

TYLER COUNTY COMMISSIONERS COURT
SPECIAL MEETING
September 18, 2009 ---- 8:30 a.m.

THE STATE OF TEXAS ON THIS THE 18th day of September, 2009 the
Commissioners' Court in and for Tyler County, Texas convened in a Special Meeting at
the Commissioners' Courtroom in Woodville, Texas, the following members of the Court
present, to wit:

JACQUES L. BLANCHETTE	COUNTY JUDGE, Presiding
MARTIN NASH	COMMISSIONER, PCT. #1
RUSTY HUGHES	COMMISSIONER, PCT. #2
MIKE MARSHALL	COMMISSIONER, PCT. #3
JACK WALSTON	COMMISSIONER, PCT. #4
DONECE GREGORY	COUNTY CLERK, EX OFFICIO

The following were absent: none thereby constituting a quorum. In addition to the
above were:

JOYCE MOORE	COUNTY AUDITOR
JOE SMITH	CRIMINAL DISTRICT ATTORNEY
DAVID HENNIGAN	SHERIFF
BRUCE STRICKLAND	ADULT PROBATION OFFICER

The invocation was delivered by Commissioner Rusty Hughes. Commissioner Hughes
led the pledge of allegiance to the Texas flag.

Judge Blanchette requested the addition of reporting that the Executive Session ended at
11:24 a.m.; and, that no action was taken after entering in open session; and, that the open
meeting adjourned at 11:25 a.m. A motion was made by **Judge Blanchette** and
seconded by **Commissioner Marshall** to approve the minutes, after additions, of
September 14, 2009. All voted yes and none no.

A motion was made by **Commissioner Hughes** to approve a 48 month lease of a **postage
machine** to be placed in the County Auditor's department, for courthouse use.
Commissioner Marshall seconded the motion. All voted yes and none no.

A motion was made by **Commissioner Walston** and seconded by **Commissioner Nash**
to approve payment of the **county bills** as submitted by the **County Auditor**.
All voted yes and none no. SEE ATTACHED CLAIM LIST

Commissioner Walston motioned to accept the **2008 Audit** as presented by John Manny
with Pattillo, Brown and Hill, CPA firm. **Commissioner Marshall** seconded the motion.
All voted yes and none no. SEE ATTACHED AUDIT

Commissioner Walston motioned to advertise for bids to sell the old model 9406 AS400
computer. **Commissioner Nash** seconded the motion. All voted yes and none no. SEE
ATTACHED NOTICE TO BIDDERS

The County Clerk reported the Secretary of State's office recommended having only the
county polling place for the Ivanhoe subdivision election, even though the Local Gov.
Code required a polling place in the proposed city boundaries. However, since the order
and submission to the Justice Department listed two additional polling places; the SOS
attorney agreed it would be fine to have polling places within the proposed boundaries in
addition to Hillister Baptist Church. A motion was made by **Judge Blanchette** to appoint
Wana Whitson as **election judge** for **Ivanhoe** and Jeanette Bourque as **election judge** for
Ivanhoe North. **Commissioner Walston** seconded the motion. All voted yes and none
no.

Judge Blanchette motioned to set the maximum number of **election clerks** at two (2) for
the **Constitutional Amendment Election**. **Commissioner Nash** seconded the motion.
All voted yes and none no.

Steve Bell announced that the **Red Cross Agreement** needs to be amended. Therefore no action was taken on **Emergency Management Plan, Annex C**, which contains the Red Cross Agreement. A motion was made by **Commissioner Walston** to approve agenda items J,K,L,M,N and O which is **Emergency Management Plan, Annexes G,J,L,O,R and S**; and, adding agencies of Sheriff's department, Sheriff's Posse, State Park Service and National Park Service to Annex R. **Commissioner Nash** seconded the motion. All voted yes and none no. SEE ATTACHED ANNEXES.

A motion was made by **Commissioner Walston** and seconded by **Commissioner Hughes** to reject all bids on the 1955 tank truck and Libby Welder; and, postpone award of the Lincoln Diesel to October to give sufficient time for it to be replaced; and, award the following bids:

Wisconsin Engine to John Lade - \$28
Miller Welder to John Lade - \$328
1978 Crane to James Robbins- \$3500.
All voted yes and none no.

Commissioner Nash motioned to adopt the **resolution** in reference to the **Texas Department of Agriculture Home-Delivered Meal Grant Program**, as requested by East Texas Support Services. **Commissioner Hughes** seconded the motion. All voted yes and none no. SEE ATTACHED RESOLUTION.

A motion was made by **Commissioner Marshall** and seconded by **Commissioner Hughes** to adopt the **resolution** recognizing the 126th anniversary of the **First Baptist Church of Colmesneil**, as presented by Judge Blanchette. Commissioner Walston was of the opinion the court was "opening up a can of worms" by recognizing this church and not recognizing other churches as well. Judge Blanchette, Commissioners Marshall and Hughes voted yes and Commissioners Walston and Nash abstained. SEE ATTACHED RESOLUTION

A motion was made by **Commissioner Nash** and seconded by **Commissioner Marshall** to consolidate the Regular Commissioners' Court meeting (Monday, Oct. 12th) with the Special Commissioners' Court meeting to be held on Friday, October 16th, due to the Columbus Day Holiday. All voted yes and none no.

Judge Blanchette made known that Warden Greg Dawson had been instrumental in restoring the courthouse grounds to the present condition after the hurricanes and that the work provided by the prison inmates had amounted to \$30,000 worth of labor, at no cost to the county. Commissioner Walston added that Warden Dawson had also provided work crews in each commissioner's precinct for cleanup of the county roads. **Commissioner Walston** motioned to adopt the proclamation that September 18, 2009 be proclaimed "Warden Greg Dawson Day". The motion was seconded by **Commissioner Nash**. All voted yes and none no. SEE ATTACHED PROCLAMATION

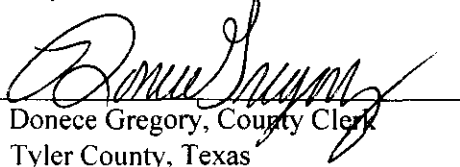
Commissioner Walston voiced that being the recognition of the anniversary of First Baptist Church, Colmesneil passed he would be "100% standing behind" the court's decision. Commissioner Walston further moved the adjournment of the meeting. The motion was seconded by Commissioner Nash. All voted and none no.

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED: 9:20 a.m.

I, Donece Gregory, County Clerk and ex officio member of the Tyler County Commissioners Court, do hereby certify to the fact that the above is a true and correct record of the Tyler County Commissioners Court session held on September 18, 2009.

Witness my hand and seal of office on this the 30th day of September, 2009.

Attest:


Donece Gregory, County Clerk
Tyler County, Texas

09/17/2009 15:22:18

GENERAL FUND

A/P CLAIMS LIST

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ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TSP	PO NO	AMOUNT
A-AARON ROOFING REPAIRS	2009 010-442-010	REPAIRS TO COURT	1YR WNTY/COURTHOUSE	SEPT3,09	09/16/2009	09/18/2009		3,557.00
AAA RELIABLE TELEPHONE/	2009 010-401-099	CONTINGENCY FOR	220.00-LABOR/CDA	5624	09/17/2009	09/18/2009		220.00
AAA RELIABLE TELEPHONE/	2009 010-421-009	TELEPHONE	220.00-LABOR/COJUD	5615	09/17/2009	09/18/2009		234.85
ACE IMAGEWEAR	2009 010-442-008	UNIFORMS	3719/COURTHOUSE	79911	09/16/2009	09/18/2009		34.99
ACE IMAGEWEAR	2009 010-442-008	UNIFORMS	3719/COURTHOUSE	81321	09/16/2009	09/18/2009		34.99
ACE IMAGEWEAR	2009 010-442-008	UNIFORMS	3719/COURTHOUSE	82753	09/16/2009	09/18/2009		34.99
ACE IMAGEWEAR	2009 010-442-008	UNIFORMS	3719/COURTHOUSE	84163	09/16/2009	09/18/2009		34.99
AMERICAN EXPRESS	2009 010-401-099	CONTINGENCY FOR	22001/CSCD	22001:8-09	09/15/2009	09/18/2009		231.92
BABIN, BRIAN DDS	2009 010-427-043	PRISONER MEDICAL	D0220/D7140/D0230	7/21/09	09/16/2009	09/18/2009		278.00
BERGMAN, JAMES G	2009 010-426-033	RADIO MAINTENANC	7/31/09-7/31/10:TCS	4204	09/16/2009	09/18/2009		1,500.00
BRANDON CAMERON PLUMBIN	2009 010-442-010	REPAIRS TO COURT	1200.00-LABOR/TYLER	620625	09/16/2009	09/18/2009		1,200.00
BRANDON CAMERON PLUMBIN	2009 010-442-010	REPAIRS TO COURT	85.00-LABOR/TYLER C	620623	09/16/2009	09/18/2009		85.00
BRANDON CAMERON PLUMBIN	2009 010-442-010	REPAIRS TO COURT	85.00-LABOR/TYLER C	620622	09/16/2009	09/18/2009		85.00
BROOKSHIRE BROS. PHARMA	2009 010-427-036	PRISONER MEALS	TY CO COURTHOUSE	75591	09/16/2009	09/18/2009		35.70
BROOKSHIRE BROS. PHARMA	2009 010-427-036	PRISONER MEALS	TY CO COURTHOUSE	75603	09/16/2009	09/18/2009		18.82
BYTHEWOOD, AMY R.	2009 010-408-055	COURT APPOINTED	WESTBROOK, LOUISE	10,924/LW	09/15/2009	09/18/2009		400.00
BYTHEWOOD, AMY R.	2009 010-408-055	COURT APPOINTED	MULLIN CHILDREN	21,238/MULLI	09/16/2009	09/18/2009		787.50
BYTHEWOOD, AMY R.	2009 010-408-055	COURT APPOINTED	MITCHELL CHILDREN	20943/MITCHE	09/16/2009	09/18/2009		812.50
BYTHEWOOD, AMY R.	2009 010-408-055	COURT APPOINTED	MULLINS CHILD	21,042/MULLI	09/16/2009	09/18/2009		431.25
BYTHEWOOD, AMY R.	2009 010-408-055	COURT APPOINTED	BOTT CHILDREN	20988/21301	09/16/2009	09/18/2009		843.75
CANDY CLEANERS	2009 010-426-041	UNIFORMS	TY CO S O	AUG2009DEP	09/16/2009	09/18/2009		34.09
CANDY CLEANERS	2009 010-427-041	UNIFORMS	TY CO S O	AUG2009JL	09/16/2009	09/18/2009		60.06
CANON U.S.A., INC.	2009 010-440-018	EQUIPMENT LEASE	7/1-7/31#714-A5	R3765917	08/28/2009	09/18/2009		38.00
CHRISTUS ST ELIZABETH	2009 010-419-016	DNA LAB FEES	FOXWORTH, APRIL	6-19-09/AF	09/17/2009	09/18/2009		741.00
CIT TECHNOLOGY FIN SERV	2009 010-440-018	EQUIPMENT LEASE	930-0039477-000/JP1	15059566	09/01/2009	09/18/2009		85.30
CIT TECHNOLOGY FIN SERV	2009 010-440-018	EQUIPMENT LEASE	930-0039478-000/EXT	15059567	09/01/2009	09/18/2009		85.30
CLERK OF COURT	2009 010-419-015	WITNESS EXPENSE	WESTPHELING, RONNIE/	7-21-09CDA	09/16/2009	09/18/2009		22.00
CNA SURETY	2009 010-426-014	BONDS & LAW ENF.	TXPEFPBP #4/TCSO	060118047115	09/16/2009	09/18/2009		163.00
CODE BLUE POLICE SUPPLY	2009 010-426-041	UNIFORMS	TYLER CO S O	27192	09/16/2009	09/18/2009		14.95
COLOR GRAPHICS CO.	2009 010-420-007	OFFICE SUPPLIES	LYNNETTE/TAX OFFICE	103685	09/16/2009	09/18/2009		630.00
COMPASS BANK	2009 010-419-012	TRAVEL, TRAINING	01216738/CDA	6738:8-09	09/17/2009	09/18/2009		865.27
DE LAGE LANDEN PUBLIC F	2009 010-419-007	OFFICE SUPPLIES	19151/CDA	3142518	09/17/2009	09/18/2009		90.35
DEPARTMENT OF STATE HEA	2009 010-402-009	TELEPHONE	JULY1-31,09/COCLK	9811	09/15/2009	09/18/2009		126.27
DEPARTMENT OF STATE HEA	2009 010-402-009	TELEPHONE	BIRTH 8/1-31/09COCL	9995	09/15/2009	09/18/2009		135.42
DOGWOOD EMS	2009 010-427-043	PRISONER MEDICAL	ENDSLEY, JAMES H	7/19/09:JHE	09/16/2009	09/18/2009		237.50
DOGWOOD EMS	2009 010-427-043	PRISONER MEDICAL	LEVINESS, JIMMY DEAN	8/21/09JDL	09/17/2009	09/18/2009		492.99
DP SOLUTIONS, INC.	2009 010-440-022	PROFESSIONAL SER	627.90-LABOR/COCLK	228662	09/15/2009	09/18/2009		627.90
EAST TEXAS MACHINE	2009 010-442-010	REPAIRS TO COURT	TY CO JUD	34385	09/16/2009	09/18/2009		25.00
ELECTION ADMINISTRATORS	2009 010-440-020	SUPPORT SERVICES	SUB TO ELECTION ADM	1371	09/15/2009	09/18/2009		2,310.00
EXCEL CAR WASH, INC.	2009 010-426-028	REPAIRS TO VEHIC	36.75-LABOR/TCSO	14046227	09/16/2009	09/18/2009		40.75
EXCEL CAR WASH, INC.	2009 010-426-028	REPAIRS TO VEHIC	36.75-LABOR/TCSO	14046257	09/16/2009	09/18/2009		84.45
EXCEL CAR WASH, INC.	2009 010-426-028	REPAIRS TO VEHIC	36.75-LABOR/TCSO	14046312	09/16/2009	09/18/2009		98.65
FEDEX	2009 010-426-007	OFFICE SUPPLIES	1706-0613-2/TCSO	9-302-79848	09/16/2009	09/18/2009		63.69
FREEMAN ELECTRIC COMPAN	2009 010-401-099	CONTINGENCY FOR	DRAWIELECTRIC/TCSO	91748	09/15/2009	09/18/2009		212,660.00
FREEMAN ELECTRIC COMPAN	2009 010-401-099	CONTINGENCY FOR	KITCHEN EXHAUST/TCS	91749	09/15/2009	09/18/2009		1,690.00
FULLER, SHANNON	2009 010-439-024	OUT-OF-COUNTY TR	OVERTON CONF/MILEAG	09/14/09SF	09/17/2009	09/18/2009		141.90
GOODWIN-LASITER, INC.	2009 010-453-048	BEST BUILDING RE	JOB203020:T07/26/09	AUGUST15,200	08/20/2009	09/18/2009		179.00
GT DISTRIBUTORS, INC.	2009 010-426-008	DEPUTIES SUPPLIE	003939/TCSO	INV0278408	09/16/2009	09/18/2009		5,058.10
GT DISTRIBUTORS, INC.	2009 010-426-008	DEPUTIES SUPPLIE	003939/TCSO	INV0280775	09/16/2009	09/18/2009		779.95
GUARDIAN FORCE SEC. SVC	2009 010-442-010	REPAIRS TO COURT	4862/COURTHOUSE	56748	09/17/2009	09/18/2009		110.00
HARDIN COUNTY JAIL	2009 010-401-035	HOUSING OF TCSO	INMATE HOUSING/TCSO	8/1-31/09	09/16/2009	09/18/2009		5,880.00
HARWELL CARPET CLEANING	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	636051	09/16/2009	09/18/2009		99.00
INDOFF OFFICE SUPPLIES	2009 010-423-007	OFFICE SUPPLIES	183749/TREAS	1485868	08/24/2009	09/18/2009		20.28
INDOFF OFFICE SUPPLIES	2009 010-405-007	OFFICE SUPPLIES	186597/VETERANS	1494561	09/15/2009	09/18/2009		6.29
INDOFF OFFICE SUPPLIES	2009 010-407-007	OFFICE SUPPLIES	187474/DSCLK	1485870	09/15/2009	09/18/2009		7.49

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
INDOFF OFFICE SUPPLIES	2009 010-420-007	OFFICE SUPPLIES	185084/TAX OFFICE	1497235	09/16/2009	09/18/2009		90.35
INDOFF OFFICE SUPPLIES	2009 010-440-007	SUPPLIES	185596/CDA	1476941	09/16/2009	09/18/2009		134.98
INDOFF OFFICE SUPPLIES	2009 010-419-007	OFFICE SUPPLIES	185596/CDA	1476941A	09/16/2009	09/18/2009		168.49
INDOFF OFFICE SUPPLIES	2009 010-440-007	SUPPLIES	183748/COJUD	1485865	09/16/2009	09/18/2009		187.90
INDOFF OFFICE SUPPLIES	2009 010-421-007	OFFICE SUPPLIES	183748/COJUD	1485865A	09/16/2009	09/18/2009		5.49
INDOFF OFFICE SUPPLIES	2009 010-440-007	SUPPLIES	183748/COJUD	1494569	09/16/2009	09/18/2009		28.95
INDOFF OFFICE SUPPLIES	2009 010-421-007	OFFICE SUPPLIES	183748/COJUD	1494569A	09/16/2009	09/18/2009		48.34
INDOFF OFFICE SUPPLIES	2009 010-420-007	OFFICE SUPPLIES	185084/TAX OFFICE	1499152	09/17/2009	09/18/2009		36.98
INNOVATIVE LEASING	2009 010-440-018	EQUIPMENT LEASE	0010034127001/TAX O	6745168274	09/16/2009	09/18/2009		133.41
IOWA DISTRICT COURT	2009 010-419-015	WITNESS EXPENSE	33931/WESTPHELING	33931	09/16/2009	09/18/2009		20.94
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	DAMON, ALLEN	8/25/09	09/16/2009	09/18/2009		64.64
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	ALVIN, CHRISTOPHER	8/25/09A	09/16/2009	09/18/2009		25.60
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	JAMES ENDSLEY JR.	8/25/09B	09/16/2009	09/18/2009		16.95
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	JIMMY LEVINASS	8/25/09C	09/16/2009	09/18/2009		44.69
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	YANCE MORRIS	8/25/09D	09/16/2009	09/18/2009		19.81
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	MICHAEL MOSS	8/25/09E	09/16/2009	09/18/2009		42.90
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	MICHAEL MOSS	8/25/09F	09/16/2009	09/18/2009		48.15
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	JAMIE PARKS	8/25/09G	09/16/2009	09/18/2009		15.62
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	ELVIS WIGGINS	8/25/09I	09/16/2009	09/18/2009		83.46
JARROTTS PHARMACY	2009 010-427-043	PRISONER MEDICAL	EARNEST WILLIAMS	8/25/09J	09/16/2009	09/18/2009		17.28
JASPER FORD LINCOLN MER	2009 010-426-028	REPAIRS TO VEHIC	TYLE10/TCSO	100557	09/16/2009	09/18/2009		177.76
JASPER FORD LINCOLN MER	2009 010-426-028	REPAIRS TO VEHIC	TYLE10/TCSO	100559	09/16/2009	09/18/2009		116.65-
JASPER FORD LINCOLN MER	2009 010-426-028	REPAIRS TO VEHIC	TYLE10/TCSO	100553	09/17/2009	09/18/2009		123.76
JEFFERSON COUNTY CLERK	2009 010-415-044	COMMITMENTS	DUGGAN, RUBY	99254/DUGGAN	09/17/2009	09/18/2009		467.00
JEFFERSON COUNTY CLERK	2009 010-415-044	COMMITMENTS	DUGGAN, RUBY	99381/DUGGAN	09/17/2009	09/18/2009		467.00
KEVINS A/C & ELECTRICAL	2009 010-442-010	REPAIRS TO COURT	850.00-LABOR/COURTH	769779	09/16/2009	09/18/2009		850.00
KEVINS A/C & ELECTRICAL	2009 010-442-010	REPAIRS TO COURT	650.00-LABOR/COURTH	769773	09/17/2009	09/18/2009		1,669.30
KEY EQUIPMENT FINANCE	2009 010-440-018	EQUIPMENT LEASE	5911122861/TAX OFFI	591112286190	09/16/2009	09/18/2009		115.00
KEYMASTER LOCK & KEY	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	5721	09/16/2009	09/18/2009		162.60
LAKEWAY TIRE & SERVICE	2009 010-426-028	REPAIRS TO VEHIC	19.00-LABOR/TCSO	029433	09/16/2009	09/18/2009		19.00
LAKEWAY TIRE & SERVICE	2009 010-426-028	REPAIRS TO VEHIC	39.50-LABOR/TCSO	029749	09/16/2009	09/18/2009		273.63
LARRY TREST AUTO BROKER	2009 010-426-028	REPAIRS TO VEHIC	65.00-LABOR/TCSO	8-26-09TCSO	09/16/2009	09/18/2009		219.24
LARRY TREST AUTO BROKER	2009 010-426-028	REPAIRS TO VEHIC	70.00-LABOR/TCSO	8-24-09TCSO	09/16/2009	09/18/2009		82.00
LEAL, ROBIN	2009 010-439-023	OUT-OF-COUNTY TR	OVERTON CONF/MILEAG	09/14/09RL	09/17/2009	09/18/2009		141.90
LOWE'S BUSINESS ACCOUNT	2009 010-442-007	JANITORS SUPPLIE	1862007/TYLER CNTY	1862007:9-09	09/16/2009	09/18/2009		24.90
LOWE'S BUSINESS ACCOUNT	2009 010-442-010	REPAIRS TO COURT	1862007/TYLER CNTY	1862007:9-09	09/16/2009	09/18/2009		358.37
LUSK, LAVERNE	2009 010-415-044	COMMITMENTS	GOODE, LEVI	M137493/GOOD	09/17/2009	09/18/2009		422.00
MAGNOLIA APPLIANCE	2009 010-442-010	REPAIRS TO COURT	65.00-LABOR/AUD	451792	09/09/2009	09/18/2009		65.00
MANN, ROBERT H. ATTY.	2009 010-408-055	COURT APPOINTED	LEWIS, PATRICK CARDE	11,168/PCL	09/15/2009	09/18/2009		400.00
MIDWEST RADAR AND EQUIP	2009 010-426-033	RADIO MAINTENANC	TY CO S O	140242	09/16/2009	09/18/2009		240.00
MODICA BROTHERS	2009 010-426-030	TIRES, TUBES	104.00-LABOR/TCSO	AUG09TCSO	09/16/2009	09/18/2009		760.44
MODICA BROTHERS	2009 010-426-028	REPAIRS TO VEHIC	190.00-LABOR/TCSO	AUG09TCSO2	09/16/2009	09/18/2009		491.52
MODICA BROTHERS	2009 010-426-029	GAS, OIL, GREASE	10.00-LABOR/TCSO	AUG09TCSO3	09/16/2009	09/18/2009		187.50
MONUMENT CONSTRUCTORS,	2009 010-401-099	CONTINGENCY FOR	0509-1551/TCSO	0809-1122	09/16/2009	09/18/2009		37,601.00
MUSIC MOUNTAIN WATER CO	2009 010-422-007	OFFICE SUPPLIES	79996800/AUDITOR	821011095	09/09/2009	09/18/2009		35.12
NET DATA CORP.	2009 010-440-020	SUPPORT SERVICES	TYL900057/COCLK	11911A	09/15/2009	09/18/2009		225.00
O'REILLY AUTO PARTS	2009 010-426-028	REPAIRS TO VEHIC	596507/TCSO	1451-285934	09/16/2009	09/18/2009		90.62
O'REILLY AUTO PARTS	2009 010-426-028	REPAIRS TO VEHIC	596507/TCSO	1451-285949	09/16/2009	09/18/2009		10.00-
O'REILLY AUTO PARTS	2009 010-426-028	REPAIRS TO VEHIC	596507/TCSO	1451-286732	09/16/2009	09/18/2009		7.06
O'REILLY AUTO PARTS	2009 010-426-028	REPAIRS TO VEHIC	596507/TCSO	1451-287898	09/16/2009	09/18/2009		5.00-
O'REILLY AUTO PARTS	2009 010-426-028	REPAIRS TO VEHIC	596507/TCSO	1451-288311	09/16/2009	09/18/2009		8.16
OTIS ELEVATOR COMPANY	2009 010-442-012	ELEVATOR REPAIRS	410283/COJUD	TB060322909	09/16/2009	09/18/2009		1,988.47
PARKER LUMBER	2009 010-401-034	SHERIFF'S POSSE	22759/TCSPOSSE	17916	09/09/2009	09/18/2009		14.51
PARKER LUMBER	2009 010-401-099	CONTINGENCY FOR	22735/COMMUNICATION	17822	09/15/2009	09/18/2009		29.34
PARKER LUMBER	2009 010-401-099	CONTINGENCY FOR	22735/COMMUNICATION	K18336	09/15/2009	09/18/2009		18.78

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TRF PD NO	AMOUNT
PARKER LUMBER	2009 010-401-099	CONTINGENCY FOR	22735/COMMUNICATION	K18309	09/15/2009	09/18/2009	88.82
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	17780	09/16/2009	09/18/2009	52.99
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	17792	09/16/2009	09/18/2009	11.32
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	18155	09/16/2009	09/18/2009	54.13
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	18161	09/16/2009	09/18/2009	41.99
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	K18376	09/16/2009	09/18/2009	7.99
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	K18380	09/16/2009	09/18/2009	36.00
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	18452	09/16/2009	09/18/2009	27.88
PARKER LUMBER	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	18468	09/16/2009	09/18/2009	215.73
PATTILLO BROWN & HILL L	2009 010-401-023	INDEPENDENT AUDI	12752ANNUAL AUDIT	278808	09/15/2009	09/18/2009	3,000.00
PITNEY BOWES INC.	2009 010-440-018	EQUIPMENT LEASE	15179506868/COCLK	584142	09/09/2009	09/18/2009	207.00
QUILL CORPORATION	2009 010-401-099	CONTINGENCY FOR	C2772734/CSCD	8981697	09/15/2009	09/18/2009	179.98
RADIOLOGY ASSOCIATES	2009 010-427-043	PRISONER MEDICAL	MOSS,MICHAEL	7/24/09MOSS	09/16/2009	09/18/2009	474.00
RISINGER, MICHAEL	2009 010-408-055	COURT APPOINTED	FEIGLE,CHRISTOPHER	11191/92/93C	09/15/2009	09/18/2009	800.00
ROGERS, FRANKIE	2009 010-401-099	CONTINGENCY FOR	VALERO-WARREN/COJUD	8-8-09FR	09/16/2009	09/18/2009	150.00
SCOTT-MERRIMAN, INC.	2009 010-402-007	OFFICE SUPPLIES	TY02/COCLK	041304	09/15/2009	09/18/2009	392.70
SCOTT-MERRIMAN, INC.	2009 010-440-007	SUPPLIES	TY02/COCLK	041303	09/15/2009	09/18/2009	963.80
SPARKLETTES & SIERRA SPR	2009 010-420-007	OFFICE SUPPLIES	21549393631084/TAX	08093631084	09/15/2009	09/18/2009	89.67
STAMPS OFFICE SUPPLY	2009 010-426-007	OFFICE SUPPLIES	TY CO SHERIFF	060773	09/16/2009	09/18/2009	37.07
STEWART GLASS	2009 010-442-010	REPAIRS TO COURT	TY CO CLERK	54550	09/16/2009	09/18/2009	457.30
STORY-WRIGHT	2009 010-440-007	SUPPLIES	104307/AUDITOR	10-56516	08/19/2009	09/18/2009	91.19
STORY-WRIGHT	2009 010-422-007	OFFICE SUPPLIES	104307/AUDITOR	10-56516A	08/19/2009	09/18/2009	46.14
STORY-WRIGHT	2009 010-440-007	SUPPLIES	104307/AUDITOR	10-56514	08/19/2009	09/18/2009	320.00
STORY-WRIGHT	2009 010-422-007	OFFICE SUPPLIES	104307/AUDITOR	10-58026	08/24/2009	09/18/2009	45.58
STORY-WRIGHT	2009 010-401-099	CONTINGENCY FOR	104307/AUDITOR	10-59870	09/09/2009	09/18/2009	419.97
STORY-WRIGHT	2009 010-422-007	OFFICE SUPPLIES	104307/AUDITOR	10-59870A	09/09/2009	09/18/2009	83.97
STORY-WRIGHT	2009 010-440-007	SUPPLIES	104307/COAUD	10-61244	09/16/2009	09/18/2009	81.55
STORY-WRIGHT	2009 010-422-007	OFFICE SUPPLIES	104307/COAUD	10-61244A	09/16/2009	09/18/2009	5.09
STORY-WRIGHT	2009 010-440-007	SUPPLIES	104307/COAUD	10-61246	09/16/2009	09/18/2009	319.50
STURROCK, STEVAN	2009 010-412-009	TELEPHONE	40928384261180/JP2	1180;8-09	09/16/2009	09/18/2009	53.11
SULLIVANS HARDWARE	2009 010-401-099	CONTINGENCY FOR	TCSO	97697	09/16/2009	09/18/2009	.51
SULLIVANS HARDWARE	2009 010-401-099	CONTINGENCY FOR	TCSO	97721	09/16/2009	09/18/2009	5.61
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	103557	09/16/2009	09/18/2009	44.32
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	103613	09/16/2009	09/18/2009	7.74
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97928	09/16/2009	09/18/2009	7.13
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97856	09/16/2009	09/18/2009	3.49
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97789	09/16/2009	09/18/2009	1.29
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97773	09/16/2009	09/18/2009	8.34
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97782	09/16/2009	09/18/2009	.20
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97726	09/16/2009	09/18/2009	.79
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97848	09/16/2009	09/18/2009	13.48
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97723	09/16/2009	09/18/2009	4.99
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97756	09/16/2009	09/18/2009	12.92
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97719	09/16/2009	09/18/2009	8.49
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97674	09/16/2009	09/18/2009	3.32
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97643	09/16/2009	09/18/2009	49.98
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97621	09/16/2009	09/18/2009	5.99
SULLIVANS HARDWARE	2009 010-442-010	REPAIRS TO COURT	TY CO COURTHOUSE	97605	09/16/2009	09/18/2009	49.98
SYSCO FOOD SERVICES	2009 010-427-036	PRISONER MEALS	819219/TCSO	908170140	09/16/2009	09/18/2009	1,481.04
SYSCO FOOD SERVICES	2009 010-427-036	PRISONER MEALS	819219/TCSO	908200436	09/16/2009	09/18/2009	72.77
TDCAA NOW TRUST FUND	2009 010-419-007	OFFICE SUPPLIES	PAULA/CDA	26412	09/17/2009	09/18/2009	402.00
TELSTAR SPECIALTY PRODU	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	5876	09/16/2009	09/18/2009	534.65
TELSTAR SPECIALTY PRODU	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	5907	09/16/2009	09/18/2009	275.50
TELSTAR SPECIALTY PRODU	2009 010-442-010	REPAIRS TO COURT	COURTHOUSE	5877	09/16/2009	09/18/2009	239.95
TEXAS ASSOCIATION OF CD	2009 010-402-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09	09/15/2009	09/18/2009	72.81

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VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
TEXAS ASSOCIATION OF CD	2009 010-405-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09A	09/15/2009	09/18/2009		10.19
TEXAS ASSOCIATION OF CD	2009 010-407-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09B	09/15/2009	09/18/2009		51.76
TEXAS ASSOCIATION OF CD	2009 010-409-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09C	09/15/2009	09/18/2009		9.24
TEXAS ASSOCIATION OF CD	2009 010-410-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09D	09/15/2009	09/18/2009		9.93
TEXAS ASSOCIATION OF CD	2009 010-411-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09E	09/15/2009	09/18/2009		40.73
TEXAS ASSOCIATION OF CD	2009 010-412-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09F	09/15/2009	09/18/2009		9.24
TEXAS ASSOCIATION OF CD	2009 010-413-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09G	09/15/2009	09/18/2009		8.96
TEXAS ASSOCIATION OF CD	2009 010-414-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09H	09/15/2009	09/18/2009		8.96
TEXAS ASSOCIATION OF CD	2009 010-415-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09I	09/15/2009	09/18/2009		1.98
TEXAS ASSOCIATION OF CD	2009 010-419-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09J	09/15/2009	09/18/2009		78.35
TEXAS ASSOCIATION OF CD	2009 010-420-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09K	09/15/2009	09/18/2009		72.33
TEXAS ASSOCIATION OF CD	2009 010-421-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09L	09/15/2009	09/18/2009		38.19
TEXAS ASSOCIATION OF CD	2009 010-422-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09M	09/15/2009	09/18/2009		40.96
TEXAS ASSOCIATION OF CD	2009 010-423-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09N	09/15/2009	09/18/2009		30.43
TEXAS ASSOCIATION OF CD	2009 010-426-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09O	09/15/2009	09/18/2009		91.58
TEXAS ASSOCIATION OF CD	2009 010-427-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09P	09/15/2009	09/18/2009		28.63
TEXAS ASSOCIATION OF CD	2009 010-430-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09Q	09/15/2009	09/18/2009		10.85
TEXAS ASSOCIATION OF CD	2009 010-439-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09R	09/15/2009	09/18/2009		22.61
TEXAS ASSOCIATION OF CD	2009 010-412-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09X	09/15/2009	09/18/2009		272.55
TEXAS ASSOCIATION OF CD	2009 010-424-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09Y	09/15/2009	09/18/2009		117.88
TEXAS ASSOCIATION OF CD	2009 010-425-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09Z	09/15/2009	09/18/2009		117.88
TEXAS ASSOCIATION OF CD	2009 010-428-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AA	09/15/2009	09/18/2009		124.20
TEXAS ASSOCIATION OF CD	2009 010-429-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AB	09/15/2009	09/18/2009		117.88
TEXAS ASSOCIATION OF CD	2009 010-427-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AC	09/15/2009	09/18/2009		1,334.00
TEXAS ASSOCIATION OF CD	2009 010-426-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AD	09/15/2009	09/18/2009		3,665.61
TEXAS ASSOCIATION OF CD	2009 010-426-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AI	09/15/2009	09/18/2009		68.50
TEXAS ASSOCIATION OF CD	2009 010-426-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AJ	09/15/2009	09/18/2009		16.00
TEXAS ASSOCIATION OF CD	2009 010-401-099	CONTINGENCY FOR	4TH QTR WORK COMP	9/9/09AL	09/15/2009	09/18/2009		9.00
TEXAS ASSOCIATION OF CD	2009 010-442-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AS	09/15/2009	09/18/2009		585.02
TEXAS ASSOCIATION OF CD	2009 010-438-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AT	09/15/2009	09/18/2009		484.48
THERMACON SERVICE COMPA	2009 010-401-099	CONTINGENCY FOR	403.75-LABOR/JAIL	1718096	09/16/2009	09/18/2009		481.75
THERMACON SERVICE COMPA	2009 010-401-099	CONTINGENCY FOR	AUG2009RENT/JAIL	1718413	09/16/2009	09/18/2009		6,000.00
TIMBERLINE NURSERY, INC	2009 010-442-010	REPAIRS TO COURT	TYLERC COURTHOUSE	198020	09/16/2009	09/18/2009		92.00
TIMBERMANS SUPPLY	2009 010-442-010	REPAIRS TO COURT	60.00-LABOR/CMSRV	4201	09/16/2009	09/18/2009		167.29
TIMBERMANS SUPPLY	2009 010-442-010	REPAIRS TO COURT	CMSRV	224197	09/16/2009	09/18/2009		13.15
TOLARS FEED AND OUTDOOR	2009 010-426-023	ANIMAL CONTROL	TY CO S O	304462	09/16/2009	09/18/2009		6.95
TOLARS FEED AND OUTDOOR	2009 010-426-023	ANIMAL CONTROL	TY CO S O	305725	09/16/2009	09/18/2009		6.95
TOLARS FEED AND OUTDOOR	2009 010-426-023	ANIMAL CONTROL	TY CO S O	306103	09/16/2009	09/18/2009		13.90
TOLARS FEED AND OUTDOOR	2009 010-442-010	REPAIRS TO COURT	10661/COURTHOUSE	304557	09/16/2009	09/18/2009		10.50
TOLARS FEED AND OUTDOOR	2009 010-442-010	REPAIRS TO COURT	10661/COURTHOUSE	305794	09/16/2009	09/18/2009		38.85
TYLER COUNTY APPRAISAL	2009 010-401-024	TYLER COUNTY APP	4TH QTR ALLOC/COJUD	SEPT30,09	09/16/2009	09/18/2009		58,766.75
TYLER COUNTY BOOSTER	2009 010-401-013	ADVERTISING	8/27-9/3/09FOR BIDS	0007811	09/09/2009	09/18/2009		205.20
TYLER COUNTY BOOSTER	2009 010-426-023	ANIMAL CONTROL	8/27/09SHERIFF AD	0017747	09/15/2009	09/18/2009		42.00
TYLER COUNTY BOOSTER	2009 010-401-013	ADVERTISING	8/27/9/3,10/09BID N	0007823	09/15/2009	09/18/2009		201.60
TYLER COUNTY BOOSTER	2009 010-401-013	ADVERTISING	9/3,10/09TRUCK PURC	0007821	09/15/2009	09/18/2009		51.00
TYLER COUNTY BOOSTER	2009 010-401-013	ADVERTISING	8/27/9/3,10/09TRV T	0007822	09/15/2009	09/18/2009		171.00
TYLER COUNTY HOSPITAL	2009 010-401-098	MISCELLANEOUS EX	TOLBERT,ALEENA L	2006/ALT	08/19/2009	09/18/2009		40.00
TYLER COUNTY HOSPITAL	2009 010-401-098	MISCELLANEOUS EX	MILLER,BILLY D	5911/BDM	08/19/2009	09/18/2009		55.00
TYLER COUNTY HOSPITAL	2009 010-401-098	MISCELLANEOUS EX	WOOD,JENNIFER A	1858/WOOD	09/09/2009	09/18/2009		40.00
TYLER COUNTY HOSPITAL	2009 010-401-098	MISCELLANEOUS EX	LAURENT,JERRY DON J	1650/LAURENT	09/11/2009	09/18/2009		55.00
TYLER COUNTY HOSPITAL	2009 010-427-043	PRISONER MEDICAL	CARRILLD,SALOME	29576/CS	09/16/2009	09/18/2009		272.23
U PUMP IT	2009 010-426-029	GAS, OIL, GREASE	UP TYLERCOSH	804092	09/16/2009	09/18/2009		8,309.52
U PUMP IT	2009 010-442-010	REPAIRS TO COURT	UP TYCO COURTHOUSE	804086	09/16/2009	09/18/2009		413.82
VERIZON WIRELESS	2009 010-405-009	TELEPHONE	41899838600001/VAN	6314722563	09/15/2009	09/18/2009		15.88
VERIZON WIRELESS	2009 010-405-009	TELEPHONE	41899838600002/VETS	6314722564	09/17/2009	09/18/2009		85.92

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VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
VOLZ & ASSOCIATES, INC	2009 010-401-049	COURTHOUSE HISTO	8/14-31/09/COJUD	2080	09/16/2009	09/18/2009		1,269.96
WAL-MART COMMUNITY	2009 010-402-007	OFFICE SUPPLIES	00776899/COCLK	6899:8-09	09/15/2009	09/18/2009		29.25
WAL-MART COMMUNITY	2009 010-411-007	OFFICE SUPPLIES	20115797/JP1	5797:8-09	09/15/2009	09/18/2009		20.29
WAL-MART COMMUNITY	2009 010-430-007	OFFICE SUPPLIES	50005595/DPS	5595:8-09	09/15/2009	09/18/2009		33.43
WAL-MART COMMUNITY	2009 010-440-007	SUPPLIES	00620824/JUPRO	0824:8-09	09/15/2009	09/18/2009		115.94
WAL-MART COMMUNITY	2009 010-426-008	DEPUTIES SUPPLIE	00587809/TCSO	7809:8-09	09/16/2009	09/18/2009		81.43
WAL-MART COMMUNITY	2009 010-426-007	OFFICE SUPPLIES	00587809/TCSO	7809:8-09A	09/16/2009	09/18/2009		127.52
WAL-MART COMMUNITY	2009 010-421-007	OFFICE SUPPLIES	00776915/COJUD	6915:8-09	09/16/2009	09/18/2009		43.03
WAL-MART COMMUNITY	2009 010-442-007	JANITORS SUPPLIE	00776915/COJUD	6915:8-09A	09/16/2009	09/18/2009		49.61
WAL-MART COMMUNITY	2009 010-442-010	REPAIRS TO COURT	00776915/COJUD	6915:8-09B	09/16/2009	09/18/2009		244.48
WALLING SIGNS & GRAPHIC	2009 010-426-007	OFFICE SUPPLIES	CALHOON STAMP/TCSO	42302	09/16/2009	09/18/2009		21.95
WALLING SIGNS & GRAPHIC	2009 010-426-007	OFFICE SUPPLIES	NOTARY STAMP/TCSO	42357	09/16/2009	09/18/2009		43.90
WALLING SIGNS & GRAPHIC	2009 010-401-099	CONTINGENCY FOR	TYCOJU	42385	09/16/2009	09/18/2009		223.00
WARREN EQUIPMENT CO.	2009 010-401-099	CONTINGENCY FOR	TCSO	38037	09/16/2009	09/18/2009		6,976.00
WEB STORM COMPUTERS	2009 010-440-020	SUPPORT SERVICES	125.00-LABOR/JP1	859	09/15/2009	09/18/2009		125.00
WEB STORM COMPUTERS	2009 010-440-022	PROFESSIONAL SER	50.00-LABOR/TAX OFF	898	09/15/2009	09/18/2009		70.00
WEB STORM COMPUTERS	2009 010-440-012	EQUIPMENT REPAIR	50.00-LABOR/CDA	844	09/16/2009	09/18/2009		50.00
WEB STORM COMPUTERS	2009 010-401-099	CONTINGENCY FOR	100.00-LABOR/CDA	881	09/16/2009	09/18/2009		1,375.00
WEB STORM COMPUTERS	2009 010-401-099	CONTINGENCY FOR	50.00-LABOR/CDA	887	09/16/2009	09/18/2009		110.00
WEB STORM COMPUTERS	2009 010-401-099	CONTINGENCY FOR	50.00-LABOR/CDA	879	09/16/2009	09/18/2009		95.00
WEB STORM COMPUTERS	2009 010-440-020	SUPPORT SERVICES	125.00-LABOR/EMER M	845	09/15/2009	09/18/2009		135.00
WEB STORM COMPUTERS	2009 010-440-020	SUPPORT SERVICES	50.00-LABOR/EMER M6	750	09/15/2009	09/18/2009		50.00
WEST GROUP	2009 010-402-007	OFFICE SUPPLIES	1000413654/COCLK	818923381	09/17/2009	09/18/2009		47.00
NORTH HYDROCHEM	2009 010-401-099	CONTINGENCY FOR	TY CO JUSTICE CTR	13946	09/16/2009	09/18/2009		134.00
XEROX CORPORATION	2009 010-440-015	SERVICE CONTRACT	711323717/DSCLK	042697893	09/15/2009	09/18/2009		102.01
XEROX CORPORATION	2009 010-440-015	SERVICE CONTRACT	711323717/DSCLK	042085316	09/15/2009	09/18/2009		88.00

400,161.20

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A-1 JOHNNY PORTABLE TOI	2009 021-451-028	MACHINERY MAINT	1605-644/PCT1	86405	09/15/2009	09/18/2009		35.00
CMI - CHARLIE COX	2009 021-453-045	PURCHASE OF EQUI	NEW SHED PCT1BARN	620	09/15/2009	09/18/2009		3,000.00
D & J TIRE, INC	2009 021-451-030	TIRES, TUBES	2 TIRES/PCT1	H90537	09/15/2009	09/18/2009		549.26
GARDNER OIL, INC.	2009 021-451-029	GAS, OIL, GREASE	TYCO PCT1	93400	09/15/2009	09/18/2009		1,409.74
GARDNER OIL, INC.	2009 021-451-029	GAS, OIL, GREASE	TYCO PCT1	93574	09/15/2009	09/18/2009		813.63
GARDNER OIL, INC.	2009 021-451-029	GAS, OIL, GREASE	TYCO PCT1	93377	09/15/2009	09/18/2009		990.93
GARDNER OIL, INC.	2009 021-451-029	GAS, OIL, GREASE	TYCO PCT1	93660	09/15/2009	09/18/2009		745.22
GARDNER OIL, INC.	2009 021-451-029	GAS, OIL, GREASE	TYCO PCT1	710855	09/15/2009	09/18/2009		91.55
HSBC BUSINESS SOLUTIONS	2009 021-451-028	MACHINERY MAINT	00160100/PCT1	20495220	09/15/2009	09/18/2009		955.85
JERRYS SAW SHOP	2009 021-451-028	MACHINERY MAINT	15.00-LABOR/PCT1	018840	09/15/2009	09/18/2009		20.50
KEVINS A/C & ELECTRICAL	2009 021-453-045	PURCHASE OF EQUI	650.00-LABOR/PCT1BA	769769	09/15/2009	09/18/2009		700.00
LEADERSHIP SOUTHEAST TE	2009 021-451-043	TRAVEL, TRAINING	2010TUITION/PCT1	75	09/15/2009	09/18/2009		750.00
MATTS AUTOMOTIVE	2009 021-451-028	MACHINERY MAINT	249.43-LABOR/PCT1	8-6-09/PCT1	09/15/2009	09/18/2009		249.43
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	88.50-LABOR/PCT1	W-255435	09/15/2009	09/18/2009		96.45
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	55.00-LABOR/PCT1	W-255526	09/15/2009	09/18/2009		443.06
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	20.00-LABOR/PCT1	W-255636	09/15/2009	09/18/2009		49.98
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	0-LABOR/PCT1	W-256001	09/15/2009	09/18/2009		236.35
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	25.00-LABOR/PCT1	W-256121	09/15/2009	09/18/2009		25.00
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	20.00-LABOR/PCT1	W-256101	09/15/2009	09/18/2009		247.18
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	50.00-LABOR/PCT1	W-256339	09/15/2009	09/18/2009		50.00
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	81.00-LABOR/PCT1	W-256397	09/15/2009	09/18/2009		81.00
MODICA BROTHERS	2009 021-451-030	TIRES, TUBES	25.00-LABOR/PCT1	W-256558	09/15/2009	09/18/2009		25.00
NASH, MARTIN	2009 021-451-043	TRAVEL, TRAINING	LUFKIN-PARTS/MILEAG	9/15/09MN	09/16/2009	09/18/2009		72.05
O'REILLY AUTO PARTS	2009 021-451-028	MACHINERY MAINT	591681/PCT1	1451-289646	09/15/2009	09/18/2009		63.96
OFFICE DEPOT	2009 021-451-040	MISCELLANEOUS SU	63492243/PCT1	486225058001	09/16/2009	09/18/2009		65.15
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	17923	09/15/2009	09/18/2009		35.86
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	17932	09/15/2009	09/18/2009		39.99
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	18349	09/15/2009	09/18/2009		105.70
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	18369	09/15/2009	09/18/2009		9.58
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	K18381	09/15/2009	09/18/2009		122.01
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	18401	09/15/2009	09/18/2009		18.48
PARKER LUMBER	2009 021-453-045	PURCHASE OF EQUI	22700/PCT1	K18413	09/15/2009	09/18/2009		106.50
R&D HARDWARE & FEED	2009 021-451-028	MACHINERY MAINT	AUG1-31/PCT1	43/48/44	09/15/2009	09/18/2009		94.93
SMARTS TRUCK & TRAILER	2009 021-451-028	MACHINERY MAINT	T6000/PCT1	537411	09/15/2009	09/18/2009		522.20
STORY-WRIGHT	2009 021-451-040	MISCELLANEOUS SU	105140/PCT1	10-57390	09/15/2009	09/18/2009		148.58
SULLIVANS HARDWARE	2009 021-451-040	MISCELLANEDUS SU	TYL CO PCT1	97929	09/16/2009	09/18/2009		11.98
TEJAS EQUIPMENT INC	2009 021-451-028	MACHINERY MAINT	PARTS/PCT1	27273H	09/15/2009	09/18/2009		31.26
TEXAS ASSOCIATION OF CO	2009 021-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09U	09/15/2009	09/18/2009		11.46
TEXAS ASSOCIATION OF CO	2009 021-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AE	09/15/2009	09/18/2009		2,178.65
TEXAS ASSOCIATION OF CO	2009 021-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AM	09/15/2009	09/18/2009		128.09
THE CAP SHOP	2009 021-451-044	UNIFORMS	12COBRA TOF/PCT1	8-13-09PCT1	09/15/2009	09/18/2009		123.89
TIMBERMANS SUPPLY	2009 021-451-028	MACHINERY MAINT	12023/PCT1	223704	09/15/2009	09/18/2009		36.99
TIMBERMANS SUPPLY	2009 021-451-028	MACHINERY MAINT	12023/PCT1	223776	09/15/2009	09/18/2009		7.80
TRUCK & EQUIPMENT REPAI	2009 021-451-028	MACHINERY MAINT	200.00-LABOR/PCT1	0008176	09/15/2009	09/18/2009		200.00
TYLER COUNTY AUTO PARTS	2009 021-451-028	MACHINERY MAINT	7050/PCT1	424309	09/15/2009	09/18/2009		.81
TYLER COUNTY AUTO PARTS	2009 021-451-028	MACHINERY MAINT	7050/PCT1	424312	09/15/2009	09/18/2009		11.50
WAL-MART COMMUNITY	2009 021-451-040	MISCELLANEOUS SU	00195371/PCT1	5371:9-09	09/15/2009	09/18/2009		114.97

15,827.52

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
ADVANCED GLASS	2009 022-451-028	MACHINERY MAINT	TY CD PCT2	1218	09/15/2009	09/18/2009		28.02
D & J TIRE, INC	2009 022-451-030	TIRES, TUBES	37013/PCT2	H88577	09/15/2009	09/18/2009		303.00
DOM'S HEATING & AIR	2009 022-451-040	MISCELLANEOUS SU	65.00-LABOR/PCT2	6153	09/15/2009	09/18/2009		81.00
GARDNER OIL, INC.	2009 022-451-029	GAS, OIL, GREASE	TYCD PCT2	93379	09/15/2009	09/18/2009		919.69
GARDNER OIL, INC.	2009 022-451-029	GAS, OIL, GREASE	TYCD PCT2	93515	09/15/2009	09/18/2009		1,149.66
GARDNER OIL, INC.	2009 022-451-029	GAS, OIL, GREASE	TYCD PCT2	93516	09/15/2009	09/18/2009		996.26
GARDNER OIL, INC.	2009 022-451-029	GAS, OIL, GREASE	TYCD PCT2	93606	09/15/2009	09/18/2009		1,460.53
GARDNER OIL, INC.	2009 022-451-029	GAS, OIL, GREASE	TYCD PCT2	93633	09/15/2009	09/18/2009		1,101.09
GULF WELDING	2009 022-451-028	MACHINERY MAINT	30133/PCT2	76110	09/15/2009	09/18/2009		31.50
HARBOR FREIGHT TOOLS	2009 022-451-028	MACHINERY MAINT	TYLR759B/PCT2	01-517691	09/15/2009	09/18/2009		17.97
HAVIS FEED AND HARDWARE	2009 022-451-028	MACHINERY MAINT	TY CD PCT2	931461/79	09/15/2009	09/18/2009		17.01
HSBC BUSINESS SOLUTIONS	2009 022-451-028	MACHINERY MAINT	00160100/PCT2	20286776	09/15/2009	09/18/2009		78.29
JASPER FARM & RANCH SUP	2009 022-451-028	MACHINERY MAINT	TYL03/PCT2	IJ16821	09/15/2009	09/18/2009		26.45
JERRYS SAW SHOP	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	018799	09/15/2009	09/18/2009		22.95
JERRYS SAW SHOP	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	018893	09/15/2009	09/18/2009		22.90
JERRYS SAW SHOP	2009 022-451-028	MACHINERY MAINT	25.00-LABOR/PCT2	018900	09/15/2009	09/18/2009		39.25
JERRYS SAW SHOP	2009 022-451-028	MACHINERY MAINT	30.00-LABOR/PCT2	018940	09/15/2009	09/18/2009		57.80
KEVINS A/C & ELECTRICAL	2009 022-451-040	MISCELLANEOUS SU	400.00-LABOR/PCT2BA	769778	09/15/2009	09/18/2009		841.47
LAKEWAY TIRE & SERVICE	2009 022-451-030	TIRES, TUBES	26.00-LABOR/PCT2	028999	09/15/2009	09/18/2009		29.50
LAKEWAY TIRE & SERVICE	2009 022-451-030	TIRES, TUBES	40.00-LABOR/PCT2	029031	09/15/2009	09/18/2009		43.50
LAKEWAY TIRE & SERVICE	2009 022-451-030	TIRES, TUBES	20.00-LABOR/PCT2	029458	09/15/2009	09/18/2009		39.95
MILL MASTER MACHINE WOR	2009 022-451-028	MACHINERY MAINT	J047/PCT2	A3236	09/15/2009	09/18/2009		110.08
MILL MASTER MACHINE WOR	2009 022-451-028	MACHINERY MAINT	J051/PCT2	A3242	09/15/2009	09/18/2009		237.00
MILL MASTER MACHINE WOR	2009 022-451-028	MACHINERY MAINT	175.65-LABOR/PCT2	A3245	09/15/2009	09/18/2009		175.65
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	45.00-LABOR/PCT2	W-255391	09/15/2009	09/18/2009		54.95
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	6.00-LABOR/PCT2	W-255362	09/15/2009	09/18/2009		17.58
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	45.00-LABOR/PCT2	W-255490	09/15/2009	09/18/2009		45.00
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	15.00-LABOR/PCT2	W-255521	09/15/2009	09/18/2009		15.00
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	35.00-LABOR/PCT2	W-255711	09/15/2009	09/18/2009		111.25
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	10.00-LABOR/PCT2	W-255793	09/15/2009	09/18/2009		10.00
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	45.00-LABOR/PCT2	W-256039	09/15/2009	09/18/2009		45.00
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	40.00-LABOR/PCT2	W-256287	09/15/2009	09/18/2009		77.88
MODICA BROTHERS	2009 022-451-030	TIRES, TUBES	0-LABOR/PCT2	W-256335	09/15/2009	09/18/2009		80.86
MUSTANG CAT	2009 022-451-028	MACHINERY MAINT	0792910/PCT2	PART02640798	09/15/2009	09/18/2009		92.80
O'REILLY AUTO PARTS	2009 022-451-028	MACHINERY MAINT	591682/PCT2	1451-289798	09/15/2009	09/18/2009		14.99
OFFICE DEPOT	2009 022-451-040	MISCELLANEOUS SU	63492243/PCT2	486225058001	09/16/2009	09/18/2009		65.16
OIL CITY TRACTORS INC.	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	IV26250	09/16/2009	09/18/2009		108.91
PETERS TRACTOR & EQUIPM	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	33441	09/15/2009	09/18/2009		324.89
PETERS TRACTOR & EQUIPM	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	33455	09/15/2009	09/18/2009		324.89-
PETERS TRACTOR & EQUIPM	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	33542	09/15/2009	09/18/2009		544.04
PETERS TRACTOR & EQUIPM	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	33781	09/15/2009	09/18/2009		245.34
POWER PLAN	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	J07997	09/15/2009	09/18/2009		201.76
POWER PLAN	2009 022-451-028	MACHINERY MAINT	75.00-LABOR/PCT2	J44111	09/15/2009	09/18/2009		80.00
SULLIVANS HARDWARE	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	97646	09/16/2009	09/18/2009		13.70
SULLIVANS HARDWARE	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	97692	09/16/2009	09/18/2009		47.88
SULLIVANS HARDWARE	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	97748	09/16/2009	09/18/2009		11.12
SULLIVANS HARDWARE	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	97821	09/16/2009	09/18/2009		24.49
SULLIVANS HARDWARE	2009 022-451-028	MACHINERY MAINT	TYL CD PCT2	97925	09/16/2009	09/18/2009		19.96
TEXAS ASSOCIATION OF CO	2009 022-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AF	09/15/2009	09/18/2009		2,191.49
TEXAS ASSOCIATION OF CO	2009 022-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AN	09/15/2009	09/18/2009		129.23
TIMBERMANS SUPPLY	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	223566	09/15/2009	09/18/2009		97.76
TIMBERMANS SUPPLY	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	223702	09/15/2009	09/18/2009		5.45
TIMBERMANS SUPPLY	2009 022-451-028	MACHINERY MAINT	PARTS/PCT2	224058	09/15/2009	09/18/2009		92.58
TOOLS PLUS INDUSTRIES,	2009 022-451-028	MACHINERY MAINT	246L0VES/PCT2	32326	09/15/2009	09/18/2009		117.77
TRUCK & EQUIPMENT REPAI	2009 022-451-028	MACHINERY MAINT	100.00-LABOR/PCT2	0008182	09/16/2009	09/18/2009		100.00

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
TYLER COUNTY AUTO PARTS	2009 022-451-028	MACHINERY MAINT	7051/PCT2	423572	09/15/2009	09/18/2009		6.18
TYLER COUNTY AUTO PARTS	2009 022-451-028	MACHINERY MAINT	7051/PCT2	423713	09/15/2009	09/18/2009		19.44
TYLER COUNTY AUTO PARTS	2009 022-451-028	MACHINERY MAINT	7051/PCT2	423729	09/15/2009	09/18/2009		4.06
TYLER COUNTY AUTO PARTS	2009 022-451-028	MACHINERY MAINT	7051/PCT2	424033	09/15/2009	09/18/2009		18.45
TYLER COUNTY AUTO PARTS	2009 022-451-031	CULVERTS	7051/PCT2	423724	09/15/2009	09/18/2009		205.80
U PUMP IT	2009 022-451-029	GAS, OIL, GREASE UP	TYLERCCF2	804090	09/15/2009	09/18/2009		526.23

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VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
BILLY WILLIAMS TRUCKING	2009 023-451-032	ROAD MATERIAL	TYL CO PCT3	7-31-09PCT3	09/16/2009	09/18/2009		635.62
GARDNER OIL, INC.	2009 023-451-029	GAS, OIL, GREASE	TYCO PCT3	93366	09/16/2009	09/18/2009		1,809.07
GARDNER OIL, INC.	2009 023-451-029	GAS, OIL, GREASE	TYCO PCT3	93502	09/16/2009	09/18/2009		1,655.76
GARDNER OIL, INC.	2009 023-451-029	GAS, OIL, GREASE	TYCO PCT3	93583	09/16/2009	09/18/2009		798.66
GARDNER OIL, INC.	2009 023-451-029	GAS, OIL, GREASE	TYCO PCT3	93584	09/16/2009	09/18/2009		1,123.69
GARDNER OIL, INC.	2009 023-451-029	GAS, OIL, GREASE	TYCO PCT3	93605	09/16/2009	09/18/2009		1,256.23
J. CURE RADIATOR	2009 023-451-028	MACHINERY MAINT	TY CO PCT3	826589	09/16/2009	09/18/2009		124.00
LAKEWAY TIRE & SERVICE	2009 023-451-030	TIRES, TUBES	49.00-LABOR/PCT3	029609	09/16/2009	09/18/2009		79.00
LAKEWAY TIRE & SERVICE	2009 023-451-030	TIRES, TUBES	47.50-LABOR/PCT3	029677	09/16/2009	09/18/2009		97.45
LAKEWAY TIRE & SERVICE	2009 023-451-030	TIRES, TUBES	91.00-LABOR/PCT3	029857	09/16/2009	09/18/2009		91.00
MARTINS TRU-VALUE HDWE.	2009 023-451-028	MACHINERY MAINT	TYL CO PCT3	0012939	09/16/2009	09/18/2009		100.94
MODICA BROTHERS	2009 023-451-030	TIRES, TUBES	90.00-LABOR/PCT3	W-255667	09/16/2009	09/18/2009		166.25
MODICA BROTHERS	2009 023-451-030	TIRES, TUBES	10.00-LABOR/PCT3	W-255459	09/16/2009	09/18/2009		10.00
MUSTANG CAT	2009 023-451-028	MACHINERY MAINT	0792920/PCT3	PART2657106	09/16/2009	09/18/2009		202.81
POWERPLAN	2009 023-451-029	GAS, OIL, GREASE	8850494392/PCT3	J08102	09/16/2009	09/18/2009		229.65
POWERPLAN	2009 023-451-028	MACHINERY MAINT	8850494392/PCT3	J08415	09/16/2009	09/18/2009		286.79
RICHARDS ELECTRIC	2009 023-451-028	MACHINERY MAINT	TYL CO PCT3	8-26-09PCT3	09/16/2009	09/18/2009		12.75
SEXTON, MATTIE M	2009 023-451-040	MISCELLANEOUS SU	TYL CO PCT3BARN	7-24-09PCT3	09/16/2009	09/18/2009		35.00
SEXTON, MATTIE M	2009 023-451-040	MISCELLANEOUS SU	TYL CO PCT3BARN	8-5-09PCT3	09/16/2009	09/18/2009		35.00
SEXTON, MATTIE M	2009 023-451-040	MISCELLANEOUS SU	TYL CO PCT3BARN	8-21-09PCT3	09/16/2009	09/18/2009		35.00
SOUTHERN TIRE MART, LLC	2009 023-451-030	TIRES, TUBES	115736/PCT3	64036567	09/16/2009	09/18/2009		874.84
SOUTHERN TIRE MART, LLC	2009 023-451-030	TIRES, TUBES	115736/PCT3	64036611	09/16/2009	09/18/2009		629.54
TEXAS ASSOCIATION OF CO	2009 023-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09T	09/15/2009	09/18/2009		11.25
TEXAS ASSOCIATION OF CO	2009 023-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09A6	09/15/2009	09/18/2009		2,176.81
TEXAS ASSOCIATION OF CO	2009 023-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09A0	09/15/2009	09/18/2009		129.65
TIMBERMANS SUPPLY	2009 023-451-028	MACHINERY MAINT	12025/PCT3	223537	09/16/2009	09/18/2009		8.19
TIMBERMANS SUPPLY	2009 023-451-028	MACHINERY MAINT	12025/PCT3	223903	09/16/2009	09/18/2009		16.05
TIMBERMANS SUPPLY	2009 023-451-029	GAS, OIL, GREASE	12025/PCT3	223593	09/16/2009	09/18/2009		40.30
TIMBERMANS SUPPLY	2009 023-451-029	GAS, OIL, GREASE	12025/PCT3	223792	09/16/2009	09/18/2009		20.15
TYLER COUNTY AUTO PARTS	2009 023-451-028	MACHINERY MAINT	7052/PCT3	424310	09/16/2009	09/18/2009		28.94
U PUMP IT	2009 023-451-029	GAS, OIL, GREASE	UP TYCOPCT3	804089	09/16/2009	09/18/2009		91.86
VINYL CONNECTION	2009 023-451-032	ROAD MATERIAL	TY CO PCT3	470	09/17/2009	09/18/2009		85.00
WAL-MART COMMUNITY	2009 023-451-028	MACHINERY MAINT	00201559/PCT3	1559-8-09	09/16/2009	09/18/2009		69.97
WEB STORM COMPUTERS	2009 023-451-040	MISCELLANEOUS SU	62.50-LABOR/PCT3	863	09/16/2009	09/18/2009		62.50

13,029.72

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
ADVANCED GLASS	2009 024-451-028	MACHINERY MAINT	TYL CD PCT4	1556	09/16/2009	09/18/2009		260.00
APAC TEXAS, INC.	2009 024-451-032	ROAD MATERIAL	TYLER CD PCT4	16497	09/16/2009	09/18/2009		952.56
APAC TEXAS, INC.	2009 024-451-032	ROAD MATERIAL	TYLER CD PCT4	16503	09/16/2009	09/18/2009		960.40
APAC TEXAS, INC.	2009 024-451-032	ROAD MATERIAL	TYLER CD PCT4	16513	09/16/2009	09/18/2009		960.40
ATTOYAC CONSTRUCTION, L	2009 024-451-032	ROAD MATERIAL	CR4905/PCT4	2346	09/17/2009	09/18/2009		4,471.85
CINTAS CORPORATION #084	2009 024-451-044	UNIFORMS	084-01423/PCT4	084604488	09/16/2009	09/18/2009		121.75
CINTAS CORPORATION #084	2009 024-451-044	UNIFORMS	084-01423/PCT4	084605762	09/16/2009	09/18/2009		43.00
CINTAS CORPORATION #084	2009 024-451-044	UNIFORMS	084-01423/PCT4	084607037	09/16/2009	09/18/2009		43.00
CINTAS CORPORATION #084	2009 024-451-044	UNIFORMS	084-01423/PCT4	084608333	09/16/2009	09/18/2009		43.00
ELLIS TRUCK	2009 024-451-028	MACHINERY MAINT	100151/PCT4	97325	09/16/2009	09/18/2009		14.50
GARDNER OIL, INC.	2009 024-451-029	GAS, OIL, GREASE	TYCO PCT4	93554	09/16/2009	09/18/2009		2,172.66
GARDNER OIL, INC.	2009 024-451-029	GAS, OIL, GREASE	TYCO PCT4	93555	09/16/2009	09/18/2009		1,547.09
HOLLIS TIRE CO.	2009 024-451-030	TIRES, TUBES	10.00-LABOR/PCT4	171098	09/17/2009	09/18/2009		19.50
JASPER COUNTY TRACTOR F	2009 024-451-028	MACHINERY MAINT	TY CD PCT4	92605	09/17/2009	09/18/2009		338.96
LARRY TREST AUTO BROKER	2009 024-451-028	MACHINERY MAINT	217.00-LABOR/PCT4	8-21-09PCT4	09/16/2009	09/18/2009		375.08
MODICA BROTHERS	2009 024-451-030	TIRES, TUBES	35.00-LABOR/PCT4	W-256021	09/16/2009	09/18/2009		45.00
MOTT SUPPLY	2009 024-451-028	MACHINERY MAINT	TY CD PCT4	41052	09/17/2009	09/18/2009		99.86
MOTT WHOLESALE, INC.	2009 024-451-028	MACHINERY MAINT	TY CD PCT4	7528	09/16/2009	09/18/2009		472.99
MOTT WHOLESALE, INC.	2009 024-451-028	MACHINERY MAINT	TY CD PCT4	7682	09/16/2009	09/18/2009		83.26
OFFICE DEPOT	2009 024-451-040	MISCELLANEOUS SU	63492243/PCT4	486741759001	09/16/2009	09/18/2009		29.99
OFFICE DEPOT	2009 024-451-040	MISCELLANEOUS SU	63492243/PCT4	486180633001	09/16/2009	09/18/2009		106.78
OFFICE DEPOT	2009 024-451-040	MISCELLANEOUS SU	63492243/PCT4	486741758001	09/16/2009	09/18/2009		28.99-
POWER PLAN	2009 024-451-028	MACHINERY MAINT	1533.40-LABOR/PCT4	J44247	09/16/2009	09/18/2009		2,279.77
ROARK, A. W., JR.	2009 024-451-032	ROAD MATERIAL	TYL CD PCT4	112	09/16/2009	09/18/2009		927.00
ROARK, DAVID	2009 024-451-032	ROAD MATERIAL	TYL CD PCT4	112A	09/16/2009	09/18/2009		927.00
TEXAS ASSOCIATION OF CD	2009 024-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AH	09/15/2009	09/18/2009		2,626.30
TEXAS ASSOCIATION OF CD	2009 024-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09AF	09/15/2009	09/18/2009		130.78
TIMBERMANS SUPPLY	2009 024-451-028	MACHINERY MAINT	12026/PCT4	224108	09/16/2009	09/18/2009		7.93
TIMBERMANS SUPPLY	2009 024-451-028	MACHINERY MAINT	12026/PCT4	224149	09/16/2009	09/18/2009		123.33
VINYL CONNECTION	2009 024-451-032	ROAD MATERIAL	TY CD PCT4	470A	09/17/2009	09/18/2009		85.00
WAL-MART COMMUNITY	2009 024-451-040	MISCELLANEOUS SU	00201591/PCT4	1591:8-09	09/16/2009	09/18/2009		30.88
WALLING SIGNS & GRAPHIC	2009 024-451-040	MISCELLANEOUS SU	TYL CD PCT4	42455	09/16/2009	09/18/2009		151.20
WEB STORM COMPUTERS	2009 024-451-040	MISCELLANEOUS SU	62.50-LABOR/PCT4	863A	09/16/2009	09/18/2009		62.50
WEB STORM COMPUTERS	2009 024-451-040	MISCELLANEOUS SU	25.00-LABOR/PCT4	903	09/16/2009	09/18/2009		105.00

 20,589.33

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TYLER CO. RODEO ARENA/FAIRGRND A/P CLAIMS LIST

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ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PD NO	AMOUNT
PARKER LUMBER	2009 026-451-028	REPAIRS & MAINT	22705/RODEO	17791	09/15/2009	09/18/2009		4.05
PARKER LUMBER	2009 026-451-028	REPAIRS & MAINT	22705/RODEO	K18423	09/15/2009	09/18/2009		87.82
PARKER LUMBER	2009 026-451-028	REPAIRS & MAINT	22705/RODEO	18449	09/15/2009	09/18/2009		21.30

								113.17

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
LEADERSHIP SOUTHEAST TE	2009 028-451-040	MISCELLANEDUS EX	LSET ANNUAL 09/COJU	8/30-31/09JB	09/16/2009	09/18/2009		500.00
WALLING SIGNS & GRAPHIC	2009 028-451-040	MISCELLANEDUS EX	TYCOJU	42362	09/16/2009	09/18/2009		223.00
WALLING SIGNS & GRAPHIC	2009 028-451-040	MISCELLANEDUS EX	TYCOJU	42392	09/16/2009	09/18/2009		23.00

								746.00

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
NET DATA CORP.	2009 031-452-041	MISC. EXPENSE-RM	TYL900057/COCLK	11911	09/15/2009	09/18/2009		225.00
NET DATA CORP.	2009 031-453-045	PURCHASE OF EQUI	TYL900057/COCLK2SCA	11984	09/15/2009	09/18/2009		12,824.00
SOUTHWEST FILING & STOR	2009 031-453-045	PURCHASE OF EQUI	ROLLER SHELF DESK/C	13469	09/15/2009	09/18/2009		6,945.00
TEXAS ASSOCIATION OF CO	2009 031-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09W	09/15/2009	09/18/2009		10.46

								20,004.46

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TRP	PO NO	AMOUNT
INDOFF OFFICE SUPPLIES	2009 034-453-045	PURCHASE OF EQUI	187474/DSCLK	1497230	09/15/2009	09/18/2009		709.00
SOUTHWESTERN FINANCIAL	2009 034-451-050	RECORDS PRESERVA	90252/DSCLK	14694	09/15/2009	09/18/2009		210.00
SOUTHWESTERN FINANCIAL	2009 034-451-050	RECORDS PRESERVA	9002972/DSCLK	14691	09/15/2009	09/18/2009		324.60

								1,243.60

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
JAMES PUBLISHING	2009 036-492-050	LIBRARY BOOKS &	406683-00/CDA	2768764	09/17/2009	09/18/2009		87.94
LEXIS-NEXIS	2009 036-492-050	LIBRARY BOOKS &	1396TR/DISI-A	0908426372	09/09/2009	09/18/2009		38.00
LEXIS-NEXIS	2009 036-492-050	LIBRARY BOOKS &	1134N6	0907107608	09/16/2009	09/18/2009		73.00
LEXIS-NEXIS	2009 036-492-050	LIBRARY BOOKS &	1134N6/CDA	0908096113	09/16/2009	09/18/2009		73.00
WEST GROUP	2009 036-492-050	LIBRARY BOOKS &	1000643695/COJUD	818959189	09/16/2009	09/18/2009		200.00
WEST GROUP	2009 036-492-050	LIBRARY BOOKS &	1000643695/COJUD	818779993	09/16/2009	09/18/2009		200.00
WEST GROUP	2009 036-492-050	LIBRARY BOOKS &	1000640613/COAUD	818892621	09/16/2009	09/18/2009		94.00
WEST GROUP	2009 036-492-050	LIBRARY BOOKS &	1000705398/CDA	818884645	09/17/2009	09/18/2009		106.00

871.94

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
ANGELINA COUNTY WASTE	2009 037-451-043	CONTAINER HAULS	TYL CO COLL	523387	09/16/2009	09/18/2009		230.70
ANGELINA COUNTY WASTE	2009 037-451-043	CONTAINER HAULS	TYL CO COLL	523528	09/16/2009	09/18/2009		230.70
ANGELINA COUNTY WASTE	2009 037-451-043	CONTAINER HAULS	TYL CO COLL	523988	09/16/2009	09/18/2009		313.60
GARDNER OIL, INC.	2009 037-451-029	GAS, OIL, GREASE	TYCO COLLECTION	710853	09/16/2009	09/18/2009		982.32
I.E.S.I. HARDIN CO LAND	2009 037-451-043	CONTAINER HAULS	052032696/COLL	0003237024	09/16/2009	09/18/2009		1,426.00
I.E.S.I. HARDIN CO LAND	2009 037-451-043	CONTAINER HAULS	052032696/COLL	0003234942	09/17/2009	09/18/2009		1,674.00
IESI-SOUTHEAST TEXAS	2009 037-451-043	CONTAINER HAULS	051031305/COLL	0003234795	09/16/2009	09/18/2009		731.40
IESI-SOUTHEAST TEXAS	2009 037-451-043	CONTAINER HAULS	051031305/COLL	0003237220	09/16/2009	09/18/2009		344.98
LAKEWAY TIRE & SERVICE	2009 037-451-028	MACHINERY MAINT	49.00-LABOR/COLL	029881	09/16/2009	09/18/2009		111.70
MUSTANG CAT	2009 037-451-028	MACHINERY MAINT	872.64-LABOR/COLL	WORK00580690	09/16/2009	09/18/2009		1,204.76
O'REILLY AUTO PARTS	2009 037-451-028	MACHINERY MAINT	594755/COLL	1451-286159	09/16/2009	09/18/2009		140.26
O'REILLY AUTO PARTS	2009 037-451-028	MACHINERY MAINT	594755/COLL	1451-287139	09/16/2009	09/18/2009		3.99
SMARTS TRUCK & TRAILER	2009 037-451-028	MACHINERY MAINT	TYL CO COLL	537345	09/16/2009	09/18/2009		3.34
SMARTS TRUCK & TRAILER	2009 037-451-028	MACHINERY MAINT	TYL CO COLL	538786	09/16/2009	09/18/2009		177.48
SULLIVANS HARDWARE	2009 037-451-028	MACHINERY MAINT	TYL CO COLL	103682	09/16/2009	09/18/2009		33.59
TEXAS ASSOCIATION OF CO	2009 037-448-005	WORKER'S COMPENS	4TH QTR WORK COMP	9/9/09AK	09/15/2009	09/18/2009		672.75
TIMBERMANS SUPPLY	2009 037-451-029	GAS, OIL, GREASE	TY CO COLLECTION	223594	09/16/2009	09/18/2009		30.32
TIMBERMANS SUPPLY	2009 037-451-028	MACHINERY MAINT	TY CO COLLECTION	223647	09/16/2009	09/18/2009		34.40
TIMBERMANS SUPPLY	2009 037-451-028	MACHINERY MAINT	TY CO COLLECTION	224133	09/16/2009	09/18/2009		19.90
TRUCK & EQUIPMENT REPAI	2009 037-451-028	MACHINERY MAINT	100.00-LABOR/COLL	0008173	09/16/2009	09/18/2009		100.00
WAL-MART COMMUNITY	2009 037-451-028	MACHINERY MAINT	10142157/COLL	2157-8-09	09/16/2009	09/18/2009		8.01
WALLING SIGNS & GRAPHIC	2009 037-451-028	MACHINERY MAINT	TYL CO COLL	42455A	09/16/2009	09/18/2009		129.60

8,603.80

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TRP	PO NO	AMOUNT
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	WASHINGTON, JAFONDRA	20457	09/11/2009	09/18/2009		60.00
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	TINSLEY, BECKY	20457A	09/11/2009	09/18/2009		80.00
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	EDWARDS, COURTNEY	20457B	09/11/2009	09/18/2009		55.00
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	WILLIAMS, SHAGALA	20457C	09/11/2009	09/18/2009		64.60
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	STEPHENS, SHANNON	20457D	09/11/2009	09/18/2009		148.51
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	COBURN, ROSALEE	20457E	09/11/2009	09/18/2009		55.98
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	COOK, BRITTANY	20457F	09/11/2009	09/18/2009		168.81
BROOKSHIRE BROTHERS	2009 049-492-005	RESTITUTION MISC	MATTHEWS, MELINDA	204576	09/11/2009	09/18/2009		43.59
DOVER, BILL L	2009 049-492-005	RESTITUTION MISC	PATE, NATASHA	20456	09/11/2009	09/18/2009		45.55
TYLER COUNTY SHERIFF DE	2009 049-492-005	RESTITUTION MISC	WASHINGTON, JAFONDRA	20460	09/11/2009	09/18/2009		50.00
TYLER COUNTY SHERIFF DE	2009 049-492-005	RESTITUTION MISC	STEPHENS, SHANNON	20460A	09/11/2009	09/18/2009		50.00
TYLER COUNTY SHERIFF DE	2009 049-492-005	RESTITUTION MISC	COOK, BRITTANY	20460B	09/11/2009	09/18/2009		50.00
VILLADSEN, ADA R.	2009 049-492-005	RESTITUTION MISC	REFUND-OVERPAYMENT	20459	09/11/2009	09/18/2009		13.84
WD'S FAST STOP	2009 049-492-005	RESTITUTION MISC	VILLADSEN, ADA R,	20455	09/10/2009	09/18/2009		62.66
WD'S FAST STOP	2009 049-492-005	RESTITUTION MISC	STROUSE, GREGG	20455A	09/10/2009	09/18/2009		42.95

991.49

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
MODICA BROTHERS	2009 050-492-005	MISCELLANEOUS	12.00-LABOR/CDA	W-256761	09/17/2009	09/18/2009		63.82
MUSIC MOUNTAIN WATER CO	2009 050-492-005	MISCELLANEOUS	81654100/CDA	821011090	09/16/2009	09/18/2009		35.14
U PUMP IT	2009 050-492-005	MISCELLANEOUS	UP CRINDIS UP	804031	09/17/2009	09/18/2009		170.11
WAL-MART COMMUNITY	2009 050-492-005	MISCELLANEOUS	00960428/CDA	0428:8-09	09/17/2009	09/18/2009		57.48

								326.55

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
A T & T MOBILITY	2010 053-451-009	UTILITIES	889251812/OWENS	4274:9-09	09/15/2009	09/18/2009		111.09
A T & T MOBILITY	2010 053-451-009	UTILITIES	799341401/CSCD	1225:9-09	09/15/2009	09/18/2009		47.91
AMERICAN EXPRESS	2010 053-437-007	CCP SUPPLIES & D	22001/CSCD	22001:8-09A	09/15/2009	09/18/2009		22.98
CORRECTIONAL MGT. INST	2010 053-451-016	PROFESSIONAL FEE	37TH ANNUAL REGIS/C	10/4-7/09WBS	09/15/2009	09/18/2009		175.00
CORRECTIONAL MGT. INST	2010 053-451-016	PROFESSIONAL FEE	TESTIMONY TRNG/CSCD	10/14-15/09J	09/15/2009	09/18/2009		175.00
CORRECTIONS SOFTWARE SD	2010 053-451-016	PROFESSIONAL FEE	OCT.2009/CSCD	22817	09/15/2009	09/18/2009		995.00
KROLL LABORATORY SPECIA	2010 053-437-007	CCP SUPPLIES & D	GEORGE,LINSDEY D.	682417	09/15/2009	09/18/2009		15.00
KROLL LABORATORY SPECIA	2010 053-437-007	CCP SUPPLIES & D	HILL,ROBERT E.	682417A	09/15/2009	09/18/2009		15.00
QUILL CORPORATION	2010 053-437-007	CCP SUPPLIES & D	C2772734/CSCD	9064135	09/15/2009	09/18/2009		9.33
QUILL CORPORATION	2010 053-437-007	CCP SUPPLIES & D	C2772734/CSCD	9045004	09/15/2009	09/18/2009		389.02
STORY-WRIGHT	2010 053-437-007	CCP SUPPLIES & D	101851/CSCD	10-59991	09/15/2009	09/18/2009		12.99
TDCJ-CASHIER'S OFFICE	2010 053-437-049	CCP-REFUND TO ST	CCP FY08-09/CSCD/RE	20168	09/16/2009	09/18/2009		8,012.75
TYLER COUNTY	2010 053-437-014	CCP CONTRACT SER	SEP.09/CMSRV	20165	09/15/2009	09/18/2009		2,000.00

11,981.07

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PD NO	AMOUNT
TEXAS ASSOCIATION OF CO	2010 054-451-005	WORKERS COMP-REG	4TH QTR WORK COMP	9/9/09S	09/15/2009	09/18/2009		13.33
TEXAS ASSOCIATION OF CO	2010 054-437-005	WORKER'S COMPENS	4TH QTR WORK COMP	9/9/09AQ	09/15/2009	09/18/2009		30.00
TEXAS ASSOCIATION OF CO	2010 054-451-005	WORKERS COMP-REG	4TH QTR WORK COMP	9/9/09AR	09/15/2009	09/18/2009		36.75
WAL-MART COMMUNITY	2010 054-437-007	OFFICE SUPPLIES-	00620824/JUPRO	0824:8-09A	09/15/2009	09/18/2009		910.70
WEST GROUP	2010 054-437-007	OFFICE SUPPLIES-	1000442209/JUPRO	818923422	09/15/2009	09/18/2009		94.00

								1,084.78

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
A T & T	2009 076-451-009	TELEPHONE	40933108749585/EOC	9585:9-09EM	09/15/2009	09/18/2009		163.33
INDOFF OFFICE SUPPLIES	2009 076-451-007	OFFICE SUPPLIES	183922/EMER MGT	1485998	09/15/2009	09/18/2009		283.84
INDOFF OFFICE SUPPLIES	2009 076-451-007	OFFICE SUPPLIES	183922/EMER MGT	1485864	09/15/2009	09/18/2009		109.92
MODICA BROTHERS	2009 076-453-045	STANDBY MAINTENA	0-LABOR/EOC	W-256104	09/15/2009	09/18/2009		61.05
PARKER LUMBER	2009 076-453-045	STANDBY MAINTENA	22735/EMERG. MGT.	18239	09/15/2009	09/18/2009		12.96
SULLIVANS HARDWARE	2009 076-451-007	OFFICE SUPPLIES	TY CO EMER MGT	103775	09/15/2009	09/18/2009		17.98
TEXAS ASSOCIATION OF CO	2009 076-448-005	WORKERS COMPENSA	4TH QTR WORK COMP	9/9/09V	09/15/2009	09/18/2009		8.27
TYLER COUNTY AUTO PARTS	2009 076-453-045	STANDBY MAINTENA	874/EMER MGT	424237	09/15/2009	09/18/2009		9.90
U PUMP IT	2009 076-451-028	VEHICLE OPERATIO	UP TYCO EMER MGT2	804087	09/15/2009	09/18/2009		335.70
U PUMP IT	2009 076-451-029	STANDBY FUEL	UP TYCO EMER MGT2	804087A	09/15/2009	09/18/2009		116.49
WALLING SIGNS & GRAPHIC	2009 076-451-007	OFFICE SUPPLIES	TYL CO EMER MGT	42422	09/15/2009	09/18/2009		1,178.00
WALLING SIGNS & GRAPHIC	2009 076-451-012	TRAINING & TRAVE	BURN BAN LIFT/COJUD	42282	09/17/2009	09/18/2009		82.50
WHIRLPOOL	2009 076-451-007	OFFICE SUPPLIES	1YR WARRANTY/EOC	1YR.WRNTY9/2	09/15/2009	09/18/2009		52.45

2,432.39

ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
KEVINS A/C & ELECTRICAL	2009 089-451-028	REPAIRS & MAINTE	225.00-LABOR/NUTRIT	769770	09/15/2009	09/18/2009		705.00
MAGNOLIA APPLIANCE	2009 089-451-028	REPAIRS & MAINTE	52.00-LABOR/NUTRI C	451780	09/15/2009	09/18/2009		101.00
PARKER LUMBER	2009 089-451-028	REPAIRS & MAINTE	22700/NUTRITION CTR	18210	09/15/2009	09/18/2009		26.36
PARKER LUMBER	2009 089-451-028	REPAIRS & MAINTE	22735/NUTRITION CTR	K18259	09/15/2009	09/18/2009		33.51
PARKER LUMBER	2009 089-451-028	REPAIRS & MAINTE	22735/NUTRITION CTR	17827	09/15/2009	09/18/2009		49.96
								915.83

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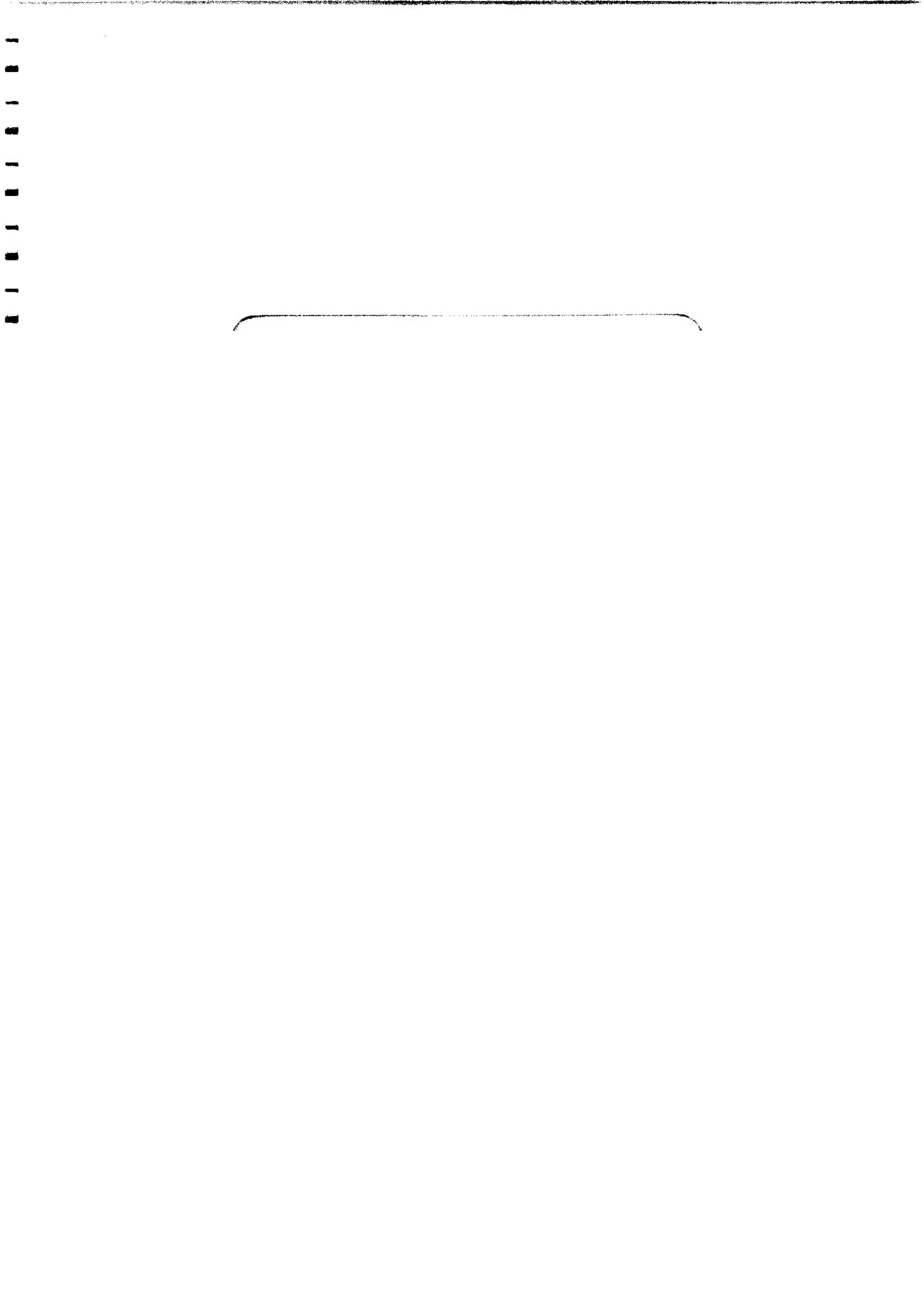
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ALL RECORDS FROM 09/18/2009 TO 09/18/2009 DATE-TO-BE-PAID

VENDOR NAME	ACCOUNT #	ACCOUNT NAME	ITEM/REASON	INVOICE #	VP DATE	DATE TBP	PO NO	AMOUNT
WAL-MART COMMUNITY	2009 100-451-007	SUPPLIES	00620824/JUPRO	0824:8-09B	09/15/2009	09/18/2009		49.88

								49.88
			TOTAL PAYABLES					513,409.03



PATTILLO, BROWN & HILL, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

TYLER COUNTY, TEXAS

CASH BASIS FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2008**

TYLER COUNTY, TEXAS

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(continued)

INTRODUCTORY SECTION

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MAJOR INITIATIVES

For the Year

One of the major initiatives for 2008 was to proceed with the renovation of the J. B. Best Building. This project has taken longer than anticipated. The completion date is thought to be late 2008 or early 2009.

The Jail Commission of Texas has informed Tyler County that its jail is out of compliance on population and inmates are being housed in other counties. Commissioners' Court began researching what is needed and where to get answers to this problem.

At this time, Tyler County is contemplating the answers to the overcrowding in the Jail. A contract has been awarded to a firm to study and report what is needed to correct the problem plus give a report on future needs. It appears a new jail will be needed and the decisions on what kind of facility to build.

During the Hurricane Rita disaster in 2005, the County was awarded monies through the FEMA (#1606) Grant for the debris cleanup and other damage sustained by the County and other entities. This grant was still open at the end of 2008. Because of the heavy damage, Tyler County was able to get several additional grants to assist the County and citizens of the County.

Tyler County has established an Emergency Operations Center in the Tyler County Nutrition (Senior Citizens) Building at 201 Willow, Woodville, Texas. Here the operations will have much needed room to operate during another disaster if needed. The disaster grants continue to be a major item for consideration. They have assisted so many of Tyler County's needs.

The Tyler Collection Center (garbage transfer station) is located west of Woodville. It is one of the best in the state. Being established in 1993, much of the original equipment is still being used. An update of this equipment is anticipated in the near future.

The J. B. Best Building will house the Tyler County Clerk for which renovations remain to be completed. The movement of the Clerk's offices to this building will free up much needed space in the courthouse and will allow additional space for the customers in the oil business to work in the County Clerk's office.

General Government Functions

The Commissioners' Court is the governing body of the County. The Texas Constitution specifies that the Court consists of a County Judge, who is elected at large and serves as presiding officer, and four County Commissioners elected by the voters of their individual precinct. The Court exercises the powers provided by law to conduct the varied business of the County. The Local Government Code prescribes the duties and grants authority to the Commissioners' Court and other County officers relating to financial management. In compliance with state statutes, the Commissioners' Court maintains budgetary control to ensure that provisions embodied within the annually appropriated budget are met for most County functions. According to the budget laws of the State of Texas, expenditures may not exceed the amount appropriated for each fund.

The Budget Process

The County Judge serves as the Budget Officer and, along with the County Auditor, prepares an annual budget for presentation and approval by the Commissioners' Court. Departments submit budget requests for budget revisions and amendments to the County Auditor, who reviews for conformity to statutes, appropriateness within the scope of budget objectives and makes recommendations to the Commissioners' Court as required. The Commissioners' Court maintains sole authority for revising or amending the budget.

Notices, budget request forms, and a proposed budget planning calendar are distributed to elected officials and department heads who are responsible for preparing a departmental budget request and submitting the same to the County Judge, along with supporting documentation.

The County auditor estimates historical revenues and beginning balances in conjunction with information obtained from various County offices. The County Judge compiles and analyzes budget requests and estimated revenues, conducting budget review meetings with departments and the County Auditor.

A preliminary budget is submitted to Commissioners' Court and budget workshops are held with individual departments, if requested. A proposed budget is filed with the County Clerk for public inspection and a tax rate is proposed to support that budget, based upon the Tax Assessor/Collector's publication of the "Effective Tax Rate."

Notices of the proposed tax rate are published in the local newspaper and public hearings are held to receive comments on the proposed budget and on the proposed tax rate. Changes warranted by law and required in the interest of the taxpayer are made, the budget is adopted, and a tax rate is set. The approved budget is filed with the County Clerk and the County Auditor.

The County Auditor monitors expenditures of the various departments to prevent expenditures from exceeding budget appropriations and sends a monthly financial report to Commissioners' Court and the District Judges. The County Auditor provides a budget to actual expenditures report to each department on a monthly basis.

Departments may receive added incentives for efforts in cost effective measures during the budget year. Certain budget balances are carried forward (through the budget process) to allow and encourage departments to save toward larger expenditures. Road and Bridge departments are probably the most affected by the budget carry forward issue, as larger balances may occur.

Internal Control Structure

The County's accounting records for general government operations are maintained and the financial statements are presented on a cash basis. The financial operating controls are shared by the Commissioners' Court, which is the governing body, and the County Auditor, who is appointed by the District Judges.

The County Auditor has the basic responsibility for maintaining the records of all financial transactions of the County and examining, auditing, and approving all disbursements from County funds prior to submission to Commissioners' Court for payment.

TYLER COUNTY, TEXAS

LIST OF ELECTED AND APPOINTED OFFICIALS

DECEMBER 31, 2008

COMMISSIONERS' COURT:

Jacques L. Blanchette	County Judge
Martin Nash	Commissioner, Precinct #1
Rusty Hughes	Commissioner, Precinct #2
Joe Marshall	Commissioner, Precinct #3
Jack Walston	Commissioner, Precinct #4

JUDICIAL:

Joe R. Smith	District Attorney
Melissie Evans	District Clerk

COUNTY COURT AT LAW:

Donece Gregory	County Clerk
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JUSTICE COURTS:

Bryan Weatherford	Justice of Peace, Precinct #1
Stevan Sturrock	Justice of Peace, Precinct #2
Milton Powers	Justice of Peace, Precinct #3
Jim Moore	Justice of Peace, Precinct #4

LAW ENFORCEMENT:

David Hennigan	County Sheriff
Garry Mattingly	Constable, Precinct #1
David Davis	Constable, Precinct #2
Wade Skinner	Constable, Precinct #3
Jim Zachary	Constable, Precinct #4

FINANCIAL ADMINISTRATION:

Lynette Cruse	Tax Assessor/Collector
Sharon Fuller	County Treasurer
Joyce Moore	County Auditor*

*Designated appointed official. All others are elected.

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PATTILLO, BROWN & HILL, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
Members of the Commissioners' Court
Tyler County, Texas

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Tyler County, Texas, as of and for the year ended December 31, 2008, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Tyler County's management. 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 and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

As discussed in Note 1, Tyler County, Texas, prepares its financial statements on the cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position – cash basis of the governmental activities, each major fund, and the aggregate remaining fund information of Tyler County, Texas, as of December 31, 2008, and the respective changes in financial position – cash basis for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 16, 2009, on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in assessing the results of our audit.

The management's discussion and analysis, budgetary comparison information, and the Schedule of Funding Progress for the Texas County and District Retirement System on pages 10 through 15 and 31 through 34 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Tyler County's basic financial statements. The introductory section and combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U. S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*, and is also not a required part of the basic financial statements of the County. The combining and individual nonmajor fund statements and schedules and the Schedule of Expenditures of Federal Awards have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

Pattillo, Brown + Hill, L.L.P.

September 16, 2009

MANAGEMENT'S DISCUSSION AND ANALYSIS

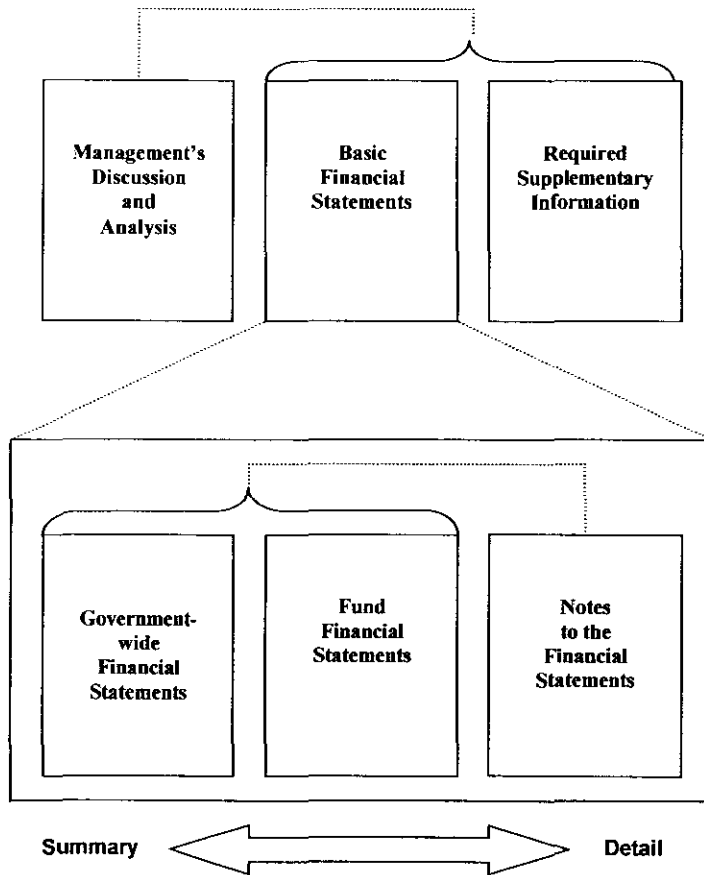
The Management's Discussion and Analysis ("MD&A") provides an overview of Tyler County's (the "County") financial performance for the year ended December 31, 2008. This overview is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the County's financial activity, (c) identify changes in the County's financial position (its ability to address the next and subsequent year challenges), (d) identify and material deviations from the financial plan (the approved budget), and (e) identify individual fund issues or concerns.

Please consider the information presented here in conjunction with the transmittal letter on pages 1 – 6 and the County's financial statements, which follow this section.

THE STRUCTURE OF OUR ANNUAL REPORT

The table of contents presented at the beginning of this report provides an overview of the structure of the County's report, as well as the page numbers where the respective sections can be located within the report, as more fully described below.

Figure A-1, Required Components of the County's Annual Financial Report



The Annual Financial Report is presented as compliant with the financial reporting model in effect pursuant to GASB Statement No. 34. This financial reporting model requires governments to present certain basic financial statements as well as a Management's Discussion and Analysis ("MD&A") and certain other Required Supplementary Information (RSI). The basic financial statements include 1) government-wide financial statements, 2) individual fund financial statements, and 3) notes to the financial statements.

GOVERNMENT-WIDE STATEMENTS

The government-wide statements report information about the County as a whole using the cash basis of accounting. These statements are designed to provide information about cost of services, operating results and financial position of the County as an economic entity. The Statement of Net Assets and the statement of Activities, which appear first in the County's financial statements, report information on the County's activities that enable the reader to understand the financial condition of Tyler County. These statements are prepared using the *cash basis of accounting*. Current year's revenues and expenses are taken into account only if cash has changed hands.

The *statement of net assets* presents information of Tyler County's cash and investments and cash basis – net assets. The reported change in financial condition is a change in cash position and not a change in the economic condition of the County. Other non-financial factors, such as the County's property tax base, need to be considered in order to assess the overall health of the County.

The *statement of activities* presents information showing how the County's net assets changed during the most recent fiscal year. All changes in net assets are reported as cash receipts are received and disbursements are made. Thus, receipts and disbursements are reported in these statements.

In the Statement of Net Assets and the Statement of Activities, the County has only one type of activity:

Governmental Activities – Most of the County's basic services are reported here, such as general government, administration of justice, roads and bridges, public safety, public transportation, health and human services, tax administration and interest and fees on long-term debt.

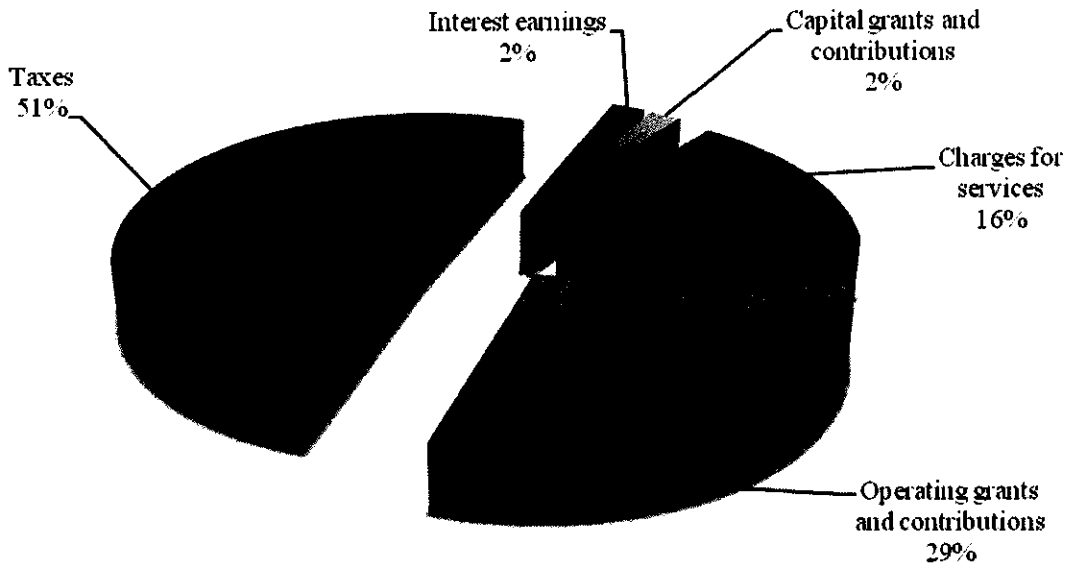
The government-wide financial statements can be found on pages 16 – 17 of this report.

FUND FINANCIAL STATEMENTS

Traditional users of government financial statements will find the fund financial statement presentation more familiar. The focus is now on the County's most significant funds. The fund financial statements provide more information about the County's most significant funds – not the County as a whole.

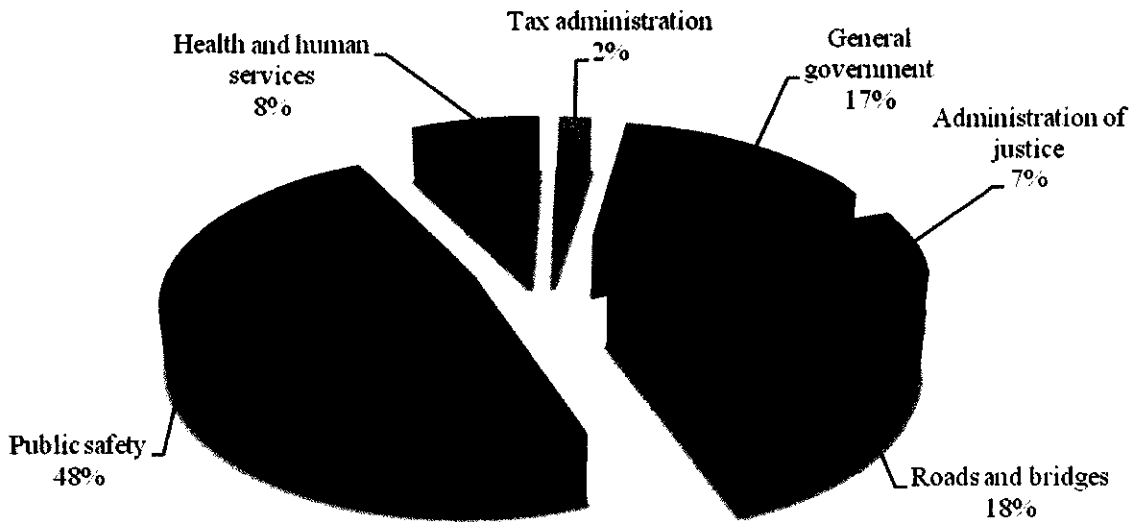
Graphic presentations of selected data from the summary tables follow to assist in the analysis of the County's activities.

Governmental Receipts



Total governmental receipts decreased by \$3,061,245 under the prior year. This decrease is primarily the result of reduced grant revenue related to the Hurricane Disaster Fund. Property tax revenue increased over the prior year by \$92,404. Sales tax revenue has decreased under the prior year by \$5,556.

Governmental Disbursements



Governmental disbursements have decreased as well by \$1,590,937 under the prior year. The majority of this decrease is directly related to less spending related to the Hurricane Disaster Fund.

FINANCIAL ANALYSIS OF THE COUNTY'S FUNDS

As noted earlier, Tyler County uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the County's *governmental funds* is to provide information on near-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the County's financing requirements. In particular, unreserved fund balance may serve as a useful measure of the County's net resources available for spending at the end of the year.

The County's governmental funds reflect a combined fund balance of \$6,965,668. Of this, \$4,336,020 is unreserved and available for day-to-day operations of the County, and \$1,622,889 is reserved for Special Revenue Funds.

There was a decrease in the combined fund balance of \$149,344 over the prior year. Included in the decrease are increases of \$465,375 in the General Fund and \$207,684 in the Road and Bridge Fund. The bulk of the decrease was a decrease of \$1,159,795 in the Hurricane Disaster Fund.

General Fund and Road and Bridge. Actual General Fund receipts were over final budgeted receipts by \$283,135 during the year. This increase is attributable to property taxes, sales taxes, and charges for services exceeding the anticipated amount in the original budget projections. General Fund disbursements were under the final budget by \$890,864.

Capital Assets. The County maintains its financial records on the cash basis of accounting and as a result, has not recorded capital assets.

Long-term Debt. At the end of the fiscal year, the County has total debt outstanding of \$258,147 which is comprised of two lease purchase agreements. As a result of maintaining financial records on the cash basis of accounting, the County has not recorded this liability in its financial statements.

Economic Factors. The County continues to grow as seen in the increase in assessed property valuations for both residential and commercial entities. The County has continued the permanent road program to solidify the infrastructure of the County.

CONTACTING THE COUNTY'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the County's finances. Questions concerning this report or requests for additional financial information should be directed to Joyce Moore, County Auditor, Tyler County, 100 West Bluff, Woodville, Texas 75979.

TYLER COUNTY, TEXAS
STATEMENT OF NET ASSETS - CASH BASIS
DECEMBER 31, 2008

	<u>Governmental Activities</u>
ASSETS	
Cash and cash investments	\$ 5,958,909
Total assets	<u>5,958,909</u>
NET ASSETS	
Restricted for:	
Road and bridge	1,477,763
Unrestricted	<u>4,481,146</u>
Total net assets	<u>\$ 5,958,909</u>

The notes to the financial statements are an integral part of this statement.

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TYLER COUNTY, TEXAS

STATEMENT OF CASH BASIS ASSETS, LIABILITIES AND FUND BALANCES

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	<u>General</u>	<u>Road and Bridge</u>	<u>Hurricane Disaster</u>	<u>CDBG Disaster Recovery</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS						
Cash and cash investments	\$ 3,732,277	\$ 1,276,255	\$ -	\$ -	\$ 950,377	\$ 5,958,909
Due from other funds	<u>805,251</u>	<u>201,508</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,006,759</u>
Total assets	<u>\$ 4,537,528</u>	<u>\$ 1,477,763</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 950,377</u>	<u>\$ 6,965,668</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Due to other funds	\$ 201,508	\$ -	\$ 678,707	\$ -	\$ 126,544	\$ 1,006,759
Total liabilities	<u>201,508</u>	<u>-</u>	<u>678,707</u>	<u>-</u>	<u>126,544</u>	<u>1,006,759</u>
Fund balances:						
Unreserved	4,336,020	-	-	-	-	4,336,020
Reserved:						
Reserved for special revenue funds	<u>-</u>	<u>1,477,763</u>	<u>(678,707)</u>	<u>-</u>	<u>823,833</u>	<u>1,622,889</u>
Total fund balances	<u>4,336,020</u>	<u>1,477,763</u>	<u>(678,707)</u>	<u>-</u>	<u>823,833</u>	<u>5,958,909</u>
Total liabilities and fund balances	<u>\$ 4,537,528</u>	<u>\$ 1,477,763</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 950,377</u>	<u>\$ 6,965,668</u>

The notes to the financial statements are an integral part of this statement.

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TYLER COUNTY, TEXAS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2008

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The authority of the County governments and their specific functions and responsibilities are created by and dependent upon laws and legal regulations of the Texas State Constitution and Vernon's Annotated Civil Statute (VACS).

These financial statements are presented on a cash basis of accounting. The cash basis differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Government Accounting Standards Board (GASB) pronouncements. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied to the extent they are applicable to the cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails.

A. Reporting Entity

The County's basic financial statements include the primary government only. The County has no oversight responsibility for any other entity since they are not considered financially accountable to the County. Financial accountability is determined on the basis of budget adoption, taxing authority, funding and appointment of the respective governing body.

B. Government-wide and Fund Accounting

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information about the County as a whole, excluding fiduciary activities. These statements include all activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental receipts, are reported separately from business-type activities, which the county has none.

The statement of activities presents a comparison between direct disbursements and program receipts for each function of the County's governmental activities. Direct disbursements are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program receipts include charges paid by the recipients of goods or services offered by the programs and grants that are restricted to meeting the operational or capital requirements of a particular program. Receipts that are not classified as program receipts, such as taxes and investment earnings, are presented as general receipts.

Separate financial statements are provided for governmental and agency funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

(continued)

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

B. Government-wide and Fund Accounting (Continued)

In the fund financial statements, the accounts of the County are organized on the basis of funds, 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 that comprise its assets, liabilities, fund equity, receipts, and disbursements, as appropriate. Following is a description of the various funds:

Governmental Funds

Governmental funds are those funds through which most governmental functions are typically financed.

The County reports the following major governmental funds:

The **General Fund** is used to account for all financial transactions not properly includable in other funds. The principal sources of receipts include local property taxes, licenses and permits, fines and forfeitures, and charges for services. Disbursements include general government, administration of justice, health and human services, and tax administration.

The **Road and Bridge Fund** is a Special Revenue Fund used to account for receipts of property taxes levied and vehicle registration fees for the Road and Bridge Fund. Uses of funds are restricted for the maintenance of roads, bridges, and the operations of related facilities. All precinct operations as well as permanent road monies are accounted for in this fund.

The **Hurricane Disaster Fund** is a Special Revenue Fund used to account for grant revenue received from FEMA to cover costs associated with the Hurricane Rita and Hurricane Ike disasters.

The **CDBG Disaster Recovery Fund** is a Special Revenue Fund used to account for grant revenue received from ORCA to cover costs associated with the Hurricane Ike disaster.

Additionally, the County reports the following fund type:

The **Special Revenue Funds** are used to account for proceeds of specific receipts sources that are legally restricted to disbursements for specified purposes (not including permanent funds or major capital projects).

Agency Funds – are custodial in nature and do not present results of operations or have a measurement focus. Agency funds are accounted for using the accrual basis of accounting. These funds are used to account for assets that the County holds for others in an agency capacity.

(continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Assets, Liabilities and Net Assets or Fund Equity (Continued)

Property Taxes (Continued)

The appraisal of property within the County is the responsibility of the countywide appraisal district, which is required under the Property Tax Code to assess all property within the appraisal district on the basis of 100 percent of its appraised value, and is prohibited from applying any assessment ratios. The appraisal district must review the value of the property within the County every three years unless the County, at its own discretion, requires more frequent reviews. The County may challenge the appraised values through various appeals and, if necessary, legal action. Under this legislation, the County sets tax rates on County property.

Net Assets

Equity is classified as net assets and displayed in two components:

Restricted net assets – consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Unrestricted net assets – all other net assets that do not meet the definition of “restricted.”

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The original budget is adopted by the Commissioners’ Court prior to the beginning of the year. The legal level of control is the department level as defined by state statute. Management is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total disbursements of any fund must be approved by the Commissioners’ Court.

Budgets for the governmental fund types are adopted on a cash basis. Budgeted amounts are as originally adopted, or as amended by the Commissioners’ court. Budgets are adopted for all funds except the TDHCA Owner Occupied Home Grant, Benevolence, CDA Forfeiture, Sheriff Forfeiture, Temple Foundation, Violence Against Women, Small Business Loan, Water Improvement, Peace Officer Service Fee, Help America Vote Grant, Crime Stoppers, District Attorney Hot Check Fees, and Homeland Security Funds.

(continued)

2. **STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (Continued)**

Deficit Fund Equity

The funds below had deficit fund balances at December 31, 2008, as indicated.

Special revenue funds:	
TDHCA Owner Occupied Home Grant	\$ 126,544
Hurricane Disaster	678,707

3. **DETAILED NOTES ON ALL FUNDS**

A. Deposits and Investments

Interest Rate Risk. In accordance with its investment policy, the County manages its exposure to declines in fair market values by limiting the stated maturity of all investments to no more than 90 days.

Custodial Credit Risk – Deposits. In the case of deposits, this is the risk that in the event of a bank failure, the County's deposits may not be returned to it. The County's investment policy requires funds on deposit at the depository bank to be collateralized by securities and FDIC insurance. As of December 31, 2008, pledged securities and FDIC insurance exceeded bank balances.

B. Interfund Transactions

Transfers between the primary governmental funds during the 2008 year were as follows:

<u>Transfer out</u>	<u>Transfer in</u>	<u>Amount</u>
General	Road and bridge	\$ 292,048
General	Nonmajor governmental	172,730
Nonmajor governmental	General	<u>82,407</u>
Total transfers		<u>\$ 547,185</u>

Amounts transferred between funds relate to amounts collected by General, Road and Bridge, and Special Revenue Funds for various governmental disbursements.

(continued)

4. **OTHER INFORMATION (Continued)**

C. **Pension Plans (Continued)**

Funding Policy (Continued)

The Commissioners' Court adopted the rate of 7% as the contribution rate payable by the employee members for calendar year 2008. The Commissioners' Court may change the employee contribution rate and the employer contribution rate within the options available in the TCDRS Act.

Annual Pension Costs

The County's schedule of funding information can be found in the Required Supplementary Information section of this report.

The annual required contributions were actuarially determined as a percent of the covered payroll of the participating employees, and were in compliance with the GASB Statement No. 27 parameters based on the actuarial valuation as of December 31, 2006, the basis for determining the contribution rate for plan year 2007.

Actuarial Cost Method	Entry Age
Amortization Method	Level percent of Payroll, closed
Remaining Amortization Period	15 Years
Asset Valuation Method	SAF: 10-yr. smoothed value ESF: Fund value
Investment Rate of Return	8%
Projected Salary Increases	5.3%
Includes Inflation At	3.5%
Cost-of-Living Adjustments	None

**Trend Information for the Retirement Plan
for the Employees of Tyler County**

<u>Accounting Year Ending</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Obligation</u>
12/31/06	\$ 216,672	100%	\$ -
12/31/07	222,055	100%	-
12/31/08	247,528	100%	-

(continued)

4. OTHER INFORMATION (Continued)

D. Operating Leases

During the 2007 fiscal year, the County entered into two operating leases with Caterpillar Corporation for the use of a Backhoe Loader and a Motor Grader. In fiscal year 2008, the County entered into another lease agreement with Caterpillar for the use of a Wheel Loader. For the year ended December 31, 2008, lease expenditures on all three leases totaled \$48,798. Future minimum operating lease commitments are as follows:

<u>Year Ending December 31,</u>	
2009	\$ 69,388
2010	69,388
2011	69,389
2012	<u>49,982</u>
Total	<u>\$ 258,147</u>

TYLER COUNTY, TEXAS

**SCHEDULE OF RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH BASIS FUND BALANCES - BUDGET AND ACTUAL**

GENERAL FUND

(Continued)

FOR THE YEAR ENDED DECEMBER 31, 2008

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
DISBURSEMENTS (Continued)				
Health and human services				
Veterans' services	\$ 21,634	\$ 21,634	\$ 19,877	\$ 1,757
County extension	66,635	66,635	60,867	5,768
Community service	66,981	66,981	62,600	4,381
Health and sanitation	10,600	10,600	8,740	1,860
Foster child care	5,000	5,000	4,101	899
Total health and human services	<u>170,850</u>	<u>170,850</u>	<u>156,185</u>	<u>14,665</u>
Tax administration				
Tax assessor collector	208,300	208,300	199,384	8,916
Total tax administration	<u>208,300</u>	<u>208,300</u>	<u>199,384</u>	<u>8,916</u>
Capital outlay				
Capital outlay	269,100	269,100	146,860	122,240
Total capital outlay	<u>269,100</u>	<u>269,100</u>	<u>146,860</u>	<u>122,240</u>
Total disbursements	<u>5,784,635</u>	<u>5,784,635</u>	<u>4,893,771</u>	<u>890,864</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>(326,253)</u>	<u>(326,253)</u>	<u>847,746</u>	<u>1,173,999</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	45,000	45,000	82,407	37,407
Transfers out	(370,230)	(370,230)	(464,778)	(94,548)
Total other financing sources (uses)	<u>(325,230)</u>	<u>(325,230)</u>	<u>(382,371)</u>	<u>(57,141)</u>
NET CHANGE IN FUND BALANCE	<u>(651,483)</u>	<u>(651,483)</u>	<u>465,375</u>	<u>1,116,858</u>
CASH BASIS FUND BALANCES, BEGINNING	<u>3,870,645</u>	<u>3,870,645</u>	<u>3,870,645</u>	<u>-</u>
CASH BASIS FUND BALANCES, ENDING	<u>\$ 3,219,162</u>	<u>\$ 3,219,162</u>	<u>\$ 4,336,020</u>	<u>\$ 1,116,858</u>

TYLER COUNTY, TEXAS

**SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH BASIS FUND BALANCES - BUDGET AND ACTUAL**

ROAD AND BRIDGE FUND

FOR THE YEAR ENDED DECEMBER 31, 2008

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
RECEIPTS				
Property taxes	\$ 1,670,601	\$ 1,670,601	\$ 1,559,229	\$ (111,372)
Intergovernmental	36,750	36,750	50,968	14,218
Auto registration	415,000	415,000	362,460	(52,540)
Other fines and fees	43,000	43,000	54,807	11,807
Investment income	43,500	43,500	45,686	2,186
Other receipts	-	-	1,000	1,000
Total receipts	<u>2,208,851</u>	<u>2,208,851</u>	<u>2,074,150</u>	<u>(134,701)</u>
DISBURSEMENTS				
Roads and bridges	2,387,557	2,387,557	1,873,459	514,098
Capital outlay	579,534	579,534	236,258	343,276
Principal retirement	48,797	48,797	42,839	5,958
Interest and fiscal charges	-	-	5,958	(5,958)
Total disbursements	<u>3,015,888</u>	<u>3,015,888</u>	<u>2,158,514</u>	<u>857,374</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	<u>(807,037)</u>	<u>(807,037)</u>	<u>(84,364)</u>	<u>722,673</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	2,396,095	2,396,095	2,562,394	166,299
Transfers out	<u>(2,196,095)</u>	<u>(2,196,095)</u>	<u>(2,270,346)</u>	<u>(74,251)</u>
Total other financing sources and uses	<u>200,000</u>	<u>200,000</u>	<u>292,048</u>	<u>92,048</u>
NET CHANGE IN FUND BALANCE	<u>(607,037)</u>	<u>(607,037)</u>	<u>207,684</u>	<u>814,721</u>
CASH BASIS FUND BALANCES, BEGINNING	<u>1,270,079</u>	<u>1,270,079</u>	<u>1,270,079</u>	<u>-</u>
CASH BASIS FUND BALANCES, ENDING	<u>\$ 663,042</u>	<u>\$ 663,042</u>	<u>\$ 1,477,763</u>	<u>\$ 814,721</u>

**COMBINING
FUND STATEMENTS**

TYLER COUNTY, TEXAS

**COMBINING STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS**

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	Special Revenues			
	Tyler County Airport	Tyler County Rodeo/Arena Fairgrounds	TDHCA Owner Occupied Home Grant	Economic Development
ASSETS				
Cash and cash investments	\$ 48,468	\$ 597	\$ -	\$ 9,651
Total assets	<u>\$ 48,468</u>	<u>\$ 597</u>	<u>\$ -</u>	<u>\$ 9,651</u>
LIABILITIES				
Due to other funds	\$ -	\$ -	\$ 126,544	\$ -
Total liabilities	<u>-</u>	<u>-</u>	<u>126,544</u>	<u>-</u>
FUND BALANCES				
Reserved for special revenue funds	48,468	597	(126,544)	9,651
Total fund balances	<u>48,468</u>	<u>597</u>	<u>(126,544)</u>	<u>9,651</u>
Total liabilities and fund balance	<u>\$ 48,468</u>	<u>\$ 597</u>	<u>\$ -</u>	<u>\$ 9,651</u>

Special Revenues

Peace Officer Service Fee	Help America Vote Grant	Jail Interest and Sinking	Courthouse Security	County RMP	Crime Stoppers	County Right- of-Way	District Attorney Hot Check
\$ <u>16,114</u>	\$ <u>10,021</u>	\$ <u>37,527</u>	\$ <u>94,792</u>	\$ <u>56,028</u>	\$ <u>7</u>	\$ <u>56,675</u>	\$ <u>36,877</u>
\$ <u>16,114</u>	\$ <u>10,021</u>	\$ <u>37,527</u>	\$ <u>94,792</u>	\$ <u>56,028</u>	\$ <u>7</u>	\$ <u>56,675</u>	\$ <u>36,877</u>
\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>16,114</u>	<u>10,021</u>	<u>37,527</u>	<u>94,792</u>	<u>56,028</u>	<u>7</u>	<u>56,675</u>	<u>36,877</u>
<u>16,114</u>	<u>10,021</u>	<u>37,527</u>	<u>94,792</u>	<u>56,028</u>	<u>7</u>	<u>56,675</u>	<u>36,877</u>
\$ <u>16,114</u>	\$ <u>10,021</u>	\$ <u>37,527</u>	\$ <u>94,792</u>	\$ <u>56,028</u>	\$ <u>7</u>	\$ <u>56,675</u>	\$ <u>36,877</u>

(continued)

TYLER COUNTY, TEXAS

COMBINING STATEMENT OF CASH BASIS ASSETS AND FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

(Continued)

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	Special Revenues				
	Homeland Security	Emergency Operation Center	Crime Victims Assistance	Tyler County Nutrition Center	2007 Flood Disaster Project
ASSETS					
Cash and cash investments	\$ 9,609	\$ 2,105	\$ -	\$ 7,261	\$ -
Total assets	<u>\$ 9,609</u>	<u>\$ 2,105</u>	<u>\$ -</u>	<u>\$ 7,261</u>	<u>\$ -</u>
LIABILITIES					
Due to other funds	\$ -	\$ -	\$ -	\$ -	\$ -
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES					
Reserved for special revenue funds	9,609	2,105	-	7,261	-
Total fund balances	<u>9,609</u>	<u>2,105</u>	<u>-</u>	<u>7,261</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 9,609</u>	<u>\$ 2,105</u>	<u>\$ -</u>	<u>\$ 7,261</u>	<u>\$ -</u>

Special Revenues

Benevolence	District Clerk Appropriations	County Clerk RMP	CDA Forfeiture	Sheriff Forfeiture	District Clerk RMP	Temple Foundation
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-	-
170	-	81,147	5,647	3,979	1,745	-
2	1,379	6,698	389	1,016	275	90
-	-	-	-	-	-	-
<u>172</u>	<u>1,379</u>	<u>87,845</u>	<u>6,036</u>	<u>4,995</u>	<u>2,020</u>	<u>90</u>
68	-	30,563	501	-	-	-
-	-	-	-	-	-	-
-	-	-	-	9,609	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	1,734	-	-	-	-
<u>68</u>	<u>-</u>	<u>32,297</u>	<u>501</u>	<u>9,609</u>	<u>-</u>	<u>-</u>
104	1,379	55,548	5,535	(4,614)	2,020	90
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
104	1,379	55,548	5,535	(4,614)	2,020	90
(22)	46,377	203,349	13,435	34,843	8,685	3,057
<u>\$ 82</u>	<u>\$ 47,756</u>	<u>\$ 258,897</u>	<u>\$ 18,970</u>	<u>\$ 30,229</u>	<u>\$ 10,705</u>	<u>\$ 3,147</u>

(continued)

TYLER COUNTY, TEXAS

COMBINING STATEMENT OF CASH RECEIPTS, DISBURSEMENTS, AND
AND CHANGES IN CASH BASIS FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

(Continued)

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	Special Revenues				
	Law Library	District TC Waste Collection Center	Violence Against Women	Small Business Loan	Water Improvement Grant
RECEIPTS					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	1,834	59,769	12,210	10,300
Other fees	7,541	87,630	-	-	-
Investment income	124	903	252	-	-
Other receipts	-	-	-	-	200
Total receipts	<u>7,665</u>	<u>90,367</u>	<u>60,021</u>	<u>12,210</u>	<u>10,500</u>
DISBURSEMENTS					
General government	-	-	-	12,210	-
Administration of justice	7,495	-	-	-	-
Public safety	-	-	-	-	-
Public transportation	-	-	-	-	-
Health and human services	-	134,836	-	-	10,500
Capital outlay	-	530	-	-	-
Total disbursements	<u>7,495</u>	<u>135,366</u>	<u>-</u>	<u>12,210</u>	<u>10,500</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER DISBURSEMENTS	<u>170</u>	<u>(44,999)</u>	<u>60,021</u>	<u>-</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)					
Operating transfers - in	-	50,000	-	-	-
Operating transfers - out	-	-	(60,009)	-	-
Total other financing sources (uses)	<u>-</u>	<u>50,000</u>	<u>(60,009)</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	170	5,001	12	-	-
CASH BASIS FUND BALANCES, BEGINNING	<u>4,496</u>	<u>29,802</u>	<u>5</u>	<u>-</u>	<u>-</u>
CASH BASIS FUND BALANCES, ENDING	<u>\$ 4,666</u>	<u>\$ 34,803</u>	<u>\$ 17</u>	<u>\$ -</u>	<u>\$ -</u>

<u>Child Welfare Board</u>	<u>Child Safety</u>	<u>Disaster Project Round II</u>	<u>Social Services Block Grant</u>	<u>Total Nonmajor Governmental Funds</u>
\$ -	\$ -	\$ -	\$ -	\$ 910
179	-	405,000	90,305	1,442,596
-	15,067	-	-	253,158
54	151	-	-	20,423
<u>1,569</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,806</u>
<u>1,802</u>	<u>15,218</u>	<u>405,000</u>	<u>90,305</u>	<u>1,719,893</u>
-	-	-	-	77,009
-	-	-	-	7,495
-	-	265,500	-	644,095
-	-	-	-	8,774
1,147	-	-	90,305	723,591
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,860</u>
<u>1,147</u>	<u>-</u>	<u>265,500</u>	<u>90,305</u>	<u>1,472,824</u>
<u>655</u>	<u>15,218</u>	<u>139,500</u>	<u>-</u>	<u>247,069</u>
-	-	-	-	172,730
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(82,407)</u>
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>90,323</u>
655	15,218	139,500	-	337,392
<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>486,441</u>
<u>\$ 655</u>	<u>\$ 15,218</u>	<u>\$ 139,500</u>	<u>\$ -</u>	<u>\$ 823,833</u>

TYLER COUNTY, TEXAS

COMBINING STATEMENT OF CASH BASIS ASSETS, LIABILITIES, AND FUND BALANCES

ROAD AND BRIDGE FUND

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	<u>Road and Bridge General</u>	<u>Road and Bridge Precinct #1</u>	<u>Road and Bridge Precinct #2</u>	<u>Road and Bridge Precinct #3</u>	<u>Road and Bridge Precinct #4</u>	<u>Total</u>	
ASSETS							
Cash and cash equivalents	\$ 110,261	\$ 73,987	\$ 89,630	\$ 628,737	\$ 373,640	\$ 1,276,255	155
Due from other funds	<u>201,508</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>201,508</u>	608
Total assets	<u>\$ 311,769</u>	<u>\$ 73,987</u>	<u>\$ 89,630</u>	<u>\$ 628,737</u>	<u>\$ 373,640</u>	<u>\$ 1,477,763</u>	763
FUND BALANCES							
Reserved for special revenue funds	\$ 311,769	\$ 73,987	\$ 89,630	\$ 628,737	\$ 373,640	\$ 1,477,763	763
Total fund balances	<u>311,769</u>	<u>73,987</u>	<u>89,630</u>	<u>628,737</u>	<u>373,640</u>	<u>1,477,763</u>	763
Total liabilities and fund balances	<u>\$ 311,769</u>	<u>\$ 73,987</u>	<u>\$ 89,630</u>	<u>\$ 628,737</u>	<u>\$ 373,640</u>	<u>\$ 1,477,763</u>	763

TYLER COUNTY, TEXAS

SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH BASIS FUND BALANCES - BUDGET AND ACTUAL

ROAD AND BRIDGE FUND PRECINCT NO. 1

FOR THE YEAR ENDED DECEMBER 31, 2008

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
RECEIPTS				
Investment income	\$ 8,000	\$ 8,000	\$ 5,779	\$ (2,221)
Total receipts	<u>8,000</u>	<u>8,000</u>	<u>5,779</u>	<u>(2,221)</u>
DISBURSEMENTS				
Roads and bridges	481,829	481,829	445,185	(36,644)
Capital outlay	<u>85,749</u>	<u>85,749</u>	<u>65,792</u>	<u>(19,957)</u>
Total disbursements	<u>567,578</u>	<u>567,578</u>	<u>510,977</u>	<u>(56,601)</u>
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS				
	<u>(559,578)</u>	<u>(559,578)</u>	<u>(505,198)</u>	<u>54,380</u>
OTHER FINANCING SOURCES				
Transfers in	<u>546,218</u>	<u>546,218</u>	<u>565,823</u>	<u>19,605</u>
Total other financing sources	<u>546,218</u>	<u>546,218</u>	<u>565,823</u>	<u>19,605</u>
NET CHANGE IN FUND BALANCE	<u>(13,360)</u>	<u>(13,360)</u>	<u>60,625</u>	<u>73,985</u>
CASH BASIS FUND BALANCES, BEGINNING	<u>13,362</u>	<u>13,362</u>	<u>13,362</u>	<u>-</u>
CASH BASIS FUND BALANCES, ENDING	<u>\$ 2</u>	<u>\$ 2</u>	<u>\$ 73,987</u>	<u>\$ 73,985</u>

TYLER COUNTY, TEXAS

SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS, AND
CHANGES IN CASH BASIS FUND BALANCES - BUDGET AND ACTUAL

ROAD AND BRIDGE FUND PRECINCT NO. 2

FOR THE YEAR ENDED DECEMBER 31, 2008

	Budgeted Amounts		Actual	Variance with
	Original	Final		Final Budget Positive (Negative)
RECEIPTS				
Other fines and fees	\$ -	\$ -	\$ 400	\$ 400
Investment income	8,500	8,500	6,008	(2,492)
Total receipts	8,500	8,500	6,408	(2,092)
DISBURSEMENTS				
Roads and bridges	536,346	536,346	464,301	(72,045)
Capital outlay	26,161	26,161	20,847	(5,314)
Principal retirement	29,390	29,390	25,626	(3,764)
Interest and fiscal charges	-	-	3,763	3,763
Total disbursements	591,897	591,897	514,537	(77,360)
EXCESS (DEFICIENCY) OF RECEIPTS OVER (UNDER) DISBURSEMENTS	(583,397)	(583,397)	(508,129)	75,268
OTHER FINANCING SOURCES (USES)				
Transfers in	492,700	492,700	507,062	14,362
Transfers out	(15,231)	(15,231)	(15,231)	-
Total other financing sources (uses)	477,469	477,469	491,831	14,362
NET CHANGE IN FUND BALANCE	(105,928)	(105,928)	(16,298)	89,630
CASH BASIS FUND BALANCES, BEGINNING	105,928	105,928	105,928	-
CASH BASIS FUND BALANCES, ENDING	\$ -	\$ -	\$ 89,630	\$ 89,630

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TYLER COUNTY, TEXAS

COMBINING STATEMENT OF NET ASSETS - CASH BASIS

AGENCY FUNDS

DECEMBER 31, 2008

	<u>CDA Trust</u>	<u>CDA State Appropriations</u>	<u>Alternate Dispute Resolution</u>	<u>State Criminal Justice Planning</u>	<u>State Judicial Planning</u>
ASSETS					
Cash and cash equivalents	\$ <u>897</u>	\$ <u>18,456</u>	\$ <u>945</u>	\$ <u>46</u>	\$ <u>109</u>
Total assets	\$ <u>897</u>	\$ <u>18,456</u>	\$ <u>945</u>	\$ <u>46</u>	\$ <u>109</u>
LIABILITIES					
Due to other units	\$ <u>897</u>	\$ <u>18,456</u>	\$ <u>945</u>	\$ <u>46</u>	\$ <u>109</u>
Total liabilities	\$ <u>897</u>	\$ <u>18,456</u>	\$ <u>945</u>	\$ <u>46</u>	\$ <u>109</u>

<u>State Juvenile Crime and Detention</u>	<u>Tyler County Search and Rescue</u>	<u>Justice Court Tech Fund</u>	<u>Corrective Management Inst. TX</u>	<u>State Territory Care</u>	<u>State Traffic Fee</u>	<u>State Bail Bond</u>
\$ <u>897</u>	\$ <u>194</u>	\$ <u>37,340</u>	\$ <u>354</u>	\$ <u>22,067</u>	\$ <u>1,780</u>	\$ <u>2,566</u>
\$ <u>897</u>	\$ <u>194</u>	\$ <u>37,340</u>	\$ <u>354</u>	\$ <u>22,067</u>	\$ <u>1,780</u>	\$ <u>2,566</u>
\$ <u>897</u>	\$ <u>194</u>	\$ <u>37,340</u>	\$ <u>354</u>	\$ <u>22,067</u>	\$ <u>1,780</u>	\$ <u>2,566</u>
\$ <u>897</u>	\$ <u>194</u>	\$ <u>37,340</u>	\$ <u>354</u>	\$ <u>22,067</u>	\$ <u>1,780</u>	\$ <u>2,566</u>

(continued)

TYLER COUNTY, TEXAS

COMBINING STATEMENT OF NET ASSETS - CASH BASIS

AGENCY FUNDS
(Continued)
DECEMBER 31, 2008

	State EMS Trauma Fund	State Judicial Support Fees	Jury Reimbursement Fee	State CVC	Sheriff Department General
ASSETS					
Cash and cash equivalents	\$ <u>1,285</u>	\$ <u>2,567</u>	\$ <u>973</u>	\$ <u>1,866</u>	\$ <u>7</u>
Total assets	\$ <u>1,285</u>	\$ <u>2,567</u>	\$ <u>973</u>	\$ <u>1,866</u>	\$ <u>7</u>
LIABILITIES					
Due to other units	\$ <u>1,285</u>	\$ <u>2,567</u>	\$ <u>973</u>	\$ <u>1,866</u>	\$ <u>7</u>
Total liabilities	\$ <u>1,285</u>	\$ <u>2,567</u>	\$ <u>973</u>	\$ <u>1,866</u>	\$ <u>7</u>

<u>District Attorney Investigative</u>	<u>State Breath Alcohol Test</u>	<u>State Indigent Defense</u>	<u>State Appellate Judicial</u>	<u>State Drug Court Programs</u>	<u>Support Court Initiated Guardian</u>	<u>Total All Agency Funds</u>
\$ 184	\$ 30	\$ 426	\$ 325	\$ 150	\$ 298	\$ 2,112,030
<u>\$ 184</u>	<u>\$ 30</u>	<u>\$ 426</u>	<u>\$ 325</u>	<u>\$ 150</u>	<u>\$ 298</u>	<u>\$ 2,112,030</u>
\$ 184	\$ 30	\$ 426	\$ 325	\$ 150	\$ 298	\$ 2,112,030
<u>\$ 184</u>	<u>\$ 30</u>	<u>\$ 426</u>	<u>\$ 325</u>	<u>\$ 150</u>	<u>\$ 298</u>	<u>\$ 2,112,030</u>

TYLER COUNTY, TEXAS
STATEMENT OF CASH RECEIPTS, DISBURSEMENTS,
AND CHANGES IN CASH BASIS NET ASSETS
FIDUCIARY FUNDS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2008

	Beginning Net Assets 12/31/07	Receipts	Disbursements	Ending Net Assets 12/31/08
AGENCY FUNDS				
Sheriff Department General	\$ 7	\$ -	\$ -	\$ 7
Sheriff Department Cash Bond	20,750	500	3,500	17,750
Sheriff Jail Commissary	25,166	36,430	52,638	8,958
Sheriff Crime Stoppers	70	-	-	70
District Clerk Fee	19,598	143,472	142,039	21,031
District Clerk Trust	599,336	379,121	226,055	752,402
District Clerk Child Support	16	-	-	16
County Clerk General	56,741	615,885	609,469	63,157
County Clerk Trust	27,386	75,701	54,543	48,544
Tax Office Tax	1,920,007	18,140,530	19,101,258	959,279
Tax Office Auto	40,633	1,810,370	1,775,869	75,134
Tax Office VIT Escrow	15,199	17,822	14,657	18,364
TXCDBG Water Improvement	-	10,500	10,500	-
TXCDBG Flood Disaster Project	-	4,132	4,132	-
Tyler County Chapter 19	-	4,408	4,408	-
State Judicial Planning	48	402	341	109
Justice of the Peace-Cash Bond	200	-	-	200
DPS Arrest Fees	1,914	7,813	2,153	7,574
State LEOA	4	7	5	6
State TLFTA	76	1,990	1,786	280
State Time Payments	749	4,586	2,569	2,766
State Fugitive Apprehension	122	947	808	261
State Consolidated Court	14,784	84,191	80,571	18,404
State Juvenile Crime and Detention	11	1,390	504	897
Search and Rescue	189	5	-	194
Criminal District Attorney Trust	897	61,448	61,448	897
District Attorney Seizure	23,626	-	-	23,626
District Attorney Investigative Training	220	1,085	1,121	184
State CVC	887	6,211	5,232	1,866
Justice Court Technology	32,443	6,811	1,914	37,340
Corrective Management INST TX	249	520	415	354
State Tertiary Care	18,089	7,307	3,329	22,067
State Traffic Fee	7,274	81,016	86,510	1,780
State Bail Bond Fee	1,844	15,347	14,625	2,566
State EMS Trauma	385	8,091	7,191	1,285
State LEOCE	8	8	8	8
State DNA Testing Fee	-	133	133	-
Jury Reimbursements Fee	344	5,235	4,606	973
State-OCLE Insurance	778	1,338	1,706	410
State-Comp. Rehabilitation	-	25	-	25
State-Law Enforcement Management	2	3	3	2
CDA State Appropriations	17,789	34,454	33,787	18,456
State Criminal Justice Planning	35	61	50	46
State General Revenue	8	3	10	1
State Breath Alcohol Test	-	30	-	30
State Drug Court Programs	-	150	-	150
State Indigent Defense	-	1,620	1,194	426
State Appellate Judicial	-	1,720	1,395	325
Support Court Initiated Guardian	-	298	-	298
State-Judicial Support Fees	550	22,727	20,710	2,567
Alternate Dispute Resolution	753	5,669	5,477	945
Cash and investments	2,849,187	21,601,512	22,338,669	2,112,030
TOTAL NET ASSETS - CASH BASIS				\$ 2,112,030

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable County Judge and
Commissioners Court of
Tyler County, Texas

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Tyler County, Texas, as of and for the year ended December 31, 2008, which collectively comprise the County's basic financial statements, and have issued our report thereon dated September 16, 2009. The County prepares its financial statements on the cash basis, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Tyler County, Texas' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Tyler County, Texas' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Tyler County, Texas' internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects Tyler County, Texas' ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of Tyler County, Texas' financial statements that is more than inconsequential will not be prevented or detected by Tyler County, Texas' internal control. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs, Items 2008-01, 2007-1, 2007-5, 2007-6, and 2007-11, to be significant deficiencies in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by Tyler County, Texas' internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, of the significant deficiencies described above, we consider Items 2007-1, 2007-6 and 2007-11 to be material weaknesses in internal control over financial reporting.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Tyler County, Texas' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

The County's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. We did not audit the County's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Commissioners' Court, management, others within the County, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown & Hill, L.L.P.

September 16, 2009

**TYLER COUNTY, TEXAS
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2008**

Federal Grantor/Pass-through Grantor/Program Title	Federal CFDA Number	Grantor's Pass-through Number	Federal Disbursements
<u>U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</u>			
Passed through Office of Rural Community Affairs:			
CDBG Disaster Recovery Grant	14.228	DRS060089	\$ 1,585,806
CDBG Disaster Recovery Grant	14.228	DRS0705	265,500
CDBG Flood Disaster Project	14.228	727157	344,480
Water Improvement Grant	14.228	726661	10,300
Small Business Loan	14.228	726192	7,192
Total Passed through Office of Rural Community Affairs			<u>2,213,278</u>
Passed through Texas Department of Housing and Community Affairs:			
Home Investment Partnerships Program	14.239	1000599	252,969
Home Investment Partnerships Program	14.239	1000760	185,499
Total Passed through Texas Department of Housing and Community Affairs			<u>438,468</u>
Total U. S. Department of Housing and Urban Development			<u>2,651,746</u>
<u>U. S. DEPARTMENT OF JUSTICE</u>			
Passed through Office of the Governor:			
Victims Assistance	16.588	VA-07-V30-18898-01	22,396
Violence Against Women	16.588	WF-07-V30-13941-10	44,640
Violence Against Women	16.588	WF-08-V30-13941-11	14,880
Total Passed through Office of the Governor			<u>81,916</u>
Total U. S. Department of Justice			<u>81,916</u>
<u>U. S. ELECTIONS ASSISTANCE COMMISSION</u>			
Passed through Secretary of State:			
Help America Vote Act	90.401	78704	5,350
Total Passed through Secretary of State			<u>5,350</u>
Total U. S. Elections Assistance Commission			<u>5,350</u>
<u>U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES</u>			
Passed through Deep East Texas Council of Governments:			
Social Services Block Grant	93.667	SSBG-08-016	90,305
Total Passed through Deep East Texas Council of Governments			<u>90,305</u>
Total U. S. Department of Health and Human Services			<u>90,305</u>
<u>U. S. DEPARTMENT OF HOMELAND SECURITY</u>			
Passed through Office of the Governor - Emergency Management Division:			
Hurricane Ike Disaster Relief	97.036	FEMA-1791-DR TX	1,249,603
Total Passed through Office of Rural Community Affairs			<u>1,249,603</u>
Total U. S. Department of Homeland Security			<u>1,249,603</u>
Total Federal Expenditures			\$ <u>4,078,920</u>

TYLER COUNTY, TEXAS

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

DECEMBER 31, 2008

BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Tyler County, Texas, and is presented on the cash basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in or used in the preparation of the basic financial statements.

TYLER COUNTY, TEXAS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

(Continued)

YEAR ENDED DECEMBER 31, 2008

Findings and Questioned Costs for Federal Awards

Item 2008-02:

Suspension and debarment

Condition and Criteria:

We identified instances in which documentation verifying a vendor's suspension or debarment status could not be provided by the County. We verified the vendors included in our sample were not suspended or debarred.

According to OMB Circular A-133, recipients of federal awards are prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred. The County should have control procedures in place to verify that each entity is not suspended or debarred or otherwise excluded. This verification may be accomplished by checking the *Excluded Parties List System (EPLS)* maintained by the General Services Administration (GSA), collecting a certification from the entity, or adding a clause or condition to the covered transaction with that entity.

Effect:

The County may purchase goods or services from vendors who are suspended or debarred.

Cause:

The County does not have controls in place to prevent it from contracting with or purchasing goods or services from parties that are suspended or debarred.

Recommendation:

We recommend the County implement a policy to verify that each entity it contracts with or purchases goods or services from is not suspended, debarred or otherwise excluded. This verification may be accomplished by checking the *Excluded Parties List system (EPLS)* maintained by the General Services Administration (GSA), collecting a certification from the entity, or adding a clause or condition to the covered transaction with that entity. Additionally, management or representatives of management should periodically conduct independent reviews of procurements and contracting activities to determine whether policies and procedures are being followed as intended.

Management's Response:

We concur with the recommendation.

TYLER COUNTY, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

FOR THE YEAR ENDED DECEMBER 31, 2008

**Findings Relating to the Financial Statements Which are
Required to be Reported in Accordance With Generally
Accepted Government Auditing Standards**

Item 2007-1: Financial Statement Presentation

Finding:

The County has engaged a licensed certified public accounting firm to prepare and audit the County's annual financial report. The County ensures the quality of its annual financial report by engaging a qualified audit firm with particular expertise in governmental audits and reading a preliminary draft of the report. The County does not have specific controls in place to separately review the selection and application of accounting principles and resulting disclosures and presentations within the financial statement. Although it is common within the government sector and most private companies to rely on their audit firm for these services, an audit firm cannot be considered part of its client's internal control by professional standards currently in effect (SAS No. 112 effective year-ends on or after December 15, 2006). Since some presentations and disclosures may be material to the financial statement, this weakness in internal control would be classified as material.

Recommendation:

The County should continue to review its accounting information and ensure the quality of the records and the preparer. No changes in operation are recommended.

Management's Response:

We concur with the recommendation.

Current Status:

Unchanged

(continued)

TYLER COUNTY, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
(Continued)
FOR THE YEAR ENDED DECEMBER 31, 2008

**Findings Relating to the Financial Statements Which are
Required to be Reported in Accordance With Generally
Accepted Government Auditing Standards (Continued)**

Item 2007-5: **Segregation of Duties**

Background: Segregation of duties refers to assigning tasks among personnel so that no one person handles substantially all aspects of a transaction. The extent to which the County can segregate duties is limited based on the number of personnel, their skill set and work load, and the organizational structure of the County.

Finding: As with other organizations of the same staff size, there are instances where additional controls could be put in place if more personnel were available and further segregation in duties could be achieved. While the County's segregation of duties appears reasonable, given the number of personnel, there are some inherent risks given the County's staff size.

Recommendation: The County should continue to evaluate opportunities for greater segregation of duties.

Management's Response: We concur with the recommendation.

Current Status: Unchanged

(continued)

TYLER COUNTY, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
(Continued)
FOR THE YEAR ENDED DECEMBER 31, 2008

Findings Relating to the Financial Statements Which are
Required to be Reported in Accordance With Generally
Accepted Government Auditing Standards (Continued)

Item 2007-6:

Internal Control Assessment, Communication and Monitoring

Finding:

Like many local governments of its size and complexity, the County does not have a formal process for assessing risk associated with key controls related to its financial operations and fraud. In addition, while a number of processes are used to communicate internal controls (such as formal actions taken by the Commissioners' Court, policies and procedures, memos, emails, website and controlling legislation), a single source, such as a complete and up to date policy and procedures manual, does not exist. Likewise, the entity does not have a formal process for monitoring its internal control.

Recommendation:

The County should continue to monitor the need for more formally established processes to assess risk, communicate controls, and monitor controls. The County should consider having an annual workshop with an audit committee designated by the Commissioners' Court and key personnel to specifically discuss risk and key controls to mitigate those risks. The County's assessment of its risk and evaluation of the effectiveness of controls can then be utilized to determine the sufficiency of the level of documentation.

Management's Response:

We concur with the recommendation.

Current Status:

Unchanged

(continued)

TYLER COUNTY, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
(Continued)
FOR THE YEAR ENDED DECEMBER 31, 2008

Findings Relating to the Financial Statements Which are
Required to be Reported in Accordance With Generally
Accepted Government Auditing Standards (Continued)

Item 2007-11: Month-end Closing Procedures

Finding: It does not appear that the County has developed a formal process for closing the books at the end of each month. This finding is substantiated by the number of adjusting journal entries required to correct and reconcile general ledger account balances.

Recommendation: The County should develop a formal month-end closing process that includes reviewing ending account balances to determine their accuracy. In addition to outlining procedures to be completed, the County should assign each step of the process to a specific individual, thereby clarifying the roles within the County in the closing and review processes.

Management's Response: We concur with the recommendation.

Current Status: Unchanged

(continued)

TYLER COUNTY, TEXAS

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
 (Continued)
 FOR THE YEAR ENDED DECEMBER 31, 2008

Findings and Questioned Costs for Federal Awards

Item 2007-3:

Subrecipient Monitoring

Condition:

The County aided in taking care of the FEMA projects for several local governments. This created a subrecipient relationship with these other local governments. The County did not perform subrecipient monitoring for these projects related to the Hurricane Rita Disaster Relief grant. This resulted in questioned costs of \$558,224 and \$10,875 for years 2006 and 2007, respectively.

Criteria:

A pass-through entity assumes responsibility for complying with federal requirements when it accepts federal awards. That responsibility includes operating the program, maintaining property and financial records, arranging for audits, and assuring audit resolution. When the pass-through entity passes a grant through to a subrecipient, federal agencies hold the pass-through entity ultimately responsible for compliance at the subrecipient level. The pass-through entity is responsible for informing the subrecipient of applicable federal requirements as well as identification of the source of funding and any additional administrative requirements imposed on the subrecipients.

Effect:

The costs of the assistance may be disallowed.

Questioned Costs:

\$10,875

Cause:

The County was not aware that a subrecipient relationship had been created with the various governments.

Recommendation:

In cases where grants of this magnitude are signed, the County should be familiar with all requirements that are associated with federal grants. Once determined, the County should make sure controls are in place to verify that all compliance requirements will be met.

Current Status:

The County is aware of the subrecipient relationship and the requirements that it creates. The County did not have any subrecipients of FEMA funds in the current year. We consider this matter resolved.

(continued)



PATTILLO, BROWN & HILL, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

To the Honorable County Judge and
Members of the Commissioners' Court
Tyler County, Texas

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Tyler County for the year ended December 31, 2008, and have issued our report thereon dated September 16, 2009. Professional standards require that we provide you with the following information related to our audit.

Our Responsibilities under U. S. Generally Accepted Auditing Standards

As stated in our engagement letter dated June 16, 2009, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U. S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we considered Tyler County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We also considered internal control over compliance with requirements that could have a direct and material effect on a major state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

As part of obtaining reasonable assurance about whether Tyler County's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit. Also in accordance with OMB Circular A-133, we examined, on a test basis, evidence about Tyler County's compliance with the types of compliance requirements described in the "U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement" applicable to each of its major federal programs for the purpose of expressing an opinion on Tyler County's compliance with those requirements. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on Tyler County's compliance with those requirements.

Adjustments were prepared to record property tax revenue collected in the tax office, but not reported in the General Fund.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 16, 2009.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

While reviewing the County's payroll procedures, we noted one individual has the ability to enter new employees into the system, print checks, sign checks, and reconcile the bank statement. Although another signature is required, no other individual is reviewing the payroll register. We recommend the County segregate the duties of the payroll process or at least require a different individual to approve the payroll register.

During our Single Audit testing of the FEMA grant, we noted that employees who verify the suspension and debarment of vendors do not document this process. In order to test controls over compliance with the federal requirements, we need to be able to determine that the County is adequately following the required procedures. We recommend the County require employees document the verification of approved vendors.

This information is intended solely for the use of Commissioners' Court and management of Tyler County and is not intended to be and should not be used by anyone other than these specified parties.

Pattillo, Brown + Hill, L.L.P.

September 16, 2009

ANNEX G

LAW ENFORCEMENT

**TYLER COUNTY AND CITIES
ADHERING TO THIS PLAN**

Jurisdiction

APPROVAL & IMPLEMENTATION

Annex G

Law Enforcement

Signature, Tyler County Judge

Date

Signature, EMC

Date

RECORD OF CHANGES

Annex G

Law Enforcement

Change #	Date of Change	Entered By	Date Entered

ANNEX G

LAW ENFORCEMENT

I. AUTHORITY

See Section I of the Basic Plan, for general authorities

II. PURPOSE

The purpose of this annex is to define the organization, operational concepts, responsibilities, and procedures to accomplish emergency law enforcement requirements. This annex is applicable to all agencies, organizations and personnel assigned law enforcement functional responsibilities.

III. EXPLANATION OF TERMS

A. Acronyms

DDC	Disaster District Committee
DPS	Department of Public Safety
EMC	Emergency Management Coordinator
EOC	Emergency Operations or Operating Center
FBI	Federal Bureau of Investigation
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
JFO	Joint Field Office
JIC	Joint Information Center
JOC	Joint Operations Center
NIMS	National Incident Management System
NRP	National Response Plan
PIO	Public Information Officer
SOC	State Operations Center
SOPs	Standard Operating Procedures
UC	Unified Command

B. Definitions

1. Anti-terrorism Activities. Use of defensive methods, including intelligence collection, investigation, passive protection of facilities, implementation of physical and personnel security programs, and emergency planning, to combat terrorism.

2. Consequence Management. Measures taken to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. Emergency management agencies normally have the lead role in consequence management.
3. Counter-terrorism Activities. Use of offensive measures to combat terrorism, such as use of law enforcement and military resources to neutralize terrorist operations.
4. Crisis Management. Measures taken to define the threat and identify terrorists, prevent terrorist acts, resolve terrorist incidents, investigate such incidents, and apprehend those responsible. Law enforcement agencies will normally take the lead role in crisis management.
5. Hazmat. Hazardous materials. The National Response Plan (NRP) defines Hazmat as a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). The term is also intended to mean hazardous substances, pollutants, and contaminants as defined by the National Oil and Hazardous Substances Pollution Contingency Plan.
6. Incident Action Plan. An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.
7. National Incident Management System (NIMS). The NIMS provides a consistent nationwide approach for Federal, State, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.
8. National Response Plan (NRP). An all-discipline, all-hazards plan that establishes a single comprehensive framework for the management of domestic incidents. It provides the structure and mechanisms for the coordination of Federal support to State and local and tribal incident managers and for exercising direct Federal authorities and responsibilities.
9. Terrorist Incident. According to the National Response Plan (NRP), a terrorist incident is any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United State or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

IV. SITUATION & ASSUMPTIONS

A. Situation

1. Law enforcement agencies are expected to continue their efforts to protect lives and property during emergency situations.
2. During large-scale emergencies and major disasters, law enforcement agencies may be required to expand their operations and undertake certain tasks that are not performed on a day-to-day basis.
3. Large-scale emergencies and acts of terrorism may adversely impact law enforcement personnel, equipment, and facilities.

B. Assumptions

1. During large-scale emergency situations, some normal law enforcement activities may be temporarily reduced in order to provide resources to respond to the emergency situation.
2. During large-scale evacuations, law enforcement support may be needed to control traffic. In the aftermath of an evacuation, security must be provided for areas that have been evacuated to protect property and deter theft.
3. In the aftermath of a disaster, it may be necessary to control access to damaged areas to protect public health and safety and deter theft.
4. If there is a threat of terrorism or civil disturbance, key local facilities that house government operations or provide essential services to the public may require protection.

V. CONCEPT OF OPERATIONS

A. General

1. Local law enforcement agencies have the primary responsibility for enforcing laws and protecting lives and property during emergencies. Our law enforcement resources include:
 - a. The Tyler County Sheriff's Office and its reserves.
 - b. The Woodville Police Department.
 - c. The Constables of Tyler County, who shall, when requested by the Sheriff, augment the Sheriff's Office during major emergencies.
2. Our law enforcement emergency response operations are in accordance with National Incident Management System (NIMS), which employs two levels of incident management structures.

- a. The Incident Command System (ICS) includes a core set of concepts, principles, and terminology applicable to single or multiple incidents regardless of their scope.
 - b. Multi-agency Coordination Systems integrate a combination of facilities, equipment, personnel, procedures, and communications into a common framework, which allows for the coordination and support of incident management.
3. Many of the tasks required of law enforcement during emergency operations are simply an expansion of normal daily responsibilities. These responsibilities include enforcing laws, maintaining order, traffic control, and crowd control.
 4. During emergency situations, law enforcement may be called on to undertake a number of tasks not typically performed on daily basis, including protecting key facilities, enforcing curfews and restrictions on the sales of certain products, and controlling access to damaged areas.

B. Implementation of NIMS/ICS

1. The first official responder on the scene of an emergency situation should initiate the ICS and establish an ICP. As other responders arrive, the individual most qualified to deal with the specific situation present should serve as the IC. The IC will direct and control responding resources and designate emergency operating areas. The EOC will generally not be activated.
2. During major emergencies, disasters, or catastrophic incidents, it may be necessary to transition from the normal ICS structure to a Multiagency Coordination System. The EOC is central to this System, and functions as a conduit for coordinating information and resources. The IC will manage and direct the on-scene response from the ICP. The EOC will mobilize and deploy resources for use by the IC, coordinate external resource and technical support, research problems, provide information to senior managers, disseminate emergency public information, and perform other tasks to support on-scene operations.

C. Law Enforcement

1. Law enforcement personnel are expected to enforce the laws and regulations during emergency situations in the same way that they do on a daily basis.
2. During emergency situations, particularly major disasters, some disaster-related laws and regulations may be put into effect for a limited period; these must also be enforced by local law enforcement agencies. When a disaster threatens or has occurred, the County Judge may issue a disaster declaration. The County Judge may then issue an order or the Commissioner's Court may enact an emergency order suspending other orders and/or putting into effect temporary emergency regulations. Appendix 5 to Annex U, Legal, outlines the types of emergency measures that may be promulgated.

D. Evacuation Operations

1. State law provides a county judge or mayor with the authority to order the evacuation of all or part of the population from a stricken or threatened area within their respective jurisdictions. Hence, the County Judge may order a mandatory evacuation of our County,

upon issuing a local disaster declaration. The County Judge may also take subsequent action to control re-entry, curtail movement, and deny building occupancy within a disaster area. Law enforcement agencies have the lead role in planning and conducting evacuations. See Annex E, Evacuation, for more detailed information on this emergency function.

2. Evacuation may be expedient or preplanned. Evacuation preplanning should be performed for those geographic areas known to be at risk from specific hazards. Such risk areas include hurricane risk areas, areas subject to recurrent flooding, areas downstream from unsafe dams, and areas at risk from a release of hazardous materials from facilities that make, use, or store such materials.

- a. Expedient Evacuation

Expedient evacuations are evacuations that must be conducted with little notice, frequently in response to a request from the Incident Commander at the scene.

- b. Preplanned Evacuation

For known risk areas, evacuation preplanning will be conducted and primary and alternate evacuation routes identified as part of this plan. Such evacuation preplanning should involve the emergency management staff and other emergency services. Known hazardous materials risk areas and the evacuation routes from those areas shall be described in Annex Q, Hazardous Materials & Oil Spill Response. Other known risk areas and the evacuation routes from those areas shall be described in Annex E, Evacuation. The County Judge will normally initiate preplanned evacuations.

- c. During evacuations, law enforcement will:

- 1) Determine preferred evacuation routes, based on the status of preplanned primary and alternate routes and the current situation.
- 2) Provide information on evacuation routes to the Public Information Officer (PIO) for dissemination to the public through the media.
- 3) Alert those in the affected area who have not been warned by other means.
- 4) Deploy units to direct and control traffic.
- 5) If the evacuation of correctional facilities becomes necessary, provide security support for such operations.
- 6) If time permits, alter traffic signal timing and request that [Public Works] deploy signs and other traffic control devices to expedite the flow of traffic.
- 7) Notify adjacent jurisdictions that may be affected by the evacuation, preferably before the evacuation commences.
- 8) Monitor traffic flow and resolve problems; report evacuation progress to the Emergency Operating Center (EOC).
- 9) Provide appropriate road condition information and travel recommendations to the public through the PIO.
- 10) For large-scale evacuations, ensure that there are provisions to remove disabled vehicles or those that run out of fuel from evacuation routes in a timely manner.

E. Warning

1. The Sheriff's Office has primary responsibility for the warning function and operates the local warning system. See Annex A, Warning, for further information on this emergency function.
2. Law enforcement agencies and other emergency services may be required to disseminate emergency warnings to the public who cannot be reached by primary warning systems, such as outdoor warning sirens and the Emergency Alert System. In most areas, law enforcement units and other vehicles equipped with sirens and public address systems can be used for route alerting. In some areas, such as large office or residential buildings, door-to-door warning may be necessary.

F. Area Security and Incident Scene Control

1. Incident Scene Control

In response to a request from the Incident Commander, the Sheriff's Office will provide traffic control and perimeter control at incident scenes, including hazmat spills, major fires and explosions, and other types of incidents.

2. Security for Evacuated Areas

In an evacuation, the security of evacuated areas is extremely important. Those who have evacuated may not do so in the future if their property has been damaged or stolen during their absence. Experience has shown that law enforcement agencies must provide security in evacuated areas to minimize looting. Access to such areas will be controlled by roadblocks and, where appropriate, barricades. Access controls should be supplemented by periodic roving patrols, particularly within areas that are readily accessible by persons on foot.

3. Access Control and Security for Damaged Areas

- a. In areas that have suffered damage, access must be controlled to protect health and safety, as well as to protect property. When a county judge or mayor has issued a local disaster declaration, he or she may take action to control re-entry into a stricken area and the movement of people and occupancy of buildings within a disaster area. Law enforcement agencies will control access to such areas with roadblocks and, where appropriate, barricades. Access controls should be supplemented by periodic roving patrols, particularly within areas that are readily accessible by persons on foot. Re-entry to damaged areas will generally be conducted in the three phases outlined below:
 - 1) Phase One – Emergency Workers. Admit police, fire, EMS, utility crews, emergency management personnel, building inspectors, limited media, state and federal response agencies.
 - 2) Phase Two – Concerned Parties. Admit homeowners, business owners, insurance agents, media, and contractors making temporary repairs. The following conditions should prevail before these individuals are authorized to enter the damaged area:

- (a) The threat that caused the evacuation has been resolved.
- (b) Sufficient debris has been removed to permit travel and roads and bridges are safe to use.
- (c) Downed power lines have been removed; ruptured gas, water, and sewer lines have been repaired or rendered safe; and other significant safety hazards have been eliminated.
- (d) Structures have been inspected and those unsafe to enter are so marked.
- (e) Some means of fire protection is available.

3) Phase Three – General Public.

4. Guidance for Personnel Staffing Access Control Points

- a. To ensure consistent treatment, personnel staffing access control points shall be provided with clear written guidance on who may be admitted to damaged areas in each phase or reentry. This guidance should be formulated by the law enforcement staff, coordinated by the EMC, and approved by the County Judge.
- b. A pass or permit system may be implemented to simplify regular ingress and egress. If a pass or permit system is used, passes or permits and appropriate written instructions for their use should be developed by the law enforcement staff, coordinated by the EMC, and approved by the County Judge. Copies should be provided to all personnel staffing access control points. Common sense suggests that identification cards issued by government, utilities, insurance companies, and the media to their employees be honored as passes or permits for those individuals, unless questions arise regarding their authenticity.

G. Security of Key Facilities

1. There are a number of public and private facilities that must remain in operation during and after an emergency situation to provide essential services to the public. These include selected government direction and control facilities, operating locations for emergency response units, utilities, medical facilities, food suppliers, and key communications services. When there is a credible threat to these facilities that threatens to disrupt continuity of government or provision of essential services to the public, law enforcement may be requested to provide security for these key facilities. A list of key facilities is provided in Appendix 1 to this annex.
2. In the event there is a credible threat of terrorist action within the State of Texas, the State Operations Center may provide an alert to the DDC located in Beaumont, Texas, requesting an increase of security personnel at the critical infrastructure facilities (listed in Appendix 1) and other potential targets throughout the affected jurisdiction(s). Law enforcement personnel shall then alert the appropriate officials, who shall review the potential emergency situation, plans, and procedures, and implement appropriate readiness actions as determined by the County Judge, EMC, and/or appropriate facility personnel. See Annex V, Terrorist Incident Response, and Readiness Levels for a complete description of readiness actions.

H. Terrorism Incident Response

1. Crisis Management

Law enforcement agencies have the lead in terrorism crisis management activities. Pre-incident crisis management activities include efforts to define the threat, identify terrorists, and prevent terrorist acts. Post incident crisis management activities include efforts to resolve the terrorist incident, investigate it, and apprehend those responsible. The Sheriff's Office has the lead local role in terrorism crisis management and will coordinate its efforts with state and federal law enforcement agencies as appropriate. Refer to Annex V, Terrorist Incident Response, for more information on the response to terrorist threats and activities.

2. Consequence Management

Consequence management activities undertaken to deal with effects of a terrorist incident are conducted in essentially the same manner as the response and recovery operations for other emergencies or disasters. Post-incident crisis management activities, such as investigation, evidence gathering, and pursuit of suspects, may continue during consequence management. The lead agencies for crisis management and consequence management should mutually determine when crisis management activities are complete. The lead role in terrorism consequence management may be assigned to one of several local departments or agencies, depending on the type of incident that has occurred. Law enforcement agencies will typically play a significant supporting role in the conduct of consequence management activities.

I. Disaster Reconnaissance

In the immediate aftermath of an emergency situation, the Incident Commander or the EOC staff may request law enforcement units to conduct reconnaissance to identify specified areas affected and provide an initial estimate of damages. Timely initial disaster reconnaissance, also referred to as a windshield survey, is important in deciding what assistance is needed immediately and where limited resources should be initially committed.

J. External Assistance

If local law enforcement resources and those available through inter-local agreements are insufficient to deal with an emergency situation, local officials may request support from the State using the procedures outlined in Section V of the Basic Plan. Cities must seek assistance from their county before requesting resources assistance from the State.

Acts By Phases of Emergency Management

1. Prevention

- a. Operate a local warning system (see Annex A, Warning).
- b. Carry out anti-terrorist activities (see Annex V, Terrorist Incident Response).
- c. Avoid locating correctional facilities in known hazard areas so as to preclude the need for evacuation during emergency situations.

2. Preparedness

- a. Review and update plans and procedures.
- b. Identify preplanned evacuation routes for known risk areas and prepare traffic control plans.
- c. Identify key facilities and determine possible security requirements.
- d. Develop communications systems that provide for connectivity of all local law enforcement agencies and external agencies that may respond pursuant to inter-local agreements.
- e. Train primary and auxiliary law enforcement personnel to conduct emergency operations.
- f. Identify and train law enforcement personnel to staff the EOC and ICP.
- g. Conduct drills and exercises to test plans, procedures, and training.

3. Response

- a. Maintain law and order.
- b. Carry out backup warning (see Annex A, Warning).
- c. Perform traffic control for evacuations (see Annex E, Evacuation) and other appropriate situations.
- d. Carry out crowd control where needed.
- e. Provide security for key facilities (See Appendix 1 to this annex).
- f. Provide security for evacuated areas.
- g. Provide security for shelter and mass care facilities.
- h. Conduct counter-terrorism operations.
- i. Conduct initial disaster reconnaissance.
- j. Support other emergency operations.

4. Recovery

- a. Continue security operations as needed.
- b. Perform traffic control for return of evacuees, if needed.
- c. Provide access control for damaged areas, issuing passes/permits if required.
- d. Assist in damage assessment.

VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

A. General

Our normal emergency organization, described in Section VI.A of the Basic Plan and depicted in Attachment 3 to the Basic Plan, will plan and carry out law enforcement operations.

B. Task Assignments

1. Sheriff's Office will:

- a. Prepare law enforcement inter-local agreements.
- b. Maintain law and order during emergency situations.
- c. Plan, direct, and control evacuations (see Annex E).
- d. Provide security for key facilities.
- e. Protect property in evacuated areas.
- f. Provide access control to damaged areas.
- g. Carry out traffic control when and where needed.
- h. Provide crowd control when needed.
- i. Manage the local warning system (see Annex A).
- j. Manage the local emergency communications network (see Annex B).
- k. Conduct counter-terrorism and anti-terrorist operations.
- l. Support search and rescue operations (see Annex R).
- m. Assist in hazardous materials incidents (See Annex Q).
- n. Provide security for shelter and mass care operations (See Annex C).
- o. If necessary, evacuate prisoners from the jail to another suitable facility.
- p. Provide qualified individuals to staff the EOC and ICPs when those facilities are activated.
- q. Support other emergency functions as necessary.

2. Constables will:

Upon request of the Sheriff, augment the Sheriff's Office during major emergencies.

3. The Incident Commander will:

- a. Establish an incident command post (ICP) and control and direct emergency response resources at the incident scene from that ICP to resolve the incident.
- b. Provide an initial incident assessment, requests additional resources if needed, and provides periodic updates to the EOC.
- c. Establish a specific division of responsibilities between the incident command operation and the EOC, if the EOC has been activated.
- d. Determine and implement initial protective actions for emergency responders and the public in the vicinity of the incident site.

4. Precinct Road and Bridge Departments will:

- a. Upon request, place traffic control devices to facilitate evacuation travel.
- b. Assist in keeping evacuation routes open.
- c. Upon request, provide barricades and barriers to restrict entry to evacuated and damaged areas.

5. County Attorney will:

Upon request, advise law enforcement agencies regarding the emergency powers of local government and their potential impact on law enforcement requirements during emergency situations.

VII. DIRECTION & CONTROL

A. General

1. Routine law enforcement operations may continue during some emergency situations. Direction and control of such operations will be by those that normally direct and control day-to-day operations.
2. For most emergency situations, an Incident Commander will establish an ICP at the scene and direct and control emergency operations at incident site from that command post; law enforcement and other resources committed to the incident will carry out missions assigned by the Incident Commander. The Incident Commander will be assisted by a staff with the expertise and of a size required for the tasks to be performed. The individual most qualified to deal with the specific type of emergency situation present should serve as the Incident Commander. Hence, for incidents that primarily involve a law enforcement matter, the senior law enforcement officer present will typically serve as the Incident Commander.
3. In some situations, the EOC may be activated without an incident command operation. This type of organizational arrangement is most likely when: (a) a hazard threatens, but has not yet impacted the local area (such as a predicted flood), or (b) when a generalized threat exists and there is no identifiable incident site (as may be the case for a terrorist threat). During these situations, a senior law enforcement officer will normally direct the combined efforts of local law enforcement agencies from the EOC, receiving general guidance from the County Judge and coordinating as necessary with the law enforcement agencies concerned and other emergency functions.
4. External response agencies are expected to conform to the general guidance provided by our senior decision-makers and carry out mission assignments directed by the Incident Commander or the EOC. However, organized response units will normally work under the immediate control of their own supervisors.

B. Incident Command System- EOC Interface

If both the EOC and an ICP are operating, the Incident Commander and the EOC must agree upon a specific division of responsibilities for emergency response activities to avoid duplication of effort and conflicting guidance and direction. The EOC and the ICP must maintain a regular two-way information flow. A general division of responsibilities between the ICP and the EOC that can be used as a basis for more specific agreement is provided in Section V of Annex N, Direction & Control.

C. Continuity of Government

The line of succession for the Sheriff is:

1. Chief Deputy .
2. Captain
3. Sergeant

VIII. READINESS LEVELS

A. Readiness Level IV – Normal Conditions

1. Review and update plans and SOPs.
2. Maintain list of law enforcement resources (see Annex M).
3. Develop and update a list of key facilities that may require security during emergency situations. See Appendix 1 to this annex.
4. Maintain and periodically test equipment.
5. Conduct appropriate training, drills, and exercises.
6. Identify potential evacuation, traffic control and security issues and estimate law enforcement requirements.
7. Develop tentative task assignments and identify potential resource shortfalls.

B. Readiness Level III – Increased Readiness

1. Check readiness of law enforcement equipment, supplies and facilities.
2. Correct equipment and facility deficiencies.
3. Correct shortages of essential supplies.
4. Update incident notification and staff recall rosters.
5. Notify key personnel of possible emergency operations.
6. Update information on key facilities and related security requirements.
7. If evacuation of correctional facilities may be required, review procedures for relocating prisoners and determine availability of required specialized equipment.

C. Readiness Level II – High Readiness

1. Alert personnel to the possibility of emergency duty.
2. Place selected personnel and equipment on standby.

3. Alert reserve/auxiliary personnel.
4. Identify personnel to staff the EOC and ICP if those facilities are activated.
5. Alert external resources covered by inter-local agreements.

D. Readiness Level I – Maximum Readiness

1. Mobilize selected law enforcement personnel.
2. Consider precautionary deployment of equipment and personnel to enhance response time.
3. If an evacuation has been recommended or spontaneous evacuation is taking place, activate traffic control plans and deploy traffic control resources.
4. Dispatch law enforcement representative(s) to the EOC when activated.
5. Provide increased security at key facilities if needed.

IX. ADMINISTRATION & SUPPORT

A. Reporting

In addition to reports that may be required by their parent organization, law enforcement elements participating in emergency operations should provide appropriate situation reports to the Incident Commander, or if an incident command operation has not been established, to the EOC. The Incident Commander will forward periodic reports to the EOC. Pertinent information will be incorporated into the Initial Emergency Report and the periodic Situation Report that is prepared and disseminated to key officials, other affected jurisdictions, and state agencies during major emergency operations. The essential elements of information for the Initial Emergency Report and the Situation Report are outlined in Appendices 2 and 3 to Annex N (Direction and Control).

B. Records

1. **Activity Logs.** The Incident Commander and, if activated, the EOC, shall maintain accurate logs recording significant operational activities, the commitment of resources, and other information relating to emergency response and recovery operations. See Section IX.B of Annex N, Direction and Control, for more information on the types of information that should be recorded in activity logs.
2. **Documentation of Costs.** Expenses incurred in carrying out emergency response operations for certain hazards, such as radiological accidents or hazardous materials incidents, may be recoverable from the responsible party. Hence, all departments and agencies will maintain records of personnel and equipment used and supplies consumed during large-scale law emergency operations.

C. Post Incident Review

For large-scale emergency operations, the EMC shall organize and conduct a review of emergency operations in accordance with the guidance provided in Section IX.E of the Basic

Plan. The purpose of this review is to identify needed improvements in this annex, procedures, facilities, and equipment. Law enforcement personnel who participated in the operations should participate in the review.

D. Communications

General emergency communications capabilities and connectivity are discussed and depicted in Annex B, Communications. The communications connectivity of law enforcement agencies is depicted in Appendix 2 to this annex.

E. Resources

A listing of law enforcement resources is provided in Annex M, Resource Management.

F. Key Facilities

A listing of key facilities that may require security during emergency situations is provided in Appendix 1 to this annex.

X. ANNEX DEVELOPMENT & MAINTENANCE

- A.** The Sheriff and EMC are responsible for developing and maintaining this annex. Recommended changes to this annex should be forwarded as needs become apparent.
- B.** This annex will be revised annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.
- C.** Departments and agencies assigned responsibilities in this annex are responsible for developing and maintaining SOPs covering those responsibilities.

XI. REFERENCES

- A.** Annex A (Warning) to the *State of Texas Emergency Management Plan*
- B.** Annex E (Evacuation) to the *State of Texas Emergency Management Plan*
- C.** Annex G (Law Enforcement) to the *State of Texas Emergency Management Plan*
- D.** Annex V (Terrorist Incident Response) to the *State of Texas Emergency Management Plan*

APPENDICES

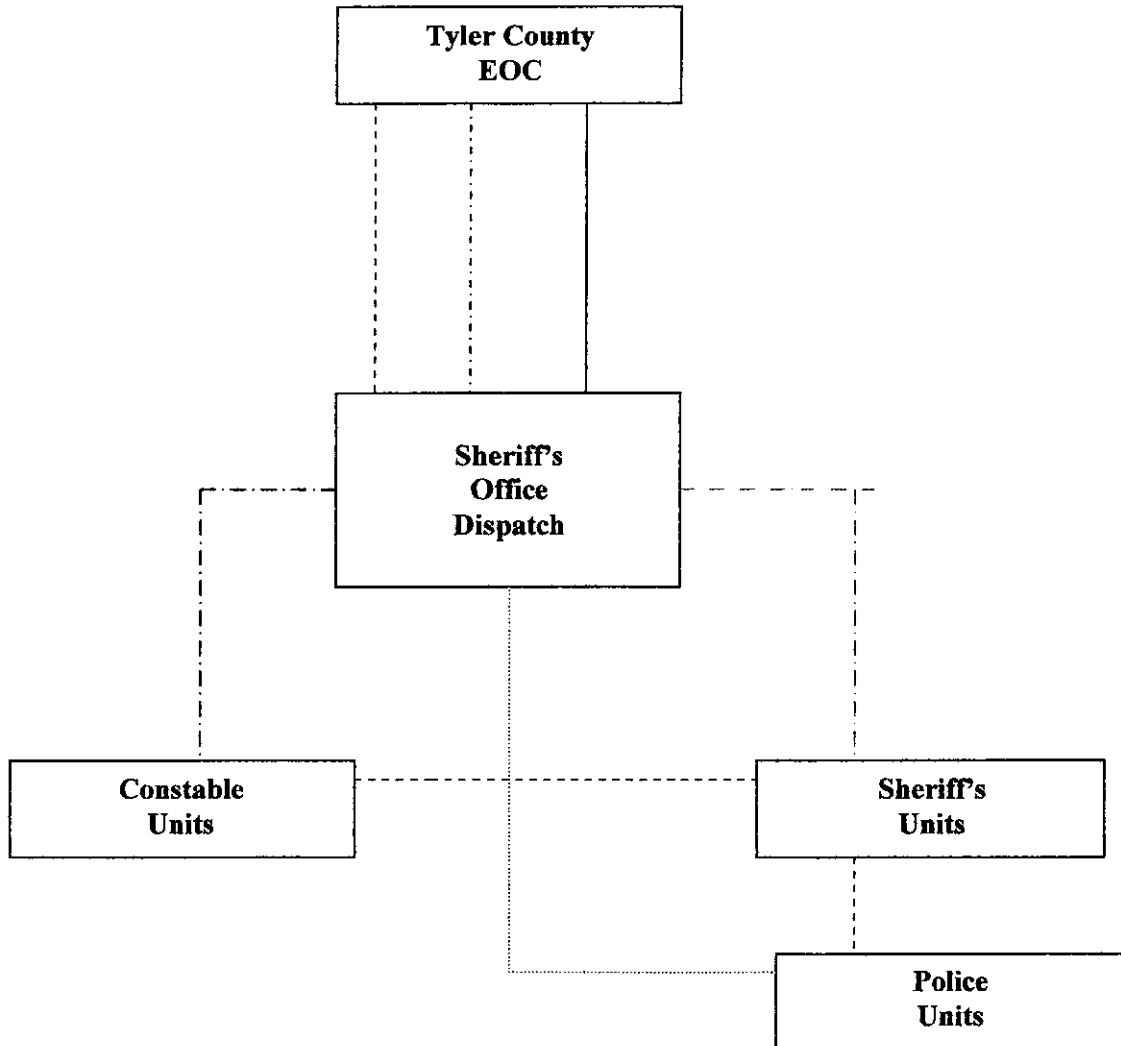
Appendix 1 Key Facilities

Appendix 2 Law Enforcement Communications Diagram

KEY FACILITIES

FACILITY NAME	ADDRESS	POINT OF CONTACT
Govt. Direction & Control		
Tyler County Courthouse	100 W. Bluff Woodville	Judge's Secretary/283-2141
Woodville City Hall	300 W. Bluff Woodville	City Secretary/283-2234
Colmesneil City Hall	Colmesneil	City Secretary/283-223
Chester City Hall	Chester	City Secretary/936-969-2360
Emergency Response		
Vol. Fire Depts.	Various Locations	Fire Chiefs/ Use Dispatch Center for contact by radio Or phone--283-2172
Trans-Star	Hiway 69 Woodville	283-7575
Dogwood Ambulance	Hiway 190 W. Woodville	283-3900
Utilities		
SHECO Coop Electric	Hiway 287 Woodville	Duty Super'vsr 283-8251
SW Bell	300 S magnolia Woodville	1-800-403-3302
Medical Facilities		
Tyler County Hospital	1100 W Bluff Woodville	Admins'tr 283-8141
Communications		
Dispatch Center	702 N Magnolia Woodville	Duty Dispatcher 283-2172
KWUD	105 E. Wheat Woodville	Owner 283-2067
Major Food Suppliers		
Brookshire Bros	520 S. Magnolia Woodville	Manager 283-3333
Wal-Mart	1110 S. Magnolia Woodville	Manager 283-7614
Fuel Distributors		
Gardner Oil Co.	202 E Walt Davis Woodville	Manager 283-2275
NOTE; Due to frequent changes In personnel, a roster of the Home phone No's for all Contacts listed here is maintained at the dispatch center and is available from the duty Dispatcher at all times.		

**LAW ENFORCEMENT
COMMUNICATIONS DIAGRAM**



———— Phone
----- VHF Radio
- - - - Cell Phone

ANNEX J

RECOVERY

**TYLER COUNTY AND CITIES
ADHERING TO THIS PLAN**

Jurisdiction

APPROVAL & IMPLEMENTATION

Annex J

Recovery

Signature, County Judge

Date

RECORD OF CHANGES

Annex J

Recovery

Change #	Date of Change	Entered By	Date Entered

ANNEX J
RECOVERY

I. AUTHORITY

- A. See Section I of the Basic Plan.
- B. Public Law 93-28, Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended.
- C. Title 44 (Emergency Management and Assistance), Code of Federal Regulations.

II. PURPOSE

The purpose of this annex is to define the operational concepts, organizational arrangements, responsibilities, and procedures to accomplish the tasks required for the local government and its citizens and businesses to recover from a major emergency or disaster.

III. EXPLANATION OF TERMS

A. Acronyms

CFR	Code of Federal Regulations
GDEM	Governor's Division of Emergency Management
JFO	Joint Field Office
DRC	Disaster Recovery Center
DSO	Disaster Summary Outline
FEMA	Federal Emergency Management Agency
JIC	Joint Information Center
NIMS	National Incident Management System
IA	Individual Assistance
PA	Public Assistance
PDA	Preliminary Damage Assessment
PIO	Public Information Officer
PW	Project Worksheet
RLO	(GDEM) Regional Liaison Officer
SBA	Small Business Administration
SOP	Standard Operating Procedure

B. Definitions

1. Individual Assistance. Programs providing financial assistance to individuals, families, and business owners in declared disaster areas whose property has been damaged or destroyed and whose losses are not covered by insurance.
2. Public Assistance. Financial assistance to repair facilities and infrastructure provided to governments, public institutions, and certain private non-profit agencies that provide Essential services of a governmental nature.

3. Stafford Act. The Robert T. Stafford Disaster Relief and Emergency Assistance Act.
4. Primary and Secondary Agents. The individuals who will be representing the jurisdiction in the grant process.
5. Project Worksheet. A FEMA document that lists the specifications of an approved PA project.

IV. SITUATION & ASSUMPTIONS

A. Situation

1. As identified in the County Hazard Analysis, which is summarized in Section IV of the Basic Plan, this jurisdiction is at risk from a number of hazards that have the potential for causing extensive property damage. In the event that such damage occurs, planned damage assessment and recovery procedures are essential for returning the community to normal after a major emergency or disaster.
2. The Stafford Act authorizes federal disaster assistance to individuals and to governmental entities in the aftermath of a major emergency or disaster and outlines the types of assistance that may be made available. The majority of federal disaster assistance programs are administered by state agencies.
3. The State of Texas does not have a specific disaster assistance program for individuals and local governments similar to the Stafford Act. Pursuant to provisions of the Texas Disaster Act, state agencies frequently provide assistance to local governments in the aftermath of a disaster.
4. Federal assistance is governed by the Stafford Act and 44 CFR, part 206.

B. Assumptions

1. Adopting and enforcing land use regulations can reduce much of the structural damage which would otherwise result from a disaster.
2. We must be prepared to deal with a major emergency or disaster until outside help arrives.
3. Timely and accurate damage assessment to private and public property forms the basis for requesting state and federal assistance for citizens (Individual Assistance or IA) and for repairs to infrastructure (Public Assistance or PA) and should be a vital concern to local officials following a disaster.
4. State and federal assistance may be requested to assist citizens or government entities. State assistance is typically in the form of operational support such as equipment, manpower, or technical assistance. Federal assistance, if approved, will generally be in the form of financial reimbursement and will require considerable paperwork and take some time to deliver.
5. Volunteer organizations will be available to assist citizens in meeting some basic needs, but they may not provide all needed assistance.

6. Damage assessment and recovery operations may commence while some emergency response activities are still underway.

V. CONCEPT OF OPERATIONS

A. General

Our disaster recovery program will be conducted in five steps:

1. **Pre-Emergency Preparedness.** Prior to an emergency, this annex shall be developed and maintained and key recovery staff members appointed, including the Damage Assessment Officer, Public Assistance Officer, and Individual Assistance Officer. These individuals shall obtain training and develop operating procedures for recovery activities. Requirements for personnel to staff damage assessment teams and assist in recovery programs shall be determined and basic training provided.
2. **Initial Damage Assessment.** An initial damage assessment is required to support our request for state and federal assistance. This assessment will be conducted as soon as possible, often while some emergency response activities are still underway. Local damage assessment teams will carry out the initial assessment under the direction of the Damage Assessment Officer. During this phase, the County Judge should declare a local state of disaster, as such a declaration allows local officials to invoke emergency powers to deal with the disaster and is required to obtain state and federal disaster recovery assistance. Guidance on issuing a local disaster declaration is provided in Annex U, Legal. Section V.B below provides amplifying information on the initial damage assessment process.
3. **Requesting Assistance.** State and federal disaster assistance must be requested in a letter to the Governor, which must be accompanied by a DSO reporting the results of the initial damage assessment and the local disaster declaration. Based on the information contained in the DSO and other information, the Governor may issue a state disaster declaration for the affected area and may request that the President issue a federal disaster declaration. Refer to Section V.C for specific procedures on requesting assistance.
4. **Short Term Recovery Activities.** Prior to a federal disaster or major emergency declaration, state disaster response and recovery assistance, which typically consists of equipment, personnel, and technical assistance, may be deployed as soon as it is requested through the DDC in Beaumont, Texas. During the initial stages of recovery, state agencies and volunteer groups may assist disaster victims with basic needs, such as temporary shelter, food, and clothing. A local donations management program may be activated to distribute donated goods and funds to disaster victims and assign volunteer workers to assist victims and local government. See Annex O, Human Services, and Annex T, Donations Management, regarding these programs.
5. **Post-Declaration Recovery Programs.** Recovery programs authorized by the Stafford Act and other statutes begin when the President issues a disaster or major emergency declaration or other types of disaster declarations are issued. See Section V.D below regarding these programs.

B. Damage Assessment

1. An extensive detailed damage assessment is the basis of most recovery programs at the state and federal levels. The County is responsible for compiling the necessary information regarding the loss of life, injuries, and property damage. Appraised value information should be obtained from the Central Appraisal District.
2. The Damage Assessment Officer will manage the damage assessment function by organizing, training, and employing a Damage Assessment Team composed of local personnel.
3. Damage Assessment Teams

There will be two types of damage assessment teams. PA teams will survey damage to government property and private non-profit organizations. IA teams will assess impact on citizens and businesses. Each team will have a designated team leader who will compile and report team findings to the Damage Assessment Officer.

- a. PA Team. This team will assess damage to publicly owned property. Damage will be reported in terms of dollars and impacts in the following categories:

- 1) Emergency services
- 2) Debris removal and disposal
- 3) Roadways and bridges
- 4) Water control facilities
- 5) Buildings, equipment, and vehicles
- 6) Publicly owned utilities
- 7) Parks and recreational facilities

- b. IA Team. This team will survey damage to homes and businesses.

- 1) Homes. The DSO form (DEM-93), included in Appendix 1 to this annex and in the Forms section of the GDEM *Disaster Recovery Manual* (DEM-62) provides a matrix used to report the following information:

- a) Damage to homes will be categorized by:

- (1) Type of housing unit: single family, mobile homes, multi-family units.
- (2) Type of damage: destroyed, major damage, minor damage, affected

- b) For each type of housing unit, an estimate of average percent of units covered by insurance must be provided.

- 2) Businesses.

- a) The *Business Losses/Impacts* section of the DSO (see Appendix 1) should be used to report business damages to the state officials.

- b) In addition to the information on the DSO, the following should also be obtained using the Site Assessment-Business Losses form (see Appendix 2). This information will be needed should our jurisdiction not qualify for FEMA assistance.

- 1) Business name and address
- 2) Owner's name and phone number
- 3) Type of business
- 4) Estimated dollar loss
- 5) Amount of anticipated insurance
- 6) Value of business
- 7) Fair replacement value of
 - (a) Contents
 - (b) Structure
 - (c) Land
- 8) Number of employees
- 9) Number of employees for which unemployment insurance is carried
- 10) Estimated number of days out of operation
- 11) Percent of uninsured loss

C. Requesting Assistance

Requests for assistance should be forwarded to GDEM within 10 days of the disaster to allow state officials adequate time to prepare the necessary documentation required for a declaration.

1. If the Mayor determines that a disaster is of such severity as to be beyond the local capability to recover and that state or federal assistance is needed for long term recovery, he/she should:
 - a. Prepare a letter requesting disaster assistance. Sample letters are included in the *GDEM Disaster Recovery Manual*.
 - b. Attach a completed DSO and local disaster declaration. See Annex U, Legal, regarding the preparation of disaster declarations.
 - c. Forward the letter and its attachments to the County Judge.]
2. The County Judge should:
 - a. Prepare a letter to the Governor requesting assistance (samples are included in the *Disaster Recovery Manual*) and attach:
 - 1) A DSO for incorporated areas of the county, if such areas suffered damage.
 - 2) A consolidated DSO reflecting data from all cities and unincorporated areas that suffered damage.
 - 3) A disaster declaration for the county if unincorporated areas suffered damage. See Annex U, Legal, for guidance on preparing a disaster declaration.
 - 4) All letters from mayors with their attached DSOs and disaster declarations.
 - b. Forward the foregoing to GDEM. Fax a copy of the package and send the original documents by mail. GDEM's address and fax number are printed on the DSO form.
3. GDEM will review the information submitted, coordinate with the Governor's Office regarding the request, and maintain contact with the County Judge as the request is processed.
4. If local damages appear to exceed the state and local capability to recover, GDEM will contact the FEMA regional office and arrange for federal, state, and local personnel to conduct a preliminary damage assessment. If the results of that assessment confirm

that the severity of the disaster is beyond state and local capabilities and federal assistance appears warranted, the Governor will forward a request for assistance to the President through FEMA.

D. Post-Declaration Emergency Programs

1. Presidential Disaster Declaration.

When a federal disaster declaration is issued, federal recovery programs are initiated, state and federal recovery staffs are deployed and recovery facilities are established. A JFO staffed by state and federal personnel will normally be established in the vicinity of the disaster area to administer recovery programs. One or more DRCs staffed by state and federal agency personnel may be established to assist disaster victims in obtaining assistance; mobile DRCs may also be employed.

a. Individual Assistance.

- 1) The FEMA Teleregistration System is activated so that disaster victims may register by phone for federal disaster assistance.
- 2) Federal, state, and local personnel conduct follow-up damage assessments.
- 3) State and federal Outreach programs for disaster victims are initiated.
- 4) Individual assistance activities for citizens and businesses may continue for months.

b. Public Assistance

- 1) Public assistance is provided to repair or rebuild public facilities affected by a disaster, including buildings, state or local roads and bridges, water supply and sewage treatment, flood control systems, airports, and publicly-owned electric utilities. Public assistance is also available to repair or rebuild schools and public recreation facilities.
- 2) As reconstructing infrastructure may require demolition and site cleanup, design and engineering work, the letting of bids, and a lengthy construction period, public assistance programs typically continue over a period of years.
- 3) Virtually all federal public assistance programs are on a cost share basis. The federal government picks up a large percentage of the costs, but local government must cover the remainder. Hence, it is particularly important to maintain complete and accurate records of local response and recovery expenses.

2. Other Assistance

a. SBA Disaster Declarations.

If the emergency situation does not meet the criteria for a Presidential disaster declaration, assistance in the form of loans may be available from the SBA. Information on SBA declarations is provided in the *Disaster Recovery Manual*.

b. Agricultural Disaster Declarations.

The Secretary of Agriculture is authorized to make agricultural disaster declarations for weather-related crop losses. When such declarations are made, farmers and ranchers become eligible for an emergency loan program. For information on agricultural disaster declarations, see the *Disaster Recovery Manual*.

c. Other State Programs.

Limited assistance may be available through other state agencies.

E. Actions by Phases of Emergency Management

1. Mitigation

- a. Develop and enforce adequate building codes.
- b. Develop and enforce adequate land use regulations.
- c. Develop hazard analysis.
- d. Develop potential mitigation measure to address the hazards identified in the analysis.

2. Preparedness

- a. Assess disaster risk to government facilities from likely hazards and take measures to reduce the vulnerability of facilities.
- b. Identify damage assessment team members.
- c. Train personnel in damage assessment techniques.
- d. Maintain pre-disaster maps, photos, and other documents for damage assessment purposes.
- e. Identify critical facilities requiring priority repairs if damaged.
- f. Ensure that key local officials are familiar with jurisdiction's insurance coverage.
- g. Conduct public education on disaster preparedness.
- h. Conduct exercises.

3. Response

- a. Gather damage reports.
- b. Compile damage assessment reports.
- c. Complete DSO.
- d. Keep complete records of all expenses.

4. Recovery

- a. Identify unsafe structures and recommend condemnation.
- b. Monitor restoration activities.
- c. Review building codes and land use regulations for possible improvements.
- d. Communicate effectively with disaster victims.

VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. The county organization for disaster recovery includes the general emergency structure described in Section VI of the Basic Plan and the additional recovery positions described in this annex.
2. The EMC shall coordinate recovery efforts. The EMC will serve as the Damage Assessment Officer or designate an individual to serve in that capacity.
3. All departments and agencies may be called on to provide staff support for damage assessment and recovery activities.

B. Assignment of Responsibilities

1. The County Judge will:
 - a. Oversee the local disaster recovery program, including pre-disaster planning and post-disaster implementation.
 - b. Appoint an Individual Assistance Officer, Public Assistance Officer, and Recovery Fiscal Officer who will carry out specific recovery program activities and report to the EMC.
 - c. In the aftermath of a disaster:
 - 1) Review damage assessments and request state and federal disaster assistance if recovery from the disaster requires assistance beyond that which local government can provide.
 - 2) Participate in recovery program briefings and periodic reviews.
 - 3) Monitor and provide general guidance for the operation of the local recovery program when implemented.
2. The EMC will:
 - a. Serve as the Damage Assessment Officer or designate an individual to fill that position.
 - b. Participate in recovery program briefings, meetings, and work groups.
 - c. Supervise local recovery operations, coordinating as needed with state and federal agencies and maintaining required records.
 - d. Provide guidance to and supervise recovery activities of the Individual Assistance Officer, Public Assistance Officer, and Recovery Fiscal Officer.
 - e. Coordinate training for damage assessment team members and other individuals with disaster recovery responsibilities.

- f. Assist the County Judge in preparing documents to request state and federal recovery assistance.
 - g. Develop appropriate public information relating to recovery programs, in coordination with the PIO.
 - h. Provide situation updates to the RLO.
3. The Damage Assessment Officer will:
- a. Develop a damage assessment program.
 - b. Organize and coordinate training for damage assessment teams.
 - c. In the aftermath of a disaster:
 - 1) Collect damage assessments from all departments, agencies, other governmental entities, and private non-profit facilities that may be eligible for disaster assistance.
 - 2) Compile damage assessment information and complete the DSO.
 - 3) Participate with state and FEMA representatives in the PDA process.
 - 4) Coordinate with the Incident Commander to ensure that response activities have either terminated or are in a phase of transitioning to recovery, before deploying damage assessment teams.
4. The PA Officer will:
- a. Attend the following PA program meetings:
 - 1) Applicant's Briefing
 - 2) Kick-off Meeting.
 - 3) Other program meetings, as needed.
 - b. Obtain maps showing damage areas from PDA team leaders.
 - c. Prepare or assist state and federal teams in preparing recovery PWs for the local area.
 - d. Monitor all PA program activities and:
 - 1) Ensure deadlines are complied with or time extensions requested in a timely manner.
 - 2) Ensure the work performed complies with the description and intent of the PW.
 - 3) Ensure all environmental protection and historical preservation regulations are complied with.
 - 4) Request alternate or improved projects, when appropriate.
 - 5) Request progress payments on large projects, if appropriate.
 - 6) Provide quarterly reports to GDEM.
 - 7) Request final inspections and audit when projects are completed.
 - 8) Prepare and submit Project Completion and Certification Report (P.4) as appropriate.
 - 9) Provide insurance information when needed.

- 10) Ensure costs are properly documented.
- 11) Assist with final inspections and audits.
- 12) Monitor contract for de-barred contractors.

The duties of the PA Officer are further explained in the *Disaster Recovery Manual*.

5. The IA Officer will:

- a. Act as our liaison with state and federal Outreach and Public Relations programs.
- b. Assist in locating a local facility for use as DRC, if needed.
- c. Act as the local government representative at the DRC, when needed.
- d. Coordinate with the state and federal Outreach staff to arrange community meetings.
- e. Act as an advocate for disaster victims who need assistance in dealing with state, federal, and volunteer agencies.

The duties of the IA Officer are further explained in the *Disaster Recovery Manual*.

6. The PIO will:

Establish a media site, sometimes referred to as a JIC, to ensure that accurate and current information is disseminated to the public.

7. The Chief Financial Officer will:

- a. Administer fiscal aspects of the recovery program.
- b. Ensure that the financial results of each project are accurate and fully disclosed.
- c. Monitor the source and application of all funds.
- d. Ensure that outlays do not exceed approved amounts for each award.
- e. Maintain information establishing the local cost share.
- f. Ensure that all laws, regulations, and grant requirements are complied with.
- g. Coordinate between the grant managers (also known as Primary and Secondary Agents) and the accounting staff.

These duties are further explained in the *Disaster Recovery Manual*.

8. Chief Appraiser of the Central Appraisal District will:

Provide estimates of value of damaged and destroyed property to support the damage assessment process.

9. The Road & Bridge and city Public Works Departments will:

Survey roads, bridges, traffic control devices, and other facilities and determine extent of damage and estimate cost of restoration.

10. The City Utilities/Water & Wastewater Departments will:

- a. Determine extent of damage to government-owned water and wastewater systems and other utilities and estimate the cost of restoration.

Coordinate with local public non-profit utility providers to obtain estimates of damage to their facilities and equipment and estimates of the cost of restoration.

11. The Various Independent School Districts each will:

- a. Assess and report damage to its facilities and equipment and the estimated cost of repairs.
- b. Estimate the effects of the disaster on the school district tax base.

12. The County Tax Assessor-Collector will:

- a. Estimate dollar losses to local government due to disaster.
- b. Estimate the effects of the disaster on the local tax base and economy.

13. All departments and agencies will:

a. Pre-emergency:

- 1) Identify personnel to perform damage assessment tasks.
- 2) Identify private sector organizations and individual with appropriate skills and knowledge that may be able to assist in damage assessment.
- 3) Participate in periodic damage assessment training.
- 4) Participate in using geographic information systems (GIS) that may be used in damage assessment.
- 5) Periodically review forms and procedures for reporting damage with designated damage assessment team members.

b. Emergency:

- 1) Make tentative staff assignments for damage assessment operations.
- 2) Review damage assessment procedures and forms with team members.
- 3) Prepare maps and take photos and videos to document damage.

c. Post-emergency:

- 1) Identify and prioritize areas to survey.
- 2) Refresh damage assessment team members on assessment procedures.
- 3) Deploy damage assessment teams.
- 4) Complete damage survey forms and forward to the Damage Assessment Officer.
- 5) Catalog and maintain copies of maps, photos, and videotapes documenting damage for further reference.

- 6) Provide technical assistance for preparation of recovery project plans.
- 7) Maintain disaster-related records.

VII. DIRECTION AND CONTROL

- A. The Commissioner's Court may establish local rules and regulations for the disaster recovery program and may approve those recovery programs and projects that require approval by the local governing body.
- B. The County Judge/Mayor/City Manager shall provide general guidance for and oversee the operation of the local disaster recovery program and may authorize those programs and projects that require approval by the chief elected official or chief operating officer of the jurisdiction.
- C. The EMC shall direct day-to-day disaster recovery activities and shall serve as the Damage Assessment Officer or designate an individual to fill that position.
- D. The County Judge shall appoint local officials to fill the positions of IA Officer, PA Officer, and Recovery Fiscal Officer. These individuals shall report to the EMC in matters relating to the recovery program.

VIII. INCREASED READINESS LEVELS

A. Readiness Level IV– Normal Conditions

See the mitigation and preparedness activities in paragraphs V.E.1 and V.E.2.

B. Readiness Level III – Increased Readiness

1. Alert key staff and volunteer organizations of the current situation.
2. Fill vacancies on damage assessment teams; conduct refresher training; check team equipment such as cameras.

C. Readiness Level II – High Readiness

1. Notify RLO of the situation.
2. Brief damage assessment teams and place on standby.
3. Brief senior staff on the damage assessment process and the need for detailed record keeping of emergency response and recovery activity expenses.

D. Readiness Level I – Maximum Readiness

1. Provide situation updates to the RLO.





2. Have damage assessment teams ready for deployment.

IX. ADMINISTRATION & SUPPORT

A. Reports

1. Survey Team Reports

Each damage survey team will collect data using the Site Assessment forms (see Appendix 2) which can be found in the *Disaster Recovery Manual*. Once completed, these forms should be utilized to determine priorities for beginning repairs and evaluating the need for requesting state and federal assistance.

2. Disaster Summary Outline (DSO).

Totals from the Site Assessment forms and other reports will be compiled and transferred to the DSO. A copy of the DSO is provided in Appendix 1 to this annex and also included in the *Disaster Recovery Manual*.

B. Records

Each department or agency will keep detailed records on disaster related expenses, including:

1. Labor
 - a. Paid (regular and overtime)
 - b. Volunteer
2. Equipment Used
 - a. Owned
 - b. Rented /leased
 - c. Volunteered
3. Materials
 - a. Purchased
 - b. Taken from inventory
 - c. Donated
4. Contracts (see below)
 - a. Services
 - b. Repairs

C. Contracts

1. The Recovery Fiscal Officer should monitor all contracts relating to the recovery process. Contracts that will be paid from federal funds must meet the following criteria:
 - a. Meet or exceed Federal and State Procurement Standards and must follow local procurement standards if they exceed the federal and state criteria.
 - b. Be reasonable.
 - c. Contain right to audit and retention of records clauses.
 - d. Contain standards of performance and monitoring provisions.

- e. Fall within the scope of work of each FEMA project.
- f. Use line items to identify each FEMA project, for multiple project contracts.

2. The following contract-related documents must be kept:

- a. Copy of contract
- b. Copy of PWs
- c. Copies of requests for bids
- d. Bid documents
- e. Bid advertisement
- f. List of bidders
- g. Contract let out
- h. Invoices, cancelled checks, and inspection records

D. Training

1. The individual assigned primary responsibility for the recovery function shall attend disaster recovery training. A variety of disaster recovery training courses are offered by GDEM and FEMA.
2. Those individuals assigned duties as the IA Officer and PA Officer should also attend training appropriate to their duties.
3. The Damage Assessment Officer is responsible for coordinating appropriate training for local damage assessment teams.

E. Release of Information

1. Personal information, such as marital status, income, and Social Security numbers gathered during the damage assessment and recovery process is protected by state and federal privacy laws. Due care must be taken by all individuals having access to such information to protect it from inadvertent release.
2. General information, such as the numbers of homes damaged and their general locations, may be provided to private appraisers, insurance adjusters, etc.

X. ANNEX DEVELOPMENT & MAINTENANCE

A. Development

The EMC is responsible for developing and maintaining this annex.

B. Maintenance

This annex will be reviewed annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.

C. Procedures

Those individuals charged with responsibilities for managing various recovery activities are

also responsible for developing standard operating procedures for those activities.

XI. REFERENCES

- A. GDEM, *Disaster Recovery Manual* (DEM-62). (Available from GDEM in hard copy and online at the GDEM web site: www.txdps.state.tx.us/dem/documents.htm#recovery.)
- B. FEMA, *Public Assistance Applicant Handbook* (FEMA-323).
- C. FEMA, *Debris Management Guide* (FEMA-325).
- D. Current FEMA Policy Letters. (Available online at www.fema.gov/r-n-r/pa/policy.htm)

APPENDIX

Appendix 1.....	Disaster Summary Outline
Appendix 2	Site Assessment Forms

Disaster Summary Outline

Date: _____
Time: _____

I. GENERAL

Jurisdiction (*County/City*): _____ Population: _____

Type of Disaster (*Flood, Hurricane, Tornado, etc.*) _____

If this is a flood event, does the City/County participate in the National Flood Insurance Program (*NFIP*)?
Yes/No

Inclusive dates of the disaster: _____

Was a local disaster declaration issued? Yes/ No (*Not applicable for Agriculture assistance only*)

Contact Person: _____ Title: _____

Address: _____ City: _____ Zip Code: _____

Phone () _____ Fax () _____

Pager () _____ 24-Hour Duty Officer/Sheriff's Office () _____

INDIVIDUAL ASSISTANCE

Casualties: (Contact local area hospitals)

- A. Number of Fatalities _____
- B. Number of Injuries _____
- C. Number Hospitalized _____

Number of homes isolated due to road closure (high water, etc.): _____

Agricultural Losses: (Contact the Farm Service Agency in your county)

Is agricultural assistance needed? Yes/ No If yes, please attach USDA flash situation report.

Residential Losses - Primary Residence Only: (*Local Damage Assessment*) See guidelines on page 4.

Type of Homes	Destroyed	Major Damage	Minor Damage	Affected	% Covered by Insurance
Single Family Homes					
Mobile Homes					
Multi-Family Units					
Totals					

Estimated number of persons whose situation will not be satisfied by volunteer organizations (Contact local volunteer organizations) _____

Are shelters opened? Yes/No How many? _____

Name, location, capacity, and current occupancy of shelters?

Business Losses/Impacts:

	Number	# Covered by Adequate Insurance	Total estimated repair cost
Major Damage(greater than 40%)			\$
Minor Damage (less than 40%)			\$
Totals			\$

How many businesses have ceased operations: _____

How many businesses have experienced economic injury: _____

Estimated number of persons unemployed because of this disaster _____
 (Contact affected businesses and the local Texas Workforce Commission Office)

PUBLIC ASSISTANCE

NOTE: All disaster related costs should be separated into the seven damage/work categories listed below:

Category	Subcategory	No. of Sites	Estimated Repair Costs	Anticipated Insurance *
Debris Clearance			\$	\$
Emergency (EMS, Fire, Police)			\$	\$
Road & Bridge	Roads - Paved		\$	\$
	Roads - Unpaved		\$	\$
	Bridges - Destroyed		\$	\$
	Bridges - Closed & Repairable		\$	\$
	Bridges - Damaged & Serviceable		\$	\$
	Culverts - Totally washed away		\$	\$
	Culverts - Damaged & still in place		\$	\$
Water Control Facilities (Dams, levees, dikes)			\$	\$
Buildings & Equipment			\$	\$
Public Utility Systems (Gas, Electric, Sewer, Water)			\$	\$
Other (Recreational Facilities, Airports, etc.)			\$	\$
Totals			\$	\$

* Anticipated insurance is normally calculated by subtracting any deductible, depreciation or uncovered loss from the estimated repair cost.

Total annual maintenance budget (i.e. Public Works, Road & Bridge): \$ _____

Start of Fiscal Year: Month _____

Others (Contact non-profit or governmental, medical, emergency, utility, educational, custodial care facilities, etc.)

Organization/ Facility	No. of Sites	Estimated Repair Costs	Anticipated Insurance *
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
Totals		\$	\$

This form is for damage assessment reporting purposes only. In accordance with the State Emergency Management Plan, if a Mayor/County Judge determines that a situation is of such severity and magnitude that an effective response is beyond the affected jurisdiction's capability to recover, a letter outlining the disaster impact and the need for supplemental State and/or Federal assistance must accompany this DSO.

Once this form is completed, submit pages 1-3 to your local Disaster District Committee, and to:

Texas Department of Public Safety
 Division of Emergency Management
 P.O. Box 4087
 Austin, Texas 78773 or FAX to: 512-424-2444

RESIDENTIAL LOSS GUIDELINES

Destroyed: Structure is permanently uninhabitable and can not be repaired. Look for the following:

- Structure gone, only foundation remains;
- Major sections of walls missing or collapsed;
- Entire roof gone with noticeable distortion of the walls;
- Structure has shifted off of its foundation;
- More than 4 feet of water, over 12" for mobile homes.

Major: Structure is currently uninhabitable and extensive repair is required to make it habitable. Look for the following:

- Portions of the roof, including decking, missing;
- Twisted, bowed or cracked walls;
- Penetration of structure by trees or cars, etc.;
- 2 to 4 feet of water, 6" to 12" for mobile homes.

Minor: Structure is habitable with minor repairs. Look for the following:

- Many** missing shingles, broken windows and doors;
- Siding loose, missing or damaged;
- Minor shifting or settling of foundation;
- Damaged septic systems (flood);
- 6" to 2 feet of water, less than 6" for mobile homes.

Affected: Structure is habitable. Some minor damage may be eligible for assistance. Look for the following:

- A **few** missing shingles;
- Some broken windows;
- Damage to cars;
- Damage to Air Conditioner Compressor only;
- Less than 6" of water.

Estimating Insurance: The following are general guidelines to estimating insurance coverage.

- Renters are less likely to have insurance.
- Low income residents are less likely to have insurance.
- Homeowners who are still paying off their mortgage will normally have the appropriate type of insurance.
- Residents who are flooded and reside in an area that does not participate in the NFIP or in an area that has been sanctioned for NFIP code enforcement violations will not have flood insurance.
- Residents who are flooded but whose property is not located in the Special Flood Hazard Area (SFHA) will probably not have flood insurance.

SITE ASSESSMENT - BUSINESS LOSSES

(1) COUNTY _____

(4) DAMAGE ASSESSMENT TEAM _____

(5) INCIDENT PERIOD: _____

(2) CITY _____

(6) DATE OF SURVEY: _____

(3) INCIDENT: _____

(7) PAGE ___ OF ___

REF NO. (8)	NAME OF BUSINESS NAME OF TENANT/OWNER TYPE OF BUSINESS STREET ADDRESS PHONE NO. (9)	ESTIMATED DAYS OUT OF OPERATION (10)	EMPLOYEES		FAIR REPLACEMENT VALUE (13)	ESTIMATED DOLLAR LOSS (14)	AMT OF ANTICIPATED INSURANCE (15)	% UNINSURED LOSS (16)	IF COL 16 IS:	
			NO. (11)	UI (12)					< 40% MIN (17)	> 40% MAJ (18)
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			
					CONTENTS:\$ _____ STRUCTURE:\$ _____ LAND:\$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____			

Instructions for Site Assessment – Business Losses

- (1) County where the business is located
- (2) City, if in the corporate limits
- (3) Note the type of incident
- (4) Identify the team members
- (5) Date(s) of the incident
- (6) Date(s) of the survey
- (7) Page number
- (8) Reference number (for local use)
- (9) Name of business, tenant/owner, street address and phone number and type of business; note that if the business is renting building space, the building space, the building owner will need to be contacted to determine the extent of structure damage and percent of uninsured loss.
- (10) Estimated days business will be out of operation
- (11) Total number of employees
- (12) Number of employees in which unemployment insurance is carried
- (13) Fair replacement value, for this purpose, is the cost to replace equivalent real/personal property or the fair market value of the pre-disaster property whichever is less, for each potential applicant.
- (14) Estimated dollar loss
- (15) The amount of anticipated insurance. Anticipated insurance is normally calculated by subtracting any deductible, depreciated or uncovered loss from the estimated repair cost.
- (16) Percentage of uninsured loss. Uninsured loss for this purpose, is the dollar amount of damage less any insurance received to repair that damage.

$$\frac{\text{Dollar value of uninsured loss}}{\text{Fair replacement value}} = \text{Percent of uninsured loss}$$
- (17) If column 16 is less than 40%, it is considered minor damage
- (18) If column 16 is greater than 40%, it is considered major damage

SITE ASSESSMENT - HOUSING LOSSES

(1) COUNTY _____

(4) INCIDENT PERIOD: _____

(7) ASSESSMENT TEAM: _____

(6) PAGE ___ OF ___

(2) MUNICIPALITY _____

(5) DATE OF SURVEY: _____

(3) TYPE OF INCIDENT: _____

REF NO. (8)	NAME ADDRESS PHONE	TYPE OF STRUCTURE SF MF MH	DAMAGE CATEGORY AFFECTED DESTROYED MAJOR MINOR	WATER LEVEL IN STRUCTURE (INCHES)	ESTIMATED INCOME HIGH MIDDLE LOW	IS STRUCTURE OCCUPIED Y/N	STATUS OWN RENT	RESIDENCE PRIMARY OR SECONDARY	FAIR REPLACEMENT VALUE	ESTIMATED LOSS \$	ANTICIPATED INSURANCE \$	AMOUNT OF UNINSURED LOSS \$	PERCENT OF UNINSURED LOSS
									STRUCTURE				
									CONTENTS				
									STRUCTURE				
									CONTENTS				
									STRUCTURE				
									CONTENTS				
									STRUCTURE				
									CONTENTS				
									STRUCTURE				
									CONTENTS				
	TOTALS	SF _____ MF _____ MH _____	AFF _____ MIN _____ MAJ _____ DEST _____		L _____ M _____ H _____	Y _____ N _____	O _____ R _____	P _____ S _____	STRUCTURE	\$	\$	\$	\$
									CONTENTS				

Instructions for Site Assessment – Housing Losses

- (1) County where the damage is located
- (2) City if in the corporate limits
- (3) Note the type of incident
- (4) Identify the team members
- (5) Date(s) of the incident
- (6) Date(s) of the survey
- (7) Page number
- (8) Locally established reference number – 1, 2, 3... etc
- (9) Name of occupant, street address, phone number.
- (10) Type of Structure (SF – Single Family, MH – Mobile Home, MF – Multi-Family)
- (11) Damage Category – Destroyed, Major, Minor
- (12) Water Level in Structure (in feet)
- (13) Estimated income (High, Medium, Low)
- (14) Is structure occupied?
- (15) Own/Rent
- (16) Primary/Secondary Residence (If secondary structure is occupied; evaluate extent of damage and % of uninsured loss to the tenant" property and evaluate extent of damage and % of uninsured loss to the owner" property)
- (17) Fair Replacement Value (structure and contents)
- (18) Insurance coverage

ANNEX L

UTILITIES

**TYLER COUNTY AND CITIES
ADHERING TO THIS PLAN**

Jurisdiction

APPROVAL & IMPLEMENTATION

Annex L

UTILITIES

Signature, County Judge

Date

ANNEX L

UTILITIES

I. AUTHORITY

See Basic Plan, Section I.

16 TAC, Part 1, Chapter 7 (Gas Utilities), Subchapter B, Rule 7.45 (Quality of Service).

16 TAC, Part 2, Chapter 25 (Electric Service Providers), Subchapter C, Rules 25.52 (Reliability and Continuity of Service) and 25.53 (Emergency Operations Plan).

16 TAC, Part 2, Chapter 26 (Telecommunications Service Providers), Subchapter C, Rules 26.51 (Continuity of Service) and 26.52 (Emergency Operations).

II. PURPOSE

The purpose of this annex is to describe the organization, operational concepts, responsibilities, and procedures to prevent, protect from, respond to, and recover from temporary disruptions in utility services that threaten public health or safety in the local area.

This annex is not intended to deal with persistent shortages of water due to drought or with prolonged statewide or regional shortages of electricity or natural gas. Measures to deal with protracted water shortages are addressed in the drought plans that must be maintained by each public water supply utility. Resolving protracted water shortages normally requires long-term efforts to improve supplies. Measures to deal with widespread energy shortages are normally promulgated by state and federal regulatory agencies. Local governments may support utility efforts to deal with long-term water and energy supply problems by enacting and enforcing conservation measures and providing the public information pertinent to the local situation.

III. EXPLANATION OF TERMS

A. Acronyms

Co-Op	Cooperative
COOP	Continuity of Operations Plan
DD	Disaster District
DDC	Disaster District Committee
DSHS	Texas Department of State Health Services
EMC	Emergency Management Coordinator
GDEM	Governor's Division of Emergency Management
IC	Incident Commander
ICS	Incident Command System
ICP	Incident Command Post

MUD	Municipal Utility District
NIMS	National Incident Management System
NRP	National Response Plan
PUC	Public Utility Commission
RRC	Railroad Commission
SOC	State Operations Center
SOP	Standard Operating Procedures
TAC	Texas Administrative Code
TCEQ	Texas Commission of Environmental Quality

B. Definitions

Electric Cooperatives. Member- owned non-profit electric utilities.

IV. SITUATION & ASSUMPTIONS

A. Situation

1. As noted in the general situation statement and hazard summary in Section IV.A. and Figure 1 of the Basic Plan, our area is vulnerable to a number of hazards. These hazards could result in the disruption of electrical power, telephone service, and water and wastewater services as well as natural gas service.
2. The loss of utility services, particularly extended utility outages, could adversely affect the capability of local personnel to respond to and recover from the emergency situation that caused the disruption of utility service and create additional health and safety risks for the general public.
3. Public utilities are defined as those companies and organizations authorized to provide utility services, including electricity, water, sewer service, natural gas, and telecommunications, to the general public in a specified geographic area. Utilities may be owned and/or operated by a municipality, a municipal utility district (MUD), a regional utility authority, investors, or by a private non-profit organization such as a member cooperative (co-op).

The public utilities serving our community include:

- a) Electric:
- b) Water/Wastewater:
- c) Telephone:
- d) Natural Gas:

Additional information on these utilities is provided in Appendix 1 to this annex.

4. The state and/or federal government regulate most utility providers. State regulators include:

- a) The Public Utilities Commission (PUC) for telecommunications companies and most electrical utilities, other than municipal electric utilities.
 - b) The Texas Commission on Environmental Quality (TCEQ) for most water suppliers and wastewater utilities.
 - c) The Railroad Commission of Texas (RRC) for gas utilities.
5. Virtually all utilities are required by state regulations to have emergency operations plans for restoring disrupted service. Many utilities maintain emergency operations centers and those that do not normally have procedures to establish temporary facilities when they need them.
 6. Extended electrical outages can directly impact other utility systems, particularly water and wastewater systems. In areas where telephone service is provided by above-ground lines that share poles with electrical distribution lines, telecommunications providers may not be able to make repairs to the telephone system until electric utilities restore power lines to a safe condition.
 7. Municipal utilities and private non-profit utilities such as electric cooperatives, may be eligible for reimbursement of a portion of the costs for repair and restoration of damaged infrastructure in the event the emergency situation is approved for a Presidential disaster declaration that includes public assistance (PA).

B. Assumptions:

1. In the event of damage to or destruction of utility systems, utility operators will restore service to their customers as quickly as possible.
2. A major disaster or a disaster affecting a wide area may require extensive repairs and reconstruction of portions of utility systems that may take considerable time to complete.
3. Damage to electrical distribution systems and sewer and water systems may create secondary hazards such as increased risk of fire and public health hazards.
4. Each utility will direct and control its own resources and plan to carryout its own response operations, coordinating as necessary with local government and with other utilities.
5. Individual utility operators, particularly small companies, may not have sufficient physical or monetary resources to restore utility systems affected by a major disaster or one having widespread effects. Utilities typically obtain supplementary repair and restoration assistance from other utilities pursuant to mutual aid agreements and by using contractors hired by the utility.
6. Equipment and personnel from other city departments and agencies may be employed to assist a municipal utility in repairing its systems and restoring service to the public.

V. CONCEPT OF OPERATIONS

A. General

1. Incident activities for the utilities function will include work in an Incident Command System (ICS) environment with an Incident Commander (IC), maintaining communications with the IC and Emergency Operations Center (EOC), and implementing local and regional mutual aid agreements as required.
2. In the event of a loss of utility service for any reason, local government is expected to rapidly assess the possible impact on public health, safety, and property, and on private property, and take appropriate actions to prevent a critical situation from occurring or to minimize the impact in accordance with the Continuity of Operations Plan. Where utility service cannot be quickly restored, the County government will have to take timely action to protect people, property, and the environment from the effects of a loss of service.
3. Local governments are not expected to direct utility companies to repair utility problems. Utilities have a franchise that requires them to provide service to their customers and they have the ultimate responsibility for dealing with utility service outages. Virtually all utilities are required by state regulations to make all reasonable efforts to prevent interruptions of service and, if interruptions occur, to reestablish service in the shortest possible time. Utilities are required to inform state officials of significant service outages and expected to keep their customers and local officials informed of the extent of utility outages and, if possible, provide estimates of when service will be restored.
4. Local governments that own or operate utilities are responsible for restoring service to local customers and may commit both their utility and non-utility resources to accomplish that task.
5. For utilities that are not government-owned, local government is expected to coordinate with those utilities to facilitate their efforts to restore service to the local area.
6. The County should identify critical local facilities and establish general priorities for restoration of utility service. This list of priorities must be communicated to the utilities serving those facilities. Examples of critical facilities may include:
 - a) The SOC
 - b) Police, fire, and EMS stations
 - c) Hospitals
 - d) Water treatment and distribution facilities
 - e) Sewage pumping and treatment facilities
 - f) Buildings serving as public shelters or mass feeding facilities

g) Fueling facilities

Appendix 2, Utility Restoration Priorities for Critical Facilities, provides a sample of initial utility restoration priorities for critical facilities. These priorities are based on general Planning considerations; they should be reviewed and, if necessary, updated based on the needs of a specific situation.

7. Utility companies may not be able to restore service to all critical facilities in a timely manner, particularly if damage has been catastrophic and a substantial amount of equipment must be replaced or if repairs require specialized equipment or materials that are not readily available. In large-scale emergencies, utility companies may have to compete with individuals, businesses, industry, government, and other utility companies for manpower, equipment, and supplies.

B. Local Government Response to a Utility Outage

1. It is essential for County officials to obtain an initial estimate of the likely duration of a major utility outage from the utility as soon as possible for response actions to begin. Once that estimate is obtained, local officials should make a determination of the anticipated impact and determine the actions required to protect public health and safety and public and private property.
2. Extended utilities outages may require the County to take action to protect public health and safety and public and private property. Such actions may include:
 - a) Water or Sewer Outage
 - 1) Curtail general water service to residents to retain water in tanks for firefighting and for controlled distribution to local residents in containers.
 - 2) Arrange for supplies of emergency drinking water for the general public and for bulk water for those critical facilities that require it to continue operations.
 - 3) If sewer service is disrupted, arrange for portable toilets and hand washing facilities to meet sanitary needs.
 - b) Electrical or Natural Gas Outage
 - 1) Obtain emergency generators to power water pumping stations, water treatment facilities, sewage lift stations, sewage treatment facilities, fueling facilities, and other critical sites. See Appendix 3 to this annex.
 - 2) During period of cold weather, establish public shelters for residents who lack heat in their homes.
 - 3) During periods of extreme heat, establish "cooling sites" for residents who do not have air conditioning in their homes
 - 4) Request volunteer groups set-up mass feeding facilities for those without electrical or gas service and cannot prepare meals.
 - 5) Coordinate with ice distributors to ensure ice is available locally to help citizens preserve food and medicines.
 - 6) Arrange for fuel deliveries to keep emergency generators running at critical facilities.

c) Telecommunications Outage

- 1) Request telecommunications providers implement priority service restoration plans.
- 2) Activate amateur radio support.
- 3) Request external assistance in obtaining additional radios and repeaters or satellite telephones.

d) General

- 1) Isolate damaged portions of utility systems to restore service quickly to those areas where systems are substantially undamaged.
- 2) In cooperation with utilities, institute utility conservation measures. See Appendix 4 to this annex.
- 3) Disseminate emergency public information requesting conservation of utilities.
- 4) Assist in relocating patients of medical facilities, residential schools, and similar institutions that cannot maintain the required level of service for their clients.
- 5) Provide law enforcement personnel to control traffic at key intersections if traffic control devices are inoperative.
- 6) Consider staging fire equipment in areas without electrical or water service.
- 7) Consider increased security patrols in areas that have been evacuated due to lack of utility service.

3. See Appendix 1 to Annex M, Resource Management, for planning factors for emergency drinking water, ice, portable toilets, and food.

C. Facilitating Utility Response

1. Local officials may facilitate utility response by:

- a) Identifying utility outage areas reported to local government. Although many utility systems have equipment that reports system faults and customer service numbers for people to report problems, outage information reported to local government can also be helpful.
- b) Asking citizens to minimize use of utilities that have been degraded by emergency situations. See Appendix 4 for utility conservation measures.
- c) Identifying local facilities for priority restoration of utilities.
- d) Coordinating with the utility on priorities for clearing debris from roads which also provides access to damaged utility equipment.
- e) Providing access and traffic control in utility repair areas where appropriate.

2. Large-scale Emergency Situations.

In large-scale emergency situations which produce catastrophic damage in a limited area (such as a tornado) or severe damage over a wide area (such as an ice storm), utilities are typically faced with a massive repair and rebuilding effort that cannot be

completed in a reasonable time without external support. In such circumstances, utilities typically bring in equipment and crews from other utilities and from specialized contractors. In these situations, utilities may request assistance from the [County/City] in:

- a) Identifying lodging for repair crews – hotels, motels, school dormitories, camp cabins, and other facilities.
- b) Identifying restaurants to feed crews or caterers who can prepare crew meals.
- c) Identifying or providing a staging area or areas for utility equipment coming from other locations and providing security for such areas.
- d) Obtaining water for repair crews.
- e) Identifying operational sources of fuel in the local area.

D. Protecting Resources and Preserving Capabilities

In the event of a slowly developing emergency, it is possible that utilities may be able to mitigate some of the effects of a major emergency or disaster by protecting key facilities and equipment. The critical facilities/key resources within our community are identified in *Appendix 2*.

1. In the event of a flooding threat, facilities such as sewage or water-treatment constructing dikes, sandbagging, or using pumps to prevent water from entering the facility may protect facilities or electrical substations. In some cases, in an effort to preserve pumps, electrical control panels, and other vital equipment, it may also be prudent to remove that equipment from facilities to prevent damage due to rising water.
2. In the event of a hazardous materials spill in rivers or lakes used for water supplies, contamination of water distribution systems may be avoided by temporarily shutting down water intakes.
3. Loss of power could severely affect critical functions such as communications, water pumping, purification, and distribution; sewage disposal; traffic control; and operation of critical medical equipment. Critical facilities that require back-up electrical power should have appropriate generation equipment on site if possible. If this is not feasible, emergency generator requirements should be determined in advance to facilitate timely arrangements for such equipment during emergency situations. Appendix 3 provides forms to record information on existing backup generators and to identify requirements for additional emergency generators. The Utility Coordinator will provide such forms to facility operators to complete and maintain a file of completed forms for both existing generators and potential generator requirements.

E. Utility Support for Emergency Response Operations

The assistance of utility providers may be needed to support other emergency response and recovery operations. Such assistance may include:

1. Rendering downed or damaged electric lines safe to facilitate debris removal from roadways.
2. Cutting off utilities to facilitate the emergency response to fires, explosions, building collapses, and other emergency situations.
3. Facilitating search and rescue operations by cutting off electrical power, gas, and water to areas to be searched.
4. Establishing temporary utility hookups to facilitate response activities.

F. Utility Support for Disaster Recovery Operations

Utilities play a primary role in the recovery process and must coordinate closely with local government to:

1. Render electrical lines and gas distribution lines safe before local officials authorize re-entry of property owners into affected areas to salvage belongings and repair damage to their homes and businesses.
2. Participate in inspections of affected structures to identify hazards created by damaged utilities and eliminate those hazards.
3. Determine the extent of damage to publicly owned utility infrastructure and equipment.
4. Restore utility systems to their pre-disaster condition.

G. Public Information

1. It is essential to provide the public current information on utility status, the anticipated time to restore service, recommendations on dealing with the consequences of a utility outage, conservation measures, and information on sources of essential life support items such as water. Locally developed emergency public information relating to utility outages should be developed in coordination with the utilities concerned to ensure that messages are accurate and consistent.
2. In some emergency situations, many of the normal means of disseminating emergency public information may be unavailable and alternative methods of getting information out to the public may have to be used.
3. Utilities are complex systems and service may be restored on a patchwork basis as damaged components are repaired or replaced. Some neighborhoods may have utility service restored while adjacent neighborhoods are still without power or water. In some cases, one side of a street may have power and the opposite side may not. In these circumstances, the quality of life for local residents can often be significantly improved by using public information messages to encourage those who have working utilities to take in their neighbors who do not. This approach can also significantly reduce the number of people occupying public shelters and using mass feeding facilities.

H. Activities by Phases of Emergency Management:

1. Prevention

a) All utilities. Local officials should:

Have emergency management personnel familiar with the local hazard assessment review proposed utility construction or renovation activities to determine if existing hazards will be increased by such activities.

b) Utilities owned or operated by the County. Utility officials should:

- 1) Assess the vulnerability of existing municipal electrical, gas, water, and sewer systems to known hazards and take actions to avoid or lessen such vulnerabilities.
- 2) Maintain portable generators and pumps to meet unexpected needs and/or identify rental sources for such equipment that can respond rapidly during an emergency to avoid and/or reduce the effects of other incidents.

2. Preparedness

a) All utilities. Local officials should:

- 1) Contact local utilities to determine the type of damage assessment information that they can normally provide in an emergency. Provide utilities with names of key officials and contact information for those officials and the local SOC that utilities can use to provide information to local government during an emergency.
- 2) Reduce vulnerability of new utility infrastructure to known hazards through proper site selection and facility design.
- 3) Coordinate with the emergency management staff to develop plans to protect public utility facilities and equipment at risk from known hazards, and to maintain supplies and equipment to carry out such plans.
- 4) Develop plans to install emergency generators in key facilities and identify emergency generator requirements for facilities where it is not possible to permanently install backup generators. See Appendix 3 for further information.
- 5) Ensure the Utility Coordinator and the local SOC have emergency contact numbers for utilities serving the local area other than published customer service numbers.
- 6) Coordinate with the occupants of critical governmental and non-governmental facilities to establish a tentative utility restoration priority list for such facilities; see Appendix 2 for utility restoration priorities for critical facilities. Provide the restoration priority list to appropriate utilities.
- 7) Cooperate with social service agencies and volunteer groups to identify local residents with potential health or safety problems that could be immediately affected by utility outages and provide such information to utilities for action.
- 8) Request utilities brief local officials and members of the SOC staff on their emergency service restoration plans periodically.
- 9) Encourage utilities to participate in local emergency drills and exercises.
- 10) Train workers, especially supervisors, to be familiar with ICS incident site procedures.

- 11) Ensure mutual aid agreements are completed.
- c) Utilities owned or operated by the County, Utility officials should:
- 1) Train and exercise personnel in emergency response operations.
 - 2) Plan for adequate staffing during and after emergencies.
 - 3) Ensure emergency plans are kept up-to-date.
 - 4) Ensure emergency equipment is in good repair and secured against damage from likely hazards.
 - 5) Stockpile adequate repair supplies for likely emergency situations.
 - 6) Conclude utility mutual aid agreements and establish procedures for requesting assistance from other utilities.

3. Response

- a) All utilities. Local officials should:
- 1) Request that each utility that serves the local area which has suffered system damage regularly report its operational status, the number of customers affected by service outages, and areas affected.
 - 2) Provide expedient substitutes for inoperable utilities at critical facilities to the extent possible or relocate those facilities if necessary. Update utility restoration priorities for critical facilities as necessary.
 - 3) If an extended utility outage is anticipated, take those actions necessary to protect public health and safety and private and public property and implement utility conservation measures. See Section V.B and Appendix 4 to this annex.
 - 4) Facilitate utility emergency response to the extent possible. See Section V.C of this annex.
 - 5) Include utility status information in the Initial Emergency Report and period Situation Reports produced during major emergencies and disasters. See Annex N, Direction & Control.
- b) Utilities owned or operated by the County, Utility officials should:
- 1) For slowly developing emergency situations, take appropriate action to protect utility infrastructure from the likely effects of the situation. See Section V.D of this annex.
 - 2) Make emergency utility repairs as necessary. If a large number of utility customers or a wide area is affected, use the critical facility utility restoration priorities in Appendix 2 to this annex, as modified by the SOC, as a basis for initial actions.
 - 3) Request mutual aid assistance or contractor support if needed.
 - 4) If possible, provide trained utility crews to assist emergency services during emergency response operations.

4. Recovery

a) All Utilities. Local officials should:

- 1) Continue to request regular reports from each utility serving the local area concerning its operational status, the number of customers affected by service outages, and areas affected.
- 2) For major emergencies and disasters, obtain estimates of damages from municipal utilities or member-owned non-profit utilities for inclusion in local requests for disaster assistance. See Annex J, Recovery.
- 3) Update utility restoration priorities for critical facilities as appropriate. See Appendix 2 to this annex
- 4) Request utilities that participate in major emergency operations to participate in any local post-incident review of such operations.

b) Utilities owned or operated by the County, Utility officials should:

- 1) Provide regular updates to the SOC on utility damages incurred, the number of customers affected, and areas affected.
- 2) Participate in utility damage assessment surveys with state and federal emergency management personnel.
- 3) In coordination with the SOC staff, request mutual aid resources, contractor support, or state assistance, if necessary.

VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES
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A. Organization

1. The operations of utilities owned or operated by local government will be directed by those individuals who manage the utility on a daily basis, including:
 - a) [The Director of Utilities]
 - b) [The Supervisor of the Water & Wastewater Department]
 - c) [The Manager of Water & Power].

These individuals are expected to continue to manage the operations of those utilities during emergency situations.

2. Individuals designated by the owners or operators of utilities that are not owned or operated by local government will manage the operation of those utilities.
3. The County Judge shall appoint a Utility Coordinator to coordinate emergency preparedness activities with utilities, maintain this annex and related utility data that may be needed during emergency, and act as a liaison with utilities during emergency operations.

B. Assignment of Responsibilities

1. The County Judge will:

- a) Provide general direction for the local response to major utility outages that may affect public health and safety or threaten public or private property and, within the limits of legal authority, implement measures to conserve utilities.
- b) For city-owned or operated utilities, the Judge may provide general guidance and recommendations regarding the utility response to emergency situations in the local area through the Utility Coordinator or, where appropriate, through individual utility managers.

2. The Utility Coordinator will:

- a) Coordinate with utilities to obtain utility emergency point of contact information and provide emergency contact information for key local officials and the SOC to utilities.
- b) Maintain information on the utilities serving the local area, including maps of service areas. See Appendix 1
- c) Maintain the Utility Restoration Priorities for Critical Facilities (Appendix 2). In coordination with the EMC, update utility restoration priorities for critical facilities in the aftermath of an emergency situation if required.
- d) Maintain information on existing emergency generators and potential generator requirements. See Appendix 3.
- e) Coordinate regularly with utilities during an emergency situation to determine utility status, customers and areas affected, and what response, repair, and restoration actions are being undertaken, and provide information to the EMC.
- f) Advise the EMC what actions should be taken to obtain services for those without utilities or to relocate those where services cannot be restored where it appears outages will be long-term.
- g) Coordinate with the EMC and respond to requests from utilities for assistance in facilitating their repair and reconstruction activities (see Section V.C of this annex) or coordinating their efforts with other emergency responders.
- h) Ensure current information on utility assets is provided for inclusion in Annex M, Resource Management.
- i) Request resource assistance from utilities during emergencies when requested by the Resource Management staff.
- j) Develop and maintain this annex.

3. The Emergency Management Coordinator (EMC) will:
 - a) Provide guidance to the Utility Coordinator on handling utility issues and obtaining utility status reports.
 - b) Assign utility-related problems to the Utility Coordinator for resolution.
4. Utility Managers are expected to:
 - a) Ensure utility emergency plans comply with state regulations and are up-to-date.
 - b) Respond in a timely manner during emergency situations to restore utility service. Advise designated local officials or the Utility Coordinator in the SOC of utility status, number of customers affected, and areas affected so that local government may take action to assist residents that may be adversely affected by utility outages.
 - c) Train and equip utility personnel to conduct emergency operations.
 - d) Have utility personnel participate in periodic local emergency exercises to determine the adequacy of plans, training, equipment, and coordination procedures.
 - e) Maintain adequate stocks of needed emergency supplies and identify sources of timely resupply of such supplies during an emergency.
 - f) Develop mutual aid agreements to obtain external response and recovery assistance and identify contractors that could assist in restoration of utilities for major disasters.
 - g) Ensure utility maps, blueprints, engineering records, and other materials needed to conduct emergency operations are available during emergencies.
 - h) Obtain utility restoration priorities for critical local facilities from the Utility Coordinator for consideration in utility response and recovery planning.
 - i) Take appropriate measures to protect and preserve utility equipment, personnel, and infrastructure, including increasing security when there is a threat of terrorism directed against utility facilities.
5. City owned or operated utilities will, in addition:
 - a) Identify and train personnel to assist in damage assessment for public facilities.
 - b) Where possible, provide personnel with required technical skills to assist in restoring operational capabilities of other government departments and agencies and in search and rescue activities.
 - c) When requested, provide heavy equipment support for emergency response and recovery activities of local government.

- d) Draft regulations or guidelines for the conservation of power, natural gas, or water during emergency situations. If local officials approve such rules or guidelines, assist the Public Information Officer in communicating them to the public.
 - e) Maintain records of expenses for personnel, equipment, and supplies incurred in restoring public utilities damaged or destroyed in a major emergency or disaster as a basis for requesting state or federal financial assistance, if such assistance is authorized.
6. The Incident Commander will coordinate utility-related response issues through the Utility Coordinator if the SOC has been activated, or through the EMC or directly with the utility or utilities affected if that facility has not been activated. The Incident Commander may assign missions to utility crews that have been committed to an incident.
7. The Public Information Officer will:
- Coordinate with the Utility Coordinator and utilities to provide timely, accurate, and consistent information to the public regarding utility outages, including communicating:
- a) Protective measures, such as boil water orders.
 - b) Conservation guidance, such as that provided in Appendix 4.
 - c) Instructions, including where to obtain water, ice, and other essentials.
8. The Public Works Department, and Road & Bridge Department will:
- Upon request, provide heavy equipment and personnel support for restoration of government-owned or operated utilities.

VII. DIRECTION & CONTROL

- A. The County Judge will provide general direction for the local response to major utility outages that may affect public health and safety or threaten public or private property and may, within the limits of legal authority, direct implementation of local measures to conserve utilities.
- B. The Incident Commander (IC), to protect lives and property, can make operational decisions affecting all incident activities and workers at the incident site. The Incident Commander normally may assign missions to utility crews from government-owned or operated utilities that utility managers have committed to an incident or request other utilities to perform specific tasks to facilitate the emergency response.
- C. The Utility Coordinator will monitor utility response and recovery operations, receive situation reports from utilities and disseminate these to local officials and the SOC, identify

local utility restoration priorities to utility providers, coordinate utility support for the Incident Command Post, facilitate local government support for utility response and recovery efforts, request resource support from utilities, and perform other tasks necessary to coordinate the response and recovery efforts of utilities and local government.

- D. Utility managers will normally direct the emergency response and recovery activities of their organizations. Utility crews will generally be directed by their normal supervisors.
- E. Utility crews responding from other areas pursuant to a utility mutual aid agreement and contractors hired by utilities to undertake repairs will normally receive their work assignments from the utility which summoned or hired them. Organized crews will normally work under the immediate control of their own supervisors.
- F. The line of succession for the Utility Coordinator is:
 - 1. Ass't Utility Coordinator
 - 2. Ass't Emergency Management Coordinator
 - 3. Logistics Officer

VIII. READINESS LEVELS

A. Readiness Level IV – Normal Conditions

See the mitigation and preparedness activities in section V.H. of this annex.

B. Readiness Level III – Increased Readiness

- 1. Government-owned or operated utilities:
 - a) Inform key utility staff members of the potential for an emergency.
 - b) Review emergency plans and procedures.
 - c) Check equipment status and correct deficiencies.
 - d) Review supply status and fill shortfalls.
 - e) Monitor the situation.
 - f) Ensure recall rosters are up-to-date.
- 2. For other utilities, the Utility Coordinator should:
 - a) Ensure utility managers are aware of the possible impending threat.
 - b) Check emergency contact information for each utility and ensure that each utility manager knows how to contact the local Utility Coordinator and the SOC.

- c) Ensure each utility has a copy of the current Utility Restoration Priorities for Critical Facilities and a list of any known special utility service needs.
- d) Request utilities keep the Utility Coordinator informed of any plans, protective actions, or preparedness activities that may affect the local area.

C. Readiness Level II – High Readiness

1. Government-owned or operated utilities:
 - a) Monitor the situation.
 - b) Increase short-term readiness of equipment if possible.
 - c) Alert utility response personnel for possible emergency duty.
 - d) Review mutual aid plans and advise mutual aid resources of possible emergency operations.
 - e) Review contractor and supplier lists and alert contractors and suppliers of possible emergency operations.
 - f) Identify personnel to the staff the Incident Command Post (ICP) and SOC.
2. For other utilities, the Utility Coordinator should:
 - a) Advise utilities them of the impending emergency.
 - b) Update them on the status of local preparedness actions.
 - c) Request utilities keep the Utility Coordinator informed of any plans, protective actions, or preparedness activities that may affect the local area.
 - d) Notify them if the SOC is activated.

D. Readiness Level I – Maximum Readiness

1. Government-owned or operated utilities:
 - a) Continue to monitor and review the impending situation.
 - b) Activate utility emergency control center, as appropriate, and, upon request, provide utility representation to the SOC if it is activated.
 - c) Place utility emergency response crews in alert status and off-duty personnel on standby.
 - d) Implement planned protective measures for utility infrastructure and equipment.
 - e) Test utility communications systems.

- f) Consider precautionary deployment of emergency response crews.
2. For other utilities, the Utility Coordinator should:
- a) Advise utilities of the impending situation and planned local response actions.
 - b) Advise utilities when the SOC or an Incident Command Post is activated.
 - c) Update point of contact information if necessary
 - d) Conduct communications checks.
 - e) If the primary impact of the impending hazard is likely to be on utilities, invite appropriate utilities to send a liaison officer to the local SOC.

IX. ADMINISTRATION & SUPPORT

A. Resource Support and Readiness

1. In general, utilities are responsible for obtaining and employing the resources needed to make repairs to or reconstruct their systems.
 - a) Local governments may commit their non-utility resources to assist the utilities they own or operate in responding to emergency situations. Local governments may also utilize their utility resources in responding to non-utility emergencies unless local statutes preclude this.
 - b) In general, local governments may not use public resources to perform work for privately owned companies, including utility companies. Privately owned utility companies are expected to use their own resources and additional resources obtained through mutual aid. They may also contract services in response to emergency situations. Most electric and telecommunications utilities are party to mutual aid agreements that allow them to request assistance from similar types of utilities within the region, within the State, or from other states. Some water and gas companies may also be party to mutual aid agreements. Many privately owned utility companies have contingency contracts with private contractors for repair and reconstruction.
 - c) Although local government may not use its resources to perform repair work for privately owned utilities, it may take certain actions to facilitate the response of utilities, whether public or private, to an emergency situation. Some of these actions are outlined in Section V.C of this annex.
2. In the event of a utility outage, the [County/City] is expected to use its own resources and those that it can obtain pursuant to mutual aid agreements or by contracting with commercial suppliers to protect public health and safety as well as public and private property. In the event that these resources are insufficient to deal with the situation, the

County may request state resource assistance through the Disaster District Committee (DDC) Chairman in Beaumont, Texas. Requests for state assistance should be made or authorized by the County Judge, cities must first seek assistance from their County before requesting state assistance.

B. Coordination

During emergency situations involving utility outages, the EMC is expected to maintain communications with utilities by any means possible. When the County EOC is operational, that facility will act as the focal point for communications between the County and utilities. The utilities communication network is depicted in Appendix 5.

C. Critical Facilities List

The Utility Coordinator will ensure all utilities that serve the County are provided copies of the restoration priorities for local critical facilities. See Appendix 2, Utility Restoration Priorities for Critical Facilities.

D. Reporting

1. During major emergencies, the Utilities Coordinator should coordinate with utilities serving the local area to obtain information on their operational status, the number of customers and areas affected, and the estimated time for restoration of service. If possible, a schedule of periodic reporting should be established.
2. The Utilities Coordinator should provide utility status information to the SOC staff and provide utility status inputs for the Initial Emergency Report and periodic Situation Reports prepared during major emergencies and disasters. See Appendices 2 and 3 to Annex N, Direction & Control, for information regarding these reports.

E. Records

1. Certain expenses incurred in carrying out emergency response and recovery operations for certain hazards may be recoverable from the responsible party or, in the event of a Presidential disaster declaration, partially reimbursed by the federal government. Therefore, all government-owned or operated utilities should keep records of labor, materials, and equipment used and goods and services contracted for during large-scale emergency operations to provide a basis for possible reimbursement, future program planning, and settlement of claims.
2. Municipal utility districts and electric cooperatives are also eligible for federal assistance in a Presidential declared disaster. Estimates of damage to these utilities should be included in damage reports submitted by the [County/City] to support a request for federal assistance. Hence, such utilities should be advised to maintain records of repair expenses as indicated in the previous paragraph in order to provide a basis for possible reimbursement of a portion of those expenses.

F. Post-Incident Review

Our Basic Plan provides that a post-incident review be conducted in the aftermath of a significant emergency event. The purpose of this review is to identify needed improvements

in plans, procedures, facilities, and equipment. Utility managers and other key personnel who participate in major emergency operations should also participate in the post-incident review.

X. ANNEX DEVELOPMENT & MAINTENANCE

- A. The Utility Coordinator and EMC are responsible for developing and maintaining this annex with the support from individuals and organizations specified in Section VI.B.
- B. This annex will be reviewed annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.
- C. Departments and agencies tasked in this annex will develop SOPs that address assigned tasks.

XI. REFERENCES

- A. Annex L, Energy & Utilities, to the *State of Texas Emergency Management Plan*.
- B. FEMA, Guide for All-Hazard Emergency Operations Planning (SLG-101)
- C. GDEM, Disaster Recovery Texas Manual (DEM-62)

APPENDICES:

Appendix 1 Local Utility Information
 Appendix 2 Utility Restoration Priorities for Critical Facilities
 Appendix 3..... Emergency Generator Forms
 Appendix 4..... Utility Conservation Measures
 Appendix 5..... Utility Communications Network

LOCAL UTILITY INFORMATION

UTILITY COMPANIES IN TYLER COUNTY INFORMATION**ELECTRIC SYSTEMS****Sam Houston Electric**

Number of meters: 58,000
Contact Person: R J Enard
Phone: 936-328-1230
 936-329-3855 (cell)
 936-328-1321 (home)
Email: rienard@samhouston.net
Service Area: Most of rural Tyler County
 Ivanhoe, Hillister, Spurger, Dam B, N of Colmesneil

Facilities: 5 Substations - Hillister, Spurger, Beech Creek, Deer
 Fork Creek
 Branch Office at 1427 Hwy 287 N

Entergy Electric Company

Number of Meters: 7000
Contact Person: Mic Cowart
Phone: 409-656-2574
Service Area, Hillister, Spurger, Dam B, Colmesneil, Woodville, Chester,
 Wildwood, Village Mills.
Facilities: Office in Woodville, required transmission and distribution
 Equipment, and 2 substations

WATER/GAS/SEWAGE, SYSTEMS**City of Woodville**

Water Customers		1,214
Gas Customers		938
Sewer Customers		1031
Waste Water Treatment Plant	1	
Water Treatment Plants	3	

Contact Person: Charles Comte

Phone: 283-2172 SO Dispatch Center Fax # 283-8412

Service Area: Within City Limits

Outside C/L - North almost to Doucette

**South to Forse Estate, West to Country Club, East to Robert Allison's House
287 to SHECO**

City of Chester

Water Customers: 500 meters, 486 Active

Gas: Customers: 365 meters, 265 Active

Water Treatment Plant, 1; Gas Substation, 1

Contact Person: Dale Clamon 936-969-2541 (h), 936-635-0577 (cell)

2nd Contact: Tom Neal 936-969-2116 (h), 936-215-9025 (cell)

City of Colmesneil

Water Customers: 495

Sewer Customers: 210

Sewer Treatment: The Lagoon and 2 Lift Stations

Water: 5 wells, 2 with Treatment Plants, 1 with Booster

Service Area: Within City Limits;

Outside C/L

S to CR 2775, N Approximately 5 miles - almost to Lover's Lookout,

E to West Side of Lake Tejas, W Approximately 5 miles

FM 1632 to Dies Community, FM 256 W 5 miles

FM 255 approximately 2 miles, FM 1745 approximately 3 miles

Contact Person: Keith Barnes - Phone: 283-2172 SO Dispatch Center

Cypress Creek Water System

Number of Customers 238 on well located 256S

Service Area; CR 2100, CR 256 South

Water: 2 Wells, 1 CR 256 S., 1-CR 2100

Contact Person: Elmer May 409-283-5472;-(w) 409-429-6505 (c)

Tyler County Water Systems

Hillister System:

Water Customers: 245

Facilities: 1 Well, 1 ground storage tank, 1 pressure supply, 1 chlorinator

Spurger System:

Water Customers: 475

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

Dam-B:

Water Customers 664

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

Hwy 190

Water Customers: 10

Facilities: Booster System, 1 ground storage, 1 pressure supply, 1 chlorinator

Dies:

Water Customers: 68

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

Rockland:

Water Customers: 440

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

Fred:

Water Customers: 491

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

Doucette Water System

Water Customers: 142

Facilities: 1 well, 1 ground storage, 1 pressure supply, 1 chlorinator

**Service Area: The service area for the Tyler County Water System and all it's listed
Sub-systems listed above is as follows:**

**Serves CR 2765, CR 3030, CR 2770, CR 3035, CR 3050, CR 3060, CR 3065, CR 3005, CR
3070, CR 3055, CR 3051 CR 3053, CR 3100, Hwy 69 N & S of Doucette, CR 2776, CR
2775, FM 1632 & PR 7105**

Lakeside Supply Co.

Lakeside Water Supply #1

Number of Customers: 40

Facilities: 1 1500 Gallon Pressure Tank, 1 900 Gallon Pressure Tank

Service area: CR 3215 & CR 3218

Lakeside Supply #2

Number of Customers: 31

Facilities: 1 980 Gallon Pressure Tank, 1 900 Gallon Pressure Tank

Service area: CR 3190

Lakeside Supply #3

Number of Customers: 32

Facilities 1 Well, 1 3000 Gallon Pressure Tank

Service Area CR 3180

Lakeside Supply #4

Number of Customers: 33

Facilities 1 Well, 1 1500 Gallon Pressure Tank, 1 900 Gallon Pressure Tank

Service Area CR 3170

Lakeside Supply #5

Number of Customers: 37

Facilities 1 Well, 1 1500 Gallon Pressure Tank, 1 900 Gallon Pressure Tank

LOCAL UTILITY SERVICE AREA MAP(S)

NEW MAPS PENDING

UTILITY RESTORATION PRIORITIES FOR CRITICAL FACILITIES

Utility Service Restoration Priorities: 1 = Highest, 5 = Lowest

Emer. Gen: Yes = Emergency Generator on site.

Ltd = Generator available, but powers only a limited portion of the facility

Facility Name & Address	Emer. Gen.	Elec	Phone	Water	WW	Gas
Govt. Direction & Control						
County EOC, 201 Veterans Way	Yes	5	1	1	1	1
Emergency Response						
City PD 113 N, Charlton	Ltd	2	2	1	2	2
County SO, 702 N Magnolia	Ltd.	1	1	1	1	1
Public works Shop Beaver St	Ltd	1	3	3	3	5
Vol Fire Depts.						
Chester VFD, Camden Rd. Chester	Yes.	5	3	1	5	5
Colmesneil VFD 204 Elder St., Colmesneil	No	1	3	1	5	5
Dam B VFD, 1343 FM 92, Woodville	No.	1	3	1	-	-
Fred VFD, 20707 FM 92, Fred	No	1	3	1	-	-
Ivanhoe VFD, 611 Friar Tuck, Woodville	No	1	3	1	-	-
Spurger VFD, 111 CR 4433, Spurger	No	1	3	1	-	-
White Tail Ridge VFD, 2204 CR 2200 Woodville	No.	1	3	1	-	-
Wildwood VFD, 404 W Wildwood Dr., Village Mills	No.	1	3	1	-	-
Woodville VFD	Ltd.	1	3	1	-	-

Utilities						
Woodville Water Well, Simons Street	Yes	5	-	5	-	-
Woodville Water Well Carlo Rd.	Yes	5	-	5	-	-
Woodville Water Well, Gib Lewis Prison	Yes	5	-	5	-	-
Woodville Water Treatment Plant, Veterans Way	Yes	5	-	5	-	-
City of Chester , Water Well Camden Rd.	Yes	5	-	1	-	-
City of Colmesneil Water Well 1 , 204 Elder St., Colmesneil	Yes	5	-	1	-	-
Colmesneil Well 2	Yes	5	-	1	-	-
Colmesneil Well 3	No	1	-	1	3	-
Medical Facilities						
Tyler County Hospital	Yes	5	1	1	1	1
Telecommunications						
Sheriff's Dept. 702 N Magnolia	Ltd	1	1	1	1	1
Tyler County Courthouse	No	1	1	1	1	-

EMERGENCY GENERATOR FORMS

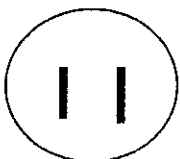
1. The emergency generator forms which follow are provided to facilitate pre-planning for emergency generator requirements, either to obtain a generator which does not have one or replace an existing generator which has failed.

The Emergency Generator Information – Existing Installation forms should be used to record information on existing emergency generators in case they must be replaced.

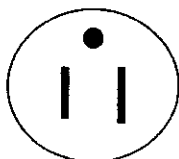
The Emergency Generator Information – Additional Equipment forms should be used to identify requirements for additional emergency generators for critical facilities that do not currently have such generators.

2. Forms should be completed by the owner or operator of the facility that has or may need a generator, and a copy provided to the local EMC. A separate form should be completed for each existing generator or additional generator that is required. The local Utility Coordinator will maintain completed forms for use during emergencies. It is suggested that individuals completing these forms retain a copy for their own records.
3. In completing these forms, keep the following in mind:
 - A. If in doubt about what type of capability is needed, consult a qualified electrician.
 - B. Generators are often quite heavy and should be emplaced on a firm, level site, and preferably a paved area.
 - C. A forklift is normally used to emplace a skid-mounted generator. The forklift operator must have adequate room to maneuver.
 - D. In considering emergency generator sites, remember that generators are often noisy and produce exhaust fumes that may be sucked into nearby ventilation intakes. Vehicle access will be needed to refuel.

EMERGENCY GENERATOR INFORMATION (Existing Installation)	
1	Facility Name:
2	Facility Address:
3	Facility Type: <input type="checkbox"/> EOC <input type="checkbox"/> Communications Ctr <input type="checkbox"/> Medical Facility <input type="checkbox"/> Fuel Facility <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Fire/Rescue Facility <input type="checkbox"/> EMS Facility <input type="checkbox"/> Water Pumping /Treatment <input type="checkbox"/> Wastewater Pumping/Treatment <input type="checkbox"/> Other (specify)
4	Facility Point of Contact: Phone:
5	If more than one generator exists, provide generator number or location within facility:
6	Electrical Requirements; Kilowatts: Volts: Amperes: Phase: <input type="checkbox"/> Single <input type="checkbox"/> 3-Phase Wye <input type="checkbox"/> 3-Phase Delta <input type="checkbox"/> Other:
7	Fuel: <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Propane <input type="checkbox"/> Other:
8	Fuel Tank Size: Gallons: Pounds:
9	Fuel Tank Type: <input type="checkbox"/> Attached to generator <input type="checkbox"/> Separate tank
10	Generator Weight: <input type="checkbox"/> Pounds: Tons:
11	Starting: <input type="checkbox"/> Automatic <input type="checkbox"/> Manual/Recoil <input type="checkbox"/> Other:
12	Generator Support: <input type="checkbox"/> Pad/Permanent Installation <input type="checkbox"/> Skid <input type="checkbox"/> Trailer
13	Generator in Weather Housing: <input type="checkbox"/> Yes <input type="checkbox"/> No
14	Electrician On-site or Available: <input type="checkbox"/> Yes <input type="checkbox"/> No
15	Is Generator Hard Wired to Electrical System? <input type="checkbox"/> Yes <input type="checkbox"/> No
16	Generator Receptacles Required (indicate numbers and types; see illustrations below):
17	Other Pertinent Information:



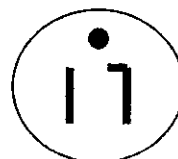
15A-125V
NEMA 1-15R



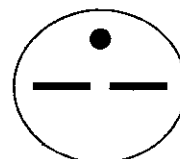
15A-125V
NEMA 5-15R



20A-125V
NEMA 5-20R



30A-125V
NEMA 5-30R



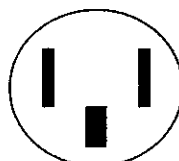
30A-250V
NEMA 6-30R



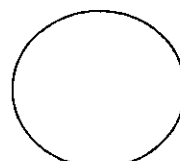
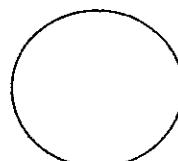
30A-125/250V
NEMA 5-30R



50A-125/250V
NEMA 10-50R

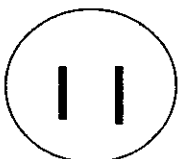


50A-250V
NEMA 6-50R

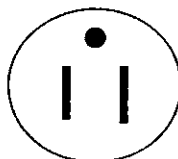


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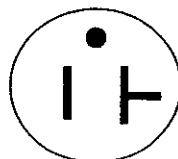
EMERGENCY GENERATOR INFORMATION (Additional Equipment)	
1	Facility Name:
2	Facility Address:
3	Facility Type: <input type="checkbox"/> EOC <input type="checkbox"/> Communications Ctr <input type="checkbox"/> Medical Facility <input type="checkbox"/> Fuel Facility <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Fire/Rescue Facility <input type="checkbox"/> EMS Facility <input type="checkbox"/> Water Pumping /Treatment <input type="checkbox"/> Wastewater Pumping/Treatment <input type="checkbox"/> Other (specify)
4	Facility Point of Contact: Phone:
5	Electrical Requirements: Kilowatts: _____ Volts: _____ Amperes: _____ Phase: <input type="checkbox"/> Single <input type="checkbox"/> 3-Phase Wye <input type="checkbox"/> 3-Phase Delta <input type="checkbox"/> Other:
6	Fuel Available: <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Propane <input type="checkbox"/> Other:
7	Site Access: Site accessible for emplacing trailer-mounted unit? <input type="checkbox"/> Yes <input type="checkbox"/> No Site accessible for unloading/positioning skid-mounted unit? <input type="checkbox"/> Yes <input type="checkbox"/> No
14	Electrician On-site or Available: <input type="checkbox"/> Yes <input type="checkbox"/> No
16	Generator Receptacles Needed (indicate numbers and types; see illustrations below):
17	Other Pertinent Information:



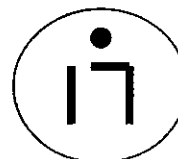
15A-125V
NEMA 1-15R



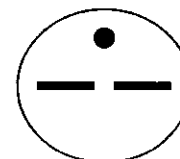
15A-125V
NEMA 5-15R



20A-125V
NEMA 5-20R



30A-125V
NEMA 5-30R



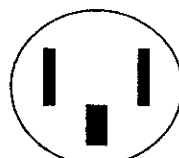
30A-250V
NEMA 6-30R



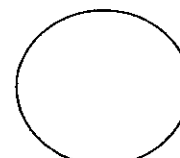
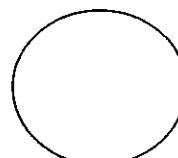
30A-125/250V
NEMA 5-30R



50A-125/250V
NEMA 10-50R



50A-250V
NEMA 6-50R



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draw what you need here.

UTILITY CONSERVATION MEASURES

The utility conservation measures outlined in this appendix are suggested measures. The specific measures to be implemented should be agreed upon by local government and the utilities concerned.

1. Conservation Measures for Natural Gas

A. Step 1. Discontinue:

- 1) Use of gas-fueled air conditioning systems except where necessary to maintain the operation of critical equipment.
- 2) All residential uses of natural gas, except refrigeration, cooking, heating, and heating water.
- 3) Use of gas-fueled clothes dryers.

B. Step 2. Reduce:

- 1) Thermostat settings for gas-heated buildings to 65 degrees during the day and 50 degrees at night.
- 2) Use of hot water from gas-fueled water heaters.

2. Conservation Measures for Electric Power

A. Step 1. Discontinue:

- 1) All advertising, decorative, or display lighting.
- 2) Use of electric air conditioning systems except where necessary to maintain the operation of critical equipment.
- 3) Use of electric ovens and electric clothes dryers.
- 4) Use of all residential electric appliances, except those needed to store or cook food and televisions and radios.

B. Step 2. Reduce:

- 1) Reduce thermostat setting for electrically heated buildings to a maximum of 65 degrees during the day and 50 degrees at night.
- 2) Minimize use of hot water in buildings that use electric water heaters.
- 3) Reduce both public and private outdoor lighting.
- 4) Reduce lighting by 50 percent in homes, commercial establishments, and public buildings.

C. Step 3. Cut off electricity to:

- 1) Non-essential public facilities.
- 2) Recreational facilities and places of amusement such as theaters.

D. Step 4. Cut off electricity to:

- 1) Retail stores, offices, businesses, and warehouses, except those that distribute food, fuel, water, ice, pharmaceuticals, and medical supplies.
- 2) Industrial facilities that manufacture, process, or store goods other than food, ice, fuel, pharmaceuticals, or medical supplies or are determined to be essential to the response and recovery process.
- 3) Office buildings except those that house agencies or organizations providing essential services.

3. Water Conservation Measures

A. Step 1.

- 1) Restrict or prohibit outdoor watering and washing of cars.
- 2) Close car washes.

B. Step 2

- 1) Restrict or curtail water service to large industrial users, except those that provide essential goods and services.
- 2) Restrict or prohibit use of public water supplies for irrigation and filling of swimming pools.
- 3) Place limits on residential water use.

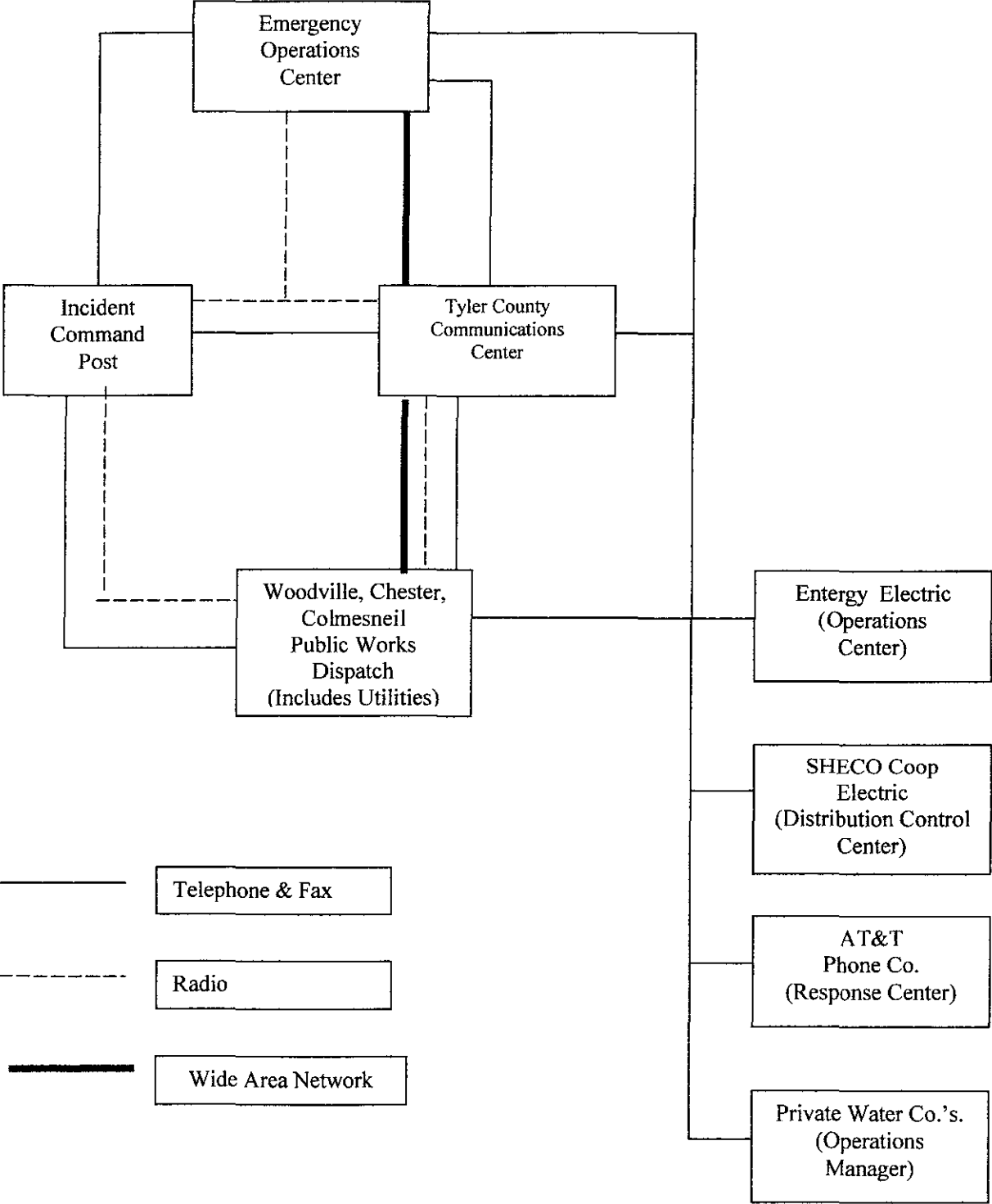
C. Step 3

- 1) Restrict or cut off water service to industrial facilities not previously addressed, except those that provide essential goods and services.
- 2) Restrict or cut off water service to offices and commercial establishments, except those that provide essential goods and services.

D. Step 4

- 1) Restrict or curtail residential water use.

UTILITY COMMUNICATIONS DIAGRAM



ANNEX O

HUMAN SERVICES

TYLER COUNTY AND CITIES ADHERING TO THIS PLAN

(Jurisdiction)

APPROVAL AND IMPLEMENTATION

Annex O

Human Services

Signature, Human Services Officer

Date

Signature, County Judge

Date

Signature, EMC

Date

RECORD OF CHANGES

Annex O

Human Services

Change #	Date of Change	Entered By	Date Entered

ANNEX O

HUMAN SERVICES

I. AUTHORITY

See Basic Plan, Section I

II. PURPOSE

The purpose of this annex is to make provisions for providing human services support to people who require food, clothing, mental health services, and victim's compensation in the aftermath of an emergency. The services described in this annex may be needed in the aftermath of incidents of limited scale as well as major emergencies and disasters.

III. EXPLANATION OF TERMS

A. Acronyms

ARC	American Red Cross
CCP	Crisis Counseling/Crisis Counseling Program
CISM	Critical Incident Stress Management
CVC	Crime Victim's Compensation
DDC	Disaster District Committee
DPS	Texas Department of Public Safety
DRC	Disaster Recovery Center
EMS	Emergency Medical Services
EOC	Emergency Operations or Operating Center
FEMA	Federal Emergency Management Agency
OAG	Office of the Attorney General
SCC	State Crisis Consortium
SOP	Standard Operating Procedure
TDH	Texas Department of Health
TSA	The Salvation Army
TXMHMR	Texas Department of Mental Health & Mental Retardation

B. Definitions

1. Crime Victim's Compensation. A state program that provides monetary assistance victims of crime. Assistance may include paying for hospital care, traditional counseling, burial, and/or other appropriate expenses that are incurred as a result of a

crime. The Crime Victim's Compensation Division of the Office of the Attorney General (OAG) coordinates this program.

2. Crisis Counseling. A

3. Crisis Counseling Program. The programs utilize traditional and non-traditional mental health practices with the disaster-impacted area. Department of Aging and Disabilities Services (DADS) coordinates these programs through the local mental health authority. DADS facilitates mental retardation services and state school programs, community care, nursing facilities, and long-term care regulatory services, and aging services, and aging services and programs. For more information, please visit the DADS website: www.dads.state.tx.us.

4. Critical Incident Stress Management. CISM is a comprehensive, integrated, and multi-component crisis intervention system for the reduction and control of the harmful effects of stress. This process is primarily intended and usually designed for first responders such as law enforcement, fire, and EMS personnel. CISM is normally conducted by peers with guidance and oversight by mental health professionals. TDH is responsible for coordination of the Texas CISM Network.

5. Disaster Mental Health Services. Disaster mental health services include crisis counseling, CISM, and victim's services. This includes assessing short and long-term mental health needs, assessing the need for additional mental health services, tracking on-going support needs, providing disaster mental health training programs, and identifying disaster worker stress issues and needs. It is the responsibility of TXMHMR to coordinate this assessment for state and/or federal emergencies.

6. Disaster Recovery Center. A location established in a disaster centralized area within or near the disaster area at which individuals, families, and/or businesses apply for disaster aid. In general, a DRC is established after a major disaster or state of emergency declaration by the President.

7. Special Needs Individuals/Groups. Includes the elderly, medically fragile, mentally and/or physically challenged or handicapped, individuals with mental illness, and the developmentally delayed. These individuals may need specially trained health care providers to care for them, special facilities equipped to care for their needs, and specialized vehicles and equipment for transport in order to meet their daily needs and maintain their health and safety during emergency situations.

8. Texas CISM Network. The Texas CISM Network was established to assist emergency service personnel who have experienced a critical incident. These team are composed of peers, clergy, and mental health professionals, all of whom are volunteers. Teams are available on a 24-hour basis and individual teams respond on the basis of availability. More information on the Texas CISM Network and a list of the CISM Teams is available at www.dshs.state.tx.us/hcqs/ems/epcism.htm.

9. State Crisis Consortium. The State Crisis Consortium (SCC) is a multi-agency state organization that is designed to ensure that all mental health resources are coordinated

in an appropriate manner. For more information on SCC's relationship with the human services function, see paragraph V.B.1.c in this annex.

IV. SITUATION & ASSUMPTIONS

A. Situation

1. As outlined in section IV.A and Figure 1 in the Basic Plan, our area is vulnerable to a number of hazards. These hazards could result in the evacuation, destruction of or damage to homes and businesses, loss of personal property, disruption of food distribution and utility services, and other situations that adversely affect the daily life of our citizens.
2. In the aftermath of emergency situations, victims may need assistance in obtaining food, clothing, mental health services, and other essential life support needs as well as cleaning up and making temporary repairs to their homes.
3. Emergency responders, victims, and others who were affected by the emergency may experience stress, anxiety, and other physical and psychological effects that adversely impinge on their daily lives.

B. Assumptions

1. Disaster victims evacuated from their homes and housed in temporary shelters, those that remain in their homes under adverse conditions, and emergency responders may need human services support in the aftermath of a disaster.
2. In the aftermath of an emergency situation, victims and emergency responders who would not normally be clients of local and state human service agencies may require some form of human services assistance, including food, clothing, and disaster mental health services. Hence, abnormal demands may be placed upon the delivery of human services, including disaster mental health services, emergency assistance, and the care of special needs groups. As a consequence, the clientele of both local and state human service organizations may increase.
3. In some cases, disaster mental health services may be needed during response operations.
4. The American Red Cross, The Salvation Army, and other nationally organized volunteer groups active in disaster will provide assistance to disaster victims.
5. Local professional and volunteer organizations and charitable groups, including religious groups, that normally respond to emergency situations will do so, if requested.
6. State assistance will be available to supplement local human services resources.

V. CONCEPT OF OPERATIONS

A. General

1. We have the general responsibility for ensuring the welfare of our citizens and will develop a capability to provide appropriate human services during emergency situations.
2. A Human Services Officer will be appointed to coordinate with local human services organizations and organized volunteer disaster assistance organizations to ensure basic human services are provided in the aftermath of an emergency.
3. We shall establish working relationships with and will call on the American Red Cross, The Salvation Army, other organized volunteer disaster assistance organizations, and church and civic groups to provide support for disaster victims.
4. Some emergency situations will not require implementation of large-scale mass care operations, but instead generate a need for a limited amount of emergency food and clothing. For these situations, our Human Services Officer will coordinate with the county staff, volunteer organizations, and church groups to identify sources for this assistance.
5. Like other disaster victims, special needs groups may require assistance to meet their needs for food, clothing, housing, and medical care. Local human service organizations are expected to identify any special needs groups that need assistance in the aftermath of an emergency.
6. We will request state human services support if our local resources prove inadequate.

B. Mental Health Services

1. Crisis Counseling for Disaster Victims
 - a. Some disaster victims and emergency responders may need mental health services in the aftermath of a disaster. Many seeking such help can obtain aid from existing local mental health programs and religious groups. As the demand for such services may increase significantly after a disaster and some local providers may become disaster victims, there may be a need for additional mental health resources.
 - b. If existing local resources are inadequate to meet the need for disaster mental health services, the Texas Department of Mental Health and Mental Retardation (TXMHMR) through the appropriate Mental Health Authority (State Hospital or Community MHMR Center) can provide disaster victims emergency counseling services. Local mental health professionals and members of the local ministerial association, and other local support groups may augment these services.
 - c. State Crisis Consortium
 - 1) The State Crisis Consortium is a multi-agency state organization that is comprised of the Texas Department of Public Safety Victim Services, the Office

of the Attorney General's Crime Victims' Compensation Division, the Texas Department of Health CISM Network, and the TXMHMR Disaster Assistance Program. The TXMHMR Disaster Assistance Program coordinates the SCC during state or federally declared disasters when multiple state agencies may be required to respond to a single disaster.

- 2) The SCC is designed to ensure that all mental health resources are coordinated in an appropriate manner. The purpose of the team is to support local government through:
 - a) Assessing both short and long-term support needs of responders and victims.
 - b) Assessing the unmet needs and the need for outside additional support.
 - c) Working with local entities including government, local service providers, and local/regional agency offices to assure a coordinated response.
- 3) When the incident results in a federal declaration, the SCC will work with local government and support agencies to:
 - a) Track costs and resources allocated to relief efforts.
 - b) Track the need for referrals and on going support needs.
 - c) Coordinate private, federal, and voluntary resources.
- d. In addition to local and state mental health providers, some volunteer organizations active in disasters can provide crisis counseling to disaster victims. For a description of the services that can be provided by various organizations, see Appendix 1.

2. Mental Health Support for Emergency Responders

The Texas CISM Network was established to assist emergency service personnel who have experienced critical incidents such as line of duty deaths, mass casualties, multiple fatalities, and local disasters. CISM teams are available upon request on a 24-hour basis regardless of whether a state or federal disaster has been declared. For more information on the TX CISM Network, see Section XI of this annex.

3. Requesting State Disaster Mental Health Services

Local government requests for state crisis counseling, CISM, and victim's services assistance should be made by the County Judge to the DDC Chairperson in Beaumont, Texas.

C. Emergency Water Supplies

Water is essential to maintain life and preserve public health. If water supply systems are disrupted in an emergency, timely provision must be made to provide water to local residents whose normal supply has been disrupted. Appendix 2 to this annex outlines a number of options for providing emergency water supplies.

D. Emergency Food

In the aftermath of an emergency, local residents may be unable to obtain food from normal sources, preserve perishable food, or prepare meals due to damage to their homes and food stores or the loss of electrical or gas service. Food may be provided to disaster victims in a variety of ways, depending on the situation in the local area in the aftermath of a disaster. Among the options are:

1. Mass feeding at fixed sites, using operable kitchen facilities at schools, community centers, churches, and other community facilities.
2. Mass feeding at fixed sites using transportable kitchens operated by volunteer groups.
3. Distribution of prepared food using mobile canteens operated by volunteer groups.
4. Distribution of foodstuffs obtained from food banks that can be used by disaster victims to prepare meals.
5. Distribution of restaurant or grocery store vouchers.

The ARC, TSA, and other volunteer organizations listed in Appendix 1 can provide many of these services.

E. Other Needs of Disaster Victims

1. Where emergencies result in federal emergency or major disaster declarations by the President, disaster victims may be eligible for specific human services programs as part of the recovery process. See Annex J, Recovery, for further information.
2. Volunteer organizations active in disaster may be able to assist in meeting a number of the needs of needs of disaster victims, including:
 - a. Basic clothing
 - b. Basic furnishings and household goods
 - c. Job-related tools
 - d. Transportation
 - e. Home clean up and debris removal
 - f. Home repairs

See Appendix 1 to this annex for a list of volunteer organizations active in disasters that operate in many areas of the state and the services they may be able to provide during an emergency.

F. Phases of Emergency Management

1. Prevention

Identify population groups who may require special assistance during an emergency (i.e., senior citizens, handicapped, etc.).

2. Preparedness

- a. Identify volunteer groups that can provide emergency food and clothing in the aftermath of emergency situations and other sources of emergency food and clothing.
- b. Identify agencies or groups that can provide disaster mental health services and victims services during and in the aftermath of emergency situations
- c. Identify and train human services representatives who will staff the EOC.
- d. Conduct emergency planning with human services agencies and organized volunteer groups active in disasters and develop appropriate SOPs and execute agreements where appropriate.
- e. Determine tentative emergency assignments for available personnel and volunteers.
- f. Encourage volunteer groups active in disasters to participate in emergency exercises.
- g. Review and update this annex and related SOPs.

3. Response

- a. Provide food and clothing to disaster victims as needed.
- b. Register evacuees or victims or assist volunteer groups in performing this task.
- c. Provide contact information to victims who need human services assistance.
- d. Provide human services staff support for the EOC.

4. Recovery

- a. Assess needs of victims and provide assistance, including, but not limited to, temporary housing, food, clothing, clean-up services, minor home repairs, and other support.
- b. Coordinate with the Public Information Officer to inform the public of the availability of human services programs.

- c. Assess the need for disaster mental health services for emergency responders and disaster victims. Coordinates and arranges for such support if required.
- d. Provide human services personnel to staff the Disaster Recovery Center (DRC), if one is activated.

VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. Our emergency organization as described in Section VI.A of the Basic Plan shall carry out the function of providing human services in emergency situations
2. The County Judge shall provide policy guidance with respect to emergency human services operations. The Human Services Officer will manage the human services function during emergency operations.
3. Human services will be provided through the coordinated efforts of local human services professionals, human service agencies, local volunteer groups, the ARC, TSA, and other volunteer organizations.
4. State and federal agencies may be requested to assist in human services activities conducted in the aftermath of a major emergency or disaster.

B. Task Assignments

1. The County Judge will:
 - a. Ensure that a human services program for emergency situations is developed.
 - b. Provide general guidance and direction for human services operations during emergencies.
2. The Human Services Coordinator will serve as the Human Services Officer and will:
 - a. Identify volunteer groups and agencies that can provide goods and services to satisfy human services needs and develop agreements with them.
 - b. In the aftermath of emergencies, solicit and coordinate distribution of clothing, food, and services by various agencies and organizations. (See Appendix __ to Annex M (Resource Management) for a list of food, clothing, and water resources.)
 - c. Coordinate the registration of evacuees/victims.
 - d. Coordinate with the Shelter Officer to provide for human services needs of evacuees in shelters.
 - e. Coordinate human services support for special needs groups.

- f. Coordinate the provision of disaster mental health services for disaster victims, emergency workers, and others suffering trauma due to the emergency situation.
- g. Coordinate local staffing at Disaster Recovery Centers, if needed.
- h. Work with the Transportation Officer to coordinate transportation assistance for those who need it.

3. The Mental Health Authority will:

Coordinate the provision of and provide disaster mental health services to disaster victims, emergency workers, and others suffering trauma due to an emergency situation.

4. The Transportation Officer will:

- a. Coordinate transportation support for human services operations.
- b. Coordinate transportation for food, clothing, drinking water, and other supplies, if the agency providing these materials is unable to do so.
- c. When requested by the Human Services Officer, coordinate transportation for those who need transportation assistance such as those without vehicles, special needs, etc.

5. The Shelter & Mass Care Officer will:

Identify the requirements for human services assistance to those housed in shelters to the Human Service Officer.

6. The Public Information Officer will:

Coordinate the release of information to the media and public about assistance programs available for disaster victims.

7. Volunteer Groups and Charitable Organizations will:

Provide human services assistance identified by the Human Services Officer upon request. See Appendix 1 to this annex for a list of groups and organizations that may be able to assist and the types of services they provide.

VII. DIRECTION AND CONTROL

A. General

1. The County Judge shall establish priorities for and provide policy guidance for human services programs conducted after a disaster.
2. The EMC will provide direction to the Human Service Officer regarding human services operations in the aftermath of an emergency.
3. The Human Services Officer and staff will plan, coordinate, and carry out human services program activities.
4. All human services activities will be coordinated through the Human Services Officer in the EOC.

B. Line of Succession

The line of succession for the Human Services Officer is:

1. Assistant Human Services Officer
2. Human Services Clerk
3. Assistant Emergency Management Coordinator

VIII. READINESS LEVELS

A. Level IV: Normal Conditions

See the mitigation and preparedness activities in section V.D.1 & 2.

B. Level III: Increased Readiness

1. Review plans and procedures and update them if needed.
2. Meet with local human service agencies to determine possible human services requirements based on the threat and assess resources on hand.
3. Determine the availability of human services personnel and equipment for emergency duty.

C. Level II: High Readiness

1. Alert and brief human services personnel for possible emergency operations.
2. Identify personnel that will staff the EOC.
3. Identify and alert external resource sources.

O-10

D. Level I: Maximum Readiness

1. Put human services staff on call.
2. Consider precautionary staging of personnel, equipment, and supplies.
3. Provide trained staff to the EOC if it is activated.

IX. ADMINISTRATION AND SUPPORT

A. Records Maintenance

All records generated during an emergency will be collected and filed in an orderly manner so a record of events is preserved for use in determining response costs, settling claims, and updating emergency plans and procedures.

B. Preservation of Records

Vital human services records should be protected from the effects of a disaster to the maximum extent possible. Should records be damaged during an emergency situation, professional assistance preserving and restoring those records should be obtained as soon as possible.

C. Training & Exercises

1. Human services personnel who will participate in EOC operations will receive training on the operation of facility. The Human Services Officer is responsible for arranging that training.
2. Volunteer organizations and groups that could be providing human services support during emergency situations shall be invited and encouraged to participate in emergency drills and exercises where appropriate.

D. State and Federal Assistance

If state or federal assistance is required, The Human Services Officer will brief the County Judge on the assistance required. The County Judge or his/her designee will make the request for assistance to the Disaster District Committee Chairperson in Beaumont, Texas. For more details on requesting assistance, see section V.E.4.a.2) of the Basic Plan.

X. ANNEX DEVELOPMENT & MAINTENANCE

A. Development

The Human Services Officer and the EMC are responsible for developing and maintaining this annex.

B. Maintenance

This annex will be reviewed annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.

XI. REFERENCES

- A. ARC/FEMA brochure: *Food & Water in an Emergency*, ARC-5055 & FEMA L-210.
- B. ARC Fact Sheet: *Water Storage Before Disaster Strikes*.
- C. ARC Fact Sheet: *Water Treatment After Disaster Strikes*.
- D. FEMA brochure, *Emergency Food & Water Supplies*, FEMA-215.
- E. DADS, "Disaster Mental Health Reference Bibliography" at the Disaster Assistance Program website: www.mhmr.state.tx.us/CentralOffice/MedicalDirector/daphomepage.html.
- F. TX CISM Network website: www.dshs.state.tx.us/hcqs/ems/epcism.htm. This site provides information on CISM Teams, classes, and critical incident stress.
- G. Texas American Red Cross website: www.redcrostexas.org. This site provides information on the service areas for the Texas ARC chapters and addresses and phone numbers for those chapters.
- H. Annex C (Shelter & Mass Care) to the *State of Texas Emergency Management Plan*
- I. Annex V (Food & Water) to the *State of Texas Emergency Management Plan*

APPENDICES

Appendix 1 Volunteer Groups
Appendix 2 Emergency Water Supplies

VOLUNTEER GROUPS

1. Local Organizations and Groups

The following is a list of local groups and organizations that have indicated that may be able to provide human services support during emergency situations.

GROUP/ORGANIZATION	SERVICES PROVIDED
Veterans of Foreign Wars Phone: Woodville, 283-2965	<ul style="list-style-type: none"> • Commercial kitchen facilities
Tri County Community Action; Phone: 283-7867	<ul style="list-style-type: none"> • Thrift store, financial help for shelter • food bank
Tyler County Senior Citizens Center Phone: 283-2400	<ul style="list-style-type: none"> • Commercial kitchen facilities
Caring is Sharing ; Phone 283-5800	<ul style="list-style-type: none"> • Used clothing, food, shelter vouchers • Used furniture & household goods

2. State & National Organizations and Groups

The following state and national organizations and groups may be able to provide human services support during emergency situations.

GROUP/ORGANIZATION	SERVICES PROVIDED
Adventist Community Services Phone: 817-641-7979	<ul style="list-style-type: none"> • Operation of mass care facilities • Mobile kitchens • Mobile distribution units for clothing and bedding • Emergency food • Counseling
American Red Cross Beaumont City Chapter Phone: 409-832-1644	<ul style="list-style-type: none"> • Shelter & mass feeding operations • Provision of first aid in shelters • Damage assessment • Cleaning supplies, comfort kits, food, & clothing • Funds for emergency transportation, rent, temporary home repairs, & replacement of job-related tools. • Operates disaster welfare inquiry system
Baptist Men (Baptist General Convention of Texas) TBM Region 11, Tyler, Texas John L. Lanque sr. Phone: 903-882-4656	<ul style="list-style-type: none"> • Fixed site and mobile feeding, • Shelter and mass care facility operation • Damage assessment • Child care & medical assistance • Home clean up and rebuilding assistance
Mennonite Disaster Service Phone: 713-464-2973 Houston, Texas	<ul style="list-style-type: none"> • Volunteers for clean up and debris removal from damaged homes • Volunteers to repair or rebuild home

GROUP/ORGANIZATION	SERVICES PROVIDED
Second Harvest Food Banks Southeast Texas Food Bank Beaumont, Texas Phone: 839-8777	<ul style="list-style-type: none"> • Collects, sorts, warehouses, transports, and distributes donated food and grocery products to agencies involved in feeding operations and distribution of relief supplies. Does not provide food to individuals.
The Salvation Army Beaumont, Texas Office Phone: 896-2361	<ul style="list-style-type: none"> • Fixed & mobile feeding • Temporary shelter • Counseling and morale building services • Medical assistance • Temporary home repairs • Warehousing and distribution of donated goods including food, clothing, and household items
United Methodist Committee on Relief Phone:	<ul style="list-style-type: none"> • Assistance in paying disaster-related transportation, rent, utilities, and other needs • Material resources, such as food, water, blankets, building supplies, and tools.
St Vincent De Paul Stores Phone: 713-862-2605 Houston, Texas	<ul style="list-style-type: none"> • Used clothing • Used furniture and household goods

EMERGENCY WATER SUPPLIES

1. In general, emergency water supplies cannot replace normal water distribution systems. In an emergency situation, people must be provided sufficient potable water for drinking and personal hygiene.
 - a. The typical planning factor for emergency water supplies of potable water is 3 gallons per person per day. If it is extremely hot, that planning factor should be increased.
 - b. Tankers carrying water intended for human consumption must be carefully inspected and sanitized. There may be a health risk in using tanker that do not normally transport potable water. When in doubt, seek advice from a public health professional.
 - c. Water is quite heavy and it is difficult for many people to carry more than 2 gallons of bottled water per trip.
2. If water supply outages are localized, the following options may be suitable:
 - a. Establish water supply points in outage areas where those who need water can fill their own containers.
 - 1) This normally requires one or more tankers and a temporary storage tank, pump, and some sort of distribution equipment – typically plastic pipe and spigots – at each site. As potable water tankers are generally in short supply, you cannot usually afford to tie up a tanker as a stationary water source; hence, the need for a storage tank and pump at each site.
 - 2) You may need to provide containers for those who do not have them.
 - 3) If electrical power is out, you may need generators to power pumps.
 - b. Establish water supply points in outage areas for distribution of bottled water. Emergency supplies of bottled water may be:
 - 1) Purchased from retailers, distributors, or commercial vendors.
 - 2) Donated by corporations, such as grocery chains.
 - 3) Obtained from stocks held by volunteer groups active in disasters.
 - 4) Requested from the State through the local Disaster District.

Bottled water is normally distributed in one-gallon plastic jugs.
 - c. Distribute bottled water from trucks in affected areas on an established route/schedule.
 - d. Identify water supply points in unaffected areas and have those without water go to these points to fill their containers.

- 1) If significant numbers of people do not have transportation to get them to the water supply points outside their neighborhood, this option is unworkable.
- 2) You may need to provide containers for those who do not have them.
3. If the water supply outage affects the entire community, options a, b, and c above remain viable, but option d may be unworkable if there are no nearby water sources that are operable.
4. It is generally necessary to provide attendants at temporary water distribution sites to keep operations running smoothly.
5. For slowly-developing emergency situations, emergency public information announcements advising citizens to fill and store water containers in advance of the arrival of hazardous conditions may reduce later requirements for emergency water distribution.
6. Local available emergency water supplies ;
 - a. Colmesneil VFD 1 400 gallon potable water supply trailer
 - b. Fred VFD; 1 400 gallon potable water supply trailer
 - c. Dam B VFD 1 400 gallon potable water supply trailer
 - d. White Tail Ridge VFD 1 400 gallon potable water supply trailerAbove fitted with 6 individual filling stations,

ANNEX R

**SEARCH
&
RESCUE**

TYLER COUNTY

Jurisdiction

APPROVAL & IMPLEMENTATION

Annex R

Search & Rescue

Signature, Sheriff

Date

Signature, County Judge

Date

Signature, EMC

Date

RECORD OF CHANGES

Annex R

Search & Rescue

Change #	Date of Change	Entered By	Date Entered

ANNEX R

SEARCH & RESCUE

I. AUTHORITY

See Basic Plan, Section 1.

II. PURPOSE

The purpose of this annex is to outline operational concepts and organizational arrangements for SAR operations during emergency situations in our community. This annex is applicable to all agencies, organizations and personnel assigned SAR functional responsibilities.

III. EXPLANATION OF TERMS

A. Acronyms

DDC	Disaster District Committee
EMC	Emergency Management Coordinator
EOC	Emergency Operations Center
IC	Incident Commander
ICP	Incident Command Post
ICS	Incident Command System
JP	Justice of the Peace
ME	Medical Examiner
NIMS	National Incident Management System
SAR	Search and Rescue
SOP	Standard Operating Procedures
TEEX	Texas Engineering Extension Service
US&R	Urban Search and Rescue
VFD	Volunteer Fire Department

B. Definitions

1. Hazmat. Hazardous materials.
2. Secondary Hazard. A situation that occurs as a result of an initial hazard. For example, a chemical release from a tank car involved in a train derailment or a gas leak within a collapsed building.
3. Terrorist Incident. A violent act, or an act dangerous to human life, in violation of the criminal laws of the United States or of any state, to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political and social objectives.

4. Texas Task Force 1. Also known as TX-TF1, this task force is the state's urban search and rescue team, headquartered at the Texas Engineering Extension Service's Emergency Response and Rescue Training Field in Bryan, Texas. Its members are from city and county agencies throughout the state. They respond to mass casualty disasters anywhere in the state. Their assistance is not limited to heavy US&R. They also have a Flood Rescue Strike Team to assist during flooding situations.

IV. SITUATIONS AND ASSUMPTIONS

A. Situations

1. This County depends on the Sheriff's Department and volunteer fire departments for SAR.
2. Local buildings are subject to severe structural damage from [hurricane], tornado, flood, earthquake, explosion, and acts of terrorism, which could result in injured people trapped in the damaged and collapsed structures.
3. In emergency situations involving structural collapse, large numbers of people may require rescue.
4. The mortality rate among trapped victims rises dramatically after 72 hours; therefore, search and rescue operations must be initiated without delay.
5. Secondary hazards may compound problems and threaten both disaster victims and rescue personnel.
6. Weather conditions such as rain, temperature extremes, and high winds, may pose additional hazards to disaster victims and rescue personnel.
7. Large-scale emergencies, disasters, and acts of terrorism may adversely impact SAR personnel, equipment, and facilities as well as communications systems.

B. Assumptions

1. A trained, equipped, organized rescue service will provide the capability to conduct methodical SAR operations, shore up and stabilize weakened structures, release trapped persons, and locate the missing and dead.
2. Access to disaster areas may be limited because of damaged infrastructure.
3. If our resources and those obtained pursuant to inter-local agreements are insufficient and additional support is required, we will request assistance from the State.
4. During major emergency situations, our SAR resources may be damaged and specialized supplies depleted.

V. CONCEPT OF OPERATIONS

A. General

1. The fire service has the primary responsibility of providing our community with SAR operations. Our SAR resources include:
 - a. The Various Volunteer Fire Departments throughout the county
 - b. The Sheriff's Search and Rescue Team

2. The responsibilities of our SAR team will be extensive during some types of emergency situations. These responsibilities include the search for and extrication of victims during events such as structural collapse, hazmat accidents, flooding incidents, radiological incidents, and major fires or explosions.

B. Implementation of ICS

The first responder on the scene of an emergency situation should initiate the ICS and establish an ICP. As other responders arrive, the individual most qualified to deal with the specific situation present should serve as the IC. The IC will direct and control responding resources and designate emergency operating areas.

C. Terrorist Incident Response

During terrorist incident response it is essential that the incident command team establish operating areas and formulate a plan of action that will allow SAR personnel to conduct operations in such a way as to minimize the impact to the crime scene. Emergency responders should be especially watchful for any signs of a second device usually set off for the purpose of injuring them. Refer to Annex V, Terrorist Incident Response, for more information on the response to terrorist threats and activities.

D. Requesting External Assistance

1. If our local SAR resources are inadequate to deal with an emergency situation, SAR resources covered by inter-local agreements will be requested by the Fire Chief or other individuals who are specifically authorized to do so. The Fire Chief/ may also request assistance from industries and businesses with SAR resources that have agreed to assist us during emergencies.

2. [If our SAR resources and those obtained pursuant to inter-local agreements are insufficient to deal with an emergency situation, statewide mutual aid will be requested in accordance with the *Texas Fire and Rescue Mutual Aid Plan* during an emergency situation (see *State of Texas Emergency Management Plan*, Annex R, Section IV.G).]

3. If the foregoing resources are inadequate to deal with an emergency situation, the County Judge may request SAR assistance from the State through the Disaster District in Beaumont, Texas.

E. Activities by Phases of Emergency Management

1. Mitigation

- a. Maintain up-to-date information on known hazards present in facilities such as refineries, factories, power plants, and other commercial businesses.
- b. Maintain up-to-date information on type and quantities of hazardous material present in local businesses and industrial facilities.

2. Preparedness

- a. Maintain a schedule for testing, maintenance, and repair of rescue equipment.
- b. Maintain a list of all SAR resources (see Annex M) and stock specialized supplies.
- c. Make arrangements for responders to obtain building plans during emergencies.
- d. Identify sources of dogs that can be used for SAR operations.
- e. Develop communications procedures to ensure adequate communications between SAR units, fire units, law enforcement units and other emergency responders.
- f. Plan and execute training exercises for all SAR personnel on a regular basis.
- g. Revise and update response plans at regular intervals.

3. Response

- a. Initiate rescue missions, as necessary.
- b. Mobilize support resources.

4. Recovery

- a. Perform or assist in decontamination and cleanup.
- b. Assess damage to SAR equipment and facilities, if necessary.
- c. Inventory and replace depleted supplies.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES
--

A. General

1. Our normal emergency organization, described in Section VI.A of the Basic Plan and depicted in Attachment 3 to the Basic Plan, shall carry out the function of providing SAR

services in emergency situations. Routine SAR operations can be handled by our SAR team, with limited support from one or two other emergency services, operating under an IC. The EOC will normally be activated for major emergencies and disasters that require extensive SAR operations and a commitment of all emergency services as well as external assistance.

2. The SAR Team Commander shall serve as the Chief Rescue Officer and coordinate emergency SAR operations.

B. Task Assignments

1. The SAR Team will:
 - a. Coordinate all SAR operations using County resources or those obtained pursuant to inter-local agreements.
 - b. Provide assistance during evacuations (see Annex E).
 - c. Prepare and execute inter-local agreements for SAR support.
 - d. Provide support for other public safety operations, as necessary.
2. The IC will:
 - a. Establish an ICP and control and direct emergency response resources.
 - b. Assess the incident, request any additional resources needed, and provide periodic updates to the EOC, if activated.
 - c. Determine and implement initial protective actions for emergency responders and the public in the vicinity of the incident site.
 - d. Establish a specific division of responsibilities between the incident command operation and the EOC, if activated.
3. Law Enforcement will:

Upon request of the IC, provide control access to and control traffic around incident sites.
4. The Precinct Road & Bridge will:
 - a. Upon request of the IC, provide heavy equipment support for SAR operations.
 - b. Upon request of the IC, shut off gas or power to collapsed structures.
5. Contract EMS will:

Provide trained personnel and equipment to administer emergency medical support, if necessary.

6. SO/FD will:

Coordinate body recovery activities with the JP's office, if needed.

VII. DIRECTION AND CONTROL

A. General

1. For most emergency situations, an IC will establish an ICP and direct and control emergency operations at the scene from that ICP. All SAR resources will carry out missions assigned by the IC. The IC will be assisted by a staff with the expertise and of a size required for the tasks to be performed. The individual most qualified to deal with the specific type of emergency situation present should serve as the IC.
2. In some situations, the EOC may be activated without an incident command operation. This type of organizational arrangement is most likely when: (a) a hazard threatens, but has not yet impacted the local area (such as the predicted landfall of a hurricane), or (b) when a generalized threat exists and there is no identifiable incident site (as may be the case for a terrorist threat). During these situations, a senior SAR officer will normally report to the EOC to coordinate any response by SAR personnel.
3. External response agencies are expected to conform to the general guidance provided by our senior decision-makers and carry out mission assignments directed by the IC or the EOC. However, organized response units will normally work under the immediate control of their own supervisors.

B. Incident Command System – EOC Interface

If both the EOC and an ICP are operating, the IC and the EOC must agree upon a specific division of responsibilities to ensure proper response to the incident without duplication of efforts. A general division of responsibilities between the ICP and the ECO that can be used as a basis for more specific agreement is provided in Section V of Annex N, Direction and Control.

C. Line of Succession

Line of succession for the Chief Rescue Officer is:

1. Deputy Rescue Officer
2. Chief Deputy Sheriff
3. Senior Deputy Sheriff

VIII. INCREASED READINESS ACTION

A. Readiness Level 4 – Normal Conditions

See the mitigation and preparedness activities in paragraphs V.E.1 and V.E.2 above.

B. Readiness Level 3 – Increased Readiness

1. Monitor situation.
2. Alert key personnel.
3. Check readiness of all equipment and supply status and correct deficiencies.
4. Review inter-local agreements for use of SAR resources operated by other agencies.
5. Review plans and procedures and update them, if necessary.

C. Readiness Level 2 – High Readiness

1. Alert personnel of possible emergency duty.
2. Place selected personnel and equipment on standby.
3. Identify personnel to staff the EOC and ICP if those facilities are activated.
4. Prepare to implement inter-local agreements.

D. Readiness Level 1 – Maximum Readiness

1. Mobilize selected SAR team members.
2. Consider precautionary deployment of personnel and equipment, if appropriate.
3. Dispatch SAR representative(s) to the EOC when activated.

IX. ADMINISTRATION AND SUPPORT

A. Reporting

In addition to reports that may be required by their parent organization, SAR teams participating in emergency operations should provide appropriate situation reports to the IC, or if an incident command operation has not been established, to the EOC. The IC will forward periodic reports to the EOC. Pertinent information will be incorporated into the Initial Emergency Report and the periodic Situation Report that is prepared and disseminated to key officials, other affected jurisdictions, and state agencies during major emergency operations. The essential elements of information for the Initial Emergency Report and the Situation Report are outlined in Appendices 2 and 3 to Annex N (Direction and Control).

B. Records

1. Activity Logs. The IC and, if activated, the EOC, shall maintain accurate logs recording significant operational activities, the commitment of resources, and other information

relating to emergency response and recovery operation. See Section IX.B of Annex N, Direction and Control, for more information on the types of information that should be recorded in activity logs.

2. Documentation of Costs. Expenses incurred in carrying out emergency response operations for certain hazards, such as radiological accidents or hazmat incidents may be recoverable from the responsible party. Hence, all SAR service elements will maintain records of personnel and equipment used and supplies consumed during large-scale emergency operations.

C. Preservation of Records

Vital records should be protected from the effects of disaster to the maximum extent feasible. Should records be damaged during an emergency situation, professional assistance in preserving and restoring those records should be obtained as soon as possible.

D. Resources

A listing of local SAR resources is found in Annex M, Resource Management.

E. Communications

General emergency communications capabilities and connectivity are discussed and depicted in Annex B, Communications. The SAR team communications network is shown in Appendix 1.

F. Post Incident Review

For large-scale emergency operations, the EMC shall organize and conduct a review of emergency operations in accordance with the guidance provided in Section IX.E of the Basic Plan. The purpose of this review is to identify needed improvements in this annex, procedures, facilities, and equipment. SAR personnel who participated in the operations should participate in the review.

X. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Rescue Officer and EMC are responsible for developing and maintaining this annex. Recommended changes to this annex should be forwarded as needs become apparent.
- B. This annex will be revised annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.
- C. Departments and agencies assigned responsibilities in this annex are responsible for developing and maintaining SOPs covering those responsibilities.

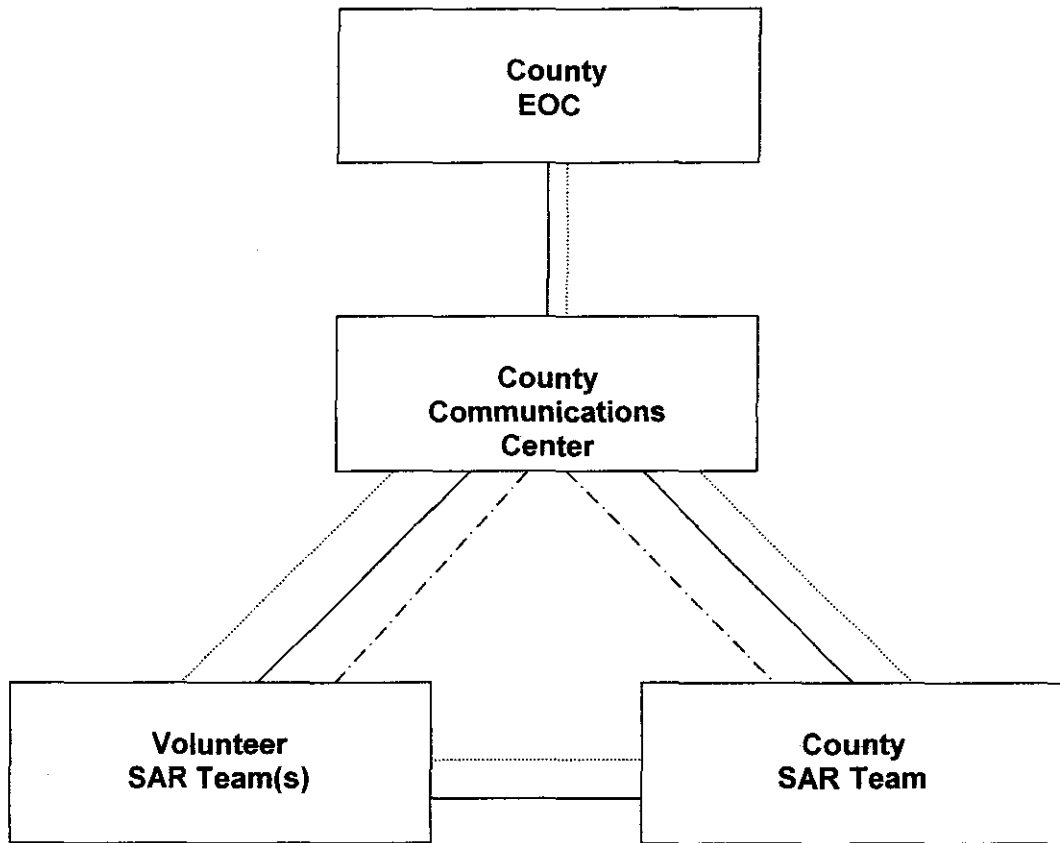
XI. REFERENCES

- A. Annex R (Search and Rescue) to the *State of Texas Emergency Management Plan*.
- B. Annex U (Terrorist Incident Response) to the *State of Texas Emergency Management Plan*.
- C. *Texas Fire and Rescue Mutual Aid Plan*, May 1998.

APPENDIX

Appendix 1.....Communications Network

SAR COMMUNICATIONS NETWORK



LEGEND:

- Phone
- VHF Radio
- - - - Cell Phone

ANNEX S

TRANSPORTATION

TYLER COUNTY AND CITIES
ADHERING TO THIS PLAN

Jurisdiction

APPROVAL & IMPLEMENTATION

Annex S

Transportation

Signature

Date

RECORD OF CHANGES

Annex S

Transportation

Change #	Date of Change	Entered By	Date Entered

ANNEX S

TRANSPORTATION

I. AUTHORITY

See Basic Plan, Section I.

II. PURPOSE

This annex outlines our concept of operations and organizational arrangements for transportation of people, supplies, and materials during emergency situations, assigns responsibilities for various transportation tasks, and outlines related administrative requirements.

III. EXPLANATION OF TERMS

EOC	Emergency Operations Center
DDC	Disaster District Committee
ICP	Incident Command Post
MHE	Materials Handling Equipment
NIMS	National Incident Management System
SOP	Standard Operating Procedures

IV. SITUATION & ASSUMPTIONS

A. Situation

1. In an emergency situation, people may have to be transported from areas at risk and equipment and supplies may have to be transported to support response and recovery activities. We have the ultimate responsibility for arranging for or providing the transportation needed to support emergency operations.
2. During emergency situations, it may be necessary to rapidly evacuate school children, hospital patients, nursing home residents, the elderly, those with disabilities, and prisoners from areas at risk.
3. Specialized transportation may be needed to transport some special needs groups, such as medical patients and prisoners.
4. Our transportation equipment and that of private transportation companies may sustain damage during emergency situations and trained equipment operators may become disaster victims, limiting the means available to transport people and relief equipment and supplies.
5. Transportation infrastructure, such as roads, bridges, and railroads, may sustain damage during emergency situations, making it difficult to use some of the transportation assets that are available.

6. Major emergency situations may disrupt normal transportation systems, leaving many people, such as school children, the elderly, infirm, and those with disabilities, without transportation.
7. Some cargo may require MHE at the on-load point and the delivery point. The availability of such equipment must be considered in transportation planning.
8. Drivers with commercial driver licenses must operate many cargo trucks and buses. In coordinating for use of these resources, it is desirable to arrange not only for the use of vehicles, but also for qualified drivers.
9. Special facilities, such as schools, hospitals, nursing homes, day care facilities, and correctional facilities, are responsible for the welfare and safety of their clients, patients, and inmates. Virtually all such facilities are required to have an emergency plan that includes provision for emergency evacuation. The facility operator is responsible for making arrangements for suitable transportation.

B. Assumptions

1. If people must be evacuated or relocated, the primary mode of transportation for most residents will be personal vehicles. However, transportation must be provided for people who do not have vehicles.
2. During emergency situations, we will use our own transportation resources and those available pursuant to inter-local (mutual aid) agreements to the extent that they are available.
3. If commercial transportation providers that we normally deal with are able to support our emergency needs, we will continue to contract with those companies during emergency situations.
4. As school buses are the primary local passenger transportation resource, we assume that local school districts will respond to requests for transportation assistance from local government during emergency situations.
5. If we are unable to obtain transportation services from commercial providers, we may rent or lease transportation equipment to provide the required transportation.
6. Businesses or individuals may be willing to donate transportation services or loan transportation equipment during emergency situations.
7. Transportation may be requested from the Disaster District Committee (DDC) in Beaumont, Texas when assets with Tyler County are not sufficient,

V. CONCEPT OF OPERATIONS

A. General

1. **Transportation Requirement.** When carrying out emergency transportation activities, immediate needs must be considered first, followed by continuing requirements. Immediate transportation needs normally involve the evacuation of people, including residents of special facilities, from risk areas. Continuing transportation needs typically involve the movement of relief supplies, equipment, and emergency workers during response and recovery operations.
2. **Passenger Transportation.** Where possible, emergency passenger transportation requirements will be satisfied with the following resources:
 - a. Voluntary use of personal vehicles
 - b. County-owned vehicles
 - c. School buses
 - d. Leased or rented buses
 - e. Passenger vehicles provided by other jurisdictions pursuant to inter-local agreements
 - f. Donated transportation equipment or services
 - g. State-owned or contracted vehicles
3. **Cargo Transportation.** Where possible, emergency cargo transportation requirements will be satisfied with the following resources:
 - a. County-owned vehicles
 - b. Commercial freight carriers
 - c. Leased or contract equipment
 - d. Cargo vehicles provided by other jurisdictions pursuant to inter-local agreements
 - e. Donated transportation equipment or services
4. **Special Facilities.**
 - a. **Schools & Day Care Centers**

If evacuation of public schools is required, students will normally be transported on school buses. Private schools and day care centers, including adult day care facilities, typically do not have significant transportation resources and may require government transportation assistance during emergencies.
 - b. **Hospitals, Nursing Homes, & Correctional Facilities**

Transportation of many medical patients and prisoners requires specialized transportation and appropriate medical or security support. The facility operator is responsible for making arrangements for suitable transportation and coordinating use of appropriate host facilities. In the case of short-notice or no-notice emergency situations, facilities may be unable to make the required arrangements for transportation and local government may need to assist. Some nursing home patients may be able to use normal transportation vehicles.

5. **Individuals with Special Needs.** Individuals who are aged, ill, or have disabilities may need special transportation assistance, including boarding assistance and help with their belongings. They may be unable to walk to transportation pickup points for the general public.
6. **Requesting Transportation Support.**
 - a. Requests for transportation support may be generated by an Incident Commander or by departments and agencies that require additional transportation support to carry out the emergency responsibilities assigned in this plan. Requests for transportation support should be made to the Transportation Officer using the Cargo Transportation Request in Appendix 1 or the Passenger Transportation Request in Appendix 2. Requesters must assign a priority to their requests.
 - b. The Transportation Officer shall identify appropriate transportation resources to fill such requests, coordinating as necessary with the requester and transportation providers.
7. **External Support.** If local transportation resources and those available pursuant to inter-local agreements are insufficient to support emergency requirements, transportation resource support may be requested from the State through the Disaster District Committee (DDC) Chairman in Beaumont, Texas.

B. Activities by Phases of Emergency Management

1. **Prevention**
 - a. Identify and maintain a current list of local public and private transportation resources. See Annex M, Resource Management, for a list of transportation resources.
 - b. Identify possible transportation needs that could result from various disasters.
 - c. Develop procedures for preserving transportation resources from known hazards by relocating them or protecting them in place.
2. **Preparedness**
 - a. Determine possible emergency transportation needs and related requirements for moving people, supplies, and equipment. Assess capabilities in relation to requirements to identify resource shortfalls; identify additional resources required.
 - b. Negotiate agreements with other jurisdictions, public agencies and private industry for use of their transportation assets, and, where appropriate, drivers during emergency situations.
 - c. Participate with other departments and agencies in the determination of evacuation routes for known hazards and, where appropriate, pickup points or routes for those who may require public transportation.

- d. Review special facility evacuation plans to ensure they include realistic transportation arrangements.
- e. Plan and execute exercises involving the public and private sector. These exercises should include the utilization of various types of transportation and heavy duty equipment.

3. Response

- a. Activate emergency transportation function to receive and process requests for cargo and passenger transportation.
- b. Respond to transportation requests within limits of available resources.
- c. Monitor transportation resource status and identify requirements for additional resources to the EMC..
- d. Maintain records on use of transportation resources (See Appendix 3).

4. Recovery

- a. Continue to coordinate transportation of equipment, supplies and passengers as needed.
- b. Assess further transportation needs of citizens and provide transportation as needed.
- c. Return borrowed resources and those obtained through agreement, lease, or rental when those resources are no longer required.

VI. ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

A. General

- 1. Our normal emergency organization, described in Section VI.A of the Basic Plan and depicted in Attachment 3 to the Basic Plan, shall carry out the function of providing transportation services in emergency situations.
- 2. The County Judge shall provide policy guidance with respect to emergency transportation operations.
- 3. The Warren ISD Transportation Manager shall serve as Transportation Officer and coordinate emergency transportation operations.

B. Task Assignments

- 1. Transportation Officer will:
 - a. Identify available transportation resources (see Annex M, Resource Management) and maintain a transportation resource contact list.

- b. Coordinate with schools, other public agencies, and businesses regarding emergency use of their transportation assets and develop appropriate agreements and procedures for notifying appropriate officials of emergency situations.
 - c. Coordinate with commercial transportation providers to establish procedures for providing transportation resources during emergency situations.
 - d. Coordinate with other emergency services to identify and prioritize requirements for transportation of supplies, equipment, materials, and passengers necessary for response and recovery operations.
 - e. Coordinate with special facilities to determine their requirements for specialized transportation support during emergencies and the arrangements the facilities have made to provide such support.
 - f. Coordinate public transportation support for mass evacuations.
 - g. Coordinate with the Sheriff on evacuation routes and the location of transportation pickup points and staging areas.
 - h. Coordinate with local public transportation authorities pickup points and times for citizens requiring public transportation.
 - i. Provide the Public Information Officer timely information on emergency transportation arrangements that can be disseminated to the public.
 - j. Coordinate with the Shelter Officer for passenger and cargo transportation to support for shelter and mass care operations.
2. All Departments and Agencies having transportation assets will:
- a. Provide current information on available transportation equipment to the Transportation Officer for use in updating the transportation resource list.
 - b. Provide equipment and personnel to fulfill requirements for emergency transportation of cargo and passengers, upon request of the Transportation Officer and to the extent possible.
3. All Departments and Agencies will:
- Forward prioritized emergency transportation requests to the Transportation Officer for action. The request forms in Appendices 1 and 2 will be used.
4. Law Enforcement will:
- a. Determine evacuation routes and provide traffic control for large-scale evacuations.
 - b. Determine transportation pickup points and staging areas, in conjunction with the Transportation Officer.
5. The Shelter Officer will:

Identify transportation requirements to support for shelter and mass care operations to the Transportation Officer.

6. The Warren and Woodville Schools District will:

Upon request by the County Judge, provide buses and drivers to assist in emergency operations.

VII. DIRECTION & CONTROL

A. General

1. The County Judge will establish priorities for and provide policy guidance for transportation activities.
2. The County Judge/EMC will provide general direction to the Transportation Officer regarding transportation operations.
3. The Transportation Officer and staff will plan, coordinate, and carry out transportation activities.

B. Line of Succession

The line of succession for the Transportation Officer is:

1. Ass't Transportation Officer.
2. Ass't Emergency Management Coordinator.
3. Assigned Deputy Sheriff.

VIII. READINESS LEVELS

A. Readiness Level IV – Normal Conditions

See mitigation and preparedness activities in paragraphs V.B.1 and V.B.2 above.

B. Readiness Level III – Increased Readiness

1. Monitor situation.
2. Alert key personnel and transportation provider points of contact.
3. Check readiness of all equipment and facilities and correct any deficiencies.
4. Update transportation resource status information.
5. Review agreements for use of transportation resources owned by others.
6. Review plans and procedures and update them, if needed.

C. Readiness Level II – High Readiness

1. Monitor situation.
2. Update transportation personnel and equipment status.
3. Alert and brief transportation providers for possible emergency operations.
4. Review status of preplanned evacuation routes, pickup points, and staging areas locations.
5. Update transportation resource status information.

D. Readiness Level I – Maximum Readiness

1. Monitor situation and update transportation resource status information.
2. Staff EOC positions if EOC is activated.
3. Consider protective actions for transportation resources.
4. Make tentative transportation resource allocations to probable emergency tasks
5. Pre-stage transportation assets, where appropriate.

IX. ADMINISTRATION & SUPPORT

A. Resources

Local transportation resources are described in Annex M, Resource Management.

B. Maintenance of Records

Records will be maintained on the use of all transportation equipment, whether owned, leased, rented, or borrowed; see Appendix 3. These records will be used as basis for possible recovery of emergency operations expenses from a responsible party or reimbursement of certain expenses by the state or federal government. The Transportation Officer will retain records of equipment usage until a final decision is made by the County Judge concerning claims for cost recovery or reimbursement.

C. Preservation of Records

Vital records should be protected from the effects of disasters to the maximum extent feasible. Should records be damaged during an emergency situation, professional assistance in preserving and restoring those records should be obtained as soon as possible.

D. Training & Exercises

- 1. Transportation personnel who will staff the ICP or EOC shall receive appropriate training on the operation of those facilities, which should be arranged by the Transportation Officer.
- 2. Emergency exercises should periodically include a scenario that provides for the demonstration of emergency transportation.

E. External Support

- 1. Summaries of inter-local agreements and agreements with other governmental entities, volunteer groups, and businesses for resource support, as well as contingency contracts with commercial transportation providers are listed in Attachment 6 to the Basic Plan. Activation of such agreements and contracts will normally be coordinated through the EOC.
- 2. If transportation requirements cannot be satisfied with the resources available locally or through agreements and contracts, assistance may be requested from the State. Request for state assistance will be made to the DDC Chairman in Beaumont, Texas by the [County Judge or a person authorized to act for him/her.

X. ANNEX DEVELOPMENT & MAINTENANCE

- A. The Transportation Officer is responsible for developing and maintaining this annex. Recommended changes to the annex should be forwarded as soon as needs become apparent.
- B. This annex will be reviewed annually and updated in accordance with the schedule outlined in Section X of the Basic Plan.
- C. Departments and agencies assigned responsibilities in this annex are responsible for ensuring that their SOPs cover those responsibilities.

XI. REFERENCES

Annex S (Transportation) to the *State of Texas Emergency Management Plan*

APPENDICES

- Appendix 1..... Cargo Transportation Request
- Appendix 2 Passenger Transportation Request
- Appendix 3 Vehicle/Equipment Record & Use Log

Cargo Transportation Request

Date: _____	Time: _____	Priority: 1 2 3
--------------------	--------------------	------------------------------

Requested by: _____	Organization: _____
----------------------------	----------------------------

Request transport of (describe the cargo):

<input type="checkbox"/> Loose	<input type="checkbox"/> Boxed	# _____	Pallets # _____	Total
weight: _____ lbs.				

Receive from:
 Date/Time: _____
 Place/Address: _____

People available to load the truck? Yes No If no, how many people are needed?

Equipment available to load the truck? Yes No Type: _____

Contact at pick-up
 Name: _____ Phone #: _____

Deliver to:
 Date/Time: _____
 Place/Address: _____

People available to unload truck? Yes No

Equipment available to unload the truck? Yes No Type: _____

Contact at delivery
 Name: _____ Phone #: _____

Resources committed:

<h2>Passenger Transportation Request</h2>		
Date:	Time:	Priority: 1 2 3
Requested by:		Organization:
Number of people needing transportation: # of Adults _____ # of Children _____		
Ambulatory: <input type="checkbox"/> Yes No If No, list any special vehicles or equipment needed: _____ _____ _____ _____		
Pick up from: Date/Time: _____ Place/Address: _____ _____		
People available to assist non-ambulatory passengers? <input type="checkbox"/> Yes No If no, how many people are needed to assist? _____		
Contact at pick-up: Name: _____ Phone #: _____		
Drop off: Date/Time: _____ Place/Address: _____ _____		
Contact at drop off: Name: _____ Phone #: _____		
Resources committed: _____ _____ _____ _____		

VEHICLE/EQUIPMENT RECORD & USE LOG

Vehicle/Equipment Type: _____

Identification or License #: _____ Odometer/hour meter reading: _____

Date Received: _____ Time Received: _____

- City/County Asset School District Asset
 Leased/Rented Borrowed/Loaned
 Other: _____

Owner: _____

Address: _____

_____ _____ _____ _____

Operational Status: Good Fair Poor

Operator Provided: Yes No

Maintenance performed (if any): _____

Vehicle/Equipment Returned:

Date: _____ Time: _____ Odometer/hour meter reading: _____

Remarks: _____

RESOLUTION AUTHORIZING COUNTY GRANT

**TEXAS DEPARTMENT OF AGRICULTURE
HOME-DELIVERED MEAL GRANT PROGRAM**

A RESOLUTION OF THE COUNTY OF TYLER, TEXAS (County) CERTIFYING THAT THE COUNTY HAS MADE A GRANT TO EAST TEXAS SUPPORT SERVICES, INC. (Organization) AN ORGANIZATION THAT PROVIDES HOME-DELIVERED MEALS TO HOMEBOUND PERSONS IN THE COUNTY WHO ARE ELDERLY AND/OR HAVE A DISABILITY AND CERTIFYING THAT THE COUNTY HAS APPROVED THE ORGANIZATION'S ACCOUNTING SYSTEM OR FISCAL AGENT.

WHEREAS, the Organization desires to apply for grant funds from the Texas Department of Agriculture to supplement and extend existing services homebound persons in the County who are elderly and/or have a disability, pursuant to the Home-Delivered Meal Grant Program (Program); and

WHEREAS, the Program rules require the County in which an Organization is providing home-delivered meal services to make a grant to the Organization, in order for the Organization to be eligible to receive Program grant funds; and

WHEREAS, the Program rules require the County to approve the Organization's accounting system or fiscal agent, in order for the Organization to be eligible to receive Program grant funds.

BE IT RESOLVED BY THE COUNTY:

SECTION 1: The County hereby certifies that it has made a grant to the Organization in the amount of \$ 15,000.00 to be used between the 1 of OCTOBER, 2009 and the 31 of SEPTEMBER, 2010.

SECTION 2: The County hereby certifies that the Organization provides home-delivered meals to homebound persons in the County who are elderly and/or have a disability.

SECTION 3: The County hereby certifies that it has approved the Organization's accounting system or fiscal agent.

Introduced, read, and passed by the affirmative vote of the County on this 18th day of September, 2009.


Signature of Authorized Official

Jacques L. Blanchette, County Judge
Typed Name and Title

NOTE: All information shown in this resolution must be included in the resolution passed by the County.

RESOLUTION

WHEREAS,

THE Commissioners Court of Tyler County Texas recognizes the strength of influence First Baptist Church of Colmesneil Texas has provided during the past one hundred and twenty six years and does celebrate this milestone of its existence.

WHEREAS,

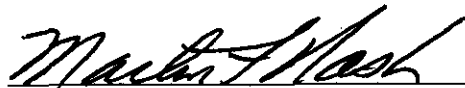
THE Commissioners Court Recognizes that the lives of men, women, boys and girls have been transformed by the power of GOD through the blood of Jesus Christ and by the inspiration of the Holy Spirit.

WHEREAS,

THE course of history has been marked by the influence this church has brought to its community thus the influence for good that has been made throughout the entire world.

THEREFORE,

It is our privilege to pass this Resolution on this 18th day of September 2009 marking this most significant event in the life of the people of the county and existence of the institution.



Martin Nash
Commissioner, Pct. 1



James (Rusty) Hughes
Commissioner, Pct. 2



Mike Marshall
Commissioner, Pct. 3



Jack Walston
Commissioner, Pct. 4



Jacques L. Blanchette
County Judge

ATTEST:


Denece Gregory, County Clerk

PROCLAMATION
of the
Tyler County
Commissioners Court

The Tyler County Commissioners Court does hereby set aside this day, September 18, 2009 to honor Warden Greg Dawson for his leadership in Tyler County. The Citizens and taxpayers have benefitted greatly through the Community Service Program, as well as, countless other projects under his command. Therefore, it is with much gratitude and recognition of his tremendous contributions:

At this time, therefore, the Commissioners Court of Tyler County proclaims September 18, 2009

Warden Greg Dawson Day

in Tyler County, and urge the appropriate recognition whereof.

In official recognition whereof,
we hereby affix our signatures this 18th day September 2009.

Martin Nash, Commissioner Pct. 1

Rusty Hughes, Commissioner, Pct. 2

Mike Marshall, Commissioner Pct. 3

Jack Walston, Commissioner, Pct. 4

Jacques L. Blanchette, County Judge

Commissioners Court Packet Contents for September 1, 2009

- **Copies of the posted Agendas 8:30**

Due to the amount of documentation that are simply stacked in order rather than being put in notebook

- A. Commissioners Court minutes September 14th**
- B. No Documentation**
- C. No Documentation**
- D. No Documentation**
- E. No Documentation**
- F. No Documentation**
- G. No Documentation**
- H. Red Cross Agreement with Tyler County**
- I. Emergency Management Plan, Annex C**
- J. Emergency Management Plan, Annex G**
- K. Emergency Management Plan, Annex J**
- L. Emergency Management Plan, Annex L**
- M. Emergency Management Plan, Annex O**
- N. Emergency Management Plan, Annex R**
- O. Emergency Management Plan, Annex S**
- P. No Documentation**
- Q. Resolution: *East Texas Support Services, Inc.* Donece and Judge also have copy of signed 2008 resolution**
- R. Resolution: Recognizing 126th Anniversary of the First Baptist Church of Colmesneil**
- S. No Documentation**
- T. Proclamation: Warden Greg Dawson Day – *J. Blanchette***



TYLER COUNTY COMMISSIONERS COURT

County Courthouse, Room 101 / Woodville, Texas

FRIDAY

September 18, 2009

8:30 AM

MARTIN NASH
Commissioner, Pct. 1

RUSTY HUGHES
Commissioner, Pct. 2

JACQUES L. BLANCHETTE
County Judge

MIKE MARSHALL
Commissioner, Pct. 3

JACK WALSTON
Commissioner, Pct. 4

NOTICE Is hereby given that a *Special Meeting* of the Tyler County Commissioners Court will be held on the date stated above, at which time the following subjects will be discussed;

Agenda

"the wisdom to know what's right ... the courage to do it"

➤ CALL TO ORDER

- Establish Quorum
- Acknowledge Guests
- Invocation - c/o R. Hughes
- Pledge to the Texas Flag: c/o R. Hughes
- "Honor the Texas Flag: I pledge allegiance to thee, Texas, one state under God, one and indivisible."

I. CONSIDER/APPROVE:

- Commissioners Court minutes** from previous meeting(s) – *D. Gregory*
- Purchase and/or lease** of postage machine for courthouse with placement in the Auditor's office – *J. Smith, DA*
- The paying of Tyler County bills** – *J. Moore*
- 2008 Audit** of Tyler County presented by Pattillo, Brown, & Hill, CPA's – *J. Moore*
- Going out for bids** to sell AS400, Model 9406 – *J. Moore*
- Appointment of Election Judges** for two (2) polling places in upcoming Ivanhoe Subdivision Election (Ivanhoe & Ivanhoe North) – *D. Gregory*
- Set Maximum number of election clerks** for each voting precinct for the Nov. 3rd Election – *D. Gregory*
- Red Cross Agreement** with Tyler County – *Steve Bell, Emergency Management*
- Emergency Management Plan, Annex C** – *S. Bell*
- Emergency Management Plan, Annex G** – *S. Bell*
- Emergency Management Plan, Annex J** – *S. Bell*
- Emergency Management Plan, Annex L** – *S. Bell*
- Emergency Management Plan, Annex O** – *S. Bell*
- Emergency Management Plan, Annex R** – *S. Bell*
- Emergency Management Plan, Annex S** – *S. Bell*
- Award bids** for Pct. 4 on surplus equipment – *J. Walston*
- Resolution: Authorizing County Grant** re: Texas Department of Agriculture Home-Delivered Meal Grant Program – *Vickie Schlosser, East Texas Support Services, Inc.*
- Resolution: Recognizing 126th Anniversary** of the First Baptist Church of Colmesneil – *J. Blanchette*
- Consolidating** Monday, October 12th (Regular) Commissioners Court meeting with the Friday October 16th (Special) Commissioners Court meeting due to Columbus Day Holiday (October 12th) – *J. Blanchette*
- Proclamation: Warden Greg Dawson Day** – *J. Blanchette*

➤ ADJOURN


JACQUES L. BLANCHETTE
County Judge

I do hereby certify that the above Notice of Meeting of the Tyler County Commissioners Court is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice at the Tyler County Courthouse in a place readily accessible to the general public at all times and that said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting, as is required by Section 551.002 & 551.041.

Executed on 9/15 2009 Time 8:40 AM

DONECE GREGORY, County Clerk/Ex Officio Member of Commissioners Court



TYLER COUNTY COMMISSIONERS COURT

County Courthouse, Room 101 / Woodville, Texas

FRIDAY

September 18, 2009

8:30 AM

MARTIN NASH
Commissioner, Pct. 1

RUSTY HUGHES
Commissioner, Pct. 2

JACQUES L. BLANCHETTE
County Judge

MIKE MARSHALL
Commissioner, Pct. 3

JACK WALSTON
Commissioner, Pct. 4

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 - Acknowledge Guests
 - Invocation - R. Hughes
 - Pledge to the Texas Flag: c/o R. Hughes
- "Honor the Texas Flag: I pledge allegiance to thee, Texas, one state under God, one and indivisible."

I. CONSIDER/APPROVE:

- B/M* ✓ **A. Commissioners Court minutes** from previous meeting(s) - D. Gregory *Add Exe Sess 11:24 - No*
m *Action* *Ads 11:25 AM*
- H/M* ✓ **B. Purchase and/or lease** of postage machine for courthouse with placement in the Auditor's office - J. Smith, DA
m *48 month lease*
- w/N* ✓ **C. The paying of Tyler County bills** - J. Moore
- w/m* ✓ **D. 2008 Audit** of Tyler County presented by Pattillo, Brown, & Hill, CPA's - J. Moore *John Minny*
Bruce S.
- w/N* ✓ **E. Going out for bids** to sell AS400, Model 9406 - J. Moore *- wide data*
- B/W* ✓ **F. Appointment of Election Judges** for two (2) polling places in upcoming Ivanhoe Subdivision Election (Ivanhoe & Ivanhoe North) - D. Gregory
Wanda Whitson - Ivanhoe *Jeanette Bourque - Ivanhoe North*
- B/N* ✓ **G. Set Maximum number of election clerks** for each voting precinct for the Nov. 3rd Election - D. Gregory *2 clerk*
- No action* **H. Red Cross Agreement** with Tyler County - Steve Bell, Emergency Management *Withdrawn*
- withdwn* **I. Emergency Management Plan, Annex C** - S. Bell *without Red Cross Amendment*
- Withdrawn* **J. Emergency Management Plan, Annex G** - S. Bell *add Sher. H's dept., Sher. H's posse, Alameda State*
Parte Sarcis
- w/N* *item's* *APP* *J, K, L, M, N, O (Annex G, J, L, O, R, S)*

K. Emergency Management Plan, Annex J - S. Bell

L. Emergency Management Plan, Annex L - S. Bell

M. Emergency Management Plan, Annex O - S. Bell

N. Emergency Management Plan, Annex R - S. Bell

advised to Sheriff's Dept & Sheriff's Posse -
Joe add Natl & State Park Serv

O. Emergency Management Plan, Annex S - S. Bell

P. Award bids for Pct. 4 on surplus equipment - J. Walston

Miller Webber - John Lunde #328

W/A Misc Eng - John Lunde #2800

reject all bid 1955 truck & Libby Warden

Postpones Lunde 250 Dig to Oct to be able to replace
Crane - James Robbn. #3500

N/H Resolution: Authorizing County Grant re: Texas Department of Agriculture Home-Delivered Meal Grant Program - Vickie Schlosser, East Texas Support Services, Inc.

M/H Resolution: Recognizing 126th Anniversary of the First Baptist Church of Colmesneil - J. Blanchette

but other churches, Blanchette - 126 because 125th they were up out Pastor
W/ M/ S. Consolidating Monday, October 12th (Regular) Commissioners Court meeting with the Friday October 16th (Special) Commissioners Court meeting due to Columbus Day Holiday (October 12th) - J. Blanchette

W/N Proclamation: Warden Greg Dawson Day - J. Blanchette

after hurricane courthouse to its
Judge added - he is in getting crew in East Rt, company
courthouse at its present cond

ADJOURN 9:20 AM

Walston - thanked court & it passed 100% standing behind

JACQUES L. BLANCHETTE
County Judge

I do hereby certify that the above Notice of Meeting of the Tyler County Commissioners Court is a true and correct copy of said Notice and that I posted a true and correct copy of said Notice at the Tyler County Courthouse in a place readily accessible to the general public at all times and that said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting, as is required by Section 551.002 & 551.041.

Executed on _____ 2009 Time _____

DONECE GREGORY, County Clerk/Ex Officio Member of Commissioners Court

By: _____ (Deputy)