

MONTAGUE COUNTY PROCLAMATION
DOMESTIC VIOLENCE AWARENESS MONTH

OCTOBER 2021

Whereas, Domestic Violence Awareness Month is intended to draw attention to the fact that domestic violence is widespread and impacts every community member in Montague County; and

Whereas, Domestic Violence is the leading cause of injury to women, and that 92% of women surveyed listed reducing domestic violence and sexual assault as their top concerns, and that 1 in 4 women and 1 in 7 men will experience physical violence by their intimate partners; and

Whereas, up to 10 million children in the United States have witnessed some form of domestic violence, and that 1 in 5 teenaged girls report being threatened with violence or self-harm if they broke off the relationship with their boyfriend; and

Whereas, in the wake of the COVID-19 pandemic reports regarding domestic violence tripled due to isolation at home because of business and school closures in 2020; and

Whereas, with education and a community wide effort at addressing and finding solutions to this devastating social ill, supporting survivors, and speaking out against harmful attitudes and actions; and with leadership, dedication, and encouragement, there is evidence that we can be successful in reducing the instances of domestic violence for the betterment of Montague County; and

Whereas, Wise Hope Crisis Center of Montague County offers safety, strength, and hope to victims of abuse through education and social services referrals, along with domestic violence survivors themselves who have been at the forefront of efforts to bring peace and equality to the home,

Now therefore be it resolved, that I, Kevin L. Benton, Montague County Judge, do hereby proclaim the month of October to be Domestic Violence Awareness Month and urge all Montague County citizens to actively participate in the effort to eradicating domestic violence, improving victim safety, and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

Dated and Approved this ____ day of September, 2021

County of Montague

By

**MONTAGUE COUNTY DISTRICT CLERK
RECORDS MANAGEMENT & RECORDS
ARCHIVE PLAN FOR THE FISCAL YEAR
2021-2022**

MONTAGUE COUNTY DISTRICT CLERK RECORDS

MANAGEMENT & RECORDS ARCHIVE PLAN

FISCAL YEAR 2021/2022

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 District Clerk's office. Records maintained in the District 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 District 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 District 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 District Clerk records filed at the Montague 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 District Clerk Records Archive. No other departments are addressed.

SECTION ONE: RECORDS CURRENTLY IN REPOSITORY

INVENTORY

The District Clerk's office currently holds over 500 docket books and 20,000 + files that are related to civil and criminal actions which have occurred throughout the years.

SECTION TWO: RESTORATION AND PRESERVATION

PERMANENT RECORDS

After reducing and/or reproducing these records, the District 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 maintain permanently. Historical records will be imaged and the goal is to make them available on line in the future.

SECTION THREE: FUTURE PLANS

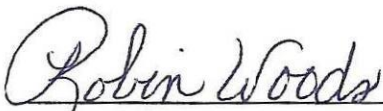
- *The goal of the District Clerk's office:
- *To continue to add records and information to existing computer system
- *Preserve original records by reducing daily manual usage
- *Digitize all official public records
- *Eliminate record searching by having more records available for electronic retrieval

SUMMARY

The District Clerk's office has taken advantage of preserving and maintaining documents with the use of records management and archive fees. These fees are dedicated to that task. The vast majority of the permanent records in the District Clerk's office were paper based and used on a daily basis by the public making them vulnerable to loss, theft and daily wear and tear.

By using the records management and archive fee, we have been able to scan and index these records which preserves these documents at no cost to the County. In addition to preserving these documents, the images are added to our existing system which improves customer service and disaster recovery.

Revenue collected and not expended in the current fiscal year will be carried forward and used toward outstanding balances on the current projects. We will then re-assess and prioritize which records and/or documents need to be completed regarding future projects and obtain new pricing information to achieve new projects, as needed.

A handwritten signature in cursive script that reads "Robin Woods". The signature is written in dark ink and is positioned above a horizontal line.

Robin Woods, District Clerk, Montague County

Kim Jones
Montague County Clerk
P.O. Box 77
Montague, Texas 76251
(940) 894-2461
(940) 894-6601 Fax



RECORDS MANAGEMENT & RECORDS ARCHIVE WRITTEN PLAN FISCAL YEAR 2021/2022

I. Statute

The 77th Texas Legislature passed HB 370 to allow border counties to assess a \$5.00 Records Management and Preservation Fee for the preservation of older records filed with the County Clerk. The 78th Legislature passed SB 1731 amending the original legislation allowing all counties to collect this fee with the Commissioners' Court approval. This legislation amends Local Government Code, § 118.011 (g), to enable the Commissioners' Court to adopt a Records Archive Fee for the preservation and automation of previously filed and recorded records.

The court established a fee of \$5.00 to be collected at the time of filing or recording of any public record with the exception of documents filed by the state. The Montague County Clerk has been collecting this fee.

SB 526 passed by the 79th Texas Legislature repeals the Local Government Code, § 118.025(a)(4) regarding definition of "Records Archive" as public documents filed with the County Clerk before January 1, 1990 and adds language to allow the County Clerk to designate records that are part of records archive plan, with approval of Commissioners' Court in a public meeting. The bill repeals the Local Government Code § 118.011(g), and § 118.025 (k), relating to the expiration date of September 1, 2008.

HB 1513 passed by the 83rd Legislative Session amends § 118.011 (b) and (f) of the Local Government Code to increase the amount of the County Clerk's Records Archives Fee (assessed when a non-court document is presented to the County Clerk for recording or filing) from not more than \$5.00 to not more than \$10.00. The increased fee is set to revert to the "not-more-than \$5.00" amounts on September 1, 2019.

Effective September 1, 2019, the maximum allowable archive fee will be permanent. It was scheduled to be reduced to a maximum \$5 fee on 9/1/19, but SB 658 of the 86th Texas Legislature made the current \$10 maximum allowable amount a permanent figure.

General Provisions: The fee for "Records Management and Preservation" under § 118.011 is for the records management and preservation services performed by the County Clerk after the filing and recording of a document in the records of the office of the Clerk. (d) The fee shall be deposited in a separate records archive account in the general fund of the County. Any interest accrued remains with the account. (e) All expenditures from the records management and preservation account shall comply with Subchapter C, Chapter 262.

The fee for "Records Archive" under § 118.011(f) is for the preservation and restoration services performed by the County Clerk in connection with maintaining a County Clerk's records archive. (d) The fee shall be deposited in a separate records archive account in the general fund of the County. (e) The funds generated from the collection of a fee under this section may be expended only for the preservation and restoration of the County Clerk's records archive. (g) the County Clerk shall prepare an annual written plan for funding the preservation and restoration of the County Clerk's records archive. All expenditures from the records archive account shall comply with Subchapter C, Chapter 262.

II. Purpose

To continue to back scan deed/real records to digital formats to keep from exposing these records from daily usage and deterioration. Although the office is progressive in the preservation of current records by utilizing the Records Management Fee, funding has not been sufficient to electronically preserve, restore, and re-index the older document that have priceless historical value. In order to preserve and enhance the integrity and reliability of the existing system for recording and preserving public documents; the County Clerk seeks to preserve existing original records by restoring or re-creating books, digitizing older microfilm and paper records, re-indexing old handwritten and typed indexed records and importing newly created images and data into the existing computer system.

III. Restoration and Preservation Projects

The goal of the County Clerk's office is to:

Digitize all official public records.

Modernize and upgrade old records systems in the office.

Continue and add records and information to existing computer system.

Eliminate record searching by having more records available for electronic retrieval.

Provide more public information via the Internet.

Preserve original records by reducing daily manual usage.

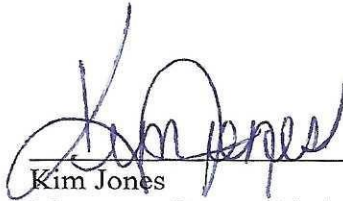
Due to enormous volume of records in the Montague County Clerk's Office, the records management and archive plan projects will be an ongoing process for many years to come.

Summary

The County Clerk's office has taken advantage of preserving and maintaining documents with the use of records management and archive fee. These fees are dedicated to that task. The vast majority of the permanent records in the County Clerk's office were paper based and used on a daily basis by the public making them vulnerable to loss theft, wear, and tear.

These records are preserved by adding the records management and archive fee to cover the cost of scanning and indexing the paper-based documents without additional cost to the County. In addition to preserving the documents, the images are added to our existing system which improves customer service and disaster recovery.

Revenue collected and not expended in the fiscal year will be carried forward and used toward outstanding balances on the current projects. We will then re-assess and prioritize what records and/or documents need to be completed on future projects and obtain new pricing information to achieve those projects, as needed.


Kim Jones
Montague County Clerk





CSC Memorandum of Understanding Agreement

Prepared for: Montague County, TX

Prepared by:

Joe DeLuca

National Account Manager

Prepared on:

August 18, 2021

CSC® 251 Little Falls Drive Wilmington, DE 19808-1674

Phone: 302-232-3725

Fax: 302-636-5454

Web: cscglobal.com

Contents of this proposal are confidential and are presented for the exclusive use of Montague County, TX.

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CSC Memorandum of Understanding Agreement

THIS MEMORANDUM OF UNDERSTANDING, dated August 18, 2021, (this "MOU") is between the **Montague County, TX** Government Recording Office ("GRO") with its principal offices located at **11339 State Hwy 59 N, PO Box 77, Montague, Texas, 76251**, and Corporation Service Company ("CSC"), a Delaware corporation with principal offices located at 251 Little Falls Drive, Wilmington, DE 19808.

The parties acknowledge that Electronic Recording permits its customers ("Submitters") to prepare and sign documents, transmit them in electronic format, and that the transmitted electronic likeness of the original documents can be considered as the "original" record of the transaction in substitution for, and with the same intended effect as, the original paper documents.

For purposes of this MOU, Electronic Recording ("E-Recording") is the electronic submission of documents from CSC to GRO for which GRO will provide CSC an electronic receipt.

Therefore, the parties agree to the following:

GRO's Responsibilities:

GRO shall promptly notify CSC of any material changes to recording requirements or any changes to recording fees.

GRO shall examine the electronic documents and indexing information, and complete the recording process using the electronic documents (the "E-files"). GRO acknowledges that Submitter provides indexing data for convenience and that such indexing data is not required for the E-Recording of documents. GRO shall not reject a document based on the indexing information unless the incorrect indexing information prevents GRO from verifying the document image or correctly calculating the recording fees.

GRO shall monitor the documents received and recorded through E-Recording in an effort to ensure document integrity.

GRO shall test and maintain E-Recording software and hardware required to operate the E-Recording capability. GRO, however, shall be held harmless for any damages resulting from software or equipment failure.

GRO shall apply the same level of diligence in handling E-files as those submitted via hard copy. Documents received on any business day after 5pm local time may be processed the next business day and in the order they were received.

GRO shall not void a document after recording except when required by law and shall immediately notify CSC when GRO voids a recorded document.

CSC's Responsibilities:

CSC shall work to ensure that security measures and credentials implemented are protected from unauthorized access, including by utilizing unique credentials for Submitters.

CSC shall maintain an electronic audit trail of all activity.

CSC shall be responsible for supporting any technical issues associated with E-Recording through their submitting software program. CSC is solely responsible for any and all costs of the system or services that enable CSC to meet the E-Recording program requirements.

CSC will email a daily report to GRO each evening detailing the documents recorded that day and the associated recording fees owed by Submitters ("ePay Report"). Recording fees will be paid daily via ACH by CSC for the E-Files recorded on the prior business day.

General Understanding:

GRO will not incur any liability for the E-files transmitted by CSC to GRO.

GRO will not incur any liability for any breach of security, fraud or deceit as a result of E-Recording.

Neither party shall be liable to the other for (i) any special, incidental, exemplary or consequential damages arising from or as a result of any unintentional delay, omission or error in the E-Recording transmission or receipt; (ii) any failure to perform processing of the E-files where such failure results from any act of God or other cause beyond the party's reasonable control including, without limitation, any mechanical, electronic or communications failure which prevents the parties from transmitting or receiving the E-Recording transactions.

The parties will attempt in good faith to resolve claims arising out of or relating to E-Recording either through negotiation or mediation prior to initiating litigation.

The parties acknowledge that the electronic recording process is an emerging technology and that state and national standards will continue to evolve. To further the technology and the E-Recording process, all parties agree to meet to discuss changes and additions to this MOU.

This MOU shall not be deemed to create a partnership between CSC and GRO in their respective endeavors, nor cause them to be considered members of any joint enterprise.

ENTIRE AGREEMENT. Except as expressly provided otherwise herein, this MOU, together with Attachment A, Technical Specifications, and Attachment B, Contact Information, represents the entire agreement between the parties.

TERMINATION. Either party may terminate this MOU without cause with 30 days written notice to the other party. CSC remains responsible for payment of fees for the filing and recordation of documents prior to the effective date of termination.

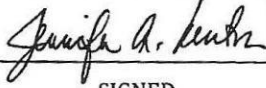
NO WARRANTIES/RELEASE OF LIABILITY. Absent gross negligence or willful misconduct, CSC agrees to release the GRO from any liability in connection with the E-Recording of documents under this MOU. Parties to E-Recording understand that there are no warranties, express or implied, in connection with such transactions or E-files.

GOVERNING LAW. Without regard to state conflict of law provisions, the parties agree that this MOU shall be governed by the laws of the state in which the E-files are recorded, as if this MOU were a contract wholly entered into and wholly performed within that state. Any action to enforce this MOU or any matter related to this MOU shall be brought in any federal or state court within the state in which the E-files are recorded.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed by their duly authorized representatives as of the Effective Date.

CORPORATION SERVICE COMPANY

MONTAGUE COUNTY, TX



SIGNED

SIGNED

Jennifer Kenton

PRINT NAME

PRINT NAME

Executive Vice President

TITLE

TITLE

August 18, 2021

DATE

DATE

Attachment A

Technical Specifications

E-Recording involves three levels of automation, which are described as follows:

Model 1 Submitters transmit the E-files of executed original documents (the "Original Copies") to the GRO. The GRO performs an electronic examination of the E-files and then completes the recording process using the E-Files. The E-files of the recorded document are returned electronically to the Submitters.

Model 2 Submitters transmit E-files of Original Copies along with electronic indexing information to the GRO. The GRO performs an electronic examination of the E-files and indexing data, and then completes the recording process using the E-files and electronic indexing information. The E-files are returned electronically to Submitters along with the electronic recording data.

Model 3 Submitters transmit documents which have been created, signed and notarized electronically along with the electronic indexing information. The GRO performs an electronic examination of the E-files and indexing information then completes the recording process using the E-files.

1) Format of the transmitted File:

PRIA file format standard will be used. Images will be in single page Group IV TIFF format

2) Communications Protocol and Options:

TCP/IP, HTTP and HTTPS

3) Security Framework:

Encryption will be 128bit file and image encryption. SSL and user login/password will be employed.

4) Returned File Format:

PRIA file format standard will be used. Images will be in single page Group IV TIFF format.

5) Models (or Levels) of Recording Supported:

Models 1, 2 and 3 are supported.

6) Electronic Signatures and Use of Digital Certificates:

The use of Electronic or Digital signatures, notary seals, and notary signatures are supported but are not required. CSC must work with the GRO to accommodate their use. Digitized signatures, notary signatures, and notary seals are immediately acceptable.

7) Indexing Requirement and Imaging Standards:

Will be determined by CSC and the GRO during the implementation process.

8) Acceptance/Rejection of Documents:

Submitted documents that are accepted for recording will be provided to CSC by GRO in electronic format after acceptance. Confirmation of acceptance and recordation by GRO will be provided to CSC in electronic format after recordation is complete. This confirmation will include the document image and GRO recording data. GRO reserves the right to make changes to the index at a later date.

GRO will return rejected documents to CSC in electronic format after rejection, along with a description of the reason(s) for rejection. CSC will electronically return the documents to the Submitter for correction and resubmission.

CSC agrees to provide the transmission to the GRO following the specifications outlined. CSC understands that the specifications may change from time to time. In the event changes to the specification are required, the GRO will provide a written notice to the CSC within a reasonable timeframe.

Attachment B

Contact Information

Primary Contact Name:

Primary Contact Phone:

Primary Contact Email:

Additional Contact Names, Phone, Email:

Daily Reports will be sent to:

Additional recipients of Daily Reports (Name, Email):

Vendor Contacts:

1) System/Ops Support:

Or csc-help@cscglobal.com

2) Billing/Accounting Support:

Please contact csc-accounting@cscglobal.com

3) Additional Vendor Contacts:

Reggie Rogers, Operations Mgr. reggie.rogers@cscglobal.com (800) 927-9801 x64147

Tyler Worf, Operations Mgr. tyler.worf@cscglobal.com (800) 927-9801 x64131

THE STATE OF TEXAS PAYMENT INFORMATION



INVOICE NUMBER	INVOICE DATE	INVOICE DESCRIPTION	DOCUMENT	INVOICE AMOUNT
MANUAL UP WARRANT		UNCLAIMED PROPERTY	9NCA0128	19,919.19

ISSUE DATE: 08/23/2021

WARRANT TOTAL: \$19,919.19

PAYEE NUMBER: 1XXXXX10781 MAIL CODE: 026

WARRANT NUMBER: 143933824

PAYEE NAME: MONTAGUE COUNTY JUDGE

— NON-NEGOTIABLE —

For questions about this payment or to sign up for Direct Deposit, please contact your paying agency:

COMPTROLLER - STATE FISCAL

512-463-4561

WOULD YOU LIKE TO VIEW:

- Your state payment history and download it?
- The invoice number and description information for a payment?
- The phone number and contact information of the paying agency?

You can view all of this and more on the Search State Payments Issued website. Go to COMPTROLLER.TEXAS.GOV, and click on 'State Payments Issued.' For short how-to videos on using the Search State Payments Issued website, click on the 'About' tab, then 'Video Library' under 'News and Media.'

Also consider enrolling in direct deposit. It's easy, fast and secure. Contact the paying agency named on this payment stub to sign up today.

Printed by Texas Comptroller of Public Accounts
(512) 936-8138 or www.TexasPayeeResources.org

▼ Detach here before depositing ▼



TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

AUGUST 24, 2021

TREASURY WARRANT NO.

143933824

082321 1XXXXX10781 026 0001 902 9NCA0128
PAYING AGENCY 512-463-4561 COMPTROLLER - STATE FISCAL

Pay NINETEEN THOUSAND NINE HUNDRED NINETEEN DOLLARS AND 19/100

\$ 19,919.19

To MONTAGUE COUNTY JUDGE
PO BOX 475
MONTAGUE, TX 76251-0475

Glenn Hegar
Comptroller of Public Accounts

VOID AFTER 08/31/2023

304 114900164 143933824



Montague County

Commissioners

P.O. Box 475
Montague Texas 76251

940-894-2556 Phone

940-894-3999 Fax

September 16, 2021

Jennifer Essary
Montague County Auditor
P.O. Box 56
Montague, Texas 76251

RE: Distribution of the Unclaimed Property Capital Credits Funds from the Texas Comptroller of Public Accounts in Compliance with Section 381.004 of the Texas Local Government Code

Dear Jennifer,

On September 13, 2021, the Montague County Commissioners Court approved checks in the amount of \$3,750.00 be made payable to the Bowie Public Library, Nocona Public Library and the Saint Jo Public Library mailed to the following addresses.

Bowie Public Library
301 Walnut Street
Bowie, Texas 76230

Nocona Public Library
100 Cooke Street
Nocona, Texas 76255

Saint Jo Public Library
P.O. Box 517
Saint Jo, Texas 76265

If you have any questions or need additional information, please advise,

Kevin L. Benton
Montague County Judge



Montague County

Commissioners

*P.O. Box 475
Montague Texas 76251*

940-894-2556 Phone

940-894-3999 Fax

September 16, 2021

Jennifer Essary
Montague County Auditor
P.O. Box 56
Montague, Texas 76251

RE: Distribution of the Unclaimed Property Capital Credits Funds from the Texas Comptroller of Public Accounts in Compliance with Section 381.004 of the Texas Local Government Code

Dear Jennifer,

On September 13, 2021, the Montague County Commissioners Court approved a Check made payable to Leadership Montague County, P.O. Box 136, Montague, Texas 76251. In the amount of \$3,750.00.

If you have any questions or need additional information, please advise,

Kevin L. Benton
Montague County Judge



- **Optional Coverages** – This tab is used to report your decisions regarding optional coverage for certain categories of personnel and volunteers. Only changes need to be reported, if all is staying the same no need to make selections. *Please note: addition or removal of Optional Coverage under Chapter 504 Labor Code requires a Commissioners Court resolution with majority vote. Instructions regarding how to report payroll for optional coverages may be found in the classification resource guide.*
- **Employee Concentration** – This tab is to report the number of employees working within each of your buildings. Please indicate if location is being removed, provide updated employee count, and add any new locations.
- **Aircraft and Aircraft and Pilot Info Cont** – *Please note:* These tabs only need to be completed if you own or lease an aircraft and if you employ any pilots.
- **Watercraft Info** – *Please note:* The tab only needs to be completed if you own, lease or charter any watercraft over 26 feet in length.
- **Workers' Compensation Alliance Election Form** – *Please note:* The form only needs to be completed, if you wish to make changes to your current Alliance participation. Should you choose to use this cost saving network, you will receive a 4% discount on your renewal.

Please complete the worksheets in the attached Excel workbook, save the document, and submit the completed workbook by replying to the email with the workbook attached. If you need help completing the **Workers' Compensation Renewal Questionnaire**, please contact me at 800-456-5974 or yolandam@county.org.

We value your membership in the TAC Risk Management Pool and look forward to another successful year! Please do not hesitate to contact me if you would like to discuss your coverage options.

Sincerely,

Yolanda Mondragon
Member Service Representative



**POLITICAL SUBDIVISION WORKERS' COMPENSATION ALLIANCE
ELECTION FORM**

ONLY COMPLETE IF MAKING CHANGES TO CURRENT SELECTION

OPTIONS		Effective Date
I elect to participate in the Political Subdivision Workers' Compensation Alliance.	<input type="checkbox"/>	
I elect not to participate in the Political Subdivision Workers' Compensation Alliance.	<input type="checkbox"/>	

Member Name

Signature of Pool Coordinator

Printed Name and Title

Date



TEXAS ASSOCIATION of COUNTIES RISK MANAGEMENT POOL

Workers' Compensation Renewal Questionnaire

Montague County

Coverage Period: January 1, 2022 through January 1, 2023

Thank you for participating in the TAC Risk Management Pool's Workers' Compensation program. As we prepare your renewal, there are a few questions we need you to answer so that we can provide you the most comprehensive and cost effective coverage possible. Pursuant to the Interlocal Participation Agreement, Section 4. Annual Contribution, 4.01 requires that the member timely submit to the Pool documentation necessary for the Pool to properly underwrite the renewal. To ensure that we have up-to-date information, please fill out each page completely and make any changes directly to this document. You can also provide supplemental sheets as necessary. NOTE: Omitted information may result in an exclusion from coverage.

We value your membership in the TAC Risk Management Pool and look forward to another successful year! If you have any questions or need help completing the Renewal Questionnaire, please contact your Member Services Representative (listed below) at 800-456-5974.

Member Service Representative: Ms. Yolanda Mondragon

Email: yolandam@county.org

Pool Coordinator/Workers' Compensation Coordinator

Our records indicate that the Member has designated the individual below as the contact for this coverage. In accordance with the terms of the Interlocal Participation Agreement, the Pool Coordinator has express authority to represent and to bind the Member, and the Pool will not be required to contact any other individual regarding matters arising from or related to this Agreement. If the Member wishes to change or update the Pool Coordinator information, please make the necessary changes below.

Contact: Miss Angelia Richardson

Email: arichardson@co.montague.tx.us

Office Phone Number: (940) 894-2401

Fax Number:

Mailing Address: PO Box 475

City, State, Zip: Montague, TX, 76251-0475

General Information

	Yes or No
1. Do you use a manned aircraft in any capacity?	NO
If Yes: Are your pilots employees?	
If yes, please complete the Aircraft and Aircraft and Pilot info tabs.	
Are your pilots volunteers?	
If yes, and you desire to include Workers' Compensation coverage please complete the Aircraft and Aircraft and Pilot info tabs.	
2. Do you have operations involving the loading, unloading, repair, or construction of watercraft or vessels, including work performed on barges or docks?	NO
3. Do you own, operate, or maintain a railroad, or own, lease, operate, or repair railroad equipment?	NO
4. Do you engage in manufacturing, handling, transporting, distributing, or storing explosives or explosive substances (other than gasoline)?	NO
5. Do you perform any underground, subaqueous, or tunneling operations?	NO
6. Do you provide group transportation for employees to and from the workplace?	NO
If Yes:	
* Average number of employees in a vehicle per trip:	
* Maximum number of employees in a vehicle per trip:	
* Average number of daily trips:	
7. Do you have a County Fire Department that contracts with the state or National Forest Service to fight wildland fires?	NO
If Yes: Please advise in the last 5 years for each fire the number of employees and duration in the explanation box below.	
For any "Yes" responses to the questions above, please provide a brief explanation:	

Unreported Claims

	Yes or No
1. Are you, or any officer or employee, aware of, or have knowledge of any circumstance, occurrence, fact or event which is likely to be a basis of a claim, either now or in the future?	NO
If yes, please describe:	
2. Has the situation been reported to TAC Claims Department?	

Acknowledgement and Acceptance

Member Name:Montague County

Member acknowledges that the information submitted in this questionnaire is true and accurate, including all known potential claims. The information submitted may be used by the Pool in processing the renewal and in assessing the coverage needs of the Member. The questions posed, or any wording of the questionnaire, should not and may not be relied upon by the Member as implying that coverage exists for any particular claim or class of claims. The only coverage provided by the Pool to the Member is as described in the applicable Coverage Document, including any endorsements and the Contribution and Coverage Declaration, issued to a covered Member.

If the Member makes no changes, the Pool will assume the Member is reporting for the same information as in the previous applicable Coverage Period. The Member understands that any failure to fully and accurately answer the questionnaire and any attached documents may result in denial of coverage provided by the Pool.

Signature of County Judge or presiding official of the Political Subdivision

Date

Please enter the estimated payroll and the number of employees for calendar year 2022 in the highlighted columns.

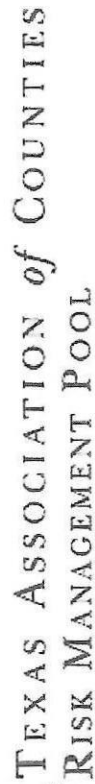
Only include payroll for Elected Officials if your Commissioners Court has selected this Optional Coverage. For Optional Coverages, refer to the next tab for instructions on reporting this payroll.

Member Name : Montague County

Coverage Period: January 1, 2022 through January 1, 2023

Rating Class Code	Rating Class Description	2020 Actual Payroll +2%	Current Number of Employees	Current Number of Volunteers	Estimated 2022 Payroll Amount	Estimated 2022 Number of Employees	Note
07422	Aircraft Ambulance						
07418	Aircraft Oper. (Patrol, Ambulan)						
07423	Airport						
07721	Ambulance						
09016	Amusement Park, Exhibition Center						
08391	Auto Mechanics						
09014	Bldg. Maintenance & Janitors	\$85,267	2		85,095.00	2	
05403	Carpentry (NOC)						
09220	Cemetery Operations						
04511	Chemical Analyst/Assayers						
08809	Chief Of Commissions & Directors						
08810	Clerical	\$1,257,331	29		1,279,081.00	29	
05606	Co. & Drain Dist. Commissioners	\$245,384	4		248,384.00	4	
08006	Commodity Dist.-Retail Grocery						
05203	Concrete Construction-Bridges						
07380	Drivers						
08811	Election Personnel						
05190	Electrical Wiring W/In Buildings						
08601	Engineers, Surveyors						
07704	Firefighters & Drivers						
09402	Garbage Collection & Drivers						
06319	Gas/Water Main Connection Constr						
09060	Golf Course						
08828	Homemaker Service						
08833	Hospital Professional & Clerical						
09040	Hospital, All Others						
09033	Housing Authority & Drivers						
09032	Housing Authority Mgrs & Empls						
04519	Insect Control						
08709	Inspectors, Samplers, Or Weighers Of Merchandise On Vessels Or Docks Classification						
06229	Irrigation/Drainage Construct.						
08812	Jurors	\$15,300	500		15,300.00	500	
08742	Juv Probation, Collectors, Sales	\$551,291	11		559,541.00	11	
07722	Juvenile Detention Officers						
06219	Landfill Operation & Drivers, Excavation NOC						
07590	Landfill, Garbage Reduction						
07720	Law Enforcement	\$1,737,553	37		1,765,303.00	37	
08820	Law Office	\$342,866	6		347,366.00	6	
08838	Library/Museum-Prof. & Clerical						
08829	Nursing Home Employees						
05191	Office Technician						
09015	Parking Lots & Drivers						
09102	Parks & Recreation						
08227	Permanent Yard Employees						
08832	Physician Med.Lab. Minor Emer. Clinic						
04299	Printing						
08264	Recycling Or Shredding Workers & Drivers						
09079	Restaurant, Food Preparation						
05506	Road Employees-Paving, Repaving	\$1,013,689	34		1,024,563.00	35	
09101	Schools - All Other Employees						
07580	Sewage Disposal Plant Operations						

Rating Class Code	Rating Class Description	2020 Actual Payroll +2%	Current Number of Employees	Current Number of Volunteers	Estimated 2022 Payroll Amount	Estimated 2022 Number of Employees	Note
07327	Stevedoring						
08017	Store Clerks						
09061	Swimming Pools						
09019	Toll Bridge Employees						
08831	Vet Hospital & Animal Control						
08859	Volunteers - All Others						
08857	Volunteers - Emergency Medical Personnel						
08855	Volunteers - Fire Fighters						
08856	Volunteers - Law Enforcement	\$42,432		8	42,432.00		
08292	Warehousing NOC And Driver						
07520	Waterworks Operation & Drivers						
03365	Welder						
08868	Youth & Community Cntr Directors						



Location(s)



Jeanmarie Baer
Partner
P.O. Box 8188
Wichita Falls, Texas 76307
p: 940-723-4323
f: 940-723-8553
w: www.pbfcml.com

August 23, 2021

Kathy Phillips
Montague County Tax Office
P O Box 8
Montague TX 76251

Re: Lots 30, 31, 274, 283 & 368, Block 1, Oak Shores (Bid enclosed)

Enclosed, please find the Tax Resale Deed regarding the above referenced properties. These properties are held in trust by the taxing entities. The resale bid needs to be added to the commissioner's court agenda to see if the commissioners will accept these bids. If these bids are approved by the commissioner's court, then please sign the Tax Resale Deed and return to our office.

Please call if you have any questions regarding this matter.

Cordially,

Darla Allen
Legal Assistant

I, Wayne Cannaday PHONE 940-235-5518

I WILL give \$150.00 For Lot 30 of DAK Shores

I WILL Give \$150.00 For Lot 31 of DAK Shores

I WILL Give \$150.00 For Lot 283 of DAK Shores

I WILL Give \$150.00 For Lot 274 of DAK Shores

I WILL Give \$150.00 For Lot 368 of DAK Shores

Nocoma Tx

my add 574 Walnut Rd DAK Shores Zip 76255

Lot 30 - 2015-0227m-cv

Lot 31 - " "

Lot 283 - 2017-0386m-cv

Lot 274 - 2017-0269m-cv

Lot 368 - 2017-0213m-cv

Wayne Cannaday

574 Walnut Rd

Nocoma TX 76255

940-235-5518

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OF THE FOLLOWING INFORMATION FROM THIS INSTRUMENT BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

STATE OF TEXAS

§
§
§

TAX RESALE DEED

COUNTY OF MONTAGUE

KNOW ALL MEN BY THESE PRESENTS that the NOCONA INDEPENDENT SCHOOL DISTRICT, TRUSTEE, the NOCONA HOSPITAL DISTRICT, FARMER'S CREEK WATER DISTRICT and MONTAGUE COUNTY, acting by and through its duly elected officials by resolution duly proposed and adopted in the manner required by law ("GRANTORS") as authorized by Section 34.05, Texas Property Tax Code, for and in consideration of the sum of SEVEN HUNDRED AND FIFTY DOLLARS AND 00/100 (\$750.00), in hand paid by WAYNE CANNADAY ("GRANTEE") the receipt of which is hereby acknowledged and confessed, has conveyed and quitclaimed and by these presents do convey and quitclaim unto said grantee all right, title and interest of the NOCONA INDEPENDENT SCHOOL DISTRICT, NOCONA HOSPITAL DISTRICT, FARMER'S CREEK WATER DISTRICT and MONTAGUE COUNTY in the property herein conveyed, acquired by tax foreclosure sale heretofore held in Cause No. 2015-0227M-CV, styled Montague County, et al vs. Constance Willis, Cause No. 2017-0386M-CV, styled T. R. Alexander, et al, Cause No. 2017-0213M-CV, styled Montague County, et al vs. Gary E. Miller, Sr., aka Gary Ernest Miller and Cause No. 2017-0269M-CV, styled Montague County, et al vs. H. L. Billmeier, et al, said property being described as:

Tract 1: Lot 30, Block 1, Oak Shores Subdivision, a subdivision in Montague County, Texas;

Tract 2: Lot 31, Block 1, Oak Shores Subdivision, a subdivision in Montague County, Texas;

Tract 3: Lot 283, Block 1, Oak Shores Addition, an addition in Montague County, Texas;

Tract 4: Lot 368, Block 1, Oak Shores Addition, Montague County, Texas;

Tract 5: Lot 274, Block 1, Oak Shores Addition, an addition in Montague County, Texas;

This conveyance is made and accepted subject to the following matters to the extent that the same are in effect at this time: any and all rights of redemption, restrictions, covenants, conditions, easements, encumbrances and outstanding mineral interests, if any, relating to the hereinabove described property, but only to the extent they are still in effect, shown of record in the hereinabove mentioned County and State, and to all zoning laws, regulations and ordinances of municipal and/or other governmental authorities, if any but only to the extent that they are still in effect, relating to the hereinabove described property.

TO HAVE AND TO HOLD said premises, together with all and singular the rights, privileges and appurtenances thereto in any manner belonging unto the said WAYNE CANNADAY, his heirs and assigns forever, so that neither the NOCONA INDEPENDENT SCHOOL DISTRICT, NOCONA HOSPITAL DISTRICT, FARMER'S CREEK WATER DISTRICT, nor MONTAGUE COUNTY, nor any person claiming under it or them shall at any time hereafter have, claim or demand any right or title to the aforesaid premises or appurtenances, or any part thereof.

Grantee accepts the property without warranty and in "AS IS, WHERE IS" condition and subject to any environmental conditions that might have or still exist on said property, and subject to any title defects and deficiencies, and subject to the right of redemption, if any, provided under the Texas Property Tax Code.

Taxes for the current year are assumed by Grantee.

This conveyance is made and accepted subject to the following matters to the extent that the same are in effect at this time: any and all rights of redemption, restrictions, covenants, conditions, easements, encumbrances and outstanding mineral interests, if any, relating to the hereinabove described property, but only to the extent they are still in effect, shown of record in the hereinabove mentioned County and State, and to all zoning laws, regulations and ordinances of municipal and/or other governmental authorities, if any but only to the extent that they are still in effect, relating to the hereinabove described property.

IN TESTIMONY WHEREOF, THE NOCONA INDEPENDENT SCHOOL DISTRICT, TRUSTEE, the NOCONA HOSPITAL DISTRICT, FARMER'S CREEK WATER DISTRICT and MONTAGUE COUNTY, has caused these presents to be executed this _____ day of _____, 20__.

ATTEST:

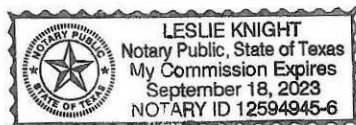
Pat Keck
Secretary, Board of Trustees

NOCONA INDEPENDENT SCHOOL DISTRICT

By: [Signature]
President, Board of Trustees

STATE OF TEXAS §
COUNTY OF MONTAGUE §

This instrument was acknowledged before me on the 26 day of July, 2021, by the President of the Board of Trustees for the Nocona Independent School District as the act of the Nocona Independent School District.



[Signature]
Notary Public, State of Texas

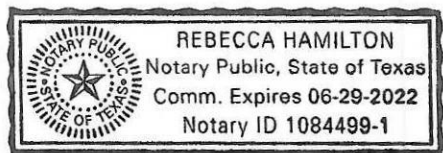
ATTEST: [Signature]
Secretary, Board of Trustees

NOCONA HOSPITAL DISTRICT

By: [Signature]
President, Board of Trustees

STATE OF TEXAS §
COUNTY OF MONTAGUE §

This instrument was acknowledged before me on the 17th day of August, 2021, by the President of the Board of Trustees for the Nocona Hospital District as the act of the Nocona Hospital District.



[Signature]
Notary Public, State of Texas

ATTEST:

FARMER'S CREEK WATER DISTRICT

Secretary, Board of Trustees

By: _____
President, Board of Trustees

STATE OF TEXAS §
COUNTY OF MONTAGUE §

This instrument was acknowledged before me on the ____ day of _____, 2021, the President of the Board of Trustees for the Farmer's Creek Water District as the act of the Farmer's Creek Water District.

Notary Public, State of Texas

COUNTY OF MONTAGUE

ATTEST:

County Clerk

By: _____
County Judge

STATE OF TEXAS §
COUNTY OF MONTAGUE §

This instrument was acknowledged before me on the ____ day of _____, 2021, by the
County Judge of Montague County as the act of Montague County.

Notary Public, State of Texas

GRANTEE'S ADDRESS:
WAYNE CANNADAY
574 WALNUT RD
NOCONA, TX 76255



Jeanmarie Baer
Partner
P.O. Box 8188
Wichita Falls, Texas 76307
p: 940-723-4323
f: 940-723-8553
w: www.pbfcml.com

August 26, 2021

Kathy Phillips
Montague County Tax Office
P O Box 8
Montague TX 76251

Re: Cause No. 2016-0500M-CV; Bowie ISD vs. Sandra Sue Boyd & Patricia Posey
1308 N. Hwy 81 – Bid \$4,000

Enclosed, please find the Tax Resale Deed regarding the above referenced property. This property is held in trust by the taxing entities. The resale bid needs to be added to the commissioner's court agenda to see if the commissioners will accept this bid. If the bid is approved by the commissioner's court, then please sign the Tax Resale Deed, and return to our office.

Please call if you have any questions regarding this matter.

Cordially,

Darla Allen
Legal Assistant

Notice of confidentiality rights: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records: your social security number or your driver's license number.

TAX RESALE DEED

STATE OF TEXAS §

COUNTY OF MONTAGUE § KNOW ALL MEN BY THESE PRESENTS THAT:

WHEREAS, the CITY OF BOWIE, acting by and through its' Mayor, the BOWIE INDEPENDENT SCHOOL, acting by and through the President of its' Board of Directors and MONTAGUE COUNTY, acting by and through its' County Judge, as authorized by Section 34.05, Texas Property Tax Code, for and in consideration of the sum of **FOUR THOUSAND DOLLARS (\$4,000.00)** in hand paid by **KEVIN MATHEWS**, Purchaser and Grantee, the receipt of which is hereby acknowledged and confessed, have conveyed and quitclaimed and by these presents do convey and quitclaim unto said Purchaser all right, title and interest of the CITY OF BOWIE, the BOWIE INDEPENDENT SCHOOL DISTRICT and MONTAGUE COUNTY, all taxing units interested in the tax foreclosure judgment against the property herein conveyed, acquired by tax foreclosure sale heretofore held in Cause No.2016-0500M-CV and described as:

Tract 1: Lot 6, Garlington Tract, (Abstract 784 Block 2856, TE&L Co. Sur., Montague County, Texas, as more particularly described in a deed recorded in Volume 922 at page 383 filed in the office of the County Clerk in the Deed Records of Montague County, Texas (1308 N Hwy 81).

TO HAVE AND TO HOLD said premises, together with all and singular the rights, privileges and appurtenances thereto in any manner belonging unto the said **KEVIN MATHEWS**, his heirs and assigns forever, so that neither the CITY OF BOWIE, the BOWIE INDEPENDENT SCHOOL DISTRICT and MONTAGUE COUNTY, nor any other taxing unit interested in said tax foreclosure judgment, nor any person claiming under it and them, shall at any time hereafter have, claim or demand any right or title to the aforesaid premises or appurtenances, or any part thereof.

Grantee accepts the properties without warranty and in "AS IS, WHERE IS" condition and subject to any environmental conditions that might have or still exist on said property, and subject to any title defects and deficiencies, and subject to the right of redemption, if any, provided under the Texas Property Tax Code.

Taxes, if any, for the present year are to be paid by the Purchaser.

This conveyance is expressly subject to any existing right of redemption remaining in the former owner of the properties under the provisions of law.

IN TESTIMONY WHEREOF, the CITY OF BOWIE, the BOWIE INDEPENDENT SCHOOL DISTRICT and MONTAGUE COUNTY have caused these presents to be executed this ____ day of _____, 2021.

ATTEST:

CITY OF BOWIE

City Secretary

By: _____
Gaylynn Burris, Mayor

THE STATE OF TEXAS §
COUNTY OF MONTAGUE §

BEFORE ME, the undersigned authority, on this day personally appeared Gaylynn Burris, Mayor of the City of Bowie, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed same for the purposes and consideration therein expressed as the act of the City of Bowie.

Given under my hand and seal of office this ____ day of _____, 2021.

Notary Public in and for the State of Texas

ATTEST:

BOWIE INDEPENDENT SCHOOL DISTRICT

Secretary, Board of Trustees

By: _____
Jacky Betts, President, Board of Trustees

THE STATE OF TEXAS §
COUNTY OF MONTAGUE §

BEFORE ME, the undersigned authority, on this day personally appeared Jacky Betts, President, Board of Trustees, Bowie Independent School District, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed same for the purposes and consideration therein expressed as the act of the Bowie Independent School District.

Given under my hand and seal of office this ____ day of _____, 2021.

Notary Public in and for the State of Texas

ATTEST:

MONTAGUE COUNTY

County Clerk

By: _____
Kevin Benton, County Judge

THE STATE OF TEXAS §
COUNTY OF MONTAGUE §

BEFORE ME, the undersigned authority, on this day personally appeared Kevin Benton, County Judge, Montague County, Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed same for the purposes and consideration therein expressed as the act of the County of Montague.

Given under my hand and seal of office this ____ day of _____, 2021.

Notary Public in and for the State of Texas

Grantee's Address:

**KEVIN MATHEWS
1302 HWY 81 NORTH
BOWIE TX 76230**