STATE OF TEXAS
COUNTY OF BROWN

ORDER APPROVING RECORDS ARCHIVE PLAN

WHEREAS, Local Government Code, Section 118.011(f) enables the Commissioners' Court to adopt a Records Archive Fee, for the preservation and restoration services performed by the County Clerk in connection with maintaining a County Clerk records archive.

WHEREAS Commissioners' Court approved the collection of a Records Archive Fee of $10.00 to commence on October 1, 2026, which the County Clerk's office will collect at the time of filing or recording of any public record, excluding a state agency.

WHEREAS Sections 118.011 (f) of the Local Government Code was amended to increase the amount of the County Clerk Records Archive Fee when a non-court document is presented to the County Clerk for recording or filing from not more than $5.00 to not more than $10.00.

WHEREAS, with approval from the Commissioner's Court the County Clerk will collect a Records Archive Fee of $10.00 when a non-court document is presented for recording or filing.

WHEREAS, after Commissioners' Court approval of the County Clerk Records Archive Plan for FY 2026-2027, and the Plan being accepted as presented.

NOW THEREFORE, BE IT ORDERED by the Commissioners' Court of Brown County, pursuant to Local Government Code, Section 118.011 (f), hereby approves and adopts the County Clerk Annual Written Records Archive Plan for FY 2026-2027, finding that all postings and public hearing requirements have been met as per Local Government Code 118.025.

APPROVED AND ADOPTED, this 23 day of September, 2026.

BROWN COUNTY COMMISSIONERS' COURT

Tom Munson, Acting Brown County Judge

Commissioner Precinct #1

Commissioner Precinct #2

Commissioner Precinct #3

Commissioner Precinct #4

Attest:

Sharon Ferguson, Brown County Clerk

September 23, 2026
(Exhibit # 6)