

AGENDA PLACEMENT FORM

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

Date: 12/11/2025

Meeting Date: 12/22/2025

Submitted By: Nikki Ortegon

Department: County Clerk

Signature of Elected Official/Department Head:

April Long

Description:

Consideration and Approval of Expenditures from Special Fund 0225: Vital
Statistics Preservation in the amount of \$3,425.50 for the purchase of Vital
Records Security Paper for Texas Local Records.

(May attach additional sheets if necessary)

Person to Present: April Long

(Presenter must be present for the item unless the item is on the Consent Agenda)

Supporting Documentation: (check one) ☒ PUBLIC ☐ CONFIDENTIAL

(PUBLIC documentation may be made available to the public prior to the Meeting)

Estimated Length of Presentation: 5 minutes

Session Requested: (check one)

☐ Action Item ☒ Consent ☐ Workshop ☐ Executive ☐ Other _____

Check All Departments That Have Been Notified:

☐ County Attorney ☐ IT ☒ Purchasing ☒ Auditor

☐ Personnel ☐ Public Works ☐ Facilities Management

Other Department/Official (list) _____

**Please List All External Persons Who Need a Copy of Signed Documents
In Your Submission Email**

Approved in CC on 9/11/2023

Court Decision: This section to be completed by County Judge's Office
 12-22-2025



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Harrison, OH 45030 USA
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September 15, 2025
Quote #:TX.LOCAL.2025.1

DSHS Certificate Paper Services
Contract Number: HHS000980600001
Contract Term: April 1, 2021 - March 31, 2026

Quotation

Product ID	Price
B6 Certificate Paper (8.5" x 11")	\$0.443 per certificate
B7 Certificate Paper (8.5" x 14")	\$0.542 per certificate
Set-Up Fee	\$198.75 per certificate style, per order
Shipping	Included

Please submit orders to orders@veritrace.com

*Requested quantities of 10,000 or less will typically ship in 4-5 weeks.
Quantities over 10,000 will typically ship in 4-6 weeks.
Shipping timelines are dependent on proof approval and receipt of Customer Setup forms.*

**If a high-resolution scan of the signature printed on your forms was not included with your proofs, please submit to orders@veritrace.com*

Brian D'Angelo
Security Projects Manager