

NAVARRO COUNTY COMMISSIONER'S COURT

A SPECIAL MEETING OF THE NAVARRO COUNTY COMMISSIONER'S COURT WAS HELD ON THURSDAY 13th DAY OF SEPTEMBER, 2007 AT 10:00 A.M., IN THE COMMISSIONERS' CONFERENCE ROOM IN THE BASEMENT OF THE NAVARRO COUNTY COURTHOUSE, CORSICANA, TEXAS. PRESIDING JUDGE H.M. DAVENPORT, COMMISSIONER'S PRESENT KIT HERRINGTON, FAITH HOLT, WILLIAM BALDWIN, AND JAMES OLSEN.

1. MOTION TO CONVENE BY BALDWIN SEC BY OLSEN  
ALL VOTED AYE
2. PRAYER BY JUDGE DAVENPORT
3. MOTION TO APPROVE DISTRICT COURT ORDER RELATING TO THE SALARY OF THE COUNTY AUDITOR BY HERRINGTON SEC BY HOLT  
ALL VOTED AYE TO WIT PG 200-201
4. PUBLIC HEARING ON PRESERVATION AND RESTORATION RECORDS ARCHIVAL PLAN
5. MOTION TO APPROVE PRESERVATION AND RESTORATION RECORDS ARCHIVAL PLAN BY HOLT SEC BY HERRINGTON  
ALL VOTED AYE TO WIT PG 202-204
6. PUBLIC HEARING ON THE PROPOSED BUDGET FOR FISCAL YEAR 2008
7. MOTION TO ADOPT THE BUDGET BY HERRINGTON SEC BY BALDWIN  
ALL VOTED AYE TO WIT PG 205-205A
8. MOTION TO ADOPT THE TAX RATE BY OLSEN SEC BY HOLT  
ALL VOTED AYE TO WIT PG 206
9. MOTION TO RATIFY THE PROPERTY TAX INCREASE REFLECTED IN THE FISCAL YEAR 2008 BUDGET BY HOLT SEC BY BALDWIN  
ALL VOTED AYE
10. MOTION TO AUTHORIZE AUDITOR TO ADVERTISE FOR BIDS FOR ANNUAL CONTRACTS
  - \* MISCELLANEOUS AUTO PARTS
  - \* CULVERTS FOR COUNTY PRECINCTS
  - \* FUEL FOR COUNTY VEHICLES
  - \* ROAD AND BASE MATERIALS

11. MOTION TO ADJOURN BY OLSEN SEC BY HOLT  
ALL VOTED AYE

THESE MINUTES ARE HEREBY APPROVED THIS \_\_\_\_\_ DAY OF  
SEPTEMBER 2007.

JUDGE HM DAVENPORT *Healy*

COMR.PCT.1 KIT HERRINGTON *Kit Herrington*

COMR.PCT.2 FAITH HOLT *Faith A. Holt*

COMR.PCT.3 WILLIAM BALDWIN *William Baldwin*

COMR.PCT.4 JAMES OLSEN *James Olsen*

I, SHERRY DOWD, NAVARRO COUNTY CLERK, ATTEST THAT THE  
FOREGOING IS A TRUE AND ACCURATE ACCOUNTING OF THE  
COMMISSIONERS COURT'S AUTHORIZED PROCEEDING FOR SEPTEMBER  
13 TH, 2007

SIGNED 21 DAY OF SEPTEMBER 2007

*Sherry Dowd*  
SHERRY DOWD, COUNTY CLERK




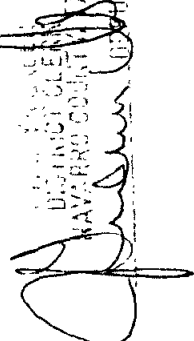
IN RE: SALARIES FOR THE COUNTY AUDITOR, AUDITOR'S STAFF AND COURT REPORTER

ORDER

It is ORDERED that the salaries of the County Auditor, her staff and that of the Court Reporter for the fiscal year ending September 30, 2008 are set in conformity with the exhibit attached to the transcript of the hearing held September 12, 2007. A copy of such proceeding is attached to this order.

ENTERED and SIGNED on September 12, 2007.

  
John H. Jackson, Judge  
13<sup>th</sup> Judicial District

2007 SEP 12 AM 9:53  
DISTRICT CLERK  
NAVARRO COUNTY, TX  


CERTIFIED A TRUE COPY  
MARILYN GREEN  
DISTRICT CLERK, NAVARRO COUNTY, TX  
ATTEST: 9-12-2007  
BY: M. Green DEPUTY

**NAVARRO COUNTY  
PUBLIC HEARING - SALARIES OF COUNTY AUDITOR, STAFF AND COURT REPORTER  
FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2008**

EMP NO.	EMPLOYEE	2007 ANNUAL SALARY PER JUDGE'S ORDER	CURRENT LONGEVITY	CURRENT TOTAL SALARY
<b>COUNTY AUDITOR</b>				
495 001	COUNTY AUDITOR	82,475	4,200	86,675
495 002	FIRST ASST COUNTY AUDITOR	34,939	1,125	36,064
495 003	ASSISTANT COUNTY AUDITOR	59,483	200	59,683
495 006	ASSISTANT COUNTY AUDITOR	31,154	1,250	32,404
495 010	ASSISTANT COUNTY AUDITOR	31,154	750	31,904
495 011	ASSISTANT COUNTY AUDITOR	31,154	750	31,904
<b>TOTALS</b>		<b>270,359</b>	<b>8,275</b>	<b>278,634</b>

2008 ANNUAL SALARY	LONGEVITY	TOTAL SALARY PER JUDGE'S ORDER
82,475	4,400	86,875
34,939	1,250	36,189
34,400	1,650	36,050
31,154	875	32,029
31,154	1,000	32,154
31,154	750	31,904
<b>245,276</b>	<b>9,925</b>	<b>255,201</b>

<b>COURT REPORTER</b>				
435 003	COURT REPORTER	51,072	1,950	53,022

51,072	2,100	53,172
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**NOTE:** County Judge compensation shown below is for comparison purposes only in order to satisfy requirements of Section 152.032 of *The Texas Local Government Code*.

<b>COUNTY JUDGE</b>				
425 006	COUNTY JUDGE	63,039	875	63,914
425 006	STATE SUPPLEMENT	15,000	-	15,000
425 006	JUVENILE BOARD	4,800	-	4,800
425 006	TRAVEL ALLOWANCE	4,800	-	4,800
<b>TOTAL COUNTY JUDGE</b>		<b>87,639</b>	<b>875</b>	<b>88,514</b>

63,039	-	63,039
15,000	-	15,000
4,800	-	4,800
4,800	-	4,800
<b>87,639</b>	<b>-</b>	<b>87,639</b>

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COUNTY CLERK  
PRESERVATION AND RESTORATION RECORDS ARCHIVAL PLAN



*Navarro County Courthouse  
Corsicana, Texas*

**COUNTY CLERK**

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**PRESERVATION AND RESTORATION RECORDS ARCHIVAL PLAN**

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**EXECUTIVE SUMMARY**

The County Clerks office wants to take advantage of new legislation that is designed to preserve archived records by adding an archive fee to each filed or recorded document. This fee is to be dedicated to that task. The vast majority of the permanent records in the County Clerks office are paper based. These records are used on a daily basis by the public and are vulnerable to loss by theft and wear and tear.

With no cost to the County, these records can be preserved by adding an archive fee to cover the cost of microfilming the paper based documents.

Additionally, significant space savings will be realized where documents are currently larger than legal size. During the preservation and restoration process, these documents will be reprinted to legal size paper.

**INTRODUCTION**

Currently, Counties adjacent to international borders have the ability to charge a records archive fee not exceed \$5.00 for the recording or filing of public documents in county clerks offices. SB 1731 removes "adjacent to international borders" restriction and opens the fee to all Texas counties. S.B. 1731 provides for a fee not to exceed \$5.00 to be imposed for recording or filing public documents in county clerk offices in any county for the purpose of preserving, restoring, and managing county records.

County Clerks are currently authorized to collect a records management fee for maintaining and preserving current documents. In most cases, this fee is not sufficient to also preserve and restore archived records. This new legislation is designed to target archived records.

This bill authorizes the commissioner's court to adopt a records archive fee as part of the county's annual budget. If the provisions of SB 1731 are implemented, the county will experience a revenue gain. This additional revenue will be dedicated to helping county clerks focus on preserving older records.

The effective date of this Act is September 1, 2003 and expires September 1, 2008.

Effective June 17, 2005 SB 526 repeals the sunset date and lets the County Clerk designate the records, instead of it only covering recorders prior to 1/1/1990.

**ARCHIVE PLAN  
Fiscal Year 2007-2008**

The next project I would like to use the archival fee for is computerized re-indexing and conversion of real property records from 1994 backwards. This project is to begin to computerize the records filed before Navarro County's real property records were automated. ACS proposes to begin this re-indexing and conversion project with real property records filed from January 1, 1994 and work backwards. Navarro County filed approximately 7, 000 documents per year during this era. Accordingly, ACS estimates each previous filing year of this project to be calculated as follows:

7,000 Real Property Documents re-indexed @ \$1.45 per instrument \$10,150  
7,000 Documents digitizing microfilm to images @ \$.055 per instrument 3,850  
Estimated Cost per filing year \$14,000 for a total of eleven (11) years.  
Estimated total project price \$154,000. It will be about a five (5) year project.

This is done with no cost to the county and will safeguard the records in case of any type of loss. Most importantly will be space savings.

**PROJECTED REVENUE**

Documents subject to fees are Official Public Record, Civil, and Probate. This will be approximately \$70,000.00 per year.

Sherry Dowd  
Navarro County Clerk

NAVARRO COUNTY, TEXAS

ORDER ADOPTING THE BUDGET FOR FISCAL YEAR 2008

On this the 13<sup>th</sup> day of September, A.D., 2007, came to be considered the Budget of estimated revenues and expenditures for the period beginning October 1, 2007 and ending September 30, 2008, and it appearing to the Commissioners Court that said Budget is in accordance with law, and has been duly prepared by the County Judge, assisted by the County Auditor, and fully filed for inspection, and the said corrections thereof having been made by the Commissioners Court on motion made, seconded and carried, it is ordered by the Commissioners Court that the said Budget be, and it is hereby, approved and adopted. It is further ordered by the Court that totals shown in said Budget for total department expenditures be considered to be Budget Line Items and the amounts shown for budget categories and individual items included in those categories be considered to be supplementary information.

PASSED AND APPROVED this 13<sup>th</sup> day of September, 2007.

*[Signature]*  
County Judge

*[Signature]*  
Commissioner, Precinct 1

*[Signature]*  
Commissioner, Precinct 3

*[Signature]*  
Commissioner, Precinct 2

*[Signature]*  
Commissioner, Precinct 4

Subscribed and sworn to before me, the undersigned authority, this the 13<sup>th</sup> day of September, 2007.



*[Signature]*  
County Clerk  
Navarro County, Texas



205 A

NAVARRO COUNTY, TEXAS

BUDGET CERTIFICATE

STATE OF TEXAS

COUNTY OF NAVARRO

FISCAL YEAR OCTOBER 1, 2007 THROUGH SEPTEMBER 30, 2008

We, H. M. Davenport, Jr., County Judge, Sherry Dowd, County Clerk and Paula J. Welch, County Auditor of Navarro County, Texas, do hereby certify that the attached budget is a true and correct copy of the budget of Navarro County, Texas as passed and approved by the Commissioners Court of said county on the 13th day of September, 2007, as the same appears on file in the office of the County Clerk of Navarro County.

*H. M. Davenport, Jr.*  
\_\_\_\_\_  
County Judge

*Sherry Dowd*  
\_\_\_\_\_  
County Clerk

*Paula J. Welch*  
\_\_\_\_\_  
County Auditor

Subscribed and sworn to before me, the undersigned authority, this the 13<sup>th</sup> day of September, 2007.



*Sherry Dowd*  
\_\_\_\_\_  
County Clerk  
Navarro County, Texas

NAVARRO COUNTY, TEXAS

ORDER ADOPTING THE TAX RATE FOR 2007

On this the 13<sup>th</sup> day of September, 2007, came to be considered the Tax Rate for 2007, and it appearing to the Commissioners Court that said Tax Rate has been duly calculated in accordance with law by the county Tax Assessor and Collector, and all required public notices fully filed, and the said Tax Rate, having been duly considered by the Court, on motion made, seconded and carried, it is ordered by the Court that the said Tax Rate be, and it is hereby, approved and adopted as follows:

The General Fund rate shall be \$0.4509 per one hundred dollar valuation;

The Road and Bridge rate shall be \$0.0955 per one hundred dollar valuation;

The Flood Control rate shall be \$0.0090 per one hundred dollar valuation; (All properties with homestead exemption only will receive a \$3,000 exemption on Flood Control Assessment. The Flood Control rate is not subject to abatement.)

The Debt Service rate shall be \$0.0200 per one hundred dollar valuation; and

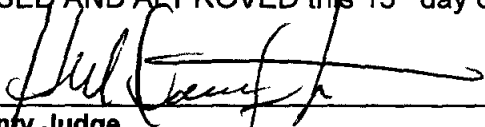
The Total Tax Rate shall be \$0.5754 per one hundred dollar valuation.

The County shall grant an over 65 exemption of \$15,000 on all properties with a homestead exemption.


The County shall grant a tax freeze for disabled and 65 and over homeowners passed by the Commissioners Court, July 9, 2004.

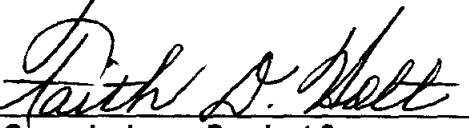
**This Tax Rate will raise more taxes for maintenance and operations than last year's tax rate.**


PASSED AND APPROVED this 13<sup>th</sup> day of September, 2007.

  
\_\_\_\_\_  
County Judge

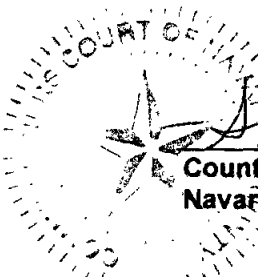
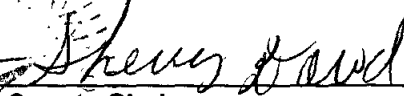
  
\_\_\_\_\_  
Commissioner, Precinct 1

  
\_\_\_\_\_  
Commissioner, Precinct 3

  
\_\_\_\_\_  
Commissioner, Precinct 2

  
\_\_\_\_\_  
Commissioner, Precinct 4

Subscribed and sworn to before me, the undersigned authority, this the 13<sup>th</sup> day of September, 2007.

  
  
\_\_\_\_\_  
County Clerk  
Navarro County, Texas