COMMISSIONERS COURT AGENDA
Tuesday, October 27, 2026
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

Phone: (903) 590-4605 Fax: (903) 590-4615

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 27, 2026**, 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).

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:

PRESENTATION

1. Presentation of employee recognition, longevity certificates, and service pins.

COURT ORDERS

COMMISSIONERS COURT

2. 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, 2027, and authorize the county judge to sign all related documentation.

3. Consider and take necessary action regarding the appointment, employment, and duties of the Smith County Budget Officer.

4. Consider and take necessary action to approve the following $120,000, 12-month term Indigent Defense Contracts for the 321st Judicial and 114th District Courts, pursuant to the Texas Code of Criminal Procedure, Article 26.04:

   a. James Andrew Carter – 321st,
   b. Carey-Elisa Christie – 321st,
   c. Donald Davidson – 321st,
   d. Reann E. Stewart – 321st, and
   e. Mishae Boren – 114th (Amended).

PURCHASING

5. Consider and take necessary action to authorize the Purchasing Department to advertise, solicit, and receive sealed proposals for RFP-01-27 Smith County Vending Services.

241ST DISTRICT COURT

6. Consider and take necessary action to direct the County Auditor and Human Resources Department to process the addition of a temporary part-time position for the 241st District Court.

AUDITOR'S OFFICE

7. Consider and take necessary action to amend the adopted FY27 pay scale salary range for the recently approved Public Information Officer position.

RECURRING BUSINESS

ROAD AND BRIDGE

8. Consider and take necessary action to authorize the county judge to sign the Final Plat for the Viticus Capital LLC Subdivision, Precinct 2.

9. Receive pipe and/or utility line installation request (notice only):

   a. County Road 429, CenterPoint Energy Gas, install gas line for service, Precinct 4,
   b. County Road 1148, CenterPoint Energy, install gas line for service, Precinct 4,
   c. County Road 498, 497, 4101 and 4102, Oncor Electric, install and replace power poles, Precinct 3, and
   d. County Road 1102, Entrust Solutions, install fiber optic cable and new pedestals, Precinct 4.

TREASURER'S OFFICE

10. Consider and take necessary action to accept the Treasurer's September monthly report as received.

COMMISSIONERS COURT

11. Consider and take necessary action regarding monthly FY 2028 budget preparation, including vacancy reports, expenditure trends, fleet and capital planning, and related policy or process items.

AUDITOR'S OFFICE

12. Receive County Auditor's Report and Executive Summary for September 2026.

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

EXECUTIVE SESSION: For purposes permitted by Texas Government Code, Chapter 551, entitled Open Meetings, Sections 55 l.071, 55 l.072, 551.073, 551.074, 551.0745, 551.075, 551.076, and 551.0761. 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.

ADJOURN

SMITH COUNTY COURTHOUSE ANNEX ACCESSIBILTY 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: 10-21-2026 Time: 10:00 am

Neal Franklin

NEAL FRANKLIN, COUNTY JUDGE

Posted By: Jennafer Bell

1

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date:	**Submitted by:** Esmeralda Corona
Meeting Date:	**Department:** Personnel

Item Requested is: ☐ **For Action/Consideration** ☑ **For Discussion/Report**

Title: Personnel Service Recognition

Agenda Category:
- ○ **Briefing Session**
- ○ **Court Orders**
- ◉ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Presentation of employee recognition, longevity certificates, and service pins.

Background:

Financial and Operational Impact:

Attachments: **Yes** ☑ **No** ☐	**Is a Budget Amendment Necessary?** **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☐ **No** ☑

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

The following employees will be celebrating service milestones this month. Thank you for your service and dedication to the citizens of Smith County and congratulations on your milestones.

October 2026 Service Milestones:

42 Years of Total Service (20 Yrs. Current + 22 Yrs. Prior)

- **Mark Jackson** — R & B Department

29 Years of Total Service (5 Yrs. Current + 24 Yrs. Prior)

- **Rosiland Young** — Human Resources

25 Years of Service

- **Sherman Dollison** — Sheriff's Office

20 Years of Service

- **Atonia Rawlings** — Treasurer's Office

17 Years of Total Service (15 Yrs. Current + 2 Yrs. Prior)

- **Katrina Kam** — Justice of the Peace, Pct. 3

15 Years of Service

- **Dianna Cunningham** — CSCD

10 Years of Service

- **Dawn Mantooth-Richey** — Juvenile Services
- **Christina Torres** — Juvenile Services
- **Margaret Will** — Juvenile Services
- **Halie Gray** — CSCD
- **Shaira Gutierrez** — CSCD
- **Jason Cole** — Sheriff's Office
- **John Partlow** — Sheriff's Office
- **Kevin Miles** — R & B Department
- **Brandi Williams** — District Attorney's Office

5 Years of Service

- **Adam Colby** — Financial Crime
- **Jefferson Roberts** — Financial Crime
- **Donald Rutledge** — Financial Crime
- **Brent Eddins** — Juvenile Services
- **Christopher Miller** — District Attorney's Office
- **Tre Kobe Washington** — Sheriff's Office
- **Christy Salinas** — Sheriff's Office
- **Daniel Boston** — Sheriff's Office
- **Ismael Lewis** — Sheriff's Office
- **Brandon Malone** — Sheriff's Office

If you would like to be recognized in **Commissioners Court**, we will have our recognitions on **Tuesday, October 27, 2026** at **9:30 am.** Please contact your supervisor or the HR office to make arrangements.

15 Years of Service

Awarded to:

Dianna Cunningham

for your loyal dedication

and unwavering commitment to achieving our goals.

Thank you for your hard work and for making Smith County stand above the rest.

County Judge

CSCD Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

15 Years of Service

Awarded to:

Katrina Kam

for your loyal dedication

and unwavering commitment to achieving our goals.

Thank you for your hard work and for making Smith County stand above the rest.

County Judge

Justice of the Peace, Pct. 3

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Dawn Mantooth-Richey

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

Juvenile Services Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Christina Torres

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

Juvenile Services Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Margaret Will

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

Juvenile Services Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Halie Gray

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

CSCD Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Shaira Gutierrez

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

ESCD Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Jason Cole

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

John Partlow

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Kevin Miles

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

County Engineer

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

10 Years of Service

Awarded to:

Brandi Williams

for being such a valuable member of our team.

Thank you for your dedicated service to Smith County.

County Judge

District Attorney

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Rosiland Young

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

Human Resources Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Adam Colby

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Jefferson Roberts

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

Financial Crime Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Donald Rutledge

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

Financial Crime Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Brent Eddins

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

Juvenile Services Director

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Christopher Miller

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

District Attorney

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Tre Kobe Washington

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Christy Salinas

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Daniel Boston

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Ismael Lewis

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

5 Years of Service

Awarded to:

Brandon Malone

for loyal dedication and commitment to service over the past 5 years.

Thank you for your contributions to Smith County.

County Judge

County Sheriff

Commissioner, Precinct 1

Commissioner, Precinct 2

Commissioner, Precinct 3

Commissioner, Precinct 4

"Striving for Excellence"

October 2026

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SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/5/2026	**Submitted by:** Jennafer Bell
Meeting Date: 10/27/2026	**Department:** Commissioners Court

Item Requested is: ☐ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Board Appointment - Smith County 9-1-1 Communications District Board

Agenda Category:
- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: 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, 2027, and authorize the county judge to sign all related documentation.

Background: The position up for reappointment is held by Mr. Jerry Shamburger who has indicated that he would be interested in continuing to serve.

Financial and Operational Impact: NA

Attachments: **Yes** ☑ **No** ☐	**Is a Budget Amendment Necessary?** **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☑ **No** ☐

Return Signed Documents to the following:

Name: Bill Morales	**Email:** bmorales@911district.com
Name: J Bell	**Email:** jbell2@smith-county.com
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

SC 911
EMERGENCY
COMMUNICATIONS DISTRICT
SMITH COUNTY, TEXAS

October 5, 2026

Jennafer Bell
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, 2026. This appointment is currently held by Mr. Jerry Shamburger. This letter's purpose is to ask the County for the reappointment of Mr. Shamburger, or the nomination of a new appointee. Mr. Shamburger 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

a. Two (2) members representing the county, appointed by the Commissioners court of the county.
b. 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).
c. One member appointed Jointly by the Volunteer Fire Departments operating wholly or partly in the district
d. 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 20, 2026. 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

205 Shelley Dr. • Tyler, Texas 75701 • Phone (903) 566-8911 • Fax: (903) 561-3329

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:

NAME	OFFICE	APPOINTED BY	TERM EXPIRATION
Gene Cottle	Chairman	Cities	12/31/26
Jerry Shamburger	Vice-Chairman	County	12/31/26
Ron Shaffer	Secretary/Treasurer	Cities	12/31/27
Johnny Brown		VFDs	12/31/27
Bobby Garmon		County	12/31/27
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, 2027.

WITNESS OUR HANDS THIS 27th day of October, A.D. 2026.

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

3

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/20/2026	**Submitted by:** J Bell
Meeting Date: 10/27/2026	**Department:** Commissioners Court

Item Requested is: ☑ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Smith County Budget Officer Position

Agenda Category:
- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action regarding the appointment, employment, and duties of the Smith County Budget Officer.

Background: Announcing candidate for the Budget Officer Position.

Financial and Operational Impact:

Attachments: Yes ☐ No ☑	**Is a Budget Amendment Necessary?** Yes ☐ No ☑

Does Document Require Signature? Yes ☐ No ☑

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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Office Use Only
Agenda Item # _____

SUBMIT

4

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/20/2026	**Submitted by:** R McCord for T Wilson
Meeting Date: 10/27/2026	**Department:** Commissioners Court

Item Requested is: ☑ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Indigent Defense Contracts

Agenda Category:
- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action to approve the following $120,000, 12-month term Indigent Defense Contracts for the 321st Judicial and 114th District Courts, pursuant to the Texas Code of Criminal Procedure, Article 26.04:

Background:
a. James Andrew Carter 321st,
b. Carey-Elisa Christie 321st,
c. Donald Davidson – 321st,
d. Reann E. Stewart – 321st, and
e. Mishae Boren – 114th (Amended).

Financial and Operational Impact: 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.

Attachments: **Yes** ☑ **No** ☐	**Is a Budget Amendment Necessary?** **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☑ **No** ☐

Return Signed Documents to the following:	
Name: T Wilson	**Email:** twilson@smith-county.com
Name: R McCord	**Email:** rmccord@smith-county.com
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

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 321st 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 321st 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 James Andrew Carter.

5. Term. The term of this contract shall be for twelve months beginning on October 1, 2026, and ending on September 30, 2027, 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 and quality representation to assigned litigants;

d. 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.

Robert H. Wilson 10/20/2026

Honorable Judge Robert Wilson Date

Honorable Judge Neal Franklin Date

[Attorney] September 18, 2026
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 321st 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 321st 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 Carey-Elisa Christie

5. Term. The term of this contract shall be for twelve months beginning on October 1, 2026, and ending on September 30, 2027, 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 and quality representation to assigned litigants;

d. 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.

Robert K. Wilson 10/20/2026

Honorable Judge Robert Wilson Date

Honorable Judge Neal Franklin Date

Carey-Elisa Christie 9/17/2026

[Attorney] 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 321st 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 321st 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_Donald Davidson.

5. Term. The term of this contract shall be for twelve months beginning on October 1, 2026, and ending on September 30, 2027, 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 and quality representation to assigned litigants;

d. 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.

Robert H. Wilson 10/20/2026

Honorable Judge Robert Wilson Date

Honorable Judge Neal Franklin Date

Donald Davidson 9/20/24
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 321st 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 321st 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 Reann E. Stewart.

5. Term. The term of this contract shall be for twelve months beginning on October 1, 2026, and ending on September 30, 2027, 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 and quality representation to assigned litigants;
d. 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:

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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.

Robert A. Wilson 10/20/2026

Honorable Judge Robert Wilson Date

Honorable Judge Neal Franklin Date

Reann Stewart 09/18/2026

Reann E. Stewart Date

AMENDED 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 114th 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 it's duly elected County Judge and Commissioners Court.

4. Attorney shall mean Mishae Boren.

5. Term. The term of this contract shall be for twelve months beginning on October 1, 2026, and ending on September 30, 2027, 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 Reeve Jackson — Date

Honorable Judge Neal Franklin — Date

Mishae Boren — 10/20/24 — Date

5

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/19/2026	**Submitted by:** Christina Haney
Meeting Date: 10/27/2026	**Department:** Purchasing

Item Requested is: ☑ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Advertise, Solicit, and Receive Sealed RFP's

Agenda Category:
- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action to authorize the Purchasing Department to advertise, solicit, and receive sealed proposals for RFP-01-27 Smith County Vending Services.

Background:

Financial and Operational Impact:

Attachments: **Yes** ☐ **No** ☑

Is a Budget Amendment Necessary? **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☐ **No** ☑

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

6

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/20/2026	**Submitted by:** Timothy Hollis
Meeting Date: 10/27/2026	**Department:** 241st District Court

Item Requested is: ■ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Request for Temporary Part-Time Position

Agenda Category:

- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ☐ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action to direct the County Auditor and Human Resources Department to process the addition of a temporary part-time position for the 241st District Court.

Background: "Our criminal court coordinator will be out for over two weeks in November for medical reasons (surgery and recovery). We had requested to have part-time temporary help for approximately 4 days while she is out to help with the workload and dockets for felony criminal cases. This essentially would amount to approximately 30 hours, possibly less."-- Judge Gunter 241st District Court.

Financial and Operational Impact: Approximate Cost of $1,061 using current Court Coordinator's hourly rate plus applicable fringe benefits. The current buffer built into the salary budget to cover possible overages due to unforeseen increases is $5,280. The only budget transfer needed is to move the necessary funds into the P/T account, 10.437.4100.108.

Attachments: **Yes** ■ **No** ☐

Is a Budget Amendment Necessary? **Yes** ■ **No** ☐

Does Document Require Signature? **Yes** ■ **No** ☐

Return Signed Documents to the following:

Name: Timothy Hollis	**Email:** thollis@smith-county.com
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

From: Judge Debby Gunter <DGunter@smith-county.com>
Sent: Tuesday, October 6, 2026 5:40 PM
To: Timothy Hollis <thollis@smith-county.com>
Subject: 241st Request for Temporary Assistance in November

Timothy,

I hope you are doing well. Please see the emails below. Our criminal court coordinator will be out for over two weeks in November for medical reasons (surgery and recovery). We had requested to have part-time temporary help for approximately 4 days while she is out to help with the workload and dockets for felony criminal cases. This essentially would amount to approximately 30 hours, possibly less. [redacted] is a coordinator that has worked for the 241st in the past and has recently worked over the past year on an hourly basis (when needed) for the County Court at Law Number 2 while one of her court coordinators was out due to a medical issue/treatment. Please let me know who I should speak with in your office on this issue. I would think there is a way to do this especially with our budget and the fact that we regularly come in $10,000+ under budget each year.

Thank you,
Debby

From: Ashleigh Briggs <ABriggs@smith-county.com>
Sent: Tuesday, October 6, 2026 8:58 AM
To: Michelle Glidden <MGlidden@smith-county.com>
Subject: RE: Part-Time Question

Good morning Michelle!

After speaking to Auditors office, they advised that the department does not have available funds to bring [redacted] back.

Thank you,

Ashleigh Briggs

HR Specialist
Smith County Human Resources
903-266-4334 (Office)
903-590-4640 (Fax)

Feeling under the weather? Stay healthy with Lyric! $0 Copay and availability 24/7 from anywhere.

From: Michelle Glidden <MGlidden@smith-county.com>

Sent: Friday, October 2, 2026 12:35 PM
To: Ashleigh Briggs <ABriggs@smith-county.com>
Subject: Part-Time Question

Good afternoon Ashleigh,

[redacted] will be out for a couple of weeks in November for surgery/recovery. We are curious to know if there is a chance we could possibly get [redacted] in to cover a probably four days to assist with our criminal dockets. What would that require on the Courts part if it is possible?

Dates he most likely will be needed would be November 12, 13, 19, 20.

Kindest regards,

[redacted]

MICHELLE GLIDDEN
Court Administrator/Civil Coordinator
Certified Court Manager
241st Judicial District Court
100 North Broadway, Room 114
Tyler, Texas 75702
903.590.1793
www.smith-county.com

Confidentiality Note: This email and any attachment to it is confidential and protected by law and intended for the use of the individual(s) or entity named on the email. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination or distribution of this communication is prohibited. If you have received this communication in error, please notify the sender via return email and delete it completely from your email system. If you have printed a copy of the email, please destroy it immediately.

Expenditures

Full Account	Fund #	Org. #	Cat. #	EXPENDITURES	Acct. #	FY 24 Actual	FY 25 Actual	FY 26 Projected	FY 27 Adopted	Comments
	10	437		241ST DISTRICT COURT						
			4100	***Salary***						
[redacted]		437		Salary & Wages F/T	100	241,680.94	247,649.72	261,434.00	272,200.00	
		437		Salary - Supplement	102	-	-	-	4,800.00	
		437		Salary-Longevity	113	480.00	480.00	480.00	480.00	
			4200	***Fringe Benefits***						
		437		F.I.C.A.	201	17,719.55	18,448.95	20,000.00	20,824.00	
		437		Insurance	202	27,543.00	31,143.00	34,763.00	34,763.00	
		437		Retirement	203	27,625.45	27,702.44	28,470.00	29,642.00	
		437		Workers Compensation	204	269.44	326.40	345.00	360.00	
		437		Unemployment Insurance	205	214.91	211.81	131.00	136.00	
			4300	***Operating Expenses***						
		437		Office Supplies	310	4,304.08	2,916.70	4,500.00	4,500.00	
		437		Books & Subscriptions	313	622.00	1,942.88	2,500.00	2,500.00	
			4400	***Operating Expenses***						
		437		Membership Dues	414	520.00	548.00	750.00	750.00	
		437		Postage	421	460.11	368.21	800.00	800.00	
		437		Miscellaneous Repairs	457	-	-	100.00	100.00	
		437		Miscellaneous Equipment	480	744.85	379.99	500.00	6,500.00	
			4500	***Operating Expenses***						
		437		Copy Machine Lease	540	1,817.49	1,958.76	1,959.00	1,959.00	
			4600	***Operating Expenses***						
		437		Training Expenses	632	1,660.21	1,120.00	4,000.00	4,000.00	
		437		Insurance	669	2,212.13	2,212.13	2,300.00	2,300.00	
		437		Legal Subscriptions	675	1,991.41	2,517.69	2,300.00	2,300.00	
			4700	***Criminal Justice Expenses***						
		437		Judicial Administrative Fe	702	5,379.92	5,379.92	6,197.00	6,430.00	
		437		Substitute Court Reporters	788	-	-	3,000.00	3,000.00	
		437		Grand Jurors	794	1,481.12	2,347.16	3,000.00	3,000.00	
		437		Jury Expense	796	567.60	515.81	2,000.00	2,000.00	
				Direct Expense		**337,294.21**	**348,169.57**	**379,529.00**	**403,344.00**	
				Totals By Category:						
				Total Salaries		242,160.94	248,129.72	261,914.00	277,480.00	
				Total Fringe Benefits		73,372.35	77,832.60	83,709.00	85,725.00	
				Total Operating Expenses		21,760.92	22,207.25	33,906.00	40,139.00	
				Total Capital Outlay		-	-	-	-	
				Departmental Total		**337,294.21**	**348,169.57**	**379,529.00**	**403,344.00**	

Period Ending | **Working Copy- Updated to Reflect BOY FY27** | 10.437 241st DISTRICT COURT | 1,042 - 199

Class	Date of Employment	Date of Transfer	Position	Pay Scale	Pay Range	Pay Step	Position #	Full Time Base Salary	DJ - Judicial Supplement	LG - Longevity	LA - Local Administrative Judge Staff	Annual Salary	Base Hourly Rate
Excluded	2/12/2026		Court Reporter	CO	600	1	1	$ 107,575				$ 107,575	$ 51.72
Excluded	1/2/2023	9/5/2023	Court Administrator I (0-5 yrs)	CO	610	2	2	$ 65,551			4,766	$ 70,317	$ 31.51
Excluded	9/5/2023		Court Coordinator III (10+ yrs)	CO	616	2	3	$ 68,308				$ 68,308	$ 32.84
	1/1/2023		Judicial Supplement						25,000			$ 25,000	
			Visiting Judges					$ 1,000				$ 1,000	
10.437 241st DISTRICT COURT TOTALS								$ 242,434	$ 25,000	$ -	$ 4,766	$ 272,200	

Total Budget- Adopted	**$ 277,480**
Salary Buffer	**$ 5,280**

Smith County
Fund
FY27 Budget Transfer

DEPARTMENT:

10.437 - 241st District Court

From:

Account Name	Account Number	Amount
Salary & Wages F/T	10.437.4100.100	$1,061.00
	Total	$1,061.00

To:

Account Name	Account Number	Amount
Salary- Extra or Temporary Help	10.437.4100.108	$1,061.00
	Total	$1,061.00

BRIEF EXPLANATION FOR REQUEST:

Temporary P/T funding to cover the duties of a F/T employee's upcoming leave.

Department Head:
Date: _____

Commissioners Court Approval:
Date: _____

_____

Budget Setup:
Date:

Tim Hollis
_____
Timothy Hollis, County Auditors Office

_____
Judge Neal Franklin

7

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/20/2026	**Submitted by:** Timothy Hollis
Meeting Date: 10/27/2026	**Department:** Auditor's Office

Item Requested is: ■ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Consider Pay Scale Update for Public Information Officer Position

Agenda Category:

- ○ **Briefing Session**
- ● **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ☐ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action to amend the Adopted FY27 Pay Scale salary range for the recently approved Public Information Officer position.

Background: Request to update the FY27 Pay Scale to reflect the intent of the Commissioners Court regarding the salary range for newly authorized Public Information Officer position for FY27.

Financial and Operational Impact: Total estimated budgetary impact for FY27 of an approximate $30,000.00 increase, inclusive of fringe benefits.

Attachments: **Yes** ■ **No** ☐

Is a Budget Amendment Necessary? **Yes** ☐ **No** ■

Does Document Require Signature? **Yes** ■ **No** ☐

Return Signed Documents to the following:

Name: Timothy Hollis	**Email:** thollis@smith-county.com
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

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Agenda Item # _____

SUBMIT

Smith County Salary Plan - Adopted FY27
Law Enforcement (Deputy) Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Adopted Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	
Public Information Officer	LE	910	$ 93,000	$ 94,000	$ 95,500	modification requested 10/20/2026

Period Ending October 3, 2026 — 10.560 SHERIFF

[redacted]

Class	Employee's First Name	Employee's Last Name	Date of Employment	Date of Transfer	Position	Pay Scale	Pay Range	Pay Step	Position #	Full Time Base Salary	LG - Longevity	BI - Bilingual	K9 - K9 Handler	FT - Field Training Officer	HG - Honor Guard	IN - Instructor SO	SW - SWAT Team	FI - Federal Inmate Stipend Funds	GF - SB22 Grant Funds	Annual Salary
Non Exempt					Deputy I (0-3 years) Basic	LE	200	3	131	$ 61,557										$ 61,557
Non Exempt					Deputy I (0-3 years) Basic	LE	200	3	132	$ 61,557										$ 61,557
Non Exempt					Deputy I (0-3 years) Basic	LE	200	3	133	$ 61,557										$ 61,557
Non Exempt					(Technology Manager won't be added until 10/4 with the FY27 pay scales)	LE	920	3	134											$ -
Non Exempt					Public Information Officer	LE	910	1	135	$ 68,186										$ 68,186

[redacted]

New Employee/Employee Change Form

Date: 10/20/2026 Department: Sheriff's Office
Employee Name: TBD S.S. #: TBD
Employee Number: TBD Position #: ________
Effective Date: 10/4/2026 Employment Date: TBD

<><><><><><><><><><><><><><><><><><><><><><><><><><><><><><><>

Salary Department Changes

☐ New Hire ☐ Transfer ☑ Position Change ☐ Salary Change ☐ Other

New Hire or Current Status

Department Name ________
Range ________ Grade/Step ________
Position Number ________
Annual Salary ________
Hourly Rate ________
Replacing what employee: ________
Longevity Pay # of years ____
Longevity Pay ________
Telephone Ext. ________

Transfer or change to the following:

Department Name: Sheriff's Department
Range: LE 910 Grade/Step: 1
Position Number: 135
Annual Salary: $93,000.00
Hourly Rate: $44.71

Annual Salary: $93,000.00
Total Salary: $93,000.00
New Telephone Ext. ________

<><><><><><><><><><><><><><><><><><><><><><><><><><><><><><><>

Termination Information

Last actual day of work: ________
Please check appropriate reason for termination:

☐ Resignation ☐ Retirement ☐ Discharge ☐ Death
☐ Lay-Off ☐ Disability ☐ Inability to perform duties

Please verify all eligibility for leave time compensation with the payroll office before submitting this form. List additional compensation due to the employee on their final check (list number of hours due, and other dollar amount).

________ Comp Time ________ Partial Pay ________ Vacation
________ Other

*** Notice of Employee Separation must be completed and faxed to Human Resources for all terminations.***

<><><><><><><><><><><><><><><><><><><><><><><><><><><><><><><>

Other Employee Change Information

Please check appropriate reason and list start and end dates:

☐ Administrative Leave ☐ Family Medical Leave Act ☐ Sick Pool
☐ Workers Comp ☐ Military Leave

Start Date: ________ End Date: ________

FML notification form and certification of Physician must be completed and faxed to Human Resources.

Remarks:

Update to Public Information Officer Salary Range (LE 910) requested in order to reflect the original intent of the Commissioners Court when the position was approved in the budget process.

Authorized by:

Original copy to Human Resources Department
Original copy to Auditors Office for all/any Salary Changes.

____
Neal Franklin, Smith County Judge

____
Date

Outlook

RE: Proposed Salary Scale for FY27

From Misty Green <MGreen@smith-county.com>
Date Tue 9/15/2026 9:12 AM
To Timothy Hollis <thollis@smith-county.com>; Rachel McCord <RMcCord@smith-county.com>; Jennafer Bell <JMacMillan@smith-county.com>
Cc Esmeralda Corona <EDelmas@smith-county.com>

1 attachment (778 KB)
Salary Plan -Proposed FY27.pdf;

Please use this copy of the proposed salary plan for FY27. The one sent earlier this morning was not the final copy.

Thank you,

Misty Green
Payroll Supervisor
Smith County Auditor's Office
200 E. Ferguson, Ste. 407
Tyler, TX 75702
(903) 590-4703 Office
(903) 590-4716 Fax

From: Timothy Hollis <thollis@smith-county.com>
Sent: Tuesday, September 15, 2026 7:19 AM
To: Rachel McCord <RMcCord@smith-county.com>; Jennafer Bell <JMacMillan@smith-county.com>
Cc: Esmeralda Corona <EDelmas@smith-county.com>; Misty Green <MGreen@smith-county.com>
Subject: Proposed Salary Scale for FY27

Good morning,

Please see attached for the Proposed FY27 Salary Plan. I apologize, but I realized that I didn't forward it over yesterday after Misty and Esmeralda had a chance to do a final check. If the Court needs to make an update, a revised version can be passed.

Thanks,

Timothy Hollis
County Auditor | *Smith County*
O: 903-590-4705
C: 903-941-5822
E: thollis@smith-county.com

Smith County Salary Plan - Proposed FY27
County Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3
Elected Officials					
County Judge	CO	100	$ 126,747		
Commissioner	CO	105	$ 71,949		
County Clerk	CO	110	$ 100,194		
District Clerk	CO	115	$ 100,194		
Tax Assessor/Collector	CO	120	$ 108,929		
Sheriff	CO	125	$ 127,546		
Treasurer	CO	130	$ 97,911		
Justice of the Peace	CO	135	$ 94,249		
Constable	CO	140	$ 92,032		
County Court at Law Judge (0-4 yrs)	CO	141	$ 199,000		
County Court at Law Judge (4-8 yrs)	CO	142	$ 216,500		
County Court at Law Judge (8+ yrs)	CO	143	$ 234,000		
Managers: *					
Facilities Services Director	CO	225	$ 101,212	$ 106,688	$ 112,319
Chief Technical Officer	CO	215	$ 128,490	$ 138,466	$ 145,691
County Engineer	CO	251	$ 118,063	$ 131,048	$ 142,311
Records Manager	CO	200	$ 59,528	$ 65,143	$ 69,192
Veterans Services Officer	CO	205	$ 79,064	$ 85,223	$ 90,328
Elections Administrator	CO	210	$ 92,789	$ 98,842	$ 104,895
Law Librarian	CO	220	$ 62,473	$ 68,376	$ 72,632
Chief Human Resources Officer	CO	230	$ 104,895	$ 113,368	$ 121,842
Compliance Officer	CO	231	$ 67,368	$ 73,421	$ 79,474
Director of Communications	CO	232	$ 67,368	$ 73,421	$ 79,474
Pre-Trial Services/Criminal Justice Coordinator	CO	245	$ 72,251	$ 78,972	$ 83,818
Purchasing Director	CO	240	$ 101,868	$ 110,947	$ 120,026
Fleet Administrator	CO	241	$ 84,181	$ 93,030	$ 103,145
Animal Control Supervisor	CO	242	$ 75,330	$ 76,330	$ 77,830
Court Administration Officer	CO	246	$ 90,683	$ 95,117	$ 99,773
County/District/Tax Office/JP/Records/Elections/General					
Chief Deputy - Tax Office	CO	300	$ 75,265	$ 78,929	$ 82,775
Asst. Chief Deputy - Tax Office	CO	301	$ 68,288	$ 71,601	$ 75,082
Chief Deputy - County/District Clerk	CO	305	$ 70,803	$ 74,243	$ 77,855
Asst. Chief Deputy - County/District Clerk/Auto Registration	CO	310	$ 60,158	$ 63,066	$ 66,120
~~Chief Deputy - JP (20+ yrs)~~	~~CO~~	~~315~~			
~~Chief Deputy - JP (0-20 yrs)~~	~~CO~~	~~320~~			
Supervisor - Tax/Auto Registration/Dealer	CO	321	$ 51,916	$ 54,412	$ 57,033
Jury Coordinator (10+ yrs)	CO	322	$ 56,079	$ 58,783	$ 61,622
Jury Coordinator (5-10 yrs)	CO	323	$ 52,541	$ 55,068	$ 57,722
Jury Coordinator (0-5 yrs)	CO	324	$ 45,949	$ 48,146	$ 50,454
Equipment Deputy Clerk III (10+ yrs)	CO	345	$ 55,748	$ 58,436	$ 61,257
Equipment Deputy Clerk II (5-10 yrs)	CO	350	$ 52,232	$ 54,744	$ 57,381
Equipment Deputy Clerk I (0-5 yrs)	CO	355	$ 45,680	$ 47,864	$ 50,157
Deputy Clerk III (10+ yrs)	CO	325	$ 50,259	$ 52,672	$ 55,206
Deputy Clerk II (5-10 yrs)	CO	330	$ 46,987	$ 49,236	$ 51,598
Deputy Clerk I (0-5 yrs.)	CO	335	$ 40,949	$ 42,897	$ 44,942
County Budget Officer	CO	430	$ 95,117	$ 102,101	$ 109,085
Emergency Management Coordinator	CO	431	$ 86,249	$ 90,683	$ 95,117
Community Engagement Liaison	CO	439	$ 55,000	$ 60,000	$ 65,000
Human Resources Coordinator	CO	432	$ 64,289	$ 67,404	$ 70,674
HR Specialist I (0-5 yrs)	CO	433	$ 50,421	$ 56,474	$ 62,526
HR Specialist II (5+ yrs)	CO	434	$ 63,234	$ 65,345	$ 67,457
Chief Deputy Elections Administrator	CO	436	$ 59,657	$ 65,286	$ 69,343
Accounting Supervisor	CO	438	$ 63,434	$ 65,277	$ 67,175
Accountant/Bookkeeper I (10+ yrs)	CO	435	$ 59,176	$ 62,036	$ 65,037
Accountant/Bookkeeper I (5-10 yrs)	CO	440	$ 54,412	$ 57,033	$ 59,784
Accountant/Bookkeper I (1-5 yrs)	CO	445	$ 48,135	$ 50,441	$ 52,863
Accountant/Bookkeper I (0-1 yrs)	CO	446	$ 44,439	$ 46,562	$ 48,790
Courts (District, CCAL & Probate)					
Court Reporter	CO	600	$ 107,575	$ -	$ -
Interpreter	CO	601	$ 78,079	$ 84,131	$ 90,184

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

Smith County Salary Plan - Proposed FY27
County Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3
Court Administrator III (10+ yrs)	CO	606	$ 72,938	$ 76,485	$ 80,210
Court Administrator II (5-10 yrs)	CO	605	$ 69,561	$ 72,938	$ 76,485
Court Administrator I (0-5 yrs)	CO	610	$ 62,525	$ 65,551	$ 68,729
Court Coordinator III (10+ yrs)	CO	616	$ 65,150	$ 68,308	$ 71,624
Court Coordinator II (5-10 yrs)	CO	615	$ 62,143	$ 65,150	$ 68,307
Court Coordinator I (0-5 yrs)	CO	620	$ 54,185	$ 56,794	$ 59,534
Probate Investigator	CO	625	$ 54,185	$ 56,794	$ 59,534
Veterans Advocate I (0-1 yr)	CO	630	$ 46,827	$ 49,068	$ 51,309
Veterans Advocate II (1-5 yrs with accreditation)	CO	631	$ 49,141	$ 51,498	$ 53,854
Veterans Advocate III (5+ yrs with accreditation)	CO	632	$ 51,469	$ 53,942	$ 56,415
Executive Assistant (0-5 yrs)	CO	700	$ 61,643	$ 64,625	$ 67,756
Executive Assistant (5-10 yrs)	CO	725	$ 67,756	$ 71,044	$ 74,497
Executive Assistant (10+ yrs)	CO	726	$ 71,044	$ 74,497	$ 78,121
Public Information Officer	CO	703	$ 59,392	$ 62,571	$ 65,841
Administrative Assistant (0-5 yrs)	CO	705	$ 44,187	$ 46,296	$ 48,511
Administrative Assistant (5-10 yrs)	CO	706	$ 48,510	$ 50,835	$ 53,278
Administrative Assistant (10+ yrs)	CO	707	$ 50,835	$ 53,278	$ 55,841
Alarm Coordinator	CO	708	$ 49,117	$ 52,210	$ 55,430
Secretary	CO	710	$ 35,879	$ 37,755	$ 39,686
Receptionist	CO	715	$ 33,257	$ 34,989	$ 36,770
Assistant Purchasing Director	CO	718	$ 74,011	$ 80,384	$ 88,230
Assistant Treasurer	CO	719	$ 61,904	$ 67,639	$ 72,100
Buyer I - Purchasing (0-5 yrs)	CO	720	$ 49,833	$ 52,973	$ 56,241
Buyer II - Purchasing (5+ yrs)	CO	721	$ 55,542	$ 60,198	$ 64,854
Buyer III/Senior Buyer - Purchasing	CO	722	$ 59,199	$ 64,173	$ 70,825
Contract Specialist - Purchasing	CO	723	$ 57,760	$ 62,778	$ 68,249
Assistant Facilities Services Director	CO	998	$ 76,274	$ 81,250	$ 86,226
Construction Foreman	CO	999	$ 70,394	$ 74,182	$ 78,167
Maintenance Foreman	CO	1000	$ 63,356	$ 67,383	$ 71,577
Maintenance Skilled Trade Specialist	CO	1001	$ 63,357	$ 67,384	$ 71,578
Maintenance Crewleader	CO	1002	$ 56,189	$ 59,746	$ 63,449
Maintenance Mechanic	CO	1005	$ 50,439	$ 53,618	$ 56,929
Groundskeeper	CO	1008	$ 37,000	$ 39,500	$ 40,500
Custodial Supervisor	CO	1009	$ 40,000	$ 41,000	$ 43,500
Custodian (0-1 year)	CO	1010	$ 33,200	$ 34,000	$ 35,000
Custodian (1 - 5 yrs)	CO	1011	$ 34,300	$ 35,200	$ 36,000
Custodian (5 -10 yrs)	CO	1012	$ 36,000	$ 37,000	$ 38,500
Custodian (10+ yrs)	CO	1013	$ 38,500	$ 39,500	$ 40,000
Animal Control Officer I	CO	150	$ 42,857	$ 43,917	$ 45,580
Animal Control Officer II	CO	151	$ 47,395	$ 49,665	$ 52,049
Animal Control Officer III (Basic)	CO	152	$ 54,919	$ 56,028	$ 57,691
Animal Control Officer III (Int.)	CO	153	$ 56,028	$ 57,137	$ 58,799
Animal Control Officer III (Advanced)	CO	154	$ 57,691	$ 58,799	$ 60,462
Animal Control Officer III (Master)	CO	155	$ 59,353	$ 60,462	$ 62,125
Animal Shelter Coordinator	CO	156	$ 56,085	$ 61,092	$ 65,171
Kennel Tech	CO	157	$ 34,939	$ 36,586	$ 38,316
Emergency Management Assistant	CO	158	$ 32,912	$ 34,311	$ 35,731
Animal Control Dispatcher	CO	159	$ 39,440	$ 40,500	$ 41,700

FY27 COLA

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	Monthly
Licensed Chemical Dependency Counselor	$ 400.00
Bilingual - English/Spanish	$ 100.00
MHMR	$ 50.00
Interpreter Coordinator	$ 1,041.67
Commissioners Court Clerk	$ 50.00
Public Safety Coordinator	$ 250.00
Juvenile Board Clerk	$ 291.67
JP Training Officer	$ 200.00
Law Degree (JD)	$ 500.00
Certified Public Accountant (CPA)	$ 500.00

Smith County Salary Plan - Proposed FY27
County Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3	FY27 COLA
Certified Public Manager (CPM)	$ 250.00					
Certified Public Procurement Officer (CPPO) **	$ 500.00					
Certified Professional Public Buyer (CPPB) **	$ 250.00					
Society of Human Resources - Senior Certified Professional (SHRM-SCP)	$ 500.00					
Society of Human Resources - Certified Professional (SHRM-CP)	$ 250.00					
Tax Office Substation (SB)	$ 200.00					
Pretrial Director Law Enforcement Credentials (LE)	$ 400.00					
Local Administrative Judge Staff (LA)	$ 397.16					

*** CPBB not paid with CPPO*

Criteria for Step Levels

All positions revert to entry level when vacated and fall into step 1 in that pay range unless the following criteria are met:

Step 1: Basic skills to perform the job as detailed in the job description.

Step 2: Supervisory duties of 2-5 people (*Does not include department heads. Does not include positions where supervisory duties are listed in the job description.)* OR Associates degree. Job-related certificates for additional training may be considered by HR in lieu of Associates degree.

Step 3: Supervisory duties of 6 or more people *(Does not include department heads. Does not include positions where supervisory duties are listed in the job description.)* OR Bachelors degree or higher. State or National License in related field may be considered by HR in lieu of Bachelors degree.

All positions revert to entry level when vacated for any reason. Mid level entry not allowed unless same payroll range was held in another department and there is no break in service.

For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by, or equivalent to an institution accredited by an accrediting agency recognized by the U.S. Secretary of Education.

* Manager step movements are subject to the Commissioners Court approval & based on experience instead of the above criteria.

Smith County Salary Plan - Proposed FY27
Law Enforcement (Deputy) Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)
Non Certified Deputy in Training	LE	199	$ 59,427	$ 60,427	$ 61,927
Deputy I (0-3 years) Basic	LE	200	$ 63,057	$ 64,057	$ 65,557
Deputy I (0-3 years) Intermediate	LE	201	$ 64,057	$ 65,057	$ 66,557
Deputy I (0-3 years) Advanced	LE	202	$ 65,557	$ 66,557	$ 68,057
Deputy I (0-3 years) Master	LE	203	$ 67,057	$ 68,057	$ 69,557
Deputy II (3-6 years) Basic	LE	210	$ 64,829	$ 65,829	$ 67,329
Deputy II (3-6 years) Intermediate	LE	211	$ 65,829	$ 66,829	$ 68,329
Deputy II (3-6 years) Advanced	LE	212	$ 67,329	$ 68,329	$ 69,829
Deputy II (3-6 years) Master	LE	213	$ 68,829	$ 69,829	$ 71,329
Deputy III (6-9 years) Basic	LE	220	$ 66,806	$ 67,806	$ 69,306
Deputy III (6-9 years) Intermediate	LE	221	$ 67,806	$ 68,806	$ 70,306
Deputy III (6-9 years) Advanced	LE	222	$ 69,306	$ 70,306	$ 71,806
Deputy III (6-9 years) Master	LE	223	$ 70,806	$ 71,806	$ 73,306
Deputy IV (9-12 years) Basic	LE	230	$ 69,005	$ 70,005	$ 71,505
Deputy IV (9-12 years) Intermediate	LE	231	$ 70,005	$ 71,005	$ 72,505
Deputy IV (9-12 years) Advanced	LE	232	$ 71,505	$ 72,505	$ 74,005
Deputy IV (9-12 years) Master	LE	233	$ 73,005	$ 74,005	$ 75,505
Deputy V (12+ years) Basic	LE	240	$ 71,604	$ 72,604	$ 74,104
Deputy V (12+ years) Intermediate	LE	241	$ 72,604	$ 73,604	$ 75,104
Deputy V (12+ years) Advanced	LE	242	$ 74,104	$ 75,104	$ 76,604
Deputy V (12+ years) Master	LE	243	$ 75,604	$ 76,604	$ 78,104
Investigator I (0-3 years) Basic/Crime Scene Tech*	LE	300	$ 77,330	$ 78,330	$ 79,830
Investigator I (0-3 years) Intermediate	LE	301	$ 78,330	$ 79,330	$ 80,830
Investigator I (0-3 years) Advanced	LE	302	$ 79,830	$ 80,830	$ 82,330
Investigator I (0-3 years) Master	LE	303	$ 81,330	$ 82,330	$ 83,830
Investigator II (3-6 years) Basic	LE	310	$ 79,530	$ 80,530	$ 82,030
Investigator II (3-6 years) Intermediate	LE	311	$ 80,530	$ 81,530	$ 83,030
Investigator II (3-6 years) Advanced	LE	312	$ 82,030	$ 83,030	$ 84,530
Investigator II (3-6 years) Master	LE	313	$ 83,530	$ 84,530	$ 86,030
Investigator III (6-9 years) Basic	LE	320	$ 81,796	$ 82,796	$ 84,296
Investigator III (6-9 years) Intermediate	LE	321	$ 82,796	$ 83,796	$ 85,296
Investigator III (6-9 years) Advanced	LE	322	$ 84,296	$ 85,296	$ 86,796
Investigator III (6-9 years) Master	LE	323	$ 85,796	$ 86,796	$ 88,296
Investigator IV (9-12 years) Basic	LE	330	$ 84,130	$ 85,130	$ 86,630
Investigator IV (9-12 years) Intermediate	LE	331	$ 85,130	$ 86,130	$ 87,630
Investigator IV (9-12 years) Advanced	LE	332	$ 86,630	$ 87,630	$ 89,130
Investigator IV (9-12 years) Master	LE	333	$ 88,130	$ 89,130	$ 90,630
Investigator V (12+ years) Basic	LE	340	$ 86,533	$ 87,533	$ 89,033
Investigator V (12+ years) Intermediate	LE	341	$ 87,533	$ 88,533	$ 90,033
Investigator V (12+ years) Advanced	LE	342	$ 89,033	$ 90,033	$ 91,533
Investigator V (12+ years) Master	LE	343	$ 90,533	$ 91,533	$ 93,033
Chief Investigator	LE	350	$ 97,117	$ 98,117	$ 99,617
Spillman Coordinator/Intell Analyst **(Civilian)** (0-5 yrs)	LE	397	$ 56,318	$ 57,644	$ 60,425
Spillman Coordinator/Intelligence Analyst **(Civilian)** (5-10 yrs)	LE	398	$ 58,905	$ 61,750	$ 64,737
Spillman Coordinator/Intelligence Analyst **(Civilian)** (10+ yrs)	LE	399	$ 61,750	$ 64,737	$ 67,874
Firearms Training Coordinator - Basic	LE	430	$ 87,476	$ 88,476	$ 89,976
Firearms Training Coordinator - Intermediate	LE	431	$ 88,476	$ 89,476	$ 90,976
Firearms Training Coordinator - Advanced	LE	432	$ 89,976	$ 90,976	$ 92,476
Firearms Training Coordinator - Master	LE	433	$ 91,476	$ 92,476	$ 93,976

FY27 COLA

3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

* May be non-certified

Smith County Salary Plan - Proposed FY27
Law Enforcement (Deputy) Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan			FY27 COLA
			STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	
Sergeant - Basic	LE	440	$ 87,476	$ 88,476	$ 89,976	
Sergeant - Intermediate	LE	441	$ 88,476	$ 89,476	$ 90,976	
Sergeant - Advanced	LE	442	$ 89,976	$ 90,976	$ 92,476	
Sergeant– Master	LE	443	$ 91,476	$ 92,476	$ 93,976	
Criminalist - Basic	LE	500	$ 88,695	$ 89,695	$ 91,195	
Criminalist - Intermediate	LE	501	$ 89,695	$ 90,695	$ 92,195	
Criminalist - Advanced	LE	502	$ 91,195	$ 92,195	$ 93,695	
Criminalist - Master	LE	503	$ 92,695	$ 93,695	$ 95,195	
CID Sgt. - Basic	LE	505	$ 88,695	$ 89,695	$ 91,195	
CID Sgt. - Intermediate	LE	506	$ 89,695	$ 90,695	$ 92,195	
CID Sgt. - Advanced	LE	507	$ 91,195	$ 92,195	$ 93,695	
CID Sgt. - Master	LE	508	$ 92,695	$ 93,695	$ 95,195	
CID Commander - Basic	LE	520	$ 98,609	$ 99,609	$ 101,109	
CID Commander - Intermediate	LE	521	$ 99,609	$ 100,609	$ 102,109	
CID Commander - Advanced	LE	522	$ 101,109	$ 102,109	$ 103,609	
CID Commander - Master	LE	523	$ 102,609	$ 103,609	$ 105,109	
Lieutenant - Basic	LE	600	$ 92,462	$ 93,462	$ 94,962	
Lieutenant - Intermediate	LE	601	$ 93,462	$ 94,462	$ 95,962	
Lieutenant - Advanced	LE	602	$ 94,962	$ 95,962	$ 97,462	
Lieutenant - Master	LE	603	$ 96,462	$ 97,462	$ 98,962	
Captain - Basic	LE	700	$ 98,609	$ 99,609	$ 101,109	
Captain - Intermediate	LE	701	$ 99,609	$ 100,609	$ 102,109	
Captain - Advanced	LE	702	$ 101,109	$ 102,109	$ 103,609	
Captain - Master	LE	703	$ 102,609	$ 103,609	$ 105,109	
Chief Deputy - Basic	LE	800	$ 106,757	$ 107,757	$ 109,257	
Chief Deputy - Intermediate	LE	801	$ 107,757	$ 108,757	$ 110,257	
Chief Deputy - Advanced	LE	802	$ 109,257	$ 110,257	$ 111,757	
Chief Deputy - Master	LE	803	$ 110,757	$ 111,757	$ 113,257	
Polygrapher (0-3 yr)	LE	900	$ 45,004	$ 46,004	$ 47,504	
Polygrapher (3-6 yrs)	LE	901	$ 48,992	$ 49,992	$ 51,492	
Polygrapher (6-9 yrs)	LE	902	$ 53,350	$ 54,350	$ 55,850	
Polygrapher (9+ yrs)	LE	903	$ 58,110	$ 59,110	$ 60,610	
Public Information Officer	LE	910	$ 70,186	$ 71,186	$ 72,686	
SO Executive Assistant (0-5 yrs)	LE	911	$ 61,375	$ 62,431	$ 64,014	
SO Executive Assistant (5+ yrs)	LE	912	$ 71,043	$ 74,497	$ 78,121	
SCSO Technology Manager	LE	920	$ 85,000	$ 88,000	$ 95,000	
Fire Marshal/Emergency Management						
Fire Marshal - Basic	LE	1000	$ 98,609	$ 99,609	$ 101,109	
Fire Marshal - Intermediate	LE	1001	$ 99,609	$ 100,609	$ 102,109	
Fire Marshal - Advanced	LE	1002	$ 101,109	$ 102,109	$ 103,609	
Fire Marshal - Master	LE	1003	$ 102,609	$ 103,609	$ 105,109	
Chief Deputy Fire Marshal - Basic	LE	1010	$ 92,462	$ 93,462	$ 94,962	
Chief Deputy Fire Marshal - Intermediate	LE	1012	$ 93,462	$ 94,462	$ 95,962	
Chief Deputy Fire Marshal - Advanced	LE	1013	$ 94,962	$ 95,962	$ 97,462	
Chief Deputy Fire Marshal - Master	LE	1014	$ 96,462	$ 97,462	$ 98,962	
Deputy Fire Marshal - Basic	LE	1020	$ 77,330	$ 78,330	$ 79,830	
Deputy Fire Marshal - Intermediate	LE	1021	$ 78,330	$ 79,330	$ 80,830	
Deputy Fire Marshal - Advanced	LE	1022	$ 79,830	$ 80,830	$ 82,330	
Deputy Fire Marshal - Master	LE	1023	$ 81,330	$ 82,330	$ 83,830	

Smith County Salary Plan - Proposed FY27
Law Enforcement (Deputy) Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	FY27 COLA

This payscale is formula driven between the ranges and steps based on the following:

TCOLE Certification Levels:
Intermediate - $1000 over Basic
Advanced - $2500 over Basic
Master - $4,000 over Basic

Academic Step Levels: (*Accreditation must be verified by HR Dept. if not on official TCOLE report)*
Step 1 - Non degreed
Step 2 - Associates Degree - $1000 over Non degreed
Step 3 - Bachelors Degree or Higher - $2500 over Non degreed

Tenure is awarded based on TCOLE, other state agency, official record for the service time of record in which the employee is currently working. Scale advancements, for any reason, must be submitted to HR/Payroll by the department and supported with official documentation.

LE Supplements: (Must be relevant to position & not required by law as prerequisite for position)	**Rate**	
SWAT Team (SW)	$2400/yr	Limited to 21 positions in range 200-703
Honor Guard (HG)	$600/yr	Limited to 8 positions in range 200-443
Field Training Officer (FT)	$1200/yr	Limited to 8 deputies and 2 investigators
Instructor (IN)	$600/yr	
K9 Handler (K9)	$2400/yr	
Bilingual (BI)	$1200/yr	
Interim Fire Marshal (FM)	$612.50/mo.	
Chief Deputy Constable	$5000/yr	Limited to one deputy position in each Constable precinct

1) Academic degrees are subject to the criteria below:
For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by or equivalent to an institution accredited by an accrediting agency recognized by the U.S. Secretary of Education.

Smith County Salary Plan - Proposed FY27
Jail Operations Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)
Detention Officers					
DO I (0-3 year) Basic	36	100	$ 52,305	$ 53,305	$ 54,805
DO I (0-3 year) Intermediate	36	101	$ 53,305	$ 54,305	$ 55,805
DO I (0-3 year) Advanced	36	102	$ 54,805	$ 55,805	$ 57,305
DO I (0-3 year) Master	36	103	$ 56,305	$ 57,305	$ 58,805
DO II (3-6 years) Basic	36	110	$ 53,754	$ 54,754	$ 56,254
DO II (3-6 years) Intermediate	36	111	$ 54,754	$ 55,754	$ 57,254
DO II (3-6 years) Advanced	36	112	$ 56,254	$ 57,254	$ 58,754
DO II (3-6 years) Master	36	113	$ 57,754	$ 58,754	$ 60,254
DO III (6-9 years) Basic or Kitchen Supervisor	36	120	$ 55,370	$ 56,370	$ 57,870
DO III (6-9 years) Intermediate or Kitchen Supervisor	36	121	$ 56,370	$ 57,370	$ 58,870
DO III (6-9 years) Advanced or Kitchen Supervisor	36	122	$ 57,870	$ 58,870	$ 60,370
DO III (6-9 years) Master or Kitchen Supervisor	36	123	$ 59,370	$ 60,370	$ 61,870
DO IV (9-12 years) Basic	36	130	$ 57,169	$ 58,169	$ 59,669
DO IV (9-12 years) Intermediate	36	131	$ 58,169	$ 59,169	$ 60,669
DO IV (9-12 years) Advanced	36	132	$ 59,669	$ 60,669	$ 62,169
DO IV (9-12 years) Master	36	133	$ 61,169	$ 62,169	$ 63,669
DO V (12+ years) Basic	36	140	$ 59,296	$ 60,296	$ 61,796
DO V (12+ years) Intermediate	36	141	$ 60,296	$ 61,296	$ 62,796
DO V (12+ years) Advanced	36	142	$ 61,796	$ 62,796	$ 64,296
DO V (12+ years) Master	36	143	$ 63,296	$ 64,296	$ 65,796
Support Services					
Support Services I (0-3 year) Basic	36	150	$ 52,887	$ 53,887	$ 55,387
Support Services I (0-3 year) Intermediate	36	151	$ 53,887	$ 54,887	$ 56,387
Support Services I (0-3 year) Advanced	36	152	$ 55,387	$ 56,387	$ 57,887
Support Services I (0-3 year) Master	36	153	$ 56,887	$ 57,887	$ 59,387
Support Services II (3-6 years) Basic	36	160	$ 54,354	$ 55,354	$ 56,854
Support Services II (3-6 years) Intermediate	36	161	$ 55,354	$ 56,354	$ 57,854
Support Services II (3-6 years) Advanced	36	162	$ 56,854	$ 57,854	$ 59,354
Support Services II (3-6 years) Master	36	163	$ 58,354	$ 59,354	$ 60,854
Support Services III (6-9 years) Basic	36	170	$ 55,989	$ 56,989	$ 58,489
Support Services III (6-9 years) Intermediate	36	171	$ 56,989	$ 57,989	$ 59,489
Support Services III (6 -9 years) Advanced	36	172	$ 58,489	$ 59,489	$ 60,989
Support Services III (6 -9 years) Master	36	173	$ 59,989	$ 60,989	$ 62,489
Support Services IV 9-12 years) Basic	36	180	$ 57,809	$ 58,809	$ 60,309
Support Services IV (9-12 years) Intermediate	36	181	$ 58,809	$ 59,809	$ 61,309
Support Services IV (9-12 years) Advanced	36	182	$ 60,309	$ 61,309	$ 62,809
Support Services IV (9-12 years) Master	36	183	$ 61,809	$ 62,809	$ 64,309
Support Services V (12+ years) Basic	36	190	$ 59,961	$ 60,961	$ 62,461
Support Services V (12+ years) Intermediate	36	191	$ 60,961	$ 61,961	$ 63,461
Support Services V (12+ years) Advanced	36	192	$ 62,461	$ 63,461	$ 64,961
Support Services V (12+ years) Master	36	193	$ 63,961	$ 64,961	$ 66,461
Transport Division					
Transport Officer I (0-3 year) Basic	36	200	$ 59,565	$ 60,565	$ 62,065
Transport Officer I (0-3 year) Intermediate	36	201	$ 60,565	$ 61,565	$ 63,065
Transport Officer I (0-3 year) Advanced	36	202	$ 62,065	$ 63,065	$ 64,565
Transport Officer I (0-3 year) Master	36	203	$ 63,565	$ 64,565	$ 66,065
Transport Officer II (3-6 years) Basic	36	210	$ 61,232	$ 62,232	$ 63,732
Transport Officer II (3-6 years) Intermediate	36	211	$ 62,232	$ 63,232	$ 64,732
Transport Officer II (3-6 years) Advanced	36	212	$ 63,732	$ 64,732	$ 66,232
Transport Officer II (3-6 years) Master	36	213	$ 65,232	$ 66,232	$ 67,732
Transport Officer III (6-9 years) Basic	36	220	$ 63,092	$ 64,092	$ 65,592
Transport Officer III (6-9 years) Intermediate	36	221	$ 64,092	$ 65,092	$ 66,592
Transport Officer III (6-9 years) Advanced	36	222	$ 65,592	$ 66,592	$ 68,092

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

Based on plan criteria

Smith County Salary Plan - Proposed FY27
Jail Operations Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	FY27 COLA
Transport Officer III (6-9 years) Master	36	223	$ 67,092	$ 68,092	$ 69,592	
Transport Officer IV (9-12 years) Basic	36	230	$ 65,160	$ 66,160	$ 67,660	
Transport Officer IV (9-12 years) Intermediate	36	231	$ 66,160	$ 67,160	$ 68,660	
Transport Officer IV (9-12 years) Advanced	36	232	$ 67,660	$ 68,660	$ 70,160	
Transport Officer IV (9-12 years) Master	36	233	$ 69,160	$ 70,160	$ 71,660	
Transport Officer V (12+ years) Basic	36	240	$ 67,608	$ 68,608	$ 70,108	
Transport Officer V (12+ years) Intermediate	36	241	$ 68,608	$ 69,608	$ 71,108	
Transport Officer V (12+ years) Advanced	36	242	$ 70,108	$ 71,108	$ 72,608	
Transport Officer V (12+ years) Master	36	243	$ 71,608	$ 72,608	$ 74,108	
Management						
Sgt. I (0-3 year) Basic	36	300	$ 62,198	$ 63,198	$ 64,698	
Sgt. I (0-3 year) Intermediate	36	301	$ 63,198	$ 64,198	$ 65,698	
Sgt. I (0-3 year) Advanced	36	302	$ 64,698	$ 65,698	$ 67,198	
Sgt. I (0-3 year) Master	36	303	$ 66,198	$ 67,198	$ 68,698	
Sgt. II (3-6 yr) Basic	36	310	$ 63,944	$ 64,944	$ 66,444	
Sgt. II (3-6 yr) Intermediate	36	311	$ 64,944	$ 65,944	$ 67,444	
Sgt. II (3-6 yr) Advanced	36	312	$ 66,444	$ 67,444	$ 68,944	
Sgt. II (3-6 yr) Master	36	313	$ 67,944	$ 68,944	$ 70,444	
Sgt. III (6-9 yr) Basic	36	320	$ 65,893	$ 66,893	$ 68,393	
Sgt. III (6-9 yr) Intermediate	36	321	$ 66,893	$ 67,893	$ 69,393	
Sgt. III (6-9 yr) Advanced	36	322	$ 68,393	$ 69,393	$ 70,893	
Sgt. III (6-9 yr) Master	36	323	$ 69,893	$ 70,893	$ 72,393	
Sgt. IV (9-12 yr) Basic	36	330	$ 68,059	$ 69,059	$ 70,559	
Sgt. IV (9-12yr) Intermediate	36	331	$ 69,059	$ 70,059	$ 71,559	
Sgt. IV (9-12 yr) Advanced	36	332	$ 70,559	$ 71,559	$ 73,059	
Sgt. IV (9-12yr) Master	36	333	$ 72,059	$ 73,059	$ 74,559	
Sgt. V (12+ yrs) Basic	36	340	$ 70,620	$ 71,620	$ 73,120	
Sgt. V (12+ yrs) Intermediate	36	341	$ 71,620	$ 72,620	$ 74,120	
Sgt. V (12+ yrs) Advanced	36	342	$ 73,120	$ 74,120	$ 75,620	
Sgt. V (12+ yrs) Master	36	343	$ 74,620	$ 75,620	$ 77,120	
Mental Health Officer	36	346	$ 75,827	$ 76,827	$ 78,327	
Kitchen Manager	36	350	$ 77,924	$ 78,924	$ 80,424	
Lieutenant - Basic	36	400	$ 92,462	$ 93,462	$ 94,962	
Lieutenant - Intermediate	36	401	$ 93,462	$ 94,462	$ 95,962	
Lieutenant - Advanced	36	402	$ 94,962	$ 95,962	$ 97,462	
Lieutenant - Master	36	403	$ 96,462	$ 97,462	$ 98,962	
Captain/Assistant Jail Administrator - Basic	36	500	$ 98,610	$ 99,610	$ 101,110	
Captain/Assistant Jail Administrator - Intermediate	36	501	$ 99,610	$ 100,610	$ 102,110	
Captain/Assistant Jail Administrator - Advanced	36	502	$ 101,110	$ 102,110	$ 103,610	
Captain/Assistant Jail Administrator - Master	36	503	$ 102,610	$ 103,610	$ 105,110	
Jail Administrator - Basic	36	600	$ 106,757	$ 107,757	$ 109,257	
Jail Administrator - Intermediate	36	601	$ 107,757	$ 108,757	$ 110,257	
Jail Administrator - Advanced	36	602	$ 109,257	$ 110,257	$ 111,757	
Jail Administrator - Master	36	603	$ 110,757	$ 111,757	$ 113,257	

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	Rate
Field Training Officer (FT)	$1200/yr
Bilingual	$1200/yr

Smith County Salary Plan - Proposed FY27
Jail Operations Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	FY27 COLA
For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by an accrediting agency recognized by the U.S. Secretary of Education. (see Tex Ed. Code Chapter 61)						

This payscale is formula driven between the ranges and steps based on the following:

TCOLE Certification Levels:
Intermediate - $1000 over Basic
Advanced - $2500 over Basic
Master - $4000 over Basic

Academic Step Levels: (*Accreditation must be verified by HR Dept. if not on official TCOLE report)*
Step 1 - Non degreed
Step 2 - Associates Degree - $1000 over Non degreed
Step 3 - Bachelors Degree or Higher - $2500 over Non degreed

Tenure is awarded based on TCOLE, other state agency, official record for the service time of record in which the employee is currently working. Scale advancements, for any reason, must be submitted to HR/Payroll by the department and supported with official documentation.

Smith County Salary Plan - Proposed FY27
Dispatch Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)
Dispatcher I (0-3 yr) Basic	DP	300	$ 52,305	$ 53,305	$ 54,805
Dispatcher I (0-3 yr) Intermediate	DP	301	$ 53,305	$ 54,305	$ 55,805
Dispatcher I (0-3 yr) Advanced	DP	302	$ 54,805	$ 55,805	$ 57,305
Dispatcher I (0-3 yr) Master	DP	303	$ 56,305	$ 57,305	$ 58,805
Dispatcher II (3-6 yrs) Basic	DP	310	$ 53,754	$ 54,754	$ 56,254
Dispatcher II (3-6 yrs) Intermediate	DP	311	$ 54,754	$ 55,754	$ 57,254
Dispatcher II (3-6 yrs) Advanced	DP	312	$ 56,254	$ 57,254	$ 58,754
Dispatcher I (3-6 yr) Master	DP	313	$ 57,754	$ 58,754	$ 60,254
Dispatcher III (6-9 yrs) Basic	DP	320	$ 55,370	$ 56,370	$ 57,870
Dispatcher III (6-9 yrs) Intermediate	DP	321	$ 56,370	$ 57,370	$ 58,870
Dispatcher III (6-9 yrs) Advanced	DP	322	$ 57,870	$ 58,870	$ 60,370
Dispatcher III (6-9 yr) Master	DP	323	$ 59,370	$ 60,370	$ 61,870
Dispatcher IV (9-12 yrs) Basic	DP	330	$ 57,169	$ 58,169	$ 59,669
Dispatcher IV (9-12 yrs) Intermediate	DP	331	$ 58,169	$ 59,169	$ 60,669
Dispatcher IV (9-12 yrs) Advanced	DP	332	$ 59,669	$ 60,669	$ 62,169
Dispatcher IV (9-12 yr) Master	DP	333	$ 61,169	$ 62,169	$ 63,669
Dispatcher V (12+ yrs) Basic	DP	340	$ 59,296	$ 60,296	$ 61,796
Dispatcher V (12+ yrs) Intermediate	DP	341	$ 60,296	$ 61,296	$ 62,796
Dispatcher V (12+ yrs) Advanced	DP	342	$ 61,796	$ 62,796	$ 64,296
Dispatcher V (12+ yr) Master	DP	343	$ 63,296	$ 64,296	$ 65,796
Terminal Agency Coordinator	DP	345	$ 55,370	$ 56,370	$ 57,870
Dispatch Supervisor I - Basic (0-3 yrs)	DP	350	$ 65,690	$ 66,690	$ 68,190
Dispatch Supervisor I - Intermediate (0-3 yrs)	DP	351	$ 66,690	$ 67,690	$ 69,190
Dispatch Supervisor I - Advanced (0-3 yrs)	DP	352	$ 68,190	$ 69,190	$ 70,690
Dispatch Supervisor I - Master (0-3 yrs)	DP	353	$ 69,690	$ 70,690	$ 72,190
Dispatch Supervisor II - Basic (3-6 yrs)	DP	360	$ 67,541	$ 68,541	$ 70,041
Dispatch Supervisor II - Intermediate (3-6 yrs)	DP	361	$ 68,541	$ 69,541	$ 71,041
Dispatch Supervisor II - Advanced (3-6 yrs)	DP	362	$ 70,041	$ 71,041	$ 72,541
Dispatch Supervisor II - Master (3-6 yrs)	DP	363	$ 71,541	$ 72,541	$ 74,041
Dispatch Supervisor III - Basic (6-9 yrs)	DP	370	$ 69,606	$ 70,606	$ 72,106
Dispatch Supervisor III - Intermediate (6-9 yrs)	DP	371	$ 70,606	$ 71,606	$ 73,106
Dispatch Supervisor III - Advanced (6-9 yrs)	DP	372	$ 72,106	$ 73,106	$ 74,606
Dispatch Supervisor III - Master (6-9 yrs)	DP	373	$ 73,606	$ 74,606	$ 76,106
Dispatch Supervisor IV - Basic (9-12 yrs)	DP	380	$ 71,902	$ 72,902	$ 74,402
Dispatch Supervisor IV - Intermediate (9-12yrs)	DP	381	$ 72,902	$ 73,902	$ 75,402
Dispatch Supervisor IV - Advanced (9-12 yrs)	DP	382	$ 74,402	$ 75,402	$ 76,902

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

Based on plan criteria

(DP) Dispatch Scale

Smith County Salary Plan - Proposed FY27
Dispatch Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)
Dispatch Supervisor IV - Master (9-12 yrs)	DP	383	$ 75,902	$ 76,902	$ 78,402
Dispatch Supervisor V - Basic (12+ yrs)	DP	390	$ 74,618	$ 75,618	$ 77,118
Dispatch Supervisor V - Intermediate (12+ yrs)	DP	391	$ 75,618	$ 76,618	$ 78,118
Dispatch Supervisor V - Advanced (12+ yrs)	DP	392	$ 77,118	$ 78,118	$ 79,618
Dispatch Supervisor V - Master (12+ yrs)	DP	393	$ 78,618	$ 79,618	$ 81,118
Communications Manager - Basic	DP	400	$ 79,658	$ 80,658	$ 82,158
Communications Manager - Intermediate	DP	401	$ 80,658	$ 81,658	$ 83,158
Communications Manager - Advanced	DP	402	$ 82,158	$ 83,158	$ 84,658
Communications Manager - Master	DP	403	$ 83,658	$ 84,658	$ 86,158

FY27 COLA

Approved Supplements:	Rate	
Dispatch Shift Differential - 2nd Shift	$100/mo	(SD2)
Dispatch Shift Differential - 3rd Shift	$200/mo	(SD3)
Bilingual - English/Spanish	$100/mo	BI
Field Training Officer (FT)	$100/mo	FT

For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by an accrediting agency recognized by the U.S. Secretary of Education. (see Tex Ed. Code Chapter 61)

This payscale is formula driven between the ranges and steps based on the following:

TCOLE Certification Levels:
Intermediate - $1000 over Basic
Advanced - $2500 over Basic
Master - $4000 over Basic

Academic Step Levels: (*Accreditation must be verified by HR Dept. if not on official TCOLE report)*
Step 1 - Non degreed
Step 2 - Associates Degree - $1000 over Non degreed
Step 3 - Bachelors Degree or Higher - $2500 over Non degreed

Tenure is awarded based on TCOLE, other state agency, official record for the service time of record in which the employee is currently working. Scale advancements, for any reason, must be submitted to HR/Payroll by the department and supported with official

Smith County Salary Plan - Proposed FY27
Courthouse Security Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)
Courthouse Security Officer I - Basic (0-3 years)	CS	200	$ 63,057	$ 64,057	$ 65,557
Courthouse Security Officer I - Intermediate (0-3 years)	CS	201	$ 64,057	$ 65,057	$ 66,557
Courthouse Security Officer I - Advanced (0-3 years)	CS	202	$ 65,557	$ 66,557	$ 68,057
Courthouse Security Officer I - Master (0-3 years)	CS	203	$ 67,057	$ 68,057	$ 69,557
Courthouse Security Officer II - Basic (3-6 years)	CS	210	$ 64,829	$ 65,829	$ 67,329
Courthouse Security Officer II - Intermediate (3-6 years)	CS	211	$ 65,829	$ 66,829	$ 68,329
Courthouse Security Officer II - Advanced (3-6 years)	CS	212	$ 67,329	$ 68,329	$ 69,829
Courthouse Security Officer II - Master (3-6 years)	CS	213	$ 68,829	$ 69,829	$ 71,329
Courthouse Security Officer III - Basic (6-9 years)	CS	220	$ 66,806	$ 67,806	$ 69,306
Courthouse Security Officer III - Intermediate (6-9 years)	CS	221	$ 67,806	$ 68,806	$ 70,306
Courthouse Security Officer III - Advanced (6-9 years)	CS	222	$ 69,306	$ 70,306	$ 71,806
Courthouse Security Officer III - Master (6-9 years)	CS	223	$ 70,806	$ 71,806	$ 73,306
Courthouse Security Officer IV - Basic (9-12 years)	CS	230	$ 69,004	$ 70,004	$ 71,504
Courthouse Security Officer IV- Intermediate (9-12 years)	CS	231	$ 70,004	$ 71,004	$ 72,504
Courthouse Security Officer IV- Advanced (9-12 years)	CS	232	$ 71,504	$ 72,504	$ 74,004
Courthouse Security Officer IV - Master (9-12 years)	CS	233	$ 73,004	$ 74,004	$ 75,504
Courthouse Security Officer V - Basic (12+ years)	CS	240	$ 71,604	$ 72,604	$ 74,104
Courthouse Security Officer V - Intermediate (12+ years)	CS	241	$ 72,604	$ 73,604	$ 75,104
Courthouse Security Officer V - Advanced (12+ years)	CS	242	$ 74,104	$ 75,104	$ 76,604
Courthouse Security Officer V - Master (12+ years)	CS	243	$ 75,604	$ 76,604	$ 78,104
Courthouse Security Sgt.- Basic	CS	440	$ 87,476	$ 88,476	$ 89,976
Courthouse Security Sgt.- Intermediate	CS	441	$ 88,476	$ 89,476	$ 90,976
Courthouse Security Sgt.- Advanced	CS	442	$ 89,976	$ 90,976	$ 92,476
Courthouse Security - Master	CS	443	$ 91,476	$ 92,476	$ 93,976

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

Based on plan criteria

This payscale is formula driven between the ranges and steps based on the following:

TCOLE Certification Levels:
Intermediate - $1000 over Basic
Advanced - $2500 over Basic
Master - $4,000 over Basic

Academic Step Levels: (*Accreditation must be verified by HR Dept. if not on official TCOLE report)*
Step 1 - Non degreed
Step 2 - Associates Degree - $1000 over Non degreed
Step 3 - Bachelors Degree or Higher - $2500 over Non degreed

Tenure is awarded based on TCOLE, other state agency, official record for the service time of record in which the employee is currently working. Scale advancements, for any reason, must be submitted to HR/Payroll by the department and supported with official documentation.

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	**Rate**
SWAT Team (SW)	$2400/yr
Honor Guard (HG)	$600/yr
Field Training Officer (FT)	$1200/yr
Instructor (IN)	$600/yr
K9 Handler (K9)	$2400/yr
Bilingual (BI)	$1200/yr

1) Academic degrees are subject to the criteria below:
For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by or equivalent to an institution accredited by an accrediting agency recognized by the U.S. Secretary of Education.

Smith County Salary Plan - Proposed FY27
Information Technology Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3
Systems Analyst	IT	900	$ 94,563	$ 102,033	$ 105,992
Network Administrator	IT	901	$ 84,000	$ 89,500	$ 96,500
Operations Manager	IT	902	$ 104,895	$ 107,780	$ 110,947
GIS Manager	IT	903	$ 88,466	$ 92,901	$ 99,551
GIS Analyst	IT	904	$ 55,210	$ 61,862	$ 74,055
System Ops II	IT	905	$ 83,255	$ 86,931	$ 93,324
Systems Op I	IT	909	$ 77,724	$ 81,149	$ 84,723
Security Analyst	IT	910	$ 84,349	$ 89,627	$ 98,073
Data Architect	IT	911	$ 85,000	$ 91,000	$ 96,000
I/T Technician III	IT	916	$ 85,518	$ 89,693	$ 94,077
I/T Technician II	IT	915	$ 72,770	$ 75,973	$ 81,540
I/T Technician I	IT	914	$ 61,318	$ 66,596	$ 69,885
I/T Admistrative Support	IT	917	$ 62,141	$ 65,148	$ 68,305
Help Desk Manager	IT	920	$ 72,770	$ 75,973	$ 81,541

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

I/T Director has the authority to assign step level for the payroll range within budgetary funding allocation

Smith County Salary Plan - Proposed FY27
Road and Bridge Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3
Project Engineer	RB	1000	$ 111,192	$ 114,570	$ 118,050
Road & Bridge Administrator	RB	1005	$ 89,575	$ 93,455	$ 96,626
Assistant R&B Administrator	RB	1100	$ 84,032	$ 86,493	$ 89,028
R&B Office Manager	RB	1101	$ 61,362	$ 64,854	$ 68,346
R&B Superintendent	RB	1105	$ 77,381	$ 79,642	$ 81,971
R&B Foreman	RB	1110	$ 72,392	$ 74,504	$ 76,679
R&B Crewleader	RB	1115	$ 67,958	$ 69,937	$ 71,975
Operator III (0-5yrs)	RB	1120	$ 59,644	$ 61,373	$ 63,154
Operator III (5-10 yrs)	RB	1121	$ 61,373	$ 63,154	$ 64,989
Operator III (10+ yrs)	RB	1122	$ 63,154	$ 64,989	$ 66,879
Operator II (0-5 yrs)	RB	1125	$ 52,438	$ 53,951	$ 55,511
Operator II (5-10 yrs)	RB	1126	$ 53,951	$ 55,511	$ 57,115
Operator II (10+ yrs)	RB	1127	$ 55,511	$ 57,115	$ 58,768
Operator I (0-5 yrs)	RB	1130	$ 44,527	$ 45,802	$ 47,116
Operator I (5-10 yrs)	RB	1131	$ 45,802	$ 47,116	$ 48,469
Operator I (10+ yrs)	RB	1132	$ 47,116	$ 48,469	$ 49,864
Trustee Supervisor	RB	1135	$ 46,864	$ 49,808	$ 52,874
Sign Technician	RB	1136	$ 53,880	$ 55,435	$ 57,039
Shop Supervisor	RB	1140	$ 73,687	$ 78,346	$ 83,308
Assistant Shop Supervisor	RB	1145	$ 66,693	$ 70,899	$ 75,376
Mechanic II (0-5 yrs)	RB	1150	$ 56,309	$ 59,839	$ 63,598
Mechanic II (5-10 yrs)	RB	1151	$ 59,839	$ 63,598	$ 67,602
Mechanic II (10+ yrs)	RB	1152	$ 63,598	$ 67,602	$ 71,866
Mechanic I (0-5 yrs)	RB	1155	$ 46,357	$ 49,241	$ 52,311
Mechanic I (5-10 yrs)	RB	1156	$ 49,241	$ 52,311	$ 55,582
Mechanic I (10+ yrs)	RB	1157	$ 52,311	$ 55,582	$ 59,064
Parts Technician (0-5 yrs)	RB	1160	$ 42,299	$ 44,918	$ 47,707
Parts Technician (5-10 yrs)	RB	1161	$ 44,918	$ 47,707	$ 50,679
Parts Technician (10+ yrs)	RB	1162	$ 47,707	$ 50,679	$ 53,843
Engineering Technician	RB	1165	$ 54,379	$ 56,997	$ 59,616

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

R&B Engineer has the authority to assign step level for the payroll range within budgetary funding allocation

Step advancement for Operators is based on skill proficiency as determined by Engineer

Operator I : Small Dump Drivers & General Labor
Operator II: Heavy Dump Drivers & Light Equipment Operators
Operator III: Specific Equipment Assignments

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	Rate	
Boot Allowance (BA)	$100/yr.	*After 1 yr of service (excludes Administrative staff)*
Phone Allowance (PH)	$65/mo	*Approved positions only*
Tool Allowance (TA)	$45/mo	*Authorized for Mechanic II positions*
Bilingual (BI)	$100/mo	
Hazmat Certification (HZ)	$100/mo	

Smith County Salary Plan - Proposed FY27
Attorney Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3	FY27 COLA
Office Director	AT	305	$ 73,264	$ 78,793	$ 81,864	3.00%
Legal Assistant - District Attorney (0-5 yrs)	AT	401	$ 46,695	$ 49,629	$ 52,683	$ 2,000
Legal Assistant - District Attorney (5-10 yrs)	AT	402	$ 48,037	$ 51,063	$ 55,218	$ 4,000
Legal Assistant - District Attorney (10+ yrs)	AT	403	$ 49,417	$ 53,024	$ 57,879	
DA Crime Victims Coordinator	AT	410	$ 67,786	$ 70,088	$ 72,472	No change
Attorney I	AT	310	$ 80,735	$ 84,298	$ 91,351	Other
Attorney II	AT	311	$ 95,491	$ 99,360	$ 107,019	New position
Attorney III	AT	320	$ 110,807	$ 115,731	$ 125,478	Rename
Attorney IV	AT	321	$ 116,248	$ 121,417	$ 131,652	
Attorney V	AT	322	$ 124,245	$ 129,777	$ 140,728	
Attorney VI	AT	323	$ 136,470	$ 142,554	$ 154,601	
Misdemeanor Chief	AT	324	$ 139,827	$ 146,064	$ 158,412	
Attorney VII	AT	325	$ 159,621	$ 168,127	$ 176,633	
Special Investigator	AT	330	$ 80,942	$ 81,972	$ 83,517	
First Assistant Criminal District Attorney	AT	360	$ 197,219	$ 207,197	$ 217,464	

District Attorney has the authority to assign step level per grade for all positions

Smith County Salary Plan - Proposed FY27
Auditor Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3
County Auditor	AU	251	$ 160,039	$ 169,521	$ 178,711
First Assistant Auditor	AU	400	$ 103,764	$ 108,852	$ 114,195
Accountant IV *	AU	404	$ 87,829	$ 92,995	$ 99,393
Accountant III *	AU	405	$ 76,662	$ 81,126	$ 85,383
Accountant II *	AU	420	$ 64,972	$ 67,176	$ 70,028
Accountant I	AU	435	$ 43,048	$ 46,193	$ 53,909
Asst. Auditor - Payroll Supervisor	AU	440	$ 76,662	$ 81,126	$ 85,382
Asst. Auditor - Payroll Specialist II	AU	450	$ 58,569	$ 61,986	$ 65,603
Asst. Auditor - Payroll Specialist I	AU	455	$ 51,021	$ 54,996	$ 59,277
Asst. Auditor - A/P III	AU	456	$ 62,141	$ 65,148	$ 68,305
Asst. Auditor - A/P II	AU	460	$ 49,580	$ 53,437	$ 57,592
Asst. Auditor - A/P I	AU	465	$ 40,659	$ 44,224	$ 47,204

FY27 COLA
3.00%
$ 2,000
$ 4,000
No change
Other
New position
Rename

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	Rate
Certified Public Accountant (CPA)	$ 500
Certified Internal Auditor (CIA)	$ 250

* Accountants II & above must have bachelors degree or higher

Lateral moves from steps 1 to 3 are at the discretion of the county auditor with the approval of the CODJ

Smith County Salary Plan - Proposed FY27
Juvenile Probation Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 PROPOSED SALARY PLAN Step 1	Step 2	Step 3
Juvenile Probation					
Juvenile Probation Chief	JS	1200	$ 118,561	n/a	n/a
Director of Probation Services	JS	1207	$ 101,676	n/a	n/a
Residential Superintendent	JS	1210	$ 80,635	n/a	n/a
Training and Compliance Director	JS	1211	$ 72,035	n/a	n/a
Licensed Professional Counselor (0-5 yrs)	JS	1212	$ 66,758	n/a	n/a
Licensed Professional Counselor (5-10 yrs)	JS	1213	$ 71,127	n/a	n/a
Licensed Professional Counselor (10+ yrs)	JS	1214	$ 74,027	n/a	n/a
Probation Supervisor	JS	1220	$ 81,508	n/a	n/a
Facility Maintenance Director	JS	1221	$ 81,508	n/a	n/a
Intensive Resource Coordinator	JS	1225	$ 69,398	n/a	n/a
Probation Officer V (15+yrs)	JS	1232	$ 74,803	n/a	n/a
Probation Officer IV (10-15 yrs)	JS	1230	$ 71,892	n/a	n/a
Probation Officer III (5-10 yrs)	JS	1235	$ 67,523	n/a	n/a
Probation Officer II (3-5 yrs)	JS	1240	$ 60,971	n/a	n/a
Probation Officer I (0-3 yrs)	JS	1245	$ 58,059	n/a	n/a
Vocational Instructor V (15+yrs)	JS	1254	$ 74,803	n/a	n/a
Vocational Instructor IV (10-15 yrs)	JS	1253	$ 71,892	n/a	n/a
Vocational Instructor III (5-10 yrs)	JS	1252	$ 67,523	n/a	n/a
Vocational Instructor II (3-5 yrs)	JS	1251	$ 60,971	n/a	n/a
Vocational Instructor I (0-3 yrs)	JS	1250	$ 58,059	n/a	n/a
Director of Mental Health Services	JS	1260	$ 106,438	n/a	n/a
Office Manager (0-5 yrs)	JS	700	$ 59,078	n/a	n/a
Office Manager (5-10 yrs)	JS	701	$ 63,154	n/a	n/a
Office Manager (10+ yrs)	JS	702	$ 64,989	n/a	n/a
Administrative Assistant I (0-5yrs)	JS	706	$ 44,187	n/a	n/a
Administrative Assistant II (5-10 yrs)	JS	708	$ 48,510	n/a	n/a
Administrative Assistant III (10+ yrs)	JS	709	$ 50,835	n/a	n/a
Custodian (0-1 year)	JS	1010	$ 33,200	$ 34,000	$ 35,000
Custodian (1-5 yrs)	JS	1011	$ 34,300	$ 35,200	$ 36,000
Custodian (5-10 yrs)	JS	1012	$ 36,000	$ 37,000	$ 38,500
Custodian (10+ yrs)	JS	1013	$ 38,500	$ 39,500	$ 40,000

FY27 COLA
3.00%
$ 2,000
$ 4,000

No change
Other
New position
Rename

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	**Monthly**
Licensed Chemical Dependency Counselor	$ 400.00
Bilingual - English/Spanish	$ 100.00
Licensed Sex Offender Therapist Practioner	$ 416.67

Smith County Salary Plan - Proposed FY27
Juvenile Probation Pay Scale
Effective 10/4/2026

Prior probation officer experience may be considered for pay grade entry upon approval of the Juvenile Services Director

Criteria for Step Levels

All positions revert to entry level when vacated and fall into step 1 in that pay range unless the following criteria are met:

Step 1: Basic skills to perform the job as detailed in the job description.

Step 2: Supervisory duties of 2-5 people (*Does not include department heads. Does not include positions where supervisory duties are listed in the job description.)* OR Associates degree. Job-related certificates for additional training may be considered by HR in lieu of Associates degree.

Step 3: Supervisory duties of 6 or more people *(Does not include department heads. Does not include positions where supervisory duties are listed in the job description.)* OR Bachelors degree or higher. State or National License in related field may be considered by HR in lieu of Bachelors degree.

For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by, or equivalent to an institution accredited by an accrediting agency recognized by the U.S. Secretary of Education.

Smith County Salary Plan - Proposed FY27
Juvenile Detention Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Proposed Salary Plan STEP 1	STEP 2	STEP 3	
DO I (0-3 yrs.)	JS	100	$ 52,305	$ 53,305	$ 54,805	Aligns with Jail DO scale
DO II (3-6 yrs)	JS	103	$ 53,754	$ 54,754	$ 56,254	
DO III (6-9 yrs)	JS	106	$ 55,370	$ 56,370	$ 57,870	
DO IV (9-12 yrs)	JS	109	$ 57,169	$ 58,169	$ 59,669	
DO V (12+ yrs)	JS	110	$ 59,296	$ 60,296	$ 61,796	
Facility Maintenance Tech (0-3 yrs)	JS	111	$ 50,305	n/a	n/a	
Facility Maintenance Tech (3-6 yrs)	JS	112	$ 51,754	n/a	n/a	
Facility Maintenance Tech (6-9 yrs)	JS	113	$ 53,370	n/a	n/a	
Facility Maintenance Tech (9-12 yrs)	JS	114	$ 55,169	n/a	n/a	
Facility Maintenance Tech (12+ yrs)	JS	115	$ 57,296	n/a	n/a	
Communication Officer I (0-1 yr)	JS	120	$ 37,535	$ 38,535	$ 40,035	Based on plan criteria
Communication Officer II (1-3 yrs)	JS	121	$ 41,030	$ 42,030	$ 43,530	
Communication Officer III (3-5 yrs)	JS	122	$ 42,200	$ 43,200	$ 44,700	
Communication Officer IV (5-10 yrs)	JS	123	$ 44,650	$ 45,650	$ 47,150	
Detention Supervisor I (0-3 yrs)	JS	130	$ 62,198	$ 63,198	$ 64,698	Aligns with Jail Sgt scale
Detention Supervisor II (3-6 yrs)	JS	131	$ 63,944	$ 64,944	$ 66,444	
Detention Supervisor III (6-9 yrs)	JS	132	$ 65,893	$ 66,893	$ 68,393	
Detention Supervisor IV (9-12 yrs)	JS	133	$ 68,059	$ 69,059	$ 70,559	
Detention Supervisor V (12+ yrs)	JS	134	$ 70,620	$ 71,620	$ 73,120	
Director of Residential Services	JS	145	$ -	$ -	$ 101,676	

FY27 COLA	
3.00%	
$ 2,000	
$ 4,000	
No change	
Other	
New position	
Rename	

The pay scale includes the following:
Level 1 - No degree
Level 2 - Associates Degree *
Level 3 - Bachelors Degree *

Supplements: (Must be relevant to position & not required by law as prerequisite for position)	**Monthly**
Interim Supervisor	$708.00

Academic degree subject to the criteria below:

For the purposes of pay increases and promotional considerations, Smith County only recognizes degrees earned from institutions accredited by an accrediting agency recognized by the U.S. Secretary of Education. (see Tex Ed. Code Chapter 61)

Prior detention officer experience may be considered for pay grade entry-upon approval of the Juvenile Services Director

This payscale is formula driven between the ranges and steps based on the following:

Academic Step Levels: (*Accreditation must be verified by HR Dept.)*
Step 1 - Non degreed
Step 2 - Associates Degree - $1000 over Non degreed
Step 3 - Bachelors Degree or Higher - $2500 over Non degreed
Prior detention officer experience may be considered for pay grade entry

Outlook

RE: FY27 Adopted Salary Plan

From Misty Green <MGreen@smith-county.com>
Date Tue 10/20/2026 2:59 PM
To Timothy Hollis <thollis@smith-county.com>

1 attachment (153 KB)
Fw: Job Description - PIO / OPR;

Tim,

Public Information Officer was a pre-existing position on both the LE and CO pay scales prior to FY27. The PIO pay range on the LE pay scale specifically had been on there since FY13, when it was added at $45,000 per year. Year after year it was updated with the applicable COLA and carried forward. When the FY27 pay scales were being prepared for submission to the Commissioner's Court, I asked you about the requested salary for the PIO position in the Sheriff's Office which was expected to be approved in the FY27 budget. You forwarded the documentation you had received from the Sheriff's Office, which was a job description. There was no salary specified in that job description. Esmeralda was also on that email thread, and she had not offered a suggested salary for it in that communication (attached).

Without having received any request or recommendation on the salary amount for the new PIO position, we applied the civilian COLA to the existing salary for that pay range and moved on. The PIO position's salary was not disputed in the final review and discussion of the FY27 pay scales between our office and Esmeralda in HR, nor was it questioned in Commissioner's Court before the vote.

I have not seen any documentation or communications occurring during the budget process referencing a specific salary for this position. Since the FY27 Salary Plan has been adopted, I don't see any way to modify the PIO salary other than to submit a pay scale modification to Commissioner's Court. Even in the past when there was documentation of a requested salary that didn't make it to the final adopted Salary Plan, we still went to court to modify the pay scale.

Misty Green
Payroll Supervisor
Smith County Auditor's Office
200 E. Ferguson, Ste. 407
Tyler, TX 75702
(903) 590-4703 Office
(903) 590-4716 Fax

From: Timothy Hollis <thollis@smith-county.com>
Sent: Tuesday, October 20, 2026 1:30 PM
To: Misty Green <MGreen@smith-county.com>
Subject: FY27 Adopted Salary Plan

Hi Misty,

Would you mind sending me any information you have on the FY27 Salary Plan? The feedback I received from HR is that they didn't provide a scale for the PIO, the document I have on the PIO position doesn't have a pay scale, and the Sheriff's Office is claiming that the information presented was misleading, so I have to build a case to justify why the Commissioners Court will need to approve a salary plan update.

I didn't think my presentation was misleading regarding the total amount versus the salary amounts, but maybe I'm wrong. I'm digging through the videos and written transcripts now.

Thanks for your help!

Timothy Hollis
County Auditor | *Smith County*
O: 903-590-4705
C: 903-941-5822
E: thollis@smith-county.com

SMITH COUNTY SHERIFF'S OFFICE

Job Description

Job Title: Public Information Officer	**Grade:**	
Division: Operations	**FLSA Status:**	**Exempt**
Reports To: Sheriff	**Approved Date:**	**May 1, 2015**

Job Summary

The Public Information Officer (PIO) plans, prepares, coordinates, and conducts a public relations program designed to create and maintain favorable public image for the Smith County Sheriff's Office. The position represents the Smith County Sheriff's Office or other office personnel under direction from the Sheriff or Chief Deputy. This position performs work of wide-ranging and diverse responsibilities managing all administrative and technical duties. Prepares and distributes fact sheets, news releases, photographs, etc. to media representatives, governmental officials, community groups, and the public. It is further the intent of the Smith County Sheriff's Office to assist the public and news media in their efforts of gathering factual information that does not violate an individual's rights or negatively impacts the safety and security of the organization. The PIO maintains historical record of projects and events, and information related to law enforcement trends and practices. Write speeches and organize events to publicize projects and create interest. Represent the Sheriff and the Sheriff's Office during community projects and in public, social, and business gatherings. Serve as law enforcement officer when assigned or as needed. Work is reviewed through observation and results obtained.

Essential Duties & Responsibilities

Examples of essential duties and responsibilities include, but are not limited to:

1. Prepares department reports and presentations;
2. Coordinate visits and interviews with representatives of the news media; Fields and directs responses on media-related inquiries;
3. Develops ideas and opportunities to publicize agency activities for feature articles, interviews, and presentations;
4. Advises management on and assists in the implementation of agency public relation strategy, policy and procedure;
5. Maintains a database of community relation contacts and events;
6. Operates the agency's social networking websites and works closely with recruiting efforts;
7. Develops contacts and relationships with internal divisions and community groups to identify and participate in community outreach;
8. Develops partnerships that enhances public awareness;
9. Contributing to the team effort by accomplishing additional requirements as needed;
10. Attend and successfully complete job specific training and education within budgetary constraints;
11. Performing additional duties as assigned; and
12. Ability to drive a motor vehicle in a safe and efficient manner, including the ability to sit in a standard car seat, use the right foot to operate the gas pedal and brake pedal, use a column gear shift, use mirrors, and properly identify colors.

SMITH COUNTY SHERIFF'S OFFICE

Working Conditions and Physical Demands

Working conditions are normally in an office environment; however, there will be times when exposure to inmates and criminal suspects can be expected.

Visual capabilities: Ability to detect smoke from cigarettes, electrical fires, etc.; Must have sufficient vision without glasses to perform mandatory life safety functions. Specific vision abilities required by this job include close vision and the ability to properly identify colors utilized in descriptions. Vision must be correctable to 20/20 or better with uncorrected vision of 20/200 or better.

Auditory Capabilities: Ability to hear alarms; ability to hear and understand information received over the telephone and in person; Hearing must be within the normal range as defined by nationally recognized audiometric standards, or that surpasses the normal range.

Olfactory Capabilities: Ability to detect the presence of smoke from cigarettes, electrical fires, etc.; ability to detect the presence of alcoholic beverages or illegal drugs.

Physical Capabilities: The employee is frequently required to walk, talk, sit and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Physical requirements include the ability to climb stairs; ability to bend, stoop, kneel, and crawl on hands and knees to avoid smoke; finger dexterity, and hand, eye, and arm coordination when operating computer keyboard and telephone equipment.

Working conditions are at times inside a jail environment with occasional exposure to hostile or violent people, bodily injury, contagious diseases, high noise areas, and unfavorable fumes and odors.

Typical Work Schedule: The facility is operated 24 hours a day, therefore, shift assignments may include days, evenings, nights, weekends and holidays. Due to the unpredictable and critical nature of the work, must be willing and available to work additional hours beyond assigned shifts, sometimes with little or no notice.

Computer Skills: An electronic record management system is used throughout the Sheriff's Office. Additionally, to perform this job successfully, an individual should have the ability to learn existing software programs such as Microsoft Office, Spillman, AbleTerm and Odyssey.

Other Skills: Knows how to keep abreast of any changes in policy, methods, computer operations, equipment needs, etc. as they pertain to departmental operations and activities.

SMITH COUNTY SHERIFF'S OFFICE

Minimum Qualifications:

Formal Education:	Bachelor's degree in public relations, marketing, communications, or related field plus 2 years of experience in marketing, journalism, or public relations. Or 4 years of experience in law enforcement.
Related Experience:	Experience in criminal justice or related field or any combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills, and abilities sufficient to successfully perform the duties and responsibilities of this job as determined by the Sheriff.
Certification/License:	None

PRE-EMPLOYMENT REQUIREMENTS:

1. Citizen of the United States of America.
2. Earned a high school diploma or a GED.
3. Have never been convicted, pled guilty, nor have been on court-ordered community service/probation or deferred adjudication for a Class A misdemeanor or a felony.
4. During the last 10 years, have not been convicted, pled guilty, been on community service/probation or deferred adjudication for a Class B misdemeanor in this state, other state, or while serving in the military.
5. Have never had a military court martial that resulted in a dishonorable or bad conduct discharge.
6. Must possess a valid Texas Driver's License at the time of hiring for the position.

Background Investigation: All candidates for full-time employment with the Sheriff's Office undergo a comprehensive background investigation prior to being made a final offer. The investigation may include but is not limited to a records check, credit review, verification of credentials, and interviews with personal and professional references.

Required Testing: Candidates must take and pass a standardized aptitude test and polygraph. Typing a minimum of 35 wpm.

Psychological Evaluation: None.

Medical/Physical Screening: A physical and drug testing exam is conducted by an employer approved Physician. A pre-employment drug screening test is in accordance with the Smith County Sheriff's Office intent and commitment to provide a drug-free workplace.

This list of functions, duties, responsibilities and skills is intended to describe the general nature and level of work being performed by this position. This list is not intended to be an exhaustive list of all responsibilities and duties of personnel so classified. The employer reserves the right to assign additional functions and responsibilities as deemed necessary.

Smith County Salary Plan - Adopted FY27
Law Enforcement (Deputy) Pay Scale
Effective 10/4/2026

Position	Payroll Scale	Payroll Range	FY27 Adopted Salary Plan			
			STEP 1 (Non degreed)	STEP 2 (Associates Degree)	STEP 3 (Bachelors Degree or Higher)	
Public Information Officer	LE	910	$ 93,000	$ 94,000	$ 95,500	modification requested 10/20/2026

Supplementary Information:

Public Information Officer

Smith County continues to grow and the requests for information by the Public consisting of Investigations, or Public Information Tips has greatly increased.

The State has added mandates. According to the new requirement from Texas Government Code 418.333, PIOs must complete mandated training and obtain certification through Texas Division of Emergency Management (TDEM) within 90 days of assuming duties. Currently the PIO is a part-time position, but with the increase in requests and the mandated training, the need for a full-time Public Information Officer is requested.

Fiscal impact of 1 PIO is $87,476

10.560

Source: *Sheriff's Office Fiscal Year 2027 Budget Presentation PowerPoint Slide 5— Uploaded to Commissioners Court Shared Drive on 7/21/2026.*

Quotes from Transcripts:

Date: 08/17/2026

01:10:02.359 --> 01:10:06.091
that out. Sure, I, I can if that'd be easier, I can read through and then we can

01:10:06.091 --> 01:10:11.052
discuss, um, and then the other thing I'd like to point out is some constables or

01:10:11.083 --> 01:10:15.629
there, they'll be similar positions, but the amount will be slightly different, and

01:10:15.629 --> 01:10:19.629
it's because if, if they wanted a specific piece of equipment associated with the

01:10:19.629 --> 01:10:23.589
hire, it can kind of change the number a little bit because this is the total package

01:10:23.589 --> 01:10:30.031
cost.

Source: *Commissioners Court Live Meeting Transcript 8-17-2026, Timestamp 01:10:02.*

Date: 08/25/2026

01:33:12.589 --> 01:33:18.099
what we're adding in, right? Correct, correct. OK, I'm fine with that. OK. And then,

01:33:19.033 --> 01:33:25.099
uh, let's see where that one, I think, uh, 01 of the issues that popped up the other

01:33:25.099 --> 01:33:32.043
day, and Commissioner Moore suggested this, and, and, um, I think we rejected it,

01:33:32.549 --> 01:33:40.052
but, but, Um, I went back and spoke with SO, and they are for adding the FOIA officer

01:33:40.052 --> 01:33:47.149
along with the, uh, PIO. So have a PIO, but, but put the FOIA duties within that

01:33:47.149 --> 01:33:54.006
officer. And so then that would scratch the FOIA position, but add the PIO officer.

01:33:54.062 --> 01:33:59.029
And I think that's, can we ask the sheriff a couple of questions about that, Sheriff?

01:33:59.047 --> 01:34:03.066
How are you gonna make that work? If you have the one, but you're cutting the other,

01:34:03.007 --> 01:34:07.799
you're just going to merge all those responsibilities under that one position. Is

01:34:07.799 --> 01:34:12.058
that doable? I believe it's doable. What I'm going to do is, uh, go to all the support

01:34:12.058 --> 01:34:18.097
staff, uh, at the EOC, the main office here, the jail, all the support staff, and

01:34:18.097 --> 01:34:23.062
reevaluate which one of those can contribute to those duties, uh, to make sure that

01:34:23.062 --> 01:34:28.569
we. Uh, get our, uh, public information requested within the 10-day requirement.

01:34:28.093 --> 01:34:33.008
Oh, I can suggest it. I just wanna make sure you're OK with it. I'm good with it.

01:34:33.027 --> 01:34:38.609
OK, thank you. I, I have a quick question for you, Sheriff. Um, last week, I don't

01:34:38.609 --> 01:34:42.083
think you were in the room whenever Commissioner Moore mentioned that you already

01:34:42.083 --> 01:34:49.008
have 3 PIOs over there. Can you clarify for me? I might have 3. I don't, I don't

01:34:49.008 --> 01:34:53.439
think I said 3. I think you have multiple people serving in the role, right? I don't

01:34:53.439 --> 01:34:58.839
even have 1 full-time PIO. I have people that do multiple duties that I utilize as

01:34:58.839 --> 01:35:06.072
a PIO, so 3 of them are operating as part-time PIOs. Available PIO. I was just trying

01:35:06.072 --> 01:35:10.959
to understand what Commissioner Moore said last week. All I can talk about is what

01:35:10.959 --> 01:35:16.899
I said. And so it's, so you do or you don't have three employees that handle PIO.

01:35:17.004 --> 01:35:21.279
That's all I'm trying to. I handle PIO. Uh, I've got two other, two additional that

01:35:21.279 --> 01:35:26.079
do that as well, uh, Larry Christian and. Uh, Clayton Taylor, the sergeant in CID,

01:35:26.979 --> 01:35:32.879
are doing those duties now, and now it's changed because TCO requires certain requirements

01:35:33.018 --> 01:35:36.979
and training and everything for, for PIO. That's what's changed tremendously this

01:35:36.979 --> 01:35:41.001
year. Uh, you can't just get up and start talking on behalf of the sheriff's office.

01:35:41.014 --> 01:35:45.005
You have to go through the training, everything, and that's a TCOle requirement.

01:35:47.189 --> 01:35:54.919
OK. Thanks, Sheriff. All right, uh, the other position, um, After

01:35:54.919 --> 01:35:59.399
speaking with uh Chief Jackson and meeting with Don Bell at the same time, we talked

01:35:59.399 --> 01:36:03.006
about the IT tech, uh, position. So do we want to talk about whether we're gonna

01:36:03.006 --> 01:36:07.959
do that or not? Do what now? Do we need to say whether we're gonna do the PIO or

01:36:07.959 --> 01:36:15.899
not? Oh. I think the vote was. Is everybody OK in favor of it. All right,

01:36:16.002 --> 01:36:21.319
then the IT tech, um, I'm gonna be a no on the PIO this year. OK. I don't, I don't

01:36:21.319 --> 01:36:27.069
think that's necessary at this time. OK, what about the PO commissioner? What are

01:36:27.069 --> 01:36:31.099
your thoughts? Uh, I spoke to sheriff as well as the chiefs. His intent for the position

01:36:31.099 --> 01:36:36.006
is, uh, gonna be broader and wants to bring additional communication to the public,

01:36:36.419 --> 01:36:40.079
uh, in other forms. Uh, we had a really good conversation about it and the elimination

01:36:40.079 --> 01:36:45.979
of the other position. Uh, I, I think it'd be good for the sheriff's office to have

01:36:45.979 --> 01:36:49.043
someone dedicated to that and not juggling three or four other responsibilities.

01:36:49.959 --> 01:36:55.089
I agree. All right, we know where Commissioner Moore stands, and I agree. All right.

Source: *Commissioners Court Live Meeting Transcript 8-25-2026, Timestamp 01:33:12*

8

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/19/2026	**Submitted by:** KAREN NELSON
Meeting Date: 10/27/2026	**Department:** ROAD & BRIDGE

Item Requested is: ☑ **For Action/Consideration** ☐ **For Discussion/Report**

Title: PLAT

Agenda Category:
- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Consider and take necessary action to authorize the County Judge to sign the:
a. Final Plat for the Viticus Capital LLC Subdivision, Precinct 2

Background: See attached.

Financial and Operational Impact:

Attachments: **Yes** ☑ **No** ☐

Is a Budget Amendment Necessary? **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☑ **No** ☐

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

Subdivision Name: Viticus Capital, LLC Subdivision

Adjacent Road: State Highway 64

Developer: Joseph Musso Phone: 432-215-8836

email: joe@bviusa.com Fax: _____

Surveyor: Stanger Surveying Phone: 903-534-0174

email: connor@stangercorp.com 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)		10-16-24 KN	
	Plat Fee	$25	$100	$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		10-16-24 KN ✓	
	Designated Rep. (Pledger) Clearance Letter	*See notes below*	10-16-24 KN ✓	
	Tax Certificate		10-16-24 KN ✓	
	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

TAX CERTIFICATE FOR ACCOUNT : [redacted]

AD NUMBER[redacted]
GF NUMBER:
CERTIFICATE NO : [redacted]

DATE : 10/16/2026
FEE : $10.00

PROPERTY DESCRIPTION
CHEY-LE LOT 1 UNREC SUBD

COLLECTING AGENCY
Gary B. Barber
Smith County Tax Office
P.O. Box 2011
Tyler TX 75710-2011

[redacted]
1.501 ACRES

REQUESTED BY
stanger surveying

1595 e grande blvd
tyler TX 75703

PROPERTY OWNER
VITICUS CAPITAL LLC

[redacted]
KERMIT TX 79745

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:	48,331	IMPROVEMENT :	160,784
AG LAND VALUE:	0	DEF HOMESTEAD:	0
APPRAISED VALUE:	209,115	LIMITED VALUE:	0

EXEMPTIONS: General Homestead, Optional Homestead, Over 65
LAWSUITS:

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2025	ARP I.S.D.	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
						2025 SUB TOTAL	$0.00

TOTAL CERTIFIED TAX DUE 10/2026 : **$0.00**

ISSUED TO : stanger surveying
ACCOUNT NUMBER: [redacted]

CERTIFIED BY : _____ . SMITH COUNTY

COUNTY OF SMITH ASSESSOR & COLLECTOR OF TAX

TAX CERTIFICATE FOR ACCOUNT : [redacted]
AD NUMBER: [redacted]
GF NUMBER:
CERTIFICATE NO : [redacted]

DATE : 10/16/2026
FEE : $10.00

COLLECTING AGENCY
Gary B. Barber
Smith County Tax Office
P.O. Box 2011
Tyler TX 75710-2011

PROPERTY DESCRIPTION
CHEY-LE LOT 1A (PT 3.338AC/ SE
E A-510 TR 8A) PT 3.699AC -.3
61AC R/W= 3.338AC NET TOTAL UN
REC SUBD
[redacted]
1.5 ACRES

REQUESTED BY
stanger surveying

1595 e grande blvd
tyler TX 75703

PROPERTY OWNER
VITICUS CAPITAL LLC

[redacted]
ARP TX 75750

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.

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CURRENT VALUES

LAND MKT VALUE:	35,458	IMPROVEMENT :	0
AG LAND VALUE:	0	DEF HOMESTEAD:	0
APPRAISED VALUE:	35,458	LIMITED VALUE:	0

EXEMPTIONS:
LAWSUITS:

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2025	ARP I.S.D.	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
						2025 SUB TOTAL	$0.00

TOTAL CERTIFIED TAX DUE 10/2026 : **$0.00**

ISSUED TO : stanger surveying
ACCOUNT NUMBER: [redacted]

CERTIFIED BY : Kinsie Burden , SMITH COUNTY

COUNTY OF SMITH ASSESSOR & COLLECTOR OF TAX

TAX CERTIFICATE FOR ACCOUNT : [redacted]
AD NUMBER: [redacted]
GF NUMBER:
CERTIFICATE NO : [redacted]

DATE : 10/16/2026
FEE : $10.00

COLLECTING AGENCY
Gary B. Barber
Smith County Tax Office
P.O. Box 2011
Tyler TX 75710-2011

REQUESTED BY
stanger surveying

1595 e grande blvd
tyler TX 75703

PROPERTY DESCRIPTION
ABST A0510 M JONES TRACT 8A (P
T 3.338AC/ SEE CHEY-LE LOT 1B)
PT 3.699AC -.361AC R/W= 3.33
8AC NET TOTAL
[redacted]
0.618 ACRES

PROPERTY OWNER
VITICUS CAPITAL LLC

[redacted]
ARP TX 75750

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.

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CURRENT VALUES

LAND MKT VALUE:	21,321	IMPROVEMENT :	3,900
AG LAND VALUE:	0	DEF HOMESTEAD:	0
APPRAISED VALUE:	25,221	LIMITED VALUE:	0
EXEMPTIONS:			
LAWSUITS:			

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2025	ARP I.S.D.	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
						2025 SUB TOTAL	$0.00

TOTAL CERTIFIED TAX DUE 10/2026 : **$0.00**

ISSUED TO : stanger surveying
ACCOUNT NUMBER: [redacted]

CERTIFIED BY : Kingie Bush , SMITH COUNTY

COUNTY OF SMITH ASSESSOR & COLLECTOR OF TAX * STATE OF TEXAS

TAX CERTIFICATE FOR ACCOUNT : [redacted]

AD NUMBER: [redacted]
GF NUMBER:
CERTIFICATE NO : [redacted]

DATE : 10/16/2026
FEE : $10.00

COLLECTING AGENCY
Gary B. Barber
Smith County Tax Office
P.O. Box 2011
Tyler TX 75710-2011

PROPERTY DESCRIPTION
CHEY-LE LOT 1B (PT 3.338AC NET / SEE LOT 1A) PT 3.699AC -.36 1AC R/W= 3.338AC NET TOTAL UNR EC SUBD
[redacted]
1.22 ACRES

REQUESTED BY
stanger surveying

1595 e grande blvd
tyler TX 75703

PROPERTY OWNER
VITICUS CAPITAL LLC

[redacted]
ARP TX 75750

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.

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CURRENT VALUES

LAND MKT VALUE:	43,992	IMPROVEMENT :	0
AG LAND VALUE:	0	DEF HOMESTEAD:	0
APPRAISED VALUE:	43,992	LIMITED VALUE:	0

EXEMPTIONS:
LAWSUITS:

YEAR	TAX UNIT	LEVY	PEN	INT	DEF INT	ATTY	AMOUNT DUE
2025	ARP I.S.D.	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH CO EMER SERV#2	0.00	0.00	0.00	0.00	0.00	0.00
2025	SMITH COUNTY	0.00	0.00	0.00	0.00	0.00	0.00
						2025 SUB TOTAL	$0.00

TOTAL CERTIFIED TAX DUE 10/2026 : **$0.00**

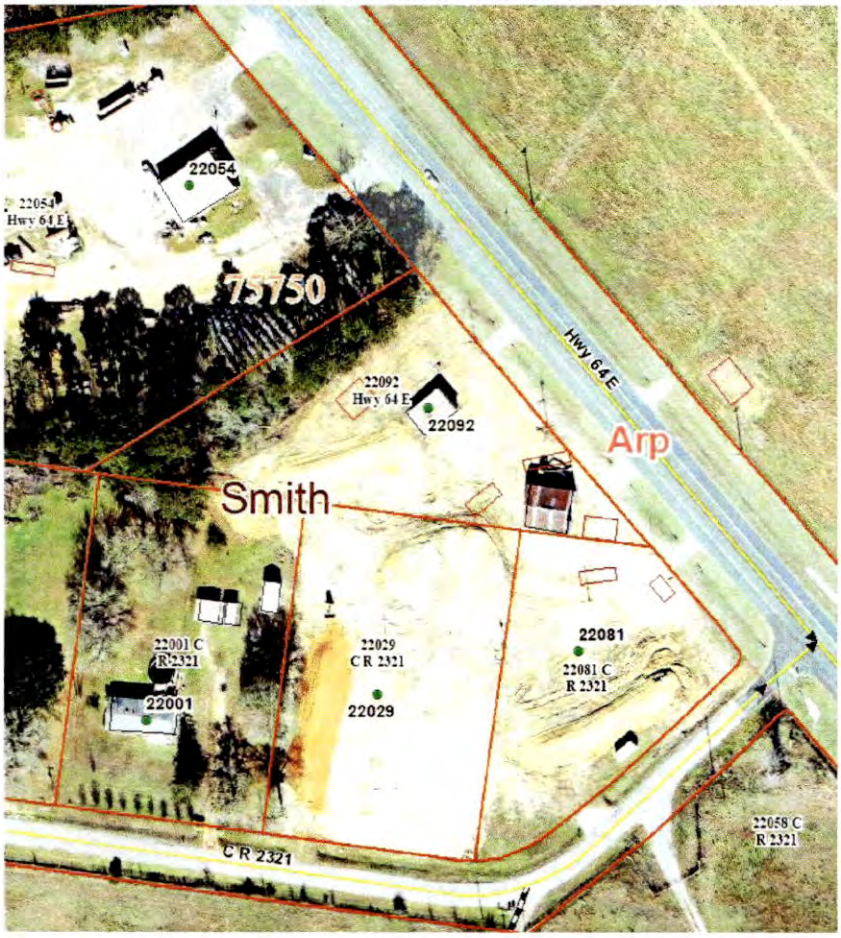
ISSUED TO : stanger surveying
ACCOUNT NUMBER: [redacted]

CERTIFIED BY : Kimberly Butler , SMITH COUNTY

COUNTY OF SMITH ASSESSOR & COLLECTOR OF TAX * STATE

SC 911 EMERGENCY COMMUNICATIONS DISTRICT SMITH COUNTY, TEXAS	Smith County 911 Communications District 205 Shelley Dr Tyler, TX 75701 (903) 566-8911	**PLAT, SUBDIVISION & STREET NAME REVIEW** **09-24-2026** Reviewed By: Kim Wheeler, GIS Coordinator

Viticus Capital, LLC Subdivision- SC 911 Addressing, no conflicts, the MH will keep it's address of [redacted], the Metal building will keep it's address of 22092 Hwy 64 E. 22029 and 22081 C R 2321 will be marked historical.



RTS
ENVIRONMENTAL, LLC
- **Phone: 903-630-4234**
- **Address: 3800 Paluxy Dr. Tyler, Texas Suite 230**
- **Email: Smithcountyossf@yahoo.com**

October 5, 2026

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

RE: **Viticus Capital, LLC**

Sir,

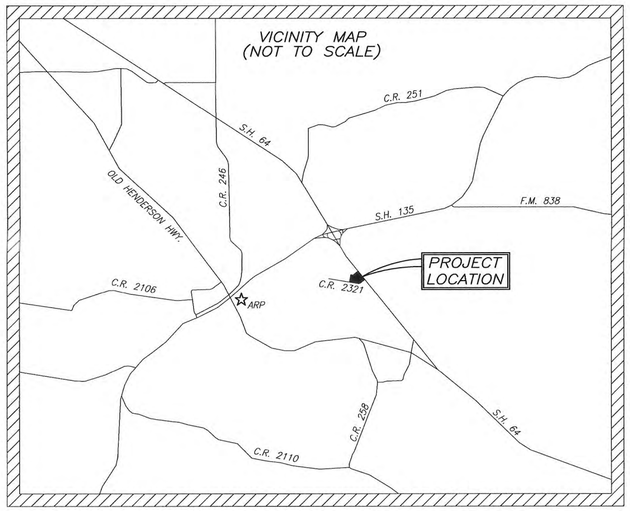
As required by Title 30 TAC Charter 285.4c (Review of Subdivision and Development Plans), **Conner Goode, agent for Viticus Capital, LLC** has submitted an application to this office seeking approval of development planning materials for **a 2-lot subdivision** located at [redacted], **Texas 75750** 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.

I have reviewed the information submitted by **Conner Goode, agent for Viticus Capital,** and his consultant Mr. **Thomas A. Boeker** an R.S. and have determined that the plan meets the requirements 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.

This letter constitutes approval of the On-Site Sewage Facility design and site evaluation only, in accordance with 30 TAC Chapter 285. It does not constitute final subdivision plat approval or authorization for construction of other development features. The subdivision plans remain subject to review and approval by Smith County Road and Bridge Department.

Robert Stanley
Robert Stanley
Designated Representative for Smith County





CALL: 8.7414 AC.
JERRY D. CALICUTT, SR.
VOL. 2659, PG. 652

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	159.09'	72.99'	72.35'	S 73°36'17" W	26°17'10"
C2	189.09'	92.99'	92.05'	S 73°33'55" W	28°10'32"
CALL:	189.09'	93.03'	92.09'	S 73°34'38" W	

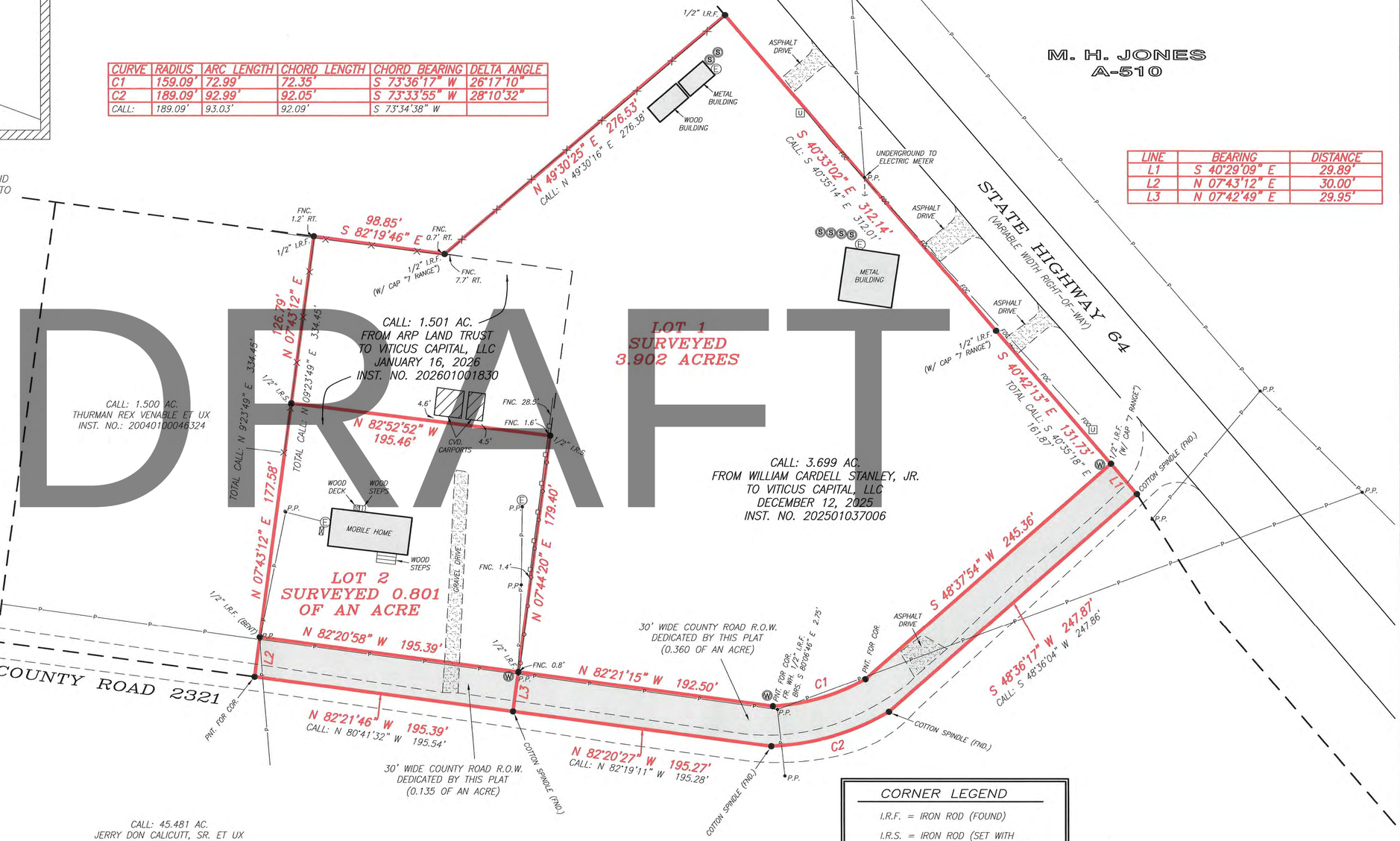
LINE	BEARING	DISTANCE
L1	S 40°29'09" E	29.89'
L2	N 07°43'12" E	30.00'
L3	N 07°42'49" E	29.95'

* NOTICE: SELLING A PORTION OF THIS ADDITION BY METES AND BOUNDS IS A VIOLATION OF CITY ORDINANCE AND STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.

* NOTE: BEARINGS WERE BASED ON THE TEXAS STATE PLANE COORDINATE SYSTEM, NORTH CENTRAL ZONE (N.A.D. 83), AS DERIVED FROM GPS OBSERVATIONS USING THE HxGN SMARTNET NORTH AMERICAN RTK NETWORK.

* NOTE: BY GEOGRAPHIC PLOTTING THE SUBJECT PROPERTY APPEARS TO BE WITHIN THE FLOOD ZONE X, OTHER AREAS, (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AS INDICATED ON FEDERAL EMERGENCY MANAGEMENT FLOOD MAPS, COMMUNITY MAP NUMBER 48423C0550C, DATED SEPTEMBER 26, 2008.

M. H. JONES
A-510



I, Joseph Muss, AM THE OWNER OF THE TRACT OF LAND SHOWN HEREON AND DO ACCEPT THIS AS ITS PLAN FOR THE SUBDIVISION INTO LOTS AND BLOCKS AND DO DEDICATE TO THE PUBLIC FOREVER THE STREETS, ALLEYS, AND EASEMENTS AS SHOWN. IT IS THE OWNER'S RESPONSIBILITY TO VERIFY EASEMENTS PRIOR TO CONSTRUCTING ANY IMPROVEMENTS.

BY: _____
OWNER

SUBSCRIBED AND SWORN TO BEFORE ME, A NOTARY PUBLIC,
IN AND FOR SMITH COUNTY, TEXAS,
THIS THE 15th DAY OF OCTOBER, 2026.

_____
NOTARY PUBLIC, STATE OF TEXAS

JOHN T. PHELPS, JR.
Notary Public, State of Texas
Comm. Expires 01-12-2028
Notary ID 134713149

I, R. S. NEALLY, REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THIS PLAT TO REFLECT AN ACTUAL SURVEY MADE ON THE GROUND UNDER MY SUPERVISION DURING THE MONTH OF AUGUST, 2026

GIVEN UNDER MY HAND AND SEAL, THIS THE 15TH DAY OF OCTOBER, 2026

_____
R. S. NEALLY
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS NO. 5385
TBPELS FIRM NO. 10025700

STATE OF TEXAS
REGISTERED
R.S. NEALLY
5385
PROFESSIONAL
LAND SURVEYOR

APPROVED BY THE COMMISSIONERS COURT OF SMITH COUNTY, TEXAS.

APPROVED THIS _____ DAY OF _____, 2026.

_____
COUNTY JUDGE

RECORDED IN CABINET, _____, SLIDE _____
OF THE PLAT RECORDS OF SMITH COUNTY, TEXAS.
THIS THE _____ DAY OF _____, 2026.

CALL: 45.481 AC.
JERRY DON CALICUTT, SR. ET UX
VOL. 3061, PG. 130

FINAL PLAT
SHOWING
VITICUS CAPITAL, LLC SUBDIVISION
M. H. JONES SURVEY, A-510
SMITH COUNTY, TEXAS
SCALE: 1" = 60'

0 60 120 180

DRAWN BY: C.R.G. CHECKED BY: R.S.N. FB/PG: 2566/26 JOB. NO: T260186_PLAT.DWG

CORNER LEGEND

I.R.F. = IRON ROD (FOUND)

I.R.S. = IRON ROD (SET WITH CAP MARKED "STANGER")

LEGEND

- BOUNDARY LINE
- ADJOINER LINE
- WIRE FENCE
- WOOD FENCE
- CHAIN LINK FENCE
- POWERLINE
- FOC — FIBER OPTICS (APPROX.)
- GUY ANCHOR
- (S) SEPTIC LID
- (W) WATER METER
- (E) ELECTRIC METER
- AIR CONDITIONER
- [U] UNDERGROUND CABLE PEDESTAL
- P.P. POWER POLE

PREPARED BY:
STANGER SURVEYING TYLER LLC
1595 E. Grande Blvd.
Tyler, Texas 75703
(903) 534-0174

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STANGER SURVEYING TYLER LLC
TYLER, TEXAS

9

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/19/2026	**Submitted by:** KAREN NELSON
Meeting Date: 10/27/2026	**Department:** ROAD & BRIDGE

Item Requested is: ☐ **For Action/Consideration** ☑ **For Discussion/Report**

Title: Utility Permits

Agenda Category:
- ○ **Briefing Session**
- ○ **Court Orders**
- ○ **Presentation**
- ◉ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Receive pipe and/or utility line installation request (notice only):
a. County Road 429, CenterPoint Energy Gas, install gas line for service, Precinct 4,
b. County Road 1148, CenterPoint Energy,install gas line for service, Precinct 4,
c. County Road 498, 497, 4101 and 4102, Oncor Electric, install and replace power poles, Precinct 3; and
d. County Road 1102, Entrust Solutions, install fiber optic cable and new pedestals, Precinct 4

Background: See attached.

Financial and Operational Impact:

Attachments: Yes ☑ No ☐	**Is a Budget Amendment Necessary?** Yes ☐ No ☑

Does Document Require Signature? Yes ☐ No ☑

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

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: Andrea Pickens — Date: 10/06/2026
Company Name *(if different)*: Centerpoint Energy Gas — Phone: 713-207-4246
Address: 1111 Louisiana St 1060 — Fax:
Houston, Tx 77002 — Zip:
24/7 Contact Name: Dispatch — Phone:
Contractor: — Phone:
Bonding Company: — Phone:
2. Franchise Holder: — Phone:
3. Franchise Contact: — Phone:
4. Location *(if applicable, length of installation in feet)*: 10595 County Rd 429
Propose to install 1"IP Pla Svc gas

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: We will utilize TCP

7. Proposed start date: 10/22/2026 Completion date: 01/22/2027

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, herby, 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 instillation 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_X_____

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 it 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: Andrea Pickens Date: 10/06/2026

Approved: 10/13/26
Smith County Road Administrator/Engineer

N

PERMITS REQUIRED FOR CONSTRUCTION

- ☐ NO PERMITS REQUIRED
- ☐ TXDOT
- ☐ CITY:
- ☑ COUNTY: SMITH
- ☐ FLOODCONTROL/DRAINAGE:
- ☐ RAILROAD:

GAS SERVICE COORDINATOR:

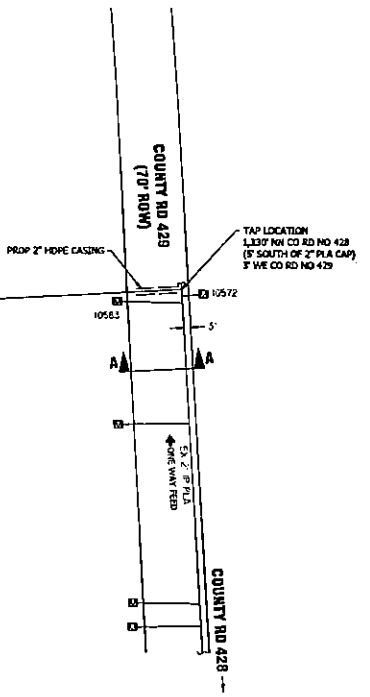
COORDINATE SERVICE LOCATION WITH MICHAEL MAUL AT 936-955-2256



VICINITY MAP

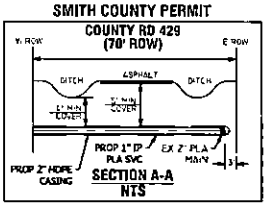
LEGEND

EXISTING MAIN		PROP IP PLA SVC	
PROP MAG ANODE		PROP Ip ZINC ANODE	
PROP TRANS STATION		PROP MARKER BALL	
PROP TEST POINT		PROP LINE MARKER	



10595 COUNTY ROAD 429
PROP 900' OF 1" IP PLA SVC
2600 EFV
WO#: 124761121

SMITH COUNTY PERMIT



GENERAL NOTES:

1. FIELD VERIFY & LOCATE ALL EXISTING FEEDS, MAINS & SERVICES.
2. MAINTAIN A MINIMUM DEPTH OF 3' UNLESS OTHERWISE NOTED.
3. USE GAUGES TO MONITOR & MAINTAIN FEEDS & PRESSURE.
4. CONTACT DESIGNER (TYLER CASEY AT 713-207-5019) WITH ANY NECESSARY FIELD CHANGES.
5. THIS PROJECT IS SUBJECT TO SEWER LATERAL INSPECTION TO VERIFY CLEARANCE, PER THE OPTIONS STATED IN THE CONSTRUCTION AND SERVICE MANUAL. ENGINEERING IHAS UNABLE TO VERIFY THE CLEARANCE WITH MAPS AND RECORDS.
6. TAKE NECESSARY PRECAUTIONS WHEN CUT, CAP & REMOVING STEEL MATERIAL, ASSUME ALL TAR WRAP PIPE CONTAINS ASBESTOS AND FOLLOW CONSTRUCTION AND SERVICE MANUAL PROCEDURES (SECTION: CS-4-1-.130) FOR REMOVAL OF PIPE AND GASKETS WITH ASBESTOS CONTAINING MATERIAL OR PRESUMED ASBESTOS CONTAINING MATERIAL.
7. FOR IP PIPE TEST PRESSURE AT 100 PSIG IN ACCORDANCE WITH SECTION CS-4-1.220 OF THE CONSTRUCTION & SERVICE MANUAL, MP LINE TEST PRESSURE AND DURATION ARE AS NOTED.
8. ALL SERVICE LINES MUST HAVE AN EFV OR CURB VALVE INSTALLED IN ACCORDANCE WITH SECTION CS-FORM 1.130 OF THE CONSTRUCTION AND SERVICE MANUAL AND EFV SIZING CHART. -CONTACT ENGINEERING FOR ADDITIONAL SIZING RECOMMENDATIONS.
9. COORDINATE CATHODIC PROTECTION WITH THE CORROSION DEPARTMENT (VINCENT PACHECO AT 713-967-7396) AND ENSURE CP DEPARTMENT IS ON SITE DURING CONSTRUCTION TO MAKE BONDS.
10. DIMENSION ALL TIE-IN LOCATIONS FROM ESTABLISHED RIGHT OF WAYS.
11. CRITERIA TO BE USED FOR TRACER WIRE SELECTION WHEN INSTALLING PLASTIC GAS LINES:
    A. USE #14 TRACER WIRE FOR ALL RESIDENTIAL SERVICE LINES.
    B. USE #14 TRACER WIRE FOR SHORT BORES UP TO 300' AND ALL OTHER NON-BORE INSTALLATIONS.
    C. USE #10 TRACER WIRE WITH ALL BORES LONGER THAN 300'.
    D. USE #8 TRACER WIRE AS NEEDED FOR LARGE BAYOU CROSSINGS AND OTHER EXTRAORDINARY SITUATIONS AND COMPLEX BORES. INSPECTOR APPROVAL REQUIRED PRIOR TO WORK.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING PIPELINE MARKERS PER NATURAL GAS OPERATIONS MANUAL, SECTION 5.4.

PIPE SUMMARY GENERIC

PIPE REQUIRED	
900'	1" PLA SERVICE IP - Intermediate Pressure WO#: 124761121
900'	TOTAL PIPE

DESIGNED BY: TYLER CASEY		DESIGN DATE: 05/07/2026	
ESTIMATED COST: $		CONSTRUCTION: $	
BID DATE:		CONSTRUCTION DATE:	
PURPOSE AND NECESSITY: TO SERVE 10595 COUNTY ROAD 429			

SURVEYED BY:	RECOMMENDED BY:	DATE:
DRAFTED BY:		
CHECKED BY:	APPROVED BY:	DATE

10595 COUNTY ROAD 429
TYLER, TEXAS

CenterPoint Energy

DWG NO: EC2-2661121

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: Oncor Electric — Date: 10/5/26
Company Name *(if different)*: — Phone: 888-313-6862
Address: 1616 Woodall Rodgers Fwy, Dallas, TX 75202 — Fax:
Zip:
24/7 Contact Name: Oncor Electric — Phone: 888-313-4747
Contractor: — Phone:
Bonding Company: — Phone:
2. Franchise Holder: — Phone:
3. Franchise Contact: — Phone:
4. Location *(if applicable, length of installation in feet)*: Start: 32.484470, -95.373000 End:32.506403, -95.359677
Approximately 12,500' INSTALL & REPLACE POWER POLES CR 498, CR 497, CR 4101 & CR 4102

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:

7. Proposed start date: 1/4/2027 Completion date: 4/1/2027

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, herby, 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 instillation 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 it 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: Jacob Rogers Date: 10/6/26

Approved: 10/14/26
Smith County Road Administrator/Engineer

WO 32581339 SHEET NO. 00

FOR PERMITTING USE ONLY

ONCOR ELECTRIC DELIVERY
PLAN ITEM: 2026NTYL005
SMITH COUNTY
GPS: 32.48444408°, -95.37308438°

SHEET INDEX	
SHEET #	CONTENTS
00	COVER PAGE
01	PLAN VIEW PAGE 1
02	PLAN VIEW PAGE 2
03	PLAN VIEW PAGE 3
04	PLAN VIEW PAGE 4
05	PLAN VIEW PAGE 5



LOCATION MAP
NOT TO SCALE

CR 498 (LEGION HILLS RD)
CR 497
CR 4101
CR 4102

Texas 811 — Know what's below. Call before you dig.

ONCOR

DWG TYPE: DWG	UNIT ID						
-	-	-	-	-	-	-	-
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NO.	DATE	REVISION DESCRIPTION	DRAWN	CH.	APP.	APP.
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LIST OF DRAWINGS

SCALE N.T.S.

ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTYL005 EXHIBIT COUNTY PERMIT PAGE 00 OF 05
WO 32581339

DATE	DWN. BM/CD	CH.	GB	ENG.	GB	APP.	RK	APP.	JR
09/23/2026									

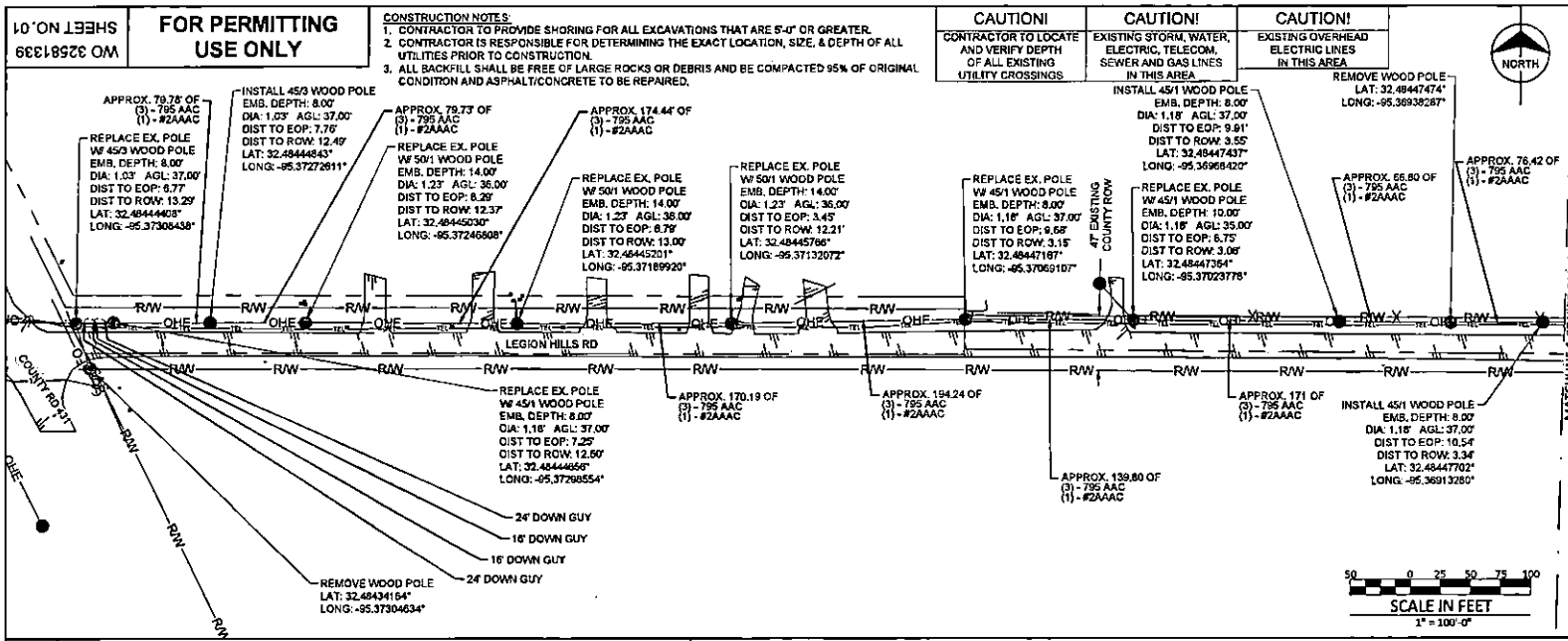
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SHEET NO. 00

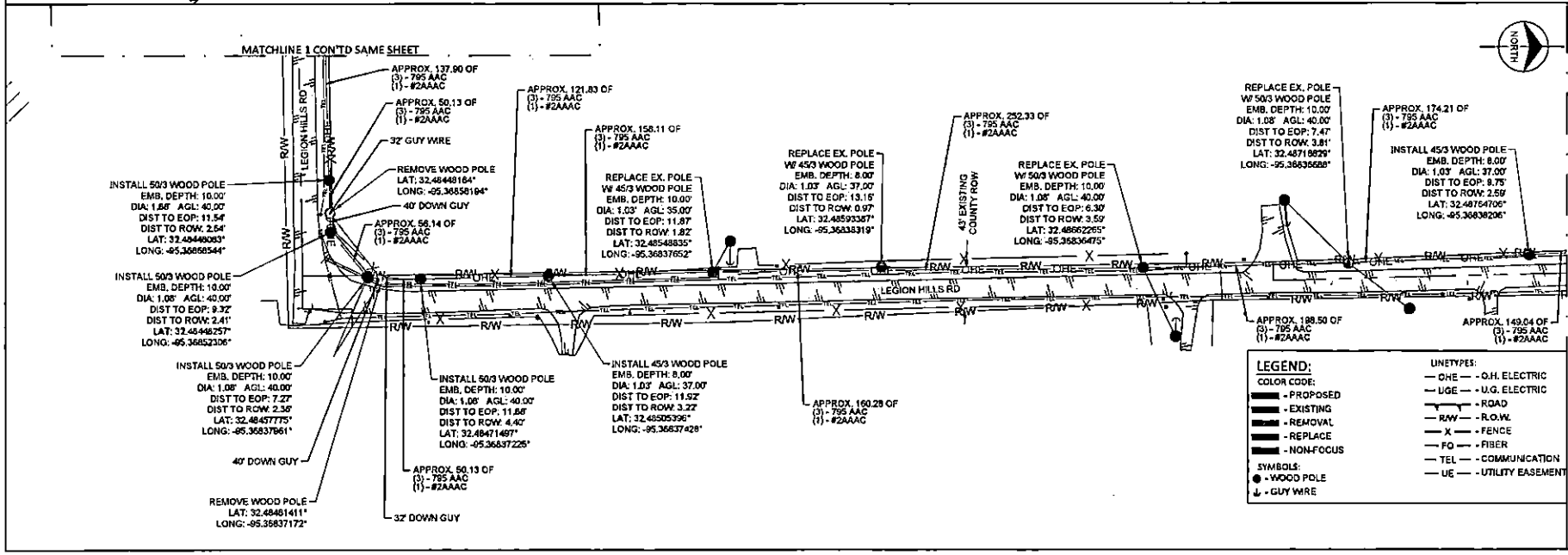
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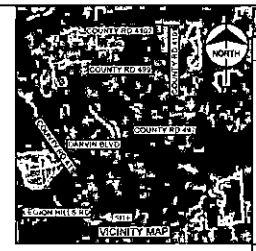
FOR PERMITTING USE ONLY

CONSTRUCTION NOTES:
1. CONTRACTOR TO PROVIDE SHORING FOR ALL EXCAVATIONS THAT ARE 5'-0" OR GREATER.
2. CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION, SIZE, & DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
3. ALL BACKFILL SHALL BE FREE OF LARGE ROCKS OR DEBRIS AND BE COMPACTED 95% OF ORIGINAL CONDITION AND ASPHALT/CONCRETE TO BE REPAIRED.

CAUTION!	CAUTION!	CAUTION!
CONTRACTOR TO LOCATE AND VERIFY DEPTH OF ALL EXISTING UTILITY CROSSINGS	EXISTING STORM, WATER, ELECTRIC, TELECOM, SEWER AND GAS LINES IN THIS AREA	EXISTING OVERHEAD ELECTRIC LINES IN THIS AREA







DATE	DWN.	BMCD	CH.	GB	ENG.	GB	APP.	RK	APP.	JR	W.O.	NO.	DATE	REVISION DESCRIPTION	DRAWN	CH.	APP.	APP.
09/23/2025											-	-	-	-	-	-	-	-

DWG TYPE: DWG UNIT ID

SCALE 1"=100'-0"

LIST OF DRAWINGS

ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTY1005 EXHIBIT COUNTY PERMIT PAGE 01 OF 05
WO 32581339

WO 32581339
SHEET NO. 01

WO 32581339
SHEET NO. 02

FOR PERMITTING USE ONLY

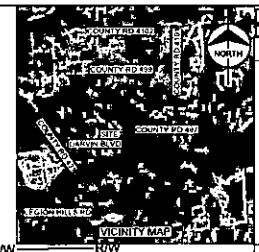
CONSTRUCTION NOTES:
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CAUTION! CONTRACTOR TO LOCATE AND VERIFY DEPTH OF ALL EXISTING UTILITY CROSSINGS

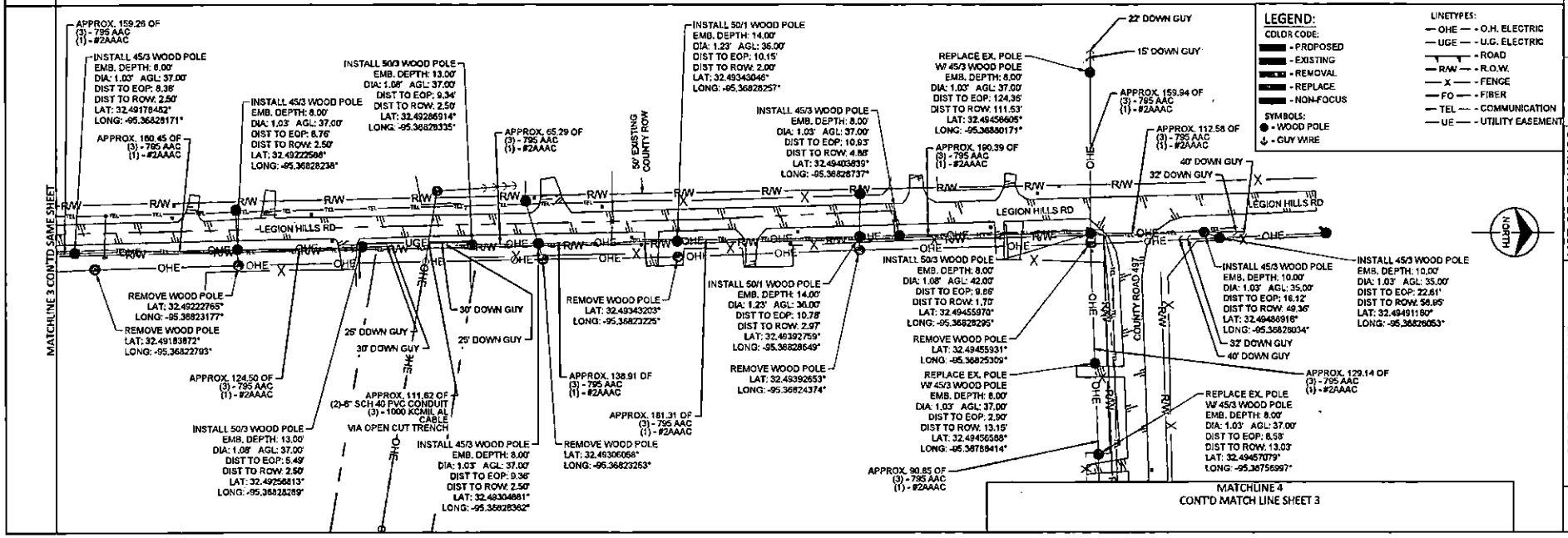
CAUTION! EXISTING STORM, WATER, ELECTRIC, TELECOM, SEWER AND GAS LINES IN THIS AREA

CAUTION! EXISTING OVERHEAD ELECTRIC LINES IN THIS AREA

Texas 811 — Dig Safe — Call Before You Dig



VICINITY MAP



LEGEND:

COLOR CODE:
- PROPOSED
- EXISTING
- REMOVAL
- REPLACE
- NON-FOCUS

SYMBOLS:
- WOOD POLE
- GUY WIRE

LINETYPES:
- OHE — O.H. ELECTRIC
- UGE — U.G. ELECTRIC
- ROAD
- R/W — R.O.W.
- X — FENCE
- FO — FIBER
- TEL — COMMUNICATION
- UE — UTILITY EASEMENT

LIST OF DRAWINGS

SCALE 1"=100'-0"

ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTYLCDS EXHIBIT COUNTY PERMIT PAGE 02 OF 05
WO 32581339

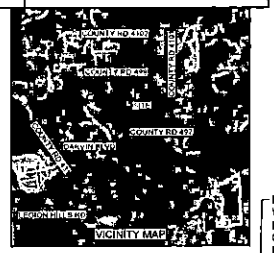
DATE	DWN.	CH.	GB	ENG.	APP.	RK	APP.	JR	W.O.	NO.	DATE	REVISION DESCRIPTION	DRAWN	CH.	APP.	APP.
05/22/2026	BMCD	CH.	GB	ENG.	APP.	RK	APP.	JR								

DWG TYPE: DWG UNIT ID

WO 32581339
SHEET NO. 02

SHEET NO. 03
WO 32581339

FOR PERMITTING USE ONLY



CONSTRUCTION NOTES:
1. CONTRACTOR TO PROVIDE SHORING FOR ALL EXCAVATIONS THAT ARE 5'-0" OR GREATER.
2. CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION, SIZE, & DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
3. ALL BACKFILL SHALL BE FREE OF LARGE ROCKS OR DEBRIS AND BE COMPACTED 95% OF ORIGINAL CONDITION AND ASPHALT/CONCRETE TO BE REPAIRED.

CAUTION!	CAUTION!	CAUTION!
CONTRACTOR TO LOCATE AND VERIFY DEPTH OF ALL EXISTING UTILITY CROSSINGS	EXISTING STORM, WATER, ELECTRIC, TELECOM, SEWER AND GAS LINES IN THIS AREA	EXISTING OVERHEAD ELECTRIC LINES IN THIS AREA

NORTH

SCALE IN FEET
50 0 25 50 75 100
1" = 100'-0"

MATCHLINE 5 CON'TD SAME SHEET

MATCHLINE 4 CON'TD MATCH LINE SHEET 3

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 31.92' DIST TO ROW: 9.40' LAT: 32.49538275° LONG: -95.36285773°

APPROX. 151.56 OF (3) - 795 AAC (1) - #2AAAC

INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 23.56' DIST TO ROW: 7.81' LAT: 32.49487684° LONG: -95.36361405°

APPROX. 66.86 OF (3) - 795 AAC (1) - #2AAAC

30' DOWN GUY

24' DOWN GUY

APPROX. 199.86 OF (3) - 795 AAC (1) - #2AAAC

REPLACE EX. POLE W/ 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 34.86' DIST TO ROW: 19.80' LAT: 32.49481444° LONG: -95.36476891°

APPROX. 119.47 OF (3) - 795 AAC (1) - #2AAAC

REPLACE EX. POLE W/ 50/1 WOOD POLE EMB. DEPTH: 11.00' DIA: 1.23" AGL: 39.00' DIST TO EOP: 8.32' DIST TO ROW: 24.73' LAT: 32.49456289° LONG: -95.36553379°

INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 33.06' DIST TO ROW: 21.03' LAT: 32.49457904° LONG: -95.36811562°

REPLACE EX. POLE W/ 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 30.56' DIST TO ROW: 17.55' LAT: 32.49457458° LONG: -95.36669959°

52' EXISTING COUNTY ROW

APPROX. 124.81 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 143.63 OF (3) - 795 AAC (1) - #2AAAC

COUNTY ROAD 497

INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 11.00' DIST TO ROW: 14.82' LAT: 32.49457312° LONG: -95.36710445°

APPROX. 180.00 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 179.43 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 110.21 OF (3) - 795 AAC (1) - #2AAAC

25' DOWN GUY

INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 36.76' DIST TO ROW: 22.24' LAT: 32.49459840° LONG: -95.36517359°

REPLACE EX. POLE W/ 45/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.03" AGL: 35.00' DIST TO EOP: 29.87' DIST TO ROW: 13.47' LAT: 32.49464480° LONG: -95.36429165°

APPROX. 182.31 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 200.00 OF (3) - 795 AAC (1) - #2AAAC

REMOVE WOOD POLE LAT: 32.49470614° LONG: -95.36300715°

INSTALL 50/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.06" AGL: 40.00' DIST TO EOP: 19.17' DIST TO ROW: 2.13' LAT: 32.49470797° LONG: -95.36296715°

32' DOWN GUY

25' DOWN GUY

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 19.04' DIST TO ROW: 2.56' LAT: 32.49486361° LONG: -95.36285148°

LEGEND:

COLOR CODE:
- PROPOSED
- EXISTING
- REMOVAL
- REPLACE
- NON-FOCUS

SYMBOLS:
- WOOD POLE
- GUY WIRE

LINETYPES:
- OHE — O.H. ELECTRIC
- UGE — U.G. ELECTRIC
- ROAD
- R/W — R.O.W.
- X — FENCE
- FO — FIBER
- TEL — COMMUNICATION

NORTH

MATCHLINE 5 CON'TD SAME SHEET

APPROX. 208.87 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 200.55 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 58.09 OF (3) - 795 AAC (1) - #2AAAC

17' DOWN GUY

15' DOWN GUY

50' EXISTING COUNTY ROW

APPROX. 195.38 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 112.02 OF (3) - 795 AAC (1) - #2AAAC

APPROX. 113.12 OF (3) - 795 AAC (1) - #2AAAC

COUNTY ROAD 4101

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 33.30' DIST TO ROW: 10.41' LAT: 32.49593658° LONG: -95.36285892°

INSTALL 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 18.45' DIST TO ROW: 1.90' LAT: 32.49648806° LONG: -95.36286323°

REPLACE EX. POLE W/ 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 21.40' DIST TO ROW: 0.00' LAT: 32.49664775° LONG: -95.36286328°

APPROX. 71.38 OF (3) - 795 AAC (1) - #2AAAC

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 32.69' DIST TO ROW: 9.13' LAT: 32.49684391° LONG: -95.36287079°

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 32.21' DIST TO ROW: 7.58' LAT: 32.49738128° LONG: -95.36286041°

INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03" AGL: 37.00' DIST TO EOP: 32.38' DIST TO ROW: 7.48' LAT: 32.49758910° LONG: -95.36286337°

REPLACE EX. POLE W/ 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18" AGL: 37.00' DIST TO EOP: 23.37' DIST TO ROW: 7.34' LAT: 32.49600015° LONG: -95.36286647°

APPROX. 191.19 OF (3) - 795 AAC (1) - #2AAAC

MATCHLINE 6 CON'TD MATCH LINE SHEET 4

Texas 811

ONCOR

DWG TYPE: DWG	UNIT ID							
NO.	DATE	REVISION DESCRIPTION	DRAWN	CH.	APP.			

LIST OF DRAWINGS

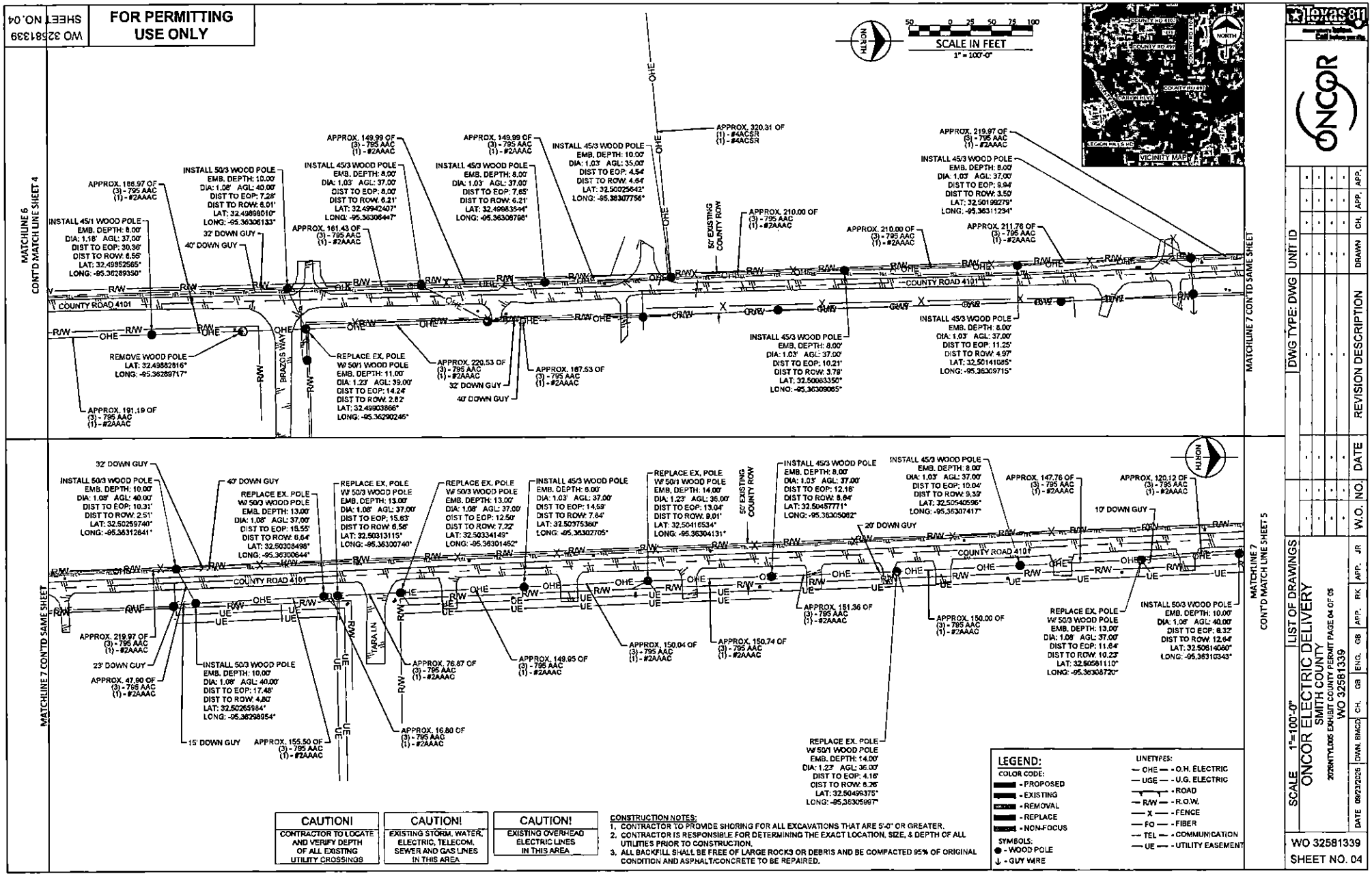
SCALE 1"=100'-0"

ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTYL005 EXHIBIT COUNTY PERMIT PAGE 03 OF 05
WO 32581339

W.O.	NO.	DATE	ENG.	GB	APP.	RK	APP.	JR

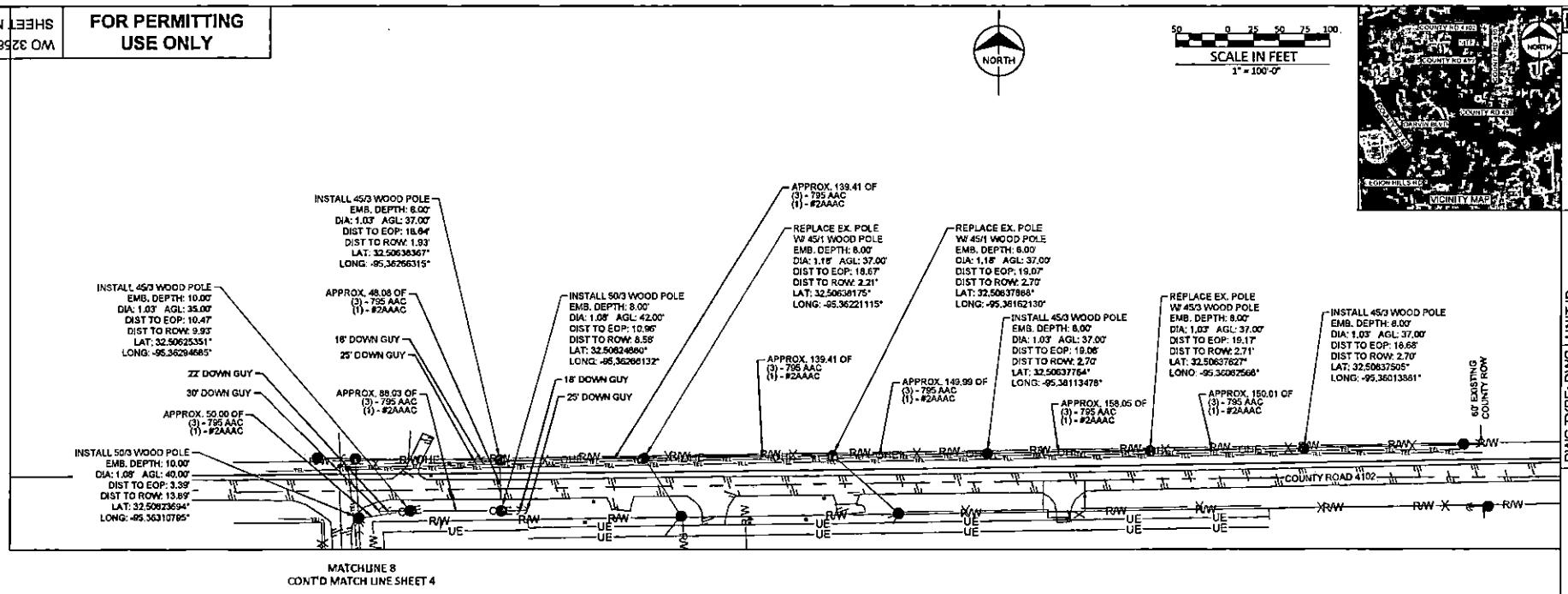
DATE	DWN. BMC	CH.	GB
09/23/2025			

WO 32581339
SHEET NO. 03


FOR PERMITTING USE ONLY
SHEET NO. 04
WO 32581339
SCALE IN FEET
1" = 100'-0"
VICINITY MAP
MATCHLINE 6 CONT'D MATCH LINE SHEET 4
MATCHLINE 7 CONT'D SAME SHEET
MATCHLINE 7 CONT'D MATCH LINE SHEET 5
COUNTY ROAD 4101
COUNTY ROAD 410
BRAZOS WAY
TARA LN
50' EXISTING COUNTY ROW
INSTALL 45/1 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.18' AGL: 37.00' DIST TO EOP: 30.36' DIST TO ROW: 6.55' LAT: 32.49852565° LONG: -95.36289350°
APPROX. 186.97 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 50/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.08' AGL: 40.00' DIST TO EOP: 7.28' DIST TO ROW: 8.01' LAT: 32.49898010° LONG: -95.36306133°
32' DOWN GUY
40' DOWN GUY
APPROX. 161.43 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 8.00' DIST TO ROW: 6.21' LAT: 32.49942407° LONG: -95.36306447°
APPROX. 149.99 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 7.65' DIST TO ROW: 6.21' LAT: 32.49963544° LONG: -95.36306786°
APPROX. 149.99 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 45/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.03' AGL: 35.00' DIST TO EOP: 4.54' DIST TO ROW: 4.64' LAT: 32.50025642° LONG: -95.36307756°
APPROX. 320.31 OF (1) - #4ACSR (1) - #4ACSR
APPROX. 210.00 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 210.00 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 211.76 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 219.97 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 9.94' DIST TO ROW: 3.50' LAT: 32.50199279° LONG: -95.36311294°
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 10.21' DIST TO ROW: 3.79' LAT: 32.50083350° LONG: -95.36309065°
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 11.25' DIST TO ROW: 4.97' LAT: 32.50141085° LONG: -95.36309715°
REMOVE WOOD POLE LAT: 32.49852616° LONG: -95.36289717°
APPROX. 191.19 OF (3) - 795 AAC (1) - #2AAAC
REPLACE EX. POLE W 50/1 WOOD POLE EMB. DEPTH: 11.00' DIA: 1.23' AGL: 39.00' DIST TO EOP: 14.24' DIST TO ROW: 2.82' LAT: 32.49903866° LONG: -95.36290246°
APPROX. 220.53 OF (3) - 795 AAC (1) - #2AAAC
32' DOWN GUY
40' DOWN GUY
APPROX. 187.53 OF (3) - 795 AAC (1) - #2AAAC
32' DOWN GUY
INSTALL 50/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.08' AGL: 40.00' DIST TO EOP: 10.31' DIST TO ROW: 2.51' LAT: 32.50259740° LONG: -95.36312641°
40' DOWN GUY
REPLACE EX. POLE W 50/3 WOOD POLE EMB. DEPTH: 13.00' DIA: 1.08' AGL: 37.00' DIST TO EOP: 15.55' DIST TO ROW: 8.64' LAT: 32.50308498° LONG: -95.36306644°
REPLACE EX. POLE W 50/3 WOOD POLE EMB. DEPTH: 13.00' DIA: 1.08' AGL: 37.00' DIST TO EOP: 15.63' DIST TO ROW: 6.56' LAT: 32.50313115° LONG: -95.36300740°
REPLACE EX. POLE W 50/3 WOOD POLE EMB. DEPTH: 13.00' DIA: 1.08' AGL: 37.00' DIST TO EOP: 12.50' DIST TO ROW: 7.22' LAT: 32.50334149° LONG: -95.36301462°
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 14.59' DIST TO ROW: 7.64' LAT: 32.50375360° LONG: -95.36302705°
REPLACE EX. POLE W 50/1 WOOD POLE EMB. DEPTH: 14.00' DIA: 1.23' AGL: 35.00' DIST TO EOP: 13.04' DIST TO ROW: 9.01' LAT: 32.50416534° LONG: -95.36304131°
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 12.16' DIST TO ROW: 8.64' LAT: 32.50457771° LONG: -95.36305082°
INSTALL 45/3 WOOD POLE EMB. DEPTH: 8.00' DIA: 1.03' AGL: 37.00' DIST TO EOP: 10.04' DIST TO ROW: 9.39' LAT: 32.50540596° LONG: -95.36307417°
APPROX. 147.76 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 120.12 OF (3) - 795 AAC (1) - #2AAAC
10' DOWN GUY
20' DOWN GUY
APPROX. 219.97 OF (3) - 795 AAC (1) - #2AAAC
23' DOWN GUY
APPROX. 47.90 OF (3) - 795 AAC (1) - #2AAAC
INSTALL 50/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.08' AGL: 40.00' DIST TO EOP: 17.48' DIST TO ROW: 4.80' LAT: 32.50265984° LONG: -95.36298954°
15' DOWN GUY
APPROX. 155.50 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 16.80 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 76.87 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 149.95 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 150.04 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 150.74 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 151.36 OF (3) - 795 AAC (1) - #2AAAC
APPROX. 150.00 OF (3) - 795 AAC (1) - #2AAAC
REPLACE EX. POLE W 50/3 WOOD POLE EMB. DEPTH: 13.00' DIA: 1.08' AGL: 37.00' DIST TO EOP: 11.64' DIST TO ROW: 10.23' LAT: 32.50581110° LONG: -95.36308720°
INSTALL 50/3 WOOD POLE EMB. DEPTH: 10.00' DIA: 1.08' AGL: 40.00' DIST TO EOP: 8.32' DIST TO ROW: 12.64' LAT: 32.50614060° LONG: -95.36310343°
REPLACE EX. POLE W 50/1 WOOD POLE EMB. DEPTH: 14.00' DIA: 1.23' AGL: 35.00' DIST TO EOP: 4.16' DIST TO ROW: 8.36' LAT: 32.50499375° LONG: -95.36305997°
CAUTION! CONTRACTOR TO LOCATE AND VERIFY DEPTH OF ALL EXISTING UTILITY CROSSINGS
CAUTION! EXISTING STORM, WATER, ELECTRIC, TELECOM, SEWER AND GAS LINES IN THIS AREA
CAUTION! EXISTING OVERHEAD ELECTRIC LINES IN THIS AREA
CONSTRUCTION NOTES:
1. CONTRACTOR TO PROVIDE SHORING FOR ALL EXCAVATIONS THAT ARE 5'-0" OR GREATER.
2. CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION, SIZE, & DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
3. ALL BACKFILL SHALL BE FREE OF LARGE ROCKS OR DEBRIS AND BE COMPACTED 95% OF ORIGINAL CONDITION AND ASPHALT/CONCRETE TO BE REPAIRED.
LEGEND:
COLOR CODE:
- PROPOSED
- EXISTING
- REMOVAL
- REPLACE
- NON-FOCUS
SYMBOLS:
- WOOD POLE
- GUY WIRE
LINETYPES:
- OHE - O.H. ELECTRIC
- UGE - U.G. ELECTRIC
- ROAD
- R/W - R.O.W.
- X - FENCE
- FO - FIBER
- TEL - COMMUNICATION
- UE - UTILITY EASEMENT
Texas 811
ONCOR
DWG TYPE: DWG
UNIT ID
DRAWN
CH.
APP.
REVISION DESCRIPTION
DATE
W.O. NO.
APP. JR
APP. RK
APP. GB
ENG. GB
CH. GB
DWN. BMCD
DATE 08/23/2026
LIST OF DRAWINGS
SCALE 1"=100'-0"
ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTYLOOS EXHIBIT COUNTY PERMIT PAGE 04 OF 05
WO 32581339
WO 32581339
SHEET NO. 04

SHEET NO. 05
WO 32581339

FOR PERMITTING USE ONLY



CONSTRUCTION NOTES:
1. CONTRACTOR TO PROVIDE SHORING FOR ALL EXCAVATIONS THAT ARE 5'-0" OR GREATER.
2. CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXACT LOCATION, SIZE, & DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
3. ALL BACKFILL SHALL BE FREE OF LARGE ROCKS OR DEBRIS AND BE COMPACTED 95% OF ORIGINAL CONDITION AND ASPHALT/CONCRETE TO BE REPAIRED.

CAUTION!	CAUTION!	CAUTION!
CONTRACTOR TO LOCATE AND VERIFY DEPTH OF ALL EXISTING UTILITY CROSSINGS	EXISTING STORM, WATER, ELECTRIC, TELECOM, SEWER AND GAS LINES IN THIS AREA	EXISTING OVERHEAD ELECTRIC LINES IN THIS AREA

LEGEND:

COLOR CODE:
- PROPOSED
- EXISTING
- REMOVAL
- REPLACE
- NON-FOCUS

SYMBOLS:
- WOOD POLE
- GUY WIRE

LINETYPES:
- OHE — O.H. ELECTRIC
- UGE — U.G. ELECTRIC
- ROAD
- R/W — R.O.W.
- X — FENCE
- FO — FIBER
- TEL — COMMUNICATION
- UE — UTILITY EASEMENT

DWG TYPE: DWG | UNIT ID

NO.	DATE	REVISION DESCRIPTION	DRAWN	CH.	APP.	APP.

W.O. | NO. | DATE | REVISION DESCRIPTION | DRAWN | CH. | APP. | APP.

LIST OF DRAWINGS

SCALE 1"=100'-0"

ONCOR ELECTRIC DELIVERY
SMITH COUNTY
2026NTY1005 EXHIBIT COUNTY PERMIT PAGE 05 OF 05
WO 32581339

DATE 09/22/2025 | DWN. SMCD | CH. GB | ENG. GS | APP. RK | APP. JR

WO 32581339
SHEET NO. 05

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: Jessie Logan with Entrust Solutions — Date: 10/7/2026

Company Name (*if different*): Spectrum — Phone: (210)477-0489

Address: 1922 Dry Creek Way, Suite 116 — Fax:

San Antonio, TX — Zip: 78259

24/7 Contact Name: Bradley Holland — Phone: (903)-348-6682

Contractor: Sunrise Telecom — Phone: (903)348-6682

Bonding Company: AMERISURE INSURANCE COMPANY — Phone: (847)463-7894

2. Franchise Holder: Spectrum — Phone: (214)869-7141

3. Franchise Contact: Glenn Valentine — Phone: (903)458-0409

4. Location *(if applicable, length of installation in feet):* Spectrum proposes to install fiber optic cable and new 2 new perdestals on ROW of Mekalip Rd CR 1120

From FM 2661 install pedestal & install 310' fiber optic cable UG using directional bore along ROW of Mekalip Rd, cross Mekalip install 40' fiber, install 310' fiber UG along Mekalip Rd NE

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:

TCP 2-2 One Lane Two way Control with yield signs

7. Proposed start date: 10/26/2026 Completion date: 12/30/2026

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, herby, 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 instillation 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 X_____

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 it 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.

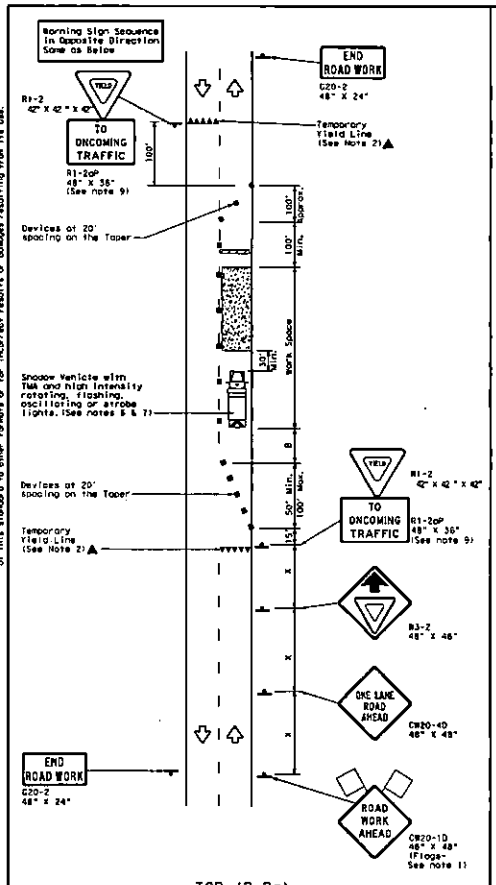
Applicants Signature: Jessie Logan Date: 10/7/2026

Spectrum Construction Coordinator II
Glenn Valentine
Work: 12148697141 Cell: 19034580409
Glenn.Valentine@spectrum.com
3302 W State Highway 243
Canton, TX 75103

Approved: Frank Davis 10/14/26
Smith County Road Administrator/Engineer

Contractor:
Sunrise Telecom
Bradley Holland
6910 I-20 Frontage Rd
Canton, TX 75103
903-348-6682
Bradley.Holland@Sunrisetele.com

Submitted by Jessie Logan of ENTRUST Solutions Group, 1922 Dry Creek Way, Ste 116, San Antonio, TX 78259 on behalf of Spectrum a Franchise Utility Company. Work will be performed by a Contractor along with Spectrum's Construction Coordinator
jlogan@entrustsol.com | 210-477-0489



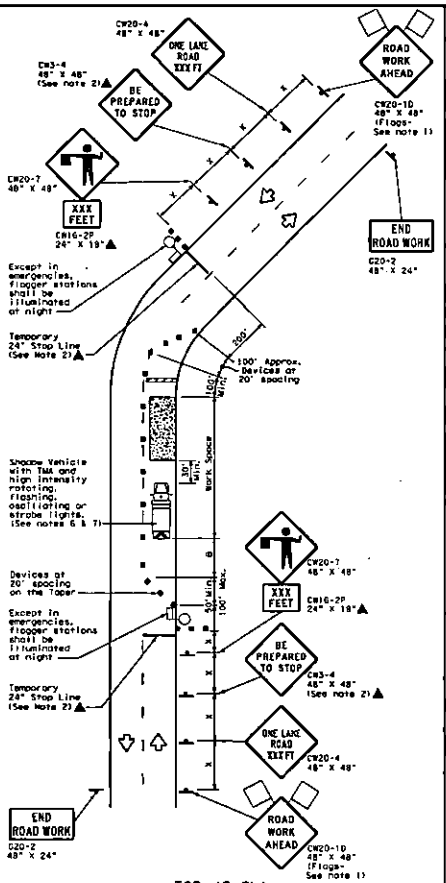
TCP (2-2a)

2-LANE ROADWAY WITHOUT PAVED SHOULDERS

ONE LANE TWO-WAY

CONTROL WITH YIELD SIGNS

(Less than 2000 ADT - See Note 9)



TCP (2-2b)

2-LANE ROADWAY WITHOUT PAVED SHOULDERS

ONE LANE TWO-WAY

CONTROL WITH FLAGGERS

LEGEND			
	Type 3 Barricade		Channelizing Devices
	Heavy Work Vehicle		Truck Mounted Attenuator (TMA)
	Trailer Mounted Flashing Arrow Board		Portable Changeable Message Sign (PCMS)
	Sign		Traffic Flow
	Flag		Flagger

Posted Speed *	Formula	Minimum Desirable Taper Lengths ** 10' Offset	11' Offset	12' Offset	Suggested Maximum Spacing of Channelizing Devices On a Taper	On a Tangent	Minimum Sign Spacing "X" Distance	Suggested Longitudinal Buffer Space "Y"	Stopping Sight Distance
30	L = WS² / 60	150'	165'	180'	30'	60'	120'	90'	200'
35		205'	225'	245'	35'	70'	160'	120'	250'
40		265'	295'	320'	40'	80'	240'	155'	305'
45		450'	495'	540'	45'	90'	320'	195'	360'
50	L = WS	500'	550'	600'	50'	100'	400'	240'	425'
55		550'	605'	660'	55'	110'	500'	295'	495'
60		600'	660'	720'	60'	120'	600'	350'	570'
65		650'	715'	780'	65'	130'	700'	410'	645'
70		700'	770'	840'	70'	140'	800'	475'	730'
75		750'	825'	900'	75'	150'	900'	540'	820'

* Conventional Roads Only

** Taper lengths have been rounded off.

L=Length of Taper(FT) W=Width of Offset(FT) S=Posted Speed(MPH)

TYPICAL USAGE				
MOBILE	SHORT DURATION	SHORT TERM STATIONARY	INTERMEDIATE TERM STATIONARY	LONG TERM STATIONARY
	✓	✓	✓	

GENERAL NOTES

1. Flags attached to signs where shown, are REQUIRED.
2. All traffic control devices illustrated are REQUIRED, except those denoted with the triangle symbol may be omitted when stated elsewhere in the plans, or for routine maintenance work, when approved by the Engineer.
3. The CW3-4 "BE PREPARED TO STOP" sign may be installed after the CW20-4 "ONE LANE ROAD XXX FT" sign, but proper sign spacing shall be maintained.
4. Flaggers should use two-way radios or other methods of communication to control traffic.
5. Length of work space should be based on the ability of flaggers to communicate.
6. A Shadow Vehicle with a TMA should be used anytime it can be positioned 30 to 100 feet in advance of the area of crew exposure without adversely affecting the performance or quality of the work. If workers are no longer present but road or work conditions require the traffic control to remain in place, Type 3 Barricades or other channelizing devices may be substituted for the Shadow Vehicle and TMA.
7. Additional Shadow Vehicles with TMAs may be positioned off the paved surface, next to those shown in order to protect a wider work space.

TCP (2-2a)

8. The R1-2 "YIELD" sign traffic control may be used on projects with approaches that have adequate sight distance. For projects in urban areas, work space should be no longer than one half city block. In rural areas, roadways with less than 2000 ADT, work space should be no longer than 400 feet.
9. The R1-2aP "YIELD TO ONCOMING TRAFFIC" sign shall be placed on a support at a 7 foot minimum mounting height.

TCP (2-2b)

10. Channelizing devices on the center line may be omitted when a pilot car is leading traffic and approved by the Engineer.
11. If the work space is located near a horizontal or vertical curve, the buffer distances should be increased in order to maintain stopping sight distance to the flagger and a queue of stopped vehicles. (See table above).
12. Flaggers should use 24" STOP/SLOW paddles to control traffic. Flags should be tied to to emergency situations.

Texas Department of Transportation

Traffic Operations Division Standard

TRAFFIC CONTROL PLAN
ONE-LANE TWO-WAY
TRAFFIC CONTROL

TCP (2-2)-18

FILE: tcp2-2-18.dgn	DN:	CK:	DW:	CK:
©TxDOT December 1985	CONT	SECT	JOB	HIGHWAY
REVISIONS 8-95 3-03 1-97 2-12 6-98 2-18	DIST	COUNTY		SHEET NO.

DISCLAIMER:
The use of this standard is governed by the "Texas Engineering Practice Act". No warranty of any kind is made by the Texas Department of Transportation for any purpose whatsoever. The Texas Department of Transportation assumes no responsibility for the use of this standard in other than its original form or for incorrect results or damages resulting from its use.

DATE:
FILE:

Charter
COMMUNICATIONS

July 27th, 2026

To Whom it May Concern:

On behalf of Spectrum Gulf Coast LLC, a Delaware limited liability company, (hereinafter "Spectrum"), I provide EN Engineering, LLC (hereinafter "Entrust") with this revocable, non-exclusive Letter of Authorization (hereinafter "LOA") authorizing Entrust, to act as Spectrum's agent for the limited purposes set forth herein.

Under this LOA, Spectrum allows Entrust revocable, non-exclusive access to submit permit applications and sign documents for the permits on behalf of Spectrum.

This LOA shall remain in effect until modified or rescinded in writing by Spectrum and such rescission is received by Entrust. The appointment of Entrust as Spectrum's agent for the purpose described herein does not in any manner preclude Spectrum from acting on its own behalf.

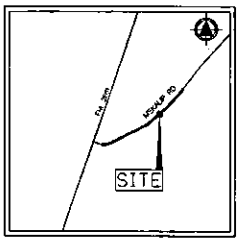
Thank you for your cooperation.

Sincerely,

VP Regional Construction
Spectrum Gulf Coast LLC


627395 00-6952957 TP
2661


Mekalip Rd
2661
1120
2661

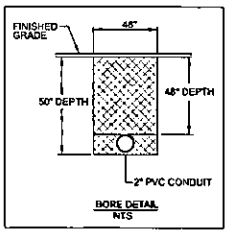


LOCATION MAP
NTS

NO FACILITIES OF COUNTY ROAD 1120 WERE MARKED IN FIELD, LOCATES WERE NOT MARKED.

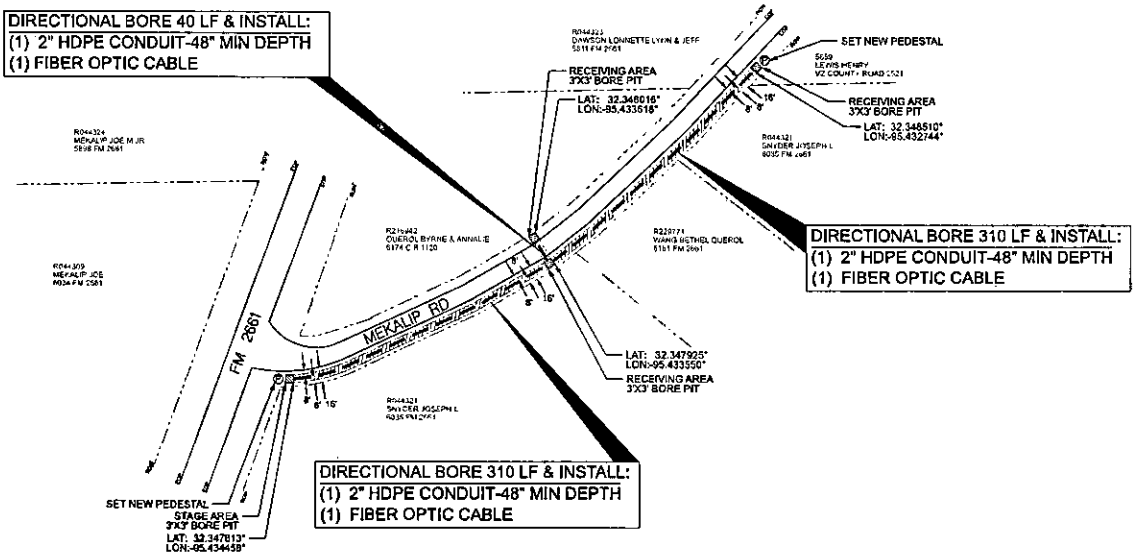
PROPOSED CONDUIT WILL CLEAR A MINIMUM OF 2" FROM ALL UNDERGROUND EXISTING UTILITIES AND DRAINAGE STRUCTURES FROM HORIZONTAL AND VERTICAL CLEARANCE

CALL BEFORE YOU DIG UNDERGROUND SERVICE (ALERT 48 HOURS NOTICE REQUIRED) CALL 1-800-344-8377



BORE DETAIL
NTS

DIRECTIONAL BORE 40 LF & INSTALL:
(1) 2" HDPE CONDUIT-48" MIN DEPTH
(1) FIBER OPTIC CABLE



THE INFORMATION AND GRAPHICS DEPICTED ON THIS SHEET HAVE BEEN PLOTTED FROM AVAILABLE RECORDS AND FIELD OBSERVATIONS BUT ARE NOT NECESSARILY EXACT. IT IS THE EXCAVATOR'S RESPONSIBILITY TO VERIFY AND FIELD LOCATE ALL UNDERGROUND OBSTRUCTIONS AND UTILITIES PRIOR TO EXCAVATION. COMPLETE REPAIR OF ANY AND ALL DAMAGES INCURRED SHALL BE AT THE EXPENSE OF THE EXCAVATOR.

Spectrum

PROJECT	RACOMA,MAY
LOCATION	6025 COUNTY ROAD 1120
DRAWN ENTRUST	DATE 09-21-2026
SCALE	NTS
APPLICATION	COUNTY UG
PROJ #	6952957
CITY	TYLER
PAGE	1 OF 1
APPROVED BY	JONOTHAN SKINNER

VAULT
3'X3' BORE PIT
PEDESTAL
STEEL POLE
TRANSFORMER POLE
POWER POLE

-W- WATER UTILITY
-G- NATURAL GAS UTILITY
-GR- GRANDE UTILITY
-T- TELEPHONE UTILITY
-E- ELECTRIC UTILITY
-SD- STROM DRAIN UTIL.
-SS- SANITARY SEWER UTIL.
-SC- EX. SPECTRUM CONDUIT
-UG- UNDERGROUND
-ROW- RIGHT OF WAY LINE
-EOP- EXISTING CURB EDGE OF PAVEMENT

LIMITS OF CONTRUCTION
RISER
NEW BUTLO
OVERLASH
PULL THROUGH CONDUIT
NEW UG TRENCH
NEW UG BORE

REVISIONS	
DATE	COMMENTS
---	ESR

PREPARED BY:

ENTRUST SOLUTIONS GROUP
A Lexdos Company

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: Andrea Pickens — Date: 10/05/2026
Company Name (*if different*): CenterPoint Energy — Phone: 713-207-4246
Address: 1111 Louisiana St, Ste 1060 — Fax:
Houston Texas — Zip: 77002
24/7 Contact Name: Dispatch — Phone:
Contractor: — Phone:
Bonding Company: — Phone:
2. Franchise Holder: — Phone:
3. Franchise Contact: — Phone:
4. Location *(if applicable, length of installation in feet):* 14614 County Rd 1148
Propose to install " 2 IP Pla , 1" IP Pla Svc gas see drawing
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: We will utilizeTCP see attachment

7. Proposed start date: 10/13/2026 Completion date: 1/13/2027

It is expressly understood that the SMITH COUNTY Commissioners Court does not purport, herby, 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 perf ormed 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 instillation 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__x____

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 it 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: Andrea Pickens Date: 10/05/2026

Approved: 10/13/26
Smith County Road Administrator/Engineer

RUSH PRIORITY	
PRIORITY 1	☐
PRIORITY 2	☐
NORMAL	☑

GAS STAKING

JOB NO:_____ BY:_____ DATE:_____
ESMTS. DED. BY:_____ ESMT. DOCUMENTS:_____
MONUMENTATION FND.:_____ PLAT DISTS. CHK.=D:_____
ESMTS. NEEDED AT:_____
NON-STD. STAKING:_____ REASON:_____

PERMITS REQUIRED FOR CONSTRUCTION

- ☐ NO PERMITS REQUIRED
- ☐ TXDOT
- ☐ CITY:_____
- ☑ COUNTY: SMITH
- ☐ FLOODCONTROL/DRAINAGE:_____
- ☐ RAILROAD:_____

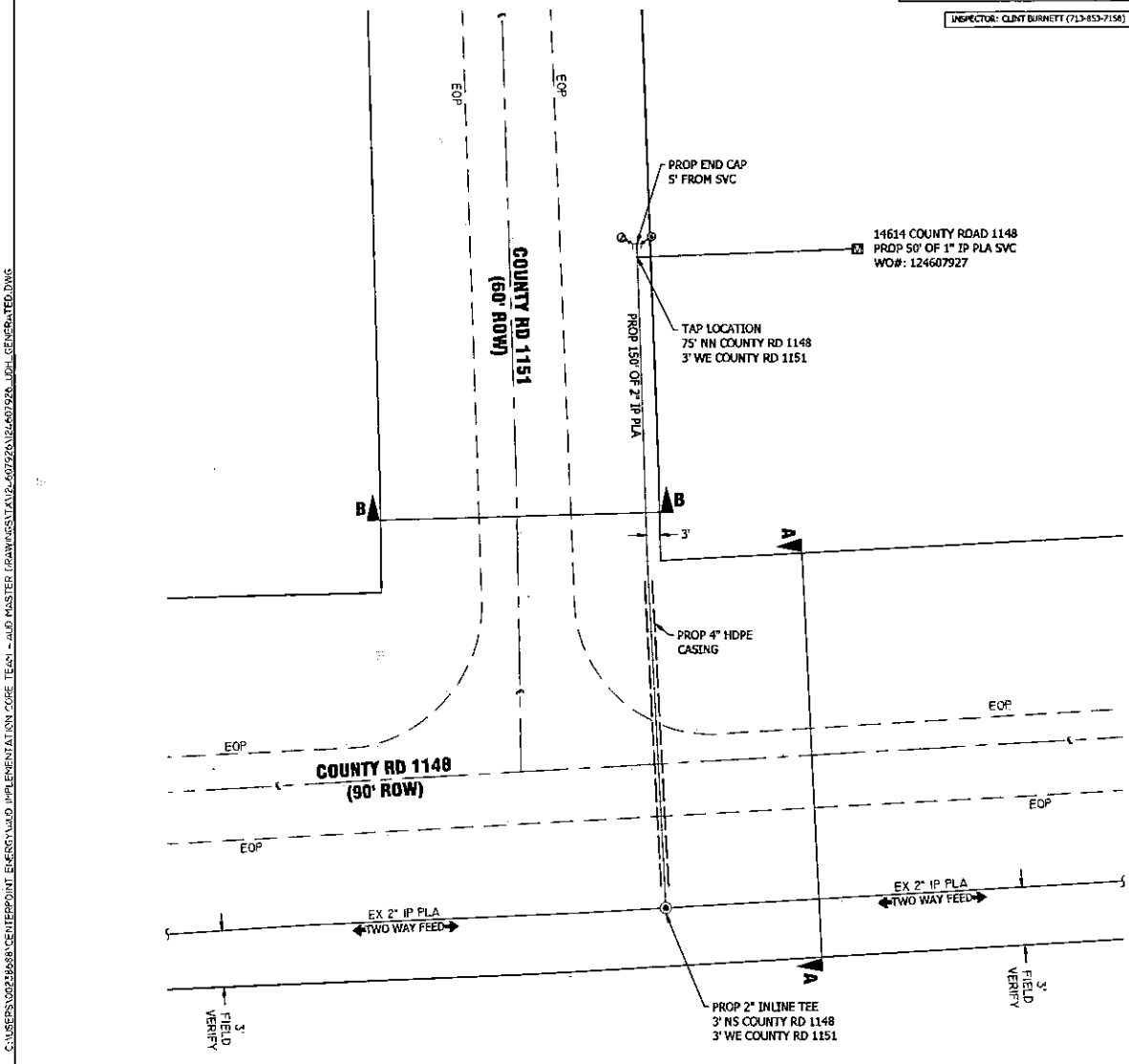
GAS SERVICE COORDINATOR:

COORDINATE SERVICE LOCATION WITH MICHAEL WALL AT 936-855-2356

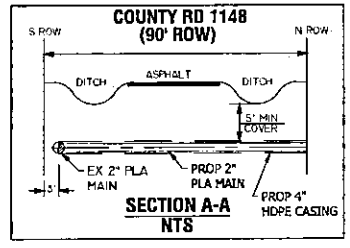
INSPECTOR: CLINT BURNETT (713-853-7158)

SMITH COUNTY NOTES:

1. CONTRACTOR TO CALL IN LOCATES THROUGH TEXAS EXCAVATION SAFETY SYSTEMS AND CITY UTILITIES (CONFIRMATION REQUIRED) A MINIMUM (2) DAYS PRIOR TO EXCAVATION. (1-800-344-8377)
2. ALL UTILITY CROSSINGS MUST HAVE DEPTH VERIFIED BY POTHOLING WITH SMITH COUNTY APPROVAL.
3. ALL DIRECTIONAL BORINGS SHALL HAVE THE LOCATOR PLACE BORE MARKS AND DEPTHS WHILE THE BORE IS IN PROGRESS. LOCATOR SHALL PLACE A MARK AT EACH STEM WITH A PAINT DOT AND DEPTH AT LEAST EVERY OTHER STEM.
4. 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.
5. CONTRACTOR MUST PICK UP CONSTRUCTION DEBRIS AND TRASH DAILY.
6. CONTRACTOR MUST STABILIZE DISTURBED AREAS IN ESTABLISHED LAWN AREAS WITH WHOLE BLOCK SOD. EROSION CONTROL MATTING AND/OR HYDRO-MULCH SEEDING AND FERTILIZING ARE PERMISSIBLE IN OTHER AREAS.
7. CONTRACTOR MUST PLACE LOCATE MARKER TAPE, MINIMUM 2" IN WIDTH, BURIED A MINIMUM OF TWELVE INCHES ABOVE SUCH LINES IN AREAS OF OPEN EXCAVATION.
8. NO LINES ARE TO BE INSTALLED UNDER OR WITHIN 50 FEET OF EITHER END OF A BRIDGE. NO LINES SHALL BE PLACED IN A CULVERT, OR WITHIN 10' OF THE CLOSEST POINT OF SAME.
9. PARALLEL LINES WILL BE INSTALLED AS NEAR THE RIGHT OF WAY BOUNDARY AS IS POSSIBLE, AND NO PARALLEL LINE WILL BE INSTALLED IN THE ROADBED, IN THE DITCH OR IN BETWEEN THE DRAINAGE DITCH AND ROADBED, WITHOUT SPECIAL PERMISSION OF THE COUNTY ENGINEER.
10. ALL VAULTS, HANDHOLES AND ABOVE GROUND BOXES MUST BE PLACED A MINIMUM OF 3 FEET OUTSIDE OF THE DITCH.
11. ALL VAULTS, HANDHOLES AND ABOVE GROUND BOXES MUST BE PLACED A MINIMUM OF 25 FEET AWAY FROM EDGE OF ANY DRIVEWAY.
12. OVERHEAD LINES WILL HAVE A MINIMUM CLEARANCE OF 18 FEET ABOVE THE ROAD SURFACE AT POINT OF CROSSING.
13. AT LEAST ONE HALF OF THE TRAVELED PORTION OF THE ROAD MUST BE OPEN TO TRAFFIC AT ALL TIMES.
14. SIGNS AND TRAFFIC CONTROLS SHALL COMPLY WITH THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, AS APPROVED BY TXDOT.
15. RESTORATION OF THE RIGHT OF WAY IS REQUIRED, AND SHALL BE COMPLETED WITHIN 30 DAYS OF THE COMPLETED WORK WITHIN THE RIGHT OF WAY.
16. 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.
17. FINAL INSPECTION: ALL PERMITS MUST HAVE A FINAL INSPECTION ONCE WORK IS COMPLETE. PLEASE CALL (903) 590-4801 TO SCHEDULE A FINAL INSPECTION.

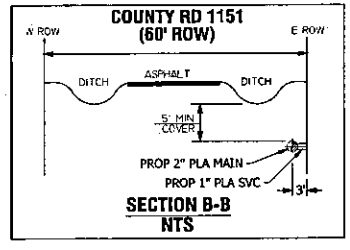


SMITH COUNTY PERMIT

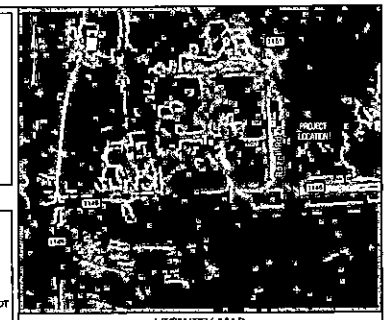


SECTION A-A
NTS

SMITH COUNTY PERMIT



SECTION B-B
NTS



VICINITY MAP

LEGEND

EXISTING MAIN		PROP 2" IP PLA, SDR 11.0 PE 2708	
PROP MAG ANODE		PROP IP PLA SVC	
PROP TRANS STATION		EDGE OF PAVEMENT	
PROP TEST POINT		PROP 5# ZINC ANODE	
GCO#: 88208		PROP MARKER BALL	
STAKING REQUEST#: 124607926		PROP LINE MARKER	

GENERAL NOTES:

1. FIELD VERIFY & LOCATE ALL EXISTING FEEDS, MAINS & SERVICES.
2. MAINTAIN A MINIMUM DEPTH OF 3' UNLESS OTHERWISE NOTED.
3. USE GAUGES TO MONITOR & MAINTAIN FEEDS & PRESSURE.
4. CONTACT DESIGNER (KAEGAN WALKER AT 832-333-4559) WITH ANY NECESSARY FIELD CHANGES.
5. THIS PROJECT IS SUBJECT TO SEWER LATERAL INSPECTION TO VERIFY CLEARANCE, PER THE OPTIONS STATED IN THE CONSTRUCTION AND SERVICE MANUAL. ENGINEERING WAS UNABLE TO VERIFY THE CLEARANCE WITH MAPS AND RECORDS.
6. TAKE NECESSARY PRECAUTIONS WHEN CUT, CAP & REMOVING STEEL MATERIAL. ASSUME ALL TAR WRAP PIPE CONTAINS ASBESTOS AND FOLLOW CONSTRUCTION AND SERVICE MANUAL PROCEDURES (SECTION: CS-8-1.330) FOR REMOVAL OF PIPE AND GASKETS WITH ASBESTOS CONTAINING MATERIAL OR PRESUMED ASBESTOS CONTAINING MATERIAL.
7. FOR IP PIPE TEST PRESSURE AT 100 PSIG IN ACCORDANCE WITH SECTION CS-8-1.220 OF THE CONSTRUCTION & SERVICE MANUAL. HP LINE TEST PRESSURE AND DURATION ARE AS NOTED.
8. ALL SERVICE LINES MUST HAVE AN EFV OR CURB VALVE INSTALLED IN ACCORDANCE WITH SECTION CS-FORM 1.150 OF THE CONSTRUCTION AND SERVICE MANUAL AND EFV SIZING CHART, •CONTACT ENGINEERING FOR ADDITIONAL SIZING RECOMMENDATIONS.
9. COORDINATE CATHODIC PROTECTION WITH THE CORROSION DEPARTMENT (ERIC EDDIN AT 936-591-2555) AND ENSURE CP DEPARTMENT IS ON SITE DURING CONSTRUCTION TO MAKE BONDS.
10. DIMENSION ALL TIE-IN LOCATIONS FROM ESTABLISHED RIGHT OF WAYS.
11. CRITERIA TO BE USED FOR TRACER WIRE SELECTION WHEN INSTALLING PLASTIC GAS LINES:
    A. USE #14 TRACER WIRE FOR ALL RESIDENTIAL SERVICE LINES.
    B. USE #14 TRACER WIRE FOR SHORT BORES UP TO 300' AND ALL OTHER NON-BORE INSTALLATIONS.
    C. USE #10 TRACER WIRE WITH ALL BORES LONGER THAN 300'.
    D. USE #8 TRACER WIRE AS NEEDED FOR LARGE BAYOU CROSSINGS AND OTHER EXTRAORDINARY SITUATIONS AND COMPLEX BORES.
    INSPECTOR APPROVAL REQUIRED PRIOR TO WORK.
12. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING PIPELINE MARKERS PER NATURAL GAS OPERATIONS MANUAL, SECTION 5.4.

DRAFTER: AN 10/1/26
CKR: RJO 10/1/26
ENGR:

PIPE SUMMARY GENERIC

PIPE REQUIRED
50' 1" PLA SERVICE IP - Intermediate Pressure WO#: 124607927
150' 2" PLA MAIN IP - Intermediate Pressure WO#: 124607926

200' TOTAL PIPE

DESIGNED BY: KAEGAN WALKER	832-333-4559
ESTIMATED COST: $	CONTRIBUTION: $
NEED DATE:	COMPLETION DATE:

PURPOSE AND NECESSITY: 2" IP PLA MAIN EXTENSION AND NEW 1" IP PLA SVC TO SERVE 14614 COUNTY ROAD 1148 IN TYLER, TX.

DRAWN BY: AN	RECOMMENDED BY:_____	DATE:_____
DATE: 10/01/2026		
SCALE: 1:20		
SHEET: 1 OF 1	APPROVED BY:_____	DATE:_____

P:\816010862

14614 COUNTY ROAD 1148
TYLER, TEXAS

CenterPoint Energy

DWG NO: EC2-2607926

10/1/2026 8:58:50 AM C:\USERS\00239668\CENTERPOINT ENERGY\LAND IMPLEMENTATION CORE TEAM - LAND MASTER DRAWINGS\TAVI\2-607926\124607926_UDHL_GENERATED.DWG

10

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/15/2026	**Submitted by:** Atonia Rawlings
Meeting Date: 10/27/2026	**Department:** Treasurer

Item Requested is: ☑ **For Action/Consideration** ☐ **For Discussion/Report**

Title: Monthly Treasurer's Report

Agenda Category:
- ◉ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Accept the Treasurer's September monthly report as received.

Background: September 2026 Monthly Report

Financial and Operational Impact:

Attachments: Yes ☑ No ☐	**Is a Budget Amendment Necessary?** Yes ☐ No ☑

Does Document Require Signature? Yes ☑ No ☐

Return Signed Documents to the following:	
Name: Atonia Rawlings	**Email:** arawlings@smith-county.com
Name: Gary Barber	**Email:** gbarber@smith-county.com
Name: Timothy Hollis	**Email:** thollis@smith-county.com
Name: Judge Neal Franklin	**Email:** nfranklin@smith-county.com

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

SMITH COUNTY

TREASURER'S MONTHLY REPORT

September 2026

SUBMITTED TO: COMMISSIONER'S COURT, SMITH COUNTY TEXAS

SUBMITTED DATE: OCTOBER 15th, 2026

PREPARED AND SUBMITTED BY:

ATONIA RAWLINGS,

SMITH COUNTY TREASURER

This report is made in accordance with Local Government Code: 114.026, Smith County Investment Policy, The Public Funds Investment Act which require monthly and quarterly reporting of investment transactions for county funds to the Commissioner's Court. The investments made in Smith County's portfolio comply with the Public Funds Investment Act and with the Smith County's Investment Policy and Strategies.

	CASH BALANCE 9/30/2026		
10	GENERAL	$	44,732,432.99
11	GRAFFITTI	$	232,104.49
12	COURTHOUSE SECURITY	$	1,292,139.50
13	DA SPECIAL	$	27,427.62
14/26/24/25	COURT IMPROVEMENT	$	83,702.47
16	LAW LIBRARY	$	262,869.59
17	LAW ENF SEIZURES	$	457,454.02
18	DA CRIME PREVEN	$	7,143.08
19	DA FED ASSET	$	60,006.34
20	DRUG FORFEITURES	$	286,171.37
21	CRIME VICTIMS	$	189,573.23
22	DA DRUG FORFEITURE	$	310,753.64
27	ANTI GANG	$	446,528.17
29	DPS SEIZURE	$	48,462.88
32	FINANCIAL CRIME	$	483,525.68
33	CH 19 ELECTIONS	$	36,386.60
35	DEA TASK FORCE	$	116,797.52
36/38	JAG CAMERA	$	15,470.75
40	ERO	$	1,365,869.84
42	LEOSE	$	111,423.77
43	JUD EDUCATION	$	46,223.97
44/52	TECH JUST/DIST CRT	$	585,414.90
45/73	FACILITY IMPROVEMENT	$	6,749,024.78
46	RECORDS MGT COUNTY CL	$	7,434,310.07
48	DIST CLERK TITLE IV-D	$	57,395.16
49	RECORDS MGT DIST CLRK	$	282,492.01
50	FORFEITURE INT	$	365,442.17
53	COMMISSARY FUND	$	1,071,616.55
54	CCD INSURANCE	$	84,741.60
55/74	AARPA FUNDS	$	5,199,994.96
56	INSURANCE	$	6,376,045.89
59	CONSTRCTN 2024	$	340,415.64
61	ELECTION CONTRACT FUND	$	115,115.24
62	TRUST AND AGENCY	$	1,208,436.90
63	EVIDENCE FUND	$	7,310.18
68	LPPF-HOSPITALS	$	2,271,475.73
70	DEBT SERVICES	$	3,153,736.05
71	INFSTRCTR 2019	$	105,721.75
72	INFSTRCTR 2020	$	37,605.02
75	ROAD AND BRIDGE	$	20,231,791.38
76	INFSTRCTR 2021	$	18,641.89
77	INFSTRCTR 2022	$	400,052.23
78	PARKING STRUCTURE	$	5,219,633.67
79	CRTHSE CONSTRUCTION	$	34,087,904.21
80	ELECTION VOTING	$	7,556.96
83	AUTO THEFT-ET CRUSH	$	55,832.07
86	TJPC TITLE IV-E	$	32.01
87	JAC MAINTENANCE	$	902,840.05
88	ADULT PROBATION	$	3,521,322.97
90	JUVENILE PROBATION	$	16,129.50
93	JUVENILE	$	988,660.74
91	JJAEP	$	27.03
95	TJPC STATE AID	$	283,852.73
97	INFSTRCT ROAD CONS 2025	$	14,781,533.14
98	STATE ACH	$	7,047.49
99	PAYROLL	$	164,130.18
		$	166,745,750.37

NOTE JULY SSB INTEREST HAS NOT BEEN ADDED**JUNE INVESTMENT INTEREST HAS NOT BEEN ADDED**

REPORT FOR SEPTEMBER 1, 2026 TO SEPTEMBER 30, 2026

NOTE FINANCIAL BOOK BALANCES ***NOTE*** FUND ACCOUNTS IN THE SAME BANK ACCOUNT HAVE BEEN ADDED TOGETHER***

IN ACCORDANCE WITH LOCAL GOVERNMENT CODE 114.026, THE COUNTY TREASURER HEREBY SUBMITS THE COUNTY TREASURER'S REPORT FOR THE REPORTING PERIOD STATED ABOVE.

Atonia Rawlings

Atonia Rawlings, County Treasurer

THE COMMISSIONERS COURT CERTIFIES THE MONTHLY TREASURER REPORT FOR THE PERIOD ENDING SEPTEMBER 30, 2026 SUBMITTED ON OCTOBER 15, 2026

SMITH COUNTY JUDGE

COMMISSIONER, PRECINCT #1

COMMISSIONER, PRECINCT #2

COMMISSIONER, PRECINCT #3

COMMISSIONER, PRECINCT #4

SMITH COUNTY CLERK

SMITH COUNTY AUDITOR

FUND	FUND NAME	INTEREST EARNED	9/30/2026
10	GENERAL	$ 66,855.46	
11	GRAFFITTI/TRUANCY	$ 696.36	
12	COURTHOUSE SECURITY	$ 3,909.65	
13	DA SPECIAL	$ 75.77	
14/24/25/26	COURT IMPROVEMENT	$ 756.77	
16	LAW LIBRARY	$ 203.17	
18	DA CRIME PREVENTION	$ 21.63	
19	DA FEDERAL ASSETS	$ 181.68	
20	DRUG FORFEITURES	$ 867.06	
21	CRIME VICTIM'S SERV	$ 574.85	
22	DA DRUG FORFEITURES	$ 950.71	
29	DPS SEIZURES	$ 146.73	
32	FINANCIAL CRIME FCIC	$ 2,465.51	
35	DEA TASK FORCE	$ 353.62	
40	ERO	$ 5,031.69	
42	LEOSE	$ 337.36	
43	JUDICIAL EDUCATION	$ 139.33	
44/52	DIST CRT TECH JUSTICE	$ 1,264.21	
45/73	FACILITY IMPROVEMENT	$ 14,055.60	
46	REC MGT COUNTY CLERK	$ 10,181.76	
48	DIST CLRK TITLE IV-D	$ 173.77	
49	REC PRES DIST CLRK	$ 854.44	
50	FORFEITED INTEREST	$ 1,102.10	
53	COMMISSARY FUND	$ 3,304.01	
54	COMM SUP INS CICD	$ 263.62	
55/74	AARPA	$ 17,089.81	
56	INSURANCE	$ 13,312.54	
59	INFRASTRUCTURE CONS 2024	$ 1,502.83	
61	ELECTION CONTRACTS	$ 259.93	
62	STATE TRUST AND AGENCY	$ 3,528.11	
63	EVIDENCE FUND	$ 22.13	
68	LPPF-HOSPITALS	$ 821.94	
70	DEBT SERVICES	$ 9,359.74	
71	INFRASTRUCTURE CONS 2019	$ 1,129.81	
72	INFRASTRUCTURE 2020	$ 113.86	
75	ROAD AND BRIDGE	$ 51,102.21	
76	INFRASTRUCTURE 2021	$ 56.44	
77	INFRASTRUCTURE 2022	$ 1,211.23	
78	PARKING STRUCTURE	$ 15,523.62	
79	CTHS CONST	$ 118,001.21	
83	AUTO THEFT TASKFORCE	$ 278.18	
86	TJPC TITLE IV-E	$ -	
87	JAC MAINTENANCE	$ 434.69	
88	ADULT PROBATION	$ 4,198.38	
90	JUVENILE PROBATION	$ 48.83	
93	JUVENILE	$ 3,697.94	
95	TJPC STATE AID	$ 2,811.65	
97	INFRASTRUCTURE 2025	$ 44,917.52	
98	STATE ACH/BAIL BONDS	$ 30.44	
99	PAYROLL	$ 1,249.93	
	TOTAL INTEREST	**$ 405,469.83**	

*** NOTE*** THE INTEREST AMOUNTS ARE NOT INCLUDED IN THE CASH BALANCE SHEET ***

NOTE NOT ALL INTEREST BELONGS TO SMITH COUNTY***BY LAW***

**** INTEREST RATE**** 3.75%

STATEMENT OF INVESTMENT ACCOUNTS 9/30/2026

	3.8924%					3.7449%	TOTAL ALL	SEPTEMBER	10/25-9/26	NOT INCLUDING ANY DEDUCTIONS FROM THE ACCOUNTS		
FUND	**LOGIC**	**INTEREST**	**TOTAL**	**TEXSTAR**	**INTEREST**	**TOTAL**	**INVESTMENTS**	**TOTAL MO INT**	**TOTAL YRLY INT**	OCT	NOV	DEC
GENERAL	$28,254,828.30	$90,397.69	$28,345,225.99	$851,400.19	$2,620.58	$854,020.77	$29,199,246.76	$93,018.27	$1,107,471.48	JAN	FEB	MAR
GRAFFITI						$0.00	$0.00	$0.00		APR	MAY	JUNE
SECURITY						$0.00	$0.00	$0.00		JULY	AUG	SEP
DA SPECIAL						$0.00	$0.00	$0.00				
CRT IMPROVEMENT						$0.00	$0.00	$0.00				
COMM. POLICING						$0.00	$0.00	$0.00				
LAW LIBRARY	$196,821.28	$629.72	$197,451.00			$0.00	$197,451.00	$629.72	$7,496.65			
SEIZURES						$0.00	$0.00	$0.00				
DA CRIME PREVENT						$0.00	$0.00	$0.00				
DA FEDERAL ASSET						$0.00	$0.00	$0.00				
DRUG FORFEITURE						$0.00	$0.00	$0.00				
VICTIM'S SERVICES						$0.00	$0.00	$0.00				
DA FORFEITURES						$0.00	$0.00	$0.00				
DPS SEIZURES						$0.00	$0.00	$0.00				
E. BYRNE JAG 2009						$0.00	$0.00	$0.00				
STEP TOBACCO						$0.00	$0.00	$0.00				
VICTIM'S COMP.						$0.00	$0.00	$0.00				
CH 19 VOTER REG						$0.00	$0.00	$0.00				
DEA TASK FORCE						$0.00	$0.00	$0.00				
JAG RECOVERY ACT						$0.00	$0.00	$0.00				
LEOSE						$0.00	$0.00	$0.00				
JUD. EDUCATION						$0.00	$0.00	$0.00				
JCTF				$165,902.02	$510.64	$166,412.66	$166,412.66	$510.64	$6,094.06			
FAC. IMPROVEMENT				$2,162,429.33	$6,655.86	$2,169,085.19	$2,169,085.19	$6,655.86	$79,432.43			
RECORDS MGMNT	$2,651,434.07	$8,482.93	$2,659,917.00	$1,405,436.22	$4,325.87	$1,409,762.09	$4,069,679.09	$12,808.80	$152,616.15			
DC TITLE IV D	$0.00	$0.00	$0.00			$0.00	$0.00	$0.00				
DC RECORD PRES.						$0.00	$0.00	$0.00				
FORFEITURE INT.						$0.00	$0.00	$0.00				
SEARCH & RESCUE						$0.00	$0.00	$0.00				
CO. & DIST. TECH						$0.00	$0.00	$0.00				
COMMISSARY JAIL						$0.00	$0.00	$0.00				
CSCD INSURANCE						$0.00	$0.00	$0.00				
HOMELAND SEC.						$0.00	$0.00	$0.00				
INSURANCE	$1,254.21	$4.03	$1,258.24			$0.00	$1,258.24	$4.03	$47.94			
INDIGENT HEALTH				$0.00	$0.00	$0.00	$0.00	$0.00				
ELECTION SERVICE						$0.00	$0.00	$0.00				
TRUST & AGENCY						$0.00	$0.00	$0.00				
EVIDENCE FUND						$0.00	$0.00	$0.00				
TRANSPORTATION						$0.00	$0.00	$0.00				
JAIL EXPANSION						$0.00	$0.00	$0.00				
CAPITAL IMPRVMNTS						$0.00	$0.00	$0.00				
DEBT SERVICE	$29,700.87	$95.03	$29,795.90			$0.00	$29,795.90	$95.03	$1,131.32			
WORKFORCE FUND			$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ 1,768.51	Closed account 6/2026		
ROAD & BRIDGE	$3,696,724.69	$11,827.19	$3,708,551.88	$254,578.42	$783.56	$255,361.98	$3,963,913.86	$12,610.75	$150,155.80			
VOTING SYSTEM						$0.00	$0.00	$0.00				
TJPC SALARY						$0.00	$0.00	$0.00				
AUTO TASK FORCE						$0.00	$0.00	$0.00				
TJPC TITLE IV E	$0.03	-$0.03	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$ -	Closed account 6/2026		
JAC MAINTENANCE				$759,507.67	$2,337.73	$761,845.40	$761,845.40	$2,337.73	$27,899.05			
ADULT PROBATION	$2,079,570.35	$6,653.31	$2,086,223.66			$0.00	$2,086,223.66	$6,653.31	$ 6,712.53			
JUV. PROBATION						$0.00	$0.00	$0.00	$ -			
JJAEP				$0.03	$0.00	$0.03	$0.03	$0.00	$ 0.03	Closed account 6/2026		
JUVENILE FUND	$2,982.12	$9.51	$2,991.63	$95,627.18	$294.35	$95,921.53	$98,913.16	$303.86	$3,625.97			
JAIBG TRUANCY						$0.00	$0.00	$0.00				
TJPC STATE AID						$0.00	$0.00	$0.00				
STATE ACH	$276,209.93	$883.79	$277,093.72			$0.00	$277,093.72	$883.79	$7,402.06			
PAYROLL						$0.00	$0.00	$0.00				
TOTALS	$37,189,525.85	$118,983.17	$37,308,509.02	$5,694,881.06	$17,528.59	$5,712,409.65	$43,020,918.67	$ 136,511.79	$ 1,551,853.98			

LOGIC BAIL BONDS			
ATW BAIL BONDS	$51,807.85	$165.77	$51,973.62
STRIKE 3 BAIL BONDS	$51,807.85	$165.77	$51,973.62
GRAVES BAIL BONDS	$55,833.31	$178.63	$56,011.94
BIG GREEN INVESTIGATIONS	$51,817.19	$165.79	$51,982.98
AFFORDABLE BAIL BONDS	$11,515.71	$36.86	$11,552.57
ACE BAIL BONDS	$51,809.88	$165.77	$51,975.65
FIRST STOP BAIL BONDS	$1,618.14	$5.20	$1,623.34
TOTAL 9/30/2026	$276,209.93	$883.79	$277,093.72

IN ACCORDANCE WITH LOCAL GOVERNMENT CODE 114.026, THE COUNTY TREASURER HEREBY SUBMITS THE COUNTY TREASURER'S REPORT FOR THE REPORTING PERIOD STATED ABOVE.

Atonia Rawlings

Atonia Rawlings, County Treasurer

11

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/15/26	**Submitted by:** Commissioner Drewry
Meeting Date: 10/27/26	**Department:** Commissioners Court

Item Requested is: ☐ **For Action/Consideration** ☑ **For Discussion/Report**

Title: FY 2028 Budget Preparation

Agenda Category:
- ○ **Briefing Session**
- ○ **Court Orders**
- ○ **Presentation**
- ◉ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

Agenda Wording: Discuss, consider and take necessary action regarding monthly FY 2028 budget preparation, including vacancy reports, expenditure trends, fleet and capital planning, and related policy or process items.

Background: Standing monthly item to assist the Court in tracking budget-related issues throughout the year. Dept Heads & Elected Officials are welcome & encouraged to participate in the discussion as we prepare for the next budget cycle.

Financial and Operational Impact: None

Attachments: **Yes** ☐ **No** ☐	**Is a Budget Amendment Necessary?** **Yes** ☐ **No** ☑

Does Document Require Signature? **Yes** ☐ **No** ☑

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

12

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date: 10/20/2026	**Submitted by:** Timothy Hollis
Meeting Date: 10/27/2026	**Department:** Auditor's Office

Item Requested is: ☐ **For Action/Consideration** ☑ **For Discussion/Report**

Title: Receive County Auditor's Monthly Report for September 2026

Agenda Category:

- ◉ **Briefing Session**
- ◉ **Recurring Business**
- ○ **Court Orders**
- ☐ **Resolution**
- ○ **Presentation**
- ○ **Executive Session**

Agenda Wording: Receive County Auditor's Report and Executive Summary for September 2026.

Background: Pursuant to Texas Local Government Code Sec. 114.023, the county auditor shall report to the commissioners court at least monthly of the financial condition of the county.

Financial and Operational Impact:

Attachments: Yes ■ No ☐	**Is a Budget Amendment Necessary?** Yes ☐ No ■

Does Document Require Signature? Yes ☐ No ■

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

13

SMITH COUNTY COMMISSIONERS COURT
AGENDA ITEM REQUEST FORM

Submission Date:	**Submitted by:** Jennafer Bell
Meeting Date: Weekly	**Department:** Auditor

Item Requested is: ☐ **For Action/Consideration** ☑ **For Discussion/Report**

Title: Weekly Bill Pay

Agenda Category:

- ○ **Briefing Session**
- ◉ **Court Orders**
- ○ **Presentation**
- ○ **Recurring Business**
- ○ **Resolution**
- ○ **Executive Session**

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

Background:

Financial and Operational Impact:

Attachments: **Yes** ☑ **No** ☐	**Is a Budget Amendment Necessary?** **Yes** ☐ **No** ☐

Does Document Require Signature? **Yes** ☑ **No** ☐

Return Signed Documents to the following:	
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**
Name:	**Email:**

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 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.

Office Use Only
Agenda Item # _____

SUBMIT

From: Dylan Simmons
To: Jennafer Bell; Casey Murphy; Rachel McCord
Subject: TDCJ Payment
Date: Tuesday, October 20, 2026 12:26:52 PM

Good afternoon,

Please include in payments.

Texas Department of Criminal Justice on 10-20-26 fund 54 for the amount of $14,233.48

Thank you,

Dylan Simmons
Assistant Treasurer
Smith County Treasurer's Office
200 E. Ferguson, Ste. 402
Tyler, Texas 75702
P: 903-590-4732
F: 903-590-4733

From: Dylan Simmons
To: Jennafer Bell; Rachel McCord; Casey Murphy
Cc: Atonia Rawlings
Subject: Jury Check Request
Date: Wednesday, October 21, 2026 10:15:15 AM

Good morning,

Please include in payments:

From Fund 10 on 10-21-2026 to Smith County District Clerk $27,946.00

Thank you,

Dylan Simmons
Assistant Treasurer
Smith County Treasurer's Office
200 E. Ferguson, Ste. 402
Tyler, Texas 75702
P: 903-590-4732
F: 903-590-4733