



LUBBOCK COUNTY, TEXAS

Adopted Budget

FY 2016-2017

Budget Year From October 1, 2016 to September 30, 2017

Lubbock County, Texas

Adopted Budget

FY 2016 - 2017



Budget Year from
October 1, 2016 to September 30, 2017



Lubbock County TX

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,324,386 which is a 5.51 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 \$1,664,817

<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
Tom Head, County Judge	Yay <u>X</u> Nay <u> </u>	Yay <u>X</u> Nay <u> </u>
Bill McCay, Comm., Prec. #1	Yay <u>X</u> Nay <u> </u>	Yay <u>X</u> Nay <u> </u>
Mark Heinrich, Comm., Prec. #2	Yay <u>X</u> Nay <u> </u>	Yay <u>X</u> Nay <u> </u>
Lorenzo "Bubba" Seden, Comm., Prec. #3	Yay <u> </u> Nay <u>X</u>	Yay <u> </u> Nay <u>X</u>
Patti Jones, Comm., Prec. #4	Yay <u>X</u> Nay <u> </u>	Yay <u>X</u> Nay <u> </u>

Comparative Tax Rates		
Tax Rates	FY16	FY17
Property Tax Rate	.358158	.358158
Effective Tax Rate	.338458	.348029
Effective Maintenance and operations tax rate	.440961	.448436
Rollback tax rate	.375748	.387328
Debt Rate	.043616	.042990

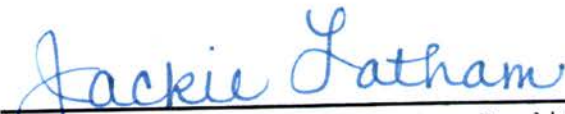
Debt Obligations		
Total amount of County Debt Obligations	FY16	FY17
	\$53,065,000	\$47,420,000

BUDGET CERTIFICATE

Budget Year from October 1, 2016 to September 30, 2017

**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 12th day of September 2016, as the same appears on file in the office of the County Clerk of said County.



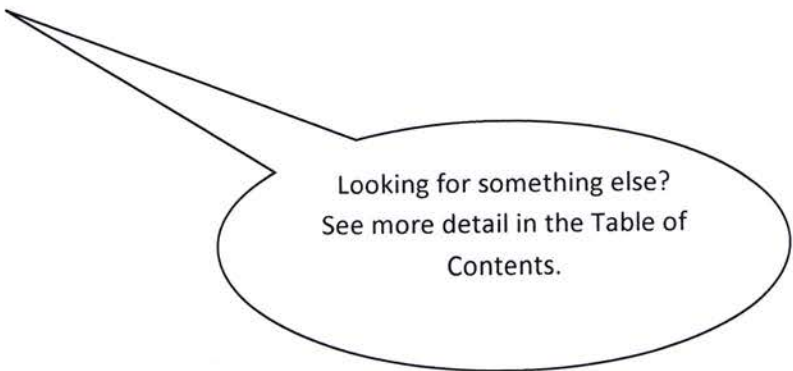
Jackie Latham, County Auditor



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. 127-128, Chart p. 126
- How many employees work for the County and where? p. 272-274, Summary on p. 275
- Does the County have a financial policy that guides how funds are reported, invested, and audited? p. 24 and p. 319-332
- What does "GAAP" mean? Glossary p. 337
- What's the population of Lubbock County? p. 5
- What is the total budget of the Lubbock County Detention Center? p. 113
- Where can I find the detailed operating budget? The detailed operating budget for FY 2017 is located on Lubbock County's website at <http://www.co.lubbock.tx.us/departments/division.php?fDD=5-137>



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, 2015

Executive Director

LUBBOCK COUNTY, TEXAS
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LUBBOCK COUNTY

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County Auditor

Rhonda Scott
First Assistant Auditor



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October 1, 2016

The Honorable County Judge and County Commissioners:

This Lubbock County Operating Budget for Fiscal Year 2017 was adopted by the Commissioners' Court on Monday, September 12, 2016 and will be used as the management control device of Lubbock County from October 1, 2016 through September 30, 2017.

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 \$0.358158. 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 2017 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 prior to departmental budget workshops held during June and July. 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 2017 Proposed Budget was held on September 12, 2016. The budget and tax rate were 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 6.1% in tax year 2016 (Fiscal Year 2016-2017). The Commissioners' Court approved a tax rate of \$0.358158 per \$100 valuation which is an increase of \$0.0102 over the effective rate of \$0.348029 and \$0 over the 2016 rate. The amount of taxes imposed this year on the average home would increase approximately \$27.03 due to higher valuations. New property added to the tax roll for the first time in tax year 2016 generated \$1,664,817.

Revenue Changes – General Fund

Various revenue line items increased with the most significant increases being sales tax in the amount of \$803,000, ad valorem tax collections in the amount of \$2,919,882, and Motor Vehicle Sales Tax in the amount of \$446,626.

Expenditure Changes – General Fund

The General Fund budget for FY 2017 is \$108,361,363, which represents a 10.80% increase above the \$97,801,245 budget for FY 2016. The primary focus of the FY 2017 budget was to provide additional support to permanent improvements, including renovation of the Law Enforcement Center, fund the purchase of electronic voting equipment and to fund increases to payroll line items.

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

Financial Stability

Lubbock County remains financially strong as reflected in Standard & Poor's AA bond rating 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 2016 is estimated at \$38.2 million which represents approximately 35% of budgeted FY 2017 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.

During FY 2016 the Commissioners' Court took formal action to commit a portion of the general fund unreserved fund balance. \$12,275,000 was committed to fund anticipated future projects.

Budget in Brief

Overview

The 2017 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the FY 2017 budget include the funding, in excess of the Tax Notes, 2013 proceeds, to complete the Law Enforcement Center renovations, provide funding to purchase replacement electronic voting equipment, and provide minimal HSA funding and minimal personnel line item increases while preserving permanent improvements and fund balance.

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

- Planning for completion of the Law Enforcement Center and CRTC renovations.
- Preserving, maintaining and upgrading life safety issues throughout County buildings.
- Replacing aging electronic voting equipment.
- Preserving fund balance for disaster or emergency situations.

The FY 2017 budget adopted by the County Commissioners totaled \$181,771,414, a net increase of \$13,777,148 or 8.2 percent in comparison to the FY 2016 adopted budget.

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

- Several new positions were added in FY 2017, including five for the Maintenance Department, and four for the Medical Examiner.
- Converted 5 part-time bailiffs to full-time deputy positions in the Sheriff's Office.
- Additional funding for exempt employees below the Department of Labor minimum salary standard for exempt status.
- Increases to personnel line items by 3%.
- Increased resources for the Judicial Department.
- Decreased budgets in multiple departments and special revenue funds.
- Capital improvements including the Law Enforcement Center and CRTC building.
- Increased resources for technology enhancements.

- Changed the name of Sanitation to Safety & Environmental Department.
- Removed Department 088, Lubbock County Historical from General Fund and consolidated it with the Historic Preservation Fund.
- Increased resources to Juvenile Probation Department.

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, 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 continues to follow its Strategic Plan which is a five-year long-range plan that is used to address the County's immediate, short-term and long-term needs. This FY 2017 Adopted Budget complies with the Strategic Plan.

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 2017 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 2016 - 2017



Organizational Summaries

**LUBBOCK COUNTY, TEXAS
TWO YEAR EXPENDITURE COMPARISON
ALL FUNDS**

Fund	FY 2016 Budget	FY 2017 Budget	Variance	% Change
General Fund	\$97,801,245	\$108,361,363	\$10,560,118	10.80%
Consolidated Road & Bridge	6,459,824	6,569,698	109,874	1.70%
Precinct 1 Park	102,238	105,701	3,463	3.39%
Slaton/Roosevelt Park	297,362	208,467	(88,895)	-29.89%
Idalou/New Deal Park	354,777	313,276	(41,501)	-11.70%
Shallowater Park	147,327	145,288	(2,039)	-1.38%
Permanent Improvement	4,418,400	5,326,001	907,601	20.54%
New Road Fund	1,300,000	1,300,000	0	0.00%
Safe School Program/JJAEP	23,853	23,853	0	0.00%
TJPC C	0	0	0	0.00%
TJPC S	0	60,000	60,000	0.00%
Star Program	562,868	515,145	(47,723)	-8.48%
Juvenile Probation Fund	6,346,952	6,827,051	480,099	7.56%
TJPC Juv Probation Commission	2,032,996	2,055,492	22,496	1.11%
Juvenile Detention	3,676,707	4,010,788	334,081	9.09%
Juvenile Food Service	312,008	414,609	102,601	32.88%
Title IV-E	268,845	270,526	1,681	0.63%
CJD Re-Entry Drug Court	56,030	114,247	58,217	103.90%
DWI Court	63,557	92,302	28,745	45.23%
Family Recovery Court	54,123	0	(54,123)	-100.00%
Online Access	21,598	100,000	78,402	363.01%
Indigent Defense Coordinator Program	73,668	0	(73,668)	-100.00%
Drug Court	75,287	107,076	31,789	42.22%
Drug Court Court Cost	40,000	48,240	8,240	20.60%
Dispute Resolution	330,951	319,705	(11,246)	-3.40%
USDA Ag Mediation	101,700	101,700	0	0.00%
Domestic Relations Office	217,855	230,200	12,345	5.67%
Law Library	181,466	185,275	3,809	2.10%
Election Services	700,000	700,000	0	0.00%
Election Admin Fee	43,000	39,000	(4,000)	-9.30%
Election Equipment Fund	31,658	6,193,038	6,161,380	19462.32%
District Clerk Records Preservation	43,264	42,264	(1,000)	-2.31%
County Clerk Records Preservation	1,212,738	1,188,076	(24,662)	-2.03%
Commissioners' Court Record Preservation	95,480	194,633	99,153	103.85%
Courthouse Security	123,934	105,000	(18,934)	-15.28%
Court Record Preservation	52,350	50,590	(1,760)	-3.36%
Historic Preservation	4,200	12,400	8,200	195.24%
Child Abuse Prevention	425	425	0	0.00%
Justice Court Technology	78,400	93,088	14,688	18.73%
County and District Court Technology	6,150	9,235	3,085	50.16%
District Court Record Technology	28,375	31,700	3,325	11.72%
County Clerk Archive	1,446,283	900,000	(546,283)	-37.77%
Regional Public Defender	4,965,312	4,836,527	(128,785)	-2.59%
Sheriff Contraband Fund	601,400	511,000	(90,400)	-15.03%
Inmate Supply Fund	628,500	780,000	151,500	24.11%
VINE	0	0	0	0.00%
Homeland Security	0	0	0	0.00%
LEOSE Sheriff	59,021	83,881	24,860	42.12%
Sheriff Commissary Salary Fund	485,248	517,073	31,825	6.56%
LECD Grant-Emergency Communications	0	0	0	0.00%
CDA Business Crimes	162,650	106,400	(56,250)	-34.58%
CDA Contraband	200,500	150,160	(50,340)	-25.11%
South Plains Auto Task Force	789,498	670,332	(119,166)	-15.09%
JAG	0	155,164	155,164	0.00%
CDA Victim Advocacy Project (VOCA)	0	120,423	120,423	0.00%
Domestic Violence Prosecution	137,105	105,654	(31,451)	-22.94%
Interest/Sinking Fund 07 Bond Issue	6,318,825	6,422,410	103,585	1.64%
Tax Notes Series 2013	1,260,113	1,257,989	(2,124)	-0.17%
Refunding Bonds Series 2013	174,700	180,322	5,622	3.22%
LE Renovations	7,985,000	0	(7,985,000)	-100.00%
LE Renovations #2	0	3,650,000	3,650,000	0.00%
CRTC Renovations	2,900,000	1,893,831	(1,006,169)	-34.70%
CRTC Renovations #2	0	406,169	406,169	0.00%
Employee Health Benefit	10,633,500	10,965,427	331,927	3.12%
Workers Comp Fund	1,505,000	1,593,200	88,200	5.86%
Total Expenditures - All Lubbock County Funds	\$167,994,266	\$181,771,414	\$13,777,148	8.20%

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



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, Confederate Officer 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.

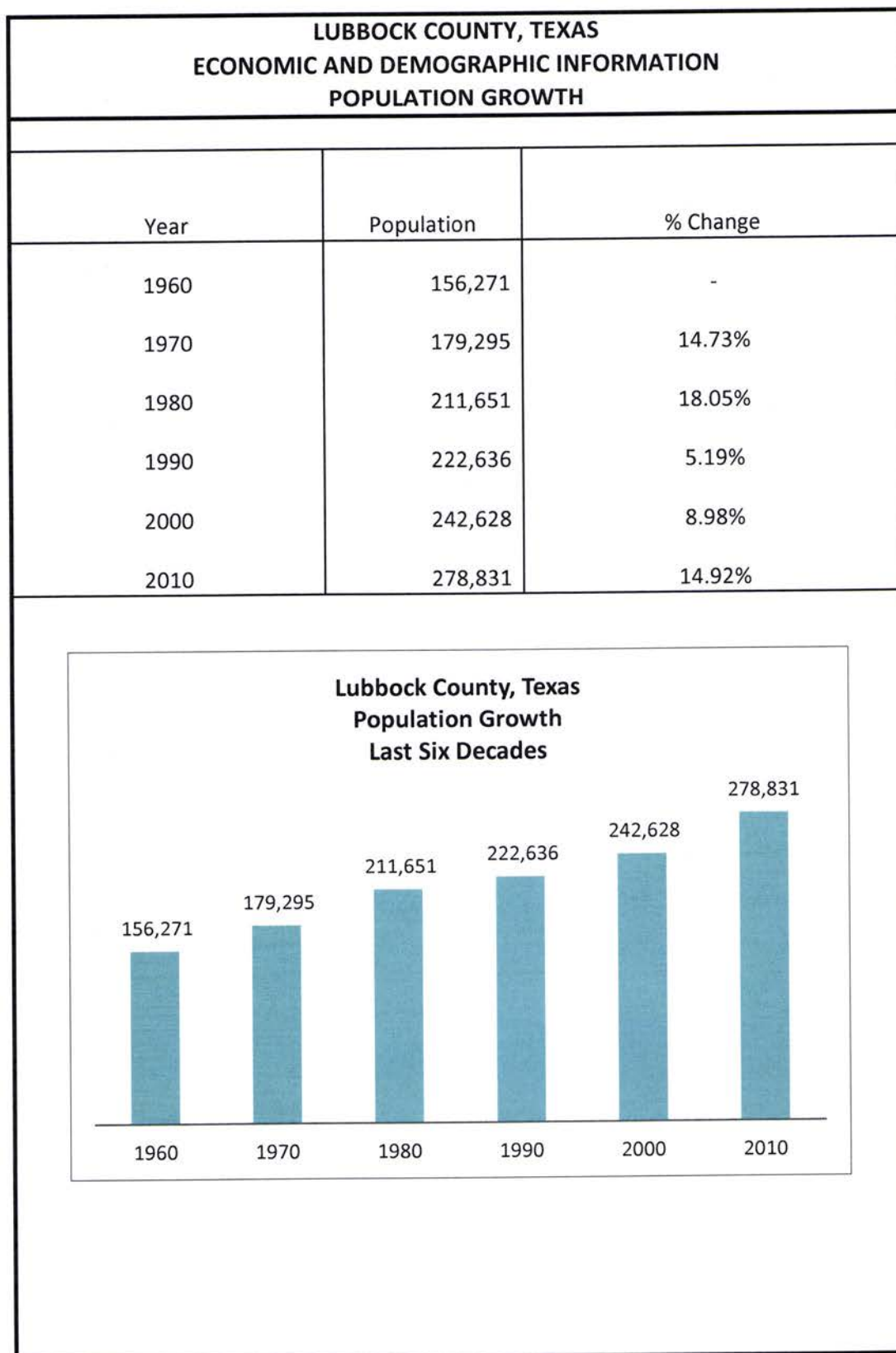
W.E. Rainer was a wealthy cattleman, manager, and part owner of the Rayner Cattle Company, with home offices in St. Louis, MO. Once established in the county, Rainer decided to form a city on the north side of the canyon, and call his new town Monterey. At the same time, another father of Lubbock, W.D. 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, by the groups 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 November 17th 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, so 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, so 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. When 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.



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, 2016**

Taxpayer	Type of Business	Taxable Value	% of Total Taxable Assessed Value
Southwestern Public Service	Electricity Utility	\$159,633,882	0.83%
Macerich South Plains LP	Real Estate Holdings	\$122,425,843	0.64%
United Supermarket LLC	Retail Supermarket	\$81,088,555	0.42%
Atmos Energy/West Texas Division	Natural Gas Utility	\$64,488,640	0.34%
BNSF Railway Co	Transportation	\$55,917,010	0.29%
South Plains Electric Coop Inc.	Electricity Utility	\$44,597,890	0.23%
TTUC LLC	Apartments	\$42,925,212	0.22%
LP Funding Corp	Apartments	\$39,805,525	0.21%
CD Park7 Lubbock I Owner LP	Apartments	\$38,602,189	0.20%
APKSHV Lubbock LP	Apartments	\$36,685,836	0.19%

Total Taxable Value - Top Ten Taxpayers

\$686,170,582

3.59%

Total Taxable Assessed Valuation

\$19,119,611,864

Source: Lubbock County Appraisal District

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
LEADING EMPLOYERS IN LUBBOCK COUNTY**

Employer	Principal Line of Business	Approx. # Employees
Texas Tech University	University	5778
Covenant Health System	General Medical and Surgical Hospital	4570
Texas Tech Health Sciences Center	University	4307
University Medical Center	General Medical and Surgical Hospital	3850
Lubbock Independent School District	Elementary and Secondary Schools	3527
United Supermarkets (Corp. Headquarters)	Supermarkets	2767
City of Lubbock	City Government	2246
Walmart Stores	Supercenters	1810
G Boren Services	Temp Agency	1580
Lubbock County	County Government	1150
Frenship ISD	Elementary and Secondary Schools	1064
Lubbock Cooper ISD	Elementary and Secondary Schools	900
Interim Healthcare of West Texas	Home Health Care Services	896
Lubbock State Supported Living Center	State Government	854
Criminal Justice Department	State Government	800
VXI Global Solutions	Call Center	730
Lubbock Christian University	University	706
Convergys Corporation	Call Center	600
Grace Medical Clinic	General Medical and Surgical Hospital	600
UMC Physician Network Services	Physicians Practice Management	525
Suddenlink Communications	Wired Telecommunications Carriers	518

Source: <http://lubbockeda.org/Data-Map-Center/Major-Lists/Local-Major-Employers.aspx>

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

Created by Act of State Legislature August 21, 1876.

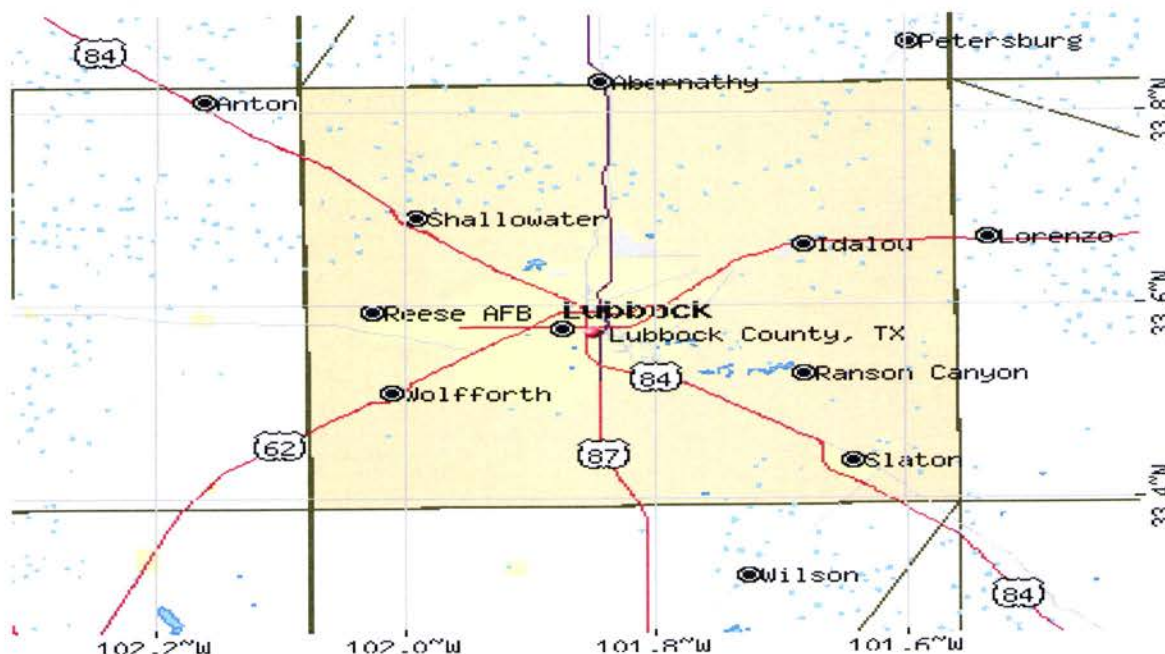
Form of Government:

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:	1,150
Organized School Districts in County:	8
Incorporated Municipalities in County:	9
Area in Square Miles:	899

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: 123,099

Land area: 899 sq. mi.

Water area: 1.2 sq. mi.

Median age: 30.6 years

Males: 49.4%, Females: 50.6%

Average wage per job in 2013: \$38,131

Jobs in 2015: 141,464

Total labor force in 2015: 148,287

Unemployment rate in 2015: 3.4%

Average household size: 2.57

Median household income: \$45,719
(year 2014)

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, Shallowater Water Field, Woodrow Volunteer Fire Department, Roosevelt Volunteer Fire Department, Lubbock Fire Department Station 11, Texas Air Museum, West Carlisle Fire and Emergency Medical Services, Med-Tech Ambulance Service of Lubbock, AeroCare, Idalou Emergency Medical Services

Cemeteries: Estacado Cemetery, Becton Cemetery, Idalou Cemetery

Reservoirs: Lubbock Terminal Reservoir, Clear Water Lake, Blake Lake, Benson Lake, Arnett Lake

People 25 years of age or older with a high school degree or higher: 85.1%

People 25 years of age or older with a bachelor's degree or higher: 28.0%

Source: factfinder.census.gov and City-data.com and <http://www.txcip.org/tac/census/profile> and <http://lubbockeda.org/home.aspx> and <https://research.stlouisfed.org/fred2/series/TXLUBB3LFN>

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.

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
- County Judge
- County Clerk
- Information Services
- Emergency Management
- Non-Departmental
- Administrative Research
- Records Preservation

Public Facilities

- Facility Maintenance
- Parks System
- 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 Judges (2)
- Magistrates
- Court Administration
- Judicial Compliance
- Jury Pool

Miscellaneous

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

Transportation

- Consolidated Road and Bridge
- Public Works

Financial Administration

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

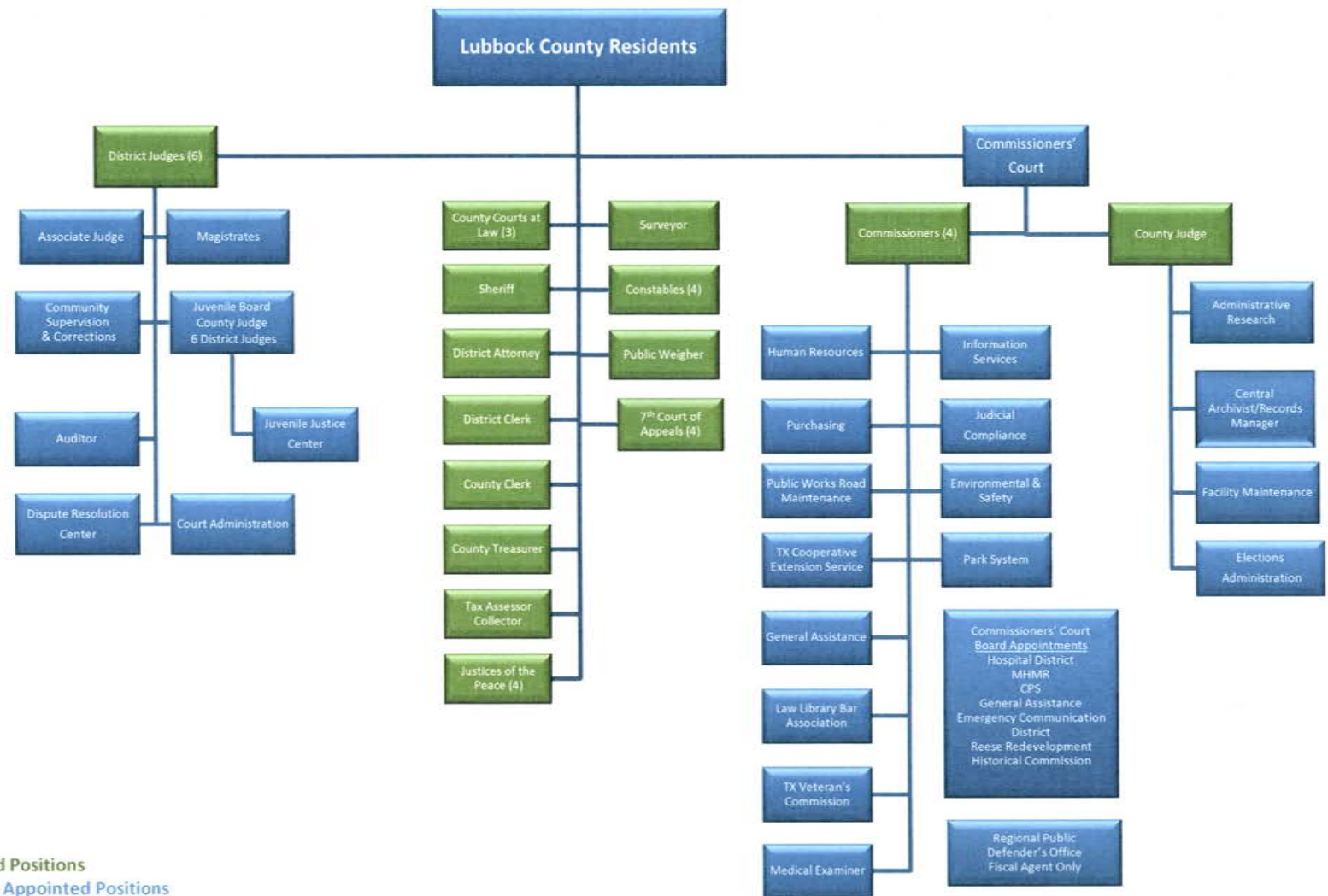
Public Safety

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

Legal

- Criminal District Attorney
- Regional Public Defender

Lubbock County Organization Chart



LUBBOCK COUNTY, TEXAS
2017 ELECTED AND APPOINTED OFFICIALS
October 1, 2016

Lubbock County Elected Officials:

Constables:

Constable Precinct 1
Constable Precinct 2
Constable Precinct 3
Constable Precinct 4

Paul Hanna
Joe Pinson
Marina Garcia
Carelton "CJ" Peterson
Kelly Pinion

County Clerk

County Commissioners:

Commissioner Precinct 1
Commissioner Precinct 2
Commissioner Precinct 3
Commissioner Precinct 4

Bill McCay
Mark Heinrich
Lorenzo "Bubba" Sedeño
Patti Jones

County Court at Law Judges:

Judge Court at Law # 1
Judge Court at Law # 2
Judge Court at Law # 3

Mark Hocker
Drue Farmer
Judy Parker
Tom Head
Chris Winn

County Judge

County Treasurer

Courts of Appeals Justices:

Chief Justice Seventh Court of Appeals, Place 1
Justice Seventh Court of Appeals, Place 2
Justice Seventh Court of Appeals, Place 3
Justice Seventh Court of Appeals, Place 4

Brian P. Quinn
Mackey K. Hancock
Patrick A. Pirtle
James T. Campbell
Matthew D. Powell
Barbara Sucsy

Criminal District Attorney

District Clerk

District Judges:

Judge 72nd District
Judge 99th District
Judge 137th District
Judge 140th District
Judge 237th District
Judge 364th District

Ruben Reyes
William Sowder
John McClendon III
Jim Bob Darnell
Leslie Hatch
William R. Eichman II

Justice of the Peace Judges:

Judge Precinct 1
Judge Precinct 2
Judge Precinct 3
Judge Precinct 4

Jim Hansen
Jim Dulin
Aurora Chaides-Hernandez
Ann-Marie Carruth
Kelly Rowe
Ronnie Keister

Sheriff

Tax Assessor-Collector

Lubbock County Officials:

1st Assistant DA
Associate Judge
Central Archivist/Records Manager
County Auditor
Court Magistrate

Darryl "Wade" Jackson
Stephen L. Johnson
Linda Lemon
Jacqueline Latham, CPA
Melissa Jo McNamara

LUBBOCK COUNTY, TEXAS
2017 ELECTED AND APPOINTED OFFICIALS
October 1, 2016

Director of Community Supervision and Corrections	Steven Henderson
Director of Court Administration	Dean Stanzione
Director of Dispute Resolution	D. Gene Valentini
Director of Facilities	Lyle Fetterly
Director of General Assistance	Diana Gurule-Copado
Director of Human Resources	Greg George
Director of Information Technology	Mark Johnston
Director of Judicial Compliance	Myron "Shan" Alexander
Director of Juvenile Probation	William A. Carter II
Director of Purchasing	Mande Reeves - Interim
Director of Safety and Environmental	Brent Hogan
Elections Administrator	Dorothy Kennedy
Medical Examiner	Dr. Sridhar Natarajan
Texas A&M AgriLife Extension Agent	Mark Brown

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. Performing a variety of administrative duties.

Source - Texas Association of Counties, 2014 Guide to Texas Laws for County Officials

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 26, 2016 from general fund reserves to fund:

• Technology Enhancements FY 2018	\$ 500,000
• CRTC Renovations Phase II-III FY 2018	\$2,075,000
• Renovate Downtown Service Garage FY 2018	\$2,200,000
• 916 Main Renovations (1 st & 3 rd Floors) FY 2019	\$2,000,000
• LCJJC – Inside Classrooms FY 2019	\$1,500,000
• Loop 88 Right of Way Costs FY 2020	\$3,000,000
• Inoperability (Est \$5m) FY 2020	\$1,000,000

LUBBOCK COUNTY
PRJOECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2016

-----2015-2016-----2016-2017-----

FUND NAME	BEGINNING FUND BALANCE	FY 16 ESTIMATED REVENUES	FY 16 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 17 BUDGETED REVENUES	FY 17 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
General Fund	42,168,887.62	93,831,186.00	97,801,245.00	38,198,828.62	98,028,485.00	108,361,363.00	27,865,950.62
Consolidated Road & Bridge	5,671,307.76	5,589,541.00	6,459,824.00	4,801,024.76	5,844,328.00	6,569,698.00	4,075,654.76
Precinct 1 Park	534,774.89	101,600.00	102,238.00	534,136.89	105,701.00	105,701.00	534,136.89
Slaton/Roosevelt Park	192,497.77	104,250.00	145,000.00	151,747.77	101,061.00	208,467.00	44,341.77
Idalou/New Deal Park	224,706.50	96,100.00	100,000.00	220,806.50	99,426.00	313,276.00	6,956.50
Shallowater Park	293,556.24	95,000.00	90,000.00	298,556.24	96,511.00	145,288.00	249,779.24
Permanent Improvement	2,725,670.49	2,230,729.00	1,825,000.00	3,131,399.49	3,338,029.00	5,326,001.00	1,143,427.49
New Road Fund	893,417.33	482,600.00	460,000.00	916,017.33	486,300.00	1,300,000.00	102,317.33
Safe School Program/JJAEP	0.00	23,853.00	23,853.00	0.00	23,853.00	23,853.00	0.00
TJJD C - Commitmenht Reduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TJJD S - Prevention/Intervention	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00
Star Program Juvenile	0.00	562,868.00	562,868.00	0.00	515,145.00	515,145.00	0.00
Juvenile Probation Fund	1,029,611.20	5,215,047.00	4,505,000.00	1,739,658.20	6,827,051.00	6,827,051.00	1,739,658.20
TJJD Juvenile Probation Commission	0.00	2,032,996.00	2,032,996.00	0.00	2,055,492.00	2,055,492.00	0.00
Juvenile Detention	0.00	3,676,707.00	3,676,707.00	0.00	4,010,788.00	4,010,788.00	0.00
Juvenile Food Service	0.00	312,008.00	312,008.00	0.00	414,609.00	414,609.00	0.00
Title IV-E	0.00	268,845.00	268,845.00	0.00	270,526.00	270,526.00	0.00
CJD Re-Entry Drug Court	0.00	56,030.00	56,030.00	0.00	114,247.00	114,247.00	0.00
CJD DWI Court	0.00	63,557.00	63,557.00	0.00	92,302.00	92,302.00	0.00
CJD Family Recovery Court	0.00	54,123.00	54,123.00	0.00	0.00	0.00	0.00
Online Access	162,932.66	21,598.00	10,000.00	174,530.66	51,900.00	100,000.00	126,430.66
Indigent Defense Coordinator Program	0.00	73,668.00	73,668.00	0.00	0.00	0.00	0.00
CJD Drug Court	0.00	75,287.00	75,287.00	0.00	107,076.00	107,076.00	0.00
CO Drug Court Court Cost	140,139.59	40,000.00	40,000.00	140,139.59	48,240.00	48,240.00	140,139.59
Dispute Resolution	14,676.39	330,951.00	330,951.00	14,676.39	319,705.00	319,705.00	14,676.39
USDA Ag Mediation	0.00	101,700.00	101,700.00	0.00	101,700.00	101,700.00	0.00
Domestic Relations Office	12,173.57	217,855.00	217,855.00	12,173.57	230,200.00	230,200.00	12,173.57
Law Library	10,367.75	177,896.00	181,466.00	6,797.75	181,385.00	185,275.00	2,907.75
Election Services	119,333.00	700,000.00	700,000.00	119,333.00	700,000.00	700,000.00	119,333.00
Election Admin Fee	141,147.25	43,000.00	43,000.00	141,147.25	39,000.00	39,000.00	141,147.25
Election Equipment Fund	424,353.05	31,658.00	31,658.00	424,353.05	5,793,038.00	6,193,038.00	24,353.05

LUBBOCK COUNTY
PRJOECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2016

-----2015-2016-----2016-2017-----

FUND NAME	BEGINNING FUND BALANCE	FY 16 ESTIMATED REVENUES	FY 16 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 17 BUDGETED REVENUES	FY 17 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
District Clerk Records Preservation	76,333.19	16,800.00	22,000.00	71,133.19	18,238.00	42,264.00	47,107.19
County Clerk Records Preservation	2,266,282.88	403,000.00	250,000.00	2,419,282.88	472,400.00	1,188,076.00	1,703,606.88
Commissioners' Court Record Preservati	563,569.43	85,900.00	65,000.00	584,469.43	93,500.00	194,633.00	483,336.43
Courthouse Security	15,832.31	115,000.00	123,934.00	6,898.31	105,000.00	105,000.00	6,898.31
Court Record Preservation	155,364.90	52,350.00	52,350.00	155,364.90	50,590.00	50,590.00	155,364.90
Historic Preservation	13,385.66	700.00	4,200.00	9,885.66	4,500.00	12,400.00	1,985.66
Child Abuse Prevention	1,878.39	425.00	425.00	1,878.39	425.00	425.00	1,878.39
Justice Court Technology	291,587.36	30,900.00	25,000.00	297,487.36	35,700.00	93,088.00	240,099.36
County and District Court Technology	40,286.78	6,150.00	6,150.00	40,286.78	9,235.00	9,235.00	40,286.78
District Court Record Technology	60,326.31	28,375.00	28,375.00	60,326.31	31,700.00	31,700.00	60,326.31
County Clerk Archive	2,283,366.22	445,000.00	1,446,283.00	1,282,083.22	479,310.00	900,000.00	861,393.22
Regional Public Defender	1,595,604.31	4,965,312.00	4,965,312.00	1,595,604.31	4,233,839.00	4,836,527.00	992,916.31
Sheriff Contraband Fund	781,509.09	601,400.00	601,400.00	781,509.09	511,000.00	511,000.00	781,509.09
Inmate Supply Fund	2,257,244.31	628,500.00	628,500.00	2,257,244.31	780,000.00	780,000.00	2,257,244.31
VINE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Homeland Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LEOSE Sheriff	0.00	59,021.00	59,021.00	0.00	83,881.00	83,881.00	0.00
Sheriff Commissary Salary Fund	0.00	485,248.00	485,248.00	0.00	517,073.00	517,073.00	0.00
LECD Grant Emergency Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CDA Business Crimes	47,563.66	162,650.00	162,650.00	47,563.66	106,400.00	106,400.00	47,563.66
CDA Contraband	15,392.66	200,500.00	200,500.00	15,392.66	150,160.00	150,160.00	15,392.66
South Plains Auto Task Force	0.00	789,498.00	789,498.00	0.00	670,332.00	670,332.00	0.00
JAG - Justice Assistance Grant	0.00	0.00	0.00	0.00	155,164.00	155,164.00	0.00
CDA Victim Advocacy Project (VOCA)	0.00	0.00	0.00	0.00	120,423.00	120,423.00	0.00
Domestic Violence Prosecution	0.00	137,105.00	137,105.00	0.00	105,654.00	105,654.00	0.00
Interest/Sinking Fund 07 Bond Issue	1,054,429.93	6,177,369.00	6,318,825.00	912,973.93	6,422,410.00	6,422,410.00	912,973.93
Tax Notes Series 2013	3,705.74	1,260,113.00	1,243,025.00	20,793.74	1,257,989.00	1,257,989.00	20,793.74
Refunding Bonds Series 2013	177,158.87	172,598.00	174,700.00	175,056.87	180,322.00	180,322.00	175,056.87
LE Renovations	4,033,099.64	75,000.00	4,108,099.64	0.00	0.00	0.00	0.00
LE Renovations #2	0.00	3,790,917.00	1,485,062.00	2,305,855.00	1,605,000.00	3,650,000.00	260,855.00
CRTC Renovations	2,849,418.97	52,000.00	1,025,000.00	1,876,418.97	20,000.00	1,893,831.00	2,587.97
CRTC Renovations #2	0.00	0.00	0.00	0.00	406,169.00	406,169.00	0.00
Employee Health Benefit	1,672,972.30	10,361,000.00	10,633,500.00	1,400,472.30	10,965,427.00	10,965,427.00	1,400,472.30
Workers Comp Fund	7,534,147.49	1,505,000.00	1,505,000.00	7,534,147.49	1,593,200.00	1,593,200.00	7,534,147.49
GRAND TOTAL	82,550,013.46	149,218,484.00	156,891,041.64	74,877,455.82	161,241,139.00	181,771,414.00	54,347,180.82

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

General Fund

Declining revenues including fines and intergovernmental continue to impact the budget. The addition of new positions, transfers for new election equipment along with increases to personnel budgets contributed to the projected fund balance decline. Investment in Juvenile Probation added to the decrease as well. The draw on reserves is not expected to impair operations.

Consolidated Road and Bridge

Budgeting for capital expenditures and lease payments 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.

Idalou/New Deal Park Fund

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

Shallowater Park Fund

Maintaining park facilities and budgeting for capital expenditures without a corresponding significant increase in revenue sources have created a draw on reserves to balance the fund.

Permanent Improvement Fund

Additional funding was allocated in conjunction with drawing on reserves to address critical life safety issues in the main County buildings. Remodeling and updating projects delayed due to the reduced funding in recent years were analyzed and essential renovations were budgeted. Planned projects not completed in the prior year were budgeted for completion and the draw on reserves created.

New Road Fund

The road material budget created a draw on reserves due to a stagnant growth in revenues. The cost of road materials continues to climb. Major road construction projects are scheduled during FY 2017.

Juvenile Probation Fund

This fund is monitored closely to maintain minimal fund balance. The fund reflects an increase in Detention costs.

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

Online 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.

Law Library

State law requires specific costs be collected and paid as other costs in most civil cases. The funds may only be used for specific purposes set out by state law. Declining revenues have produced a drain on resources to maintain operations.

Election Equipment Fund

Funds are accumulated from rental of electronic voting machines to other entities in the county when the Elections Administrator contracts to run their election. These funds along with a transfer of funds from the General Fund will be utilized to purchase new equipment.

Record Preservation – District Clerk

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

Record Preservation - County Clerk

Continuation of professional services for a project including document indexing, redaction, and digitalizing records meeting specific criteria. Sufficient unreserved fund balance is available to cover the draw on reserves.

Commissioners' Court Record Preservation

An Eclipse Power system project was purchased for the Record Center. Funds have been underutilized in this fund in prior years therefore no impairment to operations is anticipated.

Historical Preservation

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 Fund

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

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

County Clerk Archive

A photostat reversal project was initiated in FY 2009 to preserve specific records. The project was not completed as projected and is scheduled to continue in FY 2017 and funds were re-appropriated to continue the project. Sufficient unreserved fund balance is available to cover the draw on reserves.

Regional Public Defender

This decrease is the result of a reduction in expected Inter Local receipts from participating counties. In the past, this figure had been budgeted at 100% participation from all eligible counties, which proved to be an unrealistic measure. The decrease in budgeted Inter Local receipts is a more accurate reflection of the anticipated revenue from Inter Local agreements.

LE Renovations

Debt was issued during FY 2013 to fund the renovation of the Law Enforcement Center. Reserves will continue to deplete as the project is completed.

Major Funding Issues Facing 2017 Budget

The 2017 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the 2017 Budget include the funding to complete the Law Enforcement Center, provide funding to purchase over one thousand electronic voting machines, provide minimal HSA funding and minimal payroll increases while preserving permanent improvements and fund balance.

Providing resources for technology enhancements, additional maintenance personnel due to expanding facilities and increasing funding for judicial services impacted the budget as well.

Permanent improvement funds have dwindled as funds had been diverted to fund serious issues in other facets of the County in recent budget years. Improvements were needed to preserve, maintain and upgrade life safety issues throughout numerous County buildings. During 2013 debt was restructured and Tax Notes issued to partially fund renovations to the Law Enforcement Center and CRTC building. These proceeds will be spent during the 2017 Budget year. Priorities had to be evaluated regarding permanent improvement projects to ensure adequate funds would be available to complete these major renovation projects and fund critical maintenance and capital needs of Lubbock County facilities.

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.

Key Issues in Developing the 2017 Budget

The 2017 Budget provides for investment in Commissioners' Court priority areas.

- Preserving, maintaining and upgrading life safety issues throughout County buildings.
- Critically evaluating all requests for any additional resources by department directors.
- Preserving fund balance for disaster or emergency situations.
- Providing required services efficiently as possible.
- Increasing payroll by 3% to provide additional compensation to employees.
- Planning for completion of the Law Enforcement Center and CRTC building renovations.
- Providing affordable health insurance benefit options to employees and retirees and contributions to Health Savings Accounts.
- Providing funds for additional employees.
- Replacing aging voting equipment.

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 2017 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 Special Revenue Fund

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 a portion of the \$10 fee assessed on motor vehicle registrations, a transfer from the general fund, interest income, and other miscellaneous fees.

Permanent Improvement Fund

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, the rental of the Court Residential Treatment Center Facility and General Fund transfer.

Capital Project Funds

These funds are used for the acquisition, construction, expansion and renovation of general fixed assets. Lubbock County has three non-major Capital Project Funds included in the 2017 budget: LE Renovations #2, 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 has three non-major Debt Service Funds: Interest and Sinking Fund 2007, Tax Notes Series 2013, and Refunding Bonds Series 2013.

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 and Insurance Fund and Workers' Compensation Fund. 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 Fund, Tax Assessor and Collector Fund, County Clerk Fund, District Clerk Fund, JP Precinct 1 Fund, JP Precinct 2 Fund, JP Precinct 3 Fund, JP Precinct 4 Fund, Medical Examiner Fund, District Attorney Fund, Sheriff Fund, Juvenile Probation Fund, and the Employee Flex Spending Account Fund. 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
(203-206)**

*CAFR-Non-Major Governmental
Funds*

Other Funds

**Regional Public
Defender (113)**

CAFR-Major Special Revenue Fund

**Special Revenue Funds
(031-034, 042-103,
122-175)**

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

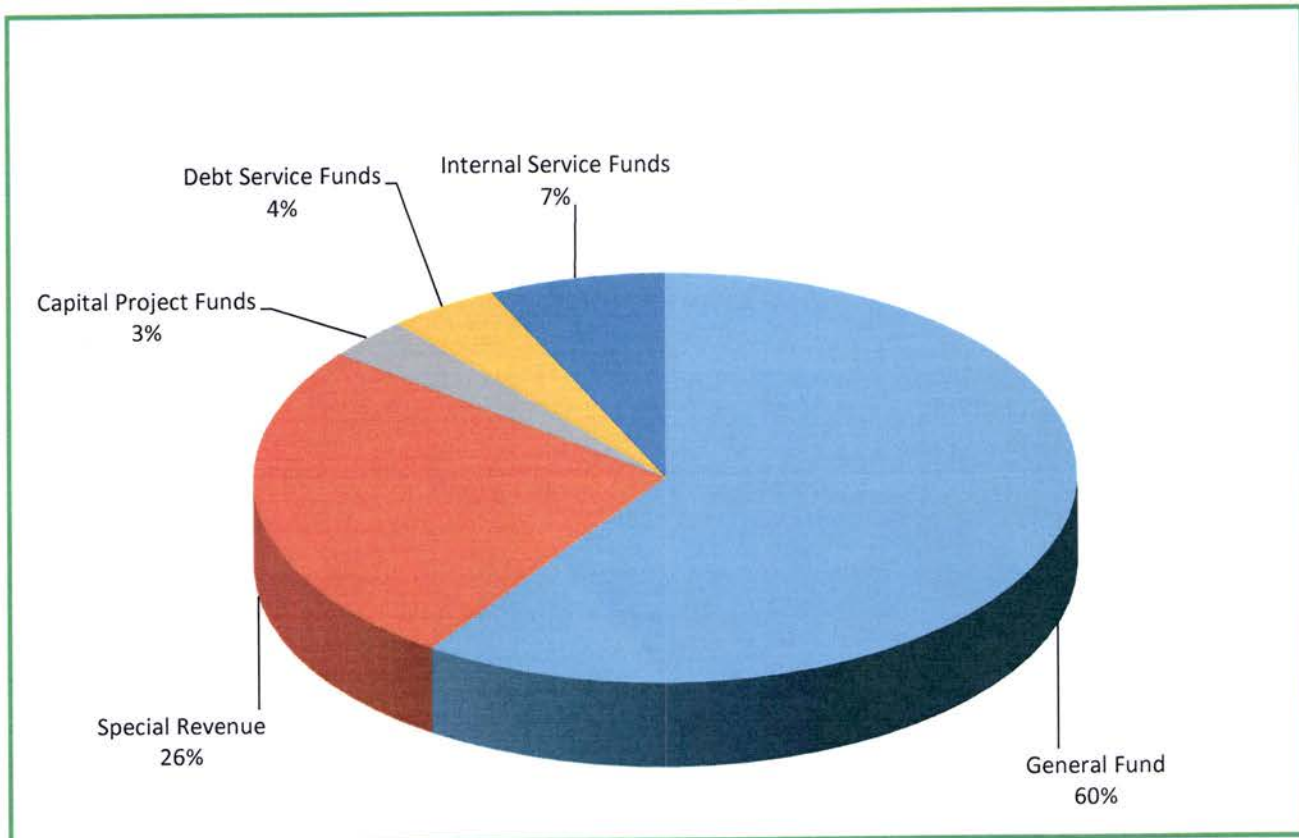
Capital Project Funds

**Capital Project Funds
(303-307)**

CAFR-Non-Major Funds

LUBBOCK COUNTY, TEXAS
SUMMARY OF BUDGET BY FUND TYPE

Governmental and Proprietary Fund Types		
General Fund	\$	108,361,363
Special Revenue		47,040,703
Capital Project Funds		5,950,000
Debt Service Funds		7,860,721
Internal Service Funds		12,558,627
	\$	181,771,414



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 Fund, Park Funds, Permanent Improvement, New Road Fund, Juvenile Probation Funds, Regional Public Defender, all Grant Funds, and other non-major special revenue funds.

Capital Project Funds - LE Renovations #2, CRTC Renovations, and CRTC Renovations #2.

Debt Service Funds - Interest and Sinking Fund 2007, Tax Notes Series 2013, and Refunding Bonds Series 2013.

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

Lubbock County, Texas

Adopted Budget

FY 2016 - 2017

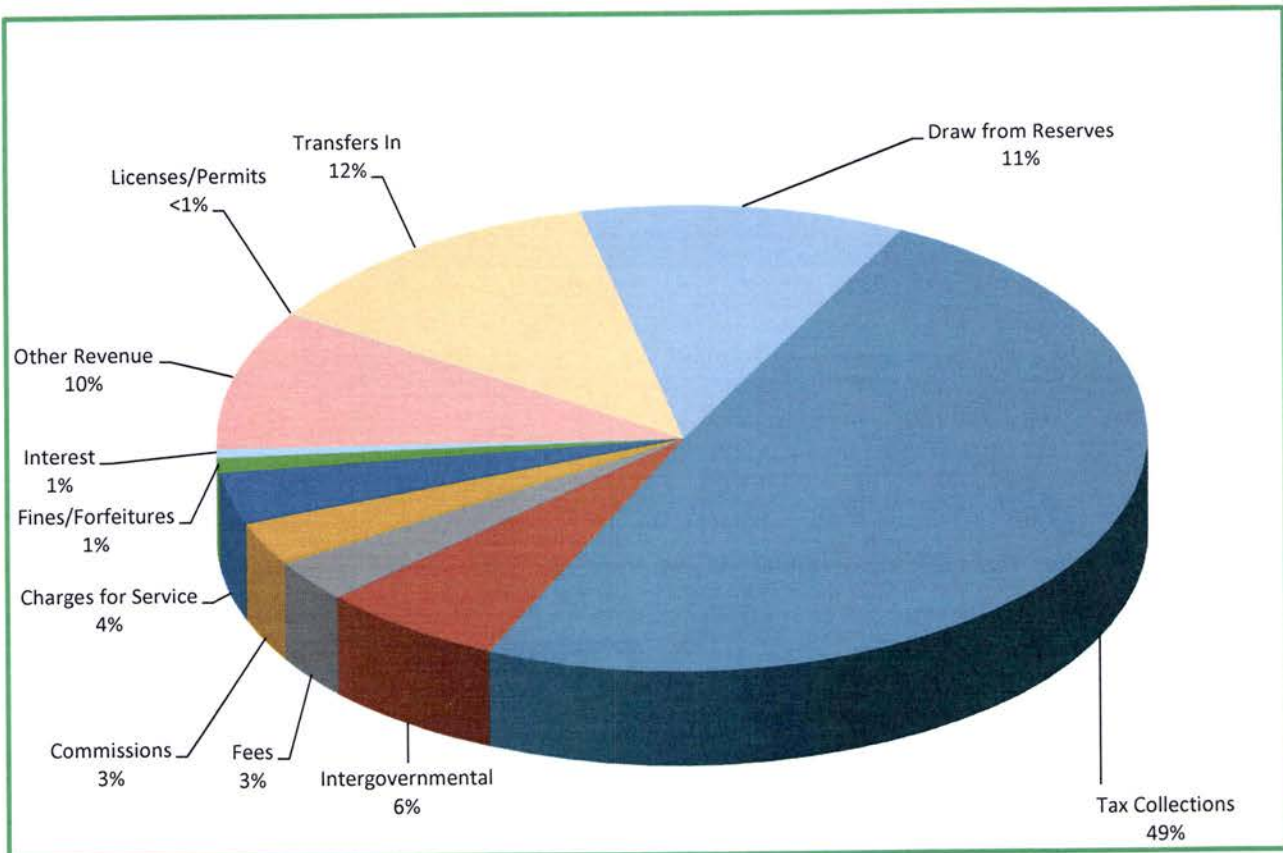


Consolidated Revenue & Expenditure Summary

LUBBOCK COUNTY, TEXAS
REVENUES BY FUNCTION
FY 2017 BUDGET - TOTAL COMPARATIVE REVENUES - ALL FUNDS

WHERE DOES THE MONEY COME FROM?

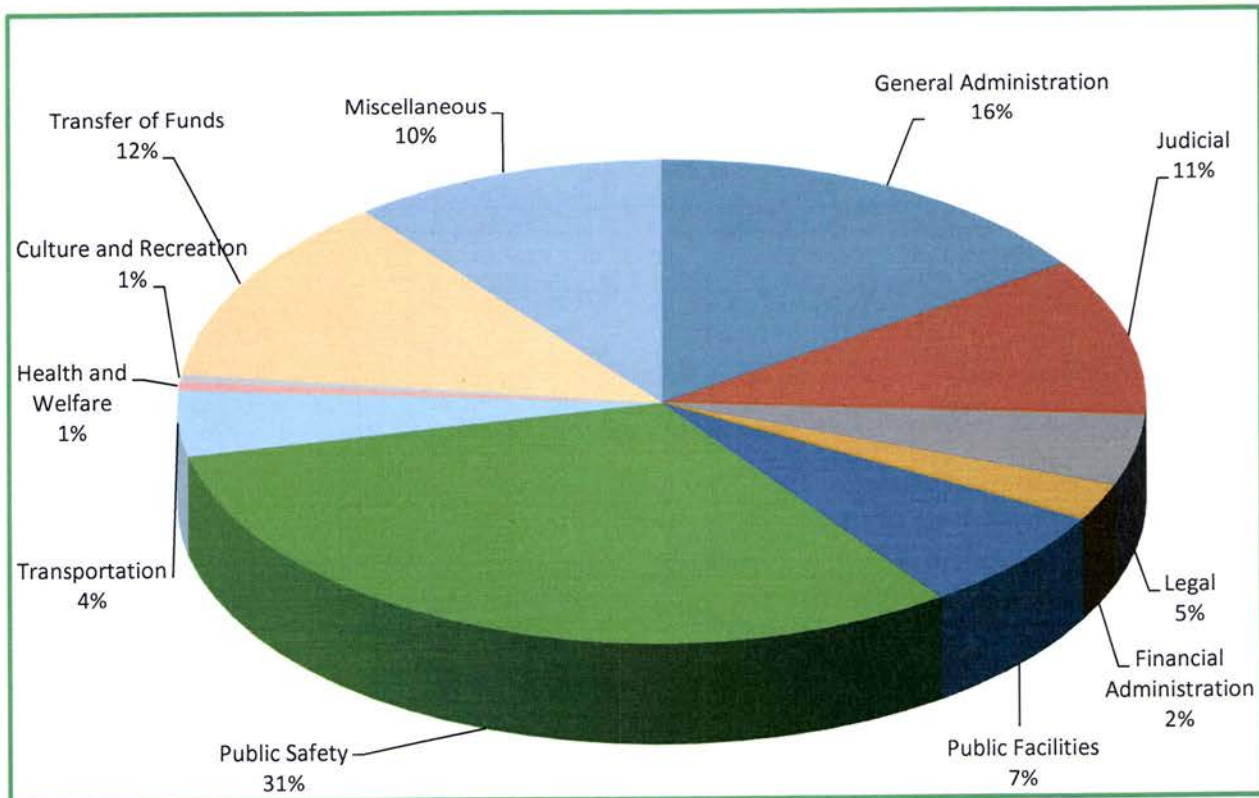
	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
Tax Collections	\$ 78,655,954	\$ 85,165,534	\$ 89,220,961
Intergovernmental	11,963,559	12,386,808	11,673,526
Fees	5,148,038	5,338,255	5,462,603
Commissions	4,672,130	4,644,302	5,442,392
Charges for Service	5,317,991	6,507,500	6,586,499
Fines/Forfeitures	1,148,011	1,932,484	1,865,740
Interest	1,358,490	1,334,391	1,122,645
Other Revenue	13,420,244	15,432,875	17,371,165
Licenses/Permits	183,203	150,000	176,448
Transfers In	11,188,655	16,275,224	22,319,160
Draw from Reserves	-	18,826,893	20,530,275
Total Revenue	\$ 133,056,276	\$ 167,994,266	\$ 181,771,414



LUBBOCK COUNTY, TEXAS
EXPENDITURES BY FUNCTION
FY 2017 BUDGET - TOTAL COMPARATIVE EXPENDITURES - ALL FUNDS

WHERE DOES THE MONEY GO?

	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget
General Administration	\$ 21,725,133	\$ 27,637,157	\$ 28,272,618
Judicial	16,225,760	17,447,548	19,120,912
Legal	7,453,507	8,454,892	8,658,246
Financial Administration	3,832,781	4,281,234	4,498,488
Public Facilities	6,817,897	11,166,862	12,698,704
Public Safety	46,723,757	60,103,777	56,840,636
Transportation	5,584,959	8,027,292	8,057,762
Health and Welfare	768,875	928,066	975,578
Culture and Recreation	742,532	1,150,632	1,012,460
Transfer of Funds	11,415,342	16,504,065	22,549,650
Miscellaneous	9,516,861	12,292,741	19,086,360
Total Expenditures	\$ 130,807,404	\$ 167,994,266	\$ 181,771,414



LUBBOCK COUNTY, TEXAS
2015 ACTUAL REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2015 Actual Revenues	2015 Actual Expenditures	Revenues Over/(Under) Expenditures
General Fund	\$84,957,317	\$84,898,617	\$58,701
Consolidated Road & Bridge	5,713,784	5,424,610	289,174
Precinct 1 Park	99,777	89,060	10,716
Slaton/Roosevelt Park	93,037	111,307	(18,269)
Idalou/New Deal Park	94,913	118,928	(24,015)
Shallowater Park	94,139	184,243	(90,104)
Permanent Improvement	2,164,819	814,595	1,350,224
New Road Fund	394,057	42,879	351,178
Safe School Program/JJAEP	40,764	40,764	0
TJJD C - Commitment Reduction	329,146	329,146	0
TJJD S - Prevention/Intervention	0	0	0
Star Program Juvenile	480,276	480,276	0
Juvenile Probation Fund	5,050,975	4,971,236	79,738
TJJD Juvenile Probation Commission	1,424,479	1,424,479	0
Juvenile Detention	3,295,353	3,295,353	0
Juvenile Food Service	293,922	293,922	0
Title IV-E	150,733	150,733	0
CJD Re-Entry Drug Court	46,482	46,482	0
CJD DWI Court	42,541	42,541	0
CJD Family Recovery Court	38,149	38,149	0
Online Access	46,673	6,610	40,063
Indigent Defense Coordinator Program	0	0	0
CJD Drug Court	46,612	46,612	0
CO Drug Court Court Cost	54,215	18,412	35,803
Dispute Resolution	334,753	322,098	12,655
USDA Ag Mediation	79,856	79,856	0
Domestic Relations Office	227,061	229,530	(2,469)
Law Library	185,130	170,905	14,226
Election Services	161,414	161,414	0
Election Admin Fee	39,458	0	39,458
Election Equipment Fund	91,827	0	91,827
District Clerk Records Preservation	19,142	10,947	8,195
County Clerk Records Preservation	461,214	539,503	(78,289)
Commissioners' Court Record Preservation	101,195	60,044	41,150
Courthouse Security	106,226	113,475	(7,249)
Court Record Preservation	54,873	20,045	34,828
Historic Preservation	730	0	730
Child Abuse Prevention	525	0	525
Justice Court Technology	41,756	4,057	37,699
County and District Court Technology	9,942	1,184	8,758
District Court Record Technology	35,312	8,912	26,399
County Clerk Archive	516,941	11,622	505,319
Regional Public Defender	5,028,979	4,549,692	479,287
Sheriff Contraband Fund	123,373	324,498	(201,125)
Inmate Supply Fund	790,716	503,732	286,984
VINE	27,715	27,715	0
Homeland Security	132,728	132,728	0
LEOSE Sheriff	0	0	0
Sheriff Commissary Salary Fund	0	0	0
LECD Grant-Emergency Communicaitons	15,885	15,885	0
CDA Business Crimes	151,080	176,632	(25,551)
CDA Contraband	223,567	252,936	(29,369)
South Plains Auto Task Force	562,638	562,638	0
JAG	13,264	13,264	0
CDA Victim Advocacy Project (VOCA)	0	0	0
Domestic Violence Prosecution	132,170	132,170	0
Interest/Sinking Fund 07 Bond Issue	6,070,316	6,317,763	(247,447)
Tax Notes Series 2013	1,248,531	1,244,825	3,706
Refunding Bonds Series 2013	171,144	173,950	(2,806)
LE Renovations	62,242	338,074	(275,831)
LE Renovations #2	0	0	0
CRTC Renovations	42,741	184,344	(141,603)
CRTC Renovations #2	0	0	0
Employee Health Benefit	9,381,692	9,851,908	(470,216)
Workers Comp Fund	1,457,978	1,402,102	55,876
SUB-TOTALS	133,056,276	130,807,404	2,248,873
DRAW FROM RESERVES	(2,248,873)		(2,248,873)
TOTALS	\$130,807,404	\$130,807,404	\$0

LUBBOCK COUNTY, TEXAS
2016 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2016 Budgeted Revenues	2016 Budgeted Expenditures	Revenues Over/(Under) Expenditures
General Fund	\$93,831,186	\$97,801,245	(\$3,970,059)
Consolidated Road & Bridge	5,589,541	6,459,824	(870,283)
Precinct 1 Park	101,600	102,238	(638)
Slaton/Roosevelt Park	104,250	297,362	(193,112)
Idalou/New Deal Park	96,100	354,777	(258,677)
Shallowater Park	95,000	147,327	(52,327)
Permanent Improvement	2,230,729	4,418,400	(2,187,671)
New Road Fund	482,600	1,300,000	(817,400)
Safe School Program/JJAEP	23,853	23,853	0
TJJD C - Commitmenht Reduction	0	0	0
TJJD S - Prevention/Intervention	0	0	0
Star Program Juvenile	562,868	562,868	0
Juvenile Probation Fund	5,215,047	6,346,952	(1,131,905)
TJJD Juvenile Probation Commission	2,032,996	2,032,996	0
Juvenile Detention	3,676,707	3,676,707	0
Juvenile Food Service	312,008	312,008	0
Title IV-E	268,845	268,845	0
CJD Re-Entry Drug Court	56,030	56,030	0
CJD DWI Court	63,557	63,557	0
CJD Family Recovery Court	54,123	54,123	0
Online Access	21,598	21,598	0
Indigent Defense Coordinator Program	73,668	73,668	0
CJD Drug Court	75,287	75,287	0
CO Drug Court Court Cost	40,000	40,000	0
Dispute Resolution	330,951	330,951	0
USDA Ag Mediation	101,700	101,700	0
Domestic Relations Office	217,855	217,855	0
Law Library	177,896	181,466	(3,570)
Election Services	700,000	700,000	0
Election Admin Fee	43,000	43,000	0
Election Equipment Fund	31,658	31,658	0
District Clerk Records Preservation	16,800	43,264	(26,464)
County Clerk Records Preservation	403,000	1,212,738	(809,738)
Commissioners' Court Record Preservation	85,900	95,480	(9,580)
Courthouse Security	115,000	123,934	(8,934)
Court Record Preservation	52,350	52,350	0
Historic Preservation	700	4,200	(3,500)
Child Abuse Prevention	425	425	0
Justice Court Technology	30,900	78,400	(47,500)
County and District Court Technology	6,150	6,150	0
District Court Record Technology	28,375	28,375	0
County Clerk Archive	445,000	1,446,283	(1,001,283)
Regional Public Defender	4,965,312	4,965,312	0
Sheriff Contraband Fund	601,400	601,400	0
Inmate Supply Fund	628,500	628,500	0
VINE	0	0	0
Homeland Security	0	0	0
LEOSE Sheriff	59,021	59,021	0
Sheriff Commissary Salary Fund	485,248	485,248	0
LECD Grant-Emergency Communications	0	0	0
CDA Business Crimes	162,650	162,650	0
CDA Contraband	200,500	200,500	0
South Plains Auto Task Force	789,498	789,498	0
JAG	0	0	0
CDA Victim Advocacy Project (VOCA)	0	0	0
Domestic Violence Prosecution	137,105	137,105	0
Interest/Sinking Fund 07 Bond Issue	6,177,369	6,318,825	(141,456)
Tax Notes Series 2013	1,214,240	1,260,113	(45,873)
Refunding Bonds Series 2013	172,598	174,700	(2,102)
LE Renovations	3,860,679	7,985,000	(4,124,321)
LE Renovations #2	0	0	0
CRTC Renovations	52,000	2,900,000	(2,848,000)
CRTC Renovations #2	0	0	0
Employee Health Benefit	10,361,000	10,633,500	(272,500)
Workers Comp Fund	1,505,000	1,505,000	0
SUB-TOTALS	149,167,373	167,994,266	(18,826,893)
DRAW FROM RESERVES	18,826,893		18,826,893
TOTALS	\$167,994,266	\$167,994,266	\$0

LUBBOCK COUNTY, TEXAS
2017 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2017 Budgeted Revenues	2017 Budgeted Expenditures	Revenues Over/(Under) Expenditures
General Fund	\$98,028,485	\$108,361,363	(\$10,332,878)
Consolidated Road & Bridge	5,844,328	6,569,698	(725,370)
Precinct 1 Park	105,701	105,701	0
Slaton/Roosevelt Park	101,061	208,467	(107,406)
Idalou/New Deal Park	99,426	313,276	(213,850)
Shallowater Park	96,511	145,288	(48,777)
Permanent Improvement	3,338,029	5,326,001	(1,987,972)
New Road Fund	486,300	1,300,000	(813,700)
Safe School Program/JJAEP	23,853	23,853	0
TJJD C - Commitmenht Reduction	0	0	0
TJJD S - Prevention/Intervention	60,000	60,000	0
Star Program Juvenile	515,145	515,145	0
Juvenile Probation Fund	6,827,051	6,827,051	0
TJJD Juvenile Probation Commission	2,055,492	2,055,492	0
Juvenile Detention	4,010,788	4,010,788	0
Juvenile Food Service	414,609	414,609	0
Title IV-E	270,526	270,526	0
CJD Re-Entry Drug Court	114,247	114,247	0
CJD DWI Court	92,302	92,302	0
CJD Family Recovery Court	0	0	0
Online Access	51,900	100,000	(48,100)
Indigent Defense Coordinator Program	0	0	0
CJD Drug Court	107,076	107,076	0
CO Drug Court Court Cost	48,240	48,240	0
Dispute Resolution	319,705	319,705	0
USDA Ag Mediation	101,700	101,700	0
Domestic Relations Office	230,200	230,200	0
Law Library	181,385	185,275	(3,890)
Election Services	700,000	700,000	0
Election Admin Fee	39,000	39,000	0
Election Equipment Fund	5,793,038	6,193,038	(400,000)
District Clerk Records Preservation	18,238	42,264	(24,026)
County Clerk Records Preservation	472,400	1,188,076	(715,676)
Commissioners' Court Record Preservation	93,500	194,633	(101,133)
Courthouse Security	105,000	105,000	0
Court Record Preservation	50,590	50,590	0
Historic Preservation	4,500	12,400	(7,900)
Child Abuse Prevention	425	425	0
Justice Court Technology	35,700	93,088	(57,388)
County and District Court Technology	9,235	9,235	0
District Court Record Technology	31,700	31,700	0
County Clerk Archive	479,310	900,000	(420,690)
Regional Public Defender	4,233,839	4,836,527	(602,688)
Sheriff Contraband Fund	511,000	511,000	0
Inmate Supply Fund	780,000	780,000	0
VINE	0	0	0
Homeland Security	0	0	0
LEOSE Sheriff	83,881	83,881	0
Sheriff Commissary Salary Fund	517,073	517,073	0
LECD Grant-Emergency Communications	0	0	0
CDA Business Crimes	106,400	106,400	0
CDA Contraband	150,160	150,160	0
South Plains Auto Task Force	670,332	670,332	0
JAG	155,164	155,164	0
CDA Victim Advocacy Project (VOCA)	120,423	120,423	0
Domestic Violence Prosecution	105,654	105,654	0
Interest/Sinking Fund 07 Bond Issue	6,422,410	6,422,410	0
Tax Notes Series 2013	1,257,989	1,257,989	0
Refunding Bonds Series 2013	180,322	180,322	0
LE Renovations	0	0	0
LE Renovations #2	1,605,000	3,650,000	(2,045,000)
CRTC Renovations	20,000	1,893,831	(1,873,831)
CRTC Renovations #2	406,169	406,169	0
Employee Health Benefit	10,965,427	10,965,427	0
Workers Comp Fund	1,593,200	1,593,200	0
SUB-TOTALS	161,241,139	181,771,414	(20,530,275)
DRAW FROM RESERVES	20,530,275		20,530,275
TOTALS	\$181,771,414	\$181,771,414	\$0

LUBBOCK COUNTY, TEXAS
FY 2017 BUDGET - TOTAL COMPARATIVE REVENUES
ALL FUNDS

Fund	FY 2015 Actual	FY 2016 Budget	% Change FY15 Actual VS FY16	FY 2017 Budget	% Change FY16 Budget VS FY17
			Budget		Budget
General Fund	\$84,957,317	\$93,831,186	10.45%	\$98,028,485	4.47%
Consolidated Road & Bridge	5,713,784	5,589,541	-2.17%	5,844,328	4.56%
Precinct 1 Park	99,777	101,600	1.83%	105,701	4.04%
Slaton/Roosevelt Park	93,037	104,250	12.05%	101,061	-3.06%
Idalou/New Deal Park	94,913	96,100	1.25%	99,426	3.46%
Shallowater Park	94,139	95,000	0.91%	96,511	1.59%
Permanent Improvement	2,164,819	2,230,729	3.04%	3,338,029	49.64%
New Road Fund	394,057	482,600	22.47%	486,300	0.77%
Safe School Program/JJAEP	40,764	23,853	-41.49%	23,853	0.00%
TJJD C - Commitmenht Reduction	329,146	0	-100.00%	0	0.00%
TJJD S - Prevention/Intervention	0	0	0.00%	60,000	0.00%
Star Program Juvenile	480,276	562,868	17.20%	515,145	-8.48%
Juvenile Probation Fund	5,050,975	5,215,047	3.25%	6,827,051	30.91%
TJJD Juvenile Probation Commission	1,424,479	2,032,996	42.72%	2,055,492	1.11%
Juvenile Detention	3,295,353	3,676,707	11.57%	4,010,788	9.09%
Juvenile Food Service	293,922	312,008	6.15%	414,609	32.88%
Title IV-E	150,733	268,845	78.36%	270,526	0.63%
CJD Re-Entry Drug Court	46,482	56,030	20.54%	114,247	103.90%
CJD DWI Court	42,541	63,557	49.40%	92,302	45.23%
CJD Family Recovery Court	38,149	54,123	41.87%	0	-100.00%
Online Access	46,673	21,598	-53.72%	51,900	140.30%
Indigent Defense Coordinator Program	0	73,668	0.00%	0	-100.00%
CJD Drug Court	46,612	75,287	61.52%	107,076	42.22%
CO Drug Court Court Cost	54,215	40,000	-26.22%	48,240	20.60%
Dispute Resolution	334,753	330,951	-1.14%	319,705	-3.40%
USDA Ag Mediation	79,856	101,700	27.35%	101,700	0.00%
Domestic Relations Office	227,061	217,855	-4.05%	230,200	5.67%
Law Library	185,130	177,896	-3.91%	181,385	1.96%
Election Services	161,414	700,000	333.67%	700,000	0.00%
Election Admin Fee	39,458	43,000	8.98%	39,000	-9.30%
Election Equipment Fund	91,827	31,658	-65.52%	5,793,038	18198.81%
District Clerk Records Preservation	19,142	16,800	-12.23%	18,238	8.56%
County Clerk Records Preservation	461,214	403,000	-12.62%	472,400	17.22%
Commissioners' Court Record Preservation	101,195	85,900	-15.11%	93,500	8.85%
Courthouse Security	106,226	115,000	8.26%	105,000	-8.70%
Court Record Preservation	54,873	52,350	-4.60%	50,590	-3.36%
Historic Preservation	730	700	-4.09%	4,500	542.86%
Child Abuse Prevention	525	425	-19.02%	425	0.00%
Justice Court Technology	41,756	30,900	-26.00%	35,700	15.53%
County and District Court Technology	9,942	6,150	-38.14%	9,235	50.16%
District Court Record Technology	35,312	28,375	-19.64%	31,700	11.72%
County Clerk Archive	516,941	445,000	-13.92%	479,310	7.71%
Regional Public Defender	5,028,979	4,965,312	-1.27%	4,233,839	-14.73%
Sheriff Contraband Fund	123,373	601,400	387.46%	511,000	-15.03%
Inmate Supply Fund	790,716	628,500	-20.52%	780,000	24.11%
VINE	27,715	0	-100.00%	0	0.00%
Homeland Security	132,728	0	-100.00%	0	0.00%
LEOSE Sheriff	0	59,021	0.00%	83,881	42.12%
Sheriff Commissary Salary Fund	0	485,248	0.00%	517,073	6.56%
LECD Grant-Emergency Communications	15,885	0	-100.00%	0	0.00%
CDA Business Crimes	151,080	162,650	7.66%	106,400	-34.58%
CDA Contraband	223,567	200,500	-10.32%	150,160	-25.11%
South Plains Auto Task Force	562,638	789,498	40.32%	670,332	-15.09%
JAG	13,264	0	-100.00%	155,164	0.00%
CDA Victim Advocacy Project (VOCA)	0	0	0.00%	120,423	0.00%
Domestic Violence Prosecution	132,170	137,105	3.73%	105,654	-22.94%
Interest/Sinking Fund 07 Bond Issue	6,070,316	6,177,369	1.76%	6,422,410	3.97%
Tax Notes Series 2013	1,248,531	1,214,240	-2.75%	1,257,989	3.60%
Refunding Bonds Series 2013	171,144	172,598	0.85%	180,322	4.48%
LE Renovations	62,242	3,860,679	6102.66%	0	-100.00%
LE Renovations #2	0	0	0.00%	1,605,000	0.00%
CRTC Renovations	42,741	52,000	21.66%	20,000	-61.54%
CRTC Renovations #2	0	0	0.00%	406,169	0.00%
Employee Health Benefit	9,381,692	10,361,000	10.44%	10,965,427	5.83%
Workers Comp Fund	1,457,978	1,505,000	3.23%	1,593,200	5.86%
Draw from Reserves	(2,248,873)	18,826,893	0.00%	20,530,275	9.05%
Total Revenues	\$130,807,404	\$167,994,266		\$181,771,414	

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.

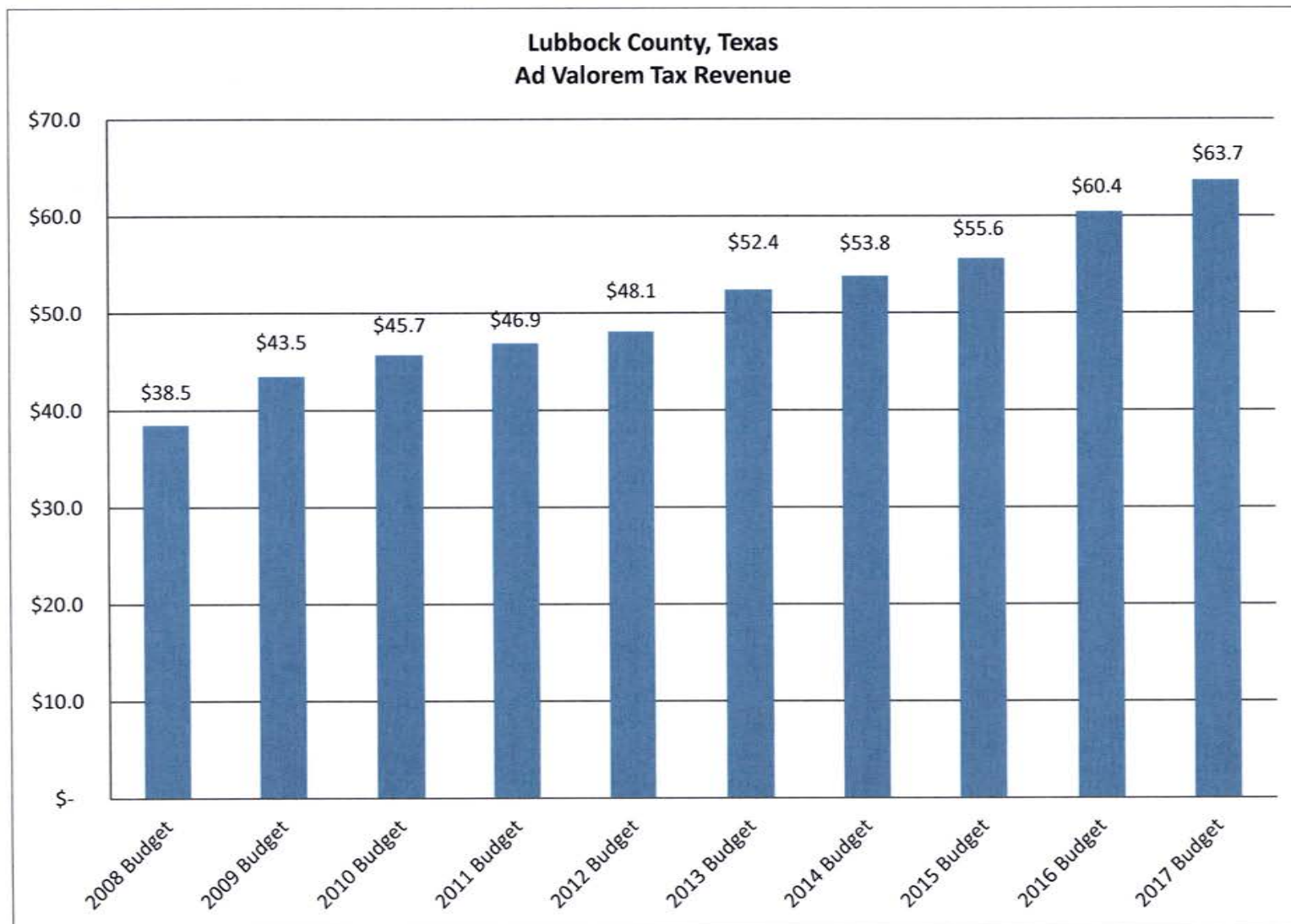
Ad Valorem Taxes

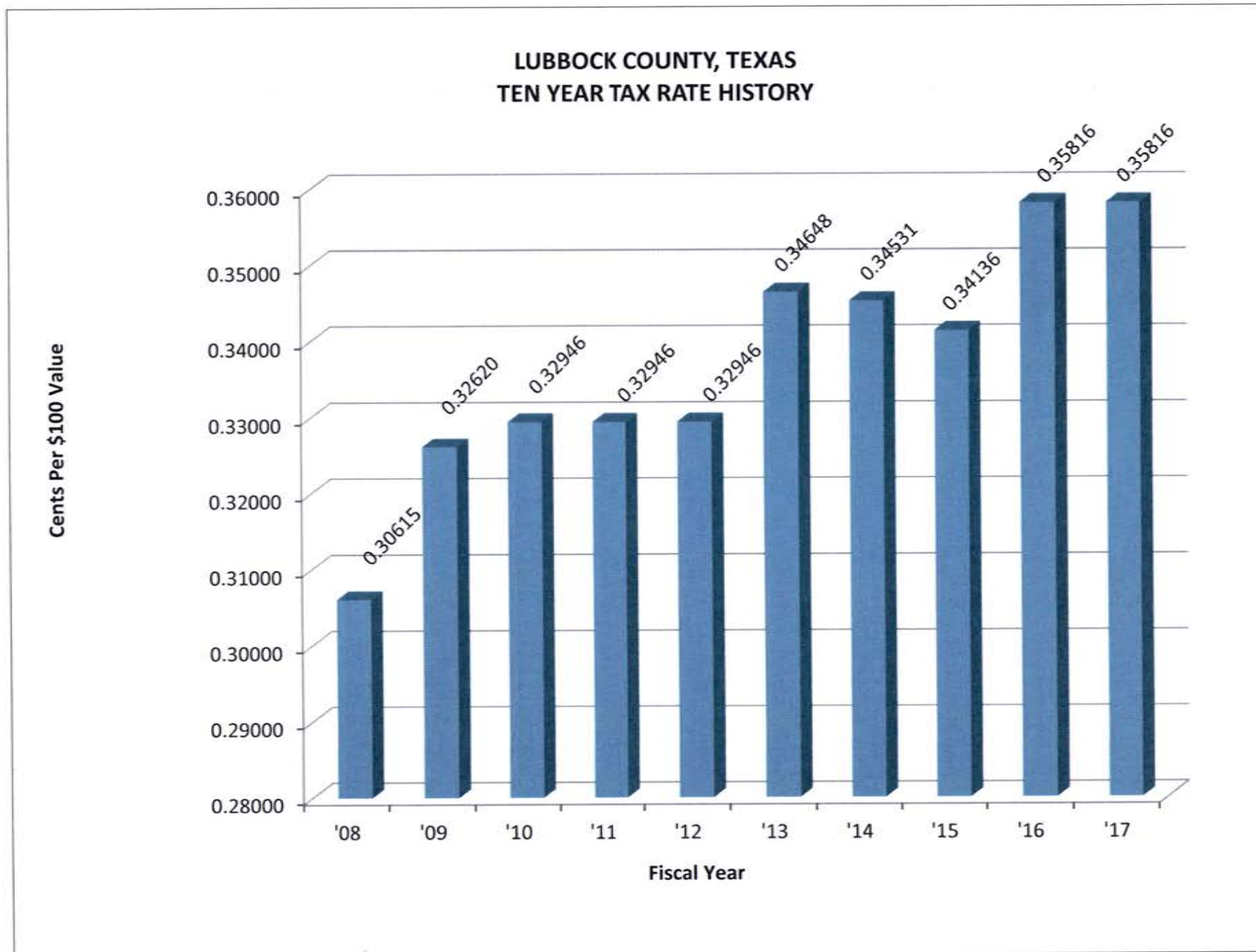
The 2017 budget includes ad valorem tax revenue in the amount of \$63,730,905 or 35% of all revenue. The following factors are considered: (1) the tax base increased by an average of 5.51% or \$801,847,891 to a total net taxable valuation of \$16,221,088,301. The tax rate was \$0.358158 per \$100 valuation in 2016 and Commissioners' Court has adopted \$0.358158 per \$100 valuation in fiscal year 2017. (2) New property added to the tax roll provides approximately \$1,664,817 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.





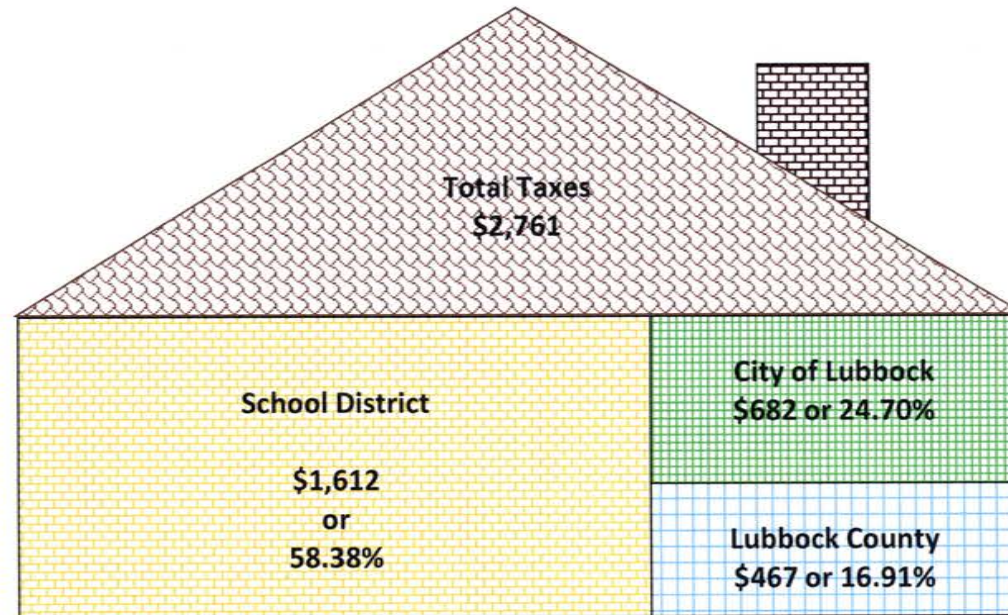
LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2016-2017
TAX RATES BY FUND

Funds	Tax Rate 2007	Tax Rate 2008	Tax Rate 2009	Tax Rate 2010	Tax Rate 2011	Tax Rate 2012	Tax Rate 2013	Tax Rate 2014	Tax Rate 2015	
General Fund	0.205498	0.230675	0.238420	0.273680	0.274946	0.289123	0.286094	0.283969	0.302542	0.303168
Permanent Improvement Fund	0.010000	0.010000	0.005000	0.005000	0.005000	0.010000	0.010000	0.010000	0.010000	0.010000
Precinct 1 Park	0.000720	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Slaton/Roosevelt Parks	0.000720	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Idalou/New Deal Parks	0.000720	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Shallowater Parks	0.000720	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Juvenile Detention Center	0.027002	0.025535	0.027500	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Debt Service	0.060768	0.057270	0.055818	0.048778	0.047512	0.045354	0.047216	0.045389	0.043616	0.042990
TOTAL	0.306148	0.326200	0.329458	0.329458	0.329458	0.346477	0.345310	0.341358	0.358158	0.358158

The following chart displays a summary of taxes paid by the average homeowner including city, school, and county taxes for FY 2016-2017. The chart shows that only 16.91% of taxes paid on the average home are for County taxes.

LUBBOCK COUNTY, TEXAS
PROPERTY TAX ANALYSIS FOR AVERAGE HOMEOWNER

For the Average \$130,489 Home



County taxes for FY 2015-2016 on a \$122,941 home, which was the county average, were \$440.32 based on the adopted tax rate of .358158¢ per \$100 valuation.

Valuations for the average home for 2016 increased by an estimated average of 6.1%. A home valued at \$122,941 would have, on an average, a current value of \$130,489.

County taxes for FY 2016-2017 on the same house would be \$467.36 based on the property tax rate of .358158¢ per \$100 valuation.

If the valuation on your home was \$122,941 in FY 2015-2016 and remained the same in 2016-2017, county taxes on your home would be \$440.32, which is an increase of \$0.00 per year. If your appraisal increased by an estimated 6.1%, taxes will increase by \$27.03 per year or \$2.25 per month in 2016-2017.

Changes in an individual taxpayer's county taxes are dependent on the specific change in property valuation. The above figures are presented for comparison purposes only.

All calculations are based on the county average taxable value of a single family home in 2016 as provided by LCAD.

LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2016-2017
ANALYSIS OF REVENUE DERIVED BY TAX RATE

ADJUSTED TAXABLE VALUE	\$	16,221,088,301.00		
M & O TAX RATE / \$100 VALUATION	0.315168		\$	51,123,744.46
I & S TAX RATE / \$100 VALUATION				
Certificates of Obligation		\$	16,221,088,301.00	
TOTAL I & S	<u>0.042990</u>		\$	6,973,380.98
PROJECTED LEVY W/O OVER 65			\$	58,097,125.44
ESTIMATED LEVY OF OVER 65			\$	<u>5,633,780.00</u>
TOTAL GROSS LEVY	<u>0.358158</u>		\$	<u>63,730,905.44</u>

FUND NAME	TAX RATE	DISTRIBUTION FOR OVER 65 LEVY	REV BY FUND OVER 65	ESTIMATED REVENUE	TOTAL TAX REVENUE
GENERAL FUND	0.303168	84.6466%	\$ 4,768,800.55	\$ 49,177,213.86	\$ 53,946,014.42
PERMANENT IMPROVEMENT FUND	0.010000	2.7921%	\$ 157,298.73	\$ 1,622,108.83	\$ 1,779,407.56
PRECINCT 1 PARK	0.000500	0.1396%	\$ 7,864.94	\$ 81,105.44	\$ 88,970.38
SLATON/ROOSEVELT PARKS	0.000500	0.1396%	\$ 7,864.94	\$ 81,105.44	\$ 88,970.38
IDALOU/NEW DEAL PARKS	0.000500	0.1396%	\$ 7,864.94	\$ 81,105.44	\$ 88,970.38
SHALLOWATER PARKS	0.000500	0.1396%	\$ 7,864.94	\$ 81,105.44	\$ 88,970.38
SUBTOTAL for M & O	0.315168	87.9970%	\$ 4,957,559.03	\$ 51,123,744.46	\$ 56,081,303.49
INTEREST & SINKING FUND	<u>0.042990</u>	<u>12.0030%</u>	<u>\$ 676,220.97</u>	<u>\$ 6,973,380.98</u>	<u>\$ 7,649,601.94</u>
ESTIMATED LEVY OF OVER 65			\$ 5,633,780.00	\$ 5,633,780.00	
TOTAL TAXES BUDGETED	<u>0.358158</u>	100.0000%		<u>\$ 63,730,905.44</u>	<u>\$ 63,730,905.44</u>

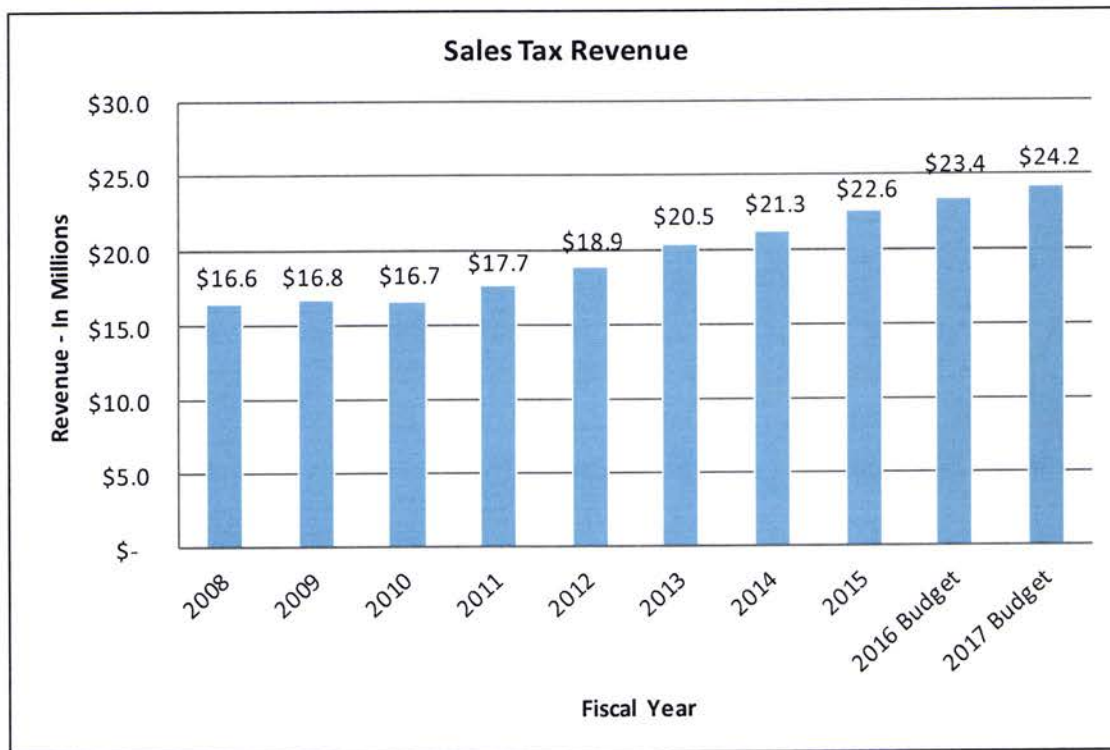
**LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2016-2017
TAX DISTRIBUTION BY FUND**

Description of Fund		Total Gross Taxes	Tax Distribution
General Fund	0.303168	\$ 53,946,014.42	84.47%
Permanent Improvement Fund	0.010000	\$ 1,779,407.56	2.79%
Precinct 1 Park	0.000500	\$ 88,970.38	0.14%
Slaton/Roosevelt Parks	0.000500	\$ 88,970.38	0.14%
Idalou/New Deal Parks	0.000500	\$ 88,970.38	0.14%
Shallowater Parks	0.000500	\$ 88,970.38	0.14%
Juvenile Detention Center	0.000000	\$ -	0.00%
Debt Service	0.042990	\$ 7,649,601.94	12.00%
TOTAL TAX RATE/TAX LEVY	0.358158	\$ 63,730,905.44	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 2015 was \$22,600,783. Budgeted county sales tax for the 2017 budget increased by \$803,000 from \$23,467,000 in the 2016 budget to \$24,270,000 in the 2017 budget. Sales and use tax revenue accounts for over 13% 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 2017, Lubbock County anticipates that this revenue source will make up about 6.0% 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 2017 in this type of revenue.

Fees

This source of revenue comes from the fee offices throughout the County who are responsible to impose and collect various fees. Examples of these fees include marriage licenses, filing fees, on-line access and record preservation fees. The majority of these fees are set by the Local Government Code. Fees are expected to increase by \$124,348.

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 2017 by \$798,090.

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 4% 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. Collections 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 increased in FY 2017.

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

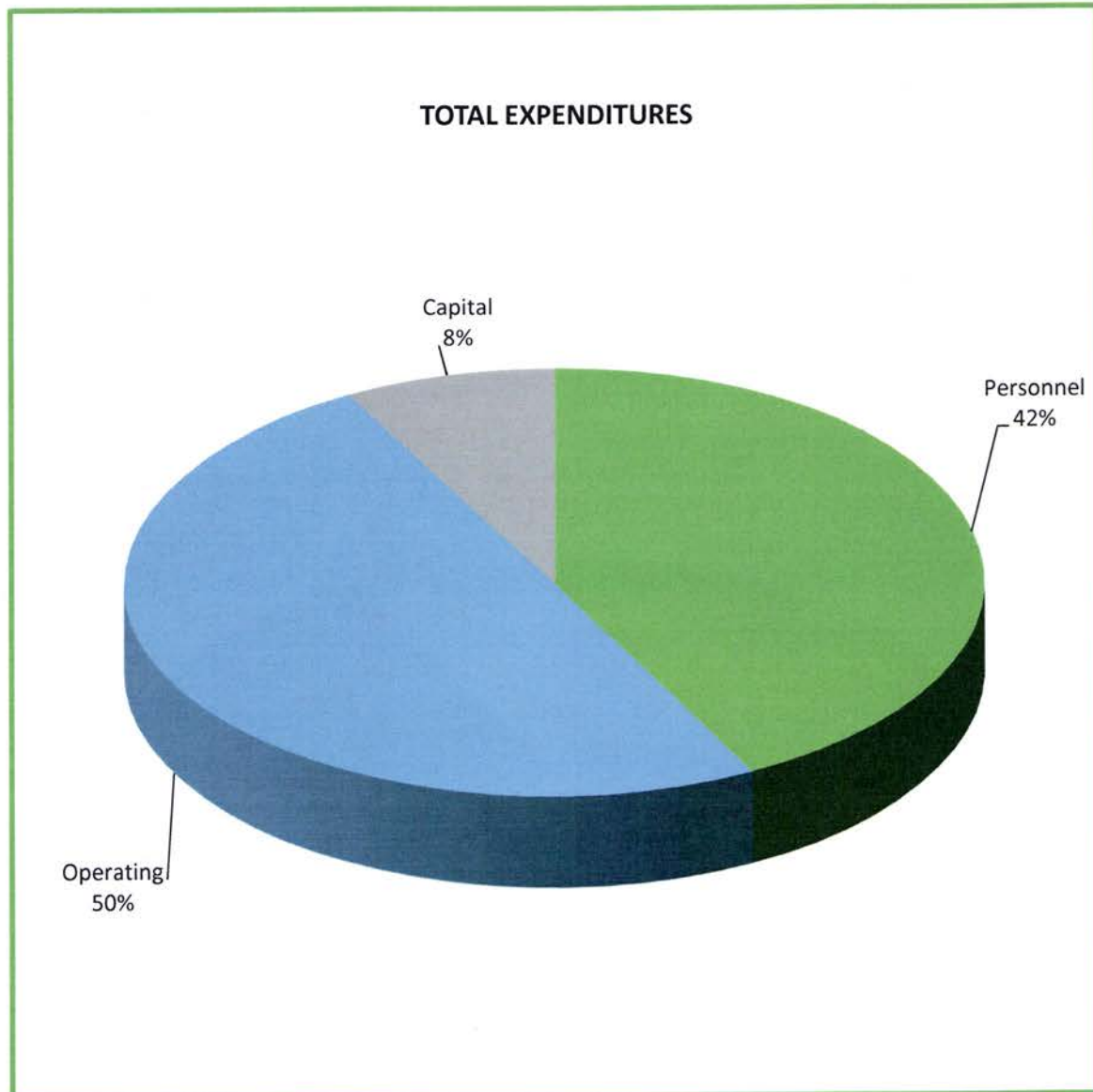
This category represents the amount of fund balance that is "earmarked" for projects in future years. A portion of the "Committed Fund Balance" was used to balance the FY 2017 budget.

LUBBOCK COUNTY, TEXAS
FY 2017 BUDGET - TOTAL COMPARATIVE EXPENDITURES *
ALL FUNDS

Fund	FY 2015 Actual	FY 2016 Budget	% Change FY15 Actual VS FY16 Budget	FY 2017 Budget	% Change FY16 Budget VS FY17 Budget
General Fund	\$84,898,617	\$97,801,245	15.20%	\$108,361,363	10.80%
Consolidated Road & Bridge	5,424,610	6,459,824	19.08%	6,569,698	1.70%
Precinct 1 Park	89,060	102,238	14.80%	105,701	3.39%
Slaton/Roosevelt Park	111,307	297,362	167.16%	208,467	-29.89%
Idalou/New Deal Park	118,928	354,777	198.31%	313,276	-11.70%
Shallowater Park	184,243	147,327	-20.04%	145,288	-1.38%
Permanent Improvement	814,595	4,418,400	442.40%	5,326,001	20.54%
New Road Fund	42,879	1,300,000	2931.79%	1,300,000	0.00%
Safe School Program/JJAEP	40,764	23,853	-41.49%	23,853	0.00%
TJJD C - Commitmenht Reduction	329,146	0	-100.00%	0	0.00%
TJJD S - Prevention/Intervention	0	0	0.00%	60,000	0.00%
Star Program Juvenile	480,276	562,868	17.20%	515,145	-8.48%
Juvenile Probation Fund	4,971,236	6,346,952	27.67%	6,827,051	7.56%
TJJD Juvenile Probation Commission	1,424,479	2,032,996	42.72%	2,055,492	1.11%
Juvenile Detention	3,295,353	3,676,707	11.57%	4,010,788	9.09%
Juvenile Food Service	293,922	312,008	6.15%	414,609	32.88%
Title IV-E	150,733	268,845	78.36%	270,526	0.63%
CJD Re-Entry Drug Court	46,482	56,030	20.54%	114,247	103.90%
CJD DWI Court	42,541	63,557	49.40%	92,302	45.23%
CJD Family Recovery Court	38,149	54,123	41.87%	0	-100.00%
Online Access	6,610	21,598	226.73%	100,000	363.01%
Indigent Defense Coordinator Program	0	73,668	0.00%	0	-100.00%
CJD Drug Court	46,612	75,287	61.52%	107,076	42.22%
CO Drug Court Court Cost	18,412	40,000	117.25%	48,240	20.60%
Dispute Resolution	322,098	330,951	2.75%	319,705	-3.40%
USDA Ag Mediation	79,856	101,700	27.35%	101,700	0.00%
Domestic Relations Office	229,530	217,855	-5.09%	230,200	5.67%
Law Library	170,905	181,466	6.18%	185,275	2.10%
Election Services	161,414	700,000	333.67%	700,000	0.00%
Election Admin Fee	0	43,000	0.00%	39,000	-9.30%
Election Equipment Fund	0	31,658	0.00%	6,193,038	19462.32%
District Clerk Records Preservation	10,947	43,264	295.21%	42,264	-2.31%
County Clerk Records Preservation	539,503	1,212,738	124.79%	1,188,076	-2.03%
Commissioners' Court Record Preservation	60,044	95,480	59.02%	194,633	103.85%
Courthouse Security	113,475	123,934	9.22%	105,000	-15.28%
Court Record Preservation	20,045	52,350	161.16%	50,590	-3.36%
Historic Preservation	0	4,200	0.00%	12,400	195.24%
Child Abuse Prevention	0	425	0.00%	425	0.00%
Justice Court Technology	4,057	78,400	1832.64%	93,088	18.73%
County and District Court Technology	1,184	6,150	419.39%	9,235	50.16%
District Court Record Technology	8,912	28,375	218.38%	31,700	11.72%
County Clerk Archive	11,622	1,446,283	12344.57%	900,000	-37.77%
Regional Public Defender	4,549,692	4,965,312	9.14%	4,836,527	-2.59%
Sheriff Contraband Fund	324,498	601,400	85.33%	511,000	-15.03%
Inmate Supply Fund	503,732	628,500	24.77%	780,000	24.11%
VINE	27,715	0	-100.00%	0	0.00%
Homeland Security	132,728	0	-100.00%	0	0.00%
LEOSE Sheriff	0	59,021	0.00%	83,881	42.12%
Sheriff Commissary Salary Fund	0	485,248	0.00%	517,073	6.56%
LECD Grant-Emergency Communications	15,885	0	-100.00%	0	0.00%
CDA Business Crimes	176,632	162,650	-7.92%	106,400	-34.58%
CDA Contraband	252,936	200,500	-20.73%	150,160	-25.11%
South Plains Auto Task Force	562,638	789,498	40.32%	670,332	-15.09%
JAG	13,264	0	-100.00%	155,164	0.00%
CDA Victim Advocacy Project (VOCA)	0	0	0.00%	120,423	0.00%
Domestic Violence Prosecution	132,170	137,105	3.73%	105,654	-22.94%
Interest/Sinking Fund 07 Bond Issue	6,317,763	6,318,825	0.02%	6,422,410	1.64%
Tax Notes Series 2013	1,244,825	1,260,113	1.23%	1,257,989	-0.17%
Refunding Bonds Series 2013	173,950	174,700	0.43%	180,322	3.22%
LE Renovations	338,074	7,985,000	2261.91%	0	-100.00%
LE Renovations #2	0	0	0.00%	3,650,000	0.00%
CRTC Renovations	184,344	2,900,000	1473.15%	1,893,831	-34.70%
CRTC Renovations #2	0	0	0.00%	406,169	0.00%
Employee Health Benefit	9,851,908	10,633,500	7.93%	10,965,427	3.12%
Workers Comp Fund	1,402,102	1,505,000	7.34%	1,593,200	5.86%
Total Expenditures - All Lubbock County Funds	\$130,807,404	\$167,994,266	28.43%	\$181,771,414	8.20%

* Including interfund transfers

LUBBOCK COUNTY, TEXAS
EXPENDITURE SUMMARY BY CATEGORY
ALL FUNDS

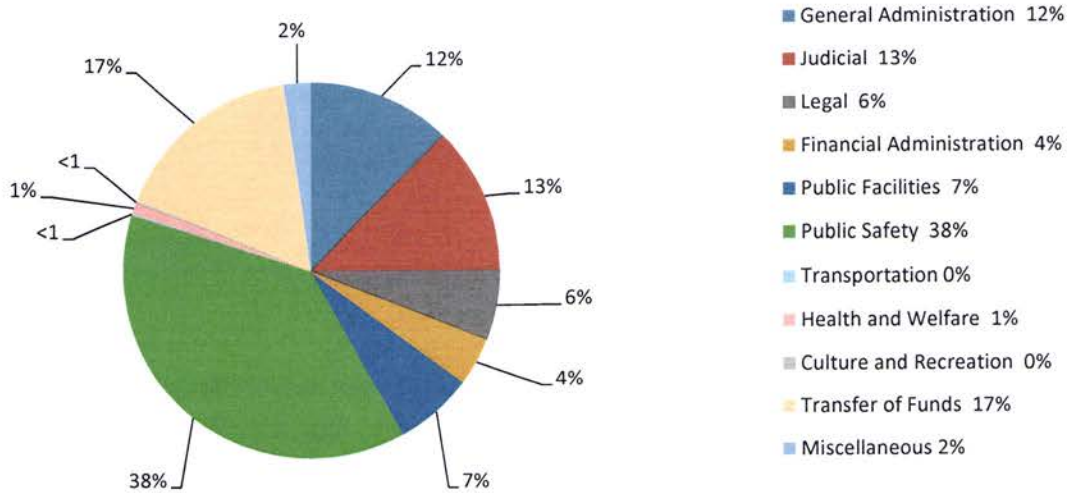


*Personnel percentage represents all salary and benefit related expenditures. Operating percentage includes all line items for operating expenses. Capital percentage includes any expenditure over \$5,000. Percentages include all funds.

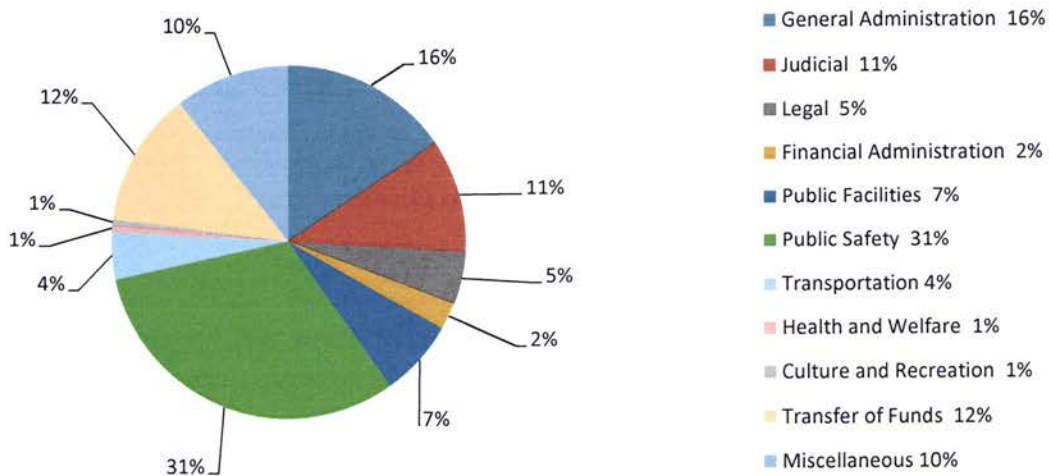
LUBBOCK COUNTY, TEXAS
TOTAL BUDGETED EXPENDITURES
COMPARISON ALL FUNDS TO GENERAL FUND

	General Fund	All Funds
General Administration	\$ 13,359,057	\$ 28,272,618
Judicial	13,655,043	19,120,912
Legal	6,513,233	8,658,246
Financial Administration	4,498,488	4,498,488
Public Facilities	7,372,703	12,698,704
Public Safety	41,032,961	56,840,636
Transportation	188,064	8,057,762
Health and Welfare	975,578	975,578
Culture and Recreation	239,728	1,012,460
Transfer of Funds	17,967,945	22,549,650
Miscellaneous	2,558,563	19,086,360
Total Expenditures	\$ 108,361,363	\$ 181,771,414

General Fund Budgeted Expenditures



All Funds Budgeted Expenditures



Uses of Funds

The 2017 budget includes expenditures of \$181,771,414 as compared to the 2016 budget of \$167,994,266. This represents an increase of 8.2%.

General Fund

The FY 2017 general fund budget increased to \$108,361,363 from \$97,801,245 in fiscal year 2016 a difference of \$10,560,118 or 10.8%. This increase can be attributed to addition of new positions, transfers for new election equipment along with increases to personnel budgets. 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, Information Systems, Non-Departmental, Administrative Research, and Judicial Compliance. In the 2017 budget the overall general administration function increased by \$677,601. Information Services departmental budget increased \$446,895 accounting for the majority of the increase for General Administration. Additional funding was allocated for desktop workstations and software.

Judicial

The Judicial function includes the Courts and the departments that service the courts, including the District Clerk, Justice of the Peace 1-4, Central Jury, and the Judicial Department. The Judicial Department is made up of six District Courts and three County Courts-at-Law. The overall judicial function increased in total by \$1,707,534 and the majority is attributed to an increase in contract services in the Judicial Department along with rising witness expenses.

Legal

The legal function is made up of the Criminal District Attorney's Office. The budget increased by \$180,066. 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 \$217,254 or 5.07%. The majority of the increase is due to payroll line item increases for all departments, personnel increases for the County Treasurer and non-capital equipment purchases in the Tax Office and Human Resources.

Public Facilities

Maintenance of county facilities is an essential service that must be provided. The department increased by \$624,241 or 9.25%. The majority of this increase can be attributed to additional personnel funding and rising building maintenance costs.

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. These expenditures include salaries, road materials, and funding for equipment and land. The 2017 Public Works Department budget decreased by \$79,404. The majority of that decrease can be attributed to a reduction in contract services and payroll reductions.

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 \$41,032,961 which is an increase of \$1,465,925 or 3.70% and is attributable to payroll line item increases of 3% and the addition of full time personnel.

Health and Welfare

Health and Welfare is comprised of the following functions: Safety and Environmental, General Assistance, and Veteran's Affairs. The division increased by 5.12% due to staffing changes, increased payroll expenses, and higher travel and capital outlay costs. This division increased by \$47,512.

Culture and Recreation

The Culture and Recreation is made up of Museum, and Library services. This division decreased by \$9,200 in FY 2017 due to transferring the Lubbock County Historical department into the Historic Preservation fund.

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 2017 by \$5,687,749 or 46.32%. The increase is largely due to a \$5,709,038 increase to the Election Equipment Fund for new electronic voting equipment.

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. The division increased by 1.62% due to maintenance cost expenditures. The Elections Department is responsible for overseeing all election related functions. This division increased by \$40,840.

Special Revenue Funds

Consolidated Road and Bridge Fund

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 2017 Consolidated Road and Bridge budget increased by \$109,874. The majority of that increase can be attributed to equipment purchases and includes reductions to many other operating line items.

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 \$3,463, this can be attributed to an increase to the salary and benefits line items and supplies/other operating expenditures. Precinct #2 Park decreased by \$88,895, this can be attributed to the decrease in other improvements and utility costs.

Precinct #3 Park expenditures decreased expenditures by \$41,501 with the majority of the decrease in building renovation contracts. Precinct #4 Park expenditures decreased by \$2,039.

Permanent Improvement Fund

The permanent improvement fund includes expenditures for the improvement of county facilities, including the courthouse, the central garage, the Lubbock County Office Building (formerly known as the Bank of America building), and various other county building renovations. This division increased by \$907,601 or 20.54%, in FY 2017. This increase can be attributed to planned renovations to Lubbock County buildings.

New Road Fund

The new road fund includes expenditures for new road materials, contract labor required for the building of new roads, and heavy equipment purchases. This division remained the same in FY 2017 at \$1,300,000.

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.

Online Access Fund

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 Re-Entry Drug Court

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.

DWI Court

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.

Drug Court Fund

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.

County Drug Court Fee Fund

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 Fund

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

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.

Domestic Relations Office

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

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 Fund

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 Admin Fee Fund

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 Fund

This fund contains monies charged to the parties and entities for the rental of Judge's Booth Controllers, eSlates, and DAU units that were purchased with Federal HAVA money and county money. Monies expended from this fund are used to replace or to purchase more electronic voting equipment.

Records 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 Fund

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 \$105,000 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.

Historic Preservation Fund

The purpose of the Lubbock County Historic Preservation Fund is to assist in identifying, protecting and interpreting the history of Lubbock County.

Child Abuse Prevention Fund

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 Fund

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 Fund

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 Record Technology and County Clerk Archive fund. 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.

Regional Public Defender – Capital Murder

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 178 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 Fund

This is a discretionary fund of the Sheriff's Office and it is included in the FY 2017 budget at \$511,000. This fund is supported by funds and assets that are seized and subsequently awarded to the county by court orders.

Inmate Supply Fund

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

LEOSE-Sheriff Fund

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 Fund

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.

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. This budget decreased by \$56,250. The CDA also uses these funds for supplemental pay to the employees of his office and travel and training costs.

CDA Contraband Fund

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

South Plains Auto Task Force

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.

JAG Justice Assistance

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.

CDA Victim Advocacy (VOCA)

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.

Domestic Violence Prosecution

The Domestic Violence Prosecution grant program provides assistance in developing and strengthening effective law enforcement, prosecution, and court strategies to combat violent crimes against women and in developing and strengthening victim services in such cases. The majority of the funds are used for salary for a prosecutor responsible for all domestic violence related cases.

Lubbock County, Texas
Adopted Budget
FY 2015 - 2016



General Fund
Revenue & Expenditure
Summaries



Lubbock County TX

Adopted Budget Revenues

For Fiscal: 2016 - 2017 Period Beginning 10/01/2016

Account Number	Account Name	2014-2015 Activity	2015-2016 Budget	2016-2017 Budget
011 - GENERAL FUND				
4 - Revenue				
Revenue				
GENERAL FUND				
011-4001000	CURRENT AD VALOREM TAXES	45,783,640.87	51,026,132.00	53,946,014.00
011-4004000	PEN & INT - CURRENT LEVY	186,105.17	244,925.00	219,284.00
011-4005000	DELIQ TAXES - PRIOR YEARS	481,025.95	602,108.00	566,784.00
011-4006000	PEN & INT - PRIOR YEARS	178,155.56	224,515.00	209,917.00
011-4007000	SPECIAL INVENTORY TAX	0.00	250.00	0.00
011-4010000	COUNTY SALES & USE TAX	22,600,782.90	23,467,000.00	24,270,000.00
	40 - TAX COLLECTIONS	69,229,710.45	75,564,930.00	79,211,999.00
011-4101000	COUNTY CLERK	60,893.30	60,000.00	65,662.00
011-4102000	BEER & LIQUOR PERMITS	122,310.00	90,000.00	110,786.00
	41 - LICENSES/PERMITS	183,203.30	150,000.00	176,448.00
011-4202100	STATE MIXED DRINK TAX	1,281,088.37	1,300,000.00	1,350,000.00
011-4203200	EMERGENCY MGT GRANT	18,373.86	24,700.00	24,700.00
011-4205000	BINGO TAX PROCEEDS	283,825.73	300,000.00	280,000.00
011-4209000	STATE - COUNTY COURTS	272,251.86	286,319.00	299,671.00
011-4212100	STRADUS A/G CHILD SUPPORT	2,910.89	4,069.00	4,068.00
011-4220200	INTER LOCAL AGREEMENT-CITY OF	393,570.27	650,000.00	400,000.00
011-4246000	REGIONAL PUBLIC DEFENDER ADMIN	370,000.00	364,454.00	233,910.00
011-4248000	GRANT ADMINISTRATION REVENUE	51,322.31	49,500.00	49,500.00
011-4250000	INDIGENT DEFENSE GRANT	336,349.00	336,349.00	336,202.00
011-4251000	MANAGED ASSIGNED COUNSEL	80,000.00	0.00	0.00
	42 - INTERGOVERNMENTAL	3,089,692.29	3,315,391.00	2,978,051.00
011-4302000	COUNTY JUDGE	4,142.57	4,300.00	5,000.00
011-4303000	COUNTY CLERK	1,283,369.23	1,400,000.00	1,398,333.00
011-4305200	J.E.P.J. FEES	7,140.00	6,110.00	6,254.00
011-4306000	VRED - TAPE	930.13	2,500.00	2,325.00
011-4307000	TRAFFIC	5,941.40	6,175.00	5,791.00
011-4308000	CHILD SAFETY - CS	10,998.27	12,652.00	12,652.00
011-4310000	TAX ASSESSOR/COLLECTOR	38,715.00	38,500.00	38,652.00
011-4313000	AG FILING FEE	-838.86	0.00	0.00
011-4315000	INDIGENT DEFENSE FEE	1,674.27	1,800.00	1,800.00
011-4322000	PASSPORT FEE - DIST CLERK	22,850.00	24,500.00	26,710.00
011-4323000	DISTRICT CLERK FEES	377,172.94	522,000.00	508,000.00
011-4331000	JP PRECINCT 1	30,879.00	32,316.00	33,372.00
011-4332000	JP PRECINCT 2	57,153.09	38,000.00	38,000.00
011-4333000	JP PRECINCT 3	42,215.52	38,562.00	43,441.00
011-4334000	JP PRECINCT 4	25,828.73	28,529.00	29,421.00
011-4340000	DISTRICT ATTORNEY	37,182.80	42,218.00	42,330.00
011-4345000	MEDICAL EXAMINER	342,180.29	400,000.00	400,000.00
011-4346000	SHERIFF	325,224.76	330,000.00	330,000.00
011-4348000	CONSTABLES	298,614.65	300,000.00	350,000.00
011-4350000	DEFENSIVE DRIVING FEE	3,408.41	4,000.00	3,863.00
011-4351000	SS FEE-INMATE	35,600.00	42,000.00	40,000.00
011-4352000	ISSUED WARRANT EXECUTION	86,408.70	125,000.00	90,876.00
011-4353000	ARREST FEE - COUNTY	9,174.36	12,000.00	11,590.00
011-4354100	FAMILY PROTECTION FEE	6,915.00	7,187.00	7,003.00
011-4360000	CMIT FINE COMMISSION	2,322.36	2,500.00	0.00
011-4361000	CMI FINE COMMISSION	1.82	0.00	0.00
011-4362000	BAT COMMISSIONS	0.00	0.00	0.00
011-4369000	ONLINE SERVICE FEE	64,673.01	60,000.00	65,000.00
011-4374000	CO CLERK VITAL RECORDS FEE	2,423.00	2,500.00	3,000.00
	43 - FEES	3,122,300.45	3,483,349.00	3,493,413.00

Adopted Budget Revenues

For Fiscal: 2016 - 2017 Period Beginning 10/01/2016

Account Number	Account Name	2014-2015 Activity	2015-2016 Budget	2016-2017 Budget
011-4401000	MOTOR VEHICLE SALES TAX COMM	2,836,211.16	3,150,864.00	3,597,490.00
011-4402000	CERTIFICATE OF TITLE COMM	395,494.37	400,000.00	350,000.00
011-4403000	MOTOR VEHICLE COMMISSION	1,228,399.10	850,000.00	1,250,000.00
011-4405000	(CVC) COMP TO VICTIMS OF CRIME	277.37	125.00	125.00
011-4406000	LEOA COMMISSION	1.30	0.00	0.00
011-4408000	BEER & LIQUOR COMMISSION	558.00	1,250.00	1,250.00
011-4411000	CJC COMMISSION	18.96	0.00	0.00
011-4412000	JCPT COMMISSION	16.68	0.00	0.00
011-4414000	JPD COMM	97.00	0.00	0.00
011-4415000	WARRANT STATE-COMM	25.95	0.00	0.00
011-4416000	ARREST FEES - COMM	16,458.80	25,000.00	23,951.00
011-4417000	LEMI COMMISSION	0.57	0.00	0.00
011-4418000	CRIMESTOPPERS-COMM	1.57	0.00	0.00
011-4419000	COMPRE REHAB COMM (CR)	0.00	0.00	0.00
011-4420000	GENERAL REVENUE COMM GR	0.84	0.00	0.00
011-4421000	LEOC COM	0.00	0.00	0.00
011-4422000	DNA TESTING FEE	17.40	0.00	0.00
011-4424000	SEPTIC INSPECTION	52,605.00	56,000.00	55,338.00
011-4425000	FLSI COMM	4,012.79	3,760.00	3,766.00
011-4426000	FA COMM	67.91	100.00	100.00
011-4427000	CCC COMM	1,303.94	1,200.00	1,124.00
011-4428000	JCD COMM	3.50	0.00	0.00
011-4429000	TP COMM (40%)	31,577.75	35,000.00	34,780.00
011-4430000	JE COMM (10%)	7,894.45	8,000.00	7,949.00
011-4433000	CREDIT CARD COMMISSIONS	26,218.91	30,000.00	34,534.00
011-4435000	NEW CCC COMM	47,294.24	56,000.00	54,937.00
011-4436000	EMS TRAUMA FUND COMM	5,990.35	6,000.00	6,035.00
011-4440000	STF COMM	2,919.41	3,300.00	3,135.00
011-4442000	DNA (CS)	10.20	0.00	0.00
011-4443000	CIVIL DATA JUSTICE FEE	31.04	0.00	0.00
011-4445000	BAIL BOND FEE COMM	6,331.50	7,565.00	7,475.00
011-4446000	COMM DC JUDICIAL FUND	4,959.30	5,438.00	5,747.00
011-4447000	JURY REIMBURSEMENT FEE COMM	3,331.01	4,700.00	4,656.00
	44 - COMMISSIONS	4,672,130.37	4,644,302.00	5,442,392.00
011-4501000	POSTAGE - MOTOR VEHICLE	41,128.04	50,000.00	50,463.00
011-4502000	JURY FEES	11,487.44	12,000.00	12,015.00
011-4503000	BAIL BOND LICENSE RENEWAL FEES	3,500.00	2,500.00	3,750.00
011-4504000	BOARD BILLS - INMATE	2,076,921.00	2,500,000.00	2,500,000.00
011-4521000	COURT REPORTER FEES	78,116.06	65,000.00	71,671.00
011-4550000	SCAAP- JAIL	31,678.00	0.00	0.00
011-4552000	IV-E LEGAL SERVICES	86,325.87	37,000.00	0.00
	45 - CHARGES FOR SERVICES	2,329,156.41	2,666,500.00	2,637,899.00
011-4601000	JP PRECINCT 1	155,124.88	211,000.00	205,046.00
011-4602000	JP PRECINCT 2	169,707.61	250,000.00	241,726.00
011-4603000	JP PRECINCT 3	115,198.77	150,000.00	143,510.00
011-4604000	JP PRECINCT 4	270,394.13	325,000.00	309,288.00
011-4608000	COUNTY COURT AT LAW 1	62,750.89	85,000.00	82,414.00
011-4609000	COUNTY COURT AT LAW 2	68,428.41	65,484.00	65,000.00
011-4611000	DISTRICT CLERK FINES	6,356.60	21,000.00	18,756.00
011-4612100	FORFEITURES	199,895.00	225,000.00	300,000.00
	46 - FINES/FORF	1,047,856.29	1,332,484.00	1,365,740.00
011-4700000	INTEREST INCOME	724,053.32	850,000.00	725,000.00
	47 - INTEREST	724,053.32	850,000.00	725,000.00

Adopted Budget Revenues

For Fiscal: 2016 - 2017 Period Beginning 10/01/2016

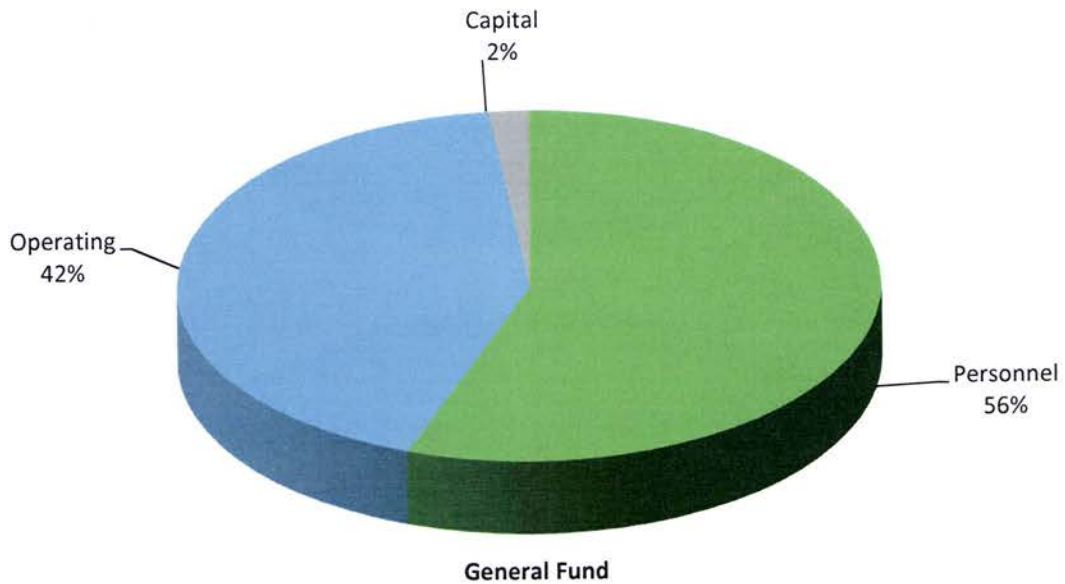
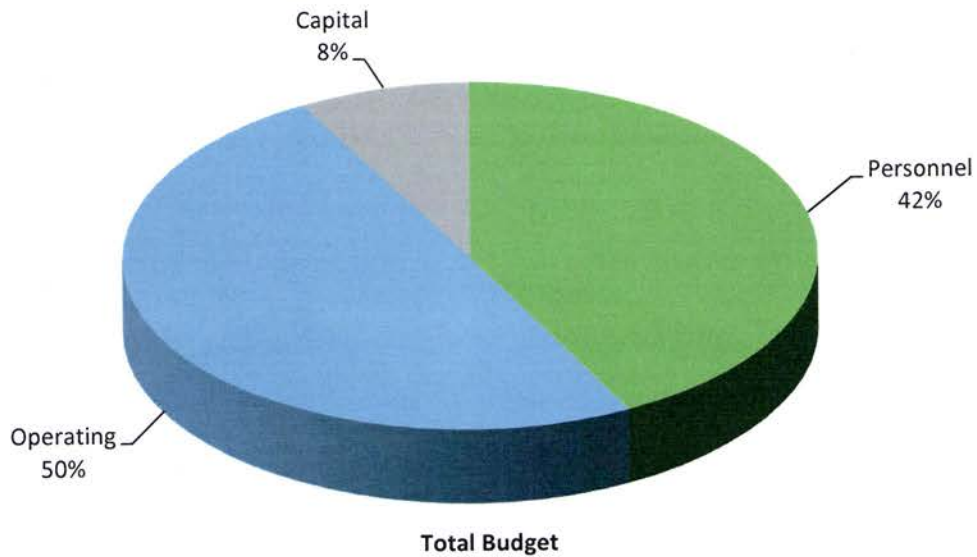
<u>Account Number</u>	<u>Account Name</u>	<u>2014-2015 Activity</u>	<u>2015-2016 Budget</u>	<u>2016-2017 Budget</u>
011-4802000	RENTALS-BUILDINGS	177,289.24	180,150.00	158,688.00
011-4803000	PARKING LOTS	79,856.12	84,000.00	84,303.00
011-4805100	DISPOSAL OF PROPERTY	14,437.80	50,000.00	50,000.00
011-4806000	INSURANCE REIMBURSEMENTS	59,151.44	25,000.00	50,000.00
011-4807000	JURY REIMBURSEMENTS FROM STATE	170,918.00	125,880.00	135,012.00
011-4811000	REIMBURSEMENTS-TELETYPE	2,972.50	2,000.00	2,000.00
011-4813000	REFUND - ATTORNEY FEES	131,964.47	200,000.00	197,955.00
011-4815000	OTHER REFUNDS/REIMBURSE	0.00	50,000.00	50,000.00
011-4817100	PAY PHONE COMMISSION	346,308.77	390,000.00	370,785.00
011-4821000	HALE COUNTY AGRILIFE EXTENSION	0.00	0.00	16,366.00
011-4826000	ELECTION REVENUES	35.35	200.00	200.00
011-4830000	INTEREST-LCAD	2,557.66	2,000.00	3,000.00
011-4842000	REIMB-INMATE TRANSPORTATION	51,491.55	65,000.00	54,234.00
011-4850000	GAIN/LOSS SALE OF INVESTMENTS	-554,131.49	0.00	150,000.00
011-4899000	OTHER REVENUE	76,363.07	650,000.00	675,000.00
011-7631000	DRAW FROM RESERVES	0.00	3,970,059.00	3,326,709.00
011-7632000	DRAW FROM COMMITTED FB	0.00	0.00	7,006,169.00
	48 - OTHER REVENUE	559,214.48	5,794,289.00	12,330,421.00
011-8011403	XFER FROM WORKERS COMP	0.00	0.00	0.00
	80 - TRANSFERS	0.00	0.00	0.00
	011 - GENERAL FUND Totals	84,957,317.36	97,801,245.00	108,361,363.00
	4 -Revenue Totals	84,957,317.36	97,801,245.00	108,361,363.00
Revenue Totals:		84,957,317.36	97,801,245.00	108,361,363.00
011 - GENERAL FUND Totals:		84,957,317.36	97,801,245.00	108,361,363.00

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL FUND

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 69,229,710	\$ 75,564,930	\$ 79,211,999
Intergovernmental	3,089,692	3,315,391	2,978,051
Fees	3,122,300	3,483,349	3,493,413
Commissions	4,672,130	4,644,302	5,442,392
Charges for Service	2,329,156	2,666,500	2,637,899
Fines/Forfeitures	1,047,856	1,332,484	1,365,740
Interest	724,053	850,000	725,000
Other Revenue	559,214	1,824,230	1,997,543
Licenses/Permits	183,203	150,000	176,448
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 84,957,317	\$ 93,831,186	\$ 98,028,485
EXPENDITURES			
Personnel	55,038,261	58,034,597	60,346,906
Operating	19,152,625	25,390,855	28,016,438
Capital	2,380,740	2,095,597	2,030,074
OTHER SOURCES (USES)			
Transfers out	8,326,990	12,280,196	17,967,945
NET REVENUE (EXPENDITURES)	\$ 58,701	\$ (3,970,059)	\$ (10,332,878)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	42,110,187	42,168,887	38,198,828
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 42,168,887	\$ 38,198,828	\$ 27,865,950

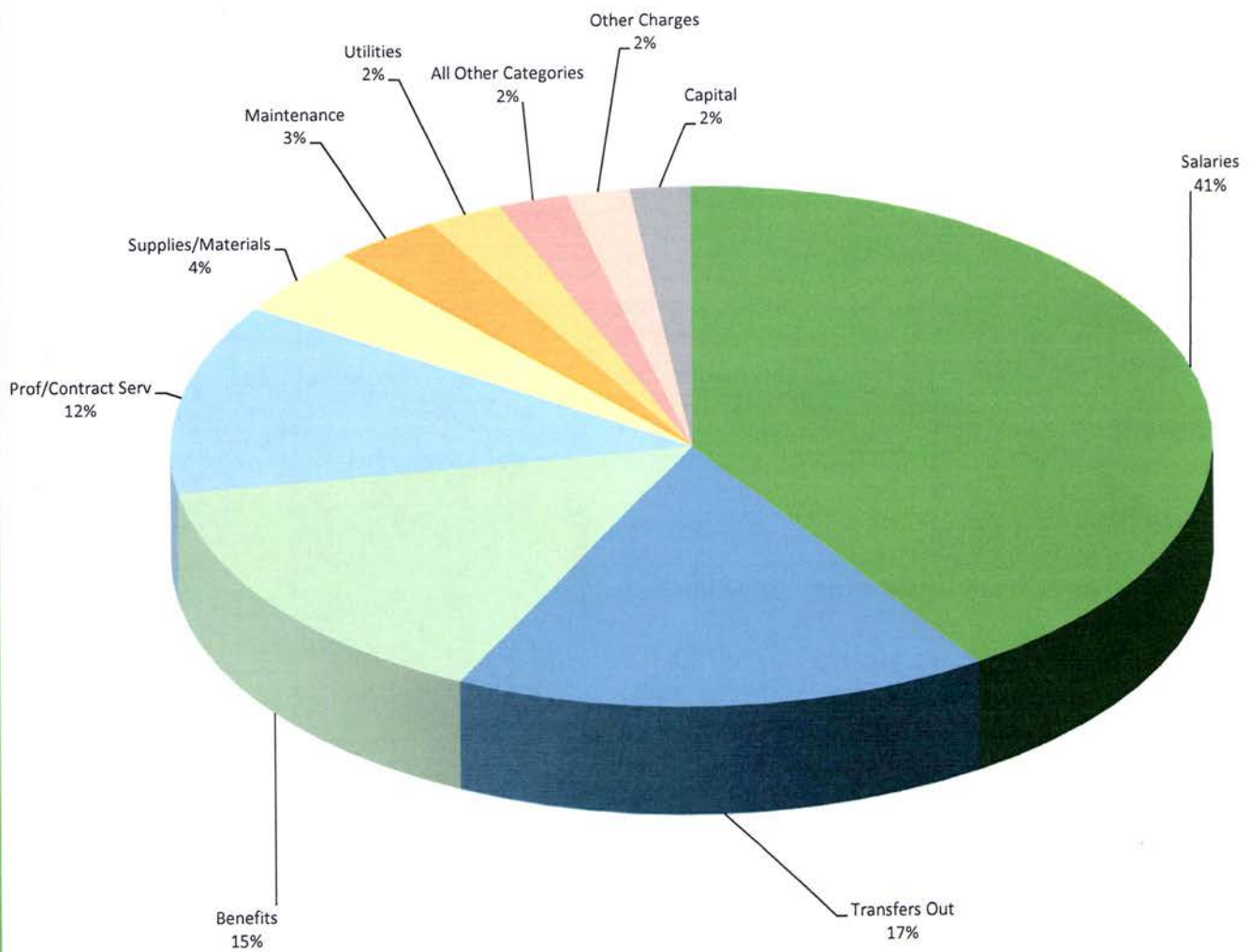
LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. GENERAL FUND

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.



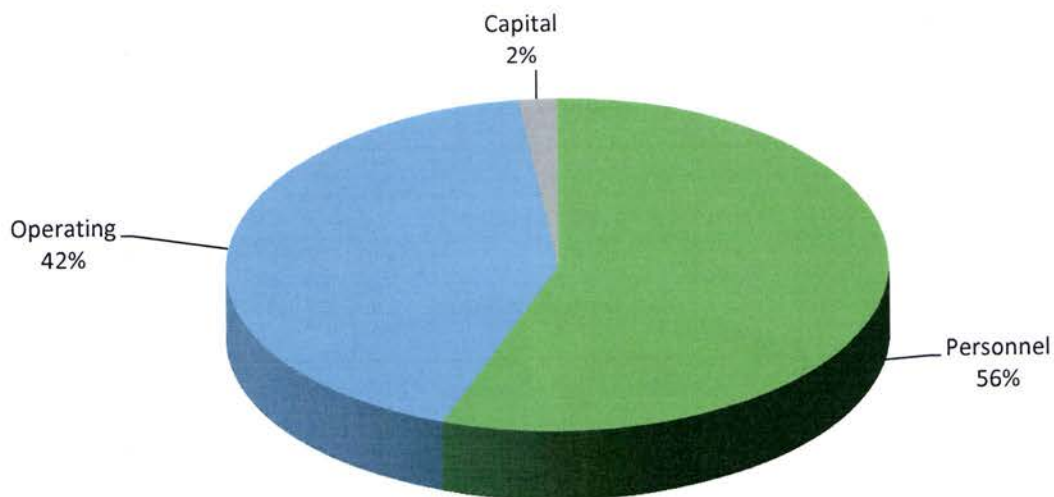
LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
BY CATEGORY DETAIL

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.

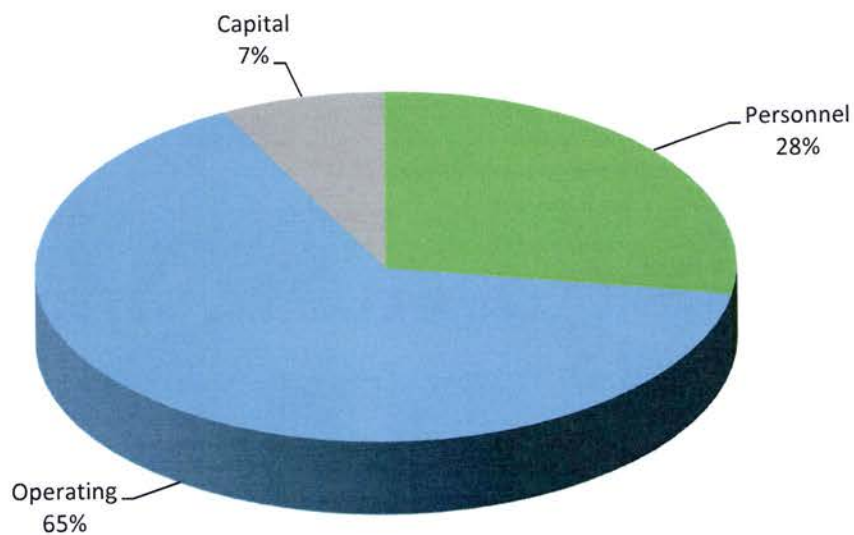


LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
GENERAL ADMINISTRATION

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, and Administrative Research.



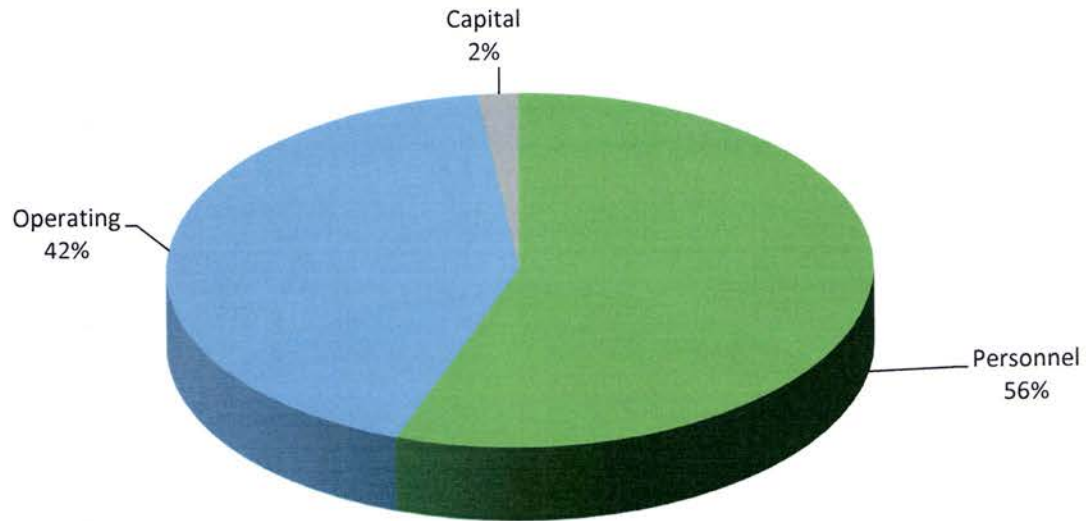
General Fund Budget



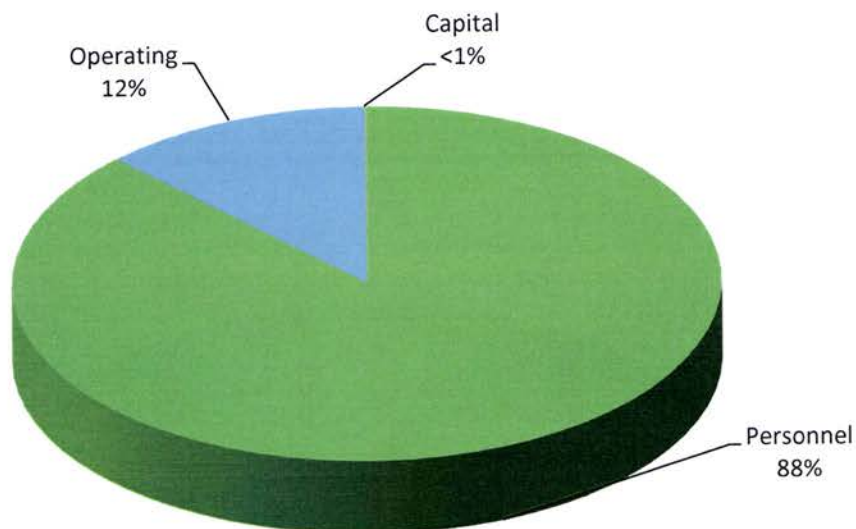
General Administration

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.



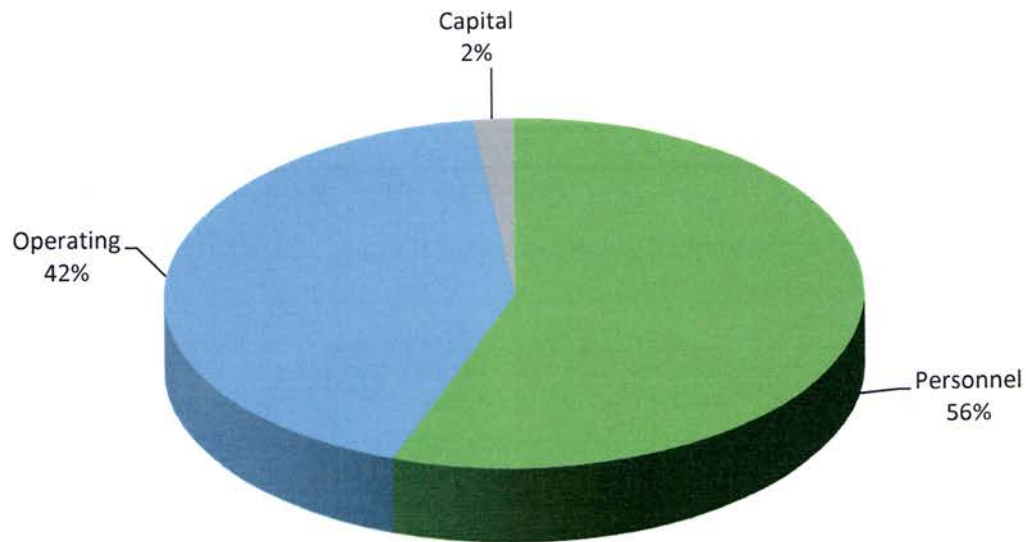
General Fund Budget



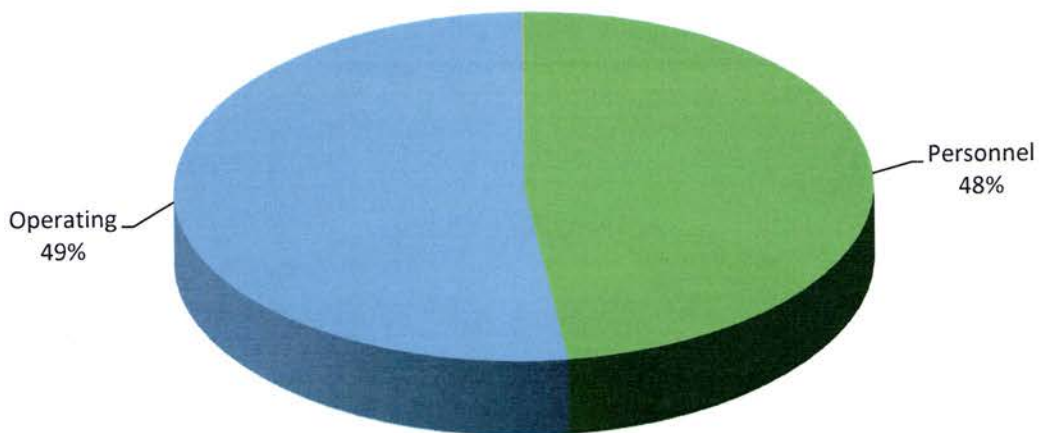
Financial Administration

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.



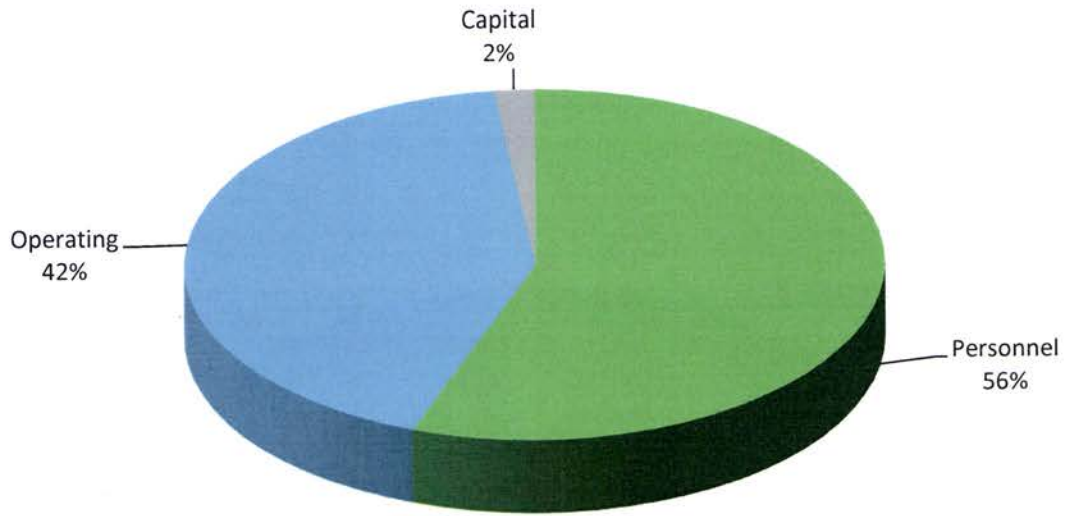
General Fund Budget



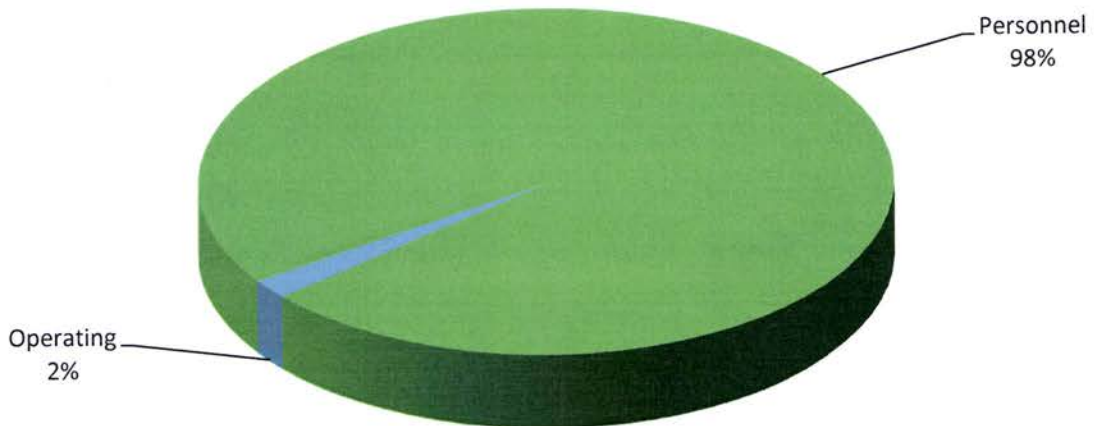
Judicial

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
LEGAL

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



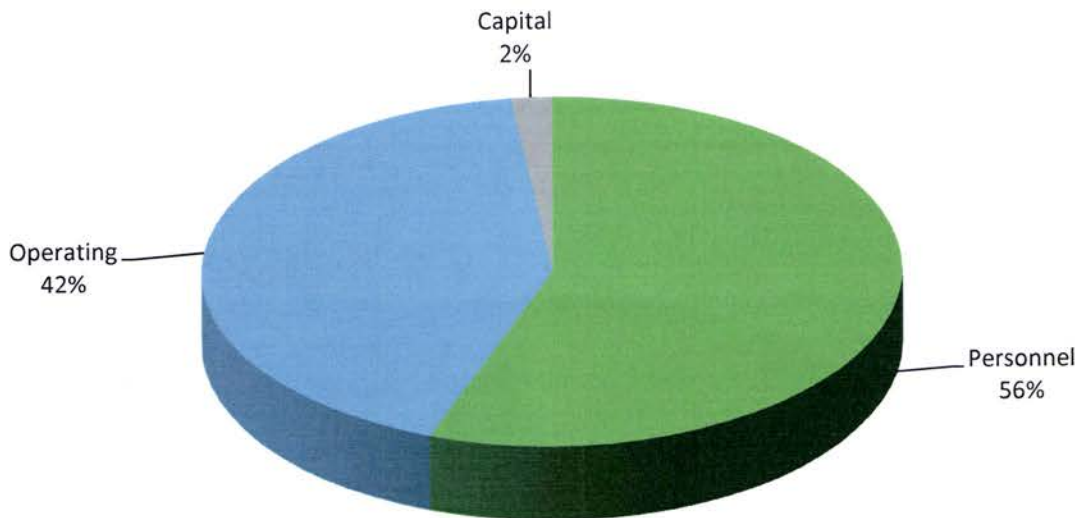
General Fund Budget



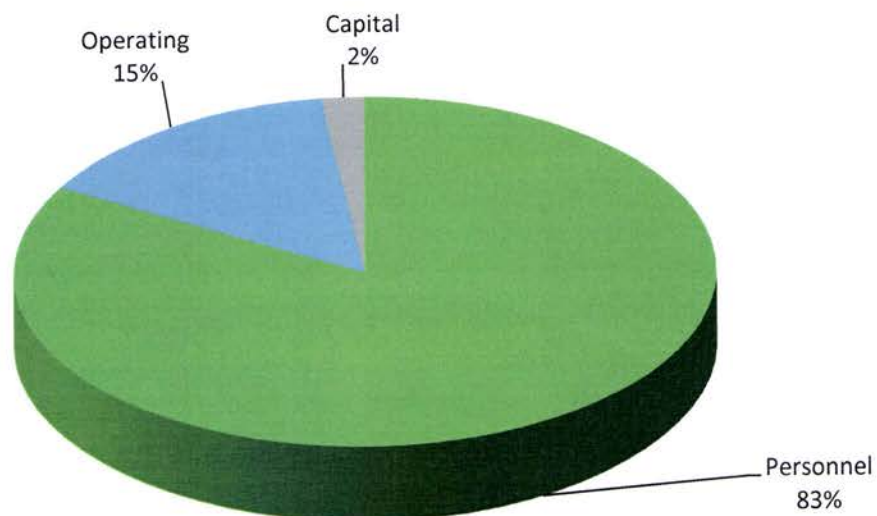
Legal

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 necessary to maintain the safety of the citizens of Lubbock County.



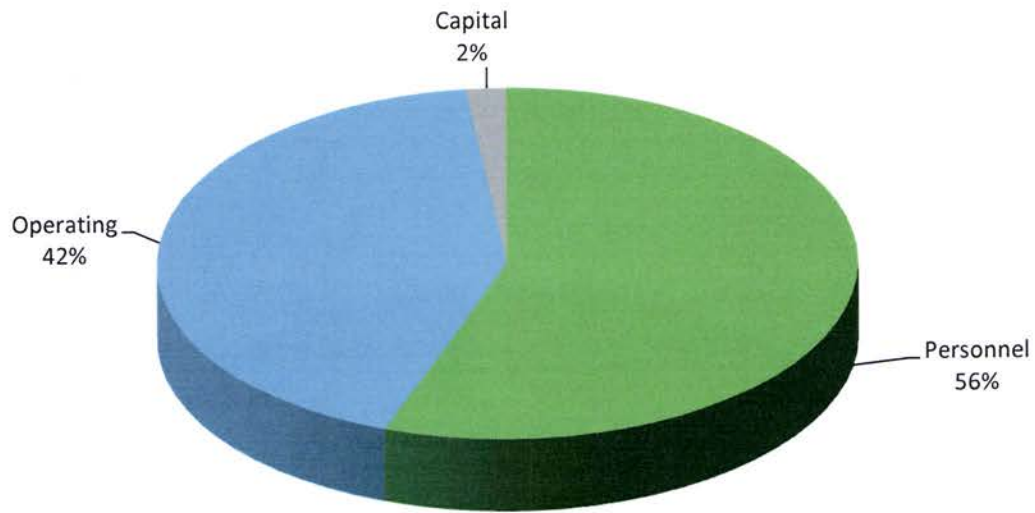
General Fund Budget



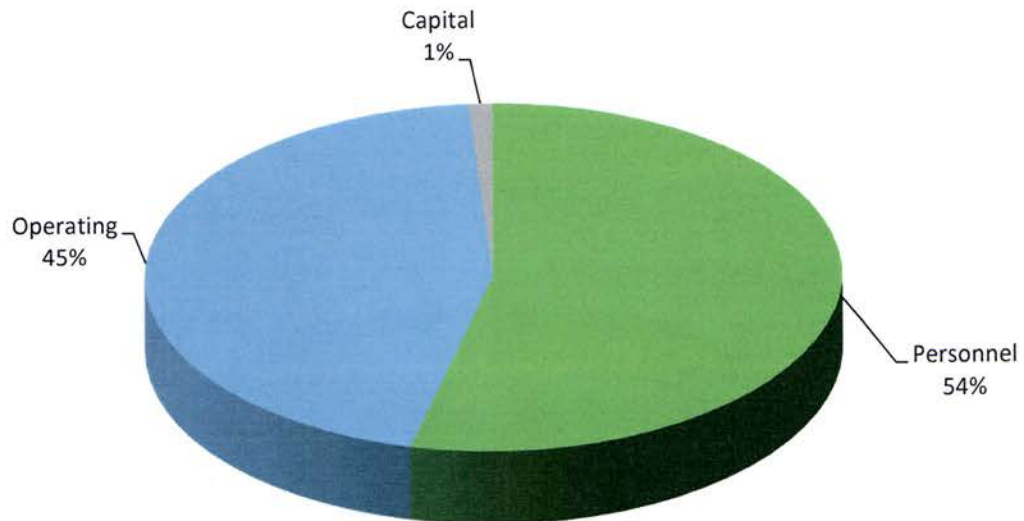
Public Safety

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.



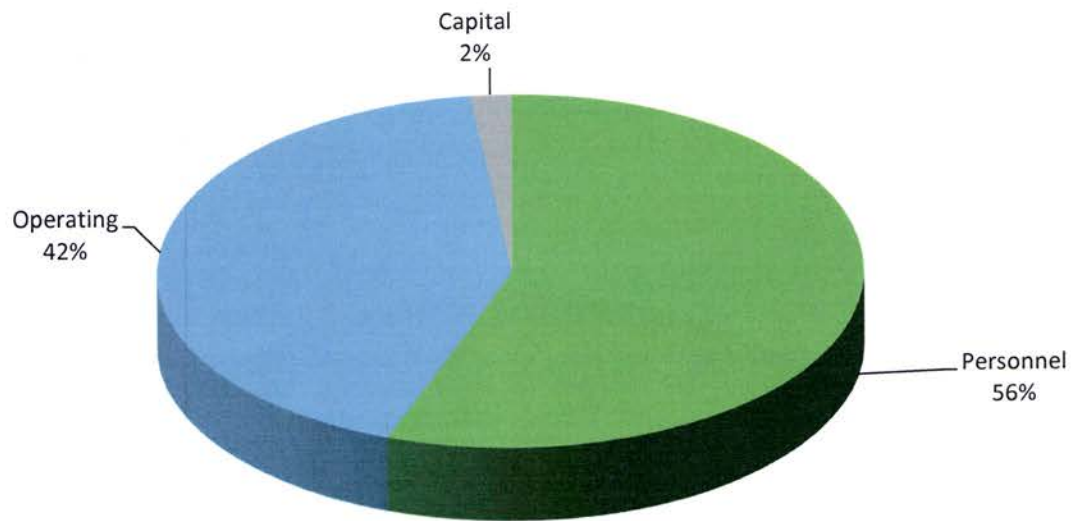
General Fund Budget



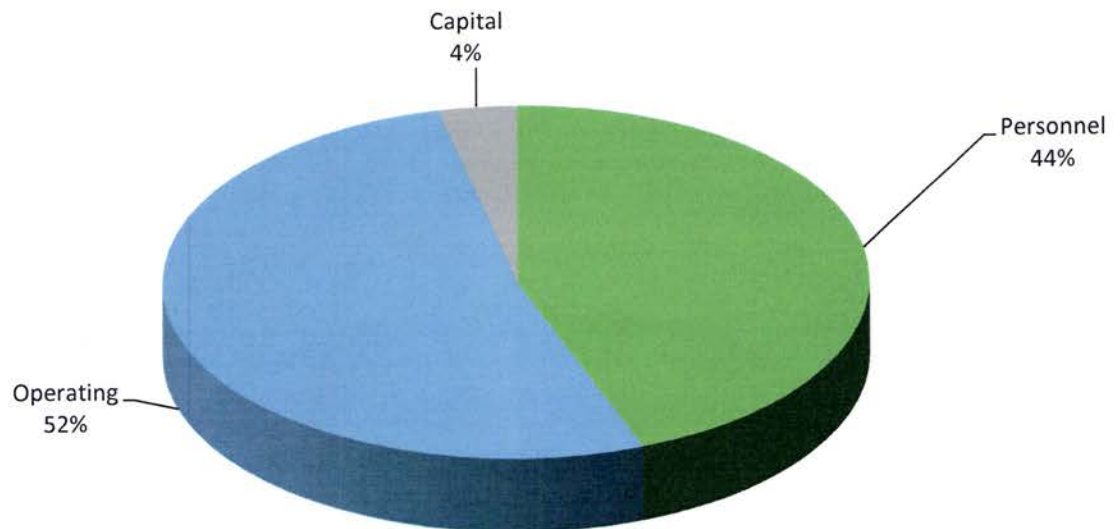
Public Facilities

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
HEALTH AND WELFARE

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



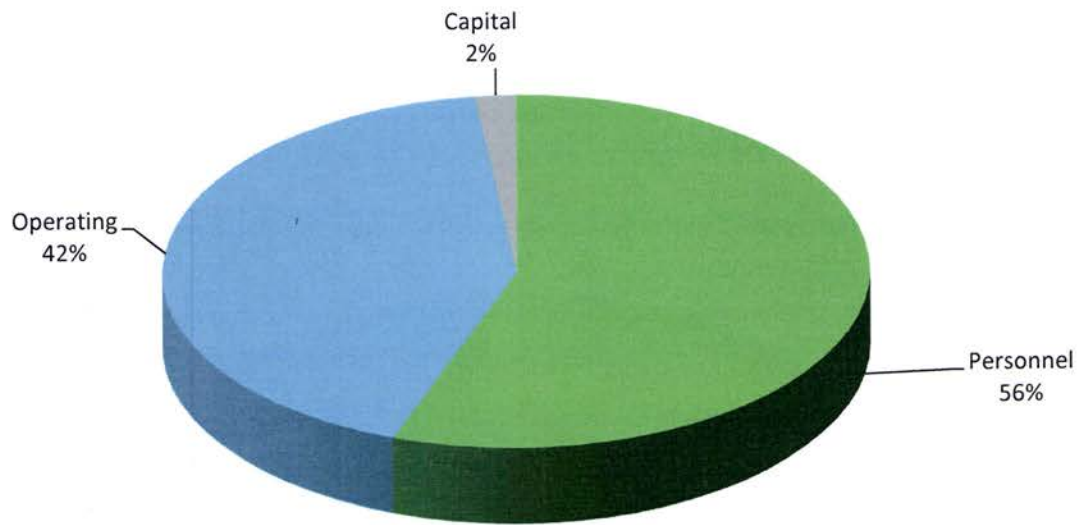
General Fund Budget



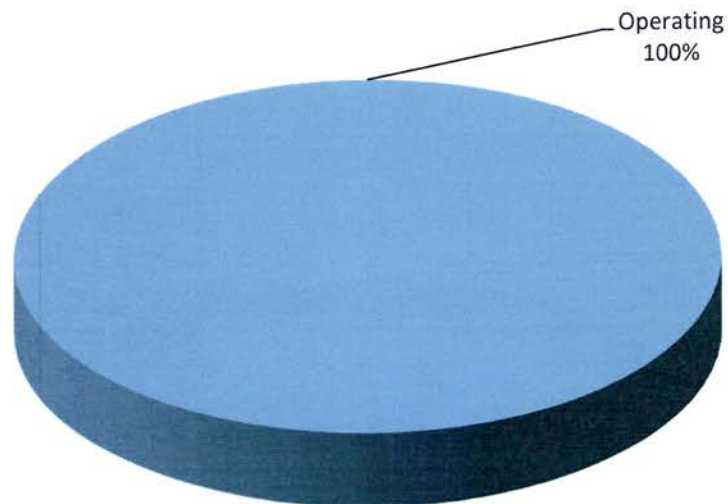
Health and Welfare

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
CULTURE AND RECREATION

Culture and Recreation function includes the Library Services Department.



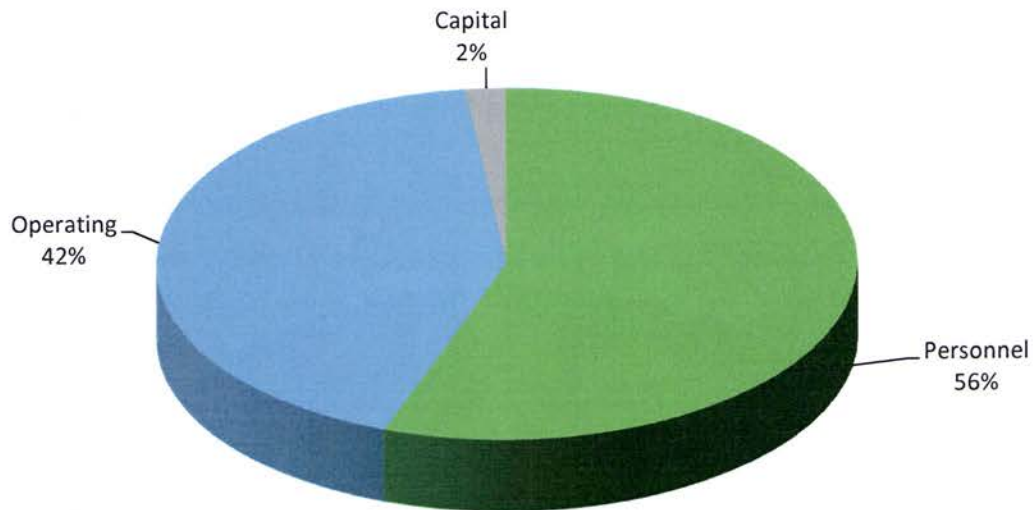
General Fund Budget



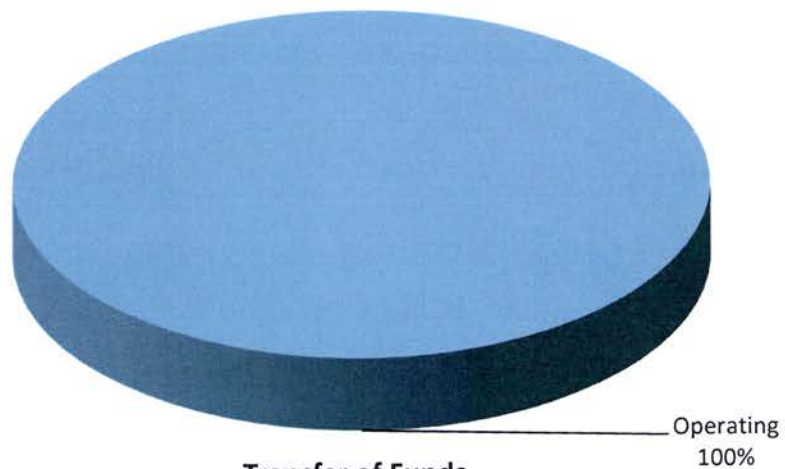
Culture and Recreation

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.



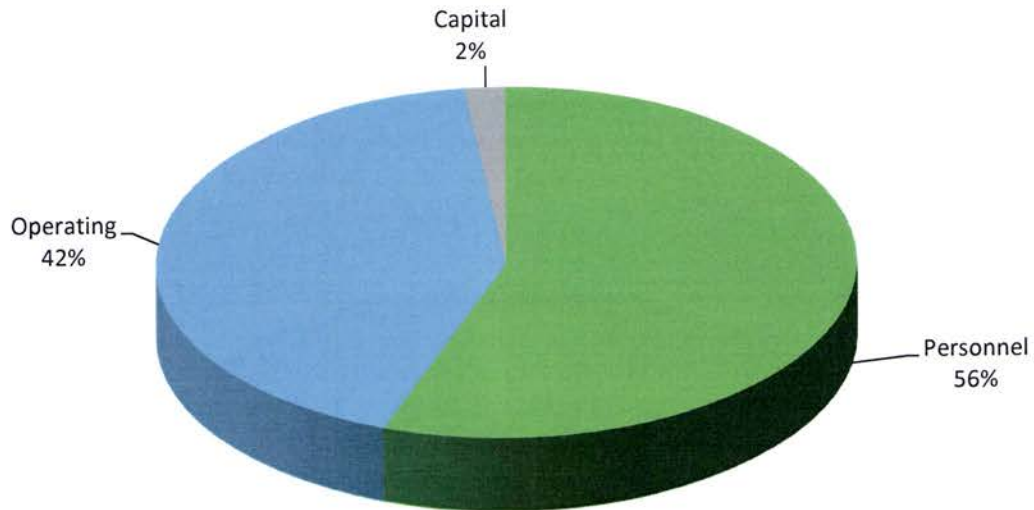
General Fund Budget



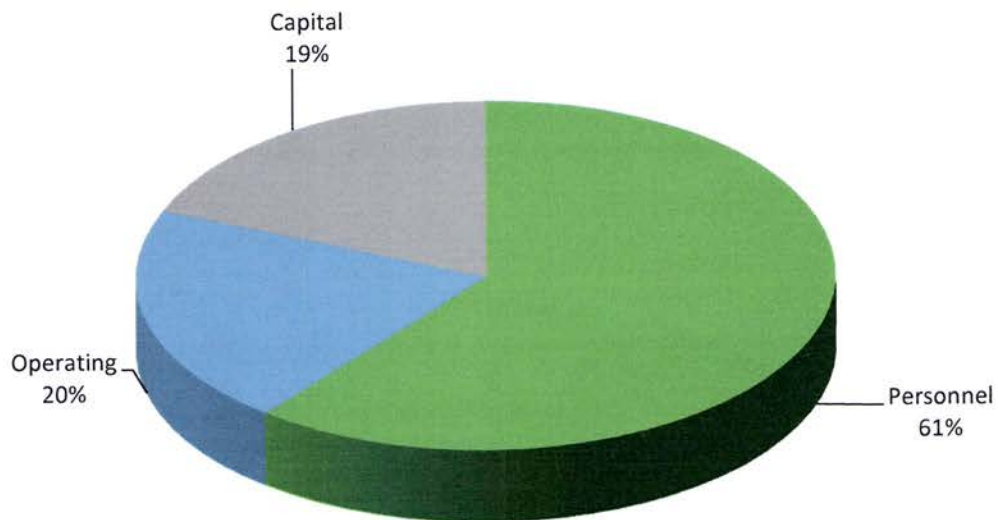
Transfer of Funds

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.



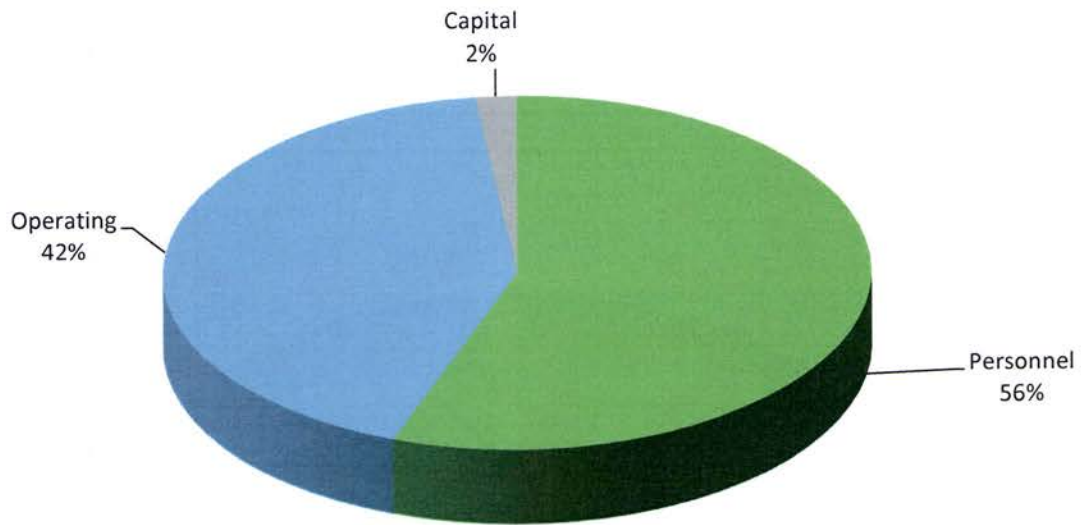
General Fund Budget



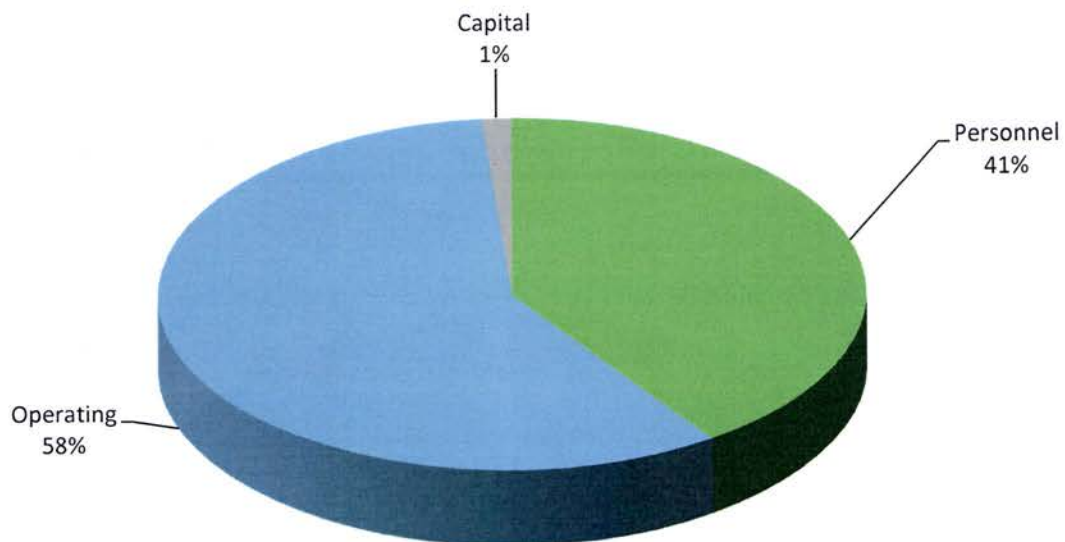
Public Works

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

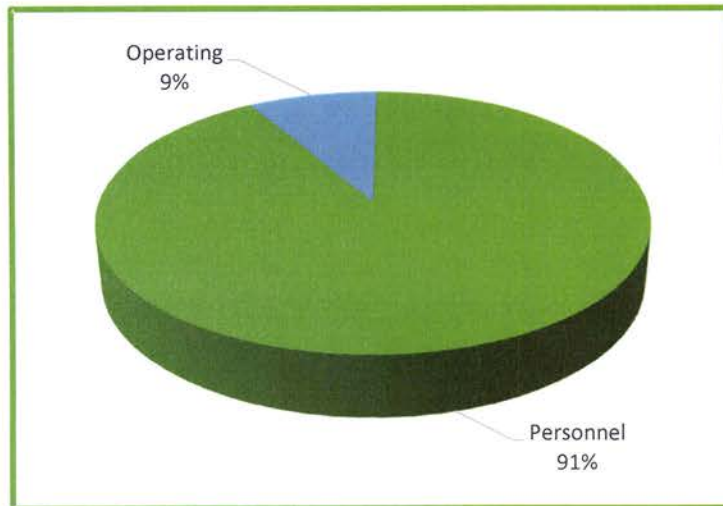


Miscellaneous

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 484,045.48	\$ 480,681.00	\$ 492,941.00
Operating	\$ 30,864.31	\$ 32,000.00	\$ 47,500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 514,909.79	\$ 512,681.00	\$ 540,441.00



Elected Officials

Commissioner - Precinct #1

Bill McCay

Commissioner - Precinct #2

Mark Heinrich

Commissioner - Precinct #3

Lorenzo "Bubba" Sedenio

Commissioner - Precinct #4

Patti Jones



Major Accomplishments in 2016:

- * Implemented the Commissioners' Court Livestream on the Lubbock County Website.
- * Instrumental in the Lubbock County Phone System conversion with testing the system and recording the directory in English and Spanish.

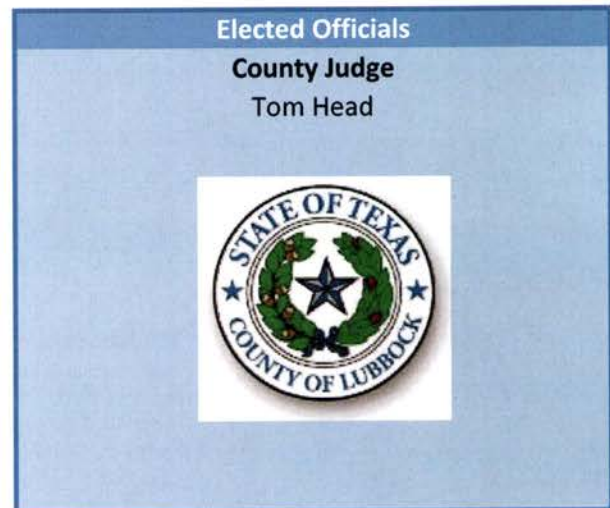
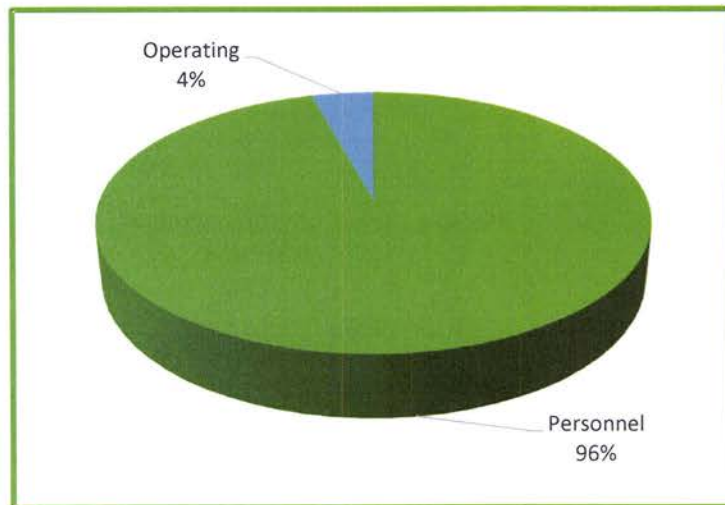
Goals for 2017:

- * Continued effort to coordinate the Lubbock County High Noon Series for the citizens of Lubbock County.
- * Promote community involvement and development activities.
- * Expand and implement retention procedures for the destruction of paper and electronic documents.

Performance Measures	FY 14	FY15	FY16
Number of Courts Held	24	24	24
Number of Additional Meetings Held	19	10	11
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	4	4	4
Professional	1	1	1

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 256,613.00	\$ 272,468.00	\$ 286,794.00
Operating	\$ 11,338.78	\$ 8,795.00	\$ 12,570.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 267,951.78	\$ 281,263.00	\$ 299,364.00



Major Accomplishments in 2016:

- * Implementation of a public phone in the courthouse using the new phone system.
- * Cross-training to improve the court's ability to serve the citizens even better.
- * Continued transparency of the County website with information on Probates, Guardianships, and Mental Health.
- * Trained our employees efficiently and economically when new legislation was introduced, amended or mandated.
- * Instrumental in appointing the Lubbock County Unified Truancy Committee that is developing a uniform plan for processing truancy referrals to the Courts and preventative attendance measures within the respective school districts.
- * Adopted the State's procedure on appointing Guardian Ad litem and Attorney Ad litem with those that are certified only.
- * Implementation of technology into its operations as it becomes feasible and applicable such as expanding court services via an e-government environment.
- * Instrumental in emergency preparedness and continue to support and help coordinate preparation plans for Lubbock County Citizens.

Goals for 2017:

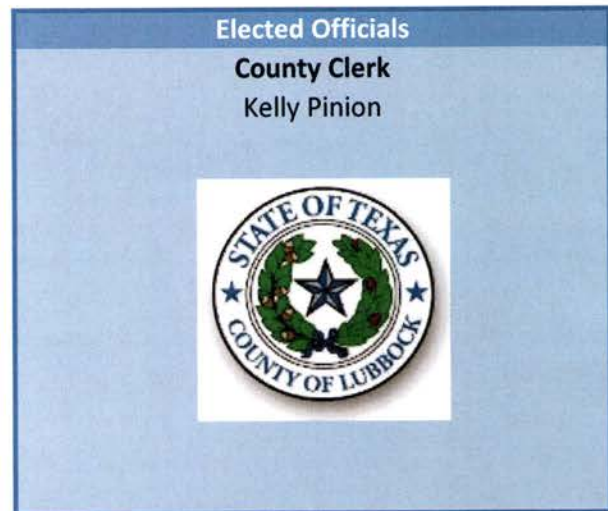
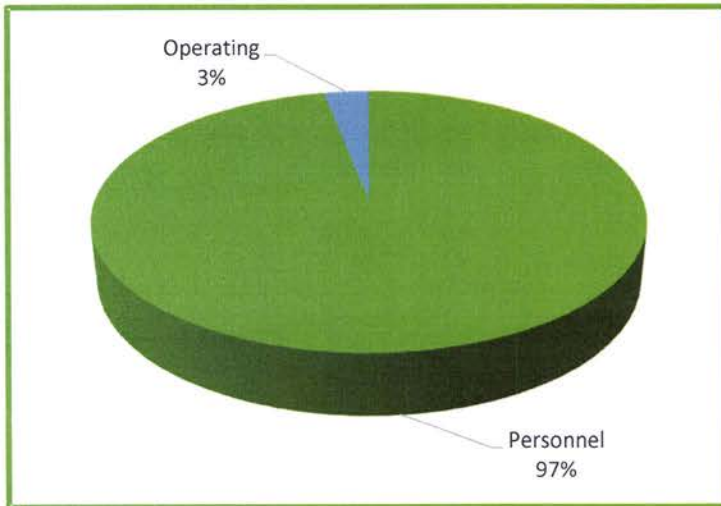
- * Look into software to help with Guardianship deadlines with the Court.
- * Move Mental Health cases efficiently through the Lubbock County Justice System with the intention of helping the client with long-term Mental Health needs.
- * To protect individual rights and provide justice to all citizens, particularly the mentally ill, incapacitated persons and the heirs/devisees of deceased persons.
- * Expand the Mental Health Court to include more defendants identified with mental health issues and offer more clients long-term treatment and services.

Performance Measures	FY 14	FY15	FY16
Probate Cases Filed	745	862	820
Mental Health Cases Filed	587	515	276
Guardianship Cases Filed	95	133	105
Hearings Filed	790	N/A	703
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Clerical	2	2	2

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 1,083,024.22	\$ 1,252,508.00	\$ 1,284,111.00
Operating	\$ 42,202.16	\$ 42,520.00	\$ 40,509.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,125,226.38	\$ 1,295,028.00	\$ 1,324,620.00



Major Accomplishments in 2016:

- * Increased online access through digitalization & records preservation projects.
- * Implemented a new Property Records Management & Vitals filing and recording system.
- * Implemented e-recording for property recordings.

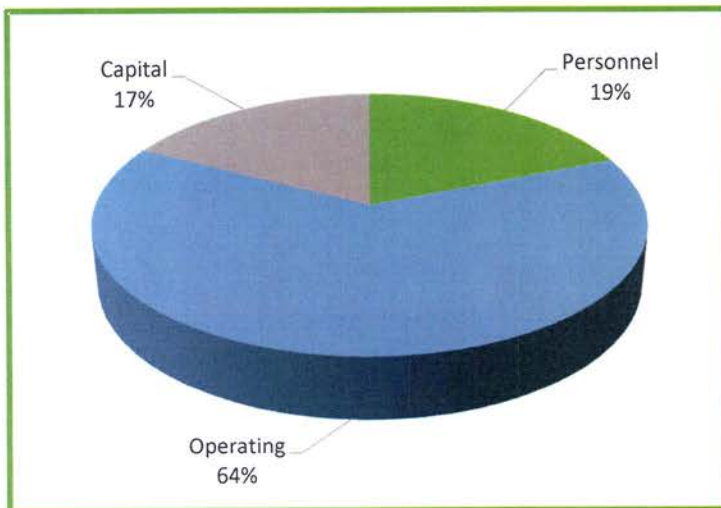
Goals for 2017:

- * Update fees or procedures as needed to comply with new legislative session.
- * Implement a credit card payment system on the county website.
- * Continue to provide excellent customer service.

Performance Measures	FY 14	FY15	FY16
Criminal Cases Filed	4,324	4,249	3,396
Civil Cases Filed	1,049	964	940
Formal Marriage License Filed	1,831	1,189	1,935
Informal Marriage License Filed	117	128	115
Probate Cases	745	862	820
Guardianship Cases Filed	N/A	133	105
Mental Cases Filed	N/A	535	346
OPR Documents Recorded	N/A	46,529	55,611
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Administrative	1	1	1
Clerical	20 79	20	20

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 1,012,639.56	\$ 1,079,325.00	\$ 1,121,422.00
Operating	\$ 2,821,941.07	\$ 3,342,881.00	\$ 3,725,830.00
Capital	\$ 1,756,853.07	\$ 994,367.00	\$ 1,016,216.00
Total Budget	\$ 5,591,433.70	\$ 5,416,573.00	\$ 5,863,468.00



Department Head
Director
Mark Johnston

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" inscribed around the perimeter.

Major Accomplishments in 2016:

- * Expanded backend server infrastructure utilizing blade chassis architecture.
- * Implemented: off-site archival of backup tapes; Wireless LAN Controller upgrade for new access points; hybrid flash storage; multiple layers of network and workstation protection.
- * Continued implementation of VOIP infrastructure and began phase 2 of phone replacement (IVR Systems).
- * Upgraded County domain from 2008 to latest addition Windows 2012.
- * Upgraded the County's internet in order to increase speed from 50Mb to 100Mb.
- * Upgraded datacenter backend infrastructure (SAN fabric switches 1Gb to 10Gb).
- * Converted LSO's in-car video from VidTac to WatchGuard and implemented body cameras.
- * Conducted penetration test to protect LCIT and Lubbock County assets.
- * Implemented SwagIt for recording and broadcasting of Commissioners' Court meetings.

Goals for 2017:

- * Upgrade VMWare environment to 6.2.
- * Implement VMWare SRM (Site Recovery Manager).
- * Migrate workstations to Windows 10 environment.
- * Upgrade email server to Exchange 2016.
- * Convert backup strategy from magnetic tape to off-site SAN storage.
- * Implement phase 3 of phone replacement; removal of remaining outdated phone equipment.
- * Implement Flash storage for use in Virtual Desktop Infrastructure (VDI).
- * Implement pilot program to convert traditional desktop workstations to a thin-client based environment.

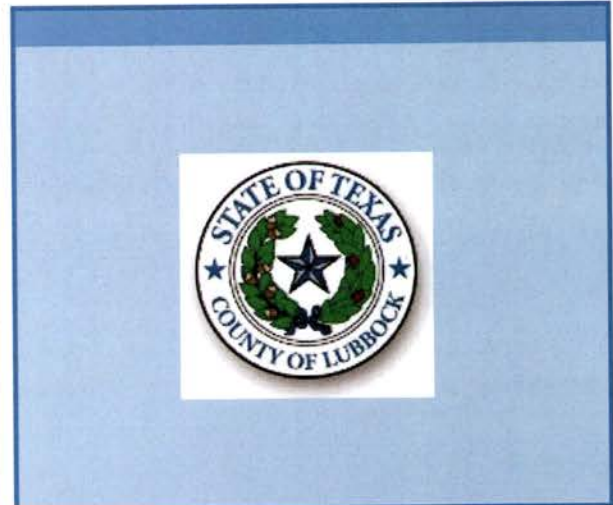
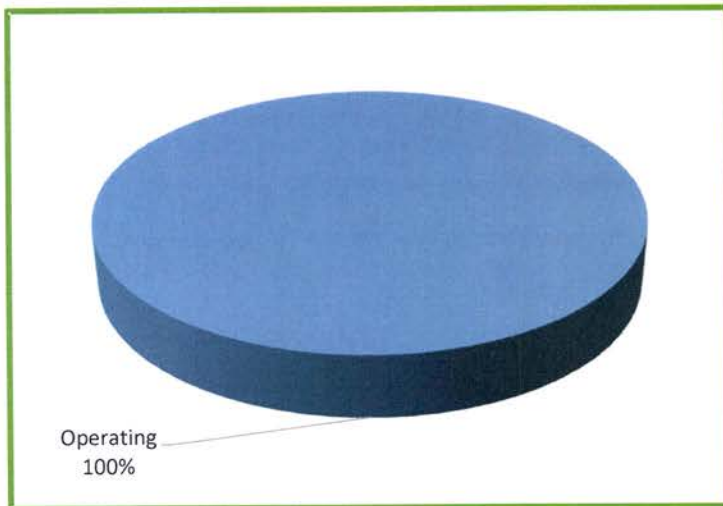
Goals for 2017 continued:

- * Upgrade the County's internet in order to increase speed from 100Mb to 1Gb.
- * Establish dedicated wireless internet access for county employees.
- * Implement Apple device support.
- * Begin phase 1 of core switching infrastructure upgrade (replace multiple 6509s).
- * Separate SAN traffic from core network traffic via next generation core switches.
- * Upgrade current firewalls to next generation firewall technology.
- * Expand logging/monitoring with Splunk application to better manage county network.
- * Upgrade all networking equipment in the LSO's M.O.V.

Performance Measures	FY 14	FY15	FY16
Work Orders Completed	7,109	6,678	7,289
Staff by Classification	FY 15	FY 16	FY 17
Trades and Technical	13	13	13
Clerical	2	2	2

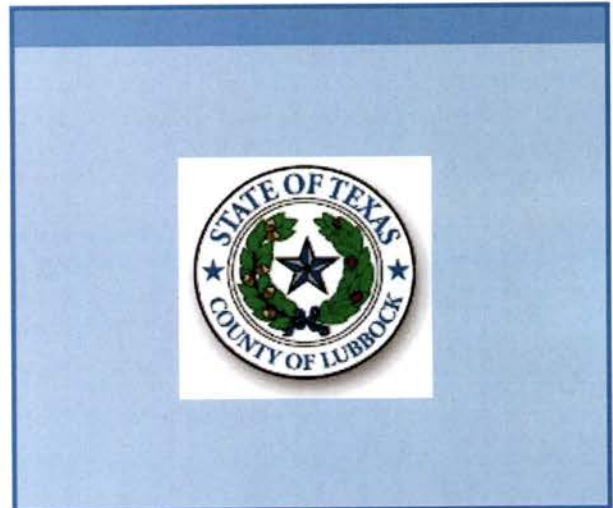
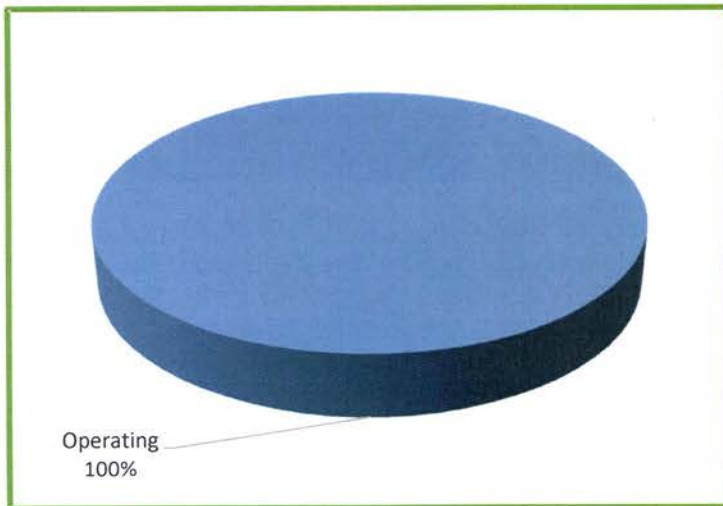
Self Insurance Claims serves as a mechanism to budget for large deductibles for umbrella insurance coverage due to a catastrophic event

Adopted Budget for the Fiscal Year 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 5,000.00	\$ 230,000.00	\$ 230,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 5,000.00	\$ 230,000.00	\$ 230,000.00



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.

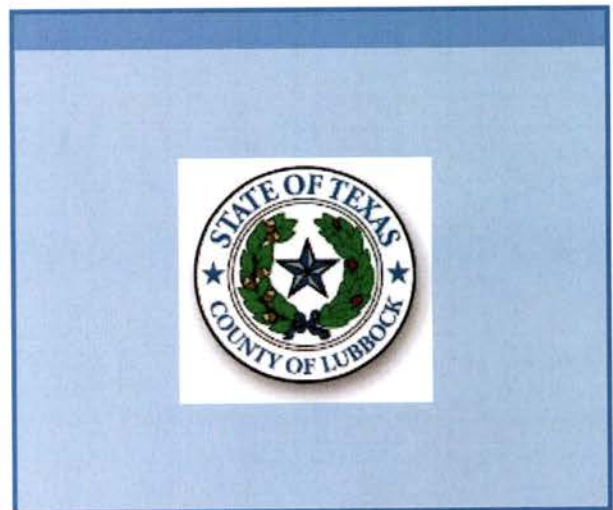
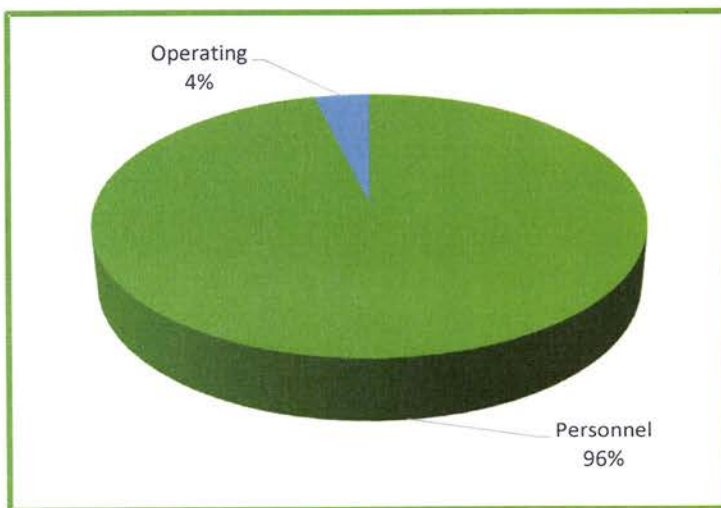
Adopted Budget for the Fiscal Year 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 1,910,089.08	\$ 4,408,322.00	\$ 4,548,730.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,910,089.08	\$ 4,408,322.00	\$ 4,548,730.00



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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 101,143.57	\$ 135,149.00	\$ 134,676.00
Operating	\$ 2,278.39	\$ 11,600.00	\$ 5,200.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 103,421.96	\$ 146,749.00	\$ 139,876.00



Major Accomplishments in 2016:

- * Implementation of a shared drive for ease of sharing information and cross training.
- * Expanded training of *Tyler IS vX* software for use of financial information.
- * Expanded retention procedures and training for paper and electronic documents.
- * Improved records management with document scanning and destruction.

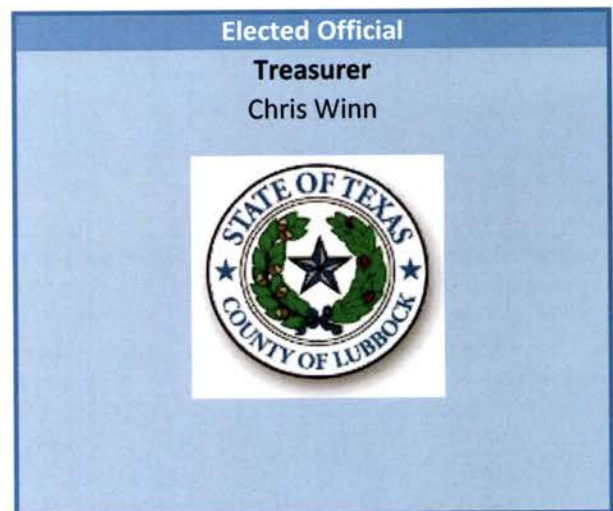
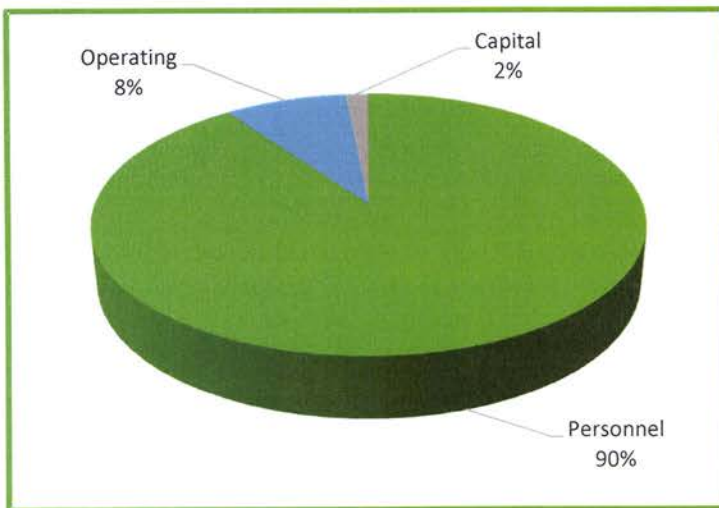
Goals for 2017:

- * Continue cross-training for all staff.
- * Promote Lubbock County with more community involvement.
- * Improve existing lost and found policy.

Staff by Classification	FY 15	FY 16	FY 17
Administration	1	1	1
Clerical	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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 223,646.49	\$ 249,828.00	\$ 300,358.00
Operating	\$ 5,339.06	\$ 15,250.00	\$ 27,715.00
Capital	\$ -	\$ -	\$ 5,000.00
Total Budget	\$ 228,985.55	\$ 265,078.00	\$ 333,073.00



Major Accomplishments in 2016:

- * The office underwent significant restructuring with a new Treasurer and two new employees who are eager to learn and passionate about the success of the office.
- * The office has significantly improved its working relationship with the Auditor's Office.
- * Began utilizing the Remote Deposit feature offered by CityBank. This has enabled our check deposits to be submitted much more timely and efficiently. It has also shortened the length of time our deposit takes in the morning.

Goals for 2017:

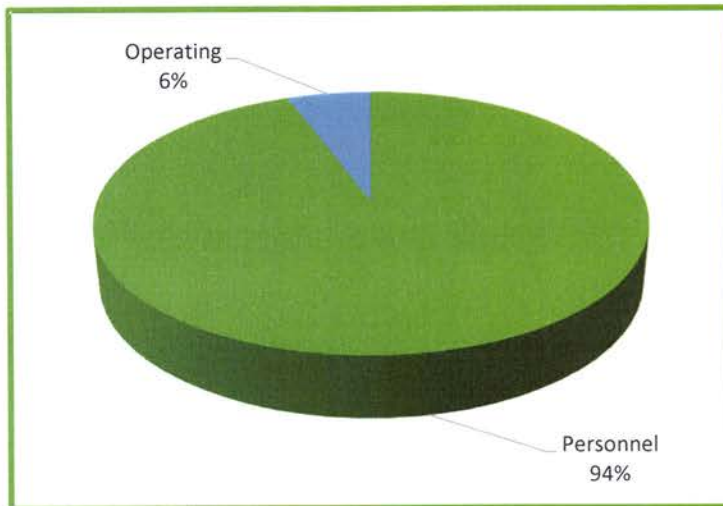
- * Continue training our new employees so that they may be able to strictly adhere to accurate policies and procedures.
- * Review past policies and procedures for discrepancies and compile a complete and updated manual for efficient office operations.
- * Research and reduce previous balances on outstanding liabilities for Cash Bond and Bail Bond Special accounts.
- * Reduce discrepancies so that the Auditor's Office may have an accurate account of transactions that come through the Treasurer's Office.
- * Utilize seasonal or temporary staff to increase productivity of our office's main staff members, specifically during quarterly.

Performance Measures	FY 14	FY15	FY16
Cash Receipts Processed	5,524	5,283	5,871
Jury Checks Issued	2,375	3,618	3,743
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Administrative	N/A	N/A	1
Clerical	3	3	2
Part-Time	3	3	1

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 1,593,168.66	\$ 1,666,883.00	\$ 1,686,722.00
Operating	\$ 47,812.75	\$ 75,963.00	\$ 102,118.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,640,981.41	\$ 1,742,846.00	\$ 1,788,840.00



Elected Official

Tax Assessor

Ronnie Keister



Major Accomplishments in 2016:

- * Successfully trained and implemented 27 licensed dealers into the WebDealer program.
- * Implemented several new work processes dictated by the Texas Department of Motor Vehicles (Two Steps, One Sticker phase 1 and phase 2, Registration and Title Refactoring, COGNOS Reporting).
- * Successfully trained and authorized Texas Tech Fleet Services and City of Lubbock Fleet Services the use of WebAgent for the issuance of motor vehicle registration stickers.
- * Continued the ability to provide 1 day service to the dealer community despite the increase in the numbers of title and registrations being processed.

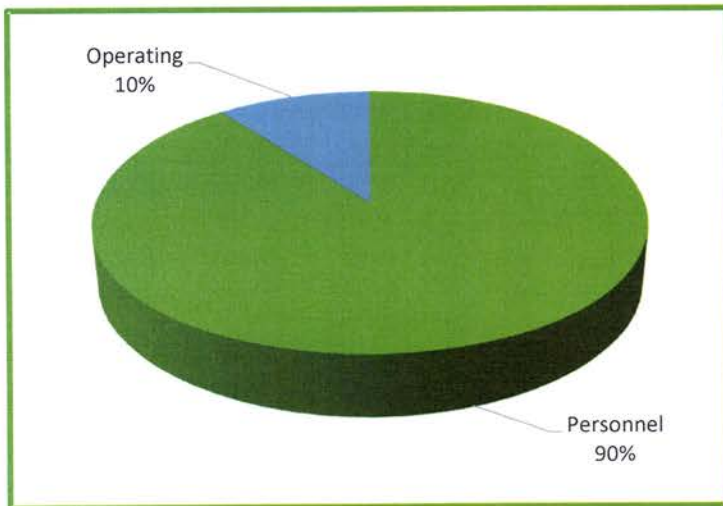
Goals for 2017:

- * Continue to search for another tax office location so as to provide service to the ever growing numbers of Lubbock County residents.
- * Continue to train and implement WebDealer to other dealers in the Lubbock dealer community.
- * Implement the many new systems planned by the Texas Department of Motor Vehicles for this year.

Performance Measures	FY 14	FY15	FY16
Automobile Registrations	241,997	244,063	200,500
Titles Transferred	80,261	72,191	60,492
Beer and Liquor Permits	201	195	254
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Administrative	1	2	2
Clerical	28	29	29
Part-Time	0 87	0	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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 342,936.00	\$ 342,022.00	\$ 350,985.00
Operating	\$ 30,783.29	\$ 38,075.00	\$ 41,075.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 373,719.29	\$ 380,097.00	\$ 392,060.00



Department Head
Purchasing Director
Mande Reeves - Interim

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 2016:

- * Made modifications to the inventory program to comply with the Homeland Security Grant inventory requirements.
- * Sent Mande Reeves to Basic and Advanced Purchasing school.

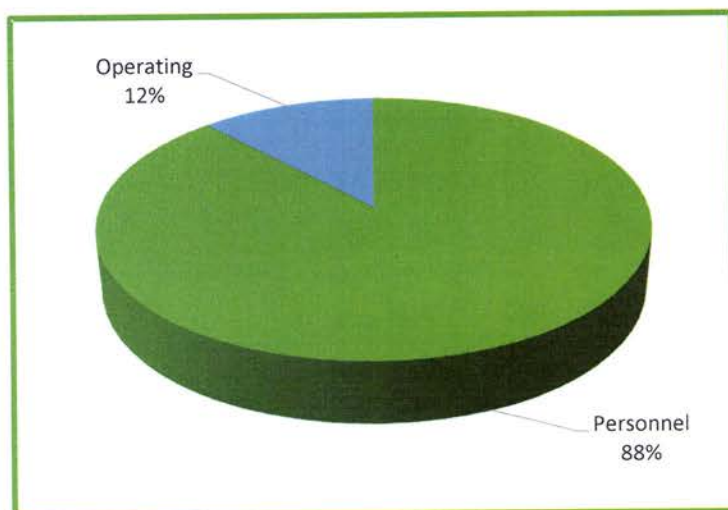
Goals for 2017:

- * Continue to find innovative ways to achieve department objectives without increasing staff.

Performance Measures	FY 14	FY15	FY16
Purchase Orders	2,309	2,270	2,125
Formal RFPs/Bids	14	12	19
Informal Bids/Quotes	141	163	65
New Contracts	74	48	75
Contract Renewals	130	137	156
Staff by Classification	FY 15	FY 16	FY 17
Administrative	1	1	1
Professional	1	1	2
Clerical	3	3	2

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 938,894.83	\$ 1,101,013.00	\$ 1,136,959.00
Operating	\$ 119,081.55	\$ 147,320.00	\$ 152,884.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,057,976.38	\$ 1,248,333.00	\$ 1,289,843.00



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

Major Accomplishments in 2016:

- * Received Government Finance Officers Association (GFOA) award for Distinguished Budget Presentation.
- * Received the Certificate of Achievement Award for Excellence in Financial Reporting presented by the GFOA.

Goals for 2017:

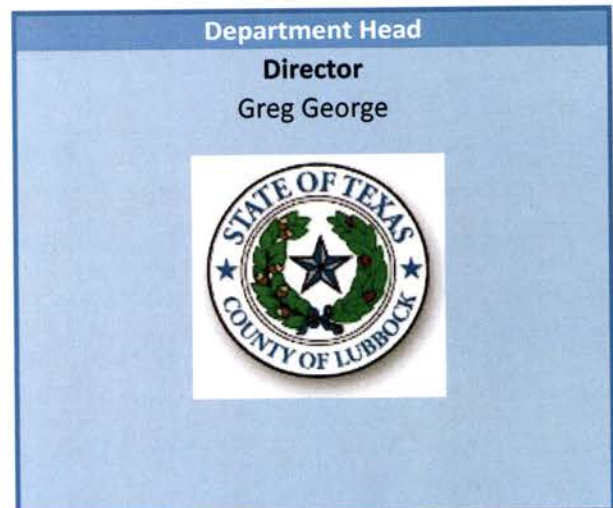
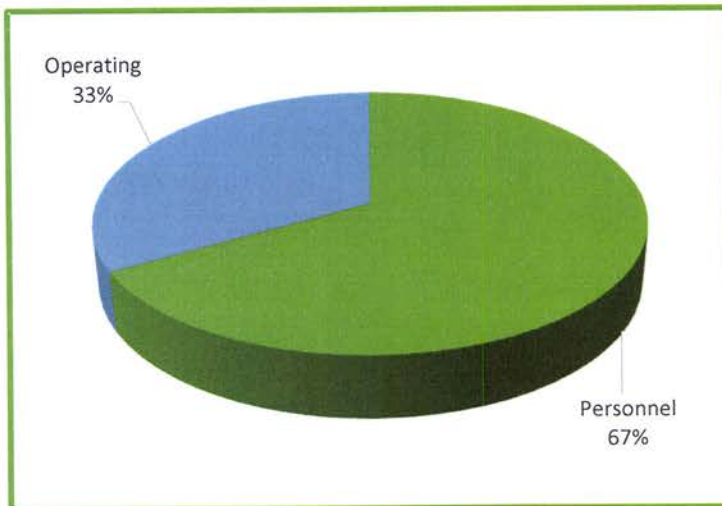
- * Maintain Distinguished Budget Presentation awarded by Government Finance Officers Association.
- * Maintain the Certificate of Achievement Award for Excellence in Financial Reporting awarded by GFOA.
- * Investigate a method for reporting suspected fraud or concerns.
- * Conduct records inventory of TCM documents to facilitate ease of record retrieval and retention.

Performance Measures	FY 14	FY15	FY16
Accounts Payable Payments Issued	8,450	8,497	8,769
Credit Card Transactions Processed	7,074	8,183	8,177
Payroll EFT/Checks Issued	32,423	32,161	32,766
Grants Processed	64	63	64
Bank Reconciliations Completed	790	845	756
Cash Counts Performed	286	291	289
Budget Adjustments Processed	177	182	207
Quarterly Reviews Performed	76	76	87
Audits Performed	5	1	7

Staff by Classification	FY 15	FY 16	FY 17
Appointed	1	1	1
Administrative	1	1	1
Professional	7	8	8
Clerical	5	4	4
Part-Time	1	1	1

The Human Resource 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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 391,916.08	\$ 435,715.00	\$ 464,682.00
Operating	\$ 139,202.35	\$ 209,165.00	\$ 229,990.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 531,118.43	\$ 644,880.00	\$ 694,672.00



Major Accomplishments in 2016:

- * Introduced Wellness program 3.0 with four pillars of wellness.
- * Implemented new Benefits Management System and met IRS reporting deadlines.
- * Updated HIPPA policy and training.
- * Began to re-design HR in-house training programs including new hire orientation.

Goals for 2017:

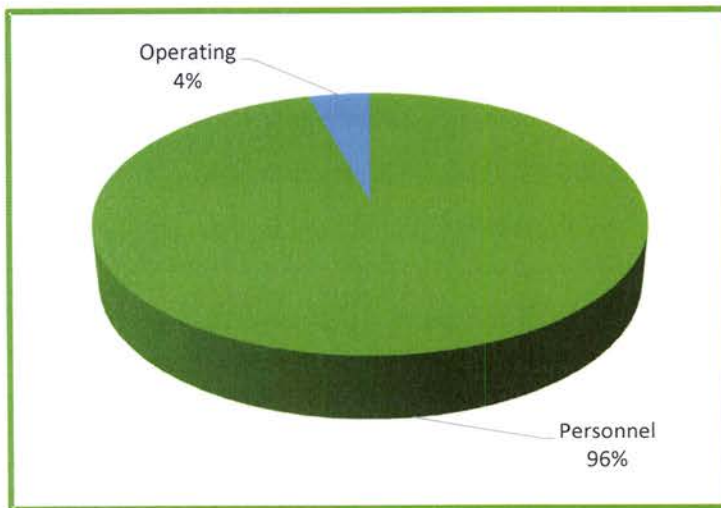
- * Create a certified network of providers to deliver quality care to employees injured on the job.
- * Improve employee engagement through onboarding, training and wellness.
- * Fully implement HR records management including protected health information.

Performance Measures	FY 14	FY15	FY16
Applications Accepted	3,192	5,335	6,787
New Hires Processed	226	221	256
Separations Processed	174	242	221
Staff by Classification	FY 15	FY 16	FY 17
Administrative	1	1	1
Professional	2	2	2
Clerical	1	1	1
Trades and Technical	1	1	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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 3,530,197.59	\$ 3,545,931.00	\$ 3,708,111.00
Operating	\$ 109,146.83	\$ 136,150.00	\$ 162,150.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 3,639,344.42	\$ 3,682,081.00	\$ 3,870,261.00



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 - Judy Parker

Major Accomplishments in 2016:

- * Court Administration, with the support of TIDC and Lubbock County, hired an Indigent Defense Coordinator to ensure only the indigent receive appointments.
- * Crystal Spradley graduated from the Institute of Court Management's Fellows Program. She completed a court improvement project focused on guardianships in Lubbock County.

Goals for 2017:

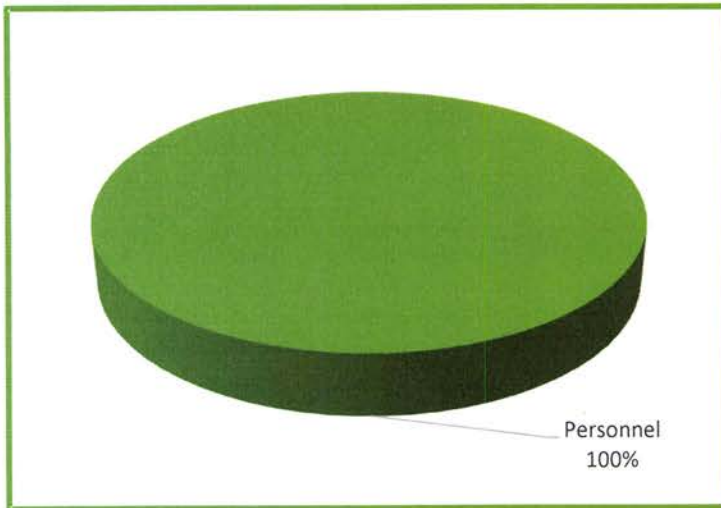
- * Court Administration, along with its justice partners, would like to complete the revision to the contract for the Managed Assigned Counsel program.
- * Court Administration would like to continue improving courtroom technology.
- * Court Administration would like to work with IT and KiCorp to improve case management software capabilities so that required reporting is easier to compile.

Performance Measures	FY 14	FY15	FY16
Criminal Cases Disposed	9,175	9,923	9,631
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	9	9	9
Appointed	24	24	24
Administrative	1	1	1
Professional	1	1	1
Clerical	5	6	6
Part-Time	1 92	1	1

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 24,695.33	\$ 24,564.00	\$ 24,563.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 24,695.33	\$ 24,564.00	\$ 24,563.00



Court of Appeals Justices

Chief Justice Seventh Court of Appeals Place 1

Brian P. Quinn

Justice Seventh Court of Appeals Place 2

Mackey K. Hancock

Justice Seventh Court of Appeals Place 3

Patrick A. Pirtle

Justice Seventh Court of Appeals Place 4

James T. Campbell



Staff by Classification
Elected Official

FY 15

4

FY 16

4

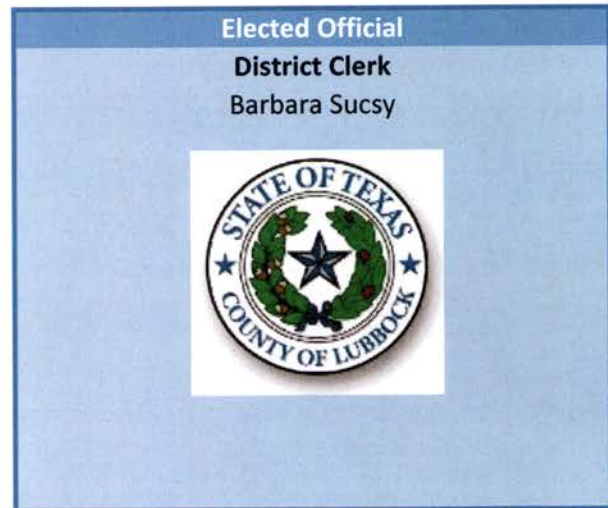
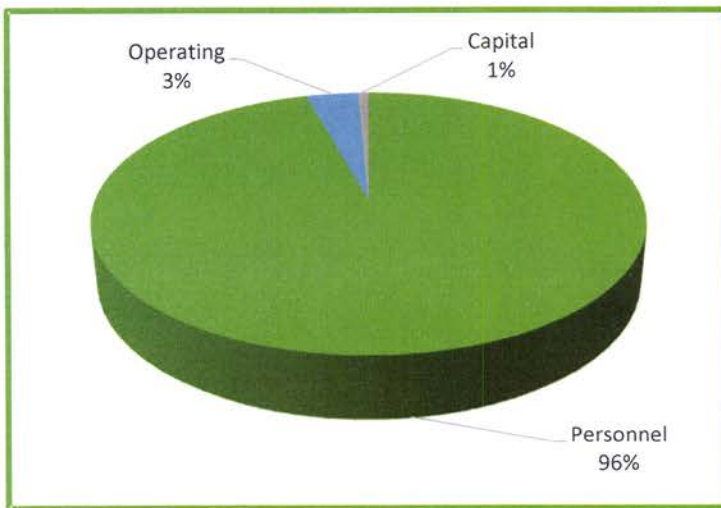
FY 17

4

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 1,565,611.87	\$ 1,610,910.00	\$ 1,650,731.00
Operating	\$ 37,208.71	\$ 61,773.00	\$ 61,004.00
Capital	\$ -	\$ -	\$ 12,000.00
Total Budget	\$ 1,602,820.58	\$ 1,672,683.00	\$ 1,723,735.00



Major Accomplishments in 2016:

- * Completed the records viewing room to allow public access to records online.
- * Collected court costs and fines through the Texas Department of Criminal Justice.
- * Completed full integration of mandatory e-filing in April 2016.
- * Improved online reporting for jury duty as comments or suggestions were received.

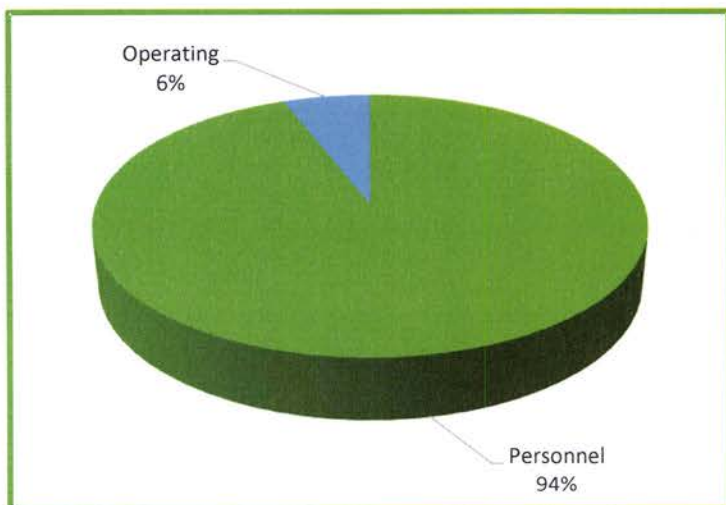
Goals for 2017:

- * Improve: reporting capabilities for jury efficiency studies; mandatory e-filing policies and procedures; and employee retention.
- * Continue to educate the legal community on e-filing policies and procedures as changes occur.
- * Complete record retention plan for magistrate clerk records.
- * Assist Court Reporters with the destruction of exhibits, notes and tapes as allowed by law and within the guidelines of the State Library.
- * Implement e-filing into criminal cases.


Performance Measures	FY 14	FY15	FY16
Civil Law Cases Filed	1,663	1,680	1,807
Family Law Cases Filed	3,419	2,549	2,830
Tax Law Cases Filed	483	261	128
Child Support Garnishments Filed	466	524	521
Juvenile Cases	296	295	331
Passports	1,143	958	1,081
Jury Summons	48,549	78,863	62,388
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Administrative	1	1	1
Clerical	28	28	28

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 297,012.44	\$ 368,890.00	\$ 387,933.00
Operating	\$ 23,678.80	\$ 21,950.00	\$ 24,625.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 320,691.24	\$ 390,840.00	\$ 412,558.00



Department Head
Judicial Compliance Director
Myron "Shan" Alexander



Major Accomplishments in 2016:

- * Added additional staff that has facilitated a smoother and more efficient agreement process.
- * Updated the Collections webpage on the Lubbock County website with a fillable application that offenders, attorneys, etc. may access in preparation for court.
- * Having additional staff has also enabled the office to actively pursue old or missing cases for compliance with court orders.

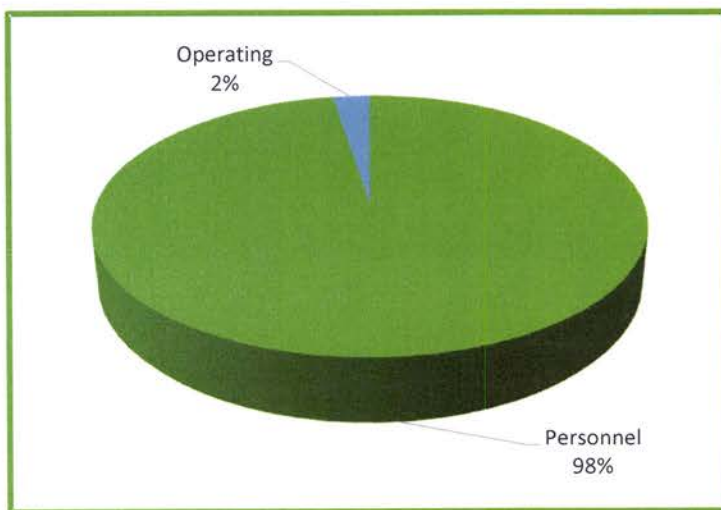
Goals for 2017:

- * Continue dialog with KiCorp/IT to continue enhancements of the collections program to further automate the system.
- * Continue review of policies and procedures ensuring continuity between court judgments and offender compliance.

Performance Measures	FY 14	FY15	FY16
Total Number of Cases	6,639	7,225	6,121
Total Dollars Collected	1,471,449	1,582,368	1,487,936
Staff by Classification	<u>FY 15</u>	<u>FY 16</u>	<u>FY 17</u>
Administrative	2	2	2
Clerical	4	4	4
Part Time	0	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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 282,769.14	\$ 303,267.00	\$ 311,117.00
Operating	\$ 2,839.23	\$ 7,950.00	\$ 7,950.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 285,608.37	\$ 311,217.00	\$ 319,067.00



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 2016:

- * Worked with surrounding counties to develop a comprehensive truancy plan.
- * Re-developed the Warrants System to ensure compliance with all State and Federal laws.
- * Worked with CDA Civil to develop and enhance the new law allowing J.P.'s to conduct Occupational Drivers License hearings.

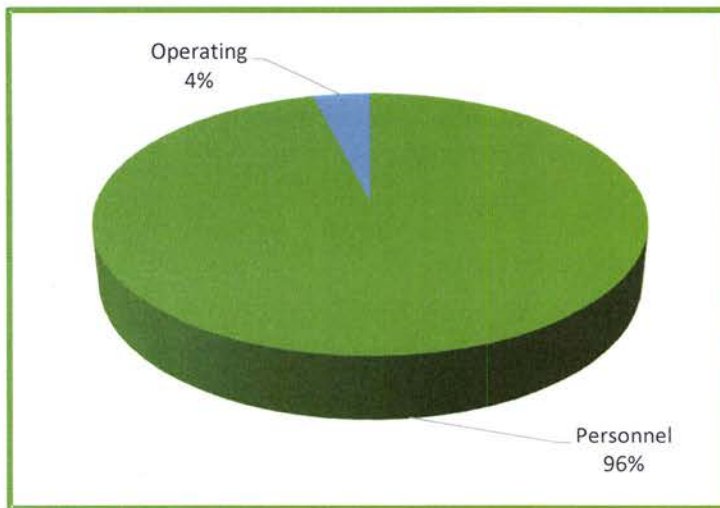
Goals for 2017:

- * Continue to work with the legislature to abolish or enhance the state surcharge system.
- * Continue educating attorneys on the new rules of civil procedure for Justice Court.
- * Enhance computer protocols to be in compliance with all reporting and fee code requirements.

Performance Measures	FY 14	FY15	FY16
Civil Cases Filed	1,317	1,257	1,262
Criminal Cases Filed	3,144	3,037	2,277
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Clerical	3	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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 235,305.89	\$ 263,466.00	\$ 270,336.00
Operating	\$ 4,547.34	\$ 11,015.00	\$ 11,015.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 239,853.23	\$ 274,481.00	\$ 281,351.00



Elected Official
Justice of the Peace Precinct #2
Jim Dulin

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 2016:

- * Judge Dulin received the Judge of the Year award from the West Texas Justice of the Peace Association for 2015-2016.
- * Judge Dulin is serving his 5th term as Justice of the Peace Precinct 2.
- * Precinct 2 clerk received a nomination for Clerk of the Year by the WTJPCA.
- * Judge Dulin helped host the WTJPCA Annual Conference held in Lubbock.
- * Office participated in required educational, legislative update and association training classes.

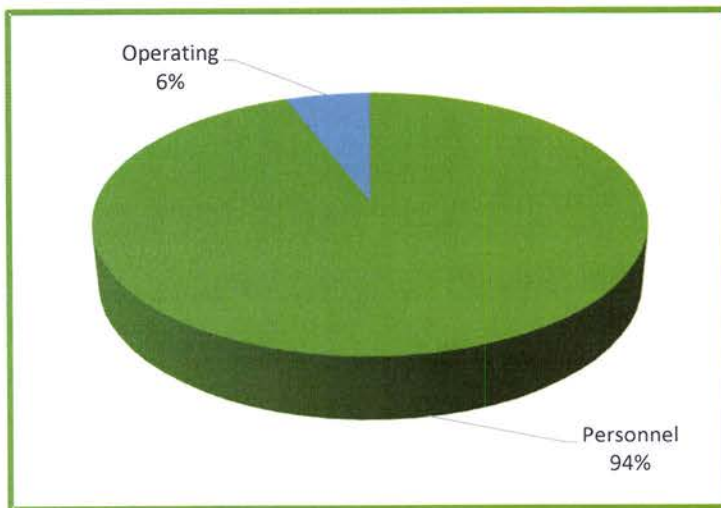
Goals for 2017:

- * Constantly improve and maintain the fairness and integrity of justice provided by the Court.
- * Court clerks will continue to meet the needs of citizens with professional, courteous, and quality service.
- * Clerks will be cross trained improving the court's ability to serve citizens even in the absence of one clerk.
- * Utilize more technology to improve service to the public.
- * Shorten the disposition time for civil cases brought to court.

Performance Measures	FY 14	FY15	FY16
Civil Cases Filed	1,129	1,142	1,154
Criminal Cases Filed	2,266	2,136	2,224
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Clerical	3	4	3
Part-Time	1 98	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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 245,637.78	\$ 276,601.00	\$ 281,322.00
Operating	\$ 13,020.06	\$ 23,485.00	\$ 17,232.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 258,657.84	\$ 300,086.00	\$ 298,554.00



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

Major Accomplishments in 2016:

- * Fair and impartial administration of justice met for 2015-2016.
- * Collected, receipted, and reported fines and fees to Auditor and appropriate state agency.
- * Safety environment for staff and public met for 2015-2016.

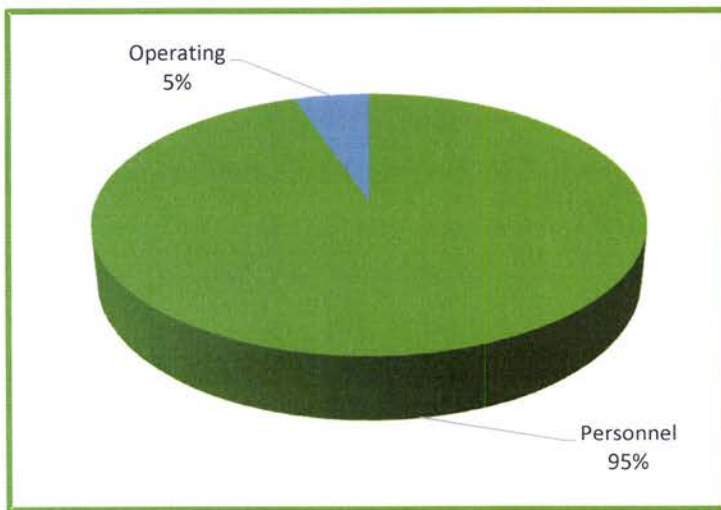
Goals for 2017:

- * Fair and impartial administration of justice.
- * Implementation of new mandated Truancy Court procedures.
- * Continue to collect, receipt and report fines and fees.
- * Continue to provide a safe environment for staff and public.

Performance Measures	FY 14	FY15	FY16
Civil Cases Filed	1,092	1,717	1,256
Criminal Cases Filed	976	1,813	1,777
Staff by Classification	FY 15	FY 16	FY 17
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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 299,941.16	\$ 298,195.00	\$ 316,600.00
Operating	\$ 11,356.53	\$ 15,310.00	\$ 16,955.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 311,297.69	\$ 313,505.00	\$ 333,555.00



Elected Official
Justice of the Peace Precinct #4
Ann-Marie Carruth

Major Accomplishments in 2016:

- * Successfully implemented a criminal pre-plea program to reduce the number of repeat offenders.
- * Improved the process of handling criminal dockets which allowed office to move cases faster.
- * Continued docket efficiency to ensure no backlog.

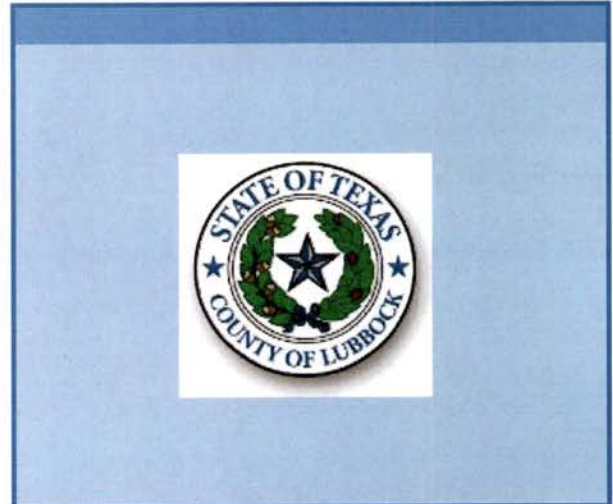
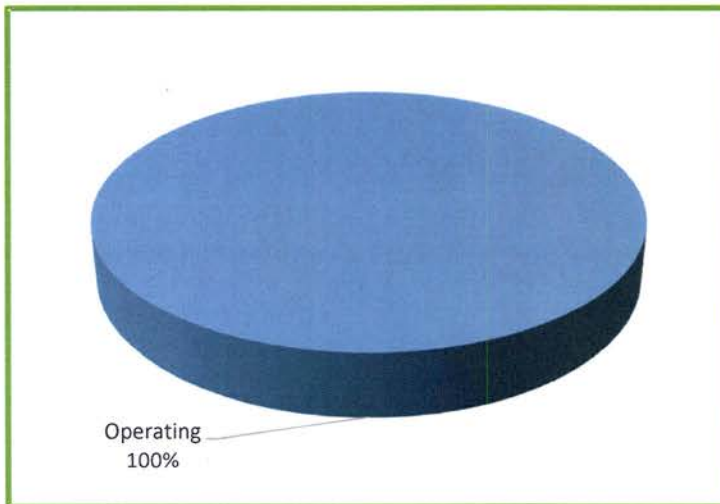
Goals for 2017:

- * Implement pro bono programs.
- * Continue community awareness and outreach programs.

Performance Measures	FY 14	FY15	FY16
Civil Cases Filed	855	910	1,120
Criminal Cases Filed	3,808	3,683	3,998
Civil Cases Disposed	911	876	1,001
Criminal Cases Disposed	2,530	3,337	2,750
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Clerical	4	4	4

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 322,622.57	\$ 349,055.00	\$ 360,900.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 322,622.57	\$ 349,055.00	\$ 360,900.00	



Major Accomplishments in 2016:

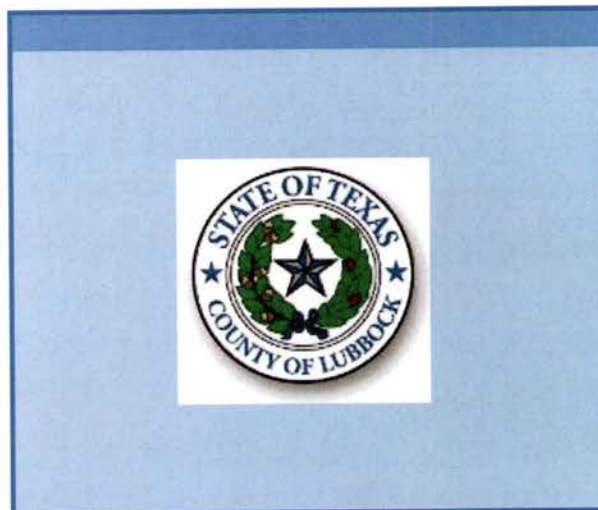
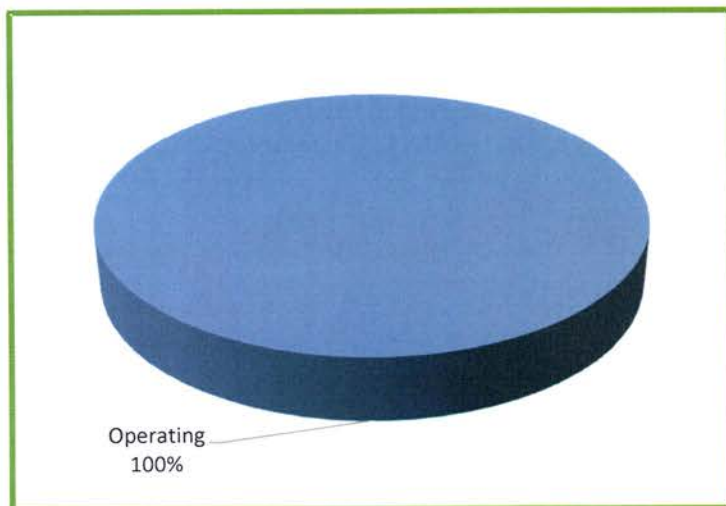
- * Reviewed and improved the online juror reporting system.
- * Provided a sufficient number of jurors for each panel requested.
- * Updated addresses on the juror listings.
- * Utilized a part-time employee to assist with answering and returning phone calls to jurors.

Goals for 2017:

- * Investigate ways to improve juror turnout percentages.
- * Work with the courts to provide sufficient number of jurors to fill requests for jury panels.
- * Evaluate the online reporting to determine its effectiveness and efficiency for the courts and citizens.
- * Implement options for improving efficiency in the central jury office.

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 4,768,446.22	\$ 5,019,837.00	\$ 6,443,057.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 4,768,446.22	\$ 5,019,837.00	\$ 6,443,057.00	



Major Accomplishments in 2016:

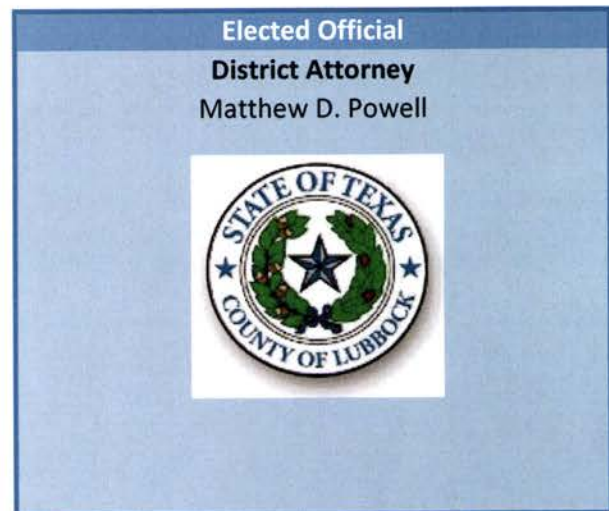
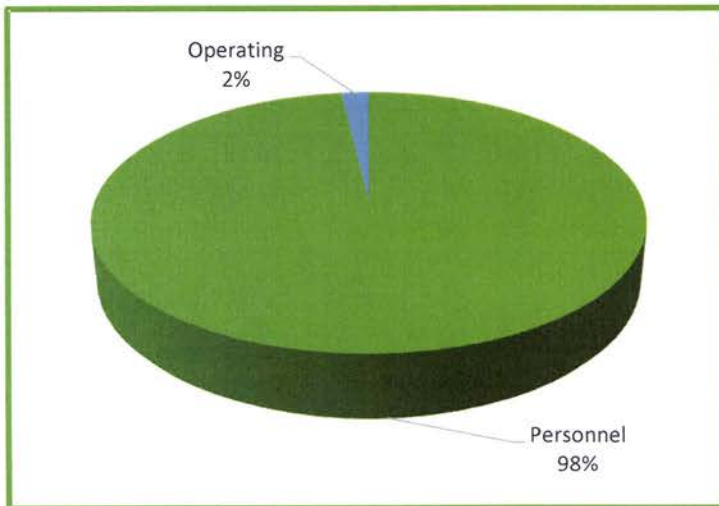
- * The criminal courts had a clearance rate of 120%, meaning the courts are disposing of more cases than are being filed.
- * The civil and family courts had a clearance rate of 117%, meaning the courts are disposing of more cases than are being filed.
- * Two court coordinators became a Certified Court Manager by completing three years of coursework through the Texas Center for the Judiciary Professional Development Program.

Goals for 2017:

- * The courts will strive to increase their clearance rate by 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 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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 5,423,832.99	\$ 6,210,336.00	\$ 6,391,175.00
Operating	\$ 69,100.32	\$ 122,831.00	\$ 122,058.00
Capital	\$ 20,544.00	\$ -	\$ -
Total Budget	\$ 5,513,477.31	\$ 6,333,167.00	\$ 6,513,233.00



Major Accomplishments in 2016:

- * 92% EDR compliance.
- * Successful prosecution of a number of high profile murder cases.
- * Established overlapping coverage for domestic violence victims to be serviced by the prosecutor's office.

Goals for 2017:

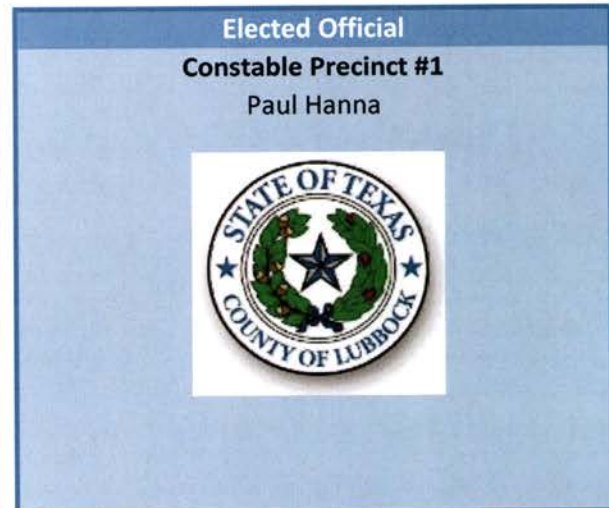
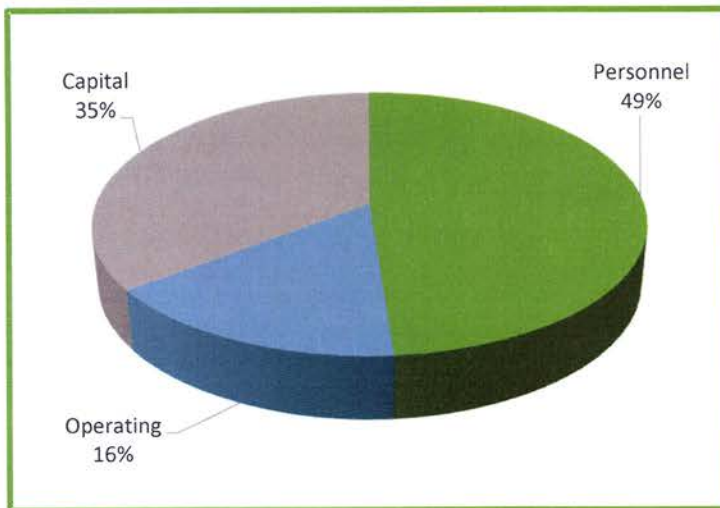
- * Further consolidate services for discovery.
- * Maintain reporting efficiency.
- * Run timely reports required by grants, independent of IT.

Performance Measures	FY 14	FY15	FY16
Cases Received	13,296	14,740	14,058
Felony Cases Under Indictment	3,649	3,633	3,105
Misdemeanor Cases Under Indictment	4,322	4,206	3,404
Cases Filed	8,271	7,839	6,702
Felony Cases Closed	4,759	5,579	5,407
Misdemeanor Cases Closed	5,467	5,722	5,185
Total Jury Trials	N/A	97	24

Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Appointed	2	2	2
Administrative	1	1	1
Professional	32	32	32
Public Safety	15	15	15
Clerical	20	20	20
Part Time	3	3	3

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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 67,384.87	\$ 67,373.00	\$ 69,140.00
Operating	\$ 19,867.93	\$ 16,687.00	\$ 22,449.00
Capital	\$ -	\$ -	\$ 50,000.00
Total Budget	\$ 87,252.80	\$ 84,060.00	\$ 141,589.00



Major Accomplishments in 2016:

- * Service of civil process in a timely manner issued by the courts.
- * Maintain proper schedule with the JP office to bailiff court and provide security during court proceedings.
- * Assisted other law enforcement agencies when extra officers were needed.

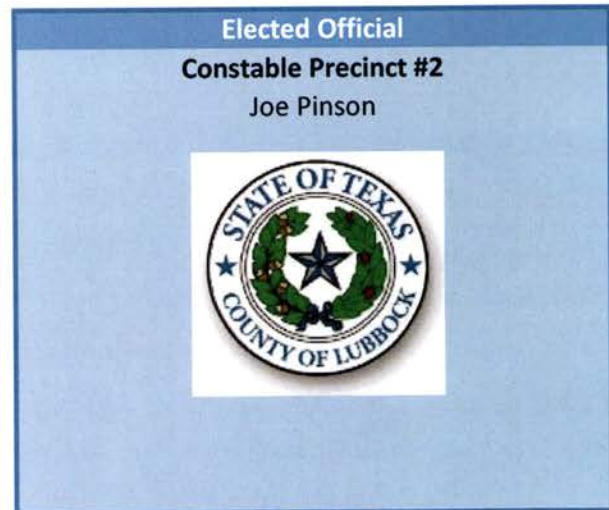
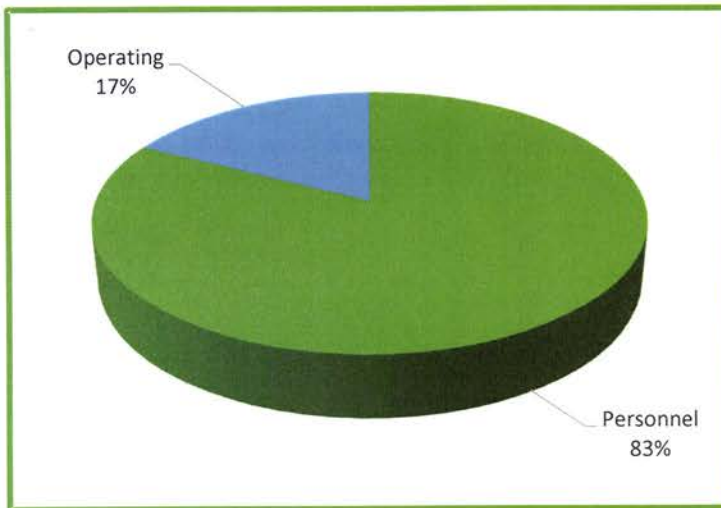
Goals for 2017:

- * Properly serve papers from respective courts within time lines associated with each JP or out-of-county court.
- * 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's office to ensure availability to handle all court hearings scheduled by respective JP court.
- * Continue to assist the other Constables and JPs when help is needed.

Performance Measures	FY 14	FY15	FY16
Civil's Processed	1,051	787	885
Offense Reports Taken	9	6	13
Staff by Classification	FY 15	FY 16	FY 17
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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 67,424.82	\$ 67,373.00	\$ 69,140.00
Operating	\$ 13,524.92	\$ 14,975.00	\$ 14,488.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 80,949.74	\$ 82,348.00	\$ 83,628.00



Major Accomplishments in 2016:

- * Served the various types of civil papers issued from JP2 expeditiously.
- * Implemented a spreadsheet to better enable this office to track all expenditures.
- * Assisted in apprehending several state and federal fugitives.

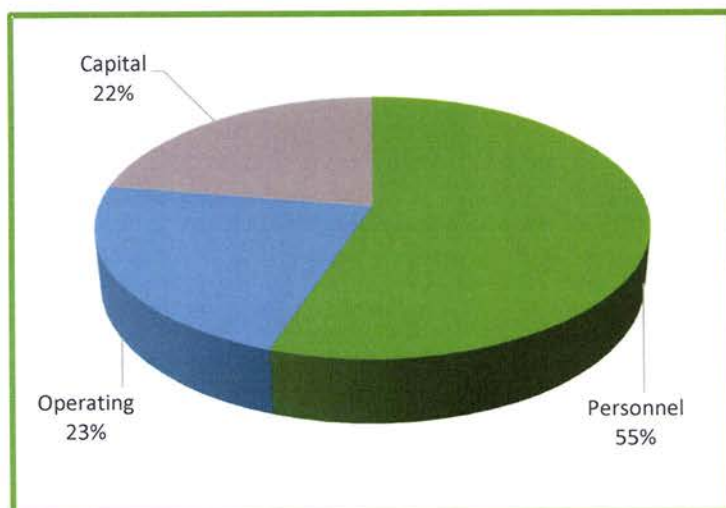
Goals for 2017:

- * Continue serving the civil process from JP2 in a timely manner.
- * Proceed with the security and safety of all public and staff while performing the duties as Bailiff.
- * Maintain a working relationship with all local law enforcement agencies.

Performance Measures	FY 14	FY15	FY16
Civil's Processed	1,025	1,098	1,159
Staff by Classification	FY 15	FY 16	FY 17
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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 66,716.64	\$ 67,373.00	\$ 69,140.00
Operating	\$ 8,115.15	\$ 19,733.00	\$ 28,226.00
Capital	\$ -	\$ -	\$ 28,000.00
Total Budget	\$ 74,831.79	\$ 87,106.00	\$ 125,366.00



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 2016:

- * Graduated from the Bill Blackwood Law Enforcement Management Institute of Texas.
- * Service of civil process in a timely manner issued by the courts.
- * Maintain proper schedule with the JP office to bailiff court and provide security during court proceedings.
- * Assisted other law enforcement agencies when extra officers were needed.

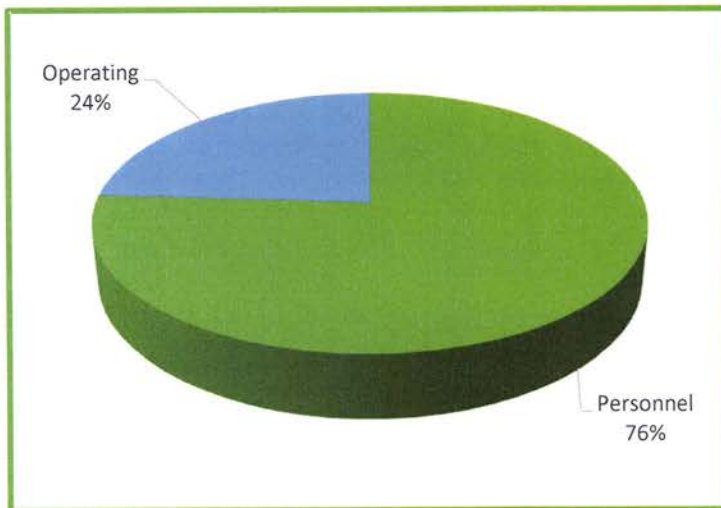
Goals for 2017:

- * Finish both levels of my Intermediate License and Masters Peace Officer License.
- * Properly serve paperwork from my court within the time limit established.
- * Acquire Reserve Deputy Constables to assist with serving the court.
- * Continue to assist other Constables and JPs when needed.
- * Maintain a monthly calendar in connection with the respective JP's office to ensure availability to handle all court hearings.

Performance Measures	FY 14	FY15	FY16
Civil's Processed	2,699	1,701	1,897
Staff by Classification	FY 15	FY 16	FY 17
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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 67,374.96	\$ 67,373.00	\$ 69,140.00
Operating	\$ 22,061.82	\$ 16,687.00	\$ 21,799.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 89,436.78	\$ 84,060.00	\$ 90,939.00



Elected Official
Constable Precinct #4
Carelton "CJ" Peterson

Major Accomplishments in 2016:

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

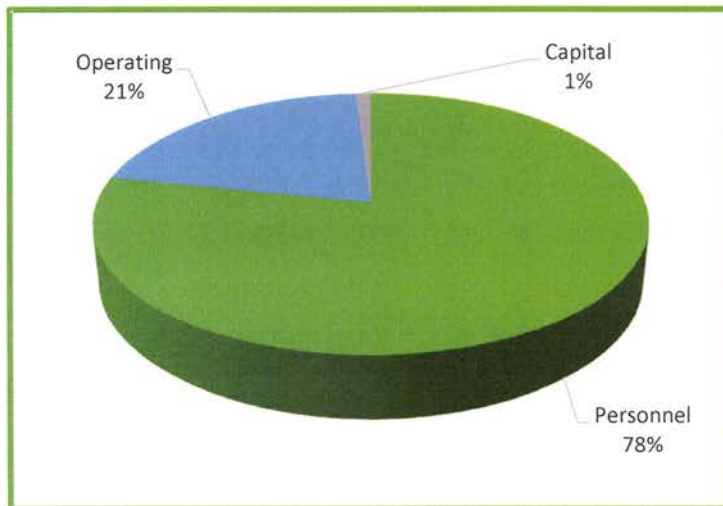
Goals for 2017:

- * Properly serve papers from respective courts within time lines associated with each JP or out-of-county court.
- * 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 operations.
- * Maintain a monthly calendar in connection with the respective JP's office to ensure availability to handle all court hearings scheduled by respective JP court.
- * Continue to assist other Constables and JPs when help is needed.

Performance Measures	FY 14	FY15	FY16
Civil's Processed	412	958	907
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1

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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 1,700,921.67	\$ 1,801,180.00	\$ 2,026,920.00
Operating	\$ 399,472.52	\$ 498,888.00	\$ 536,026.00
Capital	\$ 50,036.66	\$ 34,730.00	\$ 26,358.00
Total Budget	\$ 2,150,430.85	\$ 2,334,798.00	\$ 2,589,304.00



Appointed Official
Medical Examiner
Dr. Sridhar Natarajan

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" inscribed around the perimeter.

Major Accomplishments in 2016:

- * Participated in community based and professional groups to increase awareness of injury and death prevention.
- * Investigator completed training for fingerprint analysis certification.
- * Investigator completed training and passed certification examination for American Board of Medico-legal Death Investigator credentialing.

Goals for 2017:

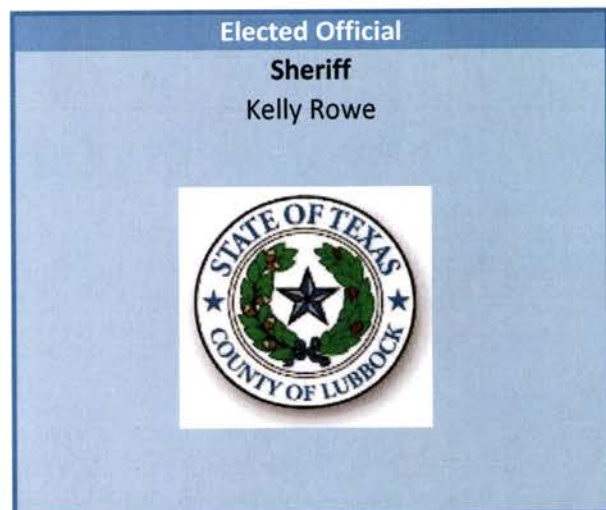
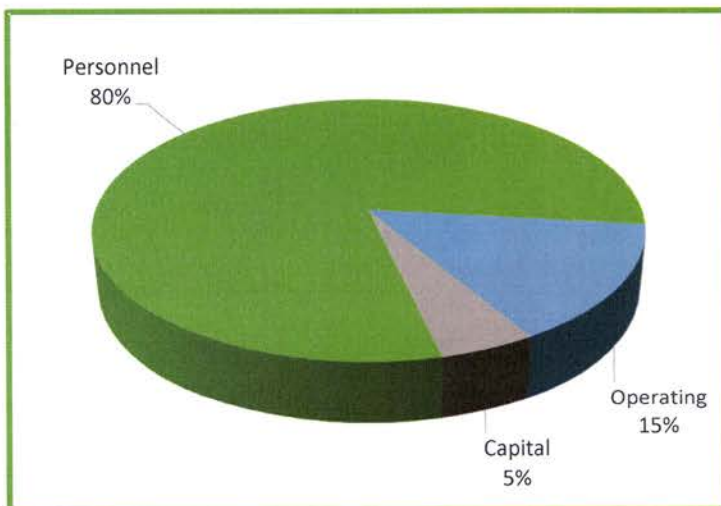
- * Continue to organize the office for West Texas growth and work with the Commissioners to ensure long-term physical space and interlocal agreement with University Medical Center.
- * Continue to participate in groups aimed at injury and death prevention.
- * Continue process for National Association of Medical Examiner's inspection and accreditation.

Performance Measures	FY 14	FY15	FY16
Cases	520	609	601
Investigation	2,313	2,680	2,635
Life Gift Cases	5	0	1
Autopsy Report Requests	217	313	368
Allied Health Student Education	226	266	264
Cremation	781	1,119	1,156

Staff by Classification	FY 15	FY 16	FY 17
Appointed	2	2	3
Administrative	1	1	1
Professional	1	1	1
Trades & Technical	5	5	8
Public Safety	1	1	1
Clerical	3	3	3

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 9,180,857.45	\$ 9,789,083.00	\$ 10,316,674.00
Operating	\$ 1,472,941.13	\$ 1,847,526.00	\$ 1,883,806.00
Capital	\$ 500,337.38	\$ 788,400.00	\$ 625,000.00
Total Budget	\$ 11,154,135.96	\$ 12,425,009.00	\$ 12,825,480.00



Major Accomplishments in 2016:

- * Expanded the Narcotics Division.
- * Created a Street Crimes Unit to assist and track the documentation of gang members and activities.
- * Continuing a best business practice policy review in order to foster efficiency within the agency protecting against civil liabilities and litigation.
- * Continuing a cycle of training for credentialing purposes for all Sheriff's Office employees.
- * All animal control positions certified through the State to increase knowledge and performance.
- * A staff member was selected by the Texas Gang Investigators Association as the Gang Investigator of the Year.

Goals for 2017:

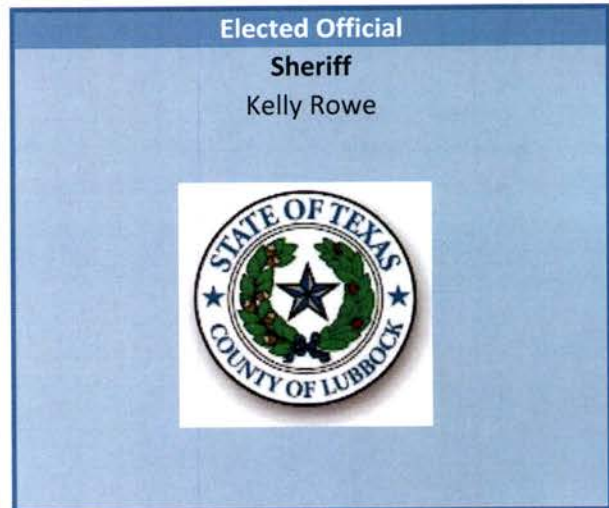
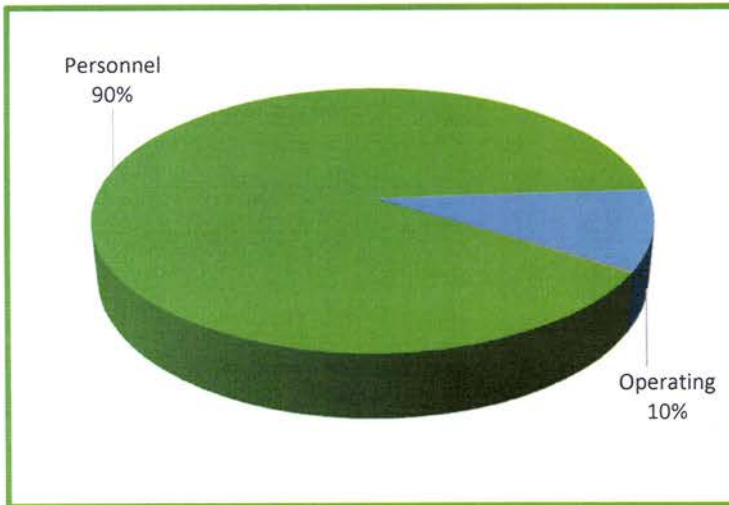
- * Continue to provide the citizens of this community with a proactive progressive response to the criminal element in our community.
- * Expand our ability as an agency to focus on narcotics and gang related criminal activities and react accordingly.
- * Transition from the existing law enforcement buildings into the new Sheriff's Office upon completion of the project.
- * Continue with implementation of the pay scale for all Sheriff's Office employees in order to retain and recruit both current and future employees.

Performance Measures	FY 14	FY15	FY16
Active Warrants	22,178	18,737	19,401
Calls for Service - Patrol	11,586	11,336	10,924
Calls Received by Communications	201,097	150,783	155,699
Staff by Classification	FY 15	FY 16	FY 17
Elected Official	1	1	1
Administrative	2	2	2
Trades & Technical	2	1	1
Public Safety	103	113	119
Clerical	25	25	25
Part-Time	5	5	0

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 20,725,677.15	\$ 21,029,201.00	\$ 21,573,598.00
Operating	\$ 1,941,133.32	\$ 2,249,746.00	\$ 2,320,335.00
Capital	\$ 33,618.50	\$ 70,000.00	\$ 50,000.00
Total Budget	\$ 22,700,428.97	\$ 23,348,947.00	\$ 23,943,933.00



Major Accomplishments in 2016:

- * Implemented pre-trial screening release tool - identifies individuals who meet pre-trial bond conditions.
- * Implemented debit card system at release - reduces the number of escheated checks.
- * Staff won 1st through 4th place in Jail Standards Knowledge Competition held at the Texas Jail Association annual conference.
- * A staff member was the Detention Officer of the Year for the Texas Jail Association.

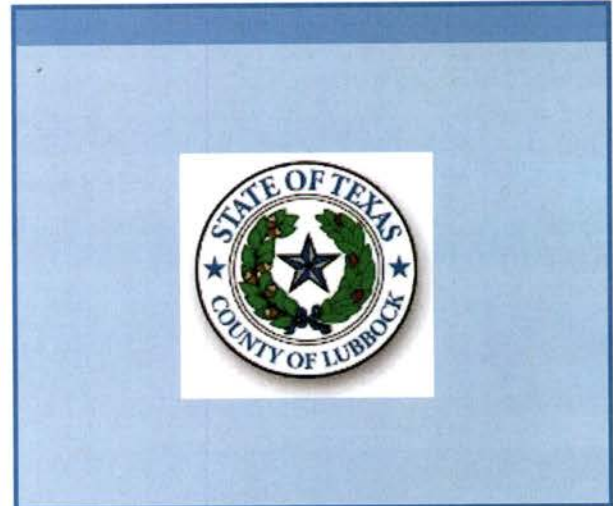
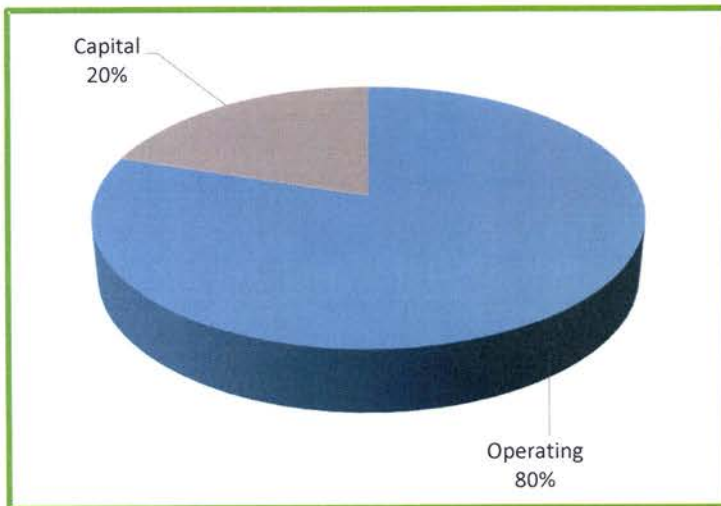
Goals for 2017:

- * Continue our phased implementation of the step pay system.
- * Formalize leadership development program.
- * Transition into twelve hour shifts.
- * Move Bench Orders to electronic format.

Performance Measures	FY 14	FY15	FY16
Average Daily Jail Population	1,228	1,183	1,123
Average Daily Number of Fed. Inmates	83	78	55
Staff by Classification	FY 15	FY 16	FY 17
Administrative	3	3	3
Professional	3	0	0
Public Safety	286	287	286
Clerical	62	61	61

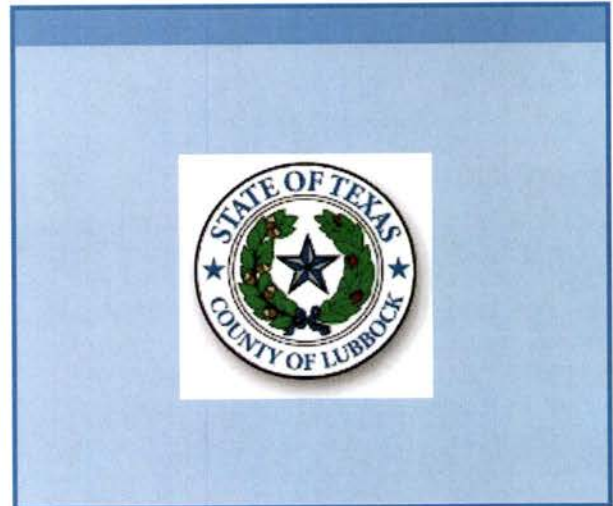
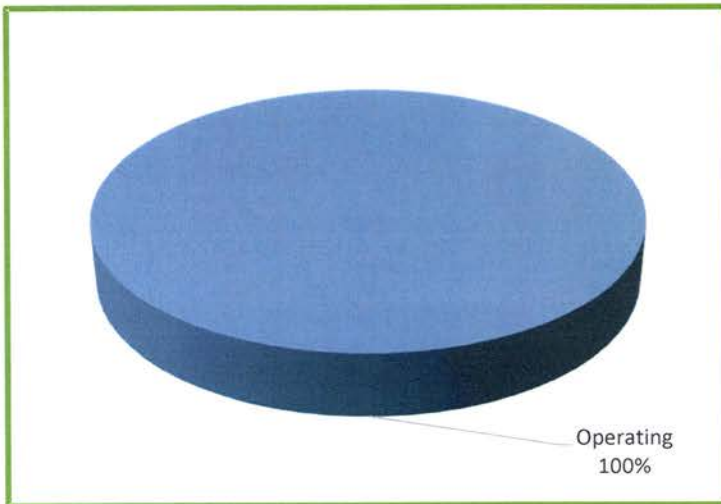
This department provides for transport of prisoners, transporting juveniles if designated and transporting mental patients to the state hospital, if required.

Adopted Budget for the Fiscal Year 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 113,647.96	\$ 120,000.00	\$ 120,000.00
Capital	\$ -	\$ 30,000.00	\$ 30,000.00
Total Budget	\$ 113,647.96	\$ 150,000.00	\$ 150,000.00



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.

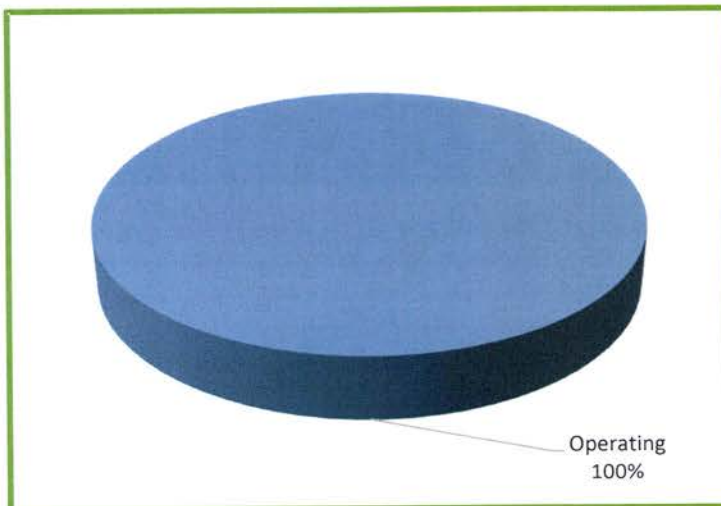
Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 895,654.12	\$ 970,708.00	\$ 1,082,722.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 895,654.12	\$ 970,708.00	\$ 1,082,722.00	



Performance Measures	FY 14	FY15	FY16
Fire Departments Supported	10	10	11
Other Agencies Supported	3	3	3

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 2016-2017				
	FY15 Actual		FY 16 Estimates	FY 17 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 9,068.17	\$	12,079.00	\$ 12,110.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ 9,068.17	\$	12,079.00	\$ 12,110.00



Appointed Official
Director
Steven Henderson

Major Accomplishments in 2016:

- * Successfully converted to new computerized case management system, and converted to a paperless work environment.
- * Worked with the Lubbock County Office of Court Administration to implement a new pre-trial bond instrument designed to screen more indigent defendants for personal recognizance bonds.
- * Began feasibility study/process of developing a "SWIFT" Court, i.e., a specialized court for high risk, mostly youthful offenders with an emphasis on swift sanctions and rewards.

Goals for 2017:

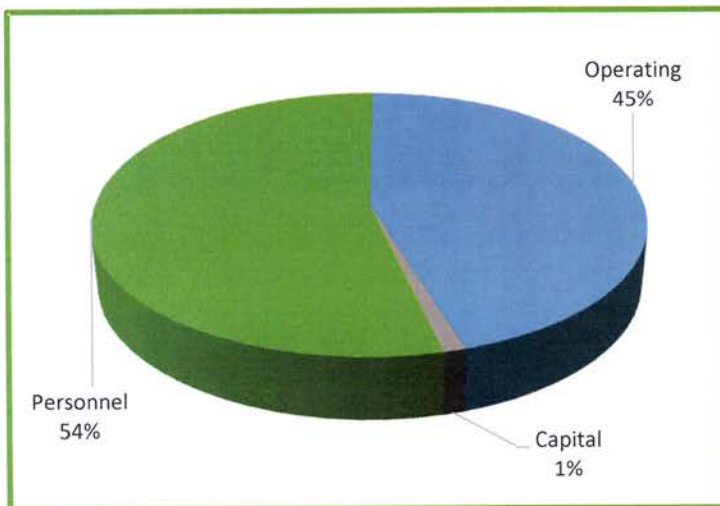
- * If feasibility study determines a need, the department will work with the Office of Court Administration to implement a SWIFT Court.
- * Continue to work cooperatively with Lubbock County Building and Maintenance to determine possibilities of securing new space for the CSCD department to relocate in Sheriff's Office old facility.
- * Work cooperatively with Sheriff's Office to secure an armed guard for the probation department office building at 701 Main Street.

Performance Measures	FY 14	FY15	FY16
Average Supervised Monthly	3,822	3,713	3,517
Average Probationers Added Monthly	136	137	110
Average Revocations Monthly	46	47	37

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 3,592,917.39	\$ 3,614,357.00	\$ 3,969,851.00
Operating	\$ 2,391,033.86	\$ 3,048,005.00	\$ 3,320,352.00
Capital	\$ 19,350.00	\$ 86,100.00	\$ 82,500.00
Total Budget	\$ 6,003,301.25	\$ 6,748,462.00	\$ 7,372,703.00



Department Head

Director

Lyle Fetterly



Major Accomplishments in 2016:

- * Completed 15,781 Maintenance work orders.
- * Reduced energy consumption by more than 2% for the 5th consecutive year.
- * Completed renovation of Childress Hardware into Maintenance Department Offices.

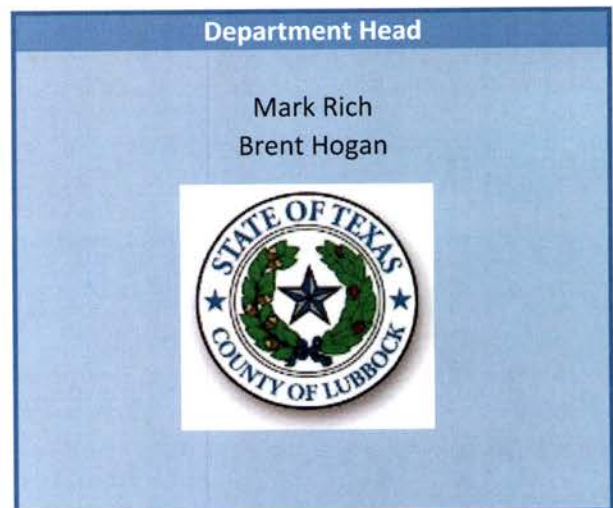
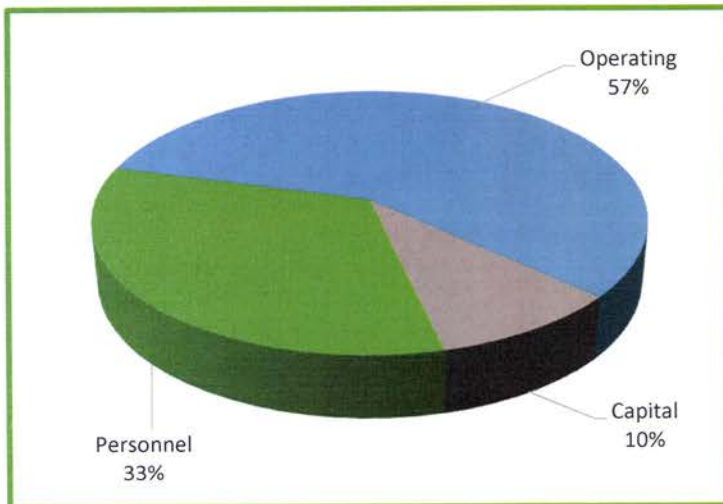
Goals for 2017:

- * Complete renovation of the old jail into the Sheriff's Offices, Law Enforcement and 911 Emergency Dispatch Center.
- * Complete Phase 1 Renovation of the Lubbock County Rehabilitation and Treatment Center.
- * Complete the installation of a new fire alarm system in the Lubbock County Courthouse.
- * Complete the automated water conservation project for the Detention Center.
- * Complete renovation of the 4th floor, 916 Main building.
- * Complete addition of Courtroom and Probation Offices at LCJJC.

Performance Measures	FY 14	FY15	FY16
Work Orders Completed	17,700	17,350	15,781
Oversaw Permanent Improvements	2,996,000	1,500,000	7,030,000
Staff by Classification	FY 15	FY 16	FY 17
Administrative	2	2	2
Trades and Technical	57	58	63
Clerical	2	2	3
Part-Time	4	4	3

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 80,594.01	\$ 92,571.00	\$ 118,896.00
Operating	\$ 158,353.97	\$ 170,600.00	\$ 207,040.00
Capital	\$ -	\$ 30,000.00	\$ 35,000.00
Total Budget	\$ 238,947.98	\$ 293,171.00	\$ 360,936.00



Major Accomplishments in 2016:

* County's Annual Storm Water Management Plan report was accepted and approved by TCEQ.

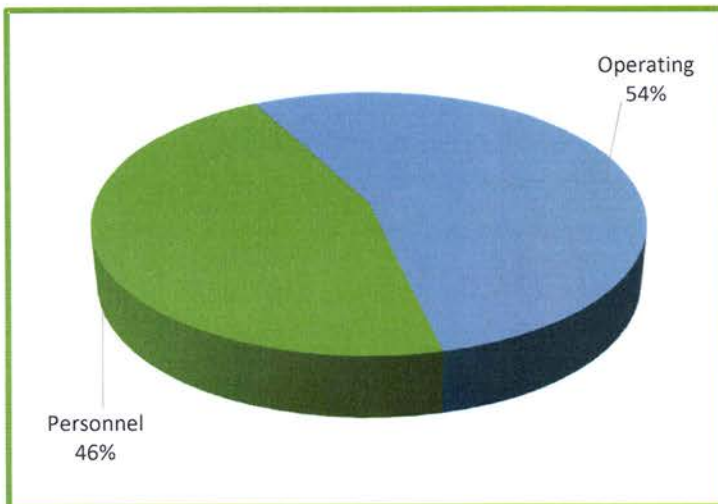
Goals for 2017:

- * Continue to become more knowledgeable about inspecting and evaluating On-site Sewage Disposal Facilities (OSSF's).
- * Become more familiar with TCEQ rules regarding OSSF's and storm water.
- * Take required class and test to become Certified Floodplain Manager (CFM).
- * Implement a safety program in Facilities Maintenance with the help of Lyle Fetterly.
- * Remain an accident free department.

Performance Measures	FY 14	FY15	FY16
Number of Properties Inspected	360	370	332
Number of New Properties Inspected	175	190	134
Staff by Classification	FY 15	FY 16	FY 17
Administrative	1	1	1

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 210,659.67	\$ 255,243.00	\$ 253,911.00
Operating	\$ 257,669.74	\$ 321,360.00	\$ 301,260.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 468,329.41	\$ 576,603.00	\$ 555,171.00



Department Head
Director
Diana Gurule-Copado

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 2016:

- * In 2016, switched to providing only cremations instead of regular burials for Lubbock County residents.
- * Completed our 13th year without any injuries and our 10th year without any accident reports.

Goals for 2017:

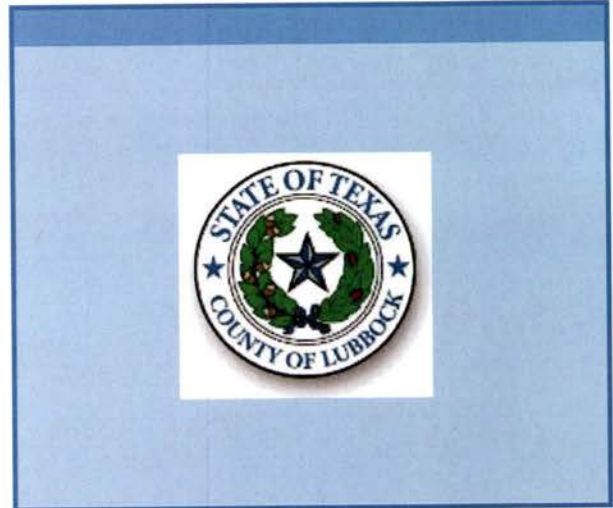
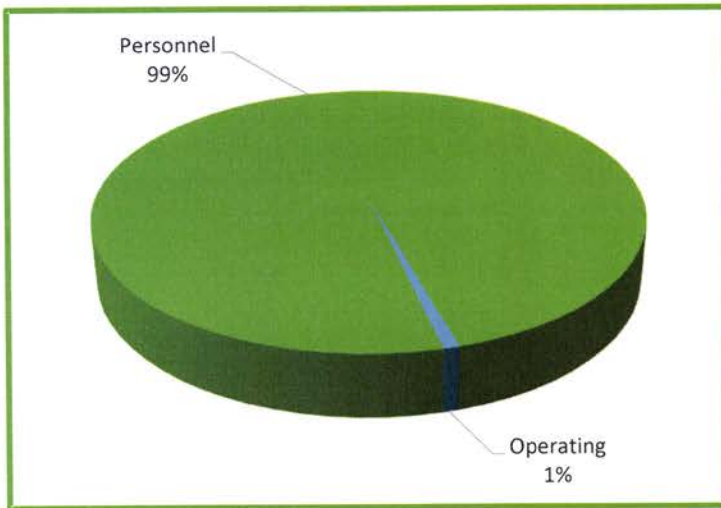
- * Continue providing a safe and secure environment for our staff and the public who visit our office.
- * Continue providing the public with precise and helpful information to other County departments.
- * Complete the year without any accident reports or injuries.

Performance Measures	FY 14	FY15	FY16
Residents Assisted	831	1,086	1,404
Pauper Funerals	90	107	95
Staff by Classification	FY 15	FY 16	FY 17
Administrative	1	1	1
Professional	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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 61,536.63	\$ 57,492.00	\$ 58,971.00
Operating	\$ 60.95	\$ 800.00	\$ 500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 61,597.58	\$ 58,292.00	\$ 59,471.00

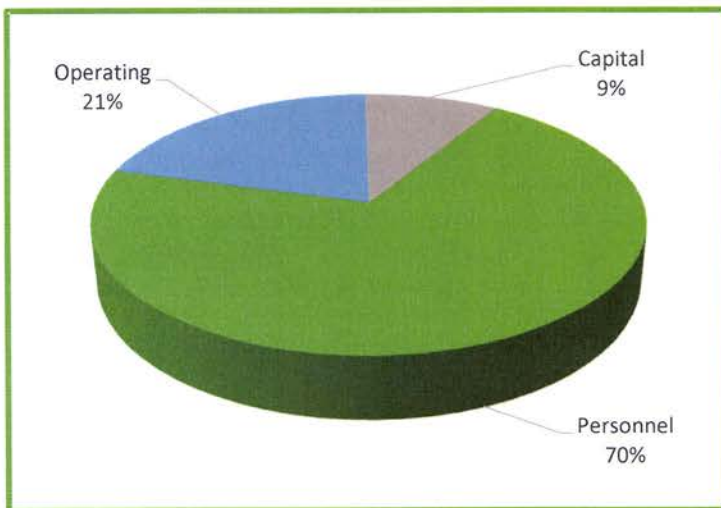


Staff by Classification	FY 15	FY 16	FY 17
Clerical	1	1	1

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

Adopted Budget for the Fiscal Year 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 228,266.37	\$ 290,173.00	\$ 270,217.00
Operating	\$ 52,857.33	\$ 82,454.00	\$ 78,597.00
Capital	\$ -	\$ 35,000.00	\$ 35,000.00
Total Budget	\$ 281,123.70	\$ 407,627.00	\$ 383,814.00



Department Head

Director

Mark Brown



Major Accomplishments in 2016:

- * 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, Worksite wellness. 48,721 contacts were reached in an 8 month period.
- * Three Lubbock Co 4-H senior members received Texas 4-H scholarships totaling \$54,000.
- * Lubbock County 4-H Livestock exhibitors won a total of \$193,000 in prize money.
- * The Lubbock/Crosby IPM (Integrated Pest Management) Field Scouting Program was initiated; and an IPM Agent was hired, effective January 2016.

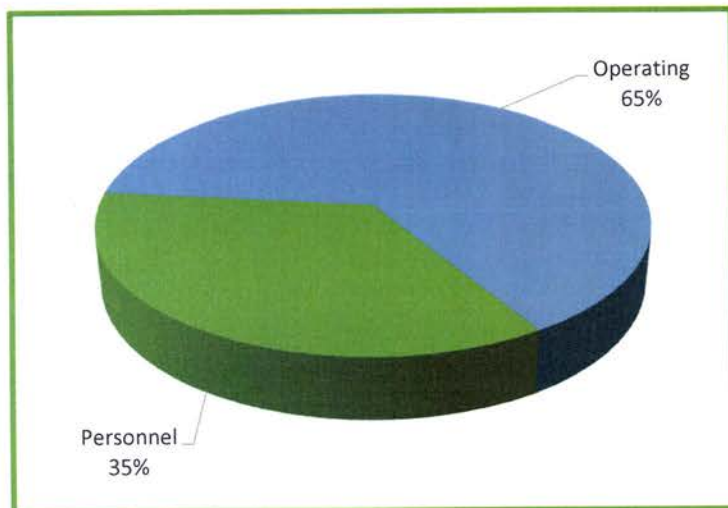
Goals for 2017:

- * Develop a series of 2017 educational programs to address a list of critical issues in Lubbock County.
- * Complete plans to re-locate the department to the 4th floor of the 916 Main Building.
- * The Lubbock County 4-H Youth Development program will be managed for continued sustainable growth.

Performance Measures	FY 14	FY15	FY16
Educational Contacts by Newsletters	8,148	5,819	7,217
Total Attendance at Group Meetings	25,882	29,186	32,023
Contact Hours	76,661	79,384	105,701
Total 4-H Enrollment-Lubbock County	3,193	4,266	3,150
Number of Traditional 4-H Members	328	351	345
Staff by Classification	FY 15	FY 16	FY 17
Appointed	5	5	6
Clerical	2	2	2
Part-Time	1 121	1	1

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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 560,996.32	\$ 750,775.00	\$ 765,306.00
Operating	\$ 606,700.83	\$ 1,347,242.00	\$ 1,397,333.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,167,697.15	\$ 2,098,017.00	\$ 2,162,639.00



Department Head
Elections Administrator
Dorothy Kennedy

Major Accomplishments in 2016:

- * Successfully conducted Democratic and Republican Primaries, City and School Elections, runoff elections, and a Tax Ratification Election for entities within the county.
- * Completed precinct annexations with the City of Lubbock.

Goals for 2017:

- * Procure a secure off-site location to store back-up software and equipment in case of emergency or natural disaster.
- * Implement "paperless check-in" for voters at polling locations by using a tablet type format.
- * Conduct a successful November Presidential Election.
- * Successfully complete Secretary of State Voter Registration purge that will be conducted in December 2016.

Performance Measures	FY 14	FY15	FY16
Total Mail Handled	69,162	69,311	105,517
Total Mail Ballot Requests	9,351	4,184	9,170
Election Workers Trained	659	187	175
Staff by Classification	FY 15	FY 16	FY 17
Appointed	1	1	1
Administrative	1	1	1
Professional	1	1	1
Trades and Technical	2	2	2
Clerical	4	4	4

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 9,265.56	\$ 9,200.00		
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 9,265.56	\$ 9,200.00	\$ -	

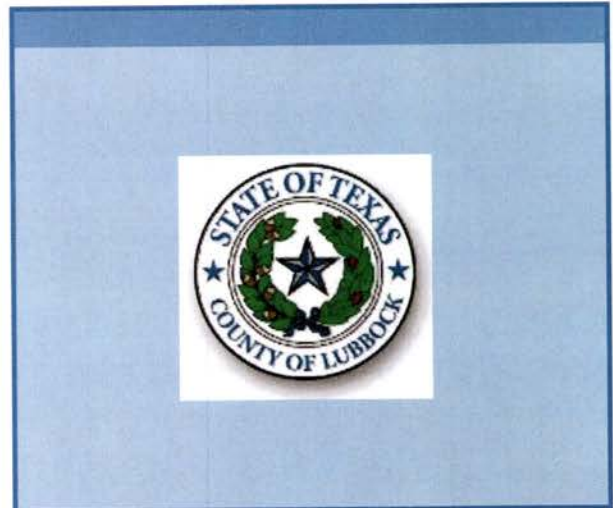
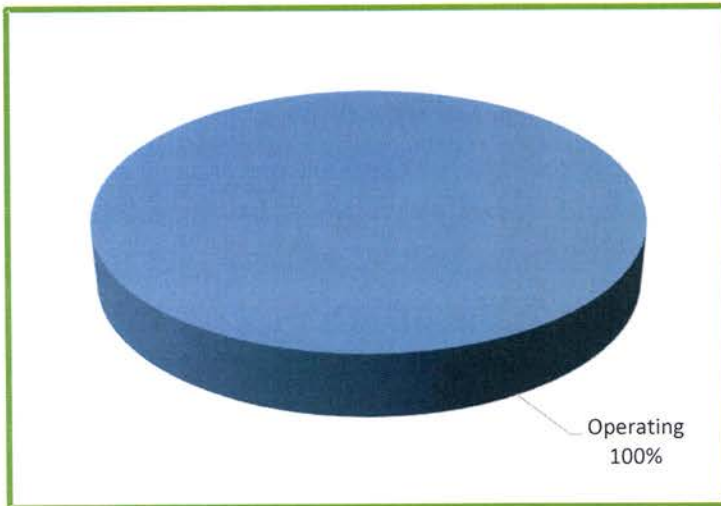


Major Accomplishments in 2016:

- * Received the 2015 Distinguished Service Award for the Historical Commission.
- * Completed the Historic Preservation Commission training and review from the Texas Historical Commission.
- * Placed and dedicated two Historical Markers in Lubbock County.

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

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 229,728.00	\$ 239,728.00	\$ 239,728.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 229,728.00	\$ 239,728.00	\$ 239,728.00	

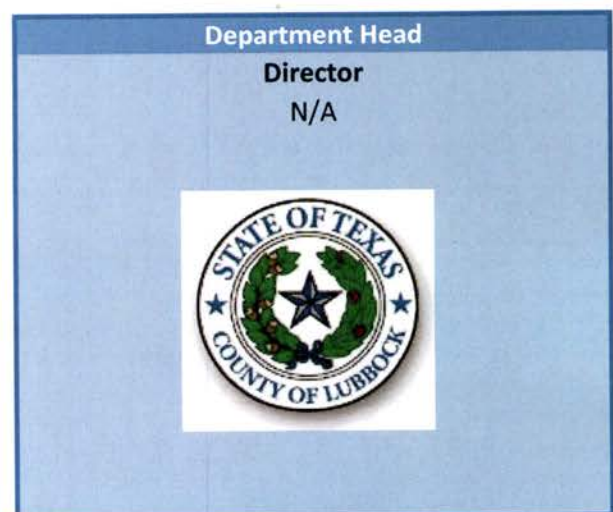
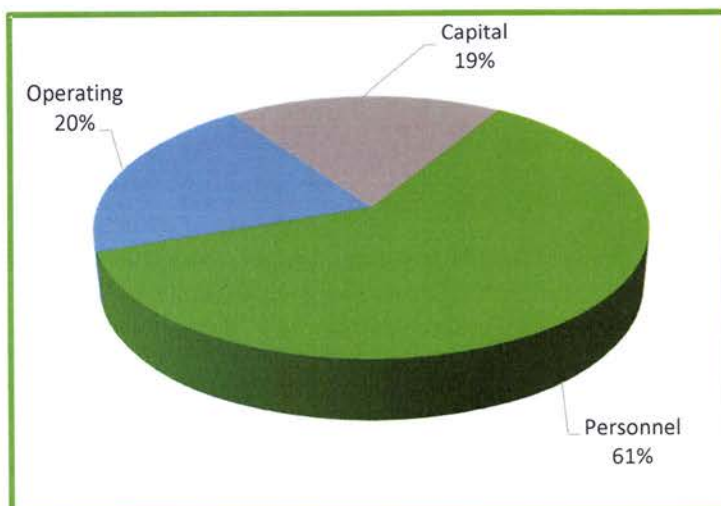


Performance Measures	FY 14	FY15	FY16
Number of Libraries Supported	6	6	6

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 93,901.44	\$ 167,278.00	\$ 114,464.00
Operating	\$ 23,568.75	\$ 73,190.00	\$ 38,600.00
Capital	\$ -	\$ 27,000.00	\$ 35,000.00
Total Budget	\$ 117,470.19	\$ 267,468.00	\$ 188,064.00



Major Accomplishments in 2016:

- * Currently exploring new surface treatment that will improve pavement management measures.
- * Extra material provided through TXDot for road improvements throughout the county.

Goals for 2017:

- * To have permanent personnel handling developments and public works issues.
- * Establish progress meeting minutes.

Staff by Classification	FY 15	FY 16	FY 17
Administrative	1	1	1
Professional	1	1	0

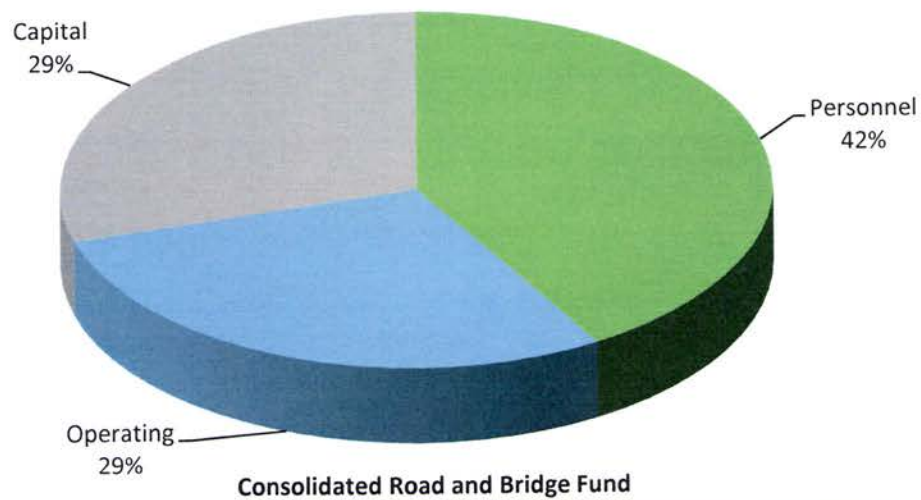
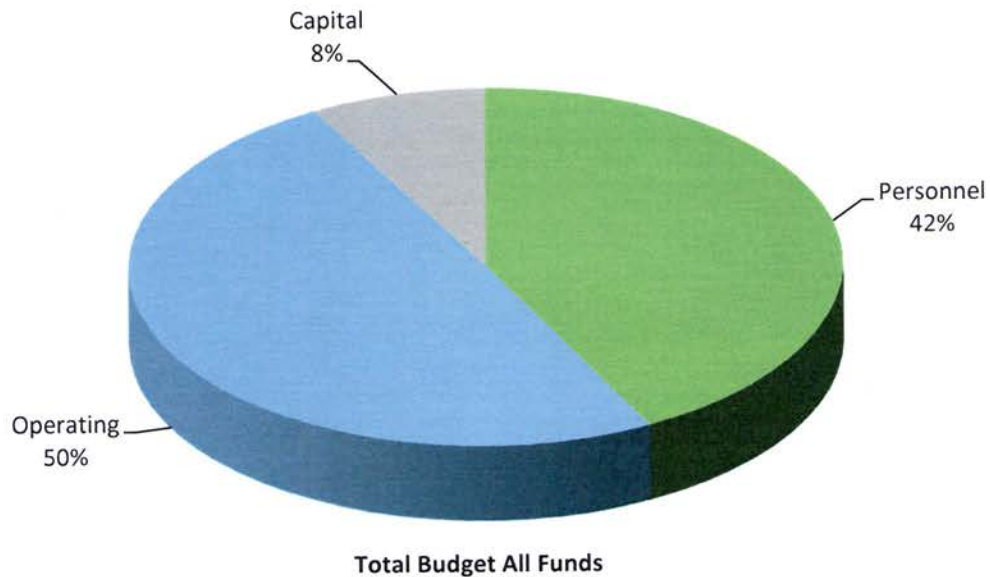
Lubbock County, Texas
Adopted Budget
FY 2016 - 2017



Special Revenue Funds Revenue & Expenditure
Summaries

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

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

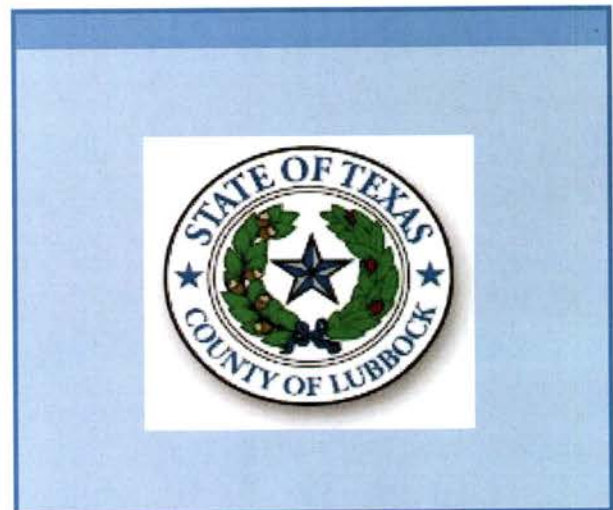
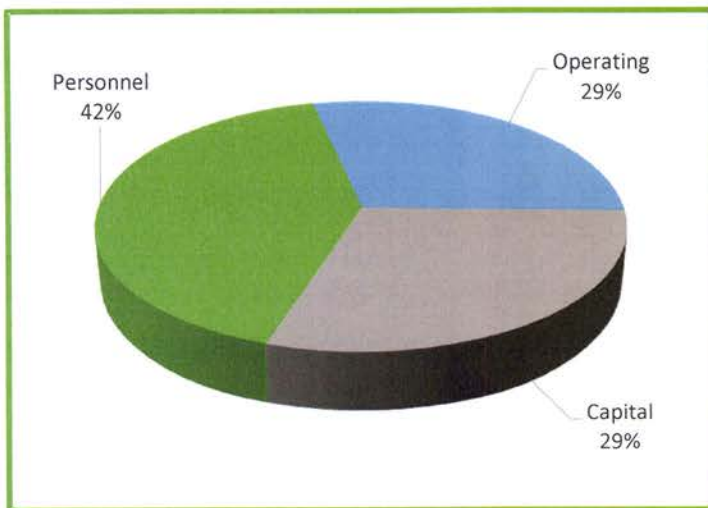
G/L 020

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	531,385	415,000	415,000
Fees			
Commissions			
Charges for Service	1,709,153	2,107,000	2,125,000
Fines/Forfeitures			
Interest	94,301	55,385	60,000
Other Revenue	529,763	347,700	511,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	2,849,183	2,664,456	2,732,828
TOTAL REVENUE	\$ 5,713,784	\$ 5,589,541	\$ 5,844,328
EXPENDITURES			
Personnel	2,248,112	2,664,400	2,732,828
Operating	1,670,286	2,695,624	1,895,825
Capital	1,506,211	1,099,800	1,941,045
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 289,174	\$ (870,283)	\$ (725,370)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	5,382,134	5,671,308	4,801,025
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 5,671,308	\$ 4,801,025	\$ 4,075,655

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 2,248,112.43	\$ 2,664,400.00	\$ 2,732,828.00
Operating	\$ 1,670,286.33	\$ 2,695,624.00	\$ 1,895,825.00
Capital	\$ 1,506,211.08	\$ 1,099,800.00	\$ 1,941,045.00
Total Budget	\$ 5,424,609.84	\$ 6,459,824.00	\$ 6,569,698.00



Major Accomplishments in 2016:

- * Approximately 27,500 yards of caliche and 20,400 yards of RAP have been placed on roads.
- * Open work orders have decreased by 37%.
- * Completed fog sealing NCR 1700 with a section of it seal coated. Pre-ordered 60 miles of seal coat rock.

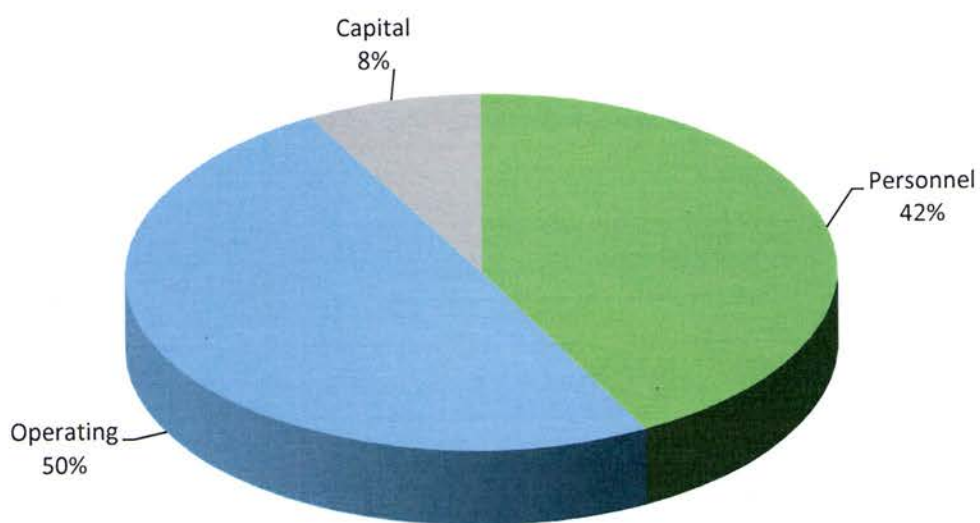
Goals for 2017:

- * Complete consecutive caliche programs.
- * Reduce equipment repair cost by 10%.
- * Complete 10 miles of seal coat in each precinct.

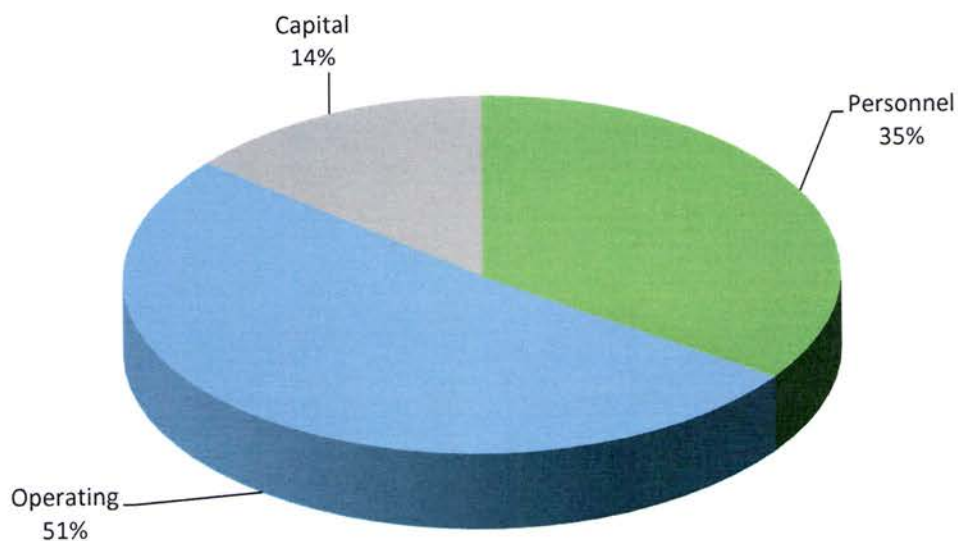
Performance Measures	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>
Work Orders Completed	1,110	1,782	1,712
Miles of Road Overlayed	5	9.5	0
Miles of Road Seal Coated	N/A	N/A	36
County Road Maintained - Miles	1,187	1,187	1,180
Staff by Classification	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
Clerical	0	1	1
Trades & Technical	42	42	42

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

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



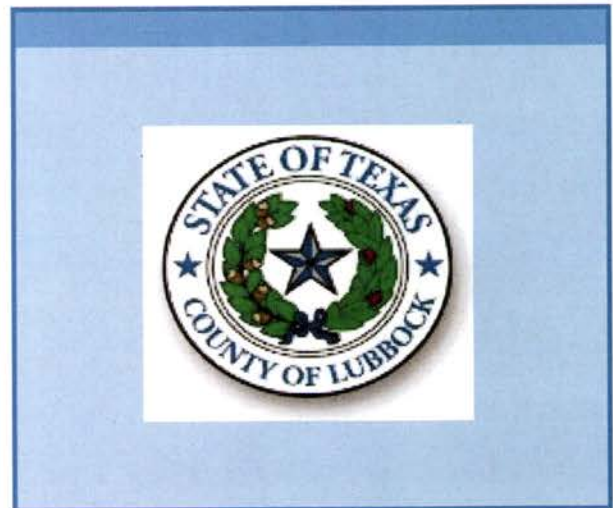
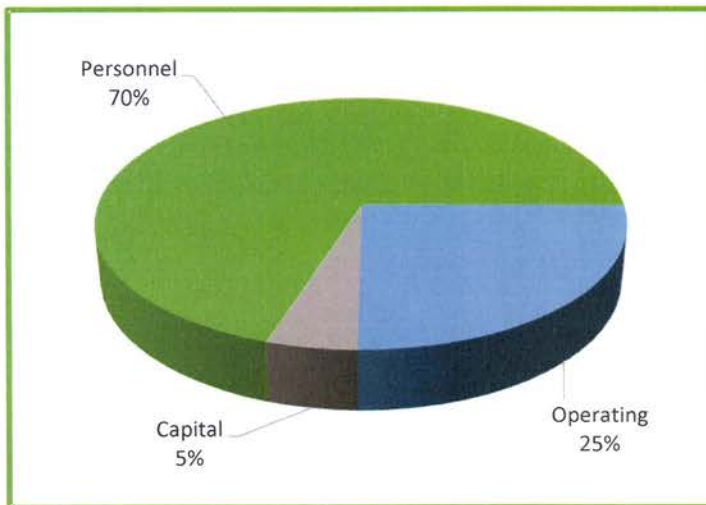
All Special Revenue Funds excluding Consolidated Road and Bridge Fund

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 82,095	\$ 86,100	\$ 90,611
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	8,082	6,500	6,090
Other Revenue	9,600	9,000	9,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 99,777	\$ 101,600	\$ 105,701
EXPENDITURES			
Personnel	66,431	72,238	74,043
Operating	15,395	20,000	26,658
Capital	7,235	10,000	5,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 10,716	\$ (638)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	524,059	534,775	534,137
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 534,775	\$ 534,137	\$ 534,137

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 66,430.61	\$ 72,238.00	\$ 74,043.00
Operating	\$ 15,395.33	\$ 20,000.00	\$ 26,658.00
Capital	\$ 7,234.53	\$ 10,000.00	\$ 5,000.00
Total Budget	\$ 89,060.47	\$ 102,238.00	\$ 105,701.00



Major Accomplishments in 2016:

- * Installed new signs inside and outside of the facility that provide more information.
- * Updated Clubhouse Policies and Procedures.

Goals for 2017:

- * Install an electronic fire monitoring system.
- * Install an electronic keyless door lock system.

Staff by Classification	FY15	FY16	FY17
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

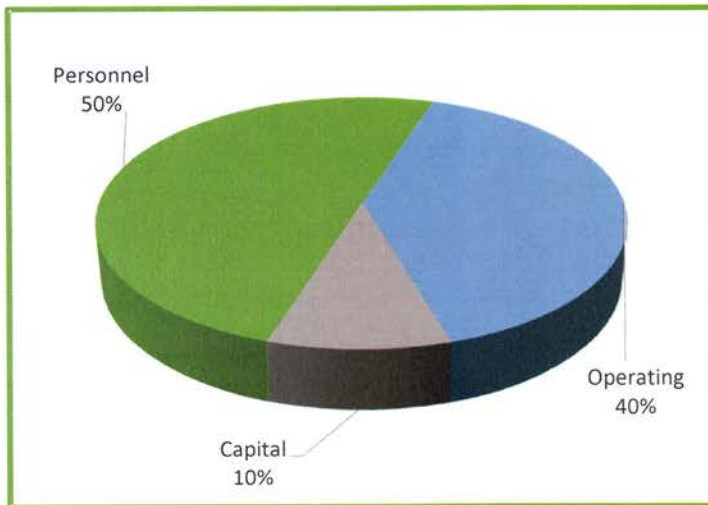
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SLATON/ROOSEVELT PARK FUND

G/L 032

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 82,095	\$ 86,100	\$ 90,611
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	3,191	4,000	2,300
Other Revenue	7,752	14,150	8,150
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 93,037	\$ 104,250	\$ 101,061
EXPENDITURES			
Personnel	63,729	66,552	104,367
Operating	40,727	41,640	84,100
Capital	6,850	36,808	20,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (18,269)	\$ (40,750)	\$ (107,406)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	210,767	192,498	151,748
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 192,498	\$ 151,748	\$ 44,342

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ 63,729.47	\$ 66,552.00	\$ 104,367.00	
Operating	\$ 40,727.10	\$ 41,640.00	\$ 84,100.00	
Capital	\$ 6,850.00	\$ 36,808.00	\$ 20,000.00	
Total Budget	\$ 111,306.57	\$ 145,000.00	\$ 208,467.00	



Major Accomplishments in 2016:

- * Completed the remodel and renovation of the Slaton Clubhouse with ADA ramps and sidewalks.
- * Demolition of the County American Legion Building.
- * Replaced an aging sewer line from clubhouse to the alley.

Goals for 2017:

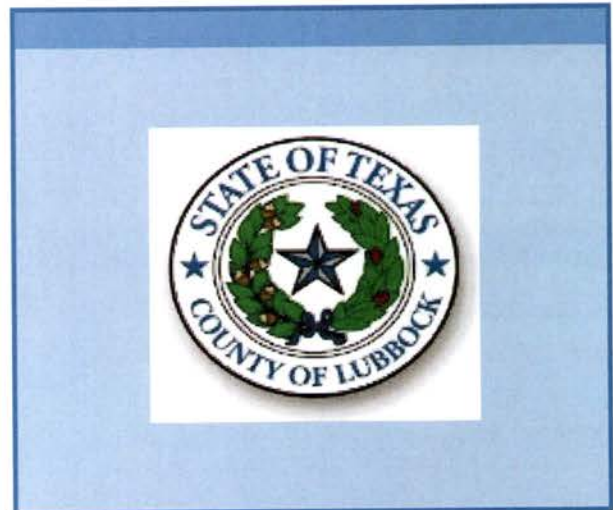
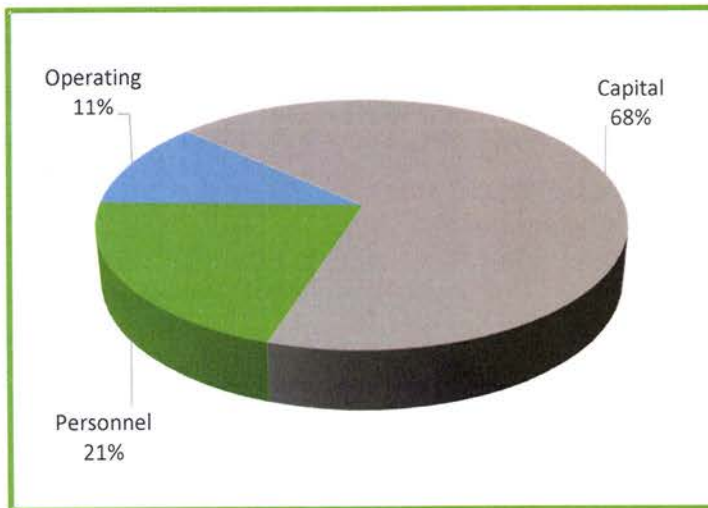
- * Continue to plant new trees to replace elm trees that are at the end of their life cycle.

Staff by Classification	FY15	FY16	FY17
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 82,095	\$ 86,100	\$ 90,611
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	3,848	4,000	2,815
Other Revenue	8,970	6,000	6,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 94,913	\$ 96,100	\$ 99,426
EXPENDITURES			
Personnel	54,320	55,979	64,378
Operating	13,647	13,639	35,200
Capital	50,961	30,382	213,698
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (24,015)	\$ (3,900)	\$ (213,850)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	248,722	224,707	220,807
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 224,707	\$ 220,807	\$ 6,957

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ 54,319.55	\$ 55,979.00	\$ 64,378.00	
Operating	\$ 13,647.48	\$ 13,639.00	\$ 35,200.00	
Capital	\$ 50,961.40	\$ 30,382.00	\$ 213,698.00	
Total Budget	\$ 118,928.43	\$ 100,000.00	\$ 313,276.00	



Major Accomplishments in 2016:

- * Renovated the New Deal Clubhouse.
- * Worked on the Idalou Barn.
- * Worked on the Idalou Clubhouse.

Goals for 2017:

- * Current Commissioner will leave FY17 goals to the discrepancy of incoming Commissioner.

Staff by Classification	FY15	FY16	FY17
Trades & Technical	1	1	0
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHALLOWATER PARK FUND

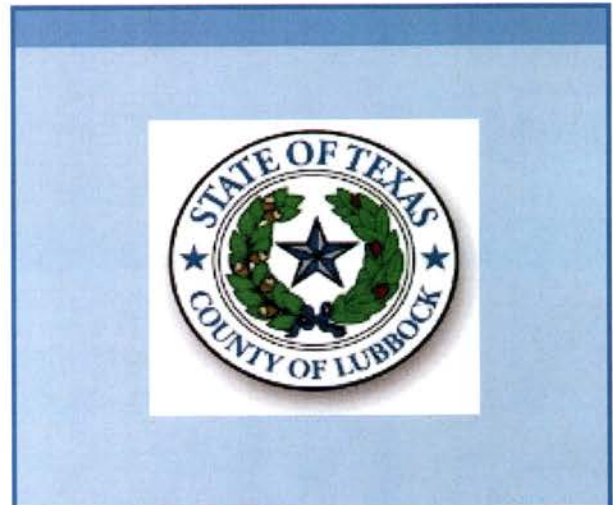
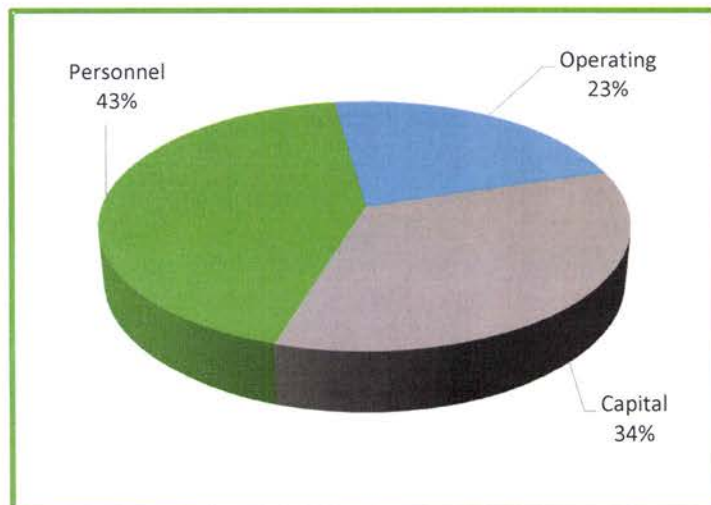
G/L 034

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 82,095	\$ 86,100	\$ 90,611
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	5,322	6,500	3,500
Other Revenue	6,723	2,400	2,400
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 94,139	\$ 95,000	\$ 96,511
EXPENDITURES			
Personnel	60,681	62,891	62,588
Operating	31,328	27,109	32,700
Capital	92,235	-	50,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (90,104)	\$ 5,000	\$ (48,777)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	383,660	293,556	298,556
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 293,556	\$ 298,556	\$ 249,779

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 60,680.53	\$ 62,891.00	\$ 62,588.00
Operating	\$ 31,328.22	\$ 27,109.00	\$ 32,700.00
Capital	\$ 92,234.52	\$ -	\$ 50,000.00
Total Budget	\$ 184,243.27	\$ 90,000.00	\$ 145,288.00



Major Accomplishments in 2016:

- * Put in sand filter for irrigation of all parks and Little League Field.
- * Worked with Lubbock Lawn and Tree Service for scheduled weed control, fertilization, and general maintenance of lawns and trees.

Goals for 2017:

- * Renovate concession stand at Little League Field.
- * Continuation of improvement in all parks - lawns and trees.

Staff by Classification	FY15	FY16	FY17
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

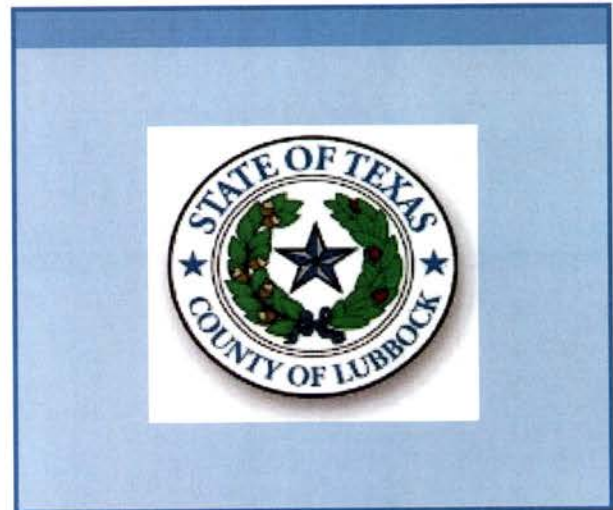
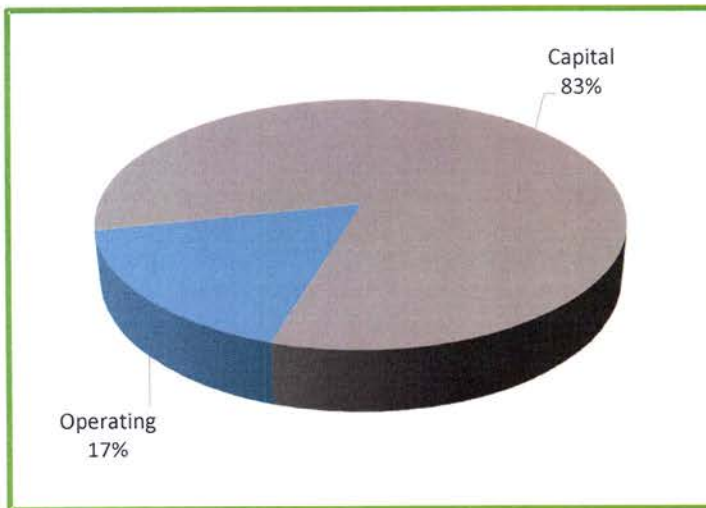
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
PERMANENT IMPROVEMENT FUND

G/L 041

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 1,641,898	\$ 1,721,997	\$ 1,811,797
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	39,189	25,000	42,500
Other Revenue	483,732	483,732	483,732
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	1,000,000
TOTAL REVENUE	\$ 2,164,819	\$ 2,230,729	\$ 3,338,029
EXPENDITURES			
Personnel	-	-	-
Operating	445,474	585,815	906,735
Capital	369,121	1,239,185	4,419,266
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 1,350,224	\$ 405,729	\$ (1,987,972)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,375,446	2,725,670	3,131,399
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 2,725,670	\$ 3,131,399	\$ 1,143,427

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 445,474.22	\$ 585,815.00	\$ 906,735.00	
Capital	\$ 369,121.08	\$ 1,239,185.00	\$ 4,419,266.00	
Total Budget	\$ 814,595.30	\$ 1,825,000.00	\$ 5,326,001.00	



Major Accomplishments in 2016:

- * Completed the In-House renovation of the Old Childress Hardware Building into the New Facilities Maintenance Complex.
- * Completed the upgrade to LED lighting fixtures for the Detention Center parking lot reducing energy consumption by 60%.
- * Installed electronic security enhancements to the Courthouse, 916 Main Building and Juvenile Justice Center.
- * Completed telephone system upgrade to Voice Over IP Phones.

Goals for 2017:

- * Complete renovation of the old jail into the Sheriff's Offices, Law Enforcement and 911 Emergency Dispatch Center.
- * Complete Phase 1 Renovation of the Lubbock County Rehabilitation and Treatment Center. This renovation will provide a vastly improved facility that meets the needs of the staff and residents, improving the overall program of the facility.
- * Complete the installation of a new fire alarm system in the Lubbock County Courthouse.
- * Complete the automated water conservation project for the Detention Center.
- * Complete renovation of the 4th floor 916 Main building.
- * Complete addition of courtroom and probation offices at LCJJC.

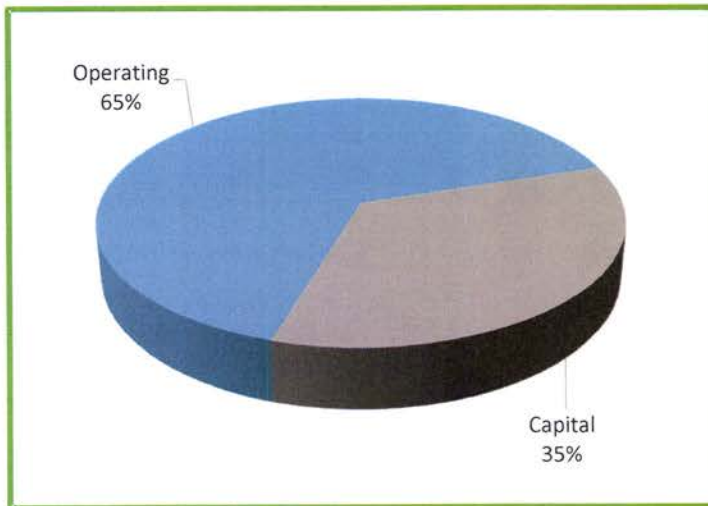
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
NEW ROAD FUND

G/L 042

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	380,117	475,000	475,000
Fines/Forfeitures			
Interest	11,849	7,600	11,300
Other Revenue	2,091	-	-
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 394,057	\$ 482,600	\$ 486,300
EXPENDITURES			
Personnel	-	-	-
Operating	42,879	-	850,000
Capital	-	460,000	450,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 351,178	\$ 22,600	\$ (813,700)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	542,239	893,417	916,017
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 893,417	\$ 916,017	\$ 102,317

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 42,878.96	\$ -	\$ 850,000.00	
Capital	\$ -	\$ 460,000.00	\$ 450,000.00	
Total Budget	\$ 42,878.96	\$ 460,000.00	\$ 1,300,000.00	



Major Accomplishments in 2016:

- * Increased the number of RAP roads in the county.
- * Established a safety program that has led to zero staff injuries.
- * Completed 35 miles of seal coat.

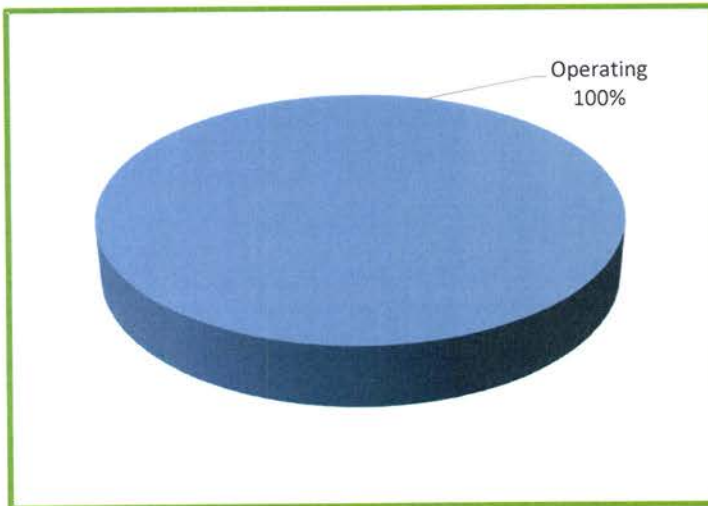
Goals for 2017:

- * Widen Woodrow Road from Frankford to FM 179.
- * Widen University from CR 7500 to Woodrow Road.
- * Continue to acquire additional personnel to meet the road maintenance needs of Lubbock County.

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	40,764	23,853	23,853
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 40,764	\$ 23,853	\$ 23,853
EXPENDITURES			
Personnel	-	-	-
Operating	40,764	23,853	23,853
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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 40,764.00	\$ 23,853.00	\$ 23,853.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 40,764.00	\$ 23,853.00	\$ 23,853.00	



Major Accomplishments in 2016:

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

Goals for 2017:

- * 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 C - COMMITMENT REDUCTION

G/L 047

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	329,146	-	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 329,146	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	329,146	-	-
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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 329,145.87	\$ -	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ 329,145.87	\$ -	\$ -	-



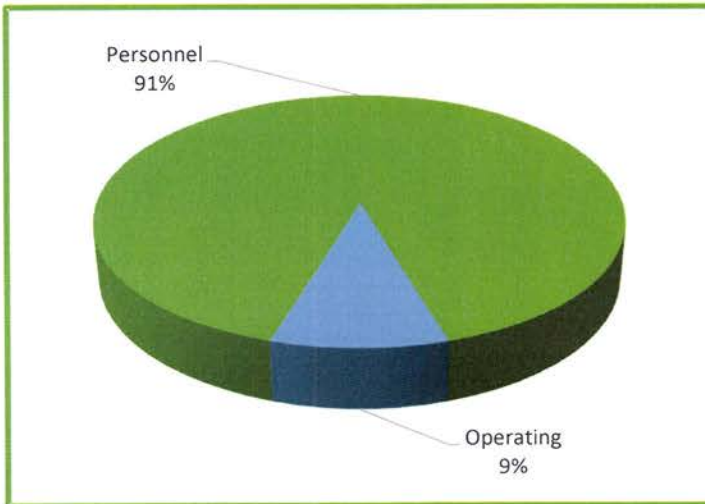
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TJJD S - PREVENTION/INTERVENTION

G/L 049

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	-	-	60,000
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ -	\$ -	\$ 60,000
EXPENDITURES			
Personnel	-	-	54,439
Operating	-	-	5,561
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 2016-2017				
	FY15 Actual		FY 16 Estimates	FY 17 Budget
Personnel	\$ -	\$ -	\$ -	\$ 54,439.00
Operating	\$ -	\$ -	\$ -	\$ 5,561.00
Capital	\$ -	\$ -	\$ -	\$ -
Total Budget	\$ -	\$ -	\$ -	\$ 60,000.00



Major Accomplishments in 2016:

- * Continued to work with "at-risk" youth who are referrals from their home campus or parents but not yet committed a delinquent act.
- * Began a new program designed to prevent more juveniles from entering into the Juvenile Justice System.

Goals for 2017:

- * Continue to work with "at-risk" youth who are referrals from their home campus or parents but not yet committed a delinquent act.
- * Continue to enhance the new program designed to prevent more juveniles from entering into the Juvenile Justice System.
- * Begin more "service learning" programs.

Staff by Classification	FY15	FY16	FY17
Clerical	0	0	1

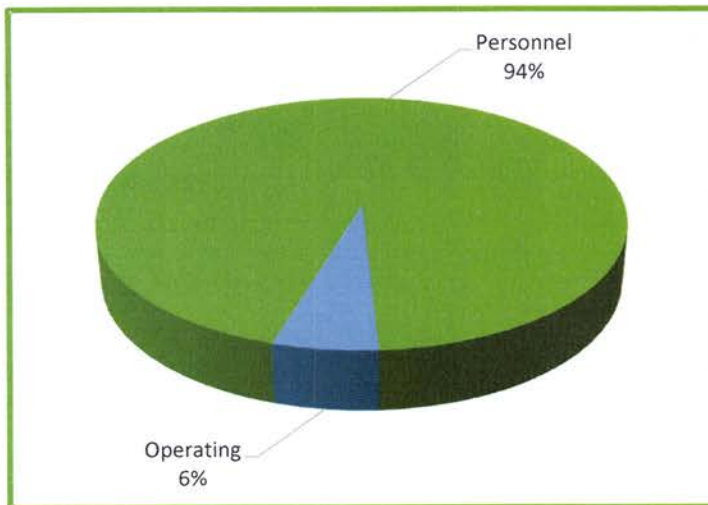
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
STAR PROGRAM

G/L 050

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	320,184	375,244	343,430
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	160,092	187,624	171,715
TOTAL REVENUE	\$ 480,276	\$ 562,868	\$ 515,145
EXPENDITURES			
Personnel	464,208	534,468	486,670
Operating	16,068	28,400	28,475
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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 464,208.08	\$ 534,468.00	\$ 486,670.00
Operating	\$ 16,068.04	\$ 28,400.00	\$ 28,475.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 480,276.12	\$ 562,868.00	\$ 515,145.00



Major Accomplishments in 2016:

- * 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.

Goals for 2017:

- * 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.
- * Begin more "service learning" programs.

Staff by Classification	FY15	FY16	FY17
Professional	1	1	0
Public Safety	8	8	8

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE PROBATION FUND

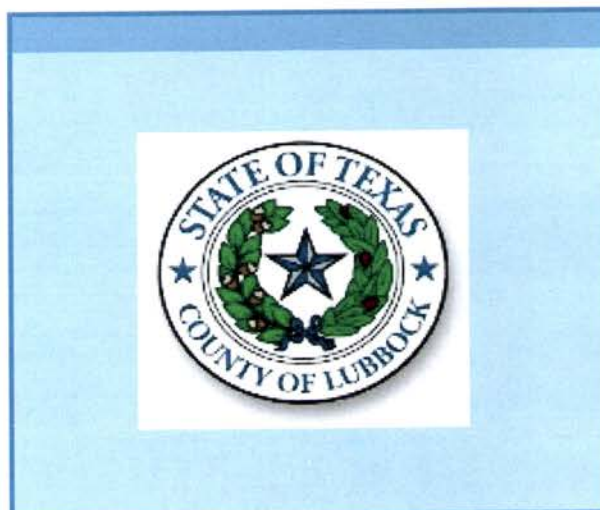
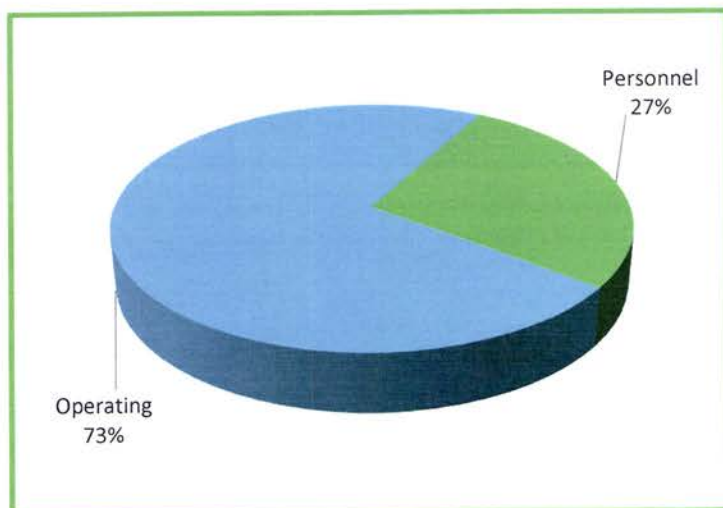
G/L 051

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	5,802	10,000	5,000
Fines/Forfeitures			
Interest	30,204	29,500	29,500
Other Revenue	653	3,800	792,551
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	5,014,316	5,171,747	6,000,000
TOTAL REVENUE	\$ 5,050,975	\$ 5,215,047	\$ 6,827,051
EXPENDITURES			
Personnel	1,524,911	1,626,773	1,865,926
Operating	357,974	268,201	379,420
Capital			
OTHER SOURCES (USES)			
Transfers out	3,088,351	2,610,026	4,581,705
NET REVENUE (EXPENDITURES)	\$ 79,738	\$ 710,047	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	949,873	1,029,611	1,739,658
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 1,029,611	\$ 1,739,658	\$ 1,739,658

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 1,524,911.44	\$ 1,626,773.00	\$ 1,865,926.00
Operating	\$ 3,446,324.96	\$ 2,878,227.00	\$ 4,961,125.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,971,236.40	\$ 4,505,000.00	\$ 6,827,051.00



Major Accomplishments in 2016:

- * Successfully handled a significant increase in juvenile referrals within the allotted budget.
- * 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 2017:

- * Develop additional community resources to assist youth within the community in lieu of detaining them.
- * Continue to develop and implement a literacy program for youth and their parents served within the facility.

Performance Measures	FY14	FY15	FY16
Juveniles Served	22,527	23,840	25,080
Community Service Hours Performed	10,258	9,651	10,473
Staff by Classification	FY15	FY16	FY17
Appointed	1	1	1
Administrative	2	2	2
Professional	14	15	16
Trades & Technical	1	1	1
Public Safety	3	4	4
Clerical	4	4	4

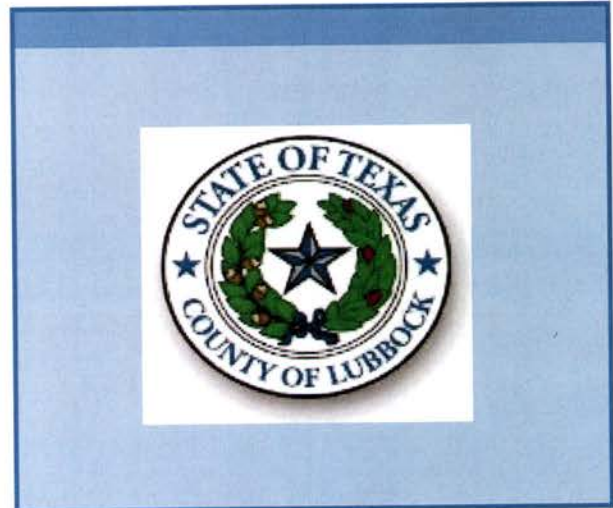
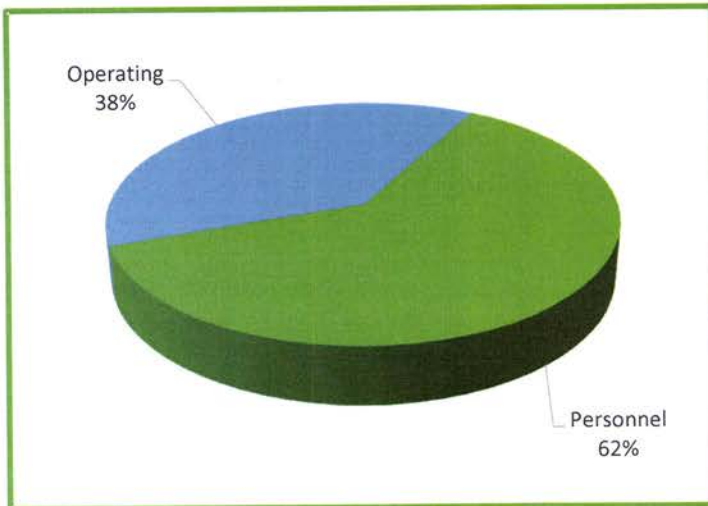
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TJJD JUVENILE PROBATION COMMISSION GRANT

G/L 054

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	1,344,467	1,726,027	1,691,506
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	80,012	306,969	363,986
TOTAL REVENUE	\$ 1,424,479	\$ 2,032,996	\$ 2,055,492
EXPENDITURES			
Personnel	1,064,129	1,244,359	1,266,855
Operating	360,350	788,637	788,637
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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 1,064,129.17	\$ 1,244,359.00	\$ 1,266,855.00
Operating	\$ 360,350.19	\$ 788,637.00	\$ 788,637.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,424,479.36	\$ 2,032,996.00	\$ 2,055,492.00



Major Accomplishments in 2016:

- * State Aid is a basic operating fund from the Texas Juvenile Justice Department covering anything from basic salaries to residential placement.
- * The Parent Education Program, funded by this state aid grant, continues to provide successful education to parents and extended family during in-home sessions.

Goals for 2017:

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

Staff by Classification	FY15	FY16	FY17
Professional	7	8	8
Public Safety	12	6	6

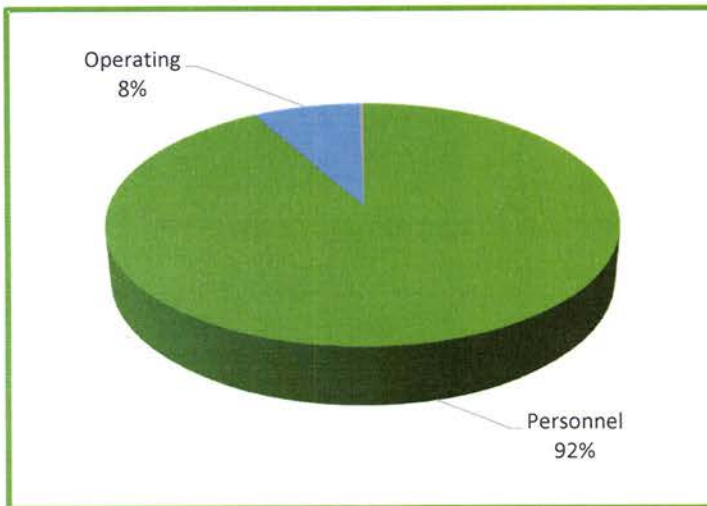
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE DETENTION

G/L 055

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	379,160	-	-
Fees			
Commissions			
Charges for Service	424,554	300,000	350,000
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	2,491,639	3,376,707	3,660,788
TOTAL REVENUE	\$ 3,295,353	\$ 3,676,707	\$ 4,010,788
EXPENDITURES			
Personnel	3,011,832	3,345,135	3,686,716
Operating	269,424	313,572	313,072
Capital	14,096	18,000	11,000
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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 3,011,831.98	\$ 3,345,135.00	\$ 3,686,716.00
Operating	\$ 269,424.32	\$ 313,572.00	\$ 313,072.00
Capital	\$ 14,096.30	\$ 18,000.00	\$ 11,000.00
Total Budget	\$ 3,295,352.60	\$ 3,676,707.00	\$ 4,010,788.00



Major Accomplishments in 2016:

- * Diverted 16 youth from costly residential placements outside of Lubbock County.
- * Numerous youth were diverted from commitment to the state facility.

Goals for 2017:

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

Staff by Classification	FY15	FY16	FY17
Administrative	1	1	1
Professional	5	2	3
Public Safety	47	53	53
Clerical	1	1	1
Regular Part-Time	3	3	3

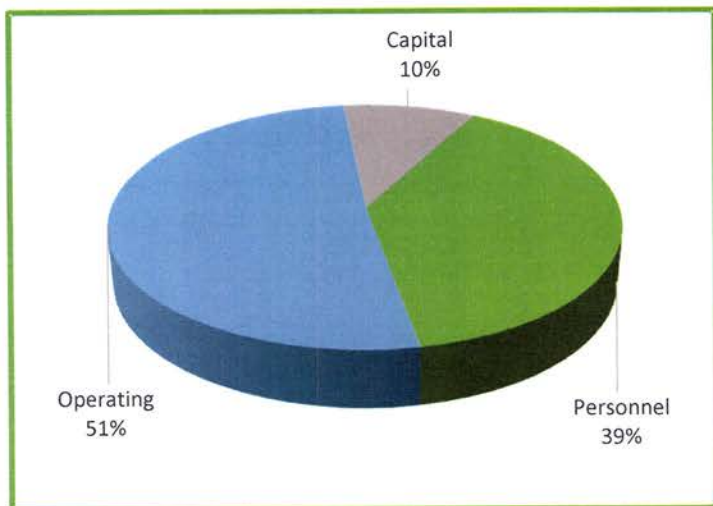
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE FOOD SERVICE

G/L 057

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	140,636	129,284	200,919
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	153,286	182,724	213,690
TOTAL REVENUE	\$ 293,922	\$ 312,008	\$ 414,609
EXPENDITURES			
Personnel	124,916	153,058	162,189
Operating	169,006	158,950	212,420
Capital	-	-	40,000
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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 124,915.53	\$ 153,058.00	\$ 162,189.00
Operating	\$ 169,006.03	\$ 158,950.00	\$ 212,420.00
Capital	\$ -	\$ -	\$ 40,000.00
Total Budget	\$ 293,921.56	\$ 312,008.00	\$ 414,609.00



Major Accomplishments in 2016:

- * 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.

Goals for 2017:

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

Staff by Classification	FY15	FY16	FY17
Trades & Technical	3	3	3

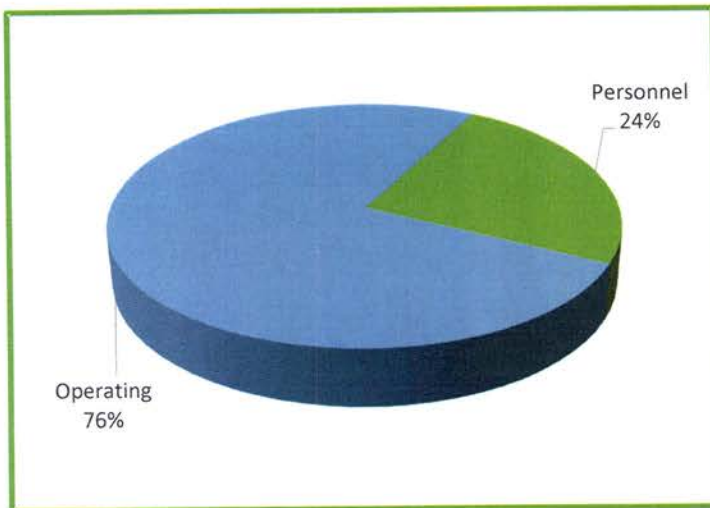
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TITLE IV-E GRANT

G/L 064

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	39,632	99,000	99,000
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	111,101	169,845	171,526
TOTAL REVENUE	\$ 150,733	\$ 268,845	\$ 270,526
EXPENDITURES			
Personnel	60,226	64,445	66,126
Operating	90,507	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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 60,225.90	\$ 64,445.00	\$ 66,126.00
Operating	\$ 90,507.38	\$ 204,400.00	\$ 204,400.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 150,733.28	\$ 268,845.00	\$ 270,526.00



Major Accomplishments in 2016:

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

Goals for 2017:

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

Staff by Classification	FY15	FY16	FY17
Professional	1	1	1

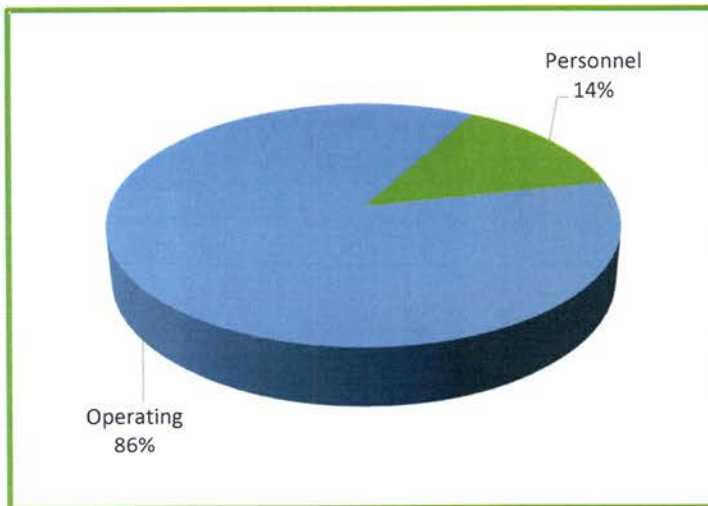
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD RE-ENTRY DRUG COURT

G/L 066

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	46,482	56,030	114,247
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 46,482	\$ 56,030	\$ 114,247
EXPENDITURES			
Personnel	12,369	15,811	15,691
Operating	34,113	40,219	98,556
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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ 12,369.37	\$ 15,811.00	\$ 15,691.00	
Operating	\$ 34,112.91	\$ 40,219.00	\$ 98,556.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 46,482.28	\$ 56,030.00	\$ 114,247.00	



Major Accomplishments in 2016:

* The Re-Entry Court was able to obtain computer software that links to CSCD software and generates mandatory quarterly reporting to the state with the push of a button.

Goals for 2017:

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

Performance Measures	FY14	FY15	FY16
Number of Graduates	N/A	N/A	17

* Employees partially paid from this fund are counted in Criminal District Attorney.

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD DWI COURT

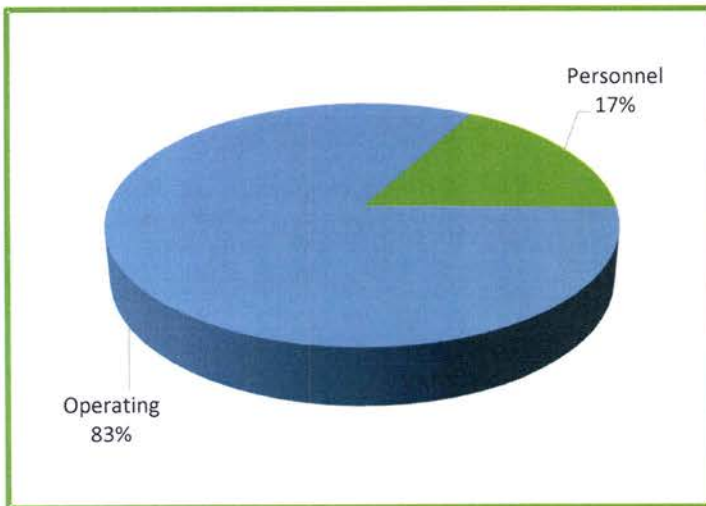
G/L 067

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	42,541	63,557	92,302
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 42,541	\$ 63,557	\$ 92,302
EXPENDITURES			
Personnel	12,369	16,811	15,835
Operating	30,171	46,746	76,467
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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 12,369.37	\$ 16,811.00	\$ 15,835.00
Operating	\$ 30,171.38	\$ 46,746.00	\$ 76,467.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 42,540.75	\$ 63,557.00	\$ 92,302.00



Major Accomplishments in 2016:

* 12 people graduated from DWI court over the course of FY16.

Goals for 2017:

* For FY17, the goal is for 15 more people to graduate.

Performance Measures	FY14	FY15	FY16
Number of Graduates	N/A	N/A	12

* Employees partially paid from this fund are counted in Criminal District Attorney.

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CID FAMILY RECOVERY COURT

G/L 068

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	38,149	54,123	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 38,149	\$ 54,123	\$ -
EXPENDITURES			
Personnel	12,369	16,561	-
Operating	25,779	37,562	-
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 Family Recovery 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 child safety and family reunification.

Adopted Budget for the Fiscal Year 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ 12,369.37	\$ 16,561.00	\$ -	
Operating	\$ 25,779.20	\$ 37,562.00	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 38,148.57	\$ 54,123.00	\$ -	



Major Accomplishments in 2016:

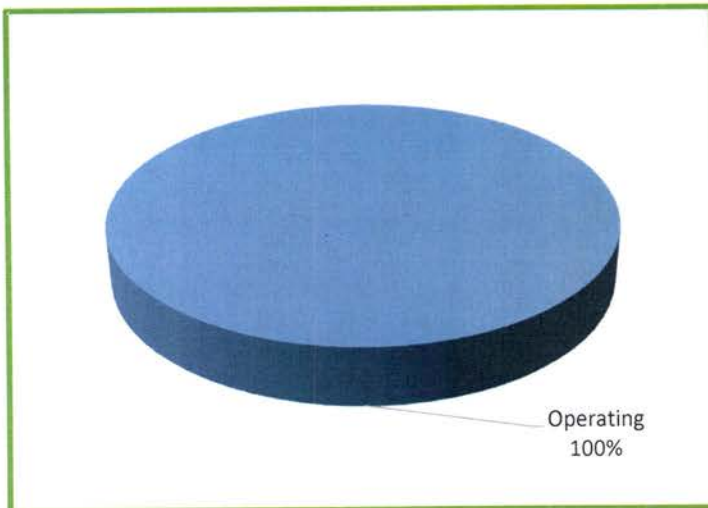
* The Family Recovery Court graduated more than 11 people through the program this year.

Performance Measures	FY14	FY15	FY16
Number of Graduates	N/A	N/A	11

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	44,425	20,000	50,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	2,248	1,598	1,900
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 46,673	\$ 21,598	\$ 51,900
EXPENDITURES			
Personnel	-	-	-
Operating	6,610	10,000	100,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 40,063	\$ 11,598	\$ (48,100)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	122,870	162,933	174,531
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 162,933	\$ 174,531	\$ 126,431

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 6,610.30	\$ 10,000.00	\$ 100,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 6,610.30	\$ 10,000.00	\$ 100,000.00	



Major Accomplishments in 2016:

- * We had 229 active members in our online access system.

Goals for 2017:

- * Our hope is to launch a new version of online access (called case access) that will have greater reliability and be more user friendly.

Performance Measures	FY 14	FY15	FY16
Number of Subscriptions	N/A	N/A	229

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
INDIGENT DEFENSE COORDINATOR PROGRAM

G/L 071

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	-	41,733	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	31,935	-
TOTAL REVENUE	\$ -	\$ 73,668	\$ -
EXPENDITURES			
Personnel	-	59,948	-
Operating	-	13,720	-
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 Indigent Defense Coordinator Program grant was awarded in FY16 to improve the County's appointment process, reduce the administrative time judges spend on appointments, and provide documentation that the County is in compliance with the Fair Defense Act.

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ 59,948.00	\$ -	
Operating	\$ -	\$ 13,720.00	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 73,668.00	\$ -	



Staff by Classification	FY15	FY16	FY17
Clerical	0	1	0

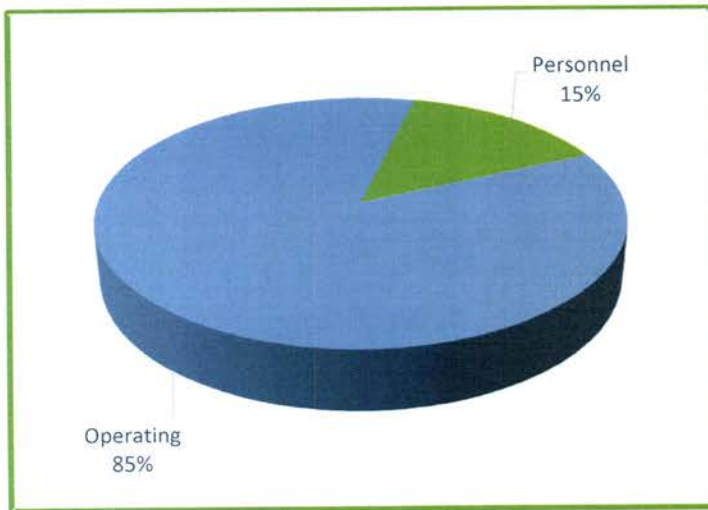
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD DRUG COURT

G/L 072

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	46,612	75,287	107,076
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 46,612	\$ 75,287	\$ 107,076
EXPENDITURES			
Personnel	11,564	16,811	15,609
Operating	35,048	58,476	91,467
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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ 11,564.18	\$ 16,811.00	\$ 15,609.00	
Operating	\$ 35,047.80	\$ 58,476.00	\$ 91,467.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 46,611.98	\$ 75,287.00	\$ 107,076.00	



Major Accomplishments in 2016:

* The Drug Court was able to obtain computer software that links to CSCD software and generates mandatory quarterly reporting to the state with the push of a button.

Goals for 2017:

* 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	FY14	FY15	FY16
Number of Graduates	N/A	N/A	13
Staff by Classification	FY15	FY16	FY17
Clerical	1	0	0

* Employees partially paid from this fund are counted in Criminal District Attorney.

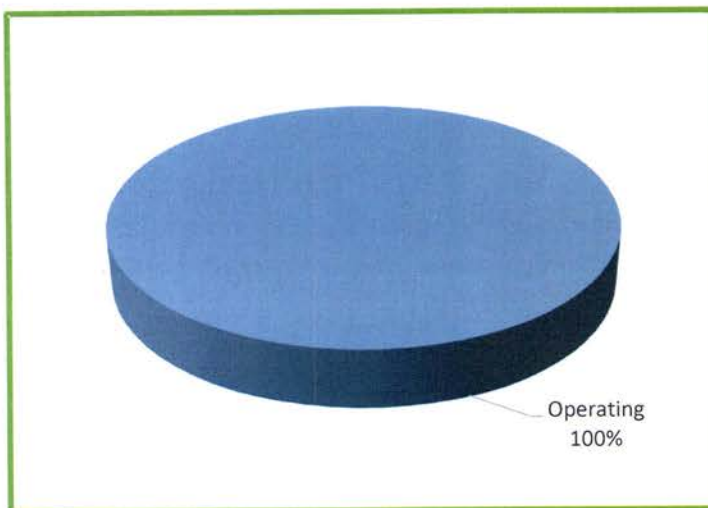
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY DRUG COURT - COURT COST

G/L 074

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	52,201	40,000	46,240
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	2,014	-	2,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 54,215	\$ 40,000	\$ 48,240
EXPENDITURES			
Personnel	-	-	-
Operating	18,412	40,000	48,240
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 35,803	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	104,337	140,140	140,140
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 140,140	\$ 140,140	\$ 140,140

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 18,412.24	\$ 40,000.00	\$ 48,240.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 18,412.24	\$ 40,000.00	\$ 48,240.00	



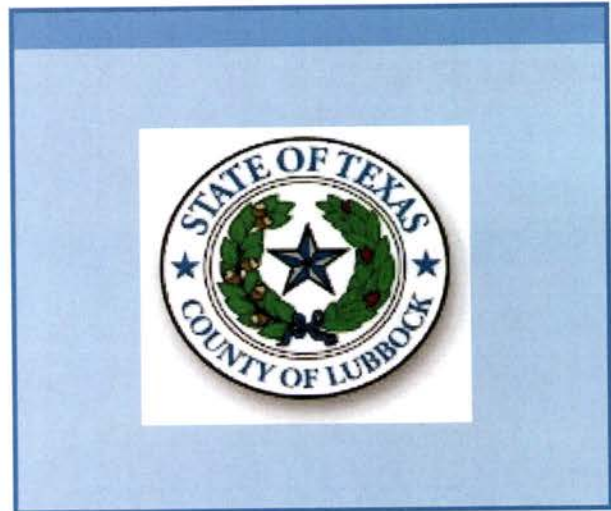
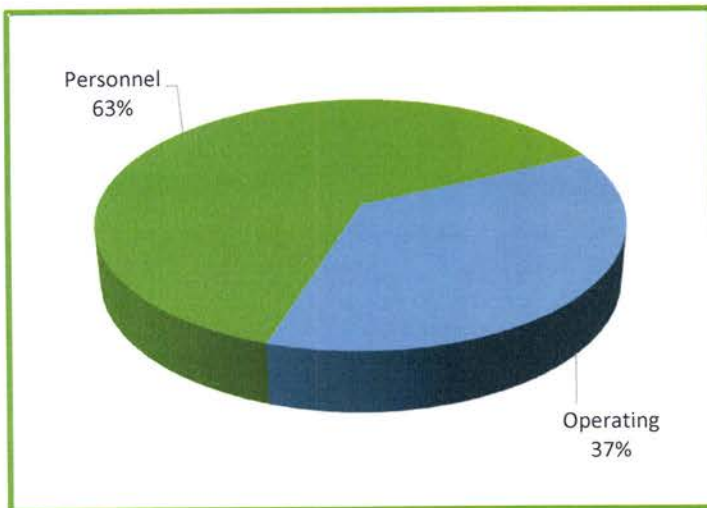
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISPUTE RESOLUTION

G/L 075

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	234	15,000	-
Fees	334,520	315,951	319,705
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 334,753	\$ 330,951	\$ 319,705
EXPENDITURES			
Personnel	212,842	201,412	201,808
Operating	109,256	129,539	117,897
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 12,655	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,021	14,676	14,676
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 14,676	\$ 14,676	\$ 14,676

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 212,842.22	\$ 201,412.00	\$ 201,808.00
Operating	\$ 109,256.12	\$ 129,539.00	\$ 117,897.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 322,098.34	\$ 330,951.00	\$ 319,705.00



Major Accomplishments in 2016:

- * Perfected 2015 and 2016 changes in operation and delivery of services.
- * Refined achievements in 2016.

Goals for 2017:

- * Complete needed legislative housekeeping bills for the department.
- * Develop new ADR class at Law School.

Performance Measures	FY14	FY15	FY16
Inquiries and referrals	3,144	3,077	2,393
Number Assisted	6,042	6,154	4,572
Average Monthly Collections	\$116,515	\$116,335	\$136,928
Training Participants	393	419	242
Number of Training Sessions	15	14	9
Training Hours Provided	225	155	111.5
Staff by Classification	FY15	FY16	FY17
Appointed	1	1	1
Professional	1	1	1
Clerical	1	1	1

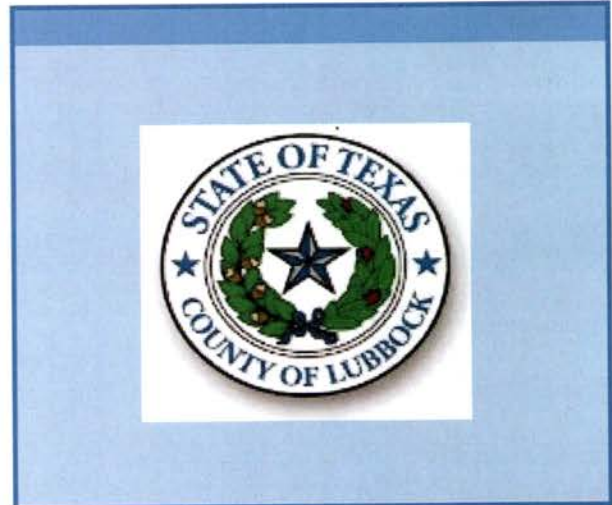
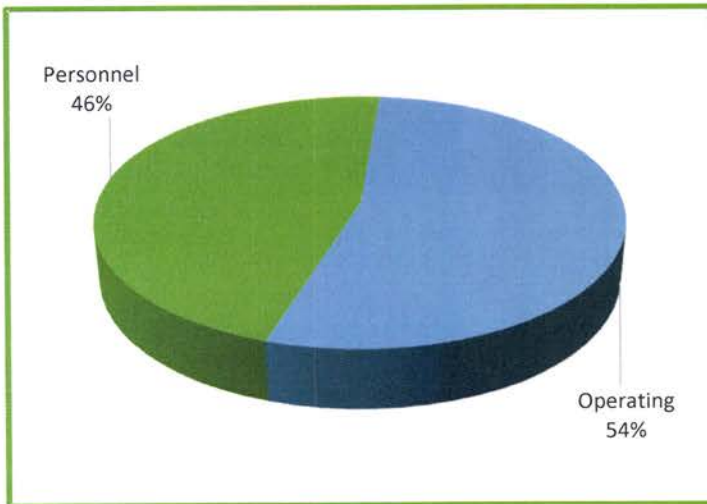
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
USDA AG MEDIATION GRANT

G/L 076

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental	55,899	73,000	73,000
Fees	694	500	500
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue	23,263	28,200	28,200
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 79,856	\$ 101,700	\$ 101,700
EXPENDITURES			
Personnel	39,710	44,999	47,134
Operating	40,147	56,701	54,566
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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 39,709.70	\$ 44,999.00	\$ 47,134.00
Operating	\$ 40,146.72	\$ 56,701.00	\$ 54,566.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 79,856.42	\$ 101,700.00	\$ 101,700.00



Major Accomplishments in 2016:

- * Perfected 2015 and 2016 changes in operation and delivery of services.
- * Refined achievements in 2016.

Goals for 2017:

- * Complete needed legislative housekeeping bills for the department.

Staff by Classification	FY15	FY16	FY17
Professional	0	0	0
Clerical	1	1	1

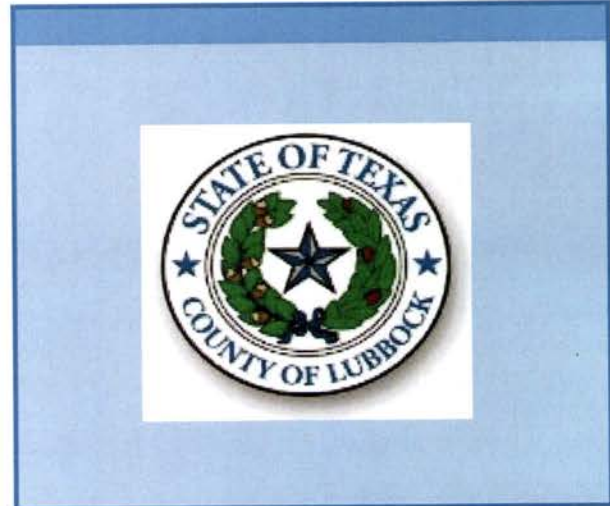
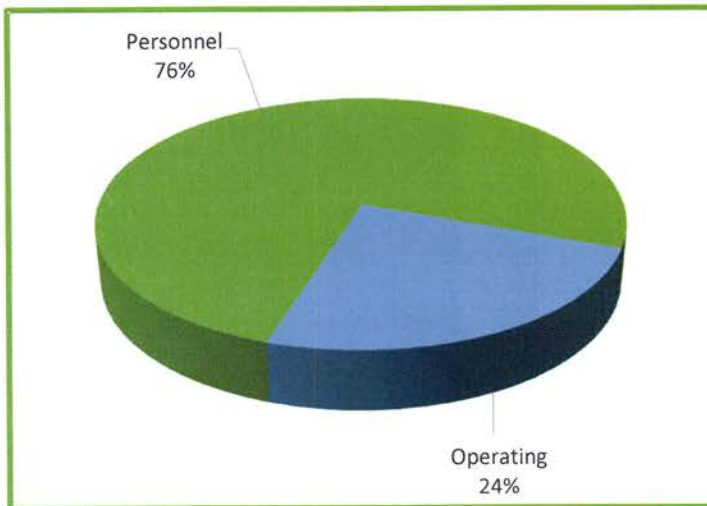
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DOMESTIC RELATIONS OFFICE

G/L 077

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	227,061	217,855	230,200
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 227,061	\$ 217,855	\$ 230,200
EXPENDITURES			
Personnel	147,550	142,235	173,998
Operating	81,981	75,620	56,202
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (2,469)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	14,643	12,174	12,174
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 12,174	\$ 12,174	\$ 12,174

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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 147,549.71	\$ 142,235.00	\$ 173,998.00
Operating	\$ 81,980.71	\$ 75,620.00	\$ 56,202.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 229,530.42	\$ 217,855.00	\$ 230,200.00



Major Accomplishments in 2016:

- * Perfected 2015 and 2016 changes in operation and delivery of services.
- * Refined achievements in 2016.

Goals for 2017:

- * Complete needed legislative housekeeping bills for the department.
- * Implement new adoption evaluations.

Staff by Classification	FY15	FY16	FY17
Clerical	3	3	3

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LAW LIBRARY

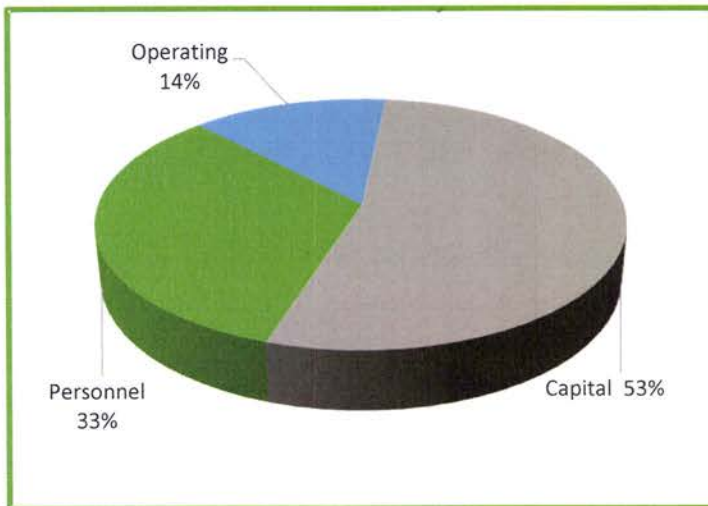
G/L 081

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	184,064	177,000	175,600
Fines/Forfeitures			
Interest			
Other Revenue	1,066	896	785
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	5,000
TOTAL REVENUE	\$ 185,130	\$ 177,896	\$ 181,385
EXPENDITURES			
Personnel	55,891	59,456	60,931
Operating	33,241	29,780	25,600
Capital	81,773	92,230	98,744
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 14,226	\$ (3,570)	\$ (3,890)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	(3,858)	10,368	6,798
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 10,368	\$ 6,798	\$ 2,908

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 55,890.90	\$ 59,456.00	\$ 60,931.00
Operating	\$ 33,241.22	\$ 29,780.00	\$ 25,600.00
Capital	\$ 81,772.67	\$ 92,230.00	\$ 98,744.00
Total Budget	\$ 170,904.79	\$ 181,466.00	\$ 185,275.00



Major Accomplishments in 2016:

- * Completed and printed a directory of both civil and criminal materials accessible on the WestlawNext database.
- * Submitted an article about the Law Library to Law Notes, a publication of the Lubbock Area Bar Association (L.A.B.A). It was published in the June 2016, Vol. 31 No. 10 edition and mailed to every Lubbock attorney.
- * Completed organization of the superseded materials in the book room.

Goals for 2017:

- * Create Subject Guides to provide patrons with lists of recommended current practice materials by subject area.
- * Continue the practice of inserting notices in the weekly L.A.B.A. Bulletin informing the area attorneys of specific content titles available to them on the library's Westlaw database subscription.
- * Explore the feasibility of a County Law Library/Justice Court filing fee.

Performance Measures	FY14	FY15	FY16
Library Patrons	4,950	5,349	4,501
Library Volumes	14,027	14,142	14,268
Texas Law Forms Distributed	N/A	747	748
Inmate Letters Answered	N/A	34	76
Staff by Classification	FY15	FY16	FY17
Professional	1	1	1

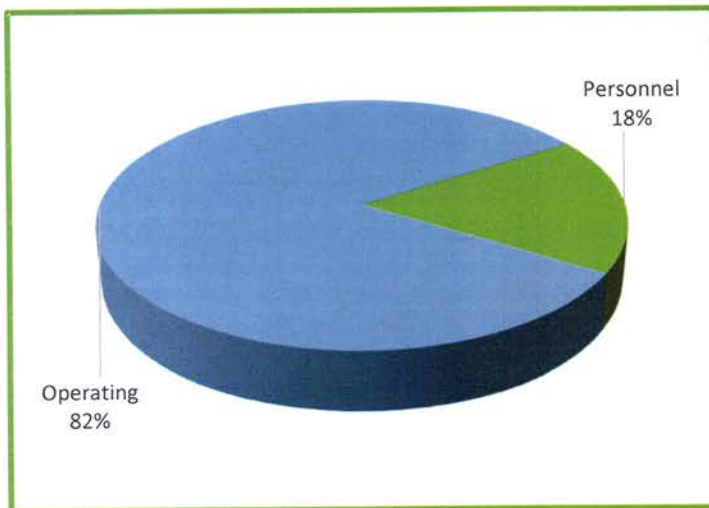
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION SERVICES

G/L 083

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	161,414	700,000	700,000
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 161,414	\$ 700,000	\$ 700,000
EXPENDITURES			
Personnel	28,495	122,785	124,092
Operating	132,919	577,215	575,908
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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 28,495.24	\$ 122,785.00	\$ 124,092.00
Operating	\$ 132,918.69	\$ 577,215.00	\$ 575,908.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 161,413.93	\$ 700,000.00	\$ 700,000.00



Major Accomplishments in 2016:

- * Successfully conducted Democratic and Republican Primaries, City and School Elections, Democratic and Republican Primary Runoff Elections, Lubbock ISD Mandatory Second Election, City of Lubbock Runoff Election, and a Tax Ratification Election for entities within the county.
- * Maintained a balanced election budget.

Goals for 2017:

- * Conduct transparent and equitable elections for those entities that contract with Lubbock County.
- * Conduct a successful November Presidential Election and May City and School Elections.
- * Educate contracting entities and their staff on use of new election equipment if procured in 2017.
- * Train more staff in documenting receipts in order to bill contracting entities for their elections.

Performance Measures	FY 14	FY15	FY16
Number of County Elections	N/A	N/A	6
Number of Contracted Elections	N/A	N/A	14
Election Workers Trained	N/A	N/A	725
Total Mail Ballot Requests	N/A	N/A	8,190

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

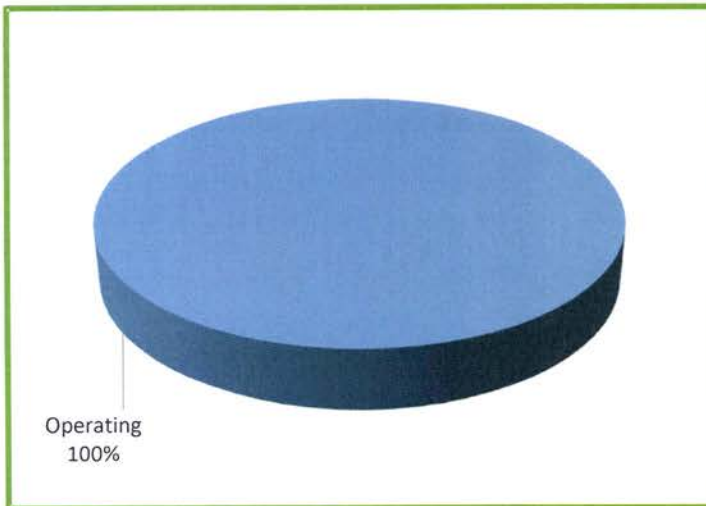
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION ADMINISTRATION FEE

G/L 085

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	37,631	42,000	38,000
Fines/Forfeitures			
Interest	1,827	1,000	1,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 39,458	\$ 43,000	\$ 39,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	43,000	39,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 39,458	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	101,689	141,147	141,147
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 141,147	\$ 141,147	\$ 141,147

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 2016-2017				
	FY15 Actual		FY 16 Estimates	
				FY 17 Budget
Personnel	\$	-	\$	-
Operating	\$	-	\$	43,000.00
Capital	\$	-	\$	-
Total Budget	\$	-	\$	43,000.00
				39,000.00



Performance Measures	FY14	FY15	FY16
Number of Contracts	N/A	N/A	20

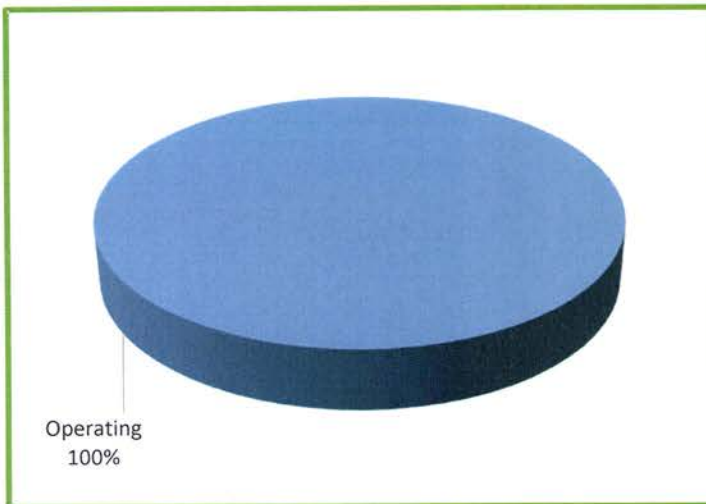
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION EQUIPMENT FUND

G/L 086

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees			
Commissions			
Charges for Service	86,100	30,000	80,000
Fines/Forfeitures			
Interest	5,727	1,658	4,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	5,709,038
TOTAL REVENUE	\$ 91,827	\$ 31,658	\$ 5,793,038
EXPENDITURES			
Personnel	-	-	-
Operating	-	31,658	6,193,038
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 91,827	\$ -	\$ (400,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	332,526	424,353	424,353
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 424,353	\$ 424,353	\$ 24,353

This fund contains monies charged to the parties and entities for the rental of Judge's Booth Controllers, eSlates, and DAU units. Monies expended from this fund are used to replace or to purchase more electronic voting equipment.

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ 31,658.00	\$ 6,193,038.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 31,658.00	\$ 6,193,038.00	



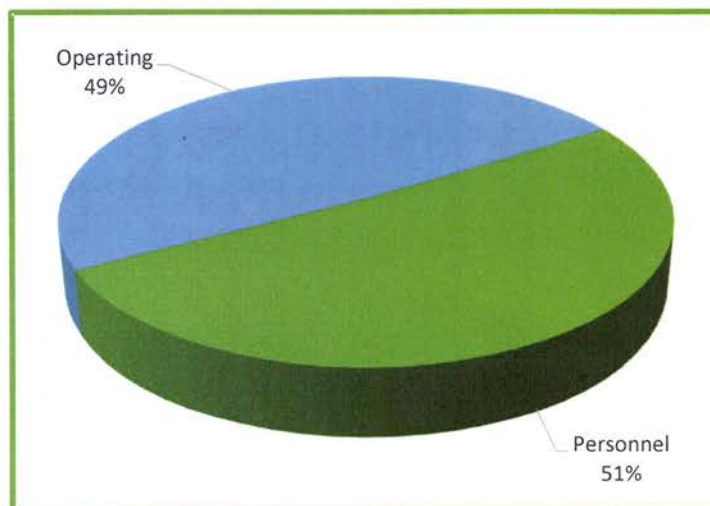
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT CLERK RECORDS PRESERVATION

G/L 090

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	18,062	16,000	17,500
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	1,080	800	738
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 19,142	\$ 16,800	\$ 18,238
EXPENDITURES			
Personnel	83	8,783	21,614
Operating	10,864	13,217	20,650
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 8,195	\$ (5,200)	\$ (24,026)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	68,138	76,333	71,133
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 76,333	\$ 71,133	\$ 47,107

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.

Adopted Budget for the Fiscal Year 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 83.17	\$ 8,783.00	\$ 21,614.00
Operating	\$ 10,863.88	\$ 13,217.00	\$ 20,650.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 10,947.05	\$ 22,000.00	\$ 42,264.00



Major Accomplishments in 2016:

- * Purchased court shucks.
- * Accepted and organized exhibits from court reporters.
- * Assisted retiring court reporters with the transition of exhibits from their storage areas to our exhibit room.
- * Assigned duties of maintaining the exhibits to an experienced deputy clerk who has accepted, recorded and stored the exhibits as received, both for current year and past years.
- * Reviewed State Library guidelines on retention of capital case and permanent exhibits.

Goals for 2017:

- * Work with Courts to receive more exhibits from court reporter closets and destroy those exhibits according to Texas State Library retention schedules.
- * Accurately label, organize and store all exhibits, notes and tapes which are not subject to the Texas State Library retention schedules.
- * Scan all exhibits that are permanent records.

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

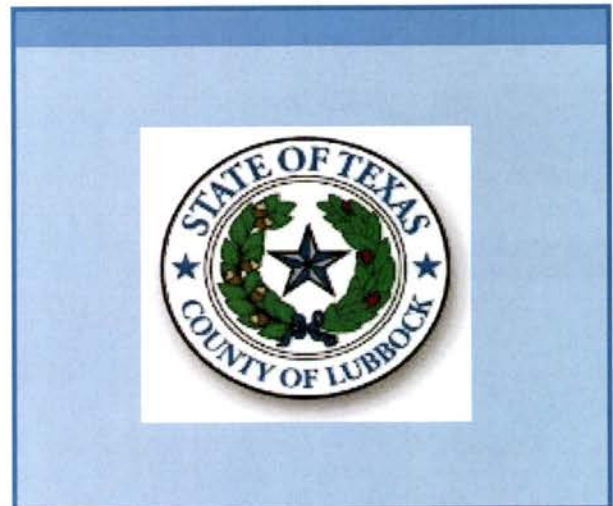
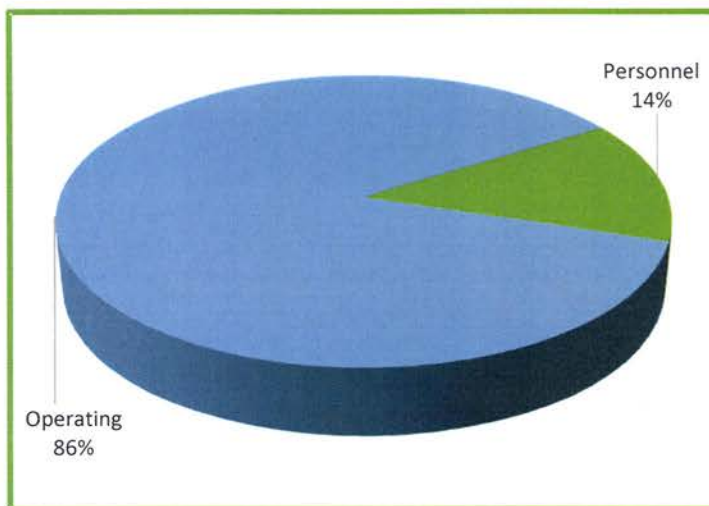
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY CLERK RECORDS PRESERVATION

G/L 091

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	426,174	380,000	450,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	35,040	23,000	22,400
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 461,214	\$ 403,000	\$ 472,400
EXPENDITURES			
Personnel	57,732	62,736	161,932
Operating	245,668	138,406	1,026,144
Capital	236,104	48,858	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (78,289)	\$ 153,000	\$ (715,676)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,344,572	2,266,283	2,419,283
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 2,266,283	\$ 2,419,283	\$ 1,703,607

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.

Adopted Budget for the Fiscal Year 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 57,731.76	\$ 62,736.00	\$ 161,932.00
Operating	\$ 245,667.60	\$ 138,406.00	\$ 1,026,144.00
Capital	\$ 236,103.80	\$ 48,858.00	\$ -
Total Budget	\$ 539,503.16	\$ 250,000.00	\$ 1,188,076.00



Major Accomplishments in 2016:

- * Increased area to be utilized for public research by reclaiming space utilized by title companies.
- * Increased digital data base by back indexing historical documents.
- * Acquired a plotter scanner for plats from the maintenance department.

Goals for 2017:

- * Purchase tables and chairs to increase public work areas.
- * Add two additional public access computers.
- * Provide excellent customer service.

Staff by Classification	FY15	FY16	FY17
Clerical	2	2	2
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COMMISSIONERS' COURT RECORDS PRESERVATION

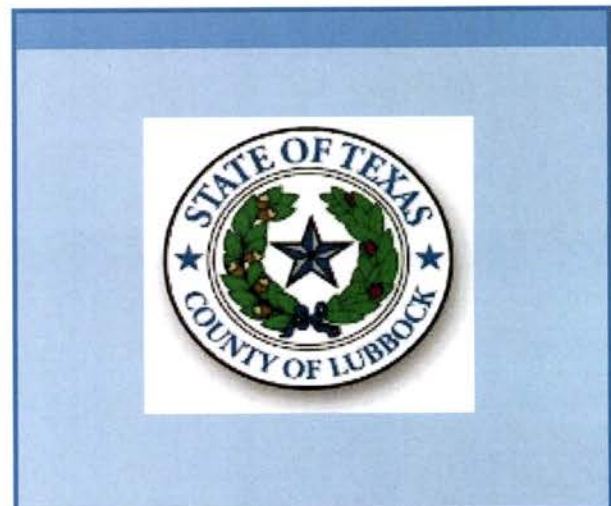
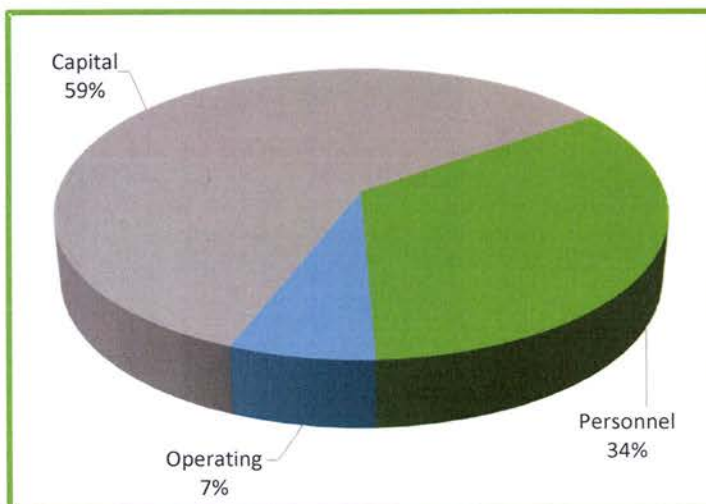
G/L 092

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections			
Intergovernmental			
Fees	93,052	81,500	88,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	8,142	4,400	5,500
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 101,195	\$ 85,900	\$ 93,500
EXPENDITURES			
Personnel	55,600	54,782	65,785
Operating	4,444	10,218	13,000
Capital	-		115,848
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 41,150	\$ 20,900	\$ (101,133)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	522,419	563,569	584,469
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 563,569	\$ 584,469	\$ 483,336

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.

Adopted Budget for the Fiscal Year 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 55,599.76	\$ 54,782.00	\$ 65,785.00
Operating	\$ 4,444.42	\$ 10,218.00	\$ 13,000.00
Capital	\$ -	\$ -	\$ 115,848.00
Total Budget	\$ 60,044.18	\$ 65,000.00	\$ 194,633.00



Major Accomplishments in 2016:

- * Completed the secure destruction of backlogged records for two more departments.
- * Completed inventory of records (open-shelf files, bound books, boxes) in south end of building.

Goals for 2017:

- * Install mobile open-filing system for large record series.
- * Continue working with 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.

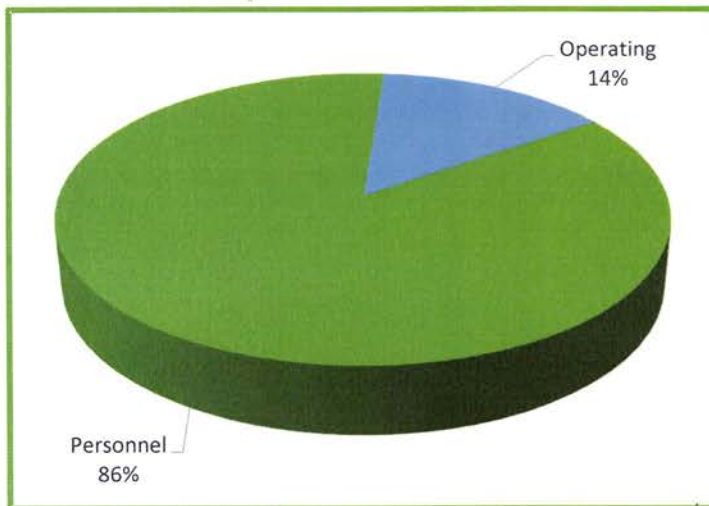
Performance Measures	FY14	FY15	FY16
Records Requests	130	144	176
Number of Boxes of Records	4,281	3,709	3,363
Cubic Feet of Records Destroyed	1,035	1,227	701
Pounds of Microforms Destroyed	2,450	2,450	N/A
Staff by Classification	FY15	FY16	FY17
Professional	1	1	1

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	106,218	115,000	105,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	8	-	-
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 106,226	\$ 115,000	\$ 105,000
EXPENDITURES			
Personnel	103,653	108,890	89,956
Operating	9,822	15,044	15,044
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (7,249)	\$ (8,934)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	23,081	15,832	6,898
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 15,832	\$ 6,898	\$ 6,898

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 2016-2017

	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ 103,653.28	\$ 108,890.00	\$ 89,956.00
Operating	\$ 9,822.12	\$ 15,044.00	\$ 15,044.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 113,475.40	\$ 123,934.00	\$ 105,000.00



Staff by Classification	FY15	FY16	FY17
Public Safety	3	3	3

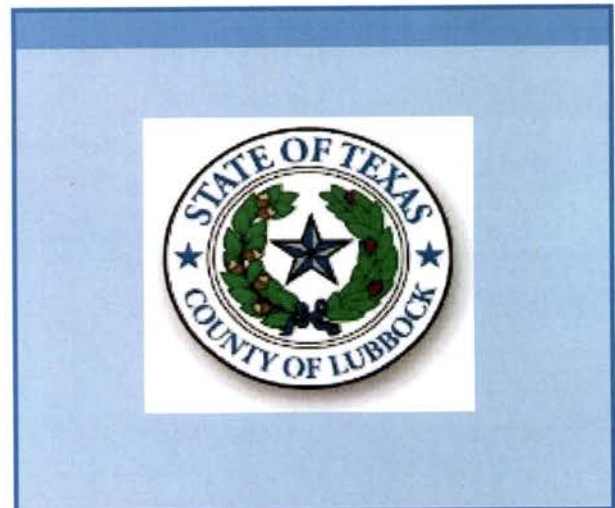
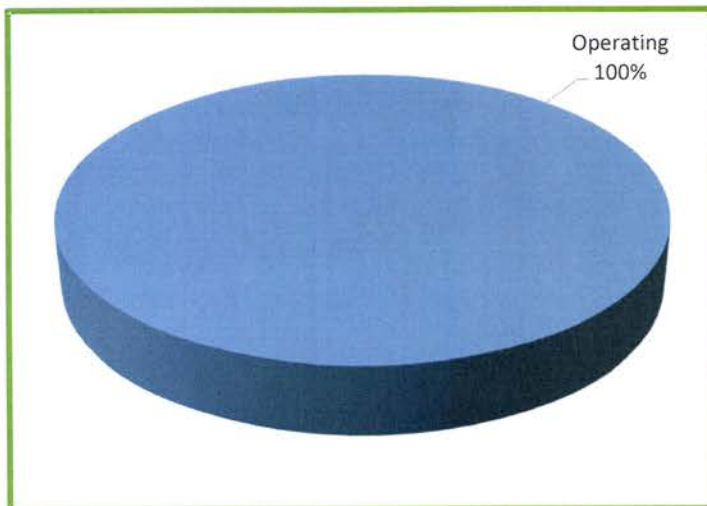
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COURT RECORD PRESERVATION

G/L 094

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	52,733	51,000	48,900
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,140	1,350	1,690
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 54,873	\$ 52,350	\$ 50,590
EXPENDITURES			
Personnel			
Operating	20,045	13,700	50,590
Capital	-	38,650	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 34,828	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	120,537	155,365	155,365
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 155,365	\$ 155,365	\$ 155,365

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.

Adopted Budget for the Fiscal Year 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 20,045.06	\$ 13,700.00	\$ 50,590.00	
Capital	\$ -	\$ 38,650.00	\$ -	
Total Budget	\$ 20,045.06	\$ 52,350.00	\$ 50,590.00	



Major Accomplishments in 2016:

* At a cost of \$10,000.00, record/judgment books stored at the warehouse were restored and preserved.

Goals for 2017:

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

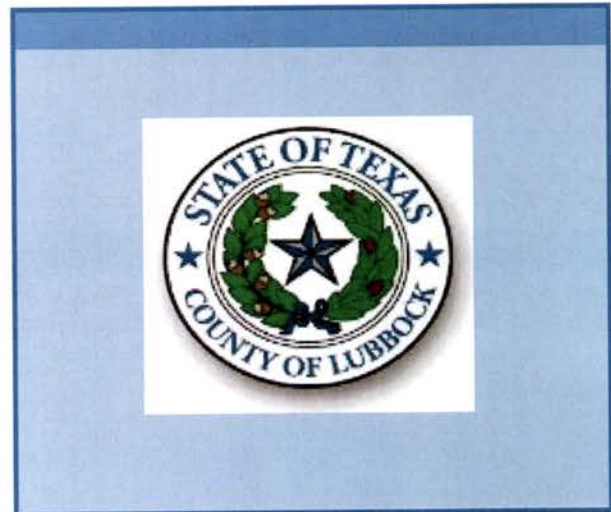
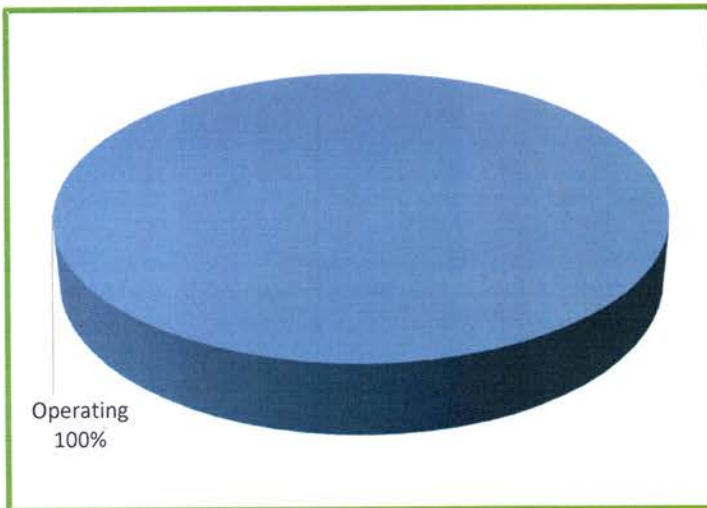
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HISTORIC PRESERVATION

G/L 096

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	730	700	700
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	3,800
TOTAL REVENUE	\$ 730	\$ 700	\$ 4,500
EXPENDITURES			
Personnel			
Operating	-	4,200	12,400
Capital			
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 730	\$ (3,500)	\$ (7,900)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	12,656	13,386	9,886
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 13,386	\$ 9,886	\$ 1,986

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ 4,200.00	\$ 12,400.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 4,200.00	\$ 12,400.00	



Major Accomplishments in 2016:

- * Received the 2015 Distinguished Service Award for the Historical Commission.
- * Completed the Historic Preservation Commission training and review from the Texas Historical Commission.
- * Placed and dedicated two historical markers in Lubbock County.

Goals for 2017:

- * Receive the Distinguished Service Award from the Texas Historical Commission.
- * Work towards the preservation of historical records.
- * Place two historical markers in Lubbock County and hold dedications for those markers.
- * Educate the community on the history of Lubbock County.

Performance Measures	FY14	FY15	FY16
Number of Markers Unveiled	N/A	2	2

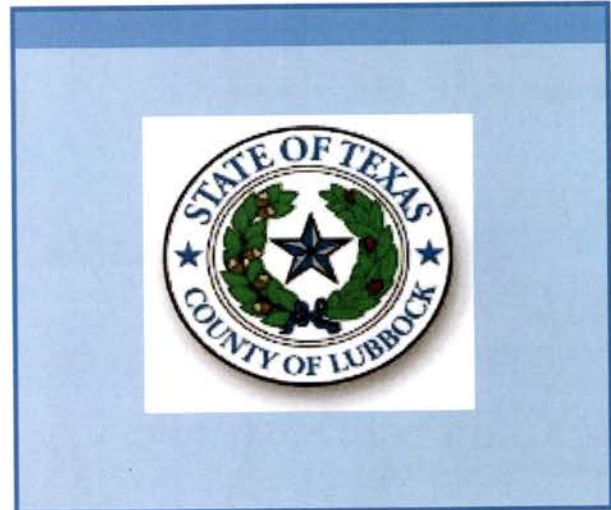
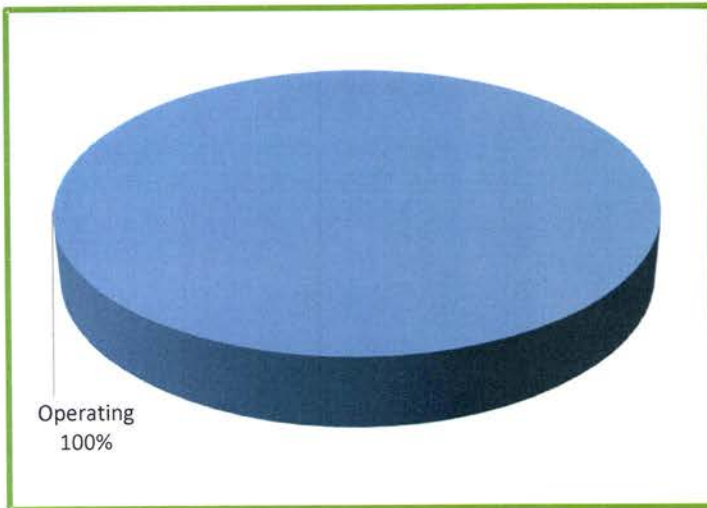
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CHILD ABUSE PREVENTION

G/L 097

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	500	400	400
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	25	25	25
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 525	\$ 425	\$ 425
EXPENDITURES			
Personnel			
Operating	-	425	425
Capital			
OTHER SOURCES (USES)			
Transfers out			
NET REVENUE (EXPENDITURES)	\$ 525	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,353	1,878	1,878
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 1,878	\$ 1,878	\$ 1,878

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 2016-2017				
	FY15 Actual		FY 16 Estimates	FY 17 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ -	\$	425.00	\$ 425.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ -	\$	425.00	\$ 425.00



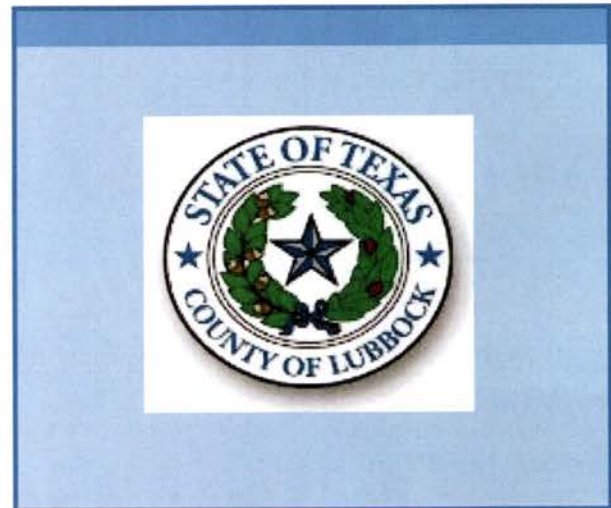
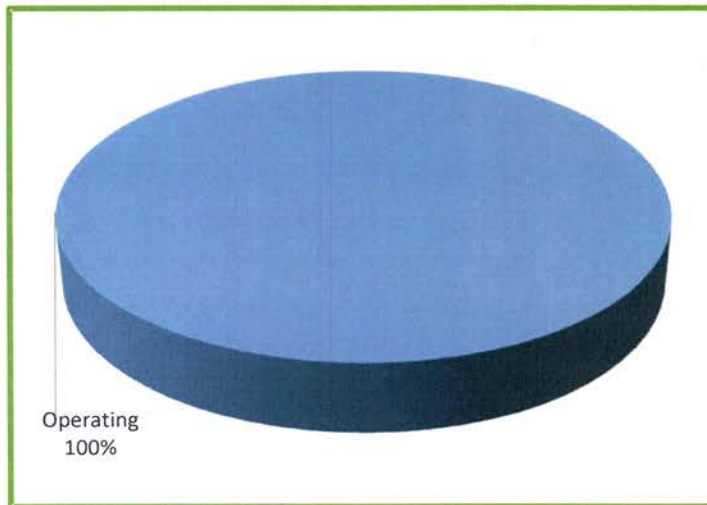
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUSTICE COURT TECHNOLOGY FUND

G/L 098

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	23,468	27,900	32,700
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	4,217	3,000	3,000
Other Revenue	14,071	-	-
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 41,756	\$ 30,900	\$ 35,700
EXPENDITURES			
Personnel	-	-	-
Operating	4,057	25,000	93,088
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 37,699	\$ 5,900	\$ (57,388)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	253,888	291,587	297,487
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 291,587	\$ 297,487	\$ 240,099

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 4,056.63	\$ 25,000.00	\$ 93,088.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 4,056.63	\$ 25,000.00	\$ 93,088.00	



Major Accomplishments in 2016:

- * Automated collections agreements to replace manual agreements.
- * Educated the public on the new phone system.
- * Felony Warrants can now be signed from any location at any time using an electronic format.
- * Purchased an IPAD and application to increase speed and efficiency of felony reviews and processing on after hour filing for the D.A. and law enforcement.

Goals for 2017:

- * Continue to work with the OCA, DPS, and computer center on a project allowing tickets to be downloaded onto our system.
- * Update and improve the County website.
- * Research the feasibility of e-filing in justice courts.
- * Supply a television for the courtroom.

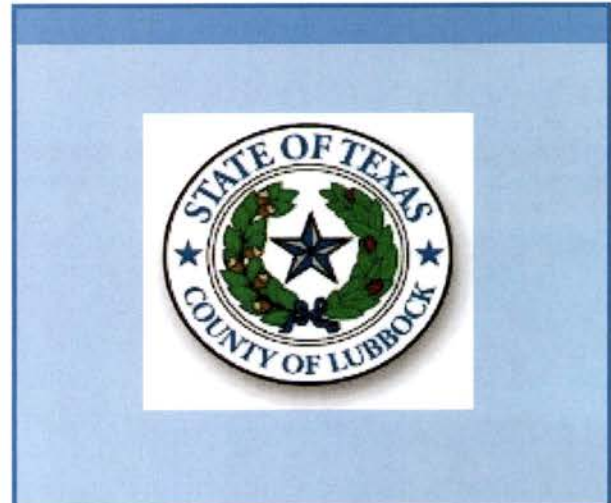
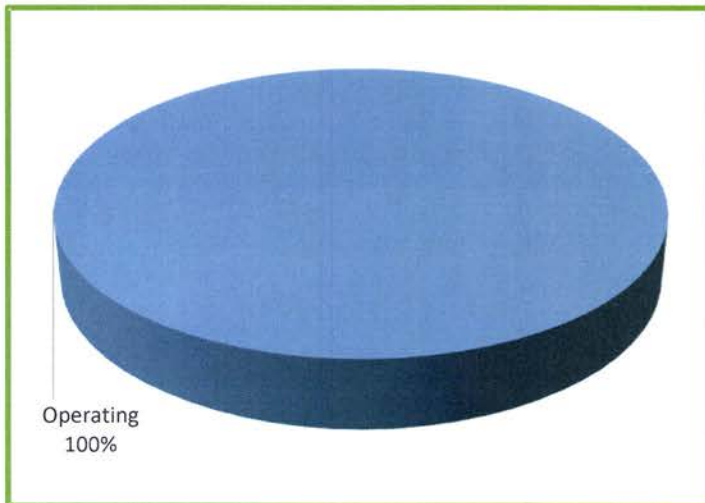
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY AND DISTRICT COURT TECHNOLOG FUND

G/L 099

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	9,378	5,800	8,735
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	564	350	500
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 9,942	\$ 6,150	\$ 9,235
EXPENDITURES			
Personnel			
Operating	1,184	6,150	9,235
Capital			
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 8,758	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	31,529	40,287	40,287
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 40,287	\$ 40,287	\$ 40,287

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 1,184.08	\$ 6,150.00	\$ 9,235.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 1,184.08	\$ 6,150.00	\$ 9,235.00	



Major Accomplishments in 2016:

- * Purchased larger computer monitors for clerk court staff.

Goals for 2017:

- * Purchase additional larger computer monitors for clerk court staff.

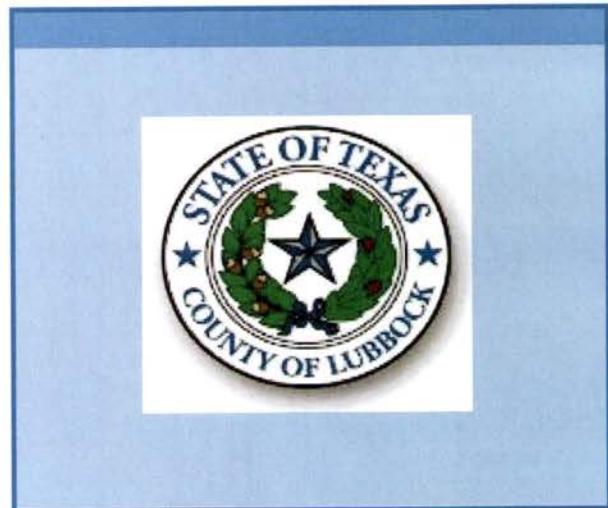
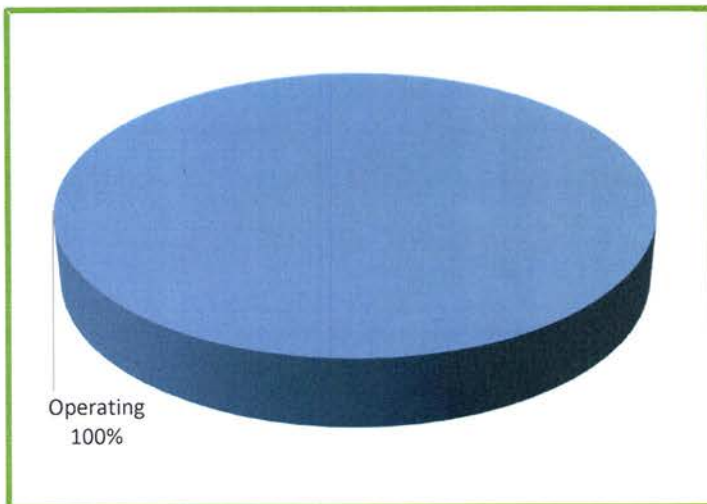
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT COURT RECORD TECHNOLOGY FUND

G/L 102

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	34,546	28,000	31,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	766	375	700
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 35,312	\$ 28,375	\$ 31,700
EXPENDITURES			
Personnel	-	-	-
Operating	8,912	28,375	31,700
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,399	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	33,927	60,326	60,326
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 60,326	\$ 60,326	\$ 60,326

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 8,912.40	\$ 28,375.00	\$ 31,700.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 8,912.40	\$ 28,375.00	\$ 31,700.00	



Major Accomplishments in 2016:

- * Restored and preserved deteriorating record/judgment books.

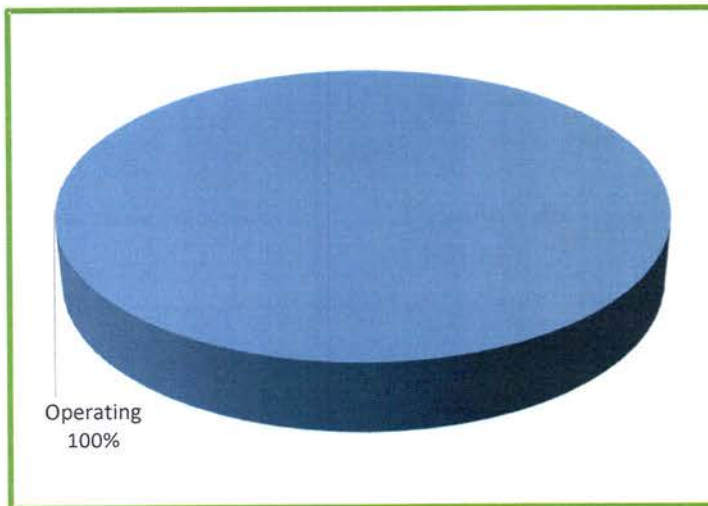
Goals for 2017:

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

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	485,415	425,000	455,310
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	31,526	20,000	24,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 516,941	\$ 445,000	\$ 479,310
EXPENDITURES			
Personnel			
Operating	11,622	1,446,283	900,000
Capital			
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 505,319	\$ (1,001,283)	\$ (420,690)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,778,047	2,283,366	1,282,083
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 2,283,366	\$ 1,282,083	\$ 861,393

Lubbock County has two archive funds. These funds were established through a fee collected of up to \$5 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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 11,621.80	\$ 1,446,283.00	\$ 900,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 11,621.80	\$ 1,446,283.00	\$ 900,000.00	



Major Accomplishments in 2016:

- * Moved all historical films to a new records retention facility in Dallas.
- * Increased database by indexing historical documents.

Goals for 2017:

- * Re-create additional damaged books.
- * Download additional document images into current database.
- * Continue indexing historical documents and Commissioners' Court minutes.

Performance Measures	FY14	FY15	FY16
Number of Books Restored	N/A	N/A	10

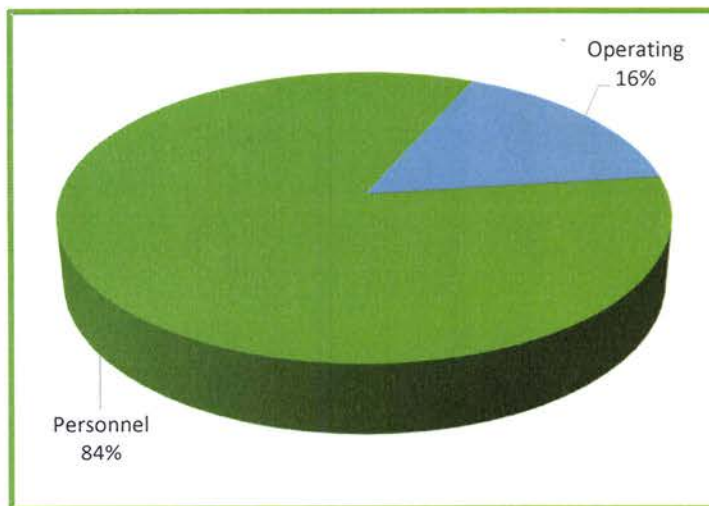
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
REGIONAL PUBLIC DEFENDER

G/L 113

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	4,864,502	4,820,661	4,149,788
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	19,819	-	-
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	144,659	144,651	84,051
TOTAL REVENUE	\$ 5,028,979	\$ 4,965,312	\$ 4,233,839
EXPENDITURES			
Personnel	3,685,969	4,043,630	4,043,630
Operating	863,723	921,682	792,897
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 479,287	\$ -	\$ (602,688)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,116,317	1,595,604	1,595,604
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 1,595,604	\$ 1,595,604	\$ 992,916

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 178 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 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 3,685,969.22	\$ 4,043,630.00	\$ 4,043,630.00
Operating	\$ 863,722.77	\$ 921,682.00	\$ 792,897.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,549,691.99	\$ 4,965,312.00	\$ 4,836,527.00



Major Accomplishments in 2016:

- * Received general revenue funds from TIDC.
- * Dropped participation fees that allowed 20 new counties to join the program.
- * Had 178 counties in the program for FY16 & FY17.

Goals for 2017:

- * Expand offices and open office in Hidalgo County.
- * Continue to receive general revenue funds from TIDC.
- * Try and match cases closed in FY16.

Performance Measures	FY14	FY15	FY16
Cases Opened	N/A	13	14
Cases Closed	N/A	14	11
Staff by Classification	FY15	FY16	FY17
Appointed	21	21	21
Administrative	1	1	1
Professional	15	15	15
Public Safety	8	8	8
Clerical	10	10	10

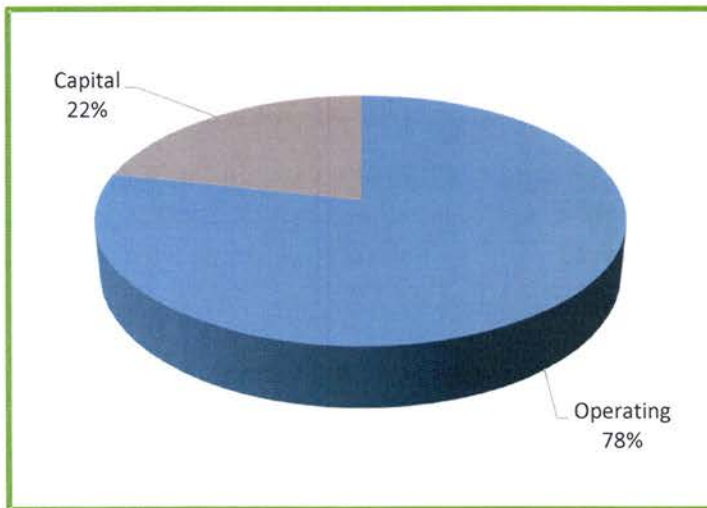
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHERIFF CONTRABAND

G/L 122

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	100,154	600,000	500,000
Commissions	10,374	1,000	1,000
Charges for Service	12,845	400	10,000
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 123,373	\$ 601,400	\$ 511,000
EXPENDITURES			
Personnel	-	-	-
Operating	254,334	501,400	401,000
Capital	70,164	100,000	110,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (201,125)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	982,634	781,509	781,509
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 781,509	\$ 781,509	\$ 781,509

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

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 254,334.07	\$ 501,400.00	\$ 401,000.00	
Capital	\$ 70,163.88	\$ 100,000.00	\$ 110,000.00	
Total Budget	\$ 324,497.95	\$ 601,400.00	\$ 511,000.00	



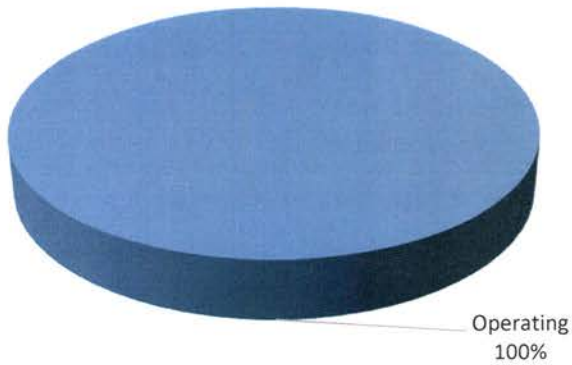
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
INMATE SUPPLY

G/L 124

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	3,114	3,500	1,000
Other Revenue	787,602	625,000	779,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 790,716	\$ 628,500	\$ 780,000
EXPENDITURES			
Personnel	-	-	-
Operating	503,732	628,500	780,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 286,984	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,970,260	2,257,244	2,257,244
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 2,257,244	\$ 2,257,244	\$ 2,257,244

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 503,732.17	\$ 628,500.00	\$ 780,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 503,732.17	\$ 628,500.00	\$ 780,000.00	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
VINE

G/L 126

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	27,715	-	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 27,715	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	27,715	-	-
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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 27,715.32	\$ -	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ 27,715.32	\$ -	\$ -	-



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	138,154	-	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	(5,427)	-	-
TOTAL REVENUE	\$ 132,728	\$ -	\$ -
EXPENDITURES			
Personnel			
Operating	20,138	-	-
Capital	112,590	-	-
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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 20,137.75	\$ -	\$ -	
Capital	\$ 112,590.00	\$ -	\$ -	
Total Budget	\$ 132,727.75	\$ -	\$ -	



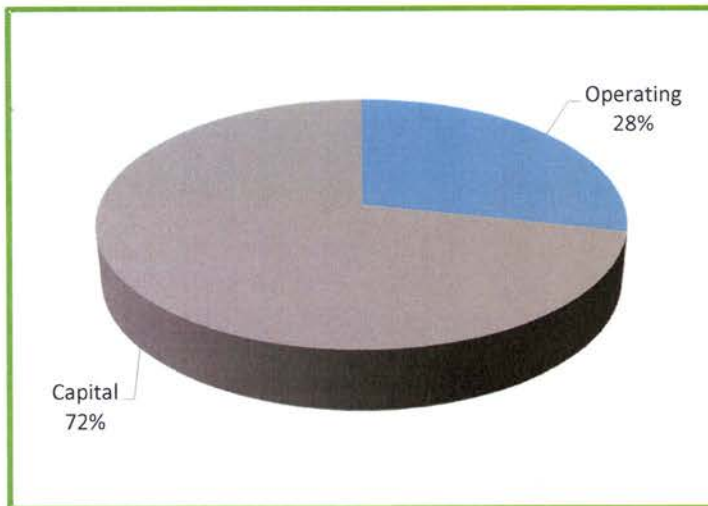
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LEOSE - SHERIFF

G/L 142

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	83,581
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	300
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	59,021	-
TOTAL REVENUE	\$ -	\$ 59,021	\$ 83,881
EXPENDITURES			
Personnel	-	-	-
Operating	-	39,021	23,881
Capital	-	20,000	60,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ 39,021.00	\$ 23,881.00	
Capital	\$ -	\$ 20,000.00	\$ 60,000.00	
Total Budget	\$ -	\$ 59,021.00	\$ 83,881.00	



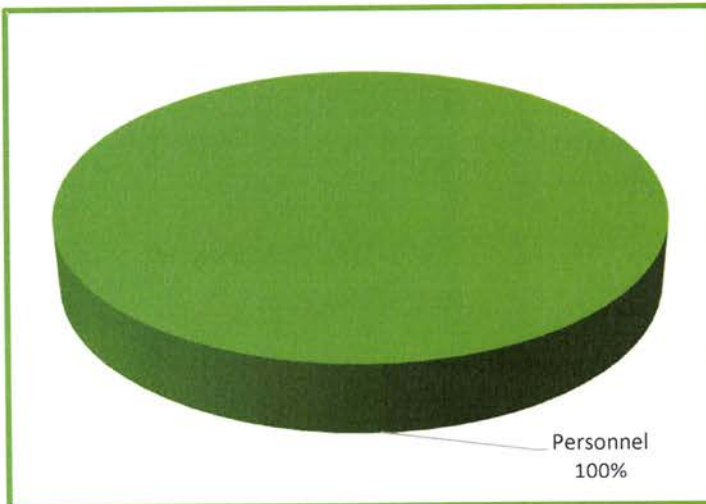
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHERIFF COMMISSARY SALARY

G/L 145

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	485,248	517,073
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ -	\$ 485,248	\$ 517,073
EXPENDITURES			
Personnel	-	485,248	517,073
Operating	-	-	-
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 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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ 485,248.00	\$ 517,073.00	
Operating	\$ -	\$ -	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 485,248.00	\$ 517,073.00	



Staff by Classification	FY15	FY16	FY17
Professional	0	3	3
Trades & Technical	0	1	1
Public Safety	0	2	2
Clerical	0	1	1
Regular Part-Time	0	0	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LECD GRANT EMERGENCY COMMUNICATIONS

G/L 146

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	15,885	-	-
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 15,885	\$ -	\$ -
EXPENDITURES			
Personnel			
Operating	-	-	-
Capital	15,885	-	-
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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ -	\$ -	\$ -	-
Capital	\$ 15,885.00	\$ -	\$ -	-
Total Budget	\$ 15,885.00	\$ -	\$ -	-



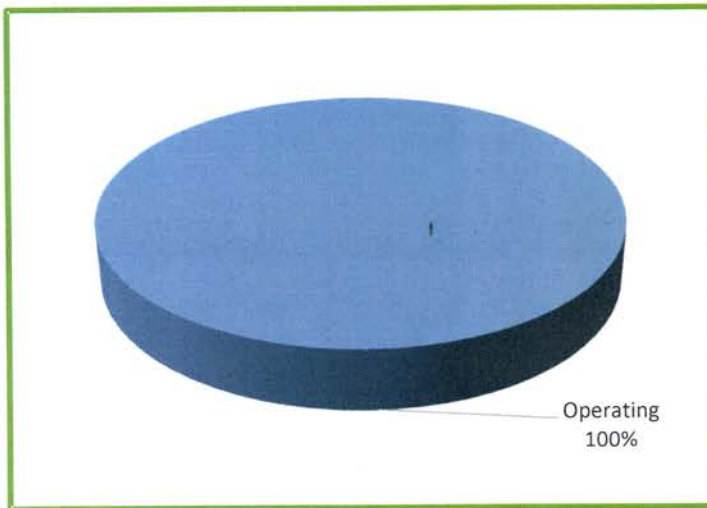
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA BUSINESS CRIMES

G/L 161

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	117,291	130,000	85,000
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	491	650	400
Other Revenue	33,298	32,000	21,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 151,080	\$ 162,650	\$ 106,400
EXPENDITURES			
Personnel	62,647	-	-
Operating	113,985	162,650	106,400
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (25,551)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	73,115	47,564	47,564
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 47,564	\$ 47,564	\$ 47,564

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ 62,646.71	\$ -	\$ -	
Operating	\$ 113,984.81	\$ 162,650.00	\$ 106,400.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 176,631.52	\$ 162,650.00	\$ 106,400.00	



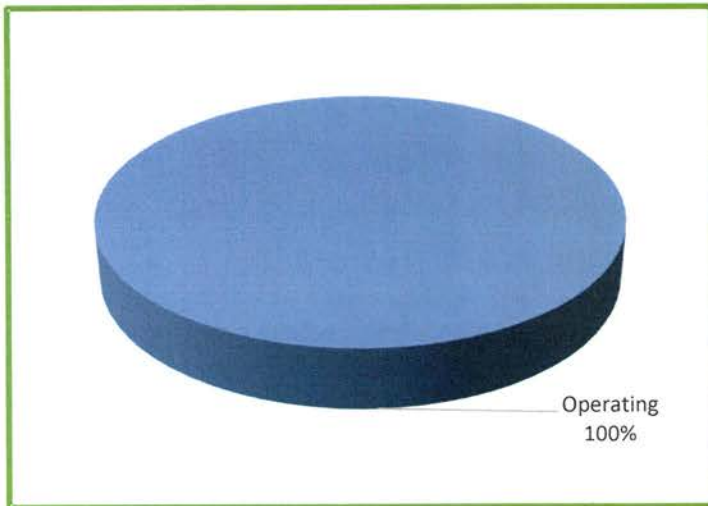
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA CONTRABAND

G/L 163

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	345	500	160
Other Revenue	223,222	200,000	150,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 223,567	\$ 200,500	\$ 150,160
EXPENDITURES			
Personnel	-	-	-
Operating	252,936	200,500	150,160
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (29,369)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	44,762	15,393	15,393
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 15,393	\$ 15,393	\$ 15,393

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 2016-2017			
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 252,935.78	\$ 200,500.00	\$ 150,160.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 252,935.78	\$ 200,500.00	\$ 150,160.00



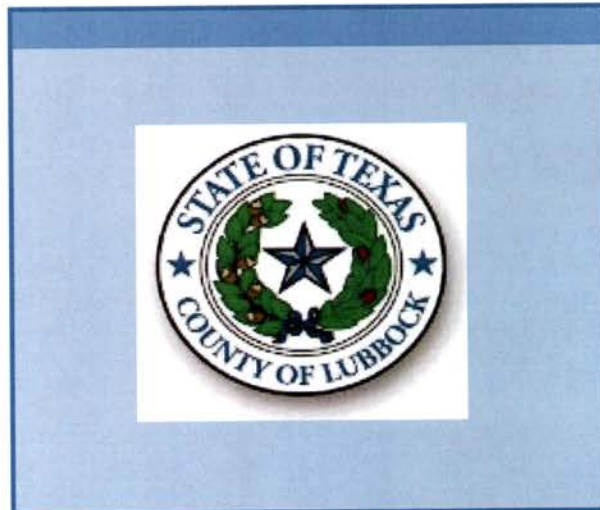
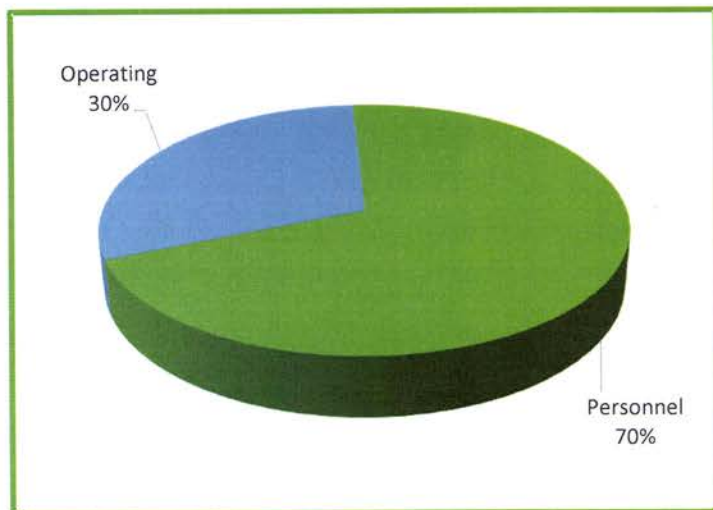
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SOUTH PLAINS AUTO TASK FORCE GRANT

G/L 164

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	374,105	542,620	404,523
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue	45,000	114,367	130,304
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	143,534	132,511	135,505
TOTAL REVENUE	\$ 562,638	\$ 789,498	\$ 670,332
EXPENDITURES			
Personnel	433,659	468,663	467,936
Operating	128,980	320,835	202,396
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 433,658.76	\$ 468,663.00	\$ 467,936.00
Operating	\$ 128,979.55	\$ 320,835.00	\$ 202,396.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 562,638.31	\$ 789,498.00	\$ 670,332.00



Major Accomplishments in 2016:

- * The South Plains Auto Theft Task Force increased the recovery rate by 33%, which was 187 vehicles.
- * Total task force recoveries were \$3,018,415, including \$2,918,473 in stolen vehicles.
- * A total of 84 suspects were arrested and 87 criminal charges filed due to task force investigations.
- * 104 cases were cleared with 74 being cleared by charges filed or exceptionally cleared.

Goals for 2017:

- * Increase the recovery rate of stolen vehicles.
- * Increase the clearance rate of motor vehicle thefts.
- * Increase the number of persons arrested for motor vehicle theft.
- * Increase the clearance rate of motor vehicle burglary.
- * Increase the number of persons arrested for motor vehicle burglary.

Staff by Classification	FY15	FY16	FY17
Administrative	1	1	1
Public Safety	4	4	4
Clerical	1	1	1

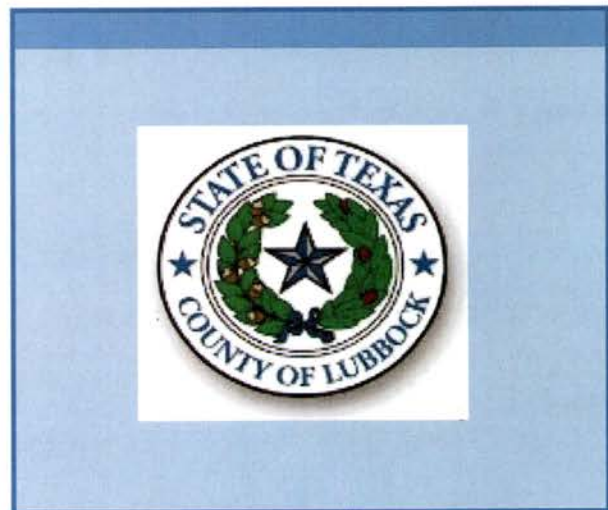
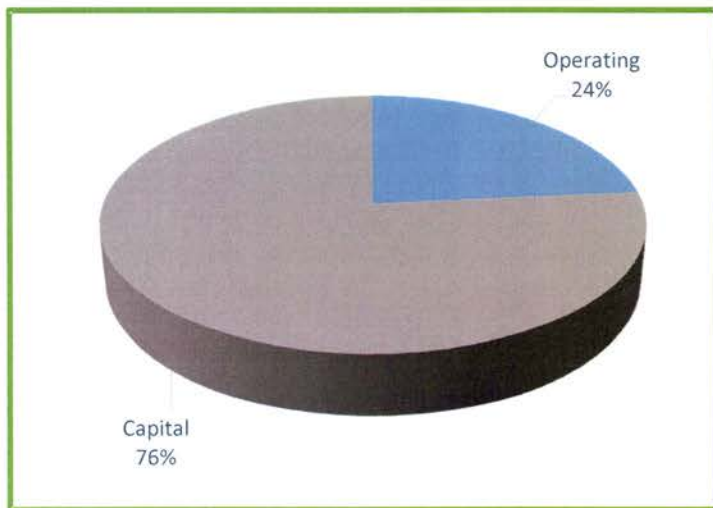
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JAG - JUSTICE ASSISTANCE GRANT

G/L 166

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	12,304	-	155,164
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	959	-	-
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 13,264	\$ -	\$ 155,164
EXPENDITURES			
Personnel	-	-	-
Operating	13,264	-	36,549
Capital	-	-	118,615
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 13,263.79	\$ -	\$ 36,549.00	
Capital	\$ -	\$ -	\$ 118,615.00	
Total Budget	\$ 13,263.79	\$ -	\$ 155,164.00	



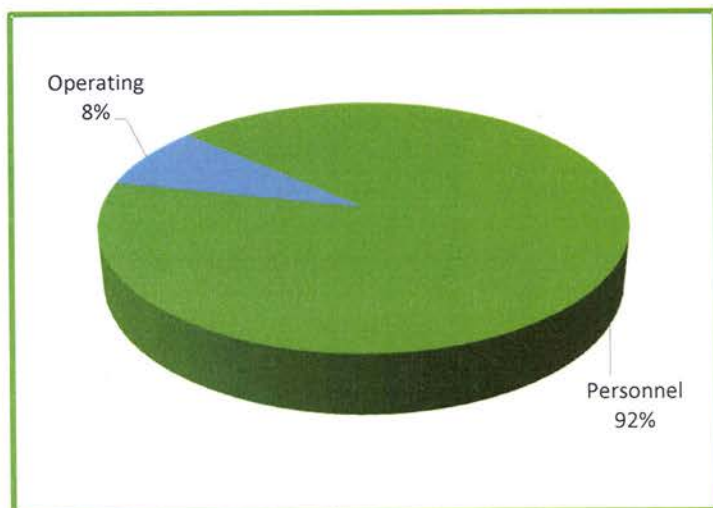
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA VICTIM ADVOCACY (VOCA) GRANT

G/L 171

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	96,338
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	24,085
TOTAL REVENUE	\$ -	\$ -	\$ 120,423
EXPENDITURES			
Personnel	-	-	110,573
Operating	-	-	9,850
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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ 110,573.00	
Operating	\$ -	\$ -	\$ 9,850.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 120,423.00	



Staff by Classification	FY15	FY16	FY17
Professional	1	1	0
Clerical	1	1	2

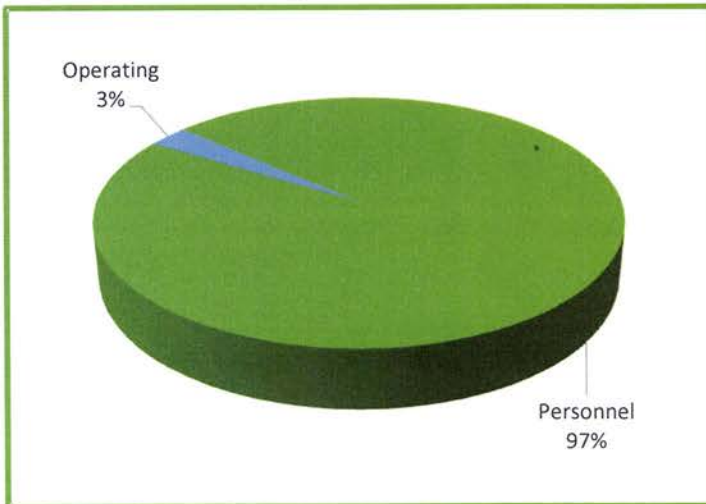
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DOMESTIC VIOLENCE PROSECUTION GRANT

G/L 175

	2014-2015 Actuals		2015-2016 Estimates		2016-2017 Budget	
REVENUES						
Tax Collections	\$	-	\$	-	\$	-
Intergovernmental		85,911		75,750		68,675
Fees						
Commissions						
Charges for Service						
Fines/Forfeitures						
Interest						
Other Revenue						
Licenses/Permits						
OTHER REVENUE SOURCES						
Transfers In		46,260		61,355		36,979
TOTAL REVENUE	\$	132,170	\$	137,105	\$	105,654
EXPENDITURES						
Personnel		128,930		130,785		102,654
Operating		3,240		6,320		3,000
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 Domestic Violence Prosecution grant program provides assistance in developing and strengthening effective law enforcement, prosecution, and court strategies to combat violent crimes against women and in developing and strengthening victim services in such cases.

Adopted Budget for the Fiscal Year 2016-2017			
	FY15 Actual	FY 16 Estimates	FY 17 Budget
Personnel	\$ 128,930.38	\$ 130,785.00	\$ 102,654.00
Operating	\$ 3,239.80	\$ 6,320.00	\$ 3,000.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 132,170.18	\$ 137,105.00	\$ 105,654.00



Staff by Classification	FY15	FY16	FY17
Professional	1	1	1
Clerical	1	1	0

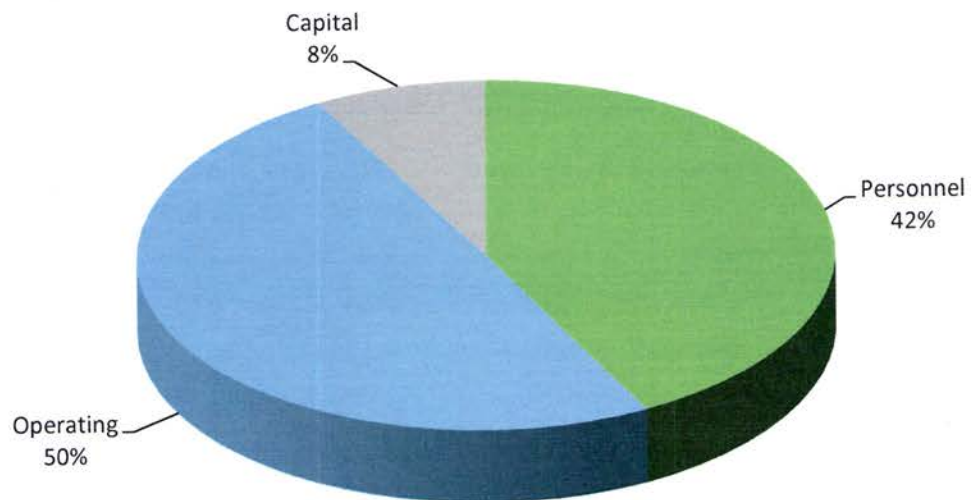
Lubbock County, Texas
Adopted Budget
FY 2016 - 2017



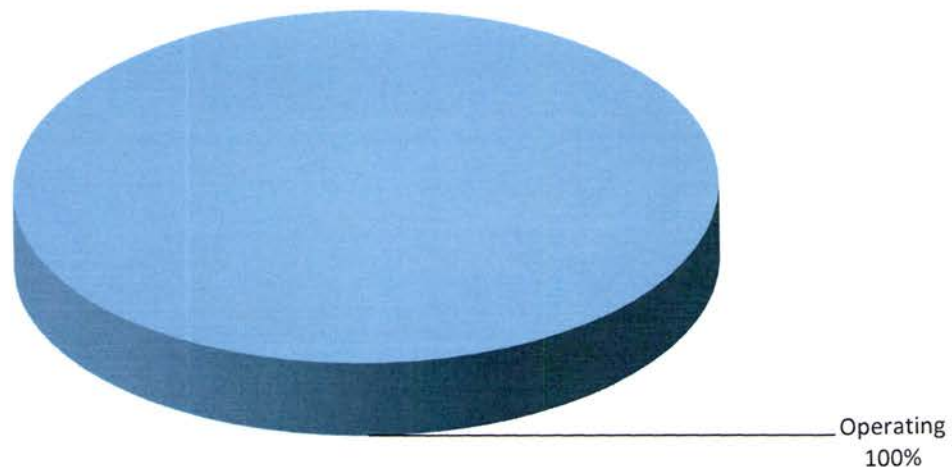
Debt Service Funds
Revenue & Expenditure
Summaries

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

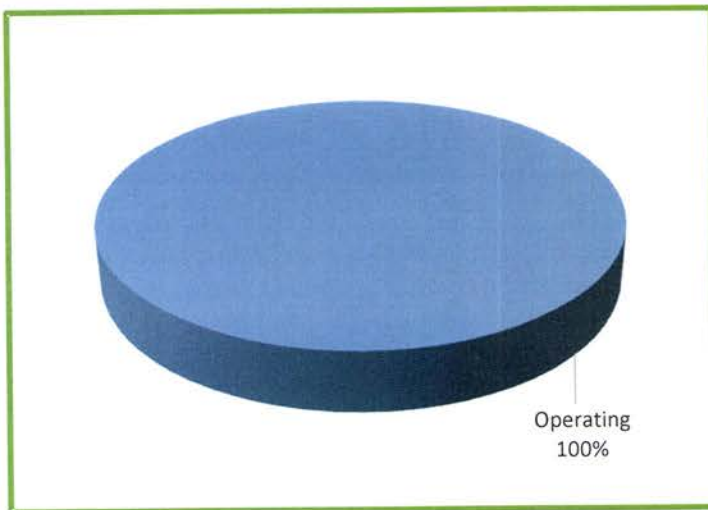


All Debt Service Funds

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 6,041,072	\$ 6,152,369	\$ 6,400,410
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	29,244	25,000	22,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 6,070,316	\$ 6,177,369	\$ 6,422,410
EXPENDITURES			
Personnel	-	-	-
Operating	6,317,763	6,318,825	6,422,410
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (247,447)	\$ (141,456)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,301,877	1,054,430	912,974
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 1,054,430	\$ 912,974	\$ 912,974

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.

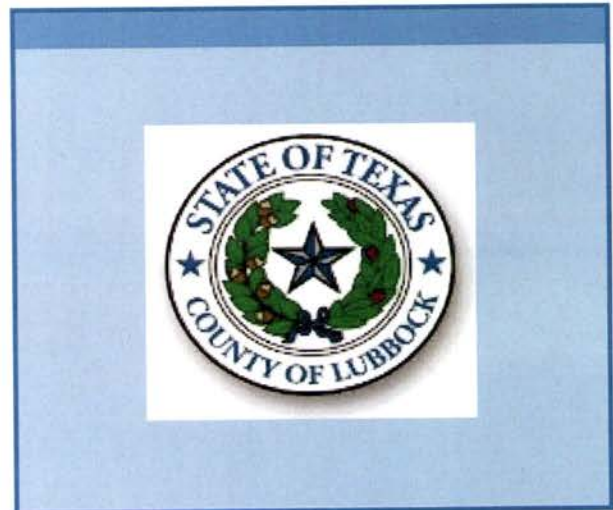
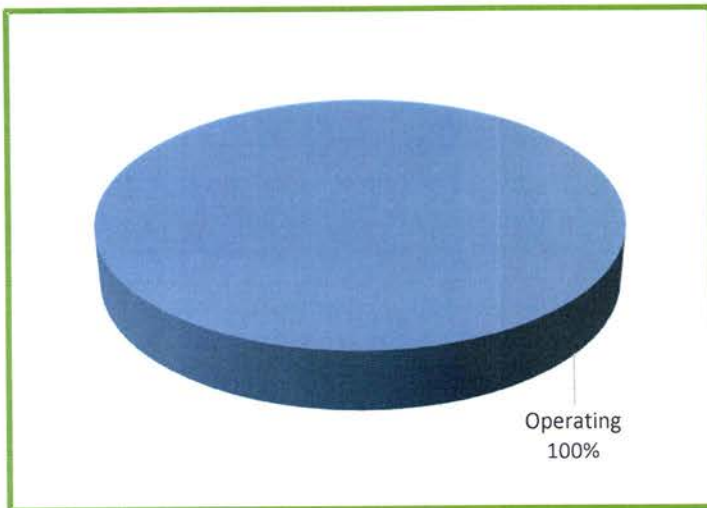
Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 6,317,762.50	\$ 6,318,825.00	\$ 6,422,410.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 6,317,762.50	\$ 6,318,825.00	\$ 6,422,410.00	



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 1,247,076	\$ 1,257,613	\$ 1,255,989
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	1,455	2,500	2,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 1,248,531	\$ 1,260,113	\$ 1,257,989
EXPENDITURES			
Personnel	-	-	-
Operating	1,244,825	1,243,025	1,257,989
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 3,706	\$ 17,088	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance		3,706	20,794
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 3,706	\$ 20,794	\$ 20,794

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.

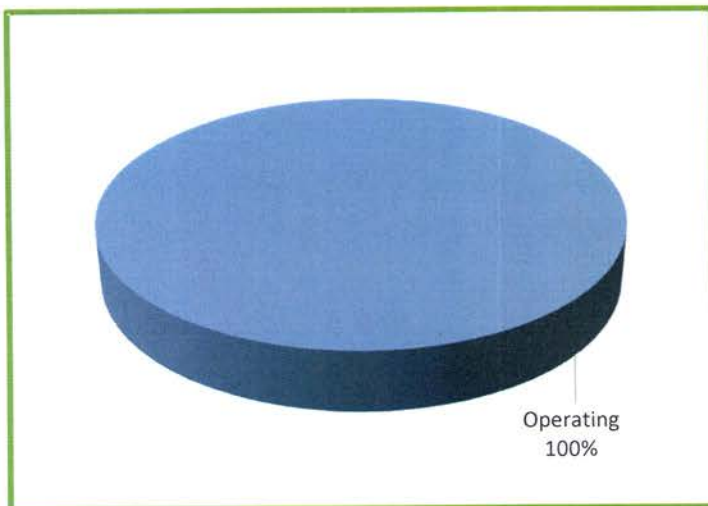
Adopted Budget for the Fiscal Year 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 1,244,825.00	\$ 1,243,025.00	\$ 1,257,989.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 1,244,825.00	\$ 1,243,025.00	\$ 1,257,989.00	



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ 167,818	\$ 170,098	\$ 178,322
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	3,326	2,500	2,000
TOTAL REVENUE	\$ 171,144	\$ 172,598	\$ 180,322
EXPENDITURES			
Personnel	-	-	-
Operating	173,950	174,700	180,322
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (2,806)	\$ (2,102)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	179,965	177,159	175,057
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 177,159	\$ 175,057	\$ 175,057

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 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 173,950.00	\$ 174,700.00	\$ 180,322.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 173,950.00	\$ 174,700.00	\$ 180,322.00	



Lubbock County, Texas

Adopted Budget

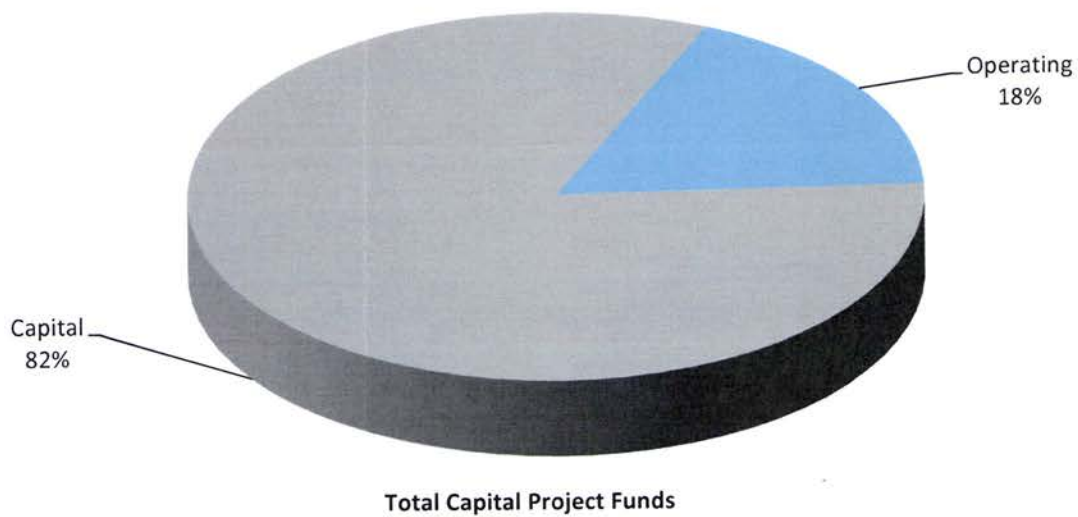
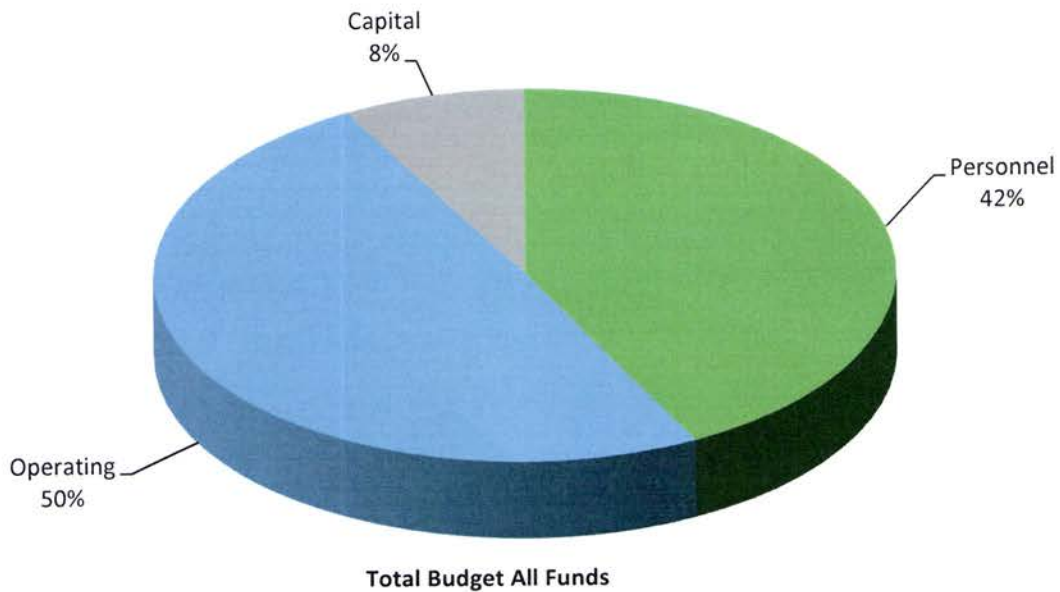
FY 2016 - 2017



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.



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	62,242	75,000	-
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 62,242	\$ 75,000	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	298,653	140,021	-
Capital	39,421	3,968,079	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (275,831)	\$ (4,033,100)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	4,308,931	4,033,100	(0)
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 4,033,100	\$ (0)	\$ (0)

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 Law Enforcement Center financed by Tax Notes proceeds.

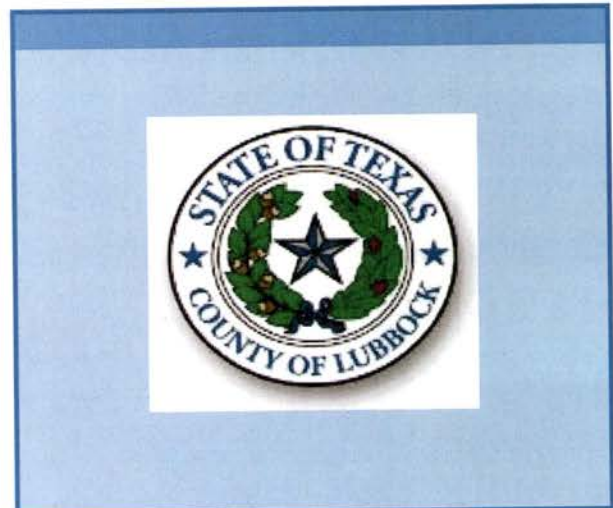
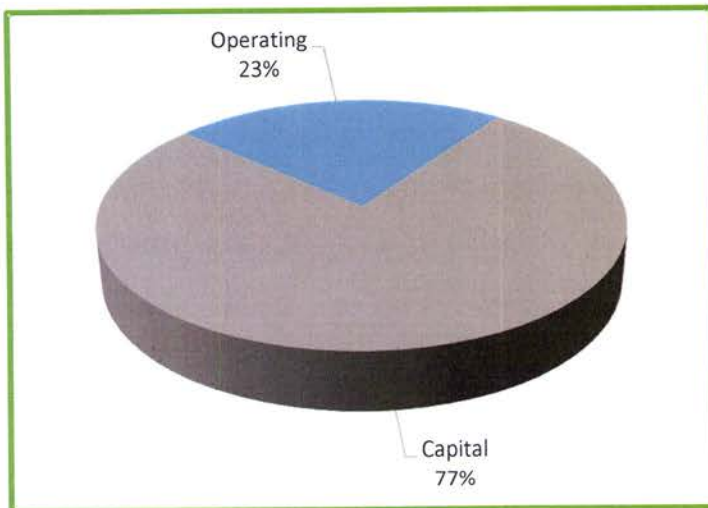
Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 298,652.53	\$ 140,021.00	\$ -	-
Capital	\$ 39,421.01	\$ 3,968,079.00	\$ -	-
Total Budget	\$ 338,073.54	\$ 4,108,100.00	\$ -	-



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	-	-	5,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	3,790,917	1,600,000
TOTAL REVENUE	\$ -	\$ 3,790,917	\$ 1,605,000
EXPENDITURES			
Personnel			
Operating	-	52,469	850,000
Capital	-	1,432,593	2,800,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ 2,305,855	\$ (2,045,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance		-	2,305,855
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ 2,305,855	\$ 260,855

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 Law Enforcement Center financed through general revenues.

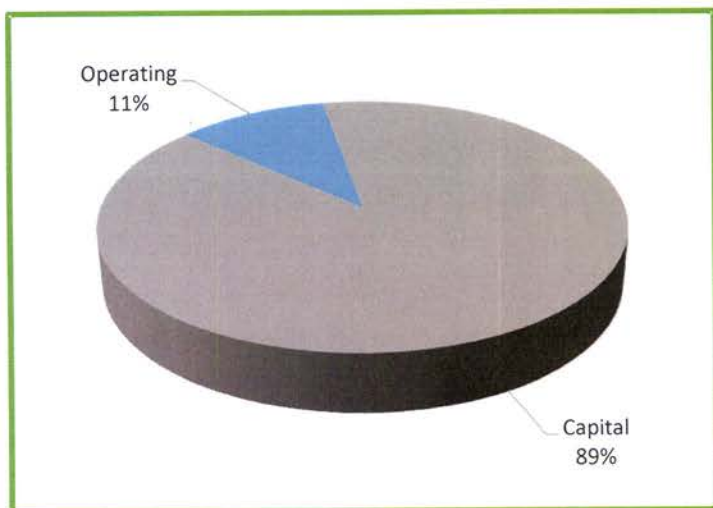
Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ 52,469.00	\$ 850,000.00	
Capital	\$ -	\$ 1,432,593.00	\$ 2,800,000.00	
Total Budget	\$ -	\$ 1,485,062.00	\$ 3,650,000.00	



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	42,741	52,000	20,000
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 42,741	\$ 52,000	\$ 20,000
EXPENDITURES			
Personnel	-	-	-
Operating	71,682	52,469	200,000
Capital	112,661	972,531	1,693,831
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (141,603)	\$ (973,000)	\$ (1,873,831)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,991,022	2,849,419	1,876,419
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 2,849,419	\$ 1,876,419	\$ 2,588

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.

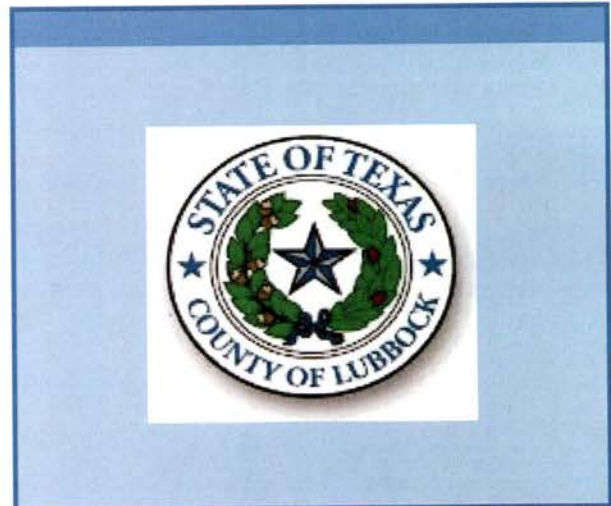
Adopted Budget for the Fiscal Year 2016-2017				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 71,682.35	\$ 52,469.00	\$ 200,000.00	
Capital	\$ 112,661.46	\$ 972,531.00	\$ 1,693,831.00	
Total Budget	\$ 184,343.81	\$ 1,025,000.00	\$ 1,893,831.00	



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest			
Other Revenue			
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	406,169
TOTAL REVENUE	\$ -	\$ -	\$ 406,169
EXPENDITURES			
Personnel	-	-	-
Operating			
Capital	-	-	406,169
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance		-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -

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 2016-2017					
	FY15 Actual		FY 16 Estimates		FY 17 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	-	\$ -
Capital	\$	-	\$	-	\$ 406,169.00
Total Budget	\$	-	\$	-	\$ 406,169.00



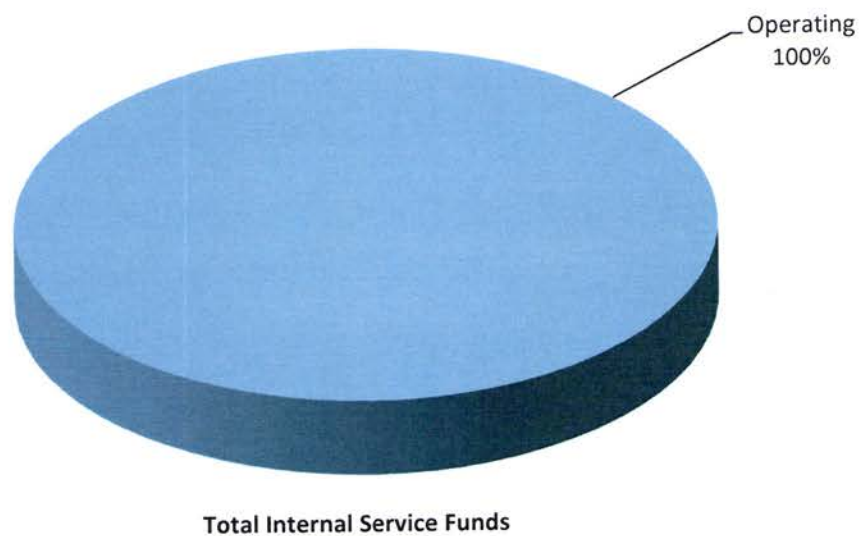
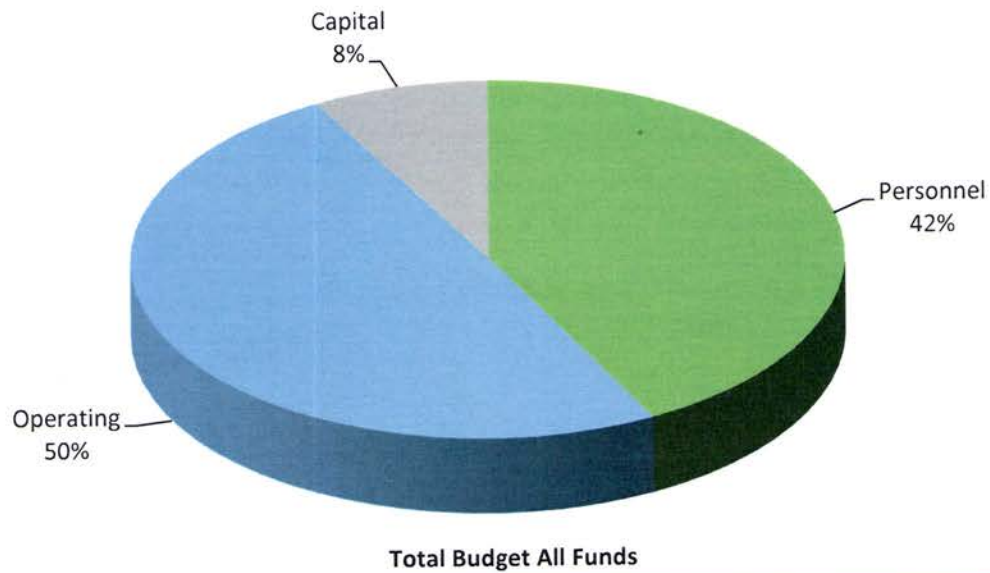
Lubbock County, Texas
Adopted Budget
FY 2016 - 2017



Internal Service Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. TOTAL INTERNAL SERVICE FUNDS

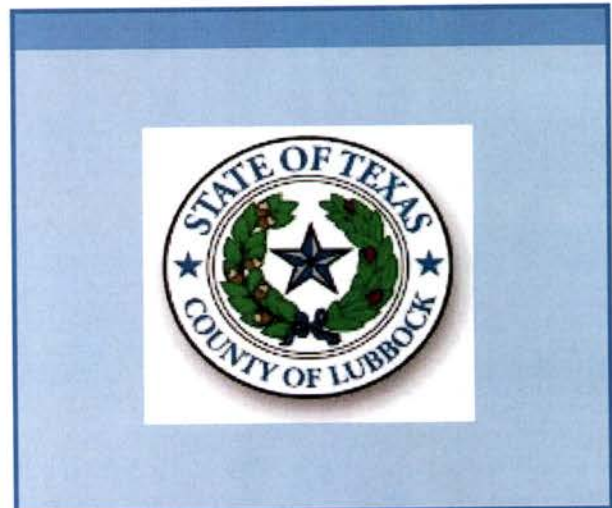
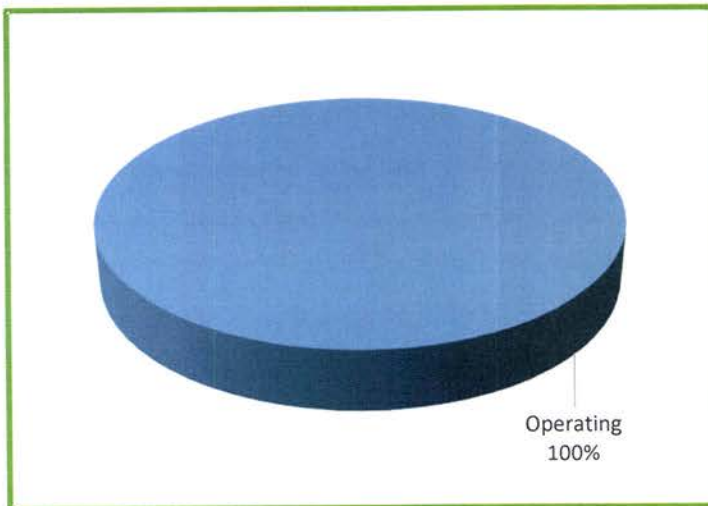
Internal Service funds, a type of proprietary fund, are used to report activities that provide supplies and services for the County's other programs and activities.



	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	36,764	25,000	29,427
Other Revenue	9,344,928	10,336,000	10,936,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 9,381,692	\$ 10,361,000	\$ 10,965,427
EXPENDITURES			
Personnel	-	-	-
Operating	9,851,908	10,633,500	10,965,427
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (470,216)	\$ (272,500)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,143,188	1,672,972	1,400,472
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 1,672,972	\$ 1,400,472	\$ 1,400,472

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 9,851,908.48	\$ 10,633,500.00	\$ 10,965,427.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 9,851,908.48	\$ 10,633,500.00	\$ 10,965,427.00	



Major Accomplishments in 2016:

- * Educated workforce about the EPO network which reduced claims cost for employee and employer.
- * Negotiated payment on pending stop loss reimbursements.
- * Commissioners' Court funding a benefit administration system that completed 1095 & 1094 tax documents on time and with a 98% success rate.
- * Held the premiums, plan design and deductibles/maximum out-of-pockets at the same rate.

Goals for 2017:

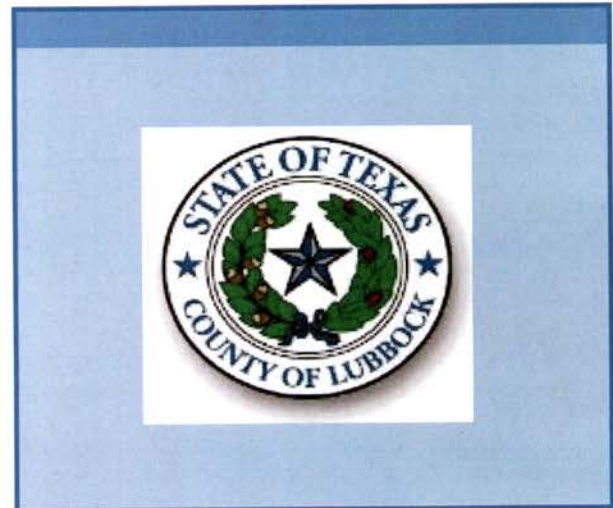
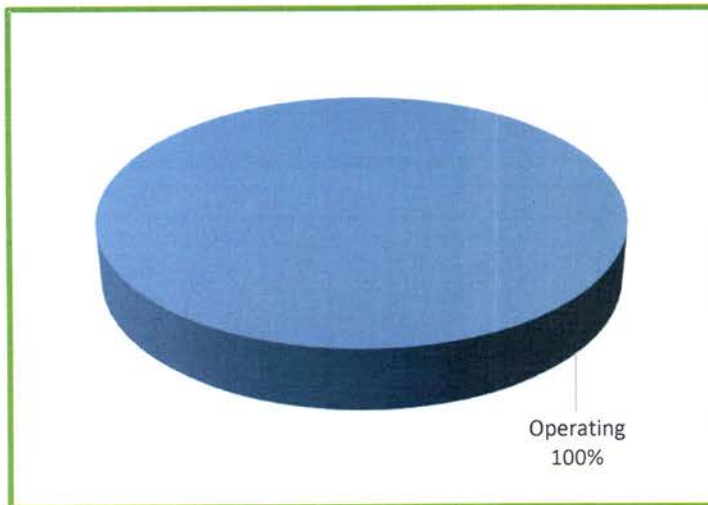
- * Create multiple premium rate structures to incentivize individual wellness achievements.
- * Automated file feed from Businessolver to the Lubbock County payroll system to eliminate manual entries.
- * Increase employer contribution to the HSA based on individual wellness participation.

Performance Measures	FY 14	FY15	FY16
Average Covered Employees	N/A	N/A	918
Average Covered Pre-65 Retirees	N/A	N/A	29
Average Covered Post-65 Retirees	N/A	N/A	50

	2014-2015 Actuals	2015-2016 Estimates	2016-2017 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees			
Commissions			
Charges for Service			
Fines/Forfeitures			
Interest	131,526	100,000	88,200
Other Revenue	1,326,452	1,405,000	1,505,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 1,457,978	\$ 1,505,000	\$ 1,593,200
EXPENDITURES			
Personnel	-	-	-
Operating	1,402,102	1,505,000	1,593,200
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 55,876	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	7,478,271	7,534,147	7,534,147
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 7,534,147	\$ 7,534,147	\$ 7,534,147

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 2016-2017				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 1,402,102.13	\$ 1,505,000.00	\$ 1,593,200.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 1,402,102.13	\$ 1,505,000.00	\$ 1,593,200.00	



Major Accomplishments in 2016:

- * Established an independent safety department that reports directly to the Commissioners' Court.
- * Revamped the Safety Committee and updated the quarterly programs.
- * Lubbock County Safety Coordinator awarded TAC "Making a Difference" award.
- * Updated the Workers' Compensation incentive program by rewarding individuals instead of departments.
- * Accident investigation outcome that resulted in identifying a fraudulent Workers' Compensation claim.

Goals for 2017:

- * Budget based on Workers' Compensation code and actual claims cost.
- * Process the bids for Excess WC coverage.
- * Increase real time accident investigations by safety department and departmental safety representative to reduce lost time.
- * Continue to recruit and train qualified departmental safety representatives to the Safety Committee.

Performance Measures	FY 14	FY15	FY16
Total Claims Processed	N/A	N/A	111
Claims Cost in Dollars	N/A	N/A	237,017
Number of Days of Lost Time	N/A	N/A	484

Lubbock County, Texas
Adopted Budget
FY 2016 - 2017



Appendix



RESOLUTION

SETTING THE 2016 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 2016, that the tax rate for the year 2016 must be set according to law at 0.358158 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 2016 Tax Rate for Lubbock County be and the same is hereby **ADOPTED** on \$100.00 valuation for the tax year 2016, as follows:

\$.315168	for the purpose of maintenance and operation
\$.042990	for the payment of principal and interest on debt
\$.358158	TOTAL TAX RATE

BE IT FURTHER ORDAINED AND ORDERED, that the 2016 original Tax Levy for Lubbock County is \$63,730,905.

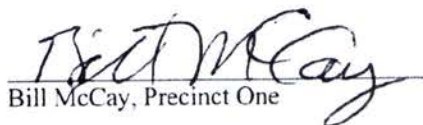
**THIS TAX RATE WILL RAISE MORE TAXES FOR
MAINTENANCE AND OPERATIONS THAN LAST YEAR'S
TAX RATE.**

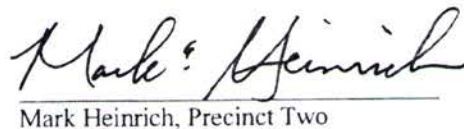
ACCORDINGLY, the Lubbock Central Appraisal district is hereby authorized to assess and collect the taxes of Lubbock County, Texas in accordance herewith.

SO ORDERED AND ORDAINED on this the 12th day of September, 2016, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.

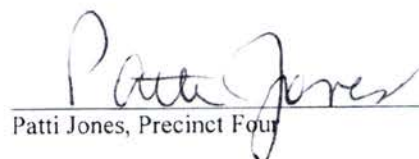


Tom Head, County Judge


Bill McCay, Precinct One


Mark Heinrich, Precinct Two


Lorenzo "Bubba" Sedeño, Precinct Three


Patti Jones, 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

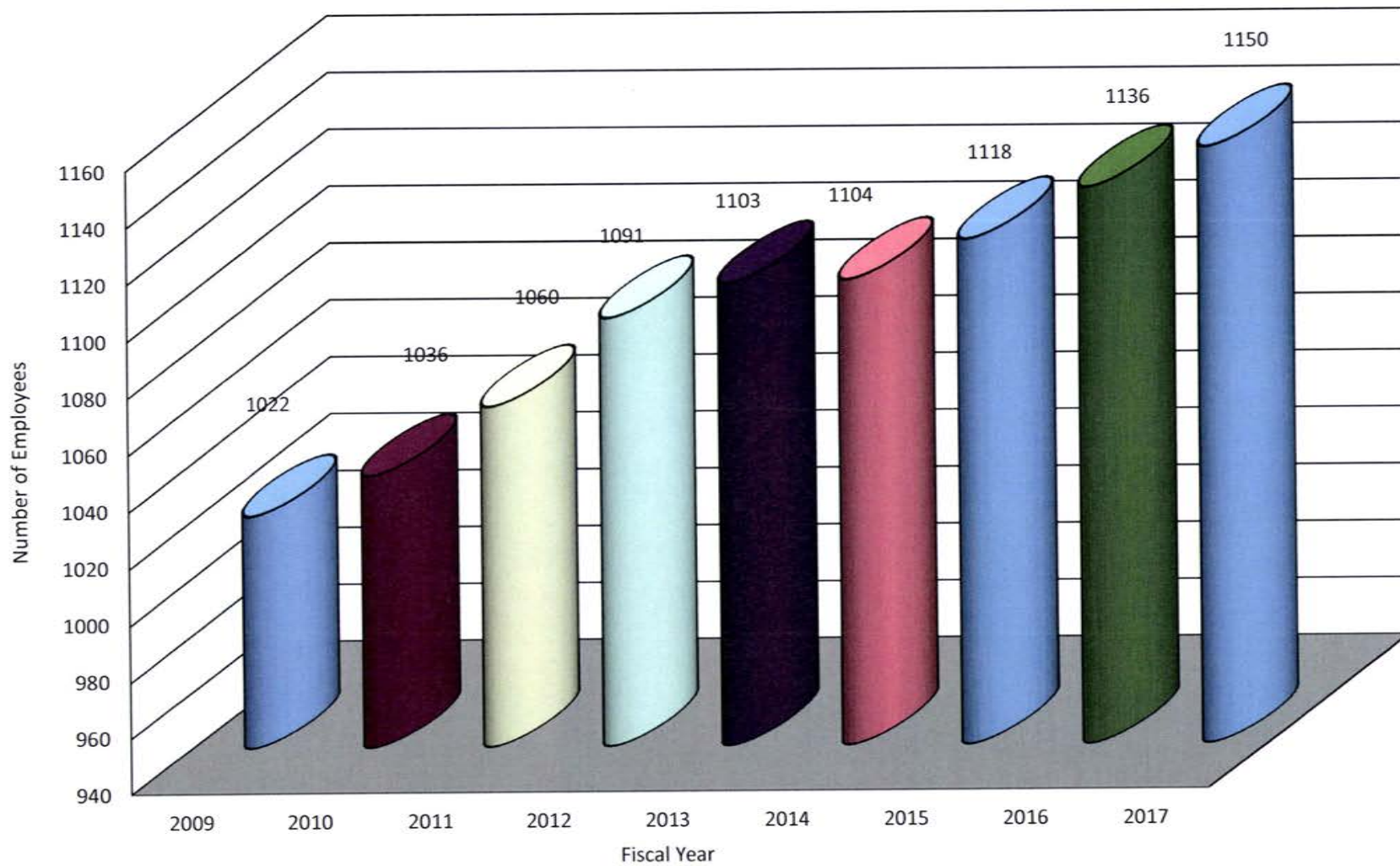
Lubbock County has implemented the use of a Personnel Committee. The committee is made up of permanent voting members. The permanent members are made up of the Human Resources Director, the Civil District Attorney, and two members of the Commissioners' Court, the County Auditor and Payroll Manager. This committee meets with each department head that is requesting additional job titles or an increase in job classification. The committee then votes and makes a recommendation. The Human Resources Director takes the personnel committee's recommendation to the Budget Committee. Commissioners' Court must approve any change in staffing levels or increases in pay, including additional positions, position upgrades, re-classifications, and re-organizations. The Court will continue to support the compensation and classification schedule and matrix upon approval each year.

Lubbock County Commissioners' Court contemplates cost-of-living adjustments, as well as, merit increases each year. The cost-of-living adjustment is calculated using the Consumer Price Index. Each year the Commissioners' Court considers providing merit increases to County Departments based on personnel committee recommendations. Merit increases are budgeted for each department and the elected official/department head gives merit raises based upon performance appraisals. Commissioners' Court was able to appropriate a 3% increases to personnel line items in the FY17 budget.

Lubbock County will add several new staff for the 2016-2017 budget including the following positions.

- Criminal District Attorney (VOCA Grant) 1
- Juvenile Justice Center 1
- Maintenance 5
- Medical Examiner 4
- Texas Agrilife Extension 1
- Sheriff 1
- Commissary 1
- Treasurer 1

LUBBOCK COUNTY, TEXAS
EMPLOYEE HISTORY
NINE FISCAL YEARS



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

<u>Department</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Commissioners' Court	5	5	5	5	5	5	5	5	5
County Judge	3	3	3	3	2	3	3	3	3
County Clerk	22	22	22	22	22	22	22	22	22
Information Services	15	15	16	16	16	15	15	15	15
Administrative Research	3	3	3	3	3	2	2	2	2
Records Preservation - Comm's Court			1	1	1	1	1	1	1
Records Preservation - County Clerk	2	2	3	3	3	3	3	3	3
<u>General Administration</u>	<u>50</u>	<u>50</u>	<u>53</u>	<u>53</u>	<u>52</u>	<u>51</u>	<u>51</u>	<u>51</u>	<u>51</u>
Treasurer	4	4	4	4	4	4	4	4	5
Tax Office	30	30	30	30	30	30	32	32	33
Purchasing	4	4	5	5	5	5	5	5	5
Auditor	11	12	13	13	13	14	15	15	15
Human Resources	4	4	4	4	4	5	5	5	5
<u>Financial</u>	<u>53</u>	<u>54</u>	<u>56</u>	<u>56</u>	<u>56</u>	<u>58</u>	<u>61</u>	<u>61</u>	<u>63</u>
District Courts	36	37	37	37	38	40	41	41	42
District Clerk	29	29	29	29	30	30	30	30	30
Judicial Compliance	6	6	6	6	6	6	6	7	7
Justice of the Peace #1	5	5	5	4	4	4	4	5	5
Justice of the Peace #2	4	4	4	4	5	5	5	5	5
Justice of the Peace #3	4	4	4	4	4	4	4	4	4
Justice of the Peace #4	5	5	5	5	5	5	5	5	5
CJD - Drug Court	1	2	2	2	2	1	1	0	0
DOJ - Drug Court	2	0	0	0	0	0	0	0	0
<u>Judicial</u>	<u>92</u>	<u>92</u>	<u>92</u>	<u>91</u>	<u>94</u>	<u>95</u>	<u>96</u>	<u>97</u>	<u>98</u>

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

Department	2009	2010	2011	2012	2013	2014	2015	2016	2017
Criminal District Attorney	72	72	72	72	72	72	74	74	74
CDA Business Crimes	4	4	4	4	1	1	0	0	0
Dispute Resolution	5	5	4	3.65	3.65	3.00	3	3	3
USDA - AG - Mediation	4	5	6	5.70	1.45	1.00	0	1	1
Domestic Relations Office	4	2	3	3.15	2.40	3.00	3	3	3
Trauncy		1	2	1.50	0.50	1.00	0	0	0
Law Library	1	1	1	1	1	1	1	1	1
Regional Public Defenders Office	11	11	24	55	64	55	55	55	55
VCLG-Crime Victims	1	1	1	0	0	0	0	0	0
Domestic Violence Grant	2	2	2	2	2	2	2	2	1
Domestic Violence Recovery			1	0	0	0	0	0	0
TIDC Grant								1	0
SPATTF	6	6	6	6	6	6	6	6	6
CDA VOCA Grant									2
Legal	110	110	125	154	154	145	144	146	146
Constable Precinct #1	1	1	1	1	1	1	1	1	1
Constable Precinct #2	1	1	1	1	1	1	1	1	1
Constable Precinct #3	1	1	1	1	1	1	1	1	1
Constable Precinct #4	1	1	1	1	1	1	1	1	1
Medical Examiners Office		10	12	12	13	13	13	14	18
County Sheriff	105	106	111	126	133	134	138	148	148
Jail	365	365	365	349	349	349	354	357	350
Courthouse Security	3	3	3	3	3	2	3	3	3
Sheriff Commissary Salary Fund									8
Public Safety	477	488	495	494	502	502	512	526	531
Maintenance	59	59	59	59	59	64	65	66	71
Facilities	59	59	59	59	59	64	65	66	71

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

Department	2009	2010	2011	2012	2013	2014	2015	2016	2017
Safety & Enviromental	1	1	1	1	1	1	1	1	1
Health	1	1	1	1	1	1	1	1	1
General Assistance	4	4	4	4	4	4	4	4	4
Texas Veteran's Commission	1	1	1	1	1	1	1	1	1
Welfare	5	5	5	5	5	5	5	5	5
Texas AgriLife Extension	8	8	8	8	8	8	8	8	9
Conservation	8	8	8	8	8	8	8	8	9
Elections	8	8	8	9	9	9	9	9	9
Elections	8	8	8	9	9	9	9	9	9
Public Works	2	2	2	2	2	2	2	2	1
Consolidated Road and Bridge	33	34	40	42	43	42	42	43	43
Transportation	35	36	42	44	45	44	44	45	44
Park Precinct #1	2	2	2	2	2	2	2	2	2
Park Precinct #2	3	3	3	3	3	3	3	2	2
Park Precinct #3	2	2	2	2	2	2	2	1	1
Park Precinct #4	2	2	2	2	2	2	2	2	2
Culture/Recreation	7	7	7	7	7	7	7	7	7
Prevention/Intervention - LCJJC	0	0	0	0	1	1	1	0	0
Star - LCJJC	9	9	9	9	9	7	9	9	8
Probation - LCJJC	24	25	25	25	25	25	25	27	28
State Aid - LCJJC	11	11	11	20	20	21	19	14	14
Detention - LCJJC	58	58	59	52	52	57	57	60	61
Food Service - LCJJC	3	3	3	3	3	3	3	3	3
Halfway House - LCJJC	10	10	0	0	0	0	0	0	0
Title IV-E - LCJJC	1	1	1	1	1	1	1	1	1
Comm Corr Asst Program - LCJJC	1	1	1	0	0	0	0	0	0
Corrections	117	118	109	110	111	115	115	114	115
Total Budgeted Positions	1022	1036	1060	1091	1103	1104	1118	1136	1150

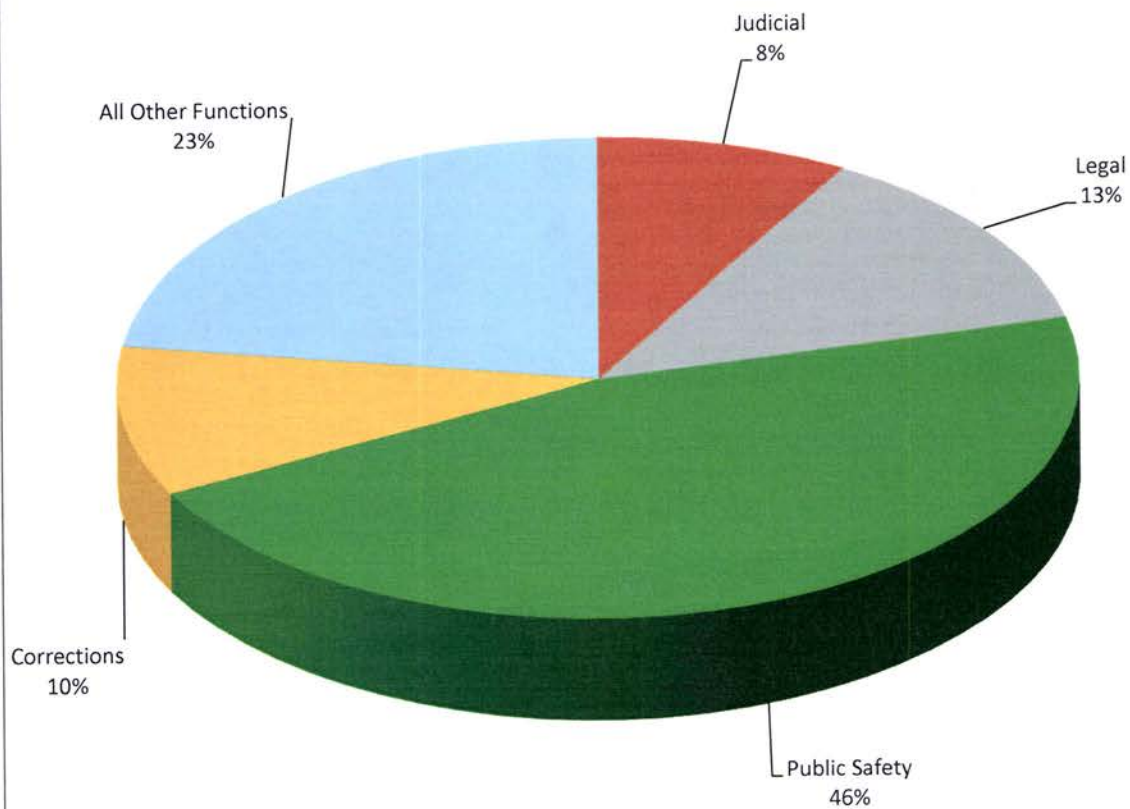
LUBBOCK COUNTY, TEXAS

COMPARATIVE SUMMARY OF EMPLOYEES BY FUNCTION

Function	2009	2010	2011	2012	2013	2014	2015	2016	2017
General Administration	50	53	53	53	52	51	51	51	51
Financial	54	56	56	56	56	58	61	61	63
Judicial	92	92	91	91	94	95	96	97	98
Legal	110	125	154	154	154	145	144	146	146
Public Safety	488	495	494	494	502	502	512	526	531
Facilities	59	59	59	59	59	64	65	66	71
Health	1	1	1	1	1	1	1	1	1
Welfare	5	5	5	5	5	5	5	5	5
Conservation	8	8	8	8	8	8	8	8	9
Elections	8	8	9	9	9	9	9	9	9
Transportation	36	42	44	44	45	44	44	45	44
Culture/Recreation	7	7	7	7	7	7	7	7	7
Corrections	118	109	110	110	111	115	115	114	115
Grand Total of Employees	1036	1060	1091	1091	1103	1104	1118	1136	1150

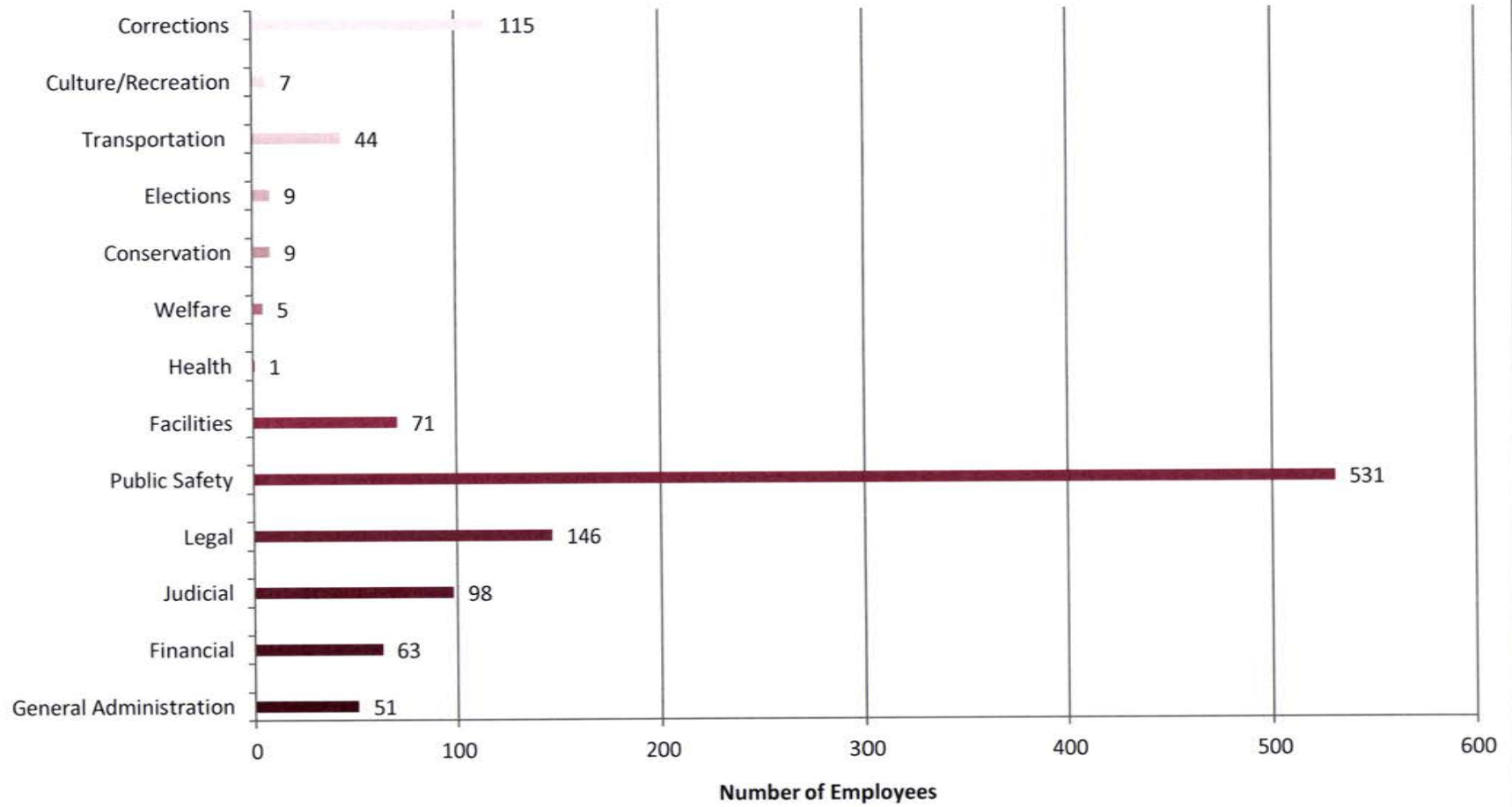
* Note: Years are based on the fiscal year starting October 1st through September 30th.

LUBBOCK COUNTY, TEXAS
Employee Summary By Function



LUBBOCK COUNTY, TEXAS

Employee Summary By Function



LUBBOCK COUNTY, TEXAS
Number of Positions by Classification
FY 2017

	Clerical	Trades & Technical	Public Safety	Professional	Administrative	Elected	Appointed	Regular Part Time	Total
General Administration									
Commissioners' Court	0	0	0	1	0	4	0	0	5
County Judge	2	0	0	0	0	1	0	0	3
County Clerk	20	0	0	0	1	1	0	0	22
Information Services	2	13	0	0	0	0	0	0	15
Administrative Research	1	0	0	0	1	0	0	0	2
Records Preservation - County Commissioners	0	0	0	1	0	0	0	0	1
Records Preservation - County Clerk	2	0	0	0	0	0	0	1	3
Classification Total:	27	13	0	2	2	6	0	1	51
Judicial									
District Courts	6	0	0	1	1	9	24	1	42
District Clerk	28	0	0	0	1	1	0	0	30
Judicial Compliance	4	0	0	0	2	0	0	1	7
Justice of the Peace #1	4	0	0	0	0	1	0	0	5
Justice of the Peace #2	3	0	0	0	0	1	0	1	5
Justice of the Peace #3	3	0	0	0	0	1	0	0	4
Justice of the Peace #4	4	0	0	0	0	1	0	0	5
CJD- Drug Court	0	0	0	0	0	0	0	0	0
Classification Total:	52	0	0	1	4	14	24	3	98
Financial Administration									
Treasurer	2	0	0	0	1	1	0	1	5
Tax Office	29	0	0	0	2	1	0	1	33
Purchasing	2	0	0	2	1	0	0	0	5
Auditor	4	0	0	8	1	0	1	1	15
Human Resources	1	1	0	2	1	0	0	0	5
Classification Total:	38	1	0	12	6	2	1	3	63
Legal									
Criminal District Attorney	20	0	15	32	1	1	2	3	74
Regional Public Defenders Office	10	0	8	15	1	0	21	0	55
Dispute Resolution	1	0	0	1	0	0	1	0	3
USDA-Ag Mediation	1	0	0	0	0	0	0	0	1
Domestic Relations Office	3	0	0	0	0	0	0	0	3
Truancy	0	0	0	0	0	0	0	0	0
Law Library	0	0	0	1	0	0	0	0	1
VCLG - Crime Victims	0	0	0	0	0	0	0	0	0
SPATF	1	0	4	0	1	0	0	0	6
CDA Business Crimes	0	0	0	0	0	0	0	0	0
Domestic Violence Grant	0	0	0	1	0	0	0	0	1
CDA VOCA Grant	2	0	0	0	0	0	0	0	2
TIDC Grant	0	0	0	0	0	0	0	0	0
Classification Total:	38	0	27	50	3	1	24	3	146
Public Facilities									
Maintenance	3	63	0	0	2	0	0	3	71
Classification Total:	3	63	0	0	2	0	0	3	71

LUBBOCK COUNTY, TEXAS
Number of Positions by Classification
FY 2017

	Clerical	Trades & Technical	Public Safety	Professional	Administrative	Elected	Appointed	Regular Part Time	Total
Miscellaneous									
Sanitation	0	0	0	0	1	0	0	0	1
General Assistance	0	0	0	2	1	0	0	1	4
Texas Agrilife Extension	2	0	0	0	0	0	6	1	9
Texas Veteran's Commission	1	0	0	0	0	0	0	0	1
Elections	4	2	0	1	1	0	1	0	9
Park Precinct #1	0	1	0	0	0	0	0	1	2
Park Precinct #2	0	1	0	0	0	0	0	1	2
Park Precinct #3	0	0	0	0	0	0	0	1	1
Park Precinct #4	0	1	0	0	0	0	0	1	2
TJPC-S Prevention/Intervention	1	0	0	0	0	0	0	0	1
Star Program - Juvenile	0	0	8	0	0	0	0	0	8
Juvenile Detention Fund	1	0	53	3	1	0	0	3	61
Juvenile Probation Fund	3	1	4	16	2	0	1	0	27
TJPC Juv Prob Comm Grant	0	0	6	8	0	0	0	0	14
Juvenile Food Service Fund	0	3	0	0	0	0	0	0	3
Title IV-E	0	0	0	1	0	0	0	0	1
Classification Total:	12	9	71	31	6	0	8	9	146
Transportation									
Public Works	0	0	0	0	1	0	0	0	1
Consolidated Road & Bridge	1	42	0	0	0	0	0	0	43
Classification Total:	1	42	0	0	1	0	0	0	44
Public Safety									
Constable Precinct #1	0	0	0	0	0	1	0	0	1
Constable Precinct #2	0	0	0	0	0	1	0	0	1
Constable Precinct #3	0	0	0	0	0	1	0	0	1
Constable Precinct #4	0	0	0	0	0	1	0	0	1
Medical Examiners Office	3	8	1	1	1	0	4	0	18
County Sheriff	25	1	119	0	2	1	0	0	148
Courthouse Security	0	0	3	0	0	0	0	0	3
Jail	61	0	286	0	3	0	0	0	350
Sheriff Commissary Salary Fund	1	1	2	3	0	0	0	1	8
Classification Total:	90	10	411	4	6	5	4	1	531
Total FY 2017 Employees	261	138	509	100	30	28	61	23	1150

**Lubbock County Compensation Classification Schedule
FY2017**

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 III 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 FY2017

Guidelines Designed to Assist in Classifying County Employees

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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 \$14,583,290, which is a decrease of \$3,686,085 from the 2016 budget.

- The Construction fund accounts for 30.81% of the 2017 capital expenditure budget. The court approved to restructure some of the current debt and the issuance of Tax Notes for renovations to the Law Enforcement Center and CRTC Building.
- The Permanent Improvement Fund accounts for 30.30% of the 2017 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 General Fund accounts for 13.92% of the 2017 capital expenditure budget. The majority is appropriated for law enforcement vehicles, other department vehicles, and technology purchases for Information Services.
- Consolidated Road and Bridge anticipates expenditures for heavy equipment, industrial stairs platforms and replacing light trucks.

The schedule below shows capital expenditures included in the 2017 budget, all funds with capital expenditure budgets under \$100,000 are listed under "All other funds":

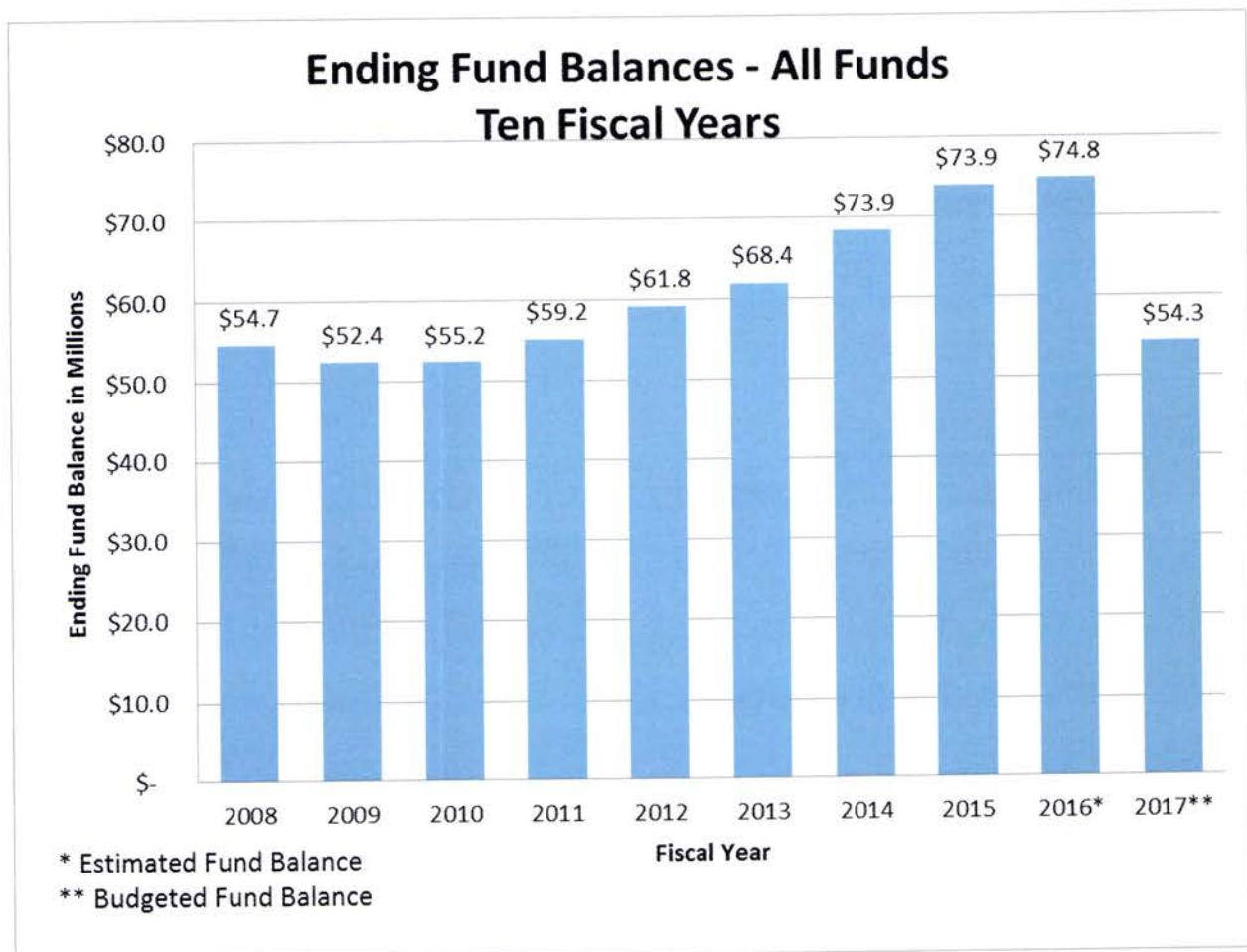
Fund	Amount
Permanent Improvement Fund	4,419,266
LE Renovations #2	2,800,000
General Fund	2,030,074
Consolidated Road and Bridge	1,941,045
CRTC Renovations	1,693,831
New Road Fund	450,000
CRTC Renovations #2	406,169
All Other Funds	284,744
Idalou/New Deal Park Fund	213,698
JAG Assistance	118,615
Commissioners Court Record Preservation Fund	115,848
Sheriff Contraband Fund	110,000
Total Capital Expenditures	\$ 14,583,290

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 2014-2017, throughout the construction phase of the project. The purchase of electronic voting equipment is also reflected in FY 2017 budgeted fund balance. The following chart shows estimated fund balance for FY 2016 and budgeted fund balance for FY 2017.



Lubbock County, Texas

Fund Balance Policy

Revised for GASB 54

Purpose

The purpose of this policy is to establish a key element of the financial stability of the County by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the County maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the County's general operations.

Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that is spendable and nonspendable. These are broken up into five categories:

- 1) **Nonspendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory and prepaid items.
- 2) **Restricted fund balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants, certain fees and major construction projects.
- 3) **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
- 4) **Assigned fund balance** – comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
- 5) **Unassigned fund balance** – is the residual category of the general fund and includes all amounts not contained in other categories. Unassigned amounts are technically available for any purpose.

Policy

Committed Fund Balance

- The Commissioners' Court is the County's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an order approved by the Commissioner's Court. The order must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Assigned Fund Balance

- When it is appropriate for fund balance to be assigned, the Commissioners' Court has authorized the County Auditor as the official authorized to assign fund balance to a specific purpose as approved by the fund balance policy. Assignments may occur subsequent to fiscal year end.

Minimum Unassigned Fund Balance

It is the goal of the County to achieve and maintain an unassigned fund balance in the general fund equal to 25% of expenditures to provide the County with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The County considers a balance of less than 15% to be cause for concern, barring unusual or deliberate circumstances.

If unassigned fund balance falls below the goal or has a deficiency, the County intends to take action during the annual budget process to reach compliance within two annual budget cycles. Actions in the budget process available to increase the unreserved general fund balance may include increasing taxes, decreasing spending in specific areas, dedicating one-time revenues to fund reserves or making transfers of excess fund balances from other funds.

Order of Expenditures of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is funded partly by a grant, funds set aside by the Commissioners' Court, and unassigned fund balance), the County will start with the most restricted category and spend those funds first before moving down to the next category with available funds.

Now, therefore, be it resolved that the Lubbock County Commissioners' Court commits a portion of its General Operating Fund Balance to the following:

- Major Capital Projects –major building and equipment purchases, replacement or repair.
- Technology Equipment Expenditures – future replacement or enhancement of computer hardware and software including emerging advance computer technology.
- Special Programs and Strategic Planning Expenditures – development and implementation of programs benefitting Lubbock County.

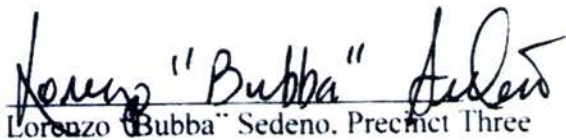
Be it further ordered that the Lubbock County Commissioners' Court commits a portion of its Special Revenue Fund Balance to the following:

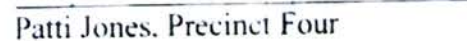
- County Road Infrastructure and Lubbock Metropolitan Planning Organization Projects – Funds that are generated by and dedicated for the purpose of building and maintain county roadways.

SO ORDERED on this the 30th day of September, 2013, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.


Bill McCay, Precinct One


Mark Heinrich, Precinct Two


Lorenzo "Bubba" Seden, Precinct Three


Patti Jones, Precinct Four


Tom Head, County Judge

ATTEST:

REVIEWED FOR FORM:


Kelly Pinion, County Clerk


Neal Burt, CDA-Civil

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

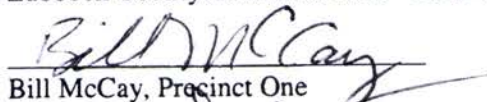
WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the Commissioners' Court; and

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

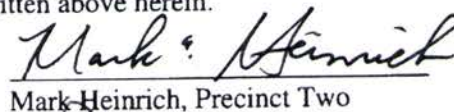
• Technology Enhancements FY18	\$ 500,000.00
• CRTC Renovations Phase II-III FY18	\$2,075,000.00
• Renovate Downtown Service Garage FY18	\$2,200,000.00
• 916 Main Renovations (1 st & 3 rd Floors) FY19	\$2,000,000.00
• LCJJC – Inside Classrooms FY19	\$1,500,000.00
• Loop 88 Right of Way Costs FY20	\$3,000,000.00
• Inoperability (Est \$5 m) FY20	\$1,000,000.00

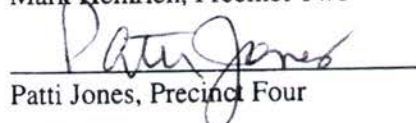
NOW, THEREFORE, be it ordered, the Commissioners' Court of Lubbock County, Texas in accordance with the provisions of GASB 54 hereby commits \$12,275,000.00 from General Fund Reserves. These funds in the General Fund cannot be used for any purpose other than directed above, unless the Commissioners Court adopts another order to remove or change the constraint. In addition, the General Fund remaining fund balance will be unassigned and will be used to maintain general operations.

SO ORDERED on this the 26th day of September, 2016, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.


Bill McCay, Precinct One


Lorenzo "Bubba" Sedeno, 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 FY 2017 is presented on the following page.

LUBBOCK COUNTY Budget Calendar FY2017

<u>Date</u>	<u>Calendar of Events</u>	<u>Time</u>
April 11, 2016	Public Meeting - Approve Budget Calendar.	10:00 AM
April 30, 2016	Chief Appraiser delivers "Estimate of Total Taxable Value."	
May 16, 2016	Departmental Budget Preparation Packets distributed.	
May - June, 2016	Departments complete Departmental Request Forms.	
June 13, 2016	Deadline for submitting initial Budget Requests for all departments.	Noon
June 2016	Compile initial revenue estimates/Prepare Preliminary Budget.	
July 11, 2016	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
July 25, 2016	Certified Roll Delivered from LCAD	
July 25, 2016	Public Meeting - to select Grievance Committee Members.	10:00 AM
July 29, 2016	Publish " <i>Notice of Proposed Elected Officials Salaries</i> ".	
Aug. 2 - 4, 2016	Public Meeting - Departmental Hearings with Commissioners' Court.	
August 5, 2016	LCAD sends calculated effective rate.	
August 8, 2016	Public Meeting - to discuss tax rate.	10:00 AM
August 8, 2016	Public Meeting - to set the salary, expenses, and other allowances of elected county or precinct officers.	10:00 AM
August 8, 2016	Public Meeting - Budget Workshop with Commissioners' Court.	1:30 PM
August 8, 2016	Notify each elected county or precinct officers of their salary and expense allowances.	
August 22, 2016	Publish and Post on Website " <i>Notice of Proposed Tax Rate</i> ". (if needed)	
August 22, 2016	Public Meeting - Consider Grievance Committee recommendation. (if needed)	10:00 AM
August 26, 2016	Publish and Post on Website " <i>Notice of Public Hearing on Budget</i> ".	
August 26, 2016	File proposed Budget with County Clerk and make it available for public review. On Website.	
August 26, 2016	Notify departments of proposed Budget appropriations.	
August 29, 2016	Public Meeting - 1st Public Hearing on Tax Increase. (if needed)	10:15 AM
September 1, 2016	Public Meeting - 2nd Public Hearing on Tax Increase. (if needed)	10:15 AM
September 12, 2016	Public Meeting - Hearing on Budget.	10:30 AM
September 12, 2016	Public Meeting - Adopt Budget.	10:30 AM
September 12, 2016	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	\$19,035,555,337
25% Debt Limit	\$4,758,886,834

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
Standard and Poor's	AA

General Obligation Refunding Bonds, Series 2007

On January 13, 2003 Lubbock County issued general obligation bonds to provide for the construction and equipping of a new Lubbock County Detention Center. General obligation

bonds are direct obligations and pledge the full faith and credit of the government. The bonds were issued as \$79,935,000 General Obligation Bonds, Series 2003 as serial bonds maturing February 15, 2004 through February 15, 2023. The bonds were issued pursuant to the general laws of the State of Texas, including particularly Section 1473.101(a), Texas Government Code, as amended, an election held in the County on November 5, 2002 and passed by a majority of the participating voters, and an Order passed by Commissioners' Court of Lubbock County.

During 2007 Lubbock County refunded \$50,340,000 of the original \$79,935,000 issue by issuing General Obligation Refunding Bonds, Series 2007.

On February 12, 2007 Lubbock County issued general obligation refunding bonds to refund a portion of the County's outstanding General Obligation Bonds, Series 2003 and the payment of professional services and costs of the issuance in order to lower the overall debt service requirements of the County. The bonds were issued as \$52,915,000 General Obligation Refunding Bonds, Series 2007 as serial bonds maturing February 15, 2008 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 payable from a continuing ad valorem tax levied on all taxable property within the County, within the limits prescribed by law.

See Debt Service Maturity Schedule – Series 2007 on page 297.

On July 18, 2006 the County issued its Certificates of Obligations, Series 2006 to finance the costs of paying contractual obligations to be incurred for (1) construction of improvements to, expansion of, and equipping of the new Lubbock County Jail. The 2006 Certificates were issued in the form of serial obligations maturing on February 15 in the years 2007 through 2026, with interest payable every February 15 and August 15, commencing February 15, 2007. The 2006 Certificates maturing on or after February 15, 2017 in the aggregate principal amount of \$7,790,000 are subject to redemption, at the option of the County, on February 15, 2016 or on any date thereafter, in whole or in part, at a redemption price of the par amount of the unpaid principal of the 2006 Certificates called for redemption together with accrued interest to the date set for redemption.

On February 26, 2013 \$5,487,909.19 of proceeds of the 2006 Certificates is being held in the Construction Fund established for the 2006 Certificates that is not needed for the completion of the 2006 Improvements. Other than the Available Amount there is \$244,045.32 remaining in the Construction Fund which will be used to complete the 2006 Improvements, and there are no other gross proceeds allocable to the Refunded 2006 Certificates. The County originally issued \$79,935,000 in General Obligation Bonds in 2003 for the construction of the new jail. That amount was not enough to complete the jail, and the County issued \$12,765,000 in Certificates of Obligation which it reasonably believed was required to complete the County Jail. The County based the amount of money it needed on construction costs estimates. The County had unexpected proceeds remaining which resulted from several post issuance facts. First the County was vigilant in holding the contractors and subcontractors to the original plans

for the County Jail. As a consequence, the County did not need to use as many change orders as the architect and other planners had incorporated into the original cost estimate. Second, the actual construction bids came in much lower than originally projected. The project took longer to construct than anticipated in that during construction a subcontractor made an error in which caused a problem with the installation of the security system which resulted in a redesign and also resulted in the County litigation over the construction of the County Jail resulting from the error made by a subcontractor which delayed the completion.

The proceeds of the Refunding Bonds, together with a contribution of the Available Amount are being issued to advance refund all the outstanding 2006 Certificates in the aggregate principal amount of \$9,545,000.

The Refunded 2006 Certificates are being redeemed in order to restructure debt service and to achieve a present value savings in the debt service payable.

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 299.

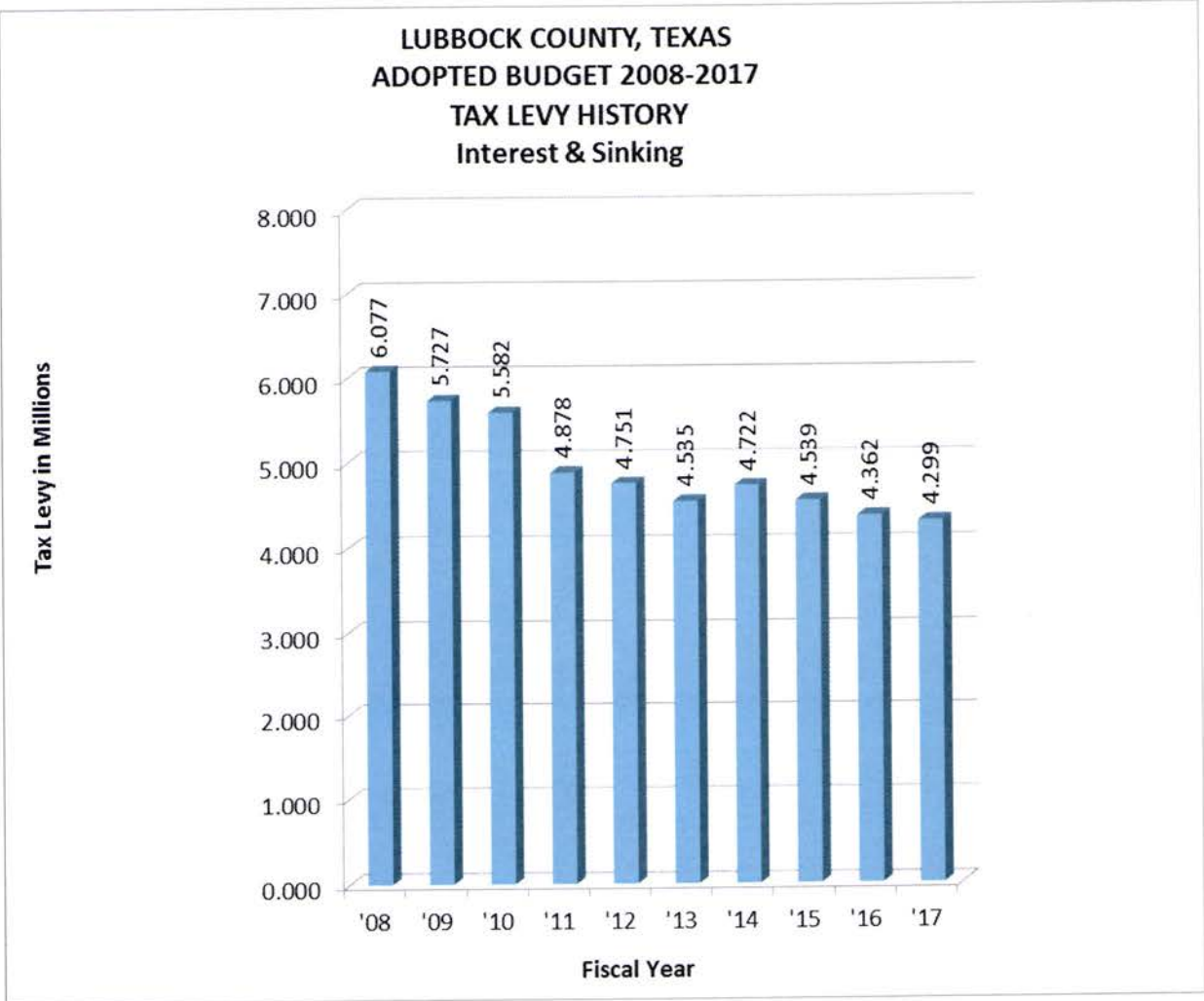
Limited Tax Notes, Series 2013

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 298.

There is a combined Debt Service Maturity Schedule on page 300.

The chart below represents the portion of the tax rate that is distributed to Debt Service for the past ten years.



LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2007

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 4,760,000.00	\$ 1,554,512.50	\$ 6,314,512.50
2018	\$ 4,965,000.00	\$ 1,353,806.25	\$ 6,318,806.25
2019	\$ 5,175,000.00	\$ 1,144,800.00	\$ 6,319,800.00
2020	\$ 5,400,000.00	\$ 919,800.00	\$ 6,319,800.00
2021	\$ 5,650,000.00	\$ 671,175.00	\$ 6,321,175.00
2022	\$ 5,910,000.00	\$ 411,075.00	\$ 6,321,075.00
2023	\$ 6,180,000.00	\$ 139,050.00	\$ 6,319,050.00
<u>TOTAL</u>	<u>\$ 38,040,000.00</u>	<u>\$ 6,194,218.75</u>	<u>\$ 44,234,218.75</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Tax Notes, Series 2013

Debt Service Funds			
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 1,115,000.00	\$ 129,100.00	\$ 1,244,100.00
2018	\$ 1,160,000.00	\$ 83,600.00	\$ 1,243,600.00
2019	\$ 1,190,000.00	\$ 48,500.00	\$ 1,238,500.00
2020	\$ 1,220,000.00	\$ 18,300.00	\$ 1,238,300.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<u>TOTAL</u>	<u>\$ 4,685,000.00</u>	<u>\$ 279,500.00</u>	<u>\$ 4,964,500.00</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2013

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ -	\$ 172,700.00	\$ 172,700.00
2018	\$ -	\$ 172,700.00	\$ 172,700.00
2019	\$ -	\$ 172,700.00	\$ 172,700.00
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
<u>TOTAL</u>	<u>\$ 4,695,000.00</u>	<u>\$ 1,270,300.00</u>	<u>\$ 5,965,300.00</u>

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Combined

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 5,875,000.00	\$ 1,856,312.50	\$ 7,731,312.50
2018	\$ 6,125,000.00	\$ 1,610,106.25	\$ 7,735,106.25
2019	\$ 6,365,000.00	\$ 1,366,000.00	\$ 7,731,000.00
2020	\$ 6,620,000.00	\$ 1,110,800.00	\$ 7,730,800.00
2021	\$ 6,285,000.00	\$ 834,350.00	\$ 7,119,350.00
2022	\$ 6,565,000.00	\$ 551,625.00	\$ 7,116,625.00
2023	\$ 6,860,000.00	\$ 252,900.00	\$ 7,112,900.00
2024	\$ 875,000.00	\$ 87,125.00	\$ 962,125.00
2025	\$ 905,000.00	\$ 55,900.00	\$ 960,900.00
2026	\$ 945,000.00	\$ 18,900.00	\$ 963,900.00
<u>TOTAL</u>	<u>\$ 47,420,000.00</u>	<u>\$ 7,744,018.75</u>	<u>\$ 55,164,018.75</u>



Lubbock County Purchasing Policy

Adopted December 23, 1996
by the Lubbock County Commissioners Court
Effective Date: January 1, 1997

Revised by Lubbock County Commissioners Court
on June 13, 2016
(Supersedes May 9, 2016 edition)

Address any questions to Stephen Chandler, Director of Purchasing, at 775-1014

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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.

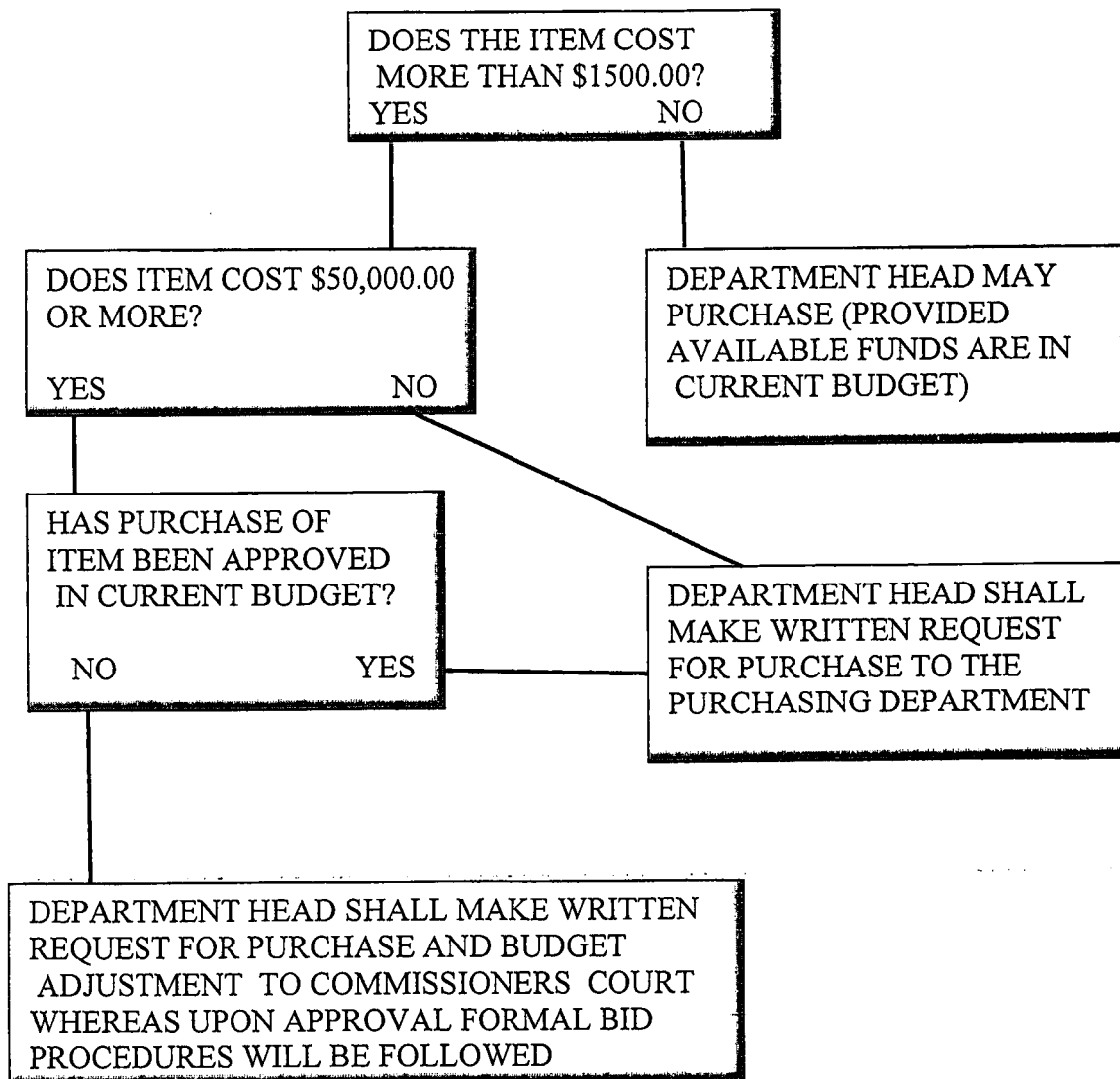
2. The Purchasing Agent, or Department head, will contact a minimum of three (3) vendors who are able to provide the requested item. Each vendor will be required to provide a price quotation or respond to an Informal Bid, and provide any other information requested by the Purchasing Agent. The Purchasing 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. Lubbock County reserves the right to reject any or all bids. In the event all bids for an item are rejected, the Commissioners' Court shall instruct the Purchasing Agent as to the appropriate action to take following the rejection of bids.

LUBBOCK COUNTY PURCHASING POLICY FLOW CHART



Note: The purchase of any computer equipment (regardless of price) to be attached to the County network, or supported by LCIT, must be coordinated through LCIT.

III. Exemptions to Competitive Bidding Requirements:

- A. The Commissioners' Court, by order, has exempted from the competitive bidding requirements under Sec. I, purchase of items required to be made due to a public calamity to provide relief for the citizens or preserve Lubbock County property.
- B. The Commissioners' Court will, by this order, exempt the following type of purchases from the competitive bidding requirement under Sec. I.C:
 - 1. An item necessary to protect the public health or safety of citizens of Lubbock County;
 - 2. An item necessary due to unforeseen damage to machinery, equipment or other public property;
 - 3. The purchase of personal or professional services, (including education and travel);
 - 4. The purchase of land or right-of-way;
 - 5. Personal property sold:
 - a) at an auction by a licensed auctioneer;
 - b) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business and Commerce Code; or
 - c) by a political subdivision of this state, a state agency of this state or an entity of the federal government
 - 6. The renewal or extension of a lease or equipment maintenance agreement if;
 - a) the lease was let by competitive bid the preceding year;
 - b) the renewal or extension does not exceed one year; and
 - c) the renewal or extension is the first renewal or extension of the lease or agreement.

IV. No purchase shall be made without a PURCHASE ORDER, issued in advance of the purchase, subject to the following exceptions:

- 1. Law Library Publications
- 2. Employee Travel Expense Reimbursement
- 3. Contract employees to include, but not be limited to, any court ordered contract employees, mediators, counselors and therapists.
- 4. Purchases made on a County Purchasing Card ~~for legitimate business purposes~~ in accordance with County policies. **Only a County issued credit card may be used to make purchases on behalf of the County.** Purchases made on personal credit cards will not be eligible for reimbursement as of November 1, 2012. The only exemptions to be considered will be for travel related emergency expenses.
- 5. General Assistance welfare payments to include payments for food, utilities, shelter, funerals and other approved emergencies.

- V. A written request for a PO or a purchase requisition must be presented to the Purchasing Department and a PO issued prior to a purchase being made (telephone requests for POs will not be accepted), with the exception of items covered in paragraph IV (above) and purchases made using Lubbock County Purchasing Cards. In cases such as equipment repair, where an exact cost may not be determined in advance, the PO can be written for an estimated amount and then amended once the actual cost is determined.
- VI. It will be the responsibility of the department head to insure adequate funding is available in the current budget line item prior to any purchase being made.
- VII. No payment shall be made for any purchase unless adequate funds are available in the appropriate budget line item of the department making said purchase.
- VIII. Payment for any unauthorized purchase (ie: purchases made without a supporting PO) or any purchase made without adequate funding in the appropriate budget line item may be the responsibility of the individual making said purchase.
- IX. The following items cannot be purchased with County funds:
1. Food or beverages for departmental parties, retirements, etc. Meals for specific County sponsored events must be approved in advance by the Commissioners Court. Recurring events can be blanket approved for the fiscal year. Requests for payment or reimbursement must be accompanied by a copy of the Commissioners Court Minutes showing approval for the specific event.
 2. Break Room equipment and supplies such as stoves, refrigerators, microwave ovens, televisions, cable service, small appliances, snacks, plates, cups, etc.
 3. Any item for personal use. This includes any décor items for county employee's offices including, but not limited to, framed or unframed pictures, maps, flags or any other decorative items. Contact the Purchasing Director if you have any questions regarding this item.
- X. Whenever found to be to the County's advantage, the Purchasing Agent/department head shall use cooperative purchasing agreements with other governmental entities (ie: General Services Commission, City of Lubbock) as an additional quotation or bid price.
- XI. It is the policy of the Lubbock County that, in all governmental purchases, preference be given to the purchase of products made from recycled material, if those products containing such recycled material meet applicable quality and quantity standards. To that end, each person responsible for purchasing should:

1. Periodically review procedures and specifications in order to eliminate those procedures and specifications that explicitly discriminate against the use of recycled products; and
 2. Encourage the use of products made from recycled products and from products that can be recycled.
- XII. All bids for annual contracts for goods or services must be approved by the Lubbock County Commissioners' Court before any purchase of those goods or services can be made.
- XIII. The use of the purchasing power of Lubbock County for personal purchases is prohibited. No one may use the name of Lubbock County for any personal purchase or charge any personal purchase to Lubbock County. Any such action is prohibited and may be grounds for prosecution.
- XIV. Blanket Purchase Orders (BPOs) may be established in order to reduce the number of purchase orders originating from a single vendor. Care must be taken to ensure the amount encumbered on a BPO is an accurate estimate of what the actual annual expenditure will be.
- XV. Bid Evaluation and Contract Award

Evaluation of bids will be based on the following factors: (1) the relative prices of the bids, including the cost of repair and maintenance of heavy equipment, and the cost of delivery and hauling of road construction materials; (2) compliance of goods and services offered with the bid specifications; and (3) the responsibility of the vendor, including the vendor's safety record if the Commissioners Court has adopted a definition of safety that is included in the bid, and the past performance of the vendor.

When the lowest priced bid is not the best bid, clear justification for not selecting the lowest bidder must be documented to the Court. This recommendation must be supported by clear and concise documentation from the user department that defines the rationale for awarding to other than the lowest bidder. A joint review of the bid by the user department and the Purchasing Department may be appropriate and the low bidder must be given the opportunity to address the Court prior to bid award.

The Director of Purchasing shall recommend contract award to the Commissioners Court in open session. The Court shall (1) award the contract to the responsible bidder who submitted the lowest and best bid; or (2) reject all bids and publish a new bid.

XVI. Contract Performance/Compliance

The user department is responsible for monitoring and documenting contactor performance and compliance, and providing copies of all documentation of non-compliance and poor performance to the Purchasing Department. The purchasing director

will initiate any necessary corrective action with the vendor, and all correspondence between the county and the vendor should be sent by the purchasing director.

User departments do not have authority to change any contractual terms of the contract. User departments must request any changes through the purchasing director. To enforce contractual terms, documentation of specific non-compliance must be available. Specific dates, locations, examples, etc. must be fully documented by the user department. *Remember, if it isn't documented, it didn't happen.*

XVII. Prevailing Wage Determination for Public Works Contracts

For a contract for a public work awarded by Lubbock County, the county shall determine the general prevailing rate of per diem wages in the locality in which the work is to be performed for each craft or type of worker needed to execute the contract and the prevailing rate for legal holiday and overtime work by using the prevailing wage rate as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.), and its subsequent amendments.

XVIII. Conflicts-of-Interest, Nepotism and Misuse of a Public Position.

A. Affirmative Duty to Disclose an Interest and Abstain from Participation.

1. Where a member of the Commissioners' Court, or any other officer of Lubbock County, whether elected, appointed, paid or unpaid, who exercises authority beyond that which is advisory in nature, has a substantial interest in a business entity or real property, that official shall file, before a vote or decision on any matter involving the business entity or real property, an affidavit with the County Clerk of Lubbock County, stating the nature and extent of the interest, and shall abstain from further participation in the matter, if:
 - a) in the case of a substantial interest in a business entity the action on the matter will have a special economic effect on the business entity that is distinguishable from the effect on the public; or
 - b) in the case of a substantial interest in real property, it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of the property, distinguishable from its effect on the public.
2. If the official is required to file and does file an affidavit under Subsection (1), the official is not required to abstain from further participation in the matter requiring the affidavit if a majority of the members of the governmental entity of which the official is a member is composed of persons who are likewise required to file and who do file affidavits of similar interests on the same official action.
3. Furthermore, the official may not:
 - a) act as surety for a business entity that has work, business, or a contract with Lubbock County; or

b) act as surety on any official bond required of an officer of Lubbock County.

4. "Substantial Interest"

a) A person has a substantial interest in a business entity if:

(I) the person owns 10 percent or more of the voting stock or shares of the business entity or owns either 10 percent or more or \$5,000 or more of the fair market value of the business entity; or

(II) funds received by the person from the business entity exceed 10 percent of the person's gross income for the previous year.

b) A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of \$2,500 or more.

c) A local public official is considered to have a substantial interest under this section if a person related to the official in the first degree by consanguinity or affinity, as determined under Chapter 573, Government Code, has a substantial interest under this section.

d) The relation in c) is defined as the official's spouse, father, mother, father-in-law, mother-in-law, brother, sister, brother-in-law, and sister-in-law.

5. "Business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law.

B. Additional Forbidden Actions, Selected Criminal Statutes

The following actions are forbidden under the Texas Penal Code:

1. Abuse of Official Capacity which includes the misuse of anything of value belonging to the government or violating a law relating to the individuals office or employment.

2. Official Oppression which includes the use of one's official position to deny another the exercise or enjoyment of any right.

3. Misuse of Official Information which includes the use of information not yet released to the public and known by virtue of one's official position, for personal gain, for the gain of another person, or with intent to harm another person.

4. Honorariums and solicitation or acceptance of gifts for the performance of official duties.

5. Perjury, Falsification and Tampering with or Fabricating Evidence and Official Records

XVIX. Lubbock County Purchasing Policy is based on statutes provided for in Texas Local Government Code and Texas Penal Code. All statutes were currently in force at the time of the approval of this policy.

XX. If found to be in the best interest of Lubbock County, any part or portion of this policy may be repealed or changed by an order of the Commissioners' Court. Such action will not affect any other part or portion of this policy.

XXI. Federal Grant Procurement Standards IAW Part 200, OMB Uniform Grant Guidance

§200.318 General Procurement Standards

Note: Lubbock County has elected to postpone implementation of the Uniform Guidance procurement requirements until FY 2017.

- (a) Lubbock County will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, modified to conform to applicable Federal law and the standards identified in this part.
- (b) Lubbock County will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- (c) Conflicts of Interest: No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of Lubbock County may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, unsolicited items of nominal value may be accepted. A violation of this section will result in disciplinary action up to and including termination of employment.
- (d) Lubbock County seeks to avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- (e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, Lubbock County participates in state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- (f) Lubbock County encourages the use of Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- (g) Lubbock County uses value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

- (h) Lubbock County must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- (i) Lubbock County will maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
- (j)(1) Lubbock County may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:
 - (i) The actual cost of materials; and
 - (ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.
- (2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, Lubbock County must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.
- (k) Lubbock County alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve Lubbock County of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of Lubbock County unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

§200.319 Competition.

- (a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals are excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:
 - (1) Placing unreasonable requirements on firms in order for them to qualify to do business;
 - (2) Requiring unnecessary experience and excessive bonding;

- (3) Noncompetitive pricing practices between firms or between affiliated companies;
 - (4) Noncompetitive contracts to consultants that are on retainer contracts;
 - (5) Organizational conflicts of interest;
 - (6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
 - (7) Any arbitrary action in the procurement process.
- (b) Lubbock County conducts procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
 - (c) Lubbock County will ensure that all solicitations:
 - (1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - (2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
 - (d) Lubbock County must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, Lubbock County does not preclude potential bidders from qualifying during the solicitation period.

§200.320 Methods of Procurement to be followed.

Lubbock County may use any of the following methods of procurement.

- (a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (\$3000 or \$2000 in the case of a construction bid subject to the Davis-Bacon Act)). To the extent practicable, Lubbock County must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if Lubbock County considers the price to be reasonable.
- (b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold (\$150,000). If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
- (c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

- (i) A complete, adequate, and realistic specification or purchase description is available;
- (ii) Two or more responsible bidders are willing and able to compete effectively for the business; and
- (iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

- (i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publically advertised;
- (ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- (iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- (iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(v) Any or all bids may be rejected if there is a sound documented reason.

- (d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) Lubbock County must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) Lubbock County may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) [Reserved]

(f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from Lubbock County;
or

(4) After solicitation of a number of sources, competition is determined inadequate.

§200.321 Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms.

- (a) Lubbock County must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
- (b) Affirmative steps must include:
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
 - (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of Recovered Materials.

Lubbock County and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

§200.323 Contract Cost and Price.

- (a) Lubbock County must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, Lubbock County must make independent estimates before receiving bids or proposals.

- (b) Lubbock County must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.
- (c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for Lubbock County under Subpart E—Cost Principles of this part. Lubbock County may reference its own cost principles that comply with the Federal cost principles.
- (d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal Awarding Agency or Pass-through Entity Review.

- (a) Lubbock County must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if Lubbock County desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.
- (b) Lubbock County must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:
 - (1) Lubbock County's procurement procedures or operation fails to comply with the procurement standards in this part;
 - (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
 - (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
 - (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
 - (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

- (c) Lubbock County is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) Lubbock County may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) Lubbock County may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from Lubbock County that it is complying with these standards. Lubbock County must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding Requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of Lubbock County provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

- (a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- (b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- (c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract Provisions.

Lubbock County's contracts for procurements using federal grant funds contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

Investment 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

I. 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.

II. 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.
- 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.

III. 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 [PFIA 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 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 [PFIA 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) [PFIA 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 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.

IV. 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
- 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.

V. RESPONSIBILITY AND CONTROL

Delegation of Authority [PFIA 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 [PFIA 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 (PFIA 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 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 (PFIA 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 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 [PFIA 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.

VI. SUITABLE AND AUTHORIZED INVESTMENTS

Investments [PFIA 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 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.

1. 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
 - 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. (PFIA 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 [PFIA 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.

VII. INVESTMENT PARAMETERS

Maximum Maturities [PFIA 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.

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 ten years from the date of purchase.

The composite portfolio will have a weighted average maturity of 3 ½ years or less. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [PFIA 2256.005(b)(4)(C)]

Diversification [PFIA 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%

VIII. 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:

- 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 (*PFIA 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. [PFIA 2256.005(k-l)]

Delivery vs. Payment [PFIA 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.

IX. 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. 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.

X. 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.

XI. REPORTING (PFIA 2256.023)

Methods

Commissioners' Court Meeting - The Investment Officer shall prepare an investment report for each Commissioners' Court meeting that summarizes investment transactions for preceding period. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- A listing of maturing investments during the reporting period.
- A listing of investments purchased during the reporting period.

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 principles. 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.
- 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 [PFIA 2256.023(d)].

Monitoring Market Value [PFIA 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.

XII. INVESTMENT POLICY ADOPTION [PFIA 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.

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.

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.

Contingency Account - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

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 the various pensions, 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

JP - Justice of the Peace.

LCAD – Lubbock Central Appraisal District

LCJJC – Lubbock County Juvenile Justice Center

LE – Law Enforcement

LECD – Lubbock Emergency Communications District

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's Office.

MHMR - Mental Health Mental Retardation.

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

SPATF – South Plains Auto 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.

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

Working Capital – The excess of total current assets over total current liabilities.