

aanderson@montaguesheriff.com

From: Tanika Brookins <tanika.brookins@certifiedpayments.net>
Sent: Friday, September 11, 2020 1:32 PM
To: aanderson@montaguesheriff.com
Cc: CertPay Account Executives; Forrest Collett
Subject: Certified Payments: Bureau Set Up Form for Montague County TX

Classification: General Business

Hello Audra,

At the request of Forrest Collett, please click on below link for the Bureau Application Form for Montague County, TX:

Bureau Application Link: <https://form.jotform.com/certifiedpayments/bureauaccountsetup>

Please fill out the form completely and attach a voided check (county name must be printed on the check) or a letter from the bank (on bank letterhead, dated, with account name, routing number and account number) on the bank account before returning. No temporary checks or deposit slips, please. Please make sure to select Forrest Collect as the Sales Representative.

Have a great day!

Thank you,

Tanika Brookins

Account Executive



PH: 866-539-2020 (Ext 100-3350)

FAX: 866-959-4160

This message has been marked as General Business on Friday, September 11, 2020 at 1:31:35 PM.

Message body does not contain "The information contained herein (or in any attachment) is privileged and confidential and intended only for the recipient listed above. If you are not the intended recipient, please advise the sender immediately by reply e-mail and delete this message and any attachments without retaining a copy. Review, retransmission, dissemination or other use of, or action taken in reliance upon, this information by persons or entities other than the intended recipient is prohibited. While reasonable efforts have been made to ensure that attachments are virus-free, it is the recipient's sole responsibility to scan all attachments for viruses."

OPEN RECORDS REQUEST

The Texas Public Information Act provides the public the right to request access to Montague County Sheriff's Office records either for public inspection or to obtain copies. Public information is defined as any information that is collected, assembled, or maintained by or for a governmental entity in connection with the transaction of official business. The Act requires that requests for public information be submitted in writing. Requests should be for documents that are already in existence. The Sheriff's Office is not required to answer questions, perform legal research, create new information, or comply with a continuing request to supply information on a periodic basis. Please note that any request for information is considered a public record and your request may be made public.

When submitting a request for public information, please keep in mind that some information may accrue a cost to process. Should it be determined that your request will be in excess of \$40, a cost estimate will be provided to you. The requestor can either except the charges, modify the request, or withdraw the request. Any requests with a charge less than \$10 is subject to be relinquished.

Example Cost Estimates:

- **Standard Paper Copy:** \$0.10 per page or part of page. Each side that has recorded information is considered a page.
- **Nonstandard Copy:**
 - Rewritable CD (CD-RW)—\$1.00;
 - Digital video disc (DVD)—\$3.00;
 - Other electronic media;
 - USB flash drive—actual cost
- **Body-Worn Camera and/or Dash Camera:** \$10.00 per recording responsive to the request for information; plus \$1.00 per full minute of footage. (Minimum - \$11)
 - The requestor must provide:
 - The date and approximate time of the recording;
 - The specific location where the recording occurred; and
 - The name of one or more persons known to be a subject of the recording.

****The Sheriff's Office may not release any portion of a recording made in a private place/space or in connection with a fine-only misdemeanor, without the written authorization from the person who is the subject of the recording, or if that person is deceased, from the person's authorized representative.****

- **Certified Mail:** Minimum \$7.90

In most cases, the Sheriff's Office will make the records available within ten (10) business days after the date you submit your request. If the records you requested contain confidential information, the Sheriff's Office may submit those records to the Texas Attorney General for a ruling. If this is necessary, you will be notified.

For more information about the Texas Public Information Act, please visit the [Texas Attorney General's website](#).

Requests must be submitted in writing to the Montague County Sheriff's Office, Records Department, via online, e-mail, mail or in person.

(***INSERT NEW ONLINE OPEN RECORDS LINK – HERE***)

E-mail: AAnderson@MontagueSheriff.com

Mail: PO Box 127
Montague, TX 76251

In Person: 111 South Grand Street
Montague, TX 76251

If you have any questions, please call Audra Anderson at 940-894-2491.

Payment Options

- **Checks** – payable to Montague County Sheriff's Office
 - Mail
 - In person
- **Cash** – exact change only
 - In person
- **Credit Card**

BEFORE MAKING A PAYMENT VIA CREDIT CARD, YOU MUST KNOW ALL THE REQUIRED INFORMATION FOR PROPER PROCESSING OF YOUR PAYMENT. MAKE SURE YOUR PAYMENT IS FOR A MONTAGUE COUNTY SHERIFF'S OFFICE OPEN RECORDS REQUEST.

You will need to know the following before proceeding with your payment:

1. You must know your invoice number. If you do not know your invoice number, please call the office at 940-894-2871.
2. Correct amount that you need to pay. No refunds will be issued.
3. A convenience fee will be charged to you by the credit card company.
4. Payments will not be processed until the next business day.
5. Be sure to get the Confirmation Number when your payment has been accepted.



American Express cards are not accepted.

ONCE YOU HAVE READ ALL THE INFORMATION ABOVE, PLEASE CLICK ON THE LINK BELOW AND YOU WILL BE REDIRECTED TO CERTIFIED PAYMENTS.

THIS SITE IS FOR PAYING OPEN RECORDS COSTS ONLY!

Montague County Sheriff's Office -- PAY ONLINE

aanderson@montaguesheriff.com

From: aanderson@montaguesheriff.com
Sent: Friday, September 11, 2020 1:51 PM
To: County Auditor
Subject: Assistance w/ Certified Payments

Jennifer,

Can you get me one of the following for the Certified Payment application?

Please fill out the form completely and attach a voided check (county name must be printed on the check) or a letter from the bank (on bank letterhead, dated, with account name, routing number and account number) on the bank account before returning. No temporary checks or deposit slips, please. Please make sure to select Forrest Collect as the Sales Representative.

Thank you!

Regards,
Audra Anderson
Records / Evidence Clerk

Montague County Sheriff's Office
111 South Grand Street
P.O. Box 127
Office: (940) 894-2491
Fax: (940) 894-2114
aanderson@montaguesheriff.com

Grant Request Review Summary

Grant Name: COVID-19 Response Grant

Grant Provided By: Center for Tech and Civic Life
Administered By: Center for Tech and Civic Life

Requested by: Ginger Wall

Amount of Grant: \$5,000.00
How Paid: Lump sum check
Unused Funds: County retains

County Match: Not required
Amount of Match Required: N/A
Where will county match funds come from: N/A

Begin Date June 15, 2020
End Date December 31, 2020

Purpose of Grant: To ensure the county has staffing, training, and equipment necessary so this November every eligible voter can participate in a safe and timely way and have their vote counted.

Other Entities Involved: None

Reporting Requirement: Due to CTCL by January 31, 2021

Note: The Center for Tech and Civic Life is a publicly supported 501(c)3 nonprofit organization, with a mix of financial support from foundations, individual donors, and through earned revenue.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Montague County

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

Government Entity

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) 3

Exemption from FATCA reporting code (if any) 3

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

PO Box 475

6 City, state, and ZIP code

Montague, TX 76251

Requester's name and address (optional)

Ginger Wall, Elections Administrator

PO Box 158

Montague, TX 76251

7 List account number(s) here (optional)

See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									

or

Employer identification number									
7	5	-	6	0	0	1	0	7	8

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



PRESIDENTIAL MEMORANDA

Memorandum on Deferring Payroll Tax Obligations in Light of the Ongoing COVID-19 Disaster

— BUDGET & SPENDING

Issued on: August 8, 2020



MEMORANDUM FOR THE SECRETARY OF THE TREASURY

SUBJECT: Deferring Payroll Tax Obligations in Light
of the Ongoing COVID-19 Disaster

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered as follows:

Section 1. Policy. The 2019 novel coronavirus (COVID-19) that originated in the People's Republic of China has caused significant, sudden, and unexpected disruptions to the American economy. On March 13, 2020, I determined that the COVID-19 pandemic is of sufficient severity and magnitude to warrant an emergency declaration under section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121-5207, and that is still the case today. American workers have been particularly hard hit by this ongoing disaster. While the Department of the Treasury has already undertaken historic efforts to alleviate the hardships of our citizens, it is clear that further temporary relief is necessary to support working Americans during these challenging times. To that end, today I am directing the Secretary of the Treasury to use his authority to defer certain payroll tax obligations with respect to the American workers most in need. This modest, targeted action will put money directly in the pockets of American workers and generate additional incentives for work and employment, right when the money is needed most.

Sec. 2. Deferring Certain Payroll Tax Obligations. The Secretary of the Treasury is hereby directed to use his authority pursuant to 26 U.S.C. 7508A to defer the withholding, deposit, and payment of the tax imposed by 26 U.S.C. 3101(a), and so much of the tax imposed by 26 U.S.C. 3201 as is attributable to the rate in effect under 26 U.S.C. 3101(a), on wages or compensation, as applicable, paid during the period of September 1, 2020, through December 31, 2020, subject to the following conditions:

(a) The deferral shall be made available with respect to any employee the amount of whose wages or compensation, as applicable, payable during any bi-weekly pay period generally is less than \$4,000, calculated on a pre-tax basis, or the equivalent amount with respect to other pay periods.

(b) Amounts deferred pursuant to the implementation of this memorandum shall be deferred without any penalties, interest, additional amount, or addition to the tax.

Sec. 3. Authorizing Guidance. The Secretary of the Treasury shall issue guidance to implement this memorandum.

Sec. 4. Tax Forgiveness. The Secretary of the Treasury shall explore avenues, including legislation, to eliminate the obligation to pay the taxes deferred pursuant to the implementation of this memorandum.

Sec. 5. General Provisions. (a) Nothing in this memorandum shall be construed to impair or otherwise affect:

(i) the authority granted by law to an executive department or agency, or the head thereof; or

(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.

(b) This memorandum shall be implemented consistent with applicable law and subject to the availability of appropriations.

(c) This memorandum is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

(d) You are authorized and directed to publish this memorandum in the Federal Register.

DONALD J. TRUMP

Part III - Administrative, Procedural, and Miscellaneous

Relief with Respect to Employment Tax Deadlines Applicable to Employers Affected by the Ongoing Coronavirus (COVID-19) Disease 2019 Pandemic

Notice 2020-65

On August 8, 2020, the President of the United States issued a Presidential Memorandum directing the Secretary of the Treasury (Secretary) to use his authority pursuant to section 7508A of the Internal Revenue Code (Code) to defer the withholding, deposit, and payment of certain payroll tax obligations.¹ Accordingly, the Secretary has determined that employers that are required to withhold and pay the employee share of social security tax under section 3102(a) or the railroad retirement tax equivalent under section 3202(a) are affected by the COVID-19 emergency for purposes of the relief described in the Presidential Memorandum and this notice (Affected Taxpayers). For Affected Taxpayers, the due date for the withholding and payment² of the tax imposed by section 3101(a), and so much of the tax imposed by

¹ The Presidential Memorandum is available at <https://www.federalregister.gov/d/2020-17899>.

² The deposit obligation for employee social security tax does not arise until the tax is withheld. Accordingly, by postponing the time for withholding the employee social security tax, the deposit obligation is delayed by operation of the regulations. Thus, this notice does not separately postpone the deposit obligation.

section 3201 as is attributable to the rate in effect under section 3101(a), on Applicable Wages, as defined herein, (collectively Applicable Taxes) is postponed until the period beginning on January 1, 2021, and ending on April 30, 2021.

Applicable Wages

For purposes of this notice, Applicable Wages means wages as defined in section 3121(a) or compensation as defined in section 3231(e)³ paid to an employee on a pay date during the period beginning on September 1, 2020, and ending on December 31, 2020, but only if the amount of such wages or compensation paid for a bi-weekly pay period is less than the threshold amount of \$4,000, or the equivalent threshold amount with respect to other pay periods. The determination of Applicable Wages is made on a pay period-by-pay period basis. If the amount of wages or compensation payable to an employee for a pay period is less than the corresponding pay period threshold amount, then that amount is considered Applicable Wages for the pay period, and the relief provided in this notice applies to those wages or that compensation paid to that employee for that pay period, irrespective of the amount of wages or compensation paid to the employee for other pay periods.

Payment of Deferred Applicable Taxes

An Affected Taxpayer must withhold and pay the total Applicable Taxes that the Affected Taxpayer deferred under this notice ratably from wages and compensation

³ Because Applicable Wages are defined as wages as defined in section 3121(a) and compensation as defined in section 3231(e), any amounts excluded from wages or compensation under these sections are not included when determining Applicable Wages.

paid between January 1, 2021 and April 30, 2021 or interest, penalties, and additions to tax will begin to accrue on May 1, 2021, with respect to any unpaid Applicable Taxes. If necessary, the Affected Taxpayer may make arrangements to otherwise collect the total Applicable Taxes from the employee.

Drafting Information

The principal authors of this notice are attorneys of the Office of Associate Chief Counsel, Employee Plans, Exempt Organizations, and Employment Taxes, with the participation of staff from other offices. For further information regarding the guidance under this notice, please call the Notice 2020-65 Hotline at (202) 317-5436 (not a toll-free number).

Agenda Item

From: Roy Darden <dardenpct1@gmail.com>

Sent: Mon, Sep 21, 2020 at 8:50 pm

To: l.moore@co.montague.tx.us

Please put the following on the Agenda:

TO DISCUSS AND CONSIDER PRECINCT 1 ENTERING A RENTAL AGREEMANT FOR AN EXCAVATOR FROM YELLOWHOUSE IN WICHITA FALLS, TO DO BRIDGE MAINTENCE AND CULVERT REPLACEMENT.

Thanks,

Roy Darden

EOG RESOURCES, INC.
 P.O. BOX 4362
 HOUSTON, TEXAS 77210-4362

CHECK No. 1192975275

VENDOR No. 229783

09/14/20

PAGE 1 OF 2

2100018 01 SD T 5880 035 -P00018 C06



MONTAGUE COUNTY
 P O BOX 475
 MONTAGUE TX 76251

VOUCHER NO.	INVOICE NO.	INVOICE DATE	DESCRIPTION	NET AMOUNT
306495	SEPT1120	09/11/20	WIP-LEGAL & PERMITTING	3,000.00
TOTAL CHECK AMOUNT				USD 3,000.00



DETACH AND RETAIN THIS STUB FOR YOUR RECORDS.



EOG RESOURCES, INC.
 P.O. BOX 4362
 HOUSTON, TEXAS 77210-4362

VENDOR No. 229783

62-20
 311

No. 1192975275

09/14/20

\$\$\$\$\$\$\$\$\$\$\$3,000.00

NOT VALID AFTER 90 DAYS

MONTAGUE COUNTY
 P O BOX 475
 MONTAGUE, TX 76251

PAY TO THE
 ORDER OF

Robert L. West
 AUTHORIZED SIGNATURE

Three Thousand and 00/100 Dollars

OPERATIONS ACCOUNT

CITIDANK, N.A.
 ONE PENN'S WAY, NEW CASTLE, DE 19720

⑈ 1192975275⑈ ⑆ 031100209⑆ 39110282⑈