



Polk County, TX

Revisions & Amendments  
 #2019-05 & #2019-05 (A)  
 04/09/2019

**Budget Adjustment Register**  
**Adjustment Detail**  
 Packet: GLPKT01343 - K19A05

Adjustment Number      Budget Code      Description      Adjustment Date  
 BA0000041      General Budget 2018 -2019      K18A05      4/9/2019  
 Summary Description: FOR COMMISSIONERS COURT APPROVAL 4/9/19

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>010-1511-1050</u>	SALARIES	K18A05	376,476.56	-32,523.00	343,953.56
April:	-32,523.00				
<u>010-1511-2040</u>	WORKERS COMPENSATION	K18A05	13,645.41	-1,277.34	12,368.07
April:	-1,277.34				
<u>010-2560-4540</u>	VEHICLE MAINTENANCE	K18A05- INS DEDUCT. REIMB SHERIFF	52,854.88	1,000.00	53,854.88
April:	1,000.00				
<u>010-2560-4540</u>	VEHICLE MAINTENANCE	K18A05 GOERTZ CLAIM	52,854.88	2,084.62	54,939.50
April:	2,084.62				
<u>010-342-4600</u>	INSURANCE CLAIMS	K18A05- INS DEDUCT. REIMB SHERIFF	-12,854.88	-1,000.00	-13,854.88
April:	-1,000.00				
<u>010-342-4600</u>	INSURANCE CLAIMS	K18A05- GOERTZ CLAIM	-12,854.88	-2,084.62	-14,939.50
April:	-2,084.62				
<u>051-7845-5730</u>	CAPITAL OUTLAY PROJECTS	K18A05-SR CIT PARKING LOT FROM FUND BAL	53,000.00	30,260.00	83,260.00
April:	30,260.00				

Adjustment Number      Budget Code      Description      Adjustment Date  
 BA0000042      General Budget 2018 -2019      K19R05      4/9/2019  
 Summary Description: FOR COMMISSIONERS COURT APPROVAL 4/9/19

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<u>010-1401-4000</u>	ATTORNEY CONSULTING FEES	K19R05	27,500.00	1,994.00	29,494.00
April:	1,994.00				
<u>010-2450-3150</u>	OFFICE SUPPLIES	K19R05	14,216.00	-16.55	14,199.45
April:	-16.55				
<u>010-2450-4800</u>	BONDS	K19R05	962.00	16.55	978.55
April:	16.55				
<u>010-2455-1050</u>	SALARIES	K19R05	92,780.00	-1,642.00	91,138.00
April:	-1,642.00				
<u>010-2455-2010</u>	SOCIAL SECURITY	K19R05	11,845.03	-125.00	11,720.03
April:	-125.00				
<u>010-2455-2030</u>	RETIREMENT	K19R05	20,632.02	-219.00	20,413.02
April:	-219.00				
<u>010-2455-2040</u>	WORKERS COMPENSATION	K19R05	621.20	-6.00	615.20
April:	-6.00				
<u>010-2455-2060</u>	UNEMPLOYMENT INSURANCE	K19R05	125.51	-2.00	123.51
April:	-2.00				
<u>010-2512-1050</u>	SALARIES	K19R05	1,601,614.00	-1,658.13	1,599,955.87
April:	-1,658.13				
<u>010-2512-2010</u>	SOCIAL SECURITY	K19R05	126,117.48	-126.47	125,991.01
April:	-126.47				
<u>010-2512-2030</u>	RETIREMENT	K19R05	219,675.14	-290.29	219,384.85
April:	-290.29				
<u>010-2512-2040</u>	WORKERS COMPENSATION	K19R05	37,679.55	-41.23	37,638.32
April:	-41.23				

Budget Adjustment Register

Packet: GLPKT01343 - K19A05

<u>Q10-2512-2060</u>	UNEMPLOYMENT INSURANCE	K19R05	2,101.97	-2.62	2,099.35
April:	-2.62				
<u>Q10-2560-1030</u>	CELL PHONE ALLOWANCE	K19R05	27,727.06	-27.71	27,699.35
April:	-27.71				
<u>Q10-3694-3110</u>	POSTAGE	K19R05 PERMITS DEPT	250.00	-100.00	150.00
April:	-100.00				
<u>Q10-3694-4911</u>	STATE SEWAGE FEES	K19R05 - PERMITS DEPT	1,000.00	100.00	1,100.00
April:	100.00				
<u>Q23-6623-3390</u>	ROAD MATERIALS	K19R05	353,000.00	20,000.00	373,000.00
April:	20,000.00				
<u>Q23-6623-3390</u>	ROAD MATERIALS	K19R05	353,000.00	25,000.00	378,000.00
April:	25,000.00				
<u>Q23-6623-3390</u>	ROAD MATERIALS	K19R05	353,000.00	30,000.00	383,000.00
April:	30,000.00				
<u>Q23-6623-5710</u>	CAPITAL OUTLAY RD MACHINE	K19R05	25,000.00	-25,000.00	0.00
April:	-25,000.00				
<u>Q23-6623-5740</u>	CAPITAL OUTLAY-ROCK CRUSH	K19R05	20,000.00	-20,000.00	0.00
April:	-20,000.00				
<u>Q23-6623-5750</u>	CAPITAL OUTLAY-BRIDGES	K19R05	30,000.00	-30,000.00	0.00
April:	-30,000.00				
<u>Q27-7680-1030</u>	CELL PHONE ALLOWANCE	K19R05	1,560.52	27.71	1,588.23
April:	27.71				
<u>Q27-7680-1050</u>	SALARIES	K19R05	110,922.35	1,658.13	112,580.48
April:	1,658.13				
<u>Q27-7680-2010</u>	SOCIAL SECURITY	K19R05	9,362.29	126.47	9,488.76
April:	126.47				
<u>Q27-7680-2030</u>	RETIREMENT	K19R05	16,307.53	290.29	16,597.82
April:	290.29				
<u>Q27-7680-2040</u>	WORKERS COMPENSATION	K19R05	2,842.61	41.23	2,883.84
April:	41.23				
<u>Q27-7680-2060</u>	UNEMPLOYMENT INSURANCE	K19R05	156.04	2.62	158.66
April:	2.62				

## Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
General 2018 -2019	General Budget 2018 -201	<u>010-1401-4000</u>	ATTORNEY CONSULTING FEES	27,500.00	1,994.00	29,494.00
		<u>010-1511-1050</u>	SALARIES	376,476.56	-32,523.00	343,953.56
		<u>010-1511-2040</u>	WORKERS COMPENSATION	13,645.41	-1,277.34	12,368.07
		<u>010-2450-3150</u>	OFFICE SUPPLIES	14,216.00	-16.55	14,199.45
		<u>010-2450-4800</u>	BONDS	962.00	16.55	978.55
		<u>010-2455-1050</u>	SALARIES	92,780.00	-1,642.00	91,138.00
		<u>010-2455-2010</u>	SOCIAL SECURITY	11,845.03	-125.00	11,720.03
		<u>010-2455-2030</u>	RETIREMENT	20,632.02	-219.00	20,413.02
		<u>010-2455-2040</u>	WORKERS COMPENSATION	621.20	-6.00	615.20
		<u>010-2455-2060</u>	UNEMPLOYMENT INSURANCE	125.51	-2.00	123.51
		<u>010-2512-1050</u>	SALARIES	1,601,614.00	-1,658.13	1,599,955.87
		<u>010-2512-2010</u>	SOCIAL SECURITY	126,117.48	-126.47	125,991.01
		<u>010-2512-2030</u>	RETIREMENT	219,675.14	-290.29	219,384.85
		<u>010-2512-2040</u>	WORKERS COMPENSATION	37,679.55	-41.23	37,638.32
		<u>010-2512-2060</u>	UNEMPLOYMENT INSURANCE	2,101.97	-2.62	2,099.35
		<u>010-2560-1030</u>	CELL PHONE ALLOWANCE	27,727.06	-27.71	27,699.35
		<u>010-2560-4540</u>	VEHICLE MAINTENANCE	52,854.88	3,084.62	55,939.50
		<u>010-342-4600</u>	INSURANCE CLAIMS	-12,854.88	-3,084.62	-15,939.50
		<u>010-3694-3110</u>	POSTAGE	250.00	-100.00	150.00
		<u>010-3694-4911</u>	STATE SEWAGE FEES	1,000.00	100.00	1,100.00
		<u>023-6623-3390</u>	ROAD MATERIALS	353,000.00	75,000.00	428,000.00
		<u>023-6623-5710</u>	CAPITAL OUTLAY RD MACHINERY	25,000.00	-25,000.00	0.00
		<u>023-6623-5740</u>	CAPITAL OUTLAY-ROCK CRUSHER	20,000.00	-20,000.00	0.00
		<u>023-6623-5750</u>	CAPITAL OUTLAY-BRIDGES	30,000.00	-30,000.00	0.00
		<u>027-7680-1030</u>	CELL PHONE ALLOWANCE	1,560.52	27.71	1,588.23
		<u>027-7680-1050</u>	SALARIES	110,922.35	1,658.13	112,580.48
		<u>027-7680-2010</u>	SOCIAL SECURITY	9,362.29	126.47	9,488.76
		<u>027-7680-2030</u>	RETIREMENT	16,307.53	290.29	16,597.82
		<u>027-7680-2040</u>	WORKERS COMPENSATION	2,842.61	41.23	2,883.84
		<u>027-7680-2060</u>	UNEMPLOYMENT INSURANCE	156.04	2.62	158.66
		<u>051-7845-5730</u>	CAPITAL OUTLAY PROJECTS	53,000.00	30,260.00	83,260.00
			General 2018 -2019 Total:	<b>3,237,120.27</b>	<b>-3,540.34</b>	<b>3,233,579.93</b>
			Grand Total:	<b>3,237,120.27</b>	<b>-3,540.34</b>	<b>3,233,579.93</b>



POLK COUNTY, TEXAS

# MEMORANDUM

SYDNEY MURPHY, COUNTY JUDGE

**TO:** *Stephanie Dale, Assistant County Auditor*  
**FROM:** *Sydney Murphy /Kari Miller*  
**DATE:** *April 4, 2019*  
**RE:** *FY2019 Budget Amendment*

Please include the following on your next FY19 Budget Revision.

FUND	DESCRIPTION	INCREASE	DECREASE
010-1511-1050	SALARIES		32,523.00
010-1511-2040	WORKERS COMPENTATION		1,277.34
	TOTAL		33,800.34

Thanks!

NOTE: An error in the FY2019 Wagesheet utilized by this office for budget preparation purposes include an additional \$32,523 in wages and \$1,277.34 in Workers Comp in the Maintenance Department. This amendment will correct the corresponding error in the adopted budget.

3/1/2019 35905

VENDOR ID	VENDOR NAME	ACCOUNT NUMBER	
746000162-19	Polk County		
DATE	INVOICE NO.	DESCRIPTION	AMOUNT
3/1/2019	APD20184444-1	Refund Deduct-PAID Deductible Reimbursement on 2014 Chevrolet Tahoe, VIN 1GNLC2E02ER208528.	\$1000.00
3/1/2019	APD20184444-1		\$0.00

010-342-4000  
Ded reimb

DOCUMENT INCLUDES VISIBLE FIBERS, CHEMICAL REACTIVE PROPERTIES AND FEATURES & FOIL HOLOGRAM

35905



TEXAS ASSOCIATION OF COUNTIES  
RISK MANAGEMENT POOL-CLAIMS  
1210 SAN ANTONIO STREET  
AUSTIN, TX 78701  
(512) 478-8753



FROST BANK  
30-9/1140

DATE 3/1/2019 AMOUNT \$ 1,000.00

PAY ONE THOUSAND AND 00 / 100 DOLLARS

Polk County  
602 E Church St Ste 108  
Livingston, TX 773514231

VOID AFTER 180 DAYS

*Susan M. Ruffel*  
*Lisa J. Green*

TRUE WATERMARK PAPER - HOLD TO LIGHT TO VIEW

HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT

⑈035905⑈ ⑆114000093⑆

591736914⑈

35905

Polk County  
602 E Church St Ste 108  
Livingston, TX 773514231



Susann Honaker  
susannah@county.org  
(512)615-8970

February 28, 2019

Via E-mail: [stephanie.dale@co.polk.tx.us](mailto:stephanie.dale@co.polk.tx.us)

Polk County  
Attn.: Ms. Stephanie Dale, Asst. Auditor &  
Risk Management Pool Coordinator  
602 E. Church St., Suite 108  
Livingston, TX 77351

RE.: Claim No.: APD20184444-1  
Date of Loss: May 11, 2018  
Department: Sheriff

Dear Ms. Dale:

This claim pertains to an automobile accident that occurred on May 11, 2018 wherein the other driver was at fault. The Texas Association of Counties Risk Management Pool issued a payment to Polk County on June 14, 2018 for \$2,841.48. The Pool received reimbursement from All Motorists Insurance Agency, therefore we are reimbursing Polk County their deductible of \$1,000.

Should you have questions or concerns regarding this claim, please feel free to contact me at telephone number (512)615-8970 or via e-mail at [susannah@county.org](mailto:susannah@county.org). Thank you for the opportunity to be of service to Polk County.

Sincerely,

  
Susann Honaker

CHECK DATE	CHECK NO.
3/7/2019	35970

VENDOR ID	VENDOR NAME	ACCOUNT NUMBER
746000162-19	Polk County	

DATE	INVOICE NO.	DESCRIPTION	AMOUNT
3/7/2019	APD20195848-1	MVD-to Clm/Aty Repairs to a 2017 Chevrolet Tahoe, VIN 1GNLCDEC6HR207215.	\$3084.62
3/7/2019	APD20195848-1	Deductible	\$-1000.00

010-342-4600  
Goertz Claim

DOCUMENT INCLUDES VISIBLE FIBERS, CHEMICAL REACTIVE PROPERTIES AND FEATURES A FOIL HOLOGRAM



TEXAS ASSOCIATION OF COUNTIES  
RISK MANAGEMENT POOL-CLAIMS  
1210 SAN ANTONIO STREET  
AUSTIN, TX 78701  
(512) 478-8753



FROST BANK  
30-9/1140

35970

DATE 3/7/2019 AMOUNT \$ 2,084.62

TWO THOUSAND EIGHTY-FOUR AND 62 / 100 DOLLARS

Polk County  
602 E Church St Ste 108  
Livingston, TX 773514231

VOID AFTER 180 DAYS  
*Susan M Relford*  
*Lisa J. Green*

OF THE ORDER OF:

TRUE WATERMARK PAPER - HOLD TO LIGHT TO VIEW. HEAT SENSITIVE RED IMAGE DISAPPEARS WITH HEAT.

⑈035970⑈ ⑈114000093⑈ 591736914⑈

Polk County  
602 E Church St Ste 108  
Livingston, TX 773514231

Budget:  Amendment or  Revision

Date: 3/22/2019

Honorable Commissioners Court of Polk County:  
 I would like to request the following  Amendment or  Revision  
 to the  Social Services  Aging or  Jail Medical Department  
 Budget

Fund	Description	Increase	Decrease
From: 051.	Polk County Aging Dept. Fund Balance		\$30,260.00
To: 051.7845.5730	Livingston Senior Center Front Parking Lot	\$30,260.00	
<b>Total</b>		\$ 30,260.00	\$ 30,260.00

Livingston Senior Center Front Parking Lot.

Barbara Hayes-Director

  
 Department Head Barbara  
 Hayes/Director





P.O. Box 921 Livingston, TX 77351 • (936) 967-8001

TO: Polk County  
602 E. Church St., Suite 108  
Livingston, Texas 77351

JOB	PAYMENT TERMS
Polk County Senior Citizen Center, Livingston	Due on receipt

DESCRIPTION	TOTAL
Remove & haul off existing asphalt, replace 6,800 sq. ft. parking lot with 4" concrete, #3 rebar on 12" centers	\$30,260.00

TOTAL \$30,260.00

**Thank you for your business!**

# POLK COUNTY PERMIT DEPARTMENT

## Budget Revision

Date: 4-2-19

Honorable Commissioners Court of Polk County:  
I would like to request the following expenditure as a revision to my departmental budget:

Fund	Description	Increase	Decrease
010-3694-3110	Postage		\$100.00
010-3694-4911	State Sewage Fees	\$100.00	

Transfer funds to cover State Sewage Fees.

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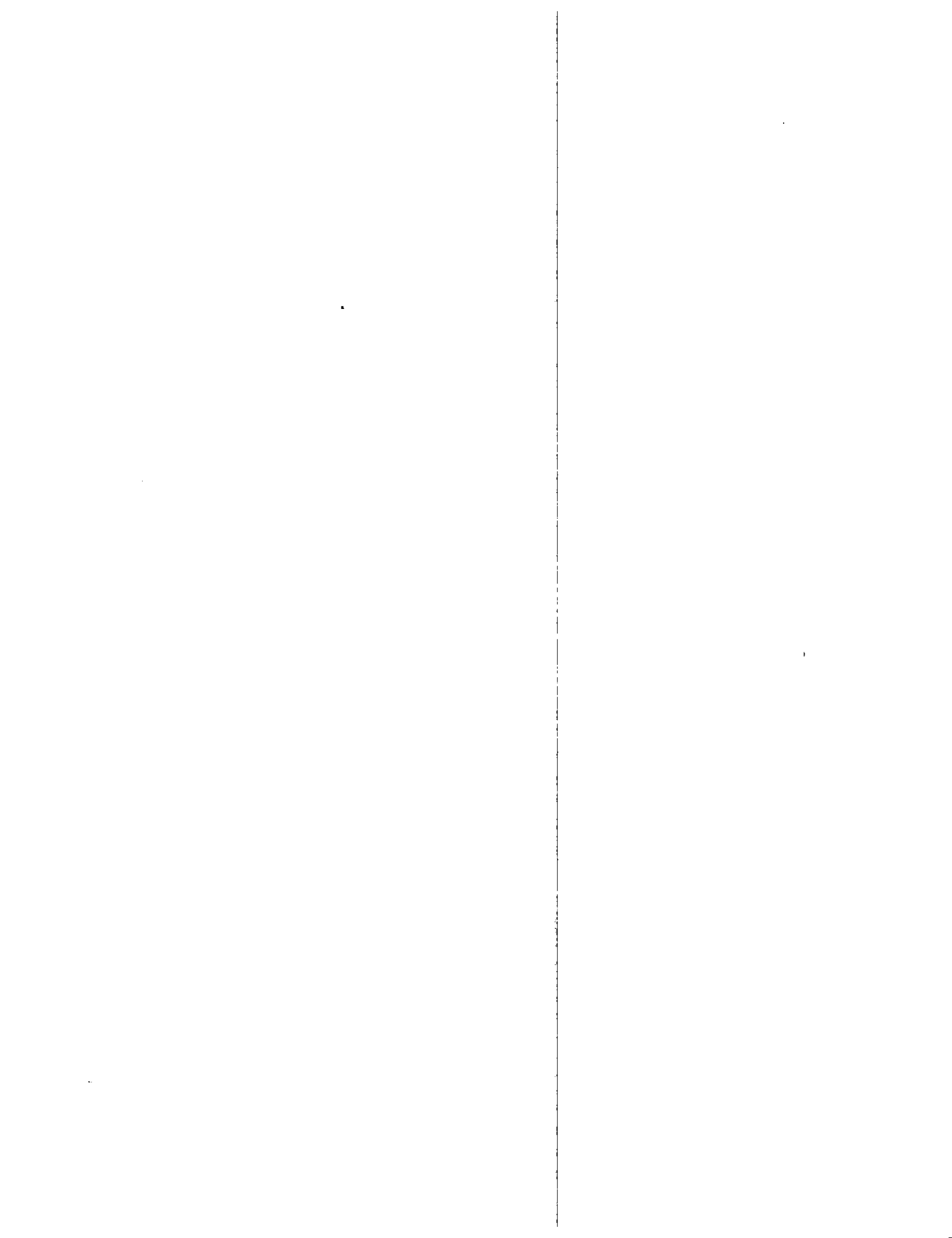
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Department Head – Rebecca Marlow





POLK COUNTY, TEXAS

# MEMORANDUM

SYDNEY MURPHY, COUNTY JUDGE

**TO:** *Stephanie Dale, Assistant County Auditor*  
**FROM:** *Sydney Murphy /Kari Miller*  
**DATE:** *March 14, 2019*  
**RE:** *FY2019 Budget Revision*

Please include the following on your next FY19 Budget Revision. Thanks!!

FUND	DESCRIPTION	INCREASE	DECREASE
010-2512-1050	SALARY (JAIL)		1,658.13
027-7680-1050	SALARY (SECURITY)	1,658.13	
010-2512-2010	SOCIAL SECURITY (JAIL)		126.47
027-7680-2010	SOCIAL SECURITY (SECURITY)	126.47	
010-2512-2030	RETIREMENT (JAIL)		290.29
027-7680-2030	RETIREMENT (SECURITY)	290.29	
010-2512-2040	WORKERS COMPENSATION (JAIL)		41.23
027-7680-2040	WORKERS COMPENSATION (SECURITY)	41.23	
010-2512-2060	UNEMPLOYMENT INSURANCE (JAIL)		2.62
027-7680-2060	UNEMPLOYMENT INSURANCE (SECURITY)	2.62	
010-2560-1030	CELL PHONE ALLOWANCE (SHERIFF)		27.71
027-7860-1030	CELL PHONE ALLOWANCE (SECURITY)	27.71	
	TOTAL	2,146.47	2,146.47

NOTE: John Sexton was paid out of Security's budget for the pay periods 1/7/19-1/20/19 & 1/21/19-2/3/19, but had not yet transferred to Security. He was paid from the Jail budget from 2/4-2/17, but had transferred to Security on 2/12.

Transfer Funds	Jail to Security Pay		Security to Jail Pay	Total Revision
	Periods: 1/7/19- 1/20/19 1/21/19- 2/3/19	1/21/19- 2/17/19 (2/12- 2/15 only)		
Salary	\$1,039.16		\$457.70	
	\$1,076.67			
<b>Total</b>	<b>\$2,115.83</b>		<b>\$457.70</b>	<b>\$1,658.13</b>
Social Security / MC	\$84.75		\$46.17	
	\$87.89			
<b>Total</b>	<b>\$172.64</b>		<b>\$46.17</b>	<b>\$126.47</b>
Retirement	\$181.97		\$80.32	
	\$188.67			
<b>Total</b>	<b>\$370.64</b>		<b>\$80.32</b>	<b>\$290.32</b>
Worker's Comp	\$25.73		\$11.19	
	\$26.69			
<b>Total</b>	<b>\$52.42</b>		<b>\$11.19</b>	<b>\$41.23</b>
Unemployment	\$1.64		\$0.72	
	\$1.70			
<b>Total</b>	<b>\$3.34</b>		<b>\$0.72</b>	<b>\$2.62</b>
Cell Phone Allowance	\$18.47		\$9.23	
	\$18.47			
<b>Total</b>	<b>\$36.94</b>		<b>\$9.23</b>	<b>\$27.71</b>
<b>Total</b>				<b>\$2,146.47</b>

**Budget Revision**

Date: 3/27/19

Honorable Commissioners Court of Polk County:

I would like to request the following expenditure as an revision to my departmental budget:

Fund	Description	Increase	Decrease
From 010-2450-3150			16.55
TO	010-2450-4800	16.55	
	for employee blanket		
	bind - added new		
	employee		
	thank you!		

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*D. Keck*  
 Department Head



POLK COUNTY, TEXAS

# MEMORANDUM

SYDNEY MURPHY, COUNTY JUDGE

**TO:** *Stephanie Dale, Assistant County Auditor*  
**FROM:** *Sydney Murphy /Kari Miller*  
**DATE:** *March 27, 2019*  
**RE:** *FY2019 Budget Revision*

To move the necessary funds to the Department for the effected portion of the 2019 fiscal year, please include the following on your next FY19 Budget Revision.

FUND	DESCRIPTION	INCREASE	DECREASE
010-2455-1050	SALARIES		1,642
010-2455-2010	SOCIAL SECURITY		125
010-2455-2030	RETIREMENT		219
010-2455-2040	WORKERS COMPENTATION		6
010-2455-2060	UNEMPLOYMENT INSURANCE		2
010-1401-4000	ATTORNEY/CONSULTING FEES	1,994	
	TOTAL	1,994	1,994

Thanks!

NOTE: Transferring funds from JP1 payroll line items to Commissioners Court Attorney / Consulting Fee to pay Mickey Stafford for consultation services for Odyssey Conversion.

### Line-item Transfer - Budget Revision

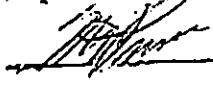
DATE: 4-4-2019

Honorable Commissioners Court of Polk County:

I submit to you for your consideration the following line-item transfers:

	FUND	DEPT.	ACCT.	AMT.
From:	023-6623-5710	R&B 3		25,000. <sup>00</sup>
To:	023-6623-3390	R&B 3		25,000. <sup>00</sup>
Reason:	Purchase Road Materials			

Department Head





### Line-Item Transfer - Budget Revision

DATE: 4-4-2012

Honorable Commissioners Court of Polk County:

I submit to you for your consideration the following line-item transfers:

	FUND	DEPT.	ACCT.	AMT.
From:	023-6625-5740	R&B 3		20,000. <sup>00</sup>
To:	033-66-73-3390	R&B 3		20,000. <sup>00</sup>
Reason:	Purchase-Road Material			

Department Head



### Line-Item Transfer - Budget Revision

DATE: 4-4-2019

Honorable Commissioners Court of Polk County:

I submit to you for your consideration the following line-item transfers:

	FUND	DEPT.	ACCT.	AMT.
From:	023-6623-5750	R+B3		30,000. <sup>00</sup>
To:	023-6623-3390	R+B3		30,000. <sup>00</sup>
Reason:	Purchase: Road Material			

Department Head

