

PANOLA COUNTY SHERIFF'S OFFICE

Office: 903.693.0333
Fax: 903.693.9366

314 W. Wellington
Carthage, Texas 75633



Sheriff Kevin Lake

January 27, 2020

The Honorable LeeAnn Jones
Panola County Judge
110 S. Sycamore
Carthage, Texas 75633

Dear Judge Jones,

Please add the following item(s) to the next scheduled meeting of the Panola County Commissioner's Court:

Please record the retirement of John Depresca as Chief Deputy for the Panola County Sheriff's Office effective February 7, 2020.

Please record the appointment of John Depresca as a Reserve Deputy for the Panola County Sheriff's Office effective February 8, 2020.

Please record a change in assignment for Jeff Ivy from Criminal Investigator to Chief Deputy for the Panola County Sheriff's Office at the budgeted salary amount effective February 8, 2020.

Please record a change in assignment for Chadd Gray from Patrol Deputy to Criminal Investigator for the Panola County Sheriff's Office at a pay rate of \$22.33 per hour effective February 8, 2020.

Please record the employment of Jesus Martinez as a Patrol Deputy for the Panola County Sheriff's Office at a pay rate of \$21.92 per hour effective February 13, 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "K Lake".

Kevin Lake
Sheriff

KL/lw

CC: Jennifer Stacy
Joni Reed

Honesty, Integrity, Service



LINDSEY SMITH
DISTRICT CLERK
PANOLA COUNTY

January 30, 2020

Honorable Lee Ann Jones,
County Judge
County Commissioners
Panola County Courthouse
Carthage, Texas 75633

Re: Increase in pay for Brynne Tate

Please record an increase in pay for Brynne Tate, Deputy District Clerk to \$15.85 per hour effective February 3, 2020.

Respectfully submitted,

A handwritten signature in blue ink that reads "Lindsey Smith". The signature is written in a cursive, flowing style.

Lindsey Smith
District Clerk

Cc: Jennifer Stacy, Auditor
Joni Reed, Treasurer

NOTICE OF PROPOSED INSTALLATION
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Rockcliff Energy Operating LLC
(COMPANY NAME) proposes to place a

4.5 inches
(PIPE SIZE) line within the Right-of-Way

of County Road: 3224, 331 + 3311 as follows:
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.
Installation shall be made by boring a total length of 80^{feet}, 85^{feet}, 95^{feet} line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown by the copies of the drawings attached to this notice. The line will be constructed and maintained on the County Right-of-Way as directed by the County Commissioners in accordance with current Panola County Specifications.

Construction of this line will begin on or after the 15th day of
February, 2017.
2020

FIRM: Rockcliff Energy Operating LLC
BY: Jeff O. McClure
TITLE: Sr. Surface Landman
ADDRESS: 1301 McKinney, Suite 1300
Houston, TX 77010
PHONE: (318) 278-9933

APPROVAL

February 4, 2020

TO: Rockcliff Energy Operating, LLC
Attn: Jeff McClure
1301 McKinney, Suite 1300
Houston, TX 77010

RE: **CR #3224, #331, & #3311**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **4.5" lines** within the right-of-way of County Roads **#3224, #331, #3311** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

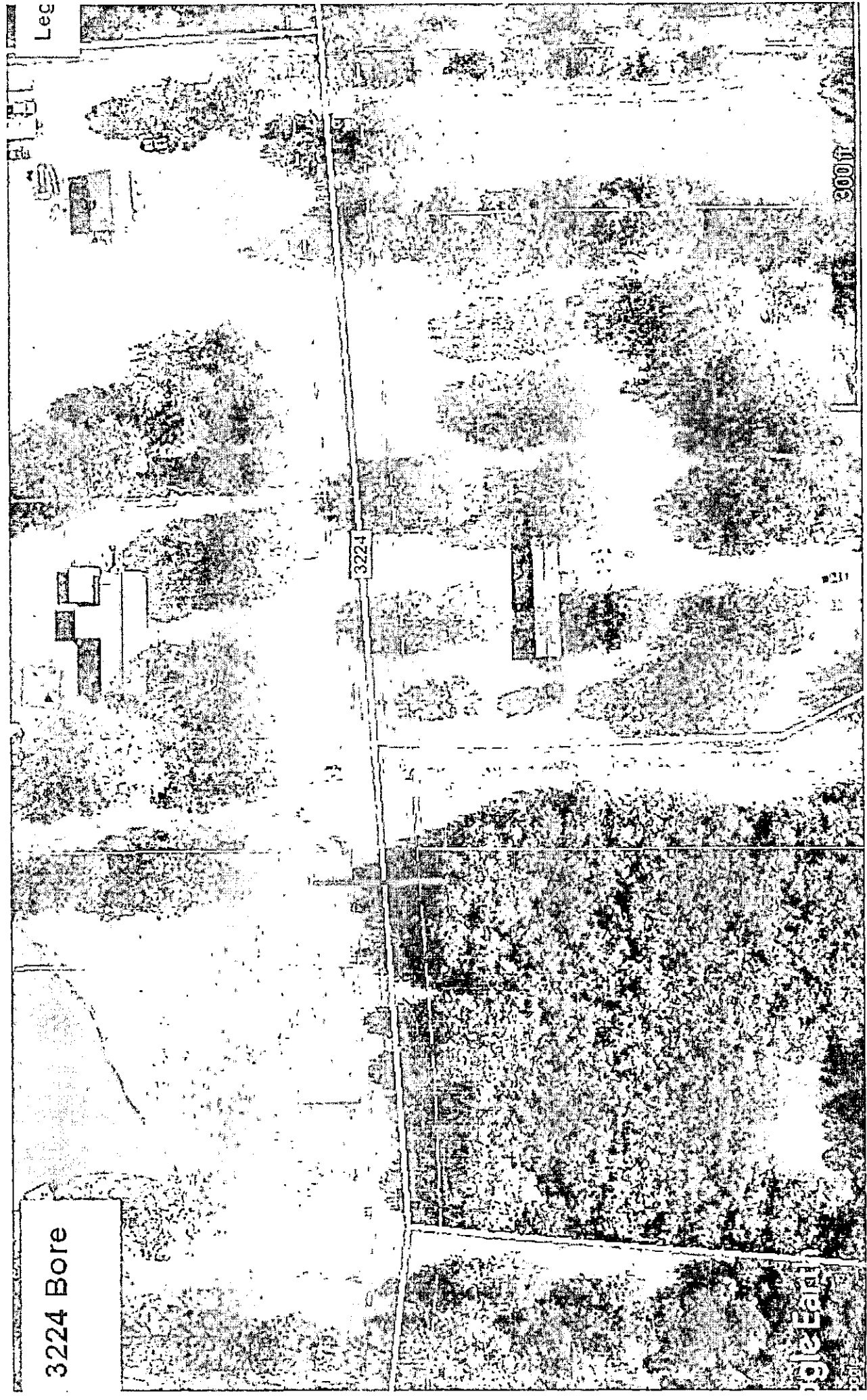
1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.

5. Parallel line will be installed as near the right-of-way lines as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.
6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved: 
COUNTY JUDGE

COMMISSIONERS:

Precinct #1	Ronnie LaGrone
Precinct #2	David A. Cole
Precinct #3	Craig M. Lawless
Precinct #4	Dale LaGrone



Leg

300ft

3224

3224 Bore

300ft

3224 Bore

red out view

Leg

3224

1000ft

Google Earth

Google



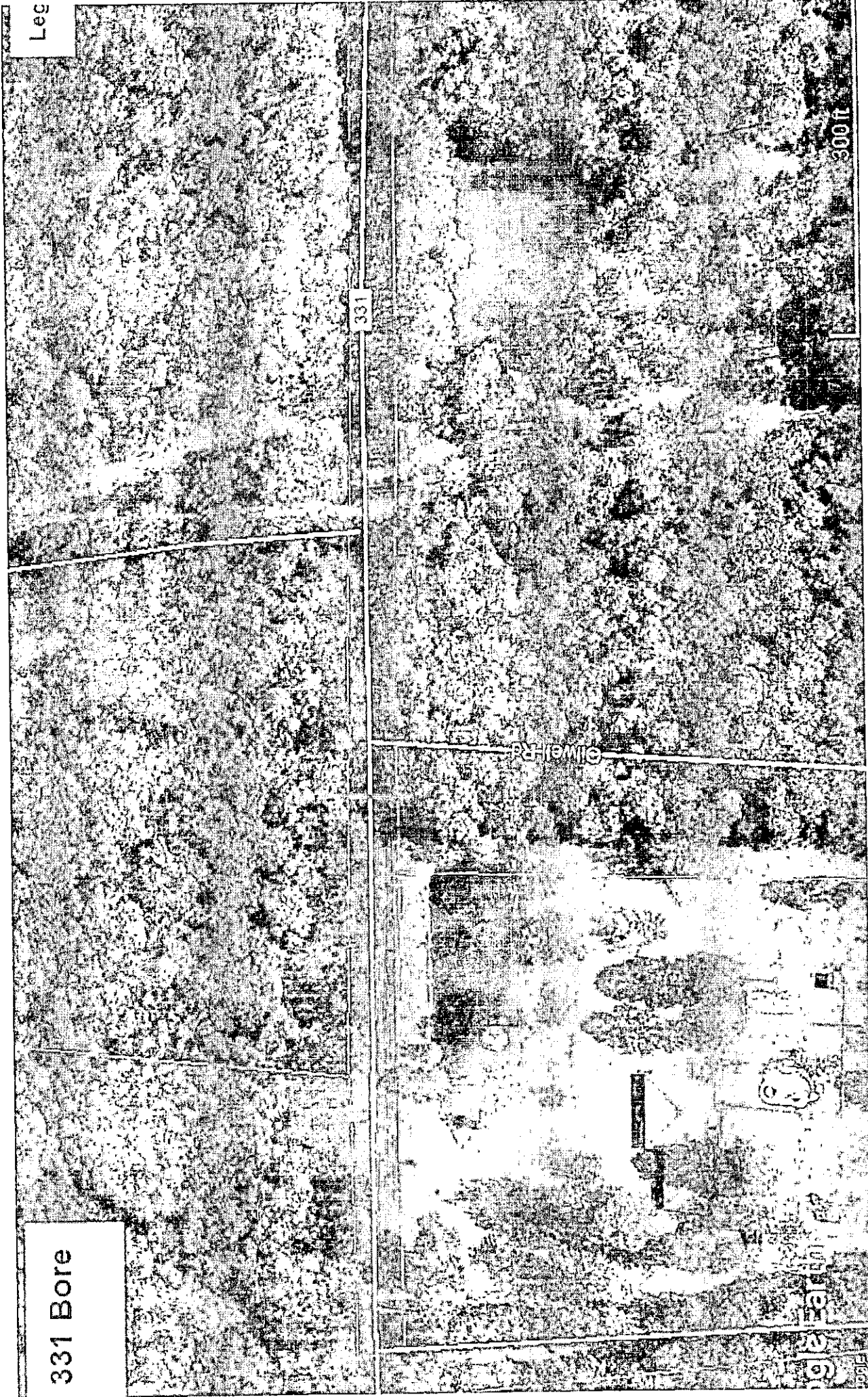
Leg

331 Bore

331

Elmwood Rd

300 ft



331 Bore

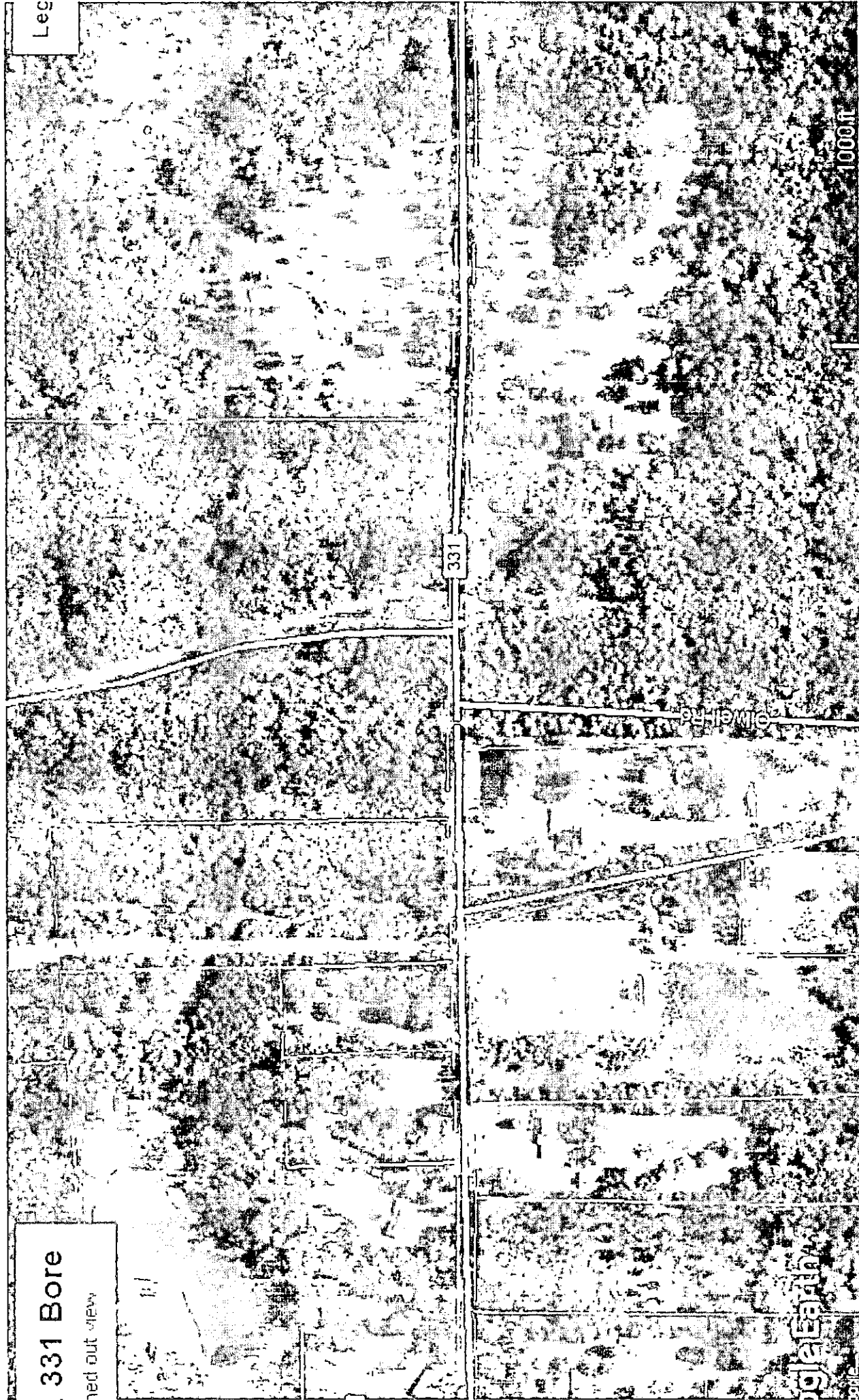
red out view

Leg

331

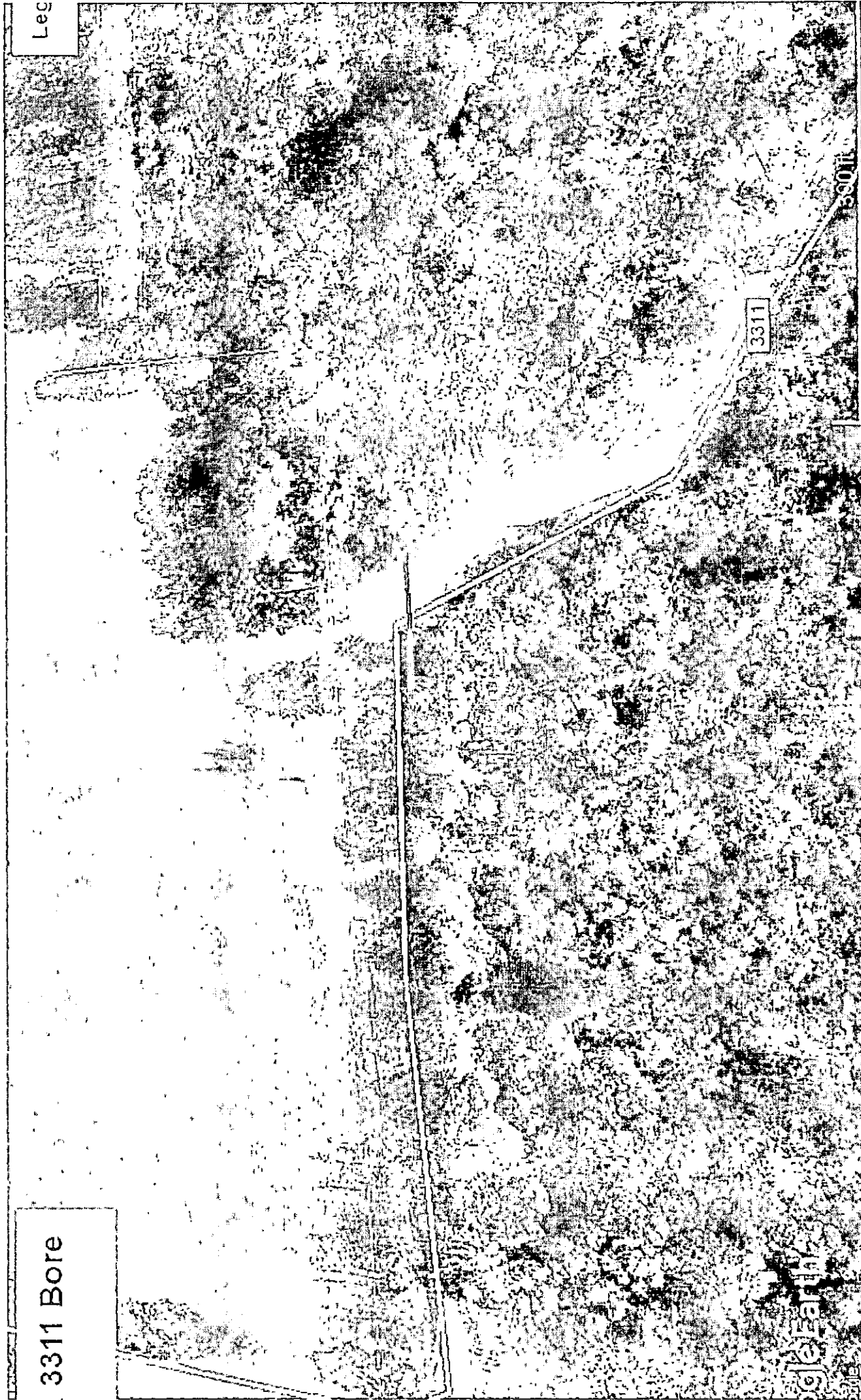
1000 ft

gle Eatin



3311 Bore

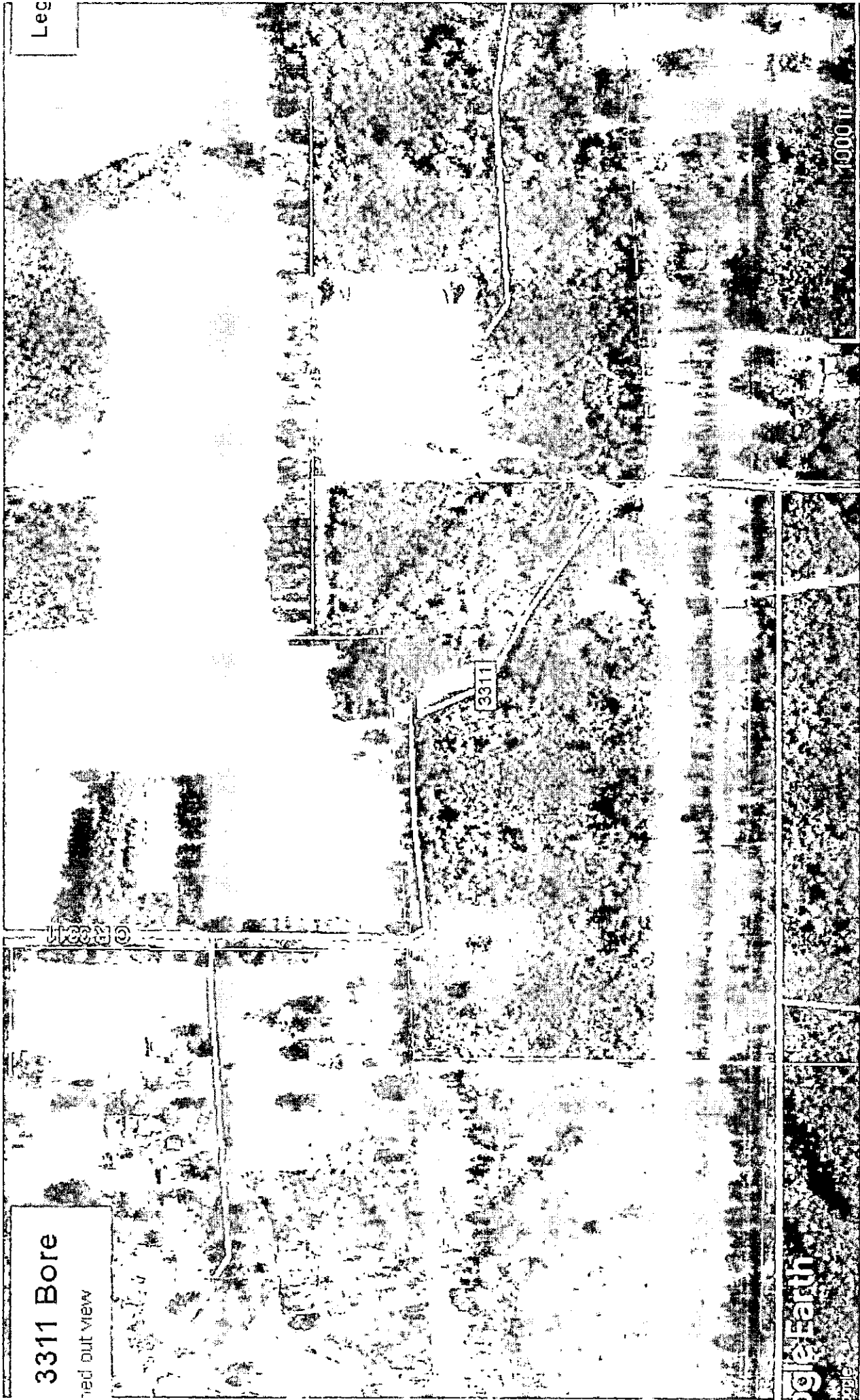
Leg



3311 Bore

red out view

Leg



NOTICE OF PROPOSED INSTALLATION
PIPELINE AND/OR UTILITY LINES

TO: THE PANOLA COUNTY COMMISSIONER'S COURT

c/o

PANOLA COUNTY ROAD & BRIDGE DEPARTMENT, CARTHAGE, TEXAS

Formal notice is hereby given that:

Elevate TOPS, LLC proposes to place a
(COMPANY NAME)

12" line within the Right-of-Way
(PIPE SIZE)

of County Road: 328 as follows:
(NUMBER OF ROAD)

The proposed pipeline will cross under the indicated roads on the attached sheet.
Installation shall be made by boring a total length of 50' line in Panola County.

The location and description of the proposed line and appurtenances is more fully shown by the copies of the drawings attached to this notice. The line will be constructed and maintained on the County Right-of-Way as directed by the County Commissioners in accordance with current Panola County Specifications.

Construction of this line will begin on or after the 1st day of
February.

FIRM: Synergy Land Group
BY: Brody Dugas
TITLE: ROW Agent
ADDRESS: P.O. Box 52004
Lafayette, LA 70598
PHONE: (337) 344-2026

APPROVAL

February 4, 2020

TO: Elevate TOPS, LLC
Attn: Brady Dugas @ Synergy Land Group
P.O. Box 82009
Lafayette, LA. 70598

RE: **CR #328**

The Panola County Commissioners' Court offers no objection to the location on the right-of-way of your proposed **12" line** within the right-of-way of County Road **#328** as shown by accompanying drawings and notice except as noted below.

It is expressly understood that the County Commissioners' Court does not purpose hereby, to grant any right, claim, title or easement in or upon this county road. It is further understood that in the future should for any reason the county need to work, improve, relocate, widen, increase, add to, or in any manner change the structure of this right-of-way, any required relocation of said lines shall be at the sole expense of owner.

All work on the county right-of-way shall be performed in accordance with the county instructions. The installations shall not damage any part of the road and adequate provisions must be made to cause minimum inconvenience to traffic and adjacent owners. Special specifications for placing this line are as follows:

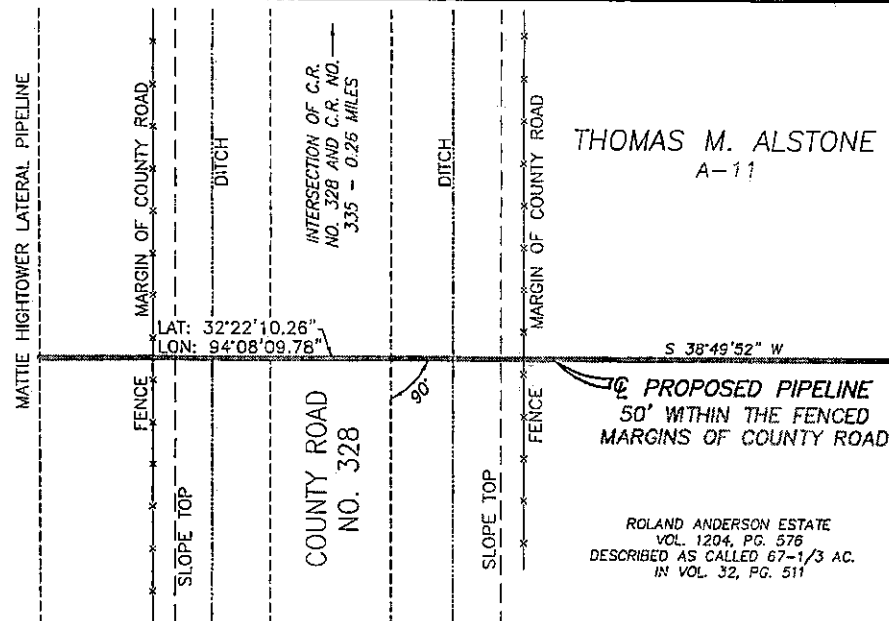
1. All lines are to be installed a minimum of 36 inches below the flow line of the adjacent drainage or barrow ditch.
2. All excavation within the right-of-way and not under surfacing shall be backfilled by tamping in 6 inch horizontal layers. All surplus material shall be removed from the right-of-way and the excavation finished flush with surrounding natural ground.
3. Lines crossing under surfaced roads and under surfacing cross roads within the right-of-way shall be placed by boring. Boring shall extend from crown line to crown line. Gravity from sewer lines under roadways shall be cast iron pipe.
4. All lines, where practicable, shall be located to cross roadbed at approximately right angles thereto. No lines are to be installed under or within 50 feet of either end of any bridge. No lines shall be placed in any culvert or within 10 feet of the closest point of same.

5. Parallel line will be installed as near the right-of-way lines as is possible and no parallel line will be installed in the roadbed or between the drainage ditch and the roadbed without special permission of the Panola County Commissioners' Court.
6. Operations along roadbeds shall be performed in such manner that all excavated material be kept off the pavement at all times, as well as all operating equipment and materials. No equipment or installation procedures will be used which will damage any road surface or structures. The cost of any repairs to road surface, roadbed, structures or other right-of-way features as a direct result of this installation will be borne by the owner of this line.
7. Barricades, warning signs, lights, and flag man(men) when necessary shall be provided by the contractor or owner. One-half (1/2) of the traveled portion of the road must be open at all times.

Approved: 
COUNTY JUDGE

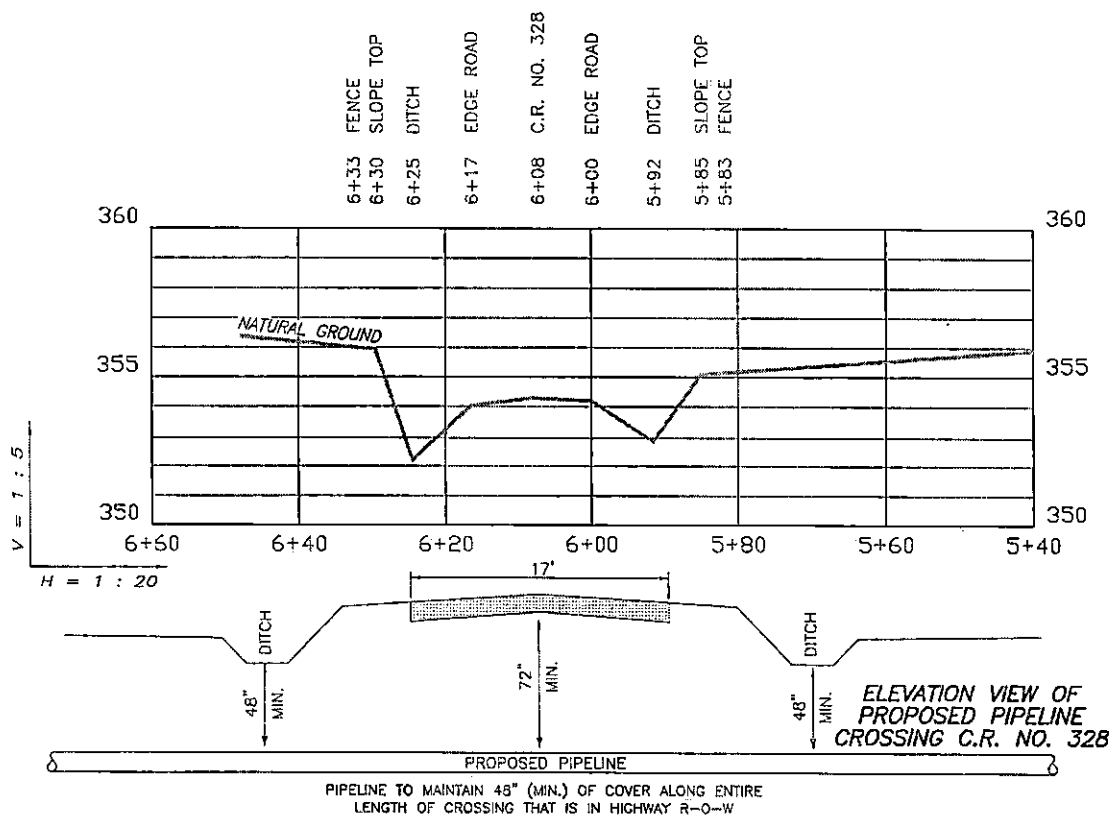
COMMISSIONERS:

Precinct #1	Ronnie LaGrone
Precinct #2	David A. Cole
Precinct #3	Craig M. Lawless
Precinct #4	Dale LaGrone



JOHN WILLIAMS HODGES
CALLED 207.284 AC.
VOL. 937, PG. 700

ROLAND ANDERSON ESTATE
VOL. 1204, PG. 576
DESCRIBED AS CALLED 67-1/3 AC.
IN VOL. 32, PG. 511



APPLICANT, ELEVATE TOPS, LLC, IS A PRIVATE UTILITY COMPANY. THIS PROPOSED PIPELINE IS A NEW UTILITY INSTALLATION ALONG A NON-CONTROLLED ACCESS HIGHWAY IN RURAL PANOLA COUNTY, TEXAS. THE APPLICATION IS FOR AN UNCASED HIGH PRESSURE GAS LINE.

PIPELINE SPECIFICATIONS:

- 1) ALL WELDING AND WELDER QUALIFICATION TESTS SHALL BE IN STRICT ACCORDANCE WITH API STANDARD 1104, LATEST EDITION, AND THE ANSI B31.4 TRANSPORTATION SYSTEMS FOR LIQUID HYDROCARBONS AND OTHER LIQUIDS, LATEST EDITION.
- 2) THE PIPE SPEC WILL BE COATED 12" OD X65 GRADE, WITH A WALL THICKNESS OF 0.312" SEAMLESS STEEL PIPE.
- 3) MAXIMUM OPERATING PRESSURE OF 1440 PSIG UTILIZING 600 CLASS FLANGES.
- 4) BARLOW FORMULA DESIGN PRESSURE 1521 PSI.
- 5) CATHODIC PROTECTION WILL BE EMPLOYED THROUGHOUT THE PIPELINE, USING DEEP ANODES, AND ALSO IMPRESSED CURRENT WHERE NECESSARY BASED ON DETAILED STUDY.
- 6) ACCOMMODATION OF ALL CROSSING SHALL BE SUCH AS NOT ADVERSELY AFFECT THE SAFETY, DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, OR STABILITY OF THE HIGHWAY.
- 7) THE ACCOMMODATIONS OF OUR CROSSING WILL NOT BE CONSTRUCTED OR SERVED BY DIRECT ACCESS FROM THE MAINLINES OF THE HIGHWAY.

BY: Brady Dugas
BRADY DUGAS
SYNERGY LAND GROUP, LLC

NOTE: BEARINGS ARE BASED
ON N.A.D. 1983 DATUM
JOB NO. T190123-CR 328
HIGHTOWER LATERAL

WARNING! UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE ONLY. THERE MAY ALSO BE OTHER UNDERGROUND UTILITIES THAT ARE NOT SHOWN. BEFORE ANY EXCAVATION OR CONSTRUCTION OPERATIONS BEGIN THE CONTRACTOR MUST CONTACT ONE CALL UTILITY LOCATION SERVICES AND THE OWNERS OF THE UTILITIES TO VERIFY THEIR LOCATION.

ELEVATE TOPS, LLC

PROPOSED PIPELINE CROSSING
COUNTY ROAD NO. 328
0.26 MILES SOUTHEAST OF
COUNTY ROAD NO. 335
PANOLA COUNTY, TX.

SCALE:

DRAWN BY:

DATE: _____

$$1'' = 20'$$

H.S.

1-7-20

Write a description for your map

100

1000

**TENTATIVE SCHEDULE FOR
2020 BUDGET PROCESS FOR
2021 FISCAL YEAR**

<u>DATE</u>	<u>ITEM</u>
April 30	Receive estimated preliminary appraisals.
May 1	County Judge sends budget request letters to department heads.
May 15	Budget requests from department heads due back in County Judge's office.
May 22 @ 9:00 a.m.	Budget Workshop.
May 22	County Judge gives instructions to County Auditor for preparation of proposed budget. Auditor begins budget preparation.
July 7	Commissioners' Court Agenda Item: A. In accordance with the Property Tax Code, to officially appoint Holly Gibbs as Panola County's representative to calculate and publish the unit's effective and rollback tax rate schedules for tax roll year 2020.
July 25	The Chief Appraiser certifies the approved appraisal roll to each taxing unit. (Property Tax Code 26.01)
July 27	County Auditor delivers budget to County Judge, and County Judge begins review of budget to verify that this is the exact budget he wants to propose.
July 30	County Judge prepares letter of transmittal for proposed budget, files proposed budget with County Clerk, and gives a copy to each Commissioner.

August 4

Commissioners' Court Agenda Items:

- A. Tax Assessor delivers effective and roll back tax rates to Commissioners' Court.
- B. To set Panola County Budget Hearing for Fiscal Year 2021 on August 18, 2020 at 1:35 p.m.; to set the adoption of the Fiscal Year 2021 Budget on August 18, 2020 after the Budget Hearing; and to authorize publication of same in accordance with the requirements of laws and regulations applicable thereto. (Local Government Code, Section 111.007)
- C. To authorize the County Judge to publish proposed salaries of Panola County Elected Officials as set out in the proposed Budget for Fiscal Year 2021 and to set the adoption of such salaries on August 18, 2020 after adoption of the Budget for Fiscal Year 2021 in accordance with the requirements of laws and regulations applicable thereto. (Local Government Code, Section 152.013)
- D. To discuss amount of revenue to be raised. If the proposed tax rate exceeds the effective tax rate, take a record vote and schedule public hearings for August 11, 2020 at 9:00 a.m. and August 13, 2020 at 9:00 a.m., and authorize applicable publications. (Tax Code, Section 26.05)

August 5

"Notice of Public Hearing on Tax Increase" (1st quarter-page notice) published at least 7 days before public hearing. (Tax Code, Section 26.06)

Publish Notice of Public Hearing on 2021 Budget.

Upload to website.

Publish Proposed Salaries of Panola County Elected Officials.

August 11

Commissioners' Court Agenda Item:

(ONLY ONE ITEM ALLOWED BY LAW ON AGENDA)

1. Public hearing on tax rate; schedule and announce meeting to adopt tax rate.

August 13

Commissioners' Court Agenda Item:

(ONLY ONE ITEM ALLOWED BY LAW ON AGENDA)

1. Public hearing on tax rate; schedule and announce meeting to adopt tax rate 3-14 days from this date (August 18, 2020 at 1:30 p.m.). (Local Government Code, Section 111.010) (7 Days)

August 16 (Sunday)

"Notice of Vote on Tax Rate" (2nd quarter-page notice) published at least 7 days before meeting to adopt tax rate. (Tax Code, Section 26.06) (9 Days)

August 18

Commissioners' Court Agenda Items:

- A. To conduct Panola County Budget Hearing for Fiscal Year 2021 at 1:35 p.m. pursuant to notice and publication thereof as required by law. The public is invited to attend and participate. (Local Government Code, Section 111.007)
- B. At the conclusion of hearing to adopt Panola County Budget for Fiscal Year 2021. (Local Government Code, Section 111.008)
- C. To adopt 2021 Elected Officials Salaries pursuant to notice and publication thereof as required by law. (Local Government Code, Section 152.013)
- D. To adopt Order 2020-___ setting the 2021 Tax Rate and Tax Levy and authorizing the Tax Assessor to prepare tax statements with approved tax rate. (Local Government Code, Section 111.010)

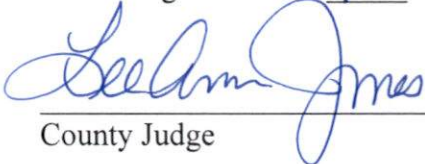
August 27

County Judge files final adopted budget with County Clerk.

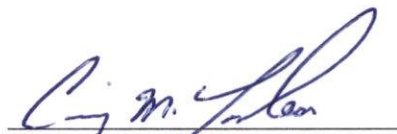
PANOLA COUNTY
2019
BUDGET AMENDMENT #25

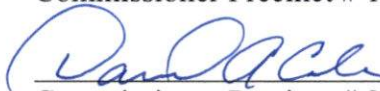
We hereby amend the Panola County Budget for the Fiscal Year 2019 as set forth above according to the procedures outlined under Local Government Code, Chapter 111, Subchapter A Sections 111.010 (c), (d). A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2019.


Signed on this 4th day of February, 2020.


County Judge


Commissioner Precinct # 1


Commissioner Precinct # 3


Commissioner Precinct # 2


Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 4th day of February, 2020 as the same appears on file in the office of the County Clerk of Panola County.


County Clerk



February 4, 2020



Panola County, Texas

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT14541 - 2019 #25 2-4-2020

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001126	2019 COUNTY BUDGET JAN...	646- AUTOPSIES & INQUEST	12/31/2019
Summary Description:			

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-646-54600	INDIGENT HEALTH CARE	646- AUTOPSIES & INQUEST	158,000.00	-10,000.00	148,000.00
December:				-10,000.00	
100-646-54770	AUTOPSIES AND INQUESTS	646- AUTOPSIES & INQUEST	85,000.00	10,000.00	95,000.00
December:				10,000.00	

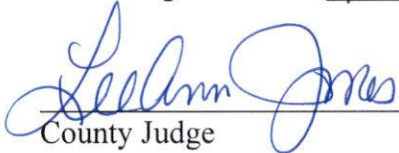
Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2019	2019 COUNTY BUDGET JA	100-646-54600	INDIGENT HEALTH CARE	158,000.00	-10,000.00	148,000.00
		100-646-54770	AUTOPSIES AND INQUESTS	85,000.00	10,000.00	95,000.00
2019 Total:				243,000.00	0.00	243,000.00
Grand Total:				243,000.00	0.00	243,000.00

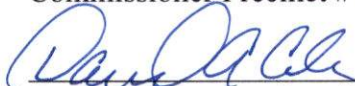
PANOLA COUNTY
2020
BUDGET AMENDMENT #4

We hereby amend the Panola County Budget for the Fiscal Year 2020 as set forth above according to the procedures outlined under Local Government Code, Chapter 111, Subchapter A Sections 111.010 (c), (d). A copy of this Order is to be filed with the County Clerk and Attached to the Budget originally adopted for 2020.

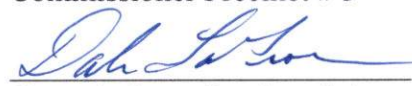
Signed on this 4th day of February, 2020.


County Judge

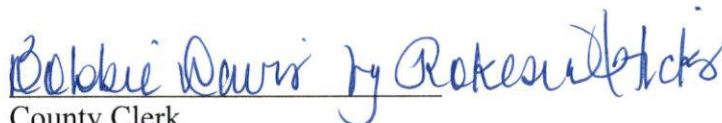

Commissioner Precinct # 1


Commissioner Precinct # 2


Commissioner Precinct # 3


Commissioner Precinct # 4

Passed and approved by the Commissioners Court of Panola County on the 4th day of February, 2020 as the same appears on file in the office of the County Clerk of Panola County.


County Clerk



February 4, 2020



Panola County, Texas

Budget Adjustment Register

Adjustment Detail

Packet: GLPKT14542 - #4-2020

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001127	2020 COUNTY BUDGET JAN...	510-REPLACE CHAIRS & TABLES AT EXPO HALL/HUTCH	2/4/2020

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-510-53350	OPERATING SUPPLIES	510-REPLACE CHAIRS & TABLES AT EXPO HALL	50,000.00	-2,000.00	48,000.00
January: -166.67	April: -166.67	July: -166.67	October: -166.67		
February: -166.67	May: -166.67	August: -166.67	November: -166.67		
March: -166.67	June: -166.67	September: -166.67	December: -166.63		
100-510-55270	FURNITURE & EQUIPMENT	510-REPLACE CHAIRS & TABLES AT EXPO HALL	50.00	2,000.00	2,050.00
January: 166.67	April: 166.67	July: 166.67	October: 166.67		
February: 166.67	May: 166.67	August: 166.67	November: 166.67		
March: 166.67	June: 166.67	September: 166.67	December: 166.63		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001128	2020 COUNTY BUDGET JAN...	624-PURCHASE DUMP TRUCKS	2/4/2020

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
200-624-54080	CONTINGENCY	624-PURCHASE DUMP TRUCKS	83,912.00	-5,000.00	78,912.00
January: -416.67	April: -416.67	July: -416.67	October: -416.67		
February: -416.67	May: -416.67	August: -416.67	November: -416.67		
March: -416.67	June: -416.67	September: -416.67	December: -416.63		
200-624-55270	FURNITURE & EQUIPMENT	624-PURCHASE DUMP TRUCKS	144,515.00	5,000.00	149,515.00
January: 416.67	April: 416.67	July: 416.67	October: 416.67		
February: 416.67	May: 416.67	August: 416.67	November: 416.67		
March: 416.67	June: 416.67	September: 416.67	December: 416.63		

Adjustment Number	Budget Code	Description	Adjustment Date
BA0001129	2020 COUNTY BUDGET JAN...	560- 6 ADDITIONAL DEPUTY POSITIONS	2/4/2020

Summary Description:

Account Number	Account Name	Adjustment Description	Before	Adjustment	After
100-409-54080	CONTINGENCY	560- 6 ADDITIONAL DEPUTY POSITIONS	922,838.00	-472,865.00	449,973.00
January: -39,405.42	April: -39,405.42	July: -39,405.42	October: -39,405.42		
February: -39,405.42	May: -39,405.42	August: -39,405.42	November: -39,405.42		
March: -39,405.42	June: -39,405.42	September: -39,405.42	December: -39,405.38		
100-560-51041	DEPUTIES & PATROL SERGEANT	560- 6 ADDITIONAL DEPUTY POSITIONS	785,813.00	263,428.00	1,049,241.00
January: 21,952.33	April: 21,952.33	July: 21,952.33	October: 21,952.33		
February: 21,952.33	May: 21,952.33	August: 21,952.33	November: 21,952.33		
March: 21,952.33	June: 21,952.33	September: 21,952.33	December: 21,952.37		
100-560-52010	SOCIAL SECURITY TAXES	560- 6 ADDITIONAL DEPUTY POSITIONS	121,098.00	20,153.00	141,251.00
January: 1,679.42	April: 1,679.42	July: 1,679.42	October: 1,679.42		
February: 1,679.42	May: 1,679.42	August: 1,679.42	November: 1,679.42		
March: 1,679.42	June: 1,679.42	September: 1,679.42	December: 1,679.38		
100-560-52020	GROUP MEDICAL & LIFE INSUR	560- 6 ADDITIONAL DEPUTY POSITIONS	493,000.00	70,614.00	563,614.00
January: 5,884.50	April: 5,884.50	July: 5,884.50	October: 5,884.50		
February: 5,884.50	May: 5,884.50	August: 5,884.50	November: 5,884.50		
March: 5,884.50	June: 5,884.50	September: 5,884.50	December: 5,884.50		
100-560-52030	RETIREMENT & DEATH BENEFI	560- 6 ADDITIONAL DEPUTY POSITIONS	380,071.00	63,250.00	443,321.00
January: 5,270.83	March: 5,270.83	May: 5,270.83	July: 5,270.83		
February: 5,270.83	April: 5,270.83	June: 5,270.83	August: 5,270.83		

Budget Adjustment Register
Packet: GLPKT14542 - #4-2020

September:	5,270.83	October:	5,270.83	November:	5,270.83	December:	5,270.87		
100-560-52040		WORKERS COMPENSATION	560- 6 ADDITIONAL DEPUTY POSITIONS			47,206.00	3,788.00	50,994.00	
January:	315.67	April:	315.67	July:	315.67	October:	315.67		
February:	315.67	May:	315.67	August:	315.67	November:	315.67		
March:	315.67	June:	315.67	September:	315.67	December:	315.63		
100-560-52060		UNEMPLOYMENT INSURANCE	560- 6 ADDITIONAL DEPUTY POSITIONS			7,251.00	527.00	7,778.00	
January:	43.92	April:	43.92	July:	43.92	October:	43.92		
February:	43.92	May:	43.92	August:	43.92	November:	43.92		
March:	43.92	June:	43.92	September:	43.92	December:	43.88		
100-560-52070		OTHER POST EMPLOYMENT BE	560- 6 ADDITIONAL DEPUTY POSITIONS			307,096.00	51,105.00	358,201.00	
January:	4,258.75	April:	4,258.75	July:	4,258.75	October:	4,258.75		
February:	4,258.75	May:	4,258.75	August:	4,258.75	November:	4,258.75		
March:	4,258.75	June:	4,258.75	September:	4,258.75	December:	4,258.75		

Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2020	2020 COUNTY BUDGET JA	100-409-54080	CONTINGENCY	922,838.00	-472,865.00	449,973.00
		100-510-53350	OPERATING SUPPLIES	50,000.00	-2,000.00	48,000.00
		100-510-55270	FURNITURE & EQUIPMENT	50.00	2,000.00	2,050.00
		100-560-51041	DEPUTIES & PATROL SERGEANT	785,813.00	263,428.00	1,049,241.00
		100-560-52010	SOCIAL SECURITY TAXES	121,098.00	20,153.00	141,251.00
		100-560-52020	GROUP MEDICAL & LIFE INSURAN	493,000.00	70,614.00	563,614.00
		100-560-52030	RETIREMENT & DEATH BENEFITS	380,071.00	63,250.00	443,321.00
		100-560-52040	WORKERS COMPENSATION	47,206.00	3,788.00	50,994.00
		100-560-52060	UNEMPLOYMENT INSURANCE	7,251.00	527.00	7,778.00
		100-560-52070	OTHER POST EMPLOYMENT BENE	307,096.00	51,105.00	358,201.00
		200-624-54080	CONTINGENCY	83,912.00	-5,000.00	78,912.00
		200-624-55270	FURNITURE & EQUIPMENT	144,515.00	5,000.00	149,515.00
2020 Total:				3,342,850.00	0.00	3,342,850.00
Grand Total:				3,342,850.00	0.00	3,342,850.00

Form #2201 Rev. 09/2017
Submit to:
SECRETARY OF STATE
Government Filings
Section P O Box 12887
Austin, TX 78711-2887
512-463-6334
512-463-5569 - Fax
Filing Fee: None



STATEMENT OF OFFICER

FILED FOR RECORD
IN MY OFFICE
AT 8:00 O'CLOCK A M.

FEB 05 2020

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY B. Davis DEPUTY

Statement

I, Brynne Tate, do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed, or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever the case may be, so help me God.

Title of Position to Which Elected/Appointed: Deputy District Clerk

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated therein are true.

Date: 1-30-20

Brynne Tate
Signature of Officer

Form #2204 Rev 9/2017

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

This space is for use by the office use
FILED FOR RECORD
IN MY OFFICE

AT 8:00 O'CLOCK A M

FEB 05 2020

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY P. Davis DEPUTY

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Brynne Tate, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Deputy District Clerk of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

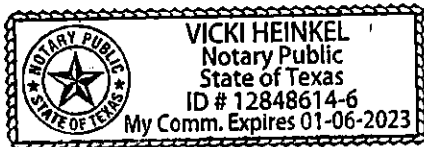
Brynne Tate
Signature of Officer

Certification of Person Authorized to Administer Oath

State of Texas
County of Panola

Sworn to and subscribed before me on this 30th day of January, 2020.

(Affix Notary Seal,
only if oath
administered by a
notary.)



Vicki Heinkel
Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Vicki Heinkel
Printed or Typed Name

NOTICE OF MEETING

JAN 29 2020

PANOLA COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY *[Signature]* DEPUTY

313 W. Panola St.
Carthage, Texas 75633

(903)693-0351

TO WHOM IT MAY CONCERN:

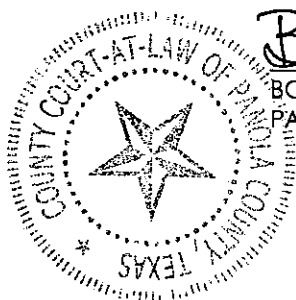
PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE PANOLA COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND THE BOARD OF JUDGES WILL BE HELD ON THE 20th DAY OF FEBRUARY, 2020, AT 12:45 PM. THE MEETING WILL BE HELD AT THE PANOLA COUNTY COURTHOUSE JUDICIAL ANNEX, 110 S. SYCAMORE ST., IN THE COUNTY COURT AT LAW COURTROOM, DISTRICT JUDGE LEANN KAY RAFFERTY PRESIDING.

AGENDA

In compliance with TDCJ-CJAD funding guidelines, the following will be presented by the Panola County CSCD Director, Kerian Henderson, for approval:

- (1) Approve the Minutes of the open meeting held by the Panola County CSCD and Board of Judges on August 7, 2019.
- (2) Approve the Rachael Payne, CPA, PLLC, FY-2019 Audit report of the Panola County CSCD.
- (3) Ratify and approve the Panola County CSCD FY-2020 Program #900 Basic Supervision Budget Adjustment #1.
- (4) Approve the Panola County CSCD FY-2020 Program #900 Basic Supervision Budget adjustment #2.
- (5) Approve the Panola County CSCD Strategic Plan.

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 29th DAY OF January, 2020, AT 2:30
A.M. (P.M.)



Bobbie Davis by [Signature]
BOBBIE DAVIS, COUNTY CLERK
PANOLA COUNTY, TEXAS

PANOLA COUNTY CSCD
COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT

313 W. Panola St.
Carthage, Texas 75633

FOR RECORD
IN MY OFFICE
251
(908) 693-0351
CLOCK P M

Date: January 29, 2020

JAN 29 2020

Attn: Commissioners' Court

From: Panola County, Community Supervision and Corrections Department (CSCD),
Director, Kerian Henderson.

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY [Signature] DEPUTY

Ref: February 20, 2020 Open Meeting

In compliance with Section 140.004 of the Local Government Code, on this the ___ day of _____ 2020, I hereby
file the following:

- (1) The Minutes of the open meeting held by the Panola County CSCD and Board of Judges on August 7, 2019.
- (2) The Rachael Payne, CPA, PLLC, FY-2019 audit report of the Panola County CSCD.
- (3) Ratify and approve the revised Panola County CSCD FY-2020 Program #900 Basic Supervision Budget Adjustment #1.
- (4) The Panola County CSCD FY-2020 Program #900 Basic Supervision Budget adjustment #2.
- (5) Strategic Plan.

Please be advised that an open meeting is scheduled for February 20, 2020 at 12:45 PM. The meeting will be held at the Panola County Courthouse Judicial Annex, 110 S. Sycamore St., in the County Court At Law Courtroom, District Judge LeAnn Kay Rafferty presiding. At this meeting, the above listed items will be considered for approval.

Respectfully submitted,

[Signature]
Kerian Henderson, Director

cc: Honorable Judge Terry Bailey, Panola County Court at Law
Honorable Judge LeAnn Kay Rafferty, 123RD Judicial District
Jennifer Stacy, Panola County Auditor & CSCD Fiscal Officer

MINUTES

OPEN MEETING OF THE PANOLA COUNTY COMMUNITY SUPERVISION AND CORRECTIONS DEPARTMENT (CSCD) AND BOARD OF JUDGES


A meeting of the Panola County Community Supervision and Corrections Department and the Board of Judges was called to order by the 123rd Judicial District Judge LeAnn Kay Rafferty, at 8:45 A.M. on the 7th day of August, 2019, at The Panola County Courthouse Judicial Annex, 110 S. Sycamore St., Carthage, Texas, in The 123rd Judicial District Courtroom, 123rd Judicial District Judge LeAnn Kay Rafferty presiding.

Board of Judges In attendance: Judge Terry Bailey, Panola County Court at Law
Judge LeAnn Kay Rafferty, 123RD Judicial District

Also in attendance: Jennifer Stacy, Panola County Auditor / CSCD Fiscal Officer
Kerian Henderson, Panola County CSCD Director

FILED FOR RECORD
IN MY OFFICE
AT 2:32 O'CLOCK P M

JAN 29 2020

BOBBIE DAVIS
COUNTY CLERK PANOLA COUNTY, TEXAS
BY  DEPUTY

Agenda Item 1

Motion by Judge Bailey, seconded by Judge Rafferty to approve the minutes of the open meeting held by the Panola County CSCD and Board of Judges on February 28, 2019. Motion carried with 2 ayes.

Agenda Item 2

Motion by Judge Bailey, seconded by Judge Rafferty to approve Ratification of revised Panola County CSCD FY-2019 Program #900 Basic Supervision Budget Adjustment #3. Motion carried with 2 ayes.

Agenda Item 3

Motion by Judge Bailey, seconded by Judge Rafferty to approve Panola County CSCD FY-2019 Program #900 Basic Supervision Budget Adjustment #4. Motion carried with 2 ayes.

Agenda Item 4

Motion by Judge Rafferty, seconded by Judge Bailey to approve the Panola County CSCD FY-2019 Program #24 Community Corrections Supervision Budget adjustment #2. Motion carried with 2 ayes.

Agenda Item 5

Motion by Judge Rafferty, seconded by Judge Bailey to approve the Panola County CSCD Proposed FY-2020/2021 Program #900 Basic Supervision Initial Biennium Budget. Motion carried with 2 ayes.

Agenda Item 6

Motion by Judge Rafferty, seconded by Judge Bailey to approve the Panola County CSCD Proposed FY-2020/2021 Program #24 Community Corrections Supervision Initial Biennium Budget. Motion carried with 2 ayes.

Agenda Item 7

Motion by Judge Rafferty, seconded by Judge Bailey to approve the increase in Monthly UA Fees charged from \$7.00 per month to \$10.00 per month, beginning September 1, 2019. Motion carried with 2 ayes.

The meeting was adjourned by Judge Bailey at 9:05 A.M.

Submitted for approval by, _____
Kerian Henderson, Panola County CSCD Director

Approved on the _____ day of _____ 2019.

Judge Terry Bailey, Panola County Court at Law _____

Judge LeAnn Kay Rafferty, 123RD Judicial District _____

(csed.budget.2018 & 2019 budgets minutes August 7, 2019)

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
COMMUNITY JUSTICE ASSISTANCE DIVISION

FILED FOR RECORD
IN MY OFFICE
AT 233 O'CLOCK P M

BUDGET ADJUSTMENT REQUEST

JAN 29 2020

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY [Signature] DEPUTY

Chief County: PANOLA

Program Title AND ID Number: BASIC SUPERVISION ID # 900

Funding Source: BS

Adjustment Number: 1

Fiscal Year: 2020

This budget adjustment has been approved in accordance with the adopted budget approval procedures established by the local judges responsible for the CSCD's budget/budget adjustments, which is in compliance with the Open Meetings Act, Government Code 551 and Government Code 76.002 (a).

Kerian Henderson
CSCD Director (Print Name)

[Signature]
CSCD Director (Signature)

12-18-19
Date

Budget/Adjustment Endorsements:

[Signature]
Judge Terry Bailey, Panola County Court at Law

12/19/2019
Date

[Signature]
Judge LeAnn Kay Rafferty, 123RD Judicial District

12/19/2019
Date

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Community Justice Assistance Division
Budget Adjustment - Fiscal Year 2020
Date Received: 12/19/2019

APPROVED BY: _____

DATE APPROVED: _____

Michelle Wilson, TDCJ-CJAD Budget Director or
 Eduardo Montiel, Senior Budget Analyst

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:
Panola	2020	1	900 - Basic Supervision	BS	None
REVENUE:			APPROVED	ADJ REQ	TOTAL
TDCJ-CJAD Funding (State Aid)			\$ 100,317	\$ 0	\$ 100,317
SAFPF Payments (Basic Supervision Only)			\$ 0	\$ 0	\$ 0
Community Supervision Fees Collected			\$ 195,000	\$ 0	\$ 195,000
Payments By Program Participants			\$ 21,000	\$ 0	\$ 21,000
Interest Income (Basic Supervision Only)			\$ 600	\$ 0	\$ 600
Carry Over from Previous Fiscal Year			\$ 93,046	\$ 0	\$ 93,046
Other Revenue			\$ 0	\$ 0	\$ 0
Basic Supervision Interfund Transfer			\$ 0	\$ 0	\$ 0
CCP Interfund Transfer			\$ 0	\$ 0	\$ 0
TOTAL REVENUE:			\$ 409,963	\$ 0	\$ 409,963

EXPENDITURES:			APPROVED	ADJ REQ	TOTAL
Salaries/Fringe Benefits			\$ 308,549	\$ 0	\$ 308,549
- Full Time Salaries					
- Part Time Salaries					
- Fringe Benefits					
Travel/Furnished Transportation			\$ 9,788	\$ 2,500	\$ 12,288
Contract Services for Offenders			\$ 41,750	\$ 0	\$ 41,750
Professional Fees			\$ 27,455	\$ 0	\$ 27,455
Supplies & Operating Expenses			\$ 15,601	\$ -2,500	\$ 13,101
Facilities			\$ 0	\$ 0	\$ 0
Utilities			\$ 4,020	\$ 0	\$ 4,020
Equipment			\$ 2,800	\$ 0	\$ 2,800
TOTAL EXPENDITURES:			\$ 409,963	\$ 0	\$ 409,963

Section 2 - Payments by Program Participants

2019 - 2020	\$21,000	\$0	\$21,000
Program	Current	Requested	Adjusted
Urinalysis Testing	15,000	0	15,000
SASSI	6,000	0	6,000

Section 6 - Full Time Salaries

TOTAL SALARIES		\$207,657	\$0	\$207,657
Position Title	% Time	Current	Requested	Adjusted
Adm. Support (Clerical)	100	36,383	0	36,383
CSCD Director	100	54,574	0	54,574
CSO I - Entry Level	100	38,856	0	38,856
CSO I - Entry Level	100	36,500	0	36,500
CSO IV	100	41,344	0	41,344

Section 7 - Part Time Salaries

CSR Coordinator		\$14,197	\$0	\$14,197
Position Title	% Time	Current	Requested	Adjusted
CSR Coordinator	100	14,197	0	14,197

Section 8 - Fringe Benefits

		\$86,695	\$0	\$86,695
	% Time	Current	Requested	Adjusted
FICA Matching	7.65%	16,980	0	16,980
Retiree Insurance w/6% increase	1170 per month	15,300	0	15,300
Retirement	24.01%	53,300	0	53,300
Unemployment	.005%	1,115	0	1,115

Section 9 - Travel/Furnished Transportation

Vehicle Expenses		\$9,788	\$2,500	\$12,288
Expense	% Time	Current	Requested	Adjusted
Fuel	Not Specified	1,500	0	1,500
Per Diem	Not Specified	4,500	2,500	7,000
Vehicle Insurance	Per Year	1,788	0	1,788
Vehicle Maintenance	Not Specified	2,000	0	2,000

Section 10 - Contract Services for Offenders

					\$41,750	\$0	\$41,750
Provider Name			Unit	Rate	Current	Requested	Adjusted
Urquhart, LLC dba Fire & Safety	Urinalysis Testing	80	each	25.00	2,000	0	2,000
Richard Burnett	Counseling - Subst. Abuse - Individual	550	each	25.00	13,750	0	13,750
Richard Burnett	Counseling - Substance Abuse - Group	64	each	50.00	3,200	0	3,200
Hughes Counseling	Counseling - Family/pers. - Individual	12	month	1900.00	22,800	0	22,800

Section 11 - Professional Fees

		\$27,455	\$0	\$27,455
	% Time	Current	Requested	Adjusted
Corrections Software	796 per month	9,552	0	9,552
CSTS	\$100 per month	1,200	0	1,200
Employment Ad	\$150 per Ad	300	0	300
Fiscal Service Fee	.0075	753	0	753
Independent Audit	Yearly	5,000	0	5,000
Legal/Attorney Fees	Not Specified	1,000	0	1,000
Liability and Bond Insurance	Per Year	7,650	0	7,650
Training and Registration Fees	Per Year	2,000	0	2,000

Section 12 - Supplies & Operating Expenses

TOTALS		\$15,601	(\$2,500)	\$13,101
	% Time	Current	Requested	Adjusted
Ammunition for Practice/Training	Estimate	250	0	250
Clothing Apparel with CSCD ID	Estimate	500	0	500
Computer Supplies & Maintenance	Estimate	500	0	500
Name Plates, ID, Badges	Estimate	50	0	50
OC Spray and accessories	Estimate	150	0	150
Office Supplies	Estimate	3,000	0	3,000
UA Supplies	\$6/13 Panel/\$15	1,500	0	1,500
Unbudgeted	Not Specified	9,651	-2,500	7,151

Section 14 - Utilities

Utilities		\$4,020	\$0	\$4,020
	% Done	Current	Requested	Adjusted
Cell Phone Services	250 per month	3,000	0	3,000
Internet Services	75.00 per month	900	0	900
Long Distance	Estimate	120	0	120

Section 15 - Equipment

TOTALS		\$2,800	\$0	\$2,800
Equipment	% Time	Current	Requested	Adjusted
Computer Equipment	Estimate	500	0	500
Phones and Accessories	Estimate	500	0	500
Xerox Copier	\$150 per month	1,800	0	1,800

Section 16 - Vehicle Inventory

Make	Model	VIN	Year	Mileage
Chevrolet	Traverse	1GNLVEED6AS109714	2010	37434
Chevrolet	Tahoe	1GNSK2E05ER171487	2014	17148
Ford	Explorer	1FM5K8AR8FGB61428	2015	15529
GMC	Sierra	2GTEC19T8Y1404146	2000	95177

BUDGET ADJUSTMENT IS FINALIZED - CANNOT BE EDITED

TEXAS DEPARTMENT OF CRIMINAL JUSTICE

Community Justice Assistance Division

Budget Adjustment - Fiscal Year 2020

Date Received: 12/19/2019

APPROVED BY:

Michelle Wilson
 Michelle Wilson, TDCJ-CJAD Budget Director or
 Eduardo Montiel, Senior Budget Analyst

DATE APPROVED: 12-23-2019

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:
Panola	2020	1	900 - Basic Supervision	BS	None
REVENUE:			APPROVED	ADJ REQ	TOTAL
TDCJ-CJAD Funding (State Aid)			\$ 100,317	\$ 0	\$ 100,317
SAFPF Payments (Basic Supervision Only)			\$ 0	\$ 0	\$ 0
Community Supervision Fees Collected			\$ 195,000	\$ 0	\$ 195,000
Payments By Program Participants			\$ 21,000	\$ 0	\$ 21,000
Interest Income (Basic Supervision Only)			\$ 600	\$ 0	\$ 600
Carry Over from Previous Fiscal Year			\$ 93,046	\$ 0	\$ 93,046
Other Revenue			\$ 0	\$ 0	\$ 0
Basic Supervision Interfund Transfer			\$ 0	\$ 0	\$ 0
CCP Interfund Transfer			\$ 0	\$ 0	\$ 0
TOTAL REVENUE:			\$ 409,963	\$ 0	\$ 409,963

EXPENDITURES:			APPROVED	ADJ REQ	TOTAL
Salaries/Fringe Benefits			\$ 308,549	\$ 0	\$ 308,549
- Full Time Salaries					
- Part Time Salaries					
- Fringe Benefits					
Travel/Furnished Transportation			\$ 9,788	\$ 2,500	\$ 12,288
Contract Services for Offenders			\$ 41,750	\$ 0	\$ 41,750
Professional Fees			\$ 27,455	\$ 0	\$ 27,455
Supplies & Operating Expenses			\$ 15,601	\$ -2,500	\$ 13,101
Facilities			\$ 0	\$ 0	\$ 0
Utilities			\$ 4,020	\$ 0	\$ 4,020
Equipment			\$ 2,800	\$ 0	\$ 2,800
TOTAL EXPENDITURES:			\$ 409,963	\$ 0	\$ 409,963

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Community Justice Assistance Division
Budget Adjustment - Fiscal Year 2020
Date Received: 1/13/2020

JAN 29 2020

BOBBIE DAVIS
 COUNTY CLERK, PANOLA COUNTY, TEXAS
 BY [Signature] DEPUTY

APPROVED BY: _____

DATE APPROVED: _____

Michelle Wilson, TDCJ-CJAD Budget Director or
 Eduardo Montiel, Senior Budget Analyst

CSCD:	Year:	ADJ #:	Program:	Funding Type:	Other Funding:
Panola	2020	2	900 - Basic Supervision	BS	None
REVENUE:			APPROVED	ADJ REQ	TOTAL
TDCJ-CJAD Funding (State Aid)			\$ 100,317	\$ 0	\$ 100,317
SAFPF Payments (Basic Supervision Only)			\$ 0	\$ 0	\$ 0
Community Supervision Fees Collected			\$ 195,000	\$ 0	\$ 195,000
Payments By Program Participants			\$ 21,000	\$ 0	\$ 21,000
Interest Income (Basic Supervision Only)			\$ 600	\$ 0	\$ 600
Carry Over from Previous Fiscal Year			\$ 93,046	\$ 56,098	\$ 149,144
Other Revenue			\$ 0	\$ 0	\$ 0
Basic Supervision Interfund Transfer			\$ 0	\$ 0	\$ 0
CCP Interfund Transfer			\$ 0	\$ 0	\$ 0
TOTAL REVENUE:			\$ 409,963	\$ 56,098	\$ 466,061

EXPENDITURES:			APPROVED	ADJ REQ	TOTAL
Salaries/Fringe Benefits			\$ 308,549	\$ 0	\$ 308,549
- Full Time Salaries					
- Part Time Salaries					
- Fringe Benefits					
Travel/Furnished Transportation			\$ 12,288	\$ 9,000	\$ 21,288
Contract Services for Offenders			\$ 41,750	\$ 1,000	\$ 42,750
Professional Fees			\$ 27,455	\$ 5,500	\$ 32,955
Supplies & Operating Expenses			\$ 13,101	\$ 39,858	\$ 52,959
Facilities			\$ 0	\$ 0	\$ 0
Utilities			\$ 4,020	\$ 0	\$ 4,020
Equipment			\$ 2,800	\$ 740	\$ 3,540
TOTAL EXPENDITURES:			\$ 409,963	\$ 56,098	\$ 466,061

Section 2 - Payments by Program Participants

GRAND TOTALS		\$21,000	\$0	\$21,000
Item	Current	Requested	Adjusted	
Urinalysis Testing	15,000	0	15,000	
SASSI	6,000	0	6,000	

Section 6 - Full Time Salaries

GRAND TOTALS		\$207,657	\$0	\$207,657
Position Title	% Time	Current	Requested	Adjusted
Adm. Support (Clerical)	100	36,383	0	36,383
CSCD Director	100	54,574	0	54,574
CSO I - Entry Level	100	38,856	0	38,856
CSO I - Entry Level	100	36,500	0	36,500
CSO IV	100	41,344	0	41,344

Section 7 - Part Time Salaries

GRAND TOTALS		\$14,197	\$0	\$14,197
Position Title	% Time	Current	Requested	Adjusted
CSR Coordinator	100	14,197	0	14,197

Section 8 - Fringe Benefits

GRAND TOTALS		\$86,695	\$0	\$86,695
Position Title	% Time	Current	Requested	Adjusted
FICA Matching	7.65%	16,980	0	16,980
Retiree Insurance w/6% increase	1170 per month	15,300	0	15,300
Retirement	24.01%	53,300	0	53,300
Unemployment	.005%	1,115	0	1,115

Section 9 - Travel/Furnished Transportation

GRAND TOTALS		\$12,288	\$9,000	\$21,288
Position Title	% Time	Current	Requested	Adjusted
Fuel	Not Specified	1,500	1,000	2,500
Per Diem	Not Specified	7,000	8,000	15,000
Vehicle Insurance	Per Year	1,788	0	1,788
Vehicle Maintenance	Not Specified	2,000	0	2,000

Section 10 - Contract Services for Offenders

GRAND TOTALS		\$41,750	\$1,000	\$42,750
---------------------	--	-----------------	----------------	-----------------

Provider Name	Type of Service	Quantity	Unit	Rate	Current	Requested	Adjusted
Urquhart, LLC dba Fire &&& Safety	Urinalysis Testing	120	each	25.00	2,000	1,000	3,000
Richard Burnett	Counseling - Subst. Abuse - Individual	550	each	25.00	13,750	0	13,750
Richard Burnett	Counseling - Substance Abuse - Group	64	each	50.00	3,200	0	3,200
Hughes Counseling	Counseling - Family/pers. - Individual	12	month	1900.00	22,800	0	22,800

Section 11 - Professional Fees

GRAND TOTALS		\$27,455	\$5,500	\$32,955
Position Title	% Time	Current	Requested	Adjusted
Corrections Software	796 per month	9,552	0	9,552
CSTS	\$100 per month	1,200	0	1,200
Employment Ad	\$150 per Ad	300	0	300
Fiscal Service Fee	.0075	753	0	753
Independent Audit	Yearly	5,000	0	5,000
Legal/Attorney Fees	Not Specified	1,000	0	1,000
Liability and Bond Insurance	Per Year	7,650	0	7,650
Training and Registration Fees	Per Year	2,000	5,500	7,500

Section 12 - Supplies & Operating Expenses

GRAND TOTALS		\$13,101	\$39,858	\$52,959
Position Title	% Time	Current	Requested	Adjusted
Ammunition for Practice/Training	Estimate	250	150	400
Clothing Apparel with CSCD ID	Estimate	500	0	500
Computer Supplies & Maintenance	Estimate	500	0	500
Name Plates, ID, Badges	Estimate	50	0	50
OC Spray and accessories	Estimate	150	0	150
Office Supplies	Estimate	3,000	2,000	5,000
UA Supplies	\$6/13 Panel/ \$15	1,500	0	1,500
Unbudgeted	Not Specified	7,151	37,708	44,859

Section 14 - Utilities

GRAND TOTALS		\$4,020	\$0	\$4,020
Position Title	% Time	Current	Requested	Adjusted

Cell Phone Services	250 per month	3,000	0	3,000
Internet Services	75.00 per month	900	0	900
Long Distance	Estimate	120	0	120

Section 15 - Equipment

GRAND TOTALS

\$2,800

\$740

\$3,540

Position Title	% Time	Current	Requested	Adjusted
Computer Equipment	Estimate	500	0	500
Metal Detector Wand	Estimated	0	500	500
Phones and Accessories	Estimate	500	0	500
Xerox Copier	\$170 per month	1,800	240	2,040

Section 16 - Vehicle Inventory

Make	Model	VIN	Year	Mileage
Chevrolet	Traverse	1GNLVEED6AS109714	2010	37434
Chevrolet	Tahoe	1GNSK2E05ER171487	2014	17148
Ford	Explorer	1FM5K8AR8FGB61428	2015	15529
GMC	Sierra	2GTEC19T8Y1404146	2000	95177
Chevrolet	Silverado 2500	1GC4WLE74LF160715	2020	5

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
COMMUNITY JUSTICE ASSISTANCE DIVISION

BUDGET ADJUSTMENT REQUEST

Chief County: PANOLA

Program Title AND ID Number: BASIC SUPERVISION ID # 900

Funding Source: BS

Adjustment Number: 2

Fiscal Year: 2020

This budget adjustment has been approved in accordance with the adopted budget approval procedures established by the local judges responsible for the CSCD's budget/budget adjustments, which is in compliance with the Open Meetings Act, Government Code 551 and Government Code 76.002 (a).

Kerian Henderson
CSCD Director (Print Name)

CSCD Director (Signature) Date

Budget/Adjustment Endorsements:

Judge Terry Bailey, Panola County Court at Law Date

Judge LeAnn Kay Rafferty, 123RD Judicial District Date

FILED FOR RECORD
IN MY OFFICE
AT 9:32 O'CLOCK A M

**NOTICE OF MEETING
PANOLA COUNTY JUVENILE BOARD**

JAN 30 2020

TO WHOM IT MAY CONCERN:

BOBBIE DAVIS
COUNTY CLERK, PANOLA COUNTY, TEXAS
BY P. Woodard DEPUTY

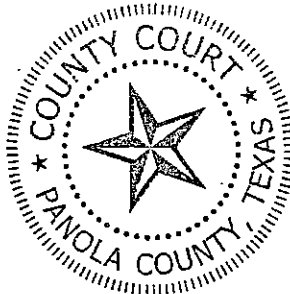
PURSUANT TO THE TEXAS OPEN MEETINGS ACT, NOTICE IS HEREBY GIVEN THAT A MEETING OF THE PANOLA COUNTY JUVENILE BOARD WILL BE HELD ON THE 20th DAY OF FEBRUARY, 2020, IN THE COUNTY COURT AT LAW COURTROOM IN THE PANOLA COUNTY COURTHOUSE ANNEX IN CARTHAGE, TEXAS AT 12:30 O'CLOCK PM AT WHICH MEETING THE FOLLOWING SUBJECTS WILL BE DISCUSSED AND THE FOLLOWING MATTERS ACTED UPON:

OPEN MEETING:

1. Approve the minutes of the August 26, 2019 Juvenile Board meeting.
2. To receive audit committee letter and approve audit report from Rachael Payne, CPA.
3. Approve engagement letter from Rachael Payne, CPA.
4. Approve Juvenile Processing Sites.
5. Approve Policy and Procedure manual for the Juvenile Probation Department.

ADJOURNMENT

WITNESS THE HAND OF THE UNDERSIGNED CLERK ON THIS THE 30th DAY OF JANUARY, 2020, AT 9:32 O'CLOCK, AM.



Bobbie Davis
Bobbie Davis, County Clerk
Panola County, Texas
By: Paige Woodard

APPROVED

02-04-2020

Lee Ann Jones

Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME:

Adam Jones

POSITION:

Criminal Investigator

DEPARTMENT:

Panola Co. Sheriff's Office

DATE:

January 21, 2020

CONFERENCE:

Celebrite Training

LOCATION:

Plano, Texas

DATES:

January 12, 2020 to January 17, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

6

Does the conference meet your educational requirements for the year? _____

If not, how much of your requirements will be met by this conference? _____

How much of your requirements have been met already, not counting this conference? _____

How many days have you been away from your job this year for conferences, not counting this conference? _____

Do you have sufficient funds in your budget for this conference? _____

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Training for Celebrite machine

APPROVED

02-04-2020

Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME:

Jake Sanford

POSITION:

Deputy

DEPARTMENT:

Panola County Sheriff's Office

DATE:

1-16-20

CONFERENCE:

Fighting Movements

LOCATION:

DeSoto Parish Sheriff's Office

DATES:

February 3 to February 4

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

2

Does the conference meet your educational requirements for the year?

No

If not, how much of your requirements will be met by this conference?

16

How much of your requirements have been met already, not counting this conference?

4

How many days have you been away from your job this year for conferences, not counting this conference?

1

Do you have sufficient funds in your budget for this conference?

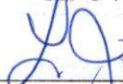
Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Relatable training

APPROVED

02-04-2020



Lee Ann Jones,
County Judge

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

NAME:

Jeff Martin

POSITION:

Deputy

DEPARTMENT:

Panola County Sheriff's Office

DATE:

1-16-20

CONFERENCE:

Fighting Movements

LOCATION:

DeSoto Parish Sheriff's Office

DATES:

February 3 to February 4

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE:

2

Does the conference meet your educational requirements for the year?

No

If not, how much of your requirements will be met by this conference?

16

How much of your requirements have been met already, not counting this conference?

4

How many days have you been away from your job this year for conferences, not counting this conference?

1

Do you have sufficient funds in your budget for this conference?

Yes

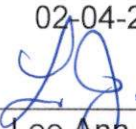
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Relatable training

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE
AT A CONFERENCE**

APPROVED

02-04-2020



Lee Ann Jones,
County Judge

NAME: Jennifer Stacy
POSITION: County Auditor
DEPARTMENT: Auditor
DATE: January 28, 2020

CONFERENCE: 2020 TAC Risk Mgt Conference
LOCATION: Austin , TX
DATES: March 31, 2020 to April 3, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 4

Does the conference meet your educational requirements for the year? Yes

If not, how much of your requirements will be met by this conference? _____

How much of your requirements have been met already, not counting this conference? 10

How many days have you been away from your job this year for conferences, not counting this conference? 2

Do you have sufficient funds in your budget for this conference? Yes

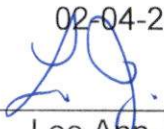
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

TAC Risk Management Conference provides information on the latest trends in health insurance
and worker's compensation issue that effect County government.

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE
AT A CONFERENCE**

APPROVED

02-04-2020



Lee Ann Jones,
County Judge

NAME: Jennifer Stacy
POSITION: County Auditor
DEPARTMENT: Auditor
DATE: January 28, 2020

CONFERENCE: 2020 Auditor's Conference
LOCATION: Austin , TX
DATES: April 27, 2020 to May 1, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 4

Does the conference meet your educational requirements for the year? Yes

If not, how much of your requirements will be met by this conference? _____

How much of your requirements have been met already, not counting this conference? 10

How many days have you been away from your job this year for conferences, not counting this conference? 5

Do you have sufficient funds in your budget for this conference? Yes

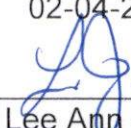
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

The 2020 Auditor's conference keeps me updated on recent laws and procedures that the state requires
of County governments.

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE
AT A CONFERENCE

APPROVED

02-04-2020


Lee Ann Jones,
County Judge

NAME: Christina Chatman
POSITION: Assistant Auditor
DEPARTMENT: Auditor
DATE: 28 Jan 2020

CONFERENCE: LBJ County Auditors Institute
LOCATION: Renaissance Hotel, Austin TX
DATES: 27 April 2020 to 28 April 2020
NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirements for the year? NA

If not, how much of your requirements will be met by this conference? NA

How much of your requirements have been met already, not counting this conference? NA

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? Yes

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Informational conference for new auditors

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE
AT A CONFERENCE

APPROVED

02-04-2020



Lee Ann Jones,
County Judge

NAME: Shelby Abernathy
POSITION: Assistant Auditor
DEPARTMENT: Auditor
DATE: 1-28-2020

CONFERENCE: LBJ County Auditor's Institute
LOCATION: Austin TX
DATES: April 27, 2020 to April 28, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 2

Does the conference meet your educational requirements for the year? no

If not, how much of your requirements will be met by this conference? n/a

How much of your requirements have been met already, not counting this conference? n/a

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? yes

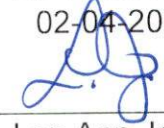
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Informational conference for new auditors

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02-04-2020


Lee Ann Jones,
County Judge

NAME: TONI HUGHES

POSITION: JUSTICE OF THE PEACE

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: JANUARY 27, 2020

CONFERENCE: HOT TOPICS FOR JUSTICE COURTS 10-HOUR SEMINAR

LOCATION: TYLER, TX

DATES: MARCH 30, 2020 – MARCH 31, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Civil Procedures, Legal Advice or Legal Information, Collecting fines in Justice Courts

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02-04-2020

Lee Ann Jones,
County Judge

NAME: MARY SUE KIPER

POSITION: CIVIL CLERK

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: JANUARY 27, 2020

CONFERENCE: HOT TOPICS FOR JUSTICE COURTS 10-HOUR SEMINAR

LOCATION: TYLER, TX

DATES: MARCH 30, 2020 – MARCH 31, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Civil Procedures, Legal Advice or Legal Information, Collecting fines in Justice Courts

PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE

APPROVED

02-04-2020


Lee Ann Jones,
County Judge

NAME: MARIA HERNANDEZ

POSITION: CRIMINAL CLERK

DEPARTMENT: JUSTICE OF THE PEACE PCT 2 & 3

DATE: JANUARY 27, 2020

CONFERENCE: HOT TOPICS FOR JUSTICE COURTS 10-HOUR
SEMINAR

LOCATION: TYLER, TX

DATES: MARCH 30, 2020 – MARCH 31, 2020

Does the conference meet your educational requirements for the year? NO

If not, how much of your requirements will be met already, not counting this conference?

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? YES

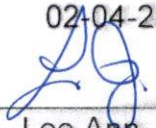
Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

Civil Procedures, Legal Advice or Legal Information, Collecting fines in
Justice Courts

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

APPROVED

02-04-2020



Lee Ann Jones,
County Judge

NAME: David A Gray
POSITION: Justice of the Peace Pct 1 and 4
DEPARTMENT: Justice of the Peace Pct 1 and 4
DATE: January 28, 2020

CONFERENCE: STATE OF TEXAS: DEPARTMENT OF STATE HEALTH
SERVICES-Vital Statistics

LOCATION: Nacogdoches, Texas

DATE: February 27, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: ½ day

Does the conference meet your educational requirement for the year? **no**

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

None

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? Yes, this training is free.

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

STATE OF TEXAS: DEPARTMENT OF STATE HEALTH SERVICES-Vital Statistics is hosting a training on Improving Disaster-Related Death Registration for Justices of the Peace/Medical Examiners. The mission is to train ALL 300+ JP/MEs of Texas, with the support of the Center for Disease Control and Prevention (CDC).

The objectives for this training are:

- 1. Disaster Preparedness and why cause of death is important for public health**
- 2. How to certify causes of death**
- 3. Establish disaster-related causes of death**

APPROVED

02-04-2020

Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: David A Gray

POSITION: Justice of the Peace Pct 1 and 4

DEPARTMENT: Justice of the Peace Pct 1 and 4

DATE: January 28, 2020

CONFERENCE: East Texas Justice of the Peace/Constables Association
Texas Justice Court Training Center
Meeting and Training

LOCATION: Tyler, Texas

DATE: March 11-12, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 1 ½

Does the conference meet your educational requirement for the year? **no**

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

None

How many days have you been away from your job this year for conferences, not counting this conference? 0

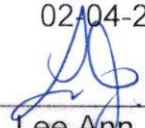
Do you have sufficient funds in your budget for this conference? **Yes**

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

ETJPCA/TJCTC Training session and association meeting. Seminar will cover civil and criminal law that will keep the court current with new laws and procedures.

APPROVED

02/04-2020



Lee Ann Jones,
County Judge

**PANOLA COUNTY OFFICIAL/EMPLOYEE
REQUEST FOR ATTENDANCE AT A CONFERENCE**

NAME: Raven Wallace

POSITION: Justice of the Peace Pct 1 and 4, Clerk

DEPARTMENT: Justice of the Peace Pct 1 and 4

DATE: January 28, 2020

CONFERENCE: East Texas Justice of the Peace/Constables Association
Texas Justice Court Training Center
Meeting and Training

LOCATION: Tyler, Texas

DATE: March 11-12, 2020

NUMBER OF DAYS OUT OF OFFICE FOR THIS CONFERENCE: 1 ½

Does the conference meet your educational requirement for the year? **no**

If not, how much of your requirements will be met by this conference?

How much of your requirements have been met already, not counting this conference?

None

How many days have you been away from your job this year for conferences, not counting this conference? 0

Do you have sufficient funds in your budget for this conference? **Yes**

Write a short statement explaining the public purpose that will be met by your attendance at this conference: (continue on the back if necessary.)

ETJPCA/TJCTC Training session and association meeting. Seminar will cover civil and criminal law that will keep the court current with new laws and procedures.