

# BLANCO COUNTY MONTHLY PAYROLL APPROVAL FORM

## FEBRUARY 2019

	#10 General Fund	#15 Road & Bridge Fund	#18 Courthouse Security	Total
Salaries	\$190,825.00	\$22,861.60		\$213,686.60
Soc/Med	\$ 14,598.11	\$ 1,748.91		\$ 16,347.02
Retirement	\$ 14,636.28	\$ 1,920.37		\$ 16,556.65
Insurance	\$ 42,830.84	\$ 5,976.74		\$ 48,807.58
Group Term Life	\$ 337.48	\$ 9.38		\$ 346.86
Total	\$263,227.71	\$32,517.00		\$295,744.71

**TOTAL PAYROLL TO BE APPROVED**

County Treasurer  Date 2-8-19

County Judge \_\_\_\_\_ Date \_\_\_\_\_

Commissioner Pct 1 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner Pct 2 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner Pct 3 \_\_\_\_\_ Date \_\_\_\_\_

Commissioner Pct 4 \_\_\_\_\_ Date \_\_\_\_\_

# Blanco County Commissioners' Court

12-Feb-19

## Invoice File Listing By Fund

Fund	Description	Disbursement
010	General Fund	166,762.53
015	Road & Bridge Fund	17,300.65
017	Records Mngmt Clerk	95.35
060	Debt Service (I&S)	136,527.75
<b>Total</b>		<b>320,686.28</b>

The attached list of Claims Payable have been examined & approved for payment by the County Auditor as provided by the Texas LGC 113.064 & 113.065

Attest County Auditor:

*Cindy J. Bent*

Date

02/07/19

The attached list of Claims Payable have been examined & approved for payment by the Commissioners' Court as provided by the Texas LGC 115.021 & 115.022

County Judge

Date

Commissioner Pct 1

Commissioner Pct 3

Commissioner Pct 2

Commissioner Pct 4

DEPARTMENT				
NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
0400-COUNTY JUDGE EXPENSES				
CARD SERVICE CENTER	68315	R	4707 1205 3610 0377 JUDGE	200.00
CONNIE HARRISON	68222	R	REIMBURSEMENT	128.40
DEPARTMENT TOTAL				328.40
0410-COUNTY CLERK				
TEXAS ASSOCIATION OF COUNTIES	68297	R	INV#284864 CO CLERK	125.00
TEXAS ASSOCIATION OF COUNTIES	68298	R	INV#284863 CO CLERK	125.00
DEPARTMENT TOTAL				250.00
0411-ELECTIONS ADMINISTRATOR				
BLANCO COUNTY PUBLICATIONS LP	68199	R	INV#1884 ELECTION ADMIN ADS	12.50
FREDERICKSBURG PUBLISHING CO.INC	68233	R	ACCT #RA3868 election admin ad	98.80
PICAYUNE, THE	68310	R	INV#2019CI-12784 ELECTION ADMIN ADS	49.96
SAN MARCOS DAILY RECORD	68292	R	ACCT#RA6210 ELECTION ADMIN ADS	33.20
DEPARTMENT TOTAL				194.46
0412-DISTRICT CLERK				
CARD SERVICE CENTER	68313	R	4707 1205 3610 0351 ELSBURY	24.09
DEPARTMENT TOTAL				24.09
0415-COUNTY ATTORNEY				
QUILL CORPORATION	68288	R	INV#4701032 CO ATTY	203.03
DEPARTMENT TOTAL				203.03
0425-COUNTY SHERIFF				
A T & T MOBILITY	68088	R	ACCT #287272104256 LEC	88.06
ADVANCED LAW ENFORCEMENT READINESS	68194	R	REGISTRATION FOR J. FOX	425.00
BLANCO COUNTY PUBLICATIONS LP	68197	R	INV#1889 LEC	44.00
BLANCO COUNTY TAX ASSESSOR-COLLECT	68202	R	LICENSE TAG #1158322 LEC	7.50
BLANCO REGIONAL CLINIC P.A.	68204	R	PRE-EMPLOYMENT EXAMS - BURNETTE	133.00
BLANCO REGIONAL CLINIC P.A.	68205	R	PRE-EMPLOYMENT EXAMS - MCKINNY	133.00
CARD SERVICE CENTER	68319	R	4707 1205 3610 0310 SWIFT	359.07
CARD SERVICE CENTER	68320	R	4707 1205 3610 0310 SWIFT	19.96
CARD SERVICE CENTER	68321	R	4707 1205 3610 0310 SWIFT	840.00
CARD SERVICE CENTER	68322	R	4707 1205 3610 0310 SWIFT	137.45
CARD SERVICE CENTER	68323	R	4707 1205 3610 0310 SWIFT	40.98
CARD SERVICE CENTER	68324	R	4707 1205 3610 0310 SWIFT	616.95
CITY OF JOHNSON CITY	68106	R	ACCT #1317 LEC	37.37
CITY OF JOHNSON CITY	68107	R	ACCT #1255 LEC	607.06
CITY OF JOHNSON CITY	68108	R	ACCT #1316 LEC	1,210.06
DELL MARKETING L.P.	68223	R	INV#10294698078 LEC	3,415.42
EXPRESS AUTOMOTIVE SERVICE	68229	R	INV#3753324 LEC	131.73
EXPRESS AUTOMOTIVE SERVICE	68230	R	INV#3753142 LEC	47.94
EXPRESS AUTOMOTIVE SERVICE	68231	R	INV#3753212 LEC	121.88
EXPRESS AUTOMOTIVE SERVICE	68232	R	INV#3753175 LEC	186.95
FRONTIER COMMUNICATIONS	68121	R	210-020-1205 LEC	182.98
FRONTIER COMMUNICATIONS	68122	R	830-868-7104 LEC	902.40
FUELMAN	68328	R	FUEL LEC	2,612.48
GT DISTRIBUTORS, INC	68236	R	INV#0692473 LEC	55.00
GT DISTRIBUTORS, INC	68237	R	ORDER#DPT000238568 LEC	548.72
ICS JAIL SUPPLIES INC.	68244	R	INV#W2467300 LEC	48.42
ICS JAIL SUPPLIES INC.	68245	R	INV#33002664 LEC	152.10
JOHNSON CITY HYDRO GAS	68133	R	ACCT #2570 LEC	1,276.80
JOSH BUCY	68247	R	REIMBURSEMENT	20.00
MARY K. HAGEMEIERS DDS	68254	R	INMATE DENTAL - SCARBROUGH	600.00
MCHD	68139	R	DECEMBER 2018	180.00

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 DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
MCHD	68188	R	INV #BCSO-0119 LEC	180.00
MILLER UNIFORMS & EMBLEMS, INC.	68234	R	INV#011746519 LEC	94.99
MILLER UNIFORMS & EMBLEMS, INC.	68256	R	INV#130603 LEC	360.00
OFFICESUPPLY.COM	68262	R	INV#3214289 LEC	84.87
PAY AND SAVE INC.	68265	R	ACCT#137002 LEC	46.85
PERFORMANCE FOOD SERVICE	68267	R	INV#9402287 LEC	6.97
PERFORMANCE FOOD SERVICE	68268	R	INV#9402287 LEC	768.95
PERFORMANCE FOOD SERVICE	68269	R	INV#9409318 LEC	705.27
PERFORMANCE FOOD SERVICE	68270	R	INV#9416208 LEC	1,499.43
PERFORMANCE FOOD SERVICE	68271	R	INV#9416208 LEC	13.94
PETERSON TIRE	68280	R	INV#JC29676 LEC	86.45
PETERSON TIRE	68281	R	INV#JC29680 LEC	7.00
SOUTHERN HEALTH PARTNERS	68164	R	INV #ADP14914 JAIL	203.05
STEVEN A LOGSDON	68293	R	PRE-EMPLOYMENT EXAMS - MCKINNEY	175.00
TEXAS A&M ENGINEERING EXT SRV	68295	R	INV#RJ7252020 LEC	250.00
TEXAS CORRECTIONAL INDUSTRIES	68299	R	INV#UI 445292 LEC	609.54
YOUNGBLOOD AUTOMOTIVE & TIRE, INC	68311	R	INV#3577 LEC	523.36
DEPARTMENT TOTAL				20,797.95
0430-COUNTY TREASURER				
TEXAS ASSOCIATION OF COUNTIES	68296	R	INV#285381 CO TREAS	180.00
DEPARTMENT TOTAL				180.00
0435-INDIGENT HEALTH CARE				
BAYLOR SCOTT WHITE	68089	R	PATIENT #H7300100232200	62.50
BAYLOR SCOTT WHITE	68090	R	PATIENT #H7300108322700	62.50
BAYLOR SCOTT WHITE	68091	R	PATIENT #H7300106640500	591.92
CORAM ALTERNATE SITE SERVICES	68114	R	PATIENT #5719424	495.56
CORAM ALTERNATE SITE SERVICES	68115	R	PATIENT #5719466	1,195.95
HILL COUNTRY PRIMARY CARE PHYSICIAN	68132	R	PATIENT #244372	30.61
QUEST DIAGNOSTIC	68154	R	PATIENT #6536718711R	22.70
QUEST DIAGNOSTIC	68155	R	PATIENT #6536718711R	66.18
SCOTT & WHITE HOSPITAL	68156	R	PATIENT #PH 9322365420	46.73
SCOTT & WHITE HOSPITAL	68157	R	PATIENT #PH 9322365420	46.73
SCOTT & WHITE HOSPITAL	68186	R	PATIENT #PH9318371260	6.68
DEPARTMENT TOTAL				2,628.06
0440-COUNTY EXTENSION AGENCY				
BLANCO COUNTY PUBLICATIONS LP	68198	R	RENEWAL - CO EXTENSION OFFICE	44.00
GRETCHEN L. SANDERS	68235	R	REIMBURSEMENT	17.32
JOHNSON CITY PUBLICATIONS LP	68246	R	RENEWAL - CO EXTENSION OFFICE	44.00
DEPARTMENT TOTAL				105.32
0450-JUDICIAL EXPENSES				
33RD & 424TH JUDICIAL DISTRICTS CSC	68086	R	DISTRICT BOND SUPERVISOR	502.76
ANNE B. LITTLE, PLLC	68087	R	33RD CV 08481	112.50
CENTRAL TEXAS AUTOPSY PLLC	68104	R	INV #12639 AUTOPSY	2,100.00
DAVID P YTURRI	68181	R	424th CASE #CRO1636	700.00
DEBRA L FULLER	68116	R	33RD CAUSE #CV08438	1,400.40
F.N. BROWN, III	68120	R	CR #01623	675.00
FRONTIER COMMUNICATIONS	68124	R	830-868-7986 JUDICIAL	191.03
MATTHEW L. RIENSTRA	68136	R	CASE #1639	325.00
MATTHEW L. RIENSTRA	68137	R	CASE #1100	325.00
MEGAN M. KLAEGER	68138	R	424TH CV08534	165.00
MEGAN M. KLAEGER	68184	R	424TH CV#08363	75.00
MOURSUND LAW OFFICE	68140	R	424TH #CV08522	825.00
MOURSUND LAW OFFICE	68141	R	33RD CV 8486	1,428.75



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 DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
MOURSUND LAW OFFICE	68142	R	424TH CV #08363	1,361.25
NATALIE WALLACE BENNETT	68143	R	424TH CV #8534	82.50
NATALIE WALLACE BENNETT	68144	R	424TH CV #8522	112.50
NATALIE WALLACE BENNETT	68145	R	33RD CV08472	435.00
NATALIE WALLACE BENNETT	68146	R	33RD CV08467	112.50
NATALIE WALLACE BENNETT	68147	R	33RD CV08438	75.00
NATALIE WALLACE BENNETT	68148	R	424TH CV08363	67.50
NATALIE WALLACE BENNETT	68149	R	33RD CV08261	135.00
NATALIE WALLACE BENNETT	68187	R	33RD #CV08437	75.00
SHELL & SHELL	68183	R	424th CASE #CRO1637	325.00
SONYA R. CARRILLO, PLLC	68158	R	33RD CAUSE #08456	157.50
SONYA R. CARRILLO, PLLC	68159	R	33RD CAUSE #08467	641.25
SONYA R. CARRILLO, PLLC	68160	R	33RD CAUSE #08468	236.25
SONYA R. CARRILLO, PLLC	68161	R	33RD CAUSE #08472	90.00
SONYA R. CARRILLO, PLLC	68162	R	33RD CAUSE #08483	105.00
SONYA R. CARRILLO, PLLC	68163	R	424TH CAUSE #CV08534	157.50
STEVEN R WITTEKIEND	68165	R	CA ATTORNEY DISTRICT CR	425.00
STEVEN R WITTEKIEND	68180	R	424th CASE #CRO1654	325.00
STEVEN R WITTEKIEND	68182	R	424th CASE #CRO1626	325.00
THOMAS M FELPS	68169	R	424TH CAUSE #CV08385	592.50
THOMAS M FELPS	68170	R	424TH CAUSE #CV08341	517.50
THOMAS M FELPS	68171	R	424TH CAUSE #CV08171	450.00
THOMAS M FELPS	68185	R	33RD CV#08481	682.50
TIM COWART	68179	R	424th CASE #CRO1640	675.00
DEPARTMENT TOTAL				16,986.69
0455-COMMUNITY SERVICES				
TEXAS WILDLIFE DAMAGE MGMT FUND	68167	R	INV #249700 JANUARY	2,400.00
DEPARTMENT TOTAL				2,400.00
0460-STATE AGENIES SERVICES				
FRONTIER COMMUNICATIONS	68123	R	830-868-4008 ADULT PROBATION	203.96
DEPARTMENT TOTAL				203.96
0500-COURTHOUSE EXPENSES				
BUSINESS CENTER PRINT & OS	68216	R	INV#134792	269.94
CANON FINANCIAL SERVICES, INC.	68093	R	#19658099 DIST. CLERK	142.35
CANON FINANCIAL SERVICES, INC.	68094	R	#19658100 JP 4	47.73
CANON FINANCIAL SERVICES, INC.	68095	R	#19658101 LEC	51.36
CANON FINANCIAL SERVICES, INC.	68096	R	#19658102 TAC	35.52
CANON FINANCIAL SERVICES, INC.	68097	R	#19658103 EXTENSION	37.92
CANON FINANCIAL SERVICES, INC.	68098	R	#19658104 CO CLERK	117.93
CANON FINANCIAL SERVICES, INC.	68099	R	#19658105 DIST CLERK	131.19
CANON FINANCIAL SERVICES, INC.	68100	R	#19658106 JP 1	40.32
CANON FINANCIAL SERVICES, INC.	68101	R	#19658107 LEC	104.45
CANON FINANCIAL SERVICES, INC.	68102	R	#19658108 MAILROOM	208.19
CANON FINANCIAL SERVICES, INC.	68103	R	#19658109 LEC	194.70
CARD SERVICE CENTER	68312	R	4707 1205 3610 0344 COUNTY	25.99
CARD SERVICE CENTER	68316	R	4707 1205 3610 0377 JUDGE	27.04
CARD SERVICE CENTER	68317	R	4707 1205 3610 0310 SWIFT	81.93
CARD SERVICE CENTER	68318	R	4707 1205 3610 0310 SWIFT	228.00
CITY OF BLANCO	68105	R	ACCT #16 SOUTH ANNEX	84.65
CITY OF JOHNSON CITY	68109	R	ACCT #1089 PCT 2	75.19
CITY OF JOHNSON CITY	68110	R	ACCT #95 OLD JAIL	75.19
CITY OF JOHNSON CITY	68111	R	ACCT #1186 ANNEX	75.19
CITY OF JOHNSON CITY	68112	R	ACCT #73 COURTHOUSE	230.30
CITY OF JOHNSON CITY	68113	R	ACCT #73 COURTHOUSE	37.37

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 DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
DUSTING DOLLS CLEANING SERVICE	68117	R	SOUTH ANNEX	189.50
DUSTING DOLLS CLEANING SERVICE	68118	R	JANUARY	1,405.00
EMIL KARL PROHL	68119	R	CAUSE #CV08468	525.00
EMIL UECKER	68228	R	REIMBURSEMENT	635.21
FRONTIER COMMUNICATIONS	68125	R	830-868-7208 INDIGENT	5.99
FRONTIER COMMUNICATIONS	68127	R	830-868-2228 FAX ELEV.	315.55
FRONTIER COMMUNICATIONS	68128	R	830-868-4266 COURTHOUSE & ANNEX	1,249.66
FUELMAN	68325	R	FUEL - MAINTENANCE	48.15
GRAVES HUMPHRIES, STAHL, LIMITED	68129	R	REPORT #COL005 JP 1	1,958.17
GULF COAST PAPER CO. INC.	68240	R	INV#1622371	410.91
HEFFERNAN INS DBA ADAMS INS. AGENCY	68130	R	BRODBECK BOND	178.00
HILL COUNTRY IT	68131	R	INV #0000278	2,341.00
JOHNSON CITY HYDRO GAS	68134	R	ACCT #2570 COURTHOUSE	165.00
LOWER COLORADO RIVER AUTHORITY	68135	R	INV # TWER0005626	260.84
MOBILEXUSA	68257	R	INV#16858319 LEC	50.00
PAY AND SAVE INC.	68266	R	ACCT#137002 LEC	17.94
PITNEY BOWES	68151	R	INV #3308078865	969.12
PURCHASE POWER	68153	R	ACCT #8000-9090-0697-9400	500.00
REEH PLUMBING	68290	R	INV#96064 LEC	285.06
SOUTH TEXAS COUNTY JUDGES' & COMMIS	68178	R	DUES 2019	300.00
TERMINIX	68190	R	ORDER #233447 ANNEX	100.00
TERMINIX	68191	R	ORDER #233946 SOUTH ANNEX	85.00
TERMINIX	68192	R	ORDER #233231 OLD JAIL	47.00
TERMINIX	68193	R	ORDER #233432 LEC	136.00
TEXAS ASSOCIATION OF COUNTIES	68166	R	INV #57825 2019 DUES	820.00
TEXAS WIRELESS INTERNET	68168	R	PCT 4	5.00
THYSSENKRUPP ELEVATOR CORPORATION	68172	R	INV #3004403290	276.69
VERTICAL BRIDGE TOWER II, LLC	68177	R	INV #000214117	619.03
DEPARTMENT TOTAL				16,221.27
0515-JUSTICE OF THE PEACE PCT #1				
BUSINESS CENTER PRINT & OS	68215	R	INV#134942 JP1	12.34
NORTHEAST TEXAS DATA CORP.	68150	R	REPORT #CAS017 JP 1	120.00
RANDY BRODBECK	68289	R	REIMBURSEMENT	572.31
TEXAS JUSTICE COURT JUDGES ASSN	68300	R	INV#17174 JP1	75.00
DEPARTMENT TOTAL				779.65
0520-JUSTICE OF THE PEACE #4				
BUSINESS CENTER PRINT & OS	68209	R	INV#134696 JP4	176.89
BUSINESS CENTER PRINT & OS	68210	R	INV#134724 JP4	10.97
BUSINESS CENTER PRINT & OS	68211	R	INV#134050S JP4	49.98
BUSINESS CENTER PRINT & OS	68212	R	INV#134773 JP4	5.99
BUSINESS CENTER PRINT & OS	68213	R	INV#134815 JP4	7.98
BUSINESS CENTER PRINT & OS	68214	R	INV#134901 JP4	59.97
H.R.'BOB' RILEY, JR.	68241	R	REIMBURSEMENT	181.14
DEPARTMENT TOTAL				492.92
0530-CONSTABLE PCT #4				
FUELMAN	68327	R	FUEL - CONSTABLE 4	35.15
PETERSON TIRE	68282	R	INV#BL31123 CONST 4	7.00
DEPARTMENT TOTAL				42.15
0550-RECYCLING COORDINATOR				
BLANCO HYDRO GAS CO.	68203	R	ACCT#2411 RECYCLING	18.98
PAUL GRANBERG REIMBURSEMENT ACCOUNT	68264	R	EQUIP MAINT/TOOLS	95.96
DEPARTMENT TOTAL				114.94
0560-GENERAL FUND CAPITAL EQUIPMENT				

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DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
BRIGHAM WHITE	68207	R	INV#709878 PCT 2	18,400.00
DELL MARKETING L.P.	68224	R	INV#10295879922 PCT 2	1,129.23
GT DISTRIBUTORS, INC	68238	R	ORDER#DPT000238568 LEC	3,300.00
GTS TECHNOLOGY SOLUTIONS, INC	68239	R	INV#0026872 LEC	66,903.89
HILL COUNTRY IT	68242	R	INV#276 LEC	240.00
MATTHEW MCMAIN	68255	R	INV#104 LEC	605.00
MOTOROLA SOLUTIONS, INC.	68260	R	INV#16033628 LEC	13,695.15
TEXAS AGRILIFE EXTENSION SERVICE	68294	R	INV#E901348 AG EXT	500.00
DEPARTMENT TOTAL				104,773.27
0585-COUNTY INSPECTOR				
CARD SERVICE CENTER	68314	R	4707 1205 3610 0559 ROEDER	18.95
FUELMAN	68326	R	FUEL - INSPECTOR	17.42
DEPARTMENT TOTAL				36.37
FUND TOTAL				166,762.53

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 DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
<b>0540-R&amp;B PCT #1</b>				
AG-PRO COMPANIES	68195	R	INV#P14336 PCT 1	103.96
BLANCO COUNTY TAX ASSESSOR-COLLECT	68201	R	LICENSE TAG #1199667 PCT 1	7.50
BUSINESS CENTER PRINT & OS	68208	R	INV#134894 PCT 1	45.98
COMMERCIAL ALTERNATOR & START	68217	R	INV#12521 PCT 1	94.84
COMMERCIAL ALTERNATOR & START	68221	R	INV#034221 PCT 1	139.70
DIRT WORKS	68225	R	INV#21039 PCT 1	3,351.41
FUELMAN	68329	R	FUEL PCT 1	248.17
KIRK FELPS	68249	R	INV#69137 PCT 1	22.45
KIRK FELPS	68252	R	INV#68832 PCT 1	50.00
KIRK FELPS	68253	R	INV#69158 PCT 1	704.98
PETERSON TIRE	68272	R	INV#BL31302 PCT 1	729.02
PETERSON TIRE	68276	R	INV#BL31272 PCT 1	398.75
PETERSON TIRE	68283	R	INV#BL31344 PCT 1	188.12
PROPANE GUY, THE	68287	R	INV#5615 PCT 1	70.00
RUIZ CONSTRUCTION	68291	R	INV#1027 PCT 1	2,000.00
THIRD COAST DISTRIBUTING, LLC	68301	R	INV#765203 PCT 1	69.98
TONY MIRANDA	68308	R	INV#089561 PCT 1	430.80
UNIFIRST CORPORATION	68173	R	CUST #512256 PCT 1	56.95
DEPARTMENT TOTAL				8,712.61
<b>0550-R&amp;B PCT #2</b>				
BLANCO COUNTY TAX ASSESSOR-COLLECT	68200	R	LICENSE TAG #1038177 PCT 2	22.00
COMMERCIAL ALTERNATOR & START	68218	R	INV#12521 PCT 2	94.85
EMIL UECKER	68226	R	REIMBURSEMENT	40.00
EMIL UECKER	68227	R	REIMBURSEMENT	70.00
FRONTIER COMMUNICATIONS	68126	R	830-868-4471 PCT 2	101.38
FUELMAN	68330	R	FUEL - PCT 2	195.89
ODIORNE FEED/RANCH SUPPLY INC	68332	R	INV#142336 PCT 2	17.00
PETERSON TIRE	68273	R	INV#BL31302 PCT 2	729.03
PETERSON TIRE	68277	R	INV#BL31272 PCT 2	398.75
PETERSON TIRE	68284	R	INV#BL31344 PCT 2	188.12
THIRD COAST DISTRIBUTING, LLC	68302	R	INV#764893 PCT 2	41.98
THIRD COAST DISTRIBUTING, LLC	68303	R	INV#765040 PCT 2	45.97
UNIFIRST CORPORATION	68174	R	CUST #512256 PCT 2	70.00
DEPARTMENT TOTAL				2,014.97
<b>0560-R&amp;B PCT #3</b>				
COMMERCIAL ALTERNATOR & START	68219	R	INV#12521 PCT 3	94.85
FRONTIER COMMUNICATIONS	68189	R	830-825-3270 PCT 3	91.27
HYE PIPE & FEED	68243	R	INV#3210602 PCT 3	636.47
ODIORNE FEED/RANCH SUPPLY INC	68261	R	INV#142286 PCT 3	468.00
PETERSON TIRE	68274	R	INV#BL31302 PCT 3	729.02
PETERSON TIRE	68278	R	INV#BL31272 PCT 3	398.75
PETERSON TIRE	68285	R	INV#BL31344 PCT 3	188.12
THIRD COAST DISTRIBUTING, LLC	68307	R	INV#992643 PCT 3	301.16
UNIFIRST CORPORATION	68175	R	CUST #512256 PCT 3	57.71
DEPARTMENT TOTAL				2,965.35
<b>0570-R&amp;B PCT #4</b>				
ASPHALT PATCH ENT. INC.	68196	R	INV#592284 PCT 4	534.24
BRAUNTEX MATERIALS, INC.	68206	R	INV#98855 PCT 4	299.76
COMMERCIAL ALTERNATOR & START	68220	R	INV#12521 PCT 4	94.84
FUELMAN	68331	R	FUEL - PCT 4	631.58
KIRK FELPS	68248	R	INV#69372 PCT 4	19.96
KIRK FELPS	68250	R	INV#68966 PCT 4	34.48
KIRK FELPS	68251	R	INV#69182 PCT 4	0.75



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DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
MOBLEY WELDING SERVICE	68258	R	TUBING ON CART PCT 4	45.00
MOBLEY WELDING SERVICE	68259	R	SHREDDER WHEEL PCT 4	75.00
PATHMARK TRAFFIC PRODCT/TX INC	68263	R	INV#1211 PCT 4	258.00
PETERSON TIRE	68275	R	INV#BL31302 PCT 4	729.03
PETERSON TIRE	68279	R	INV#BL31272 PCT 4	398.75
PETERSON TIRE	68286	R	INV#BL31344 PCT 4	188.14
THIRD COAST DISTRIBUTING, LLC	68304	R	INV#764513 PCT 4	43.65
THIRD COAST DISTRIBUTING, LLC	68305	R	INV#763327 PCT 4	13.98
THIRD COAST DISTRIBUTING, LLC	68306	R	INV#765620 PCT 4	7.98
TOOLS PLUS INDUSTRIES	68309	R	INV#46852 PCT 4	169.90
UNIFIRST CORPORATION	68176	R	CUST #512256 PCT 4	62.68
DEPARTMENT TOTAL				3,607.72
FUND TOTAL				17,300.65

-----  
DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
0400-RECORDS MANAGEMENT CLERK EXPENSES				
PROFESSIONAL PLOTTER TECHNOLOGIES	68152	R	TRANSACTION #4633648298983424	95.35
DEPARTMENT TOTAL				95.35
FUND TOTAL				95.35

-----  
DEPARTMENT

NAME-OF-VENDOR	INVOICE-NO	S	DESCRIPTION-OF-INVOICE	AMOUNT
0400-INTEREST & SINKING EXPENSES				
BROADWAY BANK	68092	R	2017 TAX NOTE	136,527.75
DEPARTMENT TOTAL				136,527.75
FUND TOTAL				136,527.75

-----  
DEPARTMENT

NAME-OF-VENDOR

INVOICE-NO

S

DESCRIPTION-OF-INVOICE

AMOUNT

GRAND TOTAL

320,686.28



02/07/2019  
TIME:03:54 PM

INVOICE FILE LISTING - CYCLE: ALL

PAGE 19  
PREPARER:0006

-----  
FD FUND                                   \*\*\*\*\* PENDING \*\*\*\*\*       \*\*\*\*\* PAID \*\*\*\*\*       \*\*\*\* CANCELLED \*\*\*\*       \*\*\*\*\* TOTAL \*\*\*\*\*  
NO DESCRIPTION                           COUNT            AMOUNT        COUNT            AMOUNT        COUNT            AMOUNT        COUNT            AMOUNT  
-----

REPORT TOTALS BY FUND

010 10-000-000 GENERAL FUND	0	0.00	187	166,762.53	0	0.00	187	166,762.53
015 ROAD & BRIDGE FUND	0	0.00	58	17,300.65	0	0.00	58	17,300.65
017 RECORDS MANAGEMENT CLERK	0	0.00	1	95.35	0	0.00	1	95.35
060 INTEREST AND SINKING FUND DEBT TAX	0	0.00	1	136,527.75	0	0.00	1	136,527.75
GRAND TOTALS	0	0.00	247	320,686.28	0	0.00	247	320,686.28 ✓

Lonesome Loop

DRAWN BY: d.a.s.	DATE: 09
CHECKED BY: d.a.s.	DRAWING NO.: S-
JOB NO.: S-	SHEET 1 of 1

LEGEND

1/2 inch dia. iron rod  
 and w/ cap  
 set  
 ad  
 or box  
 unit

*Current*



1" = 200'  
( ) plat/record

McCall Creek Road  
(50', 1/32, Plat Records)

(BASE BEARING FOR DIRECTIONAL CONTROL)  
S 00°06'00" W  
(942.00')

N 89°52'25" W  
435.67'  
(435.60')

Lot 40  
10.30 Acres

(470.53')  
S 67°31'46" E  
470.36'

772.57'  
N 00°05'06" E  
(1119.90')

NOTE: A Title Commitment/Schedule B was not available. THERE MAY BE EASEMENTS OF RECORD WHICH AFFECT THIS TRACT THAT ARE NOT LISTED OR SHOWN HEREON.

Prepared from an on the ground survey performed by me or under my direction and supervision.

*Dale Allen Sultemeier*  
 Dale Allen Sultemeier  
 Registered Professional Land  
 Surveyor  
 No. 4542 - State of Texas



12-12-18



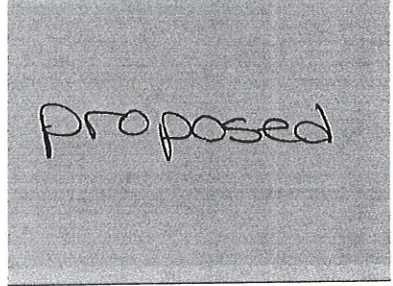
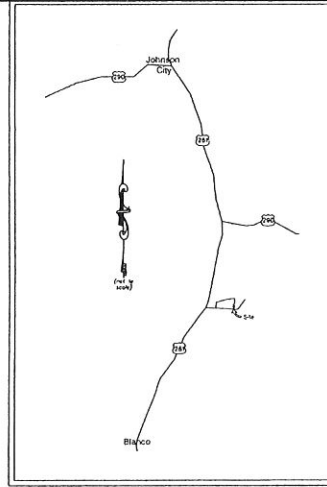
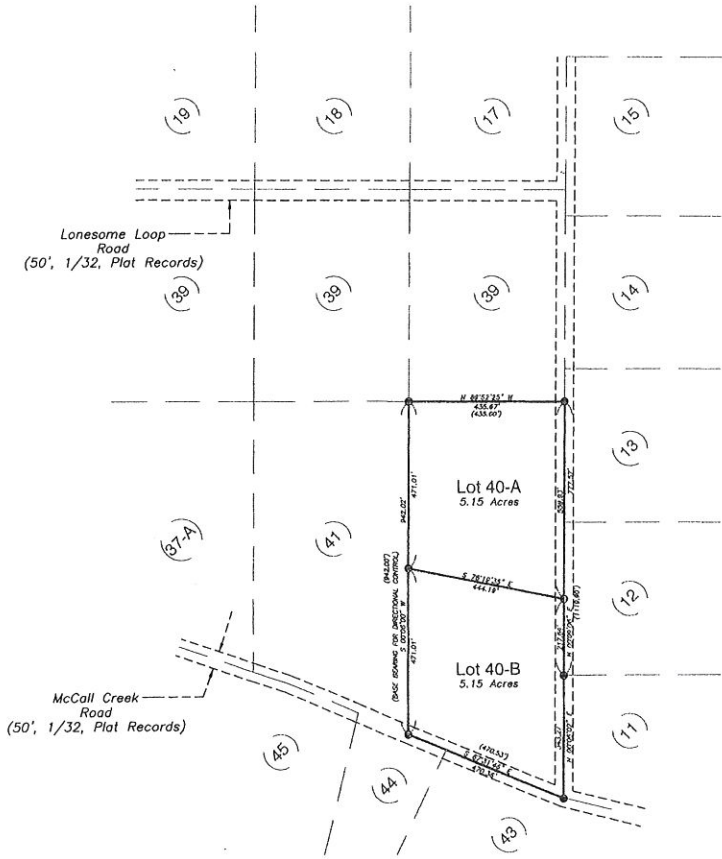
**SULTEMEIER**  
SURVEYING & ENGINEERING

Boundary-Title-Topographic-Construction Surveys  
 Engineering - Land Development Services  
 805 North Llano Street  
 Fredericksburg, Texas 78624  
 (830) 990-1221 Fax (830) 990-1222  
 Copyright © 2014 All Rights Reserved  
 sultemeiersurveying.com  
 LICENSED SURVEYING FIRM: 100930-00

Lot 40  
 FALL CREEK RANCH  
 Volume 1 - Page 32  
 Blanco County Plat Records  
 Blanco County, TX

d.o.s.	18
d.o.s.	18-6506
18-6506	1 of 1

# A REPLAT OF LOT 40 IN FALL CREEK RANCH



- LEGEND
- 1/2 inch dia. iron rod found
  - 3/8 inch iron rod w/ cap (NPLS 4842) set
  - electric meter pad
  - Verizon street box
  - Time Warner street box
  - gas meter
  - water meter
  - air conditioning unit
  - utility pole
  - well

approved by the Blanco County Commissioners Court on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ Judge, Blanco County, TX

I hereby certify that I am the owner of the property shown hereon, Lot 40 in Fall Creek Ranch, a plat of record in Volume 1, Page 52 of the Plat Records of Blanco County, TX, and as conveyed to me by deed recorded in Vol. 488, Pg. 264 of the Official Public Records of said County; do hereby adopt this plat of resubdivision with my free consent, subject to any and all easements and restrictions heretofore granted.

Madeline Buraw

STATE OF TEXAS  
COUNTY OF \_\_\_\_\_

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_ and acknowledged to me that he/she executed the same for the purposes and considerations stated therein.

NOTARY PUBLIC \_\_\_\_\_ My Commission Expires \_\_\_\_\_

NOW ALL MEN BY THESE PRESENTS, That I, the undersigned, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that I made an actual and accurate survey of the plotted land and that the corner monuments shown on the foregoing plat were found as noted/described by me under my supervision.

\_\_\_\_\_ Registered Professional Land Surveyor  
No. 1547



12-17-18 Date

**S**  
**SULTEMEIER**  
**SURVEYING & ENGINEERING**  
 Boundary-Title-Topographic-Construction Surveys  
 Engineering - Land Development Services  
 805 North Llano Street  
 Fredericksburg, Texas 78624  
 (830) 990-1221 Fax (830) 990-1222  
 Copyright © 2018 All Rights Reserved  
 dale@sultemeiersurveying.com  
 TBPLS Firm: 100830-00

I, Laura Walla, County Clerk of Blanco County, Texas, do hereby certify that the foregoing instrument of writing with its certificate of authentication was filed for record in my office on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ m., and duly recorded on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ m., in the Plat Records of Blanco County, Texas, in Book \_\_\_\_\_, Page \_\_\_\_\_.

WITNESS MY HAND AND SEAL OF OFFICE this the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_.

LAURA WALLA, COUNTY CLERK  
BLANCO COUNTY, TEXAS



received  
1-22-19 CMA

January 15, 2019

Honorable Judge Brett Bray  
Blanco County  
P.O. Box 387  
Johnson City, TX 78636

Re: Biennial Reappointment to the CARTS Board of Directors

**THE CARTS DISTRICT**  
5300 Tucker Hill Ln  
Cedar Creek, TX 78612

PO Box 6050  
Austin, TX 78762

512/481 1011  
f 512/478 1110

**RideCARTS.com**

Regional transportation for the  
non-urbanized areas of Bastrop,  
Blanco, Burnet, Caldwell,  
Fayette, Hays, Lee, Travis and  
Williamson counties  
and the San Marcos urbanized  
area.

Dear Judge Bray,

The CARTS Board of Directors includes a member of the County Commissioners Court, or City Council in the case of the San Marcos urbanized area, from ten local jurisdictions in our District: Bastrop, Blanco, Burnet, Caldwell, Hays, Fayette, Lee, Travis, Williamson Counties and the City of San Marcos.

The Capital Area Rural Transportation System would like to request the Blanco County Commissioner's Court to reappoint Commissioner Paul Granberg as Blanco County's representative to the CARTS Board of Directors for a two-year term beginning April 01, 2019.

We appreciate the participation of Blanco County in our governance.

Thank you for your assistance. If you have any questions, please contact me at 512-505-5678 or Dave@RideCARTS.com.

Sincerely,

David L. Marsh  
General Manager



# CERTIFICATE *of* COURSE COMPLETION

## Open Meetings Act

I, **Emil Ray Uecker**, certify that I have completed a course of training on the Texas Open Meetings Act that satisfies the legal requirements of Government Code, Section 551.005.

Certificate is issued effective this 15th day of January, 2019.



*NOTICE TO CERTIFICATE HOLDER: You are responsible for the safekeeping of this document as evidence that you have completed this open government training course. The Office of the Attorney General does not maintain a record of course completion for you and is unable to issue duplicate certificates. Government Code Section 551.005(c) requires the governmental body with which you serve to maintain this Certificate of Course Completion and make it available for public inspection.*

Certificate No.: 19-259945M

# CERTIFICATE *of* COURSE COMPLETION

## Public Information Act

I, **Emil Ray Uecker**, certify that I have completed a course of training on the Texas Public Information Act that satisfies the legal requirements of Government Code, Section 552.012.

Certificate is issued effective this 15th day of January, 2019.



*NOTICE TO CERTIFICATE HOLDER: You are responsible for the safekeeping of this document as evidence that you have completed this open government training course. The Office of the Attorney General does not maintain a record of course completion for you and is unable to issue duplicate certificates. Government Code Section 552.012(e) requires the governmental body with which you serve to maintain this Certificate of Course Completion and make it available for public inspection.*

Certificate No.: 19-259942P

*REPORT OF EXAMINATION*

**BLANCO COUNTY  
APPRAISAL DISTRICT**

*Johnson City, Texas*

**For the Year Ended  
December 31, 2017**

BLANCO COUNTY APPRAISAL DISTRICT  
BASIC FINANCIAL STATEMENTS  
AND SUPPLEMENTARY INFORMATION  
DECEMBER 31, 2017



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# *NEFFENDORF & KNOPP, P.C.*

## *Certified Public Accountants*

P.O. BOX 874 · 736 S. WASHINGTON ST.

FREDERICKSBURG, TEXAS 78624-0874

(830) 997-3348

FAX: (830) 997-3333

Email: nkhd@austin.rr.com

MEMBER  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBER  
TEXAS SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

### **Report on Basic Financial Statements Accompanied by Required Supplementary Information and Supplementary Information**

#### INDEPENDENT AUDITOR'S REPORT

Board of Directors  
Blanco County Appraisal District  
Johnson City, TX 78636

We have audited the accompanying financial statements of the governmental activities of Blanco County Appraisal District as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities of the Blanco County Appraisal District, as of December 31, 2017, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3–7 and 21 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Blanco County Appraisal District's basic financial statements. The supplemental schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Neffendorf & Knopp, P.C.*

NEFFENDORF & KNOPP, P.C.  
Fredericksburg, Texas

December 1, 2018



## MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Blanco County Appraisal District, we offer readers of the District's financial statements this narrative overview and analysis of the financial statements of the District for the year ended December 31, 2017. Please read it in conjunction with the independent auditors' report on page 1, and District's Basic Financial Statements which begin on page 9.

### FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$270,688 (net assets). Of this amount, \$116,648 (unrestricted net assets) may be used to meet the District's ongoing obligations to other organizations and creditors.
- The District's net assets increased by \$73,797; all as a result of this year's operations.
- At December 31, 2017, the District's governmental fund reported an ending fund balance of \$184,486, an increase of \$91,057 in comparison with the prior year.

### USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The government-wide financial statements include the Statement of Net Assets and the Statement of Activities (on pages 9 and 10). These provide information about the activities of the District as a whole and present a longer-term view of the District's property and debt obligations and other financial matters. They reflect the flow of total economic resources in a manner similar to the financial reports of a business enterprise.

Fund financial statements (also on pages 9 & 10) report the District's operations by individual funds. For governmental activities, these statements tell how services were financed in the short term as well as what resources remain for future spending. They reflect the flow of current financial resources.

The notes to the financial statements (starting on page 12) provide narrative explanations or additional data needed for full disclosure in the government-wide statements or the fund financial statements.

### **Reporting the District as a Whole**

#### ***The Statement of Net Assets and the Statement of Activities***

The analysis of the District's overall financial condition and operations begins on page 9. Its primary purpose is to show whether the District is better off or worse off as a result of the year's activities. The Statement of Net Assets includes all the District's assets and liabilities at the end of the year while the Statement of Activities includes all the revenues and expenses generated by the District's operations during the year. These apply the accrual basis of accounting which is the basis used by private sector companies.

All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid. All the District's assets are reported whether they serve the current year or future years. Liabilities are considered regardless of whether they must be paid in the current or future years.

These two statements report the District's net assets and changes in them. The District's net assets (the difference between assets and liabilities) provide one measure of the District's financial health, or financial position. Over time, increases or decreases in the District's net assets are one indicator of whether its financial health is improving or deteriorating. To fully assess the overall health of the District, however, you should consider other factors as well, such as changes in legislation which may affect appraisal district operations.

In the Statement of Net Assets and the Statement of Activities, the District has one kind of activity:

➤ Governmental activity - The District's basic services are reported here, including the administration, tax appraisal and collections. Assessing Fees (payments from each participating taxing unit) finance these activities.

### **Reporting the District's Most Significant Funds**

#### ***Fund Financial Statements***

The fund financial statements on pages 9 & 10 and provide detailed information about the most significant funds - not the District as a whole. Governmental fund types include the general fund.

➤ Governmental funds - All of the District's basic services are reported in governmental funds. These use modified accrual accounting (a method that measures the receipt and disbursement of cash and all other financial assets that can be readily converted to cash) and report balances that are available for future spending. The governmental fund statements provide a detailed short-term view of the District's general operations and the basic services it provides. We describe the differences between governmental activities (reported in the Statement of Net Assets and the Statement of Activities) and governmental funds in the adjustments column and Note 2 to the financial statements.

### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Our analysis focuses on the net assets (Table I) and changes in net assets (Table II) of the District's governmental and business-type activities.

Net assets of the District's governmental activities increased from \$191,891 to \$270,688. Unrestricted net assets - the part of net assets that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements - was \$116,648 at December 31, 2017. This increase in governmental net assets was the result of four factors. First, the District's revenues exceeded the expenditures by \$86,057. Second, the District purchased fixed assets in the amount of \$3,227. Third, the District recorded depreciation of \$25,515. Fourth, the District paid principal on the bank loan of \$11,060.

**Table I**  
**Blanco County Appraisal District**

**NET ASSETS**  
**in thousands**

	Governmental Activities	
	2017	2016
Current and Other Assets	\$ 185	\$ 95
Capital Assets	\$ 343	365
Total Assets	<u>\$ 528</u>	<u>\$ 460</u>
Long-Term Liabilities	\$ 245	\$ 255
Other Liabilities	12	13
Total Liabilities	<u>\$ 257</u>	<u>\$ 268</u>
Net Assets:		
Invested in Capital Assets		
Net of Related Debt	\$ 154	\$ 165
Restricted		-
Unrestricted	117	27
Total Net Assets	<u>\$ 271</u>	<u>\$ 192</u>

**Table II**  
**Blanco County Appraisal District**

**CHANGES IN NET ASSETS**  
**in thousands**

	Governmental Activities	
	2017	2016
Revenue:		
Assessing Fees	\$ 707	\$ 707
Total Revenue	\$ 707	\$ 707
Expenses:		
Salaries and Benefits	\$ 464	\$ 501
Computer Services	39	36
Office Supplies and Postage	24	27
Telephone/ Utilities	12	13
Pictometry	24	25
Insurance	9	8
Professional Fees	12	12
Other Operating	14	14
Debt Service - Interest	9	10
Depreciation	26	24
Total Expenses	\$ 633	\$ 670
Increase (Decrease) in Net Assets	\$ 74	\$ 37
Net Assets - Beginning	192	155
Refund to Taxing Entities	(38)	
Prior Period Adjustment	43	
Net Assets - Ending	\$ 271	\$ 192

The District's total revenues remained the same from last year.

The District's total expenses decreased by \$36,914 primarily due to the decrease in salaries and benefits.

The cost of all governmental activities this year was \$632,853. As shown in the Statement of Activities on page 10, these activities were funded by assessing fees (\$706,650).



## THE DISTRICT'S FUNDS

As the District completed the year, its governmental fund (as presented in the balance sheet on page 9) reported a fund balance of \$184,486, which is greater than last year's total of \$93,429. Included in this year's total change in fund balance is an increase of \$86,057 in the District's General Fund. The primary reason for the General Fund's increase was revenues exceeded expenditures by \$79,097.

The District adopted the budget for the General Fund. Actual expenditures were less than budgeted amounts.

## CAPITAL ASSET AND DEBT ADMINISTRATION

### Capital Assets

At the end of 2017, the District had \$647,976 invested in a broad range of capital assets, including vehicles, equipment and computers.

This year's major additions included:

Laser Printers	\$ 810
Document Scanner	1,362
Paper Folder	1,055
TOTAL	<u>\$ 3,227</u>

More detailed information about the District's capital assets is presented in Note 5 to the financial statements.

### Debt

At year-end, the District had a balance of \$188,536 on the building loan with the Blanco National Bank. During 2017, the District paid \$11,060 in principal on the loan.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The District's Board of Directors considered many factors when setting the fiscal-year 2018 budget. Factors considered in establishing a budget are the funding needs of the District operations and programs necessary to meet the objectives of the District. Amounts available for appropriation in the General Fund budget are \$686,285 and expenditures are estimated to be \$686,285. These amounts are the same as the previous year.

## CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District's business office, at Blanco County Appraisal District, Johnson City, TX 78636.

BASIC FINANCIAL STATEMENTS

BLANCO COUNTY APPRAISAL DISTRICT  
STATEMENT OF NET ASSETS AND GOVERNMENTAL FUNDS BALANCE SHEET -  
DECEMBER 31, 2017

	General Fund	Total	Adjustment (Note 2)	Statement of Net Assets December 31,	
				2017	2016
<b>ASSETS</b>					
Cash in Bank and on Hand	\$ 180,462	\$ 180,462	\$ -	\$ 180,462	95,447
Prepaid Expense - Reserve Fund - Postage	5,000	5,000		5,000	-
Capital Assets (Net of Accumulated Depreciation)	-	-	342,576	342,576	364,864
<b>Total Assets</b>	<b>\$ 185,462</b>	<b>\$ 185,462</b>	<b>\$ 342,576</b>	<b>\$ 528,038</b>	<b>\$ 460,311</b>
<b>LIABILITIES</b>					
<u>Current Liabilities</u>					
Accounts Payable	976	976	-	976	2,018
Loan Payable - Current Portion	-	-	11,076	11,076	10,528
<b>Total Current Liabilities</b>	<b>976</b>	<b>976</b>	<b>11,076</b>	<b>12,052</b>	<b>12,546</b>
<u>Noncurrent Liabilities</u>					
Loan Payable- Long-Term Portion	-	-	177,460	177,460	189,068
Compensated Absences	-	-	67,838	67,838	66,806
<b>Total Noncurrent Liabilities</b>	<b>-</b>	<b>-</b>	<b>245,298</b>	<b>245,298</b>	<b>255,874</b>
<b>Total Liabilities</b>	<b>976</b>	<b>976</b>	<b>256,374</b>	<b>257,350</b>	<b>268,420</b>
<b>FUND BALANCE/NET ASSETS</b>					
Fund Balances:					
Non-Spendable Fund Balance -					
Prepaid Items	5,000	5,000	(5,000)		
Assigned Fund Balance -					
Assigned for Entities Refund/Credit	104,486	104,486	(104,486)		
Assigned for Operating Reserve	75,000	75,000	(75,000)		
<b>Total Fund Balances</b>	<b>184,486</b>	<b>184,486</b>	<b>(184,486)</b>		
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 185,462</b>	<b>\$ 185,462</b>			
<b>Net Assets:</b>					
Invested in Capital Assets, Net of Related Debt					
			154,040	154,040	165,268
Unrestricted					
			116,648	116,648	26,623
<b>Total Net Assets</b>			<b>\$ 270,688</b>	<b>\$ 270,688</b>	<b>\$ 191,891</b>

The accompanying notes are an integral part of this financial statement.

BLANCO COUNTY APPRAISAL DISTRICT  
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUNDS REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED DECEMBER 31, 2017

	General Fund	Total	Adjustment (Note 2)	Statement of Net Assets December 31,	
				2017	2016
Revenues:					
Assessing Fees:					
County of Blanco	\$ 159,374	\$ 159,374	\$ -	\$ 159,374	\$ 154,474
Blanco Independent School District	236,579	236,579	-	236,579	242,946
City of Blanco	14,204	14,204	-	14,204	11,801
South Blanco Emergency Service District	22,204	22,204	-	22,204	22,684
Johnson City Independent School District	222,618	222,618	-	222,618	223,655
City of Johnson City	17,781	17,781	-	17,781	17,030
North Blanco Emergency Service District	21,622	21,622	-	21,622	21,553
Blanco-Pedernales Groundwater District	10,118	10,118	-	10,118	10,246
Fredericksburg Independent School District	2,151	2,151	-	2,151	2,261
Total Revenue	\$ 706,650	\$ 706,650	\$ -	\$ 706,650	\$ 706,650
Expenditures/Expenses:					
Operations:					
Salaries	\$ 339,893	\$ 339,893	\$ 1,032	\$ 340,925	354,572
Employee Benefits	32,499	32,499	-	32,499	37,156
Health Insurance	65,434	65,434	-	65,434	82,397
Payroll Taxes	24,007	24,007	-	24,007	26,667
Workers' Compensation Insurance	1,041	1,041	-	1,041	-
Computer Services	38,738	38,738	-	38,738	36,051
Legal and Accounting	11,948	11,948	-	11,948	12,388
Board of Review	4,331	4,331	-	4,331	2,377
Pictometry	23,907	23,907	-	23,907	23,907
Education and Dues	5,156	5,156	-	5,156	4,927
Office Supplies	12,840	12,840	-	12,840	12,362
Utilities	5,344	5,344	-	5,344	5,425
Postage/Meter Rental	11,047	11,047	-	11,047	14,565
Telephone	6,635	6,635	-	6,635	7,268
Janitorial Services	-	-	-	-	-
Insurance	9,361	9,361	-	9,361	8,006
Advertising	384	384	-	384	473
Vehicle	1,029	1,029	-	1,029	2,533
Copy Machine	1,459	1,459	-	1,459	2,289
Board of Directors	-	-	-	-	135
Repairs and Maintenance	1,880	1,880	-	1,880	1,466
Debt Service - Principle	11,060	11,060	(11,060)	-	-
Debt Service - Interest	9,373	9,373	-	9,373	10,454
Capital Outlay	3,227	3,227	(3,227)	-	-
Depreciation	-	-	25,515	25,515	24,349
Total Expenditures/Expenses	620,593	620,593	12,260	632,853	669,767
Excess (Deficiency) of Revenues over Expenditures	86,057	86,057	(86,057)	-	-
Change in Net Assets			73,797	73,797	36,883
<u>Fund Balance/Net Assets:</u>					
Beginning of the Year	93,429	93,429	98,462	191,891	155,008
Refund to Taxing Entities (Note 9)	(38,105)	(38,105)	-	(38,105)	-
Prior Period Adjustment (Note 11)	43,105	43,105	-	43,105	-
End of Year	\$ 184,486	\$ 184,486	\$ 86,201	\$ 270,688	\$ 191,891

The accompanying notes are an integral part of this financial statement.

BLANCO COUNTY APPRAISAL DISTRICT  
STATEMENT OF FIDUCIARY NET ASSETS - FIDUCIARY FUNDS  
DECEMBER 31, 2017

	Tax Fund	
	2017	2016
ASSETS:		
Cash and Cash Equivalents	\$ 244,435	\$ 168,094
Total Assets	\$ 244,435	\$ 158,038
LIABILITIES:		
Due to Others (Escrow/Misc)	244,435	168,094
Total Liabilities	\$ 244,435	\$ 168,094

The accompanying notes are an integral part of this financial statement.



BLANCO COUNTY APPRAISAL DISTRICT  
NOTES TO THE FINANCIAL STATEMENT  
DECEMBER 31, 2017

NOTE 1. SIGNIFICANT ACCOUNTING POLICIES

The Blanco County Appraisal District is governed by a Board of Directors consisting of five members who are elected by the participating governmental taxing entities within Blanco District. The primary function of the District is to provide uniform property values to the governmental taxing entities within Blanco District.

The accounting policies of the district conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

A. Reporting Entity

The District has developed criteria to determine if the activities of any outside agencies or organizations should be included within its financial statements. The criteria include the amount of oversight responsibility exercised by the District over the activities of an agency or organization, the scope of public service of an agency or organization, and the nature of any special financing relationships which may exist between the District and an agency or organization. Oversight responsibility includes financial interdependency, selection of the governing authority, designation of management, the ability to significantly influence operations, and accountability for fiscal matters. The District's financial statements include all funds over which the District exercises oversight responsibility. The District does not exercise oversight responsibility over any other reporting entity. Also, The District is not included as a part of any other reporting entity.

B. Government-Wide and Fund Financial Statements

The Statement of Net Assets and the Statement of Activities are government-wide financial statements. They report information on all the Blanco County Appraisal District nonfiduciary activities. *Governmental activities* include sources supported by taxes, fees and interest on investments.

The Statement of Activities demonstrates how other people or entities that participate in services the District operates have shared in the payment of the direct costs.

Fund Accounting

The accounts of the District are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in the accompanying financial statements into the following categories:

Governmental Funds

The government reports the following major governmental funds:

The general fund is the government's operating fund and accounts for all financial resources of the general government.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.



## Fiduciary Funds (Not included in government-wide statements)

Agency Fund-The tax fund is used to account for assets held by the District in its capacity as an agent for individuals, other governments, or other funds. This Fund is custodial in nature and has no equity, assets are equal to liabilities, and it does not have revenues and expenses.

### C. Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

The modified accrual basis of accounting recognizes revenues in the accounting period in which they become both measurable and available, and it recognizes expenditures in the accounting period in which the fund liability is incurred, if measurable, which is recognized when due. The expenditures related to certain claims and judgments are recognized when the obligations are expected to be liquidated with expendable available financial resources. The District considers all revenues available if they are collectible within 60 days after year end.

Revenues from local sources consist primarily of assessing fees from each participating taxing unit. The assessing fees and investment earnings are recorded as earned, since they are both measurable and available. Miscellaneous revenues are recorded as revenue when received in cash because they are generally not measurable until actually received.

### D. Assets, liabilities, and net assets or equity

#### 1. Deposits and investments

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

#### 2. Fixed Assets

##### Government-wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost, or estimated historical cost if actual is unavailable.

Donated assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible fixed assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Building	30 years
Furniture & Fixtures	7 years
Computers	5 years
Vehicle	5 years

### Fund Financial Statements

In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

#### 3. Compensated Absences

The District allows employees to accumulate vacation and sick leave with certain limitations. Sick leave of twelve days per year accumulates up to 30 days. Upon separation or termination of an employee in good standing, all unused vacation and sick leave up to 30 days will be paid to the employee. At December 31, 2017, the accumulated vacation and sick leave amount to \$67,838. This amount will be liquidated in future years and is reported as a liability in the government-wide statement of net assets.

#### 4. Long-Term Debt

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities.

In the fund financial statements, the face amount of debt issued is reported as other financing sources. Principal payments are recorded as debt service expenditures.

#### 5. Fund Equity

The District has implemented GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions." This statement provides more clearly defined fund balance categories to make the nature and extent of the constraints placed on a government's fund balances more transparent. The following classifications describe the relative strength of the spending constraints:

- Non-spendable fund balance – amounts that are not in non-spendable form (such as inventory) or are required to be maintained intact.
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.
- Committed fund balance – amounts constrained to specific purposes by the District itself, using its highest level of decision-making authority (i.e. Board of Directors). To be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest level action to remove or change the constraint.
- Assigned fund balance – amounts the District intends to use for a specific purpose. Intent can be expressed by the Board of Directors or by an official or body to which the Board of Directors delegates the authority.



- Unassigned fund balance – amounts that are available for any purpose. Positive amounts are reported only in the general fund.

The Board of Directors establishes (and modifies or rescinds) fund balance commitments by passage of a resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). Assigned fund balance is established by the Board of Directors through adoption or amendment of the budget as intended for specific purpose (such as the purchase of fixed assets, construction, debt service, or other purposes). The Board has assigned \$75,000 as an emergency reserve fund.

6. Use of Estimates

- a. The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

7. Budget - The District follows these procedures in adopting a budget for the year:

1. Before June 15 of each year, the chief appraiser prepares a budget for District operations for the following tax year and submits copies to each participating taxing unit and to the District board of directors. An estimate of the budgetary costs to be allocated to each taxing unit must be included.
2. Before September 15 the board must hold hearings on, make amendments to and finally approve the budget. Each participating taxing unit must receive at least 10 days written notice of the place, date and time for such hearings.
3. The board may amend the approved budget at any time, but the secretary of the board must deliver a written copy of the proposed amendment to each participating taxing unit not later than the 30th day before the date the board acts on it.

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Assets

Total Fund Balance - Governmental Fund	\$ 184,486
1. Capital assets used in governmental activities are not financial resources and therefore are not reported in governmental funds. At the beginning of the year, the cost of these assets was \$644,749 and the accumulated depreciation was \$279,885. The effect of including the beginning balances for capital assets (net of depreciation) in the governmental activities is to increase net assets.	364,864
2. Current year capital outlays are expenditures in the fund financial statements, but they should be shown as increases in capital assets in the government-wide financial statements. The net effect of including the 2017 capital outlays is to increase net assets.	3,227

3.	The 2017 depreciation expense increases accumulated depreciation. The net effect of the current year's depreciation is to decrease net assets.	(25,515)
4.	Long-term debt (loan payable and compensated absences) are not due and payable in the current period, and therefore, is not reported as a liability in the fund.	
	Loans Payable	(188,536)
	Compensated Absences	<u>(67,838)</u>
	Net Assets of Governmental Activities	<u>\$ 270,688</u>

Reconciliation of the Governmental Fund Statement of Revenues, Expenditure, and Changes in Fund Balance to the Statement of Activities

	Total Net Change in Fund Balances - Governmental Funds	\$ 86,057
1.	Current year capital outlays are expenditures in the fund financial statements, but they should be shown as increases in capital assets in the government-wide financial statements. The net effect of removing the 2017 capital outlays is to increase net assets.	3,227
2.	Depreciation is not recognized as an expense in governmental funds since it does not require the use of current financial resources. The net effect of the current year's depreciation is to decrease net assets.	(25,515)
3.	Repayment of loan principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	11,060
4.	Certain long-term liabilities are accrued at the government-wide level but not at the fund level. This is the current year change in those liabilities, not reported as expense in the statement of activities (compensated absences).	<u>(1,032)</u>
	Change in Net Assets of Governmental Activities	<u>\$ 73,797</u>

NOTE 3. DEPOSITS AND INVESTMENTS

The funds of the District must be deposited and invested under the terms of a contract, contents of which are set out in the **Depository Contract Law**. The depository bank places approved pledged securities for safekeeping and trust with the District's agent bank in an amount sufficient to protect District funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation ("FDIC") insurance.

At December 31, 2017, the carrying amount of the District's deposits was \$180,462 in the General Fund and the bank balance was \$188,289 and \$244,252 in the Tax Agency Fund and the bank balance was \$3,306,862. The District's cash deposits at December 31, 2017 were entirely covered by FDIC insurance and pledged securities.



The **Public Funds Investment Act** (Government Code Chapter 2256) contains specific provisions in the areas of investment practices, management reports and establishment of appropriate policies. Among other things, it requires the District to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, (9) and bid solicitation preferences for certificates of deposit. Statutes authorize the District to invest in (1) obligations of the U.S. Treasury, certain U.S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) mutual funds, (8) investment pools, (9) guaranteed investment contracts, (10) and common trust funds. The Act also requires the District to have independent auditors perform test procedures related to investment practices as provided by the Act. The District is in substantial compliance with the requirements of the Act and with local policies.

Policies Governing Deposits and Investments

The **Public Funds Investment Act** addresses the following risks:

**Custodial Credit Risk - Deposits:** This is the risk that in the event of bank failure, the District's deposits may not be returned to it. The District was not exposed to custodial credit risk since its deposits at year-end were covered by depository insurance or by pledged collateral held by the District's agent bank in the District's name.

**Other Credit Risk:** There is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. At December 31, 2017, the District was not exposed to concentration of credit risk, interest rate risk or foreign currency risk.

**NOTE 4. OPERATIONS**

The district's operations are financed by payments from each participating taxing unit. Each unit's portion of the total cost is determined by the proportion its total property tax levy bears to the total amount of property taxes imposed in the District by all participating units. Each taxing unit pays its allocation in four equal payments. A summary of the allocation for 2017 follows:

	Budget		Actual Received
	Original Amount	Corrected Amount	
County of Blanco	\$ 154,474	\$ 159,374	\$ 159,374
Blanco I.S.D.	242,946	236,579	236,579
Johnson City I.S.D.	223,655	222,618	222,618
City of Blanco	11,801	14,204	14,204
City of Johnson City	17,030	17,781	17,781
North Blanco Emergency Service District	21,553	21,622	21,622
South Blanco Emergency Service District	22,683	22,204	22,204
Blanco - Pedernales Groundwater District	10,246	10,118	10,118
Fredericksburg I.S.D.	2,261	2,151	2,151
<b>Totals</b>	<b>\$ 706,650</b>	<b>\$ 706,650</b>	<b>\$ 706,650</b>

NOTE 5. GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance 1/1/17	Additions	Deletions	Balance 12/31/17
<u>Governmental Activities -</u>				
Land	\$ 66,041	\$ -	\$ -	\$ 66,041
New Building	318,258	-	-	318,258
Office Furniture & Fixtures	43,093	1,055	-	45,265
Computers	192,199	2,172	-	193,254
Vehicle	25,158	-	-	25,158
Totals	<u>\$ 644,749</u>	<u>\$ 3,227</u>	<u>\$ -</u>	<u>\$ 647,976</u>
Less Accumulated Depreciation	(279,885)	(25,515)	-	(305,400)
Capital Assets, Net	<u>\$ 364,864</u>	<u>\$ (22,288)</u>	<u>\$ -</u>	<u>\$ 342,576</u>

NOTE 6. LOAN PAYABLE

Changes in long-term debt appear below:

	Balance 1/1/17	Issued	Retired	Balance 12/31/17	Due Within One Year
Loan Payable - Blanco National Bank	<u>\$ 199,596</u>	<u>\$ -</u>	<u>\$ 11,060</u>	<u>\$ 188,536</u>	<u>\$ 11,076</u>

The District obtained a loan from the Blanco National Bank for construction of an office building. The total loan amount of \$257,906 is due in monthly installments of \$1,702.77 (including interest at 5%) until maturity on May 7, 2030.

Estimated principal and interest requirements to maturity are as follows:

Year Ended	Principal	Interest	Total
2018	\$ 11,076	\$ 9,357	\$ 20,433
2019	11,652	8,781	20,433
2020	12,234	8,199	20,433
2021	12,894	7,539	20,433
2022 – 2026	75,233	26,933	102,166
2027 – 2030	66,160	6,266	72,426
TOTALS	<u>\$ 188,536</u>	<u>\$ 67,077</u>	<u>\$ 255,612</u>

NOTE 7. EMPLOYEE BENEFITS

In addition to the social security program, the District provided a benefit plan for its employees by contributing a percentage (up to 10.7% in 2017) of the employees' gross salary to an individual retirement account. For 2017, the District contributed \$32,499 for this benefit plan. This amount is



included as an expenditure in the accompanying financial statements.

#### NOTE 8. OPERATING LEASES

The District leases a copy machine (\$100.80 per month) and a postage machine (\$992.16 per quarter). The District paid a total of \$1,459 for the copier lease and \$3,227 for the postage machine lease in 2017. Future minimum lease payments on these operating leases are as follows:

<u>Year</u>	<u>Amount</u>
2018	\$ <u>5,789</u>

#### NOTE 9. FUND BALANCE - REFUND TO TAXING ENTITIES

Prior fund balances must be credited against each taxing unit's allocated payments in the following year in accordance with Section 6.06 of the Property Tax Code. The District refunded to the taxing entities \$38,105 from the postage reserve in 2017 and credited against their allocations \$19,152 in 2018.

#### NOTE 10. RISK MANAGEMENT

The Appraisal District is exposed to various risks of loss relating to general liability, the accidental loss of real and personal property, damage to District assets, error and omissions and personnel risks which relate to workers compensation. The District carries commercial insurance in order to manage the above listed risks. The District also provides group health insurance coverage for full time employees through a commercial insurance carrier.

#### NOTE 11. PRIOR PERIOD ADJUSTMENT

The District recorded a prior period adjustment of \$43,105 for a postage reserve account that had accumulated over the years. The District refunded \$38,105 to the taxing entities and left the remaining \$5,000 as a reserve account. The net effect on the general fund balance/net assets was an increase of \$5,000. The restated beginning fund balance was \$98,429 and the beginning net assets was \$196,891.

#### NOTE 12. SUBSEQUENT EVENTS

The District has evaluated subsequent events through December 1, 2018, the date which the financial statements were available to be issued. The District is not aware of any subsequent events that materially impact the financial statements.

REQUIRED SUPPLEMENTARY INFORMATION

BLANCO COUNTY APPRAISAL DISTRICT  
 REQUIRED SUPPLEMENTARY INFORMATION - BUDGETARY COMPARISON SCHEDULE -  
 GENERAL FUND - FOR THE YEAR ENDED DECEMBER 31, 2017

	Corrected Budget	Actual	Variance with Final Budget Positive (Negative)
<u>Revenues:</u>			
Assessing Fees (Note 4):			
County of Blanco	\$ 159,374	\$ 159,373	\$ -
Blanco Independent School District	236,579	236,579	-
Johnson City Independent School District	222,618	222,618	-
City of Johnson City	17,781	17,781	-
City of Blanco	14,204	14,204	-
South Blanco Emergency Service District	22,204	22,204	-
North Blanco Emergency Service District	21,622	21,622	-
Blanco - Pedernales Groundwater District	10,118	10,118	-
Fredericksburg Independent School District	2,151	2,151	-
Total Revenues	<u>706,650</u>	<u>706,650</u>	<u>-</u>
<u>Expenditures:</u>			
Operations:			
Salaries	\$ 368,096	\$ 339,893	\$ 28,203
Employee Benefits	38,000	32,499	5,501
Health Insurance	84,000	65,434	18,566
Worker's Comp	1,150	1,041	109
Payroll Taxes	27,000	24,007	2,993
Computer Services	39,000	38,738	262
Professional Fees	12,000	11,948	52
Board of Review	5,000	4,331	669
Pictometry	25,000	23,907	1,093
Education and Dues	7,000	5,156	1,844
Office Supplies	15,080	12,840	2,240
Utilities	8,000	5,344	2,656
Postage/Meter Rental	14,093	11,047	3,046
Telephone	8,000	6,635	1,365
Insurance	9,100	9,361	(261)
Advertising	307	384	(77)
Vehicle	5,000	1,029	3,971
Copy Machine	2,500	1,459	1,041
Board of Directors	700	-	700
Repairs and Maintenance	2,000	1,880	120
Janitorial Services	-	-	-
Capital Outlay	10,000	3,227	6,773
Debt Service	20,435	20,433	2
Total Expenditures	<u>701,461</u>	<u>620,593</u>	<u>80,868</u>
Excess (Deficiency) of Revenues over Expenditures	5,189	86,057	80,868
<u>Fund Balance/Net Assets:</u>			
Beginning of the Year	93,429	93,429	-
Refund to Taxing Entities (Note 9)	-	(38,105)	(38,105)
Prior Period Adjustment (Note 11)	-	43,105	43,105
End of the Year	<u>\$ 98,618</u>	<u>\$ 184,486</u>	<u>\$ 85,868</u>

The accompanying notes are an integral part of this financial statement.

SUPPLEMENTAL SCHEDULES

BLANCO COUNTY APPRAISAL DISTRICT  
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES  
AGENCY FUND  
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance January 1, 2017	Additions	Deductions	Balance December 31, 2017
<b>TAX COLLECTION AGENCY FUND</b>				
Assets:				
Cash and Cash Equivalents	\$ 168,094	\$ 28,567,612	\$ 28,491,454	\$ 244,252
Liabilities:				
Due to Others:				
City of Blanco	\$ -	\$ 479,127	\$ 479,127	-
City of Johnson City	-	624,716	624,716	-
South Blanco-				
Emergency Svc District #2	-	779,394	779,394	-
County of Blanco	-	5,728,482	5,728,482	-
Blanco Pedernales-				
Ground Cons. District	-	355,217	355,217	-
North Blanco-				
Emergency Svc District #1	-	762,667	762,667	-
Blanco ISD	-	10,595,866	10,595,866	-
Johnson City ISD	-	9,042,915	9,042,915	-
Appraisal District	-	-	-	-
Escrow/Miscellaneous	168,094	199,229	123,071	-
Total Liabilities	<u>\$ 168,094</u>	<u>\$ 28,567,612</u>	<u>\$ 28,491,454</u>	<u>\$ 244,252</u>
<b>TOTAL AGENCY FUNDS</b>				
Assets:				
Cash and Cash Equivalents	\$ 168,095	\$ 28,567,612	\$ 28,491,454	\$ 244,252
Liabilities:				
Due to Others	<u>\$ 168,094</u>	<u>\$ 28,567,612</u>	<u>\$ 28,491,454</u>	<u>\$ 244,252</u>

BLANCO COUNTY APPRAISAL DISTRICT  
SUMMARY OF ESCROW VIT ACCOUNT  
YEAR ENDED DECEMBER 31, 2017

The vehicle inventory tax escrow account was set up to accumulate monthly deposits from the local automobile dealer's motor vehicle inventory tax collected. Any interest generated by an escrow account as provided by Texas Property Tax Code Sec. 23.122 is the sole property of the collector.

Cash in Bank	\$ <u>173</u>
Amount Due to Taxing Entities	\$ <u><u>173</u></u>





February 12, 2019

Honorable Laura Walla  
Blanco County Clerk  
101 E. Cypress/P.O. Box 65  
Johnson City, TX 78636

RE: Archival Digitization & Archival Indexing of Land Records and Plats

Dear Hon. Laura Walla,

The proposal addresses the archival digitization (including image capture and processing), and archival indexing of 118 volumes of Land Records and 690 Plat Records for the Blanco County Clerk's Office. This project is presented by Kofile Technologies, Inc. (Kofile). All pricing is good for 90 days from the date of this proposal.

#### PROJECT UNDERSTANDING

At Kofile, each project is unique and deserves special attention. Preservation minimizes chemical and physical deterioration to prolong the original's existence and useful life. Oftentimes, this includes preserving and removing the original from public access, and creating a security copy. Preservation can incorporate conservation, treatment, stabilization, preventative care, or digitization—or any maintenance or repair.

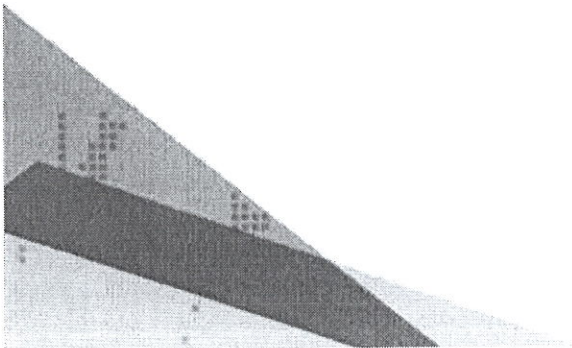
#### INFORMATION REQUESTS

"Hot Shots," or County information requests, are available via fax or email. Upon receipt of a Hot Shot, Kofile will flag the requested record and verify inventory control, pull supporting paperwork, and email/fax a response to the requester or alternate. The turnaround time for Hot Shots will meet or exceed the County Clerk's requirements. Requests for plats are handled accordingly. If the County has a plat printer, then Kofile can email a working copy image for immediate printing. If not, and a reasonable number of hard copies are required, then Kofile will print and ship the plat directly to the County.

#### OWNERSHIP OF DATA

All Blanco County records (including volumes, document, digital images, metadata, and microfilm) serviced by Kofile shall remain the property of Blanco County. This policy is applicable to any agreement, verbal or written, between Blanco County and Kofile.

- ▶ The records are not used by Kofile other than in connection with providing the services pursuant to any agreement between Kofile and Blanco County.
- ▶ The records are not disclosed, sold, assigned, leased, or otherwise provided to third parties by Kofile.
- ▶ The records are not commercially exploited by or on behalf of Kofile, its employees, officers, agents, invitees, or assigns, in any respect.

A decorative graphic in the bottom left corner consisting of several overlapping, semi-transparent geometric shapes in shades of grey and black, creating a layered, abstract effect.

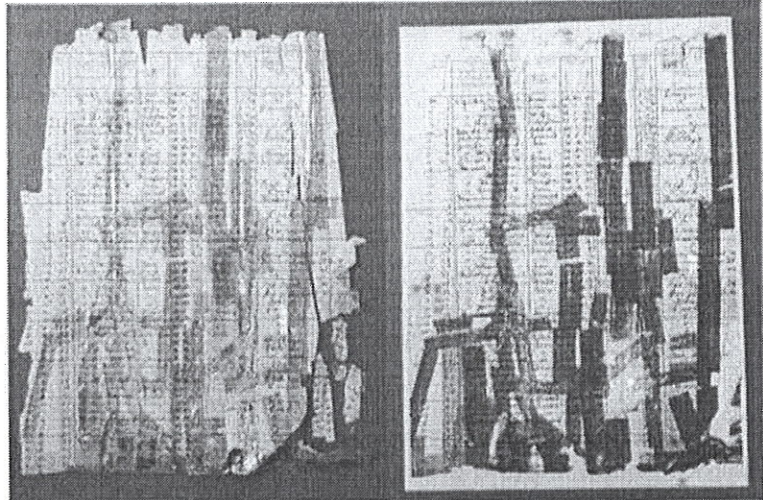
6300 CEDAR SPRINGS ROAD, DALLAS, TEXAS 75235  
P: 214/442.6668 F: 214/442.6669 WWW.KOFILE.COM

## ARCHIVAL DIGITIZATION

Imaging a document and digitizing a collection creates an electronic representation of the original archival record. This is not meant to replace the record, but to aid in its preservation. The image serves as a reference tool and is a back-up if the original is damaged or destroyed.

Kofile does not subscribe to the "scan it and forget it" philosophy. Materials are addressed according to condition and fold endurance without blind, automatic scanner feeds.

Technicians are trained to handle fragile and historical documents. Many projects involve re-imaging what low-bid vendors have already imaged. Kofile invests in the best hardware and software. With Kofile, images are the highest quality and are free of distortion and loss of information due to image capture. Upon request, Kofile stores an electronic security back up of all images in case of loss, damage, or destruction by fire or natural disaster.



*What would this image look like if imaged "AS IS?"*

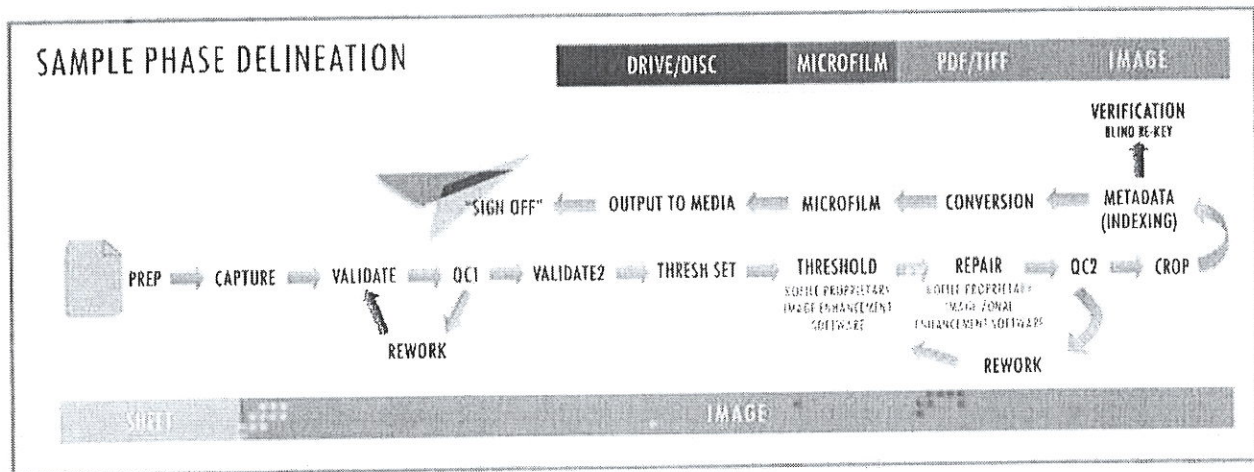
*The tape compromises image legibility.*

### Imaging Overview

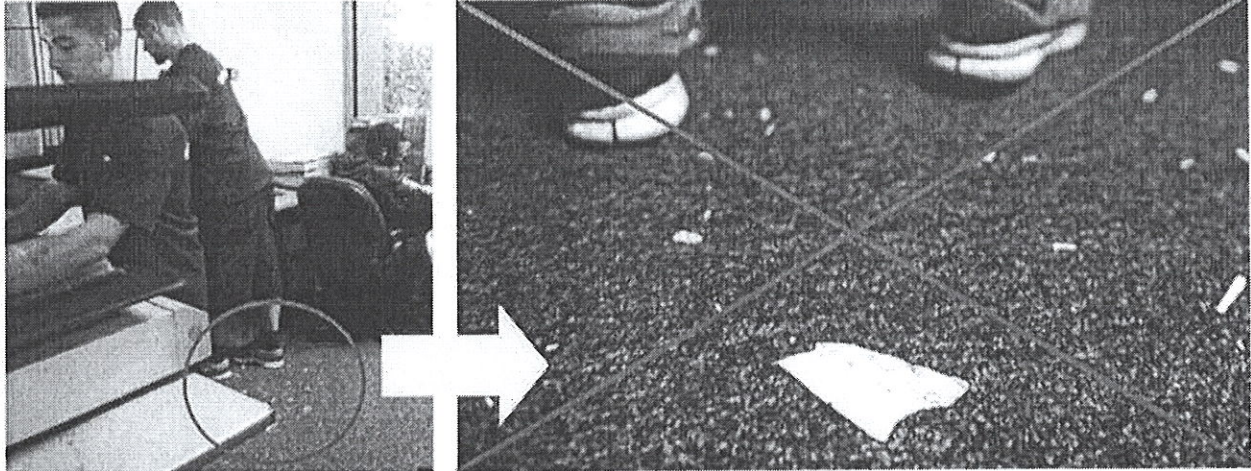
Images are captured at a minimum of 300 dpi at 256 bi-tonal or gray levels. Images accumulate as Group IV bi-tonal images in a standard TIFF or PDF format. Images are optimized and scaled for system output. Effectiveness and minimum legibility of the scanning process is verified through rigorous and systematic quality control.

### Image Capture

Domain specific knowledge is necessary. A vendor that does not understand permanent asset collections may address the County's files as disposable. Kofile's operators observe each page during capture. For faint or illegible pages, the operator marks the page, readjusts the scanner, and employs contrast tools. If unsuccessful, it is flagged for a quality







*The article implies that partial document destruction is normal. This is unacceptable and contrary to any preservation standard. Kofile has the experience and expertise to handle fragile documents and address the physical preservation of the source document.*

Source: Higgins, Jessie, "Recorder's Office Preserving Oldest County Records by Digitizing Them: Some Century-Old Pages Crumble When Touched." *Courier Press*, August 21, 2013 <[www.courierpress.com/news/local-news/digitizing-historical-records](http://www.courierpress.com/news/local-news/digitizing-historical-records)> and <[www.courierpress.com/news/local-news/county-digitizes-century-old-records](http://www.courierpress.com/news/local-news/county-digitizes-century-old-records)>.

assurance assessment. The page is treated with a "Best Possible Image Indicator" or further enhancements. Kofile always defaults to U.S. National Archives and Records Administration (NARA) technical guidelines for digitization.

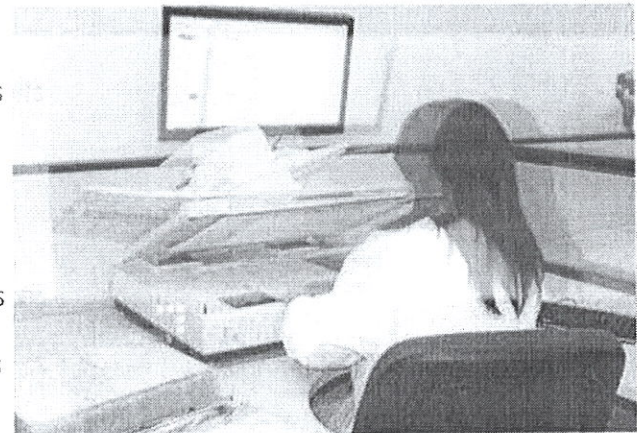
#### *Image Processing and Enhancement*

*IMAGE PERFECT*, a proprietary software, ensures optimum image quality. It uses custom image clean up and enhancements such as deskew, despeckle, character repair, and zonal processing. When documents vary in size and density, this programming ensures uniformity. Its proprietary algorithms are critical for capturing different densities and quality levels in a collection. Among the many common problems the software automatically addresses include at capture:

- White-on-white images
- Synchronizing images from different scanners
- Floating page cropping & segmentation
- Rotating & de-skewing images
- Tone correction
- Resolution adjustments
- Metadata Normalization

This proprietary software is a digital SLR-based system. Kofile utilizes the Microsoft® SQL database as the underpinning for the production systems. The software also allows operators to build and edit image processing scripts interactively. The image processing scripts can be saved for batch processing. It also has progress tracking capabilities and can identify exceptions. Supervisors manage and correct problems quickly and efficiently.

*IMAGE PERFECT* allows repair of the displayed image without rescanning, which could compromise image integrity. Kofile maintains 100% document integrity and image control with exclusive Image Locking capabilities. Processing procedures do not allow information

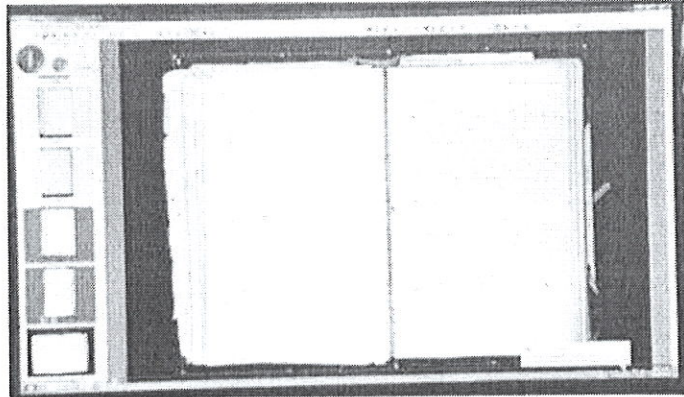




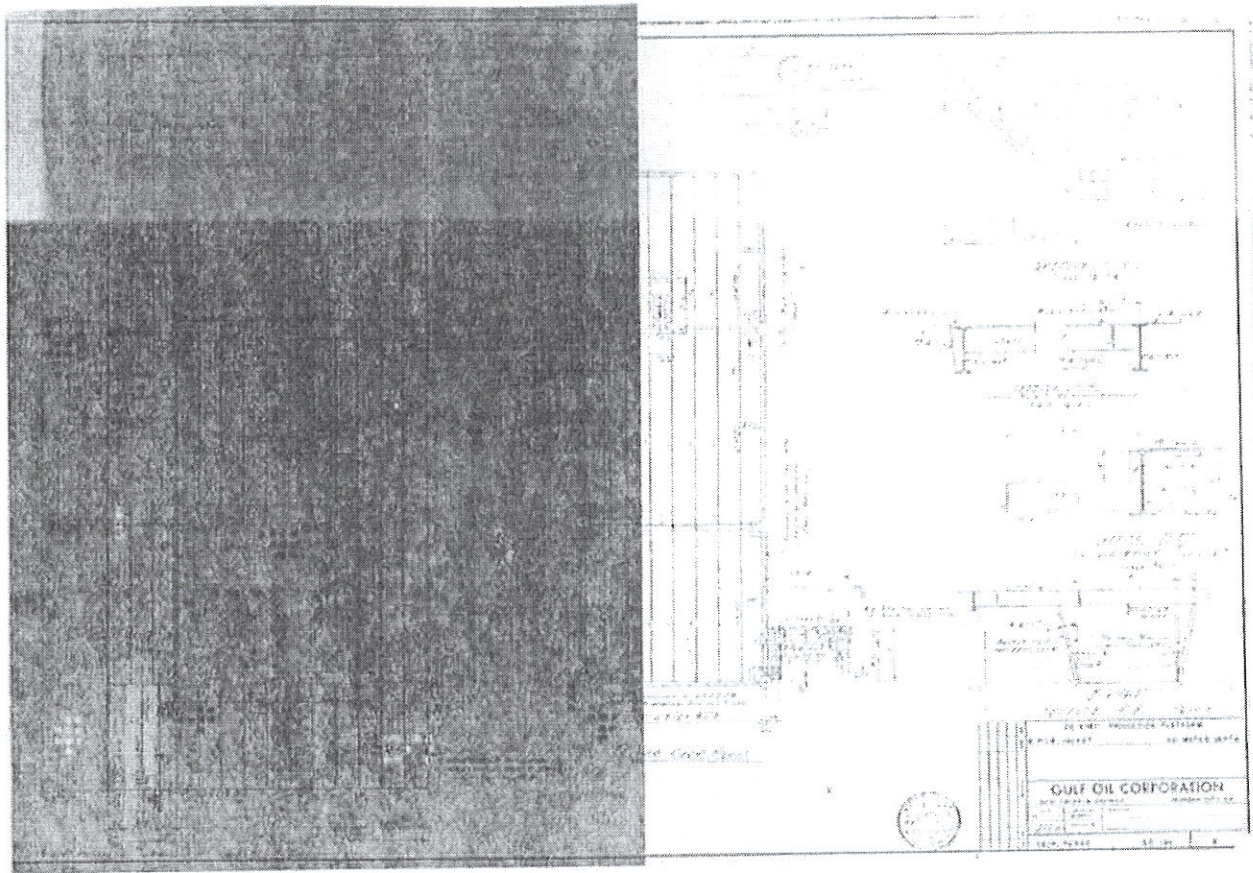
from rescanned pages to cut and paste into the incorrect page. Images are zonal enhanced to improve readability.

*Quality Targets* (pictured) establish the baseline digital capture quality at capture. *Quality Targets* serve as the foundation for quality assurance analysis. *IMAGE PERFECT* measures, at a minimum, for the following attributes:

- Target dpi
- Target Tone scale & correction
- Color Management
- Brightness/Contrast Correction
- Gamma Adjustment
- White Balancing
- Page Orientation
- Exposure uniformity
- Color reproduction data



*Images, even those from different devices, are "normalized" as if from one scanner. Rather than using ad-hoc algorithms and tricks, this software measures image quality and propagates this data through the imaging chain. The Quality Targets establish the baseline digital capture quality of the scanner at the time of scanning.*



*Examples of imaging before (L) and after (R) image cleanup and enhancements.*



Annotations are supported to allow the addition of Book Name, Volume, and Page on the image. Image quality metadata is captured as part of the image header along with a secured digital signature that certifies the fidelity and integrity of every image scanned.

### *Quality Control (QC)*

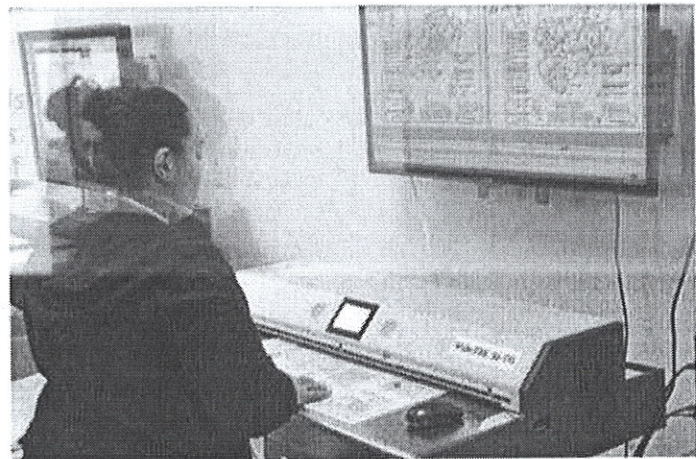
QC ensures that all images are certified. Each image is sight checked to ensure there are no missing pages, double feeds, or "A" pages (added to the original book). The County can receive an image log noting the steps employed. Quality assurance involves three major thresholds for 100% review inspection: during preparation, scanning, and post-scanning. Then, work undergoes a statistical, random, batch-based review of 8% of the inventory before delivery. The three checkpoints for 100% review and the batch-based 8% review establish the control levels for inspection of the finished product.

### *Advanced Equipment*

Kofile can scan mixed-sized and large-format documents. Kofile employs a range of scanners to tailor imaging services to the document that requires imaging. All of scanners employ page detection to adjust for varying sizes of paper and, more importantly, thicknesses to reduce "pull-throughs" on thin papers following thick bond. Fragile documents are imaged by hand and not fed through an automated Document feeder. Kofile's technicians are trained to handle fragile documents.

### *Wide-Format*

This wide-format duplex scanner digitizes two-sided printed documents up to 36" in width. The scanner needs only 2.5 seconds to scan both sides of the page in a single pass at a resolution of 300 dpi. This scanner ensures the best possible gentle document transport and digitizes historical and fragile documents without damage to the source document.



### ARCHIVAL INDEXING

Data integrity is essential. Kofile's goal is to provide consistently keyed fields. Kofile's proprietary indexing software and keying procedures provides proven 99.25% accuracy. This will improve document retrieval and build a dependable, searchable database for Blanco County's staff and patrons.

Kofile performs key entry at least twice for every field. Following the initial field key entry, the record displays to a second technician. This individual also keys the field (termed a "blind re-key"). The software compares the entries. If they do not match, the record is sent to a supervisor. This supervisor identifies the problem with the field entry and determines if it is a one-time keying error or a prevailing issue. The supervisor decides if a new keying standard is needed. The record is then sent to another technician and keyed again. **With this methodology, each field is blind-keyed three times.**

During quality control (QC), managers and supervisors internally research and answer questions about any problematic process. If the County Clerk is required to provide input, Kofile will directly contact the County for a clarification and/or decision. Client involvement demonstrates Kofile's pride in building successful professional relationships.

Prior to indexing, Kofile conducts a comprehensive assessment of the County's indexing specifications. This includes documenting established methods of indexing specific instruments, clarifying terminology, and determining the standards used to enter names, dates, and other basic required information. This analysis produces essential information to ensure the metadata's accuracy and integrity, and identify the following:

- ▶ *cross-indexed documents*
- ▶ *differentiation between individual names & corporation names*
- ▶ *government departments & agencies*
- ▶ *alternate & alias names*
- ▶ *abbreviations, titles, & naming consistency (e.g., hyphens, nos., spaces, & suffixes)*

Taking additional time for a thorough examination of the County's particular requirements allows for accurate and consistent indexes, guaranteeing quick searches for users.

For this project, Kofile has identified the following required fields. Any amendments will be communicated to the County Clerk with an exception list for the County to match and scan the amendment and the record themselves. **Exceptions are expected. Kofile will establish rules for these abnormalities once the project commences.**

#### REAL PROPERTY RECORDS:

- ◊ Document Type
- ◊ Instrument No.
- ◊ Document Date
- ◊ File Date
- ◊ Book, Volume, Page Numbers
- ◊ Grantor(s)
- ◊ Grantee(s)
- ◊ Brief Legal Description

#### PLAT RECORDS:

- ◊ Document Number (if given)
- ◊ Cabinet/Slide
- ◊ Plat Volume (if given)
- ◊ Plat Page (if given)
- ◊ Grantor- Property owner (Dedicator)
- ◊ Grantee-Property name (subdivision name)
- ◊ Property is indexed with Addition name only

#### IF NO OWNER IS GIVEN, KOFIL INDEXES:

- ◊ Grantor-Property Name
- ◊ Grantee- Public & Plat filing

*Example: Public Cabinet-G Slide-61*



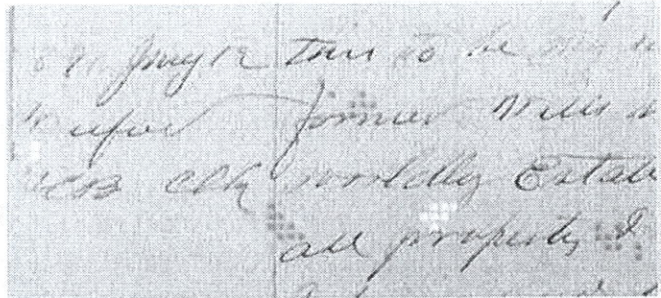
## QUICKLINK® LITE ACCESS SOLUTION

QUICKLINK® LITE is a custom software solution that provide an electronic search of Index Book images. It expedites a county's digital imaging and indexing initiatives.

This solution offers reduced cost and liability as an alternative to full Indexing—especially the costs associated with handwritten records. Manuscript data is expensive to index due to the significant time and increased level of difficulty required to transcribe information and interpret handwriting styles.

QUICKLINK® LITE maps the grantor or grantee's index entry and retrieves the image of the associated index book page. QUICKLINK® is a browser-based and web-hosted interface. It is incredibly user-friendly, and incorporating a digital retrieval reduces wear on the oversized original index books. See the search parameters exemplified below.

*Typical queries by title companies, abstractors, or attorneys require data older than 30 years. QUICKLINK® automates searches, and provides significant cost savings from full indexing.*



*Once the index entry is located via alphabetical search, access the physical volume in the clerk's office to locate the desired record.*

### Search Index Books

Type:

Year:

Parties:

Last Name:

First Name:



### Search Index Books

Type:

Year:

Parties:

Last Name:

First Name:

### Legend

- Next Page = Shift + > key
- Previous Page = Shift + < key
- Zoom In = Ctrl + + key
- Zoom Out = Ctrl + - key
- Print = Ctrl + P key

### GENERAL INDEX OF DEEDS.--Direct.

Date of Recording

Book	Page	Book	Page	Book	Page	Book	Page
100	100	100	100	100	100	100	100
101	101	101	101	101	101	101	101
102	102	102	102	102	102	102	102
103	103	103	103	103	103	103	103
104	104	104	104	104	104	104	104
105	105	105	105	105	105	105	105
106	106	106	106	106	106	106	106
107	107	107	107	107	107	107	107
108	108	108	108	108	108	108	108
109	109	109	109	109	109	109	109
110	110	110	110	110	110	110	110
111	111	111	111	111	111	111	111
112	112	112	112	112	112	112	112
113	113	113	113	113	113	113	113
114	114	114	114	114	114	114	114
115	115	115	115	115	115	115	115
116	116	116	116	116	116	116	116
117	117	117	117	117	117	117	117
118	118	118	118	118	118	118	118
119	119	119	119	119	119	119	119
120	120	120	120	120	120	120	120

Users can quickly navigate between index book pages.



## PROJECT OVERVIEW

This project is presented via Kofile's GSA Contract No. **GS-35F-275AA**. Please reference this contract number on the County P.O. Without a signed agreement, prices are good for 90 days. All pricing is based on estimated plat counts and plat conditions. Pricing will be finalized upon arrival and review at the Kofile lab. Final billing occurs on actuals per mutually agreed upon pricing, not to exceed the P.O. without written authorization.

BLANCO COUNTY CLERK PROJECT PRICING						
REAL PROPERTY RECORDS						
RECORD SERIES TITLE	VOLS./DATES	QTY.	EST. TOTAL PAGES	EST. TOTAL DOCUMENTS	LEVEL OF SERVICE	PRICE QUOTE
Index to Deeds Direct/Reverse	1876-1991	11 vols.	7,150		IM/QL Lite	\$12,512.50
Deeds of Trust	1-91 (end date 12/29/93)	89 vols.	95,946	46,273	IM/ID	\$175,652.26
Oil & Gas	1-18 (end date 9/22/93)	18 vols.	11,284	6,638	IM/ID	\$25,197.56
QuickLink® Lite Site Set Up Fee (One time) and First Year Maintenance & Support						\$6,548.75
PROJECT SUBTOTAL (118 volumes, 97,098 pages)						\$219,911.07

PLAT RECORDS						
RECORDS SERIES TITLE	CABINET NO	PLAT COUNT	SHEET SIZE	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Plat Cabinet	1	399	24 x 18	Maps are in zippered sleeves & good condition.	IM/ID	\$7,948.08
Plat Cabinet	2	84	24 x 36		IM/ID	\$1,673.28
Plat Cabinet	3	117	24 x 18		IM/ID	\$4,123.44
PROJECT SUBTOTAL						\$13,744.80

<b>GRAND TOTAL</b>	<b>\$233,655.87</b>
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**PROJECT ACCEPTANCE**

\_\_\_\_\_

*Signature/Title of Authorized County Representative*

\_\_\_\_\_

*Date*

**PAYMENT PLAN S**

Years	Average Payment
1	\$233,655.87
2	\$116,827.935
3	\$77,885.29
4	\$58,413.9675

QuickLink® Lite licensing, maintenance, and support is billed annually in advance of the service year. At Year Six, billing is subject to an increase not to exceed 10%.

<b>QUICKLINK® LITE MAINTENANCE &amp; SUPPORT</b>
<b>\$1,813.50 per Year</b>

Records receive the following services as appropriate.

(IM) Archival Digitization—Image Capture, Processing, & Enhancements

- Capture at a minimum of 300 dpi at 256 gray levels. Images accumulate as Group IV bi-tonal images as a standard TIFF or PDF.

- Kofile's IMAGE PERFECT application software uses custom image clean up and enhancements such as deskew, despeckle, character repair, and zonal processing.
- Page Validation (Automated PG. Numbering for Validation).
- Annotations (Book, Volume, & Page) can be electronically added to the image on request.
- Images are named (tagged for directory file structure) by Book, Volume, & Page.
- When multiple documents (Deeds, etc.) exist on a single page, images are split so that each document is viewable individually.
- Each image is certified and sight-verified during quality control.
- County receives one MASTER in a suitable medium (e.g., thumb drive, hard drive, DVD, CD). Kofile can hold a security copy of the images for safe keeping.

(QL) QuickLink® Lite Indexing

- QuickLink® Lite indexing & image stitching (as applicable). QuickLink® Lite software setup & training. Licensing, maintenance, & support for the first year.

(iD) Archival Indexing

- Key & Blind Re-Key Verify All Documents.
- Real Property and Plat Indexing Fields, where applicable, as identified herein.
- Create a pipe-delimited index file.
- Excludes services for Index Books.

Other Included Services:

- Pricing includes removal and replacement of plats from zippered sleeves.
- Upon receipt of maps, Kofile Digitization Lab staff can identify maps with color markings (e.g., blue line, red pen markings, illustrations, etc.) and notify the Clerk's office for review. With County approval, Kofile can capture these maps in full color. This service, including any applicable labor charges, is available at an extra \$20.50 per image.
- Kofile can store electronic copies off-site as disaster recovery backups. All data is solely the property of the County, and Kofile does not sell or grant unauthorized access to the County's records or data.

## GSA LINE ITEMS

To purchase via GSA, follow Blanco County's applicable purchasing requirements. When a PO is issued, it must reference Kofile's **GSA Contract Number GS-35F-275AA**. Kofile is

	ITEM NO.	DESCRIPTION	QTY.	UNIT PRICE	LINE ITEM TOTAL
GSA BILLING LINE ITEMS	TCS005	Graphic Artist I	483.6929	\$65.00/Hour	\$31,440.04
	TCS006	Graphic Artist II	482	\$75.00/Hour	\$36,150.00
	TCS007	Information Assurance Engineer I	1141.032	\$65.00/Hour	\$74,167.08
	TCS008	Information Assurance Engineer II	1138	\$75.00/Hour	\$85,350.00
	TCS012	System Consultant (Setup)	41.7118	\$157.00/Hour	\$6,548.75
	TCS012	System Consultant (Maintenance & Support—Billed after 1-year anniversary of go-live)	TBD	\$157.00/Hour	TBD
					PROJECT TOTAL



responsible for reporting the sale to GSA and there is a 0.75% fee built in the client's quote for the order. GSA line items are billed per hourly charges for the work performed:

## PROJECT INVENTORY & ITEMIZED PRICING

Please see the following for the itemized project inventory and pricing per volume for Land Records. Please

FORMAT KEY			
OS	Oversized	T	Typescript
LL	Loose Leaf		

PROJECT INVENTORY & ITEMIZED PRICING									
RECORD SERIES TITLE	VOLUME	DATE	QTY.	EST. TOTAL PAGES	EST. TOTAL DOCS./LINKS	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
General Index to Deeds - Direct	1	1876-1914	1 vol.	650	27,073	OS/LL/T	Transcribed	IM/QL Lite	\$1,137.50
General Index to Deeds - Reverse	1	1876-1914	1 vol.	650	27,073	OS/LL/T	Transcribed	IM/QL Lite	\$1,137.50
General Index to Deeds - Direct & Reverse	B	1883-1911	1 vol.	650	27,073	OS/LL/T	Transcribed	IM/QL Lite	\$1,137.50
	A-Z	1914-1923 (1930)	1 vol.	650	27,073	OS/LL/T	Transcribed. Original labeled Vol. 3	IM/QL Lite	\$1,137.50
Index to Deeds - Direct & Reverse	4	1923-1930	1 vol.	650	27,073	OS/LL/T	Transcribed. Original labeled Vol. 4	IM/QL Lite	\$1,137.50
Index to Deeds - Direct	A-Z	1931-1959	1 vol.	650	27,073	OS/LL/T	Transcribed	IM/QL Lite	\$1,137.50
	A-Z	1959-6/30/1977	1 vol.	650	27,073	OS/LL/M		IM/QL Lite	\$1,137.50
Index to Deeds - Reverse	A-Z	1931-1958	1 vol.	650	27,073	OS/LL/T	Transcribed	IM/QL Lite	\$1,137.50
	A-Z	1959-1977	1 vol.	650	27,073	OS/LL/M		IM/QL Lite	\$1,137.50
Index to Deeds - Direct	A-Z	1977-1991	1 vol.	650	27,073	OS/LL/M		IM/QL Lite	\$1,137.50
Index to Deeds - Reverse	A-Z	1977-1991	1 vol.	650	27,073	OS/LL/M		IM/QL Lite	\$1,137.50
Deed of Trust - Transcribed	1-2		1 vol.	1,280	753			IM/ID	\$2,858.34
	3-4		1 vol.	1,280	753			IM/ID	\$2,858.34
	5		1 vol.	500	294			IM/ID	\$1,116.12
	6		1 vol.	600	353			IM/ID	\$1,339.94
	7-30		24 vols.	15,600	9,176			IM/ID	\$34,832.48
Deed of Trust	31		1 vol.	188	111			IM/ID	\$421.02
	32-90		59 vols.	59,000	34,706			IM/ID	\$131,743.88
	91	end date 12/29/1993	1 vol.	216	127			IM/ID	\$482.14

PROJECT INVENTORY & ITEMIZED PRICING									
RECORD SERIES TITLE	VOLUME	DATE	QTY.	EST. TOTAL PAGES	EST. TOTAL DOCS/LINKS	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Oil & Gas	1 - 16		16 vols.	10,240	6,024			IM/ID	\$22,866.72
	17		1 vol.	940	553			IM/ID	\$2,099.14
	18	end date 9/22/1993	1 vol.	104	61			IM/ID	\$231.70

note that items with the shortest edge measuring greater than 12" are considered oversized and incur additional charges.

Please let me know if you have any questions. We look forward to serving Blanco County and working together for the preservation of its public and historical assets.

Sincerely,

*Cathy Drolet*

Catherine 'Cathy' Drolet  
Account Manager  
cec



# PROCLAMATION

**THE STATE OF TEXAS**

**COUNTY OF BLANCO**

**WHEREAS**, the United States of America was established following the War of Revolution from 1776 to 1783, a war won through the brilliant and courageous leadership of George Washington, revered Father of our Nation; and

**WHEREAS**, George Washington, who lived from 1732 to 1799, mobilized the Continental Army and led the American colonies against the most powerful country in the world, finally defeating the British at the famous battle of Yorktown, Virginia; and

**WHEREAS**, this revered founder of our nation resisted the efforts of many supporters to make him a king or dictator, instead using his influence and power to support the creation and adoption of the Constitution of the United States; and

**WHEREAS**, George Washington was elected as the first President of the United States, serving two terms of office from 1789 to 1797, and through his devotion, wisdom, and vision, became the exemplar of distinguished leadership for all future presidents; and

**WHEREAS**, the William Hightower Chapter of the Sons of the American Revolution wishes to encourage all citizens to recognize the epochal contributions of George Washington to our nation by celebrating his birth on Friday, February 22, 2019

NOW THEREFORE I, Brett Bray, by virtue of the authority vested in me as County Judge of Blanco, do hereby proclaim February 22, 2019, as

## **PRESIDENT GEORGE WASHINGTON DAY**

And call upon all citizens to recognize and honor the brilliance, courage, and vision of the Father of our Nation and the relevance of his life to the preservation of our democracy in today's complex world.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the County of Blanco Texas, this \_\_\_\_\_ day of \_\_\_\_\_, 2019..

\_\_\_\_\_  
Brett Bray, Blanco County Judge

ATTEST:

\_\_\_\_\_  
Laura Walla, Blanco County Clerk



THOMSON REUTERS™

# Order Form

# Order ID:Q-00400512

Contact your representative [ryan.galvin@thomsonreuters.com](mailto:ryan.galvin@thomsonreuters.com) with any questions. Thank you.

### Subscriber Information

**Account Address**

Account #:  
Blanco County Sheriffs Dept  
400 S US HIGHWAY 281  
JOHNSON CITY TX 78636-4647 US

**Shipping Address**

Account #:  
Blanco County Sheriffs Dept  
400 S US HIGHWAY 281  
JOHNSON CITY TX 78636-4647 US

**Billing Address**

Account #:  
Blanco County Sheriffs Dept  
400 S US HIGHWAY 281  
JOHNSON CITY, TX 78636-4647 US

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means “West”, “we” or “our” and Subscriber means “you”, “my” or “I”. Subscription terms, if any, follow the ordering grids below

### ProFlex Products See Attachment for details

Service Material	Product	Quantity	Monthly Charges	Minimum Term (Months)	Year Over Year Increase During Minimum Term
41308780	CLEAR PROFLEX	1	\$275.00	12	%

### Post Minimum Terms

**For Online/Practice Solutions/Software /ProFlex Products:** At the end of the Minimum Term your Monthly Charges will increase by 7%. Thereafter, the Monthly Charges will increase every 12 months unless we notify you of a different rate at least 90 days before the annual increase. You are also responsible for all Excluded Charges. Excluded Charges may change after at least 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803.

**Automatic Renewal Term for Window Products.** At the end of the Minimum Term your Monthly Charges will be billed at up to our then-current rate. Thereafter, we may modify the Monthly Charges if we notify you of a different rate with at least 90 days notice. The Monthly Window will remain unchanged. You are also responsible for all Excluded Charges. Excluded Charges may change after 30 days written or online notice. Either of us may cancel the Post-Minimum Term subscription by sending at least 60 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

To apply Window charges to a specific month, the request must be submitted at least five (5) business days prior to the end of the month.

**Federal Government Subscribers Optional Minimum Term.** Federal government subscribers that chose a multi-year Minimum Term, those additional months will be implemented at your option pursuant to federal law.

### Miscellaneous

**Charges, Payments & Taxes.** You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys’ fees.

**Settling a Disputed Balance.** Payments marked ‘paid in full’, or with any other restrictive language will not operate as an accord and satisfaction without our prior written approval. We reserve our right to collect any remaining amount due to us on your account. Partial payments intended to settle an outstanding balance in full must be sent to: Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan, MN 55123-1803, along with a written explanation of the disagreement or dispute. This address is different from the address you use to make account payments.

**Credit Verification.** If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.



**Excluded Charges and Schedule A rates.** If you access CLEAR services that are not included in your subscription you will be charged our then current rate. Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-clear.pdf> Excluded Charges may change after at least 30 days written or online notice. Modification of Excluded Charges or Schedule A rates is not a basis for termination under Term, Termination of the General Terms and Conditions.

**Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms.** You may authorize us to automatically charge a credit card, debit card or electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you have previously authorized us to bill a credit card, debit card or make electronic fund transfers for West subscriptions on an ongoing basis, or are authorizing the same as part of this order, no further action is needed.

**Returns and Refunds.** You may return a print or CD-ROM/DVD product to us within 45 days of the original shipment date if you are not completely satisfied. Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack, WestPack, Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

**Applicable Law.** This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government subscriber, United States federal law will apply and any claim may be brought in any federal court.

**The General Terms and Conditions,** apply to all products ordered, except print and is located at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions.pdf>.

The General Terms and Conditions for Federal Subscribers are located at <https://static.legalsolutions.thomsonreuters.com/static/Federal-ThomsonReuters-General-Terms-Conditions.pdf>. In the event that there is a conflict of terms between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

**CLEAR Fixed Rate Usage :** If the transactional value of your CLEAR fixed rate usage exceeds your then-current Monthly Charges by more than 10 times in any month (or by 20 times in any month for Enterprise Law Enforcement subscribers), we may limit access to live gateways and request that the parties enter into good faith renegotiation or terminate upon 10 days written notice. Transactional value of your CLEAR usage is calculated based upon our then-current Schedule A rate. Schedule A rates may change upon at least 30 days written or online notice.

**Batch Usage :** If you have a fixed rate batch and/or batch alerts subscription and the total of your batch inputs or batch alerts exceeds your annual fixed rate batch or total batch alerts allotment, we may: 1) request the parties enter into good faith negotiations regarding a superseding agreement, 2) terminate your subscription upon 10 days written notice or 3) limit your access to your fixed rate batch subscription for the remainder of the then-current 12 month period, during which time you will continue to be billed your Monthly Charges. If your access to your fixed rate batch subscription has been limited, your access will be reinstated on the first day of the following 12 month period.

If the trial includes Batch Services, you may submit up to 1,000 input lines at no cost. We reserve the right to invoice you for input lines in excess of 1,000. You will pay our then current Schedule A rate. Schedule A rates are located at <http://legalsolutions.com/schedule-a-clear>.

**Existing Vigilant Subscribers:** We may terminate your License Plate Recognition (LPR) subscription if you are an existing Vigilant LEARN subscriber whose LPR pricing is based upon your existing Vigilant LEARN agreement, and you cancel your Vigilant LEARN agreement.

**Enterprise Law Enforcement Subscribers:** You certify that you have up to the number of sworn officers in your employ at this location identified in the QTY Column above. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable.

**Regulated Data.** Due to the regulated or private nature of some data in our information products such as credit header data, motor vehicle data, driver license data and voter registration data, you may need to complete a credentialing process which will include certifying what your legally permissible use of the data will be. You agree to immediately notify us if any of the information you provided in your ordering document or during the credentialing process changes. You agree to and warrant that you are the end user of this data and that you will only use it for your own internal business purposes. You also warrant that you will strictly limit the access, use and distribution of this data to user permitted under applicable laws, rules and regulations and as permitted by the third party additional terms. You will keep the data confidential. You will use industry standard administrative, physical and technical safeguards to protect the data. You will not disclose it to anyone except as necessary to carry out your permissible use. You will immediately report any misuse, abuse or compromise of the data. You agree to cooperate with any resulting inquiry. If we reasonably believe that the data has been misused, abused or compromised, we may block access without additional notice. You are responsible for all damages caused by misuse, abuse or compromise of the data by you, your employees and any person or entity with whom you shared the data. We will be responsible for damages cause by us. We are not a consumer reporting 11/1/18 SAMInet 748.dot agency. You may use information product data to support your own processes and decisions but you may not deny any service or access to a service to a consumer based solely upon the information product data. Examples of types of service include eligibility for credit or insurance, employment decisions and any other purpose described in the Fair Credit Reporting Act (15 U.S.C.A. 1681b). If the Financial Industry Regulatory Authority regulations apply to you, you may use

our information products to verify the accuracy and completeness of information submitted to you by each applicant for registration on Form U4 or Form U5 in compliance with the requirements of FINRA Rule 3110. You may use the information products in this manner only in furtherance of written policies and procedures that are designed to achieve your compliance with FINRA Rule 3110 or as otherwise allowed by the General Terms and Conditions.

**CLEAR Subscribers via an Alliance Partner.** In limited circumstances we may allow you to access CLEAR through a third party's ("Service Provider") software or service (together with CLEAR, the "Integrated System"). In the event that you enter into a license agreement to access an Integrated System, you agree as follows:

We have no obligation to Service Provider with regard to the functionality or non-functionality of CLEAR during or after the integration. Service Provider will have access to CLEAR on your behalf and you will ensure Service Provider's compliance with the terms and conditions of the Thomson Reuters General Terms and Conditions located in the General Terms and Conditions paragraph above. Except as otherwise provided in your agreement with us, Data may not (i) be distributed or transferred in whole or in part via the Integrated System or otherwise to any third party, (ii) be stored in bulk or in a searchable database, and (iii) not be used in any way to replace or to substitute for CLEAR or as a component of any material offered for sale, license or distribution to third parties. No party will use any means to discern the source code of our products and product data. You are responsible for Service Provider's access to CLEAR on your behalf. You are responsible for all damages caused by misuse, abuse or compromise of the data by Service Provider, you, your employees and any person or entity with which you shared the data. We will be responsible for damages caused by us.

**For Law Enforcement Agencies and Correctional Facilities Only – No Inmate Westlaw or CLEAR Access (direct or indirect)**

I certify, on behalf of Subscriber, that I understand and accept the security limits of Westlaw or CLEAR ; Subscriber's responsibility for controlling Westlaw, CLEAR, internet and network access; and, how Subscriber will be using Westlaw or CLEAR. I acknowledge Subscriber's responsibility for providing West with prompt written notice if Subscriber's type of use changes.

Only non-inmates/administrative staff will access Westlaw or CLEAR with no direct Westlaw research results provided to inmates (including work product created as part of inmates' legal representation). In no event shall anyone other than Subscriber's approved employees be provided access to or control of any terminal with access to Westlaw or Westlaw Data.

Functionality of Westlaw or CLEAR cannot and does not limit access to non-West internet sites. It is Subscriber's responsibility to control access to the internet.

Subscriber will provide its own firewall, proxy servers or other security technologies as well as desktop security to limit access to the Westlaw or CLEAR URL and West software (including CD-ROM orders). Subscriber will design, configure and implement its own security configuration.

Subscriber will not use any data nor distribute any data to a third party for use, in a manner contrary to or in violation of any applicable federal, state, or local law, rule or regulation or in any manner inconsistent with the General Terms and Conditions.

Subscriber will maintain the most current version of the West software to access CD-ROM Products for security purposes.

**Signature for Order ID: Q-00400512**

**ACKNOWLEDGEMENT Q-00400512**

**I have read all pages and attachments to this Order Form and I accept the terms on behalf of Subscriber. I warrant that I am authorized to sign this Order Form on behalf of the Subscriber.**

\_\_\_\_\_  
**Signature of Authorized Representative for order**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

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This Order Form will expire and will not be accepted after 3/18/2019 CT.





THOMSON REUTERS™

# Attachment

# Order ID: Q-00400512

Contact your representative [ryan.galvin@thomsonreuters.com](mailto:ryan.galvin@thomsonreuters.com) with any questions. Thank you.

Order ID: Q-00400512

### Payment and Shipping Information

**Payment Method:**

Payment Method: Bill to Account  
Account Number:

**Order Confirmation Contact (#28)**

Contact Name: Adam Acosta  
Email: [adam.acosta@leo.gov](mailto:adam.acosta@leo.gov)

ProFlex Multiple Location Details			
Account Number	Account Name	Account Address	Action
	Blanco County Sheriffs Dept	400 S US HIGHWAY 281 JOHNSON CITY TX 78636-4647 US	New

ProFlex Product Details			
Quantity	Unit	Service Material #	Description
25	Seats	41882302	CLEAR for Law Enforcement Plus
1	Seats	41913616	CLEAR Government Arrest Gateway Pro Addon

Account Contacts			
Contact Name		Email Address	Customer Type Description
Adam	Acosta	<a href="mailto:adam.acosta@leo.gov">adam.acosta@leo.gov</a>	CLEAR PRIMARY CONT
Adam	Acosta	<a href="mailto:adam.acosta@leo.gov">adam.acosta@leo.gov</a>	EML PSWD CONTACT

IP Address Information					
From IP Address	To IP Address	From IP Address	To IP Address	From IP Address	To IP Address
111.111.111.111	111.111.111.111				





**Subscriber Information**

Account Number (if applicable) \_\_\_\_\_

Full Legal Name/Entity Blanco County Sheriffs Dept

Business Unit/Dept/Agency \_\_\_\_\_

The applicant's address below is (please check one):  a Commercial Location  a Residence (i.e. a home-based business)

Street Address 400 S US HIGHWAY 281

City JOHNSON CITY Country (if not US) US

State TX Zip 78636-4647

Main Organization Telephone \_\_\_\_\_ Location/Contact/Ext Telephone \_\_\_\_\_

Cell Phone (if no land line available) \_\_\_\_\_ Email Address \_\_\_\_\_

Website \_\_\_\_\_  Check here if no website available

West products have implemented Multi-Factor Authentication and in order to access the public records products you must supply a valid External IP Address or IP Range belonging to your organization that meets the following requirements:

- IP Addresses assigned to jurisdictions outside the United States or West-approved U.S. Territories are prohibited
- IP Addresses will not be accepted from the following ranges which are reserved by the Internet Assigned Numbers Authority for special use or private networks: 10.0.0.0 - 10.255.255.255, 127.0.0.0- 127.255.255.255, 172.16.0.0 - 172.31.255.255, 192.168.0.0 - 192.168.255.255, 169.254.0.0 - 169.254.255.255.
- All IP addresses must be IPv4 addresses.
- If you do not know your External IP address(es), try the following:
  - Contact your network administration, firewall or security team
  - Contact your Internet Service Provider, ISP (i.e. Cable, DSL, Satellite, etc.)

Go to the following URL in your browser: <http://tools.whois.net/yourip/> or <http://www.whatismyip.com> to identify your external IP address (NOTE: If you have multiple IP addresses, this tool will only detect one IP address)

**Internet Service Provider Name:** \_\_\_\_\_

**IP Address:** \_\_\_\_\_



**IP Address Range:**

Beginning IP Address: \_\_\_\_\_ Ending IP Address: \_\_\_\_\_

Beginning IP Address: \_\_\_\_\_ Ending IP Address: \_\_\_\_\_

REQUIRED

**ALL REQUESTED INFORMATION MUST BE PROVIDED OR YOUR ORDER MAY BE DELAYED OR ACCESS MAY BE LIMITED**

**ACCOUNT INFORMATION AND DATA USE**

**Select Type of Government**

- US – Federal
- US – State
- US – Local
- Tribal Government \_\_\_\_\_  
(Please describe)
- Other Government: \_\_\_\_\_  
(Please describe)

**Select Type of Academic Institution**

- Privately Funded Academic Institution (non-government funded)
- Government Funded Academic Institution

Do your end users have arrest powers?	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will you be using the product in relation to the collection of consumer debt (i.e., financial obligations of a consumer relating to a transaction for personal, family, or household purpose)?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Will you have end users at any location other than listed above?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes
Are you requesting "unmasked data" or full display of full Security Numbers, full Date of Birth and/or Driver's License information? If yes, please attach a completed Addendum to Account Validation and Certification Form – Unmasked Data Request. Please note this option is only available for approved accounts.	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Yes
Will you use the product in whole or in part, for any consumer-initiated application in order to determine an individual's eligibility for any employment, credit, housing, or insurance for personal, family, household, or government benefit-related purpose?	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Yes

Please provide the name and phone number of the person you would like us to contact to schedule the require on-site inspection(s).

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_



	<b>PERMISSIBLE USE SELECTIONS</b>	
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**Permissible Use under Gramm Leach Bliley Act**

Your use of certain consumer data within the product is limited by the U.S. Gramm-Leach-Bliley Act (15 U.S.C. 6801 et. seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.

- You certify there is no permissible use.
- For use by a person holding a legal or beneficial interest relating to the consumer.
- For use in complying with federal, state, or local laws, rules, and other applicable legal requirements.
- For use as necessary to effect, administer, or enforce a transaction requested or authorized by the consumer.
- For use in complying with a properly authorized civil, criminal, or regulatory investigation, subpoena, or summons by federal, state, or local authorities.
- For use to protect against or prevent actual or potential fraud, unauthorized transactions, claims, or other liability.
- For use by any Law Enforcement Agency, self regulatory organizations or for an investigation on a matter related to public safety.
- To persons acting in a fiduciary or representative capacity on behalf of the consumer.
- For required institutional risk control or for resolving consumer disputes or inquiries.
- With the consent or at the direction of the consumer.

**Permissible Use under Drivers Privacy Protection Act**

Your use of certain drivers record and vehicle data is limited by the U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.). In order to access this data you must indicate your permissible use(s) below. If you do not have a permissible use, you must select the "no permissible use" option.

- You certify there is no permissible use.
- For official use by a Court, Law Enforcement Agency or other Government agency.
- To verify or correct information provided to you by a person in order to prevent fraud, pursue legal remedies or recover a debt, skip tracing.
- For use in connection with a civil, criminal or arbitral legal proceeding or legal research.
- For use in connection with an insurance claims investigation or insurance antifraud activities.


	<b>CERTIFICATIONS</b>	
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By signing below you certify that:

- **YOU UNDERSTAND THAT WEST IS NOT A CONSUMER REPORTING AGENCY AND THIS SERVICE DOES NOT CONSTITUTE A "CONSUMER REPORT" AS SUCH TERM IS DEFINED IN THE FEDERAL FAIR CREDIT REPORTING ACT (FCRA), 15 U.S.C.A. SEC 1681 ET SEQ. YOU ARE STRICTLY PROHIBITED FROM USING ANY DATA, IN WHOLE OR IN PART, AS A FACTOR IN ESTABLISHING A CONSUMER'S ELIGIBILITY FOR CREDIT, INSURANCE, EMPLOYMENT, OR FOR ANY OTHER PURPOSE AUTHORIZED UNDER THE FCRA OR AS THE BASIS FOR TAKING ADVERSE ACTION REGARDING ANY CONSUMER APPLICATION.**
- End users will access and use the data, including personally identifiable information, in accordance with all applicable laws, rules, and regulations. No individual shall access records that require a permissible use unless such a permissible use exists. It is your responsibility to seek guidance and clarification in case of any questions about the proper use of a product. **YOU ARE RESPONSIBLE FOR ANY UNAUTHORIZED COLLECTION, ACCESS, USE, AND DISCLOSURE OF ANY DATA ACCESSED THROUGH OUR PRODUCTS.**
- You agree to immediately notify West of any actual or suspected breach or access to data that may result in the unauthorized collection, access, use or disclosure of any data. You agree to make all reasonable efforts to assist us and our data providers in relation to any investigation, claim, litigation, or other action related to your access, use or disclosure of data.
- You will maintain a comprehensive information security program, including systems, facilities, and procedures to safeguard the data, and that you have experience in maintaining the confidentiality, security, and appropriate use of such information (pursuant to requirements similar to the requirements of section 6103(p)(4) of the Internal Revenue Code of 1986).
- You and your end users are not and will not be involved in credit fraud, identification theft, stalking, harassment, any unethical business practices or illegal activity nor will you further such activities by your customers.
- All information you provided in this AVC Form and all Addendums is true and correct and, if applicable, applies to all locations set forth in the Order Form/Addendum. You understand that you will be required periodically to re-certify information provided in this AVC form.
- Your signature below as "Authorized Representative" certifies that you are the authorized signatory for this account

**AUTHORIZED REPRESENTATIVE:**

Print Name: \_\_\_\_\_

 Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

All information is subject to verification and approval by West.



**Addendum to Account Validation and Certification Form – Unmasked Data Request**

<b>Subscriber Information</b>	
Account Number:	
Full Legal Name/Entity:	Blanco County Sheriffs Dept
<p>West/Thomson Reuters seeks to balance overall individual privacy needs and concerns with the legitimate business information needs of specific entities as allowed by U.S. Gramm Leach Bliley Act (15 U.S.C. § 6821 et seq.) (U.S. GLB), U.S. Drivers Privacy Protection Act (18 U.S.C. §2721 et seq.) (U.S. DPPA) U.S. Bipartisan Budget Act of 2013 (42 U.S.C. §1306 et seq.), and other applicable laws. As a general rule, sensitive data in our products is truncated. In order to help ensure that access to unmasked sensitive data is warranted, we limit access to qualified accounts only.</p> <p>By completing the information and signing below, you understand that you are requesting that unmasked or full display of Social Security Numbers, Date of Birth and/or Driver’s License information be added or removed from the accounts indicated below.</p>	

	<b>DATA USE INFORMATION</b>	
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**Describe your type of business:** Law Enforcement

**Describe why you need access to sensitive unmasked data:** Crime Prevention

**CLEAR SUBSCRIBERS:** All Users will be granted access to the same type of sensitive personal information:

- ADD** to all Users on the main account listed above (including all account locations)
- REMOVE** from all Users on the account listed above

**WESTLAW SUBSCRIBERS:** Please list the individual users whose access to sensitive personal information should be modified and indicate if the access is to be added or removed *(use additional pages if necessary)*.

Last Name	First Name	ADD	REMOVE
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

	<b>CERTIFICATIONS</b>	
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In relation to access requests, by signing below you certify that: (1) unmasked sensitive data is needed, (2) all users under your account will limit use of the data to legitimate business connected with the qualified account indicated above, (3) you will maintain a comprehensive information security program, including systems, facilities, and procedures in place to safeguard the unmasked sensitive data, (4) you have experience in maintaining the confidentiality, security, and appropriate use of such information, (5) all data use will be in strict accordance with your subscription agreement.

West reserves the right to **deny** or discontinue access to unmasked personal information with or without notice and in its sole discretion. This Addendum is incorporated by reference into your AVC form. By signing below you certifies that you are the authorized to request the changes requested above and are an authorized signatory on this account.

**AUTHORIZED REPRESENTATIVE:**

✓ **Print Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

# INVOICE / STATEMENT / PROPOSAL

## Truck Country Outfitters

Tires/Wheels \* Bumpers \* Tool Boxes

Lift/Leveling Kits \* Hitches

Bed Liners \* Headache Racks

Trailer Repair and MORE

**830-693-4237**

1413 S.Hwy 281 \* Marble Falls, TX 78654

NAME: Blanco Co.  
 COMPANY: \_\_\_\_\_  
 PHONE: 830-868-7104  
 ADDRESS: \_\_\_\_\_  
 TYPE: \_\_\_\_\_ # DOORS: \_\_\_\_\_ WHEEL BASE: \_\_\_\_\_  
 MODEL: Ford F-150  
 YEAR: 2019

ORDER DATE	P.O. #	SALESMAN	TERMS	INVOICE DATE	INVOICE #
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QUANTITY	DESCRIPTION	PRICE	PAYMENTS	AMOUNTS
	FRONTIER Rear Bumper Installed (installed)			625 <sup>00</sup>
	(UNIT #1901)			

- ALL RETURNED CHECKS \$50.00 FEE
- NO REFUND OR RETURNS ON ELECTRICAL PARTS
- NO REFUNDS OR RETURNS ON SPECIAL ORDERS
- SPECIAL ORDERS MUST BE PICKED UP WITHIN 15 DAYS IF NOT, DEPOSIT IS FORFIETED AND ITEMS RETURNED
- Rotate tires every 8,000 miles
- New wheels must be re-torqued before 200 miles

NON-TAXABLE LABOR	
DISPOSAL	
SALES TAX	
<b>TOTAL AMOUNT DUE →</b>	

Thank You!