

**COMMISSIONERS' COURT
SPECIAL MEETING
SEPTEMBER 23, 2002**

BE IT REMEMBERED THAT THE TITUS COUNTY COMMISSIONERS' COURT met in *Special Session* on Monday, September 23, 2002, in the Titus County Courtroom with the following members present:

DANNY P. CROOKS.....COUNTY JUDGE
BOB FITCH.....COMMISSIONER PRECINCT 1
MIKE FIELDS.....COMMISSIONER PRECINCT 2
BILLY J. THOMPSON.....COMMISSIONER PRECINCT 3
THOMAS E. HOCKADAY.....COMMISSIONER PRECINCT 4
THELMA SCULLIN.....DEPUTY COUNTY CLERK

ABSENT: NONE

PUBLIC AND COUNTY OFFICIALS ATTENDING MEETING

CARL JOHNSON, COUNTY AUDITOR
JUDY COOK, COUNTY TAX ASSESSOR
SHERRY MARS, COUNTY CLERK

BILL PRESTON
DANNY BOCHMON
JOE BUFORD
JAKE NARRAMORE

STEVE CAPPS
ANNA ROBERSON
NORMA NARRAMORE
MIGEL LAWRENCE

**IN THE MATTER OF
PUBLIC COMMENTS AND/OR REQUEST FOR INFORMATION
ON NON-AGENDA ITEMS IN ACCORDANCE WITH
SECTION 551-042, TEXAS OPEN MEETING ACT**

There were no requests.

IN THE MATTER OF
CONSIDER AND POSSIBLY APPROVE RECOMMENDATION
OF TITUS COUNTY INSURANCE CONSULTANT
BILL PRESTON

Motion was made by Commissioner Billy Jack Thompson and seconded by Bob Fitch to approve recommendation of Titus County Insurance Consultant Bill Preston. Motion carried unanimously.
SEE EXHIBIT A

IN THE MATTER OF
CONSIDER AND POSSIBLY APPROVE DEPUTATION
OF BROOKS C. JACKSON AS DEPUTY PATROL
SHERIFF

Motion was made by Commissioner Billy Jack Thompson and seconded by Commissioner Mike Fields to approve deputation of Brooks C. Jackson as Deputy Patrol Sheriff. Motion carried unanimously.

IN THE MATTER OF
CONSIDER APPROVAL OF BUDGET AMENDMENTS

Motion was made by Commissioner Bob Fitch and seconded by Commissioner Mike Fields to approve budget amendments 69 thru 74. Motion carried unanimously.
AMENDMENTS MAY BE SEEN IN THE AUDITOR'S OFFICE

IN THE MATTER OF
SIGN PAY ORDERS AND APPROVE PAYMENT

Motion was made by Commissioner Thomas Hockaday and seconded by Commissioner Billy Jack Thompson to sign pay orders and approve payment. Motion carried unanimously.

IN THE MATTER OF
ORAL AND WRITTEN REPORTS OF
COUNTY OFFICIALS

Motion was made by Commissioner Bob Fitch and seconded by Commissioner Mike Fields to approve the oral and written reports of the Treasurer, Nortex Volunteer Fire Department, Tax Assessor, City of Talco Fire Department, County Extension Agent, Environmental Inspector, Justice of the Peace, Pct. # 1, Justice of the Peace, Pct. # 2. Motion carried unanimously.

IN THE MATTER OF
CONSIDER AND POSSIBLY APPROVE NEW CIVIL
PROCESS FEES TO BECOME EFFECTIVE
JANUARY 1, 2003

Motion was made by Commissioner Mike Fitch and seconded by Commissioner Billy Jack Thompson to approve new Civil Process Fees to become effective January 1, 2003. Motion carried unanimously. SEE EXHIBIT B

IN THE MATTER OF
ADOPTION OF 2002-2003 BUDGET

Motion was made by Commissioner Bob Fitch and seconded by Commissioner Thomas Hockaday to approve the 2002 - 2003 budget as it was filed with the County Clerk's Office. No amendments to be made.
For: Commissioner Bob Fitch, Commissioner Mike Fields, Judge Danny P. Crooks, Commissioner Thomas Hockaday
Against: Commissioner Billy Jack Thompson
Motion carried

IN THE MATTER OF
ADOPTION OF 2002 TAX RATE

Motion was made by Commissioner Billy Jack Thompson and seconded by Commissioner Bob Fitch to adopt the Tax Rate of 2002. Motion carried unanimously. EXHIBIT C

IN THE MATTER OF
ADJOURNMENT

Motion was made by Commissioner Thomas Hockaday and seconded by Billy Jack Thompson to adjourn the meeting. Motion carried unanimously.

EXHIBIT A

RECOMMENDATIONS

All policy coverage forms presented were slightly different but comparable. (I did not receive a copy of the renewal form from St Paul so the 2001-02 form was used.) The Retro date used on all Public Official Coverage Forms quoted from each company was 10/1/99. No coverage would be provided for events happening prior to that date. Coverage should be awarded to the low bidder with additional requests as noted:

- Award the coverage to the Capps Agency. Coverage with St. Paul – Texas Public Entity Group
- Request coverage on Property be changed to Replacement Cost valuation basis if possible. RC was requested in the specifications. Coverage last year was RC.
- Attempt to obtain Replacement Cost (Cost to build again) estimates on the larger buildings and increase coverage if necessary (Courthouse, Jail, Annex)
- Increase Extra Expense coverage to 250,000 as requested in bid specifications. Increase Building Ordinance coverage to 250,000 as requested.
- Request Capps to obtain quote on Pollution coverage, or purchase it from Buford-Redfearn Agency

Thank you for allowing me to act as your consultant. Please contact me should further questions arise.

Bill Preston
Preston Risk Consulting
Henderson, Texas

9/23/2002

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TITUS COUNTY

Insurance Review – revised 9/23/2002

At the September 9, 2002 meeting of the Commissioners Court a motion was made to table the insurance proposal decision until the meeting to be held on September 23. The apparent low bidder – Capps Insurance Agency representing St Paul Insurance – was to be contacted about items in their proposal that failed to meet the bid specifications.

Items of concern included the following:

Replacement cost coverage as opposed to Actual Cash Value (depreciated) coverage

Extra Expense coverage at a limit of 250,000 rather than 100,000

Building Ordinance coverage at 250,000 rather than 100,000

Providing replacement cost estimates on 3 county buildings – court house, jail, and annex

Providing a quotation for Pollution coverage including Storage Tank Liability

The Capps Agency was contacted and changes were made in their proposal as follows:

Replacement cost was added at no additional charge

Extra Expense coverage was increased to a limit of 250,000 at no additional charge

No increase was available in the building ordinance coverage – remains at 100,000

Replacement cost estimates were obtained with values of

Court House	\$1,878,358	Insurance amount	\$2,000,000
Court House Annex	\$1,402,399	Insurance amount	\$1,200,000
Jail	\$5,301,151	Insurance amount	\$5,000,000 ..

The Capps Agency attempted to obtain a quotation for Pollution coverage but a detailed application must be completed including site diagrams of each location where fuel storage tanks are located as well as other information provided before a quote would be available.

RECOMMENDATIONS

Obtain coverage from the Capps Agency with the revised amounts. Capps still provided the lowest premium proposal by a significant margin.

Request Capps to obtain a pollution quote within the next two weeks. Assist them with information needed to provide the quotation. When the quotation is received, compare it with the Buford-Redfern pollution and make a decision.

Mr. Bill Preter - Recommended

EXHIBIT B

Titus County Sheriff's Office
Inter-Office Memo

RECEIVED

SEP 17 2002

TITUS COUNTY JUDGE

DATE: 9-16-02
TO: Danny Crooks, County Judge
FROM: Arvel P. Shepard, Sheriff
SUBJECT: Civil Process Fees

Judge Crooks, I have attached a copy of the memo from Chief Larsen listing the fees charged by the Sheriff and Constables for Civil Process. I agree with the increase in fees Chief Larsen recommends and request approval of the Commissioner's Court.

If you have changes, please call me right away so we can make them in time for the next court meeting.

Thanks for your assistance.

Arvel Shepard

**Titus County Sheriff's Office**

304 South Van Buren, Mount Pleasant, Texas, 75455
Phone (903) 572-6641
Fax (903) 577-8038

Arvel Shepard, Sheriff

Monday, August 26, 2002

To: Sheriff Shepard

From: Chief Larsen

Ref: Proposed Sheriff's and Constable's Fees FY 2002-03

Lt. Hughes has spoken with Constables Johnson and Durant regarding the proposed increase in fees for service of civil process. We are all in agreement with the proposal. The Commissioners Court will need to set the fees before October 1 of this year to be effective January 1, 2003.

	Current	Proposed
Subpoenas	50.00	75.00
Summons	50.00	75.00
Writ of Attachment	50.00	100.00
Writ of Garnishment	50.00	100.00
Writ of Sequestration	50.00	150.00
Writ of Possession	50.00	150.00
Orders of Sale	50.00	150.00
Forcible Detainer	50.00	100.00
Small Claims Citation	50.00	75.00
Justice Court Citation	50.00	75.00
All other Court Citations	50.00	75.00
Restraining Order	50.00	75.00
Citation by Posting	15.00	25.00

After first attempt is made without service, subsequent trips will be charged \$0.35 a mile.

EXHIBIT C

Notice of Public Hearing on Tax Increase

The Titus County will hold a public hearing on a proposal to increase total tax revenues from properties on the tax roll in the preceding year by 8.68 percent. Your individual taxes may increase at a greater or lesser rate, or even decrease, depending on the change in the taxable value of your property in relation to the change in taxable value of all other property and the tax rate that is adopted.

The public hearing will be held on September 16, 2002 at 9:00 AM at Titus County ~~Annex~~ Courtroom ~~B-105~~ W 1st St Mt Pleasant Texas 75455. *Courthouse #205*

FOR the proposal:

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

The following table compares taxes on an average home in this taxing unit last year to taxes proposed on the average home this year. Again, your individual taxes may be higher or lower, depending on the taxable value of your property.

	Last Year	This Year
Average residence homestead value	\$53,478	\$54,857
General exemptions available <small>(amount available on the average homestead, not including senior citizen's or disabled person's exemptions)</small>	\$10,096	\$10,971
Average taxable value	\$43,382	\$43,886
Tax rate (per \$100)	0.219520	0.245000
Tax	\$95.23	\$107.52

Under this proposal, taxes on the average homestead would increase by \$12.29 or 12.91 percent compared with last year's taxes.

Comparing tax rates without adjusting for changes in property value, the tax rate would increase by \$0.02548 per \$100 of taxable value or 11.61 percent compared to last year's tax rate. These tax rate figures are not adjusted for changes in the taxable value of property.

DID NOT APPROVE TAX RATE AT THIS MEETING, JUST THE REVENUE INCREASE.

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ORDER TO ADOPT TAX RATE

Article 26.05 of the Tax Code places the responsibility of adopting a tax rate each year for Titus County on the Commissioners' Court. The taxes generated by imposing this tax rate on the owners of taxable property in Titus County is necessary for the operation of the Titus County Government.

It is hereby ordered that the Commissioners' Court of Titus County adopt the tax rate on taxable property of Titus County for Maintenance and Operation purposes at \$.212792 per \$100. of taxable value.

It is hereby ordered that the Commissioners' Court of Titus County adopt the rate of taxable property of Titus County for Interest and Sinking Fund purposes at \$.032208 per \$100. of taxable value for a total rate of \$.2450 per \$100. of taxable value.

It is hereby ordered the 23rd day of September, 2002, by the Commissioners' Court, Titus County, Texas.

Danny J. Chubb
COUNTY JUDGE

R. J. Fitch
COMMISSIONER, PRECINCT 1

Mike Fields
COMMISSIONER, PRECINCT 2

Bill J. Thompson
COMMISSIONER, PRECINCT 3

Thomas E. Hockaday
COMMISSIONER, PRECINCT 4