of representation such as the Texas State Bar Performance Guidelines for Non-Capital Criminal Defense Representation when developing the manual. Any revised versions of the Policies and Procedures Manual must be submitted with regular quarterly progress reports.
7. The County must develop a written policy that includes caseload standards for the public defender office as required in Texas Code of Criminal Procedure Articles 26.044 and that is consistent with research-based weighted caseload guidelines published by TIDC. The caseload policy must require the Chief Public Defender to review caseloads at least quarterly. The Chief Public Defender must notify TIDC and the program's Oversight Board in writing if caseloads exceed the adopted standards.
8. This grant requires quarterly progress reports to provide information on the operation of the program. The TIDC grant manager will create an online progress report to document the work performed in this program. The County may request modifications to the report. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
9. In addition to quarterly progress reports, the County must submit quarterly staffing reports detailing hire dates, separation dates, vacancies, and actual salaries each month for each position funded under the contract.

10. The County will submit quarterly grant program expenditure reports to obtain reimbursement of the scheduled percentage of expended funds based on actual expenditures. The reimbursements will be proportional to the county's required match. See the Timeline for Reporting and Fund Distribution at the end of this document for dates.
11. Equipment and other start-up costs included in the first-year start-up budget will not be carried forward into subsequent years of funding.
12. Requests to revise the scope, target, or focus of the project, or substantively alter project activities require advance written approval from TIDC. Budget adjustments consisting of reallocations of funds among or within budget categories in excess of \$10,000 or ten percent of the original approved budget, whichever is less, are considered budget adjustments and are allowable only with prior approval of the executive director of the Commission.
13. The Public Defender's Office must record attorney and support staff work time in a manner that allows for accurate completion of the Indigent Defense Expenditure Report and Public Defender Addendum. Records must contain sufficient detail to allocate time and salary across categories of offenses (capital, non-capital felony, misdemeanor, juvenile, felony appeals, misdemeanor appeals, and juvenile appeals) and to document the number of cases disposed by attorney for each court.
14. Contracts with third parties for core services under this grant must be provided to TIDC and approved prior to execution.
15. Grantees that use grant funds to contract for services must develop and include in the contract provisions to monitor each contract that is for more than \$10,000 per year. These provisions must include specific actions to be taken if the grantee discovers that the contractor's performance does not meet the operational or performance terms of the contract.
16. The Commissioners Court must adopt a public defender plan of operation or proposal that addresses the elements enumerated in Article 26.044 (c-1), Code of Criminal Procedure. The judges must submit a copy of the public defender plan of operation or proposal approved by the applicable commissioners court as part of each indigent defense plan applicable to cases in which the public defender's office will provide representation, as required by Section 79.036(a)(2), Government Code.

Original grant application and modification history follow:

b. Introduction (Executive Summary)

The goal of this grant request is to establish the North Hill Country Public Defender Office for FY 2022 which would provide service to indigent clients in Blanco, Burnet, and Llano Counties who are charged with

criminal offenses. North Hill Country Public Defender would provide exceptional representation and accountability in misdemeanor, felony, and juvenile cases for those who qualify financially. A mental health caseworker will address the growing mental health needs of the region and provide for alternative resolutions to cases as well as decreased recidivism.

c. Problem Statement

Burnet County Public Defender Office (BCPDO) was created in FY2012 to cover Burnet County only. Llano County has operated with a contract public defender officer for many years, but will not for FY2022. Blanco County has operated with court appointments. The three-year average costs for indigent care for the four counties are approximately \$954,453 with Burnet averaging \$715,954, Blanco averaging \$80,421, and Llano averaging \$147,700.

The total region has a population of approximately 84,459 residents and a total square mileage of 2,700 square miles. According to the 2019 U.S. Census, Blanco has a poverty rate of 8.6%. Burnet has a poverty rate of 10.5%, and Llano has a poverty rate of 10.8%. This region has two district courts - the 33rd and the 424th District Courts - that hear all felony cases. Burnet has a County Court-at-law while Blanco and Llano have Constitutional County Courts.

The majority of cases in this region center around methamphetamine use and untreated mental illness. Criminal cases in this region cover the full gamut of the Texas penal code, including death penalty cases.

The 33rd/424th Judicial District Community Supervision and Corrections Department estimates put substance abuse issues for probationers at approximately 58% and mental health issues for probationers at 40.2%. These figures do not include those defendants who have gone on to prison or jail or have been exonerated.

Mental health providers differ between the counties as do the range of services. Burnet County has a jail diversion caseworker with Bluebonnet Trails MHMR; however, it is unknown if other jail diversion caseworkers actually go into the other jails. For clients needing MHMR services outside of the jail, the wait for counseling and medication is at least a month. While waiting for the MHMR appointment, the clients will often self-medicate which exacerbates the problems.

Homeless shelters are virtually non-existent in the region. There are shelters in the region for women who have been abused and a few beds for drug addiction. Those shelters work with the Burnet County Public Defender's Office closely and have provided shelter whenever possible. His Joshua House and Open Door Recovery also work closely with the Drug Court that covers this four-county area and help with beds when they can.

At present, the BCPDO is overwhelmed with maintaining caseloads without additional help on the juvenile cases and the increasing number of mental health cases. BCPDO attorneys currently split the juvenile cases among all of the attorneys. With the additional staffing, the NCHPDO could maintain the recommended caseload standards and provide exceptional representation for our clients. The BCPDO spends countless hours trying to find appropriate shelter, counseling, and medicine for our MHMR clients. Increased care for the mental health population will make Burnet County safer and help with rising recidivism rates from a population that has no shelter and cannot get access to medications.

See Other Supporting Document for additional information.

d. Objectives

Our objective is to provide exceptional representation to indigent clients who are accused of criminal offenses including misdemeanors, felonies, juvenile cases and appeals. Our desired outcome is to provide this service as well as accountability to each of the counties.

Proposed goals for the program include:

1. Hire 5 attorneys, 1 caseworker and 1 support staff within 90 days of funding.
2. Provide high-quality, cost-effective representation to indigent defendants in the region while maintaining caseloads of 138 felony cases per attorney per year or 239 misdemeanor cases per attorney per year.
3. Measure and track criminal cases handled by the North Hill Country Public Defender Office, to ensure transparency in the system and to provide accountability to the participating counties.
4. Provide training to the caseworker in Article 16.22 evaluations and coordinate with the jail and the local MHMR providers to ensure proper services are provided.
5. Provide training to the caseworker in Chapter 46B standard and procedures to allow for early detection and advocacy for potentially incompetent clients and to coordinate services with evaluators, treatment providers, the courts and other interested parties.
4. Provide continued in-house training to the attorneys and caseworker in the office to ensure continued high-quality representation.

e. Activities

The North Hill Country Public Defender Office would be using the base established by the Burnet County Public Defender Office but would be required to establish another office for the other counties in Llano.

In addition, the NHCPDO would:

1. Establish a new North Hill Country Public Defender Office (NHCPDO) Oversight Board to oversee and make recommendations as needed to the County Commissioners in Blanco County, Burnet County, and Llano County. The Oversight Board will meet as often as needed to oversee the NHCPDO.
2. Continue to employ the Chief Public Defender who will continue to ensure the NHCPDO is fully staffed with qualified attorneys, assistants, and investigators as needed, funded and approved.
3. The Chief Public Defender will be responsible for the management and operation of the NHCPDO and will maintain a 25% caseload.
4. The Chief Public Defender will ensure that all staff follow the NHCPDO policies and procedures manual developed and approved by the Oversight Board and submitted to TIDC and complete an annual review.
5. Attorney caseloads for the NHCPDO will follow the recommended guidelines for caseloads.
6. The NHCPDO will expand the Burnet County Public Defender Office caseload management system to meet the operational needs of the NHCPDO. Those numbers will be available for the participating Commissioners Courts at any time.
7. The NHCPDO will serve as a regional resource for quality representation in the communities it serves and will provide low cost or free Continuing Legal Education to the local criminal defense bar.
8. The caseworker will work with stakeholders to identify clients with mental health issues after their arrest.
9. The caseworker will work closely with the attorneys in the NHCPDO to assess clients with mental health issues and to provide referrals to appropriate service providers.
10. The caseworker will testify in court as needed.

f. Evaluation

In addition to the specific grant performance measures and the Indigent Defense Expenditure Report measures required by the TIDC, the NHCPDO will track monthly and report quarterly to the Oversight Board, the Commissioner's Courts and TIDC the following:

13. Documentation of the hiring of the additional attorneys, support staff and caseworker.
2. Quarterly data reports that document the number of criminal cases handled for the attorneys.
3. Caseworker intake forms and any referrals, if issued, will be kept for every client in the client's file.

g. Future Funding

The North Hill Country Public Defender Office is created on a sustainable basis for the counties involved. Blanco, Burnet, and Llano Counties are committed to providing quality representation to indigent defendants while utilizing public monies in a cost effective manner, With 80% funding for Blanco, and Llano Counties for the first year of the grant and a continued 66.6% funding to all of the counties, the counties will modify their interlocal agreements to reflect increased or decreased costs, after year 3.

h. Budget Narrative and Budget Form

Salaries are requested for the following positions:

Chief Public Defender (1) \$114,404

Establish, operate, and supervise all aspects of the North Hill Country Public Defender Office (NHCPDO).

The NHCPDO will represent indigent felony, misdemeanor, and juvenile defendants

Assistant Public Defenders

Felony (5) \$79,269 each

Juvenile (1) \$74,063

Misdemeanor (2) \$74,063 each

Provides a full range of legal services to indigent defendants in the assigned cases for NHCPDO.

Document processing, and/or record keeping, and preparation and presentation of legal cases in jury and bench trials are necessary to fulfill this position.

Legal Assistant (2) \$44,241 each

Performs complex administrative tasks at and to ensure efficient daily departmental operation. This position coordinates assignments and manages the daily operations of the department.

Courtroom presence is required as is the preparation of legal documents as supervised by an attorney.

Investigator (1) \$64,186

Performs investigations of felony, misdemeanor and juvenile charges filed against individuals being represented by the NHCPDO.

Caseworker (1) \$55,523

Responsible for creation of a case management plan that determines the best services available for clients on the mental health caseload, will get the client to those services and provide aftercare for a reasonable period to reduce the possibility of recidivism.

Longevity \$12,320

Total Salaries and Longevity (13 positions) \$955,107

Benefits Estimated 35.4% or \$337,806

Including FICA/Medicare (.0765), Insurance \$11,000, Retirement (11.73%), Workers Compensation (various dependent on position), Unemployment .25% and Sudden Death Benefits .31%

Office Supplies - \$6,500

\$500 per employee (13)

One Time Equipment: \$36,800

Office Setup – Includes 8 desks, chairs and lateral filing cabinets

Computers and accessories - \$30,800

Includes 8 Laptops, docking station, monitor and accessories

One time Copier - \$6,000

Llano office – purchase is more cost efficient than leasing

Travel and Training: \$26,788
 Travel: \$16,284
 Costs of travel by staff including mileage, lodging and meals where applicable.
 Training: \$10,504
 Continuing education

 Contract Services: \$59,789
 Rent -31,700
 Utilities - \$14,000
 Telephone – 9,100
 for two locations Burnet and Llano.
 Leased Printer – Burnet \$4,989

Personnel Costs		\$1,292,913.00
FTE's	13.00	
Salary	\$955,107.00	
Fringe Benefits	\$337,806.00	
Travel and Training		\$26,788.00
Equipment		\$36,800.00
Supplies		\$6,500.00
Contract Services		\$59,789.00
Indirect		
Total		\$1,422,790.00
Required County Match		\$359,566.00
Total less County Match		\$1,063,224.00

APPLICATION SUPPLMEMENT BELOW

Burnet County has historically given the Burnet County Public Defender’s Office (BCPDO) approximately 85% of the indigent cases in felony, misdemeanor, and juvenile. (Due to COVID in 2020 reference is being made to 2019 numbers which are more reflective of actual court numbers in a regular year.) In misdemeanor indigent cases in 2019, Burnet County had 493 indigent misdemeanor cases and Llano had 110 indigent misdemeanor cases. (Blanco County is not opting to utilize a future public defender’s office for misdemeanors at present.) In felony indigent cases in 2019, Burnet County had 497 cases, Blanco had 115 cases and Llano had 209 bases. In juvenile indigent caseloads in 2019, Burnet Count had 36 cases, Blanco County had 1 and Llano County had 11. With a total projected indigent caseload in misdemeanors of 573 cases and a recommended caseload of 239 misdemeanor cases per attorney, the total number of misdemeanor attorneys needed would be 2.3. This need would be met by adding to the established 1 misdemeanor attorney in Burnet County with 1 additional full-time attorney and by supplementing with the juvenile attorney within the caseload boundaries. With a total projected caseload of 732 indigent felony cases and recommended caseloads of 138 per felony attorney, the total number of felony attorneys needed would be 5.1. At present, the Burnet County Chief

Public Defender carries a full felony caseload. This would be reduced to 25% in order to allow for the Chief to fulfill her administrative duties. Because the current Chief has extensive criminal defense experience, this number would allow for utilization of that experience. This percentage is maintainable because the district judges split the same jurisdiction which allows for an easier flow of the courts and the cases. With the reduction of the Chief's caseload, 2 additional felony attorney would be hired for the Burnet County Office allowing for 3 felony attorneys in Burnet and 2 additional felony attorneys in Llano and Blanco counts, totaling 5.25 felony attorneys. The addition of the juvenile attorney would cover all of the juvenile cases in Blanco, Burnet and Llano Counties, which would need approximately .2 of that attorney's time. This would allow the juvenile attorney to fill in on misdemeanor and felony cases as their caseload permits. Burnet and Llano Counties would utilize the North Hill Country Public Defender's Office for misdemeanor, juveniles, and felonies while Blanco would utilize the NHCPDO for juveniles and felonies at present. With these proposed changes, the NHCPDO would have a total of 9 attorneys, 1 investigator, 1 mental health caseworker and 2 support staff. The misdemeanor cases as well as the juvenile cases rarely go to trial so no additional investigator is deemed necessary and meets the recommended standards.

Budget Modification Request History follows

TIDC Grant Budget Adjustment Request

RE: FY2024 Budget Adjustment Request - Grant Number SG-23-005

Burnet County requests a budget adjustment for the North Hill Country Public Defender's Office **Improvement Grant Program**. The details of the request are indicated in the table below:

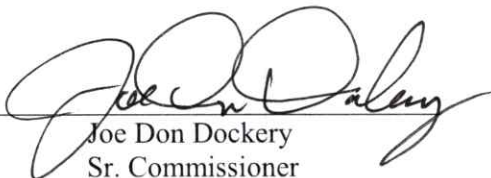
Direct Costs	Current Approved Budget	Requested Line-Item Change	Requested Adjusted Budget
1) Personnel	1,101,708	1,179,090	77,382
2) Fringe Benefits	389,656	386,186	-3,470
3) Travel and Training	35,900	35,900	
4) Equipment			
5) Supplies	6,500	6,500	
6) Contract Services	54,100	43,100	-11,000
7) Indirect Costs			
Total Proposed Costs	1,587,864	1,650,776	62,912
Less Cash from Other Sources	529,287	550,270	41,941
Total Amount Funded by Commisison	1,058,577	1,100,506	20,971

1. Rationale for Adjustment – Explain in detail the proposed changes to the budget and why they are needed. Be specific and use statistics, if possible. Use as much space as necessary to fully explain why the changes are necessary. Attach more detailed “before and after” budget category breakout as needed to fully explain changes.

Burnet County has historically given COLA raises each fiscal year. The county auditor has estimated that the Burnet County Commissioners County will give a maximum 8% raise. Estimate cost of insurance is budgeted at 5% raise, however other fringe benefits decreased. Rent decreased because of the newly purchased building causing contract services to be less.

2. Detail any proposed changes to the staffing model and why they are needed.
3. Explain any proposed change in program Scope or Program Activities

Sincerely,


Joe Don Dockery
Sr. Commissioner

4/26/2023
Date

TIDC Grant Budget Adjustment Request

RE: FY2025 **Budget Adjustment Request - Grant Number** 212-24-C02

County requests a budget adjustment for the North Hill Country Public Defenders Program.
The details of the request are indicated in the table below:

	Current Approved Budget (From award statement)	Requested Line-Item Change (+ or – amount for each category)	Requested Adjusted Budget
Direct Costs			
1) Personnel	1,179,090.00	237,251.00	1,348,654.00
2) Fringe Benefits	386,186.00	83,479.00	443,306.00
3) Travel and Training	35,900.00	6,100.00	39,000.00
4) Equipment		16,800.00	16,800.00
5) Supplies & Direct Operating	6,500.00	4,000.00	9750.00
6) Contract Services	43,100.00	(15,100.00)	28,000.00
7) Indirect Costs			
Total Proposed Costs	1,650,776.00	332,530.00	1,885,510.00
Less Cash from Other Sources	550,270.00	110,832.00	628,504.00
Total Amount Funded by Commission	1,100,506.00	221,698.00	1,257,008.00

- 1. Rationale for Adjustment – Explain in detail the proposed changes to the budget and why they are needed. Be specific and use statistics, if possible. Use as much space as necessary to fully explain why the changes are necessary. Attach more detailed “before and after” budget category breakout as needed to fully explain changes.**

Salaries of the Public Defender, Executive Director, Legal Assistant and Mental Health Case workers increased based on an estimated 4% COLA and 2% step increase. Attorney salaries were reclassified to be more competitive with the County and District Attorney offices in order to retain attorneys. Investigator's salary was reclassified to be competitive with the Sheriff's Office and District Attorney's Office Investigators. Additional employees have qualified for longevity for FY 25. Outdated computers are in the need to be replaced. Smart TVs are to be used when multiple people need to view webinars and other client situations. Supplies and Direct Operating costs were raised from \$500 per employee to \$750 per employee. Contract services were decreased because the county no longer rents the office space.

- 2. Detail any proposed changes to the staffing model and why they are needed.**

- 3. Explain any proposed change in program Scope or Program Activities**


 Authorized Official Signature

5/10/24
 Date

**2025 Burnet County Improvement Grant Application Narrative
North Hill Country Public Defender's Office
Continued Multi-Year Improvement Grants**

Budget Narrative and Budget Form

FY2025 represents a continuation of a sustainability grant for the North Hill Country Public Defenders Office at 2/3 funding from TIDC.

Salaries are requested for the following 14 positions:

Chief Public Defender (1) \$141,669

Operates, and supervises all aspects of the North Hill Country Public Defender Office (NHCPDO) including handling of cases. The NHCPDO will represent indigent felony, misdemeanor, and juvenile defendants

Assistant Public Defenders - Salaries vary based on the type of attorney, grade, and steps. Grades were reclassified to allow attorneys' salaries to be competitive with the salaries in the County and District Attorneys' offices.

First Assistant Public Defender \$129,814

Felony (4) - (1) at \$124,480, (2) at 119,658, (1) and (1) at \$116,051

Juvenile (1) \$100,677

Misdemeanor (2) \$100,677 each

Provides a full range of legal services to indigent defendants in the assigned cases for NHCPDO. Document processing, and/or record keeping, and preparation and presentation of legal cases in jury and bench trials are necessary to fulfill this position.

Executive Director \$71,136 - Director of the public defender's office including office and courtroom services, training and supervision of the Llano office, assisting with training the mental health case workers and new attorneys.

Travels to all offices.

Legal Assistant \$55,037

Performs complex administrative tasks and ensures efficient daily departmental operation. This position coordinates assignments and manages the daily operations of the department.

Courtroom presence is required as is the preparation of legal documents as supervised by an attorney.

Investigator (1) \$85,444

Performs investigations of felony, misdemeanor, and juvenile charges filed against individuals being represented by the NHCPDO.

Caseworkers at \$71,136

Responsible for revising case management plan, if needed, that determines the best services available for clients on the mental health caseload, will get the client to those services, and provide aftercare for a reasonable period to reduce the possibility of recidivism.

Longevity \$12,540 - additional employees have qualified for longevity.

Total Salaries and Longevity (13 positions) \$1,348,654

Benefits Estimated at 443,306 - 32.87%

Including FICA/Medicare (.0765), Insurance \$12,750, Retirement (11.9%), Workers Compensation (various dependent on position), Unemployment .25% and Sudden Death Benefits .31%

Equipment - \$16,800 (4) at \$4,000 Computers or Laptops and Accessories to replace outdated computers. (2) \$400 - Smart TVs to view what is on a computer when multiple people need to view webinars, client needs, etc.

Office Supplies - \$750 per employee (13) - \$9,750

Travel/Training Including Dues: \$39,000

Training: The cost of training classes needed by staff \$16,000

Travel: mileage, lodging, and meals where applicable when attending training or if driving a personal vehicle for the project. \$19,500

Professional Dues: \$3500

Cost of dues for organizations applicable to the project

Contract Services: \$28,000

Utilities - \$14,000 - includes telephone for two offices and electric bill.

Cell phones - \$3,000

Leased Copier/Printers - Burnet and Llano offices \$11,000

Timeline for Reporting and Fund Distribution

Reports will be submitted on-line at tidc.tamu.edu.

Reporting Period	Type Report Due	Date Report Due	Fund Distribution Date
October 2024 through December 2024	Grant Expenditure Report Progress Report	January 15, 2025	February 2025
January 2025 through March 2025	Grant Expenditure Report Progress Report	April 15, 2025	May 2025
April 2025 through June 2025	Grant Expenditure Report Progress Report	July 15, 2025	August 2025
July 2025 through September 2025	Grant Expenditure Report Progress Report	October 15, 2025	December 2025

THE STATE OF TEXAS §

COUNTY OF BURNET §

SOFTWARE SERVICES CONTRACT

THIS CONTRACT is entered into by and between Burnet County, Texas, a political subdivision of the State of Texas ("County"), on behalf of Burnet County Maintenance, and Brightly Software, Inc. ("Vendor").

WITNESSETH:

WHEREAS, County desires to contract with Vendor to provide the services necessary to fulfill the requested maintenance software services that are specifically set forth hereinafter; and

WHEREAS, Vendor has agreed to provide the services enumerated hereinafter for Burnet County Maintenance.

NOW THEREFORE, for the mutual consideration expressed hereinafter, County and Vendor agree as follows:

I. SERVICES PROVIDED

Vendor agrees to provide to County the following services, to include, but not limited to:

- 1.1 Provide MaintenanceEdge Software Services per the attached invoice dated 10/01/2024. Contract term 10/01/2024 to 09/30/2025.

II. BILLING AND PAYMENT

Vendor shall submit a billing statement to the Burnet County Auditor's Office (133 E. Jackson Street, Burnet, Texas 78611). A total installment will be made to the Vendor, not to exceed \$920.23.

Each invoice received for payment will be reviewed by the County for financial compliance with this Contract. Invoices submitted by Vendor in proper form shall be paid by County within thirty (30) days of receipt of the invoice.

III. TERM AND TERMINATION

This Contract will be for a term of one (1) year. This Contract may be extended provided all terms and conditions, except for the Contract period being extended, remain unchanged and in full force and effect. Any extension of the Contract requires the mutual Contract in writing signed by both parties. Refusal by either party to exercise this Option to Extend shall require this Contract to expire on the original or mutually agreed date. The extension period shall be in one year increments. Either party may terminate this Contract with or without cause with at least thirty (30) days written notice of termination to the other party.

IN WITNESS WHEREOF, the parties have executed this Contract on the dates indicated below. The effective date of this Contract is October 8, 2024.

BURNET COUNTY, TX

VENDOR

Burnet County Judge

Brightly Software, Inc.

Date: _____

Date: _____



Tax ID: 56-2174429
Phone: 877-639-3833
Email: accountsreceivable@brightlysoftware.com

Invoice

Invoice #: INV-256920
Invoice Currency: USD
Invoice Date: 10/01/2024
Terms: Net 30
Due Date: 10/31/2024
Client ID: 1204643

Bill To:
Burnet County
Helen Cummins
Rm 1
220 S Pierce St
Burnet, TX 78611-3136
United States

Ship To:
Burnet County
Richard Gumbert
Rm 1
220 S Pierce St
Burnet, TX 78611-3136
United States

Client PO #:

Reference:

Description	Site	Start Date	End Date	Quantity	Amount
MaintenanceEdge	Burnet County	10/01/2024	09/30/2025		\$920.23
				SUBTOTAL	\$920.23
				SALES TAX	\$0.00
				TOTAL	\$920.23

TOTAL APPLIED	USD \$0.00
TOTAL DUE	USD \$920.23

Tax exemption certifications can be sent to accountsreceivable@brightlysoftware.com.
[Need a copy of our W-9? Click here to get a copy from our SharePoint site.](#)

TO PAY BY CHECK

Brightly Software, Inc.
PO Box 360717
Pittsburgh, PA 15251-6717
OR 15250-6717

TO PAY BY ACH

HSBC Bank USA, N.A.
95 Washington St. 4 South
Buffalo, NY 14203
Account #: 879026464
Routing #: 022000020

TO PAY BY WIRE

HSBC Bank USA, N.A.
452 5th Ave.
New York, NY 10018
Account #: 879026464
Fed #: 021001088
Swift #: MRMDUS33

TO PAY BY CREDIT CARD

Call 877-639-3833
(3% surcharge applies)

**When paying electronically (ACH), please send remittance details to
remittance@brightlysoftware.com**

This Invoice and its Services are governed by the terms of the Brightly Software Master Subscription Agreement found at <https://www.brightlysoftware.com/terms> ("Terms"), unless Subscriber has a separate written agreement executed by Brightly Software for the Services, in which case the separate written agreement will govern. Acceptance is expressly limited to these Terms. Any additional or different terms proposed by Subscriber (including, without limitation, any terms contained in any Subscriber purchase order) are objected to and rejected and will be deemed a material alteration hereof.

INTER-LOCAL AGREEMENT BETWEEN
BURNET COUNTY, TEXAS
AND

THE CITY OF BURNET, TEXAS

This Agreement is made on the 8th day of October, 2024 by and between the COUNTY OF BURNET, a political subdivision of the State of Texas, hereinafter referred to as "BURNET COUNTY" and the CITY OF BURNET, a municipal corporation, hereinafter referred to as the "CITY".

WHEREAS, the Inter-local Cooperation Act, Chapter 791 of the Texas Government Code authorizes units of local government to contract with one or more units of local government to perform government functions and services; and

WHEREAS, this Agreement is entered into pursuant to the authority, under the provisions of, and in accordance with, Chapters 791 of the Texas Government Code, for the performance of governmental functions and services and in accordance with Section 251.012 of the Texas Transportation Code. BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, per state statute; and

WHEREAS, the City of Burnet and Burnet County have a long history of cooperation on projects for the purpose of enhancing services to both entities citizens; and

WHEREAS, BURNET COUNTY provides these services to the citizens of BURNET COUNTY, and has the capacity to service the needs of the public citizens within the city limits of CITY; and

WHEREAS Burnet County recognizes that the citizens for the City contribute property tax funds yearly to fund the County budget, including to the Road and Bridge Fund; and

WHEREAS, BURNET COUNTY and CITY have investigated and determined the project discussed in this agreement would be advantageous and beneficial to both CITY and to BURNET COUNTY as public roadways are commonly used by county residents and thus said project serves a public purpose. The Burnet County Commissioners Court deems that this project results in benefits to the county; and

WHEREAS, the governing bodies of CITY and BURNET COUNTY desire to foster goodwill and cooperation between the two entities; and

WHEREAS, CITY and BURNET COUNTY, deem it to be in the best interest of both entities to enter into this Agreement relative to the project described above and for such other and additional services as the parties may subsequently agree to by the execution of separate agreements and in consideration of the mutual covenants contained herein, CITY and BURNET COUNTY agree as follows:

SERVICES TO BE PERFORMED

CITY agrees to engage BURNET COUNTY to assist the CITY with a Hot Mix Overlay on the City portion of Southland Dr. (500') BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$4,000, together with all incidental acts, procedures, and methods necessary to accomplish the ends of such project.

DURATION OF AGREEMENT

Unless mutually initiated, canceled, or terminated earlier than thirty (30) Days written notice, this Agreement shall commence on the date of execution and shall expire upon the completion of the work performed and the compensation being provided over a maximum one year period or September 30, 2024, whichever occurs first.

COMPENSATION

BURNET COUNTY recognizes that "in kind" services shall be provided by CITY in consideration of this agreement. These "in kind" services may take place in the form of various acts and contributions. Amongst these types of services, CITY may provide excess material, equipment, manpower, or other resources it may possess for use on any COUNTY project that is deemed to serve a public purpose. Such compensation shall be provided upon request of COUNTY and upon a determination by CITY that said "in kind" services are available for use by COUNTY during the duration of this agreement. CITY's "in kind" compensation shall be limited to an amount not to exceed \$15,000 in value, per state statute. Examples of such in kind contributions by the City in the recent past includes the allowance for the County to frequently use of the City's Community Center at no cost to host meetings such as law enforcement DWI training organized by the County Attorney Office, and the public meetings to educated the public about the 2024 Solar Eclipse event.

RELATIONSHIP OF PARTIES

The parties intend that BURNET COUNTY, in performing services specified in this agreement, shall act as an independent contractor and shall have control of its work and the manner in which it is performed. Neither BURNET COUNTY, its agents, employees, volunteer help or any other person operating under this AGREEMENT, shall not be entitled to participate in any pension or other benefits that BURNET COUNTY provides it employees.

NOTICE TO PARTIES

Any notice given hereunder by either party to the other shall be in writing and may be affected by personal delivery in writing or by certified mail, return receipt requested. Notice to BURNET COUNTY shall be sufficient if made or addressed to the office of the County Judge.

Notice to CITY shall be sufficient if made or addressed to the office of its City Manager/Administrator.

MISCELLANEOUS PROVISIONS

Indemnification:

CITY and COUNTY each agree to the extent allowed by law to promptly defend, indemnify and hold each other harmless from and against any and all claims, demands, suits causes of action, and judgments for (a) damages to the loss of property of any person; and/or (b) health, bodily injury, illness, disease, loss of services, or loss of income or wages to any person, arising out of incident to, concerning or resulting from the negligent or willful act or omissions of either² party and their respective agents, officers, and or employees in the performance of their activities or duties pursuant to this Agreement.

Entire Agreement

This document contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of not or effect except in a subsequent modification in writing signed both parties.

This Agreement shall be governed by and constructed in accordance with the laws of the State of Texas.

No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or part, by either party without the prior written consent of the other party. Venue shall be in BURNET COUNTY, TEXAS.

The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary resolutions extending said authority have duly passed and approved and are now in full force and effect.

EXECUTED by the parties hereto, each respective entity actin by and through its duly authorized official as required by law, on the date specified on the multiple counterpart executed by such entity.

The City of Burnet, Texas

Burnet County, Texas

BY: _____
David Vaughn, City Manager

BY: _____
James Oakley, Burnet County Judge

DATE: _____

DATE: _____

ATTEST:

Maria Gonzales, City Secretary

IN THE COMMISSIONERS' COURT OF

BURNET COUNTY, TEXAS

ORDER OF APPROVAL OF INTERLOCAL COOPERATION CONTRACT WITH

the CITY OF BURNET

FOR

Assisting City with Hot Mix Overlay during FY 25

The Commissioners' Court of BURNET COUNTY, TEXAS, in compliance with §791.015 of the Texas Government Code, otherwise known as the Inter-local Cooperation Act, and before the commencement of any work to construct, improve, or repair the subject matter of an Inter-local Contract with the CITY OF BURNET hereby authorizes and approves this separate specific written approval for the proposed project. In this regard, the following provisions apply to such proposed Inter-local Cooperation Contract:

1. This approval is separate and distinct from the Inter-local Cooperation Contract itself.

The proposed project is for BURNET COUNTY to: a Hot Mix Overlay on the City portion of Southland Dr. (500')

2. The Commissioners' Court of BURNET COUNTY, TEXAS specifically finds that herein described project would serve a public purpose and would be beneficial to the citizens of BURNET COUNTY, TEXAS.

Date: _____

County Judge, James Oakley

Attest:

County Clerk, Vicinta Stafford

Ex officio clerk of the Burnet County Commissioners' Court