

**COMMISSIONERS COURT AGENDA**  
**Tuesday, October 7, 2025**  
**9:30 a.m.**



*Striving for Excellence*

**COMMISSIONERS COURT**  
**Neal Franklin, County Judge**  
**Commissioner Christina Drewry, Precinct 1**  
**Commissioner John Moore, Precinct 2**  
**Commissioner J Scott Herod, Precinct 3**  
**Commissioner Ralph Caraway Sr, Precinct 4**



**COUNTY OF SMITH  
COMMISSIONERS COURT  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702**

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Phone: (903) 590-4605

Fax: (903) 590-4615

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Pursuant to Chapter 551 of the Texas Government Code, this notice is to advise that a regular meeting of the **Smith County Commissioners Court** will be held at **9:30 a.m. on Tuesday, October 7, 2025**, in the **Smith County Commissioners Courtroom** on the 1st floor of the **Smith County Courthouse Annex**, 200 E. Ferguson, Tyler, Texas.

Questions regarding this agenda should be directed to Commissioners Court Administrative Assistant at 903-590-4605. The agenda is available on the County's website (<http://www.smith-county.com>).

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**CALL TO ORDER  
DECLARE A QUORUM PRESENT  
DECLARE LEGAL NOTICES POSTED AND COURT DULY CALLED  
INVOCATION  
PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT:** Members of the public who have previously filled out a participation form have an opportunity to address the Commissioners Court on agenda items. The Court is unable to deliberate on non-agenda items. If you desire to request a matter on a future agenda, you may make the request to a member of Commissioners Court. Individual comments are limited to a maximum of three (3) minutes. If you wish to address the Court, obtain a public participation form at the Commissioners Court entryway and submit the completed form to a staff member before the meeting begins. Please be mindful of the Commissioners Court Rules of Procedure, Conduct and Decorum when making your comments and/or attending public meetings.

## **OPEN SESSION:**

### ***RESOLUTIONS***

1. Consider and take necessary action to adopt a resolution proclaiming the week of October 5, 2025, as "Texas Extension Education Association Week " in Smith County.
2. Consider and take necessary action to adopt a resolution proclaiming the week of October 5, 2025, as "National 4-H Week " in Smith County.
3. Consider and take necessary action to adopt a resolution proclaiming October 2025, as "Domestic Violence Awareness Month " in Smith County.
4. Consider and take necessary action to adopt a resolution proclaiming October 10, 2025, as "Paving the Way to Mental Wellness Day" in Smith County.

### ***PRESENTATION***

5. Presentation to receive the Round Up Day Award from the East Texas State Fair and its inaugural Rodeo and learn about the economic impact the event had on Smith County.

### ***COURT ORDERS***

#### **COMMISSIONERS COURT**

6. Consider and take necessary action to appoint a Smith County representative to serve on the Smith County Appraisal District Board of Directors for a two-year term beginning January 1, 2026, and authorize the county judge to sign all related documentation.
7. Consider and take necessary action to appoint/reappoint two members to the Andrews Center Board of Trustees, positions three and nine, for a two-year term beginning November 1, 2025, and authorize the county judge to sign all related documentation.
8. Consider and take necessary action to appoint/reappoint a member to the Smith County 9-1-1 Communications District Board of Managers for a two-year term beginning January 1, 2026, and authorize the county judge to sign all related documentation.
9. Consider and take necessary action to approve the following Indigent Defense Contracts in the amount of \$120,000, for the 12-month term of the contract for the 114<sup>th</sup> and 321<sup>st</sup> Judicial District Courts, pursuant to the Texas Code of Criminal Procedure, Article 26.04:
  - a. Thad Davidson,
  - b. Cheryl Wulf,
  - c. Kurt Noell,
  - d. James Carter,
  - e. Alicia Barkley,
  - f. Don Davidson,
  - g. Kyle Rosenstein,
  - h. Jennifer Deen,
  - i. Emily Patton,
  - j. Karen Bretzke,

- k. Amy Daughtrey, and
- l. Carey Christie.

### **ROAD AND BRIDGE**

- 10. Consider and take necessary action to accept the completion of the construction contract for RB-12-25, Roadway Improvements to CR 1100, CR 1113, CR 1131, CR 1225 & CR 199, with an underrun amount of \$122,421.51, authorize the county judge to execute the Reconciliation Change Order, and authorize final payment to Texana Land & Asphalt, Inc.

### **AUDITOR'S OFFICE**

- 11. Consider and take necessary action to approve the FY26 Discretionary Budgets.
- 12. Consider and take necessary action to adopt a resolution and allow the Auditor's Office to apply for the FY26 Texas Indigent Defense Commission Formula Grant and authorize the county judge to sign all related documentation.

### **FCIC**

- 13. Consider and take necessary action to approve an agreement with Carahsoft Technology Corp. for analyst support services via State of Texas DIR contract # DIR-CPO-5687 in the amount of \$303,523.04 and authorize the county judge to sign all related documentation.

## ***RECURRING BUSINESS***

### **ROAD AND BRIDGE**

- 14. Consider and take necessary action to authorize the county judge to sign the:
  - a. Final Plat for Hamilton Subdivision No. 2, Precinct 2, and
  - b. Final Plat for Twisted Oaks Addition, Precinct 3.
- 15. Receive pipe and/or utility line installation request (notice only):
  - a. County Roads 2147, 2151, 2142, 2152, 2154, 2153, 2343, Byers Engineering Company, install fiber optic cable and pedestals, Precinct 2,
  - b. County Roads 2134, 2137, 2138, 2139, 2140, 2141, 2175, 2263, install underground and aerial fiber optic cable with vaults and pedestals, Precinct 2,
  - c. Metronet, County Road 1125, install aerial and underground fiber optic cable, Precinct 4,
  - d. Metronet, County Road 2188, install underground fiber optic cable, Precinct 2, and
  - e. Metronet, County Roads 2139, 2317, 2172, 2300, install underground fiber optic cable, Precinct 2.

### **AUDITOR'S OFFICE**

- 16. Consider and take necessary action to approve and/or ratify payment of accounts, bills, payroll, transfer of funds, amendments, and health claims.

## **SHERIFF'S OFFICE**

17. Receive report on status of Smith County jail operations, inmate population, employee overtime, and employee vacancies.

**EXECUTIVE SESSION:** For purposes permitted by Texas Government Code, Chapter 551, entitled Open Meetings, Sections 551.071, 551.072, 551.073, 551.074, 551.0745, 551.075, and 551.076. The Commissioners Court reserves the right to exercise its discretion and may convene in executive session as authorized by the Texas Government Code, Section 551.071, et seq., on any of the items listed on its formal or briefing agendas.

### **SECTION 551.074 PERSONNEL MATTERS**

### **SECTION 551.071 CONSULTATION WITH ATTORNEY**

18. Deliberation and consultation with attorney regarding compliance and claims submitted under the Smith County Health Plan.
19. Deliberation and consultation regarding the qualifications, responsibilities, and salary of the Smith County Animal Control and Shelter Supervisor Position.

## **ADJOURN**

### **SMITH COUNTY COURTHOUSE ANNEX ACCESSIBILITY STATEMENT FOR DISABLED PERSONS**

This meeting site is accessible to disabled persons as follows: Entrance to the Courthouse Annex is accessible through the front entrance on the south side of the Courthouse Annex located at 200 E. Ferguson. A wheelchair ramp provides access to the front entrance. The Commissioners Courtroom is on the first floor. If any special assistance or accommodations are needed in order to attend a Commissioners Court meeting, please contact Commissioners Court staff at 903-590-4605, in advance, so accommodations can be arranged.

Date: 9/30/2025

Time: 5:00 p



**NEAL FRANKLIN, COUNTY JUDGE**

Posted By: Jennafer Bell

1

# SMITH COUNTY COMMISSIONERS COURT AGENDA ITEM REQUEST FORM

<b>Submission Date:</b> 9-4-2025	<b>Submitted by:</b> Robbie Williamson
<b>Meeting Date:</b> 10-7-2025	<b>Department:</b> Ag Extension
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Present Check to the Court for hours of Community Service and Request Proclamation of Texas Extension Education TEEA Week.	
<b>Agenda Category:</b> <input checked="" type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input checked="" type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Resolution proclaiming the week of October 5th as Texas Extension Education Association Week.	
<b>Background:</b> The Mission of TEEA is to work with TX A&M AgriLife Extension Service to strengthen and enrich families through educational programs, leadership development and community service	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

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**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_



# *Smith County Commissioners Court*

# *Resolution*

*At a regular meeting of the Smith County Commissioners Court held at the Smith County Courthouse Annex,  
Tyler, Texas, at which a quorum was present, the following Resolution was adopted:*

**WHEREAS**, the Texas Extension Education Association of Smith County believes strong families are the basics to the well being of Texas; and

**WHEREAS**, they have educational programs that address critical needs impacting Texas families and communities; and

**WHEREAS**, they see education as a lifelong learning process. They believe volunteers and opportunities for volunteers development are important; and

**WHEREAS** they develop leadership that offers opportunities for personal growth and development, and cultural and ethnic diversity in programs and membership; and

**WHEREAS**, global awareness is recognized; and

**WHEREAS**, the Texas Extension Education Association cooperates with Texas A&M AgriLife Extension Service to attain mutual goals.

***NOW, THEREFORE, BE IT RESOLVED***, that the Commissioners Court of the County of Smith, Texas, through ratification of this Resolution does hereby proclaim the week of October 5, 2025, as

## **“Texas Extension Education Association Week”**

in Smith County, and encourages all citizens to recognize the important work that is done for the Smith County community through the Texas Extension Education Association of Smith County.

***WITNESS OUR HANDS THIS 7th day of October, A.D. 2025***

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Neal Franklin  
County Judge

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Christina Drewry  
Commissioner, Precinct 1

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John Moore  
Commissioner, Precinct 2

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J Scott Herod  
Commissioner, Precinct 3

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Ralph Caraway Sr.  
Commissioner, Precinct 4



**2**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9-15-25	<b>Submitted by:</b> Julieta Aguilar
<b>Meeting Date:</b> 10-8-2025	<b>Department:</b> Ag Extension
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Request Proclamation of 4H Week for the Smith County 4H.	
<b>Agenda Category:</b> <input checked="" type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input checked="" type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> 2025 National 4-H Week Proclamation	
<b>Background:</b> 4-H is a program which seeks to provide a learning experience for all youth through their head , heart, hands, and health. Helps young Texans to acquire knowledge, develop life skills, and form attitudes to enable them to become self-directed, productive, and contributing members of our society.	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
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**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_



# *Smith County Commissioners Court*

## *Resolution*

*At a regular meeting of the Smith County Commissioners Court held at the Smith County Courthouse Annex,  
Tyler, Texas, at which a quorum was present, the following Resolution was adopted:*

**WHEREAS**, this year's National 4-H Week theme, "Beyond Ready," reminds us that 4-H is building a ready generation in a world of change and equips young people with skills for the future while meeting them where they are today; and

**WHEREAS**, 4-H is America's largest youth development organization, supporting 6 million youth across the country, helping them become engaged, successful and independent; and

**WHEREAS**, 4-H programs are delivered by the Cooperative Extension System - a community of more than 100 public land-grant colleges and universities across the nation - that provides experiences for young people to learn by doing; and

**WHEREAS**, 4-H connects young people and adults to their communities, preparing them for work and life through experiential and inquiry-based learning while providing emerging research for positive youth development; and

**WHEREAS**, expanding from its strong agricultural roots, 4-H helps young people explore the world around them and grow into productive adults; and

**WHEREAS**, supporting future leaders in science, agriculture and community leadership is an important imperative for U.S. Department of Agriculture National Institute of Food and Agriculture 4-H program.

***NOW, THEREFORE, BE IT RESOLVED***, that the Commissioners Court of the County of Smith, Texas, through adoption of this Resolution does hereby proclaim October 5-11, 2025, as

## **“National 4-H Week”**

in Smith County encourage all citizens to recognize 4-H for the significant impact it has made and continues to make by empowering youth with the skills they need to lead for a lifetime.

***WITNESS OUR HANDS THIS 7th day of October, A.D. 2025***

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Judge Franklin  
County Judge

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Christina Drewry  
Commissioner, Precinct 1

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John Moore  
Commissioner, Precinct 2

---

J Scott Herod  
Commissioner, Precinct 3

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Ralph Caraway, Sr.  
Commissioner, Precinct 4

**3**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/5/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Resolution - Domestic Violence Awareness Month	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input checked="" type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to adopt a resolution proclaiming October 2025, as "Domestic Violence Awareness Month " in Smith County	
<b>Background:</b> Submitted by email from Jeremy Flowers, Director of Coordinated Community Response at the East Texas Crisis Center.	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
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**SUBMIT**

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Agenda Item # \_\_\_\_\_



# Smith County Commissioners Court

## Resolution

*At a regular meeting of the Smith County Commissioners' Court held at the Smith County Courthouse Annex,*

*Tyler, Texas, at which a quorum was present, the following Resolution was adopted:*

**WHEREAS**, every October we honor Domestic Violence Awareness Month by centering the voices and experiences of survivors through uplifting their strength, remembering those we have lost, raising awareness, and recommitting ourselves to create a community where every person can live in safety and hope; and

**WHEREAS**, in 2024, the East Texas Crisis Center stood alongside 708 survivors of domestic violence in Smith County, a reminder that abuse has no boundaries of gender, race, religion, or economic status, and that justice must be accessible to all; and

**WHEREAS**, survivors show us every day that healing is possible and that hope can grow even in the face of violence, when communities come together to listen, believe, and support them; and

**WHEREAS**, advocates, counselors, law enforcement, prosecutors, healthcare providers, clergy, educators, government officials, and community members each play a vital role in building a coordinated response that places survivor safety as a priority and holds those who cause harm accountable; and

**WHEREAS**, the citizens of Smith County share a responsibility to stand against domestic violence by refusing to be silent, offering support, and taking action in our neighborhoods, workplaces, schools, and places of worship;

**NOW, THEREFORE, BE IT RESOLVED**, that the Commissioners Court of the County of Smith, Texas, through adoption of this Resolution, does hereby proclaim October 2025, as

## “Domestic Violence Awareness Month”

in Smith County and commits to being a community of hope, in which survivors are believed, supported, and empowered, and where together we take action to hold perpetrators accountable and work to create a future free from domestic violence.

**WITNESS OUR HANDS THIS 7th day of October, A.D. 2025**

Christina Drewry  
Commissioner, Precinct 1

Neal Franklin  
County Judge

John Moore  
Commissioner, Precinct 2

J Scott Herod  
Commissioner, Precinct 3

Ralph Caraway Sr.  
Commissioner, Precinct 4

**4**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/23/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Resolution - Paving the Way to Mental Wellness	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input checked="" type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to adopt a resolution proclaiming October 10, 2025, as "Paving the Way to Mental Wellness Day" in Smith County.	
<b>Background:</b> Submitted through the website by Herwana Sirles from Smith County Clubhouse.	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
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**SUBMIT**

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# *Smith County Commissioners Court*

# *Resolution*

*At a regular meeting of the Smith County Commissioners Court held at the Smith County Courthouse Annex,  
Tyler, Texas, at which a quorum was present, the following Resolution was adopted:*

**WHEREAS**, the Smith County Clubhouse empowers adults with mental illness to shape their own recovery process, to develop friendships and to experience a better quality of life; and

**WHEREAS**, the Smith County Clubhouse is an evidence-based program used worldwide to help adults living with mental illness to become less isolated and develop skills to reach their social, educational and employment goals; and

**WHEREAS**, this year's theme, "Paving the Way to Mental Wellness," emphasizes those in our community who have helped individuals with mental illness on their journey to wellness; and

**WHEREAS**, we honor those in our community who are paving the way to help individuals with mental illness on their journey to wellness.

***NOW, THEREFORE, BE IT RESOLVED***, that the Commissioners Court of the County of Smith, Texas, through adoption of this Resolution does hereby proclaim October 10, 2025, as

## **“Paving the Way to Mental Wellness Day”**

in Smith County and encourages all citizens to recognize the Smith County Clubhouse for the significant impact it has made to the community.

***WITNESS OUR HANDS THIS 7th day of October, A.D. 2025***

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Judge Franklin  
County Judge

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Christina Drewry  
Commissioner, Precinct 1

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John Moore  
Commissioner, Precinct 2

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J Scott Herod  
Commissioner, Precinct 3

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Ralph Caraway, Sr.  
Commissioner, Precinct 4

**5**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/29/2025	<b>Submitted by:</b> Casey Murphy
<b>Meeting Date:</b> 10/07/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> East Texas State Fair Round Up Day Award	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input checked="" type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Presentation to receive the Round Up Day Award from the East Texas State Fair and its inaugural Rodeo and learn about the economic impact the event had on Smith County.	
<b>Background:</b> On September 19, the East Texas State Fair held its first Round Up Day and asked community organizations and businesses to dress western and submit photos for the inaugural Round Up Day Award. We were notified that Smith County has won the award. Event organizers will also give an update on the economic impact the event had on Smith County.	
<b>Financial and Operational Impact:</b> NA	
<b>Attachments:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
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**SUBMIT**

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*Roundup  
Day*



# SEPTEMBER 19



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FOR THE FIRST EAST TEXAS ROUNDUP  
DAY! POST A TEAM PHOTO WITH  
#ETSFOUNDUPDAY FOR A CHANCE TO  
WIN THE PRIZE BUCKLE!**

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★ BOOT CITY ★

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RODEO**



**6**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/19/2025	<b>Submitted by:</b> Rachel McCord
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Board Appointment - SCAD	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to appoint a Smith County representative to serve on the Smith County Appraisal District Board of Directors for a two-year term beginning January 1, 2026, and authorize the County Judge to sign all related documentation.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> Carol McNeil	<b>Email:</b> carolm@scad.org
<b>Name:</b> Rachel McCord	<b>Email:</b> rmccord@smith-county.com
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

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SUBMIT

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## SMITH COUNTY APPRAISAL DISTRICT

245 SSE LOOP 323 – TYLER, TEXAS 75702

September 17, 2025

Neal Franklin, Judge  
Smith County  
200 E. Ferguson Suite 100  
Tyler, TX 75702

RE: Smith County Appraisal District Board of Directors – Notice of Voting Entitlement

Dear Neal Franklin,

As a quick reminder, in 2023, the 88<sup>th</sup> Texas Legislature modified the selection process for appraisal district directors. The implementation remains underway, and this letter serves as your notice of entitlement to nominate and select appraisal district directors.

The Smith County Appraisal District Board of Directors consists of nine (9) members. Five (5) positions are appointed by taxing units participating in the district, three (3) positions are elected positions, and the Smith County Tax Assessor Collector serves as the ninth member.

After the five members were appointed for 2025, the board drew lots to determine which three members would serve a three-year term, and which two members would serve a one-year term. Therefore, the terms of two entity appointed positions expire at the end of 2025.

For 2026, each taxing unit participating in the district may nominate one candidate for each position to be filled. Nominations must be made by resolution adopted by the governing body of a taxing unit. The names of the nominees should be submitted to the chief appraiser by October 14, 2025.

Once all nominations have been submitted, the appraisal district will prepare and deliver a ballot listing each candidate alphabetically. The ballot will be delivered prior to October 30, 2025. The taxing unit's governing body may then cast its votes by resolution and submit the resolution to the chief appraiser before December 15, 2025. A taxing unit may cast all its votes for one candidate or may distribute its votes among any number of candidates.

Attached, you will find a list of the taxing entities within Smith County that are eligible to participate in this process along with the number of votes each taxing entity is entitled to. The two candidates who receive the largest cumulative vote will be appointed to serve on the Board of Directors of Smith County Appraisal District for a term of four years beginning January 1, 2026.



## SMITH COUNTY APPRAISAL DISTRICT

245 SSE LOOP 323 – TYLER, TEXAS 75702

To be eligible to serve as a director, an individual must be a resident of the county and must have resided in the county for two years. An employee of a taxing unit within Smith County is not eligible to serve unless that person is also a member of the governing body or is an elected official of a taxing unit within the county.

Please submit your **nominee(s)** by resolution **before October 15, 2025.**

*While Tax Code 6.03(j) requires the chief appraiser to prepare a ballot before October 30, there is a Texas AG opinion that says the October 15 deadline is advisory not mandatory. The CAD will rely on the AG's interpretation and accept submissions after the October 15 deadline so long as a resolution is received by October 25. Resolutions received after that date may not be included on the ballot as it becomes administratively difficult for CAD to comply with the mandatory deadline to deliver ballots to taxing units prior to October 30.*

### **\*\*NOMINATIONS MUST BE SUBMITTED BY RESOLUTION\*\***

*Sample resolution attached*

The current members of the Smith County Appraisal District Board of Directors are:

Mr. Darryl Bowdre	Elected Position	term expires: 12/31/2026
Ms. Annie Dwyer	Entity Appointed Position	term expires: 12/31/2025*
Dr. Glen Elliott, Jr.	Entity Appointed Position	term expires: 12/31/2027
Mr. John Gibson	Elected Position	term expires: 12/31/2026
Rev. Orenthia Mason	Entity Appointed Position	term expires: 12/31/2027
Ms. Ann Marie Metteauer	Elected Position	term expires: 12/31/2026
Mr. Mark Whatley	Entity Appointed Position	term expires: 12/31/2025*
Mr. Jonathan Wolf	Entity Appointed Position	term expires: 12/31/2027

Mr. Gary Barber, Smith County Tax Assessor-Collector, serves as the ninth member.

Thank you for your participation in this process. If you have any questions, please feel free to contact me at (903) 510-8618 or email [carolm@scad.org](mailto:carolm@scad.org).

Sincerely,

SMITH COUNTY APPRAISAL DISTRICT

  
Carol McNeil, Chief Appraiser



# TAXING UNIT VOTING ENTITLEMENT

*All Jurisdictions, less Special Districts*

In Accordance with Section 6.03(d) and 6.0301 of the Texas Property Tax Code: Board of Directors

<u>TAXING UNIT</u>	<u>2024 TAX LEVY</u>	<u>PERCENT OF TOTAL LEVY</u>	<u>BASE VOTING ENTITLEMENT</u>	<u>TOTAL VOTES PER TAXING UNIT</u>
ARP CITY	495,995.89	0.1243%	1	1
ARP ISD	5,121,571.61	1.2831%	13	13
BULLARD CITY	2,806,470.44	0.7031%	7	7
BULLARD ISD	14,131,009.01	3.5402%	35	35
CHAPEL HILL ISD	18,453,153.88	4.6230%	46	46
GLADEWATER ISD	1,392,872.00	0.3490%	4	4
KILGORE COLLEGE	378,627.75	0.0949%	1	1
LINDALE CITY	3,741,737.68	0.9374%	9	9
LINDALE ISD	22,867,537.26	5.7289%	57	57
OVERTON CITY/CEMETERY	48,757.06	0.0122%	0	0
SMITH COUNTY	98,126,991.11	24.5833%	246	246
TROUP CITY	786,040.25	0.1969%	2	2
TROUP ISD	2,069,360.16	0.5184%	5	5
TYLER CITY	30,514,778.19	7.6447%	76	76
TYLER ISD	116,894,169.94	29.2850%	293	293
TYLER JR COLLEGE	37,746,142.85	9.4564%	95	95
VAN ISD	1,152,399.91	0.2887%	3	3
WHITEHOUSE CITY	5,497,114.98	1.3772%	14	14
WHITEHOUSE ISD	28,430,680.12	7.1226%	71	71
WINONA CITY	242,682.95	0.0608%	1	1
WINONA ISD	8,262,528.87	2.0700%	21	21
<b>TOTALS</b>	<b>399,160,621.91</b>	<b>100.0000%</b>	<b>1,000</b>	<b>1,000</b>

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE \_\_\_\_\_ (name of taxing unit) TO NOMINATE  
APPRAISAL DISTRICT DIRECTORS

WHEREAS, Texas Tax Code §§ 6.03 & 6.0301 authorize \_\_\_\_\_  
to nominate candidates for the position of director of the Smith County Appraisal District;

NOW THEREFORE, BE IT RESOLVED BY THE \_\_\_\_\_ (name of governing  
body) FOR THE \_\_\_\_\_ (name of taxing unit) THAT the following individual(s) be  
nominated for the position of director of the Smith County Appraisal District:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

Dated this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
(title of presiding officer)

Attested:

\_\_\_\_\_  
Secretary

## I. CONTACT INFORMATION

\* Full Name  
Mr Ben Burks

\* Address  
[REDACTED]  
[REDACTED]  
[REDACTED]

\* Phone  
[REDACTED]

\* Cell Phone  
[REDACTED]  
[REDACTED]  
[REDACTED]

\* Office Phone  
(903) 561-2600

\* Email  
[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**  
Smith County Appraisal District Board of Directors

\* **Qualifications/Experience for this Board:**  
COO Burks Home Team Inc. I have participated in over 6000 real estate transactions involving residential, commercial and property management. I have extensive experience in property valuation.

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**  
28

\* **2. Education Institution / School**  
Texas A&M-Mays School of Business

**Diploma / Degree**  
BBA in Finance

**Year**  
2006

\* **3. Employer (most recent)**  
Burks Home Team Inc

\* **Job Title**  
COO

**Industry**  
Real Estate Brokerage and Management

**4. Professional Licenses**  
Brokers License-State of Texas

**Type of Occupation Associated with License**  
Real Estate Brokerage

**5. Professional Association Memberships**  
National Association of Realtors, Texas Association of Realtors, Greater Tyler Association of Realtors, Longview Association of Realtors, Metroplex Association of Realtors

**Association Office Held (if applicable)**  
Previously served on MLS Committee of Greater Tyler Association of Realtors

**6. Civil Volunteer Organizations and Activities:**

Member of Grace Community Church previously serving in Children's Ministry. Previously a deacon and member of Finance Committee at Colonial Hills Baptist Church.

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Ben Burks

**Date and Time**

09/22/2025 12:00 AM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name  
Mr Hector Garza

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

\* Office Phone  
(903) 283-8652

\* Email

[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**  
Appraisal District

\* **Qualifications/Experience for this Board:**  
Texas A&M Prarirview Smith county Democratic Party

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**  
22

\* **2. Education Institution / School**  
University of New Mexico, Albuquerque

**Diploma / Degree**  
1year

**Year**  
1990

\* **3. Employer (most recent)**  
Rose City coatings

\* **Job Title**  
Supervisor

**Industry**  
Decorative concrete/construction

**4. Professional Licenses**  
\*\*SKIPPED\*\*

**Type of Occupation Associated with License**  
\*\*SKIPPED\*\*

**5. Professional Association Memberships**  
\*\*SKIPPED\*\*

**Association Office Held (if applicable)**  
\*\*SKIPPED\*\*

**6. Civil Volunteer Organizations and Activities:**

Smith County Democratic Party chairman

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Hector Garza

**Date and Time**

09/23/2025 3:32 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name

Mr James P. Curry

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

\* [REDACTED] SS

[REDACTED]  
[REDACTED]

\* Office Phone

(707) 921-8904

\* Email

[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**

Smith County Appraisal District

\* **Qualifications/Experience for this Board:**

Resident homeowner, MBA

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**

10

\* **2. Education Institution / School**

MBA / Indiana University of Pennsylvania

**Diploma / Degree**

MBA

**Year**

1991

\* **3. Employer (most recent)**

Lindale ISD

\* **Job Title**

Substitute Teacher

**Industry**

Education

**4. Professional Licenses**

Certified Food Safety Manager

**Type of Occupation Associated with License**

Retail

**5. Professional Association Memberships**

American Ceramic Society

**Association Office Held (if applicable)**

\*\*SKIPPED\*\*

**6. Civil Volunteer Organizations and Activities:**

Civil Air Patrol

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

James Curry

**Date and Time**

09/23/2025 2:10 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702



## I. CONTACT INFORMATION

\* Full Name  
Mr. James D. Sheridan

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

\* Office Phone  
(903) 579-8125

\* Email  
[REDACTED]n

## II. BOARD SELECTION

\* **Name of Board Sought:**  
Appraisal District Board

\* **Qualifications/Experience for this Board:**  
33 years of banking experience in Tyler, Texas, underwriting, approving and closing commercial real estate loans.

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**  
56

\* **2. Education Institution / School**  
University of Texas at Tyler

**Diploma / Degree**  
B.B.A. - Finance

**Year**  
1990

\* **3. Employer (most recent)**  
Texas Bank and Trust

\* **Job Title**  
Senior Vice President

**Industry**  
Banking

**4. Professional Licenses**  
\*\*SKIPPED\*\*

**Type of Occupation Associated with License**  
\*\*SKIPPED\*\*

**5. Professional Association Memberships**  
\*\*SKIPPED\*\*

**Association Office Held (if applicable)**  
\*\*SKIPPED\*\*

**6. Civil Volunteer Organizations and Activities:**

Tyler Area Chamber of Commerce - past Treasurer, Board member and current Board Chair, United Way of Tyler/Smith County - Past Board Chair, current Board member, Better Business Bureau-past Chair

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

James Dean Sheridan

**Date and Time**

09/22/2025 12:00 AM

Casey Murphy

Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:

cmurphy@smith-county.com

Mail:

Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name

Mrs. Katrina Hines-Ligon

[REDACTED]  
[REDACTED]  
[REDACTED]

\* Office Phone

(903) 216-0414

\* Email

[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**

Appraisal District Board of Directors

\* **Qualifications/Experience for this Board:**

I have experience in community leadership though I would like to learn more about public service and finance.

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**

10

\* **2. Education Institution / School**

Texas A&M University- Class of 2007; Prairie View A&M University- Class of 2010 and 2012

**Diploma / Degree**

Bachelor of Arts in Psychology, Master of Arts in Counseling and Master of Science in Human Science with an emphasis in Marriage and Family Therapy

**Year**

2007, 2010 and 2012

\* **3. Employer (most recent)**

Katrina Hines-Ligon, LPC-S Counseling Services

\* **Job Title**

Licensed Professional Counseling- Supervisor

**Industry**

Social Services/Behavioral Health

**4. Professional Licenses**

LPC-S

**Type of Occupation Associated with License**

counselor

**5. Professional Association Memberships**

Texas Counseling Association

**Association Office Held (if applicable)**

N/A

**6. Civil Volunteer Organizations and Activities:**

Board Member of the American Red Cross; Board Member- For the Silent

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Katrina Hines-Ligon

**Date and Time**

09/23/2025 3:49 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name  
Kwame Freeman

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

\* Office Phone  
(903) 590-4777 ext. 4780

\* Email  
[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**  
Appraisal District Board of Directors

\* **Qualifications/Experience for this Board:**  
I have done a tone in this here community. From working in the church getting to know whats going on to how can people get ahead with their needs.

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**  
8

\* **2. Education Institution / School**  
UT Tyler

**Diploma / Degree**  
Political Science

**Year**  
4

\* **3. Employer (most recent)**  
Smith County

\* **Job Title**  
Elections Clerk

**Industry**  
\*\*SKIPPED\*\*

**4. Professional Licenses**  
\*\*SKIPPED\*\*

**Type of Occupation Associated with License**  
\*\*SKIPPED\*\*

**5. Professional Association Memberships**  
\*\*SKIPPED\*\*

**Association Office Held (if applicable)**  
\*\*SKIPPED\*\*

**6. Civil Volunteer Organizations and Activities:**

**\*\*SKIPPED\*\***

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Kwame Freeman

**Date and Time**

09/22/2025 12:30 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name

Mr. MICHAEL E. TOLBERT

\* [REDACTED]

\* Office Phone

(903) 372-7373

\* Email

## II. BOARD SELECTION

\* **Name of Board Sought:**

Smith County Appraisal Review Board

\* **Qualifications/Experience for this Board:**

Texas Licensed Real Estate Sales Person, 2003-2019; Smith County Appraisal Review Board member, 2006-2010; B.S. in Engineering Management from MS&T, 1993; Texas Agricultural Lifetime Leadership IX

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**

25

\* **2. Education Institution / School**

Missouri Science & Technology, TJC

**Diploma / Degree**

B.S. Engineering Management

**Year**

1993

\* **3. Employer (most recent)**

Self

\* **Job Title**

Property Developer, Agricultural Producer

**Industry**

Real estate, agriculture

**4. Professional Licenses**

Real estate sales person, 2003-2019

**Type of Occupation Associated with License**

Real estate

**5. Professional Association Memberships**

Smith County Landowners Association

**Association Office Held (if applicable)**

Parliamentarian

**6. Civil Volunteer Organizations and Activities:**

Alpha Phi Alpha Fraternity

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Michael E. Tolbert

**Date and Time**

09/28/2025 12:00 AM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702



## I. CONTACT INFORMATION

\* Full Name

Mrs. Patrina H. Pinkerton

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

\* Office Phone

(903) 360-8941

\* Email

pp [REDACTED]

## II. BOARD SELECTION

\* Name of Board Sought:

Patrina Pinkerton

\* Qualifications/Experience for this Board:

Educational Leadership, Business Administration. I have worked in the business field and currently in education for over 25 years. I have a background as an instructional leader on my past

## III. BACKGROUND INFORMATION

\* 1. Number of years you have lived in Smith County

58 years - Lifetime

\* 2. Education Institution / School

National University, Letourneau University, Texas College

**Diploma / Degree**

Doctorate expected in November 2025. MBAEL from Letourneau, and Bachelors in Business Administration

**Year**

2025

\* 3. Employer (most recent)

TylerISD

\* Job Title

Administrator/ Coordinator at TylerISD DAEP

**Industry**

Education/Business

**4. Professional Licenses**

Professional Teacher Certification Principal K-12/ Teacher 4-8 Social Studies

**Type of Occupation Associated with License**

Education/Administrator/ Business

**5. Professional Association Memberships**

National Honor Society for Adult Students. Current member of ATPE (Association of Texas Professional Educators). Member of TASSP- Texas Association of Secondary School Principals.

**Association Office Held (if applicable)**

N/A

**6. Civil Volunteer Organizations and Activities:**

TylerISD Mentee Volunteer with the district. Past member of Rose City Civitan International

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Patrina Pinkerton

**Date and Time**

09/22/2025 1:06 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name

Mr. Phillip Nathan. Woodfin

\* Office Phone

(832) 603-3663

\* Office Phone

(832) 603-3663

\* Email

## II. BOARD SELECTION

\* Name of Board Sought:

Board of Directors

\* Qualifications/Experience for this Board:

Local business person, active in the community.

## III. BACKGROUND INFORMATION

\* 1. Number of years you have lived in Smith County

18

\* 2. Education Institution / School

College bachelor's degree

Diploma / Degree

Marketing/business from SFASU

Year

2007

\* 3. Employer (most recent)

Eisenbach Consulting

\* Job Title

Managing Consultant

Industry

Energy Management

4. Professional Licenses

\*\*SKIPPED\*\*

Type of Occupation Associated with License

\*\*SKIPPED\*\*

5. Professional Association Memberships

\*\*SKIPPED\*\*

Association Office Held (if applicable)

\*\*SKIPPED\*\*

**6. Civil Volunteer Organizations and Activities:**

Whitehouse REC Soccer Coach.

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Phillip Nathan Woodfin

**Date and Time**

09/29/2025 3:22 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

\* Full Name  
Stephen Thompson

\* Full Name  
Stephen Thompson

\* [REDACTED]  
[REDACTED]

\_\_\_\_\_

\* Office Phone  
(903) 646-7619

\* **Email**

**\* Name of Board Sought:**  
Smth County Appraisal District Board of Directions - Community Representative (appointed by the Smith County Commissioner's Court)

**\* Name of Board Sought:**  
Smth County Appraisal District Board of Directions - Community Representative (appointed by the Smith County Commissioner's Court)

**\* Qualifications/Experience for this Board:**  
Before retiring I worked 18 years for a property tax consulting firm as and engineer/appraiser. We worked for numerous east TX appraisal districts and LA parish assessors offices.

**\* 1. Number of years you have lived in Smith County**  
21 -One year in Troup and twenty years in Tyler

**\* 1. Number of years you have lived in Smith County**  
21 -One year in Troup and twenty years in Tyler

**\* 2. Education Institution / School**  
LeTourneau University, Longview TX and Syracuse University, Syracuse, NY

**Diploma / Degree**  
BS Mechanical Engineering Technology; AAS Aviation Technology (both at LeTourneau); MBA(at Syracuse)

**Year**  
1980 LeTourneau; 1994 Syracuse

\* **3. Employer (most recent)**  
Pritchard and Abbott, Inc., 4900 Overton Commons Court, Fort Worth, TX 76132

\* **Job Title**  
Engineer/Appraiser

**Industry**  
Property Tax Consulting work. My company worked for about half of the county appraisal districts in Texas and about half of the Parish Assessors offices in Louisiana as well as several other states

#### 4. Professional Licenses

RPA - Registered Professional Appraiser in Texas (issued by Texas TDLR)

**Type of Occupation Associated with License**  
Property Tax appraisal in the state of Texas. My company did technical appraisal work contracted out by county CAD's . Mineral(oil and gas well values), Industrial plants and utility companies.

## 5. Professional Association Memberships

**\*\*SKIPPED\*\***

**Association Office Held (if applicable)**

**\*\*SKIPPED\*\***

**6. Civil Volunteer Organizations and Activities:**

City of Tyler Trees Committee (16 years)

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Stephen M Thompson

**Date and Time**

09/27/2025 12:00 AM

Casey Murphy

Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:

cmurphy@smith-county.com

Mail:

Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702

## I. CONTACT INFORMATION

\* Full Name  
Tanya Redic

\* Office Phone  
(903) 484-4109

\* Email  
[REDACTED]

## II. BOARD SELECTION

\* **Name of Board Sought:**  
Smith County Appraisal District Board of Directors

\* **Qualifications/Experience for this Board:**  
Licensed TX real estate broker (25+ yrs) and past Smith County Appraisal Review Board member; experienced in property values, governance, and ensuring compliance with state law.

## III. BACKGROUND INFORMATION

\* **1. Number of years you have lived in Smith County**  
28

\* **2. Education Institution / School**  
Texas A & M Commerce

**Diploma / Degree**  
Bachelor of Social Work

**Year**  
1997

\* **3. Employer (most recent)**  
CIDER Properties

\* **Job Title**  
Broker/Owner

**Industry**  
Real estate

**4. Professional Licenses**  
Texas Real Estate Broker

**Type of Occupation Associated with License**  
Real estate

**5. Professional Association Memberships**  
Greater Association of REALTORS & North Texas Association of Real Estate Brokers

**Association Office Held (if applicable)**  
Third Vice President for North Texas Association of Real Estate Brokers

**6. Civil Volunteer Organizations and Activities:**

Delta Sigma Theta Sorority, Inc & Leadership Tyler Alumni

I understand that if I am appointed to a board I will be expected to participate actively in the business of the respective board, and adhere to any attendance requirements. I also understand that I will be expected to become familiar with relevant County Ordinances, and review all material relating to decisions to be made and that I can abstain only for cause. I agree to contact the Commissioners Court Office in the event that there is any change in my home address / phone number / e-mail address listed above.

**\*Signature (Enter Your Legal Name as your Signature)**

Tanya Redic

**Date and Time**

09/22/2025 1:52 PM

Casey Murphy  
Public Information Officer, Smith County Commissioners Court  
(903) 590-4607

Email:  
cmurphy@smith-county.com

Mail:  
Smith County Commissioners Court  
200 E. Ferguson, Suite 100  
Tyler, Texas 75702



7

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 4/30/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Andrews Center Board of Trustees Appt/Reappt	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to appoint/reappoint two members to the Andrews Center Board of Trustees, positions three and nine, for a two-year term beginning November 1, 2025, and authorize the county judge to sign all related documentation.	
<b>Background:</b> Please see attached letters.	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> Wendy Gutierrez	<b>Email:</b> wgutierrez@andrewscenter.com
<b>Name:</b> J Bell	<b>Email:</b> jbell2@smith-county.com
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

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SUBMIT

Office Use Only  
Agenda Item # \_\_\_\_\_



September 24, 2025

The Honorable Neal Franklin  
Commissioners Court of Smith County  
Smith County Annex Bldg.  
200 E. Ferguson, Ste. 100  
Tyler, TX 75702

Dear Judge Franklin and Commissioners:

As a sponsoring agency of Andrews Center, pursuant to Texas Health and Safety Code, Title 7, Subchapter A, please post the following action item on your next Commissioners' Court agenda:

**"Consider adopting a RESOLUTION to re-appoint Ms. Joann Hampton, to the Andrews Center Board of Trustees, Position #9, At-Large."**

**Ms. Hampton** has provided dedicated service to the Center since September 2020. She graciously agreed to be re-appointed for an additional two-year term pending the court's decision.

The term of office for this re-appointment will be 11-01-2025 thru 10-31-2027. It should be noted that our policy allows a trustee to continue serving until reappointment, until their successor is appointed, or until the trustee fails to meet the participation requirements.

Attached and included for your convenience and assistance is a sample RESOLUTION. We would appreciate your notifying our Center of the results of your decision by October 20, 2025. And thank you for your continued support of the Andrews Center.

Sincerely,

Becki Mangum, CEO

2323 West Front Street • P.O. Box 4730 • Tyler, TX, 75712  
(903)597-1351 • 1-800-374-6058  
[www.andrewscenter.com](http://www.andrewscenter.com)

# RESOLUTION

At a meeting of the Smith County Commissioners' Court held at the Smith County Courthouse, Tyler, Texas, at which a quorum was present, the following RESOLUTION was adopted:

WHEREAS, The Commissioners Court of Smith County, Texas considered adopting a RESOLUTION appointing a Board Member to the **Andrews Center Board of Trustees**; and

WHEREAS such appointment is required and authorized pursuant to Chapter 534 of the Texas Health and Safety Code;

NOW, THEREFORE, BE IT RESOLVED, That the Commissioners Court of Smith County, Texas hereby appoints \_\_\_\_\_ to serve in Position #9, Smith County, on the Board of Trustees of Andrews Center for a term beginning on the date of adoption of this resolution and ending \_\_\_\_\_

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Neal Franklin, County Judge

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Christina Drewry  
Commissioner, Pct. 1

---

J. Scott Herod  
Commissioner, Pct. 3

---

John Moore  
Commissioner, Pct. 2

---

Ralph Caraway Sr.  
Commissioner, Pct. 4



September 24, 2025

The Honorable Neal Franklin  
Commissioners Court of Smith County  
Smith County Annex Bldg.  
200 E. Ferguson, Ste. 100  
Tyler, TX 75702

Dear Judge Franklin and Commissioners:

As a sponsoring agency of Andrews Center, pursuant to Texas Health and Safety Code, Title 7, Subchapter A, please post the following action item on your next Commissioners' Court agenda:

"Consider adopting a RESOLUTION to re-appoint **Mr. Richard Blake**, to the Andrews Center Board of Trustees, Position #3."

**Mr. Blake** has provided dedicated service to the Center since 2022. He graciously agreed to be re-appointed for an additional two-year term pending the court's decision.

The term of office for this re-appointment will be 11-01-2025 thru 10-31-2027. It should be noted that our policy allows a trustee to continue serving until reappointment, until their successor is appointed, or until the trustee fails to meet the participation requirements.

Attached and included for your convenience and assistance is a sample RESOLUTION. We would appreciate you notifying our Center of the results of your decision by October 20, 2025. And thank you for your continued support of the Andrews Center.

Sincerely,

Becki Mangum, CEO

2323 West Front Street • P.O. Box 4730 • Tyler, TX, 75712  
(903)597-1351 • 1-800-374-6058  
[www.andrewscenter.com](http://www.andrewscenter.com)

# RESOLUTION

At a meeting of the Smith County Commissioners Court held at the Smith County Courthouse, Tyler, Texas, at which a quorum was present, the following RESOLUTION was adopted:

WHEREAS, The Commissioners Court of Smith County, Texas considered adopting a RESOLUTION appointing a Board Member to the **Andrews Center Board of Trustees**; and

WHEREAS such appointment is required and authorized pursuant to Chapter 534 of the Texas Health and Safety Code;

NOW, THEREFORE, BE IT RESOLVED, That the Commissioners Court of Smith County, Texas hereby appoints \_\_\_\_\_ to serve in Position #3 Smith County, on the Board of Trustees of Andrews Center for a term beginning on the date of adoption of this resolution and ending \_\_\_\_\_

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Neal Franklin, County Judge

---

Christina Drewry  
Commissioner, Pct. 1

---

J. Scott Herod  
Commissioner, Pct. 3

---

John Moore  
Commissioner, Pct. 2

---

Ralph Caraway Sr.  
Commissioner, Pct. 4

8

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/23/2025	<b>Submitted by:</b> Rachel McCord
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Board Appointment - Smith County 9-1-1 Communications District Board	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to appoint/reappoint a member to the Smith County 9-1-1 Communications District Board of Managers for a two-year term beginning January 1, 2026, and authorize the county judge to sign all related documentation.	
<b>Background:</b> The position up for reappointment is held by Mr. Bobby Garmon who is interested in continuing to serve.	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> Bill Morales	<b>Email:</b> bmorales@911district.com
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_





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September 16, 2025

Honorable Neal Franklin  
200 E Ferguson Suite 100  
Tyler TX 75702

The Smith County 9-1-1 Communications District is governed by a Board of Managers as per the Texas Health and Safety Code, Chapter 772. The term of office for one of the two members appointed by the Smith County Commissioners' Court will expire on December 31, 2025. This appointment is currently held by Mr. Bobby Garmon. This letter's purpose is to ask the County for the reappointment of Mr. Garmon, or the nomination of a new appointee. Mr. Garmon has indicated that he would be interested in continuing to serve.

The Texas Health and Safety Code, Chapter 772, sets forth that Board Members are appointed for staggered terms of two years, with as near to one-half of the members' terms expiring each year. According to Chapter 772, the Board will consist of

- e. Two (2) members representing the county, appointed by the Commissioners court of the county.
- f. Two (2) members appointed jointly by the majority vote of the municipalities voting on the appointment and located in whole or part in the district. (There are 11 voting municipalities in Smith County).
- g. One member appointed Jointly by the Volunteer Fire Departments operating wholly or partly in the district
- h. One (1) member appointed by the principal service supplier. (AT&T Communications in Smith County)

Texas Health and Safety Code, Chapter 772, does not set forth any requirements as to particular qualifications, experience, or residency to be appointed to the District Board of Managers.

Please submit the name of the appointee selected by the Smith County Commissioners' Court no later than November 20th, 2025. If you have any questions or need additional information, please do not hesitate to contact me at 903-566-8911.

Respectfully,

William V. Morales,  
Director

**Smith County 9-1-1 Communications District  
Nomination for Board Member**

Name of Nominee: \_\_\_\_\_

Nomination made by the County of: \_\_\_\_\_

**Brief Resume**

Note: This resume will be provided to the other cities to assist them in casting their vote for the Board appointment.

Return to:           Smith County 9-1-1 Communications District  
                          205 Shelley Dr  
                          Tyler, TX 75701  
                          Fax: 903-561-3329

Smith County 9-1-1 Communications District  
Board of Managers  
EFFECTIVE 01/01/2026

Our enabling legislation, Health & Safety Code 772, specifies that our Board of Managers will be appointed in the following manner:

1. Two members to be appointed by Smith County
2. Two members to be appointed by all the cities within the District
3. One member appointed by the Volunteer Fire Departments in the District
4. One non-voting member to be appointed by the major telephone company in the District

Should our District be enlarged and take in more counties, these added counties would then appoint one additional member each.

At present our Board is composed of the following members:

<u>NAME</u>	<u>OFFICE</u>	<u>APPOINTED BY</u>	<u>TERM EXPIRATION</u>
Gene Cottle	Chairman	Cities	12/31/26
Jerry Shamburger	Vice-Chairman	County	12/31/26
Ron Shaffer	Secretary/Treasurer	Cities	12/31/25
Johnny Brown		VFDs	12/31/25
Bobby Garmon		County	12/31/25
Fred Cowden		AT&T	N/A

## ***RESOLUTION***

*At a regular meeting of the Smith County Commissioners' Court held at the Smith County Courthouse Annex, Tyler, Texas, at which a quorum was present, the following Resolution was adopted:*

***WHEREAS***, the Commissioners Court of Smith County, Texas considered adopting a resolution reappointing a board member to the Smith County 9-1-1 Communications District Board of Managers;

***NOW, THEREFORE, BE IT RESOLVED***, that the Commissioners Court of Smith County, Texas hereby reappoints \_\_\_\_\_ to serve on the Smith County 9-1-1 Communications District Board of Managers for a two-year term beginning January 1, 2026.

***WITNESS OUR HANDS THIS 7<sup>th</sup> day of October, A.D. 2025.***

---

Neal Franklin  
County Judge

---

Christina Drewry  
Commissioner, Precinct 1

---

John Moore  
Commissioner, Precinct 2

---

J Scott Herod  
Commissioner, Precinct 3

---

Ralph Caraway, Sr.  
Commissioner, Precinct 4

9

# SMITH COUNTY COMMISSIONERS COURT

## AGENDA ITEM REQUEST FORM

<b>Submission Date:</b> 9/25/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> 114 & 321 District Indigent Defense Contracts	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to approve the following Indigent Defense Contracts in the amount of \$120,000, for the 12-month term of the contract for the 114th and 321st Judicial District Courts, pursuant to the Texas Code of Criminal Procedure, Article 26.04:	
<b>Background:</b> a. Thad Davidson.b. Chervl Wulf.c. Kurt Noell.d. James Carter. e. Alicia Barklev.f Don Davidson.g. Kyle Rosenstein,h. Jennifer Deen. i. Emily Patton.j. Karen Bretzke,k. Amy Daughtrey, and l. Carey Christie.	
<b>Financial and Operational Impact:</b> Each Attorney will receive a monthly sum of Ten Thousand and no/100 Dollars (\$10,000.00) for the twelve (12) month term of this agreement totaling One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00) for the term of the contract, unless the Contract is terminated sooner.	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> T Wilson	<b>Email:</b> twilson@smith-county.com
<b>Name:</b> J Bell	<b>Email:</b> jbell2@smith-county.com
<b>Name:</b> Kaylee Hahn	<b>Email:</b> KHahn@smith-county.com
<b>Name:</b>	<b>Email:</b>

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SUBMIT

Office Use Only  
Agenda Item # \_\_\_\_\_

**CONTRACT FOR LEGAL SERVICES  
FOR INDIGENT CRIMINAL DEFENDANTS**

This Contract is authorized by Texas Code of Criminal Procedure 26.04 and the Texas Administrative Code Title 1, Part 8, chapter 174, and is made by and between the parties identified below for the purpose of providing legal services to indigent defendants in the criminal courts of Smith County, Texas.

NOW THEREFORE, the Parties agree as follows:

1. Parties. The Parties are the Appointing Authority, Contracting Authority, and Contractor.
2. Appointing Authority shall mean the Honorable Judge of the 114<sup>th</sup> Judicial District Court of Smith County, who has authority to establish an indigent defense plan and approve attorneys to represent indigent defendants in criminal cases under Article 26.04, Code of Criminal Procedure.
3. Contracting Authority shall mean Smith County, Texas, acting by and through its duly elected County Judge and Commissioners Court.
4. Attorney shall mean Cheryl Wulf.
5. Term. The term of this contract shall be for twelve months beginning on October 1, 2025, and ending on September 30, 2026, unless sooner terminated as set forth herein.
6. Compensation. Attorney will receive a monthly sum of Ten Thousand and no/100 Dollars (\$10,000.00) for the twelve (12) month term of this agreement totaling One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00) for the term of the contract, unless the Contract is terminated sooner.
7. Payment of Compensation. No attorney payments shall be made until the attorney has completed an itemized voucher that has been approved by the Appointing Authority. Upon approval of an itemized voucher, the Appointing Authority shall submit the approved voucher to the Office of the Smith County Auditor for normal accounts payable processing.
8. Attorney Qualifications. By signing this Contract, Attorney represents to the Appointing Authority that he or she meets the following minimum qualifications:
  - a. maintains the minimum qualifications to practice law in the State of Texas and will immediately inform the Appointing Authority of any change in status with the State Bar of Texas;
  - b. is familiar with the Texas Penal Code, the Texas Code of Criminal Procedure, the Texas Rules of Evidence, Texas Disciplinary Rules of Professional Conduct, Texas case law and the local rules of practice for the criminal courts of Smith County, Texas;
  - c. consistently demonstrates commitment to providing effective assistance of counsel and quality representation to criminal defendants;

- d. consistently demonstrates professionalism, proficiency, and reliability in representing criminal defendants, and in dealing with the courts and opposing counsel;
  - e. is of sound mind, as well as good moral and ethical character;
  - f. has not been sanctioned by a court for failure to appear;
  - g. has not been sanctioned by a court for any type of unprofessional conduct or abusive conduct;
  - h. maintains his or her principal office in Smith County (A principal office is the commercial location where the attorney conducts the majority of his or her criminal law practice, and does not include a post office address);
  - i. maintains a secretary, receptionist, answering service or daily monitored answering machine or voice mail system at his or her principal Smith County office;
  - j. maintains a current listing in the Tyler, Texas telephone book and/or in directory assistance;
  - k. maintains a functioning fax machine on a dedicated telephone line or an e-mail address, available 24 hours a day and monitored on a daily basis;
  - l. files with the Appointing Authority a complete, accurate sworn "Application for Felony Court-Appointments," including all required attachments; and
  - m. Attorney qualifications shall equal or exceed the qualifications provided in the Indigent Defense Plan.
9. Caseload. Attorney may handle up to a maximum of 200 cases, including felonies and applications to revoke probation or proceed to final adjudication in felony cases, per year. If Attorney is appointed to 200 cases in any contract term, Attorney shall be required to notify the Appointing Authority immediately so that Attorney will not receive further appointments. This Contract shall include appointments for representation in First, Second, Third, and State Jail Felonies, but shall not include appointment for representation in capital felonies.
10. Compensation for Expenses. Counsel appointed to represent indigent defendants shall be reimbursed for reasonable and necessary expenses, including expenses for investigation and for mental health and other experts without prior court approval and same shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(h) of the Texas Code of Criminal Procedure. Expenses incurred with prior court approval shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(f) and (g) of the Texas Code of Criminal Procedure according to the following procedures:
- a. Procedure for Prior Court Approval of Expenses. Appointed counsel shall file with the court a pretrial request for advance payment of investigative and/or expert witness expenses to investigate potential defenses. In the discretion of the attorney, this request may be filed as an ex parte confidential request.
  - b. The request for approval of expenses must state the type of investigation to be conducted or the type of expert witness to be retained, must set out specific facts that suggest the investigation will result in admissible evidence or that the services of an expert witness are reasonably necessary to assist in the preparation of a potential defense, and shall include an itemized list of anticipated expenses for each investigator and/or expert witness. The judge shall grant the request for payment of



expenses in whole or in part as far as the request is reasonable. If the judge denies the request in whole or in part, the judge shall state the reason for the denial in writing, attach the denial to the request, and submit the request and denial as a sealed exhibit to the record.

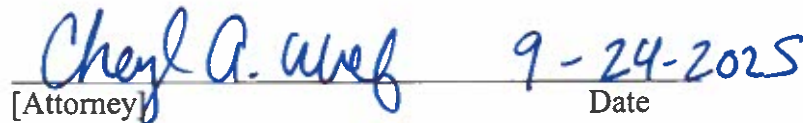
11. Independent Contractor. Attorney is not an employee of the Contracting Authority or the Appointing Authority. At most, Attorney is an independent contractor who shall complete the requirements of this Contract by Attorney's own means and methods of work, and in accordance with the Attorney's professional legal judgment, which shall be in the exclusive charge and control of the Attorney and is not subject to control or supervision of the Appointing Authority or the Contracting Authority, except as specified in this Contract. ANY DEFENDANT IS THE CLIENT OF THE ATTORNEY - NOT THE CLIENT OF EITHER THE CONTRACTING AUTHORITY OR THE APPOINTING AUTHORITY. IT IS THE DUTY OF THE ATTORNEY AT ALL TIMES TO PROVIDE COMPETENT, ZEALOUS LEGAL SERVICES TO EACH CLIENT IN ACCORDANCE WITH RESPONSIBILITIES UNDER TEXAS LAW, INCLUDING BUT NOT LIMITED TO THE TEXAS CODE OF CRIMINAL PROCEDURE AND THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT.
12. Standard of Performance. Attorney shall, for the consideration expressed above, provide legal services to each person for whom he or she is appointed, as follows:
  - a. Provide quality, effective, competent, zealous legal representation to all clients in a professional, skilled manner consistent with the attorney's responsibilities under the Texas Disciplinary Rules of Professional Conduct, the Texas Code of Criminal Procedure, and all applicable laws.
  - b. Make every reasonable effort to contact any court-appointed client not later than the end of the first working day after the date on which the attorney is appointed and to interview the defendant as soon as practicable after the attorney is appointed.
  - c. Ensure continuity of representation of the client unless relieved or replaced in accordance with Texas Code of Criminal Procedure article 26.04(j)(2).
  - d. Attorney shall not assign, subcontract, or delegate any part of the services to be provided by the Attorney under this Contract.
  - e. Attorney shall not accept any payments from a client or third-party for legal services provided in a case assigned under this Contract.
  - f. Attorney shall not release confidential attorney-client information or work product related to any case assigned under this Contract, except when authorized by the Texas Disciplinary Rule of Professional Conduct.
  - g. Attorney shall not represent any defendant when to do so would create a conflict of interest. In the event of a conflict of interest, Attorney shall present evidence to the Appointing Authority, and if so ordered, be allowed to withdraw from representation of that defendant.

13. Continuing Requirements. In addition to the foregoing qualifications and performance standards, Attorney shall:
  - a. Submit a monthly report to be approved by the Appointing Authority, in accordance with Texas Code of Criminal Procedure 26.05. The report must include the number of cases disposed of in the previous month and the types of cases as well as the number of cases currently open and assigned by the courts.
  - b. Submit an annual report regarding percentage of practice time dedicated to appointed cases in Smith County. The report shall be in the form attached hereto as Exhibit A.
  - c. Maintain the minimum qualifications to practice law in the State of Texas and must immediately inform the Appointing Authority of any change in the status of the Attorney's law license. Upon request, Attorney shall provide Appointing Authority with proof of licensure in good standing.
14. Termination of Contract. This Contract may be terminated by the Appointing Authority for good cause, including but not limited to the following:
  - a. Appointing Authority may terminate this Contract if Attorney closes his active office for the practice of law in Smith County, Texas.
  - b. Appointing Authority may terminate this Contract if Attorney fails to perform the duties set forth in this Contract. Such failure shall be supported by judicial findings of that failure.
  - c. Attorney may terminate this Contract if Contracting Authority fails to make timely payments as specified herein.
  - d. Attorney may terminate this Contract if, for reasons beyond the control of Attorney, Attorney is unable to perform the duties required hereunder.
  - e. The Appointing Authority and Attorney may mutually terminate the Contract for force majeure or any change in the applicable or authorizing law, which renders the Contract moot.
  - f. Attorney may terminate this Contract on or before 31 December 2025 and shall not thereafter be required to continue their representation of any client appointed under this contract.
15. Effect of Termination Upon the Attorney-Client Relationship. The attorney-client relationship commences upon the appointment of Attorney to represent any person under this Contract. In the event of termination of the Contract, the attorney-client relationship shall continue until the conclusion of the matter for which Attorney was appointed. Appointing Authority, Contracting Authority, and Attorney agree that compensation paid during the term of the Contract shall be adequate consideration for all services to be performed pursuant to the Contract, including the conclusion of any representation described in this paragraph. In the event that Attorney is no longer able or is legally not qualified to conclude such matter, the Appointing Authority shall consider whether the client remains indigent, and if so, make such other appointment as may be necessary to provide effective legal representation for the indigent person.

16. Disputes. Venue of any dispute arising under or with regard to this Contract shall be in a court of competent jurisdiction in Smith County, Texas.
17. Providing false information in an application for appointment under this Contract shall be grounds for immediate termination of the Contract.
18. Falsification of any report, billing documentation or other submission by the Attorney will be grounds for immediate termination of the Contract. In addition, such actions may subject the Attorney to professional discipline and/or criminal prosecution.

  
Honorable Judge Austin Reeve Jackson      Date

\_\_\_\_\_  
Honorable Judge Neal Franklin      Date

  
[Attorney]      Date

## **CONTRACT FOR LEGAL SERVICES FOR INDIGENT CRIMINAL DEFENDANTS**

This Contract is authorized by Texas Code of Criminal Procedure 26.04 and the Texas Administrative Code Title 1, Part 8, chapter 174, and is made by and between the parties identified below for the purpose of providing legal services to indigent defendants in the criminal courts of Smith County, Texas.

NOW THEREFORE, the Parties agree as follows:

1. **Parties.** The Parties are the Appointing Authority, Contracting Authority, and Contractor.
2. **Appointing Authority** shall mean the Honorable Judge of the 114<sup>th</sup> Judicial District Court of Smith County, who has authority to establish an indigent defense plan and approve attorneys to represent indigent defendants in criminal cases under Article 26.04, Code of Criminal Procedure.
3. **Contracting Authority** shall mean Smith County, Texas, acting by and through its duly elected County Judge and Commissioners Court.
4. **Attorney** shall mean Thad Davidson.
5. **Term.** The term of this contract shall be for twelve months beginning on October 1, 2025, and ending on September 30, 2026, unless sooner terminated as set forth herein.
6. **Compensation.** Attorney will receive a monthly sum of Ten Thousand and no/100 Dollars (\$10,000.00) for the twelve (12) month term of this agreement totaling One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00) for the term of the contract, unless the Contract is terminated sooner.
7. **Payment of Compensation.** No attorney payments shall be made until the attorney has completed an itemized voucher that has been approved by the Appointing Authority. Upon approval of an itemized voucher, the Appointing Authority shall submit the approved voucher to the Office of the Smith County Auditor for normal accounts payable processing.
8. **Attorney Qualifications.** By signing this Contract, Attorney represents to the Appointing Authority that he or she meets the following minimum qualifications:
  - a. maintains the minimum qualifications to practice law in the State of Texas and will immediately inform the Appointing Authority of any change in status with the State Bar of Texas;
  - b. is familiar with the Texas Penal Code, the Texas Code of Criminal Procedure, the Texas Rules of Evidence, Texas Disciplinary Rules of Professional Conduct, Texas case law and the local rules of practice for the criminal courts of Smith County, Texas;
  - c. consistently demonstrates commitment to providing effective assistance of counsel and quality representation to criminal defendants;


- d. consistently demonstrates professionalism, proficiency, and reliability in representing criminal defendants, and in dealing with the courts and opposing counsel;
  - e. is of sound mind, as well as good moral and ethical character;
  - f. has not been sanctioned by a court for failure to appear;
  - g. has not been sanctioned by a court for any type of unprofessional conduct or abusive conduct;
  - h. maintains his or her principal office in Smith County (A principal office is the commercial location where the attorney conducts the majority of his or her criminal law practice, and does not include a post office address);
  - i. maintains a secretary, receptionist, answering service or daily monitored answering machine or voice mail system at his or her principal Smith County office;
  - j. maintains a current listing in the Tyler, Texas telephone book and/or in directory assistance;
  - k. maintains a functioning fax machine on a dedicated telephone line or an e-mail address, available 24 hours a day and monitored on a daily basis;
  - l. files with the Appointing Authority a complete, accurate sworn "Application for Felony Court-Appointments," including all required attachments; and
  - m. Attorney qualifications shall equal or exceed the qualifications provided in the Indigent Defense Plan.
9. Caseload. Attorney may handle up to a maximum of 200 cases, including felonies and applications to revoke probation or proceed to final adjudication in felony cases, per year. If Attorney is appointed to 200 cases in any contract term, Attorney shall be required to notify the Appointing Authority immediately so that Attorney will not receive further appointments. This Contract shall include appointments for representation in First, Second, Third, and State Jail Felonies, but shall not include appointment for representation in capital felonies.
10. Compensation for Expenses. Counsel appointed to represent indigent defendants shall be reimbursed for reasonable and necessary expenses, including expenses for investigation and for mental health and other experts without prior court approval and same shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(h) of the Texas Code of Criminal Procedure. Expenses incurred with prior court approval shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(f) and (g) of the Texas Code of Criminal Procedure according to the following procedures:
- a. Procedure for Prior Court Approval of Expenses. Appointed counsel shall file with the court a pretrial request for advance payment of investigative and/or expert witness expenses to investigate potential defenses. In the discretion of the attorney, this request may be filed as an ex parte confidential request.
  - b. The request for approval of expenses must state the type of investigation to be conducted or the type of expert witness to be retained, must set out specific facts that suggest the investigation will result in admissible evidence or that the services of an expert witness are reasonably necessary to assist in the preparation of a potential defense, and shall include an itemized list of anticipated expenses for each investigator and/or expert witness. The judge shall grant the request for payment of

expenses in whole or in part as far as the request is reasonable. If the judge denies the request in whole or in part, the judge shall state the reason for the denial in writing, attach the denial to the request, and submit the request and denial as a sealed exhibit to the record.

11. **Independent Contractor.** Attorney is not an employee of the Contracting Authority or the Appointing Authority. At most, Attorney is an independent contractor who shall complete the requirements of this Contract by Attorney's own means and methods of work, and in accordance with the Attorney's professional legal judgment, which shall be in the exclusive charge and control of the Attorney and is not subject to control or supervision of the Appointing Authority or the Contracting Authority, except as specified in this Contract. ANY DEFENDANT IS THE CLIENT OF THE ATTORNEY - NOT THE CLIENT OF EITHER THE CONTRACTING AUTHORITY OR THE APPOINTING AUTHORITY. IT IS THE DUTY OF THE ATTORNEY AT ALL TIMES TO PROVIDE COMPETENT, ZEALOUS LEGAL SERVICES TO EACH CLIENT IN ACCORDANCE WITH RESPONSIBILITIES UNDER TEXAS LAW, INCLUDING BUT NOT LIMITED TO THE TEXAS CODE OF CRIMINAL PROCEDURE AND THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT.
12. **Standard of Performance.** Attorney shall, for the consideration expressed above, provide legal services to each person for whom he or she is appointed, as follows:
  - a. Provide quality, effective, competent, zealous legal representation to all clients in a professional, skilled manner consistent with the attorney's responsibilities under the Texas Disciplinary Rules of Professional Conduct, the Texas Code of Criminal Procedure, and all applicable laws.
  - b. Make every reasonable effort to contact any court-appointed client not later than the end of the first working day after the date on which the attorney is appointed and to interview the defendant as soon as practicable after the attorney is appointed.
  - c. Ensure continuity of representation of the client unless relieved or replaced in accordance with Texas Code of Criminal Procedure article 26.04(j)(2).
  - d. Attorney shall not assign, subcontract, or delegate any part of the services to be provided by the Attorney under this Contract.
  - e. Attorney shall not accept any payments from a client or third-party for legal services provided in a case assigned under this Contract.
  - f. Attorney shall not release confidential attorney-client information or work product related to any case assigned under this Contract, except when authorized by the Texas Disciplinary Rule of Professional Conduct.
  - g. Attorney shall not represent any defendant when to do so would create a conflict of interest. In the event of a conflict of interest, Attorney shall present evidence to the Appointing Authority, and if so ordered, be allowed to withdraw from representation of that defendant.

13. Continuing Requirements. In addition to the foregoing qualifications and performance standards, Attorney shall:
  - a. Submit a monthly report to be approved by the Appointing Authority, in accordance with Texas Code of Criminal Procedure 26.05. The report must include the number of cases disposed of in the previous month and the types of cases as well as the number of cases currently open and assigned by the courts.
  - b. Submit an annual report regarding percentage of practice time dedicated to appointed cases in Smith County. The report shall be in the form attached hereto as Exhibit A.
  - c. Maintain the minimum qualifications to practice law in the State of Texas and must immediately inform the Appointing Authority of any change in the status of the Attorney's law license. Upon request, Attorney shall provide Appointing Authority with proof of licensure in good standing.
14. Termination of Contract. This Contract may be terminated by the Appointing Authority for good cause, including but not limited to the following:
  - a. Appointing Authority may terminate this Contract if Attorney closes his active office for the practice of law in Smith County, Texas.
  - b. Appointing Authority may terminate this Contract if Attorney fails to perform the duties set forth in this Contract. Such failure shall be supported by judicial findings of that failure.
  - c. Attorney may terminate this Contract if Contracting Authority fails to make timely payments as specified herein.
  - d. Attorney may terminate this Contract if, for reasons beyond the control of Attorney, Attorney is unable to perform the duties required hereunder.
  - e. The Appointing Authority and Attorney may mutually terminate the Contract for force majeure or any change in the applicable or authorizing law, which renders the Contract moot.
15. Effect of Termination Upon the Attorney-Client Relationship. The attorney-client relationship commences upon the appointment of Attorney to represent any person under this Contract. In the event of termination of the Contract, the attorney-client relationship shall continue until the conclusion of the matter for which Attorney was appointed. Appointing Authority, Contracting Authority, and Attorney agree that compensation paid during the term of the Contract shall be adequate consideration for all services to be performed pursuant to the Contract, including the conclusion of any representation described in this paragraph. In the event that Attorney is no longer able or is legally not qualified to conclude such matter, the Appointing Authority shall consider whether the client remains indigent, and if so, make such other appointment as may be necessary to provide effective legal representation for the indigent person.
16. Disputes. Venue of any dispute arising under or with regard to this Contract shall be in a court of competent jurisdiction in Smith County, Texas.

17. Providing false information in an application for appointment under this Contract shall be grounds for immediate termination of the Contract.
18. Falsification of any report, billing documentation or other submission by the Attorney will be grounds for immediate termination of the Contract. In addition, such actions may subject the Attorney to professional discipline and/or criminal prosecution.

  
\_\_\_\_\_  
Honorable Judge Austin Reeve Jackson      Date

\_\_\_\_\_  
Honorable Judge Neal Franklin      Date

  
\_\_\_\_\_  
[Attorney]      24 September 2025  
Date



**CONTRACT FOR LEGAL SERVICES  
FOR INDIGENT CRIMINAL DEFENDANTS**

This Contract is authorized by Texas Code of Criminal Procedure 26.04 and the Texas Administrative Code Title 1, Part 8, chapter 174, and is made by and between the parties identified below for the purpose of providing legal services to indigent defendants in the criminal courts of Smith County, Texas.

NOW THEREFORE, the Parties agree as follows:

1. Parties. The Parties are the Appointing Authority, Contracting Authority, and Contractor.
2. Appointing Authority shall mean the Honorable Judge of the 114<sup>th</sup> Judicial District Court of Smith County, who has authority to establish an indigent defense plan and approve attorneys to represent indigent defendants in criminal cases under Article 26.04, Code of Criminal Procedure.
3. Contracting Authority shall mean Smith County, Texas, acting by and through its duly elected County Judge and Commissioners Court.
4. Attorney shall mean Kurt Noell.
5. Term. The term of this contract shall be for twelve months beginning on October 1, 2025, and ending on September 30, 2026, unless sooner terminated as set forth herein.
6. Compensation. Attorney will receive a monthly sum of Ten Thousand and no/100 Dollars (\$10,000.00) for the twelve (12) month term of this agreement totaling One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00) for the term of the contract, unless the Contract is terminated sooner.
7. Payment of Compensation. No attorney payments shall be made until the attorney has completed an itemized voucher that has been approved by the Appointing Authority. Upon approval of an itemized voucher, the Appointing Authority shall submit the approved voucher to the Office of the Smith County Auditor for normal accounts payable processing.
8. Attorney Qualifications. By signing this Contract, Attorney represents to the Appointing Authority that he or she meets the following minimum qualifications:
  - a. maintains the minimum qualifications to practice law in the State of Texas and will immediately inform the Appointing Authority of any change in status with the State Bar of Texas;
  - b. is familiar with the Texas Penal Code, the Texas Code of Criminal Procedure, the Texas Rules of Evidence, Texas Disciplinary Rules of Professional Conduct, Texas case law and the local rules of practice for the criminal courts of Smith County, Texas;
  - c. consistently demonstrates commitment to providing effective assistance of counsel and quality representation to criminal defendants;

- d. consistently demonstrates professionalism, proficiency, and reliability in representing criminal defendants, and in dealing with the courts and opposing counsel;
  - e. is of sound mind, as well as good moral and ethical character;
  - f. has not been sanctioned by a court for failure to appear;
  - g. has not been sanctioned by a court for any type of unprofessional conduct or abusive conduct;
  - h. maintains his or her principal office in Smith County (A principal office is the commercial location where the attorney conducts the majority of his or her criminal law practice, and does not include a post office address);
  - i. maintains a secretary, receptionist, answering service or daily monitored answering machine or voice mail system at his or her principal Smith County office;
  - j. maintains a current listing in the Tyler, Texas telephone book and/or in directory assistance;
  - k. maintains a functioning fax machine on a dedicated telephone line or an e-mail address, available 24 hours a day and monitored on a daily basis;
  - l. files with the Appointing Authority a complete, accurate sworn "Application for Felony Court-Appointments," including all required attachments; and
  - m. Attorney qualifications shall equal or exceed the qualifications provided in the Indigent Defense Plan.
9. Caseload. Attorney may handle up to a maximum of 200 cases, including felonies and applications to revoke probation or proceed to final adjudication in felony cases, per year. If Attorney is appointed to 200 cases in any contract term, Attorney shall be required to notify the Appointing Authority immediately so that Attorney will not receive further appointments. This Contract shall include appointments for representation in First, Second, Third, and State Jail Felonies, but shall not include appointment for representation in capital felonies.
10. Compensation for Expenses. Counsel appointed to represent indigent defendants shall be reimbursed for reasonable and necessary expenses, including expenses for investigation and for mental health and other experts without prior court approval and same shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(h) of the Texas Code of Criminal Procedure. Expenses incurred with prior court approval shall be reimbursed in accordance with Article 26.05(d) and Article 26.052(f) and (g) of the Texas Code of Criminal Procedure according to the following procedures:
- a. Procedure for Prior Court Approval of Expenses. Appointed counsel shall file with the court a pretrial request for advance payment of investigative and/or expert witness expenses to investigate potential defenses. In the discretion of the attorney, this request may be filed as an ex parte confidential request.
  - b. The request for approval of expenses must state the type of investigation to be conducted or the type of expert witness to be retained, must set out specific facts that suggest the investigation will result in admissible evidence or that the services of an expert witness are reasonably necessary to assist in the preparation of a potential defense, and shall include an itemized list of anticipated expenses for each investigator and/or expert witness. The judge shall grant the request for payment of

expenses in whole or in part as far as the request is reasonable. If the judge denies the request in whole or in part, the judge shall state the reason for the denial in writing, attach the denial to the request, and submit the request and denial as a sealed exhibit to the record.

11. Independent Contractor. Attorney is not an employee of the Contracting Authority or the Appointing Authority. At most, Attorney is an independent contractor who shall complete the requirements of this Contract by Attorney's own means and methods of work, and in accordance with the Attorney's professional legal judgment, which shall be in the exclusive charge and control of the Attorney and is not subject to control or supervision of the Appointing Authority or the Contracting Authority, except as specified in this Contract. ANY DEFENDANT IS THE CLIENT OF THE ATTORNEY - NOT THE CLIENT OF EITHER THE CONTRACTING AUTHORITY OR THE APPOINTING AUTHORITY. IT IS THE DUTY OF THE ATTORNEY AT ALL TIMES TO PROVIDE COMPETENT, ZEALOUS LEGAL SERVICES TO EACH CLIENT IN ACCORDANCE WITH RESPONSIBILITIES UNDER TEXAS LAW, INCLUDING BUT NOT LIMITED TO THE TEXAS CODE OF CRIMINAL PROCEDURE AND THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT.
12. Standard of Performance. Attorney shall, for the consideration expressed above, provide legal services to each person for whom he or she is appointed, as follows:
  - a. Provide quality, effective, competent, zealous legal representation to all clients in a professional, skilled manner consistent with the attorney's responsibilities under the Texas Disciplinary Rules of Professional Conduct, the Texas Code of Criminal Procedure, and all applicable laws.
  - b. Make every reasonable effort to contact any court-appointed client not later than the end of the first working day after the date on which the attorney is appointed and to interview the defendant as soon as practicable after the attorney is appointed.
  - c. Ensure continuity of representation of the client unless relieved or replaced in accordance with Texas Code of Criminal Procedure article 26.04(j)(2).
  - d. Attorney shall not assign, subcontract, or delegate any part of the services to be provided by the Attorney under this Contract.
  - e. Attorney shall not accept any payments from a client or third-party for legal services provided in a case assigned under this Contract.
  - f. Attorney shall not release confidential attorney-client information or work product related to any case assigned under this Contract, except when authorized by the Texas Disciplinary Rule of Professional Conduct.
  - g. Attorney shall not represent any defendant when to do so would create a conflict of interest. In the event of a conflict of interest, Attorney shall present evidence to the Appointing Authority, and if so ordered, be allowed to withdraw from representation of that defendant.

13. Continuing Requirements. In addition to the foregoing qualifications and performance standards, Attorney shall:
  - a. Submit a monthly report to be approved by the Appointing Authority, in accordance with Texas Code of Criminal Procedure 26.05. The report must include the number of cases disposed of in the previous month and the types of cases as well as the number of cases currently open and assigned by the courts.
  - b. Submit an annual report regarding percentage of practice time dedicated to appointed cases in Smith County. The report shall be in the form attached hereto as Exhibit A.
  - c. Maintain the minimum qualifications to practice law in the State of Texas and must immediately inform the Appointing Authority of any change in the status of the Attorney's law license. Upon request, Attorney shall provide Appointing Authority with proof of licensure in good standing.
14. Termination of Contract. This Contract may be terminated by the Appointing Authority for good cause, including but not limited to the following:
  - a. Appointing Authority may terminate this Contract if Attorney closes his active office for the practice of law in Smith County, Texas.
  - b. Appointing Authority may terminate this Contract if Attorney fails to perform the duties set forth in this Contract. Such failure shall be supported by judicial findings of that failure.
  - c. Attorney may terminate this Contract if Contracting Authority fails to make timely payments as specified herein.
  - d. Attorney may terminate this Contract if, for reasons beyond the control of Attorney, Attorney is unable to perform the duties required hereunder.
  - e. The Appointing Authority and Attorney may mutually terminate the Contract for force majeure or any change in the applicable or authorizing law, which renders the Contract moot.
  - f. Attorney may terminate this Contract on or before 31 December 2025 and shall not thereafter be required to continue their representation of any client appointed under this contract.
15. Effect of Termination Upon the Attorney-Client Relationship. The attorney-client relationship commences upon the appointment of Attorney to represent any person under this Contract. In the event of termination of the Contract, the attorney-client relationship shall continue until the conclusion of the matter for which Attorney was appointed. Appointing Authority, Contracting Authority, and Attorney agree that compensation paid during the term of the Contract shall be adequate consideration for all services to be performed pursuant to the Contract, including the conclusion of any representation described in this paragraph. In the event that Attorney is no longer able or is legally not qualified to conclude such matter, the Appointing Authority shall consider whether the client remains indigent, and if so, make such other appointment as may be necessary to provide effective legal representation for the indigent person.

16. Disputes. Venue of any dispute arising under or with regard to this Contract shall be in a court of competent jurisdiction in Smith County, Texas.
17. Providing false information in an application for appointment under this Contract shall be grounds for immediate termination of the Contract.
18. Falsification of any report, billing documentation or other submission by the Attorney will be grounds for immediate termination of the Contract. In addition, such actions may subject the Attorney to professional discipline and/or criminal prosecution.

  
\_\_\_\_\_  
Honorable Judge Austin Reeve Jackson      Date

\_\_\_\_\_  
Honorable Judge Neal Franklin      Date

  
\_\_\_\_\_  
[Attorney]      9-25-25  
Date

**CONTRACT FOR LEGAL SERVICES  
FOR INDIGENT LITIGANTS AND CHILDREN  
IN MATTERS BROUGHT BY THE  
TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES (DFPS)**

This Contract is authorized by Texas Family Code, Chapter 107, Subchapter A, Court-Ordered Representations in Suits Affecting the Parent-Child Relationship and is made by and between the parties identified below for the purpose of providing legal services as defined in Texas Family Code, Chapter 107, Subchapter A, in the 321<sup>st</sup> Judicial District Court of Smith County, Texas.

NOW THEREFORE, the Parties agree as follows:

1. Parties. The Parties are the Appointing Authority, Contracting Authority, and Contractor.
2. Appointing Authority shall mean the Honorable Judge of the 321<sup>st</sup> Judicial District Court of Smith County, who has authority to appoint legal representation in suits affecting the Parent-Child Relationship in Smith County, Texas.
3. Contracting Authority shall mean Smith County, Texas, acting by and through it's duly elected County Judge and Commissioners Court.
4. Attorney shall mean\_\_\_\_\_.
5. Term. The term of this contract shall be for twelve months beginning on October 1, 2025, and ending on September 30, 2026, unless sooner terminated as set forth herein.
6. Compensation. Attorney will receive a monthly sum of Ten Thousand and no/100 Dollars (\$10,000.00) for the twelve (12) month term of this agreement totaling One Hundred Twenty Thousand and no/100 Dollars (\$120,000.00) for the term of the contract, unless the Contract is terminated sooner.
7. Payment of Compensation. No attorney payments shall be made until the attorney has completed an itemized voucher that has been approved by the Appointing Authority. Upon approval of an itemized voucher, the Appointing Authority shall submit the approved voucher to the Office of the Smith County Auditor for normal accounts payable processing.
8. Attorney Qualifications. By signing this Contract, Attorney represents to the Appointing Authority that he or she meets the following minimum qualifications:
  - a. maintains the minimum qualifications, with an active license to practice law in the State of Texas and will immediately inform the Appointing Authority of any change in status with the State Bar of Texas;
  - b. is familiar with the Texas Family Code, the Texas Rules of Evidence, Texas Disciplinary Rules of Professional Conduct, Texas case law and the local rules of practice for the courts of Smith County, Texas;
  - c. consistently demonstrates commitment to providing effective assistance of counsel

- d. and quality representation to assigned litigants; consistently demonstrates professionalism, proficiency, and reliability in representing assigned litigants, and in dealing with the courts and opposing counsel;
  - e. is of sound mind, as well as good moral and ethical character;
  - f. has not been sanctioned by a court for failure to appear;
  - g. has not been sanctioned by a court for any type of unprofessional conduct or abusive conduct;
  - h. maintains his or her principal office in Smith County (A principal office is the commercial location where the attorney conducts the majority of his or her law practice, and does not include a post office address);
  - i. maintains a secretary, receptionist, answering service or daily monitored answering machine or voice mail system;
  - j. maintains a functioning e-mail address, available 24 hours a day and monitored on a daily basis;
9. Caseload. Attorney shall diligently and to the best of their ability handle all cases appointed by the Court under the above mentioned authority. The Court at its discretion may take all necessary steps, including but not limited to increasing or decreasing the number of assigned cases, to ensure that an appointed attorney is able to competently represent litigants in appointed cases.
10. Compensation for Expenses. Counsel appointed to represent litigants may be reimbursed for reasonable and necessary expenses, including expenses for investigation and for mental health and other experts with prior court approval and same may be reimbursed at the discretion of the Court:
- a. Procedure for Prior Court Approval of Expenses. Appointed counsel shall file with the court a pretrial request for advance payment of investigative and/or expert witness expenses to investigate any issues that may be relevant to the appointed litigation.
  - b. The request for approval of expenses must state the type of investigation to be conducted or the type of expert witness to be retained, must set out specific facts that suggest the investigation will result in admissible evidence or that the services of an expert witness are reasonably necessary to assist in the representation, and shall include an itemized list of anticipated expenses for each investigator and/or expert witness. The judge may grant the request for payment of expenses in whole or in part as far as the request is reasonable. If the judge denies the request in whole or in part, the judge shall state the reason for the denial in writing, attach the denial to the request, and submit the request and denial as a sealed exhibit to the record.
11. Independent Contractor. Attorney is not an employee of the Contracting Authority or the Appointing Authority. At most, Attorney is an independent contractor who shall complete the requirements of this Contract by Attorney's own means and methods of work, and in accordance with the Attorney's professional legal judgment, which shall be in the exclusive charge and control of the Attorney and is not subject to control or supervision of the Appointing Authority or the Contracting Authority, except as specified in this Contract.

ANY LITIGANT OR CHILD IS THE CLIENT OF THE ATTORNEY - NOT THE CLIENT OF EITHER THE CONTRACTING AUTHORITY OR THE APPOINTING AUTHORITY. IT IS THE DUTY OF THE ATTORNEY AT ALL TIMES TO PROVIDE COMPETENT, ZEALOUS LEGAL SERVICES TO EACH CLIENT IN ACCORDANCE WITH RESPONSIBILITIES UNDER TEXAS LAW, INCLUDING BUT NOT LIMITED TO THE TEXAS FAMILY CODE, TEXAS RULES OF CIVIL PROCEDURE, SMITH COUNTY LOCAL RULES OF COUNTY AND DISTRICT COURTS, AND THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT.

12. Standard of Performance. Attorney shall, for the consideration expressed above, provide legal services to each person for whom he or she is appointed, as follows:
  - a. Provide quality, effective, competent, zealous legal representation to all clients in a professional, skilled manner consistent with the attorney's responsibilities under the Texas Family Code, Texas Rules Of Civil Procedure, Smith County Local Rules of County and District Courts, and the Texas Disciplinary Rules Of Professional Conduct, and all other applicable laws.
  - b. Make every reasonable effort to contact any court-appointed client not later than the end of the first working day after the date on which the attorney is appointed and to interview the Litigant or Child as soon as practicable after the attorney is appointed.
  - c. Attorney shall not assign, subcontract, or delegate any part of the services to be provided by the Attorney under this Contract, except as approved by the Court.
  - d. Attorney shall not accept any payments from a client or third-party for legal services provided in a case assigned under this Contract.
  - e. Attorney shall not release confidential attorney-client information or work product related to any case assigned under this Contract, except when authorized by the Texas Disciplinary Rules of Professional Conduct.
  - f. Attorney shall not represent any Litigant or Child when to do so would create a conflict of interest. In the event of a conflict of interest, Attorney shall present evidence to the Appointing Authority, and if so ordered, be allowed to withdraw from representation of that Litigant or Child.
  - g. Attorney shall maintain frequent and continuing contact with all clients, which shall include in-person contact at least 30 days prior to each hearing scheduled, following the first hearing. Attorney may be relieved from this obligation at the Courts discretion, if the attorney is unable to locate the client or if the client refuses contact with the attorney.
13. Termination of Contract. This Contract may be terminated by the Appointing Authority for good cause, including but not limited to the following:
  - a. Appointing Authority may terminate this Contract if Attorney closes his active office for the practice of law in Smith County, Texas.
  - b. Appointing Authority may terminate this Contract if Attorney fails or is unable to perform the duties set forth in this Contract. Such failure shall be supported by judicial findings of that failure, this includes but is not limited to violations of ethical duties imposed by the Texas Disciplinary Rules of Professional Conduct.



- c. Attorney may terminate this Contract if Contracting Authority fails to make timely payments as specified herein.
  - d. Attorney may terminate this Contract if, for reasons beyond the control of Attorney, Attorney is unable to perform the duties required hereunder.
  - e. The Appointing Authority and Attorney may mutually terminate the Contract for force majeure or any change in the applicable or authorizing law, which renders the Contract moot.
14. Effect of Termination Upon the Attorney-Client Relationship. The attorney-client relationship commences upon the appointment of Attorney to represent any person under this Contract. In the event of termination of the Contract, the attorney-client relationship shall continue until the conclusion of the matter for which Attorney was appointed. Appointing Authority, Contracting Authority, and Attorney agree that compensation paid during the term of the Contract shall be adequate consideration for all services to be performed pursuant to the Contract, including the conclusion of any representation described in this paragraph. In the event that Attorney is no longer able or is legally not qualified to conclude such matter, the Appointing Authority shall consider whether the client remains indigent, and if so, make such other appointment as may be necessary to provide effective legal representation for the indigent person.
15. Disputes. Venue of any dispute arising under or with regard to this Contract shall be in a court of competent jurisdiction in Smith County, Texas.
16. Providing false information in an application for appointment under this Contract shall be grounds for immediate termination of the Contract.
17. Falsification of any report, billing documentation or other submission by the Attorney will be grounds for immediate termination of the Contract. In addition, such actions may subject the Attorney to professional discipline and/or criminal prosecution.
18. This agreement represents the entire agreement between the parties and supersedes all prior agreements. This agreement may not be amended or modified in any respect, except upon mutual agreement by all parties, in writing.

\_\_\_\_\_  
Honorable Judge \_\_\_\_\_ Date

\_\_\_\_\_  
Honorable Judge Neal Franklin Date

\_\_\_\_\_  
[Attorney] Date

**10**

# SMITH COUNTY COMMISSIONERS COURT

## AGENDA ITEM REQUEST FORM

<b>Submission Date:</b> SEPTEMBER 29, 2025	<b>Submitted by:</b> FRANK DAVIS
<b>Meeting Date:</b> OCTOBER 7, 2025	<b>Department:</b> ROAD & BRIDGE
<b>Item Requested is:</b> <input checked="" type="checkbox"/> <b>For Action/Consideration</b> <input type="checkbox"/> <b>For Discussion/Report</b>	
<b>Title:</b> Road Improvements - Acceptance of Project	
<b>Agenda Category:</b> <input checked="" type="radio"/> <b>Briefing Session</b> <input type="radio"/> <b>Recurring Business</b> <input checked="" type="radio"/> <b>Court Orders</b> <input type="radio"/> <b>Resolution</b> <input type="radio"/> <b>Presentation</b> <input type="radio"/> <b>Executive Session</b>	
<b>Agenda Wording:</b> Consider and take necessary action to accept the completion of the construction contract for RB-12-25, Roadway Improvements to CR 1100, CR 1113, CR 1131, CR 1225 & CR 199, with an underrun amount of \$122,421.51, authorize the County Judge to execute the Reconciliation Change Order, and authorize final payment to Texana Land & Asphalt, Inc.	
<b>Background:</b> The Road and Bridge Department is requesting The Commissioners Court to accept the completion of RB-12-25, Roadway Improvements to CR 1100, CR 1113, CR 1131, CR 1225 & CR 199, as performed by Texana Land & Asphalt, Inc. The contract was awarded in the bid amount of \$2,200,393.20. The final construction cost is in the amount of \$2,077,971.69, resulting in an underrun of \$122,421.51. Paving improvements were made to a total of 7.455 miles of county roadways.	
<b>Financial and Operational Impact:</b> Underrun amount of awarded contract is \$122,421.51	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> Frank Davis	<b>Email:</b> fdavis@smith-county.com
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

# RECONCILIATION CHANGE ORDER

PROJECT NAME: ROADWAY IMPROVEMENTS TO CR 1100, CR 1131, CR 199, CR 1225 DATE: 22-Sep-25  
 CONTRACTOR: TEXANA LAND & ASPHALT PROJECT: RB-12-25  
 ADDRESS: 5848 CR 1100, SULPHUR SPRINGS, TX 75482  
 PHONE NO.: 903-243-3409

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	CONTRACT QUANTITY	COMPLETE TO DATE	OVERRUN/ (UNDERRUN)	UNIT PRICE	INCREASE/ (DECREASE)
<b>CR 1113 ROAD IMPROVEMENTS</b>							
100	PREPARE ROW	STA	76.00	76.80	0.80	\$ 20.00	\$ 16.00
104	REMOV CONC (DRIVEWAY)(SAWCUT)	SY	30.00	30.00	0.00	\$ 20.00	\$ -
134	BACKFILL PVMT EDGE (TY B)	STA	76.00	76.00	0.00	\$ 50.00	\$ -
150	BLADING FOR DITCH MAINTENANCE	HR	40.00	0.00	(40.00)	\$ 80.00	\$ (3,200.00)
251	RWK BS MTL (TY D)(ORD COMP)(8 IN)	SY	22,110.00	22,110.00	0.00	\$ 1.80	\$ -
275-A	CEMENT (3.5%)(19 LBS/SY)	TON	276.00	222.58	(53.42)	\$ 235.00	\$ (12,553.70)
275-B	CEMENT TREAT (EXIST MATL)(8 IN)	SY	22,110.00	22,110.00	0.00	\$ 2.20	\$ -
310	PRIME COAT (MC-30)	GAL	4,000.00	0.00	(4,000.00)	\$ 0.01	\$ (40.00)
340	D-GR HMA TY-D (SURF)	TON	2,450.00	2,416.59	(33.41)	\$ 125.00	\$ (4,176.25)
502	BARRICADES, SIGNS AND TRAFFIC HANDLING	WK	8.00	8.00	0.00	\$ 500.00	\$ -
560	MAILBOX - TEMP RELOCATE & RE-INSTALL	EA	10.00	0.00	(10.00)	\$ 0.01	\$ (0.10)
666-A	REFL PAV MRK TY I (Y) 4" (SLD) (090MIL)	LF	15,200.00	15,284.00	84.00	\$ 0.60	\$ 50.40
666-B	REFL PAV MRK TY I (W) 4" (SLD) (090MIL)	LF	15,200.00	15,180.00	(20.00)	\$ 0.60	\$ (12.00)
666-C	REFL PAV MRK TY I (W) 24" (SLD) (090MIL)	LF	30.00	15.00	(15.00)	\$ 20.00	\$ (300.00)
672	REFL PAV MRKR TY II-A-A	EA	400.00	187.00	(213.00)	\$ 8.00	\$ (1,704.00)
8000	ALLOWANCE FOR UNKNOWN CONDITIONS	LS	1.00		(1.00)	\$ 15,000.00	\$ (15,000.00)
<b>SUB-TOTAL: CR 1113 ROADWAY IMPROVEMENTS</b>							<b>\$ (36,919.65)</b>

## CR 1131 & CR 1100 ROAD IMPROVEMENTS

100	PREPARE ROW	STA	222.00	222.00	0.00	\$ 20.00	\$ -
134	BACKFILL PVMT EDGE (TY B)	STA	222.00	222.00	0.00	\$ 50.00	\$ -
251	RWK BS MTL (TY D)(ORD COMP)(8 IN)	SY	57,180.00	57,180.00	0.00	\$ 1.80	\$ -
275-A	CEMENT (3.5%)(19 LBS/SY)	TON	465.00	464.64	(0.36)	\$ 235.00	\$ (84.60)
275-B	CEMENT TREAT (EXIST MATL)(8 IN)	SY	57,180.00	57,180.00	0.00	\$ 2.20	\$ -
310	PRIME COAT (MC-30)	GAL	10,300.00	0.00	(10,300.00)	\$ 0.01	\$ (103.00)
340	D-GR HMA TY-D (SURF)	TON	6,280.00	6,270.98	(9.02)	\$ 123.00	\$ (1,109.46)
502	BARRICADES, SIGNS AND TRAFFIC HANDLING	WK	8.00	8.00	0.00	\$ 500.00	\$ -
560	MAILBOX - TEMP RELOCATE & RE-INSTALL	EA	10.00		(10.00)	\$ 0.01	\$ (0.10)
8000	ALLOWANCE FOR UNKNOWN CONDITIONS	LS	1.00		(1.00)	\$ 10,000.00	\$ (10,000.00)
<b>SUB-TOTAL: CR 1131 &amp; CR 1100 ROADWAY IMPROVEMENTS</b>							<b>\$ (11,297.16)</b>

# RECONCILIATION CHANGE ORDER

PROJECT NAME: ROADWAY IMPROVEMENTS TO CR 1100, CR 1131, CR 199, CR 1225  
 CONTRACTOR: TEXANA LAND & ASPHALT  
 ADDRESS: 5848 CR 1100, SULPHUR SPRINGS, TX 75482  
 PHONE NO.: 903-243-3409

DATE: 22-Sep-25  
 PROJECT: RB-12-25

ITEM NO.	ITEM DESCRIPTION	UNIT OF MEASURE	CONTRACT QUANTITY	COMPLETE TO DATE	OVERRUN/ (UNDERRUN)	UNIT PRICE	INCREASE/ (DECREASE)
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## CR 199 & CR 1225 ROAD IMPROVEMENTS

100	PREPARE ROW	STA	96.00	96.00	0.00	\$ 20.00	\$ -
134	BACKFILL PVMT EDGE (TY B)	STA	96.00	96.00	0.00	\$ 50.00	\$ -
251	RWK BS MTL (TY D)(ORD COMP)(8 IN)	SY	24,900.00	24,900.00	0.00	\$ 1.95	\$ -
275-A	CEMENT (3.5%)(19 LBS/SY)	TON	311.00	176.48	(134.52)	\$ 235.00	\$ (31,612.20)
275-B	CEMENT TREAT (EXIST MATL)(8 IN)	SY	24,900.00	24,900.00	0.00	\$ 2.40	\$ -
310	PRIME COAT (MC-30)	GAL	4,500.00	0.00	(4,500.00)	\$ 0.01	\$ (45.00)
340	D-GR HMA TY-D (SURF)	TON	2,800.00	2,539.62	(260.38)	\$ 125.00	\$ (32,547.50)
502	BARRICADES, SIGNS AND TRAFFIC HANDLING	WK	6.00	6.00	0.00	\$ 500.00	\$ -
8000	ALLOWANCE FOR UNKNOWN CONDITIONS	LS	1.00		(1.00)	\$ 10,000.00	\$ (10,000.00)
<b>SUB-TOTAL: CR 199 &amp; CR 1225 ROADWAY IMPROVEMENTS</b>							<b>\$ (74,204.70)</b>

Original Contract Total	\$ 2,200,393.20
Amount of Approved Change Orders	\$0.00
Adjusted Contract Amount	\$2,200,393.20
Increase/Decrease Amount in Original Contract Quantities	\$(122,421.51)
Increase/Decrease Amount of Approved Change Orders	\$0.00
Materials on Hand	\$0.00
<b>TOTAL AMOUNT THIS CHANGE ORDER</b>	<b>(\$122,421.51)</b>

**FINAL CONTRACT TOTAL** **\$2,077,971.69**

This Document will become a supplement to the contract and all provisions will apply hereto.

**RECOMMENDED  
FOR APPROVAL:**

County Engineer \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTED:**

Contractor \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTED:**

County Judge \_\_\_\_\_ Date \_\_\_\_\_

11

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/25/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Auditor's Office
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> FY26 Discretionary Budgets	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to approve the FY26 Discretionary Budgets.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Monday at 12:00pm the week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

**12**



**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/26/25	<b>Submitted by:</b> Heather Foster
<b>Meeting Date:</b> 10/7/25	<b>Department:</b> Auditor
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> FY26 Texas Indigent Defense Commission Formula Grant	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to adopt the attached resolution and allow the Auditor's Office to apply for the FY26 Texas Indigent Defense Commission Formula Grant and authorize the County Judge to sign all related documents.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> Heather Foster	<b>Email:</b> hfoster@smith-county.com
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Wednesday at 5:00pm the week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_



September 17, 2025

CHAIR:  
Honorable Missy Medary  
Corpus Christi, Presiding Judge,  
5th Administrative  
Judicial Region of Texas

EX OFFICIO MEMBERS:  
Honorable Jimmy Blacklock  
Honorable Brandon Creighton  
Honorable Emily Miskel  
Honorable Joseph "Joe" Moody  
Honorable David J. Schenck  
Honorable John Smithee

MEMBERS APPOINTED BY GOVERNOR:  
Mr. James D. "Jim" Bethke  
Mr. Alex Bunin  
Mr. Jay Cohen  
Honorable Valerie Covey  
Honorable Richard Evans  
Honorable Missy Medary  
Honorable James R. "J.R." Woolley,  
Jr.

EXECUTIVE DIRECTOR:  
Scott Ehlers

The Honorable Neal Franklin  
Smith County Judge  
200 E. Ferguson St.

Suite 100

Tyler, Texas 75702

**Re: FY2026 Formula Grant Request for Applications**

Dear Judge Franklin:

TIDC announces the FY2026 Formula Grant Request for Applications (RFA). **Applications are due Friday, November 14, 2025.** The attached packet provides information on what is needed for counties to obtain Formula Grant funds. **There are two simple steps to apply for your formula grant:** Commissioners Court should adopt the attached FY2026 TIDC Formula Grant Resolution.

Upload the signed resolution on TIDC's grants and reporting website, <https://tidc.tamu.edu>, confirm contact information for county officials, and click the "submit" button.

Step by step instructions are included in the Request for Applications.

To be eligible, the local administrative judges and chairs of Juvenile Boards should submit their biennial indigent defense plans by November 1, 2025 through our on-line system. TIDC staff will continue to work with counties to ensure that all statutory and required elements are included in each plan if judges make amendments. Also, county financial officers must submit their Indigent Defense Expense Report by November 1, 2025. The reporting manual for county financial officers is available at <http://www.tidc.texas.gov/oversight/submit-data-and-reports/>. Both requirements are required by Texas Government Code §79.036. The Commission adopted Texas Administrative Code Chapter 173 in order to implement the grant authority established by the Texas Legislature. These administrative rules and the attached RFA are available at: [www.tidc.texas.gov](http://www.tidc.texas.gov).

Please contact us at [Grants@tidc.texas.gov](mailto:Grants@tidc.texas.gov) or 512-936-6994 if you have any questions about the FY2026 Formula Grant or the application process.

Sincerely,

**Missy Medary**

Chair, Texas Indigent Defense Commission

Presiding Judge, 5th Administrative Judicial Region of Texas

**Enclosed:** FY2026 Formula Grant RFA





209 West 14<sup>th</sup> Street, Suite 202 Price Daniel, Sr. Building,  
Austin, Texas 78701  
512-936-6994  
[www.tidc.texas.gov](http://www.tidc.texas.gov)

## **FY2026 Formula Grant Program Request for Applications (RFA)**

**Issued September 2025**

### **Formula Grant Program Overview**

The Texas Indigent Defense Commission (Commission) provides financial and technical support to counties to develop and maintain quality, cost-effective indigent defense systems that meet the needs of local communities and the requirements of the Constitution and state law. Formula Grants are awarded to eligible Texas counties to help counties meet constitutional and statutory requirements for indigent defense and to promote compliance with standards adopted by the Commission.

### **Application Due Date**

Formula grant applications for Fiscal Year 2026 must be submitted on-line **by Friday, November 14, 2025**. The grant period is October 1, 2025 through September 30, 2026.

**Total FY 2026 Formula Grant Amount Budgeted: \$20 million**

### **Eligibility for Formula Grants**

Only Texas counties may apply. Counties must meet the following requirements:

- 1) **Indigent Defense Expenditure Report** — All counties are statutorily required (Texas Government Code Sec. 79.036 (e)) to submit an Indigent Defense Expenditure Report each year on November 1 in the form and manner prescribed by the Commission. Counties that do not complete the Indigent Defense Expense Report on or before November 1, 2025 may have payments temporarily suspended by Commission staff until the report is submitted and reconciled by staff.
- 2) **Indigent Defense Plan Requirements** — The Local Administrative District Judges, the Local Statutory County Court Judges (or County Judge as applicable) and the Chairman of the Juvenile Board for each county must submit a copy of all formal and informal rules and forms that describe the procedures used in the county to provide indigent defendants with counsel in accordance with the Code of Criminal Procedure (Countywide Plans) to the Commission as required in Government Code §79.036. The Countywide Plans submitted must be in compliance with applicable statutes and rules and must meet the minimum requirements for each plan section as outlined in the Biennial Indigent Defense Countywide Plan Instructions. Plans are due November 1, 2025. Formula grant payments during the year may be withheld until plans are submitted or meet the minimum requirements for each plan section set by Commission.



- 3) **Compliance with Monitoring Reports** — A county must respond within the required time, take corrective action for findings of non-compliance, and satisfactorily address all recommendations in a Commission fiscal or policy monitoring report. Failure to comply with any of these requirements could result in the Commission imposing a remedy under TAC 173.307 or Texas Government Code §79.037.
- 4) **Office of Court Administration Reporting Requirements** — The applicants' county and district clerks must be in compliance with monthly reporting requirements listed below.
  - a) Texas Judicial Council Monthly Court Activity Reports required by Texas Administrative Code Chapter 171 and Texas Government Code §71.035; and
  - b) Appointments and Fees Monthly Reports required under Chapter 36, Texas Government Code.

Reports for September 2024 through August 2025 are due not later than September 30, 2025 and must be submitted to OCA electronically unless OCA grants a temporary waiver for good cause.

### **How Formula Grants are Calculated**

Every county is eligible to receive a grant of \$15,000 plus its share of the remaining funds budgeted by the Commission for the Formula Grant Program calculated by:

- 50 percent on the County's percent of state population; and
- 50 percent on the County's percent of statewide direct indigent defense expenditures for the previous year (as defined in Title 1, Part 8, Texas Administrative Code Sec. 173.202(1)-(3)):
  - less discretionary funds provided by the Commission for expenditures defined in Title 1, Part 8, Texas Administrative Code Sec. 173.202(1)-(3)
  - less the reimbursed costs of operating a regional program
  - The baseline requirements below do not apply to counties with a 2000 Census population of less than 10,000.

The County shall not receive more in Formula Grant funds than what was actually spent by the county in the prior year.

**Baseline** — The baseline is the minimum amount counties must spend in indigent defense before they qualify for formula grants. To meet the requirements under Texas Government Code §79.037(d), the Commission has adopted as an expenditure baseline based on each county's FY01 indigent defense expenditures. Attorney fees, investigator expenses, expert witness expenses, and other litigation expenses paid by the county on behalf of indigent criminal defendants / juvenile respondents are allowable expenses. This information remains a static baseline. The baseline requirement does not apply to counties with a 2000 Census population of less than 10,000.

### **How to Apply for Formula Grant**

Applications are submitted online at <http://tidc.tamu.edu>. All county judges have been assigned a unique username and password. The application requires a commissioner's court resolution to be scanned and e-mailed or uploaded on the application page of the website. The resolution is generated by the on-line system and must be printed from the on-line application page.

If a person other than the recipient of this letter needs to obtain a username and password for the online application system, contact the Public Policy Research Institute (PPRI) at Texas A&M University. PPRI manages the collection, storage and retrieval of data for the Commission. County officials may contact PPRI through e-mail, ([indigentdefense@ppri.tamu.edu](mailto:indigentdefense@ppri.tamu.edu)) or phone (979) 845-6754. PPRI will not provide usernames and passwords over the phone. Individuals using personal e-mail accounts may be asked to provide additional information.



## Application Steps

- a. Go to the TIDC Grants and Reporting website (hosted by PPRI) at <https://tidc.tamu.edu>.
- b. Sign in and enter the User ID and Password or contact PPRI (Follow on-line page instructions).
- c. Select "FY2026" and your county in the upper left part of the screen.
- d. Select "Apply for Formula Grant" from the column on the left side of the screen.
- e. Review the eligibility requirements. The screen will display the County's compliance status regarding indigent defense plans. Counties that have outstanding requirements will not be able to receive funds until they meet all grant program eligibility requirements. If indigent defense plans are not marked "Complete" counties should still submit the application and then contact the Commission for instructions to resolve plan compliance issues.
- f. Identify the individuals in the following grant positions as required in Texas Administrative Code Rule 173.301.
  - i. Authorized official - This person must be authorized to apply for, accept, decline, modify, or cancel the grant for the applicant county. A county judge or a designee authorized by the governing body in its resolution may serve as the authorized official
  - ii. Fiscal Officer - This person must be the county auditor or county treasurer if the county does not have a county auditor.Use the "**Change**" button make changes as needed to officials or contact information.
- g. Click the "**Submit**" button at the bottom of the screen. You should be taken to a confirmation page at that point.
- h. Maintain confirmation – When the system provides a confirmation page to the grant officials confirming that the application has been completed and informing them that the resolution must be adopted by the commissioner's court and then faxed to the Commission. **PLEASE PRINT THE CONFIRMATION PAGE.**
- i. Select the "Resolution" link in the confirmation page to create your county's resolution form.
- j. Print or download resolution. The system will allow the user to download a resolution as a Microsoft Word document or provide an opportunity to print the document. Please use the resolution printed from the website. The resolution must be adopted by the commissioners court.
- k. Please scan the resolution adopted by commissioners court and then upload it in the application page of the website **on or before Friday, November 14, 2025**. Alternatively, you may email the resolution to [Grants@tidc.texas.gov](mailto:Grants@tidc.texas.gov).

Contact Doriana Torres, Grants Administrator, [Grants@tidc.texas.gov](mailto:Grants@tidc.texas.gov) or 512-936-6994 for questions.

## Notice of Funding

- **Statement of Grant Award** — Statements of Grant Awards will be prepared as authorized by the Commission. These may include special conditions. The e-mail with the attached Statements of Grant Award will be directed to the official designated in the resolution adopted by the commissioners' court. The County will have thirty days to notify the grant administrator of errors or cancelation after receipt of the award.
- **Special Conditions** — The Commission may determine special conditions or authorize staff to apply the conditions on criteria set by the Commission (TAC 173.201). The Commission may develop special conditions that relate to expenditures, compliance with statutory requirements or standards adopted by the Commission.
- **Denial of Grant** — Counties not completing the grant application process or those not meeting minimum eligibility requirements will be notified by mail within 30 days following the Commission award meeting.



## **Use of Funds**

Funds must be used to improve indigent defense systems. Attorney fees, investigator expenses, expert witness expenses, and other direct litigation costs that a county spends on behalf of a criminal defendant or juvenile respondent in a criminal matter that has been determined by a court of competent jurisdiction to be indigent are allowable expenses. All funds must be spent in compliance with the following: Texas Administrative Code, Title 1 Administration, Part 8 Texas Judicial Council, Chapter 173 Indigent Defense Grants; and Texas Uniform Grant Management Standards.

## **Payments**

Formula Grant awards over \$25,000 will generally be distributed in four (4) equal quarterly disbursements. Awards less than \$25,000 will be disbursed in a single payment instead of quarterly payments. The award letter will notify the county of the number of payments.

Counties must have met all eligibility, spending, and grant condition requirements before receiving payments. Payments will be made quarterly for most counties. Some counties may have special conditions related to meeting minimum spending requirements. These counties will receive funds only after a supplemental expenditure report establishes that they have spent the predetermined minimum amount stated in the special condition.

No payment shall be made from grant funds to a county until all special conditions have been met unless the special condition adopted by the Commission provides an alternative payment schedule or instructions for payment. Commission staff shall maintain documentation through electronic/paper files or correspondence to the county stating how the special condition was met.

## **Maintain contact information**

All counties must maintain the grant and plan officials contact information on counties' web page set up at <http://tidc.tamu.edu>. Counties must advise the Commission of changes in the authorized official, program director, financial officer, local administrative district judge, local administrative statutory county judge, chairman of the juvenile board and constitutional county judge by updating this website contact information. This information will be used to provide notices for grant or plan submission information. The Commission staff will use e-mail whenever possible to notify counties of required reports and funding opportunities.

## **Impact of Multi-year Improvement Regional or Sustainability Grants**

Counties that receive Improvement Grants from the Commission are encouraged to continue to apply for the Formula Grant. Such counties may use their formula grant payments to maintain the Improvement Grant program.

## **Notification of Availability**

This FY26 Formula Grant - Request for Applications (RFA) is sent to all 254 Texas Constitutional County Judges. A courtesy notice is sent to all local administrative district judges, local administrative statutory county judges, chairman of juvenile board and each county auditor (or treasurer).

## **Authorization to Fund, Applicable Authority and Rules**

### **Texas Government Code Sec. 79.037. TECHNICAL SUPPORT; GRANTS.**

(a) The commission shall:

(1) provide technical support to:

(A) assist counties in improving their indigent defense systems; and

(B) promote compliance by counties with the requirements of state law relating to indigent defense;

(2) to assist counties in providing indigent defense services in the county, distribute in the form of grants any funds appropriated for the purposes of this section; and

(3) monitor each county that receives a grant and enforce compliance by the county with the conditions of the grant, including enforcement by:

(A) withdrawing grant funds; or

(B) requiring reimbursement of grant funds by the county.

(b) The commission shall distribute funds as required by Subsection (a)(2) based on a county's compliance with standards adopted by the board and the county's demonstrated commitment to compliance with the requirements of state law relating to indigent defense.

(c) The board shall adopt policies to ensure that funds under Subsection (a)(2) are allocated and distributed to counties in a fair manner.

(d) A county may not reduce the amount of funds provided for indigent defense services in the county because of funds provided by the commission under this section.

### **Texas Administrative Code Chapter 173**

### **Texas Grant Management Standards (TxGMS)**

**2026 \_\_\_\_\_ County Resolution**  
**Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, \_\_\_\_\_ County Commissioners Court has agreed that in the event of loss or misuse of the funds, \_\_\_\_\_ County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
County Judge

Attest:

\_\_\_\_\_  
County Clerk



**2026 Smith County Resolution**  
**Indigent Defense Grant Program**

WHEREAS, under the provisions of the Texas Government Code Section 79.037 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Smith County Commissioners Court has agreed that in the event of loss or misuse of the funds, Smith County Commissioners assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Formula Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the County Auditor is designated as the Financial Officer for this grant.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

---

Neal Franklin  
County Judge

Attest:

---

County Clerk

**13**

# SMITH COUNTY COMMISSIONERS COURT

## AGENDA ITEM REQUEST FORM

<b>Submission Date:</b> 09/29/2025	<b>Submitted by:</b> J Latch for FCIC
<b>Meeting Date:</b> 10/07/2025	<b>Department:</b> FCIC
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> Analyst Support Services	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to approve an agreement with Carahsoft Technology Corp. for analyst support services via State of Texas DIR contract # DIR-CPO-5687 in the amount of \$303,523.04 and authorize the County Judge to sign all related documentation.	
<b>Background:</b> This agreement is for analyst support services to aid in conducting research and analysis for financial crime investigations.	
<b>Financial and Operational Impact:</b> TDLR	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b> twilson@smith-county.com	<b>Email:</b> jlatch@smith-county.com
<b>Name:</b> clewis@smith-county.com	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Monday at 12:00pm the week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

SUBMIT

Office Use Only  
Agenda Item # \_\_\_\_\_

**PRICE QUOTATION**  
**CARAHSOFT TECHNOLOGY CORP**

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190  
PHONE (703) 871-8585 | FAX (703) 871-8505  
WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM



**TO:** Adam Colby  
Director/Chief Investigator  
The County Of Smith Financial Crimes Intelligence Center  
218 E Elm St  
Tyler, TX 75702 USA

**FROM:** Yazan Sarraj  
Carahsoft Technology Corp.  
11493 Sunset Hills Road  
Suite 100  
Reston, Virginia 20190

**EMAIL:** adam.colby@fcic.texas.gov

**EMAIL:** Yazan.Sarraj@carahsoft.com

**PHONE:** (903) 707-8245

**PHONE:** (571) 591-6141

**TERMS:** DIR Contract No. DIR-CPO-5687  
Expiration Date: 5/19/27  
FTIN: 52-2189693  
Shipping Point: FOB Destination  
Credit Cards: VISA/MasterCard/AMEX  
Remit To: Same as Above  
Payment Terms: Net 30 (On Approved Credit)  
Texas VID#: 1522189693700  
Sales Tax May Apply

<b>QUOTE NO:</b>	60387047
<b>QUOTE DATE:</b>	09/30/2025
<b>QUOTE EXPIRES:</b>	10/15/2025
<b>RFQ NO:</b>	
<b>SHIPPING:</b>	ESD
<b>TOTAL PRICE:</b>	\$303,523.01
<b>TOTAL QUOTE:</b>	\$303,523.01

LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
<b>MONTH 1</b>						
1	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 10/15/2025 End Date: 11/14/2025		\$25,293.58	TX DIR 1	\$25,293.58
<b>MONTH 1 SUBTOTAL:</b>						\$25,293.58
<b>MONTH 2</b>						
2	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 11/15/2025 End Date: 12/14/2025		\$25,293.58	TX DIR 1	\$25,293.58
<b>MONTH 2 SUBTOTAL:</b>						\$25,293.58
<b>MONTH 3</b>						
3	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 12/15/2025 End Date: 01/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
<b>MONTH 3 SUBTOTAL:</b>						\$25,293.58
<b>MONTH 4</b>						
4	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 01/15/2026 End Date: 02/14/2026		\$25,293.58	TX DIR 1	\$25,293.58

**PRICE QUOTATION**  
**CARAHSOFT TECHNOLOGY CORP**

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190  
PHONE (703) 871-8585 | FAX (703) 871-8505  
WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM



LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
MONTH 4 SUBTOTAL:						\$25,293.58
MONTH 5						
5	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 02/15/2026 End Date: 03/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 5 SUBTOTAL:						\$25,293.58
MONTH 6						
6	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 03/15/2026 End Date: 04/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 6 SUBTOTAL:						\$25,293.58
MONTH 7						
7	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 04/15/2026 End Date: 05/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 7 SUBTOTAL:						\$25,293.58
MONTH 8						
8	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 05/15/2026 End Date: 06/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 8 SUBTOTAL:						\$25,293.58
MONTH 9						
9	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 06/15/2026 End Date: 07/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 9 SUBTOTAL:						\$25,293.58
MONTH 10						
10	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP-SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 07/15/2026 End Date: 08/14/2026		\$25,293.58	TX DIR 1	\$25,293.58

**PRICE QUOTATION**  
**CARAHSOFT TECHNOLOGY CORP**

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190  
PHONE (703) 871-8585 | FAX (703) 871-8505  
WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM



LINE NO.	PART NO.	DESCRIPTION	-	QUOTE PRICE	QTY	EXTENDED PRICE
MONTH 10 SUBTOTAL:						\$25,293.58
MONTH 11						
11	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 08/15/2026 End Date: 09/14/2026		\$25,293.58	TX DIR 1	\$25,293.58
MONTH 11 SUBTOTAL:						\$25,293.58
MONTH 12						
12	Carahsoft	Professional Services See quote terms for full description of Flashpoint SKU: FP- SENIOR-ANALYST Carahsoft Technology Corporation - CON-PRCN Start Date: 09/15/2026 End Date: 10/14/2026		\$25,293.63	TX DIR 1	\$25,293.63
MONTH 12 SUBTOTAL:						\$25,293.63
SUBTOTAL:						\$303,523.01
TOTAL PRICE:						\$303,523.01
TOTAL QUOTE:						\$303,523.01

**Senior Analyst I - FP-SENIOR-ANALYST**

Flashpoint analysts assigned to this project will use Flashpoint's proprietary automated alerting platform as well as manual investigations and attribution management systems to discover and securely acquire the tasked datasets. Flashpoint analysts will conduct research and analysis based on their investigations and research to fulfill reporting deliverables.

PLEASE SEND ALL ORDERS TO: OMTeam@carahsoft.com

The products and services listed in this quotation are subject to the terms and conditions per the Flashpoint EULA, located at <https://www.carahsoft.com/flashpoint/contracts/eula>. Any orders placed against this quote affirm acceptance of these terms.



DUNS 022717973

UEI: Y57XMKHFMPZ3

CAGE - 6ELU6

[fnss-team@flashpoint-intel.com](mailto:fnss-team@flashpoint-intel.com)

To: Adam Colby

Texas Financial Crimes Intelligence Center

218 E. Elm Street  
Tyler, TX 75702

9/30/2025

## TXFCIC Proposal: Analyst Support

Period of Performance: October 15, 2025 - October 14, 2026

Flashpoint capabilities include standard and customized intelligence products and services. Our dedicated team works to develop the best solutions, based on the customer's requirements.

### Flashpoint Analyst Support

Analyst Level	Description	POP
Senior Analyst I	Flashpoint analysts perform detailed data analysis, respond to requests for novel data acquisition, contribute to investigations, and provide technical expertise, supporting analysis on complex projects. They possess strong analytical skills and proficiency in relevant tools, working with sensitive information and developing increasing expertise within their specialized field, often contributing to national security or governmental operations.	10/15/25-10/14/2026

**Summary:** Flashpoint support to Customer will consist of novel data acquisition, research, and investigations pursuant to customer intelligence requirements) related to deep and dark web (DDW), chat services, and surface web internet sources, focused on closed communities. Flashpoint's work

is supported by its proprietary collections engine and platform, as well as the expertise and experience of Flashpoint analysts in conducting managed attribution collection activities and threat actor (TA) engagement online. All Customer taskings or requested deliverables of the Flashpoint Analyst will be actioned one at a time in the order in which they are received by the Analyst, unless a new request is explicitly communicated as higher priority than other open or in-progress items.

**Deliverables:**

- **Research/Investigations:** In response to discrete ad-hoc requests from the Customer, Flashpoint analysts will conduct secure, focused research on DDW and surface web and provide expert analysis to fulfill Customer requests. This includes but is not limited to: DDW investigations, narrow-scope research on a given topic, threat actor engagement, and acquisitions (software, logs, etc.). If requested, the Analyst will produce two proactive reports a month based on Customer strategic requirements.
- **Acquisitions:** Customer can utilize the ad-hoc request process to request the Flashpoint Analyst to engage with specific Threat Actors to conduct acquisitions. Acquisitions can include acquiring items for sale in Flashpoint collections to include malware logs, tools, and other items that are of interest to Customer. Note: the scope of acquisitions does not include the acquisition or creation of accounts or development of infrastructure for such accounts (chat services, cellular devices, social media, etc.) Should Flashpoint incur costs in the purchase of software or other acquisitions at Customer's direction, Flashpoint will bill Customer in arrears for any individual cost that exceeds \$250.00.
- **Sources:** Flashpoint's platform and collections are continuously expanding into new sources and channels. In addition to Flashpoint's proprietary collection, Flashpoint analysts will conduct surface web research leveraging Flashpoint's Managed Attribution. Flashpoint analysts will also conduct TA engagement as necessary or as requested in order to augment automated collections and produce highly targeted, detailed intelligence products.
- **Scope:** Flashpoint will make every effort to support Customer's request, with the following considerations:
  - Flashpoint support will include a standard of 40 hours per week of support, with typical working hours of 9AM-5PM EST, M-F. Flashpoint will ensure transparent communication around Analyst bandwidth and availability. During periods when the analyst is on PTO, the analyst will be unavailable to view and action new incoming requests. In case of urgency, ad hoc research requests that ordinarily fall under the analyst's responsibility may be outsourced to other analysts within the FNSS Intel Team. Otherwise, typical routine requests submitted during the dedicated analyst's PTO period will be queued for the analyst upon return. Due dates for these requests should take into account the number of days the analyst is on PTO. For example, if a new request is submitted on day 2 of the analyst's 4-day PTO period, 2 days should



be added to the amount of time the request will take to complete, and the due date will be adjusted accordingly.

- Flashpoint requires a minimum 60-day transition period for this contract. This will allow time to hire and train a candidate for the role, providing essential back-briefing and support to ensure they are fully prepared to meet the client's needs.
- Flashpoint deliverables (intel reports, acquisitions) as well as Customer requests for information will be communicated and delivered via an agreed-upon mechanism ie Google Shared Drive, email etc.
- Flashpoint does not provide monitoring or analysis of physical endpoints.
- Flashpoint strives to make all of our data sources available for our customers to access directly. We will advise customers if their specific question is not answerable with data available in the Flashpoint service.
- Flashpoint will host a virtual monthly review call to discuss Customer feedback, Customer request progress, and any potential changes in requirements or priority of current taskings.
- The Flashpoint Analyst will be available to support a bi-annual onsite meeting at either the Customer location or at a mutually agreed upon location, at a mutually agreed upon date and time.
- The Flashpoint Analyst will be present on-site with the Customer for 1 to 2 weeks for initial onboarding, training, and familiarization with case information.
  - Flashpoint's analyst travel expenses not to exceed \$10,000 during the period of performance, to participate in Customer meetings and trainings.

Accepted: Texas Financial Crimes Intelligence Center

---

Authorized Representative

---

Printed Name

---

Date

Accepted: EJ2 Communications, Inc.

---

Authorized Representative

---

Printed Name

---

Date

**14**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 09/29/2025	<b>Submitted by:</b> KAREN NELSON
<b>Meeting Date:</b> 10/07/2025	<b>Department:</b> ROAD & BRIDGE
<b>Item Requested is:</b> <input checked="" type="checkbox"/> For Action/Consideration <input type="checkbox"/> For Discussion/Report	
<b>Title:</b> PLAT	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to authorize the County Judge to sign the: a. Final Plat for Hamilton Subdivision No. 2, Precinct 2; and b. Final Plat for Twisted Oaks Addition, Precinct 3	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Monday at 12:00pm the week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

## Appendix 11



Subdivision Name: Hamilton Subdivision 2  
 Adjacent Road: 2166 2169  
 Developer: Kyle Nichols Phone: 903 571 3852  
 email: Kyle.nichols@aol.com Fax: \_\_\_\_\_  
 Surveyor: Lacy Phone: \_\_\_\_\_  
 email: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Roadway Length: \_\_\_\_\_ ft. (centerline)

Item		Date and Initial when received		
		Resub/Lot Line Adjustment	No Roads	With Roads
Prior to Court Submission	Preliminary Plat (2 copies)	Not Required		
	Preliminary Plat Approved	Not Required		
	Final Plat (mylar & 3 prints)		✓ S.B. 9-26-25	
	Plat Fee	\$25	\$100 S.B. 9-26-25	\$250
	Construction Bond (\$20 /ft.)	Not Required	Not Required	
	Testing Fee (\$1.50/ft with Curb & Gutter, \$1/ft without)	Not Required	Not Required	
	911 Clearance Letter		✓ S.B. 9-26-25	
	Designated Rep. (Huggins) Clearance Letter	See notes below	✓ S.B. 9-26-25	
	Tax Certificate		✓ S.B. 9-26-25	
	Plans and Specifications (2 copies)	Not Required	Not Required	
	TCEQ Permit for Dam (if lake or pond present)			
	Flood Plain Development Permit & Fee (if required)	\$100	\$100	\$100
At Completion of Construction	Final Inspection	Not Required	Not Required	
R/W Accepted as County Road by Commissioners Court	Maintenance Bond (\$30/ft.)	Not Required	Not Required	
	County Rd Number	Not Required	Not Required	

Notes: Increase lot(s) – Huggins letter “NOT” required  
 Decrease lot(s) – Huggins letter “IS” required



Smith County 911  
Communications District  
205 Shelley Dr  
Tyler, TX 75701  
(903) 566-8911

**PLAT, SUBDIVISION & STREET NAME REVIEW**  
**09-24-2025**  
Reviewed By: Kim Wheeler, GIS Coordinator

**HAMILTON SUBDIVISION NO. 2- SC 911 Addressing, no conflicts**

**Smith County Designated Agent  
Texas Commission on Environmental Quality  
On-Site Facility Enforcement Program  
Permits, Inspections and Complaint Division  
3800 Paluxy Dr Suite 230  
Tyler, TX. 75703  
903-630-4234**

**September 25, 2025**

**Doug Nicholson  
Smith County Road and Bridge  
P.O. Box 990  
Tyler, TX. 75710**

**RE: Hamilton Subdivision No.2**

**Sir**

**As required by Title 30 TAC Chapter 285.4c (Review of Subdivision and Development Plans), Kyle Nichols has submitted an application to this office and is seeking approval of development planning materials for a new 3 lot Subdivision from a 11.571-acre tract located at 22039 CR 2166 Troup, Texas 75789 in Smith County.**

**This development, as currently proposed, meets the minimum size of 0.50 acres for a property served by a Public Water System where OSSF's are required. Notice: Property Owners are required to submit to this office an application for a "Permit to construct" and get approval prior to installing an On-Site Sewage Facility on any of the properties. This installation will require an aerobic system.**

**I have reviewed the information submitted by Kyle Nichols and their consultant Mrs. Heather McCarty an R.S. and have determined that the plan meets the requirement of said Chapter 285.4c. The information contained in the application materials indicates that the development is suitable for use of individual on-site wastewater disposal systems. Please call the above number if you have any questions.**

**Robert Stanley  
Robert Stanley  
Designated Representative  
Smith County**



Tax Assessor-Collector  
Property Tax 903-590-2920  
Fax 903-590-2939

Auto Registration 903-590-2900  
Fax 903-590-2908

## COUNTY OF SMITH

Gary B. Barber – Tax Assessor Collector  
Box 2011  
Tyler, Texas 75710-2011

September 26, 2025

Kyle Nichols  
2079 C R 376 W  
Henderson, Texas 75654

RE: 100000001700039001  
KYLE NICHOLS  
C R 2166  
ABST A0017 J M PROCELLA  
TRACT 39.1

To Whom It May Concern:

This letter is pertaining to the Texas Property Code Section 12.002 (e) which states:

“if the taxes for the current year have not been calculated, a statement from the collector for the taxing unit indicating that the taxes to be imposed by that taxing unit for the current year have not been calculated.”

The 2025 taxes have not been calculated as of today's date. Tax bills and statements will be available on or about October 1<sup>st</sup> of this year.

Temekia Scott  
Property Tax Supervisor for  
Gary B. Barber  
Smith County Tax Assessor- Collector

Note: this form is to be used after September 1 each year until such time as tax bills are calculated on or about October 1<sup>st</sup> or thereafter each year and is needed by the County Clerk to allow the filing of plats under Texas Property Code Section 12.002 (e).



TAX CERTIFICATE FOR ACCOUNT : 100000001700039001

AD NUMBER: R113909

GF NUMBER:

CERTIFICATE NO : 13467465

**COLLECTING AGENCY**

Gary B. Barber

Smith County Tax Office

P.O. Box 2011

Tyler TX 75710-2011

**REQUESTED BY**

NICHOLS KYLE

2079 COUNTY ROAD 376 W  
HENDERSON TX 756540000

DATE : 9/26/2025

FEE : \$10.00

**PROPERTY DESCRIPTION**

ABST A0017 J M PROCELLA|TRACT  
39.1

0000000 C R 2166  
25.958 ACRES

**PROPERTY OWNER**

NICHOLS KYLE

2079 COUNTY ROAD 376 W  
HENDERSON TX 756540000

THIS IS TO CERTIFY THAT, AFTER A CAREFUL CHECK OF THE RECORDS OF THE SMITH COUNTY TAX OFFICE, THE FOLLOWING DELINQUENT TAXES, PENALTIES, AND INTEREST ARE DUE ON THE DESCRIBED PROPERTY.

THE ABOVE DESCRIBED PROPERTY TAX HAS/IS RECEIVING SPECIAL APPRAISAL BASED ON ITS USE, AND ADDITIONAL ROLLBACK TAXES MAY BECOME DUE BASED ON THE PROVISIONS OF THE SPECIAL APPRAISAL. (IF APPLICABLE)

CURRENT VALUES			
LAND MKT VALUE:	3,271	IMPROVEMENT :	0
AG LAND VALUE:	132,853	DEF HOMESTEAD:	0
APPRAISED VALUE:	136,124	LIMITED VALUE:	0
EXEMPTIONS:	Ag 1D1		
LAWSUITS:			

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2024	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2024	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
2024	TROUP ISD	0.00	0.00	0.00	0.00	0.00	0.00
2024 SUB TOTAL							\$0.00

TOTAL CERTIFIED TAX DUE 9/2025 :

\$0.00

ISSUED TO :

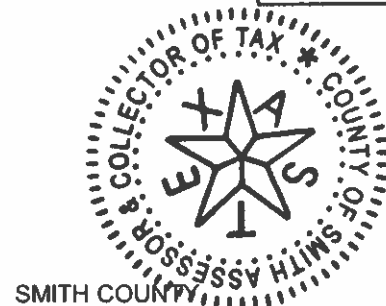
NICHOLS KYLE

ACCOUNT NUMBER:

100000001700039001

CERTIFIED BY :

*Renela Scott*



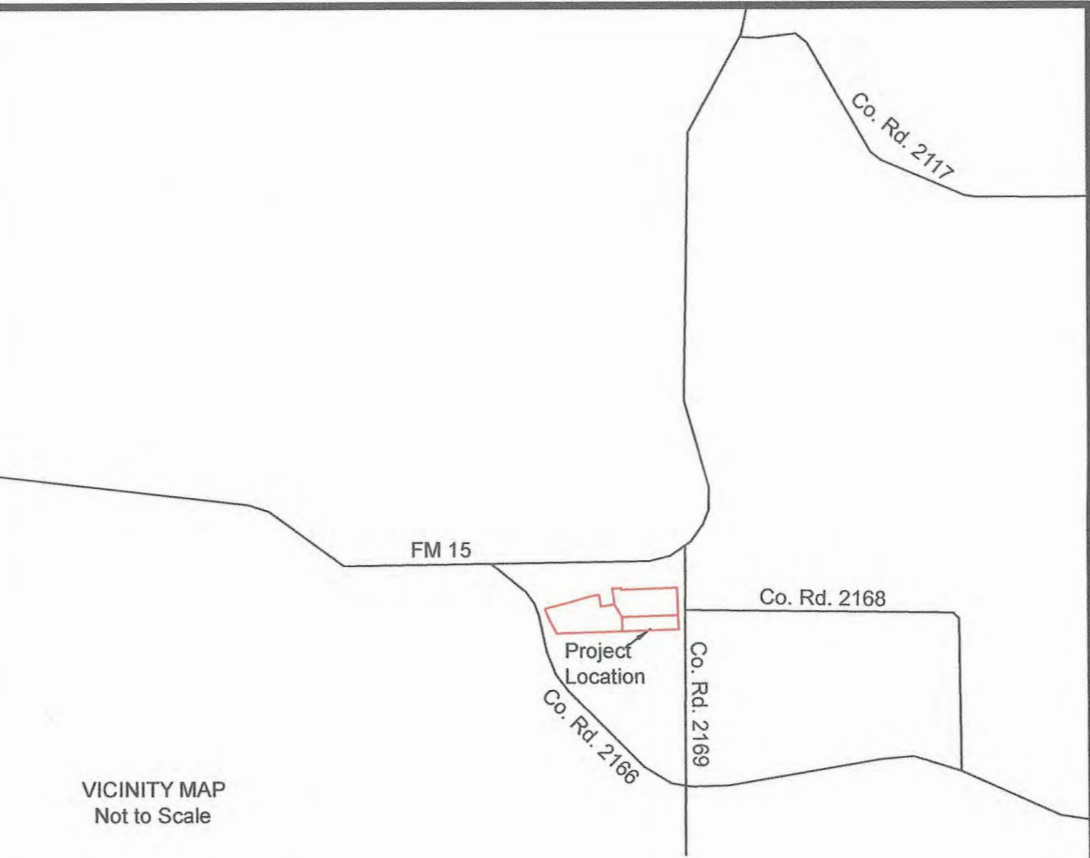
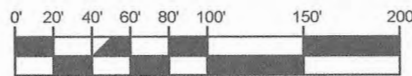


SURVEYOR'S NOTES:

- Grid Bearings based on Texas State Plane Coordinate System, Texas North Central Zone 4202, NAD 83. Distances and acreage shown in grid feet.
- This survey was prepared without the benefit of a title commitment
- No attempt has been made to locate easements, utilities or improvements other than those shown hereon.
- Deed references shown hereon refer to the Deed, Land or Official Public Records of Smith County, Texas and may not reflect current ownership.

LEGEND

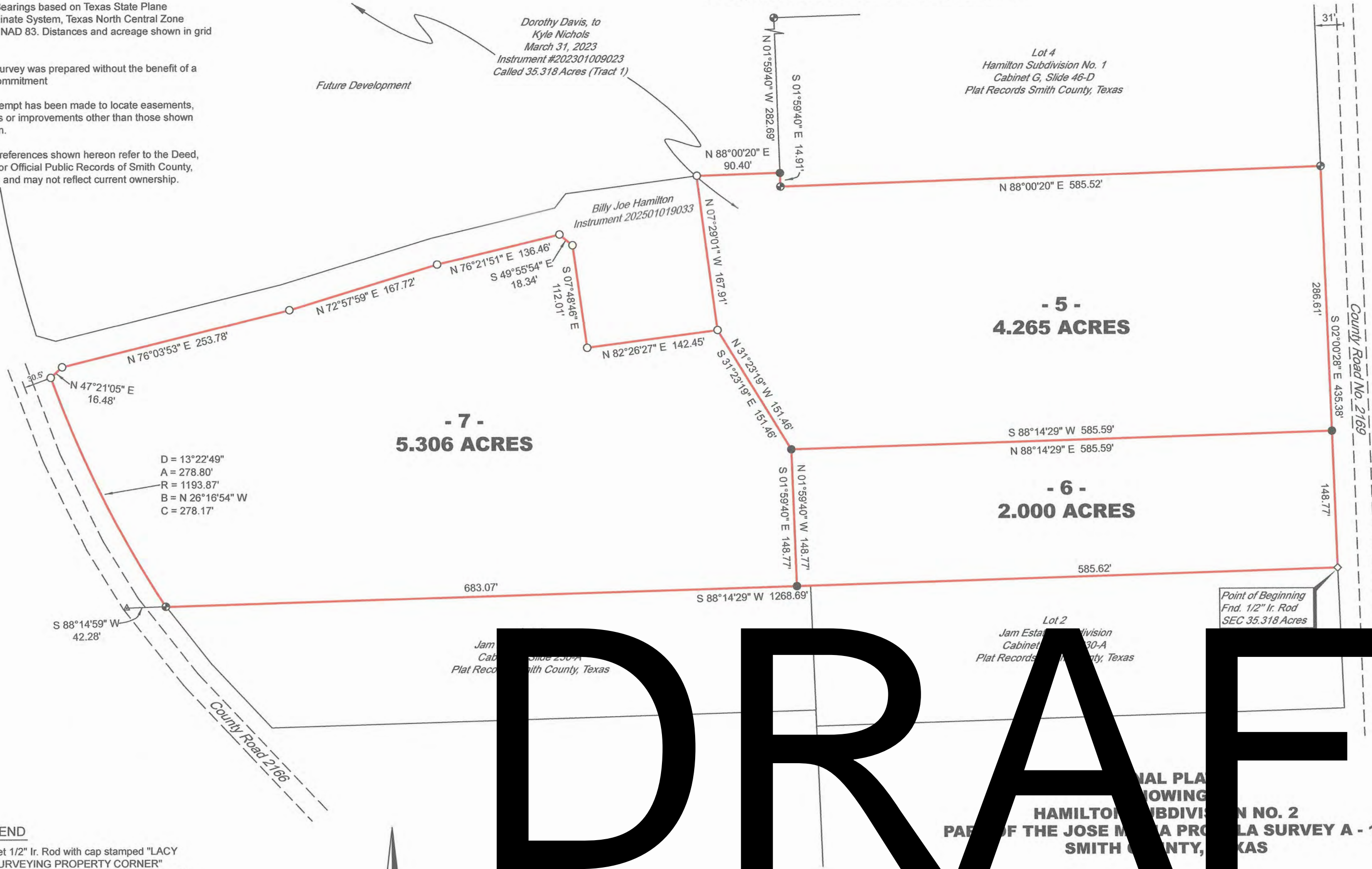
- Set 1/2" Ir. Rod with cap stamped "LACY SURVEYING PROPERTY CORNER"
- Found 1/2" Ir. Rod with cap stamped "LACY SURVEYING PROPERTY CORNER"
- Found 60d Nail with washer stamped "Lacy Surveying"
- Found 1/2" Ir. Rod with cap stamped "5980"
- Found Ir. Rod (size noted)
- Road



GENERAL NOTES

- All surface drainage easements shall be kept clear of fences, buildings, foundations, plantings and other obstructions to the operation and maintenance of the drainage facility.
- Blocking the flow of water or constructing improvements in surface drainage easements and filling or obstructing the floodway is prohibited.
- Smith County will not be responsible for any damage, personal injury or loss of life or property occasioned by flooding or flooding conditions.
- The existing creeks or drainage channels, if left unimproved, traversing along or across the addition will remain as open channels and will be maintained by the individual owners of the lot or lots that are traversed by or adjacent to the drainage courses along or across the lots.
- Construction not complete within two years of the Commissioners Court approval shall be subject to current County Subdivision standards and regulations. The County may require the subdivision to be re-platted.
- Smith County shall not be responsible for the maintenance of private streets, drives, emergency access easements, recreation areas and open space; the owners shall be responsible for the maintenance of private streets, drives, emergency access easements, recreation areas and open spaces, and the owners agree to indemnify and hold harmless Smith County, from all claims, damages and losses arising out of or resulting from performance of the obligations of the owners set forth in this paragraph.

JOSE MARIA PROCELA SURVEY A - 17

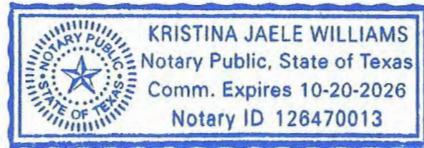


OWNER'S STATEMENT

I, Kyle Nichols, owner of the tract of land shown hereon, do hereby accept this plat as a plan for subdividing into lots and blocks and do hereby dedicate, forever, to the public the streets, alleys and easements as shown.

Kyle Nichols  
Date 9-25-25

STATE OF TEXAS  
COUNTY OF SMITH



Before me, the undersigned authority, a Notary Public in and for said County and State on this date personally appeared Kyle Nichols, 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 considerations therein expressed.

Given under my hand and seal of office, this 25th day of Sept, 2025.

APPROVAL:

Approved by the Commissioner's Court of Smith County, Texas, this the \_\_\_\_ day of \_\_\_\_ 2025.

County Judge, Smith County, Texas

RECORDED IN CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_

THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

GENERAL DESCRIPTION

All that certain tract, lot or parcel of land, a part of the Jose Maria Procela Survey Abstract 17, Smith County, Texas, and being a part that certain called 35.318 acre tract of land described in a deed dated March 31, 2023 from Dorothy Davis to Kyle Nichols that is recorded in Instrument 202301009023 (Tract 1) of the Official Public Records of Smith County, Texas and being more completely described as follows, to wit:

Beginning at a 1/2 inch iron rod found for corner at the Southeast corner of said 35.318 acres, at the Northeast corner of Lot 2 of Jam Estates Subdivision (Cabinet F, Slide 230-A, Plat Records of Smith County, Texas) and in the West right-of-way (R.O.W.) line of County Road No. 2169;

Thence South 88 degrees 14 minutes 29 and seconds West, along the South boundary line of said 35.318 acres and the North boundary line of said Lot 2 and Lot 1, for a distance of 1268.69 feet, to a 1/2 inch iron rod with a cap stamped "Lacy Surveying Ref Marker" found for corner at the Southwest corner of said 35.318 acres, at the Northwest corner of said Lot 1, in the East R.O.W. of County Road 2166 and at the beginning of a curve to the right, from which a 60d nail with a washer stamped "Lacy Surveying" found for witness bears South 88 degrees 14 minutes and 59 seconds West, a distance of 42.28 feet;

Thence Northwesterly, 278.80 feet, along the West boundary line of said 35.318 acres, along said R.O.W. line and along said curve, which has a central angle of 13 degrees 22 minutes and 49 seconds, a radius of 1193.87 feet, and a chord that bears North 26 degrees 16 minutes 54 and seconds West, for a chord distance of 278.17 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner at the Southwest corner of the Billy Joe Hamilton called tract (Instrument 202501019033);

Thence along the South boundary line of said Hamilton tract as follows:

North 47 degrees 21 minutes 05 and seconds East, for a distance of 16.45 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner;

North 76 degrees 03 minutes 53 and seconds East, for a distance of 253.78 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner;

North 72 degrees 57 minutes 59 and seconds East, for a distance of 167.72 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner;

and North 76 degrees 21 minutes 51 and seconds East, for a distance of 136.46 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner at a reentrant corner of said Hamilton tract;

Thence along the Easterly West boundary line of said Hamilton tract as follows:

South 49 degrees 55 minutes 54 and seconds East, for a distance of 18.34 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner;

and South 07 degrees 48 minutes 46 and seconds East, for a distance of 112.01 feet, to a 1/2 inch iron rod found for corner at the Easterly Southwest corner of said Hamilton tract;

Thence North 82 degrees 26 minutes 27 and seconds East, along the Easterly South boundary line of said Hamilton tract, for a distance of 142.45 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner at the Southeast corner of same;

Thence North 07 degrees 29 minutes 01 and seconds West, along the East boundary line of said Hamilton tract, for a distance of 167.91 feet, to a 1/2 inch iron rod with a cap stamped "5980" found for corner at the Northeast corner of same;

Thence North 88 degrees 00 minutes 20 and seconds East, across said 35.318 acres, for a distance of 90.40 feet, to a 1/2 inch iron rod with a cap stamped "Lacy Surveying Property Corner" set for corner in the West boundary line of Lot 4 of the Hamilton Subdivision No. 1 (Cabinet G, Slide 46-D, Plat Records of Smith County, Texas);

Thence South 01 degrees 59 minutes 40 and seconds East, along said West boundary line, for a distance of 14.91 feet, to a 1/2 inch iron rod with a cap stamped "Lacy Surveying Property Corner" found for corner at the Southwest corner of said Lot 4;

Thence North 88 degrees 00 minutes 20 and seconds East, continuing across said 35.318 acres and along the South boundary line of said Lot 4, for a distance of 585.52 feet, to a 1/2 inch iron rod with a cap stamped "Lacy Surveying Property Corner" found for corner in the East boundary line of said 35.318 acres, at the Southeast corner of said Lot 4 and in the West R.O.W. line of the aforementioned County Road No. 2169;

Thence South 02 degrees 00 minutes 28 and seconds East, along said East boundary line and said R.O.W. line, for a distance of 435.38 feet, to the place of beginning and containing 11.571 acres.

I, DANIEL LEE COOPER, REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6148, do hereby certify that this plat was prepared from an actual survey made on the ground under my direction and supervision during the month of September, 2025.

GIVEN UNDER MY HAND AND SEAL, this the 24th day of September, 2025.

Daniel Lee Cooper

REGISTERED PROFESSIONAL LAND SURVEYOR NO. 6148



ADDRESS: County Road 2169  
Troup, Texas 75789

JOB #: 2025213  
DEVELOPER: Kyle Nichols  
SCALE: 1" = 100.00'



P.O. BOX 1001  
CHANDLER, TEXAS 75758  
PHONE (903) 859 - 9942  
LacySurveying.com  
Texas Board of Professional  
Engineers and Land Surveyors  
Firm #10194876





Subdivision Name: Twisted Oaks Addition

Adjacent Road: \_\_\_\_\_

Developer: Charley Allen Phone: 903-360-6823

email: TwistedOaksTX@gmail.com Fax: \_\_\_\_\_

Surveyor: JDS surveying Phone: 903-963-2333

email: \_\_\_\_\_ Fax: \_\_\_\_\_

Roadway Length: \_\_\_\_\_ ft. (centerline)

Item		Date and Initial when received		
		Resub/Lot Line Adjustment	No Roads	With Roads
Prior to Court Submission	Preliminary Plat (2 copies)	Not Required		
	Preliminary Plat Approved	Not Required		
	Final Plat (mylar & 3 prints)		9-29-25 SB ✓	
	Plat Fee	\$25	\$100 9-29-25 SB ✓	\$250
	Construction Bond (\$20 /ft.)	Not Required	Not Required	
	Testing Fee (\$1.50/ft with Curb & Gutter, \$1/ft without)	Not Required	Not Required	
	911 Clearance Letter		9-29-25 SB ✓	
	Designated Rep. (Pledger) Clearance Letter	See notes below	9-29-25 SB ✓	
	Tax Certificate		9-29-25 SB ✓	
	Plans and Specifications (2 copies)	Not Required	Not Required	
	TCEQ Permit for Dam (if lake or pond present)			
	Flood Plain Development Permit & Fee (if required)	\$100	\$100	\$100
At Completion of Construction	Final Inspection	Not Required	Not Required	
R/W Accepted as County Road by Commissioners Court	Maintenance Bond (\$30/ft.)	Not Required	Not Required	
	County Rd Number	Not Required	Not Required	

Notes: Increase lot(s) – Pledger letter “NOT” required  
Decrease lot(s) – Pledger letter “IS” required



Smith County 911  
Communications District  
205 Shelley Dr  
Tyler, TX 75701  
(903) 566-8911

**PLAT, SUBDIVISION & STREET NAME REVIEW**  
**07-21-2025**  
Reviewed By: Kim Wheeler, GIS Coordinator

**Twisted Oaks** - SC 911 Addressing, no conflicts. Lot 1 will keep 19274 C R 446. Lot 2 will need to contact our office to confirm 19326 C R 446 is valid.

**Smith County Designated Agent  
Texas Commission on Environmental Quality  
On-Site Facility Enforcement Program  
Permits, Inspections and Complaint Division  
3800 Paluxy Dr Suite 230  
Tyler, TX. 75703  
903-630-4234**

**September 25, 2025**

**Doug Nicholson  
Smith County Road and Bridge  
P.O. Box 990  
Tyler, TX. 75710**

**RE: Twisted Oaks Addition**

**Sir,**

**As required by Title 30 TAC Charter 285.4c (Review of Subdivision and Development Plans), Charley Allen has submitted an application to this office and is seeking approval of development planning materials for a new 2 lot Subdivision from a 10.497-acre tract located at 19576 and 19274 CR 446 Lindale, Texas 75771 in Smith County.**

**This development, as currently proposed, meets the minimum size of 0.50 acres for a property served by a Private Well Water System where OSSF's are required. Notice: Property Owners are required to submit to this office an application for a "Permit to construct" and get approval prior to installing an On-Site Sewage Facility on any of the properties.**

**I have reviewed the information submitted by Charley Allen and their consultant Mrs. Heather McCarty an R.S. and have determined that the plan meets the requirement of said Chapter 285.4c. The information contained in the application materials indicates that the development is suitable for use of individual on-site wastewater disposal systems. Please call the above number if you have any questions.**

***Robert Stanley*  
Robert Stanley  
Designated Representative  
Smith County**

TAX CERTIFICATE FOR ACCOUNT : 100000108100005040

AD NUMBER: R208879

GF NUMBER:

CERTIFICATE NO : 13467671

**COLLECTING AGENCY**

Gary B. Barber

Smith County Tax Office

P.O. Box 2011

Tyler TX 75710-2011

**REQUESTED BY**

ALLEN CHARLEY & TAMALA

19274 COUNTY ROAD 446

LINDALE TX 75771

DATE : 9/26/2025

FEE : \$10.00

**PROPERTY DESCRIPTION**

ABST A1081 P WADE|TRACT 5D

0019576 C R 446

5.249 ACRES

**PROPERTY OWNER**

ALLEN CHARLEY & TAMALA

19274 COUNTY ROAD 446

LINDALE TX 75771

THIS IS TO CERTIFY THAT, AFTER A CAREFUL CHECK OF THE RECORDS OF THE SMITH COUNTY TAX OFFICE, THE FOLLOWING DELINQUENT TAXES, PENALTIES, AND INTEREST ARE DUE ON THE DESCRIBED PROPERTY.

THE ABOVE DESCRIBED PROPERTY TAX HAS/IS RECEIVING SPECIAL APPRAISAL BASED ON ITS USE, AND ADDITIONAL ROLLBACK TAXES MAY BECOME DUE BASED ON THE PROVISIONS OF THE SPECIAL APPRAISAL. (IF APPLICABLE)

CURRENT VALUES			
LAND MKT VALUE:	46,695	IMPROVEMENT :	0
AG LAND VALUE:	0	DEF HOMESTEAD:	0
APPRAISED VALUE:	46,695	LIMITED VALUE:	0
EXEMPTIONS:			
LAWSUITS:			

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2024	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2024	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
2024	TYLER JR COLLEGE	0.00	0.00	0.00	0.00	0.00	0.00
2024	VAN ISD	0.00	0.00	0.00	0.00	0.00	0.00
2024 SUB TOTAL							\$0.00

TOTAL CERTIFIED TAX DUE 9/2025 :

\$0.00

ISSUED TO :

ALLEN CHARLEY & TAMALA

ACCOUNT NUMBER:

100000108100005040

CERTIFIED BY :

*Quinn Scott*





Tax Assessor-Collector  
Property Tax 903-590-2920  
Fax 903-590-2939

Auto Registration 903-590-2900  
Fax 903-590-2908

## COUNTY OF SMITH

Gary B. Barber – Tax Assessor Collector  
Box 2011  
Tyler, Texas 75710-2011

September 26, 2025

Charley Allen  
19274 C R 446  
Lindale, Texas 75771

RE: 100000108100005040  
ALLEN CHARLEY & TAMALA  
19576 C R 446  
ABST A1081 P WADE  
TRACT 5D

To Whom It May Concern:

This letter is pertaining to the Texas Property Code Section 12.002 (e) which states:

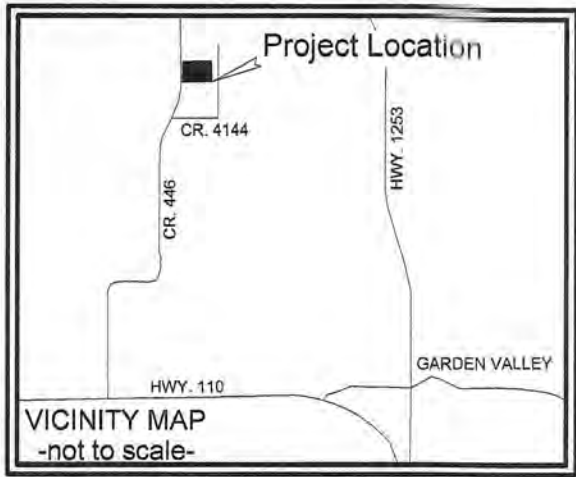
“if the taxes for the current year have not been calculated, a statement from the collector for the taxing unit indicating that the taxes to be imposed by that taxing unit for the current year have not been calculated.”

The 2025 taxes have not been calculated as of today's date. Tax bills and statements will be available on or about October 1<sup>st</sup> of this year.

Temekia Scott  
Property Tax Supervisor for  
Gary B. Barber  
Smith County Tax Assessor- Collector

Note: this form is to be used after September 1 each year until such time as tax bills are calculated on or about October 1<sup>st</sup> or thereafter each year and is needed by the County Clerk to allow the filing of plats under Texas Property Code Section 12.002 (e).





## TWISTED OAKS ADDITION

BEING A PORTION OF A CALLED 5.249 ACRE TRACT (TRACT ONE)  
AND A PORTION OF A CALLED 5.249 ACRE TRACT (TRACT TWO),  
LOCATED IN THE P. WADE SURVEY, ABSTRACT NO.1081  
SMITH COUNTY, TEXAS.

## P. WADE SURVEY A-1081



REPLAT OF LOT 2  
THOUSAND OAKS SUBDIVISION  
UNIT 1  
CABINET D SLIDE 105-A

LOT 2B

P.O.B.: 1/2" IR. Set  
1/2" IR. Fnd. bears:  
S 89°42'56" W - 30.02'

CALLLED 5.00  
KATHERINE MARIE MONCRIEF  
TO  
MICHAEL DAVID HOLDERREAD AND  
WIFE REBECCA LYNN HOLDERREAD  
AUGUST 1, 2022  
DOCUMENT NO. 202201029727

RESIDUE OF A CALLED 69.45 ACRES  
JAMES D. MONCRIEF AND WIFE,  
GLADYS MARIE MONCRIEF  
TO  
JAMES W. MONCRIEF  
APRIL 16, 2003  
VOLUME 7364, PAGE 114

LOT 2  
3.00 AC.

LOT 1  
7.11 AC.

LOT 3

CALLLED 5.73 ACRES  
JAMES ALAN HICKS AND  
WIFE, MORENA HICKS  
TO  
KATHARINE M. NIELSEN  
AUGUST 29, 2023  
DOCUMENT NO. 202301026028

County Road 446

0.38 Ac.  
DEDICATION TO  
SMITH COUNTY, TEXAS

CALLLED 5.249 ACRES  
TRACT ONE  
JAMES W. MONCRIEF, ET AL  
TO  
CHARLEY ALLEN AND TAMALA ALLEN  
DECEMBER 21, 2018  
DOCUMENT NO. 2018-0100050998

Act. S 88°18'08" W - 832.13'  
Call Overall: S 88°18'08" W - 862.35'

LOT 5  
SUBDIVISION  
UNIT 1  
CABINET A SLIDE 394-D

LOT 4

LOT 6

BLOCK 1

LINE	BEARING	DISTANCE
L1	N 00°03'07" E	70.62
L2	N 01°45'45" E	152.13

### OWNER'S STATEMENT:

KNOW ALL MEN BY THESE PRESENT, that I (we), Charley Ray Allen,  
do hereby adopt the plat designating the herein above property as Lots 1 and 2, TWISTED OAKS ADDITION in  
accordance with the plat shown hereon, subject to any and all easements or restrictions heretofore granted  
and do hereby dedicate to the public the use of the streets and easements shown hereon.

WITNESS MY HAND, this the 26 day of September, A.D., 2025

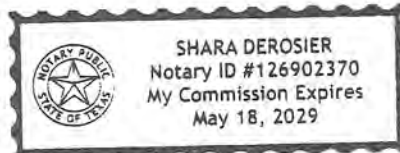
THE STATE OF TEXAS §  
COUNTY OF SMITH §

BEFORE ME, the undersigned authority, on this day personally appeared Charley Ray Allen,  
known by me to be the person whose name is subscribed to the foregoing instrument and acknowledged to  
me that they executed the same for the purposes and consideration of therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this the 26 day of

Sep 2025

SHD  
Notary Public, State of Texas



### LEGAL DESCRIPTION:

10.11 ACRES

All that certain lot, tract or parcel of land located within the P. Wade Survey, Abstract No. 1081 of Smith County, Texas, being a portion of a called 5.249 acre tract described as Tract One and a called 5.249 acre tract described as Tract Two in a deed from James W. Moncrief, et al to Charley Allen and Tamala Allen, dated December 21, 2018 and recorded in Document No. 2018-0100050998 of the Official Public Records of Smith County, Texas, and this 10.11 acre tract being more fully described as follows:

BEGINNING at a 1/2" Iron Rod Set for the Northwest corner of this tract, being in the South line of a called 5.00 acre tract described in a deed from Katherine Marie Moncrief to Michael David Holderread and Rebecca Lynn Holderread, dated August 1, 2022 and recorded in Document No. 202201029727, from which a 1/2" Iron Rod Found for the Northwest corner of said Tract Two bears South 89°42'56" West, a distance of 30.02 feet;

THENCE North 89°42'56" East, a distance of 798.93 feet along the South line of said called 5.00 acre tract to a 1/2" Iron Rod Found for the Southeast corner of same and being in the West line of Lot 2B of the replat of Lot 2 of Thousand Oaks Subdivision Unit 1 as shown on plat recorded in Cabinet D, Slide 105-A or the Plat Records of Smith County, Texas;

THENCE South 01°56'36" East, a distance of 529.65 feet along the West line of said Lot 2B and the West line of Lot 3, Block 1 of Thousand Oaks Subdivision Unit 1 as shown on plat recorded in Cabinet A, Slide 394-D to a 1/2" Iron Rod Found for the Southwest corner of said Lot 3 and being in the North line of Lot 4 of said Thousand Oaks Subdivision;

THENCE South 88°18'08" West, a distance of 832.13 feet along the North line of said Lot 4, Lot 5, and Lot 6 of said Thousand Oaks Subdivision to a 1/2" Iron Rod Set for the Southwest corner of this tract;

THENCE across said Tract One and said Tract Two the following courses and distances:

North 00°03'07" East, a distance of 70.62 feet to a 1/2" Iron Rod Set;  
North 01°46'27" East, a distance of 327.51 feet to a 1/2" Iron Rod Set;  
North 01°45'45" East, a distance of 152.13 feet to the POINT OF BEGINNING  
AND CONTAINING 10.11 ACRES OF LAND.

### NOTES:

ACCORDING TO F.E.M.A. FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 48423C00500C, DATED SEPTEMBER 26, 2008, THE PROPERTY SHOWN HEREON LIES WITHIN ZONE X "OTHER AREAS", BEING DEFINED AS "AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN."

THE BEARINGS HEREON WERE ORIENTED TO AGREE WITH GRID NORTH AND WERE DERIVED USING G.P.S. EQUIPMENT. (TEXAS NORTH CENTRAL ZONE - NAD 83).

ALL IRON RODS SET ARE CAPPED WITH PLASTIC CAPS STAMPED (JDS 10194118) UNLESS OTHERWISE NOTED.

1/2" IRON ROD SET WITH PLASTIC CAP STAMPED (JDS 10194118) AT ALL NEWLY ESTABLISHED LOT CORNERS UNLESS OTHERWISE NOTED.

SELLING A PORTION OF THE ADDITION BY METES AND BOUNDS IS A VIOLATION OF COUNTY & CITY REGULATIONS AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.

SMITH COUNTY SHALL NOT BE RESPONSIBLE FOR MAINTENANCE OF PRIVATE STREETS, DRIVES, EMERGENCY ACCESS EASEMENTS, RECREATION AREAS AND OPEN SPACES; AND THE OWNERS SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF PRIVATE STREETS, DRIVES, EMERGENCY ACCESS EASEMENTS, RECREATION AREAS AND OPEN SPACES, AND THE OWNERS AGREE TO INDEMNIFY AND HOLD HARMLESS SMITH COUNTY, FROM ALL CLAIMS, DAMAGES AND LOSSES ARISING OUT OF OR RESULTING FROM PERFORMANCE OF THE OBLIGATIONS OF THE OWNERS SET FORTH IN THIS PARAGRAPH.

ALL SURFACE DRAINAGE EASEMENTS SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, FOUNDATIONS, PLANTINGS, AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITY.

BLOCKING THE FLOW OF WATER OR CONSTRUCTING IMPROVEMENTS IN SURFACE DRAINAGE EASEMENTS, AND FILLING OR OBSTRUCTION OF THE FLOODWAY IS PROHIBITED.

SMITH COUNTY WILL NOT BE RESPONSIBLE FOR ANY DAMAGE, PERSONAL INJURY OR LOSS OF LIFE OR PROPERTY OCCASIONED BY FLOODING OR FLOODING CONDITIONS.

THE EXISTING CREEKS OR DRAINAGE CHANNELS, IF LEFT UNIMPROVED, TRAVERSING ALONG OR ACROSS THE ADDITION WILL REMAIN AS OPEN CHANNELS AND WILL BE MAINTAINED BY THE INDIVIDUAL OWNERS OF THE LOT OR LOTS THAT ARE TRAVERSED BY OR ADJACENT TO THE DRAINAGE COURSES ALONG OR ACROSS THE LOTS.

CONSTRUCTION NOT COMPLETE WITHIN TWO YEARS OF THE COMMISSIONERS COURT APPROVAL SHALL BE SUBJECT TO CURRENT COUNTY SUBDIVISION STANDARDS AND REGULATIONS. THE COUNTY MAY REQUIRE THE SUBDIVISION BE RE-PLATTED.

LEGEND  
Barbed Wire Fence — x —  
Powerline — e —  
IRF —  
O —  
1/2" IRS at all newly established lot corners unless otherwise noted. (See notes)

### SURVEYOR'S STATEMENT:

I, Harrison Hrobar, registered professional surveyor no. 6584, do hereby certify that the above plat was prepared from an actual survey made on the ground under my supervision during the month of February, 2025.

GIVEN UNDER MY HAND & SEAL, this the 30th day of April, 2025.

Hrobar  
HARRISON HROBAR - R.P.L.S. No. 6584



I, \_\_\_\_\_, COUNTY JUDGE OF SMITH COUNTY, TEXAS, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WAS APPROVED AND ACCEPTED FOR RECORDING BY THE COMMISSIONERS COURT OF SAID COUNTY ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

WITNESS MY HAND AND SEAL OF OFFICE, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

COUNTY JUDGE  
SMITH COUNTY, TEXAS

PLAT RECORDED IN CABINET \_\_\_\_\_, SLIDE \_\_\_\_\_

DATE RECORDED: \_\_\_\_\_

DRAWN BY: HH	SCALE: 1" = 100'
SURVEYED BY: ZP	REF: ALLEN
DATE: 4-30-2025	FILE NO.: 4439



**15**

# SMITH COUNTY COMMISSIONERS COURT

## AGENDA ITEM REQUEST FORM

<b>Submission Date:</b> 09/29/2025	<b>Submitted by:</b> KAREN NELSON
<b>Meeting Date:</b> 10/07/2025	<b>Department:</b> ROAD & BRIDGE
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
<b>Title:</b>	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Receive pipe and/or utility line installation request (notice only): a. County Roads 2147, 2151, 2142, 2152, 2154, 2153, 2343, Byers Engineering Company, install fiber optic cable and pedestals, Precinct 2, b. County Roads 2134, 2137, 2138, 2139, 2140, 2141, 2175, 2263, install underground and aerial fiber optic cable with vaults and pedestals, Precinct 2, c. Metronet, County Road 1125, install aerial and underground fiber optic cable, Precinct 4, d. Metronet, County Road 2188, install underground fiber optic cable, Precinct 2; and e. Metronet, County Roads 2139, 2317, 2172, 2300, install underground fiber optic cable, Precinct 2	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Monday at 12:00pm the week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

**APPLICATION FOR PERMIT FOR THE INSTALLATION  
PIPE AND/OR UTILITY LINES WITHIN A COUNTY MAINTAINED  
RIGHT OF WAY OR EASEMENT**  
Smith County Road & Bridge Department  
135 SSE Loop 323  
Tyler, Texas 75702

1. Applicant: Metronet Date: 6/27/2025  
Company Name (if different): \_\_\_\_\_ Phone: 812-916-1792  
Address: 3701 Communications Way, Evansville IN Fax: \_\_\_\_\_  
47715 Zip: \_\_\_\_\_  
24/7 Contact Name: TAYLOR SHELTON Phone: 812.213.1311  
Contractor: TBD Phone: TBD  
Bonding Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Franchise Holder: \_\_\_\_\_ Phone: \_\_\_\_\_  
3. Franchise Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
4. Location (if applicable, length of installation in feet): CR 2171, LOST CREEK, ROYAL CIRCLE, PRINCESS ST, NIX LN, TRENTON DR, SCOTT DR,  
2319 2317 2172 2330

5. Type of work, location, and description of the proposed line and appurtenances is shown by 3 copies of drawings attached to this application. The line will be constructed and maintained on the County right-of-way as directed by the Road Administrator/Engineer in accordance with SMITH COUNTY specifications.

6. Describe all traffic controls or warning devices anticipated for this project: \_\_\_\_\_

Possible TCP's to be used are included with drawings. Contractor to provide more information prior to construction.  
(TYLR.07.012)

7. Proposed start date: 9/26/2025 Completion date: 3/26/2026

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, hereby, to grant and right, claim, title, or easement in or upon this county road; and it is further understood that in the future should for any reason SMITH COUNTY should need to work, improve, relocate, widen, increase, add to or in any manner change the structure of this right-of-way, this line, if affected, will be moved under the direction of the SMITH COUNTY Road Administrator/Engineer and shall be relocated at the complete expense of the owner.

All work on the county right-of-way shall be performed in accordance with the Road Administrator/Engineer's instructions. The installation shall not damage any part of the road way.

Specific instructions and conditions are as follows:

1. **All underground lines are to be installed a minimum of 36 inches below flow line of the adjacent drainage or borrow ditch.**
2. **All buried lines carrying an electrical current, or electronic or optical signal shall have yellow plastic tape at least two inches in width, buried a minimum of twelve inches above such lines.**
3. Lines crossing under surfaced roads and under surfaced cross roads with in the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line.
4. All lines under roads carrying pressure in excess of 50psi shall be enclosed in satisfactory casing extending from right-of-way line to right-of-way line. Pipe used for casing may be any type approved by the Road Administrator and shall be capable of supporting the roadbed and traffic loads and shall be constructed such that there is no leakage through the casing, carrier pipe, joints or couplings. (Lines installed 48 inches or greater below flow line encasement is not required.)

5. No lines are to be installed under or within 50 ft. of either end of a bridge. No lines shall be placed in a culvert or within 10 ft. of the closest point of same.
6. Parallel lines will be installed as near the right-of-way as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and roadbed without special permission of the Road Administrator/Engineer.
7. Overhead lines will have a minimum clearance of 18 ft. above the road surface at point of crossing.
8. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a result of this installation will be borne by the owner of this line.
9. At least one half of the traveled portion of the road must be open to traffic at all times.
10. This permit is permissive, is subject to the public right of travel on and access to the right-of-way, and may not be assigned.
11. The applicant shall secure all other necessary or required permits, licenses, or approvals before starting work.
12. Signs and traffic controls shall comply with the current edition of the Manual on Uniform Traffic Control Devices, as approved by the Texas Department of Transportation.
13. All work shall conform to the design standards and specifications of the County.
14. Restoration of the right-of-way is required and shall be completed within 30 days of the completed work within the right-of-way.
15. Right-of-Way surfaces shall be cleaned before the end of each day's work. All catch basins, culverts or other improvements affected by any deposits of dirt, mud, rock, debris, or other material shall be cleaned daily or as specified by the County.
16. The applicant shall provide proof of Insurance.
17. The applicant shall be responsible for all utility locates.
18. All residents or businesses affected by any scheduled maintenance causing road closure, or interruption of any utility service shall be notified forty-eight (48) hours prior to any work. Emergency situations are exempt.
19. Petrochemical or other hydrocarbon pipelines: Does this pipeline fall under the Texas Rail Road Commission (flowlines). Yes \_\_\_\_\_ No ☒ \_\_\_\_\_

**20. Final Inspection: All permits must have a final inspection once work is complete. Please call (903)590-4801 to schedule a final inspection.**

Indemnification: By accepting this permit, the Applicant shall assume all risks and hazards incidental to its use of County right-of-way under this permit and hold harmless the County of SMITH, its officers, employees and agents from any claim arising out of applicants' performance under this permit.

Applicants Signature: \_\_\_\_\_ Date: 9/15/2025

Approved:  \_\_\_\_\_  
Smith County Road Administrator/Engineer

**TYLR.07.012**  
**FTTH PROJECT**



ONE-CALL NOTIFICATION SYSTEM  
CALL BEFORE YOU DIG!  
1-800-545-6005



**AREA MAP**

**SMITH COUNTY**  
**PERMIT**  
**DRAWINGS**

DATE: 9/12/2025

DRAWING INDEX	SHEET
COVER SHEET	01
CONSTRUCTION PLANS	02-10
TYPICAL DETAILS	T1-T13

CONTACT INFORMATION	
PRIMARY CONTACT (NAME):	TAYLOR SHELTON
PHONE:	(812) 213-1311
EMAIL:	TAYLOR.SHELTON@METRONET.COM
ADDITIONAL CONTACT (NAME):	NICK WILLIAMS
PHONE:	(512) 328-2461
EMAIL:	NICK.WILLIAMS@WILCOMM.COM

PREPARED BY  
**WILLIAMS**  
COMMUNICATIONS INC.  
SINCE 1975  
6624 BEE CAVES RD, SUITE C-1  
AUSTIN TX 78746  
PHONE: (512) 328-2461  
www.wilcomm.com

**VEXUS**  
FIBER™

**APPLICATION FOR PERMIT FOR THE INSTALLATION  
PIPE AND/OR UTILITY LINES WITHIN A COUNTY MAINTAINED  
RIGHT OF WAY OR EASEMENT**  
Smith County Road & Bridge Department  
135 SSE Loop 323  
Tyler, Texas 75702

1. Applicant: Metronet Date: 9/19/2025  
Company Name (if different): \_\_\_\_\_ Phone: 812-916-1792  
Address: 3701 Communications Way, Evansville IN Fax: \_\_\_\_\_  
47715 Zip: \_\_\_\_\_  
24/7 Contact Name: TAYLOR SHELTON Phone: 812.213.1311  
Contractor: TBD Phone: TBD  
Bonding Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Franchise Holder: \_\_\_\_\_ Phone: \_\_\_\_\_  
3. Franchise Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
4. Location (if applicable, length of installation in feet): CR: 1125, E LAKESHORE DR, IVY DR, HILLSIDE DR

5. Type of work, location, and description of the proposed line and appurtenances is shown by 3 copies of drawings attached to this application. The line will be constructed and maintained on the County right-of-way as directed by the Road Administrator/Engineer in accordance with SMITH COUNTY specifications.

6. Describe all traffic controls or warning devices anticipated for this project: \_\_\_\_\_

Possible TCP's to be used are included with drawings. Contractor to provide more information prior to construction.  
(TYLR.10.012)

7. Proposed start date: 9/29/2025 Completion date: 3/30/2026

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, hereby, to grant and right, claim, title, or easement in or upon this county road; and it is further understood that in the future should for any reason SMITH COUNTY should need to work, improve, relocate, widen, increase, add to or in any manner change the structure of this right-of-way, this line, if affected, will be moved under the direction of the SMITH COUNTY Road Administrator/Engineer and shall be relocated at the complete expense of the owner.

All work on the county right-of-way shall be performed in accordance with the Road Administrator/Engineer's instructions. The installation shall not damage any part of the road way.

Specific instructions and conditions are as follows:

1. **All underground lines are to be installed a minimum of 36 inches below flow line of the adjacent drainage or borrow ditch.**
2. **All buried lines carrying an electrical current, or electronic or optical signal shall have yellow plastic tape at least two inches in width, buried a minimum of twelve inches above such lines.**
3. Lines crossing under surfaced roads and under surfaced cross roads with in the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line.
4. All lines under roads carrying pressure in excess of 50psi shall be enclosed in satisfactory casing extending from right-of-way line to right-of-way line. Pipe used for casing may be any type approved by the Road Administrator and shall be capable of supporting the roadbed and traffic loads and shall be constructed such that there is no leakage through the casing, carrier pipe, joints or couplings. (Lines installed 48 inches or greater below flow line encasement is not required.)

5. No lines are to be installed under or within 50 ft. of either end of a bridge. No lines shall be placed in a culvert or within 10 ft. of the closest point of same.
6. Parallel lines will be installed as near the right-of-way as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and roadbed without special permission of the Road Administrator/Engineer.
7. Overhead lines will have a minimum clearance of 18 ft. above the road surface at point of crossing.
8. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a result of this installation will be borne by the owner of this line.
9. At least one half of the traveled portion of the road must be open to traffic at all times.
10. This permit is permissive, is subject to the public right of travel on and access to the right-of-way, and may not be assigned.
11. The applicant shall secure all other necessary or required permits, licenses, or approvals before starting work.
12. Signs and traffic controls shall comply with the current edition of the Manual on Uniform Traffic Control Devices, as approved by the Texas Department of Transportation.
13. All work shall conform to the design standards and specifications of the County.
14. Restoration of the right-of-way is required and shall be completed within 30 days of the completed work within the right-of-way.
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19. Petrochemical or other hydrocarbon pipelines: Does this pipeline fall under the Texas Rail Road Commission (flowlines). Yes \_\_\_\_\_ No ☒ \_\_\_\_\_

**20. Final Inspection: All permits must have a final inspection once work is complete. Please call (903)590-4801 to schedule a final inspection.**

Indemnification: By accepting this permit, the Applicant shall assume all risks and hazards incidental to its use of County right-of-way under this permit and hold harmless the County of SMITH, its officers, employees and agents from any claim arising out of applicants' performance under this permit.

Applicants Signature: \_\_\_\_\_ Date: 9/15/2025

Approved:  \_\_\_\_\_  
Smith County Road Administrator/Engineer

# **TYLR.10.012** **FTTH PROJECT**



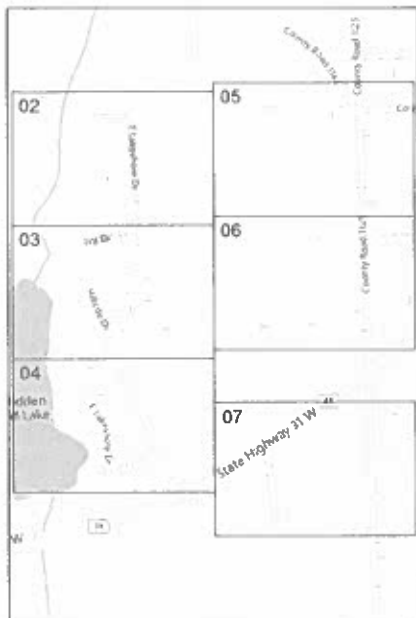
ONE-CALL NOTIFICATION SYSTEM  
**CALL BEFORE YOU DIG!**  
 1-800-545-6005



DRAWING INDEX	SHEET
COVER SHEET	01
CONSTRUCTION PLANS	02-07
TYPICAL DETAILS	T1-T13

## **SMITH COUNTY** **PERMIT** **DRAWINGS**

DATE: 9/15/2025



AREA MAP

CONTACT INFORMATION	
PRIMARY CONTACT (NAME):	TAYLOR SHELTON
PHONE:	(812) 213-1311
EMAIL:	TAYLOR.SHELTON@METRONET.COM
ADDITIONAL CONTACT (NAME):	NICK WILLIAMS
PHONE:	(512) 328-2461
EMAIL:	NICK.WILLIAMS@WILCOMM.COM

PREPARED BY  
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**APPLICATION FOR PERMIT FOR THE INSTALLATION  
PIPE AND/OR UTILITY LINES WITHIN A COUNTY MAINTAINED  
RIGHT OF WAY OR EASEMENT**  
Smith County Road & Bridge Department  
135 SSE Loop 323  
Tyler, Texas 75702

1. Applicant: BYERS ENGINEERING COMPANY Date: 8/20/2025  
Company Name (if different): \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: 1785 O'BRIEN RD Fax: \_\_\_\_\_  
COLUMBUS, OH Zip: 43228  
24/7 Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Contractor: MASTEC NETWORK SOLUTIONS Phone: 210-365-9473  
Bonding Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
2. Franchise Holder: SPECTRUM / CHARTER Phone: \_\_\_\_\_  
3. Franchise Contact: KIMBERLY MATHIS Phone: 469-794-3210  
4. Location (if applicable, length of installation in feet): 60,918' BURIED UG : N RAILROAD AVE, CR 2147, N GEORGIA  
ST, CR 2151, CR 2142, CR 2152, CR 2154, CR 2153, CR 2343, N FRONT ST, W MELTON ST, OLD LANDING RD. PID: 5617210 TE39E  
5. Type of work, location, and description of the proposed line and appurtenances is shown by 3  
copies of drawings attached to this application. The line will be constructed and maintained on the  
County right-of-way as directed by the Road Administrator/Engineer in accordance with SMITH  
COUNTY specifications.  
6. Describe all traffic controls or warning devices anticipated for this project: \_\_\_\_\_  
SIGN (48"), HIGH BEAM FLASHING YELLOW MOUNTED LIGHTS, CONES / CHANNELIZING DE-  
VICES, TRUCK MOUNTED ATTENUATOR, FLAG, FLAGGER, FLASHING ARROW BOARD.  
7. Proposed start date: 9/9/2025 Completion date: 8/31/2026

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, hereby, to grant and right, claim, title, or easement in or upon this county road; and it is further understood that in the future should for any reason SMITH COUNTY should need to work, improve, relocate, widen, increase, add to or in any manner change the structure of this right-of-way, this line, if affected, will be moved under the direction of the SMITH COUNTY Road Administrator/Engineer and shall be relocated at the complete expense of the owner.

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4. All lines under roads carrying pressure in excess of 50psi shall be enclosed in satisfactory casing extending from right-of-way line to right-of-way line. Pipe used for casing may be any type approved by the Road Administrator and shall be capable of supporting the roadbed and traffic loads and shall be constructed such that there is no leakage through the casing, carrier pipe, joints or couplings. (Lines installed 48 inches or greater below flow line encasement is not required.)

5. No lines are to be installed under or within 50 ft. of either end of a bridge. No lines shall be placed in a culvert or within 10 ft. of the closest point of same.
6. Parallel lines will be installed as near the right-of-way as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and roadbed without special permission of the Road Administrator/Engineer.
7. Overhead lines will have a minimum clearance of 18 ft. above the road surface at point of crossing.
8. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a result of this installation will be borne by the owner of this line.
9. At least one half of the traveled portion of the road must be open to traffic at all times.
10. This permit is permissive, is subject to the public right of travel on and access to the right-of-way, and may not be assigned.
11. The applicant shall secure all other necessary or required permits, licenses, or approvals before starting work.
12. Signs and traffic controls shall comply with the current edition of the Manual on Uniform Traffic Control Devices, as approved by the Texas Department of Transportation.
13. All work shall conform to the design standards and specifications of the County.
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19. Petrochemical or other hydrocarbon pipelines: Does this pipeline fall under the Texas Rail Road Commission (flowlines). Yes\_\_\_\_\_ No\_\_\_\_\_

20. **Final Inspection: All permits must have a final inspection once work is complete. Please call (903)590-4801 to schedule a final inspection.**

Indemnification: By accepting this permit, the Applicant shall assume all risks and hazards incidental to its use of County right-of-way under this permit and hold harmless the County of SMITH, its officers, employees and agents from any claim arising out of applicants' performance under this permit.

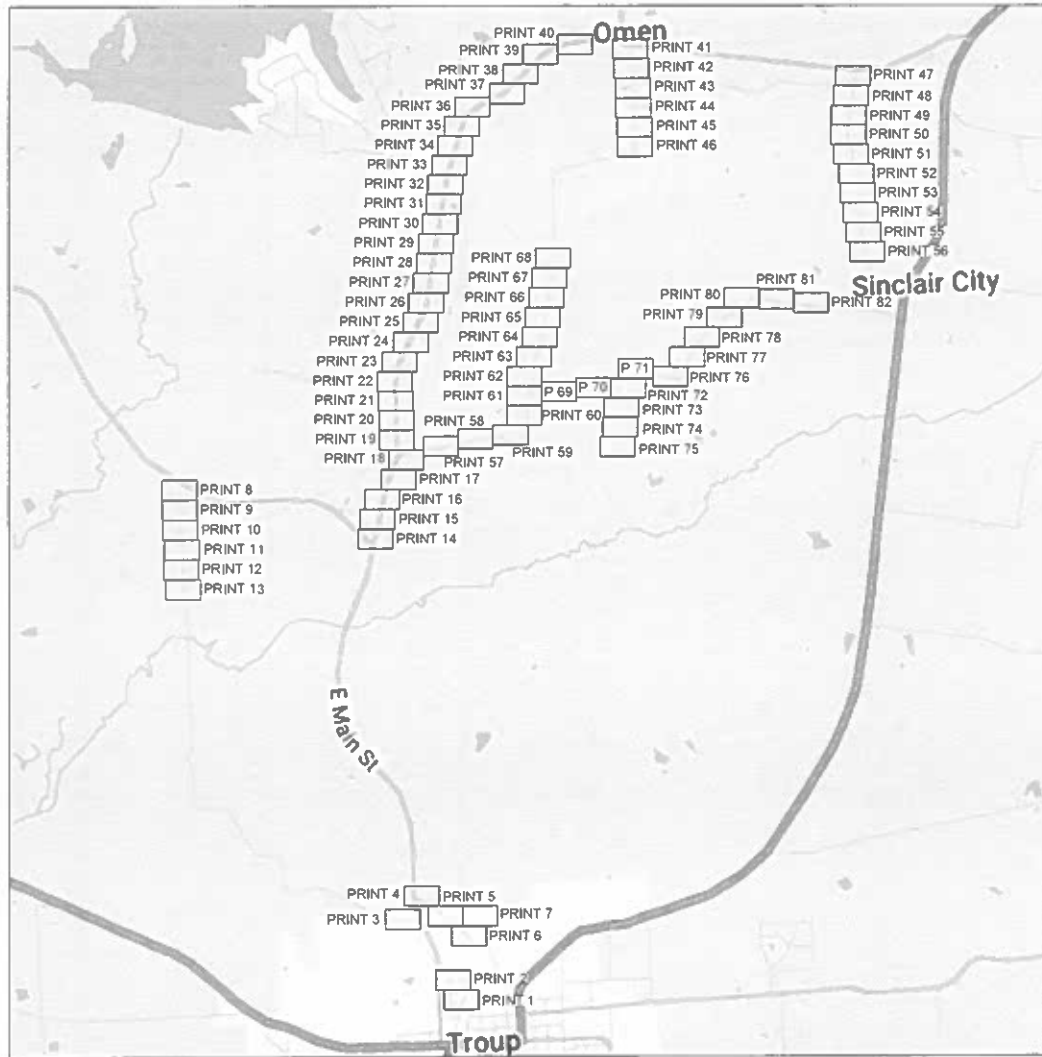
Applicants Signature: Leif Schmit-Kallas Date: 8/20/2025

Approved:   
Smith County Road Administrator/Engineer

SHEET #	STREET 1	STREET 2	STREET 3	STREET 4	STREET 5
PRINT(1)	N RAILROAD AVE	N FRONT ST			
PRINT(2)	N RAILROAD AVE	W MELTON ST			
PRINT(3)	CR 2147				
PRINT(4)	N GEORGIA ST				
PRINT(5)	N GEORGIA ST				
PRINT(6)	N GEORGIA ST	CR 2151			
PRINT(7)	CR 2151				
PRINT(8)	CR 2147				
PRINT(9)	CR 2147				
PRINT(10)	CR 2147				
PRINT(11)	CR 2147				
PRINT(12)	CR 2147				
PRINT(13)	CR 2147				
PRINT(14)	CR 2142				
PRINT(15)	CR 2142				
PRINT(16)	CR 2142				
PRINT(17)	CR 2142				
PRINT(18)	CR 2142	CR 2152			
PRINT(19)	CR 2142				
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PRINT(38)	CR 2142				
PRINT(39)	CR 2142				
PRINT(40)	CR 2142	OLD LANDING RD			
PRINT(41)	CR 2152				
PRINT(42)	CR 2152				
PRINT(43)	CR 2152				

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PRINT(71)	CR 2153	CR 2343
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PRINT(76)	CR 2153	
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PRINT(78)	CR 2153	
PRINT(79)	CR 2153	
PRINT(80)	CR 2153	
PRINT(81)	CR 2153	
PRINT(82)	CR 2153	

# SITE MAP



## CHARTER COMMUNICATIONS INSTALLATIONS 202 W MCKAY ST, TROUP, TX 75789, SMITH COUNTY

WORK AREA  
TOTAL BURIED FOOTAGE: 60,918'

LEGEND	
PROPOSED BURIED FIBER	CONCRETE
PROPOSED AERIAL STRAND	UTILITY POLE
ALL FIBER THROUGH EXISTING CONDUIT	EXIST HANDHOLE
RIGHT OF WAY	EXIST CABINET
EDGE OF PAVEMENT	EXIST PEDESTAL
CENTER LINE	EXISTING DIO & ANCHOR
UTILITY EASEMENT	STREET SIGN
PROPERTY LINE	ADA RAMP
SANITARY SEWER	MAN BOX
STORM SEWER	TREE
WATER LINE	BURST
GAS LINE	PROP. HANDHOLE
UNDERGROUND ELECTRIC	PROP. CABINET
EXISTING TELEBOOM	PROP. PEDESTAL
STORM MH	PROP. FLOWPOT MH
SANITARY MH	PROPOSED DIO & ANCHOR
WATER VALVE	PROP. F.A.S. BOREPIT
WATER METER	CLUBWAY
HYDRANT	DRIVEWAY
	DIV
	STORM GRATE



### REVISION NOTES

REV	DESCRIPTION
1	SITE PLAN APPROVAL ONLY
X	X
X	X
X	X
X	X
X	X
X	X

### LOCATION NOTES

ADDRESS:  
202 W MCKAY ST

MUNICIPALITY:  
TROUP

COUNTY:  
SMITH

HORIZONTAL SCALE:  
1"=65'

CONSTRUCTION NOTES:  
- ALL UTILITIES SHOWN ARE APPROXIMATE. CONTRACTOR TO LOCATE ALL UNDERGROUND OBSTRUCTIONS BEFORE DIGGING. CALL 8-1-1 PRIOR TO DIGGING 48 HOURS PRIOR TO DIGGING.  
- CONTRACTOR TO POTHOLE AT ALL UTILITY CROSSINGS.  
- CONTRACTOR TO PLACE ALL CONDUIT NO LESS THAN 36" DEEP.  
- ALL RESIDENTS THAT WILL BE AFFECTED BY THE PROPOSED WORK TO BE INFORMED BY THE CONTRACTOR PRIOR TO START OF CONSTRUCTION.  
- CONTRACTOR TO TUNNEL ALL TREES PER BUREAU OF FORESTRY GUIDELINES.  
- CONTRACTOR TO RESTORE ALL DISTURBED AREAS TO ORIGINAL OR BETTER CONDITION.  
- CONTRACTOR TO REMOVE ALL DEBRIS.  
- ALL BURIED FIBER OPTIC LINES WILL BE PLACED IN 2" PVC CONDUIT.

### PERMIT DESIGN SUMMARY:

PLACING NEW 2" AND 1.25" CONDUIT, PEDESTALS, AND FLOWPOT HANDHOLES THROUGHOUT THE WORK AREA.

**Charter**  
COMMUNICATIONS



PROJECT:	TE39E - SMITH COUNTY - Permit
ENGINEER:	KIMBERLY MATHIS
TELEPHONE:	489-794-3210
DATE:	07/01/2025
SHEET TITLE:	COVER SHEET

**APPLICATION FOR PERMIT FOR THE INSTALLATION  
PIPE AND/OR UTILITY LINES WITHIN A COUNTY MAINTAINED  
RIGHT OF WAY OR EASEMENT**  
Smith County Road & Bridge Department  
135 SSE Loop 323  
Tyler, Texas 75702

1. Applicant: Metronet	Date: 9/19/2025
Company Name (if different):	Phone: 812-916-1792
Address: 3701 Communications Way, Evansville IN	Fax:
47715	Zip:
24/7 Contact Name: TAYLOR SHELTON	Phone: 812.213.1311
Contractor: TBD	Phone: TBD
Bonding Company:	Phone:
2. Franchise Holder:	Phone:
3. Franchise Contact:	Phone:
4. Location (if applicable, length of installation in feet): CR 2188	

5. Type of work, location, and description of the proposed line and appurtenances is shown by 3 copies of drawings attached to this application. The line will be constructed and maintained on the County right-of-way as directed by the Road Administrator/Engineer in accordance with SMITH COUNTY specifications.

6. Describe all traffic controls or warning devices anticipated for this project:

Possible TCP's to be used are included with drawings. Contractor to provide more information prior to construction. (TYLR.07.002)

7. Proposed start date: 9/29/2025 Completion date: 3/30/2026

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19. Petrochemical or other hydrocarbon pipelines: Does this pipeline fall under the Texas Rail Road Commission (flowlines). Yes \_\_\_\_\_ No ☒

**20. Final Inspection: All permits must have a final inspection once work is complete. Please call (903)590-4801 to schedule a final inspection.**

Indemnification: By accepting this permit, the Applicant shall assume all risks and hazards incidental to its use of County right-of-way under this permit and hold harmless the County of SMITH, its officers, employees and agents from any claim arising out of applicants' performance under this permit.

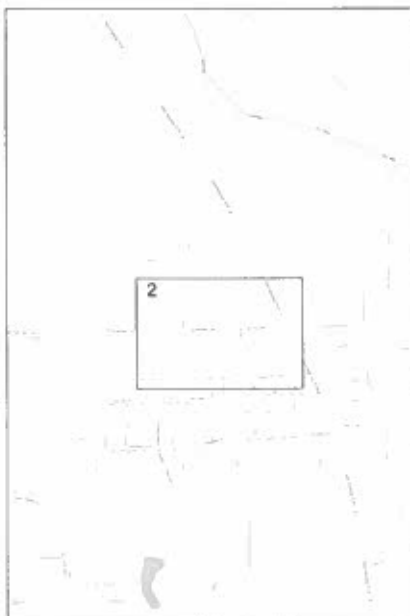
Applicants Signature: \_\_\_\_\_ Date: 9/15/2025

Approved:  \_\_\_\_\_  
Smith County Road Administrator/Engineer

**TYLR.07.002**  
**FTTH PROJECT**



ONE-CALL NOTIFICATION SYSTEM  
**CALL BEFORE YOU DIG!**  
 1-800-545-6005



**AREA MAP**

**SMITH COUNTY**  
**PERMIT**  
**DRAWINGS**

DATE: 9/15/2025

DRAWING INDEX	SHEET
COVER SHEET	01
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CONTACT INFORMATION	
PRIMARY CONTACT (NAME):	TAYLOR SHELTON
PHONE:	(812) 213-1311
EMAIL:	TAYLOR.SHELTON@METRONET.COM
ADDITIONAL CONTACT (NAME):	NICK WILLIAMS
PHONE:	(512) 328-2461
EMAIL:	NICK.WILLIAMS@WILCOMM.COM

PREPARED BY  
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 AUSTIN TX 78746  
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**VEXUS**  
 FIBER™





# APPLICATION FOR PERMIT FOR THE INSTALLATION PIPE AND/OR UTILITY LINES WITHIN A COUNTY MAINTAINED RIGHT OF WAY OR EASEMENT

Smith County Road & Bridge Department

P.O.Box 990

Tyler, Texas 75710

1. Applicant: Charter - Spectrum Date: 9/16/2025  
 Company Name (if different): \_\_\_\_\_ Phone: 469-503-6112  
 Address: 4520 Stonewall St. Fax: \_\_\_\_\_  
Greenville, Texas 75401 Zip: \_\_\_\_\_  
 24/7 Contact Name: Glenn Valentine Phone: \_\_\_\_\_  
 Contractor: Mastec North America - Juan Jaramillo Phone: (214) 500-7559  
 Bonding Company: \_\_\_\_\_ Phone: \_\_\_\_\_
2. Franchise Holder: Charter - Spectrum Phone: \_\_\_\_\_
3. Franchise Contact: Glenn Valentine Phone: 469-503-6112
4. Location (if applicable, length of installation in feet): Charter-Spectrum is proposing to install approx. 23,024' of underground conduits e/w fiber optic cable, and approx. 45 Vaults, 8 pedestals and attaching 8,812' of aerial fiber optic cable on existing poles within the ROW of CR 2134, CR 2137, CR 2138 CR 2139, CR 2140, CR 2141, CR 2175 & CR 2263.
5. Type of work, location, and description of the proposed line and appurtenances is shown by 3 copies of drawings attached to this application. The line will be constructed and maintained on the County right-of-way as directed by the Road Administrator/Engineer in accordance with SMITH COUNTY specifications.
6. Describe all traffic controls or warning devices anticipated for this project: \_\_\_\_\_  
 Traffic control plans to be used are the TxDOT Traffic Operations Division Standard: \_\_\_\_\_
- Traffic Control Plan One Lane Tow Way Traffic Control - TCP (1-2)18, Traffic Control Plan Conventional Road Shoulder Work - TCP (1-1)18, and Temporary Rumble Strips - WZ (RS)-22
7. Proposed start date: 11/1/25 Completion date: 11/1/26

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, hereby, to grant and right, claim, title, or easement in or upon this county road; and it is further understood that in the future should for any reason SMITH COUNTY should need to work, improve, relocate, widen, increase, add to or in any manner change the structure of this right-of-way, this line, if affected, will be moved under the direction of the SMITH COUNTY Road Administrator/Engineer and shall be relocated at the complete expense of the owner.

All work on the county right-of-way shall be performed in accordance with the Road Administrator/Engineer's instructions. The installation shall not damage any part of the road way.

Specific instructions and conditions are as follows:

1. All underground lines are to be installed a minimum of 36 inches below flow line of the adjacent drainage or borrow ditch.
2. All buried lines carrying an electrical current, or electronic or optical signal shall have yellow plastic tape at least two inches in width, buried a minimum of twelve inches above such lines.
3. Lines crossing under surfaced roads and under surfaced cross roads with in the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line.
4. All lines under roads carrying pressure in excess of 50psi shall be enclosed in satisfactory casing extending from right-of-way line to right-of-way line. Pipe used for casing may be any type approved by the Road Administrator and shall be capable of supporting the roadbed and traffic loads and shall be constructed such that there is no leakage through the casing, carrier pipe, joints or couplings. (Lines installed 48 inches or greater below flow line encasement is not required.)

5. No lines are to be installed under or within 50 ft. of either end of a bridge. No lines shall be placed in a culvert or within 10 ft. of the closest point of same.
6. Parallel lines will be installed as near the right-of-way as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and roadbed without special permission of the Road Administrator/Engineer.
7. Overhead lines will have a minimum clearance of 18 ft. above the road surface at point of crossing.
8. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a result of this installation will be borne by the owner of this line.
9. At least one half of the traveled portion of the road must be open to traffic at all times.
10. This permit is permissive, is subject to the public right of travel on and access to the right-of-way, and may not be assigned.
11. The applicant shall secure all other necessary or required permits, licenses, or approvals before starting work.
12. Signs and traffic controls shall comply with the current edition of the Manual on Uniform Traffic Control Devices, as approved by the Texas Department of Transportation.
13. All work shall conform to the design standards and specifications of the County.
14. Restoration of the right-of-way is required and shall be completed within 30 days of the completed work within the right-of-way.
15. Right-of-Way surfaces shall be cleaned before the end of each day's work. All catch basins, culverts or other improvements affected by any deposits of dirt, mud, rock, debris, or other material shall be cleaned daily or as specified by the County.
16. The applicant shall provide proof of Insurance.
17. The applicant shall be responsible for all utility locates.
18. All residents or businesses affected by any scheduled maintenance causing road closure, or interruption of any utility service shall be notified forty-eight (48) hours prior to any work. Emergency situations are exempt.
19. Petrochemical or other hydrocarbon pipelines: Does this pipeline fall under the Texas Rail Road Commission (flowlines). Yes \_\_\_\_\_ No \_\_\_\_\_

**20. Final Inspection: All permits must have a final inspection once work is complete. Please call (903)590-4801 to schedule a final inspection.**

Indemnification: By accepting this permit, the Applicant shall assume all risks and hazards incidental to its use of County right-of-way under this permit and hold harmless the County of SMITH, its officers, employees and agents from any claim arising out of applicants' performance under this permit.

Applicants Signature: Glenn Valentine Date: 9/16/25

Approved:   
Smith County Road Administrator/Engineer

- SHEET INDEX**
1. COVER SHEET
  2. LEGEND & SYMBOLS
  3. GENERAL NOTES
  4. TYPICAL CONSTRUCTION DETAILS
  5. TYPICAL CONSTRUCTION DETAILS CONT.
  - 6-21. SEE PLAN

# Spectrum

## RDOF\_TX\_CLUSTER\_2\_TBD\_TE38E (3810887)

### SMITH COUNTY

MAY 13, 2025

REVISION: SEPTEMBER 19, 2025

**PROJECT INFORMATION**

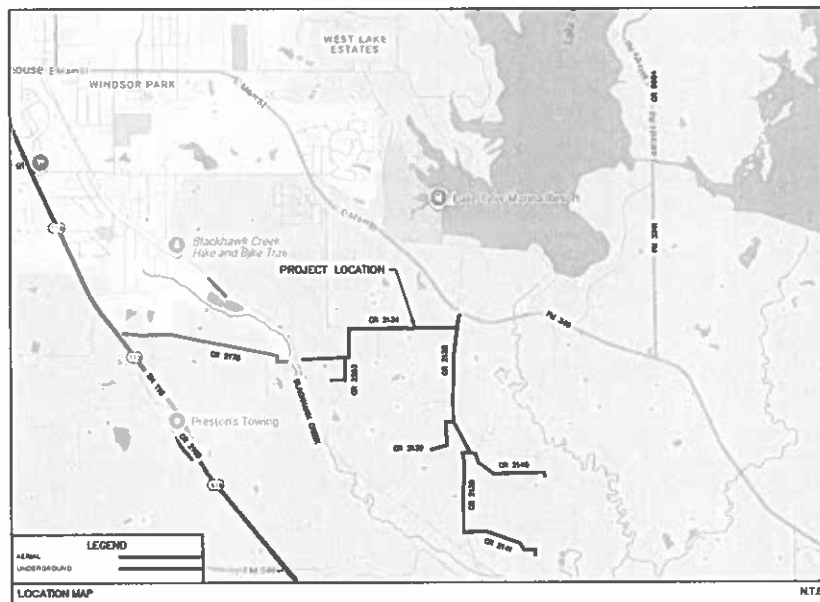
CONTACT: CHARTER-SPECTRUM  
 CONTACT: GLENN VALENTE  
 PHONE: (214) 505-7559  
 EMAIL: Glenn.Valente@charter.com

CONTACT:  
 THAMBA PROJECT MANAGER  
 LJA ENGINEERING, INC.  
 6000 N. CENTRAL EXPRESS, SUITE #50  
 DALLAS, TX 75208  
 TBA@LJA.COM  
 469-899-8143

**SCOPE OF WORK**

CHARTER COMMUNICATIONS PROPOSES TO INSTALL FIBER OPTIC CABLE ALONG CR 2175, CR 2303, CR 2134, CR 2136, CR 2138, CR 2140, CR 2141 & CR 2137.

DESCRIPTION	UNIT	QUANTITY
DIRECTIONAL BORE	LF	23024
TRENCH	LF	340
PULL EXISTING CONDUIT		
BORE PITS	EA	45
NEW VAULTS	EA	8
NEW PEDESTALS	EA	8
POWER SUPPLY	EA	
AERIAL RISER	EA	
NEW STRAND	LF	8852
ANCHORS	EA	
NEW POLES	EA	
EXISTING POLES	EA	
TOTAL PROJECT FOOTAGE	LF	32178



**SUBMITAL PREPARED BY**

**LJA**  
 LJA TELECOM

6000 N. Central Expressway, Suite 400  
 Dallas, TX 75208  
 469-899-8143  
 TBA@LJA.COM

CONTACT:  
 STUART CORRAL  
 PHONE:  
 (972) 435-4717

SUBMITTED FOR APPROVAL ON: 5/13/2025  
 SHEET OF 20/20

**NOTE**  
 THE EXIST-OF-USE / POLE LOCATIONS ON THESE PLANS  
 IS BASED ON PUBLICLY AVAILABLE INFORMATION  
 AND IS NOT GUARANTEED. THE CONTRACTOR  
 RESPONSIBILITY FOR ENSURING THAT ALL  
 FACILITIES ARE CONSTRUCTED WITHIN THE HOODS  
 IN A COMPLIANT MANNER. THE  
 CONTRACTOR SHALL VERIFY THE LOCATIONS AND  
 THE CORRAL AREA TO CONSTRUCTION OF THE  
 AND ANY OTHER INFORMATION. THE HOODS.

LOCATION OF EXISTING  
 UNDERGROUND AND OVERHEAD  
 UTILITIES AND APPROPRIATE  
 LOCATIONS SHALL BE  
 CONFIRMED FOR SPIN. IT IS THE  
 CONTRACTOR'S RESPONSIBILITY TO  
 VERIFY THE EXIST-OF-USE / POLE  
 LOCATIONS AND THE CORRAL AREA  
 TO CONSTRUCTION OF THE  
 AND ANY OTHER INFORMATION. THE HOODS.

**811**  
 Know what's below.  
 Call before you dig.

**16**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b>	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> Weekly	<b>Department:</b> Auditor
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
<b>Title:</b> Weekly Bill Pay	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input checked="" type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Consider and take necessary action to approve and/or ratify payment of accounts, bills, payroll, transfer of funds, amendments, and health claims.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>

Note: This is the only form required for agenda requests, with the exception of backup materials or attachments. This form should be completed and emailed to [Agenda@smith-county.com](mailto:Agenda@smith-county.com) and include any necessary attachments. **Deadline is Tuesday at 5:00pm a week before the next scheduled Commissioners Court meeting. Please make sure the requested agenda item has been proactively vetted with the appropriate reviewing individuals and obtained their signature as reviewed.** Regular Court Meetings are at 9:30am on Tuesdays each week.

**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

**17**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b>	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b>	<b>Department:</b> Sheriff Office
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
<b>Title:</b> Smith County Jail Update	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input checked="" type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input type="radio"/> Executive Session	
<b>Agenda Wording:</b> Receive report on status of Smith County jail operations, inmate population, employee overtime, and employee vacancies.	
<b>Background:</b> See attached.	
<b>Financial and Operational Impact:</b> NA	
<b>Attachments:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
<b>Name:</b>	<b>Email:</b>
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**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_



**18**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/30/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
<b>Title:</b> SC Health Plan Claims	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input checked="" type="radio"/> Executive Session	
<b>Agenda Wording:</b> SECTION 551.074 PERSONNEL MATTERS SECTION 551.071 CONSULTATION WITH ATTORNEY Deliberation and consultation with attorney regarding compliance and claims submitted under the Smith County Health Plan.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
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**SUBMIT**

Office Use Only  
Agenda Item # \_\_\_\_\_

**19**

**SMITH COUNTY COMMISSIONERS COURT  
AGENDA ITEM REQUEST FORM**

<b>Submission Date:</b> 9/30/2025	<b>Submitted by:</b> Jennafer Bell
<b>Meeting Date:</b> 10/7/2025	<b>Department:</b> Commissioners Court
<b>Item Requested is:</b> <input type="checkbox"/> For Action/Consideration <input checked="" type="checkbox"/> For Discussion/Report	
<b>Title:</b> Animal Control Position	
<b>Agenda Category:</b> <input type="radio"/> Briefing Session <input type="radio"/> Recurring Business <input type="radio"/> Court Orders <input type="radio"/> Resolution <input type="radio"/> Presentation <input checked="" type="radio"/> Executive Session	
<b>Agenda Wording:</b> SECTION 551.074 PERSONNEL MATTERS SECTION 551.071 CONSULTATION WITH ATTORNEY Deliberation and consultation regarding the qualifications, responsibilities, and salary of the Smith County Animal Control and Shelter Supervisor Position.	
<b>Background:</b>	
<b>Financial and Operational Impact:</b>	
<b>Attachments:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	<b>Is a Budget Amendment Necessary?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Does Document Require Signature?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<b>Return Signed Documents to the following:</b>	
<b>Name:</b>	<b>Email:</b>
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