

Jan. 9, 1967

Commissioners met in regular session:

Bryant Holmes made motion and seconded by Arlan Hackler that O. W. Loyd Have only three deputies. All in favor; Bryant Holmes & Arlan Hackler. All opposed; Jim Shockey, Milton Langford and Judge McKinley. Motion failed to carry.

Opposed to having four Deputies:

Bryant Holmes
A. D. Hackler

FOR Having Four Deputies:

L. G. McKinley
Jim Shockey
M. L. Langford

Jan. 9, 1967

Commissioners met in regular session:

Bryant Holmes made motion to raise the three deputies in sheriff's office \$25 a month. Motion made and passed.

L. G. McKinley
Jim Shockey
Bryant Holmes
M. L. Langford
A. D. Hackler

Form 40-2-04D

1967 JAN 11 AM 8 49

OFFICE OF THE COMPTROLLER OF PUBLIC ACCOUNTS
 D. W. LLOYD
 CLERK I. WILSON COUNTY

FOR THE STATE OF TEXAS
 AUSTIN, TEXAS

STATE COMPTROLLER

JAN 5 1967

CLERK I.
AUSTIN, TEXAS

INSTRUCTIONS NECESSARY FOR MAKING
 DELINQUENT TAX CONTRACTS

UNIFORMITY OF MOST IMPORTANCE

All contracts for the collection of delinquent state and county taxes should be uniform in make-up and executed in triplicate, or in quadruplicate if fourth copy is desired. The Comptroller's Department keeps a mimeographed supply of the form of contract prepared under the direction of the Attorney General and the Comptroller, and counties desiring to enter into such contracts are requested not to present typewritten copies for approval, but to secure and use mimeographed copies of our latest revised form which will be furnished from this office.

It is only after the Commissioners Court has given thirty (30) days written notice to the County Attorney, or to the District Attorney in case there is no County Attorney in the county, to file delinquent tax suits, and the failure of said Attorney to do so within said period, that the Court has authority to enter into a contract pertaining to the collection of delinquent taxes, unless the County or District Attorney, as the case may be, should waive his right to the thirty days notice. This same procedure is required to be carried out in case of any extension or renewal prolonging the contract. If a waiver is given, a contract may be entered into without awaiting the thirty-day period. In case the Attorney is not in a position to comply with the Court's order, and fails or refuses to file written waiver and a contract is entered into after the expiration of thirty days, a certified copy of the order of the Commissioners Court directing the County Attorney to bring suit, together with a certified copy of a subsequent order of said Court showing that the County Attorney had failed or refused to comply with the Court's former order, should accompany the contract when sent for approval.

Condition No. 1, or No. 2, in the first paragraph of the contract should be struck out, according to whether waiver is, or is not, given. The state officials much prefer a waiver, for the reason it indicates

cooperation and harmony among the county officials, which is essential to obtain best results.

A form of waiver and of resolution and order has been prepared for the convenience of the County Attorney and the Commissioners Court, respectively. Two copies of these forms will be furnished with the contract forms; one of each when completed to be kept for the Commissioners Court file, and the others may be used by the County Clerk in writing certified copies to be sent to this Department. THE DATE OF THE WAIVER SHOULD BE ON OR PRIOR TO THE DATE OF THE CONTRACT. THE DATE OF CONTRACT SHOULD BE ON OR PRIOR TO THE EFFECTIVE OR BEGINNING DATE OF SERVICE. OTHERWISE THE CONTRACT WOULD BE RETROACTIVE AND APPROVAL DECLINED.

When a waiver from the County Attorney has been given and a resolution and order of the Commissioners Court made preparatory to entering into a delinquent tax contract, BOTH THE WAIVER AND THE RESOLUTION AND ORDER SHOULD BE RECORDED IN THE MINUTES OF THE COMMISSIONERS COURT AND A CERTIFIED COPY OF EACH SHOULD ACCOMPANY COPIES OF THE CONTRACT WHEN SENT TO THIS OFFICE FOR APPROVAL. The contract should not be recorded until after its approval by the state officials. After approval of the Attorney General and the State Comptroller has been noted on all three copies of the contract they will be returned, one of which should be recorded in the Minutes of the Commissioners Court, and the County Clerk's Certificate noted on all three copies. One copy should be returned for Comptroller's files, one copy retained by the party with whom contract is made, and the other delivered to the County Tax Assessor Collector.

No contract pertaining to the collection of delinquent taxes can extend beyond the administration of the Commissioners Court with which it was made, except the contractor shall be allowed six months thereafter in which to obtain judgment in suits filed prior to the terminating date of his contract, with the further exception that in case of appeal by any party from a trial court judgment it shall be the duty of Second Party to carry to final conclusion all suits thus appealed.

ROBERT S. CALVERT
COMPTROLLER OF PUBLIC ACCOUNTS

WLB:yf

INDEX TO PARAGRAPHS AND SECTIONS
CONTRACT FOR THE COLLECTIONS OF DELINQUENT TAXES
_____ COUNTY

<u>Paragraph</u>	<u>Subject Matter</u>	<u>Page</u>
1	Notice to County Attorney	1
2	Contract Deemed Necessary - Law Reference . .	1
3	Suitable Party, No Official Connection . . .	1
4	Contracting Parties ,	2
 <u>Section</u>		
I	Nature of Service and Taxes Covered	2
II	Delinquent Tax Subject to Contract September First Following Date of Delinquency, Except as Otherwise Provided Because of Suit Filed.	2
III	Call Attention to Errors	3
IV	Communicate, Mail Notices, File Suit.	3
V	Furnish Abstracts where Necessary	4
VI	Assist County Attorney in Preparation for Suit	4
VII	Furnish at Own Expense	5
VIII	Compensation Not to Exceed 15% of Taxes, Penalty and Interest Collected. State Owned Property Exempt	5
IX	Time for Which Contract is Drawn.	6
X	Bond	6
XI	Second Party to Make Monthly Reports	7
XII	Percentage Paid or Placed in Escrow by Collector	7
XIII	File with Tax Collector Copies of Notices, Etc..	8
XIV	Contract not Transferable, Space Furnished . . .	
XV	County Officials to Cooperate with Second Party	

(SEE NOTE ON FOLLOWING PAGE)

NOTE:

These paragraphs, sections and pages should not be disarranged. It is essential for the progress of this work and for the keeping of a proper record thereof to adhere as closely as possible to the provisions of our standard form contract. However, if conditions are such as to warrant a change, a new Section setting forth its provisions should be added to and inserted in the contract preceding the last page prepared for the signatures of the contracting parties, and in case of conflict, reference to the new section can be inserted in other Sections where conflict occurs, if deemed necessary.

Commissioners Court, the Tax Collector, or County or District Attorney now holding office in said county.

NOW, THEREFORE, THIS CONTRACT, made and entered into by and between the County of ~~Upshur~~, Texas, a body politic and corporate, acting herein, and by and through the Commissioners Court, joined by the Comptroller of Public Accounts of the State of Texas, hereinafter styled First Party, and ~~F. A. Hunter~~ of the County of ~~Upshur~~, State of Texas, hereinafter styled Second Party:

W I T N E S S E T H

I.

First Party agrees to employ and does hereby employ Second Party to enforce by suit or otherwise, and to aid and assist the local officers in the enforcement of the collection of all delinquent State and County ad valorem taxes, penalty and interest, and all delinquent taxes, penalty and interest (except taxes of independent school districts and incorporated cities and towns) due any and all political subdivisions or defined districts of said county and State which the County Tax Collector receives and receipts for, under the provisions of Article 7254, Revised Statutes, 1925, and shown to be delinquent upon the delinquent tax records of said county from 1919 to the date of the termination of this contract as fixed in Section IX hereof (including such personal property or insolvent taxes as the Commissioners Court and Second Party mutually deem collectible).

II.

Taxes which are not now delinquent, but which hereafter during the term of this contract are allowed to fall delinquent, shall become subject to the terms of this contract on September 1st of the year in which the same shall become delinquent. And further, with reference to taxes not now delinquent, but which become delinquent during the term hereof, or taxes which may have fallen delinquent on February 1st or subsequent thereto next preceding the date of this contract, it is agreed that where suit is or has been brought on any property for prior years delinquent taxes, Second Party shall include in his action all taxes on the property involved, delinquent before trial, whether before or after September 1st of such year; and where the State and county or impleaded or intervene in a suit brought by another taxing unit, it shall be Second Party's duty to include

in his answer or intervention all taxes delinquent before trial on the property involved, whether such taxes shall fall delinquent before or after September 1st of such year; and in all such cases Second Party shall be entitled to the commission herein provided for collecting delinquent taxes.

III.

Second Party is to call to the attention of the County Tax Collector or other officials any errors, double assessments, or other discrepancies coming under his observation during the progress of the work, and all charges on the tax rolls that show from 1919 to the date of the termination of this contract to be delinquent, which are caused through error, conflicts, double renditions, illegal assessments, etc. A cancellation certificate shall be prepared on forms furnished by the State Comptroller of Public Accounts, Austin, Texas, showing how such errors came about, and which shall be sufficiently full and complete as to justify the Commissioners Court in ordering a cancellation certificate issued, and that will meet with the approval of the Comptroller of Public Accounts, Austin, Texas.

IV.

Second Party hereby agrees and obligates himself to communicate with each and every person, firm, association or corporation owing any of such taxes, with a view of collecting same; and shall, before filing suits for the recovery of delinquent taxes for any year or years prepare, in triplicate, delinquent tax notices, and shall mail one of such notices to the owner or owners of said property at their last known address, covering all delinquent taxes shown to be due on the tax rolls of said county, as provided for in Article 7324, Revised Civil Statutes, 1925, as amended by Chapter 117, page 196, Acts of the 42nd Legislature, Regular Session, and file one copy of such notice with the Tax Assessor Collector. In the event that the taxes, together with penalty and interest, are not paid within thirty (30) days from the date such statements and notices are mailed, then Second Party shall prepare, file and institute, as soon as practical thereafter, a suit for the collection of said taxes, penalty and interest, which suit shall include all past due taxes for all previous years on such tract or tracts; and where there are several lots in the same addition

or subdivision delinquent, belonging to the same owner or owners, all said delinquent lots shall be made the subject of a single suit, and which suit shall be prosecuted with dispatch to final judgment and sale unless said taxes are sooner collected.

V.

Second Party, where it is necessary to prepare and file suits for the enforced collection of delinquent taxes on real property, shall make and furnish an abstract of the property which shall show the amount of delinquent taxes due against each and every tract, lot or parcel of land, and shall show the number of acres so delinquent and a correct description of the property, the year delinquent, how it was charged upon the tax rolls, the correct name of owner or owners of the property at the time it became delinquent, the person from whom and the date that he or they derived title to said property, the Volume and page of public records that his or their deed or other title evidence is of record, and the date that each subsequent change of ownership occurred down to the present ownership. It shall further show the name of any and all outstanding lien holders and lease-hold interests of record, and all other information necessary for the proper preparation and filing of suit or suits for the collection of delinquent taxes. Second Party shall perform these services at his own cost and expense. And in case such abstract is not placed with the papers in a court proceeding, it shall be filed with the Tax Collector for the purpose of maintaining its preservation until such time as all of the taxes to which it pertains, or such part thereof as are held to be due, are paid.

VI.

Second Party shall prepare, or aid and assist the County or District Attorney in preparing, all petitions, citations, notices by publication, personal service citations, notices by posting, judgments, notices of sale, orders of sale and any and all other things necessary or required to be done for the collection of all delinquent taxes, and shall render all necessary and proper assistance to each of the other officers to the end that all taxes assessed or unknown and unrendered now delinquent, or that may become delinquent during the life of this

contract and be so reported on Comptroller's forms provided therefor, may be collected; and when collections are not made, to assist in reducing same to final judgment and sale.

VII.

It is further agreed and understood that Second Party shall furnish, at his own expense, all stationery, legal blanks or forms, stamps, envelopes and printing, together with all labor necessary to complete said contract including labor and expense incurred in procuring data and information as to the name, identity and location of necessary parties, and in procuring necessary legal descriptions of the property as provided in Paragraph V, and the expenses incurred in citing the defendants by publication in all cases where such expenses are not collected as costs against the defendant or defendants in the tax suit, but in no event shall such cost be paid to Second Party; and Second Party shall pay off and discharge any and all bills for any other expenses incurred in the prosecution of said work, and it is hereby understood and agreed that said First Party shall not be responsible for the payment of such expense or any part thereof.

VIII.

First Party agrees to pay to Second Party as compensation for the services hereunder required 15 per cent (not to exceed fifteen (15) per cent) of the amount collected of all delinquent taxes, penalty and interest of the years covered hereby, actually collected and paid to the Collector of Taxes during the term of this contract, which Second Party is instrumental in collecting as evidenced by copies of communication, tax notices or abstracts filed with the Tax Collector prior to the payment of such tax, including collection of taxes on property not appearing on the assessment rolls nor shown delinquent, but which would have been so shown had it been properly assessed, discovered by said Second Party, as and when collected, following the end of each month within the period of this contract, accordingly as the Collector makes up his monthly reports. The percent of compensation here referred to shall be contingent upon the collection of such taxes as by Act of the Legislature are required to be collected. Should any remission of penalty and interest on taxes appearing

on the delinquent records be made by legislative enactment effective during the period of this contract, the same shall not be collected nor commission allowed thereon. Also, ad valorem taxes, delinquent, levied against State-owned property for county and district purposes, the payment of which is to be taken care of by legislative appropriation provided for by Statute, are excluded from the provisions of this contract. Second Party shall not receive or collect any taxes, penalty or interest under this contract, but the same shall be paid to the Tax Assessor-Collector as other delinquent taxes.

IX.

This contract shall be in force from ~~January 3~~ 19 ~~67~~, to ~~December 31~~ 19 ~~68~~, both dates inclusive, (not to extend beyond December 31, 19___, the end of the present administration of the Commissioners Court), and at the expiration of said period this contract shall terminate, except the contractor shall be allowed six (6) months in which to prosecute to trial court judgment suits filed prior to ~~December 31~~ 19 ~~68~~, terminating date of this contract provided, and shall handle to conclusion all suits in which trial court judgments are obtained during the period of this contract and which are appealed by any party. The Commissioners Court and the State Comptroller shall have the right to sooner terminate this contract for cause, giving thirty (30) days written notice of such intention, with a statement of the cause or reasons for such termination, after giving Second Party a reasonable opportunity of explaining or rectifying the same. In case of such termination, Second Party shall be entitled to receive and retain all compensation due up to the date of said termination.

X.

Before any commissions are paid out under the terms of this contract, Second Party shall furnish a good and sufficient bond, payable to the County Judge and to his successors in office, in the sum of ~~1,000.00~~ ^{\$1000.00} Dollars, (not to be less than ~~5,000.00~~ accordingly as the Commissioners Court deems just and proper) to be executed by a solvent surety company; or if executed by private parties, the bond shall be signed by at least three good and sufficient sureties owning unincumbered real estate subject

to execution, of value equal to the amount of bond and conditioned upon the specific performance of the terms hereof, including the making of reports, provided for in Section XI of this contract, and further conditioned that he shall forthwith pay over to the Tax-Collector, or other persons justly entitled thereto, any money or commissions paid him by mistake, through error, or otherwise. Said bond shall be approved in open Commissioners Court, signed by the County Judge, filed and recorded in the County Clerk's office, and certified copy of same furnished to the State Comptroller.

XI.

At the end of each month, or as soon thereafter as the Tax Assessor-Collector shall have made up his report showing collections made for such month, said Second Party shall have access to said report and shall by comparison of the same with his own files or records of service, copies of which he has filed with the Tax Assessor Collector, make up in triplicate a report of collections out of which he is entitled to commission under the terms of this contract. Second Party shall also have access to the Collector's receipts for such Collections and shall, in his reports to be made on forms furnished by the Comptroller, show each year and the taxes collected therefor on a separate line. Also, where collections are made after suit has been filed and commission allowed at a greater or different rate under the terms of this contract Second Party, being guided by the file docket of the Clerk of the Court, shall prepare and attach to his reports to be filed with the Tax Assessor Collector a list showing number of suit and date filed; but in no event shall Second Party receive compensation in excess of fifteen (15) per cent-as herein provided. After the report has been signed and sworn to by Second Party, two copies of the same shall be delivered to the Tax Assessor Collector, one to be attached to and sent with the Collector's monthly report to the Comptroller, the other to be filed in the Collector's office, and the third copy to be retained by Second Party.

XII.

Each month, after having received copies of the contractor's report as provided for in the preceding Section, and after having checked the list

of taxes shown therein with his own report and with copies of communications filed with him, as provided for in Section XIII of this contract, and after having verified the correctness of commissions claimed, the County Tax Assessor Collector is hereby authorized, ordered and directed to deduct the above specified per cent of said taxes, penalty and interest, or such amount as can be allowed under the penalty and interest restriction, to which Second Party is entitled, and to pay the same to him unless otherwise herein directed, and to take his receipt as provided for on Form 107, Contractor's Report, which when received in the Comptroller's office will be the Comptroller's authority to allow the said Tax Assessor Collector credit for the amount so paid. The Tax Assessor Collector, before complying with the provisions of this Section, shall first satisfy himself that the bond required of Second Party under the provisions of Section 10 of this contract has been approved and placed on record in the office of the County Clerk; and it is hereby further provided, that should any question arise regarding commission claimed, the Tax Assessor Collector shall withhold the payment of such commission or an amount equal thereto, placing the same in escrow, and apply to the State and county, accordingly as they may be affected, for information and direction as to the proper amount of commission due to be allowed under the terms of this contract.

NOTE:

Should the Commissioners Court and the contracting party elect that the commissions withheld be placed in an escrow fund and paid to the Second Party otherwise than as provided in Section XII of this contract, another Section setting forth the method of payment to the contracting party should be added to and inserted in this contract preceding the last page prepared for the signatures of the contracting parties.

XIII.

In order that the Tax Assessor Collector may be able to verify and attest the correctness of commissions claimed by Second Party, as evidence of service and to entitle him to the commissions provided for in this contract, Second Party shall file with the Tax Assessor Collector prior to time of payment, copies of such communications, tax notices or abstracts which shall be preserved by the Tax Assessor Collector in some systematical order as will make them easily accessible for the purpose of verification

or for such other value as the same may have in case it becomes necessary for the county and State to buy in such properties at tax sales. Said copy or copies shall also contain such information or reference as will enable the Tax Assessor Collector to readily locate the tax as it appears on his delinquent forms and delinquent records.

XIV.

It is further agreed and understood that this contract is for personal services and is not transferable or assignable without the written consent and approval of First Party. It is also agreed that the Commissioners Court of said county shall furnish suitable space in or near the courthouse, as convenient to the records of said county as may be, for the purpose of carrying out the obligations of this contract by Second Party, all of which shall be performed by him in Upshur County, Texas.

XV.

It shall be the duty of the Commissioners Court and of all other officials of said county to cooperate with and render such reasonable assistance to said Second Party as the circumstances may require. Said assistance, however, is not to include the actual performance of the work herein designated to be performed by Second Party; and it being the duty of the County Attorney or of the District Attorney (where there is no County Attorney) to actively assist Second Party in the filing and pushing to a speedy conclusion all suits for the collection of delinquent taxes, it is hereby provided that where the County Attorney or District Attorney (where there is no County Attorney) shall fail or refuse to file and prosecute such suits in good faith, the Attorney prosecuting suits under this contract is here fully empowered and authorized to proceed with such suits without the joinder and assistance of said County or District Attorney. Second party shall not become the purchaser of any property at tax sales under this contract, but may bid in the property for the State or county at such sales.

Revised - 1952

IN CONSIDERATION of the terms and compensation herein stated, the Second Party hereby accepts said employment and undertakes the performance of said contract as above written.

WITNESS the signatures of all parties hereto in triplicate originals, this the 3rd day of January, A. D. 1967,
Hunt County, State of Texas.

BY:

L. H. McKinney
County Judge

Jim Shover
Commissioner, Precinct No. 1

Raymond Holmes
Commissioner, Precinct No. 2

M. L. Longford
Commissioner, Precinct No. 3

A. D. Wackler
Commissioner, Precinct No. 4

FIRST PARTY

Howard A. Hunter
SECOND PARTY

THE STATE OF TEXAS
DEPARTMENT OF COMPTROLLER

Examined and approved as to substance and form only, on this the
9th day of Jan, A. D. 1967.

Robert S. Colwell
COMPTROLLER
OF PUBLIC ACCOUNTS, STATE OF TEXAS

Examined and approved as to substance and form only, on this the
6th day of JANUARY, A. D. 1967.

Charles S. Martin
ATTORNEY GENERAL
By: Edward J. Jones
- 10 -
Asst. Atty. Gen.

