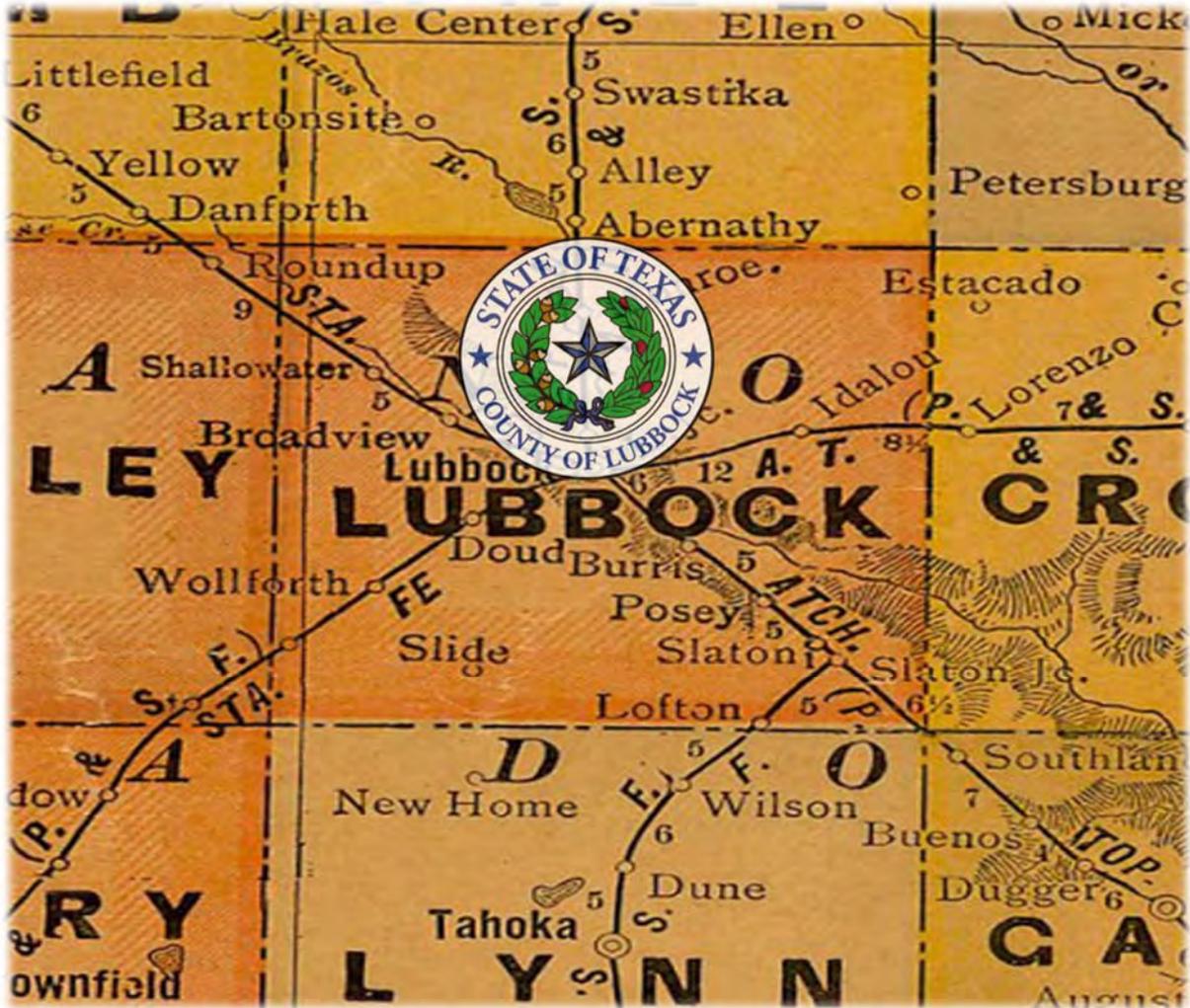


LUBBOCK COUNTY, TEXAS



Budget Year From: October 1, 2020 to September 30, 2021

ADOPTED BUDGET FY 2020-2021

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



Budget Year from
October 1, 2020 to September 30, 2021



Lubbock County TX

This budget will raise more revenue from property taxes than last year’s budget by an amount of \$3,350,058 or 4.65 percent increase from last year’s budget. The property tax revenue to be raised from new property added to the tax roll this year is \$2,000,381.

<i>Vote of each member of the Commissioners’ Court by name voting on the</i>		
Commissioners’ Court Members	Adoption of Budget	Setting the Property Tax Rate
Curtis Parrish, County Judge	Yay <u>X</u> Nay ___	Yay <u>X</u> Nay ___
Bill McCay, Comm., Prec. #1	Yay <u>X</u> Nay ___	Yay <u>X</u> Nay ___
Jason Corley, Comm., Prec. #2	Yay <u>X</u> Nay ___	Yay ___ Nay <u>X</u> ___
Gilbert Flores, Comm., Prec. #3	Yay <u>X</u> Nay ___	Yay <u>X</u> Nay ___
Chad Seay, Comm., Prec. #4	Yay <u>X</u> Nay ___	Yay ___ Nay <u>X</u> ___

Comparative Tax Rates		
Tax Rates	FY20	FY21
Property Tax Rate	.339978	.339978
No-New-Revenue (Effective) Tax Rate	.339978	.330575
No-New-Revenue (Effective) Maintenance and Operations Tax Rate	.440589	.428275
Voter-Approval (Rollback) Tax Rate	.515164	.473888
Debt Tax Rate	.039328	.038636

Debt Obligations		
	FY20	FY21
Total amount of County Debt Obligations	\$31,725,000	\$30,565,000

BUDGET CERTIFICATE

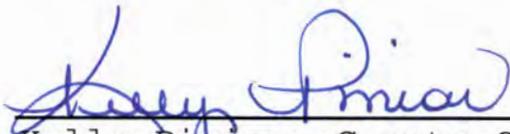
Budget Year from October 1, 2020 to September 30, 2021

**THE STATE OF TEXAS
COUNTY OF LUBBOCK**

We, Kathy Williams, County Auditor; and Kelly Pinion, County Clerk of Lubbock County, Texas, do hereby certify that the attached budget is a true and correct copy of the Budget of Lubbock County, Texas, as passed and approved by Commissioners Court of said County on the 14th day of September 2020, as the same appears on file in the office of the County Clerk of said County.



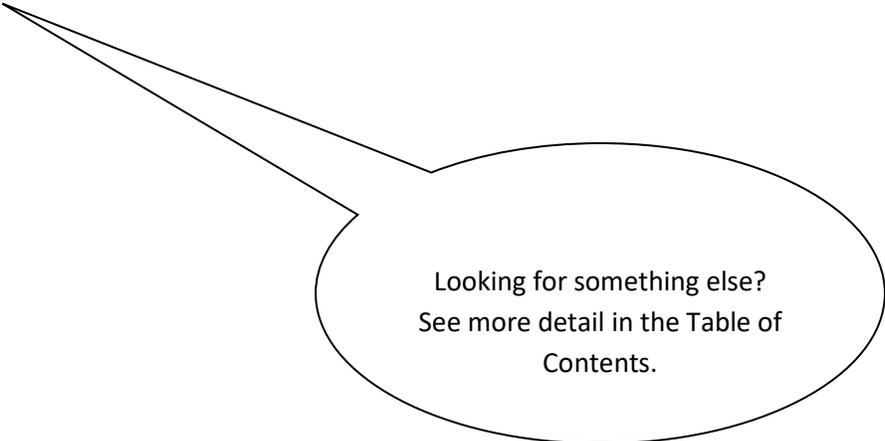
Kathy Williams, County Auditor



Kelly Pinion, County Clerk

COMMON QUESTIONS ABOUT THE BUDGET

- What's the County's tax rate? [p. 56, Chart p. 59](#)
- What's the total budget of the County? [p.18](#)
- How much revenue comes from taxes and what are other sources of revenue? [p. 56 and p. 64-66](#)
- How much will Road and Bridge spend? [Total Budget p. 182-183, Chart p. 181](#)
- How many employees work for the County and where? [p. 340-342, Summary on p. 343](#)
- Does the County have a financial policy that guides how funds are reported, invested, and audited?
[p. 43 and p. 390-404](#)
- What does "GAAP" mean? [Glossary p. 410](#)
- What's the population of Lubbock County? [p. 22](#)
- What is the total budget of the Lubbock County Detention Center? [p. 114](#)



Looking for something else?
See more detail in the Table of
Contents.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Lubbock County

Texas

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morrill

Executive Director

LUBBOCK COUNTY, TEXAS
Adopted Budget 2020 – 2021
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LUBBOCK COUNTY

Kathy Williams
County Auditor

Rhonda Scott
First Assistant Auditor



P.O. Box 10536
916 Main, Suite 700
Lubbock, Texas 79408-3536
Phone: (806) 775-1097
Fax: (806) 775-7917

October 1, 2020

The Honorable County Judge and County Commissioners:

I'm pleased to present the FY2021 Lubbock County Operating Budget adopted by the Lubbock County Commissioners' Court on Monday, September 14, 2020. From October 1, 2020 through September 30, 2021, this document will be used as the management control device of Lubbock County to guide county officials and department heads throughout the year.

The budget was developed during the early months of the Coronavirus (COVID-19) pandemic when our day to day lives were drastically changed and the future economic conditions were full of uncertainty. The Commissioner's Court as well as county officials and department directors worked together to keep budget growth minimal while prioritizing the budget so as to avoid bigger impacts later, protecting our valued and skilled employees, protecting our ability and capacity to operate in future years while meeting the demands for essential and required services for Lubbock County citizens in an economical fashion during a time of economic uncertainty.

The County continues to maintain a very conservative philosophy and work towards their strategic plan of efficient government, public safety, employee excellence, service excellence, and emergency management that is reflected in the overall budget and financial policies. With the strategic goals in mind, the County still had major challenges that had to be addressed during the budget season. Reconciling budget needs within the new S.B.2 tax rate cap of 3.5% on property tax revenues, the effects of the COVID-19 on revenues and expenditures, and the Court's primary focus on maintaining public safety during this budget process was accomplished with the Court's approval of the current tax rate, \$0.339978. The County continues to maintain a very conservative philosophy and work towards their strategic plan of efficient government, public safety, employee excellence, service excellence, and emergency management that is reflected in the overall budget and financial policies.

Departments continually find innovative ways to streamline operations. This year 48% of County departments submitted a lower or flat budget compared to last year due to the facing epidemic. This document exhibits a direct result of immense cooperation and effort on behalf of the Lubbock County-Elected Officials, Appointed Officials, Department Heads and the Commissioners' Court.

The FY2021 budget process began in May, with guidelines, goals and objectives communicated to the departments while preparing their initial budget request. The Auditor's Office receives and compiles the initial requests. The Commissioners' Court held budget hearings that were posted in accordance with the Open Meetings Act, codified in the Government Code Chapter 551 a State of Texas statute, for public input throughout the budget process. Departments participated by presenting their budget and requested before the open court. Due to the social distancing and crowds of 10 or less, discussions were streamed via Zoom for the public. The overall budget process continues to be successful and we receive overwhelming cooperation from all County departments. Following a public hearing on September 14, 2020, the budget was adopted with a 4 to 1 vote.

Coronavirus (COVID-19) Pandemic

On March 13, 2020, the Lubbock County Commissioner's Court followed suit in declaring Lubbock County a natural disaster following the disaster declaration of President Donald J. Trump and Texas Governor Greg Abbott. The Governor's declaration required a stay at home order and closed schools, bars, restaurants, as well as limited social gatherings to 10 people or less in response to the COVID-19 pandemic. County officials and department heads immediately closed certain offices, began social distancing, erected plexiglass shields in offices in with public traffic, wearing mask and implemented remote work programs for all possible positions. The IT department systematically set up departments with laptops, software and programs to effectively work remote enabling them to continue to perform their duties. At this point the effects on budgetary items shifted from travel expenditures to technology and supplies. However, because of the uncertain financial impact on revenues and expenditures due to COVID-19, during the budget process, the Commissioner' Court appropriated \$2.6 million in a contingency account.

Ad Valorem Taxes

Existing property values for the average homeowner on the tax roll in Lubbock County increased by an average of 4.2% in tax year 2020 (Fiscal Year 2020-2021). The Commissioners' Court approved the current tax rate of \$0.339978 per \$100 valuation which is an increase of \$0.009403 over the No New Revenue rate of \$0.330575. The amount of taxes imposed on the average home would increase approximately \$9.02 for the year due to higher valuations. New property added to the tax roll for the first time in tax year 2020 generated \$3,350,058.

Revenue Changes – General Fund

Various revenue line items increased with the most significant increases being ad valorem tax in the amount of \$2,997,749, sales tax in the amount of \$712,386, motor vehicle sales tax in the amount of \$106,821, and board bills in the amount of \$153,146.

Expenditure Changes – General Fund

The General Fund budget for FY2021 is \$115,335,963, which represents a 3.32% increase above the \$111,630,197 budget for FY2020. An increase of 2.44 million for law enforcement and detention officer salary expenditures contributed to Public Safety's increase in this year's budget.

The table on page 1 shows a comparison of the adopted budget for each fund.

Financial Stability

Lubbock County remains financially strong as reflected by S&P Global affirming its long-term rating to AA+ in August 2019 and Moody's Investor Services, Inc. rating of Aa1. The rating agencies look at a variety of factors when rating the county, including population growth, economic climate, financial stability, tax base expansion and diversification coupled with sound management practices and policies in place and the balance of unreserved funds.

Unreserved general fund balance for FY2020 is estimated at \$40.39 million which represents approximately 35% of budgeted FY2021. These unreserved funds are necessary to fund expenditures for the first three months of the fiscal year since property tax revenues are not considered delinquent until January. Throughout the year additional unreserved funds are used only for one-time expenditures in the case of grave public necessity to meet an unusual or unforeseen condition that could not have been included in the original budget.

Budget in Brief

Overview

The FY2021 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. Some specific challenges faced by Lubbock County in preparing the 2021 Budget are maintaining current operations, providing continued resources for an integrated justice and information management system, addressing minimal critical permanent improvements, completing a law enforcement that began prior to FY2021 and preserving fund balance with limited growth in revenue.

The Budget also provides for targeted investments in Commissioners' Court priority areas. The following initiatives are included in the Budget.

- Increasing payroll to provide law enforcement and detention officers with resources to complete the final phase of the STEP salary program as well as funding some disparity pay.
- Providing resources for eighteen vehicles for patrol, CID, CSI, Narcotics, Inmate Transport, the Maintenance department and Texas AgriLife.
- Providing resources for Video Visitation Solutions, Video Surveillance and Access Control System upgrade for law enforcement.
- Providing resources for the purchase of SCBA (self-contained breathing apparatus) and bunker gear for eleven Volunteer Fire Departments.
- Providing addition resources for the county wide technology implementation, Network UPS and backup storage solutions.

The total FY2021 Budget adopted for all funds by the Commissioners' Court was \$244,972,768, a net increase of \$46,042,221 or 18.8% in comparison to the FY2020 adopted budget.

Some of the changes in this budget when compared to the prior year budget include:

- Capital improvements including the CRTC building.
- Capital outlay for law enforcement technology software and integrated justice and information management systems
- Issuance of bonds for the engineering phase for road improvements, Better Safer Roads.
- Construction cost of the Lubbock County Expo Center for Lubbock County's contribution to the venue project.
- CARES and HAVA CARES act with addition resources for COVID-19 expenditures.

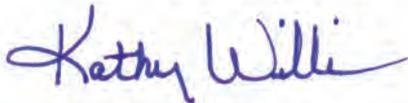
Summary

Considerable time was spent reviewing budget requests for compliance with the overall goals of the County. This is a solid budget and one that meets the demands of the growing County. Even though, many departmental budgets were reduced or held at FY2020 appropriations, officials are prepared to make careful expenditure decisions while controlling their costs and will continue to implement improved efficiencies to meet the public's demand for services. The budget summaries that follow provide a very thorough and detailed view of the various changes in revenues and expenditures.

I deeply appreciate the hard work and dedication as the Elected Officials and Department Heads of the County for working so well with the Auditor's Office throughout the year.

I would like to express my deep appreciation to the Auditor's Office staff as well for their hard work and dedication in helping craft the FY2021 budget. This year under incredible circumstances, they persevered and did an incredible job for which they are to be commended. Their continued assistance throughout the budget process and the entire fiscal year are a blessing to me and the citizens of Lubbock County. Producing the County Budget is very much a team effort and the specific skills of each employee in this office plays a vital role in making the budget process and this Budget a continued success.

Respectfully submitted,



Kathy Williams
Lubbock County Auditor

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



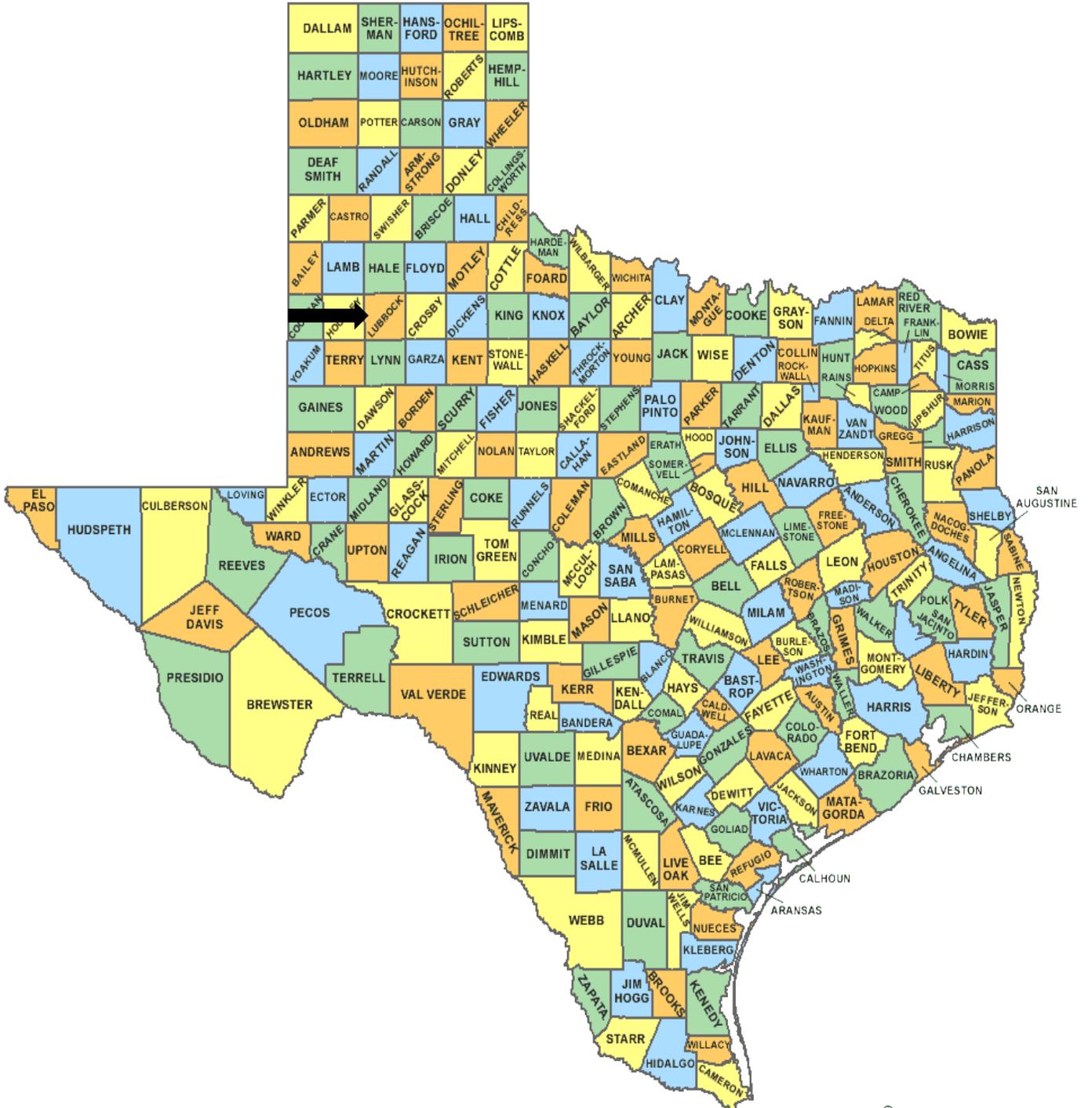
Organizational Summaries

LUBBOCK COUNTY, TEXAS
TWO YEAR EXPENDITURE COMPARISON
ALL FUNDS

Fund	FY 2020 Budget	FY 2021 Budget	Variance	% Change
011 GENERAL FUND	\$ 111,630,197	\$ 115,335,963	\$ 3,705,766	3.32%
020 CONSOLIDATED ROAD AND BRID	9,769,220	10,135,018	365,798	3.74%
031 PRECINCT 1 PARK	224,267	229,858	5,591	2.49%
032 SLATON/ROOSEVELT PARK	227,038	229,802	2,764	1.22%
033 IDALOU/NEW DEAL PARK	261,079	123,560	(137,519)	-52.67%
034 SHALLOWATER PARK	155,527	261,227	105,700	67.96%
041 PERMANENT IMPROVEMENT	5,581,215	5,566,588	(14,627)	-0.26%
042 NEW ROAD	634,861	-	(634,861)	-100.00%
043 LCETRZ NO1 TAX INCREMENT F	553,604	703,090	149,486	27.00%
046 TJJJ (P) JJAEP GRANT	80,000	80,000	-	0.00%
047 TJJJ (R) REG DIVERSION GRA	12,422	15,628	3,206	25.81%
050 JUVENILE STAR PROGRAM	610,804	601,895	(8,909)	-1.46%
051 JUVENILE PROBATION	7,294,549	7,268,579	(25,970)	-0.36%
054 TJJJ (A) JUV PROB COMM GRA	2,088,835	2,060,335	(28,500)	-1.36%
055 JUVENILE DETENTION	4,502,836	4,504,336	1,500	0.03%
057 JUVENILE FOOD SERVICE	380,238	382,238	2,000	0.53%
064 TJJJ (E) TITLE IV E GRANT	204,400	204,400	-	0.00%
066 CJD RE ENTRY DRUG COURT GR	40,953	40,953	-	0.00%
067 CJD DWI COURT GRANT	36,612	36,612	-	0.00%
070 ON LINE ACCESS	185,000	185,000	-	0.00%
072 CJD DRUG COURT GRANT	48,991	48,991	-	0.00%
074 COUNTY DRUG COURT COURT CO	38,740	38,740	-	0.00%
075 DISPUTE RESOLUTION	334,900	342,950	8,050	2.40%
076 USDA AG MEDIATION GRANT	420,000	420,000	-	0.00%
077 DOMESTIC RELATIONS OFFICE	213,000	199,000	(14,000)	-6.57%
079 VENUE HOT & STVR TAX	2,530,000	2,120,000	(410,000)	-16.21%
081 LAW LIBRARY	181,853	198,905	17,052	9.38%
083 ELECTION SERVICES	769,775	769,775	-	0.00%
084 HELP AMERICA VOTE ACT	-	200,000	200,000	0.00%
085 ELECTION ADMINISTRATION	67,700	67,700	-	0.00%
086 ELECTION EQUIPMENT	79,500	85,500	6,000	7.55%
089 HISTORICAL CANNON RESTORAT	11,625	-	(11,625)	-100.00%
090 DIST CLK RECORDS MGT. AND	44,701	41,701	(3,000)	-6.71%
091 CTY CLK RECORDS MGT. AND P	585,725	610,334	24,609	4.20%
092 CTY RECORDS MGT. AND PRES	332,948	82,948	(250,000)	-75.09%
093 COURTHOUSE SECURITY	110,000	110,000	-	0.00%
094 COURT RECORD PRESERVATION	50,500	50,500	-	0.00%
095 LOCAL TRUANCY PREVENT & DI	-	10,000	10,000	0.00%
096 HISTORICAL COMMISSION	12,775	6,350	(6,425)	-50.29%
097 CHILD ABUSE PREVENTION	425	325	(100)	-23.53%
098 JUSTICE COURT TECHNOLOGY	116,900	-	(116,900)	-100.00%
099 CTY/DIST COURT TECHNOLOGY	6,850	10,000	3,150	45.99%
102 DIST COURT RECORDS TECHNOL	101,600	64,250	(37,350)	-36.76%
103 COUNTY CLERK RECORDS ARCHI	1,465,000	1,460,000	(5,000)	-0.34%
105 COMMUNITY/ECONOMIC DEV PRG	139,423	16,000	(123,423)	-88.52%
108 JP1 JUSTICE COURT TECHNOLO	-	58,153	58,153	0.00%
109 JP2 JUSTICE COURT TECHNOLO	-	47,812	47,812	0.00%
110 JP3 JUSTICE COURT TECHNOLO	-	8,100	8,100	0.00%
111 JP4 JUSTICE COURT TECHNOLO	-	8,500	8,500	0.00%
113 REGIONAL PUBLIC DEFENDER G	6,300,985	6,390,670	89,685	1.42%
122 SHERIFF CONTRABAND	363,500	363,500	-	0.00%
124 INMATE SUPPLY	847,000	864,000	17,000	2.01%
126 VINE GRANT	27,716	30,171	2,455	8.86%
128 HOMELAND SECURITY GRANT	182,927	135,962	(46,965)	-25.67%
142 LEOSE SHERIFF	120,688	120,688	-	0.00%
145 SHERIFF COMMISSARY SALARY	597,418	656,701	59,283	9.92%
146 LECD EMER COMMUNICATION GR	-	-	-	0.00%
148 MAT RE-ENTRY PROGRAM	-	219,984	219,984	0.00%
150 TAG GRANT	811,356	1,002,028	190,672	23.50%
152 JMHCP GRANT	232,655	-	(232,655)	-100.00%
161 CDA BUSINESS CRIMES	108,500	108,500	-	0.00%
163 CDA CONTRABAND	76,500	76,500	-	0.00%
164 CDA SPATTF GRANT	723,972	718,054	(5,918)	-0.82%
166 CDA JAG GRANT	171,803	172,422	619	0.36%
168 CDA Border Prosecution Uni	-	199,700	199,700	0.00%
171 CDA VOCA VICTIM ADV PROJEC	271,182	271,182	-	0.00%
201 GEN OB REFUNDING BOND SRS	6,459,418	6,427,503	(31,915)	-0.49%
202 UNLIMITED TAX ROAD BONDS 2	400,659	1,395,686	995,027	248.35%
204 TAX NOTES, SERIES 2013	1,424,160	-	(1,424,160)	-100.00%
206 GEN OB REFUNDING BOND SRS	198,784	891,011	692,227	348.23%
208 SPECIAL TAX REVENUE BONDS	-	604,567	604,567	0.00%
301 MPO ROAD CONSTRUCTION FUND	2,863,236	1,721,096	(1,142,140)	-39.89%
302 TAX ROAD BOND CONTRUCTION	5,126,000	46,091,727	40,965,727	799.18%
306 CRTC RENOVATIONS	151,787	-	(151,787)	-100.00%
307 CRTC RENOVATIONS #2	2,003,213	1,961,000	(42,213)	-2.11%
308 VENUE CAPITAL PROJECT	-	5,000,000	5,000,000	0.00%
401 EMPLOYEE HEALTH BENEFIT	13,200,000	12,878,000	(322,000)	-2.44%
403 WORKERS COMPENSATION	4,130,500	1,630,500	(2,500,000)	-60.53%
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$ 198,930,547	\$ 244,972,768	\$ 46,042,221	23.14%

MAP OF TEXAS COUNTIES

<http://county-map.digital-topo-maps.com/texas.shtml>



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TEXAS COUNTY GOVERNMENT

➤ **History**

- Prior to the revolution of Texas against Mexico, there was no political subdivision at the county level. In 1835 Texas was divided into departments and municipalities. Under the new Republic in 1836 the 23 municipalities became counties. When Texas became a state in 1845, there were 36 counties. Under the state constitution of 1845, county government varied little from that under the Republic. The only major change was one that made all county offices elective positions. When Texas entered the Confederacy in 1861 and adopted a new state constitution, there were 122 counties. Ten years after Reconstruction from the Civil War, the Constitution of 1876 was adopted and is the present state constitution. The number of counties increased steadily until there were 254 counties in 1931.

➤ **Function**

- Major responsibilities include maintaining county roads, recreational facilities, and in some cases, county airports; constructing and operating jails; operating the judicial system; maintaining public records; collecting property taxes; issuing vehicle registration and transfers; and registering voters. Counties also provide law enforcement, conduct elections and provide health and social services to many poor county residents.

➤ **Structure**

- County government structure is spelled out in the Texas Constitution, which makes counties functional agents of the state. Thus, counties, unlike cities, are limited in their action to areas of responsibility specifically spelled out in laws passed by the Legislature. At the heart of each county is the Commissioners' Court. Each Texas County has four precinct commissioners and a county judge who serves on this court. Although this body conducts the general business of the county and oversees financial matters, the Texas Constitution established a strong system of checks and balances by creating other elective offices in each county. The major elective offices found in most counties include county attorneys, county and district clerks, county treasurers, sheriffs, county tax assessor-collectors, justices of the peace, and constables. As a part of the checks and balances system, counties have an auditor appointed by the district courts. While many county functions are administered by elected officials, others are performed by individuals employed by the Commissioners' Court. They include such departments as public health and human services, personnel and budget, and in some counties, public transportation and emergency medical services.

Source- Texas Association of Counties

LUBBOCK COUNTY HISTORY

Lubbock County was created on August 21, 1876 by an act of legislation in Austin that divided Bexar County, which included parts of Northwest Texas and the South Plains, into forty-eight counties. One of the newly formed counties, known as Lubbock County, was named after Tom S. Lubbock, a former Texas Ranger, and brother of Francis R. Lubbock, Civil War Governor of Texas. At its creation, Lubbock County was attached to Baylor County and remained an appendage of that County until the organization of Crosby County in 1887.

Many distinct individuals were responsible for the formation of Lubbock County, some of the more notorious were: W.E. Rainer, W.D. Crump and Associates, and Frank Wheelock.

W.E. Rainer was a wealthy cattleman, manager, and part owner of the Rayner Cattle Company, with home offices in St. Louis, MO. Once established in the county, Rainer decided to form a city on the north side of the canyon, and call his new town Monterey. At the same time, another father of Lubbock, W.D. Crump, wished to build on the north side of the canyon, and name his new establishment Old Lubbock. After the development of these new townships talk began as to where the county seat would be established. Hence, conflict. Crump wanted the seat in Old Lubbock and Rainer wanted Monterey. Eventually, the two factions compromised and land was purchased for \$1,920.00, January 21, 1891, for the formation of the city of Lubbock and the establishment of the county seat. Almost immediately, the movement from Monterey and Old Lubbock began.

Once the county seat was determined, the election to organize the county was held on March 10, 1891. Colonel G.W. Shannon was elected the first County Judge. His term lasted until the 17th of November, 1894 where he was succeeded by P.F. Brown. The first County Commissioners of Lubbock were: J.D. Caldwell, F.E. Wheelock, L.D. Hund and Van Sanders. The first Sheriff was William M. Lay, while Will F. Hendrix took his role as the first County Attorney and George Wolffarth, was termed the first County Clerk.

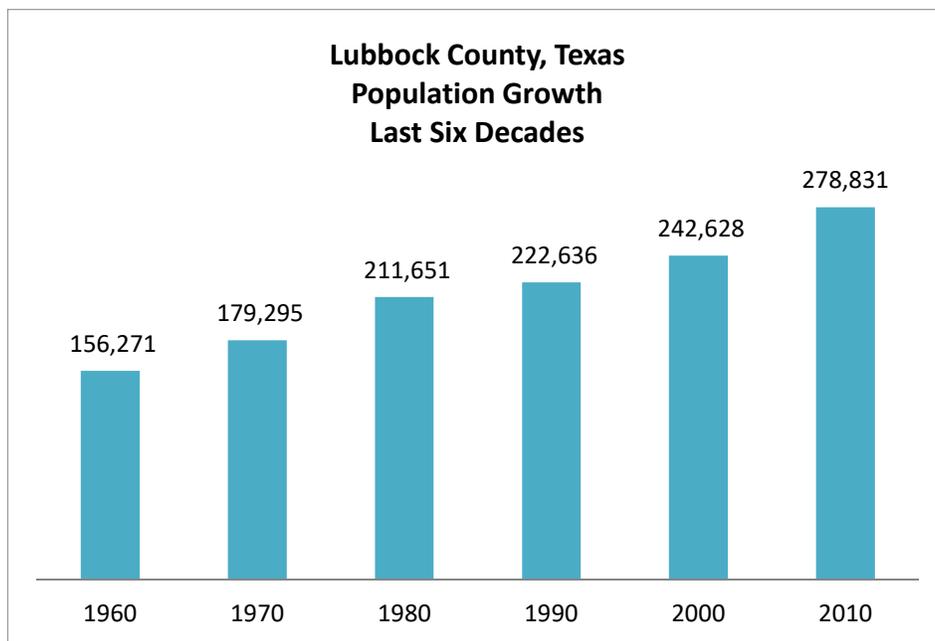
By 1891, the Lubbock County Government was fully functional. To make everything official, the county jail was approved May 11, 1891, giving the first churches of Lubbock a place to congregate. The jailhouse also served the community as a temporary school and a sort of social center. The city of Lubbock incorporated in 1909, therefore from 1891 to 1909 the Commissioners' Court was the governing body of the town and county.

The first courthouse was a large, 2-story frame building. All construction materials had to be hauled from Amarillo and Colorado City since the Lubbock area did not have an abundance of trees. Once the courthouse was built, churches left the jail and used this new county building as their meeting place.

In 1900 there were nearly 300 people in the county which included 70 to 80 families. The four-cornered frame courthouse was the heart of the community in this little High Plains town. Two of the reasons being was because of the public water trough by the windmill, which was for very many years the town's nearest approach to a water system; also, surrounding the courthouse were the public barbecue pits that had been dug on the east side of the square. The first hotel in Lubbock, the Nicolett Hotel, still shared domination of the landscape with the courthouse, but to the residents and visitors of the plains, the most striking feature would have undoubtedly been the windmill, an engineering spectacle which dotted the horizon and fields of the South Plains. The windmill has been a major necessity for the survival and growth of the civilization of the High Plains by supplying water and a livelihood to the pioneers, crops, and cattle of the dusty plain.

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
POPULATION GROWTH**

Year	Population	% Change
1960	156,271	-
1970	179,295	14.73%
1980	211,651	18.05%
1990	222,636	5.19%
2000	242,628	8.98%
2010	278,831	14.92%



Sources: 1960-2010, U.S. Census Bureau, <http://2010.census.gov/2010census/data/>

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
TOP TEN PRINCIPAL TAXPAYERS
September 30, 2020**

Taxpayer	Type of Business	Taxable Value	% of Total Taxable Assessed Value
Southwestern Public Service	Electricity Utility	\$192,158,202	0.82%
Macerich South Plains LP	Real Estate Holdings	\$138,959,680	0.59%
United Supermarket LLC	Retail Supermarket	\$131,269,305	0.56%
ENERGAS/ATMOS CORP	Natural Gas Utility	\$119,838,342	0.51%
WAL MART STORES INC	Retail	\$81,220,538	0.34%
BNSF RAILWAY CO	Transportation	\$73,709,670	0.31%
South Plains Electric Coop Inc.	Electricity Utility	\$60,237,380	0.26%
ACC OP LLC	Apartments	\$53,585,871	0.23%
CCC-Lubbock LLC	Apartments	\$45,500,563	0.19%
CHP Raider Ranch TX Owner LLC	Real Estate Holdings	\$38,668,036	0.16%

Total Taxable Value - Top Ten Taxpayers	\$935,147,587	3.97%
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Total Assessed Value of Real Property (Certified Values)	\$23,549,855,035
--	------------------

Source: Lubbock County Appraisal District

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
Employment and Industries in the Lubbock, Texas Area**

Lubbock's largest private employers:

United Supermarkets
At&T Communications
Convergys Corporation
Excell Services
Tyco Fire Protection
Suddenlink Communications
G Boren Services
Sonic Drive-In
Walmart
Wells Fargo Phone Bank

Lubbock's largest public employers:

Texas Tech University
Covenant Health System
Lubbock Independent School District
University Medical Center
City of Lubbock
Texas Tech Health Sciences Center
Lubbock County
Lubbock State School
Friendship Independent School District
U.S. Postal Service

<https://www.citytowninfo.com/places/texas/lubbock/work>

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
MISCELLANEOUS STATISTICS**

Created by Act of State Legislature August 21, 1876.

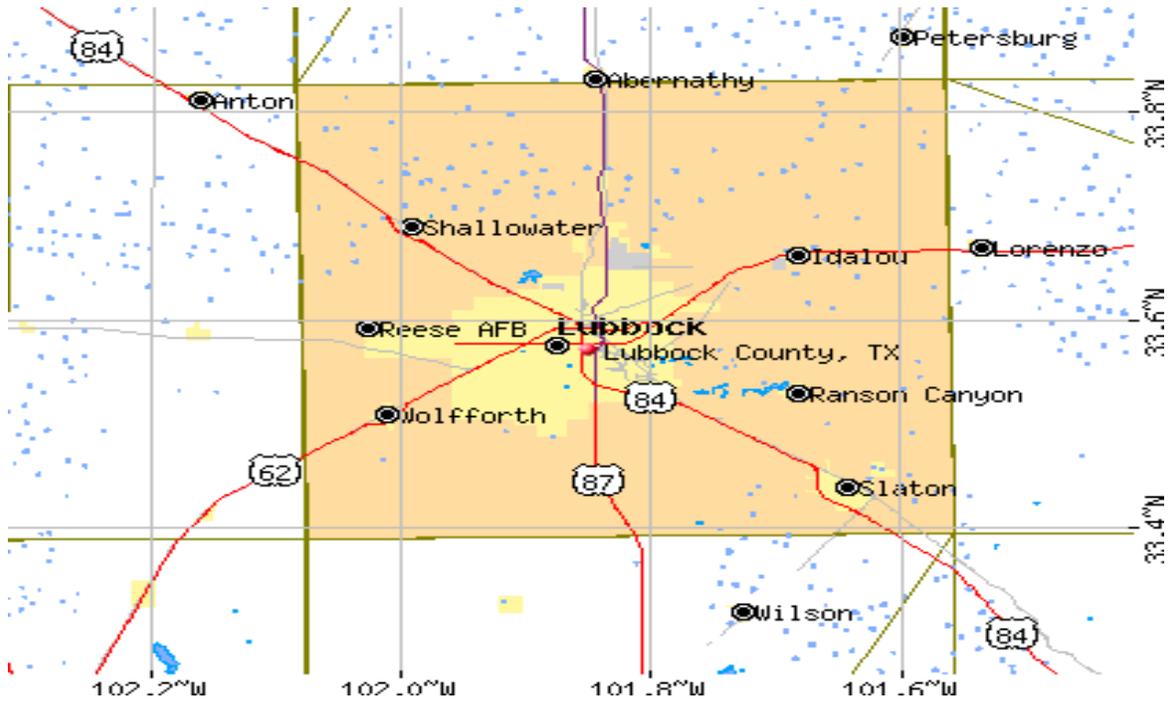
Form of Government:

Political Subdivision of the State of Texas, a Public Corporation, with a County Judge and four Commissioners as the governing body. The Commissioners' Court has only the powers as authorized by the Constitution of Texas or the State legislature or implied therefrom.

Officials Elected by Vote of People:	32
County Employees Including Those on Grant Programs:	1,209
Organized School Districts in County:	8
Incorporated Municipalities in County:	9
Area in Square Miles:	895.6

Lubbock is the heart of West Texas and is the economic center of a 25-County region. Lubbock boasts a strong diverse economy that is grounded in agriculture, manufacturing and retail trade, as well as, government, education and health care.

**LUBBOCK COUNTY, TEXAS
FACT SHEET**



County Houses: 130,521
 Land area: 895.6 sq. mi.
 Water area: 5.1 sq. mi.
 Median age: 31.31 years
 Males: 49.3%, Females: 50.7%
 Average wage per job in 2019: \$45,118

Jobs in 2019: 149,119
 Total labor force in 2020: 157,142
 Unemployment rate in 2020: 5.1%
 Average household size: 2.57
 Median household income: \$51,179

Cities in this county include: Lubbock, Slaton, Wolfforth, Idalou, Shallowater, Ransom Canyon, Buffalo Springs, New Deal, Abernathy

Notable locations in Lubbock County: City of Lubbock Industrial Area, County Line, Forest Ranch, S-Bar Ranch, Lubbock Business Park, Shallowater Water Field, National Ranching Heritage Center, Texas Air Museum, Lubbock Lake Landmark

Cemeteries: Estacado Cemetery, Becton Cemetery, Idalou Cemetery, Carlisle Cemetery, City of Lubbock Cemetery, Englewood Cemetery, Peaceful Gardens Memorial Park, Resthaven Cemetery, Wolfforth Cemetery

Reservoirs: Lubbock Terminal Reservoir, Clear Water Lake, Blake Lake, Benson Lake, Arnett Lake, Buffalo Springs Lake, Lake Ransom Canyon

People 25 years of age or older with a high school degree or higher: 85.8%
 People 25 years of age or older with a bachelor's degree or higher: 29.1%

Source: census.gov, Lubbockeda.org, texas.hometownlocator.com, texaslmi.com, txcip.org

LUBBOCK COUNTY, TEXAS
Strategic Planning

Strategic planning is Lubbock County's process of defining its direction and making decisions on allocating resources to pursue this strategy, including capital and people. The Strategic Planning Committee consists of key Lubbock County personnel and assesses the Strategic Plan and updates the direction the County is going based on current events while driving toward long range goals. Strategic Planning is the cornerstone for communicating needs, completing tasks, and staying focused on long range goals to provide a sense of direction, continuity, and effective staffing and leadership for Lubbock County to best utilize resources to provide services to the citizens of Lubbock County. The Strategic Plan was first adopted on September 25, 2006 and is currently being implemented in steps, with some initiatives already underway. Lubbock County's Strategic Plan is presented in the appendix beginning on page 329.

LUBBOCK COUNTY, TEXAS
Organizational Goals and Strategic Plan

County Vision

Our vision is to provide the highest level of effective and efficient public service to meet the growing demands of Lubbock County.

County Mission

Our mission is to serve Lubbock County by providing public service with integrity, compassion, and professionalism through innovative leadership.

Lubbock County Values

- Our employees are our greatest resource
- Teamwork, Openness, and Integrity
- Dignity, Respect, and Compassion for all individuals
- Accountability and Responsiveness
- Public trust and confidence
- A safe environment for our employees and citizens

Key Assumptions

Key assumptions are identified to ensure that current and future issues are considered prior to the implementation of an effective plan. Assumptions include components such as:

- Funding and resources will change.
- Increasing demand and competition for available resources.
- Diverse and dynamic employment pool.
- Increasing workload on existing employees.
- Need for flexibility, prioritization, and innovative solutions.
- Increasing interaction with other governmental entities.
- Utilize pro-active leadership in seeking innovative solutions.

Goals

- Efficient Government
- Public Safety
- Employee Excellence
- Service Excellence
- Emergency Management

**LUBBOCK COUNTY, TEXAS
ORGANIZATION BY FUNCTION**

General Administration

- Commissioners' Court (4)
- County Judge
- County Clerk
- Technology & Information Systems
- Emergency Management
- Non Departmental
- Information Services
- Records Preservation

Public Facilities

- Facility Maintenance
- Parks
- Permanent Improvement
- Parking

Judicial

- District Clerk
- Justice of the Peace (4)
- County Courts at Law (3)
- District Judges (6)
- Courts of Appeals Justices (4)
- Associate Judge (1)
- Magistrates
- Court Administration
- Judicial Compliance
- Jury Pool

Miscellaneous

- Conservation
- Adult Probation
- Juvenile Probation
- Safety and Environmental
- Museum
- Library Services
- Elections Administration
- General Assistance
- Texas Veteran's Commission
- Culture and Recreation

Financial Administration

- Treasurer
- Tax Assessor Collector
- Purchasing
- Auditor
- Human Resources

Transportation

- Consolidated Road and Bridge
- Public Works

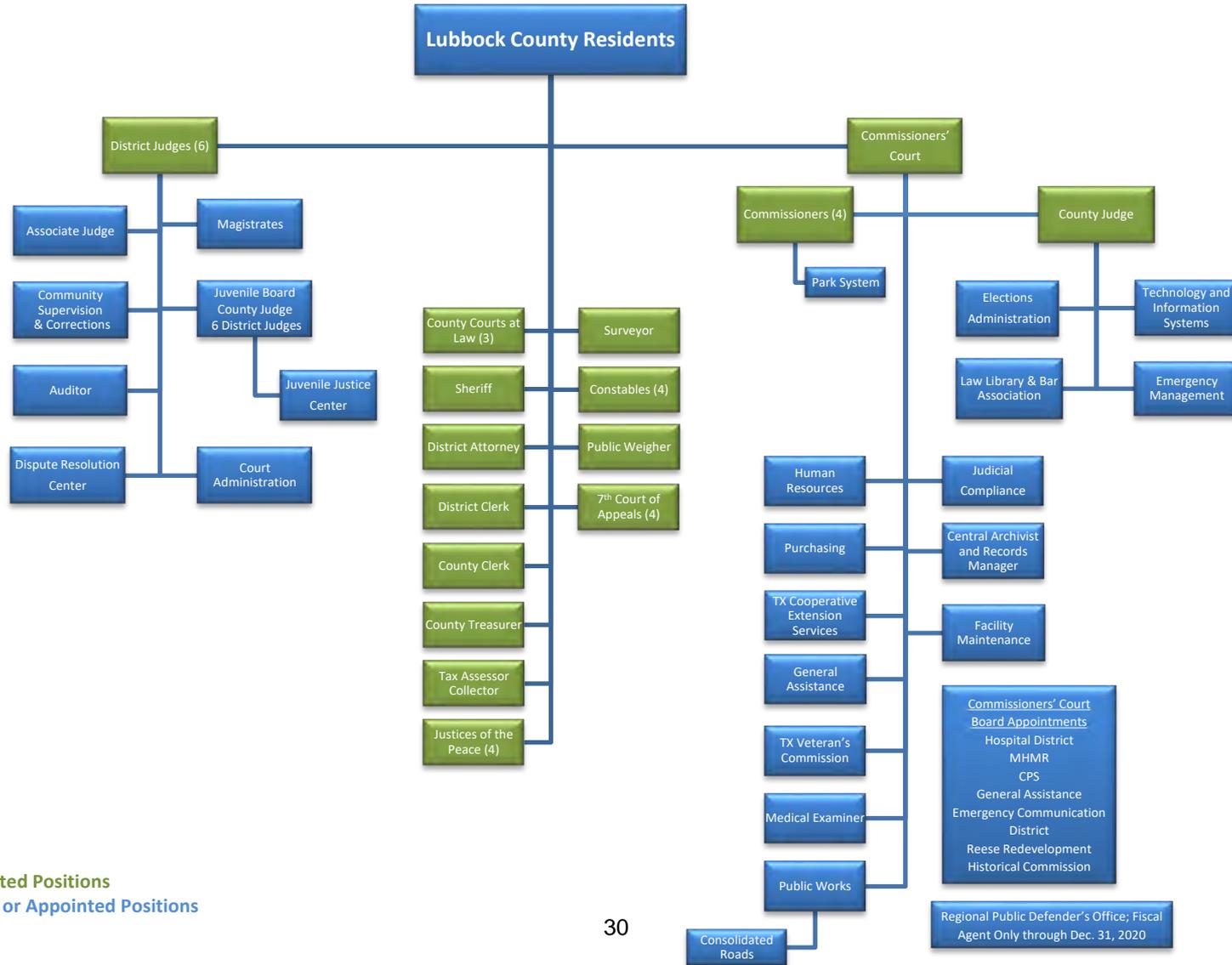
Legal

- District Attorney
- Regional Public Defender

Public Safety

- Constable (4)
- Medical Examiner
- Sheriff
- Detention Center
- Public Safety
- Inmate Transportation
- Courthouse Security
- Sheriff Contraband
- LECD – Emergency Communication

Lubbock County Organization Chart



Green Boxes = Elected Positions
 Blue Boxes = Hired or Appointed Positions
 FY 2021

LUBBOCK COUNTY, TEXAS
2020 ELECTED AND APPOINTED OFFICIALS
October 1, 2020

Lubbock County Elected Officials:

Constables:

Constable Precinct 1	Paul Hanna
Constable Precinct 2	Jody Barnes
Constable Precinct 3	Marina Garcia
Constable Precinct 4	Tony Jackson

County Clerk

Kelly Pinion

County Commissioners:

Commissioner Precinct 1	Bill McCay
Commissioner Precinct 2	Jason Corley
Commissioner Precinct 3	Gilbert Flores
Commissioner Precinct 4	Chad Seay

County Court at Law Judges:

Judge Court at Law 1	Mark Hocker
Judge Court at Law 2	Drue Farmer
Judge Court at Law 3	Ann-Marie Carruth

County Judge

Curtis Parrish

County Treasurer

Chris Winn

Courts of Appeals Justices:

Chief Justice Seventh Court of Appeals, Place 1	Brian P. Quinn
Justice Seventh Court of Appeals, Place 2	Judy Parker
Justice Seventh Court of Appeals, Place 3	Patrick A. Pirtle
Justice Seventh Court of Appeals, Place 4	Lawrence M. Doss

Criminal District Attorney

Sunshine Stanek

District Clerk

Barbara Sucsy

District Judges:

Judge 72 nd District	Ruben Reyes
Judge 99 th District	William Sowder
Judge 137 th District	John McClendon III
Judge 140 th District	Douglas Freitag
Judge 237 th District	Leslie Hatch
Judge 364 th District	William R. Eichman II

Justice of the Peace Judges:

Judge Precinct 1	Jim Hansen
Judge Precinct 2	Susan Rowley
Judge Precinct 3	Aurora Chaides-Hernandez
Judge Precinct 4	Lance Cansino

Sheriff

Kelly Rowe

Tax Assessor-Collector

Ronnie Keister

Lubbock County Officials:

1st Assistant DA

Amanda Say

Associate Judge

Stephen L. Johnson

Central Archivist/Records Manager

Kylie Lewis-Nolan

County Auditor

Kathy Williams

Court Magistrate

Melissa Jo McNamara

**LUBBOCK COUNTY, TEXAS
2020 ELECTED AND APPOINTED OFFICIALS
October 1, 2020**

Director of Community Supervision and Corrections	David D. Rowan
Director of Court Administration	Dean Stanzione
Director of Dispute Resolution	D. Gene Valentini
Director of Facilities	Natalie Harvill
Director of General Assistance	Diana Gurule-Copado
Director of Human Resources	Greg George
Director of Judicial Compliance	Lorrie Jarnagin
Director of Juvenile Probation	William A. Carter II
Director of Public Works	Jennifer Davidson
Director of Purchasing	Clint Wehrman
Director of Technology and Information Systems	Isaac Badu
Elections Administrator	Dorothy Kennedy
Acting Chief Medical Examiner	Dr. Charles Addington
Texas A&M AgriLife Extension Agent	Ronda Alexander

LUBBOCK COUNTY, TEXAS
Commissioners' Court – Duties and Responsibilities

Commissioners' Court:

The Commissioners' Court is the governing body of the county. The Texas Constitution specifies that courts consist of a county judge and four county commissioners elected by the qualified voters of individual Commissioners' precincts. The County Judge is the presiding officer of the County Commissioners' Court. The court exercises powers over county business as provided by law (Tex. Const. Art. V, Sec 18).

Many state administrative responsibilities rest with the court as well as a growing number of permissive authorities. The Local Government Code contains many of the provisions that guide the Commissioners' Court in carrying out its responsibilities for the operation of county government. For example, the Code covers the duties and authority of the Commissioners' Court and other officers related to financial management, public officers and employees, regulatory matters, property acquisition, buildings and many other areas of county affairs.

Areas of major responsibility for the Commissioners' Court include the following:

1. Construction and maintenance of roads and bridges in the county which are not part of the state highway system.
2. Filling vacancies for certain elected and appointed officials.
3. Setting salaries, expenses and other allowances for elected and appointed officials.
4. Creating offices, boards and commissions to carry out certain purposes.
5. Providing buildings for use as offices and other operating facilities for the county.
6. Issuing bonds for construction and other public projects and management of debt incurred by the sale of such bonds.
7. Entering into contracts or cooperative agreements with other local governments, the state or private entities.
8. Holding general and special elections including those authorizing creation of special districts, issuance of bonds and other purposes necessary to carry out Court responsibilities.
9. Setting the tax rate and authorizing expenditures.
10. Provide for public health and welfare.
11. Performing a variety of administrative duties.
12. Certain responsibilities to the judicial operations at the county level.

Source - Texas Association of Counties, [2018 Guide to Texas Laws for County Officials](#)

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



Fund Balance Summaries

All Funds – Fund Balance Summary

Fund balance is defined as the difference between assets and liabilities in a governmental fund. There are five types of fund balance: Non-spendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance. Reserved fund balance is legally limited to use for a specific purpose. Unreserved fund balance is the portion of fund balance that is not reserved and is available for spending at the government’s discretion. In any one year, fund balance is the cumulative surpluses or deficits resulting from the difference between expenditures and revenues.

The county operates under a balanced budget as required by law. This does not mean that estimated revenues will exactly match budget appropriations. A portion of the unreserved fund balance may be, and has been, used to balance revenues to appropriations for some funds. As a sound financial management practice, Commissioners’ Court members consistently emphasize maintaining sufficient fund balance levels in order to maintain and enhance the County’s bond ratings. More importantly, the target level for General Fund unreserved fund balances will be 25% of budgeted general fund expenditures. This policy insures the County will have sufficient working capital for meeting current operating needs throughout the fiscal year, but in particular during the first quarter of the fiscal year. Property taxes, the County’s main cash inflow, do not become significant until early January.

Committed Fund Balance includes amounts that can be spent only for the specific purposes determined by a formal action of the Commissioners’ Court. Commitments may be changed or lifted only by the Commissioners’ Court taking the same formal action that imposed the constraint originally. The Commissioners’ Court determined it will commit \$12,275,000 of fund balance on September 28, 2020 from general fund reserves to fund:

• Constable Deputies Equipment (FY22)	\$ 144,000.00
• CRTC Renovations Phase IV (FY22)	\$ 1,000,000.00
• 916 Main Roof Replacement (FY22)	\$ 575,000.00
• Loop 88 Right of Way (FY22)	\$ 1,250,000.00
• Woodrow Road (FY22)	\$ 841,000.00
• CRTC Renovations Phase IV (FY23)	\$ 1,925,000.00
• Detention Center Flooring (FY23)	\$ 300,000.00
• LCJJC 12 Classroom Addition (FY23)	\$ 2,000,000.00
• Detention Center Flooring (FY24)	\$ 500,000.00
• 916 Main 1 st Floor Renovations (FY24)	\$ 1,000,000.00
• 916 Main 1st Floor Renovations (FY25)	\$ 1,740,000.00
• APO Relocation (FY25)	\$ 1,000,000.00

LUBBOCK COUNTY
PROJECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30, 2020

FUND NAME	-----2019-2020-----				-----2020-2021-----		
	BEGINNING FUND BALANCE	FY 20 ESTIMATED REVENUES	FY 20 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 21 BUDGETED REVENUES	FY 21 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
011 GENERAL FUND	35,333,029	109,181,526	104,123,504	40,391,051	110,037,788	115,335,963	35,092,876
020 CONSOLIDATED ROAD AND BRID	2,842,823	8,983,881	8,591,133	3,235,571	7,880,368	10,135,018	980,921
031 PRECINCT 1 PARK	649,738	123,364	89,508	683,594	128,359	229,858	582,095
032 SLATON/ROOSEVELT PARK	147,573	118,364	156,958	108,979	123,359	229,802	2,536
033 IDALOU/NEW DEAL PARK	232,158	118,564	83,466	267,256	123,560	123,560	267,256
034 SHALLOWATER PARK	316,479	114,864	152,371	278,972	119,859	261,227	137,604
041 PERMANENT IMPROVEMENT	2,062,381	4,439,271	3,896,728	2,604,924	4,849,855	5,566,588	1,888,191
042 NEW ROAD	634,860	-	634,860	-	-	-	-
043 LCETRZ NO1 TAX INCREMENT F	409,524	153,000	-	562,524	148,800	703,090	8,234
046 TJD (P) JJAEP GRANT	-	80,000	80,000	-	80,000	80,000	-
047 TJD (R) REG DIVERSION GRA	-	12,422	12,422	-	15,628	15,628	-
050 JUVENILE STAR PROGRAM	-	610,804	610,804	-	601,895	601,895	-
051 JUVENILE PROBATION	5,268,306	6,040,000	4,999,877	6,308,429	4,298,154	7,268,579	3,338,004
054 TJD (A) JUV PROB COMM GRA	-	2,088,835	2,088,835	-	2,060,335	2,060,335	-
055 JUVENILE DETENTION	-	4,502,836	4,502,836	-	4,504,336	4,504,336	-
057 JUVENILE FOOD SERVICE	-	380,238	380,238	-	382,238	382,238	-
064 TJD (E) TITLE IV E GRANT	-	204,400	204,400	-	204,400	204,400	-
066 CJD RE ENTRY DRUG COURT GR	-	40,953	40,953	-	40,953	40,953	-
067 CJD DWI COURT GRANT	-	36,612	36,612	-	36,612	36,612	-
070 ON LINE ACCESS	324,952	39,000	47,468	316,484	39,000	185,000	170,484
072 CJD DRUG COURT GRANT	-	48,991	48,991	-	48,991	48,991	-
074 COUNTY DRUG COURT COURT CO	226,638	21,700	38,740	209,598	38,740	38,740	209,598
075 DISPUTE RESOLUTION	62,870	334,900	334,900	62,870	342,950	342,950	62,870
076 USDA AG MEDIATION GRANT	-	420,000	420,000	-	420,000	420,000	-
077 DOMESTIC RELATIONS OFFICE	13,665	213,000	213,000	13,665	199,000	199,000	13,665
079 VENUE HOT & STVR TAX	736,712	2,530,000	2,530,000	736,712	2,120,000	2,120,000	736,712
081 LAW LIBRARY	16,925	181,853	181,853	16,925	198,905	198,905	16,925
083 ELECTION SERVICES	119,333	769,775	769,775	119,333	769,775	769,775	119,333
084 HELP AMERICA VOTE ACT	-	-	-	-	200,000	200,000	-
085 ELECTION ADMINISTRATION	194,448	67,700	67,700	194,448	67,700	67,700	194,448
086 ELECTION EQUIPMENT	375,974	79,500	79,500	375,974	79,500	85,500	369,974
089 HISTORICAL CANNON RESTORAT	5,187	-	5,187	-	-	-	-

LUBBOCK COUNTY
 PROJECTED FUND BALANCE REPORT
 AS OF: SEPTEMBER 30, 2020

FUND NAME	-----2019-2020-----				-----2020-2021-----		
	BEGINNING FUND BALANCE	FY 20 ESTIMATED REVENUES	FY 20 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 21 BUDGETED REVENUES	FY 21 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
090 DIST CLK RECORDS MGT. AND	77,710	19,400	30,451	66,659	19,400	41,701	44,358
091 CTY CLK RECORDS MGT. AND P	3,469,914	585,725	585,725	3,469,914	585,725	610,334	3,445,305
092 CTY RECORDS MGT. AND PRES	473,355	64,000	332,948	204,407	64,000	82,948	185,459
093 COURTHOUSE SECURITY	11,030	110,000	110,000	11,030	110,000	110,000	11,030
094 COURT RECORD PRESERVATION	215,193	50,500	50,500	215,193	50,500	50,500	215,193
095 LOCAL TRUANCY PREVENT & DI	-	-	-	-	10,000	10,000	-
096 HISTORICAL COMMISSION	11,189	8,700	12,775	7,114	6,350	6,350	7,114
097 CHILD ABUSE PREVENTION	3,260	425	425	3,260	325	325	3,260
098 JUSTICE COURT TECHNOLOGY	302,469	20,861	323,330	0	-	-	0
099 CTY/DIST COURT TECHNOLOGY	70,441	6,850	6,850	70,441	6,850	10,000	67,291
102 DIST COURT RECORDS TECHNOL	116,922	33,500	47,179	103,243	33,500	64,250	72,493
103 COUNTY CLERK RECORDS ARCHI	2,870,239	618,177	982,321	2,506,095	580,000	1,460,000	1,626,095
105 COMMUNITY/ECONOMIC DEV PRG	-	139,423	139,423	-	16,000	16,000	-
108 JP1 JUSTICE COURT TECHNOLO	-	78,938	-	78,938	9,000	58,153	29,785
109 JP2 JUSTICE COURT TECHNOLO	-	107,791	-	107,791	2,333	47,812	62,312
110 JP3 JUSTICE COURT TECHNOLO	-	32,297	-	32,297	2,101	8,100	26,298
111 JP4 JUSTICE COURT TECHNOLO	-	96,986	-	96,986	7,630	8,500	96,116
113 REGIONAL PUBLIC DEFENDER G	2,075,917	6,300,985	6,300,985	2,075,917	6,300,985	6,390,670	1,986,232
122 SHERIFF CONTRABAND	437,509	363,500	363,500	437,509	363,500	363,500	437,509
124 INMATE SUPPLY	2,945,258	847,000	847,000	2,945,258	864,000	864,000	2,945,258
126 VINE GRANT	-	27,716	27,716	-	30,171	30,171	-
128 HOMELAND SECURITY GRANT	-	182,927	182,927	-	135,962	135,962	-
142 LEOSE SHERIFF	125,931	120,688	120,688	125,931	120,688	120,688	125,931
145 SHERIFF COMMISSARY SALARY	130,326	597,418	597,418	130,326	656,701	656,701	130,326
146 LECD EMER COMMUNICATION GR	-	-	-	-	-	-	-
148 MAT RE-ENTRY PROGRAM	-	-	-	-	219,984	219,984	-
150 TAG GRANT	-	811,356	811,356	-	1,002,028	1,002,028	-
152 JMHCP GRANT	-	232,655	232,655	-	-	-	-
161 CDA BUSINESS CRIMES	29,518	108,500	108,500	29,518	108,500	108,500	29,518
163 CDA CONTRABAND	53,735	76,500	76,500	53,735	76,500	76,500	53,735
164 CDA SPATTF GRANT	-	723,972	723,972	-	718,054	718,054	-
166 CDA JAG GRANT	-	171,803	171,803	-	172,422	172,422	-
168 CDA Border Prosecution Uni	-	-	-	-	199,700	199,700	-
171 CDA VOCA VICTIM ADV PROJEC	-	271,182	271,182	-	271,182	271,182	-
201 GEN OB REFUNDING BOND SRS	1,419,687	6,459,418	6,459,418	1,419,687	6,427,503	6,427,503	1,419,687
202 UNLIMITED TAX ROAD BONDS 2	-	400,659	400,659	-	1,395,686	1,395,686	-
204 TAX NOTES, SERIES 2013	168,275	1,070,025	1,238,300	-	-	-	-
206 GEN OB REFUNDING BOND SRS	216,124	198,784	198,784	216,124	891,011	891,011	216,124

LUBBOCK COUNTY
 PROJECTED FUND BALANCE REPORT
 AS OF: SEPTEMBER 30, 2020

FUND NAME	-----2019-2020-----				-----2020-2021-----		
	BEGINNING FUND BALANCE	FY 20 ESTIMATED REVENUES	FY 20 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 21 BUDGETED REVENUES	FY 21 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
208 SPECIAL TAX REVENUE BONDS	-	-	-	-	604,567	604,567	-
301 MPO ROAD CONSTRUCTION FUND	141,811	1,204,404	1,327,860	18,355	1,721,096	1,721,096	18,355
302 TAX ROAD BOND CONSTRUCTION	5,151,098	5,126,000	5,126,000	5,151,098	46,091,727	46,091,727	5,151,098
306 CRTC RENOVATIONS	234,012	-	234,012	-	-	-	-
307 CRTC RENOVATIONS #2	435,533	2,003,213	2,003,213	435,533	1,961,000	1,961,000	435,533
308 VENUE CAPITAL PROJECT	-	5,085,000	85,000	5,000,000	-	5,000,000	-
401 EMPLOYEE HEALTH BENEFIT	7,649,120	11,289,733	10,142,732	8,796,121	12,878,000	12,878,000	8,796,121
403 WORKERS COMPENSATION	6,896,389	1,723,570	3,167,489	5,452,471	1,630,500	1,630,500	5,452,471
GRAND TOTAL	85,705,541	189,306,935	179,264,215	95,748,260	226,506,241	244,972,768	77,281,733

LUBBOCK COUNTY, TEXAS
Explanation of Increase/Decrease in Fund Balance

General Fund

The General Fund unreserved fund balance is projected to decrease. The decrease is a direct result of utilizing excess reserves to fund capital expenditures for the expansion of critical technology purchases and upgrades required for the implementation of the Video Visitation Solution and for the implementation of the integrated justice and information management system. In addition, capital expenditures for 8 vehicles for law enforcement, inmate transportation, maintenance and Texas AgriLife plus allowing for an increase in the contingency account for unexpected expenditures due to COVID-19. The draw on reserves is not expected to impair operations.

Consolidated Road and Bridge

Budgeting for road maintenance product, equipment maintenance and heavy equipment maintenance without corresponding significant increases in revenue sources creates a draw on reserves to balance the fund. Many county roads have suffered significant damage due to adverse weather conditions during recent years requiring major investment to prevent loss of the asset. Development in the unincorporated areas of Lubbock County continues to contribute to rising demands as well.

Precinct 1 Park

Increases in capital outlay without corresponding significant increases in revenue sources has created a draw on reserves.

Slaton/Roosevelt Park

Increases in operating cost and other improvements for park facilities without corresponding significant increases in revenue sources has created a draw on reserves.

Shallowater Park

Improvements and increased cost for maintaining park facilities including capital outlay without a corresponding significant increase in revenue sources has created a draw on reserves to balance the fund.

Permanent Improvement

Essential renovations were analyzed and budgeted for remodeling and updating projects. Priorities are evaluated and funds have been set aside for some of the growing maintenance projects needed throughout all of the County buildings. Planned projects not completed in the prior year were budgeted for completion and the draw on reserves created.

LUBBOCK COUNTY, TEXAS
Explanation of Increase/Decrease in Fund Balance

LCETRZ NO1 Tax Increment Fund

These are funds collected from a county energy transportation reinvestment zone formed by order of the Commissioners' Court. The funds in the Lubbock County Energy Transportation Reinvestment Zone NO1 Tax Increment Fund may only be used according to Texas Transportation Code 222.1071. Funds have been accumulating for several years and sufficient reserves are available to cover the draw from reserves.

Juvenile Probation

This fund is monitored to maintain minimal fund balance. Transfer from the General Fund was reduced this year which created the draw on reserves.

On Line Access

Technology enhancements created the draw on reserves. The draw is not expected to impair operations as funds had been allowed to accumulate for this purpose.

District Clerk Records Mgt and Preservation

Continuation of supplies and scanning equipment required to preserve court records. Sufficient unreserved fund balance is available to cover draw on reserves.

Justice Court Technology

A draw on reserves was created to defund the Justice Court Technology fund. The consolidated reserves and expenditures of this fund were allocated by justice precincts and four new funds were created.

District Court Records Technology

Budgeting for contract services without corresponding increases in revenue resulted in a draw down from reserves. Sufficient unreserved fund balance is available to cover draw on reserves.

Tax Road Bond Construction

Debt was issued at the end of FY2021 to fund critical road improvement including design engineering and road conversion projects. This is the 2nd bond issue of a Better, Safer Roads Program totaling over \$99 million.

County Clerk Records Archives

A continuation of professional services required to preserve records. This draw is not expected to impair operations, as there is sufficient unreserved fund balance.

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



Budget Summaries

Major Funding Issues Facing 2021 Budget

The 2021 Budget continues to hold the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the 2021 Budget are to maintain current operations, provide funding for disaster expenditures, granting capital outlay expenditures for critical technology enhancements, continued implementation cost for the county wide software upgrades, and eighteen vehicles for several departments with the potential of declining revenues during these uncertain times.

In order to sustain the growth that Lubbock County is experiencing, public safety was a primary focus. This included funding the final installment of the STEP salary program for law enforcement and the Lubbock County Detention Center including some disparity pay, reclassifying 46 positions in the Detention Center and the addition of a Crime Scene Investigator position. Furthermore, providing the eleven Volunteer Fire Departments with means to begin replacing needed equipment.

General revenues are not expected to significantly increase in FY2021. While Lubbock County has fared better than most areas during these economic conditions, total revenues saw a 2.4% decrease in projected revenue collections. Sales tax revenues are expected to moderately increase. The ad valorem tax rate was kept at the current tax rate, therefore additional revenue was limited to new growth in the County.

The Commissioners' Court has systematically preserved reserves in the event of a disaster or emergency situation which is a compelling factor in shaping each annual budget. Any amount considered as excess funds are now earmarked for disaster expenses as well as capital expenditures and are not utilized for ordinary operating expenditures.

Key Issues in Developing the FY2021 Budget

The 2021 Budget provides for investment in Commissioners' Court priority areas.

- Increasing payroll to provide law enforcement with resources to complete the final phase of the STEP salary program.
- Providing resources for eighteen vehicles for patrol, CID, CSI, Narcotics, Inmate Transport, the Maintenance department and Texas AgriLife.
- Providing resources for Video Visitation Solutions, Video Surveillance and Access Control System upgrade for law enforcement.
- Providing resources for the purchase of SCBA (self-contained breathing apparatus) and bunker gear for eleven Volunteer Fire Departments.
- Providing additional resources for the county wide technology implementation, Network UPS and backup storage solutions.

Accounting, Auditing and Financial Planning

Basis of Accounting – Financial Statements

The modified accrual basis of accounting is utilized for the Governmental Funds. Under this basis, revenues are recognized when they become susceptible to accrual; i.e., when they become both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are generally recognized under the modified accrual basis of accounting in the period that the liability is incurred. The exception to this general rule is that expenditures for principal and interest on general long-term debt are recognized when due.

The accrual basis of accounting is utilized for the Proprietary Funds. Under this basis, revenues are recognized in the period earned and expenses are recognized in the period that the liability is incurred. In contrast to Governmental Funds, depreciation is recorded.

Basis of Accounting - Budget

Budgets presented for governmental funds have been prepared in accordance with generally accepted accounting principles (GAAP) using the modified accrual basis of accounting. Budgets presented by proprietary funds have also been prepared using the modified accrual basis of accounting which is not in accordance with GAAP. Depreciation and amortization are not included in budgetary statements since these do not use spendable resources. Encumbrance accounting means a purchase order is issued at an estimated cost at the time goods or services are ordered obligating funds. When the actual cost is known and upon delivery of the goods or services the encumbrance is released. All encumbrances lapse at year end.

Capital Project Funds appropriations are made on a project basis and carry forward until completion of the project.

The 2021 budget appropriations are presented in the following expenditure categories:

- Personnel
- Operations
- Capital

Each category is the sum of individual, similar line item appropriations. Although budgetary data is presented in the budget document by category, detailed line item information is in the County's financial management system.

The County Auditor's Office will continue to maintain the County's financial records on a basis that is compatible with the guidance and generally accepted accounting principles and standards that have been promulgated by the Governmental Accounting Standards Board for local governments.

As stated in Local Government Code Section 115.045, once each fiscal year, the Commissioners' Court will engage an independent Certified Public Accounting firm to conduct a comprehensive audit of all County books. The County Auditor's staff will continually conduct internal audits of County departments that are designed to strengthen internal accounting and budgeting controls and safeguard county assets.

Account Structure

A fund type is a separate accounting entity with a self-balancing set of accounts with identifiable revenues and expenditures. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets or liabilities. The County maintains budgetary control of its operating accounts through the use of various funds. Fund balance is the excess of revenues over expenditures. Fund balance is available for emergencies or unforeseen expenditures. All Lubbock County funds are appropriated in the Lubbock County budget except for the Community Supervision Correction Department Funds. These are funds provided by Texas Department of Criminal Justice – Criminal Justice Assistance Division (TDCJ-CJAD). These funds are budgeted and approved by TDCJ-CJAD and monitored by Lubbock County. These funds are audited separately from other Lubbock County funds, but are included in the Lubbock County Comprehensive Annual Financial Report.

Governmental Fund Types

The focus of the County's governmental funds is to provide information on the inflows, outflows, and balances of spendable resources. This information is useful in assembling the County's annual financing and budgeting requirements. The unreserved fund balance may serve as a useful measure of the resources available at the end of the fiscal year for the appropriation in the following year. Governmental fund types are used to account for all or most of the government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The general fund is used to account for all activities of the general government not accounted for in some other fund. The following is a brief description of Lubbock County's governmental funds. The great majority of all county discretionary expenses are included in the following:

General Fund

This is Lubbock County's primary operating fund and accounts for most of the financial resources of the County and may be used for any lawful purpose. This fund provides for the daily operations of the County, including judicial and public safety functions, as well as, general administration. The primary revenue sources are ad valorem taxes, sales tax, fees, fines, and charges for service.

Consolidated Road and Bridge

A non-major fund which includes expenditures for the operation, repair and maintenance of roads and bridges located in Lubbock County. The primary source of revenue to the Consolidated Road and Bridge Special Revenue Fund consists of the \$10 fee assessed on motor vehicle registrations, a transfer from the general fund, interest income, and other miscellaneous fees.

Permanent Improvement

Includes those capital projects that do not require the expenditure of bond funds but are still necessary to the efficient operation of the County and are not considered normal repairs or maintenance. Revenues come from ad valorem taxes as required in the Constitution, interest income, and the rental of the Court Residential Treatment Center Facility.

Capital Project Funds

These funds are used for the acquisition, construction, expansion and renovation of general capital assets. Lubbock County's non-major capital Project funds included in the 2021 budget: MPO Road construction, Tax Road Bonds construction, CRTC Renovations#2. A Venue Capital Project fund was created this year for the purpose of the County's contribution to the construction of the Lubbock County Expo Center.

Debt Service Funds

These funds are used to accumulate monies for payment of debt service on general obligation bonds, tax notes and certificates of obligation which are due in annual installments. Ad Valorem tax is levied to finance all but one of the debt service. Voter's approved the collection of a hotel occupancy tax as well as a short-term car rental tax to finance one debt service. These funds are also referred to as the Interest and Sinking Fund. Lubbock County's non-major Debt Service Funds: Refunding Bonds Series 2013, Refunding Bonds Series 2016, Unlimited Tax Road Bonds Series 2019 & 2021, and the Special Tax Revenue Bond Series 2020.

Proprietary Fund Types

Internal Service funds, a type of proprietary fund, are used to report activities that provide supplies and services for the County's other programs and activities. Lubbock County has two non-major internal service funds: Employee Health Benefit and Workers' Compensation. The primary focus is on operating income, changes in net assets and cash flows. These funds are appropriated annually with the main focus on whether revenues are covering expenses.

Fiduciary Fund Types

The County is the trustee for certain funds. The County is responsible for ensuring that the assets reported in these funds are used for their intended purpose. There are two types of fiduciary fund types: agency funds and trust funds. Lubbock County currently has twenty-eight agency funds. Fifteen of those agency funds are the Lubbock County CSCD's funds. Those funds are derived from TDCJ-CJAD and are expended in strict compliance with the financial resource manual provided by TDCJ-CJAD. The remaining thirteen agency funds are departmental funds: County Treasurer, Tax Assessor and Collector, County Clerk, District Clerk, JP Precinct 1, JP Precinct 2, JP Precinct 3, JP Precinct 4, Medical Examiner, District Attorney, Sheriff, Juvenile Probation, and the Employee Flex Spending Account. Lubbock County does not budget for these funds.

**Lubbock County, Texas
Budget Fund Structure**

Operating Funds

General Fund
(011)

CAFR-Major Governmental Fund

Debit Service Funds

Debt Service Funds
(201-208)

*CAFR-Non-Major Governmental
Funds*

Other Funds

Regional Public
Defender (113)

CAFR-Major Special Revenue Fund

Capital Project Funds

Capital Project Funds
(301-308)

CAFR-Non-Major Funds

Road and Bridge Fund
(020)

*CAFR-Non-Major Governmental
Fund*

Special Revenue Funds
(031-034, 042-111,
122-171)

CAFR-Non-Major Funds

Permanent
Improvement Fund
(041)

*CAFR-Non-Major Governmental
Fund*

Internal Service Funds
(401-403)

CAFR-Proprietary Funds

Lubbock County
Hospital District (Not
included in Budget)

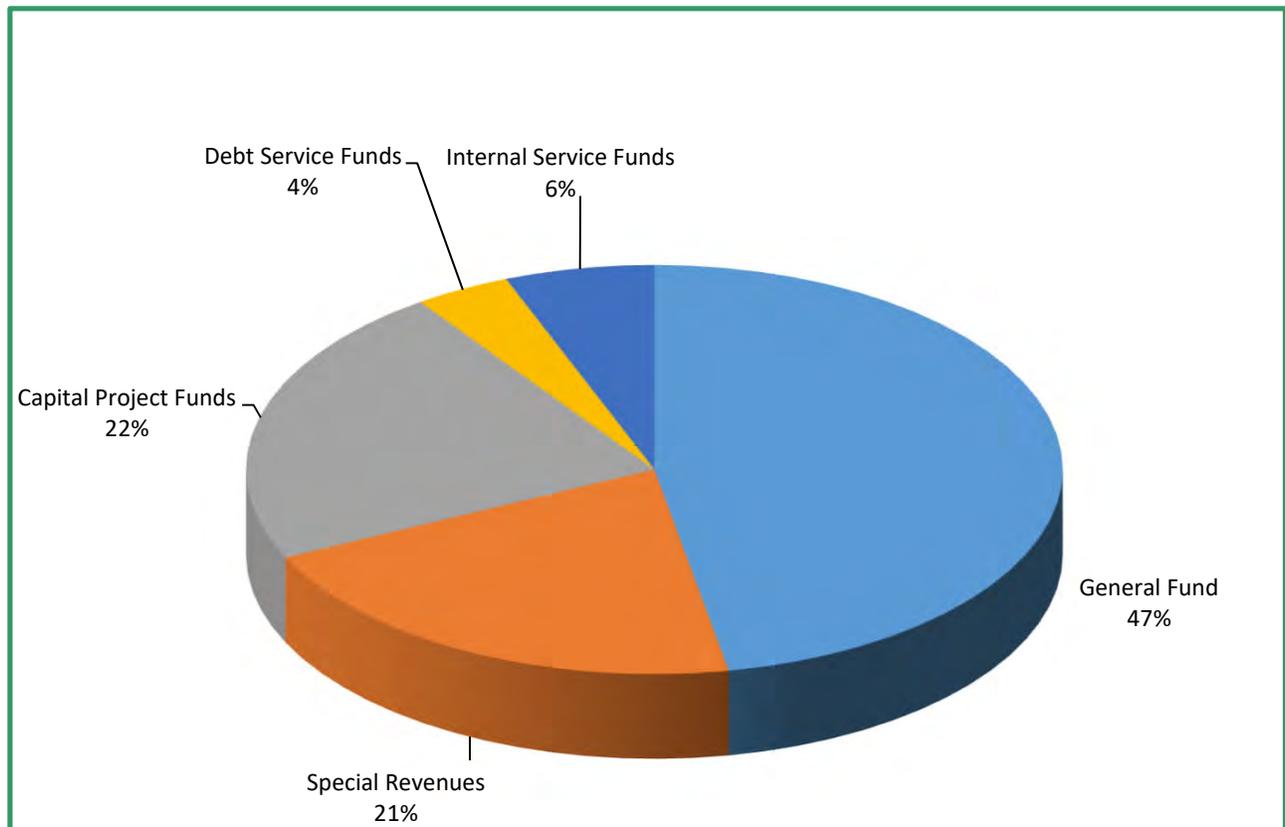
CAFR-Component Unit

Agency Funds
(500-650)
(Not included in
Budget)

CAFR-Fudiciary Funds

LUBBOCK COUNTY, TEXAS
SUMMARY OF BUDGET BY FUND TYPE

Governmental and Proprietary Fund Types		
General Fund	\$	115,335,963
Special Revenues		51,035,715
Capital Project Funds		54,773,823
Debt Service Funds		9,318,767
Internal Service Funds		14,508,500
Total Budget by Fund Type	\$	244,972,768



Governmental and Proprietary Fund Type Descriptions:

General Fund - Includes General Administration, Judicial, Legal, Financial, Public Facilities, Public Safety, Health and Welfare, Conservation, Contract Services, and Transfer of Funds.

Special Revenue Funds - Consolidated Road and Bridge, Parks, Permanent Improvement, New Road, Juvenile Probation Funds, Regional Public Defender, all other Grant Funds, and other non-major special revenue funds.

Capital Project Funds - MPO Road Construction, Tax Road Bonds Construction, CRTC Renovations #2, Venue Capital Project.

Debt Service Funds - Refunding Bonds Series 2016, and Unlimited Tax Road Bonds, Refunding Bonds Series 2013, Special Tax Revenue Bonds 2020.

Internal Service Funds - Employee Health Benefit and Workers' Compensation.

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021

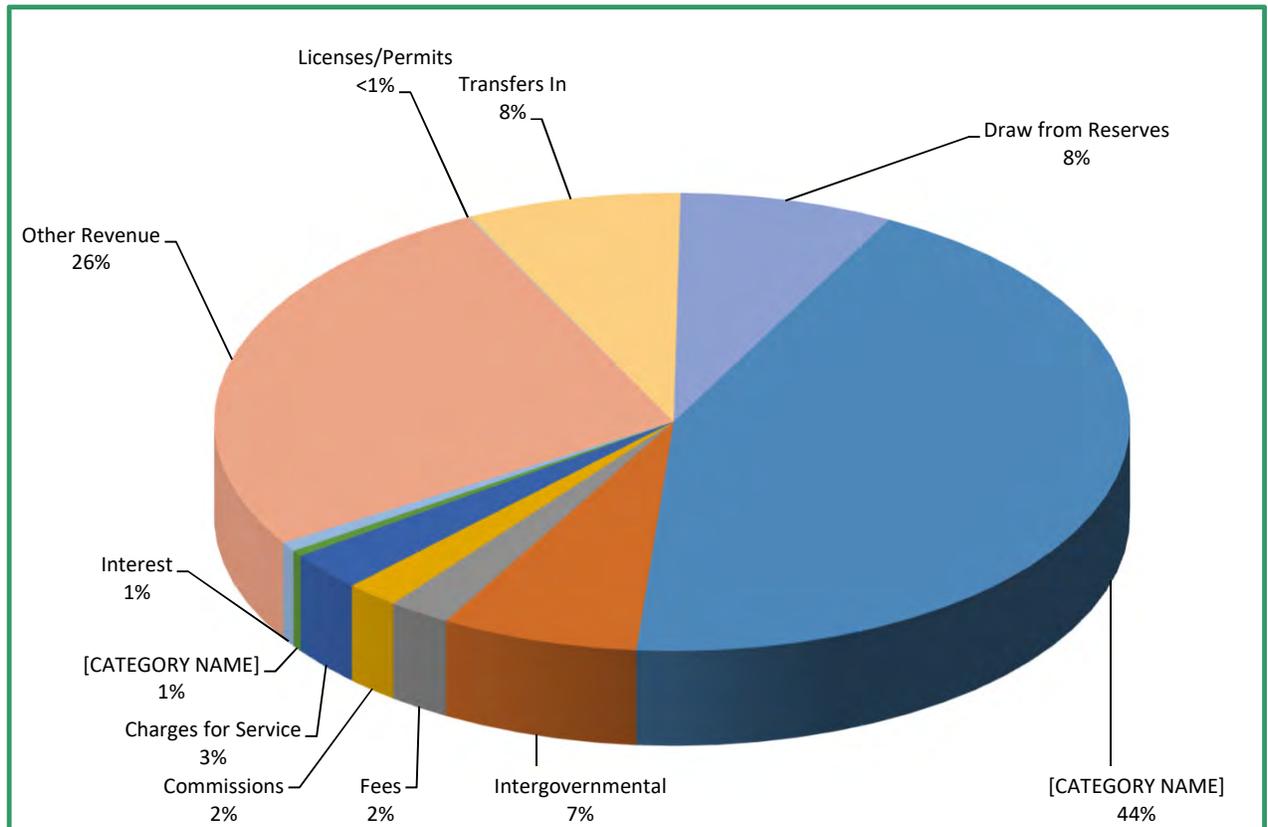


Consolidated Revenue & Expenditure Summary

LUBBOCK COUNTY, TEXAS
REVENUES BY FUNCTION
TOTAL COMPARATIVE REVENUES - ALL FUNDS

WHERE DOES THE MONEY COME FROM?

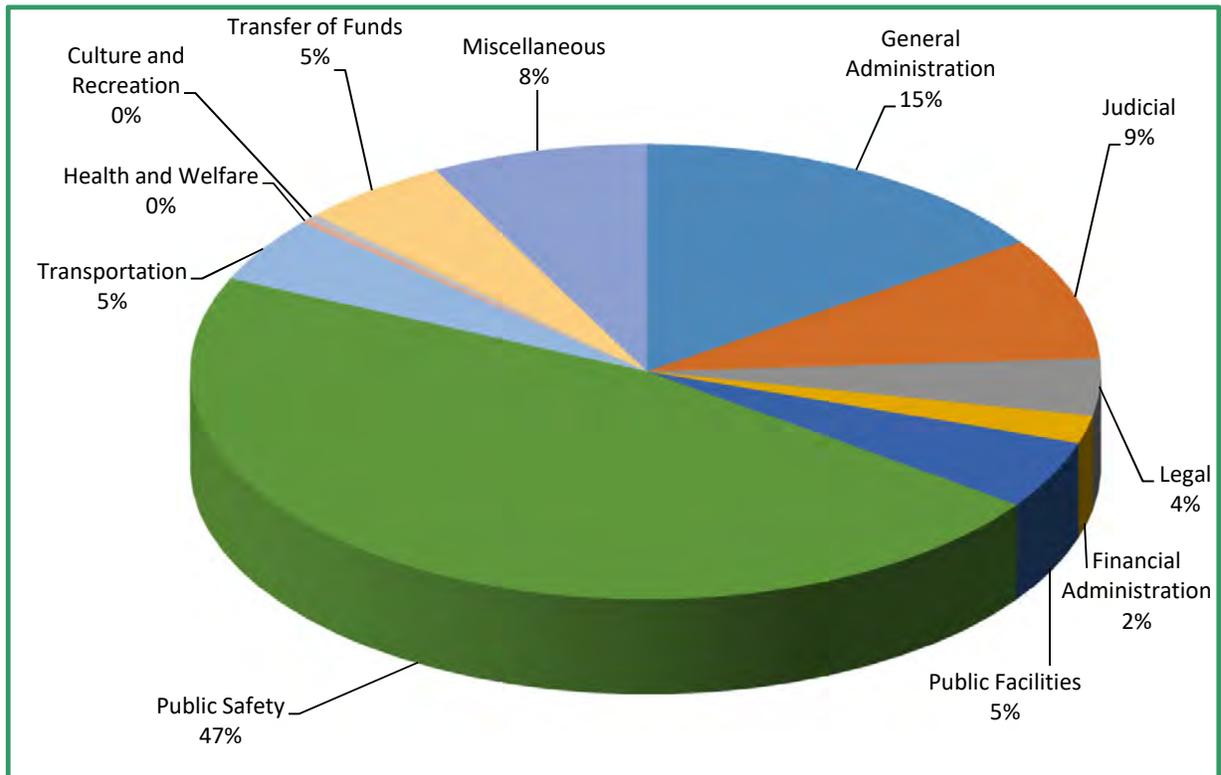
	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget
Tax Collections	\$ 97,754,408	\$ 102,907,983	\$ 106,595,032
Intergovernmental	12,716,584	17,888,788	17,021,698
Fees	5,033,994	5,332,200	5,370,515
Commissions	4,210,724	4,451,650	4,635,994
Charges for Service	6,430,466	6,527,675	6,684,030
Fines/Forfeitures	1,083,488	1,529,050	1,054,205
Interest	1,833,172	6,400,555	1,610,483
Other Revenue	27,192,566	19,066,959	64,820,930
Licenses/Permits	201,213	187,425	192,452
Transfers In	19,587,542	23,212,152	18,520,902
Draw from Reserves	-	11,426,110	18,466,527
Total Revenue	\$ 176,044,157	\$ 198,930,547	\$ 244,972,768



LUBBOCK COUNTY, TEXAS
 EXPENDITURES BY FUNCTION
 TOTAL COMPARATIVE EXPENDITURES - ALL FUNDS

WHERE DOES THE MONEY GO?

	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget
General Administration	\$ 32,870,107	\$ 37,714,458	\$ 37,593,255
Judicial	19,368,429	21,049,469	21,401,828
Legal	8,324,248	9,647,931	9,873,962
Financial Administration	4,501,932	4,864,814	4,866,833
Public Facilities	9,382,056	12,637,135	11,866,830
Public Safety	52,194,173	66,098,812	114,587,643
Transportation	9,068,926	11,151,557	11,450,016
Health and Welfare	785,173	830,298	575,153
Culture and Recreation	581,797	1,105,016	1,081,552
Transfer of Funds	12,278,521	15,417,147	12,896,557
Miscellaneous	13,492,133	18,413,910	18,779,139
Total Expenditures	\$ 162,847,493	\$ 198,930,547	\$ 244,972,768



LUBBOCK COUNTY, TEXAS
2019 ACTUAL REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2019 Actual		Revenues Over/(Under)	
	Revenues	Expenditures	Revenues	Expenditures
011 GENERAL FUND	\$ 109,800,624	\$ 102,005,771	\$ 7,794,853	
020 CONSOLIDATED ROAD AND BRID	9,002,071	8,191,932	810,139	
031 PRECINCT 1 PARK	123,204	85,240	37,964	
032 SLATON/ROOSEVELT PARK	110,137	107,715	2,422	
033 IDALOU/NEW DEAL PARK	112,375	72,373	40,002	
034 SHALLOWATER PARK	111,381	79,363	32,018	
041 PERMANENT IMPROVEMENT	2,588,683	3,168,737	(580,055)	
042 NEW ROAD	-	690,000	(690,000)	
043 LCETRZ NO1 TAX INCREMENT F	152,768	-	152,768	
046 TJJJ (P) JJAEP GRANT	42,281	42,281	-	
047 TJJJ (R) REG DIVERSION GRA	26,708	26,708	-	
050 JUVENILE STAR PROGRAM	496,016	496,016	-	
051 JUVENILE PROBATION	6,106,560	4,836,005	1,270,554	
054 TJJJ (A) JUV PROB COMM GRA	1,714,347	1,714,347	-	
055 JUVENILE DETENTION	3,709,915	3,709,915	-	
057 JUVENILE FOOD SERVICE	357,868	357,868	-	
064 TJJJ (E) TITLE IV E GRANT	137,988	137,988	-	
066 CJD RE ENTRY DRUG COURT GR	31,283	31,283	-	
067 CJD DWI COURT GRANT	21,074	21,074	-	
070 ON LINE ACCESS	58,719	5,636	53,083	
072 CJD DRUG COURT GRANT	18,754	18,754	-	
074 COUNTY DRUG COURT COURT CO	24,359	17,873	6,485	
075 DISPUTE RESOLUTION	327,512	300,383	27,129	
076 USDA AG MEDIATION GRANT	115,903	115,903	(0)	
077 DOMESTIC RELATIONS OFFICE	198,140	190,071	8,069	
079 VENUE HOT & STVR TAX	736,712	-	736,712	
081 LAW LIBRARY	179,369	164,500	14,870	
083 ELECTION SERVICES	197,913	197,913	-	
084 HELP AMERICA VOTE ACT	-	-	-	
085 ELECTION ADMINISTRATION	27,832	37,848	(10,016)	
086 ELECTION EQUIPMENT	64,372	79,500	(15,128)	
089 HISTORICAL CANNON RESTORAT	95	-	95	
090 DIST CLK RECORDS MGT. AND	21,110	17,206	3,903	
091 CTY CLK RECORDS MGT. AND P	589,918	569,068	20,851	
092 CTY RECORDS MGT. AND PRES	64,456	127,925	(63,469)	
093 COURTHOUSE SECURITY	105,946	99,611	6,336	
094 COURT RECORD PRESERVATION	53,445	96,222	(42,777)	
095 LOCAL TRUANCY PREVENT & DI	-	-	-	
096 HISTORICAL COMMISSION	18,075	7,236	10,839	
097 CHILD ABUSE PREVENTION	122	-	122	
098 JUSTICE COURT TECHNOLOGY	30,435	85,466	(55,031)	
099 CTY/DIST COURT TECHNOLOGY	5,850	-	5,850	
102 DIST COURT RECORDS TECHNOL	36,147	45,350	(9,203)	
103 COUNTY CLERK RECORDS ARCHI	575,488	311,155	264,334	
105 COMMUNITY/ECONOMIC DEV PRG	-	-	-	
108 JP1 JUSTICE COURT TECHNOLO	-	-	-	
109 JP2 JUSTICE COURT TECHNOLO	-	-	-	
110 JP3 JUSTICE COURT TECHNOLO	-	-	-	
111 JP4 JUSTICE COURT TECHNOLO	-	-	-	
113 REGIONAL PUBLIC DEFENDER G	4,532,160	5,447,696	(915,536)	
122 SHERIFF CONTRABAND	172,517	103,631	68,886	
124 INMATE SUPPLY	965,277	651,438	313,839	
126 VINE GRANT	28,547	28,547	-	
128 HOMELAND SECURITY GRANT	75,125	75,125	-	
142 LEOSE SHERIFF	26,069	-	26,069	
145 SHERIFF COMMISSARY SALARY	506,064	529,270	(23,206)	
146 LECD EMER COMMUNICATION GR	5,424	5,424	-	
148 MAT RE-ENTRY PROGRAM	-	-	-	
150 TAG GRANT	613,637	613,637	-	
152 JMHCP GRANT	77,244	77,244	-	
161 CDA BUSINESS CRIMES	78,334	82,934	(4,600)	
163 CDA CONTRABAND	131,077	105,819	25,258	
164 CDA SPATTF GRANT	686,486	686,486	-	
166 CDA JAG GRANT	56,445	56,445	-	
168 CDA Border Prosecution Uni	-	-	-	
171 CDA VOCA VICTIM ADV PROJEC	117,240	117,240	-	
201 GEN OB REFUNDING BOND SRS	6,438,462	5,736,568	701,894	
202 UNLIMITED TAX ROAD BONDS 2	-	-	-	
204 TAX NOTES, SERIES 2013	1,388,490	1,239,000	149,490	
206 GEN OB REFUNDING BOND SRS	199,902	173,200	26,702	
208 SPECIAL TAX REVENUE BONDS	-	-	-	
301 MPO ROAD CONSTRUCTION FUND	1,011,028	869,217	141,811	
302 TAX ROAD BOND CONTRUCTION	5,246,098	95,000	5,151,098	
306 CRTC RENOVATIONS	-	249,881	(249,881)	
307 CRTC RENOVATIONS #2	12,347	146,550	(134,203)	
308 VENUE CAPITAL PROJECT	-	-	-	
401 EMPLOYEE HEALTH BENEFIT	13,772,710	12,546,284	1,226,427	
403 WORKERS COMPENSATION	1,762,517	4,903,620	(3,141,104)	
SUB-TOTALS	175,999,157	162,802,493	13,196,664	
DRAW FROM RESERVES	-	-	-	
TOTALS	\$ 175,999,157	\$ 162,802,493	\$ 13,196,664	

LUBBOCK COUNTY, TEXAS
2020 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2020 Budgeted Revenues	2020 Budgeted Expenditures	Revenues Over/(Under) Expenditures
011 GENERAL FUND	\$ 109,181,526	\$ 111,630,197	\$ (2,448,671)
020 CONSOLIDATED ROAD AND BRID	8,983,881	9,769,220	(785,339)
031 PRECINCT 1 PARK	123,364	224,267	(100,903)
032 SLATON/ROOSEVELT PARK	118,364	227,038	(108,674)
033 IDALOU/NEW DEAL PARK	118,564	261,079	(142,515)
034 SHALLOWATER PARK	114,864	155,527	(40,663)
041 PERMANENT IMPROVEMENT	4,439,271	5,581,215	(1,141,944)
042 NEW ROAD	-	634,861	(634,861)
043 LCETRZ NO1 TAX INCREMENT F	153,000	553,604	(400,604)
046 TJJ (P) JJAEP GRANT	80,000	80,000	-
047 TJJ (R) REG DIVERSION GRA	12,422	12,422	-
050 JUVENILE STAR PROGRAM	610,804	610,804	-
051 JUVENILE PROBATION	6,040,000	7,294,549	(1,254,549)
054 TJJ (A) JUV PROB COMM GRA	2,088,835	2,088,835	-
055 JUVENILE DETENTION	4,502,836	4,502,836	-
057 JUVENILE FOOD SERVICE	380,238	380,238	-
064 TJJ (E) TITLE IV E GRANT	204,400	204,400	-
066 CJD RE ENTRY DRUG COURT GR	40,953	40,953	-
067 CJD DWI COURT GRANT	36,612	36,612	-
070 ON LINE ACCESS	39,000	185,000	(146,000)
072 CJD DRUG COURT GRANT	48,991	48,991	-
074 COUNTY DRUG COURT COURT CO	21,700	38,740	(17,040)
075 DISPUTE RESOLUTION	334,900	334,900	-
076 USDA AG MEDIATION GRANT	420,000	420,000	-
077 DOMESTIC RELATIONS OFFICE	213,000	213,000	-
079 VENUE HOT & STVR TAX	2,530,000	2,530,000	-
081 LAW LIBRARY	181,853	181,853	-
083 ELECTION SERVICES	769,775	769,775	-
084 HELP AMERICA VOTE ACT	-	-	-
085 ELECTION ADMINISTRATION	67,700	67,700	-
086 ELECTION EQUIPMENT	79,500	79,500	-
089 HISTORICAL CANNON RESTORAT	11,625	11,625	-
090 DIST CLK RECORDS MGT. AND	19,400	44,701	(25,301)
091 CTY CLK RECORDS MGT. AND P	585,725	585,725	-
092 CTY RECORDS MGT. AND PRES	64,000	332,948	(268,948)
093 COURTHOUSE SECURITY	110,000	110,000	-
094 COURT RECORD PRESERVATION	50,500	50,500	-
095 LOCAL TRUANCY PREVENT & DI	-	-	-
096 HISTORICAL COMMISSION	8,700	12,775	(4,075)
097 CHILD ABUSE PREVENTION	425	425	-
098 JUSTICE COURT TECHNOLOGY	31,000	116,900	(85,900)
099 CTY/DIST COURT TECHNOLOGY	6,850	6,850	-
102 DIST COURT RECORDS TECHNOL	33,500	101,600	(68,100)
103 COUNTY CLERK RECORDS ARCHI	580,000	1,465,000	(885,000)
105 COMMUNITY/ECONOMIC DEV PRG	139,423	139,423	-
108 JP1 JUSTICE COURT TECHNOLO	-	-	-
109 JP2 JUSTICE COURT TECHNOLO	-	-	-
110 JP3 JUSTICE COURT TECHNOLO	-	-	-
111 JP4 JUSTICE COURT TECHNOLO	-	-	-
113 REGIONAL PUBLIC DEFENDER G	6,300,985	6,300,985	-
122 SHERIFF CONTRABAND	363,500	363,500	-
124 INMATE SUPPLY	847,000	847,000	-
126 VINE GRANT	27,716	27,716	-
128 HOMELAND SECURITY GRANT	182,927	182,927	-
142 LEOSE SHERIFF	120,688	120,688	-
145 SHERIFF COMMISSARY SALARY	597,418	597,418	-
146 LECD EMER COMMUNICATION GR	-	-	-
148 MAT RE-ENTRY PROGRAM	-	-	-
150 TAG GRANT	811,356	811,356	-
152 JMHCP GRANT	232,655	232,655	-
161 CDA BUSINESS CRIMES	108,500	108,500	-
163 CDA CONTRABAND	76,500	76,500	-
164 CDA SPATTF GRANT	723,972	723,972	-
166 CDA JAG GRANT	171,803	171,803	-
168 CDA Border Prosecution Uni	-	-	-
171 CDA VOCA VICTIM ADV PROJEC	271,182	271,182	-
201 GEN OB REFUNDING BOND SRS	6,459,418	6,459,418	-
202 UNLIMITED TAX ROAD BONDS 2	400,659	400,659	-
204 TAX NOTES, SERIES 2013	1,424,160	1,424,160	-
206 GEN OB REFUNDING BOND SRS	198,784	198,784	-
208 SPECIAL TAX REVENUE BONDS	-	-	-
301 MPO ROAD CONSTRUCTION FUND	2,648,000	2,863,236	(215,236)
302 TAX ROAD BOND CONTRUCTION	5,126,000	5,126,000	-
306 CRTX RENOVATIONS	-	151,787	(151,787)
307 CRTX RENOVATIONS #2	2,003,213	2,003,213	-
308 VENUE CAPITAL PROJECT	-	-	-
401 EMPLOYEE HEALTH BENEFIT	13,200,000	13,200,000	-
403 WORKERS COMPENSATION	1,630,500	4,130,500	(2,500,000)
SUB-TOTALS	187,504,437	198,930,547	(11,426,110)
DRAW FROM RESERVES	11,426,110	-	11,426,110
TOTALS	\$ 198,930,547	\$ 198,930,547	\$ -

LUBBOCK COUNTY, TEXAS
2021 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2021 Budgeted		Revenues Over/(Under)	
	Revenues	Expenditures	Revenues	Expenditures
011 GENERAL FUND	\$ 110,037,788	\$ 115,335,963	\$	(5,298,175)
020 CONSOLIDATED ROAD AND BRID	7,880,368	10,135,018		(2,254,650)
031 PRECINCT 1 PARK	128,359	229,858		(101,499)
032 SLATON/ROOSEVELT PARK	123,359	229,802		(106,443)
033 IDALOU/NEW DEAL PARK	123,560	123,560		-
034 SHALLOWATER PARK	119,859	261,227		(141,368)
041 PERMANENT IMPROVEMENT	4,849,855	5,566,588		(716,733)
042 NEW ROAD	-	-		-
043 LCETRZ NO1 TAX INCREMENT F	148,800	703,090		(554,290)
046 TJJD (P) JJAEP GRANT	80,000	80,000		-
047 TJJD (R) REG DIVERSION GRA	15,628	15,628		-
050 JUVENILE STAR PROGRAM	601,895	601,895		-
051 JUVENILE PROBATION	4,298,154	7,268,579		(2,970,425)
054 TJJD (A) JUV PROB COMM GRA	2,060,335	2,060,335		-
055 JUVENILE DETENTION	4,504,336	4,504,336		-
057 JUVENILE FOOD SERVICE	382,238	382,238		-
064 TJJD (E) TITLE IV E GRANT	204,400	204,400		-
066 CJD RE ENTRY DRUG COURT GR	40,953	40,953		-
067 CJD DWI COURT GRANT	36,612	36,612		-
070 ON LINE ACCESS	39,000	185,000		(146,000)
072 CJD DRUG COURT GRANT	48,991	48,991		-
074 COUNTY DRUG COURT COURT CO	38,740	38,740		-
075 DISPUTE RESOLUTION	342,950	342,950		-
076 USDA AG MEDIATION GRANT	420,000	420,000		-
077 DOMESTIC RELATIONS OFFICE	199,000	199,000		-
079 VENUE HOT & STVR TAX	2,120,000	2,120,000		-
081 LAW LIBRARY	198,905	198,905		-
083 ELECTION SERVICES	769,775	769,775		-
084 HELP AMERICA VOTE ACT	200,000	200,000		-
085 ELECTION ADMINISTRATION	67,700	67,700		-
086 ELECTION EQUIPMENT	79,500	85,500		(6,000)
089 HISTORICAL CANNON RESTORAT	-	-		-
090 DIST CLK RECORDS MGT. AND	19,400	41,701		(22,301)
091 CTY CLK RECORDS MGT. AND P	585,725	610,334		(24,609)
092 CTY RECORDS MGT. AND PRES	64,000	82,948		(18,948)
093 COURTHOUSE SECURITY	110,000	110,000		-
094 COURT RECORD PRESERVATION	50,500	50,500		-
095 LOCAL TRUANCY PREVENT & DI	10,000	10,000		-
096 HISTORICAL COMMISSION	6,350	6,350		-
097 CHILD ABUSE PREVENTION	325	325		-
098 JUSTICE COURT TECHNOLOGY	-	-		-
099 CTY/DIST COURT TECHNOLOGY	6,850	10,000		(3,150)
102 DIST COURT RECORDS TECHNOL	33,500	64,250		(30,750)
103 COUNTY CLERK RECORDS ARCHI	580,000	1,460,000		(880,000)
105 COMMUNITY/ECONOMIC DEV PRG	16,000	16,000		-
108 JP1 JUSTICE COURT TECHNOLO	9,000	58,153		(49,153)
109 JP2 JUSTICE COURT TECHNOLO	2,333	47,812		(45,479)
110 JP3 JUSTICE COURT TECHNOLO	2,101	8,100		(5,999)
111 JP4 JUSTICE COURT TECHNOLO	7,630	8,500		(870)
113 REGIONAL PUBLIC DEFENDER G	6,300,985	6,390,670		(89,685)
122 SHERIFF CONTRABAND	363,500	363,500		-
124 INMATE SUPPLY	864,000	864,000		-
126 VINE GRANT	30,171	30,171		-
128 HOMELAND SECURITY GRANT	135,962	135,962		-
142 LEOSE SHERIFF	120,688	120,688		-
145 SHERIFF COMMISSARY SALARY	656,701	656,701		-
146 LECD EMER COMMUNICATION GR	-	-		-
148 MAT RE-ENTRY PROGRAM	219,984	219,984		-
150 TAG GRANT	1,002,028	1,002,028		-
152 JMHCP GRANT	-	-		-
161 CDA BUSINESS CRIMES	108,500	108,500		-
163 CDA CONTRABAND	76,500	76,500		-
164 CDA SPATTF GRANT	718,054	718,054		-
166 CDA JAG GRANT	172,422	172,422		-
168 CDA Border Prosecution Uni	199,700	199,700		-
171 CDA VOCA VICTIM ADV PROJEC	271,182	271,182		-
201 GEN OB REFUNDING BOND SRS	6,427,503	6,427,503		-
202 UNLIMITED TAX ROAD BONDS 2	1,395,686	1,395,686		-
204 TAX NOTES, SERIES 2013	-	-		-
206 GEN OB REFUNDING BOND SRS	891,011	891,011		-
208 SPECIAL TAX REVENUE BONDS	604,567	604,567		-
301 MPO ROAD CONSTRUCTION FUND	1,721,096	1,721,096		-
302 TAX ROAD BOND CONSTRUCTION	46,091,727	46,091,727		-
306 CRTC RENOVATIONS	-	-		-
307 CRTC RENOVATIONS #2	1,961,000	1,961,000		-
308 VENUE CAPITAL PROJECT	-	5,000,000		(5,000,000)
401 EMPLOYEE HEALTH BENEFIT	12,878,000	12,878,000		-
403 WORKERS COMPENSATION	1,630,500	1,630,500		-
SUB-TOTALS	226,506,241	244,972,768		(18,466,527)
DRAW FROM RESERVES	18,466,527			18,466,527
TOTALS	\$ 244,972,768	\$ 244,972,768	\$	\$ -

LUBBOCK COUNTY, TEXAS
FY 2021 BUDGET - TOTAL COMPARATIVE REVENUES
ALL FUNDS

Fund	FY 2019 Actual	FY 2020 Budget	% Change FY19		% Change FY20	
			Actual VS FY20	Budget	Budget VS FY21	Budget
011 GENERAL FUND	\$ 109,800,624	\$ 109,181,526	-0.56%	\$	110,037,788	0.78%
020 CONSOLIDATED ROAD AND BRID	9,002,071	8,983,881	-0.20%		7,880,368	-12.28%
031 PRECINCT 1 PARK	123,204	123,364	0.13%		128,359	4.05%
032 SLATON/ROOSEVELT PARK	110,137	118,364	7.47%		123,359	4.22%
033 IDALOU/NEW DEAL PARK	112,375	118,564	5.51%		123,560	4.21%
034 SHALLOWATER PARK	111,381	114,864	3.13%		119,859	4.35%
041 PERMANENT IMPROVEMENT	2,588,683	4,439,271	71.49%		4,849,855	9.25%
042 NEW ROAD	-	-	0.00%		-	0.00%
043 LCETRZ NO1 TAX INCREMENT F	152,768	153,000	0.15%		148,800	-2.75%
046 TJJD (P) JJAEP GRANT	42,281	80,000	89.21%		80,000	0.00%
047 TJJD (R) REG DIVERSION GRA	26,708	12,422	-53.49%		15,628	25.81%
050 JUVENILE STAR PROGRAM	496,016	610,804	23.14%		601,895	-1.46%
051 JUVENILE PROBATION	6,106,560	6,040,000	-1.09%		4,298,154	-28.84%
054 TJJD (A) JUV PROB COMM GRA	1,714,347	2,088,835	21.84%		2,060,335	-1.36%
055 JUVENILE DETENTION	3,709,915	4,502,836	21.37%		4,504,336	0.03%
057 JUVENILE FOOD SERVICE	357,868	380,238	6.25%		382,238	0.53%
064 TJJD (E) TITLE IV E GRANT	137,988	204,400	48.13%		204,400	0.00%
066 CID RE ENTRY DRUG COURT GR	31,283	40,953	30.91%		40,953	0.00%
067 CID DWI COURT GRANT	21,074	36,612	73.73%		36,612	0.00%
070 ON LINE ACCESS	58,719	39,000	-33.58%		39,000	0.00%
072 CID DRUG COURT GRANT	18,754	48,991	161.23%		48,991	0.00%
074 COUNTY DRUG COURT COURT CO	24,359	21,700	-10.91%		38,740	78.53%
075 DISPUTE RESOLUTION	327,512	334,900	2.26%		342,950	2.40%
076 USDA AG MEDIATION GRANT	115,903	420,000	262.37%		420,000	0.00%
077 DOMESTIC RELATIONS OFFICE	198,140	213,000	7.50%		199,000	-6.57%
079 VENUE HOT & STVR TAX	736,712	2,530,000	243.42%		2,120,000	-16.21%
081 LAW LIBRARY	179,369	181,853	1.38%		198,905	9.38%
083 ELECTION SERVICES	197,913	769,775	288.95%		769,775	0.00%
084 HELP AMERICA VOTE ACT	-	-	0.00%		200,000	0.00%
085 ELECTION ADMINISTRATION	27,832	67,700	143.25%		67,700	0.00%
086 ELECTION EQUIPMENT	64,372	79,500	23.50%		79,500	0.00%
089 HISTORICAL CANNON RESTORAT	95	11,625	12094.48%		-	-100.00%
090 DIST CLK RECORDS MGT. AND	21,110	19,400	-8.10%		19,400	0.00%
091 CTY CLK RECORDS MGT. AND P	589,918	585,725	-0.71%		585,725	0.00%
092 CTY RECORDS MGT. AND PRES	64,456	64,000	-0.71%		64,000	0.00%
093 COURTHOUSE SECURITY	105,946	110,000	3.83%		110,000	0.00%
094 COURT RECORD PRESERVATION	53,445	50,500	-5.51%		50,500	0.00%
095 LOCAL TRUANCY PREVENT & DI	-	-	0.00%		10,000	0.00%
096 HISTORICAL COMMISSION	18,075	8,700	-51.87%		6,350	-27.01%
097 CHILD ABUSE PREVENTION	122	425	249.22%		325	-23.53%
098 JUSTICE COURT TECHNOLOGY	30,435	31,000	1.86%		-	-100.00%
099 CTY/DIST COURT TECHNOLOGY	5,850	6,850	17.09%		6,850	0.00%
102 DIST COURT RECORDS TECHNOL	36,147	33,500	-7.32%		33,500	0.00%
103 COUNTY CLERK RECORDS ARCHI	575,488	580,000	0.78%		580,000	0.00%
105 COMMUNITY/ECONOMIC DEV PRG	-	139,423	0.00%		16,000	-88.52%
108 JP1 JUSTICE COURT TECHNOLO	-	-	0.00%		9,000	0.00%
109 JP2 JUSTICE COURT TECHNOLO	-	-	0.00%		2,333	0.00%
110 JP3 JUSTICE COURT TECHNOLO	-	-	0.00%		2,101	0.00%
111 JP4 JUSTICE COURT TECHNOLO	-	-	0.00%		7,630	0.00%
113 REGIONAL PUBLIC DEFENDER G	4,532,160	6,300,985	39.03%		6,300,985	0.00%
122 SHERIFF CONTRABAND	172,517	363,500	110.70%		363,500	0.00%
124 INMATE SUPPLY	965,277	847,000	-12.25%		864,000	2.01%
126 VINE GRANT	28,547	27,716	-2.91%		30,171	8.86%
128 HOMELAND SECURITY GRANT	75,125	182,927	143.50%		135,962	-25.67%
142 LEOSE SHERIFF	26,069	120,688	362.96%		120,688	0.00%
145 SHERIFF COMMISSARY SALARY	506,064	597,418	18.05%		656,701	9.92%
146 LECD EMER COMMUNICATION GR	5,424	-	-100.00%		-	0.00%
148 MAT RE-ENTRY PROGRAM	-	-	0.00%		219,984	0.00%
150 TAG GRANT	613,637	811,356	32.22%		1,002,028	23.50%
152 JMHP GRANT	77,244	232,655	201.19%		-	-100.00%
161 CDA BUSINESS CRIMES	78,334	108,500	38.51%		108,500	0.00%
163 CDA CONTRABAND	131,077	76,500	-41.64%		76,500	0.00%
164 CDA SPATTF GRANT	686,486	723,972	5.46%		718,054	-0.82%
166 CDA JAG GRANT	56,445	171,803	204.37%		172,422	0.36%
168 CDA Border Prosecution Uni	-	-	0.00%		199,700	0.00%
171 CDA VOCA VICTIM ADV PROJEC	117,240	271,182	131.31%		271,182	0.00%
201 GEN OB REFUNDING BOND SRS	6,438,462	6,459,418	0.33%		6,427,503	-0.49%
202 UNLIMITED TAX ROAD BONDS 2	-	400,659	0.00%		1,395,686	248.35%
204 TAX NOTES, SERIES 2013	1,388,490	1,424,160	2.57%		-	-100.00%
206 GEN OB REFUNDING BOND SRS	199,902	198,784	-0.56%		891,011	348.23%
208 SPECIAL TAX REVENUE BONDS	-	-	0.00%		604,567	0.00%
301 MPO ROAD CONSTRUCTION FUND	1,011,028	2,648,000	161.91%		1,721,096	-35.00%
302 TAX ROAD BOND CONTRUCTION	5,246,098	5,126,000	-2.29%		46,091,727	799.18%
306 CRTC RENOVATIONS	-	-	0.00%		-	0.00%
307 CRTC RENOVATIONS #2	12,347	2,003,213	16124.37%		1,961,000	-2.11%
308 VENUE CAPITAL PROJECT	-	-	0.00%		-	0.00%
401 EMPLOYEE HEALTH BENEFIT	13,772,710	13,200,000	-4.16%		12,878,000	-2.44%
403 WORKERS COMPENSATION	1,762,517	1,630,500	-7.49%		1,630,500	0.00%
DRAW FROM RESERVES	-	11,426,110	0.00%		18,466,527	61.62%
TOTAL REVENUES	\$ 175,999,157	\$ 198,930,547			\$ 244,972,768	

Revenue Sources

Each year during the budget preparation process, the County Auditor prepares revenue projections for the next fiscal year. Most revenue sources are estimated using the following methods:

1. Time series techniques: moving averages and historical revenue trends.
2. Statutory provision and limitations: Truth in Taxation Guidelines for the State of Texas and Local Government Code.
3. Review of economic conditions impacting major revenue sources.

Analysis of the County's financial trends along with the framework of the financial policies and operating indicators form the foundation of revenue forecasting. Data from the past ten historical years is largely relied upon for estimating future revenues. Current economic factors and operating indicators are influential as well.

Since the majority of county revenues are set by statute, Lubbock County is limited to the following types of revenue: taxes, fees of office, intergovernmental, fines, interest and, other miscellaneous revenue.

Ad Valorem Taxes

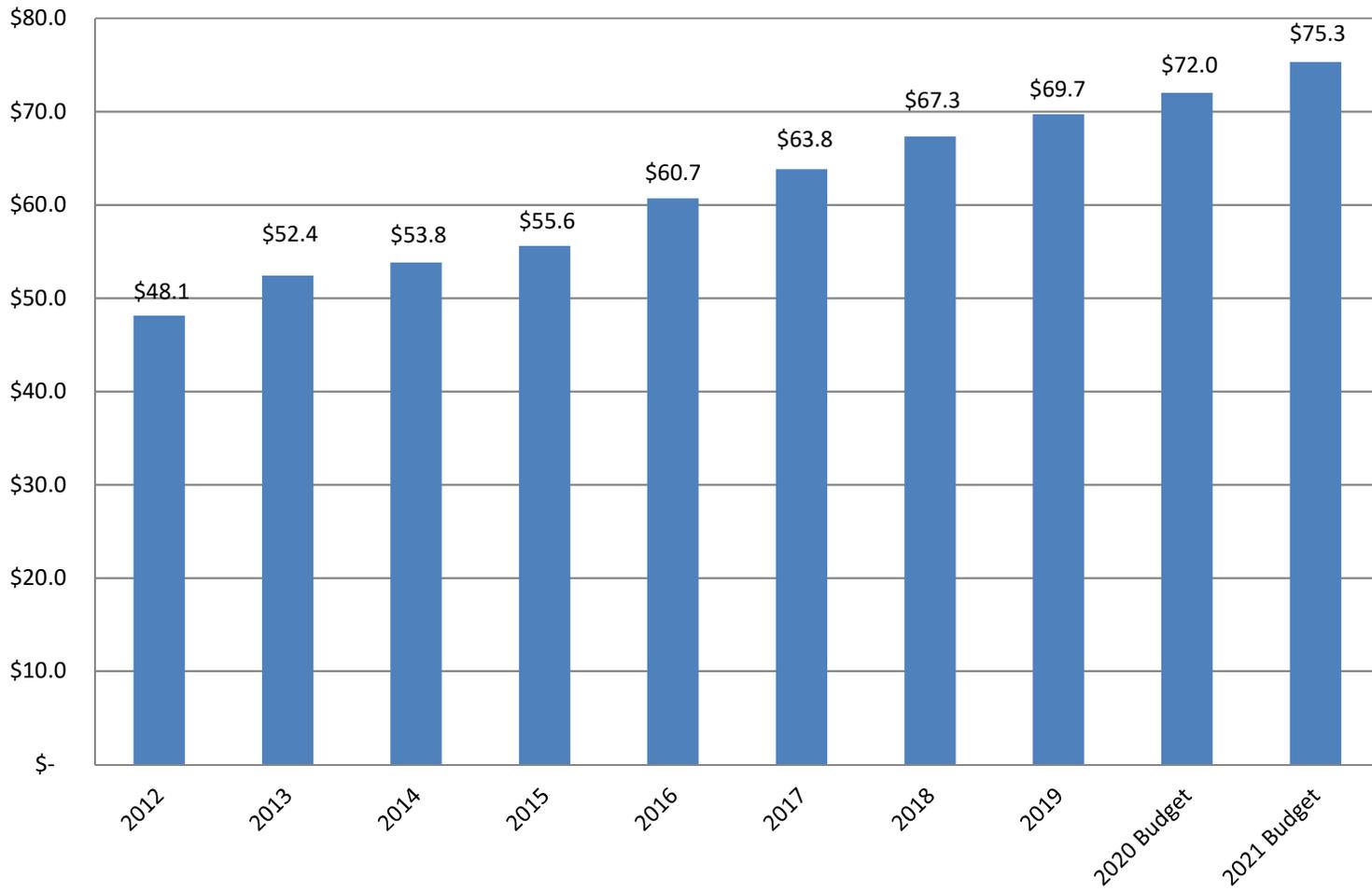
The 2021 budget includes ad valorem tax revenue in the amount of \$75,396,337 or 31% of all revenue. The following factors are considered: (1) the tax base increased by an average of 5.86% or \$1,117,165,265 to an adjusted taxable valuation of \$20,193,574,255. The tax rate was \$0.339978 per \$100 valuation in 2020 and Commissioners' Court has adopted \$0.339978 per \$100 valuation in fiscal year 2021. (2) New property added to the tax roll provides approximately \$2,000,381 in additional revenues. (3) "Truth in Taxation" law establishes guidelines for government entities to follow when setting tax rates. The effective tax rate was derived from the prior year total tax levy, and is adjusted for current year changes in existing property valuation and lost property from the tax roll.

Property taxes are levied by October 1 on the assessed value listed as of the prior January 1 for all real and business personal property in conformity with Texas Property Code. Taxes are due on receipt of the tax bill and are delinquent if not paid by February 1 of the year following the year in which imposed. On January 1 of each year, a tax lien is attached to property to secure the payment of all taxes, penalties, and interest ultimately imposed.

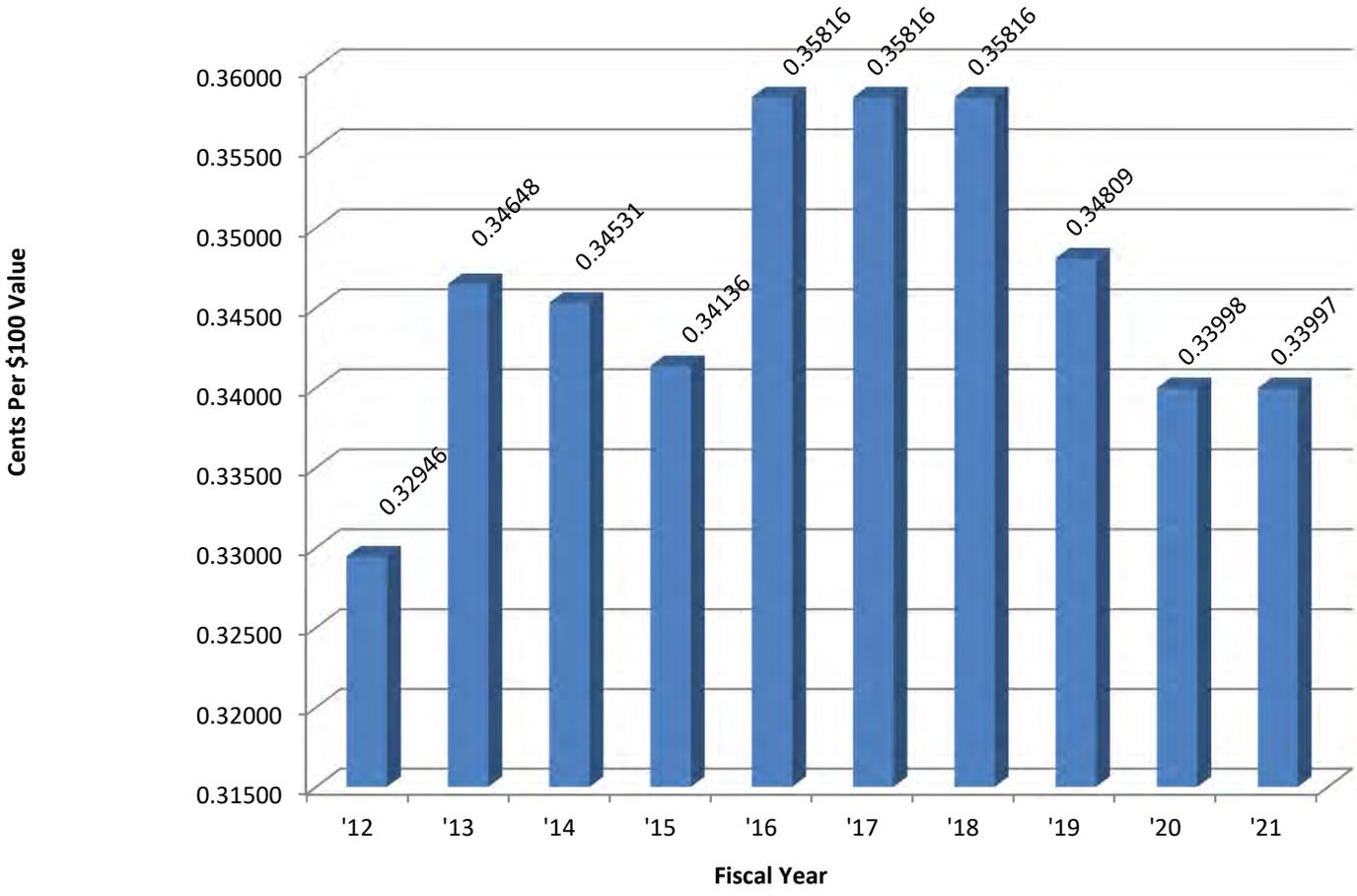
Lubbock County maintains a high collection of property tax. Historically, tax collections total approximately 99% of the tax levy. The County encourages the Lubbock Central Appraisal District (LCAD) to follow an aggressive policy of collecting property tax revenues.

The chart on page 58 displays the property tax collection history for the past ten years depicting moderate growth. The chart on page 59 displays the adopted tax rate for the past ten years. The chart on page 60 displays the tax rate for the past ten years with the breakdown of the distribution between the different funds.

**Lubbock County, Texas
Ad Valorem Tax Revenue**



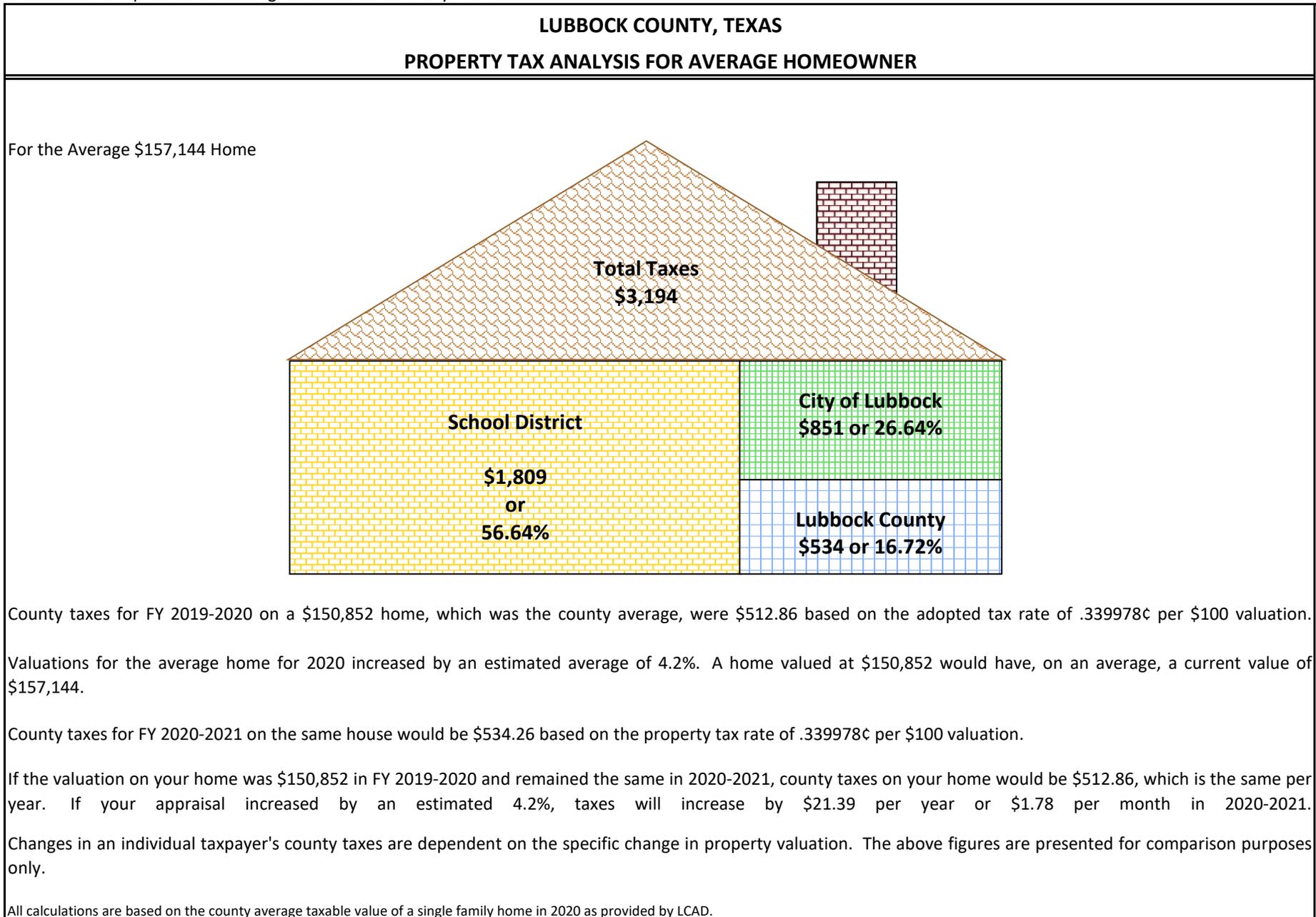
**LUBBOCK COUNTY, TEXAS
TEN YEAR TAX RATE HISTORY**



LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2020-2021
TAX RATES BY FUND

Funds	Tax Rate 2011	Tax Rate 2012	Tax Rate 2013	Tax Rate 2014	Tax Rate 2015	Tax Rate 2016	Tax Rate 2017	Tax Rate 2018	Tax Rate 2019	Tax Rate 2020
General Fund	0.274946	0.289123	0.286094	0.283969	0.302542	0.303168	0.309104	0.296757	0.288650	0.289342
Permanent Improvement	0.005000	0.010000	0.010000	0.010000	0.010000	0.010000	0.010000	0.010000	0.010000	0.010000
Precinct 1 Park	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Slaton/Roosevelt Parks	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Idalou/New Deal Parks	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Shallowater Parks	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Debt Service	0.047512	0.045354	0.047216	0.045389	0.043616	0.042990	0.037054	0.039329	0.039329	0.038636
TOTAL	0.329458	0.346477	0.345310	0.341358	0.358158	0.358158	0.358158	0.348086	0.339979	0.339978

The following chart displays a summary of taxes paid by the average homeowner including city, school, and county taxes for FY 2020-2021. The chart shows that only 16.72% of taxes paid on the average home are for County taxes.



LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2020-2021
ANALYSIS OF REVENUE DERIVED BY TAX RATE

ADJUSTED TAXABLE VALUE		\$	20,193,574,255.00		
M & O TAX RATE / \$100 VALUATION	0.301342			\$	60,851,720.53
I & S TAX RATE / \$100 VALUATION					
Certificates of Obligation		\$	20,193,574,255.00		
TOTAL I & S	<u>0.038636</u>			\$	7,801,989.35
PROJECTED LEVY W/O OVER 65				\$	68,653,709.88
ESTIMATED LEVY OF OVER 65				\$	<u>6,742,664.00</u>
TOTAL GROSS LEVY	<u>0.339978</u>			\$	<u>75,396,373.88</u>

FUND NAME	TAX RATE	DISTRIBUTION FOR OVER 65 LEVY	REV BY FUND OVER 65	ESTIMATED REVENUE	TOTAL TAX REVENUE
GENERAL FUND	0.289342	85.1061%	\$ 5,738,418.04	\$ 58,428,491.62	\$ 64,166,909.66
PERMANENT IMPROVEMENT FUND	0.010000	2.9414%	\$ 198,326.48	\$ 2,019,357.43	\$ 2,217,683.91
PRECINCT 1 PARK	0.000500	0.1471%	\$ 9,916.32	\$ 100,967.87	\$ 110,884.20
SLATON/ROOSEVELT PARKS	0.000500	0.1471%	\$ 9,916.32	\$ 100,967.87	\$ 110,884.20
IDALOU/NEW DEAL PARKS	0.000500	0.1471%	\$ 9,916.32	\$ 100,967.87	\$ 110,884.20
SHALLOWATER PARKS	0.000500	0.1471%	\$ 9,916.32	\$ 100,967.87	\$ 110,884.20
<hr/>					
SUBTOTAL for M & O	0.301342	88.6357%	\$ 5,976,409.81	\$ 60,851,720.53	\$ 66,828,130.34
INTEREST & SINKING FUND	<u>0.038636</u>	<u>11.3643%</u>	<u>\$ 766,254.19</u>	<u>\$ 7,801,989.35</u>	<u>\$ 8,568,243.54</u>
ESTIMATED LEVY OF OVER 65			\$ 6,742,664.00	\$ 6,742,664.00	
TOTAL TAXES BUDGETED	<u>0.339978</u>	100.0000%		<u>\$ 75,396,373.88</u>	<u>\$ 75,396,373.88</u>

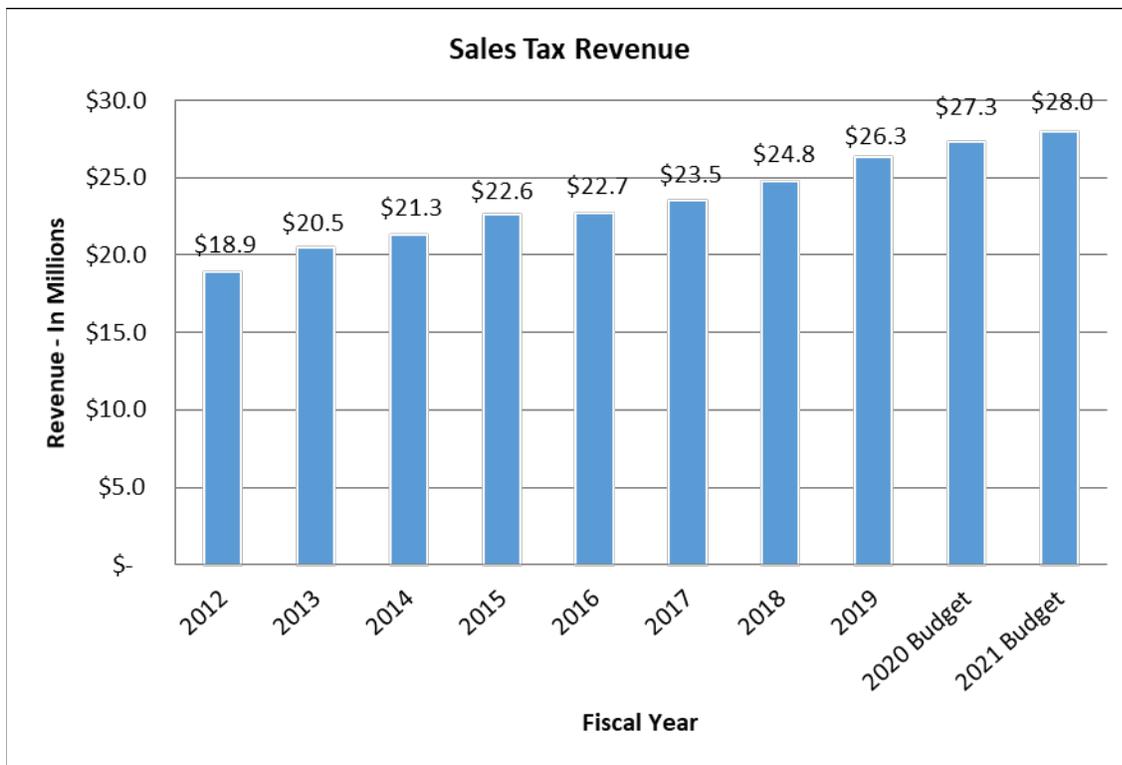
**LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2020-2021
TAX DISTRIBUTION BY FUND**

Description of Fund	Tax Rate	Total Gross Taxes	Tax Distribution
General Fund	0.289342	\$ 64,166,909.66	85.11%
Permanent Improvement	0.010000	\$ 2,217,683.91	2.94%
Precinct 1 Park	0.000500	\$ 110,884.20	0.15%
Slaton/Roosevelt Parks	0.000500	\$ 110,884.20	0.15%
Idalou/New Deal Parks	0.000500	\$ 110,884.20	0.15%
Shallowater Parks	0.000500	\$ 110,884.20	0.15%
Debt Service	0.038636	\$ 8,568,243.54	11.36%
TOTAL TAX RATE/TAX LEVY	0.339978	\$ 75,396,373.88	100.00%

Sales and Use Tax

A sales and use tax of one-half of one percent, which is collected by the State of Texas, was approved by voters of Lubbock County and went into effect on January 1, 1988. This tax is imposed on the value of taxable items sold and is enforced and collected by the Comptroller of Public Accounts of the State of Texas. Proceeds are remitted monthly less a small service fee. The proceeds are credited to the General Fund. The tax is used to fund operations, which helps defray county property tax. Actual county sales and use tax received in FY 2019 was \$26,378,687. Budgeted county sales tax for the 2021 budget increased by \$712,386 from \$27,378,500 in the 2020 budget to \$28,090,886 in the 2021 budget. Sales and use tax revenue accounts for approximately 11% of all Lubbock County revenue.

The following chart displays the sales tax revenue for the past ten years.



Intergovernmental Revenues

Intergovernmental revenues are revenues received from other units of government, including grant revenues. As of the beginning of FY 2021, Lubbock County anticipates that this revenue source will make up about 7.0% of total budgeted revenue. In special circumstances, the County may receive one-time funding from other governmental entities and this revenue source is used to account for those special funds. There are no increases in 2021 in this type of revenue.

Fees

This source of revenue comes from the fee offices throughout the County who are responsible to impose and collect various fees. Examples of these fees include marriage licenses, filing fees, on-line access and record preservation fees. The majority of these fees are set by the Local Government Code. Fees are expected to increase by \$38,315.

Commissions

Lubbock County is entitled to certain commissions for performing services on behalf of the state. Commissions are also collected for accepting payment by credit card. Auto registrations is the most common commission received. All commissions are anticipated to increase in 2021 by \$184,344.

Charges for Services

Services are provided to other entities and in exchange the county receives payment. Board Bills and Court Reporter Fees make up the majority of the revenue. Charges for services provide approximately 3% of budgeted revenue.

Fines and Forfeitures

Each of the three levels of courts in the County (Justice Courts, County Courts, and District Courts) has the authority to impose fines as punishment on those persons found guilty of crimes. Fines are imposed as a deterrent to further criminal activity, but they are also an important revenue source for Lubbock County. Fines provide approximately <1% of budgeted revenue. The Judicial Compliance department is responsible for actively collecting fines and fees due to the County. In an effort to collect outstanding fines due to the county the court entered into a contract with a law firm in late 2009. Fines continue to slowly decline.

Interest

Interest revenue is earned on most of the temporarily idle funds. Investments are managed in accordance with the Lubbock County Investment Policy. Interest earnings are credited to Pooled Cash and then distributed to each fund in the ratio of their total cash balance in the pooled cash account. Operating interest may be used for any County purpose. Bond interest earnings must be used for debt service. Most earnings come from interest-bearing bank accounts, investments in government backed securities, and from investments purchased through TexPool. Interest income accounts for approximately 1% of budgeted revenues.

Other Revenue

Revenue described as miscellaneous is that which by its nature, does not fit into any other revenue category. Various refunds are included in this category and account for most of the

larger amounts in this category. This revenue source is generally infrequent and/or unexpected.

Transfers In

This category is used to account for revenues that will be transferred from one fund to another at some time during the year. Transfers decreased in FY 2021.

Draw from Reserves

This category represents the amount that will be drawn down from fund balance if needed. Historically, the “Draw from Reserves” category is not fully utilized or required.

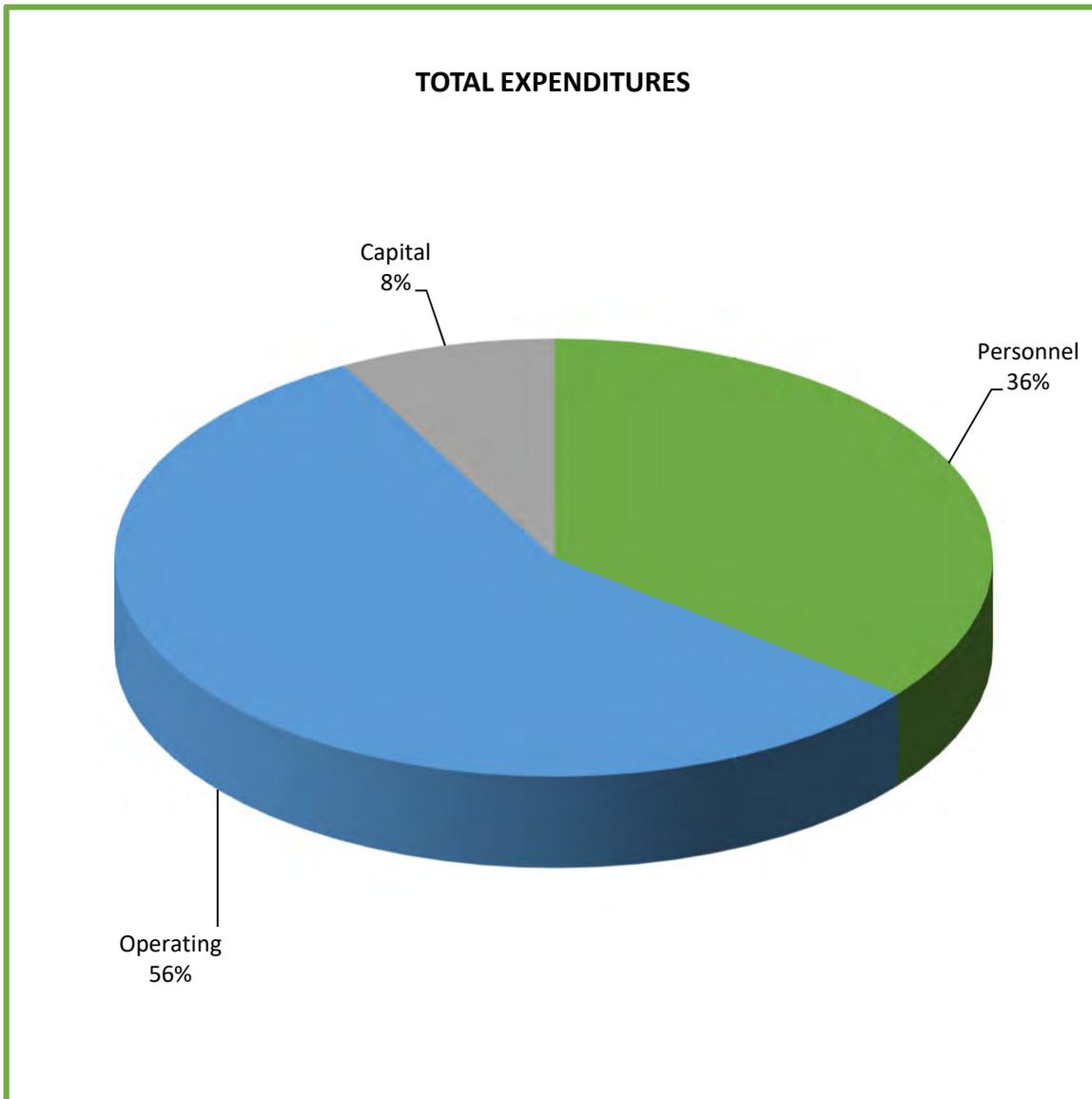
Committed Fund Balance Reserves

This category represents the amount of fund balance that is “earmarked” for projects in future years.

LUBBOCK COUNTY, TEXAS
FY 2021 BUDGET - TOTAL COMPARATIVE EXPENDITURES *
ALL FUNDS

Fund	FY 2019 Actual		FY 2020 Budget		% Change FY19 Actual VS FY20		% Change FY20 Budget VS FY21	
					Budget	FY 2021 Budget	Budget	
011 GENERAL FUND	\$	102,005,771	\$	111,630,197	9.44%	\$	115,335,963	3.32%
020 CONSOLIDATED ROAD AND BRID		8,191,932		9,769,220	19.25%		10,135,018	3.74%
031 PRECINCT 1 PARK		85,240		224,267	163.10%		229,858	2.49%
032 SLATON/ROOSEVELT PARK		107,715		227,038	110.78%		229,802	1.22%
033 IDALOU/NEW DEAL PARK		72,373		261,079	260.74%		123,560	-52.67%
034 SHALLOWATER PARK		79,363		155,527	95.97%		261,227	67.96%
041 PERMANENT IMPROVEMENT		3,168,737		5,581,215	76.13%		5,566,588	-0.26%
042 NEW ROAD		690,000		634,861	-7.99%		-	-100.00%
043 LCETRZ NO1 TAX INCREMENT F		-		553,604	0.00%		703,090	27.00%
046 TJJD (P) JJAEP GRANT		42,281		80,000	89.21%		80,000	0.00%
047 TJJD (R) REG DIVERSION GRA		26,708		12,422	-53.49%		15,628	25.81%
050 JUVENILE STAR PROGRAM		496,016		610,804	23.14%		601,895	-1.46%
051 JUVENILE PROBATION		4,836,005		7,294,549	50.84%		7,268,579	-0.36%
054 TJJD (A) JUV PROB COMM GRA		1,714,347		2,088,835	21.84%		2,060,335	-1.36%
055 JUVENILE DETENTION		3,709,915		4,502,836	21.37%		4,504,336	0.03%
057 JUVENILE FOOD SERVICE		357,868		380,238	6.25%		382,238	0.53%
064 TJJD (E) TITLE IV E GRANT		137,988		204,400	48.13%		204,400	0.00%
066 CID RE ENTRY DRUG COURT GR		31,283		40,953	30.91%		40,953	0.00%
067 CID DWI COURT GRANT		21,074		36,612	73.73%		36,612	0.00%
070 ON LINE ACCESS		5,636		185,000	3182.24%		185,000	0.00%
072 CID DRUG COURT GRANT		18,754		48,991	161.23%		48,991	0.00%
074 COUNTY DRUG COURT COURT CO		17,873		38,740	116.75%		38,740	0.00%
075 DISPUTE RESOLUTION		300,383		334,900	11.49%		342,950	2.40%
076 USDA AG MEDIATION GRANT		115,903		420,000	262.37%		420,000	0.00%
077 DOMESTIC RELATIONS OFFICE		190,071		213,000	12.06%		199,000	-6.57%
079 VENUE HOT & STVR TAX		-		2,530,000	0.00%		2,120,000	-16.21%
081 LAW LIBRARY		164,500		181,853	10.55%		198,905	9.38%
083 ELECTION SERVICES		197,913		769,775	288.95%		769,775	0.00%
084 HELP AMERICA VOTE ACT		-		-	0.00%		200,000	0.00%
085 ELECTION ADMINISTRATION		37,848		67,700	78.87%		67,700	0.00%
086 ELECTION EQUIPMENT		79,500		79,500	0.00%		85,500	7.55%
089 HISTORICAL CANNON RESTORAT		-		11,625	0.00%		-	-100.00%
090 DIST CLK RECORDS MGT. AND		17,206		44,701	159.80%		41,701	-6.71%
091 CTY CLK RECORDS MGT. AND P		569,068		585,725	2.93%		610,334	4.20%
092 CTY RECORDS MGT. AND PRES		127,925		332,948	160.27%		82,948	-75.09%
093 COURTHOUSE SECURITY		99,611		110,000	10.43%		110,000	0.00%
094 COURT RECORD PRESERVATION		96,222		50,500	-47.52%		50,500	0.00%
095 LOCAL TRUANCY PREVENT & DI		-		-	0.00%		10,000	0.00%
096 HISTORICAL COMMISSION		7,236		12,775	76.55%		6,350	-50.29%
097 CHILD ABUSE PREVENTION		-		425	0.00%		325	-23.53%
098 JUSTICE COURT TECHNOLOGY		85,466		116,900	36.78%		-	-100.00%
099 CTY/DIST COURT TECHNOLOGY		-		6,850	0.00%		10,000	45.99%
102 DIST COURT RECORDS TECHNOL		45,350		101,600	124.04%		64,250	-36.76%
103 COUNTY CLERK RECORDS ARCHI		311,155		1,465,000	370.83%		1,460,000	-0.34%
105 COMMUNITY/ECONOMIC DEV PRG		-		139,423	0.00%		16,000	-88.52%
108 JP1 JUSTICE COURT TECHNOLO		-		-	0.00%		58,153	0.00%
109 JP2 JUSTICE COURT TECHNOLO		-		-	0.00%		47,812	0.00%
110 JP3 JUSTICE COURT TECHNOLO		-		-	0.00%		8,100	0.00%
111 JP4 JUSTICE COURT TECHNOLO		-		-	0.00%		8,500	0.00%
113 REGIONAL PUBLIC DEFENDER G		5,447,696		6,300,985	15.66%		6,390,670	1.42%
122 SHERIFF CONTRABAND		103,631		363,500	250.76%		363,500	0.00%
124 INMATE SUPPLY		651,438		847,000	30.02%		864,000	2.01%
126 VINE GRANT		28,547		27,716	-2.91%		30,171	8.86%
128 HOMELAND SECURITY GRANT		75,125		182,927	143.50%		135,962	-25.67%
142 LEOSE SHERIFF		-		120,688	0.00%		120,688	0.00%
145 SHERIFF COMMISSARY SALARY		529,270		597,418	12.88%		656,701	9.92%
146 LECD EMER COMMUNICATION GR		5,424		-	-100.00%		-	0.00%
148 MAT RE-ENTRY PROGRAM		-		-	0.00%		219,984	0.00%
150 TAG GRANT		613,637		811,356	32.22%		1,002,028	23.50%
152 JMHCP GRANT		77,244		232,655	201.19%		-	-100.00%
161 CDA BUSINESS CRIMES		82,934		108,500	30.83%		108,500	0.00%
163 CDA CONTRABAND		105,819		76,500	-27.71%		76,500	0.00%
164 CDA SPATTF GRANT		686,486		723,972	5.46%		718,054	-0.82%
166 CDA JAG GRANT		56,445		171,803	204.37%		172,422	0.36%
168 CDA Border Prosecution Uni		-		-	0.00%		199,700	0.00%
171 CDA VOCA VICTIM ADV PROJEC		117,240		271,182	131.31%		271,182	0.00%
201 GEN OB REFUNDING BOND SRS		5,736,568		6,459,418	12.60%		6,427,503	-0.49%
202 UNLIMITED TAX ROAD BONDS 2		-		400,659	0.00%		1,395,686	248.35%
204 TAX NOTES, SERIES 2013		1,239,000		1,424,160	14.94%		-	-100.00%
206 GEN OB REFUNDING BOND SRS		173,200		198,784	14.77%		891,011	348.23%
208 SPECIAL TAX REVENUE BONDS		-		-	0.00%		604,567	0.00%
301 MPO ROAD CONSTRUCTION FUND		869,217		2,863,236	229.40%		1,721,096	-39.89%
302 TAX ROAD BOND CONTRUCTION		95,000		5,126,000	5295.79%		46,091,727	799.18%
306 CRTC RENOVATIONS		249,881		151,787	-39.26%		-	-100.00%
307 CRTC RENOVATIONS #2		146,550		2,003,213	1266.91%		1,961,000	-2.11%
308 VENUE CAPITAL PROJECT		-		-	0.00%		5,000,000	0.00%
401 EMPLOYEE HEALTH BENEFIT		12,546,284		13,200,000	5.21%		12,878,000	-2.44%
403 WORKERS COMPENSATION		4,903,620		4,130,500	-15.77%		1,630,500	-60.53%
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$	162,802,493	\$	198,930,547	22.19%	\$	244,972,768	23.14%
* INCLUDING INTERFUND TRANSFERS								

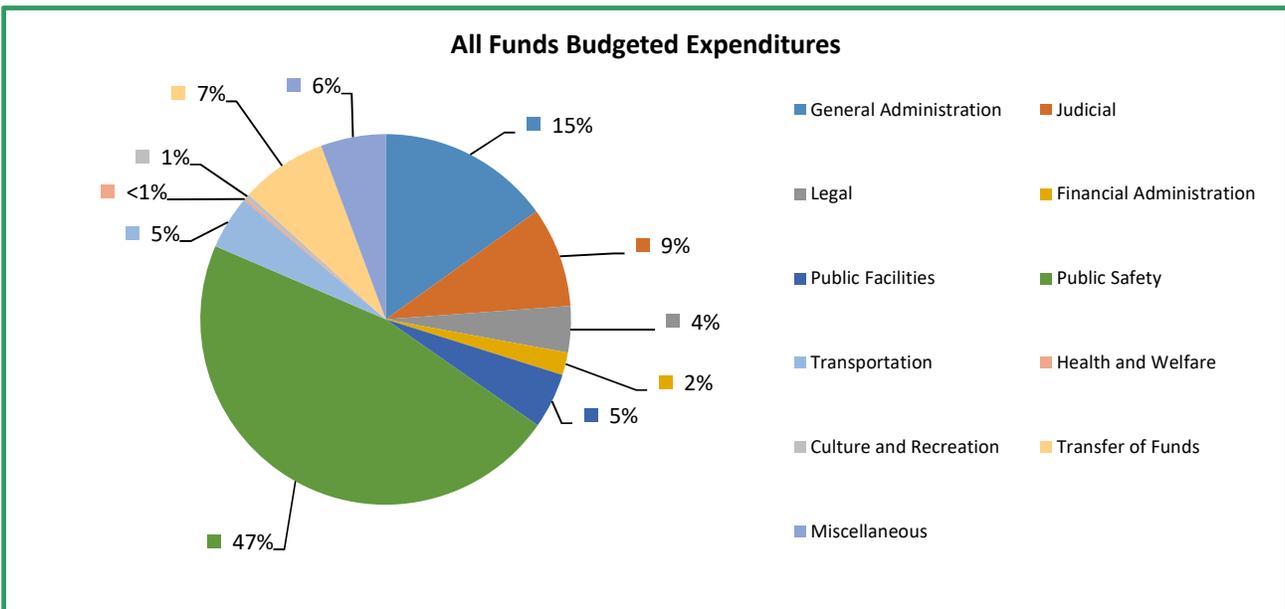
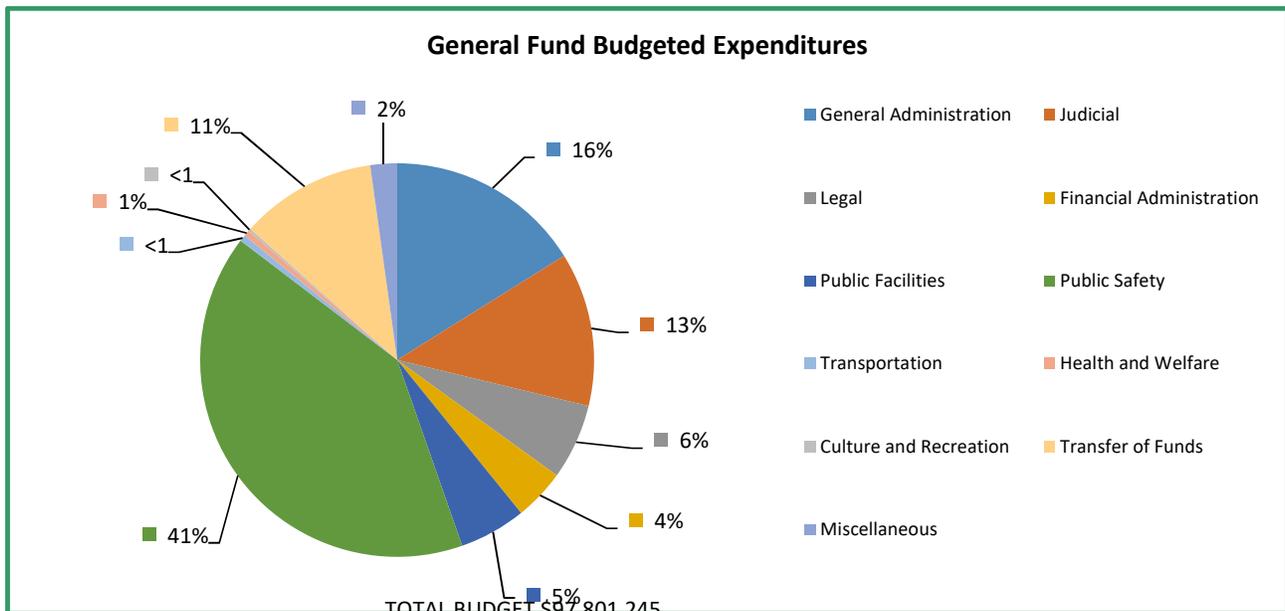
LUBBOCK COUNTY, TEXAS
EXPENDITURE SUMMARY BY CATEGORY
ALL FUNDS



Personnel percentage represents all salary and benefit related expenditures. Operating percentage includes all line items for operating expenses. Capital percentage includes any expenditure over \$5,000. Percentages include all funds.

LUBBOCK COUNTY, TEXAS
TOTAL BUDGETED EXPENDITURES
COMPARISON ALL FUNDS TO GENERAL FUND

	General Fund	All Funds
General Administration	\$ 18,596,058	\$ 36,988,688
Judicial	14,554,586	21,401,828
Legal	7,166,749	9,873,962
Financial Administration	4,866,833	4,866,833
Public Facilities	6,300,242	11,866,830
Public Safety	46,992,019	114,587,643
Transportation	611,908	11,450,016
Health and Welfare	575,153	575,153
Culture and Recreation	237,105	981,552
Transfer of Funds	12,896,557	18,522,903
Miscellaneous	2,538,753	13,857,360
Total Expenditures	\$ 115,335,963	\$ 244,972,768



Uses of Funds

The 2021 budget includes expenditures of \$244,972,768 as compared to the 2020 budget of \$198,930,547. This represents an increase of 23.14%.

General Fund

Even though 48% of County departments submitted a lower or flat operating budget, the FY2021 general fund budget increased to \$115,335,963 from \$111,630,197 in fiscal year 2020. A difference of \$3,705,766 or 3.32%. The following functions are included in the General Fund: General Administration – management functions; Judicial – court related functions; Legal – prosecution of criminals; Financial – all accounting functions of the county; Public Facilities – maintenance of county buildings; Public Safety – law enforcement services provided by the county; Public Works - assists in the maintenance of county roads and projects; Health and Welfare – provides services for citizens; Culture and Recreation – provides support to library's; Other – state and county services; and Transfer of Funds (Inter-Fund Transfers) – any General Fund financing of other county departments that is not included in the General Fund.

General Administration

General Administration Departments include the basic administrative and management functions of the county. Major general administration departments include the Commissioners' Court, County Judge, County Clerk, Technology and Information Systems, Non-Departmental, and Judicial Compliance. In the 2021 budget the overall general administration function increased by \$3,346,946. Technology Information Systems increased by \$3,690,391, accounting for most of the increase for General Administration.

Judicial

The Judicial function includes the Courts and the departments that service the courts, including the District Clerk, Justice of the Peace 1-4, Central Jury, and the Judicial Department. The Judicial Department is made up of six District Courts and three County Courts-at-Law. The overall judicial function increased in total by \$420,024.

Legal

The legal function is made up of the District Attorney's Office. The budget increased by \$20,528. The increase is due to an increase to the Supplies/Other Operating line item. Functions include criminal prosecution in the courts as well as providing civil and legal advice to the Commissioners' Court and all county departments.

Financial Administration

Financial Administration includes the County Treasurer, Tax Office, Purchasing, County Auditor, and the Human Resources departments. These departments are responsible for collecting, safeguarding, investing, disbursing, and budgeting funds as well as financial reporting. The financial administration function increased overall by \$2,019 or 0.042%.

Public Facilities

Maintenance of county facilities is an essential service that must be provided. The department decreased by \$755,678. The majority of this decrease can be attributed to a reduction in operating costs and utility expenses.

Public Works

Public Works plays a crucial role in responding to the needs of the public in planning, preparing, mitigating and recovering from general emergencies and disasters. The 2021 Public Works Department budget increased by \$418,036. The increase can be attributed to combining Safety and Environmental and Public Works.

Public Safety

Public Safety departments include the Constables 1-4, Medical Examiner, County Sheriff, Lubbock County Detention Center, and Public Safety. The total for all Public Safety departments is \$46,992,019 which is a increase of \$2,813,724 or 5.99% and is attributable to new law enforcement vehicles, and additional Law Enforcement staff and step program.

Health and Welfare

Health and Welfare is comprised of the following functions: General Assistance, and Veteran's Affairs. The division decreased by \$255,145 or 44.36% due to combining the Safety and Environmental Department with Public Works.

Culture and Recreation

Culture and Recreation is made up of Museum and Library services. This division stayed flat in 2021.

Transfer of Funds

This department is used to budget for the inter-fund expenditure-type transactions between the General Fund and other governmental-type funds. Inter-fund transactions between the General Fund and governmental funds are recorded as expenditures in the originating fund.

The transfer budget decreased in total in 2021 by \$2,520,590 or 19.54%. The decrease can be attributed to the reduction in the transfer to the Juvenile Probation Fund.

Other

The “Other” category is comprised of the following functions: Community Supervision and Corrections Department (CSCD), Conservation (Texas AgriLIFE), and Elections. The CSCD is operated on state funds, but the county does contribute a small portion. This category increased by \$215,902 due to the increase in the Elections Department. The Elections Department is responsible for overseeing all election related functions.

Special Revenue Funds

Consolidated Road and Bridge

Consolidated Road and Bridge Fund includes expenditures for the operation, repair, maintenance and construction of approximately 1,187 centerline miles of county road including drainage infrastructure and traffic control signage. The department assists in the planning of new subdivisions, commercial developments, and infrastructure. These expenditures include salaries, road materials, and funding for equipment and land. The FY 2021 Consolidated Road and Bridge budget increased by \$366,467. The majority of that increase can be attributed to heavy equipment purchases.

Park Funds

There are four park funds and they include expenditures for the operation, repair, maintenance, and upkeep associated with public county parks. These expenditures include salaries, materials, building maintenance, utilities, and purchases of equipment. Precinct 1 Park expenditures decreased by \$94,274, this can be attributed to a reduction in Capital Outlay. Precinct 2 Park increased by \$2,925 or 1.27%. Precinct 3 Park budget decreased by \$137,263. The majority of that decrease can be attributed to a reduction of Capital Outlay. Precinct 4 Park expenditures increased by \$105,783. The majority of the increase can be attributed to Capital Projects.

Permanent Improvement

The permanent improvement fund includes expenditures for the improvement of county facilities, including the courthouse, the central garage, the Lubbock County Office Building, and various other county building renovations. This division decreased by \$14,627 in FY 2021. This decrease can be attributed to completed renovations to Lubbock County facilities.

LCETRZ NO1 Tax Increment Fund

These are funds collected from a county energy transportation reinvestment zone formed by order of the Commissioners’ Court.

The funds in the Lubbock County Energy Transportation Reinvestment Zone NO1 Tax Increment Fund may only be used according to Texas Transportation Code 222.1071.

Juvenile Probation Funds

Juvenile Probation functions include the operations of Juvenile Probation, the Juvenile Detention Center, and other grant programs including housing and placement services for juvenile offenders.

CJD Re-Entry Drug Court Grant

The funds from the Lubbock County Re-Entry Drug Court grant are used to achieve the following goals: 1.) to provide early assessment and intervention, 2.) to provide effective court supervision, 3.) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4.) to promote public safety by reducing repeat offenders.

CJD DWI Court Grant

The funds from the Lubbock County Adult DWI Court grant are used to achieve the following goals: 1.) to provide early screening, assessment, and court intervention, 2.) to provide effective court supervision, 3.) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4.) to promote public safety by reducing repeat offenders.

Online Access

The online access fund is used to account for fees received by the courts for public access to court documents that are public information. Local Government Code, 191.008, gives the county the authority to set a reasonable fee for use of the system. The fee is dedicated to the enhancement of courtroom technology.

CJD Drug Court Grant

The funds from the Lubbock County Adult Drug Court grant are used to achieve the following goals: 1.) to provide early screening, assessment, and court intervention, 2.) to provide effective court supervision, 3.) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4.) to promote public safety by reducing repeat offenders.

County Drug Court - Court Cost

Code of Criminal Procedures Article 102.0178 requires a person to pay \$50 as a cost of court on conviction of an offense punishable as a Class B misdemeanor or any higher category of offense

under Chapter 49 of the Penal Code or Chapter 481 of the Health and Safety Code. The county is entitled to 50% of the court cost plus an additional 10% as a service fee. The funds collected are to be used exclusively for the maintenance of drug court programs operated by the county.

Dispute Resolution

This fund was established under Texas Civil Practice and Remedies Code Chapter 152 for the purpose of maintaining an alternative dispute resolution system.

USDA Ag Mediation Grant

The USDA Ag Mediation grant fund is used for tracking grant revenues and expenses for the USDA state certified agricultural mediation program. Each state has the option of designating one entity to provide this service, and Lubbock County is the entity designated for the state of Texas.

Domestic Relations Office

This fund is used for the purpose of providing money for services authorized under Texas Family Code Chapter 203.

Hotel Occupancy Tax and Short Term Motor Vehicle Rental Tax (HOT & STVR Tax)

On November 6, 2018 a majority of the voters of the County voted in favor of the County providing for the planning, acquisition, development, establishment, renovation and financing of a Venue Project, and to impose a hotel occupancy tax not to exceed 5% and a short-term motor vehicle rental tax not to exceed 5% for the purpose of financing the Venue Project. This fund accounts for the collection of those funds.

Law Library

The Law Library Fund provides library services to residents, attorneys, judges, and county departments for researching areas of the law. These services are provided by fees collected on court case filings.

Election Services

Reimbursable services provided to the Lubbock County Democratic and Republican parties, Lubbock County cities, schools, and other political subdivisions as well as election services provided for those entities within Lubbock County that have voters in outlying counties. Lubbock County provides all services related to conducting elections for the above mentioned entities and parties in regards to their needs for their elections and then the entities reimburse Lubbock County.

2020 Help America Vote Act (HAVA) Cares Act

The purpose of the 2020 HAVA Cares Act grant is to help pay for expenses related to the additional costs for printing and mailing ballots, ballot tracking software, high speed scanners, letter opening equipment, registration list activities to improve the accuracy and currency of registrant addresses, additional poll workers, election office staff diverted to pandemic response, temporary staff, pre- and post-election cleaning of polling places, staff and poll worker training on prevention processes, notifying public of voter registration requirements, ballot request options, precautions or voting procedures, supplies additional laptops, mobile IT equipment, cleaning supplies, personal protective equipment (PPE).

Election Administration

Lubbock County is allowed to charge all entities a 10% administrative fee for conducting their elections. As per Texas Elections Administrative Code, a fee charged by the officer may not exceed 10% of the total amount of the contract, but may not be less than \$75 and cannot be considered as part of the county's General Revenue Fund.

Election Equipment

This fund contains monies charged to the parties and entities for the rental of electronic voting equipment. Monies expended from this fund are used to replace or to purchase additional electronic voting equipment.

Local Emergency Planning Committee Grant

The Local Emergency Planning Committee (LEPC) grant is designed to provide training programs to LEPC volunteers, increase information to the public on chemicals, and assist in responding to populations affected by chemical releases.

Record Preservation Funds

Lubbock County has four preservation funds: County Clerk, District Clerk, Commissioners' Court, and Court Record. A defendant convicted of an offense in a county court, a county court at law, or a district court is required to pay a records management and preservation fee. The fee was approved by the State legislature to help fund the requirement to maintain certain records for an extended period of time for the County and District Clerks. The fee is used to provide professional services related to microfilming and for the identification, storage and preservation of local government records, as well as, other expenses related to the preservation of these records.

Courthouse Security

This fund accounts for the cost of providing security services for all district, county, and justice courtrooms, and protection for the judges, staff, victims, and the public. Funding is achieved through a fee approved by the State of Texas legislature in FY 1995, which provides approximately \$110,000 in revenues to provide security services within the county facilities. The courthouse security is provided by the Lubbock County Sheriff's Office. Portable metal detectors, as well as, hand held metal detectors are used when there is a need, for example, if a high risk case is being heard.

Local Truancy Prevention and Diversion Fund

Starting January 1, 2020, LGC Sec. 134.103 allocates 35.7143% of the revenues collected from the Local Court Cost fee to the Local Truancy Prevention and Diversion Fund. These funds may be used by a county to finance the salary, benefits, training, travel expenses, office supplies, and other necessary expenses relating to the position of a juvenile case manager.

Lubbock County Historical Commission Funds

Lubbock County has two Historical Commission Funds: Lubbock County Historical Commission Fund and Historical Cannon Restoration. The purpose of these funds are to assist in identifying, protecting and interpreting the history of Lubbock County.

Child Abuse Prevention

This fund is established in Chapter 102, Article 102.0186 of the Code of Criminal Procedure. Funds can only be utilized to fund child abuse prevention programs in the county where the court is located.

Justice Court Technology

This fee was established in FY2006 to account for the fees collected upon conviction of a misdemeanor offense in a justice court. Prior to January 1, 2020, funds could only be utilized to finance the purchase and maintenance of technological enhancements for justice courts as well as continuing education and training regarding technological enhancements. As of January 1, 2020, LGC Sec. 134.103 allocates 28.5714% of the revenues collected from the Local Court Cost fee to this fund. Now these funds may also be utilized to include salaries for technology.

County and District Court Technology

This fund was established to account for monies collected as fees from anyone convicted of a criminal or misdemeanor offense to be used for technology improvements for all court offices of the county, and cost of training and education regarding technological improvements for the justice, county, and district court.

Archive Funds

Lubbock County has two archive funds: District Court Records Technology and County Clerk Archives. These funds were established through a fee collected on all documents filed in the clerks' offices and can only be spent in accordance with a records archive plan filed by the clerks and approved by the Commissioners' Court. Funds can only be used for the specific purpose of archiving and preserving records filed in the clerks' offices prior to 1974.

Community Economic Development Program

The community Economic Development Program Fund receives funds appropriated by the state legislature per LGC 381.004. These funds may be used for specific purposes to stimulate business and commercial activity including the encouragement, promotion, improvement, and application of the arts.

Regional Public Defender Grant

In FY 2008, Lubbock County was awarded a grant from the Task Force for Capital Murder Cases to establish the office. The office is based in Lubbock County and currently has inter-local agreements with 181 counties to provide public defense for capital murders. Each county pays a pre-determined rate based on historical information relating to capital murders in that respective county. Expenditures include salary and benefits, and all other costs relating to capital murder defense cases, including travel, supplies, and contract services (expert witness, etc). This office began expanding in 2011 covering additional counties and adding remote locations and additional personnel.

Sheriff Contraband

This is a discretionary fund of the Sheriff's Office and it is included in the FY 2021 budget at \$363,500. This fund is supported by funds and assets that are seized and subsequently awarded to the county by court orders.

Inmate Supply

This is a discretionary fund of the Sheriff's Office that is used to account for funds generated from the purchase of commissary items by inmates. These funds are expended to provide items, equipment, and personnel to meet the educational, safety, and entertainment needs of the inmates housed in the Lubbock County Detention Center.

Victim Information Notification Everyday Grant

The purpose of the Victim Information Notification Everyday (VINE) grant is to maintain Lubbock County in a statewide system that provides relevant offender release information, notification of relevant court settings or events, promote public safety and support the rights of

victims of crime. Funds are used to pay for the County's cost of its portion of the statewide crime victim notification service.

Homeland Security Grant

The Homeland Security grant (HSGP) is designated to support state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States at a local level. HSGP supports core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response and Recovery based on allowable costs.

LEOSE Sheriff

The Comptroller of Public allocates money annually to local law enforcement agencies for expenses related to the continuing education of law enforcement officers. Local law enforcement agencies provide the necessary information to the comptroller for an allocation of money. The funds may be used only as necessary to ensure the continuing education of persons licensed under Occupations Code Chapter 1701 or to provide necessary training to full-time fully paid law enforcement support personnel.

Sheriff Commissary Salary

The Sheriff Commissary Salary fund is funded through inmate purchases from the commissary. The funds generated through commissary sales are used to establish, staff, and equip the commissary operation and fund the salaries of staff responsible for managing the inmates' commissary accounts. Funds are expended in compliance with Section 351.04155 of the Local Government Code.

MAT Re-Entry Grant

The County Jail Medication-Assisted Treatment (MAT) program is designed to provide inmates in a county jail facility access to Federal Drug Administration (FDA) - approved, evidence-based medication-assisted treatment (MAT) for alcohol and opioid dependence. Treatment may be administered while the inmate is confined in a county jail and when participating in outpatient care upon release.

Texas Anti-Gang Grant

The Texas Anti-Gang Program, or TAG grant, is designated to enhance coordinated law enforcement activity targeted at gangs and other criminal organizations operating in or affecting the region.

CDA Business Crimes

By statute, the CDA's hot check office may collect a fee for collecting and processing a bad check. The fee varies depending on the amount of the check issued. The fees collected are to be deposited into a fund and may be used at the sole discretion of the District Attorney. The CDA also uses these funds for supplemental pay to the employees of his office and travel and training costs.

CDA Contraband

This fund accounts for the use of criminal investigation funds such as seized property that has been forfeited to the county by court orders.

CDA South Plains Auto Theft Task Force Grant

The South Plains Auto Theft Task Force (SPATTF) grant specializes in auto theft and crime prevention in twenty-eight counties located in the South Plains and Panhandle of Texas.

CDA Justice Assistance Grant

The Edward Byrne Memorial Justice Assistance grant (JAG) distributes funds to meet local criminal justice needs. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice in the areas of law enforcement programs, prosecution and court programs, prevention and education programs, corrections programs, drug treatment, and planning, evaluation, and technology improvement programs.

CDA Border Prosecution Unit Grant

The CDA Border Prosecution Unit Grant distributes funds for projects that prosecute border crimes during state fiscal years 2022 and 2023. Grant funds may be used to provide prosecution resources for District and County Attorneys along the Texas-Mexico border and for counties that are significantly affected by border crime.

CDA VOCA Victim Advocacy Grant

The Victim Advocacy (VOCA) grant establishes two advocate positions that will serve victims of crimes by responding to the emotional and physical needs of crime victims, assessing the victims' safety needs, and assisting to stabilize their lives after they have been victimized.

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



General Fund
Revenue & Expenditure
Summaries



Lubbock County TX

Adopted Budget Revenues

For Fiscal: 2020 - 2021 Period Beginning 10/01/2020

<u>Account Number</u>	<u>Account Name</u>	<u>2018-2019 Activity</u>	<u>2019-2020 Budget</u>	<u>2020-2021 Budget</u>
011 - GENERAL FUND				
Revenue				
GENERAL FUND				
011-4001000	CURRENT AD VALOREM TAXES	59,380,787	61,169,161	64,166,910
011-4004000	PEN & INT - CURRENT LEVY	287,261	250,792	263,084
011-4005000	DELIQ TAXES - PRIOR YEARS	355,742	373,100	391,418
011-4006000	PEN & INT - PRIOR YEARS	204,653	189,624	198,917
011-4010000	COUNTY SALES & USE TAX	26,378,687	27,378,500	28,090,886
	40 - TAX COLLECTIONS	\$ 86,607,129	\$ 89,361,177	\$ 93,111,215
011-4101000	COUNTY CLERK	62,149	63,000	63,424
011-4102000	BEER & LIQUOR PERMITS	139,064	124,425	129,028
	41 - LICENSES/PERMITS	\$ 201,213	\$ 187,425	\$ 192,452
011-4202100	STATE MIXED DRINK TAX	1,510,993	1,521,500	1,484,057
011-4203200	EMERGENCY MGT GRANT	9,654	18,000	18,000
011-4205000	BINGO TAX PROCEEDS	248,437	250,000	119,410
011-4209000	STATE - COUNTY COURTS	277,200	287,000	272,200
011-4212100	STRADUS A/G CHILD SUPPORT	1,948	2,600	1,500
011-4220200	INTER LOCAL AGREEMENT-CITY OF	432,989	400,000	200,000
011-4246000	REGIONAL PUBLIC DEFENDER ADMIN	300,312	264,000	75,078
011-4248000	GRANT ADMINISTRATION REVENUE	13,004	2,479	2,500
011-4250000	INDIGENT DEFENSE GRANT	279,038	336,200	286,519
011-4251000	INDIGENT ATTY MENTORING GRANT	0	0	0
	42 - INTERGOVERNMENTAL	\$ 3,073,573	\$ 3,081,779	\$ 2,459,264
011-4302000	COUNTY JUDGE	7,586	7,400	7,393
011-4303000	COUNTY CLERK	1,277,140	1,400,000	1,406,364
011-4305200	J.E.P.J. FEES	4,301	5,000	5,009
011-4306000	VRED - TAPE	306	400	365
011-4307000	TRAFFIC	9,387	9,000	8,882
011-4308000	CHILD SAFETY - CS	2,247	2,600	2,478
011-4310000	TAX ASSESSOR/COLLECTOR	37,656	36,400	37,640
011-4313000	AG FILING FEE	(66)	0	0
011-4315000	INDIGENT DEFENSE FEE	1,490	1,650	1,581
011-4322000	PASSPORT FEE - DIST CLERK	49,785	47,250	52,826
011-4323000	DISTRICT CLERK FEES	472,895	505,300	506,761
011-4331000	JP PRECINCT 1	53,595	56,400	58,020
011-4332000	JP PRECINCT 2	41,992	40,600	42,108
011-4333000	JP PRECINCT 3	56,745	48,200	49,957
011-4334000	JP PRECINCT 4	31,957	31,525	32,052
011-4340000	DISTRICT ATTORNEY	12,054	30,000	28,851
011-4345000	MEDICAL EXAMINER	21,642	25,000	270
011-4346000	SHERIFF	432,709	525,000	548,981
011-4347000	INMATE FEES	0	0	0
011-4348000	CONSTABLES	417,994	400,000	409,553
011-4350000	DEFENSIVE DRIVING FEE	6,423	6,550	6,796
011-4351000	SS FEE-INMATE	16,400	28,800	27,359
011-4352000	ISSUED WARRANT EXECUTION	44,824	49,700	48,104
011-4353000	ARREST FEES - COUNTY	4,424	5,000	4,790
011-4354100	FAMILY PROTECTION FEE	6,240	6,600	6,507
011-4360000	CMIT FINE COMMISSION	1,233	0	0
011-4361000	CMI FINE COMMISSION	1	0	0
011-4362000	BAT COMMISSIONS	0	0	0
011-4369000	ONLINE SERVICE FEE	6,414	0	0
011-4374000	VITAL STATISTICS PRESERVATION FEE	4,335	4,400	4,623
	43 - FEES	\$ 3,021,710	\$ 3,272,775	\$ 3,297,270

<u>Account Number</u>	<u>Account Name</u>	2018-2019 Activity	2019-2020 Budget	2020-2021 Budget
011-4401000	MOTOR VEHICLE SALES TAX COMM	2,918,484	3,100,000	3,206,821
011-4402000	CERTIFICATE OF TITLE COMM	402,780	405,600	411,213
011-4403000	MOTOR VEHICLE COMMISSION	721,264	752,000	824,952
011-4405000	(CVC) COMP TO VICTIMS OF CRIME	120	150	146
011-4406000	LEOA COMMISSION	1	0	0
011-4408000	BEER & LIQUOR COMMISSION	1,499	1,550	2,629
011-4411000	CJC COMMISSION	13	0	0
011-4412000	JCPT COMMISSION	8	0	0
011-4414000	JPD COMM	210	0	0
011-4416000	ARREST FEES - COMM	21,814	20,500	20,174
011-4417000	LEMI COMMISSION	0	0	0
011-4418000	CRIMESTOPPERS-COMM	1	0	0
011-4422000	DNA TESTING FEE	51	0	0
011-4424000	SEPTIC INSPECTION	54,450	60,000	60,233
011-4425000	FLSI COMM	4,353	4,400	4,469
011-4426000	FA COMM	38	100	127
011-4427000	CCC COMM	537	600	615
011-4428000	JCD COMM	2	0	0
011-4429000	TP COMM (40%)	10,882	21,450	20,296
011-4430000	JE COMM (10%)	16,322	18,200	19,056
011-4433000	CREDIT CARD COMMISSIONS	0	0	0
011-4435000	NEW CCC COMM	38,116	43,500	42,340
011-4436000	EMS TRAUMA FUND COMM	2,524	5,650	5,380
011-4440000	STF COMM	4,330	4,600	4,529
011-4442000	DNA (CS)	459	0	0
011-4443000	CIVIL DATA JUSTICE FEE	35	0	0
011-4445000	BAIL BOND FEE COMM	5,010	5,500	5,348
011-4446000	COMM DC JUDICIAL FUND	4,430	4,650	4,543
011-4447000	JURY REIMBURSEMENT FEE COMM	2,990	3,200	3,123
	44 - COMMISSIONS	\$ 4,210,724	\$ 4,451,650	\$ 4,635,994
011-4501000	POSTAGE - MOTOR VEHICLE	0	0	0
011-4502000	JURY FEES	18,206	18,000	18,493
011-4504000	BOARD BILLS - INMATE	1,961,312	2,090,000	2,243,146
011-4521000	COURT REPORTER FEES	73,095	75,500	78,216
011-4550000	SCAAP- JAIL	92,419	0	0
011-4552000	IV-E LEGAL SERVICES	79,429	0	0
	45 - CHARGES FOR SERVICES	\$ 2,224,462	\$ 2,183,500	\$ 2,339,855
011-4601000	JP PRECINCT 1	286,543	300,000	214,907
011-4602000	JP PRECINCT 2	78,667	140,000	59,000
011-4603000	JP PRECINCT 3	81,124	100,000	60,843
011-4604000	JP PRECINCT 4	246,635	300,000	184,976
011-4608000	COUNTY COURT AT LAW 1	9,365	12,500	7,023
011-4609000	COUNTY COURT AT LAW 2	12,970	16,750	9,727
011-4611000	DISTRICT CLERK FINES	13,252	9,800	9,939
011-4612100	FORFEITURES	210,386	300,000	157,790
	46 - FINES/FORF	\$ 938,941	\$ 1,179,050	\$ 704,205

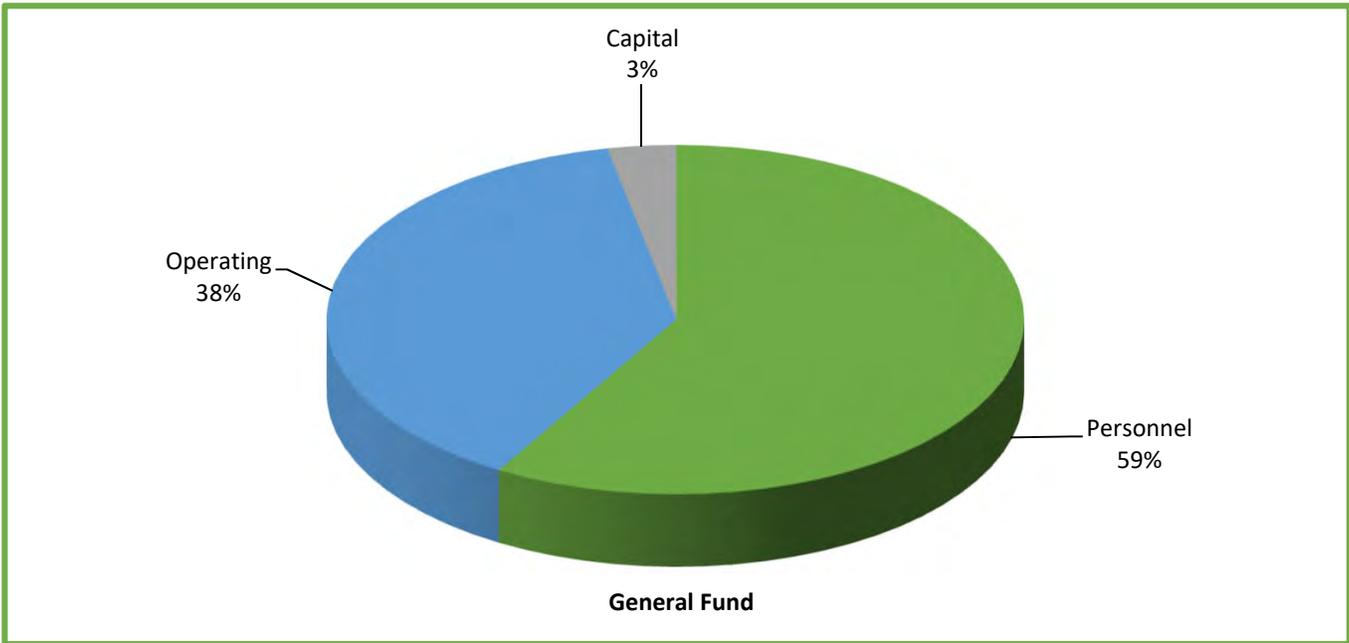
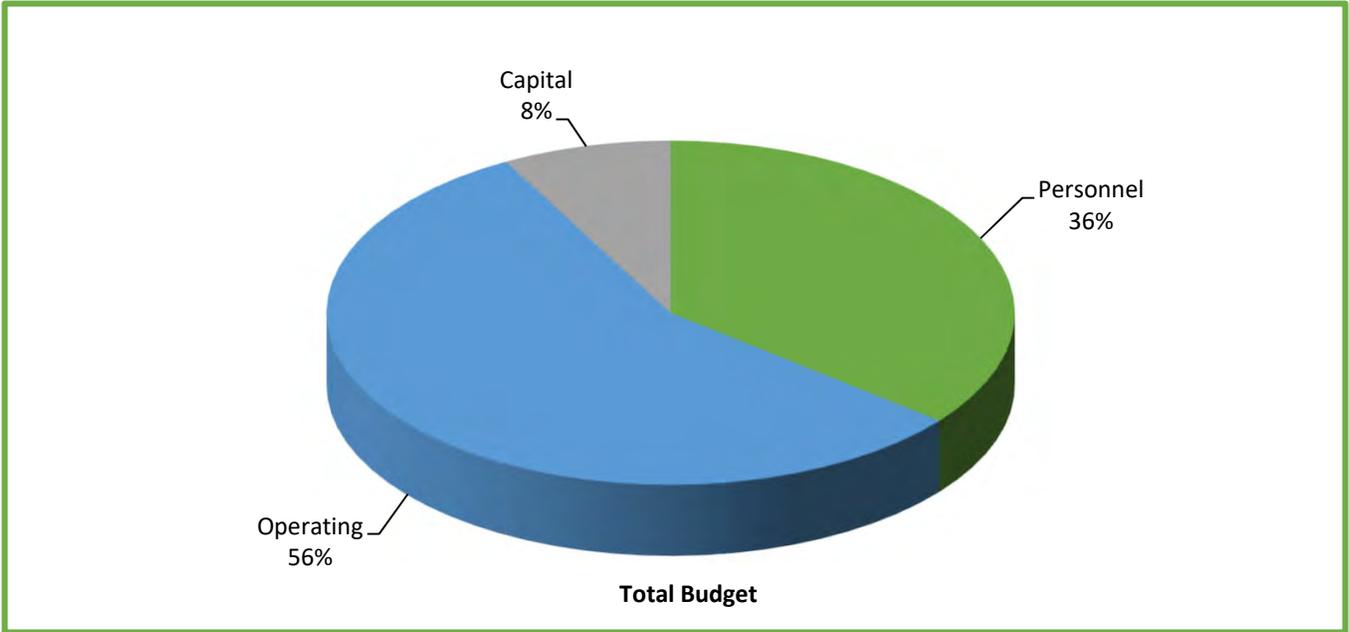
<u>Account Number</u>	<u>Account Name</u>	<u>2018-2019 Activity</u>	<u>2019-2020 Budget</u>	<u>2020-2021 Budget</u>
011-4700000	INTEREST INCOME	865,488	725,000	958,694
	47 - INTEREST	\$ 865,488	\$ 725,000	\$ 958,694
011-4802000	RENTALS-BUILDINGS	390,998	363,850	431,893
011-4803000	PARKING LOTS	70,572	75,000	75,650
011-4805100	DISPOSAL OF PROPERTY	118,189	50,000	50,000
011-4806000	INSURANCE REIMBURSEMENTS	40,022	50,000	50,000
011-4807000	JURY REIMBURSEMENTS FROM STATE	94,452	100,000	102,097
011-4811000	REIMBURSEMENTS-TELETYPE	1,346	1,500	1,592
011-4813000	REFUND - ATTORNEY FEES	58,772	95,120	90,609
011-4815000	OTHER REFUNDS/REIMBURSE	0	50,000	50,000
011-4817100	PAY PHONE COMMISSION	821,929	850,000	933,084
011-4821000	HALE COUNTY AGRILIFE EXTENSION	0	0	0
011-4826000	ELECTION REVENUES	68	200	288
011-4830000	INTEREST-LCAD	10,265	10,000	11,179
011-4842000	REIMB-INMATE TRANSPORTATION	41,004	43,500	42,447
011-4850000	GAIN/LOSS SALE OF INVESTMENTS	2,419,634	0	0
011-4899000	OTHER REVENUE	590,134	550,000	500,000
011-7361000	DRAW FROM RESERVES	0	2,448,671	5,298,175
011-7362000	DRAW FROM COMMITTED FB	0	0	0
011-8011403	XFER FROM WORKERS COMP	4,000,000	2,500,000	0
	48 - OTHER REVENUE	\$ 8,657,386	\$ 7,187,841	\$ 7,637,014
	011 - GENERAL FUND Totals	\$ 109,800,624	\$ 111,630,197	\$ 115,335,963

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL FUND

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 86,607,129	\$ 89,361,177	\$ 93,111,215
Licenses/Permits	201,213	187,425	192,452
Intergovernmental	3,073,573	3,081,779	2,459,264
Fees	3,021,710	3,272,775	3,297,270
Commissions	4,210,724	4,451,650	4,635,994
Charges for Service	2,224,462	2,183,500	2,339,855
Fines/Forfeitures	938,941	1,179,050	704,205
Interest	865,488	725,000	958,694
Other Revenue	8,657,386	2,239,170	2,338,839
OTHER REVENUE SOURCES			
Transfers In	4,000,000	2,500,000	-
TOTAL REVENUE	\$ 113,800,624	\$ 109,181,526	\$ 110,037,788
EXPENDITURES			
Personnel	59,575,711	63,957,924	67,425,641
Operating	24,282,478	22,818,573	31,365,590
Capital	5,864,567	1,929,860	3,648,175
OTHER SOURCES (USES)			
Transfers out	12,278,521	15,417,147	12,896,557
NET REVENUE (EXPENDITURES)	\$ 11,799,348	\$ 5,058,022	\$ (5,298,175)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	23,533,681	35,333,029	40,391,051
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 35,333,029	\$ 40,391,051	\$ 35,092,876

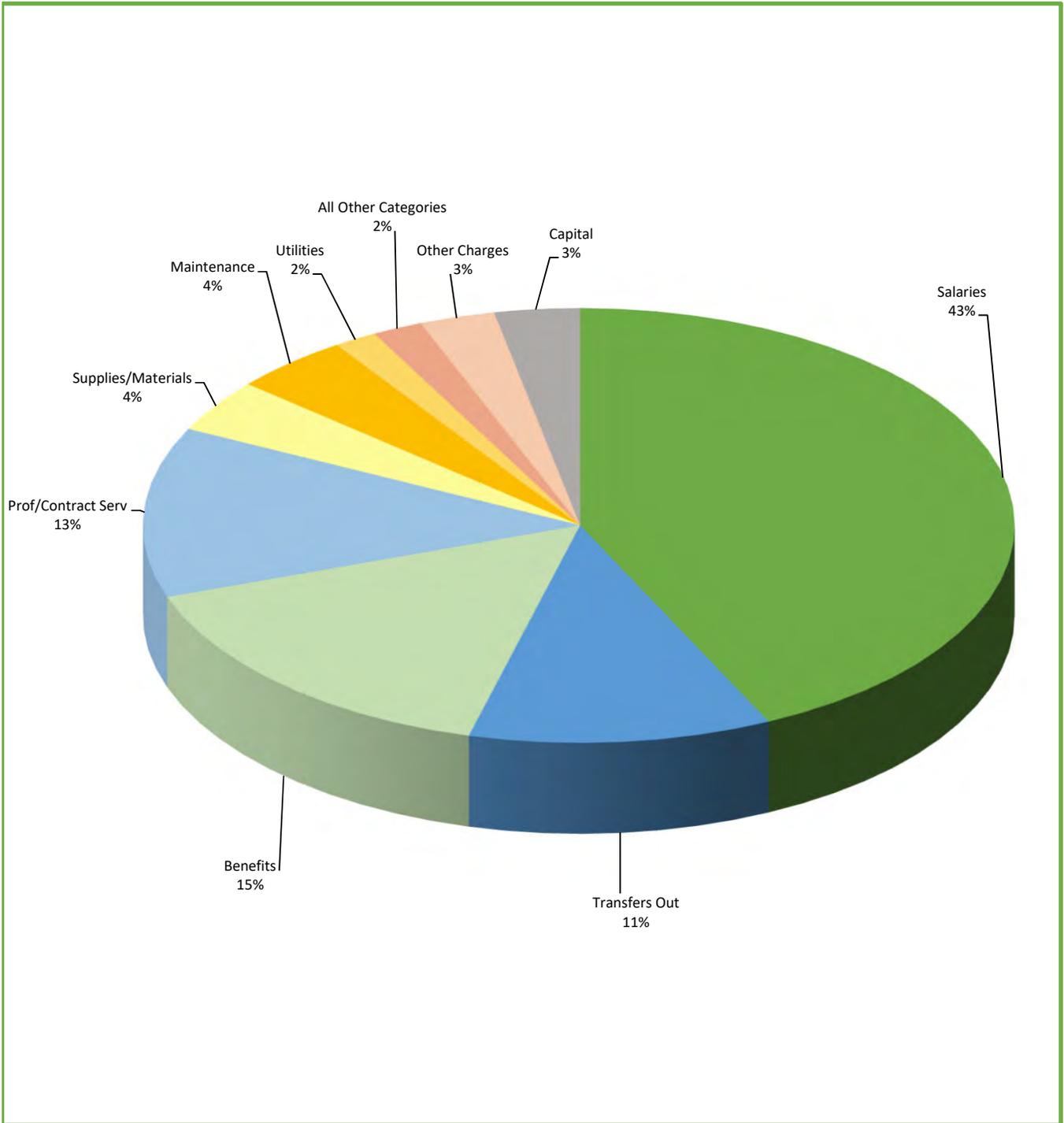
LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. GENERAL FUND

The General Fund is Lubbock County's primary operating fund and may be used for any lawful purpose. It accounts for all financial resources of Lubbock County except those required to be accounted for in another fund. The General Fund includes the following functions: General, Administration, Financial, Public Facilities, Health and Welfare, Culture and Recreation, Public Works, Transfer of Funds, and Other.



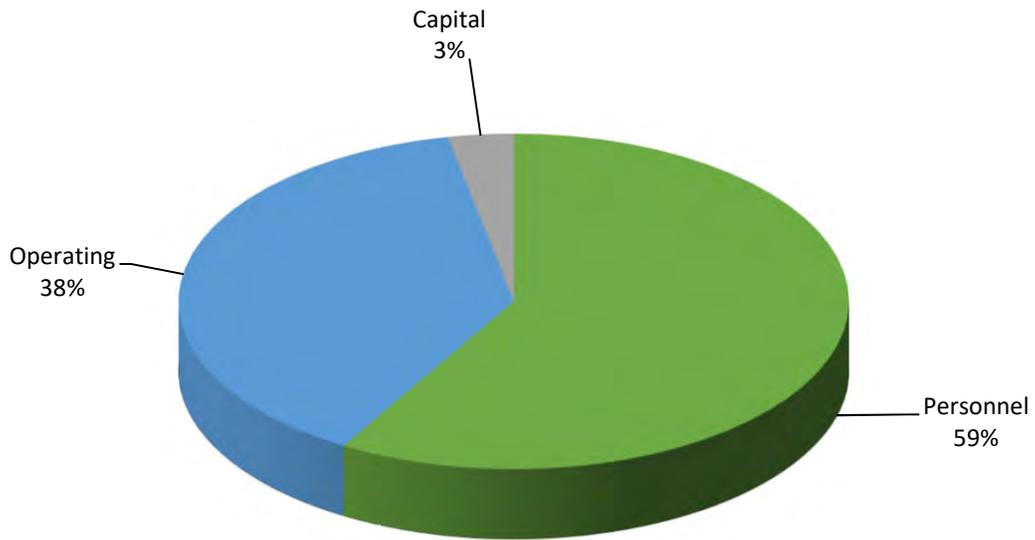
**LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
BY CATEGORY DETAIL**

The chart below displays all General Fund expenditures by category detail. Any category comprising less than 2% were combined into "All Other Categories" in this chart.

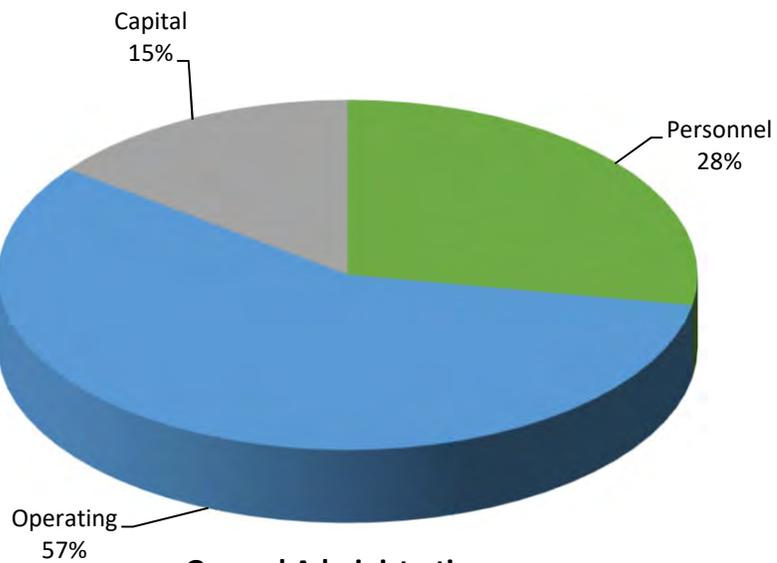


LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
GENERAL ADMINISTRATION

General Administration Departments include the basic administrative and management functions of the County. Major departments included in General Administration are as follows: Commissioners' Court, County Judge, County Clerk, Information Systems, Judicial Compliance, Non-Departmental.



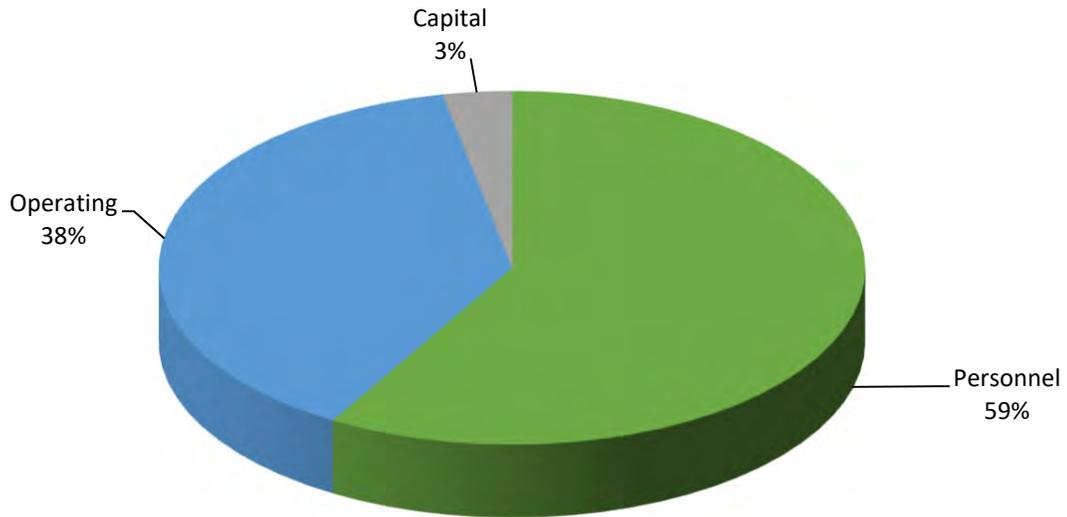
General Fund Budget



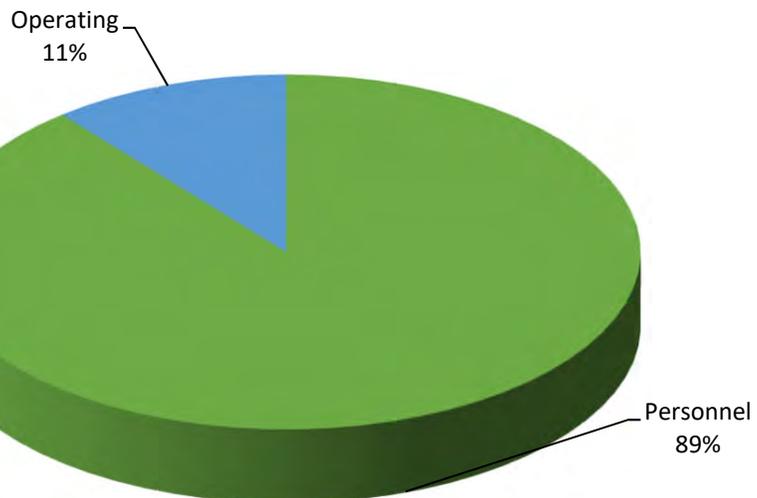
General Administration

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
FINANCIAL ADMINISTRATION

The Financial Administration departments are charged with collecting, safeguarding, investing, disbursing, and budgeting funds. Major departments included in Financial Administration are as follows: County Treasurer, Tax Assessor/Collector, Purchasing, County Auditor, and Human Resources.



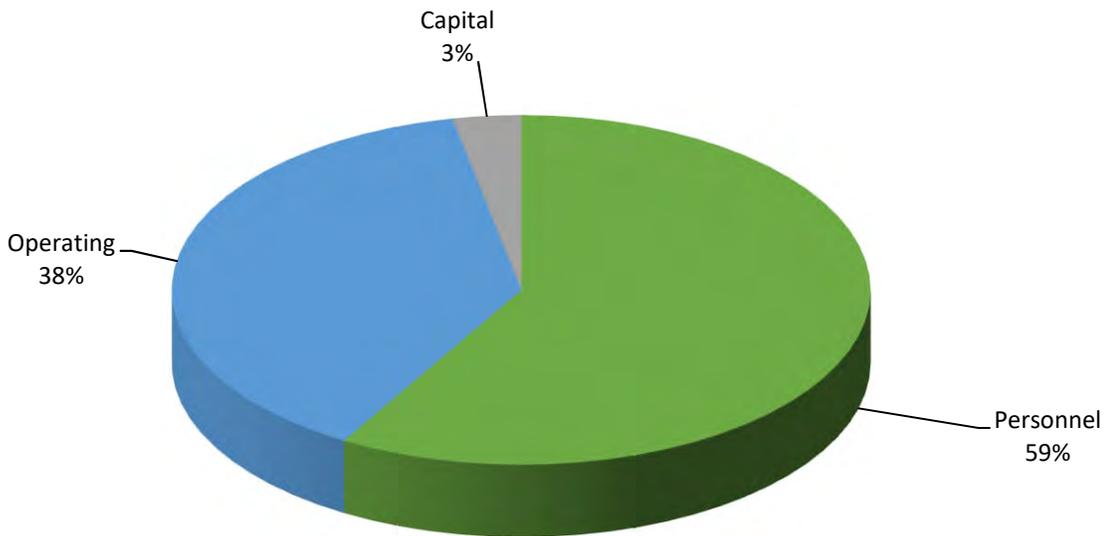
General Fund Budget



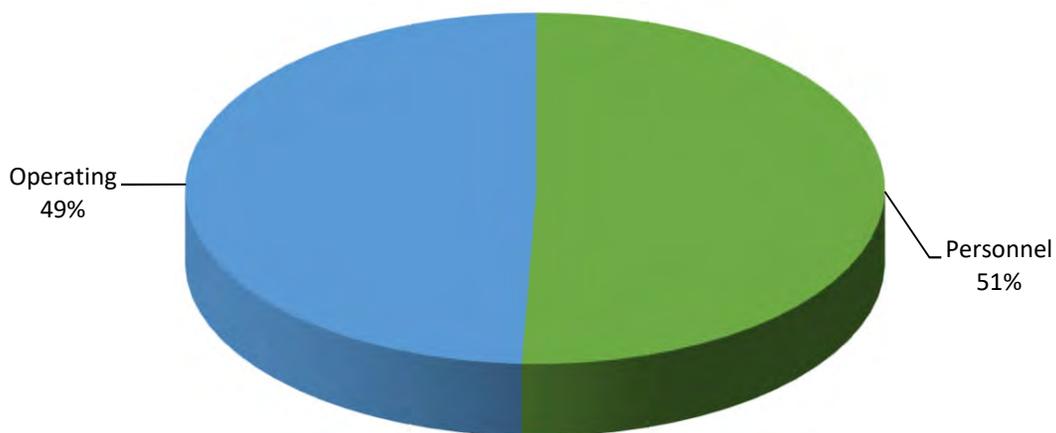
Financial Administration

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
JUDICIAL

The Judicial Function includes the Courts and the departments that service the courts, including the District Clerk, Justice of the Peace Precints 1-4, Central Jury, and the Judicial Department. The Judicial Department is made up of six District Courts.



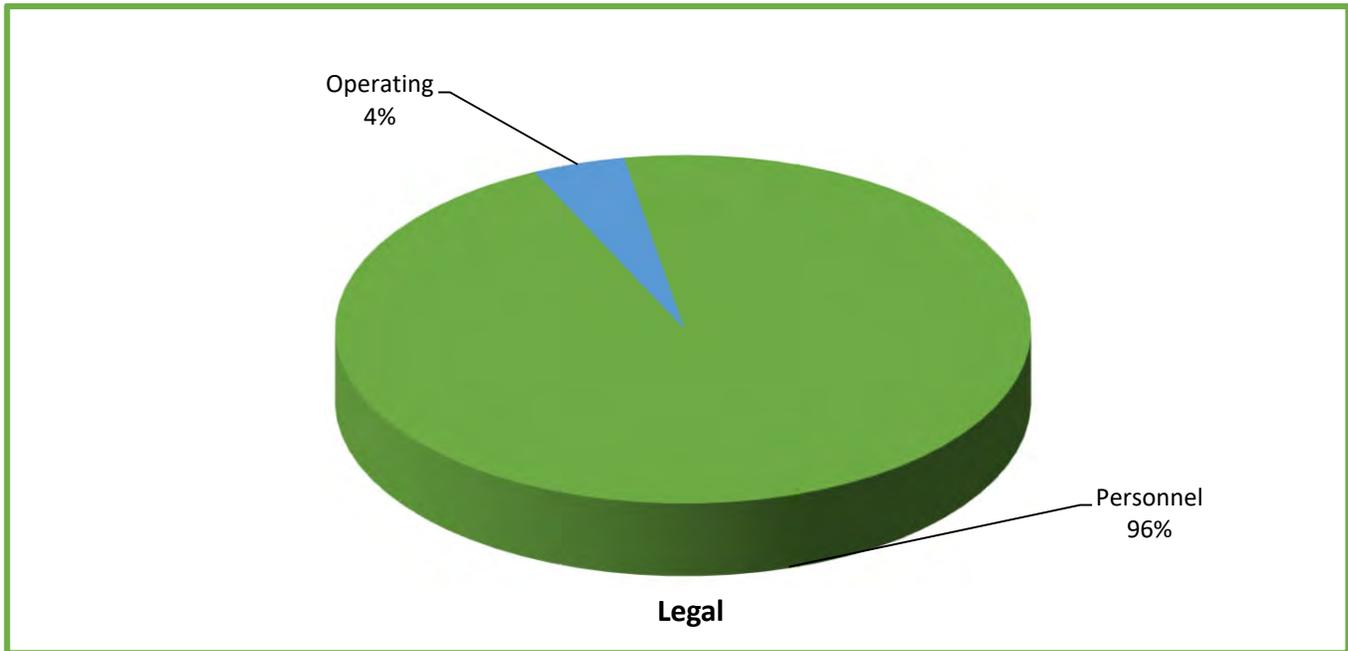
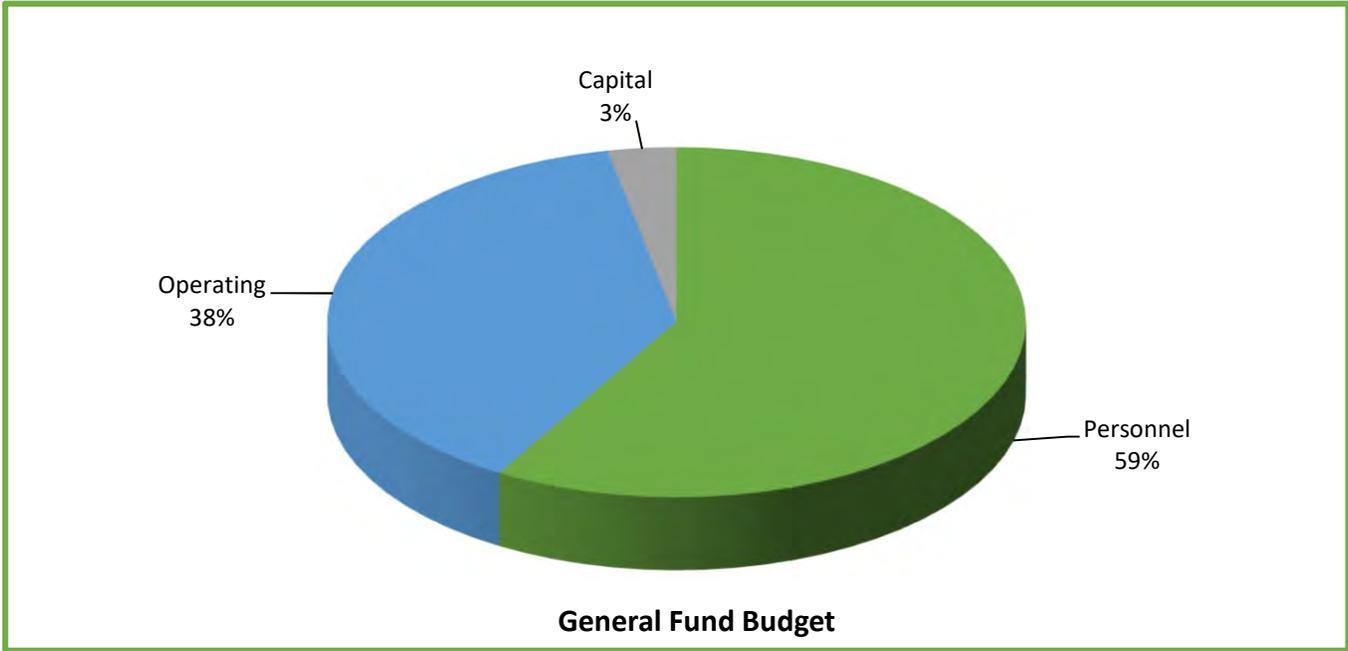
General Fund Budget



Judicial

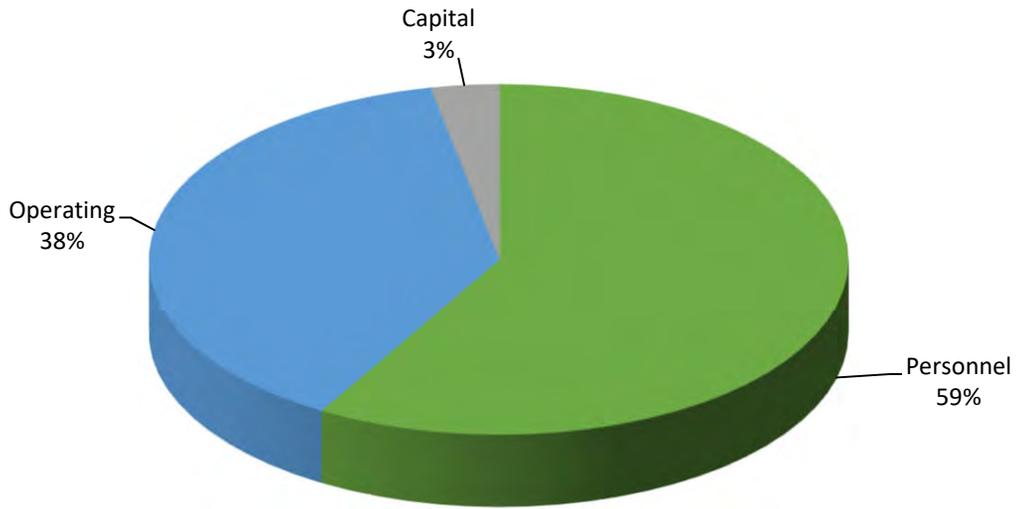
LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
LEGAL

The legal function is made up of the Criminal District Attorney's Office.

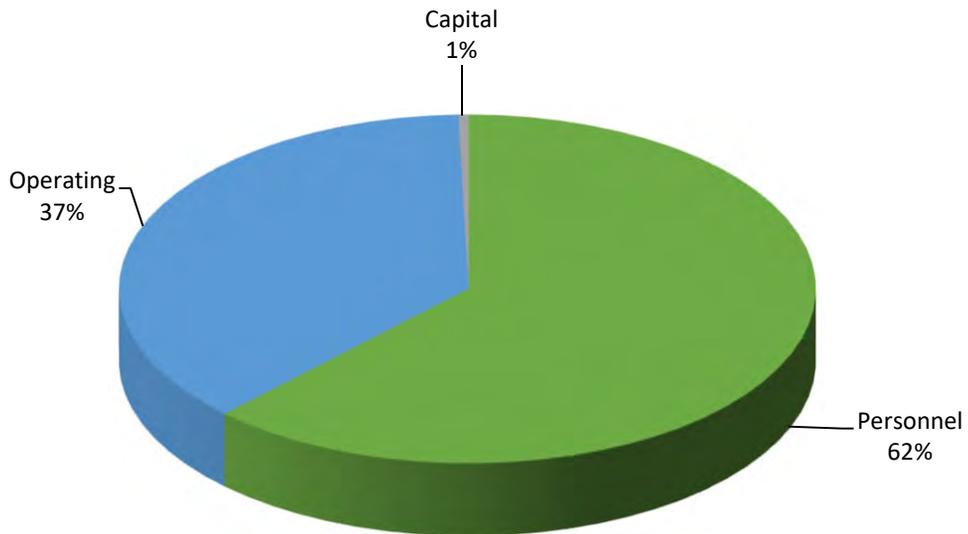


LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
PUBLIC FACILITIES

The Public Facilities function provides maintenance to County facilities. It is an essential service that must be provided.



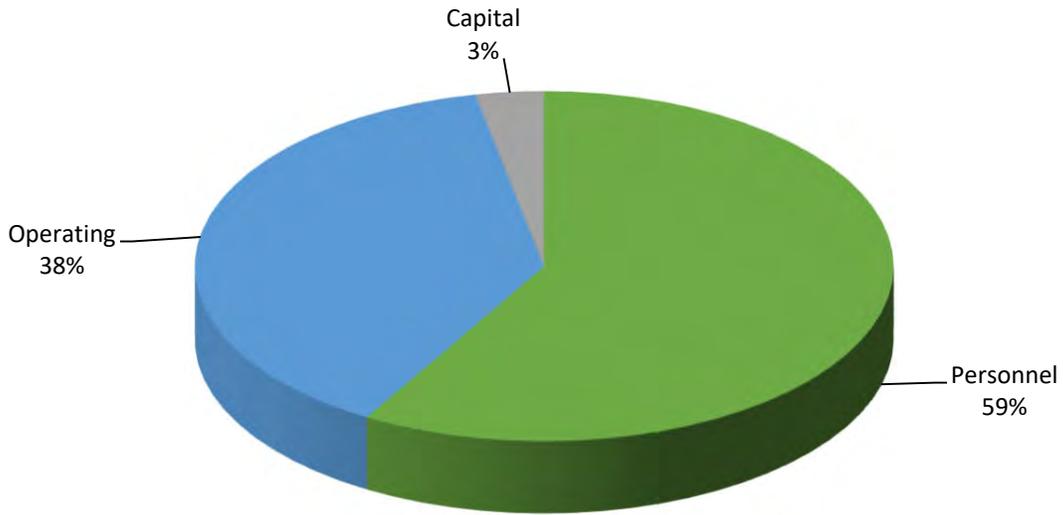
General Fund Budget



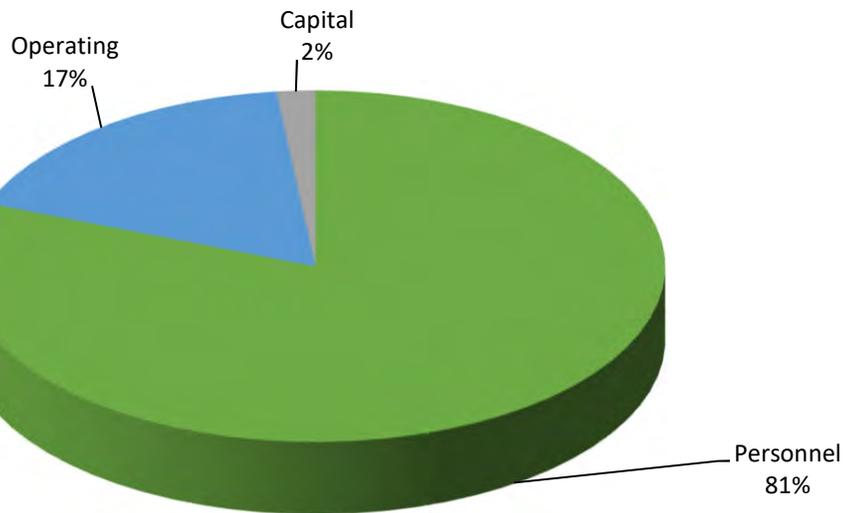
Public Facilities

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
PUBLIC SAFETY

Major Public Safety departments include Constable Precincts 1-4, Medical Examiner, County Sheriff, Lubbock County Detention Center, and Public Safety. These departments provide services that are necessary to maintain the safety of the citizens of Lubbock County.



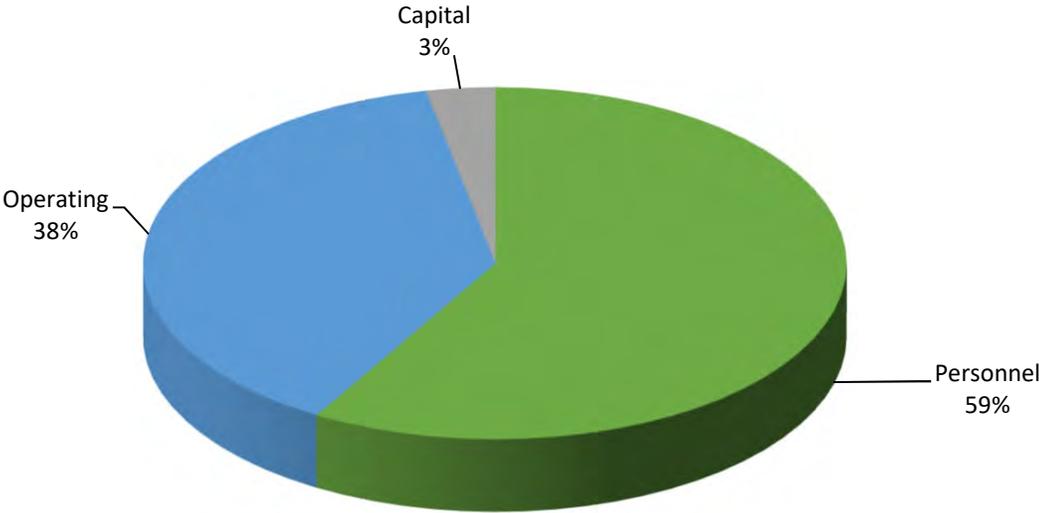
General Fund Budget



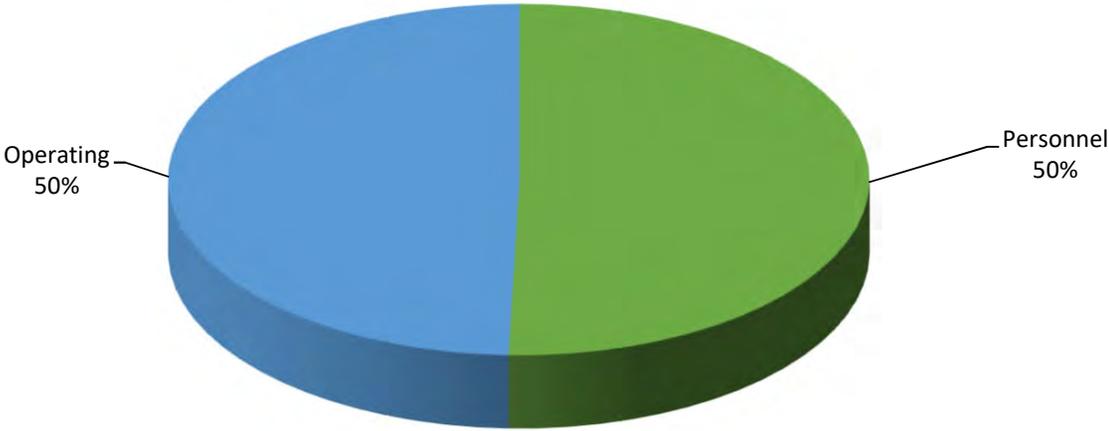
Public Safety

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
HEALTH AND WELFARE

Health and Welfare includes the following departments: General Assistance, and Veteran Services.



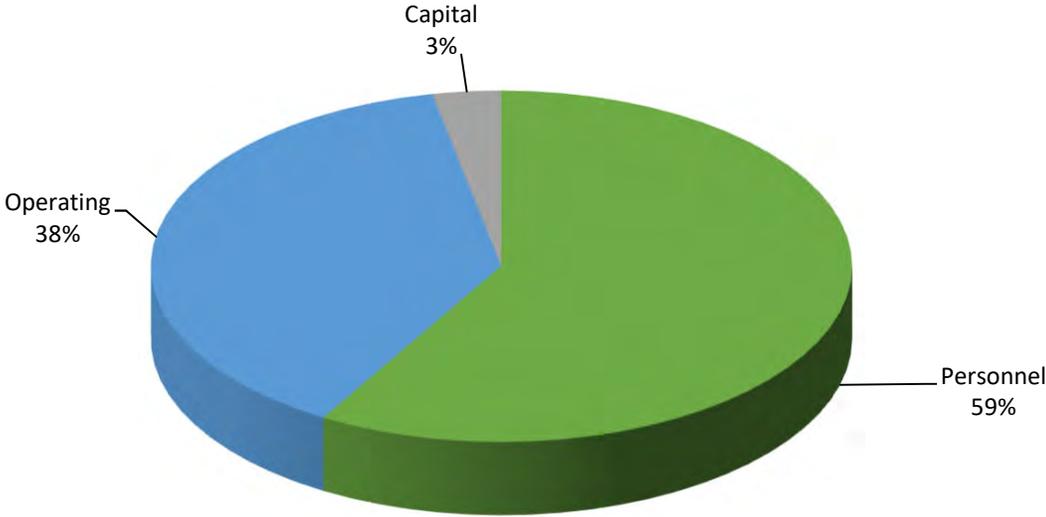
General Fund Budget



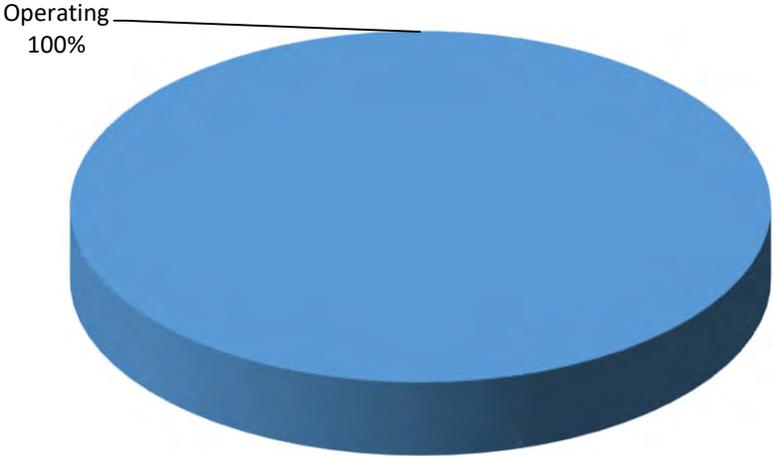
Health and Welfare

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
CULTURE AND RECREATION

Culture and Recreation function includes the Library Services Department.



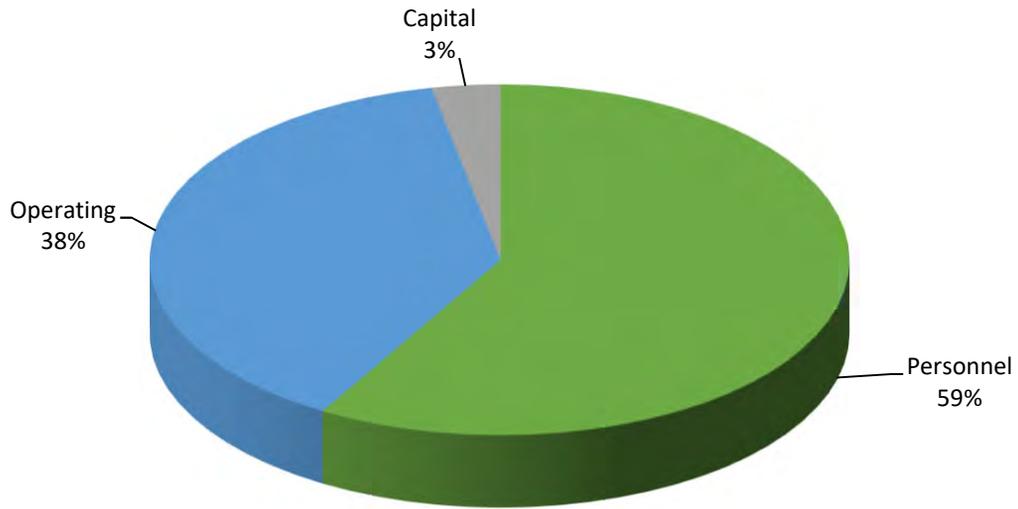
General Fund Budget



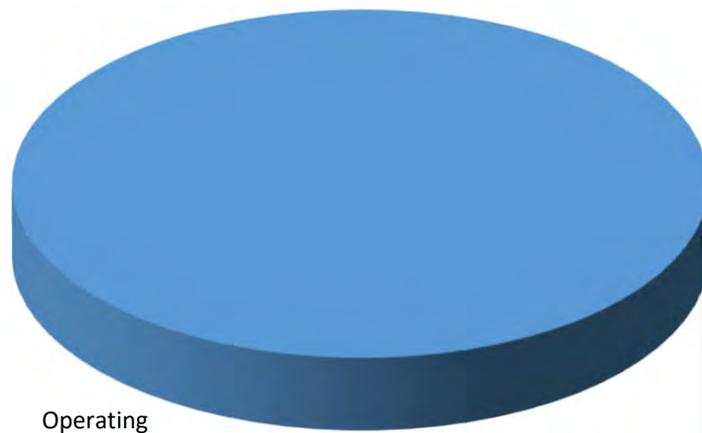
Culture and Recreation

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
TRANSFER OF FUNDS

This department is used to budget for the Interfund expenditure type transactions between the General Fund and other governmental-type funds.



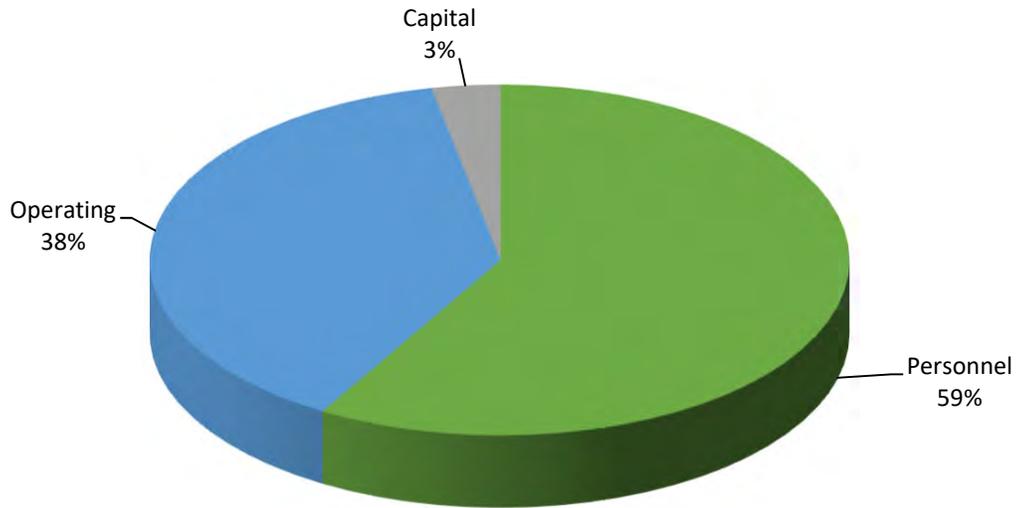
General Fund Budget



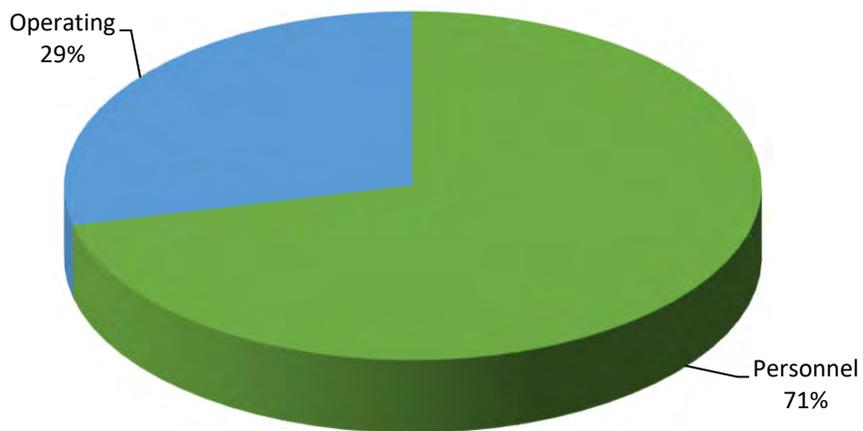
Transfer of Funds

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
PUBLIC WORKS

The Public Works department assists in the maintenance of county roads in Lubbock County. The department plans and inspects construction of county roads and assists in the planning of new subdivisions, commercial developments, and infrastructure. The department inspects construction of sanitation systems in Lubbock County.



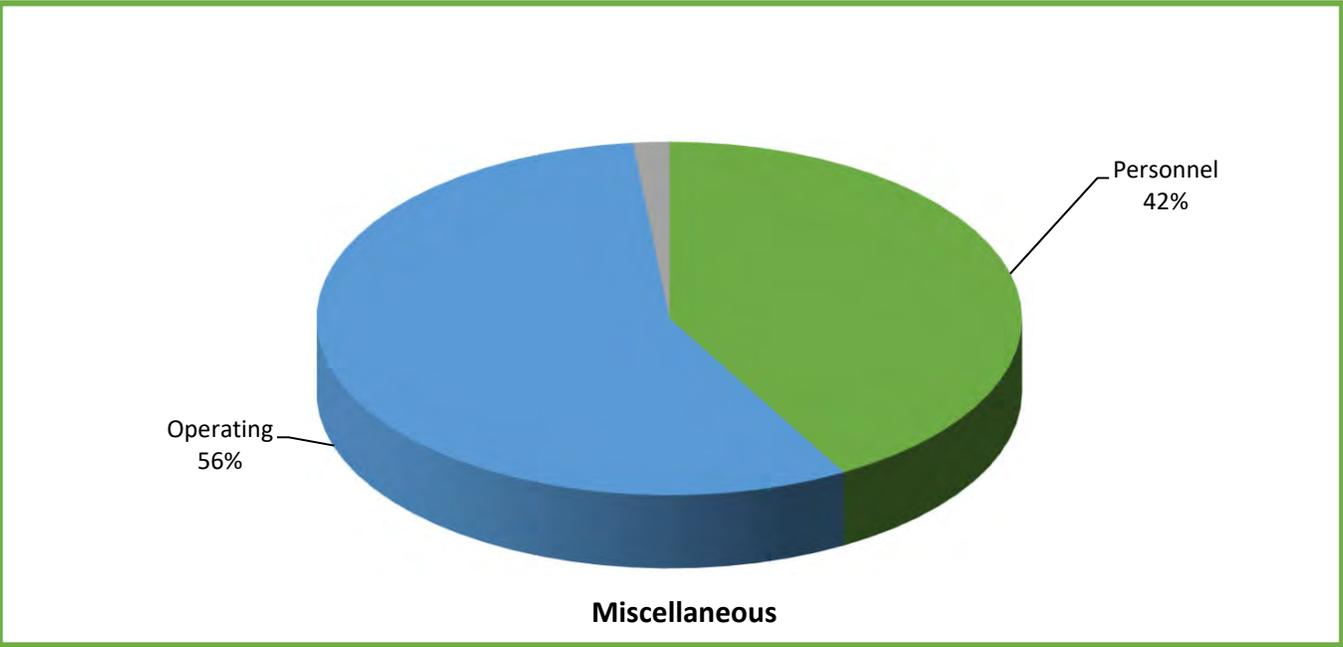
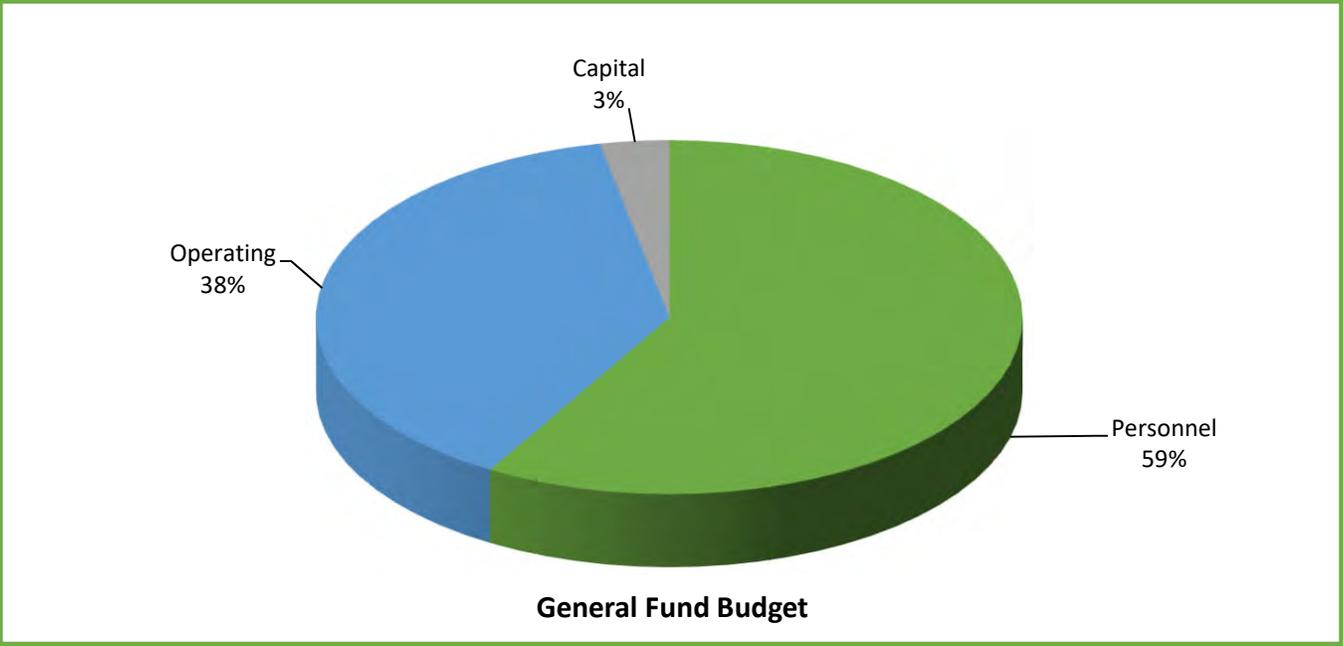
General Fund Budget



Public Works

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
MISCELLANEOUS

The "Miscellaneous" function is comprised of the following departments: Elections, Community Supervision Corrections Department, and Texas AgriLIFE Extension.



Lubbock County, Texas

Adopted Budget

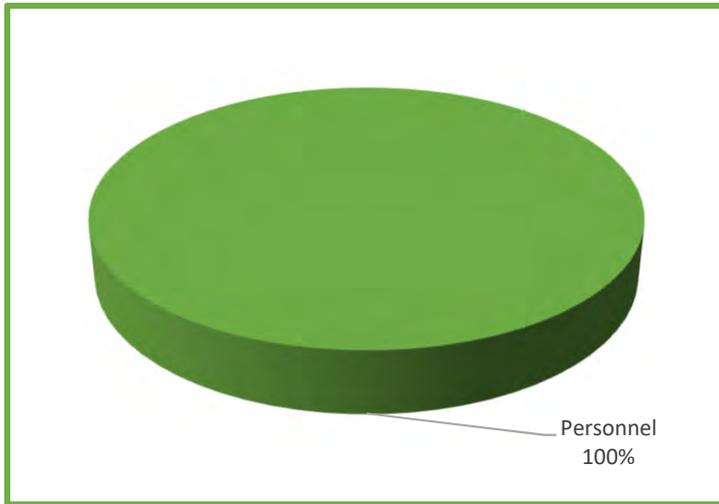
FY 2020- 2021



General Fund
Detail Appropriations by Department

The court is composed of a Chief Justice and three justices. The court has intermediate appellate jurisdiction of both civil and criminal cases appealed from lower courts in its 46 counties.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 25,051.48	\$ 23,604.00	\$ 23,604.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 25,051.48	\$ 23,604.00	\$ 23,604.00



Court of Appeals Justices

Chief Justice Seventh Court of Appeals Place 1
 Brian P. Quinn

Justice Seventh Court of Appeals Place 2
 Judy Parker

Justice Seventh Court of Appeals Place 3
 Patrick A. Pirtle

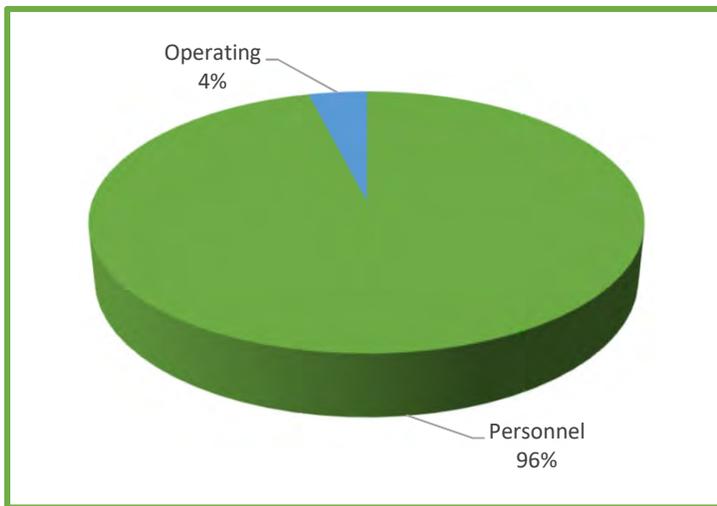
Justice Seventh Court of Appeals Place 4
 Lawrence M. Doss



Staff by Classification	FY19	FY20	FY21
Elected Official	4	4	4

The County Auditor "shall see to the strict enforcement of the law governing county finances." The County Auditor is appointed by the State District Judges of Lubbock County for the term of two years. The Auditor's Office is charged with maintaining general accounting ledgers; preparing financial reports; performing internal audits; processing and auditing payroll, accounts payable, and grants; and assisting in the overall budget process.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 1,033,447.24	\$ 1,180,696.00	\$ 1,180,696.00
Operating	\$ 138,629.34	\$ 153,386.00	\$ 48,785.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,172,076.58	\$ 1,334,082.00	\$ 1,229,481.00



Appointed Official
County Auditor
Kathy Williams

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a circular border with the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Major Accomplishments in 2020:

- Received Government Finance Officers Association (GFOA) award for Distinguished Budget Presentation.
- Received the Certificate of Achievement Award for Excellence in Financial Reporting awarded by GFOA.
- Reviewed State and Federal grants for necessary changes.
- Compiled and utilize workflow narratives and flowcharts of departments' processes and procedures for the Criminal District Attorney, County Clerk, District Clerk, Detention Center, and the four Justices of the Peace to identify areas where stronger internal controls are warranted and identify impediments which could be streamlined through automation during the implementation of the integrated justice and information management system.
- Implemented the Accounts Payable, AR/Billing, Purchasing, and Human Capital Management modules of the Munis financial software.
- Provided end user training for Munis financial software.

Goals for 2021:

- Maintain Distinguished Budget Presentation awarded by Government Finance Officers Association.
- Maintain the Certificate of Achievement Award for Excellence in Financial Reporting awarded by GFOA.
- Work towards creating a standardized audit program guidebook to allow for a more thorough and concise process, which includes the COSO framework.

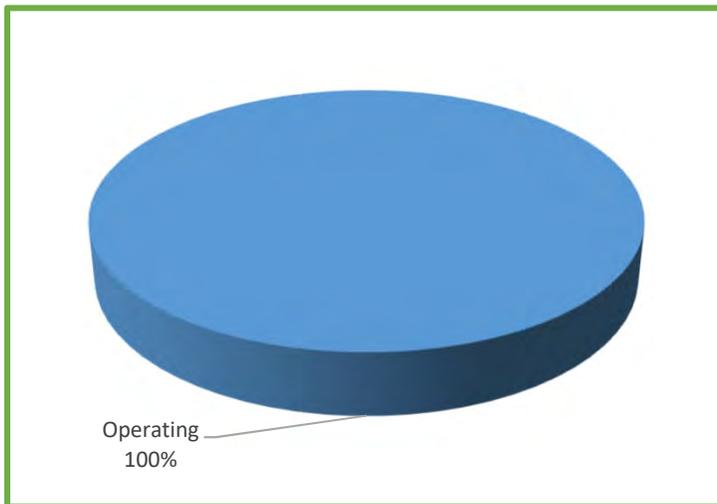
Goals for 2021 continued:

- Begin professional education for all new audit staff to secure Certified Internal Auditor designation.
- Develop and implement the Budget, Capital Assets modules of the Munis financial software as well as the timekeeping module for Executime software.
- Implement the departmental conversion from QuickBooks software to the Odyssey Financial Manager or Munis financial software for bank accounts.
- Provide end user training for all Odyssey Financial Manager and Munis Financial Software.

Performance Measures	FY18	FY19	FY20
Accounts Payable Payments Issued	8,838	8,056	7,325
Credit Card Transactions Processed	9,180	9,454	7,149
Payroll EFT/Checks Issued	33,484	33,408	37,162
Grants Processed	78	84	91
Bank Reconciliations Completed	795	843	821
Cash Counts Performed	289	278	72
Budget Adjustments Processed	169	152	150
Quarterly Reviews Performed	76	76	56
Audits Performed	9	4	0
Staff by Classification	FY19	FY20	FY21
Appointed	1	1	1
Administrative	1	1	1
Professional	8	8	8
Clerical	4	4	4
Part-Time	1	1	1

Both the Constitution of the United States and the Texas Constitution guarantee the right to a trial by jury. Funds are available to pay for the necessary supplies and equipment for notifying, selecting, and compensating jurors for all Lubbock County Courts.

Adopted Budget for the Fiscal Year 2020-2021					
	FY 19 Actual		FY 20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	304,636.17	\$	314,595.00	\$ 356,352.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	304,636.17	\$	314,595.00	\$ 356,352.00



Elected Official
District Clerk
Barbara Sucsy

Major Accomplishments in 2020:

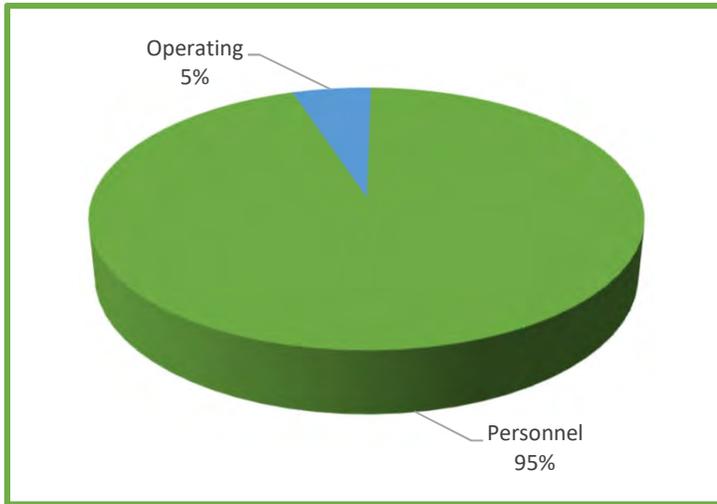
- Continued to review and improve the online juror reporting system.
- Were able to provide sufficient number of jurors for each panel requested.
- We were able to utilize a part-time employee to assist with answering and returning phone calls to jurors, and to enter data based upon juror responses.
- Began the process of transitioning to the Tyler Technologies jury program, which we are confident will offer more benefits to us and will replace other costs associated with additional vendors.
- Worked with the Courts to modify jury procedures during the initial Covid-19 outbreak and will continue to do so until we are able to function as we did previously or as the current situation dictates.

Goals for 2021:

- Continue to investigate ways to improve juror turnout percentages.
- Continue to work with the courts to provide sufficient number of jurors to fill requests for jury panels.
- Work with Tyler Technologies as we transition to the new jury program to be implemented possibly in the 2021 budget year.
- Work with Tyler Technologies to map programming to provide the online reporting to provide the same efficiency and ease of use that citizens have come to expect.
- Work with Tyler Technologies to complete the transition to its jury program by no later than January 2021.

The Commissioners' Court purpose is to carry out the local laws, policies, and services as determined by County, State and Federal governments for the good of all citizens.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 614,065.94	\$ 696,852.00	\$ 639,662.00
Operating	\$ 40,088.80	\$ 43,150.00	\$ 36,195.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 654,154.74	\$ 740,002.00	\$ 675,857.00



Elected Officials

Commissioner - Precinct #1
Bill McCay

Commissioner - Precinct #2
Jason Corley

Commissioner - Precinct #3
Gilbert Flores

Commissioner - Precinct #4
Chad Seay



Major Accomplishments in 2020:

- Instrumental in the Lubbock County Transportation Road Bond and Plan for better roadway infrastructure.
- Managed a response to COVID-19 to ensure the needs of continued local government management.
- Implemented the Commissioners' Court Zoom virtual meetings and allowed public access.
- Continue to implement new software solutions for Lubbock County.

Goals for 2021:

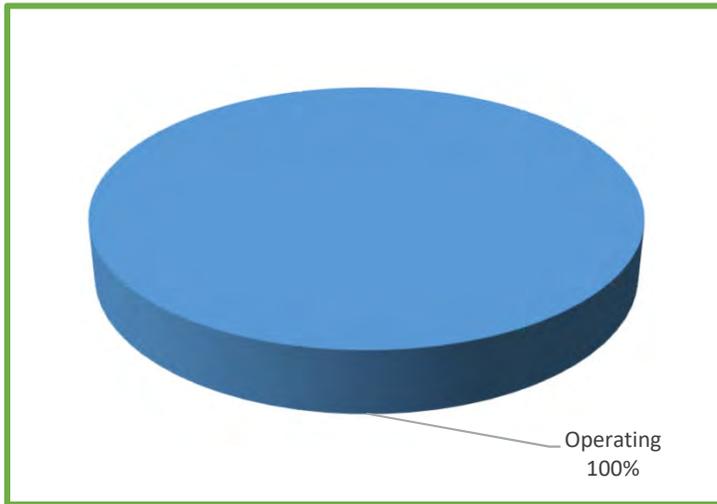
- Finalize Designs, construction and financing plan of the Lubbock County Expo Center.
- Continue to implement new software solutions for Lubbock County.
- Continue working with local, state and federal officials to effectively serve all of the citizens of Lubbock County.

Performance Measures	FY18	FY19	FY20
Number of Courts Held	24	24	24
Number of Additional Meetings Held	11	12	17
Staff by Classification	FY19	FY20	FY21
Elected Official	4	4	4
Administrative	1	1	1
Professional	1	1	1
Clerical	1	2	1

Note: The Administrative Research Department was abolished and consolidated into Commissioners' Court, G/L 011-001.

As outlined in the Government Code, Chapter 76.008 Lubbock County has certain financial responsibilities pertaining to support for the Community Supervision and Corrections Department. "The county served by a department shall provide physical facilities, equipment, and utilities for a department."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 4,211.60	\$ 7,700.00	\$ 10,265.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,211.60	\$ 7,700.00	\$ 10,265.00



Appointed Official
Director
David D. Rowan

Major Accomplishments in 2020:

- Replacement of employee office chairs that are old or broken.
- Purchase of a new currency counter with counterfeit detection to speed up cash deposit process.

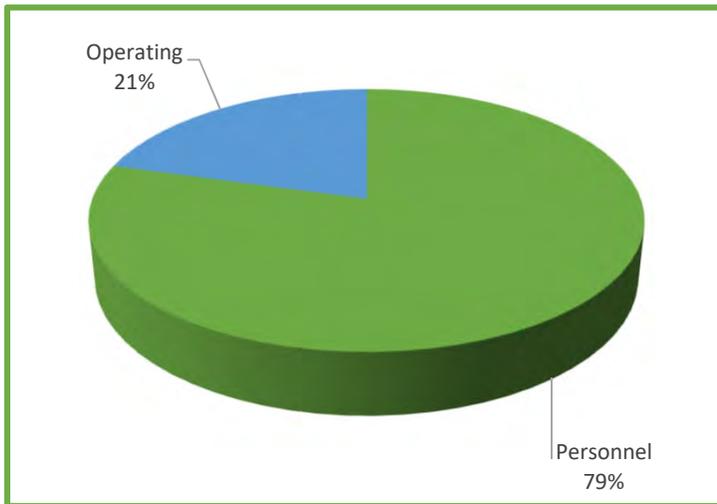
Goals for 2021:

- Replace old and worn chairs in CSCD waiting area.
- Replace remaining employee chairs.
- Purchase new printers for better functionality.

Performance Measures	FY18	FY19	FY20
Average Supervised Monthly	3,279	N/A	N/A
Average Probationers Added Monthly	93	N/A	N/A
Average Revocations Monthly	35	N/A	N/A

As stated in Local Government Code Section 86.021, "A constable shall execute and return as provided by law each process, warrant, and precept that is directed to the constable and is delivered by a lawful officer."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 71,024.02	\$ 71,452.00	\$ 71,452.00
Operating	\$ 15,745.58	\$ 17,416.00	\$ 18,614.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 86,769.60	\$ 88,868.00	\$ 90,066.00



Elected Official
Constable Precinct 1
 Paul Hanna



Major Accomplishments in 2020:

- Service of civil process in a timely manner issued by the courts.
- Maintained proper schedule with the JP office to bailiff court and provided security during court proceedings.
- Assisted other law enforcement agencies when extra officers were needed.
- Maintained law enforcement within the precinct.
- Answered calls and complaints in the precinct.

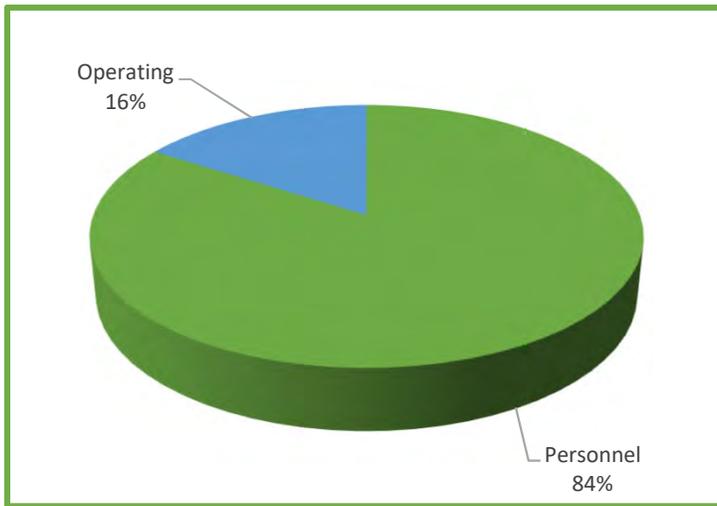
Goals for 2021:

- Acquire deputy constables to better the Constable's Office in day to day operation.
- Properly serve papers from respective courts within time lines associated with each JP, or out-of-county courts.
- Diligence in service of warrants issued out of the respective JP courts.
- Maintain a monthly calendar in connection with the respective JP office's to ensure availability to handle all courts hearings scheduled by respective JP courts.
- Continue to assist the other constables and JP's when help is needed.
- Continue in assisting other Law Enforcement Agencies when extra officers are needed and maintaining law enforcement in Precinct I.
- Continue answering calls and complaints in the precinct.

Performance Measures	FY18	FY19	FY20
Civils Processed	949	1,064	1,064
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1

As stated in Local Government Code Section 86.021, "A constable shall execute and return as provided by law each process, warrant, and precept that is directed to the constable and is delivered by a lawful officer."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 63,881.26	\$ 71,452.00	\$ 71,452.00
Operating Capital	\$ 11,486.54	\$ 10,745.00	\$ 13,580.00
Total Budget	\$ 75,367.80	\$ 82,197.00	\$ 85,032.00



Elected Official
Constable Precinct 2
 Jody Barnes

Major Accomplishments in 2020:

- Service of civil process in a timely manner issued by the courts.
- Maintained proper schedule with the JP office to bailiff court and provided security during court proceedings.
- Assisted other law enforcement agencies when extra officers were needed.
- The process of modernizing my office to improve efficiency is going well and nearing completion.

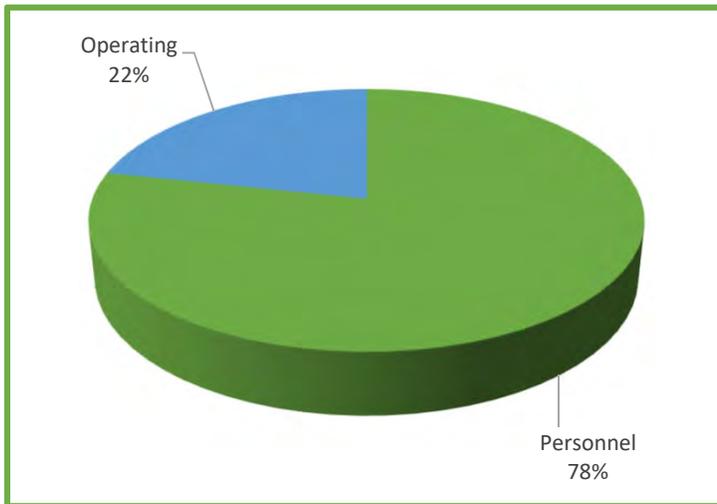
Goals for 2021:

- Properly serve papers from respective courts within time lines associated with each JP, or out-of-county courts.
- Diligence in service of warrants issued out of the respective JP courts.
- Acquire reserve deputy constables to better the Constable's Office in day to day operation.
- Maintain a monthly calendar in connection with the respective JP office's to ensure availability to handle all court hearings scheduled by respective JP courts.
- Continue to assist the other constables and JP' s when help is needed.

Performance Measures	FY18	FY19	FY20
Civils Processed	1,021	N/A	612
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1

As stated in Local Government Code Section 86.021, "A constable shall execute and return as provided by law each process, warrant, and precept that is directed to the constable and is delivered by a lawful officer."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 70,861.55	\$ 71,452.00	\$ 71,452.00
Operating	\$ 9,903.97	\$ 20,225.00	\$ 19,745.00
Capital	\$ 5,700.00	\$ -	\$ -
Total Budget	\$ 86,465.52	\$ 91,677.00	\$ 91,197.00



Elected Official
Constable Precinct 3
 Marina Garcia

Major Accomplishments in 2020:

- Service of Civil Process in a timely manner issued by the courts.
- Maintain proper schedule with the JP office to bailiff court and provide security during Court proceedings.
- Assisting of other Law Enforcement agencies when extra officers are needed.
- Maintain proper continuing education through TCLOE.

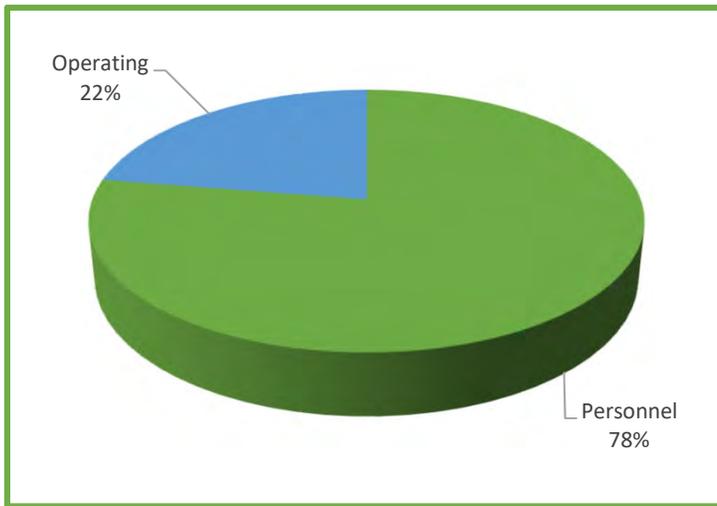
Goals for 2021:

- Properly service papers from respective courts within associated time line associated With each JP, or out of county courts.
- Diligence in service of paperwork issued out of the respective JP Courts.
- Maintain a monthly Calendar in Connection with the respective JP Office's to ensure Availability to handle all court Hearings scheduled by respective JP courts.
- Continually assisting other Law Enforcement Agencies when needed.
- Continue to promote excellence and hard work for Lubbock County Constable 's Pct. 3.
- Finish my Master Law Enforcement certification.

Performance Measures	FY18	FY19	FY20
Civils Processed	N/A	N/A	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1

As stated in Local Government Code Section 86.021, "A constable shall execute and return as provided by law each process, warrant, and precept that is directed to the constable and is delivered by a lawful officer."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 63,876.01	\$ 71,452.00	\$ 71,452.00
Operating	\$ 13,895.27	\$ 21,240.00	\$ 20,713.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 77,771.28	\$ 92,692.00	\$ 92,165.00



Elected Official
Constable Precinct 4
 Tony Jackson



Major Accomplishments in 2020:

- Serviced civil process in a timely manner.
- Maintained the bailiff schedule for Justice of the Peace Precinct 4.
- Assisted other law enforcement agencies, constables, and JP courts.
- Remained available to the public by returning phone and e-mail messages in a timely manner.
- Changed online investigative program which lowered costs to Lubbock County.
- Changed cellular service resulting in better service and lower costs for Lubbock County.
- Maintained public reporting system of job performance consistently throughout the year.
- Improved and maintained patrol vehicle to enhance longevity.

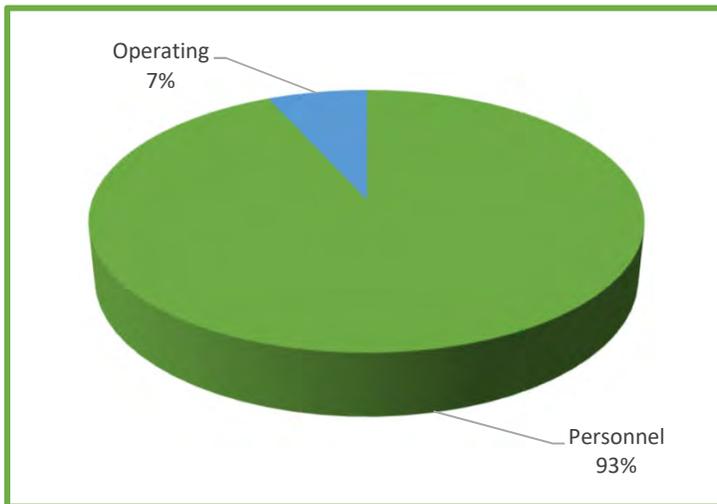
Goals for 2021:

- Continue and build upon the accomplishments of FY2020.
- Properly serve papers from respective courts within time limits.
- Hire a clerk that serves all the constables to enhance office effectiveness, transparency, and customer service.
- Initiate an extra officer overtime program to assist in day to day operations and meet these goals.
- Maintain my monthly calendar in connection with the respective JP offices to ensure availability to handle all courts hearings scheduled by respective JP courts.

Performance Measures	FY18	FY19	FY20
Civils Processed	N/A	846	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1

The duties of the County Clerk are to record and keep the records of the County, the County Commissioners' Court and the three County Courts at Law. It is also the duty of the County Clerk to keep and record all Official Public Records and vital statistics, and to collect fines, fees, and court costs as ordered.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 1,130,679.39	\$ 1,334,484.00	\$ 1,334,484.00
Operating	\$ 83,201.92	\$ 88,980.00	\$ 96,787.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,213,881.31	\$ 1,423,464.00	\$ 1,431,271.00



Elected Officials
County Clerk
Kelly Pinion

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

Major Accomplishments in 2020:

- Continued full services during COVID-19 issue.
- Improved delivery of data request to Title Companies using File Transfer sharing.
- Expanded historical indexing, records preservation & customer service utilizing web site.

Goals for 2021:

- Review legislative changes for laws applicable to our office and make any needed changes.
- Work towards successful Odyssey conversion and implementation.
- Continue to expand historical indexing.

Performance Measures	FY18	FY19	FY20
Civil Cases Filed	917	1,244	1,157
Criminal Cases Filed	2,836	2,595	2,833
Guardianship Cases Filed	75	72	89
Mental Cases Filed	215	199	173
Formal Marriage License Filed	2,016	2,113	1,920
Informal Marriage License Filed	94	86	84
Probate Cases	937	797	829
OPR Documents Recorded	48,546	49,553	56,635

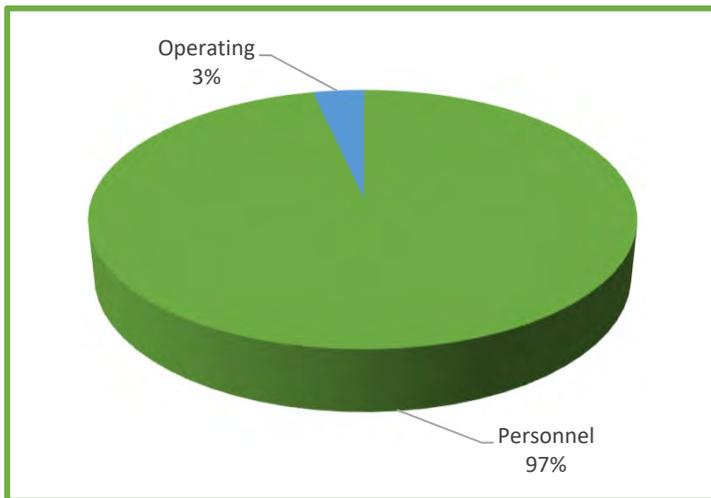
LUBBOCK COUNTY, TEXAS
COUNTY CLERK

G/L 011-003

Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Administrative	1	1	1
Clerical	20	20	20

As outlined in the Texas Constitution Article V, Section 15, the County Judge is the chief executive officer of the County. The County Judge and the four County Commissioners comprise the Commissioners' Court. The County Judge presides at all meetings of the Commissioners' Court.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 205,143.80	\$ 250,331.00	\$ 250,331.00
Operating	\$ 11,322.16	\$ 8,470.00	\$ 9,050.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 216,465.96	\$ 258,801.00	\$ 259,381.00



Elected Officials
County Judge
Curtis Parrish

Major Accomplishments in 2020:

- Responded to the increasing and imminent threat to the COVID-19 virus by implementing emergency management procedures to ensure continuation of county government.
- Approval and implementation of the comprehensive transportation improvement plan. Served as Vice Chair on the Ports to Plains Advisory Committee, studying the expansion of I-27.
- The County Court held virtual hearings during the global pandemic and added a new County Court web-page with resources for the public to utilize.

Goals for 2021:

- Continue working with local state and federal, state, and local officials to effectively serve all of the citizens of Lubbock County.
- Thoughtfully and expeditiously handle probate, guardianship, and mental health.
- Continue to preserve, protect, maintain, or distribute as needed or required the property of a decedent's estate according to Texas law.

Performance Measures	FY18	FY19	FY20
Probate Cases Filed	846	745	829
Mental Health Cases Filed	208	178	173
Guardianship Cases Filed	65	85	89
Hearings Filed	911	830	854

LUBBOCK COUNTY, TEXAS
COUNTY JUDGE

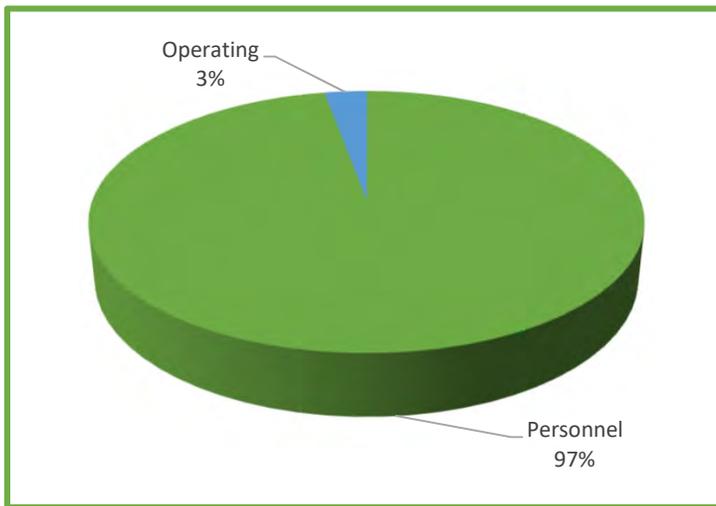
G/L 011-002

Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Appointed	0	0	1
Clerical	1	1	0

The Courts are made up of six District Courts and three County Courts at Law. Each of the District Courts in the County has jurisdiction over criminal and civil cases. The Court sets hearings for pleas, arraignments, summary judgments, default judgments, pre-trial hearings and motions. County Courts at Law hear misdemeanor criminal cases, civil matters with limited jurisdiction, probate, condemnation and family law matters.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 3,920,736.28	\$ 4,025,317.00	\$ 4,328,786.00
Operating	\$ 112,821.93	\$ 128,120.00	\$ 128,120.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,033,558.21	\$ 4,153,437.00	\$ 4,456,906.00



District Judges
72ND District - Ruben Reyes
99TH District - William Sowder
137TH District - John McClendon III
140TH District - Douglas Freitag
237TH District - Leslie Hatch
364TH District - William R. Eichman II
County Court at Law Judges
Court at Law #1 - Mark Hocker
Court at Law #2 - Drue Farmer
Court at Law #3 - Ann-Marie Carruth

Major Accomplishments in 2020:

- The Courts showed great flexibility in moving from all in-person proceedings to a majority of remote hearings in a matter of days. As of June 5, 2020, the District and County Courts at Law courts have conducted over 261 Zoom meetings, which accounts for more than 1,000 hearings during the COVID-19 pandemic.
- The Courts average just over 10 years of service per employee, the best average for departments having over 30 employees.

Goals for 2021:

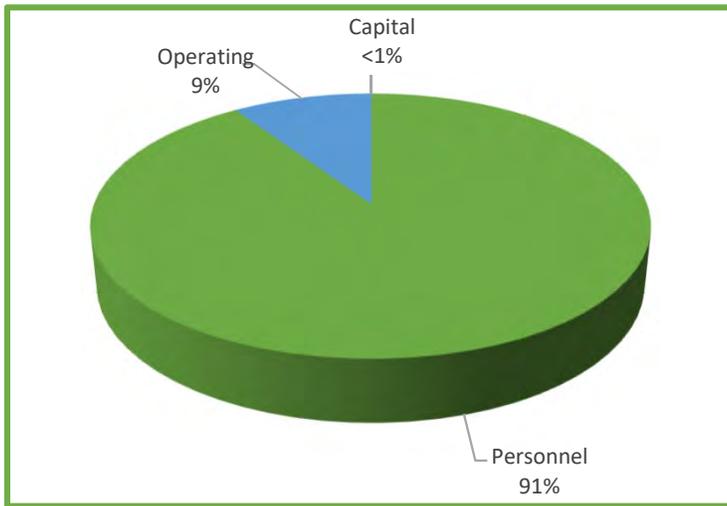
- The Courts would like to continue expanding and enhancing courtroom technology, including continuing to utilize remote capabilities for proceedings.
- The Courts would like to see the Tyler Technology conversion project completed or near completion.

Performance Measures	FY18	FY19	FY20
Criminal Cases Disposed	7,055	7,804	6,537
Staff by Classification	FY19	FY20	FY21
Elected Official	9	9	9
Appointed	24	24	24
Administrative	1	1	1
Professional	2	2	2
Clerical	7	6	11
Part-Time	1	1	1

The County Jail is responsible for housing and managing offenders and is under the direct supervision of the Sheriff. Jail administration focuses on facilitating the operation and interaction of all sections, shifts and activities of the detention facility. The major jail function is to protect the public by securely and safely isolating from the community those convicted/accused of crimes.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 22,110,070.97	\$ 22,674,752.00	\$ 24,411,989.00
Operating	\$ 2,243,041.22	\$ 2,448,082.00	\$ 2,532,709.00
Capital	\$ 5,699.86	\$ 118,000.00	\$ 5,200.00
Total Budget	\$ 24,358,812.05	\$ 25,240,834.00	\$ 26,949,898.00



Elected Official
Sheriff
Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Major Accomplishments in 2020:

- Established effective pandemic response, during COVID-19 outbreak, using principles from tabletop exercises in emergency management.
- Involved in the collaborative partnership with newly awarded category 2 Justice in Mental Health Collaboration Program Grant.
- Received a Medication Assisted Treatment Grant and implementing this program.
- Obtained and implemented step 3 of the existing pay chart.
- Established specific housing unit focused on inmates obtaining their GED.

Goals for 2021:

- Continue with implementation of the pay scale and step chart, as well as close the pay disparity gap as presented based locally.
- Transition shift clerical staff to Entry Level Detention Officers.
- Increase mental health staffing to provide 24 hour coverage for screening efforts.
- Successful transition to Tyler Technology services.

Performance Measures	FY18	FY19	FY20
Average Daily Jail Population	1,244	1,219	1,256
Average Daily Number of Fed. Inmates	56	58	66

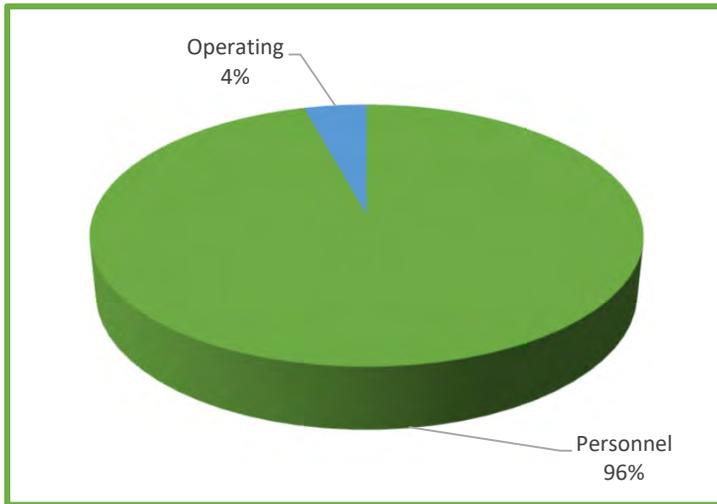
LUBBOCK COUNTY, TEXAS
DETENTION CENTER

G/L 011-047

Staff by Classification	FY19	FY20	FY21
Administrative	3	3	3
Public Safety	287	287	333
Clerical	61	61	15

The Criminal District Attorney's Office functions to prosecute all criminal offenses presented to the office by law enforcement. The Criminal District Attorney's Office is also responsible for representing Lubbock County in all legal proceedings.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 6,346,074.11	\$ 6,858,682.00	\$ 6,858,682.00
Operating Capital	\$ 155,414.41	\$ 285,039.00	\$ 305,567.00
Total Budget	\$ 6,501,488.52	\$ 7,143,721.00	\$ 7,164,249.00



Elected Official
District Attorney
Sunshine Stanek



Major Accomplishments in 2020:

- Great strides made as an office working remotely during the pandemic, ensuring that services to the community remained uninterrupted.
- Major clearing of back logged cases which reduced the active case dockets.
- The continued movement and assignment of personnel to develop procedures to meet the requirements of the Michael Morton Act; the CDA office continues to be a leader in the nation for meeting these requirements.

Goals for 2021:

- Initiate a smooth data migration into the new Tyler Criminal Justice system.
- Increase transparency and understanding by community involvement and the Citizen's Academy.
- Conduct more training for law enforcement on domestic violence investigations.

Performance Measures	FY18	FY19	FY20
Cases Received	14,261	14,462	12,505
Felony Cases Under Indictment	1,840	2,419	2,835
Misdemeanor Cases Under Indictment	2,073	2,594	2,833
Cases Filed	5,608	5,285	5,904
Felony Cases Closed	N/A	6,308	N/A
Misdemeanor Cases Closed	N/A	7,230	N/A
Total Jury Trials	37	42	20

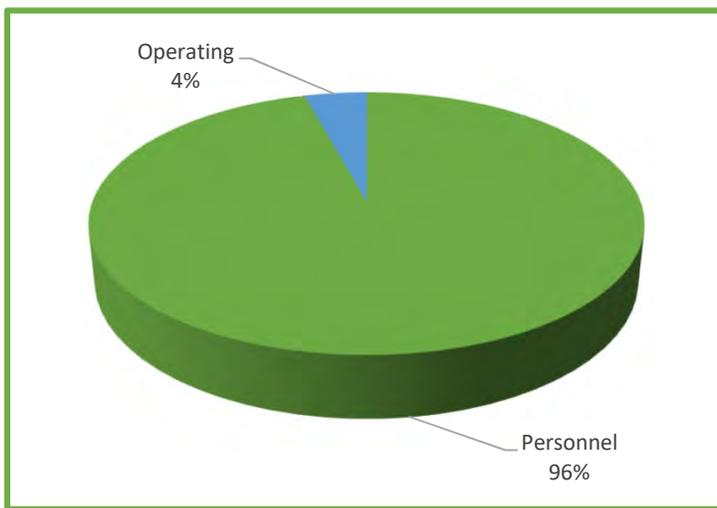
LUBBOCK COUNTY, TEXAS
DISTRICT ATTORNEY

G/L 011-040

Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Appointed	2	2	2
Administrative	1	1	1
Professional	33	34	34
Public Safety	15	15	15
Clerical	20	23	21
Part Time	3	3	3

As provided by Government Code Section 51.303 the District Clerk has "custody of and shall carefully maintain and arrange the records relating to or lawfully deposited in the clerk's office." The Lubbock County District Clerk is the custodian of records for civil, criminal, family law and adoption cases heard in the six District Courts of Lubbock County, as well as family law matters heard in the three County Courts at Law.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 1,658,720.95	\$ 1,732,083.00	\$ 1,735,657.00
Operating Capital	\$ 62,024.66	\$ 66,375.00	\$ 76,770.00
Total Budget	\$ 1,720,745.61	\$ 1,798,458.00	\$ 1,812,427.00



Elected Official
District Clerk
Barbara Sucsy

The seal of the County of Lubbock, State of Texas, featuring a central five-pointed star surrounded by a wreath of cotton and wheat, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

Major Accomplishments in 2020:

- Continued to accept exhibits on a date-forward basis (April 2013) from court reporters, and accepted exhibits that were tendered prior to April 2013 from two retiring court reporters.
- Revised programming for e-filing each time JCIT met in Austin, and updated our systems to coordinate with Rules changes.
- Continue to improve the online reporting for jury duty as comments or suggestions are received from jurors and the courts.
- Completed full disposition of funds to the Comptroller's Office for all funds held and unclaimed (referred to as escheating), including clearing many criminal cash bonds posted over the last 30 years.
- Updated all legislatively mandated fee changes on criminal cases.
- Continued to clear and correct conviction reporting to the Texas Department of Public Safety to improve percentage rates for accurate and timely reporting.

Goals for 2021:

- Complete transition/conversion to Tyler/Odyssey program so that we timely and more efficiently comply with state reporting requirements and to file documents/images into court records.
- Transition from current vendor to Tyler Technologies jury program.
- Improve mandatory e-filing policies and procedures within the office and with the vendor.
- Complete record retention plan for civil and criminal court shucks and destroy records as allowed by applicable State Library guidelines.

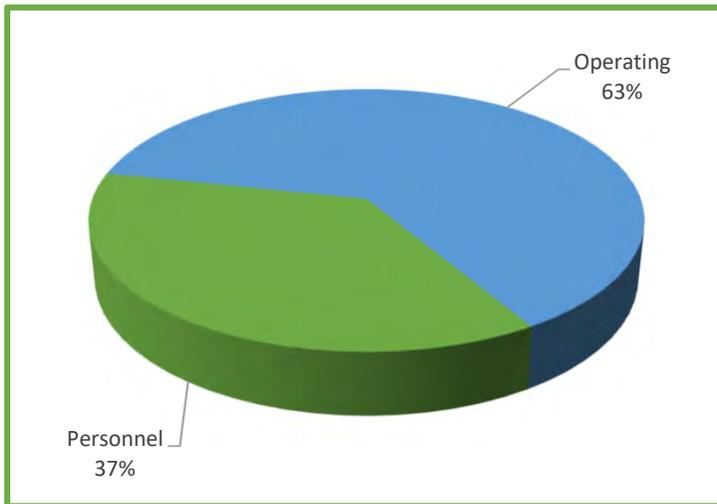
Goals for 2021 continued:

- Continue collection of fines and court costs from inmates convicted in Lubbock County and sentenced to the Texas Department of Criminal Justice.
- Assist Court Reporters with the destruction of exhibits, notes and tapes as allowed by law and within the guidelines of the State Library.
- Continue to escheat funds on a regular basis to reduce the outstanding liability of assets on deposit with the District Clerk's Office.
- Improve employee retention and address any in-house problems that may be causing retention percentages to increase.
- Retain a vendor to go through all images to redact sensitive data such as SSN, DL numbers, etc.

Performance Measures	FY18	FY19	FY20
Civil Law Cases Filed	1,762	1,861	1,656
Family Law Cases Filed	2,657	2,395	2,032
Tax Law Cases Filed	130	129	35
Child Support Garnishments Filed	392	387	302
Juvenile Cases	240	220	156
Passports	1,312	1,346	803
Jury Summons	58,885	60,935	38,699
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Administrative	1	1	1
Clerical	28	28	28

It is the responsibility of the Elections Office to register citizens to vote and to conduct elections for all entities in the County of Lubbock. The Elections Department furnishes maps, labels and lists of registered voters to the candidates and to elected officials.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 634,252.94	\$ 791,187.00	\$ 791,187.00
Operating	\$ 921,175.98	\$ 1,182,604.00	\$ 1,351,734.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,555,428.92	\$ 1,973,791.00	\$ 2,142,921.00



Department Head
Elections Administrator
Dorothy Kennedy

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

Major Accomplishments in 2020:

- Successfully conducted November 2019 Constitutional Amendment Election and March 2020 Joint Primary Election.
- Successfully conducted several area Junior High and High School Class Officer, Cheerleading elections.
- Have made necessary changes recommended by CDC, Texas Secretary of State, County and Local governments due to COVID-19.
- Some staff has attended online redistricting classes to help prepare for the upcoming 2021 redistricting process.
- Four staff members have participated in a pilot program with the Election Center by attending on line CERA classes for their national certification.
- Four staff members have completed their REO certification through the Election Center and Texas Association of Election Administrators.
- With the help of Purchasing Department and Emergency Management Office, we were able to procure enough health supplies to meet the Health Protocols set out by the Texas Secretary of State's Office for the poll workers and voters for the July 14, 2020 Democratic and Republican Joint Primary Runoff.
- With the approval of the Commissioner's Court, we were able to procure HAVA CARES Act Grant funding to help pay for some of the Health Protocols supplies.
- Maintained a balanced budget.

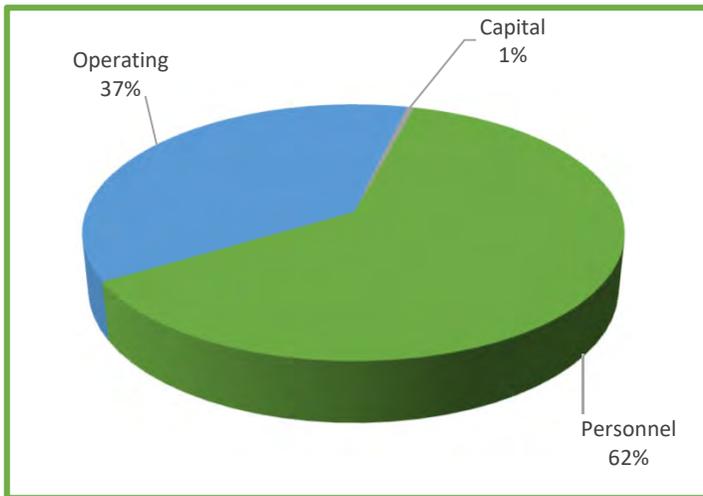
Goals for 2021:

- Conduct secure and transparent elections for those 20 entities that will contract with Lubbock County.
- Conduct Volunteer Deputy Training class one weekend day per month.
- Work with City of Lubbock, Lubbock ISD, City of Slaton and Slaton ISD on agreeing and selection of the firm to work with all 5 entities on Redistricting.
- Continue cross training staff so all staff is able to answer questions or at least know where to seek the answers. Also, so they can fill-in when someone is absent from work.

Performance Measures	FY18	FY19	FY20
Total Mail Handled	86,945	54,675	109,678
Total Mail Ballot Requests	7,034	5,619	3,618
Election Workers Trained	334	295	409
Staff by Classification	FY19	FY20	FY21
Appointed	1	1	1
Administrative	1	1	1
Professional	1	1	1
Trades and Technical	2	2	2
Clerical	4	4	4

The Maintenance Department is responsible for maintaining seventy-nine facilities covering over 1,480,820 square feet of floor space. The department's goal is to maintain these facilities in a "responsive, pro-active, cost effective, and service oriented manner."

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 3,871,560.42	\$ 4,232,805.00	\$ 3,923,034.00
Operating	\$ 2,330,767.67	\$ 2,782,255.00	\$ 2,347,208.00
Capital	\$ 10,990.00	\$ 40,860.00	\$ 30,000.00
Total Budget	\$ 6,213,318.09	\$ 7,055,920.00	\$ 6,300,242.00



Department Head
Director
Natalie Harvill



Major Accomplishments in 2020:

- Transitioned from a work order and preventative maintenance system that is static to a cloudbased operations management software that will track assets, improve workflow and assist in making data-driven decisions for capital forecasting.
- Escorted contractors in LCDC, LCJC, CRTC, Courthouse and Annex Building to allow for work included in the Performance Contract with Johnson Controls. At times, there have been as many as six different crews requiring six to nine Maintenance employees to escort.
- Built and mounted contact barriers to help maintain social distancing for the Tax Office (downtown, Slaton & Citi Bank locations), District Clerk, County Clerk, Adult Probation Office, Justice of the Peace offices, Commissioner's Court receptionist, Dispute Resolution, and Legal Aid.
- Maintaining clean facilities downtown while also keeping up with the supplementary work of disinfecting for COVID-19 and doing thorough disinfection in areas where a County employee who was exposed to COVID-19 had been working.
- Hiring a Journeyman Plumber, a Licensed HVACR technician, and a Safety Manager.
- Establishing a position in Maintenance to support and plan for personnel safety including bimonthly safety meetings for the whole department. Developing our safety standards to meet industry standards beyond personnel safety (ladder storage, rack storage, supplies in trucks, sidewalk obstructions, etc.).

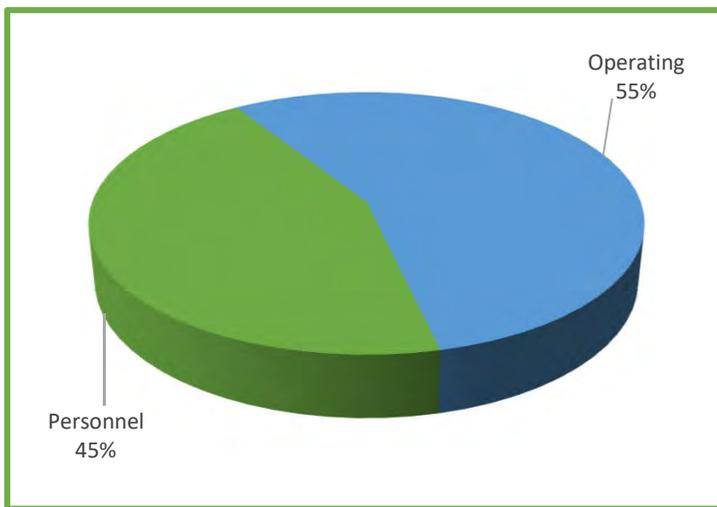
Goals for 2021:

- Remodeling of two complete pods at the Lubbock County Detention Center (contracted & in- house).
- Replacement of rec-yard sun screens at LCDC (in-house).
- Establish a product inventory system to track cost associated with work orders.
- Establish a tool inventory system downtown.

Performance Measures	FY18	FY19	FY20
Work Orders Completed	33,356	26,507	16,769
Oversaw Permanent Improvements	\$ 3,616,000.00	\$ 7,996,000.00	\$ 14,045,500.00
Staff by Classification	FY19	FY20	FY21
Administrative	2	2	2
Trades and Technical	63	64	59
Clerical	3	3	3
Part-Time	3	3	3

Lubbock County General Assistance is a public, tax-supported family agency established primarily to meet, on a temporary basis, the financial needs of the indigent families who are residents of Lubbock County. The Agency's amounts of assistance are set by the County Commissioners' Court which is solely responsible for all policies, requirements and changes. An advisory board assists the agency in recommending implementation of policies. The board is composed of seven Lubbock citizens appointed by the County Commissioners' Court.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 219,390.03	\$ 228,469.00	\$ 228,469.00
Operating	\$ 250,590.25	\$ 284,380.00	\$ 284,740.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 469,980.28	\$ 512,849.00	\$ 513,209.00



Department Head
Director
Diana Gurule-Copado

The seal of the County of Lubbock, Texas, featuring a central five-pointed star surrounded by a circular border with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Major Accomplishments in 2020:

- Successfully transitioned to working from home during the pandemic, serving our clients without interruption. Survived COVID-19!
- Remained accident/injury free.

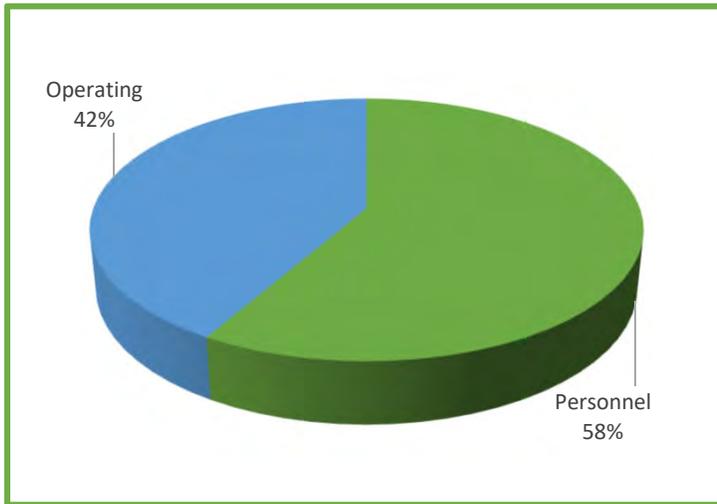
Goals for 2021:

- Continue providing a safe and secure environment for our staff and the public who visit our office daily.
- Continue providing the public with precise and helpful information/direction to other County departments, as well as other agencies and city offices.
- Complete the year without any accident reports or injuries.

Performance Measures	FY18	FY19	FY20
Residents Assisted	1,447	1,404	904
Pauper Funerals	97	152	124
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Professional	2	2	2
Part-Time	1	1	1

The Human Resources Department is responsible for conducting the business of the County in the areas of personnel management, civil service and employee relations, risk management, human resource development and training, classification, compensation, benefits and employee assistance programs.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 432,242.50	\$ 441,094.00	\$ 467,920.00
Operating Capital	\$ 238,018.22	\$ 271,520.00	\$ 333,630.00
Total Budget	\$ 670,260.72	\$ 712,614.00	\$ 801,550.00



Department Head
Director
Greg George

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Major Accomplishments in 2020:

- Converted to Tyler Munis Payroll system.
- Designed, implemented and managing the COVID-19 Pandemic an employee population that is over 1,300 employees and their families.
- Completed the outfitting of the HR Training Center.

Goals for 2021:

- Create and populate the human Capital Management functionality.
- Provide training to the departments for Munis Personnel Actions Entry. Train workforce in Employee Self Service capabilities.
- Rollout My Texas Direct to workforce and management.

Performance Measures	FY18	FY19	FY20
Applications Accepted	5,959	7,737	9,588
New Hires Processed	256	275	305
Separations Processed	192	263	294
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Professional	3	4	4
Clerical	1	0	0
Trades and Technical	0	0	0

The Lubbock County Information Technology Department provides computer services, installation, configuration, implementation, support and training for both hardware and software used throughout Lubbock County Departments. Information Technology supports third party software and customized application software.

Adopted Budget for the Fiscal Year 2020-2021				
	FY 19 Actual	FY 20 Estimates	FY 21 Budget	
Personnel	\$ 96,838.39	\$ -	\$ -	\$ -
Operating	\$ -	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 96,838.39	\$ -	\$ -	\$ -

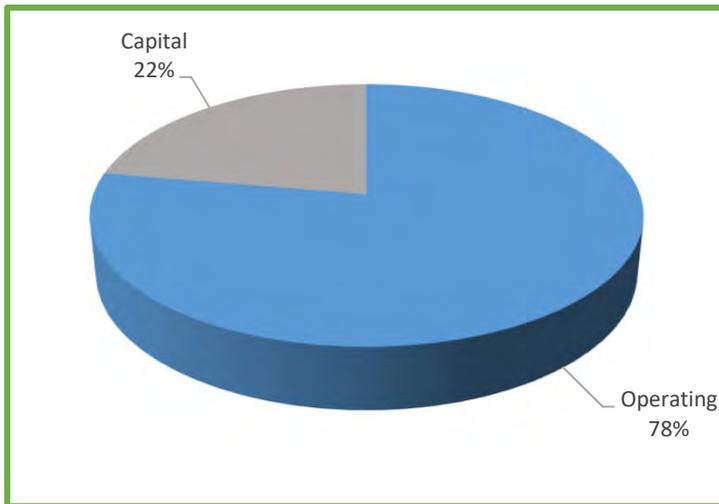


Performance Measures	FY18	FY19	FY20
Work Orders Completed	5,995	0	0
Staff by Classification	FY19	FY20	FY21
Trades and Technical	1	0	0
Clerical	1	0	0

Note: The Technology & Information Systems department G/L 011-005 was created in FY 2019 with related appropriations recorded in that department.

This department provides for transport of prisoners, transporting juveniles if designated and transporting mental patients to the state hospital, if required.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 77,770.91	\$ 114,700.00	\$ 114,700.00
Capital	\$ -	\$ 33,000.00	\$ 33,000.00
Total Budget	\$ 77,770.91	\$ 147,700.00	\$ 147,700.00

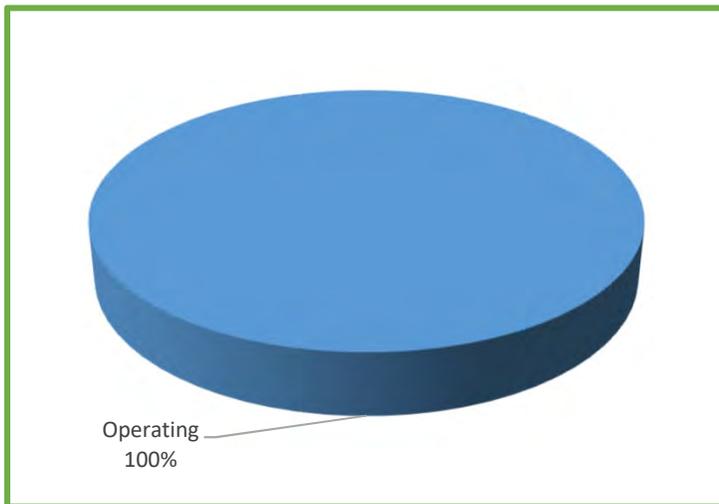


Elected Official
Sheriff
 Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

To provide counsel for an accused who cannot afford or is unable to retain private counsel without substantial hardship. The department also provides interpreters, court reporters, expert witnesses and other judicial related expenses as required by law.

Adopted Budget for the Fiscal Year 2020-2021					
	FY 19 Actual		FY 20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	6,315,855.03	\$	6,561,353.00	\$ 6,573,530.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	6,315,855.03	\$	6,561,353.00	\$ 6,573,530.00



Major Accomplishments in 2020:

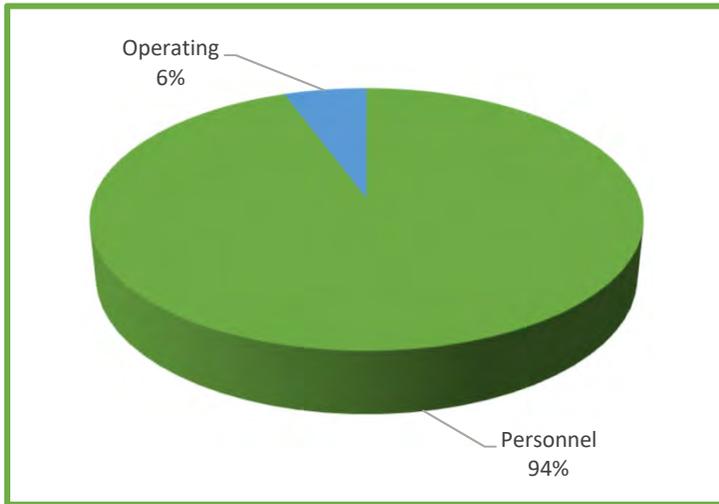
- The criminal courts had a clearance rate of over 100%, meaning the courts are disposing of more cases than are being filed.
- The guardianship caseload management continues to improve resulting in a greater percentage of compliance among guardians and quicker outcomes for wards.

Goals for 2021:

- The courts will strive to increase their clearance rate by the timely disposition of cases and decrease their backlog.
- The courts will strive to ensure that qualified defendants who request court-appointed counsel receive court-appointed counsel expeditiously.
- The courts will maintain good relationships with other justice partners to address challenges and promote efficiencies.

The Lubbock County Judicial Compliance Department assists the Lubbock County Criminal Courts at Law, Lubbock County District Courts and the Justices of the Peace with collection of Court-ordered fines, court costs, and attorney fees.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 328,307.55	\$ 365,304.00	\$ 365,304.00
Operating Capital	\$ 19,761.20	\$ 21,900.00	\$ 21,900.00
	\$ -	\$ -	\$ -
Total Budget	\$ 348,068.75	\$ 387,204.00	\$ 387,204.00



Department Head
Director
 Lorrie Jarnagin

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, and the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- Worked diligently with courts, clerks, offenders and Lubbock County citizens to help accommodate during COVID-19.
- Continue to work with our third party collection program to implement automated texting and email messaging to obtain optimal compliance.
- Implemented temporary collection process to assist defendants who were experiencing hardship due to COVID-19 to assist them to remain in compliance with court ordered payments on court costs.

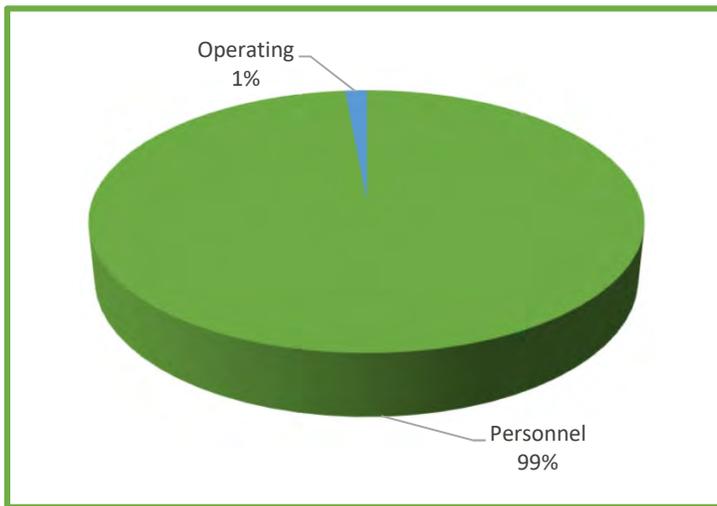
Goals for 2021:

- Test and implement automated texting and email messaging.
- Continued training for all staff to be up-to-date on all new rules and regulations to stay in compliance.
- Continue to practice safety measures as mandated by the Governor, Office of Court Administration and County Commissioners to help prevent the spread of COVID-19 and accommodate when necessary.

Performance Measures	FY18	FY19	FY20
Total Number of Cases	5,559	5,514	3,770
Total Dollars Collected	\$ 1,077,745.23	\$ 962,069.99	\$ 743,742.14
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Clerical	5	5	5
Part Time	1	1	1

Each county is required to have a Justice of the Peace, and generally there is one for each precinct. The justice court has jurisdiction over civil, small claims, and eviction suits up to \$10,000. The Justice of the Peace Court serves as a trial court in Class C Misdemeanor Criminal Cases and in three kinds of civil law suits: Small Claims, Justice Court, Evictions and hear Civil Cases.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 335,216.98	\$ 325,882.00	\$ 325,882.00
Operating	\$ 3,949.11	\$ 7,375.00	\$ 4,900.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 339,166.09	\$ 333,257.00	\$ 330,782.00



Elected Official
Justice of the Peace Precinct 1
 Jim Hansen

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- Added a new counter to improve customer service, safety, and social distancing.
- I was the point person in implementing the new Court Costs for Criminal cases on the J.P. Ticket System. This was an extremely in depth project and involved negotiations between KiCorp, THE Auditor, and our I.T. Department.
- Served as the Justice courts Administrator for the entire Odyssey project. I and my staff were key in mapping the JP System for Odyssey. Worked with Sammy Smith a massive number of hours getting the new system set up.
- Continued to see increases in both criminal and civil filings each year. The last four years, my total civil cases by year rose from 1262 to 1868 to 2358 to 2980 in 2019. The last four years my criminal case filing numbers have increased from 2277 to 2909 to 3670 to 4940. It is clear these numbers will continue to increase as long as I am in office.
- Solely responsible for AFTER HOURS FELONY CALLS (MARILYN LUTIER from the D.A.s office) and Juvenile Warnings. I have been the one who answers the phone nights, weekends, holidays, and on vacation for thirty years.
- Solely responsible for all the necessary paperwork for the Sheriff's Department Property work because I am available and get the paperwork done timely. They will not take the paperwork elsewhere. Contact JEANA TOWNSEND.
- Almost exclusively responsible for all Stolen Property Hearings. Contact South Plains Auto Theft Task Force.
- Solely responsible for hundreds of DPS Driver's license Suspension hearings and Concealed Handgun License Hearings each year. No one but me has handled these cases for thirty years.

Major Accomplishments in 2020:

- I am the "point person" with the Auditor for all J.P. related accounting issues.
- Updated courtroom video equipment with the support of the Commissioner's Court to become ZOOM capable. Also prepared Telephonic Phone Hearing system.
- Available to the two new J.P.s
- Worked 32 days straight, nights and weekends, during the COVID 19 situation to keep my website updated, research changes and deadlines, update forms, and stay prepared. Successfully oversaw work from home for employees at risk during COVID.
- Worked with the Auditor to get my staff up to snuff on the MUNIS system.
- Worked closely with Purchasing to understand their new and very improved protocols.
- Developed new protocols to free up the Constable's time, and to help the Constable during COVID.

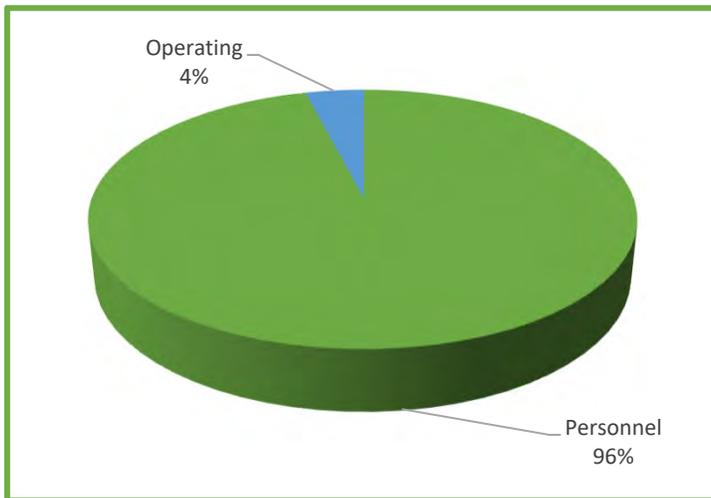
Goals for 2021:

- Integrate Odyssey and get staff trained and up to date.
- Consider EFiled of civil cases.
- Prepare for massive increase in case filing due to the \$20,000 jurisdictional increase.
- Hire and train a new part time staffer.
- Implement Scheduling Orders for civil cases.
- Continue to use telephonic hearings and ZOOM when necessary.

Performance Measures	FY18	FY19	FY20
Civil Cases Filed	2,358	2,980	N/A
Criminal Cases Filed	4,665	4,940	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Clerical	4	4	4

Each county is required to have a Justice of the Peace, and generally there is one for each precinct. The justice court has jurisdiction over civil, small claims, and eviction suits up to \$10,000. The Justice of the Peace Court serves as a trial court in Class C Misdemeanor Criminal Cases and in three kinds of civil law suits: Small Claims, Justice Court, Evictions and hear Civil Cases.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 254,755.48	\$ 299,837.00	\$ 299,837.00
Operating Capital	\$ 9,998.47	\$ 9,365.00	\$ 12,515.00
	\$ -	\$ -	\$ -
Total Budget	\$ 264,753.95	\$ 309,202.00	\$ 312,352.00



Elected Official
Justice of the Peace Precinct 2
 Susan Rowley

The seal of the State of Texas, County of Lubbock, is displayed below the official's name. It features a central five-pointed star surrounded by a wreath, with the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' inscribed around the perimeter.

Major Accomplishments in 2020:

- As of June 3, 2019 we have gone paperless on our criminal/tickets and Evictions. Evictions are the most organized of the cases coming in. I am still going through every case from 2015 to 2018 sorting the active cases from the disposed of cases. Plus, I am scanning the cases that are still viable so that these can become paperless as well.
- I was given the ability to pull up all pending cases via spreadsheet. All tickets except for DPS and Hot checks that were still pending and over 2 years old I knew HAD to be dismissed. I thought this would take me a whole year to get this done, but I completed that by September 2019. With the aid of the spreadsheet and KiCorp we were able to dispose of approximately 10,000 cases that HAD to be dismissed, many of which had active warrants, which was very upsetting. These cases were disposed of on the computer; however, I still have the daunting task of going through the physical paperwork/shucks now and pulling each one up to make sure they were indeed dismissed so they then can be archived properly.
- I received the generous budget increase from the Commissioners this year so that I could have 4 full time positions: an office manager (which the prior judge never had) and 3 full time clerks. I am currently cross-training staff members so they all know how to do everything, yet they have their individual specialty areas. Plus, I am very proud to say that I made an effort to get to know all of the agency staff members, even the school officials at the various school districts that file Truancies and Parent Contributing cases.
- I have been working directly with Dispute Resolution since I took office to try to utilize them for settling civil cases involving small claims and debt collection. I am a big believer in the power of negotiation. Gene Valentini and I ran the numbers and we have over 85% success rate and now Gene has been speaking to a state wide commission who want to use Lubbock and my plan with Gene as a pilot program for other JP courts. Plus, now the other three courts are on board.

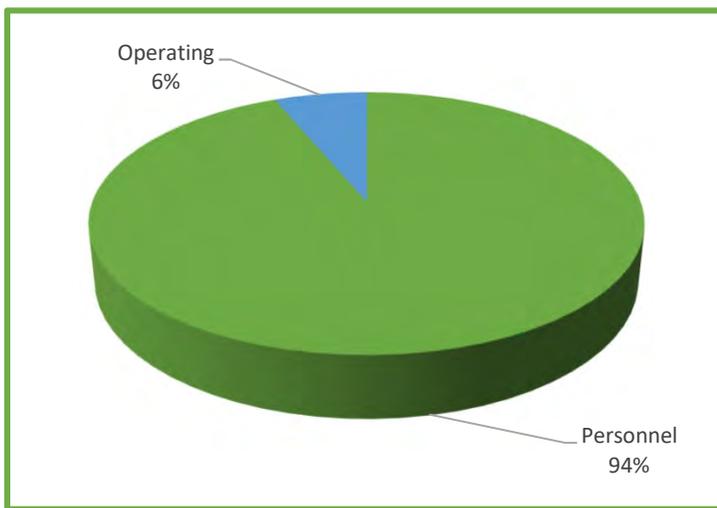
Goals for 2021:

- My main goal this year is to be able to do my job as a judge, which I love. I pray that I can finish sorting through these old files so that I am not doing so much administrative work. I want to have court settings every day.
- Approximately five percent of the 4,000 viable cases that were set up for court (so that warrants could be issued for those who have never taken care of their tickets), actually came in to take care of their business. This left us with thousands of warrants to issue. Unfortunately, by that time KiCorp was no longer helping for free. Since then, I have had countless back and forths with IT and KiCorp, now I finally have a quote from Ki Corp and am in the process of finally getting those warrants issued. This should happen before the budget even comes before the commissioners.
- Make an impact on our child truancy and parent contributing cases. With COVID affecting the 2020 school year, most of these cases could not realistically be pursued.
- As I said earlier, although thousands of cases were disposed of, the paperwork is still being sorted through. The process of going through each case and boxing up the dismissed ones and scanning the viable ones is tremendous. I want to say by the end of our year that every ticket, prior to my taking office, will be gone through. The entire staff has been helping. In fact during the COVID outbreak when cases were not being filed we all brought boxes of ticket files home to sort through them. I want to continue to do this on top of all our new cases. We are already seeing many evictions and doing these hearings on zoom or over the phone. This September our civil caseload will substantially increase because of the jurisdictional increase from 10K to 20K.
- Continue working with Dispute Resolution to finding great solutions that help individuals solve their differences in a more practical and less tenuous environment than the courtroom.

Performance Measures	FY18	FY19	FY20
Civil Cases Filed	1,321	N/A	N/A
Criminal Cases Filed	901	N/A	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Clerical	3	4	4
Part-Time	1	1	1

Each county is required to have a Justice of the Peace, and generally there is one for each precinct. The justice court has jurisdiction over civil, small claims, and eviction suits up to \$10,000. The Justice of the Peace Court serves as a trial court in Class C Misdemeanor Criminal Cases and in three kinds of civil law suits: Small Claims, Justice Court, Evictions and hear Civil Cases.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 277,980.60	\$ 293,366.00	\$ 332,343.00
Operating	\$ 10,506.29	\$ 13,390.00	\$ 22,390.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 288,486.89	\$ 306,756.00	\$ 354,733.00



Elected Official
Justice of the Peace Precinct 3
 Aurora Chaides-Hernandez

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

Major Accomplishments in 2020:

- World wide pandemic COVID-19 implementation of operating plan to ensure safety of attorneys, litigants, and public (facial coverings, 6ft.social distancing, sneeze guard door and marked seating areas and floors).
- Fair and Impartial Administration of Justice met for 2019-2020 Improve customer service to the public.
- Collecting, receipting, and reporting fines and fees to the Auditor and appropriate state agencies.
- Safety Environment for the public and staff met.

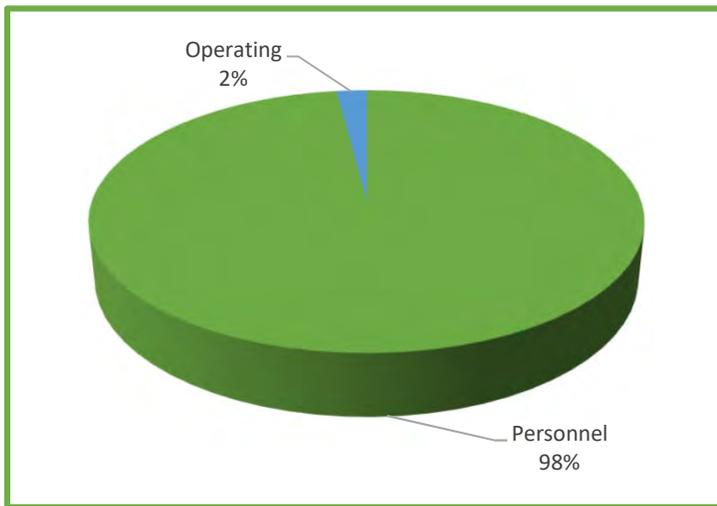
Goals for 2021:

- Fair and impartial administration of justice.
- Improve customer service to the public and ensure quality of Justice provided by the Court.
- Collect, receipt and report fines and fees to Auditor and State Agency. Continued accessibility to the public.
- Continue to enforce policy and procedures to ensure compliance with rules and legislation to be met.
- Improve the infrastructure of court.

Performance Measures	FY18	FY19	FY20
Civil Cases Filed	1,506	2,079	N/A
Criminal Cases Filed	1,903	1,465	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Clerical	3	3	4

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Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 336,287.66	\$ 327,025.00	\$ 327,025.00
Operating	\$ 4,548.74	\$ 6,875.00	\$ 6,875.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 340,836.40	\$ 333,900.00	\$ 333,900.00



Elected Official
Justice of the Peace Precinct 4
 Lance Cansino

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

Major Accomplishments in 2020:

- In going paperless, we were able to reduce our backlog to zero while allowing our clerks the safety of working from home.
- We are prepared for another shutdown and able to better handle times of sickness for our clerks.

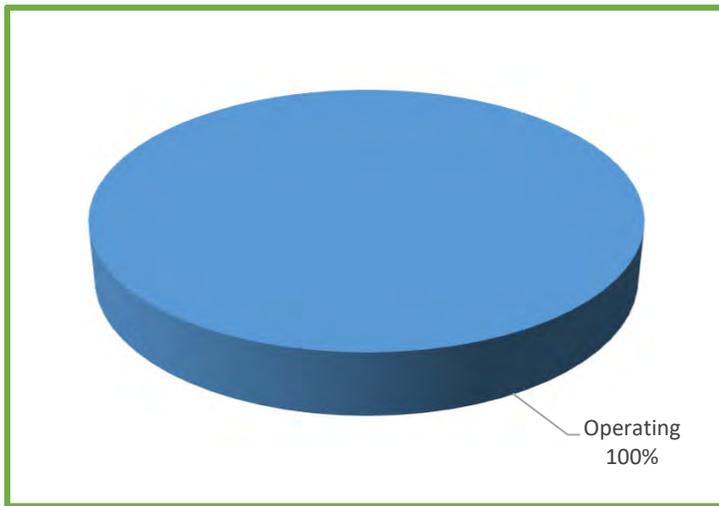
Goals for 2021:

- Our major goal for 2021 will be to handle the jurisdictional increase in our Civil cases from \$10,000 to \$20,000 beginning in September 2020.
- Most of our preparation will be in hardware upgrades (laptops and scanners).
- We will continue our adjustment to using Zoom for many of our hearings.

Performance Measures	FY18	FY19	FY20
Civil Cases Filed	1,182	904	N/A
Criminal Cases Filed	4,541	2,936	N/A
Civil Cases Disposed	1,015	889	N/A
Criminal Cases Disposed	1,618	1,565	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Clerical	4	4	4

The Library Services department is used to provide resources and support to libraries located within Lubbock County.

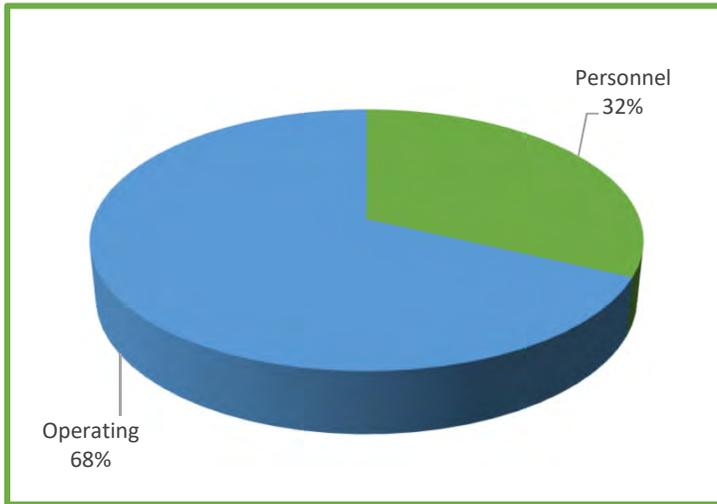
Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 237,105.00	\$ 237,105.00	\$ 237,105.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 237,105.00	\$ 237,105.00	\$ 237,105.00



Performance Measures	FY18	FY19	FY20
Number of Libraries Supported	6	6	6

The Medical Examiner is responsible to conduct medicolegal death investigations according to the Texas Code of Criminal Procedures, Article 49.25, with integrity, compassion and professionalism in order to serve the public and the Criminal Justice System.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 520,172.18	\$ 852,220.00	\$ 852,220.00
Operating Capital	\$ 2,045,416.95	\$ 1,477,146.00	\$ 1,811,042.00
Total Budget	\$ 2,565,589.13	\$ 2,329,366.00	\$ 2,663,262.00



Appointed Official
Acting Chief Medical Examiner
 Charles A. Addington, D.O.

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Major Accomplishments in 2020:

- Backlog of NAAG Cases Completed.
- Return of all Lubbock County Medical Examiner Specimens/Slides from NAAG in San Diego.
- Obtained ABMDI Certification for one Death Investigator. The other 2 Investigators are currently in the process of obtaining this certification.

Goals for 2021:

- Archive/Retain all older autopsy case files from 1993 to 2009 with the central archive department in order to keep the existing file room more organized and current.
- Possibly hire one more Death Investigator plus one Chief Death Investigator to help with the case load.
- Continue making improvements with office protocols, specifically by obtaining access to important data bases for the Death Investigators to use to help facilitate.
- Completion of autopsy cases. For example, NAMUS & NCIC, both are used to help identify the unidentifiable.

Performance Measures	FY18	FY19	FY20
Cases	638	N/A	598
Investigation	2,888	N/A	3,009
Life Gift Cases	24	N/A	N/A
Autopsy Report Requests	660	N/A	321
Allied Health Student Education	78	N/A	N/A
Cremation	1,377	N/A	1,278

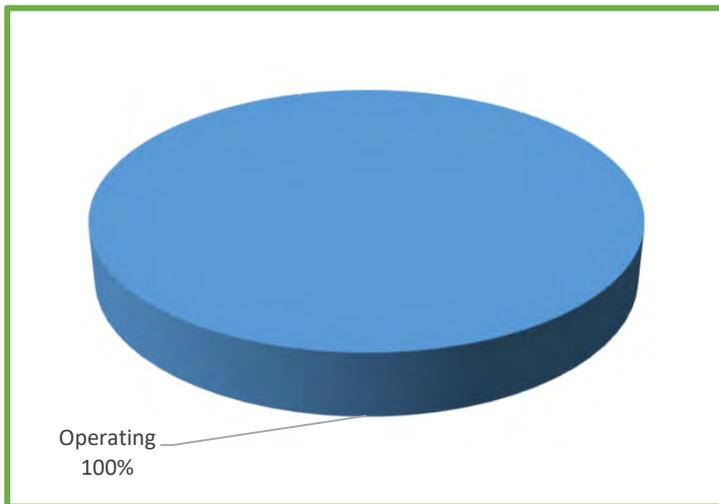
LUBBOCK COUNTY, TEXAS
MEDICAL EXAMINER

G/L 011-045

Staff by Classification	FY19	FY20	FY21
Appointed	4	0	1
Administrative	1	0	0
Professional	1	1	0
Public Safety	1	1	1
Trades & Technical	8	8	8
Clerical	3	3	3

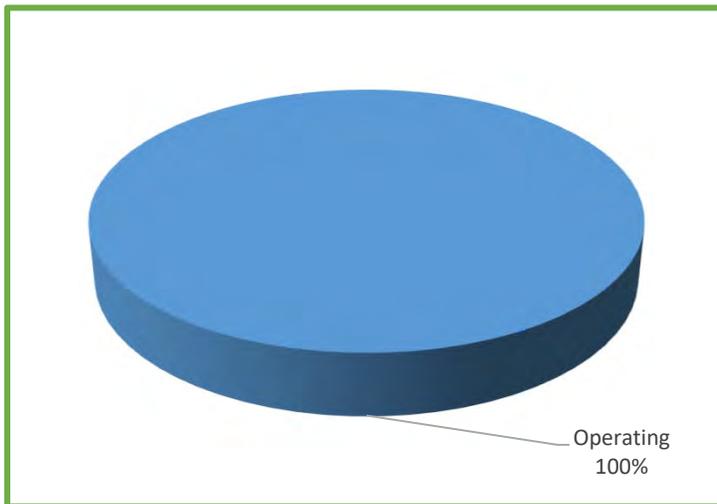
The Non-Departmental is used to handle overall general administrative expenses not attributable to any one department. To list a few expenses: utilities, county-wide association dues, independent audit, and an inter-local agreement with the Appraisal District.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 2,325,168.33	\$ 6,039,377.00	\$ 5,751,690.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 2,325,168.33	\$ 6,039,377.00	\$ 5,751,690.00



Public Safety provides for the prevention of and protection from events that could endanger the safety of the general public. Functions of this department include support to Volunteer Fire Departments, Child Protective Services, and Children's Advocacy Center.

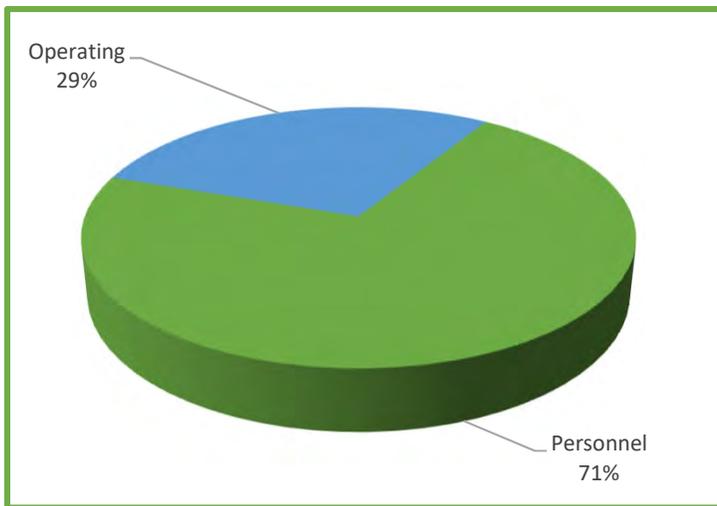
Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 1,039,231.08	\$ 1,074,829.00	\$ 1,594,829.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,039,231.08	\$ 1,074,829.00	\$ 1,594,829.00



Performance Measures	FY18	FY19	FY20
Fire Departments Supported	11	11	11
Other Agencies Supported	3	3	3

In accordance with Texas State Law and County policies and subject to the supervision of the County Commissioners' Court, the Public Works Department assists in the maintenance of the county roads of Lubbock County. We plan, and inspect construction of county road projects. We assist in the planning of new subdivisions, commercial developments, and infrastructure. We also play a crucial role in responding to the needs of the public in the planning, preparing, mitigating and recovery from general emergencies and disasters.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 178,915.24	\$ 176,182.00	\$ 436,499.00
Operating Capital	\$ 8,078.21	\$ 17,690.00	\$ 175,409.00
Total Budget	\$ 186,993.45	\$ 193,872.00	\$ 611,908.00



Department Head
Director
Jennifer Davidson

The seal of the State of Texas, County of Lubbock, is centered below the text. It features a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words "STATE OF TEXAS" are at the top and "COUNTY OF LUBBOCK" are at the bottom of the circular seal.

Major Accomplishments in 2020:

- Secured \$21.6 million in Federal funding through the MPO for construction of Woodrow Road: US 87-Indiana Ave.
- Successfully negotiated Interlocal Cooperative Agreement with the City of Lubbock for roadway design contract for Indiana Ave/CR 2100 from FM 1585 to Woodrow Road.
- Negotiated and began six contracts for roadway design projects in support of Better Safer Roads Bond Program.
- Established Court approved Consolidated Road and Bridge Maintenance Plans for Caliche and Seal Coat.

Goals for 2021:

- Continue implementation of the countywide Transportation Roadway Improvement Program (TRIP) by initiating design projects and coordinating with Road and Bridge for upgrades and conversions.
- Provide efficient and timely responses to inquiries regarding culvert, utility, and platting applications from Lubbock County's citizens by having a more defined process and better coordination with municipalities in the County.
- Provide technical advice and assistance to Consolidated Road and Bridge Department's longrange maintenance and annual work plans for Lubbock County's roadways.
- Scan past permits to make the department paperless and more efficient.
- Assist Public Works with Storm water runoff and Flood Plain Management.
- Work with Builders, Developers, and Engineers to assist in planning new construction.

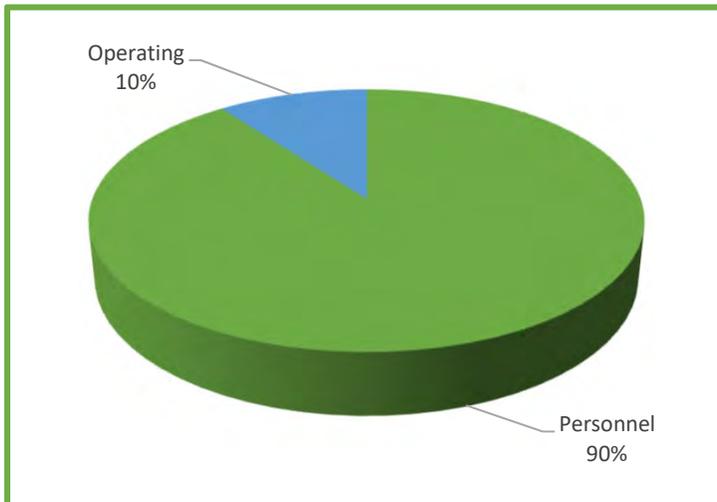
LUBBOCK COUNTY, TEXAS
PUBLIC WORKS

G/L 011-090

Performance Measures	FY18	FY19	FY20
Culvert Applications	N/A	N/A	27
Concrete Drive Applications	N/A	N/A	6
Utility Permit Application	N/A	N/A	68
Plats - Subdivisions	N/A	N/A	15
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Professional	0	0	1
Trades and Technical	0	0	1
Clerical	1	1	2

In accordance with Texas State Law and county policies and subject to the supervision of the County Commissioners' Court, the Purchasing Department shall: Procure or supervise the procurement of all supplies, services, and construction needed by the county; exercise direct supervision over the county's central stores and general supervision over all other inventories of supplies belonging to the county; sell, trade, or otherwise dispose of surplus supplies belonging to the county; and establish and maintain programs of specifications development, and contract administration, inspection and acceptance, in cooperation with the agencies using the supplies, services and construction.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 370,101.09	\$ 427,956.00	\$ 427,956.00
Operating	\$ 46,607.93	\$ 49,969.00	\$ 48,694.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 416,709.02	\$ 477,925.00	\$ 476,650.00



Department Head
Director
Clint Wehrman

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- Major Accomplishments in 2020:**
- Implemented new software for the processing of requisitions and purchase orders.
 - Received approval and started the recruitment process to add a Buyer position to the department.
 - Created a Contract Storage for Lubbock County contracts to make them easily accessible for review, transfer and attaching to purchase orders.

- Goals for 2021:**
- Review and update the Purchasing Policy along with the Purchasing Card Program Policy and Procedures Manual.
 - Work towards further education of County employees and Elected Officials to help them better understand the role and needs of the Purchasing department.
 - Work to increase vendor participation and staff efficiency with the use of Munis software, Bid Management and Vendor Self Service.

LUBBOCK COUNTY, TEXAS
PURCHASING

G/L 011-011

Performance Measures	FY18	FY19	FY20
Purchase Orders	2,106	1,681	2,369
Formal RFPs/Bids	18	22	26
Informal Bids/Quotes	103	58	100
New Contracts	87	244	102
Contract Renewals	178	185	155
Contract Modifications	6	1	12
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Professional	2	3	3
Clerical	2	2	2

The Safety & Environmental Department provides for the evaluation of risk and safety compliance of all Lubbock County Departments and routine inspection of sewer systems in the unincorporated areas of Lubbock County.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ 93,393.25	\$ 100,946.00	\$ -	-
Operating Capital	\$ 150,811.65	\$ 154,559.00	\$ -	-
	\$ -	\$ -	\$ -	-
Total Budget	\$ 244,204.90	\$ 255,505.00	\$ -	-



Major Accomplishments in 2020:

- Worked with Builders, Developers, and Engineers to assist in planning new construction.
- Increased account receivable for the department.

Performance Measures	FY18	FY19	FY20
Number of Properties Inspected	338	363	432
Number of New Properties Inspected	142	135	152
Number of Complaints Processed	36	18	121
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	0

Note: The Safety & Environmental Department was abolished and consolidated into Public Works Department, G/L 011-090.

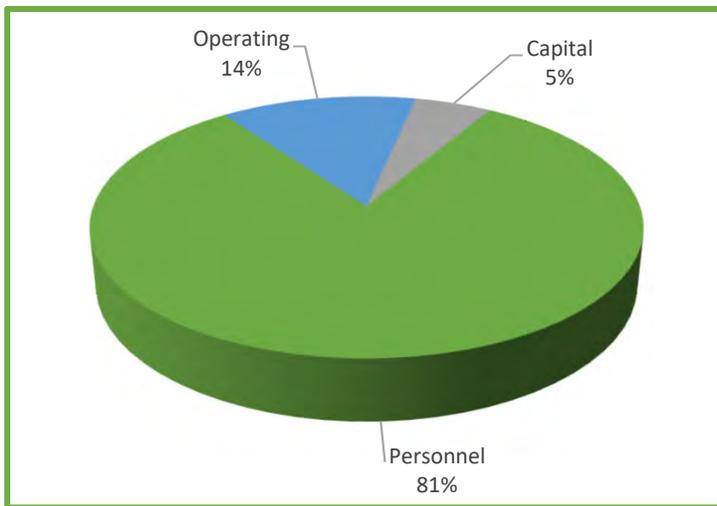
Self Insurance Claims serves as a mechanism to budget for large deductibles for umbrella insurance coverage due to a catastrophic event

Adopted Budget for the Fiscal Year 2020-2021					
	FY 19 Actual		FY 20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	4,939.90	\$	-	\$ -
Capital	\$	-	\$	-	\$ -
Total Budget	\$	4,939.90	\$	-	\$ -



The Lubbock County Sheriff's Office is dedicated to a standard of excellence in promoting and maintaining a safe and peaceful community. We serve in a community partnership to preserve order, protect life and property, enforce laws and ordinances, and to safeguard individual liberties. We conduct ourselves according to the highest ethical standards, and treat others with fairness, dignity, and respect. We pledge to manage our organization with professionalism, leadership, and integrity.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 10,756,041.03	\$ 11,721,778.00	\$ 12,429,572.00
Operating	\$ 1,638,568.24	\$ 1,902,354.00	\$ 2,045,298.00
Capital	\$ 738,442.55	\$ 1,406,000.00	\$ 803,000.00
Total Budget	\$ 13,133,051.82	\$ 15,030,132.00	\$ 15,277,870.00



Elected Official
Sheriff
Kelly Rowe

Major Accomplishments in 2020:

- Completed Radio project. All sites completed and Radio system is in service and operational to date.
- Continued to work towards the technology conversion, have completed and gone live with CAD and Mobile CAD.
- Obtained and implemented step 3 of the existing pay chart.

Goals for 2021:

- Continue with implementation of the pay scale and step chart, as well as close the pay disparity gap as presented based locally.
- Fill Patrol, Civil, and Court Deputies position authorized last budget, to accommodate continued growth in the community. Positions have not been filled due to lack of qualified applicants.
- Work toward the Technology Conversion from current software to new countywide software.
- Continue with collaborative efforts locally and regionally.

Performance Measures	FY18	FY19	FY20
Active Warrants	17,540	13,748	15,199
Calls for Service - Patrol	12,284	16,040	12,183
Calls Received by Communications	151,915	224,017	215,166

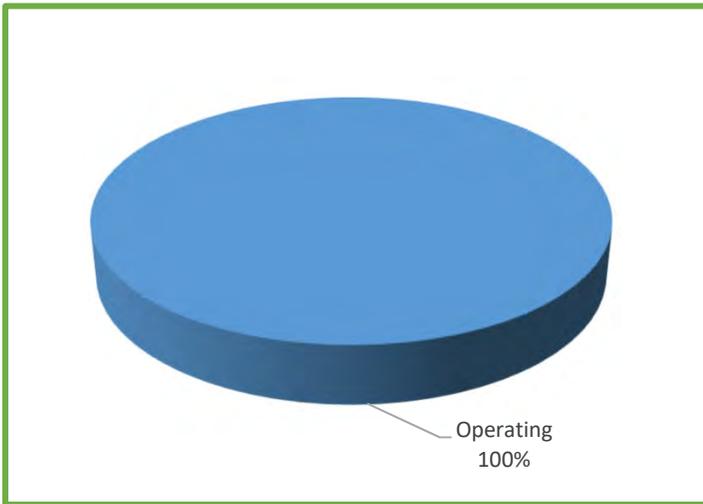
LUBBOCK COUNTY, TEXAS
SHERIFF

G/L 011-046

Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Administrative	2	2	2
Public Safety	119	124	123
Trades & Technical	1	1	1
Clerical	25	25	25
Part-Time	0	4	4

Funds set aside by Commissioners' Court to supplement the South Plains Auto Theft Task Force to purchase supplies not allowed under the grant. The South Plains Auto Theft Task Force specializes in auto theft and crime prevention in twenty-eight counties located in the south plains and panhandle of Texas.

Adopted Budget for the Fiscal Year 2020-2021					
	FY 19 Actual		FY 20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	2,978.34	\$	2,500.00	\$ 2,500.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	2,978.34	\$	2,500.00	\$ 2,500.00



Department Head
Director
Doug Clements

The seal of the State of Texas, County of Lubbock, featuring a star in the center surrounded by a wreath and the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Major Accomplishments in 2020:

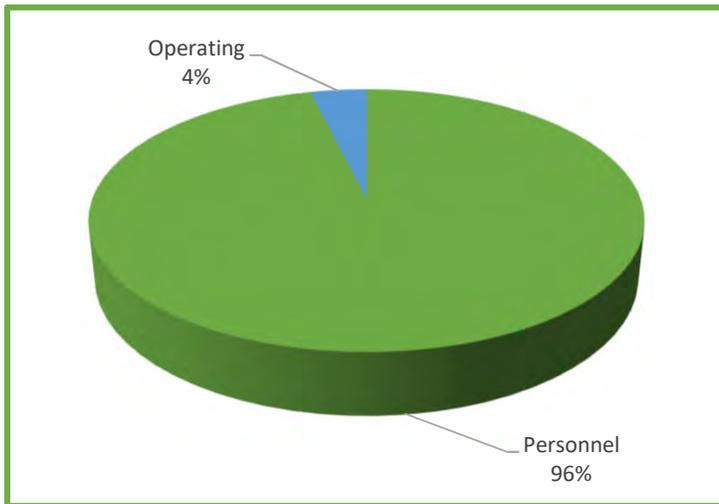
- The South Plains Auto Theft Task Force met all MVCPA goals, strategies and activities for FY19.
- The Task Force is currently projected to accomplish all goals, strategies and activities for FY20, except some crime prevention goals and activities that were cancelled because of COVID-19.
- The Task Force is projected to meet all state TCOLE required training and qualification standards for FY20.

Goals for 2021:

- Purchase ammunition, both duty and training and other miscellaneous supplies needed to meet minimum state standards and provide adequate training for Task Force Investigators with both handguns and rifles.
- Purchase supplies to properly maintain upkeep and repair the Task Force firearms. These purchases are not permissible under the South Plains Auto Theft Task Force grant awarded from MVCPA.

The basic responsibilities of the Tax Assessor/Collector include: registering, licensing, and titling motor vehicles and maintaining accountability for public funds.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 1,830,793.72	\$ 1,902,644.00	\$ 1,902,644.00
Operating Capital	\$ 51,539.06	\$ 68,270.00	\$ 76,127.00
	\$ -	\$ -	\$ -
Total Budget	\$ 1,882,332.78	\$ 1,970,914.00	\$ 1,978,771.00



Elected Official
Tax Assessor
Ronnie Keister

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Major Accomplishments in 2020:

- Expanded training with all deputies and bookkeeping staff within the State RTS system.
- Began implementing policies, procedures, and filing requirements for Venue Tax payments for bookkeeping staff.
- Started the contract process with Department of Public Safety for driver's license renewal to be completed within the tax office as a substation of the DPS.

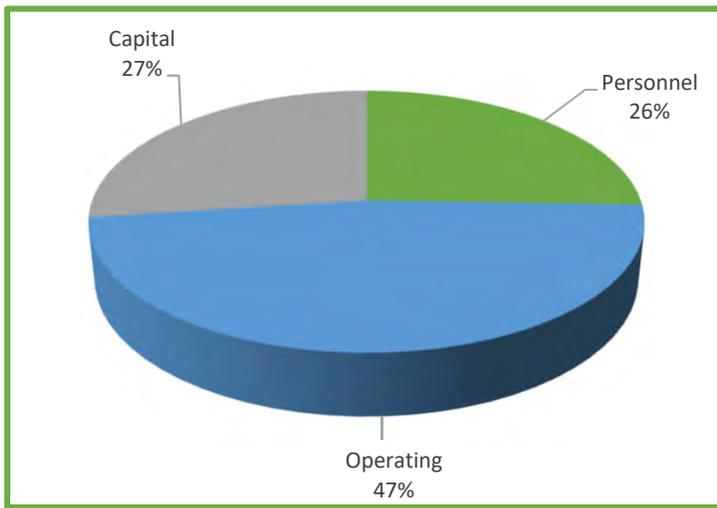
Goals for 2021:

- Open a new branch in South Lubbock.
- Implement and expand driver's license renewals within the Tax Office.
- Finalize all Venue tax processes, procedures, internal controls, and an audit review program.

Performance Measures	FY18	FY19	FY20
Registrations	252,151	255,253	N/A
Title Transactions	79,748	81,343	N/A
Beer and Liquor Fees	229	240	N/A
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Administrative	2	2	2
Clerical	32	32	32
Part-Time	1	1	1

The Lubbock County Technology & Information Systems Department provides computer services, installation, configuration, implementation, support and training for both hardware and software used throughout Lubbock County Departments. Technology & Information Systems supports third party software and customized application software.

Adopted Budget for the Fiscal Year 2020-2021			
	FY 19 Actual	FY 20 Estimates	FY 21 Budget
Personnel	\$ 1,064,894.35	\$ 1,733,978.00	\$ 2,578,859.00
Operating	\$ 3,280,452.02	\$ 4,334,286.00	\$ 4,776,796.00
Capital	\$ 5,103,734.39	\$ 332,000.00	\$ 2,735,000.00
Total Budget	\$ 9,449,080.76	\$ 6,400,264.00	\$ 10,090,655.00



Department Head
Director
 Isaac Badu

Major Accomplishments in 2020:

- Installed additional network infrastructure and wireless connectivity for the annex of the 6th Texas Anti-Gang multi-agency task force location.
- Continued migration of Email to a cloud hosted solution (Office365).
- Consolidated virtualization hardware of public facing web servers for increased virtual environment manageability and increased uptime.
- Implemented upgrade of VMWare environment from version 6.5 to version 6.7.
- Added virtualization infrastructure hosts to support Tyler Technologies project implementation and installed new virtual servers for Tyler Technologies project.
- Install SAN storage controller upgrade and addition of storage expansion units to sustain data growth.
- Upgraded endpoint protection on workstations to Cisco Advanced Malware Protection with centralized management and interoperability with layered security systems.
- Began update of workstations to windows 10 operating system.
- Installed AirWatch for Mobile Device Management for CJIS compliance of mobile devices.
- Completed core switch upgrade at LCDC.

Goals for 2021:

- Complete update of desktop workstations to Windows 10 environment.
- Implement cloud based data archive solution.

Goals for 2021 continued:

- Implement multi-factor authentication solution for all county users in order to improve security and identity verification.
- Install next generation security appliances into existing network infrastructure to improve security posture and data integrity.
- Complete Mobile Device Management (MDM) to AirWatch solution to maintain CJIS compliance.
- Implement new Service Desk software that will allow smoother workflow, better performance, quicken response times, include inventory tracking, and support mobile devices.
- Adjust network infrastructure for increased path redundancy between facilities and additional routing to reduce the effect of a single network equipment problem.

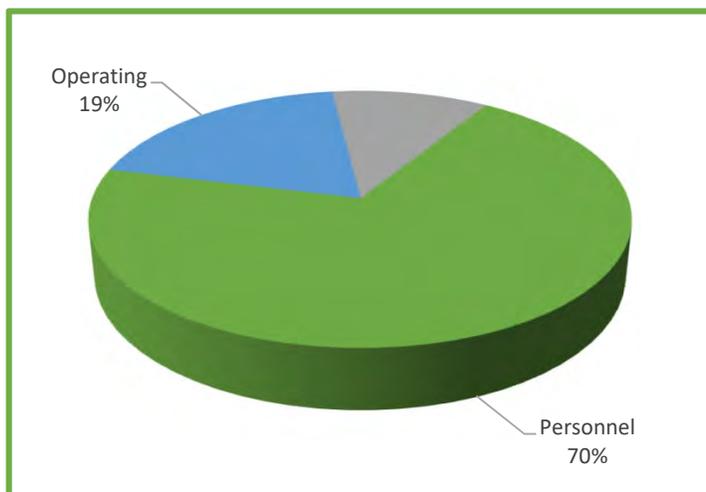
Performance Measures	FY18	FY19	FY20
Work Orders Completed	5,995	4,154	N/A
Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Clerical	1	1	2
Trades and Technical	13	27	29

Note: The Technology & Information Systems department G/L 011-005 was created in FY 2019 with related appropriations recorded in this department.

Primary Focus: Agriculture and Natural Resources, Family & Consumer Sciences, 4-H & Youth Development, Community Resource & Economic Development.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 244,894.23	\$ 269,572.00	\$ 269,568.00
Operating	\$ 51,209.81	\$ 71,788.00	\$ 74,024.00
Capital	\$ -	\$ -	\$ 41,975.00
Total Budget	\$ 296,104.04	\$ 341,360.00	\$ 385,567.00



Department Head
Director
Ronda Alexander

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of cotton and wheat, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- In-depth educational programs with measurable results were implemented to address the following critical issues identified in 2019: Urban Water Conservation and Management. Ag Profitability, Youth: Life Skills, Communication and Job Skills, Parenting Education, Healthy Eating Across the Lifespan, and BLT /Snap-Ed Programming. Year-end results are posted at: <http://lubbock.agrilife.org> . A total of 1,326 Lubbock County Extension Volunteers provided a total of 26,746 volunteer hours. the impact to Lubbock County is valued at \$680,150.
- One Lubbock County 4-H'er received a \$20,000 Texas 4-H Scholarship and one Lubbock County 4-H Livestock Exhibitor received a \$10,000 exhibitor scholarship from the San Antonio Livestock show. For the 2018-19 4-H year, Lubbock County 4-H has continued to see growth with our traditional 4-H club membership reaching 504 youth in seven Lubbock County 4-H Clubs.
- Approximately 215 participants attended the 2019 Building Strong Families Conference to increase their parenting skills.
- The CEA-Horticulture position has been filled for the past year and a half; this position has supported county Master Gardener and horticulture programming. It has become an integral part of the community, working with various agencies, municipalities and organizations that support community/school gardens, local food producers, and providing education to consumers.

Goals for 2021:

- Continue to provide quality and relevant educational programs to the citizens of Lubbock County, as identified by Lubbock County leaders through the Texas Community Futures Forum.
- Lubbock County 4-H and Youth Development program will be managed for continued sustainable growth, developing leadership and citizenship skills, and life skills in our youth.

LUBBOCK COUNTY, TEXAS
 TEXAS AGRILIFE EXTENSION

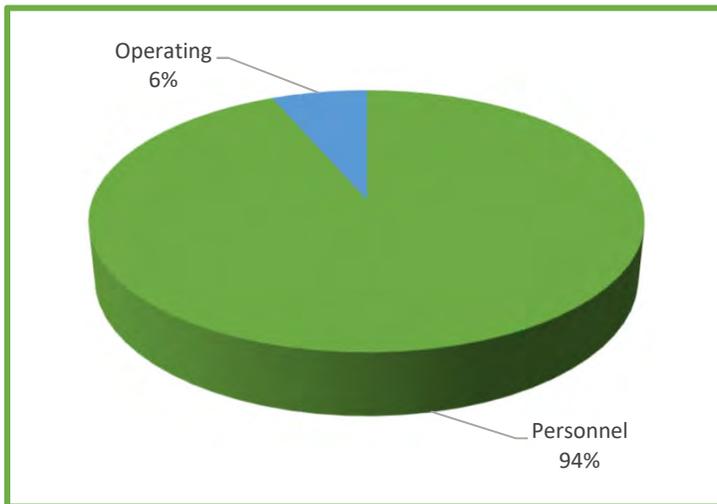
G/L 011-072

Performance Measures	FY18	FY19	FY20
Educational Contacts by Newsletters	8,458	10,758	8,656
Total Attendance at Group Meetings	63,225	93,496	14,140
Contact Hours	77,852	106,249	47,964
Total 4-H Enrollment-Lubbock County	3,510	4,170	2,316
Number of Traditional 4-H Members	450	540	374
Staff by Classification	FY19	FY20	FY21
Appointed	6	6	6
Clerical	2	2	2
Part-Time	1	1	1

The County Treasurer serves as the chief custodian of county funds, preserving the system of checks and balances within the administration of county finances. Basic duties include receiving, keeping, paying and disbursing funds as the Commissioners' Court allows, all monies belonging to the county.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 345,052.56	\$ 343,126.00	\$ 355,679.00
Operating	\$ 15,500.06	\$ 26,153.00	\$ 24,702.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 360,552.62	\$ 369,279.00	\$ 380,381.00



Elected Official
Treasurer
Chris Winn

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Major Accomplishments in 2020:

- The Cash Bond Account reconciliation is complete from 1996 to today and is now on a regular escheatment schedule.
- The process of identifying discrepancies in the Bail Bond Securities bank account has been completed, the account is now reconciled from 1981 to the present.
- The Munis conversion took priority through the latter part of 2019 and beginning of 2020. We accomplished a successful first quarter on the new system, along with the added challenge of Statute changes that began on January 1, 2020.

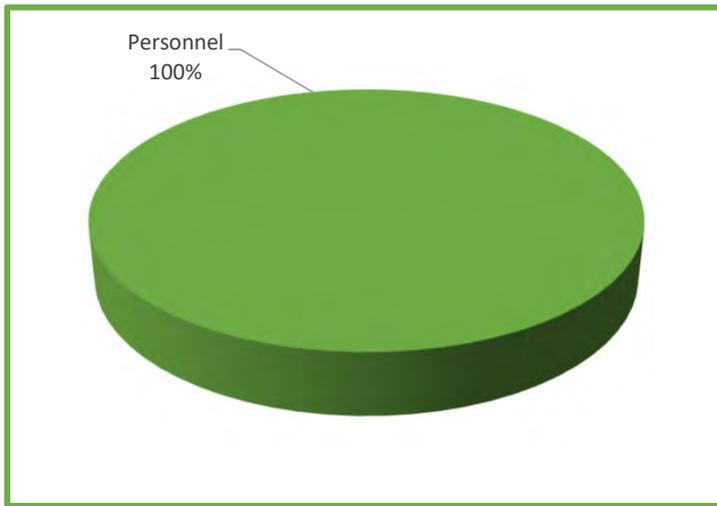
Goals for 2021:

- Continue to serve our County with added proficiency and understanding of the Munis software.
- Complete Bail Bond Company folders and consolidate the Bail Bond Securities Certificates of Deposit to verify collateral required by state statutes.
- Assist our County with the Odyssey conversion process and become proficient in the new software.

Performance Measures	FY18	FY19	FY20
Cash Receipts Processed	4,536	4,629	5,185
Jury Checks Issued	4,426	4,063	2,386
Staff by Classification	FY19	FY20	FY21
Elected Official	1	1	1
Administrative	1	1	1
Clerical	2	2	2
Part-Time	1	1	1

The office is responsible for assisting veterans with Federal programs of Veterans' benefits for veterans, their families, and survivors.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY 19 Actual</u>	<u>FY 20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 70,987.71	\$ 61,944.00	\$ 61,944.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 70,987.71	\$ 61,944.00	\$ 61,944.00



Department Head
Director
 Nick Sisk

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath and the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Major Accomplishments in 2020:

- Provided outstanding service to Lubbock's Veteran population, including surviving spouses and children.
- Supported West Texas Salute to Veterans and other Veterans outreach events.

Goals for 2021:

- Continue to provide top-notch service to Lubbock County's Veteran population.
- More outreach!

Staff by Classification	FY19	FY20	FY21
Clerical	1	1	1

Lubbock County, Texas

Adopted Budget

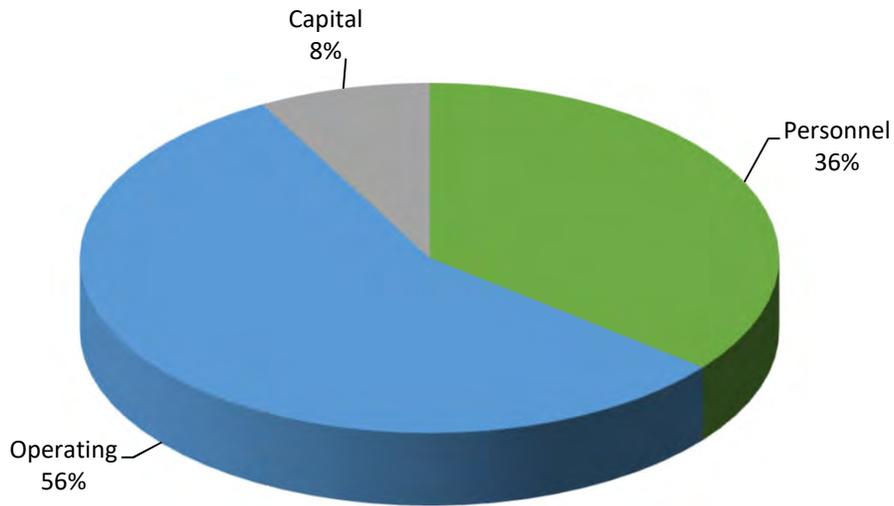
FY 2020 - 2021



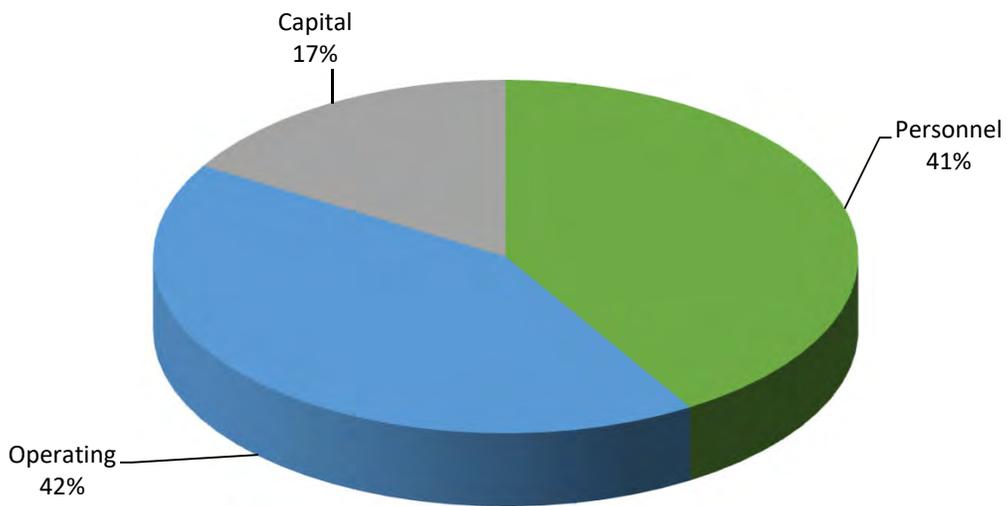
Special Revenue Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. ALL SPECIAL REVENUE FUNDS
EXCLUDING CONSOLIDATED ROAD AND BRIDGE

Special revenue funds are used to account for special earmarked revenues that have legal restrictions as to the specific purpose of the expenditure.



Total Budget All Funds

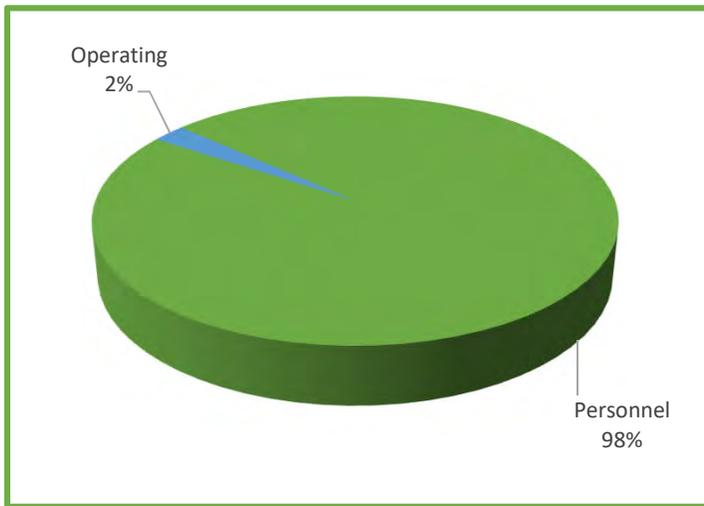


All Special Revenue Funds excluding Consolidated Road and Bridge Fund

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	199,700
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ -	\$ -	\$ 199,700
EXPENDITURES			
Personnel	-	-	195,000
Operating	-	-	4,700
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Funds to support programs that provide prosecution resources for District and County Attorneys along the Texas-Mexico border and for counties that are significantly affected by border crime. An attorney, assigned to the Texas Anti-Gang Center of Lubbock, will supply direct prosecution resources to law enforcement personnel from local, state and federal agencies assigned to the TAG unit, providing services such as reviewing affidavits relating to arrest warrants, search warrants, electronic surveillance, mobile tracking devices, and stored communications as well as the execution of those types of orders.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ 195,000.00
Operating	\$ -	\$ -	\$ 4,700.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ 199,700.00

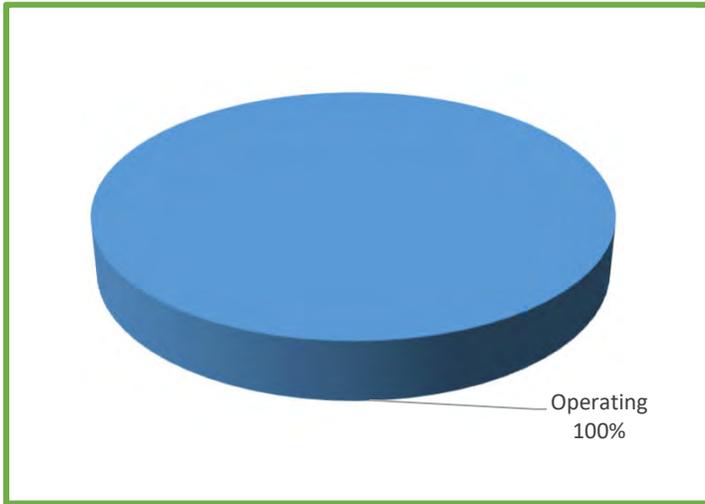


Staff by Classification	FY19	FY20	FY21
Professional	0	0	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	63,475	60,000	60,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,956	380	380
Other Revenue	12,903	48,120	48,120
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 78,334	\$ 108,500	\$ 108,500
EXPENDITURES			
Personnel	-	-	-
Operating	82,934	108,500	108,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (4,600)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	34,118	29,518	29,518
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 29,518	\$ 29,518	\$ 29,518

This fund accounts for the use of criminal investigation funds such as seized property that has been forfeited to the County by court orders.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 82,934.15	\$ 108,500.00	\$ 108,500.00	\$ 108,500.00
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 82,934.15	\$ 108,500.00	\$ 108,500.00	\$ 108,500.00



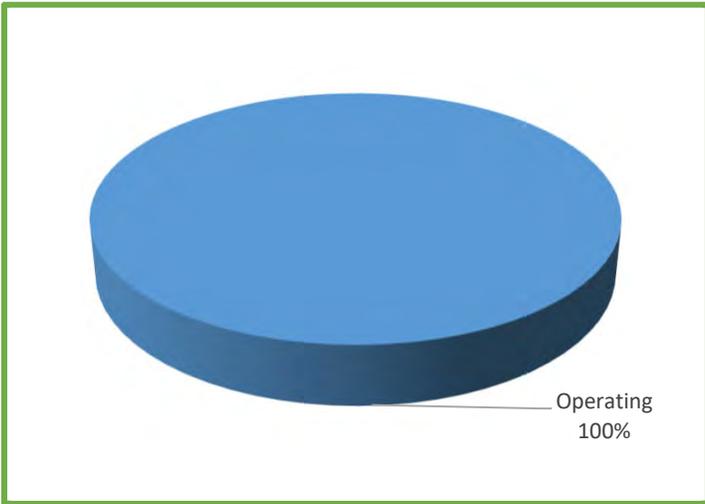
Elected Official
Sunshine Stanek

The seal of the County of Lubbock, State of Texas, is centered. It features a five-pointed star in the center, surrounded by a wreath of olive and oak branches. The words 'STATE OF TEXAS' are at the top and 'COUNTY OF LUBBOCK' are at the bottom of the circular seal.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,349	500	500
Other Revenue	129,729	76,000	76,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 131,077	\$ 76,500	\$ 76,500
EXPENDITURES			
Personnel	-	-	-
Operating	105,819	76,500	76,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 25,258	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	28,477	53,735	53,735
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 53,735	\$ 53,735	\$ 53,735

This fund accounts for the use of criminal investigation funds such as seized property that has been forfeited to the County by court orders.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 105,819.43	\$ 76,500.00	\$ 76,500.00	\$ 76,500.00
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 105,819.43	\$ 76,500.00	\$ 76,500.00	\$ 76,500.00



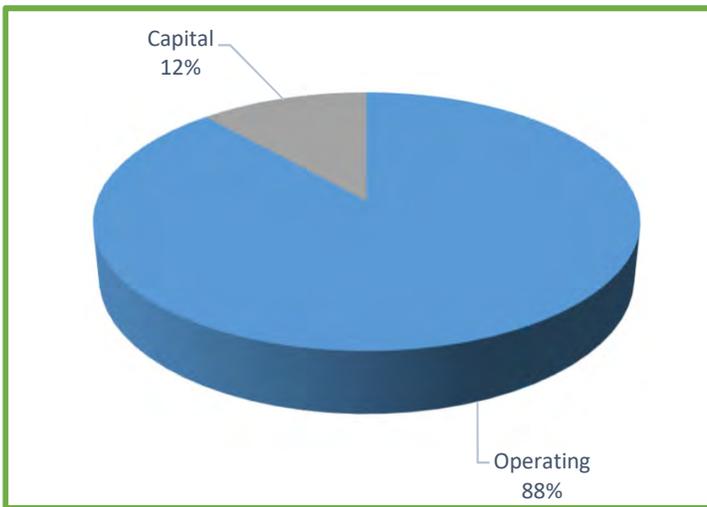
Elected Official
Sunshine Stanek

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	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	56,445	171,803	172,422
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 56,445	\$ 171,803	\$ 172,422
EXPENDITURES			
Personnel	-	-	-
Operating	56,445	151,803	152,422
Capital	-	20,000	20,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The Edward Byrne Memorial Justice Assistance Grant (JAG) distributes funds to meet local criminal justice needs. Grant funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice in the areas of law enforcement programs, prosecution and court programs, prevention and education programs, corrections programs, drug treatment programs, and planning, evaluation, and technology improvement programs.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 56,444.86	\$ 151,803.00	\$ 152,422.00
Capital	\$ -	\$ 20,000.00	\$ 20,000.00
Total Budget	\$ 56,444.86	\$ 171,803.00	\$ 172,422.00



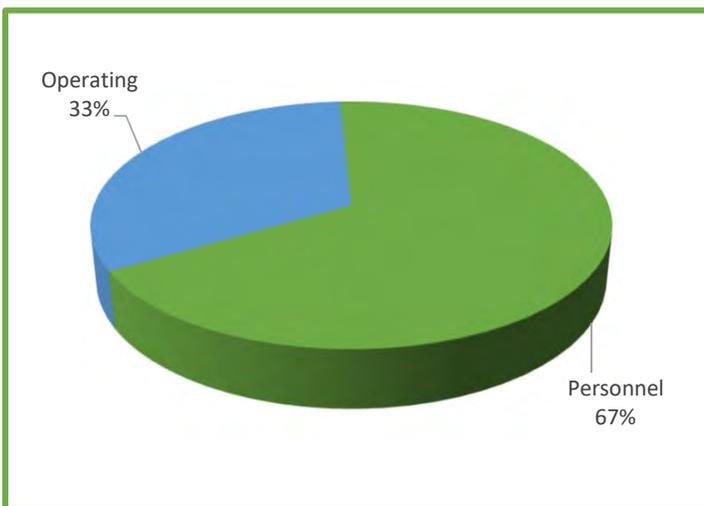
Elected Official
Sunshine Stanek

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath of olive and live oak branches, with the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' inscribed around the perimeter.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	405,854	404,523	389,151
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	142,086	177,217	177,217
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	138,547	142,232	151,686
TOTAL REVENUE	\$ 686,486	\$ 723,972	\$ 718,054
EXPENDITURES			
Personnel	467,375	476,928	484,034
Operating	219,111	247,044	234,020
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The South Plains Auto Theft Task Force specializes in auto theft and crime prevention in twenty-eight counties located in the south plains and panhandle of Texas.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 467,375.42	\$ 476,928.00	\$ 484,034.00
Operating	\$ 219,110.83	\$ 247,044.00	\$ 234,020.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 686,486.25	\$ 723,972.00	\$ 718,054.00



Major Accomplishments in 2020:

- The South Plains Auto Theft Task Force met all MVCPA goals, strategies, and activities for FY19 and projected to accomplish all goals, strategies, and activities for FY20.
- The Task Force is projected to meet all state TCOLE required training and qualification standards for FY20.

Goals for 2021:

- The Task Force has submitted a continued and grant application for FY21 funding.
- The Task Force has an aging fleet and will need to purchase replacement vehicles.
- Other Task Force equipment has become outdated and obsolete such as a laptop and automatic license plate reader that are necessary for the Task Force to meet its goals, strategies and activities.
- Bring the Task Force personnel salary more in line with that of the Criminal District Attorney's Investigators. The Task Force Investigators are CDA Investigators and are currently paid that of both the CDA Investigators and the Lubbock Sheriffs Department Investigators. This, as a result of years of being unsuccessful in obtaining additional grant funding from MVCPA for COLA increases approved by the county.
- Increase staff by two additional Investigators to combat the substantial increase in vehicle thefts, vehicle burglaries and other vehicle crimes. The Task Force will prepare strategies to acquire these investigators during the FY22 grant submission.

Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Public Safety	4	4	4
Clerical	1	1	1

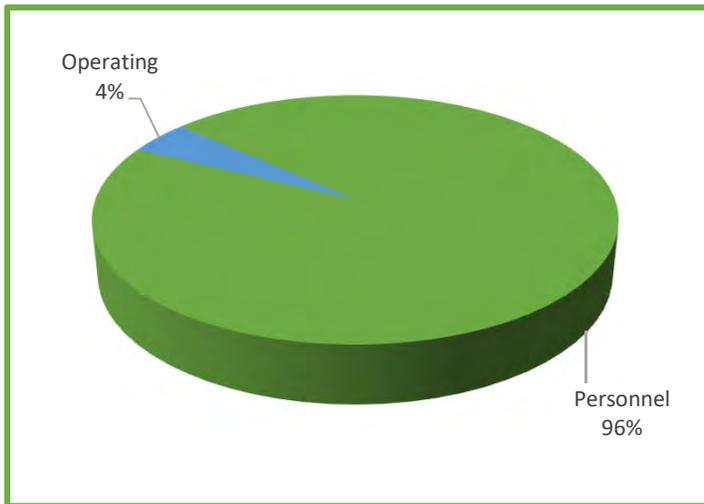
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 CDA VOCA VICTIM ADVOCACY GRANT

G/L 171

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	93,792	216,946	216,946
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	23,448	54,236	54,236
TOTAL REVENUE	\$ 117,240	\$ 271,182	\$ 271,182
EXPENDITURES			
Personnel	115,958	259,182	259,182
Operating	1,282	12,000	12,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The VOCA grant establishes two advocate positions that will serve victims of crimes by responding to the emotional and physical needs of crime victims, assessing the victims' safety needs, and assisting to stabilize their lives after they have been victimized.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 115,957.95	\$ 259,182.00	\$ 259,182.00
Operating	\$ 1,281.82	\$ 12,000.00	\$ 12,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 117,239.77	\$ 271,182.00	\$ 271,182.00



Elected Official
Sunshine Stanek

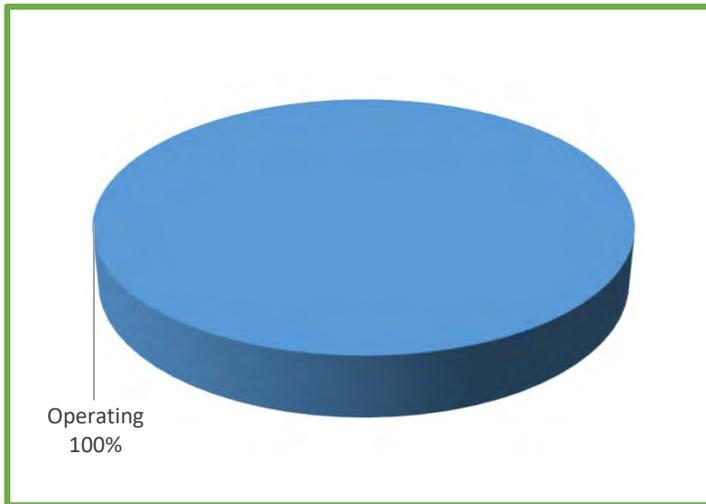
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Staff by Classification	FY19	FY20	FY21
Clerical	2	2	2

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	62	400	300
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	60	25	25
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 122	\$ 425	\$ 325
EXPENDITURES			
Personnel	-	-	-
Operating	-	425	325
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 122	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,138	3,260	3,260
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,260	\$ 3,260	\$ 3,260

This fund is established in Chapter 102, Article 102.0186 of the Code of Criminal Procedure. Funds can only be utilized to fund child abuse prevention programs in the county where the court is located.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	425.00	\$ 325.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	425.00	\$ 325.00

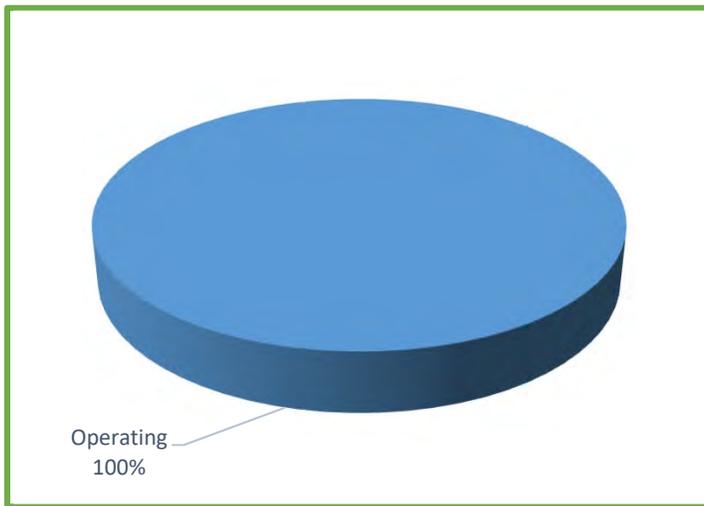


Appointed Official
D. Gene Valentini

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	18,754	48,991	48,991
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 18,754	\$ 48,991	\$ 48,991
EXPENDITURES			
Personnel	-	-	-
Operating	18,754	48,991	48,991
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The funds from the Lubbock County Adult Drug Court are used to achieve the following goals: 1) to provide early screening, assessment, and court intervention, 2) to provide effective court supervision, 3) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4) to promote public safety by reducing repeat offenders.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	18,754.30	\$	48,991.00	\$ 48,991.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	18,754.30	\$	48,991.00	\$ 48,991.00

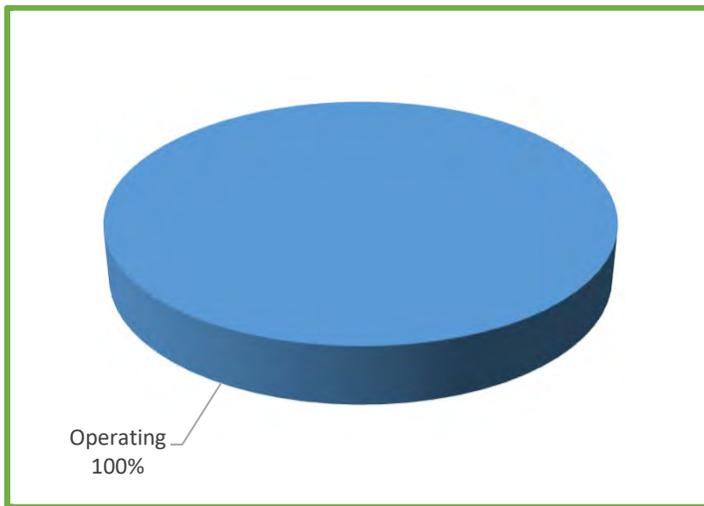


Project Manager
Dean Stanzione

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	21,074	36,612	36,612
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 21,074	\$ 36,612	\$ 36,612
EXPENDITURES			
Personnel	-	-	-
Operating	21,074	36,612	36,612
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The Funds from the Lubbock County Adult DWI Court are used to achieve the following goals: 1) to provide early screening, assessment, and court intervention. 2) to provide effective court supervision, 3) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4) to promote public safety by reducing repeat offenders.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	21,074.13	\$	36,612.00	\$ 36,612.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	21,074.13	\$	36,612.00	\$ 36,612.00



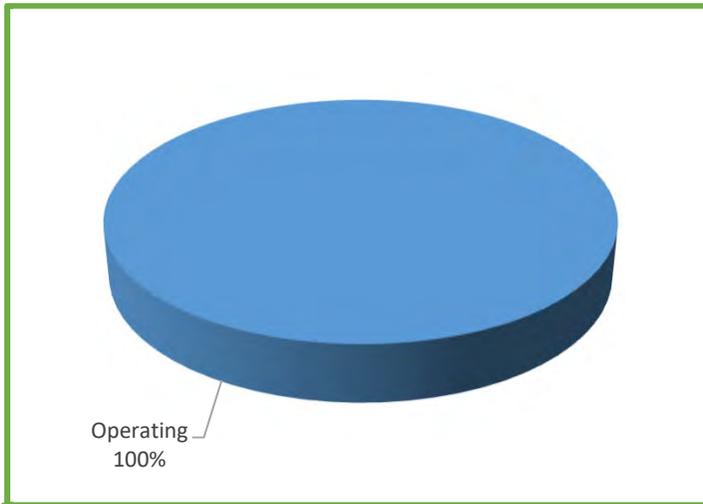
Project Manager
Dean Stanzione

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, and the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	31,283	40,953	40,953
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 31,283	\$ 40,953	\$ 40,953
EXPENDITURES			
Personnel	-	-	-
Operating	31,283	40,953	40,953
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The funds from the Lubbock County Re-Entry Drug Court are used to achieve the following goals: 1) to provide early assessment and intervention, 2) to provide effective court supervision, 3) to provide an integrated program of drug and alcohol treatment, substance abuse education, and rehabilitation service, and 4) to promote public safety by reducing repeat offenders.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	31,282.90	\$	40,953.00	\$ 40,953.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	31,282.90	\$	40,953.00	\$ 40,953.00



Project Manager
Dean Stanzione

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

Performance Measures	FY18	FY19	FY20
Number of Graduates	44	N/A	N/A

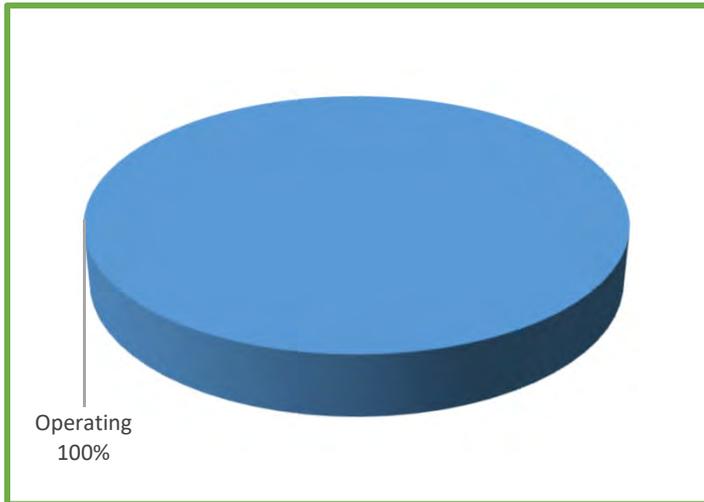
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM

G/L 105

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	16,000	16,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	123,423	-
TOTAL REVENUE	\$ -	\$ 139,423	\$ 16,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	139,423	16,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

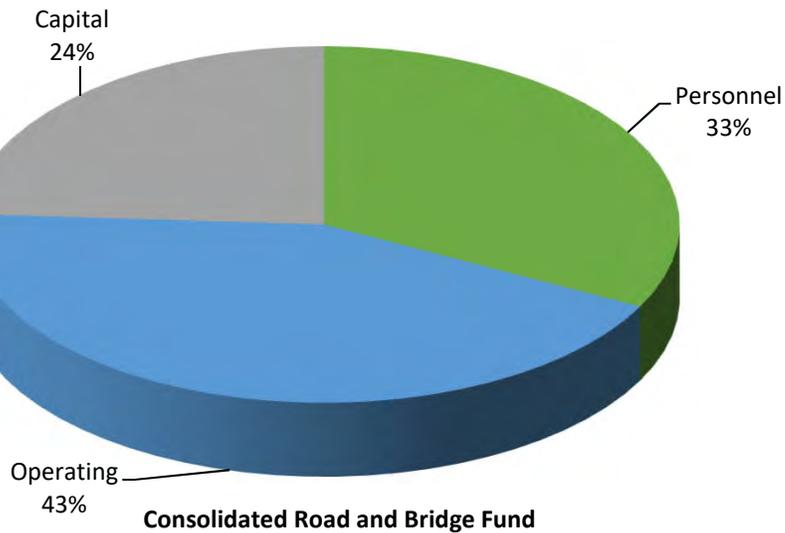
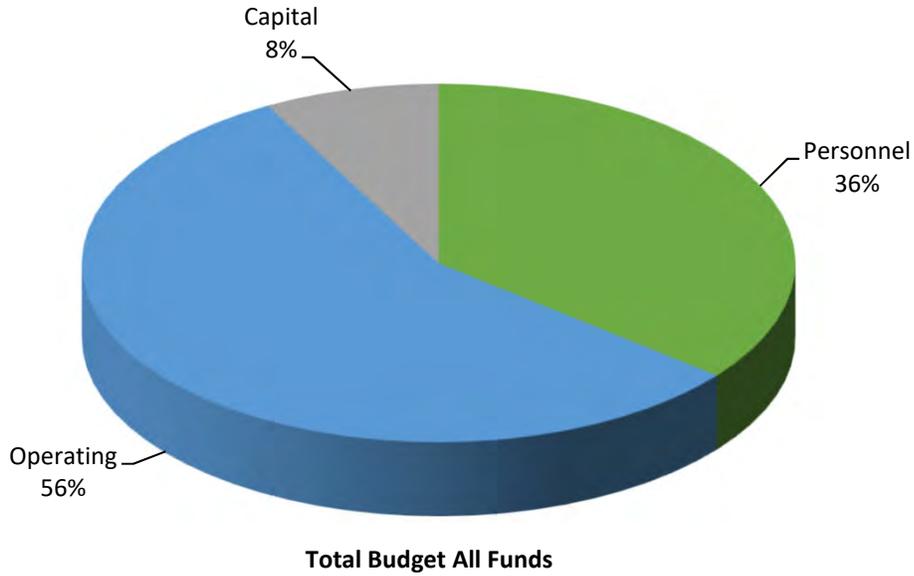
The community Economic Development Program Fund receives funds appropriated by the state legislature per LGC 381.004. These funds may be used for specific purposes to stimulate business and commercial activity including the encouragement, promotion, improvement, and application of the arts.

Adopted Budget for the Fiscal Year 2020-2021					
	<u>FY19 Actual</u>		<u>FY20 Estimates</u>		<u>FY 21 Budget</u>
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	139,423.00	\$ 16,000.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	139,423.00	\$ 16,000.00



LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. CONSOLIDATED ROAD AND BRIDGE

Special revenue funds are used to account for special earmarked revenues that have legal restrictions as to the specific purpose of the expenditures. The Consolidated Road and Bridge Fund includes expenditures for the operation, repair and maintenance of roads and bridges located in Lubbock County. The primary source of revenue to the Road and Bridge Fund consists of a portion of the \$10 fee assessed on motor vehicle registrations (as provided by statute) and a transfer from the general fund.



LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 CONSOLIDATED ROAD AND BRIDGE

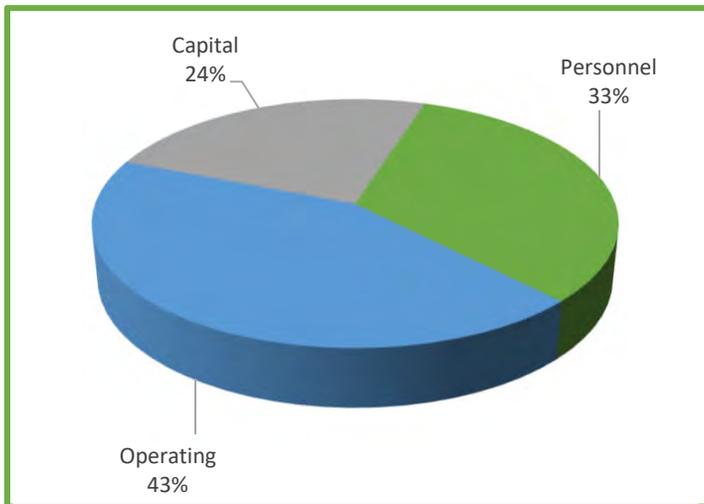
G/L 020

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental	638,715	412,500	432,500
Fees			
Commissions			
Charges for Service	2,736,068	2,750,000	2,750,000
Fines/Forfeitures			
Interest	103,040	60,000	60,000
Other Revenue	295,305	348,000	372,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	5,228,943	5,413,381	4,265,368
TOTAL REVENUE	\$ 9,002,071	\$ 8,983,881	\$ 7,880,368
EXPENDITURES			
Personnel	2,905,130	3,278,520	3,304,994
Operating	3,422,978	3,309,044	4,390,800
Capital	1,863,824	2,002,900	2,439,224
OTHER SOURCES (USES)			
Transfers out	-	669	-
NET REVENUE (EXPENDITURES)	\$ 810,139	\$ 392,748	\$ (2,254,650)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,032,684	2,842,823	3,235,571
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,842,823	\$ 3,235,571	\$ 980,921

In accordance with Texas State Law and County policies and subject to the supervision of the County Commissioners' Court, Consolidated Road and Bridge assists in the maintenance of the county roads of Lubbock County. Plans and inspects construction of county road projects. Assists in the planning of new subdivisions, commercial developments, and infrastructure. Plays a crucial role in responding to the needs of the public in the planning, preparing, mitigating and recovery from general emergencies and disasters.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 2,905,130.26	\$ 3,278,520.00	\$ 3,304,994.00
Operating	\$ 3,422,977.53	\$ 3,309,713.00	\$ 4,390,800.00
Capital	\$ 1,863,824.44	\$ 2,002,900.00	\$ 2,439,224.00
Total Budget	\$ 8,191,932.23	\$ 8,591,133.00	\$ 10,135,018.00



Supervisor
Jennifer Davidson, PE, CFM



Major Accomplishments in 2020:

- Increased miles maintained in both caliche and seal coat programs.
- Identifying minor projects for CERTZ submittal.
- Department wide training for flagging and CPR, with 17 staff certified in mining operations.

Goals for 2021:

- Complete a road improvement project listed in Road Bond.
- Evaluate the effectiveness of the County's permits and development tracking.
- Establish a real time reporting process to illustration the status of county road maintenance.

Performance Measures	FY18	FY19	FY20
Work Orders Completed	1,385	N/A	1,558
Miles of County Road Maintained	1,122	N/A	1,122
Miles of Road Caliched	94	N/A	28
Miles of Road Seal Coated	0	N/A	22

Staff by Classification	FY19	FY20	FY21
Administrative	N/A	N/A	1
Clerical	3	3	2
Trades & Technical	45	45	48

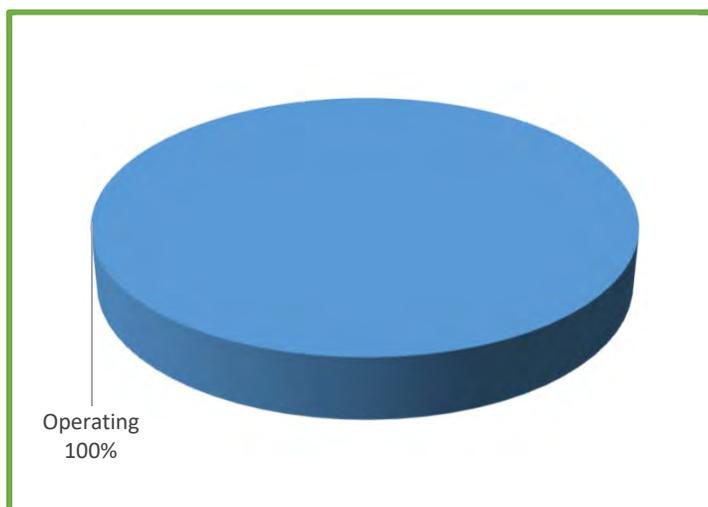
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY AND DISTRICT COURT TECHNOLOGY

G/L 099

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	4,582	6,100	6,100
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,268	750	750
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 5,850	\$ 6,850	\$ 6,850
EXPENDITURES			
Personnel	-	-	-
Operating	-	6,850	10,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 5,850	\$ -	\$ (3,150)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	64,591	70,441	70,441
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 70,441	\$ 70,441	\$ 67,291

This fund was established to account for fees collected upon conviction of a criminal offense in a county court, statutory county court, or district court. The funds can only be used in compliance with Article 102.0169 Code of Criminal Procedures.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	6,850.00	\$ 10,000.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	6,850.00	\$ 10,000.00



Elected Officials
Kelly Pinion
Barbara Sucsy

Major Accomplishments in 2020:

- Continued to collect the underlying criminal court cost of \$4 per conviction.
- Improved customer access computer area in Archives area.
- Continuing to provide all services during COVID-19 issues.
- Working well with the Courts and attorneys through e-filing while improving customer service.

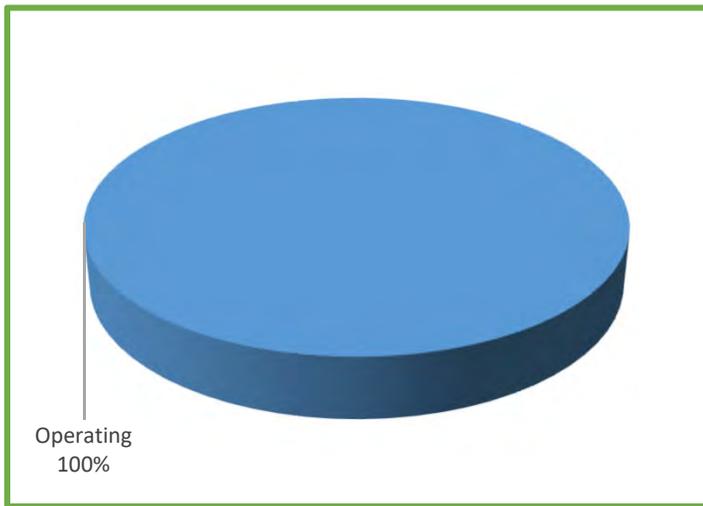
Goals for 2021:

- Use funds available to purchase six Fujitsu Scansnap IX500 scanners and 20 desktop printers to facilitate the e-filing process.
- Continue to save this fee until it can be used for purchases to enhance court processes.
- Continue to work with the courts and attorneys through e-filing to improve work processes.
- Working towards completing Tyler implementation and conversion.
- Continue to address scanning of court documents.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	525,705	550,000	550,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	49,783	30,000	30,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 575,488	\$ 580,000	\$ 580,000
EXPENDITURES			
Personnel	-	-	-
Operating	61,155	944,144	1,460,000
Capital	250,000	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 264,334	\$ (364,144)	\$ (880,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,605,905	2,870,239	2,506,095
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,870,239	\$ 2,506,095	\$ 1,626,095

Lubbock County has two archive funds. These funds were established through a fee collected of up to \$10 on all documents filed in the clerks' offices and can only be spent in accordance with a records archive plan filed by the clerks and approved by the Commissioners' Court. Funds can only be used for the specific purpose of archiving and preserving records filed in the clerks' offices prior to 1974.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 61,154.53	\$ 944,144.00	\$ 1,460,000.00
Capital	\$ 250,000.00	\$ -	\$ -
Total Budget	\$ 311,154.53	\$ 944,144.00	\$ 1,460,000.00



Elected Official
Kelly Pinion

Major Accomplishments in 2020:

- Continued to provide all services during the COVID-19 issue.
- Began vital records preservation indexing and imaging project.
- Continued indexing historical documents and Commissioner's Court minutes.

Goals for 2021:

- Identify damaged books needing recreation and preservation.
- Complete vital records preservation and imaging project.
- Continue indexing historical documents and Commissioner's Court minutes.

Performance Measures	FY18	FY19	FY20
Number of Books Restored	10	N/A	N/A
Volumes of Records Restored	11	N/A	N/A

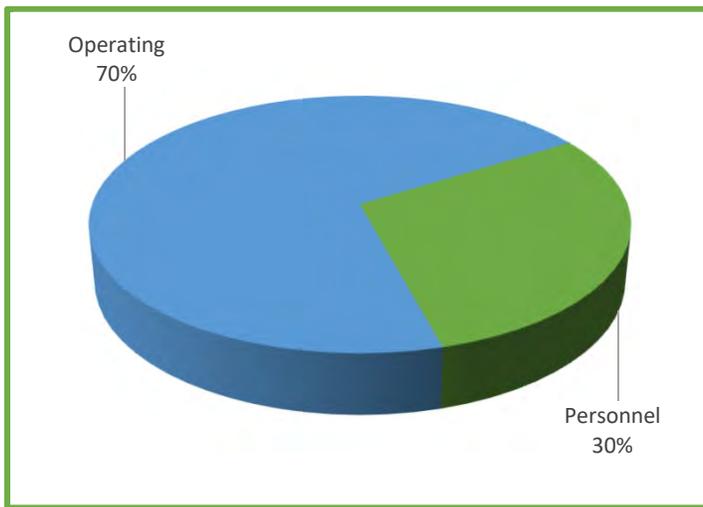
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 COUNTY CLERK RECORDS MGT AND PRESERVATION

G/L 091

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	529,595	545,725	545,725
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	60,323	40,000	40,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 589,918	\$ 585,725	\$ 585,725
EXPENDITURES			
Personnel	62,352	169,403	181,034
Operating	6,715	416,322	429,300
Capital	500,000	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 20,851	\$ -	\$ (24,609)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,449,063	3,469,914	3,469,914
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,469,914	\$ 3,469,914	\$ 3,445,305

Lubbock County has four preservation funds, County Clerk, District Clerk, Commissioners' Court, and Court Record. A defendant convicted of an offense in a county court, a county court at law, or a district court is required to pay a records management and preservation fee. The fee was approved by the State legislature to help fund the requirement to maintain certain records for an extended period of time for the County Clerk.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 62,352.36	\$ 169,403.00	\$ 181,034.00
Operating	\$ 6,715.20	\$ 416,322.00	\$ 429,300.00
Capital	\$ 500,000.00	\$ -	\$ -
Total Budget	\$ 569,067.56	\$ 585,725.00	\$ 610,334.00



Major Accomplishments in 2020:

- Increased digital data base by continued back indexing of historical documents.
- Identified records meeting retention requirements and disposing of by statute.
- Continued to provide customer services during COVID-19 issue.

Goals for 2021:

- Increase document images available on public system.
- Identify books needing repair, preservation, or reproduction.
- Continue to audit and monitor the process of proper records retention and preservation.

Staff by Classification	FY19	FY20	FY21
Clerical	2	2	2
Regular Part-Time	1	1	1

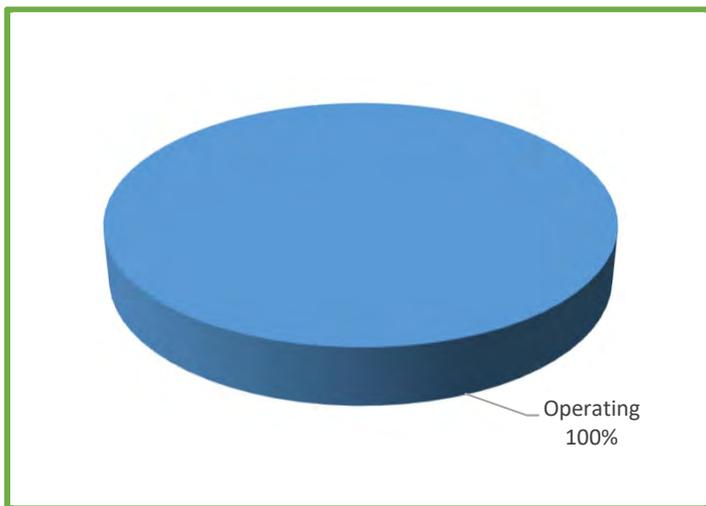
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 COUNTY DRUG COURT COURT COST

G/L 074

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	20,109	20,000	37,040
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,250	1,700	1,700
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 24,359	\$ 21,700	\$ 38,740
EXPENDITURES			
Personnel	-	-	-
Operating	17,873	38,740	38,740
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 6,485	\$ (17,040)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	220,153	226,638	209,598
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 226,638	\$ 209,598	\$ 209,598

Code of Criminal Procedures Article 102.0178 requires a person to pay \$50 as a cost of court on conviction of an offense punishable as a Class B misdemeanor or any higher category of offense under Chapter 49 of the Penal Code or Chapter 481 of the Health and Safety Code. The county is entitled to 50% of the court cost plus an additional 10% as a service fee. The funds collected are to be used exclusively for the maintenance of drug court programs operated by the county.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	17,873.48	\$	38,740.00	\$ 38,740.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	17,873.48	\$	38,740.00	\$ 38,740.00



Project Manager
Dean Stanzione

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' are at the top and 'COUNTY OF LUBBOCK' are at the bottom of the circular border.

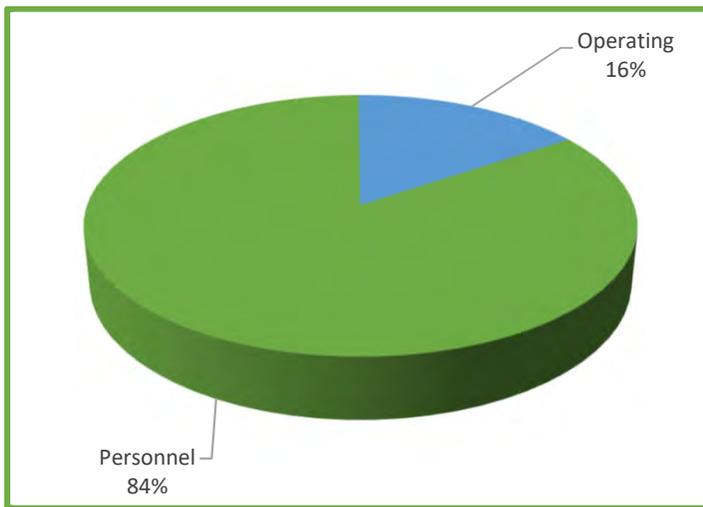
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY RECORDS MGT AND PRESERVATION

G/L 092

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	55,894	58,000	58,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	8,562	6,000	6,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 64,456	\$ 64,000	\$ 64,000
EXPENDITURES			
Personnel	52,180	69,948	69,948
Operating	745	13,000	13,000
Capital	75,000	250,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (63,469)	\$ (268,948)	\$ (18,948)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	536,824	473,355	204,407
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 473,355	\$ 204,407	\$ 185,459

Lubbock County has four preservation funds, County Clerk, District Clerk, Commissioners' Court, and Court Record. A defendant convicted of an offense in a county court, a county court at law, or a district court is required to pay a records management and preservation fee. The fee was approved by the State legislature to help fund the requirement to maintain certain records for an extended period of time for the County.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 52,180.18	\$ 69,948.00	\$ 69,948.00
Operating	\$ 744.95	\$ 13,000.00	\$ 13,000.00
Capital	\$ 75,000.00	\$ 250,000.00	\$ -
Total Budget	\$ 127,925.13	\$ 332,948.00	\$ 82,948.00



Major Accomplishments in 2020:

- Continued scheduled work days with department to transfer record series from record boxes and file cabinets into newly installed open-shelf filing system.
- Created a reorganization plan for the warehouse SpaceSaver units.
- Created searchable document of Historical Commission inventory information obtained through volunteers.
- Worked with Maintenance to reroof a portion of the warehouse.

Goals for 2021:

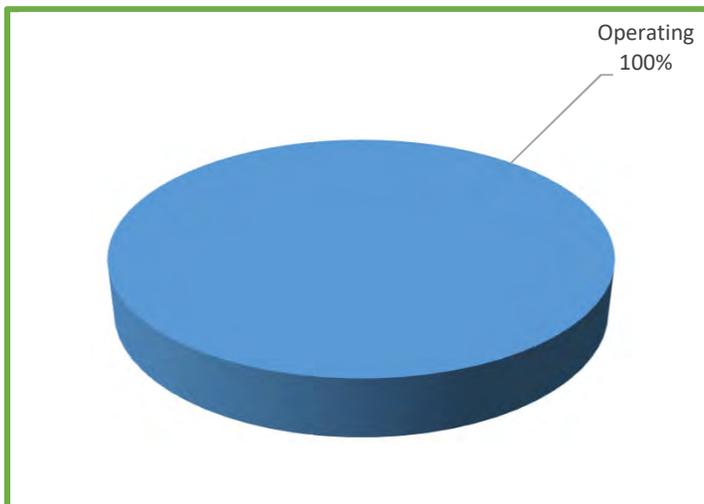
- Continue working with department to move record series from boxes and file cabinets to mobile open-filing system.
- Continue working with individual departments on management of physical record storage, focusing on backlogs, and budgeting for their secure destruction.
- Continue working with IT and individual departments on electronic records issues.
- Work with the Records Management Committee on developing the Records Management Plan.
- Continue working on the creation more accessible documentation and inventory systems.
- Develop more effective performance measures to reflect growing transition to digital record keeping by various departments.
- Implement the reorganization plan for the materials held within the warehouse SpaceSaver units.

Performance Measures	FY18	FY19	FY20
Records Requests	203	132	193
Number of Boxes of Records	3,638	3,807	3,826
Cubic Feet of Records Destroyed	487	27	27
Staff by Classification	FY19	FY20	FY21
Professional	1	1	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	49,565	48,000	48,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,880	2,500	2,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 53,445	\$ 50,500	\$ 50,500
EXPENDITURES			
Personnel	-	-	-
Operating	21,222	50,500	50,500
Capital	75,000	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (42,777)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	257,970	215,193	215,193
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 215,193	\$ 215,193	\$ 215,193

Lubbock County has four preservation funds, County Clerk, District Clerk, Commissioners' Court, and Court Record. A defendant convicted of an offense in a county court, a county court at law, or a district court is required to pay a records management and preservation fee. The fee was approved by the State legislature to help fund the requirement to maintain certain records for an extended period of time for the County and District Courts.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 21,222.00	\$ 50,500.00	\$ 50,500.00
Capital	\$ 75,000.00	\$ -	\$ -
Total Budget	\$ 96,222.00	\$ 50,500.00	\$ 50,500.00



Elected Officials
Kelly Pinion
Barbara Sucsy

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' are inscribed around the perimeter of the seal.

Major Accomplishments in 2020:

- At a cost of \$20,000.00, record/judgment books stored at the warehouse were restored and preserved. These books were deteriorating due to age and storage conditions.
- Continued back scanning old case files.
- Replaced some banker boxes with archival quality storage boxes.
- Quality control and logging of court exhibits to archival boxes for storage.

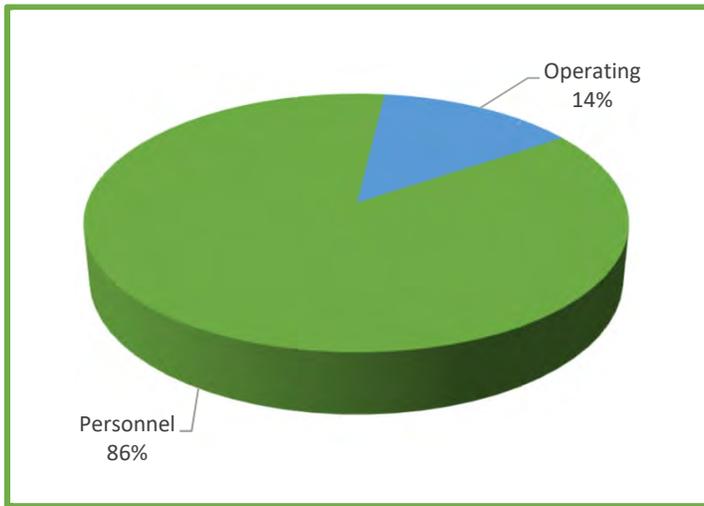
Goals for 2021:

- Continue to restore and preserve record/judgment books to prevent deterioration of historical records.
- Continue to back scan old case files.
- Replace additional banker boxes with archival quality storage boxes.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	105,915	110,000	110,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	31	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 105,946	\$ 110,000	\$ 110,000
EXPENDITURES			
Personnel	91,440	94,956	94,956
Operating	8,170	15,044	15,044
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	11,030	11,030	11,030
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 11,030	\$ 11,030	\$ 11,030

This fund accounts for the cost of providing security services for all district, county, and justice courtrooms, and protection for the judges, staff, victims, and the public.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 91,440.20	\$ 94,956.00	\$ 94,956.00
Operating	\$ 8,170.41	\$ 15,044.00	\$ 15,044.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 99,610.61	\$ 110,000.00	\$ 110,000.00



Elected Official
Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

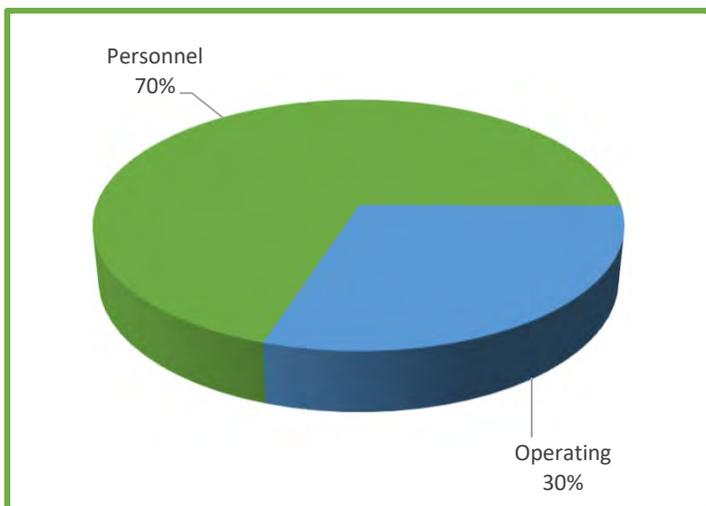
Staff by Classification	FY19	FY20	FY21
Public Safety	3	3	3

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	326,678	334,900	342,950
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	834	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 327,512	\$ 334,900	\$ 342,950
EXPENDITURES			
Personnel	212,782	251,798	240,200
Operating	87,602	83,102	102,750
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 27,129	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	35,741	62,870	62,870
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 62,870	\$ 62,870	\$ 62,870

This fund was established under Texas Civil Practice and Remedies Code Chapter 152 for the purpose of maintaining an alternative dispute resolution system.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 212,781.58	\$ 251,798.00	\$ 240,200.00
Operating	\$ 87,601.71	\$ 83,102.00	\$ 102,750.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 300,383.29	\$ 334,900.00	\$ 342,950.00



Appointed Official
D. Gene Valentini

The seal of the State of Texas, County of Lubbock, is displayed. It features a central five-pointed star surrounded by a wreath of olive and live oak branches. The words "STATE OF TEXAS" are inscribed in a circle above the star, and "COUNTY OF LUBBOCK" is inscribed below it.

Major Accomplishments in 2020:

- Successfully implemented peer mediation with Estacado High School, including training and mediations.
- Began experimenting with online training by having speakers give presentations to a live audience via Zoom.
- Implemented video mediations in response to COVID-19 limitations of in-person services.
- Conducted first known Mental Health training for mediators in country.
- Initiated mental health project with the National Center for State Courts.
- Began collaboration with Texas Access to Justice Commission to develop model court services for debt cases.

Goals for 2021:

- Obtain funding from the Court of Criminal Appeals and collaboration with state defense attorney and prosecutor associations to provide trainings regarding the benefits of mediating criminal cases.
- Expand collaboration with Texas Access to Justice Commission for assisting underrepresented populations.
- Obtain funding from the Community Oriented Policing Services component of the United States Department of Justice for criminal mediations.

Performance Measures	FY18	FY19	FY20
Inquiries and referrals	2,481	2,328	N/A
Number Assisted	4,770	4,490	N/A
Average Monthly Collections	\$109,943	\$99,316	N/A
Training Participants	242	230	N/A
Number of Training Sessions	11	11	N/A
Training Hours Provided	139	158	N/A
Staff by Classification	FY19	FY20	FY21
Appointed	1	1	1
Professional	1	1	1
Clerical	1	1	2

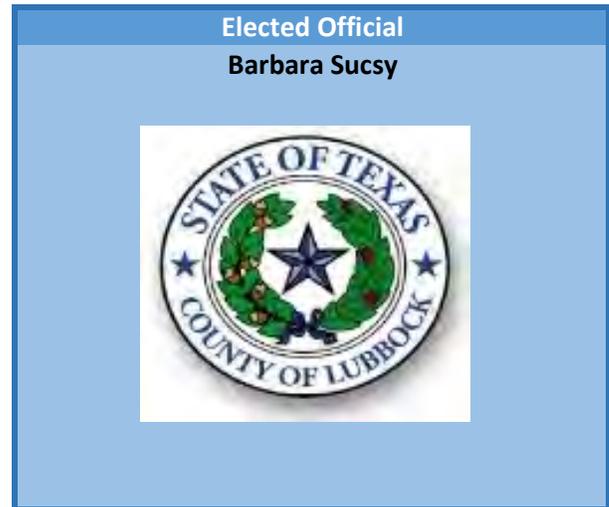
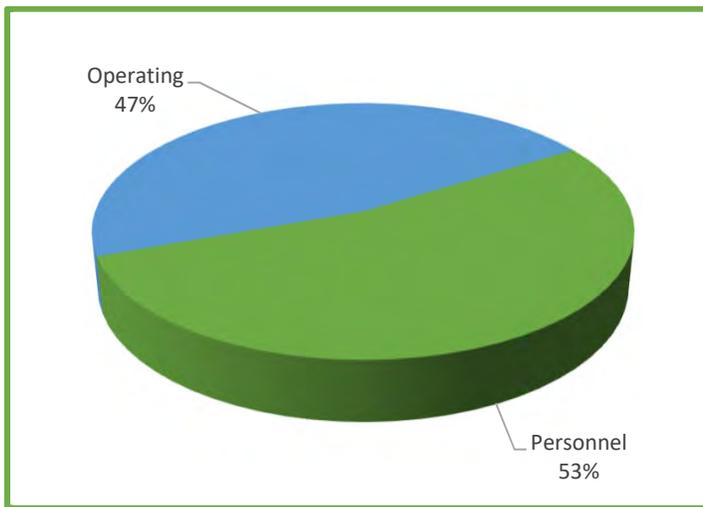
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 DISTRICT CLERK RECORDS MGT AND PRESERVATION

G/L 090

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	19,650	18,800	18,800
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	1,460	600	600
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 21,110	\$ 19,400	\$ 19,400
EXPENDITURES			
Personnel	2,929	22,251	22,251
Operating	14,277	8,200	19,450
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 3,903	\$ (11,051)	\$ (22,301)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	73,807	77,710	66,659
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 77,710	\$ 66,659	\$ 44,358

Lubbock County has four preservation funds, County Clerk, District Clerk, Commissioners' Court, and Court Record. A defendant convicted of an offense in a county court, a county court at law, or a district court is required to pay a records management and preservation fee. The fee was approved by the State legislature to help fund the requirement to maintain certain records for an extended period of time for the District Clerk.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 2,929.09	\$ 22,251.00	\$ 22,251.00
Operating	\$ 14,277.08	\$ 8,200.00	\$ 19,450.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 17,206.17	\$ 30,451.00	\$ 41,701.00



Major Accomplishments in 2020:

- Purchased court shucks.
- Continued accepting and organizing storage of exhibits from court reporters and have scanned and filed those exhibits.
- Assisted retiring court reporters with transition of exhibits from their storage areas to our exhibit room.
- Reviewed State Library guidelines on retention of capital case and permanent exhibits.

Goals for 2021:

- Work with Courts to receive more exhibits, notes and tapes from various court reporter closets, destroy those exhibits, notes and tapes subject to Texas State Library retention schedules.
- Organize items to be destroyed for shredding by Goodwill Industries.
- Accurately label, organize, and store all exhibits, notes and tapes which are not subject to the Texas State Library retention schedules.
- Continue to scan all exhibits which are permanent records.
- Train another seasonal employee to utilize State Library retention schedules to cull out nonessential records at the warehouse.

District Clerk Records Preservation employs temporary staff, which is not a counted classification.

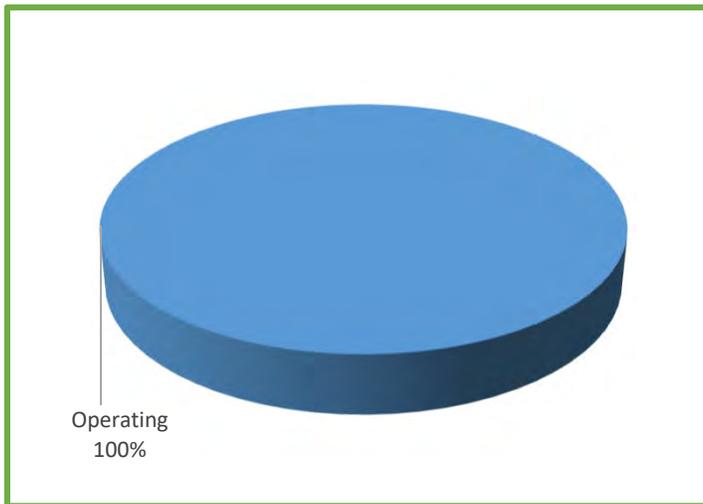
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 DISTRICT COURT RECORD TECHNOLOGY

G/L 102

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	33,946	32,000	32,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,200	1,500	1,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 36,147	\$ 33,500	\$ 33,500
EXPENDITURES			
Personnel	-	-	-
Operating	20,350	47,179	64,250
Capital	25,000	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (9,203)	\$ (13,679)	\$ (30,750)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	126,125	116,922	103,243
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 116,922	\$ 103,243	\$ 72,493

The Commissioners' Court adopts a district court records archive fee as allowed under Government Code Section 51.305. The fee is for preservation and restoration services performed in connection with maintaining district court records.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 20,350.00	\$ 47,179.00	\$ 64,250.00	
Capital	\$ 25,000.00	\$ -	\$ -	
Total Budget	\$ 45,350.00	\$ 47,179.00	\$ 64,250.00	



Elected Official
Barbara Sucsy

Major Accomplishments in 2020:

- Additional record/judgment books stored at the warehouse will be restored and preserved. These books were deteriorating due to age and storage conditions.

Goals for 2021:

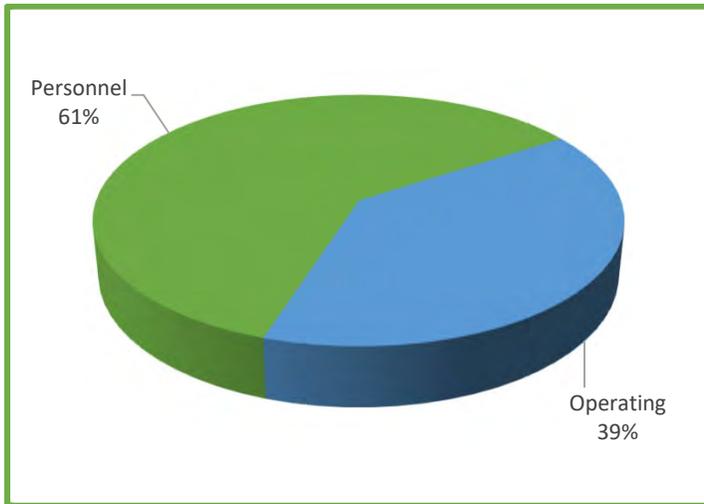
- Continue to restore and preserve record/judgment books to prevent deterioration of historical records.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	198,140	213,000	199,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 198,140	\$ 213,000	\$ 199,000
EXPENDITURES			
Personnel	110,405	134,080	120,890
Operating	79,666	78,920	78,110
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 8,069	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	5,596	13,665	13,665
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 13,665	\$ 13,665	\$ 13,665

This fund is used for the purpose of providing money for services authorized under Texas Family Code, Chapter 203.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 110,405.04	\$ 134,080.00	\$ 120,890.00
Operating	\$ 79,666.08	\$ 78,920.00	\$ 78,110.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 190,071.12	\$ 213,000.00	\$ 199,000.00



Appointed Official
D. Gene Valentini

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath of olive and live oak branches, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

Major Accomplishments in 2020:

- OAG contract for Community Supervision renewed for next fiscal year.

Goals for 2021:

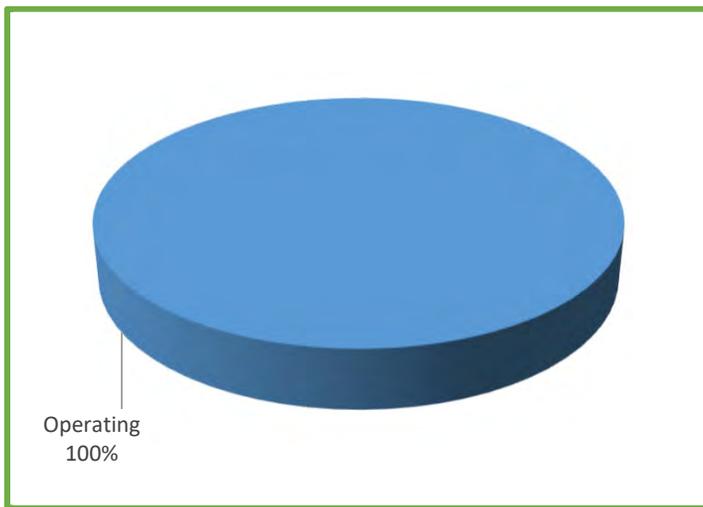
- Increase collection percentage for Community Supervision.
- Obtain IV-D funding to expand Domestic Relations Office services, including Friend of Court activities, Rule 145 expenses on Supervised Visitation, etc.
- Enhance reporting process with dedicated phone line and voicemail, making staff time more efficient.

Staff by Classification	FY19	FY20	FY21
Clerical	3	3	2

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	25,696	67,700	67,700
Fines/Forfeitures	-	-	-
Interest	2,136	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 27,832	\$ 67,700	\$ 67,700
EXPENDITURES			
Personnel	-	-	-
Operating	37,848	61,500	67,700
Capital	-	6,200	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (10,016)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	204,464	194,448	194,448
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 194,448	\$ 194,448	\$ 194,448

Lubbock County is allowed to charge all entities a 10% administrative fee for conducting their elections. As per Texas Elections Administrative Code, a fee charged by the officer may not exceed 10% of the total amount of the contract, but may not be less than \$75 and cannot be considered as part of the County's General Revenue Fund.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 37,847.99	\$ 61,500.00	\$ 67,700.00
Capital	\$ -	\$ 6,200.00	\$ -
Total Budget	\$ 37,847.99	\$ 67,700.00	\$ 67,700.00



Elections Administrator
Dorothy Kennedy

Major Accomplishments in 2020:

- Our department was able to use funds from the 10% Election Administration Fee to maintain and pay licensing fees for our website www.votelubbock.org, Election Night Reporting program and Control. The website houses voting results for past elections, voters are able to check voter registration status, and various other items pertaining to voters and elections.

Goals for 2021:

- Continue using funds from this account to maintain Elections Department website and all items associated with it.
- Use funds to help fund travel for continuing education classes and conferences to achieve and maintain staff's CERA certifications.

Performance Measures	FY18	FY19	FY20
Number of Contracts	15	N/A	N/A

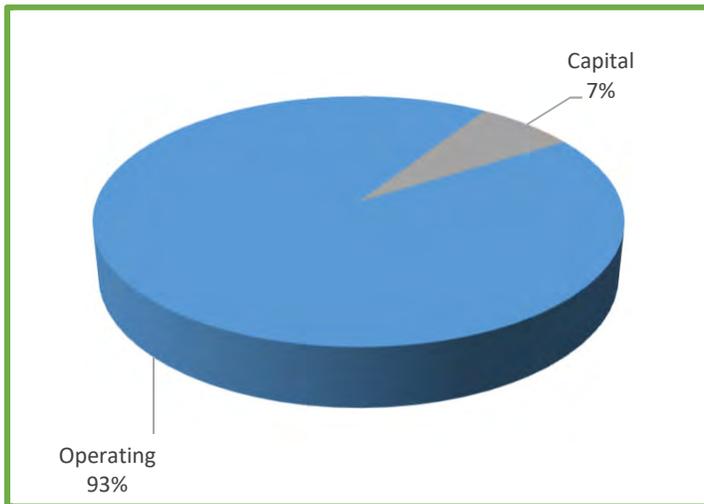
**10% fee is allowable under Texas Election Code Section 31.100(d).

**Texas Administrative Code Title 1, Part 4, Chapter 81, Subchapter H, Rule §81.161.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	58,542	79,500	79,500
Fines/Forfeitures	-	-	-
Interest	5,830	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 64,372	\$ 79,500	\$ 79,500
EXPENDITURES			
Personnel	-	-	-
Operating	79,500	79,500	79,500
Capital	-	-	6,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (15,128)	\$ -	\$ (6,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	391,102	375,974	375,974
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 375,974	\$ 375,974	\$ 369,974

This fund contains monies charged to the parties and entities for the rental of Controller, Touch, and Touch with Access. Monies expended from this fund are used to replace or to purchase more electronic voting equipment.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 79,500.00	\$ 79,500.00	\$ 79,500.00	\$ 79,500.00
Capital	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00
Total Budget	\$ 79,500.00	\$ 79,500.00	\$ 85,500.00	\$ 85,500.00



Elections Administrator
Dorothy Kennedy

The image shows the official seal of the County of Lubbock, Texas. It features a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

Major Accomplishments in 2020:

- Continue collecting funds from rental of new election equipment for future election equipment purchases.
- Used some of the funds to replace IVR system that was lost due to water damage.
- Was able to use some of the funds to pay for an Extended Warranty for the Hart Verity election equipment.

Goals for 2021:

- Continue accruing these funds for future electronic election equipment purchases.
- Be able to use some of these funds for an Extended Warranty for the Hart Verity election equipment.
- To be able to use funds from this account to replace our 13 year old plotter.
- Evaluate raising the rental fee of the election equipment.

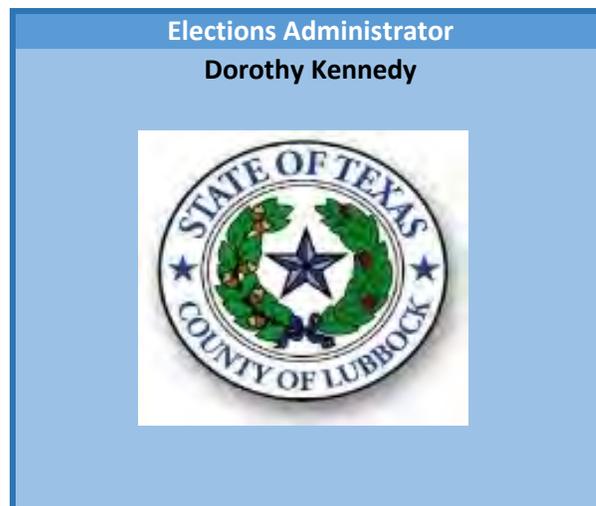
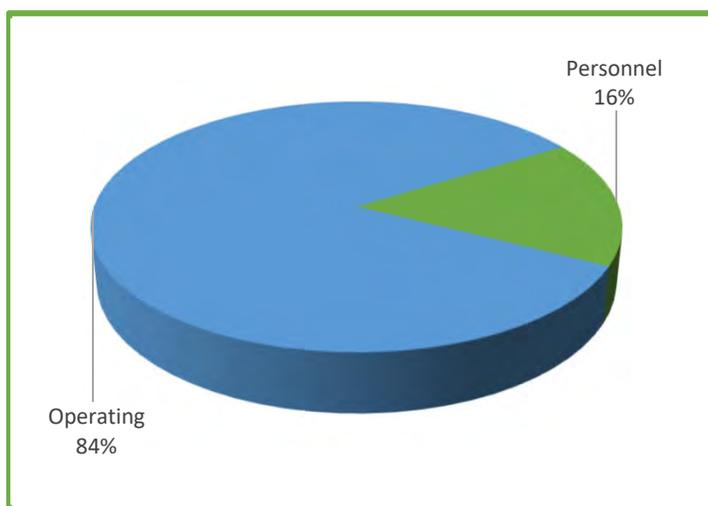
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 ELECTION SERVICES

G/L 083

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	197,913	769,775	769,775
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 197,913	\$ 769,775	\$ 769,775
EXPENDITURES			
Personnel	25,207	126,258	126,258
Operating	172,706	643,517	643,517
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	119,333	119,333	119,333
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 119,333	\$ 119,333	\$ 119,333

Reimbursable services provided to the Lubbock County Democratic and Republican parties, Lubbock County cities, schools, and other political subdivisions as well as election services for those entities within Lubbock County that have voters in outlying counties. Lubbock County provides all services related to conducting elections for the above mentioned entities and parties in regards to their needs for their elections and then the entities reimburse Lubbock County.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 25,206.57	\$ 126,258.00	\$ 126,258.00
Operating	\$ 172,706.11	\$ 643,517.00	\$ 643,517.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 197,912.68	\$ 769,775.00	\$ 769,775.00



Major Accomplishments in 2020:

- Successfully conducted November 2018 Constitutional Amendment Election and March 2020 Joint Primary Election .
- Maintained a balanced election budget.
- With the help of Purchasing Department and Emergency Management Office, we were able to procure enough health supplies to meet the Health Protocols set out by the Texas Secretary of State's Office for the poll workers and voters for the July 14, 2020 Democratic and Republican Joint Primary Runoff.
- With the approval of the Commissioner's Court, we were able to procure HAVA CARES Act Grant funding to help pay for some of the Health Protocols supplies.

Goals for 2021:

- Conduct secure and transparent elections for those 20 entities that will contract with Lubbock County.
- Educate contracting entities and their staff on changes to voting due to COVID-19.
- Continue training staff in maintaining and documenting receipts in order to bill contracting entities for their elections.
- Continue training staff on how to audit billing cost as they go so that they may produce the entity invoices.
- Implement recommended changes due to COVID-19 from the CDC, Texas Secretary of State, County and Local governments and polling location partners.

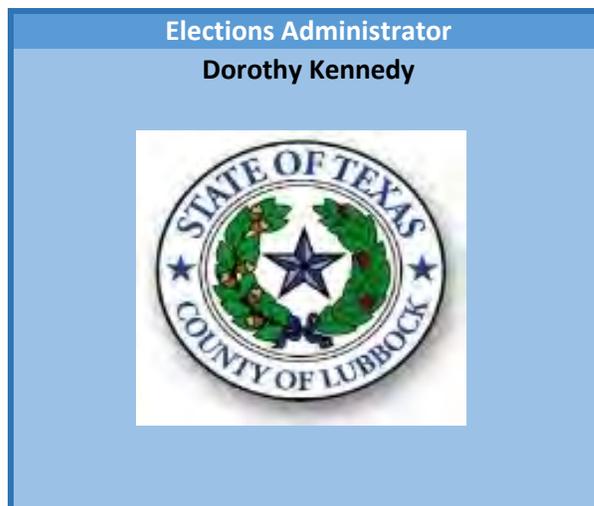
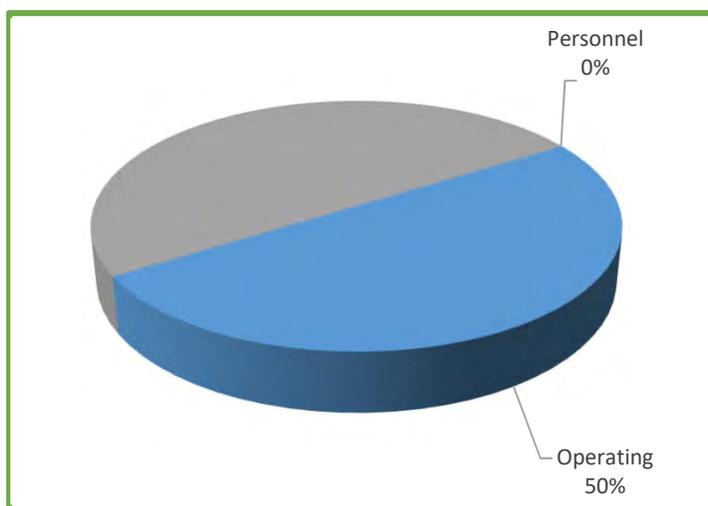
Performance Measures	FY18	FY19	FY20
Number of County Elections	1	N/A	N/A
Number of Contracted Elections	15	N/A	4
Election Workers Trained	507	N/A	475
Total Mail Ballot Requests	9,400	N/A	9,998

* Staff is composed of County employees (already counted in other departmental funds) and non-County staff from a third party.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	200,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 200,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	100,000
Capital	-	-	100,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Emergency funds made available to prevent, prepare for, and respond to the coronavirus for the 2020 federal election cycle. The amounts are awarded based on voter registration activity for the most recent voting year. Funds may be used for additional voting processes, staffing, security and training, communications, supplies, and equipment necessary to help mitigate the spread of the coronavirus during the election process.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ 100,000.00
Capital	\$	-	\$	-	\$ 100,000.00
Total Budget	\$	-	\$	-	\$ 200,000.00



Major Accomplishments in 2020:

- Successfully conducted November 2018 Constitutional Amendment Election and March 2020 Joint Primary Election .
- Maintained a balanced election budget.
- With the help of Purchasing Department and Emergency Management Office, we were able to procure enough health supplies to meet the Health Protocols set out by the Texas Secretary of State's Office for the poll workers and voters for the July 14, 2020 Democratic and Republican Joint Primary Runoff.
- With the approval of the Commissioner's Court, we were able to procure HAVA CARESAct Grant funding to help pay for some of the Health Protocols supplies.

Goals for 2021:

- Conduct secure and transparent elections for those 20 entities that will contract with Lubbock County.
- Educate contracting entities and their staff on changes to voting due to COVID-19.
- Continue training staff in maintaining and documenting receipts in order to bill contracting entities for their elections.
- Continue training staff on how to audit billing cost as they go so that they may produce the entity invoices.
- Implement recommended changes due to COVID-19 from the CDC, Texas Secretary of State, County and Local governments and polling location partners.

LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 HISTORICAL CANNON RESTORATION

G/L 089

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	95	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 95	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	95	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	5,187	-
NET REVENUE (EXPENDITURES)	\$ -	\$ (5,187)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	5,187	5,187	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,187	\$ -	\$ -

The purpose of the Historical Cannon Restoration is to promote and restore a historic WWI cannon used in Lubbock County.

Adopted Budget for the Fiscal Year 2020-2021

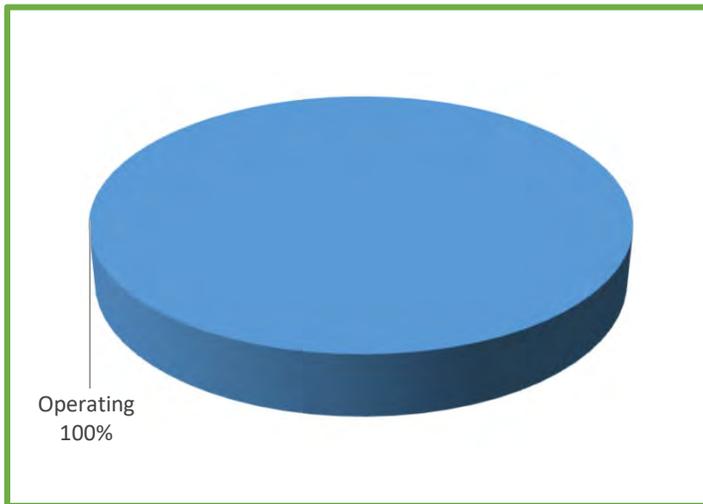
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 95.00	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 95.00	\$ -	\$ -



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	9,975	600	600
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	8,100	8,100	5,750
TOTAL REVENUE	\$ 18,075	\$ 8,700	\$ 6,350
EXPENDITURES			
Personnel	-	-	-
Operating	7,236	12,775	6,350
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 10,839	\$ (4,075)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	350	11,189	7,114
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 11,189	\$ 7,114	\$ 7,114

The purpose of the Lubbock County Historical Commission is to identify, protect and interpret the history of Lubbock County.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 7,235.79	\$ 12,775.00	\$ 6,350.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 7,235.79	\$ 12,775.00	\$ 6,350.00	



Historical Commission Liaison
Lindsey Diaz

Major Accomplishments in 2020:

- Received the 2019 Distinguished Service Award for the Historical Commission.
- Dedication for the First Christian Church was held November 17, 2019 in partnership with the church.
- The LCHC social media presence, the Facebook page, "Historic Lubbock County," now has over 5,120 likes and 5,231 followers. 5,000 is a milestone and big coverage compared with most other county historical commission pages. LCHC uses the Facebook platform to both educate and celebrate; LCHC published more than 100 posts ranging from Marker Monday to obscure Lubbock facts.
- Markers approved by THC were the Texas Tech Alumni Association, St. John 's Methodist Church and County Line Community. The County Line Cemetery, Restlawn Mausoleum (Wilson's Funeral Home and Mausoleum) and Wolfforth Cemetery were designated Texas Historic Cemeteries. Replacement markers for John Bradford Knapp and Mt. Gilead Church were ordered.

Goals for 2021:

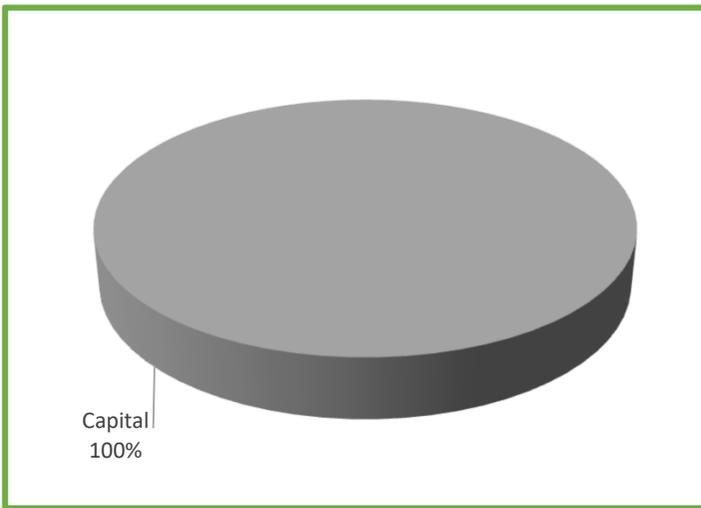
- Submit applications for two county-funded historic markers plus any privately-funded ones.
- Conduct dedication ceremonies for approved markers when received and reduce costs by using more electronic invitations.
- Participate in the THC's state meeting.
- Continue public awareness of Lubbock's historical heritage through Texas Historical Marker information, educational programs and electronic media.

Performance Measures	FY18	FY19	FY20
Number of Markers Unveiled	3	5	2

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	75,125	182,927	135,962
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 75,125	\$ 182,927	\$ 135,962
EXPENDITURES			
Personnel	-	-	-
Operating	8,000	26,956	-
Capital	67,125	155,971	135,962
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The Homeland Security/Hazard Mitigation grant is designated to fund the development of a Federal Emergency Management Agency (FEMA) approved county-wide Hazard Mitigation Action Plan for the South Plains Association of Governments. FEMA requires the Hazard Mitigation Actions Plans be updated and approved every five years.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 8,000.00	\$ 26,956.00	\$ -
Capital	\$ 67,125.20	\$ 155,971.00	\$ 135,962.00
Total Budget	\$ 75,125.20	\$ 182,927.00	\$ 135,962.00



Project Manager
Clinton Thetford

The seal of the State of Texas, County of Lubbock. It features a central five-pointed star surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' are arched above the star, and 'COUNTY OF LUBBOCK' is arched below it. Two smaller stars are positioned on either side of the central star.

LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 HOT AND SHORT TERM VEHICLE RENTAL TAX

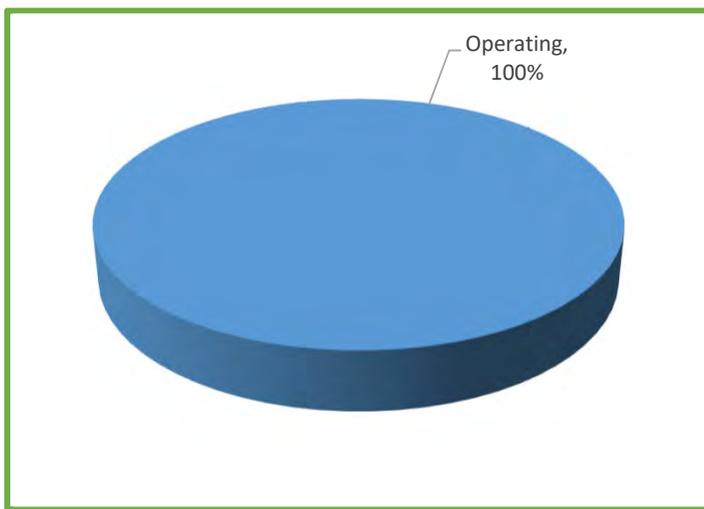
G/L 079

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 736,712	\$ 2,525,000	\$ 2,105,000
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	5,000	15,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 736,712	\$ 2,530,000	\$ 2,120,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	2,530,000	2,120,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 736,712	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	736,712	736,712
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 736,712	\$ 736,712	\$ 736,712

On November 6, 2018 a majority of the voters of the County voted in favor of the County providing for the planning, acquisition, development, establishment, renovation and financing of a Venue Project, and to impose a hotel occupancy tax not to exceed 5% and a short-term motor vehicle rental tax not to exceed 5% for the purpose of financing the Venue Project. This fund accounts for the collection of those funds.

Adopted Budget for the Fiscal Year 2020-2021

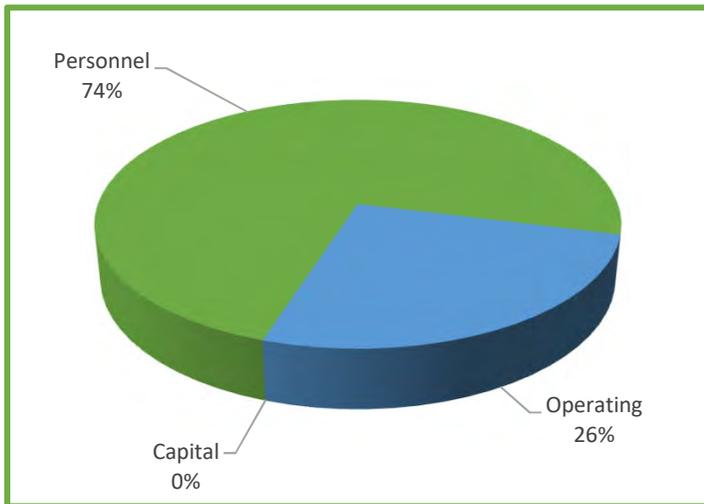
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 2,530,000.00	\$ 2,120,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ 2,530,000.00	\$ 2,120,000.00



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 101,445	\$ 107,364	\$ 112,360
Intergovernmental	-		
Fees	-		
Commissions	-		
Charges for Service	-		
Fines/Forfeitures	-		
Interest	4,360	5,000	5,000
Other Revenue	6,570	6,200	6,200
Licenses/Permits	-		
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 112,375	\$ 118,564	\$ 123,560
EXPENDITURES			
Personnel	60,827	67,079	91,316
Operating	11,546	16,387	32,244
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 40,002	\$ 35,098	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	192,156	232,158	267,256
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 232,158	\$ 267,256	\$ 267,256

Expenditures from the Park Funds are generally for the operation, repair, maintenance, and upkeep associated with county owned parks. The majority of revenue comes from ad valorem taxes, along with some interest income and miscellaneous usage fees.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 60,827.38	\$ 67,079.00	\$ 91,316.00
Operating	\$ 11,545.71	\$ 16,387.00	\$ 32,244.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 72,373.09	\$ 83,466.00	\$ 123,560.00



Elected Official
Gilbert Flores

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Staff by Classification	FY19	FY20	FY21
Trades & Technical	1	0	0
Regular Part-Time	1	1	1

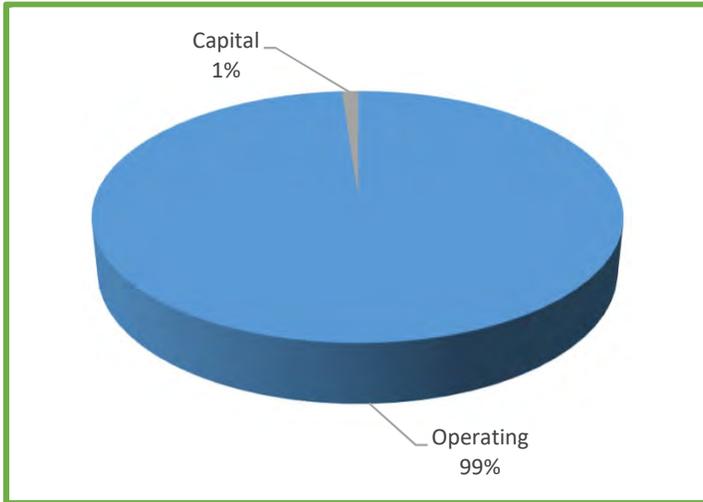
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 INMATE SUPPLY

G/L 124

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	41,656	17,000	17,000
Other Revenue	923,621	830,000	847,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 965,277	\$ 847,000	\$ 864,000
EXPENDITURES			
Personnel	-	-	-
Operating	651,438	837,000	854,000
Capital	-	10,000	10,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 313,839	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,631,419	2,945,258	2,945,258
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,945,258	\$ 2,945,258	\$ 2,945,258

This is a discretionary fund of the Sheriff's Office. It is used to maintain the Sheriff's Commissary accounts.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 651,438.16	\$ 837,000.00	\$ 854,000.00
Capital	\$ -	\$ 10,000.00	\$ 10,000.00
Total Budget	\$ 651,438.16	\$ 847,000.00	\$ 864,000.00



Elected Official
Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	65,109	136,830	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	12,135	95,825	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 77,244	\$ 232,655	\$ -
EXPENDITURES			
Personnel	1,075	3,534	-
Operating	76,169	229,121	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Provide coordinated and accessible mental health services for people with mental illnesses who come in contact with the criminal justice system of Lubbock County by: collecting data, developing screening and assessment tools, and collecting baseline data on the general inmate population.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ 1,075.03	\$ 3,534.00	\$ -	-
Operating	\$ 76,169.09	\$ 229,121.00	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ 77,244.12	\$ 232,655.00	\$ -	-



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	25,002	17,990	-
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	5,433	2,871	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 30,435	\$ 20,861	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	10,466	9,022	-
Capital	75,000	-	-
OTHER SOURCES (USES)			
Transfers out	-	314,308	-
NET REVENUE (EXPENDITURES)	\$ (55,031)	\$ (302,469)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	357,500	302,469	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 302,469	\$ -	\$ -

This fund was established in FY 2006 to account for fees collected upon conviction of a misdemeanor offense in a justice court. Funds can only be utilized to finance the purchase and maintenance of technological enhancements for justice courts and for the cost of continuing education and training regarding technological enhancements for judges and justice court clerks.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	10,465.80	\$	9,022.00	\$ -
Capital	\$	75,000.00	\$	-	\$ -
Total Budget	\$	85,465.80	\$	9,022.00	\$ -

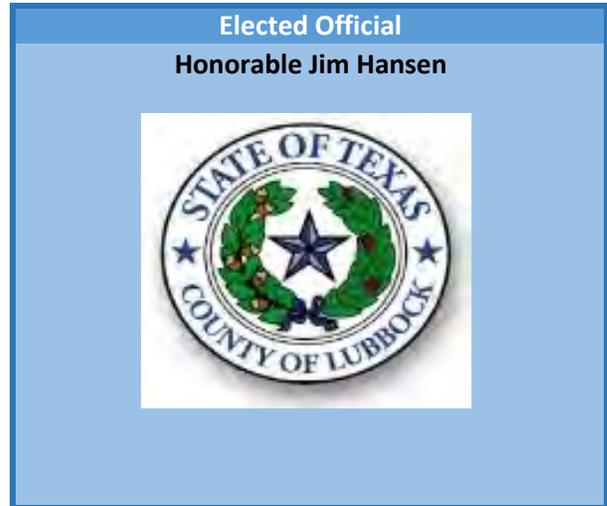
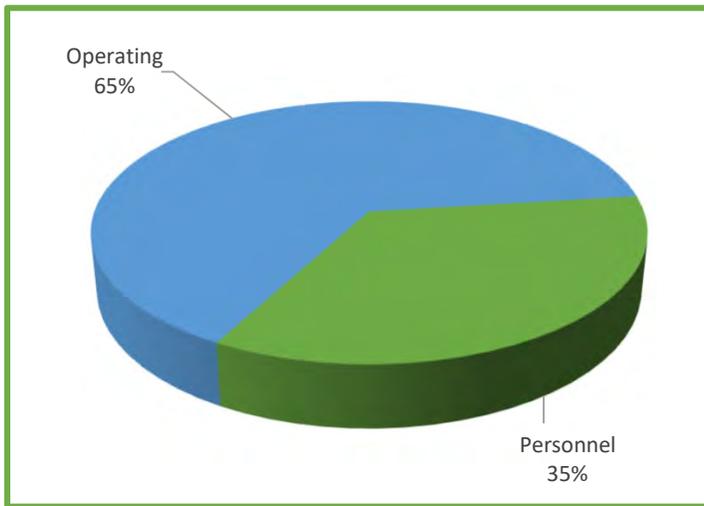


Note: The Justice Court Technology Fund was closed and divided into four funds, one for each of the Justice Courts.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	7,500
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	-	-	1,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	78,938	-
TOTAL REVENUE	\$ -	\$ 78,938	\$ 9,000
EXPENDITURES			
Personnel	-	-	20,253
Operating	-	-	37,900
Capital			
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 78,938	\$ (49,153)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	78,938
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 78,938	\$ 29,785

This fee was established in FY 2006 to account for the fees collected upon conviction of a misdemeanor offense in a justice court. Prior to January 1, 2020, funds could only be utilized to finance the purchase and maintenance of technological enhancements for justice courts as well as continuing education and training regarding technological enhancements. Starting January 1, 2020, LGC Sec. 134.103 allocates 28.5714% of the revenues collected from the Local Court Cost fee to this fund. Now these funds may also be utilized to include salaries for technology.

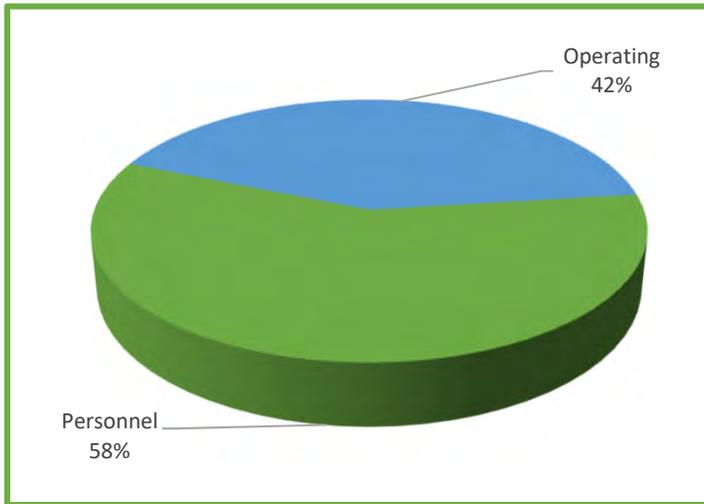
Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ 20,253.00
Operating	\$ -	\$ -	\$ 37,900.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ 58,153.00



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	2,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	-	-	333
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	107,791	-
TOTAL REVENUE	\$ -	\$ 107,791	\$ 2,333
EXPENDITURES			
Personnel	-	-	27,812
Operating	-	-	20,000
Capital			
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 107,791	\$ (45,479)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	107,791
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 107,791	\$ 62,312

This fee was established in FY 2006 to account for the fees collected upon conviction of a misdemeanor offense in a justice court. Prior to January 1, 2020, funds could only be utilized to finance the purchase and maintenance of technological enhancements for justice courts as well as continuing education and training regarding technological enhancements. Starting January 1, 2020, LGC Sec. 134.103 allocates 28.5714% of the revenues collected from the Local Court Cost fee to this fund. Now these funds may also be utilized to include salaries for technology.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ 27,812.00
Operating	\$ -	\$ -	\$ 20,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ 47,812.00



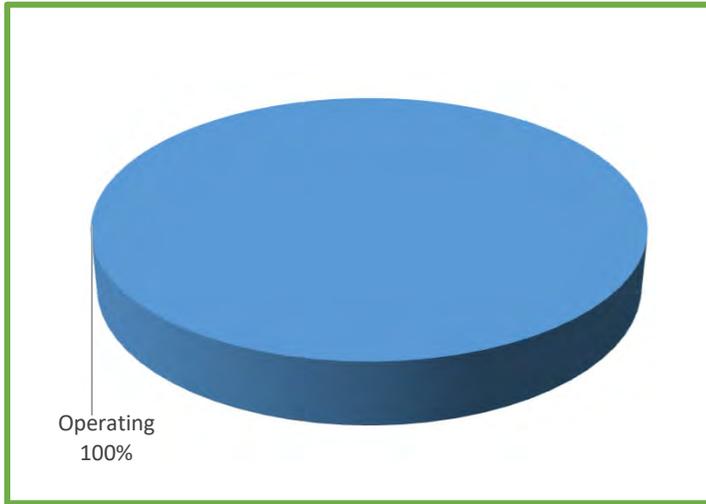
Elected Official
Honorable Susan Rowley

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	2,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	-	-	101
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	32,297	-
TOTAL REVENUE	\$ -	\$ 32,297	\$ 2,101
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	8,100
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 32,297	\$ (5,999)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	32,297
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 32,297	\$ 26,298

This fee was established in FY 2006 to account for the fees collected upon conviction of a misdemeanor offense in a justice court. Prior to January 1, 2020, funds could only be utilized to finance the purchase and maintenance of technological enhancements for justice courts as well as continuing education and training regarding technological enhancements. Starting January 1, 2020, LGC Sec. 134.103 allocates 28.5714% of the revenues collected from the Local Court Cost fee to this fund. Now these funds may also be utilized to include salaries for technology.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ -	\$ 8,100.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ 8,100.00



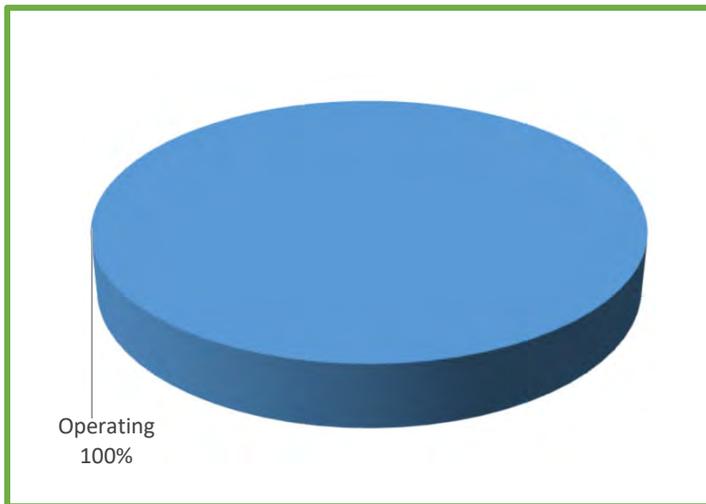
Elected Official
Honorable Aurora Chides Hernandez

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' are at the top and 'COUNTY OF LUBBOCK' are at the bottom.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	7,330
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	-	-	300
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	96,986	-
TOTAL REVENUE	\$ -	\$ 96,986	\$ 7,630
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	8,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 96,986	\$ (870)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	96,986
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 96,986	\$ 96,116

This fee was established in FY 2006 to account for the fees collected upon conviction of a misdemeanor offense in a justice court. Prior to January 1, 2020, funds could only be utilized to finance the purchase and maintenance of technological enhancements for justice courts as well as continuing education and training regarding technological enhancements. Starting January 1, 2020, LGC Sec. 134.103 allocates 28.5714% of the revenues collected from the Local Court Cost fee to this fund. Now these funds may also be utilized to include salaries for technology.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ -	\$ -	\$ 8,500.00	
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ 8,500.00	



Elected Official
Honorable Lance Cansino

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' are at the top and 'COUNTY OF LUBBOCK' are at the bottom.

LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 JUVENILE DETENTION

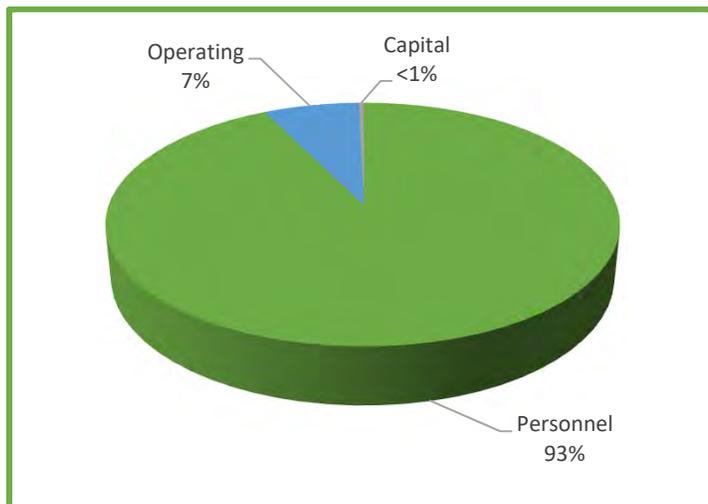
G/L 055

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	311,925	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	1,012,693	500,000	500,000
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	2,385,298	4,002,836	4,004,336
TOTAL REVENUE	\$ 3,709,915	\$ 4,502,836	\$ 4,504,336
EXPENDITURES			
Personnel	3,462,891	4,173,764	4,174,264
Operating	233,532	313,072	314,072
Capital	13,493	16,000	16,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 3,462,890.59	\$ 4,173,764.00	\$ 4,174,264.00
Operating	\$ 233,532.26	\$ 313,072.00	\$ 314,072.00
Capital	\$ 13,492.58	\$ 16,000.00	\$ 16,000.00
Total Budget	\$ 3,709,915.43	\$ 4,502,836.00	\$ 4,504,336.00



Appointed Official
William A. Carter II

Major Accomplishments in 2020:

- This fund is the basic operating fund for our secure facility including pre-adjudication and post adjudication. It includes state funding for Mental Health. Our Sex Offender unit is funded with this fund. The major accomplishment for this fund is that it continues to divert youth from very costly residential placement outside of Lubbock County and diverted numerous youth from commitment to the state facility.

Goals for 2021:

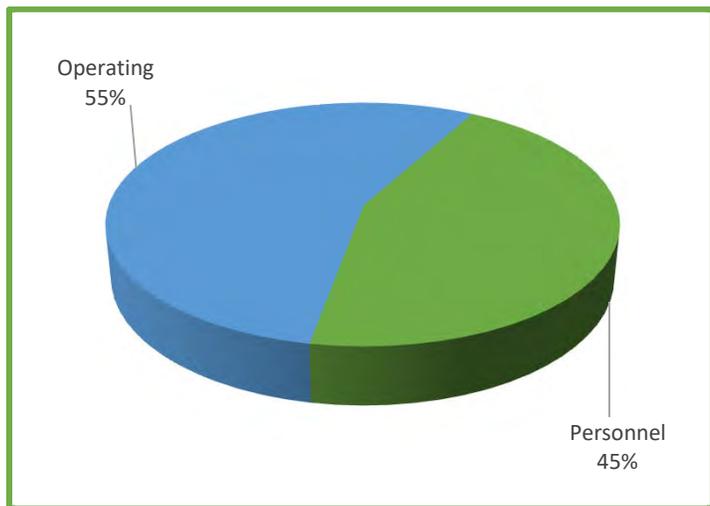
- Continue to work with a larger population of juveniles than in recent past years.

Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Professional	3	3	3
Public Safety	59	59	59
Clerical	1	1	1
Regular Part-Time	3	3	3

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	177,708	157,449	157,449
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	180,160	222,789	224,789
TOTAL REVENUE	\$ 357,868	\$ 380,238	\$ 382,238
EXPENDITURES			
Personnel	131,426	171,288	171,288
Operating	226,441	208,950	210,950
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes General Fund Transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 131,426.40	\$ 171,288.00	\$ 171,288.00
Operating	\$ 226,441.27	\$ 208,950.00	\$ 210,950.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 357,867.67	\$ 380,238.00	\$ 382,238.00



Appointed Official
William A. Carter II

The seal features a central five-pointed star surrounded by a wreath of olive and live oak branches. The words "STATE OF TEXAS" are inscribed in a circle above the star, and "COUNTY OF LUBBOCK" is inscribed below it.

Major Accomplishments in 2020:

- Completed a federal food service audit and passed with a few minor corrective action items.
- Met all the National School Lunch Program requirements to provide healthy food for the juveniles in our care.
- Received federal grants to provide needed kitchen equipment.

Goals for 2021:

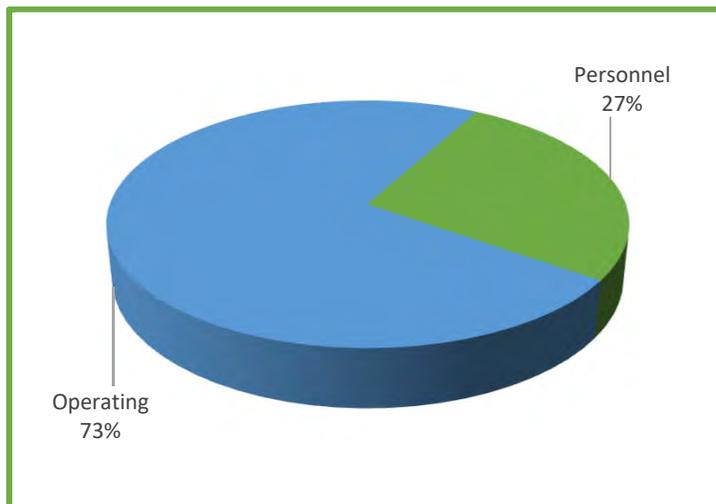
- Continue to meet all the National School Lunch Program requirements to provide healthy food for the juveniles in our care.

Staff by Classification	FY19	FY20	FY21
Trades & Technical	3	3	3

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	4,635	5,000	5,000
Fines/Forfeitures			
Interest	100,076	32,000	75,000
Other Revenue	1,849	3,000	2,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	6,000,000	6,000,000	4,216,154
TOTAL REVENUE	\$ 6,106,560	\$ 6,040,000	\$ 4,298,154
EXPENDITURES			
Personnel	1,622,595	1,940,149	1,939,649
Operating	285,376	394,097	407,151
Capital	31,155	-	-
OTHER SOURCES (USES)			
Transfers out	2,896,879	2,665,631	4,921,779
NET REVENUE (EXPENDITURES)	\$ 1,270,554	\$ 1,040,123	\$ (2,970,425)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,997,752	5,268,306	6,308,429
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,268,306	\$ 6,308,429	\$ 3,338,004

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 1,622,594.98	\$ 1,940,149.00	\$ 1,939,649.00
Operating	\$ 3,182,255.04	\$ 3,059,728.00	\$ 5,328,930.00
Capital	\$ 31,155.00	\$ -	\$ -
Total Budget	\$ 4,836,005.02	\$ 4,999,877.00	\$ 7,268,579.00



Appointed Official
William A. Carter II

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath of olive and live oak branches, with the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' inscribed around the perimeter.

Major Accomplishments in 2020:

- The Lubbock County Juvenile Probation Department successfully handled a significant increase in juvenile referrals within the allotted budget.
- The Lubbock County Juvenile Probation Department, utilizing the Noble P.A.C.T. Risk and Needs Assessment Tool, diverted more first time offenders from further activity in the juvenile justice system.

Goals for 2021:

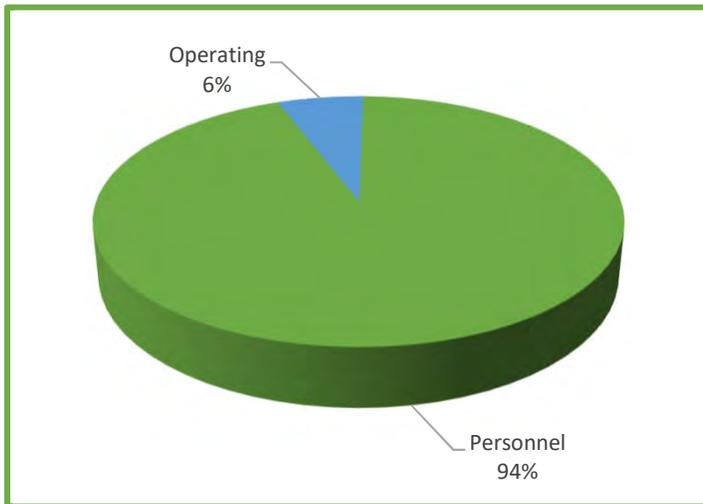
- Continue to develop a vocational education program designed to provide job skills to young adults, both male and female, by providing instruction in wood working, metal working and nursing skills.
- Continue to work with at risk youth in an effort to divert them from the criminal justice system.

Performance Measures	FY18	FY19	FY20
Juveniles Served	26,184	19,423	21,166
Community Service Hours Performed	8,528	10,354	10,094
Staff by Classification	FY19	FY20	FY21
Appointed	1	1	1
Administrative	2	2	2
Professional	16	16	16
Trades & Technical	1	1	1
Public Safety	4	4	4
Clerical	3	3	3

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental	352,395	425,000	425,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	1,895	1,895
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	143,621	183,909	175,000
TOTAL REVENUE	\$ 496,016	\$ 610,804	\$ 601,895
EXPENDITURES			
Personnel	469,517	565,304	565,304
Operating	26,499	45,500	36,591
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 469,516.52	\$ 565,304.00	\$ 565,304.00
Operating	\$ 26,499.37	\$ 45,500.00	\$ 36,591.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 496,015.89	\$ 610,804.00	\$ 601,895.00



Appointed Official
William A. Carter II

The seal of Lubbock County, Texas, featuring a central five-pointed star surrounded by a wreath, with the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- Continued to provide juveniles who have been expelled for any discretionary offense from their regular campus a place to continue their education.
- Continued to work with "at-risk" youth who are referrals from their home campus or parents but not yet committed a delinquent act.
- Enhanced services provided to the Juvenile Case Manager that is a City of Lubbock funded program.

Goals for 2021:

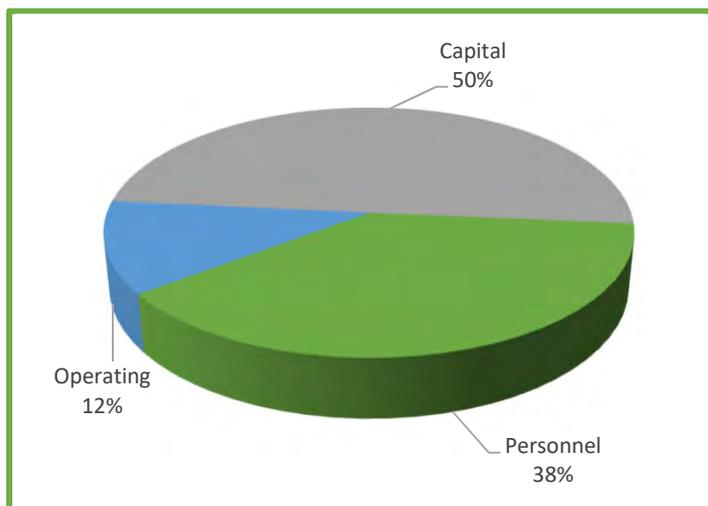
- Continue to provide juveniles who have been expelled for any discretionary offense from their regular campus a place to continue their education.
- Continue to work with "at-risk" youth who are referrals from their home campus or parents but not yet committed a delinquent act.
- Focus on service learning and vocational training for the older aged juveniles.

Staff by Classification	FY19	FY20	FY21
Public Safety	8	8	8

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	170,459	172,200	172,200
Fines/Forfeitures	-	-	-
Interest	173	-	-
Other Revenue	540	300	200
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	8,198	9,353	26,505
TOTAL REVENUE	\$ 179,369	\$ 181,853	\$ 198,905
EXPENDITURES			
Personnel	58,690	64,192	76,088
Operating	23,493	19,286	23,648
Capital	82,317	98,375	99,169
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 14,870	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,055	16,925	16,925
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 16,925	\$ 16,925	\$ 16,925

The Law Library Fund provides library services to residents, attorneys, judges, and county departments for researching areas of the law. These services are provided by fees collected on court case filings that are set at a level that will sufficiently operate the department.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ 58,689.58	\$ 64,192.00	\$ 76,088.00	
Operating	\$ 23,492.81	\$ 19,286.00	\$ 23,648.00	
Capital	\$ 82,317.40	\$ 98,375.00	\$ 99,169.00	
Total Budget	\$ 164,499.79	\$ 181,853.00	\$ 198,905.00	



Librarian
Michele Campbell

Major Accomplishments in 2020:

- **MANAGEMENT:** learned the prose process; revised library policies and daily logistics, including operating hours; networked with other county law librarians; joined SWALL; became a notary of my own accord; recruited/trained a substitute; teamed with the DRC to help pro se patrons; worked with a library volunteer; spoke/presented at a Lubbock Lion's Club Luncheon; participated in county's online auction; initiated one contract renewal and one contract amendment; submitted my first county departmental budget.
- **PHYSICAL SPACE:** with the help of Maintenance, had electrical outlets and switch plates fixed and the large conf. room, the library office, and file room painted; removed outdated furniture; brought from home and purchased with personal funds, decor for library and conference room; began updating signage for stacks; rearranged book sections; began working on lending library for county employees.
- **DIGITAL:** with the aid of Tech Support, resolved long-standing problems with prose computers, the network printer, and Westlaw; created a digital presence for the library with a Facebook page and a digital newsletter for all citizens and employees; built a comprehensive website.

Goals for 2021:

- Replace the paper sign-in process with an online form to be able to generate detailed reports on usage and to determine which areas of the county utilize the library the most.
- Participate in continuing ed., training, and networking in order to determine best practices.
- Complete remaining signage for stacks and perimeter walls to make print materials readily accessible to patrons.

Performance Measures	FY18	FY19	FY20
Library Patrons	3,997	N/A	1,125
Library Volumes	14,516	N/A	N/A
Texas Law Forms Distributed	960	N/A	1,407
Inmate Letters Answered	365	N/A	N/A
Social Media Reach	N/A	N/A	3,993
Staff by Classification	FY19	FY20	FY21
Professional	1	1	1

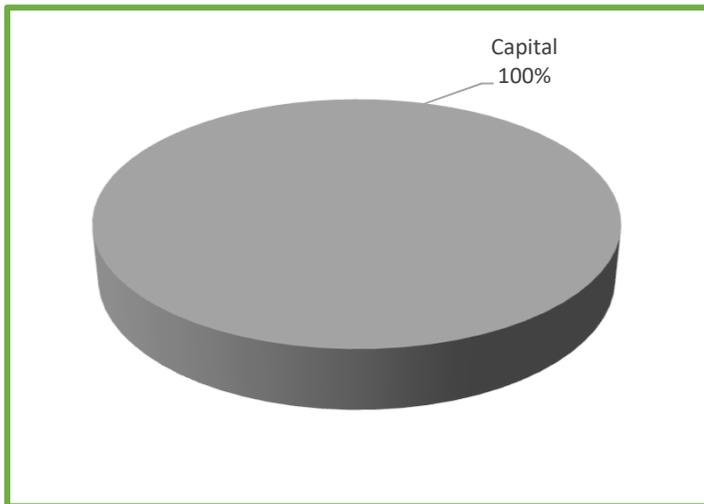
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 LCETRZ NO1 TAX INCREMENT FUND

G/L 043

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	6,817	3,000	3,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	145,950	150,000	145,800
TOTAL REVENUE	\$ 152,768	\$ 153,000	\$ 148,800
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	-
Capital	-	-	703,090
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 152,768	\$ 153,000	\$ (554,290)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	256,756	409,524	562,524
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 409,524	\$ 562,524	\$ 8,234

These are funds collected from a county energy transportation reinvestment zone formed by order of the Commissioners' Court. The funds in the Lubbock County Energy Transportation Reinvestment Zone NO1 Tax Increment Fund may only be used according to Texas Transportation Code 222.1071.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ -
Capital	\$	-	\$	-	\$ 703,090.00
Total Budget	\$	-	\$	-	\$ 703,090.00



LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 LECD EMERGENCY COMMUNICATION GRANT

G/L 146

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	5,424	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 5,424	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	5,424	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The LECD (Lubbock Emergency Communications District) Technology Grant provides funds to local emergency services providers to underwrite projects that enhance the delivery of 9-1-1 services.

Adopted Budget for the Fiscal Year 2020-2021

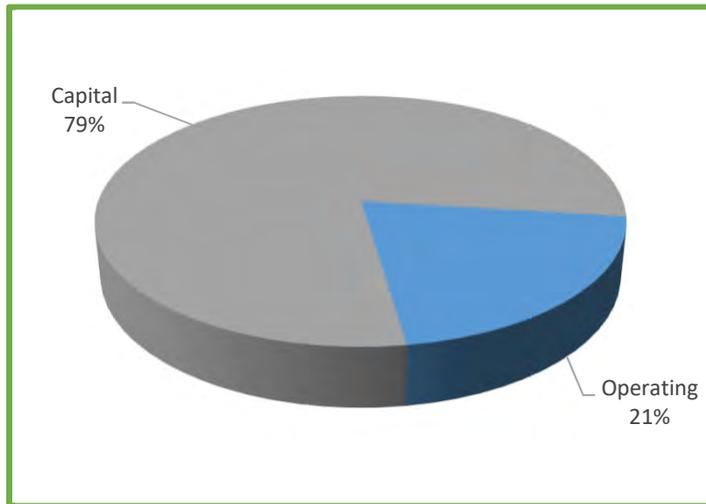
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 5,424.26	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,424.26	\$ -	\$ -



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	23,823	119,188	119,188
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,245	1,500	1,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 26,069	\$ 120,688	\$ 120,688
EXPENDITURES			
Personnel	-	-	-
Operating	-	25,000	25,000
Capital	-	95,688	95,688
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,069	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	99,862	125,931	125,931
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 125,931	\$ 125,931	\$ 125,931

According to Section 1701.157 of the Texas Occupations Code, each year the Comptroller allocates funds to the law enforcement officer standards and education fund (LEOSE). These funds are used for expenses related to the continuing education of law enforcement officers.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Capital	\$ -	\$ 95,688.00	\$ 95,688.00	\$ 95,688.00
Total Budget	\$ -	\$ 120,688.00	\$ 120,688.00	\$ 120,688.00



Elected Official
Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath of olive and live oak branches, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" inscribed around the perimeter.

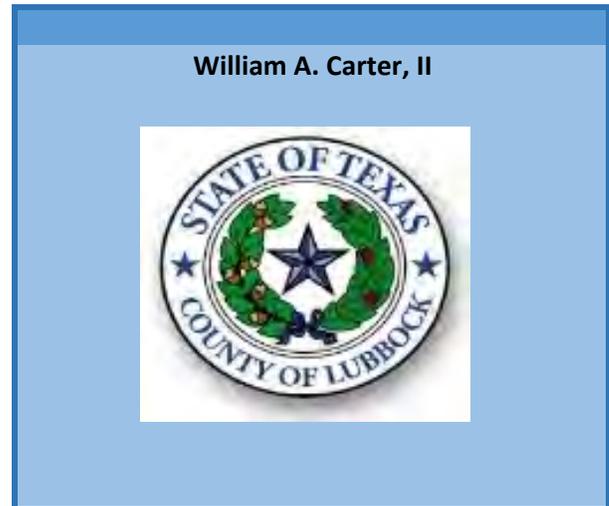
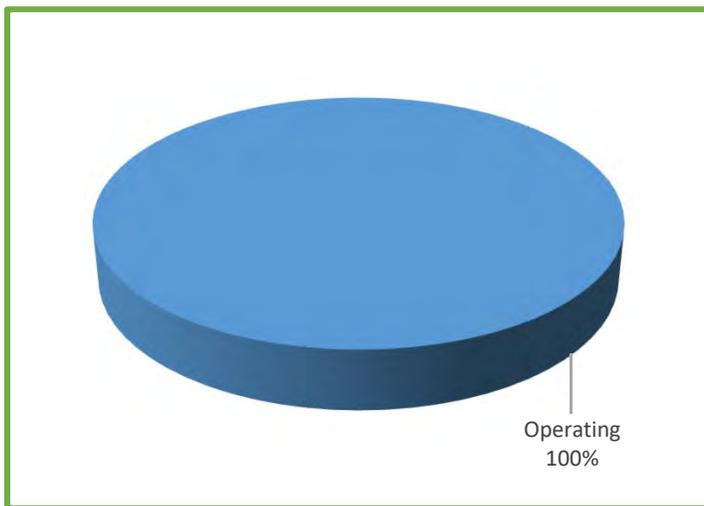
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 LOCAL TRUANCY PREVENTION AND DIVERSION

G/L 095

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	10,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 10,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	10,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

Starting January 1, 2020, LGC Sec. 134.103 allocates 35.7143% of the revenues collected from the Local Court Cost fee to the local truancy prevention and diversion fund. These funds may be used by a county to finance the salary, benefits, training, travel expenses, office supplies, and other necessary expenses relating to the position of a juvenile case manager.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ 10,000.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	-	\$ 10,000.00

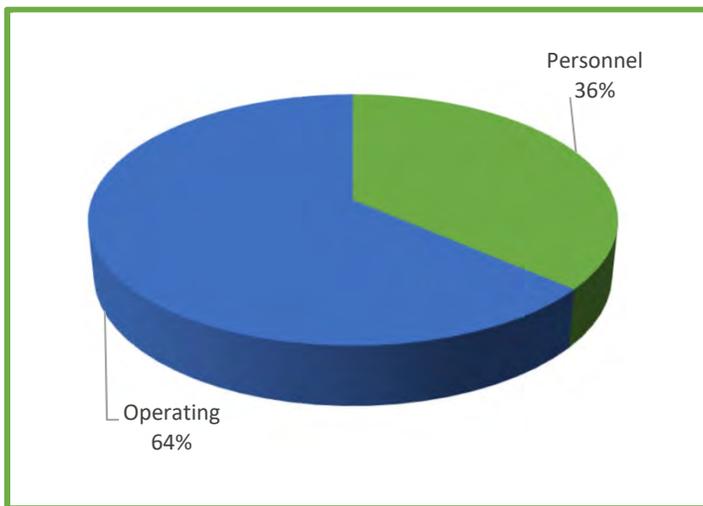


	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	219,984
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 219,984
EXPENDITURES			
Personnel	-	-	79,923
Operating	-	-	140,061
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

MAT – Medication Assisted Treatment Re-Entry Program

The purpose of the MAT program is to provide inmates in a county jail facility access to Federal Drug Administration approved, evidence-based medication-assisted treatment for alcohol and opioid dependence. The treatment is administered while the inmate is confined in a county jail and/or when participating in outpatient care upon release.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ -	\$ -	\$ 79,923.00	
Operating	\$ -	\$ -	\$ 140,061.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 219,984.00	



Elected Official
Kelly Rowe

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' around the perimeter.

Staff by Classification	FY19	FY20	FY21
Professional	0	0	2

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ -	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	634,860	-
NET REVENUE (EXPENDITURES)	\$ -	\$ (634,860)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	634,860	634,860	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 634,860	\$ -	\$ -

The New Road Fund is for the accumulation of resources for the development and construction of new roads within Lubbock County. Revenues are derived from a portion of the \$10 fee assessed on motor vehicle registration, TXDOT income, and interest income.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ -	\$ 634,860.00	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ -	\$ 634,860.00	\$ -	-

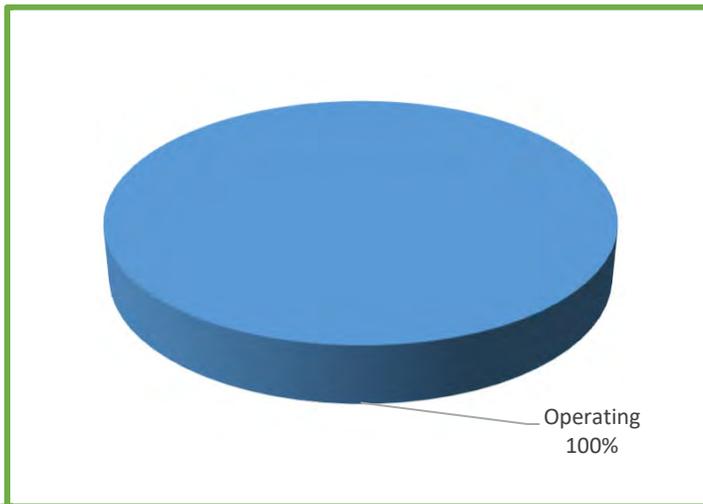


Note: New Road Fund G/L 042 was abolished in FY19 and consolidated into Consolidated Road and Bridge G/L 020.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	53,072	35,000	35,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	5,647	4,000	4,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 58,719	\$ 39,000	\$ 39,000
EXPENDITURES			
Personnel	-	-	-
Operating	5,636	47,468	185,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 53,083	\$ (8,468)	\$ (146,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	271,869	324,952	316,484
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 324,952	\$ 316,484	\$ 170,484

The online access fund is used to account for fees received by the courts for public access to court documents that are public information. Local Government Code, 191.008, gives the county the authority to set a reasonable fee for use of the system. The fee is dedicated to the enhancement of courtroom technology.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 5,636.39	\$ 47,468.00	\$ 185,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,636.39	\$ 47,468.00	\$ 185,000.00



Project Manager
Dean Stanzione

The seal of the State of Texas, County of Lubbock, featuring a star in the center surrounded by a wreath and the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Performance Measures	FY18	FY19	FY20
Number of Subscriptions	719	N/A	N/A

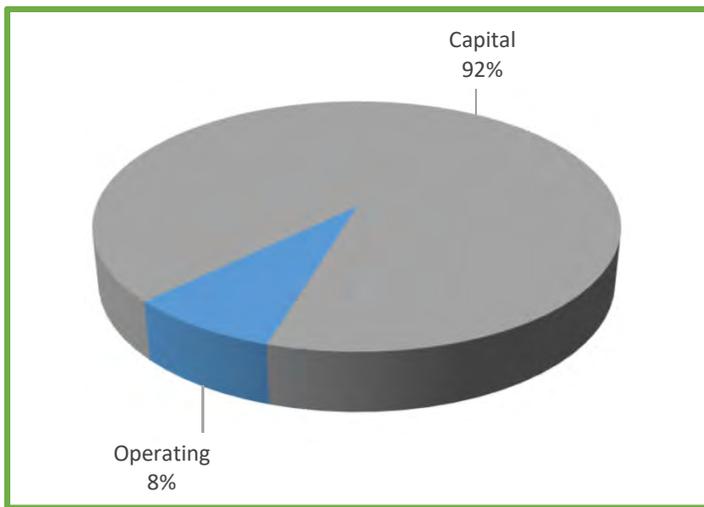
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 PERMANENT IMPROVEMENT

G/L 041

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 2,028,900	\$ 2,147,329	\$ 2,247,180
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	76,051	50,000	50,000
Other Revenue	483,732	483,732	483,732
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	1,758,210	2,068,943
TOTAL REVENUE	\$ 2,588,683	\$ 4,439,271	\$ 4,849,855
EXPENDITURES			
Personnel	-	-	-
Operating	397,509	621,715	450,200
Capital	2,771,228	3,275,013	5,116,388
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (580,055)	\$ 542,543	\$ (716,733)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,642,436	2,062,381	2,604,924
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,062,381	\$ 2,604,924	\$ 1,888,191

Projects in the Permanent Improvement Fund are those capital projects that do not require the expenditure of bond funds but are still necessary to the efficient operation of the County. Revenues come from ad valorem taxes as required in the Constitution, interest income, rental of the Court Residential Treatment Center Facility and transfer from the General Fund.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 397,509.06	\$ 621,715.00	\$ 450,200.00
Capital	\$ 2,771,228.38	\$ 3,275,013.00	\$ 5,116,388.00
Total Budget	\$ 3,168,737.44	\$ 3,896,728.00	\$ 5,566,588.00



Department Head
Natalie Harvill

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- Completed renovation of Second Floor at 916 Main (contracted).
- Completed the cooling tower replacement at 916 Main (contracted).
- Completed the roof replacement for Shallowater Community Center (contracted).
- Completed one of three areas of irrigation for the Slaton City Park (contracted).
- Majority of roof replacement at the Courthouse completed (contracted).
- Majority of concrete/leak repair at the Courthouse utility tunnel and at 916 Main west basement under the sidewalk completed (contracted).
- Start the renovation of LCJJC for the original building including Ad min and Alpha pod(contractd).
- Complete the following Facility Improvement Measures (FIMs) included in the Performance Contract with Johnson Controls: LED lighting retrofit throughout County buildings, Adding a booster pump for 916 Main, Replacement of chillers at LCDC, Replacement of unitary HVAC equipment at various County facilities, Installation of window film at 916 Main, Installation of an Ozone laundry system at LCDC.
- Started the following (FIMs) included in the Performance Contract with Johnson Controls: Sewer pipe replacement at the Courthouse, LCDC HVAC Smoke Controls Upgrade, Installation of a domestic water control system at LCDC.

Goals for 2021:

- Remodeling of two complete pods at the Lubbock County Detention Center (contracted & in- house).
- Completion of the LCJJC Administration and Alpha Pod Renovation (contracted).
- Architectural & Engineering Design completed for the renovation of the Third Floor at 916 Main.
- Upgrade the domestic hot water system at LCDC (contracted).
- Complete the roof replacement for the Courthouse.
- Complete concrete/leak repair of the Courthouse utility tunnel and 916 Main west basement under the sidewalk (contracted).

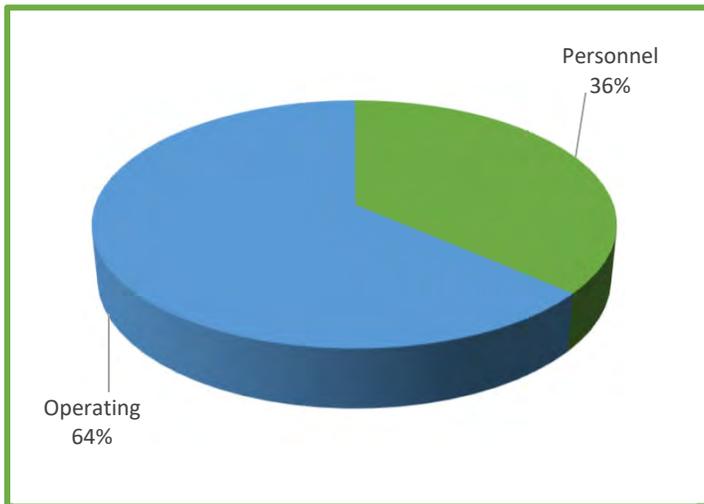
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 PRECINCT 1 PARK

G/L 031

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 101,445	\$ 107,364	\$ 112,359
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	12,350	8,000	8,000
Other Revenue	9,409	8,000	8,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 123,204	\$ 123,364	\$ 128,359
EXPENDITURES			
Personnel	74,558	77,232	83,726
Operating	10,682	12,141	146,132
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	135	-
NET REVENUE (EXPENDITURES)	\$ 37,964	\$ 33,856	\$ (101,499)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	611,774	649,738	683,594
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 649,738	\$ 683,594	\$ 582,095

Expenditures from the Park Funds are generally for the operation, repair, maintenance, and upkeep associated with county owned parks. The majority of revenue comes from ad valorem taxes, along with some interest income and miscellaneous usage fees.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ 74,558.23	\$ 77,232.00	\$ 83,726.00	
Operating	\$ 10,682.08	\$ 12,276.00	\$ 146,132.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 85,240.31	\$ 89,508.00	\$ 229,858.00	



Elected Official
Bill McCay

The image shows the official seal of the County of Lubbock, Texas. The seal is circular with a five-pointed star in the center, surrounded by a wreath. The text 'STATE OF TEXAS' is at the top and 'COUNTY OF LUBBOCK' is at the bottom.

Major Accomplishments in 2020:

- N/A

Goals for 2021:

- N/A

Staff by Classification	FY19	FY20	FY21
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

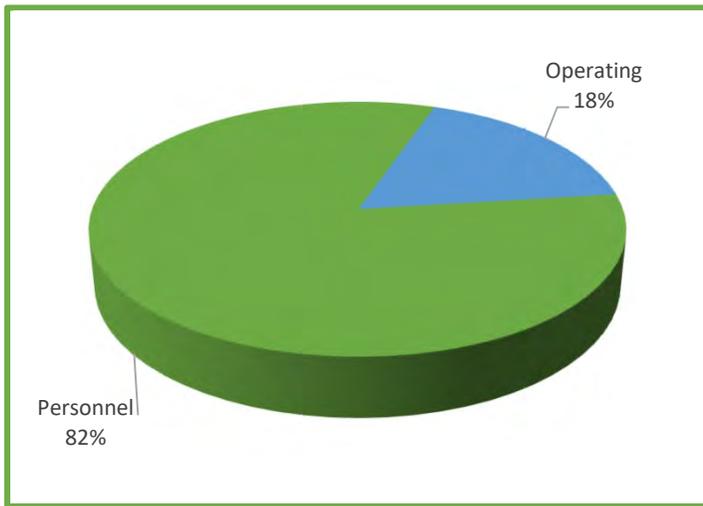
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 REGIONAL PUBLIC DEFENDER GRANT

G/L 113

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	4,358,308	6,197,871	6,197,871
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	45,799	-	-
Other Revenue	176	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	127,877	103,114	103,114
TOTAL REVENUE	\$ 4,532,160	\$ 6,300,985	\$ 6,300,985
EXPENDITURES			
Personnel	4,357,076	4,402,123	5,257,858
Operating	1,090,621	1,898,862	1,132,812
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (915,536)	\$ -	\$ (89,685)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,991,453	2,075,917	2,075,917
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,075,917	\$ 2,075,917	\$ 1,986,232

In FY 2008, Lubbock County was awarded a grant from the Task Force for Capital Murder Cases. The office is based in Lubbock County and currently has inter-local agreements with 181 counties to provide public defense for capital murders. Each county pays a pre-determined rate based on historical information relating to capital murders in that respective county.

Adopted Budget for the Fiscal Year 2020-2021			
	FY19 Actual	FY20 Estimates	FY 21 Budget
Personnel	\$ 4,357,075.51	\$ 4,402,123.00	\$ 5,257,858.00
Operating	\$ 1,090,620.74	\$ 1,898,862.00	\$ 1,132,812.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,447,696.25	\$ 6,300,985.00	\$ 6,390,670.00



Department Head
Edward Ray Keith Jr.

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath and the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK".

Major Accomplishments in 2020:

- Retained 181 counties from FY19 to FY20, and added four new counties to our program.
- Closed three cases without going to jury trial.
- Finished the IT switch.

Goals for 2021:

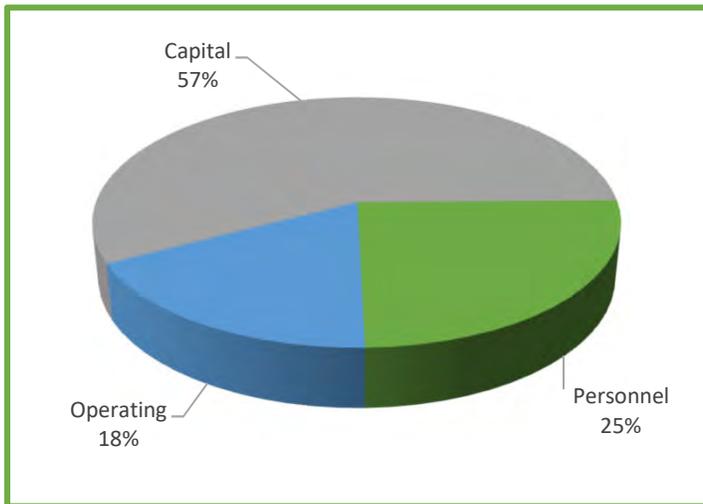
- Continue to keep county participation in our program.
- Continue to close cases without having to go to jury trial.
- Continue to work on revising the Mission and Vision statements.

Performance Measures	FY18	FY19	FY20
Cases Opened	19	N/A	N/A
Cases Closed	19	N/A	N/A
Staff by Classification	FY19	FY20	FY21
Appointed	21	21	21
Administrative	1	1	1
Professional	16	16	16
Public Safety	8	8	8
Clerical	10	10	10

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 101,445	\$ 107,364	\$ 112,359
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	6,165	5,000	5,000
Other Revenue	3,771	2,500	2,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 111,381	\$ 114,864	\$ 119,859
EXPENDITURES			
Personnel	55,927	65,027	65,027
Operating	23,436	37,261	46,200
Capital	-	50,000	150,000
OTHER SOURCES (USES)			
Transfers out	-	83	-
NET REVENUE (EXPENDITURES)	\$ 32,018	\$ (37,507)	\$ (141,368)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	284,461	316,479	278,972
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 316,479	\$ 278,972	\$ 137,604

Expenditures from the Park Funds are generally for the operation, repair, maintenance, and upkeep associated with county owned parks. The majority of revenue comes from ad valorem taxes, along with some interest income and miscellaneous usage fees.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 55,926.73	\$ 65,027.00	\$ 65,027.00
Operating	\$ 23,436.30	\$ 37,344.00	\$ 46,200.00
Capital	\$ -	\$ 50,000.00	\$ 150,000.00
Total Budget	\$ 79,363.03	\$ 152,371.00	\$ 261,227.00



Major Accomplishments in 2020:

- Major repairs to clubhouse roof and windows.
- Drill well for park irrigation.
- Irrigation for T-ball field.

Goals for 2021:

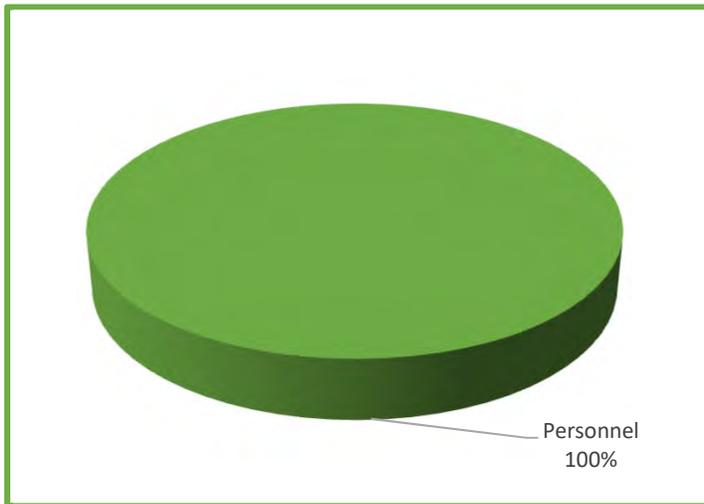
- Tie into clubhouse grass from new well.
- Catalog and clean up Lubbock County museum.
- Bleacher for baseball field.

Staff by Classification	FY19	FY20	FY21
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	506,064	597,418	656,701
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 506,064	\$ 597,418	\$ 656,701
EXPENDITURES			
Personnel	529,270	597,418	656,701
Operating	-	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (23,206)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	153,532	130,326	130,326
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 130,326	\$ 130,326	\$ 130,326

The Sheriff Commissary Salary fund is funded through inmate purchases from the commissary. The funds generated through commissary sales are used to establish, staff, and equip the commissary operation and fund the salaries of staff responsible for managing the inmates' commissary accounts.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ 529,269.98	\$ 597,418.00	\$	656,701.00
Operating	\$ -	\$ -	\$	-
Capital	\$ -	\$ -	\$	-
Total Budget	\$ 529,269.98	\$ 597,418.00	\$	656,701.00



Elected Official
Kelly Rowe

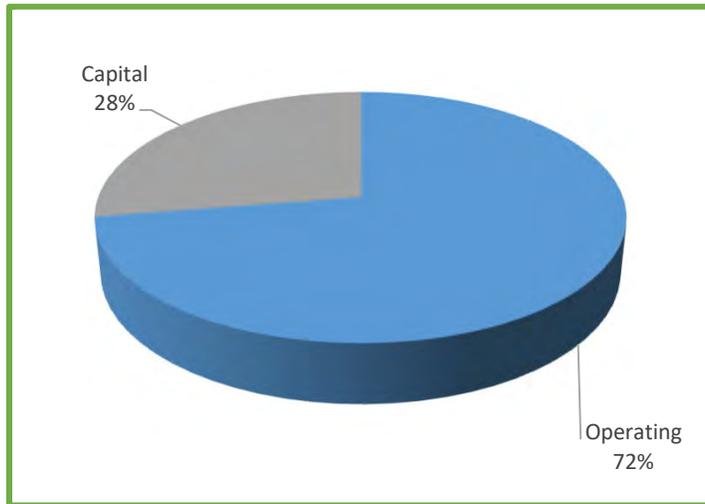
The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' are at the top and 'COUNTY OF LUBBOCK' are at the bottom.

Staff by Classification	FY19	FY20	FY21
Professional	3	3	4
Public Safety	1	1	2
Trades & Technical	2	2	1
Clerical	1	1	1
Regular Part-Time	1	1	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	144,547	350,000	350,000
Interest	7,540	3,500	3,500
Other Revenue	20,431	10,000	10,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 172,517	\$ 363,500	\$ 363,500
EXPENDITURES			
Personnel	-	-	-
Operating	93,080	263,500	263,500
Capital	10,550	100,000	100,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 68,886	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	368,623	437,509	437,509
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 437,509	\$ 437,509	\$ 437,509

This is a discretionary fund of the Sheriff's Office and it is supported by funds and assets that are seized and subsequently awarded to the County by court orders.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 93,080.43	\$ 263,500.00	\$ 263,500.00
Capital	\$ 10,550.40	\$ 100,000.00	\$ 100,000.00
Total Budget	\$ 103,630.83	\$ 363,500.00	\$ 363,500.00



Elected Official
Kelly Rowe

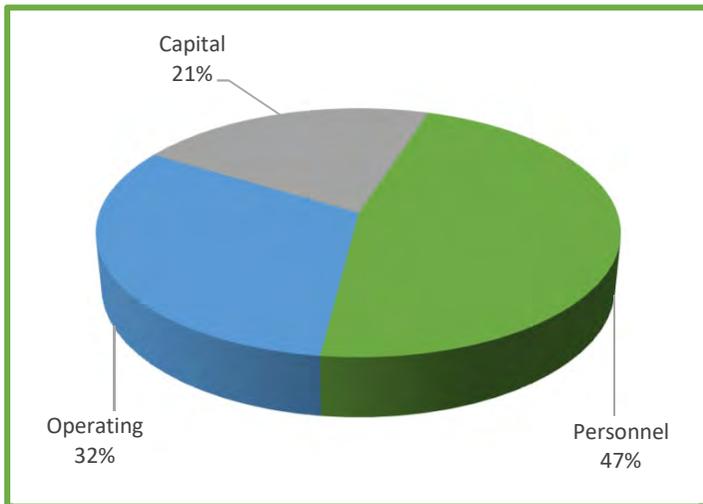
The seal of the County of Lubbock, State of Texas, featuring a central five-pointed star surrounded by a wreath of olive and live oak branches, with the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' inscribed around the perimeter.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 101,445	\$ 107,364	\$ 112,359
Intergovernmental Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	3,292	3,000	3,000
Other Revenue	5,400	8,000	8,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 110,137	\$ 118,364	\$ 123,359
EXPENDITURES			
Personnel	77,864	108,014	108,014
Operating	29,852	48,783	72,788
Capital	-	-	49,000
OTHER SOURCES (USES)			
Transfers out	-	161	-
NET REVENUE (EXPENDITURES)	\$ 2,422	\$ (38,594)	\$ (106,443)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	145,151	147,573	108,979
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 147,573	\$ 108,979	\$ 2,536

Expenditures from the Park Funds are generally for the operation, repair, maintenance, and upkeep associated with county owned parks. The majority of revenue comes from ad valorem taxes, along with some interest income and miscellaneous usage fees.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 77,863.57	\$ 108,014.00	\$ 108,014.00
Operating	\$ 29,851.70	\$ 48,944.00	\$ 72,788.00
Capital	\$ -	\$ -	\$ 49,000.00
Total Budget	\$ 107,715.27	\$ 156,958.00	\$ 229,802.00



Elected Official
Jason Corley

Major Accomplishments in 2020:

- Installation of 1/3 of the new sprinkler system.
- Convert old tennis court to parking.
- Made improvements to the basketball court.

Goals for 2021:

- Completion of the sprinkler system.
- Plant new trees to replace trees which have died after 50 plus years of service to Lubbock County.
- Encourage and support taxpayer utilization of their County Park.

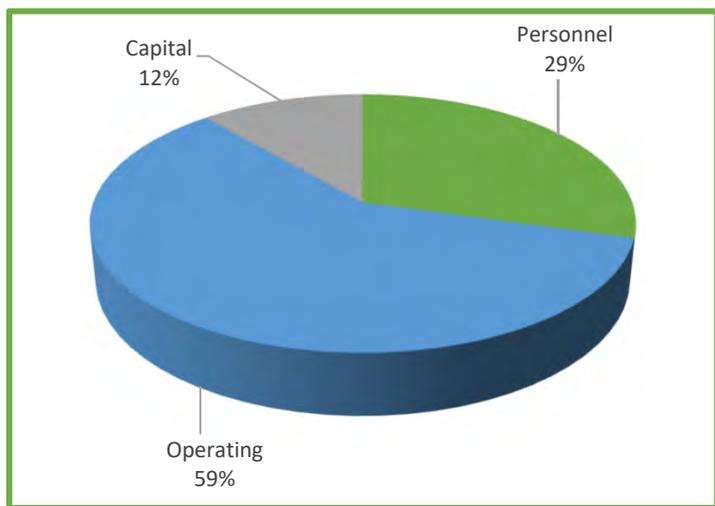
Staff by Classification	FY19	FY20	FY21
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

	2018-2019 Actuals		2019-2020 Estimates		2020-2021 Budget
REVENUES					
Tax Collections	\$	-	\$	-	\$
Intergovernmental		613,637		811,356	1,002,028
Fees		-		-	-
Commissions		-		-	-
Charges for Service		-		-	-
Fines/Forfeitures		-		-	-
Interest		-		-	-
Other Revenue		-		-	-
Licenses/Permits		-		-	-
OTHER REVENUE SOURCES					
Transfers In		-		-	-
TOTAL REVENUE	\$	613,637	\$	811,356	\$ 1,002,028
EXPENDITURES					
Personnel		186,451		260,092	294,043
Operating		317,963		455,222	594,208
Capital		109,223		96,042	113,777
OTHER SOURCES (USES)					
Transfers out		-		-	-
NET REVENUE (EXPENDITURES)	\$	-	\$	-	\$ -
TRANSFERS TO (FROM) FUND BALANCE					
Beginning Fund Balance		-		-	-
Unrealized Gain		-		-	-
Prior Period Adjustment		-		-	-
ENDING FUND BALANCE	\$	-	\$	-	\$ -

The Texas Anti-Gang Program, or TAG Grant, is designated to enhance coordinated law enforcement activity targeted at gangs and other criminal organizations operating in or affecting the region.

Adopted Budget for the Fiscal Year 2020-2021

	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 186,451.38	\$ 260,092.00	\$ 294,043.00
Operating	\$ 317,962.81	\$ 455,222.00	\$ 594,208.00
Capital	\$ 109,222.86	\$ 96,042.00	\$ 113,777.00
Total Budget	\$ 613,637.05	\$ 811,356.00	\$ 1,002,028.00



Department Head
David Ponce

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Staff by Classification	FY19	FY20	FY21
Administrative	1	1	1
Clerical	1	2	2

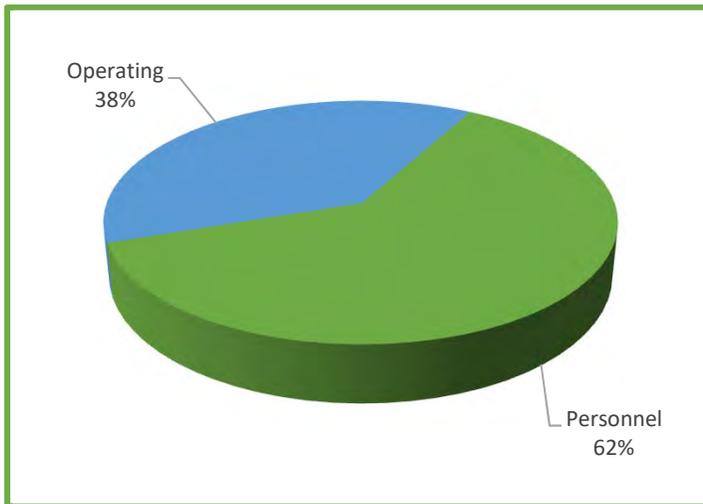
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 TJJJ (A) JUVENILE PROBATION COMMISSION GRANT

G/L 054

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	1,634,672	1,657,504	1,649,081
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	79,675	431,331	411,254
TOTAL REVENUE	\$ 1,714,347	\$ 2,088,835	\$ 2,060,335
EXPENDITURES			
Personnel	920,343	1,303,198	1,272,698
Operating	794,004	785,637	787,637
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ 920,343.36	\$ 1,303,198.00	\$ 1,272,698.00
Operating	\$ 794,003.88	\$ 785,637.00	\$ 787,637.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,714,347.24	\$ 2,088,835.00	\$ 2,060,335.00



Appointed Official
William A. Carter II

The seal of the State of Texas, County of Lubbock, featuring a central five-pointed star surrounded by a wreath, with the text "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- State Aid is a basic operating fund from the Texas Juvenile Justice Department covering anything from basic salaries to residential placement.
- LCJJC continues to leverage state funds to provide the best services available to at risk youth in Lubbock County.

Goals for 2021:

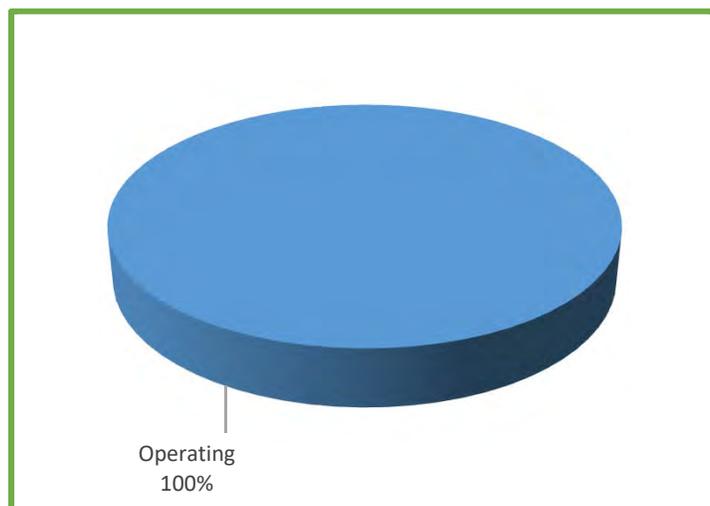
- Continue to work with an ever decreasing state funding stream.

Staff by Classification	FY19	FY20	FY21
Professional	8	8	8
Public Safety	6	6	6

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	29,863	99,000	99,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	108,126	105,400	105,400
TOTAL REVENUE	\$ 137,988	\$ 204,400	\$ 204,400
EXPENDITURES			
Personnel	71,169	-	-
Operating	66,819	204,400	204,400
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ 71,168.96	\$ -	\$ -	
Operating	\$ 66,819.22	\$ 204,400.00	\$ 204,400.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 137,988.18	\$ 204,400.00	\$ 204,400.00	



Appointed Official
William A. Carter II

Major Accomplishments in 2020:

- Continued to screen juveniles for eligibility to be placed utilizing these federal funding streams.

Goals for 2021:

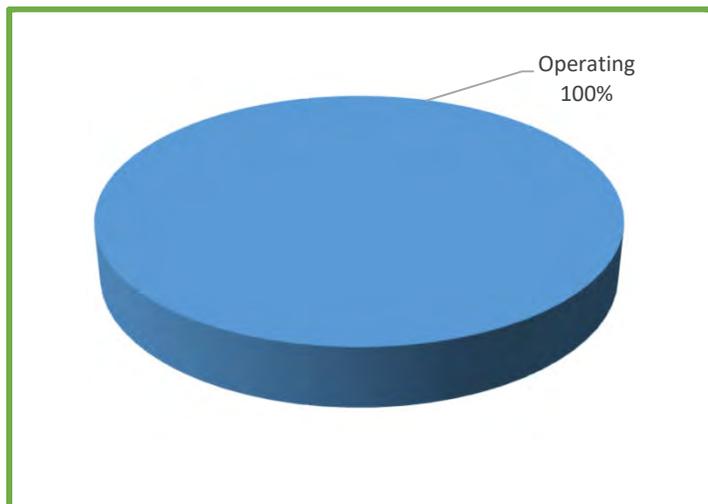
- Continue to screen juveniles for eligibility to be placed utilizing these federal funding streams.

Staff by Classification	FY19	FY20	FY21
Professional	1	1	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental	42,281	80,000	80,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 42,281	\$ 80,000	\$ 80,000
EXPENDITURES			
Personnel	-	-	-
Operating	42,281	80,000	80,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Juvenile Probation Funds are used to account for the cost of administering the Juvenile Probation Department including Juvenile Detention functions. Funding includes general fund transfer, grant proceeds, probation fees, interest income, and other miscellaneous revenue.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 42,280.50	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00
Capital		\$ -	\$ -	\$ -
Total Budget	\$ 42,280.50	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00



Appointed Official
William A. Carter II

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, and the words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK'.

Major Accomplishments in 2020:

- Continued to provide juveniles who have been expelled for any mandatory offense from their regular campus a place to continue their education.
- Due to the COVID-19 virus the last half of the spring semester became an online learning experience. The JJAEP adapted by assisting LISD in providing virtual learning while maintaining a high level of supervision.

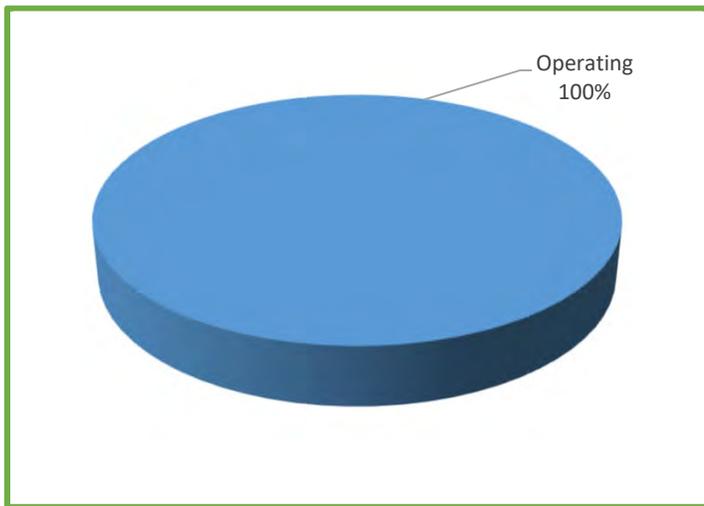
Goals for 2021:

- Continue to provide juveniles who have been expelled for any mandatory offense from their regular campus a place to continue their education.
- Continue "service learning" programs.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental	26,708	12,422	15,628
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 26,708	\$ 12,422	\$ 15,628
EXPENDITURES			
Personnel	-	-	-
Operating	26,708	12,422	15,628
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

Grant R - Regional Diversions Alternatives (FY2017) provides resources to local juvenile probation departments for an array of programs, services, placements, other operating costs and capital purchases.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	\$ -
Operating	\$ 26,707.55	\$ 12,422.00	\$ 15,628.00	\$ 15,628.00
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ 26,707.55	\$ 12,422.00	\$ 15,628.00	\$ 15,628.00



Appointed Official
William A. Carter II

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches. The words 'STATE OF TEXAS' and 'COUNTY OF LUBBOCK' are inscribed around the perimeter of the seal.

Major Accomplishments in 2020:

- The Lubbock County Juvenile Justice Center continues to utilize this grant to divert juvenile from commitment to the state facilities.
- The Lubbock County Juvenile Probation Department utilizing the "Grant "C" Commitment Diversion Grant" to provide services in a residential treatment center setting including the in-house specialized treatment programs.

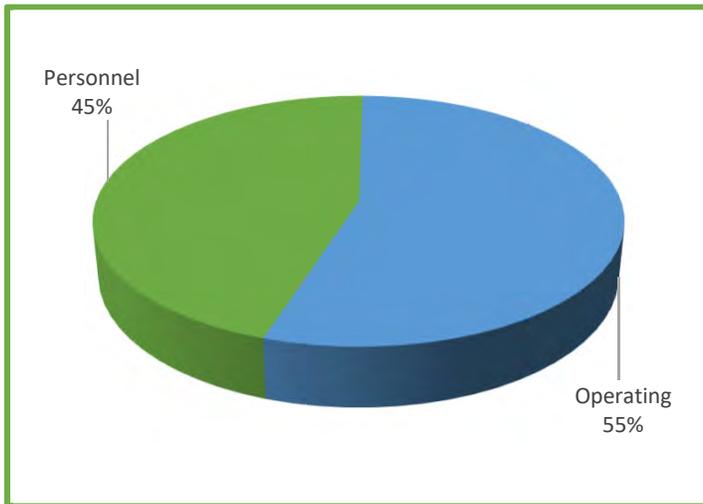
Goals for 2021:

- Develop additional community resources to assist youth within the community in lieu of detaining the youth utilizing these funds creatively.
- Continue to develop and implement a literacy program for youth and their parents served within the facility.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	80,506	300,000	300,000
Fees	894	1,500	1,500
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	34,503	118,500	118,500
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 115,903	\$ 420,000	\$ 420,000
EXPENDITURES			
Personnel	56,769	205,554	190,000
Operating	59,133	214,446	230,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The USDA Ag Mediation fund is used for tracking grant revenues and expenses for the USDA state certified agricultural mediation program. Each state has the option of designating one entity to provide this service, and Lubbock County is the entity designated for the state of Texas.

Adopted Budget for the Fiscal Year 2020-2021				
	FY19 Actual	FY20 Estimates	FY 21 Budget	
Personnel	\$ 56,769.19	\$ 205,554.00	\$	190,000.00
Operating	\$ 59,133.45	\$ 214,446.00	\$	230,000.00
Capital	\$ -	\$ -	\$	-
Total Budget	\$ 115,902.64	\$ 420,000.00	\$	420,000.00



Appointed Official
D. Gene Valentini

The seal of the State of Texas, County of Lubbock, featuring a five-pointed star in the center, surrounded by a wreath of olive and live oak branches, and the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2020:

- Began collaboration with the Texas Department of Agriculture to expand rural mediation services in authorized by the 2018 Farm Bill.
- Now utilizing video conferencing services for rural mediations throughout the state of Texas.
- Began collaboration with Baylor University through the Texas Hunger Initiative to provide options for conflict resolution services to rural residents.

Goals for 2021:

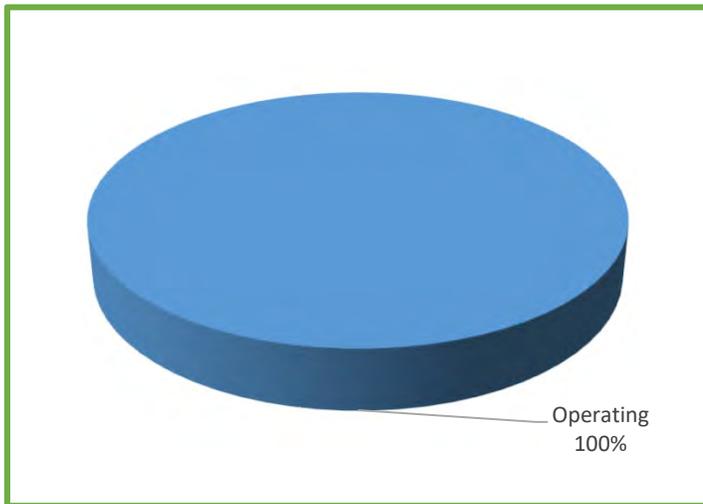
- Expand collaboration with the Texas Department of Agriculture.
- Revive outreach efforts throughout the state.
- Increase number of mediators needed for increased mediation caseload.

Staff by Classification	FY19	FY20	FY21
Professional	0	0	1
Clerical	2	2	1

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	28,547	27,716	30,171
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 28,547	\$ 27,716	\$ 30,171
EXPENDITURES			
Personnel	-	-	-
Operating	28,547	27,716	30,171
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The purpose of the VINE (Victim Information Notification Everyday) Grant is to maintain Lubbock County in a statewide system that provides relevant offender release information, notification of relevant court settings or events, promote public safety and support the rights of victims of crime.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 28,546.78	\$ 27,716.00	\$ 30,171.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 28,546.78	\$ 27,716.00	\$ 30,171.00



Project Manager
Daniel Corbin

Lubbock County, Texas

Adopted Budget

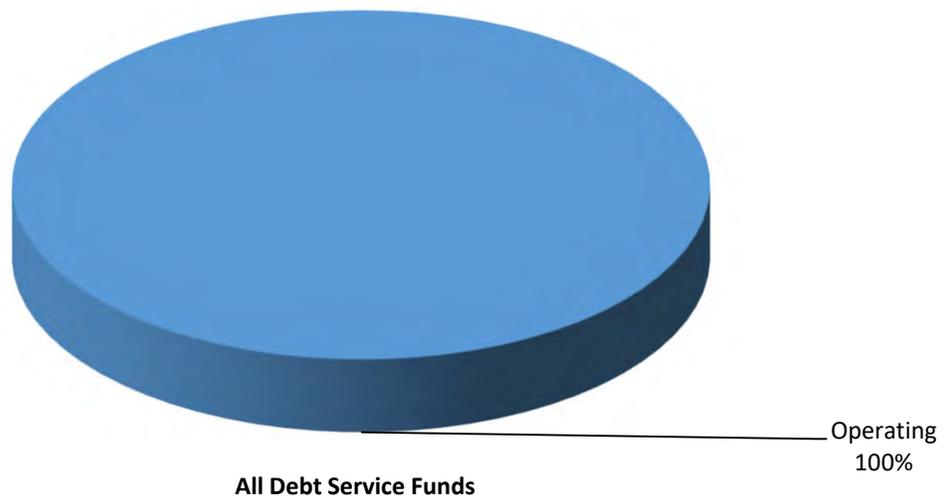
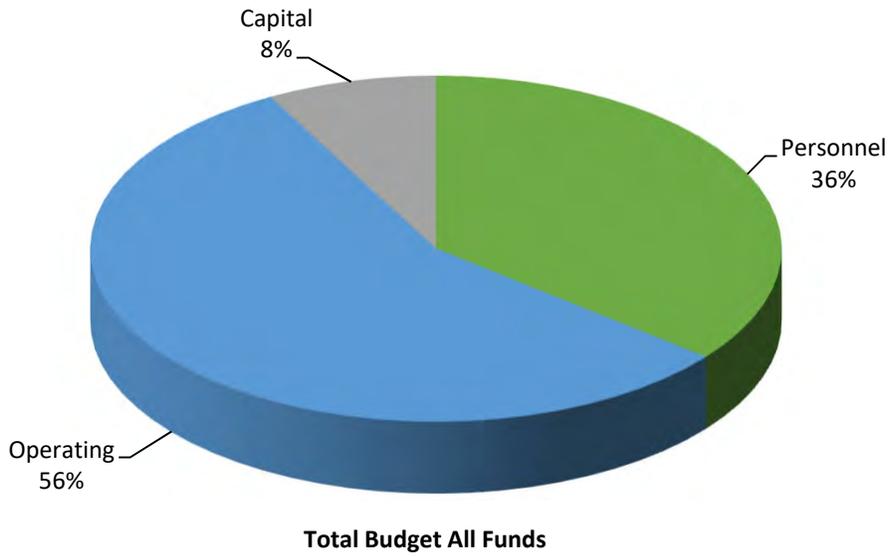
FY 2020 - 2021



Debt Service Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. ALL DEBT SERVICE FUNDS

These funds are used to accumulate monies for payment of debt service on general obligation bonds, tax notes and certificates of obligation which are due in annual installments. Property tax is levied to finance the debt service.



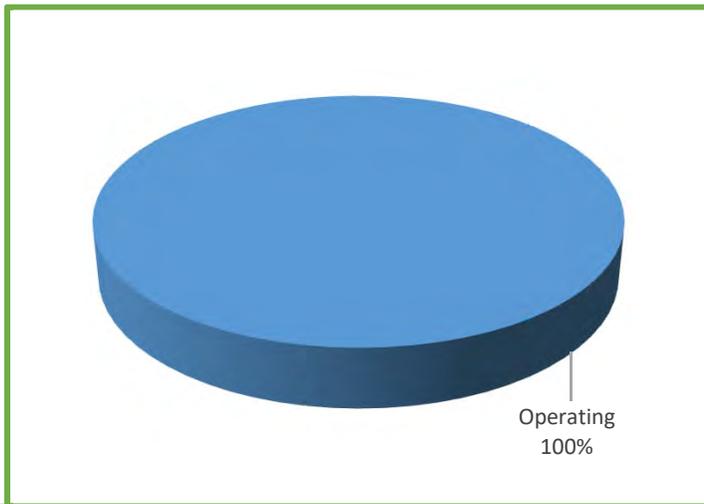
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013

G/L 206

	2018-2019 Actuals		2019-2020 Estimates		2020-2021 Budget
REVENUES					
Tax Collections	\$	194,799	\$	197,784	\$ 890,011
Intergovernmental		-		-	-
Fees		-		-	-
Commissions		-		-	-
Charges for Service		-		-	-
Fines/Forfeitures		-		-	-
Interest		5,103		1,000	1,000
Other Revenue		-		-	-
Licenses/Permits		-		-	-
OTHER REVENUE SOURCES					
Transfers In		-		-	-
TOTAL REVENUE	\$	199,902	\$	198,784	\$ 891,011
EXPENDITURES					
Personnel		-		-	-
Operating		173,200		198,784	891,011
Capital		-		-	-
OTHER SOURCES (USES)					
Transfers out		-		-	-
NET REVENUE (EXPENDITURES)	\$	26,702	\$	-	\$ -
TRANSFERS TO (FROM) FUND BALANCE					
Beginning Fund Balance		189,422		216,124	216,124
Unrealized Gain		-		-	-
Prior Period Adjustment		-		-	-
ENDING FUND BALANCE	\$	216,124	\$	216,124	\$ 216,124

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Property tax is levied to finance the debt service.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 173,200.00	\$ 198,784.00	\$ 891,011.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 173,200.00	\$ 198,784.00	\$ 891,011.00



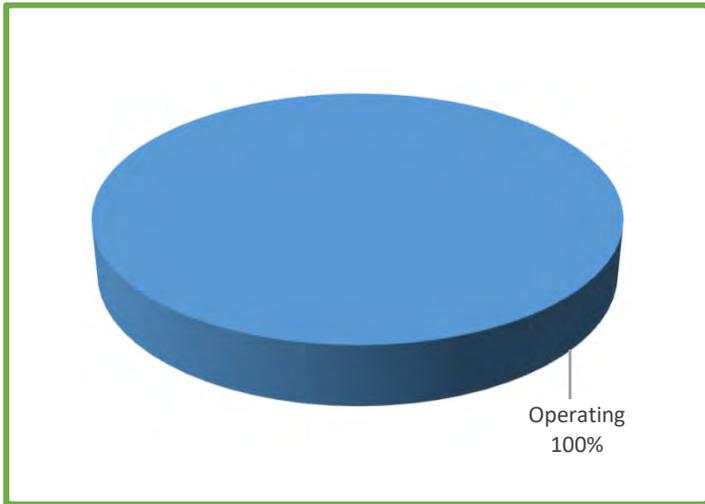
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016

G/L 201

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 6,397,929	\$ 6,429,418	\$ 6,397,503
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	40,533	30,000	30,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 6,438,462	\$ 6,459,418	\$ 6,427,503
EXPENDITURES			
Personnel	-	-	-
Operating	5,736,568	6,459,418	6,427,503
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 701,894	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	717,793	1,419,687	1,419,687
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,419,687	\$ 1,419,687	\$ 1,419,687

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Property tax is levied to finance the debt service.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 5,736,568.00	\$ 6,459,418.00	\$ 6,427,503.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,736,568.00	\$ 6,459,418.00	\$ 6,427,503.00



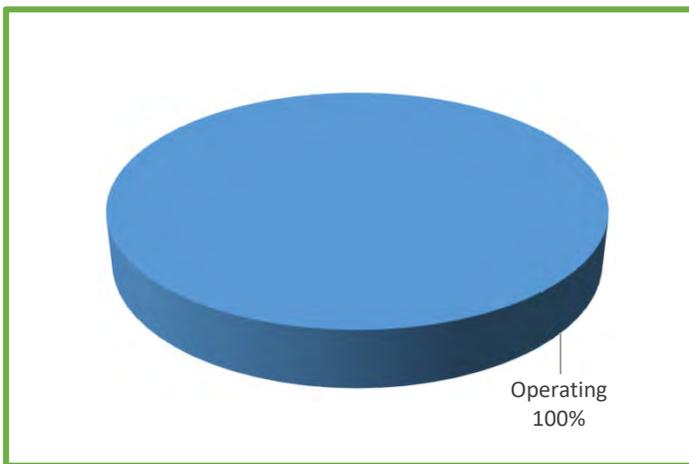
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 SPECIAL TAX REVENUE BONDS, SERIES 2020

G/L 208

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections			
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest			
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	604,567
TOTAL REVENUE	\$ -	\$ -	\$ 604,567
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	604,567
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Revenues from a voter-approved venue tax comprised of hotel occupancy tax and a short-term rental tax are collected to finance this debt service.

Adopted Budget for the Fiscal Year 2020-2021					
	FY19 Actual		FY20 Estimates		FY 21 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ 604,567.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	-	\$ 604,567.00



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ 1,383,158	\$ 1,064,025	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	5,332	6,000	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 1,388,490	\$ 1,070,025	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	1,239,000	1,238,300	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 149,490	\$ (168,275)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	18,785	168,275	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 168,275	\$ -	\$ -

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Property tax is levied to finance the debt service.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 1,239,000.00	\$ 1,238,300.00	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ 1,239,000.00	\$ 1,238,300.00	\$ -	-



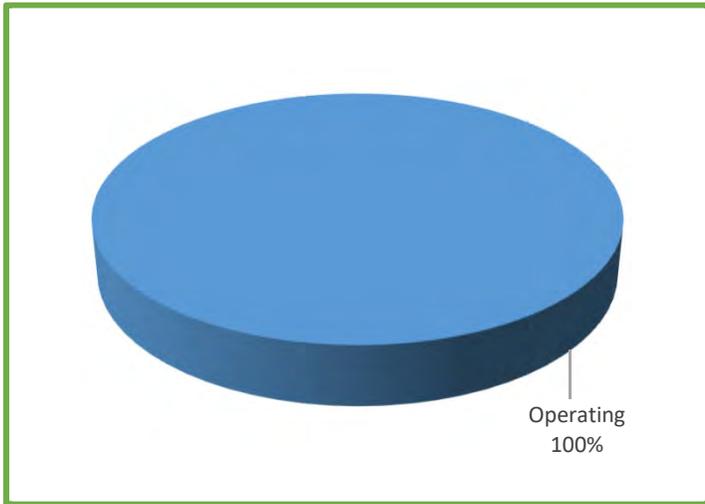
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 UNLIMITED TAX ROAD BONDS, SERIES 2019

G/L 202

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ 399,659	\$ 1,394,686
Intergovernmental	-	-	
Fees	-	-	
Commissions	-	-	
Charges for Service	-	-	
Fines/Forfeitures	-	-	
Interest	-	1,000	1,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ 400,659	\$ 1,395,686
EXPENDITURES			
Personnel	-	-	-
Operating	-	400,659	1,395,686
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	-	\$ -	\$ -

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Property tax is levied to finance the debt service.

Adopted Budget for the Fiscal Year 2020-2021					
	<u>FY19 Actual</u>		<u>FY20 Estimates</u>		<u>FY 21 Budget</u>
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	400,659.00	\$ 1,395,686.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	400,659.00	\$ 1,395,686.00



Lubbock County, Texas

Adopted Budget

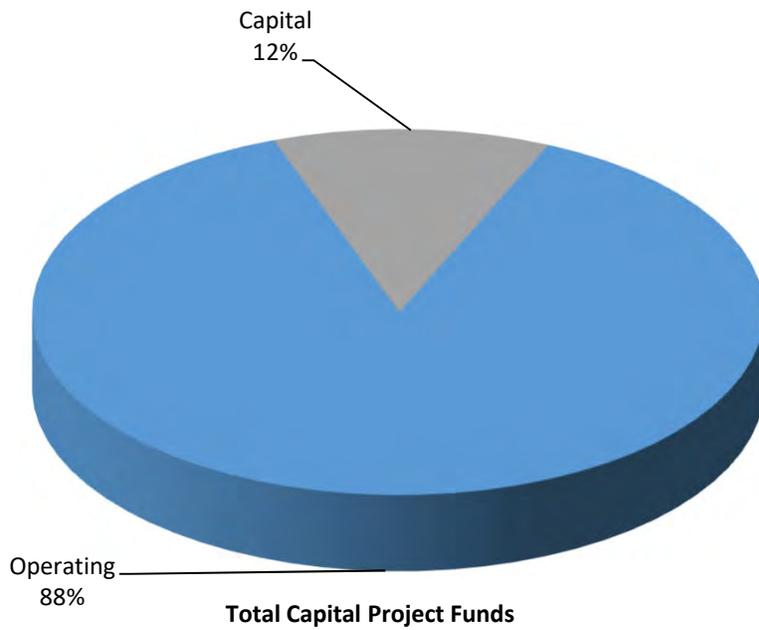
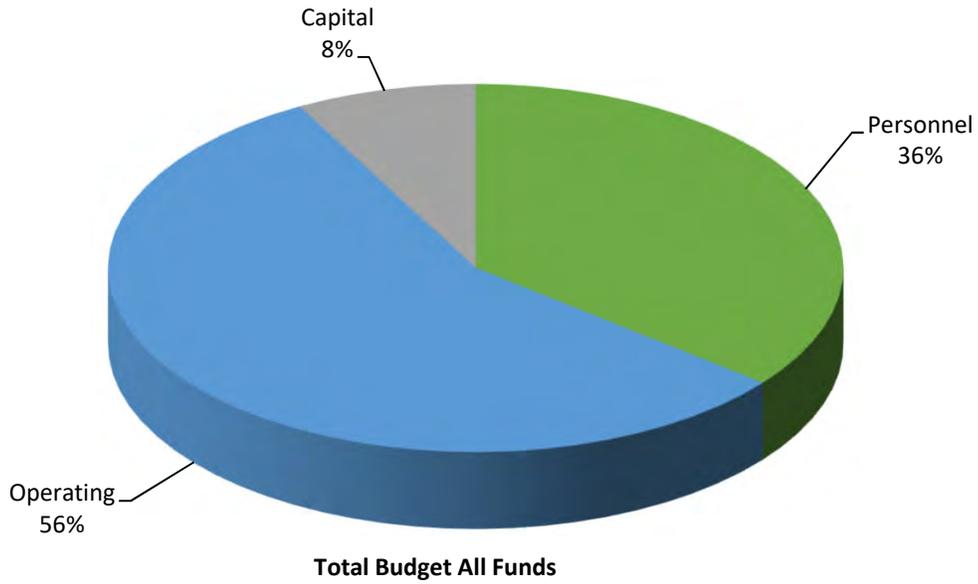
FY 2020 - 2021



Capital Project Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. TOTAL CAPITAL PROJECT FUNDS

Capital Project Funds are a type of Governmental Fund that are used for the acquisition or construction of general fixed assets.



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	27,691	-	-
Capital	222,190	151,787	-
OTHER SOURCES (USES)			
Transfers out	-	82,225	-
NET REVENUE (EXPENDITURES)	\$ (249,881)	\$ (234,012)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	483,893	234,012	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 234,012	\$ -	\$ -

Capital Project Funds are a type of Governmental Fund that are used for the acquisition, construction or renovation of general fixed assets. This fund will be used to track costs of the renovation of the CRTC building financed by Tax Notes proceeds.

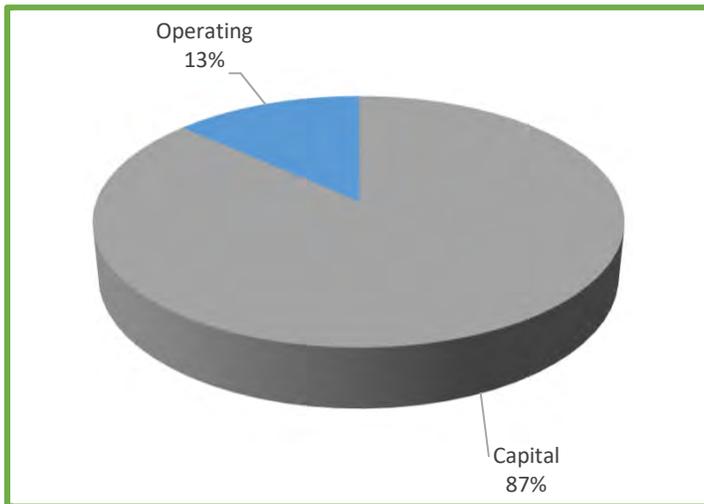
Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 27,691.10	\$ -	\$ -	-
Capital	\$ 222,189.90	\$ 151,787.00	\$ -	-
Total Budget	\$ 249,881.00	\$ 151,787.00	\$ -	-



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	12,347	5,000	3,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	1,998,213	1,958,000
TOTAL REVENUE	\$ 12,347	\$ 2,003,213	\$ 1,961,000
EXPENDITURES			
Personnel	-	-	-
Operating	146,550	95,000	261,000
Capital	-	1,908,213	1,700,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (134,203)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	569,737	435,534	435,534
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 435,534	\$ 435,534	\$ 435,534

Capital Project Funds are a type of Governmental Fund that are used for the acquisition, construction or renovation of general fixed assets. This fund will be used to track costs of the renovation of the CRTC building financed through general revenues.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 146,550.40	\$ 95,000.00	\$ 261,000.00
Capital	\$ -	\$ 1,908,213.00	\$ 1,700,000.00
Total Budget	\$ 146,550.40	\$ 2,003,213.00	\$ 1,961,000.00



Major Accomplishments in 2020:

- Completed Phase III, North Pod renovation and restroom/laundry addition at the Lubbock County Residential Treatment Center.

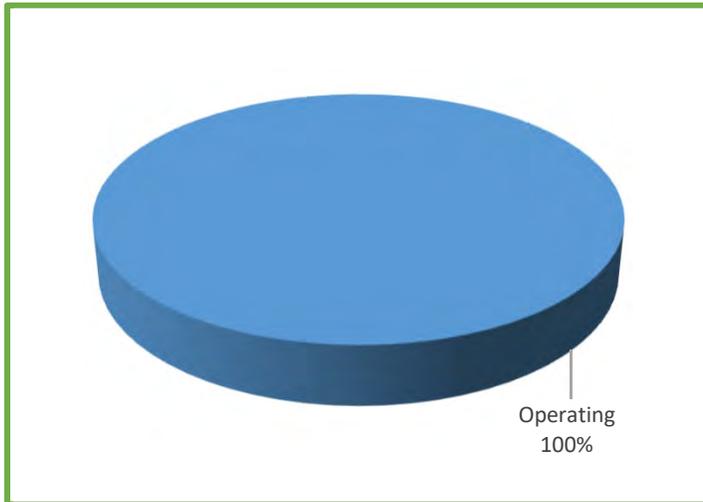
Goals for 2021:

- Start Phase IV, South Pod renovation at the Lubbock County Residential Treatment Center.

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	1,204,404	1,721,096
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,428	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	1,009,600	-	-
TOTAL REVENUE	\$ 1,011,028	\$ 1,204,404	\$ 1,721,096
EXPENDITURES			
Personnel	-	-	-
Operating	869,217	1,327,860	1,721,096
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ (123,456)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	141,811	141,811	18,355
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 141,811	\$ 18,355	\$ 18,355

Capital Project Funds are a type of Governmental Fund that are used for the acquisition, construction or renovation of general fixed assets. This fund will be used to track costs of the construction of county roads financed through general revenues.

Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 869,217.02	\$ 1,327,860.00	\$ 1,721,096.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 869,217.02	\$ 1,327,860.00	\$ 1,721,096.00	



Major Accomplishments in 2020:

- Voter's approved a \$99,650,000 Transportation Road Bond Initiative on May 4, 2019 (Better Safer Roads 2019 Bond).
- Began environmental clearance, design, right-of-way acquisition for Woodrow Road (SL493 to FM 1730) widening project.
- Executed design contracts and roadway improvement projects on the 2019 Better Safer Roads Program .

Goals for 2021:

- Implement Better Safer Roads Program 2019 Bond Program by managing and partnering with local agencies to make transportation improvements in Lubbock County.
- Establish contracts for preliminary engineering and final design projects identified in the Better Safer Roads 2019 Bond Program.
- Start construction on conversion projects CR 2900 and CR 6400 .

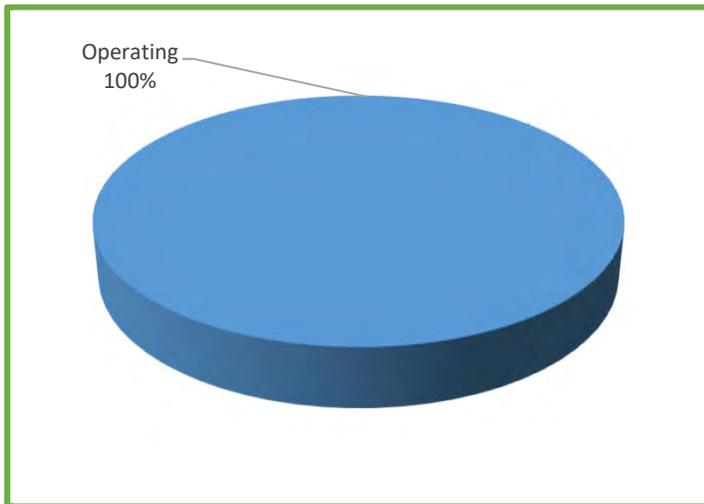
LUBBOCK COUNTY, TEXAS
 FINANCIAL SUMMARY
 TAX ROAD BONDS CONSTRUCTION

G/L 302

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	19,015	5,126,000	60,000
Other Revenue	5,227,083	-	46,031,727
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 5,246,098	\$ 5,126,000	\$ 46,091,727
EXPENDITURES			
Personnel	-	-	-
Operating	95,000	5,126,000	46,091,727
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 5,151,098	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	5,151,098	5,151,098
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,151,098	\$ 5,151,098	\$ 5,151,098

Capital Project Funds are a type of Governmental Fund that are used for the acquisition, construction or renovation of general fixed assets. This fund will be used to track costs of the construction of county roads financed through Tax Road Bond Funds.

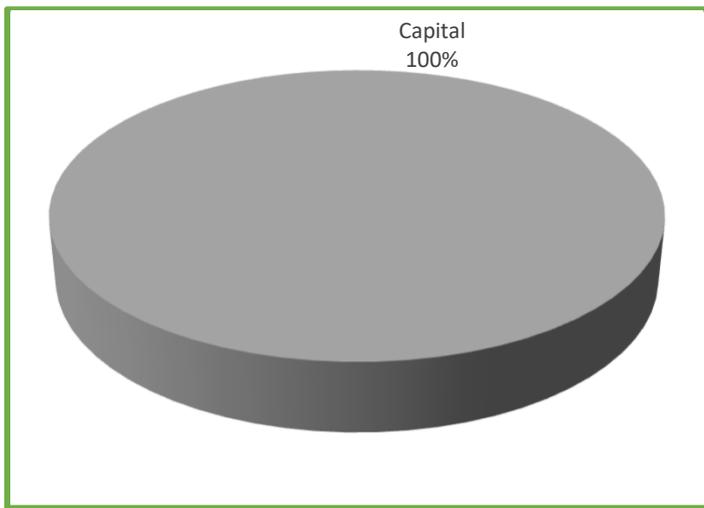
Adopted Budget for the Fiscal Year 2020-2021				
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 95,000.00	\$ 5,126,000.00	\$ 46,091,727.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 95,000.00	\$ 5,126,000.00	\$ 46,091,727.00	



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	5,085,000	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ 5,085,000	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	-	85,000	-
Capital	-	-	5,000,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 5,000,000	\$ (5,000,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	5,000,000
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 5,000,000	\$ -

Capital Project Funds are a type of Governmental Fund that are used for the acquisition, construction or renovation of general fixed assets. This fund will be used to track costs of the construction for the Lubbock County Expo Center financed through revenue collected from a hotel occupancy tax and a short-term car rental tax.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 85,000.00	\$ -
Capital	\$ -	\$ -	\$ 5,000,000.00
Total Budget	\$ -	\$ 85,000.00	\$ 5,000,000.00



Lubbock County, Texas

Adopted Budget

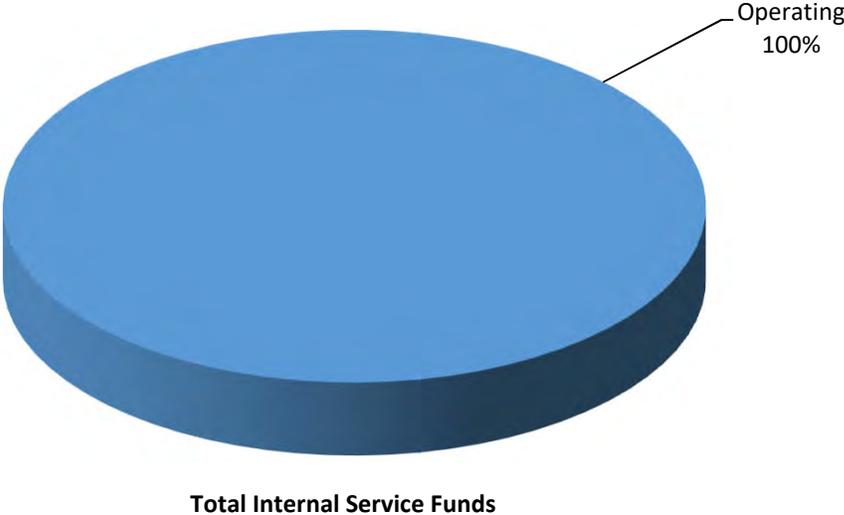
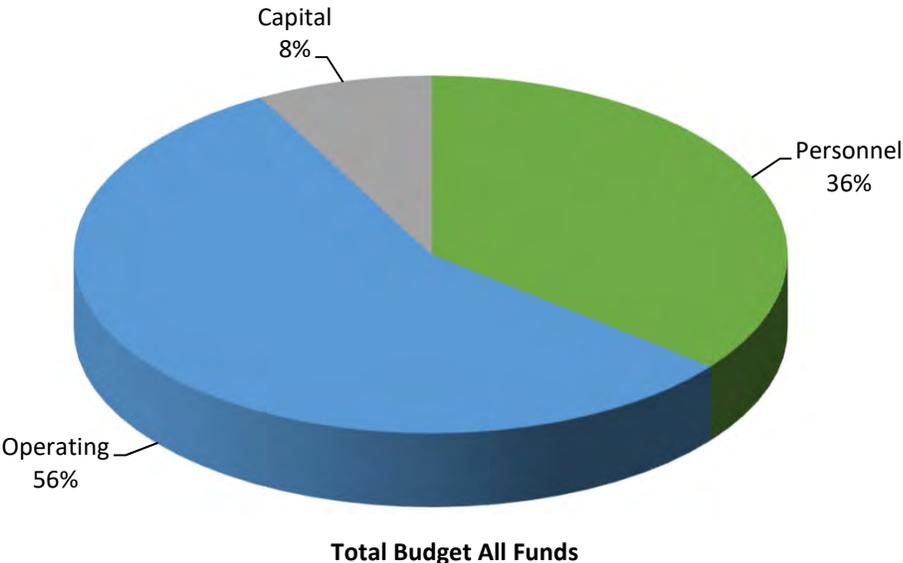
FY 2020 - 2021



Internal Service Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. TOTAL INTERNAL SERVICE FUNDS

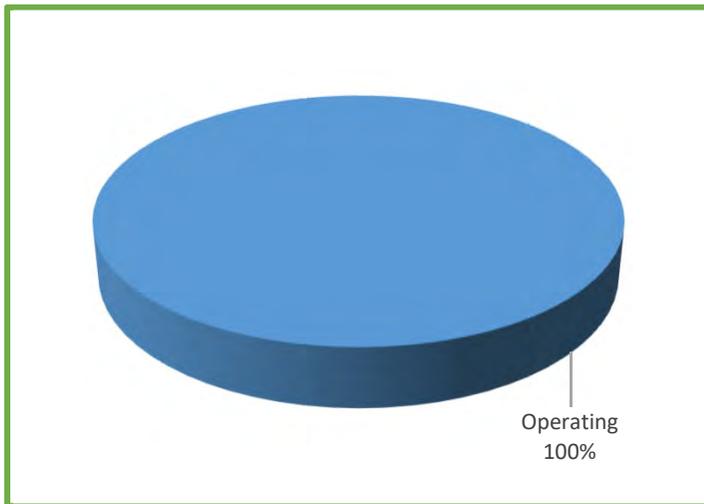
Internal Service funds, a type of proprietary fund, are used to report activities that provide supplies and services for the County's other programs and activities.



	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	156,115	100,000	100,000
Other Revenue	13,616,595	11,189,733	12,778,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 13,772,710	\$ 11,289,733	\$ 12,878,000
EXPENDITURES			
Personnel	-	-	-
Operating	12,546,284	10,142,732	12,878,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 1,226,427	\$ 1,147,001	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	6,422,693	7,649,120	8,796,121
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 7,649,120	\$ 8,796,121	\$ 8,796,121

Internal Service funds are used to report activities that provide supplies and services for the County's other programs and activities. Lubbock County has two Internal Service Funds: Employee Health Fund and Workers' Compensation Fund.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 12,546,283.50	\$ 10,142,732.00	\$ 12,878,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 12,546,283.50	\$ 10,142,732.00	\$ 12,878,000.00



Major Accomplishments in 2020:

- Wellness initiative requiring employees to complete a Health Assessment, Biometric screening and a choice of two other items to receive an HSA employer contributions.
- Disease Management Program - Aetna In-Touch Care. This program provides personalized on-on-one nurse support for health questions, medical referrals and detect future possible health issues.
- Automated file feed from Businessolver to Tyler Munis payroll system to eliminate manual entries.

Goals for 2021:

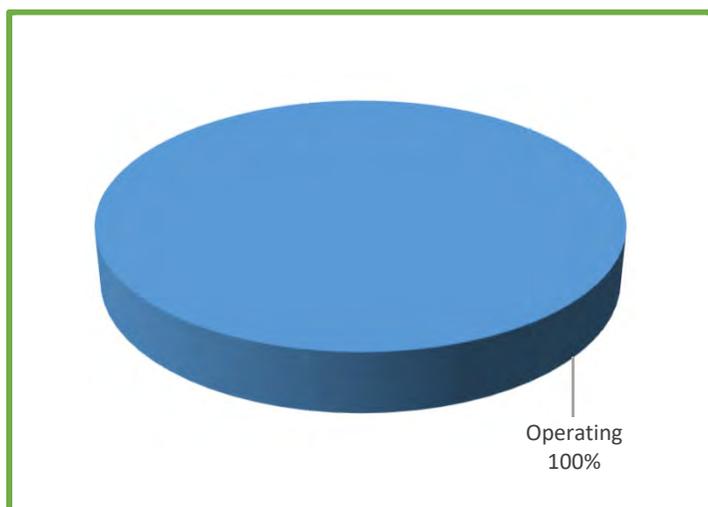
- Complete roll out of employee Wellness Activity Center.
- Continue funding our local Wellness partner which reduces claims cost and improves productivity.
- Consider adding a \$50 a month Tobacco surcharge for employees enrolled in medical coverage effective January 1, 2022.

Performance Measures	FY18	FY19	FY20
Average Covered Employees	932	935	932
Average Covered Pre-65 Retirees	26	24	30
Average Pre-65 Retirees Insurance Marketplace	4	4	5
Average Post-65 Retirees Medicare Supplement Marketplace	59	58	67

	2018-2019 Actuals	2019-2020 Estimates	2020-2021 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	153,175	120,000	120,000
Other Revenue	1,609,342	1,603,570	1,510,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 1,762,517	\$ 1,723,570	\$ 1,630,500
EXPENDITURES			
Personnel	-	-	-
Operating	4,903,620	3,167,488	1,630,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (3,141,104)	\$ (1,443,918)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	10,037,492	6,896,389	5,452,471
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 6,896,389	\$ 5,452,471	\$ 5,452,471

Internal Service funds are used to report activities that provide supplies and services for the County's other programs and activities. Lubbock County has two Internal Service Funds: Employee Health Fund and Workers' Compensation Fund.

Adopted Budget for the Fiscal Year 2020-2021			
	<u>FY19 Actual</u>	<u>FY20 Estimates</u>	<u>FY 21 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 4,903,620.28	\$ 3,167,488.00	\$ 1,630,500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,903,620.28	\$ 3,167,488.00	\$ 1,630,500.00



Major Accomplishments in 2020:

- Trained and transitioned most Workers' Compensation administrative processes to HR Generalist position.
- Commissioners Court approved and funded a new Safety Manager position.
- Monthly review of all claims involving lost time or modified duty.

Goals for 2021:

- Implement My Texas Direct with assistance from My Texas Direct team members and York Risk Services. Notify all employees of the network, hold supervisor training and add to the on-boarding process.
- Fully leverage Maintenance - Safety Manager for County wide safety program.
- Enhance the employee safety incentive program.

Performance Measures	FY18	FY19	FY20
Total Claims Processed	126	118	146
Number of Days of Lost Time	220	236	201

Lubbock County, Texas

Adopted Budget

FY 2020 - 2021



Appendix



RESOLUTION

SETTING THE 2020 TAX RATE FOR THE COUNTY OF LUBBOCK, STATE OF TEXAS

WHEREAS, the applicable statutes of the State of Texas require an annual determination by the Lubbock County Commissioners' Court of the Tax Rate for Lubbock County, Texas based upon the actual financial needs of the county for the year in which such tax rate is to be determined and set, as provided by Article 26.05 (a) and (b) of the Texas Tax Code;

AND WHEREAS, it has come to the attention of the Lubbock County Commissioners' Court from the statutory sources of information upon which it may rely regarding the financial needs of Lubbock County for the current period beginning in 2020, that the tax rate for the year 2020 must be set according to law at 0.339978 cents per one hundred dollar (\$100) valuation, in order to meet the money needs of Lubbock County under the law in the judgment of the Lubbock County Commissioners' Court, the same to be broken down by the proper authorities of this county into two components based upon needs for maintenance and operation and for payment of principal and interest on debt retirement for Lubbock County;

NOW THEREFORE, this Court hereby **ORDERS** in a regular session hereof that the 2020 Tax Rate for Lubbock County be and the same is hereby **ADOPTED** on \$100.00 valuation for the tax year 2020, as follows:

\$.301342	for the purpose of maintenance and operation
\$.038636	for the payment of principal and interest on debt
\$.339978	TOTAL TAX RATE

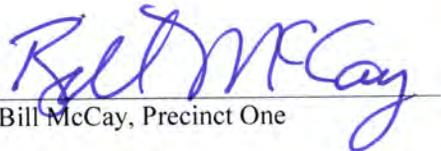
BE IT FURTHER ORDAINED AND ORDERED, that the 2020 original Tax Levy for Lubbock County is \$75,396,373.88.

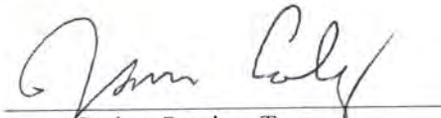
THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

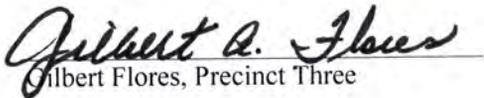
ACCORDINGLY, the Lubbock Central Appraisal District is hereby authorized to assess and collect the taxes of Lubbock County, Texas in accordance herewith.

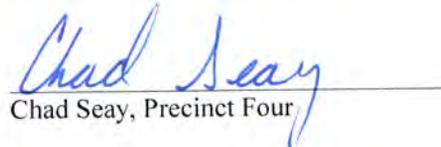
SO ORDERED AND ORDAINED on this the 14th day of September, 2020, to which witness the hand of the Lubbock County Commissioners= Court on the date last written above herein.


Curtis Parrish, County Judge


Bill McCay, Precinct One


Jason Corley, Precinct Two


Gilbert Flores, Precinct Three


Chad Seay, Precinct Four

ATTEST:


Kelly Pinton, County Clerk

REVIEWED FOR FORM:


Neal Burt, CDA-Civil

Goal 1:
Efficient Government:
 Manage all county resources to anticipate and respond effectively and efficiently to the growing needs of Lubbock County.
 Goal Chairperson: Bill McCay, Commissioner Precinct #1

Objective 1: Continue to evaluate and plan for efficient use of all County land and property.

Strategy 1: Subcommittee to continue to evaluate county-wide needs.

Responsible Party: LE-Chief Deputy, Detention-Chief Deputy, District Attorney, Purchasing Director, Information Technology Assistant Director, Commissioner Precinct #4, Maintenance Director, Court Administrator, Public Works Director, AgriLife Extension Agent, and Commissioner Precinct #1
 Subcommittee appointed; ongoing.

Strategy 2: Continued development of a Records & Management Plan for Preservation Threat/Mitigation and Recovery.

Responsible Party: Contract Manager, Maintenance Director, Civil-Attorney, Emergency Management Coordinator, District Clerk, Information Technology Assistant Director, Justice of the Peace #4, and Central Archivist

Strategy 3: The Central Archivist will meet with Lubbock County Department Directors.

Responsible Party: Commissioners' Court

Objective 2: Begin to implement a plan for utilization of regional resources and opportunities.

Strategy 1: Begin gathering surveys and compile data.

Responsible Party: Dispute Resolution Director, (Chair), Efficient Government Committee, Court Administrator, Sheriff's Office & LCJJ

Objective 3: Identify all collectable fees and fines

Strategy 1: Establish a Fee Review Committee and reevaluate annually.

** Committee appointed, Civil-District Attorney, District Clerk, County Clerk, Auditor(Chair), Sheriff's Office Chief Administrator, Information Technology Director, Dispute Resolution Director, Court Administrator, and Judicial Compliance Director

Strategy 2: Continue to review all fees and fines that can legally be collected.

Responsible Party: Civil-District Attorney

Objective 4: Develop Master Plan and implement improvements for Lubbock County Criminal Justice System.

Strategy 1: Maintain regular contact through regularly scheduled quarterly meetings with the Criminal Justice Committee.

Responsible Party: Commissioner Precinct #1

Strategy 2: Prepare a report that identifies and documents pertinent issues to be addressed within the Criminal Justice System.

Responsible Party: Criminal Justice Committee

Strategy 3: The Criminal Justice Improvement is ongoing.

Responsible Party: Criminal Justice Committee

Strategy 4: Annually by June meet with Commissioners' Court for priority budgeting in the Criminal Justice system.

Responsible Party: Sheriff's Office, District Attorney's Office, Court Administration & Facilities

Accomplished and ongoing goals:

- Maintain Strategic Planning Coordinator.
- Each department will provide a projected five-year budget and updated Strategic Plan with annual budget request.
- Ongoing Internal Communication Committee (ICC) (Lunch & Learn) meetings to address operational issues.
- Form the Efficient Government Committee to develop a format for the incorporation of individual Department Plans into the county-wide plan.
- Create a job description for a Central Archivist for Lubbock County.
- Present Central Archivist position to the Personnel Committee.
- Hired a Central Archivist.
- Developed a plan for investigation & utilization of regional resources & opportunities.
- By September of each year update the five-year county-wide plan.
- Lunch & Learn

Goal 2:

Public Safety:

Promote a safe and secure environment for the people of Lubbock County.

Goal Chairperson: Cody Scott and Mike Reed, Sheriff's Office

Objective 1: Complete the enhancement of the security of County Facilities.

Strategy 1: Annually reevaluate all recommendations in place and operating.

Responsible Party: Commissioners' Court and Sheriff's Office

Strategy 2: Complete the remodeling of the courthouse holding cells.

Responsible Party: Commissioners' Court, Sheriff's Office, Maintenance Department

Accomplished and ongoing goals:

- Implementation of recommendations from Security Studies.
- Transition to new detention facility.

Goal 3:
Employee Excellence:
Enhance the quality, productivity, recruiting and retention of the County workforce.
Goal Chairperson: Greg George with the Personnel Committee

- Objective 1:** Employee engagement.
- Strategy 1:** Reevaluate and research employee engagement vendors as needed.
 - Responsible Party:** Personnel Committee and HR
 - Strategy 2:** Employee engagement survey.
 - Responsible Party:** Outside Vendor
 - Strategy 3:** Analyze data and create an action plan that includes targeted training topics as needed.
 - Responsible Party:** Vendor, Personnel Committee & Human Resources
 - Strategy 4:** Maintain results and feedback to employees on survey.
 - Responsible Party:** Vendor, Department Directors & Human Resources
- Objective 2:** Enhance communication and education between administration, employee and department.
- Strategy 1:** Reevaluate and enhance intranet potential.
 - Responsible Party:** LCIT & Web Site Committee
- Objective 3:** Provide employee health and wellness program.
- Strategy 1:** Review and implement new health and wellness program(s).
 - Responsible Party:** Human Resources & Vendor
 - Strategy 2:** Work to incorporate new health and wellness program with wellness fair.
 - Responsible Party:** Human Resources & Vendor
 - Strategy 3:** Assess the program and results.
 - Responsible Party:** Human Resources & Insurance Committee
- Objective 4:** Affirmative Action
- Strategy 1:** Evaluate current tracking system
 - Responsible Party:** Human Resources
 - Strategy 2:** Assess and consider enhancement or purchase of software
 - Responsible Party:** Human Resources & Payroll
 - Strategy 3:** Maintain AA plan
 - Responsible Party:** Human Resources

Accomplished and ongoing goals:

- Prepare annual attrition reports.
- Begin intranet development
- Monthly utilize the Gazebo Gazette.
- Continue to offer quality training on a variety of topics for Department Directors and staff.
- Provide Employee Health and Wellness Program.
- Negotiate a new fitness center discounted rate.
- Host Wellness Fair
- Create and maintain documentation of recruitment record for each job posting and recruitment efforts.
- Expand recruitment efforts to minorities
- Analyzed setbacks of rollout and processes from vendors.
- Work with vendor to create new program and incorporate with wellness fair.

Goal 4:
Service Excellence:
Provide the public with access to quality services that
are both beneficial and responsive.
Goal Chairperson: Ronda Alexander, Texas AgriLife Extension Agent

- Objective 1:** Provide accessibility to services that can be provided on the County website.
- Strategy 1:** By budget deadline ensure that Department Directors have available on-line services.
- Responsible Party:** Department Directors and Web Master
- Strategy 2:** Encourage department Heads to quarterly review and update possible services.
- Responsible Party:** Department Directors
- Objective 2:** Ongoing improve accessibility to public information.
- Strategy 1:** Review with Department Directors public information and services available through websites for County Departments.
- Responsible Party:** Webmaster & Contract Manager
- Strategy 2:** Encourage departments to work with LCIT to develop electronic document storage.
- Responsible Party:** LCIT, Maintenance and Records Management Officer
- Strategy 3:** Investigate the use of Social Media for Public Information.
- Responsible Party:** LCIT, Court Administrator, Human Resources Director, AgriLife Extension Agent
- Objective 3:** Improve accessibility of making payments owed to Lubbock County.
- Strategy 1:** Review and develop county policy for acceptance of funds in compliance with Texas Statutes (i.e. inter-departmentally).
- Responsible Party:** Auditor, Civil District Attorney, Treasurer, Court Administrator (Chair), Information Technology Director, Clerks, Judicial Compliance Director and Dispute Resolution
- Objective 4:** Ongoing customer service communication.
- Strategy 1:** Develop and investigate a feedback instrument for internal and external customers.
- Responsible Party:** AgriLife Extension Agent, Tax Assessor/Collector, County Clerk, Human Resources Director, County Judge Office Manager and Elections Director

Objective 5: Ongoing, encourage departments to utilize intranet to provide employees access to available resources.

Responsible Party: Department Directors

Accomplished and ongoing goals:

- Expand services offered on web-site including intranet.

Goal 5:
Emergency Management
Maintain a comprehensive emergency management program.
Goal Chairperson: Clinton Thetford, Emergency Management Coordinator

- Objective 1:** Ensure emergency management compliance is ongoing.
Strategy 1: Develop a comprehensive Animal Issues Committee.
Responsible Party: Texas AgriLife Office and Emergency Management Coordinator
Strategy 2: Ongoing Annual review of the Animal Issues Emergency Response Team.
Responsible Party: Animal Issues Committee
- Objective 2:** Prepare for the internal Emergency Response Plan.
Strategy 1: Evaluate and continuously assess the development of internal Emergency Response Plan and Emergency Response Action Guides.
Responsible Party: Emergency Management Coordinator & Department Directors
Strategy 2: Review all existing departmental evacuation plans and have all the plans be consistent with the Counties Emergency Response Plan.
Responsible Party: Safety Committee
- Objective 3:** Evaluate and continuously assess external County-wide Emergency Operations Plan.
Strategy 1: Development of procedures to integrate all agencies and jurisdictions within Lubbock County into an Emergency Operations Planning Group.
Responsible Party: County Judge and Emergency Management Coordinator
Strategy 2: Provide appropriate training to emergencies operations planning group to allow for development of County-wide Emergency Operations Plan.
Responsible Party: County Judge and Emergency Management Coordinator
- Objective 4:** Establish Lubbock County Continuity of Operations Plan.
Strategy 1: Begin to develop strategies for a Continuity of Operations Plan
Responsible Party: Safety Committee
Strategy 2: Review and train department directors on developing a Continuity of Operations Planning.
Responsible Party: Emergency Management Coordinator
Strategy 3: Review all departmental Disaster Recovery Plan.
Responsible Party: Emergency Management Coordinator and Department Directors
Strategy 4: Revise and develop and approve a Lubbock County Department Continuity of Operations Plan.
Responsible Party: Emergency Management Coordinator and Commissioners' Court

Objective 5: To participate in regional emergency response planning with our SPAG partners to allow for support to any jurisdiction within the region during times of disaster.

Strategy 1: To participate in regional training and exercising.

Responsible Party: Emergency Management Coordinator and Commissioners' Court

Accomplished and ongoing goals:

- Distribute the "City/County Emergency Response Plan" to Department Directors.
- Identify and schedule classes for those who need to complete NIMS training.
- Prepare annual evacuation plans.

LUBBOCK COUNTY, TEXAS

Summary of Financial Policies

The County has an important responsibility to the citizens of Lubbock County to carefully account for public funds and to plan for adequate funding of services. These financial policies enable the County to achieve responsible stewardship and full disclosure.

Personnel Policy

Lubbock County has implemented the use of a Personnel Committee. The committee is made up of permanent voting members. The permanent members are made up of the Human Resources Director, the Civil District Attorney, and two members of the Commissioners' Court, the County Auditor and Payroll Manager. This committee was not active in FY 2020.

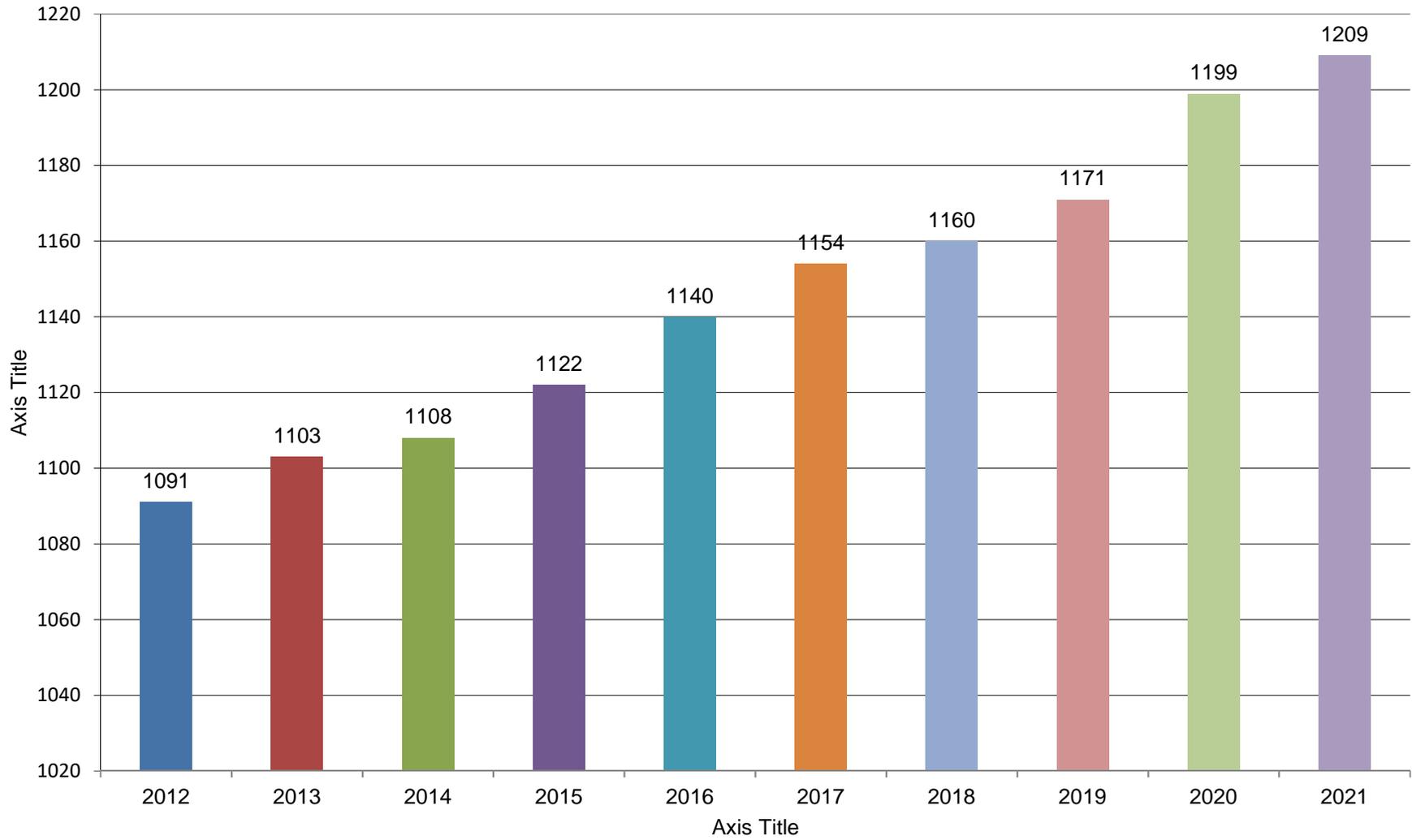
Lubbock County Commissioners' Court approved the following salary increases to departmental budgets for FY2021.

- County Clerk Records Mgt. – staff salary
- County Treasurer- 1st Assistant's salary
- Detention Center – re-class 46 CL02 to PS02
- District Clerk's – overtime increase
- Human Resources – 1st Assistant's salary
- Law Library –Director's salary
- JJC – overtime increase
- Public Works – Director's salary
- Regional Public Defender – staff salary
- Sheriff/Detention Center – STEP and disparity pay
- Sheriff – tele communicators re-class to PS02

Lubbock County will add new staff to several departments for the 2020-2021 budget including the following positions.

- Consolidated Road and Bridge 1
- Information and Technology Systems 3
- Justice Technology Pct. 2 (part-time) 1
- Justice of the Peace Pct.3 1
- MAT Re-entry Grant 2
- Public Works 1
- Sheriff – +1 Crime Scene Investigator, - 2 Bailiffs -1
- Sheriff TAG 1
- Sheriff Commissary Salary 1

**LUBBOCK COUNTY, TEXAS
EMPLOYEE HISTORY
TEN FISCAL YEARS**



LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Administrative Research	3	3	2	2	2	2	2	0	0	0
Commissioners' Court	5	5	5	5	5	5	5	7	8	7
County Clerk	22	22	22	22	22	22	22	22	22	22
County Clerk Records Mgt. and Preservation	3	3	3	3	3	3	3	3	3	3
County Judge	3	2	3	3	3	3	1	1	2	2
County Records Mgt. and Preservation	1	1	1	1	1	1	1	1	1	1
Information Services	16	16	15	15	15	15	15	2	0	0
Information & Technology Systems	0	0	0	0	0	0	0	14	29	32
<u>General Administration</u>	<u>53</u>	<u>52</u>	<u>51</u>	<u>51</u>	<u>51</u>	<u>51</u>	<u>49</u>	<u>50</u>	<u>65</u>	<u>67</u>
Auditor	13	13	14	15	15	15	15	15	15	15
Human Resources	4	4	5	5	5	5	5	5	5	5
Purchasing	5	5	5	5	5	5	5	5	6	6
Tax	30	30	30	32	32	33	36	36	36	36
Treasurer	4	4	4	4	4	5	5	5	5	5
<u>Financial</u>	<u>56</u>	<u>56</u>	<u>58</u>	<u>61</u>	<u>61</u>	<u>63</u>	<u>66</u>	<u>66</u>	<u>67</u>	<u>67</u>
Appellate Court	0	0	4	4	4	4	4	4	4	4
CJD Drug Court	2	2	1	1	0	0	0	0	0	0
District Clerk	29	30	30	30	30	30	30	30	30	30
District Courts	37	38	40	41	41	42	42	44	43	48
DOJ Drug Court	0	0	0	0	0	0	0	0	0	0
Judicial Compliance	6	6	6	6	7	7	7	7	7	7
Justice Court Technology #2	0	0	0	0	0	0	0	0	0	1
Justice of the Peace 1	4	4	4	4	5	5	5	5	5	5
Justice of the Peace 2	4	5	5	5	5	5	5	5	5	5
Justice of the Peace 3	4	4	4	4	4	4	4	4	4	5
Justice of the Peace 4	5	5	5	5	5	5	5	5	5	5
<u>Judicial</u>	<u>91</u>	<u>94</u>	<u>99</u>	<u>100</u>	<u>101</u>	<u>102</u>	<u>102</u>	<u>104</u>	<u>103</u>	<u>110</u>

* Note: Years are based on the fiscal year starting October 1st through September 30th.

LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
CDA Border Prosecution						0	0	0	0	1
CDA Business Crimes	4	1	1	0	0	0	0	0	0	0
CDA VOCA Victim Advocacy Project	0	0	0	0	0	2	2	2	2	2
Dispute Resolution	3.65	3.65	3.00	3	3	3	3	3	3	4
District Attorney	72	72	72	74	74	74	75	77	77	77
Domestic Relations Office	3.15	2.40	3.00	3	3	3	3	3	3	2
Domestic Violence Grant	2	2	2	2	2	1	0	0	0	0
Domestic Violence Recovery	0	0	0	0	0	0	0	0	0	0
Law Library	1	1	1	1	1	1	1	1	1	1
Regional Public Defender Grant	55	64	55	55	55	55	55	56	56	56
CDA SPATTF Grant	6	6	6	6	6	6	6	6	6	6
TIDC Grant	0	0	0	0	1	0	0	0	0	0
Traucy	1.50	0.50	1.00	0	0	0	0	0	0	0
USDA AG Mediation Grant	5.70	1.45	1.00	0	1	1	2	2	2	2
VCLG-Crime Victims	0	0	0	0	0	0	0	0	0	0
Legal	154	154	145	144	146	146	147	150	150	151
Constable Precinct 1	1	1	1	1	1	1	1	1	1	1
Constable Precinct 2	1	1	1	1	1	1	1	1	1	1
Constable Precinct 3	1	1	1	1	1	1	1	1	1	1
Constable Precinct 4	1	1	1	1	1	1	1	1	1	1
Courthouse Security	3	3	2	3	3	3	3	3	3	3
Detention Center	349	349	349	354	357	350	350	351	351	351
MAT-Medication Assisted Treatment Re-Entry	0	0	0	0	0	0	0	0	0	2
Medical Examiner	12	13	13	13	14	18	18	13	13	13
Sheriff	126	133	134	138	148	148	148	148	157	156
Sheriff Commissary Salary	0	0	0	0	0	8	8	8	8	9
TAG Grant	0	0	0	0	0	0	0	2	2	3
Public Safety	494	502	502	512	526	531	531	529	538	541
Facility Maintenance	59	59	64	65	66	71	71	71	72	67
Facilities	59	59	64	65	66	71	71	71	72	67

LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Safety and Enviromental	1	1	1	1	1	1	1	1	1	0
Health	<u>1</u>	<u>0</u>								
General Assistance	4	4	4	4	4	4	4	4	4	4
Veteran's Affairs	1	1	1	1	1	1	1	1	1	1
Welfare	<u>5</u>									
Texas AgriLife Extension	8	8	8	8	8	9	9	9	9	9
Conservation	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
Elections	9	9	9	9	9	9	9	9	9	9
Elections	<u>9</u>									
Consolidated Road and Bridge	42	43	42	42	43	43	48	48	51	51
Public Works	2	2	2	2	2	1	1	2	2	5
Transportation	<u>44</u>	<u>45</u>	<u>44</u>	<u>44</u>	<u>45</u>	<u>44</u>	<u>49</u>	<u>50</u>	<u>53</u>	<u>56</u>
Park Precinct 1	2	2	2	2	2	2	2	2	2	2
Park Precinct 2	3	3	3	3	2	2	2	2	2	2
Park Precinct 3	2	2	2	2	1	1	1	1	1	1
Park Precinct 4	2	2	2	2	2	2	2	2	2	2
Culture/Recreation	<u>7</u>									
Comm Corr Asst Program - LCJJC	0	0	0	0	0	0	0	0	0	0
Juvenile Detention	52	52	57	57	60	61	61	67	67	67
Juvenile Food Service	3	3	3	3	3	3	3	3	3	3
Halfway House - LCJJC	0	0	0	0	0	0	0	0	0	0
TJJD (S) Prevention/Intervention Grant	0	1	1	1	0	0	0	0	0	0
Juvenile Probation	25	25	25	25	27	28	27	27	27	27
Juvenile Star Program	9	9	7	9	9	8	8	8	8	8
TJJD (A) Juvenile Probation Commission Grant	20	20	21	19	14	14	14	14	14	14
TJJD (E) Title IV E	1	1	1	1	1	1	1	1	1	1
Corrections	<u>110</u>	<u>111</u>	<u>115</u>	<u>115</u>	<u>114</u>	<u>115</u>	<u>114</u>	<u>120</u>	<u>120</u>	<u>120</u>
Total Budgeted Positions	<u>1091</u>	<u>1103</u>	<u>1108</u>	<u>1122</u>	<u>1140</u>	<u>1154</u>	<u>1160</u>	<u>1171</u>	<u>1199</u>	<u>1209</u>

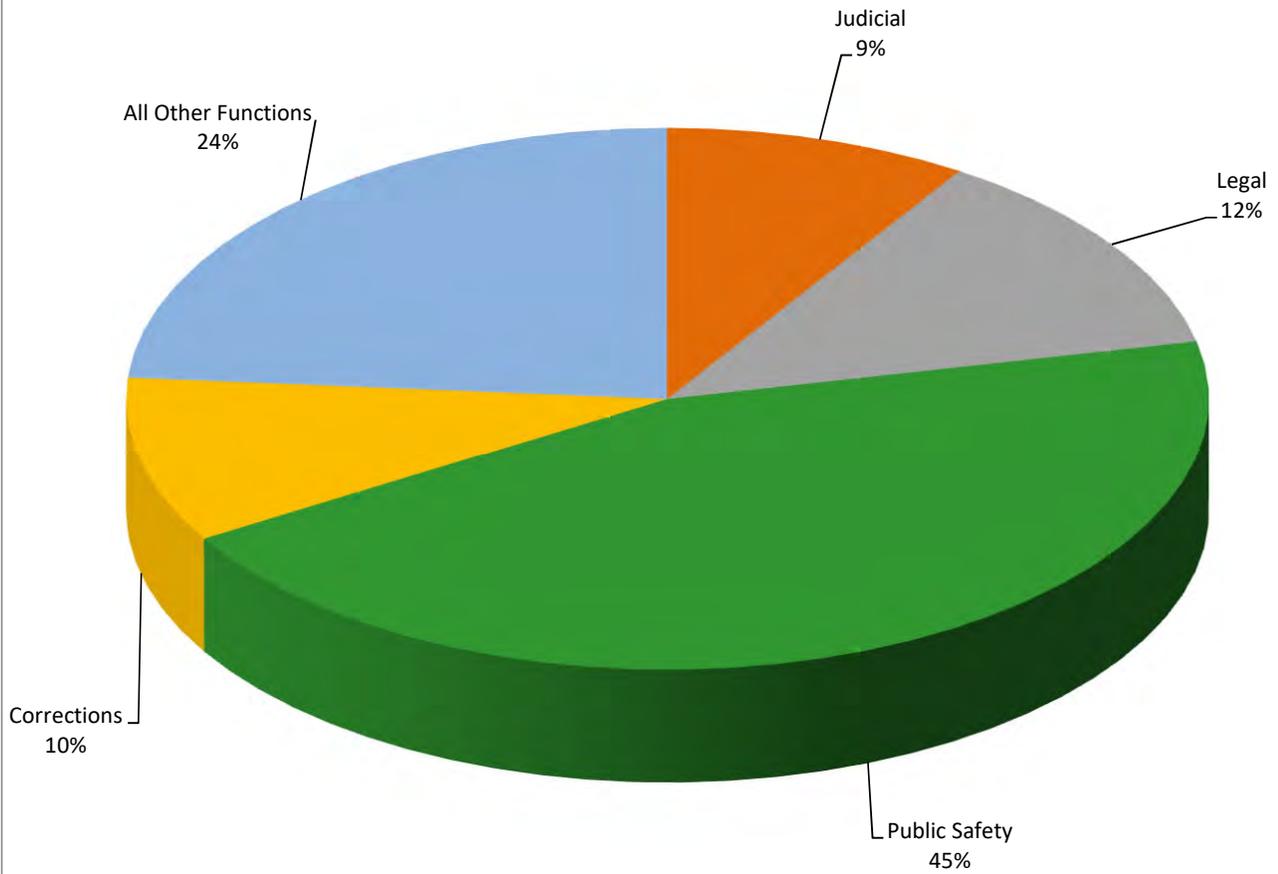
LUBBOCK COUNTY, TEXAS

COMPARATIVE SUMMARY OF EMPLOYEES BY FUNCTION*

<u>Function</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>General Administration</u>	53	52	51	51	51	51	49	50	65	67
<u>Financial</u>	56	56	58	61	61	63	66	66	67	67
<u>Judicial</u>	91	94	99	100	101	102	102	104	103	110
<u>Legal</u>	154	154	145	144	146	146	147	150	150	151
<u>Public Safety</u>	494	502	502	512	526	531	531	529	538	541
<u>Facilities</u>	59	59	64	65	66	71	71	71	72	67
<u>Health</u>	1	1	1	1	1	1	1	1	1	0
<u>Welfare</u>	5	5	5	5	5	5	5	5	5	5
<u>Conservation</u>	8	8	8	8	8	9	9	9	9	9
<u>Elections</u>	9	9	9	9	9	9	9	9	9	9
<u>Transportation</u>	44	45	44	44	45	44	49	50	53	56
<u>Culture/Recreation</u>	7	7	7	7	7	7	7	7	7	7
<u>Corrections</u>	110	111	115	115	114	115	114	120	120	120
<u>Grand Total of Employees</u>	<u>1091</u>	<u>1103</u>	<u>1108</u>	<u>1122</u>	<u>1140</u>	<u>1154</u>	<u>1160</u>	<u>1171</u>	<u>1199</u>	<u>1209</u>

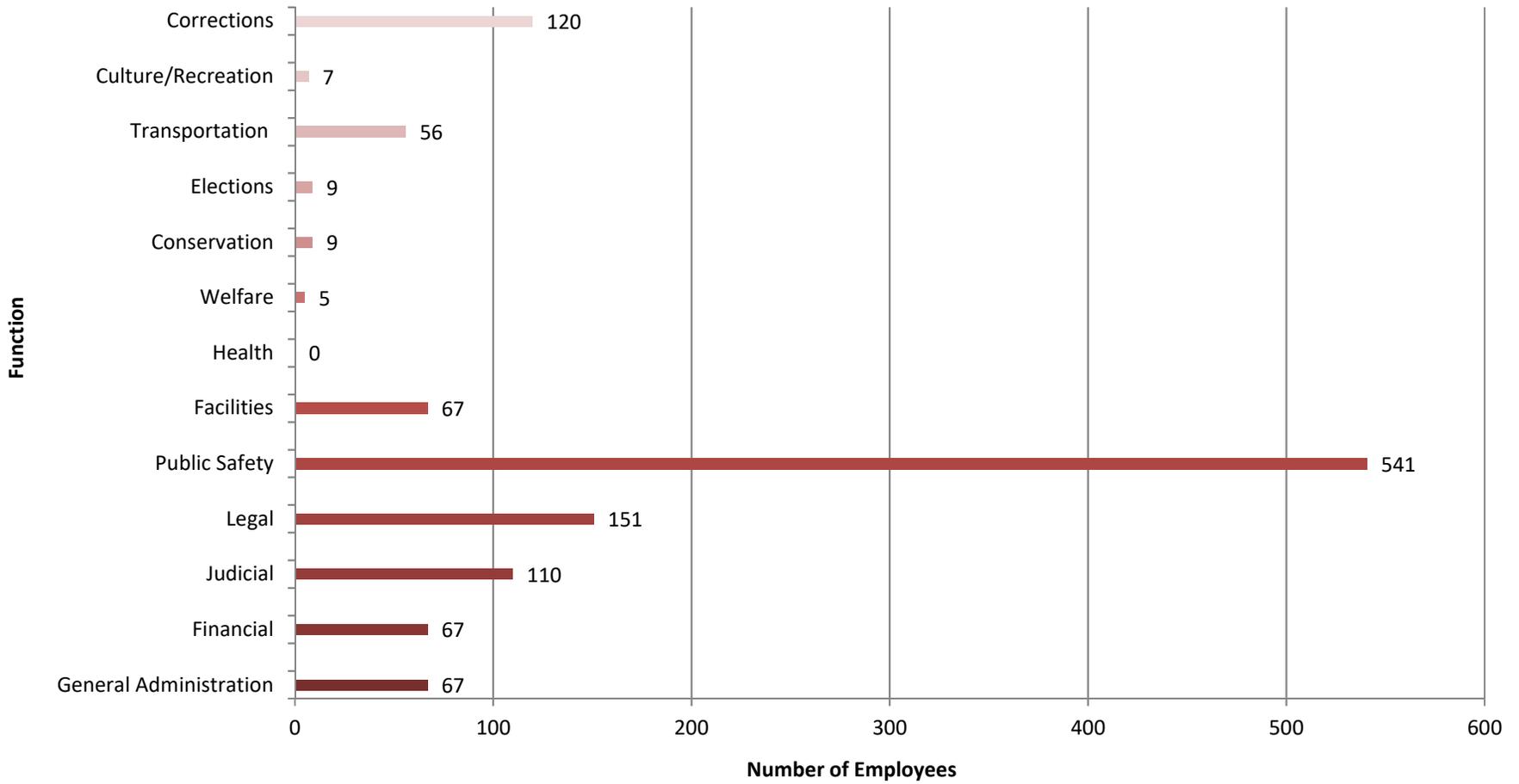
* Note: Years are based on the fiscal year starting October 1st through September 30th.

LUBBOCK COUNTY, TEXAS Employee Summary By Function



LUBBOCK COUNTY, TEXAS

Employee Summary By Function



LUBBOCK COUNTY, TEXAS
Number of Positions by Classification
FY 2020

	Elected	Appointed	Administrative	Professional	Public Safety	Trades & Technical	Clerical	Regular Part Time	Total
General Administration									
Administrative Research	0	0	0	0	0	0	0	0	0
Commissioners' Court	4	0	1	1	0	0	1	0	7
County Clerk	1	0	1	0	0	0	20	0	22
County Clerk Records Mgt. and Preservation	0	0	0	0	0	0	2	1	3
County Judge	1	1	0	0	0	0	0	0	2
County Records Mgt. and Preservation	0	0	0	1	0	0	0	0	1
Information Services	0	0	0	0	0	0	0	0	0
Information & Technology Systems	0	0	1	0	0	29	2	0	32
General Administration Classification Total:	6	1	3	2	0	29	25	1	67
Judicial									
Appellate Court	4	0	0	0	0	0	0	0	4
District Clerk	1	0	1	0	0	0	28	0	30
District Courts	9	24	1	2	0	0	11	1	48
Judicial Compliance	0	0	1	0	0	0	5	1	7
Justice Court Technology JP#2	0	0	0	0	0	0	0	1	1
Justice of the Peace 1	1	0	0	0	0	0	4	0	5
Justice of the Peace 2	1	0	0	0	0	0	4	0	5
Justice of the Peace 3	1	0	0	0	0	0	4	0	5
Justice of the Peace 4	1	0	0	0	0	0	4	0	5
Judicial Classification Total:	18	24	3	2	0	0	60	3	110
Legal									
CDA Border Prosecution	0	0	0	1	0	0	0	0	1
CDA SPATTF Grant	0	0	1	0	4	0	1	0	6
CDA VOCA Victim Advocacy Project	0	0	0	0	0	0	2	0	2
Dispute Resolution	0	1	0	1	0	0	2	0	4
District Attorney	1	2	1	34	15	0	21	3	77
Domestic Relations Office	0	0	0	0	0	0	2	0	2
Law Library	0	0	0	1	0	0	0	0	1
Regional Public Defender Grant	0	21	1	16	8	0	10	0	56
USDA Ag Mediation Grant	0	0	0	1	0	0	1	0	2
Legal Classification Total:	1	24	3	54	27	0	39	3	151
Financial Administration									
Auditor	0	1	1	8	0	0	4	1	15
Human Resource	0	0	1	4	0	0	0	0	5
Purchasing	0	0	1	3	0	0	2	0	6
Tax	1	0	2	0	0	0	32	1	36
Treasurer	1	0	1	0	0	0	2	1	5
Financial Administration Classification Total:	2	1	6	15	0	0	40	3	67
Public Facilities									
Facility Maintenance	0	0	2	0	0	59	3	3	67
Public Facilities Classification Total:	0	0	2	0	0	59	3	3	67

LUBBOCK COUNTY, TEXAS
Number of Positions by Classification
FY 2020

	Elected	Appointed	Administrative	Professional	Public Safety	Trades & Technical	Clerical	Regular Part Time	Total
Public Safety									
Constable Precinct 1	1	0	0	0	0	0	0	0	1
Constable Precinct 2	1	0	0	0	0	0	0	0	1
Constable Precinct 3	1	0	0	0	0	0	0	0	1
Constable Precinct 4	1	0	0	0	0	0	0	0	1
Courthouse Security	0	0	0	0	3	0	0	0	3
Detention Center	0	0	3	0	333	0	15	0	351
MAT-Medication Assisted Treatment Re-Entry	0	0	0	2	0	0	0	0	2
Medical Examiner	0	1	0	0	1	8	3	0	13
Sheriff	1	0	2	0	123	1	25	4	156
Sheriff Commissary Salary	0	0	0	4	2	1	1	1	9
TAG Grant	0	0	1	0	0	0	2	0	3
Public Safety Classification Total:	5	1	6	6	462	10	46	5	541
Transportation									
Consolidated Road and Bridge	0	0	1	0	0	48	2	0	51
Public Works	0	0	1	1	0	1	2	0	5
Transportation Classification Total:	0	0	2	1	0	49	4	0	56
Miscellaneous									
Elections	0	1	1	1	0	2	4	0	9
General Assistance	0	0	1	2	0	0	0	1	4
Idalou/New Deal Park	0	0	0	0	0	0	0	1	1
Juvenile Detention	0	0	1	3	59	0	1	3	67
Juvenile Food Service	0	0	0	0	0	3	0	0	3
Juvenile Probation	0	1	2	16	4	1	3	0	27
Juvenile Star Program	0	0	0	0	8	0	0	0	8
Precinct 1 Park	0	0	0	0	0	1	0	1	2
Safety and Environmental	0	0	0	0	0	0	0	0	0
Shallowater Park	0	0	0	0	0	1	0	1	2
Slaton/Roosevelt Park	0	0	0	0	0	1	0	1	2
Texas Agrilife Extension	0	6	0	0	0	0	2	1	9
TJJD (A) Juvenile Probation Commission Grant	0	0	0	8	6	0	0	0	14
TJJD (E) Title IV E Grant	0	0	0	1	0	0	0	0	1
TJJD (S) Prevention/Intervention Grant	0	0	0	0	0	0	0	0	0
Veteran's Affairs	0	0	0	0	0	0	1	0	1
Miscellaneous Classification Total:	0	8	5	31	77	9	11	9	150
Total All Classifications	32	59	30	111	566	156	228	27	1209

Lubbock County Compensation Classification Schedule

FY2021

Grade	Min	Mid	Max	Classification
PT	7.25/hr	10.76/hr	16.36/hr	Part Time Clerk
CL01	\$21,531	\$25,837	\$36,172	Clerk I Non-exempt
CL02	\$25,276	\$30,330	\$42,462	Clerk II Non-exempt
CL03	\$30,892	\$37,070	\$51,898	Clerk III Non-exempt
CL04	\$47,476	\$48,720	\$61,334	Clerk IV Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Part-time correctional or law enforcement officer
PS01	\$18,535	\$28,053	\$37,570	Security officer - Non-exempt
PS02	\$20,624	\$33,177	\$45,729	Correctional & law enforcement officer II - Non-exempt
PS03	\$24,062	\$37,210	\$50,356	Correctional & law enforcement officer III - Non-exempt
PS04	\$26,354	\$39,787	\$53,219	Corporals, correctional & law enforcement officer IV - Non-exempt
PS05	\$32,082	\$47,476	\$60,969	Sergeants, correctional & law enforcement supervisor V (note 4)
PS06	\$47,476	\$55,991	\$70,878	Lieutenants, correctional & law enforcement supervisor VI Exempt
PS07	\$52,707	\$74,516	\$96,325	Captains - Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Part-time technician
TR01	\$22,439	\$28,048	\$42,073	Technician I Non-exempt
TR02	\$26,538	\$33,172	\$49,758	Technician II Non-exempt
TR03	\$29,763	\$37,204	\$55,806	Technician III Non-exempt
TR04	\$31,825	\$39,780	\$59,671	Technician IV Non-exempt
TR05	\$47,476	\$50,976	\$69,778	Technician V Exempt
TR06	\$50,766	\$57,960	\$82,551	Technician VI Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Degreed Professional
PR01	\$31,473	\$39,340	\$59,011	Degreed Entry Level Professional
PR02	\$47,476	\$49,931	\$67,374	Degreed Professional, entry level Attorney
PR03	\$51,825	\$55,495	\$75,822	Licensed Professional
PR04	\$56,572	\$60,576	\$82,764	Licensed Professional
PR05	\$61,754	\$66,499	\$91,205	Licensed Professional
PR06	\$67,411	\$73,168	\$100,888	Licensed Professional - Advanced degree required
PR07	\$73,586	\$80,366	\$111,270	Licensed Professional - Advanced degree required
AD01	\$47,476	\$49,724	\$66,897	Dept. Supervisors - Exempt
AD02	\$52,950	\$57,283	\$78,810	Dept. First Assistants - Exempt
AD03	\$59,055	\$69,048	\$99,767	First Assistants large Dept. - Exempt
AD04	\$65,864	\$77,009	\$111,270	Dept. Directors - Exempt

Note 1: Non-exempt status requires overtime compensation. Exempt status does not allow compensation for overtime (over 40 hours).

Note 2: Supervision generally includes oversight of a major function of a department or primary responsibility for one or more of the following: training, discipline, evaluations, leave scheduling and suspensions.

Note 3: Administration includes supervision as well as hiring, separation, budget preparation and management, etc.

Note 4: Probation officers are Non-exempt. Degreed specialists and Master level therapist are exempt. Each position is individually evaluated in accordance with FLSA standards.

Note 5: Terms and descriptions used herein are for Lubbock County administrative purposes only.

*See matrix for additional detail

Lubbock County Compensation Classification Matrix FY2021

Guidelines Designed to Assist in Classifying County Employees

Category	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7
Clerical Public Servant who prepares documents and files, greets the public, maintains records	Meets the minimum qualifications of the job. Non-exempt	Demonstrates proficiency in job related tasks. Non-exempt	Demonstrates proficiency in job related tasks. Duties include supervision. Non-exempt (see note 2)	Demonstrates proficiency in job related tasks. A working supervisor and/or executive assistant Exempt			
Trades & Technical Public Servant with a technical, vocational or trades skill(s)	Meets the minimum qualifications of the job. Entry level position. Non-exempt	Requires proficiency in job related tasks. Non-exempt	Requires advanced proficiency in job related tasks. Demonstrates leadership qualities. Non-exempt	Requires proficiency in job related tasks. Has either advanced trade/technical skills and/or supervisory duties. Exempt & Non-exempt (see note 4)	Requires proficiency in job related tasks. A specialist in a technical field, working supervisor or foreman. Exempt	Requires proficiency in job related tasks. Network administrator or supervisor of a major division of a department. Seasoned supervisor. Exempt	
Public Safety Public Servant working in a department whose primary function is the protection of citizens and property.	Meeting the minimum qualifications of the job. Non-exempt	Requires proficiency in job related task. Has obtained Basis Level Certification. Non-exempt	Requires proficiency in job related task. Has obtained intermediate job certifications. Non-exempt	Requires proficiency in job related tasks. Has obtained advanced job certifications. Corporals. Responsible for limited supervision. Non-exempt	Requires proficiency in job related tasks. Sergeants. Working Supervisors. Exempt & Non-exempt	Requires proficiency in job related tasks. Lieutenants. Assigned to supervise others. Extensive experience as a supervisor. Exempt	Requires proficiency in job related tasks. Captains. Requires Bachelor degree or equivalent job related experience. Exempt
Professional Public Servant with expert and specialized knowledge in a field requiring a bachelor's degree or higher level education	Meets the minimum qualifications of the position. Often an entry level professional position. Non-exempt	Requires proficiency in position related tasks. Entry level Attorney. Non-exempt & Exempt (see note 4)	Requires proficiency in the position. Utilizes independent judgment and decision making with little oversight. Licensed professional. Exempt	Requires proficiency in position. Enjoys considerable work autonomy with some supervision duties. Licensed professional. Exempt	Requires proficiency in position. Enjoys considerable work autonomy with limited management duties. Licensed professional. Exempt	Requires proficiency in position. Experienced manager and a Licensed professional. Advanced degree required. Exempt	Requires proficiency in the position. Responsible for a division within the department. Licensed professional. Advanced degree required. Exempt
Administrative Public Servant with oversight and responsibility for the function of a department, first assistant leader or a supervisor.	Supervises the operation of a department. Requires Bachelor degree or equivalent job-related experience. Exempt (see note 2)	First Assistant in a department. Requires a Bachelor degree or equivalent job-related experience. Exempt	First Assistant in a department (50 + employees) and/or position requires a unique skill set in a highly technical environment. Requires a Bachelor degree or equivalent job-related experience. Exempt	Department Director or equivalent. Requires a Bachelor degree or equivalent job-related experience. Exempt			

LUBBOCK COUNTY, TEXAS

Summary of Financial Policies

Revenue Policies

- Establish user fees and charges permitted by law at reasonable levels to provide those services at or near the cost of providing the services.
- Pursue the enactment of new legislation.
- Collect ad valorem property tax revenues.
- Collect outstanding fines and fees due the County.
- Monitor the General Fund unreserved fund balance and not utilize the fund balance by an amount greater than 25% of the General Fund appropriation.

Capital Expenditure Policy

Individual purchases exceeding \$5,000 are defined and budgeted as capital expenditures. Expenditures that are more than \$1,000 and less than \$5,000 are budgeted as non-capital expenditures. Expenditures less than \$1,000 are budgeted as supplies. Lubbock County routinely budgets the purchase of vehicles in the capital expenditure; the amount budgeted is relatively insignificant.

The current capital expenditure budget for Lubbock County is \$19,502,473, which is an increase of \$7,457,320 from the 2020 budget.

- The Permanent Improvement Fund accounts for 26.23% of the 2021 capital expenditure budget. These funds will be used to renovate the Courthouse, the Lubbock County Office Building, the Sheriff's Office Garage, and the Lubbock County Juvenile Justice Center. The improvements include renovation for critical life safety upgrades and security enhancements.
- The Venue Capital Project Fund accounts for 25.6% of the 2021 capital expenditure budget. These funds are proceeds of the bonds and proceeds from the collection of Venue Project taxes prior to the date of the issuance of the bonds will be used to develop and construct the Venue Project.
- The Consolidated Road and Bridge Fund accounts for 12.51% of the 2021 capital expenditure budget. These funds will be used for the Loop 88 Right of Way installment payment, road projects that are needed due to the growth in the unincorporated areas of the County, one ton truck, Trimble Business software and the purchase of heavy equipment.
- The General Fund accounts for 18.7% of the 2021 capital expenditure budget. The court approved to the implementation of the Video Visitation Solution and the integrated justice and information management system. In addition, eight vehicles for law enforcement, inmate transportation, maintenance and Texas AgriLife.

The schedule below shows capital expenditures included in the 2021 budget, all funds with capital expenditure budgets under \$100,000 are listed under “All other funds”:

Fund	Amount
Permanent Improvement	\$5,116,388.00
Venue Capital Project	5,000,000.00
Technology Information Systems	2,735,000.00
Consolidated Road And Bridge	2,439,224.00
CRTC Renovations #2	1,700,000.00
Sheriff	803,000.00
LCETRZ No1 Tax Increment Fund	703,090.00
All Other Funds	406,032.00
Shallowater Park	150,000.00
Homeland Security Grant	135,962.00
Tag Grant	113,777.00
HAVA Grant	100,000.00
Sheriff Contraband	100,000.00
Total Capital Expenditures	\$19,502,473.00

The Court will evaluate the County’s capital needs throughout the year and especially during the budget process for fiscal budget impact.

Lubbock County, Texas

Fund Balance Policy

Revised for GASB 54

Purpose

The purpose of this policy is to establish a key element of the financial stability of the County by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the County maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the County's general operations.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that is spendable and nonspendable. These are broken up into five categories:

- 1) **Nonspendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory and prepaid items.
- 2) **Restricted fund balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants, certain fees and major construction projects.
- 3) **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that the imposed the constraint originally.
- 4) **Assigned fund balance** – comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned fund balance** – is the residual category of the general fund and includes all amounts not contained in other categories. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The Commissioners' Court is the County's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an order approved by the Commissioner's Court. The order must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- When it is appropriate for fund balance to be assigned, the Commissioners' Court has authorized the County Auditor as the official authorized to assign fund balance to a specific purpose as approved by the fund balance policy. Assignments may occur subsequent to fiscal year end.

Minimum Unassigned Fund Balance

It is the goal of the County to achieve and maintain an unassigned fund balance in the general fund equal to 25% of expenditures to provide the County with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The County considers a balance of less than 15% to be cause for concern, barring unusual or deliberate circumstances.

If unassigned fund balance falls below the goal or has a deficiency, the County intends to take action during the annual budget process to reach compliance within two annual budget cycles. Actions in the budget process available to increase the unreserved general fund balance may include increasing taxes, decreasing spending in specific areas, dedicating one-time revenues to fund reserves or making transfers of excess fund balances from other funds.

Order of Expenditures of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is funded partly by a grant, funds set aside by the Commissioners' Court, and unassigned fund balance), the County will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

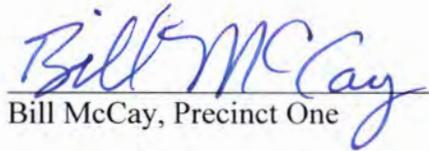
Now, therefore, be it resolved that the Lubbock County Commissioners' Court commits a portion of its General Operating Fund Balance to the following:

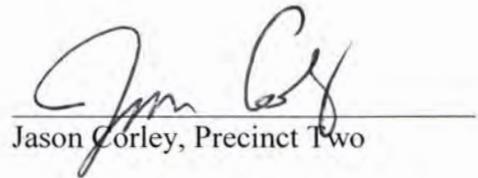
- Major Capital Projects –major building and equipment purchases, replacement or repair.
- Technology Equipment Expenditures – future replacement or enhancement of computer hardware and software including emerging advance computer technology.
- Special Programs and Strategic Planning Expenditures – development and implementation of programs benefitting Lubbock County.

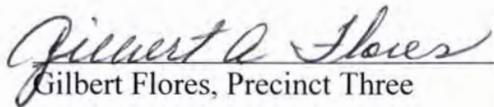
Be it further ordered that the Lubbock County Commissioners' Court commits a portion of its Special Revenue Fund Balance to the following:

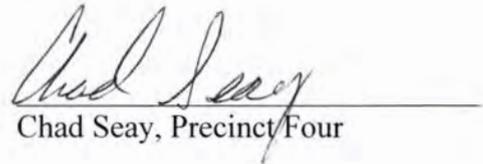
- County Road Infrastructure and Lubbock Metropolitan Planning Organization Projects – Funds that are generated by and dedicated for the purpose of building and maintain county roadways.

SO ORDERED on this the 28th day of September, 2020, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.


Bill McCay, Precinct One


Jason Corley, Precinct Two


Gilbert Flores, Precinct Three


Chad Seay, Precinct Four


Curtis Parrish, County Judge

ATTEST:

REVIEWED FOR FORM:

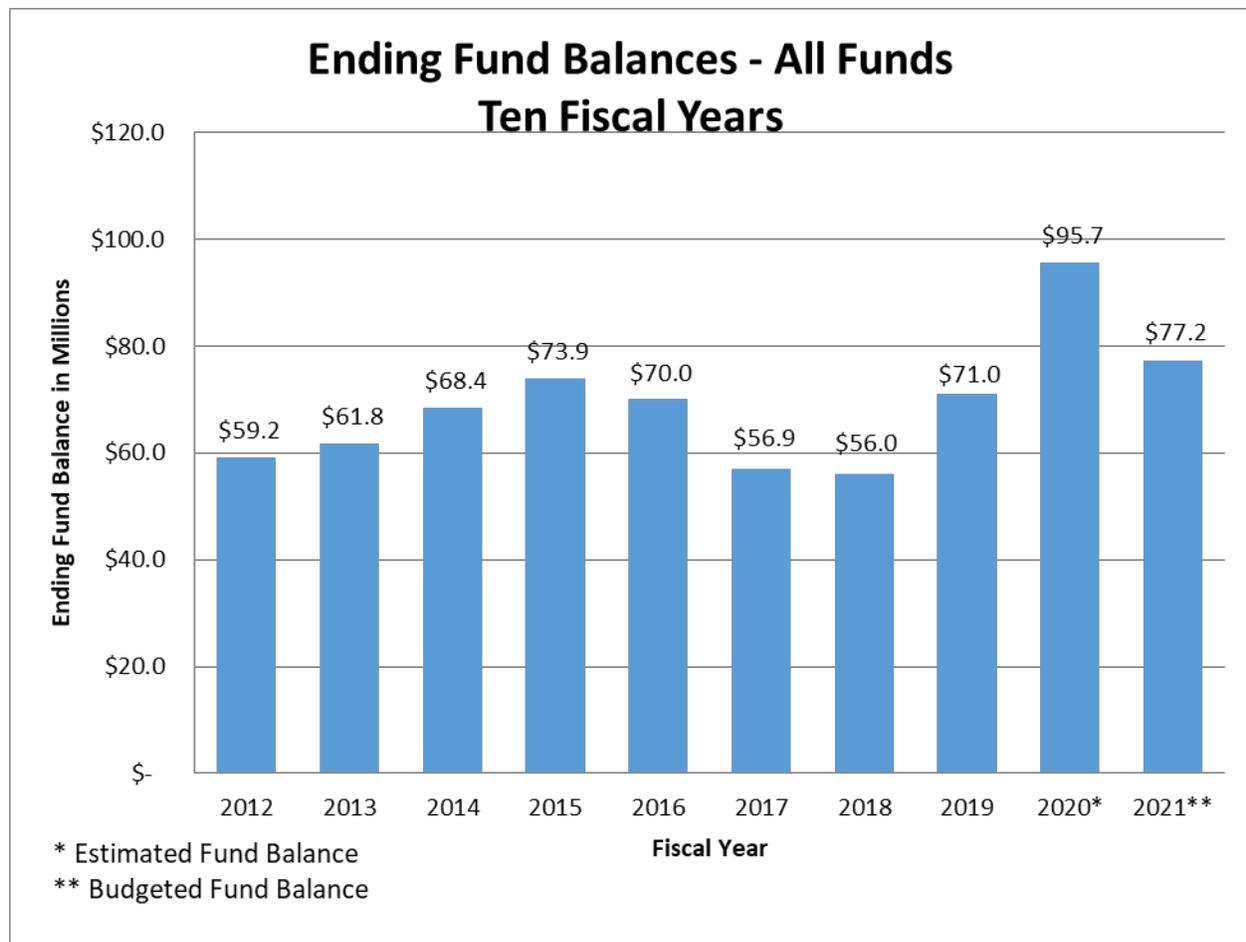

Kelly Pinion, County Clerk


Neal Burt, CDA-Civil

General Fund Unreserved Fund Balance Policy

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls, disasters and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long-term financial planning. In most cases, discussions of fund balance will properly focus on a government's *general fund*.

Credit rating agencies carefully monitor levels of fund balance and unreserved fund balance in a government's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unreserved fund balance for state and local governments. The following chart shows fund balance for all funds for the past ten fiscal years. The chart illustrates the use of the tax notes and general funds for renovations to the Law Enforcement Center and CRTC Building during 2014-2018, throughout the construction phase of the project. Various building renovations, technology enhancements and road projects are reflected in FY 2019 budgeted fund balance. The following chart shows estimated fund balance for FY 2020 and budgeted fund balance for FY 2021.



Lubbock County, Texas Fund Balance Commitment

WHEREAS, the Government Standards Accounting Board (GASB) has issued Statement No. 54 establishing a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and

WHEREAS, the Commissioners' Court is the highest level of decision-making authority, and has the authority to commit, assign, or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and

WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Commissioners' Court; and

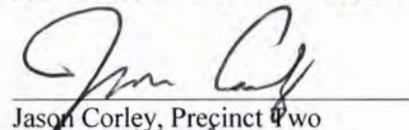
WHEREAS, the Commissioners' Court has determined it will commit \$12,275,000.00 of fund balance from General Fund Reserves to fund:

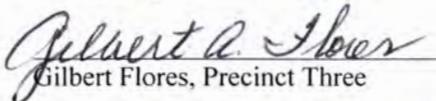
• Constable Deputies Equipment (FY22)	\$ 144,000.00
• CRTC Renovations Phase IV (FY22)	\$ 1,000,000.00
• 916 Main Roof Replacement (FY22)	\$ 575,000.00
• Loop 88 Right of Way (FY22)	\$ 1,250,000.00
• Woodrow Road (FY22)	\$ 841,000.00
• CRTC Renovations Phase IV (FY23)	\$ 1,925,000.00
• Detention Center Flooring (FY23)	\$ 300,000.00
• LCJJC 12 Classroom Addition (FY23)	\$ 2,000,000.00
• Detention Center Flooring (FY24)	\$ 500,000.00
• 916 Main 1 st Floor Renovations (FY24)	\$ 1,000,000.00
• 916 Main 1st Floor Renovations (FY25)	\$ 1,740,000.00
• APO Relocation (FY25)	\$ 1,000,000.00

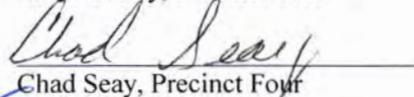
NOW, THEREFORE, be it ordered, the Commissioners' Court of Lubbock County, Texas in accordance with the provisions of GASB 54 hereby commits \$12,275,000.00 from General Fund Reserves. These funds in the General Fund cannot be used for any purpose other than directed above, unless the Commissioners Court adopts another order to remove or change the constraint. In addition, the General Fund remaining fund balance will be unassigned and will be used to maintain general operations.

SO ORDERED on this the 28th day of September, 2020, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.


Bill McCay, Precinct One


Jason Corley, Precinct Two


Gilbert Flores, Precinct Three

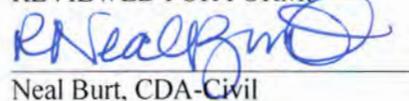

Chad Seay, Precinct Four


Curtis Parish, County Judge

ATTEST:


Kelly Pinion, County Clerk

REVIEWED FOR FORM:


Neal Burt, CDA-Civil

Budget Policy and Procedures

The preparation and administration of the budget is one of the most important activities in county government. Funding priority is given to mandated functions when allocating scarce resources. All other additions or expansions will be dependent upon available revenue resources or decline in offsetting expenditures. The County Auditor is by law responsible for establishing and maintaining the accounting system of County government and is independent of the Commissioners' Court. Pursuant to the Texas Local Government Code, Section 111.034(b)(4) and Section 111.039 (b), the County Auditor provides revenue estimates and the budget must be balanced using these estimates plus any fund balance left on the last day of the preceding fiscal year, if needed. The budget adopted by Commissioners' Court is a balanced budget where revenues and a small portion of fund balance, if needed, equal expenditures. The County Auditor's revenue estimates count only cash expected to be received during the fiscal year.

Lubbock County's budget for governmental and proprietary funds is maintained on a modified accrual basis. The County's Comprehensive Annual Financial Statement is also prepared using a modified accrual basis of accounting. This means that revenues are recorded when available and measurable and expenditures are recorded when the services or goods are received and the liabilities are incurred.

The County Commissioners' Court, under budgetary laws established by the Texas legislature, is required to adopt an annual budget for all governmental fund types to cover all the proposed expenditures of the county government, and to levy a tax sufficient, when considered with other revenues and available funds, to provide for these expenditures. Once the budget is approved, no expenditures may be made except in strict compliance with the budget. During the fiscal year, the Commissioners' Court evaluates the budget and makes revisions in response to economic conditions and unanticipated and unfunded expenditure demands. Emergency expenditures in case of grave public necessity, to meet unusual and unforeseen conditions which could not, by reasonably diligent thought and attention, have been included in the original budget, may from time to time be authorized by the Court as amendments to the original budget. The Commissioners' Court by order may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure. The Commissioners' Court is the sole agency having discretionary power to determine existence of such facts as would constitute an emergency justifying a budget adjustment.

The following procedures are followed in establishing the budgetary data:

- a. Prior to June 15, the County Auditor, as the County's Chief Budgetary Officer, will submit to the Commissioners' Court a preliminary operating budget for the fiscal year commencing the following October 1.
- b. After the presentation of the proposed budget and prior to September 1, the Commissioners' Court will conduct a series of hearings with the individual department

heads to review and analyze their expenditure requests. These meetings are all open to the public to encourage public comment.

- c. Prior to September 15, the Commissioners' Court will finalize the proposed budget and file it with the County Clerk.
- d. Prior to October 1, public hearings will be held to receive citizen input, adopt the budget, and set the tax rate for the upcoming year.
- e. All budget amendments are approved by the Commissioners' Court.
- f. Budgets for the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America for governments, using the modified accrual basis of accounting.
- g. By law, appropriations for the total County budget cannot exceed total resources that will be available for the year as forecasted by the County Auditor.
- h. The level of budgetary control (that is the level at which expenditures may not legally exceed appropriations) is established by organization within an individual fund.

Texas Budget Policy

The following information outlines the budget requirements prescribed in Chapter 111 of the Local Government code.

- a. County Auditor serves as budget officer
- b. Annual budget is required
- c. Expenditures are not allowed to be made until the Commissioners' Court has adopted a budget for that fiscal year
- d. Proposed budget is required to be filed with the County Clerk and made available for public inspection
- e. Public hearing is required to be held on proposed budget
- f. Adoption of budget
- g. Approved budget is to be filed with County Clerk

The Commissioners' Court is to spend funds in strict compliance with the approved budget. It is Lubbock County policy that all budget amendments must be presented to Commissioners' Court for approval. The departments must submit the amendments with a specific description stating the reason for the amendment, no generic reasons are accepted. The Commissioners' Court does not generally accept moving money to or from personnel line items to or from operating line items.

The Budget Calendar for the current Fiscal Year is presented on the following page.

**LUBBOCK COUNTY
Budget Calendar
FY2021**

<u>Date</u>	<u>Calendar of Events</u>	<u>Time</u>
April 13, 2020	Public Meeting - Approve Budget Calendar.	10:00 AM
April 30, 2020	Chief Appraiser delivers "Estimate of Total Taxable Value." <small>Tax Code 26.01(e)</small>	
May 14, 2020	Departmental Budget Preparation Packets distributed.	
May - June 2020	Departments complete Departmental Request Forms.	
June 11, 2020	Deadline for Departments to submit initial Budget Requests.	Noon
June 2020	Compile initial revenue estimates/Prepare Preliminary Budget.	
July 1, 2020	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
July 13 & 14, 2020	Public Meeting - Departmental Hearings with Commissioners' Court. (Departments TBD)	1:30 PM
July 15 & 16, 2020	Public Meeting - Departmental Hearings with Commissioners' Court. (Departments TBD)	9:00 AM/1:30 PM
July 22 & 23, 2020	Public Meeting - Budget Workshop with Commissioners' Court.	9:00 AM/1:30 PM
July 25, 2020	Certified Roll Delivered from LCAD. <small>Tax Code 26.01, (a-1)</small>	
July 27, 2020	Public Meeting - to select Grievance Committee Members.	10:00 AM
July 27, 2020	Public Meeting - Departmental Hearings with Commissioners' Court.	1:30 PM
July 28, 2020	Public Meeting - Budget Workshop with Commissioners' Court.	9:00 AM/1:30 PM
July 30, 2020	Publish " <i>Notice of Proposed Elected Officials Salaries</i> ". <small>LGC 152.013(c)</small>	
July 30, 2020	**File proposed budget with the County Clerk <small>LGC 111.006, 111.037, 111.066</small>	** Suggested date
August 7, 2020	LCAD sends calculated no new revenue, formerly called "effective rate". <small>Tax Code 26.04(b)(e-2)</small>	
August 10, 2020	Public Meeting - to discuss tax rate. <small>Tax Code 26.17, Tax Code 26.04(e)</small>	10:00 AM
August 10, 2020	Public Meeting - to set the salary, expenses, and other allowances of elected county or precinct officers.	10:00 AM
August 10, 2020	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
August 11, 2020	Notify each elected county or precinct officers of their salary and expense allowances.	
August 12, 13, & 14, 2020	Public Meeting - Budget Workshop with Commissioners' Court.	9:00 AM/1:30 PM
August 17, 2020	Publish and Post on Website " <i>Notice of Proposed Tax Rate</i> ". (if needed)	
August 24, 2020	Public Meeting - Consider Grievance Committee recommendation. (if needed)	10:00 AM
August 24, 2020	Public Meeting - 1st Public Hearing on Tax Increase. (if needed)	10:15 AM
August 31, 2020	Publish and Post on Website " <i>Notice of Public Hearing on Budget</i> ".	
August 31, 2020	File proposed Budget with County Clerk and make it available for public review on Website.	
August 31, 2020	Notify departments of proposed Budget appropriations.	
September 1, 2020	Public Meeting - 2nd Public Hearing on Tax Increase. (if needed)	10:15 AM
September 14, 2020	Public Meeting - Hearing on Budget.	10:30 AM
September 14, 2020	Public Meeting - Adopt Budget.	10:30 AM
September 14, 2020	Public Meeting - Adopt tax rate.	10:30 AM

File copy of Adopted Budget with County Clerk.

Summary of Financial Policies

Risk Management

The County developed the Workers Comp Fund for the purpose of self-insuring. Funding is in the form of departmental contributions based on risk exposure and prior experience. The County has consistently maintained insurance policies for liability, fire and property coverage. The County actively encourages staff to participate in programs to reduce expenses by actively managing claims and encouraging and supporting strong safety and loss prevention programs.

Self-Insurance Fund

The County's health insurance plan is self-insured. The County purchases stop loss coverage on an individual and aggregate basis in the event costs exceed a certain amount. Funding for the plan is derived from charges to departments on a per employee basis. Coverage is offered to all full-time employees and part-time employees meeting certain requirements. A nominal premium is assessed to all participating employees by payroll deduction. Dependent coverage is also available by payroll deduction. Plan options are offered to eligible retirees.

Retirement Plan

Each qualified employee is included in the Texas County and District Retirement System (TCDRS). The County does not maintain accounting records, hold the investments or administer the fund. Funds are appropriated annually to meet the actuarially determined funding levels of the plan.

Debt Management Policy

Legal Debt Limit

The County's legal limits are stated in the Constitution of the State of Texas, Article 3, Section 52. Upon a vote of two-thirds majority of the voting qualified voters of the County, the County may issue bonds or otherwise lend its credit in any amount not to exceed one-fourth of the assessed valuation of the real property of the County and levy and collect taxes to pay the interest thereon and provide a sinking fund for the redemption thereof.

The County's debt limit is 25% of assessed value of real property.

Total Assessed Value of Real Property	\$23,549,855,035
25% Debt Limit	\$5,887,463,759

Tax Rate Limitation

General Operations; Limited Tax Bonds, Time Warrants, Certificates of Obligation, and Contractual Obligations.

The Texas Constitution (Article VIII, Section 9) imposes a limit of \$0.80 per \$100 assessed valuation for all purposes of General Fund, Permanent Improvement Fund, Road and Bridge Fund and Jury Fund, including debt service of bonds, warrants or certificates of obligation issued against such funds. The Attorney General of Texas will not approve limited tax bonds in an amount which produces debt service requirements exceeding that which can be paid from \$0.40 of the foregoing \$0.80 maximum tax rate calculated at 90% collection. The bonds are limited tax obligations payable from the constitutional tax rate.

The County relies on the advice of a professional outside financial advisor and its own financial officers about when it is advisable to issue new debt. A guiding principle on the issuance of new debt is the desire of the County to continue to maintain stable bond ratings. We are well within the permissible limits set out by these advisors to continue with this goal.

Moody's Investors Services and Standard and Poor's have rated the County as follows:

Moody's Investors Services	Aa1
S & P Global	AA+

General Obligation Refunding Bonds Series 2013

On January 17, 2013 Lubbock County issued general obligation refunding bonds to advance refund certain outstanding ad valorem tax obligations of the County's to achieve a debt service savings and to pay the costs of issuance related to the Bonds. The bonds were issued as \$5,085,000 General Obligation Refunding Bonds, Series 2013 maturing February 15, 2014 through February 15, 2026. The bonds were issued pursuant to the Constitution and general laws of the State of Texas including particularly Chapter 1207, Texas Government Code, as amended, and are direct obligations of Lubbock County, Texas payable from a continuing ad valorem tax levied on all taxable property within the County, within the limits prescribed by law, as provided in the order of the Commissioners' Court authorizing the issuance of the Bonds.

See Debt Service Maturity Schedule – Refunding Bonds Series 2013 on page 366.

General Obligation Refunding Bonds, Series 2016

On November 1, 2016 Lubbock County issued general obligation refunding bonds to refund certain of the County's outstanding ad valorem tax obligations (the "Refunded Obligations") and to pay cost associated with the issuance of the Bonds. The refunding is being undertaken to lower the County's debt service payments and result in a present value savings to the county. The bonds were issued at \$34,225,000 General Obligation Refunding Bonds, Series 2016 maturing February 15, 2017 through February 15, 2023. The bonds were issued pursuant to the constitution and general laws of the State of Texas including particularly Chapter 1207, Texas Government Code as amended, and are direct obligations of Lubbock County, Texas payable from a continuing ad valorem tax levied on all taxable property within the county, within the limits prescribed by law, as provided in the order of the Commissioners' Court authorizing issuance of the bonds.

See Debt Service Maturity Schedule – Refunding Bonds, Series 2016 on page 367.

Unlimited Tax Road Bonds, Series 2019

On August 26, 2019 Lubbock County issued unlimited tax road bonds to be used for construction, maintenance, and operations of macadamized, graveled or paved roads and turnpikes, or in aid thereof, throughout the County and to pay professional services and the costs of issuance related to the bonds. The bonds were issued as \$5,015,000 unlimited tax road bonds, series 2019 maturing February 15, 2020 through February 15, 2040. The bonds were issued pursuant to the Constitution and general laws of the State of Texas including particularly Article III, Section 52 of the Texas Constitution, as amended, Chapter 1471, Texas Government Code, as amended and are direct and voted obligations of the County payable from a direct and continuing ad valorem tax levied on all taxable property within the County within the limits

prescribed by law, as provided in the order of the Commissioners' Court authorizing the issuance of the bonds.

See Debt Service Maturity Schedule – Unlimited Tax Road Bonds, Series 2019 on page 368.

Special Tax Revenue Bonds, Series 2020

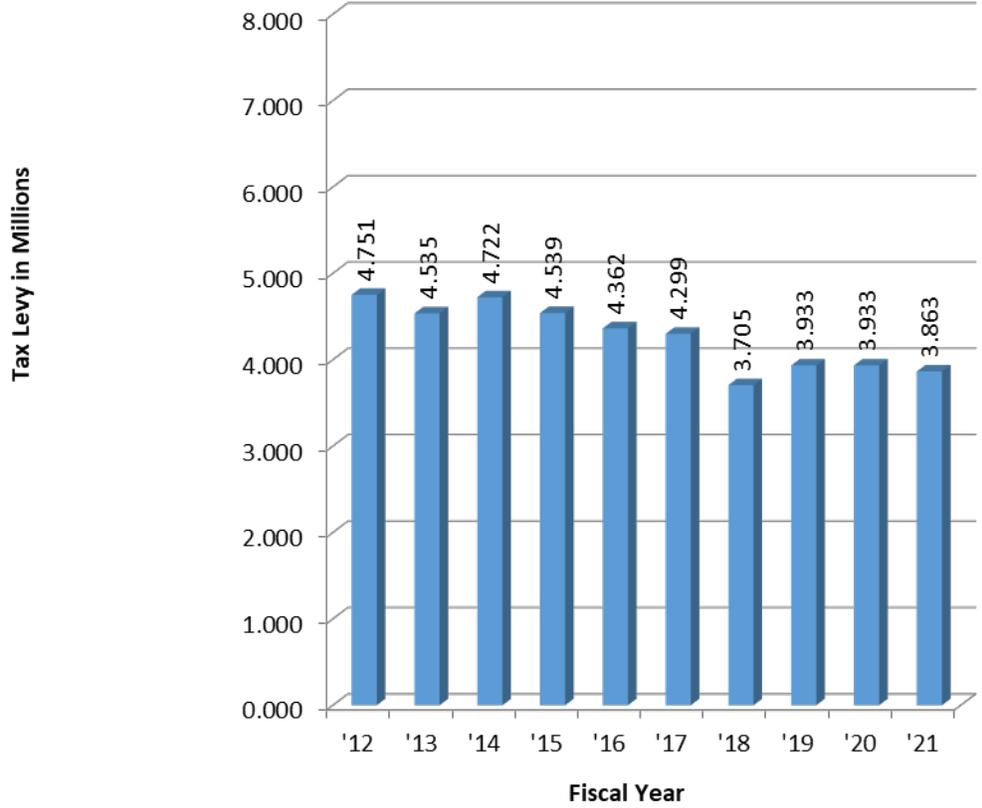
On June 11, 2020, Lubbock County issued special tax revenue bonds to be used for the County's contribution for the planning, acquisition, establishment, development, renovation and construction of a multipurpose arena and adjacent support facilities and any related infrastructure as a venue project, The Lubbock County Expo Center. The bonds were issued as \$5,085,000 special tax revenue bonds, series 2020 maturing March 15, 2021 through September 15, 2030. The bonds were issued pursuant to the Local Government Code Chapter 334 of the State of Texas which are direct and voted obligations of the County payable from a continuing hotel motel tax and short term car rental tax, excluding the airport rentals within the limits prescribed by law, as provided in the order of the Commissioners' Court authorizing the issuance of the bonds.

See Debt Service Maturity Schedule – Special Tax Revenue Bonds, Series 2020 on page 369.

There is a combined Debt Service Maturity Schedule on page 370.

The chart on the next page represents the portion of the tax rate that is distributed to Debt Service for the past ten years.

LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2011-2020
TAX LEVY HISTORY
Interest & Sinking



Issued January 17, 2013
206

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2013

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 635,000.00	\$ 163,175.00	\$ 798,175.00
2022	\$ 655,000.00	\$ 140,550.00	\$ 795,550.00
2023	\$ 680,000.00	\$ 113,850.00	\$ 793,850.00
2024	\$ 875,000.00	\$ 87,125.00	\$ 962,125.00
2025	\$ 905,000.00	\$ 55,900.00	\$ 960,900.00
2026	\$ 945,000.00	\$ 18,900.00	\$ 963,900.00
<u>TOTAL</u>	<u>\$ 4,695,000.00</u>	<u>\$ 579,500.00</u>	<u>\$ 5,274,500.00</u>

Issued November 1, 2016
201

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2016

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 5,065,000.00	\$ 672,375.00	\$ 5,737,375.00
2022	\$ 5,320,000.00	\$ 412,750.00	\$ 5,732,750.00
2023	\$ 5,595,000.00	\$ 139,875.00	\$ 5,734,875.00
<u>TOTAL</u>	<u>\$ 15,980,000.00</u>	<u>\$ 1,225,000.00</u>	<u>\$ 17,205,000.00</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Unlimited Tax Road Bonds, Series 2019

Fiscal Year	Debt Service Funds		
	Principal	Interest	Total
2021	\$ 1,120,000.00	\$ 130,775.00	\$ 1,250,775.00
2022		\$ 108,375.00	\$ 108,375.00
2023		\$ 108,375.00	\$ 108,375.00
2024	\$ 165,000.00	\$ 105,075.00	\$ 270,075.00
2025	\$ 170,000.00	\$ 98,375.00	\$ 268,375.00
2026	\$ 180,000.00	\$ 91,375.00	\$ 271,375.00
2027	\$ 185,000.00	\$ 84,075.00	\$ 269,075.00
2028	\$ 190,000.00	\$ 76,575.00	\$ 266,575.00
2029	\$ 200,000.00	\$ 68,775.00	\$ 268,775.00
2030	\$ 210,000.00	\$ 60,575.00	\$ 270,575.00
2031	\$ 215,000.00	\$ 54,225.00	\$ 269,225.00
2032	\$ 220,000.00	\$ 49,875.00	\$ 269,875.00
2033	\$ 225,000.00	\$ 45,143.75	\$ 270,143.75
2034	\$ 230,000.00	\$ 40,025.00	\$ 270,025.00
2035	\$ 235,000.00	\$ 34,646.88	\$ 269,646.88
2036	\$ 240,000.00	\$ 29,006.26	\$ 269,006.26
2037	\$ 245,000.00	\$ 23,093.76	\$ 268,093.76
2038	\$ 250,000.00	\$ 16,906.26	\$ 266,906.26
2039	\$ 260,000.00	\$ 10,368.76	\$ 270,368.76
2040	\$ 265,000.00	\$ 3,478.13	\$ 268,478.13
TOTAL	\$ 4,805,000.00	\$ 1,239,118.80	\$ 6,044,118.80

Issued June 1, 2020
208

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Special Tax Revenue, Series 2020

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 400,000.00	\$ 204,566.73	\$ 604,566.73
2022	\$ 460,000.00	\$ 149,451.50	\$ 609,451.50
2023	\$ 470,000.00	\$ 134,777.50	\$ 604,777.50
2024	\$ 485,000.00	\$ 119,784.50	\$ 604,784.50
2025	\$ 505,000.00	\$ 104,313.00	\$ 609,313.00
2026	\$ 520,000.00	\$ 88,203.50	\$ 608,203.50
2027	\$ 535,000.00	\$ 71,615.50	\$ 606,615.50
2028	\$ 550,000.00	\$ 54,549.00	\$ 604,549.00
2029	\$ 570,000.00	\$ 37,004.00	\$ 607,004.00
2030	\$ 590,000.00	\$ 18,821.00	\$ 608,821.00
<u>TOTAL</u>	<u>\$ 5,085,000.00</u>	<u>\$ 983,086.23</u>	<u>\$ 6,068,086.23</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Combined

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 7,220,000.00	\$ 1,170,891.73	\$ 8,390,891.73
2022	\$ 6,435,000.00	\$ 811,126.50	\$ 7,246,126.50
2023	\$ 6,745,000.00	\$ 496,877.50	\$ 7,241,877.50
2024	\$ 1,525,000.00	\$ 311,984.50	\$ 1,836,984.50
2025	\$ 1,580,000.00	\$ 258,588.00	\$ 1,838,588.00
2026	\$ 1,645,000.00	\$ 198,478.50	\$ 1,843,478.50
2027	\$ 720,000.00	\$ 155,690.50	\$ 875,690.50
2028	\$ 740,000.00	\$ 131,124.00	\$ 871,124.00
2029	\$ 770,000.00	\$ 105,779.00	\$ 875,779.00
2030	\$ 800,000.00	\$ 79,396.00	\$ 879,396.00
2031	\$ 215,000.00	\$ 54,225.00	\$ 269,225.00
2032	\$ 220,000.00	\$ 49,875.00	\$ 269,875.00
2033	\$ 225,000.00	\$ 45,143.75	\$ 270,143.75
2034	\$ 230,000.00	\$ 40,025.00	\$ 270,025.00
2035	\$ 235,000.00	\$ 34,646.88	\$ 269,646.88
2036	\$ 240,000.00	\$ 29,006.26	\$ 269,006.26
2037	\$ 245,000.00	\$ 23,093.76	\$ 268,093.76
2038	\$ 250,000.00	\$ 16,906.26	\$ 266,906.26
2039	\$ 260,000.00	\$ 10,368.76	\$ 270,368.76
2040	\$ 265,000.00	\$ 3,478.13	\$ 268,478.13
<u>TOTAL</u>	<u>\$ 30,565,000.00</u>	<u>\$ 4,026,705.03</u>	<u>\$ 34,591,705.03</u>



Lubbock County Purchasing Policy

Adopted December 23, 1996
by the Lubbock County Commissioners Court
Effective Date: January 1, 1997

Revised by Lubbock County Commissioners Court
on May 14, 2018
(Supersedes June 13, 2016 edition)

Address any questions to Clint Wehrman, Director of Purchasing, at 775-1015

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LUBBOCK COUNTY PURCHASING POLICY

It is the policy of Lubbock County to conduct all purchasing strictly on the basis of economic and business merit to best serve the citizens of Lubbock County. In order to maintain the best price for goods and services in an efficient manner, purchases shall be divided into three (3) categories. Procedures for each category shall be followed by all departments unless specifically exempted by the Lubbock County Commissioners' Court. The purchase of any computer equipment (regardless of price) to be attached to the County network, or supported by LCIS, must be coordinated through LCIS.

The Purchasing Department is the only point of contact for vendors seeking to do business with Lubbock County. It is the intent of the Commissioners' Court that no elected official or department head accept proposals from vendors, setup sales meetings on behalf of a vendor or refer the vendor to other elected officials or department heads.

I. Purchasing Categories

- A. Purchases up to \$1,500.00 may be made by a department head for the continuing operation of each department, subject to the provisions of Sec. I.A.3. below. The department head will have the responsibility of making this level of purchase in the most prudent and cost effective manner. In no event will partial purchases be made with the intent of circumventing the provisions of this policy.
 1. No purchase shall be made without a purchase order to support the award of purchase unless specific exceptions are provided for in this policy.
(Ref. Sec. IV)
 2. Prior to any purchase, it shall be the responsibility of each department head to insure adequate funding is available in the current budget line item for each purchase.
(Ref. Sec. V)
 3. **All "Inventoriable Items" will be purchased with a Purchase Order.** "Inventoriable Item" is defined as a single non-consumable item costing *more than \$1,000.00*. (Note: At the written request of a department head, non-consumable items costing less than \$1,000.00 but deemed to be highly pilferable may be added to inventory. These items must have been purchased with a Purchase Order.)
- B. Purchases of more than \$1,500.00 and less than \$50,000.00 will be handled by the Lubbock County Purchasing Department, using an informal competitive bid procedure. This level does not require additional Commissioners' Court approval.
 1. Department heads shall contact the Purchasing Agent, via written requisition, requesting the item to be purchased. The department head will be responsible for providing written specifications for the requested item.

2. The Purchasing Agent, or Department head, will contact a minimum of three (3) vendors who are able to provide the requested item. Each vendor will be required to provide a price quotation or respond to an Informal Bid, and provide any other information requested by the Purchasing Agent. The Purchasing Agent shall award the purchase to the vendor with the lowest responsible price quotation, as agreed upon by the Purchasing Agent and the requesting department head and the Purchasing Agent shall issue a purchase order for the item.
 3. If the Purchasing Agent and the requesting department head are not in agreement as to the lowest responsible bid award, the Commissioners' Court will consider all bids at the next scheduled meeting. The department head and Purchasing Agent may present reasons for their bid award preference and the final decision will be made by the Commissioners' Court.
- C. Purchases of \$50,000.00 or more will be subject to the formal bid procedure of Lubbock County.

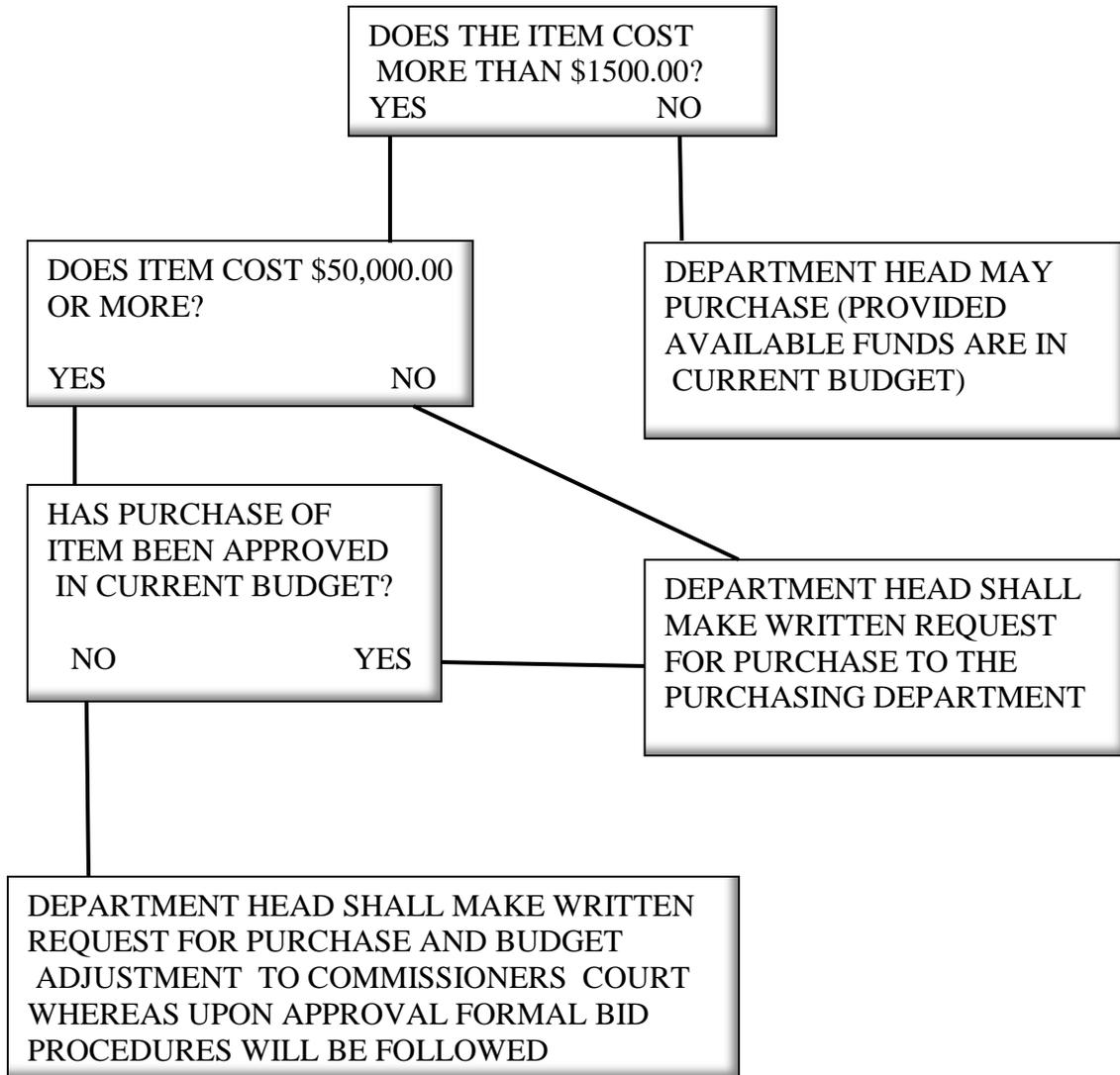
1. **COMPETITIVE BID AND REQUEST FOR PROPOSAL (RFP):** Department heads must make a request for purchase, in writing, to the Lubbock County Commissioners' Court, unless approval for the purchase of the *specific* item is in the current budget. Upon approval by the Commissioners' Court, the Purchasing Agent shall seek formal bids as provided for in Texas Local Government Code. The requesting department shall design the specifications in concert with the Purchasing Agent. Bids shall be opened and evaluated by the Purchasing Agent and requesting department in accordance with the criteria set out in the bid or proposal. Following the evaluation, the Commissioners' Court will award the purchase to the lowest responsible bidder meeting specifications.
2. **COMPETITIVE PROPOSAL :** Upon a finding by the Commissioners' Court that it is impractical to prepare detailed specifications for an item to support the award of a purchase contract, the Purchasing Agent may use the multi-step competitive proposal procedure provided for in Texas Local Government Code.
3. **ALTERNATIVE COMPETITIVE PROPOSAL:** As provided for in Texas Local Government Code, the Purchasing Agent may use an alternative competitive proposal procedure for the purchase of insurance, high technology items, landscape maintenance, travel management, recycling, or as provided for by law.

- II. A. Pursuant to Texas Local Government Code 262.0235, "Procedures Adopted by County Purchasing Agents for Electronic Bids or Proposals", Lubbock County adopts the following rules to ensure the identification, security, and confidentiality of electronic bids or proposals.

All documents uploaded into Bonfire as part of electronic bid/proposal submission remain inaccessible to Lubbock County until defined bid/proposal closing date and time.

1. Data transmission occurs through a 256-bit SSL encrypted connection. The data is stored in an encrypted state upon arriving on the server.
 2. Authorized purchasing personnel will have a unique log-in username and password.
 3. Bids/proposals will be identified by a bid/proposal number assigned for that project from the purchasing department.
 4. Access to the system by authorized users will be logged and tracked in order to record when a user has accessed the system.
 5. All vendor data is sealed until bid/proposal closing date and time. Vendor will continue to have access until closing date and time.
 6. Only the Purchasing Agent, or the agent's designee may open a bid/proposal at the closing date and time.
- B. Lubbock County reserves the right to reject any or all bids. In the event all bids for an item are rejected, the Commissioners' Court shall instruct the Purchasing Agent as to the appropriate action to take following the rejection of bids.

LUBBOCK COUNTY PURCHASING POLICY FLOW CHART



Note: The purchase of any computer equipment (regardless of price) to be attached to the County network, or supported by LCIT, must be coordinated through LCIT.

III. Exemptions to Competitive Bidding Requirements:

- A. The Commissioners' Court, by order, has exempted from the competitive bidding requirements under Sec. I, purchase of items required to be made due to a public calamity to provide relief for the citizens or preserve Lubbock County property.
- B. The Commissioners' Court will, by this order, exempt the following type of purchases from the competitive bidding requirement under Sec. I.C:
 - 1. An item necessary to protect the public health or safety of citizens of Lubbock County;
 - 2. An item necessary due to unforeseen damage to machinery, equipment or other public property;
 - 3. The purchase of personal or professional services, (including education and travel);
 - 4. The purchase of land or right-of-way;
 - 5. Personal property sold:
 - a) at an auction by a licensed auctioneer;
 - b) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business and Commerce Code; or
 - c) by a political subdivision of this state, a state agency of this state or an entity of the federal government
 - 6. The renewal or extension of a lease or equipment maintenance agreement if:
 - a) the lease was let by competitive bid the preceding year;
 - b) the renewal or extension does not exceed one year; and
 - c) the renewal or extension is the first renewal or extension of the lease or agreement.

IV. No purchase shall be made without a PURCHASE ORDER, issued in advance of the purchase, subject to the following exceptions:

- 1. Law Library Publications
- 2. Employee Travel Expense Reimbursement
- 3. Contract employees to include, but not be limited to, any court ordered contract employees, mediators, counselors and therapists.
- 4. Purchases made on a County Purchasing Card for legitimate business purposes in accordance with County policies. **Only a County issued credit card may be used to make purchases on behalf of the County.** Purchases made on personal credit cards will not be eligible for reimbursement as of November 1, 2012. The only exemptions to be considered will be for travel related emergency expenses.
- 5. General Assistance welfare payments to include payments for food, utilities, shelter, funerals and other approved emergencies.

- V. A written request for a PO or a purchase requisition must be presented to the Purchasing Department and a PO issued *prior to* a purchase being made (telephone requests for POs will not be accepted), with the exception of items covered in paragraph IV (above) and purchases made using Lubbock County Purchasing Cards. In cases such as equipment repair, where an exact cost may not be determined in advance, the PO can be written for an estimated amount and then amended once the actual cost is determined.
- VI. It will be the responsibility of the department head to insure adequate funding is available in the current budget line item prior to any purchase being made.
- VII. No payment shall be made for any purchase unless adequate funds are available in the appropriate budget line item of the department making said purchase.
- VIII. Payment for any unauthorized purchase (ie: purchases made without a supporting PO) or any purchase made without adequate funding in the appropriate budget line item may be the responsibility of the individual making said purchase.
- IX. The following items cannot be purchased with County funds:
1. Food or beverages for departmental parties, retirements, etc. Meals for specific County sponsored events must be approved in advance by the Commissioners Court. Recurring events can be blanket approved for the fiscal year. Requests for payment or reimbursement must be accompanied by a copy of the Commissioners Court Minutes showing approval for the specific event.
 2. Break Room equipment and supplies such as stoves, refrigerators, microwave ovens, televisions, cable service, small appliances, snacks, plates, cups, etc.
 3. Any item for personal use. This includes any décor items for county employee's offices including, but not limited to, framed or unframed pictures, maps, flags or any other decorative items. Contact the Purchasing Director if you have any questions regarding this item.
- X. Whenever found to be to the County's advantage, the Purchasing Agent/department head shall use cooperative purchasing agreements with other governmental entities (ie: General Services Commission, City of Lubbock) as an additional quotation or bid price.
- XI. It is the policy of the Lubbock County that, in all governmental purchases, preference be given to the purchase of products made from recycled material, if those products containing such recycled material meet applicable quality and quantity standards. To that end, each person responsible for purchasing should:

1. Periodically review procedures and specifications in order to eliminate those procedures and specifications that explicitly discriminate against the use of recycled products; and
 2. Encourage the use of products made from recycled products and from products that can be recycled.
- XII. All bids for annual contracts for goods or services must be approved by the Lubbock County Commissioners' Court before any purchase of those goods or services can be made.
- XIII. The use of the purchasing power of Lubbock County for personal purchases is prohibited. No one may use the name of Lubbock County for any personal purchase or charge any personal purchase to Lubbock County. Any such action is prohibited and may be grounds for prosecution.
- XIV. Blanket Purchase Orders (BPOs) may be established in order to reduce the number of purchase orders originating from a single vendor. Care must be taken to ensure the amount encumbered on a BPO is an accurate estimate of what the actual annual expenditure will be.
- XV. Bid Evaluation and Contract Award

Evaluation of bids will be based on the following factors: (1) the relative prices of the bids, including the cost of repair and maintenance of heavy equipment, and the cost of delivery and hauling of road construction materials; (2) compliance of goods and services offered with the bid specifications; and (3) the responsibility of the vendor, including the vendor's safety record if the Commissioners Court has adopted a definition of safety that is included in the bid, and the past performance of the vendor.

When the lowest priced bid is not the best bid, clear justification for not selecting the lowest bidder must be documented to the Court. This recommendation must be supported by clear and concise documentation from the user department that defines the rationale for awarding to other than the lowest bidder. A joint review of the bid by the user department and the Purchasing Department may be appropriate and the low bidder must be given the opportunity to address the Court prior to bid award.

The Director of Purchasing shall recommend contract award to the Commissioners Court in open session. The Court shall (1) award the contract to the responsible bidder who submitted the lowest and best bid; or (2) reject all bids and publish a new bid.

XVI. Contract Performance/Compliance

The user department is responsible for monitoring and documenting contactor performance and compliance, and providing copies of all documentation of non-compliance and poor performance to the Purchasing Department. The purchasing director

will initiate any necessary corrective action with the vendor, and all correspondence between the county and the vendor should be sent by the purchasing director.

User departments do not have authority to change any contractual terms of the contract. User departments must request any changes through the purchasing director. To enforce contractual terms, documentation of specific non-compliance must be available. Specific dates, locations, examples, etc. must be fully documented by the user department. *Remember, if it isn't documented, it didn't happen.*

XVII. Prevailing Wage Determination for Public Works Contracts

For a contract for a public work awarded by Lubbock County, the county shall determine the general prevailing rate of per diem wages in the locality in which the work is to be performed for each craft or type of worker needed to execute the contract and the prevailing rate for legal holiday and overtime work by using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments.

XVIII. Conflicts-of-Interest, Nepotism and Misuse of a Public Position.

A. Affirmative Duty to Disclose an Interest and Abstain from Participation.

1. Where a member of the Commissioners' Court, or any other officer of Lubbock County, whether elected, appointed, paid or unpaid, who exercises authority beyond that which is advisory in nature, has a substantial interest in a business entity or real property, that official shall file, before a vote or decision on any matter involving the business entity or real property, an affidavit with the County Clerk of Lubbock County, stating the nature and extent of the interest, and shall abstain from further participation in the matter, if:
 - a) in the case of a substantial interest in a business entity the action on the matter will have a special economic effect on the business entity that is distinguishable from the effect on the public; or
 - b) in the case of a substantial interest in real property, it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of the property, distinguishable from its effect on the public.
2. If the official is required to file and does file an affidavit under Subsection (1), the official is not required to abstain from further participation in the matter requiring the affidavit if a majority of the members of the governmental entity of which the official is a member is composed of persons who are likewise required to file and who do file affidavits of similar interests on the same official action.
3. Furthermore, the official may not:
 - a) act as surety for a business entity that has work, business, or a contract with Lubbock County; or

b) act as surety on any official bond required of an officer of Lubbock County.

4. "Substantial Interest"

a) A person has a substantial interest in a business entity if:

(I) the person owns 10 percent or more of the voting stock or shares of the business entity or owns either 10 percent or more or \$5,000 or more of the fair market value of the business entity; or

(II) funds received by the person from the business entity exceed 10 percent of the person's gross income for the previous year.

b) A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more.

c) A local public official is considered to have a substantial interest under this section if a person related to the official in the first degree by consanguinity or affinity, as determined under Chapter 573, Government Code, has a substantial interest under this section.

d) The relation in c) is defined as the official's spouse, father, mother, father-in-law, mother-in-law, brother, sister, brother-in-law, and sister-in-law.

5. "Business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law.

B. Additional Forbidden Actions, Selected Criminal Statutes

The following actions are forbidden under the Texas Penal Code:

1. Abuse of Official Capacity which includes the misuse of anything of value belonging to the government or violating a law relating to the individuals office or employment.
2. Official Oppression which includes the use of one's official position to deny another the exercise or enjoyment of any right.
3. Misuse of Official Information which includes the use of information not yet released to the public and known by virtue of one's official position, for personal gain, for the gain of another person, or with intent to harm another person.
4. Honorariums and solicitation or acceptance of gifts for the performance of official duties.
5. Perjury, Falsification and Tampering with or Fabricating Evidence and Official Records

XVIX. Lubbock County Purchasing Policy is based on statutes provided for in Texas Local Government Code and Texas Penal Code. All statutes were currently in force at the time of the approval of this policy.

XX. If found to be in the best interest of Lubbock County, any part or portion of this policy may be repealed or changed by an order of the Commissioners' Court. Such action will not affect any other part or portion of this policy.

XXI. Federal Grant Procurement Standards IAW Part 200, OMB Uniform Grant Guidance

§200.318 General Procurement Standards

Note: Lubbock County has elected to postpone implementation of the Uniform Guidance procurement requirements until FY 2017.

- (a) Lubbock County will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, modified to conform to applicable Federal law and the standards identified in this part.
- (b) Lubbock County will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c) Conflicts of Interest: No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of Lubbock County may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, unsolicited items of nominal value may be accepted. A violation of this section will result in disciplinary action up to and including termination of employment.
- (d) Lubbock County seeks to avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, Lubbock County participates in state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- (f) Lubbock County encourages the use of Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) Lubbock County uses value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

- (h) Lubbock County must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- (i) Lubbock County will maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- (j)(1) Lubbock County may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
- (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, Lubbock County must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- (k) Lubbock County alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve Lubbock County of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of Lubbock County unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

§200.319 Competition.

- (a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals are excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;

- (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (b) Lubbock County conducts procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
 - (c) Lubbock County will ensure that all solicitations:
 - (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
 - (d) Lubbock County must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, Lubbock County does not preclude potential bidders from qualifying during the solicitation period.

§200.320 Methods of Procurement to be followed.

Lubbock County may use any of the following methods of procurement.

- (a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (\$3000 or \$2000 in the case of a construction bid subject to the Davis-Bacon Act)). To the extent practicable, Lubbock County must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if Lubbock County considers the price to be reasonable.
- (b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold (\$150,000). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
- (c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

- (i) A complete, adequate, and realistic specification or purchase description is available;
- (ii) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

- (i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publically advertised;
- (ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

- (v) Any or all bids may be rejected if there is a sound documented reason.
- (d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
- (1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - (2) Proposals must be solicited from an adequate number of qualified sources;
 - (3) Lubbock County must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - (4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - (5) Lubbock County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- (e) [Reserved]
- (f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
- (1) The item is available only from a single source;
 - (2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - (3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from Lubbock County; or
 - (4) After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms.

- (a) Lubbock County must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- (b) Affirmative steps must include:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of Recovered Materials.

Lubbock County and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.323 Contract Cost and Price.

- (a) Lubbock County must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, Lubbock County must make independent estimates before receiving bids or proposals.

- (b) Lubbock County must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- (c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for Lubbock County under Subpart E—Cost Principles of this part. Lubbock County may reference its own cost principles that comply with the Federal cost principles.
- (d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal Awarding Agency or Pass-through Entity Review.

- (a) Lubbock County must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if Lubbock County desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- (b) Lubbock County must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - (1) Lubbock County's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a “brand name” product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

- (c) Lubbock County is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) Lubbock County may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) Lubbock County may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from Lubbock County that it is complying with these standards. Lubbock County must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding Requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of Lubbock County provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The “bid guarantee” must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A “performance bond” is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. A “payment bond” is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract Provisions.

Lubbock County's contracts for procurements using federal grant funds contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

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I. POLICY

It is the policy of Lubbock County that after allowing for the anticipated cash flow requirements of Lubbock County and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to Lubbock County. Lubbock County's investment portfolio shall be designed and managed in such a manner as to maximize this revenue source, to be responsive to public trust, and to be in compliance with all legal requirements and limitations.

Investments shall be made with the primary objectives of:

- * **Safety** and preservation of principal
- * Maintenance of sufficient **liquidity** to meet operating needs
- * **Public trust** from prudent investment activities
- * Optimization of **interest earnings** on the portfolio

II. PURPOSE

The purpose of this investment policy is to comply with Chapter 2256 of the Government Code ("Public Funds Investment Act"), which requires Lubbock County to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of Lubbock County's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of Lubbock County. These funds are accounted for in Lubbock County's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund - used to account for resources traditionally associated with government, which are not required to be accounted for in another fund.
- Special Revenue Funds - used to account for the proceeds from specific revenue sources.
- Capital Projects Funds – used to account for resources to be used for the acquisition or construction of major capital facilities.

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- Trust and Agency Funds - used to account for the proceeds from specific revenue sources and to the extent not required by law or existing contract to be kept segregated and managed separately.
- Debt Service Funds – used to account for resources to be used for the payment of principal, interest and related costs on general obligation debt, to the extent not required by law or existing contract to be kept segregated and managed separately.
- Any new fund created by Lubbock County, unless specifically exempted from this Policy by Commissioners’ Court or by law.

Lubbock County will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. The strategy developed for the pooled fund group will address the varying needs, goals and objectives of each fund.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of Lubbock County by outside agencies under deferred compensation programs.

IV. INVESTMENT OBJECTIVES

Lubbock County shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, public trust, and yield, expressed as optimization of interest earnings.** The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Lubbock County shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

Safety [GOVT. CODE 2256.005(b)(2)]

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- ❑ Credit Risk and Concentration of Credit Risk – Lubbock County will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the

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investment, and concentration of credit risk, the risk of loss attributed to the magnitude of investment in a single issuer, by:

- * Limiting investments to the safest types of investments.
 - * Pre-qualifying the financial institutions and broker/dealers with which Lubbock County will do business.
 - * Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.
- Interest Rate Risk – Lubbock County will manage the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
- * Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
 - * Investing operating funds primarily in certificates of deposit, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
 - * Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

Liquidity [GOVT. CODE 2256.005(b)(2)]

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, a portion of the portfolio will consist of securities with active secondary or resale markets.

Public Trust

All participants in Lubbock County's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in Lubbock County's ability to govern effectively.

Yield (Optimization of Interest Earnings) [GOVT. CODE 2256.005(b)(3)]

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared

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to the safety and liquidity objectives described above. Securities shall generally be held until maturity with the following exceptions:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- A security swap that would improve the quality, yield, or target duration in the portfolio.
- Cash flow needs of Lubbock County require that the investment be liquidated.

V. INVESTMENT STRATEGIES

The investment portfolio of Lubbock County includes funds pooled together of all the fund groups. Each major fund type has varying cash flow requirements and liquidity needs. Therefore strategies shall be implemented considering each fund's unique requirements.

Investment Pool Strategy

The County's Investment Pool is an aggregation of the majority of County Funds which includes tax receipts, fine and fee revenues, as well as some, but not all, bond proceeds, grants, special revenue fund revenue, debt service revenues and reserve balances. This portfolio is maintained to meet anticipated daily cash needs for Lubbock County operations, capital projects and debt service. The objectives of this portfolio are to:

- ensure safety of principal by investing only in high-quality securities for which a strong secondary market exists;
- ensure that anticipated cash flows are matched with adequate investment liquidity;
- manage market and credit risk through diversification; and
- attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy by actively managing the portfolio.

Bond Funds Strategy

Occasionally, separate non-pooled portfolios are established with the proceeds from bond sales. The objectives of these portfolios are to:

- ensure safety of principal by investing only in high-quality securities for which a strong secondary market exists;
- ensure that anticipated cash flows are matched with adequate investment liquidity;
- manage market and credit risk through diversification; and

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- attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy and the bond ordinance by actively managing the portfolio.

VI. RESPONSIBILITY AND CONTROL

Delegation of Authority [GOVT. CODE 2256.005(f)]

In accordance with the Public Funds Investment Act, the Commissioners' Court designates the County Auditor as Lubbock County's Investment Officer. An Investment Officer is authorized to execute investment transactions on behalf of Lubbock County. No person may engage in an investment transaction or the management of Lubbock County funds except as provided under the terms of this Investment Policy as approved by the Commissioners' Court. The investment authority granted to the investing officer is effective until rescinded by the Commissioners' Court.

Quality and Capability of Investment Management [GOVT. CODE 2256.005(b)(3)]

Lubbock County shall provide periodic training in investments for the designated Investment Officer and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Public Funds Investment Act.

Training Requirement (GOVT. CODE 2256.008)

In accordance with the Public Funds Investment Act, the designated Investment Officer shall attend an investment training session no less often than once every two years commencing September 1, 1997 and shall receive not less than 10 hours of instruction relating to investment responsibilities. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by the Commissioners' Court. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom Lubbock County may engage in an investment transaction.

Internal Controls (Best Practice)

The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of Lubbock County are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable

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assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived and (2) the valuation of cost and benefits requires estimates and judgments by management.

Controls deemed most important that shall be employed include the following:

Imperative Controls

- Custodian safekeeping receipts records management.
- Avoidance of bearer-form securities.
- Documentation of investment events.
- Written confirmation of telephone transactions.
- Reconcilements and comparisons of security receipts with the investment subsidiary records.
- Compliance with investment policies.
- Verification of all interest income and security purchase and sell computations.

Controls Where Practical

- Control of collusion.
- Separation of duties.
- Separation of transaction authority from accounting and record-keeping.
- Clear delegation of authority.
- Accurate and timely reports.
- Validation of investment maturity decisions with supporting cash flow data.
- Adequate training and development of Investment Officials.
- Review of financial conditions of all brokers, dealers, and depository institutions.
- Staying informed about market conditions, changes and trends that require adjustments in investment strategies.

Accordingly, the Investment Officer shall establish a process to assure compliance with policies and procedures through Lubbock County's annual independent audit.

Prudence (GOVT. CODE 2256.006)

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule. This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." The governing body recognizes that in diversifying the portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the

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context of the overall portfolio's investment return, provided that adequate diversification has been implemented. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under Lubbock County's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of Lubbock County.

Indemnification (*Best Practice*)

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest [GOVT. CODE 2256.005(i)]

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.

An Investment Officer of Lubbock County who has a personal business relationship with an organization seeking to sell an investment to Lubbock County shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to Lubbock County shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the Commissioners' Court.

VII. SUITABLE AND AUTHORIZED INVESTMENTS

Investments [GOVT. CODE 2256.005(b)(4)(A)]

Lubbock County funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of Lubbock County funds in any instrument or

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security not authorized for investment under the Act is prohibited. Lubbock County will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

I. Authorized

- Direct obligations of the United States of America.
- Direct obligations of this state or its agencies and instrumentalities.
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security of which is guaranteed by an agency or instrumentality of the United States.
- Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the United States of America.
- Direct obligations of the following United States agencies and instrumentalities:
 - a) Federal Farm Credit System
 - b) Federal Home Loan Bank System
 - c) Federal Home Loan Mortgage Corp.
 - d) Federal National Mortgage Association
- Certificates of Deposit issued by a Commissioners' Court authorized depository institution that has its main office or a branch office in Texas. The certificate of deposit must be guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor and secured by obligations in a manner and amount as provided by law.

A Commissioners' Court approved depository is a state or national bank, savings bank, or state or federal credit union domiciled in this state provided:

- a) the County has on file a signed Depository Agreement which complies with the Local Government Code and details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, and conditions for agreement termination.
- Money Market Mutual funds that:
 - a) are registered and regulated by the Securities and Exchange Commission

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- b) have a dollar weighted average stated maturity of 90 days or less
 - c) seek to maintain a net asset value of \$1.00 per share
 - d) are rated AAA by at least one nationally recognized rating service
- Local government investment pools, which:
 - a) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act
 - b) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service
 - c) are authorized by resolution or ordinance by the Commissioners' Court

In addition, a local government investment pool created to function as a money market mutual fund must mark its portfolio to the market daily and, to the extent reasonably possible, stabilize at \$1.00 net asset value.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. (*GOVT. CODE 2256.021*)

Security swaps may be considered as an investment option for the County. A swap out of one instrument into another is acceptable to increase yield, realign for disbursement dates, extend or shorten maturity dates and improve market sector diversification. Swaps may be initiated by brokers/dealers who are on Lubbock County's approved list. A horizon analysis is required for each swap proving benefit to Lubbock County before the trade decision is made, which will accompany the investment file for record keeping.

II. Not Authorized [GOVT. CODE 2256.009(b)(1-4)]

Investments including interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with an inverse floating interest rate or collateralized mortgage obligations with a maturity date of over 10 years are strictly prohibited.

VIII. INVESTMENT PARAMETERS

Maximum Maturities [GOVT. CODE 2256.005(b)(4)(B)]

The longer the maturity of investments, the greater their price volatility. Therefore, it is Lubbock County's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

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Lubbock County attempts to match its investments with anticipated cash flow requirements. The maximum allowable stated maturity of any individual investment will not exceed more than fifteen years from the date of purchase.

The composite portfolio will have a weighted average maturity of 7 ½ years or less. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [GOVT. CODE 2256.005(b)(4)(C)]

Diversification [GOVT. CODE 2256.005(b)(3)]

Lubbock County recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is managed through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid overconcentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks (example: commercial paper),
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for Lubbock County's total portfolio:

1.	U.S. Treasury Securities.....	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	50%
4.	Authorized Pools.....	50%

IX. SELECTION OF BANKS AND DEALERS

Depository (Chapter 116, Local Government Code)

At least every four (4) years a Depository shall be selected through Lubbock County's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

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- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

Authorized Brokers/Dealers (GOVT. CODE 2256.025)

Lubbock County shall, at least annually, review, revise, and adopt a list of qualified broker/dealers and financial institutions authorized to engage in securities transactions with Lubbock County. Those firms that request to become qualified broker/dealers for securities transactions will be required to provide:

- Information regarding creditworthiness, experience and reputation.
- A certification stating the firm has received read and understood Lubbock County's investment policy and agree to comply with the policy.

Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories. All investment providers, including financial institutions, banks, money market mutual funds, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed Lubbock County's investment policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by Lubbock County's policy. [GOVT. CODE 2256.005(k-l)]

Delivery vs. Payment [GOVT. CODE 2256.005(b)(4)(E)]

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

X. CUSTODIAL CREDIT RISK MANAGEMENT

Safekeeping and Custodial Agreements

Securities either owned by Lubbock County as part of its investment portfolio or held as collateral to secure demand or time deposits will be held by a third party custodian.

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Securities owned by Lubbock County shall be held in Lubbock County's name as evidenced by safekeeping receipts of the institution holding the securities.

Collateral for deposits will be held by a third party custodian designated by Lubbock County and pledged to Lubbock County as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by a Federal Reserve Bank or branch of a Federal Reserve Bank, a Federal Home Loan Bank, or a third party bank approved by Lubbock County.

Collateral Policy (PFCA 2257.023)

Consistent with the requirements of the Public Funds Collateral Act, it is the policy of Lubbock County to require full collateralization of all Lubbock County funds on deposit with a depository bank. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value of principal and accrued interest on the deposits or investments less an amount insured by the FDIC. At its discretion, Lubbock County may require a higher level of collateralization for certain investment securities. Securities pledged as collateral shall be held by an independent third party with whom Lubbock County has a current custodial agreement. The Investment Officer is responsible for entering into collateralization agreements with third party custodians in compliance with this Policy. The agreements are to specify the acceptable investment securities for collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to Lubbock County and retained. Collateral shall be reviewed at least monthly to assure that the market value of the pledged securities is adequate.

Collateral Defined

Lubbock County shall accept only the following types of collateral:

- Personal bond; surety bond; bonds; notes; and other securities; first mortgages on real property; real property; certificate of deposit; or a combination of these methods, as provided by Chapter 116, Subchapter C, Local Government or
- Investment securities or interests in them as provided by Chapter 726, Acts of the 67th Legislature, Regular Session, 1981 (Article 2529b-1, Vernon's Texas Civil Statutes).

Subject to Audit

All collateral shall be subject to inspection and audit by the Investment Officer or Lubbock County's independent auditors.

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XI. PERFORMANCE

Performance Standards

Lubbock County's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of Lubbock County.

Performance Benchmark

It is the policy of Lubbock County to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, Lubbock County shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value. Lubbock County's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to Lubbock County's weighted average maturity in days.

XII. REPORTING (*GOVT. CODE 2256.023*)

Methods

Quarterly - The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner that will allow Lubbock County to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the Commissioners' Court. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period.
- The percentage of the total portfolio that each type of investment represents.

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- Statement of compliance of Lubbock County's investment portfolio with state law and the investment strategy and policy approved by Commissioners' Court.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body [*GOVT. CODE 2256.023(d)*].

Monitoring Market Value [*GOVT. CODE 2256.005(b)(4)(D)*]

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable source and disclosed to the governing body quarterly in a written report.

XIII. INVESTMENT POLICY ADOPTION [*GOVT. CODE 2256.005(e)*]

Lubbock County's investment policy shall be adopted by the Commissioners' Court. It is Lubbock County's intent to comply with state laws and regulations. Lubbock County's investment policy shall be subject to revisions consistent with changing laws, regulations, and needs of Lubbock County. The Commissioners' Court shall review the policy and investment strategies annually, approving any changes or modifications.

**LUBBOCK COUNTY, TEXAS
INVESTMENT POLICY**

**ORDER OF THE
LUBBOCK COUNTY COMMISSIONERS' COURT**

This Lubbock County, Texas Investment Policy is adopted during a special session of the Lubbock County Commissioners' Court on this the 17th day of September, 2018 and becomes a part of the official minutes of the County Commissioners' Court.

MOTION BY: Bill McCay

SECONDED BY: Gilbert Flores

Entered in the official minutes of the Lubbock County Commissioners Court.

Bill McCay
Bill McCay, Precinct 1

Mark Heinrich
Mark Heinrich, Precinct 2

Gilbert A. Flores
Gilbert Flores, Precinct 3

Patti Jones
Patti Jones, Precinct 4

Tom Head
Tom Head, County Judge

ATTEST:

Kelly Pinion
Kelly Pinion
COUNTY CLERK

GLOSSARY

Account - Basic reporting unit for accounting, budget or management purposes.

Account Code - A series of numbers used to identify and classify expenditures or revenues within an organizational unit as set forth in the "Chart of Accounts."

Accrual - The recognition of a transaction at the time it occurs, as opposed to when cash is spent or received.

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity - Departmental efforts which contribute to the achievement of a specific set of program objectives; the smallest unit of the budget program.

Actual - Final audited revenue or expenditure results of operations for the fiscal year indicated.

Ad Valorem Taxes - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

AG – Agriculture

Agency Funds - Used to account for assets held by the County as custodian for individuals and other governmental units, such as officials' fee accounts, inmate trust funds, cash bail bonds, and other similar arrangements.

Allocation - Component of an appropriation earmarking expenditures for a specific purpose and/ or level of organization.

Amendment - A modification of the budget by increasing or decreasing an account, or accounts, in the budget by action of the Commissioners Court.

Appraisal District – An independent governmental entity responsible for appraising property within the County. The Appraisal District certifies the County's assessed valuations.

Appraised Value - An estimate of value for the purpose of taxation.

Appropriation - A legal authorization to incur obligations and to make expenditures for specific purposes.

Assessed Valuation - The value set upon real estate and certain personal property by the agency (central appraisal district) tasked with assessing the values of property as a basis for levying property taxes.

Assets - Resources owned or held by a government which have monetary value.

Available Fund Balance - This refers to the cash remaining from the prior year which is available for appropriation and expenditure in the current year.

Balanced Budget – According to generally accepted accounting principles, a balanced budget is one in which the total expenditures do not exceed the total resources (total estimated revenues plus reserves).

Basis of Accounting – Prescribes to when transactions or events are recognized for reporting purposes.

Bond - A promise to repay a specified amount of money (the face amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects. Types of bonds are:

General Obligation Bond - This bond is backed by the full faith, credit and taxing power of the government.

Revenue Bond - This bond is backed only by the revenues from a specific enterprise or project, such as a hospital or toll road.

Bond Rating - A rating assigned by recognized rating agencies such as Moody's and Standard and Poor's Company to debt issuers. The higher the rating, the more credit-worthy the issuer is. Ratings range from AAA(S&P) or Aaa(Moody's) to CCC or ccc. Those rated below B are not usually considered creditworthy.

Bond Refinancing - The payment and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget - A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budget Amendment - A change in the authorized level of funding (appropriations) for a department or line item accounting. These adjustments require Commissioners' Court approval.

Budget Calendar - The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budget Categories - The accumulation of line items of similar use into broader groups to allow more efficient management of the budget by office holders or department managers.

Budget Hearings - Hearings for the purpose of providing public input into the preparation of the budget.

Budget Transfers – A change in the authorized level of funding that has corresponding budget reductions and increases between categories, line items, departments, or funds.

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. These generally take one of three forms: GAAP, cash, or modified accrual.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

CAFR – Comprehensive Annual Financial Report

Capital Assets – Acquisitions are capitalized when they cost \$5,000 or more. Capital assets are also called fixed assets.

Capital Improvements - Expenditures related to the expansion, or rehabilitation of an element of the government’s physical plant; sometimes referred to as infrastructure.

Capital Project - Major construction, acquisition, or renovation activities which add value to a government’s physical assets or significantly increase their useful life.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

CDA – Criminal District Attorney

Certificates of Obligation - A short-term debt instrument whose rates are periodically restructured.

CJD – Criminal Justice Division

Contingency Account - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contraband – Goods that have been imported or exported illegally.

CRTC – Court Residential Treatment Center

CSCD – Community Supervision Corrections Department

Current Property Taxes – Property taxes are recognized as revenues in the period for which they are levied, regardless of the lien date. Property taxes for the County are levied based on taxable value on the lien date of January 1 prior to September 30 of the same year. They become due October 1 of that same year and delinquent after January 31 of the following year.

Debt Service Fund - This fund is used to account for the receipt and disbursement of funds to retire debt resulting from the issuance of general obligation bonds, certificates of obligation, and certain capital leases. Financing is provided by a specific annual property tax levy, and the investment interest earned thereon.

Deficit - The excess of expenses over budget during the accounting period.

Delinquent Property Taxes – Property taxes that remain unpaid at February 1st.

Department - A major division or unit of the County responsible for a service or operation or a group of related operations within a functional area.

Depreciation – A method of allocating the cost of a tangible asset over its useful life.

Disbursements - The expenditure of monies from an account.

Division - A section of an operation that is grouped based on related activities.

DOJ – Department of Justice

DRC – Dispute Resolution Center

DRO – Domestic Relations Office

Effective Tax Rate - State law in Texas prescribes a formula for calculating the effective tax rate for counties. The net effect of the formula is to produce a tax rate that decreases when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenues as the year before. The formula does make adjustments for newly annexed property and newly constructed property.

Emergency Amendment - An amendment to the budget to pay an unbudgeted expenditure because of an emergency event that creates a grave public need which is both unusual and unexpected at the time the budget was adopted.

Encumbrance - The obligation of appropriated funds for the future payment of an item or service. To encumber funds means to set aside or commit funds for a specified future expense.

Employee Benefits - Contributions made by a government to meet commitments or obligations for benefits. Included are the government's share of costs for Social Security and various pension, medical, and life insurance plans.

Estimated Revenue - The amount of revenue projected for the fiscal cycle by the County Auditor. Projections are generally based on prior experiences or increased fees.

Expenditure - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Expense - Charges incurred (whether paid immediately or accrued) for operations, maintenance, interest, or other charges.

Fee Offices - County offices that charge fees or fines for services or punishment. These are designated as fee offices for reporting of revenues.

FEMA - Federal Emergency Management Agency

Fiduciary Fund – The funds that account for assets held by the County in a trustee or agency capacity.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government series, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY) - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The fiscal year for Lubbock County is October 1st through September 30th.

Fixed Assets - Assets of long term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. See Capital Assets.

Fringe Benefits – The cost of all non-wage, labor-related expenses including but not limited to group insurance, social security, retirement, workers' compensation, unemployment compensations, and other employment benefits.

Full-time Equivalent Position (FTE) – One FTE equates to a 40-hour work week for twelve months.

Function - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible. (e.g, public safety, general administration, administration of justice)

Fund - A grouping of accounts that is used to maintain control over resources that are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carryover.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

GASB - Governmental Accounting Standards Board.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. This is the main operating fund of the County.

GFOA - Government Finance Officers Association.

Governmental Funds – Fund types used in governmental entities to account for transactions, they include: the general fund, special revenue funds, capital projects funds, and debt service funds.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the terms of the grant.

Inflation - A persistent rise in the general price level that results in a decline in the purchasing power of money.

Interest - The cost of using money borrowed from another. Set as a percentage of the Principal.

Interest Earnings - Earnings from available monies invested during the year.

Intergovernmental Revenues - Funds received by a government from another federal, state, and other local government in the form of grants, shared revenues, and payments in lieu of taxes.

Investments - Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

JAG – Justice Assistance Grant

JJAEP – Juvenile Justice Alternative Education Program

JP - Justice of the Peace

LCAD – Lubbock Central Appraisal District

LCJJC – Lubbock County Juvenile Justice Center

LE – Law Enforcement

LECD – Lubbock Emergency Communications District

LEOSE – Law Enforcement Officers Standards Education

LEPC – Lubbock Emergency Planning Committee

Levy - To impose property taxes for the support of government activities.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date.

Line-item budget - A budget prepared along departmental lines that focus on what is to be bought.

Long-Term Debt - Debt with a maturity of more than one year after the date of issuance.

Major Fund – By definition the General Fund is always considered a major fund. Other major governmental funds must be reported as major funds if they meet both of the following criteria.

1. 10% criterion. An individual government fund reports at least 10% of any of the following:
 - a. Total governmental fund assets
 - b. Total governmental fund liabilities
 - c. Total governmental fund revenues
 - d. Total governmental fund expenditures
2. 5% criterion. An individual governmental fund reports at least 5% of the aggregated total for both governmental funds and enterprise funds of any one of the items for which it met the 10% criterion.

ME – Medical Examiner

MHMR - Mental Health Mental Retardation.

Mgt. – Management

Modified Accrual Basis - A basis of accounting in which transactions are generally recognized at the time they are incurred, as opposed to when cash is received or spent.

Non-Capital Equipment – A purchase is classified as a non-capital equipment purchase when the total cost exceeds \$1,000 but is less than \$5,000.

Non-Departmental Expense - Expenditures for professional services and other general government functions, which cannot be allocated to individual departments, are assigned to miscellaneous/non-departmental expenses.

Non-Major Fund – See definition of Major Fund.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Office - The basic organizational unit of government for an elected official which is functionally unique in its delivery of services (as compared to departments headed by nonelected managers).

Personnel Costs - Expenditures for salaries, wages, and fringe benefits of a government's employees.

Personal Services - Expenditures for salaries, wages, and fringe benefits of a government's Employees.

Principal - The amount of money owed on which the entity is obligated to pay interest.

Property Tax - Taxes levied on both real and personal property according to the property's valuation and the tax rate.

Records Management – This term applies to the management of County records and government documents. Fees are budgeted for collection and expenses for the safeguarding of records according to the Texas Management Act.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution - A formal statement of opinion or determination adopted by an assembly or other formal group.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - The annual or periodic collections of money by the government for public use. Examples are taxes and fees.

R.O.W. – Refers to Right-of-Way; for example the purchase of land for street access.

Salaries – The cost of all labor related expenses required of a department to function, including but not limited to salaries, merit, cost of living adjustments (COLA), etc.

Source of Revenue - Revenues are classified according to their source or point of origin.

SPAG – South Plains Association of Governments

SPATTF – South Plains Auto Theft Task Force

Special Revenue Funds – Used to account for specific revenue sources (other than capital projects) that are restricted to expenditures for specified purposes. These restrictions exist both externally (by agreement with other entities or by statute) and internally (by policy of Commissioners' Court).

Staffing Trends - Staffing figures for a specific period of time for a department or division.

Statute - A law enacted by the legislative assembly.

TAG – Texas Anti-Gang

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular person or property for current or permanent benefit, such as special assessments.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Notes – A short-term debt obligation repayable by ad valorem tax revenue.

Tax Rate - A percentage applied to all taxable property to raise general revenues.

Tax Roll - Official list showing the amount of taxes levied against each taxpayer or property.

Time Deposit - Investments of idle funds with a depository at a negotiated interest rate.

TDCJ-CJAD - Texas Department of Criminal Justice – Criminal Justice Assistance Division

TJJD - Texas Juvenile Justice Department

Transfers – Amounts, at the fund level, recognized as disbursements-out by one or more funds and as revenues-in one or more other funds.

Unencumbered Balance - The amount of an appropriation that is neither expended nor obligated (encumbered). That amount of appropriation is available for future use.

Un-appropriated Fund Balance - Funds that are neither expended nor obligated and provide cash flow to the organization.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA – United States Department of Agriculture

User Charges - The payment of a fee for direct receipt of a public service by the party who benefits from the service.

VINE - Victim Information Notification Everyday

VOCA – Victims of Crime Advocacy

Working Capital – The excess of total current assets over total current liabilities.