

City of Wallis

Regular City Council Meeting
Wednesday, June 18, 2025
6810 Guyler Bldg. B – 6:00 p.m.

The City Council of the City of Wallis, Texas, reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed below as authorized by Title 5, Chapter 551, of the Texas Government Code. 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.086 (Deliberations about competitive matters), and 551.087 (Deliberation about Economic Development Matters).

Join Zoom Meeting
<https://us02web.zoom.us/j/81677185687>
Meeting ID 816 7718 5687
Dial: 1 346 248 7799

Members of the public may submit comments as they relate to City Council agenda items to the City Council in the following ways: 1) Fill out a Public Participation Form and email to City Secretary at cityclerk@wallistexas.org before 4pm the day of the meeting or fill out the Public Participation Form and turn in to City Secretary prior to start of the meeting. Comments will be taken during the Communication from the public item on the agenda.

1. Call to order.
2. Invocation and Pledge of Allegiance.
3. Roll Call and Certification of Quorum
4. *Communication from the public (limited to the first eight registrants –limited to three minutes in accordance **with the Open Meetings Act, City Council may not discuss or take action on any item that has not been posted on the agenda.** Fill out and return Public Participation Form prior to meeting start time. Procedures and the Form are on the website under Agenda's & Minutes tab.*
5. Presentation by Heather Delso from Seidel Schroeder on the Fiscal Year end September, 30 2024 audit.
6. Consent Agenda:
This portion of the agenda consists of items considered to be routine and will be enacted by one motion unless separate discussion is requested by a City Councilmember.
Consider and act on approval of:
Minutes – May 14th, 2025 & May 21, 2025
7. Action on Department reports if necessary.
 - a. Public Works monthly report
 - b. Police Department monthly/Admin monthly report
 - c. Municipal Court monthly report
 - d. Code Enforcement monthly report
8. Financial Review:
Review and act on monthly report and payment of bills.
9. Action on Follow Up Items, if necessary
 - a. MIT-Grant Update
 - b. Water Well #1 Grant Update
 - c. Millbrooke Subdivision Update
 - e. EDC Updates

10. New Business:

This portion of the agenda consists of items requiring individual consideration by the Council.

A. Millbrooke Subdivision 3 Phase Plat

Discuss and act on accepting and approving the 3 phase Plat for the Millbrooke Subdivision.

B. City Health Inspections

Discuss and act on approval of implementing Health Inspections for food establishments, gas stations, convenience stores, food trucks and schools in the City limits of Wallis.

C. Lift Station Pumps

Discuss and act on approval to purchase lift station pumps for Westgate Lift Station.

D. Order of Special Election

Discuss and act on Ordering a Special Election on November 4, 2025

E. Contract for Election Services and Joint Agreement

Consider and act on accepting and approving an Election Service contract and Joint Election Agreement with Election Official of Austin County, TX for November 4, 2025 Municipal Special Election for the City of Wallis

F. Rental Property Inspections

Discuss and act on reinstating the rental property inspections, with Chrissy McGee as rental property Inspector.

G. Park Sign

Discuss and possible action on replacing the entrance sign at Mynarik Park

H. Hotel Occupancy Tax Process

Discuss and possible action on Hotel Occupancy Tax Process

I. Closure of Mynarik Park

Consider and act on approval of closing Mynarik Park on Monday, June 30th until Monday, July 7th due to Independence Day Celebration.

J. Early Closure of City Hall

Consider and act on closing City Hall at noon on Thursday, July 3rd to prepare for Independence Day Celebration at Mynarik Park.

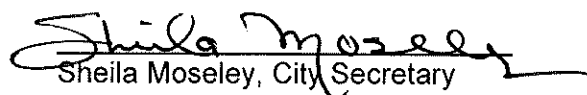
K. Future Agenda Items

Request for future agenda items.

11. Adjourn Meeting.

CERTIFICATE:

I CERTIFY that the above notice of the Regular City Council Meeting, June 18, 2025 was posted on the DESIGNATED PUBLIC NOTICE BOARD at City Hall, 6810 Guyler Bldg. B, Wallis, Texas, and on an outside window and a door visible to the public twenty-four (24) hours a day on the 13th day of June, 2025 at 4:00 p.m.


Sheila Moseley, City Secretary

City of Wallis

Workshop

Wednesday, May 14, 2025

This is a true and correct copy of the minutes of the Ordinance Workshop for the City of Wallis, Texas held on Wednesday, May 21, 2025 at 6:00pm.

1. Call to Order

Meeting was called to order at 6:15 pm

2. Invocation and Pledge of Allegiance

Led by Councilmember David Marek

3. Roll Call and Certification of Quorum

A quorum was present. Present were Councilmember Jimmy Lavergne, Councilmember Deborah Boren, Councilmember David Marek and Councilmember Belinda Halfin. Councilmember Clark Main Jr. and Mayor Little were absent. Councilmember Clark Main Jr. arrived after roll call.

4. Communication from the Public

Donna Hoffman spoke to council about her thoughts on the animal ordinance.

5. Workshop

Council discussed Ordinances 151, 152, Mobile Homes & Fees, Ordinance No. 216 Animals, Ordinance No. 228 regarding connection to water/sewer lines/water wells.

6. Adjourn Meeting

Meeting was adjourned at 7:44pm

Clark Main Jr. Mayor-Pro Tem

Sheila Moseley, City Secretary

ATTEST:

City of Wallis
Regular City Council Meeting
Wednesday, May 21, 2025

This is a true and correct copy of the minutes of the Regular City Council Meeting for the City of Wallis, Texas held on Wednesday, May 21, 2025 at 6:00pm.

1. Call to Order

Mayor Little called the meeting to order at 6:00pm

2. Invocation and Pledge of Allegiance

Mayor Little led the invocation and Pledge

3. Roll Call and Certification of a Quorum

A quorum was present. Present were Councilmember Jimmy Lavergne, Councilmember Belinda Halfin, Councilmember Debroha Boren, Councilmember Clark Main Jr., Councilmember David Marek and Mayor Little.

4. Communication from the Public

Alice Hoffman reminded Council of Austin County Area Chamber Round Table to be Held at Wallis Community Room on July 18th at 10am.

Frank Rohan spoke to Council about history of Wallis.

5. Consent Agenda

Motion made by Councilmember David Marek, second by Councilmember Belinda Halfin to approve minutes from the April 16, 2025 Regular Meeting. Motion passed unanimously.

6. Department Reports

- a. Public Works monthly report – Royce Macha reported that Nick Tidwell took his waste/water exam and now holds a D wastewater operator license. He will be taking a one-year course for a Class C water operator license. No action.
- b. Police Department/Admin monthly report – No action
- c. Municipal Court monthly report – No action

d. Code Enforcement – No action

7. Financial Review

Motion made by Councilmember Belinda Halfin, second by Debroha Boren to approve Financial Review and payment of bills. Motion passed unanimously.

8. Action on Follow up Items, if necessary

a. MIT Grant – Sewer portion of the Grant has closed out

b. Water Well #1 Grant – Bradley from BEFCO spoke to council on update to Grant. He went over the options to use the remaining grant funds. Motion made by Councilmember Belinda Halfin, second by Councilmember Clark Main Jr. to approve Option 1 for use of remaining grant funds, Option 1) Existing Water Well 1 to Furnish and install new pressure switch panel, furnish and install Scada antennas and cables. Existing Water Plant 2, Furnish and install new Scada Touchscreen at WP2, furnish and install Scada antennas and cables, Scada allowance for water well 1, Water Plant 2 and Public Works warehouse. Motion passed unanimously.

c. Millbrooke Update – City had a meeting with DR Horton on 5/21. Homes will be 1,300 – 2,000 square feet. Roads and curbs will be completed soon and once walkthrough is complete DR Horton will take over and start on homes. DR Horton will be building in 4 phases. 33 homes in phase 1, 22 homes in phase 2, 22 homes in phase 3 and remainder in phase 4

d. RFQ for City Attorney – No proposals were submitted, due date was May 7, 2025.

e. EDC Update – None

9 New Business

a. Administer Oaths

Mayor Little administered oaths to new Councilmembers Joyce Parma and Belinda Halfin.

b. Mayor Position

Motion made by Councilmember Belinda Halfin, second by Councilmember Joyce Parma to call a Special Election in November for Mayor position. Motion passed unanimously.

c. Mayor Pro-Tem

Motion by Councilmember Jimmy Lavergne, second by Councilmember Belinda Halfin to appoint Councilmember Clark Main Jr. as Mayor Pro-Tem. Motion passed unanimously.

d. Re-appointment of Municipal Judge and Alternate Judge

Motion by Councilmember Clark Main Jr., second by Councilmember David Marek to re-appoint Bernice Burger as City of Wallis Municipal Judge and Kyle Fredericksen as Alternate Judge. Motion passed unanimously

e. Administer Oaths to Judges

Mayor Pro-Tem administered the oaths to Municipal Judge Bernice Burger and Alternate Judge Kyle Fredericksen.

F. Amendment to Engineering Contract GLO CDBG 22-085-054-D311

Motion by Councilmember Belinda Halfin, second by Councilmember Clark Main Jr. to accept and approve the amendment to Engineering Contract with Wilson Engineering on the MIT-Grant Project D311 as presented. Motion passed unanimously.

g. Millbrooke Subdivision 3 Phase Plat

Tabled

h. Preservation District Ordinance

Motion made by Councilmember Clark Main Jr., second by Councilmember David Marek not to approve the Preservation District Ordinance as presented by EDC. Motion passed with 3 votes for the motion and 2 votes against.

i. Professional Agreement

Motion by Councilmember Belinda Halfin, second by Councilmember David Marek to accept the Professional Agreement between the City of Wallis and Chrissy McGee. Motion passed unanimously.

j. Signature Cards for First National Bank

Motion by Councilmember Clark Main Jr., second by Councilmember Belinda Halfin to approve the removal of outgoing Councilmember Deborah Boren and outgoing Mayor Preston Little from the signature cards at First National Bank, tabled adding Joyce Parma to the signature cards at this time. Motion passed unanimously

k. Quotes for Maintaining interior portion of Mynarik Park through July 4th event.

Motion by Councilmember David Marek, second by Councilmember Joyce Parma to reject all quotes and have public works continue to maintain the interior portion of the park. Motion passed 4 votes for the motion and 1 against.

l. Shredding/Maintaining outside acreage at Mynarik Park

Motion made by Councilmember David Marek, second by Councilmember Belinda Halfin to accept the quote from Greg Mach for a 3-year period to shredding/maintaining the outside acreage at Mynarik Park as stated on the quote. Motion passed 4 votes for and 1 vote against.

m. Future Agenda Items

Replace Park Sign

Hotel Occupancy process

10. Adjourn Meeting

Meeting was adjourned at 8:35pm

Clark Main Jr., Mayor Pro-Tem

Sheila Moseley, City Secretary

ATTEST:

Public Works Report

May 2025

Checked fluid levels on all emergency generators. Trimmed tree limbs on Harry St. obstructing ditch cleaning crew. Pushed mowed inside city hall, weed-eat and mowed outside area. Picked up dog @633 Barbara (scanned for chip and filled out form 24 hr. pet watch). Turned on water 223 N. 3rd St. Marked city utilities on Harry St. for ditch cleaning crew. Trimmed tree on Marek St. Mowed slough from SH 36 to fence line, used slope mower for bottom of ditch (wet). Mowed nature park. Checked flow line of ditch on Barbara St. Mowed WWTF, S-Turn, Gresham @ 9th, Commerce St. from N 10th to S. 7th, Railroad @ N. 10th, Guyler between N. 9th and N. 10th. Mowed SH 60 @ Legion Rd., Westgate ditch and lift station. Removed sign (Transit) that was hit. Mowed Guyler St. park and Railroad from Cedar to WWTF. Mowed 7th St. between Guyler and Railroad, 7th St. lift station, fire station, fireman's park, railroad in front of bank and commerce from 1st St. to 2nd St. Picked up dog at 507 S. 6th St. and logged into pound. Mowed Commerce from Legion Rd to WWTF, area by Columbus St. lift station, Columbus St. lift station, Columbus Rd from Guyler to City Limits. Repaired water leak at 203 Cedar. Performed preventative maintenance on 3930 ford tractor had flats repaired, repaired MX 6 shredder, repaired overhead door in shop. Trimmed trees on Roger's St. from N. 1st to N. 6th St. for ditch cleaning crew. Filled in large washout in ditch at S. 2nd., patching potholes N. 9th St., Columbus and Railroad. Slope mowing Railroad, Guyler, Columbus and Cedar St. Mowed City Hall, Cedar St. PM's on zero turns, building debris/glass protector for tractor.

Cleared trees from entrance to Nature Park. Turned water off 6622 Gresham, turned water on at 7502 SH 60. Located water leak on Railroad at Millbrook development tie in. Contacted engineer for repairs.

For the Month of may 2025

Gresham & FM 1952	may	1st	8:32am
South 4th & Gresham	may	1st	9:30am
South 4th & Dubose (Fire Plug)	may	1st	10:25am
6027 Dubose Alleyway behind house	may	1st	1:31pm
507 South 6th	may	1st	2:05pm
Behind Sliva Automotive	may	1st	3:15pm
217 South 6th	may	3rd	9:15am
South 8th in Alley	may	3rd	10:07am
South 8th & Gresham	may	3rd	10:41am
South 8th & Demel	may	3rd	11:09am
South 9th & Henry	may	3rd	12:19pm
5321 Demel	may	3rd	1:30pm
Commerce & FM1952	may	3rd	1:49pm
NBC Oil By Fence	may	4th	8:51am
Lake Court Drive	may	4th	9:30am
Lake Circle Drive	may	4th	11:27am
Lakeview Dr End of Street	may	4th	1:43pm
North 11th end of Alley	may	4th	2:15pm
North 9th & Railroad	may	4th	12:45am
Cleanout @ 6112 Guyler	may	4th	2:35pm
Rogers Street (@ end)	may	4th	3:30pm
HWY 1093 E (S-curve in Meterbox)	may	13th	8:31am
334 1093 E (in Meterbox)	may	13th	9:07am
HWY 1093 E (Past last driveway)	may	13th	9:47am
Elm Street & Becky Ln, Fire Plug	may	13th	10:27am
South 1st & Darlene, Fire Plug	may	13th	11:17am
Heritage Square Apartments Fire Plug	may	18th	8:31am
Anita Ln. & Elm Street	may	18th	10:30am
HWY 60 Duplex	may	18th	1:31pm

HWY 60 & Commerce (Fire Plug)	may	21st	9:30 AM
Pririe Harbor (fire Plug)	may	21st	10:15 AM
West Front (Fire Plug)	may	21st	11:19 AM
Garden Row (Center)	may	21st	11:51 AM
7024 Leanne	may	21st	1:31 PM
7025 Leanne	may	21st	2:30 PM
Norcross Road (right side)	may	21st	3:07 PM
Woods Ln (@ End)	may	23RD	9:07 AM
Hwy 36 in front of the Park	may	23RD	9:21 AM
6538 Railroad (dead end)	may	23RD	10:15 AM
739 Columbus Road	may	23RD	11:01 AM
Margie Street (HRaneicky Sub)	may	23RD	11:47 AM
Barbara Street (HRaneicky Sub)	may	24th	1:31 PM
Deanna Street Behind Water Well II	may	24th	1:59 PM
Markek Rd (@ Marek's Driveway)	may	25th	8:41 AM
Corner of Colombus and Marek Rd	may	25th	9:24 AM
Ash (@end)	may	25th	9:52 AM
City Hall PD Garage	may	26th	8:15 AM
Guyler & Cedar Street	may	26th	1:31 PM
Sewer Trearment Plant	may	26th	2:15 PM
City Meat Market on HWY 36	may	27th	8:51 AM
N10th (Fire Plug)	may	28th	9:15 AM
Wallis Concrete (Fire Plug)	may	28th	10:14 AM
Brazos High School (Fire Plug)	may	28th	11:30 AM
5639 Polak (Fire Plug)	may	28th	12:17 AM
			Updated 2/28/2019

Fuel Log

[illegible]

A	B	C	D	E	F	G	H
1	PUBLIC WORKS - WORK ORDER LOG						
2							
3	Work Order #	Requested by	Work Order Request Date	Project Start Date	Completion Date	Notes	
4	Project Description						
5							
6							
7	12/15/2023	Two water taps - Separate Multi unit Dwellings	Bill Young	12/15/2023			
8	04-2025-05	Change Flags at City Hall	Complaint	4/8/2025	4/10/2025	this will require boring under hwy60	
9	05/2025/06	Jet out culverts at 6699 Marek and 579 Columbus	Dora Martinez	5/8/2025		completed	
10	05/2025/07	Check on large wasp nest or bee hive on the corner of house at Mynarik Park	Complaint	5/12/2025	5/21/2025		
11							
12							
13	05-2025-08	Clean out ditch at Guyler and Railroad	Lisa Barnes	5/19/2025		5/21/2025	Wasp sprayed Bee present in wall of house. Signs ordered &
14	06-2025-09	fill pot holes on S 3rd St, near old city hall	Waiger	6/5/2025			
15	06-2025-10	Fill Potholes at 3rd and Bowers	Ms. Polloquin	6/10/2025			
16	05/2025/06	Jet out culverts at 6699 Marek and 579 Columbus	D. Martinez- second request	06/09/2025			
17							
18							
19							
20							
21							
22							
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24							
25							
26							
27							
28							
29							

WALLIS PD COUNCIL REPORT

May 2025

1. Calls For Service: 60
2. Assist: 11
3. Investigations Worked: 2
4. Felony Arrest: 1
5. Misdemeanor Arrest: 7
6. Traffic Citations: 244
7. Traffic Warnings: 94

May 1 – 300 Block of Legion, Escort

May 2 – Cunningham RD @ Brazos River, Suspicious Person

May 2 – 300 Block of Birch, Attempt to serve Warrant

May 2 – 6400 Block of Commerce, Suspicious Person

May 2 – 6600 Block of Commerce, Medic Call

May 3 – 6800 Block of Guyler, Escort

May 4 – 6100 Block of Bowers, Animal Complaint

May 5 – 19 Birch, Suspicious Person

May 5 – 6400 Block of Commerce, Alarm

May 5- 6200 Block of Commerce, Animal Complaint

May 5 – 5000 Block of Commerce, Request to speak to Officer

May 5 – Hwy 36 @ Kaechele Rd, Stranded Motorist

May 6 – 6400 Block of Guyler, Fire Alarm

May 6 – 5400 Block of Commerce, Civil Matter

WALLIS PD COUNCIL REPORT

May 6 – Hwy 60 @ County Line, Reckless Driver

May 7 – 6800 Block of Commerce, Vehicle Fire

May 7 – 6500 Block of Railroad, Suspicious Vehicle

May 7 – Hwy 36 South, Reckless Driver

May 8 – 6800 Block of Guyler, Child Custody Matter

May 9 – 6100 Block of Commerce, Damage to Property

May 9 – 300 Block of Birch, Animal Complaint

May 9 – 6000 Block of Railroad, Suspicious Vehicle

May 9 – 6900 Block of Leann Ln, 911- hang-up

May 9 – 200 Block of Birch, Open Door

May 10 – 6000 Block of Dubose, Medic Call

May 10 – Harry @ Cedar, Reckless Driver leading to the arrest of Lorenzo Burnley

For Warrant out of Fortbend County – Unlawfully Carrying a Weapon,

Warrant out of Harris County – Evading Arrest and Detention, and

Warrant out of Austin County – Unlawfully Carrying a Weapon

May 10 – 6600 Block of Commerce, Suspicious Vehicle

May 12 – 5900 Block of Commerce, Vehicle Accident

May 13 – 6700 Block of Railroad, Suspicious Person

May 13 – 6300 Block of Commerce, Property Release

May 13 – 7200 Block of Hwy 60, Disturbance leading to the arrest of Moses

Longoria for Assault Family Violence, Criminal Mischief, and two

Warrants out of Sealy PD.

WALLIS PD COUNCIL REPORT

May 14 – 7000 Block of Hwy 60, Welfare Concern

May 14 – 100 Block of Dogwood, Report of lost wallet

May 14 – 6500 Block of Railroad, Suspicious Vehicle

May 15 – 6000 Block of Marek, Solicitor

May 17 – 5900 Block of Commerce, Reckless Driver

May 17 – Hwy 36 South @ County Line, Reckless Driver

May 18 – 3100 Block of FM 1093 East, Courtesy Transport

May 18 – Hwy 60 @ County Lines, Reckless Driver

May 18 – 6100 Block of Bowers, 911 Open Line

May 19 – 400 Block of South Dixon, Disturbance

May 19 – 6000 Block of Railroad, Inquest

May 20 – 6500 Block of Railroad, Alarm

May 20 – 6200 Block of Commerce, Traffic Stop leading to the arrest of Ronis

Ventura for Warrant out of Dallas County for Assault

May 20 – 7600 Block of Hwy 60, Criminal Mischief

May 20 – 6000 Block of Commerce, Reckless Driver

May 21 – FM 1458 @ Chestnut Ln, Disturbance

May 22 – Hwy 36 @ FM 1952, Traffic Accident

May 24 – 500 Block of Birch, Suspicious Vehicle

May 24 – Cedar @ Marek, Suspicious Vehicle

May 24 – Wallis PD, Child Custody Matter

May 25 – 100 Block of North 1st, Vehicle Accident

WALLIS PD COUNCIL REPORT

May 26 – 6400 Block of Rogers, Assault

May 26 – 500 Block of Birch, Request to speak to Officer

May 26 – Hwy 60 @ County Line, Fire

May 28 – 100 Block of North 11th, Alarm

May 29 – 300 Block of Legion Rd, Escort

May 30 – 6900 Block of Westgate, Abandoned Vehicle

May 30 – 7200 Block of Mikes, 911 Hang-up

May 31 – 6100 Block of Guyler, Animal Complaint

June 2025 Council Meeting

May 16th

Repaired volleyball net at Mynarik Park.

May 19th

Food Drive

May 20th

Took complaint on the ditch digging and the culvert replacement on Marek St. Citizen stated the new culverts put in place are not flush with the top of the ground. I drove to Marek St and observed the contractors to be leveling the culverts to make them flush.

May 22nd

Internet upgrade for new upgraded cameras at Mynarik Park has been completed. Note that cameras themselves have not been installed at this time.

Met with Rise after upgrade was completed at Mynarik Park at City Building C due to internet outage at that location. It was determined that a fiber line had been cut servicing Building C and projected repair will be completed Tuesday May 27th.

Updated email accounts, disabling outgoing Mayor's account along with outgoing councilwoman's account. Created new email account for newly elected councilwoman.

Listened to complaint from citizen demanding her culverts be cleaned out. I have addressed this in the past with a work order being completed and turned over to public works. Public Works is aware of the situation and will get to work order when able.

May 27th

Internet at Building B has been repaired and up and working.
Cameras have began to be installed at Mynarik Park.

May 29th

4th of July Meeting

June 2nd

Received complaint from citizen in reference to tree limbs blocking the roadway at North 2nd and Guyler. I have forwarded this concern to Public Works in the event the tree limbs need to be cut and cleared from the roadway.

Received another complaint from the same citizen about horses being kept in a small backyard in the 200 block of North 2nd. I went to the residence and spoke to the tenant who stated the horses would be moved with-in the hour.

June 4th

Received a call from a citizen complaining about the topping that was placed on her new culvert. She wanted blacktop placed on the culvert like her old culvert had. I explained the contractors doing the work were not through and most likely will be back to complete the job. I did notify Royce so that he was aware of the issue.

On this same date I received a call demanding the culvert be replaced that goes across Austin Street into the Martisek trailer park. I did notify Royce about this and he was going to check his map to determine if this particular culvert was due to be replaced. The caller also stated this was an agreement between her and the city years ago, to maintain the road leading into the trailer park, including the culvert.

June 9th

Spoke with citizen that was concerned if the City Ordinance had changed in reference to feeding cats at the Wallis Bank.

June 10th

Met with camera installer at Mynarik Park due to issues with underground wiring that had went bad. New wire was installed and awaiting total completion of project.

Reviewed and initialed City financials.

June 11th

Received complaint on a residence located at 5414 Demel. Neighbor stated junk is in the yard along with old washers and dryers. I went to the residence at this location and found no one home. I photographed the violations and have forwarded this to Code Enforcement.

June 12th

July 4th Board Meeting



CITY OF WALLIS MUNICIPAL COURT

May 2025 activity

• Citations filed	235
• Total Cases Disposed	232

Driver Safety Course: 40 disposed cases

Deferred Disposition: 33 disposed cases

TOTAL COLLECTED	\$48,883.55
STATE'S PORTION	\$22,552.36
CITY'S PORTION	\$26,331.19

Code Enforcement Violation Report						
Name	Location	Violation Type	Notice Sent	Green Card Received	Reinspection	Complied/Citation
Ron & Barbara Dille	6518 Rogers Street	Property Maintenance	4/24/2025			
Henretta Johnson	6946 Harry Street	Recreational Vehicle	5/12/2025			
Lucia Alonso Chiquito	5414 Demel Street	Property Maintenance	6/12/2025			
Complied Violations						
Estate Property						
Extension						
Citation- Court						
abatement						
Court Extension						
Substandard Building - means a building that is exposed to the elements. Example - holes in the roof, windows are broken, structure is abandoned, or the owner fails to repair the dilapidated building.						
Complied						
Property Maintenance						
High Grass						
Junk Vehicle						
Substandard						
Swimming Pool						
Grand Total						
Verbal Contact Code Enforcement						
On May 12, 2025 a notice was sent by city staff to Joe Nanes regarding tenants living in his rental property with no utilities located at 6708 Marek Street. Staff noticed Mr. Nanes has placed a new for lease sign on the property as if no one lives there.						
Code Enforcement will try to make contact with Mr. Nanes to make sure an utility account is started with the new tenants.						
Health Inspections						
Name	Permit#	Insp. Date	Comments:			
El Rancho Café & Grill	HP2025-01	4/30/2025	Very Clean Inspections. Inspection passed			

CITY OF WALLIS

PROFIT & LOSS BUDGET PERFORMANCE REVIEW

CITY OF WALLIS - GENERAL

CITY OF WALLIS - WATER & SEWER

MYNARIK PARK

FOR PERIOD: OCTOBER 1, 2024 THRU MAY 31, 2025

PRESENTED TO COUNCIL ON JUNE 18, 2025

CITY OF WALLIS - GENERAL

		2023.2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
	REVENUE: GENERAL/ADMIN			
1-51101	AD VALOREM TAXES - M & O	\$ 566,450.91	\$ 622,949.00	\$ 607,068.13
1-51103	DELINQUENT TAXES	\$ 11,452.05	\$ 12,000.00	\$ 1,704.98
1-51105	PENALTY & INTEREST	\$ 5,340.00	\$ 3,000.00	\$ 3,376.83
1-51106	TAX CERTIFICATES	\$ 2,338.94	\$ 20.00	\$ 5.00
1-51201	CITY SALES TAX	\$ 267,291.10	\$ 266,688.72	\$ 173,761.91
1-51202	MIXED BEVERAGE TAX	\$ 2,389.56	\$ 2,200.00	\$ 1,551.86
1-51203	HOTEL OCCUPANCY TAX	\$ -	\$ 15,000.00	\$ -
1-51301	FRANCHISE TAX FEE	\$ 53,771.76	\$ 49,500.00	\$ 32,328.78
1-53101	MOBILE HOME PARK FEES	\$ 1,140.00	\$ 1,140.00	\$ 1,140.00
1-53102	LICENSE FEE/LIQUOR	\$ 987.50	\$ 650.00	\$ 895.00
1-53103	CULVERT FEES	\$ 250.00	\$ 500.00	\$ 852.00
1-53104	CONTRACTOR REGISTRATION FEE	\$ 1,600.00	\$ 1,000.00	\$ 900.00
1-53105	PERMITS & INSPECTION FEES	\$ 19,143.86	\$ 15,000.00	\$ 9,821.42
1-53106	HUMANE DEPT FEES	\$ 245.00	\$ 200.00	\$ 180.00
1-56105	EDC REIMBURSEMENT - STREET LIGHTS	\$ 6,100.00	\$ 6,100.00	\$ -
1-56108	EDC REIMBURSEMENT - ADMINISTRATION	\$ 1,400.00	\$ 1,400.00	\$ -
1-56115	LEASES & RENTALS	\$ 5,500.00	\$ 6,050.00	\$ 4,200.00
1-56116	COMMUNITY ROOM RENTAL	\$ 200.00	\$ 500.00	\$ 200.00
1-56121	INTEREST INCOME	\$ 7,129.68	\$ 5,000.00	\$ 4,082.06
1-56123	SALES OF ASSETS	\$ -	\$ -	\$ -
1-56149	MISCELLANEOUS REVENUE	\$ 13,667.33	\$ -	\$ 1,525.00
1-56150	GRANT INCOME HURRICANE BERYL 75% FEMA		NOT BUDGET	\$ 42,508.13
1-56151	HIGHER EDUCATION LOAN CONDUIT FEE	\$ -	\$ -	\$ -
1-56155	STREET DEPT. INCOME	\$ -	\$ -	\$ -
100	PSA HERITAGE	\$ 18,000.00	\$ 18,000.00	\$ 14,459.92
3-55104	AMERICAN RESCUE FUND ACT (NON GRANT FUNDS)	\$ 2,060.19	\$ -	\$ -
3-55101	GLO 19-076-039-B692-GRANT FUND	\$ -	\$ -	\$ -
3-55106	GLO 20-065-05-C115 - GENERATORS-GRANT FUND	\$ 75,886.79	\$ -	\$ -
3-55105	CDBG MIT 22-085-054-D311-GRANT FUND	\$ 338,192.42	\$ 2,886,460.98	\$ 703,014.45
3-55105	CDBG MIT 22-085-054-D311 EDC PORTION	\$ -	\$ 18,735.00	\$ -
3-55107	CDBG 21-0196 DOWNTOWN-GRANT FUND	\$ 200,926.55	\$ 115,516.68	\$ 99,388.43
3-55107	CDBG 21-0196 DOWNTOWN EDC PORTION PAID 9/9/24	\$ -	\$ 52,500.00	\$ 28,107.44
3-55108	CPC 21-0544 PLANNING & CAPACITY (HALF REVENUE)	\$ 44,608.00	\$ -	\$ -
3-55109	CDV21-0120	\$ 24,250.00	\$ -	\$ -
HOME	HOME PROGRAM REIMBURSEMENT 2022-2023	\$ -	\$ 3,058.00	\$ -
	TOTAL REVENUE: GENERAL/ADMIN	\$ 1,670,321.64	\$ 4,103,168.38	\$ 1,731,071.34
	REVENUE: POLICE DEPARTMENT			
4-55101	COPS GRANT	\$ -	\$ 69,257.00	\$ -
4-55102	BODY CAMERA GRANT (EDC Payment)	\$ -	\$ 27,700.00	\$ 13,733.75
4-55103	FLOCK CAMERA GRANT	\$ -	\$ 23,100.00	\$ 9,000.00
4-55104	DJ EDWARD BYRNE MEMORIAL GRANT	\$ -	\$ 95,345.00	\$ 47,672.50
4-55107	CRIME VICTIMS GRANT-SALARY	\$ 62,865.00	\$ 62,865.00	\$ 41,910.00
4-56121	INTEREST INCOME	\$ 1,941.33	\$ 1,000.00	\$ 1,258.98
4-56123	SALE OF ASSETS	\$ -	\$ -	\$ -
4-56149	MISCELLANEOUS REVENUE	\$ 8.10	\$ -	\$ -
	DONATIONS	\$ -	\$ -	\$ 17,700.00
	KIDS, COPS AND CHRISTMAS	\$ 3,000.00	\$ -	\$ 1,750.00
	LEOSE INCOME	\$ 2,189.82	\$ -	\$ 2,196.09
	FOREFEITURE	\$ -	\$ -	\$ -
	WARRANT POOL FEES	\$ 400.16	\$ -	\$ 132.47

CITY OF WALLIS - GENERAL

		2023.2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
	TOTAL REVENUE: POLICE DEPARTMENT	\$ 70,404.41	\$ 279,267.00	\$ 135,353.79
	REVENUE: MUNICIPAL COURT			
5-54101	FINES	\$ 544,547.93	\$ 685,000.00	\$ 370,280.63
5-56121	INTEREST INCOME	\$ 2,830.31	\$ 1,500.00	\$ 921.49
5-56125	MVBA	\$ 14,479.34	\$ 18,000.00	\$ 21,951.82
5-56149	MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -
	TOTAL REVENUE: MUNICIPAL COURT	\$ 561,857.58	\$ 704,500.00	\$ 393,153.94
	TOTAL REVENUE	\$ 2,302,583.63	\$ 5,086,935.38	\$ 2,259,579.07
	EXPENSE: GENERAL/ADMIN			
1-61100	LONGEVITY	\$ 140.06	\$ 131.60	\$ 131.60
1-61101	SALARIES W/PART-TIME ADMINISTRATOR	\$ 67,449.91	\$ 68,025.60	\$ 44,655.33
1-61104	OVERTIME	\$ -	\$ -	\$ -
1-61201	SOCIAL SECURITY	\$ 4,180.86	\$ 4,217.59	\$ 2,803.67
1-61203	MEDICARE	\$ 977.97	\$ 986.23	\$ 647.53
1-61205	STATE UNEMPLOYMENT TAX-SUI	\$ 117.03	\$ 248.00	\$ 106.01
1-61207	WORKERS COMPENSATION	\$ 1,563.90	\$ 1,243.52	\$ 1,013.73
1-61209	GROUP INSURANCE	\$ 9,581.40	\$ 10,100.81	\$ 8,903.12
1-61211	RETIREMENT BENEFITS	\$ 3,965.93	\$ 4,081.55	\$ 2,679.37
1-61615	ECON DEV CORP (CITY SALES TAX EDC PORTION)	\$ 74,494.95	\$ 88,900.00	\$ 66,559.36
1-62101	AUDIT FEES	\$ 10,533.33	\$ 10,500.00	\$ 11,088.75
1-62107	LEGAL FEES	\$ 47,775.15	\$ 20,000.00	\$ 1,065.50
1-63101	CONTRACT LABOR - JANITORIALSVC	\$ 2,795.00	\$ -	\$ -
1-63105	HONORARIUM	\$ -	\$ -	\$ -
1-63111	APPRAISAL DISTRICT FEES	\$ 18,187.00	\$ 18,177.00	\$ 16,620.00
1-63113	TAX COLLECTION FEES	\$ -	\$ -	\$ -
1-64103	OFFICE SUPPLIES	\$ 2,432.69	\$ 2,500.00	\$ 1,342.38
1-64105	POSTAGE	\$ 938.42	\$ 1,200.00	\$ 376.23
1-64109	INSPECTION FEES	\$ 12,958.09	\$ 15,000.00	\$ 7,416.00
1-64113	OTHER SUPPLIES	\$ 498.17	\$ 750.00	\$ 798.11
1-64304	OFFICE EQUIPMENT- PURCHASES	\$ -	\$ 1,000.00	\$ -
1-64305	OFFICE EQUIPMENT - MAINT & REPAIR	\$ 737.10	\$ 1,500.00	\$ 1,123.22
1-64306	OFFICE EQUIPMENT - COPIER LEASE	\$ 5,153.79	\$ 3,800.00	\$ 1,635.70
1-64307	BUILDING - MAINT & REPAIR	\$ 43,063.96	\$ 30,000.00	\$ 27,347.06
1-64401	TELEPHONE LAND LINE	\$ 2,485.62	\$ 1,433.28	\$ 1,098.72
1-64403	ELECTRICITY	\$ 2,425.69	\$ 2,000.00	\$ 918.42
1-64501	INSURANCE - GEN LIAB/REAL & PERSONAL	\$ 9,128.77	\$ 6,907.52	\$ 4,442.50
1-64502	INSURANCE - ERRORS & OMISSION	\$ 3,007.50	\$ 2,349.00	\$ 1,317.00
1-64601	DUES & MEMBERSHIP	\$ 2,444.38	\$ 2,500.00	\$ 1,795.35
1-64605	SUBSCRIPTIONS	\$ 4,237.64	\$ 2,500.00	\$ 1,798.76
1-64701	TRAVEL & TRAINING EXPENSE	\$ -	\$ 500.00	\$ 500.00
1-64901	ADVERTISING EXPENSE	\$ 2,725.88	\$ 1,500.00	\$ 1,210.00
1-64907	ELECTION EXPENSE	\$ 876.34	\$ 750.00	\$ -
1-64923	MISCELLANEOUS EXPENSE	\$ 3,379.00	\$ 500.00	\$ 1,362.51
1-67103	NATURAL GAS	\$ 547.39	\$ 720.00	\$ 738.92
1-68106	WEBSITE & YEARLY MAINTENANCE	\$ 1,650.00	\$ 1,650.00	\$ 1,650.00
1-68107	SOFTWARE LICENSE INTUIT	\$ -	\$ 1,922.00	\$ -
COWLOC	LINE OF CREDIT	\$ 375.00	\$ 7,200.00	\$ 21,481.34
200	PSA HERITAGE	\$ 1,755.00	\$ 18,000.00	\$ 3,650.00
3-66111	HURRICANE BERYL NOT BUDGETED	\$ 30,000.00	\$ -	\$ 26,677.50
1-69104	AMERICAN RESCUE FUND ACT	\$ 8,972.50	\$ -	\$ -

CITY OF WALLIS - GENERAL

		2023.2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
1-69104	CDBG-MIT 22-085-054-D311 Drainage Part-GRANT FUND	\$ 179,758.20	\$ -	\$ -
GRANT	CDBG-MIT 22-085-054-D311 Sewer Part-GRANT FUND	\$ 158,434.22		\$ -
1-69104	GLO 20-065-035-C115 - GENERATORS-GRANT FUND	\$ 75,886.79	\$ -	\$ -
3-61106	CDBG 21-0196 DOWNTOWN-GRANT FUND	\$ 200,926.55	\$ 115,516.68	\$ 99,388.43
3-61106	CDBG 21-0196 DOWNTOWN CITY/PAID BY EDC 9/24	\$ -	\$ 52,500.00	\$ 28,107.44
3-66107	CPC 21-0544 PLANNING & CAPACITY (HALF EXPENSE)	\$ 44,608.00	\$ -	\$ -
	CDV21-0120-GRANT FUND	\$ 24,250.00		
	TOTAL EXPENSE: GENERAL/ADMIN	\$ 1,065,419.18	\$ 500,810.38	\$ 392,449.56
	EXPENSE: STREET DEPARTMENT			
2-61100	LONGEVITY	\$ 180.48	\$ 203.04	\$ 701.60
2-61108	SALARY	\$ 54,255.09	\$ 52,944.76	\$ 35,711.37
2-61107	OVERTIME	\$ 5,023.79	\$ 5,616.00	\$ 3,094.09
2-61201	SOCIAL SECURITY	\$ 3,684.47	\$ 3,285.68	\$ 2,408.56
2-61203	MEDICARE	\$ 861.79	\$ 768.43	\$ 563.33
2-61205	STATE UNEMPLOYMENT TAX-SUI	\$ 117.05	\$ 248.50	\$ 112.62
2-61207	WORKERS COMPENSATION	\$ 1,563.90	\$ 1,243.52	\$ 1,013.73
2-61209	GROUP INSURANCE	\$ 9,581.40	\$ 10,100.81	\$ 7,593.12
2-61211	RETIREMENT BENEFITS	\$ 3,565.60	\$ 3,179.69	\$ 2,336.39
2-63101	CONTRACT LABOR	\$ -	\$ -	\$ -
2-64107	UNIFORMS	\$ 1,782.58	\$ 1,500.00	\$ 1,212.16
2-64111	STREET SIGNS	\$ 838.00	\$ 2,000.00	\$ 751.92
2-64201	MACHINERY FUEL - DIESEL	\$ 5,392.12	\$ 4,500.00	\$ 2,763.07
2-64203	EFLEET	\$ 13,522.19	\$ 12,900.00	\$ 8,354.36
2-64303	STREET MAINTENANCE	\$ 15,764.54	\$ 15,000.00	\$ 6,740.00
2-64307	EQUIPMENT MAINT & REPAIR	\$ 10,703.23	\$ 40,000.00	\$ 4,444.73
2-64310	MOSQUITO CONTROL	\$ 1,132.86	\$ -	\$ -
2-64311	TOOL PURCHASES	\$ 268.93	\$ 1,700.00	\$ 598.76
2-64405	STREET LIGHTS	\$ 37,595.81	\$ 30,000.00	\$ 25,379.57
2-64503	INSURANCE - AUTO LIAB & DAMAGE	\$ 4,192.30	\$ 3,275.72	\$ 1,833.16
2-64504	INSURANCE - MOBILE EQUIPMENT	\$ 542.25	\$ 443.00	\$ 198.50
2-64915	CITY BEAUTIFICATION	\$ -	\$ -	\$ -
2-64923	MISCELLANEOUS EXPENSE	\$ -	\$ -	\$ 330.00
2-66501	CAPITAL EXPENDITURE	\$ 18,083.76	\$ 18,000.00	\$ 12,055.84
2-69103	STREET IMPROVEMENTS	\$ -	\$ -	\$ -
2-69105	DRAINAGE IMPROVEMENTS	\$ 1,020.94	\$ 10,000.00	\$ 1,400.00
2-69107	BRIDGE IMPROVEMENTS	\$ -	\$ -	\$ -
GRANT	CDBG MIT 22-085-054-D311-GRANT FUND	\$ -	\$ 2,886,460.98	\$ 703,014.45
GRANT	CDBG MIT 22-085-054-D311 EDC PORTION	\$ -	\$ 18,735.00	\$ -
GRANT	CDBG MIT 22-085-054-D311 CITY PORTION	\$ -	\$ 18,735.00	\$ -
	TOTAL EXPENSE: STREET DEPARTMENT	\$ 189,673.08	\$ 3,103,370.13	\$ 822,611.33
	EXPENSE: POLICE DEPARTMENT			
4-61100	LONGEVITY	\$ 877.96	\$ 823.62	\$ 737.14
4-61101	COPS GRANT	\$ -	\$ 59,257.48	\$ -
4-61101	SALARIES W/O GRANT EMPLOYEES	\$ 518,172.31	\$ 393,515.20	\$ 324,631.64
4-61101	DJ BYRNE SALARY	\$ -	\$ 66,268.80	\$ 40,780.00
4-61101	VICTIM'S GRANT SALARY	INACTIVE	\$ 61,984.00	\$ 36,267.40
4-61103	OFFICER CERTIFICATION PAY	\$ 5,975.00	\$ 6,000.00	\$ 3,275.00
4-61104	OVERTIME	\$ 52,678.23	\$ 10,500.00	\$ 14,405.16
4-61201	SOCIAL SECURITY	\$ 35,816.13	\$ 32,348.33	\$ 21,762.83
4-61203	MEDICARE	\$ 8,376.30	\$ 7,565.34	\$ 5,078.71
4-61205	STATE UNEMPLOYMENT TAX-SUI	\$ 1,057.03	\$ 1,988.00	\$ 1,119.76
4-61207	WORKERS COMPENSATION	\$ 12,511.60	\$ 9,948.16	\$ 8,110.08

CITY OF WALLIS - GENERAL

		2023.2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
4-61209	GROUP INSURANCE	\$ 71,765.06	\$ 80,907.29	\$ 57,402.49
4-61211	RETIREMENT BENEFITS	\$ 34,740.77	\$ 31,304.84	\$ 20,557.86
4-64103	OFFICE SUPPLIES	\$ 1,868.11	\$ 2,500.00	\$ 763.46
4-64105	POSTAGE	\$ 68.00	\$ 75.00	\$ 8.73
4-64107	UNIFORMS	\$ 1,485.03	\$ 1,800.00	\$ 723.23
4-64112	AMMO	\$ 1,350.00	\$ 2,500.00	\$ 1,969.78
4-64113	TASER/BODY CAM PACKAGE AXON	\$ -	\$ 15,000.00	\$ 36,305.17
4-64114	FLOCK CAMERA WITH FLOCK CAMERA GRANT	\$ 9,450.00	\$ 23,100.00	\$ 22,800.70
4-64201	FUEL	\$ 26,593.42	\$ 24,000.00	\$ 11,886.29
4-64202	RADAR CALIBRATION EXPENSE	\$ 180.00	\$ 300.00	\$ -
4-64203	VEHICLE MAINT & REPAIR	\$ 12,451.88	\$ 6,500.00	\$ 6,051.83
4-64205	VEHICLE LEASE (EFLEET)	\$ 64,763.49	\$ 54,000.00	\$ 42,890.87
4-64301	EQUIPMENT PURCHASES	\$ 664.47	\$ 5,850.00	\$ 682.00
4-64304	EQUIPMENT LEASE ICE MACHINE	\$ 2,150.00	\$ 2,652.00	\$ 1,720.00
4-64305	EQUIP MAINT & REPAIR ELECTRONIC	\$ -	\$ -	\$ -
4-64306	OFFICE EQUIPMENT - COPIER LEASE	\$ 1,878.71	\$ 2,200.00	\$ 1,111.91
4-64307	OFFICE BLDG MAINT & REPAIR	\$ 826.75	\$ 300.00	\$ 445.91
4-64401	TELEPHONE LAND LINE	\$ 3,570.38	\$ 1,433.28	\$ 798.72
4-64402	MOBILE DATA-CAD SYSTEM	\$ 3,645.44	\$ 3,240.00	\$ 2,729.92
4-64403	ELECTRICITY	\$ 2,425.69	\$ 1,951.56	\$ 918.42
4-64405	FOREFEITURE EXPENSE	\$ 169.90	\$ -	\$ -
4-64501	INSURANCE - GEN LIAB/LAW INFOR. LIAB	\$ 8,934.30	\$ 7,150.00	\$ 3,568.60
4-64503	INSURANCE - AUTO LIAB & DAMAGE/MOBILE	\$ 6,674.20	\$ 5,253.60	\$ 2,841.20
4-64601	DUES	\$ 1,749.00	\$ 2,000.00	\$ -
4-64605	SUBSCRIPTIONS	\$ 1,921.88	\$ 1,500.00	\$ 550.00
4-64606	IT SERVICES	\$ 3,595.64	\$ 3,000.00	\$ 3,521.05
4-64701	TRAVEL & TRAINING EXPENSE	\$ 249.08	\$ 3,000.00	\$ 965.00
4-64901	ADVERTISING EXPENSE	\$ -	\$ 100.00	\$ 70.00
4-64903	JAIL USE-COUNTY	\$ -	\$ 500.00	\$ -
4-64923	MISCELLANEOUS EXPENSE	\$ 1,249.06	\$ 1,300.00	\$ 16,802.85
4-68105	SOFTWARE MAINTENANCE	\$ 4,087.47	\$ 15,000.00	\$ 2,439.12
	POLICE DONATIONS	\$ -	\$ -	\$ -
	POLICE LEOSE EXPENSE	\$ 400.00	\$ -	\$ -
	KID COPS & CHRISTMAS	\$ 1,582.66	\$ -	\$ 2,011.32
	POLICE FOREFEITURE	\$ -	\$ -	\$ -
	WARRANT POOL FEES	\$ -	\$ -	\$ -
4-69106	PUBLIC RELATIONS & MARKETING	\$ -	\$ 1,800.00	\$ 470.67
4-69107	WEAPONS	\$ 693.18	\$ -	\$ 2,589.99
4-69109	EQUIPMENT WARRANTY	\$ -	\$ -	\$ -
4-69110	OFFICE FURNITURE	\$ -	\$ -	\$ -
4-69111	HEALTH & SAFETY MEASURES	\$ -	\$ 1,500.00	\$ 1,180.08
	TOTAL EXPENSE: POLICE DEPARTMENT	\$ 906,648.13	\$ 951,916.50	\$ 702,944.89
	EXPENSE: MUNICIPAL COURT			
5-21206	STATE FINE EXPENSE	\$ 231,006.13	\$ 331,000.00	\$ 102,515.50
5-21207	STATE FINE EXPENSE REPAYMENT	\$ 5,775.99	\$ 3,850.66	\$ 7,387.33
5-21243	MVBA EXPENSE	\$ 24,443.74	\$ 18,000.00	\$ 22,575.17
5-21703	OMNI FEES	\$ 2,208.20	\$ 2,000.00	\$ 1,991.78
5-61100	LONGEVITY	\$ -	\$ 63.92	\$ 63.92
5-61101	SALARIES	\$ 95,884.01	\$ 100,708.50	\$ 65,847.81
5-61201	SOCIAL SECURITY	\$ 5,944.80	\$ 6,243.93	\$ 4,082.56
5-61203	MEDICARE	\$ 1,390.33	\$ 1,460.28	\$ 954.99
5-61205	STATE UNEMPLOYMENT TAX-SUI	\$ 345.03	\$ 497.00	\$ 208.06

CITY OF WALLIS - GENERAL

		2023.2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
5-61207	WORKERS COMPENSATION	\$ 3,127.86	\$ 2,487.04	\$ 2,027.44
5-61209	GROUP INSURANCE	\$ 19,975.37	\$ 20,201.62	\$ 16,032.10
5-61211	RETIREMENT BENEFITS	\$ 4,889.76	\$ 5,179.20	\$ 3,386.40
5-62101	AUDIT FEES	\$ 10,533.33	\$ 10,500.00	\$ 10,540.00
5-62109	LEGAL PROSECUTOR	\$ 7,562.50	\$ 7,500.00	\$ 4,187.50
5-62110	OFFICER COURT DUTY	\$ 720.00	\$ 1,000.00	\$ -
5-63101	CONTRACT LABOR-ASSOC JUDGE	\$ -	\$ -	\$ 150.00
5-63102	CONTRACT LABOR-CODE ENFORCEMENT	\$ 4,280.06	\$ 5,000.00	\$ 513.50
5-64103	OFFICE SUPPLIES	\$ 600.72	\$ 750.00	\$ 409.51
5-64105	POSTAGE/TEXT MESSAGING	\$ 513.08	\$ 1,000.00	\$ 567.00
5-64305	OFFICE EQUIPMENT MAINT (IT)	\$ 953.74	\$ 1,000.00	\$ 716.95
5-64306	OFFICE EQUIPMENT - COPIER LEASE	\$ 967.77	\$ 1,140.00	\$ 720.00
5-64401	TELEPHONE LAND LINE	\$ 4,486.86	\$ 1,433.28	\$ 798.56
5-64403	ELECTRICITY	\$ 2,425.87	\$ 2,000.00	\$ 918.42
5-64601	DUES & MEMBERSHIP	\$ -	\$ 100.00	\$ -
5-64701	TRAVEL & TRAINING EXPENSE	\$ 1,924.20	\$ 1,000.00	\$ 901.03
5-64905	JURY DUTY EXPENSE	\$ 250.00	\$ 500.00	\$ -
5-64923	MISCELLANEOUS EXPENSE	\$ -	\$ 200.00	\$ 25.00
5-68105	SOFTWARE MAINTENANCE	\$ 6,032.89	\$ 18,000.00	\$ 17,955.09
5-68108	TRANSFER TO BLDG SEC & TECH FUND	\$ 27,521.18	\$ 27,000.00	\$ 17,900.54
	TOTAL EXPENSE: MUNICIPAL COURT	\$ 463,763.42	\$ 569,815.43	\$ 283,376.16
	EXPENSE: FIRE DEPARTMENT			
6-64403	ELECTRICITY	\$ 3,390.50	\$ 2,500.00	\$ 1,410.28
6-64501	GENERAL MAINTENANCE & OPERATION	\$ -	\$ -	\$ -
6-67103	NATURAL GAS	\$ 1,536.81	\$ 1,500.00	\$ 1,316.11
	TOTAL EXPENSE: FIRE DEPARTMENT	\$ 4,927.31	\$ 4,000.00	\$ 2,726.39
	EXPENSE: HUMANE DEPARTMENT			
7-64101	OPERATING SUPPLIES	\$ 537.47	\$ 750.00	\$ 112.22
7-64105	DOG POUND	\$ -	\$ 100.00	\$ -
7-64200	CONTRACT LABOR-ANIMAL CONTROL	\$ -	\$ -	\$ -
7-64701	TRAINING & TRAVEL EXPENSE	\$ -	\$ -	\$ -
7-64923	MISCELLANEOUS EXPENSE	\$ -	\$ -	\$ -
7-65000	VETERINARIAN EXPENSE	\$ 590.00	\$ 200.00	\$ -
	TOTAL EXPENSE: HUMANE DEPARTMENT	\$ 1,127.47	\$ 1,050.00	\$ 112.22
	TOTAL EXPENSE	\$ 2,631,558.59	\$ 5,130,962.44	\$ 2,204,220.55
	BUDGET SURPLUS (DEFICIT)	\$ (328,974.96)	\$ (44,027.06)	\$ 55,358.52

CITY OF WALLIS - WATER & SEWER				
		2023-2024 ACTUAL	2024-2025 BUDGET	2024-2025 CURRENT
	REVENUE: WATER/SEWER			
52101	WATER SALES	\$ 230,024.05	\$ 257,302.10	\$ 162,788.57
52101	Bulk water sales	\$ -	\$ 75,000.00	\$ 2,174.50
52141	WATER TAP FEES	\$ 1,950.00	\$ 18,000.00	\$ 1,300.00
52143	RECONNECT FEES	\$ 6,750.00	\$ 6,500.00	\$ 4,000.00
52145	LATE FEES	\$ 13,820.61	\$ 11,000.00	\$ 8,901.84
52150	SALES TAX	\$ 13,339.42	\$ 13,100.00	\$ 9,659.30
52201	SEWER SALES	\$ 181,541.97	\$ 192,055.60	\$ 139,056.71
52241	SEWER TAP FEES	\$ 1,950.00	\$ 18,000.00	\$ 1,300.00
52250	WATER & SEWER EXTENTIONS	\$ -	\$ -	\$ -
52301	GARBAGE FEES	\$ 174,982.40	\$ 187,710.00	\$ 126,236.66
56121	INTEREST INCOME	\$ 2,206.23	\$ 1,800.00	\$ 1,300.76
56149	WATER SALES (TRANSFER)	\$ -	\$ 21,384.00	\$ 14,846.00
56149	SEWER SALES (TRANSFER)	\$ -	\$ 13,944.00	\$ -
GRANT	GLO 20-065-035-C115 GENERATORS-GRAN	\$ -	\$ -	\$ -
GRANT	CDBG 22-085-054-D311-GRANT FUND	\$ -	\$ 2,216,570.20	\$ 1,230,507.64
GRANT	CDBG 22-085-054-D311 EDC PORTION-GRAN	\$ -	\$ 10,296.00	\$ -
GRANT	21-22 CDBG TEXAS WATER WELL #1	\$ -	\$ 315,000.00	\$ -
GRANT	CPC21-0544 PLANNING-GRANT FUND	\$ -	\$ -	\$ -
	RESERVES	\$ -	\$ -	\$ -
	TOTAL: REVENUE	\$ 626,564.68	\$ 3,357,661.90	\$ 1,702,071.98
	EXPENSE: WATER/SEWER			
61100	LONGEVITY	\$ 641.08	\$ 592.20	\$ 592.20
61101	SALARIES	\$ 228,557.95	\$ 227,063.20	\$ 157,704.86
61104	OVERTIME	\$ 10,455.61	\$ 10,000.00	\$ 5,932.61
61201	SOCIAL SECURITY	\$ 14,829.50	\$ 14,077.94	\$ 10,156.06
61203	MEDICARE	\$ 3,468.05	\$ 3,292.50	\$ 2,375.07
61205	STATE UNEMPLOYMENT TAX-SUI	\$ 589.58	\$ 994.00	\$ 4,750.45
61207	WORKERS COMPENSATION	\$ 6,255.72	\$ 4,974.08	\$ 4,055.02
61209	GROUP INSURANCE	\$ 25,265.76	\$ 30,302.43	\$ 22,778.19
61211	RETIREMENT BENEFITS	\$ 14,230.27	\$ 13,623.82	\$ 5,627.84
62101	AUDIT FEES	\$ 10,533.34	\$ 10,500.00	\$ 9,588.75
62105	ENGINEERING FEES	\$ 4,400.00	\$ 10,000.00	\$ -
63101	ENVIRONMENTAL CONTRACTS	\$ 6,856.37	\$ 5,000.00	\$ 3,548.65
63102	LICENSE PERMITS	\$ 4,188.26	\$ 5,000.00	\$ 3,054.11
63103	CONTRACT LABOR W/S MAINTENANCE	\$ 78,000.00	\$ 72,000.00	\$ 42,000.00
63109	GARBAGE PICKUP	\$ 146,419.13	\$ 168,318.00	\$ 113,576.07
64101	OPERATING SUPPLIES	\$ 4,970.17	\$ 4,000.00	\$ 2,803.24
64103	OFFICE SUPPLIES	\$ 906.54	\$ 1,800.00	\$ 2,660.00
64104	SOFTWARE & MAINTENANCE	\$ 298.52	\$ 2,500.00	\$ 191.75
64105	POSTAGE-WATER BILLS	\$ 4,447.03	\$ 5,000.00	\$ 3,791.50
64107	UNIFORMS	\$ 1,626.52	\$ 1,500.00	\$ 1,012.17
64108	SALES TAX EXPENSE	\$ 14,571.27	\$ 13,000.00	\$ 8,456.35
64109	CHEMICALS	\$ 6,340.17	\$ 7,000.00	\$ 2,521.25
64113	OTHER SUPPLIES	DELETE	\$ -	\$ -
64115	WATER CONSERVATION EXPENSE	\$ 3,267.81	\$ 5,500.00	\$ 2,288.72
64201	FUEL	\$ 8,195.30	\$ 9,000.00	\$ 2,668.05
64203	EFLEET	\$ 13,472.27	\$ 12,912.00	\$ 10,219.56
64204	EQUIPMENT PURCHASES	\$ 15.96	\$ 1,500.00	\$ -
64205	EQUIPMENT LEASE / RENTAL	\$ 2,906.50	\$ 5,600.00	\$ 1,720.00
64305	EQUIPMENT MAINT & REPAIR	\$ 6,491.40	\$ 7,000.00	\$ 11,580.51
64307	SYSTEM MAINT & REPAIR	\$ 53,949.15	\$ 40,000.00	\$ 22,610.33

CITY OF WALLIS - WATER & SEWER				
		2023-2024 ACTUAL	2024-2025 BUDGET	2024-2025 CURRENT
64308	WATER & SEWER EXTENTIONS	\$ 579.95	\$ 3,000.00	\$ -
64309	BUILDING MAINT & REPAIR	\$ 7,891.76	\$ 4,000.00	\$ 1,008.73
64311	TOOL PURCHASES	\$ 279.30	\$ 2,000.00	\$ 21.99
64402	TELEPHONE CELLULAR	\$ 851.20	\$ 1,004.00	\$ 586.34
64403	ELECTRICITY	\$ 40,701.29	\$ 39,400.00	\$ 19,325.52
64501	INSURANCE - SEWAGE BACKUP	\$ 618.75	\$ 495.00	\$ 247.50
64503	INSURANCE - AUTO LIAB & DAMAGE	\$ 4,192.29	\$ 3,275.72	\$ 1,833.14
64504	INSURANCE - MOBILE EQUIPMENT	\$ 542.25	\$ 443.00	\$ 198.50
64701	TRAVEL / TRAINING EXPENSE	\$ -	\$ 1,250.00	\$ 606.00
64901	ADVERTISING EXPENSE	\$ 820.00	\$ -	\$ 70.00
64923	MISCELLANEOUS EXPENSE	\$ -	\$ 200.00	\$ 27.00
66501	CAPITAL OUTLAY EQUIPMENT	ZERO	\$ 20,000.00	\$ -
66502	CNH CAPITAL LOAN-CASE BACKHOE	ZERO	\$ -	\$ -
67103	ENTEX/NATURAL GAS	\$ 4,072.67	\$ 3,100.00	\$ 1,967.98
	REAL PROPERTY	\$ -	\$ 30,000.00	\$ 700.00
GRANT	GLO 20-065-035-C115 GENERATORS-GRANT	\$ -	\$ -	\$ -
GRANT	CDBG 22-085-054-D311 Sewer Facility\$158,41	\$ -	\$ 2,216,570.20	\$ 1,230,507.64
GRANT	CDBG 22-085-054-D311 CITY & EDC-GRANT	\$ -	\$ 20,592.00	\$ -
GRANT	21-22 CDBG TEXAS WATER WELL #1	\$ -	\$ 350,000.00	\$ -
GRANT	CPC21-0544 PLANNING-GRANT FUND	\$ 2,909.50	\$ -	\$ -
	TOTAL: EXPENSE	\$ 736,698.69	\$ 3,387,380.09	\$ 1,715,363.65
	BUDGET SURPLUS (DEFICIT)	\$ (110,134.01)	\$ (29,718.19)	\$ (13,291.67)

MYNARIK PARK PO BOX 190 WALLIS TX 77485		2023-2024 ACTUALS	2024-2025 BUDGET	2024-2025 CURRENT
REVENUE: MYNARIK PARK				
8-41000	MYNARIK PARK RENTAL FEES	\$ 690.00	\$ 1,000.00	\$ 300.00
8-42000	JULY 4TH EVENT DONATIONS	\$ 11,875.00	\$ 11,000.00	\$ 1,950.00
8-43000	PARK EVENT INCOME	\$ 6,127.00	\$ 5,000.00	\$ 1,100.00
	CLM No. TX228968			\$ 65,164.00
8-49000	INTEREST	\$ 22,090.07	\$ 12,000.00	\$ 10,656.81
TOTAL REVENUE: MYNARIK PARK		\$ 40,782.07	\$ 29,000.00	\$ 79,170.81
EXPENSE: MYNARIK PARK				
8-50001	ACCOUNTING & AUDIT FEES	\$ -	\$ -	\$ -
8-50002	ARCHITECT / CONCEPTUAL DESIGN	\$ -	\$ -	\$ -
8-50003	ENGINEERING SERVICES	\$ -	\$ -	\$ -
8-50004	ENVIRONMENTAL CONTRACTS	\$ 2,287.21	\$ 2,000.00	\$ 1,738.89
8-50005	LEGAL FEES	\$ -	\$ -	\$ -
8-61101	SALARIES	\$ -	\$ -	\$ -
8-61104	RETIREMENT	\$ -	\$ -	\$ -
8-61201	SOCIAL SECURITY	\$ -	\$ -	\$ -
8-61203	MEDICARE	\$ -	\$ -	\$ -
8-61205	STATE UNEMPLOYMENT TAX-SUI	\$ -	\$ -	\$ -
8-61206	WORKERS COMPENSATION	\$ -	\$ -	\$ -
8-62101	EQUIPMENT PURCHASES	\$ -	\$ 750.00	\$ 17,152.11
8-62102	EQUIPMENT MAINT & REPAIR	\$ 1,836.91	\$ 2,000.00	\$ -
8-62103	MACHINERY FUEL & DIESEL	\$ 1,500.00	\$ 1,500.00	\$ 1,312.40
8-62105	OPERATING SUPPLIES	\$ 1,100.45	\$ 1,250.00	\$ 352.64
8-63101	BUILDING MAINT & REPAIR	\$ 1,751.28	\$ 1,500.00	\$ 514.72
8-63102	ELECTRICITY	\$ 1,364.99	\$ 2,000.00	\$ 782.74
8-63300	GROUNDS MAINTENANCE	\$ 602.72	\$ 3,000.00	\$ 797.64
8-63301	ROAD MAINTENANCE	\$ -	\$ 5,000.00	\$ -
8-63400	SECURITY SYSTEM	\$ 1,015.52	\$ 1,500.00	\$ 712.16
8-64501	INSURANCE-REAL/PERS PROPERTY	\$ 7,616.09	\$ 5,882.52	\$ 3,479.26
8-64502	INSURANCE-GENERAL LIABILITY	\$ 384.32	\$ 295.00	\$ 166.64
8-64900	JULY 4TH EVENT	\$ 15,792.57	\$ 11,000.00	\$ 1,877.13
	CLM No. TX228968			\$ 66,398.00
8-70000	CAPITAL IMPROVEMENTS-ROAD/PARKING	\$ -	\$ 60,000.00	\$ -
8-80000	CAPITAL IMPROVEMENTS-PARK	\$ -	\$ 40,000.00	\$ -
8-90000	CAPITAL IMPROVEMENTS	\$ -	\$ -	\$ -
TOTAL EXPENSE: MYNARIK PARK		\$ 35,252.06	\$ 137,677.52	\$ 95,284.33
BUDGET SURPLUS (DEFICIT)		\$ 5,530.01	\$ (108,677.52)	\$ (16,113.52)

Engineers' Monthly Report
May 2025 Work
CDBG-MIT Contract No. 22-085-054-D311
City of Wallis
Weishuhn Engineering, Inc./Wilson Engineering Company

Storm Water (CID-02)

1. Contractor is moving forward with Section B work (approximately 35 to 40% complete). Progress is improving with utilization of steel pipe to decrease impact of ditch grading.
2. No issues with residents at this time
3. Approximately 37% complete.

Sanitary Sewer (CID-01)

1. Contractor addressed punch list items and completed the work.
2. Contractor provided final invoice.
3. WEI delivered shop drawings to the City of Wallis with project close out documentation.

Work Anticipated for Next Reporting Period

1. CID-02 Contractor support during construction. Optimistically hoping for Section B to be complete.
2. Install the trench drain driveway on Henry Street at Spinks residence to amend steep slopes in Section D. The other Henry Street driveway resident (Urbish) is ok with her slopes and wishes to keep the driveway installed.
3. Measurement, payment and job observation as needed.

Concerns

1. None at this time.

City Secretary

From: Bradley Loehr <bradley@befcoengineering.com>
Sent: Friday, June 13, 2025 11:09 AM
To: City Secretary
Subject: City of Wallis-TDA TxCDBG Water Well 1 Grant with Extra Work for Electrical & Controls

Good Morning Sheila, hope all is well. Updated for council, I will not be in attendance.

Existing Water Well 1 Rehab Construction Contract with J&S Water Wells (Phase 1)

- *Verified that J&S has received payment for Pay Request 1;*
- *Got with J&S and then sent Vicki with Grantworks and TDA Project Specialist an e-mail relating to Change Order 1 to add VFD/electrical and rectify final quantities; and*
- *Only item left for construction is setting the new 40 Hp Motor by J&S and in the near future by Mercer Controls to install the New VFD & associated electrical.*

Future Electrical/Controls Work at Water Well 1 Plant and Water Plant 2 (Phase 2)

- *Met with City Staff and BEFCO Electrical Engineer to go over proposed scope of work at both sites;*
- *BEFCO entered subconsultant contract with Guzman Engineering for Electrical Engineering Services for this extra work. Please note that Guzman Engineering will be doing the design and BEFCO will still put together the bid package & provide construction management;*
- *Obtained electrical diagram for Water Well 1 New VFD in Phase 1 from Mercer Controls and e-mailed to electrical engineer; and*
- *Sent e-mail to Vicki asking for an update on environmental for the extra work.*

Apologize, but can't give an overall update on timeframe as Mercer hasn't communicated back when they intend to come to Wallis and install VFD for Water Well 1. Wishing a good Friday and weekend to y'all. Take care, Bradley

CITY OF WALLIS

6810 GUYLER ST., WALLIS, TX 77485
979-478-6712

City of Wallis, Texas
Plat/Land Plan Submittal
Application

Please provide the following information & return your submittal to the City of Wallis, 6810 Guyler St. Bldg. B, Wallis, TX 7785. Attention: Permit Department, per the attached "Plat Submit at Timeline" schedule.

Subdivision Name: Millbrooke, Section 1

Development: _____

Submittal Type:

☐ Land Plan

☒ Final Plat

☐ Minor Final Plat

☐ Preliminary Plat

☐ Final Replat

☐ Vacating Plat

☐ Preliminary Replat

☐ Street Dedication

☐ Amending Plat

☐ Abbreviated Final Plat

Reason for Submission of a Replat, Vacating Plat or Amending Plat:

Type of Plat:

☒ Single-Family Residential

☐ Duplexes-Residential

☐ Commercial/Industrial/Institutional

☐ Multi-Family Residential

☐ Town Homes

☐ Business/Office

☐ Patio Homes

☐ Planned Development

Owner: Wallis 25 LLC

Contact Person Name: Jerry Leblanc

Address: 11210 Blume Ave, #200, Houston, Texas 77034

Phone#: 936-522-7499

Fax Number: _____

Email: jleblanc@binnacledevelopment.com

Professional Engineer/Registered Land Surveyor or Authorized Agent

Company: A&S Engineers, Inc.

Contact Person Name: Julie Mahan

Address: 10377 Stella Link Road, Houston, Texas 77025-5445

Phone#: 713-942-2747 (Cell 979-709-2883)

Fax Number: _____

Email: jm@as-engineers.com

Plat Location: ☒ City ☐ Extraterritorial Jurisdiction

Survey/Abstract No. Milburn & Davis League, Abstract 71

Geographic Location (List major streets,
bayous, creeks & adjacent subdivisions)

Railroad Street and 1111' west of Cedar St.

Jurisdictions:

Utility District: _____ School District: Brazos ISD County: Hard

Plat Data:

Number of Lots: 37 lots Total Acres In Reserve: 3.75 acres

Variance Request: ☒ None ☐ Yes (Attached Form) ☐ Previously Approved

Improvement Provisions:

Utilities Constructed By: _____

Maintained By: _____
(upon acceptance)

Pavement Constructed By: _____

Maintained By: _____
(upon acceptance)

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT and that the undersigned is authorized to create & submit this application. Incomplete applications shall not be considered by the City.

Julie Mahan
Signature of Applicant

Checklist for all Submittals:

- Three (3) copies of the Completed Application Form
- Copy of Driver's License
- Final Tax Certificate
- Final Title Report
- Copies of Notice Letters to the 6 entities above (if applicable)
- Required number and size of copies of plat/land plan (3-24"x36", 14-11"x17" paper prints)
- Required USB Flash Drive or Link to Drop Box containing an AutoCad file (if requested) and pdf file of the project, including, but not limited to, plat pages, reports, studies, calculations, any TIA studies or environmental reports That have been done, plans, utility plans, and other supporting information.

Notice provided to: (Provide one copy of each letter,)

- County Judge (if located in ETJ)
1 E Main Street
Bellville, TX 77418

- Municipal Utility
City of Wallis
PO Box 190
Wallis, TX 77485

- Post Office
6418 Railroad St.
Wallis, TX 77485

- Brazos I.S.D.,
- P. O. Box 8:19
Wallis, TX 77485

- CenterPoint Energy
18018 Huffmeister Road
Cypress, TX 77429

CITY OF WALLIS

6810 GUYLER ST., WALLIS, TX 77485
979-478-6712

City of Wallis, Texas
Plat/Land Plan Submittal
Application

Please provide the following information & return your submittal to the City of Wallis, 6810 Guyler St. Bldg. B, Wallis, TX 7785. Attention: Permit Department, per the attached "Plat Submit al Timeline" schedule.

Subdivision Name: Millbrooke, Section 2

Development: _____

Submittal Type:

☐ Land Plan

☐ Final Plat

☐ Minor Final Plat

☒ Preliminary Plat

☐ Final Replat

☐ Vacating Plat

☐ Pre liminary Replat

☐ Street Dedication

☐ Amending Plat

☐ Abbreviated Final Plat

Reason for Submission of a Replat, Vacating Plat or Amending Plat:

Type of Plat:

☒ Single-Family Residential

☐ Duplexes-Residential

☐ Commercial/Industrial/Institutional

☐ Multi-Family Residential

☐ Town Homes

☐ Business/Office

☐ Patio Homes

☐ Planned Development

Owner: Wallis 26 LLC

Contact Person Name: Jerry LeBlanc

Address: 11210 Blume Ave, #200, Houston, Texas 77034

Phone#: 939-522-7499

Fax Number: _____

Email: jleblanc@binnacledevelopment.com

Professional Engineer/Registered Land Surveyor or Authorized Agent

Company: A&S Engineers, Inc.

Contact Person Name: Julie Mahan

Address: 10377 Stella Link Road, Houston, Texas 77025-5445

Phone#: 713-942-2747 (Cell 979-709-2883)

Fax Number: _____

Email: jm@as-engineers.com

Plat Location: ☒ City ☐ Extraterritorial Jurisdiction

Survey/Abstract No. Milburn & Davis League, Abstract 71

Geographic Location (List major streets,
bayous, creeks & adjacent subdivisions)

Railroad Street and 1111' west of Cedar St.

Jurisdictions:

Utility District: _____ School District: Brazos ISD County: Reed

Plat Data:

Number of Lots: 38 Total Acres In Reserve: 0.275 acres

Variance Request: ☒ None ☐ Yes (Attached Form) ☐ Previously Approved

Improvement Provisions:

Utilities Constructed By: _____ Maintained By: _____
(upon acceptance)

Pavement Constructed By: _____ Maintained By: _____
(upon acceptance)

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT and that the undersigned is authorized to create & submit this application. Incomplete applications shall not be considered by the City.

Julie Mahan
Signature of Applicant

Checklist for all Submittals:

- Three (3) copies of the Completed Application Form
- Copy of Driver's License
- Final Tax Certificate
- Final Title Report
- Copies of Notice Letters to the 6 entities above (if applicable)
- Required number and size of copies of plat/land plan (3-24"x36", 14-11"x17" paper prints)
- Required USB Flash Drive or Link to Drop Box containing an AutoCad file (if requested) and pdf file of the project, including, but not limited to, plat pages, reports, studies, calculations, any TIA studies or environmental reports that have been done, plans, utility plans, and other supporting information.

Notice provided to: (Provide one copy of each letter,)

- County Judge (if located in ETJ)
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Bellville, TX 77418

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Wallis, TX 77485

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Wallis, TX 77485

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18018 Huffmeister Road
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CITY OF WALLIS

6810 GUYLER ST., WALLIS, TX 77485
979-478-6712

City of Wallis, Texas
Plat/Land Plan Submittal
Application

Please provide the following information & return your submittal to the City of Wallis, 6810 Guyler St. Bldg. B, Wallis, TX 7785. Attention: Permit Department, per the attached "Plat Submittal Timeline" schedule.

Subdivision Name: Millbrooke, Section 3

Development: _____

Submittal Type: ☐ Land Plan ☒ Final Plat ☐ Minor Final Plat
☐ Preliminary Plat ☐ Final Replat ☐ Vacating Plat
☐ Preliminary Replat ☐ Street Dedication ☐ Amending Plat
☐ Abbreviated Final Plat

Reason for Submission of a Replat, Vacating Plat or Amending Plat:

Type of Plat: ☒ Single-Family Residential ☐ Duplexes-Residential ☐ Commercial/Industrial/Institutional
☐ Multi-Family Residential ☐ Town Homes ☐ Business/Office
☐ Patio Homes ☐ Planned Development

Owner: Wallis 26 LLC Contact Person Name: Jerry Leblanc
Address: 11210 Blume Ave, #200, Houston, Texas 77034
Phone#: 936-522-7499 Fax Number: _____
Email: jleblanc@Binnacle Development.com

Professional Engineer/Registered Land Surveyor or Authorized Agent

Company: A&S Engineers, Inc. Contact Person Name: Julie Mahan
Address: 10377 Stella Link Road, Houston, Texas 77025-5445
Phone#: 713-942-2747 (Cell 979-709-2883) Fax Number: _____
Email: jm@as-engineers.com

Plat Location: ☒ City ☐ Extraterritorial Jurisdiction

Survey/Abstract No. Milburn & Davis League, Abstract 71

Geographic Location (List major streets,
bayous, creeks & adjacent subdivisions)

Railroad Street and 1111' west of Cedar St.

Jurisdictions:

Utility District: _____ School District: Brazos ISD County/County Seat: _____

Plat Data:

Number of Lots: 24 lots Total Acres In Reserve: 2.215 acres

Variance Request: ☒ None ☐ Yes (Attached Form) ☐ Previously Approved

Improvement Provisions:

Utilities Constructed By: _____ Maintained By: _____
(upon acceptance)

Pavement Constructed By: _____ Maintained By: _____
(upon acceptance)

This is to certify that the information on this form is COMPLETE, TRUE, and CORRECT and that the undersigned is authorized to create & submit this application. Incomplete applications shall not be considered by the City.

Julie Mahan
Signature of Applicant

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- Brazos I.S.D,
P. O. Box 8:19
Wallis, TX 77485

- CenterPoint Energy
18018 Huffmeister Road
Cypress, TX 77429

PERMIAN

PUMP & VALVE

A Permian Valve Repair, Inc. DBA
PO Box 70141
Odessa, TX 79769

QUOTATION

Order Number	
1007225	
Order Date	Page
05/09/2025	1 of 1

Quote Expires On: 06/08/2025

Bill To:

City Of Wallis
P.O Box 190
Wallis, TX 77485

Ship To:

City Of Wallis
6810 Guyler St. Bldg B
Wallis, TX 77485

Customer ID: 10383

Requested By: ROYCE MAHA

Location ID: 300

PO Number					Ship Via	Sales Rep	Taker		
T3 5HP PUMP PKG						HOUSTON HOUSE	MICHAEL.COMRIE		
Quantities					Item ID Item Description		Pricing UOM	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM	Disp.					

Order Note: VERIFYING LEAD TIME

ATTN: ROYCE

BEST REGARDS, MICHAEL COMRIE

2.00	0.00	2.00 EA	CFGR ST3	EA	6,280.00	12,560.00
			3x3 SELF PRIMING PUMP			
		Order Line Notes: WE ARE PLEASED TO OFFER THE FOLLOWIGN 3X3 SELF PRIMER FOR YOUR APPLICATION. THE PUMP WILL BE DRIVEN VIA COUPLING AND POWERED BY A 5HP/1750/1PH/TEFC ELECTRIC MOTOR. THE PUMP AND MOTOR WILL BE MOUNTED ON A CHANNEL IRON BASEPLATE AND CONTAIN A COUPLING GUARD.				
8.00	0.00	8.00 HR	SHANE C LEAD TECH	HR	90.00	720.00
			LEAD TECH HOURS			

Total Lines: 2

SUB-TOTAL: 13,280.00

TAX: 0.00

AMOUNT DUE: 13,280.00

U.S. Dollars

**CONTRACT FOR ELECTION
SERVICES**

**Austin County
November 4, 2025**

THIS CONTRACT FOR ELECTION SERVICES (this "Contract") is made and entered into by and between the ELECTIONS OFFICIAL OF AUSTIN COUNTY, TEXAS ("Contracting Officer") and the Local Political Subdivision set forth on the signature page of this Contract (the "LPS") pursuant to the authority under Section 31.092(a) of the Texas Election Code.

RECITALS

WHEREAS, the LPS expects to order an election during the term of this Contract.

WHEREAS, the LPS desires that certain election services for the Election be provided by the Contracting Officer pursuant to Chapter 31, Subchapter D of the Texas Election Code and;

WHEREAS, the Contracting Officer and the LPS desire to enter into a contract setting out the respective responsibilities of the parties;

NOW, THEREFORE, the parties to this Contract agree as follows with respect to the coordination, supervision, and conduct of the Election.

I. GENERAL PROVISIONS.

- A. The purpose of this Contract is to maintain consistency and accessibility in voting practices, polling places, and election procedures to best assist the voters of the LPS. For purposes of this Contract the term "Election" will include any resulting recount or election contest. It will also apply to any election to resolve a tie.
- B. The Contracting Officer is hereby appointed to serve as the LPS's Election Officer and Early Voting Clerk to conduct the Election for those areas of the LPS located in Austin County. As Election Officer and Early Voting Clerk, the Contracting Officer will coordinate, supervise and conduct all aspects of administering voting in connection with the Election in compliance with all applicable law except as otherwise provided in this Contract.
- C. The LPS agrees to commit the funds necessary to pay for election related expenses for the LPS's election.
- D. The Contracting Officer has the right to enter into agreements with other entities at any time and may require that authorities of LPS's holding elections on the same day in all or part of the same territory to enter into a joint election agreement as authorized in Chapter 271 of the Texas Election Code. The LPS agrees to enter into a joint election agreement required by Austin County.

II. RESPONSIBILITIES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

- A. *Nomination of Presiding Judges and Alternate Judges.*** The Contracting Officer shall recruit and appoint Election Day presiding and alternate judges, central counting station judge, and the Early Voting Ballot Board (EVBB) presiding judge, all of which shall meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code. The Contracting Officer has a number of English and Spanish speaking clerks to provide the needs of the Spanish-speaking voters in the election.
- B. *Notification to LPS.*** The Contracting Officer shall provide the LPS with the most up-to-date list of presiding judges, alternate judges and clerks.
- C. *Notification to Presiding and Alternate Judges; Appointment of Clerks.***
1. The Contracting Officer shall notify each presiding and alternate judge of his or her appointment. The notification will also include the assigned polling location, the date of the election training(s), the date and time of the election, the number of clerks the judge may appoint, the eligibility requirements for election workers, and the name of the presiding or alternate judge as appropriate.
 2. The election judge will make the clerk appointments in consultation with the Contracting Officer.
- D. *Election Training.*** The Contracting Officer shall be responsible for conducting election training for the presiding judges, alternate judges, clerks, and Early Voting deputies in the operation and troubleshooting of voting system and the conduct of elections, including qualifying voters, maintaining order at the polling location, conducting provisional voting and curbside voting. The Contracting Officer shall determine the date, time, and place for such school(s) and notify the presiding judges, alternate judges, and clerks of such.
- E. *Logic and Accuracy Testing.*** In advance of Early Voting, the Contracting Officer, the tabulation supervisor, and other members the Contracting Officer designates for the testing board shall conduct all logic and accuracy testing in accordance with the procedures set forth by the Texas Election Code and under guidelines provided by the Secretary of State's office. The Contracting Officer shall also be responsible for the publication of the required notice of such testing.
- F. *Contracting with Third Parties.*** In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third persons for election services and supplies. The cost of such third-person services and supplies will either be paid by the Contracting Officer and reimbursed to her/him by the LPS or the LPS will pay such cost directly to the third persons, as agreed by the parties at the time the services and supplies are ordered.
- G. *Election Supplies.*** The Contracting Officer shall procure, prepare, and distribute to the presiding judges for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following election supplies: election and early voting kits (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code) seals, sample ballots, thermal paper rolls for DS200 Scanners, hot spots and all consumable-type office supplies necessary to hold an election.

H. *Registered Voter List.* The Contracting Officer shall provide lists of registered voters required by law for use on Election Day and for the Early Voting period via the Knowink Poll Pad.

I. *Notice at Previous Polling Place.* The Contracting Officer shall post notices of a change in a polling place at the entrance to the previous polling location. Section 43.062 of the Texas Election Code provides that the notice shall state the location has changed and give the location of the new polling place.

J. *Election Equipment.* The Contracting Officer shall prepare and distribute the Express Vote Machines, DS200 Scanner and Knowink Poll Pad for the election. Each polling location will have at least one voting machine that is accessible to disabled voters and provides a practical and effective means for voters with disabilities to cast a secret ballot.

K. *Ballots.* The Contracting Officer or designee shall be responsible for the preparation, printing, programming and distribution of English and Spanish ballots and sample ballots, including the mail ballots, based on the information provided by the LPS, including names of the candidates, names of the offices sought, order of names on the ballot, propositions on the ballot, and the Spanish translation of the offices and any propositions. The ballot will be prepared in these formats: paper and auditory.

L. *Early Voting.* In accordance with Sections 31.097 of the Texas Election Code, the Contracting Officer shall serve as Early Voting Clerk for the election.

1. The Contracting Officer shall supervise and conduct early voting by mail and by personal appearance and shall secure personnel to serve as Early Voting Deputies.
2. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations as determined by the Contracting Officer.
3. The Contracting Officer shall receive mail ballot applications on behalf of the LPS. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or deputies at the Elections Office, located at 804 East Wendt Street, Bellville, Texas 77418. Applications for mail ballots erroneously sent to the LPS shall be faxed promptly to the Contracting Officer for timely processing then the original application shall be forwarded to the Contracting Officer for proper retention.
4. Early voting ballots shall be secured and maintained at the Elections Office, located at 804 East Wendt Street, Bellville, Texas 77418 and in accordance with Chapter 87 of the Texas Election Code. The Early Voting Ballot Board shall meet at the same location unless posted differently.

M. *Election Day Polling Locations.* The Election Day polling locations are determined by the Contracting Officer in consultation with the LPS and in accordance with the Texas Election Code. The Contracting Officer shall arrange for the use of all Election Day polling places and shall arrange for the setting up of the polling location including tables, chairs, and voting booths.

N. Election Day Activities.

1. The Contracting Officer and staff shall be available from 6:30 am until the completion of vote counting on Election Day to render technical support and assistance to voters and election workers.
2. The Contracting Officer and staff shall prepare and conduct Election Night intake of election equipment, supplies and records.
3. The central counting station manager, tabulation supervisor, and alternate supervisor will count the votes in conjunction with the Early Voting Ballot Board and the Central Counting Station Judge.

O. Election Night Reports. The Contracting Officer shall prepare the unofficial and official tabulation of precinct results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the LPS via e-mail as soon as they are prepared and may be released under law, but no earlier than 7:05 pm on Election Day. The tabulation reports may also be provided to other entities as necessary for the election.

P. Provisional Votes/Determination of Mail Ballots Timely Received under Section 86.007(d) of the Texas Election Code. The Contracting Officer, serving as voter registrar, shall retain the provisional voting affidavits and shall provide factual information on each of the provisional voters' status. The Contracting Officer shall reconvene the EVBB after the election within the time set forth in Section 65.051 of the Texas Election Code for the purpose of determining the disposition of the provisional votes. At the same time, the EVBB will review mail ballots timely received under Section 86.007(d) of the Texas Election Code to determine whether such will be counted and to resolve any issues with such ballots.

Q. Canvass Material Preparation. Promptly after determination of the provisional votes and resolution of any mail ballots, the Contracting Officer shall work with the EVBB to tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations, and submit new unofficial tabulations to the LPS. The reports will serve as the canvass materials for the LPS.

R. Custodian of Election Records. The election records will be submitted to the LPS except for those records that must be maintained by the Contracting Officer as Voter Registrar in accordance with Section 66.051 of the Texas Election Code. The Contracting Officer is hereby appointed the custodian of voted ballots and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law. The Contracting Officer shall also maintain custody of the records pertaining to the operation of the Poll Pads.

S. Recount.

1. If required by law, the Contracting Officer shall perform a partial manual count of ballots in accordance with section 127.201 of the Texas Election Code. A recount may also be requested in accordance with Chapter 212 of the Texas Election Code.
2. The LPS shall advise the Contracting Officer if a recount is required by law or requested and the Contracting Officer and the LPS shall discuss how such recount is

to be conducted. The LPS shall reimburse the Contracting Officer for the cost of such count which is not included in the original invoice.

T. *Schedule for Performance of Services.* The Contracting Officer shall perform all election services in accordance and compliance with the time requirements set out in the Texas Election Code.

U. *Contracting with Third Parties.* In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third parties for election services and supplies. The cost of such third-party services and supplies will be paid by the Contracting Officer and reimbursed by the LPS.

V. *Department of Justice Preclearance for General Elections.* If required by law, any changes to the general conduct of voting in Austin County will be pre-cleared through the United States Department of Justice by the Contracting Officer with copies of the submission and response e-mailed to the LPS.

III. RESPONSIBILITIES OF THE LPS. The LPS shall perform the following responsibilities:

A. *Applications for Mail Ballots.* The LPS shall date stamp and then as promptly as possible fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the LPS shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

B. *Election Orders, Election Notices, and Canvass.* The LPS shall be responsible for preparing, adopting, publishing, and posting all required election orders, resolutions, notices and other documents, including bilingual materials, evidencing action by the governing authority of the LPS necessary to the conduct of the election. The LPS shall be responsible for conducting the official canvass of the election.

C. *Map/ Annexations.* The LPS shall provide the Contracting Officer with an updated map and street index of its jurisdiction in an electronic or printed format and shall advise the Contracting Officer of any annexations or de-annexations.

D. *Department of Justice Preclearance for Special Elections.* If required by law, the LPS shall be individually responsible for obtaining appropriate preclearance from the United States Department of Justice for any special elections.

E. *Ballot Information.* The LPS shall prepare the text for the LPS's official ballot in English and Spanish and provide to the Contracting Officer as soon as possible at the end of the period for ordering the election or filing for candidacy. The ballot information shall include a list of propositions showing the order and the exact manner in which the candidates' names and the propositions are to appear on the ballot. The LPS shall promptly review for correctness the ballot when requested by the Contracting Officer to do so prior to finalization and shall approve by e-mail or by signature in person.

F. *Precinct Reports to the Texas Secretary of State.* Based on information provided by the Contracting Officer, the LPS shall prepare and file all required precinct reports with the Texas Secretary of State.

G. **Annual Voting Report.** The LPS shall be responsible for filing its annual voting system report to the Texas Secretary of State as required under Chapter 123 *et seq.* of the Texas Election Code.

IV. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. **Number of Election Workers at Election Day Polling Locations.** It is agreed by the Contracting Officer and the LPS that there will be at least three election workers at each Election Day polling location: the presiding judge, an alternate judge, and at least one election clerk appointed by the presiding judge. The number of necessary clerks is derived from the number of elections at the poll and the number of registered voters for that poll.

B. **Compensation for Election Workers.** The Contracting Officer shall compensate all election workers in accordance with the Contracting Officer's established compensation policies, in accordance with the Texas Election Code and using the rates set by Austin County Commissioners Court for county elections. The Contracting Officer shall pay the workers and be reimbursed by the entities sharing the polling location

V. PAYMENT

A. **Charges and Distribution of Costs.** In consideration of the joint election services provided by the Contracting Officer, the LPS will be charged a pro rata share of election costs and an administrative fee. The costs distribution is set forth in the Joint Election Agreement. A cost estimate shall be provided upon request only after all entities participating in the election are identified.

B. **Administrative Fee.** The Contracting Officer shall charge a fee equal to 10% of the LPS's share of the cost of the election or a minimum of \$75.00.

C. **Equipment Rental Fee.** Per Section 123.032(d) of the Texas Election Code, the Austin County Commissioners Court may set equipment rates.

D. **Billing.** As soon as reasonably possible after the election, Contracting Officer will submit an itemized invoice to the LPS for (a) actual expenses directly attributable to the coordination, supervision, and running of the election and incurred on behalf of the LPS by Contracting Officer, including expenses for supplies in connection with the election school(s), election supplies, wages paid to Contracting Officer's employees for services under this contract performed outside of normal business hours, election workers, and any other expenses reasonably and directly related to the election, including, without limitation, rental and programming of direct recording electronic voting devices and audio ballots, and (b) an administrative fee as provided in Section 31.100 above. Expenses related to wages shall be supported by compensation sheets. Other expenses shall be supported by invoices or receipts, except that the price of items coming out of Contracting Officer's stock of election supplies shall be supported by Contracting Officer's certificate about the number of items used and the unit cost therefore according to the vendor's standard price list. The total amount due according to these invoices shall be offset by any payments previously made pursuant to this Contract.

- E. **Payment.** The Contracting Officer's invoice shall be due and payable to the address set forth in the invoice within 30 days from the date of receipt by the LPS.

VI. TERM AND TERMINATION

- A. **Initial Term.** The initial term of this Contract shall commence upon the last party's execution hereof and shall terminate upon the completion of the November 4, 2025 Election.
- B. **Termination.** If either party wishes to terminate this Contract for convenience or for cause the party must provide thirty (30) business days' written notice to the other party and allow for discussion of the desired outcome and options to reach the desired outcome. In the event of termination, it is understood and agreed that only the amounts due to the Contracting Officer for services provided and expenses incurred will be due and payable.

VII. MISCELLANEOUS PROVISIONS

- A. **Nontransferable Functions.** In accordance with Section 31.096 of the Texas Election Code, nothing in this Contract shall authorize or permit a change in:
1. The authority with whom or the place at which any document or record relating to the election is to be filed;
 2. The officers who conduct the official canvass of the election returns;
 3. The authority to serve as custodian of voted ballots or other election records; or
 4. Any other nontransferable function specified under Section 31.096 or other provisions of Texas law.
- B. **Cancellation of Election.** If the LPS cancels its election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall be entitled to receive an administrative fee of \$75. The Contracting Officer shall submit an invoice for the administrative fee as soon as reasonably possible after the cancellation, and the LPS shall make payment therefore in a manner similar to that set forth in V. **PAYMENT** above.
- C. **Contract Copies to Treasurer and Auditor.** In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this Contract with the County Treasurer and the County Auditor of Austin County, Texas.
- D. **Election to Resolve a Tie.** In the event that an election is necessary to resolve a tie vote, the terms of this Contract shall extend to the second election, except:
1. The LPS and the Contracting Officer will agree upon the date of the election and the early voting schedule subject to provisions of the Election Code and with regard to other elections conducted by the Contracting Officer.
 2. The LPS will be responsible for any Department of Justice preclearance submission under

Section 5 of the Federal Voting Rights Act.

3. An attempt will be made to use election workers that worked in the first election; those poll workers will not have additional training provided by the Contracting Officer.
4. The cost of the election will be borne by the LPS; the Contracting Officer will work with the LPS on cost management.

E. **Amendment/ Modification.** Except as otherwise provided, this Contract may not be amended, modified, or changed in any respect except in writing, duly executed by the parties hereto. Both the Contracting Officer and the LPS may propose necessary amendments or modifications to this Contract in writing in order to conduct the election smoothly and efficiently, except that any such proposals must be approved by the Contracting Officer and the governing body of the LPS or its authorized agent, respectively.

F. **Severability.** If any provision of this Contract is found to be invalid, illegal, or unenforceable a court of competent jurisdiction, such invalidity, illegality, or unenforceability shall not affect the remaining provisions of this Contract and parties to this Contract shall perform their obligations under this Contract in accordance with the intent of the parties to this Contract as expressed in the terms and provisions.

G. **Representatives.** For purposes of implementing this Contract and coordinating activities, the Contracting Officer and the LPS designate the following individuals for submission of information, documents and notice:

For the Contracting Officer:

Kim Rinn
Elections Official, Austin County
804 East Wendt Street
Bellville, Texas 77418
Tel: 979-865-8633
Fax: 979-865-0183
Email: krinn@austincounty.com

For the LPS:

* * *

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

CONTRACTING OFFICER:

Kim Rinn, Elections Official
Austin County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 20____.

THE LOCAL POLITICAL SUBDIVISION:

Name of Entity: _____

By: _____

Printed Name: _____

Official Capacity: _____

Assumption of Risk, Waiver and Release:

LPS hereby accepts and assumes all risk and responsibility and further agrees to waive, release, discharge, and covenant not to sue Contracting Officer and Austin County for any and all claims, losses, damages, causes of action, suits, and liability of every kind for personal injury, death, or property damage which Contracting Officer or Austin County may sustain while engaging in any activity upon or connected with this Contract. It is the agreement and the express intention of the parties hereto, being Contracting Officer, Austin County and LPS, that this assumption of risk, waiver and release is intended to protect Contracting Officer and Austin County from the consequences of Contracting Officer's own negligence (whether ordinary or gross), or other legal responsibility, whether such is the sole, or a concurring cause, of the injury, death or damages. For the purpose of this clause, "Contracting Officer" is defined to include Kim Rinn, Tax Assessor Collector, Contracting Officer's employees, officers, contractors, subcontractors, representatives, agents, legal representatives, successors, and assigns.

Indemnification Clause:

LPS shall protect, defend, indemnify and hold harmless Kim Rinn, the Election Official, of Austin County, Texas, and Austin County, its officers, elected officials, agents, representatives, and employees from all suits, actions, losses, damages, claims or liability of any character, type, or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person or persons or property arising out of, or occasioned by the negligent acts (whether ordinary or gross) or legal responsibility, whether such is the sole, or a concurring cause, of Austin County and Kim Rinn, the Election Official of Austin County, Texas, or her officers, agents, representatives, employees, successors or assigns in the execution or the performance of this contract.

This contract is performable in Austin County, Texas. Venue is in Austin County, Texas.

WITNESS BY MY HAND THIS THE _____ DAY OF _____, _____.

By: _____
Kim Rinn
Election Official
Austin County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, _____.

By: _____
(Name)
(Title)
(LPS Name)
Its Duly Authorized Representative

JOINT ELECTION AGREEMENT

November 4, 2025

FOR AUSTIN COUNTY LOCAL POLITICAL SUBDIVISIONS

Whereas, the undersigned local political subdivisions, collectively referred to hereafter as the "LPSs", each anticipate holding election(s) on November 4, 2025.

Whereas, each of the LPSs are located partially or entirely within Austin County, Texas (the "County"); and

Whereas, the County has contracted or is contracting with each LPS to conduct and provide election services for such LPS's election(s) on November 4, 2025.

Whereas, the LPSs all desire to enter into a joint election agreement for the purpose of sharing election equipment, costs, services of election officials, vote center polling locations and election ballots where appropriate.

NOW THEREFORE, the LPSs agree as follows:

- I. **Scope of Joint Election Agreement.** The LPSs enter this Joint Election Agreement ("Agreement") to conduct the elections to be held November 4, 2025.
- II. **Appoint Election Officer.** The LPSs appoint the Austin County Elections Official to serve as the Election Officer for each LPS in order to perform and supervise the duties and responsibilities of the Election Officer for the election on November 4, 2025.
- III. **Early Voting Polling Locations.** The Early Voting location for the election will be at Austin County Annex Room #4, 800 East Wendt Street, Bellville, Texas 77418. The costs incurred in connection with the November 4, 2025 Uniform Election will be distributed based on a pro-rata share of registered voters. Jurisdictions with fewer than 500 registered voters will incur a base fee of \$2,000.00, unless they are the only jurisdiction conducting an election.
- IV. **Election Day Polling Locations.** Election Day voting shall be held in common locations where appropriate. (see proposed locations)
- V. **Cost Sharing.** The LPSs agrees to share costs on a pro rata share by the number of registered voters. Jurisdictions with fewer than 500 registered voters will incur a base fee of \$2,000.00, unless they are the only jurisdiction conducting an election.
- VI. **Effective Date.** This Agreement becomes effective upon execution by the participating LPS.
- VII. **Amendments.** This Agreement may not be amended or modified except in writing and executed by each LPS.

COST SHARING – November 4, 2025

The following expenses will be shared on a pro rata share based on the number of registered voters within each LPS by all LPSs holding an election unless there are fewer than 500 registered voters within the jurisdiction (see note below):

newspaper notice for the Logic and Accuracy Test of the ballots
consumable election supplies
ballots
ballot programming /printing costs
election worker payroll
county staff hours associated to prepare and conduct election
hot spots
election security
mileage

The Contracting Officer shall charge a fee equal to 10% of the costs of the election or a minimum of \$75.00

A cost estimate for the LPS election will be submitted upon request.

APPROVED BY THE GOVERNING BODY OF _____ **in its meeting held the**
_____ **day of** _____, 2025, **and executed by its authorized representative.**

By: _____
Name: _____
Title: _____

ACKNOWLEDGED BY:

Kim Rinn
Elections Official, Austin County, Texas

Date