



Chad Mees, Mayor  
Vickie Cooper, Mayor Pro-Tempore  
Gayle Jones, Council Member  
Jackie Ivicic, Council Member  
Jesse Luna, Council Member  
Shelton Gilmore, Council Member

## NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

### Regular Called Meeting

6:00 PM

Monday, January 13<sup>th</sup>, 2025

Bartlett City Hall

140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at ([municipalcourt@bartlett-tx.us](mailto:municipalcourt@bartlett-tx.us)).

### CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

### CITIZENS COMMUNICATION

*(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)*

### BOARDS, COMMISSIONS, & COMMITTEES PRESENTATIONS, PROCLAMATIONS

1. Cemetery Committee Monthly Update
2. Teinert Memorial Library Board Monthly Update
3. Municipal Development District (MDD) Monthly Update
4. Parks & Facilities Committee Monthly Update

### CONSENT AGENDA

*(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)*

5. Receive monthly department reports:
  - a. City Secretary
  - b. Municipal Treasurer
  - c. Municipal Court
  - d. Permits
  - e. Utility Billing
  - f. Accounts Payables
  - g. Public Works
6. Approve minutes from the following meeting:
  - a. 12-09-2024 – Regular

### EXECUTIVE SESSION

In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:



Chad Mees, Mayor  
Vickie Cooper, Mayor Pro-Tempore  
Gayle Jones, Council Member  
Jackie Ivicic, Council Member  
Jesse Luna, Council Member  
Shelton Gilmore, Council Member

1. §551.071 of local government code:
  - a. Consultation with Attorney regarding possible meter tampering.
2. §551.071 of local government code:
  - b. Consultation with Attorney regarding Unifirst Contract.

Reconvene into Open Session:

- a. Take action, if any, on matters discussed in Executive Session.

#### **REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION**

1. Discuss, review, and take any necessary action to authorize the use of up to \$10,000 from the Community Development Fund to restore vandalized structures. More specifically, these funds shall specifically address the graffiti of exterior finishes and walls of permanent structures. This does not include automobiles, temporary structures, or damages to non exterior finishes or walls of permanent structures.
2. Discuss, review, and take any necessary action for the summer seasonal employees: establish seasonal hiring of (3) lifeguards and one (1) lead lifeguard and manager.
3. Discuss, review, and take any necessary action to consider the approval of the Bell County Election administrative services contract.
4. Discuss, review, and take any necessary action for the Don L. Allman CPA service agreement to perform the fiscal Year 2023-2024 audit.
5. Discuss, review, and take any necessary action for the approval of the financing of two patrol vehicles up to \$198,000 secured by lender.
6. Discuss, review, and take any necessary action to Award Drinking Water State Revolving Fund FY 2025 Bid for engineering services.
7. Discuss, review, and take any necessary action to Award Drinking Water State Revolving Fund FY 2025 Bid for financial advisor services.
8. Discuss, review, and take any necessary action to Award Drinking Water State Revolving Fund FY 2025 Bid for bond council service.
9. Discuss, review, and take any necessary action to address Council Member Place 5 vacancy.
10. Discuss, review, and take any necessary action to address council member terms for the May 3<sup>rd</sup> 2025 election.

#### **EXECUTIVE SESSION**

In accordance with Texas Government Code, Section 551.001, et seq., the City Council will recess into Executive Session (closed meeting) to discuss the following:

3. §551.071 of local government code:
  - c. Consultation with Attorney regarding possible meter tampering.
4. §551.071 of local government code:
  - d. Consultation with Attorney regarding Unifirst Contract.

Reconvene into Open Session:

- b. Take action, if any, on matters discussed in Executive Session.

#### **FUTURE AGENDA ITEMS**



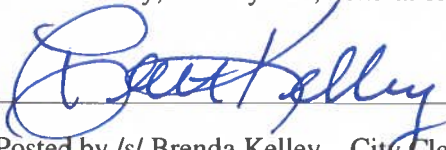
**Chad Mees, Mayor**  
**Vickie Cooper, Mayor Pro-Tempore**  
**Gayle Jones, Council Member**  
**Jackie Ivicic, Council Member**  
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**Shelton Gilmore, Council Member**

## ADJOURN

*All items listed on the agenda are eligible for discussion and/or action. The City Council reserves the right to retire into executive session at any time during the course of this meeting to deliberate any of the matters listed, as authorized by Texas Government 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) and 551.086 (Economic Development). All final deliberations and actions of the governing body shall be held in an open meeting as required by Texas Government Code 551.102.*

I certify this agenda was posted, pursuant to Texas Government Code 551.043, at least 72 hours prior to the commencement of the meeting in accordance with the Texas Open Meetings Act.

Posted Friday, January 10<sup>th</sup>, 2025 at or before 6:00 P.M.

 1-10-25

Posted by /s/ Brenda Kelley – City Clerk

December 2024

Visitors 46

New Cards issued 3

Books Checked out 7

Books Checked in 11

Computers used 2

Program\_Adult\_\_\_\_\_Children\_\_\_\_\_

Vol Hours 59

Staff Hours 92

## Comments

31 books donated

3 purple clonated



*CHAD MEES, MAYOR*  
*GAYLE JONES, COUNCILMAN*  
*VICKIE COOPER, COUNCILMAN*  
*JESSE LUNA, COUNCILMAN*  
*JACKIE IVICIC, COUNCILMAN*  
*SHELTON GILMORE, COUNCILMAN*

## **CITY CLERK MONTHLY REPORT**

**December 2024**

### **Open Records Request's**

- a. 4 requests
- b. 4 closed records.
- c. 0 is pending.

Election for Council Members on May 5, 2025 has begun. Packets will be ready on 1/08/25 estimated.

Brenda Kelley  
City Clerk



**City of Bartlett**  
**Municipal Treasurer's Report**  
**1/13/2025**

<b>Bank Balances</b>	<b>1/9/2025</b>	<b>Last Activity</b>
Community Film Fund *2539	\$ 34,645.43	12/13/2024
Library Fund *0673	\$ 6,507.92	11/24/2024
Utility Deposits *1799	\$ 21,090.32	12/29/2023
2021 Limited Tax Notes *2206	\$ 138,935.12	5/21/2024
Police Dept Seizure Account *3313	\$ 3,350.42	
Cemetery Account *0070	\$ 16,975.80	1/6/2025
General Fund Account *0089	\$ 393,559.30	1/9/2025
Electric Fund *0118	\$ 2,689.16	9/25/2024
Blue Santa Account *2167	\$ 1,569.92	1/25/2023
2013-2014 CDBG *2183	\$ 218,435.33	11/2/2023
2 TWDB Escrow *2458	\$ 1,590.50	12/17/2024
Bond Series 2012 Interest & Sinking Fund *2474	\$ 18,731.30	3/13/2024
Hotel Occupancy Tax Account *2562	\$ 1,843.96	1/3/2025
<b>Total Cash Balances-Cadence Bank</b>	<b>\$ 859,924.48</b>	

<b>Property Tax Levied:</b>	<b>10/30/2024</b>
I&S Property Tax	\$ 103,310.71
M&O Property Tax	\$ 774,888.74
<b>Total Levied</b>	<b>\$ 878,199.45</b>

Collected	1/9/2025	\$ (480,836.74)	55%
Balance to Collect		<b>\$ 397,362.71</b>	

<b>Debt Balances:</b>	<b>1/9/2025</b>	<b>Next Payment</b>	<b>Date</b>
\$1,375,000 General Obligation Refunding Bonds, Series 2	\$ 225,000.00	\$ 112,688.75	3/1/2025
\$1,000,000 Limited Tax & Revenue Notes, Series 2021	\$ 705,000.00	\$ 170,957.25	3/1/2025
\$750,000 Tax Notes, Series 2024	\$ 750,000.00	\$ 38,289.06	3/1/2025
\$745,000 Combo Tax & Surplus Rev Cert of Oblig., Series :	\$ 745,000.00	\$ 29,246.75	3/1/2025
<b>Total Debt Balances</b>	<b>\$ 2,425,000.00</b>	<b>\$ 351,181.81</b>	

**Other Items:**

Discuss Audit Findings, prior-year  
Software Training Completed  
Balance Sheet Reconciled to 2023 Audit

City of Bartlett  
Municipal Court Council Report  
From 12/1/2024 to 12/31/2024

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
19	1	5	0	1	26

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$1,890.39	\$773.16	\$1,894.00	\$57.13	\$66.19	\$4,680.87

Warrants

Issued	Served	Closed	Total
0	0	0	0

FTAs/VPTAs

FTAs	VPTAs	Total
1	1	2

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
15	0	0	0	0	15

Trials & Hearings

Jury	Bench	Appeal	Total
0	0	0	0

Omni/Scofflaw/Collection

Omni	Scofflaw	Collections	Total
4	0	4	8





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JACKIE IVICIC, COUNCILMAN  
JESSE LUNA, COUNCILMAN  
GAYLE JONES, COUNCILMAN  
SHELTON GILMORE, COUNCILMAN

Date 01/06/2024

Monthly Report: Development Services Department

As of 12/31/2024

All building permits are subject to abide by City of Bartlett developmental zonings and building ordinances accordingly.

<b><i>Permits Received/Issued</i></b>	<b>Residential</b>	<b>Commercial</b>
<i>New Permits Applications Received</i>	2	1
<i>Building Permits Issued</i>	1	0
<i>Plan Reviews Denied</i>	1	2
<b><i>Plan Review Failures</i></b>		
Uncertified Plans	1	0
Site Maps	0	
Incomplete Information	0	2
Other	0	0
<i>Demolition Permits Issued</i>	1	0
<i>Permit Renewal</i>	0	0

# Report

1/3/2025 11:21:31 AM

1/3/2025 11:21:30 AM

Billing Period Council Report  
12/1/2024 - 12/31/2024

Utility Bills Disbursed	Count	Amount
Active	644	\$173,406.32
Pending Disconnect	1	\$32.50
Pending Connect	5	\$407.09
First Bill	7	\$553.30
Final Bill	3	\$52.55
Backdated Move In Date	21	\$4,614.57
Exclude From Bill Print	4	\$65.04
Pending Cutoff Nonpayment	67	\$19,948.81
Pending Connect, Pending Cutc	2	\$230.58
Backdated Move In Date, Pendi	2	\$291.49
Exclude From Bill Print, Pending	1	\$0.00
Landlord	3	\$546.18
Pending Cutoff Nonpayment, L	1	\$65.00
Bill To Service Address	1	\$398.98
Pending Disconnect, Bill To Sen	1	\$0.00
Pending Cutoff Nonpayment, B	1	\$0.00
Total	764	\$200,612.41

Payments Received	Count	Amount
Cash	179	\$46,711.97
Change	147	(\$1,419.95)
Check	370	\$113,323.55
CreditCard	220	\$54,565.00
Other	2	\$298.13
Total	918	\$213,478.70

+ Deposit 800.00  
214,278.70

Service Orders Completed	Count
Meter Exchange	11
General	77
Meter Pull	8
Connect	7
Meter Set	6
Disconnect - Move Out	3
Reread	6
Total	118

Balanced to spreadsheet  
BK

Service Categories	Count	Amount
DUMPSTER MISCELLANEOUS	4	\$2,118.75

DUMPSTER 3 YARDS	5	\$400.00
DUMPSTER 4 YARD	4	\$470.00
DUMPSTER 6 YARD	1	\$130.00
DUMPSTER 8 YD X2	2	\$465.00
6 YARD X 2	2	\$360.00
ELECTRIC COMMERCIAL	83	\$21,774.18
ELECTRIC VAPOR LIGHT	30	\$192.00
ELECTRIC RESIDENTIAL	623	\$82,997.56
GARBAGE RESIDENTIAL	614	\$16,653.38
SEWER RESIDENTIAL	572	\$18,457.90
TIME WARRANT REPAY	1	\$0.00
SEWER COMMERCIAL	50	\$4,085.00
Water/WWTP Improvement Loc	659	\$5,568.32
WATER RESIDENTIAL	590	\$36,523.97
WATER COMMERCIAL	65	\$7,533.66
SEWER COMMERCIAL PRISON	1	\$1,028.95
DUMPSTER 2 YARDS	3	\$205.48
Total	0	\$198,964.15

**Past Due Summary****Accounts to Penaliz Excluded Accounts****Subject to Penalty****Total Penalized****Deposit Report Summary****Deposit Amount****Paid Amount****Applied/Refunded / Transferred Amount**

\$1,500.00

\$800.00

\$0.00

\$0.00

City of Bartlett  
Council Report

Check Date: 12/1/2024 to 12/31/2024

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
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\$ 239,969.29

City of Bartlett  
Council Report  
12/1/2024 to 12/31/2024

Fund Totals			
	01	General Fund	\$89,413.27
	02	Utilities Fund	\$150,556.02
		Grand Total:	<u>\$239,969.29</u>

01 - General Fund

Police

12/2/2024	Wex Bank-Exxon	01-13-8101	Fuel & Oil	AUTODRAFT: CONTINUED WEX EXXON - NOVEMBER 2024	\$780.42
12/5/2024	CADENCE BANK	01-13-7401	Capital Expenditures	00944000985459 DECEMBER 2024 - PD BUILDING	\$633.27
12/5/2024	CADENCE EQUIPMENT	01-13-7401	Capital Expenditures	#932507 BACKHOE	\$1,213.44
12/5/2024	Bug Master	01-13-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/20/2024	Atmos Energy	01-13-9352	Purchased Gas Power	4003502067-GAS UTILITY - POLICE DEPT	\$95.77
12/20/2024	Safeguard America	01-13-8851	Facility Maintenance	293139 / 4102963 MONITORING 11/28/24 TO 2/27/2025	\$454.73
12/20/2024	Galls, LLC	01-13-9301	Uniform Expense	#102239782 / 029165757 POLICE DEPT VESTS	\$391.25
12/20/2024	Galls, LLC	01-13-9301	Uniform Expense	#102239782 / 029177596 POLICE DEPT	\$58.00
12/20/2024	Galls, LLC	01-13-9301	Uniform Expense	#102239782 / 029140886 POLICE SUPPLIES	\$58.00
12/20/2024	Galls, LLC	01-13-9301	Uniform Expense	#102239782 / 029112093 POLICE DEPT SUPPLIES	\$42.00
12/20/2024	Galls, LLC	01-13-9301	Uniform Expense	1002239782 / 029506259 POLICE DEPT SUPPLIES	\$659.04
12/20/2024	UNIFORMS CORPORATION	01-13-8701	Postage Fees & Subscriptions	38072177 COPIER-POLICE DEPT	\$61.60
12/20/2024	Wex Bank-Exxon	01-13-8101	Fuel & Oil	ONLINE PAYMENT: AUTODRAFT - DECEMBER 2024 PARTIAL	\$796.82
12/20/2024	Verizon Wireless	01-13-7451	Cellular Phones and Pagers	AUTODRAFT: VERIZON DECEMBER 2024 PHONE CHARGES	\$180.06
12/2/2024	Wex Bank-Exxon	01-14-8101	Fuel & Oil	AUTODRAFT: CONTINUED WEX EXXON - NOVEMBER 2024	\$250.60

\$5,456.90

Fire

12/5/2024	Airgas Usa, Llc	01-14-8451	Medical Supplies	2289224 / 9155582336 OXYGEN	\$515.34
12/5/2024	Bug Master	01-14-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/12/2024	MURKIN WORKSHOP, INC	01-14-8051	Equipment Maintenance	Fire Dept: Repairs on Equipment	\$2,644.31
12/20/2024	Henry Schein, Inc	01-14-8451	Medical Supplies	28062046-FIRE DEPT DEFIB BATTERY	\$287.72
12/20/2024	Wex Bank-Exxon	01-14-8101	Fuel & Oil	ONLINE PAYMENT: AUTODRAFT - DECEMBER 2024 PARTIAL	\$249.60
12/20/2024	Verizon Wireless	01-14-7451	Cellular Phones & Pagers	AUTODRAFT: VERIZON DECEMBER 2024 PHONE CHARGES	\$180.06

**\$4,160.13**

## Non-Departmental

12/5/2024	Texas Child Support SDU	01-2125	Child Support Payable	Child Support-TX2, Child Support-TX 12/3/2024	\$262.62
12/5/2024	Texas Child Support SDU	01-2125	Child Support Payable	Child Support-TX 12/3/2024	\$207.69
12/5/2024	LA Health Benefits Dept	01-2140	Health Insurance Payable	Health-Employee 12/3/2024	\$909.66
12/5/2024	LA Health Benefits Dept	01-2140	Health Insurance Payable	Health-Employee 12/3/2024	\$6,896.54
12/5/2024	TMRS- Texas Municipal	01-2120	Retirement Plan Payable	TMRS-Employer 12/3/2024	\$4,540.15
12/5/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employer 12/3/2024	\$2,300.99
12/5/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employer 12/3/2024	\$538.14
12/5/2024	Texas Workforce Commission	01-2110	State Unemployment Taxes Payable	TWC 12/3/2024	\$51.74
12/5/2024	Unemployment Tax Internal Revenue Service	01-2100	Federal Taxes Payable	Federal Tax 12/3/2024	\$3,144.54
12/5/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employee 12/3/2024	\$2,300.99
12/5/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employee 12/3/2024	\$538.14
12/5/2024	TMRS- Texas Municipal	01-2120	Retirement Plan Payable	TMRS-Employee 12/3/2024	\$2,581.73

12/12/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employer 12/3/2024	\$4.96
12/12/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employer 12/3/2024	\$1.16
12/12/2024	TMRS- Texas Municipal I/A Health Benefits Dept	01-2120	Retirement Plan Payable	TMRS-Employer 12/3/2024	\$9.85
12/12/2024	Internal Revenue Service	01-2140	Health Insurance Payable	Health-Employer 12/3/2024	\$492.61
12/12/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employee 12/3/2024	\$4.96
12/12/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employee 12/3/2024	\$1.16
12/12/2024	TMRS- Texas Municipal	01-2120	Retirement Plan Payable	TMRS-Employee 12/3/2024	\$5.60
12/18/2024	Texas Child Support SDU	01-2125	Child Support Payable	Child Support-TX2, Child Support-TX 12/17/2024	\$262.62
12/18/2024	Texas Child Support SDU	01-2125	Child Support Payable	Child Support-TX 12/17/2024	\$207.69
12/18/2024	I/A Health Benefits Dept	01-2140	Health Insurance Payable	Health-Employee 12/17/2024	\$909.66
12/18/2024	I/A Health Benefits Dept	01-2140	Health Insurance Payable	Health-Employee 12/17/2024	\$6,896.54
12/18/2024	TMRS- Texas Municipal	01-2120	Retirement Plan Payable	TMRS-Employer 12/17/2024	\$3,838.21
12/18/2024	TMRS- Texas Municipal	01-2120	Retirement Plan Payable	TMRS-Employee 12/17/2024	\$2,182.58
12/18/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employer 12/17/2024	\$2,066.67
12/18/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employer 12/17/2024	\$483.33
12/18/2024	Texas Workforce Commission	01-2110	State Unemployment Taxes Payable	TWC 12/17/2024	\$78.73
12/18/2024	Unemployment Tax Internal Revenue Service	01-2100	Federal Taxes Payable	Federal Tax 12/17/2024	\$2,451.94
12/18/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Social Security-Employee 12/17/2024	\$2,066.67
12/18/2024	Internal Revenue Service	01-2100	Federal Taxes Payable	Medicare-Employee 12/17/2024	\$483.33

**\$46,721.20**

## Administration



12/5/2024	Vickie Cooper	01-11-7012	Council Stipends	DECEMBER 2024 - COUNCIL STIPEND	\$10.00
12/5/2024	FAST, Inc	01-11-8951	Software Maintenance Agreements	#102004 - AMR INTERFACE/PERMITS/FASTGOV	\$5,875.00
12/5/2024	TEMPLE DAILY TELEGRAM	01-11-7111	Advertising and Legal Notices	12752795/16695168/13891567 ADVERTISING	\$300.80
12/5/2024	Shelton Gilmore	01-11-7012	Council Stipends	December 2024 Stipend	\$10.00
12/5/2024	Jackie Ivicic	01-11-7012	Council Stipends	December 2024 Stipend	\$10.00
12/5/2024	GAYLE JONES	01-11-7012	Council Stipends	December 2024 Stipend	\$10.00
12/5/2024	Jesse Luna	01-11-7012	Council Stipends	December 2024 Stipend	\$10.00
12/5/2024	Chad Mees	01-11-7012	Council Stipends	December 2024 Stipend	\$225.00
12/5/2024	Capital Area Council of	01-11-7951	Dues and Membership Fees	2025M 102 MEMBERSHIP DUES	\$161.60
12/5/2024	USIO OUTPUT SOLUTIONS, INC	01-11-8701	Postage Fees & Subscriptions	320870 - Bills Job # 314256 / #313044	\$231.95
12/5/2024	USIO OUTPUT SOLUTIONS	01-11-8701	Postage Fees & Subscriptions	#0017680 Bills Job# 314256 / #313044	\$538.79
12/5/2024	Redwood Engineering	01-11-8401	Legal Expenses	1286 - November 2024-Professional Services	\$2,860.00
12/5/2024	Quill LLC	01-11-8551	Office Supplies	8793857 / 41570259/ 181190906 OFFICE SUPPLIES	\$254.55
12/5/2024	Bug Master	01-11-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/12/2024	TEXAS MUNICIPAL LEAGUE INTERGOVERNMENTAL RISK POOL	01-11-8203	Liability Insurance - Errors and Omissions	#1914 - December 2024 - Liability Insurance	\$1,721.21
12/20/2024	United States Postal Service	01-11-8701	Employee Relations and Appreciation	Christmas 2024 - Employees Meals	\$2,990.00
12/20/2024	Quill LLC	01-11-8551	Postage Fees & Subscriptions	BOX H SUBSCRIPTION -	\$120.00
12/20/2024	Quill LLC	01-11-8551	Office Supplies	41697932 / 8793857 / 181374657 COUNTERFEIT PENS	\$23.18
12/20/2024	Quill LLC	01-11-8551	Office Supplies	41650981/8793857/181190907 OFFICE SUPPLIES	\$67.99
12/20/2024	Quill LLC	01-11-8551	Office Supplies	41668256 / 8793857 / 181321537 FILE CABINETS	\$389.48

12/20/2024	Williamson Central Appraisal District	01-11-7200	Appraisal District Fees	QUARTERLY INCOME FROM TAXING UNITS	\$852.00
12/20/2024	Ready Refresh	01-11-8501	Miscellaneous Expense	0125962886 CITY HALL DRINKING WATER	\$135.95
12/20/2024	Jenn Hassin	01-11-8501	Miscellaneous Expense	1/2 invoice: Murals	\$450.00
12/20/2024	Xerox Corporation	01-11-8953	Copier Service	705067072/022566206 COLOR COPIER - CITY HALL	\$357.67
12/20/2024	Williamson Reuters-Mcgraw	01-11-8701	Postage Fees & Subscriptions	851203389 DECEMBER 2024 SUBSCRIPTION	\$22.18
12/20/2024	Bell County Tax Appraisal District	01-11-7200	Appraisal District Fees	2nd Qtr 2025 Taxing Unit Fee	\$1,213.92
12/20/2024	Card Service Ctr.	01-11-8951	Software Maintenance Agreements	AUTODRAFT: DECEMBER 2024 CARD #0339	\$375.30
12/20/2024	Card Service Ctr.	01-11-8551	Office Supplies	AUTODRAFT: DECEMBER 2024 CARD #0339	\$489.25
12/20/2024	Card Service Ctr.	01-11-7951	Dues and Membership Fees	AUTODRAFT: DECEMBER 2024 CARD #0339	\$26.88
12/20/2024	Verizon Wireless	01-11-9151	Telephone & Internet Services	AUTODRAFT: VERIZON DECEMBER 2024 PHONE CHARGES	\$180.06
12/23/2024	Adrian Flores	01-11-8507	Employee Relations and Appreciation	Reimburse: Christmas Employee Gift Cards	\$800.00
					<hr/> <b>\$20,745.26</b> <hr/>

**Baseball Complex**

12/5/2024	Bobby Lee Bartlett	01-20-7651	Contract Services	December 2024 Lawncare-Cemetery	\$1,300.00
12/20/2024	Jarrell-Schwerthner Water Supply, Corp	01-20-9351	Purchased Water	DECEMBER 2024-CEMETARY WATER	\$59.30
					<hr/> <b>\$1,359.30</b> <hr/>

**Library**

12/5/2024	Bug Master	01-18-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/20/2024	Verizon Wireless	01-18-8953	Copier Service	38072176 LIBRARY COPIER	\$51.68
12/20/2024	Verizon Wireless	01-18-9151	Telephone & Internet Services	AUTODRAFT: VERIZON DECEMBER 2024 PHONE CHARGES	\$180.06
					<hr/>

<b>Parks and Recreation</b>					<b>\$264.24</b>
12/5/2024	Bug Master	01-15-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/12/2024	Heart of Texas Landscape &	01-15-8851	Facility Maintenance	108791 Becky Caldwell field irrigation	\$3,192.00
					<b>\$3,224.50</b>
<b>Streets</b>					
12/5/2024	Panther Creek Transportation, Inc.	01-17-8854	Street Repair & Maintenance	#83074 #316344/#316624/#316825 WASHED SAND AND BASE	\$469.59
12/5/2024	Panther Creek Transportation, Inc.	01-17-8854	Street Repair & Maintenance	83130 10/30/24 #299260/#299635 WASHED SAND AND BASE	\$343.51
12/5/2024	Texas Crushed Stone Company U. Juarez Trucking	01-17-8854	Street Repair & Maintenance	50844/50845 WASHED SAND AND ROAD BASE	\$752.87
12/12/2024	BLADES GROUP	01-17-8854	Street Repair & Maintenance	#4567 - Red Dirt at Becky Caldwell Ball Park	\$1,100.00
12/20/2024				18046213 - BULK ASPHALT	\$4,815.77
					<b>\$7,481.74</b>

## 02 - Utilities Fund

### Water

12/2/2024	Wex Bank-Exxon	02-80-8101	Fuel and Oil	AUTODRAFT: CONTINUED WEX EXXON - NOVEMBER 2024	\$1,665.43
12/5/2024	MRB GROUP	02-80-7654	Engineering Services	#63885 BARTLETT SAFE ROUTES 09/22/24 TO 10/19/24	\$7,200.00
12/5/2024	MRB GROUP	02-80-7654	Engineering Services	#64478 EVIE STREET & WWTP GENERATOR 10/20/24 TO 11/16/24	\$2,051.20
12/5/2024	MRB GROUP	02-80-7654	Engineering Services	#64477 - BARTLETT SAFE ROUTES 10/20/24 TO 11/16/24	\$4,357.50
12/5/2024	Repa Plumbing & A/C Inc.	02-80-9102	Tools & Non-Capital Equipment	16450 COUPLINGS ETC	\$78.52
12/5/2024	MRB GROUP	02-80-7654	Engineering Services	#64476 10/20/24 TO 11/26/24 PROFESSIONAL SERVICES	\$675.00
12/5/2024	MRB GROUP	02-80-7654	Engineering Services	#64474 10/20/24 TO 11/16/24 PROFESSIONAL SERVICES	\$5,817.50
12/5/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	#S101159116.001 STRAP	\$67.82
12/5/2024	Bug Master	02-80-8851	Facility Maintenance	150874 - NOVEMBER 2024 PEST CONTROL	\$32.50
12/12/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	49561 INVOICES S101158353.001	\$1,611.51
12/12/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	49561 INVOICES S101157409.001	\$2,280.02
12/12/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	49561 INVOICES S101158356.001	\$192.44
12/12/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	49561 INVOICES S101158007.001	\$435.45
12/18/2024	MRB GROUP	02-80-7654	Engineering Services	MRB OUTLAY#4 INV#63988/64475	\$19,040.00
12/20/2024	Mid-American Research Chemical Distribution	02-80-9101	Chemicals	0835194 - CHEMICALS - SEWER	\$1,110.50
12/20/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	CREDIT CHARGES- PUBLIC WORKS	\$25.77
12/20/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	S101163094.001 VALVE	\$554.32
12/20/2024	MRB GROUP	02-80-9101	Operating Supplies - Not Office	#S101160801.001	\$445.08

12/20/2024	Tim's Auto Repair	02-80-9401	Vehicle Maintenance	#41922/41963 REPAIRS ON PUBLIC WORKS TRUCKS	\$92.00
12/20/2024	BARTLETT AUTO SERVICE LLC	02-80-9401	Vehicle Maintenance	#380 2015 F350 REPAIRS	\$179.99
12/20/2024	Steglich Feed And Farm Supply, Inc	02-80-9101	Operating Supplies - Not Office	November 2024 Credit Charges	\$250.98
12/20/2024	MRB GROUP	02-80-7654	Engineering Services	60942 4/7/24 TO 5/4/24 PROFESSIONAL SERVICE	\$840.00
12/20/2024	UTILITY SERVICE CO, INC	02-80-7653	Water Tank Repair and Maintenance	#120346/#120347 WATER TANK MAINTENANCE	\$7,794.28
12/20/2024	Card Service Center	02-80-9471	Water System Fees	AUTODRAFT: CREDIT CHARGES CARD #1071	\$111.00
12/20/2024	Card Service Center	02-80-9102	Tools & Non-Capital Equipment	AUTODRAFT: CREDIT CHARGES CARD #1071	\$442.77
12/20/2024	Card Service Center	02-80-9101	Operating Supplies - Not Office	AUTODRAFT: CREDIT CHARGES CARD #1071	\$499.32
12/20/2024	Wex Bank-Exxon	02-80-8101	Fuel and Oil	ONLINE PAYMENT: AUTODRAFT - DECEMBER 2024 PARTIAL	\$1,225.03
12/20/2024	Verizon Wireless	02-80-7451	Cellular Phones & Pagers	AUTODRAFT: VERIZON DECEMBER 2024 PHONE CHARGES	\$180.04

**\$59,255.97**

# **Non-Departmental**

12/5/2024	OKLAHOMA CENTRALIZED SUPPORT	02-2125	Child Support Payable	Child Support - OK 12/3/2024	\$253.08
12/5/2024	OKLAHOMA CENTRALIZED SUPPORT	02-2140	Health Insurance Payable	Health-Employee 12/3/2024	\$381.07
12/5/2024	OKLAHOMA CENTRALIZED SUPPORT	02-2140	Health Insurance Payable	Health-Employee 12/3/2024	\$1,477.83
12/5/2024	TMRS- Texas Municipal	02-2120	Retirement Plan Payable	TMRS-Employer 12/3/2024	\$1,074.30
12/5/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Social Security-Employer 12/3/2024	\$579.67
12/5/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Medicare-Employer 12/3/2024	\$135.57
12/5/2024	Texas Workforce Commission	02-2110	State Unemployment Taxes Payable	TWC 12/3/2024	\$35.00
12/5/2024	Unemployment Tax				

12/5/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Federal Tax 12/3/2024	\$804.06
12/5/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Social Security-Employee 12/3/2024	\$579.67
12/5/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Medicare-Employee 12/3/2024	\$135.57
12/5/2024	TMRS- Texas Municipal Internal Revenue Service	02-2120	Retirement Plan Payable	TMRS-Employee 12/3/2024	\$610.89
12/18/2024	TMRS- Texas Municipal Internal Revenue Service	02-2140	Health Insurance Payable	Health-Employer 12/17/2024	\$492.61
12/18/2024	TMRS- Texas Municipal Internal Revenue Service	02-2120	Retirement Plan Payable	TMRS-Employer 12/17/2024	\$118.18
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Social Security-Employer 12/17/2024	\$59.52
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Medicare-Employer 12/17/2024	\$13.92
12/18/2024	Service Texas Workforce Commission	02-2110	State Unemployment Taxes Payable	TWC 12/17/2024	\$12.48
12/18/2024	Unemployment Tax Internal Revenue Service	02-2100	Federal Taxes Payable	Federal Tax 12/17/2024	\$33.13
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Social Security-Employee 12/17/2024	\$59.52
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Medicare-Employee 12/17/2024	\$13.92
12/18/2024	Service TMRS- Texas Municipal OKLAHOMA CENTRALIZED	02-2120	Retirement Plan Payable	TMRS-Employee 12/17/2024	\$67.20
12/18/2024	SUPPORT LA Medical Benefits	02-2125	Child Support Payable	Child Support - OK 12/17/2024	\$253.08
12/18/2024	LA Medical Benefits	02-2140	Health Insurance Payable	Health-Employee 12/17/2024	\$381.07
12/18/2024	LA Medical Benefits	02-2140	Health Insurance Payable	Health-Employer 12/17/2024	\$1,477.83
12/18/2024	TMRS- Texas Municipal	02-2120	Retirement Plan Payable	TMRS-Employer 12/17/2024	\$960.80
12/18/2024	TMRS- Texas Municipal	02-2120	Retirement Plan Payable	TMRS-Employee 12/17/2024	\$546.35
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Social Security-Employer 12/17/2024	\$523.44
12/18/2024	Internal Revenue Service	02-2100	Federal Taxes Payable	Medicare-Employer 12/17/2024	\$122.41
12/18/2024	Service Texas Workforce	02-2110	State Unemployment	TWC 12/17/2024	\$27.01

		Commission		Taxes Payable			
		Unemployment Tax		Federal Taxes Payable			
12/18/2024	Internal Revenue Service	02-2100			Federal Tax 12/17/2024	\$679.89	
12/18/2024	Internal Revenue Service	02-2100		Federal Taxes Payable	Social Security-Employee 12/17/2024	\$523.44	
12/18/2024	Internal Revenue Service	02-2100		Federal Taxes Payable	Medicare-Employee 12/17/2024	\$122.41	
							<b>\$12,554.92</b>
<b>Electric</b>							
12/5/2024	CNP HOUSTON ELECTRIC, LLC	02-70-9322	TCOS		3001300509/8332520 TCOS OCTOBER 2024	\$2,043.63	
12/5/2024	Cherokee County Electric Cooperative	02-70-9322	TCOS		4014 2024 Wholesale Transmission Charges for Ercot	\$9.00	
12/5/2024	Lone Star Transmission, LLC	02-70-9322	TCOS		#1297 TCOS NOVEMBER 2024	\$354.63	
12/5/2024	Lcra-(Lower Colorado River Shared River Utilities), Inc.	02-70-9322	TCOS		#0011925 TCOS NOVEMBER 2024	\$2,386.49	
12/5/2024	GEUS	02-70-9322	TCOS		1800000419 TCOS November 2024	\$147.06	
12/5/2024	Floresville Electric Light & Power District Texas Utilities	02-70-9322	TCOS		#24-11-11 TCOS PUCT Docket 56357	\$13.17	
12/5/2024		02-70-9322	TCOS		3990152 TCOS November 2024	\$1.68	
12/5/2024		02-70-9322	TCOS		022535 TCOS NOVEMBER 2024	\$139.30	
12/20/2024	BEC-Bartlett Electric Cooperative	02-70-9322	TCOS		#12059- YARDLIGHTS AND BALLFIELD 3 PHASE	\$1,871.73	
12/20/2024	Brownsville Public Utilities Board	02-70-9322	TCOS		#25-1081 TCOS NOVEMBER 2024	\$36.25	
12/20/2024	Grayson-Collin Electric Cooperative	02-70-9322	TCOS		2024 TCOS	\$71.19	
12/20/2024	Cross Texas Transmission, LLC	02-70-9322	TCOS		012757 NOVEMBER 2024 TCOS	\$257.33	
12/20/2024	Transmission, LLC	02-70-9322	TCOS		2024-5852 TCOS NOVEMBER 2024	\$206.87	
12/20/2024	TMPA - Texas Municipal Power	02-70-9322	TCOS		#0000025399- NOVEMBER 2024 TCOS	\$113.66	
12/20/2024	Greg Willis	02-70-7651	Contract Services- Regularly Scheduled		#94 CHRISTMAS LIGHTS - DOWN TOWN	\$225.00	

12/20/2024	Schneider Engineering, Ltd.	02-70-7651	Contract Services- Regularly Scheduled	7557175572/75573	\$14,317.42
12/20/2024	WETT - Wind Energy	02-70-9322	TCOS	24BART20/24BART30 #10052023 SEPTEMBER 2024 TCOS	\$376.31
12/20/2024	Transmission Of WETT - Wind Energy	02-70-9322	TCOS	#10050004 AUGUST 2024 TCOS	\$376.31
12/20/2024	Transmission Of AEP-AMERICAN ELECTRIC POWER	02-70-9322	TCOS	169-21531684 TCOS NOVEMBER 2024	\$2,200.15
12/20/2024	ETT - Electric Transmission	02-70-9322	TCOS	#374-21531367 NOVEMBER 2024 TCOS	\$1,178.98
12/20/2024	Card Service Center	02-70-9301	Uniform Expense	AUTODRAFT: CREDIT CHARGES CARD #1071	\$1,594.39
					<b>\$27,920.55</b>

## Sewer

12/5/2024	FERGUSON WATERWORKS #1254/1106	02-81-9101	Operating Supplies - Not Office	1305270-1 CLAMPS AND TEE'S	\$1,498.83
12/5/2024	ATS	02-81-8601	Permit Fees	INV#503743/504165 RESIDENTIAL PLAN REVIEW'S	\$150.00
12/5/2024	ATS	02-81-8601	Permit Fees	490577 RESIDENTIAL PLAN REVIEW	\$75.00
12/5/2024	ATS	02-81-8601	Permit Fees	#492877 COMMERCIAL PLAN REVIEW	\$475.00
12/5/2024	BARTLETT AUTO SERVICE LLC	02-81-9401	Vehicle Maintenance	370-368 REPAIRS	\$104.00
12/5/2024	Core & Main	02-81-9101	Operating Supplies - Not Office	V994353 PVC PIPES	\$2,079.00
12/5/2024	ATS	02-81-8601	Permit Fees	495140 COMMERCIAL PLAN REVIEW	\$403.75
12/12/2024	Austin Formula Utilities LLC	02-81-9502	Wells, Lines, & Meters	#226-745 11/23/24 Sewer Clean Out Bowie and Brooks Street	\$6,000.00
12/20/2024	Lonestar	02-81-7501	Chemicals	#226-746 - 11/19/24 Sewer Repairs	\$19,480.00
12/20/2024	Maintenance & FERGUSON WATERWORKS #1254/1106	02-81-9101	Operating Supplies - Not Office	#B34775 MONTHLY CHLORINE BOTTLE RENT 1323035 - CLAMPS	\$70.00
					\$1,386.03



12/20/2024	Danek Hardware & Lumber Inc.	02-81-9101	Operating Supplies - Not Office	2545273219-#393037 11/4/24 PURCHASE	\$96.93
12/20/2024	FERGUSON WATERWORKS	02-81-9101	Operating Supplies - Not Office	#1623026 CLAMPS	\$491.61
12/20/2024	#1254/1106 Act Pipe & Supply, Inc	02-81-9502	Wells, Lines, & Meters	S101144722.001 LOCKING METER BOX	\$790.29
12/20/2024	ATS	02-81-8601	Permit Fees	#504922 INSPECTIONS	\$1,230.00
12/20/2024	FERGUSON WATERWORKS	02-81-9101	Operating Supplies - Not Office	#1323228 - SEWER LINE SUPPLIES	\$1,757.72
12/20/2024	#1254/1106 Environmental Monitoring	02-81-9451	Sample Analysis	NOVEMBER 2024- TESTING WASTEWATER	\$539.44
12/20/2024	Laboratory, Llc Caterpillar Financial Services	02-81-7401	Capital Expenditures	2172458/36236262 MINI EXCAVATOR PAYMENT	\$1,539.34
					<b>\$38,166.94</b>
12/12/2024	Al Cidwsumi Municipal Trn	02-84-7652	Contract Services-Solid Waste Collection	#715493 December 2024 Disposal Service	\$12,657.64
					<b>\$12,657.64</b>

**Garbage**



## DEPARTMENT REPORTS – Public Works

December Work Orders

Total

132

Total Work Orders

Rereads

Disconnects

Miscellaneous

Water Leaks

Street Repair

Locates

Water Line Repair

Flush Fire Hydrants

Low water Pressure

Meter Exchange

Meter set

General

Sewer Jet

Mow



## DEPARTMENT REPORTS – Public Works

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Special Projects 1

GENERAL 42

water meter repair 1

Utility TAP BUILD OUT 1

Read meters 8 books

Locates

Water meter set

Connects

Low water pressure

Limbs on line

Flush fire hydrants

Water lines repair

Water leaks

Water METER EXCHANGE 10

brush pickups

Mow 1

Sewer jet back ups 6

Sewer line repair 3



## DEPARTMENT REPORTS – Public Works

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### ELECTRIC

- POWER OUTAGE
- LOW HANGING WIRE 1
- LIMB ON LINE
- ELECTRIC DOWN
- STREET LIGHTS REPAIR
- ELECTRIC METER REPAIR
- METER PULL 16
- ELECTRIC ISSUE

REREADS

- CONNECTS 16

DISCONNECTS 16

Meter set 8

street repair

tree trimming 1

SET A NEW ELECTRIC POLE 1



## DEPARTMENT REPORTS – Public Works

### UPDATES

DECEMBER 2024

- PUT #4 TRUCK IN SHOP FOR REPAIRS 12/17/2024 TUESDAY

PUT # 5 TRUCK IN SHOP FOR REPAIR ON MOTOR MOUNTS , 12/18/2024 WEDNESDAY,GOT IT  
BACK ON 12/19/2024 THURSDAY.

REPLACE MAIN SEWER LINE THAT BROKE BEHIND THE LIBRARY ,REPLACE 2 SEWER TAPS ,  
INSTALLED 20 FEET 6"INCH PVC ON JAN 1-3-2025

COVER ALL EXPOSE WATER LINES ON CITY FACILITYS FROM FREEZING,

TOTAL



Chad Mees, Mayor  
Vickie Cooper, Mayor Pro-Tempore  
Gayle Jones, Council Member  
Jackie Ivicic, Council Member  
Jesse Luna, Council Member  
Shelton Gilmore, Council Member

## NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

### Regular Called Meeting

6:00 PM

Monday, December 9th, 2024

Bartlett City Hall

140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at ([municipalcourt@bartlett-tx.us](mailto:municipalcourt@bartlett-tx.us)).

### CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

Call to Order at 6:00 pm

MPT Cooper absent

CM Gilmore absent

Quorum declared

### CITIZENS COMMUNICATION

*(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)*

No one signed up to speak

### BOARDS, COMMISSIONS, & COMMITTEES PRESENTATIONS, PROCLAMATION

- a. Library CM Luna gave report. Deana Shiplett resigned from the board but will continue to volunteer.
- b. Cemetery CM Jones gave report.
- c. Parks Mayor reports the sprinkler system project is ongoing.

### CONSENT AGENDA

*(The Consent Agenda includes non-controversial and routine items the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)*

1. Receive monthly department reports:
  - a. City Administrator
  - b. City Secretary
  - c. Municipal Court
  - d. Development Services
  - e. Utility Billing
  - f. Public Works
  - g. Police
2. Approve minutes from the following meeting's:
  - a. 11.11.2024 – Special
  - b. 11.25.2024 - Regular

CM Ivicic made the motion to approve the Consent Agenda as is.  
CM Jones seconded the motion.



**Chad Mees, Mayor**  
**Vickie Cooper, Mayor Pro-Tempore**  
**Gayle Jones, Council Member**  
**Jackie Ivicic, Council Member**  
**Jesse Luna, Council Member**  
**Shelton Gilmore, Council Member**

### **REGULAR AGENDA: REVIEW/DISCUSS AND CONSIDER ACTION**

3. Consideration and possible action to approve the bid of \$353,483 from Wellcraft Builders for the Bartlett Elementary SRTS Project TxDOT CSJ 0909-36-188 MRB Project No. 0213-23002.  
**CM Ivicic made the motion to approve the bid of \$353,483 from Wellcraft Builders for the Bartlett Elementary SRTS Project TxDOT CSJ 0909-36-188 MRB Project no. 0213-23002.**  
**CM Luna seconded the motion**  
**Motion passes 3-0**

### **FUTURE AGENDA ITEMS**

- a. **Audit for 2024 contract with Don Allman**
- b. **Possible amendment for sub division ordinance.**

### **ADJOURN**

**CM Ivicic made the motion to adjourn the meeting.**  
**CM Jones seconded the motion.**  
**Motion passes 3-0**  
**Meeting adjourned at 6:15 pm**

**MINUTES APPROVED:**

**X**

\_\_\_\_\_  
Chad Mees  
Mayor

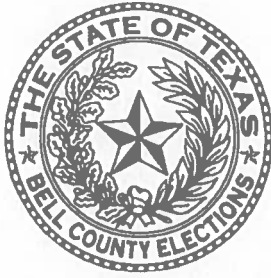
\_\_\_\_\_  
Date

**ATTEST:**

**X**

\_\_\_\_\_  
Brenda Kelley  
City Clerk

\_\_\_\_\_  
Date



**Bell County**  
**The Office of Elections Administration**  
*Dr. Desi Roberts, Elections Administrator*

550 E 2<sup>nd</sup> Ave  
P O Box 1629  
Belton, Texas 76513  
254 933 5774  
Fax 254 933 6754  
Elections@BellCountyTexas.gov  
VoterRegistration@BellCountyTexas.gov

**TO:** Participating Entities  
**FROM:** Bell County Elections Administrator  
**RE:** Estimated cost for May 03, 2025, Uniform Elections  
**DATE:** 11.21.2024

**ITEMIZED EXPENSES**

Description	Unit Price	Amount
Administrative Fee	\$ 1000.00	\$ 1000.00
Poll Presiding and Alternate Judges	86 x \$17.00 avg. x wk. Hrs.	\$ 00
Poll Workers (Clerks)	190 x \$15.00 avg. x wk. Hrs.	\$ 00
Technicians (if requested)	5 x (\$15 avg((OT)). x 20 Hrs.	\$ 1500.00 (CS)
Polling Site Rental	N/A	\$ 00
Public L&A Test legal notice publication	N/A	\$ 00
Equipment Delivery	4 x \$30 avg. X 8 hours	\$ 960.00 (CS)
<b>ELECTION EQUIPMENT</b>		
Use of DS850 tabulating equipment as per TEC Sec.'s 214.044, 215.002		
AT&T/Verizon Hot Spot Cards (\$50 x ePollbooks)	\$ 50.00 each	\$ TBD
<b>ELECTION PROGRAMMING (for 625 election equipment)</b>		
<b>REQUESTS</b>		
Candidate/Responses @ \$8.40		
ExpressVote ENG Candidates / Yes-No @ \$10.75		
ExpressVote ENG Contest/Issues @ \$17.85		
ExpressVote SPA Candidates / Yes-No @ \$10.75		
ExpressVote SPA Contest/Issues @ \$17.85		
Media Burn: Flashcards @ 5.00 each (250)	\$ 5000	TBD
ExpressVote ENG/SPA Props/Amends @ \$42.10		
Use of DS200 (without programming)	\$ 20.00 each (per day)( )	
Use of Electronic Poll Books (without programming)	\$ 20.00 each (per day)( )	
Use of ExpressVote (without programming)	\$ 20.00 each (per day)( )	
Technical Support (2 days) (ES&S) for Central Count Station		
<b>BALLOTS</b>		
<b>REQUESTS</b>		
Official Election Day Ballots - Absentee	\$ 0.26 ( )	TBD
Official Election Day Ballots - Election Day	\$ 0.26 ( )	TBD
Official Election Day Ballots - Coding	\$ 0.26 ( )	TBD
Official Election Day Ballots - Sample	\$ 0.26 ( )	TBD
Official Election Day Ballots - Test	\$ 0.26 ( )	TBD
Printing Supplies (Outsource)	\$ 200.00	\$ 200.00 (CS)
Ballot Card Stock (0.1050 per)	EV: ED:	TBD
Flat Fee for Supply Kits (EV: 7, ED: 42) \$25	\$	TBD
Elections Sites Supply Kits (EV: \$70 x # of sites & ED: \$70 x # of sites)	\$	TBD
Postage for Ballot By Mail	00	\$ 00
Shipping & Handling	\$ 500.00	\$ 500.00 (CS)
<b>Amount Due</b>		\$ TBD

CS: Cost Sharing with all Entities; TBD: To be determined (quantity based on ballot requirement)





## Bell County

### The Office of Elections Administration

*Dr. Desi Roberts, Elections Administrator*

550 E. 2<sup>nd</sup> Ave  
P.O. Box 1629  
Belton, Texas 76513  
254 933 5774  
Fax 254 933 6754

Elections@BellCountyTexas.gov  
VoterRegistration@BellCountyTexas.gov

## CONTRACT SERVICES FOR MAY 3rd, 2025 (CITY AND SCHOOLS) ELECTIONS

THIS Contract for Election Services is between the Bell County Elections Administrator and political subdivisions, namely ( ) located entirely or partially inside the boundaries of the Bell County Elections Department. This is a General Service Contract and can be customized with specifics if both parties agree to certain required election services. This Contract is made pursuant to Texas Election Code Sections 31.092 and 281.002 and Texas Education Code Section 11.0581 for an election to be held on May 03, 2025, and administered by the specific political subdivision with requested services from **Dr. Desi Roberts, Bell County Elections Administrator**. This Contract supersedes any prior contracts and agreements to conduct election services between the Participating Authority and the Bell County Elections Office. Participating Authorities who desire to utilize Bell County Elections Services shall return this contract-signed application for the Political Subdivision Election outlining specific requests **on or before January 10, 2025**. Send all documents to [jeannette.compean@bellcounty.texas.gov](mailto:jeannette.compean@bellcounty.texas.gov) and [desi.roberts@bellcounty.texas.gov](mailto:desi.roberts@bellcounty.texas.gov). Throughout this period, open accessibility and communication shall be maintained.

### RECITALS

**WHEREAS**, each Participating Authority who plans to hold an election on May 03, 2025;

**WHEREAS**, Bell County owns an electronic voting system, the Election System and Software (ES&S) EVS 6110 voting system, which includes the DS200 precinct scanner, and the ExpressVote ballot marking device and has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. The Participating Authorities desire to use Bell County's electronic voting system, to compensate Bell County for such use, and to share in certain other expenses connected with the elections in accordance with the applicable provisions of Chapters 31 and 281 of the Texas Election Code, and Health and Safety Code respectively as amended, and

**NOW THEREFORE**, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

### I. ADMINISTRATION

The Participating Authorities agree to hold their specific Election with particular services requested from the Bell County Elections Department in accordance with applicable provisions of the Texas Election Code and this Contract. The Participating Authorities coordinate, supervise, and operate all aspects of administering the Election. The Elections Administrator's services may include voting equipment rental, ballot/equipment programming (*if contracted*), supplies, repairs, and technical support. The List of Registered Voters would be provided without cost.

It is understood that other political subdivisions and districts may wish to participate in the use of Bell County's electronic voting system, and it is agreed that the Elections Administrator may enter into other contracts for election services for those purposes, on terms and conditions generally similar to those outlined in this Contract. The Elections Administrator will provide voter registration checks and similar support to the polling sites.

### II. LEGAL DOCUMENTS

Each Participating Authority shall be responsible for preparing, adopting, and publishing all required election orders, resolutions, notices, and other pertinent documents required by the Texas Election Code and/or the Participating Authority's governing body, charter, or ordinances. All timelines and deadlines outlined in the *Election Law Calendar* located at <https://www.sos.state.tx.us/elections/voter/important-election-dates.shtml#2025> will be enforced.



## **Bell County**

### **The Office of Elections Administration**

*Dr. Desi Roberts, Elections Administrator*

550 E. 2<sup>nd</sup> Ave  
P O Box 1629  
Belton, Texas 76513  
254 933 5774  
Fax 254 933 6754

Elections@BellCounty Texas gov  
Voter.Registration@BellCounty Texas gov

Preparation of the necessary materials for notices and the official ballot language shall be the responsibility of each Participating Authority, including providing the text in English and Spanish. Each Participating Authority shall provide a copy of their respective election orders and notices to the Elections Administrator. The Elections Administrator will proceed with programming or other requirements without Participating Authorities who fail to meet established deadlines.

### **III. NONPERFORMANCE**

The Elections Administrator will inform each Participating Authority of any concerns or deficiencies in their obligations under this Contract. The Elections Administrator may set a reasonable period to cure or obtain adequate assurance that any such issues or deficiencies will be timely addressed and corrected.

The Participating Authority's failure to cure problems or deficiencies related to its obligations, duties, and responsibilities per all terms and conditions of this Agreement will be considered in any future contracts with the Elections Administrator. Any Participating Authority failing to perform will reimburse the Elections Administrator for additional costs and expenses to Bell County, including all costs associated with interference in conducting the election.

### **IV. VOTING LOCATIONS**

The Participating Authority is responsible for all aspects of their voting locations. Voting locations shall comply with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA).

### **V. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL**

The Elections Administrator may provide election training for election workers. The Participating Authority will take the necessary steps to ensure that all election judges appointed for the Election are eligible to serve and meet the eligibility requirements in Subchapter C of Chapter 32 of the Texas Election Code.

The Elections Administrator may employ other personnel necessary to support the services for the election, including such part-time help, who will be compensated at the hourly rate set by Bell County in accordance with Election Code Sections 32.091, 32.092, 83.052, and 87.005 and reimbursed by the Participating Authorities.

Per Sec. 31.098 of the Texas Election Code, the Elections Administrator is authorized to contract with third persons for election services and supplies. The Elections Administrator will pay the actual cost of such third-person services and supplies and be reimbursed by the Participating Authorities.

### **VI. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT**

The Elections Administrator shall arrange with the Participating Authority for all contracted voting equipment, including, but not limited to, Bell County's electronic voting system and voter registration lists. The Elections Administrator will conduct internal testing of the electronic equipment; this test shall not replace the requirement outlined by Chapters 128 and 129 of the Texas Election Code.

The Elections Administrator may agree to conduct equipment internal testing, and programming and receive reimbursement for ordering the election programs for Participating Authorities. The Participating Authority shall conduct the Public Logic and Accuracy testing outlined in the Texas Election Code with assistance from the Elections Administrator.

### **VII. EARLY VOTING**

The Participating Authorities are responsible for all aspects of conducting Early Voting following the Texas Election Code. The Elections Administrator may receive applications for Early Voting ballots to be voted by mail per Chapters 31 and 86 of the Texas Election Code. Any requests for Early Voting ballots to be voted by mail will be forwarded to the Participating Authorities immediately for processing.



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#### VIII. EARLY VOTING BALLOT BOARD

The Participating Authorities shall be responsible for all aspects of the Early Voting Ballot Board (EVBB) to process Absentee and Provisional Ballots.

#### IX. CENTRAL COUNTING STATION AND ELECTION RETURNS

The Elections Administrator will not establish or operate a central counting station, therefore participating Authorities will be responsible for the tabulation and accumulation of vote totals.

#### X. PARTICIPATING AUTHORITIES WITH TERRITORY OUTSIDE BELL COUNTY

Bell County Elections will consider conducting elections in territories outside of Bell County on a case-by-case basis.

#### XI. RUNOFF ELECTIONS

Each Participating Authority shall have the option of extending the terms of this Contract through its runoff election, if applicable. In the event of such a runoff election, the terms of this Contract shall automatically extend unless the Participating Authority notifies the Elections Administrator in writing within three business days of the original election.

#### XII. ELECTION EXPENSES AND ALLOCATION OF COSTS

**Charges.** In consideration for the election services provided hereunder by the Elections Administrator, the Participating Authorities will be charged a share of election service costs, not including the voting equipment lease.

- a) **Election Costs.** Each Participating Authority's share of election costs will be a pro-rata share of the total of all costs incurred by the Elections Administrator in connection with the services of elections of other entities held at the same time as the election, i.e. (*Technicians, hot spot devices, equipment delivery, printing supplies, etc.*).
- b) Each Participating Authority will be responsible for its specific contracted expenses (*equipment rentals or any other negotiated service.*)
- c) **Lease of Voting Equipment.** Per Texas Election Code Section 123.032(d), the Bell County Commissioners Court has established the following prices for leasing county-owned voting equipment:
  - \$20.00 per day ExpressVote Ballot Marking Device
  - \$20.00 per day DS200 Precinct Scanner
  - \$20.00 per day Electronic pollbook.

The Elections Administrator shall deposit all funds payable under this Contract into the appropriate fund(s) within the Bell County treasury in accordance with Election Code Section 31.100.

#### XIII. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Any Participating Authority may withdraw from this Contract for Election service should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code. Election services are contingent only with a direct contract with the Elections Administrator.

#### XIV. RECORDS OF THE ELECTION

The Participating Authority shall designate a general custodian of the voted ballots and all records of the Election as authorized by Section 281.010 of the Texas Election Code.



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#### XV. RECOUNTS OR CONTESTED ELECTION

The Elections Administrator agrees to provide advisory services to each Participating Authority as necessary to conduct a proper recount.

#### XVI. MISCELLANEOUS PROVISIONS

1. The Elections Administrator shall file copies of this document with the Bell County Treasurer and the Bell County Auditor in accordance with Section 31.099 of the Texas Election Code.
2. Nothing in this Contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this Contract or a violation of the Texas Election Code.
3. This Contract shall be designed in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Bell County, Texas.
4. In the event that one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
5. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
6. The waiver by any party of a breach of any provision of this Contract shall not operate as or be construed as a waiver of any subsequent breach.
7. Any amendments of this Contract shall be of no effect unless in writing and signed by all parties hereto.
8. Participating Authority agrees to act in good faith in the performance of this agreement and shall immediately contact and notify the Elections Administrator of any potential problems or issues relevant to the subject matter of this Contract.

#### XVII. COST ESTIMATES AND DEPOSIT OF FUNDS

The Elections Administrator will attach an itemized invoice with this Contract based on the expenses directly attributable to the services the Elections Administrator provides.

#### XVIII. SIGNATURE PAGE

WITNESS BY MY HAND THIS THE DAY OF \_\_\_\_\_, 2025.

ELECTIONS ADMINISTRATOR:

\_\_\_\_\_  
Dr. Desi Roberts, Elections Administrator

WITNESS BY MY HAND THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

PARTICIPATING AUTHORITY: Name of Participating Authority: \_\_\_\_\_

(By)Printed Name: \_\_\_\_\_

Signature/Title: \_\_\_\_\_

**ALG-CL-1.3: Audit Engagement Letter—Yellow Book**

Donald L. Allman, CPA, PC 4749 Williams Drive, Suite 322 Georgetown TX 78633

January 10th, 2025

To the Mayor and City Council of Bartlett, TX and Adrian Flores, City Administrator

City of Bartlett, 140 W Clark St. Bartlett, TX 76511

We are pleased to confirm our understanding of the services we are to provide the City of Bartlett, TX for the year ended September 30, 2024.

**Audit Scope and Objectives**

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the City of Bartlett, TX as of and for the year ended September 30, 2024. \* Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Bartlett, TX's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Bartlett, TX's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) Budget to Actual
- 3) Pension Information

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

**Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of the City of Bartlett and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable



assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

[According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks. Describe significant risk(s) identified, including specific revenue streams identified as significant risks.]

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

### **Audit Procedures—Internal Control**

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **ALG-CL-1.3**

(Continued)

## **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Bartlett, TX's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

## **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us; for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any



significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Other Services**

We will also assist in preparing the financial statements and related notes of the City of Bartlett, TX in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the Mayor and City Council; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Donald L. Allman, CPA, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Burnet County or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for the purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Donald L. Allman, CPA, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Burnet County. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Donald L. Allman, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately March 15, 2025 and to issue our reports no later than May 15, 2025.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed \$18,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until

### **ALG-CL-1.3**

(Continued)



your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

### Reporting

We will issue a written report upon completion of our audit of the City of Bartlett, TX's financial statements. Our report will be addressed to the Mayor and City Council of the City of Bartlett, TX. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose.<sup>y</sup> If during our audit we become aware that the City of Bartlett, TX is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the City of Bartlett, TX and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Donald L. Allman, CPA, PC

### RESPONSE:

This letter correctly sets forth the understanding of the City of Bartlett, TX.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Practical Considerations

**CALDWELL COUNTRY CHEVROLET**

800 HWY. 21 E. CALDWELL, TEXAS 77836

Customer: City of Bartlett - Police Department

Contact: Tanner Schwake

Phone/email: 254.527.3733/bartlettpatrol3@outlook.com

Contract: BuyBoard 724-23

Product Description: Chevrolet Tahoe PPV (Police Package)

Sales Rep: Jake Schobinger QT# JS111924-1

Phone: 979.429.8847

Date: Tuesday, November 19, 2024

email: jake@usaautomotivepartners.com

A. Bid Series: 20

A. Base Price: \$ 39,550.00

**B. Published Options**

Code	Options	Bid Price	Code	Options	Bid Price
2025 Chevrolet Tahoe CC10706 2WD PPV			AMF	Remote Keyless Entry Package	INCL
9C1	Police Package Vehicle	INCL	RC1	Skid Plates	INCL
GBA	Black	INCL	VK3	Front License Plate Bracket	INCL
L84	Engine, 5.3L EcoTec3 V8 Gas	INCL	KX4	Alternator, 250 Amps	INCL
MHU	Transmission, 10 Speed Auto	INCL	J55	Heavy Duty Braking System	INCL
C6C	GVWR, 7400 LBS	INCL	7X3	LH Spot Light	INCL
GU5	Rear Axel, 3.23 Ratio	INCL		Deep Tinted Glass	INCL
PXT	Wheels, 20" X 9" Black Steel	INCL		Black Rubber Vinyl Flooring	INCL
XCS	Tires, 275/55R20 Firehawk Pursuit	INCL		Cruise Control	INCL
AZ3	Seats, 40/20/40 Split Bench	INCL		Power Windows/Power Locks	INCL
5T5	Black Cloth / Vinyl Rear Seats	INCL		HD Rear Vision Camera	INCL
Total of B. Published Options:					\$ 14,800.00

**C. Unpublished Options [Itemize each below, not to exceed 25%]**

Disclaimer	Order Summary	Bid Price
PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE COUNTRY FORD dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR )	2025MY Factory Order Delivery ETA: Q2/Q3 2025 Approx.	
Total of C. Unpublished Options:		

**D. Upfitter:****E. Floor Plan Interest (for in-stock and/or equipped vehicles):**

\$ -

*\*Floor Plan Interest will not be applied if the Chassis is paid for upon arrival at the Upfitter. \$800/Month***F. Lot Insurance (for in-stock and/or equipped vehicles):**

\$ -

*\*Lot Insurance will not be applied if the Chassis is paid for upon arrival to the Upfitter. \$800/Month***G. Contract Price Adjustment:**

\$ -

**H. Additional Delivery Charge:**  miles

\$ -

**I. Subtotal:**

\$ 54,350.00

**J. Quantity:** 2 **x K =**

\$ 108,700.00

**K. Trade in:****L. BuyBoard Fee Per Purchase Order**

\$ 400.00

**M. TOTAL PURCHASE PRICE WITH BUYBOARD FEE (PRICES AND AVAILABILITY ARE SUBJECT TO CHANGE WITHOUT NOTICE)**

\$ 109,100.00

**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
Customer No.	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

Contact: Corp. Tanner Schwake  
 Telephone: 254-527-3733  
 E-mail: Bartlettpatrol3@outlook.com

Contact: SCOTT BEAL  
 Telephone: 682-888-4235  
 E-mail: SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			SCOTT BEAL ROUND ROCK		ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	INFO TIPS USA CONTRACT #240-102 Warehouse: RROC		0.0000	0.00
2	2	N	INFO 2025 CHEVY TAHOE PPV Warehouse: RROC		0.0000	0.00
2	2	N	INFO FRONT OF VEHICLE Warehouse: RROC		0.0000	0.00
2	2	Y	BK2168TAH21 SMC PB450L4 ALUM BUMPER Warehouse: RROC MSRP: \$1,149.00		857.9200	1,715.84
2	2	Y	STEADY WHITE TAKEDOWN AND ALLEY. ETSS100J SOI 100J SERIES COMPOSITE SPEAKER Warehouse: RROC		0.0000	0.00
2	2	N	MOUNT ON CENTER CROSS MEMBER OF GRILLE GUARD. INFO SIDES OF VEHICLE Warehouse: RROC		0.0000	0.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
Customer No.	BARTLETTTX

Bill To
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CITY OF BARTLETT TEXAS POLICE DEPARTMENT  
 PO BOX 670  
 BARTLETT, TX 76511

Ship To
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(For Pickup)  
 ROUND ROCK WAREHOUSE  
 900 E. OLD SETTLERS BLVD  
 Bldg 4 Ste 400  
 ROUND ROCK, TX 78664

Contact: Corp. Tanner Schwake  
 Telephone: 254-527-3733  
 E-mail: Bartlett patrol3@outlook.com

Contact: SCOTT BEAL  
 Telephone: 682-888-4235  
 E-mail: SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Scott Beal		SCOTT BEAL ROUND ROCK			ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
4	4	Y	ENT2B3RBW SOI INTERSECTOR 18-LED UNDER MIRROR LIGHT R/B/W Warehouse: RROC MSRP: \$372.00		173.6000	694.40
8	8	Y	UNDER SIDE VIEW MIRRORS. STEADY WHITE ALLEY. EMPS2QMS5RBW SOI, MPWR FASCIA, 4", QM, BLK HSG, RED/BLU/WHT Warehouse: RROC MSRP: \$272.00		136.0000	1,088.00
8	8	Y	TWO ON EACH RUNNING BOARD. STEADY WHITE ALLEY. PMP2WDG35B SOI MPOWER 4" 35 DEGREE WEDGE BLACK Warehouse: RROC		0.0000	0.00
2	2	N	INFO ROOF OF VEHICLE Warehouse: RROC		0.0000	0.00
2	2	Y	MISC SOI: EMPLB01KE9-4Q7 mPower 55" Bar 21-25 TAH Warehouse: RROC MSRP: \$5,767.00		2,800.0000	5,600.00
2	2	N	STEADY WHITR FRONT FOR T.D. AND STEADY WHITE SIDES FOR ALLEY. TRAFFIC ADVISE REAR AMBER. LEFT / CENTER OUT / RIGHT INFO INTERIOR OF VEHICLE Warehouse: RROC		0.0000	0.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

**Telephone:** 800-845-0405

<b>Sales Quote No.</b>	555207-A
<b>Customer No.</b>	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

**Contact:** Corp. Tanner Schwake  
**Telephone:** 254-527-3733  
**E-mail:** Bartlettpatrol3@outlook.com

**Contact:** SCOTT BEAL  
**Telephone:** 682-888-4235  
**E-mail:** SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30
Entered By		Salesperson		Ordered By	Resale Number
Scott Beal		SCOTT BEAL ROUND ROCK			ON FILE
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
2	2	N	INFO SIREN AND SIREN ACCESORIES Warehouse: RROC	0.0000	0.00
2	2	Y	ETSA481RSP SOI, 400 SERIES REMOTE SIREN, 100WATT Warehouse: RROC	0.0000	0.00
2	2	Y	GK10342UHK SMC DUAL VERT. RACK 2 UNIV. LOCKS W/ HC KEY Warehouse: RROC MSRP: \$609.00	454.7200	909.44
2	2	N	INFO CONSOLE AND CONSOLE ACCESSORIES Warehouse: RROC	0.0000	0.00
2	2	Y	MISC HAVIS 2025 TAHOE CONSOLE Warehouse: RROC	785.0000	1,570.00
4	4	Y	MISC RADIO AND SIREN FACEPLATES Warehouse: RROC	35.0000	140.00
2	2	Y	CUP2-1001 HAV Self-Adjusting Double Cup Holder Warehouse: RROC MSRP: \$67.00	44.6700	89.34

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

**Telephone:** 800-845-0405

## Sales Quote

<b>Sales Quote No.</b>	555207-A
<b>Customer No.</b>	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

**Contact:** Corp. Tanner Schwake  
**Telephone:** 254-527-3733  
**E-mail:** Bartlettpatrol3@outlook.com

**Contact:** SCOTT BEAL  
**Telephone:** 682-888-4235  
**E-mail:** SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			SCOTT BEAL ROUND ROCK		ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	C-HDM-204 HAV TELESCOPING SIDE MOUNTED POLE ASSY Warehouse: RROC MSRP: \$230.00		153.3300	306.66
2	2	Y	C-MD-119 HAV 11" SLIDE-OUT LOCKING SWING ARM - LOW PROFILE Warehouse: RROC MSRP: \$367.00		244.6700	489.34
4	4	Y	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT Warehouse: RROC		55.0000	220.00
4	4	Y	C-MCB HAV CONSOLE MICROPHONE CLIP BRACKET Warehouse: RROC MSRP: 19.00		19.0000	76.00
2	2	Y	MISC LAPTOP DOCK W/ PWR SUPPLY AND SCREEN STIFF Warehouse: RROC		943.3300	1,886.66
2	2	N	INFO PRISONER CONTAINMENT Warehouse: RROC		0.0000	0.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

**Telephone:** 800-845-0405

## Sales Quote

<b>Sales Quote No.</b>	555207-A
<b>Customer No.</b>	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

**Contact:** Corp. Tanner Schwake  
**Telephone:** 254-527-3733  
**E-mail:** Bartlettpatrol3@outlook.com

**Contact:** SCOTT BEAL  
**Telephone:** 682-888-4235  
**E-mail:** SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Scott Beal		SCOTT BEAL ROUND ROCK			ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	PK1152TAH21 SMC 10XL RP CTD POLY W/EXP MTL WIND COVER Warehouse: RROC MSRP: \$1,119.00		835.5200	1,671.04
2	2	Y	QK2023TAH21 SMC #12 EXPANDED METAL W/ SEAT Warehouse: RROC MSRP: \$1,789.00		1,335.7900	2,671.58
1	1	Y	WK0514TAH21H SMC 2021 TAHOE WINDOW STEEL BARRIER, HORIZONTAL Warehouse: RROC 2021 Chevy Tahoe Window Steel Barrier, Horizontal FOR USE WITH: * Stock Door Panels * SETINA TPO Door Panels		321.6300	321.63
2	2	N	INFO CARGO AREA OF VEHICLE Warehouse: RROC		0.0000	0.00
4	4	Y	ENFDGSIRB SOI DUAL NFORCE DECK/GRILL 6 LED LT RED/BLUE Warehouse: RROC MSRP: \$ ONE IN EACH REAR CARGO WINDOW. SIDE FACING.		0.0000	0.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
Customer No.	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

Contact: Corp. Tanner Schwake  
Telephone: 254-527-3733  
E-mail: Bartlett patrol3@outlook.com

Contact: SCOTT BEAL  
Telephone: 682-888-4235  
E-mail: SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Scott Beal		SCOTT BEAL ROUND ROCK			ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	N	INFO REAR OF VEHICLE  Warehouse: RROC		0.0000	0.00
4	4	Y	ELUC3H010J SOI UNIV UNDERCOVER LED INSERT, 5 WIRE RED/BLUE  Warehouse: RROC		0.0000	0.00
4	4	Y	MSRP: \$ ONE IN EACH REVERSE LIGHT HOUSING. EMPS2STS5RBW SOI, MPWR FASCIA, 4", STM, BLK HSG, RED/BLU/WHT  Warehouse: RROC		136.0000	544.00
2	2	Y	MSPR: \$272.00 TWO ON EACH LICENSE PLATE BRACKET. PMP2BRK2LPV SOI LICENSE PLATE BRACKET, VERTICAL MNT FOR 4" MPOWER  Warehouse: RROC		0.0000	0.00
2	2	N	MSRP: \$ INFO MISC ITEMS TO COMPLETE THE BUILD  Warehouse: RROC		0.0000	0.00
2	2	Y	MISC XL-85M TWO PIECE RADIO W/ ANTENNA AND COAX  Warehouse: RROC		5,500.0000	11,000.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
Customer No.	BARTLETTTX

Bill To
CITY OF BARTLETT TEXAS POLICE DEPARTMENT PO BOX 670 BARTLETT, TX 76511

Ship To
(For Pickup) ROUND ROCK WAREHOUSE 900 E. OLD SETTLERS BLVD Bldg 4 Ste 400 ROUND ROCK, TX 78664

Contact: Corp. Tanner Schwake  
Telephone: 254-527-3733  
E-mail: Bartlettpatrol3@outlook.com

Contact: SCOTT BEAL  
Telephone: 682-888-4235  
E-mail: SBEAL@DANASAFETYSUPPLY.COM

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By	Resale Number	
Scott Beal			SCOTT BEAL ROUND ROCK		ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	MISC M500 CAMERA SYSTEM FROM MOTOROLA Warehouse: RROC		8,900.0000	17,800.00
2	2	Y	807-0001-00 Stalker DSR 2X w/Fast Lock Remote Warehouse: RROC  MSRP: \$4,500.00 END USER: BARTLETT PD MAKE, YEAR & MODEL: 2025 CHEVY TAHOE PPV T0612013		3,975.0000	7,950.00
2	2	Y	TIGERTOUGH DRIVER SEAT, RESPONDER, TAHOE, BLACK Warehouse: RROC  MSRP: \$249.00		222.4400	444.88
2	2	Y	MISC GETAC LAPTOP - B360 I5-10210U Warehouse: RROC		5,850.0000	11,700.00
2	2	Y	RJ4250WBL BROTHER RUGGEDJET 4250 KIT Warehouse: RROC		876.0000	1,752.00
2	2	Y	PRBKT-RJ42B LUND Locking Mount for Brother Rugged Jet RJ4230BL or Warehouse: RROC  PRBKT-RJ42B Locking Mount for Brother Rugged Jet RJ4230BL or RJ4250WBL Printers		164.9800	329.96

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
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Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By		Salesperson		Ordered By	Resale Number	
Scott Beal		SCOTT BEAL ROUND ROCK			ON FILE	
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	TINT FRONT TWO AT 25% V.L.T. Warehouse: RROC		199.0000	398.00
2	2	N	TRANSPORT VEHICLE TRANSPORTATION BY HIRED DRIVERS Warehouse: RROC		350.0000	700.00
2	2	Y	FUEL CHARGE FUEL CHARGE TO CUSTOMER Warehouse: RROC *CHARGE ACTUAL AMOUNT OF FUEL FOR CARS		25.0000	50.00
2	2	Y	GRAPHICS GRAPHICS FOR VEHICLE Warehouse: RROC		1,250.0000	2,500.00
2	2	Y	7615B BLUE SEA, SOLENOID TIMER 120A 12VDC ATD Warehouse: RROC		125.0000	250.00
2	2	Y	5032B BLUE SEA SYSTEM FUSE BLOCK ST BLADE Warehouse: RROC		55.0000	110.00
2	2	Y	5026B BlueSea 12 Circuit Fuse Block w/ Ground Bus and Cover Warehouse: RROC		50.0000	100.00

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**DANA SAFETY SUPPLY, INC**  
**4809 KOGER BLVD**  
**GREENSBORO, NC 27407**

## Sales Quote

Telephone: 800-845-0405

Sales Quote No.	555207-A
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Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method	
11/18/24	UPS GROUND FREIGHT		QUOTED FREIGHT		NET30	
Entered By			Salesperson	Ordered By		Resale Number
Scott Beal			SCOTT BEAL ROUND ROCK			ON FILE
Order Quantity	Approve Quantity	Tax	Item Number / Description		Unit Price	Extended Price
2	2	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: RROC LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****		500.0000	1,000.00
2	2	Y	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: RROC		5,625.0000	11,250.00
<div>Approved By: _____</div> <div><input type="checkbox"/> Approve All Items &amp; Quantities</div> <div>Quote Good for 30 Days</div>						

Print Date	12/15/24
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Subtotal	87,328.77
Freight	1,100.00
<b>Order Total</b>	<b>88,428.77</b>