

NAVARRO COUNTY COMMISSIONER'S COURT

A Regular meeting of the Navarro County Commissioner's Court was held on Monday, the 14th day of May, 2012 at 10:00 a.m., in the County Courtroom of the Navarro County Courthouse in Corsicana Texas. Presiding Judge HM Davenport, Commissioners Present Kit Herrington, David Warren, Dick Martin, and James Olsen.

1. 10:02 a.m. Motion to convene by Comm. Herrington sec by Comm. Warren
All voted aye motion carried
2. Opening prayer by Commissioner Olsen
3. Pledge of Allegiance
4. Public Comments- Roy Messick-ESD, Susan Johnson-Coins for the Courthouse, Dick Aldama-Restoration, Mike Frankos-Bike Race **PG 348A**

CONSENT AGENDA

Motion to approve the consent agenda items 5-14 by Comm. Herrington Sec by Comm. Martin
All voted aye motion carried

5. Motion to approve the minutes from the previous meetings of April 23rd, 2012
6. Motion to approve and pay bills as submitted by the County Auditor including current bills, utilities (paid 5/7/2012) and payroll (paid 4/30/2012 and to be paid 5/15/2012)
7. Motion to approve budget adjustment to move \$4,400 from Machinery & Equipment (211-611-575) to operating Equipment (211-611-320) to purchase a pickup truck for Pct 1
8. Motion to approve budget adjustment to move \$7,000 from Bridge Material (211-611-377) to Contractor Bridge Repairs (211-611-447) to cover cost of NWCR 1250 bridge (Pct. 1)
9. Motion to approve revenue certification pursuant to LGC Sec. 111.07075, Special Budget for revenue received after the start of the fiscal year from FEMA for Wildfires
TO WIT PG 349
10. Motion to approve special budget amendment in accordance with LGC Sec. 111.0707 to disburse FEMA funds to Road and Bridge Precincts
TOWIT PG 350

11. Motion to approve revenue certification pursuant to LGC Sec. 111.07075, Special Budget for revenue received after the start of the fiscal year from Office Depot
TO WIT PG 351-352
12. Motion to approve budget transfer in the amount of \$8,200 from Nondepartmental Unallocated Technology Enhancement (101-406-425) to District Clerk (101-404-575) to purchase sequel server approved 4/9/2012
13. Motion to approve the minutes of the April 5, 2012 Planning and Zoning meeting
TO WIT PG 353
14. Motion to approve special budget amendment in accordance with LGC Sec 111.07075 to utilize unbudgeted funds received after the start of the fiscal year
TO WIT PG 354

REGULAR AGENDA

15. Motion to approve of a replat in Mattie Caston Shores Ph. III lots # 64 & 65 for Richard Price by Comm. Martin sec by Comm. Warren
All voted aye motion carried
16. Motion to approve fiscal year 2011 combined annual financial report by Comm. Olsen sec by Comm. Warren
All voted aye motion carried **TO WIT: filed in County Clerk's Office & Navarro Co. Web-site**
17. Motion to approve special use permit for Dallas Production Company for an oil well, the property is located in the E. Powers Survey A-633 near the intersection of SECR 3280 & SECR 3285 contingent on receipt of renewed road bond with correct information by Comm. Martin sec by Comm. Olsen
All voted aye motion carried
18. Motion of approving Tax Report, Russell Hudson by Comm. Olsen sec by Comm. Martin
All voted aye motion carried **TO WIT PG 355-360**
19. Motion to approve payment in lieu of Taxes from the Housing Authority of the City of Dawson Texas, Russell Hudson by Comm. Warren sec by Comm. Herrington
All voted aye motion carried **TO WIT PG 361**
20. Motion to approve of Reinvestment Tax Abatement for certain Real Property located within the Boundaries of the Corsicana Downtown Revitalization District By Comm. Herrington sec by Comm. Martin
All voted aye motion carried **TO WIT PG 362-367**

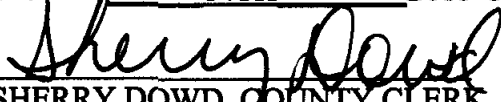
21. Motion to approve Xerox contract with District clerk's office by Comm. Olsen
sec by Comm. Herrington **TO WIT PG 368-369**
All voted aye motion carried
22. Motion to approve assistant auditors Justin Lewis, Patty Wells and Anne
Johnson as authorized signers on Prosperity Bank accounts by Comm. Martin sec
by Comm. Warren **TO WIT PG 370-371**
All voted aye motion carried
23. Motion to approve assistant auditor Anne Johnson as an authorized benefits
administrator for TCDRS by Comm. Olsen sec by Comm. Herrington
All voted aye motion carried
24. Motion to approve Navarro County Fraud Policy with correction by Comm.
Herrington sec by Comm. Olsen **TO WIT PG 372-375**
All voted aye motion carried
25. Motion to approve Navarro County Anti-Harassment Policy by Comm. Martin
sec by Comm. Warren **TO WIT PG 376**
All voted aye motion carried
26. Motion to approve Election Judges for May 29th, 2012 Primary
By Comm. Herrington sec by Comm. Warren **TO WIT PG 377-380**
All voted aye motion carried
27. Motion to approve as salvage 1995 GNC Chevrolet truck VIN
#2GTEZ192151533535, Pct 1 by Comm. Herrington sec by Comm. Martin
All voted aye motion carried
28. Motion to approve of acceptance of donated 2012 Environmental Hydraulic
Dump Trailer VIN # 1B9D2CBDOCC624811, Johnson Oil Company by Comm.
Herrington sec by Martin
All voted aye motion carried
29. Motion to approve date change for Commissioner's meeting from Monday, May
28th, 2012 to Tuesday May 29, 2012 due to the Memorial Day Holiday
By Comm. Judge Davenport sec by Comm. Olsen
All voted aye motion carried
30. No action taken on Burn Ban
31. Judge Davenport opened Public Hearing for ESD III-David Bonner, Brandon
Tackett, Mike Frankos, John Gantt, and Karen Morris

Closed Public Hearing

32. Motion to table Petition for ESD II by Comm. Martin sec by Comm. Herrington
All voted aye motion carried
33. Motion to table Petition for ESD III by Comm. Martin sec by Comm. Olsen
ALL VOTED AYE MOTION CARRIED
34. No action taken on ordering election for ESD's
35. Motion to adjourn by Comm. Martin sec by Comm. Warren
All voted aye motion carried

I, SHERRY DOWD, NAVARRO COUNTY CLERK, ATTEST THAT THE FOREGOING IS A TRUE AND ACCURATE ACCOUNTING OF THE COMMISSIONERS COURT'S AUTHORIZED PROCEEDING FOR MAY 14TH, 2012.

SIGNED 14TH DAY OF MAY 2012.


SHERRY DOWD, COUNTY CLERK



NAVARRO COUNTY COMMISSIONERS COURT

PUBLIC COMMENTS PARTICIPATION FORM

PRINT NAME AND SUBJECT

Date 5-14-2012

NAME	SUBJECT
1. <u>Roy Messick</u>	<u>ESD</u>
2. <u>SOSAN JOHNSON OR DIANE FROST</u>	<u>Coins for Courthouse</u>
3. <u>DICK ALDAMA</u>	<u>RESTORATION</u>
4. <u>MIKE FRANKOS</u>	<u>BIKE RACE</u>
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____


NAVARRO COUNTY AUDITOR'S OFFICE

300 West Third Avenue, Suite 10
Corsicana, TX 75110-4672
E-mail: khollomon@navarrocounty.org

Terri Gillen, First Assistant
Justin Lewis, Internal Auditor
Natalie Robinson, Assistant
Gloria Robinson, Assistant
Patty Wells, Assistant
Anne Johnson, Assistant

Kathy B. Hollomon, CPA
County Auditor

Phone: (903) 654-3095 Fax: (903) 654-3097

May 1, 2012

To: H. M. Davenport, County Judge
Kit Herrington, Commissioner Pct 1
Dick Martin, Commissioner Pct 2
David Warren, Commissioner Pct 3
James Olsen, Commissioner Pct 4

RE: Certification of additional Revenue

Judge and Commissioners,

Pursuant to Local Government Code 111.0706 - Special Budget for Grant or Aid Money; 111.0707 - Special Budget for Revenue from Intergovernmental Contracts; or 111.07075 - Special Budget for Revenue Received After Start of Fiscal Year

"The county auditor....shall certify to the commissioners court the receipt of All public or private grant aid money, or all revenue from intergovernmental contracts or, Revenue from a new source not anticipated before the adoption of the budget that is available for disbursement in a fiscal year, but not include in the budget for that fiscal year."

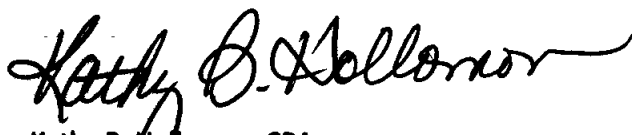
On certification, the court shall adopt a special budget for the limited purpose of spending the revenue from intergovernmental contracts for its intended purpose."

I, Kathy Hollomon, Navarro County Auditor, CERTIFY to the Navarro County Commissioners Court of the receipt of ADDITIONAL REVENUES from -public or private aid money- intergovernmental contracts- new source not anticipated before the adoption of the budget- which was not included in the Navarro County Revenue Estimates in the adopted budget for 2011 - 2012.

The amount and source of the certified additional funds are as follows-

Amount: \$ 6,998.37 Source: FEMA, passed through Texas Department of Public Safety

Sincerely,



Kathy B. Hollomon, CPA
Navarro County Auditor


SPECIAL BUDGET

**FROM REVENUE RECEIVED AFTER THE START OF THE FISCAL YEAR
LOCAL GOVERNMENT CODE 111.07075**

Fund- Department – Account	Description	Current Budget	Requested Increase	Amended Budget
2012-101-330-090	Federal – Other	\$ 27,395.92	\$ 6,998.37	\$ 34,394.29
2012-101-406-460	Intergov Due to Others	\$ 27,395.92	\$ 5,518.73	\$ 32,914.65
2012-211-333-065	State of TX – FEMA	\$ 00.00	\$ 367.50	\$ 367.50
2012-212-333-065	State of TX – FEMA	\$ 00.00	\$ 2,496.02	\$ 2,496.02
2012-212-612-375	Culverts	\$ 10,000.00	\$ 2,496.02	\$ 12,496.02
2012-213-333-065	State of TX – FEMA	\$ 7,802.25	\$ 1,205.69	\$ 9,007.94
2012-213-613-445	Repairs & Maintenance	\$ 82,802.25	\$ 1,205.69	\$ 84,007.94
2012-214-333-065	State of TX – FEMA	\$ 00.00	\$ 1,449.52	\$ 1,449.52
2012-214-614-376	Road Materials	\$400,000.00	\$ 1,449.52	\$401,449.52

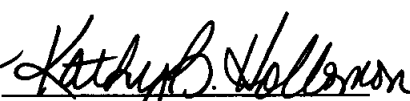
This budget amendment is to recognize the revenue received from FEMA through the Texas Department of Public Safety for wildfire event.

Submitted by:


Kathy B. Hollomon
Navarro County Auditor


Date: 5/11/12

Revenue Certified by:


Kathy B. Hollomon
Navarro County Auditor

Date: 5/14/12

Approved by Commissioners Court:


H. M. Davenport Jr.
Navarro County Judge

Date: 5/14/12



NAVARRO COUNTY AUDITOR'S OFFICE

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Corsicana, TX 75110-4672
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Patty Wells, Assistant
Anne Johnson, Assistant

Kathy B. Hollomon, CPA
County Auditor

Phone: (903) 654-3095 Fax: (903) 654-3097

May 2, 2012

To: H. M. Davenport, County Judge
Kit Herrington, Commissioner Pct 1
Dick Martin, Commissioner Pct 2
David Warren, Commissioner Pct 3
James Olsen, Commissioner Pct 4

RE: Certification of additional Revenue
Judge and Commissioners,

Pursuant to Local Government Code 111.0706 - Special Budget for Grant or Aid Money; 111.0707 - Special Budget for Revenue from Intergovernmental Contracts; or 111.07075 - Special Budget for Revenue Received After Start of Fiscal Year

"The county auditor....shall certify to the commissioners court the receipt of All public or private grant aid money, or all revenue from intergovernmental contracts or, Revenue from a new source not anticipated before the adoption of the budget that is available for disbursement in a fiscal year, but not include in the budget for that fiscal year."

On certification, the court shall adopt a special budget for the limited purpose of spending the revenue from intergovernmental contracts for its intended purpose."

I, Kathy Hollomon, Navarro County Auditor, CERTIFY to the Navarro County Commissioners Court of the receipt of ADDITIONAL REVENUES from -public or private aid money- intergovernmental contracts- new source not anticipated before the adoption of the budget- which was not included in the Navarro County Revenue Estimates in the adopted budget for 2011 - 2012.

The amount and source of the certified additional funds are as follows-
Amount: \$ 2,051.41 Source: Office Depot (rebate)

Sincerely,

Kathy B. Hollomon, CPA
Navarro County Auditor

SPECIAL BUDGET

**FROM REVENUE RECEIVED AFTER THE START OF THE FISCAL YEAR
LOCAL GOVERNMENT CODE 111.07075**


Fund- Department – Account	Description	Current Budget	Requested Increase	Amended Budget
2012-101-370-000	Other Revenue	\$ 37,000.00	\$ 2,051.41	\$ 39,051.41

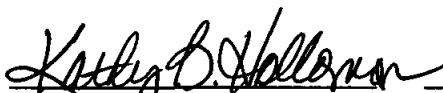
This budget amendment is to recognize the unbudgeted revenue received from Office Depot as a result of our volume discount.


Submitted by:

Revenue Certified by:

Approved by Commissioners Court:


 Kathy B. Hollomon
 Navarro County Auditor


 Kathy B. Hollomon
 Navarro County Auditor


 H. M. Davenport Jr.
 Navarro County Judge

Date: 5/2/12

Date: 5/14/12

Date: 5-14-12



NAVARRO COUNTY OFFICE OF PLANNING & DEVELOPMENT

Phil Seely – Director
Becky Garrett – Addressing
Stanley Young – Environmental Services
Robert Gray – Code Enforcement

www.co.navarro.tx.us
300 West Third Avenue, Suite 16
Corsicana, Texas 75110

Phone: (903) 875-3310

Fax: (903) 875-3314

PLANNING AND ZONING COMMISSION MINUTES

May 3rd, 2012

5:00 P.M.

The meeting was called to order with five members present. The roll was called and the attendance was as follows:

Chairman Jacobson – present
Scott Watkins – absent
Carroll Sigman – absent
Vicki Farmer – present
Dennis Bancroft – absent
Charles Irvine – absent
Kim Newsome – absent

Vice Chairman Moe –absent
Conrad Newton – present
Wayne McGuire - present
Jeff Smith - absent
Dolores Baldwin – absent
Caleb Jackson – present
Stuart Schoppert - absent

Item #2 on the agenda was consideration of the minutes of the April 5th, 2012 Planning and Zoning meeting. Motion to approve by Commissioner Farmer, second by Commissioner Newton, all voted aye.

Item #3 on the agenda was consideration of a replat in Mattie Caston Shores Ph. III lots #64 & 65 for Richard Price. Motion to approve contingent upon minor changes to the replat by Commissioner Jackson, second by Commissioner McGuire, all voted aye.

Item #4 on the agenda was consideration of special use permit for Dallas Production Company for an oil well. The property is located in the E. Powers Survey A-633 near the intersection of SE CR 3280 & SE CR 3285. Motion to approve contingent upon the agreement of a road bond with Precinct #2 County Commissioner Martin by Commissioner Newton, second by Commissioner McGuire, all voted aye.

Adjourn.

#14

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SPECIAL BUDGET

**FROM REVENUE RECEIVED AFTER THE START OF THE FISCAL YEAR
LOCAL GOVERNMENT CODE 111.07075**

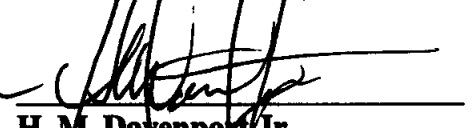
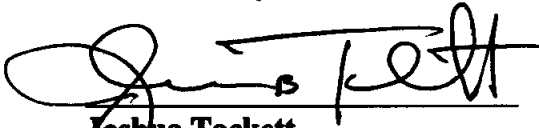
Fund- Department – Account	Description	Current Budget	Requested Increase	Amended Budget
2012-101-404-103	Clerk	\$164,031.00	\$9,867.00	\$173,898.00
2012-101-404-201	FICA	\$ 14,167.00	\$ 621.00	\$ 14,788.00
2012-101-404-202	Medicare	\$ 3,312.00	\$ 145.00	\$ 3,457.00
2012-101-404-203	Retirement	\$ 22,095.00	\$ 969.00	\$ 23,064.00
2012-101-404-204	Health Insurance	\$ 51,905.00	\$1,854.00	\$ 53,759.00
2012-101-404-205	Unemployment Ins.	\$ 178.00	\$ 10.00	\$ 188.00
2012-101-404-206	Workers' Comp. Ins.	\$ 617.00	\$ 27.00	\$ 644.00

This special budget amendment is use of unbudgeted funds received after the start of the fiscal year from Lance Foods. Funds were certified in March, 2012.

Submitted by:

Revenue Certified by:

Approved by Commissioners Court:



**Joshua Tackett
District Clerk**

**Kathy B. Hollomon
Navarro County Auditor**

**H. M. Davenport Jr.
Navarro County Judge**

Date: 5/14/12

Date: 5/14/12

Date: 5/14/12

354A

DALLAS PRODUCTION, INC.
4600 GREENVILLE AVENUE, SUITE 300
DALLAS, TX 75206

214-369-9266

May 16, 2012

Commissioner Martin
Navarro County Courthouse
300 West 3rd Avenue, Suite 14
Corsicana, TX 75110


Re: Road Use Bond No. RLB0013874

Dear Commissioner Martin:

Please find enclosed the revised Bond Rider No. 1 attaching to Bond No. RLB0013874 amending the road named to County Roads 3260 and 3280. Our bond company has requested that the first Bond Rider be returned to them. An addressed and stamped return envelope is enclosed for your convenience..

If you have any questions or if you need additional information, please contact me at the address above.

Yours truly,



Alan Morgan

RIDER NO. 1

Attaching to and forming part of Road Use Bond No. RLB0013874, executed June 16, 2011, on behalf of Dallas Production, Inc. as Principal, in favor of Navarro County Precinct 2 as Obligee, issued by RLI Insurance Company as Surety, in the amount of One Hundred Thousand and No/100 Dollars (\$100,000.00).

It is understood and agreed that effective May 10, 2012, the name of the road being used is amended from SE4080 to County Road (CR) 3260, changing to (CR) 3280 at the curve.

All other conditions and terms to remain as originally written.

Signed, sealed and dated this 10th day of May, 2012.

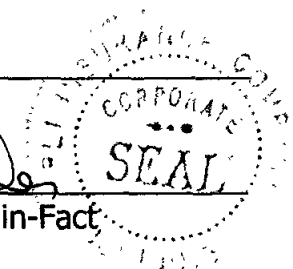
Dallas Production, Inc.
Principal

By: *R.D.J.*

Vice President, Secretary and
R. D. Johnson Chief Financial Officer
(Printed Name & Title)

RLI Insurance Company
8 Greenway Plaza, Suite 400
Houston, TX 77046
Surety

By: *Robbie Duxbury*
Robbie Duxbury, Attorney-in-Fact





RLB0013874

RLI Surety
A division of RLI Insurance Company

POWER OF ATTORNEY
RLI Insurance Company

Know All Men by These Presents:

That the RLI INSURANCE COMPANY, a corporation organized and existing under the laws of the State of Illinois, and authorized and licensed to do business in all states and the District of Columbia does hereby make, constitute and appoint: ROBBIE DUXBURY in the City of HOUSTON, State of TEXAS, as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, all of the following classes of documents to-wit:

\$100,000.00

Indemnity, Surety and Undertakings that may be desired by contract, or may be given in any action or proceeding in any court of law or equity; policies indemnifying employers against loss or damage caused by the misconduct of their employees; official, bail and surety and fidelity bonds. Indemnity in all cases where indemnity may be lawfully given; and with full power and authority to execute consents and waivers to modify or change or extend any bond or document executed for this Company, and to compromise and settle any and all claims or demands made or existing against said Company.

The RLI INSURANCE COMPANY further certifies that the following is a true and exact copy of a Resolution adopted by the Board of Directors of RLI Insurance Company, and now in force to-wit:

"All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or Agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers-of-Attorney, or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

(Blue shaded areas above indicate authenticity)

IN WITNESS WHEREOF, the RLI Insurance Company has caused these presents to be executed by its PRESIDENT with its corporate seal affixed this

ATTEST:

Jean M. Stephenson
CORPORATE SECRETARY



Robbie Duxbury
PRESIDENT

State of Illinois)
County of Peoria) SS

On this 10 day of May 2012 before me, a Notary Public, personally appeared Michael J. Stone and Jean M. Stephenson, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as President and Corporate Secretary, respectively, of the said RLI INSURANCE COMPANY, and acknowledged said instrument to be the voluntary act and deed of said corporation.

Jacqueline M. Bockler
Notary Public



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FILED FOR RECORD
AT 10:00 O'CLOCK A.M.

MAY 14 2012

SHERRY DOWD
COUNTY CLERK, NAVARRO COUNTY, TEXAS
BY [Signature] DEPUTY

I, RUSSELL P HUDSON, NAVARRO COUNTY TAX ASSESSOR/COLLECTOR, DO HEREBY SWEAR UNDER OATH,
THAT THE ATTACHED REPORT IS A TRUE AND CORRECT REPORT.

TOTAL PAGES INCLUDING COVER SHEET 6

#18

NAVARRO COUNTY , TEXAS
AD VALOREM TAXES COLLECTED DURING THE MONTH ENDING APRIL 2012

356

DESCRIPTION	TAXES	DISCOUNT	PENALTY & INTEREST	SUBTOTAL	COLLECTION FEE	RENDITION PENALTY CAB %	NET TAXES DUE	MEMO ONLY ATTY FEES	% CURRENT COLLECTED
NAVARRO COUNTY									LEVY
CURRENT	163,353.07		16,719.72	180,072.79		0.02	180,072.77	407.95	16,410,955.92
DELINQUENT	30,926.02		11,168.33	42,094.35		-0.33	42,094.68	6,540.74	%
TOTAL	194,279.09	-	27,888.05	222,167.14	-	-0.31	222,167.45	6,948.69	1.00%
NAVARRO COLLEGE									LEVY
CURRENT	31,749.15		3,201.71	34,950.86		0.01	34,950.85	74.56	3,192,388.48
DELINQUENT	6,301.31	-	2,298.82	8,600.13		0.15	8,599.98	1,364.24	%
TOTAL	38,050.46	-	5,500.53	43,550.99	-	0.16	43,550.83	1,438.80	0.99%
CITY OF RICE									LEVY
CURRENT	747.48	-	66.07	813.55	20.25		793.30		133,058.53
DELINQUENT	51.90		27.74	79.64	7.21		72.43	15.93	%
TOTAL	799.38	-	93.81	893.19	27.46	0	865.73	15.93	0.56%
CITY OF KERENS									LEVY
CURRENT	2,951.23		318.58	3,269.81			3,269.81	27.61	247,342.75
DELINQUENT	1,015.09	-	299.69	1,314.78			1,314.78	262.95	%
TOTAL	3,966.32	-	618.27	4,584.59	-	0	4,584.59	290.56	1.19%
CITY OF CORSICANA									LEVY
CURRENT	55,424.71	-	5,273.87	60,698.58			60,698.58	30.72	7,662,316.49
DELINQUENT	16,023.55	-	5,094.10	21,117.65			21,117.65	2,304.89	%
TOTAL	71,448.26	-	10,367.97	81,816.23	-	0	81,816.23	2,335.61	0.72%

NAVARRO COUNTY, TEXAS
AD VALOREM TAXES COLLECTED DURING THE MONTH ENDING APRIL 2012

357

DESCRIPTION	TAXES	DISCOUNT	PENALTY & INTEREST	SUBTOTAL	COLLECTION FEE	RENDITION PENALTY	NET TAXES DUE	MEMO ONLY ATTY FEES	% CURRENT COLLECTED
CITY OF BARRY									
CURRENT	100.06		11.00	111.06			111.06		LEVY 16,437.24
DELINQUENT	20.48		5.52	26.00			26.00	5.20	%
TOTAL	120.54	-	16.52	137.06	-	0	137.06	5.20	0.61%
CITY OF EMHOUSE									
CURRENT	87.25	-	9.59	96.84			96.84		LEVY 8,472.02
DELINQUENT				-			-		%
TOTAL	87.25	-	9.59	96.84	-	0	96.84	-	1.03%
CITY OF RICHLAND									
CURRENT	96.09	-	8.15	104.24			104.24		LEVY 16,363.97
DELINQUENT	20.33		6.21	26.54			26.54	5.31	%
TOTAL	116.42	-	14.36	130.78	-	0	130.78	5.31	0.59%
CITY OF GOODLOW									
CURRENT	13.78	-	1.52	15.30	0.45		14.85		LEVY 2,977.76
DELINQUENT	20.73		8.28	29.01	2.17		26.84	5.80	%
TOTAL	34.51	-	9.80	44.31	2.62	0	41.69	5.80	0.46%
CITY OF FROST									
CURRENT	395.95		41.03	436.98	12.24		424.74		LEVY 77,267.60
DELINQUENT	168.05		57.93	225.98	15.32		210.66	45.19	%
TOTAL	564.00	-	98.96	662.96	27.56	0	635.40	45.19	0.51%
CITY OF DAWSON									
CURRENT	1,220.79		116.50	1,337.29			1,337.29		LEVY 72,429.25
DELINQUENT	90.31		26.56	116.87			116.87	23.37	%
TOTAL	1,311.10	-	143.06	1,454.16	-	0	1,454.16	23.37	1.69%

NAVARRO COUNTY, TEXAS
AD VALOREM TAXES COLLECTED DURING THE MONTH ENDING APRIL 2012

358

DESCRIPTION	TAXES	DISCOUNT	PENALTY & INTEREST	SUBTOTAL	COLLECTION FEE	RENDITION PENALTY	NET TAXES DUE	MEMO ONLY ATTY FEES	% CURRENT COLLECTED
CITY-BLOOMING GROVE									LEVY
CURRENT	875.78		94.19	969.97		0.09	969.88		99,560.25
DELINQUENT	272.65		81.47	354.12		0.06	354.06	70.83	%
TOTAL	1,148.43	-	175.66	1,324.09	-	0.15	1,323.94	70.83	0.88%
NAVARRO COUNTY ESD #1									LEVY
CURRENT	1,579.19	-	169.74	1,748.93	50.34		1,698.59	3.42	119,607.31
DELINQUENT	125.94	-	38.89	164.83	10.36		154.47	32.51	%
TOTAL	1,705.13	-	208.63	1,913.76	60.70	0	1,853.06	35.93	1.32%
BLOOMING GROVE ISD									LEVY
CURRENT	16,222.18		1,669.90	17,892.08		0.09	17,891.99		1,419,328.62
DELINQUENT	2,878.92		859.09	3,738.01		0.14	3,737.87	694.89	%
TOTAL	19,101.10	-	2,528.99	21,630.09	-	0.23	21,629.86	694.89	1.14%
DAWSON ISD									LEVY
CURRENT	19,013.22		1,838.16	20,851.38			20,851.38	9.30	1,292,787.05
DELINQUENT	2,255.00		860.63	3,115.63			3,115.63	623.07	%
TOTAL	21,268.22	-	2,698.79	23,967.01	-	0	23,967.01	632.37	1.47%
RICE ISD									LEVY
CURRENT	13,596.82		1,403.50	15,000.32			15,000.32	119.57	1,515,810.54
DELINQUENT	2,447.80		753.89	3,201.69			3,201.69	600.34	%
TOTAL	16,044.62	-	2,157.39	18,202.01	-	0	18,202.01	719.91	0.90%
CORSICANA ISD									LEVY
CURRENT	148,719.73		15,041.89	163,761.62			163,761.62	188.03	17,383,846.35
DELINQUENT	37,479.93		12,561.49	50,041.42			50,041.42	6,068.58	%
TOTAL	186,199.66	-	27,603.38	213,803.04	-	-	213,803.04	6,256.61	0.86%
GRAND TOTAL	556,244.49	-	80,133.76	636,378.25	118.34	0.23	636,259.68	19,525.00	

NAVARRO COUNTY, TEXAS
AD VALOREM TAXES COLLECTED DURING THE MONTH ENDING APRIL 2012

357

MEMO:

TOTAL COLLECTED	<u>655,903.25</u>
ROLLBACK TAXES	<u> </u>
TAX CERTIFICATES	<u>1,450.00</u>
HOT CK FEES	<u>10.00</u>

~~PERCENTAGE~~ % CURRENT COLLECTED:

COUNTY	<u>94.18%</u>	GOODLOW	<u>69.38%</u>
COLLEGE	<u>94.06%</u>	FROST	<u>88.33%</u>
RICE	<u>90.84%</u>	CITY-DAWSON	<u>86.52%</u>
KERENS	<u>88.44%</u>	CITY-BL GROVE	<u>91.32%</u>
CORSICANA	<u>95.57%</u>	NC ESD #1	<u>91.04%</u>
BARRY	<u>88.53%</u>	B G ISD	<u>91.60%</u>
EMHOUSE	<u>81.66%</u>	DAWSON ISD	<u>91.72%</u>
RICHLAND	<u>81.50%</u>	RICE ISD	<u>92.08%</u>
		CORSICANA ISD	<u>95.35%</u>

NAVARRO COUNTY, TEXAS
AD VALOREM TAXES COLLECTED DURING THE MONTH OF APRIL 2012

360

	TAXES	PENALTY & INTEREST	SUBTOTAL	RENDITION PENALTY CAD %	NET TAXES DUE	MEMO ONLY ATTORNEY FEES
CURRENT TAXES						
COUNTY	133,210.47	13,648.91	146,859.38	0.01	146,859.37	333.19
ROAD & BRIDGE	27,835.94	2,836.20	30,672.14	-	30,672.14	69.86
FLOOD CONTROL	2,306.66	234.61	2,541.27	0.01	2,541.26	4.90
TOTAL	163,353.07	16,719.72	180,072.79	0.02	180,072.77	407.95
DELINQUENT TAXES						
COUNTY	25,279.93	9,136.56	34,416.49	(0.25)	34,416.74	5,359.13
STATE	-	-	-	-	-	-
ROAD & BRIDGE	5,207.00	1,871.64	7,078.64	(0.10)	7,078.74	1,088.57
FLOOD CONTROL	439.09	160.13	599.22	0.02	599.20	93.04
TOTAL	30,926.02	11,168.33	42,094.35	(0.33)	42,094.68	6,540.74
TOTAL ALLOCATION						
COUNTY	158,490.40	22,785.47	181,275.87	(0.24)	181,276.11	5,692.32
STATE	-	-	-	-	-	-
ROAD & BRIDGE	33,042.94	4,707.84	37,750.78	(0.10)	37,750.88	1,158.43
FLOOD CONTROL	2,745.75	394.74	3,140.49	0.03	3,140.46	97.94
TOTAL	194,279.09	27,888.05	222,167.14	(0.31)	222,167.45	6,948.69

COUNTY TAX REPORT
Prepared by Gail Smith
Navarro County Tax Office

DATE	DESCRIPTION	AMOUNT
2-29-2012	Payment In Lieu Of Taxes FFY 2012	3,005.60

#19

#20.

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**2011
Downtown Reinvestment Tax Credit
Navarro County, Texas**

<i>Property Address</i>	<i>Property Owner</i>	<i>Maximum County Tax Credit</i>
100 N. Main	<i>Dick Martinson/Starfac Corp</i> <i>HVAC repair; total reported \$15,582</i>	\$ 1,994.20
206 N. Beaton	<i>Barbara Gould</i> <i>Roof repair; total reported \$6,000</i>	\$ 198.48
101 S. Beaton	<i>Barbara Gould</i> <i>Roof replacement; total reported \$20,000</i>	\$ 218.82
215 N. Beaton	<i>Barbara Gould</i> <i>Roof repair; total reported \$6,000</i>	\$ 160.17
116 N. Beaton	<i>KAM Leveraged Growth&Inc.</i> <i>Roof replacement; total reported \$18,100</i>	\$ 510.90
219/222/223 W. 6th	<i>Phil Smith/PNS Interests</i> <i>Exterior painting; total reported \$3,813</i>	\$ 1,287.21
108 W. 3 rd /410 N. Beaton	<i>David Jones</i> <i>Roof replacement, misc. repairs; total reported \$11,186</i>	\$ 358.03
309 N. Beaton	<i>Lowell Dunn & Carrie Kindle</i> <i>Roof repair; total reported \$2,000</i>	\$ 358.96
101 N. Beaton	<i>John Bruegl</i> <i>HVAC, elevator repairs; total reported: \$5,359</i>	\$ 3,213.51
202 N. Beaton	<i>John & Carolyn Yates</i> <i>Electrical enhancements; total reported \$784</i>	\$ 510.90
110 N. Beaton	<i>Mike & Virginia Green</i> <i>Residential loft conversion; total reported \$2,269</i>	\$ 274.10
	Total County Tax Credit	\$ 9,085.28
	<i>Total Reinvestment Reported \$91,093</i>	

COMMISSIONER'S COURT ORDER

AN ORDER OF THE COMMISSIONER'S COURT OF NAVARRO COUNTY, TEXAS CREATING THE CORSICANA DOWNTOWN REVITALIZATION DISTRICT; DESCRIBING THE BOUNDARIES THEREOF; CREATING THE PROVISION FOR A CERTIFICATE OF APPROPRIATENESS; PROVIDING FOR REINVESTMENT TAX ABATEMENTS; PROVIDING FOR THE ENFORCEMENT THEREOF; PROVIDING FOR A SEPARABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION THEREOF.

WHEREAS, Section 211.005 et. sec. of the Texas Local Government Code authorizes the County of Navarro, Texas as follows:

The governing body of a municipality may divide the municipality into districts of a number, shape, and size the governing body considers best for carrying out this subchapter. Within each district, the governing body may regulate the construction, reconstruction, alteration, repair, or use of buildings, other structures, or land.

Section 1. PURPOSE

In order to coincide with City Ordinance No. 2538, adopted on July 3, 2007 by the City Council of the City of Corsicana, Texas, the Navarro County Commissioner's Court (the County) does hereby declare that as a matter of public policy the creation of this Corsicana Downtown Revitalization District (the District) is necessary to encourage economic development, redevelopment, and renovation activity within the boundaries of this District. Furthermore, the County provides for certain tax abatements and provides specific regulations and administrative procedures to promote the continued viability, development, redevelopment, and renovation for all properties located within this District. This act is intended to:

- a. Perpetuate, protect, and enhance the District which represents the integral elements of the City's Downtown significance;
- b. To facilitate overall development, redevelopment, and renovation within the District;
- c. To stabilize and improve property valuations within the District;
- d. To strengthen the economy of the County and to provide support and stimulus to the local economy;
- e. To provide economic assistance to Downtown property owners within the District;
- f. To enhance the County's attractions to tourists and visitors;
- g. To encourage new construction and reconstruction of property located within the District.

Section 2. DESIGNATION OF REVITALIZATION DISTRICT

The boundaries of the Corsicana Downtown Revitalization District (the District) designated henceforth shall be specified in detail and shall be filed in writing in the County Clerk's office for public inspection. A map of the District (EXHIBIT "A") shall be attached to this document.

THE CORSICANA DOWNTOWN REVITALIZATION DISTRICT shall be outlined as follows:

BEGINNING at a point located at the northwest boundary of the District located at the intersection of 2nd Avenue and 12th Street;
 Thence commencing eastward and along 2nd Avenue to the Union Pacific Railroad;
 Thence south along the Railroad to the Old Cotton Belt Railroad right of way and also being the south property line of the City of Corsicana Visitor's Center;
 Thence to the west along the Cotton Belt Railroad to 12th Street;
 Thence to the north along 12th Street to the place of Beginning.

Section 3. CERTIFICATE OF APPROPRIATENESS FOR STRUCTURAL ALTERATIONS OR NEW CONSTRUCTION

The Certificate of Appropriateness (COA) is a voluntary instrument to be submitted by the real property owner to the City of Corsicana (the City) prior to the commencement of structural alterations or new construction that may result in an increase in ad valorem property tax.

Following the submission by the property owner of the application for COA and approval by the City of the COA, the appraised value of the structural alterations or new construction completed shall not be added to the tax roll for a period of five (5) years.

Section 4. CERTIFICATE OF APPROPRIATENESS APPLICATION PROCEDURE

- a. Eligible real property and property owner must be current with all ad valorem property taxes.
- b. Prior to the commencement of any construction, reconstruction, alteration, or repair that may result in an increase in the assessed value for ad valorem tax for the real property for County taxes, the property owner may voluntarily file an application for a Certificate of Appropriateness (COA) with the Planning and Zoning Department for the City of Corsicana, Texas.
- c. The voluntary COA form will request the following information:
 - 1. Name, address, telephone number(s) of the applicant, detailed description of proposed work;
 - 2. Location and photographs of the property;
 - 3. Elevation drawings of the proposed changes;
 - 4. Sample of materials to be used including paint samples and any materials that differ from existing or original materials;
 - 5. If the proposal includes signs or lettering, a scaled drawing showing the type of lettering to be used, all dimensions and colors, a description of materials to be used, method of illumination (if any), and a plan showing the sign's location on the property;
 - 6. Site plan if modifications are requested; and,
 - 7. Any other reasonable information that may be required by the City in order to visualize the proposed work.
- d. Following the submission of the application, no building permit shall be issued until the application for a COA has been reviewed and acted upon by the City. The COA shall be in addition to and not in lieu of any other building permit that may be required by any other ordinance of the City of Corsicana.
- e. The property owner may elect to perform the construction, reconstruction, alteration, or repair without filing an application for a COA. However, any and all work performed may result in an increase in the assessed value for ad valorem tax for the real property to become effective during the next appraisal year.
- f. No change shall be made in application of any building permit after issuance of a COA without resubmitting to the City and approval thereof in same manner as provided above.
- g. All decisions of the City pertaining to the COA shall be in writing and shall be sent to the applicant (by registered mail) and a copy filed with the City Planning and Zoning Department for public inspection. The City shall state the reasons for denying or modifying any application. If denied, no further obligation shall be upon the property owner under this ordinance in regards to the proposed construction, reconstruction, alteration, or repair. However, all other City ordinances will apply to the property.

Section 5. REINVESTMENT TAX ABATEMENTS

Pursuant to the authority granted to the County of Navarro, Texas as reflected in the Texas Property Tax Code and the Texas Local and Government Code, certain real property located within the boundaries of the Corsicana Downtown Revitalization District (the District) described herein, are eligible to receive reinvestment tax abatements upon the terms and conditions hereinafter ordained as follows:

- a. Eligible real property and property owner must be current with all ad valorem property taxes.
- b. Eligible property shall be entitled to reinvestment tax abatement equal to the amount of investment for construction, reconstruction, alteration, or repair completed within a calendar year.
- c. The maximum tax abatement for a project shall not exceed the annual tax liability of the real property. The amount of tax reinvestment abatement per project shall be determined by the City of Corsicana on a case-by-case basis.
- d. The investments eligible shall be investments made for new construction, structural repairs and improvements, electrical repairs and improvements, plumbing repairs and improvements, mechanical repairs and improvements, interior repairs and improvements, and/or exterior improvements or restoration made to the physical structure. Taxes incurred for investment in personal property shall not be eligible for abatement.
- e. Each property owner who desires to apply for tax abatement for reinvestment credit shall apply for said abatement on or before May 1st of the year the tax abatement is to be granted. The tax abatement, if granted, shall be applicable to only one (1) year. Subsequent tax abatements for additional projects must be applied for each year.
- f. In addition to the above requirements, each applicant must submit documentation reflecting the cost and the payment for each eligible investment project such as invoices marked as being paid-in-full from contractors performing the work. Each reinvestment project must be completed within same the calendar year as the year in which the tax abatement is to be granted.
- g. All contemplated projects must be approved by the City of Corsicana. The City of Corsicana will inspect all work performed to make certain that all applicable City ordinances and codes are followed.
- h. The applicant must secure all City permits and must secure periodic inspection of the project to insure proper completion of the project.
- i. Applications will be accepted by the City beginning January 1, 2008.
- j. Corsicana Downtown Revitalization District tax abatements granted by the County will first become effective with the 2008 tax year.

Section 6. SEPARABILITY

If any section, paragraph, subdivision, clause, phrase, or provision of this Commissioner's Court Order shall be adjudged invalid or unconstitutional, the same shall not affect the validity of this Commissioner's Court Order as a whole or any part or provision thereof other than the part so decided to be invalid or unconstitutional.

Historic Main Street District

364



Main

Beaton

Commerce

Collin

2nd

3rd

4th

5th

6th

7th

Main

7th

7th

7th

Section 7. PUBLICATION

This Commissioner's Court Order shall take effect immediately after its passage, approval, and publication as required by law.

PASSED, APPROVED and ADOPTED this 14th day of May, 2012



(Signed original document on file at the County Courthouse for Navarro County, Texas. Available for review upon advance written request.)

[Handwritten Signature]
H.M. Davenport, Jr.
Navarro County Judge

ATTEST

(Signed original document on file at the County Courthouse for Navarro County, Texas. Available for review upon advance written request.)

[Handwritten Signature]
Sherry Dowd, Navarro County Clerk

#21

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Agreement



Customer: NAVARRO, COUNTY OF

Bill To: NAVARRO COUNTY OF
AUDITORS OFFICE
300 W 3RD AVE
CORSICANA, TX 75110-4672

Install: NAVARRO COUNTY OF
DISTRICT CLERK
1ST FLOOR
300 W 3RD AVE
CORSICANA, TX 75110-4672

Tax ID#: 1

Negotiated Contract : 072453000

RECEIVED


MAY 09 2012

NAVARRO COUNTY
AUDITOR'S OFFICE

<p>1. 5745PT (SOT-W5745 PRTR/4TRAY) S/N XEK494102</p> <p>- Adding Mono Scanning Kit</p>		<p>Lease Term: 36 months Purchase Option: FMV</p> <p>This agreement modifies the current Xerox Agreement 959495250 for 5745PT S/N XEK494102. Additional monthly cost: \$21.30</p>	<p>10/24/2011</p>
---	--	---	-------------------

1. 5745PT	\$442.44	1: Meter 1	All Prints	N/A	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$442.44	Minimum Payments (Excluding Applicable Taxes)			

\$ 421.14

<p>Customer acknowledges receipt of the terms of this agreement which consists of 2 pages including this face page.</p> <p>Signer: Ann-Tanner <i>H. M. Davenport, County Judge</i> Signature: <i>[Signature]</i></p> <p>Phone: (903)654-3095</p> <p>Date: <i>5-14-12</i></p>	<p>Thank You for your business! This Agreement is proudly presented by Xerox and</p> <p>Peggy Rush (903)874-8377</p> <p>For information on your Xerox Account, go to www.xerox.com/AccountManagement</p> 
--	--

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

2. MODIFICATION OF PRIOR AGREEMENT. This Agreement modifies a prior agreement between you and Xerox for the Products identified as "Modifies Prior Agreement". The prior agreement will remain in effect except that any terms in this Agreement that conflict with or are additive to the prior agreement will control. You may be charged a one-time administrative/processing fee for the modification of a prior agreement.

PRICING PLAN/OFFERING SELECTED:

3. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan

Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

GENERAL TERMS & CONDITIONS:

4. REMOTE SERVICES. Certain models of Equipment are supported and serviced using data that is automatically collected by Xerox from the Equipment via electronic transmission from the Equipment to a secure off-site location. Examples of automatically transmitted data include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code data. All such data shall be transmitted in a secure manner specified by Xerox. The automatic data transmission capability will not allow Xerox to read, view or download the content of any Customer documents residing on or passing through the Equipment or Customer's information management systems.

#22

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NAVARRO COUNTY JUDGE

H.M. Davenport, Jr., County Judge
hdavenport@navarrocounty.org
Phone: (903) 654-3025

300 West Third Avenue, Suite 102
Corsicana, TX 75110

Sherlyn Curtis, Court Coordinator
scurtis@navarrocounty.org
Fax: (903) 872-0778

May 7, 2012

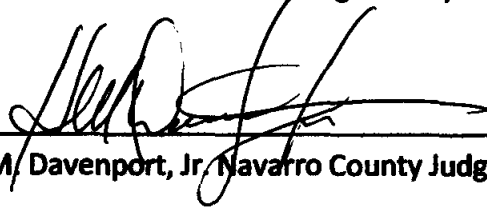
RE: Navarro County Bank Accounts

The individuals listed below (additions are highlighted) shall be authorized to sign on the following Navarro County Prosperity Bank accounts:

Accounts	Account Numbers
General Fund	XXXXXXXX
North Texas HIDTA	XXXXXXXX
Trust Fund	XXXXXXXX
Sheriff Seizure	XXXXXXXX
Road and Bridge	XXXXXXXX
Capital Projects	XXXXXXXX
Debt Service	XXXXXXXX
Disbursement	XXXXXXXX
District Attorney Forfeiture	XXXXXXXX
District Attorney Seizure	XXXXXXXX
Flood Control	XXXXXXXX
Health Insurance	XXXXXXXX
Juvenile Probation	XXXXXXXX
Community Supervision	XXXXXXXX
Payroll	XXXXXXXX
Economic Development	XXXXXXXX
Revolving & Clearing	XXXXXXXX
North Texas HIDTA Seizure	XXXXXXXX
TCDP Grant Fund	XXXXXXXX
Lake Trust	XXXXXXXX

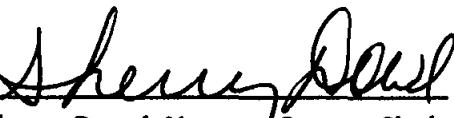
Authorized signatures shall be: Frank L. Hull, County Treasurer; Kathy B. Hollomon, County Auditor; Terri Gillen, First Assistant Auditor; **Justin Lewis, Patty Wells, Anne Johnson**, Natalie Robinson and Gloria Turner, Assistant Auditors; and Jane McCollum, Assistant Treasurer. Two signatures (one signature from each office) shall be on each check presented.

This authorization is hereby introduced and adopted during the Navarro County Commissioners' Court meeting on May 14, 2014.



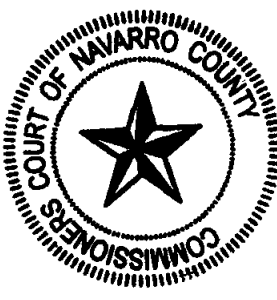
H. M. Davenport, Jr, Navarro County Judge

May 15, 2012
Date

Attest by: 

Sherry Dowd, Navarro County Clerk

May 15, 2012



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Navarro County, TX
Personnel Policies Manual

NAVARRO COUNTY FRAUD POLICY

Purpose

The Navarro County Fraud Policy and Response Program ("Policy") has been created to support Navarro County's commitment to protecting county revenue, property, reputation and other assets; to emphasize clearly the need for accurate financial reporting; and to define guidelines for the investigation and handling of fraud, should it occur.

Applicability

The Navarro County Fraud Policy applies to all elected officials, appointed officials and employees of Navarro County and includes all full-time, part-time, seasonal, volunteer, and other temporary employees.

Definition of Fraud

In law, "fraud" generally involves an act of deception, bribery, forgery, extortion, theft, misappropriation, false representation, conspiracy, corruption, collusion, embezzlement, or concealment of material facts. Fraud may be committed by an individual, a group of individuals, or by one or more organizations. Fraud is a violation of trust that, in general, refers to an intentional act committed to secure personal or business advantage. While fraud can cover many activities, this Policy is directed primarily at financial matters that could be legally defined as fraud. Examples of "financial fraud" generally fall into two broad categories and may include, but are not limited to:

Misappropriation of Assets

- Forgery, alteration or misappropriation of checks, drafts, or securities
- Unauthorized, non-business acquisition, use, or disposition of funds
- Inventory, furniture, fixtures, equipment, records, or other assets
- Prohibited to cash personal checks or receive cash advances from available cash drawer in county offices (Section 130.902 (c) of the Texas Local Government Code)
- Embezzlement
- Theft
- Falsifying time sheets or payroll records, including but not limited to
- Reporting hours not worked or a supervisor not allowing the reporting of all hours worked by hourly employees.
- Falsifying travel and expenses and/or utilizing company funds to pay for personal expenses.
- Misappropriation of County-owned computer hardware, software, data, or other records including county intangibles (e.g. proprietary information, trade secrets, patents, etc.)

Expenditures and Liabilities for Improper Purposes

- Bribery
- Kickbacks

General Policy and Responsibilities

- It is the County's intent to investigate any suspected acts of fraud, misappropriation or other similar irregularity. An objective and impartial investigation, as deemed necessary will be conducted regardless of the position, title, office, and length of service or relationship with the County of any party who might be or becomes involved in or becomes/is the subject of such investigation.

Navarro County, TX
Personnel Policies Manual

**Navarro County Fraud Policy
General Policy and Responsibilities (cont'd)**

- Each Elected Official/Department Head/Supervisor is responsible for instituting and maintaining a system of internal control to provide reasonable assurance for the prevention and detection of fraud, misappropriations and other irregularities. Management should be familiar with the types of improprieties that might occur within their area of responsibility and be alert for any indications of such conduct.
- The County Auditor, with consultation and support from the appropriate supervisor, has the primary responsibility for overseeing the investigation of all activity as defined in this policy. The Auditor will immediately notify the Commissioners Court of any significant fraud investigation. Also, the Auditor, will involve Legal Counsel and/or management, as deemed appropriate. Upon conclusion of the investigation, the results will be reported to the appropriate management representatives.

Where there are reasonable grounds to indicate that a fraud may have occurred, the County may report the incident to the appropriate authorities in order to pursue all legal remedies. Also, the County will pursue every reasonable effort, including court ordered restitution, to obtain recovery of the losses from the offender.

Procedures for Reporting

All Employees - Any employee who has knowledge of an occurrence of fraudulent conduct, or has reason to suspect that a fraud has occurred, shall immediately notify their supervisor. If the employee has reason to believe that the employee's supervisor may be involved, the employee shall immediately notify the County Auditor or an appropriate Elected Official.

Elected or Appointed Officials & Department Heads - Upon notification from an employee of suspected fraud, or if the Department Head has reason to suspect that a fraud has occurred, the Department Head shall immediately notify the County Auditor or an appropriate Elected Official

Investigation

Upon notification or discovery of a suspected fraud, the Auditor will promptly investigate the fraud. The Auditor will make every effort to keep the investigation confidential; however, from time to time other members of the management team will need to be consulted in conjunction with the investigation. After an initial review and a determination that the suspected fraud warrants additional investigation, the Auditor will notify the Commissioners Court and the appropriate Elected Official, Department Head or management as required to deal with the findings. ***When deemed necessary, the Auditor shall coordinate the investigation with the appropriate law enforcement officials. Internal or external counsel will be involved in the process, as deemed appropriate.***

It should be noted that there may be certain instances of fraud that will be handled in the normal course of business that will not result in a separate "investigation" by the Auditor's Office. An example of this would be an employee taking home office supplies or other minor items purchased with county funds. The County Auditor's Office already has clear procedures for how this would be handled and these procedures would be followed, as appropriate.

Security of Evidence

Once a suspected fraud is reported, immediate action to prevent the theft, alteration, or destruction of relevant records needs to occur. Such actions include, but are not necessarily limited to, removing the records and placing them in a secure location, limiting access to the location where the records currently exist, and preventing the individual suspected of committing the fraud from having access to the records. The records must be adequately secured until the Auditor obtains the records to begin the audit investigation.

Navarro County, TX
Personnel Policies Manual

Navarro County Fraud Policy (cont'd)

Confidentiality

All participants in a fraud investigation shall keep the details and results of the investigation confidential. However, as noted above, from time to time other members of the department will need to be consulted in conjunction with the investigation.

Personnel Actions

If a suspicion of fraud is substantiated by the investigation, disciplinary action, up to and including dismissal, shall be taken by the appropriate level of management, in consultation with the Commissioners' Court and legal counsel.

Whistle-Blower Protection

No employee of the Navarro County or person acting on behalf of the County in attempting to comply with this policy shall:

- Be dismissed or threatened to be dismissed;
- Be disciplined or suspended or threatened to be disciplined or suspended;
- Be penalized or any other retribution imposed, or
- Be intimidated or coerced, based to any extent upon the fact that the employee has reported an incident or participated in an investigation in accordance with the requirements of this Policy. Violation of this section of the Policy will result in disciplinary action, up to and including dismissal. If an allegation is made in good faith, but it is not confirmed by the investigation no action will be taken against the originator. If, however, individuals make malicious allegations, action may be considered against the individual making the allegation.

Navarro County, TX
Personnel Policies Manual

ANTI-HARASSMENT

Policy – It shall be the policy of Navarro County to provide a work place free from sexual harassment or other types of harassment for all employees and to take active steps to eliminate any form harassment of which the County becomes aware. Harassment on the basis of race, color, religion, sex, national origin, age or disability is discrimination and, as such, is a violation of federal law. Harassment of any individual in the workplace is a violation of Navarro County Policy, which will not be tolerated. Violations of this policy shall result in disciplinary action including, where appropriate, termination of employment.

Employees engaging in sexual harassment or harassment shall be subject to discipline, up to and including termination of employment.

Definition – Sexual harassment shall include, but not be limited to, sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where:

- Submission to such conduct is either an expressed or implied condition of employment;
- Submission to or rejection of such conduct is used as a basis for an employment decision affecting the harassed person; or
- The conduct has the purpose or effect of substantially interfering with an affected person's work performance or creating an intimidating, hostile, or offensive work environment.

Claims – All claims of sexual harassment or harassment shall be taken seriously and investigated. While all claims of sexual harassment or harassment shall be handled with discretion, there can be no complete assurance of full confidentiality.

No retaliation or other adverse action shall be taken against an employee who, in good faith, files a claim of sexual harassment or harassment.

Reporting – Employees who feel they have been sexually harassed or harassed should immediately report the situation to the immediate supervisor or the elected or appointed official who is responsible for the department in which they work. Sheriff's department employees may also choose to report their complaint with the Internal Affairs Division of the Sheriff's Department. All employees should report such complaints as soon as possible after the incident precipitating the complaint.

If, for any reason, the employee feels that reporting the harassment to their immediate supervisor or their department head or official may not be the best course of action, the report should be made to the County Judge, another member of the Commissioners' Court, the District Attorney or to the Sheriff's Office.

The official or department head to which a claim has been reported shall be responsible for seeing that prompt action is taken to investigate the claim.

Once the investigation is complete, the employee making the claim shall be notified of the result of the investigation and any actions which are to be taken.

Other Rights – Reporting or failing to report claims in accordance with the procedure given in this policy shall not limit other legal recourse an employee may have in regard to sexual harassment charges.

#25

Navarro County, TX
Personnel Policies Manual

ANTI-HARASSMENT

Policy – It shall be the policy of Navarro County to provide a work place free from sexual harassment or other types of harassment for all employees and to take active steps to eliminate any form harassment of which the County becomes aware. Harassment on the basis of race, color, religion, sex, national origin, age or disability is discrimination and, as such, is a violation of federal law. Harassment of any individual in the workplace is a violation of Navarro County Policy, which will not be tolerated. Violations of this policy shall result in disciplinary action including, where appropriate, termination of employment.

Employees engaging in sexual harassment or harassment shall be subject to discipline, up to and including termination of employment.

Definition – Sexual harassment shall include, but not be limited to, sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where:

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- Submission to or rejection of such conduct is used as a basis for an employment decision affecting the harassed person; or
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#24

ELECTION JUDGES FOR 2012 & 2013 ELECTIONS:

PRECINCT

101	NAME: Connie Estes ADDRESS: 201 Drave Ave CITY: Corsicana, Texas 75110 PHONE: 214-557-2094	Ruth Nelson 1501 Fair Oaks Dr #3 Corsicana, Texas 75110 903-874-5846/851-3754
103	NAME: Lynn Gatlin ADDRESS: 3914 NW CR 0009 CITY: Corsicana, Texas 75110 PHONE: 903-874-3722	Lori Carroll 110 Tilton Rd Corsicana, TX 75110 903-229-3490
104	NAME: Mary Hillegas ADDRESS: 398 NW CR 2005 CITY: Corsicana, Texas 75110 PHONE: 903-493-0005	Robert Watkins 2315 FM 1839 Corsicana, Texas 75110 903-874-6087
105	NAME: Don Holland ADDRESS: 3011 W Park Row CITY: Corsicana, TX 75110 PHONE: 903-874-4186	Naomi Ridgway 9854 W Highway 22 Barry, Texas 75102 903-695-2075
106	NAME: Nancy Blankenship ADDRESS: 3110 NW CR 0120 CITY: Corsicana, Texas 75110 PHONE: 903-354-1907/214-384-1052	Jeanette Melton 4571 FM 1839 Corsicana, TX 75110
107	NAME: Gale Greeson ADDRESS: 1480 NW CR 0160 CITY: Rice, Texas 75158 PHONE: 214-799-9244	Judy Shelton 100 N Boston Rice, Texas 75155 903-326-4461
108	NAME: Barbra McVay ADDRESS: P O Box 39 CITY: Chatfield, Texas 75105 PHONE: 903-345-2310	Theresa Womack 5537 FM 1603 Chatfield, Texas 75105 903-229-8537/345-2300
109	NAME: Rex Peddy ADDRESS: 3375 NE CR 0092 CITY: Corsicana, TX 75119 PHONE: 903-874-4382	Geneva Davis 3744 NE CR 0120 Corsicana, TX 75109
200	NAME: Warner Redus ADDRESS: 1101 E Waterworks Rd CITY: Corsicana, Texas 75110 PHONE: 903-874-4341	Ralph Gonzalez 312 E 1 st St Kerens, Texas 75144 903-875-4382
201	NAME: Deborah Collins ADDRESS: 801 S 4 th St CITY: Corsicana, Texas 75110 PHONE: 903-874-7441	Priscilla Wadley 1110 E 12 th Ave Corsicana, Texas 75110 903-263-9036
202	NAME: Johnny Gonzales ADDRESS: 419 S 14 th St CITY: Corsicana, Texas 75110 PHONE: 903-851-1963	Florine Hubbard 1506 S Beaton Corsicana, Texas 75110 903-872-1693
203	NAME: George Edwards ADDRESS: 708 N Overlook Dr CITY: Kerens, Texas 75144 PHONE: 903-396-7051/903-821-3284	Lelia Cossey 206 Humphreys Kerens, Texas 75144 903-396-2652

204	NAME ADDRESS CITY PHONE	Judy Qualls 201 FM 633 Kerens, Texas 75144 903-641-0020/903-519-1084	Nora Thomas P O Box 106 Powell, Texas 75153 903-396-2765
205	NAME ADDRESS CITY PHONE	John Curtis 105 SE CR 3147 Corsicana, Texas 75109 903-874-0056	Peggy Thomas 8405 S Hwy 287 Corsicana, Texas 75109 903-874-6037
206	NAME ADDRESS CITY PHONE	Margie Taylor 2680 SE CR 0070 Corsicana, Texas 75109 903-875-0519	Sherry Coker 3393 FM 2859 Corsicana, TX 75109 903-874-6380
300	NAME ADDRESS CITY PHONE	Steve Jessup 2825 W 5 th Ave Corsicana, Texas 75110 903-872-6949/872-4871	Sam Thompson 2215 W 4th Corsicana, Texas 75110 903-872-6100
301	NAME ADDRESS CITY PHONE	Gilbert Hall 1121 W 3 rd Ave Corsicana, Texas 75110 903-872-4249	Seley Fuller 1416 W 4 th Ave Corsicana, Texas 75110 903-874-8592
303	NAME ADDRESS CITY PHONE	Margaret "Jo" Maxwell P.O. Box 130 Dawson, Texas 76639 254-578-3388	Leonard Mixon 10000 FM 638 Dawson, Texas 76639 903-673-1216
304	NAME ADDRESS CITY PHONE	Keith Burres 1545 SE CR 2230-K Corsicana, Texas 75109 903-641-0250	Rose Ellen Richards 9300 SE CR 2150 Corsicana, Texas 75109
305	NAME ADDRESS CITY PHONE	Shanda Smith 324 SW CR 0020 Corsicana, Texas 75110 903-874-6069	Betty McCain 107 Bonner Ave Corsicana, Texas 75110 903-874-4508/903-874-3513
306	NAME ADDRESS CITY PHONE	Kathy Carter 613 W Harris Rd Corsicana, Texas 75110 903-872-7911	Diana Robinson 621 N Spikes Rd Corsicana, Texas 75110 903-872-5082 John's Cell 654-3986
307	NAME ADDRESS CITY PHONE	Barbara Wilson 8715 SW CR 2025 Richland, TX 76681 903-362-4543	Margaret Bosley 13385 SW CR 2200 Wortham, Texas 76693 903-362-1161
308	NAME ADDRESS CITY PHONE	Carmen Cashat 6922 SE CR 2385 Streetman, Texas 75859 903-599-3089/817-253-0541	Diana Rawlins 1541 W 4 th Ave Corsicana, Texas 75110 903-872-3336
400	NAME ADDRESS CITY PHONE	Marilyn Atwood 1600 Woodcrest Ave Corsicana, Texas 75110 903-874-8673	Joyce Hutt 16168 SE CR 4040 Corsicana, Texas 75110 903-396-3369

401	NAME ADDRESS CITY PHONE	Linda Gober 1208 Mills Pl Corsicana, Texas 75110 903-872-2237	Penny Liggins 716 E 4 th Ave Corsicana, Texas 75110 903-874-8674/903-654-7732
402	NAME ADDRESS CITY PHONE	Fred Grice 320 Trailridge Cir Corsicana, Texas 75110 903-872-3782/654-1991	Imogene Moore 1000 N 23 ½ St Corsicana, Texas 75110 903-874-7660
403	NAME ADDRESS CITY PHONE	Barbara Ross 9425 NW CR 1343 Blooming Grove, Texas 76626 903-695-8003	Jesse Mills 4853 NW CR 4210 Frost, Texas 76641 254-678-3549/254-733-0819
404	NAME ADDRESS CITY PHONE	Carol Doucet 2125 NW CR 3090 Frost, TX 76641 903-874-4746	David Taylor P.O. Box 205 Frost, Texas 76641 903-682-3300/903-879-2900
405	NAME ADDRESS CITY PHONE	Mary Wade 17022 FM 639 E Purdon, Texas 76639 254-578-3260	Earlene Slaughter 4090 FM 709 S Corsicana, Texas 75110 903-874-3295
406	NAME ADDRESS CITY PHONE	Jackie King 8040 FM 642 Purdon, Texas 76679 903-673-1435	Dianne Summers 813 FM 642 Purdon, Texas 76679 903-673-2287/903-875-7601

Early Voting:

Margarita Patterson

Erma Bartee

2012 MARCH PRIMARY:

EARLY VOTING BALLOT BOARD & RESOLUTION BOARD:

DEMOCRATS:

JUDGE:

**MELLIE HOWARD
1800 N 26TH ST
CORISANA, TX 75110**

**EDDIE PEVEHOUSE
9580 SW CR 2300
WORTHAM, TX 76693**

**BARBARA JEANNE KASTER
309 W COLLIN
CORSICANA, TX 75110**

REPUBLICANS:

JUDGE:

**MICHAEL EVANS
(903)641-0860
116 KIRK DR
CORSIANA, TX 75109**

**BETTY EVANS
903-872-4500
116 KIRK DR
CORSICANA, TX 75109**

**BELINDA BOYLE
118 KIRK DR
CORSICANA, TX 75110**