

LUBBOCK COUNTY, TEXAS



ADOPTED BUDGET
FY 2019
2020
Budget Year From
October 1, 2019 to September 30, 2020

Lubbock County, Texas

Adopted Budget

FY 2019 - 2020



Budget Year from
October 1, 2019 to September 30, 2020



Lubbock County TX

This budget will raise more revenue from property taxes than last year's budget by an amount of \$2,265,095 which is a 3.25 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 \$1,746,692.

<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	Absent	Yay <u>X</u> Nay ____
Gilbert Flores, Comm., Prec. #3	Yay <u>X</u> Nay ____	Yay <u>X</u> Nay ____
Chad Seay, Comm., Prec. #4	Absent	Yay <u>X</u> Nay ____

Comparative Tax Rates		
Tax Rates	FY19	FY20
Property Tax Rate	.348086	.339978
Effective Tax Rate	.348086	.339978
Effective Maintenance and Operations Tax Rate	.448047	.440589
Rollback Tax Rate	.523219	.515164
Debt Tax Rate	.039329	.039328

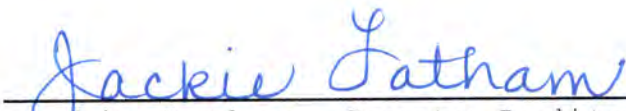
Debt Obligations		
Total amount of County Debt Obligations	FY19	FY20
	\$32,550,000	\$31,725,000

BUDGET CERTIFICATE

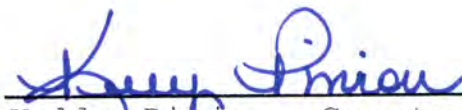
Budget Year from October 1, 2019 to September 30, 2020

*THE STATE OF TEXAS
COUNTY OF LUBBOCK*

We, Jackie Latham, 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 9th day of September 2019, as the same appears on file in the office of the County Clerk of said County.



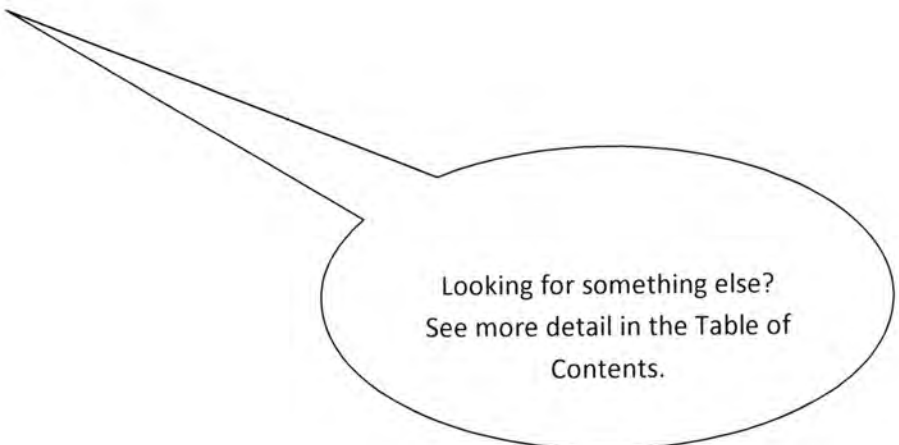
Jackie Latham, County Auditor



Kelly Pinion, County Clerk

COMMON QUESTIONS ABOUT THE BUDGET

- What's the County's tax rate? [p. 36, Chart p. 39](#)
- What's the total budget of the County? [p.1](#)
- How much revenue comes from taxes and what are other sources of revenue? [p. 36 and p. 44-46](#)
- How much will Road and Bridge spend? [Total Budget p. 158-159, Chart p. 157](#)
- How many employees work for the County and where? [p. 297-299, Summary on p. 300](#)
- Does the County have a financial policy that guides how funds are reported, invested, and audited?
[p. 24 and p. 344-358](#)
- What does "GAAP" mean? [Glossary p. 364](#)
- What's the population of Lubbock County? [p. 5](#)
- What is the total budget of the Lubbock County Detention Center? [p. 92](#)



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, 2018

Christopher P. Morill

Executive Director

LUBBOCK COUNTY, TEXAS
Adopted Budget 2019 – 2020
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LUBBOCK COUNTY

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First Assistant Auditor



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October 1, 2019

The Honorable County Judge and County Commissioners:

This Lubbock County Operating Budget for Fiscal Year 2020 was adopted by the Commissioners' Court on Monday, September 9, 2019 and will be used as the management control device of Lubbock County from October 1, 2019 through September 30, 2020.

This document is a direct result of tremendous cooperation and effort on behalf of the Elected Officials, Appointed Officials, Department Heads and the Lubbock County Commissioners' Court. Priorities included working together to keep budget growth minimal, taking action 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. With all the changes and challenges that were faced during the budget process, the Commissioners' Court approved a tax rate of \$0.339978. The County continues to maintain a very conservative philosophy that is reflected in the overall budget and financial policies. Departments continually find innovative ways to streamline operations.

The FY 2020 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 overall budget process continues to be successful and we receive overwhelming cooperation from all County departments.

The Commissioners' Court held hearings that were posted in accordance with the Open Meetings Act for public input throughout the budget process. The public hearing on the

FY 2020 Proposed Budget was held on September 9, 2019. The budget was adopted following the public hearing.

Ad Valorem Taxes

Existing property values for the average homeowner on the tax roll in Lubbock County increased by an average of 4.57% in tax year 2019 (Fiscal Year 2019-2020). The Commissioners' Court approved a tax rate of \$0.339978 per \$100 valuation which is a decrease of \$0.008108 over the current rate of \$0.348086 and \$0 over the effective rate. The amount of taxes imposed this year on the average home would increase approximately \$10.69 due to higher valuations. New property added to the tax roll for the first time in tax year 2019 generated \$1,746,692.

Revenue Changes – General Fund

Various revenue line items increased with the most significant increases being sales tax in the amount of \$2,178,500, ad valorem tax in the amount of \$1,677,927, motor vehicle sales tax in the amount of \$300,000, and board bills in the amount of \$340,000.

Expenditure Changes – General Fund

The General Fund budget for FY 2020 is \$111,630,197, which represents a 1.16% decrease below the \$112,933,749 budget for FY 2019.

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 FY 2019 is estimated at \$29.8 million which represents approximately 27% of budgeted FY 2020 expenditures. 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 FY 2020 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the 2020 Budget are providing continued resources for an integrated justice and information management system, maintaining current operations, addressing minimal critical permanent improvements, completing a law enforcement project that began prior to FY 2020 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.

- Providing an office assistant to the Commissioners' department.
- Providing law enforcement with four patrol deputies, one civil deputy and four part-time bailiffs.
- Providing thirteen new positions to the technology department.
- Providing a safety manager for facilities maintenance.
- Providing a buyer for purchasing.
- Providing three equipment operators for the road and bridge department.
- Providing resources for nineteen law enforcement vehicles.

The total FY 2020 budget adopted by the County Commissioners was \$198,930,547, a net increase of \$8,740,034 or 4.60 percent in comparison to the FY 2019 adopted budget.

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

- Increased resources for technology enhancements, including the integrated justice and information management system.
- Decreased budgets in multiple departments and special revenue funds.
- Capital improvements including the CRTC building.
- Capital outlay for law enforcement and technology departments.
- Initial plan development for road improvements.
- Hotel Occupancy Tax revenue.

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 FY 2019 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 summaries that follow provide a very thorough and detailed view of the various changes in revenues and expenditures.

Lubbock County began reviewing a Permanent Improvement Program several years ago. This is a five-year long-range plan that will be used to implement the County's immediate, short-term and long-term permanent improvement needs. This program is reviewed and updated on a regular basis by the Director of Facilities along with the Commissioners' Court.

I would like to thank the members of the Commissioners' Court for their continued support in preparing this Budget, as well 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 for their hard work and dedication in helping craft the FY 2020 budget. They do such an incredible job and are to be commended for their assistance throughout the budget process and the entire fiscal year. 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,



Jackie Latham
Lubbock County Auditor

Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



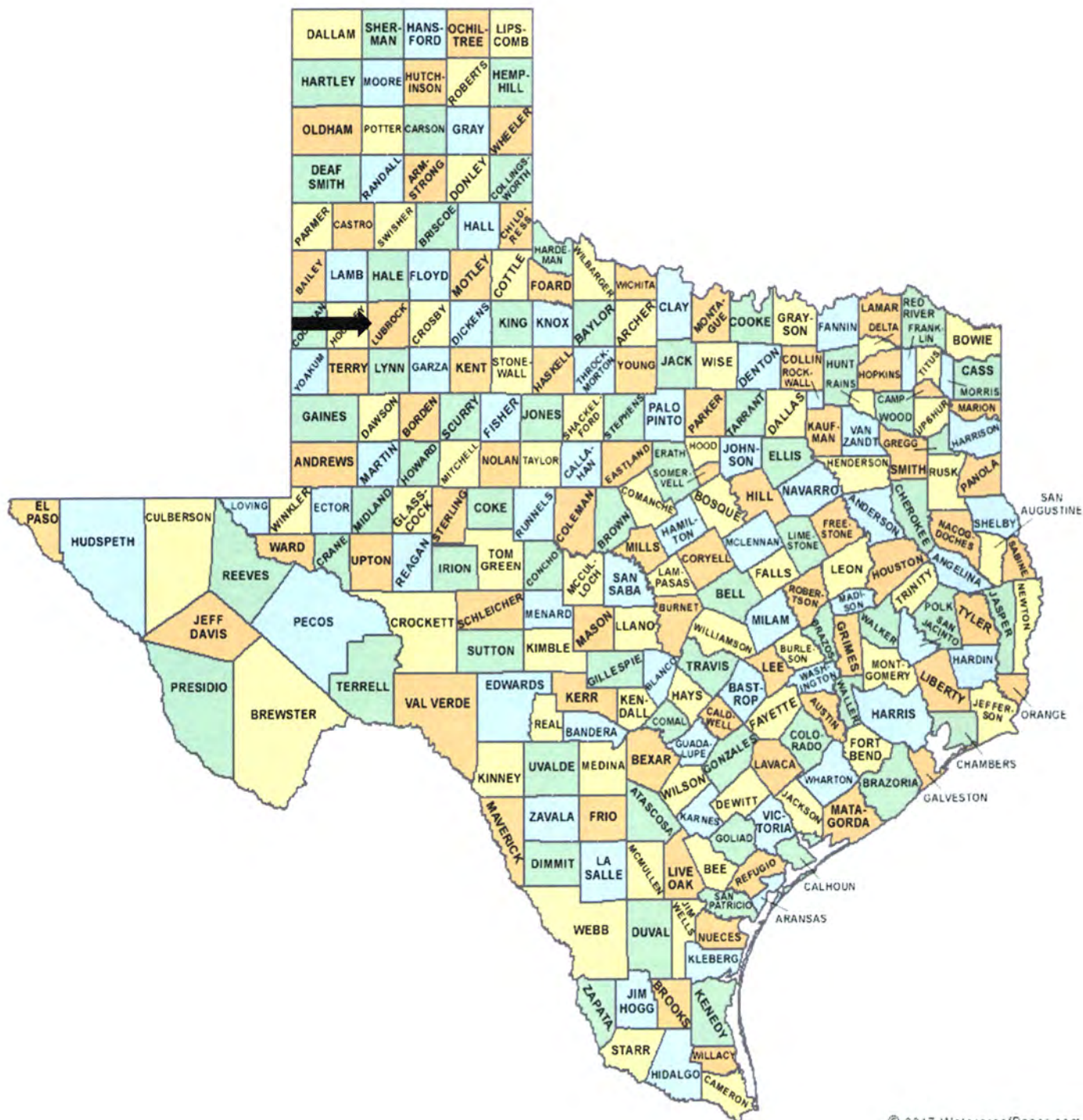
Organizational Summaries

LUBBOCK COUNTY, TEXAS
TWO YEAR EXPENDITURE COMPARISON
ALL FUNDS

Fund	FY 2019 Budget	FY 2020 Budget	Variance	% Change
011 - GENERAL FUND	\$ 112,933,749	\$ 111,630,197	\$ (1,303,552)	-1.15%
020 - CONSOLIDATED ROAD AND BRIDGE	9,011,283	9,769,220	757,937	8.41%
031 - PRECINCT 1 PARK	194,083	224,267	30,184	15.55%
032 - SLATON/ROOSEVELT PARK	173,649	227,038	53,389	30.75%
033 - IDALOU/NEW DEAL PARK	260,228	261,079	851	0.33%
034 - SHALLOWATER PARK	154,711	155,527	816	0.53%
041 - PERMANENT IMPROVEMENT	4,422,756	5,581,215	1,158,459	26.19%
042 - NEW ROAD	690,000	634,861	(55,139)	-7.99%
043 - LCETRZ NO1 TAX INCREMENT FUND	254,655	553,604	298,949	117.39%
046 - TJJD (P) JJAEP GRANT	80,000	80,000	-	0.00%
047 - TJJD (R) REGIONAL DIVERSION GRANT	-	12,422	12,422	100.00%
050 - JUVENILE STAR PROGRAM	546,735	610,804	64,069	11.72%
051 - JUVENILE PROBATION	7,207,558	7,294,549	86,991	1.21%
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,068,888	2,088,835	19,947	0.96%
055 - JUVENILE DETENTION	4,404,048	4,502,836	98,788	2.24%
057 - JUVENILE FOOD SERVICE	375,082	380,238	5,156	1.37%
064 - TJJD (E) TITLE IV E GRANT	272,422	204,400	(68,022)	-24.97%
066 - CJD RE ENTRY DRUG COURT GRANT	40,953	40,953	-	0.00%
067 - CJD DWI COURT GRANT	36,612	36,612	-	0.00%
070 - ON LINE ACCESS	100,000	185,000	85,000	85.00%
072 - CJD DRUG COURT GRANT	48,991	48,991	-	0.00%
074 - COUNTY DRUG COURT COURT COST	38,740	38,740	-	0.00%
075 - DISPUTE RESOLUTION	328,600	334,900	6,300	1.92%
076 - USDA AG MEDIATION GRANT	175,500	420,000	244,500	139.32%
077 - DOMESTIC RELATIONS OFFICE	211,600	213,000	1,400	0.66%
079 - HOT & STVR TAX	-	2,530,000	2,530,000	100.00%
081 - LAW LIBRARY	180,698	181,853	1,155	0.64%
083 - ELECTION SERVICES	744,775	769,775	25,000	3.36%
085 - ELECTION ADMINISTRATION	112,500	67,700	(44,800)	-39.82%
086 - ELECTION EQUIPMENT	79,500	79,500	-	0.00%
088 - LEPC GRANT	-	-	-	0.00%
089 - HISTORICAL CANNON RESTORATION	-	11,625	11,625	100.00%
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	44,701	44,701	-	0.00%
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	1,246,829	585,725	(661,104)	-53.02%
092 - COUNTY RECORDS MGT. AND PRESERVATION	425,676	332,948	(92,728)	-21.78%
093 - COURTHOUSE SECURITY	110,000	110,000	-	0.00%
094 - COURT RECORD PRESERVATION	125,000	50,500	(74,500)	-59.60%
096 - HISTORICAL COMMISSION	8,700	12,775	4,075	46.84%
097 - CHILD ABUSE PREVENTION	425	425	-	0.00%
098 - JUSTICE COURT TECHNOLOGY	178,088	116,900	(61,188)	-34.36%
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	8,900	6,850	(2,050)	-23.03%
102 - DISTRICT COURT RECORDS TECHNOLOGY	56,000	101,600	45,600	81.43%
103 - COUNTY CLERK RECORDS ARCHIVES	995,000	1,465,000	470,000	47.24%
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	139,423	139,423	100.00%
113 - REGIONAL PUBLIC DEFENDER GRANT	5,730,601	6,300,985	570,384	9.95%
122 - SHERIFF CONTRABAND	363,500	363,500	-	0.00%
124 - INMATE SUPPLY	840,500	847,000	6,500	0.77%
126 - VINE GRANT	27,716	27,716	-	0.00%
128 - HOMELAND SECURITY GRANT	140,234	182,927	42,693	30.44%
142 - LEOSE SHERIFF	98,881	120,688	21,807	22.05%
145 - SHERIFF COMMISSARY SALARY	588,405	597,418	9,013	1.53%
146 - LECD EMERGENCY COMMUNICATION GRANT	-	-	-	0.00%
150 - TAG GRANT	784,344	811,356	27,012	3.44%
152 - JMHCP GRANT	329,813	232,655	(97,158)	-29.46%
161 - CDA BUSINESS CRIMES	108,500	108,500	-	0.00%
163 - CDA CONTRABAND	76,135	76,500	365	0.48%
164 - CDA SPATTF GRANT	682,145	723,972	41,827	6.13%
166 - CDA JAG GRANT	27,698	171,803	144,105	520.27%
171 - CDA VOCA VICTIM ADVOCACY PROJECT	148,066	271,182	123,116	83.15%
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	6,486,594	6,459,418	(27,176)	-0.42%
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	400,659	400,659	100.00%
204 - TAX NOTES, SERIES 2013	1,402,331	1,424,160	21,829	1.56%
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	199,209	198,784	(425)	-0.21%
301 - ROAD CONSTRUCTION FUND	3,657,600	2,863,236	(794,364)	-21.72%
302 - TAX ROAD BONDS CONSTRUCTION	-	5,126,000	5,126,000	100.00%
306 - CRTC RENOVATIONS	332,106	151,787	(180,319)	-54.30%
307 - CRTC RENOVATIONS #2	900,000	2,003,213	1,103,213	122.58%
401 - EMPLOYEE HEALTH BENEFIT	13,263,000	13,200,000	(63,000)	-0.48%
403 - WORKERS COMPENSATION	5,655,500	4,130,500	(1,525,000)	-26.96%
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$ 190,190,513	\$ 198,930,547	\$ 8,740,034	4.60%

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.

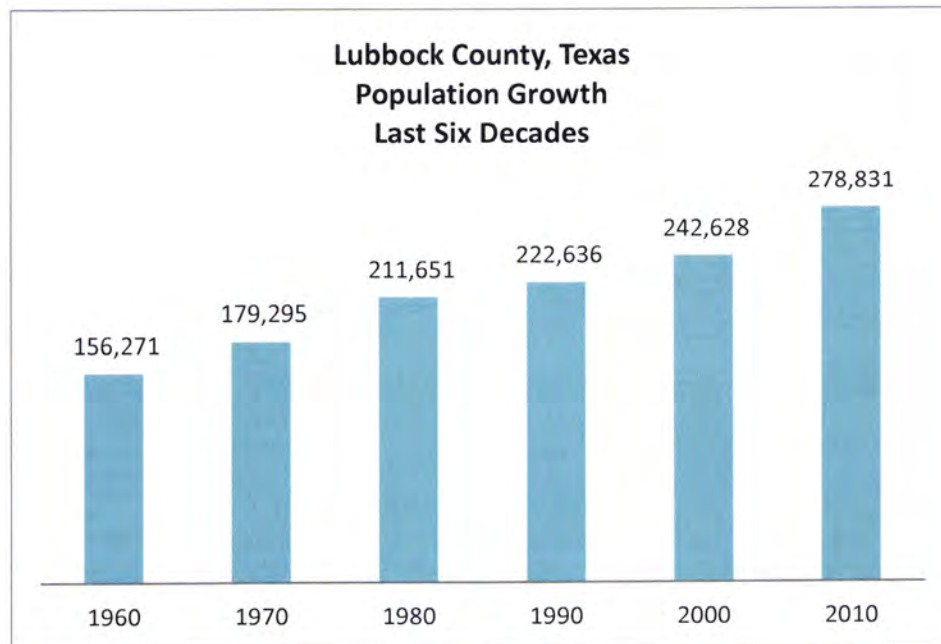
By 1891, the Lubbock County Government was fully functional. To make everything official, the county jail was approved May 11, 1891, giving the first churches of Lubbock a place to congregate. The jailhouse also served the community as a temporary school and a sort of social center. The city of Lubbock 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, 2019

Taxpayer	Type of Business	Taxable Value	% of Total Taxable Assessed Value
Southwestern Public Service	Electricity Utility	\$155,179,580	0.69%
Macerich South Plains LP	Real Estate Holdings	\$130,847,905	0.58%
United Supermarket LLC	Retail Supermarket	\$106,493,554	0.47%
Atmos Energy/West Texas Division	Natural Gas Utility	\$99,698,100	0.44%
BNSF Railway Co	Transportation	\$68,608,700	0.30%
ACC OP LLC	Apartments	\$53,943,738	0.24%
South Plains Electric Coop Inc.	Electricity Utility	\$53,783,110	0.24%
CH Realty VIII/SH Lubbock	Real Estate Holdings	\$39,100,000	0.17%
CCC-Lubbock LLC	Apartments	\$36,498,160	0.16%
CHP Raider Ranch TX Owner LLC	Real Estate Holdings	\$35,479,980	0.16%

Total Taxable Value - Top Ten Taxpayers

\$779,632,827

3.47%

Total Assessed Value of Real Property

\$22,496,529,495

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
Xcel 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.

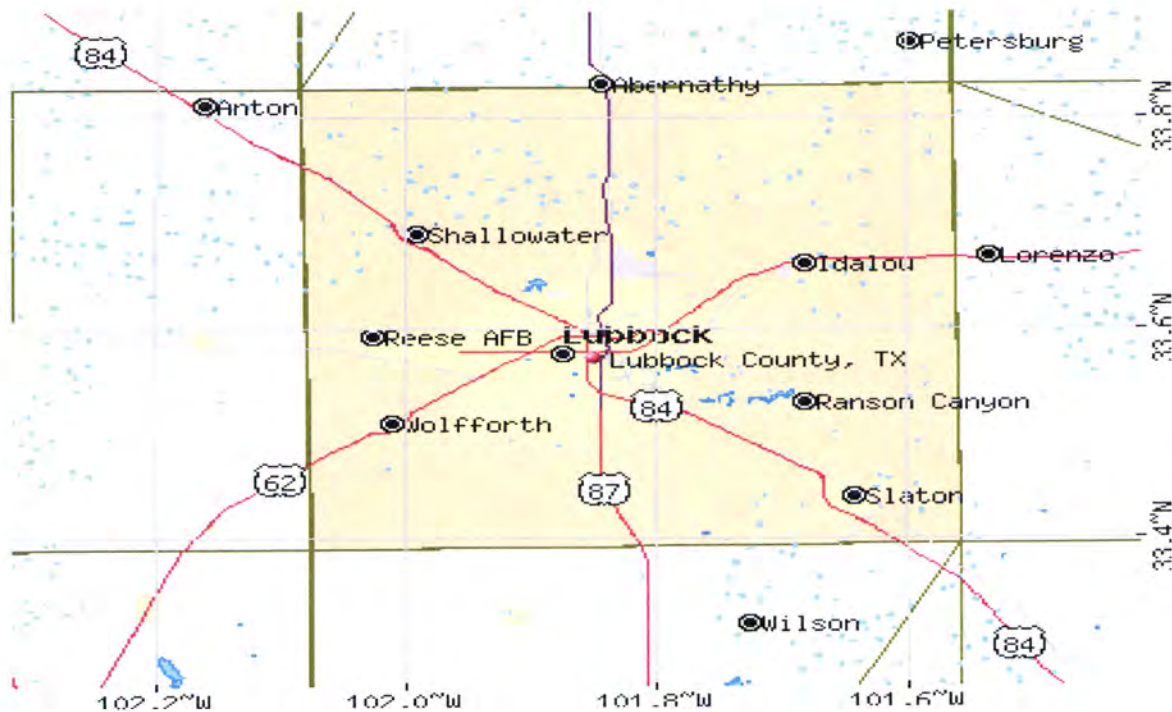
Form of Government:

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:	1,199
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: 129,309
Land area: 895.6 sq. mi.
Water area: 5.1 sq. mi.
Median age: 30.7 years
Males: 49.3%, Females: 50.7%
Average wage per job in 2017: \$42,289

Jobs in 2019: 153,080
Total labor force in 2019: 157,687
Unemployment rate in 2019: 2.9%
Average household size: 2.59
Median household income: \$48,826

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: 85.5%
People 25 years of age or older with a bachelor's degree or higher: 28.7%

Source: [census.gov](https://www.census.gov), [bls.gov](https://www.bls.gov), fred.stlouisfed.org, [txcip.org](https://www.txcip.org), [twc.texas.gov](https://www.twc.texas.gov), [texas.hometownlocator.com](https://www.texas.hometownlocator.com)

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 286.

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

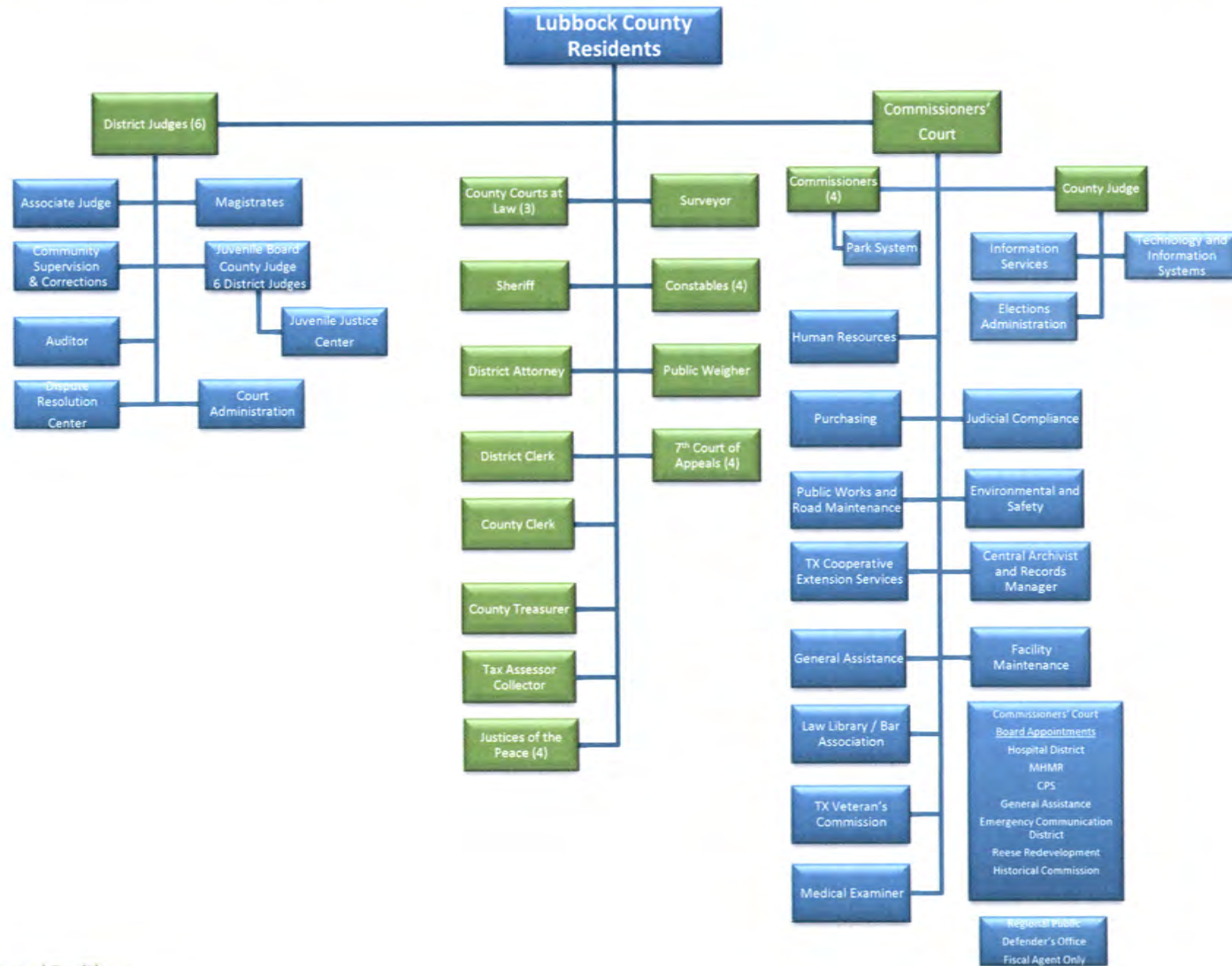
Legal

- 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



LUBBOCK COUNTY, TEXAS
2020 ELECTED AND APPOINTED OFFICIALS
October 1, 2019

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	James T. Campbell
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	Jim Bob Darnell
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	Jim Dulin
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	Jacqueline Latham, CPA
Court Magistrate	Melissa Jo McNamara

**LUBBOCK COUNTY, TEXAS
2020 ELECTED AND APPOINTED OFFICIALS
October 1, 2019**

Director of Community Supervision and Corrections	Steven Henderson
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 Safety and Environmental	Brent Hogan
Director of Technology and Information Systems	Isaac Badu
Elections Administrator	Dorothy Kennedy
Acting Chief Medical Examiner	Dr. John Lang
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 2019 - 2020



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 17, 2018 from general fund reserves to fund:

• Technology Enhancements FY 2020	\$ 500,000
• CRTC Renovations Phase II-III FY 2020	\$ 750,000
• Detention Center Flooring FY 2020	\$ 500,000
• 916 Main 1 st /3 rd Floor Renovations FY 2020	\$1,250,000
• Loop 88 Right of Way FY 2020	\$1,500,000
• LCJJC 12 Bed Addition FY 2020	\$1,000,000
• County Courthouse Waterproofing Basement FY 2021	\$ 750,000
• Woodrow Road FY 2021	\$1,475,000
• APO Relocation FY 2021	\$ 500,000
• Loop 88 Right of Way FY 2021	\$ 200,000
• Detention Center Flooring FY 2021	\$ 500,000
• 916 Main 1 st /3 rd Floor Renovations FY 2021	\$1,000,000
• 916 Main Roof Replacement FY 2021	\$ 500,000
• LCJJC Pod Renovation FY 2021	\$ 350,000
• 916 Main 2 nd Floor Renovations FY 2022	\$1,000,000
• SO Garage Renovations at LCDC Warehouse FY 2022	\$ 500,000

LUBBOCK COUNTY
PRJOECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2019

	-----2018-2019-----			-----2019-2020-----			
FUND NAME	BEGINNING FUND BALANCE	FY 19 ESTIMATED REVENUES	FY 19 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 20 BUDGETED REVENUES	FY 20 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
011 - GENERAL FUND	27,538,176	106,222,456	103,899,049	29,861,583	109,181,526	111,630,197	27,412,912
020 - CONSOLIDATED ROAD AND BRIDGE	2,032,684	8,674,443	8,171,160	2,535,967	8,983,881	9,769,220	1,750,628
031 - PRECINCT 1 PARK	611,773	109,926	94,083	627,616	123,364	224,267	526,713
032 - SLATON/ROOSEVELT PARK	145,151	112,926	109,473	148,604	118,364	227,038	39,930
033 - IDALOU/NEW DEAL PARK	192,156	111,126	76,003	227,279	118,564	261,079	84,764
034 - SHALLOWATER PARK	284,460	108,926	82,688	310,698	114,864	155,527	270,035
041 - PERMANENT IMPROVEMENT	2,642,436	2,556,481	3,859,638	1,339,279	4,439,271	5,581,215	197,335
042 - NEW ROAD	1,324,860	-	690,000	634,860	-	634,861	-
043 - LCETRZ NO1 TAX INCREMENT	256,756	150,401	-	407,157	153,000	553,604	6,553
046 - TJJD (P) JJAEP GRANT	-	80,000	80,000	-	80,000	80,000	-
047 - TJJD (R) REGIONAL DIVERSION GRANT	-	-	-	-	12,422	12,422	-
050 - JUVENILE STAR PROGRAM	-	546,735	546,735	-	610,804	610,804	-
051 - JUVENILE PROBATION	3,997,751	6,837,000	7,207,558	3,627,193	6,040,000	7,294,549	2,372,644
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	-	2,068,888	2,068,888	-	2,088,835	2,088,835	-
055 - JUVENILE DETENTION	-	4,404,048	4,404,048	-	4,502,836	4,502,836	-
057 - JUVENILE FOOD SERVICE	-	375,082	375,082	-	380,238	380,238	-
064 - TJJD (E) TITLE IV E GRANT	-	272,422	272,422	-	204,400	204,400	-
066 - CJD RE ENTRY DRUG COURT GRANT	-	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	271,869	43,000	4,709	310,160	39,000	185,000	164,160
072 - CJD DRUG COURT GRANT	-	48,991	48,991	-	48,991	48,991	-
074 - COUNTY DRUG COURT COURT COST	220,153	21,700	38,740	203,113	21,700	38,740	186,073
075 - DISPUTE RESOLUTION	35,742	328,600	328,600	35,742	334,900	334,900	35,742
076 - USDA AG MEDIATION GRANT	-	175,500	175,500	-	420,000	420,000	-
077 - DOMESTIC RELATIONS OFFICE	5,596	211,600	211,600	5,596	213,000	213,000	5,596
079 - HOT & STVR TAX	-	-	-	-	2,530,000	2,530,000	-
081 - LAW LIBRARY	2,056	180,698	180,698	2,056	181,853	181,853	2,056
083 - ELECTION SERVICES	119,333	744,775	744,775	119,333	769,775	769,775	119,333
085 - ELECTION ADMINISTRATION	204,464	112,500	112,500	204,464	67,700	67,700	204,464
086 - ELECTION EQUIPMENT	391,101	79,500	79,500	391,101	79,500	79,500	391,101
088 - LEPC GRANT	-	-	-	-	-	-	-
089 - HISTORICAL CANNON RESTORATION	5,092	-	-	5,092	11,625	11,625	5,092
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	73,806	20,315	18,770	75,351	19,400	44,701	50,050

LUBBOCK COUNTY
PROJECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2019

	-----2018-2019-----				-----2019-2020-----		
FUND NAME	BEGINNING FUND BALANCE	FY 19 ESTIMATED REVENUES	FY 19 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 20 BUDGETED REVENUES	FY 20 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	3,449,063	572,925	1,246,829	2,775,159	585,725	585,725	2,775,159
092 - COUNTY RECORDS MGT AND PRESERVATION	536,824	74,400	155,676	455,548	64,000	332,948	186,600
093 - COURTHOUSE SECURITY	4,694	110,000	110,000	4,694	110,000	110,000	4,694
094 - COURT RECORD PRESERVATION	257,970	50,000	125,000	182,970	50,500	50,500	182,970
096 - HISTORICAL COMMISSION	350	18,033	8,700	9,683	8,700	12,775	5,608
097 - CHILD ABUSE PREVENTION	3,139	425	425	3,139	425	425	3,139
098 - JUSTICE COURT TECHNOLOGY	357,500	30,300	112,701	275,099	31,000	116,900	189,199
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	64,591	6,600	8,900	62,291	6,850	6,850	62,291
102 - DISTRICT COURT RECORDS TECHNOLOGY	126,125	34,857	46,000	114,982	33,500	101,600	46,882
103 - COUNTY CLERK RECORDS ARCHIVES	2,605,905	563,000	370,814	2,798,091	580,000	1,465,000	1,913,091
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	-	-	-	139,423	139,423	-
113 - REGIONAL PUBLIC DEFENDER GRANT	2,991,453	5,516,371	5,730,601	2,777,223	6,300,985	6,300,985	2,777,223
122 - SHERIFF CONTRABAND	368,623	363,500	363,500	368,623	363,500	363,500	368,623
124 - INMATE SUPPLY	2,631,419	840,500	840,500	2,631,419	847,000	847,000	2,631,419
126 - VINE GRANT	-	27,716	27,716	-	27,716	27,716	-
128 - HOMELAND SECURITY GRANT	-	140,234	140,234	-	182,927	182,927	-
142 - LEOSE SHERIFF	99,862	98,881	98,881	99,862	120,688	120,688	99,862
145 - SHERIFF COMMISSARY SALARY	153,532	588,405	588,405	153,532	597,418	597,418	153,532
146 - LECD EMERGENCY COMMUNICATION GRANT	-	-	-	-	-	-	-
150 - TAG GRANT	-	784,344	784,344	-	811,356	811,356	-
152 - JMHCP GRANT	-	329,813	329,813	-	232,655	232,655	-
161 - CDA BUSINESS CRIMES	34,118	108,500	108,500	34,118	108,500	108,500	34,118
163 - CDA CONTRABAND	28,477	76,135	76,135	28,477	76,500	76,500	28,477
164 - CDA SPATTF GRANT	-	682,145	682,145	-	723,972	723,972	-
166 - CDA JAG GRANT	-	27,698	27,698	-	171,803	171,803	-
171 - CDA VOCA VICTIM ADVOCACY PROJECT	-	148,066	148,066	-	271,182	271,182	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	717,793	6,486,594	6,486,594	717,793	6,459,418	6,459,418	717,793
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	-	-	-	400,659	400,659	-
204 - TAX NOTES, SERIES 2013	18,785	1,402,331	1,402,331	18,785	1,424,160	1,424,160	18,785
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	189,422	199,209	199,209	189,422	198,784	198,784	189,422
301 - MPO ROAD CONSTRUCTION	-	1,010,198	724,929	285,269	2,648,000	2,863,236	70,033
302 - TAX ROAD BONDS CONSTRUCTION	-	5,125,000	-	5,125,000	1,000	5,126,000	-
306 - CRTC RENOVATIONS	483,893	-	332,106	151,787	-	151,787	-
307 - CRTC RENOVATIONS #2	569,737	900,000	900,000	569,737	2,003,213	2,003,213	569,737
401 - EMPLOYEE HEALTH BENEFIT	6,422,694	13,223,000	13,263,000	6,382,694	13,200,000	13,200,000	6,382,694
403 - WORKERS COMPENSATION	10,037,493	1,730,279	5,015,434	6,752,338	1,630,500	4,130,500	4,252,338
GRAND TOTAL	72,508,877	175,945,063	174,413,961	74,039,979	182,379,437	198,930,547	57,488,870

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

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 area of Lubbock County contributes 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.

Idalou/New Deal Park

Budgeting for capital improvements to park facilities without corresponding significant increases in revenue sources has created a draw on reserves.

Shallowater Park

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

Remodeling and updating projects delayed due to the reduced funding in recent years were analyzed and essential renovations were budgeted. 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.

New Road

Revenues and expenditures were consolidated into the Consolidated Road and Bridge fund and a draw on reserves was created to defund the New Road Fund.

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

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

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. The fund reflects an increase in detention costs.

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.

County Records Mgt and Preservation

Funds were budgeted to make necessary building repairs. Sufficient unreserved fund balance is available to cover draw on reserves.

Historical Commission

An increase in the number of historical markers projected to be placed is drawing down reserves, but is not expected to impact operations.

Justice Court Technology

Technology purchases and technology related travel is being utilized from this fund. The fund has been underutilized and sufficient unreserved fund balance is available.

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.

MPO Road Construction

Planned projects were not completed in the prior year and were budgeted for completion and the draw on reserves created.

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

Tax Road Bond Construction

Debt was issued at the end of FY 2019 to fund critical road improvement including design engineering and road conversion projects. This is the initial 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.

CRTC Renovations

Reserves will be depleted as the project is completed and the fund is closed out.

Workers Compensation

A transfer to the general fund was created causing the draw from reserves. Sufficient unreserved fund balance is available to cover draw on reserves.

Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



Budget Summaries

Major Funding Issues Facing 2020 Budget

The 2020 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the 2020 Budget are providing resources for law enforcement capital outlay, the addition of 28 positions, granting minimal increases for employees, and implementing step 3 of the law enforcement step program while adopting the effective tax rate.

Preserving reserves in the event of a disaster or emergency situation continues to be a compelling factor in shaping each annual budget. Any amount considered as excess funds are earmarked for capital expenditures and not utilized for ordinary operating expenditures.

General revenues are not expected to increase in FY 2020. Sales tax revenues are expected to moderately increase. The ad valorem tax rate was reduced to the effective tax rate, therefore additional revenue was limited to new growth in the County.

Key Issues in Developing the 2020 Budget

The 2020 Budget provides for investment in Commissioners' Court priority areas.

- Providing an office assistant to the Commissioners' department.
- Providing law enforcement with four patrol deputies, one civil deputy and four part-time bailiffs.
- Providing thirteen new positions to the technology department.
- Providing a safety manager for facilities maintenance.
- Providing a buyer for purchasing.
- Providing three equipment operators for the road and bridge department.
- Providing resources for nineteen law enforcement vehicles.

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 2020 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 fixed assets. Lubbock County's non-major Capital Project Funds included in the 2020 budget: MPO Road Construction, Tax Road Bonds Construction, CRTC Renovations, and CRTC Renovations #2.

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 the debt service. This fund is also referred to as the Interest and Sinking Fund. Lubbock County's non-major Debt Service Funds: Tax Notes Series 2013, Refunding Bonds Series 2013, Refunding Bonds Series 2016, and Unlimited Tax Road Bonds Series 2019.

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

Road and Bridge Fund
(020)

*CAFR-Non-Major Governmental
Fund*

Permanent
Improvement Fund
(041)

*CAFR-Non-Major Governmental
Fund*

Debit Service Funds

Debt Service Funds
(201-206)

*CAFR-Non-Major Governmental
Funds*

Other Funds

Regional Public
Defender (113)

CAFR-Major Special Revenue Fund

Special Revenue Funds
(031-034, 042-103,
122-171)

CAFR-Non-Major Funds

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-Fiduciary Funds

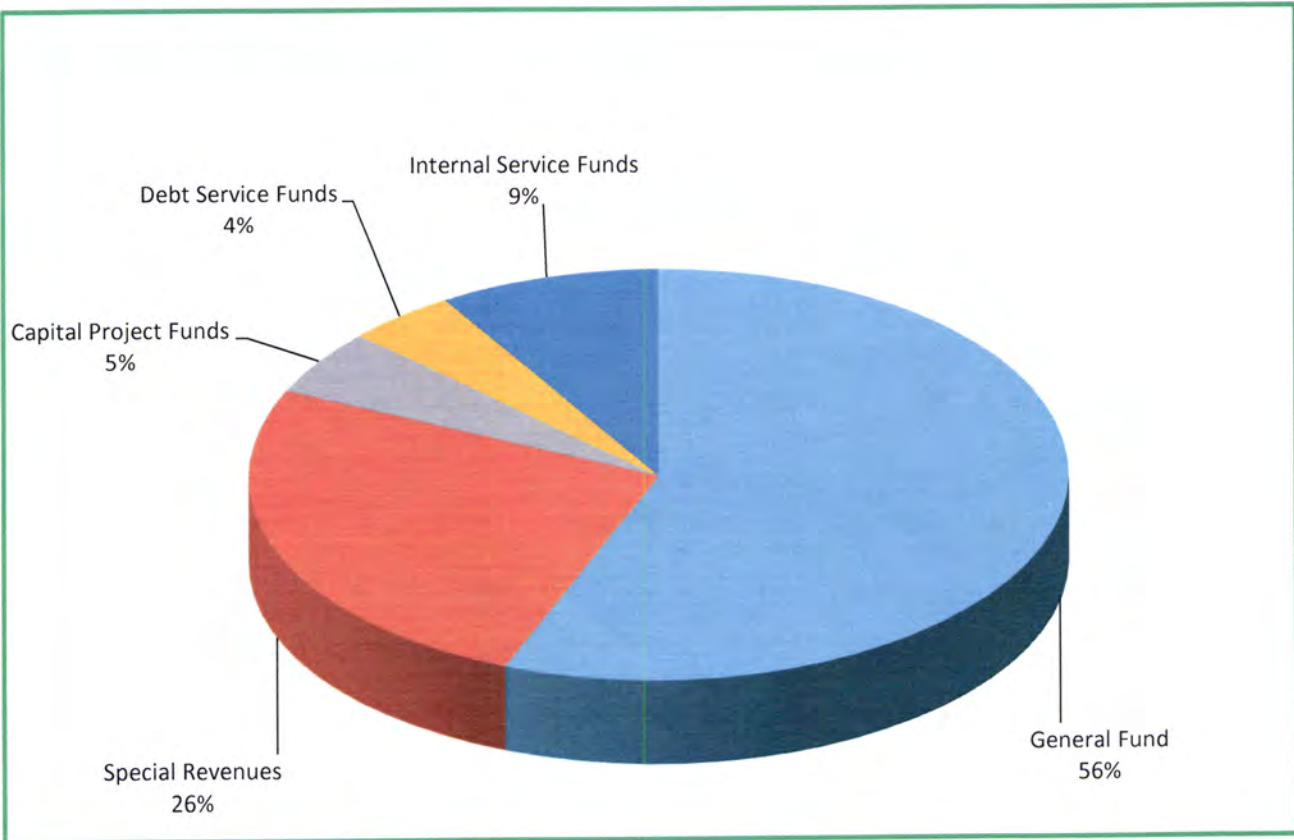
Capital Project Funds

Capital Project Funds
(301-307)

CAFR-Non-Major Funds

LUBBOCK COUNTY, TEXAS
SUMMARY OF BUDGET BY FUND TYPE

Governmental and Proprietary Fund Types		
General Fund	\$	111,630,197
Special Revenues		51,342,593
Capital Project Funds		10,144,236
Debt Service Funds		8,483,021
Internal Service Funds		17,330,500
Total Budget by Fund Type	\$	198,930,547



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 - CRTC Renovations, and CRTC Renovations #2, MPO Road Construction, Tax Road Bonds Construction.

Debt Service Funds - Tax Notes Series 2013, Refunding Bonds Series 2013, Refunding Bonds Series 2016, and Unlimited Tax Road Bonds Series 2019.

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

Lubbock County, Texas
Adopted Budget
FY 2019 - 2020

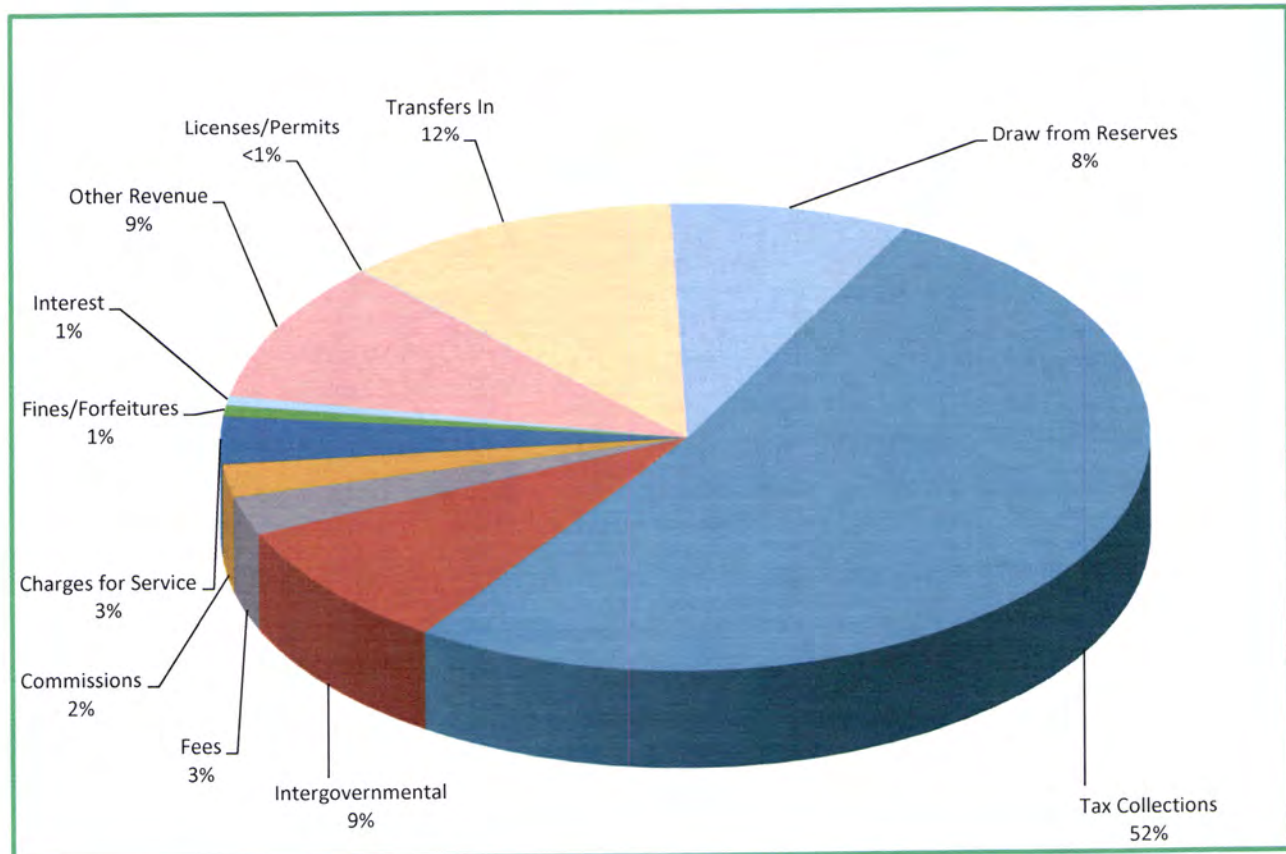


Consolidated Revenue & Expenditure Summary

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

WHERE DOES THE MONEY COME FROM?

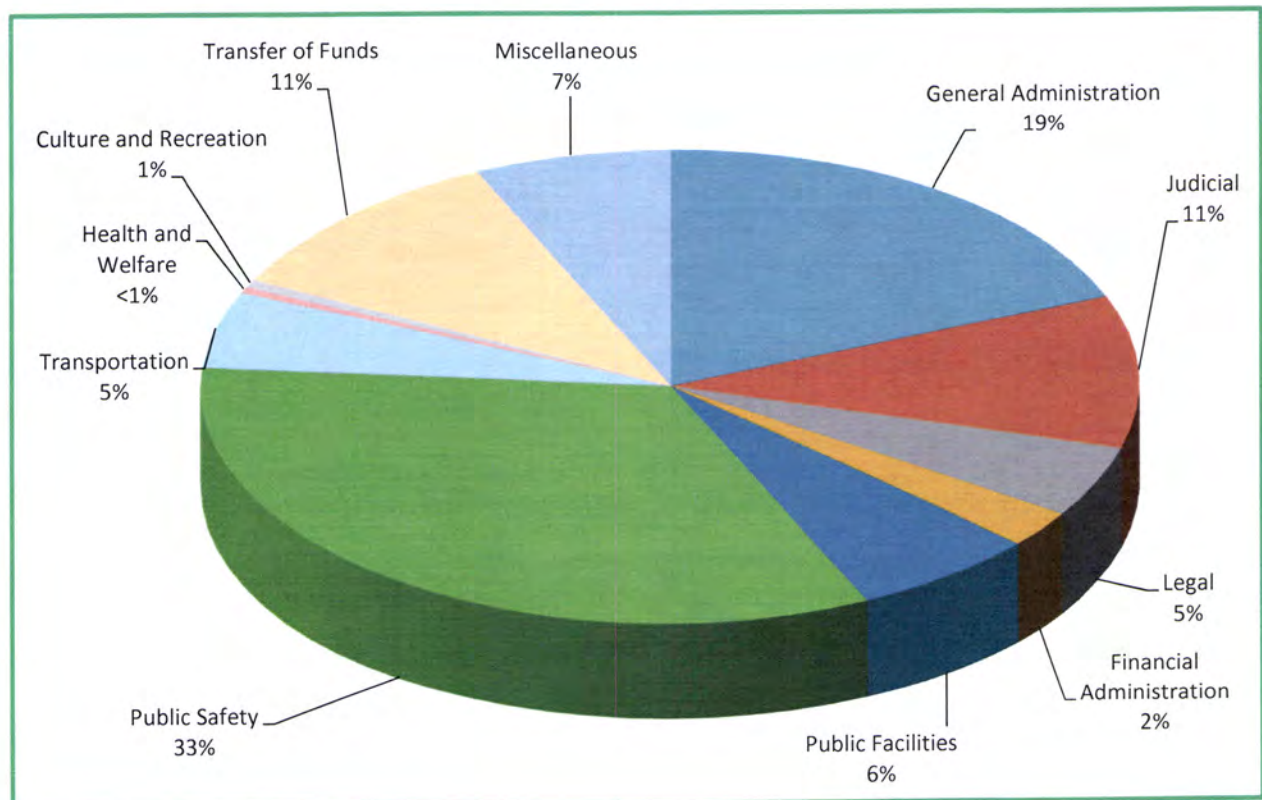
	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
Tax Collections	\$ 92,673,995	\$ 96,162,576	\$ 102,907,983
Intergovernmental	13,777,342	16,450,576	17,888,788
Fees	5,391,031	5,527,300	5,332,200
Commissions	3,995,308	4,070,810	4,451,650
Charges for Service	6,074,024	6,261,475	6,527,675
Fines/Forfeitures	1,063,906	1,472,800	1,529,050
Interest	1,620,057	1,128,790	1,275,555
Other Revenue	16,883,459	19,666,884	19,066,959
Licenses/Permits	175,156	189,250	187,425
Transfers In	15,213,337	22,297,719	23,212,152
Draw from Reserves	-	16,962,333	16,551,110
Total Revenue	\$ 156,867,614	\$ 190,190,513	\$ 198,930,547



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

WHERE DOES THE MONEY GO?

	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget
General Administration	\$ 24,018,345	\$ 42,347,386	\$ 37,708,833
Judicial	18,655,112	20,855,330	21,049,469
Legal	8,388,481	9,017,244	9,647,931
Financial Administration	4,544,310	4,715,728	4,864,814
Public Facilities	8,177,199	11,541,082	12,637,135
Public Safety	54,718,891	58,375,272	66,098,812
Transportation	9,410,921	9,458,822	10,516,027
Health and Welfare	785,000	865,786	830,298
Culture and Recreation	761,329	1,029,776	1,104,381
Transfer of Funds	15,442,049	18,609,272	21,019,240
Miscellaneous	10,525,351	13,374,815	13,453,607
Total Expenditures	\$ 155,426,987	\$ 190,190,513	\$ 198,930,547



LUBBOCK COUNTY, TEXAS
2018 ACTUAL REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2018 Actual Revenues	2018 Actual Expenditures	Revenues Over/(Under)	
			Expenditures	
011 - GENERAL FUND	\$ 97,133,337	\$ 100,268,367	\$	(3,135,031)
020 - CONSOLIDATED ROAD AND BRIDGE	6,117,078	7,115,774		(998,696)
031 - PRECINCT 1 PARK	114,697	85,680		29,017
032 - SLATON/ROOSEVELT PARK	105,119	121,407		(16,288)
033 - IDALOU/NEW DEAL PARK	105,255	195,692		(90,437)
034 - SHALLOWATER PARK	105,376	128,823		(23,446)
041 - PERMANENT IMPROVEMENT	2,438,059	1,668,945		769,115
042 - NEW ROAD	2,026,508	2,152,892		(126,385)
043 - LCETRZ NO1 TAX INCREMENT FUND	256,756	-		256,756
046 - TJJD (P) JJAEP GRANT	75,807	75,807		-
047 - TJJD (R) REGIONAL DIVERSION GRANT	11,769	11,769		-
050 - JUVENILE STAR PROGRAM	419,102	419,102		-
051 - JUVENILE PROBATION	6,086,569	4,983,203		1,103,366
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	1,737,034	1,737,034		-
055 - JUVENILE DETENTION	3,568,760	3,568,760		-
057 - JUVENILE FOOD SERVICE	324,789	324,789		-
064 - TJJD (E) TITLE IV E GRANT	217,260	217,260		-
066 - CJD RE ENTRY DRUG COURT GRANT	23,775	23,775		-
067 - CJD DWI COURT GRANT	21,810	21,810		-
070 - ON LINE ACCESS	49,252	4,410		44,842
072 - CJD DRUG COURT GRANT	17,765	17,765		-
074 - COUNTY DRUG COURT COURT COST	29,892	3,482		26,410
075 - DISPUTE RESOLUTION	310,873	305,429		5,445
076 - USDA AG MEDIATION GRANT	97,084	97,083		-
077 - DOMESTIC RELATIONS OFFICE	192,128	215,878		-
079 - HOT & STVR TAX	-	-		-
081 - LAW LIBRARY	174,793	173,424		1,369
083 - ELECTION SERVICES	319,766	319,766		-
085 - ELECTION ADMINISTRATION	42,089	24,000		18,089
086 - ELECTION EQUIPMENT	82,415	-		82,415
088 - LEPC GRANT	77,917	77,917		-
089 - HISTORICAL CANNON RESTORATION	5,092	-		5,092
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	20,042	16,795		3,247
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	575,261	170,014		405,247
092 - COUNTY RECORDS MGT. AND PRESERVATION	74,321	60,506		13,814
093 - COURTHOUSE SECURITY	104,686	105,177		(490)
094 - COURT RECORD PRESERVATION	53,167	20,735		32,432
096 - HISTORICAL COMMISSION	5,203	9,760		(4,557)
097 - CHILD ABUSE PREVENTION	158	-		158
098 - JUSTICE COURT TECHNOLOGY	30,522	7,139		23,382
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	6,762	-		6,762
102 - DISTRICT COURT RECORDS TECHNOLOGY	37,343	16,735		20,607
103 - COUNTY CLERK RECORDS ARCHIVES	558,109	70,231		487,878
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	-		-
113 - REGIONAL PUBLIC DEFENDER GRANT	5,587,332	4,985,446		601,886
122 - SHERIFF CONTRABAND	289,845	199,941		89,904
124 - INMATE SUPPLY	932,059	893,506		38,553
126 - VINE GRANT	28,547	28,547		-
128 - HOMELAND SECURITY GRANT	141,864	141,864		-
142 - LEOSE SHERIFF	22,132	27,025		(4,893)
145 - SHERIFF COMMISSARY SALARY	571,314	497,288		74,026
146 - LECD EMERGENCY COMMUNICATION GRANT	20,023	20,023		-
150 - TAG GRANT	873,612	873,612		-
152 - JMHCP GRANT	18,239	18,239		-
161 - CDA BUSINESS CRIMES	97,413	73,137		24,276
163 - CDA CONTRABAND	114,461	88,438		26,022
164 - CDA SPATTF GRANT	738,327	738,327		-
166 - CDA JAG GRANT	31,878	31,878		-
171 - CDA VOCA VICTIM ADVOCACY PROJECT	109,145	109,145		-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	5,611,530	5,733,618		(122,088)
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	-		-
204 - TAX NOTES, SERIES 2013	1,262,885	1,244,100		18,785
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	177,279	173,200		4,079
301 - ROAD CONSTRUCTION FUND	-	-		-
302 - TAX ROAD BONDS CONSTRUCTION	-	-		-
306 - CRTC RENOVATIONS	12,498	786,300		(773,803)
307 - CRTC RENOVATIONS #2	1,148,161	989,591		158,570
401 - EMPLOYEE HEALTH BENEFIT	13,477,803	12,598,446		879,357
403 - WORKERS COMPENSATION	1,847,766	338,180		1,509,586
SUB-TOTALS	156,867,614	155,426,987		1,464,378
DRAW FROM RESERVES	-	-		-
TOTALS	\$ 156,867,614	\$ 155,426,987	\$	1,464,378

LUBBOCK COUNTY, TEXAS
2019 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2019 Budgeted Revenues	2019 Budgeted Expenditures	Revenues Over/(Under)
			Expenditures
011 - GENERAL FUND	\$ 106,222,456	\$ 112,933,749	\$ (6,711,293)
020 - CONSOLIDATED ROAD AND BRIDGE	8,674,443	9,011,283	(336,840)
031 - PRECINCT 1 PARK	109,926	194,083	(84,157)
032 - SLATON/ROOSEVELT PARK	112,926	173,649	(60,723)
033 - IDALOU/NEW DEAL PARK	111,126	260,228	(149,102)
034 - SHALLOWATER PARK	108,926	154,711	(45,785)
041 - PERMANENT IMPROVEMENT	2,556,481	4,422,756	(1,866,275)
042 - NEW ROAD	-	690,000	(690,000)
043 - LCETRZ NO1 TAX INCREMENT FUND	-	254,655	(254,655)
046 - TJJD (P) JJAEP GRANT	80,000	80,000	-
047 - TJJD (R) REGIONAL DIVERSION GRANT	-	-	-
050 - JUVENILE STAR PROGRAM	546,735	546,735	-
051 - JUVENILE PROBATION	6,837,000	7,207,558	(370,558)
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,068,888	2,068,888	-
055 - JUVENILE DETENTION	4,404,048	4,404,048	-
057 - JUVENILE FOOD SERVICE	375,082	375,082	-
064 - TJJD (E) TITLE IV E GRANT	272,422	272,422	-
066 - CJD RE ENTRY DRUG COURT GRANT	40,953	40,953	-
067 - CJD DWI COURT GRANT	36,612	36,612	-
070 - ON LINE ACCESS	43,000	100,000	(57,000)
072 - CJD DRUG COURT GRANT	48,991	48,991	-
074 - COUNTY DRUG COURT COURT COST	21,700	38,740	(17,040)
075 - DISPUTE RESOLUTION	328,600	328,600	-
076 - USDA AG MEDIATION GRANT	175,500	175,500	-
077 - DOMESTIC RELATIONS OFFICE	211,600	211,600	-
079 - HOT & STVR TAX	-	-	-
081 - LAW LIBRARY	180,698	180,698	-
083 - ELECTION SERVICES	744,775	744,775	-
085 - ELECTION ADMINISTRATION	112,500	112,500	-
086 - ELECTION EQUIPMENT	79,500	79,500	-
088 - LEPC GRANT	-	-	-
089 - HISTORICAL CANNON RESTORATION	-	-	-
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	19,400	44,701	(25,301)
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	572,925	1,246,829	(673,904)
092 - COUNTY RECORDS MGT. AND PRESERVATION	74,400	425,676	(351,276)
093 - COURTHOUSE SECURITY	110,000	110,000	-
094 - COURT RECORD PRESERVATION	50,000	125,000	(75,000)
096 - HISTORICAL COMMISSION	8,700	8,700	-
097 - CHILD ABUSE PREVENTION	425	425	-
098 - JUSTICE COURT TECHNOLOGY	30,300	178,088	(147,788)
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	6,600	8,900	(2,300)
102 - DISTRICT COURT RECORDS TECHNOLOGY	31,000	56,000	(25,000)
103 - COUNTY CLERK RECORDS ARCHIVES	563,000	995,000	(432,000)
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	-	-
113 - REGIONAL PUBLIC DEFENDER GRANT	5,516,371	5,730,601	(214,230)
122 - SHERIFF CONTRABAND	363,500	363,500	-
124 - INMATE SUPPLY	840,500	840,500	-
126 - VINE GRANT	27,716	27,716	-
128 - HOMELAND SECURITY GRANT	140,234	140,234	-
142 - LEOSE SHERIFF	98,881	98,881	-
145 - SHERIFF COMMISSARY SALARY	588,405	588,405	-
146 - LECD EMERGENCY COMMUNICATION GRANT	-	-	-
150 - TAG GRANT	784,344	784,344	-
152 - JMHCP GRANT	329,813	329,813	-
161 - CDA BUSINESS CRIMES	108,500	108,500	-
163 - CDA CONTRABAND	76,135	76,135	-
164 - CDA SPATTF GRANT	682,145	682,145	-
166 - CDA JAG GRANT	27,698	27,698	-
171 - CDA VOCA VICTIM ADVOCACY PROJECT	148,066	148,066	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	6,486,594	6,486,594	-
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	-	-
204 - TAX NOTES, SERIES 2013	1,402,331	1,402,331	-
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	199,209	199,209	-
301 - ROAD CONSTRUCTION FUND	3,657,600	3,657,600	-
302 - TAX ROAD BONDS CONSTRUCTION	-	-	-
306 - CRTC RENOVATIONS	-	332,106	(332,106)
307 - CRTC RENOVATIONS #2	900,000	900,000	-
401 - EMPLOYEE HEALTH BENEFIT	13,223,000	13,263,000	(40,000)
403 - WORKERS COMPENSATION	1,655,500	5,655,500	(4,000,000)
SUB-TOTALS	173,228,180	190,190,513	(16,962,333)
DRAW FROM RESERVES	16,962,333		16,962,333
TOTALS	\$ 190,190,513	\$ 190,190,513	\$ -

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 BRIDGE	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 FUND	153,000	553,604	(400,604)
046 - TJJD (P) JJAEP GRANT	80,000	80,000	-
047 - TJJD (R) REGIONAL DIVERSION GRANT	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 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,088,835	2,088,835	-
055 - JUVENILE DETENTION	4,502,836	4,502,836	-
057 - JUVENILE FOOD SERVICE	380,238	380,238	-
064 - TJJD (E) TITLE IV E GRANT	204,400	204,400	-
066 - CJD RE ENTRY DRUG COURT GRANT	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 COST	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 - HOT & STVR TAX	2,530,000	2,530,000	-
081 - LAW LIBRARY	181,853	181,853	-
083 - ELECTION SERVICES	769,775	769,775	-
085 - ELECTION ADMINISTRATION	67,700	67,700	-
086 - ELECTION EQUIPMENT	79,500	79,500	-
088 - LEPC GRANT	-	-	-
089 - HISTORICAL CANNON RESTORATION	11,625	11,625	-
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	19,400	44,701	(25,301)
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	585,725	585,725	-
092 - COUNTY RECORDS MGT. AND PRESERVATION	64,000	332,948	(268,948)
093 - COURTHOUSE SECURITY	110,000	110,000	-
094 - COURT RECORD PRESERVATION	50,500	50,500	-
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 - COUNTY AND DISTRICT COURT TECHNOLOGY	6,850	6,850	-
102 - DISTRICT COURT RECORDS TECHNOLOGY	33,500	101,600	(68,100)
103 - COUNTY CLERK RECORDS ARCHIVES	580,000	1,465,000	(885,000)
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	139,423	139,423	-
113 - REGIONAL PUBLIC DEFENDER GRANT	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 EMERGENCY COMMUNICATION GRANT	-	-	-
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	-
171 - CDA VOCA VICTIM ADVOCACY PROJECT	271,182	271,182	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	6,459,418	6,459,418	-
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	400,659	400,659	-
204 - TAX NOTES, SERIES 2013	1,424,160	1,424,160	-
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	198,784	198,784	-
301 - ROAD CONSTRUCTION FUND	2,648,000	2,863,236	(215,236)
302 - TAX ROAD BONDS CONSTRUCTION	1,000	5,126,000	(5,125,000)
306 - CRTC RENOVATIONS	-	151,787	(151,787)
307 - CRTC RENOVATIONS #2	2,003,213	2,003,213	-
401 - EMPLOYEE HEALTH BENEFIT	13,200,000	13,200,000	-
403 - WORKERS COMPENSATION	1,630,500	4,130,500	(2,500,000)
SUB-TOTALS	182,379,437	198,930,547	(16,551,110)
DRAW FROM RESERVES	16,551,110		16,551,110
TOTALS	\$ 198,930,547	\$ 198,930,547	\$ -

LUBBOCK COUNTY, TEXAS
FY 2020 BUDGET - TOTAL COMPARATIVE REVENUES
ALL FUNDS

Fund	FY 2018 Actual	FY 2019 Budget	% Change FY18 Actual VS FY19		FY 2020 Budget	% Change FY19 Budget VS FY20	
			Budget			Budget	
011 - GENERAL FUND	\$ 97,133,337	\$ 106,222,456	9.36%		\$ 109,181,526	2.79%	
020 - CONSOLIDATED ROAD AND BRIDGE	6,117,078	8,674,443	41.81%		8,983,881	3.57%	
031 - PRECINCT 1 PARK	114,697	109,926	-4.16%		123,364	12.22%	
032 - SLATON/ROOSEVELT PARK	105,119	112,926	7.43%		118,364	4.82%	
033 - IDALOU/NEW DEAL PARK	105,255	111,126	5.58%		118,564	6.69%	
034 - SHALLOWATER PARK	105,376	108,926	3.37%		114,864	5.45%	
041 - PERMANENT IMPROVEMENT	2,438,059	2,556,481	4.86%		4,439,271	73.65%	
042 - NEW ROAD	2,026,508	-	-100.00%		-	0.00%	
043 - LCETRZ NO1 TAX INCREMENT FUND	256,756	-	-100.00%		153,000	100.00%	
046 - TJJD (P) JJAEP GRANT	75,807	80,000	5.53%		80,000	0.00%	
047 - TJJD (R) REGIONAL DIVERSION GRANT	11,769	-	-100.00%		12,422	100.00%	
050 - JUVENILE STAR PROGRAM	419,102	546,735	30.45%		610,804	11.72%	
051 - JUVENILE PROBATION	6,086,569	6,837,000	12.33%		6,040,000	-11.66%	
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	1,737,034	2,068,888	19.10%		2,088,835	0.96%	
055 - JUVENILE DETENTION	3,568,760	4,404,048	23.41%		4,502,836	2.24%	
057 - JUVENILE FOOD SERVICE	324,789	375,082	15.48%		380,238	1.37%	
064 - TJJD (E) TITLE IV E GRANT	217,260	272,422	25.39%		204,400	-24.97%	
066 - CJD RE ENTRY DRUG COURT GRANT	23,775	40,953	72.25%		40,953	0.00%	
067 - CJD DWI COURT GRANT	21,810	36,612	67.87%		36,612	0.00%	
070 - ON LINE ACCESS	49,252	43,000	-12.69%		39,000	-9.30%	
072 - CJD DRUG COURT GRANT	17,765	48,991	175.77%		48,991	0.00%	
074 - COUNTY DRUG COURT COURT COST	29,892	21,700	-27.41%		21,700	0.00%	
075 - DISPUTE RESOLUTION	310,873	328,600	5.70%		334,900	1.92%	
076 - USDA AG MEDIATION GRANT	97,084	175,500	80.77%		420,000	139.32%	
077 - DOMESTIC RELATIONS OFFICE	192,128	211,600	10.13%		213,000	0.66%	
079 - HOT & STVR TAX	-	-	0.00%		2,530,000	100.00%	
081 - LAW LIBRARY	174,793	180,698	3.38%		181,853	0.64%	
083 - ELECTION SERVICES	319,766	744,775	132.91%		769,775	3.36%	
085 - ELECTION ADMINISTRATION	42,089	112,500	167.29%		67,700	-39.82%	
086 - ELECTION EQUIPMENT	82,415	79,500	-3.54%		79,500	0.00%	
088 - LEPC GRANT	77,917	-	-100.00%		-	0.00%	
089 - HISTORICAL CANNON RESTORATION	5,092	-	-100.00%		11,625	100.00%	
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	20,042	19,400	-3.20%		19,400	0.00%	
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	575,261	572,925	-0.41%		585,725	2.23%	
092 - COUNTY RECORDS MGT. AND PRESERVATION	74,321	74,400	0.11%		64,000	-13.98%	
093 - COURTHOUSE SECURITY	104,686	110,000	5.08%		110,000	0.00%	
094 - COURT RECORD PRESERVATION	53,167	50,000	-5.96%		50,500	1.00%	
096 - HISTORICAL COMMISSION	5,203	8,700	67.22%		8,700	0.00%	
097 - CHILD ABUSE PREVENTION	158	425	169.19%		425	0.00%	
098 - JUSTICE COURT TECHNOLOGY	30,522	30,300	-0.73%		31,000	2.31%	
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	6,762	6,600	-2.40%		6,850	3.79%	
102 - DISTRICT COURT RECORDS TECHNOLOGY	37,343	31,000	-16.98%		33,500	8.06%	
103 - COUNTY CLERK RECORDS ARCHIVES	558,109	563,000	0.88%		580,000	3.02%	
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	-	0.00%		139,423	100.00%	
113 - REGIONAL PUBLIC DEFENDER GRANT	5,587,332	5,516,371	-1.27%		6,300,985	14.22%	
122 - SHERIFF CONTRABAND	289,845	363,500	25.41%		363,500	0.00%	
124 - INMATE SUPPLY	932,059	840,500	-9.82%		847,000	0.77%	
126 - VINE GRANT	28,547	27,716	-2.91%		27,716	0.00%	
128 - HOMELAND SECURITY GRANT	141,864	140,234	-1.15%		182,927	30.44%	
142 - LEOSE SHERIFF	22,132	98,881	346.77%		120,688	22.05%	
145 - SHERIFF COMMISSARY SALARY	571,314	588,405	2.99%		597,418	1.53%	
146 - LECD EMERGENCY COMMUNICATION GRANT	20,023	-	-100.00%		-	0.00%	
150 - TAG GRANT	873,612	784,344	-10.22%		811,356	3.44%	
152 - JMHCP GRANT	18,239	329,813	1708.30%		232,655	-29.46%	
161 - CDA BUSINESS CRIMES	97,413	108,500	11.38%		108,500	0.00%	
163 - CDA CONTRABAND	114,461	76,135	-33.48%		76,500	0.48%	
164 - CDA SPATTF GRANT	738,327	682,145	-7.61%		723,972	6.13%	
166 - CDA JAG GRANT	31,878	27,698	-13.11%		171,803	520.27%	
171 - CDA VOCA VICTIM ADVOCACY PROJECT	109,145	148,066	35.66%		271,182	83.15%	
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	5,611,530	6,486,594	15.59%		6,459,418	-0.42%	
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	-	0.00%		400,659	100.00%	
204 - TAX NOTES, SERIES 2013	1,262,885	1,402,331	11.04%		1,424,160	1.56%	
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	177,279	199,209	12.37%		198,784	-0.21%	
301 - ROAD CONSTRUCTION FUND	-	3,657,600	100.00%		2,648,000	-27.60%	
302 - TAX ROAD BONDS CONSTRUCTION	-	-	0.00%		1,000	100.00%	
306 - CRTC RENOVATIONS	12,498	-	-100.00%		-	0.00%	
307 - CRTC RENOVATIONS #2	1,148,161	900,000	-21.61%		2,003,213	122.58%	
401 - EMPLOYEE HEALTH BENEFIT	13,477,803	13,223,000	-1.89%		13,200,000	-0.17%	
403 - WORKERS COMPENSATION	1,847,766	1,655,500	-10.41%		1,630,500	-1.51%	
DRAW FROM RESERVES	-	16,962,333	100.00%		16,551,110	-2.42%	
TOTAL REVENUES	\$ 156,867,614	\$ 190,190,513			\$ 198,930,547		

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.

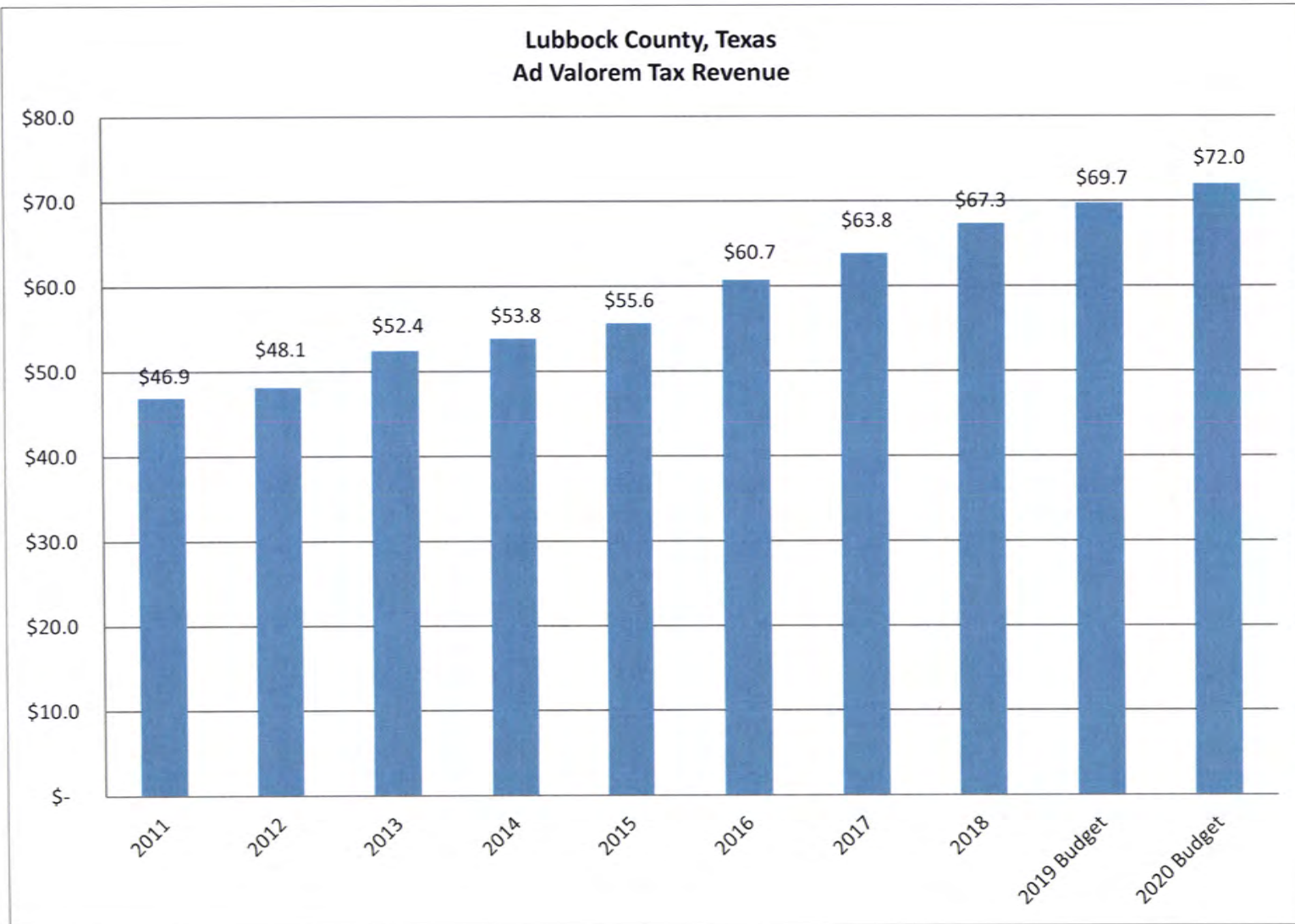
Ad Valorem Taxes

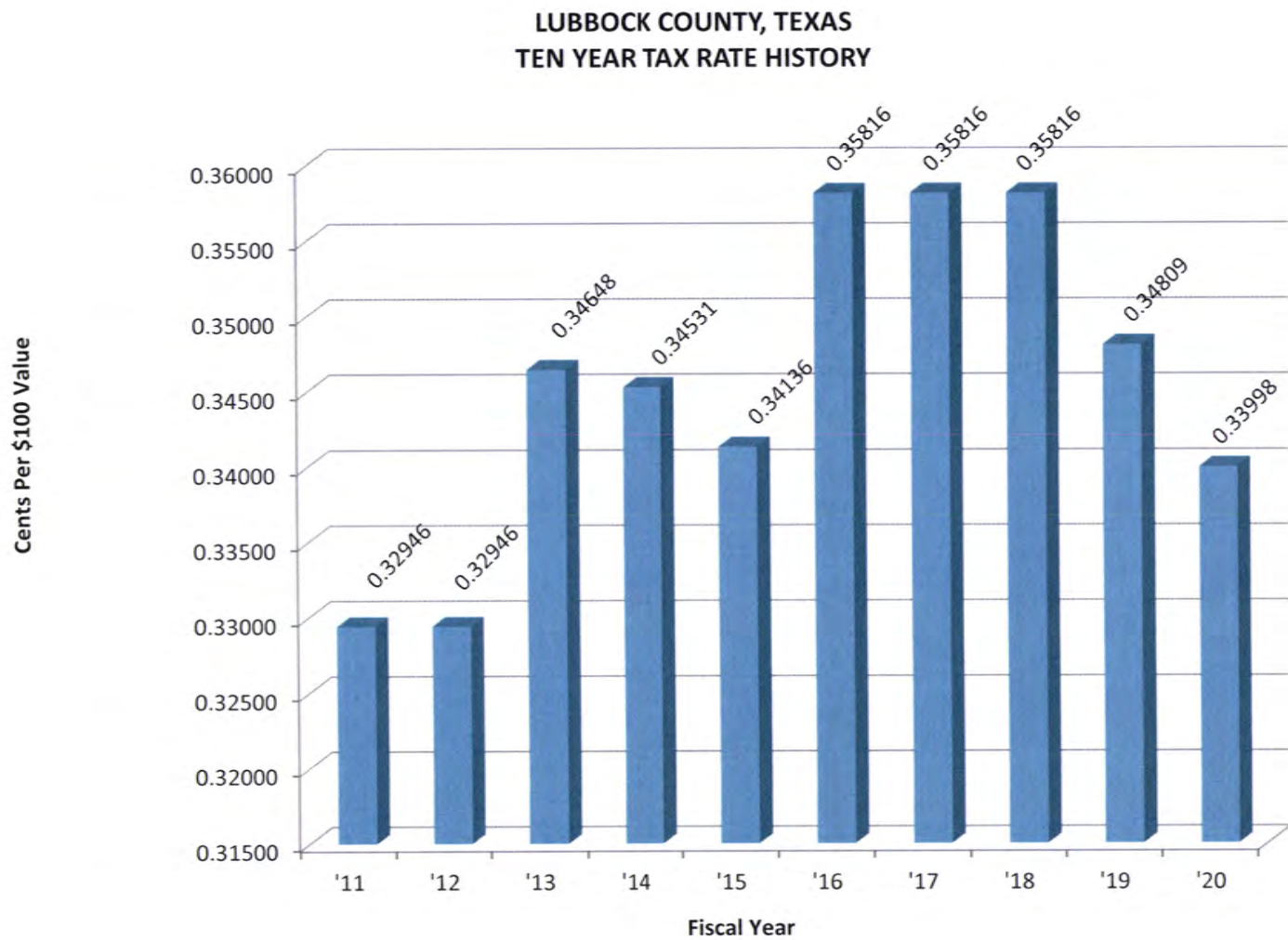
The 2020 budget includes ad valorem tax revenue in the amount of \$72,046,314 or 36% of all revenue. The following factors are considered: (1) the tax base increased by an average of 4.97% or \$903,250,391 to an adjusted taxable valuation of \$19,076,408,990. The tax rate was \$0.348086 per \$100 valuation in 2019 and Commissioners' Court has adopted \$0.339978 per \$100 valuation in fiscal year 2020. (2) New property added to the tax roll provides approximately \$1,746,692 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 38 displays the property tax collection history for the past ten years depicting moderate growth. The chart on page 39 displays the adopted tax rate for the past ten years. The chart on page 40 displays the tax rate for the past ten years with the breakdown of the distribution between the different funds.

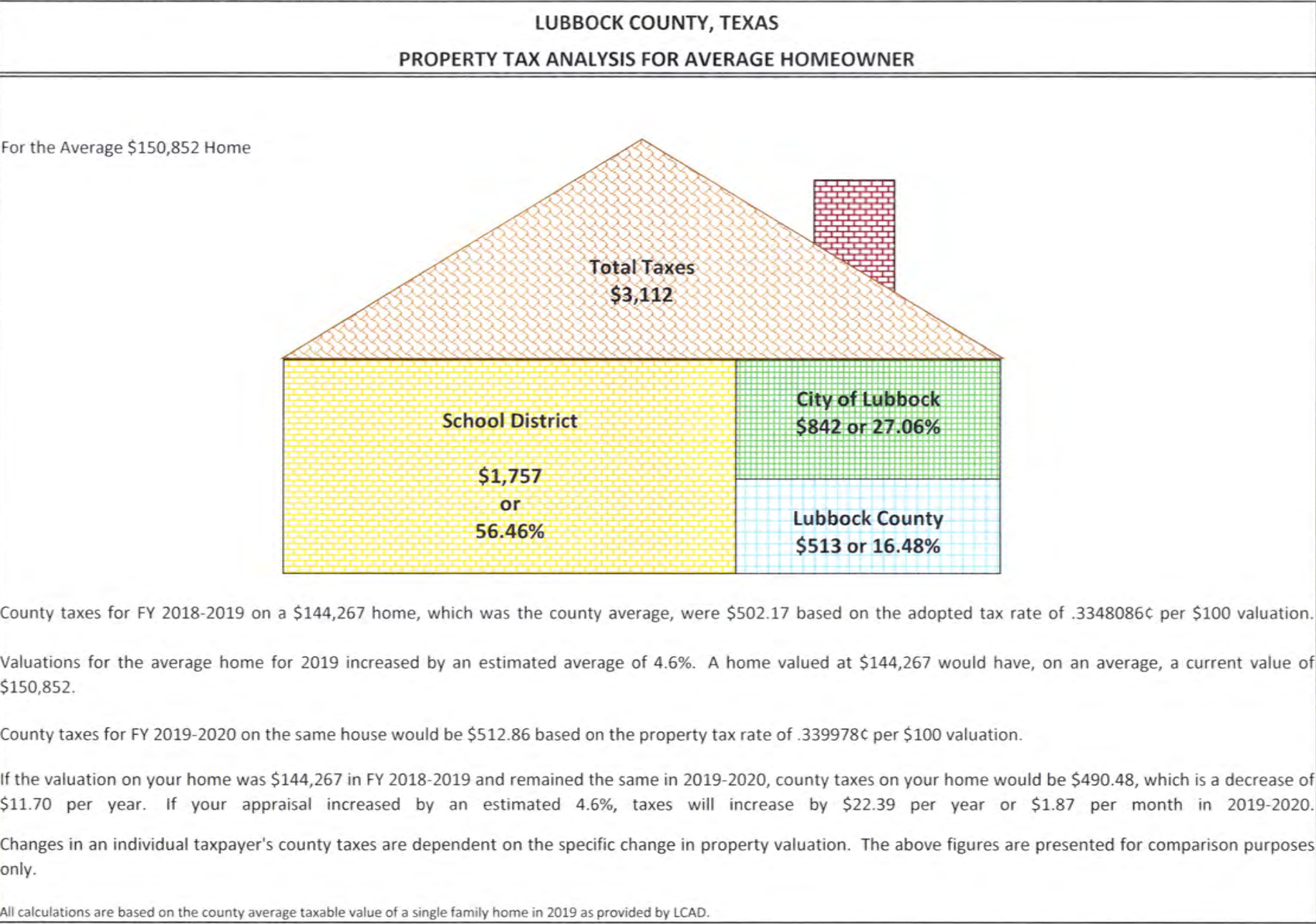




LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2019-2020
TAX RATES BY FUND

Funds	Tax Rate 2010	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
General Fund	0.273680	0.274946	0.289123	0.286094	0.283969	0.302542	0.303168	0.309104	0.296757	0.288650
Permanent Improvement	0.005000	0.005000	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	0.048778	0.047512	0.045354	0.047216	0.045389	0.043616	0.042990	0.037054	0.039329	0.039329
TOTAL	0.329458	0.329458	0.346477	0.345310	0.341358	0.358158	0.358158	0.358158	0.348086	0.339979

The following chart displays a summary of taxes paid by the average homeowner including city, school, and county taxes for FY 2019-2020. The chart shows that only 16.48% of taxes paid on the average home are for County taxes.



LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2019-2020
ANALYSIS OF REVENUE DERIVED BY TAX RATE

ADJUSTED TAXABLE VALUE	\$	19,076,408,990.00		
M & O TAX RATE / \$100 VALUATION	0.300650		\$	57,353,223.63
I & S TAX RATE / \$100 VALUATION				
Certificates of Obligation	\$	19,076,408,990.00		
TOTAL I & S	<u>0.039328</u>		\$	7,502,370.13
PROJECTED LEVY W/O OVER 65			\$	64,855,593.76
ESTIMATED LEVY OF OVER 65			\$	<u>7,190,722.00</u>
TOTAL GROSS LEVY	<u>0.339978</u>		<u>\$</u>	<u>69,781,220.84</u>

FUND NAME	TAX RATE	DISTRIBUTION FOR OVER 65 LEVY	REV BY FUND OVER 65	ESTIMATED REVENUE	TOTAL TAX REVENUE
GENERAL FUND	0.288650	84.9026%	\$ 6,105,106.52	\$ 55,064,054.55	\$ 61,169,161.07
PERMANENT IMPROVEMENT FUND	0.010000	2.9414%	\$ 211,505.51	\$ 1,907,640.90	\$ 2,119,146.41
PRECINCT 1 PARK	0.000500	0.1471%	\$ 10,575.28	\$ 95,382.04	\$ 105,957.32
SLATON/ROOSEVELT PARKS	0.000500	0.1471%	\$ 10,575.28	\$ 95,382.04	\$ 105,957.32
IDALOU/NEW DEAL PARKS	0.000500	0.1471%	\$ 10,575.28	\$ 95,382.04	\$ 105,957.32
SHALLOWATER PARKS	0.000500	0.1471%	\$ 10,575.28	\$ 95,382.04	\$ 105,957.32
SUBTOTAL for M & O	0.300650	88.4322%	\$ 6,358,913.13	\$ 57,353,223.63	\$ 63,712,136.76
INTEREST & SINKING FUND	<u>0.039328</u>	<u>11.5678%</u>	<u>\$ 831,808.87</u>	<u>\$ 7,502,370.13</u>	<u>\$ 8,334,178.99</u>
ESTIMATED LEVY OF OVER 65			\$ 7,190,722.00	\$ 7,190,722.00	
TOTAL TAXES BUDGETED	<u>0.339978</u>	100.0000%		<u>\$ 72,046,315.76</u>	<u>\$ 72,046,315.76</u>

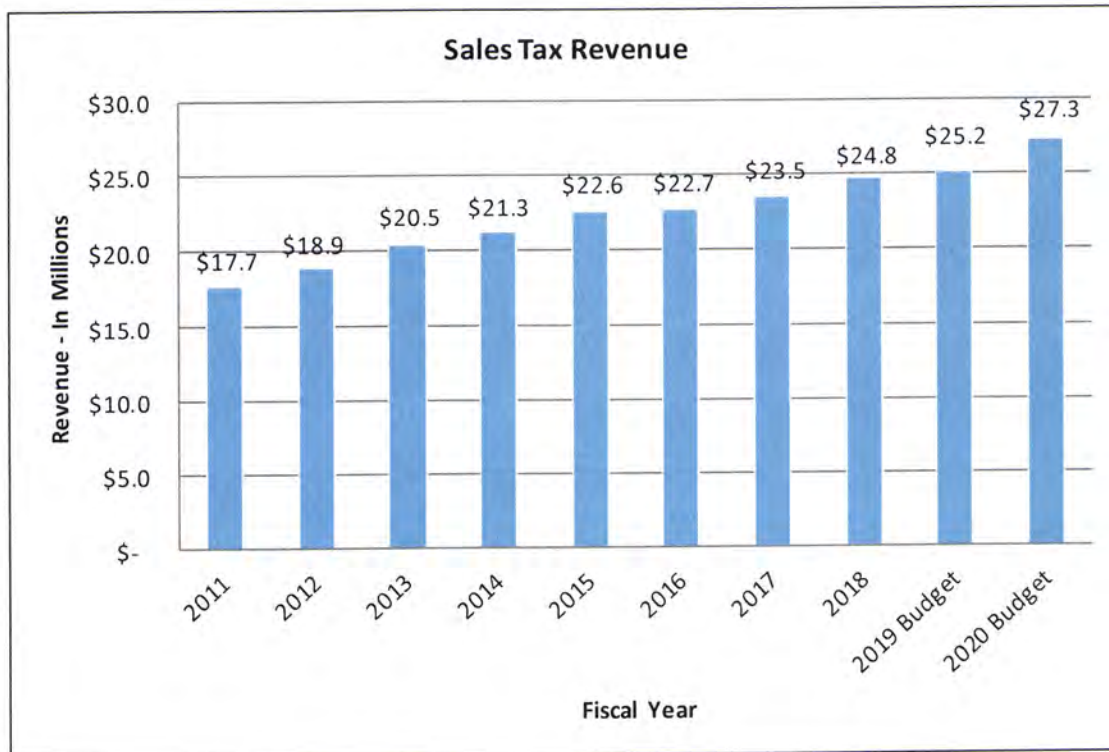
**LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2019-2020
TAX DISTRIBUTION BY FUND**

Description of Fund	Tax Rate	Total Gross Taxes	Tax Distribution
General Fund	0.288650	\$ 61,169,161.07	84.90%
Permanent Improvement	0.010000	\$ 2,119,146.41	2.94%
Precinct 1 Park	0.000500	\$ 105,957.32	0.15%
Slaton/Roosevelt Parks	0.000500	\$ 105,957.32	0.15%
Idalou/New Deal Parks	0.000500	\$ 105,957.32	0.15%
Shallowater Parks	0.000500	\$ 105,957.32	0.15%
Debt Service	0.039328	\$ 8,334,178.99	11.57%
TOTAL TAX RATE/TAX LEVY	0.339978	\$ 72,046,315.76	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 2018 was \$24,832,231. Budgeted county sales tax for the 2020 budget increased by \$2,178,500 from \$25,200,000 in the 2019 budget to \$27,378,500 in the 2020 budget. Sales and use tax revenue accounts for approximately 14% 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 2020, Lubbock County anticipates that this revenue source will make up about 9.0% 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 significant increases in 2020 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 decrease by \$195,000.

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 2020 by \$380,840.

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 2% 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 2020.

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.

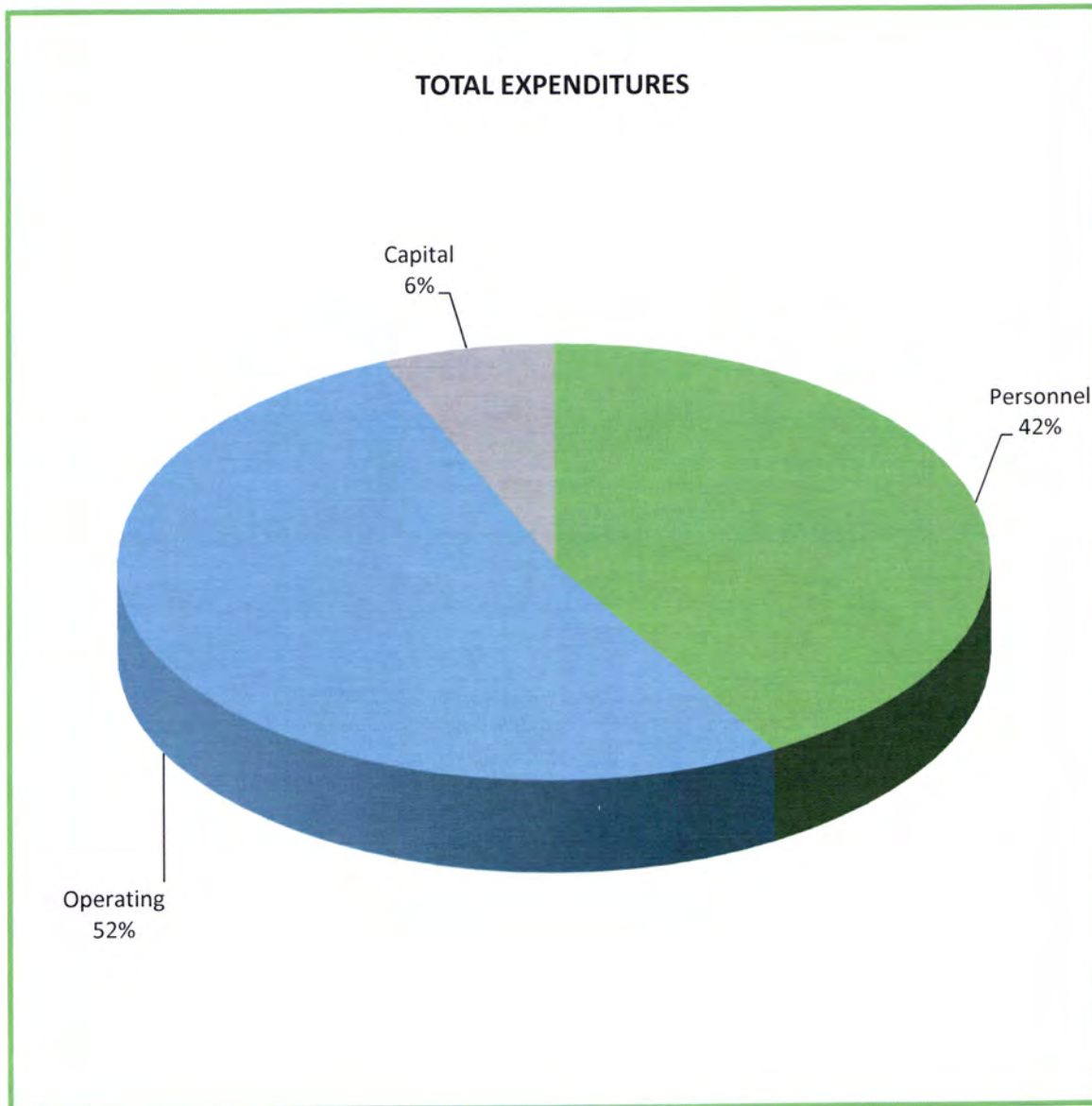
Committed Fund Balance Reserves

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

LUBBOCK COUNTY, TEXAS
FY 2020 BUDGET - TOTAL COMPARATIVE EXPENDITURES *
ALL FUNDS

Fund	FY 2018 Actual	FY 2019 Budget	% Change FY18 Actual VS FY19		% Change FY19 Budget VS FY20	
			Budget	FY 2020 Budget	Budget	Budget
011 - GENERAL FUND	\$ 100,268,367	\$ 112,933,749	12.63%	\$ 111,630,197	-1.15%	
020 - CONSOLIDATED ROAD AND BRIDGE	7,115,774	9,011,283	26.64%	9,769,220	8.41%	
031 - PRECINCT 1 PARK	85,680	194,083	126.52%	224,267	15.55%	
032 - SLATON/ROOSEVELT PARK	121,407	173,649	43.03%	227,038	30.75%	
033 - IDALOU/NEW DEAL PARK	195,692	260,228	32.98%	261,079	0.33%	
034 - SHALLOWATER PARK	128,823	154,711	20.10%	155,527	0.53%	
041 - PERMANENT IMPROVEMENT	1,668,945	4,422,756	165.00%	5,581,215	26.19%	
042 - NEW ROAD	2,152,892	690,000	-67.95%	634,861	-7.99%	
043 - LCETRZ NO1 TAX INCREMENT	-	254,655	100.00%	553,604	117.39%	
046 - TJJD (P) JJAEP GRANT	75,807	80,000	5.53%	80,000	0.00%	
047 - TJJD (R) REGIONAL DIVERSION GRANT	11,769	-	-100.00%	12,422	100.00%	
050 - JUVENILE STAR PROGRAM	419,102	546,735	30.45%	610,804	11.72%	
051 - JUVENILE PROBATION	4,983,203	7,207,558	44.64%	7,294,549	1.21%	
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	1,737,034	2,068,888	19.10%	2,088,835	0.96%	
055 - JUVENILE DETENTION	3,568,760	4,404,048	23.41%	4,502,836	2.24%	
057 - JUVENILE FOOD SERVICE	324,789	375,082	15.48%	380,238	1.37%	
064 - TJJD (E) TITLE IV E GRANT	217,260	272,422	25.39%	204,400	-24.97%	
066 - CJD RE ENTRY DRUG COURT GRANT	23,775	40,953	72.25%	40,953	0.00%	
067 - CJD DWI COURT GRANT	21,810	36,612	67.87%	36,612	0.00%	
070 - ON LINE ACCESS	4,410	100,000	2167.61%	185,000	85.00%	
072 - CJD DRUG COURT GRANT	17,765	48,991	175.77%	48,991	0.00%	
074 - COUNTY DRUG COURT COURT COST	3,482	38,740	1012.44%	38,740	0.00%	
075 - DISPUTE RESOLUTION	305,429	328,600	7.59%	334,900	1.92%	
076 - USDA AG MEDIATION GRANT	97,083	175,500	80.77%	420,000	139.32%	
077 - DOMESTIC RELATIONS OFFICE	215,878	211,600	-1.98%	213,000	0.66%	
079 - HOT & STVR TAX	-	-	0.00%	2,530,000	100.00%	
081 - LAW LIBRARY	173,424	180,698	4.19%	181,853	0.64%	
083 - ELECTION SERVICES	319,766	744,775	132.91%	769,775	3.36%	
085 - ELECTION ADMINISTRATION	24,000	112,500	368.75%	67,700	-39.82%	
086 - ELECTION EQUIPMENT	-	79,500	100.00%	79,500	0.00%	
088 - LEPC GRANT	77,917	-	-100.00%	-	0.00%	
089 - HISTORICAL CANNON RESTORATION	-	-	0.00%	11,625	100.00%	
090 - DISTRICT CLERK RECORDS MGT. AND PRESERVATION	16,795	44,701	166.15%	44,701	0.00%	
091 - COUNTY CLERK RECORDS MGT. AND PRESERVATION	170,014	1,246,829	633.37%	585,725	-53.02%	
092 - COUNTY RECORDS MGT AND PRESERVATION	60,506	425,676	603.52%	332,948	-21.78%	
093 - COURTHOUSE SECURITY	105,177	110,000	4.59%	110,000	0.00%	
094 - COURT RECORD PRESERVATION	20,735	125,000	502.85%	50,500	-59.60%	
096 - HISTORICAL COMMISSION	9,760	8,700	-10.86%	12,775	46.84%	
097 - CHILD ABUSE PREVENTION	-	425	100.00%	425	0.00%	
098 - JUSTICE COURT TECHNOLOGY	7,139	178,088	2394.44%	116,900	-34.36%	
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	-	8,900	100.00%	6,850	-23.03%	
102 - DISTRICT COURT RECORDS TECHNOLOGY	16,735	56,000	234.63%	101,600	81.43%	
103 - COUNTY CLERK RECORDS ARCHIVES	70,231	995,000	1316.76%	1,465,000	47.24%	
105 - COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM	-	-	0.00%	139,423	100.00%	
113 - REGIONAL PUBLIC DEFENDER GRANT	4,985,446	5,730,601	14.95%	6,300,985	9.95%	
122 - SHERIFF CONTRABAND	199,941	363,500	81.80%	363,500	0.00%	
124 - INMATE SUPPLY	893,506	840,500	-5.93%	847,000	0.77%	
126 - VINE GRANT	28,547	27,716	-2.91%	27,716	0.00%	
128 - HOMELAND SECURITY GRANT	141,864	140,234	-1.15%	182,927	30.44%	
142 - LEOSE SHERIFF	27,025	98,881	265.89%	120,688	22.05%	
145 - SHERIFF COMMISSARY SALARY	497,288	588,405	18.32%	597,418	1.53%	
146 - LECD EMERGENCY COMMUNICATION GRANT	20,023	-	-100.00%	-	0.00%	
150 - TAG GRANT	873,612	784,344	-10.22%	811,356	3.44%	
152 - JMHCP GRANT	18,239	329,813	1708.30%	232,655	-29.46%	
161 - CDA BUSINESS CRIMES	73,137	108,500	48.35%	108,500	0.00%	
163 - CDA CONTRABAND	88,438	76,135	-13.91%	76,500	0.48%	
164 - CDA SPATTF GRANT	738,327	682,145	-7.61%	723,972	6.13%	
166 - CDA JAG GRANT	31,878	27,698	-13.11%	171,803	520.27%	
171 - CDA VOCA VICTIM ADVOCACY PROJECT	109,145	148,066	35.66%	271,182	83.15%	
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	5,733,618	6,486,594	13.13%	6,459,418	-0.42%	
202 - UNLIMITED TAX ROAD BONDS SERIES 2019	-	-	0.00%	400,659	100.00%	
204 - TAX NOTES, SERIES 2013	1,244,100	1,402,331	12.72%	1,424,160	1.56%	
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	173,200	199,209	15.02%	198,784	-0.21%	
301 - MPO ROAD CONSTRUCTION	-	3,657,600	100.00%	2,863,236	-21.72%	
302 - TAX ROAD BONDS CONSTRUCTION	-	-	0.00%	5,126,000	100.00%	
306 - CRTS RENOVATIONS	786,300	332,106	-57.76%	151,787	-54.30%	
307 - CRTS RENOVATIONS #2	989,591	900,000	-9.05%	2,003,213	122.58%	
401 - EMPLOYEE HEALTH BENEFIT	12,598,446	13,263,000	5.27%	13,200,000	-0.48%	
403 - WORKERS COMPENSATION	338,180	5,655,500	1572.33%	4,130,500	-26.96%	
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$ 155,426,987	\$ 190,190,513	22.37%	\$ 198,930,547	4.60%	
* INCLUDING INTERFUND TRANSFERS						

LUBBOCK COUNTY, TEXAS
EXPENDITURE SUMMARY BY CATEGORY
ALL FUNDS

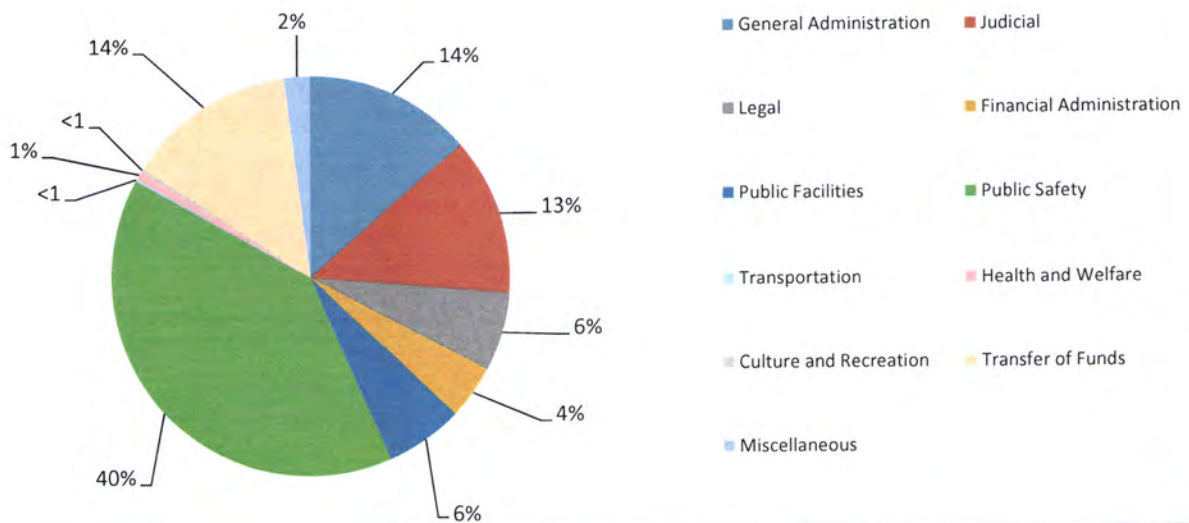


Personnel percentage represents all salary and benefit related expenditures. Operating percentage includes all line items for operating expenses. Capital percentage includes any expenditure over \$5,000. Percentages include all funds.

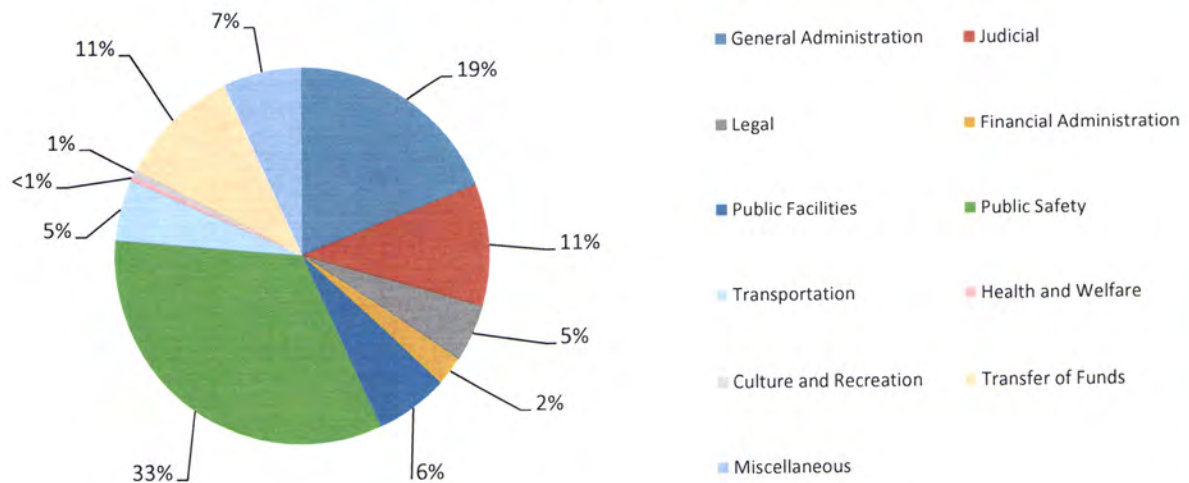
LUBBOCK COUNTY, TEXAS
TOTAL BUDGETED EXPENDITURES
COMPARISON ALL FUNDS TO GENERAL FUND

	General Fund	All Funds
General Administration	\$ 15,249,112	\$ 37,708,833
Judicial	14,134,562	21,049,469
Legal	7,146,221	9,647,931
Financial Administration	4,864,814	4,864,814
Public Facilities	7,055,920	12,637,135
Public Safety	44,178,295	66,098,812
Transportation	193,872	10,516,027
Health and Welfare	830,298	830,298
Culture and Recreation	237,105	1,104,381
Transfer of Funds	15,417,147	21,019,240
Miscellaneous	2,322,851	13,453,607
Total Expenditures	\$ 111,630,197	\$ 198,930,547

General Fund Budgeted Expenditures



All Funds Budgeted Expenditures



Uses of Funds

The 2020 budget includes expenditures of \$198,930,547 as compared to the 2019 budget of \$190,190,513. This represents an increase of 4.60%.

General Fund

The FY 2020 general fund budget decreased to \$111,630,197 from \$112,933,749 in fiscal year 2019 a difference of \$1,303,552 or 1.2%. Many departments submitted flat or reduced operating budgets lowering General Fund appropriations. 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 2020 budget the overall general administration function decreased by \$5,369,669. Non-Departmental decreased by \$6,109,116, accounting for more than the overall decrease 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 decreased in total by \$445,657.

Legal

The legal function is made up of the District Attorney's Office. The budget increased by \$67,919. The increase is due to increases to personnel line items. 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 \$149,086 or 3.06%.

Public Facilities

Maintenance of county facilities is an essential service that must be provided. The department decreased by \$62,406. 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 2020 Public Works Department budget increased by \$988. The increase can be attributed to operating costs.

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 \$44,178,295 which is a increase of \$2,064,256 or 4.67% 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: Safety and Environmental, General Assistance, and Veteran's Affairs. The division decreased by \$35,488 or 4.27% due to a decrease in public assistance support.

Culture and Recreation

Culture and Recreation is made up of Museum and Library services. This division decreased by \$10,000 to \$237,105 in 2020.

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 increased in total in 2020 by \$2,347,243 or 15.22%. The increase can be

attributed to the additional transfer to the Permanent Improvement Fund and for continuing renovations to the CRTC building.

Other

The "Other" category is comprised of the following functions: Correctional (C.S.C.D.), Conservation (Texas AgriLIFE), and Elections. The C.S.C.D. is operated on state funds, but the county does contribute a small portion. This category decreased by \$9,824 due to the decrease in the Elections Department. The elections budget decrease can be attributed to a decrease in the amount budgeted for election workers. 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 2020 Consolidated Road and Bridge budget increased by \$757,268. The majority of that increase can be attributed to personnel line items, road maintenance product, and 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 increased by \$30,184, this can be attributed to capital outlay. Precinct 2 Park increased by \$53,228 for additional capital outlay. Precinct 3 Park budget increased by \$851. Precinct 4 Park expenditures increased by \$816.

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 increased by \$1,158,457 or 20.7%, in FY 2020. This increase can be attributed to planned renovations to Lubbock County facilities.

New Road

Fund balance previously accounted for in the New Road Fund was moved to the Consolidated Road and Bridge Fund in the 2020 Budget to close out the fund.

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.

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.

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 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. The fee collected fully funds the budget.

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 2020 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.

Lubbock Emergency Communications District Grant

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

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.

Justice and Mental Health Collaboration Program

The primary purpose of the Justice and Mental Health Collaboration Program (JMHCP) is to increase public safety by facilitating collaboration among the criminal justice, juvenile justice, and mental health and substance abuse treatment systems to increase access to mental health and other treatment services for those individuals with mental illness or co-occurring mental health and substance use disorders. The Lubbock County JMHCP grant aims to build data analytic capacity for the inmate population to include information on mental health, and to conduct collaborative policy inventory to measure effectiveness and determine how to enhanced data capacity can improve the current system.

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 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 2019 - 2020



General Fund
Revenue & Expenditure
Summaries



Lubbock County TX

Adopted Budget Revenues

For Fiscal: 2019 - 2020 Period Beginning 10/01/2019

<u>Account Number</u>	<u>Account Name</u>	<u>2017-2018 Activity</u>	<u>2018-2019 Budget</u>	<u>2019-2020 Budget</u>
011 - GENERAL FUND				
Revenue				
GENERAL FUND				
011-4001000	CURRENT AD VALOREM TAXES	57,869,159	59,491,234	61,169,161
011-4004000	PEN & INT - CURRENT LEVY	230,413	255,495	250,792
011-4005000	DELIQ TAXES - PRIOR YEARS	259,409	493,165	373,100
011-4006000	PEN & INT - PRIOR YEARS	185,197	202,095	189,624
011-4010000	COUNTY SALES & USE TAX	24,832,231	25,200,000	27,378,500
	40 - TAX COLLECTIONS	\$ 83,376,411	\$ 85,641,989	\$ 89,361,177
011-4101000	COUNTY CLERK	60,819	67,750	63,000
011-4102000	BEER & LIQUOR PERMITS	114,338	121,500	124,425
	41 - LICENSES/PERMITS	\$ 175,156	\$ 189,250	\$ 187,425
011-4202100	STATE MIXED DRINK TAX	1,448,357	1,400,000	1,521,500
011-4203200	EMERGENCY MGT GRANT	11,545	18,000	18,000
011-4205000	BINGO TAX PROCEEDS	231,039	250,000	250,000
011-4209000	STATE - COUNTY COURTS	277,200	287,000	287,000
011-4212100	STRADUS A/G CHILD SUPPORT	1,798	2,600	2,600
011-4220200	INTER LOCAL AGREEMENT-CITY OF	390,611	400,000	400,000
011-4246000	REGIONAL PUBLIC DEFENDER ADMIN	264,041	264,000	264,000
011-4248000	GRANT ADMINISTRATION REVENUE	3,640	2,479	2,479
011-4250000	INDIGENT DEFENSE GRANT	296,816	336,200	336,200
011-4251000	INDIGENT ATTY MENTORING GRANT	2,242	0	0
	42 - INTERGOVERNMENTAL	\$ 2,927,288	\$ 2,960,279	\$ 3,081,779
011-4302000	COUNTY JUDGE	7,452	7,000	7,400
011-4303000	COUNTY CLERK	1,268,086	1,300,000	1,400,000
011-4305200	J.E.P.J. FEES	5,015	5,300	5,000
011-4306000	VRED - TAPE	346	450	400
011-4307000	TRAFFIC	9,299	9,000	9,000
011-4308000	CHILD SAFETY - CS	2,369	2,775	2,600
011-4310000	TAX ASSESSOR/COLLECTOR	35,556	39,200	36,400
011-4313000	AG FILING FEE	(312)	0	0
011-4315000	INDIGENT DEFENSE FEE	1,744	1,650	1,650
011-4322000	PASSPORT FEE - DIST CLERK	42,865	30,800	47,250
011-4323000	DISTRICT CLERK FEES	585,462	500,000	505,300
011-4331000	JP PRECINCT 1	55,428	53,000	56,400
011-4332000	JP PRECINCT 2	35,441	39,700	40,600
011-4333000	JP PRECINCT 3	48,542	47,000	48,200
011-4334000	JP PRECINCT 4	33,447	31,000	31,525
011-4340000	DISTRICT ATTORNEY	18,617	35,000	30,000
011-4345000	MEDICAL EXAMINER	161,671	300,000	25,000
011-4346000	SHERIFF	611,171	525,000	525,000
011-4347000	INMATE FEES	0	48,000	0
011-4348000	CONSTABLES	370,354	350,000	400,000
011-4350000	DEFENSIVE DRIVING FEE	6,475	6,000	6,550
011-4351000	SS FEE-INMATE	26,200	28,800	28,800
011-4352000	ISSUED WARRANT EXECUTION	51,247	65,200	49,700
011-4353000	ARREST FEES - COUNTY	5,515	7,000	5,000
011-4354100	FAMILY PROTECTION FEE	6,120	6,700	6,600
011-4360000	CMIT FINE COMMISSION	1,294	0	0
011-4361000	CMI FINE COMMISSION	1	0	0
011-4362000	BAT COMMISSIONS	0	0	0
011-4369000	ONLINE SERVICE FEE	26,675	25,000	0
011-4374000	VITAL STATISTICS PRESERVATION FEE	4,224	4,200	4,400
	43 - FEES	\$ 3,420,303	\$ 3,467,775	\$ 3,272,775

<u>Account Number</u>	<u>Account Name</u>	2017-2018 Activity	2018-2019 Budget	2019-2020 Budget
011-4401000	MOTOR VEHICLE SALES TAX COMM	2,736,981	2,800,000	3,100,000
011-4402000	CERTIFICATE OF TITLE COMM	396,110	400,000	405,600
011-4403000	MOTOR VEHICLE COMMISSION	695,444	693,700	752,000
011-4405000	(CVC) COMP TO VICTIMS OF CRIME	143	150	150
011-4406000	LEOA COMMISSION	4	0	0
011-4408000	BEER & LIQUOR COMMISSION	1,280	1,250	1,550
011-4411000	CJC COMMISSION	30	0	0
011-4412000	JCPT COMMISSION	8	0	0
011-4414000	JPD COMM	205	0	0
011-4416000	ARREST FEES - COMM	20,136	17,250	20,500
011-4417000	LEMI COMMISSION	1	0	0
011-4418000	CRIMESTOPPERS-COMM	2	0	0
011-4422000	DNA TESTING FEE	42	0	0
011-4424000	SEPTIC INSPECTION	51,300	55,000	60,000
011-4425000	FLSI COMM	4,223	3,760	4,400
011-4426000	FA COMM	37	100	100
011-4427000	CCC COMM	550	1,200	600
011-4428000	JCD COMM	1	0	0
011-4429000	TP COMM (40%)	11,761	22,500	21,450
011-4430000	JE COMM (10%)	16,797	8,150	18,200
011-4433000	CREDIT CARD COMMISSIONS	0	0	0
011-4435000	NEW CCC COMM	39,716	44,500	43,500
011-4436000	EMS TRAUMA FUND COMM	3,216	5,800	5,650
011-4440000	STF COMM	4,517	4,000	4,600
011-4442000	DNA (CS)	247	0	0
011-4443000	CIVIL DATA JUSTICE FEE	33	0	0
011-4445000	BAIL BOND FEE COMM	5,166	5,600	5,500
011-4446000	COMM DC JUDICIAL FUND	4,418	4,650	4,650
011-4447000	JURY REIMBURSEMENT FEE COMM	2,941	3,200	3,200
	44 - COMMISSIONS	\$ 3,995,308	\$ 4,070,810	\$ 4,451,650
011-4501000	POSTAGE - MOTOR VEHICLE	0	0	0
011-4502000	JURY FEES	16,766	16,500	18,000
011-4504000	BOARD BILLS - INMATE	1,734,745	1,750,000	2,090,000
011-4521000	COURT REPORTER FEES	71,581	74,000	75,500
011-4550000	SCAAP- JAIL	0	0	0
011-4552000	IV-E LEGAL SERVICES	78,847	50,000	0
	45 - CHARGES FOR SERVICES	\$ 1,901,939	\$ 1,890,500	\$ 2,183,500
011-4601000	JP PRECINCT 1	215,192	200,000	300,000
011-4602000	JP PRECINCT 2	136,865	138,500	140,000
011-4603000	JP PRECINCT 3	89,942	100,000	100,000
011-4604000	JP PRECINCT 4	251,030	286,000	300,000
011-4608000	COUNTY COURT AT LAW 1	17,460	51,000	12,500
011-4609000	COUNTY COURT AT LAW 2	20,064	37,600	16,750
011-4611000	DISTRICT CLERK FINES	17,303	9,700	9,800
011-4612100	FORFEITURES	179,469	300,000	300,000
	46 - FINES/FORF	\$ 927,324	\$ 1,122,800	\$ 1,179,050

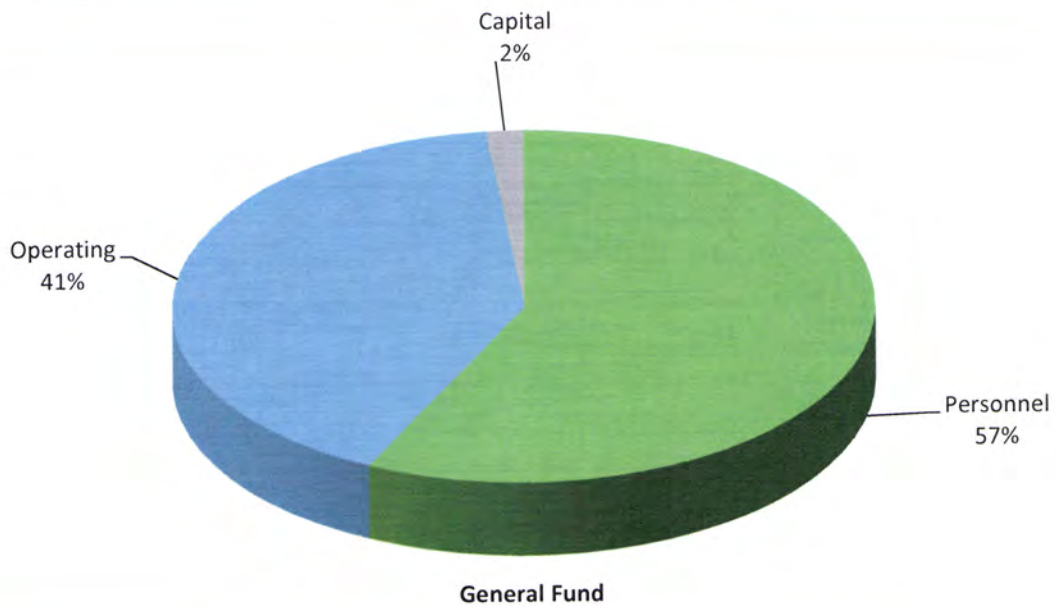
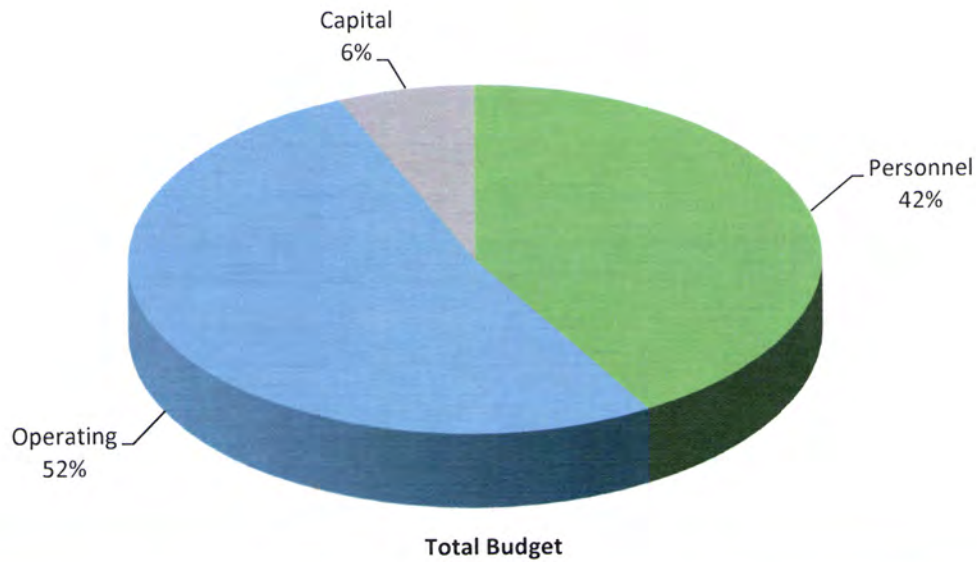
<u>Account Number</u>	<u>Account Name</u>	<u>2017-2018 Activity</u>	<u>2018-2019 Budget</u>	<u>2019-2020 Budget</u>
011-4700000	INTEREST INCOME	832,490	725,000	725,000
	47 - INTEREST	<u>\$ 832,490</u>	<u>\$ 725,000</u>	<u>\$ 725,000</u>
011-4802000	RENTALS-BUILDINGS	320,169	224,253	363,850
011-4803000	PARKING LOTS	69,670	85,900	75,000
011-4805100	DISPOSAL OF PROPERTY	15,775	50,000	50,000
011-4806000	INSURANCE REIMBURSEMENTS	34,705	50,000	50,000
011-4807000	JURY REIMBURSEMENTS FROM STATE	95,166	120,000	100,000
011-4811000	REIMBURSEMENTS-TELETYPE	974	1,500	1,500
011-4813000	REFUND - ATTORNEY FEES	68,581	98,200	95,120
011-4815000	OTHER REFUNDS/REIMBURSE	0	50,000	50,000
011-4817100	PAY PHONE COMMISSION	776,829	600,000	850,000
011-4821000	HALE COUNTY AGRILIFE EXTENSION	0	0	0
011-4826000	ELECTION REVENUES	131	200	200
011-4830000	INTEREST-LCAD	5,806	4,000	10,000
011-4842000	REIMB-INMATE TRANSPORTATION	29,673	45,000	43,500
011-4850000	GAIN/LOSS SALE OF INVESTMENTS	(2,285,554)	150,000	0
011-4899000	OTHER REVENUE	445,195	675,000	550,000
011-7361000	DRAW FROM RESERVES	0	4,313,293	2,448,671
011-7362000	DRAW FROM COMMITTED FB	0	2,398,000	0
011-8011403	XFER FROM WORKERS COMP	0	4,000,000	2,500,000
	48 - OTHER REVENUE	<u>\$ (422,882)</u>	<u>\$ 12,865,346</u>	<u>\$ 7,187,841</u>
	011 - GENERAL FUND Totals	<u>\$ 97,133,337</u>	<u>\$ 112,933,749</u>	<u>\$ 111,630,197</u>

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL FUND

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 83,376,411	\$ 85,641,989	\$ 89,361,177
Licenses/Permits	175,156	189,250	187,425
Intergovernmental	2,927,288	2,960,279	3,081,779
Fees	3,420,303	3,467,775	3,272,775
Commissions	3,995,308	4,070,810	4,451,650
Charges for Service	1,901,939	1,890,500	2,183,500
Fines/Forfeitures	927,324	1,122,800	1,179,050
Interest	832,490	725,000	725,000
Other Revenue	(422,882)	2,154,053	2,239,170
OTHER REVENUE SOURCES			
Transfers In	-	4,000,000	2,500,000
TOTAL REVENUE	\$ 97,133,337	\$ 106,222,456	\$ 109,181,526
EXPENDITURES			
Personnel	60,780,530	56,939,704	63,957,924
Operating	23,317,398	32,784,740	30,325,266
Capital	3,685,298	1,104,701	1,929,860
OTHER SOURCES (USES)			
Transfers out	12,485,142	13,069,904	15,417,147
NET REVENUE (EXPENDITURES)	\$ (3,135,031)	\$ 2,323,407	\$ (2,448,671)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	30,673,207	27,538,176	29,861,583
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 27,538,176	\$ 29,861,583	\$ 27,412,912

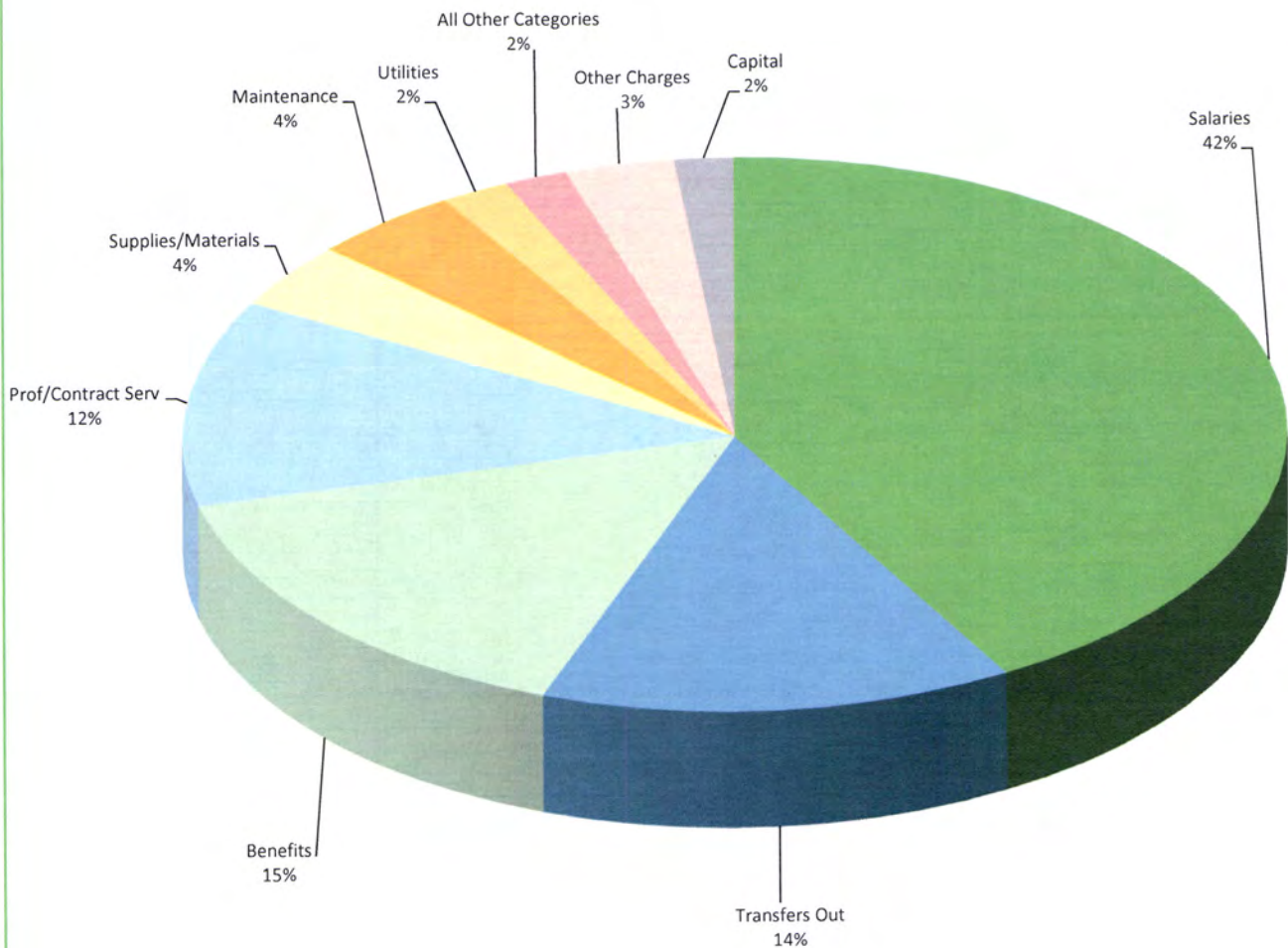
LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. GENERAL FUND

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.



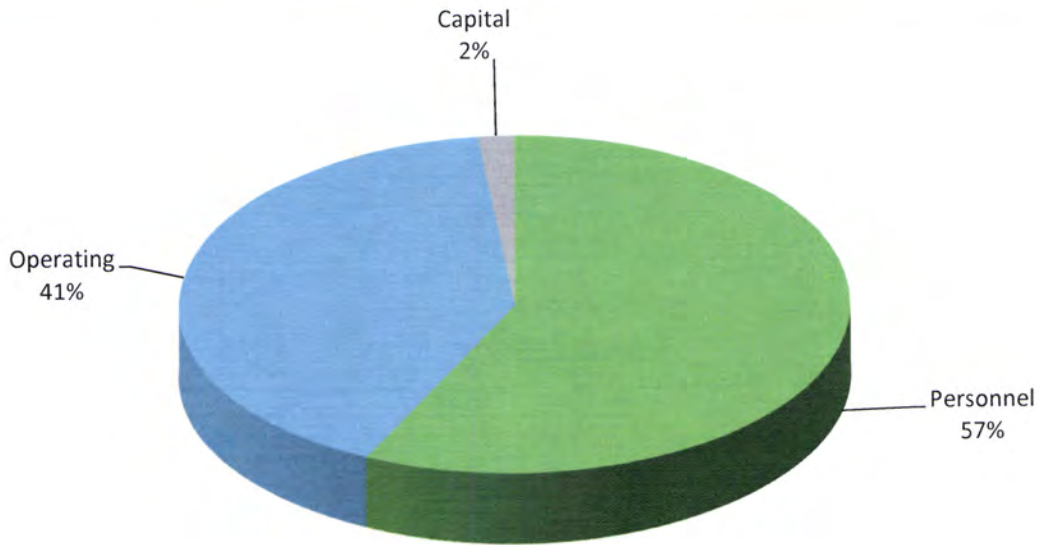
**LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
BY CATEGORY DETAIL**

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.

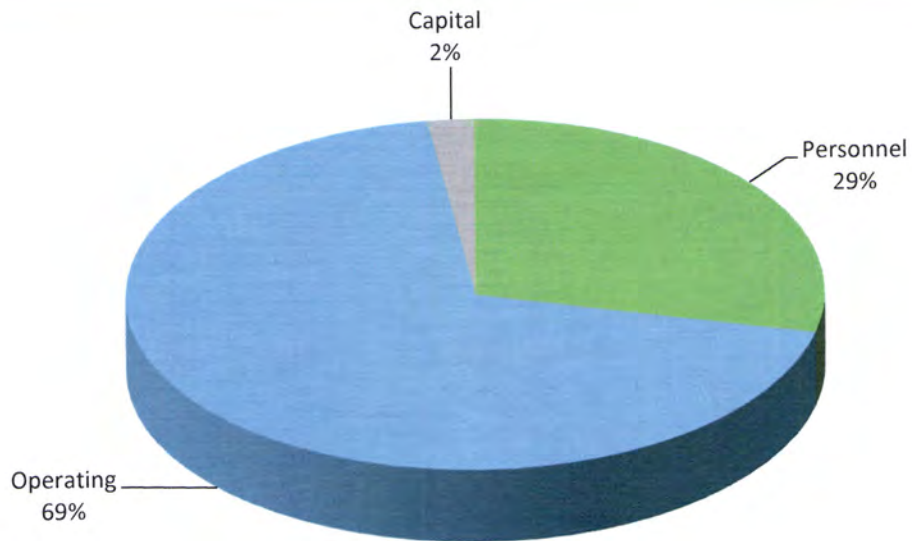


LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
GENERAL ADMINISTRATION

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.



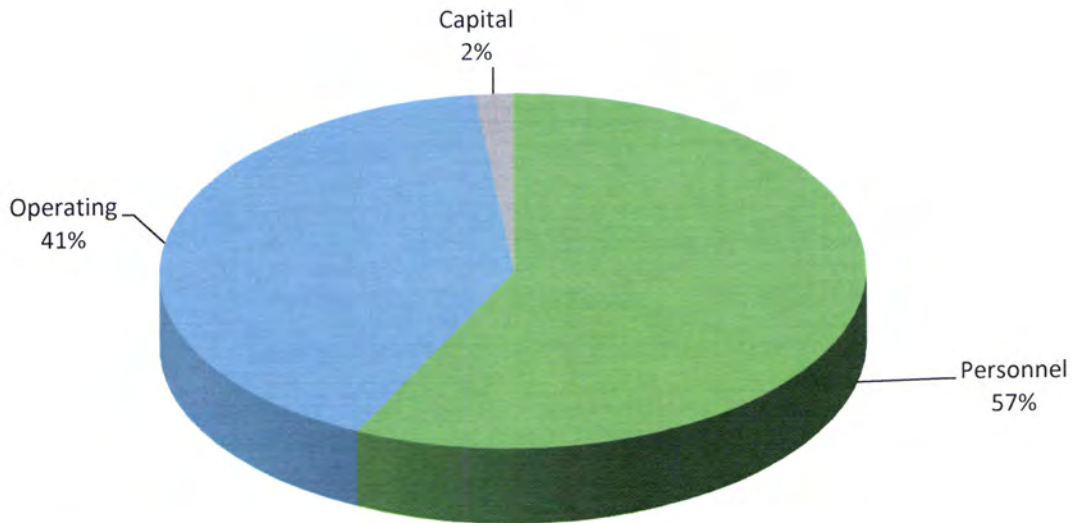
General Fund Budget



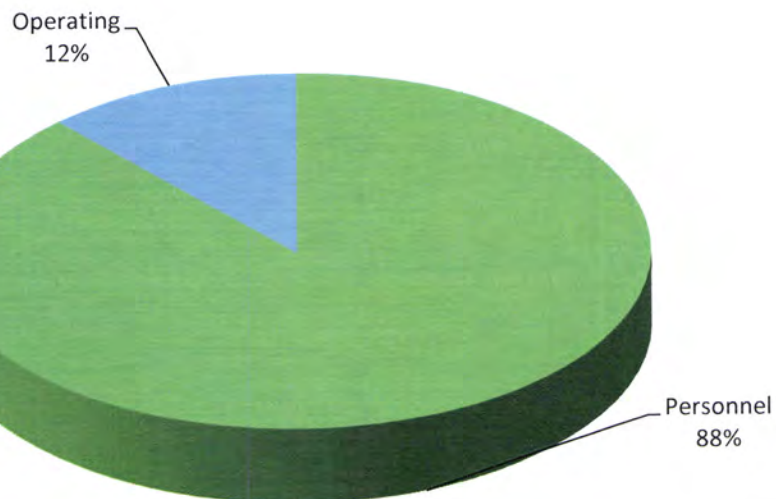
General Administration

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.



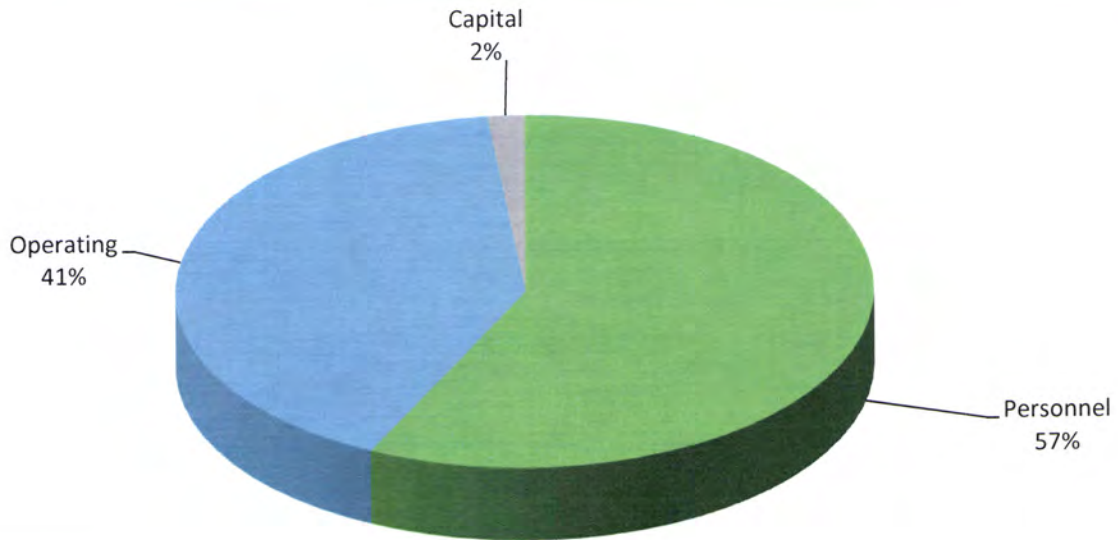
General Fund Budget



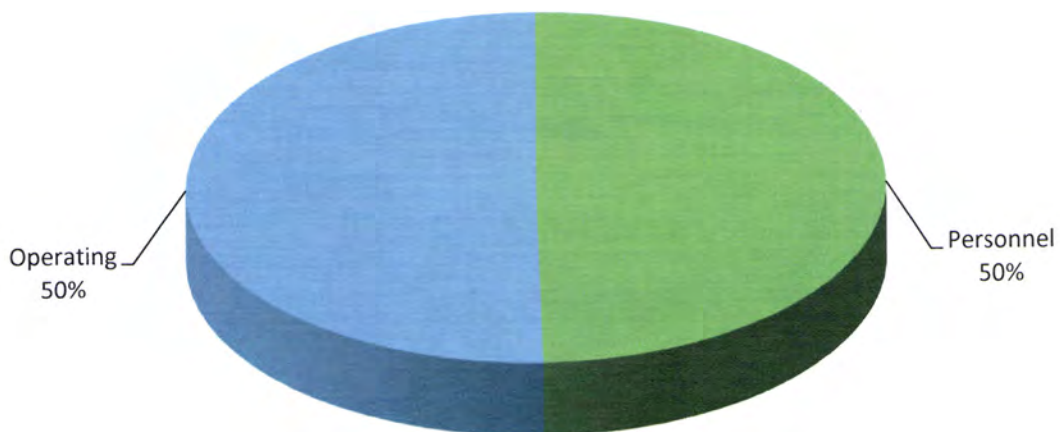
Financial Administration

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 Precincts 1-4, Central Jury, and the Judicial Department. The Judicial Department is made up of six District Courts.



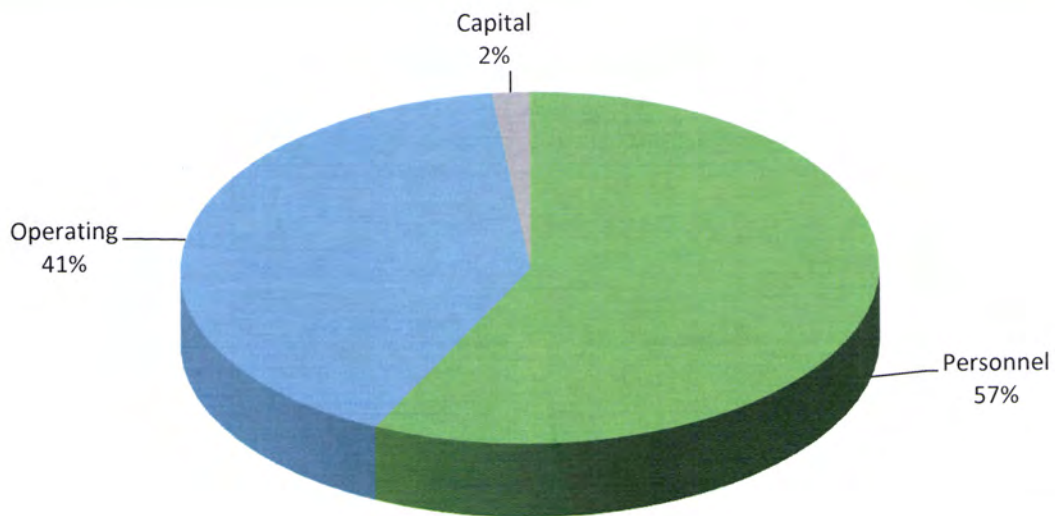
General Fund Budget



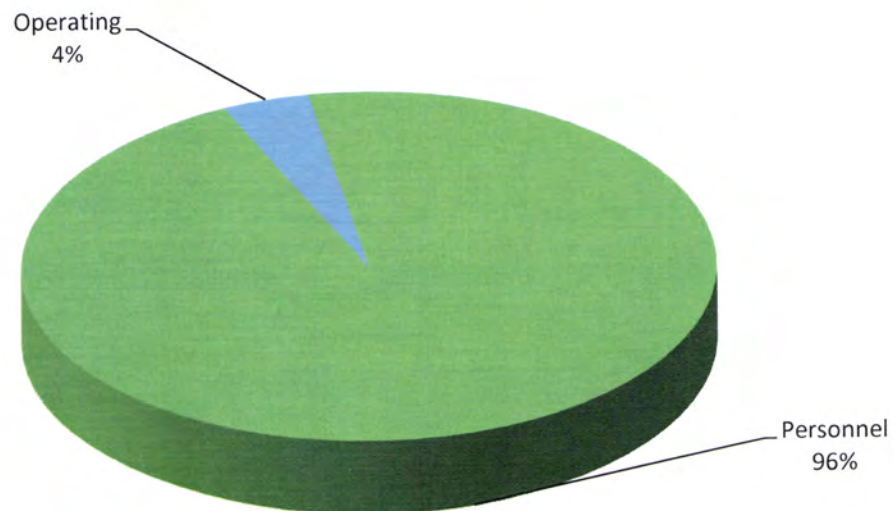
Judicial

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
LEGAL

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



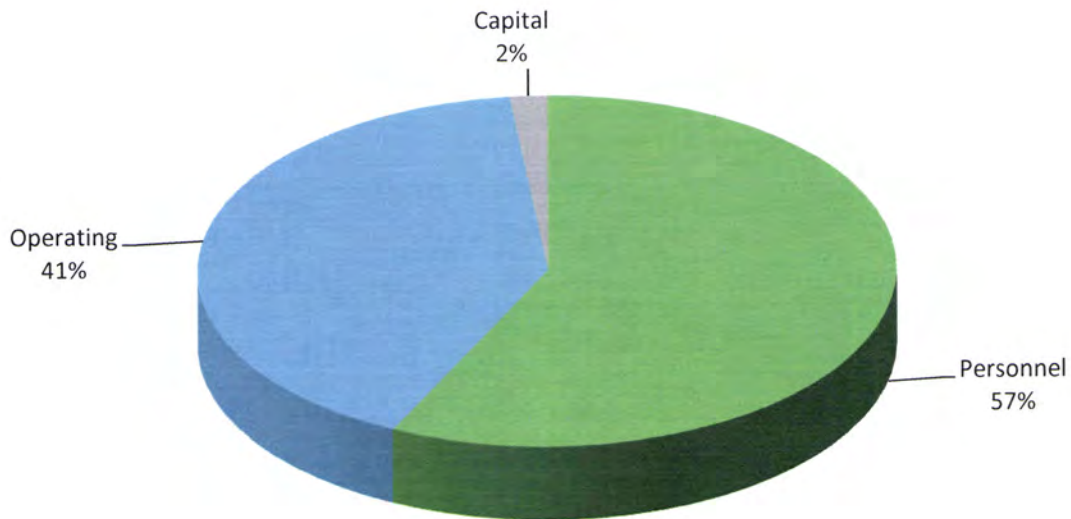
General Fund Budget



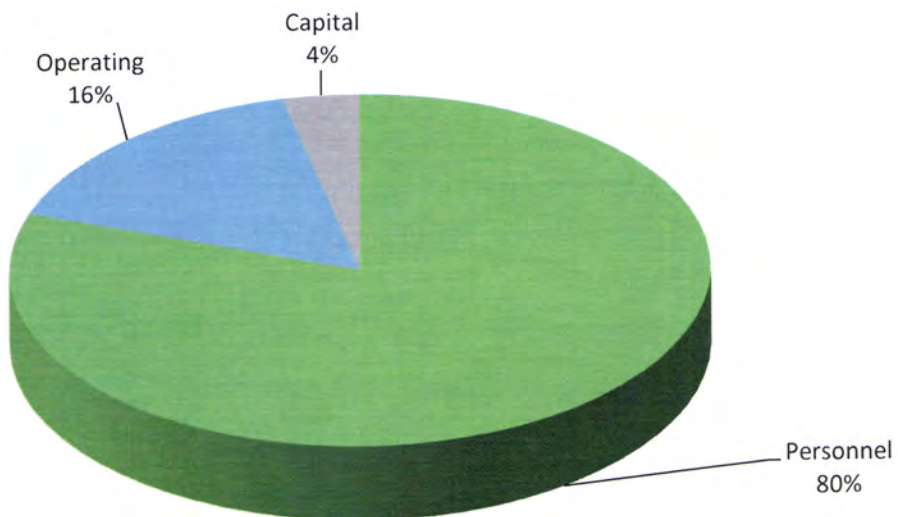
Legal

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.



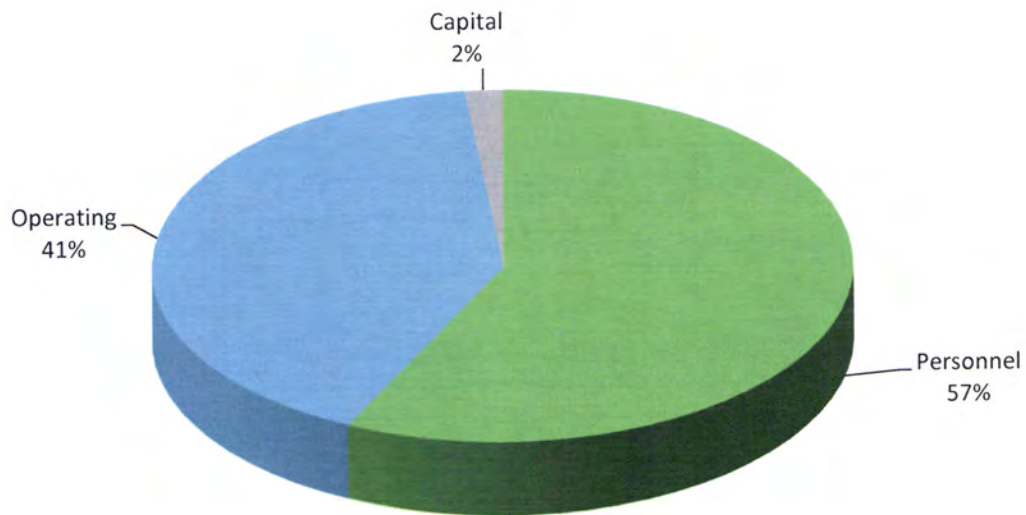
General Fund Budget



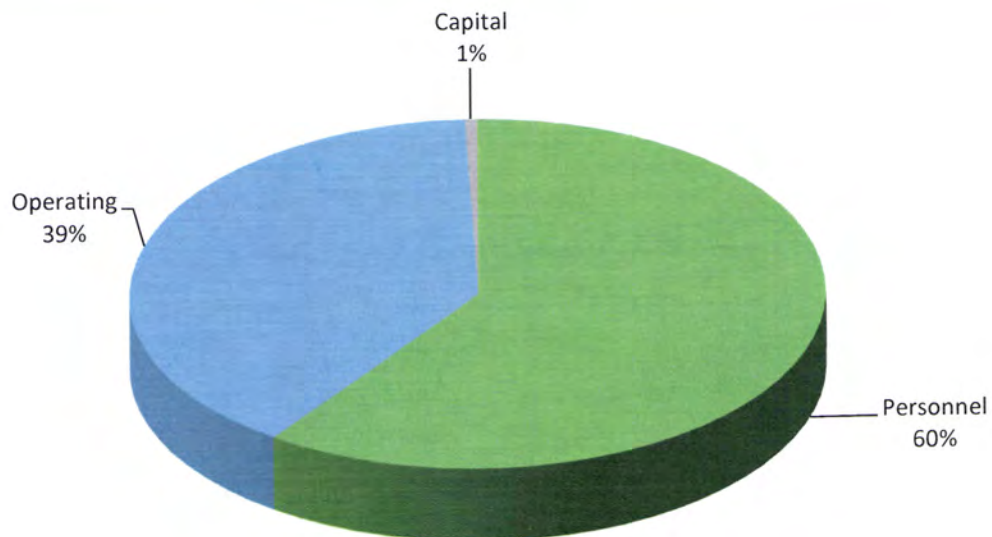
Public Safety

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
PUBLIC FACILITIES

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



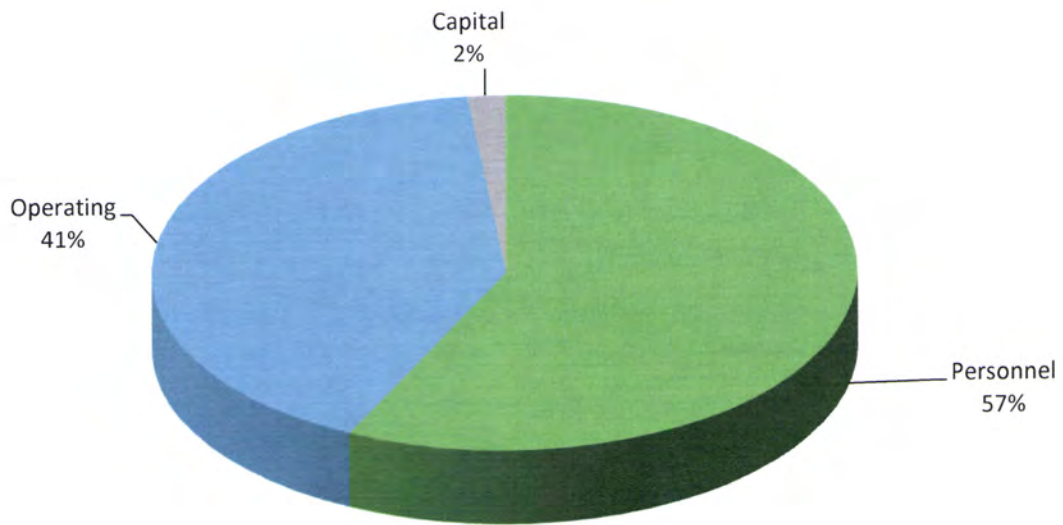
General Fund Budget



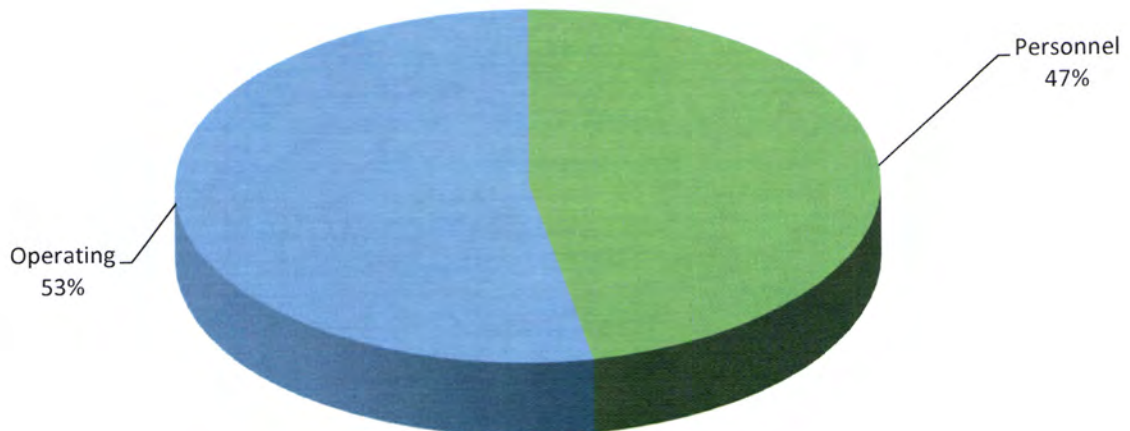
Public Facilities

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
HEALTH AND WELFARE

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



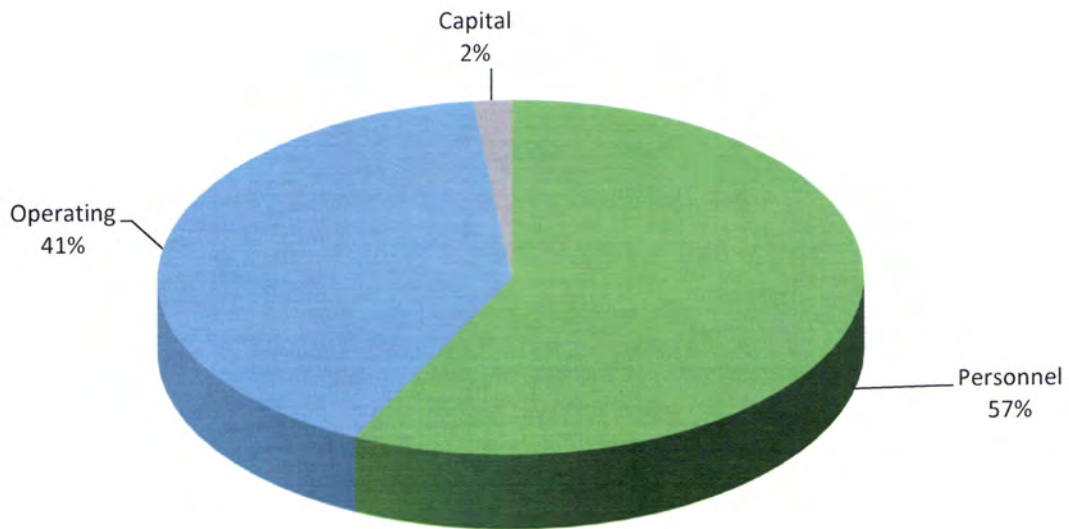
General Fund Budget



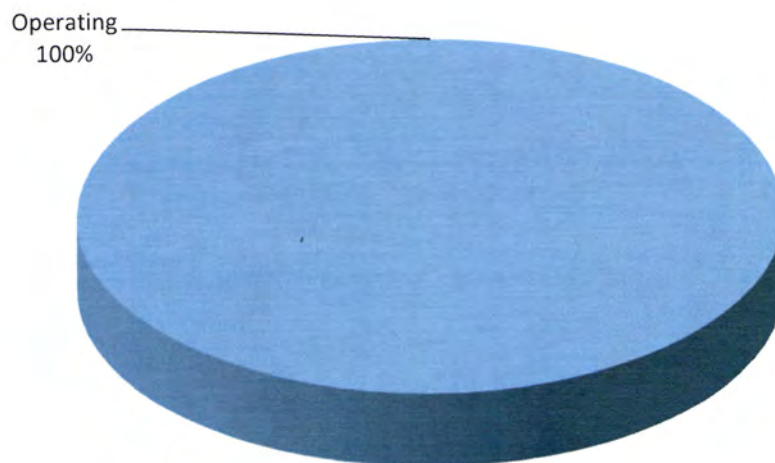
Health and Welfare

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
CULTURE AND RECREATION

Culture and Recreation function includes the Library Services Department.



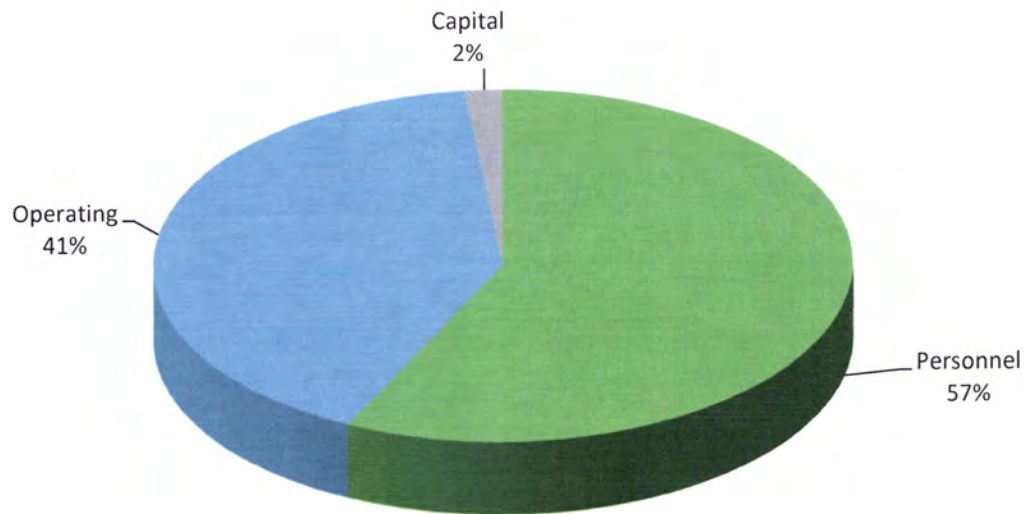
General Fund Budget



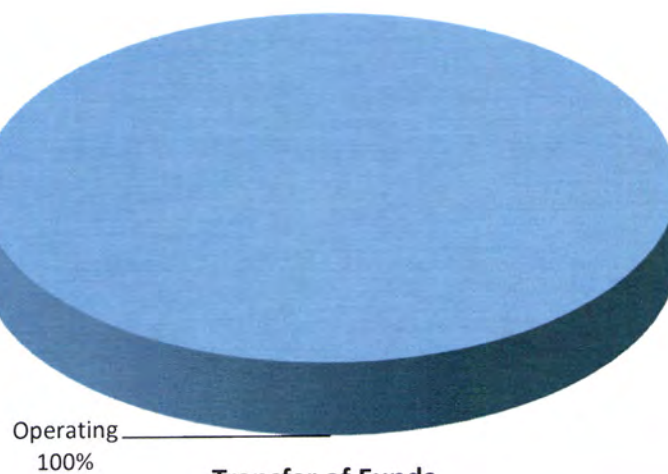
Culture and Recreation

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.



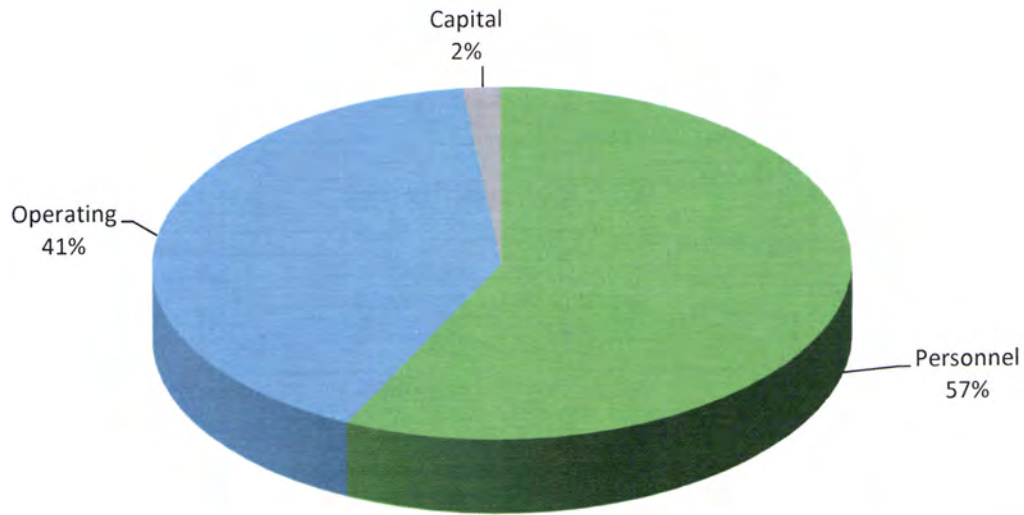
General Fund Budget



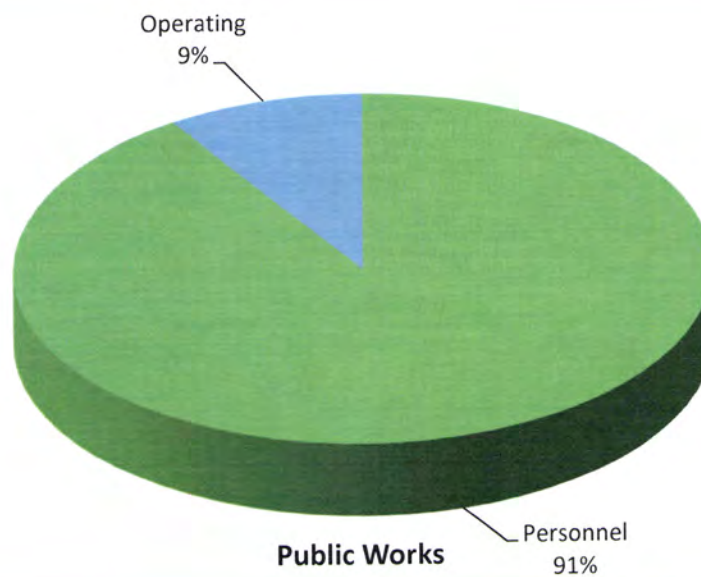
Transfer of Funds

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.



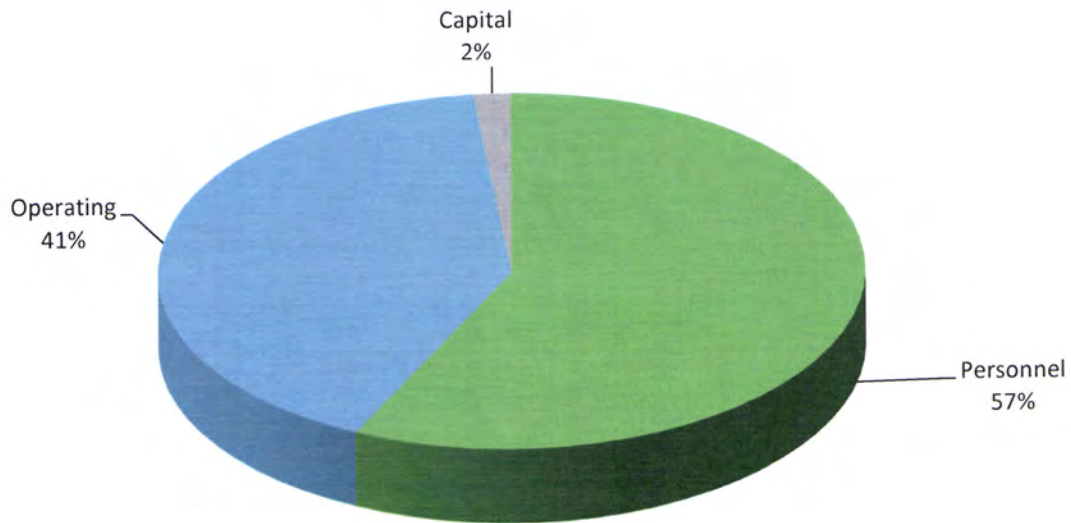
General Fund Budget



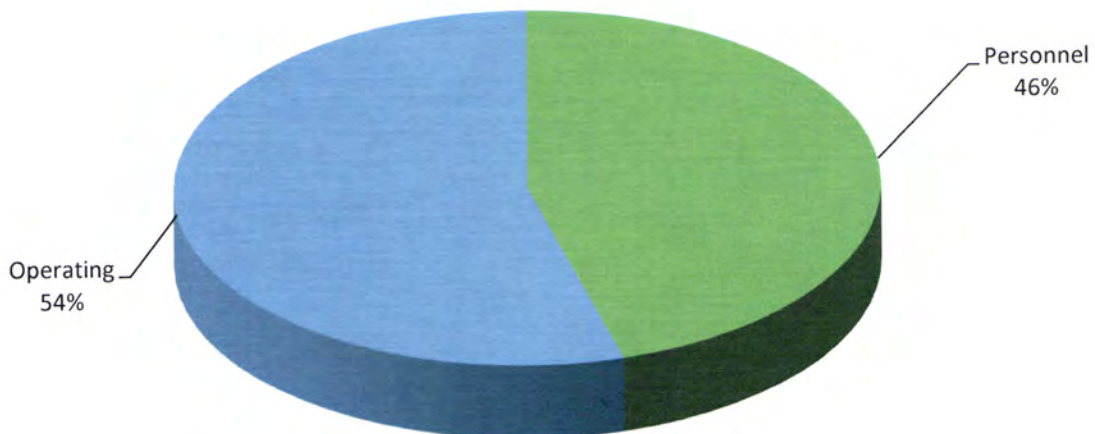
Public Works

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.



General Fund Budget



Miscellaneous

Lubbock County, Texas
Adopted Budget
FY 2019- 2020



General Fund
Detail Appropriations by Department

The role of the Administrative Research Department is to support several Lubbock County Departments including the Commissioners' Court, County Judge's Office, Safety and Environmental Department, and Consolidated Road and Bridge. The office provides administrative and clerical support to these vital Lubbock County Departments.

Adopted Budget for the Fiscal Year 2019-2020				
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ 140,142.69	\$ -	\$ -	
Operating	\$ 3,428.46	\$ -	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 143,571.15	\$ -	\$ -	

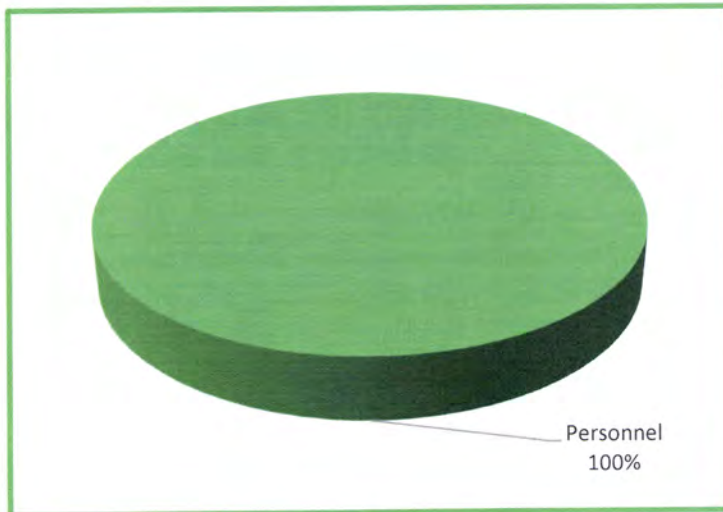



Staff by Classification	FY18	FY19	FY20
Administration	1	0	0
Clerical	1	0	0

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

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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 24,319.34	\$ 23,498.00	\$ 23,604.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 24,319.34	\$ 23,498.00	\$ 23,604.00



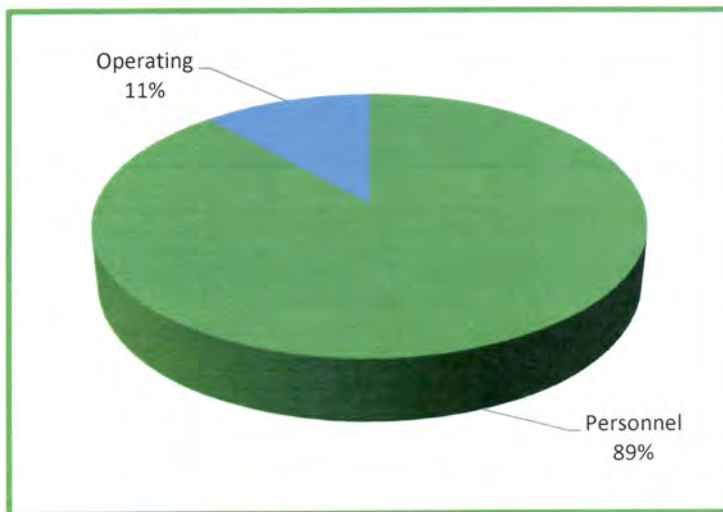
Court of Appeals Justices	
Chief Justice Seventh Court of Appeals Place 1	Brian P. Quinn
Justice Seventh Court of Appeals Place 2	Judy Parker
Justice Seventh Court of Appeals Place 3	Patrick A. Pirtle
Justice Seventh Court of Appeals Place 4	James T. Campbell
	

Staff by Classification	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 1,021,987.97	\$ 1,163,862.00	\$ 1,180,696.00
Operating	\$ 147,406.58	\$ 158,943.00	\$ 153,386.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,169,394.55	\$ 1,322,805.00	\$ 1,334,082.00



Appointed Official
County Auditor
Jacqueline Latham, CPA

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

Major Accomplishments in 2019:

- Received Government Finance Officers Association (GFOA) award for Distinguished Budget Presentation.
- Furthered efforts to incorporate a standardized audit program with guidance from the COSO framework and knowledge acquired during attendance of professional education for internal audit staff striving toward CIA designation.
- Create a Bond and Oath web page for elected officials and candidate-elect to access information on obtaining and renewing statutorily required bonds/oaths.
- Began implementation of Munis financial software.

Goals for 2020:

- 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.
- Continue professional education for audit staff to secure Certified Internal Auditor designation.
- Review State and Federal Grants Manual annually for necessary changes.

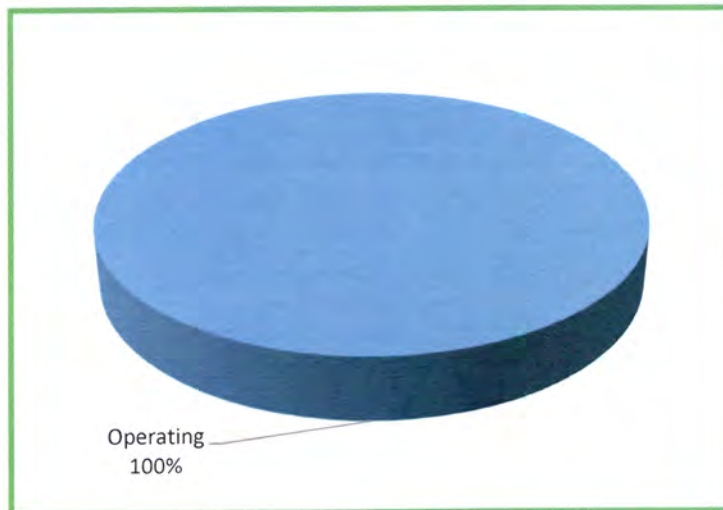
Goals for 2020 continued:

- Compile and utilize workflow narratives and flowcharts of departments' processes and procedures 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.
- Complete implementation and user training for Munis financial software.

Performance Measures	FY17	FY18	FY19
Accounts Payable Payments Issued	8,592	8,838	8,056
Credit Card Transactions Processed	8,229	9,180	9,454
Payroll EFT/Checks Issued	33,504	33,484	33,408
Grants Processed	72	78	84
Bank Reconciliations Completed	890	795	843
Cash Counts Performed	285	289	278
Budget Adjustments Processed	162	169	152
Quarterly Reviews Performed	92	76	76
Audits Performed	6	9	4
Staff by Classification	FY18	FY19	FY20
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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 324,638.49	\$ 312,900.00	\$ 314,595.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 324,638.49	\$ 312,900.00	\$ 314,595.00	



Elected Official
District Clerk
Barbara Sucsy

Major Accomplishments in 2019:

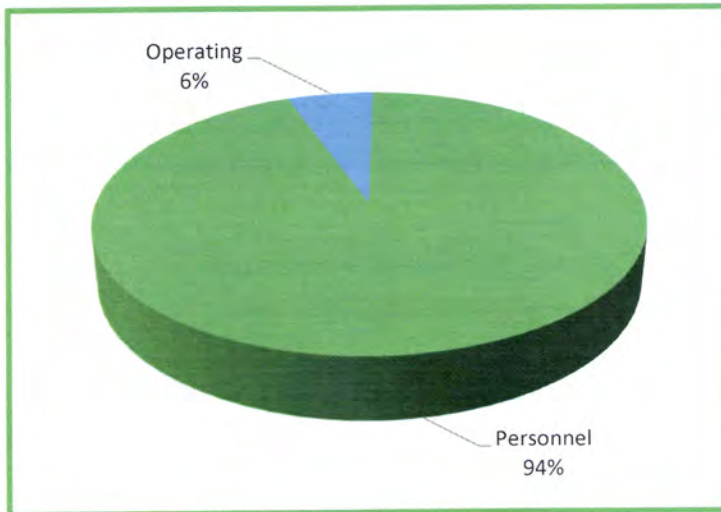
- We continued to review and improve the online juror reporting system.
- We were able to provide sufficient number of jurors for each panel requested.
- We continued to update addresses on the juror listings by submitting the jury list through the National Change of Address system.
- We were able to utilize a part-time employee to assist with answering and returning phone calls to jurors, and to enter data based upon juror responses.

Goals for 2020:

- 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 2020 budget year.
- Evaluate the on line reporting to determine its effectiveness and efficiency for the courts and citizens, and work with Tyler Technologies to make improvements once transition is completed.
- Evaluate and continue to implement options for improving efficiency in the central jury office and utilize technology available or that could be developed or purchased.

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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 505,214.34	\$ 646,477.00	\$ 696,852.00
Operating	\$ 30,183.08	\$ 46,450.00	\$ 43,150.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 535,397.42	\$ 692,927.00	\$ 740,002.00



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 2019:

- Continued participation in conferences to obtain/maintain required continuing education hours.
- Began relationship with Primitive Social for assistance in hiring's and providing County Information through social media.
- Reviewed & accepted recommendation from Lubbock County computer users group to convert Lubbock County to a new software vendor.

Goals for 2020:

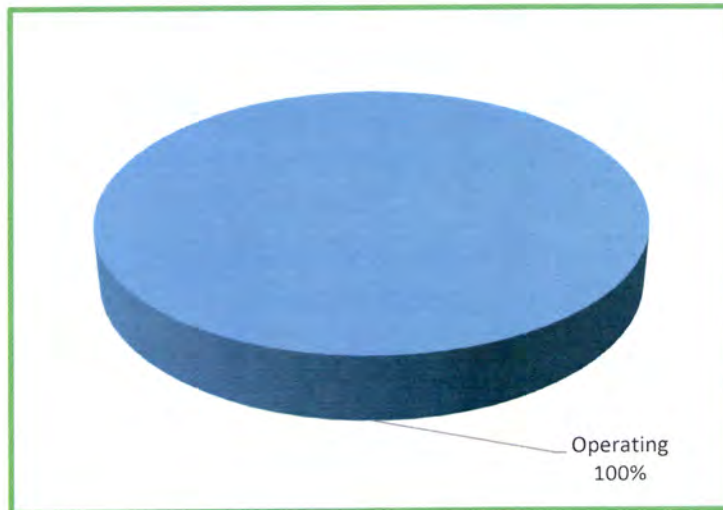
- Enhance social media.
- Plan and orchestrate smooth conversion to new software vendor.

Performance Measures	FY17	FY18	FY19
Number of Courts Held	24	24	24
Number of Additional Meetings Held	11	11	12
Staff by Classification	FY18	FY19	FY20
Elected Official	4	4	4
Administrative	0	1	1
Professional	1	1	1
Clerical	0	1	2

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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 12,517.15	\$ 7,700.00	\$ 7,700.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 12,517.15	\$ 7,700.00	\$ 7,700.00	



Appointed Official
Director
Steven Henderson

Major Accomplishments in 2019:

- Instituted new component of intake to include Adverse Childhood Experiences (ACE) questions, had counselors certified to provide trauma counseling, and trained staff on the use of the ACE with appropriate ways to work with trauma-affected offenders.
- Had 10 officers qualify to carry concealed handguns for protection of the premises in an emergency situation.
- Upgraded training capabilities to provide more in-house training through an internet-based system and through smart boards for conference room and classroom.

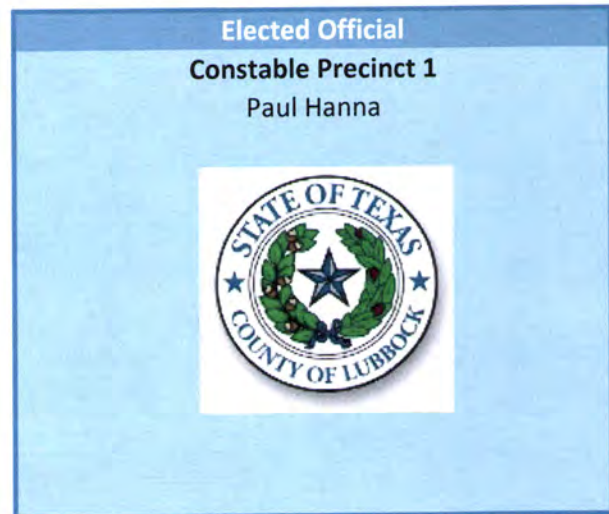
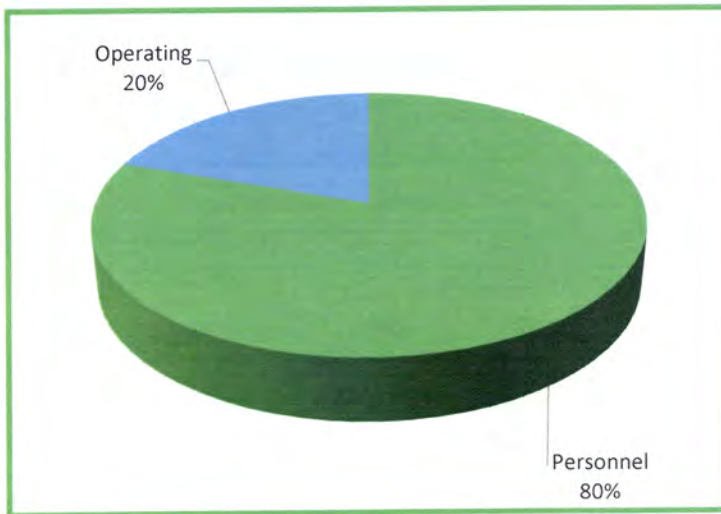
Goals for 2020:

- In the face of rising costs, the CSCD will attempt to reduce the outlay of urinalysis testing by using different technologies for initial testing that will still meet the demands for accuracy for the courts.
- The CSCD will work with the Office of the Lubbock County Criminal District Attorney and seek funding from the state for a pretrial diversion program for state jail felons who have been assessed as being dependent on alcohol or other drugs.
- The CSCD will implement more trauma-based assessments and counseling in its programs in order to increase the chances that a significant number of offenders will resolve the issues that influence them to engage in anti-social and criminal behavior.

Performance Measures	FY17	FY18	FY19
Average Supervised Monthly	3,444	3,279	N/A
Average Probationers Added Monthly	90	93	N/A
Average Revocations Monthly	36	35	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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 70,889.51	\$ 71,168.00	\$ 71,452.00
Operating	\$ 15,902.19	\$ 20,694.00	\$ 17,416.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 86,791.70	\$ 91,862.00	\$ 88,868.00



Major Accomplishments in 2019:

- 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 2020:

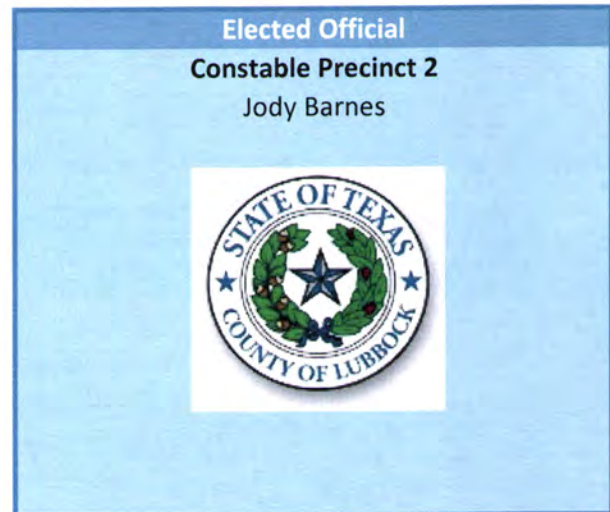
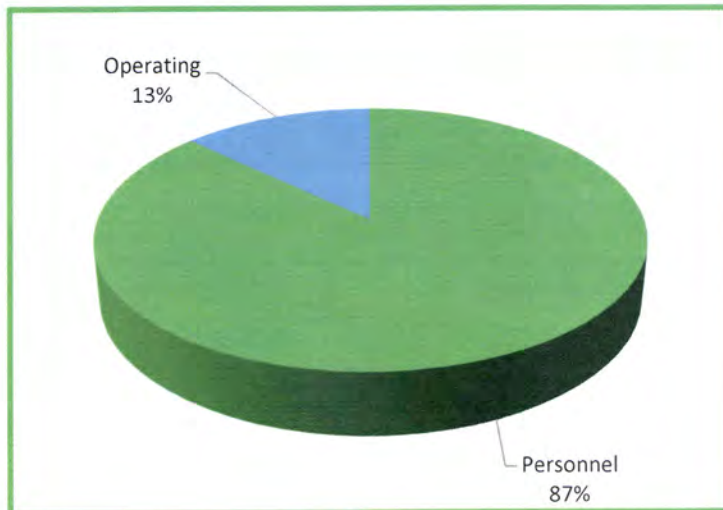
- Properly serve papers from respective courts within time lines associated with each JP, or out-of-county courts.
- Diligence in service of warrants issued out of the respective JP courts.
- Acquire deputy constables to better the Constable's Office in day to day operation.
- Maintain a monthly calendar in connection with the respective JP office's to ensure availability to handle all 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	FY17	FY18	FY19
Civils Processed	705	949	1,064
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 70,796.79	\$ 71,168.00	\$ 71,452.00
Operating	\$ 17,630.64	\$ 18,077.00	\$ 10,745.00
Capital	\$ 54,542.12	\$ -	\$ -
Total Budget	\$ 142,969.55	\$ 89,245.00	\$ 82,197.00



Major Accomplishments in 2019:

- 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.

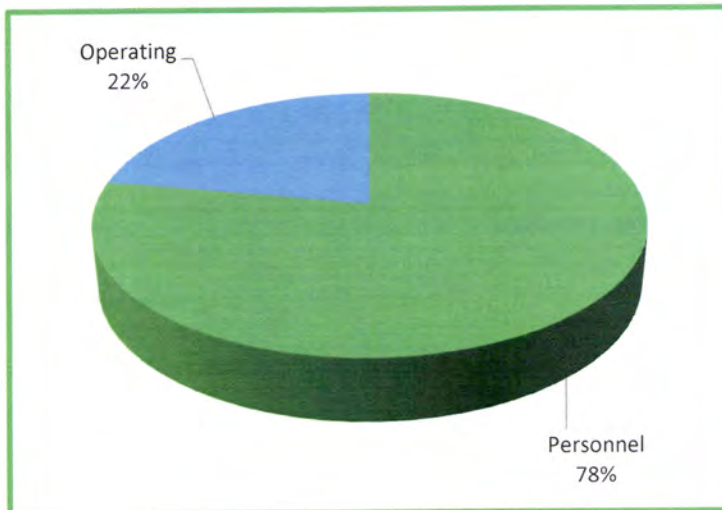
Goals for 2020:

- 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	FY17	FY18	FY19
Civils Processed	955	1,021	N/A
Staff by Classification	FY18	FY19	FY20
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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ 70,350.21	\$ 71,168.00	\$ 71,452.00	
Operating	\$ 9,950.37	\$ 22,100.00	\$ 20,225.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 80,300.58	\$ 93,268.00	\$ 91,677.00	



Elected Official
Constable Precinct 3
Marina Garcia

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

Major Accomplishments in 2019:

- N/A

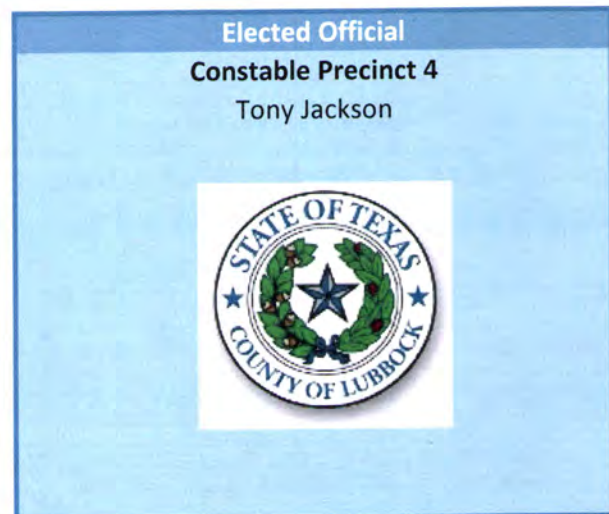
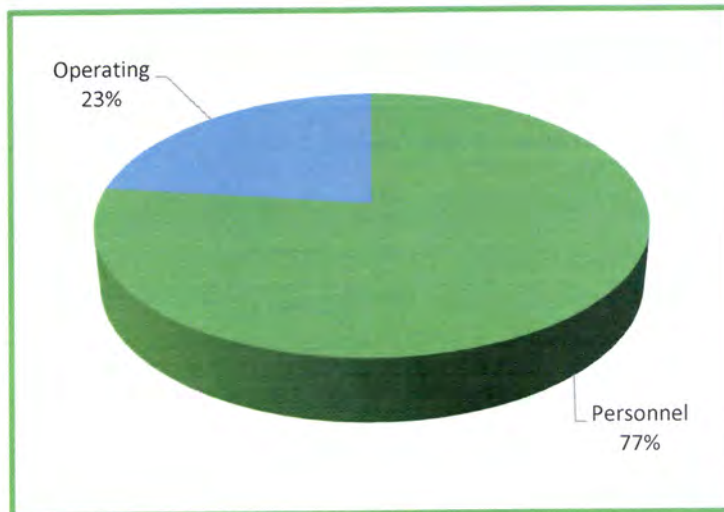
Goals for 2020:

- N/A

Performance Measures	FY17	FY18	FY19
Civils Processed	2,110	N/A	N/A
Staff by Classification	FY18	FY19	FY20
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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 64,052.46	\$ 71,168.00	\$ 71,452.00
Operating	\$ 17,027.20	\$ 18,995.00	\$ 21,240.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 81,079.66	\$ 90,163.00	\$ 92,692.00



Major Accomplishments in 2019:

- Serviced civil process in a timely manner.
- Maintained proper schedule with the Justice of the Peace Precinct 4 office to bailiff court.
- Assisted other law enforcement agencies with calls when available and in the area.
- Answered calls and complaints in the precinct by returning phone and e-mail messages in a timely manner.
- Reviewed contracts, equipment, and old documents for effectiveness and necessity.
- Caught up past due bills and established a system for timely bill payment.
- Established public reporting system of job performance.

Goals for 2020:

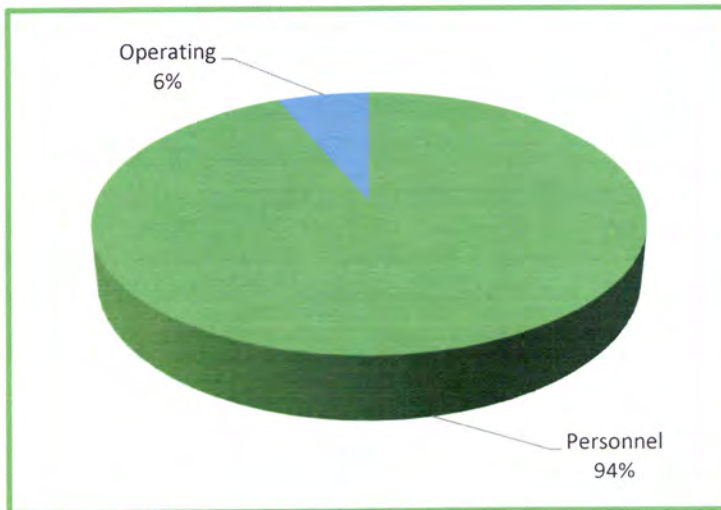
- Properly serve papers from respective courts within time limits.
- Initiate an extra officer overtime program to assist in day to day operations and meet these goals.
- Maintain a monthly calendar in connection with the respective JP office's to ensure availability to handle all courts hearings scheduled by respective JP courts.
- Assist the other Constables and JP's when requested and/or available.
- Publicize the advantages and effectiveness of my office.

Performance Measures	FY17	FY18	FY19
Civils Processed	922	N/A	846
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 1,087,887.47	\$ 1,319,773.00	\$ 1,334,484.00
Operating	\$ 27,242.29	\$ 104,305.00	\$ 88,980.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,115,129.76	\$ 1,424,078.00	\$ 1,423,464.00



Elected Officials

County Clerk

Kelly Pinion



Major Accomplishments in 2019:

- Implemented e-filing in criminal courts.
- Improved credit card payment and copy order system on the county website.
- Expanded historical indexing.

Goals for 2020:

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

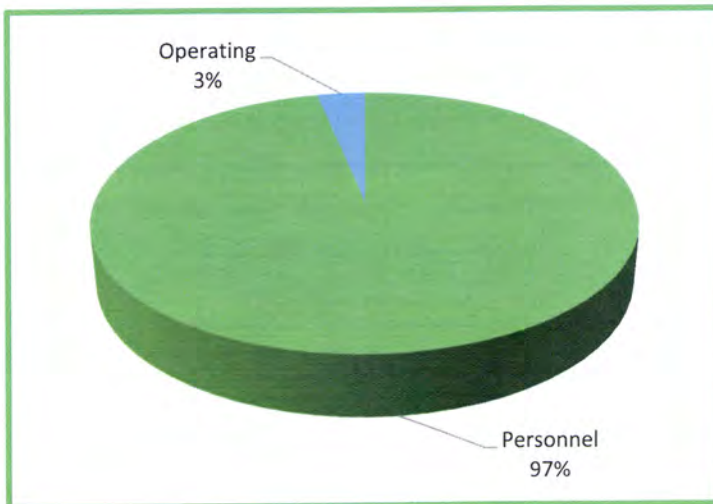
Performance Measures	FY17	FY18	FY19
Civil Cases Filed	895	917	1,244
Criminal Cases Filed	3,179	2,836	2,595
Guardianship Cases Filed	80	75	72
Mental Cases Filed	322	215	199
Formal Marriage License Filed	2,121	2,016	2,113
Informal Marriage License Filed	98	94	86
Probate Cases	809	937	797
OPR Documents Recorded	48,150	48,546	49,553

Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 177,666.08	\$ 178,759.00	\$ 250,331.00
Operating	\$ 8,621.85	\$ 11,770.00	\$ 8,470.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 186,287.93	\$ 190,529.00	\$ 258,801.00



Elected Officials

County Judge
Curtis Parrish



Major Accomplishments in 2019:

- Implementation of new procedures for efficient County Court management of Probate, Guardianship, and Mental Health cases.
- Improved the standards, policies, and practices of the Commissioners' Court.
- Worked with the County Public Works and Road and Bridge Departments to pass a Comprehensive Transportation Improvement Plan for Lubbock County.

Goals for 2020:

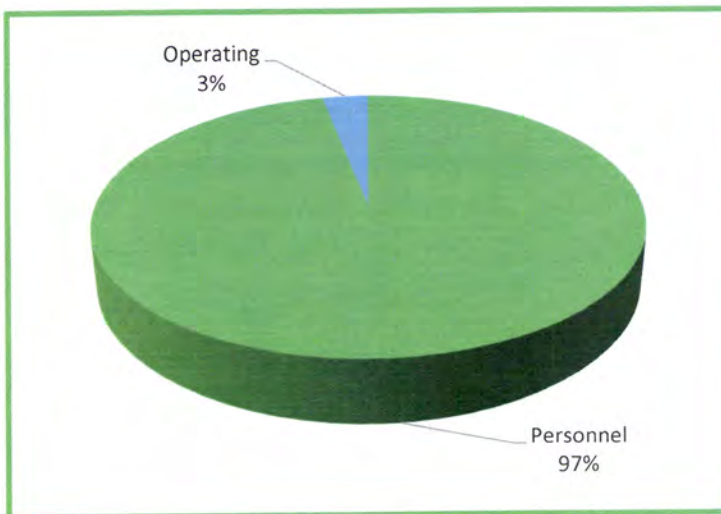
- Become the statewide standard for efficiency in oversight procedures for administration of Probate and Guardianship estates.
- Create a Veteran Specialty Court and a Mental Health Specialty Court to provide justice for Lubbock County residents.
- Continue to work to implement new software solutions for all county departments.

Performance Measures	FY17	FY18	FY19
Probate Cases Filed	806	846	745
Mental Health Cases Filed	325	208	178
Guardianship Cases Filed	80	65	85
Hearings Filed	492	911	830
Staff by Classification	FY18	FY19	FY20
Elected Official	1	1	1
Clerical	0	0	1

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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 3,883,887.52	\$ 3,993,039.00	\$ 4,025,317.00
Operating	\$ 113,124.38	\$ 155,120.00	\$ 128,120.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 3,997,011.90	\$ 4,148,159.00	\$ 4,153,437.00



District Judges

72ND District - Ruben Reyes
99TH District - William Sowder
137TH District - John McClendon III
140TH District - Jim Bob Darnell
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 2019:

- The Courts, in conjunction with the County Judge's office, have continued cleaning up the guardianship caseload. So far this fiscal year, 109 more cases have been disposed. There are currently 856 pending guardianships-down from 1,817 when the project began.
- The Courts average just over 10 years of service per employee, the best average for departments having over 30 employees.

Goals for 2020:

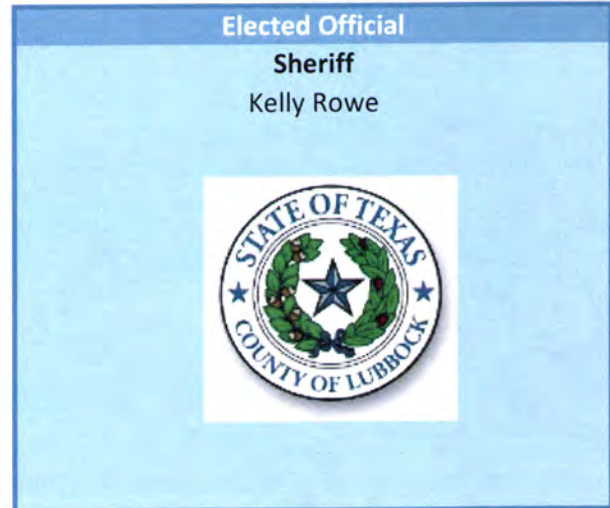
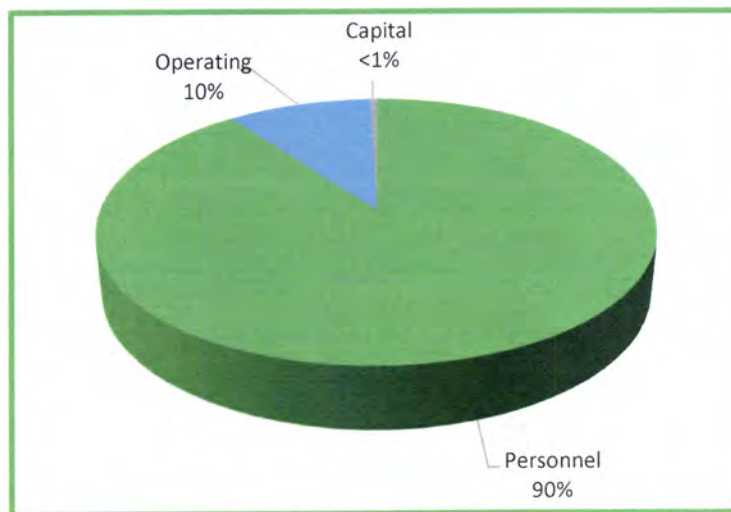
- The Courts would like to continue expanding and enhancing courtroom technology.
- The Courts would like to see the Tyler Technology conversion project completed or near completion.

Performance Measures	FY17	FY18	FY19
Criminal Cases Disposed	7,564	7,055	7,804
Staff by Classification	FY18	FY19	FY20
Elected Official	9	9	9
Appointed	24	24	24
Administrative	1	1	1
Professional	1	2	2
Clerical	6	7	6
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 22,103,384.19	\$ 22,212,959.00	\$ 22,674,752.00
Operating	\$ 2,234,286.15	\$ 2,346,851.00	\$ 2,448,082.00
Capital	\$ 85,642.64	\$ -	\$ 118,000.00
Total Budget	\$ 24,423,312.98	\$ 24,559,810.00	\$ 25,240,834.00



Major Accomplishments in 2019:

- Completed and implemented updated jail school curriculum.
- Revamped evaluation instrument and trained all supervisors.
- Began hosting monthly mental health re-entry community collaboration meetings.
- Increased the number of inmates being released directly into services to reduce recidivism.
- New volunteer training and implemented refresher training for all volunteers.
- New Sally Port doors installed.
- Completed phase 1 of the security electronics replacement process.
- Began In-Jail Competency Restoration.
- Installed Body Scanners.
- Combined City/County Magistration (should be completed in June/July 2019).

Goals for 2020:

- Create a full time kitchen officer.
- Implement revamped Clerk Training Program.
- Increase staff involvement with non-profits and volunteer opportunities in the community.
- Tabletop emergency drills for supervisors.

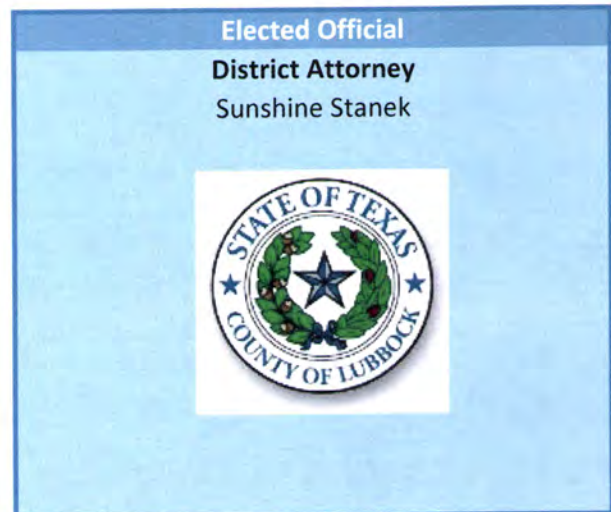
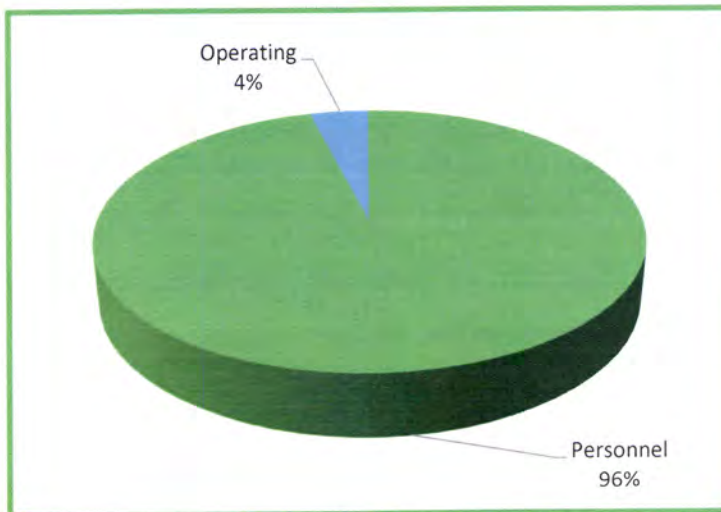
Goals for 2020:

- Coordinate planning team for future growth needs.
- Implement continuing education for defensive tactics and interpersonal communications.
- Change booking clerks to entry level officer positions.
- Create a tour for officers' families.
- Improve and add on to security camera system.
- Replace Video Visitation System.

Performance Measures	FY17	FY18	FY19
Average Daily Jail Population	1,149	1,244	1,219
Average Daily Number of Fed. Inmates	36	56	58
Staff by Classification	FY18	FY19	FY20
Administrative	3	3	3
Public Safety	286	287	287
Clerical	61	61	61

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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 6,334,732.32	\$ 6,789,513.00	\$ 6,858,682.00
Operating	\$ 116,042.91	\$ 285,789.00	\$ 285,039.00
Capital	\$ 93,323.00	\$ -	\$ -
Total Budget	\$ 6,544,098.23	\$ 7,075,302.00	\$ 7,143,721.00



Major Accomplishments in 2019:

- Launch of the Lubbock Texas Anti-Gang Unit (TAG). This office is involved with TAG cases from the briefing stage until final disposition. The CDA Office participation has lead to arrests, convictions and asset forfeitures.
- Continued to streamline the Intake process. The results of this increased efficiency have been a reduced cost of material and time required to prepare for and conduct business of the Grand Jury.
- With projected implementation of new information technology vendor, we have taken steps to identify redundant processes and data that has been stored past its viability.

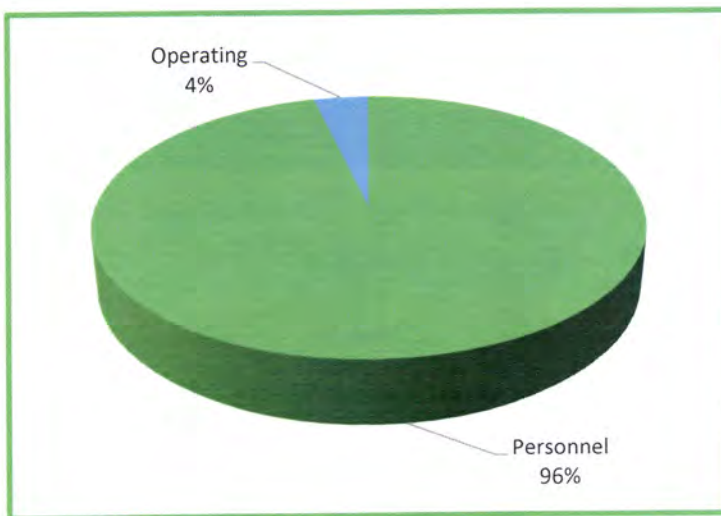
Goals for 2020:

- See at least 95% of the cases received have filing decision made within 30 days.
- Continue to put in place a more standard and streamlined structure of data migration which will effect a smooth transition to a new criminal justice information system.
- Continue our multi-agency approach through the TAG unit to assist with arrests and maximize successful prosecutions.

Performance Measures	FY17	FY18	FY19
Cases Received	13,749	14,261	14,462
Felony Cases Under Indictment	2,671	1,840	2,419
Misdemeanor Cases Under Indictment	3,179	2,073	2,594
Cases Filed	6,213	5,608	5,285
Felony Cases Closed	4,161	N/A	6,308
Misdemeanor Cases Closed	4,381	N/A	7,230
Total Jury Trials	39	37	42
Staff by Classification	FY18	FY19	FY20
Elected Official	1	1	1
Appointed	2	2	2
Administrative	1	1	1
Professional	32	33	34
Public Safety	15	15	15
Clerical	20	20	23
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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 1,624,516.53	\$ 1,695,643.00	\$ 1,732,083.00
Operating	\$ 73,137.48	\$ 67,943.00	\$ 66,375.00
Capital	\$ 8,192.21	\$ -	\$ -
Total Budget	\$ 1,705,846.22	\$ 1,763,586.00	\$ 1,798,458.00



Elected Official
District Clerk
Barbara Sucsy

Major Accomplishments in 2019:

- Continued collections of court costs and fines through the Texas Department of Criminal Justice, including the revision of automated bill of costs, approval of orders through the Lubbock County Board of Judges, use of orders at time of disposition of criminal cases with sentencing to confinement at TDCJ, and mailing of copies of orders to the inmates.
- 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 efilings each time JCIT met in Austin, and updated our systems to coordinate with rule changes.
- Continue to improve the online reporting for jury duty as comments or suggestions are received from jurors and the courts.
- Continued to clear and correct conviction reporting to the Texas Department of Public Safety to improve percentage rates for accurate and timely reporting.
- 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.

Goals for 2020:

- 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.
- Improve mandatory efilings policies and procedures within the office and with the vendor.

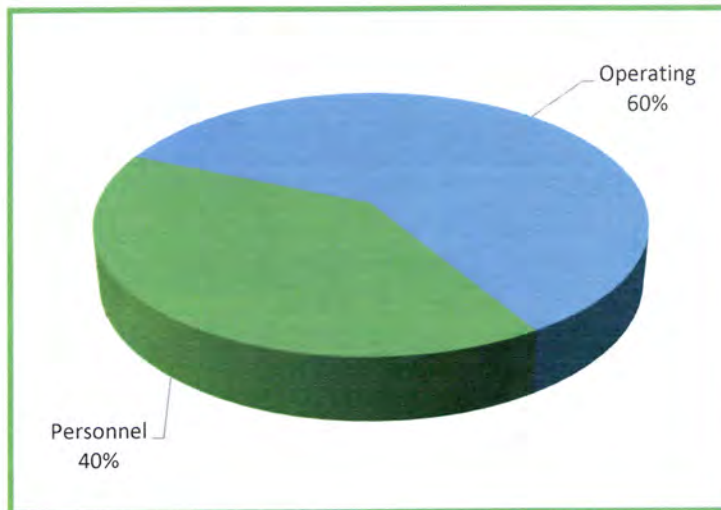
Goals for 2020 continued:

- Complete record retention plan for civil and criminal court shucks and destroy records as allowed by applicable State Library guidelines.
- 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	FY17	FY18	FY19
Civil Law Cases Filed	1,699	1,762	1,861
Family Law Cases Filed	2,618	2,657	2,395
Tax Law Cases Filed	124	130	129
Child Support Garnishments Filed	455	392	387
Juvenile Cases	252	240	220
Passports	1,086	1,312	1,346
Jury Summons	57,695	58,885	60,935
Staff by Classification	FY18	FY19	FY20
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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 676,840.19	\$ 782,268.00	\$ 791,187.00
Operating	\$ 857,869.51	\$ 1,204,292.00	\$ 1,182,604.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,534,709.70	\$ 1,986,560.00	\$ 1,973,791.00



Department Head
Elections Administrator
Dorothy Kennedy

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

Major Accomplishments in 2019:

- Successfully conducted record breaking November 2018 Gubernatorial General Election, as well as a May county-wide Bond Special Election in conjunction with the May City/School General/Special elections.
- Successfully conducted several area Junior High and High School Class Officer, Cheerleading elections.
- Maintained a balanced budget.

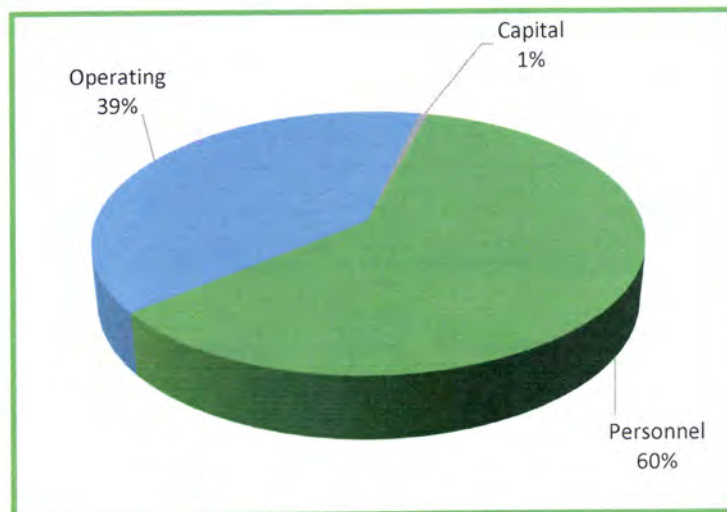
Goals for 2020:

- 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.
- Implement new legislation that was passed during the 2019 legislative session and any decisions from the Federal Courts that are in the judicial review.
- Attend Redistricting training classes to prepare for the 2021 Texas Redistricting process as well as complete classes to obtain Registered Election Official (REO) State certification.
- 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 that all are able to answer questions (or at least know where to seek the answers) and be able to fill-in when someone is absent from work.

Performance Measures	FY17	FY18	FY19
Total Mail Handled	40,006	86,945	54,675
Total Mail Ballot Requests	7,481	7,034	5,619
Election Workers Trained	490	334	295
Staff by Classification	FY18	FY19	FY20
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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 3,852,400.97	\$ 4,070,151.00	\$ 4,232,805.00
Operating	\$ 2,610,285.04	\$ 3,048,175.00	\$ 2,782,255.00
Capital	\$ 45,568.12	\$ -	\$ 40,860.00
Total Budget	\$ 6,508,254.13	\$ 7,118,326.00	\$ 7,055,920.00



Major Accomplishments in 2019:

- Started renovation of Second Floor at 916 Main (contracted).
- Remodel of two complete Pods at the Lubbock County Detention Center (contracted & in-house).
- Completed the replacement of the Intercom system at Lubbock County Detention Center (contracted).
- Completed the sally port door replacement at LCDC (contracted).
- Installed an incinerator for the Sheriff (in-house).
- Completed the boiler replacement project for the downtown Central Plant (contracted).
- Completed the cooling tower replacement (contracted).
- Completed the roof repair at Ave G & 15th warehouse (in-house).
- Completed the upgrade of existing video and camera system from an analog system to a digital system at the Detention Center including a server upgrade (contracted).
- Completed the roof replacement at Jury Pool/Elections Buildings (contracted).

Goals for 2020:

- Roof replacement at the Courthouse.
- Complete renovation of Second Floor at 916 Main.
- Concrete/leak repair at the Courthouse utility tunnel, 916 Main east basement under the sidewalk and 916 Main alley over main electrical room.
- Start the renovation of LCJJC, original building (contract).

Goals for 2020 continued:

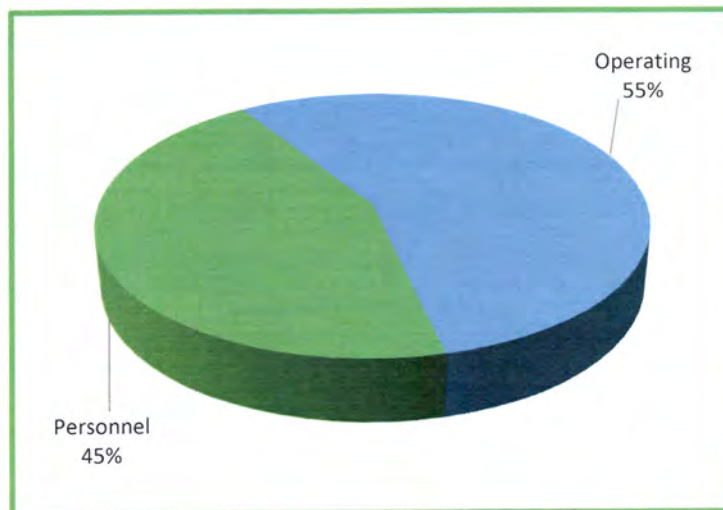
- Progress the County from a work order and preventative maintenance system that is static to a cloud-based operations management software that will help track assets, improve workflow and make data-driven decisions for capital forecasting.
- Upgrade existing video and camera system from an analog system to a digital system at LCJJC (in-house).
- Remodel of two complete pods at the Lubbock County Detention Center (contracted & in-house).

Performance Measures	FY17	FY18	FY19
Work Orders Completed	15,963	33,356	N/A
Oversaw Permanent Improvements	\$ 7,435,000.00	\$ 3,616,000.00	N/A
Staff by Classification	FY18	FY19	FY20
Administrative	2	2	2
Trades and Technical	63	63	64
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 216,619.03	\$ 261,402.00	\$ 228,469.00
Operating	\$ 231,305.84	\$ 289,580.00	\$ 284,380.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 447,924.87	\$ 550,982.00	\$ 512,849.00



Department Head

Director

Diana Gurule-Copado



Major Accomplishments in 2019:

- Finished 2017 LSO death reports; working on finishing 2018. 2019 is up to date.
- Started documenting all deceased in the General Assistance program since implementing the "deceased" button in the program.

Goals for 2020:

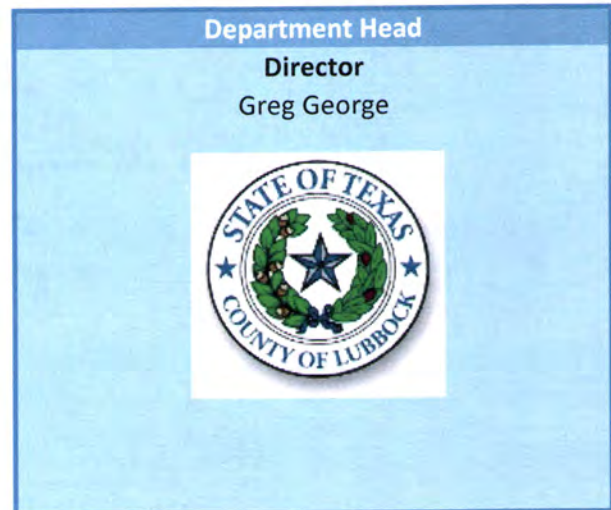
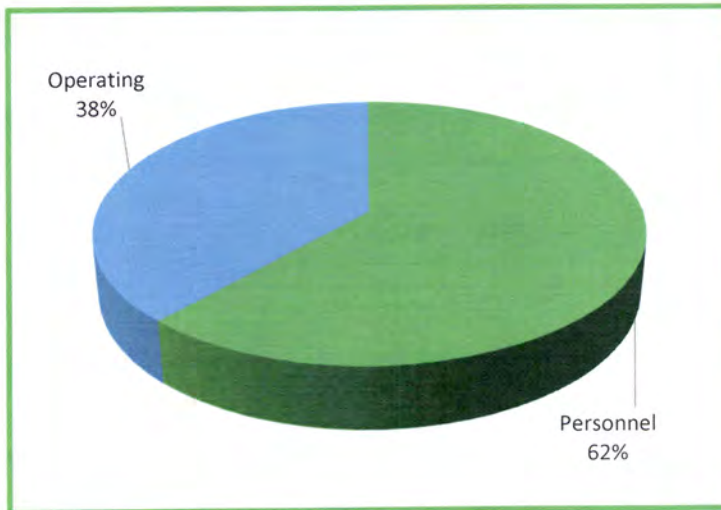
- Continue providing a safe and secure environment for our staff and the public who visit our office.
- Continue providing the public with precise and helpful information/direction to other County departments.
- Complete the year without any accident reports or injuries.

Performance Measures	FY17	FY18	FY19
Residents Assisted	1,652	1,447	1,404
Pauper Funerals	123	97	152
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 483,197.72	\$ 431,511.00	\$ 441,094.00
Operating	\$ 219,908.74	\$ 251,300.00	\$ 271,520.00
Capital	\$ 30,640.00	\$ -	\$ -
Total Budget	\$ 733,746.46	\$ 682,811.00	\$ 712,614.00



Major Accomplishments in 2019:

- Re-located to the 10th floor.
- Joined My Texas Direct a 504 physician panel workers' compensation network.
- Hired an HR Generalist and began succession training.

Goals for 2020:

- Convert to Tyler Munis, setup interface with NeoGov and assist with training supervisors.
- Generate statistical analysis to improve HR efficiencies.
- Provide managerial training for supervisors and front-line staff.

Performance Measures	FY17	FY18	FY19
Applications Accepted	7,116	5,959	7,737
New Hires Processed	231	256	275
Separations Processed	240	192	263
Staff by Classification	FY18	FY19	FY20
Administrative	1	1	1
Professional	2	3	4
Clerical	1	1	0
Trades and Technical	1	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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ 1,151,742.26	\$ 98,574.00	\$ -	
Operating	\$ 3,798,669.45	\$ -	\$ -	
Capital	\$ 1,158,749.59	\$ -	\$ -	
Total Budget	\$ 6,109,161.30	\$ 98,574.00	\$ -	



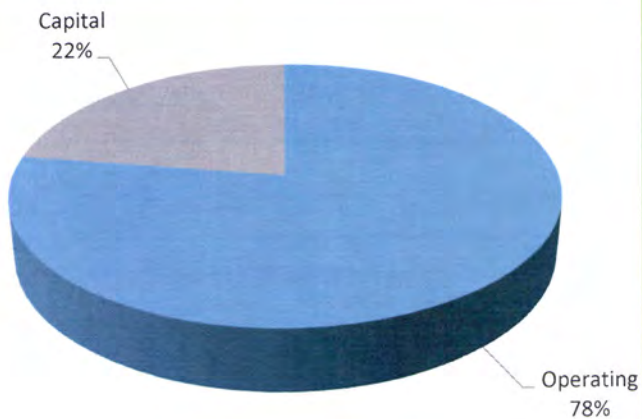
Performance Measures	FY17	FY18	FY19
Work Orders Completed	7,505	5,995	0
Staff by Classification	FY18	FY19	FY20
Trades and Technical	13	1	0
Clerical	2	1	0

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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 93,495.15	\$ 114,800.00	\$ 114,700.00
Capital	\$ 30,481.00	\$ -	\$ 33,000.00
Total Budget	\$ 123,976.15	\$ 114,800.00	\$ 147,700.00



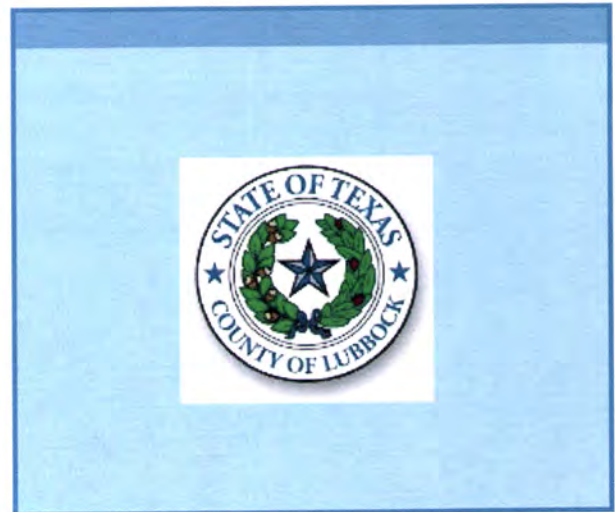
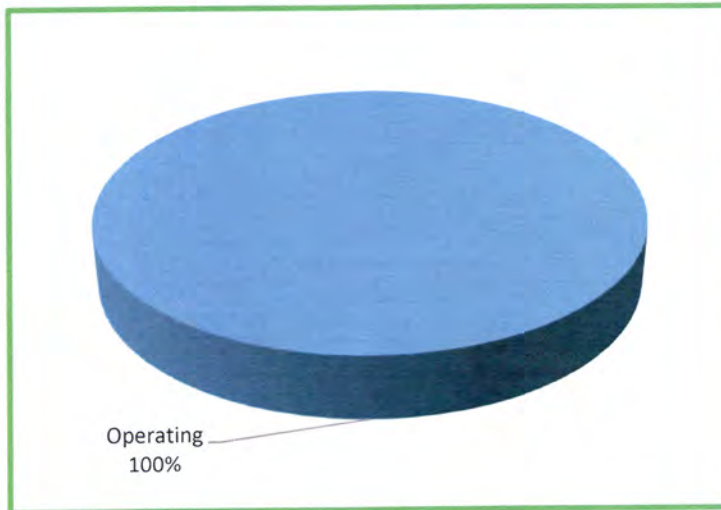
Elected Official

Sheriff
Kelly Rowe



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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 6,240,716.73	\$ 7,066,853.00	\$ 6,561,353.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 6,240,716.73	\$ 7,066,853.00	\$ 6,561,353.00	



Major Accomplishments in 2019:

- The criminal courts had a clearance rate of over 100%, meaning the courts are disposing of more cases than are being filed.
- The civil and family courts had a clearance rate of 100%, meaning the courts are disposing of more cases than are being filed.

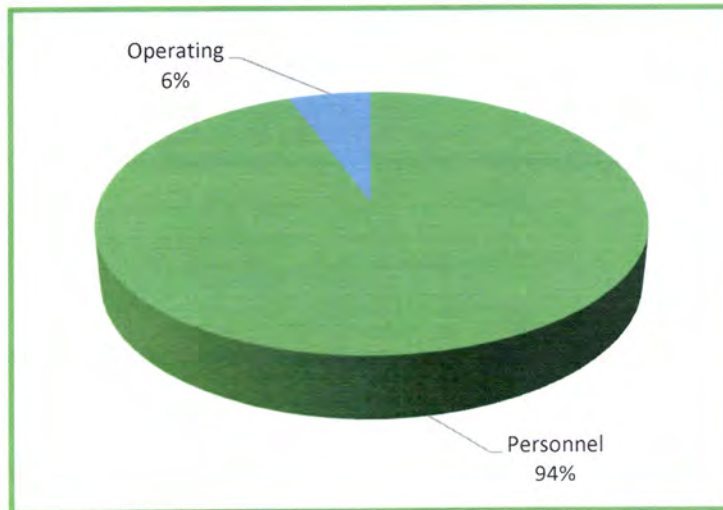
Goals for 2020:

- 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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 325,485.25	\$ 375,088.00	\$ 365,304.00
Operating	\$ 23,036.98	\$ 22,125.00	\$ 21,900.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 348,522.23	\$ 397,213.00	\$ 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, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2019:

- The Governmental Collector's Association of Texas presented the department with the Collection Program of the Year 2019 Award.
- Delivered a presentation at the 20th Annual GCAT Conference outlining our procedures, policies and best practices at the request of the board of directors.
- Completed department training and operational manual with updated policies and procedures.

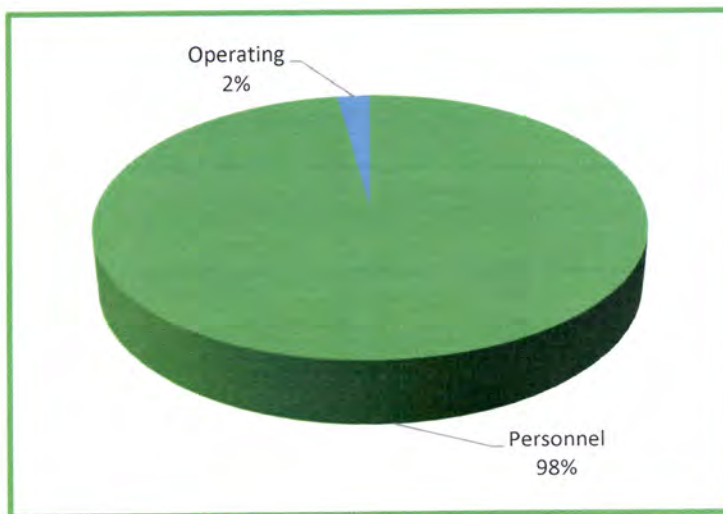
Goals for 2020:

- Implement automated texting and email messaging to obtain optimal compliance.
- Capias pro fine warrant notification procedures and contact methods.
- Continued training through seminars, conferences and training conference calls to stay compliant with new rules and regulations.

Performance Measures	FY17	FY18	FY19
Total Number of Cases	5,633	5,559	5,514
Total Dollars Collected	\$ 1,260,391.11	\$ 1,077,745.23	\$ 962,069.99
Staff by Classification	FY18	FY19	FY20
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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 337,215.88	\$ 320,038.00	\$ 325,882.00
Operating	\$ 2,827.46	\$ 7,950.00	\$ 7,375.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 340,043.34	\$ 327,988.00	\$ 333,257.00



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, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2019:

- Myself and my staff composed the entirety of documents required by Sammy Smith for the J.P. Courts to proceed with the Odyssey conversion process. This consisted of approximately 80 hours of work with no assistance or feedback from the other courts. I am the "point person" for the Odyssey project.
- Met with Kathy Williams and Jennifer Sherman from the Auditor's Office on a number of important Auditing matters related to the Odyssey project. Reviewed and updated a large volume of codes for those individuals to determine which financial codes are still needed, and which can be discarded in Lubbock County's current system. Once again, I am the "point person" with the Auditor for all J.P. related accounting issues.
- Staggered out lunch hours to allow the Court to remain open during the lunch hour as a convenience to the public.
- Tracked important legislation related to the Justice Courts for Lubbock County, as well as Justices of the Peace statewide.
- Updated courtroom video equipment with the support of the Commissioner's Court.
- Converted our filing system from shucks to folders, which makes for better use of limited space, and costs much less.
- Worked with the Auditor to update and eliminate outdated Fee Codes, and add new Fee Codes where necessary.
- Spent a significant amount of time with the two new J.P.'s assisting them every way possible.

Goals for 2020:

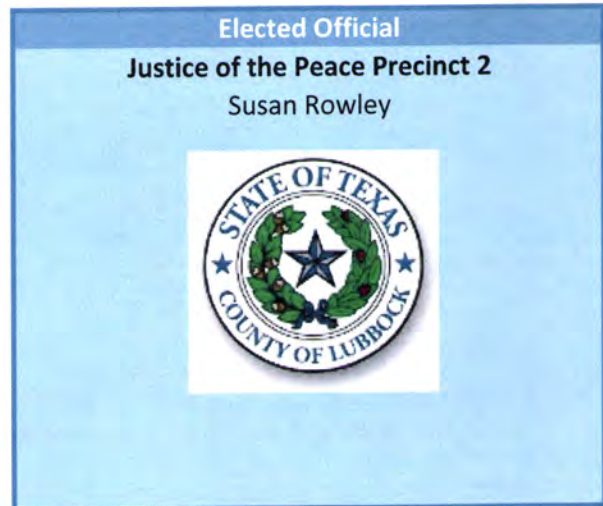
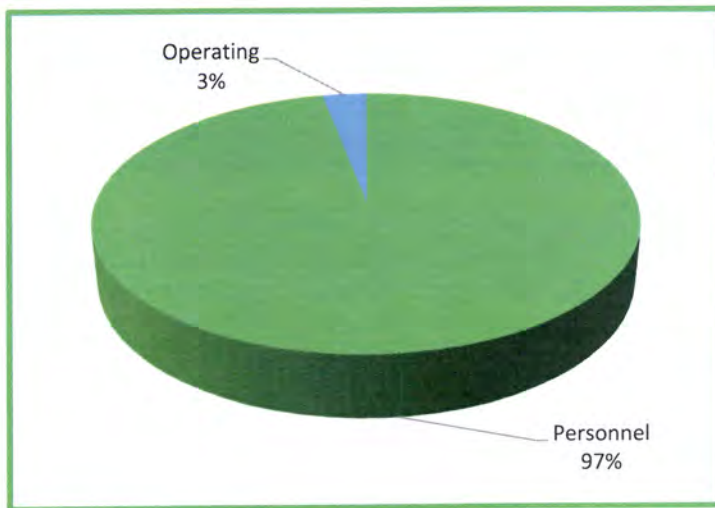
- Locate a better office space, with enough room to operate.
- Work with the Auditor and Computer Department to adjust and implement all new 2019 laws, court costs, and legislative changes effecting the computer program, and automate said program to ensure new legislation seamlessly integrates to the four J.P. Courts come September 1, 2019 and beyond.
- Integrate Odyssey and get staff trained and up to date.
- Consider EFiling of civil cases.

Performance Measures	FY17	FY18	FY19
Civil Cases Filed	1,868	2,358	2,980
Criminal Cases Filed	2,909	4,665	4,940
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 245,576.31	\$ 278,167.00	\$ 299,837.00
Operating	\$ 3,622.43	\$ 10,865.00	\$ 9,365.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 249,198.74	\$ 289,032.00	\$ 309,202.00



Major Accomplishments in 2019:

- Restructured JP2 and, by doing so, we were more efficiently able to process 6 month-old mail, tickets and cases.
- Met with the different law enforcement agencies (i.e.: Parks and Wildlife & Buffalo Springs) to inform them that many of their cases were in jeopardy of being dismissed unless sworn complaints were on file. They stepped up and gave us hundreds of complaints. It was our job then to prepare the tickets for hearings before warrants could be issued.
- In conjunction with the DA's office, formed a plan to process the enormous backlog. We have begun a vast dismissal plan.
- Developed a report with the LISD, COOPER and SLATON attendance officers and began setting Parent Contributing to non-attendance and Truancy dockets, which were not set previously. I met with the representative of the State Comptroller and started a plan similar to Judge Hansen.
- I had the office re-decorated and disposed of the old shuck cabinets. Began sorting through all of the files individually--the paid/disposed of cases were still mixed in with the pending cases. I met with Linda Lemon to understand the archival process and was able to archive over 1,500 disposed of cases with many more to sort through.
- As of June 3, 2019, we have gone paperless on our criminal/tickets and evictions.

Goals for 2020:

- Finish sorting the active cases from the disposed of cases.
- Scan all of the older cases that are still viable so that these can become paperless as well.

Goals for 2020 continued:

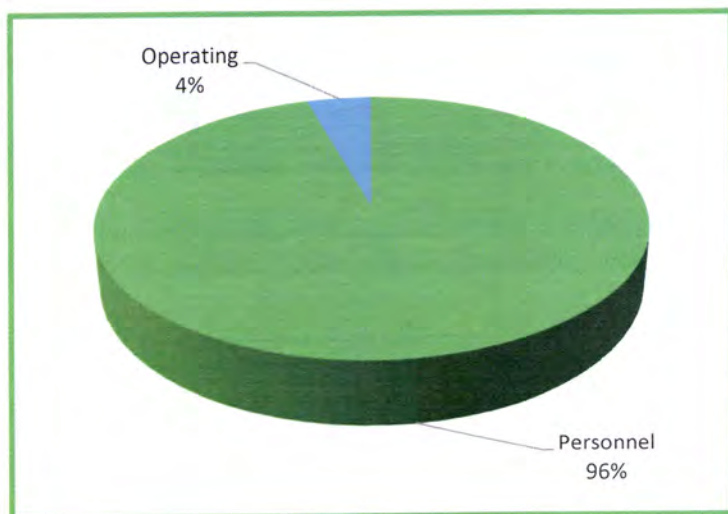
- Bring administrative work is up to date in order have court settings every day.
- Partner with the DA's Office to process the backlog of cases.
- Change the part time clerk position to a full time position.
- Scan and set for hearings 2016-2019 tickets/criminal shucks that are currently in filing cabinets. After this is accomplished, do the same for civil cases.
- Categorize and archive files which currently fill-up two closets in the basement.

Performance Measures	FY17	FY18	FY19
Civil Cases Filed	1,242	1,321	N/A
Criminal Cases Filed	2,599	901	N/A
Staff by Classification	FY18	FY19	FY20
Elected Official	1	1	1
Clerical	3	3	4
Part-Time	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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 279,954.59	\$ 289,158.00	\$ 293,366.00
Operating	\$ 10,291.32	\$ 16,432.00	\$ 13,390.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 290,245.91	\$ 305,590.00	\$ 306,756.00



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, with the words "STATE OF TEXAS" and "COUNTY OF LUBBOCK" around the perimeter.

Major Accomplishments in 2019:

- Fair and impartial administration of justice met for 2018-2019. Improve customer service to the public.
- Collecting, receipting, and reporting fines and fees to Auditor and appropriate state agency - met 2018-2019.
- Safety environment for public and staff - met 2018-2019.

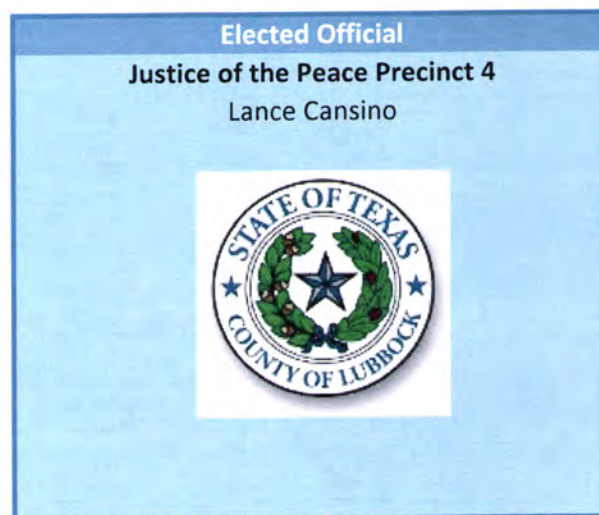
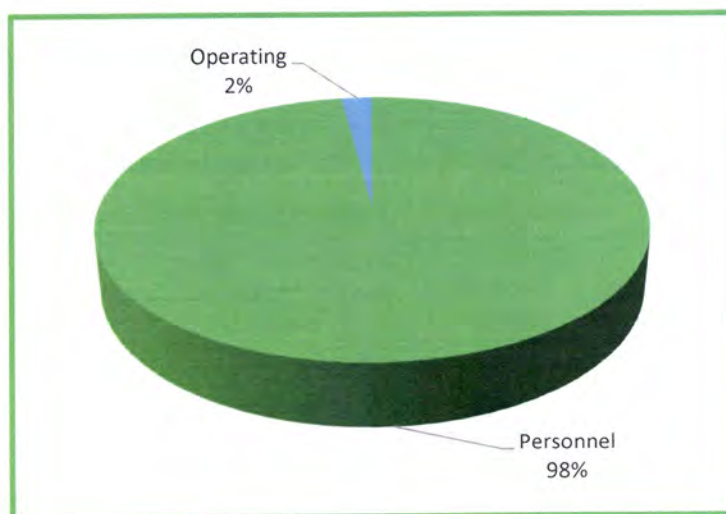
Goals for 2020:

- Fair and impartial administration of justice.
- Improve customer service to the public.
- 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	FY17	FY18	FY19
Civil Cases Filed	1,493	1,506	2,079
Criminal Cases Filed	1,062	1,903	1,465
Staff by Classification	FY18	FY19	FY20
Elected Official	1	1	1
Clerical	3	3	3

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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 372,111.91	\$ 335,538.00	\$ 327,025.00
Operating	\$ 13,620.92	\$ 7,075.00	\$ 6,875.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 385,732.83	\$ 342,613.00	\$ 333,900.00



Major Accomplishments in 2019:

- We had an efficient and smooth transition from Judge Carruth's Court to Judge Cansino's on January 1, 2019. Because the office was efficiently run, we have almost no backlog.
- Even though our civil filings are up by almost 50% in the first five months of 2019 versus 2018, we have no backlog.
- We have processed almost 20% more misdemeanor citations in the first five months of this year as were processed in the first 5 months of 2018 in spite of having a small backlog since we had only 3 clerks from December 10, 2018 to January 9, 2019.

Goals for 2020:

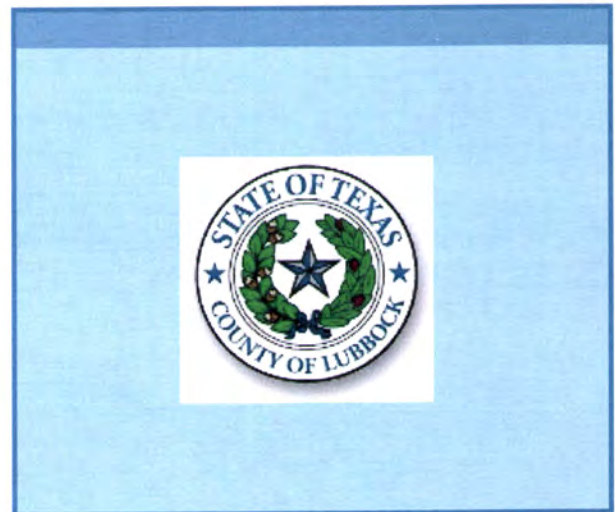
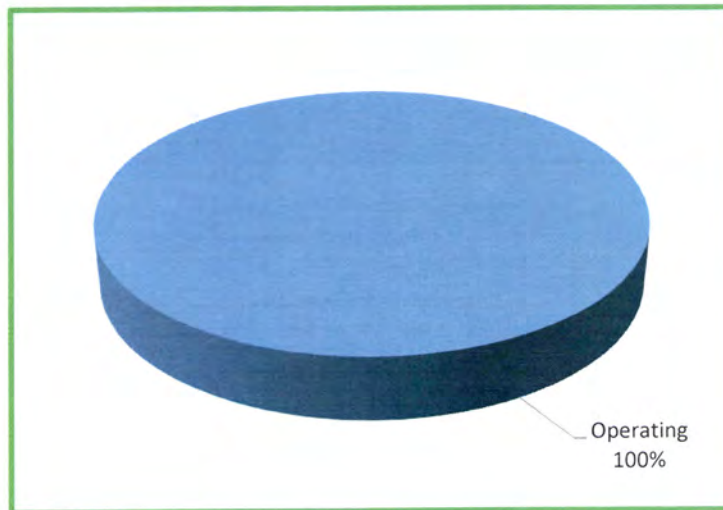
- Sending 4 clerks to training seminars since they have not been to any training in over two years.
- Focus on training clerks for the Jurisdictional increase from \$10,000 to \$20,000 to be ready for that increase in 2020.
- Continue with the Saturday court as it has demonstrated a much higher appearance rate compared with the weekday court resulting in fewer warrants for failure to appear.

Performance Measures	FY17	FY18	FY19
Civil Cases Filed	1,112	1,182	904
Criminal Cases Filed	3,972	4,541	2,936
Civil Cases Disposed	988	1,015	889
Criminal Cases Disposed	3,063	1,618	1,565
Staff by Classification	FY18	FY19	FY20
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 2019-2020

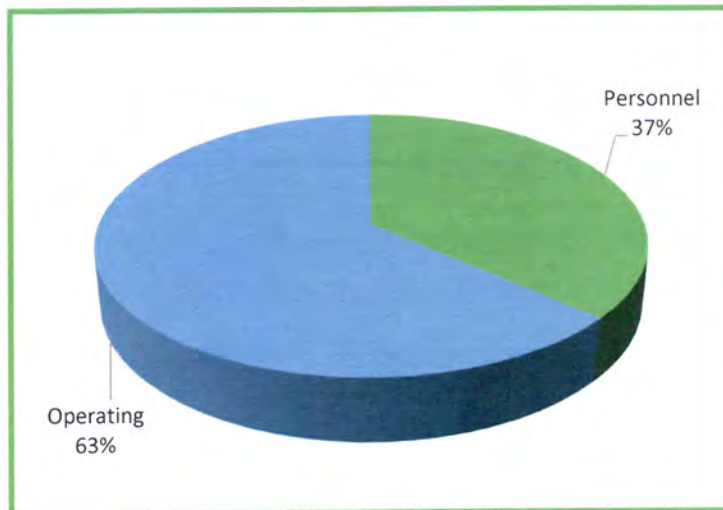
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 229,728.00	\$ 247,105.00	\$ 237,105.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 229,728.00	\$ 247,105.00	\$ 237,105.00



Performance Measures	FY17	FY18	FY19
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 2019-2020			
	FY 18 Actual	FY 19 Estimates	FY 20 Budget
Personnel	\$ 1,941,368.89	\$ 844,264.00	\$ 852,220.00
Operating	\$ 576,978.53	\$ 1,545,041.00	\$ 1,477,146.00
Capital	\$ 24,370.00	\$ -	\$ -
Total Budget	\$ 2,542,717.42	\$ 2,389,305.00	\$ 2,329,366.00



Appointed Official
Acting Chief Medical Examiner
Dr. John Lang

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

Major Accomplishments in 2019:

- Continued training and examinations process for American Board of Medico-Legal Death (ABMDI) for newest investigators in training for the ABMDI Investigators Credentialing.
- Successful implementation of the State of Texas Electronic Death Certificate System (TxEVER).

Goals for 2020:

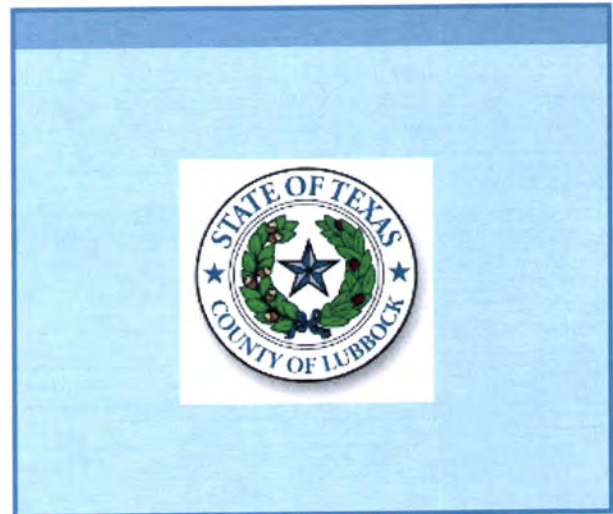
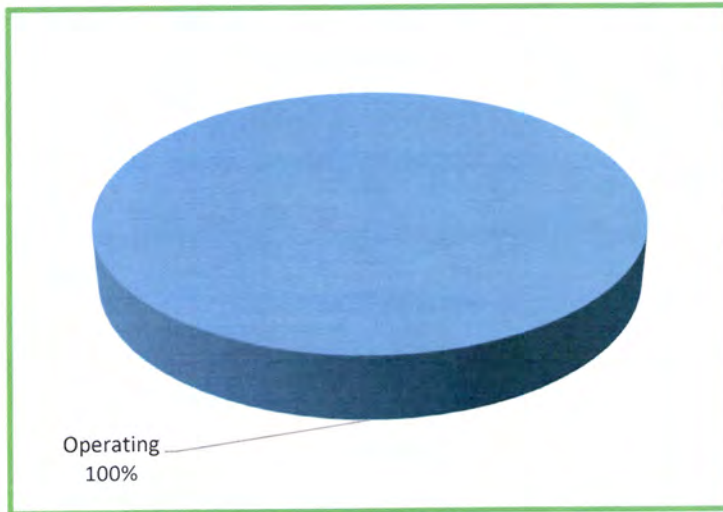
- Continue the process for National Association of Medical Examiner's inspection and accreditation.
- Get donated x-ray machine up and running and obtain the updated software for the x-ray reader system.
- Continued training and examinations process for American Board of Medico-Legal Death (ABMDI) for newest investigators in training for the ABMDI Investigators Credentialing.

Performance Measures	FY17	FY18	FY19
Cases	614	638	N/A
Investigation	2,782	2,888	N/A
Life Gift Cases	0	24	N/A
Autopsy Report Requests	764	660	N/A
Allied Health Student Education	246	78	N/A
Cremation	1,288	1,377	N/A

Staff by Classification	FY18	FY19	FY20
Appointed	4	4	0
Administrative	1	1	0
Professional	1	1	1
Trades & Technical	8	8	8
Public Safety	1	1	1
Clerical	3	3	3

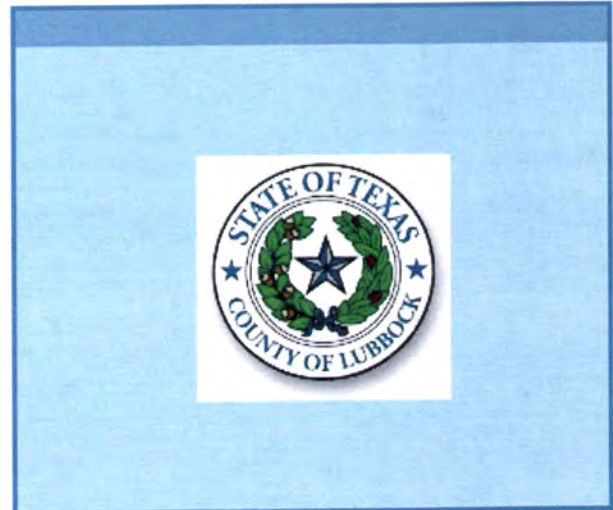
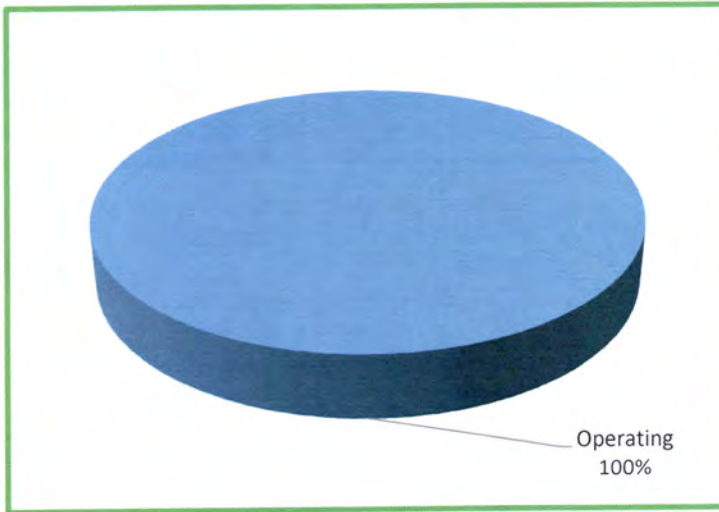
The Non-Departmental is used to handle overall general administrative expenses not attributable to any one department. To list a few expenses: utilities, county-wide association dues, independent audit, and an inter-local agreement with the Appraisal District.

Adopted Budget for the Fiscal Year 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 2,234,486.29	\$ 12,148,493.00	\$ 6,039,377.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 2,234,486.29	\$ 12,148,493.00	\$ 6,039,377.00	



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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 1,000,826.05	\$ 1,094,828.00	\$ 1,074,829.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,000,826.05	\$ 1,094,828.00	\$ 1,074,829.00

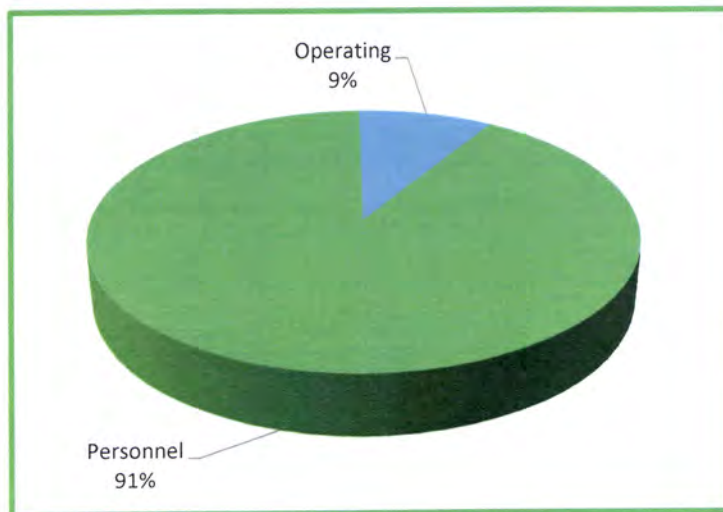


Performance Measures	FY17	FY18	FY19
Fire Departments Supported	11	11	11
Other Agencies Supported	3	3	3

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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 86,743.43	\$ 174,184.00	\$ 176,182.00
Operating	\$ 21,225.42	\$ 18,700.00	\$ 17,690.00
Capital	\$ 34,285.00	\$ -	\$ -
Total Budget	\$ 142,253.85	\$ 192,884.00	\$ 193,872.00



Department Head

Director

Jennifer Davidson



Major Accomplishments in 2019:

- Secured Court approval (December 10, 2018) for revision to Driveway, Culvert, and Utility Applications.
- Created new application/process for Right-of-Way modification and secure Court approval (December 10, 2018).
- Established Court approved (January 28, 2019) Transportation Roadway Improvement Plan (TRIP).
- Established Court approved (November 26, 2018) Consolidated Road and Bridge Maintenance Plans for Caliche and Seal Coat.

Goals for 2020:

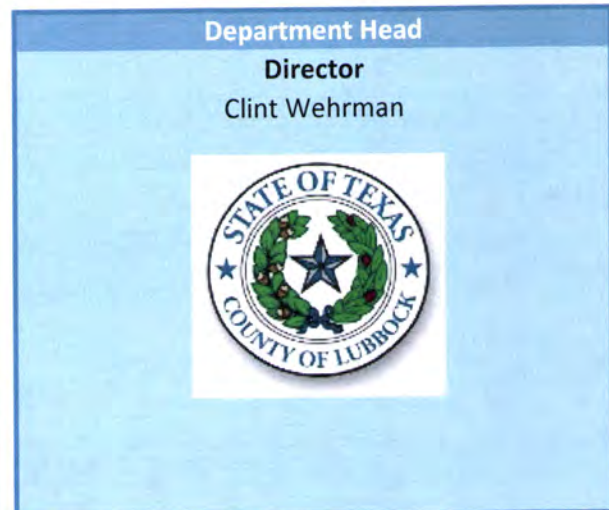
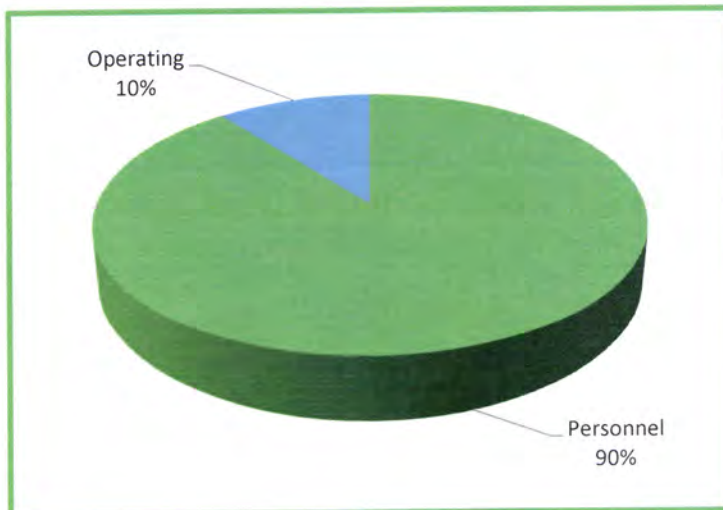
- Implement the countywide Transportation Roadway Improvement Program (TRIP) by initiating design projects and coordinating with Road and Bridge for upgrades and conversions.
- Provide efficient and timely responses to inquiries regarding culvert, utility, and platting applications from Lubbock County's 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 long range maintenance and annual work plans for Lubbock County's roadways.

Staff by Classification	FY18	FY19	FY20
Administrative	1	1	1
Clerical	0	1	1

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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 353,464.76	\$ 367,010.00	\$ 427,956.00
Operating	\$ 52,039.36	\$ 57,615.00	\$ 49,969.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 405,504.12	\$ 424,625.00	\$ 477,925.00



Major Accomplishments in 2019:

- Extended the mailroom hours to 3:00pm to better accommodate Lubbock County departments.
- Director of Purchasing received certification as a Certified Texas Contract Developer.
- Worked with county employees to better understand the role of purchasing and the statutory requirements that must be met. Increased competition through the use of the Lubbock County bidding platform Bonfire.

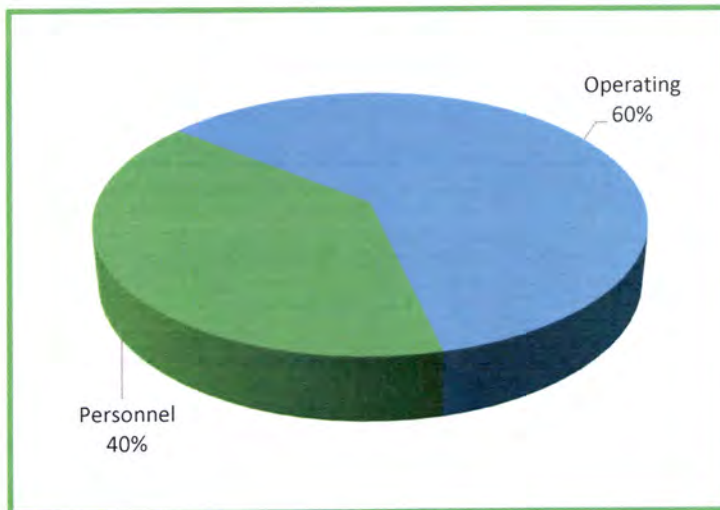
Goals for 2020:

- Increase staffing to the Purchasing Department to improve the efficiency of the procurement process.
- Work toward further education of County employees and elected officials, to help them better understand the role and needs of the purchasing department.
- Re-write the Purchasing Policy and Purchasing Card Program Policy and Procedures Manual.

Performance Measures	FY17	FY18	FY19
Purchase Orders	2,148	2,106	1,681
Formal RFPs/Bids	30	18	22
Informal Bids/Quotes	69	103	58
New Contracts	111	87	244
Contract Renewals	146	178	185
Contract Modifications	5	6	1
Staff by Classification	FY18	FY19	FY20
Administrative	1	1	1
Professional	2	2	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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 108,635.10	\$ 99,603.00	\$ 100,946.00
Operating	\$ 162,233.72	\$ 154,559.00	\$ 154,559.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 270,868.82	\$ 254,162.00	\$ 255,505.00



Department Head
Director
Brent Hogan

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

Major Accomplishments in 2019:

- Hazard Analysis with other departments to better communicate possible hazard exposure, thus preventing injuries to personnel. Examples were given to department safety representatives and filled out to account for their specific needs.
- Updated the technology and procedure for collection of records to be more user friendly. Updated hardware and software will enable the department to process current installations and repairs. as well as, begin to retrieve data from the hard files to better facilitate the community as requests are made for individual properties.
- Worked with and communicated with the IT department to procreate a better tracking software program that works as designed.
- Opened lines of communication with developers and builders to ensure issues involving OSSF's and regulatory procedures are resolved prior to system placement. This results in safer environmental protection and citizens having a compliant operating system.

Goals for 2020:

- Work with Maintenance to build and modify safety programs specific to the operational needs.
- Begin semi-annual safety building inspections to help maintenance identify issues and prevent injuries while reducing repair costs.

Performance Measures	FY17	FY18	FY19
Number of Properties Inspected	367	338	363
Number of New Properties Inspected	185	142	135
Number of Complaints Processed	22	36	18
Staff by Classification	FY18	FY19	FY20
Administrative	1	1	1

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

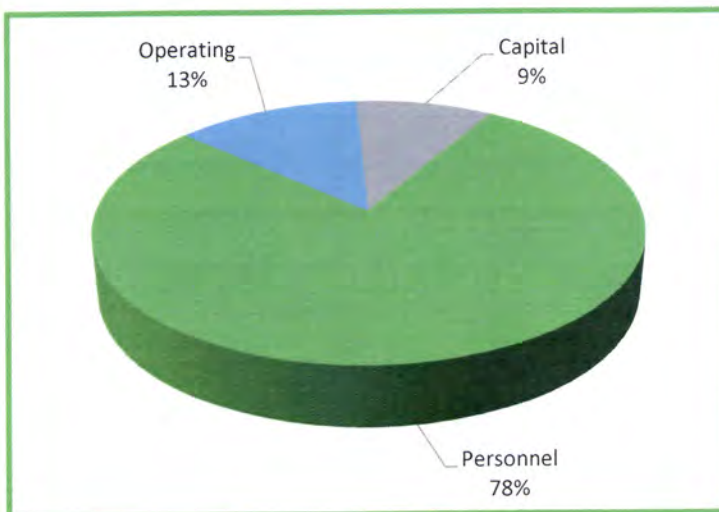
Adopted Budget for the Fiscal Year 2019-2020					
	<u>FY 18 Actual</u>		<u>FY 19 Estimates</u>		<u>FY 20 Budget</u>
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	230,000.00	\$ -
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	230,000.00	\$ -



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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 10,772,517.53	\$ 10,586,540.00	\$ 11,721,778.00
Operating	\$ 1,612,864.11	\$ 1,899,517.00	\$ 1,902,354.00
Capital	\$ 2,119,503.96	\$ 1,104,701.00	\$ 1,406,000.00
Total Budget	\$ 14,504,885.60	\$ 13,590,758.00	\$ 15,030,132.00



Major Accomplishments in 2019:

- Continued both growth and success with collaborative efforts locally and regionally with HIDTA as well as the TAG. This was accomplished with both training and operations.
- Lubbock County Sheriff's Office obtained proof of concept for the new radio project through Dailey-Wells, and continue to move forward with radio upgrades.
- Maintained a high quality of success for the citizens of Lubbock County throughout the year in both service and outreach.

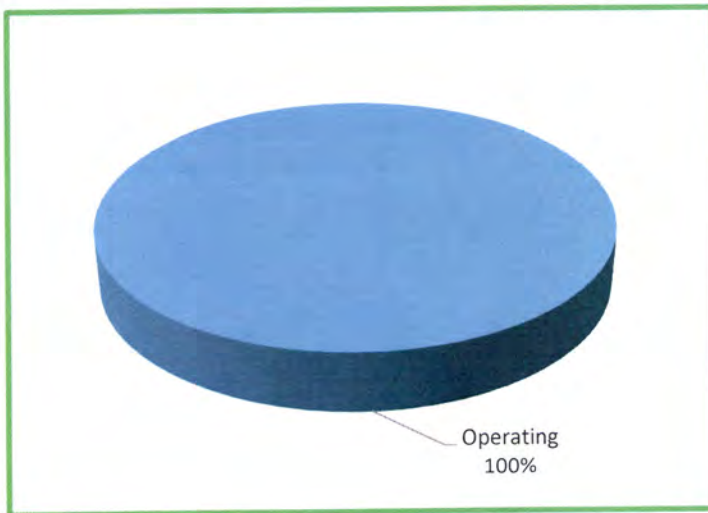
Goals for 2020:

- Continue with implementation of the pay scale and step chart.
- Complete the Radio Project by completing tower sites and installation of new equipment.
- Work toward the Technology Conversion from current software to new countywide software.
- Continue with collaborative efforts locally and regionally.
- Add Patrol and Civil Deputies to accommodate continued growth in the community.
- Continue to upgrade training facilities as opportunities present themselves, in order to better serve our Law Enforcement partners regionally and locally.

Performance Measures	FY17	FY18	FY19
Active Warrants	17,936	17,540	13,748
Calls for Service - Patrol	11,612	12,284	16,040
Calls Received by Communications	127,655	151,915	224,017
Staff by Classification	FY18	FY19	FY20
Elected Official	1	1	1
Administrative	2	2	2
Trades & Technical	1	1	1
Public Safety	119	119	124
Clerical	25	25	25
Part-Time	0	0	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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 11,643.69	\$ 3,000.00	\$ 2,500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 11,643.69	\$ 3,000.00	\$ 2,500.00



Department Head
Director
Doug Clements

Major Accomplishments in 2019:

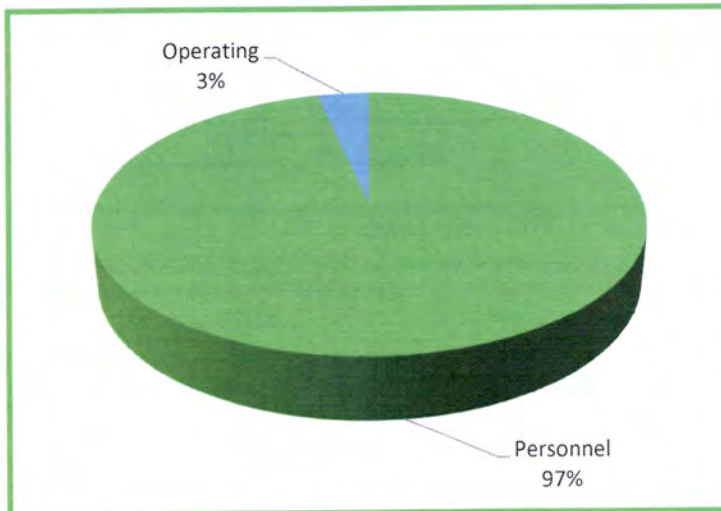
- The South Plains Auto Theft Task Force met all ABTPA goals, strategies and activities for FY18. The Task Force is currently projected to accomplish all goals, strategies, and activities for FY19.

Goals for 2020:

- 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. These purchases are not permissible under the South Plains Auto Theft Task Force Grant.

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 2019-2020			
	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 1,792,508.91	\$ 1,866,401.00	\$ 1,902,644.00
Operating	\$ 90,695.61	\$ 68,920.00	\$ 68,270.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,883,204.52	\$ 1,935,321.00	\$ 1,970,914.00



Elected Official
Tax Assessor
Ronnie Keister

Major Accomplishments in 2019:

- Successfully implemented a queuing system in all three offices.
- Expanded training for five new deputies, and accelerated training for four managers.
- Began implementation of venue tax.

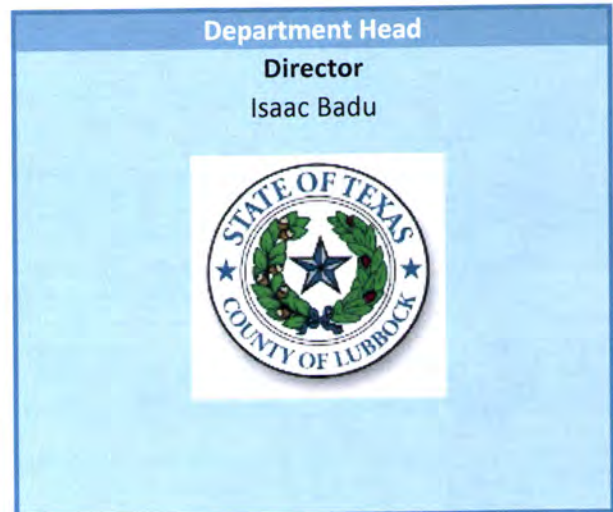
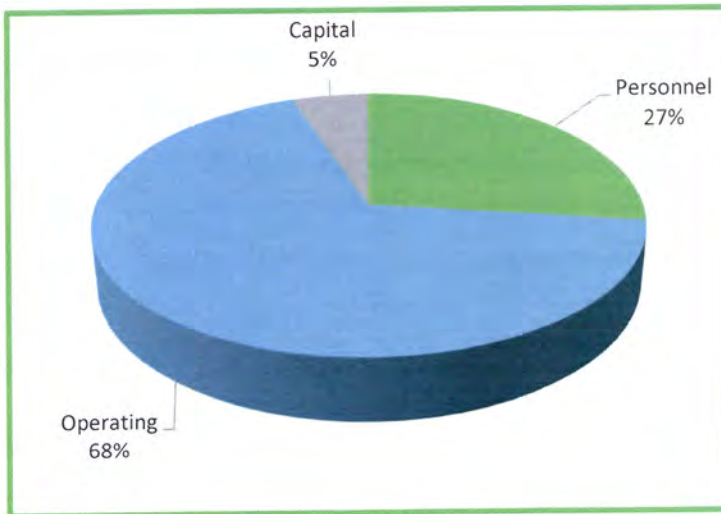
Goals for 2020:

- Open a new branch in South Lubbock.
- Begin collection of venue taxes and issue venue bonds.
- Enhance statistical reports.

Performance Measures	FY17	FY18	FY19
Registrations	224,140	252,151	255,253
Title Transactions	75,869	79,748	81,343
Beer and Liquor Fees	184	229	240
Staff by Classification	FY18	FY19	FY20
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 2019-2020				
	FY 18 Actual	FY 19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ 1,314,193.00	\$ 1,733,978.00	
Operating	\$ -	\$ 4,122,774.00	\$ 4,334,286.00	
Capital	\$ -	\$ -	\$ 332,000.00	
Total Budget	\$ -	\$ 5,436,967.00	\$ 6,400,264.00	



Major Accomplishments in 2019:

- 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 2020:

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

Goals for 2020 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.

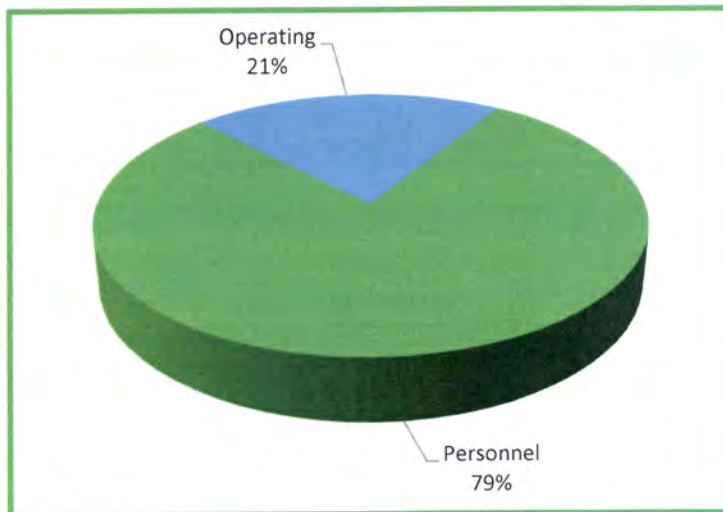
Performance Measures	FY17	FY18	FY19
Work Orders Completed	N/A	5,995	4,154
Staff by Classification	FY18	FY19	FY20
Administrative	N/A	1	1
Clerical	N/A	1	1
Trades and Technical	N/A	13	27

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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 209,759.18	\$ 266,627.00	\$ 269,572.00
Operating	\$ 43,782.37	\$ 71,788.00	\$ 71,788.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 253,541.55	\$ 338,415.00	\$ 341,360.00



Department Head

Director

Ronda Alexander



Major Accomplishments in 2019:

- In-depth educational programs with measurable results were implemented to address the following critical issues identified in 2015: Urban Water Use, Small Acreage Landowner Education, Agricultural Risk Management, Youth Life Skills, Parenting Education, Health and Wellness, and BLT/Snap-Ed Programming. Year-end results are posted at: <http://lubbock.agrilife.org>. A total of 1,120 Lubbock County Extension Volunteers provided a total of 20,434 volunteer hours, the impact to Lubbock County is valued at \$481.439.
- 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. Lubbock County 4-H has seen a 10% growth in enrollment this year and a 49% growth over the past seven years.
- Three individuals have completed volunteer training and will complete 40 hours of service to become certified Master Wellness Volunteers. Approximately 300 participants attended the 2018 Building Strong Families Conference to increase their parenting skills.
- CEA-Agriculture, CEA-Urban Youth Development and CEA-Horticulture positions have been filled; these positions have allowed for support of Lubbock County crop production and scouting: expanded outreach efforts to non-traditional 4-H youth: and support of county horticulture and Master Gardener programming.

Goals for 2020:

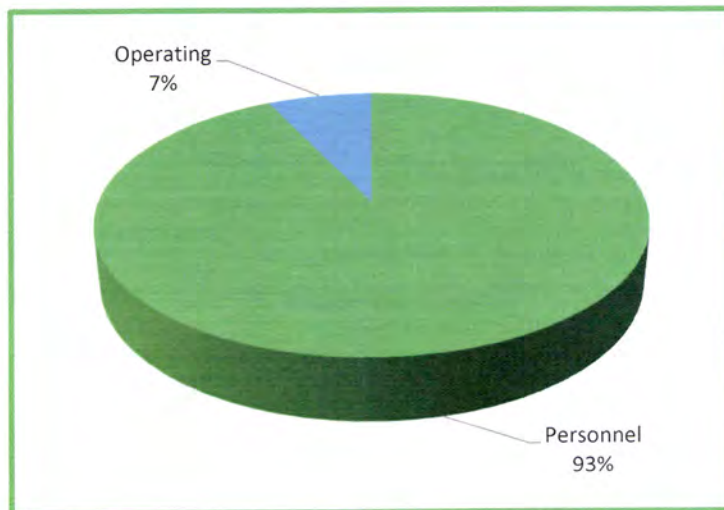
- Continue to provide quality and relevant educational programs to the citizens of Lubbock County, as identified by Lubbock County leaders through the Texas Community Futures Forum.
- Lubbock County 4-H and Youth Development program will be managed for continued sustainable growth, developing leadership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

Performance Measures	FY17	FY18	FY19
Educational Contacts by Newsletters	8,596	8,458	10,758
Total Attendance at Group Meetings	88,135	63,225	93,496
Contact Hours	132,178	77,852	106,249
Total 4-H Enrollment-Lubbock County	4,350	3,510	4,170
Number of Traditional 4-H Members	399	450	540
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 328,354.19	\$ 327,500.00	\$ 343,126.00
Operating	\$ 24,106.08	\$ 22,666.00	\$ 26,153.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 352,460.27	\$ 350,166.00	\$ 369,279.00



Major Accomplishments in 2019:

- Identified entries in the Cash Bond Account from 1996-2003 to create an outstanding liabilities list.
- The Quarterly Audit evaluating the Treasurer's Office has continued to decrease in findings and receipting errors.
- We have made great strides in organizing the Bail Bond Security company files to locate discrepancies.

Goals for 2020:

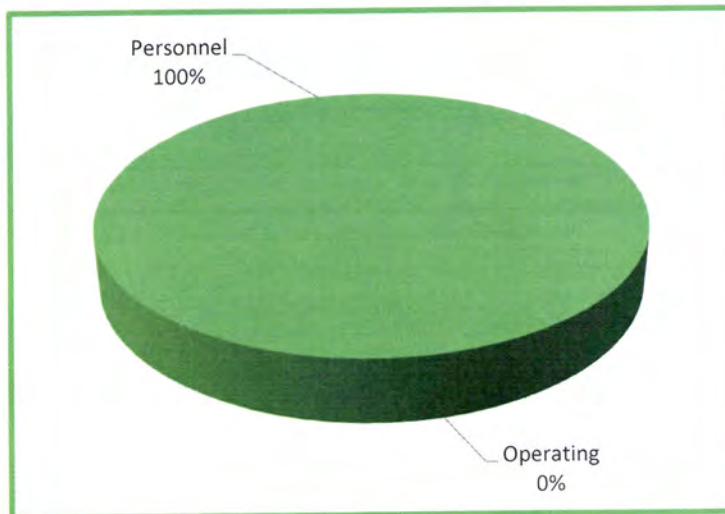
- Complete the reconciliation of the Cash Bond Account to identify an outstanding liabilities list from 2003 to the present.
- Complete the process of identifying discrepancies in the Bail Bond Securities bank account.
- Assist our County with the Tyler conversion process and become proficient in the new software.

Performance Measures	FY17	FY18	FY19
Cash Receipts Processed	4,838	4,536	4,629
Jury Checks Issued	3,722	4,426	4,063
Staff by Classification	FY18	FY19	FY20
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 2019-2020

	<u>FY 18 Actual</u>	<u>FY 19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 66,206.66	\$ 60,642.00	\$ 61,944.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 66,206.66	\$ 60,642.00	\$ 61,944.00



Department Head
Director
Nick Sisk

Major Accomplishments in 2019:

- Provided outstanding service to Lubbock's Veteran population, including surviving spouses and children.
- In process of transitioning to a new database and electronic means of filing claims more efficiently.
- Supported West Texas Salute to Veterans and other Veterans outreach events.

Goals for 2020:

- Continue to provide top-notch service to Lubbock County's Veteran population.
- Use new systems to increase efficiency in filing and tracking claims.
- More outreach!

Staff by Classification	FY18	FY19	FY20
Clerical	1	1	1

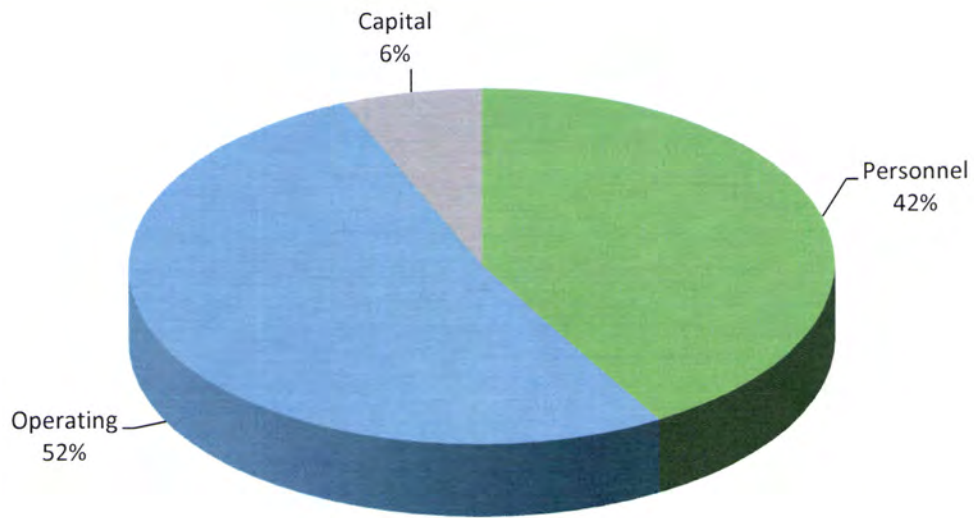
Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



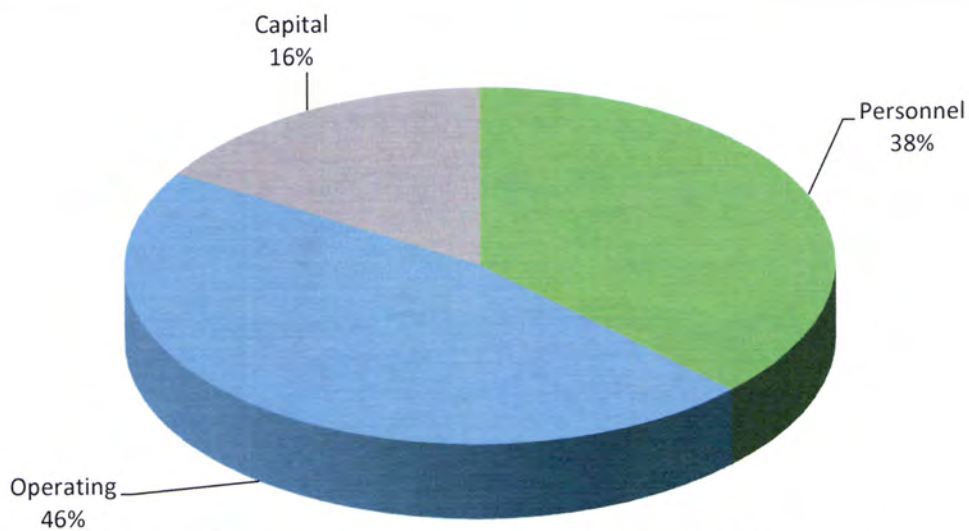
Special Revenue Funds
Revenue & Expenditure
Summaries

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

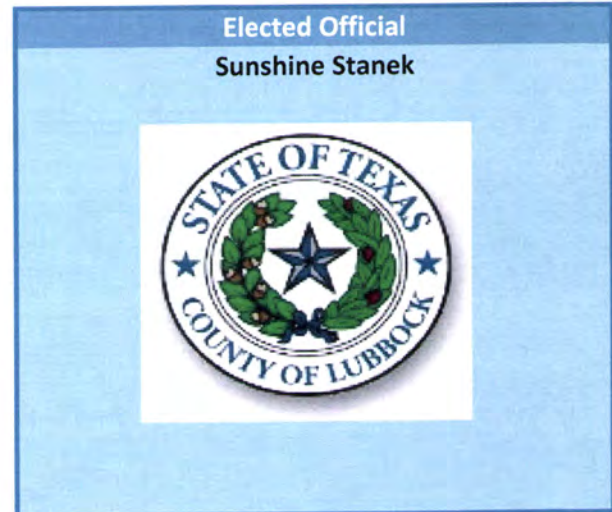
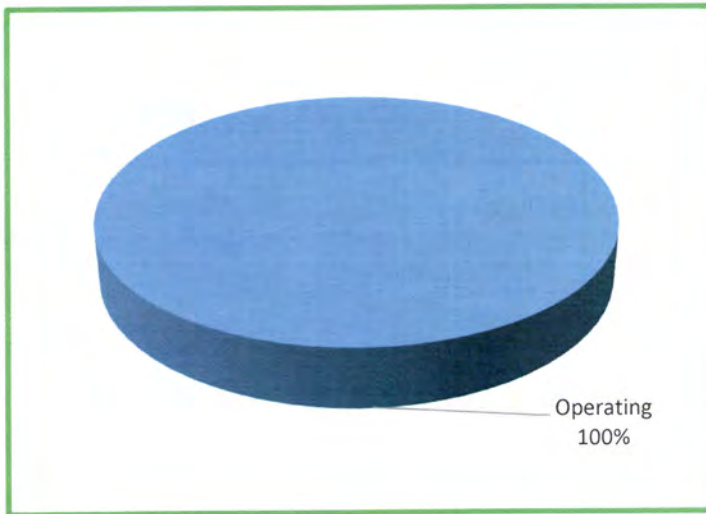


All Special Revenue Funds excluding Consolidated Road and Bridge Fund

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	60,884	60,000	60,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	424	380	380
Other Revenue	36,104	48,120	48,120
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 97,413	\$ 108,500	\$ 108,500
EXPENDITURES			
Personnel	-	-	-
Operating	73,137	108,500	108,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 24,276	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	9,842	34,118	34,118
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 34,118	\$ 34,118	\$ 34,118

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 73,136.67	\$ 108,500.00	\$ 108,500.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 73,136.67	\$ 108,500.00	\$ 108,500.00	



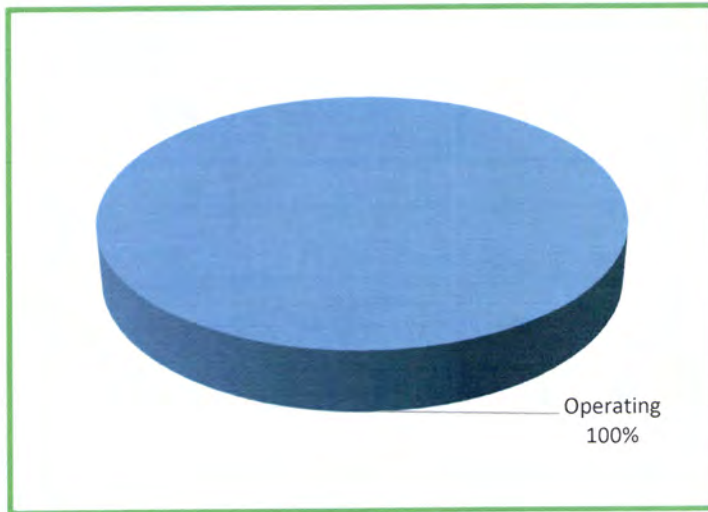
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA CONTRABAND

G/L 163

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	256	135	500
Other Revenue	114,204	76,000	76,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 114,461	\$ 76,135	\$ 76,500
EXPENDITURES			
Personnel	-	-	-
Operating	88,438	76,135	76,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,022	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,455	28,477	28,477
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 28,477	\$ 28,477	\$ 28,477

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 88,438.41	\$ 76,135.00	\$ 76,500.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 88,438.41	\$ 76,135.00	\$ 76,500.00	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA JAG GRANT

G/L 166

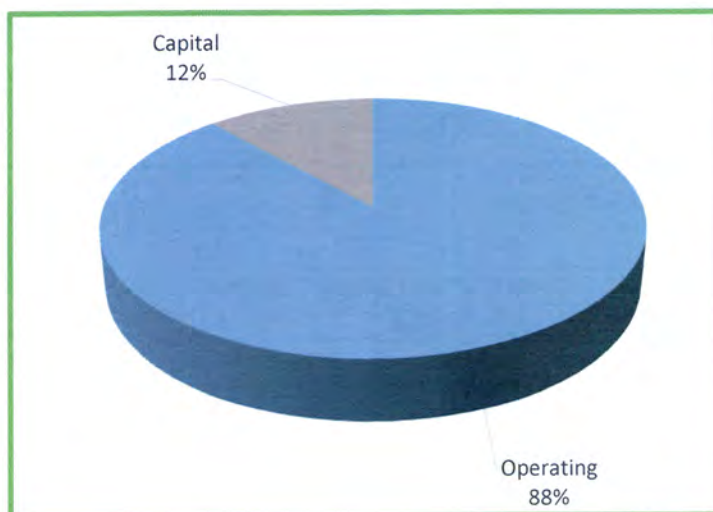
	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	30,583	27,698	171,803
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,295	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 31,878	\$ 27,698	\$ 171,803
EXPENDITURES			
Personnel	-	-	-
Operating	31,878	27,698	151,803
Capital	-	-	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	\$ -	\$ -	\$ -

CDA JAG 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 programs, and planning, evaluation, and technology improvement programs.

Adopted Budget for the Fiscal Year 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 31,877.60	\$ 27,698.00	\$ 151,803.00
Capital	\$ -	\$ -	\$ 20,000.00
Total Budget	\$ 31,877.60	\$ 27,698.00	\$ 171,803.00



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA SPATTF GRANT

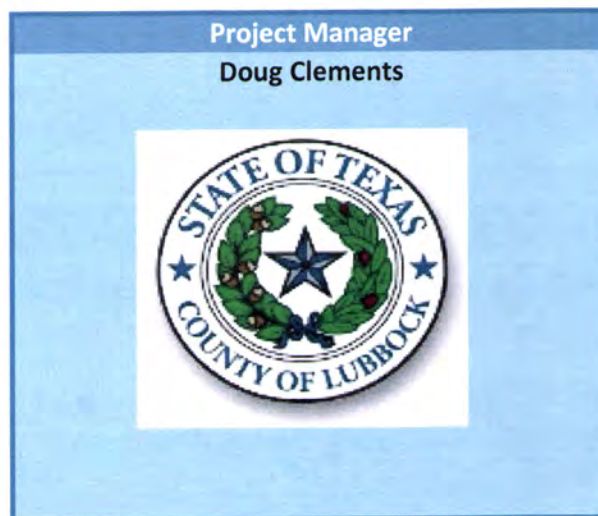
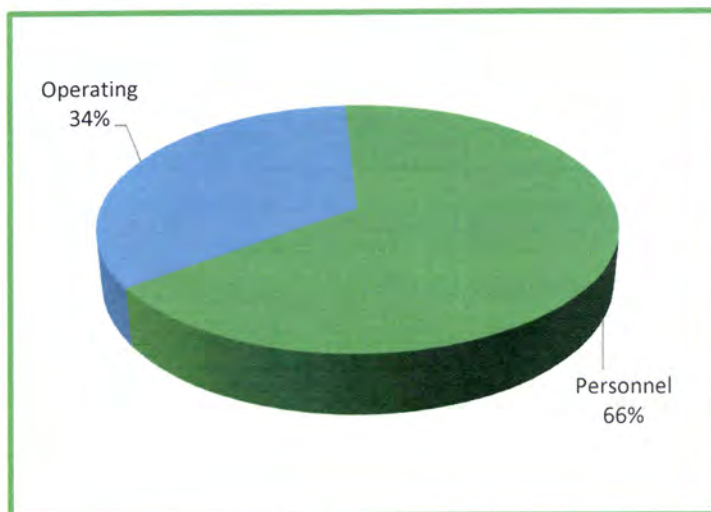
G/L 164

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	404,516	404,523	404,523
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	195,791	139,602	177,217
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	138,020	138,020	142,232
TOTAL REVENUE	\$ 738,327	\$ 682,145	\$ 723,972
EXPENDITURES			
Personnel	466,120	479,815	476,928
Operating	216,057	202,330	247,044
Capital	56,150	-	-
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 466,119.67	\$ 479,815.00	\$ 476,928.00
Operating	\$ 216,057.45	\$ 202,330.00	\$ 247,044.00
Capital	\$ 56,149.84	\$ -	\$ -
Total Budget	\$ 738,326.96	\$ 682,145.00	\$ 723,972.00



Major Accomplishments in 2019:

- The South Plains Auto Theft Task Force met all ABTPA goals, strategies, and activities for FY18 and projected to accomplish all goals, strategies, and activities for FY19.
- Replaced electronic surveillance equipment that was due to be obsolete this year.

Goals for 2020:

- The Task Force has submitted both a Continued and a Modified Grant Application to ABTPA for FY20 funding.
- Bring the Task Force personnel's salary more in line with that of the Criminal District Attorney's investigators. Although Task Force investigators are CDA investigators, they are currently paid far below CDA and Sheriff Department investigators. This, as a result of several years of being unsuccessful in obtaining additional grant funding from ABTPA for COLA increases.
- Increase staff by two additional investigators to combat the substantial increase in vehicle thefts, vehicle burglaries, and other vehicle crimes.
- The Task Force has an aging fleet and will need to purchase a replacement vehicle.

Staff by Classification	FY18	FY19	FY20
Administrative	1	1	1
Public Safety	4	4	4
Clerical	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA VOCA VICTIM ADVOCACY GRANT

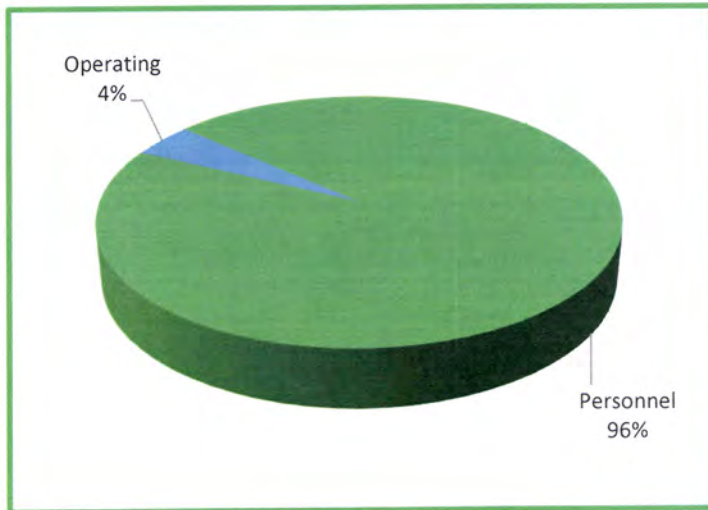
G/L 171

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	87,316	118,453	216,946
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	21,829	29,613	54,236
TOTAL REVENUE	\$ 109,145	\$ 148,066	\$ 271,182
EXPENDITURES			
Personnel	107,521	133,880	259,182
Operating	1,624	14,186	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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 107,520.65	\$ 133,880.00	\$ 259,182.00
Operating	\$ 1,624.07	\$ 14,186.00	\$ 12,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 109,144.72	\$ 148,066.00	\$ 271,182.00



Elected Official
Sunshine Stanek

Staff by Classification	FY18	FY19	FY20
Clerical	2	2	2

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CHILD ABUSE PREVENTION

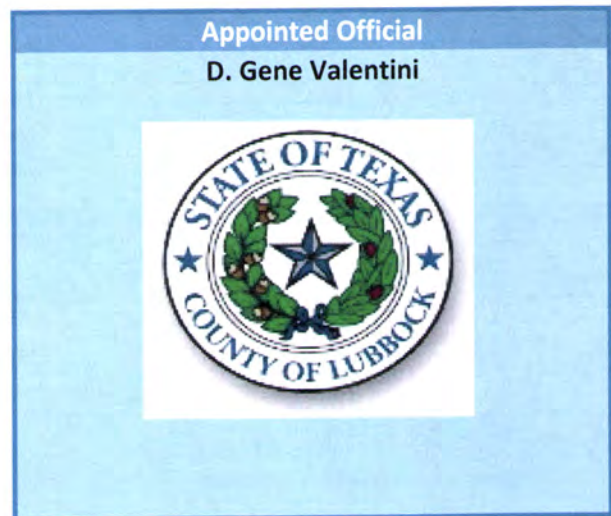
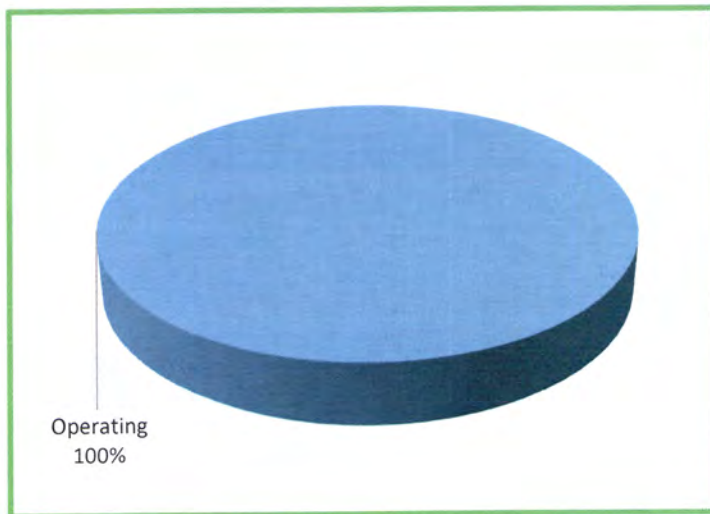
G/L 097

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	105	400	400
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	53	25	25
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 158	\$ 425	\$ 425
EXPENDITURES			
Personnel	-	-	-
Operating	-	425	425
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 158	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,981	3,139	3,139
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,139	\$ 3,139	\$ 3,139

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 2019-2020

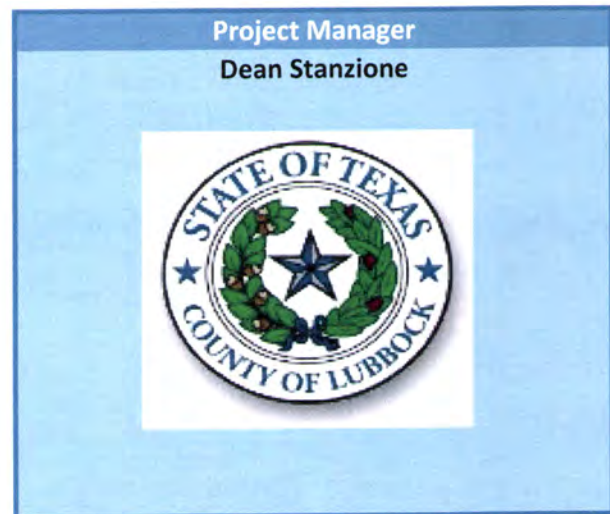
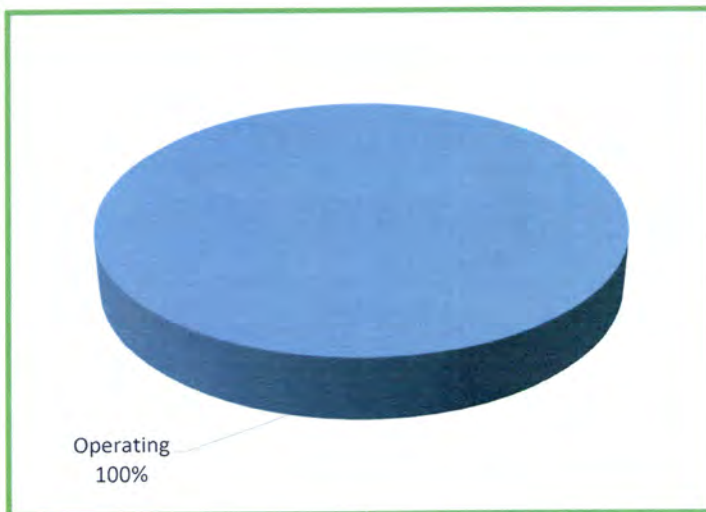
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 425.00	\$ 425.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ 425.00	\$ 425.00



	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	17,765	48,991	48,991
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 17,765	\$ 48,991	\$ 48,991
EXPENDITURES			
Personnel	-	-	-
Operating	17,765	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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 17,765.27	\$ 48,991.00	\$ 48,991.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 17,765.27	\$ 48,991.00	\$ 48,991.00	



Major Accomplishments in 2019:

- The Re-Entry team utilizes technology and case management software to be more efficient, track progress of participants, and report to state agencies as required.
- Veda Wright, the Specialty Court Coordinator, received the Mary Covington Outstanding Specialty Court Team Member Award presented for "demonstrating passion for the specialty courts team, clients, and recovery."

Goals for 2020:

- The Drug Court will continue to provide services to rehabilitate offenders and reduce recidivism.
- The Drug Court will continue educating their team in best practices by providing training opportunities both in-state and out-of-state.

Performance Measures	FY17	FY18	FY19
Number of Graduates	10	9	N/A

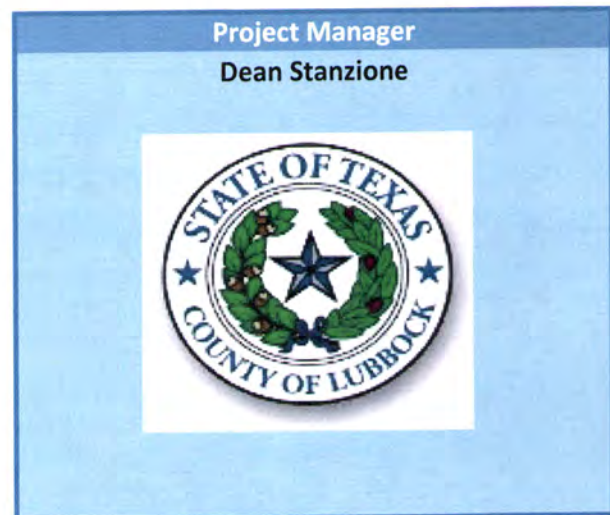
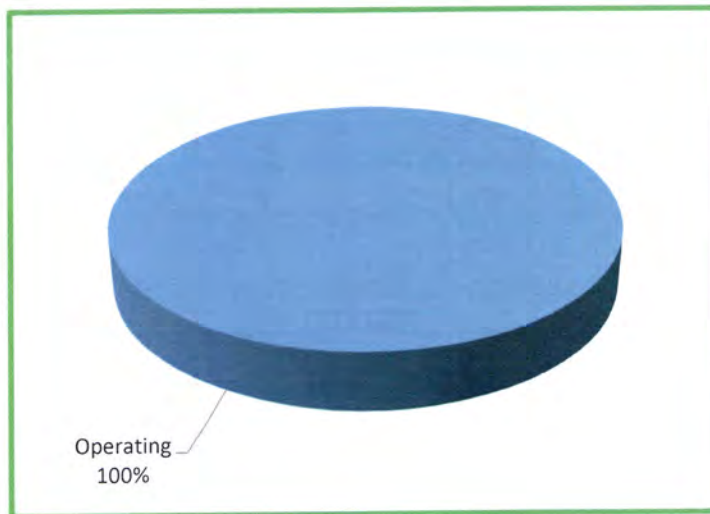
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD DWI COURT GRANT

G/L 067

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	21,810	36,612	36,612
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 21,810	\$ 36,612	\$ 36,612
EXPENDITURES			
Personnel	-	-	-
Operating	21,810	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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 21,809.67	\$ 36,612.00	\$ 36,612.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 21,809.67	\$ 36,612.00	\$ 36,612.00	



Major Accomplishments in 2019:

- The Re-Entry team utilizes technology and case management software to be more efficient, track progress of participants, and report to state agencies as required.
- Veda Wright, the Specialty Court Coordinator, received the Mary Covington Outstanding Specialty Court Team Member Award presented for "demonstrating passion for the specialty courts team, clients, and recovery."

Goals for 2020:

- The DWI Court will continue to provide services to rehabilitate offenders and reduce recidivism.
- The DWI Court will continue educating their team in best practices by providing training opportunities both in-state and out-of-state.

Performance Measures	FY17	FY18	FY19
Number of Graduates	8	10	N/A

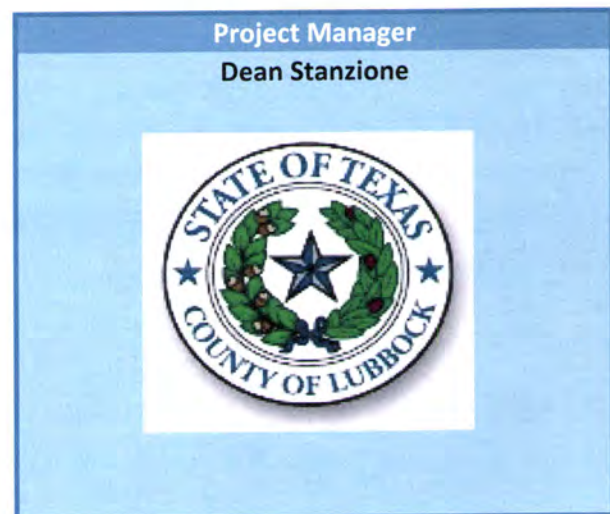
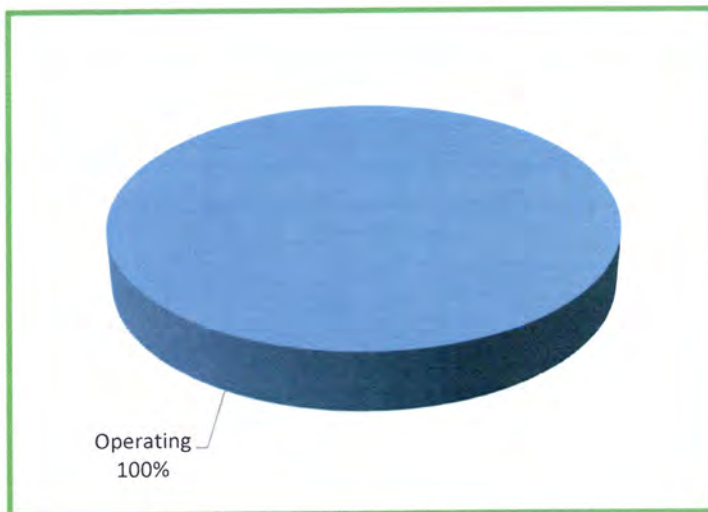
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD RE ENTRY DRUG COURT GRANT

G/L 066

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	23,775	40,953	40,953
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 23,775	\$ 40,953	\$ 40,953
EXPENDITURES			
Personnel	-	-	-
Operating	23,775	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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 23,775.46	\$ 40,953.00	\$ 40,953.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 23,775.46	\$ 40,953.00	\$ 40,953.00	



Major Accomplishments in 2019:

- The Re-Entry team utilizes technology and case management software to be more efficient, track progress of participants, and report to state agencies as required.
- Veda Wright, the Specialty Court Coordinator, received the Mary Covington Outstanding Specialty Court Team Member Award presented for "demonstrating passion for the specialty courts team, clients, and recovery."

Goals for 2020:

- The Re-Entry Court will continue to provide services to rehabilitate offenders and reduce recidivism.
- The Re-Entry Court will continue educating their team in best practices by providing training opportunities both in-state and out-of-state.

Performance Measures	FY17	FY18	FY19
Number of Graduates	35	44	N/A

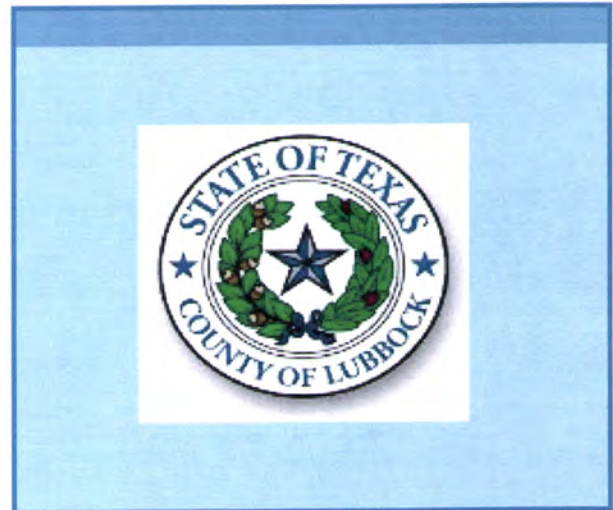
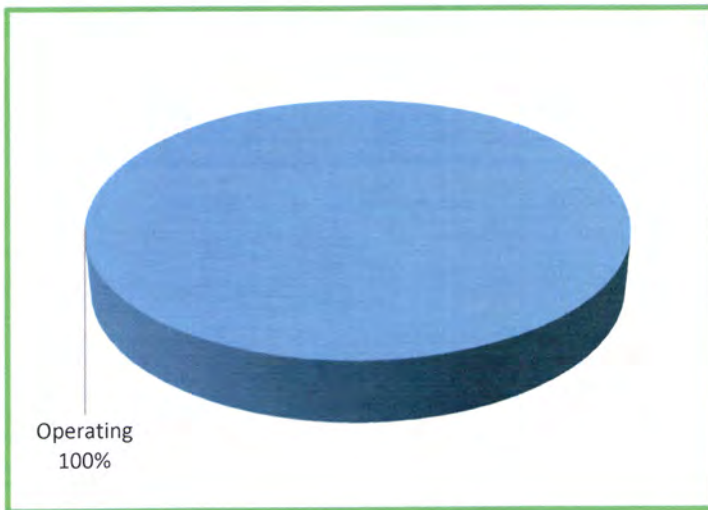
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COMMUNITY/ECONOMIC DEVELOPMENT PROGRAM

G/L 105

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	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
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	139,423
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	\$ -	\$ -	\$ -

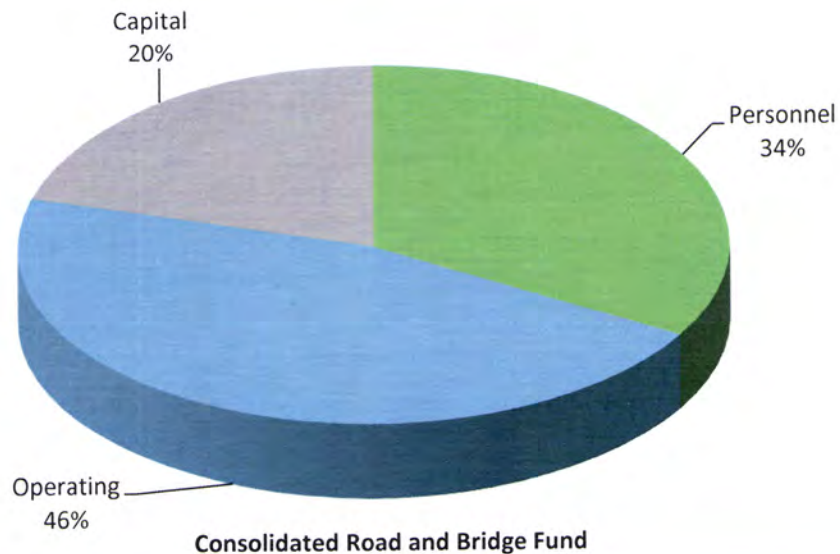
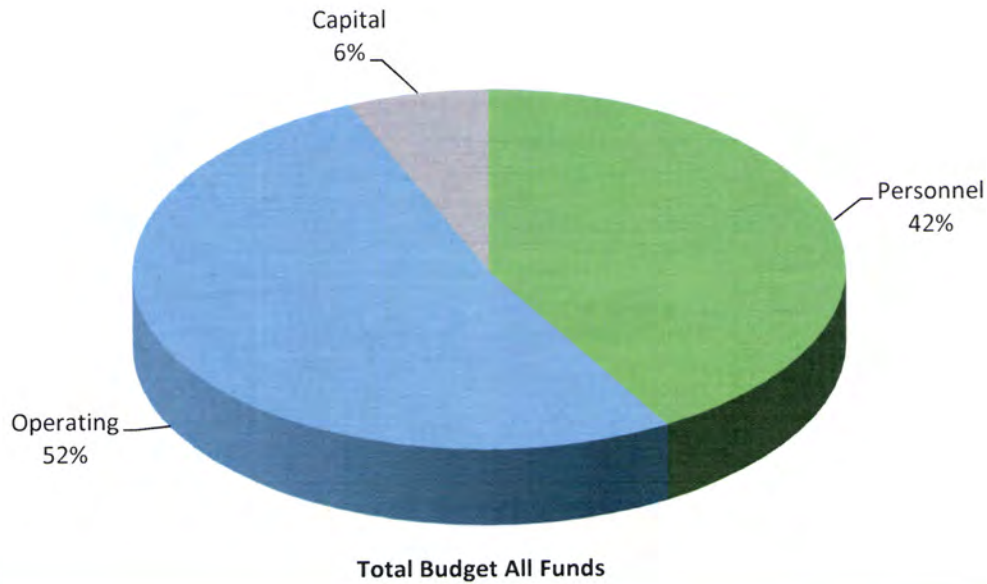
The community Economic Development Program Fund receives funds appropriated by the state legislature per LGC 381.004. These funds may be used for specific purposes to stimulate business and commercial activity including the encouragement, promotion, improvement, and application of the arts.

Adopted Budget for the Fiscal Year 2016-2017				
	FY18 Actual		FY19 Estimates	
				FY 20 Budget
Personnel	\$	-	\$	-
Operating	\$	-	\$	139,423.00
Capital	\$	-	\$	-
Total Budget	\$	-	\$	139,423.00



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

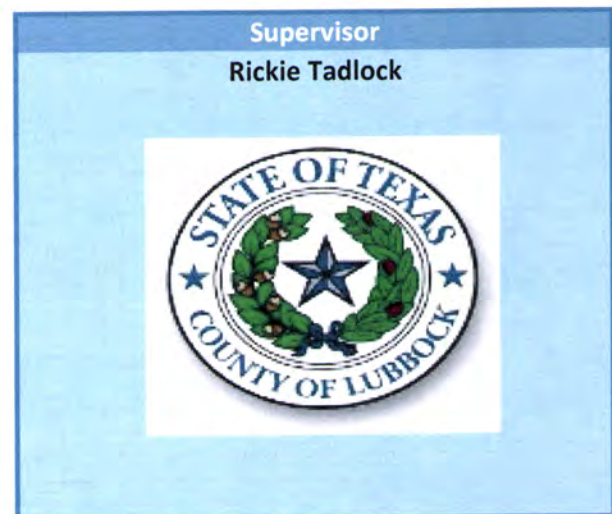
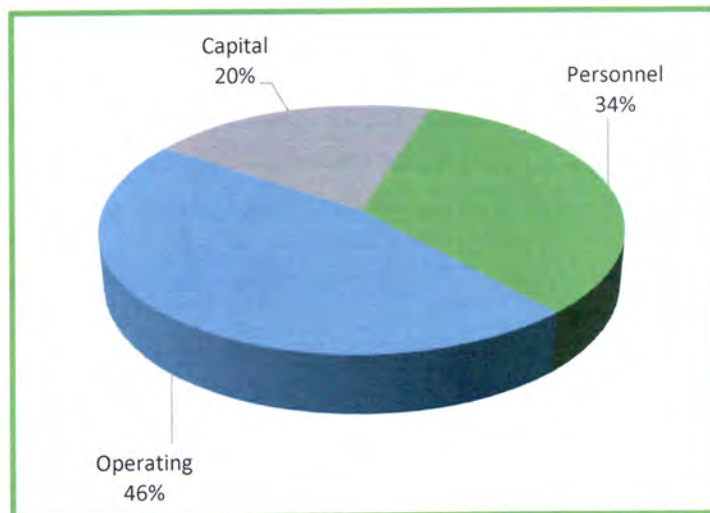
G/L 020

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	548,187	415,000	412,500
Fees	-	-	-
Commissions	-	-	-
Charges for Service	2,173,113	2,757,000	2,750,000
Fines/Forfeitures	-	-	-
Interest	21,591	14,000	60,000
Other Revenue	340,539	259,500	348,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	3,033,648	5,228,943	5,413,381
TOTAL REVENUE	\$ 6,117,078	\$ 8,674,443	\$ 8,983,881
EXPENDITURES			
Personnel	2,749,220	3,038,943	3,278,520
Operating	3,017,029	4,252,300	4,487,131
Capital	1,349,525	879,917	2,002,900
OTHER SOURCES (USES)			
Transfers out	-	-	669
NET REVENUE (EXPENDITURES)	\$ (998,696)	\$ 503,283	\$ (785,339)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,031,380	2,032,684	2,535,967
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,032,684	\$ 2,535,967	\$ 1,750,628

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 2,749,220.06	\$ 3,038,943.00	\$ 3,278,520.00
Operating	\$ 3,017,029.06	\$ 4,252,300.00	\$ 4,487,800.00
Capital	\$ 1,349,525.23	\$ 879,917.00	\$ 2,002,900.00
Total Budget	\$ 7,115,774.35	\$ 8,171,160.00	\$ 9,769,220.00



Major Accomplishments in 2019:

- The department is maintaining under 150 open work orders in the Iworq system.
- Reestablished drainage in multiple intersections throughout the county, which improved road conditions and public safety.
- The average completion time for an open work has been decreased by 33%.

Goals for 2020:

- Completing all in-house Tier 1 road projects listed in the road bond.
- Create a fully automated and integrated system for County permits.
- Increase department training to improve overall staff competency in operating heavy equipment.

Performance Measures	FY17	FY18	FY19
Work Orders Completed	1,637	1,385	N/A
Miles of County Road Maintained	1,174	1,122	N/A
Miles of Road Calched	N/A	94	N/A
Miles of Road Seal Coated	152	0	N/A

Staff by Classification	FY18	FY19	FY20
Clerical	3	3	3
Trades & Technical	45	45	46

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY AND DISTRICT COURT TECHNOLOGY

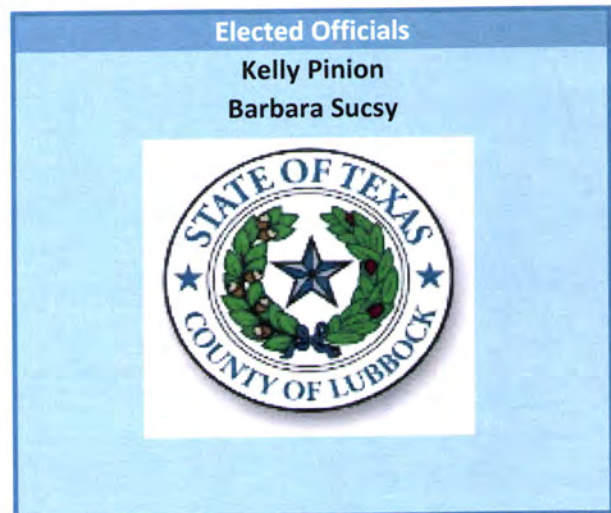
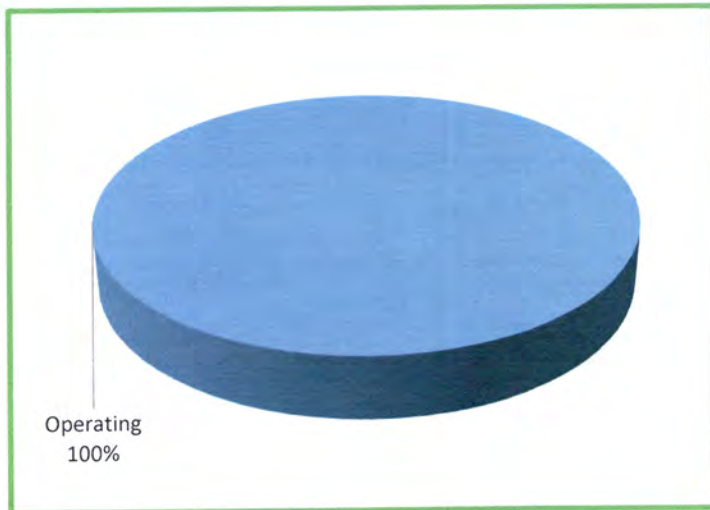
G/L 099

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	5,682	6,100	6,100
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,080	500	750
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 6,762	\$ 6,600	\$ 6,850
EXPENDITURES			
Personnel	-	-	-
Operating	-	8,900	6,850
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 6,762	\$ (2,300)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	57,829	64,591	62,291
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 64,591	\$ 62,291	\$ 62,291

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 8,900.00	\$ 6,850.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ 8,900.00	\$ 6,850.00



Major Accomplishments in 2019:

- Continued to collect the underlying criminal court cost of \$4 per conviction.

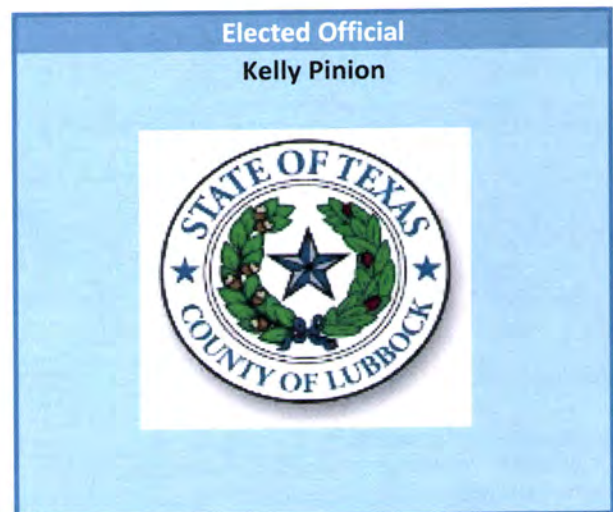
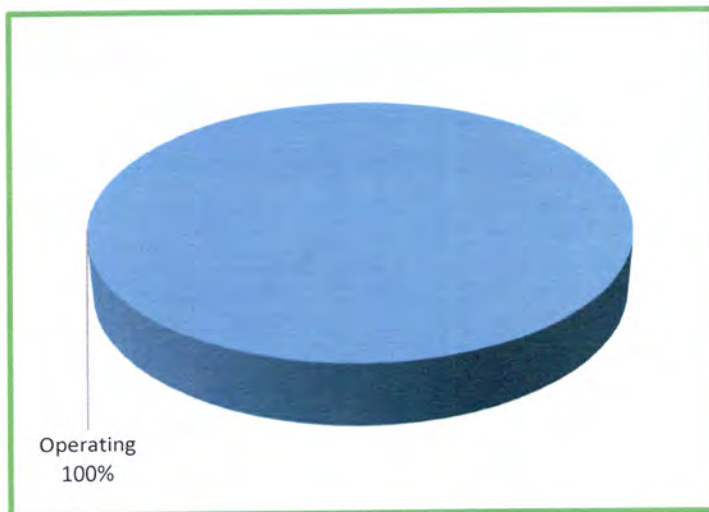
Goals for 2020:

- Use funds available to purchase three Fujitsu Scansnap IX500 scanners to facilitate the e-filing process.
- Continue to save this fee until it can be used for purchases to enhance court processes, which purchases are generally more costly than the revenue income this fee generates.

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	515,190	543,000	550,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	42,919	20,000	30,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 558,109	\$ 563,000	\$ 580,000
EXPENDITURES			
Personnel	-	-	-
Operating	70,231	120,814	1,465,000
Capital	-	250,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 487,878	\$ 192,186	\$ (885,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,118,027	2,605,905	2,798,091
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,605,905	\$ 2,798,091	\$ 1,913,091

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 70,230.84	\$ 120,814.00	\$ 1,465,000.00	
Capital	\$ -	\$ 250,000.00	\$ -	
Total Budget	\$ 70,230.84	\$ 370,814.00	\$ 1,465,000.00	



Major Accomplishments in 2019:

- Preserved and recreated 10 damaged books.
- Downloaded additional document images into current database.
- Continued indexing historical documents and Commissioner's Court minutes.

Goals for 2020:

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

Performance Measures	FY17	FY18	FY19
Number of Books Restored	22	10	N/A
Volumes of Records Restored	4	11	N/A

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

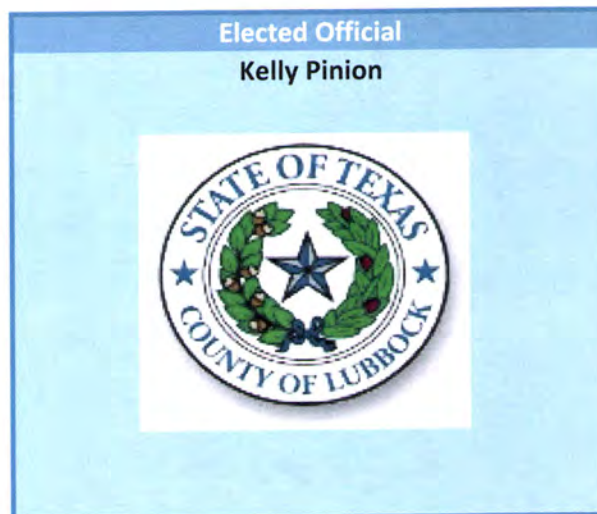
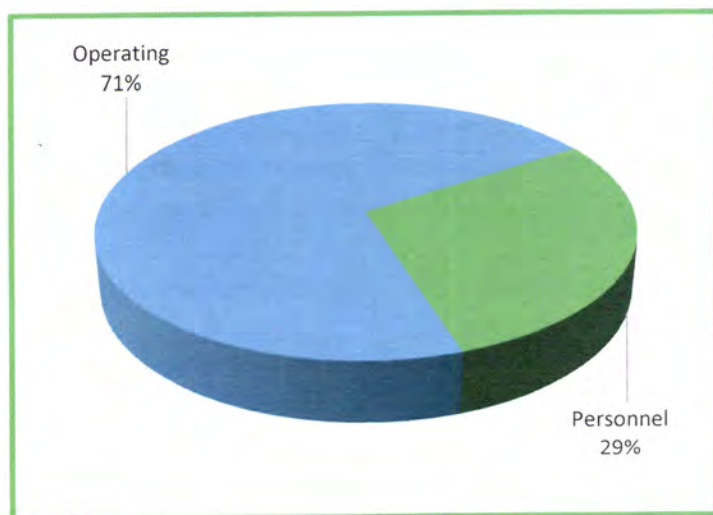
G/L 091

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	517,982	545,725	545,725
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	57,279	27,200	40,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 575,261	\$ 572,925	\$ 585,725
EXPENDITURES			
Personnel	73,888	166,653	169,403
Operating	54,833	530,176	416,322
Capital	41,292	550,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 405,247	\$ (673,904)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,043,816	3,449,063	2,775,159
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,449,063	\$ 2,775,159	\$ 2,775,159

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 73,888.07	\$ 166,653.00	\$ 169,403.00
Operating	\$ 54,833.11	\$ 530,176.00	\$ 416,322.00
Capital	\$ 41,292.48	\$ 550,000.00	\$ -
Total Budget	\$ 170,013.66	\$ 1,246,829.00	\$ 585,725.00



Major Accomplishments in 2019:

- Increased digital data base by continued back indexing of historical documents.
- Identified records meeting retention requirements and disposing of by statute.

Goals for 2020:

- 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	FY18	FY19	FY20
Clerical	2	2	2
Regular Part-Time	1	1	1

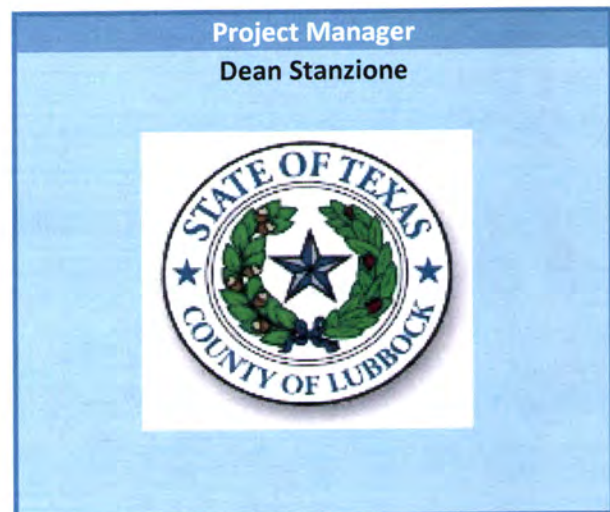
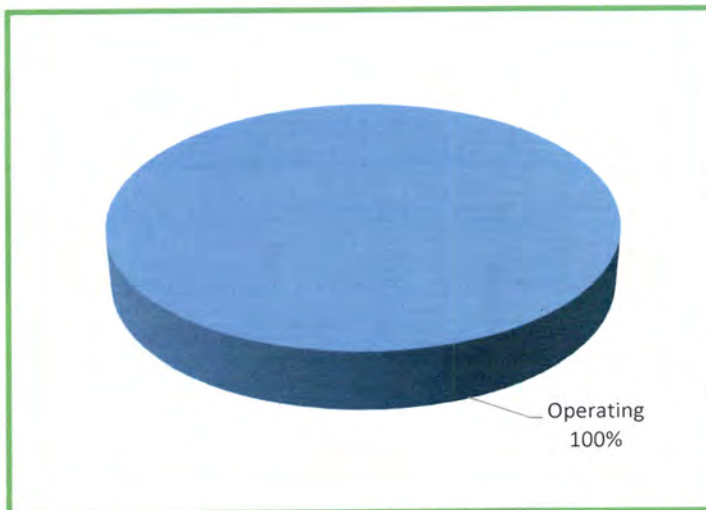
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY DRUG COURT COURT COST

G/L 074

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	26,190	20,000	20,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,703	1,700	1,700
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 29,892	\$ 21,700	\$ 21,700
EXPENDITURES			
Personnel	-	-	-
Operating	3,482	38,740	38,740
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,410	\$ (17,040)	\$ (17,040)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	193,743	220,153	203,113
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 220,153	\$ 203,113	\$ 186,073

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 3,482.43	\$ 38,740.00	\$ 38,740.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 3,482.43	\$ 38,740.00	\$ 38,740.00	



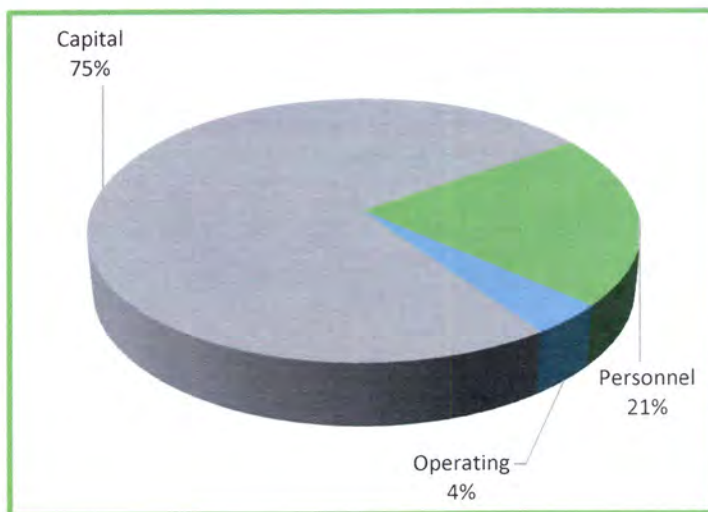
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY RECORDS MGT AND PRESERVATION

G/L 092

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	65,177	69,400	58,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	9,114	5,000	6,000
Other Revenue	29	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 74,321	\$ 74,400	\$ 64,000
EXPENDITURES			
Personnel	57,902	67,676	69,948
Operating	2,604	13,000	13,000
Capital	-	75,000	250,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 13,814	\$ (81,276)	\$ (268,948)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	523,010	536,824	455,548
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 536,824	\$ 455,548	\$ 186,600

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ 57,901.97	\$ 67,676.00	\$ 69,948.00	
Operating	\$ 2,604.42	\$ 13,000.00	\$ 13,000.00	
Capital	\$ -	\$ 75,000.00	\$ 250,000.00	
Total Budget	\$ 60,506.39	\$ 155,676.00	\$ 332,948.00	



Major Accomplishments in 2019:

- Continued scheduled work days with department to transfer record series from record boxes and file cabinets into newly installed open-shelf filing system.
- Scanned in inventory sheets of all records inventoried by the Historical Commission volunteers.
- Created an information binder for the position of Central Archivist/Records Manager.
- Provided records management orientations for all newly elected officials.

Goals for 2020:

- 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 individual departments on specific records management issues.
- Continue working with IT and individual departments on electronic records issues.
- Work with the Records Management Committee on developing the Records Management Plan.

Performance Measures	FY17	FY18	FY19
Records Requests	160	203	N/A
Number of Boxes of Records	3,631	3,638	N/A
Cubic Feet of Records Destroyed	581	487	N/A
Number of CDs/DVDs Destroyed	2,241	0	N/A
Staff by Classification	FY18	FY19	FY20
Professional	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COURT RECORD PRESERVATION

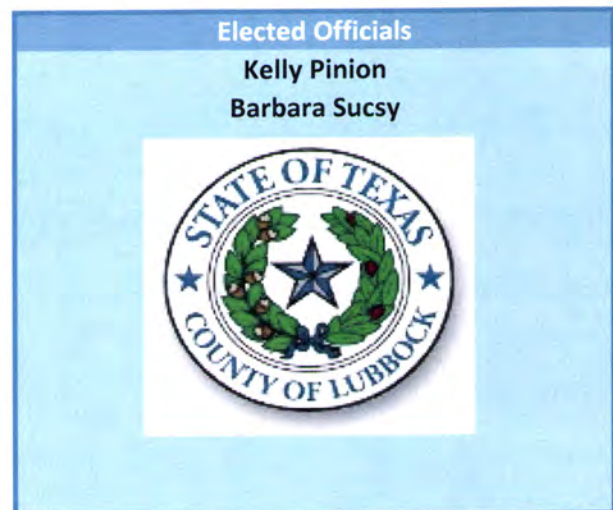
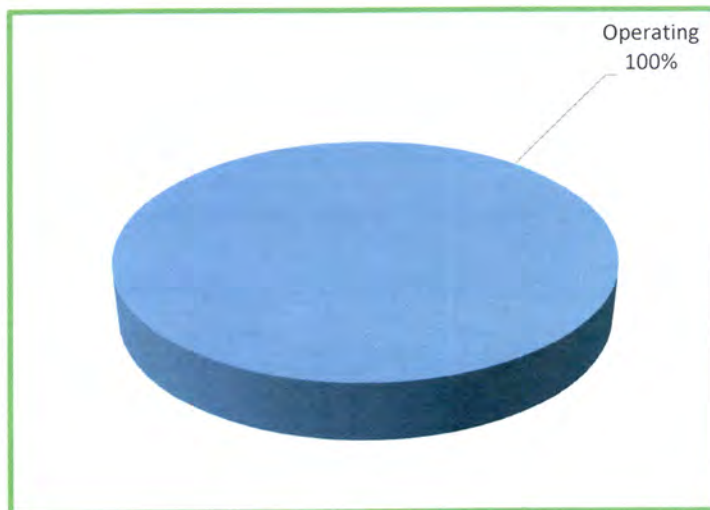
G/L 094

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	48,703	48,000	48,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,463	2,000	2,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 53,167	\$ 50,000	\$ 50,500
EXPENDITURES			
Personnel	-	-	-
Operating	20,735	50,000	50,500
Capital	-	75,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 32,432	\$ (75,000)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	225,538	257,970	182,970
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 257,970	\$ 182,970	\$ 182,970

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 20,735.00	\$ 50,000.00	\$ 50,500.00
Capital	\$ -	\$ 75,000.00	\$ -
Total Budget	\$ 20,735.00	\$ 125,000.00	\$ 50,500.00



Major Accomplishments in 2019:

- 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.

Goals for 2020:

- 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.

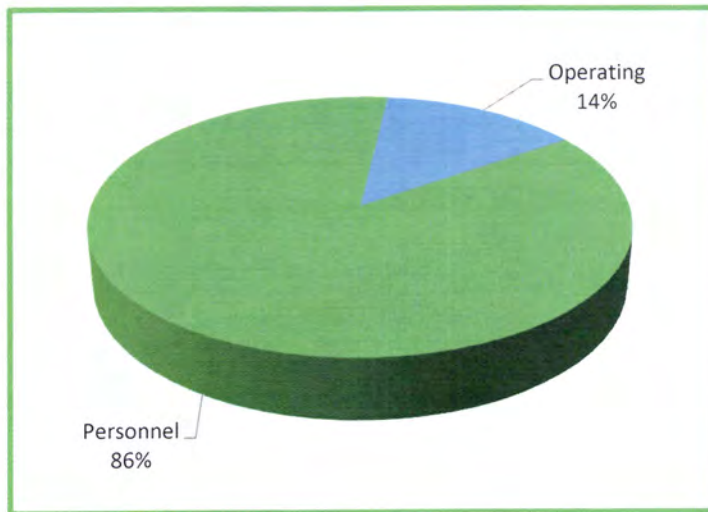
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COURTHOUSE SECURITY

G/L 093

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	104,634	110,000	110,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	52	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 104,686	\$ 110,000	\$ 110,000
EXPENDITURES			
Personnel	91,796	94,956	94,956
Operating	13,381	15,044	15,044
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	4,694	4,694	4,694
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 4,694	\$ 4,694	\$ 4,694

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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 91,795.72	\$ 94,956.00	\$ 94,956.00
Operating	\$ 13,380.86	\$ 15,044.00	\$ 15,044.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 105,176.58	\$ 110,000.00	\$ 110,000.00



Staff by Classification	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
Public Safety	3	3	3

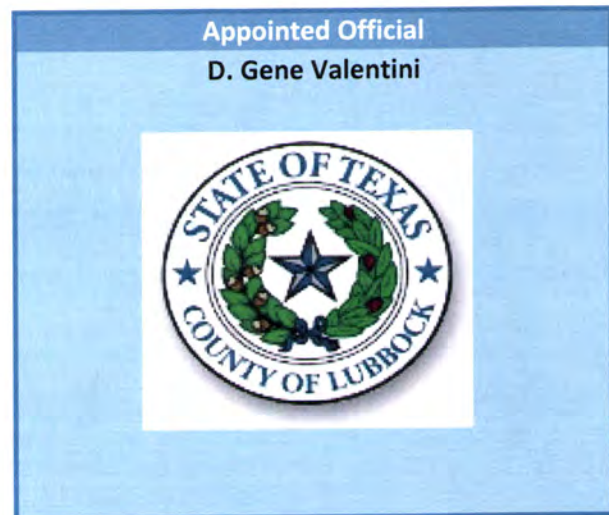
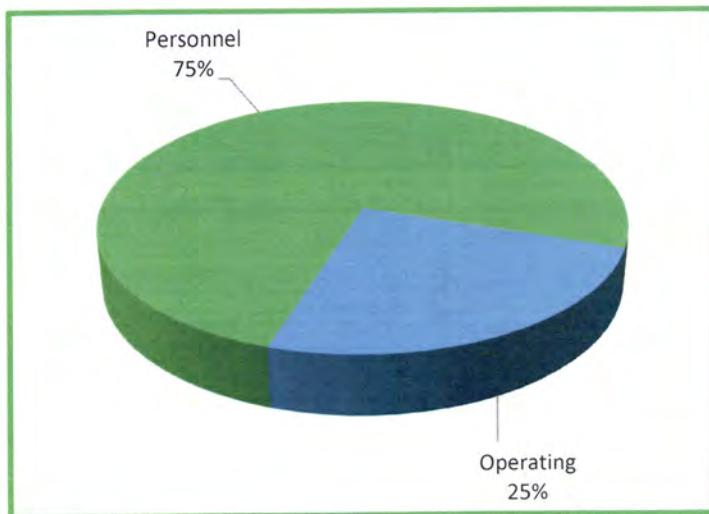
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISPUTE RESOLUTION

G/L 075

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	310,873	328,600	334,900
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 310,873	\$ 328,600	\$ 334,900
EXPENDITURES			
Personnel	212,679	191,430	251,798
Operating	92,750	137,170	83,102
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 5,445	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	30,298	35,742	35,742
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 35,742	\$ 35,742	\$ 35,742

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 2019-2020			
	FY18 Actual	FY19 Estimates	FY 20 Budget
Personnel	\$ 212,678.70	\$ 191,430.00	\$ 251,798.00
Operating	\$ 92,749.87	\$ 137,170.00	\$ 83,102.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 305,428.57	\$ 328,600.00	\$ 334,900.00



Major Accomplishments in 2019:

- Completed implementation of Juvenile Case Manager, through Juvenile Probation.
- Article written and published in the National Association for Court Management's Court Manager about Lubbock County's ADR System.
- Initiated State's first Guardianship Mediation Training in collaboration with Texas Guardianship Association.

Goals for 2020:

- Expand state agency utilization of ADR with ODR in accordance with Texas Government Code Chapter 2009.
- Refine mediation services for juveniles.
- Assist with development of Veterans' Court services.

Performance Measures	FY17	FY18	FY19
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	FY18	FY19	FY20
Appointed	1	1	1
Professional	1	1	1
Clerical	1	1	1

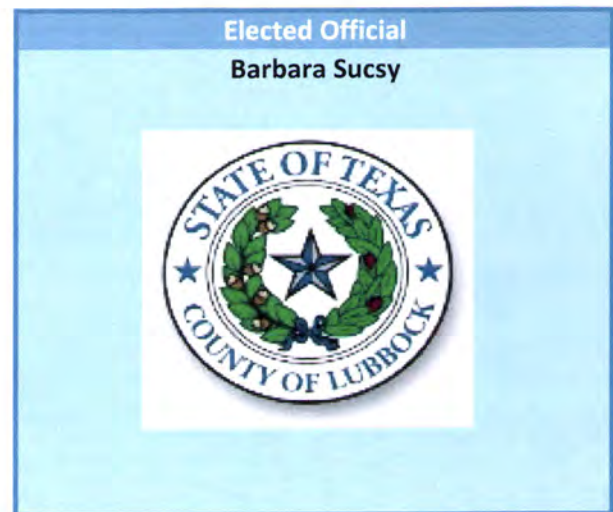
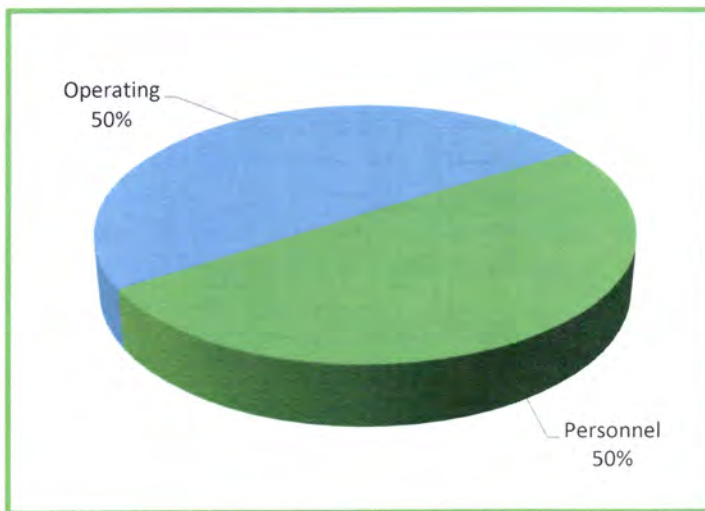
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT CLERK RECORDS MGT AND PRESERVATION

G/L 090

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	18,808	19,715	18,800
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,234	600	600
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 20,042	\$ 20,315	\$ 19,400
EXPENDITURES			
Personnel	8,597	4,492	22,251
Operating	8,199	14,278	22,450
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 3,247	\$ 1,545	\$ (25,301)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	70,559	73,806	75,351
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 73,806	\$ 75,351	\$ 50,050

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ 8,596.65	\$ 4,492.00	\$ 22,251.00	
Operating	\$ 8,198.67	\$ 14,278.00	\$ 22,450.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 16,795.32	\$ 18,770.00	\$ 44,701.00	



Major Accomplishments in 2019:

- 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 2020:

- 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.

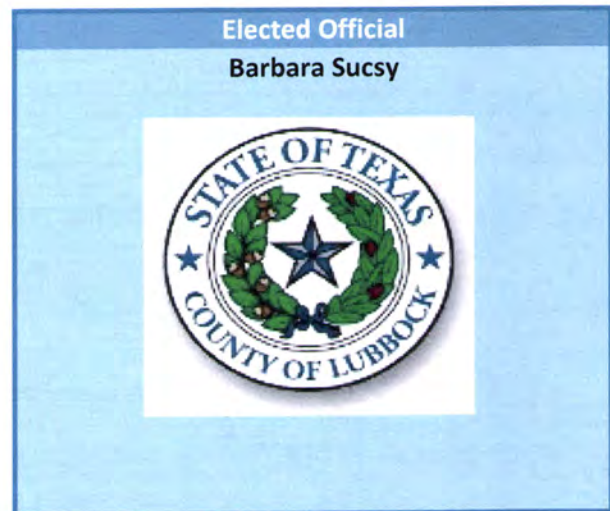
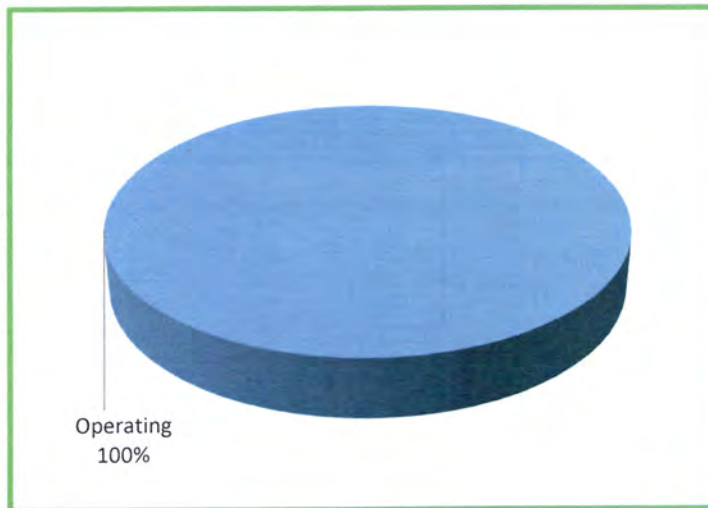
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT COURT RECORD TECHNOLOGY

G/L 102

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	35,154	33,086	32,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,189	1,771	1,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 37,343	\$ 34,857	\$ 33,500
EXPENDITURES			
Personnel	-	-	-
Operating	16,735	21,000	101,600
Capital	-	25,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 20,607	\$ (11,143)	\$ (68,100)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	105,518	126,125	114,982
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 126,125	\$ 114,982	\$ 46,882

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 16,735.05	\$ 21,000.00	\$ 101,600.00	
Capital	\$ -	\$ 25,000.00	\$ -	
Total Budget	\$ 16,735.05	\$ 46,000.00	\$ 101,600.00	



Major Accomplishments in 2019:

- 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 2020:

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

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DOMESTIC RELATIONS OFFICE

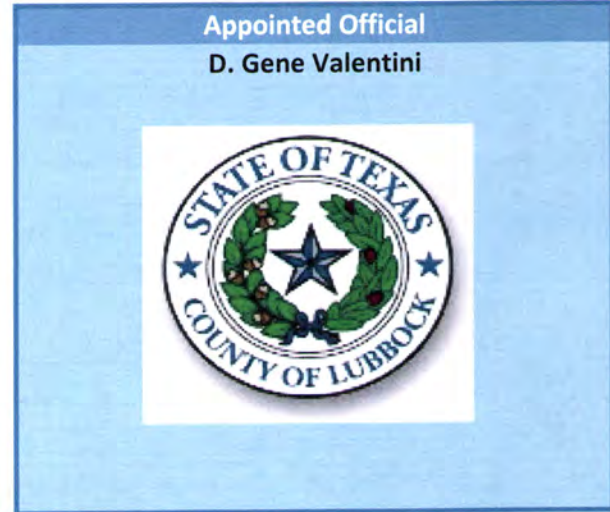
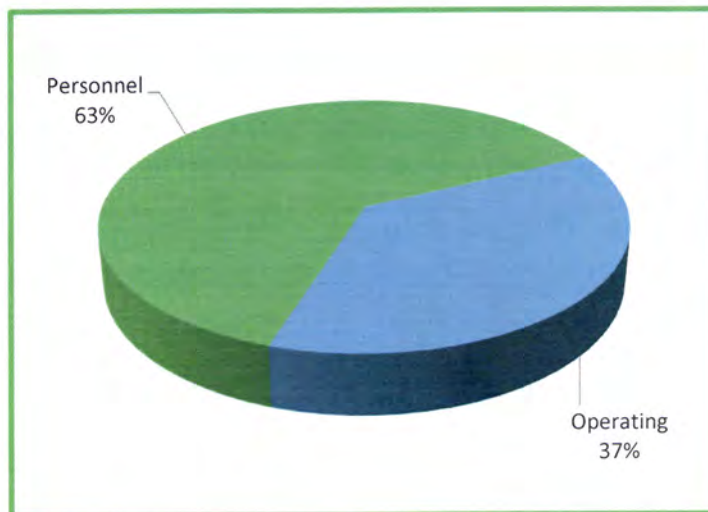
G/L 077

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	192,128	211,600	213,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 192,128	\$ 211,600	\$ 213,000
EXPENDITURES			
Personnel	141,187	137,080	134,080
Operating	74,692	74,520	78,920
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (23,750)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	29,346	5,596	5,596
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,596	\$ 5,596	\$ 5,596

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 141,186.78	\$ 137,080.00	\$ 134,080.00
Operating	\$ 74,691.60	\$ 74,520.00	\$ 78,920.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 215,878.38	\$ 211,600.00	\$ 213,000.00



Major Accomplishments in 2019:

- Successfully hosted the annual conference for Texas Association of Domestic Relations Offices.
- Addition of access and visitation mediation in OAG child support orders for Lubbock County.
- OAG contract for Community Supervision services renewed for next fiscal year.

Goals for 2020:

- Increase collection percentage average on Community Supervision to 80%.
- Obtain funding from OAG's Family Trust Fund for additional services.
- Negotiate new contract with the Office of the Attorney General for Community Supervision services.

Staff by Classification	FY18	FY19	FY20
Clerical	3	3	3

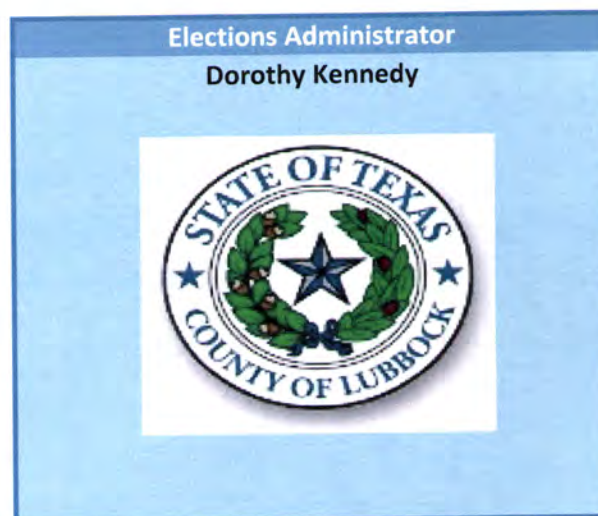
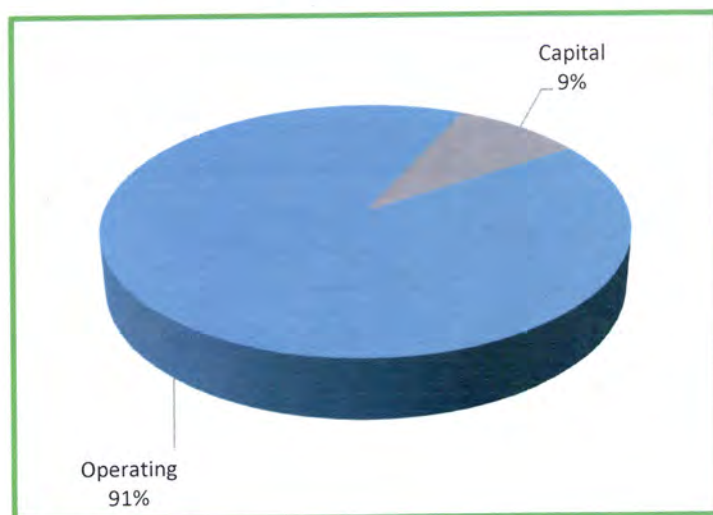
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION ADMINISTRATION

G/L 085

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	39,347	112,500	67,700
Fines/Forfeitures	-	-	-
Interest	2,742	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 42,089	\$ 112,500	\$ 67,700
EXPENDITURES			
Personnel	-	-	-
Operating	24,000	112,500	61,500
Capital	-	-	6,200
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 18,089	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	186,375	204,464	204,464
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 204,464	\$ 204,464	\$ 204,464

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 2019-2020			
	FY18 Actual	FY19 Estimates	FY 20 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 24,000.00	\$ 112,500.00	\$ 61,500.00
Capital	\$ -	\$ -	\$ 6,200.00
Total Budget	\$ 24,000.00	\$ 112,500.00	\$ 67,700.00



Major Accomplishments in 2019:

- 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 2020:

- Continue using funds from this account to maintain Elections Department website and all items associated with it.
- The Elections Office needs to use funds from the 10% Election Administration Fee to purchase two new color printers. One of these new printers will allow us to print 11x17 color maps for public, candidates, and redistricting discussions. The other color printer will be used in the warehouse for all the forms that must go in the election supply boxes.
- Use funds to help fund travel for continuing education classes and conferences to achieve and maintain staff's CERA certifications.

Performance Measures	FY17	FY18	FY19
Number of Contracts	11	15	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.

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION EQUIPMENT

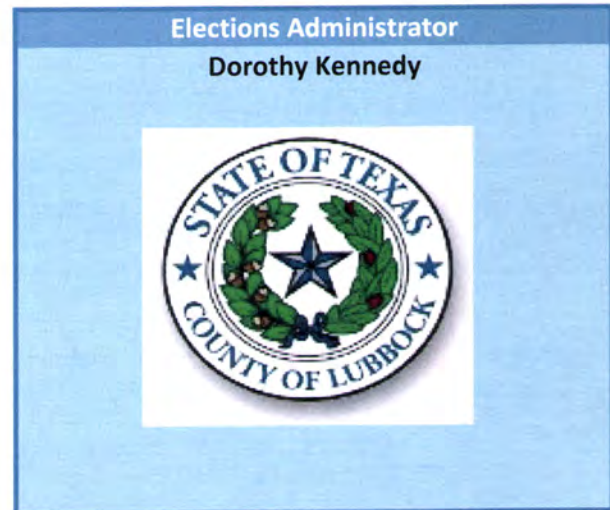
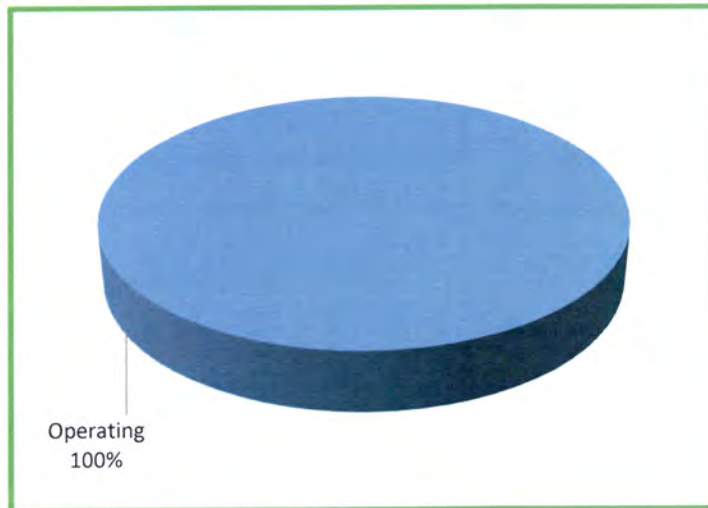
G/L 086

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	77,057	79,500	79,500
Fines/Forfeitures	-	-	-
Interest	5,359	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 82,415	\$ 79,500	\$ 79,500
EXPENDITURES			
Personnel	-	-	-
Operating	-	79,500	79,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 82,415	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	308,686	391,101	391,101
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 391,101	\$ 391,101	\$ 391,101

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 79,500.00	\$ 79,500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ 79,500.00	\$ 79,500.00



Major Accomplishments in 2019:

- Continue collecting funds for rental of new election equipment for future election equipment purchases.

Goals for 2020:

- Continue accruing these funds for future electronic election equipment purchases.
- To be able to use some of these funds for an Extended Warranty for the Hart Verity election equipment.
- Evaluate raising the rental fee of the election equipment.

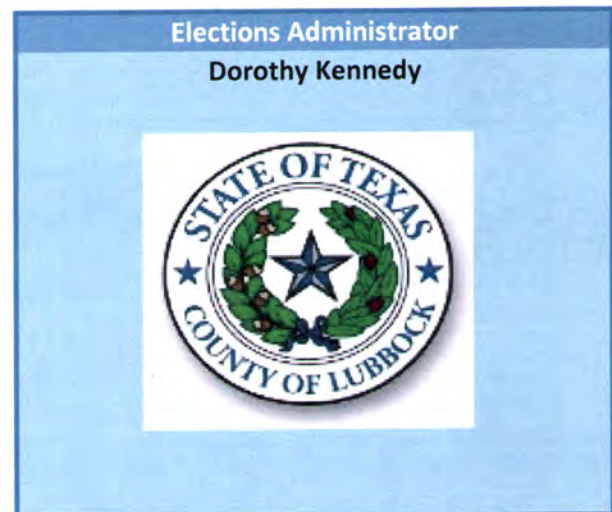
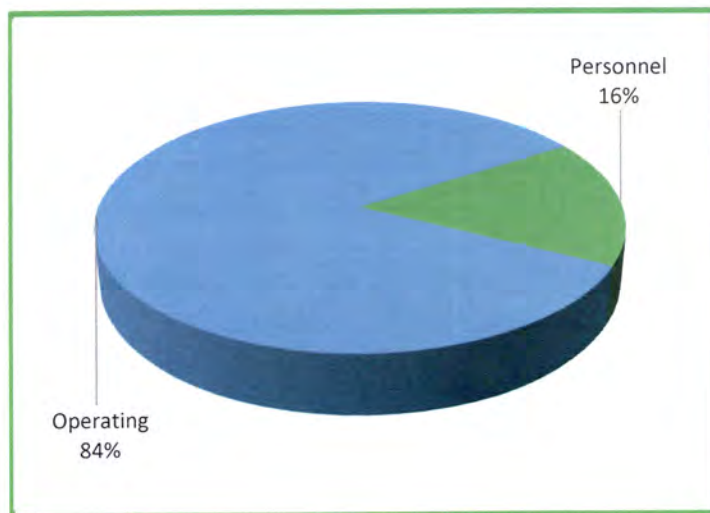
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION SERVICES

G/L 083

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	319,766	744,775	769,775
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 319,766	\$ 744,775	\$ 769,775
EXPENDITURES			
Personnel	90,473	125,775	126,258
Operating	229,293	619,000	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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 90,472.55	\$ 125,775.00	\$ 126,258.00
Operating	\$ 229,293.16	\$ 619,000.00	\$ 643,517.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 319,765.71	\$ 744,775.00	\$ 769,775.00



Major Accomplishments in 2019:

- Successfully conducted record breaking November 2018 Gubernatorial General Election which included the Venue Tax Special Election and both Lubbock County Water Districts' General Elections. We also conducted a successful May county-wide Bond Special Election in conjunction with the May City/School General/Special elections.
- Maintained a balanced election budget.

Goals for 2020:

- Conduct secure and transparent elections for those 20 entities that will contract with Lubbock County.
- Educate contracting entities and their staff on legislative changes regarding elections.
- 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 invoices.
- Implement new legislation that was passed during the 2019 legislative session and implement any decisions from the Federal Courts that are currently in judicial review.

Performance Measures	FY17	FY18	FY19
Number of County Elections	1	1	N/A
Number of Contracted Elections	5	15	N/A
Election Workers Trained	17	507	N/A
Total Mail Ballot Requests	105	9,400	N/A

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

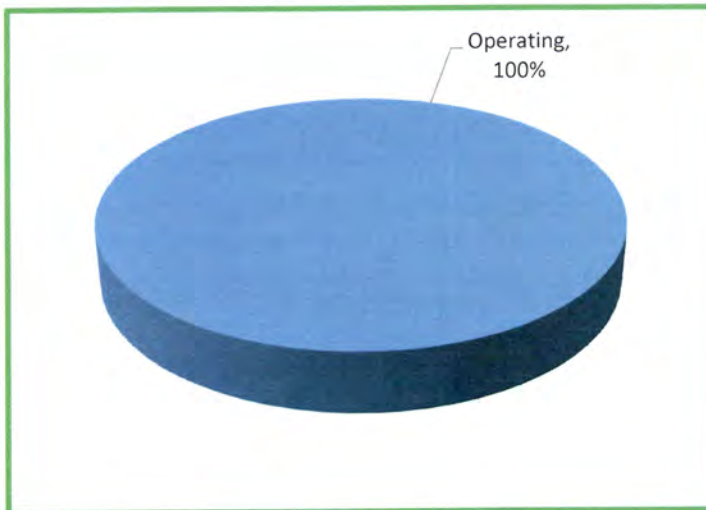
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HISTORICAL CANNON RESTORATION

G/L 089

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	5,000	-	6,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	92	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	5,625
TOTAL REVENUE	\$ 5,092	\$ -	\$ 11,625
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	11,625
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 5,092	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	5,092	5,092
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,092	\$ 5,092	\$ 5,092

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 11,625.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 11,625.00	



Major Accomplishments in 2018:

- Lubbock Parks Boards approved location of cannon in Huneke Park-March 25, 2019 after site surveys were completed.
- Research on history of the cannon. Meetings with various groups (County Commissioners; Lubbock City Manager and Mayor, Lubbock Parks Board; Ret. General Edgar Murphy). Discussion and quote from Seed Artillery, of Altoona, PA on restoration(www.seedartillery.com). LCHC request to Commissioners Court to raise funds approved 12/11/2017. \$5,000 in grant funds provided by the West Texas Community Foundation (with date extensions).
- Cannon moved by county crew to county facility at Shallowater when Lubbock Parks facility closed (2017).

Goals for 2019:

- Develop marketing campaign for fund-raising to restore the cannon. Approach known entities for donations. Pursue further grant opportunities now that location is determined.
- Issue contract for restoration of cannon.
- Install restored cannon and hold dedication ceremonies.

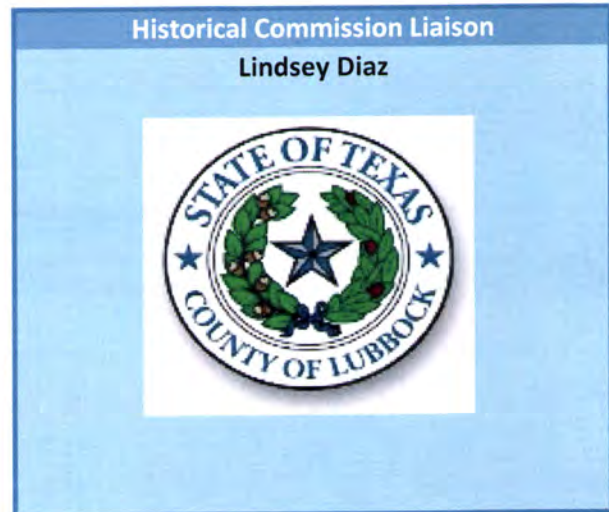
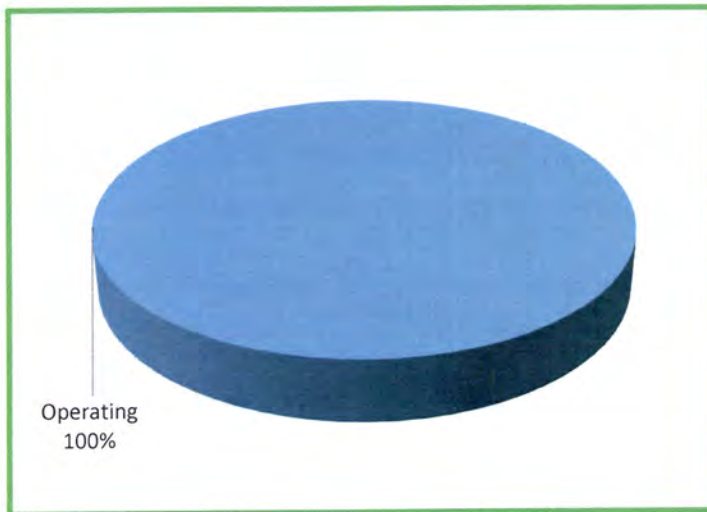
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HISTORICAL COMMISSION

G/L 096

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,403	9,933	600
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	3,800	8,100	8,100
TOTAL REVENUE	\$ 5,203	\$ 18,033	\$ 8,700
EXPENDITURES			
Personnel	-	-	-
Operating	9,760	8,700	7,150
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	5,625
NET REVENUE (EXPENDITURES)	\$ (4,557)	\$ 9,333	\$ (4,075)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	4,907	350	9,683
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 350	\$ 9,683	\$ 5,608

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 2019-2020				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 9,759.70	\$ 8,700.00	\$ 12,775.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 9,759.70	\$ 8,700.00	\$ 12,775.00	



Major Accomplishments in 2019:

- Installation of five Texas Historical Markers (First Cotton Gin Oct. 5; V-8 Ranch Oct. 20; New Hope Baptist Church April 14; New Deal June 1; First Christian Church TBA July; George Mahon TBA August). Dedications included a program, printed invitations and, in some cases, a jointly sponsored reception.
- Five photography exhibits: "Lubbock's First Cotton Gin" hung at Caviel's Roots African-American Museum, Mahon Library, the Texas Cotton Ginners Convention and PYCO. "Repurposed Buildings - Then and Now" exhibited at the Mahon Library.
- Awarded the 2018 Distinguished Service Award by Texas Historic Commission (June 8, 2019) for the 11th consecutive year. Four required quarterly meetings of the LCHC with a quorum plus many subcommittee meetings. Four new members were appointed and sworn in by the Judge in January.

Goals for 2020:

- Submit 3 applications to the Texas Historical Commission for 3 county-funded markers plus any privately-funded nominations.
- Conduct dedication ceremonies for currently approved markers (Nicolett Hotel and Texas Tech Alumni Association) as well as any future markers approved and cast during the budget year.
- Increase public awareness Lubbock County's historical heritage through Texas Historical Marker information, educational programs and electronic media.

Performance Measures	FY17	FY18	FY19
Number of Markers Unveiled	2	3	5

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HOMELAND SECURITY GRANT

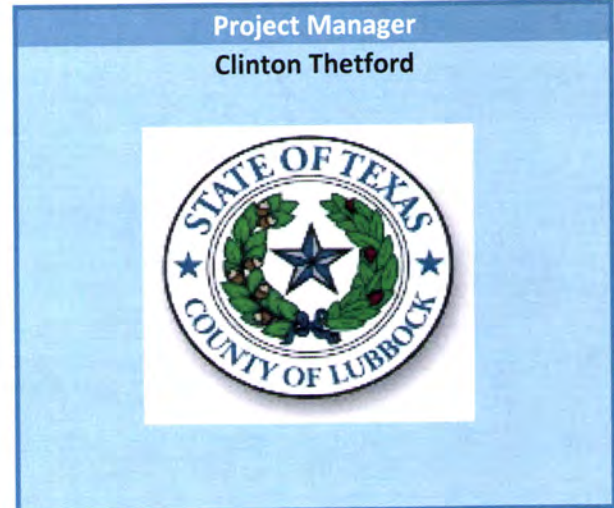
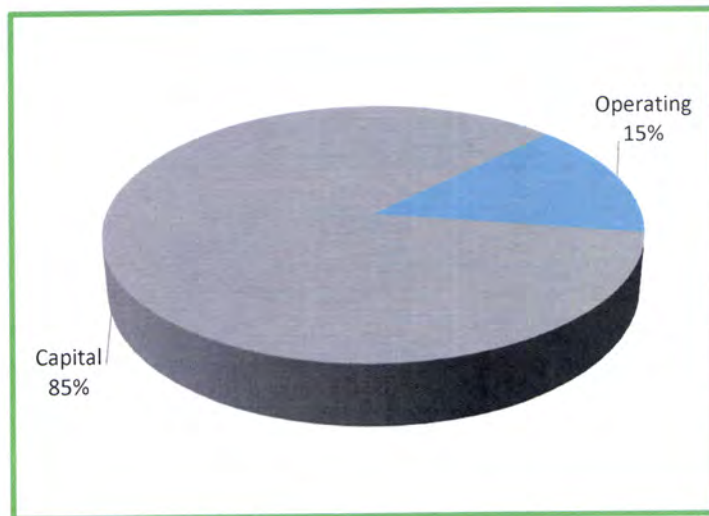
G/L 128

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	141,864	140,234	182,927
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 141,864	\$ 140,234	\$ 182,927
EXPENDITURES			
Personnel	-	-	-
Operating	78,050	8,000	26,956
Capital	63,814	132,234	155,971
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 78,050.40	\$ 8,000.00	\$ 26,956.00
Capital	\$ 63,814.00	\$ 132,234.00	\$ 155,971.00
Total Budget	\$ 141,864.40	\$ 140,234.00	\$ 182,927.00



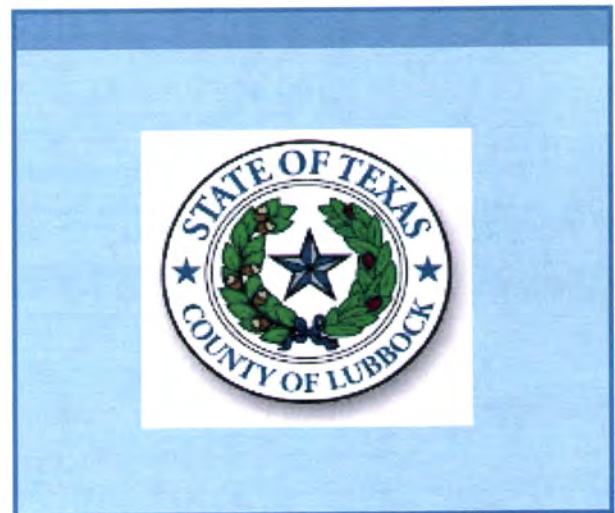
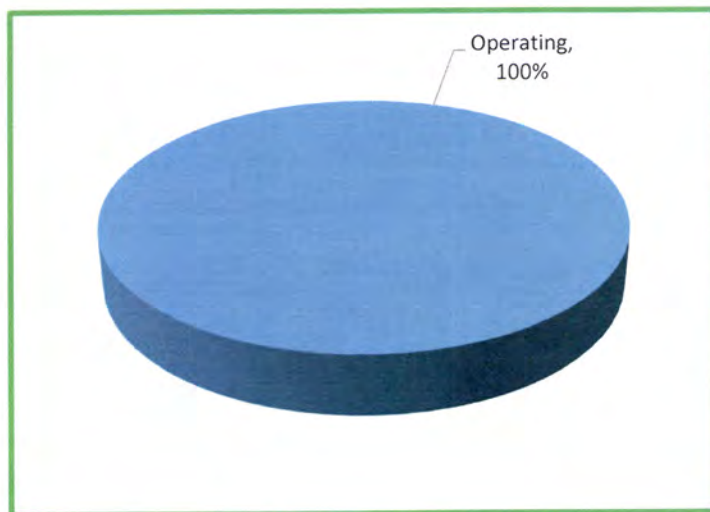
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HOT AND SHORT TERM VEHICLE RENTAL TAX

G/L 079

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ 2,525,000
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	5,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 2,530,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	2,530,000
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	\$ -	\$ -	\$ -

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 2,530,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 2,530,000.00	

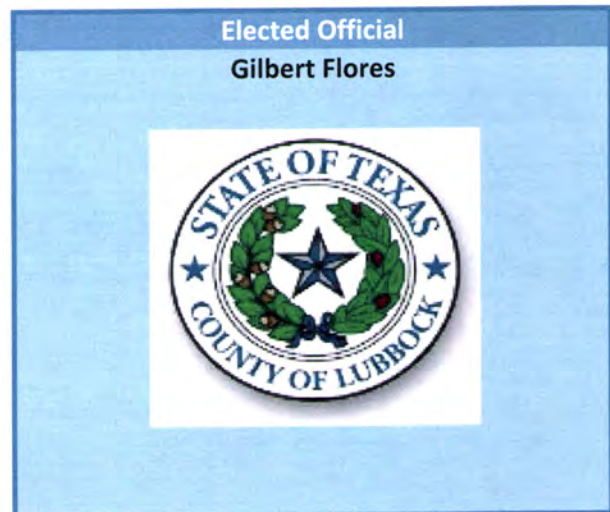
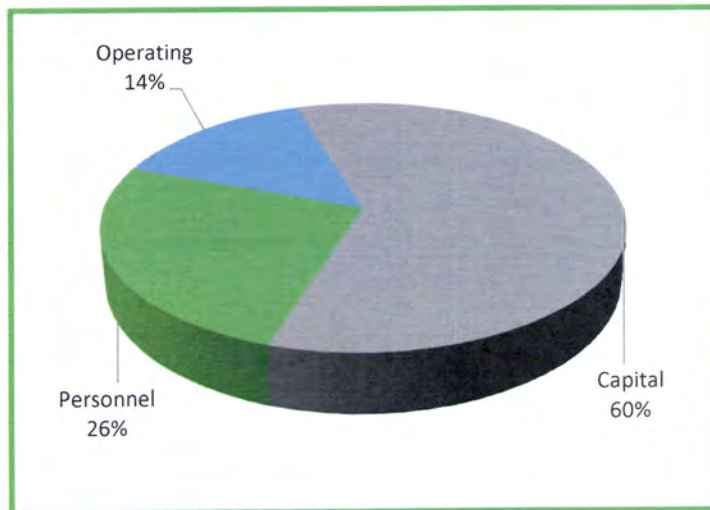


	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 94,709	\$ 101,926	\$ 107,364
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	5,246	3,000	5,000
Other Revenue	5,300	6,200	6,200
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 105,255	\$ 111,126	\$ 118,564
EXPENDITURES			
Personnel	58,766	60,000	67,079
Operating	11,869	16,003	37,744
Capital	125,057	-	156,000
OTHER SOURCES (USES)			
Transfers out	-	-	256
NET REVENUE (EXPENDITURES)	\$ (90,437)	\$ 35,123	\$ (142,515)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	282,593	192,156	227,279
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 192,156	\$ 227,279	\$ 84,764

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 58,765.77	\$ 60,000.00	\$ 67,079.00
Operating	\$ 11,869.17	\$ 16,003.00	\$ 38,000.00
Capital	\$ 125,057.00	\$ -	\$ 156,000.00
Total Budget	\$ 195,691.94	\$ 76,003.00	\$ 261,079.00



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- Complete the next phase of the renovations of the New Deal Community Center building.
- Buy new stove, new tables and chairs for the newly renovated New Deal Community Center.

Staff by Classification	FY18	FY19	FY20
Trades & Technical	1	0	0
Regular Part-Time	1	1	1

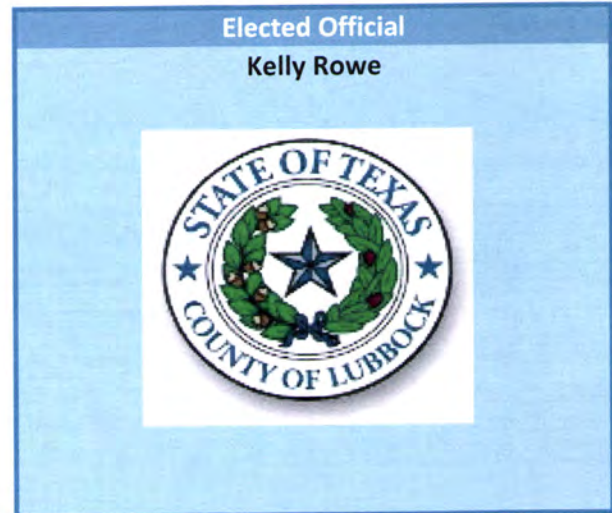
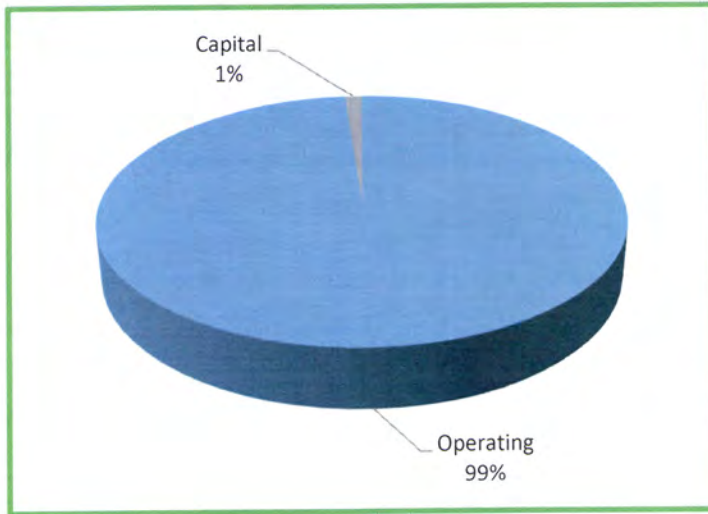
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
INMATE SUPPLY

G/L 124

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	16,970	10,500	17,000
Other Revenue	915,088	830,000	830,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 932,059	\$ 840,500	\$ 847,000
EXPENDITURES			
Personnel	-	-	-
Operating	639,241	820,500	837,000
Capital	254,265	20,000	10,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 38,553	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,592,866	2,631,419	2,631,419
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,631,419	\$ 2,631,419	\$ 2,631,419

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 639,240.54	\$ 820,500.00	\$ 837,000.00	
Capital	\$ 254,265.16	\$ 20,000.00	\$ 10,000.00	
Total Budget	\$ 893,505.70	\$ 840,500.00	\$ 847,000.00	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JMHCP GRANT

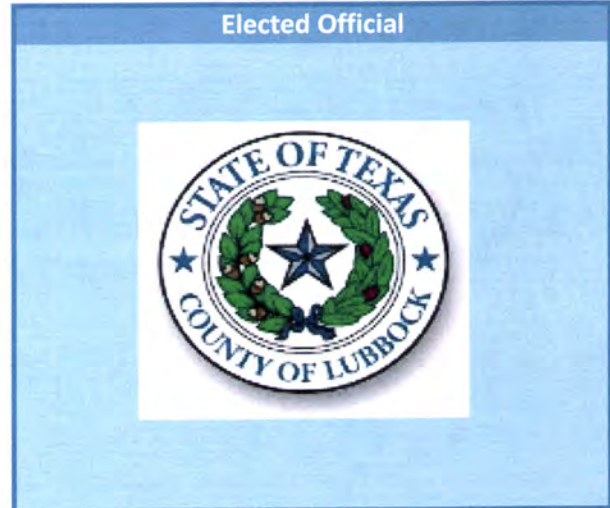
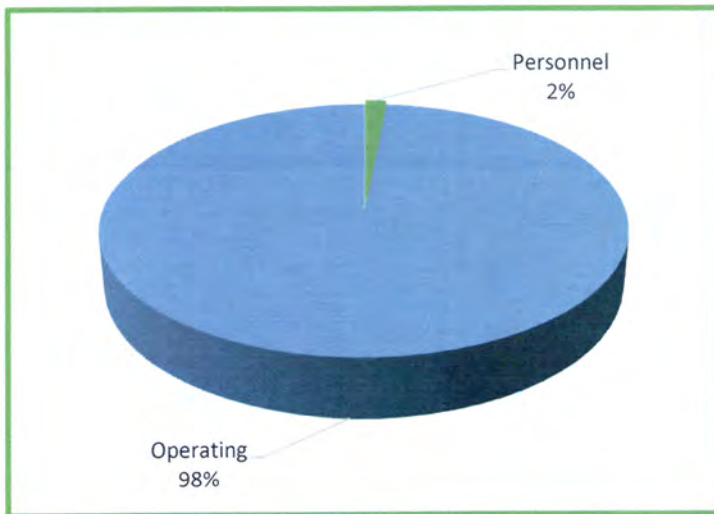
G/L 152

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	13,123	199,436	136,830
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	5,116	130,377	95,825
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 18,239	\$ 329,813	\$ 232,655
EXPENDITURES			
Personnel	1,385	5,993	3,534
Operating	16,854	323,820	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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 1,384.59	\$ 5,993.00	\$ 3,534.00
Operating	\$ 16,854.25	\$ 323,820.00	\$ 229,121.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 18,238.84	\$ 329,813.00	\$ 232,655.00



* JMHCP Grant employs temporary staff, which is not a counted classification.

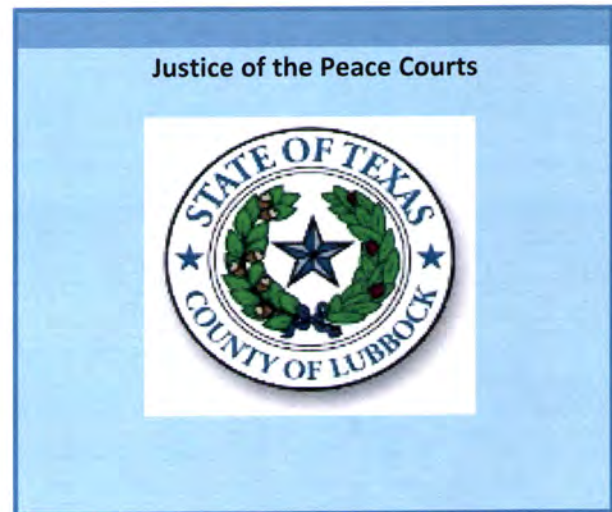
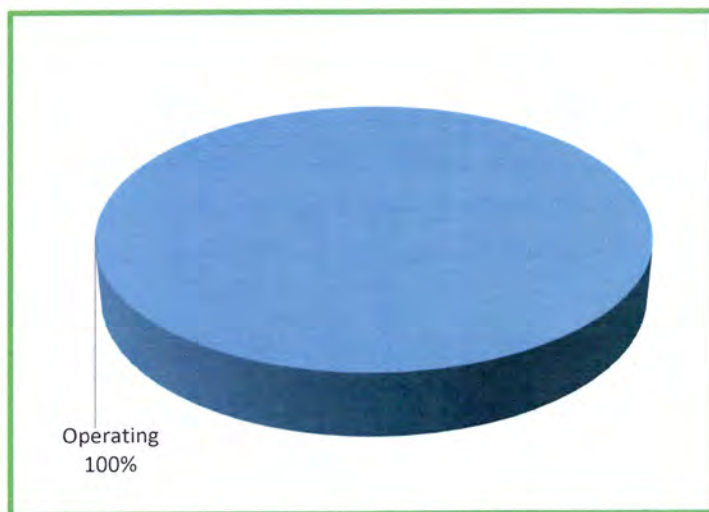
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUSTICE COURT TECHNOLOGY

G/L 098

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	24,490	27,400	26,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	6,032	2,900	5,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 30,522	\$ 30,300	\$ 31,000
EXPENDITURES			
Personnel	-	-	-
Operating	7,139	37,701	116,900
Capital	-	75,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 23,382	\$ (82,401)	\$ (85,900)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	334,118	357,500	275,099
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 357,500	\$ 275,099	\$ 189,199

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 7,139.40	\$ 37,701.00	\$ 116,900.00	
Capital	\$ -	\$ 75,000.00	\$ -	
Total Budget	\$ 7,139.40	\$ 112,701.00	\$ 116,900.00	



Major Accomplishments in 2019:

- With assistance of Commissioner's Court, initiated needed upgrade of Courtroom audio visual equipment.
- Served as point person for the J.P.'s regarding Odyssey project, including arranging on-site visits with Collin County Precinct 1. JP #1 department was an integral component in readying the J.P. Courts for Tyler conversion. We have done all of the prep work for Odyssey conversion.
- Looking forward to working with the Auditor and Computer Department to adjust all new court costs and legislative changes into the computer program, and automate said program to ensure new legislation seamlessly integrates to the four J.P. Courts come September 1, 2019.
- Worked with Auditor to bring fee codes up to date.
- Added dual monitors for three clerks to allow for better work flow, integrate Odyssey, and train staff.
- Changed the online format and added pleadings that were non-existent or incorrect.
- Integration of Office 365 met 2018-2019.
- Accessibility to public via electronic methods met for 2018-2019.
- JP #4 is a fully paperless office and it's efficiency helped the court process twice as many misdemeanors as any other JP Court in Lubbock County.

Goals for 2020:

- Work with the Computer Center and the Auditor to implement all new State legislation, including computer codes for newly created statutes, changes in court costs amounts, service fees, and collections services.
- Integrate our KiCorp system into Tyler Technology's Odyssey System.
- Appoint Program Administrator for Odyssey and stay on top of Tyler Technology to make sure we have adequate training and response to contingency problems.
- Consider EFiled of civil cases.
- Achieve paperless status on all newly filed civil/small claims cases.
- Make courtroom as technologically advanced as possible to be able to support upcoming jurisdictional and software changes.
- Modernize JP #2 website and make it informative.
- Improve the infrastructure of the court via Odyssey implementation.
- Prepare JP #4 to accept online partial payments for criminal cases.

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE DETENTION

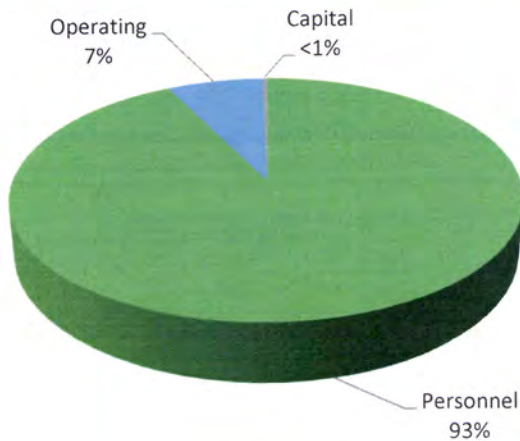
G/L 055

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	253,037	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	879,830	500,000	500,000
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	2,435,893	3,904,048	4,002,836
TOTAL REVENUE	\$ 3,568,760	\$ 4,404,048	\$ 4,502,836
EXPENDITURES			
Personnel	3,365,191	4,082,976	4,173,764
Operating	203,568	313,072	313,072
Capital	-	8,000	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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 3,365,191.24	\$ 4,082,976.00	\$ 4,173,764.00
Operating	\$ 203,568.46	\$ 313,072.00	\$ 313,072.00
Capital	\$ -	\$ 8,000.00	\$ 16,000.00
Total Budget	\$ 3,568,759.70	\$ 4,404,048.00	\$ 4,502,836.00



Appointed Official

William A. Carter II



Major Accomplishments in 2019:

- 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 diverted 17 youth from very costly residential placement outside of Lubbock County and diverted numerous youth from commitment to the state facility.

Goals for 2020:

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

Staff by Classification

	FY18	FY19	FY20
Administrative	1	1	1
Professional	3	3	3
Public Safety	53	59	59
Clerical	1	1	1
Regular Part-Time	3	3	3

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE FOOD SERVICE

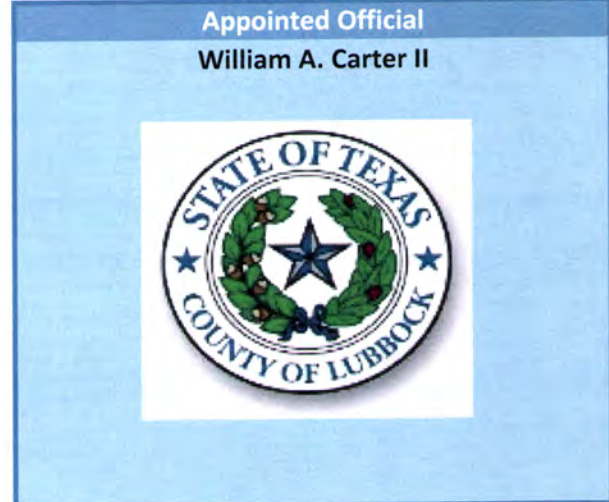
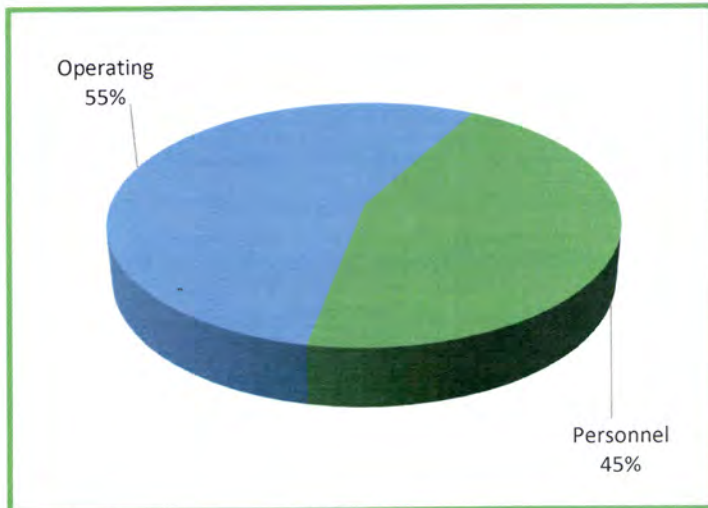
G/L 057

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	158,285	157,449	157,449
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	166,504	217,633	222,789
TOTAL REVENUE	\$ 324,789	\$ 375,082	\$ 380,238
EXPENDITURES			
Personnel	126,022	166,132	171,288
Operating	197,917	208,950	208,950
Capital	851	-	-
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 126,021.85	\$ 166,132.00	\$ 171,288.00
Operating	\$ 197,916.83	\$ 208,950.00	\$ 208,950.00
Capital	\$ 850.79	\$ -	\$ -
Total Budget	\$ 324,789.47	\$ 375,082.00	\$ 380,238.00



Major Accomplishments in 2019:

- 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 2020:

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

Staff by Classification	FY18	FY19	FY20
Trades & Technical	3	3	3

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE PROBATION

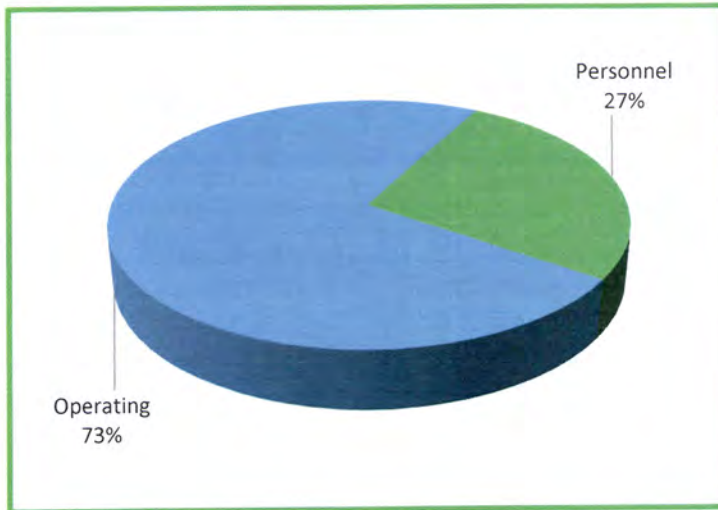
G/L 051

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	5,088	5,000	5,000
Fines/Forfeitures	-	-	-
Interest	80,039	32,000	32,000
Other Revenue	1,442	800,000	3,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	6,000,000	6,000,000	6,000,000
TOTAL REVENUE	\$ 6,086,569	\$ 6,837,000	\$ 6,040,000
EXPENDITURES			
Personnel	1,672,489	1,914,429	1,940,149
Operating	324,431	408,261	394,097
Capital	29,375	35,500	-
OTHER SOURCES (USES)			
Transfers out	2,956,907	4,849,368	4,960,303
NET REVENUE (EXPENDITURES)	\$ 1,103,366	\$ (370,558)	\$ (1,254,549)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,894,385	3,997,751	3,627,193
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,997,751	\$ 3,627,193	\$ 2,372,644

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 1,672,489.16	\$ 1,914,429.00	\$ 1,940,149.00
Operating	\$ 3,281,338.42	\$ 5,257,629.00	\$ 5,354,400.00
Capital	\$ 29,375.00	\$ 35,500.00	\$ -
Total Budget	\$ 4,983,202.58	\$ 7,207,558.00	\$ 7,294,549.00



Major Accomplishments in 2019:

- 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 2020:

- 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	FY17	FY18	FY19
Juveniles Served	26,517	26,184	19,423
Community Service Hours Performed	8,660	8,528	10,354
Staff by Classification	FY18	FY19	FY20
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

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE STAR PROGRAM

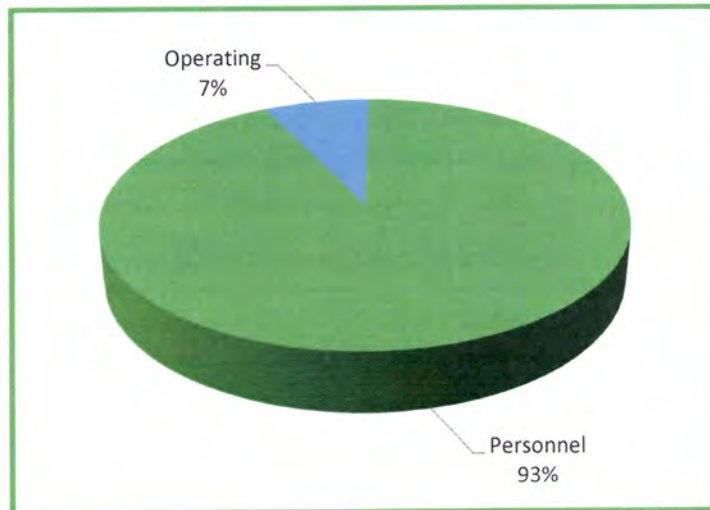
G/L 050

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	276,664	425,000	425,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	4,105	-	1,895
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	138,332	121,735	183,909
TOTAL REVENUE	\$ 419,102	\$ 546,735	\$ 610,804
EXPENDITURES			
Personnel	400,679	497,260	565,304
Operating	18,423	49,475	45,500
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 400,679.25	\$ 497,260.00	\$ 565,304.00
Operating	\$ 18,422.62	\$ 49,475.00	\$ 45,500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 419,101.87	\$ 546,735.00	\$ 610,804.00



Appointed Official

William A. Carter II



Major Accomplishments in 2019:

- 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 2020:

- 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	FY18	FY19	FY20
Public Safety	8	8	8

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LAW LIBRARY

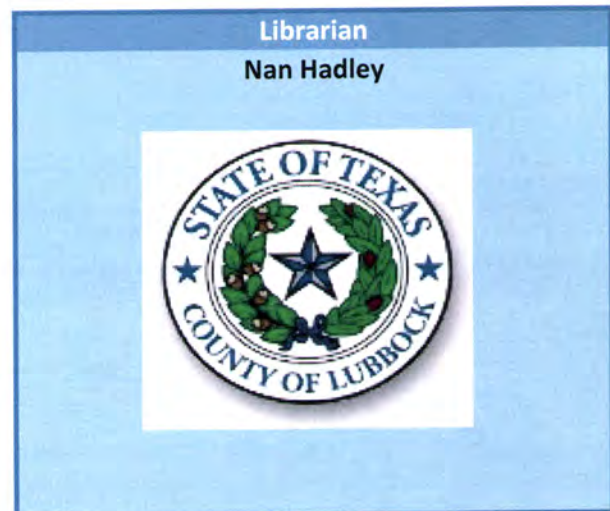
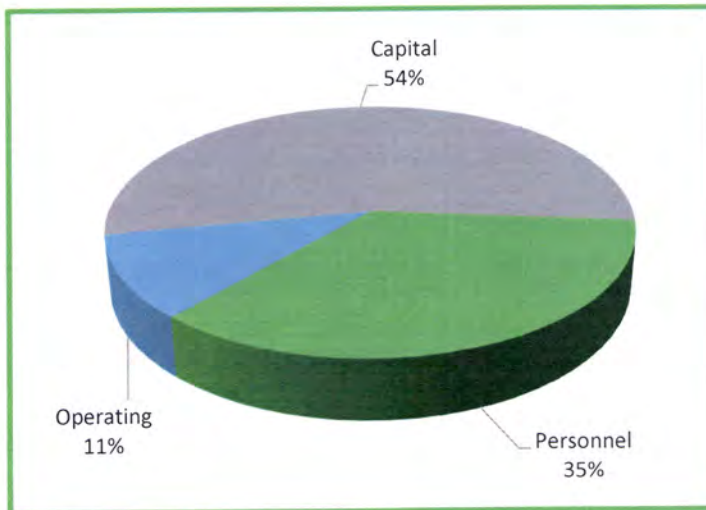
G/L 081

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	166,769	172,200	172,200
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	385	300	300
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	7,639	8,198	9,353
TOTAL REVENUE	\$ 174,793	\$ 180,698	\$ 181,853
EXPENDITURES			
Personnel	53,451	61,833	64,192
Operating	23,629	26,365	19,286
Capital	96,344	92,500	98,375
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 1,369	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	687	2,056	2,056
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,056	\$ 2,056	\$ 2,056

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 53,450.75	\$ 61,833.00	\$ 64,192.00
Operating	\$ 23,629.00	\$ 26,365.00	\$ 19,286.00
Capital	\$ 96,344.27	\$ 92,500.00	\$ 98,375.00
Total Budget	\$ 173,424.02	\$ 180,698.00	\$ 181,853.00



Major Accomplishments in 2019:

- Relocated a number Texas legal materials from their current location to a more convenient, spacious location.
- Created a Superseded Criminal Law materials section.
- Renegotiated two new 3-year agreements for our WestLaw Next database and our Thomson Reuters print materials. Savings from these negotiations will be significant.

Goals for 2020:

- As the publication of the print version of the *L.A.B.A Bulletin* has ceased, we hope to continue the practice of inserting notices in the electronic version of the bulletin. The goal: to inform area attorneys of specific content titles available to them on the Library's Westlaw database subscription and in the Library's print collection.
- Create Subject Guides listing available library print materials covering various, specific areas of Texas and Federal law.
- Continue the task of flipping the numerous book shelves that have become bowed from the weight of heavy books.

Performance Measures	FY17	FY18	FY19
Library Patrons	4,318	3,997	N/A
Library Volumes	14,396	14,516	N/A
Texas Law Forms Distributed	856	960	N/A
Inmate Letters Answered	230	365	N/A

Staff by Classification	FY18	FY19	FY20
Professional	1	1	1

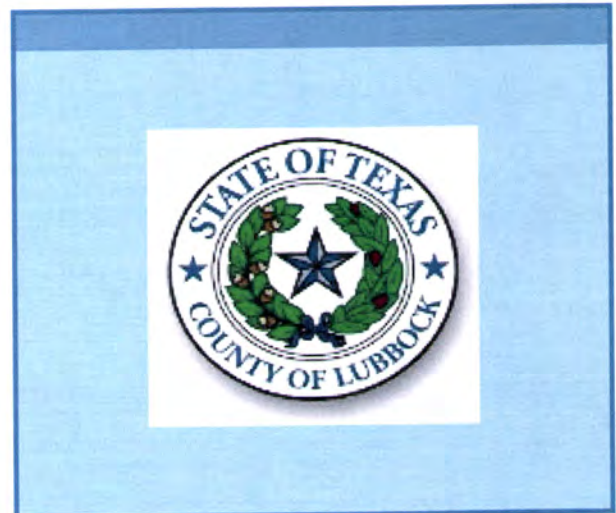
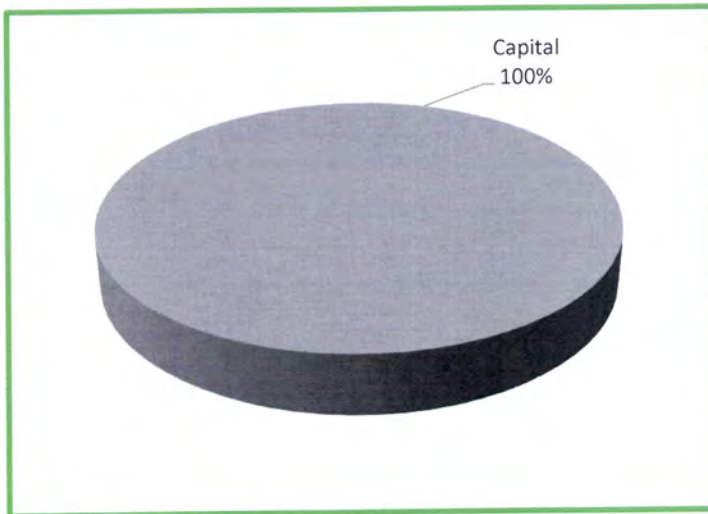
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LCETRZ NO1 TAX INCREMENT FUND

G/L 043

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,102	-	3,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	254,655	150,401	150,000
TOTAL REVENUE	\$ 256,756	\$ 150,401	\$ 153,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	-
Capital	-	-	553,604
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 256,756	\$ 150,401	\$ (400,604)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	256,756	407,157
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 256,756	\$ 407,157	\$ 6,553

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ -	
Capital	\$ -	\$ -	\$ 553,604.00	
Total Budget	\$ -	\$ -	\$ 553,604.00	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LECD EMERGENCY COMMUNICATION GRANT

G/L 146

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	20,023	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 20,023	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	20,023	-	-
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 20,022.87	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 20,022.87	\$ -	\$ -



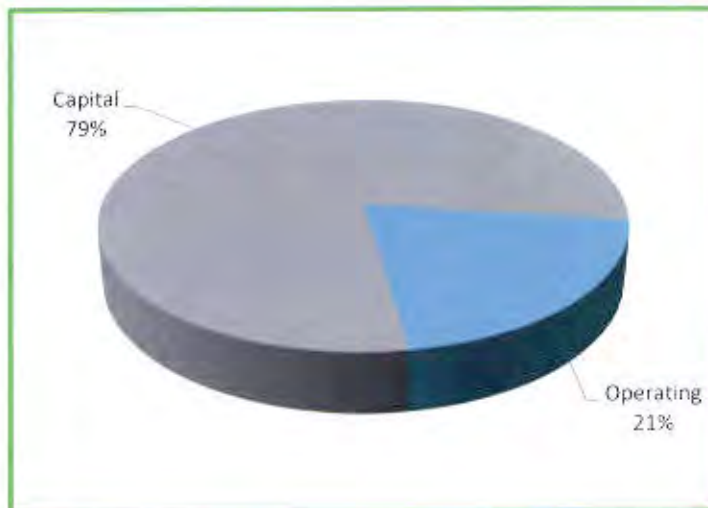
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LEOSE SHERIFF

G/L 142

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	20,441	98,631	119,188
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,692	250	1,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 22,132	\$ 98,881	\$ 120,688
EXPENDITURES			
Personnel	-	-	-
Operating	27,025	23,881	25,000
Capital	-	75,000	95,688
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (4,893)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	104,755	99,862	99,862
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 99,862	\$ 99,862	\$ 99,862

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 2019-2020				
	FY18 Actual		FY19 Estimates	FY 20 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 27,025.08	\$	23,881.00	\$ 25,000.00
Capital	\$ -	\$	75,000.00	\$ 95,688.00
Total Budget	\$ 27,025.08	\$	98,881.00	\$ 120,688.00



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LEPC GRANT

G/L 088

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	77,917	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 77,917	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	53,417	-	-
Capital	24,500	-	-
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 Local Emergency Planning Committee (LEPC) Hazardous Material 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.

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 53,416.74	\$ -	\$ -	
Capital	\$ 24,500.00	\$ -	\$ -	
Total Budget	\$ 77,916.74	\$ -	\$ -	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
NEW ROAD

G/L 042

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	511,116	-	-
Fines/Forfeitures	-	-	-
Interest	15,392	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	1,500,000	-	-
TOTAL REVENUE	\$ 2,026,508	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	2,152,892	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	690,000	634,861
NET REVENUE (EXPENDITURES)	\$ (126,385)	\$ (690,000)	\$ (634,861)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,451,245	1,324,860	634,860
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,324,860	\$ 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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 2,152,892.46	\$ 690,000.00	\$ 634,861.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 2,152,892.46	\$ 690,000.00	\$ 634,861.00	



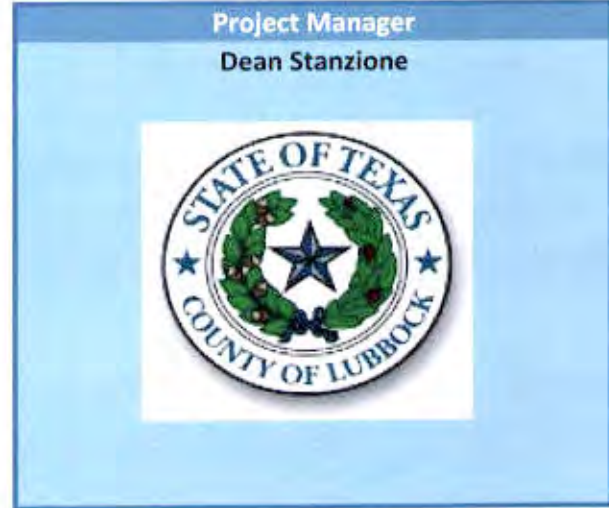
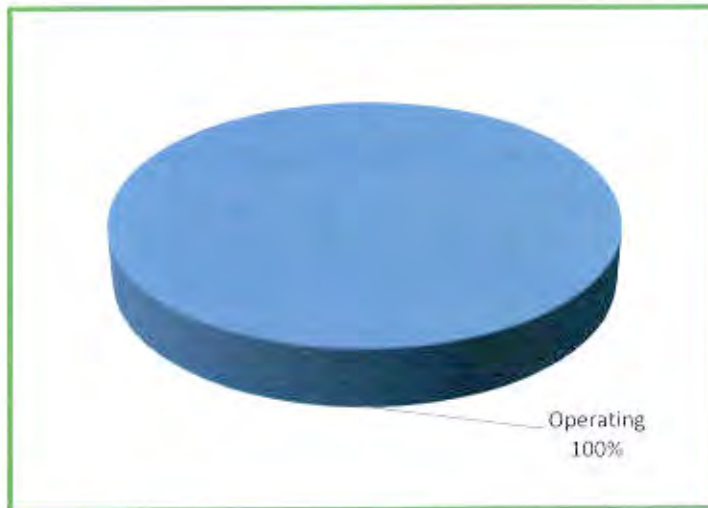
Note: New Road Fund G/L 042 was abolished in FY19 and consolidated into Consolidated Road and Bridge G/L 020.

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	44,727	40,000	35,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,525	3,000	4,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 49,252	\$ 43,000	\$ 39,000
EXPENDITURES			
Personnel	-	-	-
Operating	4,410	4,709	185,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 44,842	\$ 38,291	\$ (146,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	227,027	271,869	310,160
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 271,869	\$ 310,160	\$ 164,160

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 4,409.92	\$ 4,709.00	\$ 185,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,409.92	\$ 4,709.00	\$ 185,000.00



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- N/A

Performance Measures	FY17	FY18	FY19
Number of Subscriptions	708	719	N/A

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
PERMANENT IMPROVEMENT

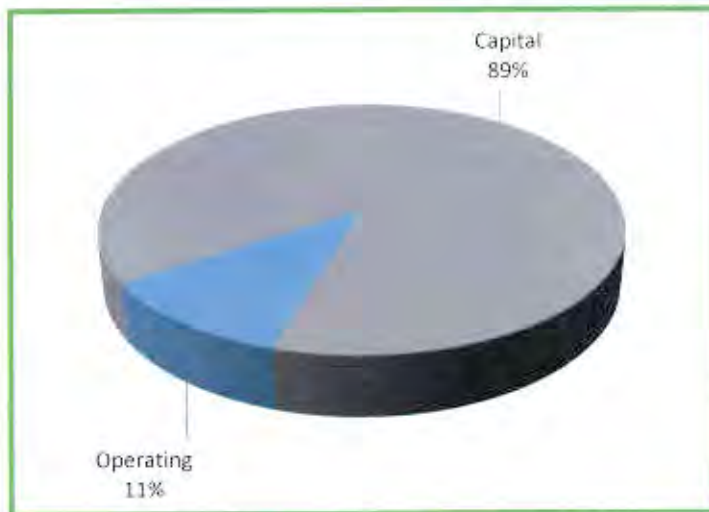
G/L 041

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 1,894,186	\$ 2,037,749	\$ 2,147,329
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	60,142	35,000	50,000
Other Revenue	483,732	483,732	483,732
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	1,758,210
TOTAL REVENUE	\$ 2,438,059	\$ 2,556,481	\$ 4,439,271
EXPENDITURES			
Personnel	-	-	-
Operating	410,005	1,754,756	621,715
Capital	1,258,940	2,104,882	4,959,500
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 769,115	\$ (1,303,157)	\$ (1,141,944)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,873,321	2,642,436	1,339,279
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,642,436	\$ 1,339,279	\$ 197,335

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 410,004.59	\$ 1,754,756.00	\$ 621,715.00
Capital	\$ 1,258,940.09	\$ 2,104,882.00	\$ 4,959,500.00
Total Budget	\$ 1,668,944.68	\$ 3,859,638.00	\$ 5,581,215.00



Major Accomplishments in 2019:

- Started renovation of Second Floor at 916 Main (contracted).
- Remodel of two complete Pods at the Lubbock County Detention Center (contracted & in-house).
- Completed the replacement of the intercom system at Lubbock County Detention Center (contracted).
- Completed the sally port door replacement at LCDC (contracted).
- Installed an incinerator for the Sheriff (in-house).
- Completed the boiler replacement project for the downtown Central Plant (contracted).
- Completed the cooling tower replacement (contracted).
- Completed the roof repair at Ave G & 15th warehouse (in-house).
- Completed the upgrade of existing video and camera system from an analog system to a digital system at the Detention Center including a server upgrade (contracted).
- Completed the roof replacement at Jury Pool/Elections Buildings (contracted).

Goals for 2020:

- Roof replacement at the Courthouse.
- Complete renovation of Second Floor at 916 Main.
- Concrete/leak repair at the Courthouse utility tunnel, 916 Main east basement under the sidewalk and 916 Main alley over main electrical room.

Goals for 2020 continued:

- Start the renovation of LCJJC, original building (contract).
- Progress the County from a work order and preventative maintenance system that is static to a cloud-based operations management software that will help track assets, improve workflow and make data-driven decisions for capital forecasting.
- Upgrade existing video and camera system from an analog system to a digital system at LCJJC (in-house).
- Remodel of two complete pods at the Lubbock County Detention Center (contracted & in-house).

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
PRECINCT 1 PARK

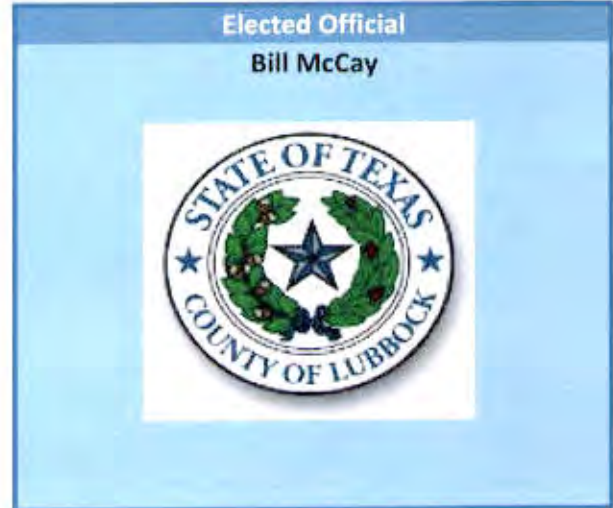
G/L 031

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 94,709	\$ 101,926	\$ 107,364
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	10,788	8,000	8,000
Other Revenue	9,200	-	8,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 114,697	\$ 109,926	\$ 123,364
EXPENDITURES			
Personnel	72,800	76,083	77,232
Operating	8,913	18,000	46,900
Capital	3,967	-	100,000
OTHER SOURCES (USES)			
Transfers out	-	-	135
NET REVENUE (EXPENDITURES)	\$ 29,017	\$ 15,843	\$ (100,903)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	582,756	611,773	627,616
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 611,773	\$ 627,616	\$ 526,713

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 72,800.38	\$ 76,083.00	\$ 77,232.00
Operating	\$ 8,912.52	\$ 18,000.00	\$ 47,035.00
Capital	\$ 3,966.99	\$ -	\$ 100,000.00
Total Budget	\$ 85,679.89	\$ 94,083.00	\$ 224,267.00



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- N/A

Staff by Classification	FY18	FY19	FY20
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

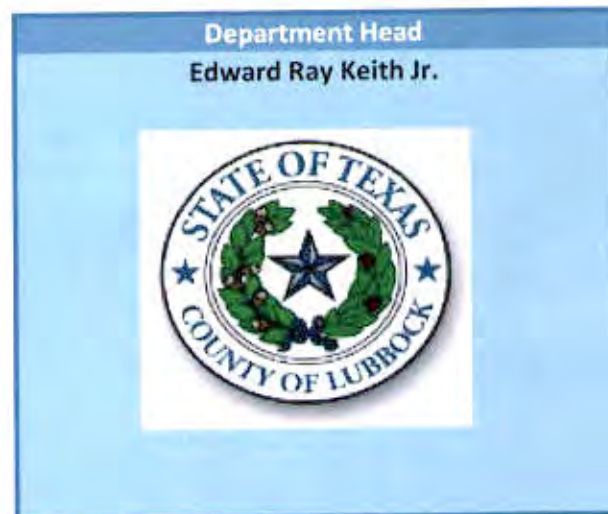
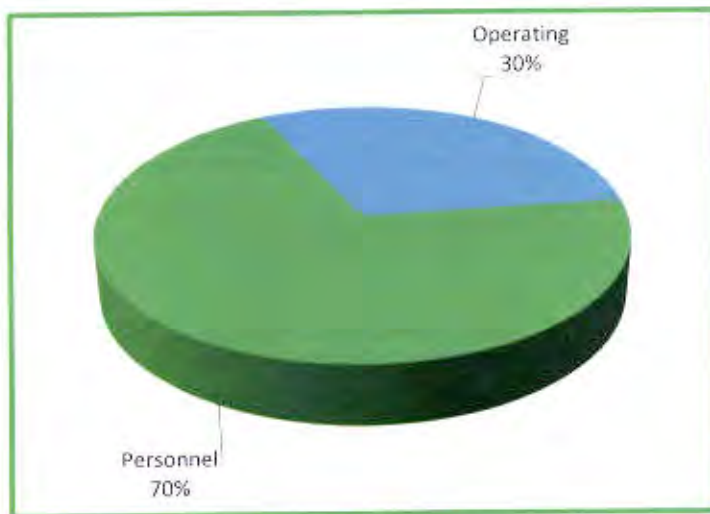
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
REGIONAL PUBLIC DEFENDER GRANT

G/L 113

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	5,410,585	5,388,494	6,197,871
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	48,498	-	-
Other Revenue	372	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	127,877	127,877	103,114
TOTAL REVENUE	\$ 5,587,332	\$ 5,516,371	\$ 6,300,985
EXPENDITURES			
Personnel	3,973,617	4,347,054	4,402,123
Operating	1,011,829	1,383,547	1,898,862
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 601,886	\$ (214,230)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,389,567	2,991,453	2,777,223
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,991,453	\$ 2,777,223	\$ 2,777,223

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 2019-2020			
	FY18 Actual	FY19 Estimates	FY 20 Budget
Personnel	\$ 3,973,616.81	\$ 4,347,054.00	\$ 4,402,123.00
Operating	\$ 1,011,829.33	\$ 1,383,547.00	\$ 1,898,862.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,985,446.14	\$ 5,730,601.00	\$ 6,300,985.00



Major Accomplishments in 2019:

- Retained 181 counties from FY18 to FY19.
- Completed one jury trial.
- Closed 10 case without going to jury trial.

Goals for 2020:

- Retain counties currently enrolled in program through next biennium.
- Complete one jury trial and continue to close case prior to jury trials.
- Finish with IT switch.

Performance Measures	FY17	FY18	FY19
Cases Opened	6	19	N/A
Cases Closed	9	19	N/A
Staff by Classification	FY18	FY19	FY20
Appointed	21	21	21
Administrative	1	1	1
Professional	15	16	16
Public Safety	8	8	8
Clerical	10	10	10

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHALLOWATER PARK

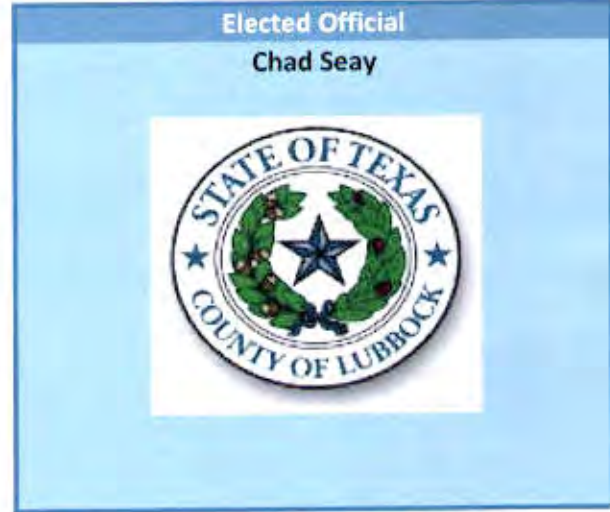
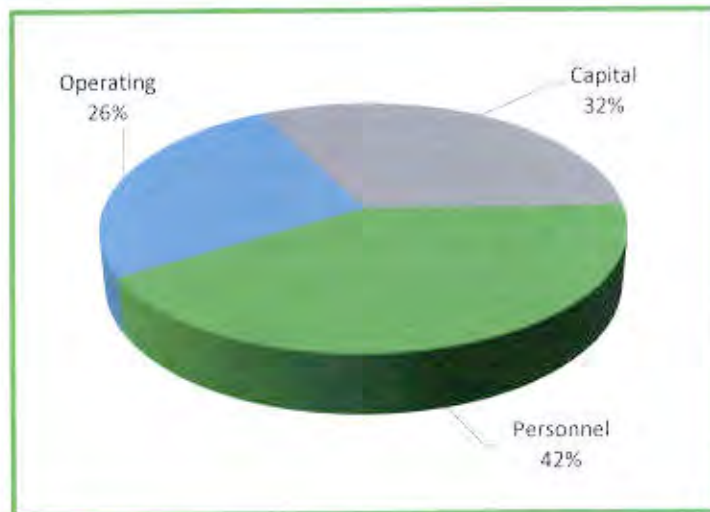
G/L 034

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 94,709	\$ 101,926	\$ 107,364
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	5,466	4,500	5,000
Other Revenue	5,201	2,500	2,500
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 105,376	\$ 108,926	\$ 114,864
EXPENDITURES			
Personnel	65,635	61,288	65,027
Operating	30,866	21,400	40,417
Capital	32,321	-	50,000
OTHER SOURCES (USES)			
Transfers out	-	-	83
NET REVENUE (EXPENDITURES)	\$ (23,446)	\$ 26,238	\$ (40,663)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	307,906	284,460	310,698
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 284,460	\$ 310,698	\$ 270,035

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 65,635.08	\$ 61,288.00	\$ 65,027.00
Operating	\$ 30,866.02	\$ 21,400.00	\$ 40,500.00
Capital	\$ 32,321.46	\$ -	\$ 50,000.00
Total Budget	\$ 128,822.56	\$ 82,688.00	\$ 155,527.00



Major Accomplishments in 2019:

- Continued scheduled fertilization of grass and trees in all park areas.
- Completed T-Ball field and fencing.
- Repaired and repainted covered picnic tables.

Goals for 2020:

- Major repairs to clubhouse.
- Irrigation to T-Ball field.
- Catalog and cleanup Lubbock County Museum.

Staff by Classification	FY18	FY19	FY20
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHERIFF COMMISSARY SALARY

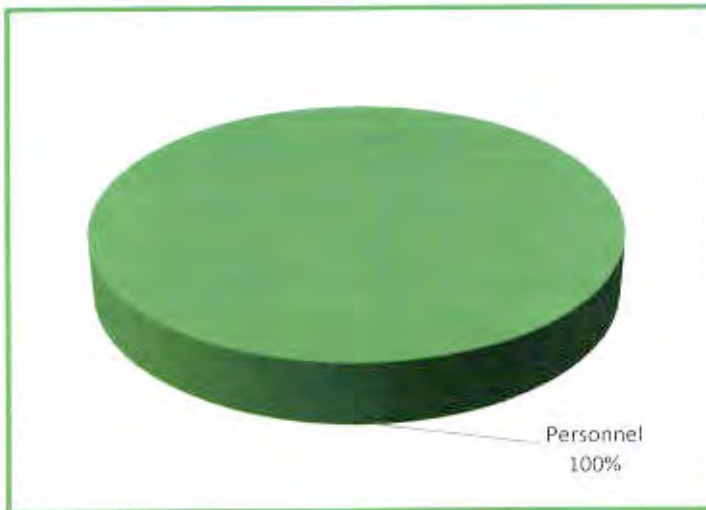
G/L 145

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	571,314	588,405	597,418
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 571,314	\$ 588,405	\$ 597,418
EXPENDITURES			
Personnel	497,288	588,405	597,418
Operating	-	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 74,026	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	79,506	153,532	153,532
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 153,532	\$ 153,532	\$ 153,532

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 497,288.21	\$ 588,405.00	\$ 597,418.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 497,288.21	\$ 588,405.00	\$ 597,418.00



Staff by Classification	FY18	FY19	FY20
Professional	3	3	3
Trades & Technical	1	1	1
Public Safety	2	2	2
Clerical	1	1	1
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHERIFF CONTRABAND

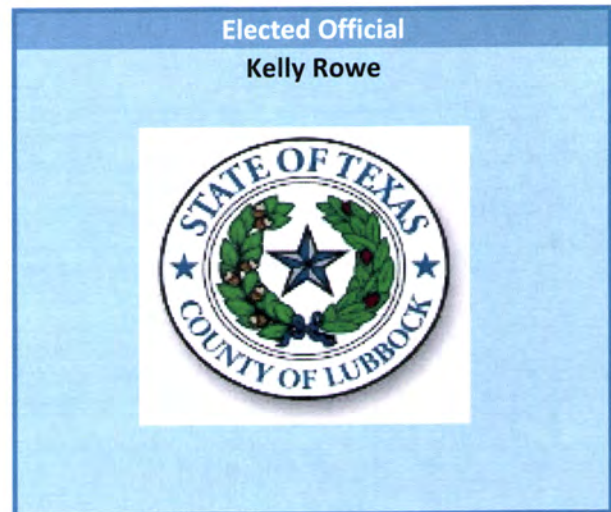
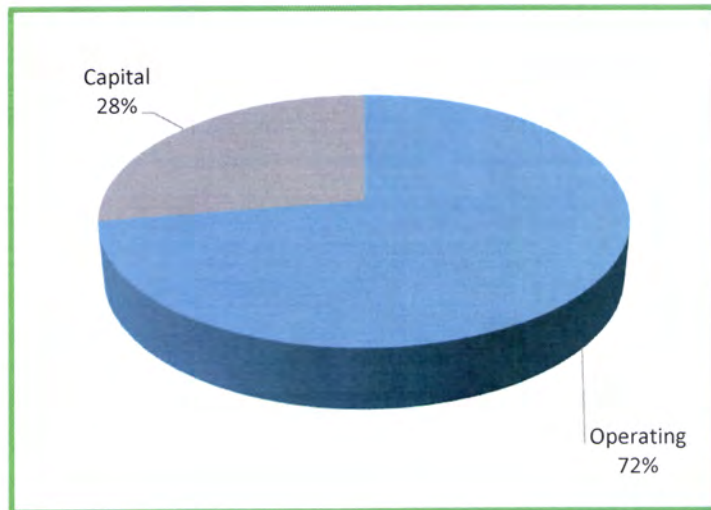
G/L 122

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	136,581	350,000	350,000
Interest	4,516	3,500	3,500
Other Revenue	148,748	10,000	10,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 289,845	\$ 363,500	\$ 363,500
EXPENDITURES			
Personnel	-	-	-
Operating	125,607	238,500	263,500
Capital	74,334	125,000	100,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 89,904	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	278,719	368,623	368,623
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 368,623	\$ 368,623	\$ 368,623

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 125,607.09	\$ 238,500.00	\$ 263,500.00
Capital	\$ 74,334.00	\$ 125,000.00	\$ 100,000.00
Total Budget	\$ 199,941.09	\$ 363,500.00	\$ 363,500.00

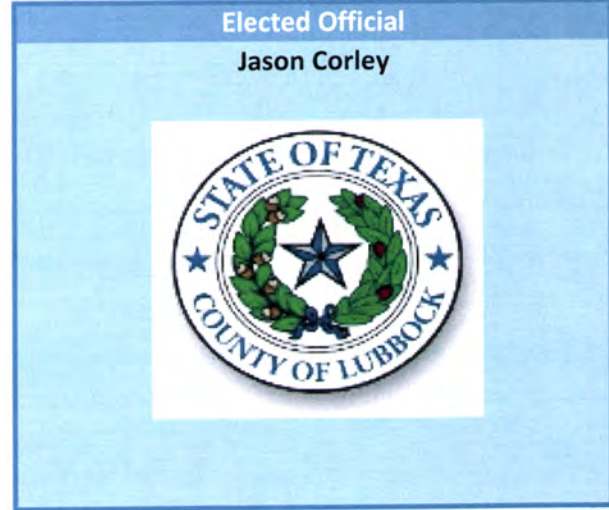
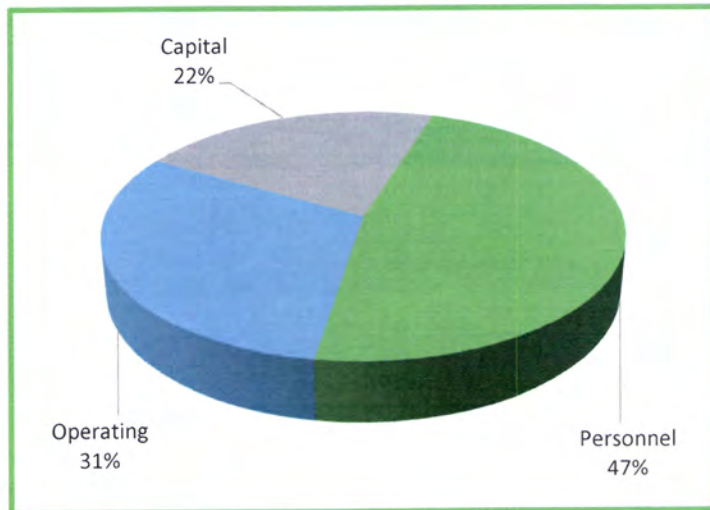


	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 94,709	\$ 101,926	\$ 107,364
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,274	3,000	3,000
Other Revenue	7,136	8,000	8,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 105,119	\$ 112,926	\$ 118,364
EXPENDITURES			
Personnel	70,622	84,000	108,014
Operating	37,027	25,473	69,863
Capital	13,758	-	49,000
OTHER SOURCES (USES)			
Transfers out	-	-	161
NET REVENUE (EXPENDITURES)	\$ (16,288)	\$ 3,453	\$ (108,674)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	161,438	145,151	148,604
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 145,151	\$ 148,604	\$ 39,930

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 70,621.81	\$ 84,000.00	\$ 108,014.00
Operating	\$ 37,027.23	\$ 25,473.00	\$ 70,024.00
Capital	\$ 13,757.86	\$ -	\$ 49,000.00
Total Budget	\$ 121,406.90	\$ 109,473.00	\$ 227,038.00



Major Accomplishments in 2019:

- Planted trees.

Goals for 2020:

- Replace worn out sprinkler system.
- Install keypad security system and convert to online rental of the clubhouses.
- Convert old tennis courts to parking.

Staff by Classification	FY18	FY19	FY20
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TAG GRANT

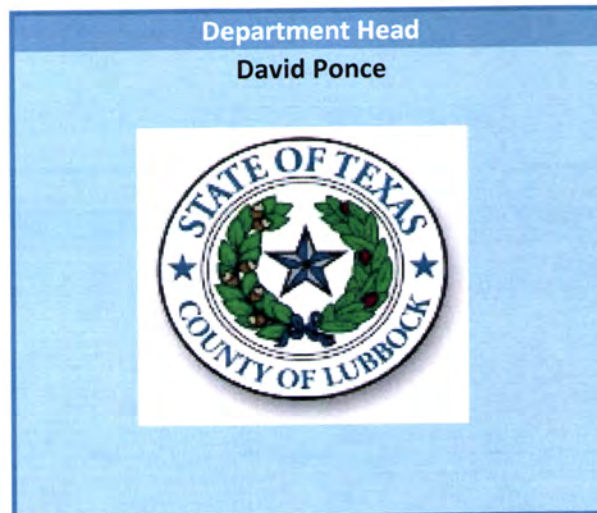
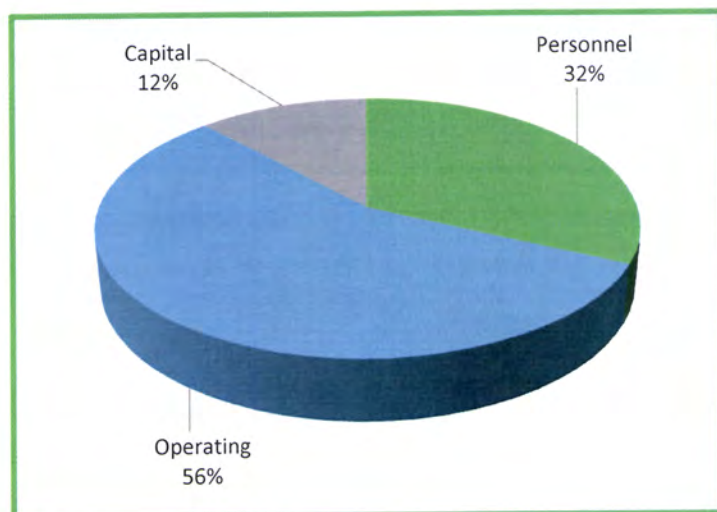
G/L 150

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	873,612	784,344	811,356
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 873,612	\$ 784,344	\$ 811,356
EXPENDITURES			
Personnel	138,396	266,816	260,092
Operating	712,261	404,384	455,222
Capital	22,955	113,144	96,042
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 2016-2017

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 138,396.05	\$ 266,816.00	\$ 260,092.00
Operating	\$ 712,261.35	\$ 404,384.00	\$ 455,222.00
Capital	\$ 22,954.67	\$ 113,144.00	\$ 96,042.00
Total Budget	\$ 873,612.07	\$ 784,344.00	\$ 811,356.00



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- The goals for the TAG Grant are to increase the number of gang members arrested for felony and misdemeanor offenses.
- Increase the number of weapons seized.
- Increase the number of gang members convicted.

Staff by Classification	FY18	FY19	FY20
Administrative	0	1	1
Clerical	0	1	2

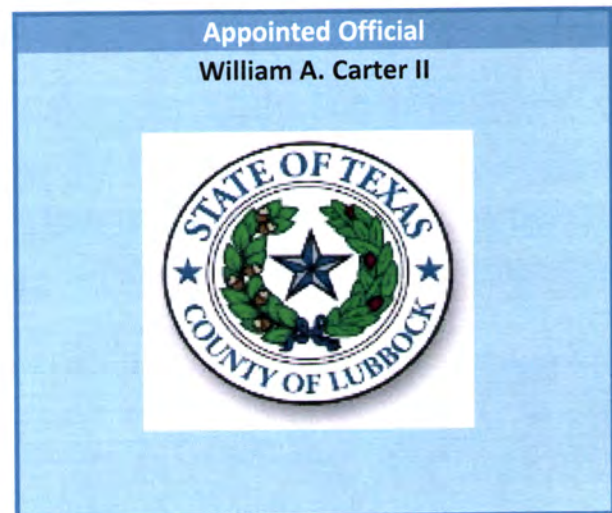
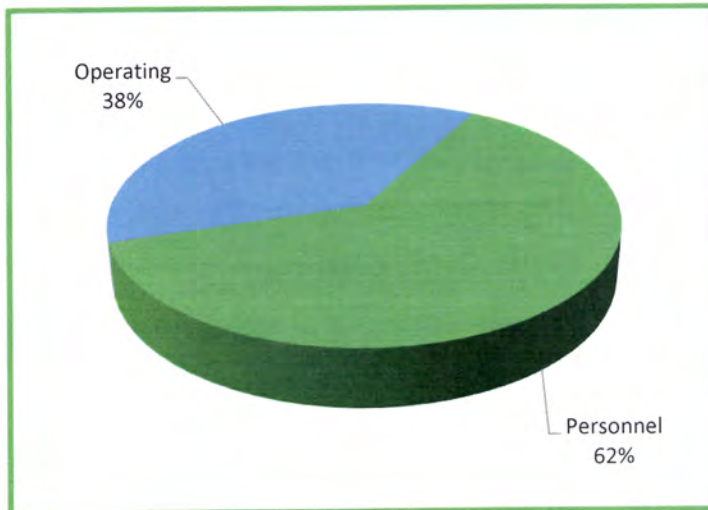
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TJJD (A) JUVENILE PROBATION COMMISSION GRANT

G/L 054

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	1,634,598	1,636,358	1,657,504
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	102,436	432,530	431,331
TOTAL REVENUE	\$ 1,737,034	\$ 2,068,888	\$ 2,088,835
EXPENDITURES			
Personnel	956,525	1,283,251	1,303,198
Operating	780,509	785,637	785,637
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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 956,525.12	\$ 1,283,251.00	\$ 1,303,198.00
Operating	\$ 780,508.76	\$ 785,637.00	\$ 785,637.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,737,033.88	\$ 2,068,888.00	\$ 2,088,835.00



Major Accomplishments in 2019:

- 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 2020:

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

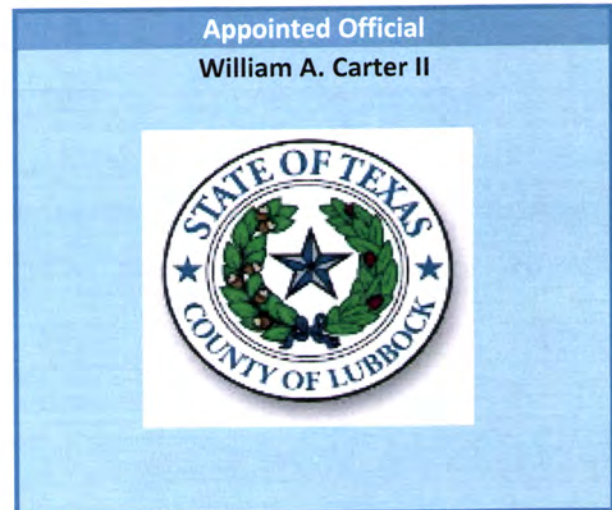
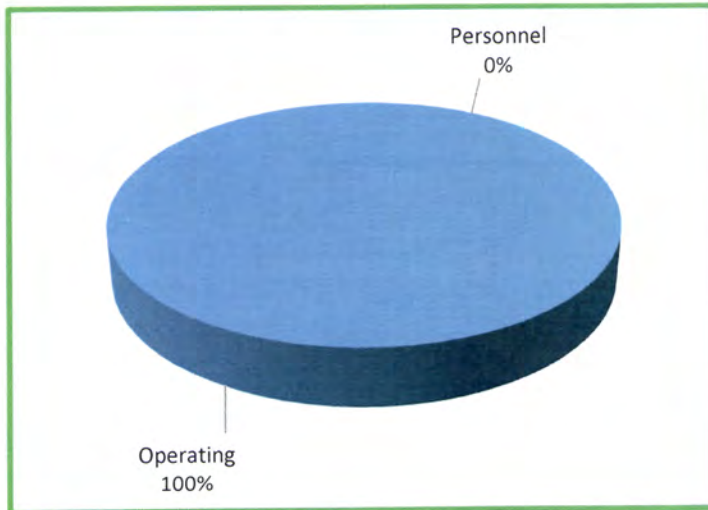
Staff by Classification	FY18	FY19	FY20
Professional	8	8	8
Public Safety	6	6	6

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	75,556	99,000	99,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	141,704	173,422	105,400
TOTAL REVENUE	\$ 217,260	\$ 272,422	\$ 204,400
EXPENDITURES			
Personnel	70,887	68,022	-
Operating	146,373	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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 70,887.03	\$ 68,022.00	\$ -
Operating	\$ 146,373.08	\$ 204,400.00	\$ 204,400.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 217,260.11	\$ 272,422.00	\$ 204,400.00



Major Accomplishments in 2019:

- Continued to screen juveniles for eligibility to be placed utilizing these federal funding streams.

Goals for 2020:

- Continue to screen juveniles for eligibility to be placed utilizing these federal funding streams.

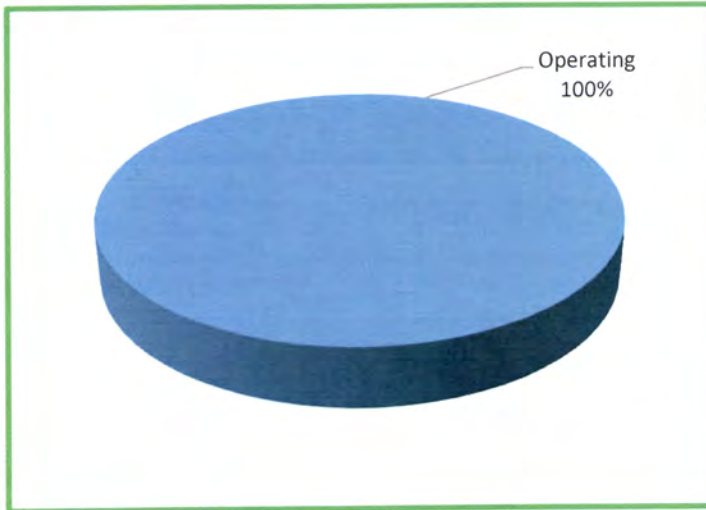
Staff by Classification	FY18	FY19	FY20
Professional	1	1	1

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	75,807	80,000	80,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 75,807	\$ 80,000	\$ 80,000
EXPENDITURES			
Personnel	-	-	-
Operating	75,807	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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 75,807.00	\$ 80,000.00	\$ 80,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 75,807.00	\$ 80,000.00	\$ 80,000.00



Appointed Official

William A. Carter II



Major Accomplishments in 2019:

- Continued to provide juveniles who have been expelled for any mandatory offense from their regular campus a place to continue their education.

Goals for 2020:

- Continue to provide juveniles who have been expelled for any mandatory offense from their regular campus a place to continue their education.
- Begin more "service learning" programs.

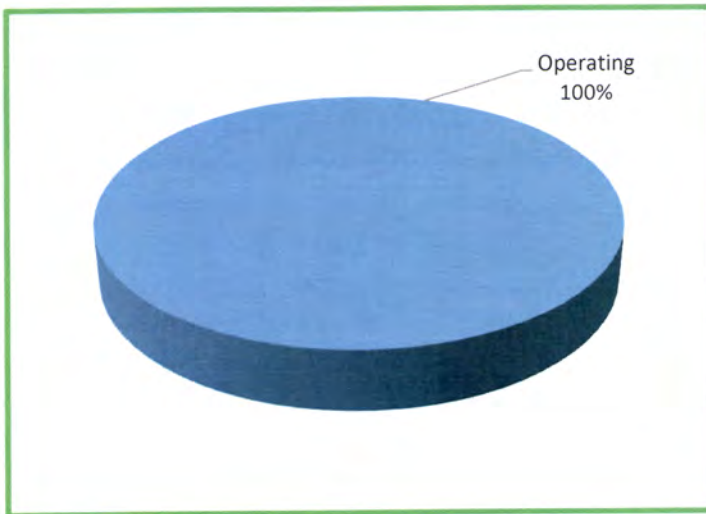
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TJJD (R) REGIONAL DIVERSION GRANT

G/L 047

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	11,769	-	12,422
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 11,769	\$ -	\$ 12,422
EXPENDITURES			
Personnel	-	-	-
Operating	11,769	-	12,422
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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 11,769.30	\$ -	\$ 12,422.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 11,769.30	\$ -	\$ 12,422.00	



Major Accomplishments in 2019:

- 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.

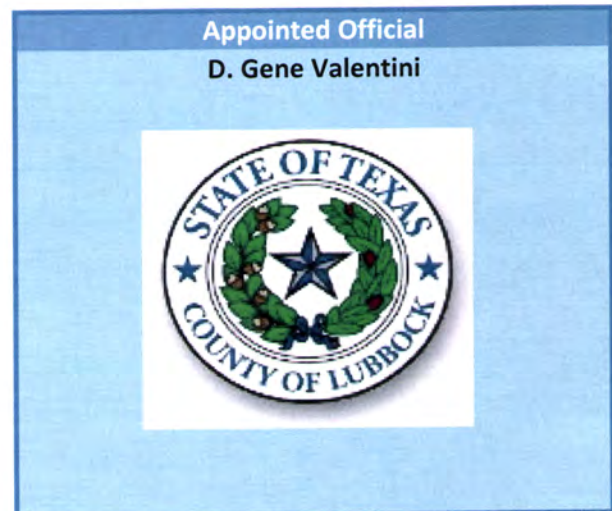
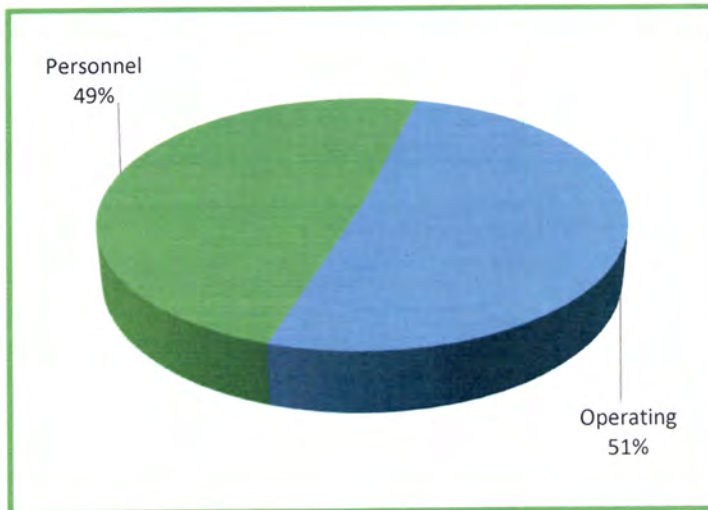
Goals for 2020:

- 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.

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	67,958	125,000	300,000
Fees	-	500	1,500
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	29,125	50,000	118,500
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 97,084	\$ 175,500	\$ 420,000
EXPENDITURES			
Personnel	50,273	88,565	205,554
Operating	46,811	86,935	214,446
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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ 50,272.66	\$ 88,565.00	\$ 205,554.00
Operating	\$ 46,810.83	\$ 86,935.00	\$ 214,446.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 97,083.49	\$ 175,500.00	\$ 420,000.00



Major Accomplishments in 2019:

- Passage of new Farm Bill that continues State Agriculture Mediation Program.
- Maintained low per case mediation expense.

Goals for 2020:

- Revamp agriculture mediation program to reflect expansion of services in the new Farm Bill.
- Develop focus populations (i.e. Mennonites) that may need mediation services.
- Revive Outreach activities.

Staff by Classification	FY18	FY19	FY20
Clerical	2	2	2

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
VINE GRANT

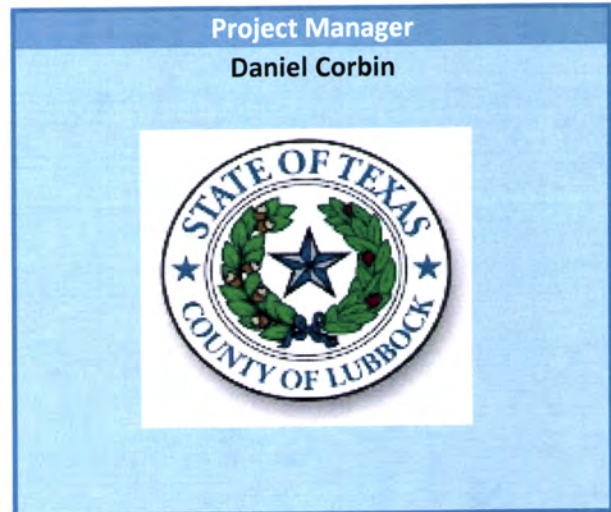
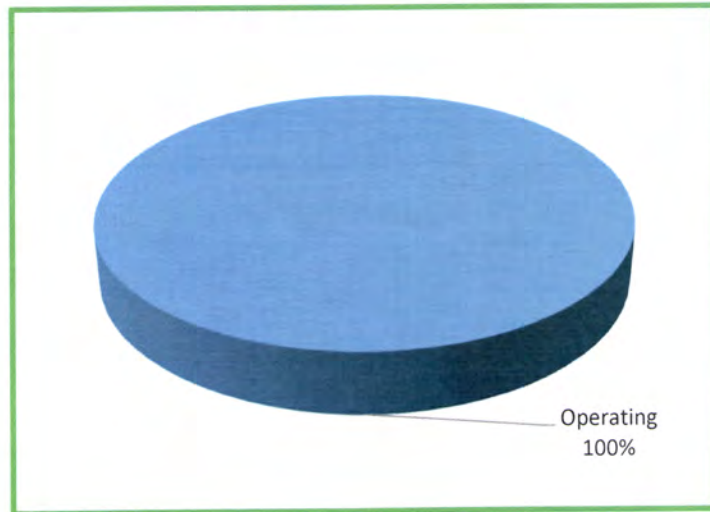
G/L 126

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	28,547	27,716	27,716
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 28,547	\$ 27,716	\$ 27,716
EXPENDITURES			
Personnel	-	-	-
Operating	28,547	27,716	27,716
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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 28,546.78	\$ 27,716.00	\$ 27,716.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 28,546.78	\$ 27,716.00	\$ 27,716.00



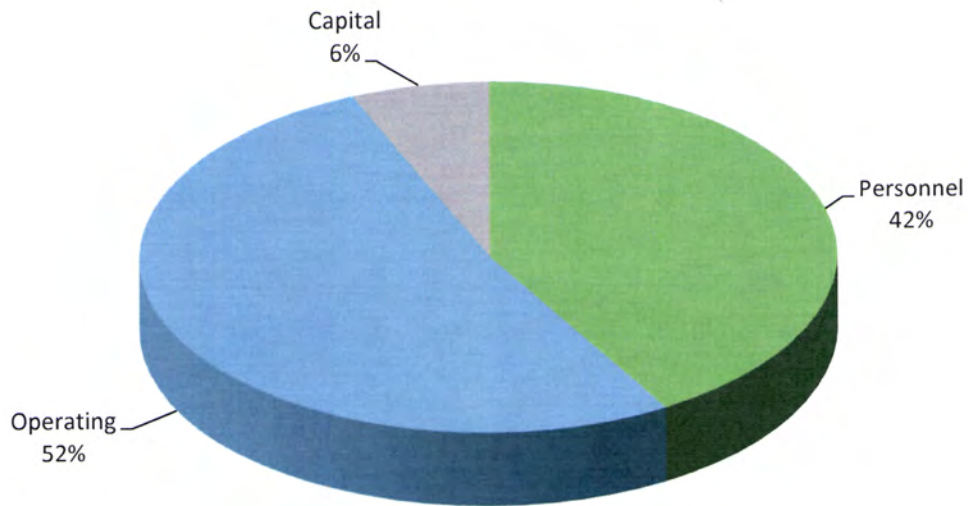
Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



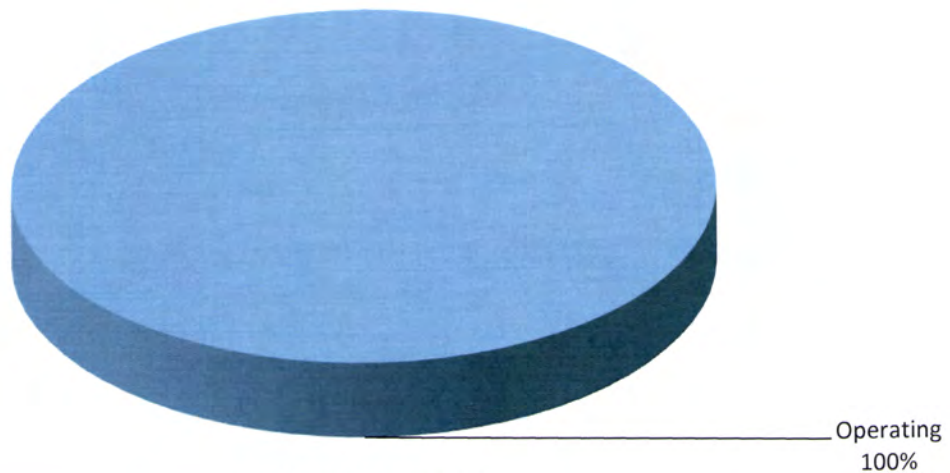
Debt Service Funds
Revenue & Expenditure
Summaries

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.



Total Budget All Funds



All Debt Service Funds

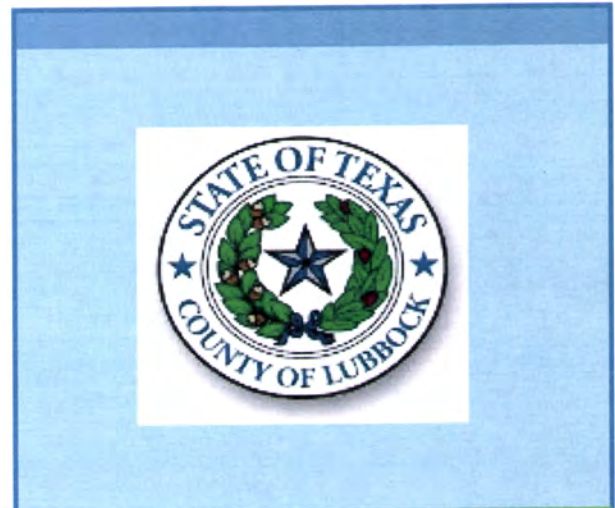
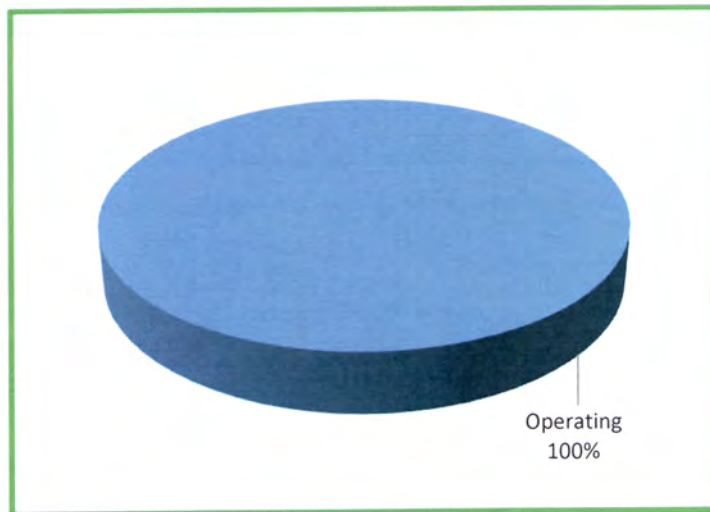
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013

G/L 206

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 173,182	\$ 197,209	\$ 197,784
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,097	2,000	1,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 177,279	\$ 199,209	\$ 198,784
EXPENDITURES			
Personnel	-	-	-
Operating	173,200	199,209	198,784
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 4,079	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	185,343	189,422	189,422
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 189,422	\$ 189,422	\$ 189,422

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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 173,200.00	\$ 199,209.00	\$ 198,784.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 173,200.00	\$ 199,209.00	\$ 198,784.00



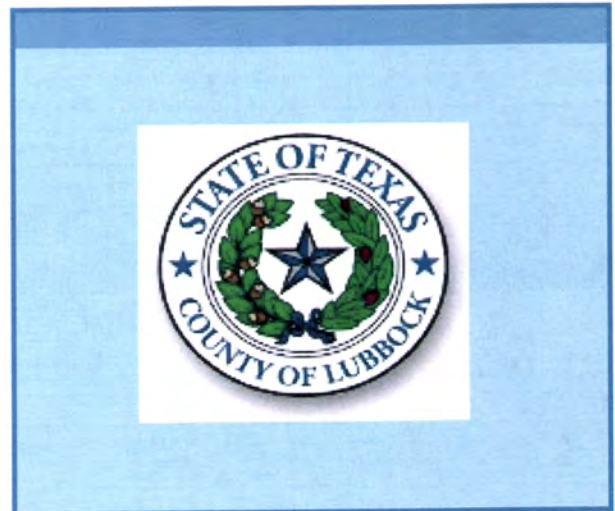
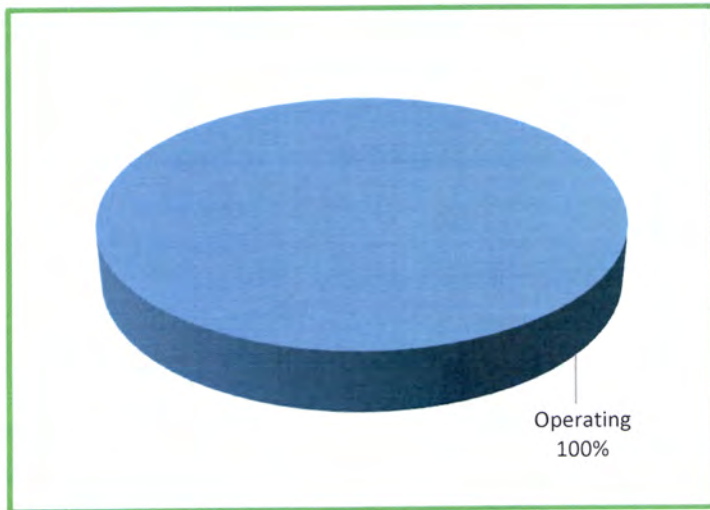
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016

G/L 201

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 5,588,557	\$ 6,477,594	\$ 6,429,418
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	22,973	9,000	30,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 5,611,530	\$ 6,486,594	\$ 6,459,418
EXPENDITURES			
Personnel	-	-	-
Operating	5,733,618	6,486,594	6,459,418
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (122,088)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	839,881	717,793	717,793
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 717,793	\$ 717,793	\$ 717,793

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.

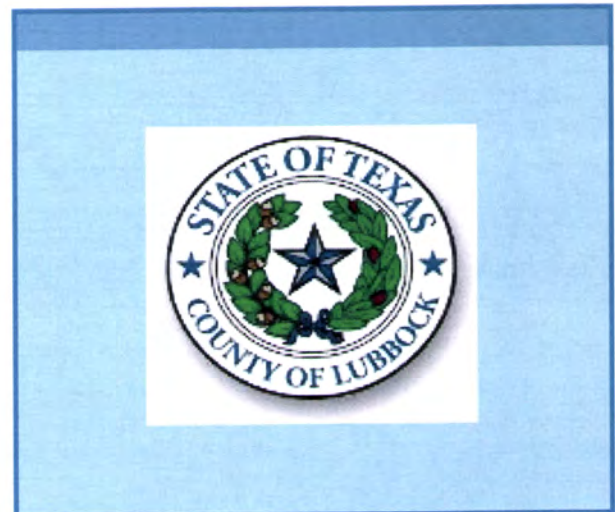
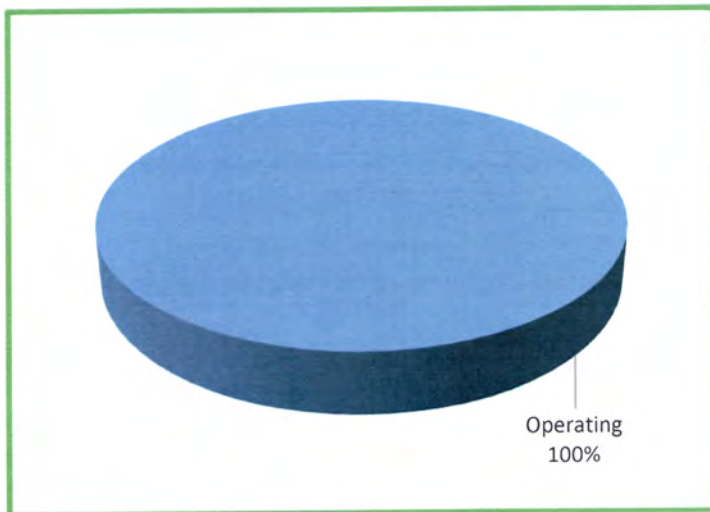
Adopted Budget for the Fiscal Year 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 5,733,618.00	\$ 6,486,594.00	\$ 6,459,418.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,733,618.00	\$ 6,486,594.00	\$ 6,459,418.00



	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ 1,262,823	\$ 1,400,331	\$ 1,418,160
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	62	2,000	6,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 1,262,885	\$ 1,402,331	\$ 1,424,160
EXPENDITURES			
Personnel	-	-	-
Operating	1,244,100	1,402,331	1,424,160
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 18,785	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	18,785	18,785
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 18,785	\$ 18,785	\$ 18,785

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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 1,244,100.00	\$ 1,402,331.00	\$ 1,424,160.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,244,100.00	\$ 1,402,331.00	\$ 1,424,160.00



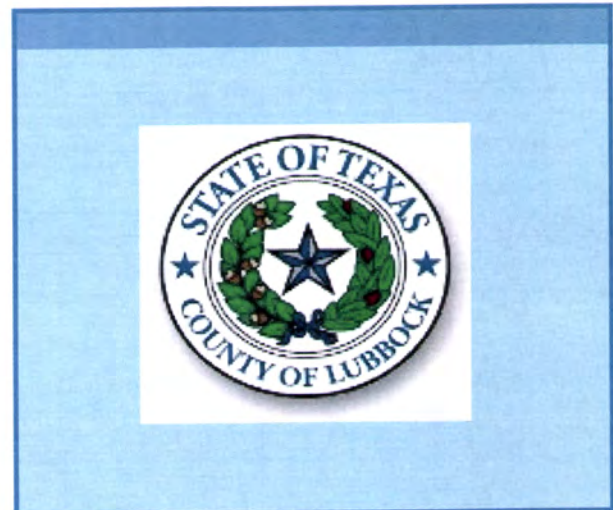
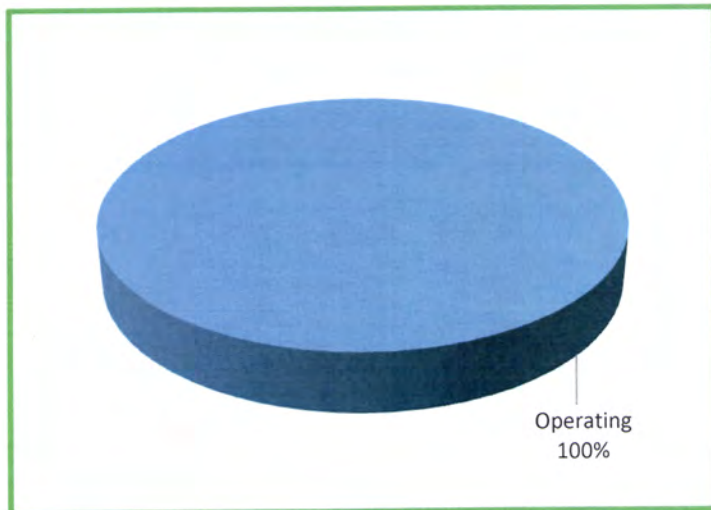
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
UNLIMITED TAX ROAD BONDS, SERIES 2019

G/L 202

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ 399,659
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	1,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 400,659
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	400,659
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 2019-2020					
	FY18 Actual		FY19 Estimates		FY 20 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ 400,659.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	-	\$ 400,659.00



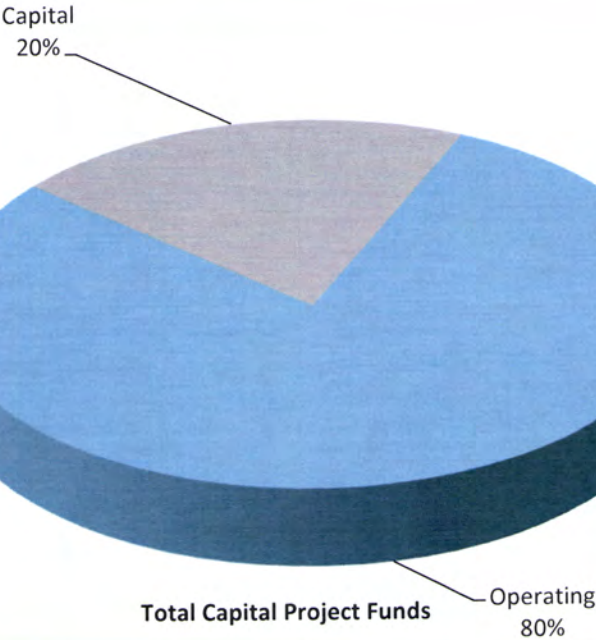
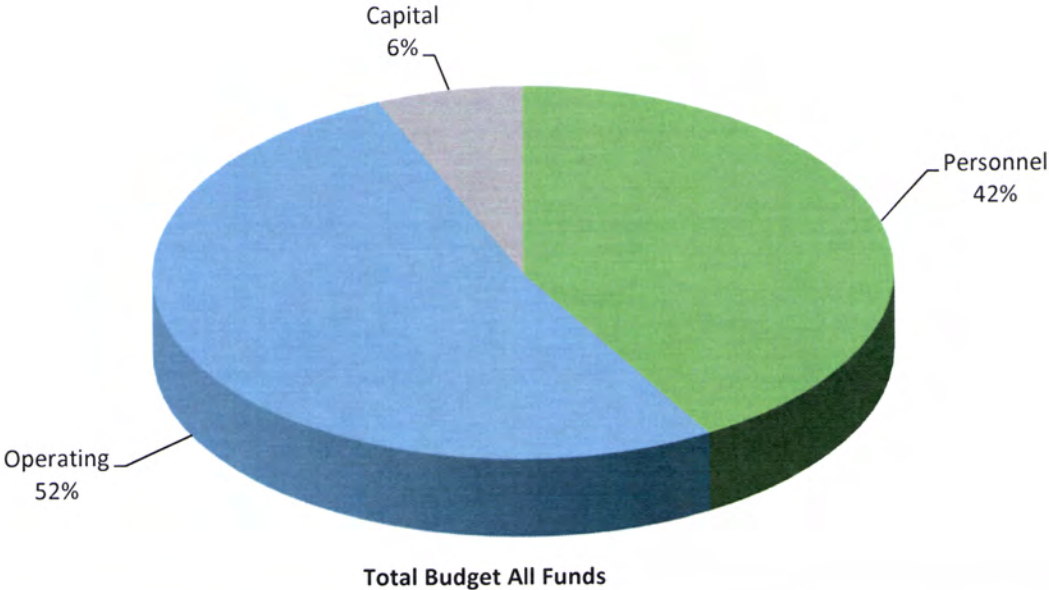
Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



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.



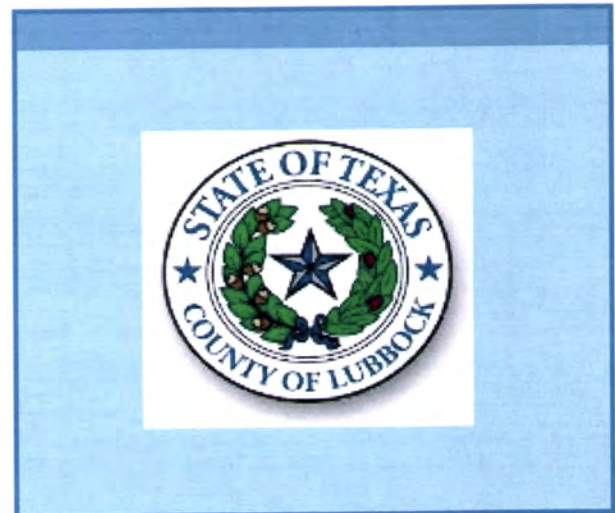
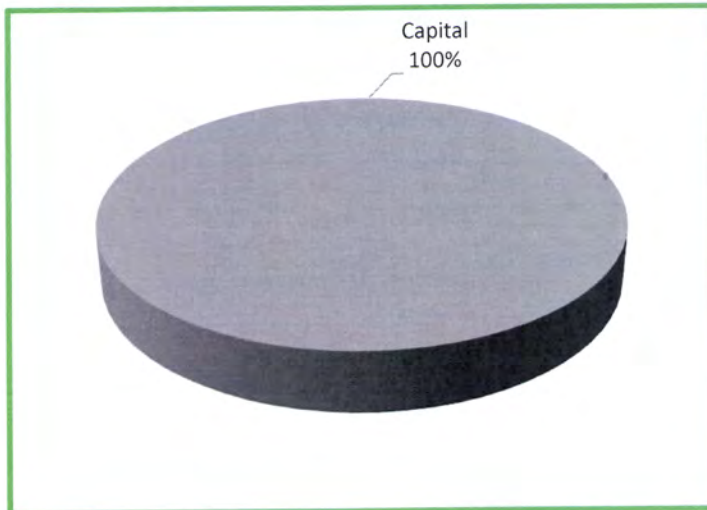
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CRTC RENOVATIONS

G/L 306

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	12,498	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 12,498	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	55,629	-	-
Capital	730,671	332,106	151,787
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (773,803)	\$ (332,106)	\$ (151,787)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,257,696	483,893	151,787
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 483,893	\$ 151,787	\$ -

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 2019-2020				
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 55,629.25	\$ -	\$ -	
Capital	\$ 730,671.00	\$ 332,106.00	\$ 151,787.00	
Total Budget	\$ 786,300.25	\$ 332,106.00	\$ 151,787.00	



Major Accomplishments in 2019:

- Completed Phase II Kitchen, Central Control, Medical, and Intake renovations at the Lubbock County Residential Treatment Center.
- Start Phase III, Pod renovation at the Lubbock County Residential Treatment Center.

Goals for 2020:

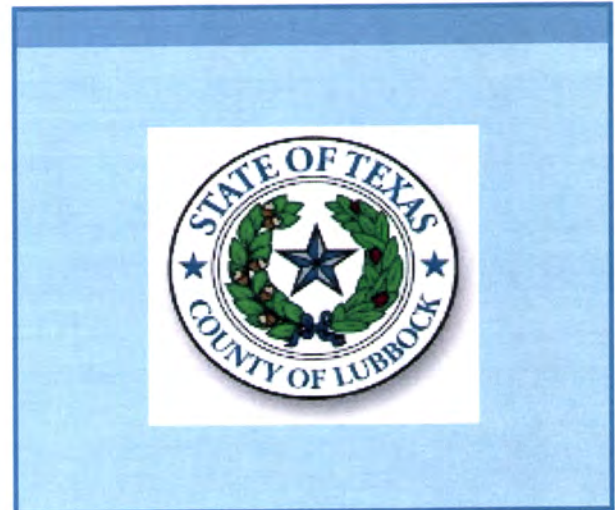
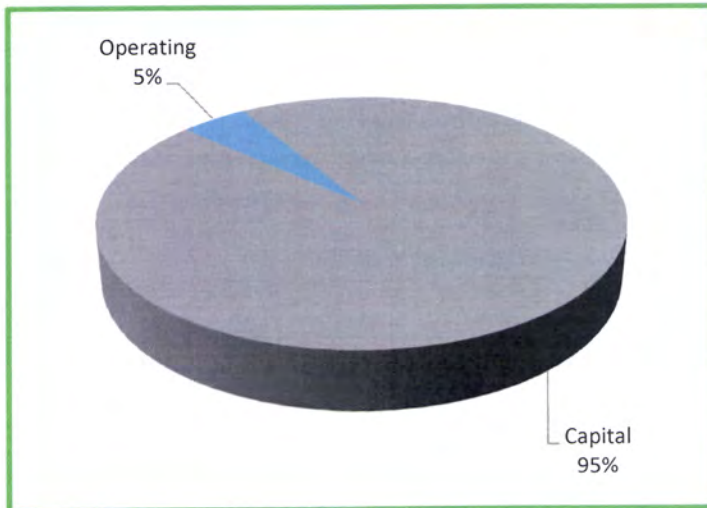
- Complete Phase III, Pod renovation at the Lubbock County Residential Treatment Center.

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	7,161	2,000	5,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	1,141,000	898,000	1,998,213
TOTAL REVENUE	\$ 1,148,161	\$ 900,000	\$ 2,003,213
EXPENDITURES			
Personnel	-	-	-
Operating	-	30,000	95,000
Capital	989,591	870,000	1,908,213
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 158,570	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	411,167	569,737	569,737
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 569,737	\$ 569,737	\$ 569,737

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 2019-2020

	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ -	\$ 30,000.00	\$ 95,000.00
Capital	\$ 989,590.97	\$ 870,000.00	\$ 1,908,213.00
Total Budget	\$ 989,590.97	\$ 900,000.00	\$ 2,003,213.00



Major Accomplishments in 2019:

- Completed Phase II Kitchen, Central Control, Medical, and Intake renovations at the Lubbock County Residential Treatment Center.
- Start Phase III, Pod renovation at the Lubbock County Residential Treatment Center.

Goals for 2020:

- Complete Phase III, Pod renovation at the Lubbock County Residential Treatment Center.

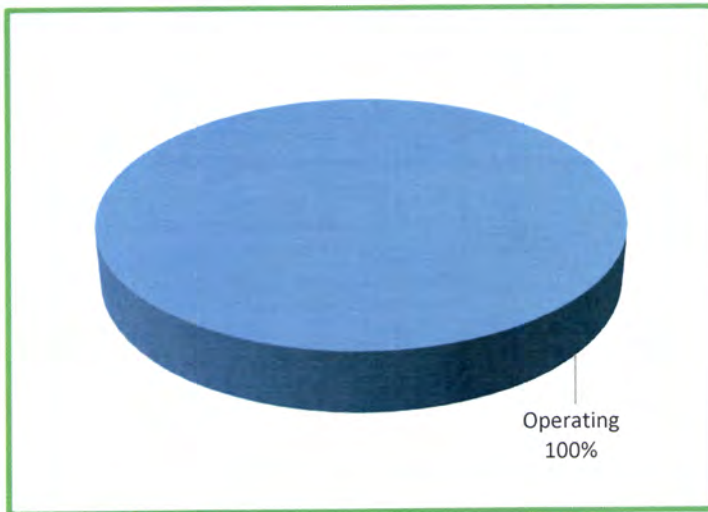
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
MPO ROAD CONSTRUCTION

G/L 301

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	2,648,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	598	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	1,009,600	-
TOTAL REVENUE	\$ -	\$ 1,010,198	\$ 2,648,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	724,929	2,863,236
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 285,269	\$ (215,236)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	285,269
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ 285,269	\$ 70,033

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 2016-2017				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ 724,929.00	\$ 2,863,236.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 724,929.00	\$ 2,863,236.00	



Major Accomplishments in 2019:

- 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 2020:

- 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 .

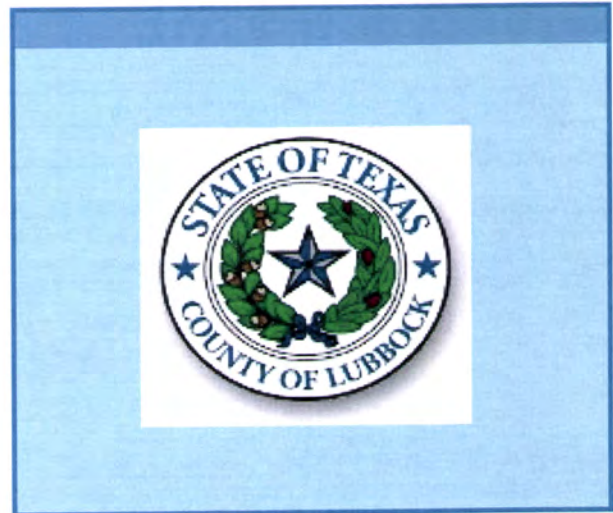
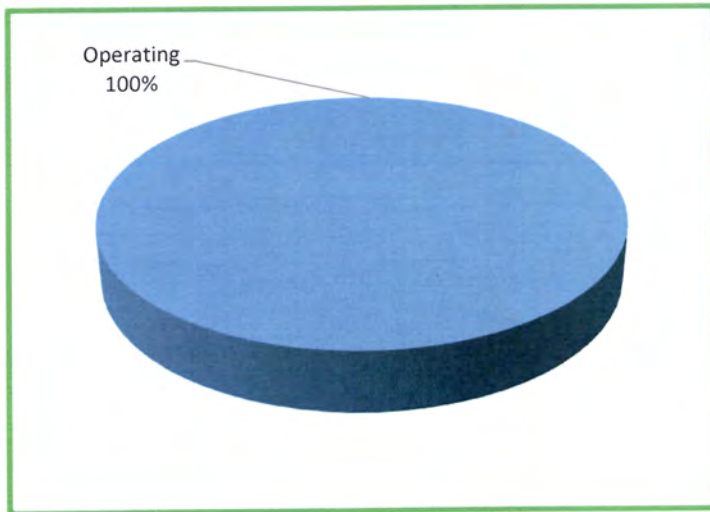
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TAX ROAD BONDS CONSTRUCTION

G/L 302

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	1,000
Other Revenue	-	5,125,000	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ 5,125,000	\$ 1,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	5,126,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 5,125,000	\$ (5,125,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	5,125,000
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ 5,125,000	\$ -

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 of county roads financed through Tax Road Bond Funds.

Adopted Budget for the Fiscal Year 2019-2020					
	FY18 Actual		FY19 Estimates		FY 20 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ 5,126,000.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	-	\$ 5,126,000.00



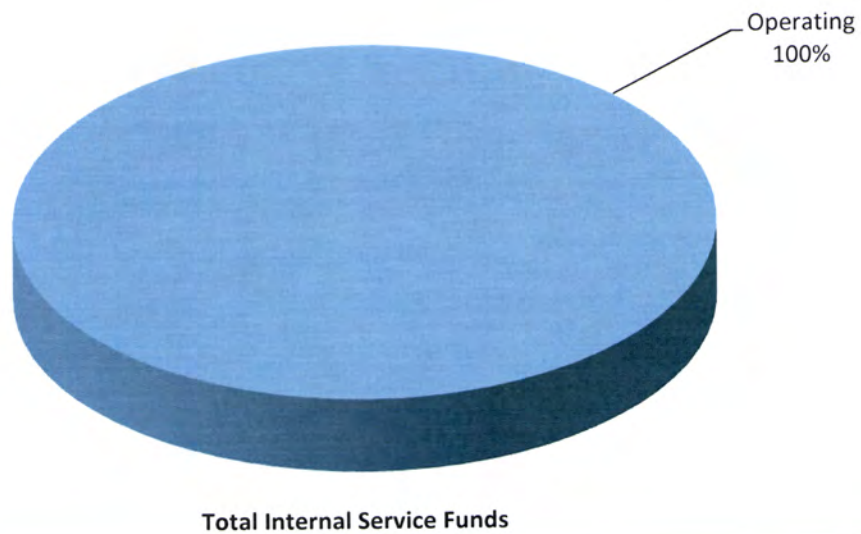
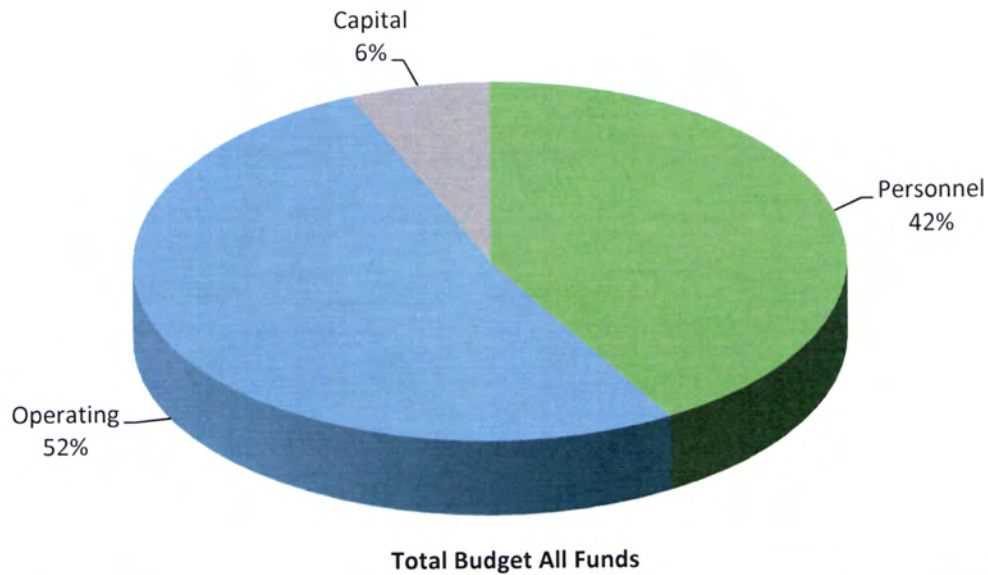
Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



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.



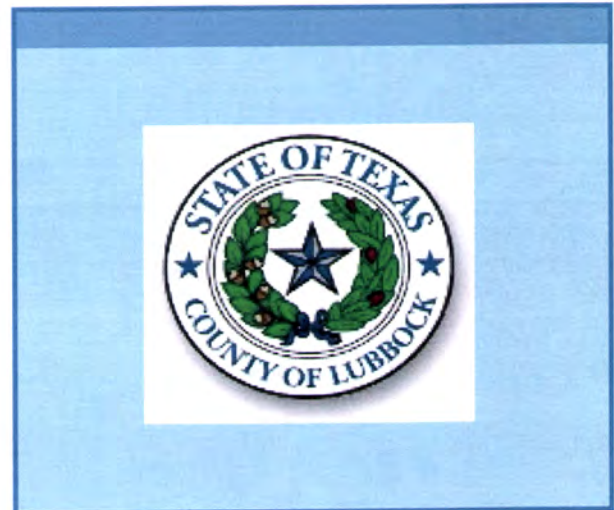
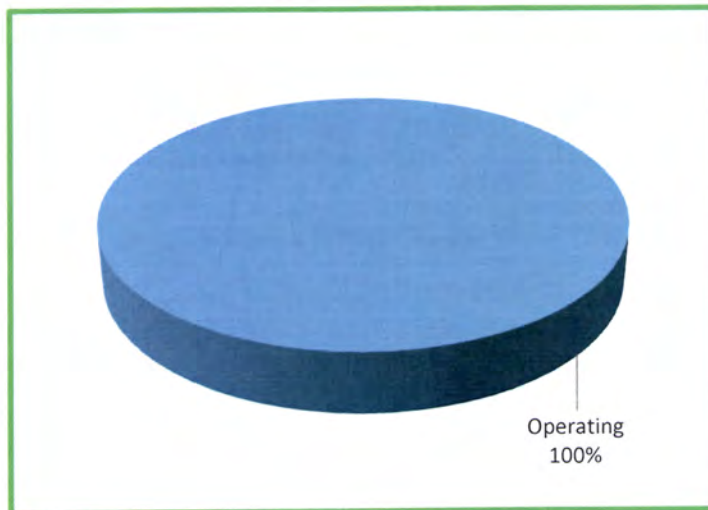
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
EMPLOYEE HEALTH BENEFIT

G/L 401

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	125,783	60,000	100,000
Other Revenue	13,352,020	13,163,000	13,100,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 13,477,803	\$ 13,223,000	\$ 13,200,000
EXPENDITURES			
Personnel	-	-	-
Operating	12,598,446	13,263,000	13,200,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 879,357	\$ (40,000)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	5,543,337	6,422,694	6,382,694
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 6,422,694	\$ 6,382,694	\$ 6,382,694

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 2019-2020			
	<u>FY18 Actual</u>	<u>FY19 Estimates</u>	<u>FY 20 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 12,598,445.98	\$ 13,263,000.00	\$ 13,200,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 12,598,445.98	\$ 13,263,000.00	\$ 13,200,000.00



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- Change new hire effective date on benefits to 1st of the month following 60 days of employment.
- Reduce GASB liability by eliminating the connection of COBRA rates to retiree premiums and eliminate retiree dental subsidy.
- Consider adding additional premium tiers, example: Employee+ 1 Dependent, Employee + 2 Dependents, etc.

Performance Measures	FY17	FY18	FY19
Average Covered Employees	947	932	935
Average Covered Pre-65 Retirees	28	26	24
Average Covered Post-65 Retirees	51	N/A	N/A
Average Pre-65 Retirees Insurance Marketplace	N/A	4	4
Average Post-65 Retirees Medicare Supplement Marketplace	N/A	59	58

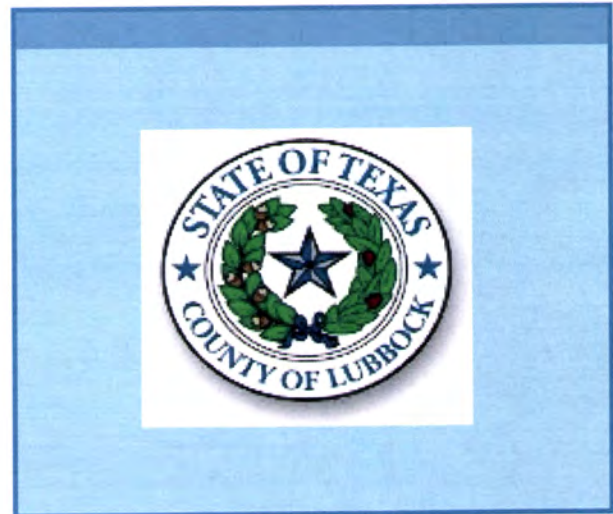
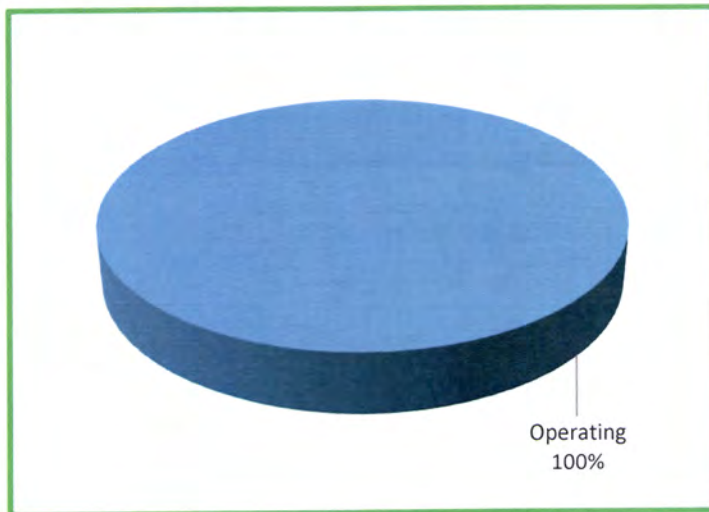
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
WORKERS' COMPENSATION

G/L 403

	2017-2018 Actuals	2018-2019 Estimates	2019-2020 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	195,064	120,937	120,000
Other Revenue	1,652,702	1,609,342	1,510,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 1,847,766	\$ 1,730,279	\$ 1,630,500
EXPENDITURES			
Personnel	-	-	-
Operating	338,180	1,015,434	1,630,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	4,000,000	2,500,000
NET REVENUE (EXPENDITURES)	\$ 1,509,586	\$ (3,285,155)	\$ (2,500,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	8,527,907	10,037,493	6,752,338
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 10,037,493	\$ 6,752,338	\$ 4,252,338

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 2019-2020				
	FY18 Actual	FY19 Estimates	FY 20 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 338,180.27	\$ 5,015,434.00	\$ 4,130,500.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 338,180.27	\$ 5,015,434.00	\$ 4,130,500.00	



Major Accomplishments in 2019:

- N/A

Goals for 2020:

- Possible participation or creating a 504 Physician Panel "network."
- Analyze cause of injury for safety department to facilitate trainings.
- Budget based on Workers' Compensation code and actual claim cost.

Performance Measures	FY17	FY18	FY19
Total Claims Processed	113	126	118
Number of Days of Lost Time	220	220	236

Lubbock County, Texas
Adopted Budget
FY 2019 - 2020



Appendix



RESOLUTION

SETTING THE 2019 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 2019, that the tax rate for the year 2019 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 2019 Tax Rate for Lubbock County be and the same is hereby **ADOPTED** on \$100.00 valuation for the tax year 2019, as follows:

\$.300650	for the purpose of maintenance and operation
\$.039328	for the payment of principal and interest on debt
\$.339978	TOTAL TAX RATE

BE IT FURTHER ORDAINED AND ORDERED, that the 2019 original Tax Levy for Lubbock County is \$72,046,316.

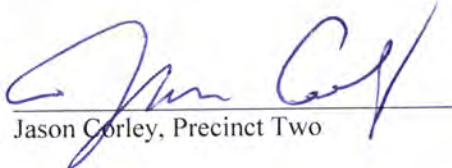
**THIS TAX RATE WILL RAISE MORE TAXES FOR
MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

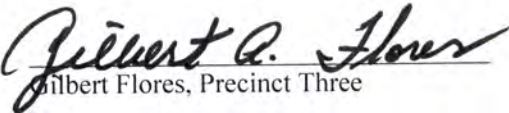
ACCORDINGLY, the Lubbock Central Appraisal District is hereby authorized to assess and collect the taxes of Lubbock County, Texas in accordance herewith.

SO ORDERED AND ORDAINED on this the 23rd day of September, 2019, 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 Pinion, 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 & LCJC

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 2019.

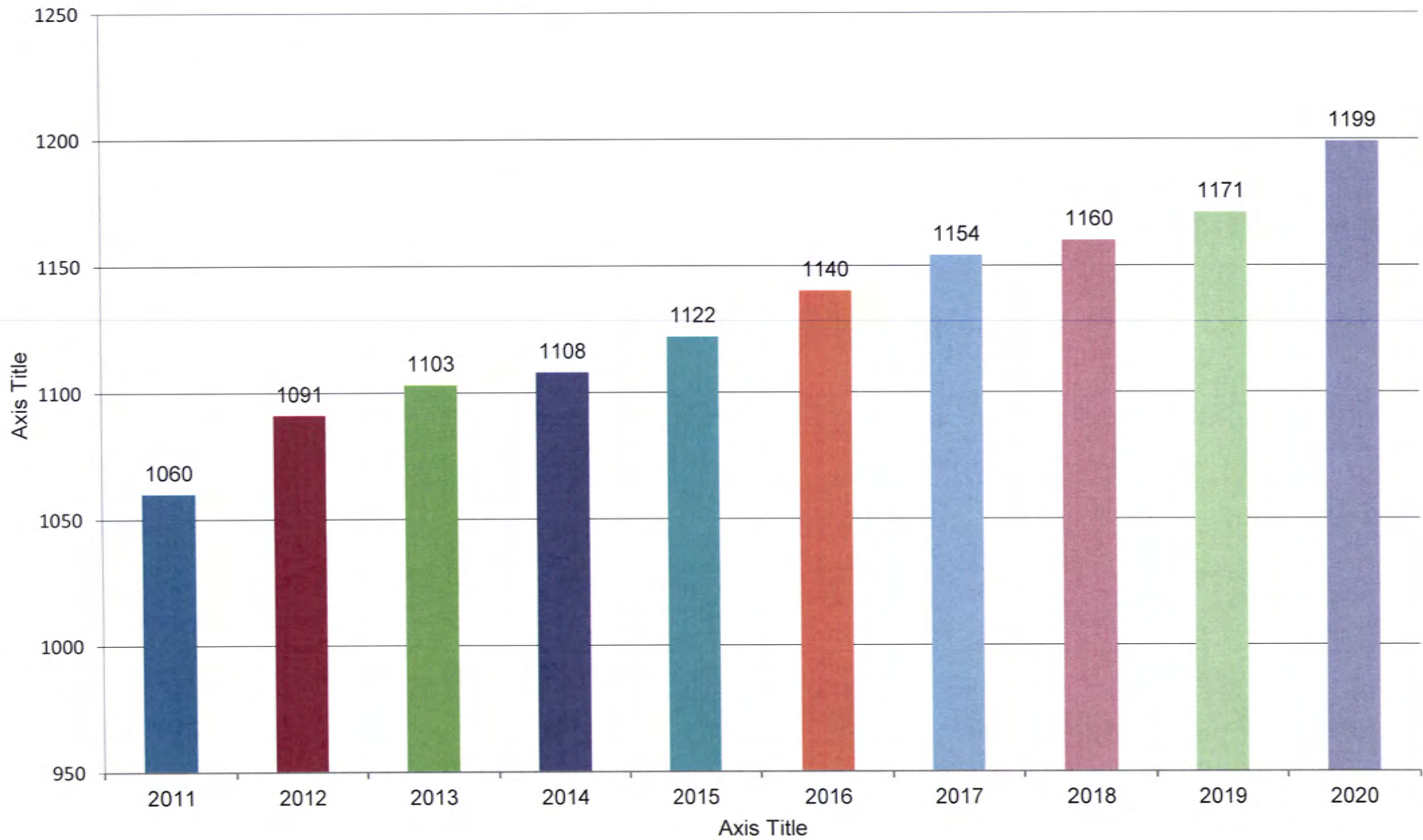
Lubbock County Commissioners' Court approved the following increases to departmental budgets for FY 2020.

- | | |
|---|----|
| • Employees earning less than \$40,000 | 3% |
| • Employees earning \$40,000 - \$60,000 | 2% |
| • Employees earning \$60,000 - \$80,000 | 1% |

Lubbock County will add new staff to several departments for the 2019-2020 budget including the following positions.

- | | |
|---|----|
| • Commissioners' Court | 1 |
| • Consolidated Road and Bridge | 3 |
| • Facility Maintenance | 1 |
| • Purchasing | 1 |
| • Sheriff (5 full-time and 4 part/time) | 9 |
| • Technology & Information Systems | 13 |

LUBBOCK COUNTY, TEXAS
EMPLOYEE HISTORY
TEN FISCAL YEARS



LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	<u>2011</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>
Administrative Research	3	3	3	2	2	2	2	2	0	0
Commissioners' Court	5	5	5	5	5	5	5	5	7	8
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	3	2	3	3	3	3	1	1	2
County Records Mgt. and Preservation	1	1	1	1	1	1	1	1	1	1
Information Services	16	16	16	15	15	15	15	15	2	0
Information & Technology Systems	0	0	0	0	0	0	0	0	14	29
<u>General Administration</u>	<u>53</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>
Auditor	13	13	13	14	15	15	15	15	15	15
Human Resources	4	4	4	5	5	5	5	5	5	5
Purchasing	5	5	5	5	5	5	5	5	5	6
Tax	30	30	30	30	32	32	33	36	36	36
Treasurer	4	4	4	4	4	4	5	5	5	5
<u>Financial</u>	<u>56</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>
Appellate Court	0	0	0	4	4	4	4	4	4	4
CJD Drug Court	2	2	2	1	1	0	0	0	0	0
District Clerk	29	29	30	30	30	30	30	30	30	30
District Courts	37	37	38	40	41	41	42	42	44	43
DOJ Drug Court	0	0	0	0	0	0	0	0	0	0
Judicial Compliance	6	6	6	6	6	7	7	7	7	7
Justice of the Peace 1	5	4	4	4	4	5	5	5	5	5
Justice of the Peace 2	4	4	5	5	5	5	5	5	5	5
Justice of the Peace 3	4	4	4	4	4	4	4	4	4	4
Justice of the Peace 4	5	5	5	5	5	5	5	5	5	5
<u>Judicial</u>	<u>92</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>

* Note: Years are based on the fiscal year starting October 1st through September 30th.

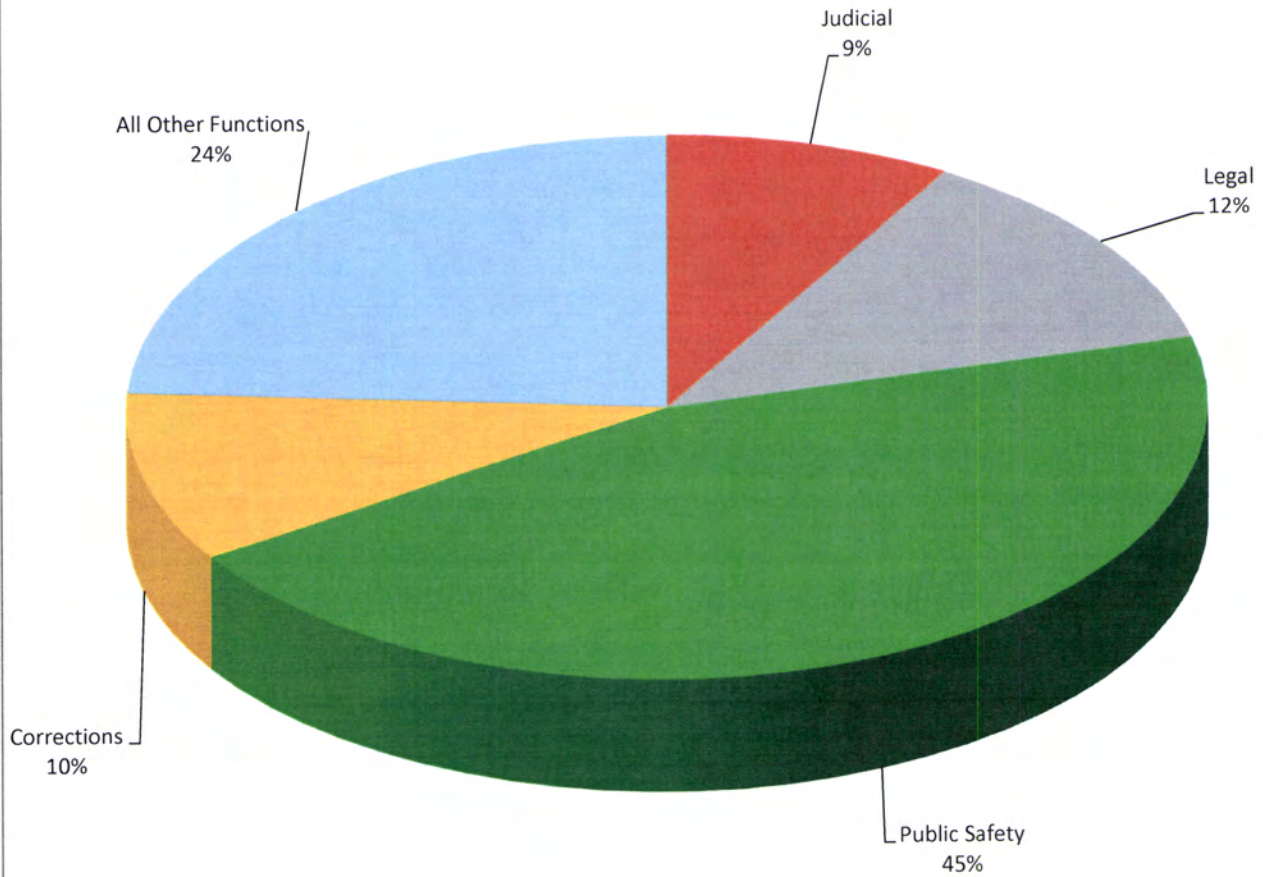
LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	<u>2011</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>
CDA Business Crimes	4	4	1	1	0	0	0	0	0	0
CDA VOCA Victim Advocacy Project	0	0	0	0	0	0	2	2	2	2
Dispute Resolution	4	3.65	3.65	3.00	3	3	3	3	3	3
District Attorney	72	72	72	72	74	74	74	75	77	77
Domestic Relations Office	3	3.15	2.40	3.00	3	3	3	3	3	3
Domestic Violence Grant	2	2	2	2	2	2	1	0	0	0
Domestic Violence Recovery	1	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	24	55	64	55	55	55	55	55	56	56
CDA SPATTF Grant	6	6	6	6	6	6	6	6	6	6
TIDC Grant	0	0	0	0	0	1	0	0	0	0
Trauncy	2	1.50	0.50	1.00	0	0	0	0	0	0
USDA AG Mediation Grant	6	5.70	1.45	1.00	0	1	1	2	2	2
VCLG-Crime Victims	1	0	0	0	0	0	0	0	0	0
<u>Legal</u>	<u>125</u>	<u>154</u>	<u>154</u>	<u>145</u>	<u>144</u>	<u>146</u>	<u>146</u>	<u>147</u>	<u>150</u>	<u>150</u>
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	3	2	3	3	3	3	3	3
Detention Center	365	349	349	349	354	357	350	350	351	351
Medical Examiner	12	12	13	13	13	14	18	18	13	13
Sheriff	111	126	133	134	138	148	148	148	148	157
Sheriff Commissary Salary	0	0	0	0	0	0	8	8	8	8
TAG Grant	0	0	0	0	0	0	0	0	2	2
<u>Public Safety</u>	<u>495</u>	<u>494</u>	<u>502</u>	<u>502</u>	<u>512</u>	<u>526</u>	<u>531</u>	<u>531</u>	<u>529</u>	<u>538</u>
Facility Maintenance	59	59	59	64	65	66	71	71	71	72
<u>Facilities</u>	<u>59</u>	<u>59</u>	<u>59</u>	<u>64</u>	<u>65</u>	<u>66</u>	<u>71</u>	<u>71</u>	<u>71</u>	<u>72</u>

LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

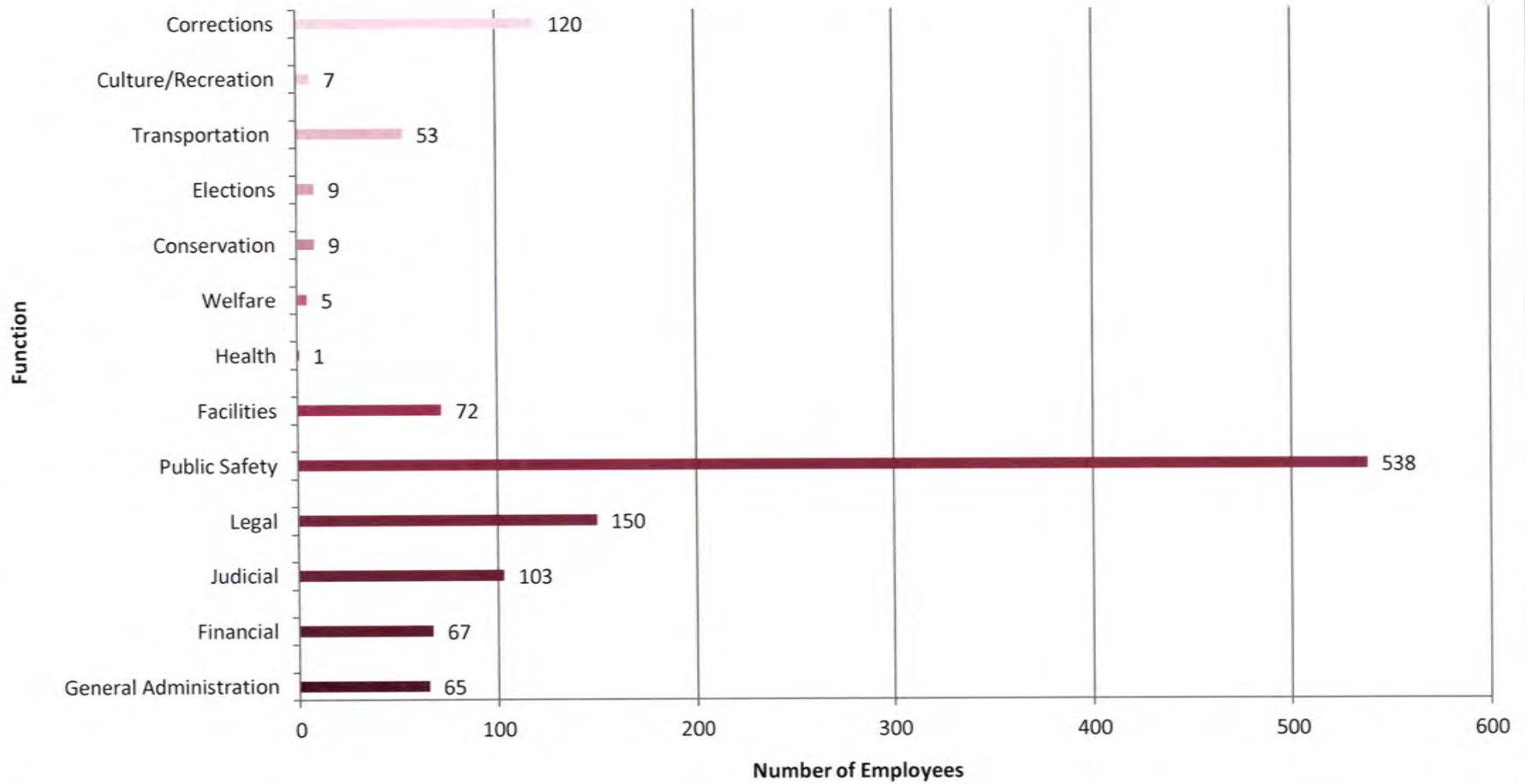
Department	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
Safety and Enviromental	1	1	1	1	1	1	1	1	1	1
<u>Health</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
General Assistance	4	4	4	4	4	4	4	4	4	4
Veteran's Affairs	1	1	1	1	1	1	1	1	1	1
<u>Welfare</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Texas AgriLife Extension	8	8	8	8	8	8	9	9	9	9
<u>Conservation</u>	<u>8</u>	<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>
Elections	8	9	9	9	9	9	9	9	9	9
<u>Elections</u>	<u>8</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
Consolidated Road and Bridge	40	42	43	42	42	43	43	48	48	51
Public Works	2	2	2	2	2	2	1	1	2	2
<u>Transportation</u>	<u>42</u>	<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>
Park Precinct 1	2	2	2	2	2	2	2	2	2	2
Park Precinct 2	3	3	3	3	3	2	2	2	2	2
Park Precinct 3	2	2	2	2	2	1	1	1	1	1
Park Precinct 4	2	2	2	2	2	2	2	2	2	2
<u>Culture/Recreation</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
Comm Corr Asst Program - LCJJC	1	0	0	0	0	0	0	0	0	0
Juvenile Detention	59	52	52	57	57	60	61	61	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	0	1	1	1	0	0	0	0	0
Juvenile Probation	25	25	25	25	25	27	28	27	27	27
Juvenile Star Program	9	9	9	7	9	9	8	8	8	8
TJJD (A) Juvenile Probation Commission Grant	11	20	20	21	19	14	14	14	14	14
TJJD (E) Title IV E	1	1	1	1	1	1	1	1	1	1
<u>Corrections</u>	<u>109</u>	<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>Total Budgeted Positions</u>	<u>1060</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>

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	2	0	8
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	0	0	0	0	0	1	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	27	1	0	29
General Administration Classification Total:	6	0	3	2	0	27	26	1	65
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	6	1	43
Judicial Compliance	0	0	1	0	0	0	5	1	7
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	3	0	4
Justice of the Peace 4	1	0	0	0	0	0	4	0	5
Judicial Classification Total:	18	24	3	2	0	0	54	2	103
Legal									
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	1	0	3
District Attorney	1	2	1	34	15	0	21	3	77
Domestic Relations Office	0	0	0	0	0	0	3	0	3
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	0	0	0	2	0	2
Legal Classification Total:	1	24	3	52	27	0	40	3	150
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	64	3	3	72
Public Facilities Classification Total:	0	0	2	0	0	64	3	3	72

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	287	0	61	0	351
Medical Examiner	0	0	0	1	1	8	3	0	13
Sheriff	1	0	2	0	124	1	25	4	157
Sheriff Commissary Salary	0	0	0	3	2	1	1	1	8
TAG Grant	0	0	1	0	0	0	1	0	2
Public Safety Classification Total:	5	0	6	4	417	10	91	5	538
Transportation									
Consolidated Road and Bridge	0	0	0	0	0	48	3	0	51
Public Works	0	0	1	0	0	0	1	0	2
Transportation Classification Total:	0	0	1	0	0	48	4	0	53
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 Enviornmental	0	0	1	0	0	0	0	0	1
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	6	31	77	9	11	9	151
Total All Classifications	32	57	30	106	521	158	269	26	1199

Lubbock County Compensation Classification Schedule FY2020

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 FY2020

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 \$12,709,140, which is an increase of \$3,626,260 from the 2019 budget.

- The Permanent Improvement Fund accounts for 38.31% of the 2020 capital expenditure budget. These funds will be used to renovate the Courthouse, the Lubbock County Office Building, and the Lubbock County Juvenile Justice Center. The improvements include renovation for critical life safety upgrades and security enhancements.
- The Consolidated Road and Bridge Fund accounts for 15.41% of the 2020 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, seal coat projects and the purchase of heavy equipment.
- The General Fund accounts for 15.18% of the 2020 capital expenditure budget. The court approved to continue the upgrade to the radio system and purchase vehicles for the Sheriff's Office.

The schedule below shows capital expenditures included in the 2020 budget, all funds with capital expenditure budgets under \$100,000 are listed under "All other funds":

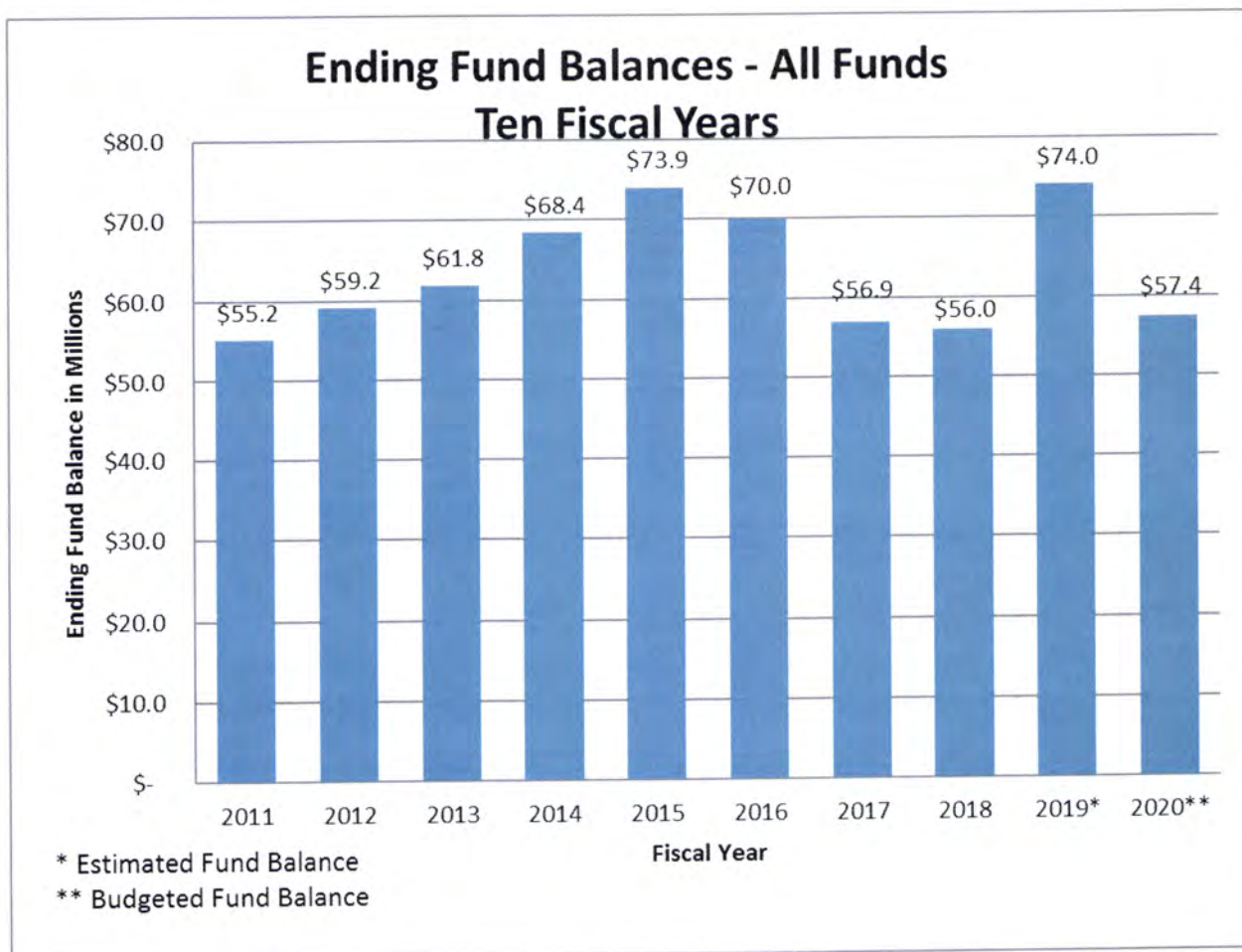
Fund	Amount
Permanent Improvement	\$ 4,869,500.00
Consolidated Road and Bridge	1,957,900.00
CRTC Renovations #2	1,908,213.00
Sheriff	1,406,000.00
All Other Funds	681,165.00
LCETRZ No1 Tax Increment Fund	553,604.00
Technology & Information Systems	332,000.00
County Records Mgt. & Preservation	250,000.00
Homeland Security Grant	155,971.00
CRTC Renovations	151,787.00
Idalou/New Deal Park	125,000.00
Detention Center	118,000.00
Sheriff Contraband	100,000.00
Precinct 1 Park	100,000.00
Total Capital Expenditures	\$ 12,709,140.00

The Court will evaluate the County's capital needs throughout the year and especially during the budget process for fiscal budget impact.

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 2019 and budgeted fund balance for FY 2020.



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

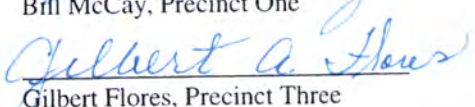
WHEREAS, the Commissioners' Court has determined it will commit \$12,275,000.00 of fund balance from General Fund Reserves to fund:

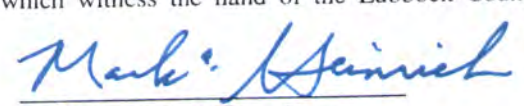
• Technology Enhancements (FY20)	\$ 500,000.00
• CRTC Renovations Phase II-III (FY20)	\$ 750,000.00
• Detention Center Flooring (FY20)	\$ 500,000.00
• 916 Main 1 st /3 rd Floor Renovations (FY20)	\$1,250,000.00
• Loop 88 Right of Way (FY20)	\$1,500,000.00
• LCJJC 12 Bed Addition (FY20)	\$1,000,000.00
• County Courthouse Waterproofing Basement (FY21)	\$ 750,000.00
• Woodrow Road (FY21)	\$1,475,000.00
• APO Relocation (FY21)	\$ 500,000.00
• Loop 88 Right of Way (FY21)	\$ 200,000.00
• Detention Center Flooring (FY21)	\$ 500,000.00
• 916 Main 1 st /3 rd Floor Renovations (FY21)	\$1,000,000.00
• 916 Main Roof Replacement (FY21)	\$ 500,000.00
• LCJJC Pod Renovation (FY21)	\$ 350,000.00
• 916 Main 2 nd Floor Renovations (FY22)	\$1,000,000.00
• SO Garage Renovations at LCDR Warehouse (FY22)	\$ 500,000.00

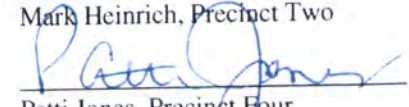
NOW, THEREFORE, be it ordered, the Commissioners' Court of Lubbock County, Texas in accordance with the provisions of GASB 54 hereby commits \$12,275,000.00 from General Fund Reserves. These funds in the General Fund cannot be used for any purpose other than directed above, unless the Commissioners Court 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 17 day of September, 2018, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.


Bill McCay, Precinct One


Gilbert Flores, Precinct Three


Mark Heinrich, Precinct Two


Patti Jones, Precinct Four


Tom Head, 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 FY2020

<u>Date</u>	<u>Calendar of Events</u>	<u>Time</u>
April 8, 2019	Public Meeting - Approve Budget Calendar.	10:00 AM
April 30, 2019	Chief Appraiser delivers "Estimate of Total Taxable Value."	
May 20, 2019	Departmental Budget Preparation Packets distributed.	
May - June 2019	Departments complete Departmental Request Forms.	
June 10, 2019	Deadline for Departments to submit initial Budget Requests.	Noon
June 2019	Compile initial revenue estimates/Prepare Preliminary Budget.	
July 8, 2019	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
July 16 - 18, 2019	Public Meeting - Departmental Hearings with Commissioners' Court.	TBD
July 22, 2019	Public Meeting - to select Grievance Committee Members.	10:00 AM
July 25, 2019	Certified Roll Delivered from LCAD.	
August 2, 2019	Publish <i>"Notice of Proposed Elected Officials Salaries"</i> .	
August 7, 2019	LCAD sends calculated effective rate.	
August 12, 2019	Public Meeting - to discuss tax rate.	10:00 AM
August 12, 2019	Public Meeting - to set the salary, expenses, and other allowances of elected county or precinct officers.	10:00 AM
August 12, 2019	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
August 13, 2019	Notify each elected county or precinct officers of their salary and expense allowances.	
August 19, 2019	Publish and Post on Website <i>"Notice of Proposed Tax Rate"</i> . (if needed)	
August 26, 2019	Public Meeting - Consider Grievance Committee recommendation. (if needed)	10:00 AM
August 26, 2019	Public Meeting - 1st Public Hearing on Tax Increase. (if needed)	10:15 AM
August 30, 2019	Publish and Post on Website <i>"Notice of Public Hearing on Budget"</i> .	
August 30, 2019	File proposed Budget with County Clerk and make it available for public review on Website.	
August 30, 2019	Notify departments of proposed Budget appropriations.	
September 3, 2019	Public Meeting - 2nd Public Hearing on Tax Increase. (if needed)	10:15 AM
September 9, 2019	Public Meeting - Hearing on Budget.	10:30 AM
September 9, 2019	Public Meeting - Adopt Budget.	10:30 AM
September 9, 2019	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	\$22,496,529,495
25% Debt Limit	\$5,624,132,373

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 320.

Limited Tax Notes, Series 2013

On January 17, 2013 Lubbock County issued limited tax notes to be used for the renovation of the Law Enforcement Center and the renovation of the Court Rehabilitation and Treatment Center and to pay the cost of issuance related to the Notes. The tax notes were issued as \$7,605,000 Limited Tax Notes, Series 2013 maturing February 15, 2014 through February 15, 2020. The Notes were issued pursuant to the Constitution and the general laws of the State of Texas, particularly Chapter 1371 and 1431, Texas Government Code as amended. The Notes constitute direct obligations of Lubbock County, Texas secured by a continuing direct ad valorem tax levied, within the limits prescribed by law, on all taxable property within the County, as provided in the order of the Commissioners' Court of the County authorizing the issuance of the Notes.

See Debt Service Maturity Schedule – Limited Tax Notes Series 2013 on page 321.

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 322.

Unlimited Tax Road Bonds, Series 2019

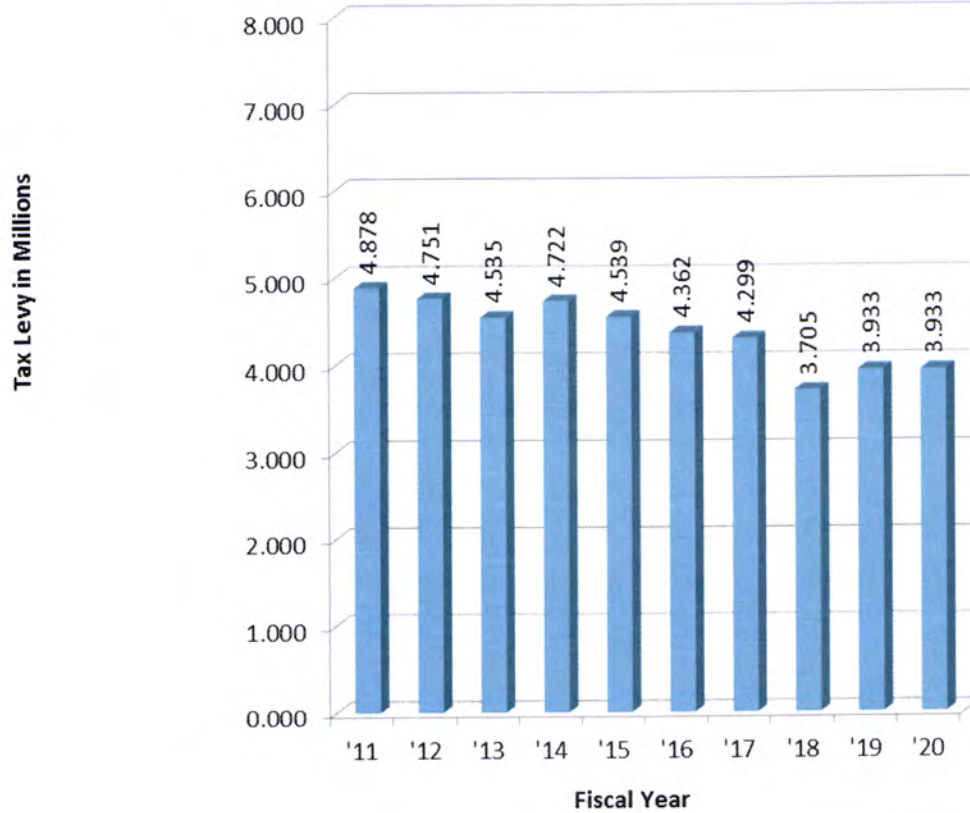
On August 26, 2019 Lubbock County issued unlimited tax road bonds to be used for construction, maintenance, and operations of macadamized, graveled or paved roads and turnpikes, or in aid thereof, throughout the County and to pay professional services and the costs of issuance related to the bonds. The 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 323.

There is a combined Debt Service Maturity Schedule on page 324.

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

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2013

Debt Service Funds			
Fiscal Year	Principal	Interest	Total
2020	\$ -	\$ 172,700.00	\$ 172,700.00
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
TOTAL	\$ 4,695,000.00	\$ 752,200.00	\$ 5,447,200.00

Issued January 17, 2013

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Tax Notes, Series 2013

	Debt Service Funds		
Fiscal Year	Principal	Interest	Total
2020	\$ 1,220,000.00	\$ 18,300.00	\$ 1,238,300.00
TOTAL	\$ 1,220,000.00	\$ 18,300.00	\$ 1,238,300.00

Issued November 1, 2016

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2016

	Debt Service Funds		
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 4,815,000.00	\$ 919,375.00	\$ 5,734,375.00
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
TOTAL	\$ 20,795,000.00	\$ 2,144,375.00	\$ 22,939,375.00

Issued September 26, 2019

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Unlimited Tax Road Bonds, Series 2019

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 210,000.00	\$ 138,973.40	\$ 348,973.40
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
<u>TOTAL</u>	<u>\$ 5,015,000.00</u>	<u>\$ 1,378,092.20</u>	<u>\$ 6,393,092.20</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Combined

Fiscal Year	Debt Service Funds		
	Principal	Interest	Total
2020	\$ 6,245,000.00	\$ 1,249,348.40	\$ 7,494,348.40
2021	\$ 6,820,000.00	\$ 966,325.00	\$ 7,786,325.00
2022	\$ 5,975,000.00	\$ 661,675.00	\$ 6,636,675.00
2023	\$ 6,275,000.00	\$ 362,100.00	\$ 6,637,100.00
2024	\$ 1,040,000.00	\$ 192,200.00	\$ 1,232,200.00
2025	\$ 1,075,000.00	\$ 154,275.00	\$ 1,229,275.00
2026	\$ 1,125,000.00	\$ 110,275.00	\$ 1,235,275.00
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	\$ 31,725,000.00	\$ 4,292,967.20	\$ 36,017,967.20



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.

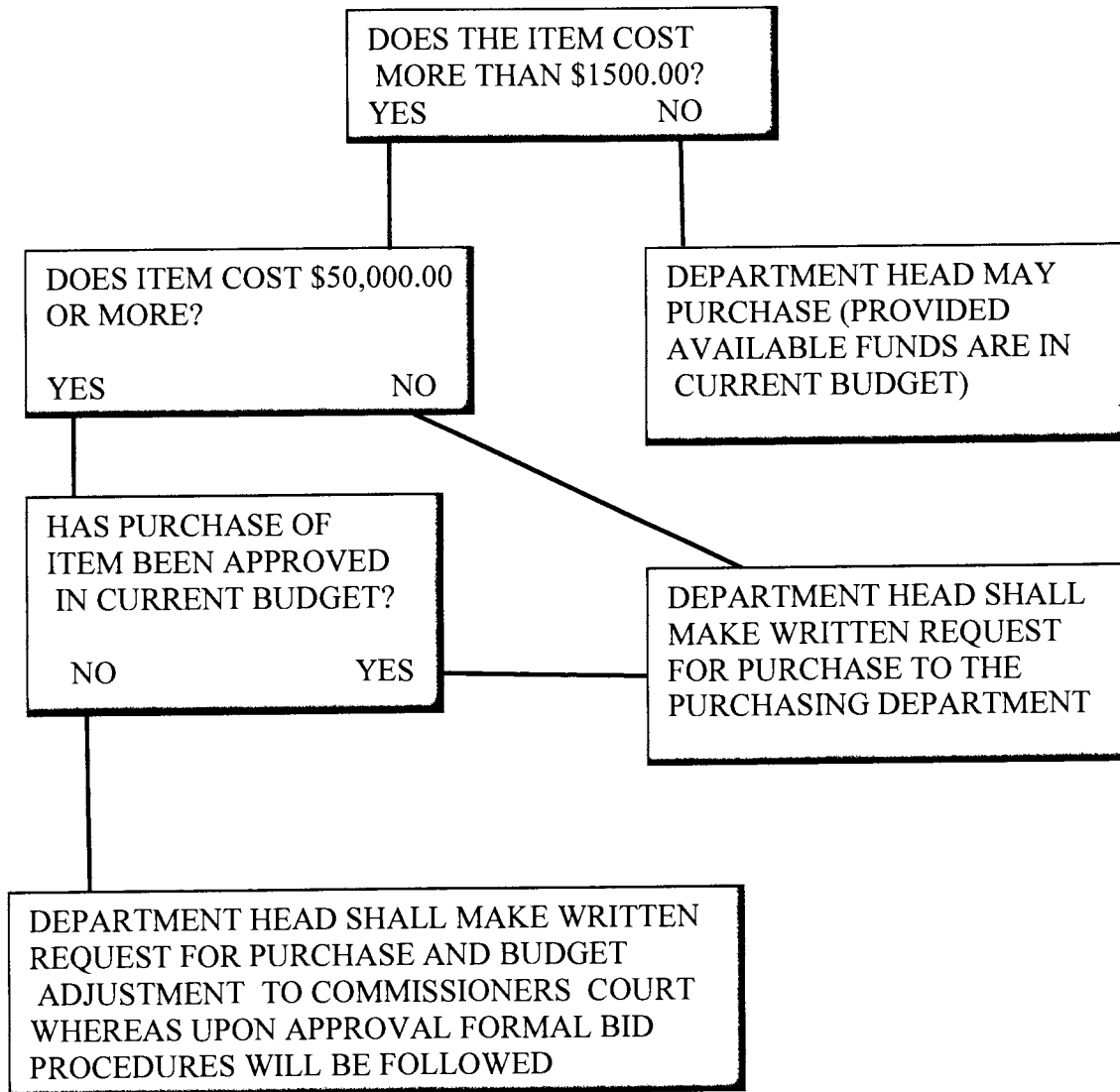
1. **COMPETITIVE BID AND REQUEST FOR PROPOSAL (RFP):** Department heads must make a request for purchase, in writing, to the Lubbock County Commissioners' Court, unless approval for the purchase of the *specific* item is in the current budget. Upon approval by the Commissioners' Court, the Purchasing 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 contractor 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.

LUBBOCK COUNTY, TEXAS

INVESTMENT POLICY

- 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.