



**MINUTES for Walker County Commissioners Court
REGULAR SESSION
Monday, August 11, 2025, 9:00 a.m.**



CALL TO ORDER

Be it remembered, Commissioners Court of Walker County was called to order by County Judge, Colt Christian at 9:00 a.m. in Commissioners Courtroom, 1st Floor, 1100 University Avenue, Huntsville Texas.

County Judge	Colt Christian	Present
Precinct 1, Commissioner	Danny Kuykendall	Present
Precinct 2, Commissioner	Ronnie White	Present
Precinct 3, Commissioner	Bill Daugette	Present
Precinct 4, Commissioner	Brandon Decker	Present

County Judge, Colt Christian stated a quorum was present. County Clerk, Kari French, certified the notice of the meeting was given in accordance with Section 551.001 of the Texas Government Code.

GENERAL ITEMS

Pledge of Allegiance and Texas Pledge were performed.
Prayer was led by Pastor, James Ray Necker.

CITIZENS INPUT

None

PRESENTATION

District Clerk, Leslie Wooley presented a 30 year plaque and gave her appreciation to Kim Bartee. Mrs. Bartee was congratulated and thanked for her years of dedicated service to the County.

CONSENT AGENDA

1. Approve minutes from Commissioners Court Regular Session held on July 28, 2025.
2. Approve minutes from Commissioners Court Special Session held on August 4, 2025.
3. Approve Disbursement Report for the period of 07/28/2025 – 08/11/2025.
4. Receive financial information as of August 1, 2025 for the fiscal year ending September 30, 2025.
5. Receive Financial Information as of Month End June 30, 2025, for the fiscal year ending September 30, 2025.
6. Approve payment of claims and invoices submitted for payment.
7. Receive Justice of the Peace Precinct 1 Report for June 2025.
8. Receive Justice of the Peace Precinct 2 Report for June 2025.
9. Receive Justice of the Peace Precinct 3 Report for June 2025.
10. Receive Justice of the Peace Precinct 4 Report for June 2025.
11. Receive 2025 Railroad Rolling Stock Certification for Walker County.
12. Receive the Community Supervision and Corrections Department FY 26-27 Biennium Budgets as approved by the Board of Judges on July 25, 2025.
13. Approve transfer of FAS# 11113, Dell OptiPlex 990 from SO to Surplus for auction or disposal.
14. Approve transfer of FAS# 11388, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
15. Approve transfer of FAS# 11390, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
16. Approve transfer of FAS# 11391, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
17. Approve transfer of FAS# 11394, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
18. Approve transfer of FAS# 11398, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
19. Approve transfer of FAS# 11405, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
20. Approve transfer of FAS# 11406, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
21. Approve transfer of FAS# 11408, Dell OptiPlex 9020 from SO to Surplus for auction or disposal.
22. Approve transfer of FAS# 11927, Dell OptiPlex 9010 from SO to Surplus for auction or disposal.
23. Approve transfer of FAS# 12646, Dell OptiPlex 7050 from IT Dept. to OEM.
24. Approve transfer of FAS# 12817, Microsoft Service Pro from Purchasing to OEM.
25. Approve transfer of FAS#12340 , Dell OptiPlex 9020 from OEM to Surplus for disposal or auction.
26. Approve transfer of FAS# 12996, Dell OptiPlex 7080 from OEM to Surplus for disposal or auction.
27. Approve transfer of FAS# 10980, Motorola XTL 2500 from OEM to Surplus for disposal or auction.
28. Approve transfer of FAS# 11969, Dell Latitude E5520 from OEM to Surplus for disposal or auction.
29. Approve transfer of FAS# 12381, LG Portable Air Conditioner to Surplus for disposal.
30. Approve transfer and disposal of FAS# 13737, 2017 Ford Expedition for SPU by auction.
31. Approve renewal of contract C2360-23-012, Oil & Emulsions – Cleveland Asphalt Products, Inc. (Primary), no price increase for FY 2026.

32. Approve renewal of contract C2360-23-012, Oil & Emulsions – Ergon Asphalt & Emulsions, Inc. (Secondary), no price increase for FY 2026.
33. Approve renewal of contract C2360-23-014, Generator Preventative Maintenance – Pro Generator Services LLC, no price increase for FY 2026.
34. Approve renewal of contract C2360-23-015, GIS Services – Lone Star Geographic Solutions, no price increase for FY 2026.
35. Approve renewal of contract C2360-24-008, Towing – Pete Johnson Towing, no price increase for FY 2026.
36. Approve renewal of contract C2360-25-012, Gasoline and Ultra Low Diesel Fuel – Navasota Oil Co. Inc, no price increase for FY 2026.
37. Approve renewal of contract C2360-25-016, In-Out Hauling Pneumatic Trailer – Slott Construction, Inc., no price increase for FY 2026.
38. Approve renewal of contract C2360-25-023, Type B Aggregates – Vulcan Construction Materials, LLC, no price increase for FY 2026.
39. Approve renewal of C2360-24-003, Mowing Pct. 3 – Lee Kuykendall with no price increase.
40. Approve renewal of C2360-24-010, External Audit Services – Patillo, Brown & Hill, with no price increase.
41. Approve renewal of C2360-25-003, Upfitting Law Enforcement Vehicle – Chevrolet Tahoe – Dana Safety Supply, Inc., with no price increase.

County Judge Christian asked to pull items 6 and 39.

MOTION: Made by Commissioner Daugette to APPROVE Consent Agenda with items 6 and 39 pulled for discussion.
SECOND: Made by Commissioner Decker.
VOTE: Motion carried unanimously.

- (6.) Approve payment of claims and invoices submitted for payment.
There was discussion with the Court.

MOTION: Made by Commissioner White to APPROVE claims and invoices submitted for payment.
SECOND: Made by Commissioner Decker.
VOTE: Motion carried unanimously.

- (39.) Approve renewal of C2360-24-003, Mowing Pct. 3 – Lee Kuykendall with no price increase.

MOTION: Made by Commissioner Decker to approve renewal of C2360-24-003, Mowing Pct. 3, Lee Kuykendall with no price increase.
SECOND: Made by Commissioner Daugette.
PRESENT NOT VOTING: Commissioner White.
PRESENT NOT VOTING: Commissioner Kuykendall.
VOTE: Motion carried.

STATUTORY AGENDA

DFPS

42. Presentation on Texas Department of Family & Protective Service (DFPS) Faith-Based and Community Engagement (FBCE) initiatives.
Candace Ramos, Faith Based Community Specialist, presented information.

ACTION: Presentation received by Court.

Jail

43. Discuss and take action on the purchase of four (4) 21” Yardman lawn mowers at a cost of \$257.99 each and two (2) Echo backpack blowers at \$399.00 each for Litter Control Program, total amount \$1,829.96.
Keith Dehart presented information.

MOTION: Made by Commissioner Decker to APPROVE the purchase of four (4) 21” Yardman lawn mowers at a cost of \$257.99 each and two (2) Echo backpack blowers at \$399.00 each for Litter Control Program, total amount \$1,829.96. To be paid from budgeted funds.
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

Purchasing

44. Discuss and action on the award of solicitation C2360-26-008, In/Out County Hauling for FY 2026, with four (4) one (1) year options to renew.
Cheryl Cowart presented information.

MOTION: Made by Commissioner Decker to APPROVE the award of solicitation C2360-26-008, In/Out County Hauling for FY 2026, with four (4) one (1) year options to renew with the primary to be Ellis Walker.

SECOND: Made by Commissioner Dauge.

VOTE: Motion carried unanimously.

Commissioners Court

45. Receive an update on ongoing opioid litigation matters from Mike Park, Park Law Firm.

EXECUTIVE SESSION

ACTION: County Judge, Colt Christian called Executive Session under **Section 551.071** at 9:17 a.m.

ACTION: County Judge, Colt Christian reconvened back in to Regular Session at 9:26 a.m.

ACTION: Update received by Court.

46. Discuss and take action on approval for Park Law Firm to participate in the Purdue Direct Settlement Program on behalf of Walker County.

MOTION: Made by Judge Christian to APPROVE for Park Law Firm to participate in the Purdue Direct Settlement Program on behalf of Walker County with authority to sign on behalf of the County.

SECOND: Made by Commissioner White.

VOTE: Motion carried unanimously.

47. Discuss and receive information on certified values, final calculations and notices for the No-New-Revenue tax rate and Voter-Approval Tax Rate.

Patricia Allen presented information.

Rates as follows: No-New- Revenue Tax Rate: \$ 0.4371, Voter Approved Tax Rate: \$ 0.4887,

Debt Rate: \$ 0.0184

ACTION: Received by Court.

Judge Christian deviated to item 53.

48. Discuss and take action on amending Budget and Financial Policies.

Patricia Allen presented information. There was discussion on pay scale to show a group for EMS positions as budgeted. Further use of funds for requested supplemental items discussed that not funded in draft. EMS alternate plan to move three)3) positions to Paramedics.

MOTION: Made by Commissioner Dauge to APPROVE amending Budget and Financial Policies as discussed in Court.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

49. Discuss and take action on filing the proposed budget with the County Clerk.

MOTION: Made by Commissioner Dauge to APPROVE filing the proposed budget with the County Clerk as presented in Court with changes including:
Modify pay scale to reflect EMS pay at Midpoint;
Modify EMS employee allocation and pay scale to reflect EMS Paramedic retention and recruitment plan as discussed in Workshop;
Modify to reflect funding \$213,128.00 to long term planning;
Allocating \$100,000.00 to Planning and Development for Engineering recruitment;

SECOND: Made by Commissioner Decker.

VOTE: Motion carried unanimously.

50. Discuss and take action on scheduling the public hearing on August 25, 2025, at 9:00 am for the proposed budget for October 1, 2025 thru September 30, 2026 at the Walker County Court House.

MOTION: Made by Commissioner Dauge to APPROVE scheduling the public hearing on August 25, 2025, at 9:00 am at the Walker County Court House.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

51. Discuss and take action on proposed tax rate for the October 1, 2025 thru September 30, 2026 budget to include in the Notice of Meeting to Vote on Proposed Tax Rate (record vote).

MOTION: Made by Commissioner Decker to APPROVE proposed tax rate for the October 1, 2025 thru September 30, 2026 budget to include in the Notice of Meeting to Vote on Proposed Tax Rate of: Operations tax rate \$0.4387 per \$100 of assessed valuation; A debt tax rate of \$0.0184 per \$100 of assessed valuation; Total tax rate of \$0.4571 per \$100 of assessed valuation.

SECOND: Made by Commissioner Daugette.

RECORD VOTE:

County Judge Christian	For
Commissioner Kuykendall	For
Commissioner White	For
Commissioner Daugette	For
Commissioner Decker	For

VOTE: Motion carried.

52. Discuss and take action on scheduling the public hearing on August 25, 2025, at 9:05 am at the Walker County Court House on the proposed tax rate for the fiscal year October 1, 2025 through September 30, 2026.

MOTION: Made by Commissioner Daugette to APPROVE scheduling the public hearing on August 25, 2025, at 9:05 am at the Walker County Court House on the proposed tax rate for the fiscal year October 1, 2025 through September 30, 2026.

SECOND: Made by Commissioner Decker.

VOTE: Motion carried unanimously.

Judge Christian deviated from item 48.

53. Discuss and take action on agreement with the City of Riverside for pothole repairs.
Commissioner Daugette presented information.

MOTION: Made by Commissioner Daugette to APPROVE agreement with the City of Riverside for pothole repairs.

SECOND: Made by Commissioner Decker.

VOTE: Motion carried unanimously.

54. Discuss and take action on approving a temporary working easement for a drainage project on Wood Farm road.
Commissioner Daugette presented information.

MOTION: Made by Commissioner Daugette to APPROVE a temporary working easement for a drainage project on Wood Farm road.

SECOND: Made by Commissioner Decker.

VOTE: Motion carried unanimously.

55. Discuss and take action on Road Service Agreement between U.S. Forest Service and Walker County for asphalt resurfacing of Stubblefield Lake Rd.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE the Road Service Agreement between U.S. Forest Service and Walker County for asphalt resurfacing of Stubblefield Lake Rd. with the County Judge having the ability to sign all contracts as needed.

SECOND: Made by Commissioner Daugette.

VOTE: Motion carried unanimously.

56. Discuss and take action to approve engineering for Stubblefield Lake Rd.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE engineering for Stubblefield Lake Rd. with Bleyl Engineering to be the contract.

SECOND: Made by Commissioner Kuykendall.

VOTE: Motion carried unanimously.

57. Discuss and take action on interlocal agreement between Montgomery County and Walker County.
Commissioner Decker presented information.

MOTION: Made by Commissioner Decker to APPROVE Interlocal agreement between Montgomery County and Walker County.
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

58. Discuss and take action on paying Ernst Parking Lot for a total \$36,630 with the City of Huntsville and the County each paying \$18,315.
County Judge presented information. There was discussion with the Court.

ACTION: Pass at this time.

59. Discuss and take action on SETH request for signature of approval for Resolution approving assignment of private activity bond authority to Texas Department of Housing and Community Affairs.
County Judge presented information. There was discussion with the Court.

MOTION: Made by Judge Christian to APPROVE SETH request for signature of approval for Resolution approving assignment of private activity bond authority to Texas Department of Housing and Community Affairs.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

60. Discuss and take action on purchase of a Christmas tree for the courthouse.
County Judge presented information. There was discussion with the Court.

MOTION: Made by Commissioner White to APPROVE the purchase of a Christmas tree for the courthouse.
SECOND: Made by Commissioner Kukendall.
VOTE: Motion carried unanimously.

61. Discuss and take action on Order of Special Election to be held November 4, 2025.

MOTION: Made by Commissioner White to APPROVE Order of Special Election to be held November 4, 2025.
SECOND: Made by Commissioner Decker.
VOTE: Motion carried unanimously.

62. Discuss and take action on Notice of Special Election to be held November 4, 2025.

MOTION: Made by Commissioner Decker to APPROVE Notice of Special Election to be held November 4, 2025.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

Planning & Development

63. Public hearing concerning Plat # 2025-018, Replat of Lots 47 and 48, Block 4, of the Deer Forest Subdivision, Jose Maria De La Garza Survey, A-22 – Exploration Road - Pct. 4.

ACTION: Public Hearing began at 9:41 a.m.
Andy Isbell presented information.
ACTION: Public Hearing closed at 9:42 p.m.

64. Discuss and take action on Plat # 2025-018, Replat of Lots 47 and 48, Block 4, of the Deer Forest Subdivision, Jose Maria De La Garza Survey, A-22 – Exploration Road - Pct. 4.
Andy Isbell presented information.

MOTION: Made by Commissioner Decker to APPROVE Plat # 2025-018, Replat of Lots 47 and 48, Block 4, of the Deer Forest Subdivision.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

65. Discuss and take action on Plat # 2023-008, Woodhaven Subdivision, Daniel J. Toler Survey, A-546 – Jones Road/Gregory Lane – Pct. 4.

Andy Isbell presented information.

MOTION: Made by Commissioner Decker to APPROVE Plat # 2023-008, Woodhaven Subdivision, Daniel J. Toler Survey.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

66. Discuss and take action on plans for roads and drainage for Waverly Place, Section 3 Plat # 2020-038, John Sadler Survey, A-45 - FM 1375 – Pct. 4.

Andy Isbell presented information.

MOTION: Made by Commissioner Decker to APPROVE plans for roads and drainage for Waverly Place, Section 3 Plat # 2020-038, with what is on the letter dated July 31, 2025 from Bleyl under subject and conditions completed.
SECOND: Made by Commissioner Kuykendall.
VOTE: Motion carried unanimously.

67. Discuss and take action on Bond (No. 108091525) for Waverly Place, Section 3 Plat # 2020-038, John Sadler Survey, A-45 - FM 1375 – Pct. 4.

Andy Isbell presented information.

MOTION: Made by Commissioner Decker to APPROVE Bond (No. 108091525) for Waverly Place, Section 3 Plat # 2020-038, subject to final signatures and date.
SECOND: Made by Commissioner White.
VOTE: Motion carried unanimously.

68. Discuss and take action on Waverly Place, Section 3 final Plat # 2020-038, John Sadler Survey, A-45 - FM 1375 – Pct. 4.

Andy Isbell presented information.

MOTION: Made by Commissioner Decker to APPROVE Waverly Place, Section 3 final Plat # 2020-038, condition upon the dates on the final plats.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

69. Discuss and take action on The Aspen Utility, LLC / Comcast request for variance from Utility Installation Request (UIR) engineering requirements for fiber installation regarding location of existing utilities, drawings showing profile views and right-of way.

Andy Isbell presented information. Jessica Beemer and Ernie Spicer with Comcast Government Affairs presented information. Stephanie DeLoss with Bleyl spoke via zoom, regarding the request. There was discussion with the Court.

MOTION: Made by Commissioner Decker to APPROVE The Aspen Utility, LLC / Comcast request for variance from Utility Installation Request (UIR) engineering requirements for fiber installation regarding location of existing utilities, drawings showing profile views and the installer accepts the responsibility to locate all improvements with in public right of ways with adhering to the conditions as stated in the August 5, 2025 letter from Bleyl Engineering.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

70. Discuss and take action on Marshall Mims request for variance to Section(s) 3.1, 3.11, and 3.25 of the Walker County Subdivision Regulations regarding platting requirements for his property, 4.640 ac. / 1.00 ac. in the L.M. Collard Survey, A-10 – Tafelski Road – Pct. 4.

MOTION: Made by Commissioner Decker to APPROVE Marshall Mims request for variance to Section(s) 3.1, 3.11, and 3.25 of the Walker County Subdivision Regulations regarding platting requirements for his property to be by meets and bounds.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

71. Discuss and take action on modification of requirement(s) for variances previously granted to J & H Navasota Development on 6/3/2024 regarding points of access and Section A1.1 regarding plat requirements for 32.8305-acre parcel on FM 1375. New owner of 12.800-acre portion of this tract is seeking modification to requirements given to prior owner in order to move forward with their development/permit(s).
Andy Isbell presented information. Jeremy McCrorey with Spear Point Engineering presented information.

ACTION: PASS at this time.

*Judge Christian called for a break at 10:39 a.m.
Judge Christian reconvened at 10:47 a.m.*

BUDGET WORKSHOP

ACTION: Workshop began at 10:47 a.m.

Auditor, Patricia Allen presented information. There was discussion with the Court.

- *Policies*
- *Workshop packet*
- *EMS Alternate*
- *Tax Packet*

ACTION: Workshop closed at 11:42 a.m.

Judge Christian deviated back to item 48.

ACTION: *County Judge, Colt Christian adjourned the meeting at 11:47 a.m.*

I, Kari A. French, County Clerk of Walker County, Texas, do hereby certify that these Commissioners Court Minutes are a true and correct record of the proceedings from the Meeting on August 11th 2025.

Walker County Clerk, Kari A. French

Walker County Judge, Colt Christian

Date Minutes Approved by Commissioners



**MINUTES for Walker County Commissioners Court
SPECIAL SESSION
Monday, August 21, 2025, 8:30 a.m.**

CALL TO ORDER

Be it remembered, Commissioners Court of Walker County was called to order by County Judge, Colt Christian at 8:34 a.m. in Commissioners Courtroom, 1st Floor, 1100 University Avenue, Huntsville Texas.

County Judge	Colt Christian	Present
Precinct 1, Commissioner	Danny Kuykendall	Absent
Precinct 2, Commissioner	Ronnie White	Present
Precinct 3, Commissioner	Bill Daugette	Present
Precinct 4, Commissioner	Brandon Decker	Present

County Judge, Colt Christian stated a quorum was present. County Clerk Chief Deputy, Maren Gladden, certified the notice of the meeting was given in accordance with Section 551.001 of the Texas Government Code.

GENERAL ITEMS

Prayer was led by Ali Hargis Wood.
Pledge of Allegiance and Texas Pledge were performed.

CITIZENS INPUT

None

CONSENT AGENDA

None

STATUTORY AGENDA

Tax Assessor-Collector

1. Discuss and take action to accept the purchase of new electronic pollbooks with funds from the Election Services Fund to replace existing pollbooks for the November 2025 election and future elections.

MOTION: Made by Commissioner Decker to **APPROVE** the purchase of new electronic pollbooks with funds from the Election Services Fund to replace existing pollbooks for the November 2025 election and future elections.
SECOND: Made by Commissioner Daugette.
VOTE: Motion carried unanimously.

ACTION: County Judge, Colt Christian adjourned the meeting at 8:35 a.m.

I, Kari A. French, County Clerk of Walker County, Texas, do hereby certify that these Commissioners Court Minutes are a true and correct record of the proceedings from the Meeting on August 4, 2025.

Walker County Clerk, Kari A. French

Walker County Judge, Colt Christian

Date Minutes Approved by Commissioners

Disbursement Report 08/11/2025 - 08/25/2025

Payment Journal DISB 08/11/2025	482,056.08
Payment Journal DISB1 08/11/2025	7,522.94
Payment Journal DISB 08/15/2025	49,012.99

ACH PAYMENTS

ACH 08/11/2025	340,904.63
ACH TOT 08/11/2025	58,981.21

Payroll

DNP:

IRS 08/15/2025	251,064.35
TDCJ 08/11/2025	6,494.85
TCDRS 08/15/2025	460,719.02
Nationwide 08/15/2025	2,863.00
TX State Disb 08/15/2025	2,094.96

VOID:

Check register and eft/draft Total	1,661,714.03
Dynamics Total	(\$1,661,714.03)
- difference -**	-
Total Disbursement	\$ 1,661,714.03

Walker County Disbursement Report 08/11/2025 - 08/25/2025

DatePaid	CheckReference	Vendor	CostCenter	Amount
8/11/2025	000000000006954	12281-Bleyl Engineering	General Government Projects	2,600.00
8/11/2025	000000000006955	12281-Bleyl Engineering	Planning and Development	22,987.75
8/11/2025	000000000006956	12281-Bleyl Engineering	Planning and Development	27,763.50
8/11/2025	000000000006957	12281-Bleyl Engineering	RB Grant-CDBG-MIT E999	146,748.00
8/11/2025	000000000006958	12281-Bleyl Engineering	RB Grant-CDBG-MIT F003	114,151.43
8/11/2025	000000000006959	13258-Summit Food Service, LLC	County Jail	8,885.68
8/11/2025	000000000006960	13258-Summit Food Service, LLC	County Jail	8,921.33
8/11/2025	000000000006961	13258-Summit Food Service, LLC	County Jail	8,846.94
8/11/2025	000000000006962	10095-RB Everett & Company	Road and Bridge General	846.27
8/11/2025	000000000006963	10143-Walker County Hardware	County Facilities	54.54
8/11/2025	000000000006963	10143-Walker County Hardware	County Jail	5.98
8/11/2025	000000000006963	10143-Walker County Hardware	Litter Control - General Fund	8.99
8/11/2025	000000000006963	10143-Walker County Hardware	Litter Control - General Fund	9.98
8/11/2025	000000000006963	10143-Walker County Hardware	Road and Bridge Precinct 1	362.37
8/11/2025	000000000006963	10143-Walker County Hardware	Road and Bridge Precinct 1	33.65
8/11/2025	000000000006963	10143-Walker County Hardware	Road and Bridge Precinct 2	118.87
8/11/2025	000000000006963	10143-Walker County Hardware	Road and Bridge Precinct 3	15.58
8/11/2025	000000000006963	10143-Walker County Hardware	Walker County EMS - Emergency Services	52.97
8/11/2025	000000000006964	11009-City of Huntsville	Adult Probation Support- General Fund	232.21
8/11/2025	000000000006964	11009-City of Huntsville	County Facilities	2,539.01
8/11/2025	000000000006964	11009-City of Huntsville	Criminal District Attorney	97.30
8/11/2025	000000000006964	11009-City of Huntsville	Emergency Operations	396.38
8/11/2025	000000000006964	11009-City of Huntsville	Facilities-Justice Center Municipal Allocation	104.38
8/11/2025	000000000006964	11009-City of Huntsville	Juvenile Probation Support - General Fund	79.09
8/11/2025	000000000006964	11009-City of Huntsville	Litter Control - General Fund	511.48
8/11/2025	000000000006964	11009-City of Huntsville	Road and Bridge Precinct 1	428.22
8/11/2025	000000000006964	11009-City of Huntsville	SPU - State General Allocation	84.70
8/11/2025	000000000006964	11009-City of Huntsville	SPU Juvenile Division	76.91
8/11/2025	000000000006964	11009-City of Huntsville	Texas AgriLife Extension Service	107.31
8/11/2025	000000000006964	11009-City of Huntsville	Walker County Central Dispatch Services	46.39
8/11/2025	000000000006964	11009-City of Huntsville	Walker County EMS - Emergency Services	78.28
8/11/2025	000000000006965	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 1	1,740.41
8/11/2025	000000000006965	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 1	1,720.50
8/11/2025	000000000006965	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 2	11,648.60
8/11/2025	000000000006965	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 3	7,171.46
8/11/2025	000000000006965	12499-Vulcan Construction Materials, LLC	Road and Bridge Precinct 4	29,069.39
8/11/2025	000000000006966	13562-Prestige Tower Services	IT Hardware/Software	1,339.99
8/11/2025	259162	10008-Able Glass & Mirror Company, Inc.	Road and Bridge Precinct 1	256.90

8/11/2025	259163	10274-All Temp Heating & Air Conditioning	County Facilities	112.50
8/11/2025	259164	13728-Amwins Group Benefits LLC	Balance Sheet Accounts	559.39
8/11/2025	259164	13728-Amwins Group Benefits LLC	Centralized Costs	16,512.52
8/11/2025	259164	13728-Amwins Group Benefits LLC	SPU Criminal	2,237.56
8/11/2025	259165	13502-Antwi, Stephen	County Jail Inmate Medical Cost Center	8,500.00
8/11/2025	259166	12390-Array	SPU Civil Division	872.05
8/11/2025	259167	10218-ASCO Equipment	Road and Bridge Precinct 3	764.39
8/11/2025	259167	10218-ASCO Equipment	Road and Bridge Precinct 4	283.08
8/11/2025	259168	10250-AT&T Mobility	Sheriff	111.22
8/11/2025	259169	12518-AT&T Mobility	Road and Bridge Precinct 4	72.01
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	County Facilities	57.18
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	County Jail	0.00
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	County Jail	180.15
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	County Jail	102.51
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Litter Control - General Fund	127.18
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Litter Control - General Fund	69.15
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 1	10.98
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 1	52.36
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	21.98
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	93.99
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 2	97.03
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	8.37
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	319.51
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Road and Bridge Precinct 3	69.98
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Sheriff	36.13
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Sheriff	1,111.33
8/11/2025	259170	13614-Auto Parts of Huntsville, Inc	Walker County EMS - Emergency Services	243.83
8/11/2025	259172	10629-Bennett Law Office PC	County Court at Law	1,600.00
8/11/2025	259173	10345-Bill Fick Ford	Walker County EMS - Emergency Services	22.50
8/11/2025	259174	14299-Borbor, Byanka	Juvenile Probation Support - General Fund	49.70
8/11/2025	259175	10488-Brazos County Sheriff's Office	County Jail	350.00
8/11/2025	259176	13277-Buckeye Cleaning Center - Houston	County Facilities	567.90
8/11/2025	259176	13277-Buckeye Cleaning Center - Houston	County Jail	1,891.02
8/11/2025	259177	10496-Burton Auto Supply	Road and Bridge Precinct 3	29.53
8/11/2025	259177	10496-Burton Auto Supply	Road and Bridge Precinct 3	158.14
8/11/2025	259178	14336-Canon U.S.A., Inc.	County Auditor	122.04
8/11/2025	259178	14336-Canon U.S.A., Inc.	County Jail	83.55
8/11/2025	259178	14336-Canon U.S.A., Inc.	Justice of Peace Precinct 1	95.51
8/11/2025	259178	14336-Canon U.S.A., Inc.	Road and Bridge Precinct 1	22.99
8/11/2025	259178	14336-Canon U.S.A., Inc.	SPU Civil Division	9.97

8/11/2025	259179	10339-Cavender's Boot City	Road and Bridge Precinct 2	377.88
8/11/2025	259180	10036-CenterPoint Energy	Justice of Peace Precinct 4	39.28
8/11/2025	259180	10036-CenterPoint Energy	Road and Bridge Precinct 4	39.28
8/11/2025	259181	12490-Cintas Corporation #2	Road and Bridge Precinct 3	11.70
8/11/2025	259181	12490-Cintas Corporation #2	Road and Bridge Precinct 3	338.27
8/11/2025	259182	10021-City of New Waverly	Justice of Peace Precinct 4	122.77
8/11/2025	259182	10021-City of New Waverly	Road and Bridge Precinct 4	301.48
8/11/2025	259182	10021-City of New Waverly	Weigh Station Utilites and Services	353.59
8/11/2025	259183	14005-Clinical Solutions Pharmacy	County Jail Inmate Medical Cost Center	9,173.56
8/11/2025	259184	10023-Coburn's Huntsville # 15	County Facilities	89.76
8/11/2025	259184	10023-Coburn's Huntsville # 15	Road and Bridge Precinct 1	216.00
8/11/2025	259184	10023-Coburn's Huntsville # 15	Road and Bridge Precinct 4	183.60
8/11/2025	259185	10823-Connell, Joseph	Emergency Operations	2,000.00
8/11/2025	259186	14435-Corcoran, Anthony	Sheriff	100.00
8/11/2025	259187	13670-Cowboy Contractors, LLC	General Government Projects	4,584.00
8/11/2025	259188	10831-Cross, Shellie M	Adult Basic Supervision	56.00
8/11/2025	259189	14049-Dana Safety Supply, Inc.	Sheriff	67,870.52
8/11/2025	259189	14049-Dana Safety Supply, Inc.	Sheriff SB22 Grant FY 2025	33,935.26
8/11/2025	259190	10083-Elections Systems & Software, Inc.	Elections	1,871.56
8/11/2025	259190	10083-Elections Systems & Software, Inc.	Elections	269.34
8/11/2025	259191	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 1	27,795.05
8/11/2025	259191	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 2	18,064.63
8/11/2025	259191	11390-Ellis D. Walker Trucking, LLC	Road and Bridge Precinct 3	5,730.69
8/11/2025	259192	13617-English, Tim	SPU - State General Allocation	272.00
8/11/2025	259193	12271-Enterprise Rent a Car	Sheriff	1,701.48
8/11/2025	259194	10038-Federal Express Corporation	Centralized Costs	7.61
8/11/2025	259194	10038-Federal Express Corporation	SPU Civil Division	8.71
8/11/2025	259195	13606-Fort Bend County	Juvenile Probation Support - General Fund	5,425.00
8/11/2025	259196	13662-Fort Bend Medical Examiner	Centralized Costs	15,600.00
8/11/2025	259197	10412-Frazer, LTD	Walker County EMS - Emergency Services	959.58
8/11/2025	259198	10799-Gault, Marc F	SPU Juvenile Division	156.00
8/11/2025	259199	12284-Goodwin-Lasiter, Inc.	Planning and Development	1,231.81
8/11/2025	259200	10302-Governmental Collectors Association of Texas	County Treasurer - Collections	220.00
8/11/2025	259201	13669-GovOS	County Clerk	1,455.14
8/11/2025	259202	10174-Grainger	County Facilities	48.08
8/11/2025	259203	11776-GTS Technology Solutions, Inc.	County Treasurer - Collections	1,540.89
8/11/2025	259203	11776-GTS Technology Solutions, Inc.	IT Hardware/Software	3,428.64
8/11/2025	259204	14431-Gutierrez, Jodie	Walker County EMS - Emergency Services	96.00
8/11/2025	259205	13640-Henson Chrysler Dodge Jeep Ram	Walker County EMS - Emergency Services	751.07
8/11/2025	259206	13640-Henson Chrysler Dodge Jeep Ram	Sheriff	143.67

8/11/2025	259206	13640-Henson Chrysler Dodge Jeep Ram	Walker County EMS - Emergency Services	499.49
8/11/2025	259207	13765-Hersom Law Firm	County Court at Law	2,500.00
8/11/2025	259208	12504-Hill, Stephen	Balance Sheet Accounts	235.00
8/11/2025	259209	10317-Home Depot	County Facilities	25.94
8/11/2025	259209	10317-Home Depot	County Facilities	152.20
8/11/2025	259209	10317-Home Depot	County Facilities	301.62
8/11/2025	259209	10317-Home Depot	County Facilities	8.94
8/11/2025	259209	10317-Home Depot	County Jail	170.82
8/11/2025	259209	10317-Home Depot	Road and Bridge Precinct 2	67.95
8/11/2025	259209	10317-Home Depot	Road and Bridge Precinct 2	290.33
8/11/2025	259210	13654-Honey Bucket	Weigh Station Utilites and Services	100.00
8/11/2025	259211	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 1	215.00
8/11/2025	259211	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 2	183.95
8/11/2025	259211	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 2	172.12
8/11/2025	259211	11389-Huntsville A-1 Tire Repair, LLC	Road and Bridge Precinct 4	100.00
8/11/2025	259212	10324-Huntsville Discount Tires	Walker County EMS - Emergency Services	424.06
8/11/2025	259213	10502-Huntsville Farm Supply, LLC	Road and Bridge Precinct 1	580.00
8/11/2025	259214	10067-Huntsville Truck & Tractor, Inc.	Road and Bridge Precinct 3	335.22
8/11/2025	259214	10067-Huntsville Truck & Tractor, Inc.	Road and Bridge Precinct 4	159.96
8/11/2025	259215	10069-ICS Jail Supplies, Inc.	Sheriff Commissary Operations	2,499.92
8/11/2025	259216	13571-Impact Promotional Services, LLC	Walker County EMS - Emergency Services	176.26
8/11/2025	259217	14126-Jeffcoat, Joe	County Jail	100.00
8/11/2025	259218	11446-Johnson Wrecker Service	Road and Bridge Precinct 2	510.00
8/11/2025	259218	11446-Johnson Wrecker Service	Road and Bridge Precinct 3	1,102.00
8/11/2025	259218	11446-Johnson Wrecker Service	Sheriff	527.00
8/11/2025	259219	11811-Law Office of Joseph W Krippel	12th Judicial District Court	100.00
8/11/2025	259219	11811-Law Office of Joseph W Krippel	278th Judicial District Court	13,241.63
8/11/2025	259219	11811-Law Office of Joseph W Krippel	County Court at Law	5,400.00
8/11/2025	259220	14110-Law Office of Paul Morrison	278th Judicial District Court	1,000.00
8/11/2025	259221	10313-Legal Shield	Balance Sheet Accounts	160.60
8/11/2025	259222	10077-Lexis-Nexis	Criminal District Attorney	1,180.00
8/11/2025	259222	10077-Lexis-Nexis	Law Library	647.26
8/11/2025	259223	13448-Light, Bobby	Adult Basic Supervision	500.00
8/11/2025	259224	10073-Linde Gas & Equipment, Inc.	Road and Bridge Precinct 3	39.10
8/11/2025	259224	10073-Linde Gas & Equipment, Inc.	Walker County EMS - Emergency Services	1,588.98
8/11/2025	259225	14122-Live Oak Environmental LLC	Road and Bridge Precinct 2	159.74
8/11/2025	259225	14122-Live Oak Environmental LLC	Road and Bridge Precinct 3	801.77
8/11/2025	259226	13754-Lolley, William	County Jail	100.00
8/11/2025	259227	14053-Matlak, Michael	278th Judicial District Court	1,100.00
8/11/2025	259228	14385-McCormick, Ryan	Texas AgriLife Extension Service	1,335.64

8/11/2025	259229	10078-McCoy's Building Supply Center	Road and Bridge Precinct 2	285.26
8/11/2025	259230	10434-McKesson Medical-Surgical Government Solutions, LLC	County Jail Inmate Medical Cost Center	300.58
8/11/2025	259231	10547-Mustang Cat	Road and Bridge Precinct 1	5,785.29
8/11/2025	259232	13904-NarcBox, EMS Logik	Walker County EMS - Emergency Services	30.00
8/11/2025	259233	14330-Navasota Oil Co., Inc.	Road and Bridge Precinct 2	10,256.91
8/11/2025	259234	13270-New Horizons Mental Wellness Counseling	Juvenile HGAC Services Grant	825.00
8/11/2025	259235	13796-ODP Business Solutions, LLC	County Clerk	45.20
8/11/2025	259235	13796-ODP Business Solutions, LLC	County Jail	605.27
8/11/2025	259235	13796-ODP Business Solutions, LLC	County Jail	375.41
8/11/2025	259235	13796-ODP Business Solutions, LLC	Historical Commission	110.90
8/11/2025	259235	13796-ODP Business Solutions, LLC	Justice of Peace Precinct 2	119.96
8/11/2025	259235	13796-ODP Business Solutions, LLC	Justice of Peace Precinct 3	102.93
8/11/2025	259235	13796-ODP Business Solutions, LLC	Texas AgriLife Extension Service	0.00
8/11/2025	259235	13796-ODP Business Solutions, LLC	Walker County Central Dispatch Services	179.70
8/11/2025	259235	13796-ODP Business Solutions, LLC	Walker County Central Dispatch Services	21.26
8/11/2025	259235	13796-ODP Business Solutions, LLC	Walker County EMS - Emergency Services	622.22
8/11/2025	259236	10459-Onsolve, LLC	Walker County Central Dispatch Services	21,828.60
8/11/2025	259237	10594-P2 Emulsions	Road and Bridge Precinct 3	15,013.31
8/11/2025	259238	13615-Payne, Marcus	Justice of Peace Precinct 2	391.20
8/11/2025	259239	10645-Pegasus Schools Inc.	Juvenile State/Grant Aid	7,047.54
8/11/2025	259240	10216-Performance Truck	Road and Bridge General	10,319.92
8/11/2025	259241	10092-Powers Auto Supply	Constable Precinct 4	17.95
8/11/2025	259241	10092-Powers Auto Supply	Road and Bridge Precinct 4	257.63
8/11/2025	259241	10092-Powers Auto Supply	Road and Bridge Precinct 4	20.68
8/11/2025	259242	10238-Precision Pest Control	County Facilities	1,145.00
8/11/2025	259243	14057-Pro Generator Services, LLC	County Facilities	1,150.08
8/11/2025	259244	14008-Quisenberry, Eric	SPU - State General Allocation	272.00
8/11/2025	259245	14432-Reamy, Charla	SPU Civil Division	1,680.00
8/11/2025	259246	14273-Rebel Contractors Inc	Road and Bridge Precinct 4	6,114.36
8/11/2025	259247	10098-Reliable Parts Co.	Constable Precinct 3	119.52
8/11/2025	259247	10098-Reliable Parts Co.	Road and Bridge Precinct 1	493.27
8/11/2025	259247	10098-Reliable Parts Co.	Road and Bridge Precinct 2	1.69
8/11/2025	259247	10098-Reliable Parts Co.	Road and Bridge Precinct 2	36.60
8/11/2025	259247	10098-Reliable Parts Co.	Road and Bridge Precinct 2	204.31
8/11/2025	259248	14430-Reliable Transmission Service Texas LLC	Road and Bridge Precinct 3	7,546.35
8/11/2025	259249	14286-Ricoh USA, Inc.	Justice of Peace Precinct 2	9.00
8/11/2025	259250	13655-Riley, Michael	278th Judicial District Court	2,790.00
8/11/2025	259250	13655-Riley, Michael	County Court at Law	2,100.00
8/11/2025	259251	10892-Ringo, Katy	Juvenile Probation Support - General Fund	76.72
8/11/2025	259252	10106-S & S Pipe & Supply, Inc.	Road and Bridge Precinct 3	530.00

8/11/2025	259253	10356-Sam Houston Memorial Funeral Home	Centralized Costs	1,857.00
8/11/2025	259254	14347-Sames Laredo Chevrolet, Inc.	Sheriff	52,070.25
8/11/2025	259255	11083-Saumell, Jill	Juvenile Probation Support - General Fund	253.61
8/11/2025	259256	10172-Scott Merriman, Inc.	District Clerk Rider for Prosecution	2,675.00
8/11/2025	259257	10384-Security Benefit Group	Balance Sheet Accounts	50.00
8/11/2025	259258	10243-SHI Government Solutions	County Auditor-Financial Systems	6,521.20
8/11/2025	259259	14425-Simler, Chris	SPU Civil Division	88.00
8/11/2025	259260	13731-Simple Cellular	SPU Juvenile Division	165.00
8/11/2025	259261	12171-SLS Litigation Services, LLC	SPU Civil Division	2,026.90
8/11/2025	259261	12171-SLS Litigation Services, LLC	SPU Civil Division	540.00
8/11/2025	259262	13324-Smith County	Juvenile Probation Support - General Fund	7,786.25
8/11/2025	259263	14402-Smith, Samantha	Texas AgriLife Extension Service	49.28
8/11/2025	259264	10454-Southern Tire Mart, LLC	Road and Bridge Precinct 2	2,590.00
8/11/2025	259264	10454-Southern Tire Mart, LLC	Sheriff	2,182.92
8/11/2025	259265	12085-Staples Advantage	County Facilities	228.70
8/11/2025	259265	12085-Staples Advantage	County Facilities	38.05
8/11/2025	259266	14215-T & W Tire LLC	Road and Bridge Precinct 3	1,746.00
8/11/2025	259267	11239-The Office of the Attorney General	Balance Sheet Accounts	66.00
8/11/2025	259268	10212-Thomson Reuters - West	Law Library	176.90
8/11/2025	259269	10276-Tyler Technologies, Inc.	District Clerk	544.49
8/11/2025	259269	10276-Tyler Technologies, Inc.	Justice of Peace Precinct 3	52.15
8/11/2025	259269	10276-Tyler Technologies, Inc.	Sheriff	11,030.29
8/11/2025	259270	10227-Verizon Wireless	Sheriff SB22 Grant FY 2025	1,937.49
8/11/2025	259270	10227-Verizon Wireless	SPU - State General Allocation	303.92
8/11/2025	259270	10227-Verizon Wireless	SPU Civil Division	285.17
8/11/2025	259270	10227-Verizon Wireless	SPU Juvenile Division	171.96
8/11/2025	259270	10227-Verizon Wireless	Voter Registration	4.55
8/11/2025	259270	10227-Verizon Wireless	Voter Registration	2,599.87
8/11/2025	259271	10090-Walker County Special Utility District	Road and Bridge Precinct 2	39.25
8/11/2025	259271	10090-Walker County Special Utility District	Texas AgriLife Extension Service	58.11
8/11/2025	259272	10151-Woods Welding, Inc.	Road and Bridge Precinct 1	37.62
8/11/2025	259273	14436-Yates, Don	Weigh Station Utilites and Services	1,800.00
8/11/2025	259274	10269-AT&T	Centralized Costs	1,048.50
8/11/2025	259275	10269-AT&T	Centralized Costs	1,145.94
8/11/2025	259275	10269-AT&T	Emergency Operations	428.94
8/11/2025	259275	10269-AT&T	Juvenile Probation Support - General Fund	95.32
8/11/2025	259275	10269-AT&T	Walker County EMS - Emergency Services	153.98
8/11/2025	259276	12203-Frontier Communications of Texas	Weigh Station Utilites and Services	376.00
8/11/2025	259277	13856-Optimum	Centralized Costs	45.93
8/11/2025	259277	13856-Optimum	Centralized Costs	120.00

8/11/2025	259277	13856-Optimum	District Attorney Supplement	31.17
8/11/2025	259277	13856-Optimum	Sheriff	105.17
8/11/2025	259277	13856-Optimum	Sheriff Commissary Operations	420.96
8/11/2025	259277	13856-Optimum	SPU - State General Allocation	160.95
8/11/2025	259277	13856-Optimum	SPU Civil Division	290.00
8/11/2025	259277	13856-Optimum	Walker County EMS - Emergency Services	169.95
8/11/2025	259277	13856-Optimum	Walker County EMS - Emergency Services	272.00
8/11/2025	259278	10542-Perdue Brandon Fielder Collins & Mott LLP	Balance Sheet Accounts	255.90
8/11/2025	259279	10732-Quadient Leasing USA, Inc.	Centralized Costs	602.23
8/11/2025	259280	10760-Walker County Clerk Trust Account	Balance Sheet Accounts	1,800.00
8/12/2025	000000000006967	10337-TDCJ-CJAD	Balance Sheet Accounts	6,494.82
8/12/2025	000000000006967	10337-TDCJ-CJAD	Centralized Costs	0.03
8/15/2025	000000000006968	10129-Texas County & District Retirement System	Balance Sheet Accounts	460,719.04
8/15/2025	000000000006968	10129-Texas County & District Retirement System	Centralized Costs	-0.02
8/15/2025	000000000006969	10171-Nationwide Retirement Solutions	Balance Sheet Accounts	2,863.00
8/15/2025	000000000006970	10303-Internal Revenue Service	Balance Sheet Accounts	93,763.17
8/15/2025	000000000006970	10303-Internal Revenue Service	Balance Sheet Accounts	157,301.18
8/15/2025	000000000006971	12006-Texas State Disbursement Unit	Balance Sheet Accounts	2,094.96
8/15/2025	259281	11776-GTS Technology Solutions, Inc.	Courts-Pretrial Bond Supervision	2,469.30
8/15/2025	259281	11776-GTS Technology Solutions, Inc.	General Government Projects	23,204.70
8/15/2025	259281	11776-GTS Technology Solutions, Inc.	IT Hardware/Software	7,653.16
8/15/2025	259282	14437-Higginbotham Public Sector, LLC	Balance Sheet Accounts	4,747.94
8/15/2025	259282	14437-Higginbotham Public Sector, LLC	Balance Sheet Accounts	6,988.80
8/15/2025	259282	14437-Higginbotham Public Sector, LLC	Centralized Costs	-0.16
8/15/2025	259283	11329-Jordan, Rachel	SPU - State General Allocation	516.00
8/15/2025	259284	10227-Verizon Wireless	12th Judicial District Court	40.00
8/15/2025	259284	10227-Verizon Wireless	278th Judicial District Court	40.00
8/15/2025	259284	10227-Verizon Wireless	Constable Precinct 1	20.00
8/15/2025	259284	10227-Verizon Wireless	Constable Precinct 2	40.00
8/15/2025	259284	10227-Verizon Wireless	Constable Precinct 3	60.00
8/15/2025	259284	10227-Verizon Wireless	Constable Precinct 4	160.00
8/15/2025	259284	10227-Verizon Wireless	County Auditor	114.05
8/15/2025	259284	10227-Verizon Wireless	County Court at Law	20.00
8/15/2025	259284	10227-Verizon Wireless	County Jail	57.99
8/15/2025	259284	10227-Verizon Wireless	County Judge	77.99
8/15/2025	259284	10227-Verizon Wireless	District Clerk	37.99
8/15/2025	259284	10227-Verizon Wireless	Emergency Operations	113.97
8/15/2025	259284	10227-Verizon Wireless	IT Operations	38.66
8/15/2025	259284	10227-Verizon Wireless	Justice of Peace Precinct 2	20.00
8/15/2025	259284	10227-Verizon Wireless	Planning and Development	60.00

8/15/2025	259284	10227-Verizon Wireless	Purchasing	80.00
8/15/2025	259284	10227-Verizon Wireless	Road and Bridge Precinct 2	57.99
8/15/2025	259284	10227-Verizon Wireless	Road and Bridge Precinct 4	40.00
8/15/2025	259284	10227-Verizon Wireless	Sheriff	1,305.54
8/15/2025	259284	10227-Verizon Wireless	Texas AgriLife Extension Service	57.99
8/15/2025	259284	10227-Verizon Wireless	Veterans Services	20.00
8/15/2025	259284	10227-Verizon Wireless	Walker County EMS - Emergency Services	971.08
Total:				1,661,714.03

Walker County

Financial Information

Posted as of August 15, 2025 for the Fiscal Year Ending September 30, 2025

Prepared by:
County Auditor Department

Patricia Allen, County Auditor

Information is presented based on ledger balances and entries posted thru August 15, 2025 for the fiscal year ending September 30, 2025.

There are entries that have not been posted. Invoices are outstanding for the period that have not been received/posted. Encumbrances are not included in the report.



Summary of Revenues, Expenditures and Net Transfers to Date
Transactions Posted As of August 15, 2025
For the Fiscal Year Ending September 30, 2025

Ledger Balances	Fund Balance Fiscal Yr Begin	Revenues To Date	Expenditures To Date	Net Transfers Between Funds	Fund Balance This Date
<u>Operating</u>					
101 - General Fund	\$ 13,421,645.75	\$ 31,030,519.42	\$ 25,557,119.77	\$ (644,741.00)	\$ 18,250,304.40
192 - Debt Service Fund	\$ 393,643.67	\$ 1,392,840.14	\$ 1,377,567.54	\$ -	\$ 408,916.27
220 - Road & Bridge	\$ 4,170,623.79	\$ 6,653,803.48	\$ 7,995,979.67	\$ 600,000.00	\$ 3,428,447.60
301 - Walker County EMS Fund	\$ 3,945,983.64	\$ 5,860,101.90	\$ 4,732,574.47	\$ -	\$ 5,073,511.07
180 - Public Safety Seized Money Fund	\$ -	\$ -	\$ -	\$ -	\$ -
185 - General Fund - Healthy County Initiative Fund	\$ 15,865.36	\$ 4,459.08	\$ 3,234.19	\$ -	\$ 17,090.25
	21,947,762.21	44,941,724.02	39,666,475.64	(44,741.00)	\$ 27,178,269.59
<u>Projects</u>					
105 - General Projects Fund	\$ 5,455,650.15	\$ 188,341.71	\$ 950,683.28	\$ -	\$ 4,693,308.58
115 - General Capital Projects Fund	\$ 5,779,941.82	\$ 216,488.61	\$ 58,100.00	\$ -	\$ 5,938,330.43
119 - ARP Funds	\$ 583,588.01	\$ 12,432.17	\$ 402,103.34	\$ -	\$ 193,916.84
<u>Grants/Other Funds</u>					
186 - State Sheriff Grant	\$ 100,899.93	\$ 2,975.88	\$ 86,899.50	\$ -	\$ 16,976.31
187 - State CDA Grant	\$ -	\$ 1.00	\$ -	\$ -	\$ 1.00
221 - RB Grant-CDBG-MIT F003	\$ -	\$ -	\$ 114,151.43	\$ -	\$ (114,151.43)
222 - RB Grant-CDBG-MIT E999	\$ -	\$ -	\$ 146,748.00	\$ -	\$ (146,748.00)
401 - SB22-CDA Grant FY 2025	\$ -	\$ 281,564.72	\$ 241,319.90	\$ -	\$ 40,244.82
410 - SB22-Sheriff Grant FY 2025	\$ -	\$ 517,036.37	\$ 262,455.43	\$ -	\$ 254,580.94
473 - SO Auto Task Force Grant	\$ -	\$ 77,803.91	\$ 85,591.83	\$ -	\$ (7,787.92)
474 - CDA Victims Assistance Grant	\$ -	\$ 44,492.11	\$ 68,406.33	\$ 15,882.00	\$ (8,032.22)
475 - CDA Prosecutor Grant	\$ -	\$ -	\$ -	\$ -	\$ -
481 - Jag Grants	\$ -	\$ 1,992.42	\$ 1,992.42	\$ -	\$ -
511 - County Records Management and Preservation F	\$ 5,699.00	\$ 2,560.58	\$ -	\$ -	\$ 8,259.58
512 - County Records Preservation II Fund	\$ 71,210.32	\$ 2,720.64	\$ -	\$ -	\$ 73,930.96
515 - County Clerk Records Management and Preserv	\$ 382,489.92	\$ 111,237.47	\$ 76,610.77	\$ -	\$ 417,116.62
516 - County Clerk Records Archive Fund	\$ 370,423.85	\$ 93,970.47	\$ 5,333.00	\$ -	\$ 459,061.32
517 - Court Facilities Fund	\$ 62,705.53	\$ 21,302.39	\$ -	\$ -	\$ 84,007.92
518 - District Clerk Records Preservation	\$ 92,873.61	\$ 25,532.95	\$ -	\$ -	\$ 118,406.56
519 - District Clerk Rider Fund	\$ 102,392.54	\$ 73,511.78	\$ 10,591.12	\$ -	\$ 165,313.20
520 - District Clerk Archive Fund	\$ 6,269.14	\$ 73.80	\$ -	\$ -	\$ 6,342.94
523 - County Jury Fee Fund	\$ 1,979.74	\$ 793.61	\$ -	\$ -	\$ 2,773.35
524 - County Jury Fund	\$ 11,584.97	\$ 10,000.65	\$ -	\$ -	\$ 21,585.62
525 - Court Reporter Services Fund	\$ 22,360.56	\$ 25,212.05	\$ 17,855.31	\$ -	\$ 29,717.30
526 - County Law Library Fund	\$ 85,905.00	\$ 36,693.63	\$ 16,771.02	\$ -	\$ 105,827.61
527 - Language Access Fund	\$ 8,731.14	\$ 7,924.95	\$ 19,323.60	\$ -	\$ (2,667.51)
536 - Courthouse Security Fund	\$ 21,464.35	\$ 33,318.10	\$ 84,287.31	\$ 44,741.00	\$ 15,236.14
537 - Justice Courts Security Fund	\$ 65,031.84	\$ 5,417.70	\$ -	\$ -	\$ 70,449.54
538 - JP Truancy Prevention and Diversion	\$ 64,406.39	\$ 14,050.13	\$ -	\$ -	\$ 78,456.52
539 - County Speciality Court Programs	\$ 24,604.82	\$ 6,534.81	\$ -	\$ -	\$ 31,139.63
550 - Justice Courts Technology Fund	\$ 92,017.97	\$ 14,620.51	\$ 22,730.60	\$ -	\$ 83,907.88
551 - County and District Courts Technology Fund	\$ 3,560.44	\$ 1,377.37	\$ -	\$ -	\$ 4,937.81
552- Child Abuse Prevention Fund	\$ 2,900.56	\$ 676.18	\$ -	\$ -	\$ 3,576.74
560 - District Attorney Prosecutors Supplement Fund	\$ -	\$ 20,286.48	\$ 13,407.70	\$ -	\$ 6,878.78
561 - Pretrial Intervention Program Fund	\$ 162,688.72	\$ 33,725.12	\$ 616.08	\$ -	\$ 195,797.76
562 - District Attorney Forfeiture Fund	\$ 223,459.66	\$ 12,719.56	\$ 4,238.82	\$ -	\$ 231,940.40
563 - District Attorney Hot Check Fee Fund	\$ 362.61	\$ 212.00	\$ 13.97	\$ -	\$ 560.64
574 - Sheriff Forfeiture Fund	\$ 593,683.40	\$ 23,773.20	\$ 41,835.50	\$ -	\$ 575,621.10
576 - Sheriff Inmate Medical Fund	\$ 70,075.96	\$ 6,252.74	\$ -	\$ -	\$ 76,328.70
577 - DOJ-Equitable Sharing Fund	\$ 519,106.91	\$ 191,135.33	\$ -	\$ -	\$ 710,242.24
578 - Sheriff Commissary Fund	\$ 543,078.35	\$ 159,448.81	\$ 49,391.15	\$ -	\$ 653,136.01
583 - Elections Equipment Fund	\$ 43,105.91	\$ 36,280.66	\$ 63,712.16	\$ -	\$ 15,674.41
584 - Tax Assessor Elections Service Contract Fund	\$ 67,723.36	\$ 14,423.30	\$ 4,931.33	\$ -	\$ 77,215.33
589 - Tax Assessor Special Inventory Fee Fund	\$ 53,288.08	\$ 14,233.95	\$ -	\$ -	\$ 67,522.03
601 - SPU Civil/Criminal/Juvenile Grant/Allocations	\$ -	\$ 5,136,376.73	\$ 5,329,981.03	\$ -	\$ (193,604.30)
640 - Juvenile Grant Fund (Title IV E)	\$ 83,445.44	\$ 3,080.51	\$ 420.00	\$ -	\$ 86,105.95
641 - Juvenile Grant State Aid Fund	\$ -	\$ 519,079.30	\$ 451,430.49	\$ -	\$ 67,648.81
645 - Juvenile HGAC Services Grant	\$ -	\$ 3,500.00	\$ 5,720.00	\$ -	\$ (2,220.00)
615 - Adult Probation-Basic Services Fund	\$ 427,546.64	\$ 1,190,207.19	\$ 1,209,948.02	\$ (29,282.81)	\$ 378,523.00
616 - Adult Probation-Court Services Fund	\$ -	\$ 176,724.53	\$ 199,502.28	\$ 21,982.24	\$ (795.51)
617 - Adult Probation-Substance Abuse Services Fund	\$ -	\$ 106,551.77	\$ 104,160.41	\$ 2,519.14	\$ 4,910.50
618 - Adult Probation-Pretrial Diversion	\$ -	\$ 32,629.33	\$ 36,710.73	\$ 4,781.43	\$ 700.03
701 - Retiree Health Insurance Fund	\$ 2,231,268.97	\$ 85,697.20	\$ -	\$ -	\$ 2,316,966.17
802 - Walker County Public Safety Communications Center	\$ 1,448,911.90	\$ 1,459,853.59	\$ 1,201,281.27	\$ -	\$ 1,707,484.22
	8,067,257.53	10,639,587.48	9,978,368.51	60,623.00	8,789,099.50
	\$ 41,834,199.72	\$ 55,998,573.99	\$ 51,055,730.77	\$ 15,882.00	\$ 46,792,924.94



Cash and Investments Report
Transactions Posted as of August 15, 2025
For the Fiscal Year Ending September 30, 2025

	Other Bank					
	Cash	Accounts	Texpool	MBIA	Wells Fargo	Total
Operating						
101 - General Fund	\$ 2,468,979.16	\$ 85,977.96	\$ 8,247,246.24	\$ 1,485,439.37	\$ 6,727,271.83	\$19,014,914.56
192 - Debt Service Fund	8,175.03	-	392,768.43	-	-	\$ 400,943.46
220 - Road & Bridge	38,366.27	-	1,866,696.43	-	-	\$ 1,905,062.70
301 - Walker County EMS Fund	55,458.18	34,042.69	4,621,084.11	70,320.18	183,670.53	\$ 4,964,575.69
180 - Public Safety Seized Money Fund	-	-	70,335.41	-	-	\$ 70,335.41
185 - General Fund - Healthy County Initiative Fu	1,194.71	-	15,883.25	-	-	\$ 17,077.96
	2,572,173.35	120,020.65	15,214,013.87	1,555,759.55	6,910,942.36	26,372,909.78
Projects						
105 - General Projects Fund	5,139.50	-	3,383,308.41	934,263.13	370,597.54	4,693,308.58
115 - General Capital Projects Fund	-	-	5,938,330.43	-	-	5,938,330.43
119- ARP Funds	5,956.82	187,960.02	-	-	-	\$ 193,916.84
Grants/Other Funds						
186 - State Sheriff Grant	-	-	16,976.31	-	-	16,976.31
187 - State CDA Grant	-	-	34.69	-	-	34.69
221 - RB Grant-CDBG-MIT F003	(114,151.43)	-	-	-	-	(114,151.43)
222 - RB Grant-CDBG-MIT E999	(146,748.00)	-	-	-	-	(146,748.00)
401 - SB22-CDA Grant FY 2025	-	-	40,244.82	-	-	40,244.82
410 - SB22-Sheriff Grant FY 2025	-	-	254,580.94	-	-	254,580.94
473- SO Auto Task Force Grant	(15,575.84)	-	-	-	-	(15,575.84)
474 - CDA Victims Grant	(8,032.22)	-	-	-	-	(8,032.22)
481 - Jag Grants	(1,992.42)	-	-	-	-	(1,992.42)
488 - CDBG Grants	(16,321.16)	-	-	-	-	(16,321.16)
511 - County Records Management and Preserv	8,259.58	-	-	-	-	8,259.58
512 - County Records Preservation II Fund	3,132.30	-	70,798.66	-	-	73,930.96
515 - County Clerk Records Management and Pr	21,513.90	-	318,588.69	77,014.03	-	417,116.62
516 - County Clerk Records Archive Fund	81,804.92	-	377,256.40	-	-	459,061.32
517 - Court Facilities Fund	25,643.12	-	58,364.80	-	-	84,007.92
518 - District Clerk Records Preservation	68,781.35	-	49,625.21	-	-	118,406.56
519 - District Clerk Rider Fund	48,205.35	-	117,107.85	-	-	165,313.20
520 - District Clerk Archive Fund	6,342.94	-	-	-	-	6,342.94
523 - County Jury Fee Fund	2,773.35	-	-	-	-	2,773.35
524 - County Jury Fund	16,115.49	-	5,470.13	-	-	21,585.62
525 - Court Reporter Services Fund	19,509.01	-	10,940.29	-	-	30,449.30
526 - County Law Library Fund	31,484.45	-	74,343.16	-	-	105,827.61
527 - Language Access Fund	(2,667.51)	-	-	-	-	(2,667.51)
536 - Courthouse Security Fund	15,236.14	-	-	-	-	15,236.14
537 - Justice Courts Security Fund	17,808.36	-	52,641.18	-	-	70,449.54
538 - JP Truancy Prevention and Diversion	73,905.01	-	4,551.51	-	-	78,456.52
539 - County Specialty Court Revenues Fund	19,565.59	-	11,574.04	-	-	31,139.63
540 - Fire Suppression-US Forest Service Fund	0.00	-	17,354.47	-	-	17,354.47
550 - Justice Courts Technology Fund	6,453.75	-	77,454.13	-	-	83,907.88
551 - County and District Courts Technology Fun	3,989.64	-	948.17	-	-	4,937.81
552- Child Abuse Prevention Fund	3,576.74	-	-	-	-	3,576.74
560 - District Attorney Prosecutors Supplement F	6,878.78	-	-	-	-	6,878.78
561 - Pretrial Intervention Program Fund	33,629.91	-	162,167.85	-	-	195,797.76
562 - District Attorney Forfeiture Fund	1,695.35	-	230,245.05	-	-	231,940.40
563 - District Attorney Hot Check Fee Fund	560.64	-	-	-	-	560.64
574 - Sheriff Forfeiture Fund	(13,624.07)	4,981.93	589,239.50	-	-	580,597.36
576 - Sheriff Inmate Medical Fund	13,839.58	-	62,489.12	-	-	76,328.70
577 - DOJ-Equitable Sharing Fund	96,209.42	-	586,208.40	27,824.42	-	710,242.24
578 - Sheriff Commissary Fund	40,482.06	-	616,605.71	-	-	657,087.77
583 - Elections Equipment Fund	15,674.41	-	-	-	-	15,674.41
584 - Tax Assessor Elections Service Contract Fur	13,749.37	-	63,465.96	-	-	77,215.33
589 - Tax Assessor Special Inventory Fee Fund	0.00	-	67,522.03	-	-	67,522.03
601 - SPU Civil/Criminal/Juvenile Grant/Allocation	(993,041.16)	-	-	-	-	(993,041.16)
640 - Juvenile Grant Fund (Title IVE)	1,381.08	-	84,724.87	-	-	86,105.95
641 - Juvenile Grant State Aid Fund	67,648.81	-	-	-	-	67,648.81
645 - Juvenile Services - HGAC Grant	(3,085.00)	-	-	-	-	(3,085.00)
701 - Retiree Health Insurance Fund	0.00	-	917,459.07	1,399,507.10	-	2,316,966.17
County Treasurer Agency Funds						
615 - Adult Probation-Basic Services Fund	147,616.46	30.00	98,581.90	134,246.82	-	380,475.18
616 - Adult Probation-Court Services Fund	(724.73)	-	-	-	-	(724.73)
617 - Adult Probation-Substance Abuse Services I	9,862.72	-	-	-	-	9,862.72
618 - Pretrial Diversion	701.47	-	-	-	-	701.47
802 - Walker County Public Safety Communicati	113,832.82	-	1,593,651.40	-	-	1,707,484.22
810 - Agency Fund - LEOSE Training Funds	88,128.70	-	-	-	-	88,128.70
820 - CERTZ #1	615.30	-	-	-	-	615.30
	(189,355.67)	5,011.93	6,631,216.31	1,638,592.37	0.00	8,085,464.94
	\$ 2,393,914.00	\$ 312,992.60	\$31,166,869.02	\$ 4,128,615.05	\$7,281,539.90	\$45,283,930.57



Cash and Investments Report
As of August 15, 2025
 Transactions Posted as of August 15, 2025

	Cash	ICT	Certificates of Deposit	Total
Agency Funds Maintained by the Department (Balance as of Last Date Reported by the Department)				
850 Agency Fund - County Clerk	\$ 2,907,973.36	\$ 288,221.27	\$ -	\$ 3,196,194.63
851 Agency Fund - District Clerk	\$ 933,756.88	\$ -	\$ 560,911.02	\$ 1,494,667.90
852 Agency Fund - Criminal District Attorney	\$ 2,464.30	\$ -	\$ -	\$ 2,464.30
853 Agency Fund - Tax Assessor	\$ 854,569.39	\$ -	\$ -	\$ 854,569.39
854 Agency Fund - Sheriff	\$ 97,456.82	\$ -	\$ -	\$ 97,456.82
855 Agency Fund - Juvenile	\$ 967.39	\$ -	\$ -	\$ 967.39
856 Agency Fund - County Treasurer Jury	\$ 518.60	\$ -	\$ -	\$ 518.60
857 Agency Fund - Justice of Peace Precinct 4	\$ 6,017.32	\$ -	\$ -	\$ 6,017.32
858 Agency Fund - Adult Probation	\$ 4,451.42	\$ -	\$ -	\$ 4,451.42
	<u>\$ 4,808,175.48</u>	<u>\$ 288,221.27</u>	<u>\$ 560,911.02</u>	<u>\$ 5,657,307.77</u>



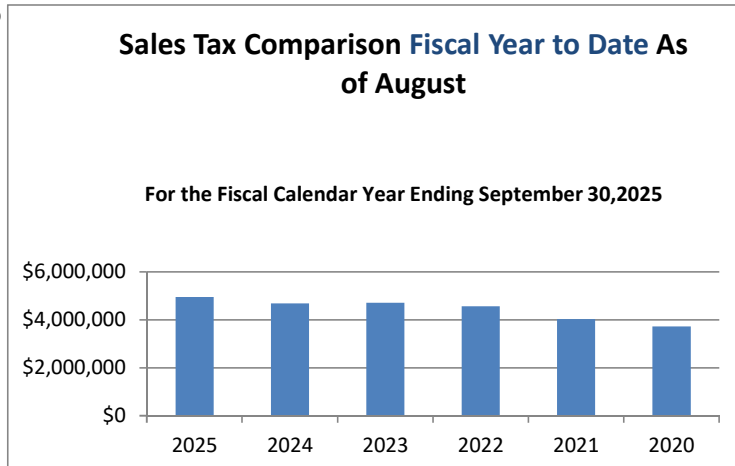
Sales Tax Revenue Comparison by Fiscal Year

		Fiscal Year 2025	Fiscal Year 2024	Fiscal Year 2023	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2020
October	-1.98%	\$ 421,956.11	\$ 430,494.33	\$ 426,935.35	\$ 378,481.65	\$ 341,282.66	\$ 309,760.99
November	6.51%	\$ 498,694.36	\$ 468,234.02	\$ 477,305.48	\$ 470,400.36	\$ 404,860.53	\$ 432,570.77
December	11.28%	\$ 436,267.33	\$ 392,041.05	\$ 402,702.70	\$ 368,467.73	\$ 311,632.44	\$ 282,270.19
January	0.19%	\$ 410,660.38	\$ 409,880.44	\$ 396,438.25	\$ 386,864.04	\$ 345,810.13	\$ 297,832.83
February	15.35%	\$ 566,047.13	\$ 490,724.88	\$ 506,247.91	\$ 488,772.53	\$ 402,950.76	\$ 410,854.29
March	3.36%	\$ 411,610.81	\$ 398,234.30	\$ 405,269.07	\$ 391,919.74	\$ 328,566.37	\$ 353,527.33
April	3.96%	\$ 379,931.13	\$ 365,474.29	\$ 381,310.61	\$ 317,716.26	\$ 270,692.68	\$ 263,551.31
May	11.44%	\$ 502,889.38	\$ 451,281.87	\$ 488,946.95	\$ 458,660.51	\$ 447,063.15	\$ 357,514.78
June	2.97%	\$ 453,069.13	\$ 439,983.80	\$ 396,747.98	\$ 429,635.63	\$ 393,372.95	\$ 307,406.08
July	2.72%	\$ 396,570.26	\$ 386,063.63	\$ 386,095.96	\$ 401,984.02	\$ 349,935.05	\$ 322,571.05
August	4.56%	\$ 471,951.51	\$ 451,374.30	\$ 443,842.79	\$ 480,257.68	\$ 434,731.20	\$ 393,734.55
September		\$ -	\$ 418,725.70	\$ 398,269.21	\$ 398,673.98	\$ 369,724.46	\$ 328,146.29
		\$ 4,949,647.53	\$ 5,102,512.61	\$ 5,110,112.26	\$ 4,971,834.13	\$ 4,400,622.38	\$ 4,059,740.46

This time last year	\$ 4,683,786.91
% Change	5.68%

Sales Tax Rate for Walker County is	0.5%
State Sales Tax Rate is	6.25%
<u>Municipalities Within Walker County</u>	
City of Huntsville Sales Tax Rate	1.5%
City of New Waverly Sales Tax Rate	1.5%
City of Riverside Sales Tax Rate	1.5%

Fiscal Year to Date	\$ 4,949,647.53	\$ 4,683,786.91	\$ 4,711,843.05	\$ 4,573,160.15	\$ 4,030,897.92	\$ 3,731,594.17
Budgeted this Fiscal Year	\$ 5,150,000.00	91.79%	92.21%	91.98%	91.60%	91.92%
Pct Received This FY	96.1%					





Weigh Station Revenue Comparison by Fiscal Year

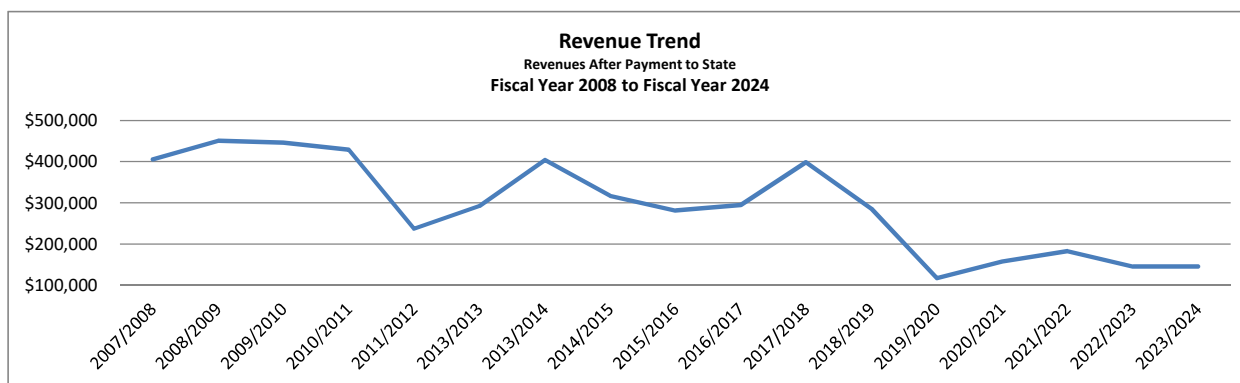
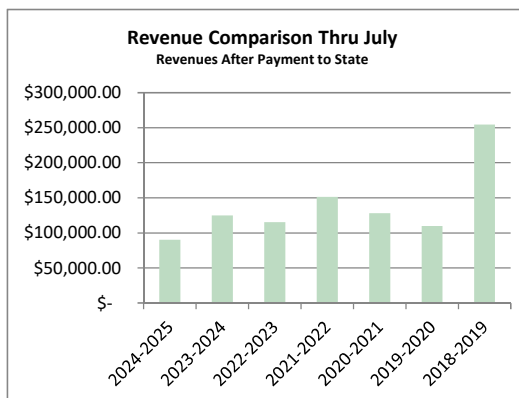
Comparison Numbers Based on Revenues Retained by Walker County after submission of fines paid to State

	Total 2024-2025	Pd to State	Fiscal Year 2024-2025	Fiscal Year 2023-2024	Fiscal Year 2022-2023	Fiscal Year 2021-2022	Fiscal Year 2020-2021	Fiscal Year 2019-2020	Fiscal Year 2018-2019
October	\$ 14,515.50	\$ (794.50)	\$ 13,721.00	\$ 11,833.50	\$ 14,148.00	\$ 18,286.80	\$ 2,840.80	\$ 23,601.60	\$ 45,179.10
November	\$ 5,309.00	\$ (100.00)	\$ 5,209.00	\$ 15,777.00	\$ 10,261.00	\$ 12,515.00	\$ 2,354.00	\$ 9,759.50	\$ 17,677.95
December	\$ 13,928.50	\$ (2,396.00)	\$ 11,532.50	\$ 13,249.00	\$ 14,158.00	\$ 13,435.50	\$ 2,491.50	\$ 15,248.10	\$ 26,932.10
January	\$ 14,655.00	\$ (3,445.00)	\$ 11,210.00	\$ 16,918.90	\$ 11,120.00	\$ 14,960.00	\$ 10,436.50	\$ 14,941.35	\$ 23,035.20
February	\$ 10,700.00	\$ (958.00)	\$ 9,742.00	\$ 13,102.00	\$ 13,788.50	\$ 15,521.50	\$ 10,863.50	\$ 11,991.00	\$ 26,752.90
March	\$ 8,795.00	\$ (264.50)	\$ 8,530.50	\$ 9,763.00	\$ 12,517.00	\$ 14,826.00	\$ 18,304.90	\$ 11,431.00	\$ 29,424.12
April	\$ 6,302.00	\$ (1,150.50)	\$ 5,151.50	\$ 11,932.50	\$ 5,693.50	\$ 16,970.00	\$ 18,441.15	\$ 6,728.00	\$ 30,934.90
May	\$ 12,569.00	\$ (1,953.00)	\$ 10,616.00	\$ 13,054.50	\$ 9,258.00	\$ 14,331.00	\$ 17,318.50	\$ 6,131.70	\$ 18,350.50
June	\$ 10,133.00	\$ (1,749.00)	\$ 8,384.00	\$ 11,474.50	\$ 13,738.00	\$ 15,151.50	\$ 22,397.00	\$ 6,101.35	\$ 18,272.90
July	\$ 6,887.90	\$ (843.50)	\$ 6,044.40	\$ 7,862.00	\$ 10,420.50	\$ 15,425.65	\$ 22,694.00	\$ 3,857.00	\$ 18,109.90
August			\$ -	\$ 9,168.50	\$ 14,957.50	\$ 17,733.75	\$ 17,414.00	\$ 4,634.00	\$ 13,131.10
September			\$ -	\$ 11,148.35	\$ 15,360.50	\$ 13,837.50	\$ 12,157.00	\$ 2,610.90	\$ 18,541.95
	\$103,794.90	\$ (13,654.00)	\$ 90,140.90	\$ 145,283.75	\$ 145,420.50	\$ 182,994.20	\$ 157,712.85	\$ 117,035.50	\$ 286,342.62

Allocated to Weigh Station Improv.	\$ -
Allocated to Road and Bridge	\$ 90,140.90

This time last year \$124,966.90
% Change -27.90%

Fiscal Year to Date \$103,794.90 \$ (13,654.00) \$ 90,140.90 \$ 124,966.90 \$ 115,102.50 \$ 151,422.95 \$ 128,141.85 \$ 109,790.60 \$ 254,669.57



Budget for FY 2024/2025

	From Tax rate	County Road and Bridge Operations	Weigh Station Support / Personnel
Justice of Peace Pct 4	\$ 63,019.00	\$ -	\$ -
Weigh Station Utilities/Services	\$ 35,187.00	\$ -	\$ 34,284.00
Weigh Station Personnel	\$ -	\$ -	\$ 25,416.00
Road and Bridge Operations	\$ -	\$ 150,000.00	
	\$ 98,206.00	\$ 150,000.00	\$ 59,700.00



***Walker County
Summary of Debt***

Certificates of Obligation Issue Dated June 1, 2012

Capital Projects

	Issued -Amount	Outstanding Amount	Current Debt Service FY 2024-2025		Total
			Principal	Interest	
Series 2012 - \$20,000,000 due in installments of \$685,000 to \$1,335,000 to mature 06/01/2032 at interest rate of 2.0% to 3.7% - callable August 1, 2032	\$20,000,000	\$9,460,000	\$1,055,000	\$322,568	\$1,377,568
Total Debt Service Capital Projects	\$20,000,000	\$9,460,000	\$1,055,000	\$322,568	\$1,377,568



Walker County
Claims and Invoices Submitted for Payment

Page 1 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

12th Judicial District Court

10629 - Bennett Law Office PC

8/10/2025	31,504	\$ 1,000.00	8/24/2025		Cause # 31,504
8/14/2025	31,788	\$ 1,000.00	8/24/2025		Cause #31,788
8/10/2025	31,992	\$ 1,750.00	8/24/2025		Cause # 31,992
8/10/2025	32,018	\$ 1,000.00	8/24/2025		Cause # 32,018
8/10/2025	A-2478	\$ 1,950.00	8/24/2025		Cause #30,848, #30,786, #32,122
8/14/2025	K-1647	\$ 1,950.00	8/24/2025		Cause #31,214, #31,216, #31,218

11811 - Law Office of Joseph W Krippel

8/7/2025	28,928	\$ 1,000.00	8/24/2025		Cause #28,928
8/7/2025	31,676	\$ 1,750.00	8/24/2025		Cause #31,676
8/7/2025	31,782	\$ 1,750.00	8/24/2025		Cause #31,782
8/7/2025	32,060	\$ 1,100.00	8/24/2025		Cause #32,060, #Unfiled
8/7/2025	32,062	\$ 1,750.00	8/24/2025		Cause #32,062
8/7/2025	32,148	\$ 1,750.00	8/24/2025		Cause #32,148
8/7/2025	32,314	\$ 1,000.00	8/24/2025		Cause #32,314
8/12/2025	A-2475	\$ 1,950.00	8/24/2025		Cause #31,214, #31,216, #31,218
8/12/2025	A-2476	\$ 200.00	8/24/2025		Cause #31,312, #31,310
8/12/2025	A-2477	\$ 1,950.00	8/24/2025		Cause #32,002, #31,724, #32,024
8/12/2025	K-1640	\$ 100.00	8/24/2025		Cause #Unfiled/Butler, M.

13346 - Texas Security Shredding

8/6/2025	0071573	\$ 28.00	8/24/2025	PO - 42888	Security Shredding 7/30/25

13655 - Riley, Michael

8/7/2025	31,680	\$ 1,000.00	8/24/2025		Cause #31,680
8/7/2025	31,996	\$ 1,750.00	8/24/2025		Cause #31,996
8/7/2025	32,052	\$ 1,850.00	8/24/2025		Cause #32,052 CT1, CT2
8/2/2025	32,118	\$ 1,000.00	8/24/2025		Cause #32,118
8/16/2025	32,404	\$ 1,850.00	8/24/2025		Cause #32,404 CT1, CT2
8/14/2025	32,406	\$ 1,300.00	8/24/2025		Cause #32,406 CT1, CT2, CT3, CT4

13705 - McCaig, Albert

7/7/2025	A-2468	\$ 91.35	8/24/2025		Miles 130.50- 07/07/25

14052 - Valdez Law Firm, PLLC

8/7/2025	32,008	\$ 1,750.00	8/24/2025		Cause #32,008

12th Judicial District Court-30030 - Totals

\$ 33,569.35



Walker County
Claims and Invoices Submitted for Payment

Page 2 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

278th Judicial District Court

10629 - Bennett Law Office PC

8/14/2025	31,045	\$ 1,000.00	8/24/2025		Cause #31,045
8/14/2025	31,691	\$ 1,000.00	8/24/2025		Cause #31,691

11811 - Law Office of Joseph W Krippel

8/18/2025	30,267.	\$ 1,000.00	8/24/2025		Cause #30,267
8/14/2025	31,707	\$ 1,750.00	8/24/2025		Cause #31,707
8/14/2025	31,741	\$ 1,850.00	8/24/2025		Cause #31,741 CT1, CT2
8/14/2025	32,121	\$ 1,100.00	8/24/2025		Cause #32,121, #Unfiled
8/14/2025	32,265	\$ 1,100.00	8/24/2025		Cause #32,265, #Unfiled
8/11/2025	A-2474	\$ 1,850.00	8/24/2025		Cause #30,483, #31,319
8/14/2025	K-1646	\$ 1,100.00	8/24/2025		Cause #31,679, #30,003

13346 - Texas Security Shredding

8/6/2025	0071573	\$ 28.00	8/24/2025	PO - 42888	Security Shredding 7/30/25

13655 - Riley, Michael

8/14/2025	30,573	\$ 1,750.00	8/24/2025		Cause #30,573 - Enhanced
8/14/2025	31,415	\$ 1,000.00	8/24/2025		Cause #31,415
8/14/2025	31,781	\$ 1,000.00	8/24/2025		Cause #31,781
8/14/2025	31,791	\$ 1,100.00	8/24/2025		Cause #31,791 CT1, CT2

278th Judicial District Court-30040 - Totals	\$ 16,628.00

Adult Basic Supervision

10050 - Grimes County

8/7/2025	1069	\$ 38.34	8/24/2025		Postage 03/25 - 05/25

10099 - Resources Security, Inc.

9/1/2025	92100	\$ 302.40	9/1/2025		Alarm Monitoring Svc-Adult -09/01/25-08/31/26 Less 10% Discount for Annual Billing - FY26

10212 - Thomson Reuters - West

8/1/2025	852369726	\$ 107.89	8/24/2025		Acct#1003932603 - 07/01-31/25

10227 - Verizon Wireless

8/10/2025	6120771969	\$ 274.09	8/24/2025		Monthly Service-07/11/25-08/10/25

10841 - Hunter, Kristin N

8/6/2025	K-1638	\$ 185.00	8/24/2025		Per Diem/Allen, TX - 08/03-06/25
8/18/2025	K-1652	\$ 39.20	8/24/2025		Miles 56.0/Madison County, TX - 08/18/25

11349 - Dewalt, Katrina

8/6/2025	K-1636	\$ 456.60	8/24/2025		Per Diem/Miles 388.0- Allen, TX - 08/03-06/25
7/31/2025	K-1637	\$ 152.60	8/24/2025		Miles 218.0 - 06/09/25 - 07/30/25



Walker County
Claims and Invoices Submitted for Payment

Page 3 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Adult Basic Supervision

11518 - Tipton, Jeremy

8/10/2025	320	\$ 275.00	8/24/2025		CSTS Contract Services - August 2025

12032 - Smartox

8/4/2025	30811	\$ 130.03	8/24/2025		Lab Confirmations

13189 - Zarate, Claudia

7/31/2025	K-1644	\$ 49.00	8/24/2025		Miles - 70.0 - 07/01-09/25

13623 - AT&T Corp

8/7/2025	0259384015	\$ 881.72	8/24/2025		Monthly Service - 08/07/25 - 09/06/25

8/11/2025	2629525013	\$ 536.12	8/24/2025		Monthly Service - 08/11/25-09/10/25

8/11/2025	3412915015	\$ 536.12	8/24/2025		Monthly Service - 08/11/25-09/10/25

13856 - Optimum

8/12/2025	7086315011.2508	\$ 154.00	8/24/2025		Monthly Service - 08/12/25-09/11/25

14207 - White, Kody

8/19/2025	K-1666	\$ 86.80	8/24/2025		Miles 124.0 - 08/19/25

Adult Basic Supervision-50130 - Totals		\$ 4,204.91			

Adult Court Services

12032 - Smartox

8/4/2025	30811	\$ 70.78	8/24/2025		Lab Confirmations

Adult Court Services-50150 - Totals		\$ 70.78			

Adult Pretrial Diversion

12032 - Smartox

8/4/2025	30811	\$ 1.44	8/24/2025		Lab Confirmations

Adult Pretrial Diversion-50190 - Totals		\$ 1.44			

Adult Probation Support- General Fund

10052 - Entergy

7/31/2025	137630976.2507	\$ 893.45	8/24/2025		Mo Svc 06/10/25-07/10/25- 705 FM 2821 Rd W

Adult Probation Support- General Fund-50110 - Totals		\$ 893.45			

Adult Substance Abuse Services

12032 - Smartox

8/4/2025	30811	\$ 6.22	8/24/2025		Lab Confirmations

12996 - Gifaldi, Heather

7/31/2025	K-1634	\$ 336.00	8/24/2025		Miles 480.0 - 07/01-29/25

13228 - Orion Healthcare Technology, Inc.

8/7/2025	78090	\$ 1,760.00	8/24/2025		Adult AccuCare Management System 08/01/25- 07/31/26 x2



Walker County
Claims and Invoices Submitted for Payment

Page 4 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Adult Substance Abuse Services

14256 - Serenity House Counseling PLLC

8/4/2025	July 2025	\$ 2,850.00	8/24/2025		Substance Abuse Counseling- July 2025

Adult Substance Abuse Services-50170 - Totals		\$ 4,952.22			

Balance Sheet Accounts

10024 - Colonial Life & Accident Insurance Company

8/19/2025	97970360827445	\$ 160.54	8/24/2025		August 2025 Premium

10051 - Dearborn National Life Insurance Co

8/20/2025	FD082025	\$ 36.52	8/24/2025		August 2025 Premiums

10219 - Huntsville-Walker County Crime Stoppers

8/8/2025	A-2467	\$ 297.38	8/24/2025		July 2025 Felony Crime Stopper Fees
8/8/2025	A-2467	\$ 349.00	8/24/2025		July 2025 Misdemeanor Crime Stopper Fees

Invoice Total		\$ 646.38			

10760 - Walker County Clerk Trust Account

8/11/2025	25-4714	\$ 500.00	8/24/2025		Cause #25-4714/Transfer Bond from JP Registry to CC Registry

8/15/2025	25-4752	\$ 4,000.00	8/24/2025		Cause #25-4752/Transfer Bond from JP Registry to CC Registry

10900 - Aflac

8/19/2025	023990	\$ 10,213.18	8/24/2025		August 2025 Monthly Premiums

13792 - Tenth Court of Appeals

8/8/2025	A-2466	\$ 345.00	8/24/2025		Appellate Judicial Fund Fees-SB41 07/25
8/8/2025	A-2466	\$ 328.05	8/24/2025		Appellate Judicial Fund Fees-SB41 07/25

Invoice Total		\$ 673.05			

Balance Sheet Accounts-10000 - Totals		\$ 16,229.67			

Centralized Costs

10024 - Colonial Life & Accident Insurance Company

8/19/2025	97970360827445	(\$ 0.03)	8/24/2025		August 2025 Premium

10065 - The Huntsville Item

7/31/2025	072517519	\$ 2,767.56	8/24/2025		Monthly Service - 07/01-31/25

10269 - AT&T

8/9/2025	436-4900.080925	\$ 1,398.43	8/24/2025		Monthly Service - 08/09/25-09/08/25

10282 - Department of Information Resources

8/20/2025	25070910N	\$ 214.53	8/24/2025		Long Distance 07/01/25- 07/31/25



Walker County
Claims and Invoices Submitted for Payment

Page 5 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Centralized Costs

10356 - Sam Houston Memorial Funeral Home

7/31/2025	24-0102	\$ 619.00	8/24/2025		Transport/Case#24-0102
7/31/2025	25-0187	\$ 619.00	8/24/2025		Transport/Case#25-0187
8/1/2025	25-0191	\$ 619.00	8/24/2025		Transport/Case#25-0191
8/10/2025	25-0199	\$ 619.00	8/24/2025		Transport/Case#25-0199
8/17/2025	25-0203	\$ 619.00	8/24/2025		Transport/Case#25-0203
8/19/2025	25-0205	\$ 619.00	8/24/2025		Transport/Case#25-0205

10900 - Aflac

8/19/2025	023990	\$ 0.16	8/24/2025		August 2025 Monthly Premiums

11149 - U.S. Bank Operations Center

7/25/2025	7830208	\$ 600.00	8/24/2025		Account #162641000 Administration Fees - 7/1/2025-6/30/2026

11866 - Guthrie, Regina

9/1/2025	G250901	\$ 500.00	9/1/2025		Parking Lot Rental - 09/25

12203 - Frontier Communications of Texas

8/13/2025	344-2255.081325	\$ 170.00	8/24/2025		Monthly Service - 08/13/25-09/12/25

12363 - Rollo Insurance Group, Inc.

8/19/2025	12118	\$ 100.00	8/24/2025		Bond Renewal/Commissioners' Court-09/19/25-09/19/26

13562 - Prestige Tower Services

8/10/2025	INV-637	\$ 500.00	8/24/2025		Monthly Tower Maintenance - August 2025

13856 - Optimum

8/12/2025	7086315011.2508	\$ 965.00	8/24/2025		Monthly Service - 08/12/25-09/11/25

Centralized Costs-19010 - Totals		\$ 10,929.65			

Constable Precinct 4

14439 - Burnett, Blayne

7/31/2025	K-1641	\$ 250.00	8/24/2025		Per Diem/Grapevine, TX - 07/06-11/25

Constable Precinct 4-44040 - Totals		\$ 250.00			

County Auditor

13346 - Texas Security Shredding

8/6/2025	0071573..	\$ 40.00	8/24/2025	PA - 2572	Security Shredding 7/30/25

County Auditor-20010 - Totals		\$ 40.00			



Walker County
Claims and Invoices Submitted for Payment

Page 6 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

County Clerk

10475 - Texas Department of State Health Services

8/1/2025	2026058	\$ 193.98	8/24/2025		Remote Birth access 07/01-31/25 (Ref Credit Inv#2026098 applied)
7/28/2025	2026098	\$ 0.00	8/24/2025		(Ref Credit for May 2025 Applied to Inv#2026058 Remote Birth access 07/01-31/25)

10654 - CDCAT

8/7/2025	K-1635	\$ 10.00	8/24/2025		2025 Dues for CDCAT Region 7/French, K.

13669 - GovOS

8/13/2025	INV-10775	\$ 1,707.26	8/24/2025		Daily Indexing July 2025, Less Fees Revenue Share July 2025

County Clerk-15050 - Totals \$ 1,911.24

County Clerk Archive

13723 - VeriTrace, Inc.

8/19/2025	008277	\$ 2,215.00	8/24/2025	PO - 43387	B6 Birth Certificate Paper and Set-Up Fee
8/19/2025	008277	\$ 198.75	8/24/2025	PO - 43387	B6 Birth Certificate Paper and Set-Up Fee
Invoice Total		\$ 2,413.75			

County Clerk Archive-15070 - Totals \$ 2,413.75

County Court at Law

11776 - GTS Technology Solutions, Inc.

8/18/2025	INV87781	\$ 1,531.01	8/24/2025	PO - 43389	FAS#13943 Dell Pro Slim - Dell Pro Slim Plus XE5 QBS1250

11811 - Law Office of Joseph W Krippe

8/11/2025	22-0163	\$ 600.00	8/24/2025		Cause #22-0163 CT1, CT2
8/18/2025	24-0153	\$ 500.00	8/24/2025		Cause #24-0153
8/11/2025	24-0449	\$ 500.00	8/24/2025		Cause #24-0449
8/18/2025	25-0026	\$ 500.00	8/24/2025		Cause #25-0026
8/11/2025	25-0225	\$ 500.00	8/24/2025		Cause #25-0225
8/11/2025	25-0249	\$ 500.00	8/24/2025		Cause #25-0249
8/11/2025	25-0298	\$ 500.00	8/24/2025		Cause #25-0298
8/13/2025	25-0404	\$ 500.00	8/24/2025		Cause # 25-0404
8/11/2025	25-0414	\$ 500.00	8/24/2025		Cause #25-0414
8/11/2025	25-0535	\$ 500.00	8/24/2025		Cause #25-0535
8/11/2025	A-2473	\$ 700.00	8/24/2025		Cause #25-0541, #25-0540, #24-0335
8/20/2025	J25-08	\$ 500.00	8/24/2025		Cause #J25-08
8/20/2025	J25-13	\$ 500.00	8/24/2025		Cause #J25-13
8/11/2025	K-1639	\$ 100.00	8/24/2025		Cause #Unfiled/Davis, G.

13346 - Texas Security Shredding

8/6/2025	0071573	\$ 28.00	8/24/2025	PO - 42888	Security Shredding 7/30/25



Walker County
Claims and Invoices Submitted for Payment

Page 7 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

County Court at Law

13655 - Riley, Michael

8/19/2025	22-0650	\$ 500.00	8/24/2025		Cause #22-0650
8/7/2025	23-0452	\$ 500.00	8/24/2025		Cause #23-0452
8/7/2025	25-0250	\$ 500.00	8/24/2025		Cause #25-0250
8/7/2025	25-0340	\$ 500.00	8/24/2025		Cause #25-0340
8/7/2025	25-0542	\$ 500.00	8/24/2025		Cause #25-0542
8/18/2025	K-1649	\$ 600.00	8/24/2025		Cause #25-0295, #25-0440

13765 - Hersom Law Firm

8/7/2025	25-0073	\$ 500.00	8/24/2025		Cause #25-0073
8/13/2025	25-0123	\$ 500.00	8/24/2025		Cause # 25-0123

14406 - Pierce, Tami

8/18/2025	25-0373	\$ 500.00	8/24/2025		Cause #25-0373
8/13/2025	25-0536	\$ 500.00	8/24/2025		Cause # 25-0536

14441 - Standley, Larry

8/1/2025	21-02,536	\$ 43.40	8/24/2025		Cause #21-02,536- Prof Svc/Miles 62.0- 08/01/25
8/1/2025	21-02,536	\$ 355.77	8/24/2025		Cause #21-02,536- Prof Svc/Miles 62.0- 08/01/25

Invoice Total \$ 399.17

County Court at Law-30020 - Totals \$ 13,958.18

County Facilities

10023 - Coburn's Huntsville # 15

8/11/2025	156270200	\$ 14.97	8/24/2025	PO - 42703	Courthouse - 2 PVC-DWV Sch 40 Sanitary Tee HxHxH 400 x4, 2 in X 10 ft PVC DWV Pipe Schedule 40 Plain End x10, 2 PVC Sch 40 Coupling S x S, 1/2 PVC Cap SOCKET SCHEDULE 40
8/11/2025	156270200	\$ 11.55	8/24/2025	PO - 42703	Courthouse - Oatey 4 oz Purple Primer, Oatey 4 oz PVC Rain-R-Shine Cement

Invoice Total \$ 26.52

10036 - CenterPoint Energy

8/15/2025	26067850.2508	\$ 58.84	8/24/2025		Mo Svc 07/09/25-08/13/25 - 1301 Sam Houston Ave
8/15/2025	73707291.2508	\$ 58.84	8/24/2025		Mo Svc 07/09/25-08/13/25 - 1313 University Ave

10052 - Entergy

7/31/2025	136069754.2507	\$ 341.92	8/24/2025		Mo Svc 06/10/25-07/10/25- 340 SH 75N Ste 100
7/31/2025	136102514.2507	\$ 285.18	8/24/2025		Mo Svc 06/10/25-07/10/25- 344 SH 75N Bldg B
7/31/2025	138475090.2507	\$ 6,314.37	8/24/2025		Mo Svc 06/09/25-07/09/25- 1100 University Ave
7/31/2025	139330252.2507	\$ 255.90	8/24/2025		Mo Svc 06/10/25-07/10/25- 344 SH 75N Bldg A
7/31/2025	140221086.2507	\$ 628.08	8/24/2025		Mo Svc 06/09/25-07/09/25- 1313 University Ave
7/31/2025	141614206.2507	\$ 1,731.79	8/24/2025		Mo Svc 06/10/25-07/10/25- 717 FM 2821 Rd W
7/31/2025	142141662.2507	\$ 2,398.04	8/24/2025		Mo Svc 06/09/25-07/09/25- 1301 Sam Houston Ave
7/31/2025	173375866.2507	\$ 193.85	8/24/2025		Mo Svc 06/10/25-07/10/25- 344 SH 75N Bldg C



Walker County
Claims and Invoices Submitted for Payment

Page 8 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

County Facilities

10071 - Johnson Supply & Equipment Corp.

8/13/2025	11228701	\$ 299.57	8/24/2025	PO - 42706	Maintenance - Refrigerant R410A 25 lb, Carbon Dioxide Cartridges Mag20 12 pack Energizer Battery EN91 AA Alkaline x24, Energizer Battery EN92 AAA Alkaline x16
8/13/2025	11228701	\$ 21.38	8/24/2025	PO - 42706	Maintenance - Refrigerant R410A 25 lb, Carbon Dioxide Cartridges Mag20 12 pack Energizer Battery EN91 AA Alkaline x24, Energizer Battery EN92 AAA Alkaline x16

Invoice Total \$ 320.95

10117 - Sherwin-Williams

8/12/2025	9351-4	\$ 3.67	8/24/2025		(Ref P A #2489 - To Be Credited with Invoice #9433-0) Sales Tax Charged in Error
8/12/2025	9351-4	\$ 44.45	8/24/2025	PA - 2489	Voter Storage - SuperDeck 9600 Color Stain - Cabin Brown 1 gallon

Invoice Total \$ 48.12

8/14/2025	9433-0	(\$ 3.67)	8/24/2025		(Ref P A #2489, Credit for Invoice #9351-4) Sales Tax Charged in Error

10143 - Walker County Hardware

8/7/2025	166553	\$ 23.99	8/24/2025	PA - 2490	Courthouse - Texture Spray 20 oz
8/12/2025	166769	\$ 9.59	8/24/2025	PA - 2490	Courthouse - Tank Flush Lever
8/15/2025	166912	\$ 1.99	8/24/2025	PA - 2490	United Way - Bushing 1" x 3/4" SXS SCH40
8/15/2025	166916	\$ 9.98	8/24/2025	PA - 2490	United Way - Bushing Sch40 PVC 2" x 3/4" SXS. Elbow 90 2" SXS Sch40

10174 - Grainger

8/8/2025	9601138101	\$ 220.68	8/24/2025	PA - 2485	Voter Storage Building - Antislip Tape 6" x 60 feet

10317 - Home Depot

8/18/2025	1524477	\$ 398.00	8/24/2025	PA - 2486	Custodial - Shark Upright Vacuum Cleaner x2
8/14/2025	5011828	\$ 51.98	8/24/2025	PA - 2486	Voter Storage Building - 23/32 in. x 4 ft. x 8 ft. Ground Contact Pressure Treated Pine Performance Rated Sheathing Plywood

10441 - Elliott Electric Supply

7/24/2025	10-64502-01	\$ 44.00	8/24/2025	PO - 42705	D A - Color Select Combo Drive LED T8 3000K-6500K x4

12085 - Staples Advantage

8/9/2025	6039336146	\$ 426.03	8/24/2025	PA - 2491	Custodial - Wave 3D Cucumber Melon Urinal Screen 10/pk x3, Air Freshener Aerosol, Tropic Breeze Scent, 10 Oz., 6/Carton x3, Sani Cleanse Restroom Disinfectant Bowl Cleaner, Cherry Almond Scent 32oz 12/carton x3, Swiffer Duster Refill 18 Dusters/bx x3

12875 - Entech Sales and Service, LLC

8/15/2025	SRVCE00402111	\$ 435.00	8/24/2025	PO - 43400	Courthouse - Service call for domain screen issue

13277 - Buckeye Cleaning Center - Houston



Walker County
Claims and Invoices Submitted for Payment

Page 9 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

County Facilities

8/11/2025	90692403	\$ 1,813.37	8/24/2025	PA - 2487	Kraft 260 Sanisac Wax Receptacle Liner 500/cs, S12 ECO HD Glass Squeeze & Pour 6x32oz x2, Eco Ph Neutral Cleaner x2, Liner HD 38x60 200/c 8/25 x8, Nitrile Glove x2cs, Tissue 2-Ply 500 Sheets RL 96/cs x4, Tissue 1000' 2-Ply 12/cs x9, Towel Multifold 16 PK/
8/14/2025	90693699	\$ 346.60	8/24/2025	PA - 2487	Custodial - Towel KRT Perf 2-Ply White 84/rl 30/cs x6, Foam Cup 8 oz 40/25's x2, Equity Spray Restorer - Qt. 12x1
8/18/2025	90694256	\$ 331.80	8/24/2025	PA - 2487	Custodial - Liner HD 30x37 x10cs
<u>13614 - Auto Parts of Huntsville, Inc</u>					
8/15/2025	689272	\$ 45.15	8/24/2025	PO - 42698	FAS#10400 - Oil Filter, 5W20 Synthetic Oil 5 Quart, 5W20 Oil 1 Quart x2
8/15/2025	689274	\$ 45.15	8/24/2025	PO - 42698	FAS#10399 - Oil Filter, 5W20 Synthetic Oil 5 Quart, 5W20 Oil 1 Quart x2
8/15/2025	689377	\$ 50.11	8/24/2025	PO - 42698	FAS#10375 - Oil Filter, Oil 5W20 Conventional 1 qt x7

County Facilities-17010 - Totals \$ 16,912.15

County Jail

10052 - Entergy

7/31/2025	136967221.2507	\$ 11,231.90	8/24/2025		Mo Svc 06/10/25-07/10/25- 655 Fm 2821 Rd Huntsville

10067 - Huntsville Truck & Tractor, Inc.

7/31/2025	52344	\$ 39.45	8/24/2025	PO - 43197	FAS#12676 - 45 Degree Hydraulic Elbow Adapter Connector

10143 - Walker County Hardware

8/7/2025	166558	\$ 49.56	8/24/2025	PO - 42659	Hillman Fasteners x24

13258 - Summit Food Service, LLC

8/12/2025	INV2000250300	\$ 8,911.41	8/24/2025	PO - 42952	Inmate Meals - 08/02-08/25

13277 - Buckeye Cleaning Center - Houston

8/8/2025	90692020	\$ 68.40	8/24/2025	PO - 42950	Workout Cleaner/Degreaser - Qt. 12/pk

13346 - Texas Security Shredding

8/6/2025	0071573	\$ 80.00	8/24/2025	PO - 42888	Security Shredding 7/30/25

13614 - Auto Parts of Huntsville, Inc

8/1/2025	686614	\$ 73.94	8/24/2025	PO - 42947	Funnel, Antifreeze Drain Pan - 5 gal, Carlyle Pinch-Off Pliers
8/1/2025	686615	\$ 43.00	8/24/2025	PO - 42947	Gearless Brake Pad Spreader
8/4/2025	687112	\$ 39.99	8/24/2025	PO - 42947	Tire Supply Wheel Weights 30/bx

13796 - ODP Business Solutions, LLC

8/5/2025	432679744002	\$ 266.49	8/24/2025	PO - 42861	Black - compatible - MICR toner cartridge

14126 - Jeffcoat, Joe

8/14/2025	K-1642	\$ 100.00	8/24/2025		Per Diem/Extradition/Houston County, AL - 08/13-14/25

14169 - Perry Office Products, Inc.

8/7/2025	IN-1588109	\$ 1,083.73	8/24/2025	PO - 42661	Detergent Plus 15gal x2, Laundry Oxy Brilliant Bleach 15gal



Walker County
Claims and Invoices Submitted for Payment

Page 10 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

County Jail

14440 - Bradly, Cody

8/14/2025	K-1643	\$ 100.00	8/24/2025		Per Diem/Extradition/Houston County, AL - 08/13-14/25

County Jail-50010 - Totals \$ 22,087.87

County Treasurer - Collections

10284 - LexisNexis Risk Data Management, Inc.

7/31/2025	1100180464	\$ 195.25	8/24/2025		Acct#1125970 - 07/01-31/25

County Treasurer - Collections-20030 - Totals \$ 195.25

County Auditor-Financial Systems

14022 - Arctic Information Technology, Inc.

7/31/2025	MS-46421	\$ 116.74	8/24/2025		Support Services - Application (T&M) 7/29/25

County Auditor-Financial Systems-20005 - Totals \$ 116.74

Court Reporter Fees

10004 - Mills, Jacqueline A

8/4/2025	29,578	\$ 60.00	8/24/2025		Svc Rendered/Cause #29,578, James, C., 08/09/21 RE: 10-25-00083CR Court Reporter's Supplemental Record - x10pgs

11323 - Stephens, Sherry

8/6/2025	31,403	\$ 672.00	8/24/2025		CSR Svc/Cause #31,403/Nash, J., 05/21/24

Court Reporter Fees-34020 - Totals \$ 732.00

Courts-Central Costs

11872 - Zavala, Irma

8/9/2025	25-0802	\$ 895.00	8/24/2025		Services Rendered - 08/04/25

12569 - Montgomery County Clerk

8/7/2025	25-20931	\$ 425.00	8/24/2025		Physician Fee, Attorney Fees/Cause #25-20931

Courts-Central Costs-30010 - Totals \$ 1,320.00

Criminal District Attorney

10052 - Entergy

7/31/2025	138751359.2507	\$ 1,090.34	8/24/2025		Mo Svc 06/09/25-07/09/25- 1036 11th Street

13796 - ODP Business Solutions, LLC

7/31/2025	434215021001	\$ 193.90	8/24/2025		Black Toner Cartridge x2
7/31/2025	434215021001	\$ 151.23	8/24/2025	PA - 2552	Premium Card Stock, Bright White, Letter 250/pk x2, Heavy Duty Shipping Packing Tape, 6 Tape Rolls, Manila Fastener Folders 50/bx x2, Dry-Erase Markers Various Colors 12/pk, Dry-Erase Markers, Chisel Tip, Black 12/pk, Dry-Erase Markers, Fine Point, Black

Invoice Total \$ 345.13

Criminal District Attorney-32010 - Totals \$ 1,435.47



Walker County
Claims and Invoices Submitted for Payment

Page 11 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

District Attorney Supplement

11045 - Russell, Quentin

8/5/2025	K-1650	\$ 100.00	8/24/2025		Reimbursement/Registration-2025 Legislative Update-09/22/25- Round Rock, TX

11816 - Texas Department of Motor Vehicles

8/18/2025	A-2479	\$ 7.50	8/24/2025		FAS#10417/2FABP7BV9BX182037

13869 - Dillon, Carol

8/4/2025	K-1651	\$ 100.00	8/24/2025		Reimbursement/Registration-2025 Legislative Update-09/22/25- Round Rock, TX

District Attorney Supplement-32040 - Totals		\$ 207.50			

District Clerk

13346 - Texas Security Shredding

8/6/2025	0071573	\$ 40.00	8/24/2025	PO - 42888	Security Shredding 7/30/25

District Clerk-31010 - Totals		\$ 40.00			

Elections

11044 - McRae, Diana

8/14/2025	K-1648	\$ 122.50	8/24/2025		Per Diem/Miles - 175.0- Round Rock, TX - 08/10-14/25

Elections-16020 - Totals		\$ 122.50			

Emergency Operations

10052 - Entergy

7/31/2025	137532164.2507	\$ 2,705.15	8/24/2025		Mo Svc 06/10/25-07/10/25- 445 SH 75N

11780 - NI Government Services, Inc.

8/7/2025	25073229681	\$ 73.73	8/24/2025		Satellite Phone Service 07/01-31/25

13562 - Prestige Tower Services

8/7/2025	INV-636	\$ 525.00	8/24/2025	PO - 43392	Install Antenna Rotor and run cable

13676 - DirecTV LLC

8/11/2025	039643069.25081 1	\$ 144.99	8/24/2025		Monthly service - 08/10/25-09/09/25

8/11/2025	075669314.25081 1	\$ 128.99	8/24/2025		Monthly service - 08/10/25-09/09/25

Emergency Operations-46010 - Totals		\$ 3,577.86			

Facilities-Justice Center Municipal Allocation

10052 - Entergy

7/31/2025	141614206.2507	\$ 421.25	8/24/2025		Mo Svc 06/10/25-07/10/25- 717 FM 2821 Rd W

Facilities-Justice Center Municipal Allocation-17020 - Totals		\$ 421.25			



Walker County
Claims and Invoices Submitted for Payment

Page 12 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Financial Projects

12351 - Net@Work, Inc.

8/7/2025	SUV25-08339	\$ 300.00	8/24/2025		Connected with Kim to resolve issue, working with client's IT to run the fix.

Financial Projects-29990 - Totals		\$ 300.00			

General Government Projects

10708 - Siemens Industry, Inc.

8/1/2025	5332049079	\$ 852.00	8/24/2025	PO - 43014	Security Service Agreement 8/01/25-07/31/26

12281 - Blevl Engineering

7/31/2025	60491	\$ 810.00	8/24/2025	PO - 43366	Engineering fees for parking lot rehab at 340 SH 75 North Professional Services, 06/29/25-08/02/25

General Government Projects-19990 - Totals		\$ 1,662.00			

Health and Human Services -
Governmental/Services Contracts

10225 - Senior Center of Walker County

9/1/2025	SC250901	\$ 1,250.00	9/1/2025		Service Contract - 09/25

Health and Human Services - Governmental/Services Contracts-69940 - Totals		\$ 1,250.00			

IT Hardware/Software

10243 - SHI Government Solutions

7/31/2025	GB00566492	\$ 42,556.05	8/24/2025	PO - 43317	M365 G3 Unified FUSL GCC Sub Per User - Microsoft - Part#: AAD-34704 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: – 07/28/25 - 11/30/25

7/31/2025	GB00566492	(\$ 30,341.25)	8/24/2025	PO - 43317	M365 G3 Unified FUSL GCC Sub Per User - Microsoft - Part#: AAD-34704 Contract Name: Adobe/Microsoft Software & Related Services Contract #: DIR-CPO-5237 Coverage Term: – 07/28/25 - 11/30/25

Invoice Total	\$ 12,214.80				

10276 - Tyler Technologies, Inc.

8/1/2025	020-163255	\$ 2,421.45	8/24/2025		Tyler Jury SMS Text Saas Hosting 09/07/25-09/06/26

10537 - MCCI, LLC

7/31/2025	RN24025	\$ 24,807.03	8/24/2025		Annual Software Support Renewal - 9/11/25-9/10/26

IT Hardware/Software-15030 - Totals		\$ 39,443.28			



Walker County
Claims and Invoices Submitted for Payment

Page 13 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Justice Court Technology

14031 - Computer Wholesale Products of America, Inc.

8/1/2025	0024380-001	\$ 959.99	8/24/2025	PO - 43371	Image Formula DR-M140ii Scanner

Justice Court Technology-34010 - Totals		\$ 959.99			

Justice of Peace Precinct 1

10284 - LexisNexis Risk Data Management, Inc.

7/31/2025	1100180464	\$ 24.00	8/24/2025		Acct#1125970 - 07/01-31/25

Justice of Peace Precinct 1-33010 - Totals		\$ 24.00			

Justice of Peace Precinct 2

13796 - ODP Business Solutions, LLC

8/5/2025	434148014001	\$ 254.29	8/24/2025	PO - 42915	Blue Color Fast Folder 1/3 LTR x2bx, HP LJ Toner HP508A Cyan Org

Justice of Peace Precinct 2-33020 - Totals		\$ 254.29			

Justice of Peace Precinct 3

10036 - CenterPoint Energy

8/15/2025	138711346.2508	\$ 29.84	8/24/2025		Mo Svc 07/09/25-08/13/25 - 2986 SH 19 UNT GEN

10052 - Entergy

7/31/2025	137396024.2507	\$ 233.13	8/24/2025		Mo Svc 06/30/25-07/31/25- 2968 Hwy 19

13542 - Jeffcoat, Steven (Randy)

8/5/2025	K-1681	\$ 359.70	8/24/2025		Per Diem/Miles 321.0/Waco, TX - 08/03-05/25

Justice of Peace Precinct 3-33030 - Totals		\$ 622.67			

Justice of Peace Precinct 4

10052 - Entergy

7/31/2025	142756261.2507	\$ 315.80	8/24/2025		Mo Svc 06/25/25-07/28/25- 9134 SH 75S

Justice of Peace Precinct 4-33040 - Totals		\$ 315.80			

Juvenile HGAC Services Grant

12699 - Cleveland, Mervin

8/6/2025	0000091	\$ 1,395.00	8/24/2025		Svc Rnd-06/04-30/25 & 07/08-25/25 PID#3351, 3371, 3374, 3381, 3396, 3405, 3406, 3408, 3413

13270 - New Horizons Mental Wellness Counseling

8/18/2025	1084	\$ 300.00	8/24/2025		Srv Rnd/PID#3291, #3377

Juvenile HGAC Services Grant-36070 - Totals		\$ 1,695.00			

Juvenile Probation Support - General Fund

10052 - Entergy

7/31/2025	138483110.2507	\$ 443.26	8/24/2025		Mo Svc 06/09/25-07/09/25- 1021 University Ave



Walker County
Claims and Invoices Submitted for Payment

Page 14 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Juvenile Probation Support - General Fund

11776 - GTS Technology Solutions, Inc.

8/7/2025	INV87544	\$ 173.43	8/24/2025	PO - 43365	Dell WD 19S Dock Power Delivery
8/7/2025	INV87544	\$ 1,540.89	8/24/2025	PO - 43365	FAS#13942 Dell Pro 16 Plus (PB16250) XCTO Base Laptop - Item 210-BPCK

Invoice Total \$ 1,714.32

13172 - Victoria County Juvenile Services

7/31/2025	71562025	\$ 4,000.00	8/24/2025		Detention: PID#3251- 07/15-28/25 PID#112810- 07/26-31/25

13796 - ODP Business Solutions, LLC

7/29/2025	433939899001	\$ 1,130.69	8/24/2025	PO - 43364	FAS#13950 Ideal 2465 Cross-Cut Deskside paper shredder P-5 Security - Item# 841775, ideal 2465 Cross cut Deskside Paper Shredder, continuous operation, p-5 security, IDEDSH0069H

14185 - Recovery Monitoring Solutions Corporation

7/31/2025	10130993	\$ 279.00	8/24/2025		GPS Monitoring Service - July 2025 - PID 3383 07/01-31/25

Juvenile Probation Support - General Fund-36010 - Totals \$ 7,567.27

Juvenile Title IV-E

13856 - Optimum

8/12/2025	7086315011.2508	\$ 42.00	8/24/2025		Monthly Service - 08/12/25-09/11/25

Juvenile Title IV-E-36030 - Totals \$ 42.00

Litter Control - General Fund

10143 - Walker County Hardware

8/6/2025	166501	\$ 23.99	8/24/2025	PO - 42945	FAS#10298 - Hydraulic Oil ISO32 x1gal, Red Granite Carbide Hammer Drill Bit 1/4"x6"
8/6/2025	166501	\$ 7.99	8/24/2025	PO - 42945	FAS#10298 - Hydraulic Oil ISO32 x1gal, Red Granite Carbide Hammer Drill Bit 1/4"x6"

Invoice Total \$ 31.98

13614 - Auto Parts of Huntsville, Inc

8/4/2025	687121	\$ 50.11	8/24/2025	PO - 42971	FAS#11939 - 5W20 Oil Quart x7, Oil Filter
8/4/2025	687136	\$ 4.24	8/24/2025	PO - 42971	FAS#11939 - Oil Drain Plug

Litter Control - General Fund-61050 - Totals \$ 86.33

Planning and Development

10389 - Richard Rush

8/1/2025	1322	\$ 750.00	8/24/2025		GIS Consulting - 5/01-31/25
8/1/2025	1323	\$ 750.00	8/24/2025		GIS Consulting - 6/01-30/25
8/1/2025	1324	\$ 1,500.00	8/24/2025		GIS Consulting - 7/01-31/25



Walker County
Claims and Invoices Submitted for Payment

Page 15 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Planning and Development

11724 - TransUnion Risk and Alternative Data Solution, Inc.

8/1/2025	473750-202507-1	\$ 75.00	8/24/2025		Information Svcs/Acct#473750 - 07/01-31/25

13796 - ODP Business Solutions, LLC

7/23/2025	432276755001	\$ 7.51	8/24/2025	PO - 42846	Printer & Copy Paper, 10 Reams x3, Standard-Duty Storage Boxes 10/pk, 2-Color Replacement Stamp Pad, Blue/Red x3, Shutter Pre-Inked Two-Color Stamp x2 Writing Pads, 12/pk

7/23/2025	432276755001	\$ 193.25	8/24/2025	PO - 42846	Printer & Copy Paper, 10 Reams x3, Standard-Duty Storage Boxes 10/pk, 2-Color Replacement Stamp Pad, Blue/Red x3, Shutter Pre-Inked Two-Color Stamp x2 Writing Pads, 12/pk

Invoice Total	\$ 200.76

Planning and Development-61020 - Totals	\$ 3,275.76

Public Safety Governmental/Services Contracts

10020 - City of Huntsville

9/1/2025	CH250901	\$ 20,536.00	9/1/2025		Fire Protection - 09/25

Public Safety Governmental/Services Contracts-49940 - Totals	\$ 20,536.00

Public Safety Projects

14347 - Sames Laredo Chevrolet, Inc.

8/11/2025	SR319252	\$ 51,750.25	8/24/2025	PO - 43369	FAS#13945 - 2025 Chev Tahoe VIN#1GNS5UED5SR319252
8/11/2025	SR319252	\$ 300.00	8/24/2025	PO - 43369	Transport Fee

Invoice Total	\$ 52,050.25

Public Safety Projects-49990 - Totals	\$ 52,050.25

Purchasing

13346 - Texas Security Shredding

8/13/2025	0071704	\$ 40.00	8/24/2025		Security Shredding 8/06/25

Purchasing-20040 - Totals	\$ 40.00

Revenues-Sheriff Commissary Fund

13503 - NCIC Inmate Communications

7/31/2025	0030691-IN	\$ 3,951.76	8/24/2025		Commissary Sales/Debit Time/Video/Messaging-07/01-31/25

Revenues-Sheriff Commissary Fund-11578 - Totals	\$ 3,951.76

Road and Bridge General

10052 - Entergy

7/31/2025	142697036.2507	\$ 291.08	8/24/2025		Mo Svc 06/30/25-07/31/25- 2986 Hwy 19 Emulsion Tank

Road and Bridge General-82200 - Totals	\$ 291.08



Walker County
Claims and Invoices Submitted for Payment

Page 16 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 1

10052 - Entergy

7/31/2025	136102902.2507	\$ 411.16	8/24/2025		Mo Svc 06/10/25-07/10/25- 350A SH75N Road Dept

10143 - Walker County Hardware

8/5/2025	166466	\$ 5.16	8/24/2025	PO - 42866	FAS#10288 - Tension Pins 5/16 x 2 x4
8/6/2025	166494	\$ 16.73	8/24/2025	PO - 42866	FAS#9801LG - EZ FLO 3/4 in. D X 1 in. D X 7 ft L PVC Braided Tubing
8/18/2025	166979	\$ 25.99	8/24/2025	PO - 42866	Combination Padlock 2-1/4" Reset

10547 - Mustang Cat

8/7/2025	PART7025048	\$ 452.60	8/24/2025		(Ref PO#42817 – To be Credited with Invoice #PART7025050) Water Pump, Core Deposit, Gasket
8/7/2025	PART7025049	\$ 18.36	8/24/2025	PO - 42817	FAS#10192 - Water Pump Housing Gasket
8/7/2025	PART7025050	(\$ 452.60)	8/24/2025		(Ref PO#42817 - Credit for Invoice #PART7025048) Water Pump, Core Deposit, Gasket
8/11/2025	PART7027911	\$ 433.38	8/24/2025	PO - 42817	FAS#10192 -Water Pump

11389 - Huntsville A-1 Tire Repair, LLC

8/15/2025	140805	\$ 45.00	8/24/2025	PO - 42823	FAS#13857 - Tire Repair, Shop Supplies

11390 - Ellis D. Walker Trucking, LLC

7/31/2025	13006	\$ 851.37	8/24/2025	PO - 42798	28.86 Tons Limestone Road Base
8/5/2025	13014	\$ 174.93	8/24/2025	PO - 42798	10.29 Yards Concrete Rubble
8/7/2025	13049	\$ 1,375.29	8/24/2025	PO - 42798	46.62 Tons Limestone Road Base

11776 - GTS Technology Solutions, Inc.

8/13/2025	CM6404	(\$ 40.30)	8/24/2025		(Ref PO#43307 - Credit for Invoice #INV87545) Dell Slim Soundbar-SB521A
7/31/2025	INV86490	\$ 341.98	8/24/2025	PO - 43307	Dell 22" Monitor
7/31/2025	INV86490	\$ 40.30	8/24/2025	PO - 43307	Dell Slim Soundbar
7/31/2025	INV86490	\$ 1,531.01	8/24/2025	PO - 43307	FAS#13912 210-BKWN OptiPlex Small Form - Factor Plus 7020 with DVD.

Invoice Total \$ 1,913.29

8/7/2025	INV87545	\$ 40.30	8/24/2025		(Ref PO#43307 - To Be Credited with Invoice #CM6404) Dell Slim Soundbar-SB521A

12217 - Lhoist North America of Texas

8/12/2025	1114538834	\$ 7,910.57	8/24/2025	PO - 43382	24.58 Hi Cal Quicklime- Pebble- Medium

13614 - Auto Parts of Huntsville, Inc

8/7/2025	687680	\$ 51.48	8/24/2025	PO - 42765	Brake Parts Cleaner 15 oz x12
8/14/2025	689171	\$ 25.98	8/24/2025	PO - 42765	Rented Roller- Diesel Exhaust Fluid (DEF) - 2.5 gal x2
8/15/2025	689247	\$ 87.26	8/24/2025	PO - 42765	FAS#10180 - Air Filter
8/15/2025	689273	\$ 39.39	8/24/2025	PO - 42765	FAS#10180 - Oil Filter, Fuel Filter
8/15/2025	689294	\$ 104.42	8/24/2025	PO - 42765	FAS#10173 - Air Filter, Oil Filter, Fuel Filter



Walker County
Claims and Invoices Submitted for Payment

Page 17 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 1

14330 - Navasota Oil Co., Inc.

8/11/2025	476754	\$ 5,040.99	8/24/2025	PO - 43177	Fuel - Unleaded – 400 gallons Fuel - Ultra Low Diesel – 1,569 gallons Fed Oil Spill - Diesel Fed Oil Spill - Unleaded Freight

Road and Bridge Precinct 1-82210 - Totals	\$ 18,530.75

Road and Bridge Precinct 2

10098 - Reliable Parts Co.

8/11/2025	002017509	\$ 49.50	8/24/2025	PO - 42813	FAS#10228 - WIX Fuel Filter

10143 - Walker County Hardware

8/12/2025	166717	\$ 13.18	8/24/2025	PO - 42828	FAS#10380 - Toggle Switch x2 3M Chemical Splash Goggles Clear Lens Black Frame 1 pc, Igloo Red/Yellow 2 gal Water Cooler, Glasses Safety Smoke Element, N95 Paint Sanding Cup Disposable Respirator Pro- Series Valved White 10/pk x2
8/12/2025	166717	\$ 126.95	8/24/2025	PO - 42828	FAS#10380 - Toggle Switch x2 3M Chemical Splash Goggles Clear Lens Black Frame 1 pc, Igloo Red/Yellow 2 gal Water Cooler, Glasses Safety Smoke Element, N95 Paint Sanding Cup Disposable Respirator Pro- Series Valved White 10/pk x2

Invoice Total	\$ 140.13

10151 - Woods Welding, Inc.

8/11/2025	2451	\$ 26.90	8/24/2025	PO - 42902	FAS#10285 - 1 1/2" Cold Roll x18"

10317 - Home Depot

8/10/2025	9204950	\$ 72.62	8/24/2025	PO - 43376	2 in. x 8 in. x 8 ft. 2 Prime Ground Contact Pressure-Treated Southern Yellow Pine x4, 2 in. x 6 in. x 8 ft. No. 2 Prime Pressure-Treated Ground Contact Southern Pine Lumber x2, #9 x 3 in. #2 Phillips Bugle Head Coarse Thread Sharp Point Coated Exterior W

10429 - W.C. Tractor-Navasota

8/13/2025	N55694	\$ 462.66	8/24/2025	PO - 42829	FAS#12870 - Skid Wing Rear x2, Skid Shoe Front Right, Skid Shoe Front Left, 1/2 Stover Lock Front x12, 1/2"X1-12" GR5 EW x12

10614 - Doggett Machinery Services

8/11/2025	X11222	\$ 474.57	8/24/2025	PO - 42756	FAS#10228 - Alternator, Core Supplied
8/13/2025	X11252	\$ 484.34	8/24/2025	PO - 42756	FAS#10228 - Solenoid, Freight

11389 - Huntsville A-1 Tire Repair, LLC

8/6/2025	140772	\$ 85.00	8/24/2025	PO - 42780	FAS#10309 - Mount Tire x2, Shop Supply



Walker County
Claims and Invoices Submitted for Payment

Page 18 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 2

11390 - Ellis D. Walker Trucking, LLC

8/5/2025	13028	\$ 1,212.75	8/24/2025	PO - 42758	41.11 Tons Limestone Road Base
8/6/2025	13029	\$ 2,081.52	8/24/2025	PO - 42758	70.56 Tons Limestone Road Base
8/7/2025	13030	\$ 5,630.67	8/24/2025	PO - 42758	190.87 Tons Limestone Road Base
8/12/2025	13061	\$ 772.02	8/24/2025	PO - 42758	26.17 Tons Limestone Road Base
8/13/2025	13062	\$ 2,811.35	8/24/2025	PO - 42758	95.30 Tons Limestone Road Base
8/15/2025	13065	\$ 2,803.39	8/24/2025	PO - 42758	95.03 Tons Limestone Road Base

13156 - Ernst, Rhonda

9/1/2025	E250901	\$ 10.00	9/1/2025		Parking Area Lease - 09/25

13614 - Auto Parts of Huntsville, Inc

8/5/2025	687249	\$ 11.49	8/24/2025	PO - 42747	FAS#12354 - 2 Yr Warranty Battery x2, Core Deposit x2, Terminal, Warranty Credit on Battery & Core Deposit Purchased 11/15/2023 Applied to Purchase x2
8/5/2025	687249	\$ 7.91	8/24/2025	PO - 42747	Scratch Brush with Shoe Handle, Stainless, 4 x 16 Rows
	Invoice Total	\$ 19.40			
8/11/2025	688470	\$ 33.40	8/24/2025	PO - 42747	FAS#10228 - Fuel Filter
8/12/2025	688649	\$ 28.30	8/24/2025	PO - 42747	Circuit Tester, Test Light, 120 Piece Car Fuse Kit

14399 - Pool, Wayne

8/2/2025	283	\$ 6,101.57	8/24/2025	PO - 43265	41.088 Miles - County Roadside ROW Mowing

Road and Bridge Precinct 2-82220 - Totals	\$ 23,300.09

Road and Bridge Precinct 3

10036 - CenterPoint Energy

8/15/2025	138711346.2508	\$ 29.84	8/24/2025		Mo Svc 07/09/25-08/13/25 - 2986 SH 19 UNT GEN
8/15/2025	31986573.2508	\$ 55.32	8/24/2025		Mo Svc 07/09/25-08/13/25 - 2986 SH 19 B

10052 - Entergy

7/31/2025	137430310.2507	\$ 307.17	8/24/2025		Mo Svc 06/30/25-07/31/25- 2986 B Hwy 19

10073 - Linde Gas & Equipment, Inc.

8/7/2025	51374950	\$ 622.82	8/24/2025	PO - 42660	18" Cotton Welding Sleeves Green 9 oz Elastic 2 pair, Tillman Rod Holder Cowhide Leather, Select Shoulder Split Cowhide - Cotton Lined Gloves 2 pair, Cutting Torch Tip x2, Passive Welding Helmet, Lift Front, Victory 6011 1/8X10 Electrode x50lb, Victory 7
8/13/2025	51442963	\$ 244.07	8/24/2025	PO - 42660	Oxygen K (COC Only) x3, Acetylene #4 (COC Only) x2, Acetylene Contingency

10078 - McCoy's Building Supply Center

8/14/2025	4331855	\$ 236.04	8/24/2025	PO - 42668	Construction Pink Line 500', Fix-It Duct Tape 1.88" x 55 yd, #10 Thread, 3 in L, T25 Drive Size, Self Drilling Screw, Tie-Down, 1 in W, 10 ft L, CD Plywood, 23/32 in x 4 ft x 8 ft x3, 2 in x 4 in x 8 ft, Southern Pine, Stud x3, 4 x 4 x 12 (Actual: 3-1/2")



Walker County
Claims and Invoices Submitted for Payment

Page 19 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 3

10105 - Riverside SUD

8/12/2025	K-1645	\$ 4,656.48	8/24/2025	PO - 43395	Wood Farm Rd- Install 2 - 6" gate valves and parts 8 Hours Labor

10143 - Walker County Hardware

8/11/2025	166656	\$ 126.54	8/24/2025	PO - 42679	4 in. Thick Flat Chip Brush x2, Plastic 11 in. W X 15 in. L 2 qt Paint Tray Set, 2 Notch Razor Blade 2-5/16 in. L 5 pk, Rust Stop Indoor and Outdoor Gloss Safety Yellow Oil-Based Enamel Rust Prevention Paint 1 gal x2
8/11/2025	166692	\$ 47.99	8/24/2025		(Ref PO#42679 - To Be Credited with Invoice #H93917) Rust Stop Indoor and Outdoor Gloss Safety Green Oil 1 gallon
8/11/2025	166696	\$ 47.99	8/24/2025	PO - 42679	Rust Stop Indoor and Outdoor Gloss Safety Yellow Oil-Based Enamel Rust Prevention Paint 1 gal
8/12/2025	166756	\$ 23.96	8/24/2025	PO - 42679	Premium Gloss Black Paint + Primer Enamel Spray 12 oz x4
8/11/2025	H93917	(\$ 47.99)	8/24/2025		(Ref PO#42679 - Credit for Invoice #166692) Rust Stop Indoor and Outdoor Gloss Safety Green Oil 1 gallon

10174 - Grainger

8/11/2025	9602324833	\$ 106.81	8/24/2025	PA - 2582	DYNAREX Cold Pack: 4 in Temp Pack Lg, 5 in Temp Pack Wd, 4511, 24 PK, DYNAREX Cold Pack: 5 in Temp Pack Lg, 9 in Temp Pack Wd, 4512, 24 PK, MEDSOURCE Cold Pack: 8 in Temp Pack Lg, 6 in Temp Pack Wd, MS-CD6X8, 48 PK

10788 - Daisy's Diner Country Store

8/6/2025	75399	\$ 99.90	8/24/2025	PO - 42652	Lunches for Paving Crew - 08/06/25
8/19/2025	76520	\$ 109.89	8/24/2025	PO - 42652	Lunches for Paving Crew - 08/19/25 Wood Farm Rd.

11389 - Huntsville A-1 Tire Repair, LLC

8/14/2025	139187	\$ 185.00	8/24/2025	PO - 42655	FAS#13692 - Service Charge, Tire Repair
8/12/2025	140794	\$ 265.00	8/24/2025	PO - 42655	FAS#10182 - Tire Mount x2, Tire Rotation x2, 25" Orings x2, Shop Supply

11390 - Ellis D. Walker Trucking, LLC

7/31/2025	12999	\$ 2,032.85	8/24/2025	PA - 2480	68.91 Tons Limestone Road Base
7/31/2025	13003	\$ 411.82	8/24/2025	PA - 2480	13.96 Tons Limestone Road Base
7/31/2025	13005	\$ 1,242.25	8/24/2025	PA - 2480	42.11 Tons Limestone Road Base

11427 - Husky Trailer & Parts Mfg.

8/12/2025	7795	\$ 29.98	8/24/2025	PO - 42657	3/8" Slip Hook x2, 1/4" Snapper Pin x5
8/12/2025	7795	\$ 83.00	8/24/2025	PO - 42657	FAS#13930 - 12 ga Brake Wire x100 Feet

Invoice Total \$ 112.98

12490 - Cintas Corporation #2

8/6/2025	4239248389	\$ 5.85	8/24/2025	PA - 2515	Mat Rentals
8/6/2025	4239248389	\$ 137.16	8/24/2025	PA - 2515	Uniform Service
		Invoice Total			\$ 143.01
8/13/2025	4240033072	\$ 119.85	8/24/2025	PA - 2515	Uniform Service



Walker County
Claims and Invoices Submitted for Payment

Page 20 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 3

13055 - Hoeser, Bonner

8/13/2025	106155	\$ 2,145.00	8/24/2025	PO - 42654	FAS#10310 - Remove Old Hydraulic Pump and Controls, Replace with New Hydraulic Pump and Controls, Parts & Labor

13110 - Bobcat Company

7/31/2025	25136757	\$ 888.35	8/24/2025	PO - 43345	FAS#12728 - A/C Repair, Freight, Labor & Parts
7/31/2025	25136757	\$ 1,596.91	8/24/2025	PO - 43345	FAS#12728 - Boom Repair, Freight, Labor & Parts
7/31/2025	25136757	\$ 3,329.28	8/24/2025	PO - 43345	FAS#12728 - Replace Tracks, Freight, Parts & Labor

Invoice Total \$ 5,814.54

13614 - Auto Parts of Huntsville, Inc

8/8/2025	688060	\$ 190.51	8/24/2025	PO - 42638	FAS#10310 - Hydraulic Fluid 5-gal x3, Coupling x2, Air Brake Hose 32 feet

8/8/2025	688060	\$ 17.99	8/24/2025	PO - 42638	Tub O Towels 90 Count

Invoice Total \$ 208.50

8/14/2025	689124	\$ 19.99	8/24/2025	PO - 42638	Rags 300ct

Road and Bridge Precinct 3-82230 - Totals \$ 19,367.62

Road and Bridge Precinct 4

10052 - Entergy

7/31/2025	141308965.2507	\$ 322.28	8/24/2025		Mo Svc 06/25/25-07/28/25- 9368 SH 75S

10067 - Huntsville Truck & Tractor, Inc.

8/5/2025	54856	\$ 113.06	8/24/2025	PO - 42720	FAS#10204 - Hydraulic Coupler 1/2" NPT x2, 1/2" NPT Standard Male Tip x2

10092 - Powers Auto Supply

8/14/2025	165660	\$ 51.95	8/24/2025		Absorb-N-Dry x3, Berryman B-12 Chemtool Carburetor Cleaner - 20 fl oz x2

8/14/2025	165660	\$ 48.00	8/24/2025	PA - 2505	FAS#12417 - Diesel Exhaust Fluid (DEF) - 2.5 gal x4

8/14/2025	165660	\$ 77.88	8/24/2025		Power Steering Fluid 1 QT X12

Invoice Total \$ 177.83

10098 - Reliable Parts Co.

8/14/2025	002017729	\$ 119.50	8/24/2025	PA - 2506	Oil Dry x10

10323 - Mason Davis Hardware, LLC

7/31/2025	1958	\$ 706.84	8/24/2025		FAS#13680 - Nut x2, Bolt x2, FAS#12659 - 1/4" Flare Plug x2, 3/8" Flare Plug x2, FAS#12659 - 1/4" Plug, 3/8" Nipple, Fas#13333 - 1/2 13x36 Rod x2, Fas#10204 - Limb Saw Shaft, Labor, Fas#10204 - Chainsaw Chain 26RS 81, Chainsaw Bar, Fas#10204 - Rapid Micro

7/31/2025	1958	\$ 86.76	8/24/2025	PA - 2504	Washers x72, 2 Gal. SureSpray Sprayer with Adjustable Poly Cone Nozzlex2, Single Cut Key x2

Invoice Total \$ 793.60

11987 - Heavyquip

8/7/2025	30971001	\$ 3,962.50	8/24/2025	PO - 42719	FAS#10197 - 5/8x6x7 Grader Blade HT 5 x50, Freight



Walker County
Claims and Invoices Submitted for Payment

Page 21 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Road and Bridge Precinct 4

12499 - Vulcan Construction Materials, LLC

8/12/2025	4179192	\$ 2,931.35	8/24/2025	PA - 2571	55.04 Tons 3.0 SACK Cement Stabilized Sand 10.5%/12.69 Tons 3x5 STONE

13055 - Hoeser, Bonner

8/13/2025	106156	\$ 495.00	8/24/2025	PA - 2536	FAS#12600 - Service Call to New Waverly, Check and Bypass Air Dryer

13614 - Auto Parts of Huntsville, Inc

8/14/2025	689173	\$ 92.90	8/24/2025	PA - 2496	Floor Dry x10.00

14273 - Rebel Contractors Inc

8/7/2025	07-049-25	\$ 11,165.84	8/24/2025	PO - 42965	398.78 Tons Crushed Concrete
8/13/2025	08-008-25	\$ 1,568.28	8/24/2025	PO - 42965	56.01 Tons Crushed Concrete
8/19/2025	873957	\$ 243.88	8/24/2025	PO - 42965	8.71 Tons Crushed Concrete

14330 - Navasota Oil Co., Inc.

8/13/2025	476902	\$ 3,242.32	8/24/2025	PO - 43178	Fuel - Unleaded – 285 gallons Fuel - Ultra Low Diesel – 1,000 gallons Fed Oil Spill - Diesel Fed Oil Spill - Unleaded Freight

Road and Bridge Precinct 4-82240 - Totals	\$ 25,228.34

Sheriff

10143 - Walker County Hardware

8/11/2025	166678	\$ 33.21	8/24/2025	PO - 42879	3M Super 77 Super Strength Clear Spray Adhesive 14.1 oz x2, Single Cut Key x2

10927 - Onsite Decals.com

8/15/2025	18973	\$ 1,275.00	8/24/2025	PO - 43373	FAS#13941 - Digital Prints K9 Graphics - Graphics for the 2025 K9 Tahoe

12271 - Enterprise Rent a Car

8/21/2025	3009556879	\$ 415.00	8/24/2025	PO - 43349	Vehicle Repair- Rental -VIN#7MMVABCM7PN147393 Glass Replacement including install, kit, calibrations & moldings Claim #22397865/Unit#7WVGNO



Walker County
Claims and Invoices Submitted for Payment

Page 22 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description
Sheriff					
<u>13614 - Auto Parts of Huntsville, Inc</u>					
7/30/2025	686198	(\$ 2.31)	8/24/2025		(Ref PO#42871 - Credit for Invoice #687613) Curved Radiator Hose(Purchased on Invoice 392462, 4/05/21), Slide Terminal x50, Includes Sales Tax
7/30/2025	686198	(\$ 8.07)	8/24/2025		(Ref PO#42871 - Credit for Invoice #687613) Filter Wrench Warranty (Item purchased Invoice#685358 7/25/25)
	Invoice Total	(\$ 10.38)			
8/1/2025	686592	\$ 107.97	8/24/2025	PO - 42871	FAS#13136 - (Ref PO#42871 – To be Credited with Invoice #688925) Tire Pressure Monitoring System x3
8/1/2025	686592	\$ 35.99	8/24/2025	PO - 42871	FAS#13136 - Tire Pressure Monitoring System
	Invoice Total	\$ 143.96			
8/1/2025	686653	\$ 289.99	8/24/2025	PO - 42871	FAS#13136 - Wheel Bearing and Hub Assembly
8/4/2025	687015	\$ 149.35	8/24/2025	PO - 42871	FAS#13376 - 2 Yr Warranty Battery, Enviromental Fee, Core Deposit Provided
8/5/2025	687219	\$ 25.39	8/24/2025	PO - 42871	FAS#13140 - Air Filter
8/5/2025	687348	\$ 100.48	8/24/2025	PO - 42871	FAS#13136 -Oxygen (O2) Sensor x4
8/6/2025	687613	\$ 21.37	8/24/2025		(Ref PO#42871 - Credited with Invoice #686198) Curved Radiator Hose, Oil Filter, Slide Terminal x50, Includes Sales Tax
8/6/2025	687613	(\$ 10.99)	8/24/2025		(Ref PO#42871 - To Be Credited with Invoice #686198) Filter Wrench
	Invoice Total	\$ 10.38			
8/6/2025	687614	(\$ 20.39)	8/24/2025		(Ref PO#42871) Curved Radiator Hose, Oil Filter (Purchased on Invoice 687613 8/06/25), Slide Terminal x50
8/6/2025	687614	\$ 10.99	8/24/2025		(Ref PO#42871) Filter Wrench
	Invoice Total	(\$ 9.40)			
8/8/2025	687982	\$ 20.84	8/24/2025	PO - 42871	FAS#13874 - Permatex Gasket Sealer Black 16Br RTV Silicone, Mounting Tape Black Gorilla Heavy Duty Mounting Tape 60"
8/11/2025	688391	\$ 154.99	8/24/2025	PO - 42871	FAS#13719 - Front Pads, Brake Pads
8/13/2025	688844	\$ 222.00	8/24/2025	PO - 42871	FAS#13489 - Front Pads, Front Brake Rotor x2
8/13/2025	688845	\$ 34.56	8/24/2025	PO - 42871	FAS#13376 - Wiper Blade x2
8/13/2025	688925	(\$ 107.97)	8/24/2025		FAS#13136 - (Ref PO#42871 - Credit for Invoice #686592) Tire Pressure Monitoring System x3
<u>13640 - Henson Chrysler Dodge Jeep Ram</u>					
8/7/2025	5011474	\$ 481.90	8/24/2025	PO - 43079	FAS#13699, N-Tire x2
8/12/2025	5011501/1	\$ 148.28	8/24/2025	PO - 43079	FAS#13376 - Fuel Injector Kit FAS#13400 - Windshield Washer Pump
Sheriff-41010 - Totals		\$ 3,377.58			



Walker County
Claims and Invoices Submitted for Payment

Page 23 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

SPU - State General Allocation

10038 - Federal Express Corporation

8/7/2025	8-948-03692	\$ 12.70	8/24/2025		Acct#1273-1435-7/Postage 07/10/25
8/14/2025	8-954-70265	\$ 7.61	8/24/2025		Acct#1273-1435-7/Postage 08/07/25

10052 - Entergy

7/31/2025	135944809.2507	\$ 241.01	8/24/2025		Mo Svc 06/10/25-07/10/25- 119 Sh 75N SPC 300

10212 - Thomson Reuters - West

8/1/2025	852324504	\$ 215.79	8/24/2025		Acct#1003634771 - 07/01-31/25

10284 - LexisNexis Risk Data Management, Inc.

7/31/2025	1100170940	\$ 200.00	8/24/2025		Acct#1020409 - 07/01-31/25

11779 - Knight, Robert

8/6/2025	K-1679	\$ 224.00	8/24/2025		Per Diem/Brazoria County, TX -08/03-06/25

11816 - Texas Department of Motor Vehicles

8/18/2025	A-2479	\$ 22.50	8/24/2025		FAS#12358/1G1ZC5ST4GF273137 FAS#13089/4T1C11AK5MU606890 FAS#12496/4T1BF1FKXHU409225

12183 - Choate, Jack

8/6/2025	K-1673	\$ 240.00	8/24/2025		Per Diem/Dallas, TX - 8/04-06/25

12906 - Thayer, Olivia

8/5/2025	K-1678	\$ 156.00	8/24/2025		Per Diem/Brazoria County, TX -08/03-05/25

13346 - Texas Security Shredding

8/6/2025	0071573.	\$ 40.00	8/24/2025	PA - 2577	Security Shredding 7/30/25

14008 - Quisenberry, Eric

8/6/2025	K-1677	\$ 272.00	8/24/2025		Per Diem/Angleton, Huntsville, Lamesa, TX -08/03-06/25

SPU - State General Allocation-35030 - Totals **\$ 1,631.61**

SPU Civil Division

10038 - Federal Express Corporation

7/31/2025	8-940-79000	\$ 17.56	8/24/2025		Acct#2517-1650-1/Shipping 07/22/25

10212 - Thomson Reuters - West

8/1/2025	852324504	\$ 215.79	8/24/2025		Acct#1003634771 - 07/01-31/25

10284 - LexisNexis Risk Data Management, Inc.

7/31/2025	1100171957	\$ 78.55	8/24/2025		Acct#1474540 - 07/01-31/25



Walker County
Claims and Invoices Submitted for Payment

Page 24 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

SPU Civil Division

10483 - Jason Dunham PhD.

8/6/2025	K-1663	\$ 8,974.78	8/24/2025		Svc Rend/Wildberger, J., 07/26-30/25
8/6/2025	K-1664	\$ 4,550.00	8/24/2025		Svc Rend/Cameron, V., 08/03-06/25
8/7/2025	K-1665	\$ 5,075.00	8/24/2025		Svc Rend/Calhoun, K., 08/04-07/25

10552 - ZA & Associates

8/11/2025	K-1653	\$ 2,450.00	8/24/2025		Svc Rend/Inv#1/Smith, G.-07/06-09/25
8/11/2025	K-1656	\$ 1,750.00	8/24/2025		Svc Rend/Inv#2/Alvarez, C.-07/18-30/25
8/11/2025	K-1657	\$ 875.00	8/24/2025		Svc Rend/Inv#2/Hill, E.-07/11/25
8/11/2025	K-1658	\$ 525.00	8/24/2025		Svc Rend/Inv#2/Jensen, D.-07/29/25
8/11/2025	K-1659	\$ 350.00	8/24/2025		Svc Rend/Inv#2/Ortega, M.-07/17/25
8/11/2025	K-1660	\$ 3,675.00	8/24/2025		Svc Rend/Inv#4/DeLaGarza, J.-07/08-23/25
8/11/2025	K-1661	\$ 2,450.00	8/24/2025		Svc Rend/Inv#6/Briseno, M.-07/01-02/25
8/11/2025	K-1662	\$ 175.00	8/24/2025		Svc Rend/Inv#8/Orta, A.-07/16/25

10795 - Faseler, Erin K

8/6/2025	K-1668	\$ 200.00	8/24/2025		Per Diem/Dallas, TX - 8/03-06/25
7/31/2025	K-1680	\$ 116.90	8/24/2025		Reimbursement/Reporter's Record- Case#05-14-00562-CR, Reich, T. Fee Receipt #3631

10801 - Whittmore, Maureen D

8/6/2025	K-1671	\$ 260.00	8/24/2025		Per Diem/Dallas, TX - 8/03-06/25

11816 - Texas Department of Motor Vehicles

8/18/2025	A-2479	\$ 7.50	8/24/2025		FAS#12284/2G1WF5E38D1265891

12171 - SLS Litigation Services, LLC

7/31/2025	28507	\$ 165.00	8/24/2025		Svc Rend/Case#57002/Viera III, P., 05/30/25
7/31/2025	28508	\$ 185.00	8/24/2025		Svc Rend/Case#2025-1454-2/Satchell, A., 06/12/25
7/31/2025	28510	\$ 165.00	8/24/2025		Svc Rend/Case#112910-B-CV/Wilson, A., 06/10/25
8/14/2025	28990	\$ 135.00	8/24/2025		Svc Rend/Case#D-1-GN-25-004317/Hill, J., 08/04/25
8/15/2025	29033	\$ 135.00	8/24/2025		Svc Rend/Case#16110450101Z/Anderson Sr., D., 08/06/25
8/15/2025	29034	\$ 135.00	8/24/2025		Svc Rend/Case#2025-DCL-04331/Mendoza Jr., F., 08/06/25

12390 - Array

8/1/2025	81369	\$ 612.00	8/24/2025		Svc Rend/Case#118294-422/Waller, P., 07/11/25
8/7/2025	81739	\$ 442.85	8/24/2025		Svc Rend/Case#06942540101Z/Dominguez, G., 06/30/25
8/11/2025	81806	\$ 563.45	8/24/2025		Svc Rend/Case#131231-CV/Garces, A., 07/21/25
8/13/2025	81977	\$ 823.45	8/24/2025		Svc Rend/Case#2024DCV-4343-H/DeLaGarza, J., 07/23/25



Walker County
Claims and Invoices Submitted for Payment

Page 25 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

SPU Civil Division

12644 - Waller, Sarah

8/6/2025	K-1672	\$ 200.00	8/24/2025		Per Diem/Dallas, TX - 8/03-06/25
7/31/2025	K-1675	\$ 316.00	8/24/2025		Per Diem/San Antonio, Bexar County, TX -07/27-31/25

13346 - Texas Security Shredding

8/6/2025	0071573.	\$ 40.00	8/24/2025		Security Shredding 7/30/25

13682 - Price Proctor

8/5/2025	2453	\$ 3,850.00	8/24/2025		Svc Rend/Cause#CV2570001/Galvan Jr., H., 04/22-23/25
8/5/2025	2454	\$ 8,050.00	8/24/2025		Svc Rend/Cause#TDCJ#632863/Martinez Jr., J., 05/05-19/25
8/9/2025	2484	\$ 11,305.00	8/24/2025		Svc Rend/Clark, D., 04/29/25-08/08/25
8/14/2025	2494	\$ 6,037.50	8/24/2025		Svc Rend/Cause#TDCJ#2465206/Early, S., 06/16/25-08/06/25
8/14/2025	2495	\$ 2,887.50	8/24/2025		Svc Rend/Cause#TDCJ#2135636/Jacobs, T., 06/12-13/25
8/14/2025	2496	\$ 3,937.50	8/24/2025		Svc Rend/Cause#TDCJ#2380370/Baham, D., 06/08/25-07/12/25
8/15/2025	2497	\$ 5,743.38	8/24/2025		Svc Rend/Cause#TDCJ#770244/Dominguez, G., 06/30/25-08/11/25
8/14/2025	2498	\$ 5,162.50	8/24/2025		Svc Rend/Cause#CV2570001/Galvan Jr., H., 07/12/25-08/14/25
8/16/2025	2499	\$ 4,200.00	8/24/2025		Svc Rend/Cause#TDCJ#2491465/Shipley, W., 06/23/25-07/02/25

14412 - Raun, Heather

8/6/2025	K-1670	\$ 260.00	8/24/2025		Per Diem/Dallas, TX - 8/03-06/25
7/31/2025	K-1676	\$ 316.00	8/24/2025		Per Diem/San Antonio, TX -07/27-31/25

14425 - Simler, Chris

8/6/2025	K-1669	\$ 260.00	8/24/2025		Per Diem/Dallas, TX - 8/03-06/25

14443 - Ninth Court of Appeals

8/20/2025	K-1667	\$ 440.50	8/24/2025		Clerk's Record-Appeals #09-08-00480-CV/Newsom, H.

SPU Civil Division-35040 - Totals		\$ 88,113.71			

SPU Juvenile Division

10052 - Entergy

7/31/2025	136069523.2507	\$ 84.36	8/24/2025		Mo Svc 06/10/25-07/10/25- 119 SH 75N Spc 800

10212 - Thomson Reuters - West

8/1/2025	852324504	\$ 215.79	8/24/2025		Acct#1003634771 - 07/01-31/25

13287 - Greer, Angie

7/31/2025	K-1674	\$ 492.60	8/24/2025		Per Diem/Miles 578.0 - Cooke County, Gainesville, TX - 07/29-30/25



Walker County
Claims and Invoices Submitted for Payment

Page 26 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

SPU Juvenile Division

14038 - Scott Brown Commercial

8/19/2025	819	\$ 19,500.00	8/24/2025		Lease-Nrth Pnt Plz#218,Denton,TX Billing Period-09/01/24-08/19/25 (Only billed for 10 months)

SPU Juvenile Division-35050 - Totals		\$ 20,292.75			

Texas AgriLife Extension Service

10867 - Titzman, Kristy K

8/4/2025	A-2471	\$ 836.21	8/24/2025		Lodging/Flight/Amarillo, TX 08/04-07/25
8/4/2025	A-2471	\$ 250.00	8/24/2025		Registration/2025 TAE4-HYDP State Conference 08/04-07/25

Invoice Total	\$ 1,086.21				

13796 - ODP Business Solutions, LLC

7/28/2025	431845802001	\$ 256.52	8/24/2025	PO - 42650	Black Toner Cartridge, Yellow Toner Cartridge, Printer & Copy Paper, 10 Reams, x2

14385 - McCormick, Ryan

8/4/2025	K-1654	\$ 92.70	8/24/2025		Parking/Miles- 111.0/College Station, TX - 08/04/25
8/5/2025	K-1655	\$ 92.70	8/24/2025		Parking/Miles- 111.0/College Station, TX - 08/05/25

14402 - Smith, Samantha

7/11/2025	A-2469	\$ 82.60	8/24/2025		Miles 118 - Houston, TX - 07/11/25
7/11/2025	A-2469	\$ 199.00	8/24/2025		Registration CPR Instructor Course

Invoice Total	\$ 281.60				

Texas AgriLife Extension Service-70020 - Totals		\$ 1,809.73			

Voter Registration

11044 - McRae, Diana

8/14/2025	K-1648	\$ 205.00	8/24/2025		Per Diem/Miles - 175.0- Round Rock, TX - 08/10-14/25

Voter Registration-16010 - Totals		\$ 205.00			

Walker County Central Dispatch Services

10052 - Entergy

7/31/2025	141614206.2507	\$ 187.21	8/24/2025		Mo Svc 06/10/25-07/10/25- 717 FM 2821 Rd W

10269 - AT&T

8/9/2025	436-4900.080925	\$ 53.66	8/24/2025		Monthly Service - 08/09/25-09/08/25



Walker County
Claims and Invoices Submitted for Payment

Page 27 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Walker County Central Dispatch Services

13796 - ODP Business Solutions, LLC

7/28/2025	430099867001	\$ 423.65	8/24/2025	PO - 42991	Stapler, 20 Sheets Capacity, Black x2, HP 87A Black Toner Cartridge x2 A-Z Pressboard File Guides, Set of 25 x2, File Folders, 1/3 Tab Cut 100/pk x2

7/28/2025	430099867001	\$ 94.03	8/24/2025	PO - 42991	Stapler, 20 Sheets Capacity, Black x2, HP 87A Black Toner Cartridge x2 A-Z Pressboard File Guides, Set of 25 x2, File Folders, 1/3 Tab Cut 100/pk x2

Invoice Total	\$ 517.68

7/26/2025	430129117001	\$ 69.43	8/24/2025	PO - 42991	Pressboard End-Tab Guides, A-Z, 25/pk

7/28/2025	430129120001	\$ 28.19	8/24/2025	PO - 42991	Stackable Paper Trays 2/pk

13856 - Optimum

8/12/2025	7086315011.2508	\$ 301.00	8/24/2025		Monthly Service - 08/12/25-09/11/25

Walker County Central Dispatch Services-46500 - Totals	\$ 1,157.17

Walker County EMS - Emergency Services

10052 - Entergy

7/31/2025	137702163.2507	\$ 389.45	8/24/2025		Mo Svc 06/17/25-07/17/25- 230 SH 19

10073 - Linde Gas & Equipment, Inc.

8/9/2025	51408892	\$ 184.97	8/24/2025	PO - 42781	Oxygen USP AD x8, Oxygen USP K x2, Energy and Fuel Charge, Haz Material Charge, Delivery Charge

8/15/2025	51477861	\$ 105.77	8/24/2025	PO - 42781	Oxygen USP AD x3, Energy and Fuel Charge, Haz Material Charge, Delivery Charge

10092 - Powers Auto Supply

8/9/2025	165501	\$ 24.00	8/24/2025	PO - 43401	BB Diesel Exhaust Fluid

10268 - Zoll Medical Corporation

8/8/2025	4300332	\$ 712.58	8/24/2025	PO - 42839	OneStep Pediatric CPR Electrode 8/cs

10269 - AT&T

8/9/2025	436-4900.080925	\$ 47.66	8/24/2025		Monthly Service - 08/09/25-09/08/25

10273 - Capital One

8/5/2025	TR# 00773	\$ 84.88	8/24/2025		GV Disinfecting Wipes 300 ct 4/pk, Toilet Bowl Cleaners, Fresh Scent, 24 Fluid oz x4, Pine Sol 60 oz x3, Xtra Laundry Detergent, GV Dish 40 Fluid Oz x5

8/5/2025	TR# 00773	\$ 17.91	8/24/2025		TW Car Wash 16 oz x3

Invoice Total	\$ 102.79

8/5/2025	TR# 08635	\$ 698.00	8/24/2025	PA - 2517	Apple IPAD 11-inch with A16 Chip 128GB x2 SN# SFNW5VQ7X6L SN# SDW7J3GX02X



Walker County
Claims and Invoices Submitted for Payment

Page 28 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Walker County EMS - Emergency Services

10324 - Huntsville Discount Tires

8/18/2025	1071	\$ 212.03	8/24/2025	PO - 42791	FAS#13840 - 150HR Maintenance, Oil Filter, Air Filter, Oil 30W Qt x2

10361 - Bound Tree Medical LLC

8/4/2025	85867285	\$ 6,100.78	8/24/2025	PA - 2586	Suction Unit with Vinyl Case, Charger & DC Cable x2, Replacement Battery For S-SCORT III 74000 or 2315 New Sentinel Suction Unit x2, EtCO2/O2 Dual Sampling Oral-Nasal Cannulas with Universal Connector Multipack 15pk/cs, 70% Isopropyl Alcohol, 16oz 12/cs,
8/12/2025	85878408	\$ 68.00	8/24/2025	PA - 2586	C4 Midazolam, 5mg, 5mL Vial 10/bx x4
8/13/2025	85880239	\$ 7,425.00	8/24/2025	PO - 42937	Needle Set Kit with Stabilizer and Extension Set, 15mm 6ea/cs x3, Needle Set Kit with Stabilizer and Extension Set, 25mm 6ea/cs x3, Needle Set Kit with Stabilizer and Extension Set, 45mm 6ea/cs x3

10412 - Frazer, LTD

7/21/2025	101590	\$ 87.48	8/24/2025	PO - 42787	FAS#13771 - Bracket-Door Shock Mount, Bracket-Hat 10mm Ball Stud, Shock-Gas, Freight

13614 - Auto Parts of Huntsville, Inc

7/7/2025	682011	\$ 49.56	8/24/2025	PO - 42788	FAS#13088 - R-134a Refrigerant with UV Dye 12oz R-134a Hose and Gauge
7/7/2025	682011	\$ 14.53	8/24/2025	PO - 42788	FAS#13088 - R-134a Refrigerant with UV Dye 12oz R-134a Hose and Gauge

Invoice Total \$ 64.09

8/11/2025	688369	\$ 25.98	8/24/2025	PO - 42788	FAS#13840 - Diesel Exhaust Fluid (DEF) - 2.5 gal x2
8/15/2025	689321	\$ 26.98	8/24/2025	PO - 42788	6 Foot Lightning Cable

13640 - Henson Chrysler Dodge Jeep Ram

7/24/2025	6022766/1	\$ 242.64	8/24/2025	PO - 43353	FAS#13755 - Diesel Oil Change, Oil Filter, Oil Quart x12, Rotate & Balance Tires, Parts & Labor
7/29/2025	6022852/1	\$ 234.12	8/24/2025	PO - 43353	FAS#13756 - Diesel Oil Change, Oil Filter, 5W40 Oil Quart x13, Tire Rotation with Balance for Dually Only, Parts & Labor
8/4/2025	6022952/1	\$ 297.93	8/24/2025	PO - 43353	FAS#13840 - Diesel Oil Change, Oil Filter, Oil Quart x15, Rotate Tires Dually Only, Parts & Labor
8/12/2025	6023040/1	\$ 1,566.53	8/24/2025	PO - 43353	FAS#13492 - Replaced Both Batteries, Installed Front Brake Pad Kit, Installed Front Rotors x2, Parts & Labor
8/15/2025	6023062/1	\$ 3,309.50	8/24/2025	PO - 43353	FAS#13771 - Front Brake Pads x2, Brake Rotors x4, Disc Brake Caliper, Cone Wheel Bearing x4, Rear Disc Brake Wheel Bearing Seal x2, O-Ring x2, Wheel Bearing Cup x4, Replaced Battery Under Warranty, Parts & Labor

13856 - Optimum

8/12/2025	7086315011.2508	\$ 301.00	8/24/2025		Monthly Service - 08/12/25-09/11/25

14367 - EMS Management & Consultants Inc.

7/31/2025	EMS-018209	\$ 12,215.20	8/24/2025		Commission on collections billed by EMS MC - July 2025



Walker County
Claims and Invoices Submitted for Payment

Page 29 of 29

Invoice date	Invoice	Amount	Due Date	PO/PA	Description

Walker County EMS - Emergency Services-46100 - Totals		\$ 34,442.48			

Weigh Station Utilites and Services

10052 - Entergy

7/31/2025	134544790.2507	\$ 435.20	8/24/2025		Mo Svc 06/25/25-07/28/25- 1425 IH 45
7/31/2025	142253384.2507	\$ 454.43	8/24/2025		Mo Svc 06/25/25-07/28/25- 1425 IH 45 Scales

10718 - DISH Network Services, LLC

8/16/2025	84961429.081625	\$ 66.38	8/24/2025		Monthly Service - 08/31/25-09/30/25

14436 - Yates, Don

8/12/2025	DY080925	\$ 450.00	8/24/2025		Mowing - Weigh Station - 08/09/25

Weigh Station Utilites and Services-45020 - Totals		\$ 1,406.01			

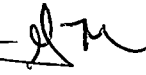
Report Totals		\$ 526,451.55			

Walker County
TAX LEVY 2023-2024 - CURRENT TAX LEVY 2024-2025

Month	Prior Adj. Tax Levy 23-24 Yr	Total Collected to Date (Prior Year) 23-24 Yr	Percentage	Current Adj. Tax Levy 24-25 Yr	Total Collected to Date (Current Year 24-25)	Percentage Adj. Levy	Percentage Original Levy
October	28,401,039.23	402,153.29	0.0142	30,795,490.42	256,028.02	0.0083	0.0083
November	28,397,743.83	1,915,854.67	0.0675	30,726,290.11	2,214,602.21	0.0721	0.0719
December	28,205,562.23	6,914,527.00	0.2451	30,698,539.08	8,099,193.79	0.2638	0.2630
January	28,210,792.05	16,358,517.00	0.5799	30,668,636.64	23,214,794.85	0.7570	0.7538
February	28,191,298.90	24,921,841.13	0.8840	30,660,314.26	27,780,765.51	0.9061	0.9021
March	28,182,320.65	26,084,061.91	0.9255	30,658,113.56	28,453,897.13	0.9281	0.9240
April	28,136,896.49	26,445,825.46	0.9399	30,644,641.54	28,622,870.07	0.9340	0.9295
May	28,126,184.52	26,770,635.39	0.9518	30,645,324.13	29,113,420.64	0.9500	0.9454
June	28,093,641.04	26,913,155.07	0.9580	30,634,421.00	29,341,365.90	0.9578	0.9528
July	28,090,546.67	27,108,918.20	0.9651	30,621,860.44	29,492,993.81	0.9631	0.9577
August							
September							

MEMORANDUM

TO: Scott Swigert, Huntsville City Manager
Colt Christian, Walker County Commissioner's Court

FROM: Greg Mathis, Fire Chief 

DATE: 8/01/2025

SUBJECT: Report of Fires and Calls Answered - July 2025

	This Month	FY 24/25 YTD	FY 23/24 YTD	FY 22/23 YTD
Total number of calls answered:	162	1711	1793	1486
Number inside city limits	148	1468	1600	1319
Number outside city limits	14	243	189	167
Number in West District	2	75	18	40
Main alarms answered:	5	129	164	181
Number inside city limits	4	86	120	131
Number outside city limits	1	43	44	50
Number in West District	1	6	1	6
Burning Permits Issued	60	540	780	660
Inspections Made	10	118	78	105
Presentations Made	3	31	48	55
People Present (Presentations)	45	5975	4183	9442
Training Hours Completed	92.50	846.83	3259.4	3667

Walker County Monthly Investment Report July 2025

This report is made in accordance with provisions of Government code 2256 (Section 2256.023), The Public Funds Investment Act. The investments held in the Walker County portfolio comply with the Public Funds Investment Act and with the County's investment policy and strategies

	Beginning	Ending
Book Value	\$48,408,722.41	\$44,577,023.97
Market Value	\$48,408,722.41	\$44,577,023.97
Interest Added		\$168,301.56
Weighted Average Maturity		31
Average yield to Maturity at 07/31/2025		4.26%

Kayleigh Punsley
08/11/25
Amy Klawnsky
8/11/2025

Summary of Investments Earnings

July-25

Fund	Beginning Balance	Deposits to Texpool	Withdrawals from Texpool	Interest Earnings	Month Ending Balance
Texpool Account 236151301000					
General Fund	\$ 12,155,120.72	\$ 2,272,328.59	\$ (4,500,845.23)	\$ 36,784.22	\$ 9,963,388.30
General Projects Fund	\$ 3,490,606.44	\$ -	\$ (120,000.00)	\$ 12,701.97	\$ 3,383,308.41
General Capital Projects Fund	\$ 5,916,662.05	\$ -	\$ -	\$ 21,668.38	\$ 5,938,330.43
Corona Virus Relief Fund	\$ -	\$ -	\$ -	\$ -	\$ -
TASK FORCE	\$ 70,078.76	\$ -	\$ -	\$ 256.65	\$ 70,335.41
Heathly County Initiative	\$ 15,825.29	\$ -	\$ -	\$ 57.96	\$ 15,883.25
State Sheriff Grant	\$ 16,914.37	\$ -	\$ -	\$ 61.94	\$ 16,976.31
State CDA Grant	\$ 34.56	\$ -	\$ -	\$ 0.13	\$ 34.69
Series 2012 CO Interest & Sinking	\$ 1,588,094.14	\$ -	\$ (1,200,715.00)	\$ 5,389.29	\$ 392,768.43
Road & Bridge	\$ 2,407,664.01	\$ 300,000.00	\$ (625,000.00)	\$ 9,032.42	\$ 2,091,696.43
EMS	\$ 4,903,692.50	\$ -	\$ (300,000.00)	\$ 17,391.61	\$ 4,621,084.11
SB22-CDA Grant FY 2025	\$ 85,958.69	\$ -	\$ (22,985.14)	\$ 256.46	\$ 63,230.01
SB22-Sheriff Grant FY 2025	\$ 293,016.75	\$ -	\$ (3,628.45)	\$ 1,065.39	\$ 290,453.69
Affordable Housing Initiatives	\$ -	\$ -	\$ -	\$ -	\$ -
County Records Management	\$ -	\$ -	\$ -	\$ -	\$ -
County Records II Digitize	\$ 70,540.32	\$ -	\$ -	\$ 258.34	\$ 70,798.66
County Records Preservation	\$ 317,426.19	\$ -	\$ -	\$ 1,162.50	\$ 318,588.69
Archive Fund	\$ 375,879.83	\$ -	\$ -	\$ 1,376.57	\$ 377,256.40
Court Facilities Fund	\$ 58,151.83	\$ -	\$ -	\$ 212.97	\$ 58,364.80
District Clerk Records Fund	\$ 49,444.13	\$ -	\$ -	\$ 181.08	\$ 49,625.21
Rider 42 Prosecution	\$ 116,680.53	\$ -	\$ -	\$ 427.32	\$ 117,107.85
County Jury Fund	\$ 5,450.17	\$ -	\$ -	\$ 19.96	\$ 5,470.13
Court Reporter Service Fund	\$ 10,900.37	\$ -	\$ -	\$ 39.92	\$ 10,940.29
Law Library	\$ 74,071.89	\$ -	\$ -	\$ 271.27	\$ 74,343.16
Courthouse Security	\$ -	\$ -	\$ -	\$ -	\$ -
Justice Courts Security Fund	\$ 52,449.09	\$ -	\$ -	\$ 192.09	\$ 52,641.18
JP TruancyPrev and Diversion Fund	\$ 4,534.90	\$ -	\$ -	\$ 16.61	\$ 4,551.51
County Speciality Court Programs	\$ 11,531.81	\$ -	\$ -	\$ 42.23	\$ 11,574.04
US Forest Service-Fire Projects	\$ 17,354.47	\$ -	\$ -	\$ (0.00)	\$ 17,354.47
Justice Technology	\$ 77,171.51	\$ -	\$ -	\$ 282.62	\$ 77,454.13
County & District Court Tech. Fund	\$ 944.71	\$ -	\$ -	\$ 3.46	\$ 948.17
Prof Prosecutors Supplement	\$ -	\$ -	\$ -	\$ -	\$ -
Pretrial Intervention Fund	\$ 161,576.12	\$ -	\$ -	\$ 591.73	\$ 162,167.85
DA Narcotics	\$ 229,404.91	\$ -	\$ -	\$ 840.14	\$ 230,245.05
Hot Check	\$ -	\$ -	\$ -	\$ -	\$ -
SO Narcotics	\$ 587,089.42	\$ -	\$ -	\$ 2,150.08	\$ 589,239.50
Inmate Medical Fund	\$ 62,261.10	\$ -	\$ -	\$ 228.02	\$ 62,489.12
DOJ Equitable Sharing Fund	\$ 584,069.38	\$ -	\$ -	\$ 2,139.02	\$ 586,208.40
Sheriff Commissary Fund	\$ 514,379.53	\$ 100,000.00	\$ -	\$ 2,226.18	\$ 616,605.71
Elections Equipment Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Elections Services Contract Fund	\$ 63,234.38	\$ -	\$ -	\$ 231.58	\$ 63,465.96
Special Inventory Tax	\$ 66,431.42	\$ 845.23	\$ -	\$ 245.38	\$ 67,522.03
ERRP Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Adult Probation	\$ 98,222.18	\$ -	\$ -	\$ 359.72	\$ 98,581.90
Juvenile Fund	\$ 84,415.72	\$ -	\$ -	\$ 309.15	\$ 84,724.87
Retiree Health Insurance Fund	\$ 914,111.35	\$ -	\$ -	\$ 3,347.72	\$ 917,459.07
Jail Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Central Dispatch	\$ 1,487,860.08	\$ 100,000.00	\$ -	\$ 5,791.32	\$ 1,593,651.40
Total Primary Account	\$ 37,039,255.62	\$ 2,773,173.82	\$ (6,773,173.82)	\$ 127,613.40	\$ 33,166,869.02

Total All Texpool Accounts

\$ 37,039,255.62 \$ 2,773,173.82 \$ (6,773,173.82) \$ 127,613.40 \$ 33,166,869.02

Summary of Investments Earnings

July-25

Average Daily Net Yield

4.31

Interest

Texpool Account 236151301000

General Fund	101.48010.20020	\$	36,784.22
General Projects Fund	105.48010.11105	\$	12,701.97
General Capital Projects Fund	115.48010.11115	\$	21,668.38
Corona Virus Relief Fund	119.48010.11119	\$	-
Task Force Seizure Fund	180.21990.10000	\$	256.65
Heathly County Initiative	185.48010.11185	\$	57.96
	186.48010.11186	\$	61.94
	187.48010.11192	\$	0.13
Series 2012 CO Interest & Sinking	192.48010.11192	\$	5,389.29
Road & Bridge	220.48010.11220	\$	9,032.42
EMS	301.48010.11301	\$	17,391.61
SB22-CDA Grant FY 2025	401.48010.11401	\$	256.46
SB22-Sheriff Grant FY 2025	410.48010.11410	\$	1,065.39
Affordable Housing Initiatives	460.48010.62040	\$	-
County Records Management	511.48010.11511	\$	-
County Records II Digitize	512.48010.11512	\$	258.34
County Records Preservation	515.48010.11515	\$	1,162.50
Archive Fund	516.48010.11516	\$	1,376.57
Court Facilities Fund	517.48010.11517	\$	212.97
District Clerk Records Fund	518.48010.11518	\$	181.08
Rider 42 Prosecution	519.48010.11519	\$	427.32
County Jury Fund	524.48010.11524	\$	19.96
Court Reporter Service Fund	525.48010.11525	\$	39.92
Law Library	526.48010.11526	\$	271.27
Courthouse Security	536.48010.11536	\$	-
Justice Courts Security Fund	537.48010.11537	\$	192.09
JP TruancyPrev and Diversion Fund	538.48010.11538	\$	16.61
County Specialty Court Programs	539.48010.11539	\$	42.23
US Forest Service-Fire Projects	540.48010.11540	\$	(0.00)
Justice Technology	550.48010.11550	\$	282.62
Co. and Dist Court Tech Fund	551.48010.11551	\$	3.46
Prof Prosecutors Supplement	560.48010.11560	\$	-
Pretrial Intervention Fund	561.48010.11561	\$	591.73
DA Narcotics	562.48010.11562	\$	840.14
Hot Check	563.48010.11563	\$	-
SO Narcotics	574.48010.11574	\$	2,150.08
Inmate Medical	576.48010.11576	\$	228.02
DOJ Equitable Sharing	577.48010.11577	\$	2,139.02
Sheriff Commissary Fund	578.48010.11578	\$	2,226.18
Elections Svcs Contract Fund	583.48010.11583	\$	-
Special Inventory Tax	584.48010.11584	\$	231.58
ERRP Fund	589.48010.11589	\$	245.38
Adult Probation	590.48010.11590	\$	-
Juvenile Fund	615.48010.50130	\$	359.72
Retiree Health Insurance Fund	640.48010.36030	\$	309.15
Jail Project Fund	701.48010.11701	\$	3,347.72
Central Dispatch	756.48010.11756	\$	-
	802.48010.11802	\$	5,791.32
Total Primary Account		\$	127,613.40
Total Monthly Interest		\$	127,613.40

Summary of Investments Earnings
Jul-25

Fund	Beginning Balance	Deposits to Wells Fargo	Withdrawals Wells Fargo	Interest Earnings	Month Ending Balance
101	\$ 6,703,927.47	\$ -	\$ -	\$ 23,344.36	\$ 6,727,271.83
105	\$ 369,311.53	\$ -	\$ -	\$ 1,286.01	\$ 370,597.54
220	\$ -	\$ -	\$ -	\$ -	\$ -
301	\$ 183,033.17	\$ -	\$ -	\$ 637.36	\$ 183,670.53
Total All Accounts	\$ 7,256,272.17	\$ -	\$ -	\$ 25,267.73	\$ 7,281,539.90

Landing Rock-
Account #01127000265
General Fund
General Project Fund
Road and Bridge
Walker County EMS

Interfund transfers \$0

Interest Summary
July-25

4.10 APR

Landing Rock-
Account #01127000265

	<u>Interest</u>	
General Fund	101.12070.10000	\$ 23,344.36
General Project Fund	105.12070.10000	\$ 1,286.01
Road and Bridge	220.12070.10000	\$ -
Walker County EMS	301.12070.10000	\$ 637.36

Total Primary Account

\$ 25,267.73

Interfund transfers \$0

Summary of Investments Earnings
July-25

Fund	Beginning MBIA	Deposits to MBIA	Withdrawals from MBIA	Interest Earnings	Month Ending Balance
MBIA Account TX-01-0435-0001					
General Fund	\$ 1,479,891.23	\$ -	\$ -	\$ 5,548.14	\$ 1,485,439.37
General Project Fund	\$ 930,773.64	\$ -	\$ -	\$ 3,489.49	\$ 934,263.13
Road and Bridge	\$ -	\$ -	\$ -	\$ -	\$ -
Walker County EMS	\$ 70,057.54	\$ -	\$ -	\$ 262.64	\$ 70,320.18
County Records M&P	\$ -	\$ -	\$ -	\$ -	\$ -
County Clerk Records M&P	\$ 76,726.38	\$ -	\$ -	\$ 287.65	\$ 77,014.03
County Clerk Records Archive	\$ -	\$ -	\$ -	\$ -	\$ -
District Clerk Rider	\$ -	\$ -	\$ -	\$ -	\$ -
Justice Courts Technology	\$ -	\$ -	\$ -	\$ -	\$ -
District Attorney Forfeiture	\$ -	\$ -	\$ -	\$ -	\$ -
DOJ Equitable Sharing	\$ 27,720.50	\$ -	\$ -	\$ 103.92	\$ 27,824.42
Adult Probation - Basic Services	\$ 133,745.40	\$ -	\$ -	\$ 501.42	\$ 134,246.82
Adult Probation - Substance Abuse	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant Title IVE	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant - State Aid	\$ -	\$ -	\$ -	\$ -	\$ -
Juvenile Grant - Medical Services	\$ -	\$ -	\$ -	\$ -	\$ -
Retiree Health Insurance	\$ 1,394,279.93	\$ -	\$ -	\$ 5,227.17	\$ 1,399,507.10
Jail Project Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Sheriff Commissary	\$ -	\$ -	\$ -	\$ -	\$ -
Total Primary Account	\$ 4,113,194.62	\$ -	\$ -	\$ 15,420.43	\$ 4,128,615.05
Total All MBIA Accounts	\$ 4,113,194.62	\$ -	\$ -	\$ 15,420.43	\$ 4,128,615.05

July-25

Average Monthly Yield	4.4065	
	Interest	
MBIA Account TX-01-0435-0001		
General Fund	101.12020.10000	\$ 5,548.14
General Project Fund	105.12020.10000	\$ 3,489.49
Road and Bridge	220.12020.10000	\$ -
Walker County EMS	301.12020.10000	\$ 262.64
County Records M&P	511.12020.10000	\$ -
County Clerk Records M&P	515.12020.10000	\$ 287.65
County Clerk Records Archive	516.12020.10000	\$ -
District Clerk Rider	519.12020.10000	\$ -
Justice Courts Technology	550.12020.10000	\$ -
District Attorney Forfeiture	562.12020.10000	\$ -
DOJ Equitable Sharing	577.12020.10000	\$ 103.92
Adult Probation - Basic Services	615.12020.10000	\$ 501.42
Adult Probation - Substance Abuse	617.12020.10000	\$ -
Juvenile Grant Title IVE	640.12020.10000	\$ -
Juvenile Grant - State Aid	641.12020.10000	\$ -
Retiree Health Insurance	701.12020.10000	\$ 5,227.17
Juvenile Grant - Medical Services	644.12020.10000	\$ -
Jail Project Fund	756.12020.10000	\$ -
Sheriff Commissary	801.12020.10000	\$ -
Total Primary Account		\$ 15,420.43
Total Monthly Interest		\$ 15,420.43

Treasurer

Monthly Report

For the Period June 01, 2025, thru June 30, 2025

Amy Klawinsky
Amy Klawinsky, County Treasurer

Date: 08.11.2025

ORDER NO. 2025-98

**AN ORDER ACCEPTING THE REPORT SUBMITTED BY THE COUNTY TREASURER FOR THE
PERIOD JUNE 1, 2025 THRU JUNE 30, 2025**

BE IT ORDERED BY THE COMMISSIONERS' COURT OF WALKER COUNTY TEXAS, that:

- WHEREAS, LGC §114.026(a) requires that the County Treasurer at least once at month at a regular term of the commissioner court make a detailed report of (1) money received and disbursed, (2) debts due and owed by the county, and (3) all other proceedings in the treasurer's office.
- WHEREAS, LGC §114.026(c) requires that 'after the commissioners court has compared and examined the treasurer's report and has determined the report is correct, the court shall enter an order in its minutes approving the report'.
- WHEREAS, LGC §114.026(d) requires that 'before the adjournment of a regular term of the commissioners court, the county judge and each county commissioner shall give an affidavit stating that the requirement of subsection (c) have been met at that term'.
- WHEREAS, In accordance with Local Government Code §114.026, the County Treasurer has submitted a report that details money received and disbursed. The report submitted by County Treasurer states that \$100.00 are on hand in the office of the county treasurer for the report period that is not in the county investment accounts or county depository. The amount reported by the County Treasurer by fund of the cash received for the report period is attached as Exhibit A. The amount reported by the County Treasurer by fund of the cash disbursements for the report period is attached as Exhibit B. The debt schedule at the end of the period is Exhibit C. A summary of all transactions in bank and investments is Exhibit D.

PASSED AND APPROVED on this ____ day of _____, 2025 affirming that LGC §114.026(c) has been met and orders publication of the affidavit on the website of Walker County.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Ronnie White
Commissioners, Precinct 2

Bill Daugette
Commissioner, Precinct 3

Brandon Decker
Commissioner, Precinct 4

Attest: Kari A. French
County Clerk

Approved as to form: Will Durham
District Attorney

Walker County Fund Balance June 2025

Fund	Fund name	BeginFundBalance	Revenues	Expenditures	TransfersIn	TransfersOut	EndingFundBalance
101	General Fund	21,867,552.85	1,273,357.42	2,411,649.44	0.00	0.00	20,729,260.83
105	General Projects Fund	4,814,122.55	17,085.71	42,237.30	0.00	0.00	4,788,970.96
115	General Capital Projects Fund	5,895,839.20	20,822.85	0.00	0.00	0.00	5,916,662.05
119	ARP Relief/Recovery Fund	192,567.66	665.87	0.00	0.00	0.00	193,233.53
180	Public Safety Seized Money Fund	0.00	0.00	0.00	0.00	0.00	0.00
185	Healthy County Initiative Fund	18,485.68	55.69	1,509.08	0.00	0.00	17,032.29
186	StateSheriffGrant	16,563.95	350.42	0.00	0.00	0.00	16,914.37
187	StateCDAGrant	0.75	0.12	0.00	0.00	0.00	0.87
192	Debt Service Fund	1,590,825.59	19,571.78	1,216,283.77	0.00	0.00	394,113.60
220	Road and Bridge Fund	4,211,246.67	157,140.43	600,618.60	0.00	0.00	3,767,768.50
301	Walker County Emergency Medical Services (EMS) Fund	5,329,603.32	303,492.36	440,691.67	0.00	0.00	5,192,404.01
401	SB22-CDA Grant FY 2025	97,116.40	334.83	22,985.14	0.00	0.00	74,466.09
410	SB22-Sheriff Grant FY 2025	469,552.47	1,197.96	181,362.13	0.00	0.00	289,388.30
473	AutoTheft Task Force	-3,893.96	11,681.88	7,787.92	0.00	0.00	0.00
474	District Attorney Victim Assistance Coord	-20,652.10	26,960.62	6,308.52	0.00	0.00	0.00
481	Grant-Jag	-1,992.42	1,992.42	0.00	0.00	0.00	0.00
488	CDBG Grants	0.00	0.00	0.00	0.00	0.00	0.00
511	County Records Management and Preservation Fund	7,663.78	186.67	0.00	0.00	0.00	7,850.45
512	County Records Preservation II Fund	73,366.07	249.46	0.00	0.00	0.00	73,615.53
515	County Clerk Records Management and Preservation Fund	413,290.12	10,522.01	8,872.08	0.00	0.00	414,940.05
516	County Clerk Records Archive Fund	439,781.89	9,162.86	0.00	0.00	0.00	448,944.75
517	Court Facilities Fund-SB41	79,066.07	2,036.66	0.00	0.00	0.00	81,102.73
518	District Clerk Records Management and Preservation Fund	113,356.02	2,370.56	0.00	0.00	0.00	115,726.58
519	District Clerk Rider Fund	155,765.66	7,410.64	392.19	0.00	0.00	162,784.11
520	District Clerk Archive Fund	6,314.56	0.00	0.00	0.00	0.00	6,314.56
523	County Jury Fee Fund	2,555.34	80.12	0.00	0.00	0.00	2,635.46
524	County Jury Fund-SB41	19,294.38	925.18	0.00	0.00	0.00	20,219.56
525	Court Reporter Service Fund	27,961.42	2,373.60	1,674.00	0.00	0.00	28,661.02
526	County Law Library Fund	101,157.47	3,466.69	1,619.46	0.00	0.00	103,004.70
527	Language Access Fund-SB41	-209.15	739.80	2,296.00	0.00	0.00	-1,765.35
536	Courthouse Security Fund	26,846.87	3,119.89	7,582.42	0.00	0.00	22,384.34
537	Justice Courts Building Security Fund	69,377.87	502.70	0.00	0.00	0.00	69,880.57
538	JP TruancyPrev and Diversion Fund	75,608.08	1,301.12	0.00	0.00	0.00	76,909.20
539	County Speciality Court Programs	29,724.55	621.43	0.00	0.00	0.00	30,345.98
540	Fire Suppression-US Forest Service Fund	0.00	0.00	0.00	0.00	0.00	0.00
550	Justice Courts Technology Fund	81,051.48	1,338.46	0.00	0.00	0.00	82,389.94
551	County and District Courts Technology Fund	4,637.90	153.41	0.00	0.00	0.00	4,791.31
552	Child Abuse Prevention Fund	3,425.32	45.46	0.00	0.00	0.00	3,470.78
560	District Attorney Prosecutors Supplement Fund	134.55	558.88	693.43	0.00	0.00	0.00
561	Pretrial Intervention Program Fund	188,196.66	2,747.64	56.43	0.00	0.00	190,887.87
562	District Attorney Forfeiture Fund	230,382.89	807.36	89.99	0.00	0.00	231,100.26
563	District Attorney Hot Check Fee Fund	434.64	126.00	0.00	0.00	0.00	560.64
574	Sheriff Forfeiture Fund	583,902.65	2,069.20	0.00	0.00	0.00	585,971.85
576	Sheriff Inmate Medical Fund	74,641.38	695.44	0.00	0.00	0.00	75,336.82
577	DOJ Equitable Sharing Fund	702,855.37	5,143.93	0.00	0.00	0.00	707,999.30
578	Sheriff Commissary Fund	626,406.38	16,562.76	2,343.18	0.00	0.00	640,625.96
583	Elections Equipment Fund	0.39	15,558.76	0.00	0.00	0.00	15,559.15
584	Tax Assessor Elections Service Contract Fund	76,008.93	974.06	375.00	0.00	0.00	76,607.99
589	Tax Assessor Special Inventory Fee Fund	65,558.54	872.88	0.00	0.00	0.00	66,431.42
601	Special Prosecution/Civil/Juvenile Fund	-26,221.19	494,578.71	468,445.52	0.00	0.00	-88.00
615	Adult Probation-Basic Services Fund	420,432.75	228,699.02	115,445.72	0.00	0.00	533,686.05
616	Adult Probation - Court Services Fund	-1,833.33	22,934.79	21,101.46	0.00	0.00	0.00
617	Adult Probation-Substance Abuse Services Fund	0.00	8,978.32	8,978.32	0.00	0.00	0.00
618	Adult Probation-Pretrial Diversion	0.00	3,317.50	3,317.50	0.00	0.00	0.00
640	Juvenile Grant Fund Title IVE	85,583.71	297.09	42.00	0.00	0.00	85,838.80
641	Juvenile Grant-State Aid Fund	47,896.82	3,685.94	51,582.76	0.00	0.00	0.00
645	Juvenile HGAC Services Grant	910.00	0.00	910.00	0.00	0.00	0.00
701	Retiree Health Insurance Fund	2,300,139.07	8,252.21	0.00	0.00	0.00	2,308,391.28
801	Sheriff Commissary Fund	0.00	0.00	0.00	0.00	0.00	0.00
802	Walker County Public Safety Communications Center	1,690,678.33	139,041.31	101,056.63	0.00	0.00	1,728,663.01
Total		53,273,082.85	2,837,218.88	5,728,307.66	0.00	0.00	50,381,994.07

Walker County Treasurer

Monthly Report

For the Month of June 2025

Bank Account	Beginning Balance 5/31/2025	Deposits	Withdrawals	Interest Earned	Ending Balance 6/30/2025	Outstanding Checks 6/30/2025	Outstanding Deposits 6/30/2025	Reconciled Totals 6/30/2025
Disbursement	3,014,884.74	4,538,479.14	4,355,838.59	10,768.52	3,208,293.81	1,257,890.85		1,950,402.96
Payroll	36,348.62	1,558,444.65	1,559,439.13	616.13	35,970.27	6,898.64		29,071.63
ARP Fund	186,610.84			665.87	187,276.71			187,276.71
JP4 First Financial	2,968.05	32,653.00	29,615.27	11.54	6,017.32			6,017.32
Jury fund	10,640.12	0.00	3,378.00	30.74	7,292.86	6,807.00		485.86
Credit Card	25,723.26	82,696.09	36,760.16		71,659.19			71,659.19
Efile	21,145.86	23,488.30	20,000.00	80.03	24,714.19			24,714.19
Narcotics	844.64			3.02	847.66			847.66
Flex Savings Acct	42,767.92	4,674.86	9,502.86	152.29	38,092.21			38,092.21
Texpool	38,906,557.53		2,000,000.00	132,698.09	37,039,255.62			37,039,255.62
Landing Rock	7,231,901.65			24,370.52	7,256,272.17			7,256,272.17
MBIA / Texas Class	4,098,340.78			14,853.84	4,113,194.62			4,113,194.62
	53,578,734.01	6,240,436.04	8,014,534.01	184,250.59	51,988,886.63	1,271,596.49	0.00	50,717,290.14
								50,717,290.14

Exhibit B

WALKER COUNTY

SUMMARY OF DEBTS OF THE COUNTY

June 01, 2025

FISCAL YEAR 2025

TITLE	DATE ISSUED	FINAL MATURITY DATE	NEXT PAYMENT DUE DATE	NEXT PAYMENT AMOUNT	PAYABLE TO	CURRENT OUTSTANDING BALANCE
Walker County, Texas Certificates of Obligation Series 2012	6/1/2012	8/1/2032	8/1/2025	\$1,232,768.13	US Bank	\$9,460,000.00

Pledge Report by Maturity Date

Pledge 1E: WALKER COUNTY

Safetkeeping Receipt	SK Code	Identifier	ID #	Current Face	Original Face	Description	ASC 320	Moody / S&P	Coupon	SC	Maturity	Book Value	Fair Value
1006	91282CGV7		101901	2,500,000.00	2,500,000.00	U S TREASURY NOTES	AFS		3.750		04/15/2026	2,477,764.43	2,491,015.75
1006	91282CLB5		101925	5,000,000.00	5,000,000.00	U S TREASURY NOTES	AFS		4.375		07/31/2026	5,013,635.55	5,013,670.00
1006	91282CJT9		101915	3,500,000.00	3,500,000.00	U S TREASURY NOTES	AFS		4.000		01/15/2027	3,466,205.10	3,500,273.00
1006	31418CGH1		101472	88,778.93	2,170,244.00	FNMA #MA2899	AFS		2.500		02/01/2027	88,981.94	86,971.30
1006	91282CKE0		101916	5,000,000.00	5,000,000.00	U S TREASURY NOTES	AFS		4.250		03/15/2027	4,991,691.22	5,024,025.00
1006	31294UAM5		101482	685,095.94	19,200,000.00	FHLMC E #09012	AFS		2.500		10/01/2027	687,715.24	673,007.41
1006	3138ERUA6		101484	819,133.64	10,200,000.00	FNMA #AL9576	AFS		2.500		11/01/2028	822,637.28	801,959.52
1006	3140JAVJ4		101471	258,395.60	4,654,693.00	FNMA #BM6016	AFS		2.500		11/01/2028	259,094.14	253,260.46
1006	31418DQE5		101598	893,745.04	4,000,000.00	FNMA #MA4052	AFS		2.500		06/01/2030	917,066.89	855,425.72
1006	31418DRN4		101573	999,089.08	4,000,000.00	FNMA #MA4092	AFS		2.500		08/01/2030	1,028,562.62	959,593.84
Items 10				19,744,238.23	60,224,937.00				3.842			19,753,354.41	19,659,202.00

RECEIVED

JUN 03 2025

WALKER COUNTY TREASURER

Status Codes : N = New Purchase S = Sold M = Matured C = Called O = Paid Off P = Pre-refunded T = ASC 320 Transfer I = Impaired D = In Default

Note: Refer to the U.S. Government and Agency Ratings report for ratings on treasury, agency and pass through securities.



(210) 224-5492
(210) 224-8787
9601 McAllister Freeway, Suite 301, San Antonio, Texas 78216-4633

II. Pledge & Safekeeping Reports

District Clerk**Summary of Receipts and Remittances to County Treasurer
For the Month Ended July 2025**Collections

Receipt Fees for the Month	<u>\$71,737.36</u>
NSF Check Reimbursement	\$0.00
Received by Collections Department	\$1,258.00
Paid by Credit Card	\$9,588.90
Remitted to County Treasurer + TDCJ Rider & Nisi payment	\$60,890.36
Subtotal Revenues for the Month	<u>\$71,737.26</u>

Summary of Deposits/Remittances

Date of Dynamics System receipt	Deposit with County Treasurer	Deposit CreditCard eFile Account	Deposited By Collection Department	Total Deposits/ Remittances
07/01/25	\$ -	\$ 213.00	\$ -	\$ 213.00
07/02/25	\$ 3,681.00	\$ 159.00	\$ 161.00	\$ 4,001.00
07/03/25	\$ 4,048.20	\$ 380.00	\$ 50.00	\$ 4,478.20
07/07/25	\$ 350.00	\$ 279.30	\$ 215.00	\$ 844.30
07/08/25	\$ 122.00	\$ 213.00	\$ -	\$ 335.00
07/09/25	\$ 425.00	\$ 213.00	\$ 30.00	\$ 668.00
07/10/25	\$ 81.00	\$ 316.00	\$ 265.00	\$ 662.00
07/11/25	\$ -	\$ -	\$ -	\$ -
07/14/25	\$ 4,246.18	\$ 213.00	\$ 90.00	\$ 4,549.18
07/15/25	\$ 481.00	\$ 698.00	\$ -	\$ 1,179.00
07/16/25	\$ 438.00	\$ 876.00	\$ -	\$ 1,314.00
07/17/25	\$ 18.00	\$ 222.00	\$ 95.00	\$ 335.00
07/18/25	\$ 471.00	\$ 229.00	\$ 95.00	\$ 795.00
07/21/25	\$ -	\$ 231.00	\$ -	\$ 231.00
07/22/25	\$ 1,133.86	\$ 280.90	\$ -	\$ 1,414.76
07/23/25	\$ 1,649.69	\$ 278.00	\$ -	\$ 1,927.69
07/24/25	\$ 1,721.00	\$ 722.00	\$ 30.00	\$ 2,473.00
07/25/25	\$ 1,682.00	\$ 1,013.00	\$ -	\$ 2,695.00
07/28/25	\$ -	\$ 477.00	\$ -	\$ 477.00
07/29/25	\$ -	\$ 477.70	\$ -	\$ 477.70
07/30/25	\$ 3,717.00	\$ 1,853.00	\$ 80.00	\$ 5,650.00
7/30-AG	\$ 3,317.16	\$ -	\$ -	\$ 3,317.16
07/31/25	\$ 26,244.37	\$ 245.00	\$ 147.00	\$ 26,636.37
7/2 ResearchTX	\$ 63.90	\$ -	\$ -	\$ 63.90
7/9 Rider	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00
		\$ -		\$ -
Totals for the Period	<u>\$ 60,890.36</u>	<u>\$ 9,588.90</u>	<u>\$ 1,258.00</u>	<u>\$ 71,737.26</u>

Funds Pending Remittance to Treasurer \$0.00

Collections thru Probation and Reported by Probation for District Court \$13,684.00

County Clerk Summary of Receipts and Remittances to County Treasurer Jul-25	

Jul-25

[illegible][illegible]

Planning and Development Dept.
Summary of Receipts and Remittances to County Treasurer
For the Period of 7/1/2025 to 7/31/2025

Receipts for the Month:				Totals:
	Receipts for Development Permit			\$ 3,700.00
	Receipts for Per Square Foot of Development Fees			\$ 496.20
	Receipts for Res. Permits (w/ OSSF)			\$ 3,360.00
	Receipts for Comm Permits (w OSSF)			\$ 1,020.00
	Receipts for Upgrade Res. To Comm OSSF			\$ 600.00
	Receipts for Per Gallon over 500			\$ 95.00
	Receipts for OSSF Maintenance Inspection Reports			\$ 5,965.00
	Receipts for Overdue OSSF Maint. Insp. Reports			\$ 438.00
	Receipts for Overdue OSSF Maint. Contracts			\$ 4,250.00
	Receipts for Res. Re-Insp. Fee			\$ 750.00
	Receipts for OSSF Review Fee			\$ 600.00
	Receipts for Minor Plat Fees			\$ 250.00
	Receipts for 25% Addn'l. Submittals Fee			\$ 3,085.50
	Receipts for Subdv. Variance Request Fee			\$ 800.00
	Receipts for 2.5% Credit Card Use Fee			\$ 331.46
	Subtotal of Revenues for the Month of July 2025:			\$ 25,741.16
	Less Paid by Credit Card:			\$ 13,573.84
	Total to be Remitted to County Treasurer:			\$ 12,116.70
Summary of Deposits/Remittances:				
Receipt Date:	For the Period Date:	Deposit with County Treasurer	Deposit Credit Card Account	Total Deposits / Remittances
7/7/2025	07/01/2025 to 07/03/2025	\$ 810.00	\$ 1,825.50	\$ 2,635.50
7/14/2025	07/04/2025 to 07/09/2025	\$ 580.00	\$ 762.60	\$ 1,342.60
7/15/2025	07/10/2025 to 07/14/2025	\$ 1,055.00	\$ 1,399.10	\$ 2,454.10
7/18/2025	07/15/2025 to 07/17/2025	\$ 915.00	\$ 2,129.90	\$ 3,044.90
7/23/2025	07/18/2025 to 07/20/2025	\$ 847.00	\$ 189.61	\$ 1,036.61
7/25/2025	07/21/2025 to 07/23/2025	\$ 3,814.70	\$ 3,464.47	\$ 7,279.17
7/30/2025	07/24/2025 to 07/27/2025	\$ 1,495.00	\$ 604.73	\$ 2,099.73
8/4/2025	07/28/2025 to 07/31/2025	\$ 2,600.00	\$ 3,197.93	\$ 5,797.93
	Total Deposits for the Period - July 2025	\$ 12,116.70	\$ 13,573.84	\$ 25,690.54
	Funds Pending Remittance to Treasurer:	\$ -		
	Difference (over) due to VOID/ Offsets that crossover June/July reports			

WALKER COUNTY
DEPARTMENT OF
PLANNING AND DEVELOPMENT

Commissioner's Court Report Calculation Sheet

10/01/2024 through
07/31/2025

July

Permit Type	Fee	# Issued	Monthly Balance	New Fiscal Year Totals
**Comm/Multi Family OSSF	\$510.00	2	\$1,020.00	\$7,140.00
**Single Family Res. OSSF	\$210.00	16	\$3,360.00	\$46,410.00
Development Permit Fee	\$100.00	37	\$3,700.00	\$43,000.00
Per Sq. Ft. Development Fee	.05 / .015	4	\$496.20	\$5,370.72
OSSF	1/2 of Reg. Fee	0	\$0.00	\$1,470.00
Spray Mod. Half Fee	\$0.25	380	\$95.00	\$255.25
OSSF Per Gal. Over 500	\$300.00	2	\$600.00	\$4,125.00
Upgrade to Comm. OSSF	\$125.00	6	\$750.00	\$4,125.00
Re-Inspr./Addn'l. Insp Fee	\$ 5.00/\$ 15.00	0	\$0.00	\$0.00
Misc. Map Fee	\$50.00	0	\$0.00	\$0.00
Solid Waste	\$250.00	1	\$250.00	\$1,750.00
Open Records Request	\$50.00	0	\$0.00	\$2,400.00
Minor Plat Fee	\$1.00	0	\$0.00	\$0.00
Major Plat Fee	\$50.00	0	\$0.00	\$12,000.00
Addn'l. Lots No Roads	\$50.00	0	\$0.00	\$0.00
Addn'l. Lots W/ Roads	\$1.00	0	\$0.00	\$0.00
Per Linear Foot of Development Fee	\$1.00	0	\$0.00	\$173,089.61
Additional Submittals as 25% of original fees	\$250.00	1	\$3,085.50	\$16,080.06
Replat Fee	\$200.00	0	\$0.00	\$4,750.00
Variance Request Fee	\$200.00	4	\$800.00	\$6,200.00
OSSF Subdiv. Review Fee	\$150.00	4	\$600.00	\$6,100.00
OSSF Review Per Lot Fee	\$10.00	0	\$0.00	\$2,400.00
1.5% Cost of Construction Fee	\$0.00	0	\$0.00	\$87,050.00
TCEQ Fee for N/C OSSF Permit	\$5.00	0	\$0.00	\$0.00
OSSF Process Fee (Impact. Rpt.)	\$2.00	1193	\$5,985.00	\$57,515.00
Overdue Report Fee	\$2.00	219	\$438.00	\$4,690.00
Overdue OSSF Contract Fee	\$25.00	170	\$4,250.00	\$26,725.00
Misc. Returned Chk. Fee	\$30.00	0	\$0.00	\$60.00
Credit Crd		131	\$31.46	\$4,183.89
2.50%				
Month End Final Calculations:			\$25,741.16	\$585,528.53

Additional Information:

Permits Refunded	0
Addresses Issued	16
Minor Plats	1 Replat

***Special Note: Any entry with the ** symbol requires a \$10.00 payment be made to the state for OSSF reasons.

FY Comparison(s)	FY 2023/2024	FY 2022/2023	FY 2021/2022	FY 2020/2021	FY 2019/2020	FY 2018/2019	FY 2017/2018
Total Income for Month - July 2025	\$ 25,741.16	\$ 26,308.71	\$ 162,634.35	\$ 32,654.39	\$ 24,082.41	\$ 27,073.66	\$ 44,013.75
Total FY 2024/2025 Income YTD (as of July)	\$ 585,528.53	\$ 356,480.61	\$ 569,122.33	\$ 383,816.30	\$ 316,734.71	\$ 242,489.64	\$ 256,775.68

Difference of \$ 2684 (OVER)
due to a VOICEDHAT crossover
June to July repairs

THE STATE OF TEXAS
COUNTY OF WALKER

KNOW ALL MEN BY THESE PRESENTS,

WE, JEFF THOMPSON AND MELISSA THOMPSON, OWNER(S) OF THE CERTAIN TRACT OF LAND SHOWN HEREON AND DESCRIBED IN A DEED RECORDED IN INSTRUMENT NO. 74982 OF THE OFFICIAL RECORDS OF WALKER COUNTY, TEXAS, AND DO HEREBY AMEND SAID TRACT AS SHOWN HEREON AND DO HEREBY CONSENT TO ALL PLAT NOTE REQUIREMENTS SHOWN HEREON, AND DO HEREBY FOREVER DEDICATE TO THE PUBLIC THE ROADS, ALLEYS, RIGHTS-OF-WAY, EASEMENTS AND PUBLIC PLACES SHOWN HEREON FOR SUCH PUBLIC PURPOSES AS WALKER COUNTY MAY DEEM APPROPRIATE AND DO HEREBY STATE THAT ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS OR THIS DEDICATION IS APPROVED BY A LIENHOLDER OF THIS SUBDIVISION IS TO BE KNOWN AS LOT 3A, BLOCK 1 BEING A MINOR REPLAT OF LOTS 3 & 4, BLOCK 1 WILDWOOD SHORES SECTION THREE

TO CERTIFY WHICH, WITNESS BY MY HAND THIS 15th DAY OF January, 2025


JEFF THOMPSON
6 WILDWOOD LAKE DRIVE
HUNTSVILLE, TEXAS 77340

STATE OF TEXAS
COUNTY OF WALKER

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED JEFF THOMPSON, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 15th DAY OF January, 2025

NOTARY PUBLIC, COUNTY OF Walker, STATE OF TEXAS

NOTARY SIGNATURE: Melissa Melis

PRINTED NAME: Melissa Melis
STATE OF TEXAS
COUNTY OF WALKER

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED MELISSA THOMPSON, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATION THEREIN STATED

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS THE 15th DAY OF January, 2025

NOTARY PUBLIC, COUNTY OF Walker, STATE OF TEXAS

NOTARY SIGNATURE: Melissa Melis

PRINTED NAME: Melissa Melis
STATE OF TEXAS
COUNTY OF WALKER

SURVEYOR'S ACKNOWLEDGEMENT

I, THOMAS A. MCINTYRE, CERTIFY THAT THIS PLAT REPRESENTS A SURVEY MADE ON THE GROUND UNDER MY SUPERVISION AND THAT ALL CORNERS AND MONUMENTS ARE AS SHOWN HEREON.



Notary Seal for Thomas A. McIntyre, Notary Public, State of Texas, Commission Expires 01-20-2026, Notary ID 13149481

STATE OF TEXAS
COUNTY OF WALKER

THE COMMISSIONERS COURT OF WALKER COUNTY, TEXAS, DOES HEREBY CERTIFY THAT THIS MAP OR PLAT, WITH FIELD NOTES HEREON, FOR A SUBDIVISION HAVING BEEN FULLY PRESENTED TO THE COMMISSIONERS COURT OF WALKER COUNTY, TEXAS, AND BY THE SAID COURT DULY CONSIDERED, WAS ON THIS DAY APPROVED AND THAT THIS PLAT IS AUTHORIZED TO BE REGISTERED AND RECORDED IN THE PROPER RECORDS OF THE COUNTY CLERK OF WALKER COUNTY, TEXAS. THIS CERTIFICATION IS BASED UPON THE REPRESENTATIONS OF THE DEVELOPER/OWNER'S AGENT, ENGINEER, SANITARIAN, AND/OR SURVEYOR WHOSE SEAL(S) AND/OR SIGNATURE(S) ARE AFFIXED HERETO. THIS CERTIFICATION IS MADE SOLELY UPON SUCH REPRESENTATIONS AND SHOULD NOT BE RELIED UPON FOR VERIFICATIONS OF THE FACTS ALLEGED. WALKER COUNTY DISCLAIMS ANY RESPONSIBILITY TO ANY MEMBER OF THE PUBLIC FOR INDEPENDENT VERIFICATION OF THE REPRESENTATIONS, FACTUAL OR OTHERWISE, CONTAINED IN THIS PLAT AND THE DOCUMENTS ASSOCIATED WITH IT.

THIS IS TO CERTIFY THAT THE COMMISSIONERS COURT OF WALKER COUNTY, TEXAS HAS ON THE 15th DAY OF January, 2025, APPROVED THIS PLAT


COLT CHRISTIAN
COUNTY JUDGE


RONNIE WHITE
COMMISSIONER PRECINCT 2


BRANDON DECKER
COMMISSIONER PRECINCT 4


BILL DAIGETTE
COMMISSIONER PRECINCT 3

STATE OF TEXAS
COUNTY OF WALKER

I, KARIA FRENCH, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE 15th DAY OF July, 2024 D.
AT 12:00 O'CLOCK, P.M., AND DULY RECORDED THIS THE DAY OF July, 2024 D.
AT 12:00 O'CLOCK, P.M., IN THE PLAT RECORDS OF SAID COUNTY IN VOLUME 8 PAGE 1710
TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN HUNTSVILLE, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN

KARIA FRENCH, CLERK COUNTY
COURT OF WALKER COUNTY, TEXAS



OWNERS RESPONSIBILITIES

IT IS THE RESPONSIBILITY OF THE OWNER, NOT THE COUNTY, TO ASSURE COMPLIANCE WITH THE PROVISIONS OF ALL APPLICABLE STATE, FEDERAL AND LOCAL LAWS AND REGULATIONS RELATING TO THE PLATTING AND DEVELOPMENT OF THIS PROPERTY

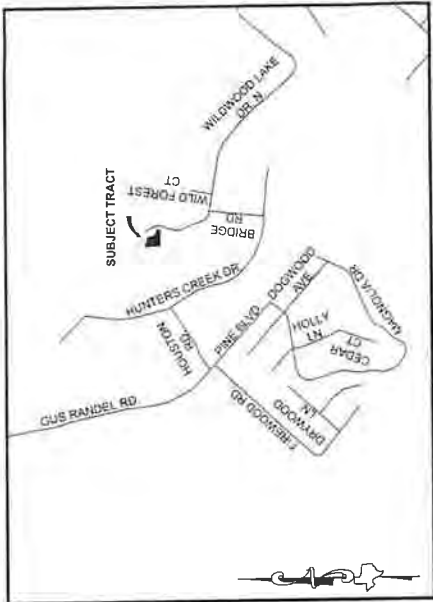
THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATIONS BY OTHER PARTIES IN THIS PLAT. FLOORPLAN DATA, IN PARTICULAR, MAY CHANGE. IT IS FURTHER UNDERSTOOD THAT THE OWNERS OF THE TRACT OF LAND COVERED BY THIS PLAT OR A DESIGNATED PROPERTY OWNERS ASSOCIATION MUST INSTALL AND MAINTAIN AT THEIR OWN EXPENSE ALL ROADS, STORMWATER MANAGEMENT CONTROLS, TRAFFIC CONTROL DEVICES, AND SIGNAGE THAT MAY BE REQUIRED UNTIL SUCH TIME, IF ANY, SAID INFRASTRUCTURE IN THE SUBDIVISION HAVE BEEN ACCEPTED FOR PUBLIC MAINTENANCE

MALIBOXES

CLUSTER AND INDIVIDUAL MALIBOXES, IF ALLOWED, SHALL BE SET THREE FEET FROM THE EDGE OF THE PAVEMENT OR BEHIND CURBS, WHEN USED. ALL MALIBOXES, WITHIN COUNTY ARTERIAL RIGHT-OF-WAY SHALL MEET THE CURRENT TxDOT STANDARDS. ANY MALIBOX THAT INTERFERES OR NEGATIVELY AFFECTS THE MAINTENANCE OR USE OF THE ROADS OR DRAINAGE SYSTEM MAY BE REMOVED BY WALKER COUNTY

PRIVATE ROADS

WALKER COUNTY WILL AT NO POINT BE UNDER ANY OBLIGATION TO ACCEPT MAINTENANCE OF THE ROADS OR ASSOCIATED DRAINAGE FEATURES, AS THE ROADS AND ASSOCIATED DRAINAGE FEATURES WERE DEVELOPED AND APPROVED, BY REQUEST OF THE OWNER, SPECIFICALLY FOR PRIVATE MAINTENANCE



VICINITY MAP
NOT TO SCALE

PLAT NOTES:

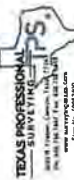
- ALL OWNERS OF LOTS WITHIN THE SUBDIVISION SHALL HAVE THE RESPONSIBILITY OF COMPLYING WITH THE WALKER COUNTY SUBDIVISION REGULATIONS POLICIES ON DRAINAGE RUNOFF DUE TO THE DEVELOPMENT OF IMPERVIOUS AREAS CREATED THROUGH THE DEVELOPMENT OF THE LOT FOR RESIDENTIAL, COMMERCIAL OR RECREATIONAL USE. IT IS THE RESPONSIBILITY OF LOT OWNERS TO COMPLY WITH ANY REGULATIONS OR LIMITATIONS NOTED, AND PERMITS ISSUED BY WALKER COUNTY FOR DRAINAGE FOR EXCESS RUNOFF AND DRAINAGE TO THE LOT. THE DEVELOPMENT OF THE LOT FOR RESIDENTIAL USE SHALL NOT ACT AS A WAIVER OR VARIANCE OF THE LOT FOR EXCESS RUNOFF AND DRAINAGE TO THE LOT. IF DETENTION OF WATER IS NOT LIMITED TO THE WALKER COUNTY SUBDIVISION REGULATIONS THEN THE OWNER MAY BE ABLE TO ACCOMPLISH COMPLIANCE WITH SAID POLICIES THROUGH CREATING DETENTION ON A SINGLE LOT, MULTIPLE LOTS, OR THE ENTIRE SUBDIVISION DEPENDING ON THE CIRCUMSTANCES INVOLVED IN THE SUBDIVISION. A COPY OF AN AGREEMENT BETWEEN OWNERS TO CREATE DETENTION SHALL BE SUBMITTED TO WALKER COUNTY AND FILED IN THE PUBLIC RECORDS BECOMING A RESTRICTION ON FUTURE OWNERS, HEIRS, AND ASSIGNS
- ALL LOTS WITHIN THE SUBDIVISION AND THE OWNERS THEREOF MUST CONTINUE TO ACCEPT ALL EXISTING DRAINAGE FLOWS AND DRAINAGE STRUCTURES IN PLACE AT THE TIME OF REDEVELOPMENT OF THE LOT OR OF OR NECESSARY TO THE EXISTING OR DESIGNED DRAINAGE, IN ADDITION TO ALL NATURAL FLOWS OF WATER ENTERING ONTO OR CROSSING THE PROPERTY
- THIS REPLAT DOES NOT SEEK TO CHANGE OR AMEND ANY EXISTING DEED RESTRICTIONS
- IF ANY PORTION OF THE ORIGINAL PARENT TRACT BEING SUBDIVIDED AS A MINOR SUBDIVISION IS FURTHER SUBDIVIDED SO THAT THE TOTAL MINORS CREATED MAY BE ADDRESSED BY THE REPLAT APPLICATIONS ENGINEERING PLANS, INCLUDING DETENTION FOR ALL NEW LOTS CREATED BY THE REPLAT
- NO STRUCTURE OR LAND WITHIN THIS PLAT SHALL HEREAFTER BE DEVELOPED WITHOUT FIRST OBTAINING A DEVELOPMENT PERMIT FROM THE WALKER COUNTY FLOODPLAIN ADMINISTRATION UNLESS THE PROPOSED DEVELOPMENT IS EXEMPT OR EXCEPTED FROM THE WALKER COUNTY DEVELOPMENT REGULATIONS
- THE MINIMUM LOWEST FINISHED FLOOR ELEVATION SHALL BE IN COMPLIANCE WITH THE LOCAL FLOODPLAIN REGULATIONS AND THE FINISHED FLOOR ELEVATION NOTED ON THE PLAT, WHICHEVER ELEVATION IS HIGHER
- A VARIANCE WAS GRANTED TO SECTIONS 82.9 AND 84.6 OF THE WALKER COUNTY SUBDIVISION REGULATIONS TO ALLOW THE EXISTING DEDICATED RIGHT OF WAY AND UTILITY EASEMENT TO REMAIN IN LIEU OF THE REQUIRED 35' ROW/20' U.E. OF THE CURRENT REGULATIONS
- UTILITIES SHALL BE INSTALLED WITHIN A DEDICATED UTILITY EASEMENT. UTILITIES ARE NOT PERMITTED WITHIN DRAINAGE EASEMENTS, UNLESS SPECIFICALLY EXCEPTED BY THE SUBDIVISION REGULATIONS

A PRIVATE SUBDIVISION OF LOT 3A, BLOCK 1 BEING A MINOR REPLAT OF LOTS 3 & 4 WILDWOOD SHORES SECTION THREE WALKER COUNTY, TEXAS, BEING A REPLAT OF ALL LOTS 3 & 4, BLOCK 1, WILDWOOD SHORES SECTION 3, RECORDED IN CABINET 3, SHEET 152, OF THE PLAT RECORDS OF WALKER COUNTY, TEXAS.

REASON FOR REPLAT: COMBINE ADJACENT LOTS 3 & 4

1. LOT 1 BLOCK 1
JANUARY 2025

OWNER
JEFF THOMPSON AND MELISSA THOMPSON
6 WILDWOOD LAKE DRIVE
HUNTSVILLE, TX 77340



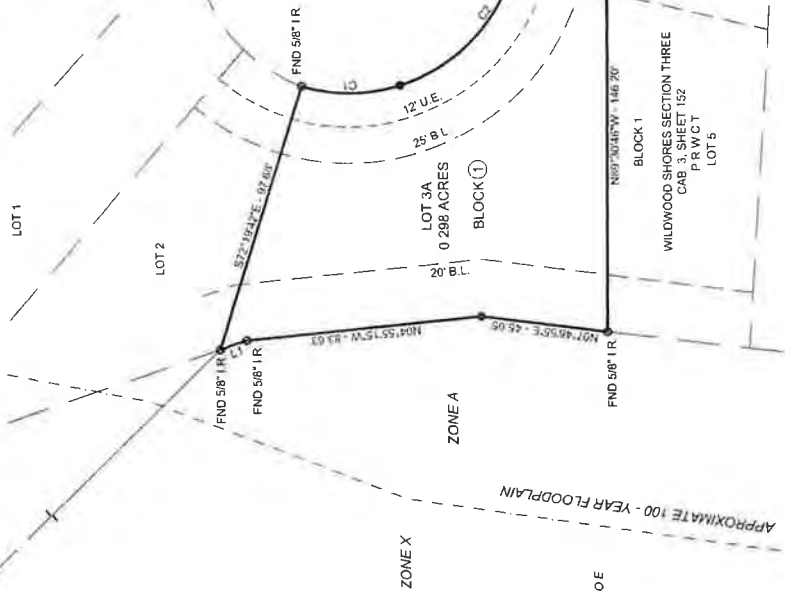
CURVE TABLE				
CURVE #	RADIUS	ARC LENGTH	DELTA	CHORD BEARING
C1	60.00'	35.53'	33° 55' 43"	S00° 28' 04"W
C2	60.00'	62.13'	78° 25' 46"	S55° 41' 41"E
C3	170.00'	31.64'	10° 39' 51"	S69° 06' 45"W

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N18° 42' 55"W	9.95'

GENERAL NOTES:

1. A PORTION OF THIS PROPERTY APPEARS TO BE WITHIN THE 100 YEAR FLOODPLAIN PER WALKER COUNTY UNINCORPORATED AREAS SAM HOUSTON NATIONAL FOREST MAP NO. 481042, FEMA FIRM PANEL NO. 48477C0500, HAVING AN EFFECTIVE DATE OF 8-16-2011.
2. ALL COORDINATES, BEARINGS AND DISTANCES ARE REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83) 2011 ADJUSTMENT, CENTRAL ZONE (TXC-4203), U.S. SURVEYING SYSTEM. COORDINATES AND DISTANCES MAY BE BROUGHT TO SURFACE BY APPLYING THE FOLLOWING COMBINED SCALE FACTOR OF 1.00069325.
3. PROPERTY LINES SHOWN OUTSIDE THE BOUNDARY LINE OF THE SUBJECT TRACT MAY NOT HAVE BEEN SURVEYED ON THE GROUND AND ARE SHOWN HEREON FOR INFORMATIONAL PURPOSES AND GRAPHICAL DEFINITION.

RESERVE
D
BLOCK 1
WILLOW SHORES SECTION THREE
CAB. 3, SHEET 152
P.R.W.C.T.



A PRIVATE SUBDIVISION OF LOT 3A, BLOCK 1 BEING A MINOR REPLAT OF LOTS 3 & 4 WILLOW SHORES SECTION THREE

BEING A SUBDIVISION OF 0.298 ACRES SITUATED IN THE GEORGE W. ROBINSON SURVEY, ABSTRACT NO. 454, WALKER COUNTY, TEXAS, BEING A REPLAT OF ALL LOTS 3 & 4, BLOCK 1, WILLOW SHORES SECTION THREE, RECORDED IN CABINET 3, SHEET 152, OF THE PLAT RECORDS OF WALKER COUNTY, TEXAS.

REASON FOR REPLAT: COMBINE ADJACENT LOTS 3 & 4

1 LOT, 1 BLOCK
JANUARY 2025

OWNER
JEFF THOMPSON AND MELISSA THOMPSON
6 WILLOW LAKE DRIVE
HUNTSVILLE, TX 77340

FOR TAX PURPOSES
THIS PLAT COMPLIES
WITH SECTION 12.002
OF THE PROPERTY
CODE



WALKER COUNTY FACILITY USE POLICY

Application No. FR 2025-88

Facility Requested: Juvenile Services Parking lot Date Requested: 8-12-25

Time(s): 7:00 Am - 3:00 pm

The facility will be used for the following purpose(s):

Fair in the square - fundraiser - charge for parking

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee: Huntsville Wrestling Club Signed by: Tim Cook

Printed Name: Tim Cook Phone: [REDACTED]

Address: [REDACTED]

Rental Fee: _____ Deposit: _____

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received: _____ By: _____

Court Approval date: _____ Request: _____ Approved _____ Denied _____

Special Requirements:

WALKER COUNTY FACILITY USE POLICY

Application No. FR-2025-89

Facility Requested: Annex Parking Lot Date Requested: September 20, 2025

Time(s): 9:00 am - 2:00 PM

The facility will be used for the following purpose(s): General public parking for Touch-a-Truck

Our event will be located on University and 13th Street. Due to the proximity of our event, the public will inevitably try to park in the annex parking lot. We would like to get permission ahead of time to ensure our event does not conflict with county functions & operations.

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee: _____ Signed by: Amanda Schillaci

Printed Name: City of Huntsville Main Street Program Phone: 936-291-5920

Address: 1203 University Avenue, Huntsville, TX 77320

Rental Fee: _____ Deposit: _____

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received: FR August 12, 2025 By: A. Word

Court Approval date: _____ Request: _____ Approved _____ Denied

Special Requirements:

WALKER COUNTY FACILITY USE POLICY

Application No.

FR-2025-90

Facility Requested:

Annex Parking Lot

Date Requested:

October 25, 2025

Time(s): 3:00-5:00 PM

The facility will be used for the following purpose(s): General public parking for Scare on the Square

Our event will be located on University and 13th Street. Due to the proximity of our event, the public will inevitably try to park in the annex parking lot. We would like to get permission ahead of time to ensure our event does not conflict with county functions & operations.

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee:

Signed by: Amanda Schillaci

Printed Name:

City of Huntsville Main Street Program

Phone: 936-291-5920

Address: 1203 University Avenue, Huntsville, TX 77320

Rental Fee:

Deposit:

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received:

August 12, 2025

By:

A. Wood

Court Approval date:

Request:

☐ Approved

☐ Denied

Special Requirements:

WALKER COUNTY FACILITY USE POLICY

Application No. FR 2025- 91

Facility Requested: Annex Parking Lot Date Requested: December 6, 2025

Time(s): 8:00am-6:00 PM

The facility will be used for the following purpose(s): General public parking for Christmas Fair

Our event will be located on University and 13th Street. Due to the proximity of our event, the public will inevitably try to park in the annex parking lot. We would like to get permission ahead of time to ensure our event does not conflict with county functions & operations.

It is hereby understood and agreed that the below named individual or organization(s) will assume responsibility for the repair or replacement of any Walker County premises and/or equipment which might be damaged during the license period. It is also understood that the security deposit may be forfeited for failure to comply with the Walker County Facility Use Policy.

Licensee: _____

Signed by: Amanda Schillaci

Printed Name: City of Huntsville Main Street Program

Phone: 936-291-5920

Address: 1203 University Avenue, Huntsville, TX 77320

Rental Fee: _____

Deposit: _____

Please return forms and fees to: Ali Hargis at ahargis@co.walker.tx.us

Walker County, Office of the County Judge, 1100 University Ave., Huntsville, Texas, 77340.

For Office Use Only

Date Received: August 12, 2025 By: A. Wood

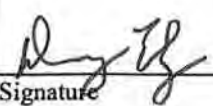
Court Approval date: _____ Request: _____ Approved _____ Denied _____

Special Requirements:

Asset Change/Transfer

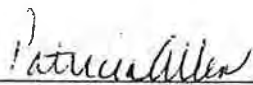
This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

PT

Date of transfer:	<u>02/27/2025</u>	Cost :	
Department transferring from:	<u>IT</u>		
Department transferring to:	<u>Surplus</u>		
ID # Assigned by Purchasing	<u></u>		
FAS ID #	<u>10498</u>		
Description of Item Transferred	Manufacturer/Model	Serial Number	
Laptop	Dell XPS 12	6D8S5VZ1	
Where will transferred item be located:			
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal)			
Additional Information:			
Signature of Department Head transferring asset		Department Head Receiving Asset Acceptance of Responsibility for Asset	
	<u>24 MAR 2025</u>	<u></u>	<u></u>
Signature	Date	Signature	Date
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. <i>Retain a copy signed by the Purchasing Agent or receiving department for your records.</i>			
For Purchasing Agent Use			
		Posted to Asset System By:	
		<u></u>	<u></u>
		Signature	Date
For Use by Auditors Office		Date Received from Purchasing <u></u>	
		Asset File Reviewed <u></u>	
		FAS system Reviewed <u></u>	

Asset Change/Transfer

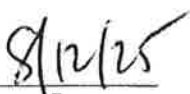
This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

Date of transfer:	<u>05/15/2025</u>	Cost :	
Department transferring from:	<u>Auditor</u>		
Department transferring to:	<u>Surplus</u>		
ID # Assigned by Purchasing	<u></u>		
FAS ID #	<u>12692</u>		
Description of Item Transferred	Manufacturer/Model	Serial Number	
Desktop computer	Dell OptiPlex 7060	51B7MR2	
Where will transferred item be located:			
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal)			
Working			
Additional Information:			
IT will need to wipe HDD/SDD			
Signature of Department Head transferring asset		Department Head Receiving Asset	
		<i>Acceptance of Responsibility for Asset</i>	
Signature	Date	Signature	Date
	<u>5-16-25</u>		
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. <i>Retain a copy signed by the Purchasing Agent or receiving department for your records.</i>			
For Purchasing Agent Use			
Posted to Asset System By:			
Signature		Date	
For Use by Auditors Office		Date Received from Purchasing	
		Asset File Reviewed	
		FAS system Reviewed	

This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

Date of transfer:		04/25/2025	Cost:	
Department transferring from:		Constable Central		
Department transferring to:		SURPLUS		
ID # Assigned by Purchasing				
FAS ID #		WC11430		
Description of Item Transferred		Manufacturer/Model	Serial Number	
Desktop computer		Dell OptiPlex 9010	7901RW1	
Where will transferred item be located: SURPLUS				
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal) Working				
Additional Information: HDD to be wiped by IT				
Signature of Department Head transferring asset		Department Head Receiving Asset <i>Acceptance of Responsibility for Asset</i>		
Signature _____ Date _____		Signature  _____ Date 5/4/2025		
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. <i>Retain a copy signed by the Purchasing Agent or receiving department for your records.</i>				
For Purchasing Agent Use				
		Posted to Asset System By:		
		Signature _____ Date _____		
For Use by Auditors Office		Date Received from Purchasing _____ Asset File Reviewed _____ FAS system Reviewed _____		

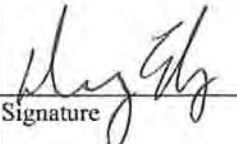
This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

Date of transfer:	08/05/2025	Cost :	
Department transferring from:	Veterans		
Department transferring to:	Surplus		
ID # Assigned by Purchasing			
FAS ID #	10668		
Description of Item Transferred	Manufacturer/Model	Serial Number	
Desktop Computer	DEll Optiplex	9N90RW1	
Where will transferred item be located:			
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal)			
IT WILL NEED TO WIPE HDD			
Additional Information:			
Signature of Department Head transferring asset		Department Head Receiving Asset	
		<i>Acceptance of Responsibility for Asset</i>	
			
Signature		Date	
Signature		Date	
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. <i>Retain a copy signed by the Purchasing Agent or receiving department for your records.</i>			
For Purchasing Agent Use			
Posted to Asset System By:			
Signature		Date	
For Use by Auditors Office		Date Received from Purchasing	
		Asset File Reviewed	
		FAS system Reviewed	

V1.June2005

Asset Change/Transfer

This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

Date of transfer:	04/25/2025	Cost :	
Department transferring from:	IT		
Department transferring to:	Constable Central		
ID # Assigned by Purchasing			
FAS ID #	WC12587		
Description of Item Transferred	Manufacturer/Model	Serial Number	
Desktop computer	Dell OptiPlex 7050	5D5FHL2	
Where will transferred item be located:			
Constable Central			
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal)			
Working			
Additional Information:			
Signature of Department Head transferring asset	Department Head Receiving Asset Acceptance of Responsibility for Asset		
			
25 APR 2025	5/4/2025		
Signature	Date	Signature	Date
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. Retain a copy signed by the Purchasing Agent or receiving department for your records.			
For Purchasing Agent Use			
Posted to Asset System By:			
Signature		Date	
For Use by Auditors Office		Date Received from Purchasing	
		Asset File Reviewed	
		FAS system Reviewed	

Asset Change/Transfer

This form is used to transfer assets between Departments or to the Purchasing Agent for Auction or Disposal

Date of transfer:	<u>08/05/2025</u>	Cost :	<u> </u>
Department transferring from:	<u>IT</u>		
Department transferring to:	<u>Veterans</u>		
ID # Assigned by Purchasing	<u> </u>		
FAS ID #	<u>12645</u>		
Description of Item Transferred	Manufacturer/Model	Serial Number	
Desktop Computer	DEll Optiplex 7050	1QSLXM2	
Where will transferred item be located:			
Condition at transfer date: (Clearly indicate condition of transferred asset if transfer is to Purchasing Agent for Auction or Disposal) <u>Working</u>			
Additional Information:			
Signature of Department Head transferring asset		Department Head Receiving Asset	
 <u>11 AUG 2025</u>		 <u>12 Aug 2025</u>	
Signature Date		Signature Date	
If this item is being transferred to the Purchasing Agent for Auction or Disposal, Purchasing must sign this form to relieve the Department Head of responsibility for the assets. <i>Retain a copy signed by the Purchasing Agent or receiving department for your records.</i>			
For Purchasing Agent Use			
Posted to Asset System By:			
Signature		Date	
For Use by Auditors Office		Date Received from Purchasing <u> </u>	
		Asset File Reviewed <u> </u>	
		FAS system Reviewed <u> </u>	

Vet



Texas Juvenile Justice Department

State Aid and Targeted Grants Contract and General Grant Requirements

This is an agreement between the State of Texas, represented by and through the Texas Juvenile Justice Department, hereinafter called "TJJD," and the juvenile board of Walker County/Judicial District, hereinafter called "Grantee" for the period of September 1, 2025, through August 31, 2027 ("Contract Period"). In consideration of the mutual agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, TJJD and Grantee agree as follows:

I. PURPOSE, SCOPE, AND STRUCTURE OF CONTRACT.

- 1.1 **Purpose and Scope of Contract.** The purpose of the State Aid and Targeted Grants Contract and General Grant Requirements ("Contract") is to delineate the duties and responsibilities of both TJJD and Grantee regarding the distribution, receipt, administration, and expenditure of State Aid and Targeted Grant funding under the applicable grants referenced herein.
- 1.2 **Contract Structure.** The Contract sets forth the basic requirements, duties, and responsibilities of TJJD and Grantee. It is supplemented by the documents attached hereto and incorporated by reference in Section II. The General Grant Requirements for the Distribution and Expenditure of State Aid and Targeted Grants (the "General Grant Requirements"), attached hereto as Exhibit A, contain provisions that apply to all State Aid Grants and Targeted Grants awarded or distributed to Grantee under this Contract. Additionally, each Targeted Grant (identified by letter, e.g. "Grant B") outlines requirements for the administration of that particular grant and is also hereby incorporated by reference. The Contract and all documents incorporated herein, should, to the extent there is no conflict, be read and interpreted as a single document. Grantee shall be bound by the duties, responsibilities, and requirements of each part of this Contract. If a provision contained in the General Grant Requirements conflicts with a provision in a Targeted Grant, the Targeted Grant provision controls.

II. INCORPORATED DOCUMENTS.

- 2.1. **Incorporated Documents.** The following documents attached hereto and incorporated herein:

- 2.1.1. **Exhibits.**

- 2.1.1.1. Exhibit A. *General Grant Requirements for the Distribution and Expenditure of State Aid and Targeted Grants*

- 2.1.1.2. Exhibit B. *Juvenile Board Resolution*

- 2.1.2. **Appendices.**

- 2.1.2.1. Appendix I. *General Principles for Determining Allowable Costs*

- 2.1.2.2. Appendix II. *Uniform Assurances by Local Governments*

- 2.2. **Documents Incorporated by Reference.** The following documents, or portions of documents, are incorporated by reference into this Contract.

- 2.2.1. **Requests for Proposal.** Requests for proposal are TJJD Requests for Proposal (RFPs) and/or Requests for Application (RFAs) that solicit applications in connection with any grant offered by TJJD.

- 2.2.2. **TJJD Grants Portal (FLUXX).** FLUXX is a web-based software application used to facilitate the online application, performance reporting, management, and expenditure reporting of the Contract and of all grants administered by TJJD. Grantee shall use FLUXX as directed by TJJD to complete fiscal processes associated with this Contract, such as the online submission of the budget application, grant plans, and program expenditure reports. Grantee shall submit a *TJJD Grants Portal User Authorization Form* in the format specified by TJJD in order to gain secure access to the FLUXX system. TJJD shall establish the minimum system requirements necessary for Grantee to access the online application.
- 2.2.3. **37 Texas Administrative Code Chapters 341-359.** 37 Texas Administrative Code Chapters 341-359 set forth the standards of compliance expected from Grantee and used by TJJD to monitor and inspect for compliance. Unless precluded by law, the standards shall control if a conflict exists with the provisions of this Contract, the General Grant Requirements, the Targeted Grant requirements, or other documents incorporated into this Contract.
- 2.2.4. **Targeted Grants.** The terms and conditions of all Targeted Grants entered into by Grantee throughout the duration of this Contract.
- 2.2.5. **Texas Grant Management Standards.** Although TJJD has attempted to highlight the most relevant rules and guidelines through this Contract, Grantee must abide by the Texas Grant Management Standards (TxGMS), adopted pursuant to the Uniform Grant and Contract Management Act of 1981, Chapter 783, Texas Government Code.
- 2.2.6. **State Assurances.** By accepting the terms and conditions of this grant, Grantee certifies that Grantee complies with the required assurances listed in Appendix II.

III. **DEFINITIONS.** The following words and terms, when used in this Contract, shall have the following meanings unless the context clearly indicates otherwise.

- 3.1. **Authorized Designee.** Any person, entity, state agency, or federal agency to whom or to which authority has been contractually or statutorily delegated to act in cooperation or consultation with TJJD regarding any program or service provided under any grant.
- 3.2. **Caseload.** The juveniles for whom a certified juvenile probation officer is authorized under TJJD's standards to provide probation supervision and services.
- 3.3. **Commitment Diversion Eligible Population.** Juveniles who have been formally referred to and disposed by the probation department or court and who are being supervised on deferred prosecution or court-ordered probation.
- 3.4. **Community-Based Program.** An array of rehabilitation services for juveniles and their families provided in local communities, including, but not limited to, Youth Services and Residential Services, transition programs, and aftercare services.
- 3.5. **Compliance Monitoring, Enforcement, and Tracking System (COMETS).** An automated internal system developed by TJJD that consists of an extensive database to track compliance requirements, instances of non-compliance, monitoring reports, citations, corrective actions, and sanctions imposed by TJJD.
- 3.6. **Directed Grants.** A grant that TJJD is directed by the Texas Legislature to provide to specific juvenile probation departments or for specific purposes.
- 3.7. **Discretionary State Aid (DSA).** A grant created to comply with Human Resources Code (HRC) Section 223.001(c). DSA supports residential and community programs and services that are operated by one or more juvenile probation departments, that have a clearly defined specialized target population based on risk and needs, that use research-based practices, and that have well-defined recidivism reduction goals.

- 3.7.1 **Community Project.** Juvenile probation department or regional programs and services provided in a non-residential setting that are evidence-based and meant to improve a juvenile probation department's ability to serve juveniles locally, improve outcomes, and decrease the likelihood of out-of-home placement or commitment to TJJD.
- 3.7.2 **Detention Project.** This program provides targeted grants to support public safety through appropriate detention of juveniles in the juvenile probation system.
- 3.7.3 **Prevention and Intervention Services.** Prevention and intervention programs and services are intended to prevent or intervene in at-risk behaviors that lead to delinquency, truancy, dropping out of school, or referral to the juvenile justice system.
- 3.7.4 **Regional Diversion Alternatives.** Individual juvenile placements, programs, and services intended to divert appropriate juveniles from commitment to TJJD.
- 3.7.5 **Residential Project.** Juvenile probation department program or service that is either created or enhanced, provided in an out-of-home placement, evidence-based, and meant to improve a region's ability to serve juveniles locally, improve outcomes, and decrease the likelihood of commitment to TJJD.
- 3.8. **Equipment.** An article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost that equals the lesser of the capitalization level established by Grantee for financial statement purposes or five thousand dollars (\$5,000).
- 3.9. **External Contract.** A contract that is established between Grantee and a private entity for the purpose of defining the terms under which the private entity will provide administrative or juvenile services or other goods or services for Grantee.
- 3.10. **Fiscal Officer.** A county or district auditor or treasurer or their designee, provided the designee is a qualified accountant or bookkeeper who is not an employee of Grantee.
- 3.11. **Formal Referral.** A formal referral occurs when all three of the following conditions exist:
 - 3.11.1 delinquent conduct, conduct indicating a need for supervision, or violation of probation was allegedly committed
 - 3.11.2 the juvenile court served by the juvenile probation department has jurisdiction; and
 - 3.11.3 the officer or official designated by Grantee has either:
 - a. made face-to-face contact with the juvenile and the alleged conduct has been presented as the reason for this contact; or
 - b. been given written or verbal authorization to detain the juvenile.
- 3.12. **Inter-County Transfer Officer.** The person designated by the Chief Administrative Officer to act as the contact for all matters involving the transfer of juvenile probation supervision between counties.
- 3.13. **Inter-County Contract.** A contract that is established between two or more counties as authorized by Chapter 771, Government Code, for the purpose of defining terms under which one county will provide administrative or juvenile services or other goods or services for the other county or counties that are parties to the contract.
- 3.14. **Juvenile Justice Program.** A program or department that:
 - 3.14.1 serves juveniles under juvenile court or juvenile board jurisdiction; and;
 - 3.14.2 is operated solely or partly by the governing board, by a juvenile board, or by a private vendor under a contract with the governing board or juvenile board. The term includes:
 - a. juvenile justice alternative education programs;
 - b. non-residential programs that serve juvenile offenders under the jurisdiction of the juvenile court or the juvenile board;

- c. juvenile probation departments.

3.15. Juvenile Probation Services. Juvenile Probation Services are:

- 3.15.1 services provided by or under the direction of a juvenile probation officer in response to an order issued by a juvenile court and under the court's direction, including: protective services; prevention of delinquent conduct and conduct indicating a need for supervision; diversion; foster care; counseling; supervision; and diagnostic, correctional, and educational services;
- 3.15.2 services provided by a juvenile probation department that are related to the operation of a pre- adjudication or secure or non-secure post-adjudication correctional facility or other residential placement facility; and
- 3.15.3 pre-adjudication services, including intake services, pre-court monitoring, deferred prosecution, and other services authorized by the juvenile board for juveniles under its jurisdiction prior to appearance before a court or prior to disposition.

3.16. Licensed Mental Health Professional (LMHP). A LMHP is able to perform the functions of an MHP, but an MHP may not be qualified to perform the functions of an LMHP.

3.17. Mental Health Professional (MHP). An individual who is designated to provide mental health case management and related services for which licensure is not required.

- 3.17.1 **Mental Health Screening, Assessment, and Evaluation.** The process of identifying juveniles as having a mental health diagnosis or mental health need, including conducting psychological and psychiatric evaluations. Mental health diagnoses must be made by appropriately trained and licensed mental health providers.
- 3.17.2 **Behavior Interventions.** Treatment Interventions for juveniles with mental health diagnoses or sexual behavior treatment needs that are designed to increase socially-adaptive behaviors and to decrease maladaptive behaviors. Substance abuse treatment is not in and of itself considered a behavior intervention under this definition, even though it may be provided as secondary treatment to mental health or sexual behavior treatment.
- 3.17.3 **Mental Health Programs.** Mental health case management, including, but not limited to, counseling (individual, family, and group), skills training, wrap-around services, and placement for the purposes of addressing identified mental health needs.
- 3.17.4 **Medications.** Psychotropic medications and medications associated with treating a diagnosed mental health condition.

3.18. Mental Health Services and Programs. All services necessary to treat, care for, supervise, and rehabilitate juveniles with mental health needs, including:

3.19. Mental Health Need. The identification and establishment of a mental health need is consistent with the Department of State Health Services Children's Mental Health Services Criteria. This includes juveniles who have a diagnosis of mental illness (according to the most recent version of the Diagnostic and Statistical Manual) and juveniles who exhibit serious emotional, behavioral, or mental disorders and who: (1) have a serious functional impairment; (2) are

at risk of disruption of a preferred living or child care environment due to psychiatric symptoms; or (3) are enrolled in a school system's special education program because of serious emotional disturbance. The definition does not include juveniles with a single diagnosis of substance abuse, intellectual developmental disorder, or autism spectrum disorder.

- 3.20. **Non-Compliance Citation Report (NCCR).** A report creating a written record of Grantee's non-compliance with a Contract requirement, which includes requirements of those documents incorporated by reference. Results of a non-compliance report for purposes of this grant contract are detailed in Section 7.5.1. of this document. Non-compliance reports for Title 37 Texas Administrative Code requirements may have different results, which are not within the scope of this document.
- 3.21. **Outcome Measure.** Expected program outcomes that ensure the program's goal statement is being fulfilled. They are the measures identified by TJJD that will be used to determine grant performance.
- 3.22. **Output Measures.** Measurable components of the program's activities that are tracked to ensure the program is being implemented with fidelity. Examples include, but are not limited to: number of juveniles served, attendance rates, number of activity sessions, and duration of activity sessions.
- 3.23. **Post-Adjudication Residential Placement Facility.** A post-adjudication secure correctional facility, a post-adjudication non-secure correctional facility, a residential child-care facility, an out-of-state residential placement facility, or any other government-licensed or registered residential placement facility in which a child is ordered placed by the juvenile court as part of a disposition to probation.
- 3.24. **Probation Program.** An array of planned or coordinated activities for juveniles and their families, including, but not limited to, residential programs, community-based programs, transition programs, and aftercare programs that have a curriculum or follow a strategy or plan while addressing a specific purpose or goal and have a measurable objective and outcome.
- 3.25. **Progressive Sanctions Model.** A set of recommended graduated dispositional guidelines defined in Chapter 59, Texas Family Code. The progressive sanctions model provides uniform and consistent standards in juvenile case dispositions, taking into account the seriousness of conduct, history of delinquent conduct, previous interventions, special treatment/training needs, and special circumstances of the juvenile.
- 3.26. **Project Director.** The individual designated by the juvenile board or chief administrative officer who is to be responsible for the administration and coordination of grant funds in accordance with this Contract, the general grant requirements, and applicable Targeted Grant requirements.
- 3.27. **Recidivism.** Reflects the re-offense recidivism rate within a set period of time from a juvenile's last exit from a post-adjudication residential placement facility. A juvenile may be represented in multiple fiscal years, but only once within a fiscal year. A juvenile is considered a Re-Offense recidivist if the juvenile was arrested or referred for a subsequent Class B misdemeanor offense or an offense of higher severity within one year of their placement date out. Steps are taken to ensure the alleged offense date also occurred after the placement exit date to represent a true recidivism event.
- 3.28. **Recommendation.** The course of action or option that the probation officer and department recommend or present to the juvenile court as the most appropriate dispositional option for a juvenile offender that, in the professional judgment of the probation officer, is in the best interest of the juvenile and society.
- 3.29. **Research-Driven Practices.** Methodologies, dosages, and techniques that have been shown through research studies to have a positive impact on recidivism.
- 3.30. **Residential Child-Care Facility.** A facility licensed or approved by the Texas Department of Family and Protective Services to provide assessment, care, training, education, custody, treatment, or supervision for a child who is not related by blood, marriage, or adoption to the owner or operator of the facility for the entirety of the 24-hour day, whether or not the facility is operated for profit or charges for the services it offers. The term includes child-care

institutions, child-placing agencies, foster group homes, foster homes, agency foster group homes, and agency foster homes.

- 3.31. **Residential Placement Cost.** The cost per day for a juvenile placement in a pre-adjudication secure detention facility, a short-term secure detention facility (i.e., holdover), a post-adjudication secure correctional facility, a non-secure correctional facility, a residential child-care facility, or an out-of-state facility that allows for the residential placement of children and is licensed, certified, or otherwise regulated by a governmental entity in the state where the facility is located.
- 3.32. **Service Provider.** A public or private vendor that is funded in whole or in part using grant funds and obligated under the terms of a contract with Grantee to provide goods and/or services for the operation, management, or administration of juvenile probation services or juvenile justice programs.
- 3.33. **Staff Services.** Staff services are defined to include only:
 - 3.33.1. salaries and fringe benefits for staff employed by the juvenile probation department under the direction of Grantee;
 - 3.33.2. travel reimbursement for juvenile probation department staff for the provision of juvenile probation services; and
 - 3.33.3. juvenile justice program operating expenses (e.g., postage, telephone, office supplies, printing, and other costs) directly related to juvenile probation services and administration.
- 3.34. **State Aid Grants.** State Aid Grants are available to all juvenile probation departments. Funding allocation is determined based on an approved formula for both years of the biennium. Component areas differ by eligible/target population and programmatic focus but are grouped together to allow maximum flexibility in application of funds between grants.
- 3.35. **Targeted Grants.** Targeted Grants are offered on the basis of specific eligibility criteria. Targeted Grants differ by population and focus and are designed to target funding to specific areas, with no shifting of funds between grants.
- 3.36. **Target Population for Mental Health Services.** Juveniles under the jurisdiction of Grantee who need a mental health assessment and those juveniles identified through assessment as needing mental health treatment services, programs, and/or placement for the purpose of addressing identified mental health needs.
- 3.37. **Target Population for Project.** A specific population for which the program was designed. It is the population for each program as defined in the grant application.
- 3.38. **Trauma Responsive.** An organization's structure is infused with, and its staff are trained in and consistently demonstrate, the best practices to support a juvenile who has experienced trauma.
- 3.39. **Treatment Hours.** The number of hours of direct clinical/treatment services provided to a juvenile under the jurisdiction of the juvenile court or juvenile board. Treatment hours may only be counted when services are provided by a licensed mental health professional (LMHP) or mental health professional (MHP).
- 3.40. **Youth Services.** A one-time event that provides help, assistance, or support to meet a juvenile's immediate needs (e.g., clothing, educational testing, medical or dental care) while the juvenile is in placement or in the community.

IV. OBLIGATIONS AND RESPONSIBILITIES OF TJJD.

- 4.1. **Monthly Payments.** TJJD shall make grant payments for the State Aid grant during the term of this Contract in eleven (11) monthly installments during each state fiscal year. The first payment to Grantee will be 16.7 percent of the total grant amount, and each of the remaining 10 payments shall be 8.33 percent of the total, subject to 4.2 and 4.3, below.
- 4.2. **Lump Sum Payments.** Prior to the beginning of the first year of the biennium, TJJD shall provide written notice of any subsequent allocation amounts that may be available to Grantee. TJJD shall disburse any additional funds awarded under the programs shown below in a lump sum payment.

4.3. **Reimbursement Payments.** TJJD shall, to the extent funds are available, reimburse Grantee for eligible claims presented for payment if TJJD determines the requirements for reimbursement have been met. Claims under this Contract may only be made for the period this Contract is in effect. Reimbursement programs include the following:

4.3.1. **Detention Reimbursement Program (DRA or DET).** In accordance with specific grant requirements, TJJD shall reimburse Grantee under DRA for approved detention expenses up to \$150 per day of the eligible time period. Upon review and approval of documentation, TJJD shall reimburse Grantee as requests for reimbursement are presented for payment.

4.3.2. **Juvenile Justice Alternative Education Program - Mandatory (JJAEP Reimbursement Program).** Grantees eligible for reimbursements under JJAEP Reimbursement Program shall receive a share of the initial distribution. The distribution will be based on each Grantee's share of the total juvenile population for each school year for the current Contract Period. Additional funds will be distributed at a rate not to exceed the limit provided in the current General Appropriations Act per eligible student attendance day for students to whom mandatory expulsion under Chapter 37, Texas Education Code, applies and who also meet the Targeted Grant requirements. Grantee is ineligible to receive the additional funds until the initial amount allocated is matched per eligible student attendance day. Payments to Grantee shall be limited to no more than one hundred eighty (180) days of operation during each regular school year for the current Contract Period. Depending on available funds, Grantee may be eligible to receive payments for up to thirty-five (35) days of operation during each summer for the current Contract Period.

4.3.3. **Regional Diversion Alternatives (RDA).** In accordance with the specific grant requirements, TJJD shall reimburse Grantee under RDA for approved Individual Diversion Plan expenses up to one hundred percent (100%) of the maximum allowable budget of the approved plan. Upon review and approval of documentation, TJJD shall reimburse Grantee as requests for reimbursement are presented for payment. Expenditures for a specific program or service in an approved Individual Diversion Plan that exceed the cost identified in the Plan are not reimbursable except as approved by an amendment to the Plan. All costs must be reasonable, allowable, and properly allocated to the provision of programs and services identified in the approved Individual Diversion Plan.

4.3.4. **Title IV-E Federal Foster Care Reimbursement Program.** TJJD shall reimburse Grantee the maximum federal dollar share for the following: foster care maintenance for eligible juvenile probation children, foster care candidates, and direct and enhanced administrative costs. Upon review and approval of supporting documentation, TJJD shall reimburse Grantee as requests for reimbursement are presented for payment, provided there is sufficient Title IV-E grant award authority against which to process presented claims and provided said funds are being reimbursed to TJJD by the Texas Department of Family and Protective Services (DFPS) via the interagency agreement. To be eligible for reimbursement, all costs must be reasonable, allowable, and properly allocated for support of the foster care program and Grantee must comply with all requirements contained in "Title IV-E Federal Foster Care Program Requirements." Claims for foster care maintenance or administrative costs are not eligible for reimbursement if the basis of the claim has funding from any other federal source.

V. **GENERAL DUTIES AND RESPONSIBILITIES OF GRANTEE.**

5.1. **Process to Receive Grant Funds.** In order to be eligible to receive grant funds, Grantee shall: (1) submit a budget to TJJD; (2) receive approval from TJJD for the budget submitted; and (3) submit a fully executed Contract to TJJD.

5.2. **Active Juvenile Officer Certification.** The individual juvenile officer and the employing or contracting Grantee shall ensure that all officers maintain their certifications as required under all relevant chapters of Title 37, Texas Administrative Code.

- 5.3. **Compliance Systems.** Grantee shall implement and use the required compliance systems and adhere to the policies, procedures, and requirements relating to COMETS, if applicable. Grantee shall use COMETS or other method determined by TJJD, to respond to any citation of noncompliance.
- 5.4. **Notice of Suit.** If Grantee and/or its employees, contractors, or service providers are named as a party in a civil lawsuit or criminal proceeding that relates to the operation of a juvenile justice program, pre-adjudication secure juvenile detention facility, short-term secure detention facility (i.e., holdover), post-adjudication secure correctional facility, non-secure correctional facility, or any other facility operated by or under the authority of Grantee, Grantee shall notify TJJD within 5 calendar days of receiving notice of the lawsuit or criminal proceeding.
- 5.5. **Privatization of Juvenile Probation Services, Juvenile Justice Programs, and Facilities.** Before Grantee enters into any contract or subcontract with any public or private person or entity for the provision of administration or programmatic services in juvenile justice programs and facilities, Grantee shall ensure that the qualifications of the contractor or subcontractor are adequate to ensure the contractor or subcontractor will perform and meet the terms of this Contract and the provisions contained herein in their entirety as well as all applicable standards and laws. All contracts or subcontracts entered into by Grantee shall be in writing and shall be subject to all applicable requirements contained in this Contract and applicable law and regulation. Grantee shall be solely responsible to TJJD for the performance of any contractor or subcontractor under this Contract.
- 5.6. **Health and Safety of Juveniles.** Grantee shall provide juvenile probation programs and services to juveniles under the jurisdiction of the juvenile court(s) within Grantee's jurisdiction and shall ensure all programs, services, and facilities provide adequate health and safety protections, procedures, and policies for all juveniles being served. TJJD may issue a Non-Compliance Citation Report (NCCR), cease or suspend funding, or impose any other sanctions available under this Contract, administrative rules, or other applicable laws for failure to protect the health and safety of juveniles.
- 5.7. **Facility Registration and Staffing Requirements.** Grantee shall not place a juvenile in a short-term detention facility, a pre-adjudication secure detention facility, a post-adjudication secure correctional facility, or a non-secure correctional facility unless that facility is registered with TJJD and all staff members have the appropriate certifications for their positions, as outlined in relevant chapters of 37 Texas Administrative Code.

VI. ACCOUNTING, REPORTING, AUDITING REQUIREMENTS, AND FINANCIAL ASSURANCE REQUIREMENTS FOR GRANT FUNDS.

- 6.1. Grantee shall follow the accounting, reporting, auditing, and financial assurance requirements contained in this Contract. Grantee shall maintain supporting fiscal documents adequate to ensure that claims for grant funds are in accordance with applicable TJJD and State of Texas requirements, including, but not limited to, Texas Grant Management Standards set by the Texas Comptroller.
- 6.2. Pursuant to Section 2262.154, Texas Government Code, the state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under this Contract or indirectly through a subcontract under this Contract. Grantee's acceptance of funds under this Contract acts as acceptance of the authority of the state auditor, under the direction of the Legislative Audit Committee, to conduct an audit or investigation in connection with those funds. Under the direction of the Legislative Audit Committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit. Grantee shall include a clause concerning the authority of the state auditor to audit funds and the requirement to cooperate in any subcontract it awards.

VII. GENERAL PROVISIONS, SANCTIONS, AND PENALTIES.

- 7.1. **Term.** This Contract shall be in force from September 1, 2025, through August 31, 2027, and, depending on the availability of funding, may be renewed for subsequent 2-year terms (biennia) thereafter upon mutual, written agreement of the parties.
- 7.2. **Funding Availability.** This Contract is at all times subject to state appropriations. TJJD makes no express or implied representation or guarantee of continued or future funding under this Contract. TJJD has, as of the date of the

execution of this Contract, obtained all requisite approvals and authority to enter into and perform its obligations under this Contract, including, without limitation, the obligation to make the initial payment or payments required to be made under this Contract on the date or dates upon which such initial payment or payments may otherwise be disbursed during the current Contract Period. Grantee acknowledges TJJD's authority to make such payments is contingent upon the Texas Legislature's appropriation to TJJD of sufficient funds and the availability of funds to TJJD for such purpose. If the State of Texas or the federal government terminates its appropriation through TJJD or fails to pay the full amount of the allocation for the operation of any grant or reimbursement program hereunder or the funds are otherwise unavailable, TJJD may immediately and without penalty reduce payments or terminate this Contract in whole or in part. Upon termination of the Contract or reduction of payments, Grantee shall return to TJJD any unexpended funds already disbursed to Grantee. Neither TJJD nor the State of Texas shall incur liability for damages or any loss that may be caused or associated with such termination or reduction of payments. TJJD is not required to give prior notice for termination or reduction of payments.

7.3. **Entire Agreement.** This Contract and all documents incorporated herein by reference constitute the complete and final agreement between TJJD and Grantee. Any other oral or written agreements between the parties concerning the subject matter of this agreement have no force or effect after the effective date of this Contract.

7.4. **Notice.** Except as expressly provided herein, any notice required or permitted to be given under this Contract shall be in writing and delivered in person or by registered or certified mail, return receipt requested, postage prepaid, to the individual and address shown below:

GRANTEE

CHIEF ADMINISTRATIVE OFFICER

P O Box 536

Huntsville, TX 77342-0536

TEXAS JUVENILE JUSTICE DEPARTMENT

Mailing Address:

P.O. Box 12757

Austin, Texas 78711

Attention: State Aid and Targeted Grants Contract Administrator

The notice shall be effective on the date of delivery.

7.5. Sanctions and Penalties.

7.5.1. **Issuance of Non-Compliance Citation Reports.** If Grantee fails to provide requested information in the specified timeframe and format, cooperate with allowable monitoring activities, or use grant resources and operate grant programs in accordance with the terms and conditions of this Contract, TJJD may issue a Non-Compliance Citation Report. This will result in notification to Grantee's juvenile board of the non-compliance, requires a formal plan of correction be submitted to TJJD to correct the non-compliance, and may result in withholding of payment.

7.5.2. **Withholding of Payments.** Notwithstanding anything to the contrary herein, Grantee acknowledges that payments due under this Contract may be withheld or permanently suspended, in whole or in part, if Grantee fails to comply with any federal or state law, administrative rule, or regulation applicable to the services provided herein or if Grantee fails to perform its duties and responsibilities in accordance with the terms and conditions of this Contract, including the standards incorporated by reference.

7.5.3. **Withholding of Future Payments.** If Grantee fails to reimburse TJJD for discovered unallowable expenditures, TJJD may withhold payments under any grant until the amount used on the unallowable expenditures have been completely reimbursed.

7.5.4. **Withholding Notice.** Prior to withholding payment, TJJD shall provide to the Chief Administrative Officer reasonable notice of the intent to withhold payment and the date(s) of intended withholding.

- 7.5.4.1. Upon request by Grantee, a meeting may be held with the Deputy Executive Director - Support Operations and Finance to discuss the reasons for the intent to withhold funds.
- 7.5.4.2. The juvenile board is offered two levels of appeal regarding decisions to withhold funds. The first level of appeal is to the TJJD Executive Director. The second level of appeal is to the Texas Juvenile Justice Board. The administrative determination rendered by the Board is final.
- 7.5.5. **Ineligibility for Future Grants.** Grantee may become ineligible for future grants of any kind from TJJD under the following circumstances:
 - 7.5.5.1. grantee or its staff, employees, designees, or contractors intentionally or knowingly falsify any documents, reports, or records related to grant funds received under this Contract or intentionally or knowingly give to any TJJD employee or designee false statements related to the expenditure of grant funds, provision of juvenile probation services, or administration of juvenile justice programs; or
 - 7.5.5.2. grantee or its staff, employees, designees, or contractors intentionally or knowingly violate any provision of this Contract.
- 7.5.6. **Debarment, Suspension, or Ineligibility.** By execution of this Contract, Grantee certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal or state department or agency from participation in this Contract or any grant authorized hereunder.
- 7.6. **Termination.** Either party may terminate this Contract, or any portion thereof, including any grant awarded to Grantee, in accordance with the provisions in this section.
 - 7.6.1. **Termination for Cause.** TJJD may terminate this Contract, or any portion thereof, as a result of Grantee's failure to comply with any covenant, assurance, term, or condition of this Contract, including those of the documents incorporated herein by reference. Termination under this provision may occur no sooner than the 15th day after Grantee's receipt of Notice of Intent to Terminate. Justifications for termination for cause by TJJD include, without limitation, the following:
 - 7.6.1.1. grantee knowingly and intentionally: submits falsified or fraudulent documents or reports; makes false representations, certifications, or assurances relating to this Contract; causes or acquiesces in any person to submit falsified or fraudulent documents or reports or to make false representations, certifications, or assurances relating to this Contract; or fails to submit required reports; and
 - 7.6.1.2. grantee intentionally, willfully, or negligently discharges its duties under this Contract, TJJD administrative rules, or other law and such results in the life, health, welfare, or safety of any individual served by or under the authority of Grantee being endangered or possibly endangered, either directly or indirectly.
 - 7.6.2. **Termination without Cause.** Either party may terminate this Contract without cause by providing the other party with written notice at least 60 calendar days prior to the termination date.
 - 7.6.3. **Termination by Mutual Agreement.** TJJD and Grantee may mutually agree to terminate this Contract, or any portion thereof, at any time upon written agreement signed by both parties.
- 7.7. **Hold Harmless.** Grantee shall be solely responsible for the safety and welfare of the juveniles participating in any program or service funded through the grants received by Grantee under this Contract. Grantee shall, to the extent allowed under the Texas Constitution and the laws of this state, indemnify, defend, and hold harmless the State of Texas, TJJD, and TJJD's board members, employees, and designees from any claim, loss, legal proceeding, and liability that results from the operation of any program funded in whole or in part with funds received under this Contract.

- 7.8. **Governing Law.** This Contract is being executed and delivered in the State of Texas. This Contract is intended to be performed in the State of Texas. The laws of the State of Texas shall govern the validity, construction, enforcement, and interpretation of this Contract. Prior to seeking judicial review, Grantee shall exhaust all administrative remedies, including, but not limited to, those described in Section 7.9 below. Venue for any legal action arising from this Contract shall be in Travis County, Texas.
- 7.9. **Administrative Remedies.** Grantee agrees that any dispute, controversy, or claim arising out of or relating to unallowable expenditures under this Contract, whether during or after its term, shall be submitted for an administrative review before the Texas Juvenile Justice Board (Board). To initiate the process, Grantee shall submit a written notice, in accordance with terms set forth herein, to TJJD's Executive Director or designee and all members of the Board. Said notice shall specifically request a Board review and state the nature of the dispute, controversy, or claim. Grantee shall also provide a copy of the notice to all members of Grantee's governing board. Neither the execution nor the performance of this Contract by TJJD shall be construed to be a waiver of sovereign immunity to suit.
- 7.10. **Authority to Bind TJJD.** This Contract is not binding upon TJJD unless and until it has been executed by TJJD's Board, TJJD's Executive Director, or an authorized designee.
- 7.11. **Grantee's Authority.** The person or persons executing this Contract on behalf of Grantee represent and guarantee that each has been fully authorized by Grantee to execute the Contract on behalf of Grantee and to validly and legally bind Grantee to all the terms and provisions contained in this Contract. Evidence of this authority to contract is attached to this Contract as the *Juvenile Board Resolution*, Exhibit B, which shall be adopted in compliance with the Texas Open Meetings Act as codified in Texas Government Code Chapter 551.
- 7.12. **Assignability.** No assignment of this Contract or the rights and obligations hereunder will be valid without the written consent of the non-assigning party.
- 7.13. **Amendments.** Except as provided by this provision, to be valid and effective, any amendment to this Contract must be in writing, signed by TJJD and Grantee, and expressly made a part of this Contract. In the event TJJD changes its computer systems or applications that are required to be used in this Contract (e.g. COMETS, FLUXX), written notice from TJJD regarding Grantee's requirement to use the new system for the same purposes as the system it is replacing, as detailed in the Contract, shall be sufficient and enforceable without the need for an amendment to the Contract.
- 7.14. **Applicable Law, Policy, and Procedure.** Grantee shall comply with all applicable state and federal laws, regulations, standards, policies, and procedures as they currently exist or as amended or renumbered and enacted and effective during the term of the Contract. In the event there is a conflict between the Contract and federal or state law or TJJD administrative rules, the law or administrative rule controls.

This space intentionally left blank.

Exhibit A

General Grant Requirements for the Distribution and Expenditure of State Aid and Targeted Grants

I. GRANT DESCRIPTION.

State Aid Grants provided to local juvenile boards support the following programs and services: provision of basic juvenile probation services, community programs, pre- and post-adjudication secure and non-secure correctional facilities, commitment diversion, and mental health. State Aid Grants also assist the juvenile board in adhering to TJJD's standards and policies. This grant shall fund juvenile justice, staff, and youth services for juveniles at risk of commitment to TJJD. These General Grant Requirements, incorporated into the State Aid and Targeted Grants Contract (the "Contract") as Exhibit A, apply to the distribution and expenditure of State Aid Grant funds and Targeted Grant funds except that, if a requirement in a Targeted Grant conflicts with these General Grant Requirements, the Targeted Grant requirement controls.

II. GENERAL GRANT DEFINITIONS.

Definitions included in the Contract apply to these General Grant Requirements.

III. PROGRAM PERFORMANCE MEASURES.

A. Goal. The goals of TJJD's grants are to:

1. reduce delinquency, increase juvenile accountability, divert juveniles from TJJD, and rehabilitate juveniles through a comprehensive, coordinated, community-based juvenile probation system; and
2. expand and enhance the services available to and provided for juveniles served by juvenile probation departments.

B. Program Objective. The objectives of TJJD's grants are to:

1. provide, develop, and support community-based juvenile probation services and programs and ensure the delivery of safe and effective juvenile probation programs and services that adhere to TJJD's standards and policies while maximizing juvenile outcomes;
2. increase the availability of mental health screenings, assessments, and evaluations for juveniles referred to and under the supervision of juvenile probation departments and the provision of services, programs, and placements to juveniles with identified mental health needs; and
3. increase the availability of community-based programs and post-adjudication residential placement facilities in an effort to divert appropriate juveniles from commitment to TJJD while maintaining community safety.

C. Program Performance Measures. Grantee performance shall be determined using the following measures for each fiscal year of the grant period:

1. number of formal referrals;
2. average daily population of juveniles under deferred prosecution and probation supervision;
3. number of placements in post-adjudication residential placement facilities;
4. percentage of juveniles under deferred prosecution and probation supervision participating in a community-based program;

5. number of juveniles committed to TJJD;
6. number of juveniles certified as adults;
7. percentage of TJJD-eligible juveniles committed to TJJD;
8. one-, two-, and three-year re-referral/re-arrest and incarceration recidivism rates for juveniles beginning supervision, beginning a program, and leaving a post-adjudication residential placement facility;
9. number of juveniles provided mental health services;
10. number of mental health assessments or psychological evaluations completed;
11. number of mental health treatment hours provided;
12. number of juveniles served by State Aid Grant Commitment Diversion funding;
13. percent of juveniles served completing Commitment Diversion programs or placements;
14. number of juveniles served by State Aid Grant Commitment Diversion funding committed to TJJD; and
15. one-, two-, and three-year recidivism rates for all juveniles served by State Aid Grant Commitment Diversion funding in programs and post-adjudication residential placement facilities.

D. **Compliance with Performance Measures.** Grantee shall adhere to the minimum performance measures established by TJJD based on Grantee's historic performance of services. Grantee shall report, in the format specified by TJJD, on Grantee's success in meeting the performance targets. This provision applies to grants for services other than basic probation services. If TJJD determines, in its sole discretion, that Grantee has failed to meet performance measures, TJJD may reduce or eliminate Grantee's future funding allocations.

IV. PROGRAMMATIC COMPONENTS.

- A. **Requests for Information.** Grantee shall fully and promptly comply with all reporting requirements and requests for information issued by TJJD or its authorized designee. Grantee shall provide such information in the format requested by TJJD. Grantee shall ensure that its staff, interns, volunteers, and subcontractors comply in a timely and complete manner with all TJJD's requests for information. Grantee shall comply in a timely manner with requests by TJJD or its authorized designee for financial information, records, and documents related to evaluating costs of programs and services provided by Grantee's juvenile probation department. Grantee shall timely submit any files or records of Grantee's juvenile probation department, or any facility or program operated by or under the authority of Grantee, requested by TJJD or its authorized designee as a part of the monitoring, auditing, or investigatory process.
1. **Agency Proceedings and Investigations.** Grantee shall require all employees, interns, volunteers, subcontractors, and private vendors to cooperate with and to testify in any administrative or judicial proceeding or hearing regarding any matter TJJD considers necessary for the investigation of abuse, neglect, or exploitation allegations; complaints; financial and programmatic audits; or any other matter under TJJD's authority. Compliance with this provision does not constitute a contractual waiver of the privilege against self-incrimination or any other right or privilege guaranteed under law.
 2. **Agency Subpoena Power.** Grantee shall comply with the provisions of Human Resources Code Section 203.008 or other applicable law that authorizes TJJD to issue subpoenas, receive evidence, and gather information TJJD deems necessary for the investigation of abuse, neglect, or exploitation allegations; complaints; financial and programmatic audits of juvenile probation programs, services, and facilities; or any other matter under its authority.

- B. **Compliance with Agency Administrative Law.** Grantee shall comply with TJJD's administrative rules contained in Title 37 Texas Administrative Code that apply to Grantee, the juvenile probation departments, and any juvenile justice programs, juvenile probation services, and facilities operated or provided by or under the authority of Grantee.
- C. **Departmental Policies and Procedures.** Grantee shall promulgate and enforce the following departmental policies and procedures:
1. **Procurement Procedures.** Grantee shall follow its own written procurement procedures, which must reflect applicable laws and regulations, provided the procurements and procedures conform to the standards identified in the Texas Grant Management Standards.
 2. **Employee Timekeeping Documentation.** Grantee shall require all employees, interns, volunteers, subcontractors, and private vendors paid in whole or in part with state funds to maintain and make available to TJJD documentation of the performance of juvenile probation services, completion of a standard 40-hour work week or a pro-rated alternate work schedule, and all documented leave. Grantee shall ensure that accurate timesheets and attendance records are maintained by the chief administrative officer. Grantee shall make all employee salary documentation and timesheets available for review by TJJD during on-site monitoring visits or upon request.
 3. **Employee Daily Travel Activity Documentation.** Grantee shall require all travel expenses paid in whole or in part with state funds to be accurately documented daily by the individual traveling. Grantee shall document, at a minimum, the date, destination, times, mileage or odometer readings, and related travel activities.
- D. **Diversion Programs and Services.** Grantee shall use grant funds to provide probation programs and juvenile probation, staff, and youth services designed to provide diversionary alternatives for juveniles at risk of commitment to TJJD, including, but not limited to, intensive supervision probation, residential placement, family preservation services, parenting skills services, and mental health services.
- E. **Target Population.** Grantee shall ensure that diversion programs and services provided under this grant are designed to serve juveniles who are at risk of commitment to TJJD. Any child under the supervision of a juvenile probation department, regardless of level of misconduct, is considered at risk of commitment.
- F. **Department Commitment Goals.** By executing the State Aid and Targeted Grants Contract, Grantee agrees to assist TJJD in achieving the statewide goal of limiting the number of juveniles recommended for commitment to TJJD. In order to limit the number of staff recommendations for TJJD commitment, Grantee shall develop programmatic alternatives for juveniles at immediate risk of commitment to TJJD. Grantee shall require its juvenile probation department staff to explore and recommend dispositional alternatives, when appropriate and consistent with a validated risk and needs assessment, before making a recommendation for commitment to TJJD.
- G. **Ideal Commitment Criteria.** Grantee shall ensure that its juvenile probation department's recommendations of commitment to TJJD adhere to the ideal commitment criteria in every case unless mitigating or extenuating circumstances are present and documented. The ideal commitment criteria are:
1. defined as any commitment recommended by and consistent with the Progressive Sanctions Guidelines as found in Chapter 59 of the Texas Family Code; and
 2. in accordance with a special commitment finding for indeterminate commitments as set out in Section 54.04013, Family Code.
- H. **Mental Health Services.** Grantee will receive allocated state aid funding to secure Mental Health Services and Programs for juveniles under Grantee's supervision. Services may include screening, assessment, diagnosis, evaluation, or treatment of juveniles with mental health needs. Mental Health Services funds may only be used to provide services to juveniles meeting the mental health need definition. TJJD's provision of State Aid Grant Mental Health Services funds shall not be understood to limit the use of other state and local funds for mental health services. State Aid Grant Mental Health Services funds may be used for all mental health services and programs as defined herein; however, these funds may not be used to supplant local funds or for unallowable expenditures.

Juveniles served by State Aid Grant Mental Health Services funds must meet the definition of Target Population for Mental Health Services provided in the Contract.

I. **Commitment Diversion Initiatives.** Grantee will receive allocated state aid funding to provide Commitment Diversion programs and services. With these funds, Grantee shall provide juvenile probation programs and juvenile probation, staff, and youth services as follows:

1. Eligibility. Only juveniles meeting the definition of Commitment Diversion Eligible Population may be served by State Aid Grant Commitment Diversion funds.
2. Documentation. Grantee shall maintain documentation for all community-based programs and post-adjudication residential facility placements associated with the program and shall make this documentation available to TJJD for review during on-site monitoring visits or upon request. Documentation shall include:
 - a. date, time, and duration of program/placement;
 - b. location of program;
 - c. purposes and goals of program; and
 - d. number of participants.
3. Grantee shall establish written policies and procedures governing all State Aid Commitment Diversion programs and services that Grantee provides.

V. PROGRAMMATIC REPORTING.

A. Annual Reports.

1. The *Annual Resource Report* shall be submitted on or before the designated due date of each year of the grant period in an electronic format as specified by TJJD.
2. The *Juvenile Facility Registration Application* shall be submitted, in the electronic format specified by TJJD, by February 1 of each year of the grant period. The form shall also be submitted prior to Grantee opening a new facility or contracting with a new entity to operate a facility. This form shall be submitted for each pre-adjudication secure detention facility, short-term secure detention facility (i.e., holdover), post-adjudication secure correctional facility, and non-secure correctional facility that is operated by or under contract with Grantee.
3. Grantee shall designate and update key personnel through the Juvenile Probation Directory on TJJD's website. Notification of changes during the fiscal year regarding the Chief Administrative Officer, Fiscal Officer, Juvenile Board Chair, and Facility Administrator shall be submitted on official department or juvenile board letterhead. A copy of the approved juvenile board minutes announcing the appointments will also be accepted. These documents shall be submitted to TJJD's Staff Services Officer within ten (10) calendar days from the effective date of the change.
4. The Grantee shall designate a Project Director for each grant received. One person may not serve as Chief Administrative Officer and Fiscal Officer at the same time, and one person may not serve as a Project Director and Fiscal Officer at the same time. One person may serve as the Chief Administrative Officer and Project Director simultaneously.
5. Grantee shall comply with any annual reporting requirements contained in Targeted Grants awarded to Grantee.

B. Quarterly Reports.

1. No later than January 15, March 31, June 30, and September 30 of each year, Grantee shall submit, electronically in a format specified by TJJD, an accounting of all state grant funds expended each quarter.

2. Grantee shall comply with any quarterly reporting requirements contained in Targeted Grants awarded to Grantee.

C. Monthly Reports.

1. Grantee shall comply with any monthly reporting requirements contained in Targeted Grants awarded to Grantee.

D. Other Periodic Reports.

1. Grantee shall use COMETS to respond to TJJD with required corrective action responses, within the mandated timeframe specified by the COMETS system, to the following types of citations of non-compliance:
 - a. findings of non-compliance with standards and grant requirements issued in monitoring-visit performance reports, whether or not a Non-Compliance Citation Report (NCCR) is issued; and
 - b. any NCCR issued by TJJD.
2. Grantee shall notify TJJD of any change affecting Grantee's official registry information, including administration, baseline services, programs, rated capacity, and any other data submitted in the *Juvenile Facility Registration Application* regarding any pre-adjudication secure detention facility, short-term secure detention facility (i.e., holdover), post-adjudication secure correctional facility, or non-secure correctional facility operated by or under the authority of Grantee. Grantee shall ensure that any private vendor that operates a facility under the authority of Grantee shall be contractually obligated to notify TJJD of any changes in official registry information. Grantee shall provide notice of changes in writing to TJJD no later than 10 calendar days after the effective date of the change.
3. Grantee shall notify TJJD immediately in writing of any change affecting Grantee's composition, structure, function, or identity, such as a name change, governing board membership changes, or personnel changes affecting services funded through these grants.
4. Grantee shall enter each program it administers, or for which it contracts, into TJJD's web-based Program Registry. Grantee shall notify TJJD of any change affecting Grantee's official registry information, including, but not limited to, administration, program type, and program components.
5. Grantee shall provide all other periodic reports requested by TJJD or contained in Targeted Grants awarded to Grantee.

VI. PROGRAMMATIC MONITORING.

- A. **On-Site Monitoring Visits.** Grantee is subject to programmatic monitoring scheduled at TJJD's discretion. Scheduled on-site visits are announced and confirmed in writing at least 15 calendar days in advance of the visit whenever possible. Scheduled on-site visits are conducted during the program's regular operating hours. The visit may include: a review of policies, procedures, and records; interviews with staff, juveniles, and other personnel; and a tour of the program or facility. The length of the visit depends on the size of the program or facility as well as the size of TJJD's monitoring team. Each visit will conclude with an exit conference with appropriate staff and the presentation of findings in the Performance Rating Profile Report.
- B. **Unannounced On-Site Monitoring Visits.** TJJD may conduct unannounced on-site visits in addition to its scheduled on-site visits. Unannounced on-site visits may be made without any advance notification and may occur at any time. Unannounced on-site visits may be conducted at random or for cause. TJJD may determine cause exists by assessing alleged standards non-compliance, as a means to monitor program improvement plans (PIPs), or due to a request for intervention from other state or local government entities or the public. Unannounced on-site visits may also be conducted in conjunction with TJJD's formal abuse, neglect, and exploitation investigations. The length and scope of an unannounced on-site visit shall be dependent on the circumstances that led to the visit. An NCCR may be issued for any verified non-compliance in an unannounced on-site visit.

- C. **Desk Monitoring.** TJJD may monitor compliance with standard or grant requirements by a desk monitoring, which includes review of select records and program documentation. Grantee shall make available to TJJD any written policies and procedures, juvenile and staff records, juvenile board documentation, and other applicable documents. The review of written documentation and materials may be supplemented by phone interviews with select staff and/or juveniles. Findings may result in a performance rating profile report, technical assistance, and/or an NCCR. Grantee shall ensure its agents comply with all requests for information during the course of a desk monitoring by TJJD or its authorized designee.

VII. FINANCIAL COMPONENTS.

A. Budget and Expenditure Structure.

1. Grant funds shall be expended for juvenile justice programs to provide probation programs and juvenile probation, staff, and youth services within the three budget categories of Staff Services, Inter-County Contracts, and External Contracts as allowed herein and consistent with Appendix I and Texas Grant Management Standards (TxGMS).
2. Unless restricted to certain allowable expenditures by the particular grant program from which funds were received, any funds received pursuant to a grant must be spent in the following categories, as defined in the grant: juvenile probation services, staff services, and youth services.
3. Grant funds may be expended to provide probation programs and juvenile probation, staff, and youth services for juveniles and family members of juveniles under the Grantee's jurisdiction. Grant funds may also be expended for juveniles to continue receiving services from the juvenile justice program for the period of up to six months after discharge from probation, as allowed by Section 142.007, Human Resources Code.

B. Allowable Expenditures of Funds.

1. Expenditures that benefit both adult and juvenile probation departments shall be pro-rated on an equitable basis. The determination of the method of pro-rating such expenditures must be supported by documentation. Only the portion of expenditures attributed to juvenile probation departments are allowable expenditures under this Contract.
2. Grant funds used to reimburse a county that provides fiscal services to another county or multiple counties shall be limited to reasonable compensation for services actually provided. Payment shall not exceed five percent (5%) of the funding allocation and shall be made to the county providing fiscal services rather than to an individual.
3. **Gifts or Awards for Employees.** Gifts or awards of recognition (i.e., plaques, gift certificates, or meals) to employees, not to exceed fifty dollars (\$50) per employee per fiscal year, are allowable.
4. **Food and Transportation.** Food and transportation for a juvenile under supervision are allowable under the Youth Services category.
 - a. Food and transportation for the parents of a juvenile under supervision are unallowable.
 - b. Food provided for meetings (i.e., juvenile board meetings, trainings, or regional meetings) is unallowable.
5. **Mental Health Services.** Allowable expenditures for State Aid Mental Health Services funds include:
 - a. mental health screening, assessment, and evaluation to identify juveniles with a mental illness or need for mental health treatment, including psychological and psychiatric evaluations;
 - b. costs of mental health services that meet the definition set out in the Contract;

- c. salary of a mental health provider or contracted services of a mental health provider;
 - d. salary of a juvenile probation officer who carries a caseload of juveniles who meet the target population and are receiving another type of mental health service; and
 - e. psychotropic medications and medications associated with treating a diagnosed mental health condition.
6. **Minor Items.** Any direct cost of a minor amount may be treated as an indirect cost for reasons of practicality where such accounting treatment for that item of cost is consistently applied to all cost objectives.
7. **Prevention and Intervention Services.** Prevention and intervention services intended to prevent or intervene in at-risk behaviors that lead to delinquency, truancy, dropping out of school, or referral to the juvenile justice system are allowable.
8. **Psychological, Psychiatric, and Medical Evaluation Costs.** Psychological, psychiatric, and medical evaluations for juveniles under the jurisdiction of the juvenile court are allowable under the youth services category. Psychological, psychiatric, and medical evaluations for the parents or other members of the family of the juvenile under supervision are unallowable.
9. **Residential Placement Costs.** Residential Placement Costs are allowable, subject to the following requirements:
- a. **Pre-Adjudication Secure Detention Facilities.** Grant funds may be used to pay for all or part of the costs of the placement of a juvenile into any public or private pre-adjudication secure detention facility in the state of Texas, provided that the facility has been certified and registered in accordance with Texas Family Code Section 51.12. This includes a short-term secure detention facility (i.e., holdover).
 - b. **Post-Adjudication Secure Correctional Facilities.** Grant funds may be used to pay for all or part of the costs of the placement of a juvenile into any public or private post-adjudication secure correctional facility, provided that the facility has been certified and registered in accordance with Texas Family Code Section 51.125.
 - c. **Non-Secure Correctional Facilities.** Grant funds may be used to pay for all or part of the costs of the placement of a juvenile into any public or private non-secure correctional facility, provided that the facility has been certified and registered in accordance with Texas Family Code Section 51.126.
 - d. **Residential Child-Care Facility.** Grant funds may be used to pay for all or part of the costs of placement of a juvenile into a residential child-care facility in this state that is licensed by the Texas Department of Family and Protective Services or other regulatory authority if said facility is required to possess such a license. Grant funds may be used to pay for all or part of the costs of a placement of a juvenile into a residential child-care facility if the facility is accredited in accordance with the provisions of Chapter 42, Subchapter E of the Human Resources Code regarding Accreditation of Child-Care Facilities and Child-Placing Agencies.
 - e. **Out-of-State Residential Placement Facility.** Grant funds may be used to pay for all or part of the costs of placement of a juvenile into an out-of-state residential placement facility that is licensed, regulated, or certified by a governmental entity in the state where the facility is located.
10. **Out-of-State Travel.** Costs for travel outside Texas for the purpose of visiting a juvenile in placement or providing another youth service are allowable. Costs for travel outside of Texas or the United States for training are unallowable unless a special request through the TJJD Grants Portal has been submitted by Grantee and prior written approval of the trip and projected costs for such travel has been granted by TJJD.
11. **Weapons and Firearms.** The purchase of weapons, including firearms, and training on the use of those weapons, such as firearms proficiency training, is allowable only for the benefit of eligible juvenile probation

officers who have met the requirements established under TJJD's administrative rules and other applicable law. Otherwise, the purchase of a weapon, firearm, ammunition, related supplies, or related training is unallowable

C. Unallowable Expenditures of Funds.

1. Grant funds shall not be expended for unallowable items detailed herein or in Appendix I or Texas Grant Management Standards.
2. Grant funds shall not be expended for salaries or expenses of juvenile board members.
3. **Gifts or Awards for Juveniles.** Gifts or awards for juveniles are unallowable.
4. **Investment Counsel and Management Costs.** The costs of an investment counsel, staff, and similar expenses incurred to enhance income from investments are unallowable.
5. **Lobbying.** Costs of travel for the purpose of lobbying and associated activities are unallowable.
6. **Services in Foreign Country.** The purchase of services to be provided in a foreign country is unallowable.
7. **Weapons and Firearms.** The purchase of weapons, including firearms, and training on the use of those weapons, such as firearms proficiency training, is allowable only for the benefit of eligible juvenile probation officers who have met the requirements established under TJJD's administrative rules and other applicable law. Otherwise, the purchase of a weapon, firearm, ammunition, related supplies, or training is unallowable.

D. Financial Match Requirements. See also Targeted Grant Requirements.

1. **Certification of Local Expenditures for Matching Requirements.** Grantee shall submit the *Certification of Local Expenditures Report* certifying Grantee's local juvenile justice expenditures in the previous fiscal year were equal to or greater than the average of 3 prior fiscal years, excluding construction and capital outlay expenses. For example, for FY2026, average of fiscal years 2022, 2023, and 2024, and. for FY2027, average of fiscal years 2023, 2024, and 2025. The local juvenile justice expenditures entered in the TJJD Grants Portal system shall be certified electronically via TJJD Grants Portal system.
2. **Waiver of Financial Match Requirements.** At the request of Grantee, TJJD may approve a waiver of the financial match requirement described in Subsection 1, provided that:
 - a. grantee demonstrates that local or county funding for juvenile services has not been supplanted by funding received under this grant;
 - b. grantee certifies that local juvenile justice expenditures in the previous fiscal year were equal to or greater than those made in fiscal year 1994; and
 - c. TJJD determines that Grantee is otherwise in compliance with the terms of this grant.

E. Funding Adjustments.

1. **Reduction of Grant Payments.** If, after a review of Grantee's unexpended grant balances for the State Aid Grant and Targeted Grants for the most recent three fiscal years, TJJD determines that more than 10 percent of the amount awarded remained unspent or unencumbered at the end of each of the three fiscal years reviewed, TJJD may analyze and audit Grantee's referral activity, juvenile probation supervision activity, and juvenile probation caseloads to determine the reasonableness of the amount of grant funds received by Grantee. As a result of this analysis, TJJD may reduce the amount of any grant awarded to Grantee in this grant period or in any subsequent grant periods by an amount determined reasonable by TJJD.

2. **Unexpended Balances.** No later than November 1 of each year, Grantee shall refund to TJJD all unexpended funds from any grants that were allocated and received under the Contract if the funds are unencumbered by August 31 of a given fiscal year and unexpended by November 1 of the next fiscal year. This does not apply to funds received under JJAEP.
 3. **Overpayments.** Grantee shall refund to TJJD all overpayments made by TJJD no later than 30 calendar days after discovery or receipt of written notice from TJJD.
 4. **Refunds Due.** Grantee shall refund all amounts due to TJJD for unallowable expenditures under any grant no later than 30 calendar days after discovery or receipt of written notice from TJJD.
- F. **Timely Expenditure of Grant Funds.** Grantee shall expend grant funds in a timely manner, to be determined by TJJD. If Grantee fails to expend the grant funds in a timely manner, TJJD may issue an NCCR and may reduce or suspend funds.
- G. **Auditing Requirements.**
1. Grantee shall provide an independent financial compliance audit of funds received from TJJD under the Contract each fiscal year. The audit shall cover the State Aid Formula Fund Grant and all targeted grant(s) received by Grantee for the prior fiscal year.
 2. TJJD may waive this requirement by written notification to Grantee.
 3. The audit shall be prepared in accordance with generally accepted auditing standards, governmental auditing standards, and TJJD's audit requirements, which will be sent under separate cover by September 30 of each year.
 4. Grantee shall submit to TJJD, in a format prescribed by TJJD, a given fiscal year's audit no later than March 1 of the subsequent year.
 5. The audit shall include, as part of the Report on Compliance and Internal Control, the specific financial assurances contained in Section VII.I. of the General Grant requirements (Exhibit A) and in any Targeted Grant requirements. The audit shall include an opinion on whether or not Grantee complied with the applicable assurances. A summary of all material instances of non-compliance and an identification of the total amount of funds in question for each assurance shall be included in the audit.
 6. Audits received after March 1 of the subsequent year are considered delinquent. Grantees with delinquent audits are subject to an NCCR and the suspension of the disbursement of funds by TJJD.
- H. **TJJD Review.** Upon the request of TJJD, Grantee and subgrantees must make available technical specifications on proposed procurements where TJJD believes such review is needed to ensure that the item and/or service specified is the one being proposed for purchase. This review generally will take place prior to the time the specification is incorporated into the solicitation document. However, if Grantee or subgrantee desires to have the review accomplished after a solicitation has been developed, TJJD may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- I. **Financial Assurances.** The following financial assurances are applicable to all grant funds unless the Targeted Grant requirements specifically state the contrary:
1. Separate accountability for the receipt and expenditure of all grant funds under the Contract is maintained for each grant from which Grantee receives funds.
 2. Expenditures reported to TJJD are in agreement with Grantee's accounting records and audited expenditures in each budget category.
 3. Expenditures are made in accordance with the *Expenditure Guidelines* contained in *Appendix I* of this document and are supported by written documentation.

4. Salary expenditures under each grant are verified and supported by appropriate documentation for hours worked, activities performed, and leave taken. Employees whose salaries are funded 100% out of state funds shall be dedicated to juvenile justice programs and services only.
 5. All travel expenses are supported by daily documentation of the individual traveling. Grantee shall document date, destination, times, mileage, or odometer readings, and related travel activities.
 6. Travel reimbursements paid with the grant funds, including travel allowances paid in lieu of mileage, are paid according to county policy and do not exceed travel reimbursement rates adopted by the county or per diem, lodging, and travel reimbursement rates established by the State of Texas in the General Appropriations Act.
 7. The grant funds used for residential expenditures are paid for placement of a juvenile in a pre-adjudication detention secure facility, a short-term secure detention facility, a post-adjudication secure correctional facility, or a non-secure correctional facility operated by or under the authority of Grantee or another governmental entity.
 8. The grant funds used for facilities registered with TJJD do not exceed the negotiated rate identified in Grantee's service contract with each facility.
 9. The grant funds are not expended for the purchase of equipment, renovation, or construction unless explicitly authorized by TJJD within any Targeted Grant requirements.
 10. Authorized capital purchases are capitalized and depreciated within the county accounting system.
 11. Proper cut-off procedures are observed at the end of each fiscal period. Obligations of the fiscal period under review are not paid from funds of a subsequent fiscal period. Obligations of a subsequent fiscal period are not prepaid from funds of a fiscal period under review. A modified accrual basis of accounting is only used in preparing fourth quarter expenditure reports to TJJD.
 12. Refunds and reimbursements are properly accounted for as reductions of expenditures rather than as increases in revenues.
 13. Any funds not expended under the terms of each grant are returned to TJJD according to the Unexpended Balances and Refunds Due provisions contained in Subsections VII (E) (3) and (5), respectively.
 14. The amount of local or county funds expended, excluding construction and/or renovation, for juvenile services is at least equal to or greater than the average of 3 previous years, as set out in Subsection VII (D) (1) unless waived by TJJD.
 15. All employees with access to monies are covered by surety bonds.
 16. All county and state transactional funds, revenues, and expenses are separated.
 17. Idle funds are invested in an account that provides a reasonable interest rate and provides necessary protection of principal. Interest on grant funds is credited to the account of the juvenile probation department for the provision of juvenile probation services and juvenile justice programs.
- J. **Service Providers.** Contracts with private service providers that are funded in whole or in part with grant funds shall adhere to the requirements set forth in the *Private Service Provider Contract Requirements Summary* [TJJD-FIS-324] and the requirements set forth below.
1. **Selection of Providers.** Selection of service provider contractors shall be fairly and objectively based upon county procurement procedures and guidelines and applicable state and federal laws or regulations related to service procurement. As an integral part of the service provider selection process, Grantee shall use procedures to assess prospective contractors' strengths, weaknesses, and past performance. Pursuant to Section 221.051,

Texas Human Resources Code, Grantee shall use data relating to the performance of private service providers in prior contracts as a factor in selecting providers to receive contracts.

2. **Required Contract Provisions.** Private service provider contracts between Grantee and service provider, paid in whole or in part with grant funds, shall include the following provisions, as well as all others required by state and federal law.
 - a. **Accountability.** Service provider contractors shall be held accountable for delivery of quality services, and all contracts shall include: (1) clearly defined goals, outputs, and measurable outcomes that directly relate to program objectives; (2) clearly defined sanctions or penalties for failure to comply with or perform contract terms or conditions; and (3) clearly specified accounting, reporting, and auditing requirements applicable to money received under the contract, as required by Section 221.051, Texas Human Resources Code.
 - b. **Eligibility to Receive State Funds.** Service provider contractors shall be required to provide certification of eligibility to receive state funds if required by Section 231.006, Texas Family Code. TJJD has provided form *Child Support Affidavit* [TJJD-FIS-180] that may be used.
 - c. **Legal Compliance.** Service provider contractors shall adhere to all applicable state and federal laws, regulations, and certifications pertinent to service provider contractor's provision of services to Grantee.
 - d. **Accounting.** Grantee shall notify service provider contractors when state funds are used to pay for services. Service provider contractors paid from state funds shall be required to account separately for the receipt and expenditure of state funds received from Grantee. Grantee shall clearly specify accounting, reporting, and auditing requirements applicable to any state funds paid to service provider contractor by Grantee under contract.
 - e. **Records Retention.** Service provider contractors receiving whole or partial payment with any state grant funds received from TJJD shall retain all applicable records for a minimum of seven (7) years and until any pending audits and all questions arising therefrom have been resolved and shall make all contractual agreements with service provider subcontractors available for Department inspection.
 - f. **Funding Out.** Service provider contracts that are funded in whole or in part with grant funds shall be subject to termination without penalty, either in whole or in part, if funds are not available or are not appropriated by the Texas Legislature.
 - g. **Auditing.** Service provider contractors must acknowledge that, pursuant to Section 2262.154, Texas Government Code, the state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under contract or indirectly through a subcontract. Service provider's acceptance of funds under this Contract acts as acceptance of the authority of the state auditor, under the direction of the Legislative Audit Committee, to conduct an audit or investigation in connection with those funds. Under the direction of the Legislative Audit Committee, an entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.
3. **Performance Standards, Evaluations; and Oversight.** Except as provided herein, Grantee shall monitor service provider contractors at least twice during each fiscal year of this grant for programmatic and financial compliance. TJJD has provided two monitoring tools that may be used: *Private Service Provider Contractual Monitoring and Evaluation Report – Residential Services* [TJJD-FIS-334] and *Private Service Provider Contractual Monitoring and Evaluation Report – Non-Residential Services* [TJJD-FIS-344]. The purpose of monitoring is to ensure performance of and compliance with contractual provisions between Grantee and service provider contractor if required by and in accordance with this Contract and the *Private Service Provider Contract Requirements Summary* [TJJD-FIS-324]. Grantee shall maintain written documentation of all monitoring visits. Grantee may conduct one monitoring visit per year if Grantee achieves and maintains a satisfactory score with no formal findings in the area of private service providers on the previous grant monitoring visit conducted by TJJD.

4. **Sanctions or Penalties.** If a service provider is paid in whole or in part with state funds, Grantee's contract with service provider shall impose specific, clearly defined, and appropriate sanctions or penalties for service provider's noncompliance with the provisions of the contract.
5. **Termination.** In its contracts with service providers, Grantee shall include provisions allowing termination of the contract if service provider fails to achieve the goals, outcomes, and deliverables set out in the contract or if service provider fails to comply with any conditions in the contract.
6. **Evidence of Execution.** Grantee shall maintain contract documentation that contains the date of execution, the effective term of the service provider agreement, and the signatures of the necessary parties.

IX. FINANCIAL REPORTING.

A. Annual Reports.

1. **Budget Application.** Grantee shall submit a completed *Annual Budget Application* for TJJD's approval concurrent with the submission of the Contract executed by Grantee. An *Annual Budget Application* shall be submitted electronically in the TJJD Grants Portal web-based system for each fiscal year of the current grant period.
2. **Certification of Local Expenditures.** Grantee shall, via the TJJD Grants Portal web-based system, certify the local expenditures for the previous fiscal year. The Chief Administrative Officer shall sign the certification electronically or in the format specified by TJJD no later than December 1 of the current fiscal year. Grantee shall adhere to all security protocols established by TJJD.
3. **Independent Audit.** Grantee shall submit, in a format specified by TJJD, the independent financial compliance audit prepared by an independent Certified Public Accountant for the previous fiscal year. The audit shall follow the General Grant Requirements of Sections VII (G) and be submitted no later than March 1 of the current fiscal year or the first state business day thereafter.

B. Quarterly Reports.

1. Grantee shall, through the TJJD Grants Portal web-based system, report the expenditure of all funds received through this grant. Reports shall be submitted to TJJD no later than January 15, March 31, June 30, and September 30 of each year. Funds may be temporarily suspended if expenditure reporting is not received by the due date.

C. Monthly Reports. See Targeted Grant Requirements.

D. Other Periodic Reports. See Targeted Grant Requirements.

E. Budget Adjustments. Grantee shall submit a budget adjustment request to TJJD for any adjustment to the original budget.

X. FINANCIAL MONITORING.

A. Annual Monitoring.

1. **Budget Review.** The grant funds will not be disbursed until a completed *Annual Budget Application* (located in the TJJD Grants Portal web-based system) for all applicable grants funded under the Contract is received and approved by TJJD. TJJD shall review all budgets for completeness, reasonableness, and accuracy. Incomplete or incorrect budgets may be returned to Grantee for correction. Projected expenditures will be compared with actual expenditures from prior years and adjustments may be made to current allocations.

2. **Independent Audits.** TJJD staff shall review required independent audits for adherence to generally accepted auditing principles and to TJJD's audit instructions. Incomplete or incorrect audits may be returned to Grantee for correction.

B. Periodic Monitoring.

1. **On-Site Monitoring.** Grantee is subject to on-site financial monitoring by TJJD at any time. Audits may be supplemented by interviews with staff in the juvenile probation department, county auditor's office, and county treasurer's office. Findings may result in a performance rating profile report or may result in a NCCR for non-compliance with grant requirements. Grantee shall ensure all agents comply with all requests for information during the course of an audit.
2. **Desk Audits.** TJJD or its designee may monitor compliance of financial records by a desk audit, which includes review of any relevant documentation. Grantee shall make available to TJJD any requested documents or information. The review of written documentation and material may be supplemented by phone interviews with staff in the juvenile probation department, county auditor's office, and county treasurer's office. Findings may result in a performance rating profile report, technical assistance, and/or an NCCR. Grantee shall ensure its agents comply with all requests for information during the course of a desk audit by TJJD or its authorized designee.
3. **Quarterly Reports.** TJJD shall review all expenditure reporting in the TJJD Grants Portal web-based system for completeness and reasonableness. Upon request of TJJD, Grantee shall revise incorrect reports.
4. **Investigations and Special Audits.** Grantee shall cooperate fully with TJJD or its authorized designee in the conduct of an investigation or special audit arising out of any complaint, financial or programmatic finding, and/or abuse, neglect, or exploitation allegation relating to the provision of juvenile probation services or occurring in a juvenile justice program or facility.

This space intentionally left blank.

APPENDIX I

GENERAL PRINCIPLES FOR DETERMINING ALLOWABLE COSTS

This Appendix contains general principles for determining allowable costs incurred by Grantee under grants, contracts, and other agreements with TJJD. These principles apply to all TJJD grants, except to the extent a requirement in a Targeted Grant conflicts with these general principles, in which case the Targeted Grant requirement controls. These principles highlight relevant portions of the Texas Grant Management Standards (TxGMS) and are hereby incorporated by reference.

A. Purpose and Scope.

1. **Objectives.** This Appendix establishes principles for determining the allowable costs incurred by Grantee under grants, contracts, and other agreements with TJJD. The principles are for the purpose of cost determination and are not intended to identify the circumstances or dictate the extent of TJJD's participation in the financing of a particular program or project.
2. **Policy Guides.** The application of these principles is based on the fundamental premises that:
 - a. governmental units are responsible for the efficient and effective administration of state awards through the application of sound management practices;
 - b. governmental units assume responsibility for administering state funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the award; and
 - c. each governmental unit, in recognition of its own unique combination of staff, facilities, and experience, will have the primary responsibility for employing whatever form of organization and management techniques may be necessary to ensure proper and efficient administration of state awards.
3. **Application.** These principles shall be used as a guide in the pricing of fixed price arrangements where costs are used in determining the appropriate price.

B. Basic Guidelines.

1. **Factors Affecting Allowability of Costs.** To be allowable under a state award, costs must meet the following general criteria:
 - a. be necessary and reasonable for proper and efficient performance and administration of the grant;
 - b. be allocable to the grant;
 - c. be authorized and not prohibited under state or local laws or regulations;
 - d. conform to any limitations or exclusions set forth in these principles, federal or state laws, terms and conditions of the grant, or other governing regulations as to types or amounts of cost items;
 - e. be consistent with policies, regulations, and procedures that apply uniformly to both federal or state awards and other activities of the governmental unit;
 - f. be accorded consistent treatment. A cost may not be assigned to a grant as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to other awards as an indirect cost;
 - g. be determined in accordance with generally accepted accounting principles, except as otherwise provided for in this appendix;

- h. not be included as a cost or used to meet cost sharing or matching requirements of any other federal or state award in either the current or a prior period, except as specifically provided by federal or state law or regulation;
 - i. be the net of all applicable credits; and
 - j. be adequately documented. Documentation required may include, but is not limited to, travel records, time sheets, invoices, contracts, mileage records, billing records, telephone bills, and other documentation that verifies the expenditure amount and appropriateness to the grant.
2. **Reasonable Costs.** A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining reasonableness of a given cost, consideration shall be given to:
- a. whether the cost is of a type generally recognized as ordinary and necessary for the operation of the governmental unit or the performance of the grant;
 - b. the restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; federal, state, and other laws and regulations; and terms and conditions of the grant award;
 - c. market prices for comparable goods or services;
 - d. significant deviations from the established practices of the governmental unit which may unjustifiably increase cost; and
 - e. whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the governmental unit, its employees, the public at large, and the state or federal government.
3. **Allocable Costs.**
- a. A cost is allocable to a particular cost objective if the goods or services involved are chargeable or assignable to such cost objective in accordance with relative benefits received.
 - b. All activities which benefit from the governmental unit's indirect costs, including unallowable activities and services donated to the governmental unit by third parties, will receive an appropriate allocation of indirect costs. For example, the fair market value of volunteer services contributed to a project need to be included in the allocation. Unallowable costs have to be included to ensure that the grantor agency does not pay a disproportionate share of project costs by having such costs "backed out" prior to allocating costs among funding sources.
 - c. Any cost allocable to a particular federal or state award or cost objective under the principles provided in this Appendix may not be charged to other federal or state awards to overcome fund deficiencies, to avoid restrictions imposed by law or terms of the federal or state awards, or for other reasons. However, this prohibition would not preclude governmental units from shifting costs that are allowable under two or more awards in accordance with existing program agreements.
 - d. Where an accumulation of indirect costs will ultimately result in charges to a federal or state award, a cost allocation plan will be required as described in Texas Grant Management Standards.
4. **Applicable Credits.** Applicable credits refer to those receipts or reduction of expenditure-type transactions that offset or reduce expense items allocable to federal or state awards as direct or indirect costs. Examples of such transactions are: purchase discounts, rebates or allowances, recoveries or indemnities on losses, insurance refunds or rebates, and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by Grantee relate to allowable costs, they shall be credited to the grant either as a cost reduction or cash refund, as appropriate.

C. Composition of Cost.

1. **Total Cost.** The total cost of federal and state awards is comprised of the allowable direct cost of the program plus its allocable portion of allowable indirect costs, less applicable credits.
2. **Classification of Costs.** There is no universal rule for classifying certain costs as either direct or indirect under every accounting system. A cost may be direct with respect to some specific service or function but indirect with respect to the federal or state award or other final cost objective. Therefore, it is essential that each item of cost be treated consistently in like circumstances either as a direct or an indirect cost. Guidelines for determining direct and indirect costs charged to federal or state awards are provided in the sections that follow.

D. Direct Costs.

1. **General.** Direct costs are those that can be identified specifically with a particular final cost objective.
2. **Application.** Typical direct costs chargeable to federal or state awards are:
 - a. compensation of employees for the time devoted and identified specifically for the performance of those awards;
 - b. cost of materials acquired or consumed specifically for the purpose of those awards;
 - c. equipment and other approved capital expenditures; and
 - d. travel expenses incurred specifically to carry out the award.

E. Indirect Costs

1. **General.** Indirect costs are those: (a) incurred for a common or joint purpose benefitting more than one cost objective, and (b) not readily assignable to the cost objectives specifically benefited without effort disproportionate to the results achieved. The term "indirect costs," as used herein, applies to costs of this type originating in the Grantee department as well as those incurred by other departments in supplying goods, services, and facilities. To facilitate equitable distribution of indirect expenses to the cost objectives served, it may be necessary to establish a number of pools of indirect costs within an entity or in other agencies providing services to an entity. Indirect costs pools should be distributed to benefited cost objectives on bases that will produce an equitable result in consideration of relative benefits derived.
2. **Limitation on Indirect or Administrative Costs.**
 - a. In addition to restrictions contained in this Appendix, there may be laws that further limit the amount of administrative or indirect cost allowed.
 - b. Amounts not recoverable as indirect costs or administrative costs under one federal or state award may not be shifted to another federal or state award unless specifically authorized by federal or state legislation or regulation.

F. Principles for Determining Allowable or Unallowable Costs. The following sections provide principles to be applied in establishing whether certain items of cost are allowable or unallowable. These principles apply whether a cost is treated as direct or indirect. A cost is allowable for federal or state reimbursement only to the extent of benefits received by federal or state awards and its conformance with the general policies and principles stated above in this Appendix. Failure to mention a particular item of cost in these sections is not intended to imply that it is either allowable or unallowable; rather, determination of allowability in each case should be based on the treatment or standards provided for similar or related items of cost.

1. **Accounting.** The cost of establishing and maintaining accounting and/or other information systems is allowable.
2. **Advertising and Public Relations Costs.**

- a. The term "advertising costs" means the costs of advertising media and corollary administrative costs. Advertising media include magazines, newspapers, radio and television programs, direct mail, and exhibits.
- b. The term "public relations" includes community relations and means those activities dedicated to maintaining Grantee's image or maintaining or promoting understanding and favorable relations with the community or any segment of the public.
- c. Advertising costs are allowable only when incurred for the recruitment of personnel, the procurement of goods and services, the disposal of surplus materials, and any other specific purposes directly related to the purpose(s) of the program receiving grant assistance necessary to meet the requirements of the award. Advertising costs associated with disposal of surplus materials are not allowable where all disposal costs are reimbursed based on a standard rate as specified in the grants management common rule.
- d. Public relations costs are allowable when:
 - i. specifically required by the federal or state award and then only as a direct cost;
 - ii. incurred to communicate with the public and press pertaining to specific activities or accomplishments that result from performance of award and then only as a direct cost; or
 - iii. necessary to conduct general liaison with news media and government public relations officers, to the extent that such activities are limited to communication and liaison necessary to keep the public informed on matters of public concern, such as notices of state contract or grant awards, financial matters, etc.
- e. Unallowable advertising and public relations costs include the following:
 - i. all advertising and public relations costs other than as specified in subsections c and d;
 - ii. except as otherwise permitted by these cost principles, costs of conventions, meetings, or other events related to other activities of the governmental unit, including:
 - (a) costs of displays, demonstrations, and exhibits;
 - (b) costs of meeting rooms, hospitality suites, and other special facilities used in conjunction with shows and other special events; and
 - (c) salaries and wages of employees engaged in setting up and displaying exhibits, making demonstrations, and providing briefings.
 - iii. costs of promotional items and memorabilia, including models, gifts, and souvenirs;
 - iv. costs of advertising and public relations designed solely to promote the governmental unit;
 - v. costs of publicizing or directing attention to any individual official or employee of any agency of the state government; and
 - vi. costs associated with influencing the outcome of any election, or the passage or defeat of any legislative measure.

3. **Advisory Councils and Juvenile Boards.** Costs incurred by advisory councils or committees are unallowable, including:

- a. meal expenses for juvenile board meetings;

- b. expenditures of other local departments such as police, sheriff, prosecuting attorneys; and
 - c. in-kind services or payments given to or expenses of juvenile board members.
4. **Alcoholic Beverages.** Costs of alcoholic beverages are unallowable.
5. **Audit Services.** The costs of audits of grants are allowable provided that the audits were performed in accordance with the Single Audit Act, as implemented by Circular A-133, "Audits of State and Local Governments," and the State of Texas Single Audit Circular for state funds. Generally, the percentage of costs charged to federal or state awards for a single audit shall not exceed the percentage derived by dividing federal or state funds expended by total funds expended by the recipient or subrecipient (including program matching funds) during the fiscal year. The percentage may be exceeded only if appropriate documentation demonstrates higher actual costs. Other audit costs are allowable if they are specifically approved by TJJD as a direct cost to an award or are included as an indirect cost allocation plan or rate.
6. **Automatic Electronic Data Processing.** The cost of data processing services is allowable (but see equipment and other capital expenditures, for additional guidelines).
7. **Bad Debts.** Any losses arising from uncollectible accounts and other claims, and related costs, are unallowable.
8. **Bonding Costs.** Costs of bonding employees and officials, as required by the Contract, General Grant Requirements, or Targeted Grant Requirements, are allowable to the extent that such bonding is in accordance with sound business practice.
9. **Budgeting.** Costs incurred for the development, preparation, presentation, and execution of budgets are allowable.
10. **Communications.** Costs of telephone, mail, messenger, and similar communication services are allowable.
11. **Compensation for Personnel Services.**
- a. **General.** Compensation for personnel services includes all remuneration, paid currently or accrued, for services rendered during the period of performance under the Grant, including but not necessarily limited to wages, salaries, and fringe benefits. The costs of such compensation are allowable to the extent that they comply with the specific requirements of this Appendix and the total compensation for individual employees:
 - i. is reasonable for the services rendered and conforms to the established policy of Grantee consistently applied to both TJJD and non-TJJD activities;
 - ii. follows an appointment made in accordance with laws and rules governing Grantee and meets merit system or other requirements required by federal or state law, where applicable; and
 - iii. is determined and supported as provided in subsection e.
 - b. **Reasonableness.** Compensation for employees engaged in work on the grant will be considered reasonable to the extent that it is consistent with that paid for similar work in other activities of Grantee. In cases where the kinds of employees required for the grant are not found in the other activities of Grantee, compensation will be considered reasonable to the extent that it is comparable to that paid for similar work in the labor market in which the employing government competes for the kinds of employees involved. Compensation surveys providing data representative of the labor market involved will be an acceptable basis for evaluating reasonableness.
 - c. **Unallowable Costs.** Costs that are unallowable under other sections of these principles shall not be allowable under this section solely on the basis that they constitute personnel compensation.
 - d. **Fringe Benefits.**

- i. Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Except as provided elsewhere in these principles, the costs of fringe benefits are allowable to the extent that the benefits are reasonable and are required by law, Grantee's employee agreement, or an established policy of Grantee. The costs of fringe benefits in the form of: leave; employer contributions or expenses for social security and for employee life, health, unemployment, longevity, and worker's compensation insurance; pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits shall be allocated to the grant and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to the grant and other activities.
 - ii. The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, sick leave, holidays, court leave, military leave, and other similar benefits, are allowable if: (a) they are provided under established written leave policies; (b) the costs are equitably allocated to all related activities, including federal or state awards; and (c) the accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the governmental unit.
- e. **Support of Salaries and Wages.** These standards regarding time distribution are in addition to the standards for payroll documentation.
 - i. Charges to a grant for salaries and wages will be based on payrolls documented in accordance with generally accepted practice of Grantee and approved by a responsible official of Grantee.
 - ii. No further documentation is required for the salaries and wages of employees who work in a single indirect cost activity.
 - iii. Where employees work on multiple activities or cost objectives, a distribution of their salaries or wages will be supported by personnel activity reports or equivalent documentation.
 - iv. Salaries and wages of employees used in meeting cost sharing or matching requirements of the grant must be supported in the same manner as those claimed as allowable costs under the grant.
- f. **Severance Pay.** Severance pay is unallowable.
- g. **Donated Services.**
 - i. Donated or volunteer services may be furnished to Grantee by professional and technical personnel, consultants, and other skilled and unskilled laborers. The value of these services is not reimbursable either as a direct or indirect cost. However, the value of donated services may be used to meet cost sharing or matching requirements.
 - ii. To the extent feasible, donated services will be supported by the same methods used by Grantee to support the allocation of regular personnel services.
- 12. **Contingencies.** Contributions to a contingency reserve or any similar provision made for events, the occurrence of which cannot be foretold with certainty as to time or intensity or with an assurance of their happening, are unallowable.
- 13. **Contributions and Donations.** Contributions and donations, including cash, property, and services, by Grantee to others are unallowable.
- 14. **Defense of Criminal and Civil Proceedings and Claims.** Costs incurred in defense of any civil or criminal fraud proceeding or similar proceeding are unallowable.
- 15. **Depreciation and Use Allowances.** Depreciation and use allowances are unallowable.

16. **Disbursing Service.** The cost of disbursing funds by the county auditor, treasurer, or other designated officer is allowable.
17. **Employee Morale, Health, and Welfare Costs.** The costs of health or first-aid clinics, infirmaries, recreational facilities, employee counseling services, employee information publications, and related expenses are allowable if incurred in accordance with Grantee's policy. Income generated from any of these activities shall offset against expenses.
18. **Entertainment.** Costs of entertainment, including amusement, diversion, and social activities, and any costs directly associated with such activities (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable.
19. **Equipment and Other Capital Expenditures.** Capital expenditures for equipment and other capital assets are unallowable except when specifically provided for within a grant or by Department approval. Items of equipment with an acquisition cost of less than ten thousand dollars (\$10,000) are considered to be supplies and are allowable as direct costs of the grant without specific approval. The value limit as set out in this provision is subject to change. The value limit set out in TXGMS on the date of acquisition controls. As used in this section, the following terms have the meanings set forth below:
- a. **Capital Expenditure** means the cost of the asset, including the cost to put it in place. Capital expenditure for equipment means the net invoice price of the equipment, including the cost of any modifications, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired. Ancillary charges such as taxes, duty, protective in-transit insurance, freight, and installation may be included in, or excluded from, capital expenditure costs in accordance with Grantee's regular accounting practices.
 - b. **Equipment** means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost that equals the lesser of the capitalization level established by Grantee for financial statement purposes or ten thousand dollars (\$10,000), subject to the value limit in TXGMS on the date of acquisition.
 - c. **Other Capital Assets** means buildings, land, and improvements to buildings or land that materially increase their value or useful life.
20. **Fines and Penalties.** Fines, penalties, damages, and other settlements resulting from violations of, alleged violations of, or failures to comply with federal, state, local, or tribal laws and regulations are unallowable.
21. **Fundraising.** Costs of fundraising, including financial campaigns, solicitations of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions, are unallowable regardless of the purpose for which the funds will be used.
22. **General Government Expenses.** The general costs of government are unallowable and include, but are not limited to:
- a. salaries and other expenses of local governmental bodies, such as juvenile boards, county commissioners, city councils, and school boards, whether or not incurred for purposes of legislation or executive direction;
 - b. costs of the judiciary branch of a government;
 - c. costs of prosecutorial activities; and
 - d. other general types of government services normally provided to the general public, such as fire and police.
23. **Idle Facilities.** The costs of idle facilities are unallowable.

24. **Insurance and Indemnification.** Costs of insurance in connection with the general conduct of activities are allowable, provided that the extent and cost of coverage are in accordance with Grantee's policy and sound business practice.
25. **Interest.** Costs incurred for interest on borrowed capital or the use of a Grantee's own funds, however represented, are unallowable.
26. **Lobbying.** The cost of lobbying and associated activities is unallowable.
27. **Maintenance, Operations, and Repairs.** The costs of utilities, insurance, security, janitorial services, elevator service, upkeep of grounds, necessary maintenance, normal repairs, and alterations are allowable.
28. **Materials and Supplies.** The cost of materials and supplies is allowable. Purchases should be charged at their actual prices after deducting all cash discounts, trade discounts, rebates, and allowances received. Withdrawals from general stores or stockrooms should be charged at cost under any recognized method of pricing, consistently applied. Incoming transportation charges are a proper part of materials and supply costs. Grantee should also purchase products and materials produced in the state of Texas when they are available at a price and time comparable to products and materials produced outside of Texas.
29. **Memberships, Subscriptions, and Professional Activities.**
- a. Costs of Grantee's employees' memberships in business, technical, and professional organizations are allowable.
 - b. Costs of Grantee's subscriptions to business, professional, and technical periodicals are allowable.
 - c. Costs of Grantee's membership in civic, community, and social organizations are unallowable.
 - d. Costs of membership in organizations that compensate for lobbying are unallowable.
30. **Motor Pools.** The costs of a service organization that provides automobiles to local probation departments at a mileage or fixed rate and/or provides vehicle maintenance, inspection, and repair services are allowable.
31. **Pre-Award Costs.** Pre-award costs are those incurred prior to the effective date of the award directly pursuant to the negotiation and in anticipation of the award where such costs are necessary to comply with the proposed delivery schedule or period of performance and are allowable only to the extent that they would have been allowable if incurred after the date of the award and only with the prior written approval of TJJD.
32. **Professional Service Costs.** Costs of professional and consultant services rendered by persons or organizations that are members of a particular profession or possess a special skill, except employees of Grantee, are allowable when reasonable in relation to the services rendered.
33. **Proposal Costs.** Costs of preparing proposals for potential TJJD grants are allowable.
34. **Publication and Printing Costs.** Publication costs, including the costs of printing, distributing, mailing, and general handling, are allowable.
35. **Rearrangements and Alterations.** Costs incurred for ordinary and normal rearrangement and alteration of facilities are allowable.
36. **Reconversion Costs.** Costs incurred in the restoration or rehabilitation of Grantee's facilities to approximately the same condition existing immediately prior to commencement of TJJD grants, less costs related to normal wear and tear, are unallowable.

37. **Rental Costs.** Rental costs, including but not limited to vehicles and office space, are allowable to the extent that the rates are reasonable in light of such factors as rental costs of comparable property, if any; market conditions in the area; alternatives available; and the type, life expectancy, condition, and value of the property leased.
38. **Taxes.** Taxes that a Grantee is legally required to pay for allowable expenses under the Contract are allowable.
39. **Training.** The cost of employment-related training that is provided for employee development is allowable.
40. **Travel Costs.**
- a. **General.** Travel costs are allowable for expenses for transportation, lodging, subsistence, and related items (including parking fees) incurred by employees who are in travel status on official business of the Grantee. Such costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used (1) is applied to an entire trip and not to selected days of the trip, (2) results in charges consistent with those normally allowed in like circumstances in the Grantee's non-state-funded activities and is in accordance with Grantee's written travel reimbursement policies, and (3) unless otherwise specified in the grant, the costs do not exceed the maximum per diem and subsistence rates prescribed by the State of Texas Travel Guidelines published by the Comptroller.
 - b. **Lodging and Subsistence.** Costs incurred by employees and officers for travel, including lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the Grantee in its regular operations as a result of Grantee's written travel policies.
 - i. The rates and amounts reimbursable are limited, as appropriate, to the rates either specified by the State of Texas in the General Appropriations Act or specified by the US General Services Administration (GSA). If reimbursement rates specified in the General Appropriations Act exceed those listed on the GSA website, Grantee may choose which rates to use. Grantee may set its own reimbursement rates, provided those rates do not exceed the rates specified in the General Appropriations Act. For lodging costs in excess of the allowable reimbursement rate, Grantee must justify and document on a case-by-case basis and receive prior approval from TJJD.
 - c. **Commercial Air Travel.** Airfare costs in excess of the customary standard (coach or equivalent) airfare are unallowable except when such customary standard accommodations would require circuitous routing, require travel during unreasonable hours, excessively prolong travel, greatly increase the duration of the flight, result in increased cost that would offset transportation savings, or offer accommodations not reasonably adequate for the medical needs of the traveler. However, in order for airfare costs in excess of the customary standard commercial airfare to be allowable (i.e., use of first-class airfare), Grantee must justify and document on a case-by-case basis the applicable condition(s) set forth above.

This space intentionally left blank.

APPENDIX II

UNIFORM ASSURANCES BY LOCAL GOVERNMENTS

This Appendix contains the Uniform Assurances that a state agency must include in its grant agreements and procurement contracts with local governments. These principles apply to all TJJD grants, except to the extent a requirement in a Targeted Grant conflicts with these general principles, in which case the Targeted Grant requirement controls. These principles highlight relevant portions of the Texas Grant Management Standards (TxGMS) and are hereby incorporated by reference.

A. Purpose and Scope.

1. **Objectives.** This Appendix identifies the Uniform Assurances that a state agency must include in its grant agreements and procurement contracts with local governments.
2. **Policy Guides.** The application of these principles is based on the fundamental premises that:
 - a. governmental units are responsible for the efficient and effective administration of state awards through the application of sound management practices;
 - b. governmental units assume responsibility for administering state funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the award; and
 - c. each governmental unit, in recognition of its own unique combination of staff, facilities, and experience, will have the primary responsibility for employing whatever form of organization and management techniques may be necessary to ensure proper and efficient administration of state awards.

B. Basic Guidelines.

1. **Child Support Obligation.** Grantee represents and warrants that it will include the following clause in the award documents for every subaward and subcontract and will require subrecipients and contractors to certify accordingly:
 - a. "Under Section 231.006 of the Family Code, the vendor or applicant certifies that the individual or business entity named in this contract, bid or application is not ineligible to receive the specified grant, loan, or payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. A bid or an application for a contract, grant, or loan paid from state funds must include the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25 percent of the business entity submitting the bid or application."
2. **Contract Oversight.** Grantee represents and warrants that it will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
3. **Cybersecurity Training Program.**
 - a. Local Government System: Grantee represents and warrants its compliance with Section 2054.5191 of the Texas Government Code relating to the cybersecurity training program for local government employees who have access to local government computer system or database.
 - b. State Contractor: If the Grantee has access to any state computer system or database, Grantee shall complete cybersecurity training and verify completion of the training program to TJJD pursuant to and in accordance with Section 2054.5192 of the Government Code.
4. **Debarment and Suspension.** Grantee certifies that it and its principals are not suspended or debarred from doing business with the state or federal government as listed on the *State of Texas Debarred Vendor List* maintained by the Texas Comptroller of Public Accounts and the *System for Award Management (SAM)* maintained by the General Services Administration.

5. **Debts and Delinquencies.** Grantee agrees that any payments due under the contract or grant shall be applied towards any debt or delinquency that is owed to the State of Texas.
6. **Disclosure of Prior State Employment.** In accordance with Section 2254.033 of the Texas Government Code, relating to consulting services, Grantee certifies that it does not employ an individual who has been employed by TJJD or another agency at any time during the two years preceding the submission of the proposal or, in the alternative, Grantee has disclosed in its proposal the following:
 - a. the nature of the previous employment with TJJD or the other agency;
 - b. the date the employment was terminated; and
 - c. the annual rate of compensation for the employment at the time of its termination.
7. **Dispute Resolution.** The dispute resolution process provided in Chapter 2009 of the Texas Government Code is available to the parties to resolve any dispute arising under the agreement.
8. **Excluded Parties.** Grantee certifies that it is not listed in the prohibited vendors list authorized by Executive Order No. 13224, "*Blocking Property and Prohibiting Transactions with Persons Who Commit, Threaten to Commit, or Support Terrorism*," published by the United State Department of the Treasury, Office of Foreign Assets Control.
9. **Executive Head of State Agency Affirmation.** In accordance with Section 669.003 of the Texas Government Code, relating to contracting with the executive head of a state agency, Grantee certifies that it is not:
 - a. the executive head of TJJD;
 - b. a person who at any time during the four years before the date of the Contract or grant was the executive head of TJJD; or
 - c. a person who employs a current or former executive head of TJJD.
10. **Indemnification.** Grantee shall defend, indemnify, and hold harmless the State of Texas and TJJD and/or their officers, agents, employees, representatives, contractors, assignees, and/or designees from any and all liability, actions, claims, demands, or suits and all related costs, attorney fees, and expenses arising out of or resulting from any acts or omissions of Grantee or its agents, employees, subcontractors, order fulfillers, or suppliers of subcontractors in the execution of performance of the Contract and any purchase orders issued under the Contract. The defense shall be coordinated by Grantee with the Office of the Texas Attorney General when Texas state agencies are named defendants in any lawsuit, and Grantee may not agree to any settlement without first obtaining the concurrence from the Office of the Texas Attorney General. Grantee and TJJD agree to furnish timely written notice to each other of any such claim.
11. **Legal Authority.** Grantee represents that it possesses legal authority to apply for the grant. A resolution, motion or similar action has been duly adopted or passed as an official act of the Grantee's governing body, authorizing the filing of the proposal, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative or the designee of the Grantee to act in connection with the proposal and to provide such additional information as may be required.
12. **Limitations on Grants to Units of Local Government.** Grantee acknowledges and agrees that appropriated funds may not be expended in the form of a grant to or contract with a unit of local government unless the terms of the grant or contract require that the funds received under the grant or contract will be expended subject to the limitations and reporting requirements similar to those provided by the following:
 - a. Parts 2 and 3 of the Texas General Appropriations Act, Art. IX, except there is no requirement for increased salaries for local government employees;
 - b. Sections 556.004, 556.005, and 556.006 of the Texas Government Code; and
 - c. Sections 2113.012 and 2113.101 of the Texas Government Code.
13. **Lobbying Expenditure Restriction.** Grantee represents and warrants that TJJD's payments to Grantee and Grantee's receipt of appropriated or other funds under the contract or grant are not prohibited by Sections 403.1067 or 556.0055 of the Texas Government Code which restrict lobbying expenditures.
14. **No Conflicts of Interest.**
 - a. Federal: Grantee represents and warrants its compliance with the Federal awarding agency's conflict of interest policies in accordance 2 CFR § 200.112.

- b. **State:** Grantee represents and warrants that performance under the contract or grant will not constitute an actual or potential conflict of interest or reasonably create an appearance of impropriety. Further, Grantee represents and warrants that in the administration of the grant, it will comply with all conflict of interest prohibitions and disclosure requirements required by applicable law, rules, and policies, including Chapter 176 of the Texas Local Government Code. If circumstances change during the course of the contract or grant, Grantee shall promptly notify TJJD.
15. **No Waiver of Sovereign Immunity.** The Parties expressly agree that no provision of the grant or contract is in any way intended to constitute a waiver by the TJJD or the State of Texas of any immunities from suit or from liability that the TJJD or the State of Texas may have by operation of law.
16. **Open Meetings.** If the Grantee is a governmental entity, Grantee represents and warrants its compliance with Chapter 551 of the Texas Government Code which requires all regular, special or called meeting of a governmental body to be open to the public, except as otherwise provided by law.
17. **Political Polling Prohibition.** Grantee represents and warrants that it does not perform political polling and acknowledges that appropriated funds may not be granted to, or expended by, any entity which performs political polling.
18. **Public Camping Ban.** Grantee certifies that it has not received a final judicial determination finding it intentionally adopted or enforced a policy that prohibited or discouraged the enforcement of a public camping ban in an action brought by the Attorney General under Local Government Code §364.003. If Grantee is currently being sued under the provisions of Local Government Code §364.003, or is sued under this section at any point during the duration of this grant, Grantee must immediately disclose the lawsuit and its current posture to the TJJD.
19. **Texas Public Information Act.** Information, documentation, and other material in connection with this grant or any resulting contract or grant may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act"). In accordance with Section 2252.907 of the Texas Government Code, Grantee is required to make any information created or exchanged with the State pursuant to the contract or grant and not otherwise excepted from disclosure under the Texas Public Information Act available in a format that is accessible by the public at no additional charge to the State.
20. **Reporting Compliance.** Grantee represents and warrants that it will submit timely, complete, and accurate reports in accordance with the grant and maintain appropriate backup documentation to support the reports.
21. **Records Retention (State Grant).** Grantee shall maintain and retain all records relating to the performance of the grant, including supporting fiscal documents adequate to ensure that claims for grant funds are in accordance with applicable State of Texas requirements. These records will be maintained and retained by Grantee for a period of four (4) years after the grant expiration date or until all audit, claim, and litigation matters are resolved, whichever is later. TJJD reserves the right to direct a Grantee to retain documents for a longer period of time or transfer certain records to TJJD custody when it is determined the records possess longer term retention value. Grantee must include the substance of this clause in all subawards and subcontracts.
22. **Records Retention (State Procurement).** For the time period specified in Section 441.1855 of the Texas Government Code, Grantee shall maintain and retain all records relating to the performance of the contract including supporting fiscal documents adequate to ensure that claims for contract funds are in accordance with applicable State of Texas requirements. Grantee must include the substance of this clause in all subcontracts.
23. **Reporting Suspected Fraud and Unlawful Conduct.** Grantee represents and warrants that it will comply with Section 321.022 of the Texas Government Code which requires that suspected fraud and unlawful conduct be reported to the State Auditor's Office.
24. **State Auditor's Right to Audit.** The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the contract or indirectly through a subcontract under the contract. The acceptance of funds directly under the contract or indirectly through a subcontract under the contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, an

entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

25. **Subaward Monitoring.** Grantee represents and warrant that it will monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with applicable statutes, regulations, and the terms and conditions of the subaward, and that subaward performance goals are achieved.

This space intentionally left blank.

EXHIBIT "B"
JUVENILE BOARD RESOLUTION

STATE OF TEXAS

COUNTY OF

On this the 7th day of August, 2025, a duly called and lawfully convened meeting of the Juvenile Board of Walker County/Judicial District was held in the City of Huntsville, pursuant to the Texas Open Meetings Act. A quorum of the Members was present, to wit:

(Insert Names of Juvenile Board Members Present)

Judge David Moorman	
Judge John Gaines	
Judge Tracy Sorensen	
Judge Colt Christian	

where, among other matters, came up for consideration and adoption the following Resolution:

Whereas, the Texas Juvenile Justice Department has made available and offered state financial assistance monies to assist local juvenile boards in the provision of juvenile probation services and/or the operation of a pre-adjudication secure detention facility, a short-term secure detention facility (i.e., holdover), a post-adjudication secure correctional facility, or a non-secure correctional facility; and

Whereas, the Juvenile Board of Walker County/Judicial District voluntarily wishes to participate in the aforementioned state aid grants and agrees to the binding terms in this Contract and all documents which have been incorporated into this Contract by reference; and

Whereas, the Juvenile Board believes that execution of the State Aid and Targeted Grants Contract for the fiscal 2026-2027 state biennium will further the interests of juvenile justice in this county and are in support of this resolution; and

Whereas, the Texas Juvenile Justice Department has made available and offered state financial aid monies to assist local juvenile boards in the implementation of the Progressive Sanctions Model; and

Whereas, the 89th Texas Legislature has appropriated state financial aid monies for community-based diversionary placements and programs and services for juvenile offenders in order to reduce commitments to the Texas Juvenile Justice Department;

Therefore, Be It Resolved that the Juvenile Board of Walker County/Judicial District does hereby formally authorize and approve execution of the State Aid and Targeted Grants Contract for the 2026-2027 biennium.

Further Be It Resolved that the current Juvenile Board Chairman, Judge John Gaines and his/her duly-appointed successor are hereby, authorized to sign this Resolution and any amendments pertaining to the State Aid and Targeted Grants Contract that may be subsequently ratified as the act and deed of the Juvenile Board of Walker County/Judicial District.

The foregoing Resolution was lawfully moved by Judge Sorensen, duly seconded by Judge Christian, and duly adopted by the Juvenile Board on a vote of 4 members for the motion and 0 opposed.

Judge John Gaines
Printed Name of Juvenile Board Chair

Signature of Juvenile Board Chair

8-7-25
Date Signed

For the faithful performance of the terms of this Contract, the parties hereto, in their capacities as stated, execute this Contract, affix their signatures, and bind themselves.

THE STATE OF TEXAS, Acting By and Through the Texas Juvenile Justice Department

By: _____ Typed Name: _____

Title: _____ Executive Director _____ Date: _____

GRANTEE, The Juvenile Board of Walker County

By:  _____

Typed Name: John Gaines (Juvenile Board Chairperson)

Title: Judge County Court At Law Date: 8-7-25

By:  _____

Typed Name: Jill Saumell (Chief Administrative Officer)

Title: Chief Juvenile Probation Officer Date: 8-7-25

By: _____

Typed Name: Patricia Allen (Fiscal Officer)

Title: County Auditor Date: _____

ORDER NO. 2025-99

**AN ORDER DESIGNATING THE DAY OF WEEK ON WHICH
WALKER COUNTY COMMISSIONERS' COURT SHALL CONVENE
IN A REGULAR TERM**

BE IT ORDERED BY THE COMMISSIONERS' COURT OF WALKER COUNTY TEXAS, that:

- SECTION 1: LGC §81.005 states: "at the last regular term of each fiscal year of the county, the Commissioners' Court by order shall designate a day of the week on which the court shall convene in a regular term each month during the next fiscal year".
- SECTION 2: The Walker County Commissioners' Court hereby designates Monday as the day of the week in which the court shall convene in a regular term each month during the fiscal year October 1, 2025, through September 30, 2026.
- SECTION 3: A regular term meeting will be held on alternate Mondays of each month unless that Monday is a designated holiday, in which case the regular term meeting will be held the Tuesday following the regular term meeting date.
- SECTION 4: Additional scheduled special meetings will be posted as necessary according to the Open Meetings Act.
- SECTION 5: For the fiscal year beginning October 1, 2025, through September 30, 2026, regular term meetings are scheduled as follows:

Monday, October 6, 2025
Monday, October 20, 2025
Monday, November 3, 2025
Monday, November 17, 2025
Monday, December 1, 2025
Monday, December 15, 2025
Monday, December 29, 2025
Monday, January 12, 2026
Monday, January 26, 2026
Monday, February 9, 2026
Monday, February 23, 2026
Monday, March 9, 2026
Monday, March 23, 2026

Monday, April 6, 2026
Monday, April 20, 2026
Monday, May 4, 2026
Monday, May 18, 2026
Monday, June 1, 2026
Monday, June 15, 2026
Monday, June 29, 2026
Monday, July 13, 2026
Monday, July 27, 2026
Monday, August 10, 2026
Monday, August 24, 2026
Tuesday, September 8, 2026
Monday, September 21, 2026

So ORDERED this _____ day of August, 2025.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Ronnie White
Commissioners, Precinct 2

Bill Daugette
Commissioner, Precinct 3

Brandon Decker
Commissioner, Precinct 4

Attest: Kari French
County Clerk

Approved as to form: Will Durham
District Attorney

NOMINATED ELECTION JUDGES

(Submitted/Nominated by Party Chair)

Democratic Judges
Fred Guillory
Dorothy Willett
Myra Walker
Joe Ann Anderson
Mark Brown
David Landmann
Heidi Schneider
LaDeanna Holcomb
Cindy Blaylock

Republican Judges
Rosemary Heinsohn
Sylvia Rosenberger
Julia Woods
Alice Ellisor
Tammy Gann
Charles Lawson
Deborah Penney
Kara Vance
Rhonda Hanks

Attachment B *(Joint Election Agreement, November 4, 2025 Election)*

ELECTION JUDGES

(Submitted/Nominated by Party Chairs; To be appointed by Commissioners' Court August 25, 2025)

Democratic Judges
Fred Guillory
Dorothy Willett
Myra Walker
Joe Ann Anderson
Mark Brown
David Landmann
Heidi Schneider
LaDeanna Holcomb
Cindy Blaylock

Republican Judges
Rosemary Heinsohn
Sylvia Rosenberger
Julia Woods
Alice Ellisor
Tammy Gann
Charles Lawson
Deborah Penney
Kara Vance
Rhonda Hanks

PROPOSAL

CSCD Access Control Door

PREPARED BY

Siemens Industry, Inc. ("Siemens")

PREPARED FOR

WALKER COUNTY

DELIVERED ON

August 18, 2025

SMART BUILDINGS

Transforming the Everyday



Table of Contents

SIEMENS PROPOSAL	3
Contact Information	3
Scope of Work	4
Sell Price.....	8
Payment Terms.....	9
Terms and Conditions.....	10
Terms & Conditions Link(s)	10
Signature Page	11
Signature Page	11

Contact Information

Proposal #:	9797656
Date:	August 18, 2025

Sales Executive:	NaTasha Roberson
Branch Address:	1401 Enclave Pkwy, Ste.475 Houston, TX 77077
Telephone:	3462757472
Email Address:	natasha.roberson@siemens.com

Customer Contact:	Kristin Hunter
Customer:	WALKER COUNTY
Address:	1301 SAM HOUSTON AVE
	HUNTSVILLE TX 77340-4500
Services shall be provided at:	WALKER COUNTY
	1301 SAM HOUSTON AVE HUNTSVILLE TX 77340-4500

Scope of Work

Draft Scope of Work

Context:

This project is a CSCD Access Control Door. This is a renovation project. Siemens has provided the following proposal in response to the BID documents. Siemens will furnish, install, program and commission the access control system for the build-out. Siemens will use the existing maglock on the door currently installed on the door.

Project Scope:

The general scope of work pertaining to Siemens includes the following:

Access Control System: -

- 01ea Access Control Panel
- 01ea Card Reader/ Keypad
- 01ea door contact recess mount (Pack of 10)
- 01ea PIR REX motion sensor
- 01ea power supplies for ACP and locks supply with (2+1) batteries each
- 25ea Card Credentials
- **Included Software House 8% Tariff surcharge**

Clarification

- The quantity of devices has been determined based on the site visit.
- All electrified door hardware/ locksets (Electrified Lock, Electrified latch retraction, Electrified Mortis lock, Electrified Strike, Electrified hinge,) are to be provided and installed by others.
- Customer to provide IT Support for devices utilizing customer's private network.
- Pricing includes project management for the duration of the tentative project schedule.
- Pricing includes one (1) year warranty on materials only.
- Siemens is aware of the request to provide both repair and replacement, as well as preventative maintenance on newly installed security devices by Siemens. Please refer to the service agreement associated with this project.
- Materials pricing is for the extent of the tentative project schedule.
- Work is assumed to be completed during normal business hours Monday – Friday.
- Pricing includes standard ground shipping.
- Requires an Electrician familiar with the installation to be present during the initial project walk-through, testing, and commissioning of systems listed above.
- We assume server and software licenses are existing and hence excluded from our scope.

Inclusions

- Siemens to provide Access Control systems as mentioned in the BID inputs.
- Siemens to provide all installation, programming, and commissioning of the proposed access control system.
- Supply and installation of cables to access control system.
- Warranty as listed by the manufacturer.

Exclusions

- Provision or installation of wire, fiber, electrical distribution components, conduit, and boxes.
- Termination and trim of all devices unless otherwise noted above.
- Cutting, painting, and patching.
- Dedicated Telephone lines, network connectivity, or monitoring services for systems listed above.
- Cable testing and certification.
- Additional programming for Wavelynx card Readers.
- Fire Alarm system interface.
- All lock hardware is to be provided by others.
- 120 VAC connections and supply to be done by others as required.
- Performance or Payment bonds.
- Costs associated with schedule acceleration, project meetings, multiple trips onsite due to incompleteness of others, or multiple unplanned phases.
- IP Address, network switch equipment, and connectivity.
- Overtime
- Server and software licenses
- Engineering labor for shop drawings, as-builts and submittals.
- Patching, Painting, Drywall, Roof Penetrations, Backfill, Trenching, Concrete, and Coring.
- UPS and Power to be provided by others for all security equipment.

Sell Price

Total Quote Price	\$9,953.85*

This price is firm for 30 days from the date of this proposal.

**Siemens' pricing is subject to adjustment for any direct or indirect new or modified taxes, duties, tariffs, or equivalent measures imposed by any U.S. or foreign governmental authority that are applicable to our offering, including any hardware, software, or service components contained therein. Siemens shall be entitled to an equitable adjustment in pricing to reflect the impacts of any such measures. Please note that the aforementioned measures specifically include any price adjustments required as a result of increased costs incurred by Siemens due to tariffs imposed by any governmental authority (including, without limitation, increased costs due to tariffs imposed by any governmental authority on Siemens' vendors).*

Payment Terms

Payment Terms Acceptance Agreement

The total price of: \$9,953.85 and the estimated return on investment are based on the items outlined in this proposal. ANY STATEMENTS MADE HEREIN REGARDING SAVINGS THAT MAY BE ACHIEVED BY IMPLEMENTING THE SERVICES OFFERED IN THIS PROPOSAL ARE ESTIMATES ONLY. NO WARRANTY, EITHER EXPRESSED OR IMPLIED, SHALL BE CONSTRUED TO ARISE FROM SUCH STATEMENTS, NOR SHALL SUCH STATEMENTS BE CONSTRUED AS CONSTITUTING A GUARANTEE BY SIEMENS THAT SUCH SAVINGS WILL OCCUR IF THE SERVICES ARE IMPLEMENTED.

The Buyer acknowledges that when accepted by the Buyer as proposed by Siemens Industry, Inc., this Proposal and the Siemens RAM Projects Business Standard Terms and Conditions, (together with any other documents incorporated into the forgoing) shall constitute the entire agreement of the parties with respect to its subject matter. BY EXECUTION HEREOF, THE SIGNER CERTIFIES THAT (S)HE HAS READ ALL OF THE TERMS AND CONDITIONS AND DOCUMENTS, THAT SIEMENS OR ITS REPRESENTATIVES HAVE MADE NO AGREEMENTS OR REPRESENTATIONS EXCEPT AS SET FORTH THEREIN, AND THAT (S)HE IS DULY AUTHORIZED TO EXECUTE THE SIGNATURE PAGE ON BEHALF OF THE BUYER.

Proposal is valid for thirty (30) days from the delivery date of August 18, 2025. Payment is due within 30 days of invoice date.

Payment Terms: 25% mobilization in advance, progress payments

Total: \$9,953.85

Siemens Industry, Inc. invoices paid by credit card may be subject to a surcharge of up to 2%.

Terms & Conditions Link(s)

Terms and Conditions (Click to download)

[Terms & Conditions \(Unrestricted\)](http://www.siemens.com/standard-terms-project-unrestricted)

(www.siemens.com/standard-terms-project-unrestricted)

Price Escalation. If, during the term of this Contract, the price of various materials or labor or logistics are increased as reflected by CRU/IHS Markit/CMAI/COMEX market index, then Siemens may increase the Contract Sum or apply a surcharge to Customer accordingly.

To the extent applicable, the following Addendum(s) are incorporated and made part of the Siemens Standard Terms and Conditions:

Click on addendum below to read/download

[Mass Notification](http://www.siemens.com/mass-notification-addendum)

(www.siemens.com/mass-notification-addendum)

[Monitoring](http://www.siemens.com/monitoring-addendum)

(www.siemens.com/monitoring-addendum)

[Online Backup and Data Protection](http://www.siemens.com/data-backup-addendum)

(www.siemens.com/data-backup-addendum)

[Software License Warranty](http://www.siemens.com/software-license-addendum)

(www.siemens.com/software-license-addendum)

[Consulting](http://www.siemens.com/rider-consulting)

(www.siemens.com/rider-consulting)

[Shooter Detection System](http://www.siemens.com/shooter-detection-addendum)

(www.siemens.com/shooter-detection-addendum)

[Body Temperature](http://www.siemens.com/thermal-camera-addendum)

(www.siemens.com/thermal-camera-addendum)

Signature Page

Proposed by:

Siemens Industry, Inc.

Company

NaTasha Roberson

Name

9797656

Proposal #

\$9,953.85

Proposal Amount

August 18, 2025

Date

Accepted by:

WALKER COUNTY

Company

Name (Printed)

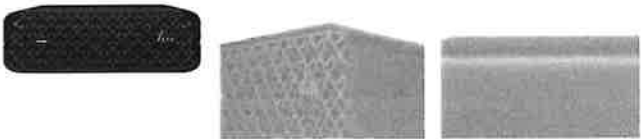
Signature

Title

Date

Purchase Order # ☐ PO for billing/pmnt only ☐ PO not required

Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.



Home / Composite Desktop / Z2 Mini Composite

Composite Desktop

Z2 Mini Composite

HP Z2 Mini G9



Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.



HP Z2 G9 Mini Workstation Desktop PC

Experience the power and versatility of the HP Z2 G9 Mini Workstation Desktop PC, designed to meet the demands of professionals in various industries. This compact yet powerful workstation is perfect for space-constrained environments, offering unmatched performance and reliability.

Key Features:

- **Compact Form Factor:** The HP Z2 G9 Mini is designed to fit into tight spaces without compromising on performance, making it ideal for modern workspaces.
- **Powerful Processor:** Equipped with the Intel® Core™ i7-14700 vPro Processor, ensuring optimal computing performance for demanding tasks.
- **High-Performance Graphics:** Featuring the NVIDIA® T400 4GB Graphics Processing Unit, the Z2 G9 Mini delivers smooth and efficient graphics rendering, perfect for design, engineering, and creative applications.
- **Memory and Storage:** Supports 32GB DDR5-5600 RAM and offers 1TB PCIe 4X4 NVME storage to handle large files and complex projects with ease.
- **Operating System:** Comes pre-installed with Windows 11 Pro, providing a secure and user-friendly environment for all your professional needs.
- **Connectivity:** Includes multiple USB ports, including USB 3.0, for fast data transfer and connectivity with peripherals. Also features Wi-Fi 6E and Bluetooth 5.3 for seamless wireless communication.
- **HP Wolf Security:** From the BIOS to the browser, above, in, and below the OS, HP Wolf Security Suite provides comprehensive protection for your device.
- **Warranty:** Comes bundled with HP's 5-year Next Business Day Onsite warranty to cover the hardware during its entire intended lifecycle.
- **Energy Efficient:** Designed with energy efficiency in mind, the Z2 G9 Mini helps reduce power consumption without sacrificing performance.

Upgrade your workspace with the HP Z2 G9 Mini Workstation Desktop PC and experience the perfect blend of power, performance, and compact design.

\$1,417.50

30 in stock (can be backordered)

Configuration and Licensing Fee



Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.

\$325.00

5-Year Warranty

HP Premium 5yr next business day onsite repair hardware only warranty

\$27.00

?

Display

Available options:

No Display



Monitor Accessory

Available options:

No Monitor Accessory

Keyboard / Mouse

Desktop package includes wireless keyboard and mouse. Additional or alternative keyboard options available below.

Available options:

No Keyboard / Mouse



Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.

Available options:

No Headset

Speaker

Available options:

No Speaker

Webcam

Available options:

No Webcam

Printer

Available options:

No Printer

Scanner

Available options:

No Scanner



Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.

\$1,769.50

 Add to cart ✓

Description

Additional information

- **Software Included:**
 - Windows 11 Pro
 - Microsoft Office 365
 - Microsoft Teams & OneDrive
- **Specifications:**
 - Intel Core i7-14700 vPro Enterprise CPU
 - 20 Cores, 28 Threads, 5.4GHz, 28MB L2 cache, 33MB Intel Smart cache
 - 32GB DDR5 5600 Memory
 - 1TB PCIe4X4 NVMe SSD Storage
 - NVIDIA T400 4GB GPU
 - Intel Ax211 Wi-Fi 6E and Bluetooth 5.2 Wireless
- **Comes With:**
 - HP 655 Wireless keyboard and mouse combo
 - 5 Year Next Business Day Onsite Warranty
- [Data Sheet](#)



Disclaimer: Due to unprecedented order volume resulting from the Windows 10 end of life deadline and pending price increases due to tariffs, our current order fulfillment timeline for in-stock items is approximately 1 week from the date of order. We appreciate your understanding and patience during this time.





Pricing-At-A-Glance		Service Address
Service Offers:	\$630.00	1619 State Highway 30 East Huntsville, TX 77320
Equipment Costs:	\$20.79	
Device Credit Offer:	\$1,575.00	
Contract Length (Months)	0	

One Time Pricing Summary -			
Description - Equipment	Quantity	Unit Price	Totals
Netgear Hotspot Router - M7 Pro	21	\$0.99	\$20.79
Equipment Cost Billed to Account			\$20.79

Mac Babineaux
mb4645@att.com
2816302337

<u>EMS Unit No.</u>	<u>FAS No.</u>	<u>Vheicle Type</u>
701	13755	2012 RAM 4500
702	13756	2015 F-350
703	13771	2016 RAM 4500
721	13492	2022 F-450
761	13840	2023 F-450
762	13854	2023 F-450
763		2024 F-450
764		2024 F-450
771	ESD 2	2024 F-450
782	12934	2018 F-450
789	13088	2021 F-450
790	ESD 2	2017 F-450
791	12520	2017 ford Explorer- Squad 33
793	12660	2017 Ford Explorer- Spare Command Vehicle
7011	13879	EMS Chief- 2025 Tahoe
7021	13656	Asst. Chief- 2023 Tahoe Tahoe
7099	13736	Logistics- 2024 F150
7101	13655	EMS District Chief - 2023 Tahoe
R33	13669	ATV/ Defender Pro- 2023
Command		Event devices/Spare
Special Event		Event devices/Spare



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

Agreement No.: State of Texas DIR-4885 contract
AT&T Network Integration Tracking ID: GBS428905
Document Version#: 1.0

CUSTOMER Legal Name ("Customer")	AT&T Enterprises, LLC ("AT&T") (designate other entity if signing entity other than AT&T Enterprises, LLC)	AT&T Branch Sales Contact Name
County of Walker	AT&T	Name: PETER MARQUEZ
CUSTOMER Address	AT&T Enterprises, LLC Address and Contact	AT&T Branch Sales Contact Information
Street Address: 1301 Sam Houston Ave City: Huntsville State / Province: TX Country: USA Domestic / Intl / Zip Code: 77340	208 S. Akard Street Dallas, TX 75202 Contact: Master Agreement Support Team Email: mast@att.com	Address: 14575 PRESIDIO SQUARE BLVD City: Houston State / Province: TX Country: USA Domestic / Intl / Zip Code: 77083 Email: pm9861@exo.att.com Sales/Branch Mgr: Grant Eckert SCVP Name: Wes Anderson
CUSTOMER Contact	AT&T Address and Contact	AT&T NI Contact Information
Name: Dan Early Title: Director of Information Technology Telephone: 936-435-8888 Fax: (936) 435-8889 Email: DEarly@co.walker.tx.us	Name: Title: Telephone: Street Address: City: State / Province: Country: Domestic / Intl / Zip Code:	Name: James Fernandez Address: 208 S. Akard 6 th floor City: Dallas State / Province: TX Country: USA Domestic / Intl / Zip Code: 75201 Telephone: 214-364-8898 Email: jf8341@att.com
CUSTOMER Billing Address		
Street Address: 1301 Sam Houston Ave. City: Huntsville State / Province: Texas Country: USA Domestic / Intl / Zip Code: 77350		

This Comprehensive Service Order Attachment for AT&T Network Integration Services and Equipment Resale ("NI CSOA") becomes part of the Master Agreement between AT&T and Customer referenced above (the "Agreement") when signed by both Customer and AT&T ("Effective Date").

AGREED:

CUSTOMER: County of Walker

By: _____

(Authorized Agent or Representative)

Colt Christian

County Judge
(Date)

ATTUID: JF8341

AGREED:

AT&T

By: _____

(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

1. DEFINITIONS

Capitalized terms used, but not defined, in this NI CSOA shall have the meaning given them in the Master Agreement. **"Purchased Equipment"** means equipment to which title transfers from AT&T to Customer. Purchased Equipment includes any internal code required to operate such Equipment.

2. SERVICES

AT&T will provide AT&T Network Integration Services ("Services"), and/or resell Purchased Equipment specified in an attached SOW or, in the case of an Order for Purchased Equipment only, identified in an Equipment Order List ("EOL") (collectively, "Attachment(s)"), which is attached and incorporated herein by reference.

3. ATTACHMENTS

- A. Attachments shall be effective, and incorporated into this NI CSOA by reference once signed by Customer and AT&T. Unless earlier terminated pursuant to Section 7, below, each Attachment shall be deemed terminated when the parties' respective obligations have been fully performed, or when it is otherwise terminated according to its terms.
- B. Attachments may contain terms and conditions unique to the Services or to the country in which they are performed, or to which Purchased Equipment is delivered. In the event of an inconsistency among terms between this NI CSOA and an Attachment, the terms of the applicable Attachment shall have priority with respect to the engagement provided for therein.

4. INTELLECTUAL PROPERTY RIGHTS

- A. All intellectual property and proprietary rights arising by virtue of AT&T's performance of the Services are and will be the sole and exclusive property of AT&T, and neither ownership or title to any such property will pass to Customer.
- B. Customer shall retain those copies of any reports produced and furnished to Customer by AT&T ("Reports"), and Customer is hereby granted, under AT&T's copyrights, the perpetual, non-exclusive, personal and non-transferable right to reproduce and modify Reports for Customer's own internal business purposes. For avoidance of doubt, "internal business purposes" exclude public distribution, resale to third parties and revenue generation purposes.
- C. AT&T hereby grants to Customer the non-exclusive, personal, and non-transferable right to use any items other than Reports produced and furnished to Customer by AT&T under this NI CSOA, solely for Customer's own internal business purposes during the term of this NI CSOA, or for such other purposes as may be mutually agreed in writing by the parties.
- D. Except as otherwise specified herein, no other right or license to or under any of AT&T's intellectual property rights is either granted or implied under this NI CSOA.

5. WARRANTY

The provision of Services and any deliverables hereunder shall be performed in a workmanlike manner that would meet commercial industry standards in the field to which the work pertains, as well as any standards set forth in the applicable SOW.

6. TERM AND TERMINATION

This NI CSOA shall remain in effect until terminated by either party on not less than thirty (30) days' prior written notice to the other party ("CSOA Term"); *provided that*, the terms and conditions of this NI CSOA shall continue to govern, through completion of performance (or earlier termination), all Attachments in effect on this NI CSOA's termination date. Termination charges, if any, shall be detailed in the applicable Attachment.

7. PURCHASED EQUIPMENT TERMS

- A. Orders for Purchased Equipment shall be submitted by Customer to AT&T in written format and shall contain all information required for AT&T to fulfill such Order and shall contain a reference to this NI CSOA and the applicable AT&T quote. Any information, terms and/or conditions, or other language contained in any document(s) or purchase order(s) furnished by Customer to AT&T in excess of or outside of such information or in conflict with any terms and conditions contained in this NI CSOA and/or the applicable Attachment(s) are void. AT&T will notify Customer by email whether it has accepted the Order after validation within five (5) business days after receipt of the Order. AT&T reserves the right not to accept an Order.
- B. Customer acknowledges and agrees that AT&T's ability to deliver Purchased Equipment is contingent upon the supply and delivery schedules of each of the manufacturers. AT&T shall have no liability for delays in any delivery schedule. Title and risk of loss to Purchased Equipment shall pass to Customer upon shipment from AT&T's Purchased Equipment supplier. Customer is responsible for all shipping-related charges, which AT&T shall invoice to Customer at two percent (2%) of the total purchase price of the Order or actual cost, whichever is greater, except that for Orders requiring expedited shipment it will be four (4%) percent of Customer's total purchase price or actual cost, whichever is greater; and charges incurred, if any, for storage of Purchased Equipment following delivery to the agreed location are the sole responsibility of Customer and are not included in shipping charges.
- C. AT&T shall pass through to Customer any warranties for Purchased Equipment and third party software available from the manufacturer or licensor. The manufacturer or licensor, and not AT&T, is responsible for any such



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

warranty terms and commitments. ALL SOFTWARE AND PURCHASED EQUIPMENT IS OTHERWISE PROVIDED TO CUSTOMER ON AN "AS IS" BASIS.

- D. The following replaces the Import/Export Control Article of the Agreement: Customer shall import, export or otherwise distribute Purchased Equipment in strict compliance with export, import, and re-export control laws and regulations of the United States, any Origination Country, and any Project Country. Customer represents and warrants that, when and where required by applicable law, it shall obtain all licenses, permits, and approvals required by Project-Country law for the importation and use of dual-use technology, including cryptography, and is compliant with all other measures imposed by said applicable law. Customer represents and warrants that once received, Customer will not re-export the Purchased Equipment from the Project Country. To avoid ambiguity, "compliance" includes the record-keeping and reporting obligations. Purchased Equipment defined by and described in Council Regulation (EC) 1334/2000 (as amended) as "dual-use," and which Customer intends to export from the European Community regulation, is governed by the following statement: Export of these items from the European Community may require prior government authorization under Council Regulation (EC) Regulation 1334/2000 (as amended).

8. LICENSES AND THIRD PARTY MAINTENANCE

Purchased Equipment, software and maintenance, if any, resold to Customer hereunder may have additional license terms and/or other requirements or restrictions imposed by the manufacturer, supplier or publisher. Customer is solely responsible for ensuring its adherence to any and all such license terms and other requirements or restrictions and is deemed to accept them upon receipt of the Purchased Equipment or software, or upon commencement of the maintenance services, as applicable in connection with the use of the Purchased Equipment by Customer in the country of use.

9. LIMITATION OF LIABILITY

For purposes of this NI CSOA and orders placed hereunder, any limit or cap on liability contained in the "Limitations of Liability" article of the Agreement is superseded by the following: FOR DAMAGES OTHER THOSE SET FORTH ABOVE AND NOT EXCLUDED UNDER THE MASTER AGREEMENT, EACH PARTY'S LIABILITY SHALL BE LIMITED TO PROVEN DIRECT DAMAGES NOT TO EXCEED THE NET CHARGES OF THE SERVICES AND PURCHASED EQUIPMENT PAID BY CUSTOMER UNDER THE ATTACHMENT THAT GAVE RISE TO THE LIABILITY. This shall not limit Customer's responsibility for the payment of all properly due charges hereunder. AT&T shall have no duty to defend, indemnify and hold Customer harmless for claims arising from the infringement of patents or trademarks or the violation of copyrights by Purchased Equipment and/or Vendor Software.

10. EXPORT RESTRICTIONS

In addition to any terms in or incorporated by reference into the Master Agreement relating to import/export control, in respect of any goods or technology that are subject to export restrictions imposed by the United States, the European Union, or the United Kingdom (the "Export Restrictions") and sold, supplied, transferred, provided or exported to Customer in connection with or used with the Services (including AT&T Equipment, Purchased Equipment or Software), Customer is prohibited from re-exporting, directly or indirectly any such goods or technology in contravention of the Export Restrictions, including in any manner which would cause AT&T to contravene the Export Restrictions. If Customer violates this provision, AT&T may, without incurring any liability, immediately restrict, suspend, or discontinue the provision of service to Customer, in whole or in part, and initiate any other appropriate action, upon written notice to Customer. Customer is liable to AT&T for AT&T's costs resulting from any such violation.

Additionally, the applicable warranty passed through hereunder with respect to such Purchased Equipment is included in the Equipment package; a sample of the Cisco limited warranty passed through hereunder can be reviewed at: <http://www.cisco.com/go/warranty>. The terms and conditions applicable to the Cisco RMA process can be reviewed at: <https://www.cisco.com/c/en/us/buy/product-returns-replacements-rma.html>.

(REMAINDER OF THE PAGE LEFT INTENTIONALLY BLANK)



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

EXHIBIT 1: STATEMENT OF WORK

1. Introduction

This SOW between **AT&T Enterprise, LLC** ("AT&T") and **County of Walker** ("Customer") is attached to the NI CSOA and made a part thereof upon execution.

AT&T reserves the right to withdraw this SOW or modify the prices and any other terms and conditions, including, but not limited to, any section of this SOW if (i) the SOW is not signed by Customer and AT&T by October 31, 2025, and/or (ii) the engagement does not commence within thirty (30) calendar days of the Effective Date.

2. Scope of Work

2.1 Scope

Walker County Texas would like to measure the maturity its Cybersecurity processes against the Texas Cybersecurity Framework (TCF) requirements.

The scope for this project is detailed in the table and sections below:

Service	Scope
Senior Engineer	The Senior engineer will be responsible for the delivery of the assessment project: • (1) Senior Engineer • Responsible for leading and executing on project and tasks, and providing the deliverables outlined in this SPP
Technical Writer	The technical writer is responsible for editing and formatting all reports • (1) Technical Writer • Responsible for editing and formatting reports

3. Service Description

3.1 TCF Assessments

The Texas Cybersecurity Framework is closely aligned to Federal Information Security Management Act (FISMA) and National Institute of Standards of Technology (NIST). The framework allows the use of a common language to address and manage cybersecurity risk in a cost-effective way, based on the enterprise/systems risks, and business needs, without placing additional regulatory requirements on agencies.

Assessment methods that may be used for the evaluation of systems risks may vary based upon the systems, the types of data used by the Customer, and any requirement which may dictate additional regulatory compliance. As part of the Texas Cybersecurity Framework, specific NIST SP800-53-based controls are to be assessed for the maturity and residual risks that may be present within the Customer environment. These controls are evaluated based on an evaluation level from 0 to 5 to validate the control implementation and maturity level.

Assessment activities for the selected systems shall ensure that controls for the Texas Security Framework are addressed by the maturity as completeness in order to track system progress and metrics over time.

The cybersecurity framework core functions have been written by the National Institute of Standards and Technology (NIST) and the review of the controls follow the main identified core functions: Identify, Protect, Detect, Respond, and Recover.

The project can be broken down into the following high-level phases:

- Kick-Off and Project Planning



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

- Information Gathering
- Review and Analysis
- Report and Recommendation

Kick Off and Project Planning

Kickoff Meeting will be conducted

- All key stakeholders within Walker County and the AT&T Delivery Team will be identified, and their email and phone numbers provided for future reference. Ideally, most if not all of these stakeholders will be in attendance for the kickoff meeting
- This SPP will be reviewed and any questions or issues will either be resolved at the meeting or will be documented, and the results communicated in writing as soon as practical.

Project Planning and Coordination

AT&T will work with Walker County to:

- Collect documentation
- Establish project timelines and milestones
- Identify stakeholders and schedule interviews

Information Gathering

During this engagement, AT&T will collect all relevant information through documentation reviews and staff interviews with Walker County staff. Staff interviews provide a forum to ensure that business drivers and key risk areas are fully considered during the assessment. This project will include remote work. Information gathering is conducted early during the engagement during which time AT&T focuses on information gathering to gain a better understanding of the Walker County Information Security and Privacy Program management practices, Policies and Procedural implementation, and the environment including:

- Identification of the security management activities organizational structure and key stakeholders within this structure
- The Information risk environment
- Efforts to perform effective risk analysis and risk management
- Governance, policy management, acceptable risk tolerance
- Steering committees and working groups
- Information security and privacy planning activities, such as communication of policies to all employees in the organization
- Additional functional components of the security program and the key practices supporting the program components
- Existing and planned initiatives affecting information protection within the Customer environment, such as process initiatives (ITIL, quality management, process re-engineering, etc.), major technology implementations, organizational restructuring
- Critical issues confronting Customer

AT&TAT&T will derive most of the information necessary to assess the environment and supporting key practices through documentation reviews, such as policies, procedures, and plans related to information security, and interviews and subsequent discussions with knowledgeable staff responsible for various aspects of Information security. These may include:



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

Review and Analysis

During the Review and Analysis Phase, AT&T professionals will analyze the information gleaned from information gathered during the previous step. The objective is to identify critical issues and the risk from the associated issue and develop prioritized recommendations for improvement. AT&T Cybersecurity Consulting will review and evaluate the Customer's security maturity against the Modified TCF. Functional Areas to be reviewed as part of the Texas Cybersecurity Framework will be Identify, Protect, Detect, Respond and Recover. The system risks are evaluated based upon the completeness and implementation for the noted controls from Levels 1 to 5. The level of implementation is therefore used to indicate the maturity and completeness of the control implementation.

Report and Recommendations

Using the results from the previous steps, AT&T will identify gaps between the Customer's posture against the framework and document the findings from the previous work efforts with the prioritized recommendations to improve Customer's security posture and compliance with the requirements.

As part of this activity, AT&T will ensure that our recommendations and supporting rationale are clearly understood, actionable, and appropriate for the environment. AT&T will present any documentation detailing our findings and recommendations in a draft form to provide Walker County with an opportunity to review, comment, correct, and approve the format and content prior to finalizing the deliverable documentation. This iterative process helps to ensure that Walker County can make informed, incremental decisions regarding specific courses of action throughout this review.

4. Deliverables

AT&T will provide the following deliverables as part of this project:

- **Project Work Plan** – A breakdown of the hours based on the appropriate task
- **Assessment Reports** - Document created of the current-state baseline IT environment as it relates to security, including the people, processes, and technologies.
 - o Customer is provided (5) business days to review and provide input before finalizing report. The initial report provided is a Word document with track changes on and the final report is provided in pdf format.
- **Recommendations and Roadmap Report** – A report that will identify the relevant vulnerabilities by conducting a gap analysis between the identified current state (baseline report) and best industry-leading practices, as well as the Maturity Levels' recommendations provided in the Texas Security Framework.
- **Weekly status updates** will be provided to ensure status and identified system risks are communicated during the assessment.
- **Closeout briefing** will be scheduled before the initial first report submittal.

5. Customer Responsibilities

Walker County agrees to provide timely access to all personnel, resources, and requested information that is deemed necessary by AT&T to fulfill its commitments stated herein. When possible, AT&T will make reasonable efforts to provide lead-time to Walker County. Typically, this notification will occur during regular status meetings. However, it may be necessary from time to time to have a faster response level. In these cases, Walker County agrees to respond within 1 day.

Walker County also specifically agrees to:

- Provide Executive sponsorship within Walker County's organization at the director level. This sponsorship will include notifying appropriate internal and external organizations of this engagement and requesting their full cooperation.
- Assign a Single Point of Contact (SPOC) to represent Walker County. The SPOC will have decision-making authority for most matters that may arise.
- The SPOC will be available to meet with AT&T for regular status meetings.
- Provide input to and acceptance of service timelines and deliverables, including draft review at critical gates of the project to be identified in Phase I.
- Provide timely access to staff and personnel to answer questions.
- Inform AT&T of any developments in other projects that might impact this engagement.
- Provide AT&T with all relevant documentation and information prior to the Kickoff meeting.



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

- Provide AT&T's resources with the necessary physical and/or system access to complete job functions.
- AT&T is required to perform the work remotely under this Procurement
- Remote/off-site only work will be performed remotely using Walker County's remote services provided by Walker County but will be performed using AT&T provided computers and phones. Remote resources will leverage the Walker County guest network and the AT&T provided computers and phones when performing services on-site.
- Assist in adjusting phase start and stop dates if the previous phases come to completion earlier or later.

If Walker County fails to perform any of the responsibilities set forth herein, the parties agree to resolve the situation via a mutually agreeable change order process. The receiving Party shall issue a written response within five (5) business days of the receipt of the request, indicating whether the receiving Party accepts or rejects the change(s). Notwithstanding the foregoing, neither of the parties is bound to use the change order process in the event of a material breach by the other party.

6. AT&T Responsibilities

AT&T specifically agrees to:

- Provide the service described within this SPP.
- Provide the Customer with the deliverables as noted.

7. Assumptions

The assumptions and dependencies below were used by AT&T to scope this engagement based on information provided to it by the Customer. If any of these items prove to be invalid, the parties agree to resolve the situation via the Change Order Process. Notwithstanding the foregoing, neither of the parties is bound to use the Change Order Process in the event of a material breach by the other party.

- The Customer will be responsible for ensuring that all necessary personnel are available to AT&T in a timely manner and to ensure cooperation of vendors and partners as needed.
- Customer documentation request must be provided within a reasonable time. Documentation deadlines are important to keep the overall project on schedule.
- The Customer will identify and provide stakeholders responsible for providing information and interfacing with the AT&T team.
- The Customer will confirm the availability of any key team members during service initiation.
- The Customer will provide AT&T with all relevant documentation and information relevant to performing the service described within this SPP.
- AT&T assumes that there will not be any special conditions or restrictions that would affect a productive workday.
- The Customer's personnel will be cooperative and forthcoming with information.
- The Customer's other vendors and their personnel will be cooperative and forthcoming with information.
- All items listed in the Client Responsibilities section of this SPP are met, delivered, or provided (as appropriate) in a timely manner.

8. Services Out of Scope

The following activities are out of scope for this effort but can be provided using the AT&T Change Control Process. AT&T will not provide as part of this effort:

- Remediation for security incidents
- Formal attestations for regulatory bodies such as PCI, and HIPAA would be out of scope.
- Hands on technical testing of any systems or technology is out of scope
- Project management or vendor management, other than AT&T vendors and personnel, outside the scope of services

Out of scope services can be added at any time using a Change Order.

9. Communications Plan

- Weekly Status updates – communication of completed activities, issues and identified system findings.
- In-brief and Out-Brief will be provided to all participants.



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

- Ad Hoc Communications: The SPOCs will define the situations where AT&T personnel will be able to contact Customer personnel without the need to document these conversations.

10. Escalation Process

Both parties agree to use the following escalation process when a situation arises that either party feels could jeopardize the overall success of the engagement. Either party may initiate the escalation process, by contacting the named individual at the top of the table. If the initiating party feels that the situation hasn't been adequately resolved; isn't being resolved quickly enough; or is of sufficient magnitude to cause significant damage to the overall relationship, they may proceed along the escalation path, as they deem appropriate. Initiation of this process is restricted to the individuals that are named in the escalation path for their party.

10.1 AT&T Escalation Path

Title	Name	Phone Number
Engagement Manager	James Fernandez	214-364-8898
Risk and Compliance Program Manager	TBD	

10.2 Walker County Escalation Path

Title	Name	Phone Number

Escalations of a more tactical nature will be handled between the AT&T assigned security resource and the appropriate SPOC serving as an escalation point.

11. Initiation of Work

AT&TAT&T's ability to provide resources will be based on:

- AT&TAT&T's acceptance of the customer request
- The customer's approval of the request
- The availability of resources at the time of request

AT&T requires up to four (4) business weeks after SPP and CET are approved by the Customer to begin Service Implementation. The service start date must be mutually agreed to by AT&T and the Customer. Based upon the information available to AT&T at the time of this request, the following timeline will be used in the fulfillment of the requested services. This information can also be found in the Timeline field on the Business Case tab in the ServiceNow Demand record. This timeline is based upon an approval of the Demand record by the customer – that will support the Implementation Start Date documented below.

Billing is based upon customer approval of a Project Acceptance Letter that is sent to the customer during the Project Phase of the RFS request - when the implementation is completed, per the Acceptance Criteria in Section 10 of this Solution Proposal Package document. Based on the following

- Duration: 60 calendar days

12. Acceptance Criteria

The following are acceptance criteria for the service described in this SPP:

- AT&T provides the services and deliverables outlined in this business case

13. Resource Management

AT&T reserves the right to assign resources based on AT&TAT&T's understanding of the technical requirements and AT&T resource availability. The Customer agrees that all AT&T contractors are acceptable for this project.



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

14. Risks

AT&T has identified the following potential risks in being able to complete this engagement as defined in the Deliverables and Completion Criteria sections. If any of these risks are in danger of occurring, AT&T shall invoke the escalation process. If any of these risks do occur, the parties agree to resolve the situation via the Change Order Process. Notwithstanding the foregoing, neither of the parties is bound to use the Change Order Process in the event of a material breach by the other party.

- Delays in receiving Customer information for the support of the information review through requested artifacts/documentation.
- Delays in collecting information from appropriate sources. The Customer must ensure that proper personnel are provided for interview of current processes, procedures, and policies.

15. Change Order Process

Both parties agree to follow the change control process defined in the Service Management Manual PRO-415-05 Project Change Request Process.

16. Engagement Contacts

Walker County Texas

Primary:

NAME: TBD

PHONE:

EMAIL:

Secondary:

NAME:

PHONE:

EMAIL:

AT&T Cybersecurity

Risk and Compliance Program Manager

NAME: TBD

PHONE:

EMAIL:

17. Charges

17.1 AT&T shall provide the Services and Purchased Equipment (see **Appendix A**) for the Charges stated below.

Resource Unit- Hourly Rate Card	Total Hours	Hourly Rate	Total
Security Risk Assessment Senior Engineer	153	272.03	41,620.59
Security Risk Tech Writer	7	272.03	1,904.21
Total	160		43,524.80
Pricing above includes DIR 4885 admin fee			

17.2 Additional Pricing Terms and Conditions

- (a) **Defined Scope.** Pricing is based on the currently defined Scope of Work. Any additions or changes to this SOW will necessitate changes in pricing. Pricing herein assumes no project delays will occur that would require AT&T to stop work. AT&T will not be held financially responsible for project delays outside of its control.



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

- (b) **Invoicing.** AT&T will invoice the Service Charges upon completion of assessment as defined herein. AT&T will invoice Services monthly and will cover any one-time charges or expenses incurred during the previous calendar month.
- (c) **Travel and related Expenses.** Charges do not include expenses for AT&T travel to Customer's facilities. Standard business expenses (e.g., transportation, food, lodging) incurred by AT&T in connection with delivery of the Services will be billed at cost as a separate line item on Customer's invoice. AT&T personnel will incur travel expenses only after receiving permission from Customer's Project Manager.
- (d) **Time and Material ("T&M") Rate.** In the event that the scope of work changes from this SOW or AT&T is requested to perform Services outside of NBH, AT&T will bill Customer at a T&M rate of two-hundred seventy-two dollars and thirty cents (\$272.30) per hour per AT&T consultant for the additional time spent on the change requests. All such out-of-scope matters will be handled via the Change Control Process outlined herein.

18. Termination

If Customer terminates this SOW or Services provided hereunder for any reason other than AT&T's uncured material breach, or if AT&T terminates for Customer's material breach:

- 1) Customer must provide 30 days' prior written notice to AT&T.
- 2) Customer will pay all amounts incurred prior to the effective date of termination.
- 3) Customer shall be responsible for paying for all Services rendered, Purchased Equipment ordered, and expenses incurred hereunder as well as any charges associated with early termination of AT&T's subcontracts related to this Project.

(REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK)



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

APPENDIX A: PURCHASED EQUIPMENT LIST

Not applicable.



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

APPENDIX B: SAMPLE CHANGE REQUEST FORM

Type of Request:	
Initiator (Company):	
Change Request Received by:	
Price Impact:	
AT&T Additional Resources Req'd:	

Task Description:

Other information related to Change:

Impact of Change

Provide a description of the impact of the change (increase in duration, delay in start, cut-over date change, added dependency, additional resources required change to design, change to baseline solution, other).

**AGREED and ACCEPTED:
CUSTOMER:**

By: _____
(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)

**AGREED and ACCEPTED:
AT&T**

By: _____
(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

APPENDIX C: SAMPLE SERVICES ACCEPTANCE CHECKLIST

LIST OF ACTIVITIES	Applicable	Completion date	Initial
Customer Responsibilities	√		
	√		
AT&T Responsibilities	√		
	√		
	√		
	√		
	√		
	√		
Delivery & Checkout	√		
	√		
	√		

Commented [MC1]: EM INSTRUCTIONS: Remove this Appendix if the Services provided are not subject to Acceptance.

Customer Acceptance:

By: _____
(Authorized Representative)

(Typed or Printed Name)

(Title)

(Date)

AT&T Acknowledgement:

By: _____
(Authorized Representative)

(Typed or Printed Name)

(Title)

(Date)

CUSTOMER Legal Name ("Customer")	AT&T Enterprises, LLC ("AT&T") (designate other entity if signing entity other than AT&T Enterprises, LLC)	AT&T Branch Sales Contact Name
County of Walker	AT&T	Name: PETER MARQUEZ
CUSTOMER Address	AT&T Enterprises, LLC Address and Contact	AT&T Branch Sales Contact Information
Street Address: 1301 Sam Houston Ave City: Huntsville State / Province: TX Country: USA Domestic / Intl / Zip Code: 77340	208 S. Akard Street Dallas, TX 75202 Contact: Master Agreement Support Team Email: mast@att.com	Address: 14575 PRESIDIO SQUARE BLVD City: Houston State / Province: TX Country: USA Domestic / Intl / Zip Code: 77083 Email: pm9861@exo.att.com Sales/Branch Mgr: Grant Eckert SCVP Name: Wes Anderson
CUSTOMER Contact	AT&T Address and Contact	AT&T NI Contact Information
Name: Dan Early Title: Director of Information Technology Telephone: 936-435-8888 Fax: (936) 435-8889 Email: DEarly@co.walker.tx.us	Name: Title: Telephone: Street Address: City: State / Province: Country: Domestic / Intl / Zip Code:	Name: James Fernandez Address: 208 S. Akard 6 th floor City: Dallas State / Province: TX Country: USA Domestic / Intl / Zip Code: 75201 Telephone: 214-364-8898 Email: jf8341@att.com
CUSTOMER Billing Address		
Street Address: 1301 Sam Houston Ave. City: Huntsville State / Province: Texas Country: USA Domestic / Intl / Zip Code: 77350		

This Comprehensive Service Order Attachment for AT&T Network Integration Services and Equipment Resale ("NI CSOA") becomes part of the Master Agreement between AT&T and Customer referenced above (the "Agreement") when signed by both Customer and AT&T ("Effective Date").

AGREED:

CUSTOMER: County of Walker

By: _____

(Authorized Agent or Representative)

Colt Christian

County Judge

(Date)

ATTUID: JF8341

AGREED:

AT&T

By: _____

(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)

1. DEFINITIONS

Capitalized terms used, but not defined, in this NI CSOA shall have the meaning given them in the Master Agreement.

"Purchased Equipment" means equipment to which title transfers from AT&T to Customer. Purchased Equipment includes any internal code required to operate such Equipment.

2. SERVICES

AT&T will provide AT&T Network Integration Services ("Services"), and/or resell Purchased Equipment specified in an attached SOW or, in the case of an Order for Purchased Equipment only, identified in an Equipment Order List ("EOL") (collectively, "Attachment(s)"), which is attached and incorporated herein by reference.

3. ATTACHMENTS

- A. Attachments shall be effective, and incorporated into this NI CSOA by reference once signed by Customer and AT&T. Unless earlier terminated pursuant to Section 7, below, each Attachment shall be deemed terminated when the parties' respective obligations have been fully performed, or when it is otherwise terminated according to its terms.
- B. Attachments may contain terms and conditions unique to the Services or to the country in which they are performed, or to which Purchased Equipment is delivered. In the event of an inconsistency among terms between this NI CSOA and an Attachment, the terms of the applicable Attachment shall have priority with respect to the engagement provided for therein.

4. INTELLECTUAL PROPERTY RIGHTS

- A. All intellectual property and proprietary rights arising by virtue of AT&T's performance of the Services are and will be the sole and exclusive property of AT&T, and neither ownership or title to any such property will pass to Customer.
- B. Customer shall retain those copies of any reports produced and furnished to Customer by AT&T ("Reports"), and Customer is hereby granted, under AT&T's copyrights, the perpetual, non-exclusive, personal and non-transferable right to reproduce and modify Reports for Customer's own internal business purposes. For avoidance of doubt, "internal business purposes" exclude public distribution, resale to third parties and revenue generation purposes.
- C. AT&T hereby grants to Customer the non-exclusive, personal, and non-transferable right to use any items other than Reports produced and furnished to Customer by AT&T under this NI CSOA, solely for Customer's own internal business purposes during the term of this NI CSOA, or for such other purposes as may be mutually agreed in writing by the parties.
- D. Except as otherwise specified herein, no other right or license to or under any of AT&T's intellectual property rights is either granted or implied under this NI CSOA.

5. WARRANTY

The provision of Services and any deliverables hereunder shall be performed in a workmanlike manner that would meet commercial industry standards in the field to which the work pertains, as well as any standards set forth in the applicable SOW.

6. TERM AND TERMINATION

This NI CSOA shall remain in effect until terminated by either party on not less than thirty (30) days' prior written notice to the other party ("CSOA Term"); *provided that*, the terms and conditions of this NI CSOA shall continue to govern, through completion of performance (or earlier termination), all Attachments in effect on this NI CSOA's termination date. Termination charges, if any, shall be detailed in the applicable Attachment.

7. PURCHASED EQUIPMENT TERMS

- A. Orders for Purchased Equipment shall be submitted by Customer to AT&T in written format and shall contain all information required for AT&T to fulfill such Order and shall contain a reference to this NI CSOA and the applicable AT&T quote. Any information, terms and/or conditions, or other language contained in any document(s) or purchase order(s) furnished by Customer to AT&T in excess of or outside of such information or in conflict with any terms and conditions contained in this NI CSOA and/or the applicable Attachment(s) are void. AT&T will notify Customer by email whether it has accepted the Order after validation within five (5) business days after receipt of the Order. AT&T reserves the right not to accept an Order.
- B. Customer acknowledges and agrees that AT&T's ability to deliver Purchased Equipment is contingent upon the supply and delivery schedules of each of the manufacturers. AT&T shall have no liability for delays in any delivery schedule. Title and risk of loss to Purchased Equipment shall pass to Customer upon shipment from AT&T's Purchased Equipment supplier. Customer is responsible for all shipping-related charges, which AT&T shall invoice to Customer at two percent (2%) of the total purchase price of the Order or actual cost, whichever is greater, except that for Orders requiring expedited shipment it will be four (4%) percent of Customer's total purchase price or actual cost, whichever is greater; and charges incurred, if any, for storage of Purchased Equipment following delivery to the agreed location are the sole responsibility of Customer and are not included in shipping charges.
- C. AT&T shall pass through to Customer any warranties for Purchased Equipment and third party software available from the manufacturer or licensor. The manufacturer or licensor, and not AT&T, is responsible for any such warranty terms and commitments. ALL SOFTWARE AND PURCHASED EQUIPMENT IS OTHERWISE PROVIDED TO CUSTOMER ON AN "AS IS" BASIS.
- D. The following replaces the Import/Export Control Article of the Agreement: Customer shall import, export or otherwise distribute Purchased Equipment in strict compliance with export, import, and re-export control laws and regulations of the

United States, any Origination Country, and any Project Country. Customer represents and warrants that, when and where required by applicable law, it shall obtain all licenses, permits, and approvals required by Project-Country law for the importation and use of dual-use technology, including cryptography, and is compliant with all other measures imposed by said applicable law. Customer represents and warrants that once received, Customer will not re-export the Purchased Equipment from the Project Country. To avoid ambiguity, "compliance" includes the record-keeping and reporting obligations. Purchased Equipment defined by and described in Council Regulation (EC) 1334/2000 (as amended) as "dual-use," and which Customer intends to export from the European Community regulation, is governed by the following statement: Export of these items from the European Community may require prior government authorization under Council Regulation (EC) Regulation 1334/2000 (as amended).

8. LICENSES AND THIRD PARTY MAINTENANCE

Purchased Equipment, software and maintenance, if any, resold to Customer hereunder may have additional license terms and/or other requirements or restrictions imposed by the manufacturer, supplier or publisher. Customer is solely responsible for ensuring its adherence to any and all such license terms and other requirements or restrictions and is deemed to accept them upon receipt of the Purchased Equipment or software, or upon commencement of the maintenance services, as applicable in connection with the use of the Purchased Equipment by Customer in the country of use.

9. LIMITATION OF LIABILITY

For purposes of this NI CSOA and orders placed hereunder, any limit or cap on liability contained in the "Limitations of Liability" article of the Agreement is superseded by the following: FOR DAMAGES OTHER THOSE SET FORTH ABOVE AND NOT EXCLUDED UNDER THE MASTER AGREEMENT, EACH PARTY'S LIABILITY SHALL BE LIMITED TO PROVEN DIRECT DAMAGES NOT TO EXCEED THE NET CHARGES OF THE SERVICES AND PURCHASED EQUIPMENT PAID BY CUSTOMER UNDER THE ATTACHMENT THAT GAVE RISE TO THE LIABILITY. This shall not limit Customer's responsibility for the payment of all properly due charges hereunder. AT&T shall have no duty to defend, indemnify and hold Customer harmless for claims arising from the infringement of patents or trademarks or the violation of copyrights by Purchased Equipment and/or Vendor Software.

(REMAINDER OF THE PAGE LEFT INTENTIONALLY BLANK)

EXHIBIT 1: STATEMENT OF WORK

1. Scope

A. The scope of the IR Plan Review will include the following:

- Discovery phase –
 - o Gathering current IR Plan, DIR Redbook, TAC 202, applicable SLAs, and policies
 - o Interviews with key personnel to understand the environment, as well as the goals and objectives of the IR plan.
- Plans Review and assessment
- Plan editing and update (draft development)
- Plan draft submission for Walker County review
- Edits, changes, updates to the draft

Final IR plan submission

B. There will be two (2) tabletop exercises conducted. The specific topics for each will be determined at the onset of this project.

C. The scope of the tabletop exercise will include the following:

Tabletop exercises will be conducted remotely.

The scope of the tabletop Exercises will include the following:

- AT&T Cybersecurity will work collaboratively with Walker County staff to create two (2) Tabletop scenarios customized for the Walker County environment.
 - o IT Management team (CIO and 5 to 10 direct reports) – facilitated scenario tabletop.
- AT&T Cybersecurity will moderate two (2) tabletop scenarios and document Walker County staff incident response activities and outcomes.
- AT&T Cybersecurity will facilitate two (2) tabletop exercise lessons learned debrief meetings immediately following each scenario.
- AT&T Cybersecurity will create a PowerPoint After-Action Report (AAR) following each exercise.
- Walker County primary IT contact to schedule two (2) one-hour planning / scheduling meetings with AT&T Cybersecurity four (4) weeks prior to facilitation to review the ransomware scenario for each Tabletop scenario.

Activity	Scope
DESCRIPTION OF INCIDENT RESPONSE ENGINEER:	The Incident Response Engineer will be the team lead for this project: (1) Senior Engineer dedicated member Lead during the engagement Deliver on various cybersecurity-related tasks Allocation of 220 remote hours for composing IR plan and conducting 2 Tabletop exercises
DESCRIPTION OF TECHNICAL WRITING	The Technical Writer will review and format all of the reports and ensure consistency across all of the Tabletop Exercise reports and deliverables provided to the customer. • (1) Leveraged technical writer Allocation of 16 remote hours

2. Service description

Objective

To review, edit, test, and validate that the incident response plan and associated processes are operating effectively and efficiently and provide recommendations in draft form where there are opportunities for improvement.

Methodology

The engagement will consist of a practical review and validation of the Walker County's incident response plan. AT&T will conduct a tabletop incident response exercise to assess the effectiveness of the updated incident response plan, components, and playbooks, and identify opportunities for increasing the overall effectiveness and efficiency of the incident response process.

Specifically, the engagement will consist of the following activities:

- AT&T Consulting will conduct a review of the Walker County incident response plan, related documentation, and technology solutions supporting key incident response processes with the goal of gaining an understanding of the incident response program. An updated incident response plan will be developed for use in the Tabletop exercise/scenario. The knowledge gained will allow AT&T Consulting to:
 - Assess the level of adherence to the updated incident response plan
 - Align the scenarios with the incident response plan, associated processes, and relevant roles
 - Serve as a competent moderator during the tabletop incident response activities.
- AT&T Consulting will create, in cooperation with Walker County staff, up to two (2) hypothetical security incident scenarios and execute two (2) tabletop incident response exercises based on these scenarios.
- AT&T Consulting will serve as a moderator for the two (2) incident response exercises and will capture Walker County staff incident response activities and outcomes.
- AT&T Consulting will subsequently perform an analysis of the incident response processes, identify potential optimizations, and provide recommendations, as necessary, to improve the Walker County incident response plan.
- Incident response follow-up activities / lessons learned will be conducted as part of the tabletop exercises.

Aside from creating the tabletop scenarios, AT&T Consulting staff will function in a moderator role; this role will entail:

- Facilitating and moderating the tabletop exercise
- Taking detailed notes of the actions taken by the Walker County staff and the outcome of these actions.

After the conclusion of the tabletop incident response exercise, AT&T Consulting staff will participate, in a moderator role, in post-exercise activities, such as Root-Cause-Analysis and Lessons Learned. During these activities, AT&T Consulting staff will document the effectiveness and efficiency of Walker County incident response follow-up activities.

Based on the information collected, AT&T Consulting will draft an after-action report presentation to share observations. After the completion of the tabletop exercises AT&T Consulting will provide recommendations to update, as necessary, components of Walker County's incident response plan or specific playbooks to enhance the overall incident response capability.

Deliverables

AT&T Cybersecurity Consulting will provide the following deliverables as part of this project:

Name of Deliverable	Description of Deliverable
Incident Response Plan (Draft)	After initial discover phase, an updated IR Plan Assessment Draft will be submitted for review
Incident Response Plan (Final)	After Walker County draft review and approval, a final IR Plan and report will be delivered.
Tabletop Exercises and After-Action Recommendation Report	AT&T Consulting will provide the following as part of the incident response tabletop exercise: • Create two (2) hypothetical medium to complex Ransomware incident scenarios and execute tabletop incident response exercises based on the scenario. • Moderate two (2) incident response exercises and document Walker County staff incident response activities and outcomes. • Facilitate incident response follow-up activity recommendations / lessons learned.

Perform an analysis of the incident response processes, identify potential optimizations, and provide recommendations, as necessary, to improve the Walker County incident response plan.

3. *Customer Responsibilities*

The Customer agrees to provide timely access to all personnel, resources, and requested information that is deemed necessary by AT&T to fulfill its commitments stated herein. When possible, AT&T will make reasonable efforts to provide lead-time to the Customer. However, it may be necessary, from time to time, to have a faster response level. In these cases, the Customer agrees to respond within one-day.

The Customer also specifically agrees to:

- Provide Executive sponsorship and cooperation within the Customer's organization. This sponsorship will include notifying appropriate organizations of this engagement and requesting their full cooperation.
- Assign a Single Point of Contact (SPOC) to represent the Customer. The SPOC will have decision-making authority for most matters that may arise. During system assessments, Information Security Officers (ISO) may be requested to assist with the coordination of the technology and documentation for the review and management of the noted controls. Although many individuals will be interviewed as part of the validation process, a SPOC with understanding of the systems boundary provides consistency within the assessment for the organization and AT&T.
- Provide coordination and obtain acceptance and cooperation from the Cloud provider.
- Provide all artifacts and documentation requested for validation of implemented and deployed controls within a timely manner. Documentation collection and review is crucial to validation and verification of specific control implementations.
- Provide appropriate responsible personnel for the review of system controls, processes and procedures.
- Provide input to and acceptance of service timelines and deliverables.
- Provide timely access to staff and personnel to answer questions.
- Inform AT&T of any developments in other projects that might impact this engagement.
- Provide AT&T with all relevant documentation and information prior to the service start date. Documentation may also be provided and reviewed during the assessment process.
- The Customer's emergency contact list shall include staff capable of administering the Customer's computer systems and who are on 24-hour notification during the delivery of the service.

If the Customer fails to perform any of the responsibilities set forth herein, the Parties agree to resolve the situation via a mutually agreeable change order process. The receiving Party shall issue a written response within five (5) Business Days (BDs) of the receipt of the request, indicating whether the receiving Party accepts or rejects the change(s). Notwithstanding the foregoing, neither of the Parties is bound to use the Change Order Process in the event of a material breach by the other Party.

4. *AT&T Responsibilities*

AT&T specifically agrees to:

- Provide the service described within this SPP.
- Provide the Customer with the deliverables as noted as part of Incident Response Preparedness.

5. *Assumptions*

The assumptions and dependencies below were used by AT&T to scope this engagement based on information provided to it by the Customer. If any of these items prove to be invalid, the Parties agree to resolve the situation via the Change Order Process. Notwithstanding the foregoing, neither of the Parties is bound to use the Change Order Process in the event of a material breach by the other Party.

- The Customer will be responsible for ensuring that all necessary personnel are available to AT&T in a timely manner and to ensure cooperation of vendors and partners as needed.
- Customer documentation request must be provided within a reasonable time. It is recommended that documentation be available before system interviews to allow for validation of system processes and procedures.
- The Customer will identify and provide stakeholders responsible for providing information and interfacing with the AT&T Team.
- The Customer will confirm the availability of any key team members during service initiation.

- The Customer will provide AT&T with all relevant documentation and information relevant to performing the service described within this SPP.
- AT&T assumes that there will not be any special conditions or restrictions that would affect a productive workday.
- The Customer's personnel will be cooperative and forthcoming with information.
- The Customer's other vendors and their personnel will be cooperative and forthcoming with information.
- All items listed in the Client Responsibilities section of this SPP are met, delivered, or provided (as appropriate) in a timely manner.

6. *Services Out of Scope*

The following activities are out of scope for this effort but can be provided using the AT&T Change Control Process. AT&T will not provide as part of this effort:

- Policy or Procedure development for required system documentation.
- Remediation for security incidents
- Formal attestations for regulatory bodies such as PCI and HIPAA would be out of scope.
- Hands on technical testing of any systems or technology is out of scope.
- Project management or vendor management, other than AT&T vendors and personnel, outside the scope of services

Out of scope services can be added at any time using a Change Order.

7. *Communications Plan*

Reports

Reports will be delivered via secured means as agreed upon by both Parties.

Additional communications, such as status updates and briefings, will be provided as part of the Incident Response Preparedness.

- Weekly Status updates – communication of completed activities, issues and identified system findings
- In-brief and Out-Brief will be provided to all participants

Ad Hoc Communications

The SPOCs will define the situations where AT&T personnel will be able to contact Customer personnel without the need to document these conversations.

8. *Escalation Process*

Both Parties agree to use the following escalation process when a situation arises that either Party feels could jeopardize the overall success of the engagement. Either Party may initiate the escalation process, by contacting the named individual at the top of the table. If the initiating Party feels that the situation hasn't been adequately resolved; isn't being resolved quickly enough; or is of sufficient magnitude to cause significant damage to the overall relationship, then the initiating Party may proceed along the escalation path, as they deem appropriate. Initiation of this process is restricted to the individuals that are named in the escalation path for their Party.

AT&T Escalation Path

Title	Name	Phone Number
Operations Manager		
Engagement Manager		
Account/Regional Services Manager		

Customer Escalation Path

Title	Name	Phone Number

Escalations of a more tactical nature will be handled between the AT&T assigned security resource and the appropriate SPOC serving as an escalation point.

9. *Initiation of Work*

AT&T's ability to provide resources will be based on:

- AT&T's acceptance of the customer request
- The customer's approval of the request
- The availability of resources at the time of request

AT&T requires up to four (4) business weeks after SPP and CET are approved by the Customer to begin Service Implementation. The service start date must be mutually agreed to by AT&T and the Customer.

Based upon the information available to AT&T at the time of this request, the following timeline will be used in the fulfillment of the requested services. This information can also be found in the Timeline field on the Business Case tab in the ServiceNow Demand record. This timeline is based upon an approval of the Demand record by the Customer – that will support the Implementation Start Date documented below. The following dates are based upon Demand record approval by the customer within 5 business days of submission to customer for approval.

Billing is based upon Customer approval of a Project Acceptance Letter that is sent to the Customer during the Project Phase of the RFS request - when the implementation is completed, per the Acceptance Criteria in Section 10 of this Solution Proposal Package document. Based on the following Timeline – billing should be expected to begin in September 2025.

- Duration: 20 BDs
- Implementation Start Date (dependent upon approved SPP by the customer): 9/2/2025
- Solution Delivery Date: 10/6/2025

10. *Acceptance Criteria*

The following are acceptance criteria for the service described in this SPP:

- AT&T provides the Customer with the completed IR Plan and Tabletop Exercise after-action presentation.

11. *Resource Management*

AT&T reserves the right to assign resources based on AT&T's understanding of the technical requirements and AT&T resource availability. The Customer agrees that all AT&T contractors are acceptable for this project.

12. *Risks*

AT&T has identified the following potential risks in being able to complete this engagement as defined in the Deliverables and Completion Criteria sections. If any of these risks are in danger of occurring, then AT&T shall invoke the escalation process. If any of these risks do occur, then the Parties agree to resolve the situation via the Change Order Process. Notwithstanding the foregoing, neither of the Parties is bound to use the Change Order Process in the event of a material breach by the other Party.

- Delays in receiving Customer information for the support of the information review though requested artifacts/documentation.
- Delays in collecting information from appropriate sources. The Customer must ensure that proper personnel are provided for interview of current processes, procedures, and policies.

13. *Change Order Process*

Both Parties agree to follow the change control process defined in the Service Management Manual PRO-415-05 Project Change Request Process.

14. *Engagement Contacts*

Walker County

Primary Customer Stakeholder Contact

NAME:

PHONE:

EMAIL:



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

AT&T

Risk and Compliance Project Manager

NAME:

PHONE:

EMAIL:

15. Pricing

15.1 AT&T shall provide the Services and Purchased Equipment (see **Appendix A**) for the Charges stated below.

Resource Unit- Hourly Rate Card	Total Hours	Hourly Rate	Total
Security Risk Assessment Rate Card-Remote—IR Planning	100	253.89	25,389.00
Security Risk Assessment Rate Card-Remote— Tabletop Exercises (2)	120	253.89	30,466.80
Security Risk Tech Writer	16	253.89	4,062.24
Total	236		59,918.04
Pricing above includes DIR 4885 admin fee			

15.2 Additional Pricing Terms and Conditions

- (a) **Defined Scope.** Pricing is based on the currently defined Scope of Work. Any additions or changes to this SOW will necessitate changes in pricing. Pricing herein assumes no project delays will occur that would require AT&T to stop work. AT&T will not be held financially responsible for project delays outside of its control.
- (b) **Invoicing.** AT&T will invoice the Service Charges upon completion of assessment as defined herein. AT&T will invoice Services monthly and will cover any one-time charges or expenses incurred during the previous calendar month.
- (c) **Travel and related Expenses.** Charges do not include expenses for AT&T travel to Customer's facilities. Standard business expenses (e.g., transportation, food, lodging) incurred by AT&T in connection with delivery of the Services will be billed at cost as a separate line item on Customer's invoice. AT&T personnel will incur travel expenses only after receiving permission from Customer's Project Manager.
- (d) **Time and Material ("T&M") Rate.** In the event that the scope of work changes from this SOW or AT&T is requested to perform Services outside of NBH, AT&T will bill Customer at a T&M rate of two-hundred seventy-two dollars and thirty cents (\$272.30) per hour per AT&T consultant for the additional time spent on the change requests. All such out-of-scope matters will be handled via the Change Control Process outlined herein.



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

1. Termination

If Customer terminates this SOW or Services provided hereunder for any reason other than AT&T's uncured material breach, or if AT&T terminates for Customer's material breach:

- 1) Customer must provide 30 days' prior written notice to AT&T.
- 2) Customer will pay all amounts incurred prior to the effective date of termination.
- 3) Customer shall be responsible for paying for all Services rendered, Purchased Equipment ordered, and expenses incurred hereunder as well as any charges associated with early termination of AT&T's subcontracts related to this Project.

(REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK)



**Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale**

APPENDIX A: PURCHASED EQUIPMENT LIST

Not applicable.



Comprehensive Service Order Attachment
AT&T Network Integration Services
Services and Equipment Resale

APPENDIX B: SAMPLE CHANGE REQUEST FORM

Type of Request:	
Initiator (Company):	
Change Request Received by:	
Price Impact:	
AT&T Additional Resources Req'd:	

Task Description:

Other information related to Change:

Impact of Change

Provide a description of the impact of the change (increase in duration, delay in start, cut-over date change, added dependency, additional resources required change to design, change to baseline solution, other).

**AGREED and ACCEPTED:
CUSTOMER:**

By: _____
(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)

**AGREED and ACCEPTED:
AT&T**

By: _____
(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

(Date)

WALKER COUNTY PERSONNEL POLICY MANUAL

3.02 POLICY ON RETIREMENT BENEFITS

COUNTY RETIREMENT

1. Walker County shall participate in the Texas County & District Retirement System. An employee's/elected official's eligibility for retirement is determined by the plan document.

PROGRAM DETAILS

2. Details of eligibility for and benefits provided by the program shall be available for review at the County Treasurer's Office during normal work hours.

PAYROLL DEDUCTIONS

3. The employee's/elected official's share of the retirement contribution shall be deducted from each paycheck.

HEALTH INSURANCE

4. Walker County will pay the health care premium for full-time employees/elected officials who meet ALL of the following criteria until the retiree becomes eligible for Medicare. At the time the employee/elected official who met ALL of the following criteria at retirement becomes eligible for Medicare, the County will pay the premium for a Medicare supplement policy as selected by the County:

a. 20 consecutive years of service immediately preceding retirement from Walker County and employed (hire date) prior to October 1, 2013.

b. Begins drawing a retirement check from TCDRS

5. Walker County will pay the health care premium for full-time employees/elected officials who meet ALL of the following criteria until the retiree becomes eligible for Medicare. At the time the employee/elected official who met ALL of the following criteria at retirement becomes eligible for Medicare, the County will pay the premium for a Medicare supplement policy as selected by the County:

a. 20 consecutive years of service immediately preceding retirement from Walker County and employed on or after October 1, 2013.

b. Begins drawing a retirement check from TCDRS.

c. Walker County health insurance will be paused if other health insurance benefits become available with an outside entity. Once the outside health insurance benefits are no longer available Walker County health insurance will resume. Retirees are responsible for notifying Walker County about insurance status.

BILL ANALYSIS

Senate Research Center
89R9528 JBD-D

S.B. 1173
By: Perry
Local Government
3/21/2025
As Filed

AUTHOR'S / SPONSOR'S STATEMENT OF INTENT

Texas law requires local government entities to utilize a competitive procurement process if the local government is purchasing an item or service that exceeds \$50,000. This threshold has remained unchanged for years. However, the costs of goods and services has radically increased. Local governments have asked that the procurement thresholds be increased to more accurately reflect the rising costs of goods and services.

S.B. 1173 simply raises the local government competitive procurement thresholds from \$50,000 to \$100,000. Therefore, local governments will have more flexibility to pay for goods and services that are below \$100,000.

As proposed, S.B. 1173 amends current law relating to the amount of an expenditure made by certain political subdivisions for which a competitive procurement method may be required.

RULEMAKING AUTHORITY

This bill does not expressly grant any additional rulemaking authority to a state officer, institution, or agency.

SECTION BY SECTION ANALYSIS

SECTION 1. Amends Section 44.031(a), Education Code, as follows:

(a) Requires that, except as provided by Subchapter B (Purchases; Contracts), all school district contracts for the purchase of goods and services, except contracts for the purchase of produce or vehicle fuel, valued at \$100,000, rather than \$50,000, or more in the aggregate for each 12-month period, except as provided by Subchapter B (Purchases; Contracts), be made by the method, of certain methods, that provides the best value for the district.

SECTION 2. Amends Section 252.021(a), Local Government Code, to require a municipality, before the municipality is authorized to enter into a contract that requires an expenditure of more than \$100,000, rather than \$50,000, from one or more municipal funds, to perform certain actions.

SECTION 3. Amends Section 252.0215, Local Government Code, to require a municipality, in making an expenditure of more than \$3,000 but less than \$100,000, rather than \$50,000, to contact at least two historically underutilized businesses on a rotating basis, based on certain information.

SECTION 4. Amends Section 262.003(a), Local Government Code, to provide that any law that requires a county to follow a competitive procurement procedure in making a purchase requiring the expenditure of \$100,000, rather than \$50,000, or less does not apply to the purchase of an item available for purchase from only one supplier.

SECTION 5. Amends Section 262.023(a), Local Government Code, to require the commissioners court of a county, before the county is authorized to purchase one or more items

under a contract that will require an expenditure exceeding \$100,000, rather than \$50,000, to perform certain actions.

SECTION 6. Amends Section 271.024, Local Government Code, to require that the bidding on a contract for the construction, repair, or renovation of a structure, road, highway, or other improvement or addition to real property on the basis of competitive bids, if a governmental entity is required by statute to award the contract, and if the contract requires the expenditure of more than \$100,00, rather than \$50,000, from the funds of the entity, be accomplished in the manner provided by Subchapter B (Competitive Bidding on Certain Public Works Contracts).

SECTION 7. Amends Section 271.054, Local Government Code, to require the governing body of an issuer, before the governing body is authorized to enter into a contract requiring an expenditure by or imposing an obligation or liability on the issuer, or on a subdivision of the issuer if the issuer is a county, of more than \$100,000, rather than \$50,000, to perform certain actions.

SECTION 8. Amends Sections 252.312(b) and (c), Transportation Code, as follows:

(b) Authorizes a purchase in an amount of \$100,000, rather than \$50,000, or less, if the county road engineer so recommends and the commissioners court considers it to be in the best interest of the county, to be made through negotiation by the commissioners court or the court's authorized representative on requisition to be approved by the commissioners court or the county auditor without advertising for competitive bids.

(c) Makes a conforming change to this subsection.

SECTION 9. Makes application of this Act prospective.

SECTION 10. Effective date: September 1, 2025.



Walker County

Purchasing Policy and Procedures Manual

Adopted February 2017, Rev June 2018, Rev January 2022, Rev August ~~11,25~~, 2025

~~Charlsa Dearwester, CTPM~~ Cheryl L. Cowart, CTCD, CTCM

Purchasing Agent

1301 Sam Houston Ave, Suite 235

Huntsville, Texas 77342

purchasing@co.walker.tx.us

We, the undersigned, members of the Purchasing Board for Walker County, Texas, hereby approve the attached Purchasing Policy and Procedures Manual, submitted by the Walker County Purchasing Agent, pursuant to Texas Local Government Code Section 262.

Honorable Judge David Moorman
12th District Court

Honorable Judge ~~Hal R. Ridley~~ Tracy Sorenson
278th District Court

Honorable Judge ~~Danny Pierce~~ Colt Christian
County Judge

PROCEDURAL CHANGE
ACCEPTED BY THE WALKER COUNTY COMMISSIONERS' COURT ON

January 31, 2022August 25, 2025

DANNY PIERCE Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Bill Daugette
Commissioner, Precinct 3

Ronnie White
Commissioner, Precinct 2

Jimmy HenryBrandon Decker
Commissioner, Precinct 4

Table of Contents

Chapter 1: Introduction.....	5
Exhibit 1: Walker County Purchasing Organizational Chart.....	7
Chapter 2: Walker County Purchasing Code of Ethics.....	10
Exhibit 2: Example Walker County confidentiality Memorandum	12
Chapter 3: Purchasing Agent Authority and Responsibilities.....	13
Chapter 4: Purchasing Process, Roles and Responsibilities	14
Exhibit 3: Purchasing Process.....	14
Exhibit 4: Purchasing Process Roles and Responsibilities.....	16
Chapter 5: Other General Purchasing Policies	18
Chapter 6: The Requisition Process	20
Chapter 7: Purchase Orders.....	23
Chapter 8: Thresholds for Purchases	24
Chapter 9: Specifications.....	26
Chapter 10: Competitively Solicited Purchases Exceeding ~~\$50,000~~ <u>100,000</u>	28
Exhibit 5: Procurement Methods	34
Chapter 11: State Purchasing Programs	35
Chapter 12: Cooperative Purchasing Agreements	36
Chapter 13: Procurement of Professional Services.....	37
Chapter 14: Construction Procurement.....	38
Chapter 15: Exemptions to the Competitive Procurement Process	39
Chapter 16: Contract Modification.....	40
Chapter 17: Contract Administration.....	41
Chapter 18: Professional Development and Certification	45
Chapter 19: Property Salvage and Disposal (Disposition)	46
Chapter 20: Inventory (Acquisition).....	47
Chapter 21: Definitions.....	48
Appendix-1 Procurement Card Policy and Procedure Manual	53
Appendix-A Enrollment Request	61
Appendix-B Procurement Card Agreement	62
Appendix-C Limit Change Request Form.....	63
Appendix-2 Check Request / Requisition.....	64
Appendix-3 Procurement Policies and Procedures for Federal Grant Funds.....	65

Chapter 1: Introduction

Background

This manual provides the methods of procurement for the duties and responsibilities of the purchasing agent and county departments. The information included will allow the departments to make decisions necessary to request the purchase of goods and services needed to perform the functions of their departments effectively.

Mission

The mission of the Walker County Purchasing Department is to:

- Ensure compliance with the County Purchasing Act as well as other state and federal laws applying to county purchasing;
- Ensure compliance with policies adopted by Commissioners Court;
- Provide equal access to all vendors participating through competitive acquisition of goods and services;
- Conduct the procurement process in a manner that promotes and fosters public confidence in the integrity of the County procurement policies and procedures; and
- Protect the interests of Walker County taxpayers without regard to any undue influence or political pressures.

Goals of County Purchasing

County purchasing has several goals including but not limited to:

- Adhere to statutory requirements and purchasing policy;
- Purchasing necessary goods and services;
- Obtaining the best possible price for the goods or services without sacrificing the quality needed;
- Ensuring goods and services are available where and when needed and there is a continuing supply available; and
- Guarding against the misappropriation of assets that have been acquired through the procurement process.

County purchasing must also ensure:

- Responsible bidders are given a fair opportunity to compete for the County's business. This can be accomplished by adhering to statutory requirements and by the County's purchasing policies and procedures;
- County funds are safeguarded by insuring that the best value is received for the public dollar; and
- County spending is not used to enrich elected officials or County employees, or to confer favors. To accomplish this, it is necessary to adopt and implement a code of ethics and train County employees to ensure they are aware of their responsibilities in the purchasing area.

Centralized Purchasing

Walker County Commissioners Court has adopted a centralized purchasing structure that provides many benefits:

- It allows for the consolidation of smaller purchases by individual departments into larger volume purchases for the entire county, resulting in lower unit prices and savings;
- Vendors and the business community have a single, central link to the county procurement process to facilitate consistent communication and understanding;
- Purchasing Department personnel accumulate a solid foundation of knowledge and experience about purchasing, marketing trends, prices, and vendors. This expertise assists users to define their needs in order to better save the county money and promotes a more efficient procurement process; and
- Centralized expertise puts the purchasing processes on a professional footing and inspires public confidence in the actions of the County.

Additional Responsibilities

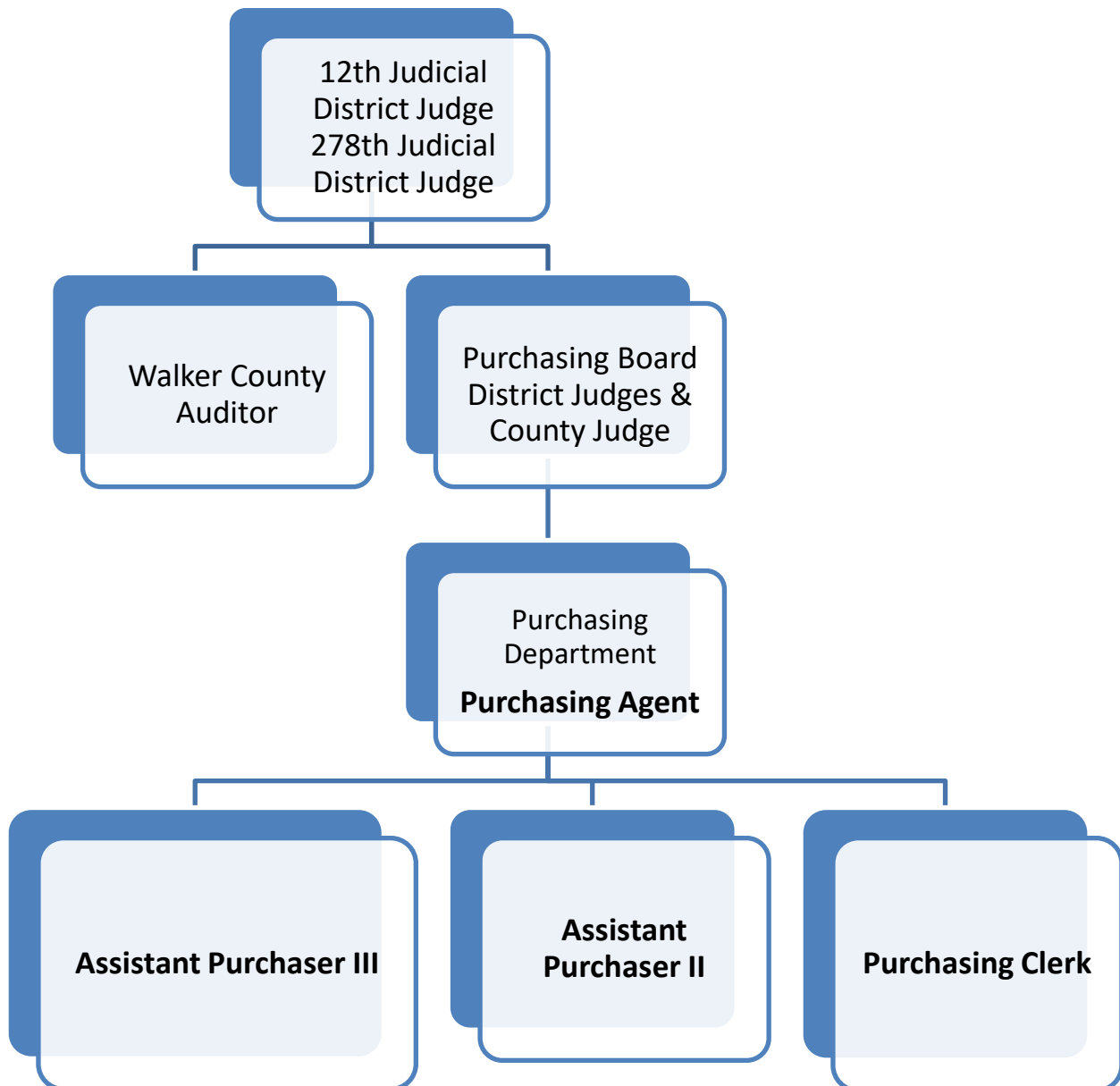
In addition to the above, the Purchasing Department encourages and supports compliance with Texas purchasing laws;

- Works in conjunction with the County officials in the development of efficient financial processes;
- Promotes local business participation in County procurement processes;
- Provides the business community with a central link to County business;
- Proposes and administers Interlocal Purchasing Agreements and Cooperative Purchasing Agreements;
- Develops, implements, and manages a Fixed Asset Management System;
- Conducts annual inventory of all property;
- Oversees and conducts Auctions of Surplus and Salvaged Property;
- Disposes of Seized and Abandoned Property; and
- Oversees and administers risk management procedures concerning property and equipment.

The Purchasing Department is committed to promoting effective, professional, and consistent procurement in Walker County, as well as championing the public perception that tax dollars are wisely spent. This purchasing manual is not static. Purchasing policies and procedures in Walker County will change as needed, evolving to incorporate technological advances and changes mandated by legislation. The organization chart of the Purchasing Department is attached as Exhibit 1.

There are many terms that are used throughout this manual that pertain to purchasing activities. Definitions of key terms are found in Chapter 21.

Exhibit 1: Walker County Purchasing Organizational Chart



Purchasing Laws

The Texas Legislature has enacted purchasing laws. It is the policy of Walker County, acting through its duly appointed Purchasing Agent, to fully comply in all aspects with these laws as they are amended from time to time.

Commissioners Court Adopted Policies

Commissioners Court has adopted policies regulating expenditure of monies. It is the policy of Walker County, acting through its duly appointed Purchasing Agent, to fully comply in all aspects with these policies as they are amended from time to time.

Application

The Purchasing Act (TLGC, 262) applies to all departments, all district, county officials and employees. The Purchasing Agent must purchase or lease all goods and services. The Purchasing Agent must perform all purchasing for all officials, County departments.

Consequences of Non- Compliance

Making separate, sequential or component purchases to avoid the County Purchasing Act's requirement of competitive bidding, or otherwise violating the competitive bidding requirements of the County Purchasing Act, may constitute a class B misdemeanor. See TLGC, 262.034.

Effective Date

These policies and procedures are adopted by the County Purchasing Agent and approved by the Commissioners Court under the authority of the TLGC, 262, and supersedes any previous policies and procedures regarding purchasing.

Precedents and Interpretation

These policies and procedures shall become effective upon approval by the Commissioners Court

- These policies and procedures shall be construed liberally to accomplish their purpose;
- If there is any conflict between the policies and procedures and a State law, or a rule adopted under a State law, or policies adopted by Commissioners Court, the stricter provisions prevail;
- The masculine, feminine, and neutral genders shall be construed to include the other genders as required. The singular and plural shall be construed to include the other number as required;
- Headings and titles at the beginning of the various sections of these policies and procedures have been included only to make it easier to locate the subject matter covered by that section or subsection and are not to be used in construing these policies and procedures;
- If any provision of these policies and procedures or the application of them to any person or circumstances is held invalid, the validity of the remainder of these policies and procedures and the application of them to other persons and circumstances shall not be affected;
- In general, the Purchasing Agent interprets these policies and procedures but the Commissioners Court shall resolve any question about any interpretation of these policies and procedures; and

- Updates may be made to this policy and procedures manual with Commissioners' Court approval.

Chapter 2: Walker County Purchasing Code of Ethics

Policy

It is the policy of Walker County that the following ethical principles govern the conduct of every employee involved, directly or indirectly, in the County procurement process.

Responsibility of County

Employees shall avoid activities that compromise or give the perception of compromising the best interests of Walker County. Employees shall not knowingly use confidential proprietary information for actual or anticipated personal gain.

Conflict of Interest

Employees shall avoid any activity that would create a conflict between their personal interests and the interest of Walker County. Conflicts exist in any relationship where the County's best interest may be different from the employee's best interests or the best interest of someone associated with the employee. Conflicts of interest include an employee participating in any way in any procurement in which:

- The employee or any member of the employee's family has a financial interest in the results of the County procurement process;
- A business or organization in which the employee, or any member of the employee's family, has a financial interest in the result of the County procurement process; or
- Any other person, business, or organization with whom the employee or a member of the employee's family is negotiating for or has an arrangement concerning prospective employment.

Perception

If conflicts of interest exist, the employee shall notify the Purchasing Agent in writing and remove him or herself from the County procurement process.

Gratuities

Employees shall avoid the appearance of unethical or compromising practices in relationships, actions, and communications associated with County procurement.

Employees shall not solicit or accept money, loans, gifts, favors, or anything of value, from present or potential contractors that might influence or appear to influence a purchasing decision. Generally, goods or services with a value of \$50 or less in the aggregate from a vendor during a year do not violate this prohibition unless they influence or appear to influence a specific purchasing decision. If anyone is in doubt about whether a specific transaction complies with this policy, the person should disclose the transaction to the Purchasing Agent for a determination of compliance.

Confidential Information

Employees shall keep the proprietary information of vendors confidential. Employees shall keep County procurement information obtained from a solicitation confidential until after contract award if the solicitation provides for it to be kept secret. The confidential memorandum is as follows:

- All information in the vendor's response is to be kept confidential;
- No discussion of the proposal is to occur with anyone outside of the proposal evaluation committee members with the exception of the designee's Department Head/Elected Official;
- Proposal responses are not to be reproduced and should be returned to the designated Purchasing Department staff after evaluation is completed;
- The Purchasing Department is the sole point of communication for any questions from vendors that arise during the evaluation. All questions and requests for information should be referred to the Purchasing Department. There should not be any discussions between evaluation committee members and vendors during the evaluation and award process; and
- Evaluation committee members must be familiar with and read the Walker County Purchasing Code of Ethics and agree to comply with its requirements including reporting any potential conflict of interest, undue influence from vendors, or attempted communications from vendors during the evaluation process.

Compliance with the requirements outlined in the Confidentiality Memorandum (Exhibit 2) is crucial. If proprietary information of any vendor is compromised during the procurement process, all proposals may be rejected.

Exhibit 2: Example Walker County ~~confidentiality~~Confidentiality Memorandum



Purchasing Department

~~Charlsa Dearwester, CTPM~~Cheryl L. Cowart, CTCD, CTCM, Purchasing Agent

1301 Sam Houston Ave, Suite 235 Huntsville, TX 77320

Phone: (936) 436-4943 Fax: (936) 295-1595

Email: purchasing@co.walker.tx.us

TO: Proposal Evaluation Team Member

FROM: ~~Charlsa Dearwester, CTPM~~Cheryl L. Cowart, CTCD, CTCM

DATE: January 1, 2022

SUBJECT: Request for Proposal (RFP) ~~#C2360-22-001, Widgets~~(Number and Name of Solicitation)

In accordance with the County Purchasing Act, this project was issued as a competitive proposal, and, therefore, all information contained in the responses is to be kept **CONFIDENTIAL** until an award is approved by Commissioners Court.

Until that time, and due to the confidential nature of these proposals, **no discussion of these proposals shall occur with anyone outside the Proposal Evaluation Committee members.** Proposal documents may not be reproduced for any reason and must be returned to (buyer's name) after the evaluation is complete.

Certain information about the proposal, such as vendor name, is public information but may only be released by the Purchasing Department. **Please refer all questions or requests for information to the buyer.**

Please note that if any information about these proposals is compromised, it may be cause for rejection of all proposals.

I understand the above information and instructions and agree to not reveal any content of any proposal to anyone outside the evaluation committee membership. I will not discuss the deliberations of the committee with anyone outside the evaluation committee. I will report any vendor contact concerning this evaluation process or any undue influence on my evaluation of proposals to the responsible buyer.

Additionally, I have read the attached "Walker County Purchasing Code of Ethics", extracted from the Walker County Purchasing Policy and Procedures Manual, and agree to conduct myself in accordance with that code of ethics.

Signature of Evaluation Committee Member

Date

Chapter 3: Purchasing Agent Authority and Responsibilities

Appointment

The Walker County District Judges have created a Purchasing Board to implement a centralized purchasing structure and have given the Purchasing Department that mission. The Purchasing Board, composed of two District Judges and the County Judge, appoints the Purchasing Agent for Walker County to a two-year term and approves the Purchasing Agent's salary.

Statutory Authority and Duties

TLGC, 262, B & C outlines the following duties for purchasing agents:

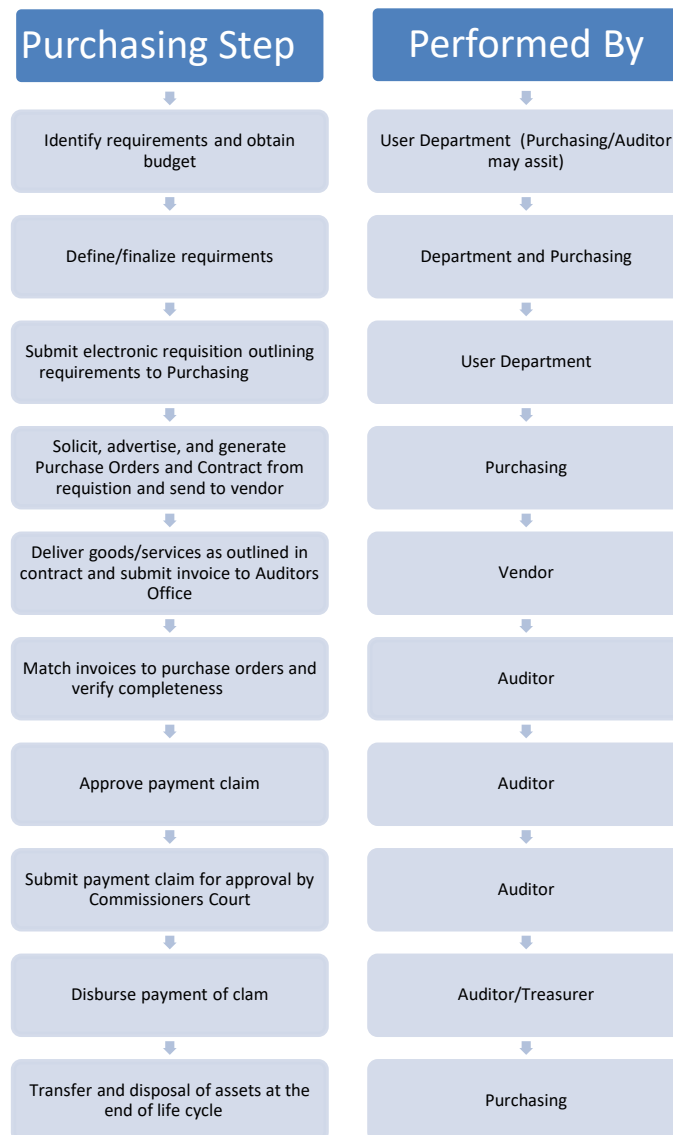
- The Purchasing Agent shall purchase all goods required or used, and contract for all repairs to property used by the County or a department or employee, except purchases and contracts required by law to be made on competitive bid. A person other than the Purchasing Agent may not purchase the goods or make the contract for repairs;
- The Purchasing Agent shall supervise all purchases made on competitive bid and shall see that all purchased goods are delivered to the proper department in accordance with the purchase contract;
- A purchase made by the Purchasing Agent shall be paid for by a warrant drawn by the Auditor on funds in the County treasury in the manner provided by law. The Auditor may not draw and the County Treasurer may not honor a warrant for a purchase unless the purchase is made by the Purchasing Agent or on competitive bid as provided by law;
- On July 1 of each year, the Purchasing Agent shall file with the Auditor and each member of the Purchasing Board an inventory of all property on hand and belonging to the County and each subdivision, officer, and employee. The Auditor shall carefully examine the inventory and make an accounting for all property purchased or previously inventoried and not appearing in the inventory;
- Subject to Commissioners Court approval, to prevent unnecessary purchases, the Purchasing Agent shall recommend the transfer of County goods that are not needed or used, from one department or employee, to another department or employee requiring the goods or the use of the goods. The Purchasing Agent shall furnish the Auditor a list of transferred goods; and
- Subject to Commissioners Court approval, the Purchasing Agent shall adopt policies and procedures necessary for persons to use county purchasing cards to pay for county purchases. (Appendix 1).

Chapter 4: Purchasing Process, Roles and Responsibilities

Purchasing Process

The general purchasing process is outlined in Exhibit 3. It contains several stages with responsibilities that are often designated by statute.

Exhibit 3: Purchasing Process



User Do's and ~~Don't's~~Don'ts

Coordination among County departments is necessary for the process to work smoothly. To avoid delays and comply with County policy and state law, user departments should remember the following:

- Do not commit to acquire goods or services without an authorized purchase order. Anyone obligating an expenditure of funds for goods or services before securing a purchase order may be held personally responsible for the payment;
- Adhere to the County Purchasing Code of Ethics and avoid activities and behaviors that are unethical or create a conflict of interest or the perception of a conflict of interest;
- Ensure funding is available before submitting a requisition. The law does not allow expenditures that exceed budgets. Purchasing does not process requisitions for which there is not adequate funding;
- Plan purchases to minimize the use of emergency and expedited purchases. Rush purchases are generally more expensive and they delay other requisitions already in the system. Vendors may attempt to charge premium prices for goods and services when there is insufficient time allowed to explore alternative sources or option;
- Plan purchases to allow sufficient time to process purchase requests. The Purchasing Department is committed to processing all requisitions within a reasonable amount of time depending on the dollar threshold of the purchase; In general, departments should allow:
 - ❖ 1-3 business days for purchases under \$10,000, that are not being quoted for competitive pricing.
 - ❖ 3-5 business days for purchases requiring verbal or written quotes, purchases between \$10,000.01 to \$20,000.00.
 - ❖ 10-12 business days for purchases requiring informal bids, purchases between to \$20,000.01 to \$49,999.99.
 - ❖ 4-6 weeks for purchases requiring formal bids, purchases exceeding ~~\$50,000~~100,000100,000.00.
- Ensure that purchasing policies and procedures are understood before ordering. Departments must assure that all employees responsible for making department purchase requests ("purchasing liaisons") have read and understand the purchasing procedures in this manual. Departments should also ensure that liaisons attend any training provided by the Purchasing Department;
- Do not acquire goods or services without sufficient funds available in your departmental budget.
- Since the County does not have centralized receiving, each department is responsible for individually receiving goods and services. Departments should contact Purchasing if performance issues such as shortages, late delivery, or damaged merchandise occur; and

- If the item received is a fixed asset that must be tracked and reported, departments should contact the Fixed Asset Manager in Purchasing to coordinate tagging.

Roles and Responsibilities

There are specific roles and responsibilities for both users and the Purchasing Department during the competitive procurement process. They protect the integrity of the process and provide fair and equal access to all vendors seeking to do business with Walker County. Exhibit 4 outlines the primary roles and responsibilities.

Exhibit 4: Purchasing Process Roles and Responsibilities

Process	User Department Role/Responsibility	Purchasing Department Role/Responsibility
Requirements Definition/ Specification Development	1. Identifies what is needed, when it is needed, the quantity needed and where it is needed and works with Purchasing Department to document need in writing a specification 2. Ensures funding (budget) is available to support need. 3. Sends specification and requisition with the funding to Purchasing Department. 4. Works with Purchasing Department to develop evaluation criteria/formats (as applicable).	1. Consults with User Department in development of specification and procurement process to be used. 2. Reviews specification to ensure that it is descriptive and specific but does not prevent competitive bidding of comparable goods. 3. Works with user department to develop evaluation criteria/format (as applicable) 4. Prepares agenda item for Commissioners Court (if applicable)
Solicitation	1. Reviews solicitation documents before issuance to ensure department needs are met. 2. Provides Purchasing Department with a list of potential vendors that can meet the solicitation requirements. 3. Provides technical clarifications to Purchasing Department if vendor questions arise 4. Supports pre-solicitation conferences (as applicable)	1. Develops solicitation documents based on specification and sends to user department for review before final issuance. 2. Issues solicitation to vendors on the vendor list (and those identified by user department). 3. Advertises solicitation in accordance with State law. 4. Conducts pre-solicitation conferences (as applicable). 5. Provides answers or clarifications to vendors before solicitation closes. 6. Receives and logs vendor responses 7. Prepares responses for evaluation and sends to user department.
Evaluation and Negotiation (as applicable)	1. Evaluators from Department sign confidentiality memorandum and send to Purchasing Department (as applicable). 2. Evaluates response based on established evaluation criteria and formats. 3. Completes evaluation and submits recommendation to Purchasing Department. 4. Works with Purchasing Department to develop negotiation strategy (as applicable). 5. Participates as member of negotiating team to negotiate Best and Final Offers (BAFOs) (as applicable). 6. Works with Purchasing Department to co-develop final recommendation for award.	1. Issues confidentiality memorandum to all evaluators before evaluation commences (as applicable). 2. Supervises evaluation process to ensure consistent and fair application of evaluation criteria. 3. Acts as point of contact for evaluator requests and communications to vendors for additional information. 4. Compiles individual evaluation results and works with users to develop recommendation for award and prepares contract award agenda item for Commissioners Court or 5. Works with user department to develop negotiation strategy (as applicable),

	7. Provides information to Purchasing Department (memorandum) to support contract award agenda item preparation and drafting.	6. Leads negotiating team to negotiate BAFOs (if applicable). 7. Receives BAFOs and co-develops final recommendation for award (if applicable) and 8. Prepares contract award agenda request for Commissioners Court.
Contract Modifications	1. Request modifications in writing to Purchasing Department 2. Reviews draft and final modification to ensure it meets department needs	1. Evaluates modification request and works with user department to develop modifications 2. Coordinates with vendor and user department to develop draft modifications 3. Works with Criminal District Attorney to review and finalize modifications 4. Obtains appropriate signatures (vendor, attorney, etc.) 5. Purchasing Agent approves modifications for purchase orders or develops Commissioners Court agenda item for approval on contracts depending on type and amount of modification
Contract Performance Monitoring	1. Receives copy of contract and monitors vendor performance and delivery 2. Notifies Purchasing department of non-performance and provides written documentation outlining details of non-performance (dates, description of problem, etc.) 3. Works with Purchasing Department to develop acceptable corrective actions (as applicable)	1. Maintains complete contract file with supporting documentation during term of contract 2. Works with vendor to resolve performance issues as identified by user department 3. Develops corrective actions and timetables for completion to resolve performance issues and documents in contract file (as applicable) 4. Works with user department and Criminal District Attorney to terminate contract when necessary because of non-performance 5. Prepares contract termination agenda item for Commissioners Court action (if required)

Chapter 5: Other General Purchasing Policies

County Auditor Funds Verification

According to TLGC, ~~113.064~~ and 113.064 and 113.065, the County Auditor shall:

- Examine and approve each claim, bill and account against the county; and
- Audit and approve only those claims that have been incurred as provided by law, including the laws governing county budgeting and purchasing. Thus, a payment for a purchase that is not included in the county budget, must be approved by Commissioners Court.

IT Review of Data Processing Equipment

The Information and Technology Department (IT) reviews all purchase requests made by departments for software, hardware and other data processing equipment and provides a written assessment to the requesting department and Purchasing Department. This procedure is to ensure compatibility and standardization. IT may provide the Purchasing Agent with a list of the goods and services that have been pre-approved and need no additional review. To purchase any other data processing goods or services, the User department must obtain IT approval.

Sheriff's Review

For acquisition of security equipment and during the planning stages of security projects, the Sheriff's Department should be consulted.

Recycling Policy

Walker County supports the purchase of recycled materials, both in products that are reduced to raw material and remade into material that can be used for other purposes, as well as items that can be rebuilt or remanufactured and placed back into service for continuous use.

Risk Management Coverage

Loss or damage to County property should be coordinated through the Purchasing Agent.

- Vehicle accidents occurring during normal business hours M-F, 8-5, must be reported within 4 hours to the Purchasing Agent. After normal business hours the accident must be reported immediately on the next business day; and
- Vehicle accidents occurring within the city limits must have a police report; accidents occurring outside of the city limits require a Department of Public Safety or County Sheriff's Department report. Depending on location, either a city police, DPS, or Sheriff's Department report is required for insurance consideration. Within ten days of the accident, forward to the Purchasing Agent the following information:
 - ❖ Immediate drug test verification
 - ❖ Any Police, DPS or Sheriff's Department Reports
 - ❖ Any departmental incident reports with driver's statement
 - ❖ Photographs of vehicles and video of accident if available

Emergency Purchases

Emergency purchases are initiated to meet a critical, unforeseen need of the County. The County's ability to serve the public would be impaired if, purchases are not made immediately. Emergency purchases are exempt from standard purchasing procedures; TLGC, 262.024

Bonding Requirements

The Purchasing Agent, with the approval of the Commissioners Court, determines whether a bond of any sort is required.

Vendor Credit Cards

Purchase orders that require the use of their (Vendor) credit card will require the user department to sign the register in the Purchasing Department and pick-up the card and a tax exemption form (if required). A signed Credit Card Policy must be signed prior to the release of the card.

Purchasing Card Policy

The Walker County Commissioners Court approved the use of a Procurement Card program for small dollar purchases to increase efficiencies and expedite purchases and payment. A copy of the approved Policy and Procedures Manual is attached in Appendix 1.

Prepayments and Advance

Generally, prepayment is not authorized for any purchase of supplies, materials, equipment or services. Any exception or deviation from this policy must be approved by Commissioners Court or Governing Board

Reimbursements

Refer to Chapter 6: The Requisition Process to determine if a requisition is required. If a requisition is not required then choose from the following three options

- Personal Reimbursement- If you are requesting a personal reimbursement, you do not fill out the standard requisition form, instead use the Check Request/Requisition form found in Appendix 2. You will then attach the receipt and forward the form to the County Auditor Department. (Please note Sales Tax WILL NOT be reimbursed.)
- Reimbursement of training/travel related costs- see the Travel Policy in the Personnel Manual. Use the appropriate travel form for Non-Overnight Travel, Overnight Travel, or Mileage Reimbursement. Forward the completed form to the County Auditor Department.

Chapter 6: The Requisition Process

Definition:

Requisition: is the formal request for a purchase to be made. It outlines the specifications of the good(s) or services needed.

Purpose

The department's purchase requisition authorizes the Purchasing Department to enter into a contract with a vendor to purchase goods or services. This automated form is for internal use and cannot be used by a department to order materials directly from a vendor.

Policy

Walker County uses an automated requisitioning system. Based on pre-established budget line items, the user department enters purchase requisitions into the financial software system. Adequate budget funds must be available in the departmental line items before the Purchasing Department can purchase the requested goods and services. Manual requisitions and purchase orders are not acceptable, unless the Purchasing Agent has approved the manual process in writing. All purchase orders require a requisition manually or electronically signed by a person authorized to approve a purchase in each department. The only exceptions to automated purchase orders are the requests of payment processed directly by the Auditor's Department for the following goods or services:

- Orders of the Court, Example: Attorney fees, commitment charges, payments to other counties for services, payment to detention facilities for residential services, expert witnesses, court reporters, jurors, or court related psychiatrists or psychologists (copy of order with signature of Judge is required)
- State and Federal governments and their agencies
- Bailiff Services
- Foster care payments for allowances
- Professional services, Example: on-going contracts, contract Engineer
- Name and similar searches, Example: Lexis Nexis, West Law
- Employee registrations for seminars/training (unless the entity requires a purchase order)
- Travel reimbursements, Example: expenditures, mileage, per diem
- Membership dues for Organizational Affiliates clearly related to job function
- Subscriptions for Organizational Affiliates clearly related to job function
- Intra/Inter Local contracts and payments to state agencies and other governments, quasi-governments, Volunteer Fire Departments
- Recurring payments required by statute, Example: Appraisal District
- Certain Service Contracts approved in the budget, Example: Animal Shelter, Tri-County
- Employee Benefits Payment Example: health insurance, retirement and other payments related to payroll
- Insurance payments
- Inmate charges, Example: Hospital, lab charges, doctors and other

- medical services (not supplies)
- All bonds to include notary
- Legal notices
- Postage
- Rental of post office boxes
- Refunds including tax, EMS and refunds from other fee offices and fees/payments
- Tax refunds and fees/payments to delinquent tax attorney
- Autopsy
- Transportation for autopsy or other funeral home charges
- Utilities
- Update services for books & periodicals
- Software maintenance
- Annual licenses & maintenance fees
- Pre-Employment Physical & Drug Screen testing
- Newspaper ads
- Estray services
- Vehicle Inspections
- Services provided per court approved contracts
- Telecommunications

Procedure

Purchase requisitions should fully describe what to purchase and where the goods/services are to be delivered/performed. After the Purchasing Department receives a purchase requisition, it determines the appropriate purchasing method based on the cost of the purchase, the goods and services to be purchased, the existing contracts for goods and services and other relevant factors. Specific instructions on entering purchase requisitions into the financial software system are not covered in this manual. The user department can contact the Purchasing Department for training.

Types of Purchase Requisitions

The Purchasing Department classifies purchase requisitions according to the type of action and the time required for the purchase. There are five types:

- Contract Requisitions- Normal purchases of items ordered from existing contracts.
- Routine- Normal purchases that are not under contract but under \$10,000.
- Expedited- Purchases where the goods or services are needed sooner than the routine cycle time. Expedited purchases generally do not qualify as emergency purchases and are subject to all applicable bidding requirements. Expedited purchase requisitions require 1 to 3 working days to process. Expedited purchases are **not** emergency purchases. They are goods or services needed quickly to prevent costly delays, and therefore warrant the additional cost and effort caused by the interruption of the normal work routine. They should not be used unless absolutely required. There are two types of expedited purchase requisitions:

- ❖ Walk Through- Purchases for goods or services needed within three business days to avoid work interruption, loss of service or significant added cost of operations. The user department should notify the Purchasing Department immediately after entering the purchase requisition into the financial software system.
- ❖ Work Stoppage- Purchases for goods or services needed immediately to prevent work stoppage due to unanticipated conditions. The user department should notify the Purchasing Department immediately upon entering the purchase requisition into the financial software system and should also provide written documentation of the existence of a work stoppage for the contract file (written comments in the requisition or email justification from Department Head or designee are acceptable documentation). The Purchasing Department instructs the user department on what action to take.
- Emergency – Purchase of any goods or services needed because of an emergency condition that the Commissioners Court has ordered exempt, in compliance with the Purchasing Act (TLGC, 262.024). All emergency exemption orders must be processed through the Purchasing Department. Emergency purchases with a total cost exceeding ~~\$50,000~~100,000100,000 must be exempted from the requirements of the Purchasing Act by order of Commissioners Court. Emergency purchases with a total cost under \$10,000 are handled like an expedited purchase requisition. The user department should immediately contact the Purchasing Agent so that proper action can be initiated immediately.

Chapter 7: Purchase Orders

General Information

Requisitions will be converted to a purchase order after it has been processed and the Purchasing Department will print a copy for the department. Approval will be based on the request meeting the purchasing requirements outlined in this manual.

Types of Purchase Orders

Purchase orders will be one of three types:

- Standard purchase orders- specific to the item(s) listed on the purchase order;
- Open purchase orders- allows purchases of a general type to a specific vendor within specific dollar limits; Example: minor equipment repairs, parts house, and building supplies. This type of purchase order is encumbered in your budget and
- Blanket purchase orders- (sometime called a Purchase Agreement) which allows an unknown quantity of a specific product(s) to be purchased for a specific price for a specific time. Blanket purchase orders require a guaranteed price and a specific time period and are generally limited to a formal contractual or bid document. This type of purchase order is not encumbered and will not show against your budget until purchase has been paid for.

Procedure

Prior to issuing a purchase order, the Purchasing Agent shall ensure that the purchase is in compliance with state law, these policies and procedures, other policies concerning the expenditure of funds and budget adopted by Commissioners Court, and ensure that the purchase is in compliance with the current adopted budget and within remaining budgeted funds.

Distribution of Purchase Orders

- One copy of the purchase order is retained by the Purchasing Department.
- One copy to the Auditor's office
- One copy to the Department
- One copy to the vendor with the standard terms and conditions.

Freight

If the vendor charges freight, it will be entered as part of the purchase order. If the vendor does not charge freight when providing the quote, the Purchasing Department will indicate in F.O.B., DPA (destination prepaid and add) and the Auditor will pay this amount without requiring a change order.

Chapter 8: Thresholds for Purchases

If a requisition requires an expenditure of funds the Purchasing Department shall use the following guidelines:

- All purchases made by the County in excess of \$20,000.01 must have award approval by Commissioners' Court.
- Cooperative contracts (Co-Op's) may be used for purchases or alternative solicitations listed below. All contract numbers must be noted on the purchase order.
- All purchases requiring a requisition exceeding \$10,000 will be reviewed by the County Auditor prior to the conversion to a purchase order.
 - ❖ **\$0.00 TO \$10,000.00**
Verbal or written quotations may be solicited by the Purchasing Department and/or the department requesting the purchase if deemed necessary.
 - ❖ **\$10,000.01 TO \$20,000.00**
Written quotations will be solicited by the Purchasing Department and/or the department requesting the purchase. All quotations will be documented and/or attached to the requisition.
 - ❖ **\$20,000.01 TO \$49,999.99**
Solicitations will be conducted by the informal bid process.
 - ❖ **Purchases Exceeding ~~\$50,000~~100,000100,000.00**
Solicitation will be conducted by the formal sealed bid process which is governed by statute (TLGC, 262.023).

Policy and procedures for Purchases under \$10,000

For purchases of goods and services totaling less than \$10,000, Verbal or written quotations may be solicited by the Purchasing Department and/or the department requesting the purchase if deemed necessary

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. The Purchasing Agent is authorized to select the vendor and to perform all actions necessary to conclude a contract for the purchase of the goods and services. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases \$10,000.01 TO \$20,000.00

For purchases of goods and services totaling \$10,000.01 TO \$20,000.00 Three (3) written quotations will be solicited by the Purchasing Department and/or the department requesting the purchase. All quotations will be documented and/or attached to the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. The Purchasing Department is authorized to select the vendor and to perform all actions necessary to conclude a contract for the purchase of the goods and services. If the vendor offering the lowest price

is not used, a notation is made in the quotation documentation to indicate the reason another vendor is selected. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases \$20,000.01 TO \$49,999.99

For purchases of goods and services totaling \$20,000.01 TO \$49,999.99, solicitations will be conducted by the informal bid process or through a cooperative contract. All informal bid documents will be documented and/or attached to the requisition. If a cooperative contract is used the contract number will be on the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. Based on the information in the purchase requisition the Purchasing Department will prepare informal bid documents unless purchased through a cooperative contract. The Purchasing Department will make a recommendation to Commissioners Court for a selected vendor. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Policy and procedures for Purchases exceed ~~\$50,000~~100,000

For purchases of goods and services that exceed ~~\$50,000~~100,000, solicitations will be conducted by the formal bid process or through a cooperative contract. All formal bids will be documented. If a cooperative contract is used the contract number will be on the requisition.

Procedures

The user department submits a purchase requisition to the Purchasing Department with detailed descriptions of the goods or services required. Based on the information in the purchase requisition the Purchasing Department will prepare formal bid documents unless purchased through a cooperative contract. The Purchasing Department will make a recommendation to Commissioners Court for a selected vendor. The claim for payment will be subject to audit by the County Auditor and approval by the Commissioners Court.

Commodity Purchase Limits

Important: If cumulative purchases from a single commodity code are anticipated to exceed ~~\$50,000~~100,000 in a fiscal year, then formal competitive bidding is required and an annual term contract is established. Cumulative purchases include countywide purchases, and are not limited to departmental requirements.
(e.g. fuel, tires, office supplies)

Violations and Penalties

Intentionally separating purchases or invoices to avoid the ~~\$50,000~~100,000 formal competitive bidding limit is a violation of the Purchasing Act

Vendor Contracts

Any contract that requires the signature of the Vendor must be reviewed by the Criminal District Attorney and approved by Commissioners Court.

Chapter 9: Specifications

Definition

A specification is a concise description of goods or services that user departments seek to buy, and the requirements the vendor must meet to be considered for the award. A specification may include requirements for testing, inspection, or preparing any goods or services for delivery, or preparing or installing them for use. The specification is the total description of the goods and services to be purchased.

Purpose

The primary purposes of any specification is to provide vendors with firm criteria about a minimum standard acceptable for goods or services by providing reasonable tests and inspections to determine their acceptability and to provide purchasing personnel with clear guidelines from which to purchase. As a result, the specification also:

- Promotes competitive bidding, and
- Provides a means to make an equitable award to the lowest and best bid from a responsible bidder.

Preparation

In writing specifications, user departments are encouraged to obtain an existing specification before starting to write a new one. The existing specification can provide ideas and examples that can be customized for Walker County purposes. The user department should contact the Purchasing Department for assistance in obtaining existing specifications to facilitate the specification development process. There are numerous sources for specifications. These include other governments, professional trade associations, professional purchasing associations and user knowledge. Some specification libraries that are available include:

- Texas Specification Library located at the Texas Building and Procurement Commission website: http://www.tbpc.state.tx.us/spec_lib/index.html
- General Services Administration, Federal Supply Service – Specifications Section found at www.gsa.gov
- Texas Department of Transportation Standard Specification Index located at http://www.dot.state.tx.us/gsd/purchasing/tssi_alpha.htm
- Texas County Purchasing Association. Contact Purchasing for assistance because this is available to members only.

The user department, occupant department, or an outside agency may propose specifications. To ensure compliance with legal purchasing requirements, the Purchasing Department has final acceptance of the specifications, except those for construction projects. This ensures proper quality control and avoids the proliferation of conflicting specifications in the different County Departments. The Purchasing Department may submit any purchases that were not approved in the budget process to Commissioners Court before specifications are prepared and advertised so the Commissioners Court may determine whether to transfer funds or amend the budget to make the purchase. To facilitate specification development and avoid duplication of their efforts, user departments should submit their specifications in electronic format to the Purchasing Department.

Characteristics

An effective specification has the following characteristics:

- **Simple:** Avoids unnecessary detail, but is complete enough to ensure that purchased goods and services satisfy their intended purpose.
- **Clear:** Uses terminology that is understandable to the user department and vendors. Eliminates confusion by using correct spelling and appropriate sentence structure. Avoids the use of jargon and “legalese”.
- **Accurate:** Uses units of measure that are compatible with industry standards, identifies all quantities, and describes packing requirements.
- **Competitive:** Identifies at least two commercially available brands, makes, or models (whenever possible) that satisfy the intended purpose. Avoids unneeded “extras” that could reduce or eliminate competition and increase costs.
- **Flexible:** Avoids situations that prevent the acceptance of a response that could offer greater performance for fewer dollars. Uses approximate values that are within a 10% range for the dimensions, weight, speed, etc. (whenever possible) if these values can satisfy the intended purpose.

Types

The Purchasing Department uses a number of specification types:

- **Design-** Details description of a good or service, including details of construction or production, dimensions, chemical composition, physical properties, materials, ingredients and all other details needed to produce an item of minimum acceptability. Design specifications are usually required for construction projects, custom produced items and many services.
- **Performance-** Details required performance parameters such as required power, strength of material, test methods, standards of acceptability, and recommended practices. Performance specifications are usually used for capital equipment purchases.
- **Brand Name or Equal-** Lists goods or services by brand name, model, and other identifying specifics, except that products with performance equivalent to the characteristics of the named brand are specified as acceptable. Other manufacturers may provide a nearly identical product under another brand name. The Purchasing Department uses this method only if there is sound justification. The burden of justification rests with the user department.
- **Industry Standard-** States an industry standard that is identical, regardless of manufacturer that results in acquisition of goods of uniform quality. The UL standard for electrical products is an example of an industry standard.

Chapter 10: Competitively Solicited Purchases Exceeding ~~\$50,000~~100,000

Definition and use

There are two types of solicited purchases: 1.) competitive bidding and 2.) competitive proposals. Competitive bidding means letting available vendors compete with each other to provide goods or services (Exhibit 6). Texas courts define this concept as follows:

"Competitive bidding requires due advertisement, giving opportunity to bid, and contemplates a bidding on the same undertaking upon each of the same material items and services covered by the contract; upon the same thing. It requires that all bidders be placed upon the same plane of equality and that they each bid upon the same terms and conditions involved in all the items and services and parts of the contract, and that the proposal specify as to all bids the same, or substantially similar specifications." Sterrett v. Bell, 240 S.W. 2d 516 (Tex. Civ. App.—Dallas 1951, no writ).

Purpose of Competitive Bidding

Texas courts also state:

"The purpose of competitive bidding is to stimulate competition, prevent favoritism, and secure the best work and materials at the lowest practicable price for the best interest of the taxpayers and property owners." Sterrett v. Bell, 240 S.W. 2d 516 (Tex. Civ. App.—Dallas 1951, no writ).

- The first purpose of competitive bidding is to ensure the best possible value is received. Competitive biddings also increase the likelihood that public monies are spent properly, legally, and for public projects only.
- The second purpose is to give those qualified and responsible vendors who desire to do business with the County a fair and equitable opportunity to do so.

Competitive Bidding

The term "Formal Competitive Bidding" used in this manual is generally used in County purchasing when the bidding process complies with TLGC, 262.023, which requires approval by the Commissioners Court. "Sealed" bids are solicited through an Invitation for Bid (IFB) for contracts expecting to exceed ~~\$50,000~~100,000. The IFB is the document used to solicit bids from vendors in response to the County's specifications and contractual terms and conditions. The Purchasing Department along with the Official or Department Head suggest award recommendations to the Commissioners Court. The awarded IFB with the Notice of Contract Award letter signed by the Purchasing Agent forms the contract between Walker County and the vendor. Competitive bids are not negotiated. With few exceptions, price is the sole determinant factor if the vendor's product or services.

Competitive proposals

The term “Formal Competitive Proposal” used in this manual is generally used in County purchasing when the solicitation process complies with TLGC, 262.030, which requires approval by the Commissioners Court. Competitive proposals are solicited through a sealed Request for Proposals (RFP) process. Vendors submit responses to the RFP for consideration. The RFP solicits proposals from vendors in response to the County's requirements and contractual terms and conditions. A formal contract, reviewed by the Criminal District Attorney's Office, must be approved by the Commissioners Court. While the competitive proposal (RFP) process is similar to the competitive bidding (IFB) process, there are notable differences. The primary difference is that the RFP results in a negotiated procurement. Cost is not the only determining evaluation factor; however, its relative importance to other evaluation factors must be specified in the RFP and considered in recommending award. Also, the proposals are received, but are not opened publicly. Proposal contents are not disclosed until after the contract is awarded. Proposal contents that are trademarked or proprietary may remain confidential pursuant to the Texas Public Information Act (Chapter 552, Texas Government Code).

Procedures

In Walker County, competitive solicited procurements which call for approval by Commissioners ~~Court due~~Court due to expenditure in excess of ~~\$50,000~~100,000 is required to comply with this policy, with few exceptions, are accomplished by the following process. Throughout this chapter, “bids” are vendor responses in the IFB process and “proposals” are vendor responses in the RFP process. Unless specifically noted, the procedures apply to both the IFB and RFP.

Defining the Need

When the need for a good or service costing more than ~~\$50,000~~100,000 is identified, the user department should immediately contact the Purchasing Department for assistance in developing the specifications. The specification should be comprehensive and broadly defined to allow for maximum competition. The user department is responsible for submitting a Statement of Work (SOW) or Technical Requirements, which functionally defines its needs and requirements. Purchasing Department staff ensures that the SOW or Technical Requirement is quantified and structured to:

- Secure the best economic advantage utilizing best value;
- State the needs clearly;
- Be contractually sound;
- Be unbiased toward vendors;
- Encourage innovative solutions to the requirement described; and
- Permit free and open competition to the maximum extent reasonably possible.

Notice: Once the Purchasing Department has finalized the specification or requirements with the user department, the Purchasing Department prepares the solicitation for issuance and publishes a notice of the proposed purchase that complies with the requirements in TLGC, 262.025. According to TLGC, 262.025, notice of a proposed purchase must be published at least once a week in a newspaper of general circulation in the County, with the first day of publication occurring before the 14th day before the date of the

solicitation opening. If necessary, advertising time can be extended. The notice must include:

- The name and telephone number of the purchasing agent;
- The county website address;
- The specifications (requirements) describing the goods and services to be purchased, or a statement of where the specifications (requirements) may be obtained;
- The time and place for receiving and opening solicitations and the name and position of the employee to whom the solicitations are sent;
- Whether the vendor should use lump-sum or unit pricing;
- The type of bond required of the vendor; and
- The method of payment by the County.
- Type of Insurance

Special Considerations

- **IFB:** If unit pricing is required, the County must specify approximate quantities estimated on the best available information. The Purchasing Agent explains how the lowest price is calculated in the ~~RFB~~IFB.
- **RFP:**
 - ❖ The Purchasing Department publishes a notice of the proposed purchase unless Commissioners Court approval of the RFP is required.
 - ❖ The Commissioners Court must approve advertising for any RFP for which there is not adequate funding approved in the budget and for which Auditor has not verified that the goods and services sought have been approved by the Commissioners Court in the budget process.
 - ❖ If the RFP is for high technology goods and services, Information Technology must review it before it is advertised.
 - ❖ For all other purchases, the Commissioners Court delegates its authority to approve the requirements to the Purchasing Agent.

Amendment of Solicitation

The Commissioners Court authorizes the Purchasing Agent to extend the proposal opening date on the notice of a solicitation if an error is discovered, or the nature of the goods or services requires an extension. The Purchasing Agent may amend a solicitation:

- If inquiries about the meaning indicate the need for an amendment to clarify its original intent or to correct clerical errors;
- If the changes are so insignificant that they are not likely to matter to the vendor in determining ability to respond; and
- If the amendment does not change the general scope.

There should be at least three days between the date of the amendment and the opening date in the notice. If there are less than three days, the opening date is extended to allow for a minimum of three days between the date of the amendment and the opening date in the amendment.

Pre-Bid (Proposal)

TLGC, 262.0256 allows counties to require potential vendors to attend a mandatory pre-bid (pre-proposal) conference to discuss contract requirements and answer vendor questions. The Purchasing Agent works with the user department to determine if a pre-bid (pre-proposal) conference is necessary and whether attendance is mandatory or optional. Purchasing staff manages any pre-bid (pre-proposal) conference and requests that the user department makes staff available to answer questions at the conference.

Receipt of Competitive Solicitations

To ensure the identification, security, and confidentiality of responses to solicitations, the following procedures are adhered to:

- The Purchasing Agent receives all responses as specified by the solicitation document.
- Solicitations are not received after the opening time on the day of response opening. Should a response arrive by mail after the specified time delivery will be refused. All responses received and not refused after the opening time are returned unopened to the vendor with a letter from the Purchasing Agent notifying the vendor that the submitted response was received after the due date and time.
- The Purchasing Department records the time and date the response was submitted.
- After a response is received, the Purchasing Department provides a secure place to hold it until the opening date. The responses are only received sealed and remain sealed until the Purchasing Department opens them in a public forum on the advertised date and time.

On occasion, responses that are received in the mail or by other independent carrier may be inadvertently opened. If this situation occurs, another employee of the Purchasing Department is immediately called to act as a witness that the details of the response (especially the price for a bid) were not reviewed and the response is re-sealed by that employee of the Purchasing Department, and the incident is documented. The above process is undertaken to preclude any perception of favoritism, revealing prices or response information. Publicly receiving sealed responses and recording the submission of requested responses is intended to inhibit any perception that the Purchasing Department is manipulating the receipt of solicitations.

Public Opening of Solicitations

- **IFB:** The Purchasing Agent publicly opens and documents the bids on the date, time, and place specified in the notice. Preliminary tabulations are provided to the public upon request
- **RFP:** The Purchasing Agent publicly opens and documents sealed proposals on the date, time, and place specified in the notice. Only the names of vendors submitting proposals are announced.
- Proposals are opened to avoid disclosure of contents to competing proposers and are kept secret during the process of negotiation. All proposals that have been submitted are available and open for public inspection after the contract is awarded, except for trade secrets and

confidential proprietary information contained in them. Disclosure of all information obtained from a vendor is subject to the provisions of the Texas Public Information Act.

Confidentiality Memorandum

RFP: As fully described in Chapter 3 of this manual, the Purchasing Department uses a confidentiality memorandum to ensure compliance with the ethics policy for keeping proprietary information confidential. Before the evaluation of confidential proposals, the Purchasing Department sends a memorandum to evaluation committee members for signature and certification. The memorandum contains requirements to which the evaluation committee member is expected to adhere during the competitive process to keep information confidential until the Commissioners Court approves an award. These requirements also include disclosure of any potential conflict of interest, or any attempted communication by the proponent to evaluation committee members during evaluation.

Evaluation

- **IFB:** The Purchasing Department evaluates all bids with assistance from the user department and recommends the lowest responsible bid to the Commissioners Court for award. The Purchasing Department evaluates bids based on:
 - ❖ The relative price, including the cost of repair and maintenance if heavy equipment is the subject of the bid or the cost of delivery and hauling if road construction is involved;
 - ❖ The compliance of goods and services with specifications; and
 - ❖ The vendor's past performance, the responsibility of the vendor, including the vendor's financial and practical ability to perform the contract, and the vendor's safety record if the ~~RFB~~ IFB states that it is to be considered.

The Purchasing Department forwards copies of the bids and the Bid Tabulation Package to the Official or Department Head for completion and signature. The user department recommendation and other appropriate documentation from the user department are submitted with the agenda request to justify the recommended award. When the lowest priced bid is not the best bid, clear justification for not selecting the lowest bid must be documented. Commissioners Court either approves the recommendation or rejects all bids and authorizes the Purchasing Agent to re-bid the goods or services.

- **RFP:** The Purchasing Department supervises the evaluation process performed by the user department or committee to ensure that the evaluation is conducted fairly and consistently and that the integrity of the process is maintained. Depending on the procurement, there may be additional technical evaluation assistance provided by the Criminal District Attorney, Auditor, Information Technology, or Maintenance, if applicable.

The RFP must specify the relative importance of price and other evaluation factors including the relative weight of each factor. Evaluators only use these specified

factors in evaluating the proposals. Purchasing staff leads the evaluation team and is responsible for:

- Tabulating scores
- Calculating values and
- Either- 1. Coordinating follow-up meetings for Best and Final Offer negotiations and recommending an award or 2. Discontinuing the process.

After the evaluation is completed, Purchasing forwards an evaluation summary to the Official or Department Head for concurrence with the selection and requests that the Official or Department Head submit a memo to the Purchasing Agent signifying their concurrence. Purchasing makes the recommendation to Commissioners Court.

Note: For high visibility or high dollar value procurements, the Purchasing Agent may take the recommendations to Commissioners Court and request its approval to negotiate with top ranked firm(s) before requesting best and final offers

Negotiations (RFP)

The Purchasing Agent supervises all negotiations. Any conversations with proposers must be coordinated with the Purchasing Agent. A member of the Purchasing Department should be present for all discussions with proposers. Departments that contact proposers without coordinating with the Purchasing Agent risk jeopardizing the integrity of the County procurement process. All proposers must be accorded fair and equitable treatment with respect to any opportunity for discussion and revision of proposals and submittal of a "Best and Final Offer" (BAFO). After the negotiations are complete, the Purchasing staff requests qualified proposers to submit a BAFO to a specified location by a specified date. Based on the negotiations, the BAFO must allow the proponent to:

- Modify the initial offer;
- Update pricing based on any changes the user department or County has made; and
- Include any added inducements to improve the overall score in accordance with the evaluation plan of the RFP

Contract Award

- **IFB:** The Purchasing Agent recommends contract award to Commissioners Court. The Commissioners Court either:
 - ❖ Awards the contract to the responsible bidder who submits the lowest and best bid; or
 - ❖ Rejects all bids and directs publication of a new notice if the goods or services are still needed.

If two or more responsible bidders submit the lowest and best bid, the Commissioners Court decides between the two by drawing lots in a manner prescribed by the County Judge. A contract may not be awarded to a bidder who is not the lowest priced bidder meeting specifications unless, before the award, each lower bidder is given notice of the proposed award and is given an opportunity to appear before the Commissioners Court and present evidence about its responsibility. After Commissioners Court approves the contract, the Purchasing Agent issues a Notice of Contract Award. This notice and the original contract form the complete contract. A complete original contract is maintained in the Purchasing Department. The other original is furnished to the Contractor. Copies of these are furnished

to the user department, the Auditor's Department, County Clerk, and the Criminal District Attorney.

- **RFP:** The award of the contract is made by Commissioners Court to the responsible proposer, whose proposal is determined to be the lowest evaluated offer resulting from negotiation, taking into consideration the relative importance of price and other evaluation factors in the RFP.

Re-solicitation of annual contracts

The Purchasing Department monitors the expiration dates of all contracts. Purchasing notifies user departments by memo at least three months before contract expiration and verifies whether the goods or services need to be re-bid or extended, if extensions are available. Purchasing also sends the existing specification or requirements to the user department and requests any changes before the solicitation is reissued. The user department returns the specifications or requirements with any additions, deletions, or corrections. It is very important that renewable contracts be reviewed carefully, since the Texas Constitution requires all contracts involving the expenditure of public money be subject to termination if current funds are unavailable to pay the contractual costs, so the County does not incur unauthorized debt.

Exhibit 5: Procurement Methods

Procurement Method	Use When	Advantages	Disadvantages
Competitive Bids (Invitation for Bids)	• Adequate competition exists. • The product or service is available from more than one source.	• Award process is simpler. • Award is made to the lowest responsive, responsible bidder providing the best value to the County.	• Defined specifications may be difficult to develop • Does not encourage innovative solutions.
Competitive Proposals (Request for Proposals, Request for Offer)	• When factors other than price are evaluated. • When negotiations are desired. • Vendor is expected to provide innovative ideas.	• Allow factors other than price to be considered. • Allow for customized proposals suggesting different approaches to the same business need. • Allow for negotiations in order to obtain the best value of the County.	• Lead times for procurement may be greater. • Evaluations are more complex and subjective
Request for Information	• There is insufficient information to write specifications for any procurement method	• Provides information to prepare a complete bid or proposal document. • Allows the business community to have input into the solicitation document based on current industry practices and market factors. • Informs County of any potential problems early in procurement.	• Lengthens the procurement process.
Request for Qualification (This method is required by statute) Example: Professional Services	• Selection is made solely on the skills and qualifications of the contractor. Price is not a factor until after a vendor is elected	• Emphasizes the competency of the proposed contractors	• Contractor is selected before price is negotiated.

Chapter 11: State Purchasing Programs

Background and statutory authority

There are three types of purchasing programs that allow local governments to purchase goods and services using contracts previously entered into by the State of Texas or other governments. Texas Comptroller of Public Accounts (TCPA) manages three of them. The fourth program allows local governments to purchase computer technology directly from the state's Department of Information Resources (DIR).

- **State Term Contracts** (authorized by TLGC 271.081 - 271.083). The County may purchase from vendors on the same terms and conditions as the State. The State has entered into term contracts after using competitive bidding procedures. The TBPC manages this program for the State.
- **Texas Multiple Award Schedule (TXMAS)** (authorized by section 2155.502 of the Texas Government Code). The County may purchase goods and services from a schedule of multiple award contracts developed by the TBPC. The schedule is adapted from General Services Administration (GSA) Federal Supply Service contracts. TXMAS contracts take advantage of the most favored customer (MFC) pricing and under certain circumstances; the County may negotiate a lower price for the goods or services offered on a scheduled contract.
- **DIR** (authorized by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code). The County may purchase computer related equipment through the DIR and its contracted vendors.

Official Representative

The Purchasing Agent acts for Walker County in all matters related to purchase of goods and services from a vendor under any contract based on any State Purchasing program. Walker County is responsible for making payments directly to these vendors.

Contract Award

The award of any purchase order contract from state term, TXMAS or DIR contracts must be in writing, approved and signed by the Purchasing Agent before any goods are delivered or services are rendered.

Chapter 12: Cooperative Purchasing Agreements

Background and statutory authority

The Interlocal Cooperation Act, TLGC, 791, authorizes local governments to contract directly with other governments to increase their efficiency and effectiveness. TLGC, 791.025(c) states that a local government that purchases goods and services under the Interlocal Cooperation Act satisfies the requirement of the local government to seek competitive bids for the purchase of goods and services. The County must have independent authority to purchase a particular good or service before utilizing an interlocal agreement, since the Interlocal Cooperation Act does not expand the County's purchasing authority. All interlocal agreements must be approved by Commissioners Court prior to initiation.

Policy

The County participates in the purchasing programs of various local, state, and national cooperatives such as Houston Area Council of Governments (HGAC), Texas Association of School Boards (BuyBoard), 1GPA, TIPS/TAPS, National Joint Purchasing Alliance (NJPA), The Cooperative Purchasing Network (TCPN) and U.S. Communities. Before using any cooperative, the Purchasing Agent researches and recommends cooperatives to the Commissioners Court. The Commissioners Court approves an interlocal agreement acknowledging the terms and conditions for using each cooperative, including any fee schedules, and authorizes the Purchasing Agent to make purchases under the terms of the interlocal agreement.

Official Representative

The Purchasing Agent acts for Walker County at the direction of Commissioners Court in all matters relating to all cooperative purchasing programs, including the purchase of goods and services from the vendor under any contract.

Chapter 13: Procurement of Professional Services

Background and statutory authority

In procuring professional services, the County must comply with two statutes: ~~the~~The Professional Services Procurement Act TLGC, 2254 and the County Purchasing Act ~~TLGC, 262~~TLGC, 262. There are two kinds of professional services:

- Those professional services specifically listed in the Professional Services Procurement Act; and,
- Those "other" professional services that are not specifically listed which must be obtained in compliance with the County Purchasing Act. The Purchasing Agent relies on court cases and attorney general opinions to determine what services are included in these "other" professional services.

"Professional services" is defined in TLGC, 2254:

- Those within the scope of the practice of accounting, architecture, landscape architecture, optometry, medicine, land surveying, professional engineering, real estate appraising or professional nursing, or
- Provided in connection with the professional employment or practice of a person who is licensed or registered as an architect, optometrist, physician, surgeon, certified public accountant, land surveyor, landscape architect or professional engineer, state certified or state licensed real estate appraiser, or registered nurse.

Contracts for the procurement of these professional services may not be awarded on the basis of bids. Instead, services must be awarded on the basis of demonstrated competence and qualifications.

Request for Qualifications (RFQ)

To ensure professional vendors a fair and equal opportunity to do business with the County, and to ensure that the services of the most qualified professional are obtained, professional services are procured using the Request for Qualifications (RFQ) process.

Procedures

Departments forward a recommendation memo to the Purchasing Agent when professional services are required. The memo identifies the following:

- Scope of work
- Qualification and experience requirements
- Project description and deliverables
- Time frames
- Budgeted amount and budget line items
- Suggested professionals

Chapter 14: Construction Procurement

Purchasing Statues

TLGC, 262.011 (e) states that "The County Purchasing Agent shall supervise all purchases made on competitive bid..." TLGC, 271 (c) is used only for public works projects funded by Certificates of Obligation. TLGC, 2267 provisions are used when an alternative project delivery method (other than traditional competitive bidding) is used for public works projects

Chapter 15: Exemptions to the Competitive Procurement Process

Purchasing Act

Some goods and services can be exempted from the competitive procurement process if the Commissioners Court orders the purchase exempt. TLGC, 262.024 lists all the circumstances when exemptions are available for purchases made out of current funds, bond funds, or through time warrants. The following is a list of these circumstances:

- Goods and services that must be purchased in a case of public calamity, if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the County;
- Goods and services necessary to preserve or protect the public health or safety of the residents of the County;
- Goods and services necessary because of unforeseen damage to public property;
- Personal or professional services;
- Work performed and paid for by the day, as the work progresses to a maximum of 20 days within any three-month period;
- Any land or right of way;
- Food goods;
- Personal property sold at auction by a state licensed auctioneer, in a going out of business sale held in compliance with the Business and Commerce Code, or by a political subdivision, state agency or federal government entity; and
- Work performed under a community and economic development contract under TLGC, 381.004.

Chapter 16: Contract Modification

Policy

Contracts approved by Commissioners Court must have approval from Commissioners Court for all modifications.

Chapter 17: Contract Administration

Policy

Contract administration and oversight includes four general processes:

- Planning
- Monitoring Contractor Performance
- Payment Approval
- Change Management

This aspect of the procurement process is important. Written documentation of specific noncompliance must be available to enforce contractual terms. Documentation includes a description of specific dates, locations, examples, etc. of nonperformance and any contact or communication with the contractor about noncompliance.

Procedure

The user department has primary responsibility for monitoring and documenting contractor performance and compliance. The user department must provide all documentation of noncompliance to the Purchasing Department. The Purchasing Department maintains all documents about events during the term of the contract including contract performance and documentation related to clarification of expected performance. If the user department observes poor performance or noncompliance with the contract, Purchasing will ~~communicates~~communicate with the contractor and initiate any corrective action. The Purchasing department takes all steps related to obtaining contract compliance, but consults with the Criminal District Attorney before taking any steps toward contract suspension or termination. Before any letters, notices and other communication related to termination or suspension are sent to the contractor, they are reviewed by the Criminal District Attorney as the initial steps toward potential litigation. The user department should contact the Purchasing Department if there is any question about the contract.

Contract Administration

The primary objectives of contract administration are to:

- Ensure the contract requirements are satisfactorily performed,
- Properly discharge the responsibilities of both parties,
- Verify contractor performance before payment,
- Identify any material breach of contract by assessing the difference between contract performance and material nonperformance; and
- Determine if corrective action is necessary and take that action if required.

A written statement of work is the guide for contract administration. Therefore, planning for contract administration occurs before issuance of the solicitation. Effective contract administration minimizes or eliminates problems and potential claims and disputes. Proper contract management ensures that the contract requirements are satisfied, that the good(s) and services are delivered in a timely manner, and that the financial interests of the County are protected.

The contractor must perform and meet the requirements of the contract. To do so, contractors sometimes need technical direction and approval from County personnel.

County personnel must provide this technical direction and approval in a timely and effective manner. All guidance provided to a contractor must be within the scope of the contract.

Contract Management

The primary responsibilities of the contract manager are:

- Participating, as necessary, in developing the solicitation and writing the draft documents,
- Monitoring the contractor's progress and performance to ensure goods and services conform to the contract requirements,
- Managing any county property used in contract performance,
- Exercising remedies, as appropriate, where a contractor's performance is deficient,
- Resolving disputes in a timely manner,
- Documenting significant events, and
- Maintaining appropriate records.

The contract manager ensures that the contract requirements are satisfied, that the goods and services are delivered in a timely manner, and that the financial interests of the County are protected.

Monitoring performance

Monitoring the performance of a contractor is a key function of proper contract administration. The purpose is to ensure that the contractor is performing all duties in accordance with the contract and for the user department to be aware of and address any developing problems or issues.

Monitoring by third party

In some instances the obligation to monitor the progress of a contract is assigned to another contractor. This is known as independent oversight. For example, in a construction contract, the architectural firm that provided the construction plans may perform the task of ensuring progress in accordance with the contract

Dispute Resolution

Dispute resolution is covered by statute under TLGC 2260. The goal of the resolution process is to resolve all problems before they escalate to the next level. To avoid escalation of problems to the next level and ensure the County has not exacerbated potential problems, County personnel must respond promptly to all contractor inquiries. Initial steps to be taken are:

- Identify the problem — what may appear to be a problem can sometimes be resolved by providing the contractor with information or clarification
- Research facts — Purchasing should obtain all the information about the potential problem from all relevant sources, including the project

Evaluation

Purchasing should review all of the facts in conjunction with the requirements and terms and conditions of the contract. Purchasing determines the appropriate course of action. Proper dispute resolution is a core skill of successful contract management. Identifying problems early in the performance period, effectively communicating, and formalizing the process in writing through a cure note procedure or less formal written procedure is essential. A contract termination is a failure by BOTH parties to a contract.

Termination is the last resort.

Termination for convenience

A termination for convenience, also known as a no-fault termination, allows the County to terminate any contract, in whole or in part, at any time in its sole discretion, if it is determined that the termination is in the best interest of the County. Purchasing provides the contractor a written notice specifying the extent of termination and the effective date, providing as much notice as possible. The Contractor is generally paid for allowable costs incurred up to the termination. The County is not liable for payment to the contractor related to the terminated portion of the work or any work performed or costs incurred after the effective date of the termination.

Termination for default

A contract may be terminated for default when the County concludes that the contractor fails to perform, make progress, or in any way breaches the contract. Termination for default should be used as the last resort and not as punishment. The County should do everything within reason to assist the contractor in curing any default. Factors to consider before making a termination for default decision include:

- The provisions of the contract and applicable regulations,
- The specific contractual failure(s) and the explanation provided for the failures,
- The urgency of the need for the contracted supplies or services,
- The availability of the supplies or services from other sources and the time required to obtain them, and
- Availability of funds or resources to repurchase if the costs cannot be recovered from the delinquent contractor. Under a termination for default, the County may demand re-procurement costs from the defaulting contractor.

Contract File

Keeping one complete master contract administration file is critical. The file provides a basis for settling claims and disputes if they arise in administrative or court actions. Throughout the life of the contract, the Purchasing Department contract administration file should contain such documentation as:

- An original copy of the current contract and all modifications; the original contract must be recorded in the County ~~Clerks~~Clerk's Office.
- A copy of all specifications, drawings or manuals incorporated into the contract by reference;
- The solicitation document, the contractor's response, evaluation determination, and the notice of award document;
- A list of contractor submittal requirements;

- A list of County furnished property or services;
- A copy of the pre-award conference summary, if applicable;
- A copy of all general correspondence related to the contact;
- The originals of all contractor data or report submittals;
- A copy of all notices to proceed, to stop work, to correct deficiencies and change orders;
- The records or minutes of all meetings, both internal and external, including sign-in sheets and agendas;
- A copy of the original bidders list; and
- Any other information required by the standard contract file checklist Purchasing Policy and Procedures Manual Professional Development and Certification.

Chapter 18: Professional Development and Certification

Policy

The policy of the Walker County Purchasing Department is to develop and maintain a professional procurement staff.

Key Objectives

The following key objectives:

- The actions of the office must be legal, ethical, and defensible.
- The office contributes to the attainment of Walker County's organizational goals.
- The office effectively communicates with all county employees and vendors.
- The office consistently provides sound management data.
- The professional staff obtains the skills and training necessary to perform their duties effectively and efficiently.
- The professional staff attempts to obtain purchasing certification.
- Training to support these purposes and objectives, the training policy of the Purchasing Department is:
 - ❖ All staff must maintain an extensive knowledge of software programs to perform effectively within each related job. They must be current on all software applications used by the office. Training courses are assigned depending on knowledge and position requirements of the individual. Staff takes advantage of computer training offered by the County before pursuing external sources.
 - ❖ Professional staff is required, as funding is available, to attend the following standard seminars:
 - Basic County purchasing
 - County purchasing Law
 - Advanced County purchasing
 - Specification writing
 - ❖ Depending on availability, these courses may be substituted for other approved courses. The professional staff may continue their professional education to remain current on purchasing issues through applicable seminars as available.
 - ❖ All professional staff members are encouraged to participate in relevant training to enhance their efficiency and effectiveness in performing their duties.
 - ❖ Professional staff is encouraged to pursue professional certification through the Texas Comptroller of Public Accounts.

Chapter 19: Property Salvage and Disposal (Disposition)

General Information

Frequently throughout the fiscal year, items outlive their usefulness and become unserviceable or obsolete. Prior to taking any item out of service, it should first be determined that the item in question could not be transferred to another department for continued service. It is the responsibility of the department to send a countywide e-mail asking if anyone could use the item. If it is determined that the item is no longer serviceable to the County, an Asset-Change/Transfer form shall be completed and forwarded to the Purchasing Department for ultimate disposal. An Asset-Change/Transfer form must be completed by the using department.

Department Responsibilities

Upon written notification by the user department that an item is in need of disposal, the Purchasing Department will assume custody until final disposal. The user department will be responsible for delivery of the item(s) being transferred to the Purchasing department.

Disposal Methods

Surplus or salvage materials and equipment may be disposed of in one of the following methods:

- Public auction;
- Trade-in on new equipment;
- Sealed bids;
- Distribution as unsalvageable; and
- Sale and/or transfer to other agencies as approved by Commissioners Court.

All tagged assets must have approval of Commissioners' Court prior to being disposed.

Chapter 20: Inventory (Acquisition)

Inventory Categories

Inventory is categorized by two factors:

- The initial cost of the item is \$51,000.00, or more; and
- The anticipated useful life exceeds one year.
- Computer products
- Non Assets/Small Inventory

Exceeds \$51,000 and/or exceeds one year

These assets will be tagged and included in the annual physical inventory by the Purchasing department. Example: purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, infrastructure addition, or addition to existing land, buildings, etc.

Computer Products

These assets will be tagged and included in the annual physical inventory by the Purchasing department. All computer-related products will be delivered to the Purchasing Department for tagging, and then forwarded to the I.T. Department for programming before being installed at the using department.

Non Assets/Small Inventory

These assets will be tagged if the Asset Manager deems necessary or at the using departments request. These items, if tagged will be included in the annual physical inventory by the Purchasing department.

Asset Processing

The user department will receive the “Asset-Add” form to complete and sign, accepting responsibility of the asset.

Donated items

Donated items must be presented to and accepted by Commissioners' Court. It is the responsibility of the receiving department to present to Commissioners' Court. The receiving department shall:

- Notify the Purchasing Department of Commissioners' Court approval, and
- submit an Asset-Add form (if the inventory category is met)
- Forfeited or seized items must be submitted to the Purchasing Department with a copy of a Court Order.

Chapter 21: Definitions

As used in this manual, the terms below are defined as follows:

Advertisement- A public notice put in a newspaper of general circulation containing information about a solicitation in compliance with legal requirements

Alternate Delivery Method- A method of procuring construction services other than “traditional” competitive bidding. Methods may include design-build, construction manager (either at risk or as agent), and job order.

Amendment/Addendum- A document used to change the provisions of a Solicitation. Addendum is the preferred term in the Construction Industry.

Annual Term Contract- A recurring contract for goods or services, usually in effect on a 12-month basis.

Auditor- Walker County Auditor and his/her designated representatives.

Best Value- The ~~best available~~best available offer, in the county's best interest. It is based on all factors including software cost, hardware costs, overall life cycle cost of equipment, the estimated cost or increased cost of employee training, employee productivity, installation and maintenance costs.

Bid Deposit- A deposit required of bidders to protect the county if a low bidder withdraws its bid or fails to enter into a contract. Acceptable forms of bid deposits are limited to: cashier's check, certified check, or irrevocable letter of credit issued by a financial institution subject to the laws of Texas and entered on a US Department of Treasury listing of approved sureties; a surety or blanket bond from a company chartered or authorized to do business in Texas.

Bidder- A vendor that submits a bid including anyone acting on behalf of the vendor that submits a bid, such as agents, employees, and representatives.

Bidders List- An automated list of vendors who stated in writing an interest in submitting bids for particular categories of goods and services.

Centralized Master Bidders List (CMBL) – A list maintained by the Texas Building and Procurement Commission containing the names and addresses of prospective bidders.

Change Order- A document used in construction contracts to change the contract by modifying the specifications, increasing or decreasing the cost, adjusting the time for performance or changes the goods or services to be delivered.

Commissioners Court- Walker County Commissioners Court.

Commodity Code- The accounting system classification of goods and services with a unique number assigned to each description.

Competitive Bidding- Process that allows available vendors to compete with each other to provide goods or services.

Competitive Proposal Process- Process that allows available vendors to compete with each other to provide goods and services that permits flexibility in product solicitation and negotiation in compliance with TLGC, 262.030.

Component Purchases- A series of purchases of component parts of goods that are normally purchased as a whole.

Consultant- A person who provides or proposes to provide advice and counsel in a specialized area.

Contract- A formal or written agreement executed by the county and a vendor containing the terms and conditions under which goods or services are furnished to the County which commits the County's funds.

Contractor- A vendor who has been awarded a contract by Walker County.

Customers- The county's departments and officers

Cycle Time- The time between when a purchase requisition is received in the Purchasing Department and placement of a purchase order with a vendor. Cycle time does not include the time required for delivery or the time it takes for the Purchasing Department to obtain corrections to line item accounts, commodity codes, and other necessary information.

Department Head- Any Department Head and any person authorized to act on his or her behalf.

Design-Build Contract- A single contract with a vendor for the design and construction of a facility that includes an engineer or architect and builder qualified to engage in building construction in Texas.

Design Criteria Package- A set of documents that provides sufficient information to permit a vendor to prepare a response to County request for qualifications and any additional information requested, including criteria for selection.

Department- All County and precinct offices as well as district offices when the purchases are funded even partially with county funds.

Emergency Purchase- An item that must be purchased in a case of public calamity if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the county

Employee- Any county or precinct elected official, appointed official, or employee and any district elected official, appointed official or employee involved in a county purchase when the purchase is funded even partially with county funds, or anyone who acts on behalf of any of them.

Formal Competitive Bidding- The bidding process in compliance with the County Purchasing Act which requires approval by the Commissioners Court.

Financial Software- Walker County Financial Management System which includes modules for purchasing and fixed asset management.

Goods- Any personal property purchased by the County, including equipment, supplies, material, and component or repair parts.

Informal Competitive Bidding- The bidding process for bids less than ~~\$50,000~~100,000

Invitation For Bid (IFB)- Informal ~~or formal~~or formal procurement method

IT- Information Technology Department.

Items Less Than ~~\$50,000~~100,000- Purchases of goods and services that are accounted for in the same commodity code in the County Chart of Accounts, and purchases of goods and services from a single vendor in a single purchase as defined in the County Purchasing Act, involving an expenditure of less than ~~\$50,000~~100,000 if some or all of the costs is to be paid from county funds.

Lease- A contract for the use of personal property for a period of time in return for a specified compensation.

Lowest Responsible Bid- The offer from a bidder who submits the lowest and best bid meeting all requirements of the specifications, terms, and conditions of the invitation for bid and includes any related costs to the county in a total cost concept and who has the financial and practical ability to perform the contract and whose past performance indicates likely compliance with all material terms of the contract.

Modification- A document used to change the provisions of a contract.

Negotiations- A consensual bargaining process in which the County and vendors attempt to reach agreement on differences in desired contract provisions or a potentially disputed matter for the purpose of reaching a mutually-acceptable arrangement.

Occupant Department- The department that ultimately uses the finished goods or services when the purchase or construction is completed, which may be different from the user department.

Official- Any elected or appointed official and any person authorized to act on his or her behalf.

Payment Bond- A surety bond executed in connection with a contract that secures the payment requirement of the contractor.

Performance Bond- A surety bond that provides assurance of a bidder's performance of a certain contract.

Pre-Bid/ Proposal Conference- A conference conducted by the Purchasing Department for the benefit of those wishing to submit a response for services or supplies required by the County which is held in order to allow vendors to ask questions about the proposed contract and particularly about the contract specifications.

Professional Services- Services directly related to professional practices as defined by the Professional Services Procurement Act, including those services within the scope of the practice of accounting; architecture; optometry; medicine; land surveying; and professional engineering.

Proprietary Information- Information provided in responses to solicitations to which a vendor claims ownership or exclusive rights and which is protected from disclosure under the Texas Public Information Act TLGC, 551.

Public Works- Constructing, altering, or repairing a public building or carrying out or completing any public work.

Purchase Order- An order by the Purchasing Department for the purchase of goods and services written on the county's standard Purchase Order form and which, when accepted by the vendor without qualification within the specified time limit, becomes a contract or an amendment to an existing contract which operates as the vendor's authority to deliver and invoice for goods or services specified, and is the County's commitment to accept the specified goods or services for an agreed upon price.

Purchase Requisition- An automated request from a user department submitted to the Purchasing Department that authorizes the Purchasing Department to enter into a contract with a vendor to purchase goods or services for the County and authorizes the Auditor to charge the appropriate department budget and which is for internal use and cannot be used by a department to order materials directly from a vendor.

Purchasing- The acquisition of goods and services including construction and professional services.

Purchasing Act- TLGC, 262, C, which governs the conduct of purchasing activity for counties.

Purchasing Agent- A person appointed by the Purchasing Board of the County to make recommended purchases on behalf of the County in accordance with state statute and county policies.

Purchasing Board- A board composed of the judges of the district courts in the county and the county judge, who are responsible for appointing the Purchasing Agent and approving the office's budget.

Purchasing Laws- The laws that govern county purchasing including the following laws:

- Purchasing Act, TLGC, 262, C

- Public Property Finance Act, TLGC, 271, B
- State Contract, TLGC, 262.002, 271.0813
- State Catalog, TLGC, 2157 in coordination with TLGC, sections 271.101-271.103
- Services and Products of Severely Disabled, Texas Human Resource Code, 122
- Interlocal Cooperation Agreement, TLGC, 791
- Prompt Payment Act, TLGC, 2251
- Bidders from other States and 5% Retainage, TLGC, 2252
- Public Works Performance and Payment Bonds, TLGC, 2253
- Professional Services Procurement Act, TLGC, 2254, A
- Wage Rate for Construction Projects, TLGC, 2258
- Sales tax exemption for governmental entities TLGC, 151.309
- Worker's Compensation Compliance, Workers Compensation Rule 110.110
- Uniform Electronic Transaction Act, Texas Business and Commercial Code, Chapter 43

Purchasing Department- Walker County Purchasing Department and its staff.

Purchasing Liaisons- designated purchasing contact within each department.

Real Property- Land or buildings, improvements to land or buildings, or infrastructure.

Request for Information (RFI)- A general request to contractors for information for a potential future solicitation which is used as a research and information gathering tool for preparation of specifications and requirements.

Request for Proposal (RFP)- A document requesting an offer from vendors, which allows for negotiations after a proposal has been received and before award of the contract for goods and services procured in compliance with TLGC, 262.0295 - 262.030.

Request for Qualifications (RFQ)- A document that requests details about the qualifications of professionals whose services must be obtained in compliance with the Professional Services Procurement Act.

Request for Services (RFS)- A document that requests information about qualifications and details of services to be provided and costs for other professional services that are not covered by in the Professional Services Procurement Act, but may be exempted from competitive solicitation under the County Purchasing Act.

Responsive- A vendor who has complied with all material aspects of the solicitation document, including submission of all required documents.

Responsible- A vendor who has the capability to perform fully and deliver in accordance with the contract requirements based on consideration of past performance, financial capabilities, and business management.

Sealed Bids- Offers in response to an Invitation for Bids that is advertised in a newspaper and submitted to the Purchasing Department in a manner that conceals the price.

Separate Purchases- Acquisitions made in a series of different orders for goods and services that in normal purchasing practices that would be purchased in a single order.

Sequential Purchases- Acquisitions made over a period of time that in normal purchasing practices would be made at one time.

Services- The furnishing of labor by a contractor that does not include the delivery of a tangible end product and includes all work or labor performed for the County on an

independent contractor basis, including maintenance, construction, manual, clerical, personal or professional services.

Sole Source Good or Service- A good or service that can be obtained from only one source that is purchased in compliance with TLGC, 262.024.

Solicitation- A document, such as an invitation for bid, request for proposal, request for offers or request for qualifications, issued by the Purchasing Department that contains terms and conditions for a contract and that solicits a response from vendors to provide goods or services needed by the County in accordance with those terms and conditions.

Solicitation Conference- A meeting chaired by purchasing staff, designed to help potential vendors understand the requirements of a solicitation. Also known as a pre-bid or pre-proposal conference.

Specifications- A total description of a good or service to be purchased by the County, and the requirements the vendor must meet to be considered for the contract which may include requirements for testing, inspection, or preparing any good or service for delivery, or preparing or installing it for use.

User Department- The department from whose budget line item the contract is paid.

Vendor – A business entity or individual that seeks to have or has a contract to provide goods or services to the County.

Appendix-1 Procurement Card Policy and Procedure Manual



Walker County

Appendix- 1 Procurement Card Policy and Procedures Manual

Adopted June 2018, Rev January 2022

~~Charlsa Dearwester, CTPM~~
Cheryl L. Cowart, CTCD, CTCM,
Purchasing Agent
1301 Sam Houston Ave, Suite 235
Huntsville, Texas 77342
purchasing@co.walker.tx.us

Purpose

To establish a methodology to define the limits of use of County issued Procurement Cards provided to certain personnel in order to make purchases of goods and/or services.

Procedure

The Procurement Card Program (P-Card) is established to provide immediate access to goods and/or services in a work stoppage situation, for routine supplies, travel related expenses or approved on-line purchases. Cardholders may initiate a transaction, within the limits of this policy and procedure and receive goods and/or services. Payments to vendors will be made by the P- Card Company. Accounts Payable will make monthly payments at the end of the billing cycle.

Receiving a Procurement Card

- Employees requesting a P-Card must submit an Enrollment Request Form (Appendix A) to the P-Card Administrator. The application must be approved by the appropriate Elected Official/Department Head responsible for the department in which the employee works.
- The P-Card Administrator shall have authority for card issuance.
- All initial P-Cards issued shall have a credit limit of \$5,000 as set by the Purchasing Agent.
- Approved Cardholder may attend a procurement training session by the Purchasing Agent upon request by the Cardholder.
- Approved Cardholder shall be issued a copy of this policy when P-Card is issued the by the P-Card Administrator.
- A Walker County Procurement Card Agreement shall be signed by each Cardholder prior to being issued a P-Card. The Agreement (Appendix B) indicates that the Cardholder understands the policy and procedures and the responsibilities of a P- Card Cardholder.
- In the event of any extenuating circumstances, the P-Card Administrator may request a temporary increase with verbal approval by the Purchasing Agent.
- In the event that the Cardholder needs a permanent limit change, the Employee requesting the increase must submit a Limit Change Request Form (Appendix C) to the P-Card Administrator. This request must be signed by the Cardholder, Cardholder's Elected Official/Department Head, Purchasing Agent and the P-Card Administrator.
- The P-Card Administrator has the authority to terminate or suspend a P-Card as required at any time as stated in this policy to protect the County's interests.
- The P-Card Administrator shall maintain all records of P- Card enrollment requests, authorizations, purchase limits, purchase limit increase requests, and any lost/stolen/destroyed card information.

Authorized Procurement Card Use

The P- Card shall have the Cardholders name embossed on it and shall be used only by the Cardholder. NO OTHER PERSON IS AUTHORIZED TO USE THE CARD. The Cardholder may make transactions on behalf of others within their department with the written approval of a supervisor authorized to approve such purchases. The written approval for purchase on behalf of another employee must accompany the documentation for the purchase. The Cardholder is responsible for all use of his/her card. Use of the P- Card shall be limited to the following conditions:

- The purchase shall not circumvent any procurement policy or other policies adopted or approved by Commissioners' Court.
- When deemed an efficient procurement method and is for the best interest for Walker County.

Unauthorized Procurement Card Use

A Cardholder who makes unauthorized purchases or carelessly or fraudulently uses the P- Card, may be liable for the total dollar amount of such unauthorized purchases plus any administrative fees charged by the Bank or other associated costs in connection with the misuse. The Cardholder will also be subject to disciplinary action up to and including termination. The P- Card SHALL NOT BE USED for the following:

- Circumventing Commissioners Court approved contracts for items/services.
- To split purchases or make sequential purchases to avoid exceeding the maximum for a single transaction or purchasing threshold.
- Vendors that have an account set up with a procurement savings card. (Example: Walmart, Home Depot, Office Depot)
- To avoid competitive bidding requirements.
- Items/services that are on a current solicited contract.
- Purchase of a fixed asset without appropriate Purchasing Office and Commissioners Court approval.
- Technology devices and long-term commitments for services without appropriate Purchasing Office and Commissioners Court approval.
- Tires.
- Purchases for personal, family members, or friends use.
- Purchases that do not comply with the travel policy.
- Entertainment expense.
- Cash Advances.
- Telephone calls.
- Alcoholic Beverages.
- Tips.
- Unauthorized purchases.
- Any additional products/services restricted by County policy or state statutes.

Making a Purchase

- P- Card purchases for services do not require a requisition/purchase order process.
- P- Card purchases for goods do require an annual requisition, but do not require the purchase order process.
- It is policy to seek competition when possible, utilize existing contracts, and seek the lowest prices within the parameters of quality and delivery.
- All purchases must adhere to the guidelines established in the Procurement Policy Manual adopted by Commissioner's Court.
- Confirm that the good or service are available, meets the specification and delivery requirements, and agrees to accept your P- Card.
- All products purchased with a P- Card shall be sent to the Cardholder ordering the merchandise, as this will ensure that the documents necessary for the record keeping are readily available to the Cardholder.

Sales Tax

Cardholders are responsible for ensuring the vendor does not include sales tax in the transaction. If sales tax is included, the Cardholder will be responsible for ensuring that the vendor credits the sales tax back to the card no later than the following billing cycle. If the vendor does not credit sales tax back to the card, the Cardholder is responsible for reimbursing the tax amount back to the Walker County Treasurer.

- Walker County Tax Exempt Identification Number is 74 600 1432.
- Cardholder will be provided a copy of Walker County's tax exemption certificate upon request to the Purchasing Agent.

Cardholder Record Keeping

Whenever a P-Card purchase is made, documentation shall be retained as proof of the purchase. Such documentation will be used to verify the purchases listed on the Cardholder's monthly statement.

- When the purchase is made over the counter, the Cardholder shall retain the original invoice/receipt. The Cardholder is responsible for making sure the vendor lists the quantity and fully describes the item(s) on invoice/receipt.
- A copy of the invoice and approval for payment is due to the Auditors office within 10 business days of the statement notification.
- When making a purchase on-line, the Cardholder shall document the transaction by printing an itemized receipt and retain all shipping documentation.
- Cardholders are required to retain itemized corresponding receipts for all transactions and process them as required.
- All allowable expenses identified in this policy for Travel require the appropriate Travel Expense Form as outlined in the Travel Policy.
 - ❖ Travel Expense Forms shall be accompanied with itemized receipts and should clearly identify the training event attended with documentation attached that identifies the event as well as the receipt for the transaction. If traveling is not for conference or training the Cardholder shall be exempt from the agenda or program outline. (See Travel Policy)

- Support documentation includes, receipts, shipping documents to verify the monthly transactions, packing slip, invoice, cash register tape, and credit card slips, etc.
- After the Cardholder has approved a transaction by signing the invoice/receipt and attaching all support documentation, the Cardholder must submit the items to his/her approving supervisor for approval before submitting to the Auditor's Office.
 - ❖ If the Cardholders approving supervisor is unavailable for approval then the items must be submitted to the Auditor's Office with a written note indicating why an approval was not received.
- If the Cardholder does not have documentation of a transaction listed on the statement, he/she shall attach a signed explanation that includes a description of the item(s) purchased, date of purchase, vendor's name and reason for lack of supporting documentation with supervisors' approval. Lack of documentation may be grounds for suspension of P- Card privileges and possible disciplinary action.
- Return of Items: If an item is not satisfactory, received wrong, damaged and/or defective or is a duplicate order, the Cardholder is responsible for making contact with the vendor to have the issue resolved. Items should be returned properly to the vendor by whichever means the vendor requires. The Cardholder must notify the Auditor's Office in writing of the return and shall attach a signed explanation that includes a description of the item(s) purchased, date of purchase, and vendor's name. The Cardholder is responsible for verifying accurate credit is posted for any returned items not to exceed two (2) billing cycles. Cash refunds shall be taken to the Treasurer's Office immediately.
 - ❖ If an item has been returned and a credit voucher received, the Cardholder shall verify with the Auditor's Office that this credit is reflected on the statement. The credit invoice/receipt must be submitted to the Auditor's Office and approved as documentation for the transaction.
 - ❖ If purchased items or credits are not listed on the monthly statement, the appropriate transaction documentation shall be RETAINED by the Cardholder until the next month
 - ❖ If the purchase or credit does not appear on the statement within sixty (60) days or two (2) billing cycles after the date of purchase, the Cardholder shall reimburse the charge to the County through the Walker County Treasurer's Office. The employee reimbursement receipt must be submitted and approved as documentation for the transaction to the Auditor's Office.
- Immediate action to resolve a dispute is of extreme importance. The Cardholder is responsible for correcting any erroneous charges, disputed items or returns. Disputed items can result from failure to receive goods or services, fraud or misuse, altered charges, defective merchandise, incorrect amounts, duplicate charges, credits not processed, sales tax, etc. It is the responsibility of the Cardholder to contact the vendor to determine a resolution. The Cardholder must notify the Auditor's Office of any charge in dispute and its resolution for payment purposes. The Cardholder must notify the Auditor's

Office and P-Card Administrator in writing of a Dispute that involves fraudulent charges.

P-Card Statement

The Auditors office will email a copy of the County wide statement each month to each County Elected Official/Department Head, or their designee (one) for distribution to Cardholders. The Elected Official/Department Head or their designee (one) is expected to work with the Cardholders they approved for a P-Card.

Suspension

Invoices and authorization for payment are due within 10 days of the charge to the card. With exceptions for special circumstances, all invoices, proper documentation, and authorization for payment shall be submitted to the Auditors Office no later than ten (10) business days of the receipt of the County statement for the Procurement Card. Failure to comply shall result in card privileges being suspended for 90 days and after two (2) suspensions within one (1) calendar year card privileges will be terminated.

Charge Appeal

The Cardholder is responsible for personal payment of lost receipts or receipts not received. The Cardholder shall reimburse the County through the Treasurer's Office immediately. A Cardholder may appeal to Commissioners' Court to make exception for lost receipts for special and non-recurring circumstances and submit a claim for reimbursement.

Card Security

It is the Cardholder's responsibility to safeguard the P-Card and account number to the same degree that a Cardholder safeguards his/her personal credit information.

- The Cardholder must not allow anyone to use his/her account number. A violation of this trust will result in that Cardholder having his/her card suspended and possible disciplinary action.
- If the card is lost or stolen, the Cardholder shall immediately notify the – Card provider. Representatives are available 24 hours a day. Cardholder must advise the representative that the call is regarding a MasterCard Procurement Card. The P-Card Administrator must also be notified immediately.
- A new Procurement Card shall be promptly issued to the Cardholder after the reported loss or theft. A card that is subsequently found by the Cardholder after being reported lost shall be destroyed by the P-Card Administrator.

Cardholder Separation

Prior to separation from the County, or transfer to another department, the Cardholder shall surrender the P-Card to his/her approved Elected Official/Department Head. Upon its receipt, Elected Official/Department Head shall review, approve, and forward the

month end statement to the Auditor's Office and the P- Card to the P-Card Administrator.

Definitions

P-Card: Procurement Card System

Vendor: A company from which a Cardholder is purchasing materials and/or equipment or services under the provisions of this procedure.

Cardholder: Personnel who have been issued Procurement Cards and who are authorized to make purchases in accordance with these procedures.

Designee: This individual has been delegated the authority to act on behalf of his/her Elected Official/Department Head and shall review and approve a Cardholder's monthly statement.

Intermittent: Occurring at irregular intervals; not continuous or steady.

P-Card Administrator: The County Treasurer is responsible for all program details.

Purchasing Agent: Is responsible for approving employee purchasing authority and setting procurement limits.

Monthly Purchase Limit: A dollar amount not to exceed for the duration of the billing cycle.

Routine Supplies: Small value items where the use of Procurement Card System is more efficient for products approved by policy or when vendor will not accept a purchase order. Routine supplies do not include stock items.

Work Stoppage: Situations where supplies or services are required to complete a project in a timely and efficient basis.

Point of Sale: A Point of Sale transaction is the point at which a retail transaction is completed where a cardholder makes a payment in exchange for goods and /or services in the same transaction.

Appendix A Enrollment Request Form

WALKER COUNTY PROCUREMENT CARD PROGRAM ENROLLMENT REQUEST FORM

This form is to request enrollment for a Walker County Procurement Card. I understand that, if approved, I will be issued a MasterCard in my name to be used for official County business only. As a Cardholder, I understand that I will be required to sign a procurement card agreement and have the option to attend a procurement card training session provided by the Purchasing Agent.

Cardholder Name: _____ Employee ID#: _____

Email Address: _____

Personal Street Address _____

Personal Phone #: _____ Office Phone #: _____

PURCHASING AUTHORITY: TRAVEL PRODUCTS SERVICES ALL

Department: _____ Monthly Cycle Limit: \$ _____

Elected Official/Department Head Approval Date

Purchasing Department Approval Date

As Cardholder, my signature acknowledges that I have received the listed credit card, training and credit card procedures manual.

Cardholder Signature Date

For Card Coordinator Use Only

Last 6 of Card Number: _____ Date Issued: _____

4 Digit Activation Code: _____ P-Card Policy & Procedures Manual Issuance: _____

P- Card Administrator Signature: _____ Date: _____

Date of Card Returned/Cancelled: _____

Appendix B Procurement Card Agreement

WALKER COUNTY PROCUREMENT CARD AGREEMENT

I, _____, request to be assigned a Procurement Card in the name of Walker County. I understand that Walker County agrees to provide this Procurement Card to myself under the following conditions.

I _____ agree to abide by any and all procurement and travel policies, procedures, statutes, or legislation present or future while using this Procurement Card.

I _____ agree that the use of the Procurement Card is not for personal use and that misuse of the card can result in termination of the Procurement Card.

I _____ agree fuel for personal vehicles and employee meals may not be charged to a Procurement Card and that fuel for personal vehicles and employee meals shall be reimbursed on a travel expense form or requested by providing detailed receipts attached to a check request.

I _____ agree employees not issued a fuel card may use the Procurement Card for intermittent fuel purchases for county vehicles while traveling on county business, otherwise a fuel card shall be used when accepted with the area.

I _____ agree each charge to my Procurement Card must be properly documented with a detailed receipt and supporting documents.

I _____ agree no sales tax shall be charged on any County credit cards.

I _____ agree all purchases of supplies or services are to be documented with a detailed receipt and/or documentation supporting each charge and approval for payment.

I _____ agree that a travel form with original receipts attached and detailed documentation for describing the purpose of the travel must be provided for travel related charges to the Procurement Card.

I _____ agree the Procurement Card is a form of payment and in no way shall circumvent the procurement process.

I _____ agree that with exceptions for special circumstances, all invoices, proper documentation and authorization for payment shall be submitted to the Auditors Office no later than (10) business days of the statement for the Procurement Card. Failure to comply shall result in card privileges being suspended for 90 days and after two (2) suspensions within one (1) calendar year card privileges will be terminated.

I _____ agree my procurement Card shall be surrendered immediately upon separation of employment.

I _____ agree the Cardholder shall be responsible for personal payment of invoices and charges due to lost receipts or receipts not received. The Cardholder shall reimburse the County through the Treasurer's Office immediately.

I hereby acknowledge acceptance and agree to abide by the above stated guidelines, and agree to be bound by all requirements, county policies, and state regulations as set forth in the above referenced agreement.

Employee Signature

Date

Elected Official/Department Head, Name_____
Date**Appendix C Limit Change Request Form****WALKER COUNTY PROCUREMENT CARD PROGRAM
LIMIT CHANGE REQUEST FORM**

This form is to request a limit increase to an existing Walker County Procurement Card.

Cardholder Name: _____ Employee ID#: _____

Last 4 Credit Card #: _____ Email Address: _____

Personal Phone #: _____ Office Phone #: _____

PURCHASING AUTHORITY: TRAVEL PRODUCTS SERVICES ALL

NEW LIMITS REQUESTED

Current Monthly Cycle Limit \$ _____ New Monthly Cycle Limit: \$ _____

Elected Official/Department Head Approval_____
Date_____
Cardholder Signature_____
Date_____
Purchasing Department Approval_____
Date_____
P- Card Administrator Signature_____
Date

Date Check Needed: _____

Form: Check Request/Requisition
 Use of Standard Form is required
 County Auditor 09/06

Appendix-3 Procurement Policies and Procedures for Federal Grant Funds

Adopted July 2018, Rev January 2022

WALKER COUNTY PROCUREMENT POLICIES AND PROCEDURES-FEDERAL GRANT FUNDS

The County of Walker follows the procurement standards in 2 CFR 200.317 – 2CFR 200.327 and Appendix II to Part 200 for procurement actions to be funded with Federal funds. All attempts are made to adhere to these policies and procedures and updates are made as needed. The entirety of the language found in 2 CFR 200.317 – 2 CFR 200.327 may not be applicable in all instances, programs, and/or situations. This document contains the most current 2 CFR 200.317 – 2 CFR 200.327 language available at the adoption of these policies and procedures.

§200.317 Procurements by states.

When procuring property and services under a Federal award, a State must follow the same policies and procedures it uses for procurements from its non-Federal funds. The State will comply with §§200.321, 200.322, and 200.323 and ensure that every purchase order or other contract includes any clauses required by §200.327. All other non-Federal entities, including subrecipients of a State, must follow the procurement standards in §§200.318 through 200.327.

§200.318 General procurement standards.

- (a) The non-Federal entity must have and use documented procurement procedures, consistent with State, local, and tribal laws and regulations and the standards of this section, for the acquisition of property or services required under a Federal award or subaward. The non-Federal entity's documented procurement procedures must conform to the procurement standards identified in §§200.317 through 200.327.
- (b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

- (c) (1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.
- (2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.
- (d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services. Competition requirements will be met with documented procurement actions using strategic sourcing, shared services, and other similar procurement arrangements.
- (f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

- (h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.214.
- (i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: Rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
 - (1) The non-Federal entity may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
 - (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- (k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

§200.319 Competition.

- (a) All procurement transactions for the acquisition of property or services required under a Federal award must be conducted in a manner providing full and open competition consistent with the standards of this section and §200.320.

(b) In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(c) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(d) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

- (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- (e) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.
- (f) Noncompetitive procurements can only be awarded in accordance with §200.320(c).

§200.320 Methods of procurement to be followed.

The non-Federal entity must have and use documented procurement procedures, consistent with the standards of this section and §§200.317, 200.318, and 200.319 for any of the following methods of procurement used for the acquisition of property or services required under a Federal award or sub-award.

- (a) **Informal procurement methods.** When the value of the procurement for property or services under a Federal award does not exceed the *simplified acquisition threshold* (SAT), as defined in §200.1, or a lower threshold established by a non-Federal entity, formal procurement methods are not required. The non-Federal entity may use informal procurement methods to expedite the completion of its transactions and minimize the associated administrative burden and cost. The informal methods used for procurement of property or services at or below the SAT include:

- (1) **Micro-purchases—(i) Distribution.** The acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (See the definition of *micro-purchase* in §200.1). To the maximum extent practicable, the non-Federal entity should distribute micro-purchases equitably among qualified suppliers.
- (i) **Micro-purchase awards.** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents it files accordingly. Purchase cards can be used for micro-purchases if procedures are documented and approved by the non-Federal entity.
- (ii) **Micro-purchase thresholds.** The non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations. Non-Federal entities may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) (<https://www.ecfr.gov/current/title->

[48/chapter-1/subchapter-A/part-2/subpart-2.1\)](#) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

- (iii) **Non-Federal entity ~~increase~~increases to the micro-purchase threshold up to \$50,000100,000.** Non-Federal entities may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The non-Federal entity may self-certify a threshold up to ~~\$50,000~~100,000 on an annual basis and must maintain documentation to be made available to the Federal awarding agency and auditors in accordance with §200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

- (A) A qualification as a low-risk auditee, in accordance with the criteria in §200.520 for the most recent audit;
- (B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,
- (C) For public institutions, a higher threshold consistent with State law.

- (iv) **Non-Federal entity ~~increase~~increases to the micro-purchase threshold over \$50,000100,000.** Micro-purchase thresholds higher than ~~\$50,000~~100,000 must be approved by the cognizant agency for indirect costs. The non-federal entity must submit a request with the requirements included in paragraph (a)(1)(iv) of this section. The increased threshold is valid until there is a change in status in which the justification was approved.

- (2) **Small purchases—**(i) **Small purchase procedures.** The acquisition of property or services, the aggregate dollar amount of which is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources as determined appropriate by the non-Federal entity.

- (i) **Simplified acquisition thresholds.** The non-Federal entity is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk and its documented procurement procedures which must not exceed the threshold established in the FAR. When applicable, a lower simplified acquisition threshold used by the non-Federal entity must be authorized or not prohibited under State, local, or tribal laws or regulations.

- (b) **Formal procurement methods.** When the value of the procurement for property or services under a Federal financial assistance award exceeds the SAT, or a lower threshold established by a non-Federal entity, formal procurement methods are

required. Formal procurement methods require following documented procedures. Formal procurement methods also require public advertising unless a non-competitive procurement can be used in accordance with §200.319 or paragraph (c) of this section. The following formal methods of procurement are used for procurement of property or services above the simplified acquisition threshold or a value below the simplified acquisition threshold the non-Federal entity determines to be appropriate:

- (1) **Sealed bids.** A procurement method in which bids are publicly solicited and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bids method is the preferred method for procuring construction, if the conditions.

- (i) In order for sealed bidding to be feasible, the following conditions should be present:

- (A) A complete, adequate, and realistic specification or purchase description is available;
- (B) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (C) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

- (ii) If sealed bids are used, the following requirements apply:

- (A) Bids must be solicited from an adequate number of qualified sources, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- (B) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (C) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (D) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(E) Any or all bids may be rejected if there is a sound documented reason.

(2) **Proposals.** A procurement method in which either a fixed price or cost-reimbursement type contract is awarded. Proposals are generally used when conditions are not appropriate for the use of sealed bids. They are awarded in accordance with the following requirements:

- (i) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Proposals must be solicited from an adequate number of qualified offerors. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- (ii) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and making selections;
- (iii) Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the non-Federal entity, with price and other factors considered; and
- (iv) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby offeror's qualifications are evaluated and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms that are a potential source to perform the proposed effort.

(c) **Noncompetitive procurement.** There are specific circumstances in which noncompetitive procurement can be used. Noncompetitive procurement can only be awarded if one or more of the following circumstances apply:

- (1) The acquisition of property or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);
- (2) The item is available only from a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation;
- (4) The Federal awarding agency or pass-through entity expressly authorizes a noncompetitive procurement in response to a written request from the non-Federal entity; or
- (5) After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (b)(1) through (5) of this section.

§200.322 Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-

based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

§200.323 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.324 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under subpart E of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.325 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a

solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

- (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
- (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
- (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
- (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
- (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

- (1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third-party contracts are awarded on a regular basis;
- (2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.326 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity

may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's requirements under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.327 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to this part.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(a) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by [41 U.S.C. 1908](#), must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(b) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(c) Equal Employment Opportunity. Except as otherwise provided under [41 CFR Part 60](#), all contracts that meet the definition of “federally assisted construction contract” in [41 CFR Part 60-1.3](#) must include the equal opportunity clause provided under [41 CFR 60-1.4\(b\)](#), in accordance with [Executive Order 11246](#), “Equal Employment Opportunity” ([30 FR 12319](#), 12935, [3 CFR Part, 1964-1965 Comp., p. 339](#)), as amended by [Executive Order 11375](#), “Amending [Executive Order 11246](#) Relating to Equal Employment Opportunity,”

and implementing regulations at [41 CFR part 60](#), “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(d) [Davis-Bacon Act](#), as amended ([40 U.S.C. 3141-3148](#)). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the [Davis-Bacon Act](#) ([40 U.S.C. 3141-3144](#), and [3146-3148](#)) as supplemented by Department of Labor regulations ([29 CFR Part 5](#), “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act ([40 U.S.C. 3145](#)), as supplemented by Department of Labor regulations ([29 CFR Part 3](#), “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(e) [Contract Work Hours and Safety Standards Act](#) ([40 U.S.C. 3701-3708](#)). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with [40 U.S.C. 3702](#) and [3704](#), as supplemented by Department of Labor regulations ([29 CFR Part 5](#)). Under [40 U.S.C. 3702](#) of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of [40 U.S.C. 3704](#) are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(f) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under [37 CFR § 401.2](#) (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of [37 CFR Part 401](#), “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under

Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(g) [Clean Air Act](#) (42 U.S.C. 7401-7671q.) and the [Federal Water Pollution Control Act](#) (33 U.S.C. 1251-1387), as amended - Contracts and subgrants of amounts in excess of \$1~~50,000~~100,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the [Clean Air Act](#) (42 U.S.C. 7401-7671q) and the [Federal Water Pollution Control Act](#) as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(h) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see [2 CFR 180.220](#)) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at [2 CFR 180](#) that implement Executive Orders 12549 ([3 CFR part 1986](#) Comp., p. 189) and 12689 ([3 CFR part 1989](#) Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than [Executive Order 12549](#).

(i) Byrd Anti-Lobbying Amendment ([31 U.S.C. 1352](#)) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by [31 U.S.C. 1352](#). Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(j) See § 200.323*

(k) See § 200.216**

(l) See § 200.322***

***§ 200.323 Procurement of recovered materials.**

A [non-Federal entity](#) that is a [state](#) agency or agency of a political subdivision of a [state](#) and its [contractors](#) must comply with section 6002 of the [Solid Waste Disposal Act](#), as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 CFR part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

****§ 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.**

(a) [Recipients](#) and sub [recipients](#) are prohibited from obligating or expending [loan](#) or grant funds to:

- (1) Procure or obtain;
- (2) Extend or renew a [contract](#) to procure or obtain; or
- (3) Enter into a [contract](#) (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](#), section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any [subsidiary](#) or affiliate of such entities).
 - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any [subsidiary](#) or affiliate of such entities).
 - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
 - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under [Public Law 115-232](#), section 889, subsection (f), paragraph (1), heads of executive agencies administering [loan](#), grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(c) See [Public Law 115-232](#), section 889 for additional information.

(d) See also [§ 200.471](#).

*****§ 200.322 Domestic preferences for procurements.**

(a) As appropriate and to the extent consistent with law, the [non-Federal entity](#) should, to the greatest extent practicable under a [Federal award](#), provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United [States](#) (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all [subawards](#) including all [contracts](#) and purchase orders for work or products under this award.

(b) For purposes of this section:

- (1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

IFB C2360-26-007 Culverts Pipe
Price Chart
FY26- 10/1/2025-9/30/2026

Primary

Alternate

Contractor: Wilson Culverts

PickUp Location: Elkhart, TX

Contractor: The Railroad Yard, Inc.

PickUp Location: N/A

Contractor Name: S&S Pipe & Supply Inc.

PickUp Location: Huntsville, TX

Contractor Name: Coburns Supply- Huntsville

PickUp Location: Huntsville, TX

Steel Pipe									
Diameter OD	Unit of Measure		Delivered to R&B Precinct	Picked up		Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up
2-3/8"	LFT		NO BID	NO BID		\$2.50	NO BID	\$3.50	\$3.75
2-7/8"	LFT		NO BID	NO BID		\$3.50	NO BID	\$4.50	\$4.75
4-1/2"	LFT		NO BID	NO BID		\$8.95	NO BID	\$10.50	\$11.50
6-5/8"	LFT		NO BID	NO BID		\$12.95	NO BID	\$18.50	\$19.50
12"	LFT		NO BID	NO BID		\$22.50	NO BID	NO BID	NO BID
12-3/4"	LFT		NO BID	NO BID		\$22.50	NO BID	\$26.50	\$27.50
14"	LFT		NO BID	NO BID		\$23.50	NO BID	NO BID	NO BID
16"	LFT		NO BID	NO BID		\$32.50	NO BID	\$39.50	\$40.50
18"	LFT		NO BID	NO BID		\$39.50	NO BID	\$57.50	\$59.50
20"	LFT		NO BID	NO BID		\$36.00	NO BID	\$59.50	\$61.50
24"	LFT		NO BID	NO BID		\$39.95	NO BID	\$69.50	\$71.50
26"	LFT		NO BID	NO BID		\$39.50	NO BID	NO BID	NO BID
30"	LFT		NO BID	NO BID		\$53.00	NO BID	\$135.00	\$140.00
36"	LFT		NO BID	NO BID		\$79.00	NO BID	\$155.00	\$160.00
42"	LFT		NO BID	NO BID		\$95.00	NO BID	NO BID	NO BID
48"	LFT		NO BID	NO BID		\$169.00	NO BID	NO BID	NO BID
54"	LFT		NO BID	NO BID		\$198.00	NO BID	NO BID	NO BID
60"	LFT		NO BID	NO BID		\$315.00	NO BID	NO BID	NO BID
72"	LFT		NO BID	NO BID		\$375.00	NO BID	NO BID	NO BID
84"	LFT		NO BID	NO BID		\$469.00	NO BID	NO BID	NO BID
96"	LFT		NO BID	NO BID		\$525.00	NO BID	NO BID	NO BID

Contractor: Wilson Culverts

Contractor: The Railroad Yard, Inc.

Contractor Name: S&S Pipe & Supply Inc.

Contractor Name: Coburns Supply- Huntsville

Corrugated, Galvanized Metal Pipe									
Diameter OD	Unit of Measure	Gauge	Delivered to R&B Precinct	Picked up		Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up
15"	LFT	16	\$17.36	\$17.36		NO BID	NO BID	NO BID	NO BID
18"	LFT	16	\$20.80	\$20.80		NO BID	NO BID	NO BID	NO BID
24"	LFT	16	\$27.72	\$27.72		NO BID	NO BID	NO BID	NO BID
30"	LFT	16	\$34.72	\$34.72		NO BID	NO BID	NO BID	NO BID
36"	LFT	16	\$42.00	\$42.00		NO BID	NO BID	NO BID	NO BID
48"	LFT	16	\$66.72	\$66.72		NO BID	NO BID	NO BID	NO BID
60"	LFT	16	\$82.44	\$82.44		NO BID	NO BID	NO BID	NO BID
72"	LFT	16	\$98.88	\$98.88		NO BID	NO BID	NO BID	NO BID
96"	LFT	14	\$156.40	\$156.40		NO BID	NO BID	NO BID	NO BID

Corrugated, Galvanized Metal, Polymer Coated Pipe									
Diameter OD	Unit of Measure	Gauge	Delivered to R&B Precinct	Picked up		Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up
15"	LFT	16	\$26.94	\$26.94		NO BID	NO BID	NO BID	NO BID
18"	LFT	16	\$31.20	\$31.20		NO BID	NO BID	NO BID	NO BID
24"	LFT	16	\$41.58	\$41.58		NO BID	NO BID	NO BID	NO BID
30"	LFT	16	\$52.80	\$52.80		NO BID	NO BID	NO BID	NO BID
36"	LFT	16	\$63.00	\$63.00		NO BID	NO BID	NO BID	NO BID
48"	LFT	16	\$100.08	\$100.08		NO BID	NO BID	NO BID	NO BID
60"	LFT	16	\$123.66	\$123.66		NO BID	NO BID	NO BID	NO BID
72"	LFT	16	\$148.32	\$148.32		NO BID	NO BID	NO BID	NO BID
96"	LFT	14	\$234.60	\$234.60		NO BID	NO BID	NO BID	NO BID

IFB C2360-26-007 Culverts Pipe
Price Chart
FY26- 10/1/2025-9/30/2026

Primary

Alternate

Contractor: Wilson Culverts

PickUp Location: Elkhart, TX

Contractor: The Railroad Yard, Inc.

PickUp Location: N/A

Contractor Name: S&S Pipe & Supply Inc.

PickUp Location: Huntsville, TX

Contractor Name: Coburns Supply- Huntsville

PickUp Location: Huntsville, TX

ADS Pipe									
Diameter OD	Unit of Measure	Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up	Delivered to R&B Precinct	Picked up
12"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$6.86	\$6.86
15"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$9.49	\$9.49
18"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$12.48	\$12.48
24"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$21.50	\$21.50
30"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$28.49	\$28.49
32"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID
36"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$39.73	\$39.73
42"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$55.82	\$55.82
48"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$71.64	\$71.64
60"	LFT	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	\$104.06	\$104.06

*Deliveries in Walker County could take place anywhere within: 10 Business Days (Wilson Culverts)

All measurements MUST be in linear foot

Road & Bridge Precinct Office Locations

RB Pct. 1, 350 A SH 75 N, Huntsville, TX 77320

RB Pct. 2, 123 Booker Rd, Huntsville, TX 77320

RB Pct. 3, 2986A SH 19, Huntsville, TX 77320

RB Pct. 4, 9368 SH 75 S, Huntsville, TX 77358

A Department can use Alternate Vendor when rules apply. Please Refer to Solicitation Sections S & T or Contact the Purchasing Office

Laura Buccafurni CTCD, CTCM 8/4/25

Laura Buccafurni, CTCD, CTCM
Assistant Purchaser III

Cheryl Cowart CTCD, CTCM 8/4/25

Cheryl Cowart, CTCD, CTCM
Purchasing Agent



ORDER NO. 2025-92

AN ORDER OF THE COMMISSIONERS COURT OF WALKER COUNTY, TEXAS, FINDING THAT ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTMENT OF AN ANNUAL BUDGET; APPROVING AND ADOPTING THE OPERATING AND PROJECTS BUDGETS FOR WALKER COUNTY, TEXAS, FOR THE PERIOD OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

- WHEREAS, in accordance with the Texas Local Government Code, an itemized budget was prepared and presented showing a comparison of expenditures between the budget and the actual expenditures for the same or similar purposes for the preceding year and projects for which expenditures and the estimated amount of money carried for each [Texas Local Government Code § 111.004(a)]; and
- WHEREAS, the prepared budget contains financial information of the County that shows the outstanding obligations of the County, the available funds on hand to the credit of each fund, the funds received from all sources during the preceding year; the funds available from all sources during the ensuing year; the estimated revenue available to cover the budget; and the estimated tax rate required to cover the budget [Texas Local Government Code § 111.004(b)]; and
- WHEREAS, on August 12, 2025 the proposed budget was filed with the County Clerk and the proposed budget was posted on the County's web site, and made available for public inspection as required by Texas Local Government Code § 111.006] and
- WHEREAS, on August 13, 2025, notice of a public hearing on the proposed budget was published in the County's official newspaper and notice was posted on the County's website for a public hearing relating to the budget, and included one publication not earlier than the 30th day or later than the 10th day before the date of the hearing (Texas Local Government Code § 111.0075); and
- WHEREAS, on August 13, 2025 notice of a public hearing on tax increase was published in the County's official newspaper and notice was posted on the County's website for a public hearing relating to the tax increase, and included one publication not earlier than the 30th day or later than the 5th day before the date of the hearing; and
- WHEREAS, on August 25, 2025 the Commissioners Court of the County held a public hearing on the budget; and
- WHEREAS, on August 25, 2025 the Commissioners Court of the County held a public hearing on the tax rate increase; and
- WHEREAS, the budget for the year October 1, 2025 through September 30, 2026, has been presented to the Commissioners Court and the Commissioners Court has held a public hearing with all notice as required by law, and all comments and objections have been considered; and
- WHEREAS, the Commissioners Court has, as required by Texas Local Government Code § 111.008(c) for adoption of a budget that will require raising more revenue from property taxes than in the previous year, ratified the property tax increase reflected in the budget ; and
- WHEREAS, the Commissioners Court now makes changes to the budget that it considers warranted by law or in the best interest of the County taxpayers;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE COMMISSIONERS COURT OF WALKER COUNTY, TEXAS, that:

SECTION 1: Commissioners Court adopts the budget for Walker County Texas, now before the Commissioners Court for consideration and attached, as the budget for Walker County period of October 1, 2025, through September 30, 2026.

SECTION 2: Budgets adopted by fund for revenues, operating expenses, debt service, project and capital expenditures are as follows:

- SECTION 3: General Projects, General Capital Projects, Capital Projects, and Long-Range Planning Fund budgets, proceeds from debt issue, equipment replacements, contingency funds, and other projects and expenditures funded in prior budgets in the listed funds remain allocated until completion of the project. Funded projects do not lapse at the September 30th fiscal year end. Projects funded from specific debt issues remain funded until the purpose of the debt issue has been met and all funds disposed of in accordance with the debt issue.
- SECTION 4: Salaries of Elected Officials, as published in the newspaper on August 13, 2025, are set by this Order and the Employee Compensation Plan is approved as attached, effective as of the first date of the 2025-2026 budget year (Exhibit A).
- SECTION 5: Employee allocations for each department, as detailed are approved as attached (Exhibit B).
- SECTION 6: The Allocation by Category for the General Fund, Road and Bridge Fund and EMS Fund as detailed are approved as attached (Exhibit C).
- SECTION 7: Sources of Funds and revenue budget all funds, and revenue budget for funds is approved as attached (Exhibit D).
- SECTION 8: Expenditures by object code budget all funds is approved as attached (Exhibit E).
- SECTION 9: Commissioners Court, after final adoption of the budget, may spend county funds only in strict compliance with the budget, except in an emergency. [Texas Local Government Code § 111.010(b)].
- SECTION 10: Commissioners Court may amend this budget from time to time as provided by law for the purposes of authorizing emergency expenditures. [Texas Local Government Code § 111.010(c)].
- SECTION 11: Commissioners Court by order may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure. [Texas Local Government Code § 111.010(d)].
- SECTION 12: Special budgets for grants or aid money received by the county that are not included in this budget shall be certified to the Commissioners Court by the County Auditor and a special budget adopted for the limited purpose of spending the grant or aid money for its intended purpose. [Texas Local Government Code § 111.0106].
- SECTION 13: Money received from intergovernmental contracts that is available for the fiscal year but not included in this budget shall be certified to the Commissioners Court by the County Auditor and a special budget will be adopted for the limited purpose of spending the revenue from intergovernmental contracts for its intended purpose. [Texas Local Government Code § 111.0107].
- SECTION 14: Special budget for revenue received after the start of the fiscal year that are not included in this budget shall be certified to the Commissioners Court by the County Auditor and a special budget will be adopted for the limited purpose of spending the revenues for general purposes or its intended purposes. [Texas Local Government Code § 111.0108].
- SECTION 15: Commissioners Court expressly repeals all previous budget actions and appropriations made by the Commissioners Court if in conflict with the provisions of this order. If a court of competent jurisdiction declares any part, portion, or section of this order invalid, inoperative, or void for any reason, such decision, opinion, or judgment shall in no way affect the remaining portions, parts, or sections, or parts of a section of this order, which provisions shall be, remain, and continue to be in full force and effect.
- SECTION 16: This order shall take effect immediately after its passage.

Order 2025-92 APPROVING AND ADOPTING THE OPERATING AND PROJECTS BUDGETS FOR WALKER COUNTY, TEXAS, FOR THE PERIOD OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026

PASSED AND APPROVED on this the 25th day of August, 2025.

WALKER COUNTY TEXAS

Colt Christian, County Judge

Danny Kuykendall, Commissioner Precinct 1

Ronnie White, Commissioner Precinct 2

Bill Daugette, Jr., Commissioner Precinct 3

Brandon Decker, Commissioner Precinct 4

Approved as to form:

Will Durham, Walker County District Attorney



**Employee Compensation Plan
Salary Group Ranges**

Adopted Budget
Effective October 1, 2025
Order 2025-92 Exhibit A

Exhibit A

Pay Group	Job Code	Job Titles	Minimum Salary	Market Salary	Maximum Salary
101	AsstPur1	Assistant Purchaser 1	\$35,685	\$41,780	\$52,169
	LHeaAuth	Local Health Authority			
	JanAst1	Janitorial Assistant 1			
102	DataCk1	Clerk 1	\$37,377	\$43,779	\$54,686
103	DataCk3	Data Clerk 3	\$39,154	\$45,876	\$57,330
	DepClk1	Deputy Clerk 1			
	JanSup	Janitorial Supervisor			
	ITHelpDesk	IT Help Desk 1			
	OffAdmin	Office Administrator			
104	DepSpec1	Deputy Specialist 1	\$41,022	\$48,079	\$60,109
	Maint1	Maintenance Assistant 1			
	Oper3	Operator 3			
	Tech1	Development Technician 1			
105	AsstAud1	Assistant Auditor 1	\$42,982	\$50,392	\$63,020
	AsstPur2	Assistant Purchaser 2			
	CO1	Correctional Officer 1			
	DepClk2	Deputy Clerk 2			
	DepSpec2	Deputy Specialist 2			
	Maint2	Maintenance Assistant 2			
	ProgAsst	Program Assistant			
106	AsstTrea1	Assistant Treasurer 1	\$45,041	\$52,820	\$66,079
	CivClk	Civil Clerk			
	CollOff	Collections Officer			
	CO2	Correctional Officer 2			
	CSRCoord	CSR Coordinator			
	Maint3	Maintenance Assistant 3			
	Oper4	Operator 4			
	PreBOffi	Pretrial Bond Officer			
	Tech2	Development Technician 2			
107	ChDepCk1	Chief Deputy Clerk 1	\$47,201	\$55,370	\$69,293
	CO3	Correctional Officer 3			
	DepClk3	Deputy Clerk 3			
	DepSpec3	Deputy Specialist 3			
	Mech	Mechanic			
	LegSec	Legal Secretary			
	Maint4	Maintenance Assistant 4			
	CJOffAdmin	County Judge Office Administrator			
	TeleComm	P S Telecommunicator			
108	AdmAsst	Administrative Assistant	\$49,471	\$58,047	\$72,666
	AsstAud2	Assistant Auditor 2			
	DepTrea2	Deputy Treasurer 2			
	JuvOff1	Juvenile Probation Officer 1			
	LegAsst1	Legal Assistant 1			
	Oper5	Operator 5			

Order 2025-92 Exhibit A

Pay Group	Job Code	Job Titles	Minimum Salary	Market Salary	Maximum Salary
109	CommSpec COShift CtCoor1 DepClk4 DepSpec4 ITAnalyt LegAsst2 VetDir	Communications Specialist Correctional Officer - Shift Court Coordinator 1 Deputy Clerk 4 Deputy Specialist 4 IT Analyst Legal Assistant 2 Veterans Services Director	\$51,853	\$60,858	\$76,209
110	JuvOff2	Juvenile Probation Officer 2	\$54,355	\$63,810	\$79,927
111	AsstAud3 AsstPur3 CommSup Coor-HC Coor-VC CtCoor2 DepCon1 ElecMgr EMTBasic FAsstDC SODep1 TransDep	Assistant Auditor 3 Assistant Purchaser 3 Communications Supervisor Coordinator Hot Check Coordinator Victims Asst Court Coordinator 2 Deputy Constable 1 Elections Manager EMT Basic/Advanced EMT First Assistant - District Clerk Sheriff Deputy 1 Transport Deputy	\$56,980	\$66,909	\$83,833
112A	EnvOffcr	Environmental Enforcement Officer	\$59,740	\$71,192	\$87,933
112	ChDepCk2 ChiefTax Chief-CC DepCon2 EMTAdv Foreman Nurse JuvOff3 ProgAdm ProgAdmD SODep2 SolidWas	Chief Deputy Clerk 2 Chief Deputy Tax Assessor Chief Deputy-County Clerk Deputy Constable 2 EMT-Advanced Foreman Jail Nurse-LVN Juvenile Probation Officer 3 Program Administrator Development Program Administrator Sheriff Deputy 2 Solid Waste Enforcement	\$59,740	\$70,164	\$87,933
113	HRSpec Payroll SODep3	HR Specialist Payroll Administrator Sheriff Deputy 3	\$62,634	\$73,582	\$92,239
114A	Det	Detective	\$65,676	\$80,108	\$96,761
114	AsstAud4 AsstComm Const DepEMC ProgAdm2 ExeAdm ExCtAdm Inves1 MainDir	Assistant Auditor 4 Asst Communications Dir Constable Deputy EMC Development Program Administrator 2 Executive Administrator Executive Court Administrator Investigator 1 Maintenance Director	\$65,676	\$77,170	\$96,761

Order 2025-92 Exhibit A

Pay Group	Job Code	Job Titles	Minimum Salary	Market Salary	Maximum Salary
115	InCharge	EMS In Charge/Attendant Paramedic	\$62,634	\$82,403	\$92,239
115E	InCharge	EMS In Charge/Attendant Paramedic II	\$62,634	\$89,071	\$92,239
116A	Sgt	Sergeant	\$72,221	\$88,807	\$106,492
116B	DistChi DivChi	EMS District Chief EMS Division Chief	\$72,221	\$93,493	\$106,492
116E	DistChi DivChi	EMS District Chief EMS Division Chief	\$72,221	\$100,061	\$106,492
116	AsstDA1 Inves2 ITNWAdm ITSysAdm SOITsysAd JP	Assistant DA 1 Investigator 2 IT Network Administrator IT System Administrator SO IT System Administrator Justice of the Peace	\$72,221	\$84,893	\$106,492
117	JuvDir	Juvenile Services Director	\$75,741	\$89,047	\$111,724
118A	Lt	Lieutenant	\$79,437	\$97,723	\$117,221
118B	EMSMedir	EMS Medical Director	\$79,437	\$97,816	\$117,221
118E	AsEMSChi	Assistant EMS Chief II	\$79,437	\$100,076	\$117,221
118	AsstDA2 AsEMSChi ChiefInv CommDir PurAgt	Assistant DA 2 Assistant EMS Chief Chief Investigator Communications Director Purchasing Agent	\$79,437	\$93,408	\$117,221
119	AsstDA3 CoClk DistClk FAsstAud TAC Treas	Assistant DA 3 County Clerk District Clerk First Assistant Auditor Tax Assessor Collector Treasurer	\$83,318	\$97,987	\$122,991
120	Comm EMCoord ITDir JailAdm PlanDir	County Commissioner Emergency Mgt Coordinator IT Director Jail Administrator Planning & Dev Director	\$87,393	\$102,796	\$129,048
121	AsstDA4	Assistant DA 4	\$91,670	\$107,844	\$135,410
122	EMSChf SenPros	EMS Chief Senior Prosecutor	\$96,164	\$113,145	\$142,089
124	ChiefDep FAsstDA	Chief Deputy Sheriff First Assistant DA	\$105,834	\$124,555	\$156,467
127	Sheriff	Sheriff	\$122,229	\$143,902	\$180,843
128	CoJudge	County Judge	\$128,250	\$151,007	\$189,795
130	CCL	Court at Law Judge	\$141,208	\$166,298	\$209,062

Employee Allocations by Department

Exhibit B

Adopted Budget for the Fiscal Year October 1, 2025 - September 30, 2026

August 25, 2025

Order 2025-92 Exhibit B

[illegible]

GENERAL FUND

15010 County Judge

County Judge	128	1.00	1.00						
Executive Administrator	114	1.00	1.00						
County Judge Office Administrator	107	1.00	1.00						
Local Health Authority	101	1.00	1.00						
(In Lieu of) Fire Marshal		<u>1.00</u>	<u>1.00</u>						
Total County Judge		5.00	5.00	\$	305,275	\$	-	\$	315,458

15020 IT Operations

IT Director	120	1.00	1.00						
IT Network Administrator	116	0.00	1.00						
IT System Administrator	116	1.00	1.00						
IT Analyst	109	1.00	1.00						
IT Help Desk 1	103	<u>0.00</u>	<u>1.00</u>						
Total County Judge-IT		3.00	5.00	\$ 249,267	\$ 4,420	\$ 385,316	\$ 2,550		

15050 County Clerk

County Clerk	119	1.00	1.00						
Chief Deputy - County Clerk	112	1.00	1.00						
Deputy Clerk 4	109	1.00	1.00						
Administrative Assistant	108	1.00	1.00						
Deputy Clerk 3	107	2.00	2.00						
Deputy Clerk 2	105	2.00	2.00						
Deputy Clerk 1	103	<u>2.00</u>	<u>2.00</u>						
Total County Clerk		10.00	10.00	\$	570,929	\$	5,780	\$	590,332
				\$		\$		\$	6,460

16010 Voter Registration

Deputy Specialist 3	107	<u>1.00</u>	<u>1.00</u>						
Total Voter Registration		1.00	1.00	\$	53,519	\$	1,870	\$	55,370
				\$		\$		\$	2,040

16020 Elections

[illegible]

17010 County Facilities

[illegible]

Full time may be filled with part-time(s)

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
19010 Centralized Costs							
Clerk 1	102	<u>0.50</u>	<u>0.50</u>				
Total Centralized Costs		0.50	0.50	\$ 21,793	\$ -	\$ 22,583	\$ -
20010 County Auditor							
County Auditor		1.00	1.00				
First Assistant Auditor	119	1.00	1.00				
Assistant Auditor 4	114	4.00	4.00				
Assistant Auditor 3	111	1.00	2.00				
Assistant Auditor 2	108	2.00	1.00				
Assistant Auditor 1	105	0.50	0.50				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total County Auditor		9.50	9.50	\$ 731,451	\$ 14,960	\$ 769,038	\$ 15,470
<i>Note: or as per Order of District Judges</i>							
20020 County Treasurer							
Treasurer	119	1.00	1.00				
HR Specialist	113	1.00	1.00				
Payroll Administrator	113	1.00	1.00				
Deputy Treasurer 2	108	1.00	1.00				
Assistant Treasurer 1	106	1.00	1.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total County Treasurer		5.00	5.00	\$ 349,875	\$ 7,140	\$ 361,699	\$ 7,650
20030 Collections-County Treasurer							
Collections Officer	106	<u>2.00</u>	<u>2.00</u>				
Total Collections-County Treasurer (1 to be bilingual)		2.00	2.00	\$ 102,062	\$ 6,630	\$ 105,640	\$ 6,970
20040 Purchasing							
Purchasing Agent	118	1.00	1.00				
Assistant Purchaser 3	111	1.00	1.00				
Assistant Purchaser 2	105	1.00	1.00				
Assistant Purchaser 1	101	<u>0.00</u>	<u>0.50</u>				
Total Purchasing		3.00	3.50	\$ 205,568	\$ 1,190	\$ 232,965	\$ 1,360
21010 Vehicle Registration							
Tax Assessor Collector	119	1.00	1.00				
Chief Deputy Tax Assessor	112	1.00	1.00				
Deputy Specialist 4	109	1.00	1.00				
Deputy Specialist 1	104	<u>5.00</u>	<u>6.00</u>				
Total Vehicle Registration		8.00	9.00	\$ 453,952	\$ 13,770	\$ 517,483	\$ 13,940
<i>Full time may be filled with part-time(s)</i>							
30010 Courts Central							
Salary Supplement-Constables		<u>0.00</u>	<u>0.00</u>				
Total Courts Central		0.00	0.00	\$ 36,160	\$ -	\$ 34,320	\$ -
30020 County Court at Law							
Court at Law Judge	130	1.00	1.00				
Court Reporter		1.00	1.00				
Executive Court Administrator	114	1.00	1.00				
Court Coordinator 2	111	<u>1.00</u>	<u>1.00</u>				
Total County Court-at-Law		4.00	4.00	\$ 423,428	\$ 7,310	\$ 444,928	\$ 3,230

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
30030 12th Judicial District Court							
Judge 12th Judicial District (Supplement)		0.00	0.00				
Court Reporter		1.00	1.00				
Executive Court Administrator	114	1.00	1.00				
Court Coordinator 2	111	<u>1.00</u>	<u>1.00</u>				
Total 12th Judicial District Court		3.00	3.00	\$ 211,781	\$ 2,040	\$ 220,259	\$ 2,210
30040 278th Judicial District Court							
Judge 278th Judicial District (Supplement)		0.00	0.00				
Court Reporter		1.00	1.00				
Executive Court Administrator	114	1.00	1.00				
Court Coordinator 2	111	<u>1.00</u>	<u>1.00</u>				
Total 278th Judicial District Court		3.00	3.00	\$ 223,566	\$ 6,630	\$ 232,874	\$ 4,760
30050 CSCD Pretrial Bond Supervision							
Pretrial Bond Officer	106	<u>1.00</u>	<u>1.00</u>				
Total Pretrial Bond Supervision		1.00	1.00	\$ 51,031	\$ -	\$ 52,820	\$ -
31010 District Clerk							
District Clerk	119	1.00	1.00				
Chief Deputy Clerk 2	112	1.00	1.00				
First Assistant - District Clerk	111	1.00	1.00				
Deputy Clerk 3	107	2.00	2.00				
Deputy Clerk 2	105	1.00	1.00				
Deputy Clerk 1	103	2.00	2.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total District Clerk		8.00	8.00	\$ 491,594	\$ 14,280	\$ 508,500	\$ 15,980
32010 Criminal District Attorney							
Criminal District Attorney (Supplement)		0.00	0.00				
First Assistant DA	124	1.00	1.00				
Senior Prosecutor	122	1.00	1.00				
Assistant DA 4	121	1.00	1.00				
Assistant DA 3	119	2.00	2.00				
Assistant DA 2	118	2.00	2.00				
Chief Investigator	118	1.00	1.00				
Assistant DA 1	116	2.00	2.00				
Investigator 2	116	1.00	1.00				
Executive Administrator	114	1.00	1.00				
Investigator 1	114	1.00	1.00				
Coordinator Victims Assist	111	1.00	1.00				
Coordinator Hot Check	111	1.00	0.00				
Legal Assistant 2	109	1.00	2.00				
Legal Assistant 1	108	0.00	3.00				
Legal Assistant 1	107	3.00	0.00				
Legal Secretary	107	3.00	3.00				
Clerk 1	102	<u>0.43</u>	<u>0.43</u>				
Total Criminal District Attorney		22.43	22.43	\$ 1,745,756	\$ 11,560	\$ 1,803,263	\$ 13,940

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
33010 Justice of Peace - Precinct 1							
Justice of Peace	116	1.00	1.00				
Chief Deputy Clerk 1	107	1.00	1.00				
Deputy Clerk 1	103	<u>2.00</u>	<u>2.00</u>				
Total Justice of Peace - Precinct 1		4.00	4.00	\$ 236,570	\$ 8,330	\$ 244,348	\$ 8,500
33020 Justice of Peace - Precinct 2							
Justice of Peace	116	1.00	1.00				
Chief Deputy Clerk 1	107	1.00	1.00				
Deputy Clerk 1	103	<u>1.00</u>	<u>1.00</u>				
Total Justice of Peace - Precinct 2		3.00	3.00	\$ 191,856	\$ 4,420	\$ 198,004	\$ 4,760
33030 Justice of Peace - Precinct 3							
Justice of Peace	116	1.00	1.00				
Chief Deputy Clerk 1	107	1.00	1.00				
Deputy Clerk 1	103	<u>1.00</u>	<u>1.00</u>				
Total Justice of Peace - Precinct 3		3.00	3.00	\$ 192,482	\$ 4,420	\$ 198,645	\$ 4,590
33040 Justice of Peace - Precinct 4							
Justice of Peace	116	1.00	1.00				
Chief Deputy Clerk 1	107	1.00	1.00				
Deputy Clerk 2	105	1.00	1.00				
Deputy Clerk 1	103	<u>1.00</u>	<u>1.00</u>				
Total Justice of Peace - Precinct 4		4.00	4.00	\$ 239,248	\$ 8,670	\$ 247,094	\$ 10,030
36010 Juvenile Probation Support							
Supplement to Grant Funds		<u>0.00</u>	<u>0.00</u>				
Total Juvenile Probation Support		0.00	0.00	\$ 89,419	\$ -	\$ 89,419	\$ -
41010 Sheriff's Office							
Sheriff	127	1.00	1.00				
Chief Deputy Sheriff	124	1.00	1.00				
Lieutenant	118A	2.00	2.00				
SO IT System Administrator	116	1.00	1.00				
Sergeant	116A	7.00	7.00				
Detective	114A	6.00	6.00				
Sheriff Deputy 3	113	3.00	3.00				
Sheriff Deputy 2	112	7.00	7.00				
Sheriff Deputy 1	111	13.00	13.00				
Deputy Clerk 2	105	1.00	1.00				
Office Administrator	103	1.00	1.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total Sheriff's Office		43.00	43.00	\$ 3,257,600	\$ 54,230	\$ 3,378,676	\$ 61,880
43010 Courthouse Security General Fund							
Sheriff Deputy 2	112	1.00	1.00				
Sheriff Deputy 1	111	2.00	2.00				
Correctional Officer 3	107	<u>1.00</u>	<u>1.00</u>				
Total Courthouse Security/Bailiff		4.00	4.00	\$ 251,905	\$ 6,460	\$ 260,757	\$ 6,800
44001 Constables Central							
Deputy Clerk 3	107	1.00	1.00				
Deputy Clerk 3 (PT)	107	<u>0.30</u>	<u>0.30</u>				
Total Constables Central		1.30	1.30	\$ 85,570	\$ 2,890	\$ 88,376	\$ 3,060
44010 Constable - Precinct 1							
Constable	114	<u>1.00</u>	<u>1.00</u>				
Total Constable - Precinct 1		1.00	1.00	\$ 74,787	\$ 3,910	\$ 77,170	\$ 4,080

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
44020 Constable - Precinct 2							
Constable	114	1.00	1.00				
Deputy Constable 1 (PT)	111	<u>0.12</u>	<u>0.31</u>				
Total Constable - Precinct 2		1.12	1.31	\$ 83,453	\$ 1,700	\$ 97,829	\$ 1,870
44030 Constable - Precinct 3							
Constable	114	1.00	1.00				
Deputy Constable 1	111	<u>1.00</u>	<u>1.00</u>				
Total Constable - Precinct 3		2.00	2.00	\$ 139,564	\$ 2,890	\$ 144,079	\$ 3,910
44040 Constable - Precinct 4							
Constable	114	1.00	1.00				
Deputy Constable 2	112	1.00	1.00				
Deputy Constable 1	111	4.00	4.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total Constable - Precinct 4		6.00	6.00	\$ 413,061	\$ 11,390	\$ 426,977	\$ 11,730
45010 Department of Public Safety Support							
Deputy Clerk 2	105	1.00	1.00				
Office Administrator	103	<u>0.00</u>	<u>0.00</u>				
Total Department of Public Safety		1.00	1.00	\$ 51,031	\$ 4,930	\$ 52,607	\$ 5,100
46010 Emergency Management							
Emergency Management Coordinator	120	1.00	1.00				
Deputy EMC	114	1.00	1.00				
Executive Administrator	114	1.00	1.00				
Clerk 1	102	0.63	1.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total Emergency Management		3.63	4.00	\$ 278,514	\$ 8,330	\$ 303,915	\$ 8,500
50010 County Jail							
Jail Administrator	120	1.00	1.00				
Lieutenant	118A	1.00	1.00				
Transport Deputy	111	2.00	3.00				
Correctional Officer - Shift	109	4.00	4.00				
Maintenance Assistant 4	107	1.00	1.00				
Correctional Officer 3	107	3.00	3.00				
Mechanic	107	0.00	1.00				
Jail Mechanic	106	1.00	0.00				
Correctional Officer 1	105	26.00	26.00				
Office Administrator	103	1.00	1.00				
Data Clerk 3	103	1.00	1.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total County Jail		41.00	42.00	\$ 2,320,740	\$ 24,140	\$ 2,453,043	\$ 23,630
50020 County Jail - Inmate Medical							
Jail Nurse - LVN	112	2.00	2.00				
Medical Assistants Part-time(s)		0.63	0.63				
Overtime		<u>0.00</u>	<u>0.00</u>				
		2.63	2.63	\$ 165,116	\$ 1,700	\$ 171,107	\$ 2,890
50120 Community Services							
CSR Coordinator	106	<u>1.00</u>	<u>1.00</u>				
Total Probation Support		1.00	1.00	\$ 51,031	\$ 2,380	\$ 52,820	\$ 2,550
60010 Veteran's Services							
Veterans Services Director	109	<u>0.53</u>	<u>0.53</u>				
Total Veteran's Services		0.53	0.53	\$ 31,454	\$ -	\$ 32,512	\$ -

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
61020 Planning and Development Department							
Planning & Dev Director	120	1.00	1.00				
Development Program Administrator 2	114	1.00	1.00				
Environmental Enforcement Officer	112A	2.00	2.00				
Development Program Administrator	112	1.00	1.00				
Development Technician 2	106	1.00	1.00				
Development Technician 1	104	<u>3.26</u>	<u>3.26</u>				
Total Utility Department		9.26	9.26	\$ 584,870	\$ 10,030	\$ 604,198	\$ 10,710
70010 Historical Commission							
Clerk 1	102	<u>0.43</u>	<u>0.43</u>				
Total Historical Commission		0.43	0.43	\$ 18,519	\$ -	\$ 19,203	\$ -
70020 Texas Agrilife Extension							
AgriLife Extension Agents (3 Supplements)		0.00	0.00				
Program Assistant	105	1.00	1.00				
Office Administrator	103	1.00	1.00				
Clerk 1	102	<u>0.87</u>	<u>0.87</u>				
Total Texas Agrilife Extension		2.87	2.87	\$ 214,768	\$ -	\$ 223,148	\$ -
Total General Fund		<u>235.20</u>	<u>240.26</u>	<u>\$ 15,791,528</u>	<u>\$ 261,120</u>	<u>\$ 16,630,634</u>	<u>\$ 277,780</u>

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
<u>ROAD AND BRIDGE FUND</u>							
82210 Precinct 1							
County Commissioner	120	1.00	1.00				
Foreman	112	1.00	1.00				
Operator 5	108	6.00	6.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total R&B Precinct 1		8.00	8.00	\$ 526,233	\$ 22,780	\$ 543,908	\$ 20,400
82220 Precinct 2							
County Commissioner	120	1.00	1.00				
Foreman	112	1.00	1.00				
Operator 5	108	8.00	8.00				
Administrative Assistant	108	0.00	1.00				
Office Administrator	103	1.00	0.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total R&B Precinct 2		11.00	11.00	\$ 717,925	\$ 17,340	\$ 741,898	\$ 18,530
82230 Precinct 3							
County Commissioner	120	1.00	1.00				
Foreman	112	1.00	1.00				
Operator 5	108	8.00	8.00				
Administrative Assistant	108	0.00	1.00				
Operator 3 (Temp PT)	104	0.00	0.22				
Office Administrator	103	1.00	0.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total R&B Precinct 3		11.00	11.22	\$ 702,964	\$ 10,370	\$ 734,569	\$ 8,840
82240 Precinct 4							
County Commissioner	120	1.00	1.00				
Foreman	112	1.00	1.00				
Operator 5	108	8.00	8.00				
Administrative Assistant	108	0.00	1.00				
Office Administrator	103	1.00	0.00				
Overtime		<u>0.00</u>	<u>0.00</u>				
Total R&B Precinct 4		11.00	11.00	\$ 687,237	\$ 12,580	\$ 710,440	\$ 13,430
88010 Weigh Station Site Support							
Clerk 1	102	<u>0.50</u>	<u>0.50</u>				
Total Weigh Station Site Support		0.50	0.50	\$ 21,333	\$ -	\$ 22,123	\$ -
Total Road & Bridge Fund		<u>41.50</u>	<u>41.72</u>	<u>\$ 2,655,692</u>	<u>\$ 63,070</u>	<u>\$ 2,752,938</u>	<u>\$ 61,200</u>

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026

WALKER COUNTY EMS FUND

46100 Walker County EMS-Emergency

EMS Chief	122	1.00	1.00				
EMS Medical Director	118B	1.00	1.00				
Assistant EMS Chief	118	1.00	1.00				
EMS Division Chief	116B	1.00	1.00				
EMS District Chief	116B	3.00	3.00				
EMS In Charge/Attendant Paramedic	115	25.00	26.00				
EMS In Charge/Attendant Paramedic	113A	1.00	0.00				
EMT Basic/Advanced EMT	111	10.00	10.00				
Administrative Assistant	108	1.00	1.00				
Office Administrator	103	1.00	1.00				
EMS Emergency Part-time(s)		1.49	1.49				
Emergency Fill Ins		0.00	0.00				
Total Walker County EMS		46.49	46.49	\$ 3,855,057	\$ 21,420	\$ 4,022,205	\$ 17,510

Up to seven positions(paramedic certified)
may be filled at level II for pay grades 115-
118 as identified in the pay classification
system where established criteria is met

Total Walker County EMS **46.49** **46.49** **\$ 3,855,057** **\$ 21,420** **\$ 4,022,205** **\$ 17,510**

Order 2025-92 Exhibit B

Department/ Position	Pay Group	Total Full Time Equivalents 2024-2025	Total Full Time Equivalents 2025-2026	Total Salary Budget 2024-2025	Total Longevity Budget 2024-2025	Total Salary Budget 2025-2026	Total Longevity Budget 2025-2026
<u>SPECIAL REVENUE FUNDS</u>							
515-15060 County Clerk Records Preservation							
Clerk 1	102	0.50	0.50				
Deputy Clerk 2	105	1.00	1.00				
Total County Clerk Records Preservation		1.50	1.50	\$ 73,102	\$ 1,700	\$ 75,341	\$ -
519-31030 District Clerk Rider Fund							
Supplement		0.00	0.00				
Total District Clerk Rider Fund		0.00	0.00	\$ 6,000	\$ -	\$ 6,000	\$ -
526-34030 Law Library							
Supplement		0.00	0.00				
Total Law Library		0.00	0.00	\$ 7,800	\$ -	\$ 7,800	\$ -
536 -43020 Courthouse Security							
Sheriff Deputy 2	112	1.00	1.00				
Total Courthouse Security		1.00	1.00	\$ 69,138	\$ 2,380	\$ 71,882	\$ 2,550
561-34050 Pretrial Intervention Program							
Supplement		0.00	0.00				
Total Pretrial Intervention Program		0.00	0.00	\$ 25,000	\$ -	\$ 25,000	\$ -
578-50040 Sheriff Commissary Fund							
Supplement		0.00	0.00				
Total Sheriff Commissary Fund		0.00	0.00	\$ 3,000	\$ -	\$ 3,000	\$ -
584-16040 Tax Assessor Elections Service Contract Fund							
Supplement		0.00	0.00				
Total Tax Assessor Service Contract Fund		0.00	0.00	\$ 3,900	\$ -	\$ 3,900	\$ -
Total Special Revenue Funds		2.50	2.50	\$ 187,940	\$ 4,080	\$ 192,923	\$ 2,550
Total All Funds		325.69	330.97	\$ 22,490,217	\$ 349,690	\$ 23,598,700	\$ 359,040

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

101-General Fund

15010-County Judge

Salaries/Other Pay/Benefits	320,231	416,931	416,931	400,608	432,025
Operations	7,940	12,915	12,915	12,915	12,915
Department Total	328,171	429,846	429,846	413,523	444,940

15020-IT Operations

Salaries/Other Pay/Benefits	268,662	344,080	344,080	304,634	532,490
Operations	3,453	9,505	9,505	9,505	14,105
Department Total	272,115	353,585	353,585	314,139	546,595

15030-IT Hardware/Software

Operations	672,150	781,040	741,362	741,362	723,849
Department Total	672,150	781,040	741,362	741,362	723,849

15050-County Clerk

Salaries/Other Pay/Benefits	749,534	816,835	816,835	792,397	845,572
Operations	63,307	104,201	107,025	107,025	105,551
Department Total	812,841	921,036	923,860	899,422	951,123

16010-Voter Registration

Salaries/Other Pay/Benefits	74,079	78,904	78,904	78,499	81,782
Operations	16,846	8,000	10,600	8,000	8,000
Department Total	90,925	86,904	89,504	86,499	89,782

16020-Elections

Salaries/Other Pay/Benefits	160,504	167,030	207,030	202,393	173,958
Operations	56,205	111,678	85,678	85,678	112,678
Department Total	216,709	278,708	292,708	288,071	286,636

17010-County Facilities

Salaries/Other Pay/Benefits	625,269	705,589	705,589	705,712	733,639
Operations	373,267	504,302	584,872	584,872	415,092

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Department Total	998,536	1,209,891	1,290,461	1,290,584	1,148,731
17020-Facilities-Justice Center Municipal Allocation					
Operations	8,221	10,983	10,983	10,983	10,983
Department Total	8,221	10,983	10,983	10,983	10,983
19010-Centralized Costs					
Salaries/Other Pay/Benefits	393,347	746,632	746,632	446,604	870,346
Operations	786,911	863,304	863,304	863,304	908,304
Department Total	1,180,258	1,609,936	1,609,936	1,309,908	1,778,650
19200-Contingency					
Contingency	0	818,500	590,536	590,536	1,125,170
Department Total	0	818,500	590,536	590,536	1,125,170
20005-County Auditor-Financial Systems					
Operations	46,109	105,000	144,678	144,678	147,678
Department Total	46,109	105,000	144,678	144,678	147,678
20010-County Auditor					
Salaries/Other Pay/Benefits	872,727	1,013,508	1,013,508	945,656	1,064,334
Operations	27,000	48,211	48,211	48,211	31,599
Department Total	899,727	1,061,719	1,061,719	993,867	1,095,933
20020-County Treasurer					
Salaries/Other Pay/Benefits	457,083	492,549	492,549	486,527	509,723
Operations	17,721	22,879	22,879	22,879	26,879
Department Total	474,804	515,428	515,428	509,406	536,602
20030-County Treasurer - Collections					
Salaries/Other Pay/Benefits	145,211	155,247	155,247	148,607	160,856
Operations	6,573	14,820	14,820	14,820	14,820
Department Total	151,784	170,067	170,067	163,427	175,676

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

20040-Purchasing

Salaries/Other Pay/Benefits	248,898	286,507	286,507	278,100	321,464
Operations	9,399	22,783	22,783	22,783	16,283
Department Total	258,297	309,290	309,290	300,883	337,747

21010-Vehicle Registration

Salaries/Other Pay/Benefits	602,514	661,221	661,221	630,165	754,029
Operations	6,505	10,302	10,302	10,302	10,302
Department Total	609,019	671,523	671,523	640,467	764,331

29940-Governmental/Services Contracts

Intergovernmental/Contracts	728,189	847,486	847,486	847,486	903,173
Department Total	728,189	847,486	847,486	847,486	903,173

30010-Courts-Central Costs

Salaries/Other Pay/Benefits	42,402	44,880	44,880	43,040	42,632
Operations	213,750	380,165	271,814	271,814	470,716
Department Total	256,152	425,045	316,694	314,854	513,348

30020-County Court at Law

Salaries/Other Pay/Benefits	558,834	567,761	567,761	536,307	593,429
Operations	247,651	182,944	245,520	245,520	181,944
Department Total	806,485	750,705	813,281	781,827	775,373

30030-12th Judicial District Court

Salaries/Other Pay/Benefits	285,014	295,140	295,140	295,990	306,904
Operations	236,165	175,106	253,106	253,106	175,106
Department Total	521,179	470,246	548,246	549,096	482,010

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
30040-278th Judicial District Court					
Salaries/Other Pay/Benefits	305,911	315,218	315,218	322,890	325,485
Operations	221,670	151,623	271,505	271,505	151,623
Department Total	527,581	466,841	586,723	594,395	477,108
30050-Courts-Pretrial Bond Supervision					
Salaries/Other Pay/Benefits	63,367	73,664	73,664	68,787	76,484
Operations	935	7,300	7,300	7,300	7,300
Department Total	64,302	80,964	80,964	76,087	83,784
31010-District Clerk					
Salaries/Other Pay/Benefits	664,168	708,034	708,034	680,235	734,113
Operations	22,105	25,346	25,346	25,346	25,706
Department Total	686,273	733,380	733,380	705,581	759,819
32010-Criminal District Attorney					
Salaries/Other Pay/Benefits	2,227,096	2,402,384	2,402,384	2,337,007	2,484,568
Operations	164,001	110,430	132,890	132,890	104,330
Department Total	2,391,097	2,512,814	2,535,274	2,469,897	2,588,898
33010-Justice of Peace Precinct 1					
Salaries/Other Pay/Benefits	332,621	344,065	344,065	342,726	355,510
Operations	4,396	10,074	10,074	10,074	11,706
Department Total	337,017	354,139	354,139	352,800	367,216
33020-Justice of Peace Precinct 2					
Salaries/Other Pay/Benefits	265,597	273,468	273,468	274,072	282,711
Operations	4,206	8,756	8,756	8,756	8,756
Department Total	269,803	282,224	282,224	282,828	291,467
33030-Justice of Peace Precinct 3					
Salaries/Other Pay/Benefits	267,339	274,238	274,238	274,900	283,288
Operations	8,201	11,175	11,175	11,175	10,544
Department Total	275,540	285,413	285,413	286,075	293,832

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

33040-Justice of Peace Precinct 4

Salaries/Other Pay/Benefits	333,075	347,767	347,767	345,871	360,753
Operations	10,159	14,511	14,511	14,511	14,643
Department Total	343,234	362,278	362,278	360,382	375,396

36010-Juvenile Probation Support - General Fund

Salaries/Other Pay/Benefits	94,392	129,968	129,968	93,004	129,968
Operations	31,094	70,706	70,706	70,706	70,706
Department Total	125,486	200,674	200,674	163,710	200,674

41010-Sheriff

Salaries/Other Pay/Benefits	4,092,848	4,582,936	4,583,168	4,339,526	4,762,391
Operations	515,791	453,444	498,162	498,162	492,988
Capital	312,859	394,955	576,284	576,284	389,984
Department Total	4,921,498	5,431,335	5,657,614	5,413,972	5,645,363

41030-Sheriff Estray

Operations	5,744	5,900	5,900	5,900	5,900
Department Total	5,744	5,900	5,900	5,900	5,900

43010-Courthouse Security General Fund

Salaries/Other Pay/Benefits	341,180	364,983	364,983	367,917	378,185
Department Total	341,180	364,983	364,983	367,917	378,185

44001-Constables Central

Salaries/Other Pay/Benefits	88,029	119,435	119,435	112,530	123,492
Operations	4,463	3,919	3,919	3,919	3,919
Department Total	92,492	123,354	123,354	116,449	127,411

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
44010-Constable Precinct 1					
Salaries/Other Pay/Benefits	105,726	108,623	108,623	108,911	112,338
Operations	3,032	14,979	14,979	14,979	8,815
Department Total	108,758	123,602	123,602	123,890	121,153
44020-Constable Precinct 2					
Salaries/Other Pay/Benefits	106,715	116,652	126,652	124,727	135,270
Operations	8,735	11,523	11,523	11,523	11,523
Department Total	115,450	128,175	138,175	136,250	146,793
44030-Constable Precinct 3					
Salaries/Other Pay/Benefits	196,222	198,833	198,833	200,336	206,697
Operations	10,857	17,864	17,864	17,864	17,864
Capital	0	0	0	0	90,362
Department Total	207,079	216,697	216,697	218,200	314,923
44040-Constable Precinct 4					
Salaries/Other Pay/Benefits	530,679	593,119	593,119	584,891	613,666
Operations	69,593	70,826	70,826	70,826	63,090
Capital	86,312	68,770	68,770	68,770	0
Department Total	686,584	732,715	732,715	724,487	676,756
45010-Support Personnel -DPS					
Salaries/Other Pay/Benefits	76,147	79,605	79,605	79,592	82,147
Operations	35	1,315	1,315	1,315	1,315
Department Total	76,182	80,920	80,920	80,907	83,462
45020-Weigh Station Utilites and Services					
Operations	31,987	35,187	35,187	35,187	35,187
Department Total	31,987	35,187	35,187	35,187	35,187
46010-Emergency Operations					
Salaries/Other Pay/Benefits	380,967	387,825	387,825	336,801	431,848
Operations	95,127	140,182	140,182	140,182	144,375

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Department Total	476,094	528,007	528,007	476,983	576,223
49940-Public Safety Governmental/Services					
Contracts					
Intergovernmental/Contracts	1,031,293	1,049,281	1,049,281	1,049,281	1,049,281
Department Total	1,031,293	1,049,281	1,049,281	1,049,281	1,049,281
50010-County Jail					
Salaries/Other Pay/Benefits	3,281,288	3,363,157	3,363,157	3,446,013	3,556,631
Operations	763,055	833,359	849,357	849,357	889,149
Capital	0	0	5,900	5,900	0
Department Total	4,044,343	4,196,516	4,218,414	4,301,270	4,445,780
50020-County Jail Inmate Medical Cost Center					
Salaries/Other Pay/Benefits	213,166	229,273	229,273	203,558	239,079
Operations	154,338	221,178	221,178	221,178	221,178
Department Total	367,504	450,451	450,451	424,736	460,257
50110-Adult Probation Support- General Fund					
Operations	58,885	56,498	66,376	66,376	56,498
Department Total	58,885	56,498	66,376	66,376	56,498
50120-Adult Probation -Community Services- General Fund					
Salaries/Other Pay/Benefits	75,096	77,347	77,347	77,518	80,229
Operations	750	850	850	850	850
Department Total	75,846	78,197	78,197	78,368	81,079
60010-Veterans Services					
Salaries/Other Pay/Benefits	35,361	38,587	38,587	34,976	39,854
Operations	2,124	2,579	2,579	2,579	2,624
Department Total	37,485	41,166	41,166	37,555	42,478

General Fund Budget by Department and Category

Exhibit C
8/15/2025 7:55:11 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
60020-Social Services					
Operations	0	23,800	23,800	23,800	23,800
Department Total	0	23,800	23,800	23,800	23,800
61020-Planning and Development					
Salaries/Other Pay/Benefits	689,546	820,940	820,940	714,571	847,520
Operations	248,199	187,587	227,587	227,587	289,409
Capital	0	75,000	75,000	75,000	0
Department Total	937,745	1,083,527	1,123,527	1,017,158	1,136,929
61050-Litter Control - General Fund					
Operations	11,117	14,476	14,476	14,476	14,476
Department Total	11,117	14,476	14,476	14,476	14,476
69940-Health and Human Services - Governmental/Services Contracts					
Intergovernmental/Contracts	59,000	87,500	87,500	87,500	161,230
Department Total	59,000	87,500	87,500	87,500	161,230
70010-Historical Commission					
Salaries/Other Pay/Benefits	22,417	22,720	22,720	22,720	23,538
Operations	4,122	5,580	5,580	5,580	5,580
Department Total	26,539	28,300	28,300	28,300	29,118
70020-Texas AgriLife Extension Service					
Salaries/Other Pay/Benefits	242,012	272,971	272,971	216,281	283,408
Operations	50,446	43,345	43,345	43,345	45,820
Department Total	292,458	316,316	316,316	259,626	329,228
93000-Transfers Out /General Fund, Projects					
Transfers to Other Funds	978,895	644,741	644,741	644,741	947,869
Department Total	978,895	644,741	644,741	644,741	947,869
Fund Totals	29,336,162	32,947,309	33,301,961	32,216,102	35,165,903

Road and Bridge Fund Budget by Department and Category

Exhibit C
8/15/2025 7:52:44 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

220-Road and Bridge Fund

82200-Road and Bridge General

Operations	107,042	70,000	182,751	182,751	70,000
Capital	5,680	0	0	0	0
Department Total	112,722	70,000	182,751	182,751	70,000

82210-Road and Bridge Precinct 1

Salaries/Other Pay/Benefits	735,866	768,695	768,695	768,695	791,359
Operations	1,353,634	747,490	1,825,110	1,825,110	781,430
Capital	0	0	70,325	70,325	0
Department Total	2,089,500	1,516,185	2,664,130	2,664,130	1,572,789

82220-Road and Bridge Precinct 2

Salaries/Other Pay/Benefits	870,460	1,032,309	1,032,309	1,032,309	1,068,517
Operations	1,645,739	1,139,183	2,530,556	2,530,556	1,187,623
Capital	180,068	0	318,411	318,411	0
Department Total	2,696,267	2,171,492	3,881,276	3,881,276	2,256,140

82230-Road and Bridge Precinct 3

Salaries/Other Pay/Benefits	914,876	1,005,096	1,005,096	1,005,096	1,046,027
Operations	1,099,668	868,278	1,544,727	1,544,727	905,213
Capital	95,138	0	88,100	88,100	0
Department Total	2,109,682	1,873,374	2,637,923	2,637,923	1,951,240

82240-Road and Bridge Precinct 4

Salaries/Other Pay/Benefits	853,412	988,220	988,220	988,220	1,023,057
Operations	1,374,777	847,081	1,783,369	1,783,369	928,422
Capital	51,504	0	331,989	331,989	0
Department Total	2,279,693	1,835,301	3,103,578	3,103,578	1,951,479

88010-Road and Bridge Weigh Station Operations

Salaries/Other Pay/Benefits	23,501	26,520	26,520	26,520	27,495
Operations	0	34,284	216,007	216,007	34,289

Road and Bridge Fund Budget by Department and Category

Exhibit C
8/15/2025 7:52:44 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Department Total	23,501	60,804	242,527	242,527	61,784
88900-Road and Bridge Revenues Weigh Station Projects					
Operations	0	0	56,738	56,738	0
Department Total	0	0	56,738	56,738	0
Fund Totals	9,311,365	7,527,156	12,768,923	12,768,923	7,863,432

Emergency Medical Services (EMS) Fund Budget by Department and Category

Exhibit C
8/15/2025 8:23:02 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

301-Walker County Emergency Medical Services (EMS) Fund

46099-Walker County EMS - Contingency

Contingency	0	335,000	196,972	196,972	335,000
Department Total	0	335,000	196,972	196,972	335,000

46100-Walker County EMS - Emergency Services

Salaries/Other Pay/Benefits	4,039,426	5,288,143	5,288,143	4,404,204	5,503,718
Operations	1,063,541	1,039,717	1,177,745	1,097,628	1,103,318
Capital	212,980	592,004	592,004	592,004	787,292
Department Total	5,315,947	6,919,864	7,057,892	6,093,836	7,394,328

93000-Transfers Out /General Fund, Projects

Transfers to Other Funds	225,583	0	0	0	0
Department Total	225,583	0	0	0	0

Fund Totals	5,541,530	7,254,864	7,254,864	6,290,808	7,729,328

All Funds Revenues Summary by Source

Exhibit D
8/15/2025 9:32:04 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Ad Valorem Taxes					
40110-Current Ad Valorem Taxes	27,106,406	29,816,676	29,816,676	29,879,173	31,979,940
40120-Delinquent Ad Valorem Taxes	393,413	402,000	402,000	437,506	402,000
40130-Penalties and Interest-Ad Valorem Taxes	390,414	369,000	369,000	370,171	369,000
Ad Valorem Taxes	27,890,233	30,587,676	30,587,676	30,686,850	32,750,940
Sales Tax					
40400-Sales Tax	5,124,435	5,250,000	5,250,000	5,350,000	5,350,000
Sales Tax	5,124,435	5,250,000	5,250,000	5,350,000	5,350,000
Other Taxes					
40500-Payment In Lieu of Taxes	66,677	44,800	44,800	65,125	65,000
40501-Property Taxes-Other(VIT)	0	25,000	25,000	25,000	25,000
40510-Mixed Beverage Tax	155,094	139,000	139,000	160,430	160,430
Other Taxes	221,771	208,800	208,800	250,555	250,430
Licenses and Permits					
41020-Licenses and Permits	325,091	425,000	425,000	550,000	425,000
Licenses and Permits	325,091	425,000	425,000	550,000	425,000
Intergovernmental Revenues					
42010-State Funds	359,709	297,800	335,725	334,343	338,071
42012-Grants-State	0	0	0	0	0
42020-State Longevity Pay	9,620	6,155	6,155	8,615	11,780
42030-State Funds-Indigent Defense	56,890	52,924	52,924	52,924	52,924
42040-State Funds-Capital Murder	12,796	0	0	0	0
42229-Grant Revenue-Other	204,831	0	119,106	119,106	0
42350-HGAC Grants - State Funds	8,616	0	23,383	23,383	0
42410-Intergovernmental Funds-Local	535,272	514,224	514,224	507,505	506,224
42415-Intergovernmental Funds-State	0	0	0	23,003	0
42460-Central Appraisal District	34,694	0	0	1,926	0
42470-Inmate Housing-Other Counties	34,870	0	0	4,950	0
42480-SETH Funds	0	0	0	0	0
Intergovernmental Revenues	1,257,298	871,103	1,051,517	1,075,755	908,999
Intergovernment Revenues-Federal					
42360-Grants-Homeland Security-Federal thru State	49,462	0	114,662	114,634	0
42620-Federal Funds	149,165	0	0	10,431	0
42622-Federal Funds - HIDTA	25,512	0	20,496	5,181	0

All Funds Revenues Summary by Source

Exhibit D
8/15/2025 9:32:04 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
42628-Federal Funds LATCFRevenueSharing	0	0	0	0	0
42630-US Forest Service	130,581	120,000	225,000	125,000	20,000
42710-Disaster Relief Funds	1,797,404	0	1,116,380	1,116,943	0
42919-Federal Covid Related Funds	0	0	0	0	0
Intergovernment Revenues-Federal	2,152,124	120,000	1,476,538	1,372,189	20,000
Fees of Office/Charges for Service					
43010-Fees of Office/Charges for Service	1,384,539	1,148,980	1,158,858	1,407,069	1,267,706
43020-Serving Papers	190,888	150,000	150,000	196,755	177,000
43030-County Specialty Court Programs	5,712	6,000	6,000	6,800	6,000
43040-CDA Prosecutor Local Court Costs	1,730	2,800	2,800	2,194	2,800
43050-Copies	254	0	0	115	0
43060-Coin Phones	190,281	186,000	186,000	207,498	192,000
43140-Hot Check Fees	576	0	0	275	0
43400-Charges to Hospital District	69,420	69,420	69,420	69,420	69,420
43401-WCHD-True Up	36,789	0	0	41,184	20,000
43410-In-Clinic Doctor Visits	11,640	15,000	15,000	12,000	15,000
43599-Cash Short and Over	(95)	0	0	140	0
43700-Supplemental Guardianship Fees	6,540	0	0	6,840	0
43705-Child Abuse Fine to Dedicated Fund	528	500	500	650	500
43720-Jury Fee	443	0	0	0	0
43730-Court Reporter Fee	30,761	24,000	24,000	29,350	24,000
43740-Bond Fees-General Fund	5,148	2,400	2,400	3,017	2,400
43750-Probation Fees - General Fund	3,242	5,000	5,000	5,000	5,000
Fees of Office/Charges for Service	1,938,396	1,610,100	1,619,978	1,988,307	1,781,826
Ambulance Fees					
43800-Ambulance Services	3,505,539	3,200,000	3,200,000	3,000,000	3,000,000
43804-Emergicon Billed Writeoff fromCollection Agency	18,403	0	0	0	0
43997-WriteOffs Collected	4,856	20,000	20,000	8,000	5,000
Ambulance Fees	3,528,798	3,220,000	3,220,000	3,008,000	3,005,000
Vehicle Registration					
44100-Vehicle Registration Commissions	1,070,639	1,050,000	1,050,000	1,035,495	1,050,000
44210-Certificates of Title	63,275	66,000	66,000	67,085	67,085
Vehicle Registration	1,133,914	1,116,000	1,116,000	1,102,580	1,117,085
Road and Bridge Fees					

All Funds Revenues Summary by Source

Exhibit D
8/15/2025 9:32:04 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
44510-Road and Bridge Fees	528,160	530,250	530,250	560,183	550,250
Road and Bridge Fees	528,160	530,250	530,250	560,183	550,250
License Fee Registration					
44610-License Fee Registration	359,990	360,000	360,000	360,000	360,000
License Fee Registration	359,990	360,000	360,000	360,000	360,000
Building Use Charges and Rentals					
46020-Rent of Shelter	0	0	0	0	0
46040-WCHA Utilities Reimbursement	6,000	6,000	6,000	6,000	6,000
46050-DPS Annex Buildings Use	2,596	2,200	2,200	2,200	2,200
Building Use Charges and Rentals	8,596	8,200	8,200	8,200	8,200
Courts Costs					
47020-Court Costs	9,013	10,300	10,300	11,306	10,300
47030-Court Costs - Attorney Fees	51,696	41,000	41,000	51,638	44,000
47040-TimePmt10%-Court Improvement	8,161	0	0	9,488	700
47041-JudicialSupportFee .60 District Courts	10	0	0	8	0
47042-JudicialSupportFee .60 Court at Law	2	0	0	2	0
47050-JudicialSupportFee .60 Justice Courts	136	0	0	113	0
Courts Costs	69,018	51,300	51,300	72,555	55,000
Fines and Forfeitures					
47601-JP #1 Fines	115,104	90,000	90,000	124,200	115,000
47602-JP #2 Fines	39,867	30,000	30,000	45,315	40,000
47603-JP #3 Fines	32,354	31,000	31,000	36,886	32,000
47604-JP #4 Fines	88,999	75,000	75,000	121,951	90,000
47606-License and Weight Fines	145,284	150,000	150,000	113,570	125,000
47610-County Court at Law Fines	51,355	75,000	75,000	83,307	75,000
47622-District Courts Fines	105,681	75,000	75,000	107,000	95,000
47800-Bond Forfeitures	3,500	25,000	25,000	25,000	25,000
47850-Forfeitures-Sheriff,DOJ EquitableSharing, District Attorney	123,572	0	0	176,896	0
Fines and Forfeitures	705,716	551,000	551,000	834,125	597,000
Interest Income					
48010-Interest	2,394,057	1,783,100	1,739,100	2,096,115	1,657,371
Interest Income	2,394,057	1,783,100	1,739,100	2,096,115	1,657,371
Other Revenue					
48110-Other Revenue	154,026	70,000	77,577	124,671	73,870

All Funds Revenues Summary by Source

Exhibit D
8/15/2025 9:32:04 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
48130-Vending Machines	(1,351)	0	0	0	0
48140-Sales-Commissary	83,398	63,000	63,000	90,000	63,000
48160-Grant-NRA	3,598	0	0	0	0
48170-Opioid Abatement	11,275	0	0	55,006	0
48200-Insurance Refunds/Credits	121,892	0	188,443	312,841	0
48300-Proceeds from Auction/Sale	11,000	0	0	101,318	0
48899- Revenues-Prior Years	0	0	0	222,795	0
48900-SBITA-Reporting in Financials	247,594	0	0	0	0
Other Revenue	631,432	133,000	329,020	906,631	136,870
Tranfers In					
49901-Transfer from General Fund	978,895	644,741	644,741	658,673	947,869
49930-Transfers from Other Funds	225,583	0	0	0	0
Tranfers In	1,204,478	644,741	644,741	658,673	947,869
Totals	49,473,507	47,470,270	49,169,120	50,880,718	49,921,840

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

101-General Fund

11101-Revenues-General Fund

40110-Current Ad Valorem Taxes	19,118,873	20,515,201	20,515,201	20,415,201	22,253,927
40120-Delinquent Ad Valorem Taxes	370,254	380,000	380,000	414,369	380,000
40130-Penalties and Interest-Ad Valorem Taxes	368,371	350,000	350,000	350,000	350,000
40400-Sales Tax	5,124,435	5,250,000	5,250,000	5,350,000	5,350,000
40500-Payment In Lieu of Taxes	66,677	44,800	44,800	65,125	65,000
40501-Property Taxes-Other(VIT)	0	25,000	25,000	25,000	25,000
40510-Mixed Beverage Tax	139,394	125,000	125,000	144,000	144,000
42010-State Funds	0	0	0	0	0
42410-Intergovernmental Funds-Local	298,340	314,285	314,285	314,285	314,285
42460-Central Appraisal District	34,694	0	0	1,926	0
42710-Disaster Relief Funds	0	0	0	563	0
42919-Federal Covid Related Funds	0	0	0	0	0
43010-Fees of Office/Charges for Service	59,167	58,000	58,000	63,609	149,856
48110-Other Revenue	121,584	70,000	70,000	70,000	70,000
48170-Opioid Abatement	11,275	0	0	55,006	0
48200-Insurance Refunds/Credits	20,050	0	0	81,842	0
48300-Proceeds from Auction/Sale	0	0	0	101,318	0
48900-SBITA-Reporting in Financials	247,594	0	0	0	0
Total -11101-Revenues-General Fund	25,980,708	27,132,286	27,132,286	27,452,244	29,102,068

15010-County Judge

43010-Fees of Office/Charges for Service	3,200	0	0	0	0
Total -15010-County Judge	3,200	0	0	0	0

15020-IT Operations

43010-Fees of Office/Charges for Service	12,000	12,000	12,000	12,000	12,000
Total -15020-IT Operations	12,000	12,000	12,000	12,000	12,000

15050-County Clerk

43010-Fees of Office/Charges for Service	338,696	335,000	335,000	363,580	350,000
43599-Cash Short and Over	3	0	0	0	0
43700-Supplemental Guardianship Fees	6,540	0	0	6,840	0
47040-TimePmt10%-Court Improvement	758	0	0	1,124	700
48110-Other Revenue	927	0	0	0	0
Total -15050-County Clerk	346,924	335,000	335,000	371,544	350,700

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

16010-Voter Registration

42010-State Funds	12,925	0	2,600	0	0
43010-Fees of Office/Charges for Service	146	0	0	115	0
Total -16010-Voter Registration	13,071	0	2,600	115	0

16020-Elections

42410-Intergovernmental Funds-Local	34,069	20,000	20,000	20,000	20,000
42415-Intergovernmental Funds-State	0	0	0	23,003	0
Total -16020-Elections	34,069	20,000	20,000	43,003	20,000

17010-County Facilities

46040-WCHA Utilities Reimbursement	6,000	6,000	6,000	6,000	6,000
46050-DPS Annex Buildings Use	2,596	2,200	2,200	2,200	2,200
48110-Other Revenue	80	0	0	0	0
48200-Insurance Refunds/Credits	0	0	80,570	80,570	0
Total -17010-County Facilities	8,676	8,200	88,770	88,770	8,200

17020-Facilities-Justice Center Municipal Allocation

42410-Intergovernmental Funds-Local	8,220	10,983	10,983	10,983	10,983
Total -17020-Facilities-Justice Center Municipal Allocation	8,220	10,983	10,983	10,983	10,983

19010-Centralized Costs

48110-Other Revenue	0	0	0	651	0
Total -19010-Centralized Costs	0	0	0	651	0

20010-County Auditor

43010-Fees of Office/Charges for Service	44,382	43,500	43,500	44,800	0
Total -20010-County Auditor	44,382	43,500	43,500	44,800	0

20020-County Treasurer

43599-Cash Short and Over	0	0	0	0	0
48010-Interest	1,039,255	800,000	800,000	980,000	800,000
48110-Other Revenue	518	0	0	226	0
Total -20020-County Treasurer	1,039,773	800,000	800,000	980,226	800,000

20030-County Treasurer - Collections

43010-Fees of Office/Charges for Service	2,650	2,800	2,800	3,190	2,800
Total -20030-County Treasurer - Collections	2,650	2,800	2,800	3,190	2,800

21010-Vehicle Registration

40510-Mixed Beverage Tax	15,700	14,000	14,000	16,430	16,430

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
43010-Fees of Office/Charges for Service	405	500	500	500	500
44100-Vehicle Registration Commissions	1,070,639	1,050,000	1,050,000	1,035,495	1,050,000
44210-Certificates of Title	63,275	66,000	66,000	67,085	67,085
Total -21010-Vehicle Registration	1,150,019	1,130,500	1,130,500	1,119,510	1,134,015
30010-Courts-Central Costs					
42010-State Funds	27,327	8,000	24,754	24,754	8,000
42030-State Funds-Indigent Defense	56,890	52,924	52,924	52,924	52,924
42040-State Funds-Capital Murder	12,796	0	0	0	0
43010-Fees of Office/Charges for Service	20	0	0	24	0
43740-Bond Fees-General Fund	2,500	0	0	0	0
47041-JudicialSupportFee .60 District Courts	10	0	0	8	0
47042-JudicialSupportFee .60 Court at Law	2	0	0	2	0
47050-JudicialSupportFee .60 Justice Courts	136	0	0	113	0
Total -30010-Courts-Central Costs	99,681	60,924	77,678	77,825	60,924
30020-County Court at Law					
42010-State Funds	84,000	84,000	84,000	84,000	105,000
43010-Fees of Office/Charges for Service	24,602	20,000	20,000	31,000	25,000
47020-Court Costs	4,166	5,500	5,500	5,186	5,500
47030-Court Costs - Attorney Fees	17,697	17,000	17,000	17,646	17,000
47040-TimePmt10%-Court Improvement	853	0	0	1,103	0
47800-Bond Forfeitures	3,500	25,000	25,000	25,000	25,000
Total -30020-County Court at Law	134,818	151,500	151,500	163,935	177,500
30030-12th Judicial District Court					
42410-Intergovernmental Funds-Local	76,280	69,609	69,609	69,609	69,609
43010-Fees of Office/Charges for Service	973	1,300	1,300	1,073	1,300
47020-Court Costs	2,692	2,300	2,300	3,432	2,300
47030-Court Costs - Attorney Fees	17,958	12,000	12,000	16,498	14,000
47040-TimePmt10%-Court Improvement	900	0	0	831	0
Total -30030-12th Judicial District Court	98,803	85,209	85,209	91,443	87,209
30040-278th Judicial District Court					
42410-Intergovernmental Funds-Local	57,827	56,347	56,347	56,347	56,347
43010-Fees of Office/Charges for Service	934	1,000	1,000	1,000	1,000
47020-Court Costs	2,155	2,500	2,500	2,688	2,500
47030-Court Costs - Attorney Fees	16,041	12,000	12,000	17,494	13,000

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
47040-TimePmt10%-Court Improvement	566	0	0	540	0
Total -30040-278th Judicial District Court	77,523	71,847	71,847	78,069	72,847
30050-Courts-Pretrial Bond Supervision					
43010-Fees of Office/Charges for Service	761	600	600	964	600
Total -30050-Courts-Pretrial Bond Supervision	761	600	600	964	600
31010-District Clerk					
43010-Fees of Office/Charges for Service	105,178	97,000	97,000	116,051	100,000
43599-Cash Short and Over	0	0	0	100	0
47040-TimePmt10%-Court Improvement	70	0	0	53	0
Total -31010-District Clerk	105,248	97,000	97,000	116,204	100,000
32010-Criminal District Attorney					
42010-State Funds	13,523	0	18,571	18,571	18,571
42020-State Longevity Pay	9,620	6,155	6,155	8,615	11,780
43010-Fees of Office/Charges for Service	15	0	0	2	0
43040-CDA Prosecutor Local Court Costs	1,730	2,800	2,800	2,194	2,800
48200-Insurance Refunds/Credits	2,958	0	0	0	0
Total -32010-Criminal District Attorney	27,846	8,955	27,526	29,382	33,151
33010-Justice of Peace Precinct 1					
43010-Fees of Office/Charges for Service	47,622	40,000	40,000	52,220	45,000
43599-Cash Short and Over	(100)	0	0	0	0
47040-TimePmt10%-Court Improvement	2,350	0	0	2,229	0
Total -33010-Justice of Peace Precinct 1	49,872	40,000	40,000	54,449	45,000
33020-Justice of Peace Precinct 2					
43010-Fees of Office/Charges for Service	21,086	15,000	15,000	21,937	15,000
43599-Cash Short and Over	0	0	0	35	0
47040-TimePmt10%-Court Improvement	421	0	0	626	0
Total -33020-Justice of Peace Precinct 2	21,507	15,000	15,000	22,598	15,000
33030-Justice of Peace Precinct 3					
43010-Fees of Office/Charges for Service	17,146	15,000	15,000	20,000	15,000
47040-TimePmt10%-Court Improvement	424	0	0	645	0
Total -33030-Justice of Peace Precinct 3	17,570	15,000	15,000	20,645	15,000

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26

33040-Justice of Peace Precinct 4

43010-Fees of Office/Charges for Service	67,156	60,000	60,000	75,000	65,000
43599-Cash Short and Over	1	0	0	0	0
47040-TimePmt10%-Court Improvement	1,819	0	0	2,337	0
Total -33040-Justice of Peace Precinct 4	68,976	60,000	60,000	77,337	65,000

36010-Juvenile Probation Support - General Fund

43750-Probation Fees - General Fund	3,242	5,000	5,000	5,000	5,000
Total -36010-Juvenile Probation Support - General Fund	3,242	5,000	5,000	5,000	5,000

41010-Sheriff

42360-Grants-Homeland Security-Federal thru State	49,462	0	114,662	114,634	0
42622-Federal Funds - HIDTA	25,512	0	20,496	5,181	0
43010-Fees of Office/Charges for Service	11,147	10,000	10,000	12,425	11,000
43050-Copies	254	0	0	115	0
43740-Bond Fees-General Fund	2,648	2,400	2,400	3,017	2,400
48200-Insurance Refunds/Credits	7,599	0	91,121	91,121	0
Total -41010-Sheriff	96,622	12,400	238,679	226,493	13,400

41030-Sheriff Estray

43010-Fees of Office/Charges for Service	5,808	2,830	2,830	5,000	5,000
Total -41030-Sheriff Estray	5,808	2,830	2,830	5,000	5,000

44001-Constables Central

43010-Fees of Office/Charges for Service	7	0	0	0	0
43020-Serving Papers	153,388	150,000	150,000	154,305	150,000
Total -44001-Constables Central	153,395	150,000	150,000	154,305	150,000

44010-Constable Precinct 1

43010-Fees of Office/Charges for Service	5	0	0	105	0
43020-Serving Papers	8,100	0	0	11,700	5,000
Total -44010-Constable Precinct 1	8,105	0	0	11,805	5,000

44020-Constable Precinct 2

43010-Fees of Office/Charges for Service	10	0	0	5	0
43020-Serving Papers	12,800	0	0	7,050	7,000
48200-Insurance Refunds/Credits	0	0	0	0	0
Total -44020-Constable Precinct 2	12,810	0	0	7,055	7,000

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
44030-Constable Precinct 3					
43010-Fees of Office/Charges for Service	38	0	0	25	0
43020-Serving Papers	4,500	0	0	6,900	5,000
Total -44030-Constable Precinct 3	4,538	0	0	6,925	5,000
44040-Constable Precinct 4					
43010-Fees of Office/Charges for Service	37,937	10,000	10,000	25,000	20,000
43020-Serving Papers	12,100	0	0	16,800	10,000
48160-Grant-NRA	3,598	0	0	0	0
Total -44040-Constable Precinct 4	53,635	10,000	10,000	41,800	30,000
46010-Emergency Operations					
42012-Grants-State	0	0	0	0	0
46020-Rent of Shelter	0	0	0	0	0
48200-Insurance Refunds/Credits	1,449	0	0	0	0
Total -46010-Emergency Operations	1,449	0	0	0	0
50010-County Jail					
42010-State Funds	854	0	0	200	0
42470-Inmate Housing-Other Counties	34,870	0	0	4,950	0
42620-Federal Funds	13,955	0	0	10,431	0
43010-Fees of Office/Charges for Service	305	0	0	0	0
43060-Coin Phones	120,199	112,000	112,000	135,498	120,000
48110-Other Revenue	0	0	0	0	0
Total -50010-County Jail	170,183	112,000	112,000	151,079	120,000
50020-County Jail Inmate Medical Cost Center					
43400-Charges to Hospital District	69,420	69,420	69,420	69,420	69,420
43401-WCHD-True Up	36,789	0	0	41,184	20,000
43410-In-Clinic Doctor Visits	11,640	15,000	15,000	12,000	15,000
Total -50020-County Jail Inmate Medical Cost Center	117,849	84,420	84,420	122,604	104,420
50110-Adult Probation Support- General Fund					
43010-Fees of Office/Charges for Service	35,639	0	9,878	30,000	15,000
Total -50110-Adult Probation Support- General Fund	35,639	0	9,878	30,000	15,000
61020-Planning and Development					
41020-Licenses and Permits	325,091	425,000	425,000	550,000	425,000
42620-Federal Funds	460	0	0	0	0

Detail Revenues by Department-General Fund

Exhibit D
8/15/2025 9:39:24 AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
43010-Fees of Office/Charges for Service	75,000	60,000	60,000	67,000	65,000
43010-Fees of Office/Charges for Service	175	0	0	142	0
43599-Cash Short and Over	1	0	0	5	0
Total -61020-Planning and Development	400,727	485,000	485,000	617,147	490,000
Fund Totals	30,410,299	30,962,954	31,317,606	32,239,100	33,062,817

General Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:24:56 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
101-General Fund					
Ad Valorem Taxes					
40110-Current Ad Valorem Taxes	19,118,873	20,515,201	20,515,201	20,415,201	22,253,927
40120-Delinquent Ad Valorem Taxes	370,254	380,000	380,000	414,369	380,000
40130-Penalties and Interest-Ad Valorem Taxes	368,371	350,000	350,000	350,000	350,000
Ad Valorem Taxes	19,857,498	21,245,201	21,245,201	21,179,570	22,983,927
Sales Tax					
40400-Sales Tax	5,124,435	5,250,000	5,250,000	5,350,000	5,350,000
Sales Tax	5,124,435	5,250,000	5,250,000	5,350,000	5,350,000
Other Taxes					
40500-Payment In Lieu of Taxes	66,677	44,800	44,800	65,125	65,000
40501-Property Taxes-Other(VIT)	0	25,000	25,000	25,000	25,000
40510-Mixed Beverage Tax	155,094	139,000	139,000	160,430	160,430
Other Taxes	221,771	208,800	208,800	250,555	250,430
Licenses and Permits					
41020-Licenses and Permits	325,091	425,000	425,000	550,000	425,000
Licenses and Permits	325,091	425,000	425,000	550,000	425,000
Intergovernmental Revenues					
42010-State Funds	138,629	92,000	129,925	127,525	131,571
42012-Grants-State	0	0	0	0	0
42020-State Longevity Pay	9,620	6,155	6,155	8,615	11,780
42030-State Funds-Indigent Defense	56,890	52,924	52,924	52,924	52,924
42040-State Funds-Capital Murder	12,796	0	0	0	0
42410-Intergovernmental Funds-Local	474,736	471,224	471,224	471,224	471,224
42415-Intergovernmental Funds-State	0	0	0	23,003	0
42460-Central Appraisal District	34,694	0	0	1,926	0
42470-Inmate Housing-Other Counties	34,870	0	0	4,950	0
Intergovernmental Revenues	762,235	622,303	660,228	690,167	667,499
Intergovernment Revenues-Federal					
42360-Grants-Homeland Security-Federal thru State	49,462	0	114,662	114,634	0
42620-Federal Funds	14,415	0	0	10,431	0
42622-Federal Funds - HIDTA	25,512	0	20,496	5,181	0
42710-Disaster Relief Funds	0	0	0	563	0
42919-Federal Covid Related Funds	0	0	0	0	0

General Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:24:56 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Intergovernment Revenues-Federal	89,389	0	135,158	130,809	0
Fees of Office/Charges for Service					
43010-Fees of Office/Charges for Service	912,210	784,530	794,408	946,767	899,056
43020-Serving Papers	190,888	150,000	150,000	196,755	177,000
43040-CDA Prosecutor Local Court Costs	1,730	2,800	2,800	2,194	2,800
43050-Copies	254	0	0	115	0
43060-Coin Phones	120,199	112,000	112,000	135,498	120,000
43400-Charges to Hospital District	69,420	69,420	69,420	69,420	69,420
43401-WCHD-True Up	36,789	0	0	41,184	20,000
43410-In-Clinic Doctor Visits	11,640	15,000	15,000	12,000	15,000
43599-Cash Short and Over	(95)	0	0	140	0
43700-Supplemental Guardianship Fees	6,540	0	0	6,840	0
43740-Bond Fees-General Fund	5,148	2,400	2,400	3,017	2,400
43750-Probation Fees - General Fund	3,242	5,000	5,000	5,000	5,000
Fees of Office/Charges for Service	1,357,965	1,141,150	1,151,028	1,418,930	1,310,676
Vehicle Registration					
44100-Vehicle Registration Commissions	1,070,639	1,050,000	1,050,000	1,035,495	1,050,000
44210-Certificates of Title	63,275	66,000	66,000	67,085	67,085
Vehicle Registration	1,133,914	1,116,000	1,116,000	1,102,580	1,117,085
Building Use Charges and Rentals					
46020-Rent of Shelter	0	0	0	0	0
46040-WCHA Utilities Reimbursement	6,000	6,000	6,000	6,000	6,000
46050-DPS Annex Buildings Use	2,596	2,200	2,200	2,200	2,200
Building Use Charges and Rentals	8,596	8,200	8,200	8,200	8,200
Courts Costs					
47020-Court Costs	9,013	10,300	10,300	11,306	10,300
47030-Court Costs - Attorney Fees	51,696	41,000	41,000	51,638	44,000
47040-TimePmt10%-Court Improvement	8,161	0	0	9,488	700
47041-JudicialSupportFee .60 District Courts	10	0	0	8	0
47042-JudicialSupportFee .60 Court at Law	2	0	0	2	0
47050-JudicialSupportFee .60 Justice Courts	136	0	0	113	0
Courts Costs	69,018	51,300	51,300	72,555	55,000
Fines and Forfeitures					
47800-Bond Forfeitures	3,500	25,000	25,000	25,000	25,000

General Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:24:56 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Fines and Forfeitures	3,500	25,000	25,000	25,000	25,000
Interest Income					
48010-Interest	1,039,255	800,000	800,000	980,000	800,000
Interest Income	1,039,255	800,000	800,000	980,000	800,000
Other Revenue					
48110-Other Revenue	123,109	70,000	70,000	70,877	70,000
48160-Grant-NRA	3,598	0	0	0	0
48170-Opioid Abatement	11,275	0	0	55,006	0
48200-Insurance Refunds/Credits	32,056	0	171,691	253,533	0
48300-Proceeds from Auction/Sale	0	0	0	101,318	0
48900-SBITA-Reporting in Financials	247,594	0	0	0	0
Other Revenue	417,632	70,000	241,691	480,734	70,000
Fund Totals	30,410,299	30,962,954	31,317,606	32,239,100	33,062,817

Road and Bridge Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:27:29 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
220-Road and Bridge Fund					
Ad Valorem Taxes					
40110-Current Ad Valorem Taxes	4,696,458	4,982,929	4,982,929	4,982,929	5,212,304
Ad Valorem Taxes	4,696,458	4,982,929	4,982,929	4,982,929	5,212,304
Intergovernmental Revenues					
42010-State Funds	100,127	99,300	99,300	100,318	100,000
42229-Grant Revenue-Other	204,831	0	0	0	0
42350-HGAC Grants - State Funds	8,616	0	23,383	23,383	0
Intergovernmental Revenues	313,574	99,300	122,683	123,701	100,000
Intergovernment Revenues-Federal					
42620-Federal Funds	134,750	0	0	0	0
42630-US Forest Service	130,581	120,000	225,000	125,000	20,000
42710-Disaster Relief Funds	1,717,445	0	1,116,380	1,116,380	0
Intergovernment Revenues-Federal	1,982,776	120,000	1,341,380	1,241,380	20,000
Road and Bridge Fees					
44510-Road and Bridge Fees	528,160	530,250	530,250	560,183	550,250
Road and Bridge Fees	528,160	530,250	530,250	560,183	550,250
License Fee Registration					
44610-License Fee Registration	359,990	360,000	360,000	360,000	360,000
License Fee Registration	359,990	360,000	360,000	360,000	360,000
Fines and Forfeitures					
47601-JP #1 Fines	115,104	90,000	90,000	124,200	115,000
47602-JP #2 Fines	39,867	30,000	30,000	45,315	40,000
47603-JP #3 Fines	32,354	31,000	31,000	36,886	32,000
47604-JP #4 Fines	88,999	75,000	75,000	121,951	90,000
47606-License and Weight Fines	145,284	150,000	150,000	113,570	125,000
47610-County Court at Law Fines	51,355	75,000	75,000	83,307	75,000
47622-District Courts Fines	105,681	75,000	75,000	107,000	95,000
Fines and Forfeitures	578,644	526,000	526,000	632,229	572,000
Interest Income					
48010-Interest	240,601	160,000	160,000	160,000	139,631
Interest Income	240,601	160,000	160,000	160,000	139,631
Other Revenue					
48110-Other Revenue	25,885	0	7,577	7,577	0

Road and Bridge Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:27:29 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
48200-Insurance Refunds/Credits	13,832	0	16,752	16,752	0
48300-Proceeds from Auction/Sale	0	0	0	0	0
48899- Revenues-Prior Years	0	0	0	222,795	0
Other Revenue	39,717	0	24,329	247,124	0
Tranfers In					
49901-Transfer from General Fund	600,000	600,000	600,000	600,000	600,000
49930-Transfers from Other Funds	0	0	0	0	0
Tranfers In	600,000	600,000	600,000	600,000	600,000
Fund Totals	9,339,920	7,378,479	8,647,571	8,907,546	7,554,185

Emergency Services (EMS) Fund Detail Revenues Summary by Source

Exhibit D
8/15/2025 4:31:16 PM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
301-Walker County Emergency Medical Services (EMS) Fund					
Ad Valorem Taxes					
40110-Current Ad Valorem Taxes	1,959,197	3,161,043	3,161,043	3,161,043	3,388,709
Ad Valorem Taxes	1,959,197	3,161,043	3,161,043	3,161,043	3,388,709
Intergovernmental Revenues					
42010-State Funds	14,453	0	0	0	0
Intergovernmental Revenues	14,453	0	0	0	0
Fees of Office/Charges for Service					
43010-Fees of Office/Charges for Service	2,361	1,400	1,400	700	600
Fees of Office/Charges for Service	2,361	1,400	1,400	700	600
Ambulance Fees					
43800-Ambulance Services	3,505,539	3,200,000	3,200,000	3,000,000	3,000,000
43804-Emergicon Billed Writeoff fromCollection Agency	18,403	0	0	0	0
43997-WriteOffs Collected	4,856	20,000	20,000	8,000	5,000
Ambulance Fees	3,528,798	3,220,000	3,220,000	3,008,000	3,005,000
Interest Income					
48010-Interest	183,774	100,000	100,000	185,000	138,800
Interest Income	183,774	100,000	100,000	185,000	138,800
Other Revenue					
48110-Other Revenue	0	0	0	42,347	0
48200-Insurance Refunds/Credits	76,004	0	0	42,556	0
Other Revenue	76,004	0	0	84,903	0
Fund Totals	5,764,587	6,482,443	6,482,443	6,439,646	6,533,109

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
Salaries/Other Pay/Benefits					
51010-Head of Department	2,289,252	2,340,289	2,340,289	2,321,274	2,415,521
51030-Deputies and Assistants	16,659,315	19,179,939	19,179,939	17,712,256	20,065,688
51070-Part-Time	430,402	417,280	465,946	485,255	444,378
51080-Longevity	314,782	349,690	349,690	333,902	359,040
51090-Overtime	406,824	272,911	273,143	517,339	294,401
51100-IT Help Desk	0	0	0	0	69,114
51101-Paramedics Recruiting/Retention	0	0	0	0	45,348
51110-Salary Supplements	160,769	192,678	192,678	139,610	196,949
51140-Other Pay Day Travel	1,170	0	0	0	0
51150-Allowances	89,765	87,120	87,120	99,825	89,340
52010-Social Security	1,493,798	1,730,845	1,732,179	1,683,195	1,827,742
52020-Group Insurance	3,428,038	4,180,884	4,180,884	3,645,681	4,493,701
52022-Retiree Health Care Set-aside	0	0	0	0	0
52030-Retirement	2,956,026	3,336,818	3,336,818	3,227,312	3,492,577
52040-Workers Comp Insurance	219,388	275,141	275,141	257,493	286,630
52060-Unemployment Insurance	19,881	41,402	41,402	35,872	15,285
52990-Payroll Related Rounding	(38)	0	0	0	0
Salaries/Other Pay/Benefits	28,469,372	32,404,997	32,455,229	30,459,014	34,095,714
Operations					
61010-Office Supplies	82,500	153,913	151,010	141,599	159,740
61030-Operating Supplies	162,413	187,049	201,223	192,683	188,049
61100-Minor Equipment	191,243	84,697	152,938	156,466	89,697
61200-Jurors Supplies	2,363	4,527	4,527	4,527	4,527
61210-Janitorial Supplies	60,913	68,269	68,269	68,269	68,269
61220-Education Supplies	1,020	5,000	5,000	5,000	5,000
61230-Uniforms	61,258	58,037	65,340	65,340	80,537
61240-Jury Summons Tyler Contract	11,067	0	0	0	0
61260-Election Costs	22,706	24,713	24,713	24,713	24,713
61280-Medical Supplies	187,718	184,586	184,586	184,586	184,586
61300-Estray Supplies	1,190	2,700	2,581	2,581	2,700
61310-Canine Supplies and Services	1,662	2,000	2,750	2,750	3,920
61390-Oil Recycling Supplies	0	500	500	500	500
61400-Inmate Clothing/Linens	8,642	6,200	8,700	8,700	6,200

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
61410-Inmate Food	0	3,640	3,640	3,640	3,640
61450-Inmate Prescriptions	46,171	102,100	102,100	102,100	102,100
61470-Inmate Supplies	39,309	60,000	74,050	28,321	60,000
61480-VIP (Volunteers) ,CERT Supplies	0	500	500	500	500
61600-Foster Care Clothing	0	6,900	6,900	6,900	6,900
62010-Postage	34,044	85,881	85,981	85,981	85,881
62110-Fuel	645,524	713,444	735,044	735,044	713,444
62120-Lubricants, Oils, Etc	23,728	36,024	44,024	44,024	36,024
63210-Road Materials	890,027	1,097,462	1,747,462	1,747,462	1,097,462
63220-Road Materials-Paving	147,460	500,668	500,668	500,668	492,056
63230-Roads-Special Allocation	738,376	600,000	1,167,154	1,167,154	600,000
63240-Contract Hauling	0	30,266	47,416	47,416	30,266
63250-Culverts and Signs	106,562	89,282	188,282	188,282	89,282
63260-Fencing-Labor and Materials	60,914	55,815	92,815	92,815	55,815
63299-RB Fund -Specials Projects	670,777	0	0	0	0
64100-Computer Software	2,791	7,622	8,479	22,528	9,711
64120-Computer Services	29,547	33,323	33,323	33,323	33,323
64130-Volume Licensing	73,005	181,081	181,081	181,081	226,081
64140-Software Maintenance/Subscriptions	289,725	287,374	315,156	315,156	391,648
64150-Maintenance Hardware	2,753	17,616	17,616	17,616	17,616
64160-Maintenance Contracts Elections	12,533	58,995	72,995	91,162	64,125
64170-IT Purchased Consulting Services	0	10,000	10,000	10,000	10,000
64180-Maint/Support Court Security/Video Eq	6,386	16,630	16,630	16,630	16,630
64400-Tyler Special Services	0	2,218	2,218	2,218	2,218
64410-Tyler/Odyssey Annual License/Services	195,611	205,393	205,393	205,393	215,664
64411-Jury Package Software	11,863	38,200	38,200	38,200	38,200
64412-Sage Payroll Software Annual Cost	11,993	15,000	15,000	15,000	15,000
64413-Laserfiche Software Annual Cost	24,807	25,000	25,000	25,000	26,241
64415-Treasurer Receipting Software Annual Cost	0	2,700	2,700	2,700	2,700
64420-Financial System License/Services/Subscriptions	46,109	105,000	144,678	144,678	147,678
64430-Financial Volume Licenses/Azure/Subscriptions	53,819	39,678	0	0	0
64500-WebSite Annual License/Support	6,500	6,522	6,522	6,522	6,522
64600-Collections Software Annual License/Support	3,600	4,800	4,800	4,800	4,800

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
64700-Software Improvements/Licenses/Training	1,901	21,785	21,785	21,785	7,173
66010-Attorneys	636,361	690,283	751,903	751,903	740,283
66020-Attorneys-CPS Cases	57,064	40,000	40,000	40,000	40,000
66050-Trial Costs - Capital	12,796	0	0	0	0
66070-Bill of Costs -Other Counties	13,600	0	15,000	15,000	15,000
66080-Legal Post Conviction Writ	47,013	0	0	0	0
66500-Court Reporters	36,446	27,600	27,600	27,600	27,600
66600-Jurors	15,538	21,250	20,842	23,722	21,250
66610-Juror Pay Increase	53,870	16,000	32,754	32,754	16,000
66620-Professional Services-Courts	0	10,500	10,500	10,500	10,500
66700-Expert Witnesses	7,236	5,024	4,699	4,699	5,024
66810-Appeals Court Allocation	1,948	12,665	11,104	11,104	16,641
66820-Second Administrative Judicial Fee	10,873	10,600	10,600	10,600	10,600
66900-Public Defender Contract	25,895	21,000	25,895	25,895	25,895
67010-Engineering Services Contracts	190,338	120,000	172,000	172,000	120,000
67015-Engineer Planning	0	0	0	0	100,000
67020-Doctor Contract - Jail	102,000	102,000	102,000	102,000	102,000
67040-Professional Services	58,263	59,170	114,420	114,420	59,170
67050-Pre EmploymentPhysicals/EmployeeTesting	6,555	4,374	9,450	9,450	6,374
67060-Accounting Services	42,150	54,100	54,100	54,100	54,100
67061-Audit Services	1,900	1,900	1,900	1,900	1,900
67070-Bank Charges	7,090	9,750	9,750	9,750	13,750
68010-Purchased Services	350,921	316,786	411,196	428,334	327,286
68020-Microfilming Services	46,812	84,000	84,000	84,000	84,000
68025-Lab Services	125	6,000	6,000	6,000	6,000
68030-Purchased Services - Medical	2,123	18,600	18,600	8,600	18,600
68035-Purchased Services-Billing Services	263,216	240,117	240,117	160,000	175,000
68060-Contract Services - DSHS	1,043	1,850	1,850	1,850	1,850
68070-Contract Services - Juvenile	11,981	48,147	48,147	48,147	48,147
68080-Health Authority	0	4,000	4,000	4,000	4,000
68090-Jail Food Services Contract	426,663	442,646	442,646	442,646	482,646
68100-Autopsies	206,937	111,500	111,500	111,500	136,500
68110-Contracts - Equipment Maintenance	0	23,944	8,743	8,743	35,182

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
68200-Ambulance Services	54,315	40,000	40,000	40,000	40,000
68310-Parking Lot Contract	6,000	6,000	6,000	6,000	6,000
68400-Legal/Public Notices	13,217	12,711	13,711	13,711	12,711
68500-Towing Services	19,532	18,840	33,095	33,095	18,840
68600-Other Services	0	750	750	750	750
69010-Security-Justice Center	320	0	0	0	0
69050-Copier Replacement	3,436	42,574	42,574	42,574	42,574
69900-Project/Equipment Allocation	92,833	378,304	342,354	342,354	138,486
70010-Insurance and Bonds	495,081	529,900	559,162	559,162	584,900
70020-Insurance Deductibles	18,000	23,000	23,000	23,000	23,000
71010-Travel and Lodging	106,235	125,142	134,536	123,186	137,182
71020-Conferences/Training	66,715	84,674	80,370	75,945	87,224
71030-Dues and Subscriptions	54,387	90,416	92,254	78,341	94,772
72030-Grant Expenditures	48,121	0	62,218	62,218	22,302
72050-Homeland Grant Expenditures	49,462	0	10,098	10,098	0
73150-Rentals	21,812	34,636	80,763	80,763	34,829
73160-Copies/CopierMaintenance Agreements	27,711	37,024	37,279	37,279	37,024
73170-Healthy County Initiative	4,250	3,000	3,000	3,870	3,870
73180-Foster Child Allowances	0	15,600	15,600	15,600	15,600
74100-Communication	57,698	68,116	68,156	68,156	73,822
74110-Data Circuits/Internet	24,764	34,519	32,313	32,313	34,519
74120-Communication-Pagers and Radios	0	100	100	100	100
74130-Communication - Cell/Mobile Phones	4,748	8,012	8,900	8,900	8,012
74140-Long Distance	2,463	11,264	6,902	6,902	11,264
74150-Communication-Air Cards	50,300	52,258	58,833	58,833	87,258
74200-Electricity	332,548	382,275	381,217	381,217	382,275
74300-Gas Utility	39,582	61,051	60,493	60,493	61,051
74400-Water/Sewer/Garbage	46,266	47,006	57,498	57,498	47,006
74500-Telecable	13,212	14,980	15,733	12,403	14,980
75100-Repairs - Vehicles and Trucks	550,632	303,096	607,543	607,543	303,096
75200-Repairs - Equipment	328,959	210,143	470,692	470,692	210,143
75300-Repairs - Buildings	142,861	171,839	251,909	251,909	171,839
75400-Repairs and Maintenance - Office Equipment	0	7,940	4,132	4,132	7,940

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
75500-Repairs and Maintenance - Weigh Station	5,880	44,284	43,651	43,651	44,289
75600-Repairs - HVAC	25,940	50,000	50,000	50,000	50,000
75806-FEMA 4781 Storms	311,512	0	1,000	1,000	0
75807-FEMA 4781 RB PreFunding	1,425,585	0	1,116,380	1,116,380	0
75808-FEMA 4798 - Hurricane Beryl	1,957	0	0	0	0
75999-Contingency Operations	0	381,274	1,617,538	1,582,538	590,542
78150-SBITA-Reporting in Financials	247,594	0	0	0	0
Operations	12,301,215	11,037,644	16,010,819	15,845,636	11,530,636
Intergovernmental/Contracts					
77090-Walker County Dispatch	1,299,553	802,794	1,032,842	912,850	802,794
77100-City of Huntsville Fire Contract	246,487	246,487	246,487	246,487	246,487
77111-ESD # 2 (NW)	0	0	2,668	0	0
77112-ESD #3 (CP)	0	0	130,478	130,478	0
77300-Appraisal District - Appraisals	566,863	659,003	659,003	659,003	698,790
77310-Appraisal District - Collections	161,326	188,483	188,483	188,483	204,383
77400-Tri-County MHMR	0	0	0	0	28,730
77410-Senior Center	15,000	15,000	15,000	15,000	15,000
77420-Rita B Huff Humane Center	12,000	12,000	12,000	12,000	12,000
77430-Spay/Neuter Assistance	12,000	20,000	20,000	20,000	20,000
77440-Soil Conservation	0	500	500	500	500
77450-Boys Girls Organization	0	20,000	20,000	20,000	20,000
77451-Boys Girls Adult Training Contract	136,922	0	0	0	0
77452-A Time to Read Contract	0	0	5,000	5,000	10,000
77470-Veterans Center Contract	20,000	20,000	20,000	20,000	20,000
77471-Veterans Center Contract-Special	3,629	0	0	0	0
77473-Walker SUD Improvements Contract	11,931	0	0	0	0
77474-Riverside SUD Water Improvement Contracts	75,000	0	0	0	0
77475-Phelps SUD Water Improvements Contract	39,486	0	35,514	30,603	0
77479-Walker SUD Project Contract	0	0	58,361	58,361	0
77483-SAAFE House Contract	0	0	10,000	10,000	10,000
77484-EDC Economic Development Corporation	0	0	0	0	25,000
Intergovernmental/Contracts	2,600,197	1,984,267	2,456,336	2,328,765	2,113,684
Projects					

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
77482-Dodge SUD Water Improvements Contract	31,644	0	0	0	0
79013-HMPG Generator Grant Match	0	0	205,848	0	0
79110-Projects - IT	26,875	0	487,958	160,000	0
79120-Project - GIS	0	0	10,216	0	0
79201-Software Project	29,874	0	155,126	35,000	0
79202-Financial System Upgrade	0	0	267,749	0	0
79203-Payroll Software System	2,250	0	99,507	15,000	0
79205-Document Management Project	0	0	45,000	0	0
79206-NCIC Technology IT	9,959	0	2,432	0	0
79207-Projects-Jury Software	2,325	0	0	0	0
79208-Court Security System Maint/Support	804	0	32,446	1,752	0
79209-Contracts Funded with SETH funds	25,293	0	13,181	13,181	0
79403-Furniture-Judicial	2,994	0	0	0	0
79503-County Facilities Projects	53,090	0	305,890	160,000	40,000
79508-Records Projects	0	0	2,000	1,080	0
79518-Litter Control Project	5,292	0	22,167	11,722	0
79519-Sheriff Equipment	0	0	16,295	16,295	0
79520-Constable 4 Equipment	0	0	26,927	26,927	0
79602-Nuisance Abatement Project	0	0	13,000	0	0
79909-LATCF Revenue Sharing Fund - Operating	18,261	0	0	0	0
79911-Emergency Management Projects	1,851	0	15,445	4,612	0
79912-Public Safety Projects	37,233	0	6,553	2,824	0
79915-County Jail Plumbing Project	0	0	240,264	0	0
79916-Projects-Planning&Development	4,291	0	1,640	1,640	0
79917-Constable Reserve Deputy Project	12,143	0	0	0	0
79918-OEM Building Plans	0	0	4,636	0	0
79990-Project Contingency	0	494,990	1,326,966	0	283,220
79991-Project Contingency-Special	0	0	500,000	0	0
79999-Set-Aside for Future Buildings	0	0	50,000	0	0
80102-Projects - IT Capital	56,398	0	0	0	0
80103-Project-Copier Replacement	0	0	131,130	0	0
80104-Capital ExpenditureProject Fund	0	260,000	201,900	0	379,400
80114-Senior Center Parking Lot	0	0	400,000	0	0

All Funds Expenditures Summary by Object Code

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
80117-LATCF Revenue Sharing Fund -Capital	45,913	0	288,267	288,267	0
80119-Ambulance Module/Upfitting	0	0	225,583	225,583	0
80420-HVAC Capital Equipment	37,638	0	0	0	50,000
80511-Generators	0	0	61,383	61,383	0
80904-Capital Vehicles/Upfits - Public Safety	307,065	0	0	0	0
80907-Capital Vehicles-Facilities	0	0	30,000	30,000	0
80908-Sheriff Upfit Projects	0	0	62,587	62,587	0
80909-Constable 4 Vehicle	0	0	41,942	41,942	0
80910-Law Enforcement Capital Eq	6,775	0	0	0	0
Projects	717,968	754,990	5,294,038	1,159,795	752,620
Capital					
80118-Cisco VOIP Project	286,217	0	58,100	58,100	0
84920-Office Equipment, Furniture ,Software	0	6,500	6,500	6,500	0
85010-Machinery and Equipment	250,385	26,000	837,457	837,457	213,515
85014-Speed Trailer Construction	0	0	0	0	0
85015-Capital-Special Contingency	0	491,678	253,383	253,383	0
85030-Capital - From Grant	0	0	225,893	225,893	0
87030-Vehicles and Trucks	694,156	606,551	924,879	924,879	1,054,123
Capital	1,230,758	1,130,729	2,306,212	2,306,212	1,267,638
Debt-Principal and Interest Payment					
91020-Principal - 2012 Series Certificate of Obligation	1,020,000	1,055,000	1,055,000	1,055,000	1,085,000
91030-Interest - 2012 Series Certificate of Obligation	353,168	322,568	322,568	322,568	289,599
Debt-Principal and Interest Payment	1,373,168	1,377,568	1,377,568	1,377,568	1,374,599
Contingency					
92010-Contingency - General Fund	0	578,500	212,508	212,508	960,170
92020-Contingency - Special General Fund	0	575,000	575,000	575,000	500,000
92040-Contingency - Operations	0	115,000	75,950	0	125,000
92120-Contingency-Long Term Planning	0	0	0	0	213,128
Contingency	0	1,268,500	863,458	787,508	1,798,298
Transfers to Other Funds					
99050-Transfer to Projects Fund	544,737	0	0	0	0
99055-Transfer to Capital Projects Fund	0	0	0	0	90,000
99056-Transfer to Long Range Planning Fund	0	0	0	0	213,128
99060-Transfer to Other Funds	59,741	44,741	44,741	44,741	44,741

Exhibit E
8/15/2025 10:03:55
AM



	Actual FY 23/24	Original Budget FY24/25	Revised Budget FY24/25	Estimated FY24/25	Adopted Budget FY25/26
99220-Transfer to Road and Bridge Fund	600,000	600,000	600,000	600,000	600,000
Transfers to Other Funds	1,204,478	644,741	644,741	644,741	947,869
Totals	47,897,156	50,603,436	61,408,401	54,909,239	53,881,058

ORDER NO. 2025-93
AN ORDER ADOPTING THE TAX RATE AND LEVYING TAXES FOR WALKER COUNTY,
TEXAS FOR THE 2025-2026 FISCAL YEAR TAXATION IN THE COUNTY; AND PROVIDING
FOR THE EFFECTIVE DATE HEREOF.

BE IT ORDERED BY THE COMMISSIONERS COURT OF WALKER COUNTY TEXAS, that:

SECTION 1: There is levied and assessed and shall be collected for the 2025-2026 fiscal year ending September 30, 2026, an ad valorem tax of NO AND 45.71/100 (\$0.4571) DOLLARS for each ONE HUNDRED (\$100.00) DOLLARS of assessed taxable value of property located within the county limits of Walker County, Texas, on January 1, 2025, made taxable by law, which when collected, shall be apportioned among funds and departments of the county government of Walker County for these purposes:

Maintenance & Operations	\$ 0.4387
General Fund, Road & Bridge Fund, Emergency Medical Services Fund	
Debt Service for Payment of General Obligation Indebtedness	<u>0.0184</u>
	\$ 0.4571

SECTION 2: All property upon which a tax is levied shall be assessed on the basis of 100 percent of its appraised value. Property Tax Code § 26.02.

SECTION 3: If it ever should be determined by a final adjudication that this action should have been in some form other than an Order, then and that event, the above and foregoing shall be considered to have been passed, approved and adopted by the governing body of said County as an Ordinance or in whatever form is legally necessary under the Property Tax Code, or any other statute, to impose the charges above specified.

SECTION 4: THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

SECTION 5: THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.6 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$20.00.

SECTION 6; This order shall take effect from and after its passage by Commissioners Court.

PASSED AND APPROVED this 25th day of August, 2025.

WALKER COUNTY TEXAS

Colt Christian, County Judge

Danny Kuykendall, Commissioner Precinct 1

Ronnie White, Commissioner Precinct 2

Bill Daugette, Jr., Commissioner Precinct 3

Brandon Decker, Commissioner Precinct 4

Approved as to form:

Will Durham, Walker County District Attorney



Walker County Financial and Budget Policies

As Amended by Order 2025-94

on August 25, 2025

FINANCIAL AND BUDGET POLICIES OF WALKER COUNTY

Contents

FINANCIAL POLICIES	7
PURPOSE OF FINANCIAL POLICIES.	7
PERSONNEL POLICY MANUAL, PURCHASING POLICIES AND PROCEDURES AND OTHER POLICIES.....	7
GENERAL GOVERNMENT FUNCTIONS.	7
STRUCTURE OF COUNTY GOVERNMENT.	8
ELECTED OFFICIALS.	8
COUNTY FISCAL YEAR.....	8
COMPREHENSIVE ANNUAL FINANCIAL REPORT	8
ANNUAL EXTERNAL AUDIT.....	8
SELECTION OF EXTERNAL FIRM.....	8
EXTERNAL AUDIT REVIEW COMMITTEE.....	8
BASIS OF ACCOUNTING	9
ACCOUNTING POLICY.....	9
GOVERNMENTAL FUND TYPES.....	9
PROPRIETARY FUND TYPES.	9
INTERNAL CONTROL STRUCTURE	9
INTERNAL CONTROLS RESPONSIBILITY.	9
WRITTEN PROCEDURES.....	9
COMPUTER SYSTEM/DATA ACCESS	9
RISK MANAGEMENT.....	10
MEMBER TEXAS ASSOCIATION OF COUNTIES RISK POOL.....	10
ANNUAL REVIEW OF INSURANCE COVERAGE AND DEDUCTIBLES	10
FIXED ASSETS	10
DEFINITION.....	10
CENTRAL FIXED ASSET ACCOUNTING MODULE	10
ANNUAL INVENTORY.....	10
POLICY ON ASSET MANAGEMENT.	10
PURCHASE OF A FIXED ASSET.	10
REVENUE MANAGEMENT	11

REVENUE GENERATED DURING THE BUDGET YEAR TO FUND OPERATING COSTS BUDGETED FOR THE FISCAL YEAR	11
REVENUE SOURCES.	11
CHARACTERISTICS OF THE REVENUE SYSTEM	11
NON-RECURRING REVENUES	11
PROPERTY TAX REVENUES	11
INTEREST INCOME.....	11
USER-BASED FEES.....	12
FINES	12
INTERGOVERNMENTAL REVENUES.....	12
GRANT AND SPECIAL REVENUES.....	12
FEMA/DISASTER REVENUES.....	12
PURCHASING	12
CENTRALIZED PURCHASING	12
PURCHASING AGENT.....	12
REQUISITIONS/PURCHASE ORDERS	12
CONTRACTS.....	12
PERIODIC REPORTING	13
STATE STATUTE REQUIRED REPORTING	13
INTERNAL REPORTING	13
DEBT MANAGEMENT	13
ISSUE OF DEBT.....	13
LONG-TERM DEBT	13
SHORT-TERM DEBT	13
METHOD OF SALE.....	13
FINANCIAL ADVISOR.....	13
ANALYSIS OF FINANCING ALTERNATIVES	14
DISCLOSURE	14
DEBT STRUCTURE.....	14
FEDERAL REQUIREMENTS	14
BIDDING PARAMETERS	14
INVESTMENT AND CASH MANAGEMENT	14
STATE STATUTES.	14
COUNTY TREASURER AS CHIEF CUSTODIAN OF FUNDS.....	14

PLEDGED SECURITIES	14
CHIEF INVESTMENT OFFICER	14
INVESTMENT COMMITTEE.....	15
WRITTEN INVESTMENT POLICIES UPDATED ANNUALLY.....	15
DEPOSITORY CONTRACTS	15
FUNDS HELD IN CERTAIN TRUST ACCOUNTS AND COURT REGISTRY ACCOUNTS.....	15
RECONCILIATION OF BANK ACCOUNTS OTHER THAN TRUST ACCOUNTS HELD BY OTHER ELECTED OFFICIALS	15
FUND AND ACCOUNT GROUPS	15
ORGANIZATION OF ACCOUNTS.....	15
FUND STRUCTURE.....	15
MAJOR FUNDS.....	15
GENERAL FUND.	15
General Projects Fund.....	16
Healthy County Initiative Fund.	17
DEBT SERVICE FUND.	17
ROAD AND BRIDGE FUND.	17
EMERGENCY MEDICAL SERVICES (EMS) FUND.	17
CAPITAL PROJECTS FUND.....	18
General Capital Projects Fund.....	18
Long-Range Planning Funds.....	18
GRANTS AND CONTRACTS.	18
OTHER GOVERNMENTAL FUNDS	18
Legislatively Designated Funds.	18
Other Special Revenue Funds	18
Retiree Health Insurance Committed Funds.....	18
FIDUCIARY FUNDS.....	19
DEPARTMENTAL FUNCTIONAL CATEGORIES	20
EXPENDITURE ACCOUNT CATEGORIES	20
REVENUE ACCOUNT CATEGORIES.....	20
FINANCIAL POLICIES - FUND BALANCE	21
GOVERNMENTAL FUND BALANCE DEFINED.	21
FUND BALANCE	21
FUND BALANCE NOT USED TO SUPPORT ON-GOING OPERATION	21

FUND BALANCE USED FOR ONE-TIME COSTS BUDGETED FOR THE FISCAL YEAR	21
MINIMUM FUND BALANCE.....	21
FUND BALANCE CLASSIFICATION	21
GRANT MANAGEMENT	22
GRANT APPLICATIONS AND ACCEPTANCE OF GRANTS	22
GRANT COMPLIANCE AND PERFORMANCE REPORTS	22
EXPENDITURES AND FISCAL REPORTING REQUIREMENTS	23
GRANT BUDGETS.....	23
GRANT MANAGEMENT AND DISBURSEMENT.....	23
TIMELY EXPENDITURES	23
ADVANCE PAYMENT PROCEDURES.....	23
INTEREST EARNED PROCEDURES	23
CAPITAL IMPROVEMENTS PROGRAM AND CAPITAL BUDGET	24
CAPITAL IMPROVEMENT PLAN	24
ANNUAL BUDGET	24
OTHER FINANCING PROGRAMS.....	24
USE OF FUND BALANCE AND COMMITTED FUNDS BEFORE DEBT	24
ROAD AND BRIDGE INFRASTRUCTURE.....	24
SOFTWARE	24
BUILDINGS.....	24
PROJECT LENGTH BUDGET	24
PROJECT MANAGEMENT.....	24
REPORTING	24
BUDGET POLICIES	25
OVERVIEW OF BUDGET AND BUDGET SCHEDULE	25
COUNTY JUDGE AS BUDGET OFFICER	25
BASIS OF BUDGET	25
BALANCED BUDGET FOR EACH BUDGETED FUND	26
STATUTES AFFECTING THE BUDGET PROCESS.....	26
AD VALOREM TAXES	26
EXPENDITURES OF FUNDS UNDER BUDGET	26
WALKER COUNTY APPROACH TO BUDGETING	26
CONTINGENCY	27

PERSONNEL BUDGET.....	27
NUMBER OF PERSONNEL.....	27
HIRING PROCEDURES AND PLACEMENT OF THE POSITION ON THE SALARY SCALE	27
AMENDING THE PERSONNEL ALLOCATION	27
EMPLOYEE BENEFITS.....	27
Pension Plan.....	27
Health Plan.....	28
Workers Compensation Insurance.....	28
Social Security/Medicare	28
Pay and Pay Classification System	28
STATUTORY RESTRICTIONS ON AMENDING THE BUDGET.....	29
LEGAL LEVEL OF CONTROL.....	29
BUDGETARY CONTROLS.....	30
Compliance with Texas State Law and County Policies	30
Line Item Level Control	30
Capital Purchases.....	30
Encumbrance accounting.....	30
BUDGET AMENDMENTS.....	30
Salaries/Other Pay/Benefits Category	30
Operations Category	30
Capital	31
Centralized Costs/Non-departmental Costs	31
One-Time Allocations.....	31
Intergovernmental Services/Contracts.....	31
Transfers	31
Projects	31
Debt.....	31
Capital Projects Budget.....	31
Unplanned Revenues.....	31
Contingency	32
State Law.....	32
County Auditor Review of Budget Amendments.....	32

FINANCIAL AND BUDGET POLICIES OF WALKER COUNTY

FINANCIAL POLICIES

PURPOSE OF FINANCIAL POLICIES. The purpose of these Financial and Budget Policies is to identify and present an overview of policies dictated by state law, policies adopted by orders of the courts, and administrative policies. The aim of these policies is to achieve long-term stability and a positive financial condition. These policies set forth the basic framework for the overall fiscal management of the County. The scope of these policies span accounting, auditing, financial reporting, internal controls, operating and capital budgeting, budget amendments, revenue management, cash and investment management, expenditure control, the budget amendment process, asset management and debt management. A substantial portion of the policies and procedures of Walker County are defined by State Law. To document some of the non-statutory policies, the first version of the financial policies was adopted on September 13, 2004, by the then sitting Commissioners Court for the purpose of documenting, formalizing and communicating the policies to the elected officials, department heads, and citizens. Goals included setting up policies for guiding financial planning and maintaining adequate fund balances, enhancing budgetary controls, and enhancing transparency in the financial operations of the County. The Commissioners Court began the process of addressing and formalizing other policies and, over time, has put together a comprehensive set of financial policies that guide and regulate County business and transactions. While subject to change, these policies and procedures have not changed in the core philosophies that were behind the original policies. Modifications to the policies are generally minor and generally include additions to the documentation of the policies and addressing changes in reporting.

PERSONNEL POLICY MANUAL, PURCHASING POLICIES AND PROCEDURES AND OTHER POLICIES. In addition to the Financial and Budget Policies, the County has developed a comprehensive set of other policies and procedures that guide and regulate its activities. The Commissioners Court has been actively involved in the formalizing of these policies, many of which have been incorporated into the Personnel Policy Manual. The last major rewrite of the Personnel Policy Manual was in June 2015 with several modifications having been made since then. Formal purchasing policies were first adopted in 2006, followed by a major rewrite and adoption of the Purchasing Policy and Procedures Manual in February 2017. Investment Policies are reviewed each year as part of the budget process. All departmental operations must adhere to the policies adopted by Commissioners Court.

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 the presiding officer and four County Commissioners elected by the voters of their individual precincts. The Local Government Code prescribes the duties and grants authorities of the Commissioners Court and other County officers relating to financial management. The Commissioners Court develops and adopts the County budget, establishes the tax rate and develops policies for County operations. Major responsibilities of County government include public safety, maintaining roads, maintaining jails, funding judicial systems, maintaining public records, assessing property taxes, issuing vehicle registrations, registering voters, conducting elections, and oversight of development within the County.

STRUCTURE OF COUNTY GOVERNMENT. Counties are agents of the state, and their structure is defined in the Texas Constitution. Counties, unlike cities, are limited in their actions to areas of responsibility specifically described in laws passed by the Texas Legislature and signed by the Governor. In Texas, Commissioners Court conducts the general business and oversees financial matters of the County. To ensure Fiduciary responsibility, the Texas Constitution has established a strong system of financial checks and balances by creating, the position of County Auditor, who is appointed by the District Judges and a Purchasing Agent appointed by the County Judge and the District Judges.

ELECTED OFFICIALS. In addition to the County Judge and County Commissioners, other elected officials include the District and County Clerks, County Treasurer, Sheriff, Constables, Justices of the Peace, County Court at Law Judge, two District Judges, a Criminal District Attorney, and the County Tax Assessor. In Walker County the Commissioners Court is responsible for the oversight of the Facilities Maintenance Department, the IT Department, the EMS (Emergency Medical Services) operations, and the Planning and Development Department. State statute defines the roles and duties of each of the other elected officials.

COUNTY FISCAL YEAR. The County operates on a fiscal year that begins October 1st and ends on September 30th.

COMPREHENSIVE ANNUAL FINANCIAL REPORT. A Comprehensive Annual Financial Report is issued at the end of each fiscal year. Walker County participates in the Government Finance Officer (GFOA) Review Program and prepares its statements in accordance with their recommended guidelines.

ANNUAL EXTERNAL AUDIT. The annually adopted budget for Walker County includes funds for an external annual financial audit. The contract shall require that the external auditor of the financial statements conform to standards promulgated in the General Accounting Office's Government Auditing Standards.

SELECTION OF EXTERNAL FIRM. In the external audit firm selection process, Walker County shall issue a comprehensive request for proposals and follow Best Practice Guidelines issued by the GFOA for external audit procurement. In general, it will be the preferred practice of Walker County to rotate external auditors on a periodic basis. Selection of the external audit firm will generally be for a five year period with an initial contract of one year with review for annual renewals for years two thru five. After a five year consecutive period of service by an external audit firm, a request for proposal will be issued each year.

EXTERNAL AUDIT REVIEW COMMITTEE. County policy is for the County Judge to designate an external audit review committee comprised of three to seven members. The primary responsibility of the external audit review committee will be to oversee the external independent audit of the comprehensive annual financial statements, including reviewing the request for proposal and proposal responses, and making a recommendation to commissioner's court for selection of the external audit firm.

BASIS OF ACCOUNTING

ACCOUNTING POLICY. The County Auditor's Office maintains records on a basis consistent with accepted principles and standards for local government accounting and in accordance with current statements and pronouncements issued by the Governmental Accounting Standards Board, as applicable.

GOVERNMENTAL FUND TYPES. The County uses Governmental Funds to account for its general governmental activities. Governmental funds use the flow of current financial resources measurement focus, and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they are 'measurable and available'). "Available" means collectible within the current year or soon thereafter to pay liabilities within 60 days of the end of the current fiscal period. Substantially all revenues except property taxes and fines are considered susceptible to accrual. Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. Principal and interest on long-term debt are recognized as payments are due.

PROPRIETARY FUND TYPES. Proprietary fund types are used to account for business type activities (funds that receive their revenues through user charges). Proprietary funds use the accrual basis of accounting and are based on a flow of economic resources. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. There are two types of Proprietary funds, Enterprise Funds and Internal Service Funds. Enterprise Funds receive their revenues primarily from user fees. Internal Service Funds receive their revenues primarily from other funds. The County has one Internal Service Fund, the Retiree Insurance Fund.

INTERNAL CONTROL STRUCTURE

INTERNAL CONTROLS RESPONSIBILITY. Internal controls are designed to provide reasonable, but not absolute assurance, regarding the safeguarding of assets against loss, unauthorized use, or disposition. Internal controls are designed to ensure reliability of financial records for preparing financial statements and for maintaining accountability for assets. The financial operating controls are shared by the Commissioners Court, which is the governing body, the County Auditor, who is appointed by the District Judges, the elected officials and the department heads. The County Auditor maintains the records of all financial transactions of the County and by statute examines, audits, and approves all disbursements from County funds prior to submission to the Commissioners Court for payment.

WRITTEN PROCEDURES. Elected officials and department heads are responsible for ensuring adequate control of the monies collected by their department and for assets assigned to their departmental area. Whenever possible, written procedures shall be established for all functions involving cash handling and accounting for revenues within the department. Each elected official or department head is responsible for ensuring that good internal controls are followed throughout the department.

COMPUTER SYSTEM/DATA ACCESS. The County shall provide security of its computer systems and data files through physical security and shall require passwords for system access. There shall be a requirement that passwords be changed periodically. The IT department shall report to the Commissioners Court and shall recommend security policies for Commissioners Court approval. The IT department is charged with ensuring there are appropriate backups of data and disaster recovery processes are in place.

RISK MANAGEMENT

RISK. The County is exposed to various types of risk of losses related to torts, theft of, damage to, and destruction of capital assets, errors and omission, injury to employees, and natural disasters.

MEMBER TEXAS ASSOCIATION OF COUNTIES RISK POOL. Walker County participates in the Texas Association of Counties Risk Management ('the pool') created by an interlocal agreement to enable its members to obtain coverage against various types of risk. The pool is administered by the Texas Association of Counties (TAC). Through this pool, the county obtains general liability, property, public officials liability, law enforcement professional liability, auto physical damage, auto liability, and workers' compensation coverage.

ANNUAL REVIEW OF INSURANCE COVERAGE AND DEDUCTIBLES. Each year nearing time of renewal, the Purchasing Agent shall present to the Commissioners Court an agenda item discussing renewal, alternate methods of insuring the county, and a discussion of the amount of insurance deductibles.

FIXED ASSETS

DEFINITION. A fixed asset is a purchased or otherwise acquired piece of equipment, vehicle, furniture, fixture, capital improvement, infrastructure addition, or addition to existing land, or buildings. For financial reporting purposes, a fixed asset's cost or value is \$5,000 or more with an expected useful life of greater than one year, or infrastructure or building improvement at a cost of \$25,000 or more that will extend the life by more than five years.

CENTRAL FIXED ASSET ACCOUNTING MODULE. Fixed assets shall be tagged and information entered into the centralized Fixed Asset Accounting module in a manner defined by the County Auditor.

ANNUAL INVENTORY. An annual physical inventory shall be conducted by the Purchasing Department and as required by Local Government Code 262.01 I(i), a report submitted to the County Auditor, County Judge and District Judges by July 1st of each year.

POLICY ON ASSET MANAGEMENT. Commissioners Court has adopted a separate Asset Management Policy that includes small equipment inventory and inventory maintained at the department level. This policy requires that the Purchasing Agent tag assets with a cost of greater than \$1,000 and are susceptible to loss, that these assets be entered and maintained in the centralized asset accounting system, and defines the departments' responsibility to maintain assets records at the department level.

PURCHASE OF A FIXED ASSET. No fixed asset purchase shall be made without specific approval of Commissioners Court. Generally requests for fixed assets shall be planned and included as part of the annual budget process or an approved Capital Project. In the event of an unplanned purchase made after the annual budget is approved, a budget amendment must be submitted and approved.

REVENUE MANAGEMENT

REVENUE GENERATED DURING THE BUDGET YEAR TO FUND OPERATING COSTS BUDGETED FOR THE FISCAL YEAR. Walker County shall strive to fund all on-going costs during a budget year with revenues that are generated in the budget year. On-going costs not funded by revenues to be generated during the budget year shall be specifically identified during the budget process and the funding plan for future years shall be part of the budget planning process. A function that is to be placed in the tax rate over a period of years shall be part of the annual budget review process.

REVENUE SOURCES. County Government revenues are generally limited to what is allowed in state statute. Many of the revenues allowed are set by specific statute with little discretion on the amount to be charged. The primary revenue sources of Walker County are ad valorem taxes, sales taxes, fines, fees paid to the County by the State of Texas for collecting revenues for the State of Texas, fees for EMS services, license and permit fees and certain other fees. The County is also fortunate to receive numerous grants.

CHARACTERISTICS OF THE REVENUE SYSTEM. The County strives for the following in its revenue system:

Simplicity in naming and grouping. The County shall strive to keep its revenue classifications system simple to promote understanding of revenue sources.

Realistic and Conservative Estimates.

Reporting. Reports showing actual revenues vs. budgeted revenues shall be presented in detail at least monthly and the Commissioners Court shall be advised of potential shortfall of revenues that could have an adverse effect on the budget.

Monitoring of fee offices timely submittal of revenues to the County Treasurer. As part of the internal audit process, revenue reporting offices shall be carefully monitored.

Aggressive collection policy. Elected officials are encouraged to implement aggressive collection policies and practices. The County shall have in place contracts for collections of past due court and ad valorem revenues

NON-RECURRING REVENUES. One-time or non-recurring revenues shall generally not be used to finance current on-going operations. Non-recurring revenues shall generally be used for one- time expenditures.

PROPERTY TAX REVENUES. As per state statute, all real and personal property located within the County is valued at 100% of the fair market value based on the appraised value supplied by the Walker County Appraisal District. Reappraisal and reassessment is as provided by the Walker County Appraisal District. Property tax shall be maintained at a rate determined by Commissioners Court to fund the budget they establish annually. The County contracts with the Walker County Appraisal District for the collection of current and delinquent taxes. In addition, a third party attorney is hired to collect delinquent taxes. The tax rate is set as part of the annual budget in accordance with the Texas Local Government Code and the Texas Tax Code and in accordance with the Texas Truth in Taxation Guidelines.

INTEREST INCOME. Interest is earned from investment of available monies. The County Treasurer is the investment officer and invests monies in accordance with the Commissioners Court approved investment policy. Monthly reports are presented to the Commissioner Court as required by statute. Interest earning shall be deposited in the fund that was the source of the funds invested (interest follows source).

USER-BASED FEES. Many fees, including court related fees and vehicle registration fees, are established by state statute. Chapter 118 of the Texas Local Government Code outlines many of the fees that are allowable or required to be charged by Walker County. Other fees such as EMS fees are established by the County. When possible, the County strives to collect fees from the users of the services to recover costs. Fees shall be reviewed each year either under the time line defined by statute or part of the annual budget process.

FINES. Fine amounts are set by the Judges of the various courts.

INTERGOVERNMENTAL REVENUES. Monies received from other governments shall be matched with the fund or department where the costs or expenses associated with the services are budgeted.

GRANT AND SPECIAL REVENUES. Grant and other special revenues received shall be deposited into the fund or department established for this purpose and spent for their intended purpose.

FEMA/DISASTER REVENUES. These monies will be matched with their expenditures. Monitoring of costs vs revenues received shall be maintained by the fund or departments receiving the funds. Refunds due to the provider shall be charged back against the department receiving the funds.

PURCHASING

CENTRALIZED PURCHASING. Walker County has adopted a centralized purchasing structure and has an appointed Purchasing Agent. A Purchasing Board comprised of the County Judge and District Judges of the 12th and 278th Judicial Districts appoints the Purchasing Agent. Statutory duties of purchasing agents are defined by Texas State Statute. The Purchasing Agent is appointed for two year terms.

PURCHASING AGENT. Local Government Code 262.01 defines the role of the purchasing agent. The purchasing agent shall purchase all supplies, materials, and equipment required or used, and contract for all repairs to property used by the county, except purchases and contracts required by law to be made on competitive bid. A person other than the Purchasing Agent may not make the purchase of the supplies, materials or equipment or make the contract for repairs. The Commissioners Court has adopted a Purchasing Policies and Procedures Manual that defines the guidelines for making purchases.

REQUISITIONS/PURCHASE ORDERS. Local Government Code 113.901 requires a requisition be signed by the county officer ordering the materials or supplies and unless the requirement is waived by Commissioners Court, the requisition must be signed by the County Judge. Walker County has waived the requirement for the County Judge's signature on the requisition.

CONTRACTS. A purchase order defines the terms of an agreement to purchase an item. Contracts that define the terms of the agreement must be approved by the Commissioners Court and requires the signature of the County Judge.

PERIODIC REPORTING

STATE STATUTE REQUIRED REPORTING. State Statute sets the minimum periodic reporting requirements for County Government. The reports are to be presented at Commissioners Court meetings in a timely manner.

- Local Government Code 114.024 requires that a report showing a listing of the county's receipts and disbursements and the accounts of the county be presented at each regular meeting of Commissioner Court.
- Local Government Code 114.025 requires that the County Auditor make monthly and annual reports to the Commissioners Court and to the District Judges of the County. The report is to include: Aggregate amounts received and disbursed, condition of each account on the books, the amount of county and district funds on deposit in the county's depository, the amount of county bonded indebtedness and other indebtedness, and any other facts of interest and information that the County Auditor considers proper or the Court or District Judges request.
- Local Government Code 111.091 requires periodic reports on the budget. The County Auditor includes these reports as part of the monthly reporting process.
- County Treasurer Reporting. Statute places numerous reporting requirements on the County Treasurer related to funds on hand and investment reports.
- Other Elected Officials. Statute places reporting requirements on other elected officials including the County Clerk, District Clerk and Justices of the Peace.

INTERNAL REPORTING. Commissioners Court has placed monthly reporting requirements on many of the departmental functions that they supervise.

DEBT MANAGEMENT

ISSUE OF DEBT. The County shall issue debt only when specifically approved by Commissioners Court and all monies shall be spent for only their designated purpose.

LONG-TERM DEBT. The county will use long-term debt only for the purpose of funding capital projects which cannot feasibly be financed with current revenues or available funds and when future citizens will receive the benefit of the improvement. The payback period of the debt will be limited to the estimated useful life of the capital projects or improvements.

SHORT-TERM DEBT. The County will issue short term debt only in instances where funds are not available through current revenues or available for allocation in the budget process from funds in excess of the county's required minimum fund balances as set by policy. In the past this type of debt has been used to issue certificates of obligation to finance equipment. In recent years, the County has been able to finance its equipment through the use of fund balance in excess of the minimum required amount.

METHOD OF SALE. The County shall use a competitive bidding process in the sale of bonds or certificates of obligation unless there is specific action of Commissioners Court to vary from the competitive process.

FINANCIAL ADVISOR. The Commissioners Court shall review the need and approve the hiring of a Financial Advisor for long term and short-term debt issues as appropriate.

ANALYSIS OF FINANCING ALTERNATIVES. Alternatives to the issue of debt including grants, use of reserves, and use of current revenues shall be explored prior to the issue of debt.

DISCLOSURE. Full disclosure shall be made available to rating agencies, holders of the debt and other users of financial information. The County shall prepare necessary materials to provide for presentations and the production of the Offering Statement.

DEBT STRUCTURE. The County will generally issue debt for a term not to exceed 20 years or the life of asset, whichever is less.

FEDERAL REQUIREMENTS. The County shall maintain procedures to comply with arbitrage rebate and other Federal requirements.

BIDDING PARAMETERS. The County will work with the Financial Advisor to construct the notice of sales to ensure the best bid for the County, in light of the existing market condition and other prevailing factors including parameters such as coupon requirements relative to the yield curve, use of bond insurance, call provisions, method of the underwriters compensation, discount or premium coupons.

INVESTMENT AND CASH MANAGEMENT

STATE STATUTES. As with other functions in Texas county government, there are statutes governing county investments and cash management. The county is required by Government Code 2256, the Public Funds Investment Act, to adopt, implement, and publicize an investment policy. That policy must be written, primarily emphasize safety of principal and liquidity, address investment diversification, yield, and maturity and the quality and capability of investment management; and include a list of authorized investments in which the county's funds may be invested; and include the maximum allowable stated maturity of any individual investment owned by the County. Texas statute also defines very specific reporting requirements for County Treasurers.

COUNTY TREASURER AS CHIEF CUSTODIAN OF FUNDS. Texas Local Government Code Chapter 113 establishes the role of the County Treasurer as the chief custodian of county funds. It further requires that monies be kept in a designated depository and defines the responsibility of the County Treasurer to account for all money belonging to the County. Statute identifies three classes of funds (1) jury fees, (2) money received under the provisions of road and bridge law, including fines and (3) other money received by the Treasurer's office that is not otherwise appropriated. With the exception of delinquent ad valorem taxes, the County Treasurer is to direct prosecution for the recovery of any debt owed to the county, as provided by law and shall supervise the collection of the debt.

PLEGDED SECURITIES. The County's funds are required to be deposited under the terms of a depository contract. The depository bank deposits for safekeeping and trust with the County's agent bank approved securities in an amount sufficient to protect County funds on a day-to day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit (FDIC) Insurance.

CHIEF INVESTMENT OFFICER. The County Treasurer is the Chief Investment Officer of Walker County as authorized by state law.

INVESTMENT COMMITTEE. There shall be an investment committee consisting of the County Investment Officer and at least two other members appointed by the Commissioners Court. The Investment Committee shall meet at least once quarterly.

WRITTEN INVESTMENT POLICIES UPDATED ANNUALLY. The County shall maintain a written investment policy and the Commissioners Court shall review the investment policy each September.

DEPOSITORY CONTRACTS. Walker County shall conduct its treasury activities with financial institutions based on written contracts.

FUNDS HELD IN CERTAIN TRUST ACCOUNTS AND COURT REGISTRY ACCOUNTS. The County Clerk and District Clerk hold money in separate bank accounts not managed by the County Treasurer. Chapter 117 of the Texas Local Government Code defines the law for establishing of a depository, and duties of the custodian of these funds. The County Treasurer is not the custodian of these accounts. Reconciliation and monthly reporting of these accounts is required to be sent to the County Auditor and balances of these accounts are reported to Commissioners Court.

RECONCILIATION OF BANK ACCOUNTS OTHER THAN TRUST ACCOUNTS HELD BY OTHER ELECTED OFFICIALS. The County Treasurer shall handle original reconciliation of Walker County Bank Accounts with the Depository Bank.

FUND AND ACCOUNT GROUPS

ORGANIZATION OF ACCOUNTS. The County's accounts are maintained on the basis of fund and accounts groups that segregate funds according to their intended purpose. Each fund is a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The accounts within a fund are grouped by a functional category. Within the department, the expenditures are grouped by expenditure types.

FUND STRUCTURE. The Financial Reporting Fund structure consist of Major Funds identified for financial reporting purposes described below.

MAJOR FUNDS

- General Fund
- Debt Service Fund
- Road and Bridge Fund
- Emergency Medical Services (EMS)
- Capital Projects Funds
- Grants and Contracts
- Other Governmental Funds

GENERAL FUND. The General Fund is the main operating fund that accounts for most of the financial resources of the county, which may be used for any lawful purpose. The following is a sample of functions and departments found in the General Fund subject to change as accounting needs change.

General Fund			
<u>Function: General Government</u>	<u>Function: Judicial</u>	<u>Function: Public Safety</u>	<u>Function: Corrections and Supervision</u>
County Judge	Courts-Central Costs	Sheriff	County Jail
~~County Judge~~ -IT Hardware/Software	Courts-Pretrial Bond Supervision	Sheriff Estray	County Jail-Inmate Medical
IT Operations	County Court at Law	Courthouse Security	Adult Probation Support
Commissioner's Court	12th Judicial District Court	Constables Central	Adult-Community Services
County Clerk	278th District Court	Constable Precinct 1	
Voter Registration	District Clerk	Constable Precinct 2	<u>Function: Health & Welfare</u>
Elections	Criminal District Attorney	Constable Precinct 3	Veteran's Service
County Facilities	Justice of Peace Precinct 1	Constable Precinct 4	Social Services
Municipal Allocation-Justice Center	Justice of Peace Precinct 2	Department Public Safety Support	Planning & Development
Centralized/Non-Departmental Costs	Justice of Peace Precinct 3	DPS Weigh Station Utilities/Services	Litter Control
Contingency Allocation	Justice of Peace Precinct 4	Weigh Station Site Support	Health and Welfare Intergovernmental/Service Contracts
<u>Function: Financial Administration</u>	Juvenile Probation	Emergency Operations	<u>Function: Education and Culture</u>
County Auditor-Financial Systems		Public Safety Intergovernmental Service Contracts	Historical Commission
County Auditor			Agri-Life Extension Service
County Treasurer			<u>Function: Transfers</u>
County Treasurer - Collections/Compliance			
Purchasing			
Vehicle Registration			
Financial Intergovernmental Service/Contracts			

Figure 1: General Fund Groupings

General Projects Funds. This fund is generally funded from the transfer of General Fund revenues and is reported in the financial statement in the General Fund. These projects generally span multiple years and/or require contribution from the General Fund over a period of several years. Examples of projects that may be included are large facilities maintenance, facilities renovation projects and software replacement and other designated projects. A separate multi-year budget is adopted for this fund. Expenditures are reported in the General Fund financial statements, and the Fund Balance of this fund is identified as committed in the General Fund

annual financial report. Funds remain committed to the project for which monies were intended until completion of the project, or other Court action.

Healthy County Initiative Fund. This fund is funded from monies received from the Texas Association of Counties Rewards Program. This program rewards its members for efforts and success in helping employees enroll and complete various Healthy County Programs sponsored by the Texas Association of Counties Health and Employee Benefits Pool. These monies has been committed by Commissioners Court for programs that address healthy living initiatives for Walker County employees. A separate budget is adopted for this fund. Expenditures are reported in the General Fund financial statements, and the fund balance of this fund is identified as committed in the General Fund annual financial report.

DEBT SERVICE FUND. This fund is created for servicing the payments on outstanding debt. As part of the budget process, a separate tax rate is adopted each year sufficient to pay the annual debt requirements. The only debt outstanding for Walker County is for the 2012 Certificate of Obligation which had an original issue amount of \$20,000,000. This was a 20 year issue with payments beginning in fiscal year 2013 and final maturity in 2032. The primary purpose was construction of new County Jail. Annual debt payments are approximately \$1,375,000.

Debt Service Fund
Function: General Government

ROAD AND BRIDGE FUND. The purpose of this fund is to account for costs associated with maintenance and repairs of roads and bridges in each of the four precincts. A budget is established for each of the four precincts that also includes the salary and benefits of the commissioner. The majority of funding for the Road and Bridge fund is derived from a combination of revenue sources identified in state statute, as well as ad valorem taxes. There is not a specific tax rate adopted for the Road and Bridge Fund, but is part of the operations tax set by Commissioners Court. Unrestricted monies remaining at the end of the fiscal year in the Road and Bridge Fund are committed to the purposes budgeted and are available for expenditure in the following budget year. The following is a sample of functions and departments found in the Road and Bridge Fund subject to change as accounting needs change.

Road and Bridge Fund
Function: Public Transportation
General Road & Bridge
Road and Bridge Precinct 1
Road and Bridge Precinct 2
Road and Bridge Precinct 3
Road and Bridge Precinct 4
Bridge and Special Projects
Weigh Station Operations
Weigh Stations Projects
Transfers

EMERGENCY MEDICAL SERVICES (EMS) FUND. The purpose of the EMS fund is to account for costs associated with providing EMS emergency services to Walker County residents. There are also several private sector companies operating within Walker County. These private sector providers do not receive funding from Walker County. Primary sources of revenues for EMS service are user fees and ad valorem taxes. There is not a specific tax rate adopted for the EMS Fund, but is part of the operations tax set by

Commissioners Court. Unrestricted monies at the end of each fiscal year in the EMS Fund are committed to the purpose of providing EMS services.

EMS Fund
Function: Public Safety
Emergency Services

CAPITAL PROJECTS FUNDS. These funds are used to account for capital projects often paid from the issue of debt or large multi-year grant, state and federal fund received for a capital project. This fund type was used for construction of a new County Jail funded with the issue of a certificate of obligation. The balance of the debt issue to fund this construction was spent in the fiscal year ending September 30, 2016 for improvements at the Justice Center. Currently there are no anticipated debt issues. Classifications and types of capital assets includes buildings, buildings and other improvements, rights of way, road improvements, Information Technology (IT) infrastructure improvement, vehicles and equipment.

A General Capital Projects Fund and Long-Range Planning Fund are used for projects where the funding source is not primarily funded by debt or external funds. The initial funding was a transfer from the General Fund. These funds are used for tracking financial resources that are committed pursuant to formal action of Commissioners. Capital Projects Funds are budgeted at the time they are established. Capital budgets may span multiple years and do not have to be reallocated in the subsequent years. Expenditures are reported in the General Fund financial statements, and the Fund Balance of this fund is identified as committed in the General Fund annual financial report. Funds remain committed to the project for which monies were intended until completion of the project, or other Court action.

GRANTS AND CONTRACTS. Budgets for the Grants and Contracts grouping are Special Revenue Funds set up to account for grants received and monies received from the state, federal government and other sources. The County receives numerous grants and also receives funds that are part of the State of Texas General Appropriations Bill for funding of a state-wide Criminal, Civil and Juvenile unit. The State has contracted with Walker County to administer these funds. Grant funds are set up for the purpose of accounting for specific grants. These funds are not budgeted as part of the annual budget.

OTHER GOVERNMENTAL FUNDS. Other governmental funds are generally divided into two types, those that are legislatively designated and those that are committed to account for a specific or committed revenue.

Legislatively Designated Funds. These funds are created to account for the proceeds from specific revenue sources that are restricted to expenditure for specified purposes designated by State Statute. Proceeds from specific restricted revenue sources are the foundation of the fund. The county will disclose the purpose for each legislatively designated special revenue fund.

Other Special Revenue Funds. Separate funds may be required/needed for budgeting and accounting for special purpose revenues including, projects, and other revenues for a specific purpose. These funds are budgeted separately, but vary in the reporting in the annual financial report.

Retiree Health Insurance Committed Funds. Monies available at the end of each fiscal year that were budgeted or previously budgeted for retiree health insurance benefits are shown as

committed fund balance for that purpose in the fund established for that purpose, or accounted for as a trust if a trust has been established.

The following is a sample of functions and departments found in the Legislatively Designated Fund Grouping subject to change as accounting needs change.

Other Governmental Funds		
Legislatively Designated Funds		
Function: Judicial	Function: Public Safety	Function: General Government
County Records Management and Preservation Fund	Sheriff Forfeiture Fund	Elections Equipment Fund
CountyRecordsPreservation(IIIDigitize)Fund	Sheriff Inmate Medical Fund	Tax Assessor Election Service Contract Fund
County Clerk Records Management and Preservation Fund	DOJ Equitable Sharing Fund	Function: Financial Administration
County Clerk Records Archive Account Fund	Sheriff Commissary Fund	Tax Assessor Special Inventory Fee Fund
Court Facilities Fund – SB 41		
District Clerk Records Management and Preservation Fund		
District Clerk Rider Fund		
District Clerk Archive Fund		
County Jury Fee Fund		
County Jury Fund SB 41		
Court Reporter Service Fund		
County Law Library Fund		
Language Access Fund SB 41		
Courthouse Security Fund		
Justice Courts Building Security Fund		
Justice of Peace Truancy Prevention & Diversion Fund		
County Specialty Court Programs		
Justice Courts Technology Fund		
County and District Courts Technology Fund		
Child Abuse Prevention Fund		
District Attorney Prosecutors Supplement Fund		
Pretrial Intervention Program Fund		
District Attorney Forfeiture Fund		
District Attorney Hot Check Fee Fund		
Other Funds	Internal Service Fund	
Function: General Government	Function: General Government	
Healthy County Initiative Fund	Insurance Fund – Retiree Health	
General Projects Fund	Insurance Fund II-Retiree Health	
General Capital Projects Fund		
Long-Range Planning Fund		

Figure 2: Other Governmental Fund Groupings

FIDUCIARY FUNDS. In addition to the above major governmental funds, the County reports the fiduciary fund types. Agency funds are used to account for assets held by the County as an agent on behalf of various third parties outside of the County. Agency funds held by the County include Adult Probation, Walker County Public Safety Communications Center, LEOSE Training Funds for Law Enforcement Officials, Walker County Entergy Transportation TIRZ#1, and various County Officials Trust and Agency Funds. These funds are not included in the annual budget.

DEPARTMENTAL FUNCTIONAL CATEGORIES. The departments for the County are grouped by several functional categories;

- General Government
- Financial Administration
- Judicial
- Public Safety
- Corrections and Supervision
- Health and Welfare
- Education and Culture
- Public Transportation
- Debt
- Contingency
- Transfers

EXPENDITURE ACCOUNT CATEGORIES. Within each department, expenditures are further grouped in the following categories. These categories generally follow the legal level of control for a departmental budget. The following is an example of categories and are subject to change as accounting needs change.

- Salary/Other Pay/Benefits
- Operations
- Capital
- Projects
- Debt
- Intergovernmental Services/Contracts
- Contingency
- Transfers

REVENUE ACCOUNT CATEGORIES. For reporting and budgeting purposes, revenues are grouped into categories. The following is an example of categories and are subject to change as accounting needs change.

- Property Taxes
- Sales Tax
- Other Taxes
- Licenses and Permits
- Debt
- Intergovernmental Revenues
- Charges for Services/Fees of Office
- Fines/Court Costs and Forfeitures
- Interest Earnings
- Other Revenues
- Transfers

FINANCIAL POLICIES - FUND BALANCE

GOVERNMENTAL FUND BALANCE DEFINED. Fund Balance is the difference between current financial assets and current liabilities reported in a governmental fund's financial statement. In governmental funds, only current assets and current liabilities are reported in the financial statements. This means that fund balance is often considered more of a measure of liquidity, than a measure of net worth. Fund balance is the excess of revenues over expenditures over a period of time. In the budget cycle, the beginning fund balance is the amount available from prior years for allocation and expenditure in the current budget and the estimated ending fund balance is the amount that is estimated to be available for allocation in subsequent years.

FUND BALANCE. Walker County shall maintain fund balance in the General Fund to pay expenditures caused by unforeseen emergencies or for shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes.

FUND BALANCE NOT USED TO SUPPORT ON-GOING OPERATION. Fund balance generally shall not be used to support on-going operations. The exception may be specific approval of Commissioners Court during the budget process to bring a cost into the tax rate over a period of years generally not to exceed three years.

FUND BALANCE USED FOR ONE-TIME COSTS BUDGETED FOR THE FISCAL YEAR. Allocations included in the budget for one-time costs including equipment, vehicles, special projects, contracts or purchases are generally funded by use of fund balance in excess of the county's required minimum fund balance set by this policy.

MINIMUM FUND BALANCE. It shall be the policy of Walker County to maintain a General Fund Balance of generally three to four months cash flow. At a minimum, the goal will be to maintain at least a fund balance in the 16.67% range of the operating costs reflected in the most current General Fund budget. No minimum fund balance is required for other funds of the County.

FUND BALANCE CLASSIFICATION. Fund Balances shall be reported in the Financial Statement in compliance with the Governmental Standards Board (GASB) Statement 54. Each fund will be categorized into one of five classifications, which are described below. The county governmental- fund financial statements will present fund balances classified in a hierarchy based on the strength of the constraints governing how those balances can be spent. The presentation is only for purposes of the CAFR and may result in a consolidation of related funds for reporting purposes.

Annually during the time frame of August or September, Commissioners Court will adopt an Order classifying how the funds are to be classified in the upcoming financial statements for the fiscal year end.

Where appropriate, Walker County will typically use restricted, committed, and/or assigned fund balances, in that order, prior to using unassigned resources. The County reserves the right to deviate from this general strategy.

Fund classifications are listed below in descending order of restrictiveness:

Nonspendable: This classification includes amounts that cannot be spent because they: (a) are not in spendable form (e.g., inventories and prepaid items); (b) are not expected to be converted into cash within the current period or at all (e.g., long-term receivables); or (c) are legally or contractually required to be maintained intact.

Restricted: This classification includes amounts subject to usage constraints that have either been: (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation. Legislatively Designated funds fall in this category.

Committed: This classification includes amounts that are constrained to use for specific purposes pursuant to formal action of Commissioners Court prior to the end of the fiscal year. These amounts cannot be used for other purposes unless the Court removes or changes the constraints via the same type of action used to initially commit them. A commitment of fund balance requires formal action as to purpose but not as to amount; the latter may be determined and ratified by the Court at a later date. The Road and Bridge Fund, EMS Fund, Other Special Revenue Funds including the General Capital Projects Fund, and Healthy County Initiative generally fall in this category for non-restricted funds.

Assigned: This classification includes amounts intended by the county for use for a specific purpose but which do not qualify for classification as either restricted or committed. The intent can be expressed by Commissioners Court or by the County Auditor or other selected official. An assignment of fund balance implies intent of Commissioners Court.

Unassigned: This classification applies to the residual fund balance of the General Fund and to any deficit fund balances of other governmental funds.

GRANT MANAGEMENT

GRANT APPLICATIONS AND ACCEPTANCE OF GRANTS. Prior to applying for a grant, Department Heads/Elected Officials shall present to Commissioners Court a request to apply for the grant and identify out of pocket or cash requirements. Upon approval, the department or official requesting the grant will complete the application for signature by the County Judge. If the grant application is approved, the county will be notified by the grantor agency of the award, which will require acceptance by the Commissioners Court. Upon acceptance of the Grant, by Commissioners Court, a full copy of the grant application and grant award shall be submitted to the Auditor Department prior to any expenditure or obligation of grant monies.

GRANT COMPLIANCE AND PERFORMANCE REPORTS. The Department Head/Elected Official applying for the grant shall be responsible for ensuring any monies expended meet grant requirements and are within the approved grant budget. The Department Head/Elected Official is responsible for working with the Purchasing Agent to ensure the procurement processes is in compliance with applicable grant requirements.

EXPENDITURES AND FISCAL REPORTING REQUIREMENTS. Department Heads and Elected Officials shall review invoices for payment to ensure the supporting documentation is in compliance with applicable regulations. Grant documentation provided by the receiving department shall provide information as to who is responsible for making requests for reimbursement and fiscal reporting to the granting agency. Amendments to the grant budget shall be the responsibility of the Department Head/Elected Official responsible for receiving the grant.

GRANT BUDGETS. Grant budgets are adopted at the grant level and a budget is accepted/established at the time of receipt of the grant and acceptance by Commissioners Court. Usually grants do not follow the County's fiscal year and are therefore not included as part of the annual budget adoption process or order adopting the county budget. All grant revenues and expenditures are included in the Comprehensive Annual Financial Report (CAFR) and reported on the county's fiscal year.

CASH MANAGEMENT AND DISBURSEMENT

TIMELY EXPENDITURES. The County shall make timely payments to vendors and minimize the time between transferring funds from the State Treasury and disbursement of funds to vendors in compliance with the terms and conditions of the federal contract, grant, regulation, or statute.

To ensure vendor compliance, invoices/pay applications/pay estimates will be reviewed for accuracy for such items but not limited to change order approvals, outstanding lien/payments to subcontractors, labor standards, and verification of work completed as invoiced prior to disbursement or request for funds from State Agency. The County shall notify a vendor of an error in an invoice submitted for payment by the vendor.

Each invoice shall be reviewed for allowability of costs and for duplicate or unnecessary purchases under the grant and CFR guidelines.

ADVANCE PAYMENT PROCEDURES

All advanced payments using federal grant funds will be disbursed within three (3) calendar days from the date of the transfer of funds in accordance with 2 CFR 200.305(b), and in accordance with the provisions in the contract with the vendor.

Advance payments of federal grant funds will be deposited and maintained in a separate insured account. The County will maintain advance payments of federal awards in interest-bearing accounts, unless the following apply: County receives less than \$120,000 in Federal awards per year; the County is not expected to earn interest in excess of \$500 per year on Federal cash balances; or the depository would require an average or minimum balance so high that it would not be feasible within the expected Federal and non-Federal cash resources. (2 CFR 200.302(b)(6) and 200.305)

INTEREST EARNED PROCEDURES

The County will verify interest earned remains under \$500 per fiscal year by tracking interest earned on each grant deposit in the grant ledger; if interest does exceed \$500 per fiscal year the County will remit interest earned to the Department of Health and Human Services per 2 CFR 200.305. If the County determines it meets one of the exemptions and decides to maintain funds in a non-interest bearing account, it will document and routinely check to ensure it still meets that exemption requirements.

CAPITAL IMPROVEMENTS PROGRAM AND CAPITAL BUDGET

CAPITAL IMPROVEMENT PLAN. The County does not have a formalized Capital Improvements Plan. Generally, the Capital Improvements Plan is a document with a multi-year plan for capital improvements that is reviewed and updated annually. It is a generally a planning document that over time is funded with debt, grants, fund balance or a combination of sources. Included would be infrastructure improvements or additions, buildings and major software replacements. County's plan is to look in to a formal plan as part of the strategic planning initiative.

ANNUAL BUDGET. During the annual budget process, items that would typically be included as part of a Capital Improvements Plan or capital budget are reviewed. The items are most often presented as **change** requests and generally have been part of Commissioners Court discussions over a period of time.

OTHER FINANCING PROGRAMS. As the first alternative, the County shall research alternative financing sources including Hazard Mitigation Grants, State and Federal Funds and other grants or funds available for the identified project.

USE OF FUND BALANCE AND COMMITTED FUNDS BEFORE DEBT. After researching sources of external sources of fund, the approach Walker County has used is to next look to fund balance over the minimum fund balance required by policy and committed funds, followed by looking to debt. Projects are often planned over a multi-year period by committing funds to a project each year until sufficient funds are available for the project.

ROAD AND BRIDGE INFRASTRUCTURE. Historically the approach has been to budget a \$600,000 transfer from the General Fund each year to the Road and Bridge Fund from the General Fund as fund balance exceeds the minimum required.

SOFTWARE. Software Improvements and replacements are funded by transfers from the fund balance of the General Fund over the required minimum reserves. Prior to purchasing new major software, cloud based alternatives and software as a service options shall be reviewed.

BUILDINGS. The first alternative explored shall be remodeling, updating or expanding the existing structure.

PROJECT LENGTH BUDGET. A budget for a capital project shall be a project length budget. At the end of the fiscal year, the unspent budget shall move forward to the new budget year until the project is completed.

PROJECT MANAGEMENT. Commissioners Court shall assign a project manager to oversee a capital project.

REPORTING. Status reports shall be provided to the Commissioners Court on a capital project by the project manager and financial reporting shall be made available to the Commissioners Court on a regular basis.

FINANCIAL AND BUDGET POLICIES OF WALKER COUNTY

BUDGET POLICIES

OVERVIEW OF BUDGET AND BUDGET SCHEDULE. The budget is a financial plan for a fiscal year that matches all planned revenues and expenditures with the services provided the citizens of Walker County. An annual budget is prepared for each fiscal year and, as described in Local Government Code 111.010, Commissioners Court may only levy taxes in accordance with the budget. For a county the size of Walker County, the County Judge serves as the budget officer of the County. The County Auditor assists the Judge in the budget process. Walker County's budget process begins in April of each year with the County Auditor's office coordinating with the County Judge for the upcoming budget preparation and results with the adoption of the budget and tax rate usually sometime in September. Worksheets are distributed to elected officials and department heads in early May; elected officials and departments prepare their base budgets and supplemental requests in May; in June, the County Auditor prepares the budget work book and revenue estimates and assists the County Judge in preparing and submitting the budget to Commissioner Court for discussion; the Commissioners Court receives the budget the first of July; followed by elected officials and department heads presenting their supplemental requests during budget work sessions; extensive budget work sessions follow continuing throughout July with filing of a proposed budget for public review by August 15th. Following required notices and public hearings a budget and tax rate is adopted.

COUNTY JUDGE AS BUDGET OFFICER. By state statute, the County Judge serves as the budget officer of the County. The County Judge presents a budget to Commissioners Court for their review to establish the funding level and supplemental requests to be included in the proposed budget. Generally, A base budget is presented by the County Judge, with recommended additions to the base budget, and the full list of supplemental requests made by the elected officials and department heads. Commissioners Court then prioritizes the requests within the funds available, projected revenues, projected tax revenues available at the No-New-Revenue Tax Rate, and discuss the tax rate that would be required to fund the recommended requests.

BASIS OF BUDGET. Annual operating budgets shall be adopted on a basis consistent with generally accepted accounting principles as promulgated by the Government Accounting Standards Board with exceptions that depreciation is not included in the budget, capital purchases are budgeted in the year of purchase, un-matured interest on long-term debt is recognized when due, and debt principal is budgeted in the year it is to be paid.

Governmental Fund Types are budgeted on a modified accrual basis, with exception noted above. Revenues are included in the year they are expected to become measurable and available. Expenditures are included in the budget when they are measurable, a liability has been incurred, and the liability will be liquidated with resources in the budget.

Proprietary fund types are budgeted generally on an accrual basis with the exceptions noted above. Revenues are budgeted in the year they are expected to be earned and expenses are budgeted in the year the liability is expected to be incurred. The emphasis is to be on cash transactions in lieu of non-cash transactions, such as depreciation. The focus is on the net change in working capital.

Annual budgets are adopted for the General Fund, Debt Service Fund, Road and Bridge Fund, Emergency Medical Services (EMS) Fund, Legislatively Designated Funds, and Other Governmental Funds. The

exception is the General Projects, General Capital Projects, Long-Range Planning Fund and the Grants and Contracts funds.

General Projects, General Capital Projects and the Long-Range Planning Fund are projects length budgets and are budgeted on a modified accrual basis. These funds are reported in the General Fund in the financial statements. They are multi-year projects and are included in the year the projects are first allocated and remain allocated until spent.

Grants and Contracts are not included in the annual budget. Since all operating funds currently used in Walker County are Governmental funds, the basis for budgeting for all funds is the modified accrual basis of accounting.

BALANCED BUDGET FOR EACH BUDGETED FUND. Walker County shall adopt a balanced budget for each fund meaning that budgeted expenditures for a fund may not exceed the balances in those funds as of the first day of the fiscal year plus the anticipated revenue for the fiscal year.

STATUTES AFFECTING THE BUDGET PROCESS. Texas State Statutes have much to say about the budget process.

The statutes of the State of Texas provide that the amounts budgeted in a fiscal year for expenditures from the various funds of the County may not exceed the balances in those funds as of the first day of the fiscal year, plus the anticipated revenue for the fiscal year as estimated by the County Auditor.

In addition, the law provides that the Commissioners' Court may, upon proper application, transfer funds from an existing budget (during the year) to a budget of like kind but no such transfer shall increase the total of the budget.

The statutes of the State of Texas require an itemized budget be prepared to allow as clear a comparison as practicable between the proposed budget and actual expenditures for the same or similar purposes that were made for the preceding fiscal year. The budget must contain a complete financial statement of the County that shows: the outstanding obligations of the County; the cash on hand to the credit of each fund of the County government; the funds received from all sources during the preceding year; the funds available from all sources during the ensuing fiscal year; the estimated revenues available to cover the proposed budget; and the estimated tax rate required to cover the proposed budget.

AD VALOREM TAXES. Local Government Code 111.010 states that Commissioners Court may levy taxes only in accordance with the budget.

EXPENDITURES OF FUNDS UNDER BUDGET. After final approval of the budget, the Commissioners Court may spend county funds only in strict compliance with the budget except in the event of an emergency [Texas Local Government Code§ 111.010(b)].

WALKER COUNTY APPROACH TO BUDGETING. The proposed budget shall be prepared using two very distinct categories, base budget (funded from on-going continuing revenues) and one-time items. The starting point for the budget each year shall be the operations budget for the prior year less all one-time allocations. The base budget is to consist of operating costs essential to the running of the office and funded from on-going or continuing revenues sources. The base budget is intended to fund a department with enough money to sustain current operations at the same level of operations as the current year budget. Items not included in the base budget are items such as vehicles, equipment, capital allocations, projects,

and other one-time items that were funded from fund balance. A detailed change request form is required to be submitted for all requested changes to the base budget and for any request for one-time items.

CONTINGENCY. The budget shall include a contingency line item in the General Fund to meet unanticipated expenditures during the budget year. Historically, the amount budgeted is in the \$800,000 range. The monies may be transferred to other line items in the budget only after formal amendment to the budget in an Order adopted by Commissioners Court. In addition, an additional contingency line may be included in the budget

PERSONNEL BUDGET. The annual budget shall include a detail of the number of positions for each fund and department by job classifications and show the total salaries budgeted. A detail of personnel allocation changes from the current year to the adopted budget shall be presented. The pay classifications and pay ranges for the County shall be part of the budget.

NUMBER OF PERSONNEL. The number of personnel, an elected official or department head has on the payroll at any one time shall not exceed the number of positions included in the adopted budget for the department. Commissioners Court may approve through official court action the hiring of a temporary position and may fund the temporary position through a formal budget amendment, if necessary.

HIRING PROCEDURES AND PLACEMENT OF THE POSITION ON THE SALARY PLAN. The hiring procedures and placement of the employee on the salary plan must be in compliance with the County adopted Personnel Policy and total salaries paid shall not exceed the amount budgeted.

Prior to advertising a position, the elected official or department head shall communicate with the Human Resources officer in the County Treasurer department about the vacancy and hiring of the position and availability of funds for the position. The amount of pay and employee benefits offered to a new employee must be as outlined in the County adopted personnel rules.

Elected Officials and department heads shall notify the Human Resources officer in the County Treasurer department immediately of any employee terminations and file the appropriate personnel forms.

A change of status form shall be reviewed by the County Auditor for budget compliance. Prior to allowing an employee to begin work, all paperwork must have been received by Human Resources in the County Treasurer Office and the elected official or department head shall have received notice that the employee may begin work.

AMENDING THE PERSONNEL ALLOCATION. The adopted personnel allocations and budget shall only be amended by formal action of the Commissioners Court.

EMPLOYEE BENEFITS. As part of the annual budget, the employee benefit package and costs associated with the benefits shall be part of the budget consideration and supplemental requests shall be prepared for increases or changes in the cost of benefits. A supplemental request is required for any suggested changes in the benefit plan or changes in cost of these benefits.

Pension Plan. Walker County participates in the Texas County and District Retirement System (TCDRS). TCDRS provides retirement, disability and death benefits.

The plan provisions are adopted by the County, within the options available in the Texas state statutes governing TCDRS (TCDRS Act). Employees are required to contribute 7% of their pay and the county budget includes funding for a 2.1 to 1 match at an approximate cost of 14.7% of payroll.

The County Treasurer and County Auditor shall present to Commissioners Court during the budget cycle information related to the contribution rate and cost for the upcoming year and the County Auditor shall submit a change request outlining any changes in costs. The County shall review the actuarially determined contribution amount as provided by TCDRS each budget year and include funds in the budget or adjust plan benefits if necessary. Historically the county has not underfunded the actuarially determined contribution rate.

Health Plan. The county participates in the Texas Association of Counties Health and Employee and Benefits Pool administered by TAC.

Active Employees. The County budget includes funding for 100% of the cost of a full-time employee's health insurance. The employee is responsible for any elected dependent coverage or dental coverage.

Retired Employees. The County budget includes funding for 100% of the cost of the coverage for retired retirees that met conditions defined in the Personnel Policies at the time of their retirement.

Future retiree planning for budgetary impacts. Commissioner Court recognizes that the impact on future budgets for retiree health insurance coverage must be addressed if the benefit is to remain in place. Funds have been put in place to assist with future costs. Future transfers to these funds are at the option of the court.

Base budget. The proposed base budget from on-going revenues shall be submitted to Commissioners Court to include changes in funding needed as employees become eligible for these benefits.

Workers Compensation Insurance. The County is a member of the Texas Association of Counties Workers Compensation Pool. Rates are established by the Pool and adjusted for experience on an annual basis.

Social Security/Medicare. The County pays in to the Federal Social Security and Medicare System. Cost is 7.65% of payroll.

Pay and Pay Classification System. The County adopts the pay classification rates as part of the annual budget review process. All changes to the pay system are presented as a supplemental request during the budget process.

STATUTORY RESTRICTIONS ON AMENDING THE BUDGET. Restrictions are placed on the ability of the County to amend the budget in several sections of the Texas Local Government Code including:

Commissioners Court may amend the budget from time to time as provided by law for the purposes of authorizing emergency expenditures. [Texas Local Government Code § 111.010(C)].

Commissioners Court may authorize an emergency expenditure as an amendment to the original budget only in a case of grave public necessity to meet an unusual and unforeseen condition that could not have been included in the original budget through the use of reasonably diligent thought and attention.

Commissioners Court by order may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure. [Texas Local Government Code § 111.010(d)].

Special budgets for grants or aid money received by the county that are not included in this budget shall be certified to the Commissioners Court by the County Auditor and a special budget adopted for the limited purpose of spending the grant or aid money for its intended purpose. [Texas Local Government Code § 111.0106].

Special budget for revenue received after the start of the fiscal year that are not included in this budget shall be certified to the Commissioners Court by the County Auditor and a special budget will be adopted for the limited purpose of spending the revenues for general purposes or its intended purposes. [Texas Local Government Code § 111.0108].

State Law. State Law will be the final authority in governing the budget amendment process and all changes or additions to the budget shall conform to current law.

LEGAL LEVEL OF CONTROL. The legal level of budgetary control is the level at which departments may not exceed their budget in a given fiscal year. The legal level of control for Walker County is the category level for the budgeted operating funds. Category levels are established in the budget process and include Salary/Other Pay/Benefits, Operations (Supplies, Services and Charges), Capital Expenditures, Projects, Debt, Inter/Intra Governmental Services/Contracts, Contingency and Transfers within the department budget for all funds. The legal level of control for Grants and Contracts for these funds is set by the granting or funding agency.

Example:

Fund - General Fund Function - Public Safety Department - Sheriff

Expenditure Category - Operations - Fuel

In the above example, the legal level of control is the expenditure category of Operations within the Sheriff Department. The elected official or department head may not exceed budget allocations at the category level without a formal budget amendment approved by Commissioners Court.

Capital Project Funds (governmental funds) are funds used to account for acquisition and construction of major capital activities. Separate funds are used for each individual construction project that have an external revenue source. Capital projects funded from transfers of internal funds are placed in a General Capital Projects Fund. At the time, a capital project fund is established, Commissioners Court shall set the original budget at a category or project level they deem appropriate for the project in accordance with the legal requirements set forth in the funding document and for internal control purposes. Any movement

between category levels established in the original budget shall require a formal budget amendment approved by Commissioners Court. Prior to beginning a capital project approved in the budget process, the County Auditor shall certify to Commissioner's Court that funds are available for the project. After approval by the Commissioners Court to begin the project, the Commissioners Court or the County Judge will assign a department head, elected official, or project manager to review and recommend approval of payment of invoices through the formal approval process.

BUDGETARY CONTROLS. Walker County establishes budgetary controls to ensure compliance with Texas State Law and to ensure compliance with the legal provisions embodied in the annual appropriated budget approved by the Commissioners Court. As a method of control, Walker County also maintains an encumbrance accounting system. Available funds are encumbered during the year upon execution of a purchase order, contracts, or other appropriate documents in order to reserve that portion of the applicable appropriation. Outstanding encumbrances lapse at fiscal year-end. Controls also include restrictions on amending the budget.

Compliance with Texas State Law and County Policies. Department heads and elected officials may expend money only in compliance with the budget and all purchases must comply with Texas State Law, the County's Procurement Policy, other County Policies, and funds must be available within the legal level of control categories.

Line Item Level Control. Departments are encouraged to maintain control at the line item level.

Capital Purchases. No capital item may be purchased unless approved as part of the budget process or through a Commissioners Court approved budget amendment.

Encumbrance accounting. Encumbrances represent commitments related to unperformed contracts for goods or services. Available funds are encumbered during the year upon execution of purchase orders, contracts, or other appropriate documents in order to reserve that portion of the applicable appropriation. As all encumbrances lapse at year end, those encumbrances (e.g. purchase orders, contracts) outstanding at September 30 must be re- appropriated in the budget of the subsequent year.

BUDGET AMENDMENTS. With the exception of Grant and Contract Funds, Department heads or elected official may, without prior Commissioners Court approval, authorize transfers within the budgetary legal level of control with the following exceptions:

Salaries/Other Pay/Benefits Category

Personnel allocations and the amount allocated in the budget for an employee shall not be changed without specific authorization of Commissioners Court or authorizing authority for the position.

Salary and benefit saving, including those due to vacancies shall not be transferred from the Salaries/Other Pay/Benefits category group without a formal budget amendment approved by the commissioners court.

Operations Category

There shall be no obligations made for recurring charges that will affect subsequent years budgets without consent of the Commissioners (cell phones, service contracts, leases, etc).

There shall be no transfers that will adversely impact the budget for the remainder of the fiscal year.

Capital

There shall be no transfers made for the purpose of purchasing capital items without a formal budget amendment approved by Commissioners Court. Additions or replacements to the fleet or purchase or replacement of capital items (cost > \$5,000) shall not occur unless the capital purchase was approved in the budget process or with specific approval of a budget amendment by the Commissioners Court.

Centralized Costs/Non-departmental Costs

The County Judge shall have the authority to authorize expenditures in the Centralized Costs and Non-departmental budgets and to transfer amounts between line items within the constraints above with the exception of the contingency line item. Transfers of contingency funds will require approval of the Commissioners Court.

One-Time Allocations

Commissioners Court approved contingency transfers, special, or one-time allocations approved shall not be spent for other than their designated purpose and cannot be transferred to another line item without prior approval of Commissioners Court.

Intergovernmental Services/Contracts

These monies shall not be spent for any purpose other than their specifically designated purpose without prior authorization of Commissioners Court.

Transfers

These monies shall not be spent for any purpose other than their specifically designated purpose without prior authorization of Commissioners Court.

Projects

These monies shall not be spent for any purpose other than their specifically designated purpose without prior authorization of Commissioners Court.

Debt

These monies shall not be spent for any purpose other than their specifically designated purpose.

Capital Projects Budget

Changes to Capital Projects Budget require a formal budget amendment by Commissioners Court. All change orders for contracts shall be presented for approval by Commissioners Court.

Unplanned Revenues

In the event of unplanned revenues, expenditures associated with the unplanned revenues shall occur only after a formal amendment to the budget is approved by Commissioners Court.

Contingency

Commissioners Court approval is required for any transfer from contingency and requires a formal budget amendment. Department heads and elected officials may request a transfer from contingency funds only after a review of departmental budgeted funds and shall justify the unplanned expenditure to the Commissioners Court for the proposed expenditure. Commissioners Court may review the departmental budget.

State Law. State Law shall be the final authority in governing the budget amendment process and all changes or additions to the budget shall conform to current law.

County Auditor Review of Budget Amendments: The County Auditor shall review all budget amendments to assure that the transfer will not adversely impact the budget for the remainder of the fiscal year or require increases in future years. After review by the County Auditor, all budget amendments requiring Commissioners Court approval will be forwarded for review at a following scheduled meeting. The Department will be notified when the transfer is approved and entered into the financial system.

[Treasury ARPA Compliance and Reporting Guidance:](#)

SLFRF allocations made to ARPA Recipients are not subject to the requirements of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 or 2 CFR 200.305(b)(8)(9). As such, recipients can place funds in interest-bearing accounts, do not need to remit interest to the Treasury, and are not limited to using that interest for eligible uses under the SLFRF award.

Source: Treasury ARPA Compliance and Reporting Guide, pg11, #3.

** Please also note there is one caveat of if interest is considered program income (specifically, principal and interest on loans made with Federal award funds may be considered program income).

→ Program income does not include interest earned on advances of Federal funds, rebates, credits, discounts, or interest on rebates, credits, or discounts.

Source: Treasury ARPA Compliance and Reporting Guide, pg13, #9.

INTERLOCAL AGREEMENT FOR ROAD MAINTENANCE AND REPAIR
BETWEEN CITY OF RIVERSIDE AND WALKER COUNTY

THE STATE OF TEXAS §
 §
COUNTY OF WALKER §

THIS AGREEMENT is made and entered into by and between WALKER COUNTY, TEXAS (hereinafter called "County"), a political subdivision of the State of Texas acting herein by and through its Commissioners' Court, and the City of Riverside, (hereinafter called "City"), a municipality located in Walker County, Texas, acting herein by and through its City Council.

WITNESSETH:

WHEREAS, said County and City, pursuant to the provisions of the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, wish to enter this Agreement; and

WHEREAS, City contains roads and streets which, from time to time, must be maintained or repaired; and

WHEREAS, City desires County's assistance, as needed, for performance of the maintenance or repair of said roads and streets; and

WHEREAS, County desires to provide assistance, through Precinct 3 Road and Bridge, to City, if possible;

NOW, THEREFORE, County and City agree as follows:

1. City may request County perform maintenance or repairs to City's streets or roads.
 - a. Request must be made to the Precinct 3 Commissioner.
 - b. If County is unable to perform the requested project, County will notify the City.
2. City must be specific about the location and type of work requested.
3. City shall allow a reasonable time for County to commence the project.
 - a. Generally fourteen (14) days will be considered a reasonable time to commence the project.
 - b. If County cannot commence the project within fourteen (14) days, County will notify City.
4. County shall submit an invoice for the cost of materials, equipment, and labor for each project.
 - a. Upon receipt of the invoice, City will promptly submit payment in full to County.
 - b. All materials used will be charged to the City at the County's cost.
 - c. Labor per employee will be billed at \$25.00 per regular hour and time and a half (\$37.50) for overtime hours.
 - d. Equipment used will be billed according to the schedule in Exhibit "A". Fees are based upon FEMA rules.

- e. If equipment will be required which is not included in Exhibit "A", County and City will agree in writing to the amount to be charged.
- f. Exhibit "A" is subject to annual review.
- 5. This Agreement shall commence on execution by both parties and shall be and remain in full force and effect for one (1) year thereafter; this Agreement shall automatically renew annually thereafter, unless terminated by either party, as contained herein.
- 6. Either party may terminate this Agreement at any time, without cause, by giving notice to the other party at least sixty (60) days prior to the termination date.
- 7. Each party hereunder shall assume responsibility for its own actions and those of its officers, officials, employees and agents, and for its own defense should any claim be presented or suit filed against it arising from or related to any services provided hereunder.
- 8. Nothing in this agreement shall be construed to create an employer/employee relationship between the parties. Employees of a party remain exclusively under the direction and control of that party.

EXECUTED this _____ day of _____, 2025

WALKER COUNTY, TEXAS

CITY OF RIVERSIDE

County Judge

Mayor

Commissioner Pct. 1

ATTEST:

Commissioner Pct. 2

Secretary

Commissioner Pct. 3

Commissioner Pct. 4

ATTEST:

County Clerk

UNCLAIMED PROPERTY CAPITAL CREDITS FOR COUNTIES

How to request capital credits

The county judge and/or commissioners court must complete and submit the **form below**.

- The form must be signed by a representative of the commissioners court or the county judge.
- The form must include the complete name, address and federal tax identification number of the commissioners court.
Funds will be paid directly to the court.

COUNTY REQUEST FOR CAPITAL CREDITS

County Name Walker County County FEIN 74-6001432
Authorized by ☐ Judge ☒ Commissioners Court
Name of County Judge Colt Christian Approved Date 5/5/2025

SEND THE REQUESTED FUNDS TO:

Address 1100 University Ave #204 City Huntsville State TX ZIP 77320

I acknowledge that the purpose of the funds complies with provisions of Texas Local Government Code Section 381.004.

Name (printed) Colt Christian Title County Judge
Signature [Signature] Date 5/5/2025
Email cchristian@co.walker.tx.us Phone 936-436-4910

Submit signed and completed form by either mail, email or fax by July 31, 2025.

Mail Texas Comptroller of Public Accounts
Unclaimed Property Division
Holder Education and Reporting section
P.O. Box 12019
Austin, Texas 78711-2019
Email up_holder@cpa.texas.gov
Fax 512-463-3569

FOR COMPTROLLER'S USE ONLY: We are authorized to release 60 % of the total amount available to your county. We will send a
\$ 4,367.26 payment to the address provided above. By requesting funds, you have certified that they will be used in compliance with the provisions of Texas Local Government Code Section 381.004.

Comptroller's Representative Irina Keenan Date 08/13/2025

This publication is intended as a general guide and not as a comprehensive resource on the subjects covered.

It is not a substitute for legal advice.

In compliance with the Americans with Disabilities Act, this document may be requested in alternative formats by calling 800-252-1382,
or by sending a fax to 512-475-0900.



Huntsville Walker County Chamber of Commerce
1327 11th St.
Huntsville, TX 77340
(936) 295-8113 | fax: (936) 295-0571
chamber@huntsvillewalkerchamber.com

Invoice

Invoice Date: 8/19/2025

Invoice Number: 139987

Account ID:

Walker Couty OEM
Brittany Wheeler

		Terms	Due Date
		Due on receipt	9/8/2025
Description	Quantity	Rate	Amount
Huntsville Leadership Institute Class 44	1	\$900.00	\$900.00
Subtotal:			\$900.00
Tax:			\$0.00
Total:			\$900.00
Payment/Credit Applied:			\$0.00
Balance:			\$900.00



Huntsville Walker County Chamber of Commerce
1327 11th St.
Huntsville, TX 77340
(936) 295-8113 | fax: (936) 295-0571
chamber@huntsvillewalkerchamber.com

Invoice

Invoice Date: 8/19/2025

Invoice Number: 139986

Account ID:

Waker County Judge Christian's Office
Shelly Beaird

		Terms	Due Date
		Due on receipt	9/8/2025
Description	Quantity	Rate	Amount
Huntsville Leadership Institute Class 44	1	\$900.00	\$900.00
Subtotal:			\$900.00
Tax:			\$0.00
Total:			\$900.00
Payment/Credit Applied:			\$0.00
Balance:			\$900.00

WALKER COUNTY PLAT APPLICATION

If any section is not applicable to the proposed development project please mark that section "NA"
All references to the Walker County Subdivision Regulations will be abbreviated WCSR in this document.

SECTION A - OWNER / APPLICANT INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Last Name Dykman	A2. Property Owner's First Name Jesse and Kristin	Application Number: P-2024-019
A3. Mailing Address: [REDACTED]		Date of Submission: 6-11-25
		Precinct Number: 2
City: [REDACTED]	State: [REDACTED]	ZIP Code: [REDACTED]
A4. Primary Telephone Number: [REDACTED]	A5. Alternate Phone Number:	
A6. Email Address: [REDACTED]	A7. Name of Lienholder (If no lienholder mark "None") Cadence Bank	
SECTION B - PROFESSIONAL SERVICES Owner shall provide the names of the Professional Engineer, Registered Professional Land Surveyor, and any Authorized Representative for the Plat Application. By including the information of an Authorized Representative on the application the Owner/Applicant agrees that this individual is given authority to sign for, submit, receive, and make any decisions related to the submitted application on behalf of the owner. In the case that the owner wishes to retract this authority, the Owner/Applicant shall submit this retraction in writing to the Planning and Development Office. If no Authorized Representative is named then all communications related to the project will be submitted to the Owner/Applicant. All correspondence, including but not limited to notices, approvals, disapprovals, and conditions are authorized to be sent to any listed Mailing Address or Electronic Mail account.		
B1. Name of Registered Professional Land Surveyor (R.P.L.S.) MICHAEL A. NAMKEN	B2. Phone Number of R.P.L.S. 936-661-3325	
B3. Email of R.P.L.S. mike@namkeninc.com	B4. Mailing Address of R.P.L.S. P.O. Box 1158 New Waverly, TX 77358	
B5. Name of Professional Engineer	B6. Phone Number of P.E.	
B7. Email of P.E.	B7. Mailing Address of P.E.	
B9. Name of Authorized Representative MICHAEL A. NAMKEN	B10. Phone Number of Authorized Representative. 936-661-3325	
B11. Email of Authorized Representative	B12. Mailing Address of Authorized Representative.	

SECTION C – PARENT TRACT PROPERTY INFORMATION				
Information for the tract or tracts of land that are the subject of the plat application				
C1. Is the property located within the city limits of Huntsville, New Waverly, or Riversdale? (Mark with "X")				Yes ☐ ☒ No
<i>If the answer to C1 is "Yes" then the applicant will need to apply to the City having jurisdiction.</i>				
C2. Is the property within two miles of the City of Huntsville? (Mark with "X")				Yes ☐ ☒ No
<i>If the answer to C2 is "Yes" then the applicant will need to submit any plat applications to the City of Huntsville.</i>				
C3. Is the property within 1/2 mile of the City of New Waverly? (Mark with "X")				Yes ☐ ☒ No
The Abstract, Tract #, and Survey Name are generally included in the property description on the deed, the Geographic Id # can be obtained from the Walker County Appraisal District, the Appraisal District Map or the most recent property tax statement issued for the property. If a property is in a platted subdivision Items B10 – B13 must be filled out using information from the property deed, if not in a platted subdivision mark these sections "NA"				
C4. Property Acreage	C5.. Appraisal Geographic ID #	C6. Survey Name	C7. Abstract #	
4.02 acres	61093 & 61094	J. LEMAN	327	
Section C8 – C11 are for Amending Plat and Replat Applications only.				
C8. Subdivision Name		C9. Lot #s	C10. Block #	C11. Section #
TEXAS GRAND RANCH		11 & 12		SECTION 1
C12. Deed Record Filing Information for Parent Tract (s) (WCDR and WCOPR are the record sets of the County Clerk - Mark the record set with an "X" if more than one tract please indicate multiple deeds.				
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
2024-103761		☒	Walker County Official Public Records (WCOPR)	
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
2025-106426		☒	Walker County Official Public Records (WCOPR)	
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
		☐	Walker County Official Public Records (WCOPR)	
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
		☐	Walker County Official Public Records (WCOPR)	
SECTION D – APPLICATION TYPE				
Please choose a single application type from the list below and mark with an "X".				
D1. _____ Plat Application (This application is required for all plat applications including improvements or including more than 4 lots)				
D2. <u> X </u> Minor Plat Application (This application is required for minor subdivisions with no proposed infrastructure and 4 or less lots.)				
D3. _____ Re-Plat / Amending Plat Application (This application is required to alter or amend a previously platted subdivision)				
D4. _____ Exception Application (This application is required in order to obtain approval for subdivisions excepted from the WCSR.)				
SECTION E - REQUEST FOR A GUIDANCE REVIEW				
The request for a guidance review is only allowable if an application is submitted incomplete. The guidance review is voluntary and must be requested by the owner/applicant below and authorized by the County. This review of the submitted documents prior to a complete application is outside the standard review timelines, however the applicant/ owner may proceed to submit a complete application without awaiting the results of this review. If at any time during the Guidance Review process a completed application is submitted then the Guidance Review will cease, and the incomplete results of the review will not be forwarded to the applicant. Any deficiencies or comments released as part of the guidance review are not to be considered as a final review, but are collected to assist the owner and owner's agents in their efforts to comply with the regulations.				
E1. The Developer/Owner does hereby voluntarily make a request for a "Guidance Review" of the application if the application is found to be incomplete.			☒	Yes, a review is requested
			☐	No, a review is not requested

SECTION F - SUBDIVISION APPLICATION DETAILS

(The # of Proposed Lots shall include any Reserve or Remainders Created by the Subdivision)

F1. Original Acreage	F2. Original # of Tracts	F3. # of Proposed Lots	F4. Proposed Name of Subdivision
2.010 & 2.010	2	1	LOT 11A (A REPLAT OF LOTS 11 & 12) BLOCK 1, SECTION 1, TEXAS GRAND RANCH

SECTION G - ENGINEERING AND PROPOSED IMPROVEMENTS

G1. Will the proposed subdivision utilize a public water system?	☐ Yes	☒ No
G2. Will the proposed subdivision utilize individual on-site sewage facilities?	☒ Yes	☐ No
G3. Will the proposed subdivision include the construction of road, drainage, or other improvements regulated by the WCSR?	☐ Yes	☒ No
G4. If the answer to G3 is "Yes" then what is the estimated cost of construction of all regulated improvements?		
G5. If the answer to G3 is "Yes" then what is the approximate length of all proposed roads in linear feet?		
G6. Will the proposed subdivision access from or across a Texas Department of Transportation system road?	☐ Yes	☒ No

SECTION H - CERTIFICATIONS AND ACKNOWLEDGEMENTS

I, the below signed individual, am the legal owner or legal representative of the owner of the property described in this application, and do hereby certify that the information contained in this application is a true and correct under penalty of law. The below signature further represents my understanding, agreement, and acceptance of the following items:

1. Authorization is hereby given to Walker County and its representatives to enter onto the private property described in the application for the purpose of inspection and regulation related to this application and the applicable regulations.
2. I have read and understand the requirements of the Walker County Subdivision Regulations, and understand it is my responsibility to comply with all the requirements therein.
3. The completion and acceptance of this application by Walker County in no way shall be construed as a guarantee that the proposed construction will be approved for installation. This application may be rejected as incomplete for 10 business days after the original submittal of the application at any point without any refund of the application fee. This includes that no refund shall be given for applications submitted incomplete or applications withdrawn. The applicant also recognizes that additional resubmittals, applications, or responses after the initial application may result in a fee increase to the original application fee, and that any increase in the fee must be paid when the additional submittal is submitted.
4. The completion and acceptance of this application is not an authorization to perform any activity. A final approval of the application and approval of the plat for filing must be made in writing prior to any subdivision of property or filing of any plat. I understand that any approvals made related to this application are made subject to the minimum requirements of the Walker County Subdivision Regulations.
5. If no direct variance is granted to the Walker County Subdivision Regulations or other State or Federal requirements then no approval under this application shall be construed to provide a waiver to compliance with those regulations and the Owner/Applicant is still fully responsible for compliance with said regulations.
6. The fee for the subdivision applications may be calculated based on variable factors including cost of construction, number of lots, length of road centerline, and the quantity of revisions, replacement applications, and responses. The initial calculated fee charged at the original submittal may increase during the application timeline if any of these variables change or are calculated in error. Any increase in the fee must be paid as part of any submittal of a revision, replacement, or response to an application.
7. I hereby release, indemnify, and hold harmless Walker County and its employees and agents for any and all claims, costs, or liabilities, expressly including alleged negligence, or for any damages to property or persons arising from the inspection, construction, development, design, or review related to this application or occurring under any permit issued in relation to this application. I understand that I and my agents are completely and wholly responsible for the design and construction of all necessary improvements to local, State, and Federal Standards.
8. I certify that all necessary permits from those Federal, State, or local government agencies (including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334 (Corps of Engineers), Texas Commission on Environmental Quality, Texas Historical Commission, United States Fish and Wildlife (Endangered Species), Texas Water Development Board, TXDOT, and City Approvals, etc.) have been obtained.

Signature

Date

Printed Name

THE STATE OF

COUNTY OF

Before me

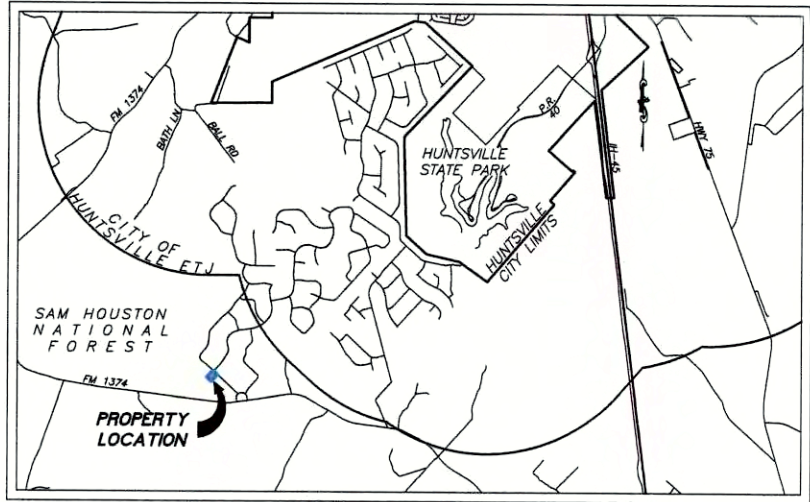
a notary public on this day personally

appeared

known to me (or proved to me) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for purposes and consideration there in expressed.

Given under my hand and seal of office this Day of , 2019.

Initials of Applicant



VICINITY MAP
NOT TO SCALE

LEGEND

- Found 1/2" Iron Rod with cap mkd. JONES & CARTER
- Found 1/2" Iron Rod
- Block Number
- Record Calls
- BL Build Line
- NTE Nature Trail Easement
- PUE Public Utility Easement
- WCOR Walker County Official Public Records
- WCOR Walker County Official Records
- WCOR Walker County Plat Records

GENERAL NOTES

- The purpose of this replat is to create Lot 11A out of Lots 11 and 12, Block 1, Section 1, Texas Grand Ranch Plat recorded in Vol. 6, pg. 34, WCPR.
 - Bearings, Distances, Coordinates, Elevations and Acres hereon are referenced to the Texas State Plane Coordinate System, Central Zone, NAD 83 (2011), NAVD 88 (GEOID 18) and based upon N.G.S. OPUS post-processing and GPS Observations. Distances are U.S. Survey Feet (Grid) and may be converted to geodetic horizontal (surface) by dividing by a Combined Scale factor of 0.99988.
 - Based on the graphic location of the available GIS data from the Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov/portal/search>) superimposed upon the subject tract, and based on the FEMA Flood Insurance Rate Maps, revised 16 August 2011, Walker County #481042, Map No. 4847100500D, Panel 0500D, this property is located within Flood Hazard Zone "X" OTHER AREAS (areas determined to be outside the 0.2% annual chance floodplain). This statement does not imply that any portion of the subject tract is free of potential flood hazard; localized flooding can occur due to natural and/or man-made influences. This flood statement shall create no liability on the part of Namken, Inc. or the undersigned.
 - Monuments shown hereon as found are controlling monuments, unless noted as reference only.
 - This survey was completed without an Abstract of Title. There may be additional easements and other matters not shown hereon.
- COUNTY NOTES** (Walker County Subdivision Regulations, Effective: 5/5/2025.)
- (C3) It is the responsibility of the Owner, not the County, to assure compliance with the provisions of all applicable state, federal and local laws and regulations relating to the platting and development of this property.
— AND
The County assumes no responsibility for the accuracy of representations by other parties in this plat. Floodplain data, in particular, may change. It is further understood that the Owner(s) of the tract of land covered by this plat, its successors and/or assigns, or a designated property owner's association must install and maintain at their own expense all roads, storm-water management controls, traffic control devices, and signage that may be required until such time, if any, said infrastructure in the subdivision have been accepted for public maintenance.
 - (C7) Cluster and individual mailboxes, if allowed, shall be set three feet from the edge of the pavement or behind curbs, when used. All mailboxes within County arterial right-of-way shall meet the current TxDOT standards. Any mailbox that interferes with or negatively affects the maintenance or use of the roads or drainage system may be removed by Walker County.
 - (C9) No structure or land within this plat shall hereafter be developed without first obtaining a Development Permit from the Walker County Floodplain Administrator unless the proposed development is exempt or excepted from the Walker County Floodplain Development Regulations.
— AND
The minimum lowest finished floor elevation shall be in compliance with the local floodplain regulations and the finished floor elevation noted on the plat, whichever elevation is higher.
 - (C10) All owners of lots within the subdivision shall have the responsibility of complying with the Walker County Subdivision Regulations' policies on drainage runoff due to the development of impervious areas created through the development of the lot for residential, commercial, or recreational use. It is the responsibility of lot owners to comply with any regulations or limitations noted, and permits issued by Walker County for development do not act as a waiver or variance of the lot owner's responsibility to provide for excess runoff and drainage created by the permitted development. If detention of water is necessary in order to comply with the local, state, or federal regulations including but not limited to the Walker County Subdivision Regulations then the owner may be able to accomplish compliance with said policies through creating detention on a single lot, multiple lots, or the entire subdivision depending on the circumstances involved and depending on the owner's ability to obtain the cooperation of other owners in the subdivision. A copy of an agreement between owners to create detention shall be submitted to Walker County and filed in the public records becoming a restriction on future owners, heirs, and assigns.
— AND
All lots within the subdivision and the owners thereof must continue to accept all existing drainage flows and drainage structures in place at the time of development that are a part of or necessary to the existing or designed roads infrastructure or the existing or designed system of drainage, in addition to all natural flows of water entering onto or crossing the property. All drainage easements shown hereon shall be kept clear of fences, buildings, plantings, and other obstructions to the operation and maintenance of the drainage facilities.
 - (C11) Utilities shall be installed within a dedicated utility easement. Utilities are not permitted within drainage easements, unless specifically excepted by the subdivision regulations.
 - (C12) Quadvest, LP, an approved public water supply system, has an adequate quantity to supply the subdivision, and provisions have been made to provide service to each lot within this subdivision.
 - (Sect. 5.1b) This replat does not seek to change or amend any existing Deed Restrictions.

APPROVAL OF COMMISSIONERS COURT (C4)

STATE OF TEXAS §
COUNTY OF WALKER §

The Commissioners Court of Walker County, Texas, does hereby certify that this map or plat, for a subdivision having been fully presented to the Commissioners Court of Walker County, Texas, and by the said Court duly considered, was on this day approved and that this plat is authorized to be registered and recorded in the proper records of the County Clerk of Walker County, Texas. This certification is based upon the representations of the developer/developer's agent, engineer, surveyor, and/or surveyor whose seal(s) and/or signature(s) are affixed hereto. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. Walker County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in this plat and the documents associated with it.

DATED this _____ day of _____, 20____.

Colt Christian
County Judge

Danny Kuykendall
Commissioner, Precinct 1

Bill Daugette
Commissioner, Precinct 3

Ronnie White
Commissioner, Precinct 2

Brandon Decker
Commissioner, Precinct 4

REPLAT OF

LOT 11A
(A REPLAT OF LOTS 11 & 12)
BLOCK 1, SECTION 1
TEXAS GRAND RANCH
JAMES LEMAN SURVEY, A-327
WALKER COUNTY, TEXAS

SURVEYED MAY 27, 2025

0 100 200
1" INCH = 100 FEET

NAMKEN, INC.
P.O. Box 1158, New Waverly, Tx 77358
TBPLS Firm No. 1019-090
936-661-3325

Job No. 25-067

SHEET 1 OF 1

CERTIFICATION BY THE COUNTY CLERK (C5)

STATE OF TEXAS §
COUNTY OF WALKER §

I, Kari A. French, County Clerk of Walker County, do hereby certify that this plat with its certificate of authentication was filed for record in my office

the _____ day of _____, 20____.

in Volume _____ Page _____ of the Plat Records of Walker County, Texas.

For tax purposes, this plat complies with Section 12.002 of the Property Code.

Clerk County
Walker County, Texas

By: _____, Deputy Clerk

OWNER'S ACKNOWLEDGEMENT AND DEDICATION (C1)

STATE OF TEXAS §
COUNTY OF WALKER §

We, Jesse and Kristin Dykman, co-owners of the certain tract of land shown hereon and described under Instrument Numbers 2024-103761 and 2025-106426 of the Official Records of Walker County, Texas, and do hereby amend said tract as shown hereon, and do hereby consent to all plat note requirements shown hereon, and do hereby forever dedicate to the public the roads, alleys, rights-of-way, easements and public places shown hereon for such public purposes as Walker County may deem appropriate and do hereby state that all public roadways and easements as shown on this plat are free of liens or this dedication is approved by a lienholder. This subdivision is to be known as LOT 11A, (A REPLAT OF LOTS 11 & 12), BLOCK 1, SECTION 1, TEXAS GRAND RANCH.

TO CERTIFY WHICH, WITNESS by my hand this _____ day of _____, 20____.

Jesse Dykman
5718 Overton Park Drive
Katy, TX 77450-7065

Kristin Dykman
5718 Overton Park Drive
Katy, TX 77450-7065

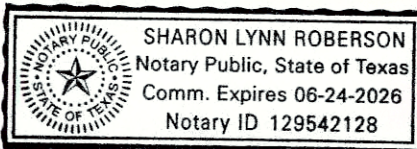
NOTARY PUBLIC ACKNOWLEDGEMENT

STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me

Dated this _____ day of _____, 20____ by
Jesse Dykman.

Notary Public for the State of Texas



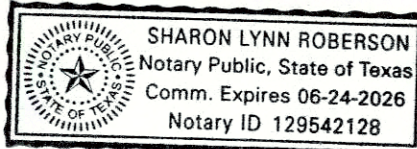
NOTARY PUBLIC ACKNOWLEDGEMENT

STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me

Dated this _____ day of _____, 20____ by
Kristin Dykman.

Notary Public for the State of Texas



LIENHOLDER ACKNOWLEDGEMENT AND SUBORDINATION STATEMENT

I (or we), Cadence Bank, owner(s) and holder of a lien against the property described as Lots 11 & 12, Block 1, Section 1, Texas Grand Ranch, said Property recorded in Instruments 2024-103761 and 2025-106426, Official Records of Walker County, Texas, said lien being evidenced by Instruments 2024-103762 and 2025-106427, of the Official Records of Walker County, Texas, do hereby in all things subordinate to said plat said lien, and I (we) hereby confirm that I am (we are) the present owner(s) of said lien and have not assigned the same nor any part thereof.

By: _____

Title: _____

NOTARY PUBLIC ACKNOWLEDGEMENT

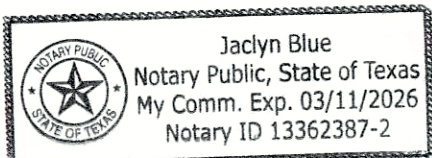
STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me

Dated this _____ day of _____, 20____

by _____

Notary Public for State of Texas



CERTIFICATION BY THE SURVEYOR

I, Michael A. Namken, the below signed Texas Registered Professional Land Surveyor, certify that this plat represents a survey made on the ground under my supervision and that all corners and monuments are as shown hereon. This plat was prepared with the benefit of a current title report, and all existing easements and encumbrances related to said report area shown. Further, I certify this plat has been prepared in accordance with the Subdivision Regulations of Walker County.

Michael A. Namken
Registered Professional Land Surveyor No. 6533



**AFFIDAVIT OF EXCEPTION
FROM
WALKER COUNTY LAND PLATTING REQUIREMENTS**

Grantor: Melancon McCumber 1, LLC

Grantee: Public

Subject Tract: Volume 1154 Page 573 WCOPR

Description of Subject Tract: : 100.00 acres of land, situated in the Manuel Herrera Survey, Abstract 25, and the J.J. Sanchez Survey, Abstract 46, Walker County, Texas, and being a part of those certain lands described under Parcel One in a Deed from Rayonier Forest Resources, LP to TerraPointe, LLC recorded in Volume 1006, Page 600, Official Records of Walker County, Texas, and further being a part of that certain 1725.20 acre tract described as Tract 136 in a Deed to Rayonier Forest Resources, LP recorded in Volume 847, Page 47, Official Records of Walker County, Texas.

The claim for an exception to the Walker County Subdivision Policy is based upon the following criteria:

This exception is being granted in order that a called tract of 52.43 acres (Tract 1) and a called tract of 47.54 acres (Tract 2) as shown on the attached Exhibit "A" might be divided out of the called 100.00 acre subject tract as described above.

This Exception does not attempt to amend or remove any covenants or restrictions.

****NOTE:** This exception is based on section A2 of the Walker County Subdivision Regulations (W.C.S.R.) (Exceptions by Law), Section A2.2, which reads, " In accordance with Section 232.0015, Texas Local Government Code, as amended, the filing of a plat is not required when the Owner does not lay out a part of the tract as described by Texas Local Government Code 232.001 (a) (3), and when the subdivision meets one of the requirements listed (A2.2.1 – A2.2.8). In compliance with 232 Texas Local Government Code and the Walker County Subdivision Regulations (W.C.S.R.), all daughter tracts for any exception must meet the minimum frontage requirements as required by the W.C.S.R., not be part of a previously platted subdivision, and all exceptions must apply for and file an approved Affidavit of Exception.

The applicant hereby claims that this development is subject to Section A2.2.1 which reads, "All daughter tracts are greater than ten (10) acres. [LGC § 232.0015 (f)] If any daughter tract will be less than ten acres in area, the subdivider must plat the entire subdivision (including any tracts that do have ten acres or more).

CONDITIONS: The above referenced subject tract is excepted to the Walker County Subdivision Regulations only so long as no divisions are made which might bring the tract into non-compliance with the Walker County Subdivision Regulations as written.
In order for this exception to be valid all tracts shall have a minimum of 125 feet of frontage unless the tract/lot complies with the applicable standard for flag or cul-de-sac lots as per Walker County Subdivision Regulations.

PUBLIC EASEMENTS

Any public easements and rights of way denoted on this survey are dedicated to the use of the public forever. Any public utility, including the Walker County, shall have the right always of ingress and egress to and from and upon these easements for construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or parts of its respective systems without the necessity at any time of getting the permission of the property owner. Any public utility including the Walker County shall have the right to move and keep moved all or part of any building, fences, trees, shrubs, other growths or improvements that in anyway endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on this plat. Neither the County of Walker nor any public utility shall be responsible for replacing or reimbursing the property owner due to removal or relocation of any obstructions in the public easements.

OWNER'S ACKNOWLEDGMENT AND DEDICATION

STATE OF TEXAS §
COUNTY OF WALKER §
KNOW ALL MEN BY THESE PRESENTS:

I, Jeremy Melancon of Melancon McCumber 1, LLC, Owner of the certain tract of land shown hereon and described in a deed recorded in Volume 1154, Page 573 of the Official Records of Walker County, Texas, and do hereby subdivide said tract as shown hereon, and do hereby consent to all plat note requirements shown hereon, and do hereby forever dedicate to the public the roads, alleys, rights-of-way, easements and public places shown hereon for such public purposes as Walker County may deem appropriate and do hereby state that all public roadways and easements as shown on this plat are free of liens or this dedication is approved by a lienholder.

VARIANCES

A variance to Section 11.1 of the Walker County Subdivision Regulations regarding minimum frontage requirements was granted on 6/16/2025 in order to utilize less than a 50' staff.

This document, setting out the detailed basis for claiming exemption from platting requirements, subject to penalties of perjury is hereby executed by the property owner or owners of said tract of land.

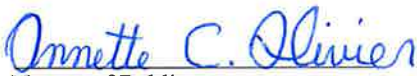


Jeremy Melancon
Melancon McCumber 1, LLC

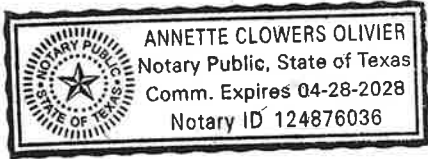
THE STATE OF TEXAS §
COUNTY OF WALKER §

Before me Annette C. Olivier a notary public on this day personally appeared Jeremy Melancon, known to me (or proved to me) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for purposes and consideration there in expressed.

Given under my hand and seal of officer this 14th Day of August, 2025.



Notary of Public



STATE OF TEXAS §
COUNTY OF WALKER §

The Commissioners Court of Walker County, Texas, does hereby certify that this map or plat, with field notes hereon, for a subdivision having been fully presented to the Commissioners Court of Walker County, Texas, and by the said Court duly considered, was on this day approved and that this plat is authorized to be registered and recorded in the proper records of the County Clerk of Walker County, Texas.
This certification is based upon the representations of the developer/developer’s agent, engineer, sanitarian, and/or surveyor whose seal(s) and/or signatures are affixed hereto. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. Walker County disclaims any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in this plat and the documents associated with it.

COLT CHRISTIAN, County Judge

DANNY KUYKENDALL., Comm. Prec. 1

RONNIE WHITE, Comm. Prec. 2

BILL DAUGETTE, Comm. Prec. 3

BRANDON DECKER, Comm. Prec. 4

Michael Dierich, Sr., et al
Call 290.00 ac.
V. 1150, p. 205 WCOPR

Larry Deese, Jr. et al
Call 12.50 ac.
V. 1236, p. 339, WCOPR

Jackpot Downs, LLC
Call 18.73 ac.
Inst. 57537, WCOPR

Jackpot Downs, LLC
Call 32.897 ac
Inst. *57541, WCOPR

Ch- S 60°50'06"E- 46.99
L- 46.98
R- 187017

Ch- S 59°23'06"E- 47.71
L- 47.71
R- 187017

Michael Adam Woods, et al
Call 60.0 ac
V. 1154, p. 672, WCOPR

LINE TABLE EASEMENT 'B'		
LINE	BEARING	DISTANCE
L-1	S 0°45'00" E	63.81
L-2	S 11°01'15" W	105.47
L-3	S 47°10'54" W	105.92
L-4	S 53°29'23" W	59.41
L-5	S 47°46'55" W	168.18
L-6	S 40°25'24" W	285.51
L-7	S 43°42'00" W	156.65
L-8	S 25°10'25" W	96.68
L-9	S 22°45'55" E	76.27
L-10	S 22°10'50" E	69.59
L-11	S 11°24'26" E	57.65
L-12	S 08°15'33" E	180.12
L-13	S 00°29'01" W	67.36
L-14	S 13°15'41" W	53.40
L-15	S 37°57'23" W	55.20
L-16	S 63°05'31" W	77.53
L-17	S 84°17'00" W	67.84
L-18	N 66°53'33" W	110.35

NOTES:

- Coordinates, bearings, distances and areas surveyed hereon are Grid NAD 83 (1993), Texas Central Zone as determined by Global Positioning System (GPS) with NGS OPUS post processing. Distances hereon may be converted to Geodetic Horizontal (surface) by dividing by a Combined Scale Factor of 0.999988.
- Unless otherwise noted plastic caps referenced hereon are 1-3/4" diameter, yellow in color and stamped "H.E. McAdams, R.P.L.S. No. 2005".
- This property is within Zone X, "areas determined to be outside the 0.2% annual chance floodplain", according to FEMA Flood Insurance Rate Map, Community-Panel No. 481042 0200D and Map No. 48471C0200D dated August 16, 2011.
- Corners along center rock driveway and Easement "B" are not monumented, calculated points only.
- This survey was completed without an Abstract of Title. There may be easements and other matters not shown.

Exhibit 'A'

Michael A. Woods
Call 20.56 ac
V. 1274, p. 539, WCOPR

I, Harold E. McAdams, do hereby state that this plat represents a survey made on the ground and that all corners and monuments are as shown hereon.

Signed *H. E. McAdams*
Harold E. McAdams
Reg. Prof. Land Surveyor No. 2005
October 8, 2024



Michael A. Woods
Call 19.94 ac.
Inst. 47145

Melancon
Call 100.00 Ac.
McCumber 1, LLC
V. 1154, p. 573 WCOPR

PLAT OF SURVEY AND DIVISION OF
MELANCON MCCUMBER 1, L.L.C.
99.97 ACRE TRACT
J.J. SANCHEZ LEAGUE, A-46
MANUEL HERRERA LEAGUE, A-25
WALKER COUNTY, TEXAS

SEPTEMBER 2024

SCALE: 1" = 200 FEET
H.E. MCADAMS & SON SURVEYING, INC.
Registered Professional Land Surveyors
P.O. Box 3042, Nashville, Texas 77558
TOLLS Form No. 10/54425

2405-2

H.E. McADAMS & SON SURVEYING, INC.
Registered Professional Land Surveyors
P.O. Box 5047, Huntsville, Texas 77342
TBPELS Firm No. 10194425

THE STATE OF TEXAS §

COUNTY OF WALKER §

TRACT 1A: 52.43 ACRES

I, Harold E. McAdams, Registered Professional Land Surveyor No. 2005, do hereby state that the following field notes represent a survey made on the ground of the following described tract or parcel of land located in Walker County, Texas. Coordinates, bearings, distances and areas herein are Grid NAD 83 (1993), Texas Central Zone as determined by N.G.S. OPUS post-processing and G.P.S. observations. Distances herein may be converted to "Geodetic Horizontal" (surface) by dividing by a combined scale factor of 0.99988.

Being 52.43 acres of land, situated in the J.J. SANCHEZ LEAGUE, Abstract No. 46 and the MANUEL HERRERA LEAGUE, Abstract No. 25, Walker County, Texas, and being out of and a part of a called 100.0 acre tract described in a Deed from Terrapointe, LLC to Melancon McCumber 1, LLC dated January 13, 2015 and recorded in Volume 1154, page 573, Official Public Records of Walker County, Texas, said 52.43 acres being more definitely described as follows:

BEGINNING at the most westerly southwest corner of said Melancon McCumber 100.0 acres and the southeast corner of a called 280.00 acre tract, in said HERRERA LEAGUE, described in a Deed from Terrapointe, LLC to Michael Roy Dietrich, Sr., et al dated December 8, 2014 and recorded in Volume 1150, page 205, Official Public Records, in the north line of a called east one-half of 21.195 acre tract, in said HERRERA LEAGUE, described as SECOND TRACT in a Deed from Adair Reynaud Sullivan to Sullivan Partners, Ltd. dated December 31, 1996 and recorded in Volume 304, page 861, Official Public Records, found a 1/2" iron rod having coordinates of N= 10,265,641.54 feet and E= 3,729,698.72 feet for corner;

THENCE N 02°24'38"W, with the most southerly west line of said Melancon McCumber 100.0 acres and the east line of said Dietrich 280.00 acre tract, a distance of 2200.94 feet to the most westerly northwest corner of said 100.0 acres and the southwest corner of a called 12.50 acre tract, in said HERRERA and SANCHEZ LEAGUES, described in a Deed from Terrapointe, LLC to Larry Wain Deese, Jr., et al dated August 15, 2016 and recorded in Volume 1236, page 339, Official Public Records, found a 1/2" iron rod for corner;

THENCE N 87°35'40"E, with the common boundary of said Melancon McCumber 100.0 acres and Deese 12.50 acre tract, at 662.81 feet found a 1/2" iron rod with plastic cap stamped "S. Adams 3666" for the southeast corner of said 12.50 acres and the southwest corner of a called 18.73 acre tract, in said SANCHEZ LEAGUE, described in a Deed from Quest Trust Company FBO John S. Filla IRA#14537-31 FLA Quest IRA, Inc., FBO IRA #14517-31 to Jackpot Downs, LLC dated May 28, 2020 and recorded in Instrument No. 57537, Official Public Records, continuing with the common boundary of said Melancon McCumber and Jackpot Downs tracts, a total distance of 1816.68 feet to their common corner, found a 1/2" iron rod corner;

THENCE N 02°24'44"W, with common boundary of said Melancon McCumber 100.00 acre and Jackpot Downs 32.897 acre tracts, a distance of 1981.05 feet to their common corner in southwest right-of-way line of State Farm-to-Market Road No. 1696 and a curve to the right, set a 5/8" iron rod with plastic cap for corner;

THENCE southeasterly with the northeast line of said Melancon McCumber 100.00 acres and the southwest right-of-way line of F.M. 1696 along said curve to the right having a radius of 1870.17 feet and a chord bearing-distance of S 60°50'06"E- 46.95, for an arc distance of 46.95 feet to the northeast corner of the 52.43 acre tract herein described, a point for corner;

THENCE S 02°24'44"E, forty feet (40 ft.) from and parallel with the most northerly west line of said Melancon McCumber 100.00 acres, a distance of 1996.47 feet to the most easterly southeast corner of the 52.43 acres herein described, a point for corner;

Exhibit 'A'

THENCE S 87°35'40"W, remaining forty feet (40 ft.) from and parallel with the north line of said Melancon McCumber 100.00 acres, a distance of 695.89 feet to an interior corner of the 52.43 acres herein described, a point for corner;

THENCE southerly and westerly, across a portion of said Melancon McCumber 100.0 acres as follows:

1. S 02°30'00"E- 1247.82 feet to a 5/8" iron rod with plastic cap set for corner;
2. S 87°30'00"W- 419.66 feet to a 5/8" iron rod with plastic cap set for corner; and
3. S 02°30'00"E- 931.46 feet to the most easterly south line of said 100.0 acres and the north line of a called 107.732 acre tract, in said SANCHEZ LEAGUE, described in a Deed from Janet M. Duhon to Janet M. Duhon dated October 3, 2022 and recorded in in Instrument No. 84211, Official Public Records, set a 5/8" iron rod with plastic cap for the most southerly southeast corner of the 52.43 acre tract herein described;

THENCE S 87°35'24"W, with the most easterly south line of said Melancon McCumber 100.0 acres and a north line of said Duhon 107.732 acre tract, a distance of 136.96 feet to their common corner in the east line of said Sullivan Partners, Ltd. tract, found a 1/2" iron rod with 1" diameter orange plastic cap stamped "H.E. McAdams RPLS 2005" for corner;

THENCE N 02°13'46"W, common boundary of said Melancon McCumber 100.0 acre and Sullivan Partners 21.195 acre tracts, a distance of 21.46 feet to their common corner in the common boundary of said SANCHEZ and HERRERA LEAGUES, found a 1/2" iron rod for corner;

THENCE S 87°20'05"W, with the most westerly south line of said Melancon McCumber 100.0 acres and a north line of said Sullivan Partners 21.195 acre tract, a distance of 306.63 feet to an angle point in their common boundary, found a 1/2" iron rod for corner;

THENCE S 87°23'55"W, continuing with the common boundary of said Melancon McCumber and Sullivan Partners, a distance of 301.02 feet to the **POINT OF BEGINNING** and containing 52.43 acres of land.

NOTE:

Plastic caps referenced herein are 1-3/4" diameter, yellow in color and stamped "H.E. McAdams R.P.L.S. No. 2005".

Surveyed: October 8, 2024.

Signed

Harold E. McAdams

Reg. Prof. Land Surveyor No. 2005



P:\Jobs24\24051\24051 Tr1A-fns.doc

Exhibit 'A'

H.E. McADAMS & SON SURVEYING, INC.
Registered Professional Land Surveyors
P.O. Box 5047, Huntsville, Texas 77342
TBPELS Firm No. 10194425

THE STATE OF TEXAS §

COUNTY OF WALKER §

TRACT 2A: 47.54 ACRES

I, Harold E. McAdams, Registered Professional Land Surveyor No. 2005, do hereby state that the following field notes represent a survey made on the ground of the following described tract or parcel of land located in Walker County, Texas. Coordinates, bearings, distances and areas herein are Grid NAD 83 (1993), Texas Central Zone as determined by N.G.S. OPUS post-processing and G.P.S. observations. Distances herein may be converted to "Geodetic Horizontal" (surface) by dividing by a combined scale factor of 0.99988.

Being 47.54 acres of land, situated in the J.J. SANCHEZ LEAGUE, Abstract No. 46, Walker County, Texas, and being out of and a part of a called 100.0 acre tract described in a Deed from Terrapointe, LLC to Melancon McCumber 1, LLC dated January 13, 2015 and recorded in Volume 1154, page 573, Official Public Records of Walker County, Texas, said 47.54 acres being more definitely described as follows:

BEGINNING at the southeast corner of said Melancon McCumber 100.0 acres and the southwest corner of a called 19.94 acre tract described in a Deed from WN Enterprises to Michael A. Woods dated May 6, 2019 and recorded in Instrument No. 47145, Official Public Records in the north line of a called 21.282 acre tract described in a Deed from Jeremy Melancon to Markay Carmeans dated May 23, 2022 and recorded in Instrument No. 80253, Official Public Records, found a 1/2" iron rod with a 1" diameter orange plastic cap stamped "McAdams RPLS 2005" having coordinates of N= 10,265,702.22 feet and E= 3,731,594.51 feet for corner;

THENCE S 87°35'24"W, with the most easterly south line of said Melancon McCumber 100.0 acres and the north line of said Carmeans 21.282 acre tract, at 80.03 feet found a 1/2" iron rod with plastic cap stamped "TPS" for the northwest corner of said 21.282 acres and the northeast corner of a called 107.732 acre tract described in a Deed from Janet M. Duhon to Janet M. Duhon dated October 3, 2022 and recorded in Instrument No. 84211, Official Public Records, continuing with the common boundary of said 100.00 acre and 107.732 acre tracts, a total distance of 1152.14 feet to the southwest corner of the 47.54 acre tract herein described, set a 5/8" iron rod with plastic cap for corner;

THENCE northerly and easterly, within said Melancon McCumber 100.0 acres as follows:

1. N 02°30'00"W- 931.46 feet to a 5/8" iron rod with plastic cap set for corner;
2. N 87°30'00"E- 419.66 feet to a 5/8" iron rod with plastic cap set for corner; and
3. N 02°30'00"W- 1247.82 feet to the most westerly northwest corner of the 47.54 acres

herein described, a point for corner forty feet (40 ft.) from and perpendicular to the north line of said Melancon McCumber 100.0 acres;

THENCE N 87°35'40"E, forty feet (40 ft.) from and parallel with the north line of said Melancon McCumber 100.00 acres, a distance of 695.89 feet to an interior corner of the 47.54 acres herein described, a point for corner;

THENCE N 02°24'44"W, remaining forty feet (40 ft.) from and parallel with the most northerly west line of said Melancon McCumber 100.00 acres, a distance of 1996.47 feet to the most easterly northwest corner of the 47.54 acres herein described I, the common boundary of said 100.00 acres and FM 1696 and in a curve to the right, a point for corner;

THENCE southeasterly with the northeast line of said Melancon McCumber 100.00 acres and the southwest right-of-way line of F.M. 1696 along said curve to the right having a radius of 1870.17 feet and a chord bearing-distance of S 59°23'06"E- 47.71, for an arc distance of 47.71 feet to the northeast corner of said 100.00 acres and the northwest corner of a called 60.0 acre tract described in a Deed from Terrapoint, LLC to Michael Adam Woods, et al dated January 15, 2015 and recorded in Volume 1154, page 672, Official Public Records, set a 5/8" iron rod with plastic cap for corner;

Exhibit A

THENCE S 02°24'40"E, with the east line of said Melancon McCumber 100.00 acre and the west line of said Woods 60.0 acre tracts, at 2873.72 feet found a 1/2" iron rod for the southwest corner of said Woods 60.0 acres and the northwest corner of a called 20.56 acre tract described in a Deed from WN Enterprises to Michael A. Woods dated May 22, 2017 and recorded in Volume 1274, page 539, Official Public Records, at 3401.53 feet found a 5/8" iron rod with 2-1/4" square blue plastic cap stamped "Namken RPLS 6533" for the southwest corner of said 20.56 acres and the northwest corner of said Woods 19.94 acre tract recorded in Instrument No. 47145, Official Public Records, continuing with said line, a total distance of 4150.35 feet to the **POINT OF BEGINNING** and containing 47.54 acres of land.

NOTE:
Plastic caps referenced herein are 1-3/4" diameter, yellow in color and stamped "H.E. McAdams R.P.L.S. No. 2005".

Surveyed: October 8, 2024.

Signed H. E. McAdams
Harold E. McAdams
Reg. Prof. Land Surveyor No. 2005



P:\Jobs24\24051\24051 Tr2e-fns.doc

Exhibit 'A'

Request to Extend Permit Application

I, Michael Namken, authorized agent for Republic Grand Ranch, LLC, would like to request an extension on the permit application (Permit # 2022-0131) for Republic Grand Ranch Section 13 (Re-plat of Lot(s) 2-4 and Reserve F of Deer Forest Subdivision) for a period of (12) months.



Michael Namken

Authorized Agent



Walker County
Planning and Development
ATTN: Annette C. Olivier
1313 University Avenue
Huntsville, Texas 77340

August 1, 2025

RE: Right of Way Telecom Permit Application – Variance Request
Frontier Project #5375044 (SR-744764)
[REDACTED] JONES RD, NEW WAVERLY, TX 77358

On behalf of Frontier, Pearce Services is requesting **variance approval** for the plans associated with the above-referenced project along Jones Rd in New Waverly, TX.

Currently, the two (2) bore profiles show the ground elevation at 0' and do not include detailed topography or survey data. It is common practice to designate the ground surface at the location of boring as the zero-foot mark for depth measurements. By setting the ground level as 0, all subsequent depth measurements within the bore log are referenced from this easily identifiable point. Furthermore, when multiple boreholes are conducted on a site, setting each ground surface at 0 allows for easier comparison of the depths at which different soil layers or groundwater are encountered, even if the actual ground elevation varies slightly across the site. Lastly, 98% of the footage in this proposed placement will be installed via plowing, not boring.

We are requesting this project and plans be approved by the Commissioner's Court of Walker County as-is – with the ground elevation denoted at 0'. If you need any further information, please let me know.

Thank you,

Katie Kyle

Katie Kyle – Authorized Agent on behalf of Frontier
Permitting Manager
Pearce Services
[REDACTED]
[REDACTED]



VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Name Waxhaw Premier Properties, LLC.		Application Number: P-2021-028
A2. Property Owner's Street Address [REDACTED]		Date of Submittal: 8-12-25
City [REDACTED]	State [REDACTED]	ZIP Code [REDACTED]
A3. Property Owner's Email Address [REDACTED]	A4. Property Owner's Telephone Number [REDACTED]	
A5. Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) Royal Pines Subdivision- Part of the E. C. Allender Survey, A-63; the Charles Bowman Survey, A-91 and the John Roark Survey, A-39, Walker County, Texas Volume 7, Page 115 of the Map and Plat Records of the County Clerk of Walker County, Texas		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT		
(For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1. Survey and Abstract Part of the E. C. Allender Survey, A-63; the Charles Bowman Survey, A-91 and the John Roark Survey, A-39	B2. Tax ID Number(s) of Parent Tract N/A Roark Survey	B3. Deed Volume/Page Volume 7, Page 115
B4. Existing or Proposed Name of Subdivision Royal Pines	B5. Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) No	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS		
Please list any supporting documents or submittals included with the variance request as attachments.		
None	Description of Attachment(s)	Exhibit #
C.1		
C.2		
C.3		
C.4		

SECTION D –VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

- D.1 A Variance is requested to Section(s) 6.4 of the Subdivision Regulations of Walker County, Texas as follows:

The county requires a performance bond to guarentee all improvements are completed. Waxhaw Premeier Properties, LLC. Request the return of the existing performance bond replaced by a maintenance bond as all improvements have been completed and the developer is fine tuning the ditches as eceptional rain events have delayed completion.

SECTION E – APPLICANT’S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

- E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes X No _____

If “Yes” the request should be accompanied by an engineer’s opinion and justification for the variance.

- E.2 Please explain the cause or reason the variance is being requested (attach additional pages as “Exhibit E.2”):

Only minor corrections needed to be completed in order to be released by the county.

The maintenance bond exceeds the amount needed to guarentee its completion.

The amount the developer is paying in bond fees for the full amount is excessive and financially ownerous.

- E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes X No _____

If yes please explain below:

The cost of the full bond is excessive and applicant request a reduction in the bond amou to 10% of the original bond amount of \$3,312,890 to \$331,289.

- E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted?

Yes _____ No X Please list the additional measures below.

SECTION F –VARIANCE(S) GRANTED

F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS:

F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE:

SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS

NOTICE

ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.

WARNING

THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS.

DISCLAIMER

THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE NOT LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT.

I, Loren Dickey, do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them.

Signature of Owner/Applicant

Loren Dickey

Date

8/13/25

SECTION H – ACTION ON VARIANCE BY COMMISSIONER'S COURT

After careful consideration of the reason(s) for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance.

Commissioner's Court Signature

Printed Name

Date

Signature of Owner/Applicant acknowledging conditions after court action.

Date

8/8/25

I, Billie Annette Aleman,

would like to request a waiver of the 200⁰⁰ variance fee regarding the 1.5 acres out of Lot 16-B in Buckthorn Acres Subdivision.

We purchased this lot not knowing the lot should have been replatted since the ~~1990's~~ 1990^s by previous owners.

Thank You,



Billie Annette Aleman

8/8/25

VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS
OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Name Billie Annette Aleman		Application Number:
A2. Property Owner's Street Address [REDACTED]		Date of Submittal: 8/8/25
City [REDACTED]	State [REDACTED]	ZIP Code [REDACTED]
A3. Property Owner's Email Address [REDACTED]	A4. Property Owner's Telephone Number [REDACTED]	
A5. Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) Lot 10-B Vol. 395 Pg 94		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT		
(For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1. Survey and Abstract Thomas Roberts Survey Abstract - 1977	B2. Tax ID Number(s) of Parent Tract 2631-132-0-01600	B3. Deed Volume/Page Vol 1 Pg 56
B4. Existing or Proposed Name of Subdivision Buckhorn Acres	B5. Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) YES	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS		
Please list any supporting documents or submittals included with the variance request as attachments.		
Description of Attachment(s)		Exhibit #
C.1 Engineer's report etc of proposed lot installation		
C.2 Original plat		A
C.3 1996 survey that split Lot		A-1
C.4 2025 Aleman survey		A-2

SECTION D -VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

- D.1 A Variance is requested to Section(s) 5 of the Subdivision Regulations of Walker County, Texas as follows:

Requesting Approval of an exception to plat requirements under Section 232.010 of TEXAS Local Government Code to allow the conveyance of portion of 1 or more previously plotted lots by metes and bounds description without revising plat.

SECTION E - APPLICANT'S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

- E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes ☒ No ☐

If "Yes" the request should be accompanied by an engineer's opinion and justification for the variance.

- E.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit E.2"):

new owners - improving residential lot
Installing a new D.S.S.F
moving to lot.

This was separated from the original
5 acres (Lot 16-B) Several Owners back
before me.

- E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes ☒ No ☐

If yes please explain below:

We purchased this lot not knowing anything
about re-platting.

This will be our homestead.

- E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted?

Yes ☐ No ☒ Please list the additional measures below.

SECTION F –VARIANCE(S) GRANTED												
F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS:												
F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE:												
SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS												
NOTICE ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES. WARNING THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS. DISCLAIMER THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE NOT LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT. I, <u>Justin R. Hume</u>, do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them. <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 70%; padding: 5px;">Signature of Owner/Applicant</td><td style="width: 30%; padding: 5px;">Date</td></tr><tr><td style="height: 40px; vertical-align: bottom;"><u>Justin R. Hume</u></td><td style="vertical-align: bottom; text-align: center;">9/8/25</td></tr></table>			Signature of Owner/Applicant	Date	<u>Justin R. Hume</u>	9/8/25						
Signature of Owner/Applicant	Date											
<u>Justin R. Hume</u>	9/8/25											
SECTION H – ACTION ON VARIANCE BY COMMISSIONER'S COURT												
After careful consideration of the reason(s) for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance. <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 40%; padding: 5px;">Commissioner's Court Signature</td><td style="width: 40%; padding: 5px;">Printed Name</td><td style="width: 20%; padding: 5px;">Date</td></tr><tr><td style="height: 40px;"></td><td></td><td></td></tr></table> <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 75%; padding: 5px;">Signature of Owner/Applicant acknowledging conditions after court action</td><td style="width: 25%; padding: 5px;">Date</td></tr><tr><td style="height: 40px;"></td><td></td></tr></table>			Commissioner's Court Signature	Printed Name	Date				Signature of Owner/Applicant acknowledging conditions after court action	Date		
Commissioner's Court Signature	Printed Name	Date										
Signature of Owner/Applicant acknowledging conditions after court action	Date											

STATE OF TEXAS
COUNTY OF WALKER

We, James S. Thornton and Bruce C. Thornton, President and Secretary respectively of Standard Land and Realty Co., Inc., owner of the property subdivided in the above and foregoing map of Buckthorn Acres, do hereby make subdivision of said property, according to the lot lines, streets, alleys and easements therein shown and designate said subdivision as Buckthorn Acres, located in the John Garth Survey A-77, Walker Co., Texas, and dedicated to the public use, as such, all of the streets, alleys, and easements shown thereon forever, and to hereby waive any claims for damages occasioned by the establishing of grades as approved for the streets and alleys dedicated, or occasioned by the alteration of the surfaces of any portion of the streets and alleys to conform to such grades, and do hereby bind ourselves, our successors and assigns to warrant and forever defend the title to the land so dedicated.

I, Cesare J. Galli, Jr., Trustee, owner and holder of a lien against the above described property, do hereby in all things subordinate to said subdivision and dedication said lien, and I hereby confirm that I am the present owner of said lien and have not assigned the same nor any part thereof.

FURTHER, we do hereby dedicate to the public a strip of land of fifteen (15) feet wide on each side of the centerline of any and all rights-of-way, drains, ditches or other natural outlets located in the said subdivision as easements for drainage purposes, giving "Walker County and/or any other public agency the right to enter upon said easements at any time for the purpose of construction and/or maintaining drainage work and/or structures.

WITNESS our hand in Houston, Harris County, Texas, this 11 day of October, 1970.

By: James S. Thornton President
Bruce C. Thornton Secretary
Cesare J. Galli, Jr. Trustee

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority on this day personally appeared James S. Thornton and Bruce C. Thornton, president and secretary of Buckthorn Acres, known to me to be the persons whose names are subscribed to the foregoing instruments, and acknowledge to me that they executed the same for the purposes and considerations therein expressed, and in the capacity therein set forth.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 11 day of October, 1970.

Phyllis Wiegand
Notary Public in and for Harris County, Texas

STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared Cesare J. Galli, Jr., Trustee, known to me to be the person whose name is subscribed to the foregoing instruments, and acknowledge to me that he executed the same for the purposes and considerations therein expressed, and in the capacity therein set forth.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this 11 day of October, 1970.

Phyllis Wiegand
Notary Public in and for Harris County, Texas

This is to certify that I, J. A. Larsen, a Registered Public Surveyor of the State of Texas, have plotted the above subdivision from an actual survey on the ground, and that all block corners, angle points, and points of curve are properly marked with iron pipes and that this plat correctly represents that survey made by me.

J. A. Larsen
Registered Public Surveyor No. 837

Approved by the Commissioner's Court of Walker County, Texas, this _____ day of _____, 1970.
James S. Thornton Commissioner Precinct 1
Bruce C. Thornton Commissioner Precinct 2
Cesare J. Galli, Jr. Commissioner Precinct 3
Joe Malachuk Commissioner Precinct 4
Roger C. Harris Clerk

STATE OF TEXAS
COUNTY OF WALKER

I, James S. Thornton, Clerk of the County Court of Walker County, Texas, do hereby certify that within instrument of authentication was filed for registration in my office on November 13, 1970, at _____ o'clock, P.M., Volume _____ of records at _____ for said county.

WITNESS my hand and seal of office, at Huntsville, the day and date last above written.
James S. Thornton
Clerk County Court, Walker County, Texas

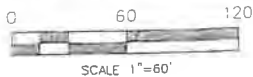
BUCKTHORN ACRES
A SUBDIVISION OF
303.03 ACRES
OUT OF THE
THOMAS ROBERTS SURVEY A-771
WALKER COUNTY, TEXAS
SCALE: 1"=200' AUGUST 22, 1970

HENRY JOHNSON ENGINEERING CO.
1412 BONNIE BRAE
HOUSTON, TEXAS

NOTES

This survey was done in conjunction with title commitment T.C.F. No. 250009137, dated May 04, 2025, provided by First National Title Insurance Company. The Surveyor did not research the deed records for previous surveys or easements. Therefore, certain easements may have been granted which are not reflected herein. Easements and building lines, as set out on the subdivision plat, recorded in Volume 1, Page 56 of the Map Records of Walker County, Texas.

According to navigable waters from the current F.E. 4-A, Flood Insurance Rate Map No. 4847-1-064750, dated August 15, 2011, this tract DOES NOT lie within Zone "A" or Zone "AE".



LEGEND

- UE UTILITY EASEMENT
- BL BUILDING SETBACK LINE
- OHE OVERHEAD ELECTRIC WIRE
- X WIRE FENCE
- S SEPTIC

GARY ALAN & PHYLLIS DAWN ROGERS
CALLED 6.0 AC. - LOT 16-A
W.C.C.F. No. 52467

BRIAN & WENDY GANDY
CALLED 3.56 AC. - LOT 16-B
VOL. 395, PG. 94
D.R.W.C.T.

1.500 ACRES
LARRY FLORES
CALLED 1.50 AC.
W.C.C.F. No. 2024-97976
OUT OF LOT 16
OF BUCKTHORN ACRES
VOL. 1, PG. 56
P.R.W.C.T.

BRITTON J. & STACY M. DOSS
CALLED 15.0586 AC. - LOT 14-B1
W.C.C.F. No. 69349

Surveyed by Andrew P. Titcomb
Date 05/21/2025
Field Crew KB
Office BR, AW, AT

SURVEY OF: A 1.500 ACRE TRACT OF LAND, SITUATED IN THE THOMAS ROBERTS SURVEY, A-771, WALKER COUNTY, TEXAS, AND BEING OUT OF LOT 16, OF BUCKTHORN ACRES, A SUBDIVISION IN WALKER COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 1, PAGE 56, OF THE PLAT RECORDS OF WALKER COUNTY, TEXAS.



I, Andrew P. Titcomb, certify that this survey was performed under my supervision on May 20, 2025, that there were no encroachments except as shown; that this survey conforms to T.S.P.S. Standards for a Category 1a, Condition III Survey. This certifies only to easements and building lines as referenced in Title Commitment as noted in Note #1 hereon.

Andrew P. Titcomb
ANDREW P. TITCOMB, R.P.L.S. #6951

6 BUCKTHORN ACRES DRIVE
HUNTSVILLE, TEXAS 77340

TC SURVEY & MAPPING
9711 MASON RD. STE. 125 #416
RICHMOND, TEXAS 77407
PHONE (832) 600-2510
atitcomb@tcsurveyandmapping.com
TBPELS Firm 10194775

JOB NUMBER	25260_R0
SURVEY MADE FOR	Billie Annette Aleman
DATE	05/21/2025
FIELD CREW	KB
OFFICE	BR, AW, AT

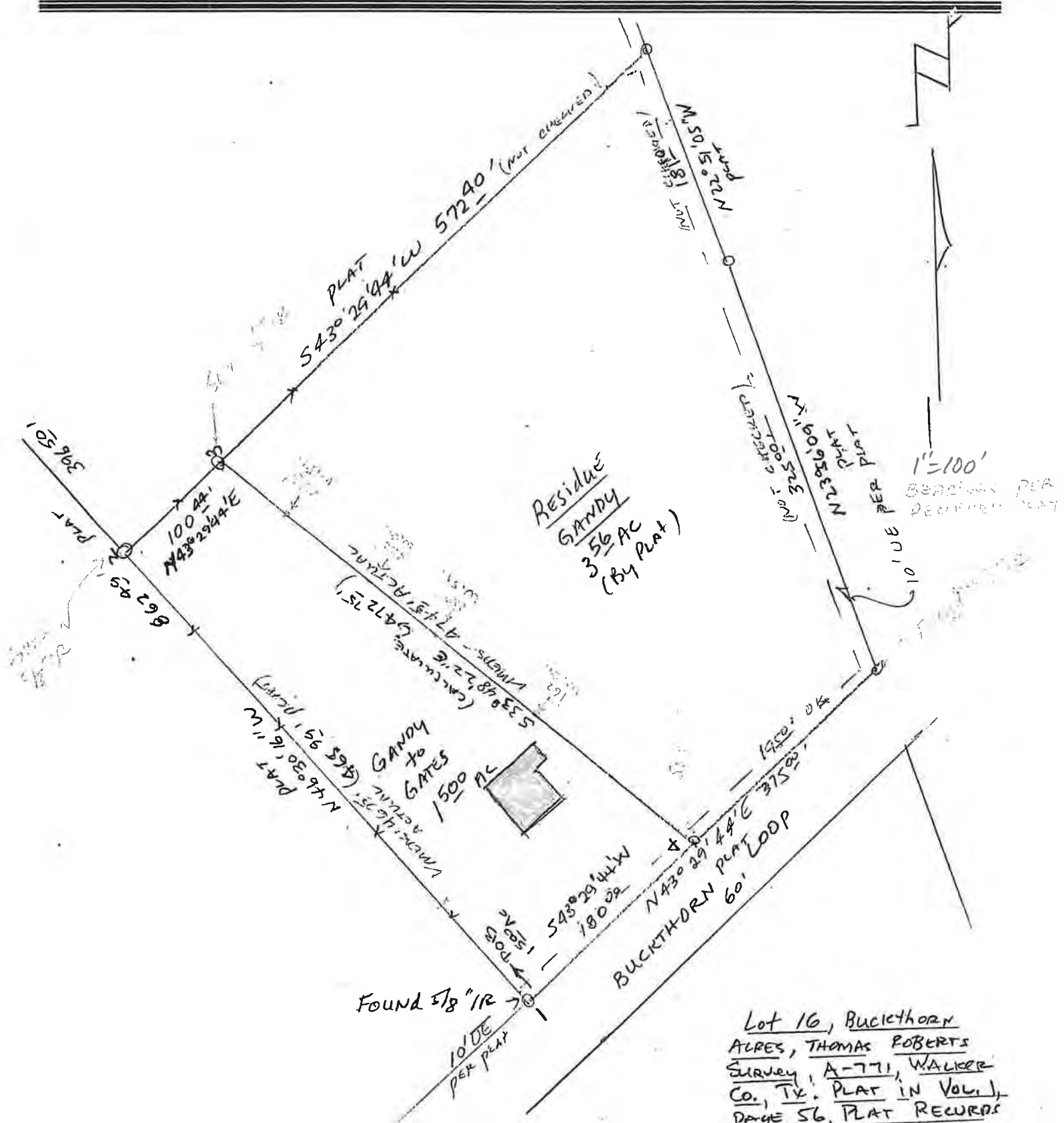
PAUL W. KNOX

1015 11th Street
Huntsville, TX 77340

Real Estate
Registered Surveyor

10/25/96

(409) 295-6301 Office
(713) 819-4707 Mobile



AARP Group Health Insurance Program

Raymond

The Prudential

Survey - Lot 16

Buckthorn
Acres

(Should go thru
in 10th Qtr)

1-800-523-5800

- Lot 16, Buckthorn
ACRES, THOMAS ROBERTS
Survey, A-771, WALKER
Co., TX. PLAT IN VOL. 1,
PAGE 56, PLAT RECORDS
1- MILBURN GATES ET AL
506 ACRES - VOL. 207, P. 399
2- BRIAN & WENDY GANDY
506 ACRES, VOL. 1, P.
OFFICIAL RECORDS OF
WALKER CO., TX

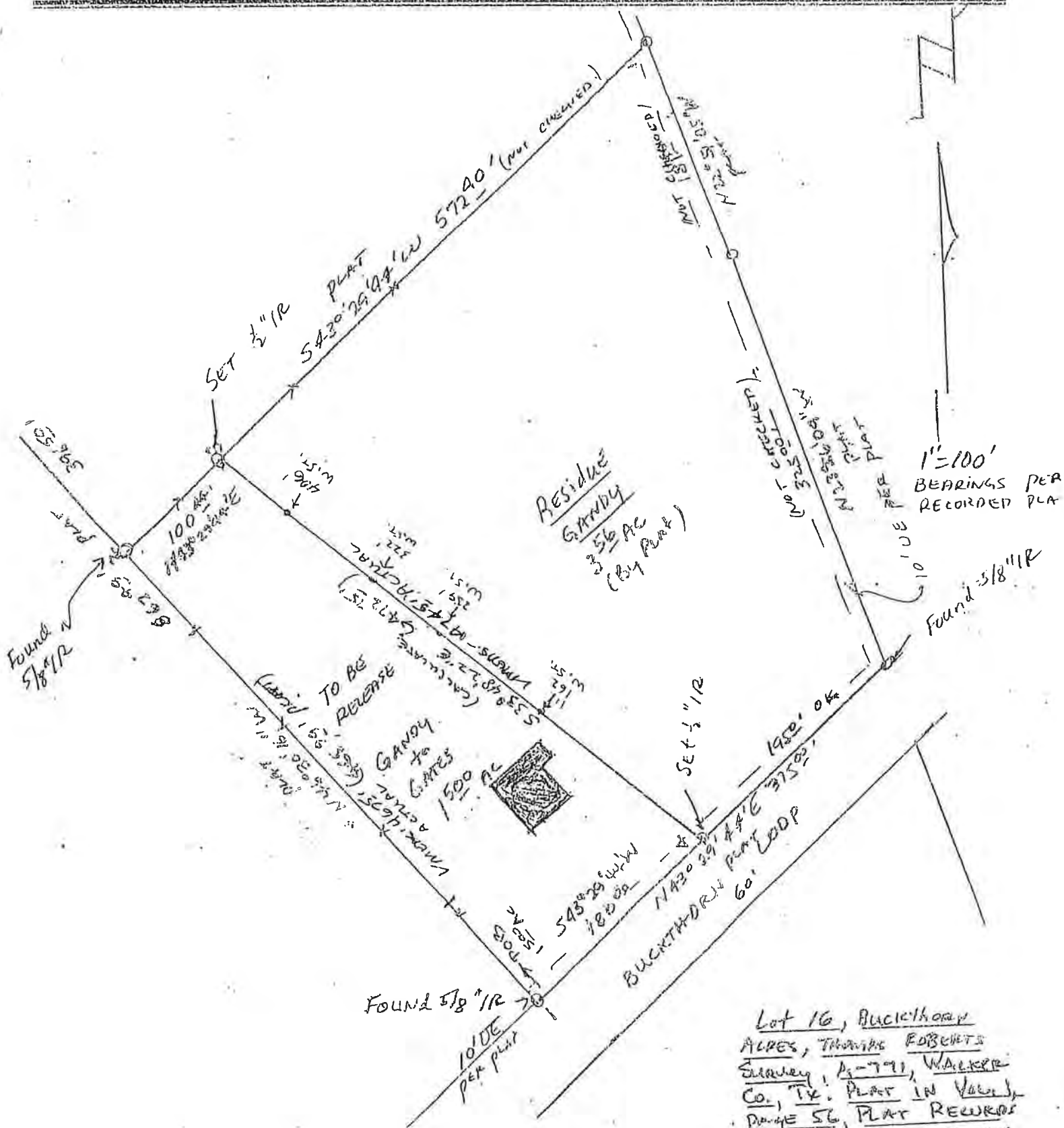
Lot 16 - original Gates
Sold to Brian
& Wendy Gandy
(daughter)
PART Lot 16 - RESOLD
TO GATES

2631-132-0-01600

1015 11th Street
Huntsville, TX 77340

Real Estate
Registered Surveyor

(409) 295-6301 Office
(713) 819-4707 Mobile



Lot 16, Buckhorn
Acres, Thomas Roberts
Marney, P. 791, Walker
Co., Tx. Plat in Vol. 1,
Page 56, Plat Rewards
 1- Milison Plats of
506 Acres - Vol. 207, P. 394
 2- Brian & Wendy Gandy
506 Acres, Vol. 1, P.
Official Records of
Walker Co., Tx.

PAUL W. KNOX

1015 11th Street
Huntsville, TX 77340

Real Estate
Registered Surveyor

(409) 295-6301 Office
(713) 819-4707 Mobile

FIELD NOTES
1.50 ACRES

Being all of 1.50 acres of land in the Thomas Roberts Survey, A-771, Walker County, Texas, and out of LOT 16 of the BUCKTHORN ACRES SUBDIVISION per plat of record in Volume 1, Page 56, of the Plat Records of Walker County, Texas, said 5.06 acre tract original owned by Milburn Gates, et ux, in deed of record in Volume 207, Page 399, of the Deed Records of Walker County, Texas, with this 1.50 acres being out of the western portion of same 5.06 acre (Lot 16) conveyed to Brian and Wendy Gandy by Milburn Gates by deed of record in Volume , Page , of the Official Records of Walker County, Texas, said 1.50 acres being described by metes and bounds as follows:

Beginning at the South corner of Lot 16 in the North line of 60' county road known as Buckthorn Loop, a 5/8" iron rod found on the Southeast side of corner post;

Thence N 46°30'16"W (plat) along a fence line with the Southwest line of said Lot 16, 467.5 feet (plat call 465.99 feet) to a 5/8" iron rod found for the West corner of Lot 16 on East side of present fence line;

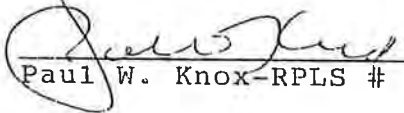
Thence N 43°29'44"E (plat) along down fence line with the Northwest line of said Lot 16, 100.44 feet to a 1/2" iron rod set for the North corner of this 1.50 acre tract;

Thence S 33°48'22"E across said Lot 16, a measured distance of 474.5 feet to a 1/2" iron rod set in the Southeast line of said Lot 16, said corner being the East corner of this 1.50 acre tract in the Northern line of Buckthorn Loop;

Thence S 43°29'44"W (plat) with the Southeast line of Lot 16, 180.00 feet to the place of beginning.

EASEMENTS-Visible power line easement along road with a 10' utility easement noted on subdivision plat.

I, Paul W. Knox, a Registered Professional Land Surveyor, certify that this survey was made on the ground on Sept. 24, 1996, with distances and bearings per plat of record in Volume 1, Page 56, Plat Records of Walker County, Texas,


Paul W. Knox-RPLS # 1519



OLIVER JAMES MOAK
ATTORNEY AT LAW
1209 UNIVERSITY AVENUE
HUNTSVILLE, TEXAS 77340

01055

GIFT DEED

Date: December th20, 1996

Grantor: BRIAN GANDY and WENDY GANDY
Grantor's address: ~~Route 8~~, Box 30
Huntsville, Walker County, Texas 77340

Grantee: MILBURN GATES
Grantee's address: P.O. Box 293
Huntsville, Walker County, Texas 77342-0293

Consideration: No cash or other valuable consideration.

Property (Including any Improvements):

① Being 1.50 acres of land out of and a part of Lot 16 of BUCKTHORN ACRES SUBDIVISION, a subdivision in Walker County, Texas, according to the plat of said subdivision recorded in Volume 1, Page 56, Plat Records of Walker County, Texas; said 1.50 acres being more fully described by metes and bounds on EXHIBIT A attached hereto and incorporated herein for all purposes.

Reservations From And Exceptions To Conveyance And Warranty:

Reservation by Grantors of the right to use the water from the well located on said 1.50 acres, so long as Grantors own the adjoining 3.56 acres, and subject to Grantors' agreement to pay one-half of any cost of re-working the well or repairing the well. Grantors agree that should they fail to pay said costs, their right to use the water shall cease immediately. Grantors agree that their right to use the water is non-transferrable and shall cease immediately upon sale of said 1.50 acres.

Easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severance, and other instruments, other than liens and conveyances, that affect the property; and taxes for the current year, and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantee the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantee and Grantee's heirs, executors, administrators, successors, and assigns against every person whosoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

NOTICE AND INDEMNITY: This deed has been prepared based on information furnished by Grantors and Grantee herein. Grantee has been informed that the deed dated September 17, 1996, from Milburn Gates and Billie Gates to Brian Gandy and Wendy Gandy expresses a vendor's lien in favor of Nationsbank of Texas, N.A. Grantors and Grantee acknowledge and agree that the attorney who prepared this instrument has not determined the status of said lien and has not been requested to do so. Grantee has specifically declined an title examination with respect to this property. The parties hereto indemnify and hold harmless said attorney in the event the property is subject to said lien; the lender should mature the indebtedness or take any other action permitted under the deed of trust securing the lien; or there should be any other matters which affect the title to the property.

When the context requires, singular nouns and pronouns include the plural.

Brian Gandy
BRIAN GANDY
Wendy Gandy
WENDY GANDY

AGREED AND ACCEPTED BY GRANTEE:

Milburn Gates
MILBURN GATES

THE STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me on ^{April} ~~December~~ 4, 1996,
by BRIAN GANDY



Sam A. Moak
NOTARY PUBLIC, STATE OF TEXAS
MY COMMISSION EXPIRES: 7-13-97
TYPED OR PRINTED NAME OF NOTARY:
Sam A. MOAK

THE STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me on ^{April} ~~December~~ 4, 1996,
by WENDY GANDY.



Sam A. Moak
NOTARY PUBLIC, STATE OF TEXAS
MY COMMISSION EXPIRES: 7-13-97
TYPED OR PRINTED NAME OF NOTARY:
Sam A. MOAK

THE STATE OF TEXAS §
COUNTY OF WALKER §

This instrument was acknowledged before me on ^{20th} ~~December~~ 20th, 1996,
by MILBURN GATES.



[Signature]
NOTARY PUBLIC, STATE OF TEXAS
MY COMMISSION EXPIRES: 9-13-97
TYPED OR PRINTED NAME OF NOTARY:

WARRANTY DEED

THE STATE OF TEXAS

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WALKER

THAT, STANDARD LAND & REALTY CO., INC., a Texas corporation acting by and through its duly authorized officers, of Harris County, Texas, hereinafter called Grantor, for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) cash and other good and valuable consideration in hand paid by:

MILBURN GATES and wife BILLIE GATES
Rt 8, Forest Glen, Box 2
Huntsville, TX 77340

hereinafter called Grantees, the receipt of which is hereby acknowledged, has GRANTED, SOLD and CONVEYED, and by these presents does GRANT, SELL and CONVEY unto the said Grantees of Walker County, Texas, all that certain lot, tract or parcel of land together with all improvements thereon, lying and being situated in the County of Walker, State of Texas described as follows, to-wit:

BEING a tract or parcel of land out of that one certain 303.23 acre tract in the Thomas Roberts Survey, ABST. 771, Walker County, Texas, as described in a Deed dated May 1, 1972, of record in Volume 771, Page 613 of the Walker County Deed Records; said parcel more particularly described as follows to wit:

COMMENCING at a point for the Northeast corner of said 303.23 acre tract:

THENCE S 43 degrees 29' 44" W along the North line of said 303.23 acre tract a distance of 32.73 feet to a point in the West line of a County Road;

THENCE S 22 degrees 51' 05" E a distance of 432.86 feet to a point in the West line of said county road, said point being the Northeast corner and PLACE OF BEGINNING of the herein described tract;

THENCE along the West line of said county road as follows:

S 22 degrees 51' 05" E a distance of 181.10 feet;

S 23 degrees 56' 09" E a distance of 325.0 feet to a point for the Southeast corner of the herein described tract;

THENCE S 43 degrees 29' 44" W along the North line of a 60 foot road a distance of 375.0 feet to a point for the Southwest corner;

THENCE N 46 degrees 30' 16" W a distance of 465.99 feet to a point for the Northwest corner;

THENCE N 43 degrees 29' 44" E a distance of 572.40 feet to the PLACE OF BEGINNING and being generally known as Tract 16B of BUCKTHORN, Walker County, Texas and containing 5.06 acres of land, more or less.

TO HAVE AND TO HOLD the above described premises, together with, all and singular, the rights and appurtenances thereto in any wise belonging, unto the said Grantees, their heirs and assigns forever. And Grantor does hereby bind itself, its successors and assigns to warrant and forever defend all and singular, the said premises unto the said Grantees, their heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof. Taxes have been prorated and are assumed by the Grantees. This

conveyance is made subject to, all and singular, the restrictions, conditions, easements, mineral reservations and covenants of record, if any, applicable to and enforceable against the above described property and Grantor hereby conveys 1/4 of its right, title and interest in and to any and all oil, gas or other minerals in, on or under the above described property.

EXECUTED this 14 th day of October, A.D. 1993.

STANDARD LAND & REALTY CO., INC.

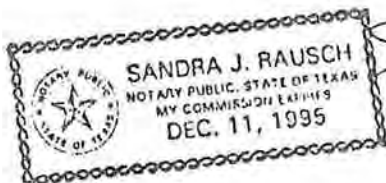

Bette T. Gips, President

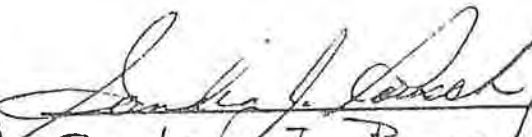
THE STATE OF TEXAS

COUNTY OF HARRIS

BEFORE ME, the undersigned, a Notary Public in and for the State of Texas, personally appeared Bette T. Gips, President of Standard Land & Realty Co., Inc., known to me to be the person and officer whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same as the act of said Standard Land & Realty Co., Inc., a Texas corporation, for the purposes and considerations therein expressed and in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 14 th day of October, A.D. 1993.




Sandra J. Rausch
(Printed Name)

Notary Public in and for the
State of Texas

FILED FOR RECORD
JAMES D. PATTON
COUNTY CLERK

93 OCT 14 1993

JAMES D. PATTON
WALKER CO., TX.
DEPUTY

THE STATE OF TEXAS
COUNTY OF WALKER

I, James D. Patton, County Clerk in and for Walker County, Texas do hereby certify that this instrument was filed for record in the volume and page of the named record and at the time and date as stamped hereon by me.



JAMES D. PATTON, CLERK
WALKER COUNTY, TEXAS

OFFICIAL PUBLIC RECORDS
WARRANTY DEED
PAGE 2 OF 2

VOL 0207 PAGE 400

VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1 Property Owner's Name Allan Pawalowski Gale Guice Curtis Pawalowski		Application Number:
A2 Property Owner's Street Address [REDACTED]		Date of Submittal 8-4-25
City Willis	State TX	ZIP Code 77318
A3 Property Owner's Email Address [REDACTED]	A4 Property Owner's Telephone Number [REDACTED]	
A5 Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) Being 17.47 acres of land situated in the John Sadler League, Abstract No. 45 in Walker County, TX, and being out of and a part of a called 37.5 acre tract recorded in a deed from Mary Malak et al to Tony Buckner and wife Bernice Buckner, recorded in volume 287, Page 55 in the Deed Records of Walker County, TX, and the said 17.47 acres of land called Tract One Exhibit A		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT (For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1 Survey and Abstract John Sadler / Abstract #45	B2 Tax ID Number(s) of Parent Tract 0045-320-0-01520	B3 Deed Volume/Page 437/162
B4 Existing or Proposed Name of Subdivision	B5 Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) 0	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS Please list any supporting documents or submittals included with the variance request as attachments.		
Description of Attachment(s)		Exhibit #
C.1 Survey (dated 6-10-25)		A
C.2 Filed copy of easements		A-1
C.3 Exhibit E2		E2
C.4		

SECTION D -VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

D.1 A Variance is requested to Section(s) B2.1 of the Subdivision Regulations of Walker County, Texas as follows:

Minimum road frontage waiver in lieu of
existing filed easements dated 10-23, 1984

SECTION E - APPLICANT'S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes _____ No ☒

If "Yes" the request should be accompanied by an engineer's opinion and justification for the variance.

E.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit E.2"):

Attached

E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes ☒ No _____

If yes please explain below:

Attached

E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted?

Yes _____ No ☒ Please list the additional measures below.

SECTION F -VARIANCE(S) GRANTED

F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS

F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE:

SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS

NOTICE

ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.

WARNING

THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS

DISCLAIMER

THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE NOT LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT.

I, Allan Pawalowski, do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them.

Signature of Owner/Applicant

Date

Allan Pawalowski

8-2-2025

SECTION H - ACTION ON VARIANCE BY COMMISSIONER'S COURT

After careful consideration of the reason(s) for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance.

Commissioner's Court Signature

Printed Name

Date

Signature of Owner/Applicant acknowledging conditions after court action

Date

E-2. Reason the variance is being requested.

1. Original piece of property, approximately 36 acres, divided between 2 siblings after heirs were deceased. Each sibling was given approximately 17.5 acres split down the middle of the original tract. With the vision of someday needing to divide the land to future heirs, the siblings had an easement drawn up, both giving up 15ft on each side of their property, down the middle, the entire length, to be dedicated to a road for access to all of the property. This easement was deeded and recorded in 1984.
2. The need to divide the land amongst heirs, following the death of both siblings, with the idea that the common shared access road, which extends down the middle of the property giving everyone access, can be used to further divide off of.
3. The land is already a narrow strip, and would only make sense to divide off existing Easement, in order to ensure that everyone get a nice, equal amount, of usable land.
4. The flag parcels that were presented to us, will result in everyone's land being even more narrow, and a lot less to work with due to right of ways that we feel are already in place.
5. Loss of land to right of ways for the back parcels are close to 5 acres, not counting the loss of land to the existing easement in place, because of not being able to use the deeded easement in everyone's portion of property. Using the flag parcels will result in removing that 15ft of land the length of the property before dividing, because the easement, which is recorded, and still in place.

Exceptional Hardship

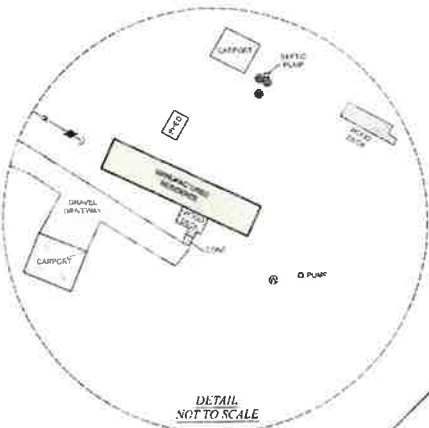
1. Persons currently occupying front parcel in mobile home, had a planned septic system put in to accommodate a larger future homestead. Because they went by regulations that were in place when installed, the lines will be located in the designated right of ways, therefore resulting in a relocation, which is an added expense.
2. Accommodations will have to be made for existing mobile home. Driveway will have to be moved and redone. Carport will need to be relocated. Electricity to mobile home may also be in jeopardy, and possibly even mobile home. All of these are added expenses.
3. The back flag parcel will have the added expense of getting electricity approximately 3 acres further due to right of ways.
4. Flag parcels will also result in land not being able to be used for Ag Exemption for Hay due to right of ways. Another expense, especially for the person who does not intend to build at the moment and only wants to use the land for Ag purposes.
5. Another problem with the flag parcels are going to come into play when building a homestead, is adhering to the footage requirements for right of ways, for structures, septic, etc., when our land is already so narrow.



DATE	BY	REVISION
11/17/11	WJW	448.03
11/17/11	WJW	448.03
11/17/11	WJW	448.03
11/17/11	WJW	448.03

SYMBOL LEGEND

- LINE OF 1/2" INCH
- LINE OF 1/2" INCH
- WIRE FENCE
- CALCULATED CORNER
- FOUND SURVEY MONUMENT
- GUY WIRE
- POWER POLE
- SUPPLY UD
- WATER WELL



JOHN SADDLER LEAGUE
ABSTRACT NO. 45

ALBINA MAE ADAMICK AND
CALLED 37.5 ACRES
VOL. 205 PG. 585
O R W C T
(FURTHER DESCRIBED IN
VOL. 106 PG. 62 O R W C T)

GERALD KUZIAREK
TRACT NO. 1
VOL. 602 PG. 533
O R W C T

GERALD KUZIAREK
TRACT NO. 2
VOL. 602 PG. 533
O R W C T

POB
END 1" B.T.F.
N 10 188 204 54
E 3 818 485 07

SET 5" IR WTPS CAP
FROM WHICH A
END 5" I.P.
BRS S 48 0440 E - 3 40'

NEIGHBORHOOD
WATER FILL TANK
CALLED 17.806 ACRES
VOL. 106 PG. 62
O R W C T
N 45 10 50 E 2154.78'
S 45 10 57 W 2058.08'

REMANENCE OF
ANALYSIS OF
CALLED 17.806 ACRES
VOL. 106 PG. 62
O R W C T

M. T. ADAMICK AND
ALBINA MAE ADAMICK
CALLED 0.334 ACRES
VOL. 107 PG. 210
O P R W C T

HOSTETTER ROAD

BOUNDARY & IMPROVEMENT SURVEY

BLANK 17.806 ACRES TRACT OF LAND SITUATED IN THE JOHN SADDLER LEAGUE
ABSTRACT NO. 45, DALLAS COUNTY, TEXAS, BEING ALL OF THAT LAND
CALLED 17.806 ACRES TRACT NO. 1, IN INSTRUMENT NO. 448.03, TO ALLAN
FRANKLIN, ET AL, RECORDED LATER CLERK'S FILE NUMBER 448.03, OF THE
OFFICE OF CLERK OF DALLAS COUNTY, TEXAS, IS AND IS 3.818 485 07
FIRST BEING MORE PARTICULARLY DESCRIBED BY ATTACHED METERS AND
BOUNDARY DESCRIPTION.

THIS SURVEY WAS CREATED FROM NOTES AND OBSERVATIONS TAKEN ON THE
GROUND UNDER MY DIRECT SUPERVISION AND IS TRUE AND CORRECT AT TIME OF
SURVEY.

GENERAL NOTES

1) THIS SURVEY WAS PERFORMED WITHOUT THE RIGHT OF A CORRESPONDING
ALBINA MAE ADAMICK DID NOT ABSTRACT TITLE AND DOES NOT CERTIFY TO
EASEMENTS OR RESTRICTIONS NOT SHOWN ON-SCENE WITH YOUR LOCAL
COUNCILMAN'S OFFICE FOR ANY ADDITIONAL SUBMITTER. BUILDING LINES
ON OTHER RESTRICTIONS NOT REFLECTED ON SURVEY.

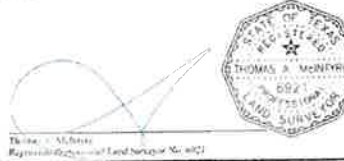
NO PORTION OF THIS PROPERTY APPEARS TO US WITHIN THE 100
YEAR FLOODPLAIN AS A GRAPHIC SCALE OF 1" = 100' FEET
NO AMENDMENTS AND NO AMENDMENTS TO THE SURVEY
EFFECTIVE DATE OF 08/16/2011

ALL COORDINATES, BEARINGS, DISTANCES, AND AREAS IN THIS SURVEY
WERE CALCULATED BASED ON THE COORDINATIONS AND BEARINGS TO
THE NORTH AMERICAN DATUM OF 1983 IN THE TEXAS STATE PLANE
COORDINATE SYSTEM, CENTRAL ZONE, U.S. SURVEY FEET.



PROJECT	48142
FIELD DATE	08/16/2011
CREATED BY	WJW
CHECKED BY	MUS/MJW
FIELD NOTES	GM
REV 1	
REV 2	
REV 3	
REV 4	

CLIENT: DOROTHY PAVALOWSKI
ADDRESS: 1808 NORTH NEW BRIDGE
LEAD: JOHN SADDLER, A-45
SUE: 17.806 ACRES
COUNTY: WALKER





TEXAS PROFESSIONAL SURVEYING, LLC.

3032 N. FRAZIER STREET, CONROE, TEXAS 77303
(936)756-7447 FAX (936)756-7448
FIRM REGISTRATION No. 100834-00

FIELD NOTE DESCRIPTION 17.606 ACRES IN THE JOHN SADDLER LEAGUE, ABSTRACT NUMBER 45 WALKER COUNTY, TEXAS

BEING a 17.606 acre tract of land situated in the John Saddler League, Abstract Number 45, Walker County, Texas, being all of that same called 17.47 acre tract described as "Tract One" in instrument to Allan Pawalowski, et al, recorded under Clerk's File Number 44728, of the Official Records of Walker County, Texas (O.R.W.C.T.), said 17.606 acre tract being more particularly described by metes and bounds as follows:

BEGINNING at a 1 inch pinched top pipe found in the southwesterly line of that certain called 81 acre tract described as "Tract No 2" in instrument to Gerald Kuzniarek, recorded in Volume 602, Page 533, O.R.W.C.T., for the common northerly corner of said 17.47 acre tract and the remainder of that certain called 18.6 acre tract described as "First Tract" in instrument to Marilyn Jo Alderink, recorded under Instrument Number 102626, O.R.W.C.T., being the easterly corner of the herein described 17.606 acre tract, from which a 1 inch iron pipe found for the easterly corner of said remainder of 18.6 acre tract bears, South 45°50'42" East, 264.66 feet, said **POINT OF BEGINNING** having a Texas State Plane Coordinate value of N: 10,186,204.54, E: 3,818,483.07, Central Zone, grid measurements;

THENCE South 45°19'57" West, with the northwesterly line of said remainder of 18.6 acre tract and that certain called 10.00 acre tract described in instrument to Michael Pawalowski and Tayler Pawalowski, recorded under Instrument Number 49446, O.R.W.C.T., common to the southeasterly line of said 17.47 acre tract, at a distance of 1230.65 feet, pass a 5/8 inch iron rod with cap found for the common westerly corner of said remainder of 18.6 acre tract and said 10.00 acre tract, in all, a total distance of 2956.08 feet, to a mag nail found in the centerline of Hostetter Road, for the common southerly corner of said 17.47 acre tract and said 10.00 acre tract, being the southerly corner of the herein described 17.606 acre tract;

THENCE North 77°11'02" West, 248.93 feet, with the centerline of Hostetter Road, the southwesterly line of said 17.47 acre tract, to a calculated point for the common southerly corner of said 17.47 acre tract and that certain called 17.78 acre tract described as "Tract Two" in instrument to Kervin A. Buckner and Marvin J. Buckner, recorded in Volume 1343, Page 749, O.R.W.C.T., being a westerly corner of the herein described 17.606 acre tract;

THENCE with the common line between said 17.47 acre tract and said 17.78 acre tract, the following two (2) courses and distances:

1. North 37°20'30" East, 325.92 feet, to a 1/2 inch iron rod with cap stamped "TPS 100834-00" set for corner;
2. North 45°19'56" East, 2764.78 feet, to a 1/2 inch iron rod with cap stamped "TPS 100834-00" set in the southwesterly line of said 81 acre tract, for the common northerly corner of said 17.47 acre tract and said 17.78 acre tract, being the northerly corner of the herein described 17.606 acre tract, from which a 1/2 inch iron pipe found for reference bears, South 46°04'40" East, 3.40 feet and a 1/2 inch iron rod found for the common westerly corner of said 81 acre tract and said 17.78 acre tract bears, North 45°11'42" West, 75.56 feet;

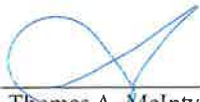
THENCE South 45°11'42" East, 255.23 feet, with the common line between said 17.47 acre tract and said 81 acre tract, to the **POINT OF BEGINNING** and containing a computed area of 17.606 acres of land within this Field Note Description.

This Field Note Description was prepared from a survey performed on the ground on June 10, 2025, by Texas Professional Surveying, LLC., Registered Professional Land Surveyors and referenced to Survey Drawing Project 40143.

All coordinates, bearings, distances, and areas shown hereon are grid measurements based on GPS observations and referenced to the North American Datum 1983 (NAD83), Texas State Plane Coordinate System, Central Zone, U.S. Survey Feet.

June 18, 2025
Date




Thomas A. McIntyre
R.P.L.S. No. 6921



Kari A. French

Walker County Clerk
1100 University Ave. Suite 201
Huntsville, TX 77340

Main: (936) 436-4922 Fax: (936) 436-4928

Receipt: 20190208000032
Date: 02/08/2019
Time: 02:38PM
By: Cassidi H
Station: Clerk Station
Status: ORIGINAL COPY

Seq	Item	Document Description	Number	Number Of	Amount	Serial Number
1	Real Property	DE	44782	5	\$38.00	
			Order Total	(1)	\$38.00	

<u>Seq</u>	<u>Payment Method</u>	<u>Transaction Id</u>	<u>Comment</u>	<u>Total</u>
1	Check	15378		\$38.00
Total Payments (1)				\$38.00
Change Due				\$0.00

15378

Dorothy
936-537-4538

P. M. Dowling

DARDEN FOWLER AND CREIGHTON LLP
414 W PHILLIPS SUITE 100
CONROE, TX 77301

For more information about the County Clerk's office and to search property records online, please visit <https://www.co.walker.tx.us/>



VG-116-2019-44782

Walker County
Kari A. French
Walker County Clerk

Instrument Number: 44782

Real Property

DEED

Recorded On: February 08, 2019 02:38 PM

Number of Pages: 5

" Examined and Charged as Follows: "

Total Recording: \$38.00

***** THIS PAGE IS PART OF THE INSTRUMENT *****

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

File Information:

Document Number: 44782
Receipt Number: 20190208000032
Recorded Date/Time: February 08, 2019 02:38 PM
User: Cassidi H
Station: Clerk Station

Record and Return To:

DARDEN FOWLER AND CREIGHTON LLP
414 W PHILLIPS SUITE 100

CONROE TX 77301



STATE OF TEXAS
COUNTY OF WALKER

I hereby certify that this Instrument was FILED In the File Number sequence on the date/time printed hereon, and was duly RECORDED in the Official Records of Walker County, Texas.

Kari A. French
Walker County Clerk
Walker County, TX

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

Transfer on Death Deed

Date: January 29, 2019

Owner/Transferor:

LOUISE ANN PAWALOWSKI
14090 Waterview Drive
Willis, Texas 77318
Montgomery County

Legal Description of the Property:

BEING 17.47 acres of land situated in the John Sadler League, Abstract No. 45 in Walker County, Texas, and being out of and a part of a called 37.5 acre tract recorded in a Deed from MARY NALAK et al to TONEY BUCKNER and wife, BERNEICE BUCKNER, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.47 acres of land called Tract One (1) being more particularly described in Exhibit "A" attached hereto and made a part hereof for all purposes.

Primary Beneficiary/Transferee:

I designate the following beneficiaries if the beneficiaries survive me:

ALLAN PAWALOWSKI
14445 Elmore Drive
Willis Texas 77318

GALE GUICE

7011 Pleasure Lake Dr
Willis Tx 77318

CURTIS PAWALOWSKI

1881 Bering Dr #49
Houston Tx 77057

Alternate Beneficiary/Transferee:

If any primary beneficiary survives me I grant and convey the primary beneficiaries' share to have and to hold forever as follows: To the surviving primary beneficiary or beneficiaries, but if a deceased primary beneficiary, if any, was a child or other descendant of mine, that deceased primary beneficiaries share will pass to the surviving children or other descendants of that deceased primary beneficiary.

If no primary beneficiary survives me, I grant and convey the share of the property that would have transferred to a deceased primary beneficiary, to have and to hold forever, as follows: To the surviving children or other descendants of the deceased primary beneficiary, if the deceased was a child or other descendant of mine

Consideration:

TEN AND NO/100 (\$10.00) DOLLARS and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged.

Transfer on Death:

At my death, I grant and convey to the primary beneficiaries my interest in the property, to have and to hold forever. If at my death I am not survived by my primary beneficiaries, I grant and convey equally to the surviving alternate beneficiaries my interest in the property, to have and to hold forever. If the primary beneficiaries and the alternate beneficiaries do not survive me, this transfer on death deed shall be deemed canceled by me.

Exceptions to Conveyance and Warranty:

This conveyance is made and accepted subject to all mineral and/or royalty sales and reservations heretofore made by the predecessors-in-title of the Transferor and now of record pertaining to the property above described to the extent that same are now in force and effect, and this conveyance is likewise made and subject to all restrictions, easements, rights-of-way, leases, if any, affecting the subject property.

Transferor, for the Consideration and subject to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty, grants, transfers and conveys to Beneficiaries the Property, together with all and singular the rights and appurtenances thereto in any way belonging, to have and to hold it to Beneficiaries and Beneficiaries' heirs, successors and assigns forever. Transferor binds Transferor and Transferor's heirs and successors to warrant and forever defend all and singular the Property to Beneficiaries and Beneficiaries' heirs, successors and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the Reservations from Conveyance and the Exceptions to Conveyance and Warranty. If none of the Beneficiaries are alive when I die, this Deed is cancelled and has no

force and effect, as if it had never been executed.

When the context requires, singular nouns and pronouns include the plural.


LOUISE ANN PAWALOWSKI

STATE OF TEXAS §
 §
COUNTY OF MONTGOMERY §

This instrument was acknowledged before me on **January 29**, 201~~6~~⁹, by **LOUISE ANN PAWALOWSKI**.




Notary Public

After recording return to:

G. Mark Creighton
Darden, Fowler & Creighton, LP
414 West Phillips Street, Suite 100
Conroe, Texas 77301

EXHIBIT "A"

TRACT ONE: 17.47 ACRES OF LAND

BEING 17.47 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.47 acres of land called Tract 1 being more definitely described as follows:

BEGINNING at a 2 inch iron pipe found in the north right of way line of Lower Longstreet Road, said point being the southeast corner of said 37.5 acre tract and the southeast corner of this tract;

THENCE N-47-26-17-E -- 2926.27 feet to a 1/2 inch pipe found from which a 14 inch hackberry bears S-42-56-23-E -- 25.53 feet and a 22 inch pine bears S-42-25-49-W -- 15.35 feet, said point being the northeast corner of said 37.5 acre tract and the northeast corner of this tract;

THENCE N-43-02-02-W -- 255.23 feet along and with the north line of said 37.5 acre tract to a 1/2 inch iron rod set, said point being the northeast corner of Tract 2 (which said Tract 2 is set apart and aside hereinafter to James A. Buckner and particularly described on Exhibit "B" attached hereto) and the northwest corner of this tract;

THENCE S-47-26-17-W -- 2765.03 feet along and with the east line of said Tract 2 to a 1/2 inch iron rod set for an angle point in the west line of this tract;

THENCE S-39-25-51-W -- 300.86 feet to a 1/2 inch iron rod set in the north right of way line of said Lower Longstreet Road, said point being the southeast corner of said Tract 2 and the southwest corner of this tract;

THENCE S-75-36-52-E -- 254.50 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.

DARDEN, FOWLER & CREIGHTON, LLP
G. MARK CREIGHTON
ATTORNEYS AT LAW
414 WEST PHILLIPS, SUITE 100
CONROE, TEXAS 77301-2880

GEORGE B. DARDEN (1904-1994)
WILLIAM E. FOWLER (1924-1982)
GERALD J. CREIGHTON, JR. (1930-2014)
G. MARK CREIGHTON
LARRY L. FOERSTER

CONROE (936) 756-3337
HOUSTON METRO (936) 441-1963
FACSIMILE (936) 756-2606

January 15, 2019

Mrs. Louise Ann Pawalowski
14090 Waterview Drive
Willis, Texas 77318

Re: Transfer on Death Deed

STATEMENT

FOR LEGAL SERVICES RENDERED in connection with review of real estate documents, preparation and recording of Transfer on Death Deed from Louise Ann Pawalowski to Allan Pawalowski, Gale Guice and Curtis Pawalowski:

	\$ 400.00
Recording fees	<u>38.00</u>
TOTAL DUE	<u>\$ 438.00</u>

pl 1/25/19

Thank you for your business.

D E E D OF P A R T I T I O N

THE STATE OF TEXAS I
COUNTY OF WALKER I

KNOW ALL MEN BY THESE PRESENTS:

That whereas, we LOUISE ANN PAWALOWSKI, of 14315 Henry Road, Houston, Texas, (joined herein by her husband LAWRENCE PAWALOWSKI) and JAMES A. BUCKNER, of 811 Kenrick, Houston, Texas, (joined herein by his wife, BARBARA BUCKNER) have and hold in common the lands hereinafter mentioned, such lands conveyed to the said LOUISE ANN PAWALOWSKI and JAMES A. BUCKNER by their parents, TONEY BUCKNER and wife, BERNEICE BUCKNER, on March 12, 1976 by Deed of Gift recorded at Volume 287, Page 55, of the Deed Records of Walker County, Texas, and are desirous of making partition of the same;

NOW, THEREFORE, in consideration of the premises and to effect such partition, it is hereby COVENANTED, GRANTED, CONCLUDED and AGREED by and between said parties, and each of them COVENANTS, GRANTS, CONCLUDES and AGREES, for herself, themselves, her and their heirs and assigns, that a partition of said lands be made as follows, viz:

1st. The said LOUISE ANN PAWALOWSKI shall from henceforth have, hold, possess and enjoy, in severalty, by herself and to her and her heirs and assigns, for her part, share and proportion of the said lands and premises, free from any and all claims of the other party hereto, all that tract of land situated in Walker County, Texas; to-wit:

AS SET FORTH AND DESCRIBED BY METES AND BOUNDS ON
ATTACHED EXHIBIT "A" WHICH EXHIBIT IS MADE A PART
HEREOF FOR ALL PURPOSES;

and the other party hereto does grant, release, and confirm unto the said LOUISE ANN PAWALOWSKI as her sole and separate property and estate the premises above described; to have and to hold in severalty the above-described premises, with all and singular the hereditaments and appurtenances thereunto belonging, unto the said LOUISE ANN PAWALOWSKI, her heirs and assigns forever; and JAMES A. BUCKNER does hereby bind himself, his heirs, executors and administrators to warrant and forever defend all and singular the said

premises unto LOUISE ANN PAWALOWSKI, her heirs and assigns, against every person whomsoever, lawfully claiming or to claim the same, or any part thereof.

2d. The said JAMES A. BUCKNER shall from henceforth have, hold, possess and enjoy, in severalty, by himself and to him and his heirs and assigns, for his part, share and proportion of the said lands and premises, free from any and all claims of the other party hereto, all that tract of land situated in Walker County, Texas; to-wit:

AS SET FORTH AND DESCRIBED BY METES AND BOUNDS ON ATTACHED EXHIBIT "B" WHICH EXHIBIT IS MADE A PART HEREOF FOR ALL PURPOSES;

and the other party hereto does grant, release, and confirm unto the said JAMES A. BUCKNER as his sole and separate property and estate the premises above described; to have and to hold in severalty the above-described premises, with all and singular the hereditaments and appurtenances thereunto belonging, unto the said JAMES A. BUCKNER, his heirs and assigns forever; and LOUISE ANN PAWALOWSKI does hereby bind herself, her heirs, executors and administrators to warrant and forever defend all and singular the said premises unto JAMES A. BUCKNER, his heirs and assigns, against every person whomsoever, lawfully claiming or to claim the same, or any part thereof.

IN WITNESS WHEREOF, we have hereunto set our hands this the 11th day of October, 1984.

Louise Ann Pawalowski
LOUISE ANN PAWALOWSKI

Lawrence Pawalowski
LAWRENCE PAWALOWSKI

James A. Buckner
JAMES A. BUCKNER

VOL 437 PAGE 163

Barbara Buckner
BARBARA BUCKNER

THE STATE OF TEXAS I

BEFORE ME, the undersigned authority, on this day personally appeared LOUISE ANN PAWALOWSKI, LAWRENCE PAWALOWSKI, JAMES A. BUCKNER and BARBARA BUCKNER, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 11th
day of October, 1984.

Sherry McGyll
SHERRY MCGYLL, NOTARY PUBLIC
STATE OF TEXAS

My Commission Expires:

5/5/86

VOL 437 PAGE 164

EXHIBIT "A"

TRACT ONE: 17.47 ACRES OF LAND

BEING 17.47 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.47 acres of land called Tract 1 being more definitely described as follows:

BEGINNING at a 2 inch iron pipe found in the north right of way line of Lower Longstreet Road, said point being the southeast corner of said 37.5 acre tract and the southeast corner of this tract;

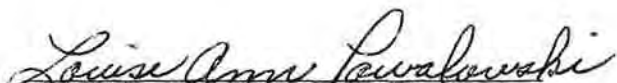
THENCE N-47-26-17-E -- 2926.27 feet to a 1/2 inch pipe found from which a 14 inch hackberry bears S-42-56-23-E -- 25.53 feet and a 22 inch pine bears S-42-25-49-W -- 15.35 feet, said point being the northeast corner of said 37.5 acre tract and the northeast corner of this tract;

THENCE N-43-02-02-W -- 255.23 feet along and with the north line of said 37.5 acre tract to a 1/2 inch iron rod set, said point being the northeast corner of Tract 2 (which said Tract 2 is set apart and aside hereinafter to James A. Buckner and particularly described on Exhibit "B" attached hereto) and the northwest corner of this tract;

THENCE S-47-26-17-W -- 2765.03 feet along and with the east line of said Tract 2 to a 1/2 inch iron rod set for an angle point in the west line of this tract;

THENCE S-39-25-51-W -- 300.86 feet to a 1/2 inch iron rod set in the north right of way line of said Lower Longstreet Road, said point being the southeast corner of said Tract 2 and the southwest corner of this tract;

THENCE S-75-36-52-E -- 254.50 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.


LOUISE ANN PAWALOWSKI

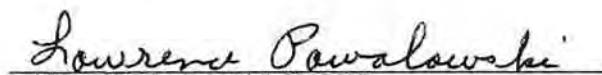

LAWRENCE PAWALOWSKI

EXHIBIT "B"

TRACT TWO: 17.78 ACRES OF LAND

BEING 17.78 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.78 acres of land called Tract 2 being more definitely described as follows:

BEGINNING at a 1/2 inch iron rod set in the north right of way line of Lower Longstreet Road, said point being the southwest corner of Tract 1 (which said Tract 1 is set apart and aside hereinafter to Louise Ann Pawalowski and particularly described on Exhibit "A" attached hereto) and the southeast corner of this tract;

THENCE N-39-25-51-E -- 300.86 feet along and with the west line of said Tract 1 to a 1/2 inch iron rod set for an angle point;

THENCE N-47-26-17-E -- 2765.03 feet along and with the west line of said Tract 1 to a 1/2 inch rod set, said point being the northwest corner of said Tract 1 and the northeast corner of this tract;

THENCE N-43-02-19-W -- 75.92 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point the north line of this tract;

THENCE S-51-01-15-W -- 48.14 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point in the north line of this tract;

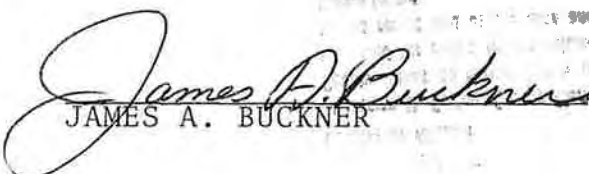
THENCE N-47-45-04-W -- 186.72 feet along and with the north line of said (called) 37.5 acre tract to a 1 inch iron pipe found, said point being the northwest corner of said (called) 37.5 acre tract and the northwest corner of this tract;

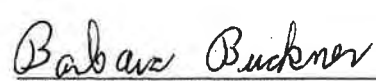
THENCE S-47-00-34-W -- 2913.28 feet along and with the west line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, from which a 36 inch post oak bears S-17-30-38-E -- 107.06 feet, said point being the southwest corner of said (called) 37.5 acre tract and the southwest corner of this tract;

THENCE S-08-44-49-E -- 125.00 feet to a 1/2 inch iron rod found, from which a 36 inch post oak bears N-35-27-21-E -- 23.02 feet, said point being an angle point in the south line of this tract;

THENCE S-12-29-29-W -- 111.11 feet to a 3/4 inch iron pipe found in the north right of way of said Lower Longstreet Street, from which a 36 inch post oak bears N-16-22-31-E -- 132.61 feet, said point being an angle point in the south line of this tract;

THENCE S-75-36-53-E -- 140.18 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.


JAMES A. BUCKNER


BARBARA BUCKNER

77468

FILED
OCT 15 1984
JAMES D. PATTON
County Clerk, Texas
James D. Patton



JAMES D. PATTON, CLERK
WALKER COUNTY, TEXAS

THE STATE OF TEXAS
COUNTY OF WALKER
I, James D. Patton, County Clerk in and for Walker County, Texas do hereby certify that this instrument was filed for record in the volume and page of the named record and at the time and date as stamped herein by me.

RECORDED

OCT 23 1984

VOL 437 PAGE 167

FILED
OCT 15 1984
JAMES D. PATTON
County Clerk, Texas
Julia Rodriguez

*Kilj
Louise Pawalowski
14315 Henry Road
Houston Tex. 77060
437/162*

THENCE S-08-44-49-E -- 125.00 feet to a 1/2 inch iron rod found, from which a 36 inch post oak bears N-35-27-21-E -- 23.02 feet, said point being an angle point in the south line of this tract;

THENCE S-12-29-29-W -- 111.11 feet to a 3/4 inch iron pipe found in the north right of way of said Lower Longstreet Street, from which a 36 inch post oak bears N-15-22-31-E -- 132.61 feet, said point being an angle point in the south line of this tract;

THENCE S-75-36-53-E -- 140.18 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.

SURVEYED IN JUNE, 1984



Ronald E. Howell

RONALD E. HOWELL, P.E.
REGISTERED PROFESSIONAL ENGINEER
REGISTERED PUBLIC SURVEYOR

12-20-84
Orig. Copy given
To James

07470

EASEMENT

THE STATE OF TEXAS I
COUNTY OF WALKER I

KNOW ALL MEN BY THESE PRESENTS:

For and in consideration of the love and affection I, JAMES A. BUCKNER (joined herein by my wife, BARBARA BUCKNER) of 811 Kenrick, Houston, Texas (hereinafter called "Grantor") have and bear unto and toward my beloved sister, LOUISE ANN PAWALOWSKI, do hereby GIVE, GRANT and CONFIRM unto the said LOUISE ANN PAWALOWSKI, of 14315 Henry Road, Houston, Texas, and to her heirs, executors, and assigns (hereinafter called "Grantee"), the free and uninterrupted use and easement of passing in and along a route across that certain real property situated in Walker County, Texas and described as Tract 2 on Exhibit "B" attached hereto and made a part hereof, which easement is more particularly located as described on Exhibit "A" attached hereto and made a part hereof, being fifteen (15) feet in width, for the purpose of constructing, maintaining, using, and operating same as one-half (1/2) of a road and passageway, at all times in common with the fee simple owner of the property upon which it traverses.

The Grantee shall have the right from time to time to cut all trees, undergrowth and other obstructions, that may injure, endanger or interfere with the use of said road. The Grantee shall have the right to assign this grant in whole or in part.

TO HAVE AND TO HOLD to Grantee, her heirs, executors, and assigns, so long as the rights and easements herein granted, or any one of them shall be used by, or useful to, Grantee for the purposes herein granted, and the Grantor hereby binds himself, his heirs, executors and administrators to warrant and forever defend all and singular said premises unto the Grantee, her heirs, executors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

IN TESTIMONY WHEREOF, the Grantor, joined by his wife,

BARBARA BUCKNER, has executed this conveyance this 11th day of October, 1984.

James A. Buckner
JAMES A. BUCKNER, Grantor

Barbara Buckner
BARBARA BUCKNER, Grantor

THE STATE OF TEXAS I

BEFORE ME, the undersigned authority, on this day personally appeared JAMES A. BUCKNER and BARBARA BUCKNER, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 11th day of October, 1984.

Sherry McGee
SHERRY MCGEE, NOTARY PUBLIC
STATE OF TEXAS

My Commission Expires:

5/5/86

137 173

EXHIBIT "A"

(EASEMENT)

BEING a tract of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and being fifteen (15) feet in width extending fully across and traversing in its entirety the said 37.5 acre tract mentioned above, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod set in the north right of way line of Lower Longstreet Road, said point being the southeast corner of Tract 2 which tract is described on attached Exhibit "B";

THENCE N-39-25-51-E -- 300.86 feet along and with the east line of said Tract 2 to a 1/2 inch iron rod set for an angle point;

THENCE N-47-26-17-E -- 2765.03 feet along and with the east line of said Tract 2 to a 1/2 inch rod set, said point being the northeast corner of said Tract 2;

THENCE N-43-02-19-W -- 15.00 feet along and with the north line of said (called) 37.5 acre tract to a point, said point being in the north line of this said Tract 2;

THENCE S-47-26-17-W -- 2765.03 feet along and parallel with the east line of said Tract 2 to a point;

THENCE S-39-25-51-W -- 300.86 feet to a point in the north right of way line of said Lower Longstreet Road, said point being in the south line of said Tract 2;

THENCE S-75-36-53-E -- 15.00 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.


JAMES A. BUCKNER


BARBARA BUCKNER

EXHIBIT "B"

TRACT TWO: 17.78 ACRES OF LAND

BEING 17.78 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Bernice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.78 acres of land called Tract 2 being more definitely described as follows:

BEGINNING at a 1/2 inch iron rod set in the north right of way line of Lower Longstreet Road, said point being the southwest corner of Tract 1 (which said Tract 1 is set apart and aside hereinafter to Louise Ann Pawalowski and particularly described on Exhibit "A" attached hereto) and the southeast corner of this tract;

THENCE N-39-25-51-E -- 300.86 feet along and with the west line of said Tract 1 to a 1/2 inch iron rod set for an angle point;

THENCE N-47-26-17-E -- 2765.03 feet along and with the west line of said Tract 1 to a 1/2 inch rod set, said point being the northwest corner of said Tract 1 and the northeast corner of this tract;

THENCE N-43-02-19-W -- 75.92 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point the north line of this tract;

THENCE S-51-01-15-W -- 48.14 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point in the north line of this tract;

THENCE N-47-45-04-W -- 186.72 feet along and with the north line of said (called) 37.5 acre tract to a 1 inch iron pipe found, said point being the northwest corner of said (called) 37.5 acre tract and the northwest corner of this tract;

THENCE S-47-00-34-W -- 2913.28 feet along and with the west line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, from which a 36 inch post oak bears S-17-30-38-E -- 107.06 feet, said point being the southwest corner of said (called) 37.5 acre tract and the southwest corner of this tract;

THENCE S-08-44-49-E -- 125.00 feet to a 1/2 inch iron rod found, from which a 36 inch post oak bears N-35-27-21-E -- 23.02 feet, said point being an angle point in the south line of this tract;

THENCE S-12-29-29-W -- 111.11 feet to a 3/4 inch iron pipe found in the north right of way of said Lower Longstreet Street, from which a 36 inch post oak bears N-16-22-31-E -- 132.61 feet, said point being an angle point in the south line of this tract;

THENCE S-75-36-53-E -- 140.18 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.


JAMES A. BUCKNER


BARBARA BUCKNER

07470

Patton
OCT 15 1984
Julia Rodriguez



JAMES D. PATTON, CLERK
WALKER COUNTY, TEXAS

THE STATE OF TEXAS
COUNTY OF WALKER
I, James D. Patton, County Clerk in and for Walker
County, Texas do hereby certify that this instrument
was filed for record in the volume and page of the
named record and at the time and date as stamped
hereon by me.

OCT 23 1984

RECORDED

VOL 437 PAGE 176

Patton A.
Julia Rodriguez
OCT 15 1984

Ref: Louise
Pawlikowski
437/172

EASEMENT

THE STATE OF TEXAS I
COUNTY OF WALKER I

KNOW ALL MEN BY THESE PRESENTS:

For and in consideration of the love and affection I, LOUISE ANN PAWALOWSKI, (joined herein by her husband, LAWRENCE PAWALOWSKI) of 14315 Henry Road, Houston, Texas (hereinafter called "Grantor") have and bear unto and toward my beloved brother, JAMES A. BUCKNER, do hereby GIVE, GRANT and CONFIRM unto the said JAMES A. BUCKNER, of 811 Kenrick, Houston, Texas, and to his heirs, executors, and assigns (hereinafter called "Grantee"), the free and uninterrupted use and easement of passing in and along a route across that certain real property situated in Walker County, Texas and described as Tract 1 on Exhibit "A" attached hereto and made a part hereof, which easement is more particularly located as described on Exhibit "B" attached hereto and made a part hereof, being fifteen (15) feet in width, for the purpose of constructing, maintaining, using, and operating same as one-half (1/2) of a road and passageway, at all times in common with the fee simple owner of the property upon which it traverses.

The Grantee shall have the right from time to time to cut all trees, undergrowth and other obstructions, that may injure, endanger or interfere with the use of said road. The Grantee shall have the right to assign this grant in whole or in part.

TO HAVE AND TO HOLD to Grantee, his heirs, executors, and assigns, so long as the rights and easements herein granted, or any one of them shall be used by, or useful to, Grantee for the purposes herein granted, and the Grantor hereby binds herself, her heirs, executors and administrators to warrant and forever defend all and singular said premises unto the Grantee, his heirs, executors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

IN TESTIMONY WHEREOF, the Grantor, joined by her husband,
LAWRENCE PAWALOWSKI, has executed this conveyance this 11th
day of October, 1984.

Louise Ann Pawalowski
LOUISE ANN PAWALOWSKI, Grantor

Lawrence Pawalowski
LAWRENCE PAWALOWSKI, Grantor

THE STATE OF TEXAS I

BEFORE ME, the undersigned authority, on this day personally
appeared LOUISE ANN PAWALOWSKI and LAWRENCE PAWALOWSKI, known to me
to be the persons whose names are subscribed to the foregoing instru-
ment, and acknowledged to me that they executed the same for the pur-
poses and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this 11th day of
October, 1984.

Sherry McGill
SHERRY MCGILL, NOTARY PUBLIC
STATE OF TEXAS

My Commission Expires:

5/5/86

EXHIBIT "A"

TRACT ONE: 17.47 ACRES OF LAND

BEING 17.47 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.47 acres of land called Tract 1 being more definitely described as follows:

BEGINNING at a 2 inch iron pipe found in the north right of way line of Lower Longstreet Road, said point being the southeast corner of said 37.5 acre tract and the southeast corner of this tract;

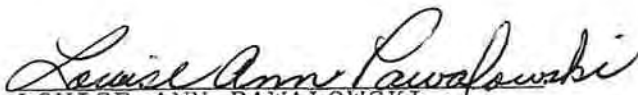
THENCE N-47-26-17-E -- 2926.27 feet to a 1/2 inch pipe found from which a 14 inch hackberry bears S-42-56-23-E -- 25.53 feet and a 22 inch pine bears S-42-25-49-W -- 15.35 feet, said point being the northeast corner of said 37.5 acre tract and the northeast corner of this tract;

THENCE N-43-02-02-W -- 255.23 feet along and with the north line of said 37.5 acre tract to a 1/2 inch iron rod set, said point being the northeast corner of Tract 2 (which said Tract 2 is set apart and aside hereinafter to James A. Buckner and particularly described on Exhibit "B" attached hereto) and the northwest corner of this tract;

THENCE S-47-26-17-W -- 2765.03 feet along and with the east line of said Tract 2 to a 1/2 inch iron rod set for an angle point in the west line of this tract;

THENCE S-39-25-51-W -- 300.86 feet to a 1/2 inch iron rod set in the north right of way line of said Lower Longstreet Road, said point being the southeast corner of said Tract 2 and the southwest corner of this tract;

THENCE S-75-36-52-E -- 254.50 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.


LOUISE ANN PAWALOWSKI


LAWRENCE PAWALOWSKI

EXHIBIT "B"

(EASEMENT)

BEING a tract of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and being fifteen (15) feet in width extending fully across and traversing in its entirety the said 37.5 acre tract mentioned above, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod set in the north right of way line of Lower Longstreet Road, said point being the southwest corner of Tract 1 which tract is described on attached Exhibit "A";

THENCE S-75-36-52-E -- 15.00 feet along and with the north right of way of said Lower Longstreet Road;

THENCE N-39-25-51-E -- 300.86 feet and parallel with the west line of said Tract 1 to a point;

THENCE N-47-26-17-E -- 2765.03 feet and parallel with the west line of said Tract 1 to a point, said point being in the north line of said 37.5 acre tract;

THENCE N-43-02-02-W -- 15.00 feet along and with the north line of said 37.5 acre tract to a 1/2 inch iron rod set, said point being the northwest corner of said Tract 1;

THENCE S-47-26-17-W -- 2765.03 feet along and with the west line of said Tract 1 to a 1/2 inch iron rod set for an angle point in the west line of this said Tract 1;

THENCE S-39-25-51-W -- 300.86 feet to a 1/2 inch iron rod set in the north right of way line of said Lower Longstreet Road, said point being the southwest corner of this said Tract 1 and the PLACE OF BEGINNING.

Louise Ann Pawalowski
LOUISE ANN PAWALOWSKI

Lawrence Pawalowski
LAWRENCE PAWALOWSKI

THE STATE OF TEXAS
COUNTY OF WALKER

I, James D. Patton, County Clerk in and for Walker County, Texas do hereby certify that this instrument was filed for record in the volume and page of the named record and at the time and date as stamped hereon by me.



JAMES D. PATTON, CLERK
WALKER COUNTY, TEXAS

RECORDED

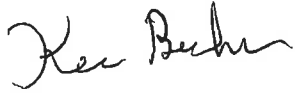
OCT 23 1991

VOL 437 PAGE 171

OCT 15 1991

Authorized Representative:

I, Kervin Buckner, do hereby designate, Dorothy Pawalowski as an Authorized Representative to drop off paperwork and speak on my behalf related to the variance we are requesting to the subdivision regulations in Walker County, Tx, for the property located at [REDACTED] Hostetter Rd., New Waverly, TX 77358.

A handwritten signature in black ink, appearing to read "Kervin Buckner". The signature is fluid and cursive, with the first name "Kervin" and last name "Buckner" clearly distinguishable.

Signature

August 1, 2025

VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS
OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Name Kervin A. Buckner Marvin J. Buckner		Application Number:
A2. Property Owner's Street Address [REDACTED]		Date of Submittal: 8-4-25
City	State	ZIP Code
A3. Property Owner's Email Address [REDACTED]		A4. Property Owner's Telephone Number [REDACTED]
A5. Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) Being 17.78 acres of land, situated in the John Sadler League, A-45, in Walker County, TX and being out of and a part of a (called) 37.5 acre tract described in a deed from Mary Malak, et al to Toney Buckner and wife, Bernice Buckner, recorded in Volume 287, page 55, Deed Records of Walker County, Texas, said 17.78 acres being more fully described by metes and bounds on exhibit A		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT		
(For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1. Survey and Abstract John Sadler / Abstract #45	B2. Tax ID Number(s) of Parent Tract 0045-320-0-01500	B3. Deed Volume/Page 1343/749
B4. Existing or Proposed Name of Subdivision	B5. Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) No	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS		
Please list any supporting documents or submittals included with the variance request as attachments.		
Description of Attachment(s)		Exhibit #
C.1 Survey (dated 6-18-2025)		A
C.2 Filed copy of easements		A-1
C.3 Exhibit E.2		E.2
C.4		

SECTION D –VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

D.1 A Variance is requested to Section(s) B2,1 of the Subdivision Regulations of Walker County, Texas as follows:

Minimum road frontage waiver in lieu of
existing filed easements dated 10-23, 1984

SECTION E – APPLICANT’S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes _____ No X

If "Yes" the request should be accompanied by an engineer's opinion and justification for the variance.

E.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit E.2"):

Attached

E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes ✓ No _____

If yes please explain below:

Attached

E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted?

Yes _____ No ✓ Please list the additional measures below.

SECTION F –VARIANCE(S) GRANTED		
F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS:		
F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE;		
SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS		
NOTICE		
ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.		
WARNING		
THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS.		
DISCLAIMER		
THE COMMISSIONER’S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE NOT LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT.		
I, <u>Kerrin Buckner</u> , do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them.		
Signature of Owner/Applicant		Date
<u>Kerrin Buckner</u>		<u>8-3-25</u>
SECTION H – ACTION ON VARIANCE BY COMMISSIONER’S COURT		
After careful consideration of the reason(s) for the request of variance, the Commissioner’s Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance.		
Commissioner’s Court Signature	Printed Name	Date
Signature of Owner/Applicant acknowledging conditions after court action.		Date



TEXAS PROFESSIONAL SURVEYING, LLC.

3032 N. FRAZIER STREET, CONROE, TEXAS 77303
(936)756-7447 FAX (936)756-7448
FIRM REGISTRATION No. 100834-00

**FIELD NOTE DESCRIPTION
17.875 ACRES
IN THE JOHN SADDLER LEAGUE, ABSTRACT NUMBER 45
WALKER COUNTY, TEXAS**

BEING a 17.875 acre tract of land situated in the John Saddler League, Abstract Number 45, Walker County, Texas, being all of that same called 17.78 acre tract described as "Tract Two" in instrument to Kervin A. Buckner and Marvin J. Buckner, recorded in Volume 1343, Page 749, of the Official Records of Walker County, Texas (O.R.W.C.T.), said 17.875 acre tract being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch iron pipe found in the southwesterly line of that certain tract described as "First Tract" in instrument to Gerald Kuzniarek (Kuzniarek First Tract), recorded in Volume 602, Page 533, O.R.W.C.T., for the common northerly corner of said 17.78 acre tract and that certain called 37.5 acre tract described in instrument to Albina Mae Adamick, recorded in Volume 209, Page 665, of the Deed Records of Walker County, Texas (D.R.W.C.T.), being the northerly corner of the herein described 17.875 acre tract, from which a 3/4 inch iron rod found for a northerly corner of said 37.5 acre tract bears, North 49°06'50" West, 607.68 feet, said **POINT OF BEGINNING** having a Texas State Plane Coordinate value of **N: 10,186,526.87, E: 3,818,069.09**, Central Zone, grid measurements;

THENCE with the common line between said Kuzniarek First Tract and said 17.78 acre tract, the following two (2) courses and distances:

1. South 49°53'43" East, 186.92 feet, to a 1/2 inch iron rod found for corner;
2. North 49°20'02" East, 47.86 feet, to a 1/2 inch iron rod found for the common westerly corner of said 17.78 acre tract and that certain called 81 acre tract described as "Tract No. 2" in instrument to Gerald Kuzniarek, recorded in Volume 602, Page 533, O.R.W.C.T., being a northerly corner of the herein described 17.875 acre tract;

THENCE South 45°11'42" East, 75.56 feet, with the common line between said 17.78 acre tract and said 81 acre tract, to a 1/2 inch iron rod with cap stamped "TPS 100834-00" set for the common northerly corner of said 17.78 acre tract and that certain called 17.47 acre tract described as "Tract One" in instrument to Allan Pawalowski, et al, recorded under Instrument Number 44782, O.R.W.C.T., being the easterly orner of the herein described 17.875 acre tract, from which a 1/2 inch iron pipe found for reference bears, South 46°04'40" East, 3.40 feet and a 1 inch pinched top pipe found for the common northerly corner of said 17.47 acre tract and the remainder of that certain called 18.6 acre tract described as "First Tract" in instrument to Marilyn Jo Alderink, recorded under Instrument Number 102626, O.R.W.C.T. bears, South 45°12'27" East, 167.36 feet;

THENCE with the common line between said 17.78 acre tract and said 17.47 acre tract, the following two (2) courses and distances:

- 1. South 45°19'56" West, 2764.78 feet, to a 1/2 inch iron rod with cap stamped "TPS 100834-00" set for corner;
- 2. South 37°20'30" West, 325.92 feet, to a calculated point in the centerline of Hostetter Road, for the common southerly corner of said 17.78 acre tract and said 17.47 acre tract, being the southeasterly corner of the herein described 17.875 acre tract, from which a mag nail found for the common southerly corner of said 17.47 acre tract and that certain called 10.00 acre tract described in instrument to Michael Pawalowski and Tayler Pawalowski, recorded under Instrument Number 49446, O.R.W.C.T. bears, South 77°11'02" East, 248.93 feet;

THENCE North 77°11'02" West, 128.95 feet, with the centerline of said Hostetter Road, the southwesterly line of said 17.78 acre tract, to a calculated point for the common southerly corner of said 17.78 acre tract and that certain called 0.334 acre tract described in instrument to M.T. Adamick and Albina Mae Adamick, recorded in Volume 107, Page 210, O.P.R.W.C.T. being a westerly corner of the herein described 17.875 acre tract;

THENCE with the common line between said 17.78 acre tract and said 0.334 acre tract, the following two (2) courses and distances:

- 1. North 10°22'46" East, 132.82 feet, to a 5/8 inch iron rod found for corner;
- 2. North 10°49'39" West, 125.42 feet, to a 3/4 inch iron pipe found for the common southerly corner of said 17.78 acre tract and said 37.5 acre tract, being a westerly corner of the herein described 17.875 acre tract;

THENCE North 44°54'45" East, 2912.75 feet, with the common line between said 17.78 acre tract and said 37.5 acre tract, to the **POINT OF BEGINNING** and containing a computed area of 17.875 acres of land within this Field Note Description.

This Field Note Description was prepared from a survey performed on the ground on June 10, 2025, by Texas Professional Surveying, LLC., Registered Professional Land Surveyors and referenced to Survey Drawing Project 40146.

All coordinates, bearings, distances, and areas shown hereon are grid measurements based on GPS observations and referenced to the North American Datum 1983 (NAD83), Texas State Plane Coordinate System, Central Zone, U.S. Survey Feet.

June 18, 2025
Date




Thomas A. McIntyre
R.P.L.S. No. 6921

Reasons for Variance

1. Original piece of property, approximately 36 acres, divided between 2 siblings after heirs were deceased. Each sibling was given approximately 17.5 acres split down the middle of the tract. With the vision of someday needing to divide the land to future heirs, the siblings had an easement drawn up, both giving 15 ft on each side of their property, down the middle, the entire length, to be dedicated to a road for access to all of the property. This easement was deeded and recorded in 1984.
2. The need to divide the land amongst heirs, following the death of both siblings, with the idea that the common, shared access road, which extends down the middle of the property, giving everyone on both sides access, can be used to further divide off of.
3. The land is already a narrow strip with only 140 ft of frontage on Hostetter road. Not being able to divide off existing Easement road will result in multiple problems.
4. The flag parcels that were presented to us will result in our land being even more narrow, losing the beautiful yard we have had for 40 plus years, and costly to do because of existing structures, etc.
5. The loss of land due to right of ways that already exist.

Exceptional Hardship – 140-A Hostetter

1. Only 140ft of frontage. Doing a flag parcel would disrupt the existing home.
2. Home on land in the front, taking up all area with Conventional Septic on one side, Concrete drive, Storage bldg, and Carport on other side.
3. Would be a major added expense to redo septic. Also an added expense for relocating existing structures, storage bldg., and carport.
4. Water well also on Carport side. Not sure if it would be in compliance with right of way easements.
5. Existing Pond will also be located in flag parcel right of way.
6. Not sure if we have enough land to do a flag parcel and be in compliance with easement regulations for septic and water well for existing Home that has been there since 1983.
7. The flag parcels will also take away from the beauty of the land and the home that now resides there.

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

REVOCABLE LIFE ESTATE DEED

Date: August 27, 2018

Grantor: JAMES A. BUCKNER
Grantor's Address: 140 Hostetter Rd.
New Waverly, TX 77358
Walker County

Grantee:	KERVIN A. BUCKNER	MARVIN J. BUCKNER
Grantor's Address:	140 A Hostetter Rd. New Waverly, TX 77358 Walker County	8538 Sunny Ridge Dr. Houston, TX 77358 Harris County

Consideration: The love and affection Grantor bears his sons, Grantees herein.

Property (Including any Improvements): In equal undivided shares to KERVIN A. BUCKNER and MARVIN J. BUCKNER:

Being 17.78 acres of land, situated in the JOHN SADLER LEAGUE, A-45, in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract described in a deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55, Deed Records of Walker County, Texas, said 17.78 acres being more fully described by metes and bounds on EXHIBIT A attached hereto and incorporated herein for all purposes.

Said 37.5 acres being that same land described in a gift deed dated March 12, 1976, from Toney Buckner and wife, Berneice Buckner to Louise Ann Pawalowski and James A. Buckner, recorded in Volume 287, Page 55, Deed Records of Walker County, Texas; and,

Said 17.78 acres being that same land described in and conveyed to James A. Buckner by Partition Deed from Louise Ann Pawalowski, dated October 11, 1984, and recorded in Volume 437, Page 162, Deed Records of Walker County, Texas.

Reservations From And Exceptions To Conveyance And Warranty:

Life Estate: For Grantor and Grantor's assigns, a reservation of the full possession, benefit, and use of the Property for the remainder of the life of Grantor, as a life estate. Grantor retains complete power, without the joinder of Grantee or any person, and with or without consideration, to mortgage, sell and convey the Property, and to spend any proceeds; to exchange it for other property; to lease the surface and subsurface of the Property; to execute and deliver oil, gas and other mineral leases for any term of years and for a term based on the continuing production of oil, gas or other minerals from the Property, ending either before or after Grantor's death; and to invest and reinvest all proceeds from the sale or other disposition of the Property. This life estate carries with it the right to possess and consume all bonuses, delay rentals, royalties, and other benefits payable on any mortgage, sale, or conveyance under oil, gas and other mineral leases covering the Property at the inception of this life estate without any duty to Grantee and without liability for waste.

Further Grantor reserves the right to appoint different or additional remainder owners (Grantees), at any time and from time to time without consent of Grantees or any

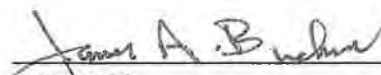
subsequently appointed Grantees. Upon the death of Grantor, subject to any interests that may be created by Grantor under the powers reserved herein, full record title shall vest in Grantees and/or any subsequently appointed Grantees.

Easements, rights-of-way, and prescriptive rights, whether of record or not; all presently recorded restrictions, reservations, covenants, conditions, oil and gas leases, mineral severance, and other instruments, other than liens and conveyances, that affect the property; and taxes for the current year, and subsequent assessments for that and prior years due to change in land usage, ownership, or both, the payment of which Grantee assumes.

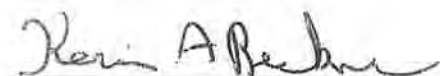
Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells, and conveys to Grantees the property, together with all and singular the rights and appurtenances thereto in any wise belonging, to have and hold it to Grantees, Grantees' heirs, executors, administrators, successors, or assigns forever. Grantor binds Grantor and Grantor's heirs, executors, administrators, and successors to warrant and forever defend all and singular the property to Grantees and Grantees' heirs, executors, administrators, successors, and assigns against every person whosoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to conveyance and warranty.

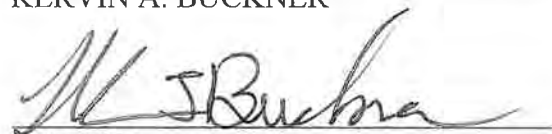
When the context requires, singular nouns and pronouns include the plural.

THIS INSTRUMENT IS PREPARED AT THE REQUEST OF THE PARTIES HERETO WITHOUT THE BENEFIT OF A TITLE SEARCH OR AD VALOREM TAX INFORMATION AND THE PARTIES HERETO INDEMNIFY AND HOLD HARMLESS MOAK & MOAK, P.C. FROM DAMAGES TO GRANTOR, GRANTEE, AND THEIR SUCCESSORS AND ASSIGNS.


JAMES A. BUCKNER

AGREED AND ACCEPTED:


KERVIN A. BUCKNER


MARVIN J. BUCKNER

THE STATE OF TEXAS §
 §
COUNTY OF WALKER §

This instrument was acknowledged before me on August 20, 2018, by JAMES A. BUCKNER.




NOTARY PUBLIC, STATE OF TEXAS

THE STATE OF TEXAS §
 §
COUNTY OF WALKER §

This instrument was acknowledged before me on August 27, 2018, by KERVIN A. BUCKNER.





NOTARY PUBLIC, STATE OF TEXAS

THE STATE OF TEXAS §
 §
COUNTY OF WALKER §

This instrument was acknowledged before me on August 10, 2018, by MARVIN J. BUCKNER.





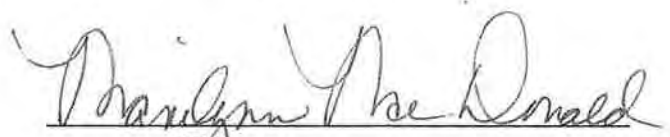
NOTARY PUBLIC, STATE OF TEXAS

Prepared by:
MOAK & MOAK, P.C.
1315 Eleventh Street
Huntsville, TX 77340
936/295-6394

THE STATE OF TEXAS §
 §
COUNTY OF WALKER §

This instrument was acknowledged before me on August 27, 2018, by JAMES A. BUCKNER.





NOTARY PUBLIC, STATE OF TEXAS

TRACT TWO: 17.78 ACRES OF LAND

BEING 17.78 acres of land, situated in the John Sadler League, A-45 in Walker County, Texas and being out of and a part of a (called) 37.5 acre tract recorded in a Deed from Mary Malak, et al to Toney Buckner and wife, Berneice Buckner, recorded in Volume 287, Page 55 in the Deed Records of Walker County, Texas, and the said 17.78 acres of land called Tract 2 being more definitely described as follows:

BEGINNING at a 1/2 inch iron rod set in the north right of way line of Lower Longstreet Road, said point being the southwest corner of Tract 1 (which said Tract 1 is set apart and aside hereinafter to Louise Ann Pawalowski and particularly described on Exhibit "A" attached hereto) and the southeast corner of this tract;

THENCE N-39-25-51-E -- 300.86 feet along and with the west line of said Tract 1 to a 1/2 inch iron rod set for an angle point;

THENCE N-47-26-17-E -- 2765.03 feet along and with the west line of said Tract 1 to a 1/2 inch rod set, said point being the northwest corner of said Tract 1 and the northeast corner of this tract;

THENCE N-43-02-19-W -- 75.92 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point the north line of this tract;

THENCE S-51-01-15-W -- 48.14 feet along and with the north line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, said point being an angle point in the north line of this tract;

THENCE N-47-45-04-W -- 186.72 feet along and with the north line of said (called) 37.5 acre tract to a 1 inch iron pipe found, said point being the northwest corner of said (called) 37.5 acre tract and the northwest corner of this tract;

THENCE S-47-00-34-W -- 2913.28 feet along and with the west line of said (called) 37.5 acre tract to a 1/2 inch iron rod set, from which a 36 inch post oak bears S-17-30-38-E -- 107.06 feet, said point being the southwest corner of said (called) 37.5 acre tract and the southwest corner of this tract;

THENCE S-08-44-49-E -- 125.00 feet to a 1/2 inch iron rod found, from which a 36 inch post oak bears N-35-27-21-E -- 23.02 feet, said point being an angle point in the south line of this tract;

THENCE S-12-29-29-W -- 111.11 feet to a 3/4 inch iron pipe found in the north right of way of said Lower Longstreet Street, from which a 36 inch post oak bears N-16-22-31-E -- 132.61 feet, said point being an angle point in the south line of this tract;

THENCE S-75-36-53-E -- 140.18 feet along and with the north right of way of said Lower Longstreet Road to the PLACE OF BEGINNING.

EXHIBIT A

FILED 1/19/81 1:16 PM 1981

Filed for Record in
Walker County
On: Aug 28, 2011 at 02:22pm

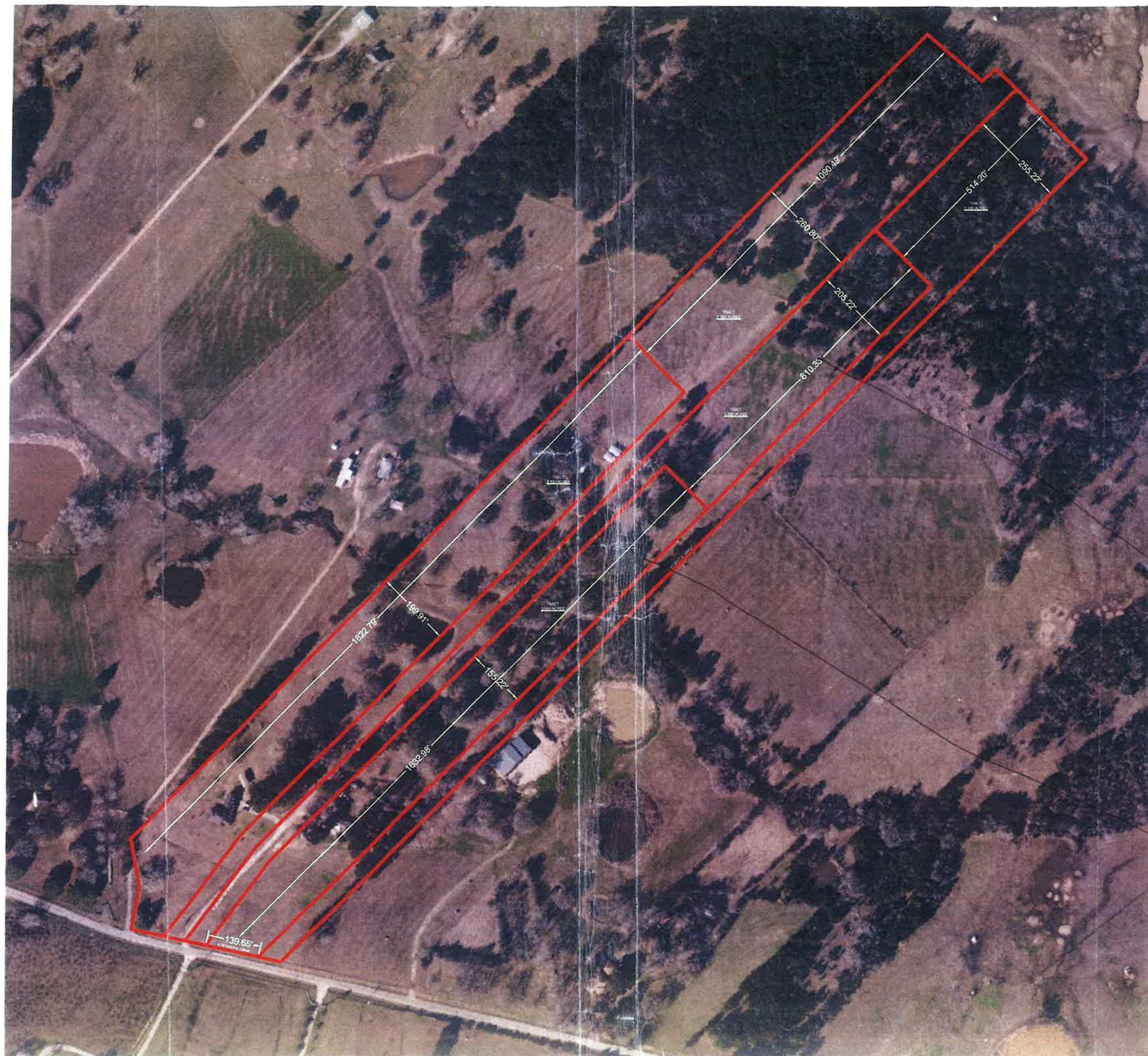
As a
Recordless
Document Number: 00340000
Amount: \$2,000
Percent (Amount / \$1000) =
200
Lori Miller

STATE OF TEXAS
COUNTY OF WALKER
I hereby certify that this instrument was
filed on the 28th day of August, 2011, at
02:22pm, and the same is the original
of the instrument and the same is the
original of the instrument and the same
is the original of the instrument.

2011 08 28 10:10

Notary Public, State of Texas
Lori Miller

A T181MX3



→ 3.014
acres
loses
2.8 acres

→ 3.818
acres
loses 2
acres

→ 5.8
acres

everyone 4.2 usable

VARIANCE REQUEST TO THE FLOODPLAIN MANAGEMENT REGULATIONS OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A - PROPERTY INFORMATION				FOR COUNTY USE ONLY	
A1. Building/Site Owner's Name RONALD A. AND PATRICIA R. SMITH				Permit Number:	
A2. Building/Site Street Address [REDACTED]				Date of Submittal:	
City [REDACTED]		State [REDACTED]		ZIP Code [REDACTED]	
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) WILDLAND SHORES, SECTION 3, BLOCK 1, LOT 8A					
SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION					
(For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)					
B1. NFIP Community Name & Community Number WALKER COUNTY 48042			B2. County Name WALKER COUNTY		B3. State TEXAS
B4. Map/Panel Number 48471 C 300	B5. Suffix D	B6. FIRM Index Date 08/18/2011	B7. FIRM Panel Effective/ Revised Date		B8. Flood Zone(s) A
THE ABOVE NAMED PERMIT APPLICANT DOES HEREBY MAKES AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE CONDITIONS OF PERMIT APPROVAL AND/OR CONSTRUCTIONS STANDARDS REQUIRED BY THE WALKER COUNTY FLOOD PLAIN MANAGEMENT REGULATIONS FOR PROPOSED DEVELOPMENT WITHIN AN IDENTIFIED FLOOD HAZARD AREA RELATED TO THE ABOVE REFERENCED DEVELOPMENT PERMIT APPLICATION.					
SECTION C - BASE FLOOD ELEVATION UTILIZED IN DESIGN					
(If a determination of the base flood elevation has been made, then a copy of a <i>Determination of Base Flood Elevation Form</i> must be submitted and the elevation shown in C1 below should correspond with the elevation that appears in subsection E3 on that form. For large projects subject to varying or multiple flood heights please place an "X" in the box adjacent to D2)					
C1) ☐ The Base Flood Elevation for the proposed location/project is: _____ ft mean sea level. C2) ☐ This project is subject to multiple Base Flood Elevations, the BFE is provided in attached plans/submittals as project overlay, detailed method of determination, drainage plans, and BFE impact summary. C3) ☒ No Base Flood Elevation has been determined for this property					
SECTION D - VARIANCE(S) RELATED TO ELEVATION REQUIREMENTS AND DRY FLOODPROOFING					
Applicant requests a variance to the elevation requirements of Sections 5:02(a), 5:02(b), or 5:02(c) (requiring that new or substantially improved structures be elevated a minimum of twelve (12) inches above the base flood elevation authorization is requested to construct the lowest floor of the listed structure(s) at the elevations listed below. (Elevation must be listed in the same datum used for the base flood elevation listed in Section "C" or if no BFE is provided then listed as a distance to the tenth of a foot above lowest natural grade.					
Description of Structure(s)		Proposed Elevation of lowest floor including basement		Proposed Elevation of Flood Proofing (Non-Residential Structures Only)	
D.1 SINGLE FAMILY HOME (PIER & BEAM)		209.7' MSL			
D.2 ATTACHED GARAGE (CONCRETE SLAB)		207.8' MSL			
D.3					
D.4					

SECTION E - OTHER VARIANCE

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

E.1 A Variance is requested to Section(s) _____ of the Walker County Flood Plain Regulations as follows:

SECTION F - APPLICANT'S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Floodplain Regulations need to be included along with the Section(s) of the Regulation to which they apply)

F.1 Is the variance for new construction or substantial improvement of a structure to be erected on a lot of one-half acre or less in sized contiguous to and surrounded by lots with existing structures constructed below the base flood elevation?

Yes _____

No X

F.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit F.2"):

SEE EXHIBIT F.2

F.3 Will the failure to grant the variance result in any exceptional hardship to the applicant?

Yes X

No _____

If yes please explain below:

① FINANCIAL HARDSHIP IF SALE IS CANCELLED.

② FINANCIAL HARDSHIP IF REQUIRED TO RAISE THE HOUSE TO PERMITTED LEVELS.

F.4 Is the variance requested within a regulatory floodway?

Yes _____

No X

F.5 Will the variance result in increased flood heights, additional threats to public safety, extraordinary public expense, create a nuisance, cause fraud, victimization of the public, or conflict with existing local laws or court orders?

Yes _____

No X

Please provide analysis or explanation below or reference attachments

HOUSE HAS EXISTED 10+ YEARS AND HAS NOT CAUSED ANY OF THE CONDITIONS LISTED ABOVE.

SECTION H - VARIANCE(S) GRANTED

(All design elevations shall be given in the same elevation datum used for the elevation in section D1)

H.1 A VARIANCE TO THE WALKER COUNTY FLOOD PLAIN REGULATIONS IS GRANTED AS FOLLOWS:

H.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE IN ADDITION TO THE REQUIREMENTS OF THE DEVELOPMENT PERMIT AND ANY REQUIREMENTS OF THE FLOOD PLAIN MANAGEMENT REGULATIONS:

SECTION J - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS**NOTICE**

ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE VARIANCES STATED HERE AND OTHER CONDITIONS STATED ON THE DEVELOPMENT PERMIT. ANY VARIATION WILL RESULT IN IMMEDIATE SUSPENSION OF THIS VARIANCE AND THE DEVELOPMENT PERMIT. FLAGRANT VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY RESULT IN THE COMMISSIONER'S COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.

WARNING

THE GRANTING OF A VARIANCE IS LIMITED TO THE PERMITTING STANDARDS AND LOCAL REGULATORY STANDARD ONLY. IT IS NOT A VARIANCE FROM THE REQUIREMENT TO PURCHASE FLOOD INSURANCE. **PREMIUMS FOR FLOOD INSURANCE COVERAGE FOR THE STRUCTURE WILL INCREASE** AS A RESULT OF CONSTRUCTING THE FIRST FLOOR BELOW THE LEVEL OF THE BASE FLOOD, AND MAY INCREASE AS A RESULT OF OTHER VARIANCES GRANTED. **LOWERING THE FIRST FLOOR BELOW THE BASE FLOOD ELEVATION MAY INCREASE THE POTENTIAL FOR FLOOD DAMAGE AND LOSS OF LIFE.** THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN ADJASCENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS.

DISCLAIMER

THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE **NOT LIABLE FOR DAMAGES OR LOSS OF LIFE RESULTING FROM FLOODING OF THE PROPERTY FOR WHICH A PERMIT OR VARIANCE IS GRANTED.**

I, _____, do hereby acknowledge that I have reviewed the provisions, warnings, notices, and disclaimers stated above and that I understand them agree with them and intend to comply fully with them. I also acknowledge that my flood insurance costs will increase and flood damage potential to any structure or property subject to this variance will increase. I am fully aware that Walker County is not liable for damages to my property or structure, and that I accept full responsibility for the risks associated with this variance. I also certify that in the event I sell this property or structure in the future, that I will give notice of the variance to the purchaser prior to sale.

Signature of Owner/Applicant

Date

SECTION I - ACTION ON VARIANCE BY COMMISSIONER'S COURT

After careful consideration of the reasons for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Flood Plain Management Regulations to _____ this request for variance.

Commissioner's Court Signature

Printed Name

Date

Exhibit F.2
Variance Request
Ronald A. and Patricia A. Smith
16 Wildwood Lake Drive
Huntsville, Texas 77340

This Variance is being requested due to the pending sale of this property, and to close out the original Permit # 2013-0203.

The need for a variance arises from a difference of technology and tools used by surveyors to determine actual elevations above Mean Sea Level in 2014 versus 2024.

In 2014, when the forms had been set for the concrete foundation of the garage, the technology used involved using a transit to take a reading of the top of the water. Then, the level was determined by the Corp of Engineers' hourly website posting of the water level. That water level was taken at the Lake Conroe Dam, approximately 20 miles away. The water level at the dam is not always the same as it is in Wildwood Shores. Various conditions can affect the accuracy of the level so far away, such as wind, or an influx of rainwater coming into the lake.

See Exhibit F.2a, the Elevation and Form Survey taken to verify our garage would be above the permitted elevation. Note the elevation shown for the top of form is 208.64' – 208.66' above mean sea level.

See Exhibit F.2b, Elevation Certificate from November 2024. The difference between the Garage elevation and the finish floor of the House is 1.9'. So, according to the original survey, that would make the finish floor of the House 210.54' above mean sea level. That was our intent, and according to the elevation survey provided by a registered professional surveyor, that was what we should've had.

Now, the use of GPS satellite technology has made determining elevations much easier, and more accurate. I submit that if we had used the old method, we would not be having to request this variance. I also submit that if checked by today's method, my neighbors' houses, which were all completed before ours, would also be found to be below the required 210' elevation.

May 2, 2024 our home received 18" of flood water. Our neighbors at 6, 14, and 22 Wildwood Lake Drive all told me they had the same level of flood water in their homes.

EXHIBIT F.2a
p.1

ACTUAL BOUNDARY
IS A CURVE

found 1/2" IR
203.73

N 20°25'53" W 86.35'

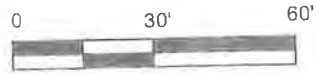
found 1/2" IR
203.25

N 83°55'12" E 182.28'

5' BL OFFSET

staked pier
locations

S 72°17'51" W 171.67'



BENCHMARK ELEV.
IRON ROD AT CNR.
207.887

ACTUAL BOUNDARY
IS A CURVE

found 1/2" IR
207.425

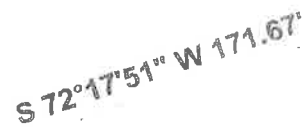


RON SMITH ELEVATION and FORM SURVEY
LOT 8 BLOCK 1 SECTION 3
WILDWOOD SHORES
WALKER COUNTY
STARR SURVEYING
TEXAS LICENSED SURVEYING FIRM NO. 10193754
1021 12th. Street Suite 4B
Huntsville Texas 77340
936-662-0077
DRWN: HSM DATE: 3/10/2014 APPD: GBH

I, GERALD B. HARRIS, JR. DO HEREBY CERTIFY THAT THIS DRAWING REPRESENTS A SURVEY
MADE ON THE GROUND OF THE PROPERTY DESCRIBED AND THAT ALL ELEVATIONS ARE
ACCURATE AND AS SHOWN. THE FORMS CONSTRUCTED RESULT IN CONCRETE
STRUCTURES THAT FALL WITHIN BUILDING SETBACK LINES.

Gerald B. Harris, Jr. 3914 3/11/14
Gerald B. Harris, Jr. Date

Per 2



find 1/2" IR
207.425

RON SMITH ELEV and FORM SURV

ELEVATION CERTIFICATE

Important: Follow the instructions on pages 1-9.

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

SECTION A - PROPERTY INFORMATION					FOR INSURANCE COMPANY USE	
A1. Building Owner's Name Ronald A. and Patricia A. Smith					Policy Number:	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. [REDACTED]					Company NAIC Number:	
City [REDACTED]		State [REDACTED]		ZIP Code [REDACTED]		
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) WILDWOOD Shores, Section 3, Block 1, Lot 8A						
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) Residential						
A5. Latitude/Longitude: Lat. 30°33'25" N Long. -95°37'04" W Horizontal Datum: ☐ NAD 1927 ☒ NAD 1983						
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.						
A7. Building Diagram Number 1B						
A8. For a building with a crawlspace or enclosure(s):						
a) Square footage of crawlspace or enclosure(s) _____ sq ft						
b) Number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade _____						
c) Total net area of flood openings in A8.b _____ sq in						
d) Engineered flood openings? ☐ Yes ☐ No						
A9. For a building with an attached garage:						
a) Square footage of attached garage _____ sq ft						
b) Number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade _____						
c) Total net area of flood openings in A9.b _____ sq in						
d) Engineered flood openings? ☐ Yes ☒ No						
SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION						
B1. NFIP Community Name & Community Number Walker County 481042			B2. County Name Walker County		B3. State Texas ☒	
B4. Map/Panel Number 48471 C 300	B5. Suffix D	B6. FIRM Index Date 08/18/2011	B7. FIRM Panel Effective/ Revised Date	B8. Flood Zone(s) A	B9. Base Flood Elevation(s) (Zone AO, use Base Flood Depth) None on FIRM panel	
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in item B9: ☐ FIS Profile ☒ FIRM ☐ Community Determined ☐ Other Source: _____						
B11. Indicate elevation datum used for BFE in item B9: ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other Source: _____						
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? ☐ Yes ☒ No Designation Date: _____ ☐ CBRS ☐ OPA						

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.		FOR INSURANCE COMPANY USE	
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.		Policy Number:	
City	State 	ZIP Code 	
SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)			
C1. Building elevations are based on: ☐ Construction Drawings* ☐ Building Under Construction* ☒ Finished Construction *A new Elevation Certificate will be required when construction of the building is complete.			
C2. Elevations – Zones A1–A30, AE, AH, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO. Complete Items C2.a–h below according to the building diagram specified in Item A7. In Puerto Rico only, enter meters. Benchmark Utilized: <u>GPS observations</u> Vertical Datum: <u>NAVD 88</u>			
Indicate elevation datum used for the elevations in items a) through h) below. ☐ NGVD 1929 ☒ NAVD 1988 ☐ Other/Source: _____			
Datum used for building elevations must be the same as that used for the BFE.			
		Check the measurement used,	
a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	<u>209.7</u>	☒ feet	☐ meters
b) Top of the next higher floor	_____	☐ feet	☐ meters
c) Bottom of the lowest horizontal structural member (V Zones only)	_____	☐ feet	☐ meters
d) Attached garage (top of slab)	<u>207.8</u>	☒ feet	☐ meters
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	<u>210.5</u>	☒ feet	☐ meters
f) Lowest adjacent (finished) grade next to building (LAG)	<u>205.4</u>	☒ feet	☐ meters
g) Highest adjacent (finished) grade next to building (HAG)	<u>207.5</u>	☒ feet	☐ meters
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	<u>205.5</u>	☒ feet	☐ meters
SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION			
This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.			
Were latitude and longitude in Section A provided by a licensed land surveyor? ☐ Yes ☐ No ☐ Check here if attachments.			
Certifier's Name Joe A. Fuller	License Number Texas RPLS 4066		
Title Registered Professional Land Surveyor			
Company Name Fuller and Associates			
Address P. O. Box 1783			
City Huntsville	State Texas	ZIP Code 77342	
Signature 	Date 09/26/2024	Telephone 936-295-8330	Ext.
Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.			
Comments (including type of equipment and location, per C2(e), if applicable) 6.2 (e). machinery is A/C unit on concrete pad			

ELEVATION CERTIFICATE

IMPORTANT: In these spaces, copy the corresponding information from Section A.			FOR INSURANCE COMPANY USE	
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.			Policy Number:	
City	State	ZIP Code	Company NAIC Number	
SECTION E – BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)				
For Zones AO and A (without BFE), complete Items E1–E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B, and C. For Items E1–E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters. E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG). a) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG. b) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ ☐ feet ☐ meters ☐ above or ☐ below the LAG. E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of instructions), the next higher floor (elevation C2.b in the diagrams) of the building is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG. E3. Attached garage (top of slab) is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG. E4. Top of platform of machinery and/or equipment servicing the building is _____ ☐ feet ☐ meters ☐ above or ☐ below the HAG. E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? ☐ Yes ☐ No ☐ Unknown. The local official must certify this information in Section G.				
SECTION F – PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION				
The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge. Property Owner or Owner's Authorized Representative's Name _____				
Address	City	State	ZIP Code	
Signature	Date	Telephone		
Comments				
☐ Check here if attachments.				

EXHIBIT F, 2b pg 4

OMB No. 1660-0008
Expiration Date: November 30, 2022

ELEVATION CERTIFICATE

IMPORTANT: In these spaces, copy the corresponding information from Section A.		FOR INSURANCE COMPANY USE
Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.		Policy Number:
City	State	Company NAIC Number
	ZIP Code	

SECTION G – COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8–G10. In Puerto Rico only, enter meters.

- G1. ☐ The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
- G2. ☐ A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.
- G3. ☐ The following information (Items G4–G10) is provided for community floodplain management purposes.

G4. Permit Number	G5. Date Permit Issued	G6. Date Certificate of Compliance/Occupancy Issued
G7. This permit has been issued for: ☐ New Construction ☐ Substantial Improvement G8. Elevation of as-built lowest floor (including basement) of the building: _____ ☐ feet ☐ meters Datum _____ G9. BFE or (in Zone AO) depth of flooding at the building site: _____ ☐ feet ☐ meters Datum _____ G10. Community's design flood elevation: _____ ☐ feet ☐ meters Datum _____		

Local Official's Name	Title
Community Name	Telephone
Signature	Date

Comments (including type of equipment and location, per C2(e), if applicable)

☐ Check here if attachments.

ELEVATION CERTIFICATE

BUILDING PHOTOGRAPHS

See Instructions for Item A6.

EXHIBIT F-2 bpg 5

OMB No. 1860-0008

Expiration Date: November 30, 2022

IMPORTANT: In these spaces, copy the corresponding information from Section A.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.

FOR INSURANCE COMPANY USE

Policy Number:

City

State

ZIP Code

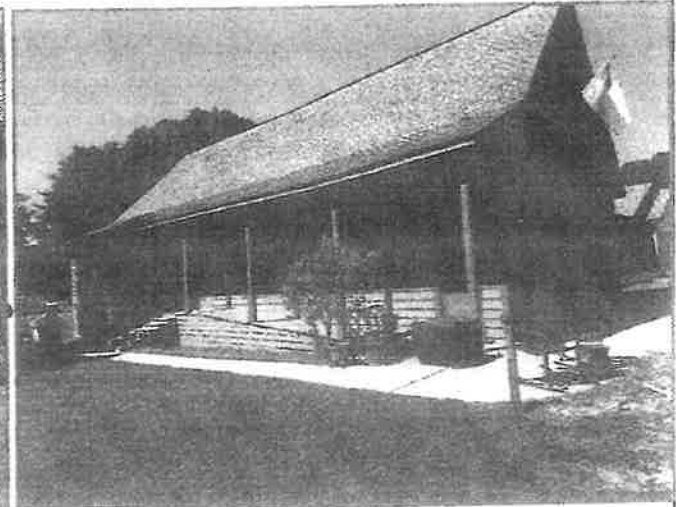


Company NAIC Number

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least 2 building photographs below according to the instructions for Item A6. Identify all photographs with date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." When applicable, photographs must show the foundation with representative examples of the flood openings or vents, as indicated in Section A8. If submitting more photographs than will fit on this page, use the Continuation Page.



FRONT VIEW



LEFT FRONT VIEW

Photo One

Photo One Caption



REAR VIEW

Photo Two

Photo Two Caption

VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Name <i>Shannon Ferguson</i>		Application Number: <i>P# 2025-021</i>
A2. Property Owner's Street Address <i>[REDACTED]</i>		Date of Submittal:
City <i>[REDACTED]</i>	State <i>[REDACTED]</i>	ZIP Code <i>[REDACTED]</i>
A3. Property Owner's Email Address <i>[REDACTED]</i>	A4. Property Owner's Telephone Number <i>[REDACTED]</i>	
A5. Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) <i>Hodge WM (a-26) Tract 3.7 acres 40.274</i>		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT (For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1. Survey and Abstract <i>Hodge WM (a-26)</i>	B2. Tax ID Number(s) of Parent Tract <i>12807</i>	B3. Deed Volume/Page <i>105746 2/11/2025</i>
B4. Existing or Proposed Name of Subdivision <i>Ferguson Place Section 1</i>	B5. Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) <i>no</i>	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS Please list any supporting documents or submittals included with the variance request as attachments.		
Description of Attachment(s)		Exhibit #
C.1 <i>Bluebonnet Groundwater Letter</i>		<i>A</i>
C.2 <i>Cover letter and tract history</i>		<i>B</i>
C.3 <i>aerial</i>		<i>C</i>
C.4		

SECTION D - VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

D.1 A Variance is requested to Section(s) 3.36 WCSR / 232.0032 WCC of the Subdivision Regulations of Walker County, Texas as follows:

APPLICANT REQUESTS THAT THE COMMISSIONERS COURT WAVE THE
REQUIREMENT FOR THE GROUNDWATER REPORT REQUIRED BY
SECTION 3.36 WCSR AND 232.0032 WCC BASED ON THE SUBDIVISION
INCLUDING ONLY 2 TRACTS AND EVIDENCE SUPPLIED HEREIN.

SECTION E - APPLICANT'S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes _____ No NO

If "Yes" the request should be accompanied by an engineer's opinion and justification for the variance.

E.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit E.2"):

see cover letter

E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes ✓ No _____

If yes please explain below:

We have a forty acre tract of land used as a primary
residence with millions of dollars of improvements. We are
trying to cut out and sell two acres with a standalone house
that adds no value to the parent tract and needs to be

E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted? submittal

Yes _____ No _____ Please list the additional measures below.

SECTION F –VARIANCE(S) GRANTED

F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS:

F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE:

SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS

NOTICE

ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.

WARNING

THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS.

DISCLAIMER

THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE NOT LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT.

I, Shannon Ferguson, do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them.

Signature of Owner/Applicant



Date

8/14/2025

SECTION H - ACTION ON VARIANCE BY COMMISSIONER'S COURT

After careful consideration of the reason(s) for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance.

Commissioner's Court Signature

Printed Name

Date

Signature of Owner/Applicant acknowledging conditions after court action.

Date

Shannon Ferguson

5044 SH 30 W

Huntsville, 77320

Dear Honorable commissioners court. My name is Shannon Ferguson and I have been a resident of Walker County, Texas for many years. My husband and I resided at our home on Highway 30 until his death several years back. Recently I have begun taking steps to clean up my property and cut down on my maintenance.

I have 40.148 acres on this property. It includes my homestead and other improvements as well as a smaller house we built for Bill's (my husband) mom in 1992. This home is located on the south east corner of the property. I have my primary home along with multiple other improvements on the property, so this home no longer adds to the property in my opinion and has been a maintenance issue for me. Because of this I decided I wanted to carve out this home and two acres from my 40.148 acres.

The home and subdivision in question has been a standalone house since 1992. It has a TX-Dot approved driveway and a mailbox that tenants have gotten mail for many years. It has its own water well that has been there since 1992 as well as its own septic system and separate electric account. It is for all purposes a standalone property. We have a buyer for this property, he is a young man with a wife and child, is getting an FHA loan and will be using this house for this primary residence, there will be no commercial applications on this property to my knowledge.

Furthermore, I have no desire to further subdivide my remaining acreage. If this subdivision is approved, I will have 38.148 acres remaining with a home, guest house and other outbuildings where I reside. It will remain agricultural along with being my primary residence. I am simply wanting to cut out this 1992 home along with two acres. I have attached a plat map to this as well as a letter from the Bluebonnet Groundwater Conservation District as backup. On the map you can see that the property is fully fenced, it has its own driveway and beautiful stone entrance and that there is ample road frontage in between my driveway on my remaining acreage and the entrance to the two-acre property in question. The well has recently been inspected, has proper water pressure and is functioning as intended.

I am asking for two variances, as well as plat approval, and please forgive me on any technicalities in this paragraph. We are asking that you allow us to subdivide this property using the current well and the letter from Bluebonnet to suffice for any groundwater documentation needed, and you allow us to not have to name my remaining acreage as lot 2. I am not trying to create two lots in this subdivision, but just carve out this two-acre tract and leave my 38 acres and primary residence intact. I humbly submit this letter and ask that you please help me speed

this process along and approve this plat so that we can get this young man moved in my home and continue doing business. I sincerely appreciate your time and commitment to this matter. For any questions about this, you can reach out to me directly at [REDACTED] or my designated agent Jon Strong at [REDACTED]

Sincerely

Shannon Ferguson



PROJECT 38734 SALES MAP
FIELD DATE 12-03-2024

TEXAS PROFESSIONAL SURVEYING
3032 N. Frazier, Conroe, Texas 77303
Ph: 936.756.7447 Fax: 936.756.7448
www.surveyingtexas.com
Firm No. 10083400

SALES MAP



PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Bluebonnet Groundwater Conservation District
1903 Dove Crossing Lane, Suite A
P.O. Box 269
Navasota, Texas 77868-0269
Phone: 936 825-7303 Fax: 936 825-7331
www.bluebonnetgroundwater.org



August 12, 2025

Walker County Commissioner's Court
c/o Andy Isbell, Director of Planning and Development
Walker County Planning and Development
1313 University Avenue
Huntsville, Texas 77340

RE: Shannon Ferguson Subdivision, Section One, Walker County, Texas and No Objection Letter of Receipt and Comment from the District.

Dear Judge Christian, Commissioners, and Mr. Isbell:

The Bluebonnet Groundwater Conservation District (District) received the Shannon Ferguson Subdivision, Section One, Walker County, Texas from Ms. Lulu Walker on August 11, 2025. The District has received no communications or requests from Walker County related to Shannon Ferguson Subdivision, Section One, Walker County, Texas. The District understands Walker County requires a "no objection letter" from the District regarding groundwater availability certifications of subdivisions. The District remains unclear on the exact processes, requirements, and approach Walker County employs or what is being requested of the District.

Ms. Walker submitted the Shannon Ferguson Subdivision, Section One, Walker County, Texas (Ferguson Documents) documentation and requested a Walker County required satisfactory letter from the District on January 13, 2025. The District reviewed the submissions for accuracy and completeness of thought and reasoning related to the provided information and site description. The approach and documentation state this is for the severance of 2.00 acres which includes an existing residence and groundwater supply well.

The review of the Ferguson Documents state there is an existing private water supply on site demonstrating available water supply for the 2.00 acres. In review of the location of the 2.00 acres, the area is within the Walker County Special Utility District Certificate of Convenience and Necessity service area. Though there are no current water lines extending to the 2.00-acre property described, there is a reliable likelihood, should the property need to seek public supply in the future, Walker County Special Utility District would be the primary and initial contact for services.

The District is greatly perplexed by the submission of this subdivision and its noted requirement to provide documentation from the District for a single 2.00-acre tract of land. The District continues to maintain, unequivocally, the District has no authority related to groundwater availability certifications and whatever this requested requirement of the developer by the County is. The District provides technical information and advice to the County, at its request, which has responsibility for such approvals. Walker County rules and actions dictate this process and the allowance of an alternate process from their Subdivision Regulations though

the District's role and the process for requesting review remain ambiguous at best. The District does not support being and should not be used as an impediment to the County processes or approvals. If the District can provide a service, specifically and directly requested from the County, we are happy to assist however we can. Continuing to be positioned as a roadblock between developers and the County is not desirable or beneficial to any party involved.

The documentation provides there is an existing groundwater well on-site supplying water to the single residence within the 2.00 acres in the proposed subdivision. The District does not disagree with the documentation provided and has no objection to the County's decisions as the express authority in this situation.

We are here to assist you in any way that we can. We greatly appreciate you and all that you do. We look forward to working with you in the years to come. If you have any questions, or need additional information or assistance, please do not hesitate to contact us.

Many thanks,

Zach Holland
General Manager
zholland@bluebonnetgroundwater.org

VARIANCE REQUEST TO THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS

Copy all pages of this form and all attachments for (1) community official, (2) building owner.
If any section is not applicable to the proposed development project please mark that section "NA"

SECTION A – PROPERTY INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Name <i>Shannon Ferguson</i>		Application Number: <i>P#2025-021</i>
A2. Property Owner's Street Address <i>[REDACTED]</i>		Date of Submittal:
City <i>[REDACTED]</i>	State <i>[REDACTED]</i>	ZIP Code <i>[REDACTED]</i>
A3. Property Owner's Email Address <i>[REDACTED]</i>	A4. Property Owner's Telephone Number <i>[REDACTED]</i>	
A5. Property Description of Parent Tract (Lot and Block Numbers, Legal Description, etc.) <i>Hodge WM (A-28) Tract 3.7 acres 40.274</i>		
SECTION B – INFORMATION FOR PROPOSED SUBDIVISION TRACT		
(For projects involving multiple map panels an additional sheet may be listed below or included in an additional attachment)		
B1. Survey and Abstract <i>Hodge WM (A-28)</i>	B2. Tax ID Number(s) of Parent Tract <i>12807</i>	B3. Deed Volume/Page <i>105796 2/11/2025</i>
B4. Existing or Proposed Name of Subdivision <i>Ferguson Place Section I</i>	B5. Is the application for a division of a lot in an Existing Platted Subdivision? (Yes/No) <i>NO</i>	
THE ABOVE NAMED APPLICANT DOES HEREBY MAKE AN APPEAL TO THE COMMISSIONER'S COURT OF WALKER COUNTY FOR A VARIANCE TO THE REGULATORY REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF WALKER COUNTY, TEXAS.		
SECTION C – LIST OF ATTACHMENTS		
Please list any supporting documents or submittals included with the variance request as attachments.		
Description of Attachment(s)		Exhibit #
C.1	<i>Bluebonnet Groundwater Letter</i>	<i>A</i>
C.2	<i>Cover letter + tract history</i>	<i>B</i>
C.3	<i>aerial plat</i>	<i>C</i>
C.4		

SECTION D -VARIANCE REQUEST

(All Variance requests need to include the specific variance along with the Section(s) of the Regulation to which they apply)

D.1 A Variance is requested to Section(s) 4.9 of the Subdivision Regulations of Walker County, Texas as follows:

APPLICANT REQUESTS THAT THE PLAT BE ALLOWED TO EXCLUDE
THE APPROXIMATE 38,148 AC PORTION OF THE ORIGINAL PARENT
TRACT AS A REMAINDER AND ONLY INCLUDE THE APPROXIMATE
200 AC TRACT BEING DIVIDED OUT WITHIN THE PLAT BOUNDARY.

SECTION E - APPLICANT'S JUSTIFICATION AND PRESENTATION FACTORS EFFECTING VARIANCE

(All variance requests to the Walker County Subdivision Regulations need to be included along with the Section(s) of the Regulation to which they apply)

E.1 Is the variance related to the design or construction of improvements to be constructed within the subdivision?
Yes _____ No NO

If "Yes" the request should be accompanied by an engineer's opinion and justification for the variance.

E.2 Please explain the cause or reason the variance is being requested (attach additional pages as "Exhibit E.2"):

See cover letter

E.3 Will the failure to grant the variance requested result in any exceptional hardship to the applicant?

Yes ✓ No _____

If yes please explain below:

we have a forty acre tract of land used as a primary residence
with millions of dollars of improvements. We are trying to cut
out and sell two acres with a stand alone home that adds no
value to the parent tract and needs to be subdivided

E.4 Does the applicant propose any additional conditions, mitigation, or additional requirements not addressed within the Walker County Subdivision Regulations that will or have been met by the applicant as a condition of the variance being granted?

Yes _____ No _____ Please list the additional measures below.

SECTION F –VARIANCE(S) GRANTED

F.1 A VARIANCE TO THE WALKER COUNTY SUBDIVISION REGULATIONS IS GRANTED AS FOLLOWS:

F.2 THE FOLLOWING CONDITIONS ARE ATTACHED TO THE VARIANCE:

SECTION G - NOTICE, ACKNOWLEDGEMENT, AND CERTIFICATIONS

NOTICE

ALL DEVELOPMENT MUST BE IN STRICT COMPLIANCE WITH THE CONDITIONS STATED HEREIN AND ANY OTHER CONDITIONS STATED WITHIN THE APPLICATION OR DURING THE PRESENTATION TO COMMISSIONERS COURT. ANY VARIATION MAY RESULT IN THE IMMEDIATE SUSPENSION OR CANCELLATION OF THIS VARIANCE. VIOLATION OF THE CONDITIONS OF THIS VARIANCE MAY ALSO RESULT IN THE COMMISSIONERS COURT SEEKING INJUNCTIVE RELIEF, CIVIL, OR CRIMINAL PENALTIES.

WARNING

THE APPLICANT ACKNOWLEDGES THAT HE/SHE IS RESPONSIBLE TO ENSURE THAT ANY VARIANCE DOES NOT DAMAGE OR THREATEN THE PUBLIC OR ADJACENT PROPERTIES AND COMPLIES WITH LOCAL, STATE, AND FEDERAL REGULATIONS.

DISCLAIMER

THE COMMISSIONER'S COURT OF WALKER COUNTY AND ANY OFFICER OR EMPLOYEE OF WALKER COUNTY ARE **NOT** LIABLE FOR DAMAGES OR LOSS RESULTING FROM THE GRANTING OF THIS VARIANCE. THIS VARIANCE IS GRANTED IN RELIANCE UPON THE STATEMENTS AND EVIDENCE SUPPLIED BY THE APPLICANT AND HIS/HER AGENTS IN THE APPLICATION AND PRESENTATION TO COMMISSIONERS COURT.

I, Shannon Ferguson, do hereby acknowledge that I have reviewed the provisions, notices, warnings and disclaimers stated above and that I understand them, agree with them and intend to fully comply with them.

Signature of Owner/Applicant

Date



8/14/2025

SECTION H – ACTION ON VARIANCE BY COMMISSIONER'S COURT

After careful consideration of the reason(s) for the request of variance, the Commissioner's Court of Walker County, Texas has determined that it is within the scope of the variance procedures as outlined in the Walker County Subdivision Regulations to _____ this request for variance.

Commissioner's Court Signature

Printed Name

Date

Signature of Owner/Applicant acknowledging conditions after court action.

Date

Shannon Ferguson

5044 SH 30 W

Huntsville, 77320

Dear Honorable commissioners court. My name is Shannon Ferguson and I have been a resident of Walker County, Texas for many years. My husband and I resided at our home on Highway 30 until his death several years back. Recently I have begun taking steps to clean up my property and cut down on my maintenance.

I have 40.148 acres on this property. It includes my homestead and other improvements as well as a smaller house we built for Bill's (my husband) mom in 1992. This home is located on the south east corner of the property. I have my primary home along with multiple other improvements on the property, so this home no longer adds to the property in my opinion and has been a maintenance issue for me. Because of this I decided I wanted to carve out this home and two acres from my 40.148 acres.

The home and subdivision in question has been a standalone house since 1992. It has a TX-Dot approved driveway and a mailbox that tenants have gotten mail for many years. It has its own water well that has been there since 1992 as well as its own septic system and separate electric account. It is for all purposes a standalone property. We have a buyer for this property, he is a young man with a wife and child, is getting an FHA loan and will be using this house for this primary residence, there will be no commercial applications on this property to my knowledge.

Furthermore, I have no desire to further subdivide my remaining acreage. If this subdivision is approved, I will have 38.148 acres remaining with a home, guest house and other outbuildings where I reside. It will remain agricultural along with being my primary residence. I am simply wanting to cut out this 1992 home along with two acres. I have attached a plat map to this as well as a letter from the Bluebonnet Groundwater Conservation District as backup. On the map you can see that the property is fully fenced, it has its own driveway and beautiful stone entrance and that there is ample road frontage in between my driveway on my remaining acreage and the entrance to the two-acre property in question. The well has recently been inspected, has proper water pressure and is functioning as intended.

I am asking for two variances, as well as plat approval, and please forgive me on any technicalities in this paragraph. We are asking that you allow us to subdivide this property using the current well and the letter from Bluebonnet to suffice for any groundwater documentation needed, and you allow us to not have to name my remaining acreage as lot 2. I am not trying to create two lots in this subdivision, but just carve out this two-acre tract and leave my 38 acres and primary residence intact. I humbly submit this letter and ask that you please help me speed

this process along and approve this plat so that we can get this young man moved in my home and continue doing business. I sincerely appreciate your time and commitment to this matter. For any questions about this, you can reach out to me directly at [REDACTED] or my designated agent Jon Strong at [REDACTED]

Sincerely

Shannon Ferguson



PROJECT 38734 SALES MAP
FIELD DATE 12-03-2024

TEXAS PROFESSIONAL SURVEYING
TPS
3032 N. Frazier, Conroe, Texas 77303
Ph: 936.756.7447 Fax 936.756.7448
www.surveyingtexas.com
Firm No. 10083400

SALES MAP



PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

Bluebonnet Groundwater Conservation District
1903 Dove Crossing Lane, Suite A
P.O. Box 269
Navasota, Texas 77868-0269
Phone: 936 825-7303 Fax: 936 825-7331
www.bluebonnetgroundwater.org



August 12, 2025

Walker County Commissioner's Court
c/o Andy Isbell, Director of Planning and Development
Walker County Planning and Development
1313 University Avenue
Huntsville, Texas 77340

RE: Shannon Ferguson Subdivision, Section One, Walker County, Texas and No Objection Letter of Receipt and Comment from the District.

Dear Judge Christian, Commissioners, and Mr. Isbell:

The Bluebonnet Groundwater Conservation District (District) received the Shannon Ferguson Subdivision, Section One, Walker County, Texas from Ms. Lulu Walker on August 11, 2025. The District has received no communications or requests from Walker County related to Shannon Ferguson Subdivision, Section One, Walker County, Texas. The District understands Walker County requires a "no objection letter" from the District regarding groundwater availability certifications of subdivisions. The District remains unclear on the exact processes, requirements, and approach Walker County employs or what is being requested of the District.

Ms. Walker submitted the Shannon Ferguson Subdivision, Section One, Walker County, Texas (Ferguson Documents) documentation and requested a Walker County required satisfactory letter from the District on January 13, 2025. The District reviewed the submissions for accuracy and completeness of thought and reasoning related to the provided information and site description. The approach and documentation state this is for the severance of 2.00 acres which includes an existing residence and groundwater supply well.

The review of the Ferguson Documents state there is an existing private water supply on site demonstrating available water supply for the 2.00 acres. In review of the location of the 2.00 acres, the area is within the Walker County Special Utility District Certificate of Convenience and Necessity service area. Though there are no current water lines extending to the 2.00-acre property described, there is a reliable likelihood, should the property need to seek public supply in the future, Walker County Special Utility District would be the primary and initial contact for services.

The District is greatly perplexed by the submission of this subdivision and its noted requirement to provide documentation from the District for a single 2.00-acre tract of land. The District continues to maintain, unequivocally, the District has no authority related to groundwater availability certifications and whatever this requested requirement of the developer by the County is. The District provides technical information and advice to the County, at its request, which has responsibility for such approvals. Walker County rules and actions dictate this process and the allowance of an alternate process from their Subdivision Regulations though

the District's role and the process for requesting review remain ambiguous at best. The District does not support being and should not be used as an impediment to the County processes or approvals. If the District can provide a service, specifically and directly requested from the County, we are happy to assist however we can. Continuing to be positioned as a roadblock between developers and the County is not desirable or beneficial to any party involved.

The documentation provides there is an existing groundwater well on-site supplying water to the single residence within the 2.00 acres in the proposed subdivision. The District does not disagree with the documentation provided and has no objection to the County's decisions as the express authority in this situation.

We are here to assist you in any way that we can. We greatly appreciate you and all that you do. We look forward to working with you in the years to come. If you have any questions, or need additional information or assistance, please do not hesitate to contact us.

Many thanks,

Zach Holland
General Manager
zholland@bluebonnetgroundwater.org

WALKER COUNTY PLAT APPLICATION

If any section is not applicable to the proposed development project please mark that section "NA"
All references to the Walker County Subdivision Regulations will be abbreviated WCSR in this document.

SECTION A – OWNER / APPLICANT INFORMATION		FOR COUNTY USE ONLY
A1. Property Owner's Last Name FURGUSON	A2. Property Owner's First Name SHANNON	Application Number: P-2025-021
A3. Mailing Address [REDACTED]		Date of Submittal: 7-17-25
		Precinct Number: 2
City [REDACTED]	State [REDACTED]	ZIP Code [REDACTED]
A4. Primary Telephone Number [REDACTED]	A5. Alternate Phone Number	
A6. Email Address [REDACTED]	A7. Name of Lienholder (If no lienholder mark "None") NONE	
SECTION B – PROFESSIONAL SERVICES		
Owner shall provide the names of the Professional Engineer, Registered Professional Land Surveyor, and any Authorized Representative for the Plat Application. By including the information of an Authorized Representative on the application the Owner/Applicant agrees that this individual is given authority to sign for, submit, receive, and make any decisions related to the submitted application on behalf of the owner. In the case that the owner wishes to retract this authority, the Owner/Applicant shall submit this retraction in writing to the Planning and Development Office. If no Authorized Representative is named then all communications related to the project will be submitted to the Owner/Applicant. All correspondence, including but not limited to notices, approvals, disapprovals, and conditions are authorized to be sent to any listed Mailing Address or Electronic Mail account.		
B1. Name of Registered Professional Land Surveyor (R.P.L.S.) TAREN HANKS	B2. Phone Number of R.P.L.S. 936-756-7447	
B3. Email of R.P.L.S. t.hanks@surveyingtexas.com	B4. Mailing Address of R.P.L.S. 3032 N. FRAZIER ST. CONROE, TX 77303	
B5. Name of Professional Engineer NONE	B6. Phone Number of P.E. N/A	
B7. Email of P.E. N/A	B7. Mailing Address of P.E. N/A	
B9. Name of Authorized Representative LULU WALKER	B10. Phone Number of Authorized Representative. 936-756-7447	
B11. Email of Authorized Representative PLATTING@SURVEYINGTEXAS.COM	B12. Mailing Address of Authorized Representative. 3032 N. FRAZIER ST. CONROE, TX 77303	

SECTION C – PARENT TRACT PROPERTY INFORMATION <i>Information for the tract or tracts of land that are the subject of the plat application</i>				
C1. Is the property located within the city limits of Huntsville, New Waverly, or Riverside? (Mark with "X")			*Yes	☒ Yes ☐ No
<i>*If the answer to C1 is "Yes" then the applicant will need to apply to the City having jurisdiction.</i>				
C2. Is the property within two miles of the City of Huntsville? (Mark with "X")			*Yes	☒ Yes ☐ No
<i>*If the answer to C2 is "Yes" then the applicant will need to submit any plat applications to the City of Huntsville.</i>				
C3. Is the property within 1/2 mile of the City of New Waverly? (Mark with "X")			Yes	☒ Yes ☐ No
<i>The Abstract, Tract #, and Survey Name are generally included in the property description on the deed, the Geographic Id # can be obtained from the Walker County Appraisal District, the Appraisal District Map or the most recent property tax statement issued for the property. If a property is in a platted subdivision items B10 – B13 must be filled out using information from the property deed, if not in a platted subdivision mark these sections "NA"</i>				
C4. Property Acreage	C5. Appraisal Geographic ID #	C6. Survey Name	C7. Abstract #	
37.66	0026-118-0-00300	WILLIAM HODGE	26	
Section C8 – C11 are for Amending Plat and Replat Applications only.				
C8. Subdivision Name		C9. Lot #s	C10. Block #	C11. Section #
FERGUSON PLACE		1	1	1
C12. Deed Record Filing Information for Parent Tract (s) (WCDR and WCOPR are the record sets of the County Clerk - Mark the record set with an "X") If more than one tract please indicate multiple deeds.				
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
2025-105796		☒	Walker County Official Public Records (WCOPR)	
		☐		
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
		☐	Walker County Official Public Records (WCOPR)	
		☐		
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
		☐	Walker County Official Public Records (WCOPR)	
		☐		
Volume / Document #	Page	☐	Walker County Deed Records (WCDR) (Generally before 1986)	
		☐	Walker County Official Public Records (WCOPR)	
		☐		
SECTION D – APPLICATION TYPE <i>Please choose a single application type from the list below and mark with an "X".</i>				
D1. _____ Plat Application (This application is required for all plat applications including improvements <u>or</u> including more than 4 lots)				
D2. X Minor Plat Application (This application is required for minor subdivisions with no proposed infrastructure <u>and</u> 4 or less lots)				
D3. _____ Re-Plat / Amending Plat Application (This application is required to alter or amend a previously platted subdivision)				
D4. _____ Exception Application (This application is required in order to obtain approval for subdivisions excepted from the WCSR)				
SECTION E - REQUEST FOR A GUIDANCE REVIEW The request for a guidance review is only allowable if an application is submitted incomplete. The guidance review is voluntary and must be requested by the owner/applicant below and authorized by the County. This review of the submitted documents prior to a complete application is outside the standard review timelines, however the applicant/ owner may proceed to submit a complete application without awaiting the results of this review. If at any time during the Guidance Review process a completed application is submitted then the Guidance Review will cease, and the incomplete results of the review will not be forwarded to the applicant. Any deficiencies or comments released as part of the guidance review are not to be considered as a final review, but are collected to assist the owner and owner's agents in their efforts to comply with the regulations.				
E1. The Developer/Owner does hereby voluntarily make a request for a "Guidance Review" of the application if the application is found to be incomplete.			Yes, a review is requested	☒ Yes ☐ No, a review is not requested

SECTION F – SUBDIVISION APPLICATION DETAILS

(The # of Proposed Lots shall include any Reserve or Remainders Created by the Subdivision)

F1, Original Acreage 72.89	F2, Original # of Tracts	F3, # of Proposed Lots 1	F4, Proposed Name of Subdivision FERGUSON PLACE

SECTION G – ENGINEERING AND PROPOSED IMPROVEMENTS

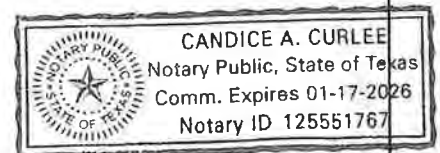
G1. Will the proposed subdivision utilize a public water system?		Yes	☒ No
G2. Will the proposed subdivision utilize individual on-site sewage facilities?	X	Yes	☐ No
G3. Will the proposed subdivision include the construction of road, drainage, or other improvements regulated by the WCSR?		Yes *	☒ No
G4. If the answer to G3 is "Yes" then what is the estimated cost of construction of all regulated improvements?			
G5. If the answer to G3 is "Yes" then what is the approximate length of all proposed roads in linear feet?			
G6. Will the proposed subdivision access from or across a Texas Department of Transportation system road?		Yes	☒ No

SECTION H – CERTIFICATIONS AND ACKNOWLEDGEMENTS

I, the below signed individual, am the legal owner or legal representative of the owner of the property described in this application, and do hereby certify that the information contained in this application is a true and correct under penalty of law. The below signature further represents my understanding, agreement, and acceptance of the following items:

1. Authorization is hereby given to Walker County and its representatives to enter onto the private property described in the application for the purpose of inspection and regulation related to this application and the applicable regulations.
2. I have read and understand the requirements of the Walker County Subdivision Regulations, and understand it is my responsibility to comply with all the requirements therein.
3. The completion and acceptance of this application by Walker County in no way shall be construed as a guarantee that the proposed construction will be approved for installation. This application may be rejected as incomplete for 10 business days after the original submittal of the application at any point without any refund of the application fee. This includes that no refund shall be given for applications submitted incomplete or applications withdrawn. The applicant also recognizes that additional resubmittals, applications, or responses after the initial application may result in a fee increase to the original application fee, and that any increase in the fee must be paid when the additional submittal is submitted.
4. The completion and acceptance of this application is not an authorization to perform any activity. A final approval of the application and approval of the plat for filing must be made in writing prior to any subdivision of property or filing of any plat. I understand that any approvals made related to this application are made subject to the minimum requirements of the Walker County Subdivision Regulations.
5. If no direct variance is granted to the Walker County Subdivision Regulations or other State or Federal requirements then no approval under this application shall be construed to provide a waiver to compliance with those regulations and the Owner/Applicant is still fully responsible for compliance with said regulations.
6. The fee for the subdivision applications may be calculated based on variable factors including cost of construction, number of lots, length of road centerline, and the quantity of revisions, replacement applications, and responses. The initial calculated fee charged at the original submittal may increase during the application timeline if any of these variables change or are calculated in error. Any increase in the fee must be paid as part of any submittal of a revision, replacement, or response to an application.
7. I hereby release, indemnify, and hold harmless Walker County and its employees and agents for any and all claims, costs, or liabilities, expressly including alleged negligence, or for any damages to property or persons arising from the inspection, construction, development, design, or review related to this application or occurring under any permit issued in relation to this application. I understand that I and my agents are completely and wholly responsible for the design and construction of all necessary improvements to local, State, and Federal Standards.
8. I certify that all necessary permits from those Federal, State, or local government agencies (including but not limited to Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334 (Corps of Engineers), Texas Commission on Environmental Quality, Texas Historical Commission, United States Fish and Wildlife (Endangered Species), Texas Water Development Board, TxDOT, and City Approvals, etc.) have been obtained.

Signature <i>Lulu Walker</i>	Date 07/17/2025	Printed Name LULU WALKER
THE STATE OF <u>TEXAS</u> COUNTY OF <u>MONTGOMERY</u>		
Before me <u>Candice Curlee</u> a notary public on this day personally appeared <u>Lulu Walker</u> known to me (or proved to me) to be the person whose name is subscribed to the forgoing instrument and acknowledged to me that he executed the same for purposes and consideration there in expressed.		
Given under my hand and seal of office this <u>17th</u> Day of <u>July</u> , 20 <u>25</u>		



STATE OF TEXAS
COUNTY OF WALKER

KNOW ALL MEN BY THESE PRESENTS

I SHANNON FERGUSON OWNER OF THE CERTAIN TRACT OF LAND SHOWN HEREON AND DESCRIBED 2.000 ACRES OF LAND OUT OF A CALLED 72.89 ACRES AS DESCRIBED IN INSTRUMENT TO WILLIAM FERGUSON AND PAULA FERGUSON, RECORDED IN VOLUME 313 PAGE 273 OF THE DEED RECORDS OF WALKER COUNTY TEXAS AND DO HEREBY STATE THAT THERE ARE NO LIEN HOLDERS OF THE CERTAIN TRACT OF LAND, AND DO HEREBY SUBDIVIDE AND DO HEREBY SUBDIVIDE SAID TRACT AS SHOWN HEREON AND DO HEREBY CONSENT TO ALL PLAT NOTE REQUIREMENTS SHOWN HEREON, AND DO HEREBY FOREVER DEDICATE TO THE PUBLIC THE ROADS ALLEYS RIGHTS-OF-WAY EASEMENTS AND PUBLIC PLACES SHOWN HEREON FOR SUCH PUBLIC PURPOSES AS WALKER COUNTY MAY DEEM APPROPRIATE AND DO HEREBY STATE THAT ALL PUBLIC ROADWAYS AND EASEMENTS AS SHOWN ON THIS PLAT ARE FREE OF LIENS OR THIS DEDICATION IS APPROVED BY A LIENHOLDER THIS SUBDIVISION IS TO BE KNOWN AS FERGUSON PLACE SECTION ONE

TO CERTIFY WHICH WITNESS BY MY HAND THIS DAY OF 20

SHANNON FERGUSON
OWNER

THE STATE OF TEXAS

COUNTY OF

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED SHANNON FERGUSON, OWNERS, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME SHE EXECUTED THE SAME FOR PURPOSES AND CONSIDERATION THEREIN SET FORTH

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS DAY OF 20

SIGNED

NOTARY PUBLIC IN AND FOR COUNTY, TEXAS

MY COMMISSION EXPIRES

STATE OF TEXAS
COUNTY OF WALKER

KNOW ALL MEN BY THESE PRESENTS

BASED UPON A REVIEW OF THE PLAT AND PLANS AS REPRESENTED BY THE SAID ENGINEER OR SURVEYOR, I, THE BELOW SIGNED DESIGN/REVIEW PROFESSIONAL, BEING QUALIFIED TO MAKE SAID DETERMINATION UNDER TEXAS LAW, FIND THAT THIS PLAT COMPLIES WITH THE REQUIREMENTS OF THE WALKER COUNTY ON-SITE SEWAGE FACILITY REGULATIONS, AND TITLE 30 OF THE TEXAS ADMINISTRATIVE CODE, CHAPTER 285, INCLUDING BUT NOT LIMITED TO THE SUITABILITY OF THE PROPOSED LOTS TO ACCOMMODATE ON-SITE SEWAGE FACILITIES WITHIN THE PROPOSED DEVELOPMENT CONSIDERING ALL OF THE REQUIREMENTS OF TITLE 30, 285 TAC AND ANY APPLICABLE LOCAL ORDERS. I ALSO AGREE THAT WALKER COUNTY, ITS AGENTS, AND ASSIGNS BEAR NO RESPONSIBILITY TO ANY MEMBER OF THE PUBLIC FOR INDEPENDENT VERIFICATION OF THE REPRESENTATIONS, FACTUAL OR OTHERWISE, CONTAINED IN THIS PLAT AND THE DOCUMENTS ASSOCIATED WITH IT

JAY CHURCHWELL R S. 2721

I TAREN HANKS, THE BELOW SIGNED TEXAS REGISTERED PROFESSIONAL LAND SURVEYOR, CERTIFY THAT THIS PLAT REPRESENTS A SURVEY MADE ON THE GROUND UNDER MY SUPERVISION AND THAT ALL CORNERS AND MONUMENTS ARE SHOWN HEREON. THIS PLAT WAS PREPARED WITH THE BENEFIT OF A CURRENT TITLE REPORT, AND ALL EXISTING EASEMENTS AND ENCUMBRANCES RELATED TO SAID REPORT ARE SHOWN. FURTHER, I CERTIFY THIS PLAT HAS BEEN PREPARED IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS OF WALKER COUNTY



DATE

STATE OF TEXAS
COUNTY OF WALKER

KNOW TO ALL MEN BY THESE PRESENTS

THE COMMISSIONERS COURT OF WALKER COUNTY TEXAS DOES HEREBY CERTIFY THAT THIS MAP OR PLAT WITH FIELD NOTES HEREON FOR A SUBDIVISION HAVING BEEN FULLY PRESENTED TO THE COMMISSIONERS COURT OF WALKER COUNTY TEXAS, AND BY THE SAID COURT DULY CONSIDERED, WAS ON THIS DAY APPROVED AND THAT THIS PLAT IS AUTHORIZED TO BE REGISTERED AND RECORDED IN THE PROPER RECORDS OF THE COUNTY CLERK OF WALKER COUNTY, TEXAS. THIS CERTIFICATION IS BASED UPON THE REPRESENTATIONS OF THE DEVELOPER/DEVELOPER'S AGENT, ENGINEER, SANITARIAN, AND/OR SURVEYOR WHOSE SEAL(S) AND/OR SIGNATURE(S) ARE AFFIXED HERETO. THIS CERTIFICATION IS MADE SOLELY UPON SUCH REPRESENTATIONS AND SHOULD NOT BE RELIED UPON FOR VERIFICATIONS OF THE FACTS ALLEGED. WALKER COUNTY DISCLAIMS ANY RESPONSIBILITY TO ANY MEMBER OF THE PUBLIC FOR INDEPENDENT VERIFICATION OF THE REPRESENTATIONS, FACTUAL OR OTHERWISE, CONTAINED IN THIS PLAT AND THE DOCUMENTS ASSOCIATED WITH IT.

DANNY KUYKENDALL,
COMMISSIONER PRECINCT 1

RONNIE WHITE
COMMISSIONER PRECINCT 2

COLT CHRISTIAN
COUNTY JUDGE

BILL DAUGETTE
COMMISSIONER PRECINCT 3

BRANDON DECKER
COMMISSIONER PRECINCT 4

VARIANCES NOTICES

VARIANCE TO REMOVE THE REMAINDER TRACT FROM PLATTING

STATUS DATED

VARIANCE TO ACCEPT EXCITING WATER WELL AND BLUEBONNET LETTER

STATUS DATED

OWNER'S RESPONSIBILITIES

IT IS THE RESPONSIBILITY OF THE OWNER, NOT THE COUNTY, TO ASSURE COMPLIANCE WITH THE PROVISIONS OF ALL APPLICABLE STATE, FEDERAL, AND LOCAL LAWS AND REGULATIONS RELATING TO THE PLATTING AND DEVELOPMENT OF THIS PROPERTY

THE COUNTY ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF REPRESENTATIONS BY OTHER PARTIES IN THIS PLAT. FLOODPLAIN DATA, IN PARTICULAR, MAY CHANGE. IT IS FURTHER UNDERSTOOD THAT THE OWNER(S) OF THE TRACT OF LAND COVERED BY THIS PLAT, ITS SUCCESSORS AND/OR ASSIGNS, OR A DESIGNATED PROPERTY OWNER'S ASSOCIATION MUST INSTALL AND MAINTAIN AT THEIR OWN EXPENSE ALL ROADS, STORMWATER MANAGEMENT CONTROLS, TRAFFIC CONTROL DEVICES, AND SIGNAGE THAT MAY BE REQUIRED UNTIL SUCH TIME, IF ANY, SAID INFRASTRUCTURE IN THE SUBDIVISION HAVE BEEN ACCEPTED FOR PUBLIC MAINTENANCE

STATE OF TEXAS
COUNTY OF WALKER

KNOW ALL MEN BY THESE PRESENTS

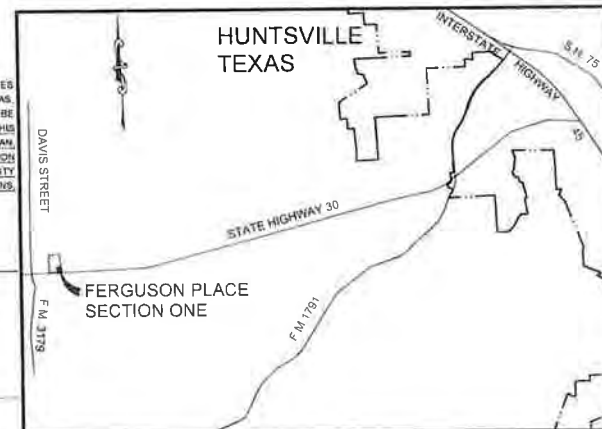
I KARI FRENCH COUNTY CLERK OF WALKER COUNTY DO HEREBY CERTIFY THAT THIS PLAT WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE THE DAY OF 20, IN VOLUME PAGE OF THE PLAT RECORDS OF WALKER COUNTY TEXAS

FOR TAX PURPOSES THIS PLAT COMPLIES WITH SECTION 12.002 OF THE PROPERTY CODE

COUNTY CLERK
WALKER COUNTY TEXAS

KARI FRENCH

BY DEPUTY



GENERAL NOTES

VICINITY MAP
NOT TO SCALE

- NO PORTION OF THIS PROPERTY APPEARS TO LIE WITHIN THE 100 YEAR FLOODPLAIN PER WALKER COUNTY COMMUNITY MAP NO. 481042 FEMA FIRM PANEL NO. 48471C0350D, HAVING AN EFFECTIVE DATE OF 08/16/2011.
- ALL COORDINATES, BEARINGS, DISTANCES, AND AREAS SHOWN HEREON ARE GRID MEASUREMENTS BASED ON GPS OBSERVATIONS AND REFERENCED TO THE NORTH AMERICAN DATUM OF 1983 (NAD83). TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, U.S. SURVEY FEET.
- PROPERTY LINES SHOWN OUTSIDE THE BOUNDARY LINE OF THE SUBJECT TRACT MAY NOT HAVE BEEN SURVEYED ON THE GROUND AND ARE SHOWN HEREON FOR INFORMATIONAL PURPOSES AND GRAPHICAL DEPICTION.
- ALL LOT CORNERS ARE SET 5/8-INCH IRON ROD WITH CAP STAMPED "TPS 100834 00" (UNLESS OTHERWISE NOTED).
- ALL LOTS SHALL HAVE A 50' MINIMUM FRONT BUILDING, A 20' MINIMUM REAR BUILDING AND A 10' SIDE BUILDING LINE.
- ALL LOTS ARE A MINIMUM OF 1.000 ACRE.
- CLUSTER AND INDIVIDUAL MAILBOXES, IF ALLOWED, SHALL BE SET THREE FEET FROM THE EDGE OF THE PAVEMENT OR BEHIND CURBS. WHEN USED, ALL MAILBOXES WITHIN COUNTY ARTERIAL RIGHT-OF-WAY SHALL MEET THE CURRENT TxDOT STANDARDS. ANY MAILBOX THAT INTERFERES WITH OR NEGATIVELY AFFECTS THE MAINTENANCE OR USE OF THE ROADS OR DRAINAGE SYSTEM MAY BE REMOVED BY WALKER COUNTY.
- PRIVATE DETENTION EASEMENTS WILL BE MAINTAINED BY PROPERTY OWNERS/HOMEOWNERS ASSOCIATION AND DETENTION BASINS WILL NOT BE MAINTAINED BY WALKER COUNTY.
- ALL UTILITIES SHALL BE INSTALLED WITHIN A DEDICATED UTILITY EASEMENT. UTILITIES ARE NOT PERMITTED WITHIN DRAINAGE EASEMENTS UNLESS SPECIFICALLY EXCEPTED BY THE SUBDIVISION REGULATIONS.
- EASEMENT GRANTED TO MID-SOUTH ELECTRIC COOPERATIVE, INC. IN INSTRUMENT EXECUTED BY WILLIAM W. FERGUSON, RECORDED IN VOLUME 18, PAGE 811 OF THE OFFICIAL PUBLIC RECORDS OF WALKER COUNTY, TEXAS. SUBJECT TO (NO DESCRIPTION).

CONTINUED ON SHEET 2

FERGUSON PLACE SECTION ONE

BEING A SUBDIVISION OF 2.000 ACRES SITUATED IN THE WILLIAM HODGE SURVEY, ABSTRACT NUMBER 28, WALKER COUNTY, TEXAS. BEING 2.000 ACRE TRACT OUT OF A CALLED 72.89 ACRES AS DESCRIBED IN INSTRUMENT TO WILLIAM FERGUSON AND PAULA FERGUSON, RECORDED IN VOLUME 313, PAGE 273 OF THE DEED RECORDS OF WALKER COUNTY TEXAS.

(D.R.W.C.T.)
1 BLOCK 1 LOT
JULY, 2025

OWNER
SHANNON FERGUSON
5044 SH 30 WEST
HUNTSVILLE, TX 77320
SURVEYOR



TEXAS PROFESSIONAL
SURVEYING
3032 N. Frazer, Conroe, Texas 77383
Ph: 936.756.7447 Fax: 936.756.7448
www.surveyingtexas.com
Firm No. 10083400

SHEET 1 OF 2

LEGEND

●	SET ½" IRON ROD W/CAP "TPS 100834-00"
○	FOUND SURVEY MONUMENT (DESCRIBED)
•	CALCULATED CORNER
+	3-INCH BRASS DISK IN 6-INCH CONCRETE COLUMN
+	CENTERLINE OF ROAD POINT
•	LOT PC/PT
•	IRON ROD
•	IRON PIPE
•	WITH CAP
•	CONCRETE MONUMENT
•	VOLUME / PAGE
•	CABINET
•	OFFICIAL PUBLIC RECORDS OF WALKER COUNTY, TEXAS
•	REAL PROPERTY RECORDS OF WALKER COUNTY, TEXAS
•	DEED RECORDS OF WALKER COUNTY, TEXAS
•	MAP RECORDS OF WALKER COUNTY, TEXAS
•	WALKER COUNTY APPRAISAL DISTRICT
•	CLERK'S FILE NUMBER
•	PLAT RECORDS WALKER COUNTY TEXAS
•	RIGHT-OF-WAY
•	BUILDING LINE
•	UTILITY EASEMENT
•	DRAINAGE EASEMENT
•	FOUND
•	BLOCK NUMBER
•	RESERVE
•	CENTERLINE OF ROAD
•	APPROXIMATE SURVEY LINE
•	APPROXIMATE 100-YEAR FLOODPLAIN
•	EASEMENT
•	BUILDING LINE

J. FORD SURVEY A - 21

W. HODGE SURVEY A - 26

C. WICKERSON SURVEY A - 577

PORTION OF
WILLIAM FERGUSON AND
PAULA FERGUSON
CALLED 72.98 ACRES
VOL. 313, PG. 273
D.R.W.C.T.

CURRENT SHANNON FERGUSON
40.274 ACRES
C.F. NO. 2025-105796 O.P.R.W.C.T.

FIELD NOTE DESCRIPTION
2.000 ACRES
IN THE WILLIAM HODGE SURVEY, ABSTRACT NUMBER 26,
WALKER COUNTY, TEXAS.

BEING a 2.000 acre tract of land situated in the William Hodge Survey, Abstract Number 26, Walker County, Texas, being out of the called 72.98 acre tract described in instrument to William and Shannon Ferguson, recorded in Volume 313, Page 273, of the Deed Records of Walker County, Texas (D.R.W.C.T.), and 2.000 acre tract being more particularly described by metes and bounds as follows:

BEGINNING at a ½ inch iron rod found in the North line of State Highway 30 (105' R.O.W.) VOL. 63, PG. 35 & VOL. 204, PG. 500 (D.R.W.C.T.) for the Southwest corner of a called 60 and 3/9 acres tract as recorded in Volume 804, Page 485 (D.R.W.C.T.) and the Southeast corner of said 72.98 acre tract, said POINT OF BEGINNING having a Texas State Plane Coordinate value of N: 10,242,633.58, E: 3,374,101.03, Central Zone (4203) grid measurements:

THENCE: South 86°50'29" West, a distance of 225.80 feet, along the north line of State Highway 30, the south line of said 72.89 acres to a found ½ inch iron rod with cap stamped TPS 100834-00 for the southwest corner of the herein described tract.

THENCE: North 02°08'09" West, a distance of 390.46 feet departing the afford said line over and across said 72.89 acres to a found ½ inch iron rod with cap stamped TPS 100834-00 for the northwest corner of the herein described tract.

THENCE: North 87°12'14" East, a distance of 221.30 feet, continuing across the said 72.89 acres to a found ½ inch iron rod with cap stamped TPS 100834-00 in the east line of said 72.89 acres the northeast corner of the herein described tract.

THENCE: South 02°47'46" East, a distance of 389.01 feet, along the common line of said 60 and 3/9 acres and the 72.89 acres, to the POINT OF BEGINNING and containing a computed area of 2.000 acres of land within this Field Note Description.

FND AXLE 818.40'

FND ½" I.R.
W/TPS CAP

STATE HIGHWAY 30
105' R.O.W.
VOL. 63, PG. 35 &
VOL. 204, PG. 500 D.R.W.C.T.

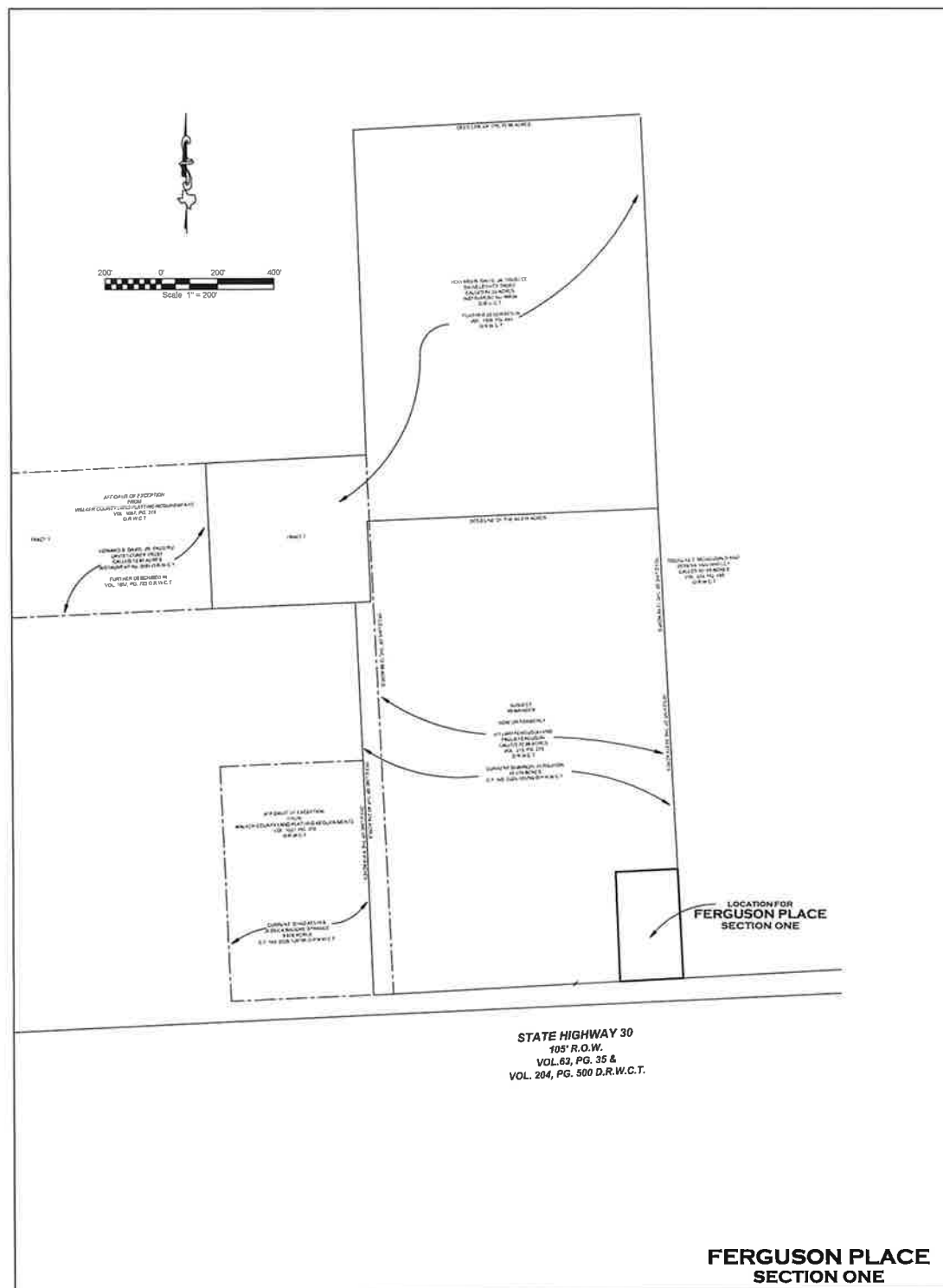
FERGUSON PLACE
SECTION ONE

SHEET 2 OF 2

GENERAL NOTES CONTINUED FROM PAGE 1

- EASEMENT GRANTED TO MID-SOUTH ELECTRIC COOPERATIVE ASSOCIATION, DBA MID-SOUTH SYNERGY, IN INSTRUMENT EXECUTED BY WILLIAM M. FERGUSON AND WIFE SHANNON FERGUSON RECORDED IN VOLUME 574, PAGE 289 OF THE OFFICIAL PUBLIC RECORDS OF WALKER COUNTY, TEXAS (BLANKET)
- NO STRUCTURE OR LAND WITHIN THIS PLAT SHALL HEREAFTER BE DEVELOPED WITHOUT FIRST OBTAINING A DEVELOPMENT PERMIT FROM THE WALKER COUNTY FLOODPLAIN ADMINISTRATOR UNLESS THE PROPOSED DEVELOPMENT IS EXEMPT OR EXCEPTED FROM THE WALKER COUNTY FLOODPLAIN DEVELOPMENT REGULATIONS. THE MINIMUM, LOWEST FINISHED FLOOR ELEVATION SHALL BE IN COMPLIANCE WITH THE LOCAL FLOODPLAIN REGULATIONS AND THE FINISHED FLOOR ELEVATION NOTED ON THE PLAT, WHICHEVER ELEVATION IS HIGHER.
- ALL OWNERS OF LOTS WITHIN THE SUBDIVISION SHALL HAVE THE RESPONSIBILITY OF COMPLYING WITH THE WALKER COUNTY SUBDIVISION REGULATIONS' POLICIES ON DRAINAGE RUNOFF DUE TO THE DEVELOPMENT OF IMPERVIOUS AREAS CREATED THROUGH THE DEVELOPMENT OF THE LOT FOR RESIDENTIAL, COMMERCIAL, OR RECREATIONAL USE. IT IS THE RESPONSIBILITY OF LOT OWNERS TO COMPLY WITH ANY REGULATIONS OR LIMITATIONS NOTED, AND PERMITS ISSUED BY WALKER COUNTY FOR DEVELOPMENT DO NOT ACT AS A WAIVER OR VARIANCE OF THE LOT OWNER'S RESPONSIBILITY TO PROVIDE FOR EXCESS RUNOFF AND DRAINAGE CREATED BY THE PERMITTED DEVELOPMENT IF DETENTION OF WATER IS NECESSARY IN ORDER TO COMPLY WITH THE LOCAL, STATE, OR FEDERAL REGULATIONS INCLUDING BUT NOT LIMITED TO THE WALKER COUNTY SUBDIVISION REGULATIONS THEN THE OWNER MAY BE ABLE TO ACCOMPLISH COMPLIANCE WITH SAID POLICIES THROUGH OPERATING DETENTION ON A SINGLE LOT, MULTIPLE LOTS, OR THE ENTIRE SUBDIVISION DEPENDING ON THE CIRCUMSTANCES INVOLVED AND DEPENDING ON THE OWNER'S ABILITY TO OBTAIN THE COOPERATION OF OTHER OWNERS IN THE SUBDIVISION. A COPY OF AN AGREEMENT BETWEEN OWNERS TO CREATE DETENTION SHALL BE SUBMITTED TO WALKER COUNTY AND FILED IN THE PUBLIC RECORDS BECOMING A RESTRICTION ON FUTURE OWNERS, HEIRS, AND ASSIGNS.
- ALL LOTS WITHIN THE SUBDIVISION AND THE OWNERS THEREOF MUST CONTINUE TO ACCEPT ALL EXISTING DRAINAGE FLOWS AND DRAINAGE STRUCTURES IN PLACE AT THE TIME OF DEVELOPMENT THAT ARE A PART OF OR NECESSARY TO THE EXISTING OR DESIGNED ROADS INFRASTRUCTURE OR THE EXISTING OR DESIGNED SYSTEM OF DRAINAGE. IN ADDITION TO ALL NATURAL FLOWS OF WATER ENTERING ONTO OR CROSSING THE PROPERTY ALL DRAINAGE EASEMENTS SHOWN HEREON SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, PLANTINGS, AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITIES.
- EACH LOT WILL BE SERVED BY A PRIVATE, ON-SITE WATER WELL.
- THIS PLAT DOES NOT SEEK TO CHANGE OR AMEND ANY EXISTING DEED RESTRICTIONS.





TEXAS DEPARTMENT OF WATER RESOURCES

P.O. BOX 13087
CAPITOL STATION
AUSTIN, TEXAS 78711



AREA CODE 512
475-3187

License No. 7180

Inspection Zone North Date Issued August 9, 1988

This License is authorization for the below-named Licensee to operate a sewage disposal system in the location specified and as described in Application No. 1240

for a 20 month period as long as Licensee complies with all the requirements of Rules 157.31 of the Texas Department of Water Resources.

Long Creek Plantation
89, 91, 92, 93, 94

TEXAS DEPARTMENT OF WATER RESOURCES

For Executive Director

John C. Roberts

Trinity River Authority of Texas



Lake Livingston Project

April 29, 1985

Emma A. Hebert
[REDACTED]

Re: Percolation Results and Authorization for Construction
Deep River Plantation, Section 3, Block 1, Lots 39, 40, 531-N12-0175

Dear Ms. Hebert:

This is your authorization for construction of a Septic System applied for in Application #12408. Enclosed you will find the results of the Percolation Test along with your receipt for the \$40.00 covering the Percolation Test, Application, Inspection and License Fees.

The results of this Percolation Test indicate the minimum requirements as based upon the Texas Department of Health Resources' "Guide to the Disposal of Household Sewage". Recommendation of these minimum requirements provides no guarantee that the installation of this size septic system will remain functional at all times. These results are to be used only as minimum guidelines and the installation of additional capacity is highly recommended. Drainfield must be installed 10' from adjacent property lines. Please note, if your property is waterfront, the drainfield must be 75' from the waters edge at the normal pool level of 131' msl.

When your construction has reached near completion and before covering of drainfield lines and septic tank, please notify us for inspection so that a license can be issued.

Thank you for your interest in Lake Livingston.

Sincerely,

Darlene Welty
Permit Administrator, Lake Livingston

Enclosures-2

P.O. Box 360
Livingston, Texas 77351
(409) 365-2292

FINAL INSPECTION SHEET

Name: Emma Arnold Hebert

File #: 531-N12-0175

Subdivision: Deep River Plantation

Application #: 12408

Section: 3 Block: 1 Lot: 39 & 40

Time Requested: _____

Location if Not In Subdivision: _____

EXISTING SYSTEM: _____

PERCOLATION TEST REQUIREMENTS:

Minimum Tank Capacity: 750 gallons

Minimum Drainfield Dimensions: 18" x 335', 24" x 250', 30" x 200', other: _____

Minimum Absorption Bed: 900 square feet

INSTALLED TANK SPECIFICATIONS:

Capacity: 1000 gallons

Material: concrete fiberglass plastic other: _____

Inlet and Outlet "T" Branches: OK

INSTALLED DRAINFIELD SPECIFICATIONS:

Width: 24", Length: 250', Trench Depth: 3"

Pipe Material: PVC SBA2 other: _____

Gravel Depth: _____

Cover Material: hay newspaper butcher paper other: _____

Backfill Material: original soil sand sandy loam other: _____

Level: OK

Absorption Bed Dimensions: _____

Weather Conditions: dry damp wet rainy

Remarks: OK

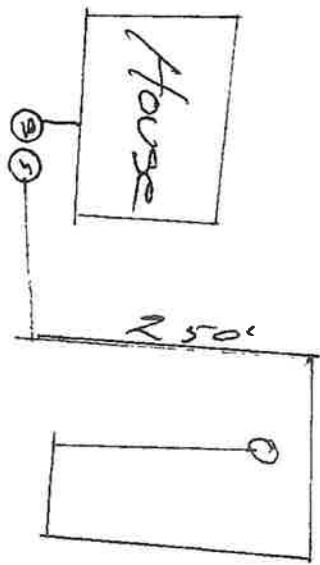
Contractor: Alsobrooks

Inspector: [Signature]

Date: 8-8-89

[Handwritten mark]

Kings Point



24th St



Trinity River Authority of Texas

Lake Livingston Project

P. O. Box 360

Livingston, Texas

77351

File # 531-N12-0175

Application No. 12408

PERCOLATION TEST RESULTS

Name of Applicant HERBERT, Emma Arnold
Property Location: County Walker Subdivision Deep River Plantation
Sec. 3 Block 1 Lot 39040 Description if other than subd. _____

Results of Percolation Test:

Date Test Commenced 12-15-88

Date Test Completed 12-15-88

Number of Test Holes 8

Size Holes 6" x 36" Average Percolation Rate 10:00 Min/inch

Test Hole:

No. 1 2 No. 2 2 No. 3 1 No. 4 _____ No. 5 _____
No. 6 _____ No. 7 _____ No. 8 _____

Minimum Requirements: Length and Width of Drainfields

18" x _____ 24" x _____ 30" x _____ 36" x _____

_____ Gallons Total Capacity Septic Tank(s)

Minimum Square Footage:

Location of Test:

Drainline _____

Absorption Bed _____

Percolation Test Made By:

James K. Kila



Handwritten initials

Trinity River Authority of Texas
LAKE LIVINGSTON PROJECT

Serving as an agent of the Texas Department of Water Resources

P. O. Box 360
Livingston, TX 77351

A/C 409
365-2292

N^o 12408

Application For Septic System or Holding Tank License

I hereby make application to install and operate a septic system or holding tank within the 2,000 foot Water Quality Zone as designated by Order No. 77-0714-1 of the Texas Department of Water Resources, passed and approved July 14, 1977.

NAME OF APPLICANT HEBERT EMMA ARNOLD
(Last) (First) (Middle)

HOME ADDRESS [REDACTED] [REDACTED] [REDACTED] [REDACTED]
(Street, P.O. Box) (City) (State) (Zip Code)

HOME TELEPHONE NO. [REDACTED] BUSINESS TELEPHONE NO. _____

LOCATION OF PROPOSED CONSTRUCTION: COUNTY WALKER

SUBDIVISION Deep River Plantations SECTION 3 BLOCK 1 LOT 39-40

DESCRIBE LOCATION IF NOT IN SUBDIVISION _____

LOT DIMENSIONS 60' X 120'

TYPE OF CONSTRUCTION FRAME COMMERCIAL () DWELLING (X)

NO. OF BEDROOMS 2 NO. OF BATHROOMS 1

GARBAGE DISPOSAL NO WASHING MACHINE YES DISHWASHER NO

SEPTIC SYSTEM: PROPOSED (X) EXISTING () HOLDING TANK ()

If existing system complete the following items:

SIZE OR DIMENSION OF TANK _____

DRAINFIELD: A. WIDTH OF DRAINFIELD DITCH _____

B. TOTAL LENGTH OF DRAINFIELD _____

C. TOTAL TRENCH BOTTOM AREA OF DRAINFIELD (Length x Width) _____

D. DRAINFIELD DISTANCE FROM WATER'S EDGE (131 ft. MSL) _____

Authorization is hereby given to the Trinity River Authority of Texas, Texas Department of Water Resources and the Texas Department of Health Resources or their agents or designees, singularly or jointly, to enter upon the described property for the purpose of making soil percolation test, inspecting septic systems or for any reason consistent with the water quality programs of the Trinity River Authority of Texas, The Texas Department of Water Resources or the Texas Department of Health Resources.

Emma Arnold Hebert
Signature of Applicant

Date March 30, 1985

531-N12-0175

Conal

FROM: REGULATIONS FLOOD PLAIN MGT. WALKER COUNTY, TEXAS

ARTICLE 2

DEFINITIONS

Unless specifically defined below, words or phrases used in this court order shall be interpreted to give them the meaning they have in common usage and to give this court order its most reasonable application.

Section 2:01

APPEAL - means a request for a review of the Flood Plain Administrator's interpretation of any provision of this court order or a request for a variance.

Section 2:02

AREA OF SPECIAL FLOOD HAZARD - is the land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Insurance Rate Map (FIRM). After detailed ratemaking has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AE, AH, AO, AI-99, VO, VI-30, VE or V.

Section 2:03

BASE FLOOD - means the flood having a one percent chance of being equaled or exceeded in any given year.

Section 2:04

CRITICAL FEATURE - means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

Section 2:05

DEVELOPMENT - means any man-made change in improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

Section 2:06

ELEVATED BUILDING - means a nonbasement building (i) built, in the case of a building in Zones AI-30, AE, A, A99, AO, AH, B, C, D, and V, to have the top of the elevated floor, or in the case of a building in Zones VI-30, VE, or V, to have the bottom of the lowest horizontal structure member of the elevated floor elevated above the ground level by means of pilings, columns (posts and piers), or shear walls parallel to the floor of the water and (ii) adequately anchored so as not to impair the structural integrity of the building during a flood of up to the magnitude of the base flood. In the case of Zones AI-30, AE, A, A99, AO, AH, B, C, D, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of flood waters. In the case of Zones VI-30, VE, or V, "elevated building" also includes a building otherwise meeting the definition of "elevated building", even though the lower area is enclosed by means of breakaway walls if the breakaway walls meet the standards of Section 60.3(a)(5) of the National Flood Insurance Program regulations.

Section 2:07

EXISTING CONSTRUCTION - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

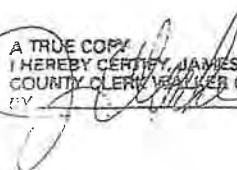
Section 2:08

FLOOD OR FLOODING - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) the overflow of inland or tidal waters.
- (2) the unusual and rapid accumulation or runoff of surface waters from any source.

Section 2:09

Flood Insurance Rate Map (FIRM) - means an official map of a community on which the Federal Emergency Management Agency has delineated the boundaries of the flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.

A TRUE COPY
I HEREBY CERTIFY, JAMES D. PATTON
COUNTY CLERK, WALKER COUNTY, TX
BY  CLERK

Section 2:10

FLOODPLAIN OR FLOOD-PRONE AREA - means any land area susceptible to being inundated by water from any source (see definition of flooding).

Section 2:11

FLOOD PROTECTION SYSTEM - means those physical structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the areas within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

Section 2:12

LEVEE - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

Section 2:13

LEVEE SYSTEM - means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

Section 2:14

LOWEST FLOOR - means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

Section 2:15

MANUFACTURED HOME - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For flood plain management purposes the term "manufactured home" also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days. For insurance purposes the term "manufactured home" does not include park trailers, travel trailers, and other similar vehicles.

Section 2:16

MEAN SEA LEVEL - means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

Section 2:17

NEW CONSTRUCTION - means, for flood plain management purposes, structures for which the "start of construction" commenced on or after the effective date of a flood plain management regulation adopted by a community.

Section 2:18

START OF CONSTRUCTION - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure.

A TRUE COPY
I HEREBY CERTIFY, JAMES D. PATTON
COUNTY CLERK, WALKER COUNTY
BY _____ DEPUTY

Section 2:19

STRUCTURE - means a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

Section 2:20

SUBSTANTIAL IMPROVEMENT - means any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either, (1) before the improvement or repair is started, or (2) if the structure has been damaged and is being restored, before the damage occurred. For the purpose of this definition "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include either (1) any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, or (2) any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

Section 2:21

VARIANCE - is a grant of relief to a person from the requirements of this ordinance when specific enforcement would result in unnecessary hardship. A variance, therefore, permits construction or development in a manner otherwise prohibited by this ordinance. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

Section 2:22

VIOLATION - means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

Section 2:23

WATER SURFACE ELEVATION - means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

A TRUE COPY
HEREBY CERTIFY JAMES D. PATTON
COUNTY CLERK WALKER COUNTY
DEPUTY

Statements required in notice if the proposed tax rate exceeds the no-new-revenue tax rate but does not exceed the voter-approval tax rate, as prescribed by Tax Code §§26.06(b-2).

NOTICE OF PUBLIC HEARING ON TAX INCREASE

This notice only applies to a taxing unit other than a special taxing unit or municipality with a population of less than 30,000, regardless of whether it is a special taxing unit.

PROPOSED TAX RATE: \$0.4571 per \$100

NO-NEW-REVENUE TAX RATE: \$0.4371 per \$100

VOTER-APPROVAL TAX RATE: \$0.4887 per \$100

The no-new-revenue tax rate is the tax rate for the 2025 tax year that will raise the same amount of property tax revenue for Walker County from the same properties in both the 2024 tax year and the 2025 tax year.

The voter-approval tax rate is the highest tax rate that Walker County may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that Walker County is proposing to increase property taxes for the 2025 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON 08/25/2025 09:05 AM (CT) at Walker County Courthouse, 1100 University Avenue, Room 104, Huntsville, TX

The proposed tax rate is not greater than the voter-approval tax rate. As a result, Walker County is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the Walker County Commissioners' Court of Walker County at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)

FOR the proposal: County Judge Colt Christian, Commissioner Precinct 1 Danny Kuykendall, Commissioner Precinct 2 Ronnie White, Commissioner Precinct 3 Bill Daugette, Commissioner Precinct 4 Brandon Decker

AGAINST the proposal: None

PRESENT and not voting: None

ABSENT: None

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by Walker County last year to the taxes proposed to be imposed on the average residence homestead by Walker County this year.

	2024	2025	Change
Total tax rate (per \$100 of value)	\$0.4403	\$0.4571	3.81% increase
Average homestead taxable value	\$248,567	\$261,593	5.24% increase
Tax on average homestead	\$1,094	\$1,195	9.23% increase
Total tax levy on all properties	\$25,972,863	\$27,934,801	7.55% increase

(Include the following text if these no-new-revenue maintenance and operations rate adjustments apply for the taxing unit)

No-New-Revenue Maintenance and Operations Rate Adjustments

State Criminal Justice Mandate (counties)

The Walker County Auditor certifies that Walker County has spent \$387,035 in the previous 12 months for the maintenance and operations cost of keeping inmates sentenced to the Texas Department of Criminal Justice. Walker County Sheriff has provided

Walker County information on these costs, minus the state revenues received for the reimbursement of such costs. This increased the no-new-revenue maintenance and operations rate by 0.0022 /\$100.

Indigent Defense Compensation Expenditures (counties)

The Walker County spent \$813,630 from July 1 2024 to June 30 2025 to provide appointed counsel for indigent individuals in criminal or civil proceedings in accordance with the schedule of fees adopted under Article 26.05, Code of Criminal Procedure, less the amount of any state grants received. For current tax year, the amount of increase above last year's enhanced indigent defense compensation expenditures is \$67,562. This increased the no-new-revenue maintenance and operations rate by 0.0006/\$100.

For assistance with tax calculations, please contact the tax assessor for Walker County at (936) 295-0402 or info@walkercad.org , or visit www.walkercad.org for more information.