

**NOTICE OF MEETING (•) OF THE
COMMISSIONERS COURT OF JACK COUNTY, TEXAS**

• Assistive Listening Devices Available on Request for Use during Court Session

Notice is hereby given that a Meeting of the above named Commissioners Court will be held on Tuesday the 6th day of September, 2016 at 9:00 o'clock a.m., in the County Courthouse, Jacksboro, Texas, at which time the following subjects* will be discussed and appropriate action taken, to-wit:

These subjects may or may not be discussed in the order shown. All items listed below as part of the called "Consent Agenda Items" require no deliberation by the Court. Each Court member has the prerogative of removing an item from this agenda so that it may be considered separately.

FILED FOR RECORD

1. PUBLIC FORUM (Limited to 5 minutes per person);

_____ O'CLOCK _____ M

2. PAYMENT OF CLAIMS;

SEP 02 2016

3. CONSENT AGENDA ITEMS:

- (a) Approval of Minutes of Meeting of August 29, 2016;
- (b) Authorize Advertising for Bids on Maintainer in the Heavy Equipment Fund;
- (c) Annual support of Trout Stocking Program at Fort Richardson SHP (\$300);
- (d) Set the Regular Meetings of the Commissioners Court for FY17 for Monday of each week;
- (e) Adopt Tax Roll for FY17 as finalized by the Jack County Appraisal District;
- (f) Set Annual Jury Fee for Petit or Grand Jury Service in Jack County FY17 at \$6.00 for the first day of service and \$40.00 for every day of service thereafter or as may be set hereafter by the State Comptroller (Government Code, (§61.001);
- (g) Setting of Fees for Sheriff and Constable Office for FY17 as same as FY16;
- (h) Adoption of Resolution in Support of County Application for Funds under the Texas Indigent Defense Grant Program;
- (i) Set ROW Usage Fee at \$500 per road crossing for FY17;
- (j) Adoption of Tax Discounts as Allowed by Law: Homestead (§11.13 Property Tax Code) and Discount for Early Payment (§31.05(b) Property Tax Code) for Tax Year 2016;
- (k) Appointment of Replacement Election Judges and Alternates for Unfinished Term following resignation of others: Voting Prct. 3 Election Judge – Sharlotte Nordell; Voting Prct. 4 Election Judge – Deanna Jenkins; and Voting Prct. 4 Alternate Judge – Carla Marley;

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

DEPUTY

4. Timed Agenda:

- (a) 9:00 A.M. – Public hearing to consider a plan for the District Clerk’s and County Clerk’s Technology Fund, under Government Code Chapter 5.1, Subchapter D, for the preservation and restoration of the District Clerk’s and County Clerk’s records’;
- (b) Action, if any, on item (a) above;
- (c) 9:00 A.M. - Final Public Hearing on Proposed Budget FY17;
- (d) 1:30 P.M. - **CLOSED EXECUTIVE SESSION** in compliance with Section 551.071 of the Texas Government Code, to seek the advice of its attorney regarding pending or contemplated litigation or consultation with its attorney regarding matters protected by the attorney-client privilege: *Xstar Resources, LLC and Mark D. McBryde v. Prospect Oilfield Services, LP; Melvin Mayo, Jack County Sheriff; and Gary D. Standridge*, No. 16-08-091, Dt. Ct., Jack County, Tex .
- (e) Action, if any, on item (d) above;

5. Set County Compensation, Expenses, and Allowances for Elected County and Precinct Officers for FY17;

6. Adoption of Participation Rate in the Texas County & District Retirement System for the FY17 and acceptance of plan option to fully prefund a 20% CPI COLA to currently retired employees;

7. Budget Workshop FY17;

8. Adjustments in Proposed Budget for FY17 and Adoption of Budget;

9. Adopt Tax Rates to Fund Budget for FY17;

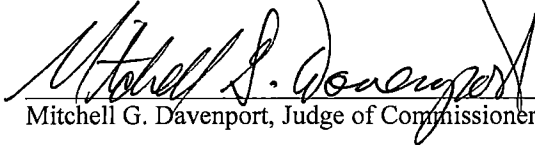
10. Set County Holidays for FY17 as:

Election Day(s)	November 8, 2016
Veteran’s Day:	November 11, 2016
Thanksgiving:	November 24 & 25, 2016
Christmas	December 23 & 26, 2016
New Years	January 2, 2017
President’s Day	February 20, 2017
Good Friday	April 4, 2017
Memorial Day	May 29, 2017
Independence Day	July 4, 2017
Labor Day	September 4, 2017
Employee’s Birthday	To Be Determined By Dept. Head

11. Discussion of Commissioner Precinct Operations;
12. Update on Courthouse Repair Project 2016 details, if any;
13. Update on status of County activities, if any, under the CTIF Grant and FEMA Flood Grant and approval of execution of payment request and other forms;
14. FUTURE AGENDA ITEMS; AND;
15. ADJOURNMENT.

Dated this the 2nd day of September, 2016

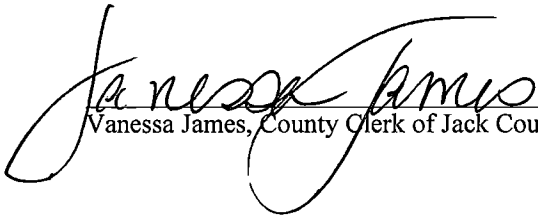
Commissioners Court of Jack County, Texas



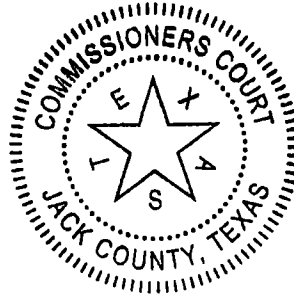
Mitchell G. Davenport, Judge of Commissioners Court

I, the undersigned County Clerk, do hereby certify that the above Notice of Meeting of the above named Commissioners Court, is a true and correct copy of said Notice, and that I posted a true and correct copy of said Notice on the bulletin board at the Courthouse door of Jack County, Texas, at a place readily accessible to the general public at all times on the 2nd day of September, 2016, and said Notice remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Dated this the 2nd day of September, 2016, at 2:47 p.m.



Vanessa James, County Clerk of Jack County, Texas



MINUTES

On this the 6th day of September, 2016 the Commissioners Court of Jack County, Texas met in Regular session at 9:01 a.m. with the following elected officials present:

Keith Umphress, Commissioner Pct. 1
James L Brock, Commissioner Pct. 2
James L. Cozart, Commissioner Pct. 3
Terry Ward, Commissioner Pct. 4
Mitchell G. Davenport, County Judge

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SEP 26 2016

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

PUBLIC FORUM

No members of the public present.

PAYMENT OF ACCOUNTS AND CLAIMS

BY _____ DEPUTY

All accounts and claims were submitted to the Court for approval. Those submitted were approved and entered into the computer of the County Treasurer.

Commissioner Umphress made a motion to pay all the bills. Commissioner Brock seconded and the motion carried unanimously.

CONSENT AGENDA ITEMS

The following items were taken up under the Consent Agenda:

- (a) Approval of Minutes of Meeting of August 29, 2016;
- (b) Authorize Advertising for Bids on Maintainer in the Heavy Equipment Fund;
- (c) Annual support of Trout Stocking Program at Fort Richardson SHP (\$300);
- (d) Set the Regular Meetings of the Commissioner's Court for FY17 for Monday of each week;
- (e) Adopt Tax Roll for FY17 as finalized by the Jack County Appraisal District;
- (f) Set Annual Jury Fee for Petit or Grand Jury Service in Jack County FY17 at \$6.00 for the first day of service and \$40.00 for every day of service thereafter or as may be set hereafter by the State Comptroller (Government Code, (§61.001);
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- (j) Adoption of Tax Discounts as Allowed by Law: Homestead (§11.13 Property Tax Code) and Discount for Early Payment (§31.05(b) Property Tax Code) for Tax Year 2016;
- (k) Appointment of Replacement Election Judges and Alternates for Unfinished Term following resignation of others: Voting Precinct 3 Election Judge – Sharlotte Nordell; Voting Precinct 4 Election Judge – Deanna Jenkins; and Voting Precinct 4 Alternate Judge – Carla Marley;

Judge Davenport made a motion to adopt the Consent Agenda items. Commissioner Cozart seconded and the motion carried unanimously.

PUBLIC HEARING TO CONSIDER A PLAN FOR DISTRICT AND COUNTY CLERK'S TECHNOLOGY FUND

The District Clerk and County Clerk spoke about these fees and what the funds are used for.

Motion was made by Commissioner Cozart to keep the fees the same. Motion was seconded by Judge Davenport and it passed unanimously.

PUBLIC HEARING ON PROPOSED BUDGET FY17

No members of the public spoke.

EXECUTIVE SESSION REGARDING PENDING OR CONTEMPLATED LITIGATION OR
CONSULTATION WITH COUNTY ATTORNEY

1:30 p. m. – The Court went into Executive Session to consult with the County Attorney.

2:21 p.m. Open Session

SET COUNTY COMPENSATION, EXPENSES, AND ALLOWANCES FOR ELECTED
COUNTY AND PRECINCT OFFICERS FOR FY17

Motion was made by Judge Davenport to keep salaries the same except no longevity policy has been adopted at this point for FY17. Motion was seconded by Commissioner Brock. The motion passed unanimous.

ADOPTION OF PARTICIPATION RATE IN THE TEXAS COUNTY & DISTRICT
RETIREMENT SYSTEM FOR FY17

Motion was made by Judge Davenport to adopt the current rate for the coming year except prefunding the cost of living allowance for County retirees. Seconded by Commissioner Umphress and it passed unanimously.

BUDGET WORKSHOP FY 2017

The Commissioners Court continued the task of going over the FY17 Budget to make revisions / adjustments where necessary.

ADJUSTMENTS IN PROPOSED BUDGET FOR FY17 AND ADOPTION OF BUDGET

Judge Davenport made a motion to adopt budget FY17 with the changes made since it filing. Motion was seconded by Commissioner Cozart. Motion passed 5 – 0.

ADOPT TAX RATES TO FUND BUDGET FOR FY17

Judge Davenport made motion to set the Combined Tax Rate at \$0.451444

General Tax Rate – Maintenance & Operations \$0.297959

Interest & Sinking Rate - \$0.061544

Special Tax (Road & Bridge) Rate: \$0.091941

PRECINCT OPERATIONS

The Commissioner's discussed different projects they have currently and are preparing for in their precincts.

UPDATE ON COURTHOUSE REPAIR PROJECT 2016

No discussion made.

UPDATE ON CTIF GRANT AND FEMA FLOOD GRANT

Court members discussed among themselves and with the Auditor and Treasurer the status of completion, administration, and billing in the CTIF grant through TxDOT and FEMA Flood Grant (2015). Discussed how much is left on the CTIF reimbursement to date. Requested \$918,000 out of \$1.4 million, also discussed the status of FEMA reimbursement.


FUTURE AGENDA ITEMS

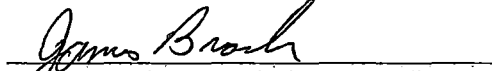
No discussion made.

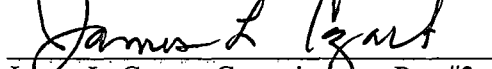
ADJOURNMENT

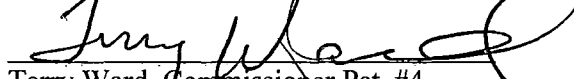
There being no further business motion was made by Commissioner Cozart to adjourn and seconded by Commissioner Brock. The motion carried unanimously.

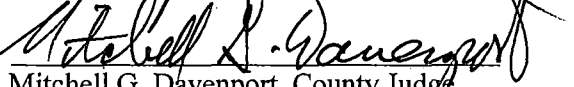
Meeting was adjourned at 2:24 p.m.


Keith Umphress, Commissioner Pct. #1

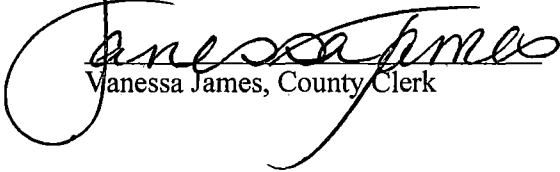

James Brock, Commissioner Pct. #2


James L. Cozart, Commissioner Pct. #3


Terry Ward, Commissioner Pct. #4


Mitchell G. Davenport, County Judge

ATTEST:


Vanessa James, County Clerk



**RESOLUTION AND ORDER
ON
APPOINTMENT OF COUNTY ELECTION JUDGES**

On the 3rd day of August, 2015, at a Regular Meeting of the Commissioners Court of Jack County, Texas, there came on for consideration, as part of the Consent Agenda, the appointment of the following County Election Judges for the coming twenty-four months, and motion was made by Mitchell G. Davenport, County Judge, seconded by James L. Brock, County Commissioner of Precinct No. 2, that said Commissioners Court in behalf of the County do make and appoint the following persons to serve as Elections Judges in the below designated Election Precincts for the period of 2 years commencing on July 1, 2015:

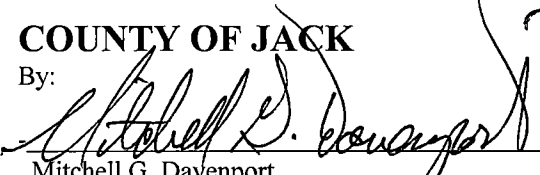
Voting Precinct No.	Voting Place	Election Judge
1	County Youth Fair Building Jacksboro	Judge – Carolyn Nichols Alternate – Lanell Hudson
2	Precinct #2 Church of Christ Fellowship Room , 105 E. Eberhart, Perrin	Judge – Becky Fowler Alternate – Jo Brumfield
3	Council Chambers – City Hall Jacksboro	Judge – Deanna Jenkins Alternate – Barbara Adams
4	County Courtroom – Courthouse Jacksboro	Judge - Ellen McAnear Alternate – Bobby Riggs
5	Sr. Citizens Bldg. Bryson	Judge – Jason Robinson Alternate – Angela Fields
6	Assembly Room – Courthouse Jacksboro	Judge - Marianne Myers Alternate – Linda Aston
7 (Early Voting)	County Clerk's Office – Courthouse Jacksboro	Judge – Sara Easter Alternate – John Barry, IV

Said motion being put to vote, it carried by a vote of 5 to 0.

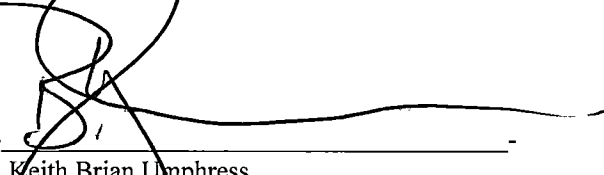
IT IS THEREFORE ORDERED that said Order be prepared, executed and recorded in the minutes of this Court on this the 30th day of September, 2016.

COUNTY OF JACK


By:



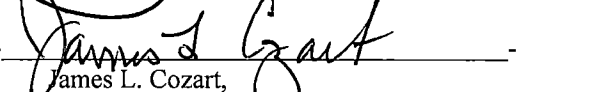
Mitchell G. Davenport,
County Judge of Jack County, Texas



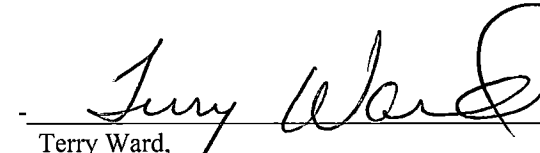
Keith Brian Umphress,
County Commissioner, Prct. 1, Jack County



James L. Brock,
County Commissioner, Prct. 2, Jack County




James L. Cozart,
County Commissioner, Prct. 3, Jack County



Terry Ward,
County Commissioner, Prct. 4, Jack County

ATTEST:



Vanessa James,
County Clerk of Jack County, Texas



Budget Hearing:

State purpose of hearing:

Budget Summary

Rate Proposed in filed budget: \$0.425486 per \$100 of value

Current Rate Proposed: \$0.451444 per \$100 of value

General Rate: \$0.297959

Interest & Sinking Rate: \$0.061544

Road & Bridge Rate: \$0.091941

Effective Rate: \$0.451444

Rollback Rate: \$0.482486

[Power Point?]

Separate Votes:

- ◆ Adopt Budget
- ◆ Set Tax Rate
- ◆ Tax Rate Vote must be separate from the vote adopting the budget and record vote.

Motion to Adopt Budget:

§ 111.008, LGC

I move we adopt the proposed County Budget with the changes made since its filing.

Motion to Set Tax Rate:

§ 26.05, Tax Code;

“I move that the property tax rate be set at:

Combined Tax Rate: \$0.451444

General Tax Rate: Maintenance & Operations: \$0.297959, **Interest & Sinking Rate:** \$0.061544,

Special Tax (Road & Bridge) Rate: \$0.091941.”

Exemptions

I move that we allow the statutory exemptions in payment of our property taxes for homesteads and discounts for early payment in under §11.13 and §31.05(b) all of the Property Tax Code.

FY 2017 Budget Summary

Total Income:	Totals	
	\$7,151,626	includes I&S
Expended from Cash Reserves:	\$639,511	
Precinct Totals:		
General Fund:		\$155,000
Courthouse Security Fund:		\$341,000
Heavy Equipment Fund:		\$30,511
Lateral Road Fund:		\$70,000
Road & Bridge Fund:		\$3,000
Records Preservation:		\$0
Subtotal Income:	\$7,791,137	\$40,000
Total Expenses:	\$7,723,278	includes I&S
Net Overall Budget:	\$67,859	
Interest & Sinking Payment for FY17:		
	\$696,093	
Adopted Tax Rate Total (FY17): *		
	\$0.451444	
<i>General Rate:</i>	\$0.297959	
<i>Interest & Sinking Rate:</i>	\$0.061544	
<i>Road & Bridge Rate:</i>	\$0.091941	
Effective Tax Rate Total: *		
	\$0.451444	
<i>General Rate:</i>	\$0.367378	
<i>M&O Rate</i>	\$0.389762	
<i>Interest & Sinking Rate:</i>	\$0.061544	
<i>Road & Bridge Rate:</i>	\$0.084066	
Rollback Rate: *		
	\$0.482486	

* per \$100 of value

**IN THE COMMISSIONERS COURT
OF JACK COUNTY, TEXAS**

ORDER SETTING TAX RATES AND LEVYING TAXES

On the 6th day of September, 2016, at a regular meeting of the Commissioners' Court of Jack County, Texas, the Court considered setting tax rates for, the 2016 tax year, for both the general operating fund, debt service, and county special fund.

The following motion was offered by Commissioner James Cozart and seconded by Commissioner James Brock: "I move that property taxes be increased by the adoption of a tax rate of \$0.451444 per \$100 of evaluation for the 2016 tax year."

Adopted by the following vote:

Aye	Nay
_____ Brian Keith Umphress	_____
_____ James L. Brock	_____
_____ James L. Cozart	_____
_____ Terry Ward	_____
_____ Mitchell G. Davenport	_____

The Court found that the FY17 rates should be at 100% of evaluation and 29.7959 cents for the general operating fund, 6.1544 cents for the debt service, and 9.1941 cents for the county special fund; all per \$100 value of evaluation.

IT IS THEREFORE ORDERED that the tax rates for the FY17 (2016) tax year are 29.7959 cents for the general operating fund, 6.1544 cents for debt service, and 9.1941 cents for the county special fund; all per \$100 value evaluation and on 100% of evaluated value.

IT IS FURTHER ORDERED that taxes are accordingly levied for the 2015 tax year.

ORDERED on this the 6th day of September, 2016.

Mitchell G. Davenport,
County Judge of Jack County, Texas

Brian Keith Umphress,
County Commissioner, Prct. 1, Jack County

James L. Brock,
County Commissioner, Prct. 2, Jack County

James L. Cozart,
County Commissioner, Prct. 3, Jack County

Terry Ward,
County Commissioner, Prct. 4, Jack County

ATTEST:

Vanessa James,
Interim County Clerk of Jack County, Texas

**COUNTY CLERK – JACK COUNTY, TEXAS
PRESERVATION AND RESTORATION RECORDS PLAN
FY 2017**

EXECUTIVE SUMMARY

The purpose of this document is to define the restoration and preservation, digital capture, storage, retention and management of archived records belonging to the County Clerk's Office. Records maintained in the County Clerk's office have been identified to fall under the category of "Preservation and Restoration Plan" that will provide reproduction and archiving of such records and assist in maximizing storage space and making records readily available for optimum viewing. It is the intent of the County Clerk to follow guidelines set by the Texas State Library and Archives Commissioner for preservation of such records.

GOAL

The goal is to reproduce and archive all documents, regardless of type, as efficiently as possible. The County Clerk's Office is also looking at restoring records, suspending or reducing deterioration of public records, improving the public access to these documents in a manner that reduces the risk of deterioration, and possible reducing or eliminating paper documents.

SCOPE

The scope of this document includes the following:

- *All County Clerk records filed at the Jack County Courthouse
- *Plans to restore and preserve records with significant historical value
- *Future plans are to improve public and governmental access and provide an archive for records that have or will be imaged.

This document addresses the restoration and preservation needs of the County Clerk Records Archive. No other departments are addressed.

FUNDS

Currently the funds available for projects are:

- Records Management Account - \$144,172.99 – 6/30/2016
- Records Archive Account - \$57,570.95.00 – 6/30/2016

SECTION ONE: RECORDS CURRENTLY IN REPOSITORY

INVENTORY

Currently the County Clerk's office has many docket books and files that are related to civil and criminal actions which have occurred throughout the years. Vital statistic files dating back many years include birth, death, and marriage records.

SECTION TWO: RESTORATION AND PRESERVATION

PERMANENT RECORDS

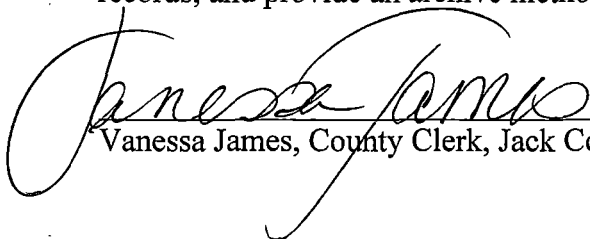
After reducing and/or reproducing these records, the County Clerk plans to utilize the space for the growing number of cases occurring daily. The reproduction will allow better access to the records and will alleviate over crowding of storage rooms and archive facilities by assisting in eliminating items that are not required to be maintained permanently. Historical Records will be imaged and made available on-line when applicable.

SECTION THREE: FUTURE PLANS

Records are currently imaged by case file and stored off-site by our software provider. This assists in archiving the imaged records and provides the capability of viewing them on-line 24/7 for approved users. At this time we have over 75,000 images of records on-line dating back to 1990 with 561 volumes of Deed Records to be added on-line once our server is updated. With our software through i-Docket we have an ongoing service that makes available case files and images for judges, court staff and the public.

PUBLIC AND GOVERNMENTAL ACCESS

It is the intent of the County Clerk's Office to make older public records more accessible on the computer and by index, at a future date. This will allow additional access to County Clerk records, and provide an archive method to back-up our imaging system.



Vanessa James, County Clerk, Jack County, Texas



FILED FOR RECORD

O'CLOCK _____ M

SEP 12 2016

**IN THE COMMISSIONERS COURT
OF JACK COUNTY, TEXAS**

VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS

ORDER SETTING TAX RATES AND LEVYING TAXES

BY _____ DEPUTY
On the 6th day of September, 2016, at a regular meeting of the Commissioners' Court of Jack County, Texas, the Court considered setting tax rates for, the 2016 tax year, for both the general operating fund, debt service, and county special fund.

The following motion was offered by Commissioner James Cozart and seconded by Commissioner James Brock: "I move that property taxes be increased by the adoption of a tax rate of \$0.451444 per \$100 of evaluation for the 2016 tax year."

Adopted by the following vote:

Aye	Nay
_____ Brian Keith Umphress	_____
_____ James L. Brock	_____
_____ James L. Cozart	_____
_____ Terry Ward	_____
_____ Mitchell G. Davenport	_____

The Court found that the FY17 rates should be at 100% of evaluation and 29.7959 cents for the general operating fund, 6.1544 cents for the debt service, and 9.1941 cents for the county special fund; all per \$100 value of evaluation.

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IT IS FURTHER ORDERED that taxes are accordingly levied for the 2015 tax year.

ORDERED on this the 6th day of September, 2016.

<p>_____ Mitchell G. Davenport, County Judge of Jack County, Texas</p> <p>_____ James L. Brock, County Commissioner, Prct. 2, Jack County</p> <p>_____ Terry Ward, County Commissioner, Prct. 4, Jack County</p>	<p>_____ Brian Keith Umphress, County Commissioner, Prct. 1, Jack County</p> <p>_____ James L. Cozart, County Commissioner, Prct. 3, Jack County</p>
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ATTEST:

Vanessa James,
Interim County Clerk of Jack County, Texas



NOV 18 2016



**Plan Agreement for Plan Year 2017
Jack County – 218
Effective as of Jan. 1, 2017**

BY _____

Basic Plan Options	
Employee Deposit Rate:	7%
Employer Matching:	160%
Prior Service Credit:	100%
Retirement Eligibility	
At 60 (Vesting)	8 years of service
Rule of	75 years total age + service
At Any Age	30 years of service
Optional Benefits	
Partial Lump-sum Payment at Retirement:	No
Group Term Life:	None
COLA:	20% CPI
Retirement Plan Funding	
Elected Rate:	N/A
2016 Additional Employer Contribution:	\$50,052.80
Total Contribution Rate	
Retirement Plan Rate:	10.53%
Group Term Life Rate:	N/A
Total Contribution Rate:	10.53%

Rates are contingent on receiving the additional employer contribution by Dec. 31, 2016.

Certification

I certify that the plan agreement for the participation of Jack County in TCDRS for the 2017 plan year truly and accurately reflects the official action taken during properly posted and noticed meeting on 9/6/16 (mm/dd/yy) by the Commissioners Court and such action is recorded in the official minutes.

Printed Name: Mitchell G. Davenport Title: County Judge
 County Judge: [Signature] Date: 11-18-16