

**NOTICE OF MEETING
FORT BEND COUNTY COMMISSIONERS COURT
JANE LONG ANNEX, RICHMOND, TEXAS
TUESDAY, OCTOBER 29, 1996
9:00 O'CLOCK A.M.**

IMAGED 167 PAGES
ON 11-21-96.
DATE

AGENDA

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Approve minutes of meeting of October 22, 1996.
4. Announcements and Public Comments.
5. Approve line item transfers in budgets and funds.
6. Approve out-of-state travel requests for County personnel and enter into record the out-of-state travel requests for elected officials.
7. Approve agreements/contracts for County equipment or services.
8. Consider request for waiver of tax penalty and interest.
9. Consider approving amendment to tax abatement agreement with Albis Corp.
10. Consider request for variance to septic system rules from Steven Callaway.
- postpone* 11. Consider request for funding from Fort Bend Partnership for Youth, Inc., a mentor program for juveniles.
12. Consider recommendation from Fort Bend County Housing Finance Corp. that Fort Bend County withdraw as a sponsoring entity of Southeast Housing Finance Corp.
13. Consider approving quitclaim deed from Joseph G. Mandola, Pct. 1.
14. Consider approving change order #1 from Bass Construction Co. for the construction of County building on FM-2218.
15. **CONSTABLE, PCT. 2:** *postpone* (1) consider approving purchase of equipment items totaling \$18,959.52 from Contingency Fund; (2) consider approving reserve deputies Christopher D. Carson, Gary C. Hurd, Sammy R. Lacy Jr. and Walter R. Jameson with bonds & oaths.
16. **SHERIFF'S DEPT.:** consider approving \$890 from court security fund for body armor.

CONSENT AGENDA - ITEMS 17 thru 21:

17. **COMMISSIONER, PCT. 4:** consider accepting plat for Highway 6 North Commercial Park, Sec. 2.

NOTICE

Policy of Non-Discrimination on the Basis of Disability

Fort Bend County does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities.

ADA Coordinator, Risk/Management Insurance Dept., 309 S. 4th St., Suite 720, Travis Building, Richmond, Texas 77469, phone (713) 341-8618 has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations.* Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

18. **COMMUNITY DEVELOPMENT:** consider approving agreements with American Red Cross-GHC (\$45,000) and Public Housing Authority of Rosenberg (\$25,000) as approved in the 1996 Consolidated Action Plan.
 19. **ENGINEERING:** consider approving the following:
 - (1) plat for Mission Glen Estates, Sec. 4, a partial replat of Lot 6, Blk 2 of Mission Glen Estates, Sec. 7, Pct. 3;
 - (2) payment #2 for \$1,800 to American Roofing Co. for Jane Long Annex roof repairs;
 - (3) application from Southwestern Bell Telephone to bury cable along Daily Rd., Pct. 1.
 20. **EXTENSION SERVICE:** consider approving final pay application #5 in the amount of \$14,650 to Wicke Electric Service for buildout of youth facility.
 21. **RISK MANAGEMENT:** consider authorizing payments for damages to non-County property and vehicles.
-
22. Set Public Hearings for the following: (1) acceptance of traffic control plan for West Oaks Village, Sec. 1, Pct. 3; (2) acceptance of traffic control plan for Kingsbridge which includes Bissonnet St., Kingsbridge Park, Sec. 1, Kingsbridge Park, Sec. 2 and Kingsbridge Commerce Park, Pct. 3; (3) acceptance of traffic control plan for Dawn Lane, Pct. 3.
 23. **PURCHASING:** consider approving the following:
 - (1) pay application #2 to Juarez Construction for \$148,500 for East End Annex pursuant to Bid #96-062;
 - (2) amending contract with BDM Technologies for consulting services through March, 1997 for \$80,000;
 - (3) modifying P.O. #PC03400001042 to H-GAC to \$20,978.81 for the purchase of a voice recorder system.
 24. Approve bills.
 25. **9:30 a.m. - Hold Public Hearing** for acceptance of traffic control devices for Beck Junior High School, Pct. 3; and consider taking action.
 26. Adjournment.

In the event any of the foregoing items are not covered in the time allocated on the date of this agenda, the County may order a continuance during the week until the discussion is completed on all items.

FILED FOR RECORD
 TIME 9:00 A.M.
~~P.M.~~

OCT 25 1996

Shirley Wilson
 Clerk, Fort Bend

Michael D. Rozell
 Michael D. Rozell, County Judge

Notice of meeting/agenda posted at Courthouse & Jane Long Annex, Richmond, Texas on Friday, October 25, 1996 by *N. Landry*.

APPROVED MINUTES

MINUTES

BE IT REMEMBERED, That on this 29TH DAY of OCTOBER, 1996, Commissioners Court of Fort Bend County, Texas, met at a scheduled meeting with the following present:

MICHAEL D. ROZELL	COUNTY JUDGE
R.L. "BUD" O'SHIELES	COMMISSIONER PRECINCT #1
GRADY PRESTAGE	COMMISSIONER PRECINCT #2
ALTON PRESSLEY	COMMISSIONER PRECINCT #3
LINDA MUNOZ	ADMIN. ASSISTANT to COUNTY CLERK

Commissioner Lutts absent.

When the following were had and the following orders were passed to wit:

1. Call to Order:

Call to Order by Judge Rozell at 9:00 a.m.

2. Invocation and Pledge of Allegiance:

Invocation and Pledge of Allegiance by Commissioner O'Shieles.

3. Approve minutes of meeting of October 22, 1996:

Moved by Commissioner Pressley, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to approve minutes of meeting of October 22, 1996 with corrections on item #35(1b) and item #36.

4. Announcements and Public Comments:

The last day for early voting is Friday, November 1, 1996.

Continuing Education certificates presented to the following for the South Texas County Judges' and Commissioners' Association Annual Conference:

Commissioner R.L. O'Shieles	9 hours
Commissioner Alton Pressley	8 hours
Commissioner Grady Prestage	3 hours

Public Comments:

Gary Longakea, representing Southeast Texas Housing Finance Corporation, requested that Fort Bend County remain a member of Southeast Texas Housing Finance Corp.

5. Approve line item transfers in budgets and funds:

Moved by Commissioner Pressley, Seconded by Commissioner O’Shieles, duly put and unanimously carried (4-0), it is ordered to approve line item transfer in budgets and funds for DISTRICT CLERK, ELECTIONS ADMINISTRATION, RISK MANAGEMENT, JUSTICE OF THE PEACE PCT. 1 PLACE 1, CONSTABLE PCT. 3, CHILD SUPPORT and enter into record line item transfer for LAW LIBRARY as presented by Robert Grayless, County Auditor.

6. Approve out-of-state travel requests for County personnel and enter into record the out-of-state travel requests for elected officials:

None.

7. Approve agreements/contracts for County equipment or services:

None.

8. Consider request for waiver of tax penalty and interest:

Moved by Commissioner Prestage, Seconded by Commissioner O’Shieles, duly put and carried (3-1), with Commissioner Pressley voting no, it is ordered to authorize waiver of tax penalties & interest and attorney fees for Samuel Sanders.

penalty & interest	\$102.82
attorney fees	<u>58.15</u>
Total	\$160.97

9. Consider approving amendment to tax abatement agreement with Albis Corp.:

Moved by Commissioner O’Shieles, Seconded by Commissioner Pressley, duly put and unanimously carried (4-0), it is ordered to approve amendment to tax abatement agreement with Albis Corp. as presented by John Young, representing Greater Fort Bend Economic Development Council.

10. Consider request for variance to septic system rules from Steven Callaway:

Steven Callaway requested variance to septic system for a house he owns at 2404 Precinct Line.

Moved by Commissioner Pressley, Seconded by Commissioner O’Shieles, duly put and unanimously carried (4-0), it is ordered to approve variance to septic system rules from Steven Callaway to include the 6 conditions set fourth per October 28, 1996 memo from the Health Department.

11. Consider request for funding from Fort Bend Partnership for Youth, Inc., a mentor program for juveniles:

Postpone.

12. **Consider recommendation from Fort Bend County Housing Finance Corp. that Fort Bend County withdraw as a sponsoring entity of Southeast Housing Finance Corp.:**

Moved by Commissioner Prestage, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to accept recommendation from Fort Bend County Housing Finance Corp. that Fort Bend County withdraw as a sponsoring entity of Southeast Housing Finance Corp. as presented by Tyrone Williams, President of Fort Bend County Housing Finance Corp.

13. **Consider approving quitclaim deed from Joseph G. Mandola, Pct. 1:**

Moved by Commissioner O'Shieles, Seconded by Commissioner Pressley, duly put and unanimously carried (4-0), it is ordered to approve quitclaim deed from Joseph G. Mandola, Pct. 1 subject to verification of legal description.

14. **Consider approving change order #1 from Bass Construction Co. for the construction of County building on FM-2218:**

Moved by Commissioner O'Shieles, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to approve change order #1 from Bass Construction Co. for the construction of County building on FM 2218.

15. **CONSTABLE, PCT. 2:**

(1) consider approving purchase of equipment items totaling \$18,959.52 from Contingency Fund:

Postpone.

(2) consider approving reserve deputies Christopher D. Carson, Gary C. Hurd, Sammy R. Lacy Jr. and Walter R. Jameson with bonds & oaths:

Moved by Commissioner Prestage, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to approve reserve deputies Christopher D. Carson, Gary C. Hurd, Sammy R. Lacy Jr. and Walter R. Jameson with bonds & oaths.

16. **SHERIFF'S DEPT.: consider approving \$890 from court security fund for body armor:**

Moved by Commissioner Pressley, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to approve \$890 from court security fund for body armor for Sheriff's Department.

17. **COMMISSIONER, PCT. 4: consider accepting plat for Highway 6 North Commercial Park, Sec. 2:**

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to accept plat for Highway 6 North Commercial Park, Sec. 2.

18. **COMMUNITY DEVELOPMENT: consider approving agreements with American Red Cross-GHC (\$45,000) and Public Housing Authority of Rosenberg (\$25,000) as approved in the 1996 Consolidated Action Plan:**

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to approve agreements with American Red Cross-GHC (\$45,000) and Public Housing Authority of Rosenberg (\$25,000) as approved in the 1996 Consolidated Action Plan.

19. **ENGINEERING: consider approving the following:**
(1) plat for Mission Glen Estates, Sec. 4, a partial replat of Lot 6, Blk 2 of Mission Glen Estates, Sec. 7, Pct. 3;
(2) payment #2 for \$1,800 to American Roofing Co. for Jane Long Annex roof repairs;
(3) application from Southwestern Bell Telephone to bury cable along Daily Rd., Pct. 1:

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to approve items 19(1) through 19(3).

20. **EXTENSION SERVICE: consider approving final pay application #5 in the amount of \$14,650 to Wicke Electric Service for buildout of youth facility:**

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to approve final pay application #5 in the amount of \$14,650 to Wicke Electric Service for buildout of youth facility.

21. **RISK MANAGEMENT: consider authorizing payments for damages to non-County property and vehicles:**

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to authorize payments for damages to non-County property and vehicles.

22. **Set Public Hearings for the following: (1) acceptance of traffic control plan for West Oaks Village, Sec. 1, Pct. 3; (2) acceptance of traffic control plan for Kingsbridge which includes Bissonnet St., Kingsbridge Park, Sec. 1, Kingsbridge Park, Sec. 2 and Kingsbridge Commerce Park, Pct. 3; (3) acceptance of traffic control plan for Dawn Lane, Pct. 3:**

Moved by Commissioner Pressley, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to set public hearings at 9:30 a.m. on November 26, 1996 for items 22(1) through 22(3).

OCTOBER 29, 1996

23. PURCHASING: consider approving the following:

(1) pay application #2 to Juarez Construction for \$148,500 for East End Annex pursuant to Bid #96-062:

Moved by Commissioner Prestage, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to approve pay application #2 to Juarez Construction for \$148,500 for East End Annex pursuant to Bid #96-062 as presented by Gilbert Jalomo, Purchasing Agent.

(2) amending contract with BDM Technologies for consulting services through March, 1997 for \$80,000:

Moved by Commissioner Pressley, Seconded by Commissioner Prestage, duly put and unanimously carried (4-0), it is ordered to amend contract with BDM Technologies for consulting services through March, 1997 for \$80,000 as presented by Gilbert Jalomo, Purchasing Agent.

(3) modifying P.O. #PC03400001042 to H-GAC to \$20,978.81 for the purchase of a voice recorder system:

Moved by Commissioner Pressley, Seconded by Commissioner Commissioner O'Shieles, duly put and unanimously carried (4-0), modifying P.O. #PC03400001042 to H-GAC to \$20,978.81 for the purchase of a voice recorder system for EMS as presented by Gilbert Jalomo, Purchasing Agent.

24. Approve bills:

Moved by Commissioner Pressley, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to approve bills as presented by Robert Grayless, County Auditor.

25. 9:30 a.m. - Hold Public Hearing for acceptance of traffic control devices for Beck Junior High School, Pct. 3; and consider taking action:

No public comments.

Moved by Commissioner Pressley, Seconded by Commissioner O'Shieles, duly put and unanimously carried (4-0), it is ordered to accept County Engineer study and approve traffic control devices on Fry Rd. for Beck Junior High School (formerly Katy Junior High School #6), Pct. 3.

26. Adjournment:

Commissioners Court adjourned at 9:50 a.m. on Tuesday, October 29, 1996.

FORT BEND COUNTY COMMISSIONERS COURT

4

Public Participation Form

3-MINUTE TIME LIMIT

Instructions: Fill out all appropriate blanks. Please print or write legibly.

NAME: GARY LONGAKED

HOME ADDRESS: 4620 FAIRMONT PARKWAY #201

HOME TELEPHONE: _____

PLACE OF EMPLOYMENT: SOUTHEAST TEXAS HOUSING FIN CORP

EMPLOYMENT TELEPHONE: (513) 487-8772

Do you represent any particular group or organization? Yes

If you do represent a group or organization, please state the name, address and telephone number of such group or organization.

SOUTHEAST TEXAS HOUSING FINANCE CORP

Which agenda item (or items) do you wish to address? _____

In general, are you for or against such agenda item (or items)? _____

Signature [Handwritten Signature]

NOTE: This Public Participation Form must be presented to the County Clerk or County Judge prior to the time that the agenda item (or items) you wish to address are discussed before the Court. NOTE: 3-MINUTE TIME LIMIT

Office of Continuing Education

certifies that

R. L. O'SHIELES

has earned 9 Continuing Education Unit(s)

for satisfactory completion of 9 hours

of organized instruction in

SOUTH TEXAS COUNTY JUDGES' AND COMMISSIONERS' ASSOCIATION
ANNUAL CONFERENCE

Course Title

JUNE 25, 1996 - JUNE 27, 1996

Date of Program

V. G. YOUNG INSTITUTE OF COUNTY GOVERNMENT

Sponsor

Freddie R. Zach

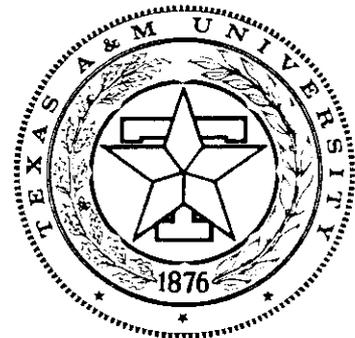
Activity Director

Nancy P. Skutes

Office of Continuing Education

August 20, 1996

Date



Office of Continuing Education

certifies that

GRADY PRESTAGE

has earned 3 Continuing Education Unit(s)

for satisfactory completion of 3 hours

of organized instruction in

SOUTH TEXAS COUNTY JUDGES' AND COMMISSIONERS' ASSOCIATION
ANNUAL CONFERENCE

Course Title

JUNE 25, 1996 - JUNE 27, 1996

Date of Program

V. G. YOUNG INSTITUTE OF COUNTY GOVERNMENT

Sponsor

Freddie R. Zuck
Activity Director

Mary D. Shutes
Office of Continuing Education

August 20, 1996

Date



Office of Continuing Education

certifies that

ALTON B. PRESSLEY

has earned .8 Continuing Education Unit(s)

for satisfactory completion of .8 hours

of organized instruction in

SOUTH TEXAS COUNTY JUDGES' AND COMMISSIONERS' ASSOCIATION
ANNUAL CONFERENCE

Course Title

JUNE 25, 1996 - JUNE 27, 1996

Date of Program

V. G. YOUNG INSTITUTE OF COUNTY GOVERNMENT

Sponsor

Juddi R. Zach

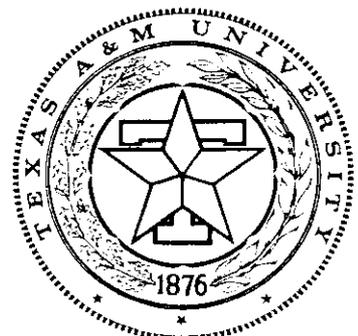
Activity Director

Nary G. Shutes

Office of Continuing Education

August 20, 1996

Date



157
Co. Judge

IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY FOR THE YEAR 1996

On this the 29 day of October, 1996, the Commissioners' Court, with the following members being present:

- Mike D. Rozell - County Judge
- R.L. O'Shies - Commissioner Precinct #1
- Grady Prestage - Commissioner Precinct #2
- Alton Pressley - Commissioner Precinct #3
- Bob Lutts - Commissioner Precinct #4

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: 034 Emergency Medical Services Department #: 034

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
Office Supplies	1062	1,200.00
TOTAL TRANSFERRED TO:		\$ 1,200.00

TRANSFER FROM:

Conf/Travel	0701	1,200
TOTAL TRANSFERRED FROM:		\$ 1,200.00

EXPLANATION: To provide for the increased expenditures associated with large amounts of office supplies used.

Department Head: [Signature] Date: 10/22/96

THE COUNTY OF FORT BEND
BY: [Signature]
Mike D. Rozell, County Judge

ROUND DOLLARS ONLY

✓

**IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996**

On this the 29 day of October, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: Elections Administration Department #: 069

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
<u>Social Security</u>	<u>010-069-0690-1000-0300</u>	<u>\$3,500.00</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL TRANSFERRED TO:		<u>\$ 3,500.00</u>

TRANSFER FROM:

<u>Election</u>	<u>010-069-0690-1000-3030</u>	<u>3,500.00</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL TRANSFERRED FROM:		<u>\$ 3,500.00</u>

EXPLANATION: This transfer is provide for social security until the end of FY96 for election workers, who received social security benefits from the county. Any voter registration personnel, approved by Secretary of State, the State has reimbursed the county for FICA. The reimbursements have been deposited into the General Fund.

Department Head: Dianna McWhethy Date: October 23, 1996

THE COUNTY OF FORT BEND

■■■■ ROUND DOLLARS ONLY ■■■■

BY: Mike D. Rozell
Mike D. Rozell, County Judge

**IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996**

On this the 29 day of OCTOBER, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: DISTRICT CLERK Department #: 004

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
<u>FEES/SVCS</u>	<u>00400404010</u>	<u>\$1,000.00</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL TRANSFERRED TO:		<u>\$ 1,000.00</u>

TRANSFER FROM:

<u>OFFICE SUPPLIES</u>	<u>00400401062</u>	<u>1,000.00</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL TRANSFERRED FROM:		<u>\$ 1,000.00</u>

EXPLANATION: PUBLIC EMPLOYEE DISHONESTY BOND DUE TOWARD THE END OF THE YEAR.

Department Head: _____

Date: 10-24-96

THE COUNTY OF FORT BEND

ROUND DOLLARS ONLY

BY: Mike D. Rozell

Mike D. Rozell, County Judge

✓

IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996

On this the 29 day of October, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: County Law Library Department #: 666

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
<u>Rentals</u>	<u>3020</u>	<u>\$ 275</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL TRANSFERRED TO: \$ 275

TRANSFER FROM:

<u>Repairs-Building</u>	<u>7012</u>	<u>\$ 275</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL TRANSFERRED FROM: \$ 275

EXPLANATION: unexpected bill from previous year (unpaid thus far)

Department Head: Ron S. Belcher Date: 10/22/96

THE COUNTY OF FORT BEND

BY: Mike D. Rozell
Mike D. Rozell, County Judge

ROUND DOLLARS ONLY

**IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996**

On this the 29 day of October, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: CHILD SUPPORT Department #: 14

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
<u>Office Supplies</u>	<u>1000-0014-1062</u>	<u>\$ 2,500.00</u>
TOTAL TRANSFERRED TO:		<u>\$ 2,500.00</u>

TRANSFER FROM:

<u>Contingency Fund</u>		<u>2,500.00</u>
TOTAL TRANSFERRED FROM:		<u>\$ 2,500.00</u>

EXPLANATION: Two additional fee bills were mailed to collect more fees.
7,800 fee bills were mailed amounting to \$2,500.00. This request is to replace
the expenditure made which was taken out from our 1996 budget.

Department Head: Katherine N. Mizell Date: October 24, 1996
 KATHERINE N. MIZELL

THE COUNTY OF FORT BEND
 BY: Mike D. Rozell
 Mike D. Rozell, County Judge

ROUND DOLLARS ONLY



FORT BEND COUNTY
CHILD SUPPORT OFFICE
P.O. BOX 118
RICHMOND, TEXAS 77406-0118

KATHERINE N. MIZELL
Administrator

October 24, 1996

FROM: Katherine N. Mizell *KNMizell*

SUBJECT: Line Item Transfer (Request to Amend/Increase 1996 Budget
on Item 1062- Office Supplies)

TO: Judge Michael D. Rozell
Commissioner R. L. "Bud" O'Shieles
Commissioner Grady Prestage
Commissioner Alton Pressley
Commissioner Bob Lutts
IN TURN

1. Please include this request in the coming agenda for consideration and approval.
2. Per Judge Rozell's memo (see attached), we mailed two additional follow-up fee bills, approximately 7,800 bills to an average of 325 per month. Request to amend (increase) our Budget Item 1062 from Contingency Fund in the amount of \$2,500.00 to replace the expense. To date, we have collected and turned into General Fund \$46,369.40 in fees.
3. Your very kind consideration and approval would be highly appreciated. When the request is approved and signed, kindly forward original copy to Mr. Robert Grayless. Thank you so much.

KM:km

cc: Judge Thomas O. Stansbury
Robert Grayless

FORT BEND COUNTY
CHILD SUPPORT OFFICE
P.O. BOX 118
RICHMOND, TEXAS 77406-0118

KATHERINE N. MIZELL
Administrator

March 25, 1996

FROM: Katherine N. Mizell *K.N. Mizell*
SUBJECT: February Budget Analysis — 014 Child Support
TO: Donna W. Davis

This is in response to your memo of March 13. Thank you for the analysis and concern; however, our budget for items 1010 and 1062 will be adequate for the remainder of the year.

a. 1010 Property and Equipment. We have yet to order two filing cabinets which would cost about \$340.00. No other needs are anticipated.

b. 1062 Office Supplies. Although \$30,000.00 was only approved from our \$31,000.00 request, measures have been taken to counteract the \$1,000.00 cutback. From this budget \$2,000.00 is allocated for office supplies and \$28,000.00 is postage expenses which includes the estimated increase of 7,000 checks. We order stamped envelopes every three to four months because it takes about four to six weeks to receive the order. We will mail out monthly fee bills but cannot send follow-up fee bills. We have also advised our clients to send self-addressed and stamped envelopes when requesting copies of payment records or if information needs to be mailed.

If further explanation is needed, please call me at (713) 342-6258. Thank you.

KM:km

cc: Judge Thomas O. Stansbury

Judge —
It might be more beneficial to the County to increase her budget + collect more fees.

Donna
I agree!
md 4/4/96

**IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996**

On this the 29TH day of OCTOBER, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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 3 Department #: 25

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
<u>UTILITIES</u>	<u>2000</u>	<u>\$ 600.00</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL TRANSFERRED TO:		<u>\$ 600.00</u>

TRANSFER FROM:

<u>CONTINGENCY FUND</u>		<u>\$ 600.00</u>
_____		_____
_____		_____
_____		_____
_____		_____
TOTAL TRANSFERRED FROM:		<u>\$ 600.00</u>

EXPLANATION: No funds in current budget, spoke with Kirk w/ auditors office; will apply for funds from contingency fund.

Department Head: Rob Cook Date: 10/23/96

THE COUNTY OF FORT BEND
BY: Mike D. Rozell
Mike D. Rozell, County Judge

ROUND DOLLARS ONLY

OUR UTILITIES LINE ITEM FOR NEXT YEAR WILL BE THE SAME AMOUNT. OUR TOTAL EXPENDITURES WILL EXCEED THE BUDGET FOR NEXT YEAR.

✓

**IN THE MATTER OF TRANSFERRING OF BUDGET SURPLUS OF FORT BEND COUNTY
FOR THE YEAR 1996**

On this the 29 day of October, 1996, the Commissioners' Court, with the following members being present:

- | | | |
|----------------|---|--------------------------|
| Mike D. Rozell | - | County Judge |
| R.L. O'Shieles | - | Commissioner Precinct #1 |
| Grady Prestage | - | Commissioner Precinct #2 |
| Alton Pressley | - | Commissioner Precinct #3 |
| Bob Lutts | - | Commissioner Precinct #4 |

The following proceedings were had, to-wit,

THAT WHEREAS, theretofore, on October 3, 1995, the Court heard and approved the budget for the year 1996 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: Risk Management/Insurance Department #: 068

TRANSFER TO:

LINE-ITEM NAME	NUMBER	AMOUNT
Salaries	010 068 0681 0200	250.00
Retirement	010 068 0681 0400	18.00
Social Security	010 068 0681 0300	20.00
TOTAL TRANSFERRED TO: \$		288.00

TRANSFER FROM:

Conferences and Travel	010 068 0681 0701	288.00
TOTAL TRANSFERRED FROM: \$		288.00

EXPLANATION: Reclassification of two positions in department.

Department Head: Sandy Kovacs Date: 10 22 96
Insurance Dept.

THE COUNTY OF FORT BEND
BY: Mike D. Rozell
Mike D. Rozell, County Judge

ROUND DOLLARS ONLY





HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

JULANE TOLBERT
Administrator

(713) 341-8617
Fax (713) 341-8615

MEMORANDUM

TO: Kathleen Miller
Risk Manager

FROM: Denise Haenel, Compensation Specialist *DH*
Human Resources Department

SUBJECT: Results of Job Evaluation Committee Meeting

DATE: October 21, 1996

In its October 16, 1996 Quarterly Meeting, the Job Evaluation Committee reviewed the Job Analysis Questionnaires (JAQs) submitted for two positions in your department. Based on the information contained in each JAQ, the positions were classified as follows:

<u>Job Title</u>	<u>Current Grade</u>	<u>Approved Grade</u>
Clerk III-Benefits and Service Coordinator	Grade 5	Grade 6

If a change in grade is indicated above, Human Resources will implement the change in the appropriate payroll period upon receipt of the Master File Change Card and written confirmation of available funding. If you do not have sufficient funds to accomplish this change, you must request additional funding from Commissioners Court.

If you have further questions please contact me at 341-8624.

xx: Michael Rozell, County Judge
Commissioners Court
Djanne McWethy, Director of Administrative Services
✓ Sandy Kucera, Insurance Coordinator

AGENDA ITEM

96-10-15 15:06 IN

18

MARSHA P. GAINES
FORT BEND COUNTY TAX ASSESSOR/COLLECTOR
P.O. Box 399, Richmond, TX 77406-0399
713-341-3710

MEMORANDUM

DATE: October 14, 1996

TO: ✓ County Judge Mike Rozell
Commissioner R.L. "Bud" O'Shieles
Commissioner Grady Prestage
Commissioner Alton Pressley
Commissioner Bob Lutts
Ben W. "Bud" Childers, County Attorney

FROM: Marsha P. Gaines
Tax Assessor/Collector

RE: Waiver of Penalty and Interest - Samuel Sanders
Account #6200-01-003-0500-907

Mr. Sanders is requesting waiver of penalty, interest, and attorney fees on the above referenced account for tax years 1994 and 1995.

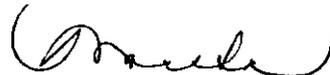
Mr. Sanders is eligible to request waiver for both years as the appraisal district removed the homestead and disability exemption; therefore creating a delinquency date of 05-01-96 for 1994 and 06-01-96 for 1995.

- A statement and letter were sent to Mr. Sanders at 15914 Darton, Houston, Texas 77053-3514 on 03-22-96 informing him of the taxes due on his account for tax year 1994 and giving him until 05-01-96 to pay without penalty and interest.
- A statement and letter were sent on 04-24-96 to the Mr. Sanders at the same address informing him of the change for the 1995 tax year and giving him until 06-01-96 to pay without penalty and interest.
- On 04-19-96, Mr. Sanders called our office and spoke with our secretary, Judy Richter. He wanted it noted that he called the office and did not know he owed the taxes. He did not inform her of an address change.
- Mr. Sanders notified the Central Appraisal District of the address change on August 21, 1996.
- Mr. Sanders paid the taxes in August with penalty, interest, and attorney fees.

Breakdown of Taxes Paid:

Base Tax	\$663.21
Penalty & Interest	102.82
Attorney Fees	<u>58.15</u>
Total Paid	\$824.18

I do not recommend waiver of penalty and interest as he was aware of the change in exemptions. I do recommend waiver of the attorney fee as this fee was assessed in error on the 1994 tax.



8/23 pc: Judy Harms, Tax Dept.

AUGUST 21, 1996

96-08-23 14:09 IN

TO: JUDGE ROZELLE

REFERENCE: REASON FOR REQUESTING A WAIVER OF PENALTY.

ACCORDING TO THE CENTRAL APPRAISAL DISTRICT, SUGAR LAND TX, THE ADDRESS FOR MY TAX STATEMENTS WAS NOT CHANGED AND I WAS NOT RECEIVING THE NOTICES. ADDRESS CHANGE SUBMITTED 08/21/96 (SEE ATTACHED).

RECENTLY I HAVE BEEN IN THE VETERANS HOSPITAL DEALING WITH TOTAL HIP REPLACEMENT SURGERY, PLUS FOLLOW-UP SURGERY DUE TO COMPLICATIONS.

ADDITIONAL SURGERY IS SCHEDULED FOR EARLY SEPTEMBER.

I WILL APPRECIATE YOUR WAIVING THIS PENALTY.

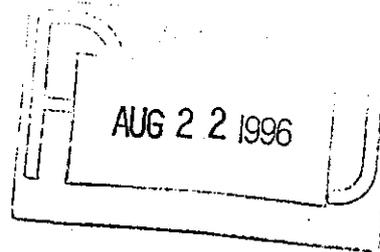
THANK YOU.

YOURS TRULY,


SAMUEL SANDERS
3718 GIMMARON CIR
MISSOURI CITY TX 77459-6300

MARSHA P. GAINES

Fort Bend County Tax Assessor/Collector
P.O. Box 399 Richmond, Texas 77406-0399
(713) 341-3710 Fax (713) 341-9267



PROPERTY TAX COLLECTIONS FOR:

FORT BEND COUNTY

OFFICIAL TAX RECEIPT

POSTED 08/22/96

PROPERTY OWNER:

EFFECTIVE 08/21/96

SANDERS SAMUEL
15914 DARTON
HOUSTON, TX 77053-3514

ACCOUNT # 6200-01-003-0500-907
AS OF 1995 VALUE: \$50,860
LEGAL RIDGEGATE S/D SEC 1, BLOCK 3,
LOT 5, R/P

CCAD # R103633
EXEMPTIONS NONE
RECEIPT # 96081717923
COLLECTED \$824.18

YEAR	UNIT	Levy Paid	P & I	FEES	PAYMENT
94	FBC-LRFC	17.39	2.78	3.03	23.20
94	FBC-DF	22.53	3.60	3.92	30.05
94	FBC-GF	294.23	47.08	51.20	392.51
95	FBC-DF	21.56	3.23	.00	24.79
95	FBC-GF	307.50	46.13	.00	353.63

PAID BY:

SANDERS SAMUEL
3718 CIMMARON CIRCLE
MISSOURI CITY, TX 77459

TOTAL APPLIED TO:

LEVY	\$663.21
P & I	102.82
FEE	58.15
TOTAL	\$824.18

OWNERSHIP OR MAILING ADDRESS CHANGE REQUEST

mail to: Fort Bend Central Appraisal District
 Attn.: Records Update
 12946 Dairy Ashford Rd. Suite 100
 Sugar Land, TX 77478-3197
 713-240-9797

PRINT
 TO INSURE PROMPT
 CHANGES - PLEASE RETURN
 THIS FORM BY _____

IMPORTANT COMPLETE AT LEAST ONE OF THE NEXT 3 LINES

CAD Account Number: 3850-03-007-0110-907 6200-01-003-0500-907

(LIST ALL ACCOUNTS AFFECTED - USE BACK SIDE IF NEEDED)

Property Location Address: _____

Legal Description: _____

A. Ownership Change: Transfer or Modify Ownership

1. Documents required to change LAND & MINERAL ownership must be properly recorded and filed in the CORRECT County Courthouse. Only copies with recording information will be accepted. Examples of correct documents are warranty deed, trustees deed, divorce decree, probate judge's order, constables deed, etc. A DEED OF TRUST DOES NOT CONVEY FEE SIMPLE OWNERSHIP.
2. To change or modify ownership of BUSINESS INVENTORY (such as furniture, fixtures, and vehicles, etc.) requires copies of the BILL OF SALE AND SALES TAX PERMIT.
3. Changes for MOBILE HOMES require copies of the BILL OF SALE AND SERIAL NUMBER OF THE MOBILE HOME.

B. Mailing Address Change (per House Bill No. 1158)

Address changes can only be made with the signed written request of the actual OWNER AS LISTED ON THE CAD RECORDS or by the owner's agent (designated by a fiduciary on file at the CAD).

Owner: SAMUEL SANDERS

% Name (if not owner): _____

Mailing Address: 3718 CIMMABON CIR

City: MISSOURI CITY State: TX Zip: 77459 - 6300

Daytime Phone: 431-1354 Home Phone: SAME

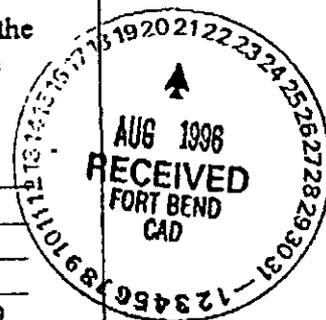
I am the owner of the property above and request the address above be used for mailing. If my address should change, at a later date, I will send a new request in writing.

Signature: Samuel Sanders Date: 8-21-96

Any person who makes a false entry upon the foregoing record shall be subject to one of the following penalties: (1) imprisonment of not more than 10 years nor less than 2 years and/or a fine of not more than \$5000.00 or both such fine and imprisonment; (2) confinement in jail for a term up to 1 year or a fine not to exceed \$2000.00 or both such fine and imprisonment as set forth in Section 37.10 Penal Code.

REVISED 30 JANUARY 1995

HB1158.SAM



12-18?
+ 10-26



Office of the County Judge

FORT BEND COUNTY, TEXAS

MICHAEL D. ROZELL
County Judge

(713) 341-8608
Fax 341-8609

October 18, 1996

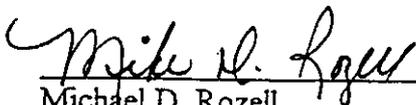
Mr. Samuel Sanders
3718 Cimmaron Circle
Missouri City, Texas 77459-6300

Dear Mr. Sanders:

Your request for waiver of tax penalty and interest has been received.

This request will be considered by Commissioners Court on Tuesday, October 29, 1996
at 9:00 a.m.. Please be present at this meeting. If you cannot attend, please notify our
office at 713/341-8607.

Very truly yours,


Michael D. Rozell
County Judge

MDR/ig



COUNTY ATTORNEY

FORT BEND COUNTY, TEXAS

BEN W. "Bud" CHILDERS
County Attorney

(713) 341-4555
Fax: (713) 341-4557

October 24, 1996

The Honorable Michael D. Rozell
County Judge
Fort Bend County

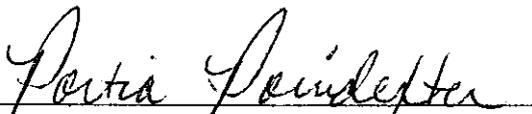
Re: Amendment of Albis Corporation
Tax Abatement Agreement

Dear Judge Rozell:

The Rosenberg City Council has amended their 1989 Tax Abatement Agreement with Albis Corporation. Accordingly, Marsha Gaines, Tax Assessor Collector, and the Fort Bend Economic Development Council have asked this office to amend the County's Tax Abatement Agreement with Albis Corporation.

Please place the amendment on the Court's October 29, 1996 agenda.

Very truly yours,


Portia Poindexter, First Assistant

/j:albis.let:3195-1

xc: Commissioner R. L. O'Shieles
Commissioner Grady Prestage
Commissioner Alton Pressley
Commissioner Bob Lutts
Marsha Gaines, Tax Assessor-Collector
John Young, Economic Development Council
Ron Krainz, President, Albis Corporation, P.O. Box 711, Rosenberg, Texas 77471-0711

orig ret'd to Co Atty on 11/4/96 - Need signature from Albis

STATE OF TEXAS §

COUNTY OF FORT BEND §

ORDER AUTHORIZING THE COUNTY JUDGE TO EXECUTE THE AMENDED TAX ABATEMENT AGREEMENT BETWEEN FORT BEND COUNTY ALBIS CORPORATION

On this the 29 day of October, 1996, the Commissioners Court of Fort Bend County, Texas, upon motion of Commissioner O'Shields, seconded by Commissioner Pressley, duly put and carried;

IT IS ORDERED that the Fort Bend County Judge be and is hereby authorized to execute the Amended Tax Abatement Agreement with Albis Corporation. Said Agreement is incorporated herein by reference for all purposes as though fully set forth herein word for word.

THE STATE OF TEXAS §

COUNTY OF FORT BEND §

AMENDED TAX ABATEMENT AGREEMENT

THIS AMENDED TAX ABATEMENT AGREEMENT (this "Agreement") is made and entered into by and between **Fort Bend County** ("County") and **Albis Corporation**, a Texas corporation ("Owner"), owner of the tract of land comprising Reinvestment Zone No. 1.

WHEREAS, County and Owner previously entered into a Tax Abatement Agreement (the "Agreement"), Exhibit "A" attached hereto and incorporated herein for all purposes, on April 24, 1989 regarding abatement of property taxes due the County.

WHEREAS, it has become apparent that because of certain provisions in the Agreement (Exhibit "A"), the purposes and effect have not been accomplished because of errors in drafting; and,

WHEREAS, it is appropriate and necessary that the Agreement be amended to accomplish its objectives;

NOW, THEREFORE, the parties agree as follows:

1. Section 5 Tax Abatement of the Agreement is deleted and shall be amended by a new paragraph 5 which shall read:

5. Tax Abatement. The County and Owner agree and acknowledge that this Agreement shall provide for the Tax Abatement, under the conditions set forth herein for eight (8) tax years. There shall be granted and allowed hereunder to the Owner a property tax abatement of taxes levied during the term of this Agreement on the percentage of the Certified Appraised Value of Improvements constructed or expanded hereunder in Reinvestment Zone No. 1 according to the following schedule:

Tax Year

(Beginning with the year commencing January 1 following issuance of the City's building permit for the Improvements for taxes levied during such year

Percentage of Certified Appraised Value of Improvements on which Taxes are to be Abated

1-4	100%
5	90%
6	80%
7	70%
8	70%
9 forward	0%

2. Other than the amendment as described above, the Agreement shall remain in full force and effect according to its terms.

In testimony of which, this Agreement has been executed by the County and Owner.

FORT BEND COUNTY, TEXAS

By: Mike D. Rozell
Michael D. Rozell, County Judge

Date: 10-29-94

ATTEST:
Dianne Wilson
Dianne Wilson, County Clerk

ALBIS CORPORATION

By: _____
Ron Krainz, President

Date: _____

TAX ABATEMENT AGREEMENT

THE STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF FORT BEND

§

THIS TAX ABATEMENT AGREEMENT (this "Agreement") is made and entered into by and between FORT BEND COUNTY (The County) and ALBIS CORPORATION, a Texas corporation (the "Owner"), owner of the tract of land comprising Reinvestment Zone No. 1.

1. Authorization This Agreement is authorized by (a) Chapter 312 of the Texas Tax Code as it exists on the effective date of this Agreement, and (b) the Guidelines and Criteria for Granting Tax Abatement in Reinvestment Zones Created in Fort Bend County (the "Guidelines"), which were approved by the County's Commissioners' Court on December 7, 1987. The County has determined that the request for tax abatement presented by the Owner conforms with the criteria established in the Guidelines.

2. Defined Terms As used in this Agreement, the following terms shall have the meanings set forth below:

a. "Certified Appraised Value" means the appraised value, for property tax purposes, as certified by the Fort Bend County Appraisal District.

b. "Completion Date" means the end of the 24 month period following the January 1 of the year following the year in which a building permit for the improvements is issued.

Completion Date = Jan. 1992

Exhibit "A"

c. "Reinvestment Zone No. 1" means that certain area qualifying for tax abatement pursuant to the Guidelines and City of Rosenberg Ordinance (as herein defined) which is designated as Exhibit "A", attached hereto and incorporated herein for all purposes; such area is described in the attachment to the Reinvestment Zone No. 1 Ordinance.

d. "Reinvestment Zone No. 1 Ordinance" means City of Rosenberg Ordinance No. 89-25, passed April 18, 1989, which created the Reinvestment Zone No. 1.

e. "Improvements" mean the new, expanded or modernized buildings, structures, fixed machinery and equipment, site improvements and related fixed machinery necessary to the operation of the Owner's new plastics compounding and enhancing plant and to be used for commercial or industrial purposes, which are erected or expanded by the Owner in Reinvestment Zone No. 1 (as described by Section 6 herein). Improvements do not include any property considered personal property under the Texas Property Tax Code. The base year value of the improvements as of the date of execution of this agreement is \$0.

3. Administration of Agreement: This Agreement shall be administered by the County Judge of Fort Bend County.

4. Term: Unless terminated earlier as provided elsewhere herein, this Agreement shall be effective on the date of final approval by Commissioners' Court and shall continue for nine (9) years from the date the City of Rosenberg issues a building permit for any of the improvements. However, this Agreement

shall terminate five (5) years from final approval by Commissioners' Court if no building permit for any of the improvements has been issued by such time.

5. Tax Abatement The County and Owner agree and acknowledge that this Agreement shall provide for tax abatement, under the conditions set forth herein, for seven (7) tax years. There shall be granted and allowed hereunder to the Owner a property tax abatement of taxes levied during the term of this Agreement on the percentage of the Certified Appraised Value of Improvements constructed or expanded hereunder in Reinvestment Zone No. 1 according to the following schedule:

<u>Tax Year</u> (Beginning with the year commencing January 1 following issuance of the City's building permit for the Improvements for taxes levied during such year)	<u>Percentage of Certified Appraised Value of Improvements on which Taxes are to be abated</u>
1-4	100%
5	90% - 94
6	80% - 95
7	70% - 96
8 forward	0%

Building Permit issued 12-14-89

90,000,000

No abatement shall extend to taxes on the land on which Improvements are located. The property tax abatement granted and allowed hereunder shall extend only to all real property ad

valorem taxes assessable by the County on the Improvements, as constructed or expanded within Reinvestment Zone No. 1. The property tax abatement granted and allowed hereunder is subject to the rights of holders of outstanding bonds of the County. If no Improvements are constructed within the term of this agreement, there shall be no abatement of taxes. The Owner shall make all reasonable efforts to cooperate with the County in obtaining any grants or aid from any state, federal or other sources; provided, however, that Owner shall not be required to reveal proprietary or trade information or agree to be bound by any covenants or conditions of any grant or aid.

6. Improvements: The Owner agrees to erect or expand Improvements with a Certified Appraised Value of \$2,000,000 by the completion date, which Improvements shall be used for plastics compounding and enhancing purposes. The County and Owner acknowledge that the property within Reinvestment Zone No. 1 will not be platted so long as the property is not subdivided.

7. Construction: The Owner shall give the County written notice within at least ten (10) days in advance of the initiation of any construction of Improvements hereunder. Such notice shall describe generally the nature of the Improvements being construction and the approximate value of the completed Improvements.

8. Representations

a. The Owner represents that (i) it will have a taxable interest with respect to improvements to be placed on the

property; (ii) at least \$2,000,000 in Certified Appraised Value of improvements shall be constructed or expanded by the Completion Date, and (iii) such other representations as are outlined in Exhibit "B" hereto and made a part hereof for all purposes, are true and correct.

b. The County represents that (i) the Reinvestment Zone No. 1 has been created in accordance with Chapter 312 of the Texas Tax Code and the Guidelines as both exist on the effective date of this Agreement; (ii) that the property within Reinvestment Zone No. 1 is located within the extraterritorial jurisdiction or the corporate limits of the City of Rosenberg, Texas.

c. The Owner and the County each represent that no interest in the improvements is held or subleased by a member of the Commissioners' Court.

9. Access to and Inspection of Property by County Employees

The Owner shall allow the County's employees access to the improvements for the purpose of inspecting any improvements erected to ensure that such improvements are completed and maintained in accordance with the specifications and conditions of this Agreement and to ensure that all terms and conditions of this Agreement are being met. All such inspections shall be made only after giving the Owner twenty-four (24) hours notice and shall be conducted in such a manner as to not unreasonably interfere with the construction and/or operation of the

Improvements. All such inspections shall be made with one (1) or more representatives of the Owner in accordance with all applicable safety standards.

10. Default

a. The County Judge may declare a default hereunder if the Owner (i) violates any of the terms or conditions of this Agreement; or (ii) allows any ad valorem taxes owed to the County to become delinquent and fails to timely and properly follow the legal procedures for their protest and contest. If the County Judge declares a default of this Agreement, this Agreement shall terminate (after notice and opportunity to cure as provided for herein), and the County in such event, shall be entitled to recapture any property tax, with interest as provided for delinquent taxes in the Texas Property Tax Code, which has been abated as a result of this Agreement, within 30 days of the termination.

b. The County Judge shall notify the Owner of any default in writing in the manner prescribed herein. The notice shall specify the basis for the declaration of default, and the Owner shall have thirty (30) days from the date of such notice to cure any default (except where fulfillment of any obligation requires activity over a period of time, performance shall be commenced within thirty (30) days after the receipt of notice, and such performance shall be diligently continued until the default is cured).

11. Compliance with State and Local Regulations. Nothing in this Agreement shall be construed to alter or affect the obligations of the Owner to comply with any ordinance, rule, or regulation of the County or laws of the State of Texas.

12. Assignment of Agreement. This Agreement may be assigned only with the approval by resolution of the Commissioners' Court subject to the financial capacity of the assignee and provided that all conditions and obligations in this Agreement are guaranteed by the execution of a new agreement with the County. No assignment shall be approved if the parties to this Agreement or the new owner are liable to any jurisdiction for outstanding taxes or other obligations. The Commissioners' Court shall not unreasonably withhold approval of an assignment.

13. Commissioners' Court Approval as Condition Precedent. This Agreement is conditioned entirely upon the approval hereof by the Commissioners' Court by the affirmative vote of a majority of the members present at a regularly scheduled meeting of the Commissioners' Court.

14. Notice. All notices shall be in writing. If mailed, any notice of communications shall be deemed to be received three (3) days after the date of deposit in the United States mail. Unless otherwise provided in this Agreement, all notices shall be delivered to the following addresses:

To the Owner: Albis Corporation
P.O. Box 79633
Houston, Texas 77279-9633

To the County: The Honorable Jodie E. Stavinoha
County Judge
Fort Bend County
Richmond, Texas 77469

Any party may designate a different address by giving the other parties ten (10) days written notice in the manner prescribed above.

15. Entire Agreement. This Agreement contains the entire and integrated tax abatement agreement among the parties and supersedes all other negotiations and agreements, whether written or oral.

IN TESTIMONY OF WHICH, THIS AGREEMENT has been executed by the County on the 24 day of April, 1989, by the Owner on the 14 day of May, 1989 and effective upon the execution of both parties hereto.

ALBIS CORPORATION
"Owner"

By: Kim Kallin
Title: PRESIDENT

ATTEST

By: Dorothy Daugh
Title: SECRETARY

FORT BEND COUNTY

By: Jodie E. Stavinoha
Jodie E. Stavinoha
County Judge

ATTEST

By: Dianne Wilson
Dianne Wilson, County Clerk

APPROVED AS TO FORM:

Larry Wood
Assistant District Attorney

STATE OF TEXAS §

COUNTY OF FORT BEND §

RESOLUTION AUTHORIZING THE TAX ABATEMENT AGREEMENT
BETWEEN FORT BEND COUNTY AND THE ALBIS CORPORATION

On this the 24th day of APRIL, 1989 at a regular meeting of Commissioners' Court of Fort Bend County, Texas, acting as the governing body of Fort Bend County, Texas upon motion of Commissioner DENHAM and seconded by Commissioner O'SHIELES, duly put and carried;

WHEREAS, the Commissioners' Court of Fort Bend County, Texas has heretofore on December 7, 1987 passed and approved guidelines and criteria for granting tax abatement in reinvestment zones created in Fort Bend County; and,

WHEREAS, the Albis Corporation, the present or potential owner of taxable property, filed a written request for the creation of a reinvestment zone and tax abatement with Fort Bend County; and,

WHEREAS, pursuant to the approved guidelines and criteria the application for a reinvestment zone and tax abatement was then forwarded to the greater Fort Bend Economic Development Council for review and recommendation to Commissioners' Court for final disposition; and,

WHEREAS, Commissioners' Court has determined, based on evidence gathered, that the improvements sought to be located in the proposed City of Rosenberg Reinvestment Zone No. 1 are feasible and practical and would be a benefit to the land to be included in the zone and to the County after the expiration of the tax abatement agreement; and,

WHEREAS, the creation of City of Rosenberg Reinvestment Zone No. 1 will be reasonably likely, as a result of its creation to contribute to the retention or expansion of primary employment or to attract major investment into the zone that would be a benefit to the property located therein and that will contribute to the economic development of the county;

NOW THEREFORE, BE IT RESOLVED, ADJUDGED AND DECREED that the Commissioners' Court of Fort Bend County authorizes the Tax Abatement Agreement between Fort Bend County and the Albis Corporation.

PASSED AND APPROVED this 24 day of April, 1989.

FORT BEND COUNTY COMMISSIONERS' COURT

By:

Jodie E. Stavinoha
Jodie E. Stavinoha, County Judge

ATTEST:

Dianne Wilson
Dianne Wilson, County Clerk

#10

FORT BEND COUNTY HEALTH DEPARTMENT
P. O. BOX 668 ROSENBERG, TEXAS 77471

713/342-7469

FAX: 713/342-7371

MEMORANDUM

DATE: OCTOBER 28, 1996
TO: MICHAEL D. ROZELL
COUNTY JUDGE
THRU: MANUELA TOBIAS
FROM: JEFF GARRETT
RE: STEPHEN CALLAWAY PROPERTY

After extensive review of plans submitted to this office by Mr. Callaway and his engineer, George Neill, the following conditions shall be met to insure that the public health of the county can be maintained.

A permit to construct a low pressure dosing system shall meet the following conditions:

1. Construction be per Mr. Neill's design.
2. The abandoned water well must be plugged according to TNRCC regulation.
3. The cement porch shall be removed before construction is started.
4. The systems dosing rate be no more than 168 gal/day. This is according to the North Carolina Standards and the clay texture of the soil.
5. The effluent from the pump chamber shall be metered and a daily log kept, with this log being available to the inspectors of Fort Bend County at anytime.
6. Show usage on permit and file affidavit to the public.

If you may have any questions, please feel free to call.

/ //

**AGENDA ITEM
FORT BEND PARTNERSHIP FOR YOUTH, INC.**

October 23, 1996

Honorable Michael D. Rozell
Fort Bend County Judge
309 S. 4th Street, Suite 719
Richmond, Texas 77406-0368

Re: Fort Bend Partnership for Youth, Inc.

Dear Judge:

Thank you for visiting with me and Mary Gready, our executive director.

As I explained, Fort Bend Partnership For Youth, Inc. is a mentor program for juveniles on probation in Fort Bend County. Our goals are to prevent young people from becoming repeat offenders and to instill values in them by word and example. A mentor who works closely with a young person can not only help spot trouble before it starts, but refer the family to a network of professional resource volunteers. Also, by introducing a value system in their life, we hope to improve their chances of being productive citizens as adults.

The Fort Bend County chief juvenile probation officer and the juvenile judges support our efforts.

Our initial annual budget will be \$109,000. However, we are in need of seed money for ninety (90) days to jump start the project. The short-term budget is \$14,195.

Per our discussion, I would appreciate your consideration in placing our request on Commissioner's Court agenda at you earliest convenience.

Please call me at (713) 995-7007 if you have any questions.

Sincerely,



SAM W. DICK
President
Board of Trustees

Honorable Michael D. Rozell
Page 2

cc: Commissioner R. L. "Bud" O'Sheiles
Commissioner J. Grady Prestage
Commissioner Alton Pressley
Commissioner Bob Lutts

FORT BEND PARTNERSHIP FOR YOUTH, INC.

**A volunteer mentoring program
providing guidance and promoting values
for kids and their families
involved in the juvenile justice system
in Fort Bend County.**

FORT BEND PARTNERSHIP FOR YOUTH is an agency designed to help kids from 10 to 17 years of age from getting in trouble with the law, **again**.

So often juveniles involved with the law need someone outside the system to help them straighten out their lives. They need positive adult role models - mentors - who will enrich their lives and, on a one-to-one basis, provide support and advocacy. The best way to help the kids from making bad choices is to give them the tools to make good ones!

Program Components

- | | |
|--------------------------------|--|
| Mentoring | Individuals from the community will be recruited, screened and trained. They will then be assigned on a one-to-one basis to youth who are referred by the Fort Bend Juvenile Probation Department. These mentors will have a consistent, high level of contact with the youth for a period of at least a year. |
| Resource
Networking | Existing social service agencies and individuals in the community will be identified as resources for specialized services. The individual needs of the youth and family can be identified and addressed, insuring that the right kind of assistance is provided for each family unit. |

**WHAT HAS HAPPENED TO OUR VALUE SYSTEM?
Where is respect for others, for property, for ourselves?**

**Honesty
Morality
Loyalty
Trustworthy
Godly**

**These are not just words, they are a way of life.
These values must be instilled in our children,
for their future and for the future of our community.**

A group of concerned public officials and citizens is in the process of developing community-based solutions for the problems of juvenile delinquency in Fort Bend County. It is imperative that both prevention and intervention services be provided in order to effectively deal with the growing problem of law-involved youth.

The specific purpose for which this non-profit corporation is being organized is to *recruit, screen and train lay-volunteer mentors to provide guidance and promote values for youth and their families who are involved in the juvenile justice system in Fort Bend County by building positive relationships between the mentors and the youth.*

Community involvement is essential to

- 1) educate the community about the problem and the juvenile justice system;
- 2) create an underlying atmosphere of advocacy for the involved youth;
- 3) share the responsibility of dealing with the problem of juvenile delinquency with the community; and,
- 4) enhance community protection through this focus on prevention and intervention.

Agency Structure

Board of Trustees

This policy-making, governing body of the agency will be made up of individuals from Fort Bend County.

Advisory Board

Judges, lawyers, probation department administrators, law enforcement representatives, ministers, psychologists, doctors, CPAs, businessmen and involved citizens from Fort Bend County will lend their expertise, knowledge and commitment to insure the ongoing success of the agency.

Management Staff

Experienced professionals will carry out the standards and policies of the agency on a day-to-day basis through the carefully structured programs, training, and case management.

Volunteer Mentors

Individuals from the community will be recruited, carefully screened and trained. They will provide the direct one-to-one service to the referred youth

FORT BEND PARTNERSHIP FOR YOUTH, INC.

INITIAL THREE-MONTH BUDGET

For the Period of November 1, 1996 - January 31, 1997

Salary for Executive Director (Based on annual salary of \$52,000)	\$13,000
Payroll Taxes (FICA @ 7.65%)	995
Supplies (Business cards, brochures, miscellaneous)	<u>200</u>
TOTAL	\$14,195

FORT BEND PARTNERSHIP FOR YOUTH, INC.
1ST YEAR BUDGET

Revenue

Foundations	\$ 50,000
Corporations	25,000
Unrestricted Donors (Churches, Service Organizations, Individuals)	25,000
Special Events (Net)	<u>9,764</u>
TOTAL REVENUE	\$109,764

Expenses

Salaries (2 full-time employees)	\$ 82,000
Payroll Taxes and Employee Benefits	<u>15,580</u>
Total Salaries & Related Expenses	97,580
Insurance (Directors & Officers Liability Insurance and Fidelity Bond)	2,000
Professional Fees (Auditor)	2,000*
Volunteer Training Seminars (10 monthly classes, including consultant fees)	2,500
Travel (2,400 miles annually x \$.285/mile)	684
Office Equipment (2 computers, 2 printers and fax machine)**	3,000
Postage	500
Supplies	1,000
Miscellaneous	<u>500</u>
TOTAL EXPENSES	\$109,764

Prospective Donated Services/Products

Office Space	Fort Bend Juvenile Probation Department
Telephones	Fort Bend Juvenile Probation Department
Printing	Corporation(s)
*Annual Independent Audit	CPA Firm
**Computers	Compaq Computer Corporation

MARY E. GREADY
2323 Long Reach Drive, #10206
Sugar Land, Texas 77478
(713) 243-1890

SUMMARY

An administrator of a community-based human services organization responsible for all aspects of the corporation including fund raising, fiscal management, program development, public relations and marketing, and personnel management. Excellent communication skills, both verbal and written. Background includes hands-on experience at every level from unpaid staff to top executive.

BUSINESS EXPERIENCE

CROSSROADS: COMMUNITY PARTNERSHIP FOR YOUTH, INC.

(Formerly known as Juvenile Court Volunteers of Harris County, Inc.) 1971 - 1996

Crossroads is a non-profit, community-based agency responsible for providing prevention and intervention services to high-risk, pre-delinquent and delinquent youths through the utilization of community resources including screened and trained volunteers.

Executive Director

1982 - 1996

Reports directly to a 20-member Board of Trustees. Responsibilities include managing and directing a volunteer staff of over 200, professional staff of 8, and a total operating budget of \$365,000.

Raised in excess of \$2,500,000 from corporate/philanthropic foundations, religious communities, government contracts, United Way, service organizations, individuals, and special events.

Increased professional staff by 80% and operating capital by 280%.

Increased services to clients through program expansion and development.

Developed new sources of funding, creating a diversified funding base for on-going operations.

Received local, state, and national recognition for the agency from the Houston Chamber of Commerce, the Texas Department of Human Resources, the Texas Corrections

Association, the U. S. Department of Health & Human Services and the U. S. Department of Labor, and the National Crime Prevention Council.

Heightened the visibility of the agency in the community through a variety of public relations/marketing techniques including public speaking engagements, media contacts, and participation in community affairs.

Presented educational workshops on volunteerism, development of a volunteer program, and fund raising at various local, state and national conferences.

Program Director

1977 - 1982

Responsible for program development and coordination.

Recruited, trained and supervised volunteers.

Volunteer

1971 - 1977

Responsible for helping establish a multi-media center for clients.

Developed a crisis-intervention program for clients.

Selected as a representative to the Board of Trustees.

Worked directly with clients.

PROFESSIONAL INVOLVEMENTS/ACTIVITIES

Appointed as a member of the Houston Police Department's Recruitment Advisory Committee (1990).

Appointed as a member of the City of Houston's Texas City Action Plan to Prevent Crime (T-CAP) Coalition (1993).

Appointed as a member of United Way's Multi-Cultural Fund Development Task Force (1993) and as a member of the Multi-Cultural Committee, a standing committee of the United Way's Board of Trustees (1994 & 1995).

Selected for Leadership Houston, Class VIII.

Served on Planning Committee for Leadership Houston Class XI and XII's "Health and Human

Services Day". Chaired subcommittee on Early Childhood Development and Adolescent Pregnancy.

Served as Agency Co-Chair of the United Way Campaign's Speakers, Tours and Fairs Committee (1992 and 1993).

Serve on United Way's Agencies Benefits Committee (1993 - 1995).

Serve as a member of the Houston Police Activities League (PAL) Board of Trustees.

Member of the National Society of Fund Raising Executives.

Member of the Texas Corrections Association.

Member of the Rotary Club of Houston.

EDUCATION

Attended Austin College, Sherman, Texas

Enhanced professional expertise and expanded personal effectiveness through continuing education courses on

The Principals and Techniques of Fund Raising
and
Management for Fund Raisers
(The Fund Raising School)

The Institute for Board Development
(United Way, The Volunteer Center, The Junior League)

Nonprofit Organizational Institute
(The University of Texas School of Law)

Effective Presentations
(Arthur Andersen & Company)

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FORT BEND COUNTY
HOUSING FINANCE CORPORATION

Board of Directors

TYRONE WILLIAMS
President

CHARLES MARIETTA
Vice President

TONI NELSON
Secretary

MIKE CASEY
Treasurer

DORA OLIVO
Director

ASHRAF ISLAM
Director

GEORGE JOHNSON
Director

October 23, 1996

The Honorable Michael D. Rozell
Fort Bend County Judge
P.O. Box 368
Richmond, TX 77469

Dear Judge Rozell:

The Fort Bend County Housing Finance Corporation met on October 21, 1996 and voted to recommend to Commissioners' Court that Fort Bend County withdraw as a sponsoring entity of Southeast Housing Finance Corporation. We feel that this will enable the board to truly address the needs of Fort Bend County residents in issues concerning low to moderate single family housing. Withdrawal will also make the county eligible to apply for an allocation of the tax credits, so that the housing finance corporation can have a Fort Bend County Single Family Revenue Bond Program. We ask that the following item be placed on Commissioners' Court Agenda for October 29, 1996 -

Discuss and consider Fort Bend County
withdrawing as a sponsoring entity of
Southeast Housing Finance Corporation.

Thank you for your consideration.

Respectfully yours,

Tyrone Williams,
FBCHFC President

attachment

cc: Commissioner R. L. O'Shieles, Precinct 1
Commissioner Grady Prestage, Precinct 2
Commissioner A. B. Pressley, Precinct 3
Commissioner B. Lutts, Precinct 4
County Attorney Bud Childers
County Clerk Dianne Wilson

**Special Report
for
Fort Bend County Housing Finance Corporation**

by: George E. Johnson, Jr.

Subject: Review of Recommendation by Fort Bend County Housing Finance Corporation to Commissioners Court regarding the withdrawal of Fort Bend as a Sponsoring entity to the Southeast Housing Finance Corporation.

Submitted: October 21, 1996

Introduction

The Board of Directors for the Fort Bend County Housing Finance Corporation is considering recommending, to Commissioners Court, the withdrawal of Fort Bend County as a sponsoring entity of Southeast Housing Finance Corporation. This withdrawal would allow Fort Bend County Housing Finance Corporation to become an issuing entity of single family mortgage revenue bonds. The Board seeks to act in the best interest of the citizens of Fort Bend County as it deliberates this matter. This report will address several questions posed by Board Members considering the recommendation.

I. Brief Review of the History of Fort Bend County Housing Finance Corporation

The Fort Bend County Housing Finance Corporation was created as a public non-profit corporation under the provision of the Texas Housing Finance Corporation Act. The "Act" authorized the Corporation to issue revenue notes and bonds. The purpose is to provide financing for multi-family rental residual developments intended to be occupied substantially by persons of low and moderate income.

Originally incorporated in 1980, the articles of incorporation were amended by majority vote of the members of Commissioners Court on September 30, 1991. The amendment provided for the appointment of a five (5) member Board of Directors, who would govern the corporation. (A copy of the articles are attached to this report.) The Board meets monthly and all meetings are opened to the public.

Presently, Fort Bend County's population is used by Southeast Housing Finance Corporation for the purpose of obtaining state allocations to issue single family revenue bonds. Fort Bend County Housing Finance Corporation is prohibited from issuing single family revenue bonds as long as it remains as one of the twenty (20) sponsoring entities of Southeast Housing Finance Corporation. The other nineteen sponsoring entities for Southeast are: Austin, Brazoria, Chambers, Liberty, Matagorda, Walker and Wharton counties and the cities of Baytown, Deer Park, Dickerson, La Marque, La Porte, League City, Pasadena, Santa Fe, Shoreacres, Texas City, and Tomball. Each area is represented by one Board member on Southeast's Board.

In an effort to gauge the housing needs and interest of the county, the Fort Bend County Housing Finance Corporation Board sponsored an "Affordable Housing Conference" on April 22, 1994. The all day conference was very well attended with over 100 participants representing all disciplines of the real estate and financial industry. The housing needs of the county were debated

throughout the day. It was generally concluded by the Board that affordable residual development projects would be encourage in Fort Bend County, but that multi-family rental units would not be as well received. The Board was encourage to concentrate its efforts on helping the low to moderate income groups in Fort Bend County to become homeowners.

In March 1995, Fort Bend County Housing Finance Board began correspondence with the Southeast Board of Directors in a effort to establish communication between the two entities.

This initiative was begun by the Board in part because of the lack of contact from Fort Bend's appointed representative on the Southeast Board. The Board made a written request to the Southeast Board to increase Fort Bend's representation on the Southeast Board to three. This written request was based on the number of loans made in Fort Bend through Southeast over the past years. This request for the additional representatives was rejected by Southeast in a written response. However, in response to an open invitation by Southeast one of Fort Bend County Housing Finance Corporation's Board members attended several of Southeast's Board meetings as a non-voting observer. At that point the Fort Bend Board decided to table the matter for one year to concentrate its efforts in two areas:

- 1.) To locate existing multi-family units located in Fort Bend County in need of upgrading.
- 2.) To encourage the development of specialize multi-family projects such as housing for the elderly and/or handicap.

During the September meeting a request was made by two members of Commissioners Court for the Board to reconsider the withdrawal from Southeast, thus prompting this current evaluation.

II. Review Single Family Programs Activity (1982-1994)

The following charts and graphs show the distribution of bond and Mortgage Credit Certificate activities in Fort Bend County and the other entities that make up Southeast Housing Finance Corporation.

These numbers reflect that out of the twenty sponsoring entities that currently make up Southeast Housing Finance Corporation approximately 34% of all funds were used for projects in Fort Bend County.

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION SINGLE FAMILY LOANS BY GOVERNMENTAL BODIES 1982 - 1994

CITY / COUNTY	MCC										TOTAL
	1982 ISSUE	1983 ISSUE	1984 ISSUE	1985 ISSUE	1987 ISSUE	1988 ISSUE	1990 ISSUE	1992 ISSUE	1993 ISSUE	1994 ISSUE	
PASADENA	\$1,601,025	\$2,900,589	\$3,500,485	\$2,596,328	\$698,521	\$2,510,035	\$1,985,997	\$1,145,784	\$1,148,434	\$18,087,198	
LAPORTE	\$189,250	\$1,914,339	\$2,116,807	\$1,378,654	\$326,550	\$1,911,457	\$1,345,257	\$1,298,456	\$1,072,927	\$11,553,697	
DEER PARK	\$226,400	\$828,943	\$2,235,368	\$1,019,331	\$1,062,346	\$1,982,802	\$824,574	\$166,087	\$413,900	\$8,759,851	
BAYTOWN	\$1,897,155	\$1,188,950	\$1,162,578	\$2,097,018	\$286,822	\$892,821	\$600,148	\$0	\$52,250	\$8,176,742	
TOULBALL	\$0	\$104,807	\$53,000	\$0	\$37,400	\$724,147	\$67,024	\$0	\$0	\$986,378	
LEAGUE CITY	\$194,050	\$2,021,992	\$2,036,595	\$0	\$1,070,833	\$3,001,264	\$1,386,487	\$0	\$0	\$9,711,221	
LALARQUE	\$151,450	\$175,392	\$422,212	\$0	\$299,950	\$148,453	\$102,772	\$35,150	\$0	\$1,335,379	
SANTA FE	\$0	\$0	\$287,490	\$0	\$149,350	\$32,120	\$63,577	\$0	\$89,062	\$621,599	
TEXAS CITY	\$0	\$0	\$1,132,789	\$0	\$757,350	\$407,754	\$519,989	\$0	\$116,450	\$4,196,454	
DICKINSON	\$892,250	\$369,872	\$597,892	\$0	\$99,300	\$212,560	\$195,342	\$283,292	\$203,184	\$1,591,570	
GALVESTON COUNTY	\$0	\$0	\$148,426	\$0	\$0	\$575,289	\$0	\$0	\$723,715	\$723,715	
BRAZORIA COUNTY	\$7,699,475	\$4,239,649	\$9,360,845	\$11,477,388	\$1,399,873	\$5,307,742	\$3,657,874	\$658,362	\$592,558	\$44,393,866	
FORT BEND COUNTY	\$0	\$5,876,110	\$14,956,472	\$12,228,088	\$11,635,415	\$13,776,596	\$4,995,165	\$3,327,894	\$1,250,439	\$66,046,179	
CHAMBERS COUNTY	\$224,911	\$143,072	\$195,772	\$96,680	\$57,300	\$37,275	\$70,050	\$0	\$0	\$825,060	
LIBERTY COUNTY	\$1,168,950	\$0	\$91,317	\$374,450	\$45,450	\$48,123	\$0	\$0	\$0	\$1,728,290	
MONTGOMERY COUNTY	\$0	\$2,990,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,990,373	
WALKER COUNTY	\$1,038,925	\$43,550	\$845,378	\$263,850	\$331,900	\$0	\$46,350	\$56,700	\$0	\$2,626,553	
WHARTON COUNTY	\$360,450	\$0	\$416,692	\$1,071,650	\$0	\$113,577	\$78,768	\$0	\$0	\$2,041,137	
NATAGORDA COUNTY	\$321,250	\$895,015	\$834,657	\$1,438,995	\$34,200	\$0	\$0	\$0	\$0	\$3,524,117	
AUSTIN COUNTY	\$0	\$64,256	\$54,880	\$0	\$0	\$0	\$46,813	\$0	\$0	\$165,949	
WALLER COUNTY	\$0	\$0	\$0	\$0	\$79,300	\$0	\$64,200	\$0	\$0	\$143,500	
TOTAL LOAN AMOUNTS	\$15,965,541	\$21,756,909	\$40,449,655	\$34,042,432	\$18,370,960	\$31,682,016	\$16,050,487	\$6,971,725	\$4,939,204	\$190,228,929	
TOTAL NUMBER OF LOANS	343	357	665	577	310	517	282	106	74	3,231	
LOAN AVERAGE	\$46,546.77	\$60,943.72	\$60,826.55	\$58,999.02	\$59,261.16	\$61,280.49	\$56,916.62	\$65,770.99	\$66,746.00	\$58,876.18	

Fort Bend County vs Other
 19 Counties / Cities
 1982 - 1995

	1982 Issue	1983 Issue	1984 Issue	1985 Issue	1987 Issue	1988 Issue	1990 Issue	1992 MCC	1993 MCC	Current Issue	Totals
Fort Bend County Only	\$0.00	\$3,876,110	\$14,956,472	\$12,228,088	\$11,635,415	\$13,776,596	\$4,995,165	\$3,327,894	\$1,250,439	\$2,338,012	\$68,384,191
Other 19 Counties / Cities	\$15,965,541	\$17,880,799	\$25,493,183	\$21,814,344	\$6,735,545	\$17,905,420	\$11,055,322	\$3,643,831	\$3,688,765	\$12,051,082	\$136,233,832
Totals	\$15,965,541	\$21,756,909	\$40,449,655	\$34,042,432	\$18,370,960	\$31,682,016	\$16,050,487	\$6,971,725	\$4,939,204	\$14,389,094	\$204,618,023
Fort Bend County Percentage	0.00%	17.82%	36.98%	35.92%	63.34%	43.48%	31.12%	47.73%	25.32%	16.25%	33.42%

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION
1982 - 1995 SINGLE FAMILY LOANS
FORT BEND COUNTY

ISSUE	NUMBER OF LOANS	TOTAL OF MORTGAGE LOANS	LOAN AVERAGE
CURRENT ISSUE	38	\$2,338,012.00	\$61,526.63
MCC 1993	20	\$1,250,439.00	\$62,521.95
MCC 1991	48	\$3,327,894.00	\$69,331.13
1990	83	\$4,995,165.00	\$60,182.71
1988	217	\$13,776,596.09	\$63,486.62
1987	188	\$11,635,415.00	\$61,890.51
1985	188	\$12,228,088.00	\$65,043.03
1984	224	\$14,956,472.00	\$66,769.97
1983	55	\$3,876,110.00	\$70,474.73
	1061	\$68,384,191.09	\$64,452.58

APPOINTED REPRESENTATIVE : MR.RICHARD RAMIREZ

DATE FORT BEND COUNTY JOINED PROGRAM : SEPTEMBER 26, 1983

III. Compare projection of future bond issue possibility with Southeast versus Fort Bend County Housing Finance Corporations as a independent entity.

Attached to this report is a memorandum from the Texas Bond Review Board outlining the approved allocation act. The act reduced the maximum amount of allocation to \$25 million regardless of population. Under this enacted allocation rule the maximum that Southeast could apply for in single family revenue bond funds would be \$25 million. This amount would be made available to all twenty entities, including Fort Bend, that make up Southeast. If Fort Bend County would withdraw from Southeast the Fort Bend County Housing Finance Corporation would be eligible for an allocation of 17.5 million. This 17.5 million would be used in Fort Bend County exclusively.

In addition, each issuing entity, such as Southeast, is charged with setting the median income for their sponsoring areas and establishing the qualifying limits for their programs. Therefore, Southeast sets their median income based on all twenty of their sponsoring areas, which does not reflect the true median income of Fort Bend County. On average, Fort Bend County's median income is higher and the home prices are higher. If Fort Bend County Housing Finance Corporation issues bonds, the qualifying limits will be reflective of the county, and low to moderate income residents will be better served.

Finally, according to the Texas Review Board as a new issuer, Fort Bend County would be placed at the top of the allocation list, thus increasing the possibilities of receiving an allocation.

IV. List the steps necessary for the Fort Bend Housing Finance Corporation to do a Single Family Revenue Bond transaction and approximate related costs.

To address this issue the Board engaged the services of Carolyn Truesdell, Bond Counsel to both Houston and Harris County Housing Finance Corporations. Attorney Truesdell is also General Counsel to the Fort Bend County Housing Finance Corporation and has been involved with many single bond issues. Attorney Truesdell emphasized the fact that the cost related to doing an issue is normally rolled backed into the actual bond deal. The attached is a list of steps to do a single family revenue bond transaction. (See Attachment 1.)

V. List of possible sources of funding for Down Payment Assistance Programs

Several Fort Bend County Housing Finance Corporation Board of Directors express concerns regarding the possible loss of down payment assistance to certain qualified low income buyers. Southeast has offered a buyer's down

payment assistance program on several of their single family issues. The funding for this program came from HUD. The same funding sources would be available to the Fort Bend County Housing Finance Corporation. However, existing down payment programs issued by Southeast, in Fort Bend County, will remain in effect until all funds are exhausted.

The Houston Housing Finance Corporation offers down payment assistance programs to those residence that reside in Houston - Fort Bend. That same program would still apply to those residents if Fort Bend withdrew from Southeast.

VI. Review of the most advantageous time table to withdraw from Southeast.

In recent conversation with Jeanne Talerico, Program Administrator for the Texas Bond Review Board it was determined that now would be a good time to withdraw from Southeast in order to make a January application. The withdrawal will need to be complete by December 31, 1996. Fort Bend would have a possibility to receive an allocation in 1997, but by filing in 1997 we would be placed in category one in 1998. Issuers that file next year that do not receive an allocation would move to the top of the list. It is very important that if a withdrawal from Southeast is made Fort Bend County's population must not be included in any allocations that maybe received by Southeast in 1997.

VII. Recommendations

Recommendations concerning this matter was sought from the following program organizations:

- 1.) Fort Bend Economic Development Council
- 2.) Fort Bend Association of Realtors

Their recommendations are pending.

VIII. Comments on Housing Market in Fort Bend County

The overall housing market in Fort Bend County continues to be very strong. Between July 1st and June 6, 1996 there were in excess of 2500 new home starts in Fort Bend County. Fort Bend County continues to rank in the top ten percent in housing starts in the country, per Fort Bend Association of Realtors. However, if there is a weakness in Fort Bend's housing market, it is the lack of affordable housing in the low and moderate income levels. Bond money programs would lower the borrower's interest rate and by doing so would

increase the borrower's buying power. Again, the income level limits for the plans would be established to reflect the market and median income in the county. In addition to lower interest rates, Fort Bend County Housing Finance Corporation could work with Fort Bend Community Development Department to obtain funding for down payment assistance programs. The executive officer for this agency is presently a non-voting member of the Board of the Fort Bend County Housing Finance Corporation. Her input has proven to be very helpful. This co-operation between the two entities can prove to be very beneficial for the citizens of Fort Bend County as both entities strive to improve the housing condition of the county's low and moderate income residents.

IX. Complete description of the steps necessary for the withdrawal and estimated cost.

According to Carolyn Truesdell the approximate cost to complete the withdrawal process would be approximately \$5,000 (plus or minus). The steps were outlined in a letter, from Attorney Truesdell addressed to the Board, dated March 21, 1995 and updated October 10, 1996 .

- 1.) Written recommendation from the Fort Bend County Housing Finance Corporation to Commissioners Court recommending the withdrawal from Southeast. (Responsibility of FBCHFC.)
- 2.) Formal notification from Commissioners Court to Southeast announcing Fort Bend County's withdrawal from Southeast as a sponsoring entity. (Responsibility of Commissioners Court.)
- 3.) Amendment to the Articles of Incorporation to include single family revenue bonds authorization. (Responsibility of Vinson & Elkins.)
- 4.) Notification to Attorney General's office of Fort Bend's withdrawal as a sponsoring entity to Southeast. (Responsibility of Vinson & Elkins.)
- 5.) Preparation and filing of the volume cap application with the Bond Review Board. (Responsibility of Vinson & Elkins.)
- 6.) Preparation of Resolutions for Sugar Land, Missouri City and Rosenberg. (Responsibility of Vinson & Elkins.)

Once these steps are completed withdrawal is complete.

X. Advantages of Fort Bend County remaining a sponsoring entity for Southeast Housing Finance Corporation.

There are two basic advantages that the Board reviewed related to Fort Bend County continuing as a sponsoring entity for Southeast. The two advantages were as follows:

- 1.) Southeast Housing Finance Corporation has a staff.
- 2.) Southeast has experience in bond transactions.

In reference to the first advantage; this issue was addressed during a teleconference between Fort Bend County Housing Finance Corporation and Paul Campos. Mr. Campos, a special accounting consultant to the Houston Housing Finance Corporation confirmed that most housing finance corporations do not have staffs. Generally, boards operate by hiring special consultants as the need occurs to assist them in making prudent, intelligent decisions.

In response to the second advantage, bond transactions require the efforts of experts in the field of Bond financing and the legal input of specialized bond counsellors. The function of the board is to hire these specialist and to make decisions based on their advice. Again, this is the method used throughout the state and country involving bond issues.

On October 11, 1996 a request was made of Mr. D. Gary Longaker, the new executive Director of Southeast, to respond in writing listing the reasons why Fort Bend County should not withdraw. (See Attachment 2.)

Attachment (1)

Vinson & Elkins

ATTORNEYS AT LAW

VINSON & ELKINS L.L.P.
2300 FIRST CITY TOWER
1001 FANNIN STREET

HOUSTON, TEXAS 77002-6760

TELEPHONE (713) 758-2222
FAX (713) 758-2346

WRITER'S TELEPHONE
(713) 758-2056

WRITER'S FAX
(713) 615-5394

October 15, 1996

- To: **Fort Bend County Housing Finance Corporation**
- From: **Vinson & Elkins L.L.P.**
- Re: ***Steps to a Single Family Bond Issue (or Mortgage Credit Certificate Program)***
1. Refer to March 21, 1995 memorandum (Attachment A) with regard to background.
 2. Fort Bend County Housing Finance Corporation ("FBCHFC") adopts resolution requesting that Fort Bend County Commissioners Court ("Commissioners Court") (i) withdraw as a sponsoring entity of Southeast Texas Housing Finance Corporation ("SETHFC") and (ii) amend the FBCHFC's Articles of Incorporation (see Section 2, Article III of Bylaws [Attachment B]).
 3. Commissioners Court adopts resolution described in paragraph 2 and approves amendment of Articles of Incorporation to delete Article IV of Amended Articles of Incorporation (1991) and replace it with language similar to Article IV in the original Articles (1980). (See Attachment C.)
 4. Newly amended Articles of Incorporation filed with Texas Secretary of State.
 5. FBCHFC adopts resolution authorizing filing of application for 1997 single family mortgage revenue bond allocation ("Allocation") with Texas Bond Review Board.
 6. The steps described in paragraphs 2-5 must occur before the end of December 1996.
 7. On or before January 10, 1997, FBCHFC files application for 1997 Allocation with Texas Bond Review Board (\$500 application fee; attorneys' fees of approximately \$1,500 for completing application, providing opinions, obtaining appropriate documents, plus actual expenses).
 8. Under current statutory allocation system, FBCHFC would be in Priority Category #3 (See Attachment D) because it was unable to file for Allocation before September 1, 1996.

Therefore, FBCHFC would not expect to receive an Allocation initially, but would receive a "lottery number." A good (low) lottery number could enable the FBCHFC to receive Allocation after September 1, 1997 (but this is unlikely).

9. Under current law, FBCHFC would be in Priority Category #1 in 1998 (assuming a new application is filed with the Texas Bond Review Board by January 10, 1998) and would have a good chance of receiving allocation early in 1998. **However, state legislative changes currently under discussion for 1997 (effective January 1, 1998) could make it more difficult to receive Allocation in 1998, because the FBCHFC "priority date" would be linked to any single family bond transaction (or mortgage credit certificate program) closed by the SETHFC with allocation received by SETHFC prior to the withdrawal of Fort Bend County as a sponsoring entity. Jeanne Talerico at the Texas Bond Review Board can provide more detail on these legislative proposals).**
10. If Allocation is received, the FBCHFC would have a period of 90 days under current law to complete the issuance and delivery of bonds or to establish a mortgage credit certificate ("MCC") program and file the appropriate forms with the Internal Revenue Service. **Possible 1997 Texas legislative changes could extend (or shorten) the 90-day time period.**
11. If a bond program is pursued, the FBCHFC would select an underwriter or placement agent and other members of the working group to structure the financing and the loan program. (Similar steps would be followed for an MCC program.)
12. Notice of the intended issuance of bonds or MCC's would be published in the Fort Bend paper (and probably the Houston Chronicle) and a public hearing held by the FBCHFC.
13. When the financing has been structured, FBCHFC would approve distribution of an offering document and adopt a bond resolution.
14. The Commissioners Court (or the County Judge) would be asked to approve the Bonds following the public hearing.
15. A transcript of proceedings of the Bond issuance would be submitted to the Texas Attorney General for approval.
16. The Bonds would be delivered within the time period required by the then current law.
17. Following the bond issuance, certain notices would be filed with the IRS and the Texas Bond Review Board and the money would be available to finance mortgage loans. (Generally, funds are available for 1-3 years depending upon the structure of the transaction. MCC's are available for 2 years plus the remainder of the year in which the MCC program is "closed.")

18. Costs of a bond issue are very difficult to estimate because they vary according to the structure and the participants. Bond fees and expenses would include the following:
 - a. The underwriter/placement agent and its counsel
 - b. Bond counsel
 - c. Trustee and trustee's counsel
 - d. FBCHFC disclosure counsel (if separate from underwriter's counsel)
 - e. Fannie Mae's counsel fees (if a Fannie Mae private placement)
 - f. Attorney General's examination fee (currently \$1,250)
 - g. Bond Review Board closing fees (.025% of principal amount of bonds issued or for MCCs, .0125% of amount of Allocation)
 - h. Rating agency fees, verification agent fee, financial advisor fee, printing costs.

Under current federal tax law, 2% of the bond proceeds can be used to pay costs of issuance, so long as the financial structure of the bond issue will permit this. This would be sufficient to cover all fees except possibly the underwriter's (depending upon the amount). Also, lenders in a bond program generally pay 1/2-1% fees, which also are available to pay issuance costs. An MCC program has far lower costs, but no "up-front" bond proceeds to cover them. Some can be recouped from mortgagor fees upon issuance of each MCC.

Certain ongoing reporting requirements are also imposed on bond issuers such as the FBCHFC under current federal tax and securities laws and state law. It is difficult to estimate the costs of these requirements, which must be paid by the FBCHFC, but they should be \$5,000 - \$10,000, depending upon the cost of audits, rebate calculations, etc.

This is a very brief outline (although it may not seem that way!) of the process and is subject to change in laws, regulations, circumstances, etc.

**SOUTHEAST TEXAS
HOUSING FINANCE CORPORATION**Attachment (2)

October 16, 1996

Via Facsimile

Fort Bend County
Attention: George Johnson
P.O. Box 368
Richmond, Texas 77469

RE: Fort Bend County's consideration of severing
membership of Southeast Texas Housing Finance Corporation

Gentleman:

Mr. George Johnson of the Fort Bend County Housing Finance Corporation called last week and asked me to provide input on why Fort Bend County would be better served to remain a member of Southeast Texas Housing Finance Corporation ("SETH").

Since its establishment in 1981, SETH's staff and Board of Directors have developed broad experience in the research, analysis, development, and implementation of tax-exempt and taxable single family and multi-family programs as well as a host of governmental programs.

Fort Bend County would lose:

- ◆ a staff that has been a part of nearly a billion dollars in various tax-exempt issues;
- ◆ a staff that has been selected by other issuers for its compliance and monitoring services, and
- ◆ a staff that has an excellent rapport and reputation with lenders, rating agencies, builders, developers, trustees, and service providers for single family and multi-family programs.

These types of credentials and reputation only come with time, experience, and a strong financial statement.

I have provided attachments 1 and 2 which show a breakout of the programs SETH has developed and provided to Fort Bend County since their affiliation with SETH. Please note the activities reflect single family, multi-family, HOPE 3, and Diversified programs. I have also attached (attachment 3) a sheet that very briefly outlines community development projects that SETH has provided to its member jurisdictions.

SETH's staff possesses the knowledge and background of all housing programs available in both the public and private sector. This knowledge is not just limited to SETH programs. We provide information about all programs administered by the federal government, state government, or local municipalities when called upon for assistance from citizens of our jurisdictions.

4620 Fairmont Parkway • Suite 201 • Pasadena, Texas 77504
(713) 487-8772 • FAX (713) 487-9574

Fort Bend County
October 16, 1996
Page 2

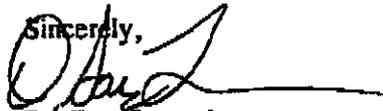
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Under the State of Texas HOME Program SETH is the administrator for seven HOME Program grantees, is a HOME Program grantee for two HOME Programs under the State HOME Program and is the grantee for a Harris County grant. Further, SETH's board has directed that the staff research and analyze the potential implementation of governmental subsidy programs such as the Section 8 certificate and voucher programs. The Board also has a strong interest in developing these programs in conjunction with the family self-sufficiency program.

SETH is committed to developing affordable housing programs for all of its jurisdictions. Presently SETH is involved in the research, analysis, and development of a Lease to Own program that uses tax-exempt bonds. The focus will be directed toward providing housing opportunities for moderate to middle income families who simply lack the downpayment and closing cost for a home purchase. Our target audience is school teachers, city employees, police, nurses, and firefighters.

If Fort Bend County were to opt to drop out of SETH, it receives a one time priority for bond funds. SETH has grown in its 15 years of existence to a full service Housing Finance Corporation. It is this type of expertise and service that we feel Fort Bend County would be ill-advised to sacrifice for a one time priority in receipt of mortgage revenue bonds. SETH is truly committed to the development of all forms of housing for our member jurisdictions not just single family mortgage revenue bond programs.

Sincerely,

D. Gary Longaker
Executive Director

Attachments

cc: Richard Ramirez
John Towner
Mike Casey

C:\FTBEND\CO\96\1016.LTR

ATTACHMENT 1

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION**Fort Bend County**

<u>Issue</u>	<u>Number of Loans</u>	<u>Total of Mortgage Loans</u>
1994 - 1995 ACCESS	37	\$ 2,254,687.00
MCC 1993	20	1,250,439.00
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1990	83	4,995,165.00
1988	217	13,776,596.00
1987	188	11,635,415.00
1985	188	12,228,088.00
1984	224	14,956,472.00
1983	55	3,876,110.00
TOTAL	1062	\$ 68,431,457.00

Appointed Representative: Mr. Richard Ramirez
Date Fort Bend County Joined Program: September 26, 1983

G:\FTBEND.CO\96\LOAN.DBF

ATTACHMENT 2

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION
Affordable Housing Program
Fort Bend County Properties

Community Improvement Programs (1992 - 1994)

5631 Gineridge, Houston, Texas
 6626 Briargate, Missouri City, Texas
 7507 Glenbriar, Missouri City, Texas
 2511 Sage Court, Missouri City, Texas
 16422 Skeet Court, Missouri City, Texas
 7318 W. Fuqua, Missouri City, Texas

All homes were purchased from the RTC, fully rehabbed and sold to lower income first-time homebuyers at below market prices.

HOPE 3 Program (1995 - 1996)

7011 Briargate, Houston, Texas
 15514 Briar Spring, Houston, Texas
 15911 Kenbriar, Houston, Texas
 15823 Los Altos Drive, Houston, Texas
 8351 S. Meadow Bird, Houston, Texas
 16731 Quail Run Drive, Houston, Texas
 5019 E. Ridgescreek, Houston, Texas
 15814 Ridge Roe, Houston, Texas
 6715 Rockergate Drive, Houston, Texas
 16019 Samoa Way, Houston, Texas
 2014 Greencourt, Missouri City, Texas
 1458 Hunters Park, Missouri City, Texas
 2702 Indian Trail Drive, Missouri City, Texas
 1667 Meadow Green, Missouri City, Texas
 1107 Trenton, Richmond, Texas
 10335 Gulfstream, Sugarland, Texas
 10102 King Ranch, Sugarland, Texas
 10014 Paintbrush, Sugarland, Texas

HOPE 3 Program offers fully rehabbed "like new" homes to lower income first time homebuyers at below market prices with down payment and closing cost assistance.

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TEXAS BOND REVIEW BOARD

Governor George W. Bush
Chairman
Lt. Governor Bob Bullock
Speaker James E. "Pete" Laney
Comptroller John Sharp
Treasurer Martha Whitehead

Albert L. Bacarisse
Executive Director

MEMORANDUM

To: All Interested Parties
From: Jeanne Talerico, Program Administrator
Private Activity Bond Allocation Program 
Date: July 31, 1995

House Bill 2726 was passed by the 74th Legislature and signed by Governor Bush on June 16, 1995. HB 2726 made significant amendments to both the Allocation Act (Article 5190.9a, VTCS) and the Housing Corporation Act (Section 394, Local Government Code). I have enclosed a copy of the bill for your review.

Amendments to the rules for the Allocation Program are being drafted. These will be published in the Texas Register for public comment as soon as possible. If necessary, we will hold a public hearing regarding the amendments. The amendments affecting Section 394 will not be included in those rules, since the Bond Review Board has no authority over that statute.

Rules and procedures for Section 9 of HB 2726 (Annual Report) will be drafted by the Texas Department of Housing and Community Affairs. For more information, call Johanna McCulley Bonner at (512) 475-3948. Any other questions regarding §394 should be directed to your bond counsel.

You can call me directly at (512) 475-4803 with questions concerning the Allocation Program.

Following is a brief summary of some of the changes you need to be aware of :

<u>Page</u>	<u>Section of the Bill & Amendment</u>	<u>Effective</u>
3	§3(a)(1)(A) - Single family applications - maximum of \$25,000,000 rather than \$30,000,000	1-1-96
4	§3(a)(1)(D) - Multi family applications - maximum of \$15,000,000 rather than \$50,000,000	1-1-96
4	§3(a)(1)(E) - Applications in the "All Other" category - maximum of \$25,000,000	1-1-96

4	§3(a)(1)(F) -	Higher Education Authorities - for student loan bonds - maximum of \$35,000,000	1-1-96
6	§3(c) -	A multi-jurisdictional issuer may lose one or more of its sponsoring units and their populations without affecting its priority position. However, the amount of the application may not increase due to the loss of a sponsor.	1-1-96
6	§3(d) -	An application will not be accepted and a reservation will not be granted after December 1	Immediate
6	§3(f) -	An issuer may refuse a reservation without penalty, if granted after September 23	Immediate
7	§3(g) -	Single family housing issuers must reserve (for six months) 50% of non-targeted funds available for families with incomes below 80% of median	Immediate
8	§4(c) -	Only one application will be accepted for a particular site in any one calendar year	1-1-96
9	§5(d) -	Closing documents due no later than the fifth <u>business</u> day, rather than calendar day	1-1-96
10	§7 -	Relates to HFCs and §394 of Local Gov't Code Refer to Bond Counsel	See §10(1) Pg 12
11	§8 -	Relates to HFCs and §394 of Local Gov't Code Refer to Bond Counsel	See §10(1) Pg 12
11	§9-	Relates to HFCs and §394 of Local Gov't Code Refer to Bond Counsel	See §10(2) Pg 12

Enclosure

Southeast Texas Housing Finance Corporation
is sponsored in the following
20 cities and counties:

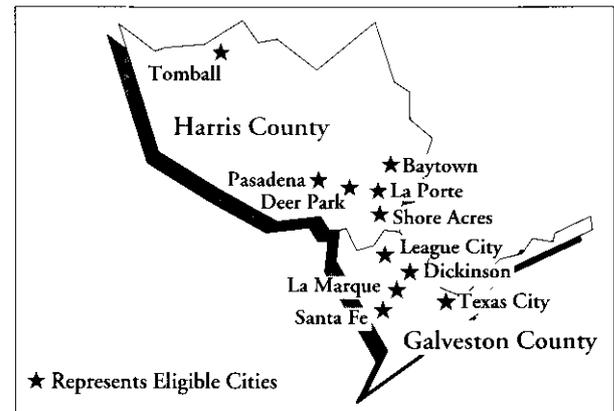
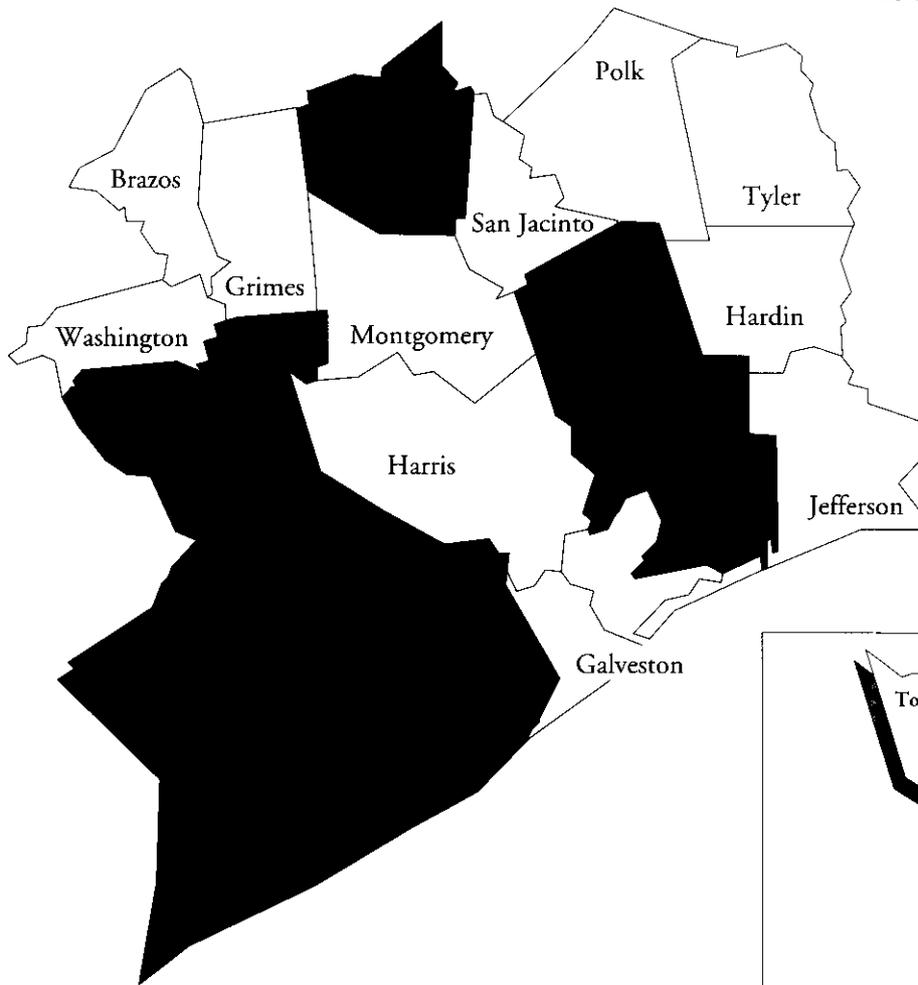
 **C**ounties 

- Austin
- Brazoria
- Chambers
- Fort Bend
- Liberty
- Matagorda
- Walker
- Waller
- Wharton

 **C**ities 

- Baytown
- Deer Park
- Dickinson
- La Porte
- La Marque
- League City
- Pasadena
- Santa Fe
- Shore Acres
- Texas City
- Tomball

Southeast Texas Housing Finance Corporation Coverage Area



Mission Statement

The Southeast Texas Housing Finance Corporation (SETHFC) is committed to the goal of making affordable housing a reality for low-to-moderate income persons by financing the acquisition, construction, and rehabilitation of single and multi-family residential housing.

Southeast Texas Housing Finance Corporation fulfills this goal primarily through the issuance of revenue bonds that provide affordable housing opportunities for families through mortgages for purchasing single-family homes and through financing apartment complexes that lease units to low and moderate income families.

Identifying the Need



Appointed by the city council or commissioners' court in each jurisdiction on the basis of their commitment to affordable housing, members of the board of directors for the Southeast Texas Housing Finance Corporation include, top row, left to right: Richard Ramirez, Ft. Bend County; John Neal, Pasadena; Winnie Corsaro, Santa Fe; Jim Cox, Matagorda County; Gary Meyer, La Marque and Texas City; Pat Muston, LaPorte; Rick Ferguson, Chambers County; Patti Nethery, Liberty County; John Towner, League City. Bottom row, left to right: Hap Harrington, Tomball; C.W. Sims, Dickinson; Andy Zumwalt, Brazoria County; and, I.J. Irvin, Wharton County. Not pictured: Jerry Cornelius, Deer Park; Charles Hinze, Austin County; and, Brian Woodward, Walker County.

From the Chairman



Jim Cox

“After more than 10 years in existence, the Southeast Texas Housing Finance Corporation has provided thousands of individuals and families with housing and the opportunity to experience the benefits of home ownership, including pride, dignity, security, and purpose. Because our board members come from diverse backgrounds, they bring expertise from a variety of fields, including law, real estate, banking, government, and mortgage lending. We are proud of the accomplishments and the continued dedication of this agency.”

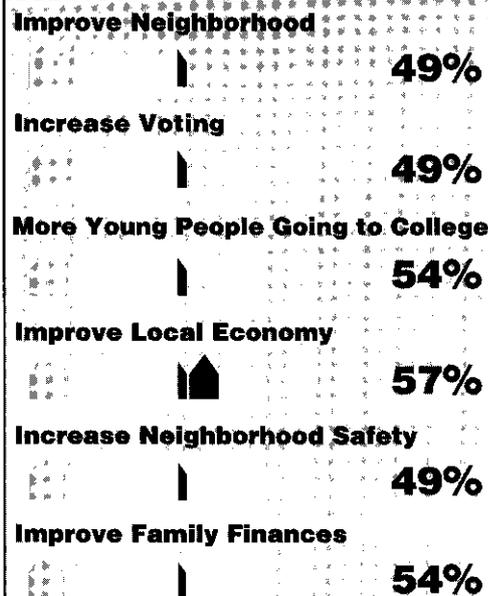
Southeast Texas Housing Finance Corporation focuses on three areas:

- Single-Family Issues —
Diversified Residential, Inc.
- Multi-Family Issues —
Assisted Living
- Planning

The Southeast Texas Housing Finance Corporation is a public, nonprofit housing finance corporation chartered by the State of Texas to finance and support the construction and rehabilitation of housing for low to moderate income families.



What Effects Would a 15% Increase in Home Ownership Bring to Your Community?



Source: Fannie Mae National Housing Survey

Since its birth in 1981, Southeast Texas Housing Finance Corporation has:

- Financed the acquisition or construction of 36 apartment complexes, at a cost of more than \$200 million.
- Issued more than \$1 billion in mortgage revenue bonds.
- Made it possible for more than 3,100 families to achieve home ownership.
- Experienced continued growth by meeting the affordable housing demand.

Responding to the Need



Single Family Housing

Making home ownership possible for many individuals and families who did not think they would ever own a home, the Single-Family Housing Program has been extremely active during the history of the Southeast Texas Housing Finance Corporation. Primarily involved in issuing mortgage revenue bonds to secure home mortgages for low to moderate income individuals, Southeast Texas HFC has been active in working with strategies that are unique and innovative on behalf of its clients. Some of its more popular programs include:



“Thank you very much for giving me the opportunity to purchase a home through the Affordable Housing Program. I am the mother of two small children and we desperately needed suitable housing. Because my children are small, I work only six hours per day and therefore, my income is limited. Your program has given me and my children the opportunity to have a nice, clean comfortable home for which we are sincerely grateful. Once again, thank you for allowing us to participate in your program.”

Billie Jean



- **MORTGAGE REVENUE BONDS**

Mortgage Revenue Bonds make it possible for low to moderate income borrowers to receive low interest loans on their first home. MRBs are a mainstay of housing finance.

- **HOME BUYERS SEMINARS**

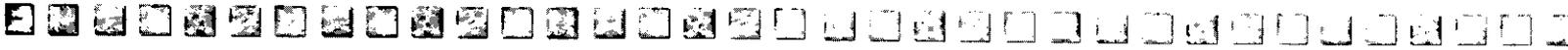
Southeast Texas HFC assists first-time home buyers with informative classes and instruction on making their first home purchase. Confusing terminology, complicated forms and endless paperwork is made easy by professionals who understand home buying.

- **MORTGAGE CREDIT CERTIFICATES**

A highly successful program offered by Southeast Texas HFC is the MCC program. It gives first-time home buyers a direct income tax credit on the home mortgage interest they pay.

- **ACCESSSM**

Research has shown that most first-time home buyers have difficulty coming up with a down payment. ACCESSSM is a creative program offered to assist first-time home buyers with the down payment and “up front” costs.



Louis and Rosemary dreamed of owning their own home, but believed they and their four children were destined to live

"We didn't know where to start and then I just called Southeast Texas Housing Finance. Nobody teaches you how to buy a house. What do you do first? Buying a home is an extremely emotional decision. Southeast Texas Housing Finance really helped us."

Louis and Rosemary



in a small, 800 square-foot house forever. Thanks to a phone call to the Southeast Texas HFC, Louis and Rosemary recently achieved their lifelong ambition of home ownership. The family moved into a new four-bedroom home through Southeast Texas HFC's Mortgage Credit Certificate Program.



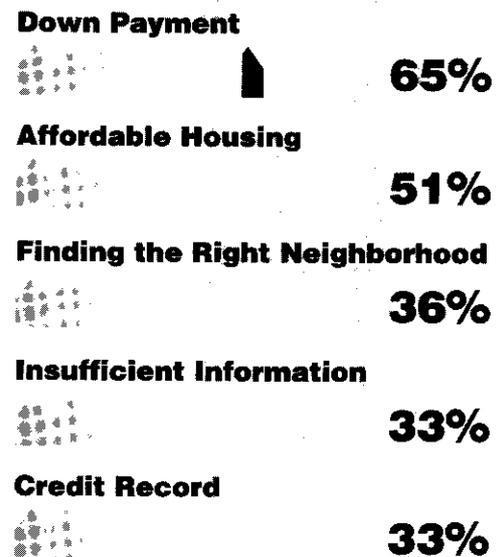
Rita looks forward to moving into her first new home. For a self-supporting mother of three, this has been quite a feat. Rita thought she would never be able to own a home for herself and her children. Southeast Texas HFC provided the help she needed to achieve her dream.

"I want my children to live in a suburban atmosphere, with no gangs."

Rita

Because of a phone call made to a builder and the Southeast Texas HFC, the 33-year-old mother and her children escaped a crime-ridden neighborhood. Home ownership had been a longtime dream and Rita saved every penny to achieve her goal and provide for her children.

What Obstacles Prevent You From Buying a Home?



Source: Fannie Mae National Housing Survey

Committed to Solutions



Multi-Family Projects

Housing families is important work. Southeast Texas Housing Finance Corporation is authorized to issue bonds for the acquisition and rehabilitation of low to moderate income multi-family projects. Southeast Texas HFC currently owns a number of apartment complexes to fulfill this aim, providing a safe, clean and secure environment for its residents.



Communities are challenged to meet the requirements of citizens with special living needs. Through its Assisted Living Program, Southeast Texas HFC provides financing for the acquisition, rehabilitation and development of affordably priced housing that meets the unique needs of these individuals and families.

Improved Neighborhoods through Affordable Housing



Diversified Residential, Inc.

Creative programming is the hallmark of Southeast Texas Housing Finance Corporation. In 1991 and 1992, the Resolution Trust Corporation (RTC) took over failed savings and loan associations with thousands of foreclosed homes, a large number of which were dilapidated and uninhabitable. Southeast Texas HFC saw an opportunity to improve many neighborhoods by buying these deteriorated houses and turned them into showcase homes on their blocks, at the same time creating affordable housing for lower income families. It created Diversified Residential, Inc. (DRI), a wholly-owned nonprofit subsidiary, to test whether such a program could pay its own way without subsidy of any type and thereby create a basis for an ongoing affordable housing program.



Bill Eiland
Executive Director
Southeast Texas HFC

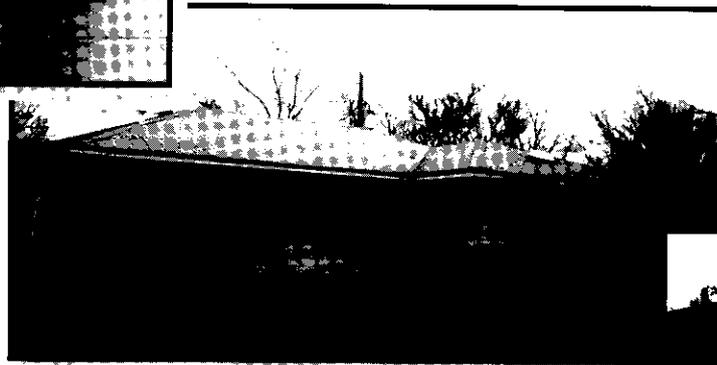
"Our goal was to take some of the toughest situations—homes that nobody else wanted—and see if we could turn them into livable, affordable homes which would improve the appearance of the neighborhood."

DRI, backed by a line of credit from Texas Commerce Bank, submitted more than 1,000 individual bids on single family homes across the state. It was awarded contracts on 235 homes and closed them in 235 separate transactions. Rehabilitation of the properties cost up to \$35,000 per unit, with an average of \$8,200.



Four generations of one family were helped by Diversified Residential, Inc. They were able to purchase a renovated home at an affordable price. They are forever grateful to Diversified Residential, Inc., for making home ownership possible!

By September 30, 1994, DRI had rehabilitated and resold 227 homes. Two-thirds of the homes were sold to lower income families and one-third to very low income families. Ninety percent of purchasers were first time home buyers and two thirds were minority and/or single parent families. Using the homes as "golden hubs" of improvement, Southeast Texas HFC through Diversified Residential, Inc., is providing impetus for neighborhood improvement and ongoing housing efforts within low to moderate income neighborhoods.



The Future



Community Development & Planning

Assessing the housing needs in the 20 cities and counties that make up the Southeast Texas Housing Finance Corporation and matching those needs with local, state, and federal resources is an integral part of the organization's work. Anticipating growth, identifying worthy programs and projects, studying the feasibility of selected projects, and then securing the necessary funding or financing are the forerunners to the partnership of resources. Before a property can be rehabilitated for occupancy, before a family can move into a new home, before a multi-family property is offered to house low to moderate income families, planning often creates partnerships between local government, private enterprise, and the Southeast Texas HFC that will address the housing needs.



The Southeast Texas HFC consults with local government and community leaders to determine the housing needs, problems, and goals in each jurisdiction. The best means of addressing the needs and assisting the local community can then be determined:

TECHNICAL SUPPORT

The Southeast Texas HFC can assist in the development of housing by planning studies, consulting about housing programs, and soliciting or coordinating community support.

GRANT WRITING AND ARRANGING FINANCING

There are many sources for funding housing programs and projects and Southeast Texas HFC can assist in matching those sources with local housing needs and priorities.

PROGRAM IMPLEMENTATION AND ADMINISTRATION

Through the Diversified Residential, Inc., purchase of Resolution Trust Corporation houses, the administration of HOPE and HOME programs from HUD, as well as its broad background in housing development the Southeast Texas HFC has gained the experience needed to put housing programs in place and to manage them effectively.

DEVELOPMENT OF PROPERTIES

Developers, property owners, and tenants of apartments projects may desire to work with Southeast Texas HFC in developing and rehabilitating properties, forming cooperatives, or obtaining development consultation from an agency that has close ties to local governments.

Community Development and Planning will be instrumental as the Southeast Texas HFC continues to assist its jurisdictions and communities in addressing local housing needs.

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION

October 16, 1996

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Fort Bend County
October 16, 1996
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Sincerely,

D. Gary Longaker
Executive Director

Attachments

cc: Richard Ramirez
John Towner
Mike Casey

ATTACHMENT I

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION

Fort Bend County

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TOTAL	1062	\$ 68,431,457.00

Appointed Representative: Mr. Richard Ramirez
Date Fort Bend County Joined Program: September 26, 1983

ATTACHMENT 2

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Fort Bend County Properties

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7507 Glenbriar, Missouri City, Texas
2511 Sage Court, Missouri City, Texas
16422 Skeet Court, Missouri City, Texas
7318 W. Fuqua, Missouri City, Texas

All homes were purchased from the RTC, fully rehabbed and sold to lower income first-time homebuyers at below market prices.

HOPE 3 Program (1995 - 1996)

7011 Briargate, Houston, Texas
15514 Briar Spring, Houston, Texas
15911 Kenbriar, Houston, Texas
15823 Los Altos Drive, Houston, Texas
8351 S. Meadow Bird, Houston, Texas
16731 Quail Run Drive, Houston, Texas
5019 E. Ridgecreek, Houston, Texas
15814 Ridge Roe, Houston, Texas
6715 Rockergate Drive, Houston, Texas
46019 Samoa Way, Houston, Texas
2014 Greencourt, Missouri City, Texas
1458 Hunters Park, Missouri City, Texas
2702 Indian Trail Drive, Missouri City, Texas
1667 Meadow Green, Missouri City, Texas
1107 Trenton, Richmond, Texas
10335 Gulfstream, Sugarland, Texas
10102 King Ranch, Sugarland, Texas
10014 Paintbrush, Sugarland, Texas

HOPE 3 Program offers fully rehabbed "like new" homes to lower income first time homebuyers at below market prices with down payment and closing cost assistance.

ATTACHMENT 3

SOUTHEAST TEXAS HOUSING FINANCE CORPORATION Community Development Projects

Diversified Residential, Inc. -

DRI is a wholly owned subsidiary of Southeast Texas which was created to participate in the RTC Affordable Housing Program. DRI participated in a sealed bid auction and acquired 240 houses from the RTC, rehabilitated them, and sold them to low-income families. This project has been completed, but DRI is currently investigating various ways of developing affordable single-family housing.

HOPE 3 Program -

Southeast Texas received a \$750,000 Implementation Grant from HUD in 1994 to purchase, rehab, and sell 40 government-owned houses to low-income families. TDHCA provided \$100,000 in matching funds for the program. DRI administers the HOPE 3 Program for Southeast Texas.

Harris County HOME Program -

Southeast Texas was awarded a \$225,000 grant from Harris County in 1996 for a program to develop infill new construction and finance the rehabilitation of selected existing houses, with an overall goal of stimulating neighborhood improvement around the selected lots and houses.

HOPE 2 Program -

In 1993 Southeast Texas received a \$200,000 Planning Grant from HUD to determine the feasibility of converting a 250 unit apartment complex in Baytown into resident ownership. After a three year period of resident development and after completion of a feasibility study, Southeast Texas has concluded the program and has made a recommendation to HUD.

The Oaks of Baytown Resident Initiative Project Development -

Southeast Texas has been given preliminary approval from HUD to proceed with the development of a resident initiative project under the guidance of Southeast Texas. A separate nonprofit corporation will be created to own and manage The Oaks for the benefit of the residents, and attempt to convert the property to resident ownership after a two or three year period of stabilization. Closing took place on September 24, 1996.

Quay Point Cooperative Development -

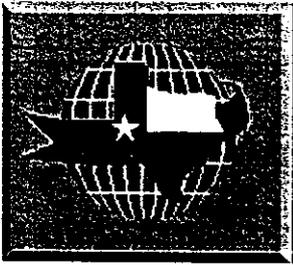
Southeast Texas has been the development coordinator for the Resident Council over the last three years in developing this HUD - owned property as a resident-owned, limited-equity cooperative. HUD is conveying the property to the residents and providing a capital grant of \$1.35 million, the State of Texas Housing Trust Fund is providing a no-interest loan of \$250,000, and Bank of America will finance a \$750,000 loan. Closing took place on September 23, 1996.

State of Texas HOME Program -

Southeast Texas is acting as program administrator for seven county and city first-time homebuyer programs. Each of the programs received a \$100,000 grant that provides downpayment and closing cost assistance to 20 to 25 low-income families. Two 1996 grant applications for HOME Program grants (in which Southeast Texas is the program administrator) have been recommended to the TDHCA Board for funding.

Current New Construction Projects -

Southeast Texas is initiating plans with several local jurisdictions to create public-private partnerships that will produce new construction of affordable housing for low-to moderate-income families.



FORT BEND County

GEOGRAPHY

The county of Fort Bend, FIPSCODE 48157, is the 10th largest of the 254 counties in Texas; with an estimated population of 232,266 in 1991. The county seat of Fort Bend is Richmond and the next most significant city is Rosenberg. Fort Bend county is a Metro county which lies within the Gulf Coast JTPA service delivery area and the Gulf Coast Quality Workforce Planning region, administered by the Techforce 2000.

Even though congressional districts and counties have boundaries which overlap, Fort Bend county falls within the 26,27 Texas congressional district(s) and the 13,17,18 Texas senatorial district(s).

The county consists of 869 square miles with a 1990 population density 285 residents per square mile. The average density in Texas is 65.6 persons per square mile. Rainfall in the county averages 43.90 inches per year compared to the Texas average of 21.0 inches per year.

The average growing season in Fort Bend county is 296 days with the average first freeze generally occurring around Dec 7. Texas is so climatically diverse that statewide averages are irrelevant as a means of comparison.

POPULATION AND HOUSEHOLDS

According to the 1980 Census, Fort Bend county had a population of 130,962. Forecasts from DRI/McGraw-Hill estimate the 1993 population to be 233,463 and the 1998 population projected at 235,877. This would represent a change of 2,414 between 1993 and 1998 or a change of 1.03 percent over the period. The median age of the 1989 population was 29 years old versus a statewide average of 30.9 years and a national average 35.9 years.

The county race/ethnic distribution in 1990 is estimated by the Census Bureau to be roughly:

	Fort Bend County	Texas Statewide
White	53.79%	60.59%
Black	20.26%	11.63%
Hispanic	19.47%	25.55%
Other	6.48%	2.23%

The age distribution of an area can provide valuable insight into the county economic composition. By national standards, Texas has a

relatively young population. The 1990 Census estimates for Texas show a population composition as follows:

	Fort Bend County	Texas Statewide
Age 0-4	9.60%	8.13%
Age 5-15	20.49%	17.36%
Age 16-24	10.89%	13.81%
Age 25-44	39.28%	33.36%
Age 45-64	14.94%	17.28%
Age 65 plus	4.80%	10.06%

Other age cohorts may be of special interest for JTPA summer youth programs and older worker programs. Fort Bend county has 25,540 persons age 14-21 representing 11.33 percent of the population. This compares with 12.21 percent statewide. For the potential older worker age cohort, 22,608 persons or 10.03 percent are 55 or over in Fort Bend county based on the 1990 census. This compares to 17.62 percent statewide.

If the population cohort 45 and over is higher than the state average, this suggests a stable, mature population comprised of mainly "empty-nesters," retirees and the aged. When the 25-44 age cohort is higher than the state average, this is a healthy economic situation since this group contains the greatest share of the productive labor force. Decreases over time in this group, especially when similar changes are not occurring statewide, can be an indication that people are moving out of an area they consider to be a poor labor market.

HOUSEHOLDS

The county had about 103,982 households in 1990 according to the DRI/McGraw Hill economic forecasting organization. This represents an average of 2.38 persons per household. This figure is lower than the 1993 DRI estimate of 2.84 persons per household. Statewide, DRI estimates 2.74 persons per household in 1993 with a total of roughly 6.56 million Texas households.

The 1990 Census counted the mobility of households during the 1985 to 1990 period. Based on these figures, 62.70 percent of Fort Bend county residents lived either in the same house in 1990 as they did in 1985, or in a different house but still within Fort Bend county. The Texas statewide average was 77.50 percent with little difference between metro counties (77.14%) and rural counties (79.08%). A number less than the state average generally indicates more in-migration and probably an expanding job base. Since the 1990 census asks questions of persons living in the county, those persons leaving the area for whatever reason are not counted in that county!

The average commuting time to work for the employed labor force in the county is roughly 28 minutes based on 1990 Census estimates. The Texas average is 17.9 minutes, however for metro counties the time is 21.2 minutes and for rural counties the figure is 17.0.

INCOME

The Department of Human Services (DHS) estimated a poverty population for Fort Bend county of 24,020 persons in 1988 which represented 10.86 percent of the non-institutional population. The 1990 DHS poverty rate was 10.94 percent. The 1990 Census shows a total of 24,399 persons below the poverty line, defined as \$6,451 for single persons by the Census bureau in 1989. Roughly 3,406,739 Texans for 20.05 percent of the total population fell beneath the poverty line income in 1989. Although comparable county data are unavailable, the Texas poverty population is estimated at 3,559,000 persons in 1993 for a poverty rate of 20.00 percent. This exceeds the U.S. poverty rate of 14.20 percent for 1993.

Fort Bend county incurred over \$13,100,265 in combined food stamp and AFDC payments in FY1991 with \$10,124,673 going to food stamp recipients. There were 4,402 AFDC recipients in FY1991 in Fort Bend county with the average annual payment per recipient at \$675.96. The Texas average was \$703.84 per recipient.

The county had \$7,634,950 in Unemployment Insurance benefits paid during calendar 1991. The average duration of unemployment for TEC Regular UI claimants statewide in calendar 1992 was 16.2 weeks. This figure has risen steadily from 14.59 weeks in 1990 and 15.17 weeks in 1991. In Fort Bend county, the average duration before exhausting regular UI benefits in calendar 1992 was 21.90 weeks. The most likely interpretation of longer duration times is greater difficulty finding a job. Therefore, duration can serve as a good barometer for local general economic conditions. The average weekly benefits payment for Regular UI in CY1992 was \$169.63 in statewide Texas, up from \$163.97 in CY1991. Comparable county data is disclosed.

Income can be viewed in several ways and under different definitions. The per capita personal income level for Fort Bend county was \$16,148 in 1988 with a statewide average of \$14,590. By 1990, Fort Bend county per capita income had increased to \$18,301. Per capita income tends to have a direct relationship with the growth of retail sales and most service sector industries in an area. Retail sales for the county were \$686,718,000 in 1988 and are projected to increase to \$1,293,155,000 in 1995.

The median household income for families, based on the 1990 Census was \$42,809 for Fort Bend county. This compares to \$27,016 statewide. This figure is much higher than the per capita income level because it includes all wage earners within a single household.

Total personal income is a widely used measure of regional economic health while per capita income is generally used to compare the relative well-being of residents across areas (not accounting for differences in area cost of living). According to DRI, total personal income from all sources in the county was \$4,170,000,000 in 1990 and projected to be \$5,963,000,000 by 1995.

One last way to measure income is in terms of purchasing power. Sales & Marketing Management magazine (SMM) generates a buying power index (BPI) which incorporates disposable after-tax income as a measure of a household's ability to purchase retail services. The 1990 BPI for Fort Bend county was \$45,487 with a 1995 projected level of \$57,717. The

statewide figures are \$34,899 and \$46,225 for the same 1990 and 1995 time periods. Because SMM makes different assumptions for household size and uses an "average" rather than a median level of household earnings, some counties may have a BPI higher than the median household income.

Some counties function as major employment centers and others serve as "bedroom communities". This means that residents may work in one county but live, pay taxes and spend most of their income in their resident county. The degree to which a county serves as a bedroom community can be measured by a "residence adjustment" to the county personal income. The residence adjustment in Fort Bend county was \$1,514,272,000 in 1988. By 1990 however, the adjustment had risen to \$1,960,142,000. A negative number implies that workers commute into the county to earn income but do not reside there. Growth over time of negative residence adjustments generally implies an eroding tax base for the county. Similarly, a positive figure implies that on balance the county exports jobs and income to surrounding county residents.

The average weekly wage for all covered employment in Fort Bend county in the first quarter of 1992 was \$529.84. This compares to the statewide average of \$445.65.

The county had 5 commercial banks in 1991, as reported by the Federal Reserve Bank in Dallas, with total deposits of \$386,919,000 and assets of \$426,696,000. This represents a decrease between calendar year 1988 and 1991. The 1991 deposit to population ratio was \$1,665.84 for Fort Bend county compared to the Texas average of \$8,389. A ratio less than the state average generally indicates the presence of an adjacent county serving as a regional financial center.

EMPLOYMENT

The county civilian labor force was 104,048 in March 1992 reflecting an increase from the March 1990 level of 98,304. According to the Texas Employment Commission (TEC), total unemployment in March 1992 was 5,004 contrasted to the March 1990 total of 3,176. The Fort Bend county unemployment rate for March 1990 was 3.20 percent. Compared to the March 1992 rate of 4.50 percent, the March 1993 rate of 4.60 percent was higher than the previous year. The statewide unemployment rate was 7.4 percent in March 1992 and 6.7 percent in March 1993.

As with population estimates, measures of employed persons vary depending on the data source and definition of employment. DRI annual average estimates of wage and salary employment for 1993 estimate Fort Bend county to have 43,987 employed persons with projections of 47,340 in 1995 and 49,896 in 1998. The reader should keep in mind that employment projections at the county level are potentially volatile because changes such as a plant relocation could significantly alter the growth trend.

The TEC indicates 2,957 business reporting units in the first quarter of 1992 with an average of 18.50 workers per unit. Average firm size makes a difference for job hunting and job development strategy because larger firms tend to have better defined ports of entry and in-house training capabilities. Although definitions vary, small

business can be defined as less than 50 workers and medium sized is 250 or less. The Texas average is 19.5 workers per unit.

Total agricultural employment is not measured by these data. A new survey-based estimate conducted by the Texas Agricultural Statistics Service in cooperation with the Texas Department of Commerce reveals 890 total farm and ranch employment for Fort Bend county in January 1993 with 500 of those being self-employed farmers/ranchers. The totals include self-employed, unpaid family workers and hired workers and are not seasonally adjusted. The January 1993 figures are contrasted by the January 1991 levels of 1,330 total employment with 850 of those being self-employed proprietors.

The non-agricultural industry employment distribution for Fort Bend county by major industry sector for 1993 is as follows:

	Employment	Percent
MINING	1,228	2.79%
CONSTRUCTION	2,155	4.90%
MANUFACTURING	7,852	17.85%
TRANSPORT/UTILITIES	2,520	5.73%
WHOLESALE/RETAIL TRADE	9,172	20.85%
SERVICES	10,392	23.63%
FINANCE, INS, RE	0	0%
GOVERNMENT	10,669	24.25%

Comparable figures for Texas for 1993 are estimated for Mining (2.3%), Construction (5.0%), Manufacturing (13.1%), Transportation (5.9%), Wholesale and Retail trade (24.0%), Services (25.6%), Finance, Insurance, Real Estate (6.0%), and Government (18.1%).

Relative to the Texas economy, the SOICC economic diversification index measures the degree to which a county economy is diversified. Significant concentrations of employment in only one or two sectors makes an area less diversified and more susceptible to widespread economic decline should a key sector suffer a significant loss. The Fort Bend county economy is classified as Diversified within a range from poorly diversified to very diversified.

The 1990 Census allows a look at the occupational distribution of employment in Fort Bend county as well. The following categories will likely not add up to 100 percent due to rounding error. The occupational titles are defined by the Census classification system. EACH OCCUPATION IS FOLLOWED BY TEXAS STATEWIDE PERCENTAGES IN PARENTHESES.

Census Occupation	Texas	Fort Bend County
Executive/managerial	(12.29%)	16.21%
Professional specialty	(13.79%)	17.63%
Technicians/support wkrs	(3.90%)	4.89%
Clerical/Admin support	(16.14%)	16.16%
Sales related workers	(12.50%)	12.75%
Protective service wkrs	(1.71%)	2.16%
Precision craft/repair	(11.74%)	10.26%
Machine operator/assembler	(5.40%)	3.38%

Transport/material moving	(4.20%)	3.17%
Farming/forestry/fishing	(2.57%)	1.72%
Other service related wkrs	(11.12%)	8.13%
Helpers/laborers/cleaners	(3.96%)	2.96%
Private household workers	(.68%)	0.56%

EDUCATION PROFILE

It is very difficult to get an accurate assessment of education quality and problems at the county level. It can be argued that measures of academic achievement such as SAT or ACT test scores are not comparable due to differences in curricula, economic and demographic characteristics of students and other issues.

Educational attainment numbers do not reflect course matter or quality of education but rather cumulative exposure to the education system. The percent of persons 25 and over in Fort Bend county who have completed at least a high school degree was 71.60 percent in 1980. This figure has increased to 80.91 percent in 1990. Statewide, Texas experienced a significant increase from 62.6 percent completing at least a high school education in 1980, to 72.1 percent in 1990.

In addition, Fort Bend county had 30.21 percent of its residents age 25 and over with a college degree (Bachelors) or more in 1990. This compares to 20.3 percent statewide for 1990 and 16.9 percent in 1980.

School districts in Fort Bend county showed 46,336 Average Daily Attendance (ADA) in the 1990 school year which represents an increase from ADA totals in the 1986 school year of 38,393. Estimates of public school dropouts for the 1990-91 school year were 556. This compares to 837 in the 1988-89 year. Longitudinal dropout rates for the entire 7-12 period are not available, but the annual dropout rate for Fort Bend county was 2.61 for 1990-91. Longitudinal rates are between 5 and 6 times the annual rate with greater numbers of dropouts occurring after the 9th grade.

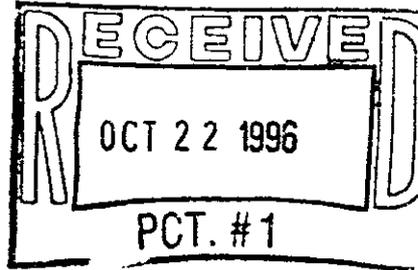


COUNTY ATTORNEY
FORT BEND COUNTY, TEXAS

BEN W. "Bud" CHILDERS
County Attorney

(713) 341-4555
Fax: (713) 341-4557

October 21, 1996



The Honorable R. L. O'Shieles
Commissioner
Precinct One
Fort Bend County, Texas

Re: Dr. Mandola's Property

Dear Commissioner O'Shieles:

Attorney Michael Danziger has forwarded for review the enclosed proposed Quitclaim Deed. We have no objections to the legal form of the Deed, however, the legal description of the property needs to be verified. I am enclosing also a letter I wrote concerning a similar transaction in 1995.

If you agree the County should convey the property, please place the Quitclaim Deed on the Court's agenda.

Very truly yours.


Portia Poindexter, First Assistant

xc: Michael Danziger, Attorney at Law
812 3rd St., Rosenberg, Texas 77471

/lj:mandoia.let:3360



BEN W. "Bud" CHILDERS
COUNTY ATTORNEY

County Attorney

FORT BEND COUNTY, TEXAS

AREA CODE 713
341-4555
FAX (713) 341-4557

April 18, 1995

The Honorable Michael D. Rozell
County Judge
Fort Bend County, Texas

RE: Conveying County Property in Edgewood Subdivision

Dear Judge Rozell:

Commissioner O'Shieles has requested that this office assist in conveying alleys granted to the County pursuant to a plat. The Texas Local Government Code provides an exception to the usual method of selling county property under § 272.001. The enclosed Quitclaim Deed sells the alleys, belonging to the County, to Dr. Mandola.

According to § 272.001, Texas Local Government Code, the notice and bidding requirements do not apply when the County conveys to an abutting property owner, "streets or alleys owned in fee or used by easement."

Based upon § 272.001, Texas Local Government Code, this office is of the opinion the alleys may be conveyed by the enclosed Quitclaim Deed for the agreed amount of \$9466.50.

Very truly yours,

Portia Poindexter
First Assistant County Attorney

/lj:quitclamlet:3360

xc: Commissioner R. L. O'Shieles
Commissioner Grady Prestage
Commissioner Alton Pressley
Commissioner Bob Lutts
Michael Danzinger, Attorney at Law
Jess Hegemier, County Engineer
Gene Freund, Engineering

THE STATE OF TEXAS
COUNTY OF FORT BEND

QUITCLAIM DEED

DATE:

GRANTOR: Fort Bend County, Texas

GRANTORS MAILING ADDRESS: P. O. Box 368
Richmond, Fort Bend County, Texas 77469

GRANTEE: Joseph G. Mandola DVM

GRANTEE'S MAILING ADDRESS: 502 Hwy. 90-A
Richmond, Fort Bend County, Texas 77469

CONSIDERATION: Valuable consideration

PROPERTY: 1. An alley 70 feet in width by 140.4 feet in length between Lots One (1) and Two (2) and Lots Five (5) and Six (6), Block Fifty-One (51), Edgewood Addition, Annex One, Fort Bend County, Texas, as shown on Plat recorded in Volume 238, Page 21 of the Deed Records of Fort Bend County, Texas containing 3100 square feet.
2. An Alley 20 feet in width by 135 feet in length between Lots One (1) and Two (2) and Block No. Fifty-One (51), Edgewood Addition, Annex One, Fort Bend County, Texas, and a 1.026 acres described as shown on Plat recorded in Volume 309, Page 332 of the Deed Records of Fort Bend County, Texas and containing 3,000 square feet.

For the consideration Grantor quitclaims to Grantee all of Grantor's right, title, and interest in and to the property, to have and to hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Neither Grantor nor Grantor's heirs, executors, administrators, successors, or assigns shall have, claim, or demand any right or title to the property or any part of it.

FORT BEND COUNTY

By: Michael D. Rozell
Michael D. Rozell, County Judge

ATTEST:

Dianne Wilson, County Clerk

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ACKNOWLEDGEMENT

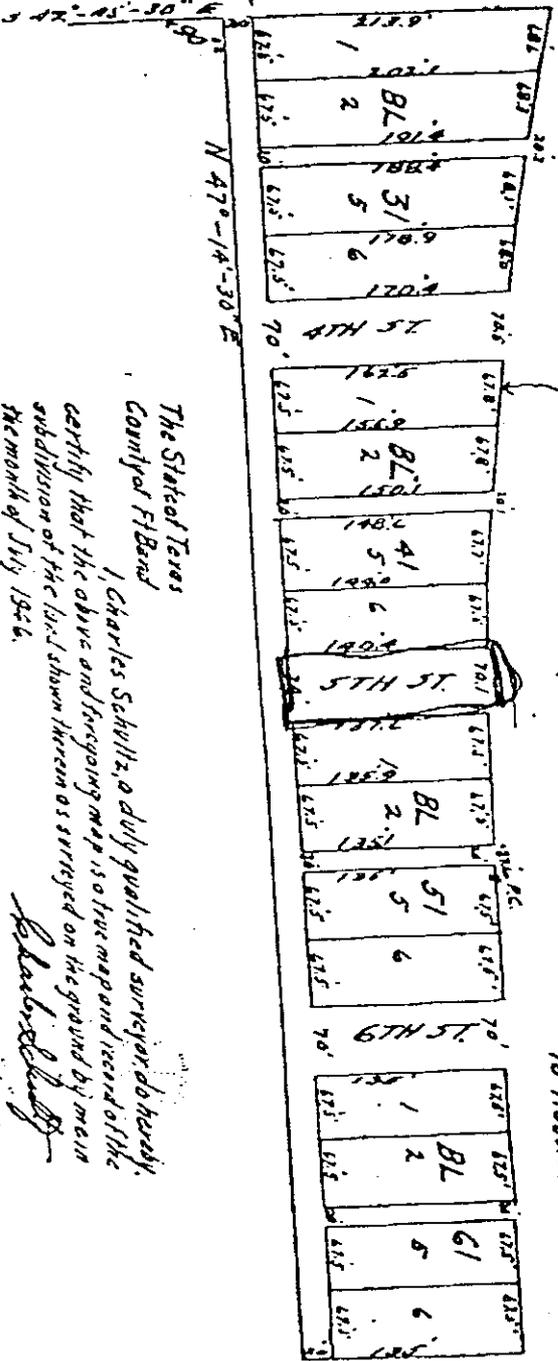
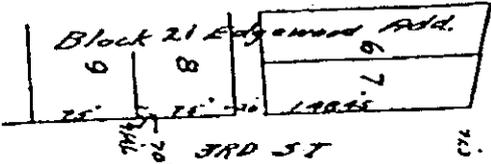
THE STATE OF TEXAS §
COUNTY OF FORT BEND §

This instrument was acknowledged before me on the _____
day of _____, 1996 by Michael D. Rozell, the County
Judge of Fort Bend County, Texas.

Notary Public State of Texas

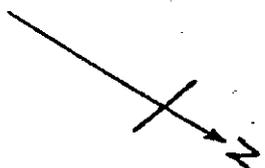
AFTER RECORDING RETURN TO:

Joseph G. Mandola, DVM
501 Hwy. 90-A
Richmond, Texas



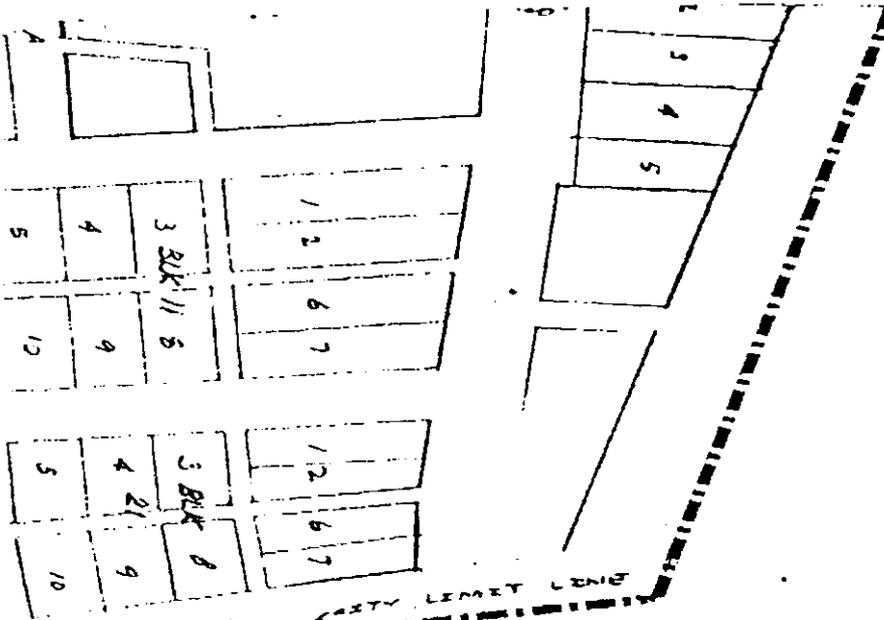
EDGEWOOD ADDITION ANNEX #1
 WILLIAM NORTON SURVEY
 FT BEND COUNTY TEX
 1"=100'

10/15/13

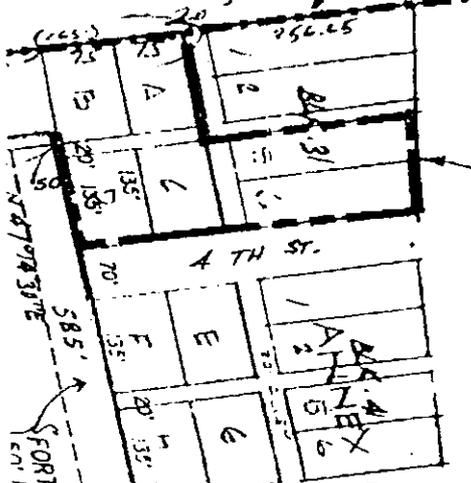


The State of Texas
 County of Ft Bend
 I, Charles Schultz, a duly qualified surveyor do hereby
 certify that the above and foregoing map is a true and correct record of the
 subdivision of the land shown therein as surveyed on the ground by me in
 the month of July 1946.
Charles Schultz

DEED 238



PROPOSED ANNEXATION
2.07± ACRES
NOV. 6, 1991



FORT BEND COUNTY
R.O.-W EASEMENT
DEC. 1994

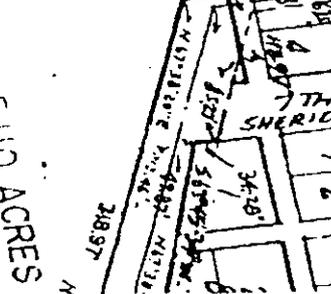


FORT BEND COUNTY
R.O.-W EASEMENT
DEC. 1994

TRAVIS D
Richard
D. Jones
ASST.



Yellow
BLK 51
1026 ACRES



5.110 ACRES

U.S. HWY
652' 611' 5" M

43566831494700 TEL NOV 1961

JOHN W. GUPTON, ET UX

TO

GENERAL WARRANTY DEED
WITH VENDOR'S LIEN

JOSEPH GERARD MANDOLA

THE STATE OF TEXAS :

COUNTY OF FORT BEND :

KNOW ALL MEN BY THESE PRESENTS: That We, JOHN W. GUPTON and wife, MARGUERITE GUPTON, of Fort Bend County, Texas, hereinafter called Grantors, for and in consideration of the sum of TEN AND NO/100 (\$10.00) DOLLARS, cash and other good and valuable considerations to us in hand paid by JOSEPH GERARD MANDOLA, of Fort Bend County, Texas, hereinafter called Grantee, the receipt and sufficiency of which is hereby acknowledged and confessed, and the further consideration of the execution and delivery by Grantee herein of one certain promissory note in the principal sum of TWO HUNDRED TWENTY FIVE THOUSAND AND NO/100 (\$225,000.00) DOLLARS of even date herewith payable to the order of Grantors herein bearing interest at the rate therein provided, the principal and interest thereof being due and payable as therein provided, said note containing the usual ten per cent attorney's fees clauses and various accelerated maturity clauses in the case of default and is secured by Vendor's Lien and superior title retained herein upon the hereinafter described and conveyed property and is also secured by a Deed of Trust of even date herewith to J. Michael Lytle, Trustee, to which reference is hereby made for all purposes, have GRANTED, SOLD, and CONVEYED and by these presents do GRANT, SELL and CONVEY unto the said Grantee, the following described property, together with all improvements situated thereon, to-wit:

Lots Number One (1) and Two (2) in Block No. Fifty One (51) of the Edgewood Addition Annex No. One to the City of Richmond, Fort Bend County, Texas, as per plat of said addition recorded in Volume 238, Page 21, of the Deed Records of Fort Bend County, Texas.

This conveyance is made and accepted subject to all matters properly of record in the offices of the County and District Clerks of Fort Bend County, Texas, but only to the extent, if any, same are still valid and affect the herein conveyed property.

TO HAVE AND TO HOLD the above described premises, together with all and singular the rights and appurtenances thereto in anywise belonging unto the said Grantee, his heirs and assigns forever. And Grantors do hereby bind themselves, their heirs, executors and administrators to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said Grantee, his heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

But it is expressly agreed and stipulated that the Vendor's Lien and superior title is retained in favor of Grantors against the above described property, premises and improvements until the above described note and all interest thereon is fully paid according to the face and tenor, effect and reading thereof, when this Deed shall become absolute.

EXECUTED, this the 31st day of August, 1981.

JOHN W. GUPTON

MARGUERITE GUPTON

THE STATE OF TEXAS :
COUNTY OF FORT BEND :

BEFORE ME, the undersigned authority, on this day personally appeared JOHN W. GUPTON and wife, MARGUERITE GUPTON, known to me to be the persons whose names are subscribed to the foregoing instrument and acknowledged to me that they executed the same for the purposes and considerations therein expressed.

GIVEN under my hand and seal of office this _____ day of _____, 1981.

Notary Public in and for
Fort Bend County, Texas

My commission expires: _____

CHANGE ORDER

ALA DOCUMENT G701

Distribution to:
 OWNER _____
 ARCHITECT X
 CONTRACTOR _____
 FIELD _____
 OTHER _____

PROJECT:	Fort Bend County Central Appraisal District	CHANGE ORDER NUMBER:	01
(name, address)	23801 BF Terry Rd.	INITIATION DATE:	10/14/96
	Rosenberg, TX. 77471	ARCHITECTS PROJECT NO:	9605
TO (Contractor):	Bass Construction Co., Inc.	CONTRACT FOR:	Administration Building
	3014 Ave I, Suite #3	CONTRACT DATE:	4/1/96
	Rosenberg, TX. 77471		

You are directed to make the following changes in this Contract:

Furnish labor and material to install the following:

01	Install 18" o.c. RCP culverts, backfill & level with 4 ea. 24"x 24" catch basins (Entire building length -250 LF)	Add	\$11,123.00
02	Add 3' x 250' x 4" Reinforced concrete service walk on North side of bldg.	Add	\$3,347.00
03	Move combustion air roof jacks to North side of bldg. for AHU-1 & AHU-4	Add	\$550.00
04	Add windows to room 120 (9'-2" x 3'-10")	Add	\$886.00
05	Add Mini-blinds at exterior windows as per attached	Add	\$4,070
06	Credits as per attached	Credit	(\$56,098)

Total Additional Cost (\$36,122.00)

Not valid until signed by both Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustments in the Contract Sum or the Contract Time.

The original (Contract Sum) (Guaranteed Maximum Cost) was	\$1,317,867.00
Net change by previously authorized Change Orders	\$0.00
The (Contract Sum) (Guaranteed Maximum Cost) prior to this Change Order was	\$1,317,867.00
The (Contract Sum) (Guaranteed Maximum Cost) will be (increased) (decreased) (<u>unchanged</u>) by this Change Order	(\$36,122.00)
The new (Contract Sum) (Guaranteed Maximum Cost) including this Change Order will be	\$1,281,745.00
The Contract Time will be (increased) (decreased) (unchanged) by 0 days	
The Date of Substantial Completion as of this Change Order therefore is	<u>same</u>

Yeatts Architecture	Bass Construction Co., Inc.	Fort Bend County
ARCHITECT	CONTRACTOR	OWNER
Address 4645 Sweetwater Blvd., Suite 300	Address 3014 Ave. I, Suite #3	Address 500 Liberty Street
Sugarland, Texas 77479	Rosenberg, Texas 77471	Richmond, Texas 77469
BY <u>[Signature]</u>	BY <u>[Signature]</u>	BY <u>[Signature]</u>
DATE 10/24/96	DATE 10-24-96	DATE 10-29-96

Credits and Allowances
Ft. Bend County Central Appraisal District

Credits

	<u>Amount</u>
A. Delete lime stabilization	<u>\$ (15,472)</u>
B. Convert spread footings to pier and bell	<u>\$ (3,629)</u>
C. Reduce face brick allowance to \$260/M	<u>\$ (7,500)</u>
D. Use 3" vinyl roof insulation, delete 3/4" plywood deck and provide 24 ga. standing seam roof system	<u>\$ (22,931)</u>
E. Use metal soffit in lieu of plaster	<u>\$ (5,080)</u>
F. Use thinset ceramic floor tile	<u>\$ (1,486)</u>
Total Credits Remaining	<u>\$ (56,098)</u>



CONSTABLE DEPARTMENT - PRECINCT TWO

Fort Bend County, Texas

15/2

RUBEN DAVIS
Constable

(713) 437-4741
Fax (713) 437-9127

October 23, 1996

The Honorable Michael D. Rozell
Fort Bend County Judge
P.O. Box 368
Richmond, TX 77489

Dear Judge Rozell:

Please place the following applicants on the Commissioners' Court Agenda for October 29, 1996 for a Reserve Deputy position with the Constable Department, Pct. 2

Christopher D. Carson
Gary C. Hurd
Sammy R. Lacy, Jr.
Walter R. Jameson

Thank you for your consideration.

Respectfully yours,

Ruben Davis
Constable

Atts.

cc: Commissioner R.L. O'Shieles, Pct. 1
Commissioner Grady Prestage, Pct. 2
Commissioner A. B. Pressley, Pct. 3
Commissioner B. Lutts, Pct. 4
County Clerk - Dianne Wilson

RD/swh



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

R/S

JULANE TOLBERT
Administrator

(713) 341-8617
Fax (713) 341-8615

MEMORANDUM

TO: Ruben Davis
Constable Precinct 2

FROM: Richard Selleh RS
Employee Benefits Specialist

SUBJECT: Gary C. Hurd

DATE: October 14, 1996

On the basis of the completion of the review of the background, work history, driving record, and reference check by the Human Resources staff, I have no objection to Gary C. Hurd working as a Deputy Reserve for your department.

If you have any questions or need additional information contact me at 341-8619. Thank you for your assistance with this request.

RS/pl

xx: Michael D. Rozell, County Judge
Commissioners Court
Dianne McWethy, Director of Administrative Services



TX 518609

Merchants Bonding Company

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of Fort Bend } ss.

KNOW ALL MEN BY THESE PRESENTS:

That we, Gary C. Hurd, as Principal, and the MERCHANTS BONDING COMPANY (Mutual), a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto Constable Precinct 2, his successors in office, in the sum of two thousand dollars and no/100-----(\$ 2,000.00) DOLLARS, for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

(Not valid if filled in for more than \$10,000.00)

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 17th day of October, 1996, duly appointed to the office of Reserve Deputy Constable (Elected - Appointed) in and for Fort Bend County in the State of Texas, for a term of one year(s) commencing on the 17th day of October, 1996.

Now, therefore, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall

then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be cancelled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 17th day of October, 1996.

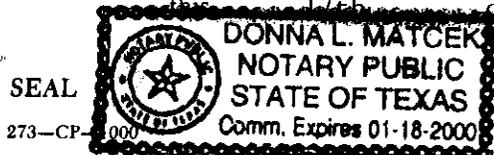
Gary C. Hurd
Principal
MERCHANTS BONDING CO. (Mutual)
By: M. J. Long
M. J. LONG, Vice President

ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS }
County of Fort Bend } ss.

Before me, Donna L. Matcek on this day personally appeared Gary Hurd known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Stafford, TX this 17th day of October, 1996.



Donna L. Matcek
Fort Bend County, Texas.

OATH OF OFFICE
(GENERAL)

I, Gary C. Hurd, do solemnly swear (or affirm),
that I will faithfully execute the duties of the office of Reserve Deputy Constable Precinct 2

of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of
the United States and of this State, so help me God.

Gary C. Hurd
Affiant

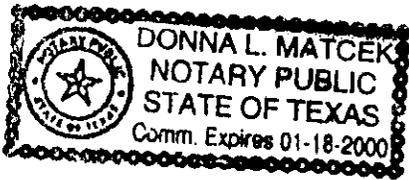
SWORN TO and subscribed before me by affiant on this 17th day of October, 1996.

Donna L. Matcek
Signature of Person Administering Oath

Donna L. Matcek
Printed Name

Notary
Title

SEAL



THE STATE OF TEXAS }
County of _____ } ss.

I, _____, County Clerk, in and for said County, do
hereby certify that the foregoing Bond dated the _____ day of _____, 19____
with its certificates of authentication, was filed for record in my office the _____ day of
_____, 19____ at _____ o'clock _____ M., and duly recorded the _____
day of _____, 19____ at _____ o'clock _____ M., in the Records of Official Bonds
of said County, in Vol. _____ on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____
_____, Texas, the day and year last above written.

Clerk.
By _____ Deputy. County Court _____ County.



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

JULANE TOLBERT
Administrator

(713) 341-8617
Fax (713) 341-8615

15/2

MEMORANDUM

TO: Ruben Davis
Constable Precinct 2

FROM: Richard Selleh RS
Employee Benefits Specialist

SUBJECT: Walter R. Jameson

DATE: October 8, 1996

On the basis of the completion of the review of the background, work history, driving record, and reference check by the Human Resources staff, I have no objection to Walter R. Jameson working as a Deputy Reserve for your department.

If you have any questions or need additional information contact me at 341-8619. Thank you for your assistance with this request.

RS/pl

xx: Michael D. Rozell, County Judge
Commissioners Court
Dianne McWethy, Director of Administrative Services



TX 518161

Merchants Bonding Company

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of Fort Bend } ss.

KNOW ALL MEN BY THESE PRESENTS:

That we, Walter Royce Jameson, as Principal, and the **MERCHANTS BONDING COMPANY (Mutual)**, a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto Reserve Deputy Constable, his successors in office, in the sum of² Two Thousand Dollars (\$ 2,000) DOLLARS, for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

(Not valid if filled in for more than \$10,000.00)

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 22nd day of October, 1996, duly appointed to the office of Reserve Deputy Constable in and for³ Fort Bend County in the State of Texas, for a term of 1 year(s) commencing on the 22nd day of October, 19 96.

Now, therefore, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall⁴

then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be cancelled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 22nd day of October, 1996

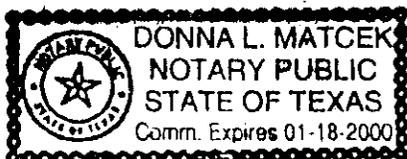
Walter R. Jameson
Principal
MERCHANTS BONDING CO. (Mutual)
By: M. J. Long
M. J. LONG, Vice President

ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS }
County of Fort Bend } ss.

Before me, ~~XXXXXXXXXXXXXXXXXXXX~~ Donna Matcek on this day personally appeared Walter Royce Jameson known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Stafford, Texas this 22nd day of October, 19 96



Donna L. Matcek
Fort Bend County, Texas.

OATH OF OFFICE
(GENERAL)

I, Walter Royce Jameson, do solemnly swear (or affirm),
that I will faithfully execute the duties of the office of Reserve Deputy Constable

of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of
the United States and of this State, so help me God.

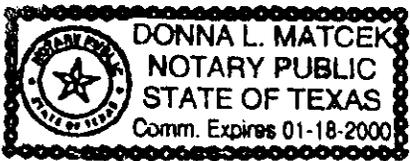
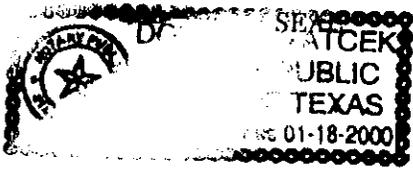
Walter R. Jameson
Affiant

SWORN TO and subscribed before me by affiant on this 22nd day of October, 19 96.

Donna L. Matcek
Signature of Person Administering Oath

DONNA L. MATCEK
Printed Name

NOTARY
Title



THE STATE OF TEXAS }
County of _____ } ss.

I, _____, County Clerk, in and for said County, do
hereby certify that the foregoing Bond dated the _____ day of _____, 19 _____
with its certificates of authentication, was filed for record in my office the _____ day of
_____, 19 _____ at _____ o'clock _____ M., and duly recorded the _____
day of _____, 19 _____ at _____ o'clock _____ M., in the Records of Official Bonds
of said County, in Vol. _____ on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____
_____, Texas, the day and year last above written.

Clerk.
By _____ Deputy. County Court _____ County.



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

JULANE TOLBERT
Administrator

(713) 341-8617
Fax (713) 341-861

AS PER ORIGINAL

MEMORANDUM

AS PER ORIGINAL

TO: Ruben Davis
Constable Precinct 2

FROM: Richard Selleh *RS*
Employee Benefits Specialist

SUBJECT: Sammy R. Lacy Jr.

DATE: October 8, 1996

On the basis of the completion of the review of the background, work history, driving record, and reference check by the Human Resources staff, I have no objection to Sammy R. Lacy Jr. working as a Deputy Reserve for your department.

If you have any questions or need additional information contact me at 341-8619. Thank you for your assistance with this request.

RS/pl

xx: Michael D. Rozell, County Judge
Commissioners Court
Dianne McWethy, Director of Administrative Services



TX 518610

Merchants Bonding Company

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of Fort Bend } ss.

KNOW ALL MEN BY THESE PRESENTS:

That we, Sammy Ray Lacy, as Principal, and the MERCHANTS BONDING COMPANY (Mutual), a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto Constable Precinct 2, his successors in office, in the sum of Two Thousand Dollars and no/cents (\$ 2,000.00) DOLLARS, for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

(Not valid if filled in for more than \$10,000.00)

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 21st day of October, 1996, duly appointed to the office of REserve Deputy Constable (Elected - Appointed) in and for Fort Bend County in the State of Texas, for a term of one year(s) commencing on the 21st day of October, 1996.

Now, therefore, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall

then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be cancelled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 21st day of October, 1996

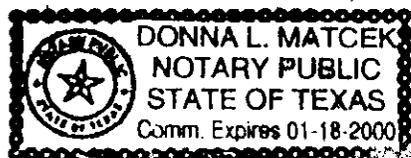
Sammy Ray Lacy Principal
MERCHANTS BONDING CO. (Mutual)
By: M. J. LONG Vice President

ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS }
County of Fort Bend } ss.

Before me, Donna L. Matcek on this day personally appeared Sammy Ray Lacy known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Stafford, Texas this 21st day of October, 1996



SEAL

273-CP-1000

Fort Bend County, Texas.

OATH OF OFFICE
(GENERAL)

I, Sammy Ray Lacy, do solemnly swear (or affirm),
that I will faithfully execute the duties of the office of Reserve Deputy Constable

of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of
the United States and of this State, so help me God.

Sammy Ray Lacy
Affiant

SWORN TO and subscribed before me by affiant on this 21st day of October, 1996.

SEAL

Signature of Person Administering Oath
Donna L. Matcek
Printed Name
Notary
Title

THE STATE OF TEXAS }
County of _____ } ss.

I, _____, County Clerk, in and for said County, do
hereby certify that the foregoing Bond dated the _____ day of _____, 19____
with its certificates of authentication, was filed for record in my office the _____ day of
_____, 19____ at _____ o'clock _____ M., and duly recorded the _____
day of _____, 19____ at _____ o'clock _____ M., in the Records of Official Bonds
of said County, in Vol. _____ on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____
_____, Texas, the day and year last above written.

Clerk.
By _____ Deputy. County Court _____ County.



HUMAN RESOURCES DEPARTMENT

FORT BEND COUNTY, TEXAS

JULANE TOLBERT
Administrator

(713) 341-8617
Fax (713) 341-8615

15/2

MEMORANDUM

TO: Ruben Davis
Constable Precinct 2

FROM: Richard Selleh RS
Employee Benefits Specialist

SUBJECT: Christopher D. Carson

DATE: October 8, 1996

On the basis of the completion of the review of the background, work history, driving record, and reference check by the Human Resources staff, I have no objection to Christopher D. Carson working as a Deputy Reserve for your department.

If you have any questions or need additional information contact me at 341-8619. Thank you for your assistance with this request.

RS/pl

xx: Michael D. Rozell, County Judge
Commissioners Court
Dianne McWethy, Director of Administrative Services



TX 518608

Merchants Bonding Company

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of Fort Bend } ss.

KNOW ALL MEN BY THESE PRESENTS:

That we, Chris Carson, as Principal, and the MERCHANTS BONDING COMPANY (Mutual), a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto Constable Precinct 2, his successors in office, in the sum of two thousand dollars and no/100 (\$ 2,000.00) DOLLARS, for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

(Not valid if filled in for more than \$10,000.00)

THE CONDITION OF THE ABOVE OBLIGATION is such, that, whereas, the above bounden Principal was on the 16th day of October, 1996, duly appointed to the office of Reserve Deputy Constable (Elected - Appointed) in and for Fort Bend County in the State of Texas, for a term of one year(s) commencing on the 16th day of October, 1996.

Now, therefore, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall

then this obligation to be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that regardless of the number of years this bond may remain in force and the number of claims which may be made against this bond, the liability of the Surety shall not be cumulative and the aggregate liability of the Surety for any and all claims, suits, or actions under this bond shall not exceed the amount stated above. Any revision of the bond amount shall not be cumulative.

PROVIDED, FURTHER, that this bond may be cancelled by the Surety by sending written notice to the party to whom this bond is payable stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate as to subsequent acts of the Principal.

Dated this 16th day of October, 1996.

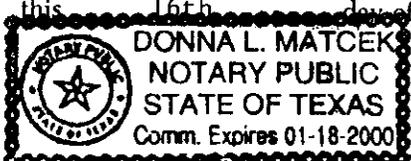
[Signature] Principal
MERCHANTS BONDING CO. (Mutual)
By: [Signature]
M. J. LONG, Vice President

ACKNOWLEDGEMENT OF PRINCIPAL

THE STATE OF TEXAS }
County of Fort Bend } ss.

Before me, Donna L. Matcek on this day personally appeared Chris Carson known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office, at Stafford, TX this 16th day of October, 1996.



[Signature]
Fort Bend County, Texas.

AS PER ORIGINAL

OATH OF OFFICE
(GENERAL)

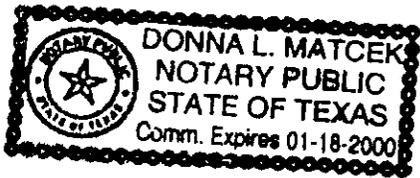
I, Chris Carson, do solemnly swear (or affirm),
that I will faithfully execute the duties of the office of Reserve Deputy Constable - Precinct 2
of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of
the United States and of this State, so help me God.

Chris Carson
Affiant

SWORN TO and subscribed before me by affiant on this 16th day of October, 1996.

Donna L. Matcek
Signature of Person Administering Oath

SEAL



Donna L. Matcek
Printed Name
Notary
Title

THE STATE OF TEXAS }
County of _____ } ss.

I, _____, County Clerk, in and for said County, do
hereby certify that the foregoing Bond dated the _____ day of _____, 19____
with its certificates of authentication, was filed for record in my office the _____ day of
_____, 19____ at _____ o'clock _____ M., and duly recorded the _____
day of _____, 19____ at _____ o'clock _____ M., in the Records of Official Bonds
of said County, in Vol. _____ on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____
_____, Texas, the day and year last above written.

Clerk.
By _____ Deputy. County Court _____ County.

AGENDA ITEM



R. GEORGE MOLINA
 Sheriff
 FORT BEND COUNTY

16

October 23, 1996

Hon. Michael Rozell
 County Judge
 309 South Fourth St, 7th Floor
 Richmond, Texas 77469

Dear Judge Rozell:

I am requesting Commissioners Court approval for the following expenditure from the Court Security Fund. Judge Stansbury has given his verbal approval to this request.

One vest (body armor) for Court Transportation Deputy McKinley Dupree.

One vest (body armor) for Bailiff James Murray.

Total cost not to exceed eight hundred ninety dollars (\$890.00)

Please place this request on the Commissioners Court agenda for October 29, 1996. Thank you for your attention to this matter.

Sincerely,

H. C. Gregory
 H. C. Gregory
 Chief Deputy - Administration

CC: Commissioner R. L. "Bud" O'Shieles
 Commissioner Grady Prestage
 Commissioner Alton Pressley
 Commissioner Bob Lutts
 Judge Thomas Stansbury

✓
5



COMMISSIONER PRECINCT 4
Fort Bend County, Texas

Bob Lutts
Commissioner

October 24, 1996

To: Norma Landry
Office of the County Judge

Re: Agenda Items

Please place the following items on the October 29, 1996
Commissioners Court Agenda:

1. Consider accepting plat Highway 6 North Commercial
Park, Section II. Precinct 4

Thank You,

Shirley
Shirley



McCLENDON & RENO
PROFESSIONAL LAND SURVEYING

#17
A Division
of
TEJAS
SURVEYING, INC.

Post-It® Fax Note	7671	Date	10/22	# of pages	1
To	Judge Rozell	From	Randy Mc		
Co./Dept.	Fort Bend Co	Co.	McClendon/Reno		
Phone #	341-8607	Phone #	240-9099		
Fax #	341-8609	Fax #	240-7730		

October 22, 1996

Commissioner Bob Lutts
Fort Bend County Commissioner
P. O. BOX 187
Fulshear, Texas 77441

VIA FAX: 265-4671

RE: REQUEST FOR CONSIDERATION OF A PLAT

Would you please place the following item on the agenda of the Fort Bend County Commissioner's Court for the date of October 29, 1996.

Consideration and action on HIGHWAY 6 NORTH COMMERCIAL PARK, SECTION 2

We have a verbal commitment from Paula Daneluk, City Planner, that the signed originals will be transmitted from the City of Sugar Land to the Engineer's office tomorrow. The County Clerk's office is updating their expired release today. We have addressed the requirements of Drainage and Engineering. We are coordinating with the tax office to obtain another tax certificate, and it is expected that they will have the 1996 tax amount available tomorrow. We will provide payment and bring the receipt (for '96 taxes) to the Court on Tuesday, unless you have a more preferable arrangement.

Please contact my office as soon as you have had time to review our request. Mr. Don Janssen has asked that I confirm receipt of our request.

Sincerely,

Randy S. McClendon

RSM

cc County Judge Mike Rozell
District Engineer Nathan Hatcher

TO OWNER BUILDING MAINTENANCE
 301 JACKSON
 RICHMOND, TEXAS 77469

PROJECT: JANE LONG ANNEX BUILDING

APPLICATION NO. 2
 PERIOD TO:
 PROJECT NOS.:

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

FROM CONTRACTOR: AMERICAN ROOFING COMPANY VIA ARCHITECT
 P. O. BOX 1026
 MANVEL, TEXAS 77578

CONTRACT DATE:

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$ 20,678.00
- 2. Net change by Change Orders \$ -0-
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 20,678.00
- 4. TOTAL COMPLETED & STORED TO DATE \$ 20,678.00
 (Column G on G703)
- 5. RETAINAGE:
 - a. _____ % of Completed Work \$ -0-
 (Columns D + E on G703)
 - b. _____ % of Stored Material \$ -0-
 (Column F on G703)
 - Total Retainage (Line 5a + 5b or
 Total in Column I of G703) \$ -0-
- 6. TOTAL EARNED LESS RETAINAGE \$ 20,678.00
 (Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 18,878.00
 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE \$ 1,800.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ -0-
 (Line 3 less Line 6)

CHANGE (ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Paul Escobedo Date: 10-14-96

State of: Texas
 County of: Baytown
 Subscribed and sworn to before me this 14th day of October 1996

Notary Public: K. P. Moody
 My Commission expires: 7-28-1999

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 1800.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: David S. Hood Date: Oct 21, 1996

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

REVIEW BY FORT BEND COUNTY COMMISSIONERS COURT

19/3

On this 29 day of OCTOBER, 19 96, before the Fort Bend County Commissioners Court came on to be heard and reviewed the accompanying notice of SOUTHWESTERN BELL TELEPHONE CO.
Job Location DAILY RD

Dated 10-22-96 Bond No. 81282, Permit No. 01723

to make use of certain Fort Bend County property subject to, "A Revised Order Regulating the Laying, Construction, Maintenance, and Repair of Buried Cables, Conduits and Pole Lines, In, Under, Across or Along Roads, Streets, Highways and Drainage Ditches in Fort Bend County, Texas, Under the Jurisdiction of the Commissioners Court of Fort Bend County, Texas," as passed by the Commissioners Court of Fort Bend County, Texas, dated the 3rd. day of August, 1987, recorded in Volume _____ of the Minutes of the Commissioners Court of Fort Bend County, Texas, to the extent that such order is not inconsistent with Article 1436a, Vernon's Texas Civil Statutes. Upon Motion of Commissioner Pressley, seconded by Commissioner Prestage, duly put and carried, it is ORDERED, ADJUDGED AND DECREED that said notice of said above purpose is hereby acknowledged by the Commissioners Court of Fort Bend County, Texas, and that said notice be placed on record according to the regulation order thereof.

Notes:

1. Evidence of review by the commissioners court must be kept on the jobsite and failure to do so constitutes grounds for job shutdown.
2. Written notices are required:
 - a) 48 hours in advance of construction start up, and
 - b) When construction is completed and ready for final inspection

Mail notices to: Permit Administrator
Fort Bend County Engineering
P. O. Box 1449
Rosenberg, Texas 77471-1449
713/342-3039, EXT. 111

3. This permit expires one (1) year from date of permit if construction has not commenced.

By [Signature]
County Engineer

Presented to Commissioners Court and approved.
Recorded in Volume _____
Minutes of Commissioners Court.

By _____
Drainage District Engineer/Manager

Clerk of Commissioners Court
By [Signature]
Deputy

COUNTY OF FORT BEND

Engineering Department

P.O. Box 1449
Rosenberg, Texas 77471-1449

Sidney M. Shaver
Permit Administrator

1124-52 Blume Rd.
Phone: 342-3039

PERMIT APPLICATION REVIEW FORM FOR CABLE, CONDUIT, AND POLE LINE ACTIVITY IN FORT BEND COUNTY

PERMIT NO. 81793

The following "Notice of Proposed Cable, Conduit and/or Pole Line activity in Fort Bend County" and accompanying attachments have been reviewed and the notice conforms to appropriate regulations set by Commissioners' Court of Fort Bend County, Texas.

(1) Complete Application Form.

- a. Name of road, street and/or drainage ditch affected.
- b. Vicinity map showing course of direction.
- c. Plans and specifications.

(2) Bond:

District Attorney, approval when applicable.

Perpetual bond currently posted.

No. 81282

Amount 50,000

Performance bond submitted.

No. _____

Amount _____

(3) Verbal permission given for emergencies, to start construction before approved in Commissioners' Court.

Rene Freund
Precinct engineer acknowledgement

10-24-96
Date

Precinct commissioner acknowledgement

Date

(4) Drainage District approval when applicable.

We have reviewed this project and agree it meets minimum requirements. The following comments need to be addressed.

Sidney M. Shaver
Sidney M. Shaver
Permit Administrator

10-23-96
Date

NOTICE OF PROPOSED CABLE, CONDUIT AND/OR POLE LINE ACTIVITY
 IN, UNDER, ACROSS OR ALONG ROADS, STREETS, HIGHWAYS AND DRAINAGE DITCHES
 IN FORT BEND COUNTY

APPLICANT'S JOB NO. D628239
 PERMIT NO. 81793 PCT. NO. 1
 BOND NO. 81282

Formal notice is hereby given that SOUTHWESTERN BELL TELEPHONE CO
 proposes to lay, construct, maintain and/or repair cable, conduit and/or pole
 line, in, under, across, or along roads, streets, highways and drainage
 ditches in Fort Bend County, as follows:

In, Under, or Across Roads and/or Drainage Ditches

Road or Ditch Name	Distance & Direction From Nearest Intersection	Length of Crossing	Type of Construction			
			Bored	Jacked	Driven	Cased

Along Roads and/or Drainage Ditches

Road or Ditch Name	Distance & Direction From Nearest Intersection	To	Distance
DAILY RD	825 NORTH OF HWY 59 S	NORTH	2,390'

General Description

PLACE CABLE 2' DEEP 1' WEST OF EAST R.O.W. NORTH ALONG DAILY RD.

The location and description of the proposed installation and appurtenances is more fully shown on the attached detail drawings. The laying, construction, maintenance and/or repair of the proposed installation shall be subject to "A Revised Order Regulating the Laying, Construction, Maintenance and/or Repair of Cables, Conduits, and/or Pole Lines, In, Under, Across, or Along Roads, Streets, Highways and Drainage Ditches in Fort Bend County, Texas, Under the Jurisdiction of the Commissioners Court of Fort Bend County, Texas," as passed by Commissioners Court of Fort Bend County, Texas, dated the 3rd. day of August, 1987, recorded in Volume 639 of the Minutes of the Commissioners Court of Fort Bend County, Texas.

Written notices are required: 1) 48 hours in advance of start of construction and 2) when construction is complete and ready for final inspection.

Mail To: Permit Administrator/Fort Bend County Engineering
 P. O. Box 1449, Rosenberg, Texas 77471

Violation of requirements shall constitute grounds for job shut down.

COMPANY NAME: SOUTHWESTERN BELL TEL. CO.
 AGENT and/or OWNER

Louis P. Endlich
 (Signature)

NAME & TITLE LOUIS P. ENDLICH - MGR. ENG. DESIGN
 (Please Print)

DATE: 10-22-94

ADDRESS: 1110 LOUISE
 (Street/P.O. Box)

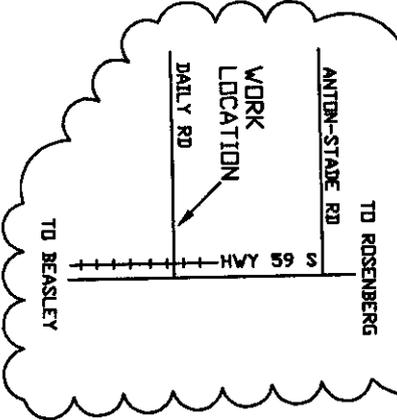
ROSENBERG TX. 77471
 City State Zip

TELEPHONE NO: 342-7223
 (accessible 24 hrs/day, 7 days/week)

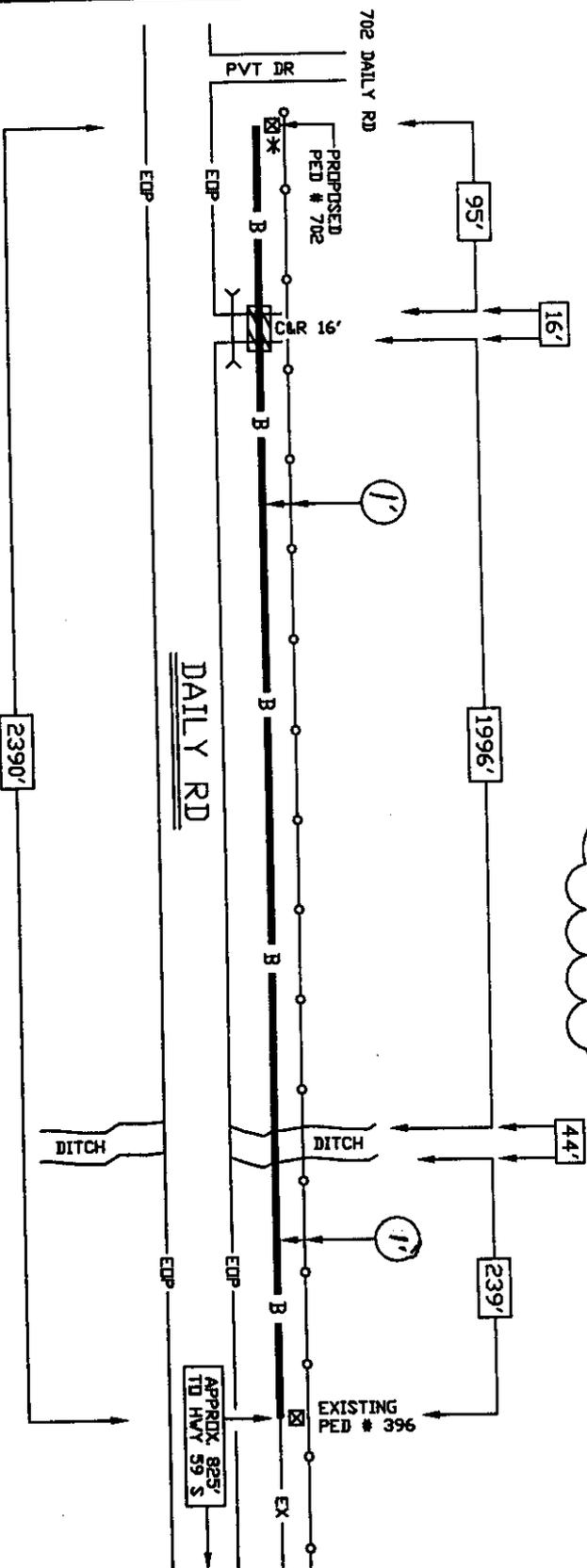
LEGEND

- PROPOSED SWBT BURIED CABLE
- EXISTING SWBT BURIED CABLE
- FENCE
- EDGE OF PAVEMENT
- CULVERT
- UTILITY POLE

LOCATION SKETCH



FT BEND COUNTY PERMIT



Not for disclosure outside Southwestern Bell Telephone Company except under written agreement.

SPECIAL CIRCUMSTANCES FORWARDED	N	NORTH ARROW
PERMIT REQUIRED	Y	
OPERATING RANGE OF JOB STEPS	LINE TO TO	
SCALE	TO TO	
TRANSMISSION ZONE	RZ CZ TAPER CODE 351602	
CAUTION HIGH VOLTAGE	NV 72	
PALE CONTACTS (+) (-)	ARRIVAL Y BURIED N	
NOTES	SMRT ENGR : PML ENLICH	
PHONE NO.	713-341-4311	
ORDER NO.	0628239	
TOTAL PRINTS	PRINT NO. P	
APP. DATE	7/13-282	
EXCH. NO.	ROSE	
TAX DIST.	FD000	
GEN. LOC.	W09222	
ENGR. LIFE	DRAWN RAC	
TEL. NO.	(713) 341-4311	
REL. REF.	217-285-15	
APP. REF.	642 D	
SCALE	NONE	
ISSUE DATE		
DATE REV.		
JOB TITLE	702 DAILY RD (07)	

20

FAX COVER SHEET

October 23, 1996

TO

Norma Landry
County Judge's Office
FAX 341-8609
TEL 341-8608

FROM

Bouche Mickey
TX Agricultural Extension Service-Fort Bend
FAX (713)342-8658
TEL (713)342-3034

SUBJECT

Final Pay Application #5 (Wicke Electric)

PAGES

7, including this cover sheet.

COMMENTS

Please add the following agenda item to the October 29 Commissioners Court Meeting:

"Consider approving Final Pay Application #5, in the amount of \$14,650 to Wicke Electric Service, for the build-out of the Texas Agricultural Extension Service-Youth Facility".

Cc: Commissioner Lutts, Commissioner O'Shieles, Commissioner Prestage & Commissioner Pressley

FORT BEND COUNTY, TEXAS PURCHASE ORDER

P.O. NUMBER: PC N3200000365

SPECIAL INSTRUCTIONS:

PAGE #: 01
P.O. DATE: 02 05 96

DELIVER BY: 04 30 96

BUYER:
01

CONFIRMING:
NO

FOB:
D

VENDOR: 467565830 -
WICKE'S ELECTRIC SERVICE
2504 LAZY LANE

SHIP TO: EXTENSION SERVICE
1436 BAND ROAD
ROSENBERG TX 77471

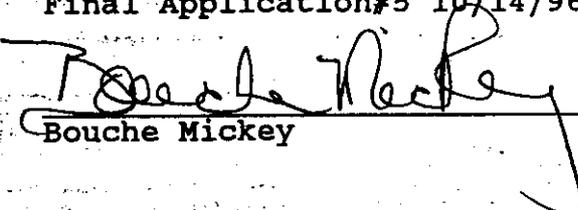
ROSENBERG TX 77471
CHARLIE WICKE

BILL TO: EXTENSION SERVICE
1436 BAND RD
ROSENBERG TX 77471

***NOTE** THIS ORDER WAS MODIFIED ON 02/08/96**

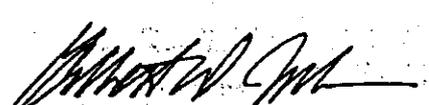
DESCRIPTION	QUANTITY	UNIT COST	EXTENDED COST
001 224 010 032 0320 1500 1010 01 EXTENSION SERVICE YOUTH FACILITY, BID #95-062.	1.000 EA @	18,440.000000	18,440.00
002 224 202 045 2020 2000 7015 02 EXTENSION SERVICE YOUTH FACILITY, BID #95-062.	1.000 EA @	128,060.000000	128,060.00

Invoice Number	Invoice Date	Invoice Amount	Balance
Charlie Wicke Electric Service			
Application#1	2/21/96	\$62,100.00	\$84,400.00
Application#2	4/03/96	\$39,600.00	44,800.00
Application#3	4/26/96	\$13,050.00	31,750.00
Application#4	8/07/96	\$17,100.00	14,650.00
Final Application#5	10/14/96	\$14,650.00	Final


Bouche Mickey

PAGE TOTAL : 146,500.00
GRAND TOTAL : 146,500.00

BY MY SIGNATURE I ATTEST THE ITEMS ON THIS ORDER HAVE BEEN RECEIVED AND THAT ALL ITEMS MEET SPECIFICATIONS.


SIGNATURE OF PURCHASING AGENT

AUTHORIZED SIGNATURE/DATE

RECEIVING REPORT

Application and Certificate for Payment

To (Owner): Fort Bend County
 500 Liberty Street, Ste. 100
 Richmond, Texas

Project: PROJECT DESCRIPTION:
 Agricultural Extension
 Service Youth Facility
 Application No: 5
 Period To: 10-14-96

From (Contractor):
 Wicke Electric Service
 2504 Lazy Lane
 Rosenberg, Texas 77471

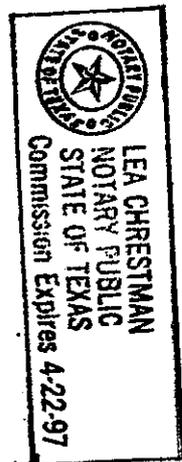
FBC Engineering Project #
 FBC PO# PC N3200000365

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:

By: *Charles A. Wicke*

1. Original Contract Sum	\$146,500
2. Net Change by Change Orders	0
3. Contract Sum to Date	146,500
4. Total Completed & Stored to Date	146,500
5. Retainage 10% of Completed Work	14,650
6. Total Earned Less Retainage	_____
7. Less Previous Estimates	_____
8. Current Payment Due	\$ 14,650



State of: TEXAS County of: FORT BEND
 Subscribed and sworn to before me this 15 day of October, 1996
 Notary Public: *Lea Crestman*
 My Commission expires: _____

Amount Certified
 Fort Bend County Engineers OFFICE:

By: *Mike V. Johnson* Date: 10/22/96

WAIVER OF LIEN

TO WHOM IT MAY CONCERN:

FOR AND IN CONSIDERATION OF \$16,408.00 ROSENBERG CARPET CO. does hereby waive and relinquish any and all claims and rights of lien for the work, labor, materials, machinery, state/local tax of other goods, equipment, or services performed or furnished and billed to RIHA CONSTRUCTION CO. located at the site hereinafter described to wit:

Fort Bend County
4-H Youth Development Building
1436 Band Road
Rosenberg, Texas

PROVIDED FURTHER, this release shall not become effective until all checks given as part of the consideration hereof shall have been honored and paid in full.

IN WITNESS WHEREFORE, the undersigned has caused these present to be duly executed this

15th day of October, 1996

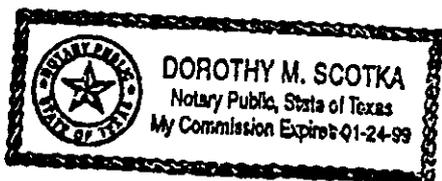
BY: [Signature]

TITLE: President

STATE OF TEXAS
COUNTY OF FORT BEND

This 15th day of October, 1996. Tony Lopez

being personally known to me appeared before me and executed the foregoing Waiver of lien and acknowledged such execution to be his/her free act and deed.



Dorothy M. Scotka
Notary Public

Fort Bend County, Texas

CONTRACTOR'S AFFIDAVIT OF BILLS PAID

STATE OF TEXAS
COUNTY OF FORT BEND

Personally, before me the undersigned authority, on this day appeared Charles H. Wicke, who being duly sworn, on oath, says that he is a duly authorized representative of Wicke Electric Service and that all terms of the contract for the construction of:

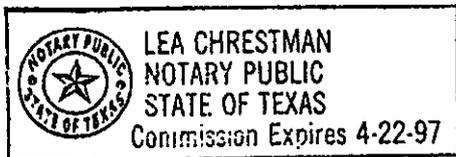
Fort Bend County
4-H Youth Development Building

have been satisfactorily completed and that all sums of money due for labor, materials, and equipment furnished for the purpose of such improvements provided for in the contract, to the best of my knowledge and belief, have been paid, except such unpaid sums for which claims have been filled under provisions of laws.

Charles H. Wicke
(Signature)

Owner
(Title)

Sworn to and subscribed before me this 15 day of October, 1996



Lea Chrestman
Notary Public

FORT BEND County, Texas

WICKE ELECTRIC SERVICE

2504 Lazy Lane
Rosenberg, Texas 77471

October 11, 1996

Fort Bend County
1124 Blume Road
Rosenberg, Texas 77471

Attention: Kirk V. Turner

Subject: **LETTER OF WARRANTY FOR THE
4-H YOUTH DEVELOPMENT BUILDING**

Dear Mr. Turner:

Wicke Electric Service warrants all materials and equipment furnished and installed by us under our contract with you on the above project to be free of defects in workmanship or material for a period of one year beginning October 11, 1996 and ending October 11, 1997. We will repair or replace any work which proves to be defective during that period.

This Warranty does not cover normal maintenance, nor does it cover damage due to misuse, abuse, or acts of God.

In the event of any warranty problems, please call us at (713) 232-4656.

Sincerely,



Charles H. Wicke
Owner



RISK MANAGEMENT/INSURANCE DEPARTMENT
Fort Bend County, Texas

12

TO: Judge Michael D. Rozell

FROM: Sandy Kucera
Insurance Department

DATE: October 24, 1996

RE: Commissioners Court Agenda Item

These enclosed items have been discussed with Commissioner Pressley and he requested that they be placed on the consent agenda of Commissioners Court October 29, 1996 as follows:

1. Consider authorizing payments for damages to non County property and vehicles



GALLAGHER BASSETT SERVICES, INC.

TO: SANDY KUCERA

DATE: October 23, 1996

FROM: JULIA PEÑA

RE: Our Client: FORT BEND COUNTY
Claimant: ROSENBERG CIVIC CENTER
Date of Loss: 6-7-96
Date Reported: 8-22-96
Our Claim No.: 011480-000371-GD-01

LIABILITY CAPTIONED REPORT

This report is submitted to be presented at the Commissioners meeting scheduled on 10-29-96.

Location

Rosenberg Civic Center, 3720 Airport Road, Rosenberg TX 77471

Coverage

General Liability

Description Of Loss

County tractor was travelling between Creek & building and did not have the wings of 15' shredder in the "up" position. Subsequently the wing struck 2 central air units of the Rosenberg Civic Center building.

Liability

Probable case of liability. The tractor's 15' wings were not in the proper position and caused the damages to the AC units.

Claimant

Rosenberg Civic Center. Contact: Chris Molison

Property Damage

Town & Country Air Conditioning replaced the 2 A/C with brand new units since both units were completely destroyed and not functional. Total cost amounted to \$2580.00, each unit @ \$1290.

October 23, 1996

Page 2

Comments

The damaged A/C units were 5 and 9 years old respectively. It is possible that the units could have lasted more than the 10 year expectancy and due to this incident, the Civic Center had to replace the A/C units. I discussed and reached agreement on some depreciation of the units with Chris Molison, Finance analyst for the City of Rosenberg. I recommend that we consider payment in the amount of \$1161 for the 5 year old unit and \$645 for the 9 year old unit. Total payment to the Civic Center of Rosenberg in the amount of \$1806.



GALLAGHER BASSETT SERVICES, INC.

TO: SANDY KUCERA

DATE: October 23, 1996

FROM: JULIA PEÑA

RE: Our Client: FORT BEND COUNTY
Claimant: ABEL FUENTES
Date of Loss: 7-24-95
Date Reported: 2-12-96
Our Claim No.: 011480-000226-AB-01

LIABILITY CAPTIONED REPORT

This report is submitted to be presented at the Commissioners meeting scheduled on 10-29-96.

Location

US 90A EB Roadway and Riveredge in Richmond TX

Coverage

Auto Liability

Description Of Loss

Officer Elias Gonzalez was travelling Eastbound on US 90A in the outside lane approaching Riveredge Street. The claimant, Abel Fuentes was travelling Northbound on Riveredge approaching US 90A. Fuentes pulled into the roadway and collision occurred with officer Gonzalez.

Liability

Probable case of liability. Witnesses to this incident have indicated that Officer Gonzalez was travelling at least 65 MPH with no lights or siren flashing. The speed limit on this road is 45 MPH. Officer Gonzalez has verified that he was travelling approximately 50 MPH.

Claimant

Abel Fuentes, 41 years old, retiree, married to Juanita Fuentes.

Injuries

The claimant sustained sprain/strain to low & mid back and neck. Incurred a total of \$3566.31 in medical treatment.

October 23, 1996

Page 2

Reserves

Suffix	Loss	Expense	Total
AB	5000	0	5000

Paid To Date

Suffix	Loss	Expense	Total
AB	0	0	0

Demands/Comments

The claimant is represented by attorney Pete Navarro. Mr. Navarro has communicated that he will release Fort Bend County for this incident with payment of \$3500. This primarily would include payments of medical treatment incurred. Since we have 3 independent witnesses that will confirm that the officer was travelling at a high rate of speed and was not in engaged in pursuit, I recommend that we issue payment in the amount of \$3500 and obtained the signed release.



GALLAGHER BASSETT SERVICES, INC.

TO: SANDY KUCERA

DATE: - October 9, 1996

FROM: JULIA PEÑA

RE: Our Client: FORT BEND COUNTY
Claimant: ARCH CARSON
Date of Loss: 9-24-96
Date Reported: 9-25-96
Our Claim No.: 011480-000394-AD-02

LIABILITY CAPTIONED REPORT

I submit this report for property damage claim to be presented to Commissioners at the next meeting.

Client (Location)

This incident occurred at the intersection of Kirby and Murworth in Houston Tx.

Coverage

Auto Liability

Description Of Loss

County employee, Ben Denham struck vehicle driven by Bonnie Ross, Ross in turn struck this claimant's van.

Liability

Clear case of liability, Denham verified that his foot slipped off the brake pedal to the accelerator.

Damages

Dr. Arch Carson and passengers sustained minimal injuries, treatment was handled by claimant since he is a physician. Report of damages to the Dr. Carson's vehicle amounted to \$2920.84, plus rental will be needed once repairs are started.

Comments

This is to request authority to process payment for the estimate of repairs received on the claimant's vehicle in the amount indicated above.

TRUCK AUTO APPRAISERS

2230 ELMGATE 467-8888 HOUSTON, TEXAS 77080

DATE
10-7-96

APPRaiser
Blom

LOCATION
Super Tools

LICENCE #
LOF 01B

SPECEMETER
7693

REAR	NET	MRS.	PARTS
1 Bumper Ctr	2500	15	Xch
1 Arms above		3	600
Valance			
1 rear fender	6600		Xch
1 reflector			1240
Lower Panel			
S Floor		30	
Quarter R. Door			
S Quarter L. Door		30	
Quarter Ext.			

COMPANY
Bethlehem Bassett

ASSIGNED BY
Julia Pena

FIRST PARTY

THIRD PARTY
Dick E. Cannon

MEMBER SERIAL NO.
16M CUCOROMT221478

YEAR
91

MAKE
Positiv Transport

MODEL
16M CUCOROMT221478

A - Align 1-3 - New OH - Overhaul S - Straighten R - Repair

FRONT				FRONT			
NET	MRS.	PARTS	NET	MRS.	PARTS		
						Bumper	
						Horn	
						Headlamp	
						Door	
						Seal Beam	
						Battery	
						Par'g Lamp	
						Wheel	
						Hub Cap Drdg.	
						Steer'g Wheel	
						Nav Ring	
						Up Cons. Arm-Bush	
						Lr. Cons. Arm-Bush	
						Knuckle	
						Frt. System	
						Tire	
						Motor Supp't	
						Grill Panel	
						Grill	
						Moulding	
						Extension	
						Ext. Mould'g	
						Air Cond.	
						Condenser	
						Receiver	
						Roof	
						Radiat'r Core	
						Core Supp't	
						Fan & Clutch	
						Water Pump	
						Shroud	

R Moulding did LT	3	19100
R Bumper door	45	1500
CRASHING PANEL	75	
R Trunk Lid	49	14600
R Moulding	5	1000
Tail Light		
1 Shellwater		900
Tail Fin		
Gas Tank		
Door		
Glass Fib		
Clear		
Door Handle		
Moulding		
Lock		
Seat		
1500		
Seat Post		
Rocker Panel		
Moulding		
ICF		
Painting (mat)	200	125
ICF		
GROSS TOTAL	531	318 128934
LABOR	378	
MRS.	826	982 80
PARTS		
LESS		1259 34
NET		531 00
PRECKER		
TAX		147 00
TOTAL REPAIRS		2920 84

REPAIRER: **Blom**

EQUIPMENT: AM Radio AM-FM Radio AM-FM Stereo Tape Deck Heater

Brakes P. Steer Air

CONDITION: Very Good Good Fair Poor Very Poor

TIRES: LF RR LR SPARE

Transmission: **Over** Motor: **6** Other Equipment:

KIND OF LOSS: Collision Vandalism Fire

Theft Water Other Other Remarks (Back)

THIS IS NOT AN AUTHORIZATION TO REPAIR.

PUBLIC HEARING NOTICE

FOR: acceptance of traffic control plan for West Oaks Village,

Sec. 1, Pct. 3

DATE: November 26, 1996

TIME: 9:30 a.m.

NEWSPAPER(S): _____

INVOICE: _____

PUBLIC HEARING NOTICE

FOR: acceptance of traffic control plan for
Kingsbridge which includes Bissonnet St.,
Kingsbridge Park, Sec. 1, Kingsbridge Park, Sec. 2
and Kingsbridge Commerce Park, Pct. 3

DATE: November 26, 1996

TIME: 9:30 a.m.

NEWSPAPER(S): _____

INVOICE: _____

PUBLIC HEARING NOTICE

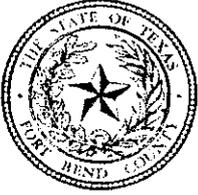
FOR: acceptance of traffic control plan for Dawn Lane, Pct. 3

DATE: November 26, 1996

TIME: 9:30 a.m.

NEWSPAPER(S):

INVOICE:



COUNTY PURCHASING AGENT

Fort Bend County, Texas

Dianna Wilson / 93

Gilbert D. Jalomo, Jr., CPPB
County Purchasing Agent

(713) 341-8640
Fax (713) 341-8642

October 24, 1996

TO: Office of the County Judge
Fort Bend County, Texas

A large, stylized handwritten signature in black ink, likely belonging to the County Judge, written over the recipient information.

SUBJECT: Agenda Items Commissioners Court October 29, 1996

1. Consider approving pay application #2 to Juarez Construction for \$148,500.00 for East End Annex pursuant to Bid #96-062.
2. Consider amending contract with BDM Technologies for consulting services through March 1997 for \$80,000.00.
3. Consider modifying purchase order number PC03400001042 to HGAC to \$20,978.81 for the purchase of a voice recorder system.

271

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702 (Instructions on reverse side) PAGE ONE OF PAGES

TO OWNER: FORT BEND COUNTY
 PURCHASING
 500 LIBERTY RICHMOND, TX 77469

PROJECT: EAST END ANNEX

COMMISSIONER PCT. 2
 FROM CONTRACTOR:

VIA ARCHITECT: PTI, INCORPORATED
 2925 BRIARPARK DR, STE. 950
 HOUSTON, TX 77042

JUAREZ CONSTRUCTION, INC.
 12335 KINGSRIDE, STE. 339 HOUSTON, TX 77024

HOUSTON, TX 77042

APPLICATION NO.: 2
 PERIOD TO:
 PROJECT NOS.:
 CONTRACT DATE: 8/6/96

Distribution to:
 OWNER
 ARCHITECT
 CONTRACTOR

P0# PC07200000061

CONTRACTOR'S APPLICATION FOR PAYMENT

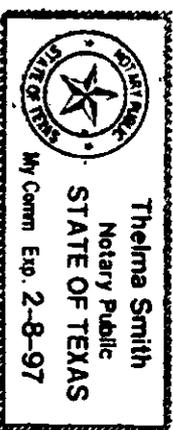
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 928,000.00
2. Net change by Change Orders \$ 14,200.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 942,200.00
4. TOTAL COMPLETED & STORED TO DATE \$ 233,000.00
(Column G on G703)
5. RETAINAGE:
 - a. 10 % of Completed Work \$ 23,300.00
(Columns D + E on G703)
 - b. _____ % of Stored Material \$ _____
(Column F on G703)
 Total Retainage (Line 5a + 5b or Total in Column I of G703) \$ _____
6. TOTAL EARNED LESS RETAINAGE \$ 209,700.00
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 61,200.00
(Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE \$ 148,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 732,500.00
(Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$14,200.00	
Total approved this Month		
TOTALS	\$14,200.00	
NET CHANGES by Change Order	\$14,200.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:
 By: *Thelma Smith*
 State of: _____
 County of: _____
 Subscribed and sworn to before me this _____ day of _____



Notary Public:
 My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 148,500.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:
 By: *Thelma Smith*
 Date: 10/16/96

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT.

APPLICATION NO.: 2
 APPLICATION DATE: 10-15-96

containing Contractor's signed Certification, is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column 1 on Contracts where variable retainage for line items may apply.

PERIOD TO:
 ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)							
1	MOBILIZATION	68,000.00	68,000.00	0	0	0	68,000.00	100%	0	
2	STUMP REMOVAL	20,000.00	0	20,000.00	0	0	20,000.00	100%	0	
3	HAULING	10,000.00	0	10,000.00	0	0	10,000.00	100%	0	
4	EXCAVATION	22,500.00	0	22,500.00	0	0	22,500.00	100%	0	
5	EARTHWORK	2,500.00	0	2,500.00	0	0	2,500.00	100%	0	
6	LANDSCAPING	5,000.00	0	0	0	0	0	0	5,000.00	
7	GLASS/GLAZING	1,500.00	0	0	0	0	0	0	1,500.00	
8	ALUM/ENTRANCES	4,500.00	0	0	0	0	0	0	4,500.00	
9	DRYWALL	51,200.00	0	0	0	0	0	0	51,200.00	
10	CERAMIC TILE	9,500.00	0	0	0	0	0	0	9,500.00	
11	ACOUSTIC CEILINGS	18,000.00	0	0	0	0	0	0	18,000.00	
12	STRUCTURAL STEEL	198,000.00	0	99,000.00	0	0	99,000.00	50%	99,000.00	
13	ERECTION	30,000.00	0	0	0	0	0	0	30,000.00	
14	RESILIENT BASE/STRIP	23,700.00	0	0	0	0	0	0	23,700.00	
15	ALUMINUM HANDRAILS	2,000.00	0	0	0	0	0	0	2,000.00	
16	ROUGH CARPENTRY	5,500.00	0	0	0	0	0	0	5,500.00	
17	DAMP-PROOFING	2,500.00	0	0	0	0	0	0	2,500.00	
18	SHEATHING TAPE	1,100.00	0	0	0	0	0	0	1,100.00	
19	BUILDING INSULATION	6,100.00	0	0	0	0	0	0	6,100.00	
20	HYDROMULCHING	7,250.00	0	0	0	0	0	0	7,250.00	
21	CONCRETE	85,000.00	0	0	0	0	0	0	85,000.00	
22	BRICK/BRICKWORK	72,500.00	0	0	0	0	0	0	72,500.00	
23	DOORS	23,500.00	0	0	0	0	0	0	23,500.00	
24	ELEVATOR	29,450.00	0	0	0	0	0	0	29,450.00	
25	PLUMBING	57,000.00	0	0	0	0	0	0	57,000.00	
26	MECHANICAL	69,700.00	0	0	0	0	0	0	69,700.00	

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G703-1992

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 2
 APPLICATION DATE: 10-15-96
 PERIOD TO:
 ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
27	ELECTRICAL	78,000.00	0	0	0	0	78,000.00	
28	CONSULTING	11,000.00	0	11,000.00	0	11,000.00	0	
29	PAINTING	13,000.00	0	0	0	0	13,000.00	
		928,000.00	68,000.00	165,000.00	0	233,000.00	695,000.00	

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G703-1992



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Fort Bend County Management Information Systems (M.I.S.)

2/22/22

Mary Shemanski
Director

TO: Bud Childers, County Attorney
FROM: Mary Shemanski, M.I.S. Director
SUBJECT: Agreement
DATE: October 2, 1996

Mary Shemanski

Please review the following Proposal from BDM Technologies for the Conversion Project for the Child Support Office.

If you have any further questions, please give me a call.

Thank you.

05

f:\sandy\word\budbdm2.doc

SMART/2000

Child Support System Pilot Proposal

for

FORT BEND COUNTY MIS

Prepared By

BDM
TECHNOLOGIES
A BDM International Company

**2925 Briarpark
Suite 1100
Houston, Texas 77042
(713) 781-7466**

October 1, 1996



BDM Technologies, Inc.
2925 Briarpark
Suite 1100
Houston, TX 77042
(713) 781-7466
(713) 781-1604 FAX

October 1, 1996

Mary Shemanski
Director, IS
Fort Bend County
Management Information Systems
Jane Long Annex
500 Liberty Street, Room 212
Richmond, Texas 77469

Dear Mary:

It is a pleasure to present a proposal for the Child Support (CS) Pilot Project which encompasses a conversion effort to make this application Year 2000 compliant. In the past few months, we have worked toward forming a partnership with Fort Bend County MIS to address the Year 2000 problem and feel that we have created a solution based on this team approach.

Overview

We propose to convert, test, and implement those programs and files in the CS application that are impacted by the millennium change on a time and materials basis. Our objective will be to complete this effort over approximately eleven weeks utilizing a blend of Fort Bend County MIS and BDM resources. As a result of our Compliance Planning work just completed, we are also providing an estimate of the funds required to convert the remaining (15) impacted applications.

Environment and Assumptions

Our understanding of the Fort Bend County MIS (FBC MIS) environment is:

- VSE/ESA 1.3.6, DOS/VS COBOL, Assembler, CICS/VSE 2.2, VSE/VSAM 2.2.0, DL1 DOS/VS Data Language 1.10.
- BIM Edit 5.0C
- DOS/VSE JCL
- FBC MIS will provide facilities including workstations for the project team.
- One FBC MIS employee will be dedicated to BDM's Conversion Team.
- FBC MIS will provide additional resources (approximately 2.5 persons) to complete the project on-time as required and stated in our Compliance Planning report, September 9, 1996, Section 5.
- FBC MIS will secure funding to complete the Pilot in eleven consecutive weeks.
- BDM is not responsible for converting third party package application software.

Phase III Conversion Activities

As stated in our Phase II Compliance Planning Report, there are a number of activities that need to be coordinated, completed, and quality assured to ensure a successful Pilot. The major tasks are listed below.

PROJECT MANAGEMENT		
Activity		Description
<i>Project Management</i>		Applies to all tasks performed by BDM team members.
<i>Project Meetings</i>		Occurs on an as needed basis.
<i>Quality Assurance</i>		Applies to all tasks performed by BDM team members to assure the quality of the work performed.
<i>Client Support</i>		Provide support to all FBC activities.
<i>Project Administration</i>		Provide any necessary administrative work.

PREPARE DETAILED WORK BREAKDOWN STRUCTURE		
Activity		Description
<i>Verify elements of work unit</i>		Identify and document all of the programs, copybooks, JCL and data files that are part of this implementation work unit.
<i>Develop detailed work unit conversion plan</i>		Charts in detail the specific activities and the order of those activities that will take place as part of this work unit for the conversion of the programs, copybooks, JCL, and data files.
<i>Develop detailed configuration management plan</i>		BDM will provide support and guidelines to FBC in accomplishing this task.
<i>Develop conversion procedures and forms</i>		Majority of work performed by BDM. BDM has standard Year 2000 conversion and implementation procedures and forms which will be reviewed/modified to meet FBC standards to ensure a quality conversion process.
<i>Schedule resources and assign work</i>		Applies to scheduling work unit tasks to the BDM team members.

SET UP YEAR 2000 CONVERSION ENVIRONMENT		
Activity		Description
<i>Set up Year 2000 conversion environment</i>		Define separate logical partition (LPAR) for Year 2000 environment and DASD space.
<i>Copy production to Year 2000 test environment</i>		FBC performing the physical moves from production to test. BDM will provide the appropriate move forms for the modules that are required in the test environment.
<i>Backup copied modules</i>		To secure an original version of the modules being converted, FBC will back up the production version of all modules copied to the test environment.

CONVERT DATA		
Activity		Description
<i>Build new file definitions</i>		BDM will identify and provide the appropriate paperwork to FBC requesting date format changes for the impacted VSAM and DL1 files, and FBC will perform the task of creating sequential data files to be converted by BDM.
<i>Modify associated copybooks</i>		Changing the copybook definitions for each of the impacted files.
<i>Develop conversion/bridge programs</i>		Develop the necessary data conversion programs for all impacted files.
<i>Develop conversion/bridge program JCL</i>		Develop the test and production JCL to run the data conversion programs in both environments.
<i>Perform unit tests</i>		Responsible for unit testing the conversion programs in the test environment.
<i>Convert the data for test environment</i>		A joint FBC and BDM task to allow FBC an opportunity to perform their own quality assurance on the data conversion task.

CONVERT APPLICATIONS		
Activity		Description
<i>Convert programs</i>		Convert programs to make them Year 2000 compliant.
<i>Develop test scripts and test data</i>		Since FBC is the most familiar with the functionality of the programs, this task can more effectively be accomplished by FBC. This task is defined as a joint effort by both FBC and BDM with the actual test scripts and test data provided by FBC. BDM will provide support in accomplishing this task.
<i>Modify JCL</i>		Modify program execution JCL to handle expanded files and date parameters.
<i>Perform unit tests</i>		Due to FBC's familiarity with the program functionality, this task would also most effectively be performed by FBC. This is defined as a joint FBC and BDM task with FBC performing the unit tests and BDM supporting any necessary changes.
<i>Perform job stream tests</i>		FBC performing the job stream test and BDM supporting any necessary changes.
<i>Perform system test</i>		FBC performing the job stream test and BDM supporting any necessary changes.

ACCEPTANCE TESTING		
Activity		Description
<i>Conduct acceptance test for software</i>		FBC task with BDM providing support.
<i>Conduct acceptance test for data</i>		FBC task with BDM providing support.

MIGRATE TO PRODUCTION		
Activity		Description
<i>Convert production data</i>		FBC task with BDM providing support.
<i>Migrate the work unit software to production</i>		FBC task with BDM providing support.

CONDUCT CONVERSION ASSESSMENT		
Activity		Description
<i>Assess conversion activities and results</i>		Allows BDM and FBC the opportunity to prove and refine the conversion process for the work units that follow.
<i>Compare schedule to actual</i>		Allow a comparison of estimated time, resources and cost to actual time, resources and cost.
<i>Document lessons learned and recommend changes</i>		Document any lessons learned from the conversion and make recommended changes for the work units that follow.
<i>Incorporate recommendations into Phase III proposal for remaining work units</i>		Prepare updated resource and cost estimates for presentation to FBC.

This is representative of some of the activities that will occur during the CS Pilot Conversion. The actual tasks, start date, and task duration may be adjusted as the CS Pilot progresses.

Phase III Conversion Scope of Work for Child Support Pilot

Based on the activities outlined above, BDM will provide resources to assist FBC MIS with the Year 2000 conversion effort for the Child Support application software.

Phase III CS Pilot Conversion Pricing

FBC MIS will be billed twice monthly for work incurred. Resource pricing is as follows:

<u>Skill Category</u>	<u>Hourly Billing Rate</u>
Project Manager	90
Senior Consultant	60
Programmer Analyst/QA	45
Programmer	42
Administrator	30

Getting Started

We recommend beginning the CS Pilot on December 2, 1996. Attached is Exhibit D2 outlining our resource mix, pricing, and contract type. Exhibit D2 is an attachment to and is governed by the SMART/2000 Software Agreement signed by Fort Bend County and BDM Technologies.

Phase IV Conversion Completion

FBC MIS plans to complete an upgrade to its VSE operating system (v2.13) by November 11, 1996. This is positive in that there will be no idle time between the CS Pilot and completing the remaining (15) impacted applications. The same assumptions will apply as stated above.

We would like FBC MIS to consider two options to complete Phase IV.

Option I

BDM completes all remaining applications in three distinct Work Units.

Work Unit I: CCCRIM, CRIM, JCR, JDA

Work Unit II: CIVIL, CPO, DCCIVIL, HOTCK, SPN, TABLE, ZAP

Work Unit III: JUVENILE, CJIS, PCR, TRS

At this point, we estimate that Option I will require funding, on a fixed price basis, of \$449,000. The advantage of this approach is that BDM takes responsibility for completion of the entire project utilizing a consistent project management component, quality assurance, and a focused, experienced team.

Option II

BDM completes Work Units I and II above, and FBC MIS completes Work Unit III. Option II is estimated to require funding, on a fixed price basis, of \$349,000. It is our understanding that this is the option of choice. The advantage of this approach is cost savings.

Please note that all estimates are valid for (90) days and are subject to change based on factors such as resource costs and process improvements.

We are excited about this opportunity and are confident we can complete these projects in the most expeditious and cost effective manner. We look forward to receiving a purchase order or signed authorization to begin work December 2nd. If there are any questions regarding our services or approach please give me a call. We look forward to working with you and your staff.

Sincerely,



Phil Casey
Marketing Manager

c: Bob Fisher
Doug Fortner
Rob Welborn

Exhibit D2

Phase Name: Child Support Pilot

Start Date: December 2, 1996

Contract Type: Time and Materials referenced by July 2, 1996 SMART/2000 Software Agreement.

<u>Skill Category</u>	<u>Hourly Billing Rate</u>
Project Manager	90
Senior Consultant	60
Programmer Analyst/QA	45
Programmer	42
Administrator	30

Scope of Work: BDM Technologies Inc. will provide the above resources to assist Fort Bend County MIS in a Year 2000 conversion project for the Child Support software application.

Agreed:

_____	_____	_____	_____
CLIENT	Date	Consultant	Date



ENGINEERING
Fort Bend County, Texas

125

D. Jesse Hegemier
County Engineer

September 4, 1996

Commissioner Alton B. Pressley
Fort Bend County Precinct 3
1809 Eldridge Road
Sugar Land, Texas 77478

**RE: Beck Junior High School - Traffic Control Devices
(formerly Katy Junior High School #6)**

Dear Commissioner Pressley:

The Fort Bend County Engineering Department has approved the plans and the traffic control devices for the above referenced. Therefore, our recommendation is for acceptance of the traffic control devices for school zones on Fry Road for Beck Junior High School.

Should you have any questions please do not hesitate to call.

Sincerely,

Nathan D. Hatcher
Assistant to County Engineer

NDH/mjs

cc: File



COUNTY PURCHASING AGENT

Fort Bend County, Texas

Gilbert D. Jalomo, Jr., CPPB
County Purchasing Agent

(713) 341-8640
Fax (713) 341-8642

October 9, 1996

Mr. Michael Lopez
Rosenberg Carpet Center Inc.
P O Box 731
Rosenberg Tx 77471

RE: Fort Bend County Bid #96-091 - Purchase and installation of carpet for Fort Bend County.

Mr. Lopez,

This letter is to advise you that the Commissioners Court of Fort Bend County in Regular Session on October 8th awarded your company the contract pursuant to your bid on the above referenced matter.

A performance bond and a payment bond, each in the amount of 100% of the total contract sum, are required to be provided to the Fort Bend County Purchasing Agent within ten (10) calendar days after receipt of this notification.

A purchase order is forth coming when all required bonds are in hand and all necessary contracts are signed.

Bid tabulation is attached. If you have any questions please contact this office.

Sincerely,

Debbie Kaminski, CPPB
Assistant County Purchasing Agent

cc: Mr. John Healey
Judge McMeans
Ms Dianne Wilson
County Auditor - Accounts Payable

TABLULATION

PURCHASE AND INSTALLATION OF CARPET FOR FORT BEND COUNTY

BID #96-091

COMPANY	DISTRICT ATTORNEY	COUNTY COURT AT LAW #2 COURTRROOM	COUNTY CLERK CIVIL PROBATE	COUNTY CLERK CRIMINAL JUVENILE
Rosenberg Carpet	\$22,877.20 \$17.95 yd. 45 day completion	\$ 2,973.45 \$16.95 yd. 7 day completion	\$ 5,627.55 \$16.95 yd. 14 day completion	\$ 5,114.56 \$16.95 yd. 14 day completion
Interiors by Anniece	\$41,399.75 \$18.70 yd. 30 day completion	\$ 5,550.12 \$18.19 yd. 30 day completion	\$ 7,549.68 \$18.19 yd. 30 day completion	\$ 4,767.28 \$18.19 yd. 30 day completion

RECAPITULATION OF BID

Commissioners Court approval: September 3rd
 Legal notice run in newspaper: Sept 15th and 22nd
 Individual notices mailed: 28
 Bid packets picked up or mailed: 4
 Mandatory pre-bid conference: September 23rd
 Attended pre-bid conference: 3
 Bid open date: September 30th
 Bids received: 2

FUNDING: PERMANENT IMPROVEMENT 010-042-0420-1070

GENERAL ELECTION - NOVEMBER 5, 1996

Register of Early Voting

In-Person

DATE	ARCOLA		AUSTIN		BRIARGATE		FIRST COLONY		FULSHEAR	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	5	5	12	12	11	11	50	50	14	14
10/17/96	7	12	24	36	15	26	60	110	18	32
10/18/96	7	19	28	64	23	49	84	194	32	64
10/21/96	9	28	14	78	23	72	76	270	38	102
10/22/96	8	36	31	109	24	96	109	379	30	132
10/23/96	3	39	23	132	34	130	103	482	34	166
10/24/96	25	64	24	156	27	157	92	574	48	214
10/25/96	5	69	51	207	41	198	257	831	55	269
10/26/96	20	89	171	378	55	253	612	1443	81	350
10/27/96	22	111	87	465	28	281	358	1801	53	403
10/28/96	21	132	69	534	50	331	289	2090	73	476
10/29/96		0		0		0		0		0
10/30/96		0		0		0		0		0
10/31/96		0		0		0		0		0
11/1/96		0		0		0		0		0

	MEADOWS		MISSOURI CITY		NEEDVILLE		RICHMOND		TOTAL	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	87	87	86	86	29	29	118	118	412	412
10/17/96	94	181	94	180	13	42	175	293	500	912
10/18/96	135	316	143	323	23	65	180	473	655	1567
10/21/96	142	458	220	543	25	90	270	743	817	2384
10/22/96	145	603	186	729	18	108	221	964	772	3156
10/23/96	122	725	212	941	27	135	277	1241	835	3991
10/24/96	142	867	136	1077	29	164	229	1470	752	4743
10/25/96	201	1068	233	1310	43	207	362	1832	1248	5991
10/26/96	411	1479	486	1796	35	242	491	2323	2362	8353
10/27/96	216	1695	250	2046	19	261	235	2558	1268	9621
10/28/96	310	2005	395	2441	50	311	468	3026	1725	11346
10/29/96		0		0		0		0	0	0
10/30/96		0		0		0		0	0	0
10/31/96		0		0		0		0	0	0
11/1/96		0		0		0		0	0	0



R. DIANNE MCWETHY

**DIRECTOR OF ADMINISTRATIVE SERVICES
FORT BEND COUNTY
(713) 341-8670**

MEMORANDUM

**TO: Michael D. Rozell, County Judge
Commissioners Court**

FROM: Dianne McWethy, Elections Administrator

**SUBJECT: Early Voting Totals - November 5, 1996 General Election
Correction**

DATE: October 22, 1996

As of Monday, October 21, 1996, the unofficial early voting total for the November 5, 1996 General election is 2,385, instead of 5,277. (See attached corrected spreadsheet). The main early voting site at the William B. Travis Building has voted a total of 817 persons, to date.

If you have any questions or need additional information, contact me at 341-8673. Thank you for your assistance with the electoral process.

xx: Dianne Wilson, County Clerk

GENERAL ELECTION - NOVEMBER 5, 1996
Register of Early Voting
In-Person

DATE	ARCOLA		AUSTIN		BRIARGATE		FIRST COLONY		FULSHEAR	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	5	5	12	12	11	11	50	50	14	14
10/17/96	7	12	24	36	15	26	60	110	18	32
10/18/96	7	19	28	64	23	49	84	194	32	64
10/21/96	9	28	14	78	24	73	76	270	38	102
10/22/96		0		0		0		0		0
10/23/96		0		0		0		0		0
10/24/96		0		0		0		0		0
10/25/96		0		0		0		0		0
10/26/96		0		0		0		0		0
10/27/96		0		0		0		0		0
10/28/96		0		0		0		0		0
10/29/96		0		0		0		0		0
10/30/96		0		0		0		0		0
10/31/96		0		0		0		0		0
11/1/96		0		0		0		0		0

	MEADOWS		MISSOURI CITY		NEEDVILLE		RICHMOND		TOTAL	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	87	87	86	86	29	29	118	118	412	412
10/17/96	94	181	94	180	13	42	175	293	500	912
10/18/96	136	317	143	323	23	65	180	473	656	1568
10/21/96	142	459	219	542	25	90	270	743	817	2385
10/22/96		0		0		0		0	0	0
10/23/96		0		0		0		0	0	0
10/24/96		0		0		0		0	0	0
10/25/96		0		0		0		0	0	0
10/26/96		0		0		0		0	0	0
10/27/96		0		0		0		0	0	0
10/28/96		0		0		0		0	0	0
10/29/96		0		0		0		0	0	0
10/30/96		0		0		0		0	0	0
10/31/96		0		0		0		0	0	0
11/1/96		0		0		0		0	0	0



R. DIANNE MCWETHY

**DIRECTOR OF ADMINISTRATIVE SERVICES
FORT BEND COUNTY
(713) 341-8670**

MEMORANDUM

TO: Michael D. Rozell, County Judge
Commissioners Court

FROM: Dianne McWethy, Elections Administrator *Dianne*

SUBJECT: Early Voting Totals - November 5, 1996 General Election
Public Announcement

DATE: October 22, 1996

As of Monday, October 21, 1996, the unofficial early voting total for the November 5, 1996 General election is 5,277. The main early voting site at the William B. Travis Building has voted a total of 817 persons, to date. I would like to request that you announce that early voting will continue until November 1, 1996.

If you have any questions or need additional information, contact me at 341-8673. Thank you for your assistance with the electoral process.

xx: Dianne Wilson, County Clerk

GENERAL ELECTION - NOVEMBER 5, 1996

Register of Early Voting

In-Person

DATE	ARCOLA		AUSTIN		BRIARGATE		FIRST COLONY		FULSHEAR	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	5	5	12	12	11	11	50	50	14	14
10/17/96	7	12	24	36	15	26	60	110	18	32
10/18/96	7	19	28	64	23	49	84	194	32	64
10/21/96	9	28	14	78	24	73	76	270	38	102
10/22/96		0		0		0		0		0
10/23/96		0		0		0		0		0
10/24/96		0		0		0		0		0
10/25/96		0		0		0		0		0
10/26/96		0		0		0		0		0
10/27/96		0		0		0		0		0
10/28/96		0		0		0		0		0
10/29/96		0		0		0		0		0
10/30/96		0		0		0		0		0
10/31/96		0		0		0		0		0
11/1/96		0		0		0		0		0

	MEADOWS		MISSOURI CITY		NEEDVILLE		RICHMOND		TOTAL	
	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.	Daily	Cum.
10/16/96	87	87	86	86	29	29	118	118	412	412
10/17/96	94	181	94	180	13	42	175	293	500	912
10/18/96	136	317	143	323	23	65	180	473	656	1568
10/21/96	142	459	219	542	25	90	270	743	817	2385
10/22/96		0		0		0		0	0	0
10/23/96		0		0		0		0	0	0
10/24/96		0		0		0		0	0	0
10/25/96		0		0		0		0	0	0
10/26/96		0		0		0		0	0	0
10/27/96		0		0		0		0	0	0
10/28/96		0		0		0		0	0	0
10/29/96		0		0		0		0	0	0
10/30/96		0		0		0		0	0	0
10/31/96		0		0		0		0	0	0
11/1/96		0		0		0		0	0	0

TOTALS 5277



CONSTABLE DEPARTMENT - PRECINCT TWO

Fort Bend County, Texas

RUBEN DAVIS
Constable

(713) 437-4741
Fax (713) 437-9127

October 23, 1996

The Honorable Michael D. Rozell
Fort Bend County Judge
P.O. Box 368
Richmond, TX 77489

Dear Judge Rozell:

Please place the following item on the Commissioners' Court Agenda for October 29, 1996:

\$18,959.52 from the Continuity Fund, to purchase the items listed on the attached Equipment list. These items will be used for the operation of this department.

Thank you for your consideration.

Respectfully yours,

Ruben Davis
Constable

Atts.

cc: Commissioner R.L. O'Shieles, Pct. 1
Commissioner Grady Prestage, Pct. 2
Commissioner A. B. Pressley, Pct. 3
Commissioner B. Lutts, Pct. 4
County Clerk - Dianne Wilson

RD/swh

EQUIPMENT LIST

Houston 2-Way Radio
5200 Mitchelldale, Suite D-4
Houston, Texas 77092

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>
1	Motorola GM300 Control Station, UHF, 16-Channel, 25-40 Watts w/ Desk Micro- phone, Power Supply Omni-directional Antenna and Transmission Line INSTALLATION INCLUDED	\$1, 298.00

Subtotal	:	\$1,298.00
Shipping	:	\$ 18.47
Programming:	:	\$ 10.00
Sales Tax	:	EXEMPT
Total Cost	:	\$1,326.47

Texas State Distributors, Inc.
Houston Showroom
2500 East T.C. Jester, Suite 140
Houston, Texas 77008
(713) 880-1118 (fax) (713) 880-4215

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>
5	Vest- Hyper Lite IIIA with extra poly- cotton garment & S5-30 Spectra Shield Insert	\$ 497.50

Subtotal	:	\$2,487.50
Sales Tax	:	\$ 205.28
Total Invoice Amount:	:	\$2,692.78
Total Balance Due	:	\$2,692.78

Motorola
 Don Day, Sales person
 537-3715

Item	Quantity	Model#	Description	HGA-C	HGA-C Extended
1	5	H01QX	MTS2000	\$900.00	\$4,500.00
1a	5	203H	List Model	\$371.25	\$1,856.25
1b	5	H37	Smartnet Package	\$450.00	\$2,250.00
1c	5	H223	FM Battery	\$ 31.00	\$ 157.50
1d	5	H312	Leather Case	\$ 25.00	\$ 127.50
2	5	NTN1168	Enhanced Rapid Charger	\$ 90.00	\$ 450.00
3	5	NMN6193	Remote Speaker/ MIC	\$64.00	\$ 320.00
			Eqpt. Total	\$9,661.25	
			HGAC Fee	\$ 289.94	
			Total	\$9,951.09	

Quantity	Model Number	Description	Unit Cost	Extended
6	H01RCD9AA3-N	HT1000 Portable UHF/ 16 Ch	\$ 812.70	\$4,876.20
1	H477	Factory Programming	\$ 0.00	\$ 0.00
1	H125	Delete Slow Charger	\$ 10.00	-\$ 10.00
1	H437	Add:Rapid Charger	\$ 51.60	\$ 51.60
1	NMN6193	Remote Speaker/ MIC	\$ 71.38	\$ 71.38

Portable Total: \$4,989.18

GRAND TOTAL: \$18,959.52

#25



FORT BEND COUNTY CLERK

301 Jackson St., P.O. Box 520, Richmond, TX 77406-0520
(713) 341-8685 • Fax (713) 341-8669

DIANNE WILSON
COUNTY CLERK

TO: FORT BEND/SW STAR
Fax: 242-7922

FROM: LINDA MUNOZ *L. Munoz*
COUNTY CLERK'S OFFICE

DATE: OCTOBER 22, 1996

RE: PUBLIC HEARING NOTICE

Please publish on OCTOBER 23, 1996:

The Commissioners Court of Fort Bend County, Texas has set a public hearing on October 29, 1996 at 9:30 a.m. for acceptance of traffic control devices for Beck Junior High School, Pct. 3.

The hearing will be held in the Commissioners Courtroom, 500 Jackson, Room 100, Richmond, Texas. You are invited to attend and state your approval or objection on this matter.

Submitted by,

Dianne Wilson
Fort Bend County Clerk

Please invoice: Michael D. Rozell
County Judge
301 Jackson, Suite 719
Richmond, Texas 77406
(713) 341-8608