

IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 2019

On this the 7th day of May 2019, the Commissioners' Court, with the following members being present:

- KP George - County Judge
- Vincent Morales - Commissioner Precinct #1
- Grady Prestage - Commissioner Precinct #2
- Andy Meyers - Commissioner Precinct #3
- Kenneth R. DeMerchant - Commissioner Precinct #4

The following proceedings were had, to-writ,

THAT WHEREAS, theretofore, on September 11, 2018, the Court heard and approved the budget for the year 2019 for Fort Bend County; and WHEREAS, on proper application, the Commissioners' Court has transferred an existing budget surplus to a budget of a similar kind and fund. The transfer does not increase the total of the budget.

The following transfers to said budget are hereby authorized:

Department Name: Constable Precinct 2 Accounting Unit: 100550200

TRANSFER TO:

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
Supplies and Maintenance	100550200-63600	\$17,952.00
Information Tec.	100550200-65000	\$8,850.00
Fee's	100550200-63000	\$11,130.00
TOTAL TRANSFERRED TO:		\$ 37,932

TRANSFER FROM:

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
Contingency	100409100-66500	\$ 37,932
TOTAL TRANSFERRED FROM:		\$ 37,932

EXPLANATION: Money Transfer to cover remainder of the 2019-2020 Budget Year covering the Budgetary Departmental immediate needs.

Department Head: *Daryl L. Smith, Sr* Date: 7-May-19

*** USE WHOLE DOLLAR AMOUNTS ONLY ***

THE COUNTY OF FORT BEND

BY: KP George, County Judge

<input type="checkbox"/>	GL Transfer
<input type="checkbox"/>	AC Transfer

2019 Budgetary Immediate Needs (Annotations)

Constable Daryl L. Smith Sr. has tirelessly worked to improve Fort Bend County Precinct 2's accountability

This document provides annotated information supporting the referenced immediate needs of Fort Bend County Precinct 2 Constables Office. The immediate needs are listed and annotated in this document for clarity of understanding.

The following list is an itemized conveyance of the immediate needs of Fort Bend County Precinct 2 Constables Office. Annotations include the needs listed below:

- 1) Uniform Needs (including accessories)
- 2) Equipment (office and law enforcement)
- 3) Supplies (office and law enforcement)
- 4) Vehicle Preparation (striping)

UNIFORM NEEDS:

Deputies: During the transitional inception of Constable Daryl L. Smith's administration, the uniforms to be worn by Precinct 2 deputies were changed to present a more professional appearance. The shoulder patches were changed to a design more indicative of the Constable's vision. As a result of the changes, Galls was unable to adequately facilitate the orders for uniforms.

Civil Deputies: We are in need of uniforms to outfit 19 deputies at a cost of \$678.00 which equals **\$12,882.00**.

Administrative Uniforms: To maintain the professionalism of the Department, we are in need of uniforms that will accommodate our civilian staff. The uniforms for the administrative staff will cost \$100.00 for a uniform shirt and pants. Therefore, to provide two uniforms accommodating 6 administrative staff members, it will cost **\$1,200.00**.

Badges: To equip our officers and provide badges for all reserve officers, we are requesting 15 deputy badges at a cost of \$110.00 each for a total of **\$1,650.00**.

Patches: 600 additional patches are needed to accommodate uniforms, jackets, etc. at a cost of \$2.00 per patch equals **\$1,200.00**.

Caps: 1) Winter and summer caps are needed, to protect the deputies from the elements, winter caps will cost \$19.00 per cap for 30 caps which equals **\$570.00**.

2) Baseball styled summer patrol caps at a cost of \$15.00 per cap for 30 caps equals **\$450.00**.

Totaling \$17,952.

EQUIPMENT NEEDS:

Computers and Accessories (Additional): The need is for additional units and not replacement units.

- 1) **Computer monitors** – we are seeking five (5) new monitors at a cost of \$200.00 each = **\$1000.00**
- 2) **Printers** - (1-laser jet; color; Network) and (3-laser jet black and white; Network) totaling 4 printers. These printers will allow our civil deputies in particular, to achieve maximum effectiveness while handling civil process assignments. The cost is **\$900.00**
- 3) **Software packages** – 5, at a cost of \$300.00 per package = **\$1,500.00**
- 4) **CPUs**- we are in need of 5 additional CPUs to be used for completion of Civil processes at a cost of \$1000.00 each = **\$5000.00**.
- 5) **Computer video cards** 64G; we are seeking 15 cards at a cost of \$30.00 a card for a total of **\$450.00**. This will assist our Department with maintaining the integrity of video files from patrol vehicles.
- 6) **Total Cost of \$8850.00**

SUPPLIES:

- 1) **All purpose towels** – to be used for incidental cleaning purposes associated with common office use. The cost is **\$100.00**
- 2) **Assorted “All in One” printer cartridges** – for use in printing documents for publication and routine usage associated with a law enforcement agency. The cost is **\$1,000.00**
- 3) **Assorted color copy paper** – colored paper is beneficial for emphasis when needed. The cost is **\$100.00**.
- 4) **Cleaning Supplies** – Although cleaning crews maintain our building, it is necessary to possess certain cleaning supplies for emergency use. The cost is **\$125.00**
- 5) **Copy paper** – this office has established that **\$955.00** will accommodate the needed supply of copy paper.
- 6) **Hand Sanitizer** – this office has established that **\$100.00** will accommodate the needed supply of hand sanitizer
- 7) **HP Office Jet Black Ink** – this office needs additional black ink in order to effectively operate. The cost for this is **\$100.00**.
- 8) **Postage Machine** – The cost for this item is **\$100.00**
- 9) **Routine Supplies** – To include paper clips, rubber bands, scissors, glue, staples, staplers, white out, thumb tacks, folders, binders, hole punchers, etc. These items are typical of most office environments and many are used in high volume and must be purchased in abundance. The cost for these items is **\$1,600.00**.
- 10) **Warrant Post Cards** – these cards are needed to facilitate the resolution of warrant service and promote citizen compliance. The cost is **\$300.00**
- 11) **Door Hangers** – door hangers serve multiple purposes by providing information concerning infractions and providing information and tips concerning citizen and vehicle safety. The cost of these items is **\$300.00**.

12) **Ticket Books** – Due to the changing of the administration, the previous ticket books have been rendered useless and must be replaced with current and correct information. This cost is **\$700.00**.

13) **Postal Office Rental** – The cost of this service is **\$50.00**.

14) **The Office expense Total = \$5,530.00**

VEHICLE STRIPING:

County Patrol Vehicle Striping – The county patrol units have undergone a significant upgrade in professional appearance. Most of the fleet has been re-striped to represent the new administration and the professional appearance has been duly noted throughout the Precinct. Nevertheless, there are 8 vehicles still in need of striping or re-striping in order to bring the fleet to a consistent standard. The cost of this process is **\$700.00** per vehicle totaling **\$5,600.00**.

All additional striped vehicles will continue to follow Fort Bend County policies and procedures.

Finally, the total cost associated with this imminent need is **\$37932.00**. This will support the forward progress of the Constable's initiative to better serve the communities Precinct 2 Constables Office represents.

Respectfully,



Daryl L. Smith, Sr.

Constable

Fort Bend County Precinct 2

(281) 403-8010