



**County of Galveston**  
**Department of Parks & Cultural Services**  
4102 Main Street (FM 519) - La Marque, Texas 77568  
Phone: (409) 934-8100 · Fax: (409) 621-7986

**M.I. Lewis Social Service Center**  
**FY26 Fee Reduction Request**

**Friday, April 24, 2026 for use of the Indoor Banquet Hall at Walter Hall Park**  
**For their Bingo Night Fundraising Event**

**5.1.2 Criteria for Requesting Reduction of a Permit Fee. The criteria for requesting such a reduction are:**

- i) Submit a written request to the Parks and Senior Services Department at least 90 days before the event;
- ii) Describe the level of significant contributions the organization or agency has provided to a Galveston County Park, Galveston County senior services and/or beach facilities, or the Galveston County community in the past year;
- iii) Submit financial plans on the upcoming event, including all projected revenues and expenditures for the event;
- iv) Submit background information regarding the organization or agency; and
- v) Provide proof of current tax-exempt status or non-profit status, including IRS Form 990. \*

Once all criteria are met, the Parks Department and Senior Services Department will submit the item to the Commissioners' Court agenda. Commissioners' Court will either approve reduction of the permitting fee or deny the request. A member of the organization requesting the reduction of a permit fee may be present at the Commissioners' Court meeting.

**5.1.3 Options and requirements for Fee Reduction:**

- i) Fees may be reduced by up to 80%, but not to exceed a \$1,000.00 reduction in fees.
- ii) Admission to events receiving reduced fees must be open to the public free of charge. While event sponsors may charge for goods or services at the event, no admission or gate fee shall be charged.
- iii) Galveston County must be identified as a sponsor of any event in which a fee is reduced. The County must be recognized on any and all print media, banners, websites and in a place of prominence at event locations during the event. Galveston County reserves the right to place a banner or signage at/in event grounds.
- iv) Galveston County reserves the right to view sales and special event documentation at its request at any time.

**Non-refundable user fees Amount:**

Hourly rate \$85.00/hour = 6 hours x \$85.00 = \$510.00

Set-up/break-down service = \$250.00

Podium = \$10.00

PA System = \$50.00

Total fee for rental = \$820.00

Fee Reduction Amount (80%) = -\$656.00

**Grand Total of User Fee Payment should reduction be approved: \$164.00**

\*Please see attached request.

\*\* \$400.00 refundable security deposit not included in fee reduction.



January 21, 2026

Galveston County Commissioners Court,

M.I. Lewis Social Service Center has been proudly serving individuals and families throughout Galveston County by providing essential resources and compassionate support to those facing hardship. Our mission is to strengthen families and promote stability by meeting urgent needs while encouraging long-term self-sufficiency.

Through our programs, M.I. Lewis offers a range of vital services, including a food pantry, emergency financial assistance, and self-sufficiency support. These programs are designed to help individuals and families during difficult times by ensuring access to nutritious food, basic necessities, and short-term financial relief, while also supporting pathways toward long-term independence.

Our upcoming bingo event, taking place on April 24, 2026, is a community fundraiser created to bring people together for a fun and meaningful cause. All proceeds from this event will directly support M.I. Lewis Social Service Center and the vital programs we provide. Funds raised will help stock our food pantry, assist families facing financial emergencies, and strengthen self-sufficiency services that empower individuals and families to build lasting stability.

By participating in this bingo event, supporters are helping ensure that our neighbors continue to receive critical assistance, encouragement, and resources that promote dignity, hope, and opportunity. We are grateful for the continued support that allows M.I. Lewis Social Service Center to serve as a lifeline for our community.

Sincerely,

A handwritten signature in black ink that reads "Angelica Hanley".

**Angelica Hanley**  
Executive Director

**IRS** Department of the Treasury  
Internal Revenue Service  
P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248445632  
Apr. 02, 2008 LTR 4168C EO  
74-6083306 000000 00 000  
00015334  
BODC: TE

MI LEWIS SOCIAL SERVICE CENTER  
% CORINNE O'BRIEN  
PO BOX 1542  
DICKINSON TX 77539-1542421

17276

Employer Identification Number: 74-6083306  
Person to Contact: Frank B Rolfe Jr.  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Mar. 26, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in July 1967, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

*Michele M. Sullivan*

Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations I



**Galveston County - Parks & Cultural Services**  
4102 Main Street  
La Marque, TX 77568  
Phone: 409-934-8102 Fax: 409-621-7986  
*Scheduling Invoice*

<b>Creation Date:</b>	Thu Jan 15, 2026	<b>Invoice #:</b>	11699
<b>PAYEE:</b>	<b>Angelica Hanley</b> M. I. Lewis Social Service Center P. O. Box 1542 Dickinson, Texas, United States 77539	<b>Total Amount Due:</b>	\$1,220.00
		<b>Amount Paid:</b>	\$400.00
		<b>Balance Due:</b>	<b>\$820.00</b>

**Client #:** 7654      **Email:** isabel@milewisctr.org  
**Phone 2:** (281) 534-2043      **Event:** Bingo Night Fundraiser  
**Status:** Firm

**Phone 1:** (409) 978-0494  
**Special Event:** Yes

Please make checks payable to Galveston County Parks Department.

## Facility Times

<b>Facility Name</b>	<b>Description</b>	<b>Date</b>	<b>Time</b>	<b>Price</b>
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)				
Individual/Tax Exempt	-\$85.00 Per Hour			
		Fri Apr 24, 2026	04:00PM - 10:00PM	\$510.00
				<b>Facility Subtotal:</b> \$510.00
				<b>Total:</b> \$510.00

## Services

<b>Service Name</b>	<b>Description</b>	<b>Qty</b>	<b>Date</b>	<b>Time</b>	<b>Price</b>
Deposits - All - Indoor Facility - Large					
Deposit	-\$400.00 Daily Rate (All Units)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)					
		1	Fri Apr 24, 2026	04:00PM - 10:00PM	\$400.00
					<b>Service Subtotal:</b> \$400.00
Fees - All - Podium					
User Fee	-\$10.00 Flat Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)					
		1	Fri Apr 24, 2026	04:00PM - 10:00PM	\$10.00
					<b>Service Subtotal:</b> \$10.00
Fees - All - Portable PA System					
User Fee	-\$50.00 Daily Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)					
		1	Fri Apr 24, 2026	04:00PM - 10:00PM	\$50.00
					<b>Service Subtotal:</b> \$50.00
Fees - All - Set-Up and Break Down					
Large Facility	-\$250.00 Flat Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)					
		1	Fri Apr 24, 2026	04:00PM - 10:00PM	\$250.00
					<b>Service Subtotal:</b> \$250.00
Security - All - Open to Public					
Paid in cash	-\$0.00 Flat Rate (Per Unit)				
Walter Hall Park - Facilities - Indoor Banquet Hall (downstairs)					
		1	Fri Apr 24, 2026	04:00PM - 10:00PM	\$0.00
					<b>Service Subtotal:</b> \$0.00
					<b>Total:</b> \$710.00

## Transactions

# 130775	Date: Jan 20, 2026 - 11:01AM	Type: Payment (# 10286)	Method: Debit Card	Amount: -\$400.00
<b>Comments</b>				<b>Subtotal:</b> \$1,220.00
Thank you for booking with Galveston County Parks & Cultural Services. We are open M-F from 8am-4:30pm and closed on County holidays. If you have any issues after-hours or on the weekends, please call 409-996-9883. Please note that payment for invoices for indoor/outdoor facility rentals and special events are due 30 days prior to your event. Credit/ debit card transactions incur either a 2.2% or \$3.95 convenience fee (whichever is greater). Cancellations on unpaid balances will begin 25 days before the event date.				<b>Total:</b> \$1,220.00
				<b>Amount Paid:</b> \$400.00
				<b>Balance Due:</b> \$820.00



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[www.galvestoncountytexas.gov](http://www.galvestoncountytexas.gov)  
**PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION**

**FIRST TIME EVENTS:** It is recommended to schedule a meeting with the Rental Supervisor to discuss the application in detail for first time applicants. Please call (409) 934-8102 to make arrangements.

Set-Up Date:	<u>Fri, April 24<sup>th</sup> 2026</u>	Start time:	<u>4pm</u>	End Time:	<u>6 pm</u>
Event Date(s):	<u>Fri, April 24<sup>th</sup> 2026</u>	Start time:	<u>6pm</u>	End Time:	<u>9pm</u>
*Event Date(s): (Two-day event) / add additional line for 3+ day event					Start time: _____ End Time: _____
Break-down Date:	<u>Fri, April 25<sup>th</sup> 2026</u>	Start time:	<u>9pm</u>	End Time:	<u>10pm</u>
Reservations can be made 24 months in advance for any public event, special event or company picnic.					
Park Requested:	<u>Walter Hall Park</u>				
*Facility/Facilities Requested:	<u>Pavillion Bottom Floor</u>				
*including but not limited to: pavilions, gazebos, sports fields, cabanas, bunkers, restrooms, etc.					
Type of event:	<input type="checkbox"/> Fair/Festival	<input type="checkbox"/> Parade	Event exceeds		
	<input type="checkbox"/> Circus/Carnival	<input type="checkbox"/> Company Picnic	facility capacity		
	<input type="checkbox"/> Wedding	<input type="checkbox"/> Race/Fun Run	Amusement request		
	<input type="checkbox"/> Concert	<input type="checkbox"/> Demonstration/Rally			
	<input type="checkbox"/> Other: <u>Bingo</u>				
*Estimated # attending event:	<u>185</u> (include vendors, staff, volunteers and participants)				
Descriptive summary of the event (attach additional sheets if necessary): <u>Our Bingo Fund-raiser brought the community together for a family-friendly evening of Bingo games while raising vital funds to support our community.</u>					
Event Name:	<u>Bingo Night</u>				
Name of Applicant:	<u>Angelica Hanley</u> (Photo ID req. / age 21+)				
Company Name (if applicable):	<u>M.I. Lewis Social Service Center</u>				
Individual/Tax-Exempt For-Profit or Commercial:	(attach proof of current tax-exempt/non-profit status, including IRS form 990)				
Mailing address:	<u>P.O. BOX 1542</u>				
City:	<u>DICKINSON, TX</u>	State:	<u>TX</u>	zip:	<u>77539</u>
Email address:	<u>isabel@mitewisctr.org</u>				
Cell Phone (409) <u>978-0494</u>	Other Phone (	)			
Event Day Contact Name:	<u>isabel Sanchez</u> Phone (409) <u>978-0494</u>				
Certain indoor facilities have additional amenities for rent. Please see page 7 and use the checklist below if you would like to rent:					
<input checked="" type="checkbox"/> PA System (Add \$50.00)	<input checked="" type="checkbox"/> *Set-Up & Break Down of Tables/Chairs (Add \$250 for large facilities or \$125 for small facilities)				
<input checked="" type="checkbox"/> Podium (Add \$10.00)	<input checked="" type="checkbox"/> *Lay-out required				



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Is the event being sponsored, co-sponsored or supported by another organization or group? If yes, attach a list of supporting organization(s) and describe their role.  YES  NO

Will gate, admission or registration fees be charged?  YES  NO  
If yes, attach a list of proposed fees and their purpose and also see section 5.1.4 of Facility Permitting Policy.

How will the event be promoted?  
 TV Ads  Newspaper Ads  Radio  
 Flyers/posters  Billboards  Internet  
 Facebook Other: \_\_\_\_\_

Event website: WWW.MILWISCTY.ORG

**REQUIRED ATTACHMENTS - Use the blank space as a check list before submitting your application to the Rental Supervisor.**

I.S **Event Location Layout** - Please list the proposed event location and attach a map of the proposed logistical layout for your event.

I.S **Event Parking** - What parking arrangements have been made for your event? If you are using alternate parking lots, an approval letter from the property owner must accompany this application.

Event Set-Up Parking Area: \_\_\_\_\_

Event Participant Parking Area (vendors, staff, volunteers, media): \_\_\_\_\_

Event Attendees: \_\_\_\_\_

Grass Parking - If you are requesting to utilize a grass parking area, what will you do in the event of inclement weather?  
\_\_\_\_\_

I.S **Event Size:** 175 # of Participants 10 # of Staff/Volunteers  
0 # of Spectators 185 **Total Number of Attendees**

I.S **Event History:** Is this a first time event?  YES  NO

Is this an Annual Event?  YES  NO

How many years in existence? 1 YEARS

Previous Name(s) of Event: Bingo Night

If your previous year's application is on file, are there any changes from the previous year? List:  
\_\_\_\_\_  
\_\_\_\_\_



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**PUBLIC EVENT/SPECIAL EVENT PERMIT APPLICATION**  
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**REQUIRED ATTACHMENTS - Continued**

**I.S Activities and Entertainment** - Please attach a list of scheduled activities and entertainment with times (i.e. bands, contests, arts & crafts show, cook-off, performers, etc.).

**I.S Structures** - Please check all structural elements that apply.

Tent(s)  Booth(s)  Table(s)  Chair(s)  Stage(s)

Fencing  Light Tower(s)  Generator(s)  RV(s)

Other(s), please list: \_\_\_\_\_

**I.S Utilities**

Will you need electricity?  YES  NO (see page 9, item #13)

Electricity for: microphone, mics, food warmers

Will you need access to water?  YES  NO

Water for: just ice

**I.S**

**\*Portable Toilets:** Indicate the number of portable toilets you will have at your event. The closure of free-standing park restrooms may be required depending on the # of participants expected. Minimum of (1) per one hundred (100) participants is required.

# of Regular  # of ADA

When will they be delivered? N/A

\*For multi-day events, servicing of port-a-lets is required!

**I.S**

**\*Event Clean-Up/Trash:**

Who is responsible for the event clean-up? our team

Contact Phone Number: 409-978-0494

Will your event have a dumpster?  YES  NO

What size? \_\_\_\_\_ When will it be delivered? \_\_\_\_\_

Recycling: Do you have a plan for recycling for the event? If so, please describe:

\*Galveston County Parks & Cultural Services may be able to donate a limited number of trash can liners and extra toilet paper to the event, depending on available supplies.



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**REQUIRED ATTACHMENTS - Continued**

**I.S** Food/Beverages: Please indicate all food/beverage elements that apply:

Sale of food/beverages  Distribution of food/beverages

**A Health Permit is required for each vendor selling or distributing food/beverages.**

Sale of Alcoholic beverages **I.S**  Distribution of Alcoholic beverages

**You must obtain a TABC Permit for the sale/distribution of alcoholic beverages and will need permission from the Galveston County Parks & Senior Services Division to obtain your permit, if required.**

Please state your plan(s) to keep others from bringing alcoholic beverages into your event and to keep patrons from taking alcoholic beverages out of the event.

Security will be stationed at all entrances with strong staff support to prevent outside alcohol to be brought in or removed.

**I.S** First Aid Plan: Will you have a first aid station on-site?  YES  NO

What are your plans for a minor/major emergency? Any major/minor emergency will be immediately reported to security and Director who will contact emergency services if needed.

Does your event layout provide for emergency vehicle access?  YES  NO

**I.S** Insurance Requirements: Public liability and property damage insurance is required for all athletic user groups, amusement vendors (i.e. moonwalks), special event organizers Producing events that are open to the public, and for-profit commercial vendors, otherwise known as "vendor" in the amounts set forth below. Insurance must be issued by a casualty company authorized to do business in the State of Texas, and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions insuring the public from any loss or damage that may arise to any person or property by reason of the acts or omissions of the vendor.

Vendor shall at its own expense be required to carry the following minimum insurance coverage:

- For damages arising out of bodily injury to or death of one person in any one occurrence – one hundred thousand and no/100 dollars (\$100,000.00);
- For damages arising out of bodily injury to or death of two or more persons in any one occurrence – three hundred thousand and no/100 dollars (\$300,000.00);
- For injury to or destruction of property in any one occurrence – one hundred thousand and no/100 dollars (\$100,000.00);
- Alcohol - If alcoholic beverages are sold, served, or allowed to be consumed during the event, the insurance certificate must state specifically that it also covers any losses resulting from the consumption of alcohol at the event.



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**INSURANCE - Continued**

**Certificate Holder:**

The Certificate Holder is: The County of Galveston, 722 Moody (21<sup>st</sup> Street), Galveston, TX 77550

**Additional Insured Required:**

The County of Galveston shall be named as additional insured on policies listed in subparagraphs above and shall be notified of any changes to the policy(ies).

**General requirements:**

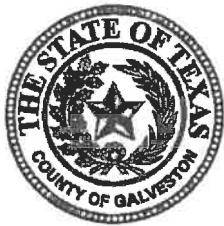
- Insurance is to be placed with insurers having a Best rating of no less than A.
- The vendor shall furnish the County with certificates of insurance and original endorsements affecting coverage required by these insurance clauses.
- The insurance certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf.
- Proof of insurance must be provided at least five (5) business days before the start of the event, athletic season, or first permitted date, or the permit/event will be cancelled.
- The County reserves the right to pursue other remedies permitted by law or in equity.
- In no event shall the County be liable for any damage to or destruction of any property belonging to the event organizer/vendor unless specified in writing and agreed upon by both parties.

I.S

**Security:**

The applicant is responsible for adequate security for the permitted event, including crowd control, emergency response access and safeguarding the applicant and park property.

**Galveston County Parks & Senior Services requires that:** Uniformed "Texas Commission Law Enforcement Officers Standards and Education" (TCLEOSE certified Peace Officers, with the exception of reserve Peace Officers, employed by Law Enforcement agencies located within Galveston County are required for any Public, Special Event, or Company Picnic at which alcohol is present, or any Public, Special, Private Event or Company Picnic with an estimated attendance of 100 or more (including vendors, staff, volunteers, etc.), or events where an admission fee is charged or has live music, bands, or a deejay. Such Peace Officers must also be present at any Event in which, in the opinion of the Director, the anticipated attendance or the planned activity may affect public health or safety. Requirements are listed below. The minimum number of Peace Officers required is two for the first 100 people in attendance; of the two, one of the required Peace Officers must be a TCLEOSE Certified Galveston County Sheriff's Deputy or a Galveston County Constable. If an Event exceeds the attendance as defined below, one additional Officer for each additional 100 people in attendance is required. The Park Patrol Security Supervisor may require additional peace officers, if in their opinion, it appears such additional officers are warranted and can do so at a Minimum of up to 24 hours in advance of the Event. Security is paid when the event begins (not during set-up) until the last event attendee leaves the facility. If officers arrive and the event has already begun, payment for each officer will be due according to the hours of the permit (retroactive).



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**SECURITY - Continued**

**It is the Applicant's responsibility to make arrangements for Security by contacting the Park Patrol Security Supervisor, during normal business hours (M-F; 8am-5pm) at either (409) 934-8122.**  
Arrangements for Security under normal circumstances should be made 30 calendar days in advance.

<b>NO ALCOHOL AT THE EVENT</b>	<b>EVENTS WITH ALCOHOL</b>
1-199 = 1 Officer	1-199 = 2 Officers
199-299 = 2 Officers	199-299 = 3 Officers
300-399 = 3 Officers	300-399 = 4 Officers
400-499 = 4 Officers	400-499 = 5 Officers

**I S** Initial - **Event Notification:** The applicant understands that they may be required to serve notices to residents and/or businesses in the area where the event will be held and furnish proof to the Department (initial on line).

**I S** **Street/Lane Closures:** Are you requesting any street/lane closures? YES  NO

Please list any street/lane closures you are requesting and attach a map:

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See next page for a schedule of fees



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24. Cleaning and Trash For Outdoor Facility Rentals, the Permittee must pick up trash and litter during and after all Events. Events where in excess of 100 persons are in attendance will be required to remove bags of trash from the Site the same day of the event. In the event that trash is not removed, the permittee may be responsible for other costs incurred by the Department for the removal of trash and litter from the Site.

25. The Applicant must provide for the Event, at no additional charge to the public, an adequate number of portable toilets (one per 100 attendees), including a proper ratio of such toilets that meet the Americans with Disabilities Act specifications (ADA).

26. The Permittee may use for the Event any electrical outlets that currently exist at the Site at a cost of \$10.00 per outlet. It is the Permittee's responsibility to contact the Department at least 72 hours before the Event to ensure that the electrical power is turned on. If the Event takes place at a Site where no electrical outlets are currently in place or if the Permittee has additional electrical requirements, it will be the Permittee's responsibility to safely provide for the Event's additional needs.

27. Any misrepresentation of the signed special event application or failure to meet the requirements set forth herein will result in retention of the deposit fee.

Anaelica Hanley  
Applicant's Name

A Hanley  
Applicant's Signature

01/07/2026  
Date