
LUBBOCK COUNTY, TEXAS

ADOPTED BUDGET

FISCAL YEAR
2017-2018



BUDGET YEAR FROM
OCTOBER 1, 2017 TO SEPTEMBER 30, 2018

Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



Budget Year from
October 1, 2017 to September 30, 2018



Lubbock County TX

This budget will raise more revenue from property taxes than last year's budget by an amount of \$3,800,340 which is a 5.97 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$2,351,036.

<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>
Gilbert Flores, Comm., Prec. #3	Yay <u>X</u> Nay <u> </u>	Yay <u>X</u> Nay <u> </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	FY17	FY18
Property Tax Rate	.358158	.358158
Effective Tax Rate	.348029	.350032
Effective Maintenance and Operations Tax Rate	.448436	.446289
Rollback Tax Rate	.387328	.519046
Debt Tax Rate	.042990	.037054


Debt Obligations		
Total amount of County Debt Obligations	FY17	FY18
	\$47,420,000	\$38,265,000

BUDGET CERTIFICATE

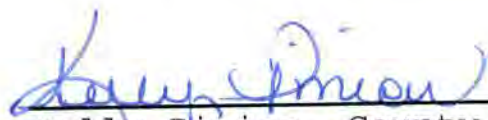
Budget Year from October 1, 2017 to September 30, 2018

**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 11th day of September 2017, as the same appears on file in the office of the County Clerk of said County.



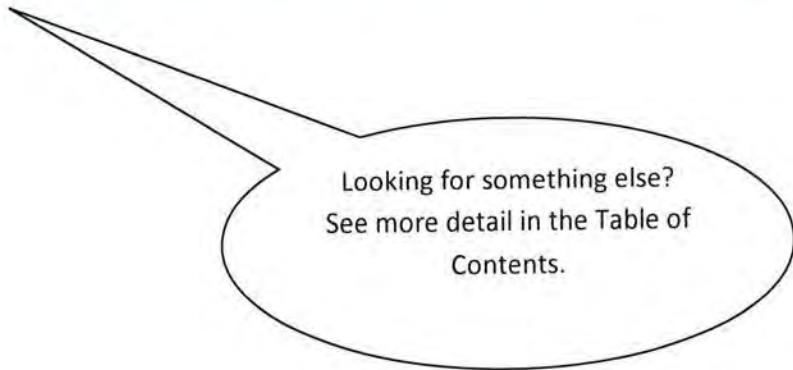
Jackie Latham, County Auditor



Kelly Pinion, County Clerk

COMMON QUESTIONS ABOUT THE BUDGET

- What's the County's tax rate? [p. 35, Chart p. 38](#)
- What's the total budget of the County? [p.1](#)
- How much revenue comes from taxes and what are other sources of revenue? [p. 35 and p. 43-45](#)
- How much will Road and Bridge spend? [Total Budget p. 150-151, Chart p. 149](#)
- How many employees work for the County and where? [p. 281-283, Summary on p. 284](#)
- Does the County have a financial policy that guides how funds are reported, invested, and audited?
[p. 23 and p. 324-338](#)
- What does "GAAP" mean? [Glossary p. 344](#)
- What's the population of Lubbock County? [p. 5](#)
- What is the total budget of the Lubbock County Detention Center? [p. 91](#)
- Where can I find the detailed operating budget? [The detailed operating budget for FY 2018 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, 2016

Executive Director

LUBBOCK COUNTY

Jacqueline Latham, CPA
County Auditor

Rhonda Scott
First Assistant Auditor



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October 1, 2017

The Honorable County Judge and County Commissioners:

This Lubbock County Operating Budget for Fiscal Year 2018 was adopted by the Commissioners' Court on Monday, September 11, 2017 and will be used as the management control device of Lubbock County from October 1, 2017 through September 30, 2018.

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 2018 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 2018 Proposed Budget was held on September 11, 2017. 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 4.7% in tax year 2017 (Fiscal Year 2017-2018). The Commissioners' Court approved a tax rate of \$0.358158 per \$100 valuation which is an increase of \$0.008126 over the effective rate of \$0.350032 and \$0 over the 2017 rate. The amount of taxes imposed this year on the average home would increase approximately \$22.13 due to higher valuations. New property added to the tax roll for the first time in tax year 2017 generated \$2,351,036.

Revenue Changes – General Fund

Various revenue line items increased with the most significant increases being ad valorem tax in the amount of \$4,336,024, certificate of title commissions in the amount of \$78,500, and rentals-buildings in the amount of \$65,565.

Expenditure Changes – General Fund

The General Fund budget for FY 2018 is \$107,777,500, which represents a 0.0054% decrease above the \$108,361,363 budget for FY 2017. The primary focus of the FY 2018 budget was to provide radio system upgrade for law enforcement, technology enhancements 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 by S&P Global raising its long-term rating to AA+ 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 2017 is estimated at \$22 million which represents approximately 21% of budgeted FY 2018 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 2017 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 2018 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 2018 budget include providing funding to continue services formerly supported by grant resources, replacing vehicles for law enforcement, District Attorney, and Constables and providing a 1.23% COLA and 1.77% merit to personnel budgets 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.

- Preserving, maintaining and upgrading life safety issues throughout County buildings.
- Planning for completion of CRTC renovations.
- Replacing aging radio system for law enforcement.
- Preserving fund balance for disaster or emergency situations.
- Providing for technology upgrades.

The FY 2018 budget adopted by the County Commissioners totaled \$174,787,428, a net decrease of \$6,983,986 or 3.84 percent in comparison to the FY 2017 adopted budget.

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

- Several new positions were added in FY 2018.
- Increases to personnel line items by 1.23 COLA and 1.77 merit.
- Decreased budgets in multiple departments and special revenue funds.
- Capital improvements including the CRTC building.
- Increased resources for technology enhancements.

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 2018 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 2018 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 2017 – 2018
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Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



Organizational Summaries

LUBBOCK COUNTY, TEXAS
TWO YEAR EXPENDITURE COMPARISON
ALL FUNDS

Fund	FY 2017 Budget	FY 2018 Budget	Variance	% Change
011 - GENERAL FUND	\$ 108,361,363	\$ 107,777,500	\$ (583,863)	-0.54%
020 - CONSOLIDATED ROAD AND BRIDGE	6,569,698	8,248,678	1,678,980	25.56%
031 - PRECINCT 1 PARK	105,701	107,611	1,910	1.81%
032 - SLATON/ROOSEVELT PARK	208,467	177,149	(31,318)	-15.02%
033 - IDALOU/NEW DEAL PARK	313,276	260,228	(53,048)	-16.93%
034 - SHALLOWATER PARK	145,288	153,711	8,423	5.80%
041 - PERMANENT IMPROVEMENT	5,326,001	4,438,500	(887,501)	-16.66%
042 - NEW ROAD	1,300,000	2,800,000	1,500,000	115.38%
046 - TJJD (P) JJAEP GRANT	23,853	23,853	-	0.00%
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	60,000	-	(60,000)	-100.00%
050 - JUVENILE STAR PROGRAM	515,145	525,735	10,590	2.06%
051 - JUVENILE PROBATION	6,827,051	6,953,863	126,812	1.86%
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,055,492	2,068,888	13,396	0.65%
055 - JUVENILE DETENTION	4,010,788	4,112,123	101,335	2.53%
057 - JUVENILE FOOD SERVICE	414,609	375,082	(39,527)	-9.53%
064 - TJJD (E) TITLE IV E GRANT	270,526	272,422	1,896	0.70%
066 - CJD RE ENTRY DRUG COURT GRANT	114,247	40,953	(73,294)	-64.15%
067 - CJD DWI COURT GRANT	92,302	36,751	(55,551)	-60.18%
068 - CJD FAMILY RECOVERY COURT GRANT	-	-	-	0.00%
070 - ON LINE ACCESS	100,000	100,000	-	0.00%
071 - INDIGENT DEFENSE COORDINATOR GRANT	-	-	-	0.00%
072 - CJD DRUG COURT GRANT	107,076	48,991	(58,085)	-54.25%
074 - COUNTY DRUG COURT COURT COST	48,240	38,740	(9,500)	-19.69%
075 - DISPUTE RESOLUTION	319,705	328,600	8,895	2.78%
076 - USDA AG MEDIATION GRANT	101,700	175,500	73,800	72.57%
077 - DOMESTIC RELATIONS OFFICE	230,200	211,600	(18,600)	-8.08%
081 - LAW LIBRARY	185,275	185,039	(236)	-0.13%
083 - ELECTION SERVICES	700,000	700,000	-	0.00%
085 - ELECTION ADMINISTRATION	39,000	43,000	4,000	10.26%
086 - ELECTION EQUIPMENT	6,193,038	30,856	(6,162,182)	-99.50%
088 - LEPC GRANT	-	92,663	92,663	100.00%
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	42,264	41,701	(563)	-1.33%
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	1,188,076	743,273	(444,803)	-37.44%
092 - COUNTY RECORDS MGT AND PRESERVATION	194,633	100,676	(93,957)	-48.27%
093 - COURTHOUSE SECURITY	105,000	110,000	5,000	4.76%
094 - COURT RECORD PRESERVATION	50,590	43,400	(7,190)	-14.21%
096 - HISTORICAL COMMISSION	12,400	11,700	(700)	-5.65%
097 - CHILD ABUSE PREVENTION	425	425	-	0.00%
098 - JUSTICE COURT TECHNOLOGY	93,088	93,088	-	0.00%
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	9,235	8,900	(335)	-3.63%
102 - DISTRICT COURT RECORDS TECHNOLOGY	31,700	30,700	(1,000)	-3.15%
103 - COUNTY CLERK RECORDS ARCHIVES	900,000	740,000	(160,000)	-17.78%
113 - REGIONAL PUBLIC DEFENDER GRANT	4,836,527	5,516,371	679,844	14.06%
122 - SHERIFF CONTRABAND	511,000	312,000	(199,000)	-38.94%
124 - INMATE SUPPLY	780,000	785,810	5,810	0.74%
126 - VINE GRANT	-	27,716	27,716	100.00%
128 - HOMELAND SECURITY GRANT	-	118,085	118,085	100.00%
142 - LEOSE SHERIFF	83,881	108,000	24,119	28.75%
145 - SHERIFF COMMISSARY SALARY	517,073	588,405	71,332	13.80%
146 - LECD EMERGENCY COMMUNICATION GRANT	-	29,002	29,002	100.00%
150 - TAG GRANT	-	1,151,331	1,151,331	100.00%
161 - CDA BUSINESS CRIMES	106,400	101,244	(5,156)	-4.85%
163 - CDA CONTRABAND	150,160	150,000	(160)	-0.11%
164 - CDA SPATTF GRANT	670,332	682,145	11,813	1.76%
166 - CDA JAG GRANT	155,164	57,464	(97,700)	-62.97%
171 - CDA VICA VICTIM ADVOCACY GRANT	120,423	255,619	135,196	112.27%
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	105,654	-	(105,654)	-100.00%
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	-	5,874,786	5,874,786	100.00%
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	-	-	(6,422,410)	-100.00%
204 - TAX NOTES, SERIES 2013	1,257,989	1,276,007	18,018	1.43%
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	180,322	180,827	505	0.28%
303 - LE RENOVATIONS	-	-	-	0.00%
304 - LE RENOVATIONS #2	3,650,000	-	(3,650,000)	-100.00%
306 - CRTC RENOVATIONS	1,893,831	930,590	(963,241)	-50.86%
307 - CRTC RENOVATIONS #2	406,169	1,551,117	1,144,948	281.89%
401 - EMPLOYEE HEALTH BENEFIT	10,965,427	11,193,510	228,083	2.08%
403 - WORKERS COMPENSATION	1,593,200	1,645,500	52,300	3.28%
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$ 181,771,414	\$ 174,787,428	\$ (6,983,986)	-3.84%

<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, 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.

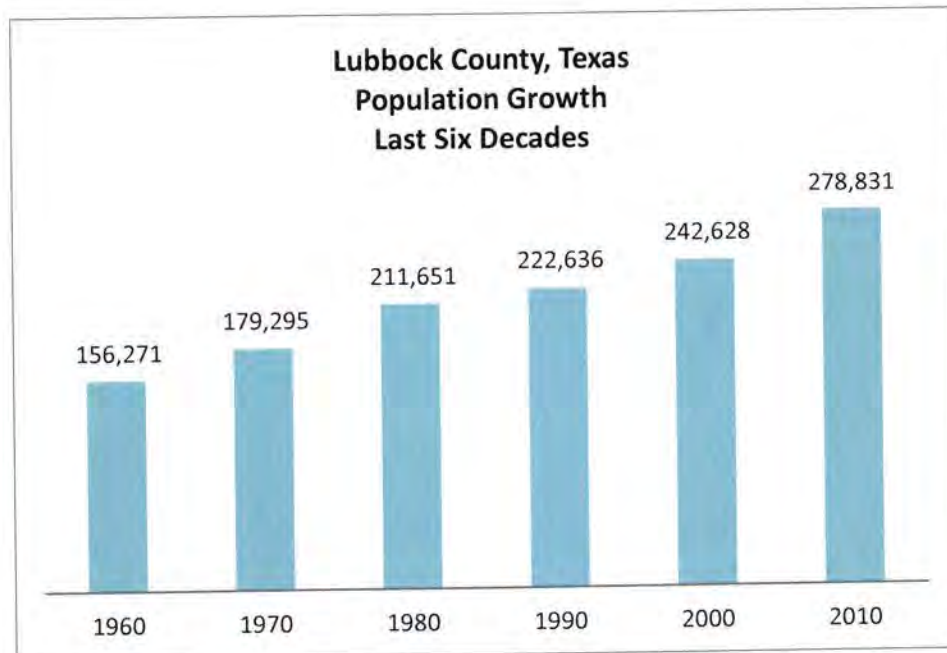
By 1891 the Lubbock County Government was fully functional, so to make everything official the county jail was approved May 11, 1891, giving the first churches of Lubbock a place to congregate. The jailhouse also served the community as a temporary school and a sort of social center. The city of Lubbock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

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

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



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

**LUBBOCK COUNTY, TEXAS
ECONOMIC AND DEMOGRAPHIC INFORMATION
TOP TEN PRINCIPAL TAXPAYERS
September 30, 2017**

Taxpayer	Type of Business	Taxable Value	% of Total Taxable Assessed Value
Southwestern Public Service	Electricity Utility	\$162,476,592	0.80%
Macerich South Plains LP	Real Estate Holdings	\$122,400,718	0.60%
United Supermarket LLC	Retail Supermarket	\$95,867,266	0.47%
Atmos Energy/West Texas Division	Natural Gas Utility	\$70,231,730	0.35%
BNSF Railway Co	Transportation	\$57,355,850	0.28%
ACC OP LLC	Apartments	\$48,560,499	0.24%
TTUC LLC	Apartments	\$42,925,212	0.21%
South Plains Electric Coop Inc.	Electricity Utility	\$41,627,050	0.21%
TYCO Fire Products LP	Manufacturer	\$40,699,827	0.20%
Republic at Lubbock LLC	Apartments	\$39,805,525	0.20%
Total Taxable Value - Top Ten Taxpayers		<u>\$721,950,269</u>	<u>3.57%</u>
Total Taxable Assessed Valuation		\$20,232,085,269	

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	1160
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>

* As of June 2016

**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:	1,160
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: 125,583
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 2016: 151,483
Total labor force in 2017: 154,984
Unemployment rate in 2017: 2.9%
Average household size: 2.56
Median household income: \$48,186

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

Notable locations in Lubbock County: Lubbock Business Park, Forest Ranch, S-Bar Ranch, Texas Air Museum, National Ranching Heritage Center, Lubbock Area Veterans War Memorial, American Windmill Museum, Lubbock Lake Landmark, Silent Wings Museum, Shallowater Water Field.

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: 84.7%
People 25 years of age or older with a bachelor's degree or higher: 27.5%

Source: factfinder.census.gov, city-data.com, txcip.org, lubbockeda.org, research.stlouisfed.org, texas.hometownlocator.com, and www.visitlubbock.org

LUBBOCK COUNTY, TEXAS

Strategic Planning

Strategic planning is Lubbock County's process of defining its direction and making decisions on allocating resources to pursue this strategy, including capital and people. The Strategic Planning Committee consists of key Lubbock County personnel and assesses the Strategic Plan and updates the direction the County is going based on current events while driving toward long range goals. Strategic Planning is the cornerstone for communicating needs, completing tasks, and staying focused on long range goals to provide a sense of direction, continuity, and effective staffing and leadership for Lubbock County to best utilize resources to provide services to the citizens of Lubbock County. The Strategic Plan was first adopted on September 25, 2006 and is currently being implemented in steps, with some initiatives already underway. Lubbock County's Strategic Plan is presented in the appendix beginning on page 266.

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

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

Financial Administration

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

Legal

- District Attorney
- Regional Public Defender

Public Facilities

- Facility Maintenance
- Parks
- Permanent Improvement
- Parking

Miscellaneous

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

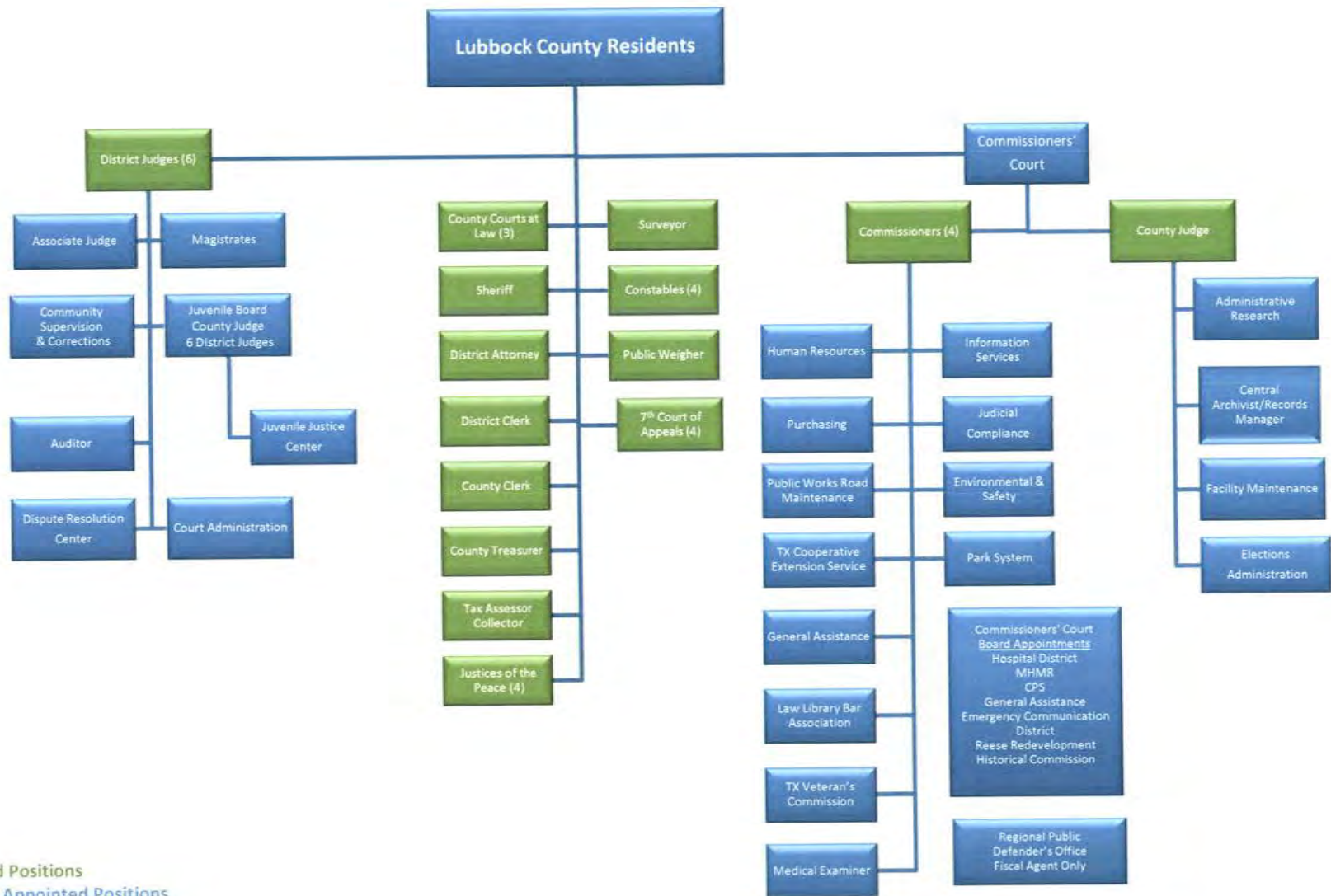
Transportation

- Consolidated Road and Bridge
- Public Works

Public Safety

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

Lubbock County Organization Chart



LUBBOCK COUNTY, TEXAS
2018 ELECTED AND APPOINTED OFFICIALS
October 1, 2017

Lubbock County Elected Officials:

Constables:

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

Paul Hanna
Jody Barnes
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
Gilbert Flores
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
Vacant
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
Judy Parker
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

Sunshine Stanek
Stephen L. Johnson
Linda Lemon
Jacqueline Latham, CPA
Melissa Jo McNamara

LUBBOCK COUNTY, TEXAS
2018 ELECTED AND APPOINTED OFFICIALS
October 1, 2017

Director of Community Supervision and Corrections	Steven Henderson
Director of Court Administration	Dean Stanzione
Director of Dispute Resolution	D. Gene Valentini
Director of Facilities	Natalie Harvill
Director of General Assistance	Diana Gurule-Copado
Director of Human Resources	Greg George
Director of Information Technology	Mark Johnston
Director of Judicial Compliance	Lorrie Jarnagin
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	Ronda Alexander

LUBBOCK COUNTY, TEXAS
Commissioners' Court – Duties and Responsibilities

Commissioners' Court:

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

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

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

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

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

Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



Fund Balance Summaries

All Funds – Fund Balance Summary

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

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

Committed Fund Balance includes amounts that can be spent only for the specific purposes determined by a formal action of the Commissioners' Court. Commitments may be changed or lifted only by the Commissioners' Court taking the same formal action that imposed the constraint originally. The Commissioners' Court determined it will commit \$12,275,000 of fund balance on September 29, 2017 from general fund reserves to fund:

• CRTC Renovations Phase II-III FY 2019	\$2,000,000
• Loop 88 Right of Way FY 2019	\$1,500,000
• Loop 88 Right of Way FY 2020	\$1,500,000
• LCJJC – Inside Classrooms FY 2019	\$1,500,000
• Woodrow Road FY 2021	\$1,475,000
• 916 Main 2 nd Floor Renovations FY 2019	\$1,000,000
• 916 Main Renovations (1 st & 3 rd Floors) FY 2020	\$1,000,000
• County Courthouse Waterproofing Basement FY 2019	\$ 600,000
• Detention Center Flooring FY 2020	\$ 500,000
• CRTC Renovations Phase IV FY 2020	\$ 500,000
• Relocate Community Service Corrections FY 2021	\$ 500,000
• Loop 88 Right of Way FY 2021	\$ 200,000

LUBBOCK COUNTY
PROJECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2017

FUND NAME	2016-2017				2017-2018		
	BEGINNING FUND BALANCE	FY 17 ESTIMATED REVENUES	FY 17 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 18 BUDGETED REVENUES	FY 18 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
011 - GENERAL FUND	\$ 39,380,617	\$ 98,028,485	\$ 108,361,363	\$ 29,047,739	\$ 100,928,821	\$ 107,777,500	\$ 22,199,060
020 - CONSOLIDATED ROAD AND BRIDGE	6,583,891	5,844,328	6,569,698	5,858,521	6,228,648	8,248,678	3,838,491
031 - PRECINCT 1 PARK	558,075	105,701	105,701	558,075	107,611	107,611	558,075
032 - SLATON/ROOSEVELT PARK	150,155	101,061	174,827	76,389	100,761	177,149	1
033 - IDALOU/NEW DEAL PARK	250,500	99,426	189,309	160,617	99,611	260,228	0
034 - SHALLOWATER PARK	297,013	96,511	145,288	248,236	96,611	153,711	191,136
041 - PERMANENT IMPROVEMENT	3,022,795	3,338,029	4,361,001	1,999,823	2,438,698	4,438,500	21
042 - NEW ROAD	1,047,802	486,300	773,011	761,091	2,038,910	2,800,000	1
046 - TJJD (P) JJAEP GRANT	-	23,853	23,853	-	23,853	23,853	-
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	-	60,000	60,000	-	-	-	-
050 - JUVENILE STAR PROGRAM	-	515,145	515,145	-	525,735	525,735	-
051 - JUVENILE PROBATION	1,642,841	6,827,051	6,827,051	1,642,841	6,838,000	6,953,863	1,526,978
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	-	2,055,492	2,055,492	-	2,068,888	2,068,888	-
055 - JUVENILE DETENTION	-	4,010,788	4,010,788	-	4,112,123	4,112,123	-
057 - JUVENILE FOOD SERVICE	-	414,609	414,609	-	375,082	375,082	-
064 - TJJD (E) TITLE IV E GRANT	-	270,526	270,526	-	272,422	272,422	-
066 - CJD RE ENTRY DRUG COURT GRANT	-	114,247	114,247	-	40,953	40,953	-
067 - CJD DWI COURT GRANT	-	92,302	92,302	-	36,751	36,751	-
068 - CJD FAMILY RECOVERY COURT GRANT	-	-	-	-	-	-	-
070 - ON LINE ACCESS	191,959	51,900	100,000	143,859	43,000	100,000	86,859
071 - INDIGENT DEFENSE COORDINATOR GRANT	-	-	-	-	-	-	-
072 - CJD DRUG COURT GRANT	-	107,076	107,076	-	48,991	48,991	-
074 - COUNTY DRUG COURT COURT COST	166,970	48,240	48,240	166,970	38,740	38,740	166,970
075 - DISPUTE RESOLUTION	24,207	319,705	319,705	24,207	328,600	328,600	24,207
076 - USDA AG MEDIATION GRANT	-	101,700	101,700	-	175,500	175,500	-
077 - DOMESTIC RELATIONS OFFICE	21,196	230,200	230,200	21,196	211,600	211,600	21,196
081 - LAW LIBRARY	10,246	181,385	185,275	6,356	180,139	185,039	1,456
083 - ELECTION SERVICES	119,333	700,000	700,000	119,333	700,000	700,000	119,333
085 - ELECTION ADMINISTRATION	204,240	39,000	39,000	204,240	43,000	43,000	204,240
086 - ELECTION EQUIPMENT	637,511	5,793,038	6,193,038	237,511	30,856	30,856	237,511
088 - LEPC GRANT	-	-	-	-	92,663	92,663	-
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	74,740	18,238	42,264	50,714	16,600	41,701	25,613
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	2,578,868	472,400	1,188,076	1,863,192	560,000	743,273	1,679,919

LUBBOCK COUNTY
PROJECTED FUND BALANCE REPORT
AS OF: SEPTEMBER 30TH, 2017

19

FUND NAME	2016-2017				2017-2018		
	BEGINNING FUND BALANCE	FY 17 ESTIMATED REVENUES	FY 17 ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE	FY 18 BUDGETED REVENUES	FY 18 BUDGETED EXPENDITURES	BUDGETED FUND BALANCE
092 - COUNTY RECORDS MGT AND PRESERVATION	606,839	93,500	194,633	505,706	95,500	100,676	500,530
093 - COURTHOUSE SECURITY	-	105,000	105,000	-	110,000	110,000	-
094 - COURT RECORD PRESERVATION	196,285	50,590	50,590	196,285	43,400	43,400	196,285
096 - HISTORICAL COMMISSION	10,075	4,500	7,000	7,575	5,000	11,700	875
097 - CHILD ABUSE PREVENTION	2,461	425	425	2,461	425	425	2,461
098 - JUSTICE COURT TECHNOLOGY	312,108	35,700	93,088	254,720	36,700	93,088	198,332
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	49,684	9,235	9,235	49,684	8,900	8,900	49,684
102 - DISTRICT COURT RECORDS TECHNOLOGY	86,862	31,700	31,700	86,862	30,700	30,700	86,862
103 - COUNTY CLERK RECORDS ARCHIVES	1,674,856	479,310	900,000	1,254,166	562,000	740,000	1,076,166
113 - REGIONAL PUBLIC DEFENDER GRANT	2,491,640	4,233,839	4,836,527	1,888,952	5,516,371	5,516,371	1,888,952
122 - SHERIFF CONTRABAND	383,824	511,000	511,000	383,824	312,000	312,000	383,824
124 - INMATE SUPPLY	2,369,267	780,000	780,000	2,369,267	785,810	785,810	2,369,267
126 - VINE GRANT	-	-	-	-	27,716	27,716	-
128 - HOMELAND SECURITY GRANT	-	-	-	-	118,085	118,085	-
142 - LEOSE SHERIFF	84,684	83,881	83,881	84,684	86,000	108,000	62,684
145 - SHERIFF COMMISSARY SALARY	52,144	517,073	517,073	52,144	588,405	588,405	52,144
146 - LECD EMERGENCY COMMUNICATION GRANT	-	-	-	-	29,002	29,002	-
150 - TAG GRANT	-	-	-	-	1,151,331	1,151,331	-
161 - CDA BUSINESS CRIMES	34,662	106,400	106,400	34,662	101,244	101,244	34,662
163 - CDA CONTRABAND	469	150,160	150,160	469	150,000	150,000	469
164 - CDA SPATTF GRANT	-	670,332	670,332	-	682,145	682,145	-
166 - CDA JAG GRANT	-	155,164	155,164	-	57,464	57,464	-
171 - CDA VOCA VICTIM ADVOCACY GRANT	-	120,423	120,423	-	255,619	255,619	-
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	-	105,654	105,654	-	-	-	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	-	-	-	-	5,874,786	5,874,786	-
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	813,934	6,422,410	6,422,410	813,934	-	-	813,934
204 - TAX NOTES, SERIES 2013	2,688	1,257,989	1,257,989	2,688	1,276,007	1,276,007	2,688
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	177,636	180,322	180,322	177,636	180,827	180,827	177,636
303 - LE RENOVATIONS	5,548	-	-	5,548	-	-	5,548
304 - LE RENOVATIONS #2	1,088,908	1,605,000	2,685,000	8,908	-	-	8,908
306 - CRTC RENOVATIONS	1,799,422	20,000	893,831	925,591	5,000	930,590	1
307 - CRTC RENOVATIONS #2	-	408,117	-	408,117	1,143,000	1,551,117	-
401 - EMPLOYEE HEALTH BENEFIT	4,421,040	10,965,427	10,965,427	4,421,040	11,193,510	11,193,510	4,421,040
403 - WORKERS COMPENSATION	8,354,388	1,593,200	1,593,200	8,354,388	1,645,500	1,645,500	8,354,388
GRAND TOTAL	\$ 81,982,382	\$ 161,243,087	\$ 177,745,249	\$ 65,480,220	\$ 160,875,614	\$ 174,787,428	\$ 51,568,406

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

General Fund

Declining revenues continue to impact the budget. The addition of new positions, increases to personnel budgets contributed to the projected fund balance decline. Committed fund balance in the amount of \$4,141,000 was drawn on as planned for CRTC renovations and radio system upgrade. The draw on reserves is not expected to impair operations.

Consolidated Road and Bridge

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

Slaton/Roosevelt Park

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

Idalou/New Deal Park

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

Shallowater Park

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

Permanent Improvement

Remodeling and updating projects delayed due to the reduced funding in recent years were analyzed and essential renovations were budgeted. Planned projects not completed in the prior year were budgeted for completion and the draw on reserves created.

New Road

The Loop 88 Right of Way installment payment created a draw on reserves due to a stagnant growth in revenues.

On Line Access

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

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

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.

District Clerk Records Mgt and Preservation

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

Historic 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

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

County Clerk Records Archives

Anticipated revenues were down. This draw is not expected to impair operations.

LEOSE Sheriff

Budgeting for operating costs and capital purchases beyond anticipated revenues created the draw on reserves. This draw is not expected to impair operations.

CRTC Renovations

Reserves will continue to deplete as the project is completed.

CRTC Renovations #2

Reserves will continue to deplete as the project is completed.

Lubbock County, Texas

Adopted Budget

FY 2017 - 2018



Budget Summaries

Major Funding Issues Facing 2018 Budget

The 2018 Budget continues to hold to the established principles in Lubbock County of conservative fiscal planning. The challenges faced by Lubbock County in preparing the 2018 Budget include the funding to provide funding to continue services formerly supported by grant resources, replacing law enforcement, District Attorney and constable vehicles and providing a 1.23% COLA and 1.77% merit to personnel budgets while preserving permanent improvements and fund balance.

Providing resources for technology enhancements, radio system upgrade for law enforcement and Loop 88 right of way installment payment.

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. Priorities had to be evaluated regarding permanent improvement projects to ensure adequate funds would be available to complete 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 2018 Budget

The 2018 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 to provide additional compensation to employees.
- Planning for completion of the CRTC building renovations.
- Providing affordable health insurance benefit options to employees and retirees and contributions to Health Savings Accounts.
- Providing funds for additional employees.

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 2018 budget appropriations are presented in the following expenditure categories:

- Personnel
- Operations
- Capital

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

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

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

Account Structure

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

Governmental Fund Types

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

General Fund

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

Consolidated Road and Bridge

A non-major fund which includes expenditures for the operation, repair and maintenance of roads and bridges located in Lubbock County. The primary source of revenue to the Consolidated Road and Bridge Special Revenue Fund consists of 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

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 two non-major Capital Project Funds included in the 2018 budget: 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: Tax Notes Series 2013, Refunding Bonds Series 2013, and Refunding Bonds Series 2016.

Proprietary Fund Types

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

Fiduciary Fund Types

The County is the trustee for certain funds. The County is responsible for ensuring that the assets reported in these funds are used for their intended purpose. There are two types of fiduciary fund types: agency funds and trust funds. Lubbock County currently has twenty-eight agency funds. Fifteen of those agency funds are the Lubbock County CSCD's funds. Those

funds are derived from TDCJ-CJAD and are expended in strict compliance with the financial resource manual provided by TDCJ-CJAD. The remaining thirteen agency funds are departmental funds: County Treasurer, Tax Assessor and Collector, County Clerk, District Clerk, JP Precinct 1, JP Precinct 2, JP Precinct 3, JP Precinct 4, Medical Examiner, District Attorney, Sheriff, Juvenile Probation, and the Employee Flex Spending Account. Lubbock County does not budget for these funds.

Lubbock County, Texas Budget Fund Structure

Operating Funds

General Fund
(011)

CAFR-Major Governmental Fund

Road and Bridge Fund
(020)

*CAFR-Non-Major Governmental
Fund*

Permanent
Improvement Fund
(041)

*CAFR-Non-Major Governmental
Fund*

Debit Service Funds

Debt Service Funds
(201-206)

*CAFR-Non-Major Governmental
Funds*

Other Funds

Regional Public
Defender (113)

*CAFR-Non-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

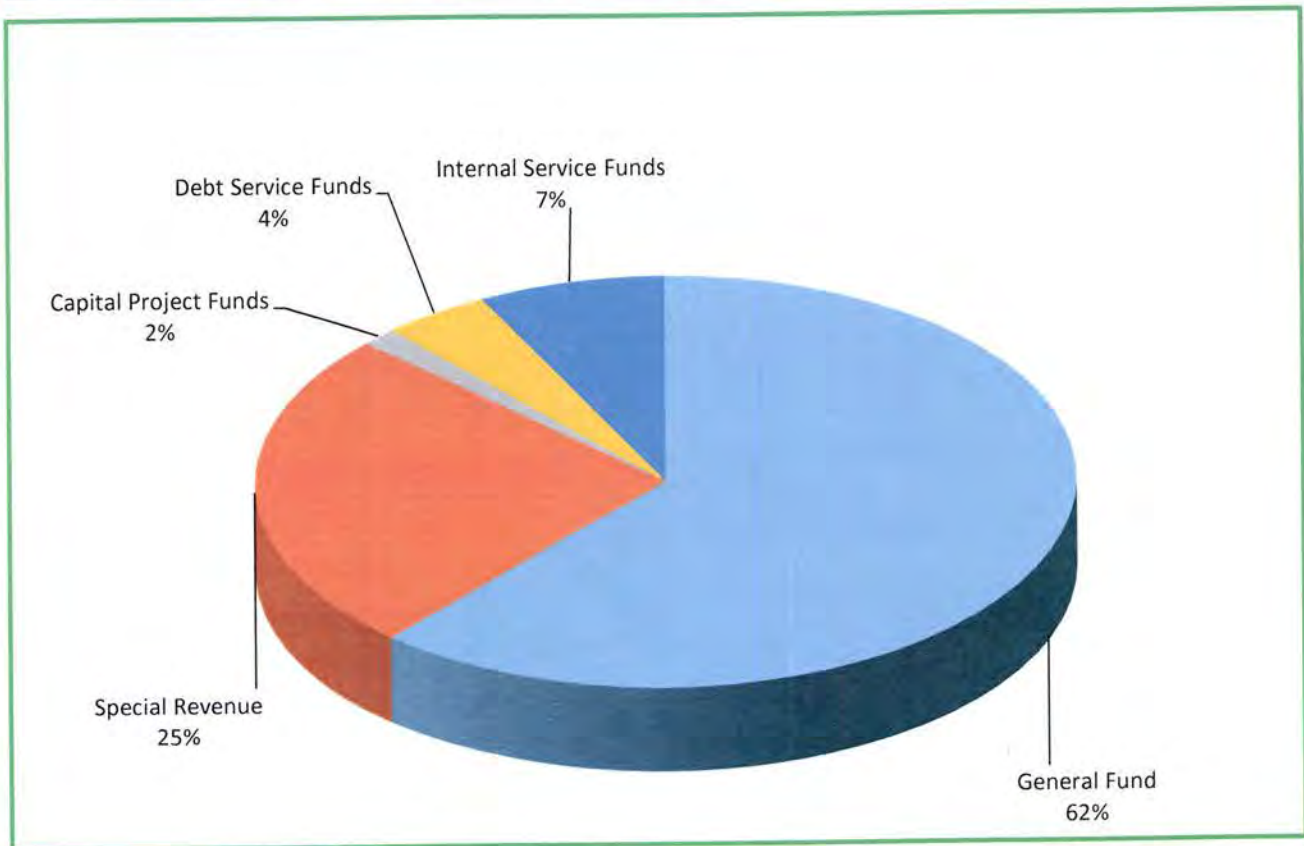
Capital Project Funds

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	\$	107,777,500
Special Revenue		44,357,591
Capital Project Funds		2,481,707
Debt Service Funds		7,331,620
Internal Service Funds		12,839,010
Total Budget by Fund Type	\$	174,787,428.00



Governmental and Proprietary Fund Type Descriptions:

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

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

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

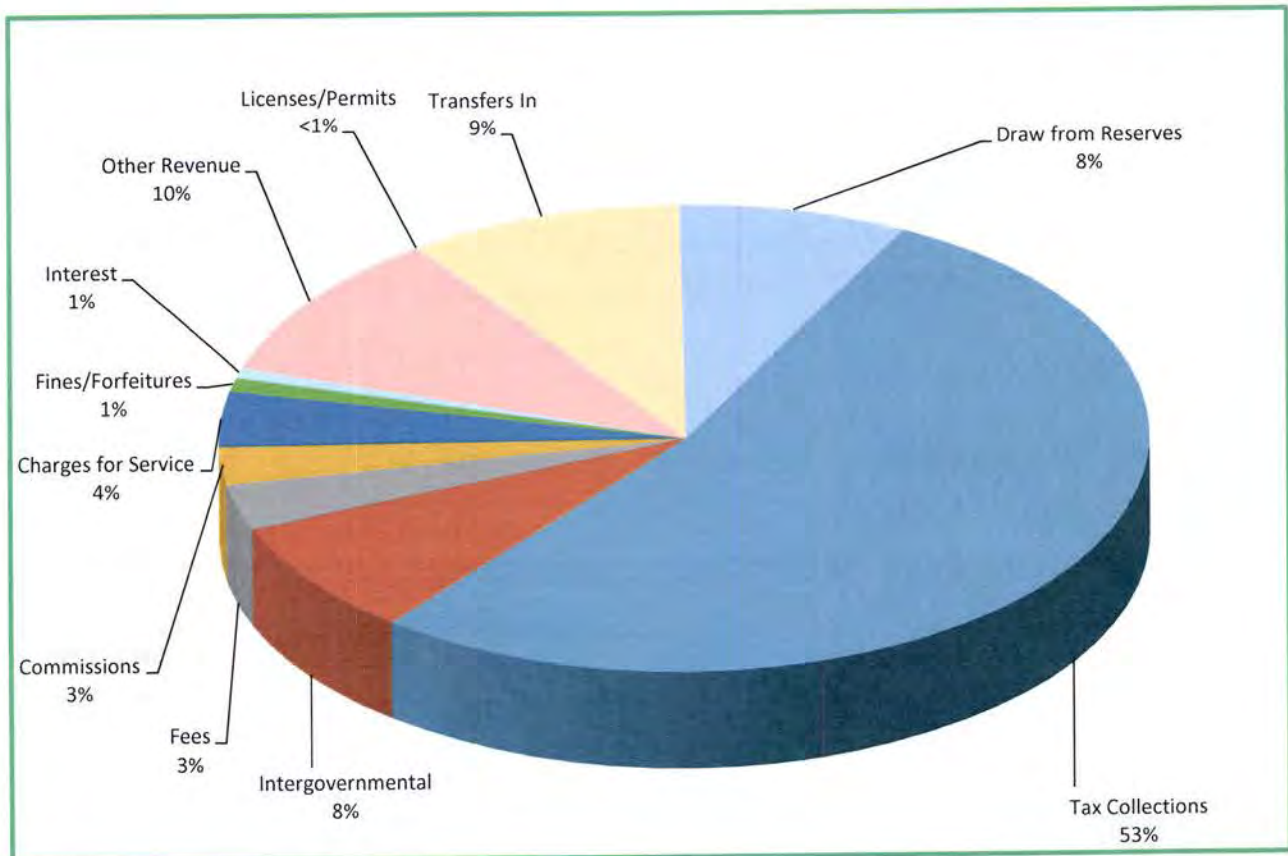
Debt Service Funds - Tax Notes Series 2013, Refunding Bonds Series 2013, and Refunding Bonds Series 2016.

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

LUBBOCK COUNTY, TEXAS
REVENUES BY FUNCTION
FY 2018 BUDGET - TOTAL COMPARATIVE REVENUES - ALL FUNDS

WHERE DOES THE MONEY COME FROM?

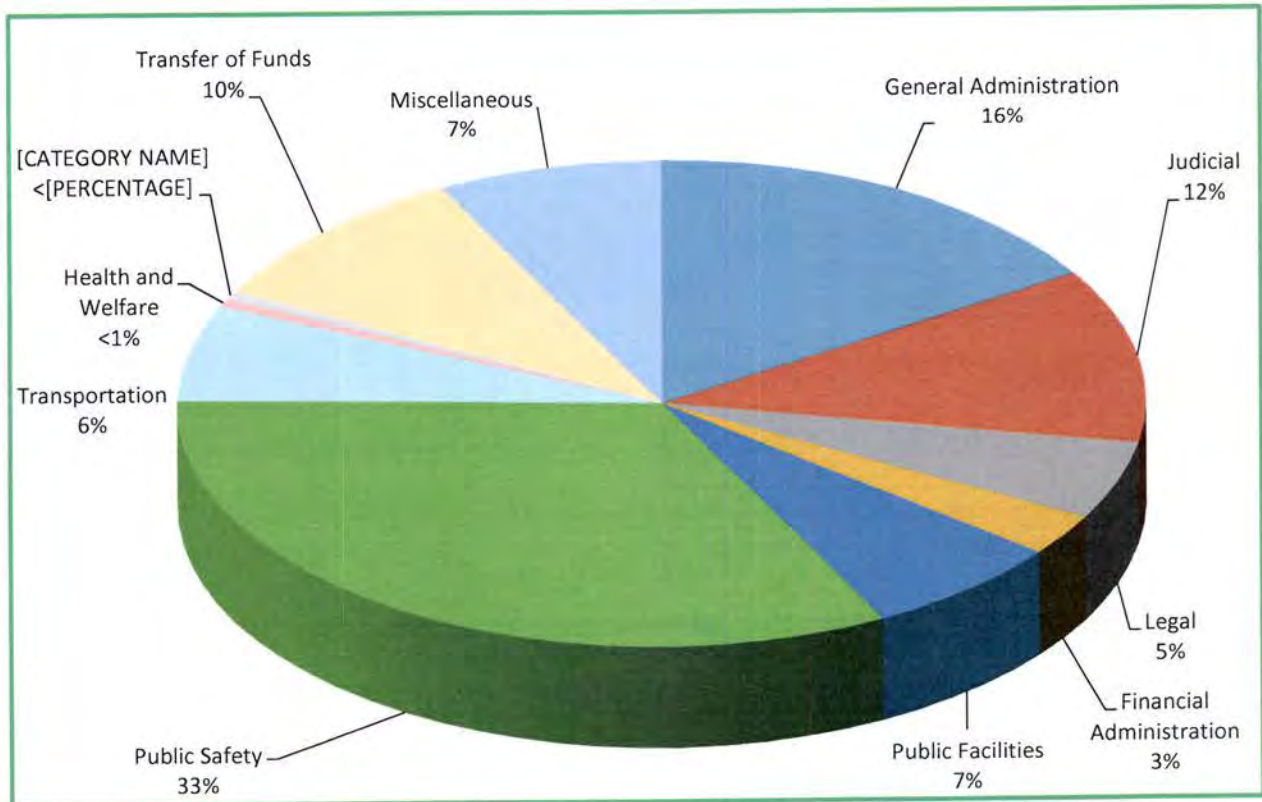
	FY 2016 Actual	FY 2017 Budget	FY 2018 Budget
Tax Collections	\$ 83,919,918	\$ 89,220,961	\$ 92,759,415
Intergovernmental	12,945,171	11,673,526	14,076,091
Fees	5,060,246	5,462,603	5,561,206
Commissions	3,571,650	5,442,392	4,538,882
Charges for Service	6,634,924	6,586,499	6,591,060
Fines/Forfeitures	1,114,418	1,865,740	1,630,419
Interest	1,424,475	1,122,645	1,157,305
Other Revenue	17,462,700	17,371,165	17,766,643
Licenses/Permits	178,802	176,448	183,900
Transfers In	14,642,238	22,319,160	16,610,693
Draw from Reserves	-	20,530,275	13,911,814
Total Revenue	\$ 146,954,543	\$ 181,771,414	\$ 174,787,428



LUBBOCK COUNTY, TEXAS
EXPENDITURES BY FUNCTION
FY 2018 BUDGET - TOTAL COMPARATIVE EXPENDITURES - ALL FUNDS

WHERE DOES THE MONEY GO?

	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget
General Administration	\$ 22,412,702	\$ 28,272,618	\$ 28,357,792
Judicial	17,000,581	19,120,912	20,497,740
Legal	7,867,178	8,658,246	9,063,134
Financial Administration	4,012,140	4,498,488	4,789,355
Public Facilities	7,760,402	12,698,704	11,639,025
Public Safety	56,296,196	56,840,636	57,376,113
Transportation	5,670,717	8,057,762	11,243,997
Health and Welfare	758,242	975,578	921,722
Culture and Recreation	616,356	1,012,460	938,427
Transfer of Funds	14,862,551	22,549,650	16,901,260
Miscellaneous	10,264,844	19,086,360	13,058,863
Total Expenditures	\$ 147,521,909	\$ 181,771,414	\$ 174,787,428



LUBBOCK COUNTY, TEXAS
2016 ACTUAL REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2016 Actual Revenues		2016 Actual Expenditures		Revenues Over/(Under)
					Expenditures
011 - GENERAL FUND	\$	88,879,829	\$	91,667,923	\$ (2,788,094)
020 - CONSOLIDATED ROAD AND BRIDGE		6,080,209		5,167,626	912,583
031 - PRECINCT 1 PARK		101,578		78,278	23,300
032 - SLATON/ROOSEVELT PARK		101,356		143,699	(42,343)
033 - IDALOU/NEW DEAL PARK		95,436		69,642	25,794
034 - SHALLOWATER PARK		92,186		88,729	3,457
041 - PERMANENT IMPROVEMENT		2,249,970		1,952,846	297,124
042 - NEW ROAD		614,850		460,466	154,384
046 - TJJD (P) JJAEP GRANT		90,432		90,432	-
049 - TJJD (S) PREVENTION/INTERVENTION GRANT		17,819		17,819	-
050 - JUVENILE STAR PROGRAM		508,397		508,397	-
051 - JUVENILE PROBATION		5,212,758		4,599,441	613,317
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT		1,753,597		1,753,597	-
055 - JUVENILE DETENTION		2,963,646		2,963,646	-
057 - JUVENILE FOOD SERVICE		323,666		323,666	-
064 - TJJD (E) TITLE IV E GRANT		148,921		148,921	-
066 - CJD RE ENTRY DRUG COURT GRANT		47,838		47,838	-
067 - CJD DWI COURT GRANT		36,241		36,241	-
068 - CJD FAMILY RECOVERY COURT GRANT		36,466		36,466	-
070 - ON LINE ACCESS		37,694		8,667	29,026
071 - INDIGENT DEFENSE COORDINATOR GRANT		56,891		56,891	-
072 - CJD DRUG COURT GRANT		45,213		45,213	-
074 - COUNTY DRUG COURT COURT COST		48,577		21,747	26,831
075 - DISPUTE RESOLUTION		305,984		296,454	9,530
076 - USDA AG MEDIATION GRANT		79,310		79,310	-
077 - DOMESTIC RELATIONS OFFICE		204,811		195,788	9,023
081 - LAW LIBRARY		170,893		171,015	(122)
083 - ELECTION SERVICES		651,138		651,138	-
085 - ELECTION ADMINISTRATION		87,093		24,000	63,093
086 - ELECTION EQUIPMENT		213,158		-	213,158
088 - LEPC GRANT		-		-	-
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION		19,534		21,127	(1,593)
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION		535,976		223,392	312,585
092 - COUNTY RECORDS MGT AND PRESERVATION		101,506		58,237	43,269
093 - COURTHOUSE SECURITY		100,589		116,421	(15,832)
094 - COURT RECORD PRESERVATION		51,655		10,735	40,920
096 - HISTORICAL COMMISSION		879		4,190	(3,311)
097 - CHILD ABUSE PREVENTION		582		-	582
098 - JUSTICE COURT TECHNOLOGY		25,088		4,567	20,521
099 - COUNTY AND DISTRICT COURT TECHNOLOGY		9,693		295	9,397
102 - DISTRICT COURT RECORDS TECHNOLOGY		35,954		9,418	26,536
103 - COUNTY CLERK RECORDS ARCHIVES		522,083		1,130,593	(608,510)
113 - REGIONAL PUBLIC DEFENDER GRANT		5,441,305		4,545,270	896,035
122 - SHERIFF CONTRABAND		187,258		584,943	(397,685)
124 - INMATE SUPPLY		787,603		675,580	112,023
126 - VINE GRANT		27,715		27,715	-
128 - HOMELAND SECURITY GRANT		170,110		170,110	-
142 - LEOSE SHERIFF		84,684		-	84,684
145 - SHERIFF COMMISSARY SALARY		513,007		460,864	52,144
146 - LECD EMERGENCY COMMUNICATION GRANT		3,798		3,798	-
150 - TAG GRANT		-		-	-
161 - CDA BUSINESS CRIMES		123,966		136,867	(12,901)
163 - CDA CONTRABAND		163,571		178,495	(14,924)
164 - CDA SPATTF GRANT		713,619		713,619	-
166 - CDA JAG GRANT		79,667		79,667	-
171 - CDA VOCA VICTIM ADVOCACY GRANT		-		-	-
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT		138,437		138,437	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016		-		-	-
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007		6,077,079		6,317,575	(240,496)
204 - TAX NOTES, SERIES 2013		1,242,007		1,243,025	(1,018)
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013		173,677		173,200	477
303 - LE RENOVATIONS		19,707		4,047,259	(4,027,551)
304 - LE RENOVATIONS #2		3,790,917		2,702,008	1,088,908
306 - CRTG RENOVATIONS		34,510		1,084,508	(1,049,997)
307 - CRTG RENOVATIONS #2		-		-	-
401 - EMPLOYEE HEALTH BENEFIT		12,931,454		10,183,387	2,748,068
403 - WORKERS COMPENSATION		1,590,953		770,712	820,240
SUB-TOTALS		146,954,543		147,521,909	(567,367)
DRAW FROM RESERVES		567,367		-	567,367
TOTALS	\$	147,521,909	\$	147,521,909	\$ -

LUBBOCK COUNTY, TEXAS
2017 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2017 Budgeted Revenues	2017 Budgeted Expenditures	Revenues Over/(Under)	
			Expenditures	
011 - GENERAL FUND	\$ 98,028,485	\$ 108,361,363	\$	(10,332,878)
020 - CONSOLIDATED ROAD AND BRIDGE	5,844,328	6,569,698		(725,370)
031 - PRECINCT 1 PARK	105,701	105,701		-
032 - SLATON/ROOSEVELT PARK	101,061	208,467		(107,406)
033 - IDALOU/NEW DEAL PARK	99,426	313,276		(213,850)
034 - SHALLOWATER PARK	96,511	145,288		(48,777)
041 - PERMANENT IMPROVEMENT	3,338,029	5,326,001		(1,987,972)
042 - NEW ROAD	486,300	1,300,000		(813,700)
046 - TJJD (P) JJAEP GRANT	23,853	23,853		-
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	60,000	60,000		-
050 - JUVENILE STAR PROGRAM	515,145	515,145		-
051 - JUVENILE PROBATION	6,827,051	6,827,051		-
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,055,492	2,055,492		-
055 - JUVENILE DETENTION	4,010,788	4,010,788		-
057 - JUVENILE FOOD SERVICE	414,609	414,609		-
064 - TJJD (E) TITLE IV E GRANT	270,526	270,526		-
066 - CJD RE ENTRY DRUG COURT GRANT	114,247	114,247		-
067 - CJD DWI COURT GRANT	92,302	92,302		-
068 - CJD FAMILY RECOVERY COURT GRANT	-	-		-
070 - ON LINE ACCESS	51,900	100,000		(48,100)
071 - INDIGENT DEFENSE COORDINATOR GRANT	-	-		-
072 - CJD DRUG COURT GRANT	107,076	107,076		-
074 - COUNTY DRUG COURT COURT COST	48,240	48,240		-
075 - DISPUTE RESOLUTION	319,705	319,705		-
076 - USDA AG MEDIATION GRANT	101,700	101,700		-
077 - DOMESTIC RELATIONS OFFICE	230,200	230,200		-
081 - LAW LIBRARY	181,385	185,275		(3,890)
083 - ELECTION SERVICES	700,000	700,000		-
085 - ELECTION ADMINISTRATION	39,000	39,000		-
086 - ELECTION EQUIPMENT	5,793,038	6,193,038		(400,000)
088 - LEPC GRANT	-	-		-
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	18,238	42,264		(24,026)
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	472,400	1,188,076		(715,676)
092 - COUNTY RECORDS MGT AND PRESERVATION	93,500	194,633		(101,133)
093 - COURTHOUSE SECURITY	105,000	105,000		-
094 - COURT RECORD PRESERVATION	50,590	50,590		-
096 - HISTORICAL COMMISSION	4,500	12,400		(7,900)
097 - CHILD ABUSE PREVENTION	425	425		-
098 - JUSTICE COURT TECHNOLOGY	35,700	93,088		(57,388)
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	9,235	9,235		-
102 - DISTRICT COURT RECORDS TECHNOLOGY	31,700	31,700		-
103 - COUNTY CLERK RECORDS ARCHIVES	479,310	900,000		(420,690)
113 - REGIONAL PUBLIC DEFENDER GRANT	4,233,839	4,836,527		(602,688)
122 - SHERIFF CONTRABAND	511,000	511,000		-
124 - INMATE SUPPLY	780,000	780,000		-
126 - VINE GRANT	-	-		-
128 - HOMELAND SECURITY GRANT	-	-		-
142 - LEOSE SHERIFF	83,881	83,881		-
145 - SHERIFF COMMISSARY SALARY	517,073	517,073		-
146 - LECD EMERGENCY COMMUNICATION GRANT	-	-		-
150 - TAG GRANT	-	-		-
161 - CDA BUSINESS CRIMES	106,400	106,400		-
163 - CDA CONTRABAND	150,160	150,160		-
164 - CDA SPATTF GRANT	670,332	670,332		-
166 - CDA JAG GRANT	155,164	155,164		-
171 - CDA VOCA VICTIM ADVOCACY GRANT	120,423	120,423		-
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	105,654	105,654		-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	-	-		-
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	6,422,410	6,422,410		-
204 - TAX NOTES, SERIES 2013	1,257,989	1,257,989		-
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	180,322	180,322		-
303 - LE RENOVATIONS	-	-		-
304 - LE RENOVATIONS #2	1,605,000	3,650,000		(2,045,000)
306 - CRTC RENOVATIONS	20,000	1,893,831		(1,873,831)
307 - CRTC RENOVATIONS #2	406,169	406,169		-
401 - EMPLOYEE HEALTH BENEFIT	10,965,427	10,965,427		-
403 - WORKERS COMPENSATION	1,593,200	1,593,200		-
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	\$	-

LUBBOCK COUNTY, TEXAS
2018 BUDGETED REVENUES AND EXPENDITURES
ALL FUNDS

Fund	2018 Budgeted Revenues	2018 Budgeted Expenditures	Revenues Over/(Under)
			Expenditures
011 - GENERAL FUND	\$ 100,928,821	\$ 107,777,500	\$ (6,848,679)
020 - CONSOLIDATED ROAD AND BRIDGE	6,228,648	8,248,678	(2,020,030)
031 - PRECINCT 1 PARK	107,611	107,611	-
032 - SLATON/ROOSEVELT PARK	100,761	177,149	(76,388)
033 - IDALOU/NEW DEAL PARK	99,611	260,228	(160,617)
034 - SHALLOWATER PARK	96,611	153,711	(57,100)
041 - PERMANENT IMPROVEMENT	2,438,698	4,438,500	(1,999,802)
042 - NEW ROAD	2,038,910	2,800,000	(761,090)
046 - TJJD (P) JJAEP GRANT	23,853	23,853	-
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	-	-	-
050 - JUVENILE STAR PROGRAM	525,735	525,735	-
051 - JUVENILE PROBATION	6,838,000	6,953,863	(115,863)
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	2,068,888	2,068,888	-
055 - JUVENILE DETENTION	4,112,123	4,112,123	-
057 - JUVENILE FOOD SERVICE	375,082	375,082	-
064 - TJJD (E) TITLE IV E GRANT	272,422	272,422	-
066 - CJD RE ENTRY DRUG COURT GRANT	40,953	40,953	-
067 - CJD DWI COURT GRANT	36,751	36,751	-
068 - CJD FAMILY RECOVERY COURT GRANT	-	-	-
070 - ON LINE ACCESS	43,000	100,000	(57,000)
071 - INDIGENT DEFENSE COORDINATOR GRANT	-	-	-
072 - CJD DRUG COURT GRANT	48,991	48,991	-
074 - COUNTY DRUG COURT COURT COST	38,740	38,740	-
075 - DISPUTE RESOLUTION	328,600	328,600	-
076 - USDA AG MEDIATION GRANT	175,500	175,500	-
077 - DOMESTIC RELATIONS OFFICE	211,600	211,600	-
081 - LAW LIBRARY	180,139	185,039	(4,900)
083 - ELECTION SERVICES	700,000	700,000	-
085 - ELECTION ADMINISTRATION	43,000	43,000	-
086 - ELECTION EQUIPMENT	30,856	30,856	-
088 - LEPC GRANT	92,663	92,663	-
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	16,600	41,701	(25,101)
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	560,000	743,273	(183,273)
092 - COUNTY RECORDS MGT AND PRESERVATION	95,500	100,676	(5,176)
093 - COURTHOUSE SECURITY	110,000	110,000	-
094 - COURT RECORD PRESERVATION	43,400	43,400	-
096 - HISTORICAL COMMISSION	5,000	11,700	(6,700)
097 - CHILD ABUSE PREVENTION	425	425	-
098 - JUSTICE COURT TECHNOLOGY	36,700	93,088	(56,388)
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	8,900	8,900	-
102 - DISTRICT COURT RECORDS TECHNOLOGY	30,700	30,700	-
103 - COUNTY CLERK RECORDS ARCHIVES	562,000	740,000	(178,000)
113 - REGIONAL PUBLIC DEFENDER GRANT	5,516,371	5,516,371	-
122 - SHERIFF CONTRABAND	312,000	312,000	-
124 - INMATE SUPPLY	785,810	785,810	-
126 - VINE GRANT	27,716	27,716	-
128 - HOMELAND SECURITY GRANT	118,085	118,085	-
142 - LEOSE SHERIFF	86,000	108,000	(22,000)
145 - SHERIFF COMMISSARY SALARY	588,405	588,405	-
146 - LECD EMERGENCY COMMUNICATION GRANT	29,002	29,002	-
150 - TAG GRANT	1,151,331	1,151,331	-
161 - CDA BUSINESS CRIMES	101,244	101,244	-
163 - CDA CONTRABAND	150,000	150,000	-
164 - CDA SPATTF GRANT	682,145	682,145	-
166 - CDA JAG GRANT	57,464	57,464	-
171 - CDA VOCA VICTIM ADVOCACY GRANT	255,619	255,619	-
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	-	-	-
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	5,874,786	5,874,786	-
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	-	-	-
204 - TAX NOTES, SERIES 2013	1,276,007	1,276,007	-
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	180,827	180,827	-
303 - LE RENOVATIONS	-	-	-
304 - LE RENOVATIONS #2	-	-	-
306 - CRTC RENOVATIONS	5,000	930,590	(925,590)
307 - CRTC RENOVATIONS #2	1,143,000	1,551,117	(408,117)
401 - EMPLOYEE HEALTH BENEFIT	11,193,510	11,193,510	-
403 - WORKERS COMPENSATION	1,645,500	1,645,500	-
SUB-TOTALS	160,875,614	174,787,428	(13,911,814)
DRAW FROM RESERVES	13,911,814	-	13,911,814
TOTALS	\$ 174,787,428	\$ 174,787,428	\$ -

LUBBOCK COUNTY, TEXAS
FY 2018 BUDGET - TOTAL COMPARATIVE REVENUES
ALL FUNDS

Fund	FY 2016 Actual	FY 2017 Budget	% Change FY16 Actual VS FY17		FY 2018 Budget	% Change FY17 Budget VS FY18	
			Budget			Budget	
011 - GENERAL FUND	\$ 88,879,829	\$ 105,034,654	18.18%		\$ 100,928,821	-3.91%	
020 - CONSOLIDATED ROAD AND BRIDGE	6,080,209	5,844,328	-3.88%		6,228,648	6.58%	
031 - PRECINCT 1 PARK	101,578	105,701	4.06%		107,611	1.81%	
032 - SLATON/ROOSEVELT PARK	101,356	101,061	-0.29%		100,761	-0.30%	
033 - IDALOU/NEW DEAL PARK	95,436	99,426	4.18%		99,611	0.19%	
034 - SHALLOWATER PARK	92,186	96,511	4.69%		96,611	0.10%	
041 - PERMANENT IMPROVEMENT	2,249,970	3,338,029	48.36%		2,438,698	-26.94%	
042 - NEW ROAD	614,850	486,300	-20.91%		2,038,910	319.27%	
046 - TJJD (P) JJAEP GRANT	90,432	23,853	-73.62%		23,853	0.00%	
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	17,819	60,000	236.71%		-	-100.00%	
050 - JUVENILE STAR PROGRAM	508,397	515,145	1.33%		525,735	2.06%	
051 - JUVENILE PROBATION	5,212,758	6,827,051	30.97%		6,838,000	0.16%	
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	1,753,597	2,055,492	17.22%		2,068,888	0.65%	
055 - JUVENILE DETENTION	2,963,646	4,010,788	35.33%		4,112,123	2.53%	
057 - JUVENILE FOOD SERVICE	323,666	414,609	28.10%		375,082	-9.53%	
064 - TJJD (E) TITLE IV E GRANT	148,921	270,526	81.66%		272,422	0.70%	
066 - CJD RE ENTRY DRUG COURT GRANT	47,838	114,247	138.82%		40,953	-64.15%	
067 - CJD DWI COURT GRANT	36,241	92,302	154.69%		36,751	-60.18%	
068 - CJD FAMILY RECOVERY COURT GRANT	36,466	-	-100.00%		-	0.00%	
070 - ON LINE ACCESS	37,694	51,900	37.69%		43,000	-17.15%	
071 - INDIGENT DEFENSE COORDINATOR GRANT	56,891	-	-100.00%		-	0.00%	
072 - CJD DRUG COURT GRANT	45,213	107,076	136.82%		48,991	-54.25%	
074 - COUNTY DRUG COURT COST	48,577	48,240	-0.69%		38,740	-19.69%	
075 - DISPUTE RESOLUTION	305,984	319,705	4.48%		328,600	2.78%	
076 - USDA AG MEDIATION GRANT	79,310	101,700	28.23%		175,500	72.57%	
077 - DOMESTIC RELATIONS OFFICE	204,811	230,200	12.40%		211,600	-8.08%	
081 - LAW LIBRARY	170,893	181,385	6.14%		180,139	-0.69%	
083 - ELECTION SERVICES	651,138	700,000	7.50%		700,000	0.00%	
085 - ELECTION ADMINISTRATION	87,093	39,000	-55.22%		43,000	10.26%	
086 - ELECTION EQUIPMENT	213,158	5,793,038	2617.72%		30,856	-99.47%	
088 - LEPC GRANT	-	-	0.00%		92,663	100.00%	
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	19,534	18,238	-6.63%		16,600	-8.98%	
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	535,976	472,400	-11.86%		560,000	18.54%	
092 - COUNTY RECORDS MGT AND PRESERVATION	101,506	93,500	-7.89%		95,500	2.14%	
093 - COURTHOUSE SECURITY	100,589	105,000	4.39%		110,000	4.76%	
094 - COURT RECORD PRESERVATION	51,655	50,590	-2.06%		43,400	-14.21%	
096 - HISTORICAL COMMISSION	879	4,500	412.03%		5,000	11.11%	
097 - CHILD ABUSE PREVENTION	582	425	-27.00%		425	0.00%	
098 - JUSTICE COURT TECHNOLOGY	25,088	35,700	42.30%		36,700	2.80%	
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	9,693	9,235	-4.72%		8,900	-3.63%	
102 - DISTRICT COURT RECORDS TECHNOLOGY	35,954	31,700	-11.83%		30,700	-3.15%	
103 - COUNTY CLERK RECORDS ARCHIVES	522,083	479,310	-8.19%		562,000	17.25%	
113 - REGIONAL PUBLIC DEFENDER GRANT	5,441,305	4,233,839	-22.19%		5,516,371	30.29%	
122 - SHERIFF CONTRABAND	187,258	511,000	172.89%		312,000	-38.94%	
124 - INMATE SUPPLY	787,603	780,000	-0.97%		785,810	0.74%	
126 - VINE GRANT	27,715	-	-100.00%		27,716	100.00%	
128 - HOMELAND SECURITY GRANT	170,110	-	-100.00%		118,085	100.00%	
142 - LEOSE SHERIFF	84,684	83,881	-0.95%		86,000	2.53%	
145 - SHERIFF COMMISSARY SALARY	513,007	517,073	0.79%		588,405	13.80%	
146 - LECD EMERGENCY COMMUNICATION GRANT	3,798	-	-100.00%		29,002	100.00%	
150 - TAG GRANT	-	-	0.00%		1,151,331	100.00%	
161 - CDA BUSINESS CRIMES	123,966	106,400	-14.17%		101,244	-4.85%	
163 - CDA CONTRABAND	163,571	150,160	-8.20%		150,000	-0.11%	
164 - CDA SPATTF GRANT	713,619	670,332	-6.07%		682,145	1.76%	
166 - CDA JAG GRANT	79,667	155,164	94.77%		57,464	-62.97%	
171 - CDA VOCA VICTIM ADVOCACY GRANT	-	120,423	100.00%		255,619	112.27%	
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	138,437	105,654	-23.68%		-	-100.00%	
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	-	-	0.00%		5,874,786	100.00%	
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	6,077,079	6,422,410	5.68%		-	-100.00%	
204 - TAX NOTES, SERIES 2013	1,242,007	1,257,989	1.29%		1,276,007	1.43%	
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	173,677	180,322	3.83%		180,827	0.28%	
303 - LE RENOVATIONS	19,707	-	-100.00%		-	0.00%	
304 - LE RENOVATIONS #2	3,790,917	1,605,000	-57.66%		-	-100.00%	
306 - CRTC RENOVATIONS	34,510	20,000	-42.05%		5,000	-75.00%	
307 - CRTC RENOVATIONS #2	-	406,169	100.00%		1,143,000	181.41%	
401 - EMPLOYEE HEALTH BENEFIT	12,931,454	10,965,427	-15.20%		11,193,510	2.08%	
403 - WORKERS COMPENSATION	1,590,953	1,593,200	0.14%		1,645,500	3.28%	
DRAW FROM RESERVES	-	13,524,106	100.00%		13,911,814	2.87%	
TOTAL REVENUES	\$ 146,954,544	\$ 181,771,414			\$ 174,787,428		

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.

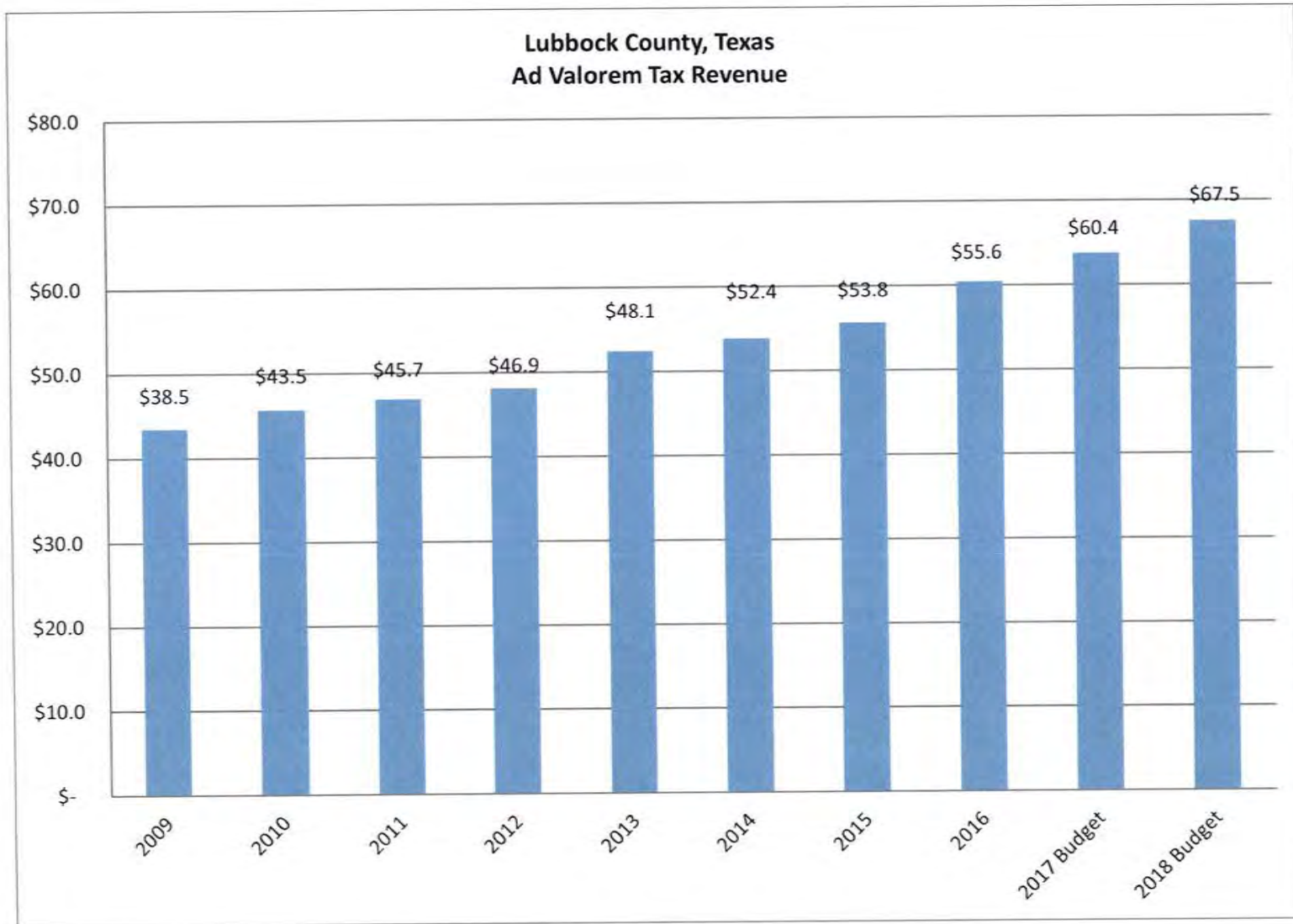
Ad Valorem Taxes

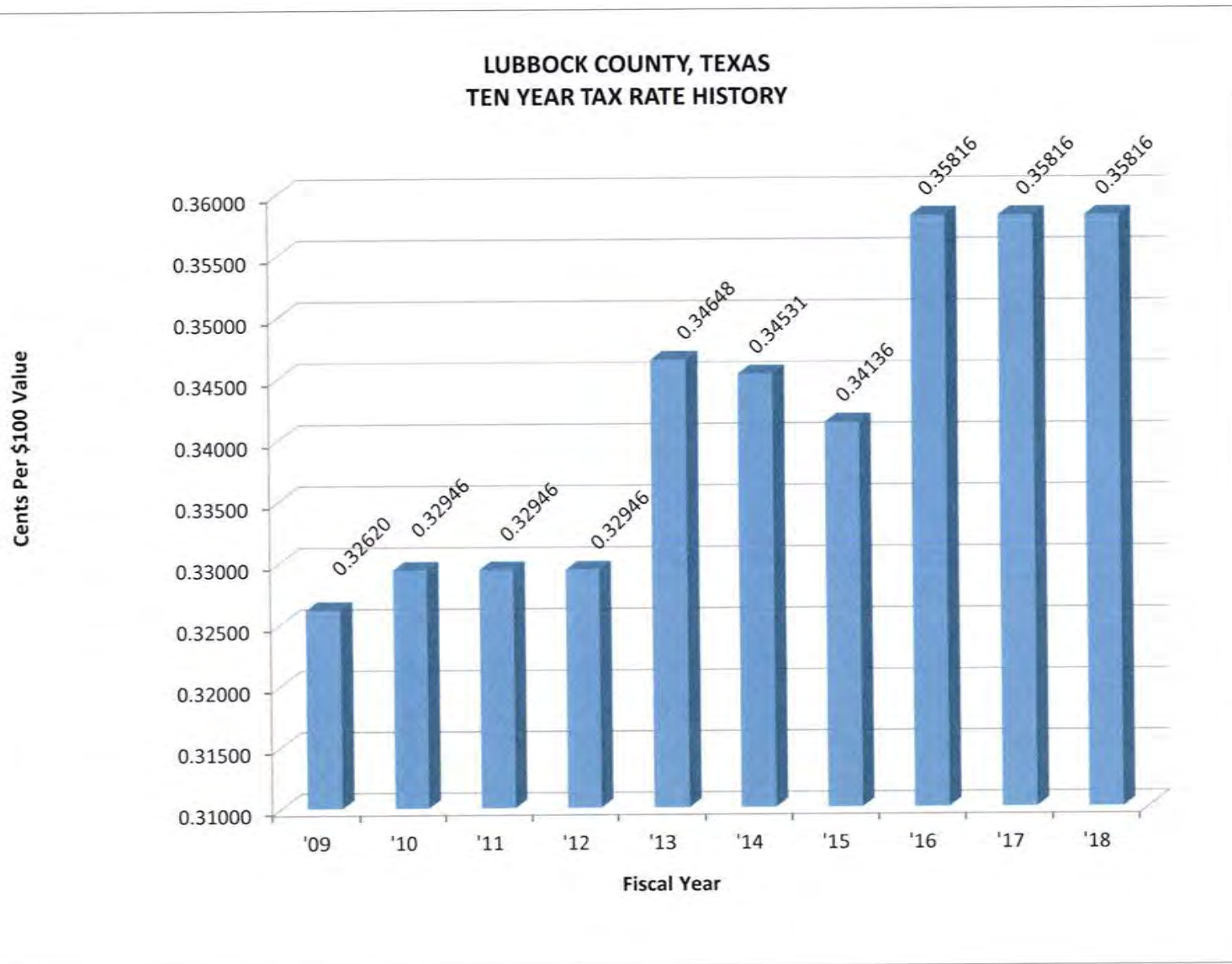
The 2018 budget includes ad valorem tax revenue in the amount of \$67,531,246 or 47% of all revenue. The following factors are considered: (1) the tax base increased by an average of 5.68% or \$920,934,947 to an adjusted taxable valuation of \$17,142,023,248. The tax rate was \$0.358158 per \$100 valuation in 2017 and Commissioners' Court has adopted \$0.358158 per \$100 valuation in fiscal year 2018. (2) New property added to the tax roll provides approximately \$2,351,036 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 37 displays the property tax collection history for the past ten years depicting moderate growth. The chart on page 38 displays the adopted tax rate for the past ten years. The chart on page 39 displays the tax rate for the past ten years with the breakdown of the distribution between the different funds.





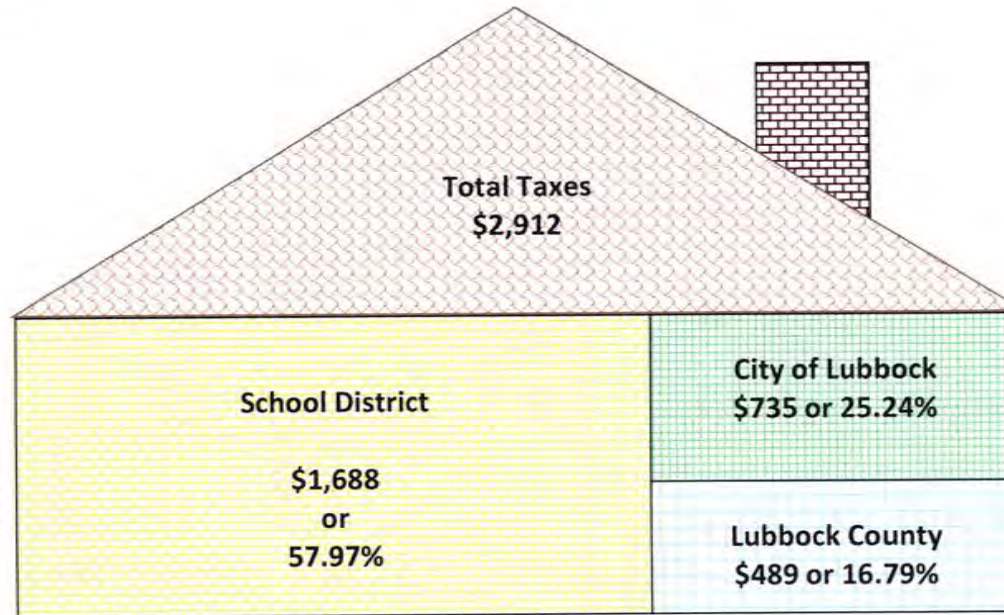
LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2017-2018
TAX RATES BY FUND

Funds	Tax Rate 2008	Tax Rate 2009	Tax Rate 2010	Tax Rate 2011	Tax Rate 2012	Tax Rate 2013	Tax Rate 2014	Tax Rate 2015	Tax Rate 2016	Tax Rate 2017
General Fund	0.230675	0.238420	0.273680	0.274946	0.289123	0.286094	0.283969	0.302542	0.303168	0.309104
Permanent Improvement	0.010000	0.005000	0.005000	0.005000	0.010000	0.010000	0.010000	0.010000	0.010000	0.010000
Precinct 1 Park	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Slaton/Roosevelt Parks	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Idalou/New Deal Parks	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Shallowater Parks	0.000680	0.000680	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500	0.000500
Juvenile Detention Center	0.025535	0.027500	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000	0.000000
Debt Service	0.057270	0.055818	0.048778	0.047512	0.045354	0.047216	0.045389	0.043616	0.042990	0.037054
TOTAL	0.326200	0.329458	0.329458	0.329458	0.346477	0.345310	0.341358	0.358158	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 2017-2018. The chart shows that only 16.79% of taxes paid on the average home are for County taxes.

LUBBOCK COUNTY, TEXAS
PROPERTY TAX ANALYSIS FOR AVERAGE HOMEOWNER

For the Average \$136,669 Home



County taxes for FY 2016-2017 on a \$130,489 home, which was the county average, were \$467.36 based on the adopted tax rate of .358158¢ per \$100 valuation.

Valuations for the average home for 2017 increased by an estimated average of 4.7%. A home valued at \$130,489 would have, on an average, a current value of \$136,669.

County taxes for FY 2017-2018 on the same house would be \$489.49 based on the property tax rate of .358158¢ per \$100 valuation.

If the valuation on your home was \$130,489 in FY 2016-2017 and remained the same in 2017-2018, county taxes on your home would be \$467.36, which is an increase of \$0.00 per year. If your appraisal increased by an estimated 4.7%, taxes will increase by \$22.13 per year or \$1.84 per month in 2017-2018.

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 2017 as provided by LCAD.

LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2017-2018
ANALYSIS OF REVENUE DERIVED BY TAX RATE

ADJUSTED TAXABLE VALUE	\$	17,142,023,248.00		\$	55,043,722.33
M & O TAX RATE / \$100 VALUATION	0.321104				
I & S TAX RATE / \$100 VALUATION		\$	17,142,023,248.00		
Certificates of Obligation				\$	6,351,805.29
TOTAL I & S	0.037054				
PROJECTED LEVY W/O OVER 65				\$	61,395,527.62
ESTIMATED LEVY OF OVER 65				\$	6,135,718.00
TOTAL GROSS LEVY	0.358158			\$	67,531,245.62

FUND NAME	TAX RATE	DISTRIBUTION FOR OVER 65 LEVY	REV BY FUND OVER 65	ESTIMATED REVENUE	TOTAL TAX REVENUE
GENERAL FUND	0.309104	86.3038%	\$ 5,295,358.41	\$ 52,986,679.54	\$ 58,282,037.95
PERMANENT IMPROVEMENT	0.010000	2.7921%	\$ 171,313.16	\$ 1,714,202.32	\$ 1,885,515.49
PRECINCT 1 PARK	0.000500	0.1396%	\$ 8,565.66	\$ 85,710.12	\$ 94,275.77
SLATON/ROOSEVELT PARKS	0.000500	0.1396%	\$ 8,565.66	\$ 85,710.12	\$ 94,275.77
IDALOU/NEW DEAL PARKS	0.000500	0.1396%	\$ 8,565.66	\$ 85,710.12	\$ 94,275.77
SHALLOWATER PARKS	0.000500	0.1396%	\$ 8,565.66	\$ 85,710.12	\$ 94,275.77
SUBTOTAL for M & O	0.321104	89.6543%	\$ 5,500,934.20	\$ 55,043,722.33	\$ 60,544,656.53
INTEREST & SINKING FUND	0.037054	10.3457%	\$ 634,783.80	\$ 6,351,805.29	\$ 6,986,589.09
ESTIMATED LEVY OF OVER 65			\$ 6,135,718.00	\$ 6,135,718.00	
TOTAL TAXES BUDGETED	0.358158	100.0000%		\$ 67,531,245.62	\$ 67,531,245.62

**LUBBOCK COUNTY, TEXAS
ADOPTED BUDGET 2017-2018
TAX DISTRIBUTION BY FUND**

Description of Fund	Tax Rate	Total Gross Taxes	Tax Distribution
General Fund	0.309104	\$ 58,282,037.95	86.31%
Permanent Improvement	0.010000	\$ 1,885,515.49	2.79%
Precinct 1 Park	0.000500	\$ 94,275.77	0.14%
Slaton/Roosevelt Parks	0.000500	\$ 94,275.77	0.14%
Idalou/New Deal Parks	0.000500	\$ 94,275.77	0.14%
Shallowater Parks	0.000500	\$ 94,275.77	0.14%
Debt Service	0.037054	\$ 6,986,589.09	10.35%
TOTAL TAX RATE/TAX LEVY	0.358158	\$ 67,531,245.62	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 2016 was \$22,716,490. Budgeted county sales tax for the 2018 budget decreased by \$351,247 from \$24,270,000 in the 2017 budget to \$23,918,753 in the 2018 budget. Sales and use tax revenue accounts for over 14% of all Lubbock County revenue.

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



Intergovernmental Revenues

Intergovernmental revenues are revenues received from other units of government, including grant revenues. As of the beginning of FY 2018, Lubbock County anticipates that this revenue source will make up about 8.0% 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 2018 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 \$98,603.

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 decrease in 2018 by \$903,510.

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. Fines continue to slowly decline.

Interest

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

Other Revenue

Revenue described as miscellaneous is that which by its nature, does not fit into any other revenue category. Various refunds are included in this category and account for most of the larger amounts in this category. This revenue source is generally infrequent and/or unexpected.

Transfers In

This category is used to account for revenues that will be transferred from one fund to another at some time during the year. Transfers decreased in FY 2018.

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

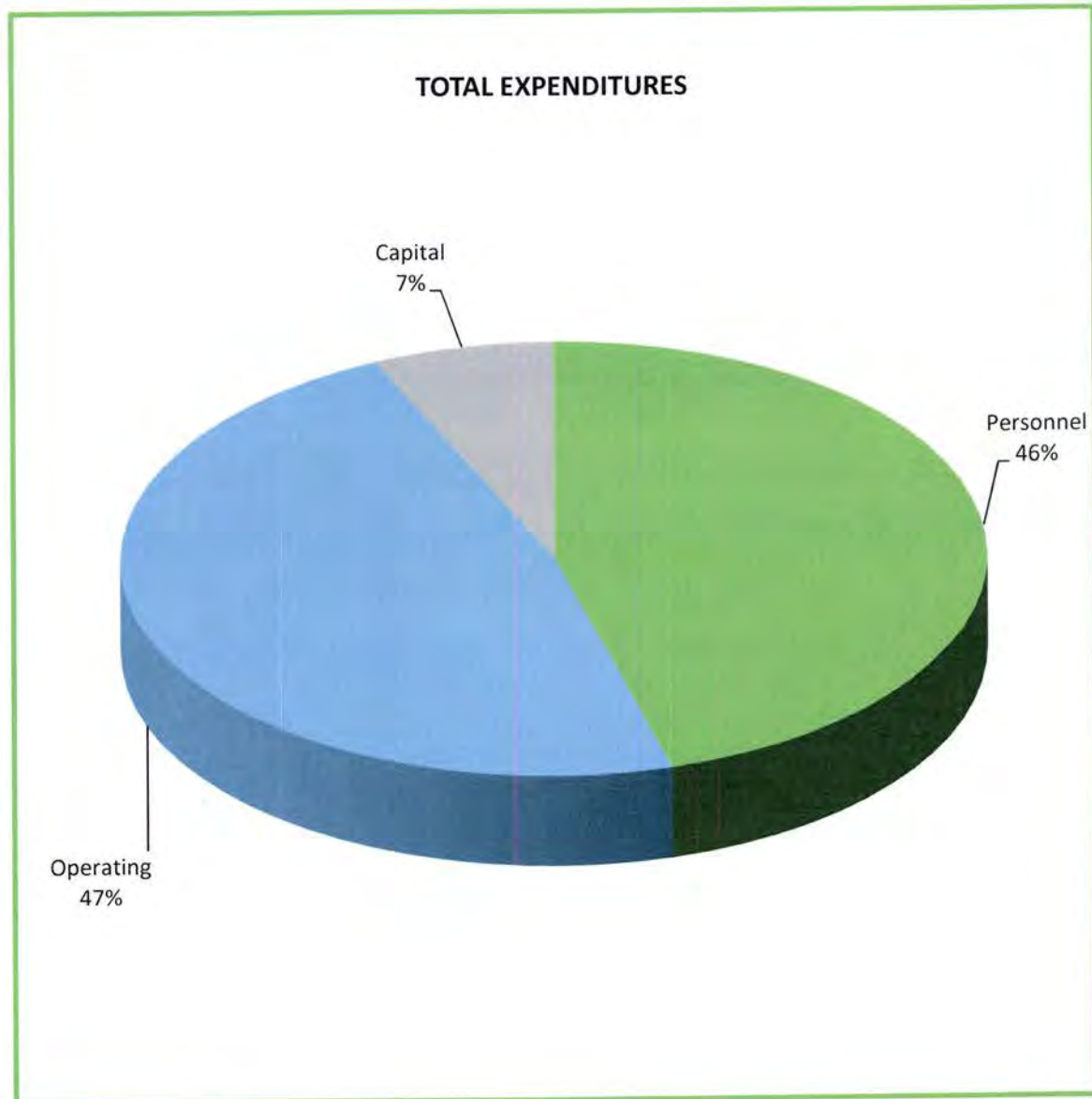
This category represents the amount of fund balance that is "earmarked" for projects in future years. A portion of the "Committed Fund Balance" was used to balance the FY 2018 budget.

LUBBOCK COUNTY, TEXAS
FY 2018 BUDGET - TOTAL COMPARATIVE EXPENDITURES *
ALL FUNDS

Fund	% Change FY15 Actual VS FY16			% Change FY16 Budget VS FY17	
	FY 2016 Actual	FY 2017 Budget	Budget	FY 2018 Budget	Budget
011 - GENERAL FUND	\$ 91,667,923	\$ 108,361,363	18.21%	\$ 107,777,500	-0.54%
020 - CONSOLIDATED ROAD AND BRIDGE	5,167,626	6,569,698	27.13%	8,248,678	25.56%
031 - PRECINCT 1 PARK	78,278	105,701	35.03%	107,611	1.81%
032 - SLATON/ROOSEVELT PARK	143,699	208,467	45.07%	177,149	-15.02%
033 - IDALOU/NEW DEAL PARK	69,642	313,276	349.84%	260,228	-16.93%
034 - SHALLOWATER PARK	88,729	145,288	63.74%	153,711	5.80%
041 - PERMANENT IMPROVEMENT	1,952,846	5,326,001	172.73%	4,438,500	-16.66%
042 - NEW ROAD	460,466	1,300,000	182.32%	2,800,000	115.38%
046 - TJJD (P) JJAEP GRANT	90,432	23,853	-73.62%	23,853	0.00%
049 - TJJD (S) PREVENTION/INTERVENTION GRANT	17,819	60,000	236.71%	-	-100.00%
050 - JUVENILE STAR PROGRAM	508,397	515,145	1.33%	525,735	2.06%
051 - JUVENILE PROBATION	4,599,441	6,827,051	48.43%	6,953,863	1.86%
054 - TJJD (A) JUVENILE PROBATION COMMISSION GRANT	1,753,597	2,055,492	17.22%	2,068,888	0.65%
055 - JUVENILE DETENTION	2,963,646	4,010,788	35.33%	4,112,123	2.53%
057 - JUVENILE FOOD SERVICE	323,666	414,609	28.10%	375,082	-9.53%
064 - TJJD (E) TITLE IV E GRANT	148,921	270,526	81.66%	272,422	0.70%
066 - CJD RE ENTRY DRUG COURT GRANT	47,838	114,247	138.82%	40,953	-64.15%
067 - CJD DWI COURT GRANT	36,241	92,302	154.69%	36,751	-60.18%
068 - CJD FAMILY RECOVERY COURT GRANT	36,466	-	-100.00%	-	0.00%
070 - ON LINE ACCESS	8,667	100,000	1053.75%	100,000	0.00%
071 - INDIGENT DEFENSE COORDINATOR GRANT	56,891	-	-100.00%	-	0.00%
072 - CJD DRUG COURT GRANT	45,213	107,076	136.82%	48,991	-54.25%
074 - COUNTY DRUG COURT COURT COST	21,747	48,240	121.83%	38,740	-19.69%
075 - DISPUTE RESOLUTION	296,454	319,705	7.84%	328,600	2.78%
076 - USDA AG MEDIATION GRANT	79,310	101,700	28.23%	175,500	72.57%
077 - DOMESTIC RELATIONS OFFICE	195,788	230,200	17.58%	211,600	-8.08%
081 - LAW LIBRARY	171,015	185,275	8.34%	185,039	-0.13%
083 - ELECTION SERVICES	651,138	700,000	7.50%	700,000	0.00%
085 - ELECTION ADMINISTRATION	24,000	39,000	62.50%	43,000	10.26%
086 - ELECTION EQUIPMENT	-	6,193,038	100.00%	30,856	-99.50%
088 - LEPC GRANT	-	-	0.00%	92,663	100.00%
090 - DISTRICT CLERK RECORDS MGT AND PRESERVATION	21,127	42,264	100.05%	41,701	-1.33%
091 - COUNTY CLERK RECORDS MGT AND PRESERVATION	223,392	1,188,076	431.84%	743,273	-37.44%
092 - COUNTY RECORDS MGT AND PRESERVATION	58,237	194,633	234.21%	100,676	-48.27%
093 - COURTHOUSE SECURITY	116,421	105,000	-9.81%	110,000	4.76%
094 - COURT RECORD PRESERVATION	10,735	50,590	371.26%	43,400	-14.21%
096 - HISTORICAL COMMISSION	4,190	12,400	195.97%	11,700	-5.65%
097 - CHILD ABUSE PREVENTION	-	425	100.00%	425	0.00%
098 - JUSTICE COURT TECHNOLOGY	4,567	93,088	1938.13%	93,088	0.00%
099 - COUNTY AND DISTRICT COURT TECHNOLOGY	295	9,235	3028.39%	8,900	-3.63%
102 - DISTRICT COURT RECORDS TECHNOLOGY	9,418	31,700	236.59%	30,700	-3.15%
103 - COUNTY CLERK RECORDS ARCHIVES	1,130,593	900,000	-20.40%	740,000	-17.78%
113 - REGIONAL PUBLIC DEFENDER GRANT	4,545,270	4,836,527	6.41%	5,516,371	14.06%
122 - SHERIFF CONTRABAND	584,943	511,000	-12.64%	312,000	-38.94%
124 - INMATE SUPPLY	675,580	780,000	15.46%	785,810	0.74%
126 - VINE GRANT	27,715	-	-100.00%	27,716	100.00%
128 - HOMELAND SECURITY GRANT	170,110	-	-100.00%	118,085	100.00%
142 - LEOSE SHERIFF	-	83,881	100.00%	108,000	28.75%
145 - SHERIFF COMMISSARY SALARY	460,864	517,073	12.20%	588,405	13.80%
146 - LECD EMERGENCY COMMUNICATION GRANT	3,798	-	-100.00%	29,002	100.00%
150 - TAG GRANT	-	-	0.00%	1,151,331	100.00%
161 - CDA BUSINESS CRIMES	136,867	106,400	-22.26%	101,244	-4.85%
163 - CDA CONTRABAND	178,495	150,160	-15.87%	150,000	-0.11%
164 - CDA SPATTF GRANT	713,619	670,332	-6.07%	682,145	1.76%
166 - CDA JAG GRANT	79,667	155,164	94.77%	57,464	-62.97%
171 - CDA VOCA VICTIM ADVOCACY GRANT	-	120,423	100.00%	255,619	112.27%
175 - CDA DOMESTIC VIOLENCE PROSECUTION GRANT	138,437	105,654	-23.68%	-	-100.00%
201 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016	-	-	0.00%	5,874,786	100.00%
203 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007	6,317,575	6,422,410	1.66%	-	-100.00%
204 - TAX NOTES, SERIES 2013	1,243,025	1,257,989	1.20%	1,276,007	1.43%
206 - GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013	173,200	180,322	4.11%	180,827	0.28%
303 - LE RENOVATIONS	4,047,259	-	-100.00%	-	0.00%
304 - LE RENOVATIONS #2	2,702,008	3,650,000	35.08%	-	-100.00%
306 - CRTC RENOVATIONS	1,084,508	1,893,831	74.63%	930,590	-50.86%
307 - CRTC RENOVATIONS #2	-	406,169	100.00%	1,551,117	281.89%
401 - EMPLOYEE HEALTH BENEFIT	10,183,387	10,965,427	7.68%	11,193,510	2.08%
403 - WORKERS COMPENSATION	770,712	1,593,200	106.72%	1,645,500	3.28%
TOTAL EXPENDITURES - ALL LUBBOCK COUNTY FUNDS	\$ 147,521,909	\$ 181,771,414	23.22%	\$ 174,787,428	-3.84%

* INCLUDING INTERFUND TRANSFERS

LUBBOCK COUNTY, TEXAS
EXPENDITURE SUMMARY BY CATEGORY
ALL FUNDS

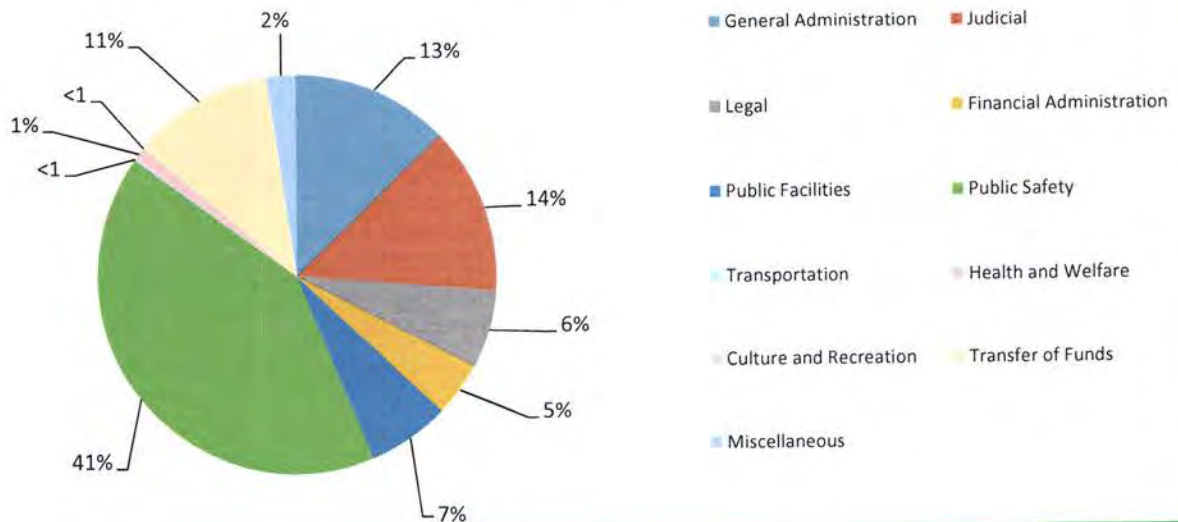


Personnel percentage represents all salary and benefit related expenditures. Operating percentage includes all line items for operating expenses. Capital percentage includes any expenditure over \$5,000. Percentages include all funds.

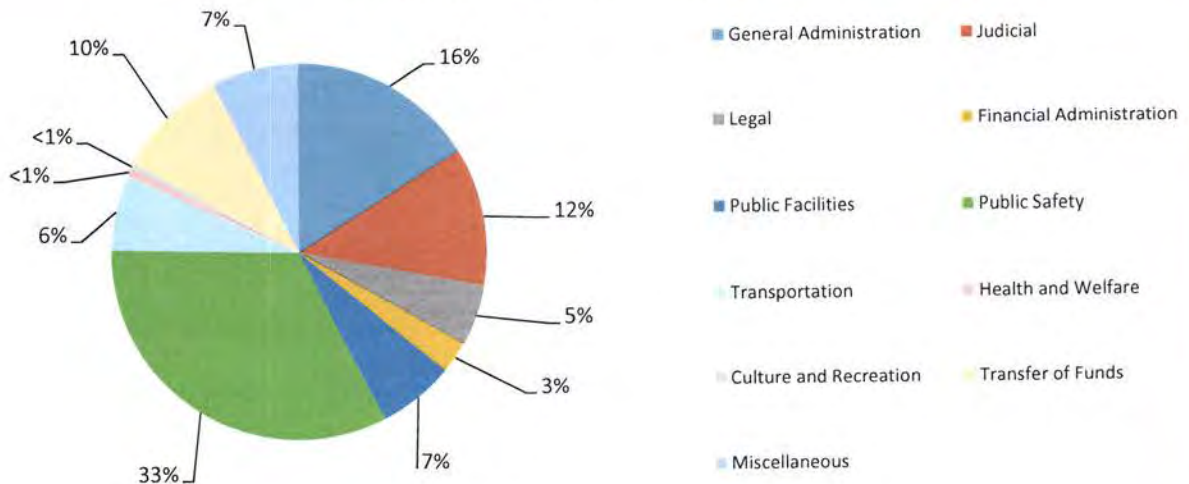
LUBBOCK COUNTY, TEXAS
TOTAL BUDGETED EXPENDITURES
COMPARISON ALL FUNDS TO GENERAL FUND

	General Fund	All Funds
General Administration	\$ 13,778,170	\$ 28,357,792
Judicial	14,550,020	20,497,740
Legal	6,915,923	9,063,134
Financial Administration	4,789,355	4,789,355
Public Facilities	7,200,525	11,639,025
Public Safety	44,332,437	57,376,113
Transportation	195,319	11,243,997
Health and Welfare	921,722	921,722
Culture and Recreation	239,728	938,427
Transfer of Funds	12,290,920	16,901,260
Miscellaneous	2,563,381	13,058,863
Total Expenditures	\$ 107,777,500	\$ 174,787,428

General Fund Budgeted Expenditures



All Funds Budgeted Expenditures



Uses of Funds

The 2018 budget includes expenditures of \$174,787,428 as compared to the 2017 budget of \$181,771,414. This represents a decrease of 3.84%.

General Fund

The FY 2018 general fund budget decreased to \$107,777,500 from \$108,361,363 in fiscal year 2017 a difference of \$583,863 or 0.54%. This decrease can be attributed to less funding required to finance other funds including voting equipment and the law enforcement renovations completed in FY 2017. Many departments submitted reduced operating budgets lowering General Fund appropriations. The following functions are included in the General Fund: General Administration – management functions; Judicial – court related functions; Legal – prosecution of criminals; Financial – all accounting functions of the county; Public Facilities – maintenance of county buildings; Public Safety – law enforcement services provided by the county; Public Works - assists in the maintenance of county roads and projects; Health and Welfare – provides services for citizens; Culture and Recreation – provides support to library's; Other – state and county services; and Transfer of Funds (Inter-Fund Transfers) – any General Fund financing of other county departments that is not included in the General Fund.

General Administration

General Administration Departments include the basic administrative and management functions of the county. Major general administration departments include the Commissioners' Court, County Judge, County Clerk, Information Systems, Non-Departmental, Administrative Research, and Judicial Compliance. In the 2018 budget the overall general administration function increased by \$419,113. Information Services departmental budget increased \$344,984 accounting for the majority of the increase for General Administration. Additional funding was allocated for video visitation software, desktop workstations and Microsoft 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 \$894,977 and the majority is attributed to an increase in contract services in the Judicial Department for Managed Assigned Counsel along with rising witness expenses.

Legal

The legal function is made up of the District Attorney's Office. The budget increased by \$402,690. The increase is due to increases to personnel line items and vehicle purchases.

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 \$290,867 or 6.07%. The increase is due to payroll line item increases for the Tax Office, and capital software for Human Resources.

Public Facilities

Maintenance of county facilities is an essential service that must be provided. The department decreased by \$172,178 or 2.39%. The majority of this decrease can be attributed to a reduction in operating costs and capital expenses.

Public Works

Public Works plays a crucial role in responding to the needs of the public in planning, preparing, mitigating and recovering from general emergencies and disasters. These expenditures include salaries, road materials, and funding for equipment and land. The 2018 Public Works Department budget increased by \$7,255. The majority of that increase can be attributed to software maintenance.

Public Safety

Public Safety departments include the Constables 1-4, Medical Examiner, County Sheriff, Lubbock County Detention Center, and Public Safety. The total for all Public Safety departments is \$44,332,437 which is an increase of \$3,299,476 or 7.44% and is attributable to law enforcement vehicles, and radio system upgrade.

Health and Welfare

Health and Welfare is comprised of the following functions: Safety and Environmental, General Assistance, and Veteran's Affairs. The division decreased by \$53,856 or 5.84% due to no capital purchases.

Culture and Recreation

The Culture and Recreation is made up of Museum, and Library services. This division remained the same as FY 2017 at \$239,728.

Transfer of Funds

This department is used to budget for the inter-fund expenditure-type transactions between the General Fund and other governmental-type funds. Inter-fund transactions between the General Fund and governmental funds are recorded as expenditures in the originating fund. The transfer budget decreased in total in 2018 by \$5,677,025 or 46.18%. The decrease is largely due to a \$5,709,038 decrease to the Election Equipment Fund for new electronic voting equipment and completion of the Law-Enforcement Center renovations completed in FY 2017.

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 0.19% due to maintenance cost expenditures. The Elections Department is responsible for overseeing all election related functions. This division increased by \$4,818.

Special Revenue Funds

Consolidated Road and Bridge

Consolidated Road and Bridge Fund includes expenditures for the operation, repair, maintenance and construction of approximately 1,187 centerline miles of county road including drainage infrastructure and traffic control signage. The department assists in the planning of new subdivisions, commercial developments, and infrastructure. These expenditures include salaries, road materials, and funding for equipment and land. The FY 2018 Consolidated Road and Bridge budget increased by \$1,678,980. The majority of that increase can be attributed to road maintenance product, equipment maintenance, and continuation of the seal coat project.

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 \$1,910, this can be attributed to an increase to the salary and benefits line items and supplies/other operating expenditures. Precinct 2 Park decreased by \$31,318, this can be attributed to the decrease in capital outlay and operating expenditures. Precinct 3 Park expenditures decreased expenditures by \$53,048 with the majority of the decrease in the draw from reserves. Precinct 4 Park expenditures increased by \$8,423 due to grounds maintenance and utilities.

Permanent Improvement

The permanent improvement fund includes expenditures for the improvement of county facilities, including the courthouse, the central garage, the Lubbock County Office Building (formerly known as the Bank of America building), and various other county building renovations. This division decreased by \$887,501 or 17%, in FY 2018. This decrease can be attributed to planned renovations to Lubbock County Juvenile Justice Center being completed.

New Road

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 increased by \$1,500,000 in FY 2018 for phase 1 of the Loop 88 right of way purchase in collaboration with TXDOT.

Juvenile Probation Funds

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

CJD Re-Entry Drug Court Grant

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

CJD DWI Court Grant

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

Online Access

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

CJD Drug Court Grant

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

County Drug Court Court Cost

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

Dispute Resolution

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

USDA Ag Mediation Grant

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

Domestic Relations Office

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

Law Library

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

Election Services

Reimbursable services provided to the Lubbock County Democratic and Republican parties, Lubbock County cities, schools, and other political subdivisions as well as election services provided for those entities within Lubbock County that have voters in outlying counties.

Lubbock County provides all services related to conducting elections for the above mentioned entities and parties in regards to their needs for their elections and then the entities reimburse Lubbock County.

Election Administration

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

Election Equipment

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

Local Emergency Planning Committee Grant

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

Record Preservation Funds

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

Courthouse Security

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

Historical Commission

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

Child Abuse Prevention

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

Justice Court Technology

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

County and District Court Technology

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

Archive Funds

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

Regional Public Defender Grant

In FY 2008, Lubbock County was awarded a grant from the Task Force for Capital Murder Cases to establish the office. The office is based in Lubbock County and currently has inter-local agreements with 177 counties to provide public defense for capital murders. Each county pays a pre-determined rate based on historical information relating to capital murders in that respective county. Expenditures include salary and benefits, and all other costs relating to capital murder defense cases, including travel, supplies, and contract services (expert witness, etc). This office began expanding in 2011 covering additional counties and adding remote locations and additional personnel.

Sheriff Contraband

This is a discretionary fund of the Sheriff's Office and it is included in the FY 2018 budget at \$312,000. This fund is supported by funds and assets that are seized and subsequently awarded to the county by court orders.

Inmate Supply

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

Victim Information Notification Everyday Grant

The purpose of the Victim Information Notification Everyday (VINE) grant is to maintain Lubbock County in a statewide system that provides relevant offender release information, notification of relevant court settings or events, promote public safety and support the rights of victims of crime. Funds are used to pay for the County's cost of its portion of the statewide crime victim notification service.

Homeland Security Grant

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

LEOSE Sheriff

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

Sheriff Commissary Salary

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

Lubbock Emergency Communications District Grant

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

Texas Anti-Gang Grant

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

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 \$5,156. The CDA also uses these funds for supplemental pay to the employees of his office and travel and training costs.

CDA Contraband

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

CDA South Plains Auto Theft Task Force Grant

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

CDA Justice Assistance Grant

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

CDA VOCA Victim Advocacy Grant

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

Lubbock County, Texas

Adopted Budget

FY 2017 - 2018



General Fund
Revenue & Expenditure
Summaries



Lubbock County TX

Adopted Budget Revenues

For Fiscal: 2017 - 2018 Period Beginning 10/01/2017

Account Number	Account Name	2015-2016 Activity	2016-2017 Budget	2017-2018 Budget
011 - GENERAL FUND				
4 - Revenue				
Revenue				
GENERAL FUND				
011-4001000	CURRENT AD VALOREM TAXES	\$ 50,858,198	\$ 53,946,014	\$ 58,282,038
011-4004000	PEN & INT - CURRENT LEVY	208,705	219,284	238,956
011-4005000	DELIQ TAXES - PRIOR YEARS	451,775	566,784	565,338
011-4006000	PEN & INT - PRIOR YEARS	171,260	209,917	150,000
011-4010000	COUNTY SALES & USE TAX	22,716,490	24,270,000	23,918,753
	40 - TAX COLLECTIONS	\$ 74,406,427	\$ 79,211,999	\$ 83,155,085
011-4101000	COUNTY CLERK	65,092	65,662	67,900
011-4102000	BEER & LIQUOR PERMITS	113,710	110,786	116,000
	41 - LICENSES/PERMITS	\$ 178,802	\$ 176,448	\$ 183,900
011-4202100	STATE MIXED DRINK TAX	1,301,788	1,350,000	1,390,000
011-4203200	EMERGENCY MGT GRANT	14,941	24,700	18,000
011-4205000	BINGO TAX PROCEEDS	248,720	280,000	280,500
011-4209000	STATE - COUNTY COURTS	286,473	299,671	313,500
011-4212100	STRADUS A/G CHILD SUPPORT	2,369	4,068	4,000
011-4220200	INTER LOCAL AGREEMENT-CITY OF	387,471	400,000	400,000
011-4246000	REGIONAL PUBLIC DEFENDER ADMIN	352,695	233,910	200,000
011-4248000	GRANT ADMINISTRATION REVENUE	54,951	49,500	49,500
011-4250000	INDIGENT DEFENSE GRANT	329,021	336,202	336,200
	42 - INTERGOVERNMENTAL	\$ 2,978,428	\$ 2,978,051	\$ 2,991,700
011-4302000	COUNTY JUDGE	4,954	5,000	4,850
011-4303000	COUNTY CLERK	1,219,926	1,398,333	1,395,600
011-4305200	J.E.P.J. FEES	5,080	6,254	6,300
011-4306000	VRED - TAPE	315	2,325	500
011-4307000	TRAFFIC	6,528	5,791	8,000
011-4308000	CHILD SAFETY - CS	2,606	12,652	3,000
011-4310000	TAX ASSESSOR/COLLECTOR	37,480	38,652	38,900
011-4313000	AG FILING FEE	(209)	-	-
011-4315000	INDIGENT DEFENSE FEE	1,500	1,800	2,100
011-4322000	PASSPORT FEE - DIST CLERK	27,550	26,710	29,566
011-4323000	DISTRICT CLERK FEES	402,965	508,000	500,000
011-4331000	JP PRECINCT 1	31,158	33,372	34,200
011-4332000	JP PRECINCT 2	33,071	38,000	39,000
011-4333000	JP PRECINCT 3	48,627	43,441	45,700
011-4334000	JP PRECINCT 4	31,481	29,421	30,525
011-4340000	DISTRICT ATTORNEY	32,867	42,330	42,300
011-4345000	MEDICAL EXAMINER	345,757	400,000	393,000
011-4346000	SHERIFF	324,231	330,000	323,500
011-4348000	CONSTABLES	359,602	350,000	358,300
011-4350000	DEFENSIVE DRIVING FEE	3,440	3,863	4,000
011-4351000	SS FEE-INMATE	30,600	40,000	39,700
011-4352000	ISSUED WARRANT EXECUTION	64,378	90,876	90,925
011-4353000	ARREST FEES - COUNTY	5,725	11,590	11,000
011-4354100	FAMILY PROTECTION FEE	6,809	7,003	6,800
011-4360000	CMIT FINE COMMISSION	1,598	-	-
011-4361000	CMI FINE COMMISSION	1	-	-
011-4362000	BAT COMMISSIONS	0	-	-
011-4369000	ONLINE SERVICE FEE	25,109	65,000	50,000
011-4374000	CO CLERK VITAL RECORDS FEE	3,888	3,000	4,000
	43 - FEES	\$ 3,057,037	\$ 3,493,413	\$ 3,461,766

<u>Account Number</u>	<u>Account Name</u>	2015-2016 Activity	2016-2017 Budget	2017-2018 Budget
011-4401000	MOTOR VEHICLE SALES TAX COMM	2,786,352	3,597,490	3,200,000
011-4402000	CERTIFICATE OF TITLE COMM	386,645	350,000	428,500
011-4403000	MOTOR VEHICLE COMMISSION	194,672	1,250,000	650,000
011-4405000	(CVC) COMP TO VICTIMS OF CRIME	187	125	125
011-4406000	LEOA COMMISSION	1	-	-
011-4408000	BEER & LIQUOR COMMISSION	1,525	1,250	1,250
011-4411000	CJC COMMISSION	17	-	-
011-4412000	JCPT COMMISSION	9	-	-
011-4413000	OCLF COMM	-	-	-
011-4414000	JPD COMM	189	-	-
011-4416000	ARREST FEES - COMM	15,832	23,951	28,925
011-4417000	LEMI COMMISSION	0	-	-
011-4418000	CRIMESTOPPERS-COMM	1	-	-
011-4422000	DNA TESTING FEE	41	-	-
011-4424000	SEPTIC INSPECTION	47,480	55,338	62,715
011-4425000	FLSI COMM	3,956	3,766	3,762
011-4426000	FA COMM	50	100	100
011-4427000	CCC COMM	1,049	1,124	1,200
011-4428000	JCD COMM	2	-	-
011-4429000	TP COMM (40%)	26,966	34,780	34,400
011-4430000	JE COMM (10%)	6,742	7,949	7,850
011-4433000	CREDIT CARD COMMISSIONS	33,837	34,534	39,880
011-4435000	NEW CCC COMM	44,464	54,937	53,675
011-4436000	EMS TRAUMA FUND COMM	5,456	6,035	6,000
011-4440000	STF COMM	3,240	3,135	3,000
011-4442000	DNA (CS)	23	-	-
011-4443000	CIVIL DATA JUSTICE FEE	28	-	-
011-4445000	BAIL BOND FEE COMM	5,456	7,475	7,200
011-4446000	COMM DC JUDICIAL FUND	4,447	5,747	5,800
011-4447000	JURY REIMBURSEMENT FEE COMM	2,982	4,656	4,500
	44 - COMMISSIONS	\$ 3,571,650	\$ 5,442,392	\$ 4,538,882
011-4501000	POSTAGE - MOTOR VEHICLE	35,415	50,463	50,500
011-4502000	JURY FEES	16,673	12,015	15,050
011-4503000	BAIL BOND LICENSE RENEWAL FEES	1,000	3,750	-
011-4504000	BOARD BILLS - INMATE	1,677,044	2,500,000	2,250,000
011-4521000	COURT REPORTER FEES	72,405	71,671	72,600
011-4550000	SCAAP- JAIL	46,494	-	-
011-4552000	IV-E LEGAL SERVICES	40,056	-	15,000
	45 - CHARGES FOR SERVICES	\$ 1,889,087	\$ 2,637,899	\$ 2,403,150
011-4601000	JP PRECINCT 1	127,182	205,046	198,250
011-4602000	JP PRECINCT 2	137,128	241,726	231,000
011-4603000	JP PRECINCT 3	74,461	143,510	135,000
011-4604000	JP PRECINCT 4	264,464	309,288	300,000
011-4608000	COUNTY COURT AT LAW 1	51,959	82,414	78,800
011-4609000	COUNTY COURT AT LAW 2	70,861	65,000	69,644
011-4611000	DISTRICT CLERK FINES	12,496	18,756	17,725
011-4612100	FORFEITURES	229,284	300,000	300,000
	46 - FINES/FORF	\$ 967,835	\$ 1,365,740	\$ 1,330,419

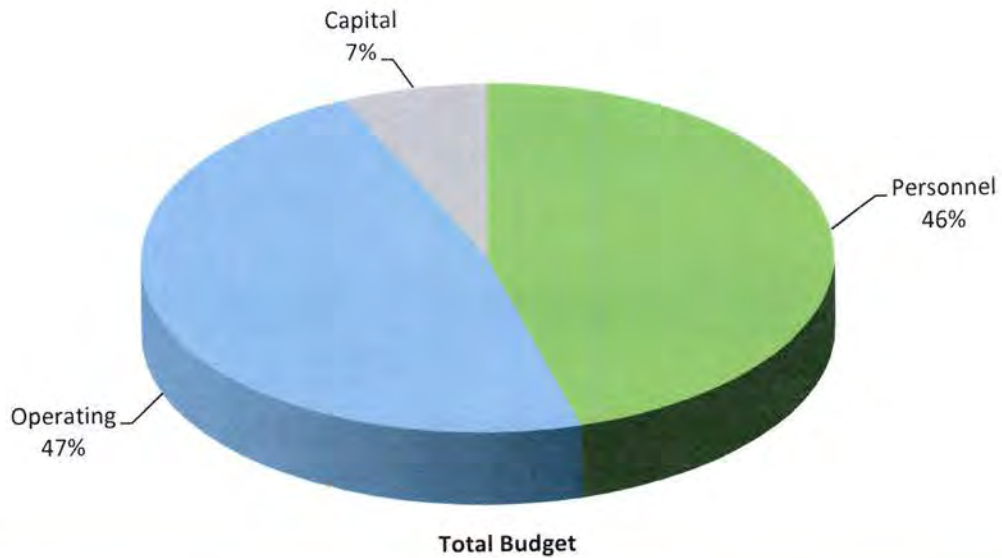
<u>Account Number</u>	<u>Account Name</u>	2015-2016 Activity	2016-2017 Budget	2017-2018 Budget
011-4700000	INTEREST INCOME	782,997	725,000	725,000
	47 - INTEREST	\$ 782,997	\$ 725,000	\$ 725,000
011-4802000	RENTALS-BUILDINGS	162,932	158,688	224,253
011-4803000	PARKING LOTS	75,623	84,303	86,500
011-4805100	DISPOSAL OF PROPERTY	35,218	50,000	75,000
011-4806000	INSURANCE REIMBURSEMENTS	98,607	50,000	100,000
011-4807000	JURY REIMBURSEMENTS FROM STATE	122,400	135,012	138,800
011-4811000	REIMBURSEMENTS-TELETYPE	1,298	2,000	2,000
011-4813000	REFUND - ATTORNEY FEES	137,197	197,955	195,800
011-4815000	OTHER REFUNDS/REIMBURSE	-	50,000	50,000
011-4817100	PAY PHONE COMMISSION	328,877	370,785	392,900
011-4821000	HALE COUNTY AGRILIFE EXTENSION	-	16,366	16,366
011-4826000	ELECTION REVENUES	189	200	200
011-4830000	INTEREST-LCAD	2,938	3,000	3,200
011-4842000	REIMB-INMATE TRANSPORTATION	45,607	54,234	53,900
011-4850000	GAIN/LOSS SALE OF INVESTMENTS	(79,448)	150,000	125,000
011-4899000	OTHER REVENUE	116,128	675,000	675,000
011-7361000	DRAW FROM RESERVES	-	3,326,709	2,707,679
011-7362000	DRAW FROM COMMITTED FB	-	7,006,169	4,141,000
	48 - OTHER REVENUE	\$ 1,047,566	\$ 12,330,421	\$ 8,987,598
	011 - GENERAL FUND Totals	\$ 88,879,829	\$ 108,361,363	\$ 107,777,500

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL FUND

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 74,406,427	\$ 79,211,999	\$ 83,155,085
Licenses/Permits	178,802	176,448	183,900
Intergovernmental	2,978,428	2,978,051	2,991,700
Fees	3,057,037	3,493,413	3,461,766
Commissions	3,571,650	5,442,392	4,538,882
Charges for Service	1,889,087	2,637,899	2,403,150
Fines/Forfeitures	967,835	1,365,740	1,330,419
Interest	782,997	725,000	725,000
Other Revenue	1,047,566	1,997,543	2,138,919
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 88,879,829	\$ 98,028,485	\$ 100,928,821
EXPENDITURES			
Personnel	56,589,386	60,346,906	62,181,994
Operating	20,728,934	28,016,438	29,171,140
Capital	2,190,998	2,030,074	4,133,446
OTHER SOURCES (USES)			
Transfers out	12,158,605	17,967,945	12,290,920
NET REVENUE (EXPENDITURES)	\$ (2,788,094)	\$ (10,332,878)	\$ (6,848,679)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	42,168,711	39,380,617	29,047,739
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
Ending Fund Balance	\$ 39,380,617	\$ 29,047,739	\$ 22,199,060

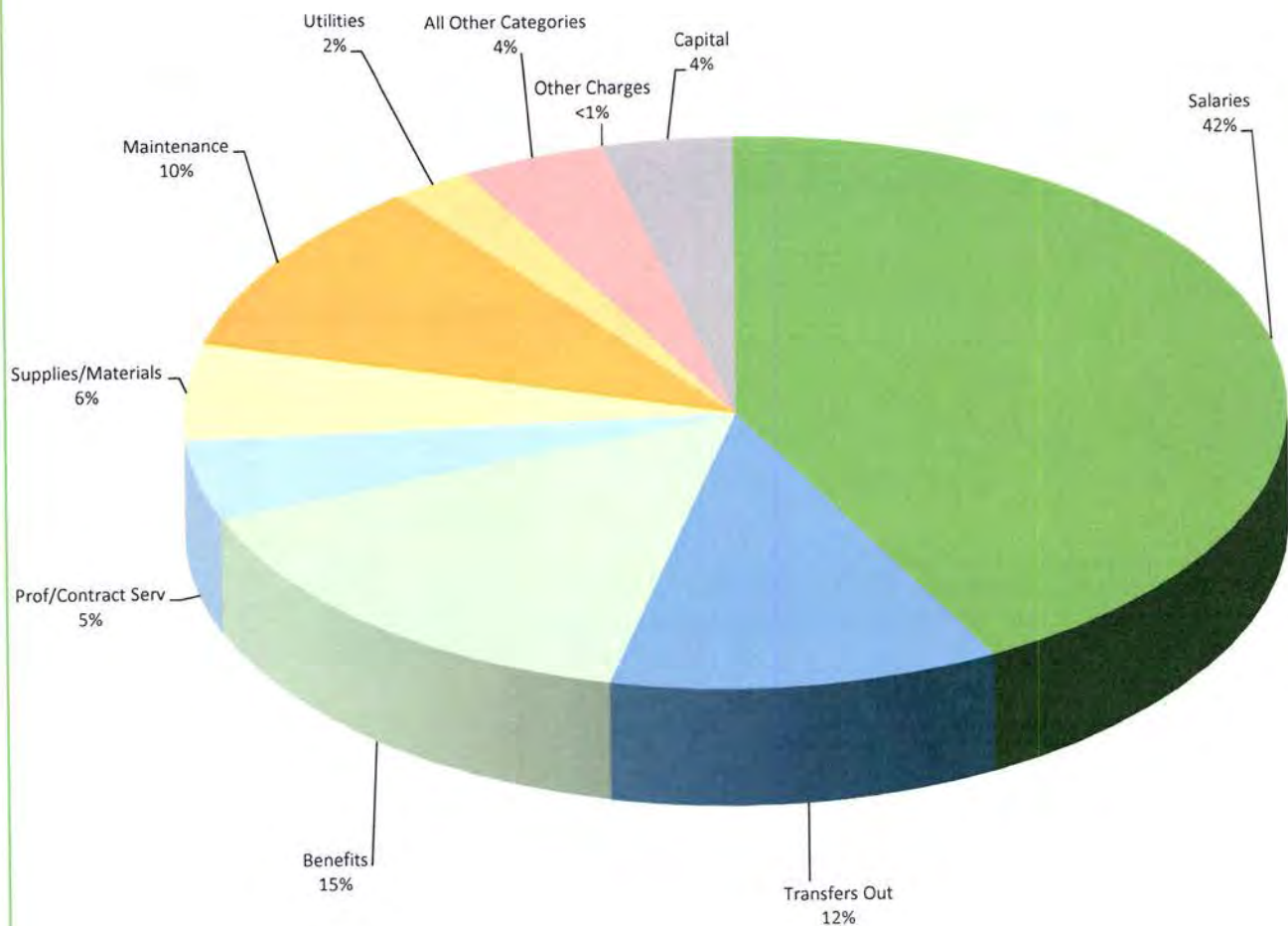
LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. GENERAL FUND

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.



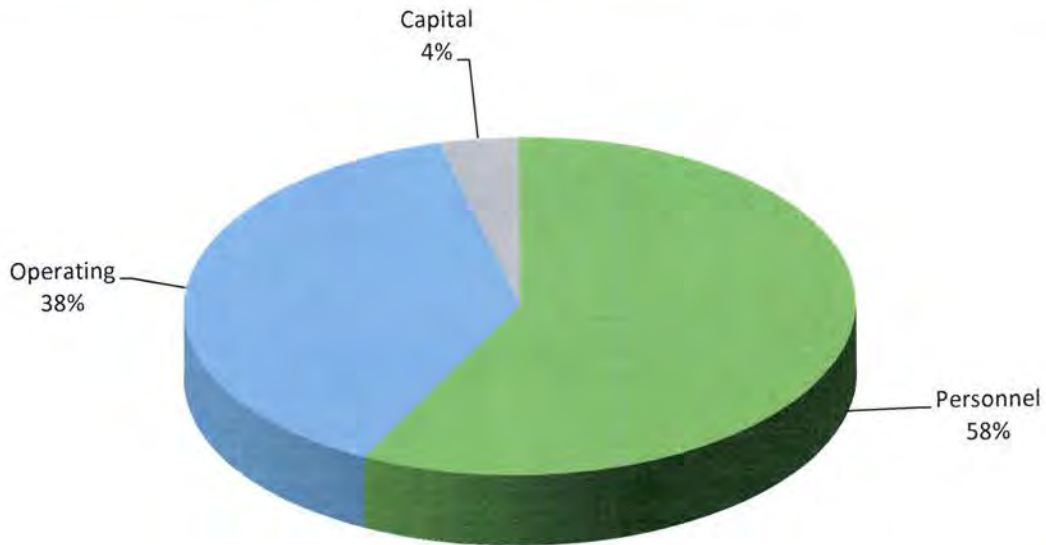
**LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
BY CATEGORY DETAIL**

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.

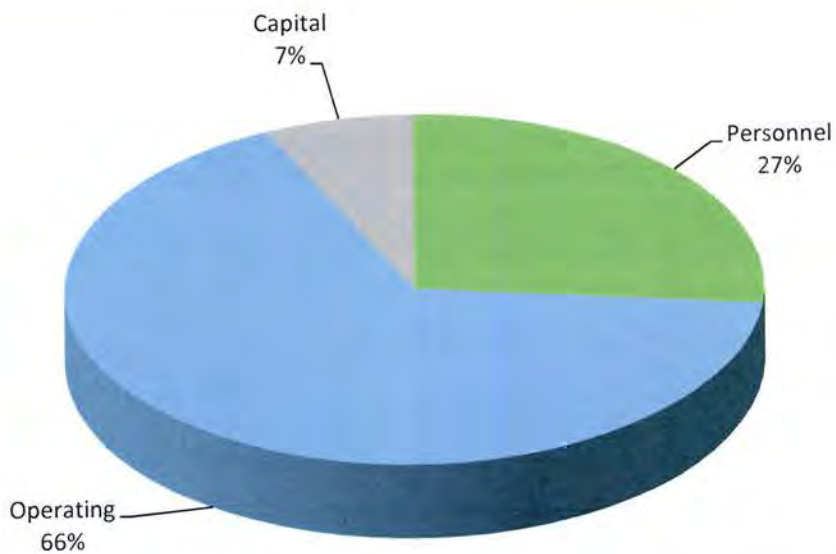


LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
GENERAL ADMINISTRATION

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.



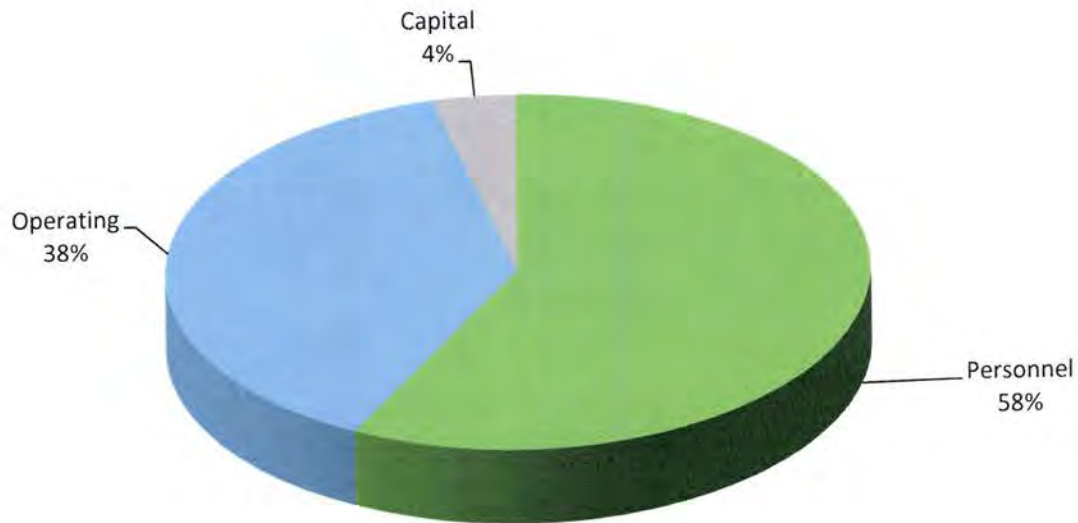
General Fund Budget



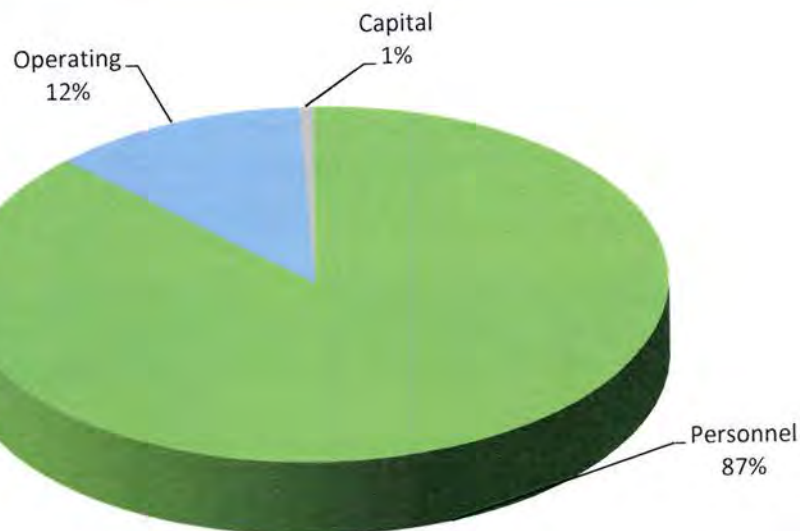
General Administration

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.



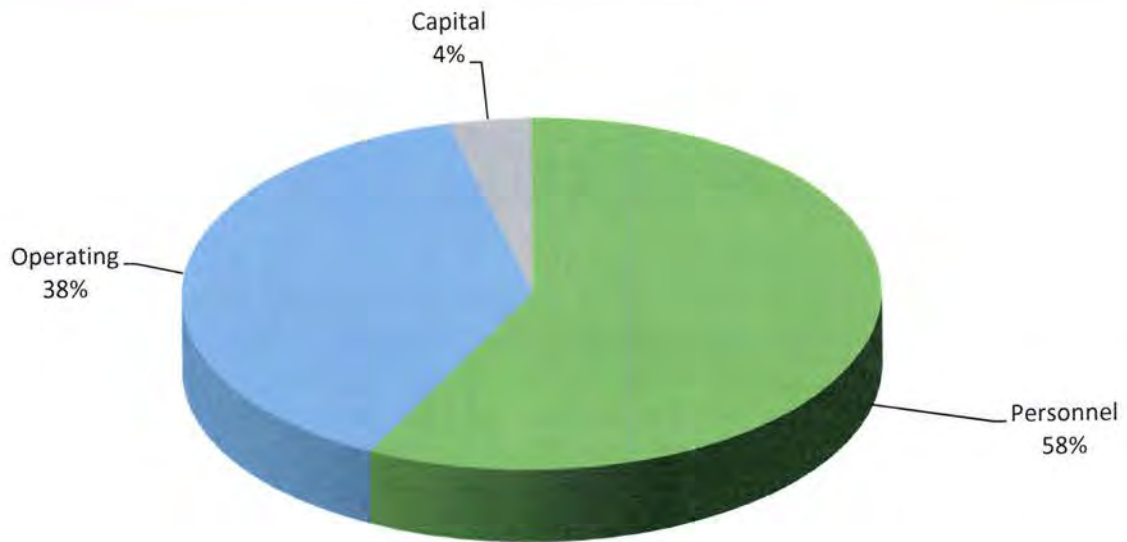
General Fund Budget



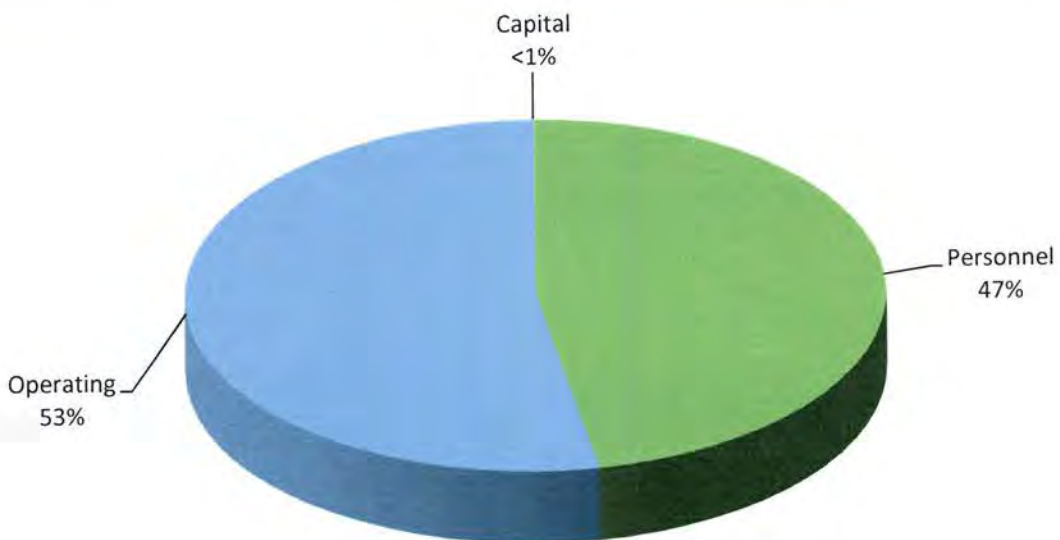
Financial Administration

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.



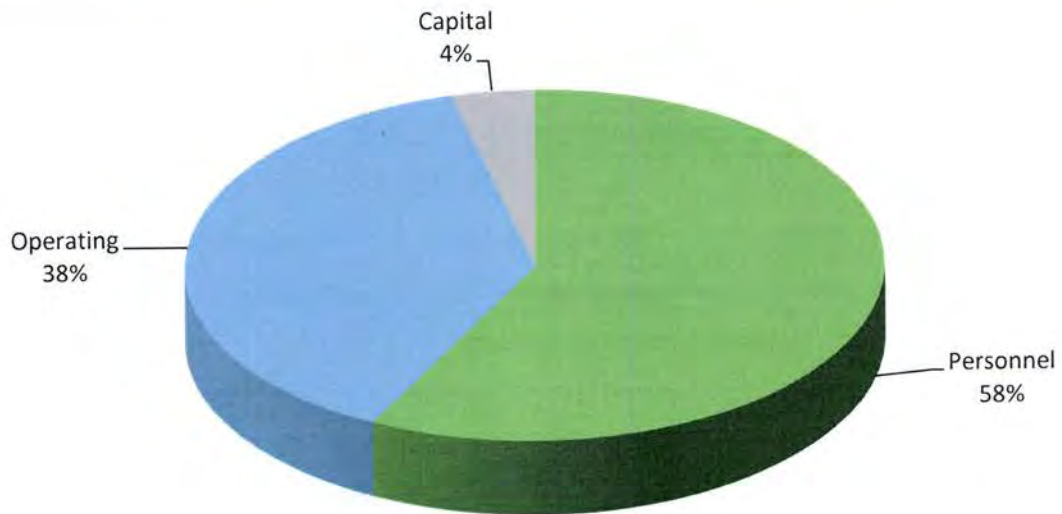
General Fund Budget



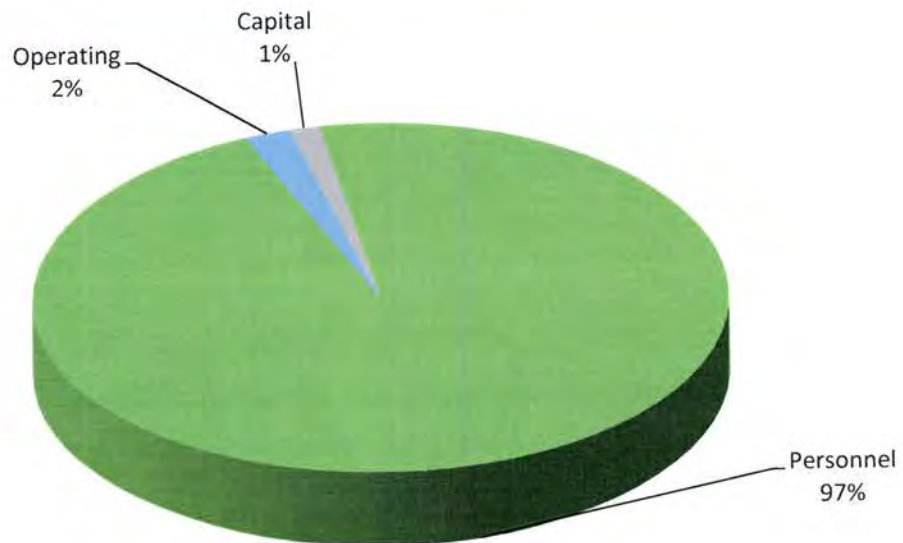
Judicial

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
LEGAL

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



General Fund Budget



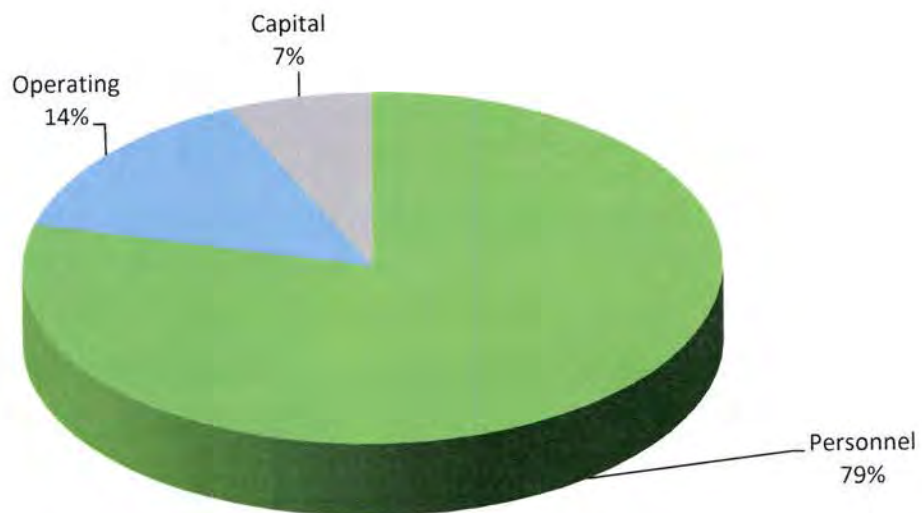
Legal

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.



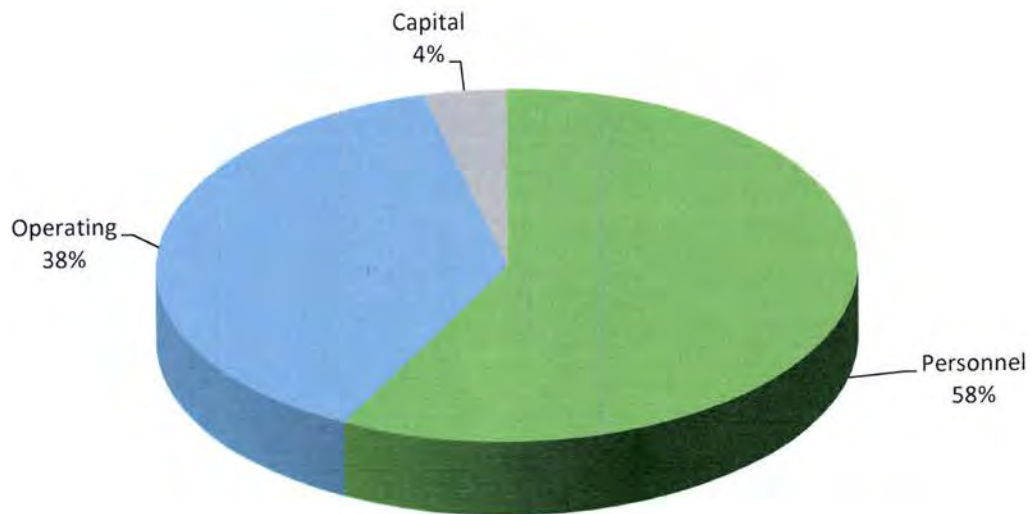
General Fund Budget



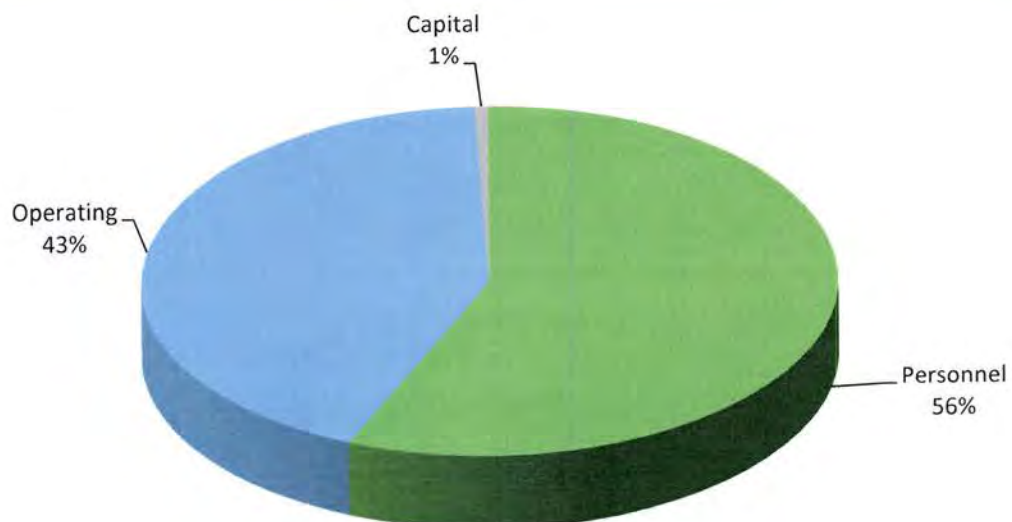
Public Safety

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.



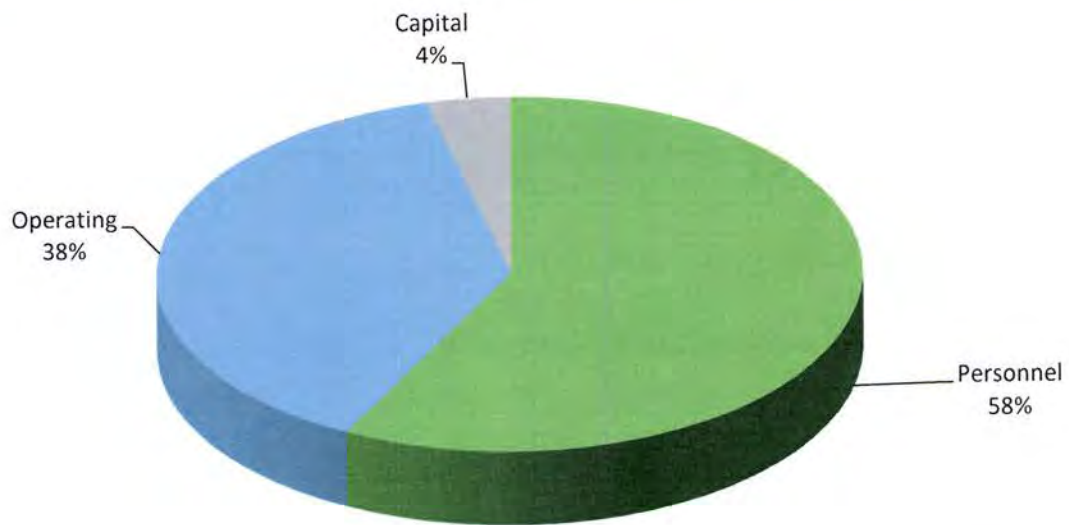
General Fund Budget



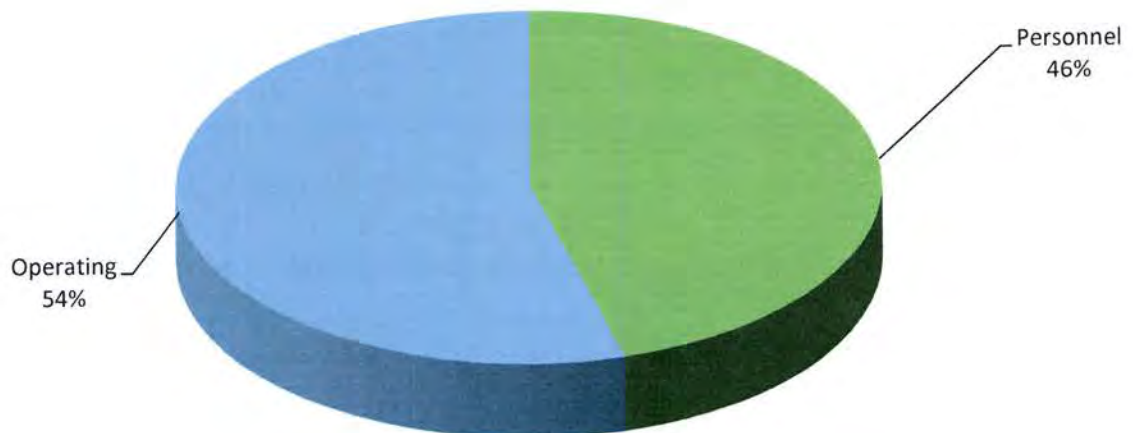
Public Facilities

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
HEALTH AND WELFARE

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



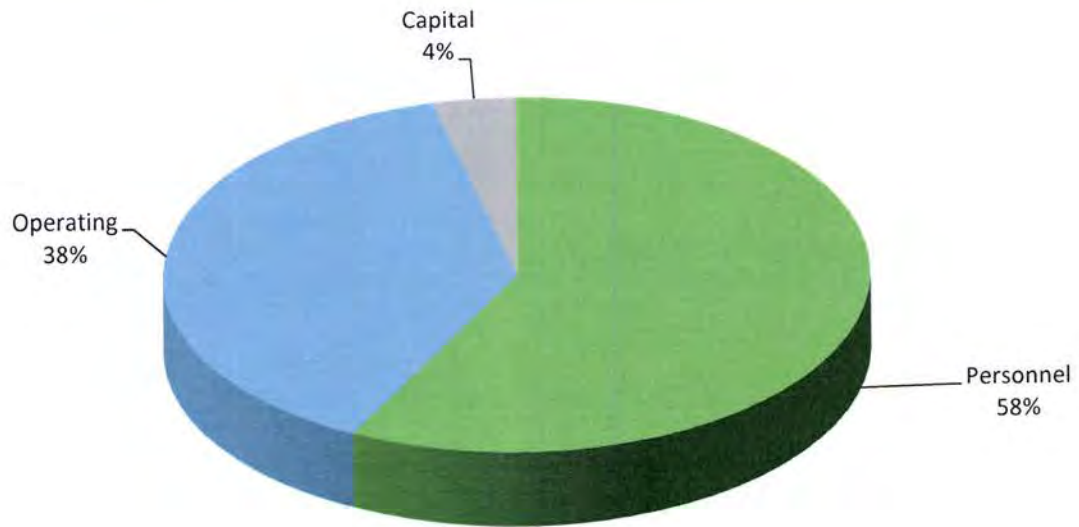
General Fund Budget



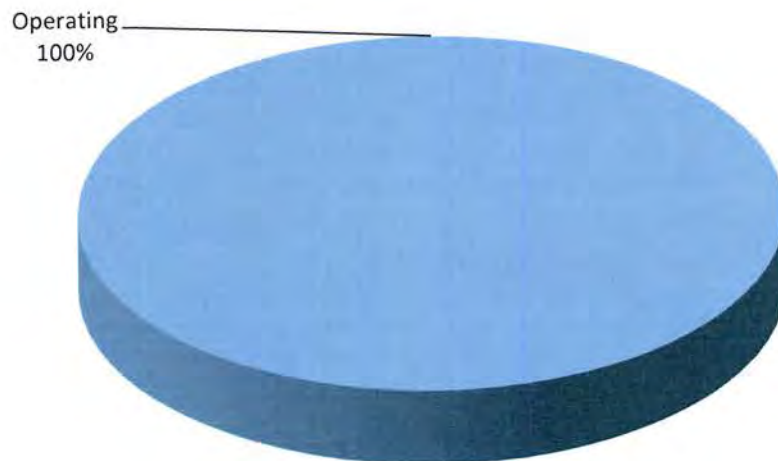
Health and Welfare

LUBBOCK COUNTY, TEXAS
GENERAL FUND EXPENDITURE SUMMARY
CULTURE AND RECREATION

Culture and Recreation function includes the Library Services Department.



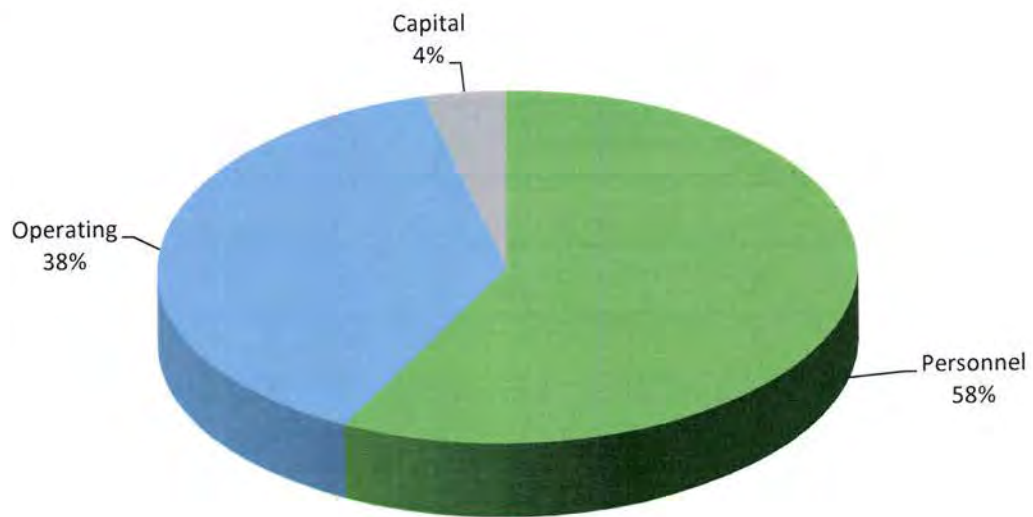
General Fund Budget



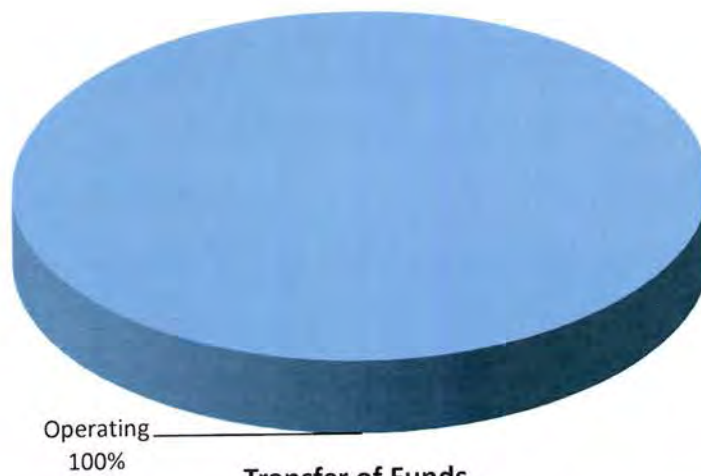
Culture and Recreation

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.



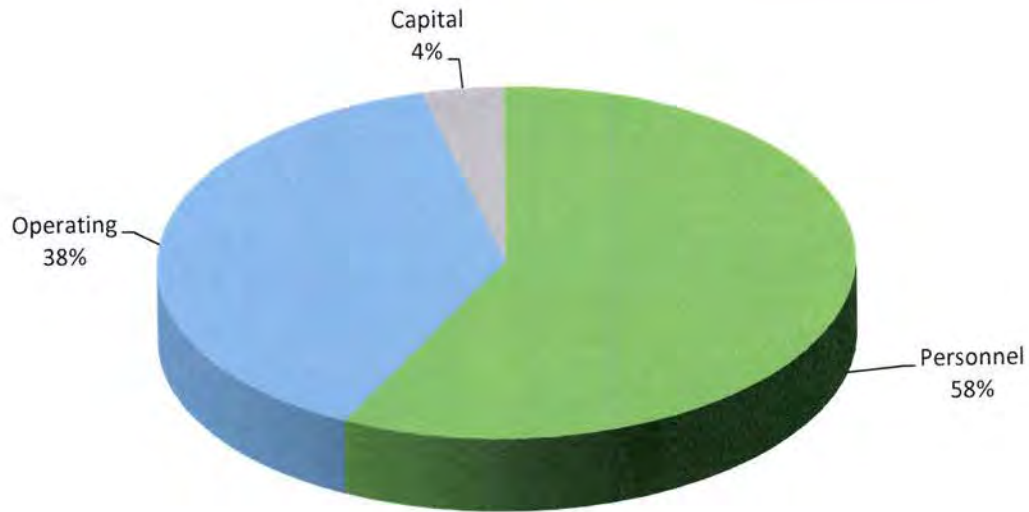
General Fund Budget



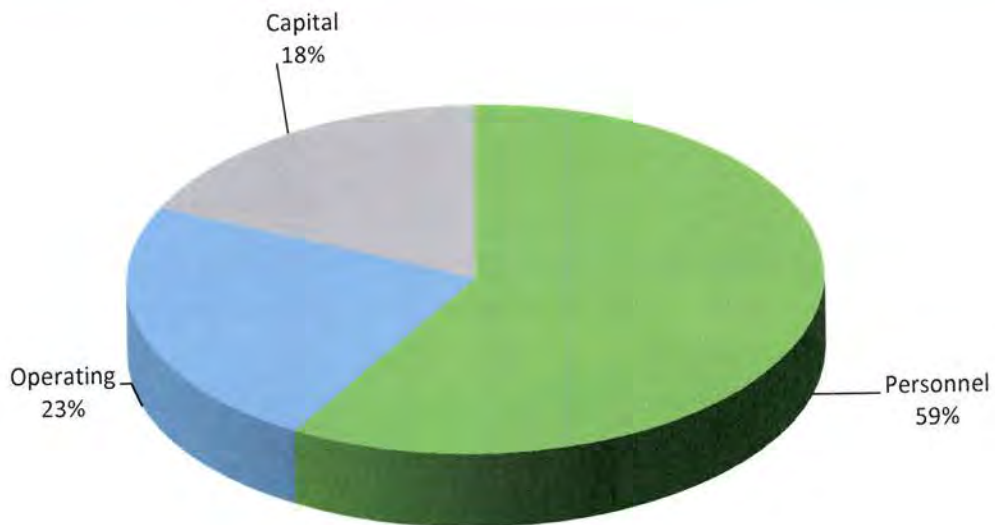
Transfer of Funds

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.



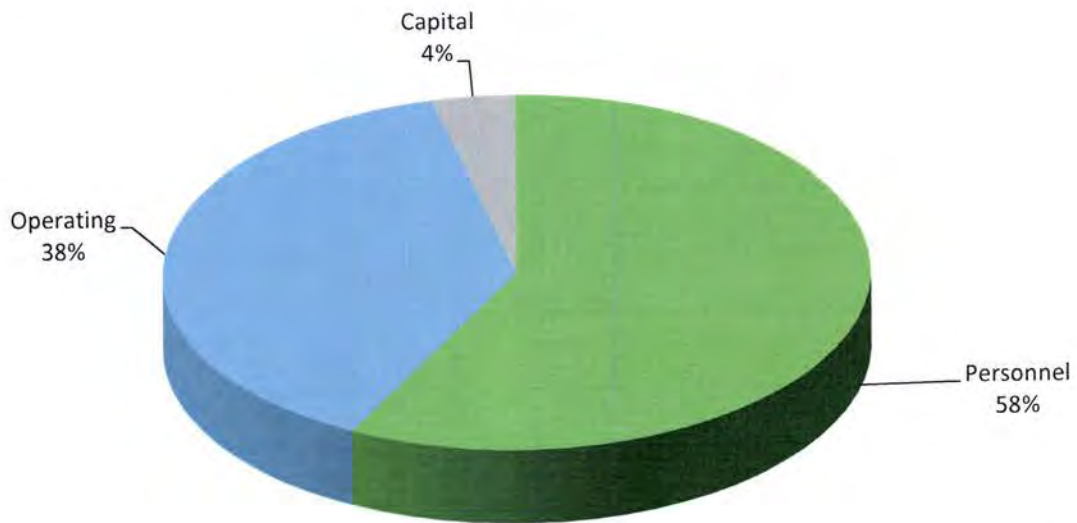
General Fund Budget



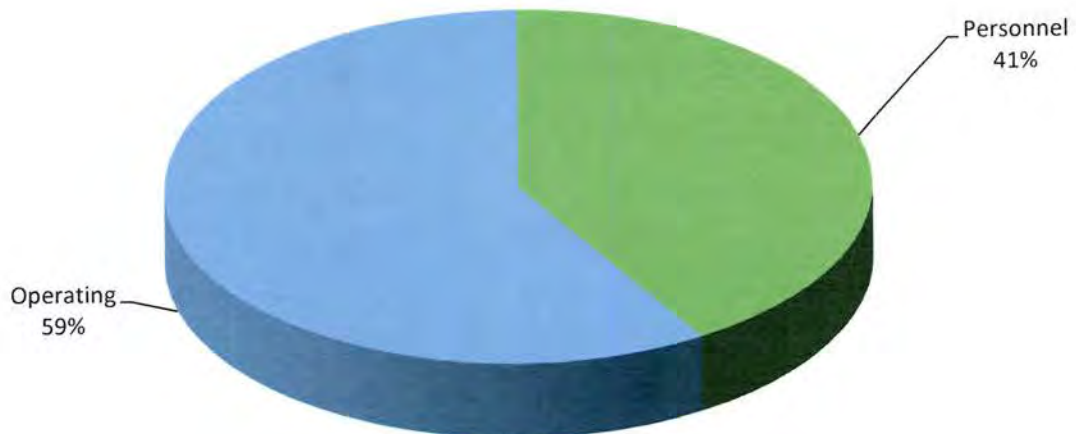
Public Works

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

Lubbock County, Texas

Adopted Budget

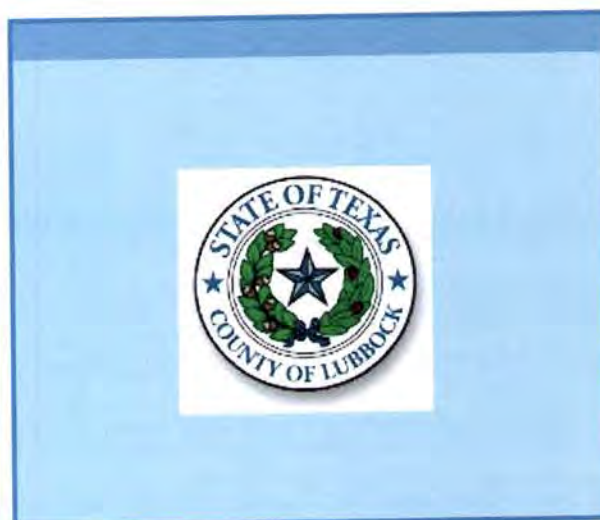
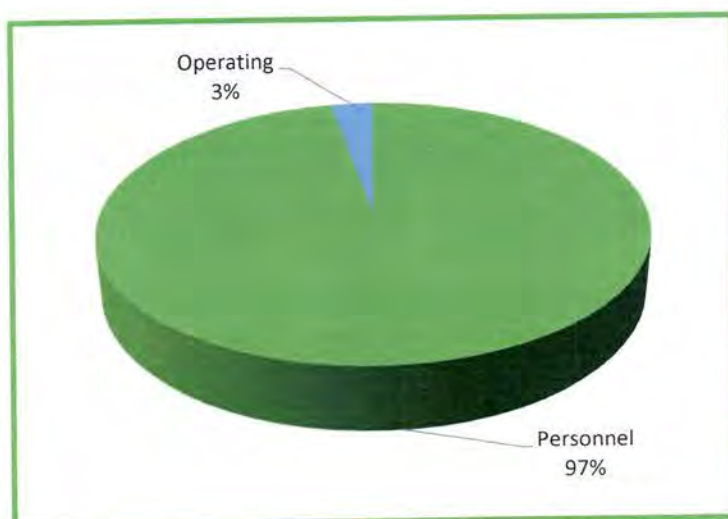
FY 2017 - 2018



General Fund
Detail Appropriations by Department

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ 119,895.49	\$ 134,676.00	\$ 138,556.00	
Operating	\$ 7,937.33	\$ 5,200.00	\$ 4,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 127,832.82	\$ 139,876.00	\$ 142,556.00	



Major Accomplishments in 2017:

- * Expanded retention procedures and training for paper and electronic documents.
- * Improved records management with document scanning and destruction.
- * Improved existing lost and found policy.
- * Began working on a Commissioners' Court Application to streamline the agenda and minutes process.

Goals for 2018:

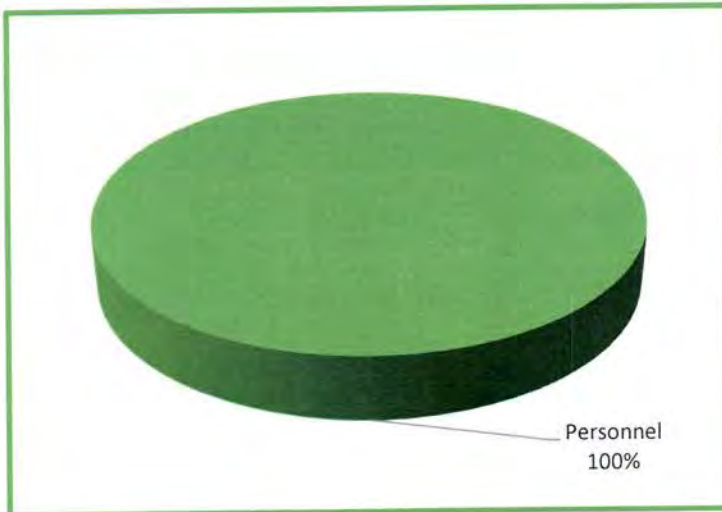
- * Continue cross-training for all staff.
- * Improve facilitation and coordination to develop good working relationships with department heads, appointed officials, elected officials, staff and community.
- * Promote Lubbock County with more community involvement.
- * Monitor federal, state, and local legislation to insure County compliance.

Staff by Classification	FY16	FY17	FY18
Administration	1	1	1
Clerical	1	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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 26,239.68	\$ 24,563.00	\$ 23,498.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 26,239.68	\$ 24,563.00	\$ 23,498.00



Court of Appeals Justices

Chief Justice Seventh Court of Appeals Place 1

Brian P. Quinn

Justice Seventh Court of Appeals Place 2

Judy Parker

Justice Seventh Court of Appeals Place 3

Patrick A. Pirtle

Justice Seventh Court of Appeals Place 4

James T. Campbell



Staff by Classification

Elected Official

FY16

4

FY17

4

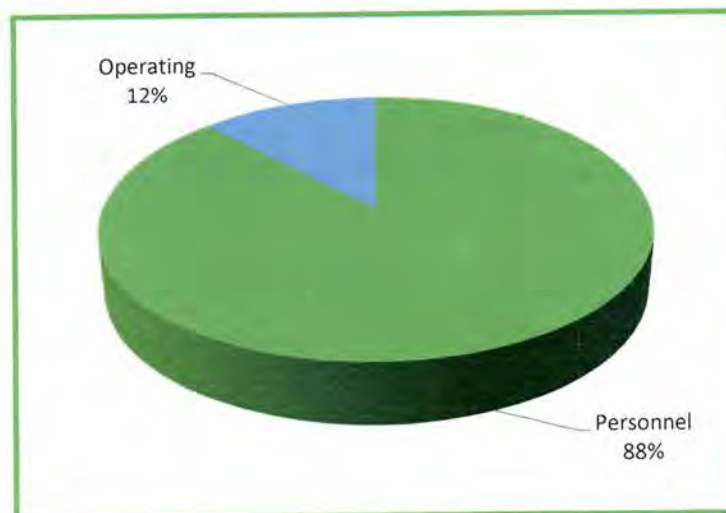
FY18

4

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,001,741.19	\$ 1,136,959.00	\$ 1,163,862.00
Operating	\$ 134,823.79	\$ 152,884.00	\$ 159,143.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,136,564.98	\$ 1,289,843.00	\$ 1,323,005.00



Appointed Official

County Auditor

Jacqueline Latham, CPA



Major Accomplishments in 2017:

- * 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.
- * S&P Global raised its long-term rating to AA+ on Lubbock County. The rating action reflects the County's strong management practices, budgetary performance and strong economy.
- * Refunded General Obligation Refunding Bonds, Series 2007 reducing interest costs and saving the County approximately \$3,525,000.
- * Streamlined process for Court Cost collection reporting.
- * Internal Audit and Accounts Payable created a system to review credit cards for issues and report on findings.
- * Developed a performance evaluation specific to internal auditors' job description.
- * Prepared and delivered a presentation on uniforms and purchasing card rules.

Goals for 2018:

- * 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.
- * Complete a review of fuel cards.
- * Investigate audit software to improve efficiency of the internal audit process.

Goals for 2018 continued:

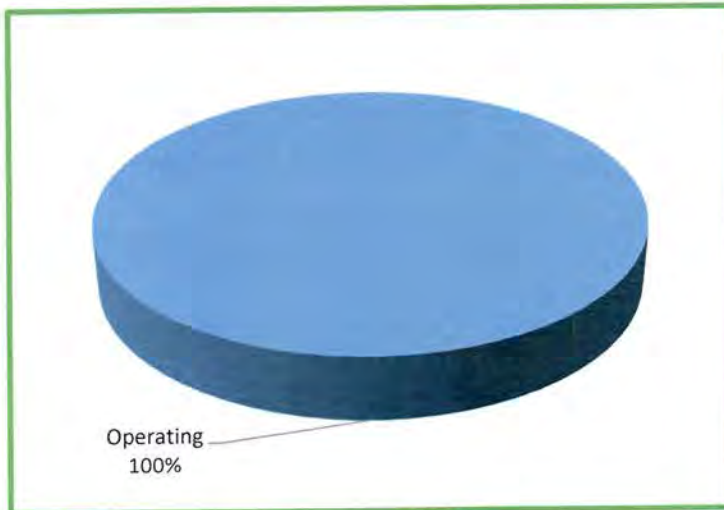
- * Work towards creating a standardized audit program guidebook to allow for a more thorough and concise process, which includes the COSO framework.
- * Become knowledgeable on the bond process for cash and security bonds.
- * Continue professional education for audit staff to secure Certified Internal Auditor designation.

Performance Measures	FY15	FY16	FY17
Accounts Payable Payments Issued	8,497	8,769	8,592
Credit Card Transactions Processed	8,183	8,177	8,229
Payroll EFT/Checks Issued	32,161	32,766	33,504
Grants Processed	63	64	72
Bank Reconciliations Completed	845	756	890
Cash Counts Performed	291	289	285
Budget Adjustments Processed	182	207	162
Quarterly Reviews Performed	76	87	92
Audits Performed	1	7	6

Staff by Classification	FY16	FY17	FY18
Appointed	1	1	1
Administrative	1	1	1
Professional	8	8	8
Clerical	4	4	4
Part-Time	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 300,192.74	\$ 360,900.00	\$ 314,251.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 300,192.74	\$ 360,900.00	\$ 314,251.00	



Elected Official
District Clerk
Barbara Sucsy

Major Accomplishments in 2017:

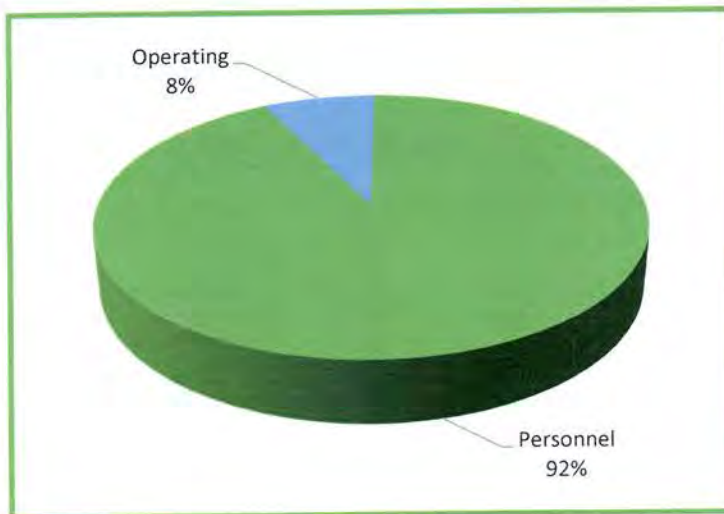
- * Reviewed and improved the online juror reporting system.
- * Provided a sufficient number of jurors for each panel requested.
- * Updated addresses on the juror listings.
- * Jury Wheel was reconstituted and names on the list were checked for duplications.
- * Utilized a part-time employee to assist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

Goals for 2018:

- * 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.

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 2017-2018			
	FY 16 Actual	FY 17 Estimates	FY 18 Budget
Personnel	\$ 481,120.18	\$ 492,941.00	\$ 507,155.00
Operating	\$ 23,115.68	\$ 47,500.00	\$ 42,050.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 504,235.86	\$ 512,681.00	\$ 549,205.00



Elected Officials	
Commissioner - Precinct #1	Bill McCay
Commissioner - Precinct #2	Mark Heinrich
Commissioner - Precinct #3	Gilbert Flores
Commissioner - Precinct #4	Patti Jones



Major Accomplishments in 2017:

- * Hosted and helped to coordinate the 88th Annual West Texas County Judges & Commissioners Association Conference.
- * Implemented new technology for the Commissioners' Court efficiency.
- * Updated information on the Lubbock County Website.
- * Continue to develop a working and professional dialogue between the County and all governmental entities in the County.

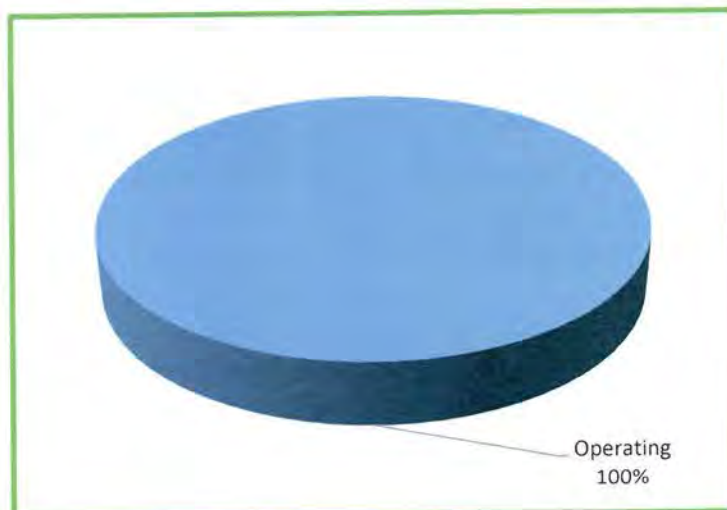
Goals for 2018:

- * Continued effort to coordinate the Lubbock County High Noon Series for the citizens of Lubbock County.
- * Promote community involvement and development activities.
- * Continue to provide adequate facilities and infrastructure resources to support the operations of the County.
- * Continue the development of technology to enhance operations.

Performance Measures	FY15	FY16	FY17
Number of Courts Held	24	24	24
Number of Additional Meetings Held	10	11	11
Staff by Classification	FY16	FY17	FY18
Elected Official	4	4	4
Professional	1	1	1

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 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 9,989.00	\$ 12,110.00	\$ 12,850.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 9,989.00	\$ 12,110.00	\$ 12,850.00	



Appointed Official
Director
Steven Henderson

Major Accomplishments in 2017:

- * Successfully started the Lubbock County SWIFT Court (Supervision With Intensive enFORCEment and Treatment) with the assistance of the Lubbock County Office of Court Administration and Judge William Eichman of the 364th Judicial District Court.
- * Assisted in improving pretrial bond processes to screen more defendants (166% increase over FY 2016) and have more low risk defendants released while awaiting trial (19% increase over FY 2016), thus lowering taxpayer costs for the Lubbock County
- * Completed expansion of classroom space at the Court Residential Treatment Center and began further remodeling of kitchen and residence areas.

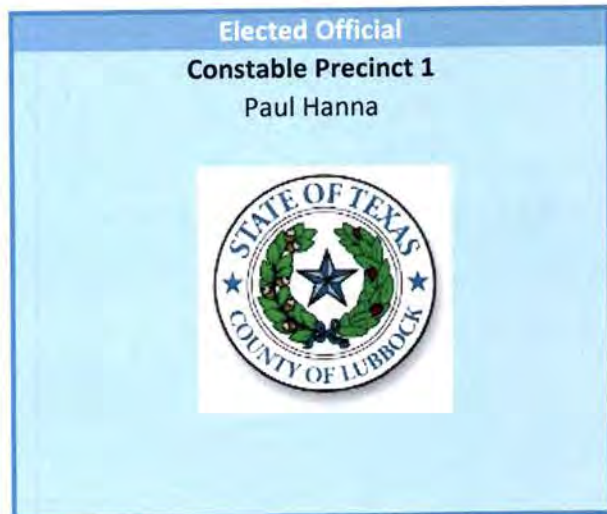
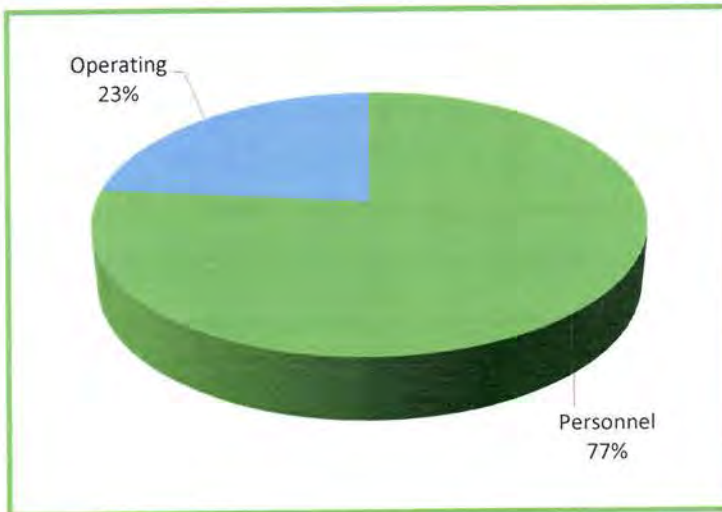
Goals for 2018:

- * Continue to work cooperatively with Lubbock County Maintenance to determine possibilities of securing new space in Sheriff's Department old facility.
- * Reduce inventory of vehicles in order to be more efficient and effective with funds for conducting necessary field work.
- * Provide more regional training for community supervision officers and other adult probation personnel in the building at 701 Main Street.

Performance Measures	FY15	FY16	FY17
Average Supervised Monthly	3,713	3,517	3,444
Average Probationers Added Monthly	137	110	90
Average Revocations Monthly	47	37	36

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 2017-2018			
	FY 16 Actual	FY 17 Estimates	FY 18 Budget
Personnel	\$ 67,722.46	\$ 69,140.00	\$ 71,167.00
Operating	\$ 11,809.81	\$ 22,449.00	\$ 21,644.00
Capital	\$ -	\$ 50,000.00	\$ -
Total Budget	\$ 79,532.27	\$ 141,589.00	\$ 92,811.00



Major Accomplishments in 2017:

- * 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.
- * Maintained law enforcement within the precinct.
- * Assisted other law enforcement agencies when extra officers were needed.

Goals for 2018:

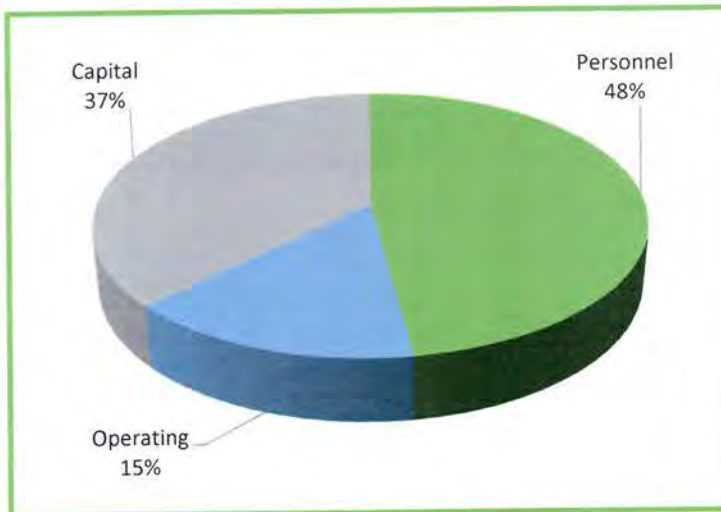
- * Properly serve papers from respective courts within time lines associated with each JP or out-of-county court.
- * Diligence in service of warrants issued out of the respective JP courts.
- * Acquire Reserve Deputy Constables to better the Constable's Office in day to day operation.
- * Maintain a monthly calendar in connection with the respective JP's office to ensure availability to handle all court hearings scheduled by respective JP court.
- * Maintain law enforcement in Precinct 1.
- * Continue to assist the Constables, JPs, and other law enforcement agencies when help is needed.

Performance Measures	FY15	FY16	FY17
Civil's Processed	787	885	705
Staff by Classification	FY16	FY17	FY18
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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 67,314.65	\$ 69,140.00	\$ 71,167.00
Operating	\$ 9,788.70	\$ 14,488.00	\$ 22,377.00
Capital	\$ -	\$ -	\$ 55,000.00
Total Budget	\$ 77,103.35	\$ 83,628.00	\$ 148,544.00



Elected Official
Constable Precinct 2
Jody Barnes

The seal of the State of Texas, County of Lubbock, is displayed below the official's name. It features 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 2017:

- * 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 2018:

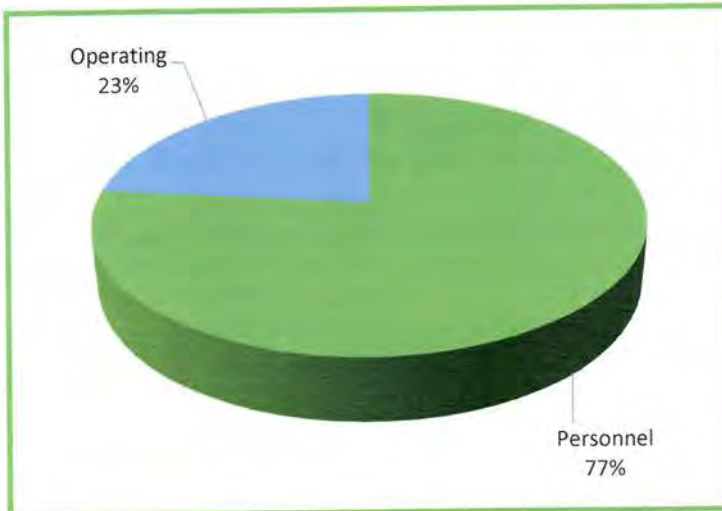
- * Properly serve papers from respective courts within time lines associated with each JP or out-of-county court.
- * Diligence in service of warrants issued out of the respective JP courts.
- * Acquire Reserve Deputy Constables to better the Constable's Office in day to day operation.
- * Maintain a monthly calendar in connection with the respective JP office to ensure availability to handle all court hearings scheduled.
- * Continue to assist Constables and JP's when help is needed.
- * Modernize my office to improve efficiency in executing the duties required of this office.

Performance Measures	FY15	FY16	FY17
Civil's Processed	1,098	1,159	955
Staff by Classification	FY16	FY17	FY18
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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 67,105.34	\$ 69,140.00	\$ 71,167.00
Operating	\$ 8,504.92	\$ 28,226.00	\$ 21,324.00
Capital	\$ -	\$ 28,000.00	\$ -
Total Budget	\$ 75,610.26	\$ 125,366.00	\$ 92,491.00



Elected Official

Constable Precinct 3

Marina Garcia



Major Accomplishments in 2017:

- * 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 2018:

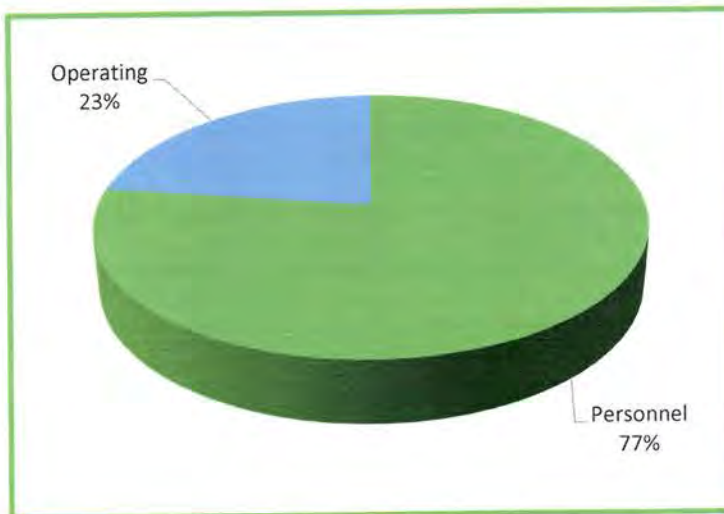
- * Finish both levels of my Intermediate License and Masters Peace Officer License.
- * Properly serve paperwork from my court within the time limit established.
- * Acquire Reserve Deputy Constables to assist with serving the court.
- * Continue to assist other Constables and JPs when needed.
- * Maintain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

Performance Measures	FY15	FY16	FY17
Civil's Processed	1,701	1,897	2,110
Staff by Classification	FY16	FY17	FY18
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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 67,688.92	\$ 69,140.00	\$ 71,167.00
Operating	\$ 13,602.30	\$ 21,799.00	\$ 20,767.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 81,291.22	\$ 90,939.00	\$ 91,934.00



Elected Official

Constable Precinct 4
Carelton "CJ" Peterson



Major Accomplishments in 2017:

- * 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 2018:

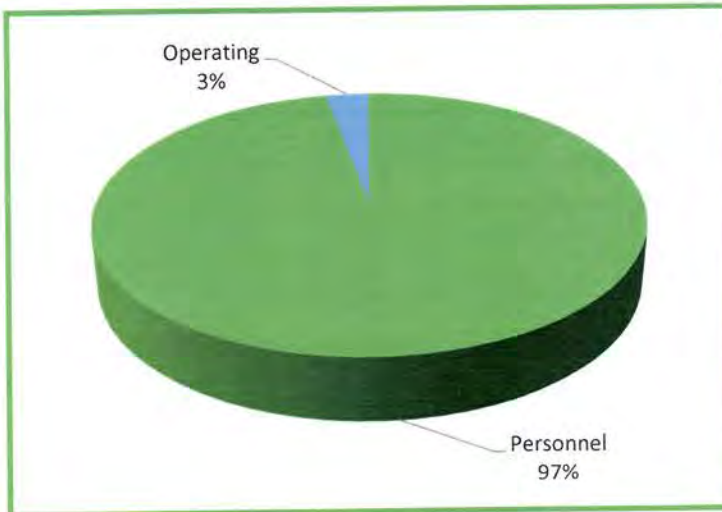
- * Properly serve papers from respective courts within time lines associated with each JP or out-of-county court.
- * Diligence in service of warrants issued out of the respective JP courts.
- * Acquire Reserve Deputy Constables to better the Constable's Office in day to day operations.
- * Maintain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

Performance Measures	FY15	FY16	FY17
Civil's Processed	958	907	922
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,121,563.60	\$ 1,284,111.00	\$ 1,319,773.00
Operating	\$ 35,456.69	\$ 40,509.00	\$ 39,580.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,157,020.29	\$ 1,324,620.00	\$ 1,359,353.00



Elected Officials

County Clerk
Kelly Pinion



Major Accomplishments in 2017:

- * Increased online access through digitalization & records preservation projects.
- * Implemented credit card payment system on the county website.
- * Progress in full integration with civil e-filing program.
- * Perform intra-departmental audits of case files to ensure proper filing status and filing codes.

Goals for 2018:

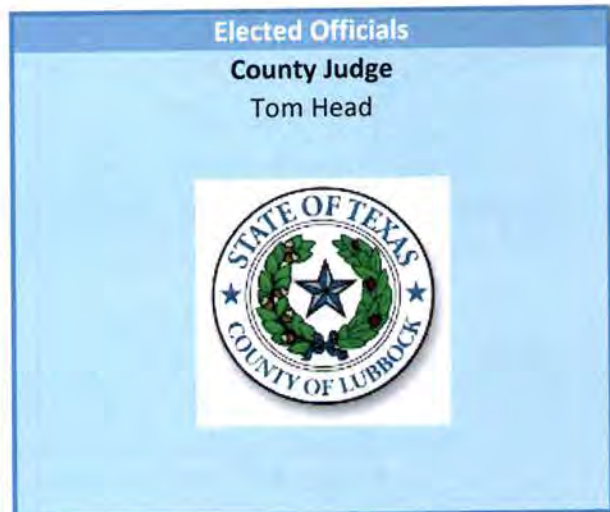
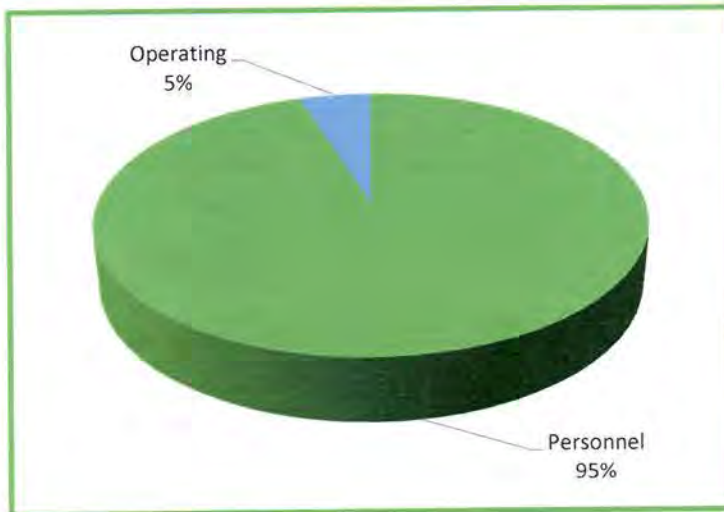
- * Update fees or procedures as needed to comply with new legislative session.
- * Implement e-filing in criminal courts.
- * Work with Court Administration and IT to implement redaction of e-filed court documents for sensitive data.
- * Implement full integration with civil & probate e-filing.

Performance Measures	FY15	FY16	FY17
Criminal Cases Filed	4,249	3,396	3,179
Civil Cases Filed	964	940	895
Formal Marriage License Filed	1,189	1,935	2,121
Informal Marriage License Filed	128	115	98
Probate Cases	862	820	809
Guardianship Cases Filed	133	105	80
Mental Cases Filed	535	346	322
OPR Documents Recorded	46,529	55,611	48,150

Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Administrative	1	1	1
Clerical	20	20	20

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

Adopted Budget for the Fiscal Year 2017-2018			
	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 265,908.12	\$ 286,794.00	\$ 178,758.00
Operating	\$ 7,145.04	\$ 12,570.00	\$ 9,070.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 273,053.16	\$ 299,364.00	\$ 187,828.00



Major Accomplishments in 2017:

- * Cross-training between clerks to improve the court's ability to better serve the citizens.
- * Continued improvement of transparency of the County website with information on probates, guardianships, and mental health.
- * Training of employees efficiently and economically when new legislation is introduced, amended or mandated.
- * Implementation of technology into 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 2018:

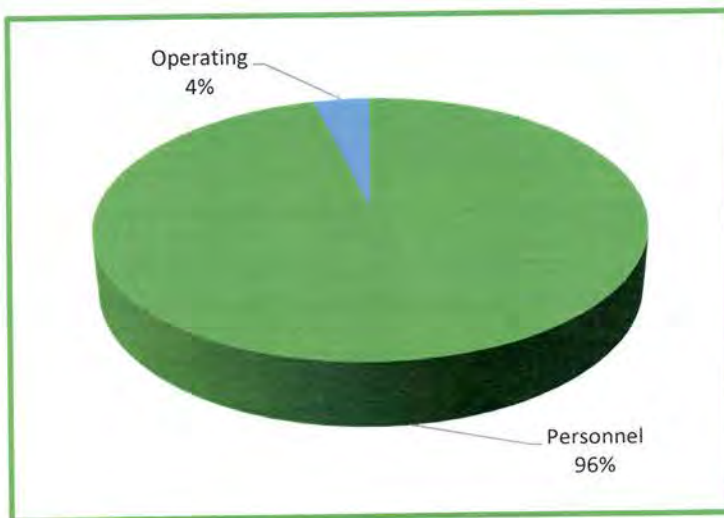
- * Continue improving the guardianship procedures and case load with the Court.
- * Protect individual rights and provide justice to all citizens, particularly the mentally ill, incapacitated persons and the heirs/devisees of deceased persons.
- * Continue efficiency to oversee the administration of estates of decedents or incapacitated persons.
- * Improve the working relationship between the County Clerk's Office to improve efficiency with regards to the case load of the County Judge.

Performance Measures	FY15	FY16	FY17
Probate Cases Filed	862	820	806
Mental Health Cases Filed	515	276	325
Guardianship Cases Filed	133	105	80
Hearings Filed	N/A	703	492
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Clerical	2	2	0

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 3,569,224.72	\$ 3,708,111.00	\$ 3,928,137.00
Operating	\$ 114,363.99	\$ 162,150.00	\$ 155,120.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 3,683,588.71	\$ 3,870,261.00	\$ 4,083,257.00



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 - Vacant at 10/1

Major Accomplishments in 2017:

- * The Courts, in conjunction with the Civil District Attorney's Office and the County Judge's Office, have begun cleaning up the guardianship caseload. Thus far, 700 cases have been removed from the caseload.
- * Two court coordinators graduated from professional development training and received their certified court manager designation.
- * Assisted in completing the revision to the contract for the Managed Assigned Counsel program.

Goals for 2018:

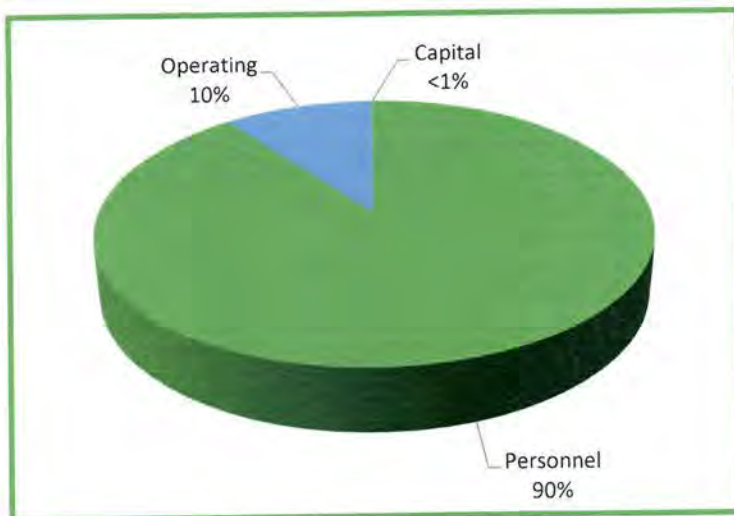
- * Court Administration would like to continue improving courtroom technology.
- * Court Administration would like to work with IT and KiCorp to improve case management software capabilities so that required reporting is easier to compile.

Performance Measures	FY15	FY16	FY17
Criminal Cases Disposed	9,923	9,631	7,564
Staff by Classification	FY16	FY17	FY18
Elected Official	9	9	9
Appointed	24	24	24
Administrative	1	1	1
Professional	1	1	1
Clerical	6	6	6
Part-Time	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 20,796,914.32	\$ 21,573,598.00	\$ 22,159,290.00
Operating	\$ 2,052,901.09	\$ 2,320,335.00	\$ 2,459,101.00
Capital	\$ 65,844.78	\$ 50,000.00	\$ 35,250.00
Total Budget	\$ 22,915,660.19	\$ 23,943,933.00	\$ 24,653,641.00



Major Accomplishments in 2017:

- * Received the Frank M. Adams Award from the Texas Council for innovation with the inmate special needs population.
- * Created Step-Up Initiative to reduce restrictive housing population and demonstrated a 12 percent recidivism rate for graduates within its first year.
- * Successful transition to 12 hour shifts to include realignment of staff.
- * Creation of a Re-Entry Committee which has grown to 20 community organizations.
- * Collaboration with VetStar to reduce our Veteran inmate population.
- * Spearheaded a national/state initiative enhancing mental health training for jailers.

Goals for 2018:

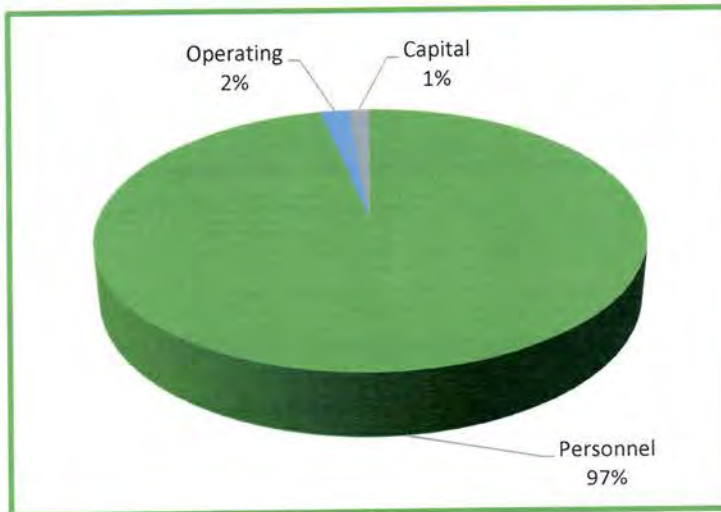
- * Replace security electronics.
- * Consolidate County/Municipal magistrate process.
- * Implement effective leadership development program.
- * Complete and implement the TCOLE licensing curriculum for jailers and serve as a pilot site for beta testing state curriculum.
- * Be one of the initial counties bearing the NIC certification of Jail Mental Health Officers and trainers.
- * Expand Step-Up program to the female population.
- * Expand our ability to host 20 interns as opposed to our average of 10 this past year and provide more counseling services.

Performance Measures	FY15	FY16	FY17
Average Daily Jail Population	1,183	1,123	1,149
Average Daily Number of Fed. Inmates	78	55	36
Staff by Classification	FY16	FY17	FY18
Administrative	3	3	3
Public Safety	287	286	286
Clerical	61	61	61

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 5,806,832.72	\$ 6,391,175.00	\$ 6,671,739.00
Operating	\$ 70,694.29	\$ 122,058.00	\$ 134,340.00
Capital	\$ -	\$ -	\$ 97,579.00
Total Budget	\$ 5,877,527.01	\$ 6,513,233.00	\$ 6,903,658.00



Elected Official
District Attorney
Matthew D. Powell

The official 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 2017:

- * 93% EDR compliance.
- * Established a more efficient online link with LPD & LSO case attachments.

Goals for 2018:

- * Maintain reporting efficiency.
- * Have an online Juvenile Discovery System.

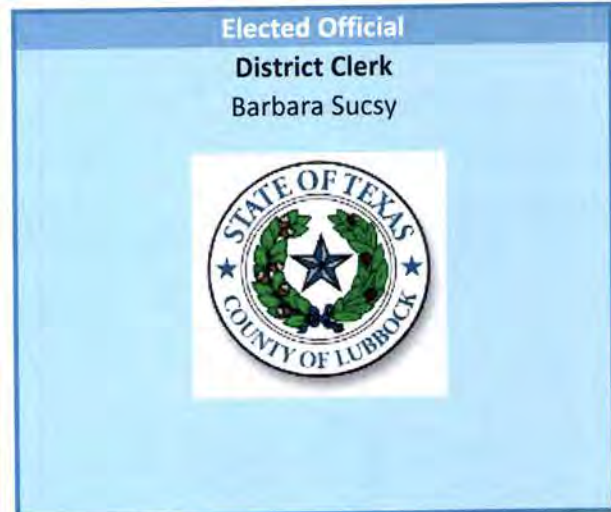
Performance Measures	FY15	FY16	FY17
Cases Received	14,740	14,058	13,749
Felony Cases Under Indictment	3,633	3,105	2,671
Misdemeanor Cases Under Indictment	4,206	3,404	3,179
Cases Filed	7,839	6,702	6,213
Felony Cases Closed	5,579	5,407	4,161
Misdemeanor Cases Closed	5,722	5,185	4,381
Total Jury Trials	97	24	39

Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Appointed	2	2	2
Administrative	1	1	1
Professional	32	32	33
Public Safety	15	15	15
Clerical	20	20	20
Part Time	3	3	3

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,595,764.98	\$ 1,650,731.00	\$ 1,695,643.00
Operating	\$ 48,106.61	\$ 61,004.00	\$ 87,915.00
Capital	\$ -	\$ 12,000.00	\$ 12,000.00
Total Budget	\$ 1,643,871.59	\$ 1,723,735.00	\$ 1,795,558.00



Major Accomplishments in 2017:

- * Continued collections of court costs and fines through the Texas Department of Criminal Justice.
- * Continued to accept exhibits on a date-forward basis (April 2013) from court reporters, and accepted exhibits that were tendered prior to April 2013 from two retiring court reporters.
- * Completed permissive criminal efilng in April 2017.
- * Revised programming for efilng each time JCIT met in Austin and updated our systems to coordinate with rules changes.
- * Continued working toward full disposition of funds to the Comptroller's Office for all funds held and unclaimed (referred to as escheating).
- * Continued to clear and correct conviction reporting to the Texas Department of Public Safety to improve percentage rates for accurate and timely reporting.
- * Improved online reporting for jury duty as comments or suggestions were received.

Goals for 2018:

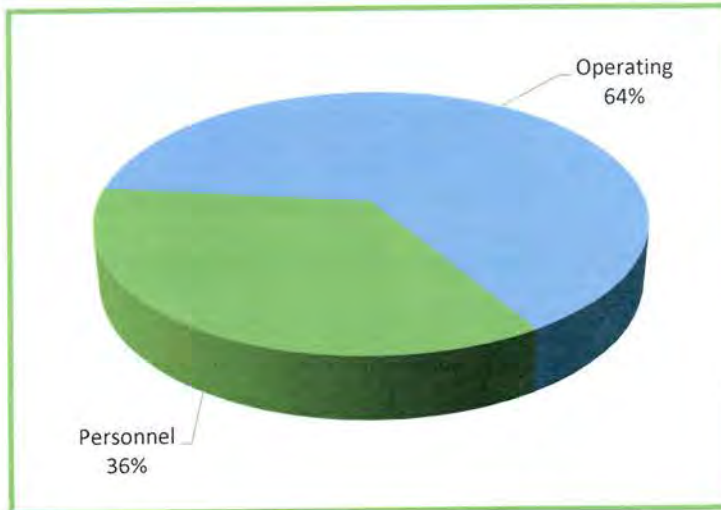
- * Complete full integration for criminal efilng.
- * Improve mandatory efilng policies and procedures within the office and with the vendor.
- * Continue to educate the legal community on efilng policies and procedures as changes occur.
- * Work with the legal community to educate filers on the importance of redaction of sensitive data not required by statute prior to submitting efiled documents.
- * Complete record retention plan for magistrate clerk records.
- * Retain a vendor to go through all images to redact sensitive data.

Performance Measures	FY15	FY16	FY17
Civil Law Cases Filed	1,680	1,807	1,699
Family Law Cases Filed	2,549	2,830	2,618
Tax Law Cases Filed	261	128	124
Child Support Garnishments Filed	524	521	455
Juvenile Cases	295	331	252
Passports	958	1,081	1,086
Jury Summons	78,863	62,388	57,695
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Administrative	1	1	1
Clerical	28	28	28

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 640,742.80	\$ 765,306.00	\$ 782,298.00
Operating	\$ 929,721.79	\$ 1,397,333.00	\$ 1,417,342.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,570,464.59	\$ 2,162,639.00	\$ 2,199,640.00



Department Head
Elections Administrator
Dorothy Kennedy

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

Major Accomplishments in 2017:

- * Successfully conducted Presidential election in November 2016.
- * Took delivery of new election equipment in December 2016 and successfully conducted a mock election.
- * Maintained a balanced budget.

Goals for 2018:

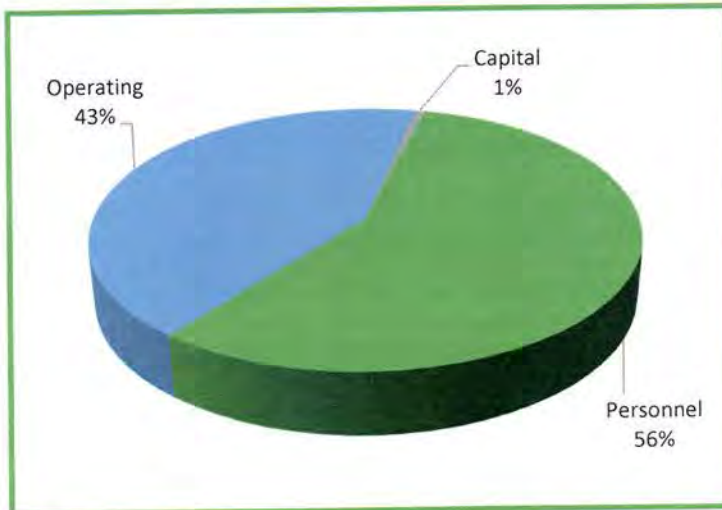
- * Conduct transparent and equitable elections for those entities that contract with Lubbock County.
- * Conduct successful November Constitutional Amendment Election, March Primary Elections, May City and School Elections, and any subsequent runoff elections.
- * Successfully implement new legislation that is passed during the current 2017 legislative session.
- * Continue outreach to introduce the citizens of Lubbock County to the new Verity election equipment.

Performance Measures	FY15	FY16	FY17
Total Mail Handled	69,311	105,517	40,006
Total Mail Ballot Requests	4,184	9,170	7,481
Election Workers Trained	187	175	490
Staff by Classification	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Appointed	1	1	1
Administrative	1	1	1
Professional	1	1	1
Trades and Technical	2	2	2
Clerical	4	4	4

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 3,519,473.51	\$ 3,969,851.00	\$ 4,077,656.00
Operating	\$ 2,213,143.34	\$ 3,320,352.00	\$ 3,076,869.00
Capital	\$ 74,939.60	\$ 82,500.00	\$ 46,000.00
Total Budget	\$ 5,807,556.45	\$ 7,372,703.00	\$ 7,200,525.00



Department Head

Director

Natalie Harvill



Major Accomplishments in 2017:

- * Completed renovations of the Sheriff's Office Law Enforcement Center, Lubbock County Residential Treatment Center (CRTC) Phase I Classroom Addition, Juvenile Justice Center Courtroom, Juvenile Probation Office addition, and 4th Floor renovation at 916 Main.
- * Completed install of a new Water Softener on the Hot Water at the Lubbock County Detention Center (LCDC).
- * Completed in-house remodel of 2 pods at the LCDC, of the 9th floor at 916 Main, and of multiple barracks at the Lubbock County Juvenile Justice Center for the JJAEP Program.

Goals for 2018:

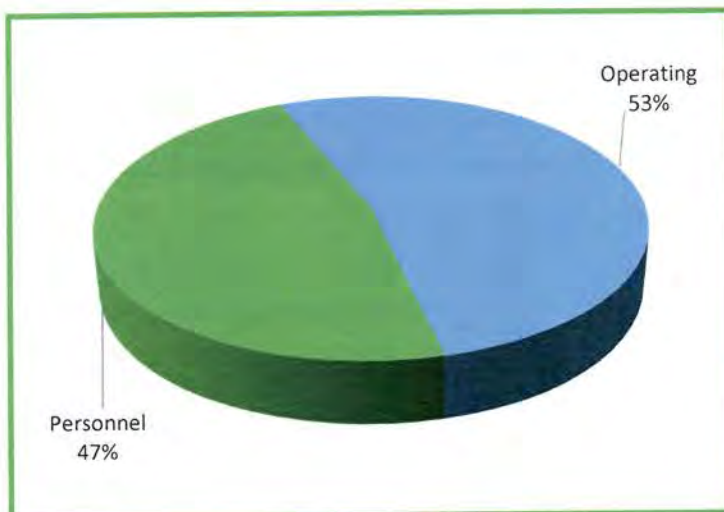
- * Full replacement of the intercom system at the Lubbock County Detention Center (LCDC).
- * Complete the upgrade of the Bosch Video Management System for the new court holding cells.
- * In-house remodel of one complete pod and the shower and toilet areas of three pods at the LCDC.
- * In-house remodel of the 10th floor at 916 Main.
- * Complete renovation of the 2nd floor at 916 Main and Phase II renovations at the Lubbock CRTC.

Performance Measures	FY15	FY16	FY17
Work Orders Completed	17,350	15,781	15,963
Oversaw Permanent Improvements	1,500,000	7,030,000	7,435,000
Staff by Classification	FY16	FY17	FY18
Administrative	2	2	2
Trades and Technical	58	63	63
Clerical	2	3	3
Part-Time	4 98	3	3

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 218,948.43	\$ 253,911.00	\$ 261,402.00
Operating	\$ 232,746.24	\$ 301,260.00	\$ 289,760.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 451,694.67	\$ 555,171.00	\$ 551,162.00



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 2017:

- * Implemented several guideline changes to better assist families and to include a population that was previously excluded.

Goals for 2018:

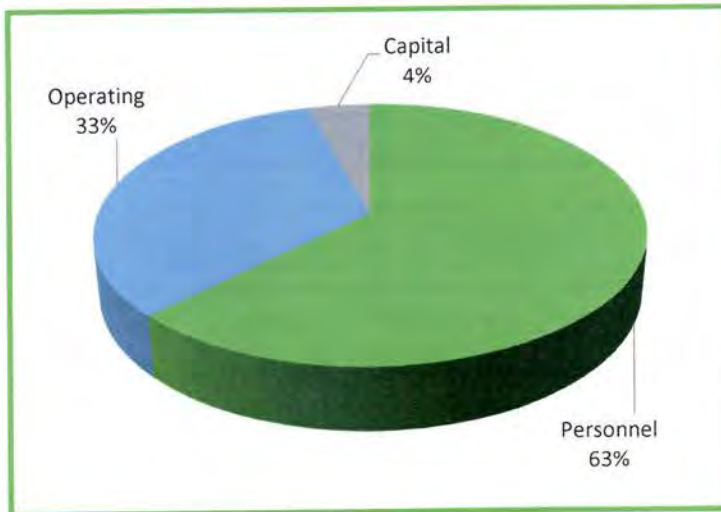
- * Continue providing a safe and secure environment for our staff and the public who visit our office.
- * Continue providing the public with precise and helpful information to other County departments.
- * Complete the year without any accident reports or injuries.

Performance Measures	FY15	FY16	FY17
Residents Assisted	1,086	1,404	1,652
Pauper Funerals	107	95	123
Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Professional	2	2	2
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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 457,811.09	\$ 464,682.00	\$ 477,972.00
Operating	\$ 196,850.92	\$ 229,990.00	\$ 251,300.00
Capital	\$ -	\$ -	\$ 32,000.00
Total Budget	\$ 654,662.01	\$ 694,672.00	\$ 761,272.00



Department Head

Director

Greg George



Major Accomplishments in 2017:

- * Re-designed on-boarding process, and improved employee communications.
- * Hired a new Benefits Consultant.
- * Created Wellness Room & Breast Milk Expression Room.
- * Renegotiated contracts with Aetna, Med-Impact, and Team-Choice for additional cost savings.

Goals for 2018:

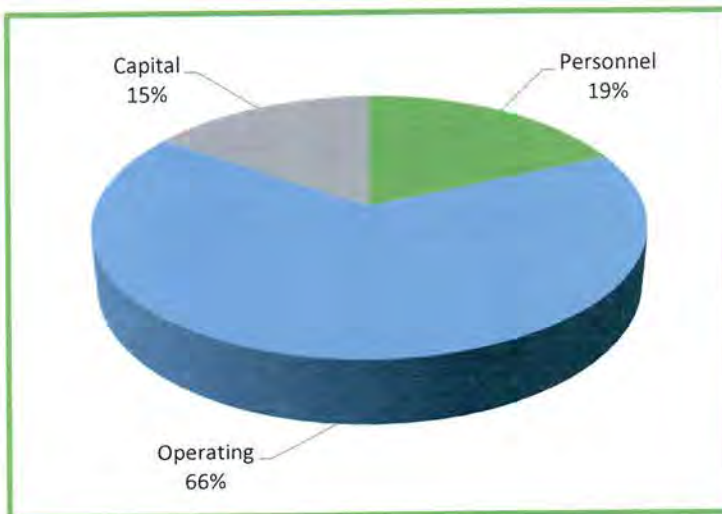
- * New online application system.
- * Design Worker's Compensation Network.
- * Enhance employment experience with training, wellness and engagement.
- * Obtain Texas Family-Friendly designation.
- * Expand Wellness Program.

Performance Measures	FY15	FY16	FY17
Applications Accepted	5,335	6,787	7,116
New Hires Processed	221	256	231
Separations Processed	242	221	240
Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Professional	2	2	2
Clerical	1	1	1
Trades and Technical	1	1	1

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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,087,216.38	\$ 1,121,422.00	\$ 1,153,392.00
Operating	\$ 3,295,587.16	\$ 3,725,830.00	\$ 4,105,018.00
Capital	\$ 1,020,500.20	\$ 1,016,216.00	\$ 950,042.00
Total Budget	\$ 5,403,303.74	\$ 5,863,468.00	\$ 6,208,452.00



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' around the perimeter.

Major Accomplishments in 2017:

- * Upgraded: VMWare environment from 5.5 to 6.0, email server to Exchange 2013, and county's internet.
- * Converted backups from magnetic tape to disk.
- * Completed phase 3 of phone replacement and removal of remaining outdated phone equipment.
- * Expanded logging/monitoring with Splunk application to better manage county network and TLETS.
- * Upgraded current firewalls to next generation firewall technology.
- * Phase 1 of core switching infrastructure upgrade (replaced multiple 6509's).
- * Updated the county's website to more modern look and feel.
- * Upgraded majority of servers to Windows 2012 environment.
- * Upgraded edge switches and Wireless Controllers to enhance wireless networks.
- * Migrated off of older Equallogic SAN storage to newer Compellent SAN storage.
- * Designed, implemented, and configured IT infrastructure and equipment in new LEC.
- * Upgraded all networking equipment in the LSO's M.O.V.

Goals for 2018:

- * Migrate workstations to Windows 10 environment.
- * Upgrade VMWare environment to 6.5.
- * Implement VMWare SRM (Site Recovery Manager).
- * Migrate email from on premise to Office 365 in the Cloud.
- * Implement Flash storage for use in Virtual Desktop Infrastructure (VDI).

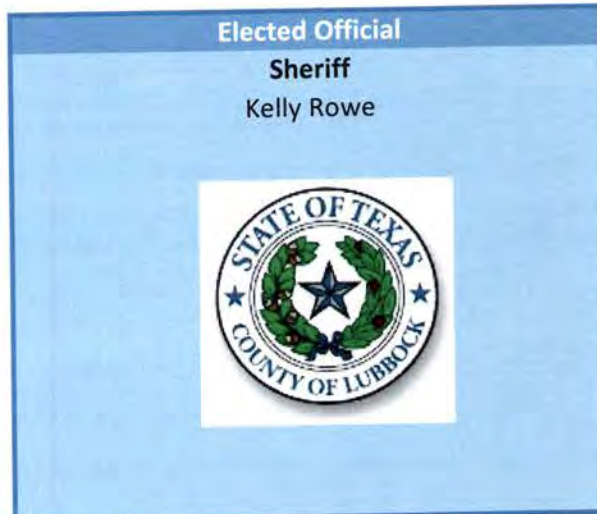
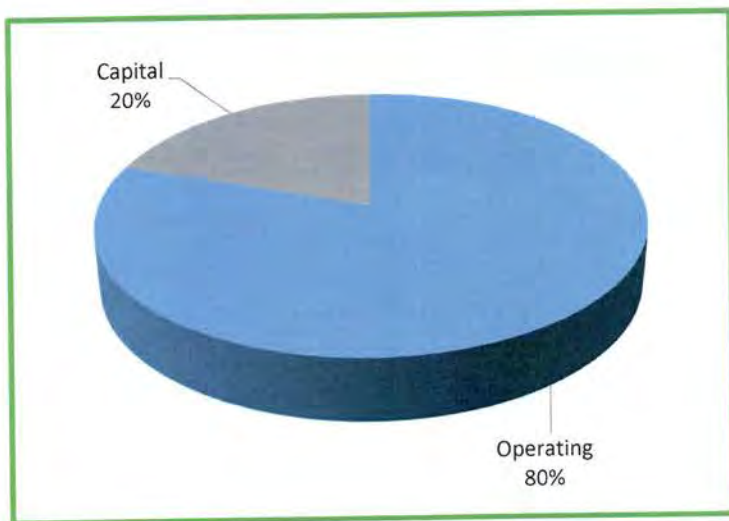
Goals for 2018 continued:

- * Establish dedicated wireless internet access for county employees.
- * Utilize cloud storage with Google for disaster recovery site County-wide.
- * Upgrade majority of servers to Windows 2016 environment.
- * Begin phase 2 of core switching infrastructure upgrade (replace multiple 6509s).
- * Separate SAN traffic from core network traffic via next generation core switches.
- * Upgrade video visitation system for LCDC and video arraignment.
- * Design, implement, and support joint Law Enforcement Task Force Center.
- * Configure edge network equipment and extend core network to support remote Tax Office location.
- * Implement MGig switches in Courthouse locations to improve wireless connectivity and throughput.
- * Continue to seek ways to better protect our network from outside threats both domestic and foreign.

Performance Measures	FY15	FY16	FY17
Work Orders Completed	6,678	7,289	7,505
Staff by Classification	FY16	FY17	FY18
Trades and Technical	13	13	13
Clerical	2	2	2

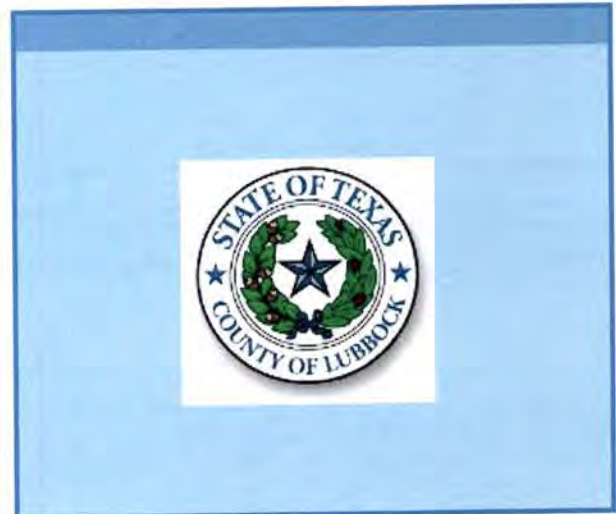
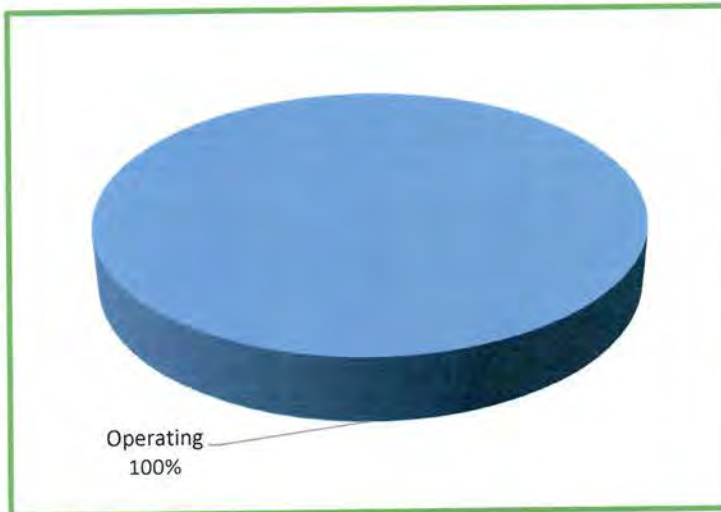
This department provides for transport of prisoners, transporting juveniles if designated and transporting mental patients to the state hospital, if required.

Adopted Budget for the Fiscal Year 2017-2018				
	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 47,812.52	\$ 120,000.00	\$ 122,800.00	
Capital	\$ 29,055.00	\$ 30,000.00	\$ 30,000.00	
Total Budget	\$ 76,867.52	\$ 150,000.00	\$ 152,800.00	



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 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 5,427,479.24	\$ 6,443,057.00	\$ 7,068,353.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 5,427,479.24	\$ 6,443,057.00	\$ 7,068,353.00	



Major Accomplishments in 2017:

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

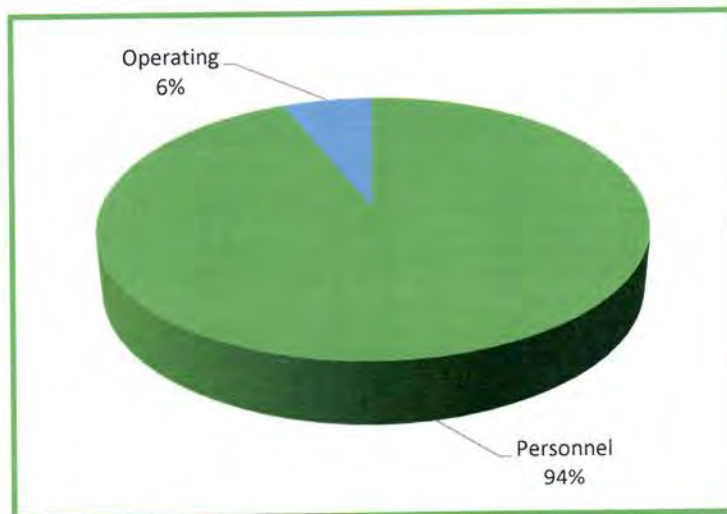
Goals for 2018:

- * 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 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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 312,363.29	\$ 387,933.00	\$ 378,841.00
Operating	\$ 20,373.37	\$ 24,625.00	\$ 24,825.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 332,736.66	\$ 412,558.00	\$ 403,666.00



Department Head

Director

Lorrie Jarnagin



Major Accomplishments in 2017:

- * Successfully performed a department wide update of systems to become fully compliant with the new rules governed by the State Office of Court Administration.
- * Awarded the "Most Innovative Program of the Year" for 2017 by the Governmental Collector's Association of Texas (GCAT).
- * The department was honored with its 2nd "Collector of the Year" award from the GCAT.

Goals for 2018:

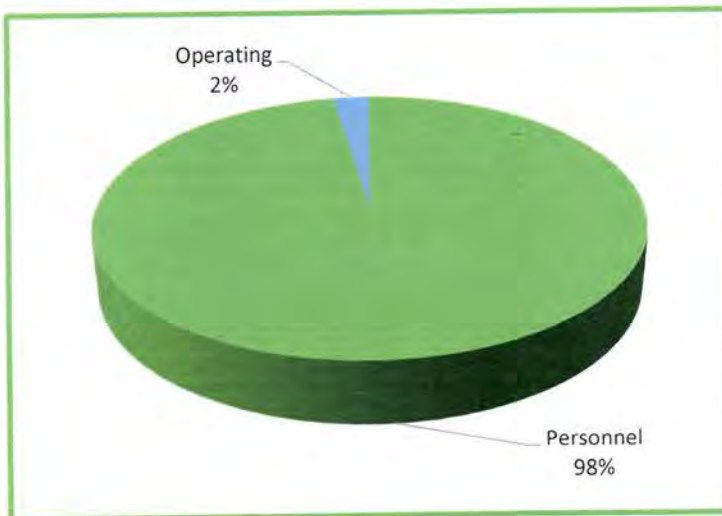
- * Continue review of policies and procedures ensuring compliance with new rules and legislation.
- * Implement text messaging and email line of contact with obligors.
- * Research new avenues to locate obligors to obtain optimal compliance.

Performance Measures	FY15	FY16	FY17
Total Number of Cases	7,225	6,121	5,633
Total Dollars Collected	1,582,368	1,487,936	1,260,391
Staff by Classification	FY16	FY17	FY18
Administrative	2	2	1
Clerical	4	4	5
Part Time	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 310,852.37	\$ 311,117.00	\$ 320,038.00
Operating	\$ 2,405.33	\$ 7,950.00	\$ 7,950.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 313,257.70	\$ 319,067.00	\$ 327,988.00



Elected Official

Justice of the Peace Precinct 1

Jim Hansen



Major Accomplishments in 2017:

- * Revamped, revised, and implemented system to comply with new Truancy Law.
- * Revamped (with CDA Civil) and fine tuned process for Occupational Drivers License.
- * Improved Civil docketing system to ensure no cases "sit" in the system, making for a streamlined civil process system.

Goals for 2018:

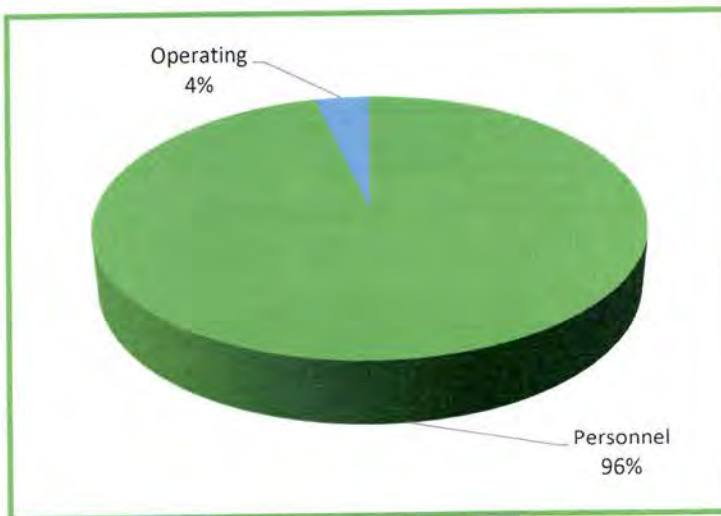
- * Work with JP's statewide to effect legislation to abolish the state surcharge system.
- * Implement new legislation including \$20,000 civil jurisdiction.
- * Continue to enhance and improve computer protocols for proper reporting of cases under the new truancy system.
- * Prepare for anticipated broad sweeping legislative changes in September - including abolishment on some statutes and increased fines.

Performance Measures	FY15	FY16	FY17
Civil Cases Filed	1,257	1,262	1,868
Criminal Cases Filed	3,037	2,277	2,909
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Clerical	4	4	4

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 221,266.71	\$ 270,336.00	\$ 278,167.00
Operating	\$ 3,141.60	\$ 11,015.00	\$ 10,665.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 224,408.31	\$ 281,351.00	\$ 288,832.00



Elected Official
Justice of the Peace Precinct 2
Jim Dulin

Major Accomplishments in 2017:

- * Judge Dulin was elected for another term on Board of Directors for WTJPCA for 2018.
- * Precinct 2 clerk received a nomination for Clerk of the Year by the WTJPCA.
- * Judge and staff participated in required educational classes, legislative update classes and associational training classes.

Goals for 2018:

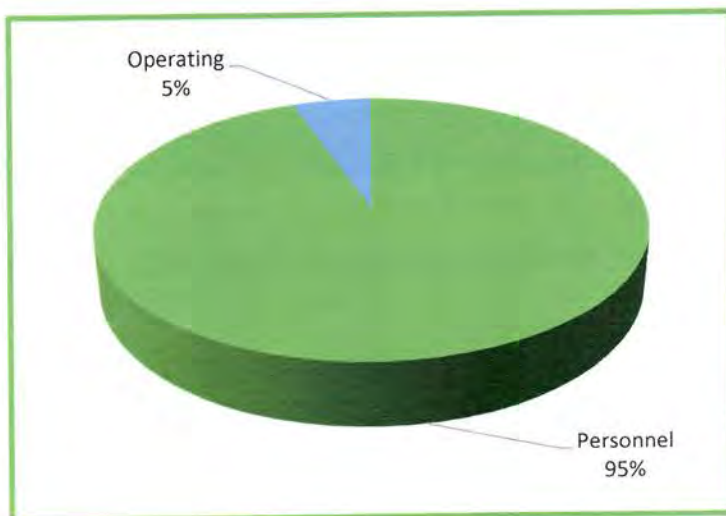
- * Constantly improve and maintain the fairness and integrity of justice provided by the Court.
- * Court clerks will continue to meet the needs of citizens with professional, courteous, and quality service.
- * Clerks will be cross trained improving the court's ability to serve citizens even in the absence of one clerk.
- * Be knowledgeable of new legislation being brought forth as it pertains to Justice Courts, and attend legislative update seminars.
- * Planning for Lubbock to host the 2019 State Justice of the Peace & Constables Association Conference.

Performance Measures	FY15	FY16	FY17
Civil Cases Filed	1,142	1,154	1,242
Criminal Cases Filed	2,136	2,224	2,599
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Clerical	4	3	3
Part-Time	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 248,664.75	\$ 281,322.00	\$ 289,158.00
Operating	\$ 8,989.27	\$ 17,232.00	\$ 16,232.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 257,654.02	\$ 298,554.00	\$ 305,390.00



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

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

Major Accomplishments in 2017:

- * Fair and impartial administration of justice met for 2016-2017.
- * Collected, receipted, and reported fines and fees to Auditor and appropriate state agency.

Goals for 2018:

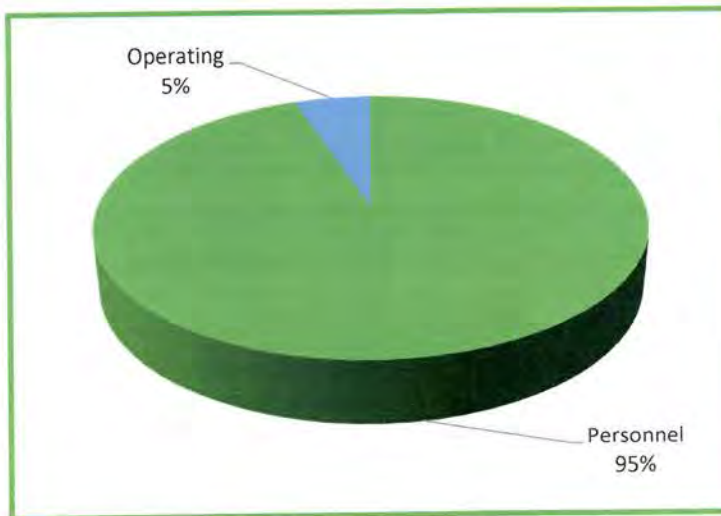
- * Fair and impartial administration of justice.
- * Implementation of new mandated Truancy Conduct procedures.
- * Continue to collect, receipt and report fines and fees.
- * Continue to provide a safe environment for staff and public.

Performance Measures	FY15	FY16	FY17
Civil Cases Filed	1,717	1,256	1,493
Criminal Cases Filed	1,813	1,777	1,062
Staff by Classification	FY16	FY17	FY18
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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 278,244.13	\$ 316,600.00	\$ 325,238.00
Operating	\$ 12,199.22	\$ 16,955.00	\$ 17,655.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 290,443.35	\$ 333,555.00	\$ 342,893.00



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

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 2017:

- * Following our highest year of civil filings in FY 2016, we are in line to follow that same amount of fillings while continuing to dispose of them at the same rate.
- * Moved toward paper-on-demand, thus reducing paper waste, filing time, and disposing of paper files.
- * Several improvements and advancements have been made to make our court more accessible to the public and self-represented litigants. These include: fillable forms, partial payments, and electronic filing and payments.

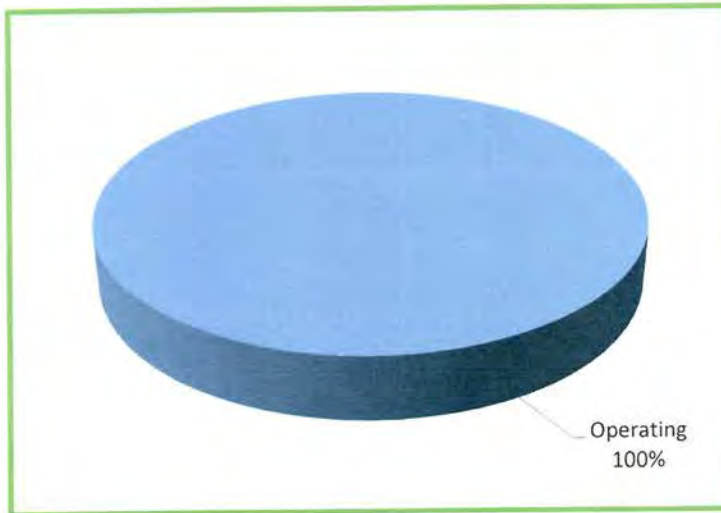
Goals for 2018:

- * Continue to broaden our paper-on-demand efforts.
- * Continue to explore more technology options including electronic filing of misdemeanor tickets.
- * Create a way to automatically generate forms such as scheduling orders and notices of hearings.

Performance Measures	FY15	FY16	FY17
Civil Cases Filed	910	1,120	1,112
Criminal Cases Filed	3,683	3,998	3,972
Civil Cases Disposed	876	1,001	988
Criminal Cases Disposed	3,337	2,750	3,063
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Clerical	4	4	4

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

Adopted Budget for the Fiscal Year 2017-2018			
	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 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	FY15	FY16	FY17
Number of Libraries Supported	6	6	6

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 2017-2018

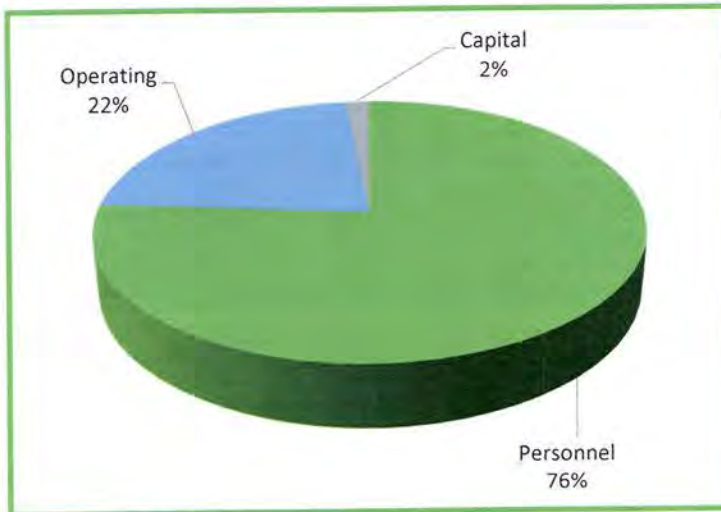
	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 6,279.05	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 6,279.05	\$ -	\$ -



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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,836,036.03	\$ 2,026,920.00	\$ 2,072,101.00
Operating	\$ 451,049.81	\$ 536,026.00	\$ 605,200.00
Capital	\$ 17,175.20	\$ 26,358.00	\$ 42,875.00
Total Budget	\$ 2,304,261.04	\$ 2,589,304.00	\$ 2,720,176.00



Appointed Official
Medical Examiner
Dr. Sridhar Natarajan



Major Accomplishments in 2017:

- * Participated in Lubbock County and the City of Lubbock Emergency Management Drills. Exercised and re-fined the Medical Examiner's response to mass fatality within Lubbock County and the surrounding West area.
- * Three of expected 3 investigators have completed training and passed certification examinations for the Board of Medicolegal Death Investigators Credentialing.
- * Secured a long term lease (6 years) with Texas Tech Health Science Center for current location.

Goals for 2018:

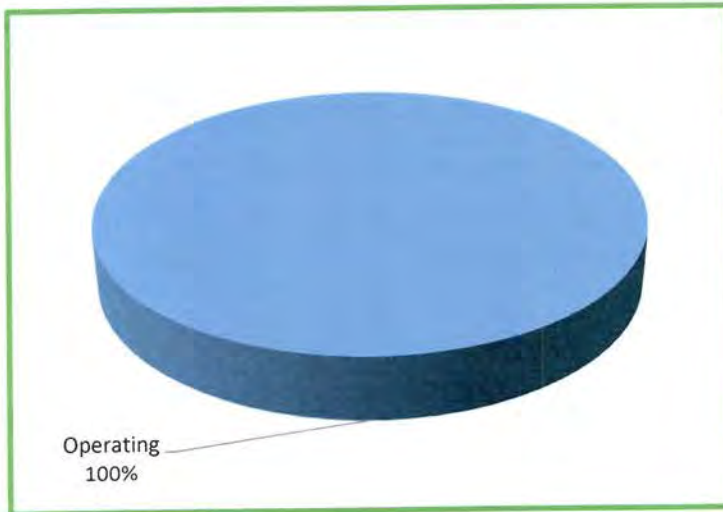
- * Anticipate continued training and examinations process for American Board of Medicolegal Death Investigators (ABMDI) for newest investigators in training for the ABMDI Credentialing.
- * Continue to participate in Lubbock County Emergency Management drills.
- * Continue the process for National Association of Medical Examiner's inspection and accreditation.

Performance Measures	FY15	FY16	FY17
Cases	609	601	614
Investigation	2,680	2,635	2,782
Life Gift Cases	0	1	0
Autopsy Report Requests	313	368	764
Allied Health Student Education	266	264	246
Cremation	1,119	1,156	1,288

Staff by Classification	FY16	FY17	FY18
Appointed	2	4	4
Administrative	1	1	1
Professional	1	1	1
Trades & Technical	5	8	8
Public Safety	1	1	1
Clerical	3	3	3

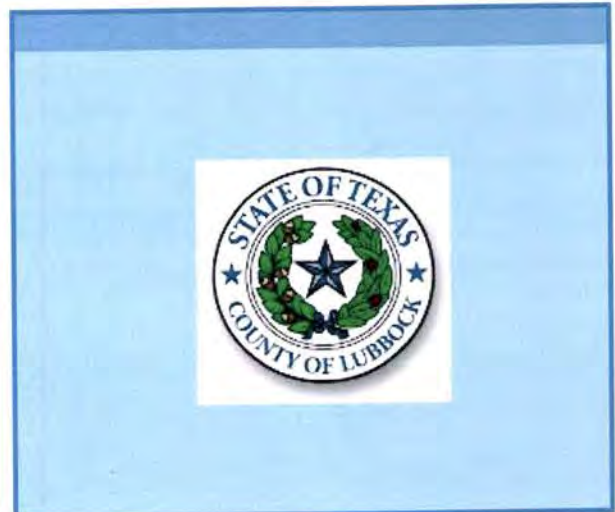
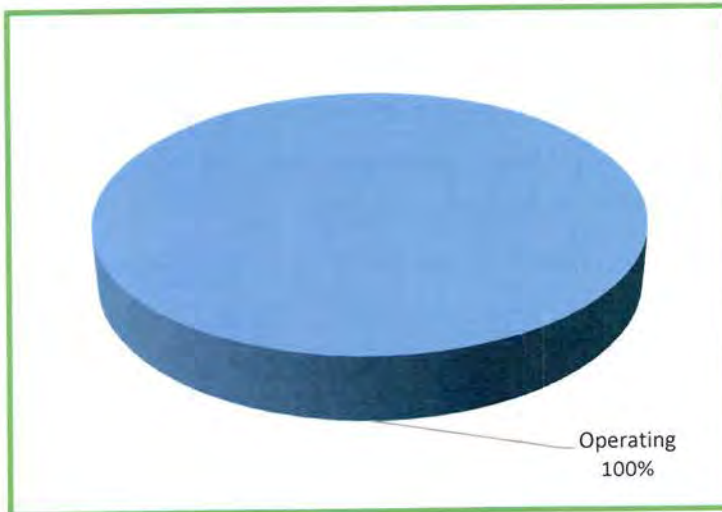
The Non-Departmental is used to handle overall general administrative expenses not attributable to any one department. To list a few expenses: utilities, county-wide association dues, independent audit, and an inter-local agreement with the Appraisal District.

Adopted Budget for the Fiscal Year 2017-2018					
	FY 16 Actual		FY 17 Estimates		FY 18 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	2,232,979.23	\$	4,548,730.00	\$ 4,697,110.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	2,232,979.23	\$	4,548,730.00	\$ 4,697,110.00



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 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 850,211.68	\$ 1,082,722.00	\$ 1,094,828.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 850,211.68	\$ 1,082,722.00	\$ 1,094,828.00	

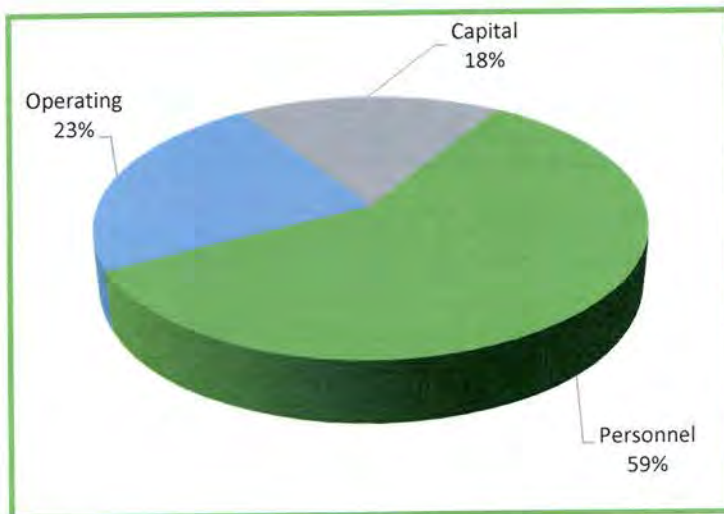


Performance Measures	FY15	FY16	FY17
Fire Departments Supported	10	11	11
Other Agencies Supported	3	3	3

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ -	\$ 114,464.00	\$ 114,719.00
Operating	\$ 42,625.61	\$ 38,600.00	\$ 45,600.00
Capital	\$ -	\$ 35,000.00	\$ 35,000.00
Total Budget	\$ 42,625.61	\$ 188,064.00	\$ 195,319.00



Major Accomplishments in 2017:

- * Commissioners' Court has entered discussions on the hiring of an engineer.
- * Progress meeting minutes have been reviewed for completion of actions talked about during the meeting.

Goals for 2018:

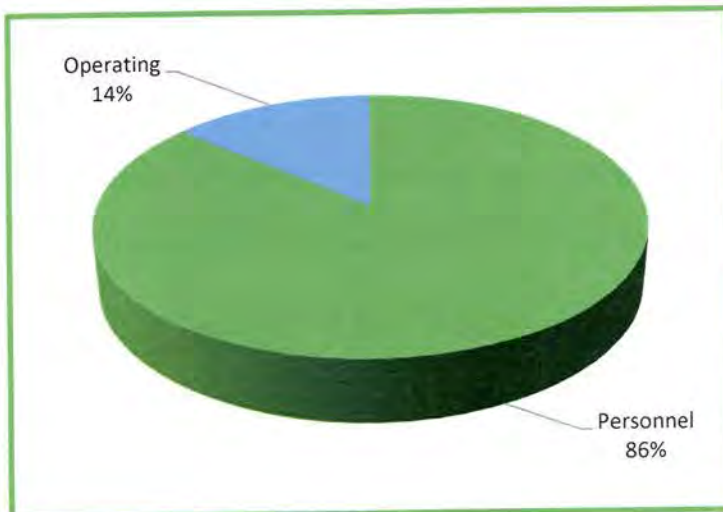
- * Hire an engineer.
- * Formalize the process of progress meeting minutes and record/store minutes.

Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Professional	1	0	0

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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 329,547.21	\$ 350,985.00	\$ 361,145.00
Operating	\$ 32,240.42	\$ 41,075.00	\$ 57,615.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 361,787.63	\$ 392,060.00	\$ 418,760.00



Department Head
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 2017:

- * Interim Director of Purchasing earned the Certified Texas Purchasing Procurement Manager certification.
- * Proceeds from a single auction increased in FY17 to a current revenue of \$177,941.96.
- * Worked to have more purchasing made through cooperative purchasing to meet statutory requirements.

Goals for 2018:

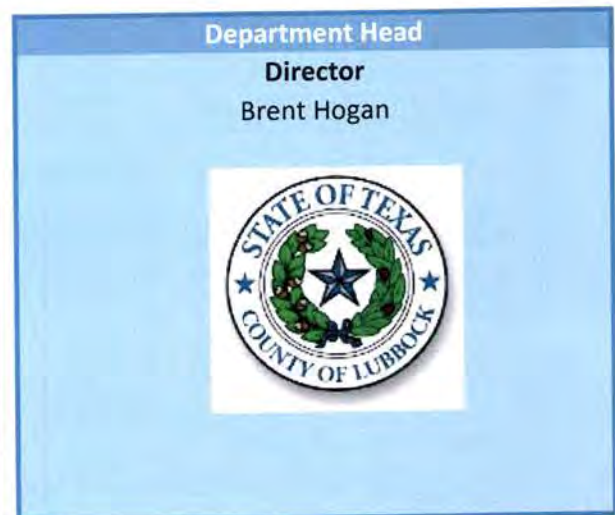
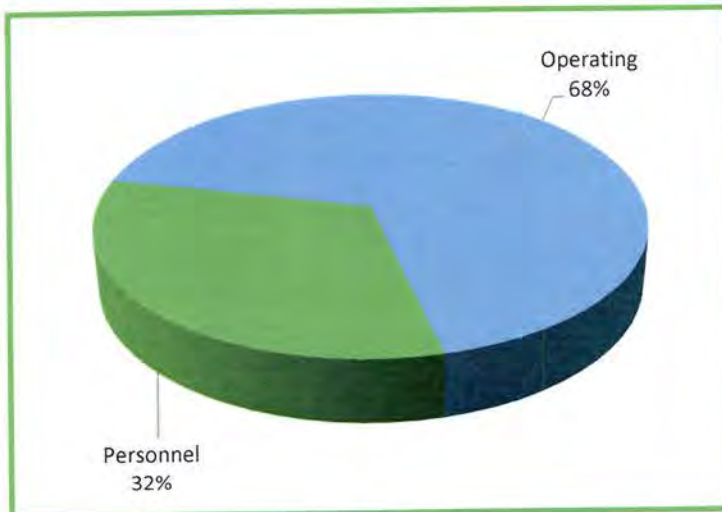
- * Have the Purchasing Clerk attend the Basic Public Purchasing training.
- * Educate departments to help them better understand the role and needs of the purchasing department.
- * Continue to have Mande Reeves attend trainings and continuing education classes.
- * Become involved in the forming of a local purchasing group.

Performance Measures	FY15	FY16	FY17
Purchase Orders	2,270	2,125	2,148
Formal RFPs/Bids	12	19	30
Informal Bids/Quotes	163	65	69
New Contracts	48	75	111
Contract Renewals	137	156	146
Contract Modifications	2	6	5

Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Professional	1	2	2
Clerical	3	2	2

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY 16 Actual	FY 17 Estimates	FY 18 Budget
Personnel	\$ 81,971.56	\$ 118,896.00	\$ 99,603.00
Operating	\$ 162,096.43	\$ 207,040.00	\$ 209,815.00
Capital	\$ -	\$ 35,000.00	\$ -
Total Budget	\$ 244,067.99	\$ 360,936.00	\$ 309,418.00



Major Accomplishments in 2017:

- * Achieved Flood Plain Manager certification.
- * Developed a strong working knowledge of On-Site-Sewage Systems (OSSF's) to ensure compliance with Texas Administrative Code and Regulations.
- * Performed safety inspections and assisted departments with report writing to aid in their safety program.
- * Modified the administrative and inspection process to expedite permitting process and account payables.
- * Attained the clean up of two mobile home parks which had a history of complaints regarding environmental concerns and failing OSSF's.

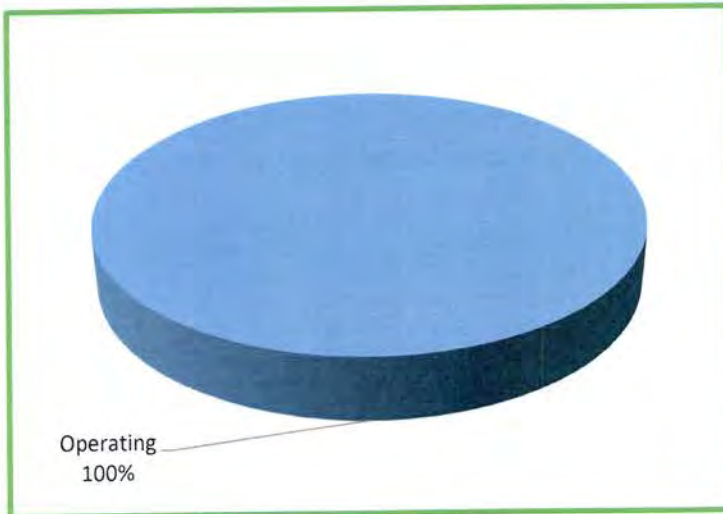
Goals for 2018:

- * Initiate Hazard Analysis with departments to communicate possible hazard exposure and prevent injuries.
- * Update the technology and procedure for collection of records to be more user friendly and efficient.
- * Work with KiCorp to update and modify the current Septic Track software to be more user friendly with better search capabilities as well as the ability to attach jpeg and pdf files.

Performance Measures	FY15	FY16	FY17
Number of Properties Inspected	370	332	367
Number of New Properties Inspected	190	134	185
Number of Complaints Processed	N/A	N/A	22
Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1

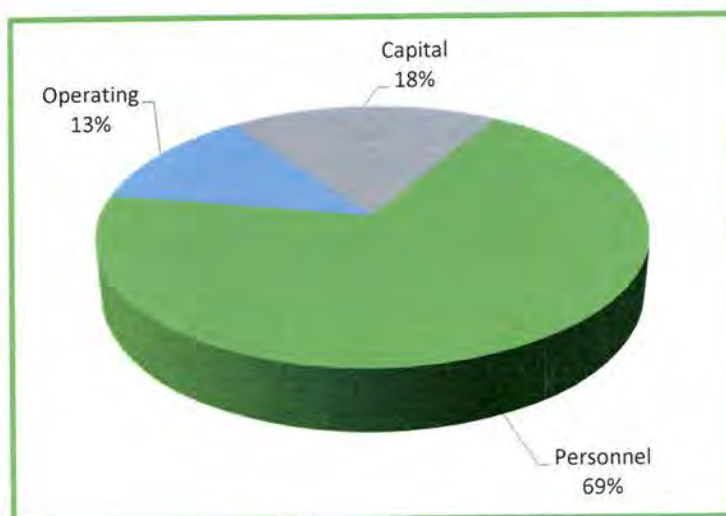
Self Insurance Claims serves as a mechanism to budget for large deductibles for umbrella insurance coverage due to a catastrophic event

Adopted Budget for the Fiscal Year 2017-2018					
	FY 16 Actual		FY 17 Estimates		FY 18 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	230,000.00	\$ 230,000.00
Capital	\$	-	\$	-	\$ -
Total Budget	\$	-	\$	230,000.00	\$ 230,000.00



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

Adopted Budget for the Fiscal Year 2017-2018			
	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 9,936,268.38	\$ 10,316,674.00	\$ 10,586,540.00
Operating	\$ 1,342,260.15	\$ 1,883,806.00	\$ 1,900,972.00
Capital	\$ 950,124.40	\$ 625,000.00	\$ 2,797,700.00
Total Budget	\$ 12,228,652.93	\$ 12,825,480.00	\$ 15,285,212.00



Major Accomplishments in 2017:

- * Completed and moved into the new Lubbock County Sheriff's Office Law Enforcement Center.
- * Continued to modernize agency equipment and training.
- * Developed and implemented a competition firearms team consisting of members from L.E. and Detention.
- * Began initial phases of implementing a joint narcotics task force with regional partners around West Texas and with Federal Agencies.
- * Obtained grant funding for the TAG (Texas Anti-Gang Initiative) Center and the Caprock H.I.D.T.A. (High Intensity Drug Trafficking Area).

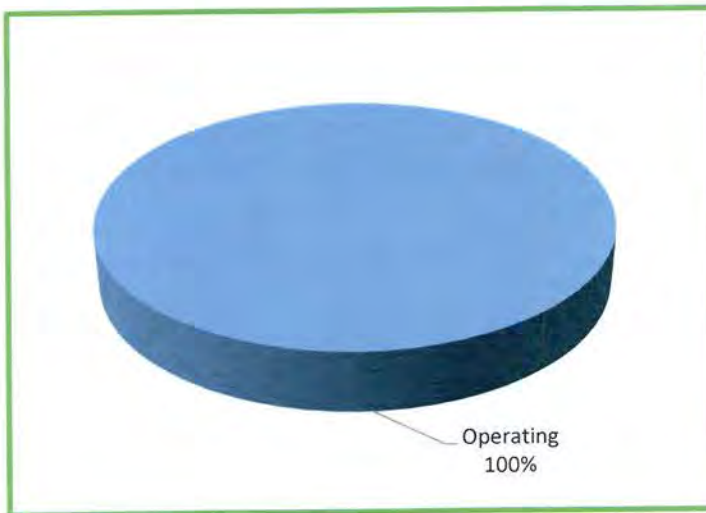
Goals for 2018:

- * Continue our phased implementation of the step pay system.
- * Pursue liability training for L.E. deputies.
- * Expand collaborative and operational aspects of the joint narcotics task force with regional partners around West Texas and the Federal Agencies.
- * Educate our regional law enforcement partners on the capabilities of the TAG Center and the assistance available to them through this.
- * Seek implementation of new legislative mandates issued by state government.

Performance Measures	FY15	FY16	FY17
Active Warrants	18,737	19,401	17,936
Calls for Service - Patrol	11,336	10,924	11,612
Calls Received by Communications	150,783	155,699	127,655
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Administrative	2	2	2
Trades & Technical	1	1	1
Public Safety	113	119	119
Clerical	25	25	25
Part-Time	5	0	0

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY 16 Actual	FY 17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 12,265.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 12,265.00	



Department Head
Director
Doug Clements

Major Accomplishments in 2017:

- * Projected to accomplish all ABTPA goals, strategies and activities for FY17.
- * Began process of upgrading mobile radios and walkies to be compliant with the new radio system.
- * Purchased new ballistic vest.

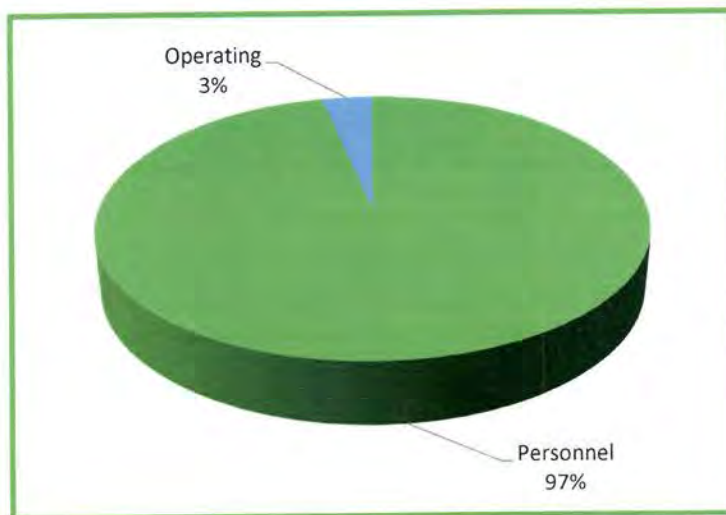
Goals for 2018:

- * Purchase rifles and tactical sights.
- * Bring the Task Force personnel's salary more in line with that of the Criminal District Attorney's investigators.
- * Obtain a new inspection station.

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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 1,555,952.91	\$ 1,686,722.00	\$ 1,866,400.00
Operating	\$ 68,639.18	\$ 102,118.00	\$ 65,885.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,624,592.09	\$ 1,788,840.00	\$ 1,932,285.00



Elected Official

Tax Assessor

Ronnie Keister



Major Accomplishments in 2017:

- * Bookkeeping section activities were documented, and the Continuity of Operations Plan was updated.
- * A Records Management Policy was created and trained on.
- * The TA-C web page was updated with links to TxDMV included.
- * The Credit Card RFP was issued, contract awarded, and implemented.
- * A one-day delay in the Slaton deposit was eliminated.

Goals for 2018:

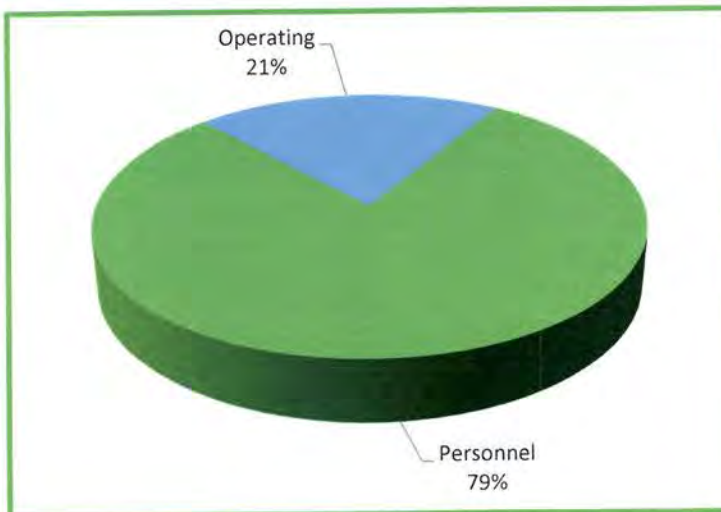
- * Alleviate customer wait times through the implementation of a queuing system and through the re-establishment of a fourth branch location in south Lubbock County.
- * Increase training for Deputy Clerks.
- * Continue training certification efforts for key staff through TxDMV.
- * Add an on-line calculator to the TA-C web page.

Performance Measures	FY15	FY16	FY17
Registrations	244,063	200,500	224,140
Title Transactions	72,191	60,492	75,869
Beer and Liquor Fees	195	254	184
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Administrative	2	2	2
Clerical	29	29	32
Part-Time	0	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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 216,294.64	\$ 270,217.00	\$ 278,103.00
Operating	\$ 57,626.06	\$ 78,597.00	\$ 72,788.00
Capital	\$ 33,359.00	\$ 35,000.00	\$ -
Total Budget	\$ 307,279.70	\$ 383,814.00	\$ 350,891.00



Department Head
Director
Ronda Alexander

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

Major Accomplishments in 2017:

- * In-depth educational programs with measurable results were implemented to address critical issues identified in 2015 such as: Youth life skills and Worksite wellness. Year-end results posted at: <http://lubbock.agrilife.org>.
- * Eight Lubbock Co 4-H senior members received Texas 4-H scholarships totaling \$88,500.
- * Lubbock County 4-H livestock exhibitors won a total of \$209,319 in prize money.
- * Food handlers classes were conducted for 287 employees as a result of a new state law requiring certification.
- * Successfully implemented a pilot program focusing on intensive crop production.

Goals for 2018:

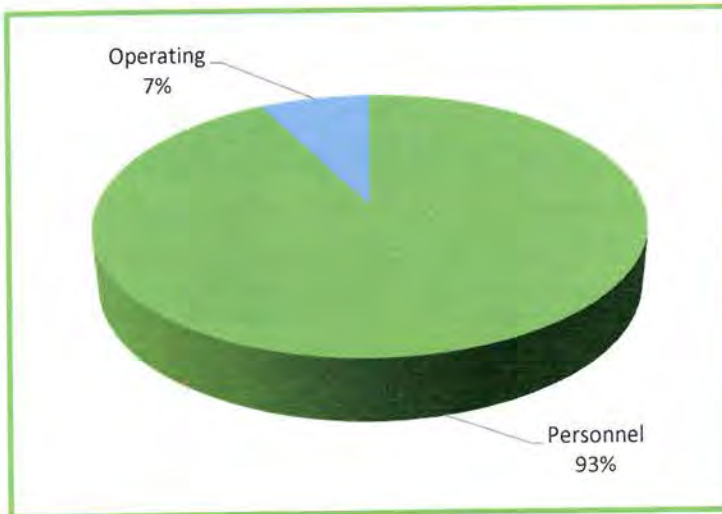
- * Continue to provide quality and relevant educational programs to the citizens of Lubbock County.
- * Fill the new position on our staff: the County Extension Agent - Youth Development.
- * The Lubbock County 4-H Youth Development program will be managed for continued sustainable growth.

Performance Measures	FY15	FY16	FY17
Educational Contacts by Newsletters	5,819	7,217	8,596
Total Attendance at Group Meetings	29,186	32,023	88,135
Contact Hours	79,384	105,701	132,178
Total 4-H Enrollment-Lubbock County	4,266	3,150	4,350
Number of Traditional 4-H Members	351	345	399
Staff by Classification	FY16	FY17	FY18
Appointed	5	6	6
Clerical	2	2	2
Part-Time	1	1	1

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

Adopted Budget for the Fiscal Year 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 220,436.19	\$ 300,358.00	\$ 327,500.00
Operating	\$ 14,096.83	\$ 27,715.00	\$ 26,533.00
Capital	\$ -	\$ 5,000.00	\$ -
Total Budget	\$ 234,533.02	\$ 333,073.00	\$ 354,033.00



Elected Official

Treasurer

Chris Winn



Major Accomplishments in 2017:

- * Our personnel now correctly reflects the level of professionalism required to properly execute the duties and responsibilities of a Treasurer's Office.
- * Improved many daily procedures including, but not limited to: daily deposit, care and maintenance of all funds entering our office with an electronic date stamp, and record keeping of the bonds processed.
- * Worked to clean up records to ensure proper maintenance and clarifying past records as well as working with KiCorp in improving our office's utility of their programs.

Goals for 2018:

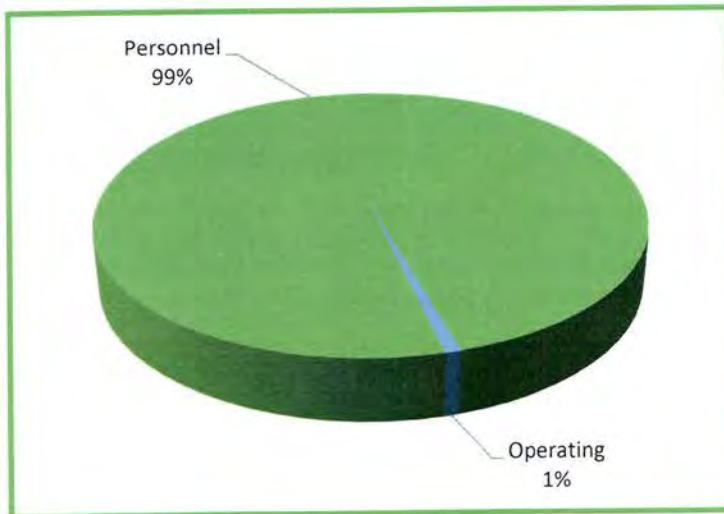
- * Maintain permanent staff to continue to gain experience and knowledge of the correct policies that should be adhered to in the Treasurer's Office.
- * Continue to address problems identified by the Auditor's Office in the Quarterly Reports from this administration as well as previous administrations.
- * Continue to improve daily procedures to increase our efficiency and effectiveness in handling County funds.

Performance Measures	FY15	FY16	FY17
Cash Receipts Processed	5,283	5,871	4,838
Jury Checks Issued	3,618	3,743	3,722
Staff by Classification	FY16	FY17	FY18
Elected Official	1	1	1
Administrative	N/A	1	1
Clerical	3	2	2
Part-Time	3 126	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 2017-2018

	<u>FY 16 Actual</u>	<u>FY 17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 62,259.14	\$ 58,971.00	\$ 60,642.00
Operating	\$ 220.00	\$ 500.00	\$ 500.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 62,479.14	\$ 59,471.00	\$ 61,142.00



Department Head
Director
Nick Sisk

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

Staff by Classification	FY16	FY17	FY18
Clerical	1	1	1

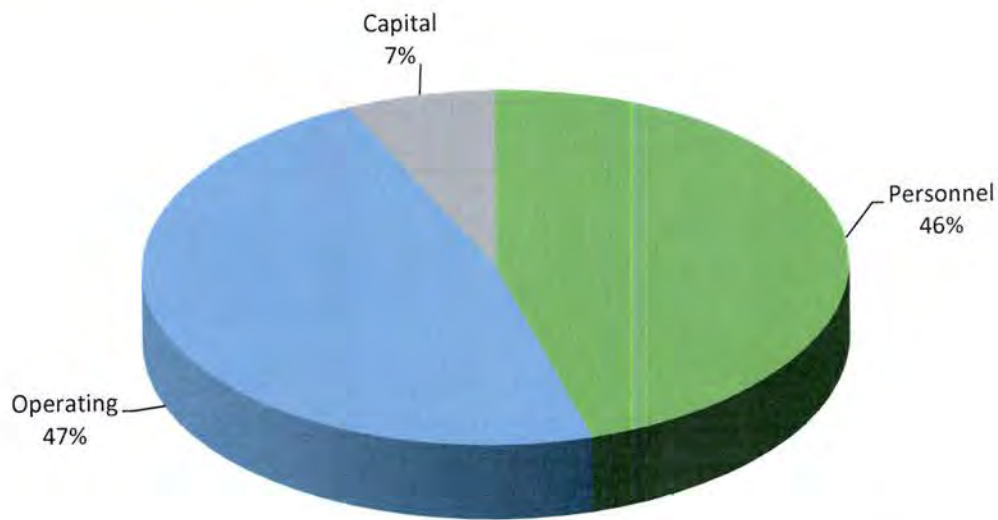
Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



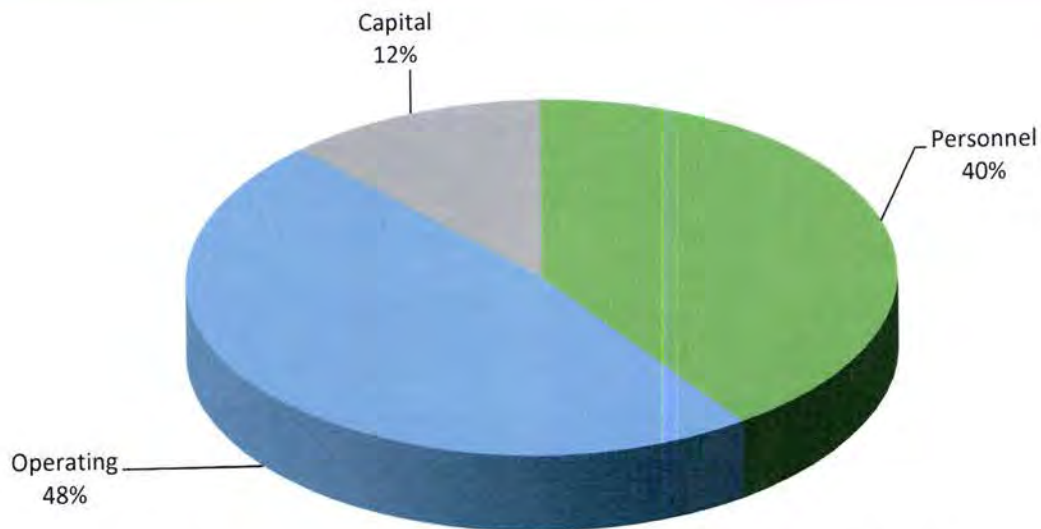
Special Revenue Funds
Revenue & Expenditure
Summaries

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

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



Total Budget All Funds

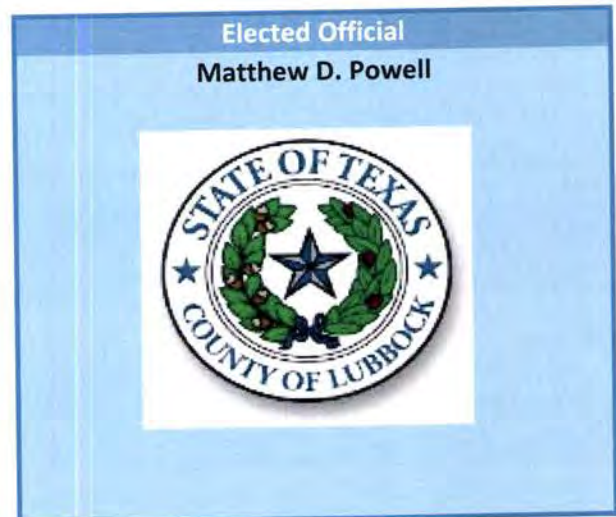
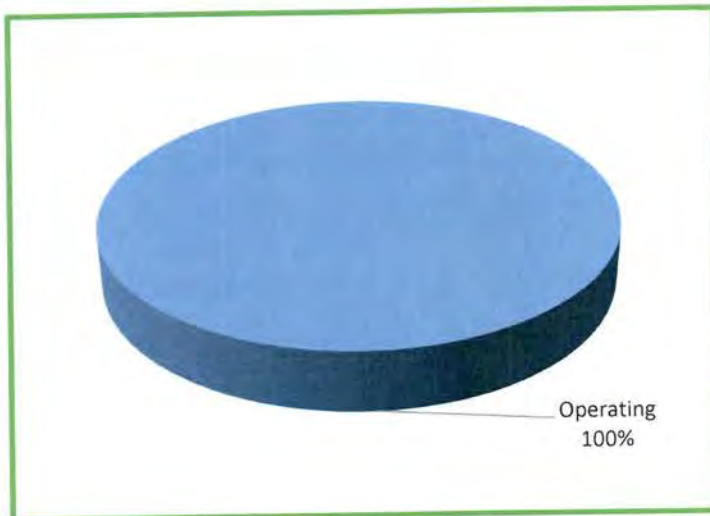


All Special Revenue Funds excluding Consolidated Road and Bridge Fund

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	104,500	85,000	76,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	421	400	244
Other Revenue	19,045	21,000	25,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 123,966	\$ 106,400	\$ 101,244
EXPENDITURES			
Personnel	36,432	-	-
Operating	100,435	106,400	101,244
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (12,901)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	47,563	34,662	34,662
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 34,662	\$ 34,662	\$ 34,662

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

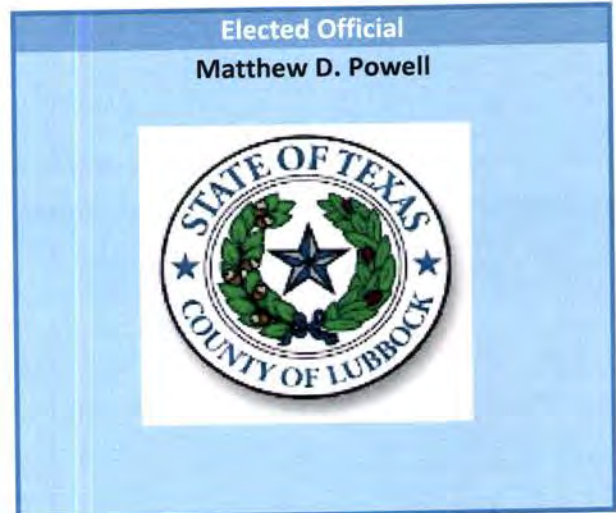
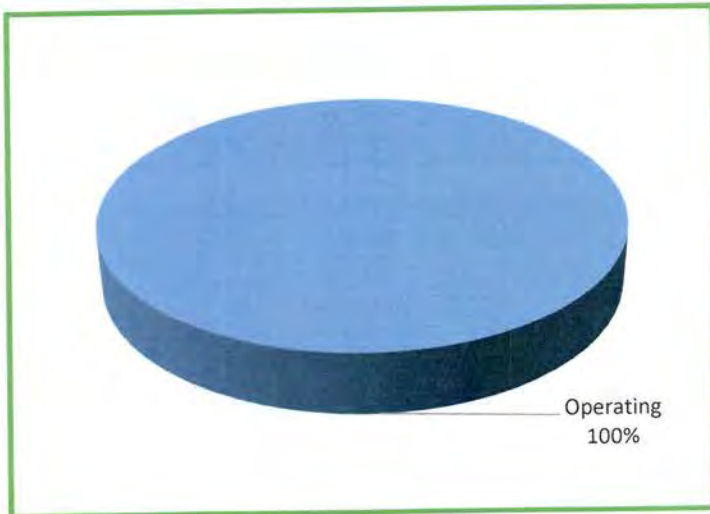
Adopted Budget for the Fiscal Year 2017-2018				
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>	
Personnel	\$ 36,431.70	\$ -	\$ -	
Operating	\$ 100,435.07	\$ 106,400.00	\$ 101,244.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 136,866.77	\$ 106,400.00	\$ 101,244.00	



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	172	160	380
Other Revenue	163,400	150,000	149,620
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 163,571	\$ 150,160	\$ 150,000
EXPENDITURES			
Personnel	-	-	-
Operating	178,495	150,160	150,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (14,924)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	15,393	469	469
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 469	\$ 469	\$ 469

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

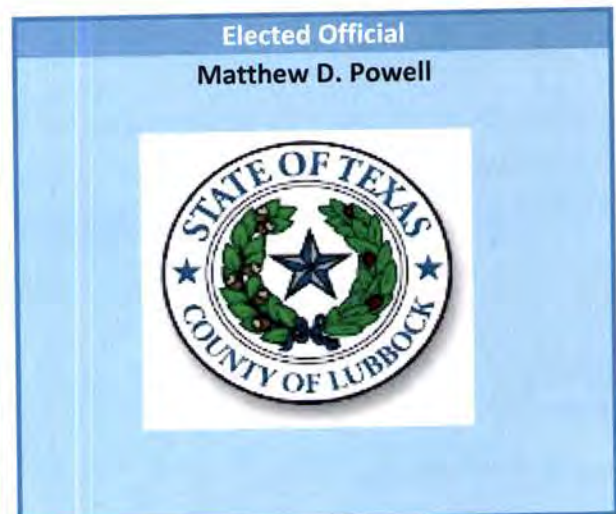
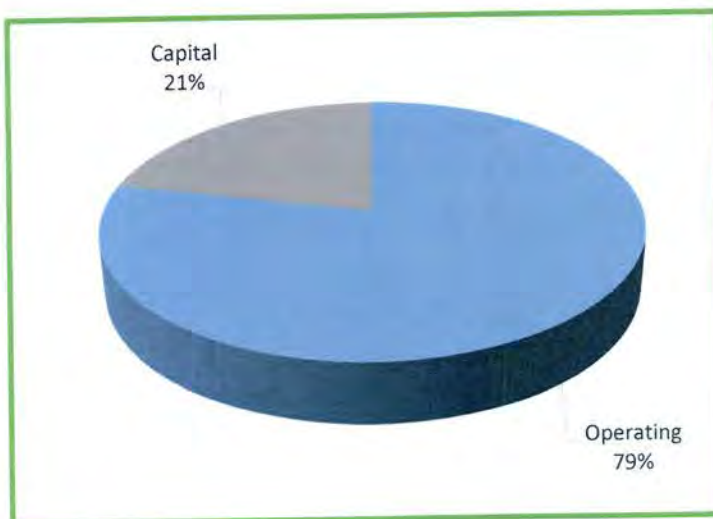
Adopted Budget for the Fiscal Year 2017-2018				
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 178,494.92	\$ 150,160.00	\$ 150,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 178,494.92	\$ 150,160.00	\$ 150,000.00	



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	77,455	155,164	57,464
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,211	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 79,667	\$ 155,164	\$ 57,464
EXPENDITURES			
Personnel	-	-	-
Operating	2,240	36,549	45,207
Capital	77,426	118,615	12,257
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 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 2,240.35	\$	36,549.00	\$ 45,207.00
Capital	\$ 77,426.38	\$	118,615.00	\$ 12,257.00
Total Budget	\$ 79,666.73	\$	155,164.00	\$ 57,464.00

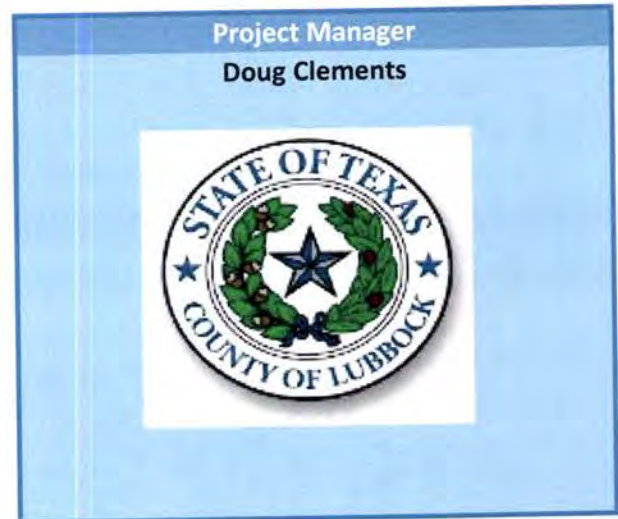
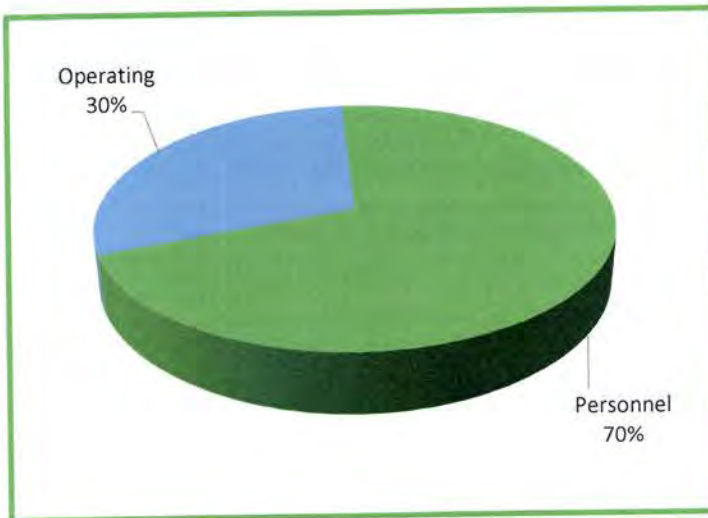


Elected Official
Matthew D. Powell

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	406,935	404,523	404,523
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	174,433	130,304	139,602
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	132,251	135,505	138,020
TOTAL REVENUE	\$ 713,619	\$ 670,332	\$ 682,145
EXPENDITURES			
Personnel	453,234	467,936	479,815
Operating	222,779	202,396	202,330
Capital	37,606	-	-
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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 453,233.58	\$ 467,936.00	\$ 479,815.00
Operating	\$ 222,779.11	\$ 202,396.00	\$ 202,330.00
Capital	\$ 37,605.86	\$ -	\$ -
Total Budget	\$ 713,618.55	\$ 670,332.00	\$ 682,145.00



Major Accomplishments in 2017:

- * Projected to accomplish all ABTPA goals, strategies and activities for FY17.
- * Began process of upgrading mobile radios and walkies to be compliant with the new radio system.
- * Purchased new ballistic vest.

Goals for 2018:

- * Purchase rifles and tactical sights.
- * Bring the Task Force personnel's salary more in line with that of the Criminal District Attorney's investigators.
- * Obtain a new inspection station.

Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Public Safety	4	4	4
Clerical	1	1	1

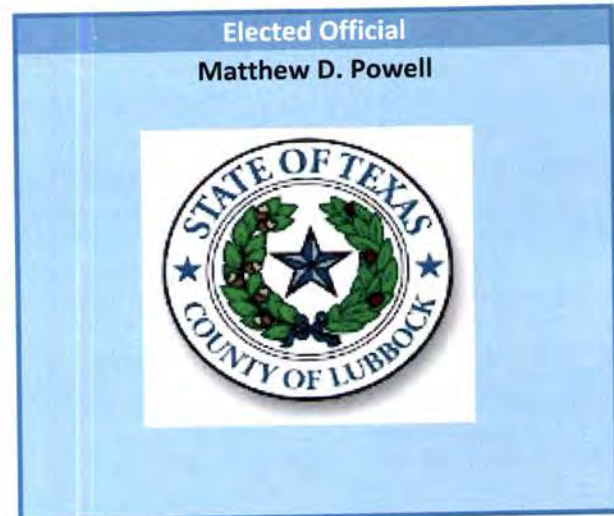
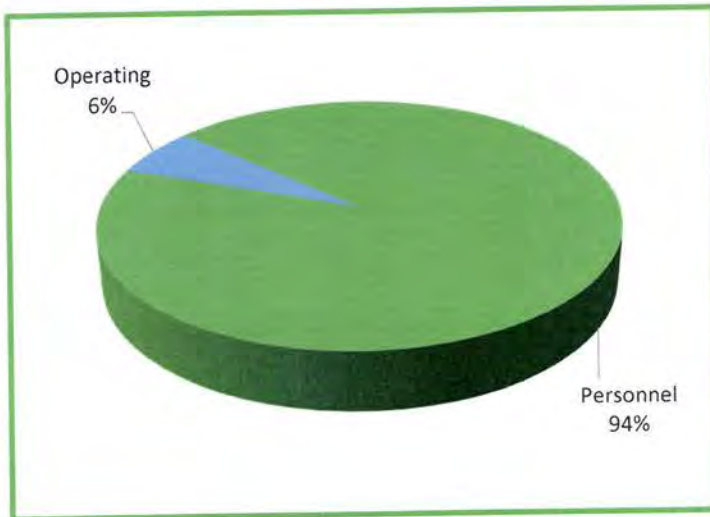
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CDA VOCA VICTIM ADVOCACY GRANT

G/L 171

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	96,338	204,495
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	24,085	51,124
TOTAL REVENUE	\$ -	\$ 120,423	\$ 255,619
EXPENDITURES			
Personnel	-	110,573	239,809
Operating	-	9,850	15,810
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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ 110,573.00	\$ 239,809.00	
Operating	\$ -	\$ 9,850.00	\$ 15,810.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ 120,423.00	\$ 255,619.00	

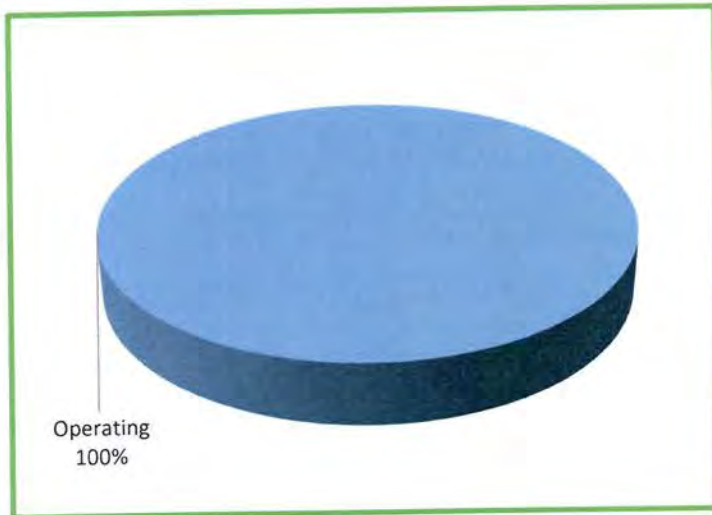


Staff by Classification	FY16	FY17	FY18
Professional	1	0	0
Clerical	1	2	2

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	549	400	400
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	33	25	25
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 582	\$ 425	\$ 425
EXPENDITURES			
Personnel	-	-	-
Operating	-	425	425
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 582	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,879	2,461	2,461
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,461	\$ 2,461	\$ 2,461

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.

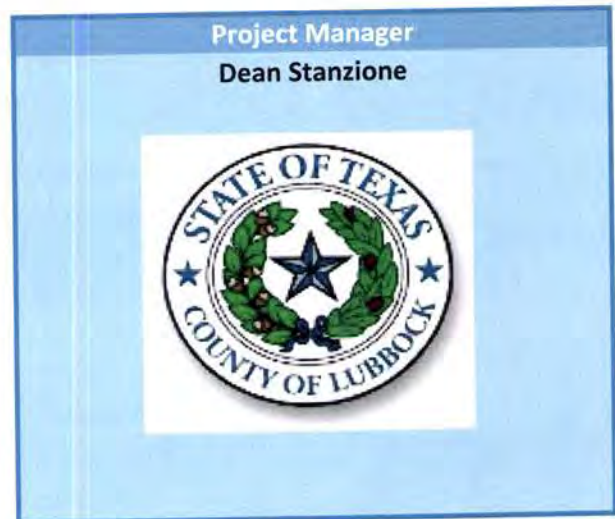
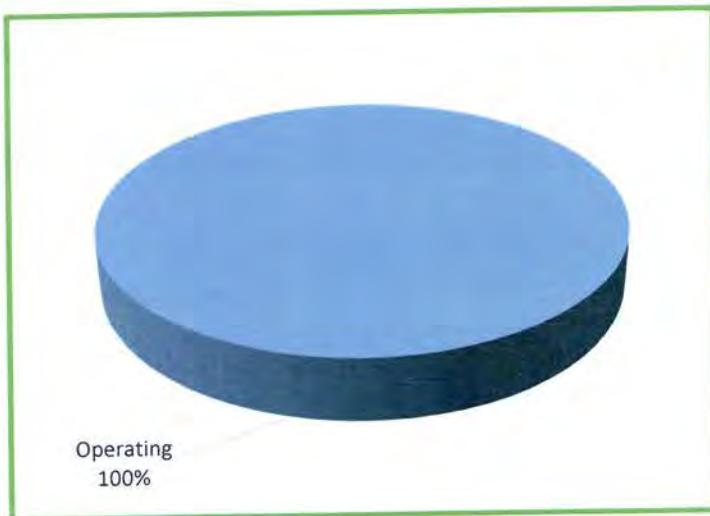
Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual		FY17 Estimates	
				FY 18 Budget
Personnel	\$	-	\$	-
Operating	\$	-	\$	425.00
Capital	\$	-	\$	-
Total Budget	\$	-	\$	425.00



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	45,213	107,076	48,991
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 45,213	\$ 107,076	\$ 48,991
EXPENDITURES			
Personnel	12,388	15,609	-
Operating	32,826	91,467	48,991
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 12,387.66	\$ 15,609.00	\$ -
Operating	\$ 32,825.68	\$ 91,467.00	\$ 48,991.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 45,213.34	\$ 107,076.00	\$ 48,991.00



Major Accomplishments in 2017:

- * The Drug Court team has been able to greatly utilize the software purchased from last year and is more efficient in producing reports for the courts and state agencies.

Goals for 2018:

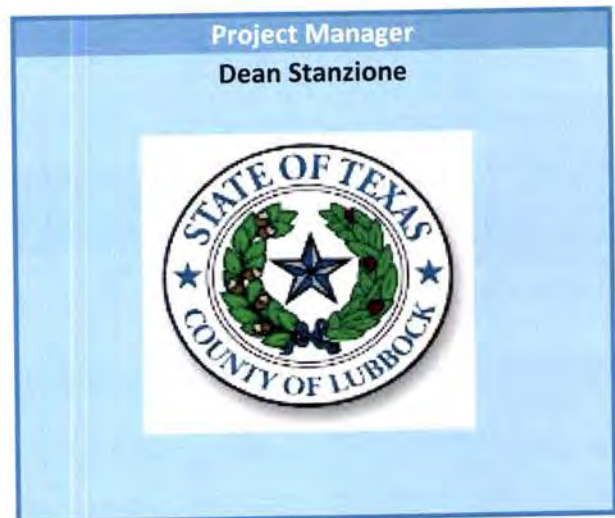
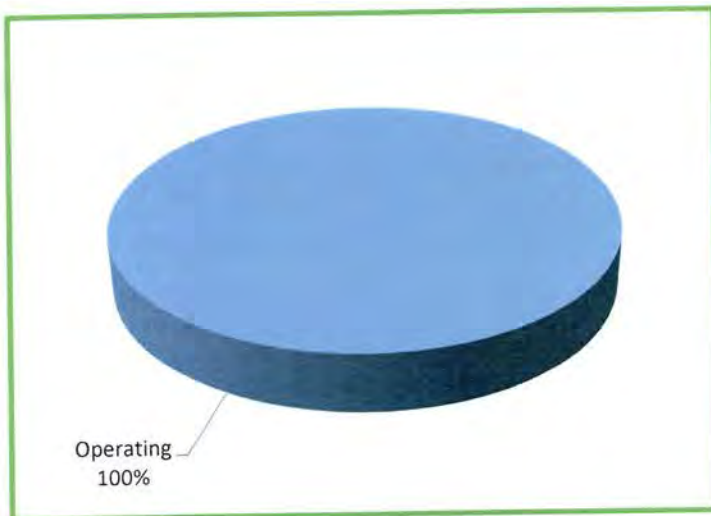
- * The Drug Court will continue to provide services to rehabilitate offenders and reduce recidivism.
- * The Drug Court will continue educating their team in best practices by providing training opportunities both in-state and out-of-state.

Performance Measures	FY15	FY16	FY17
Number of Graduates	N/A	13	10
Staff by Classification	FY16	FY17	FY18
Clerical	0	0	0

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	36,241	92,302	36,751
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 36,241	\$ 92,302	\$ 36,751
EXPENDITURES			
Personnel	12,387	15,835	-
Operating	23,854	76,467	36,751
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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 12,386.66	\$ 15,835.00	\$ -	
Operating	\$ 23,854.17	\$ 76,467.00	\$ 36,751.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 36,240.83	\$ 92,302.00	\$ 36,751.00	



Major Accomplishments in 2017:

- * The DWI Court has been able to greatly utilize the software purchased from last year and is more efficient in producing reports for the courts and state agencies.

Goals for 2018:

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

Performance Measures	FY15	FY16	FY17
Number of Graduates	N/A	12	8

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD FAMILY RECOVERY COURT GRANT

G/L 068

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	36,466	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 36,466	\$ -	\$ -
EXPENDITURES			
Personnel	12,387	-	-
Operating	24,079	-	-
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 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ 12,386.66	\$	-	\$ -
Operating	\$ 24,079.46	\$	-	\$ -
Capital	\$ -	\$	-	\$ -
Total Budget	\$ 36,466.12	\$	-	\$ -



Performance Measures	FY15	FY16	FY17
Number of Graduates	N/A	11	0

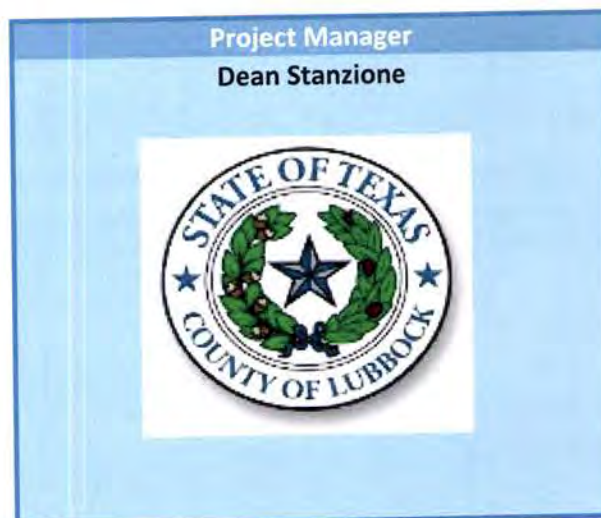
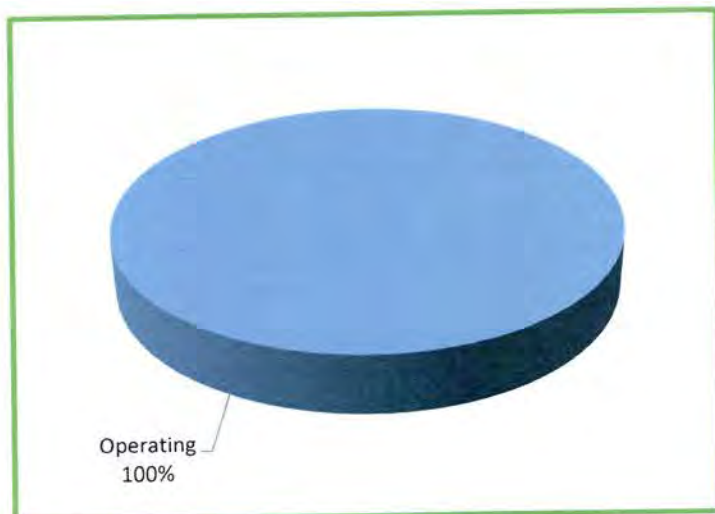
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CJD RE ENTRY DRUG COURT GRANT

G/L 066

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	47,838	114,247	40,953
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 47,838	\$ 114,247	\$ 40,953
EXPENDITURES			
Personnel	12,387	15,691	-
Operating	35,452	98,556	40,953
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 12,386.66	\$ 15,691.00	\$	-
Operating	\$ 35,451.65	\$ 98,556.00	\$	40,953.00
Capital	\$ -	\$ -	\$	-
Total Budget	\$ 47,838.31	\$ 114,247.00	\$	40,953.00



Major Accomplishments in 2017:

- * The Re Entry Drug Court has been able to greatly utilize the software purchased from last year and is more efficient in producing reports for the courts and state agencies.

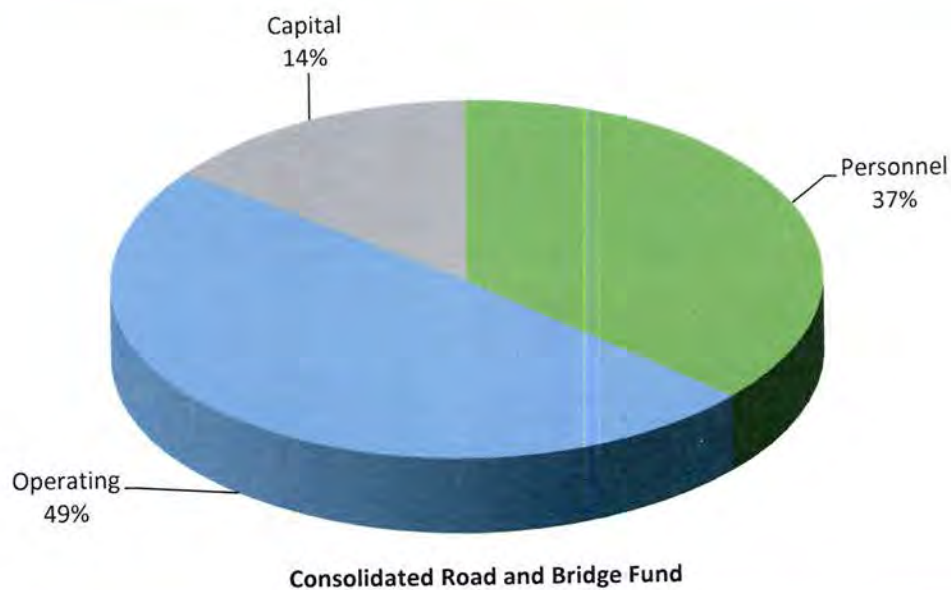
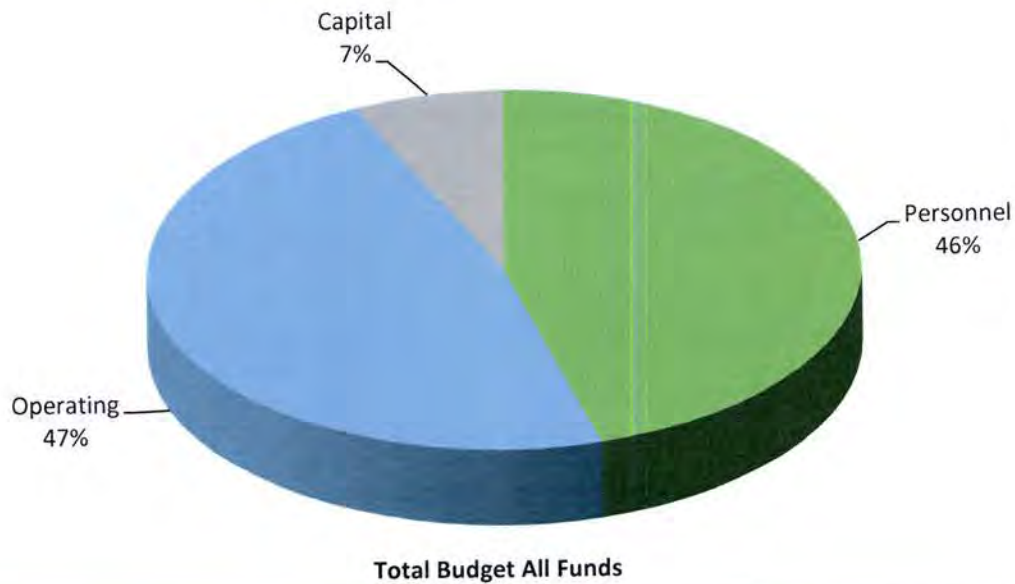
Goals for 2018:

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

Performance Measures	FY15	FY16	FY17
Number of Graduates	N/A	17	35

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

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



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
CONSOLIDATED ROAD AND BRIDGE

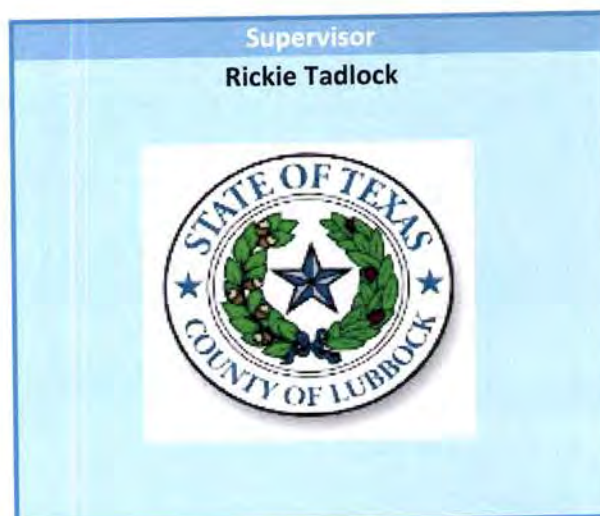
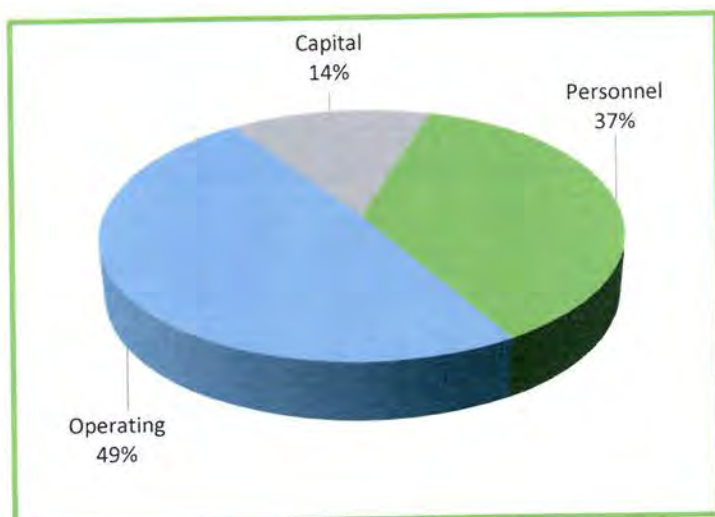
G/L 020

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	443,042	415,000	415,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	2,505,925	2,125,000	2,210,000
Fines/Forfeitures	-	-	-
Interest	87,942	60,000	60,000
Other Revenue	378,844	511,500	510,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	2,664,456	2,732,828	3,033,648
TOTAL REVENUE	\$ 6,080,209	\$ 5,844,328	\$ 6,228,648
EXPENDITURES			
Personnel	2,516,160	2,732,828	3,033,647
Operating	1,287,900	1,895,825	4,027,031
Capital	1,363,565	1,941,045	1,188,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 912,583	\$ (725,370)	\$ (2,020,030)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	5,671,308	6,583,892	5,858,522
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 6,583,892	\$ 5,858,522	\$ 3,838,492

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 2017-2018

	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 2,516,160.16	\$ 2,732,828.00	\$ 3,033,647.00
Operating	\$ 1,287,900.40	\$ 1,895,825.00	\$ 4,027,031.00
Capital	\$ 1,363,565.04	\$ 1,941,045.00	\$ 1,188,000.00
Total Budget	\$ 5,167,625.60	\$ 6,569,698.00	\$ 8,248,678.00



Major Accomplishments in 2017:

- * For the second consecutive year, the caliche program has been conducted.
- * Equipment repair cost are down 12%.
- * This year the department executed a Seal Coat Contract for 150 miles county wide.

Goals for 2018:

- * Maintain under 150 open work orders in the Iworq system.
- * Conduct surface treatments for paved roads.
- * Grow the department.

Performance Measures	FY15	FY16	FY17
Work Orders Completed	1,782	1,712	1,637
Miles of Road Overlayed	9.5	0	0
Miles of Road Seal Coated	N/A	36	152
County Road Maintained - Miles	1,187	1,180	1,174
Staff by Classification	FY16	FY17	FY18
Clerical	1	1	3
Trades & Technical	42	42	45

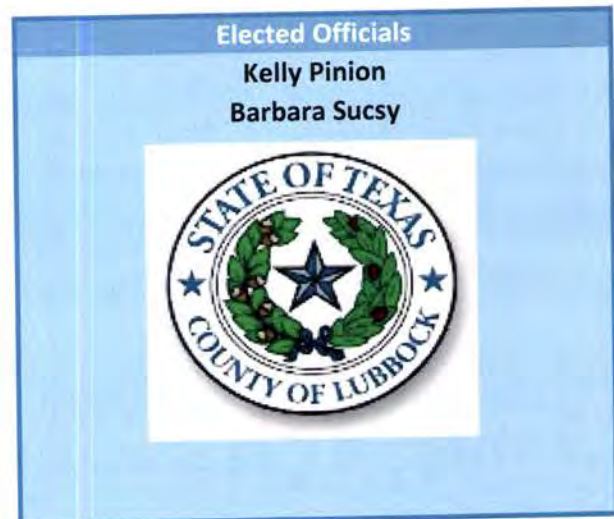
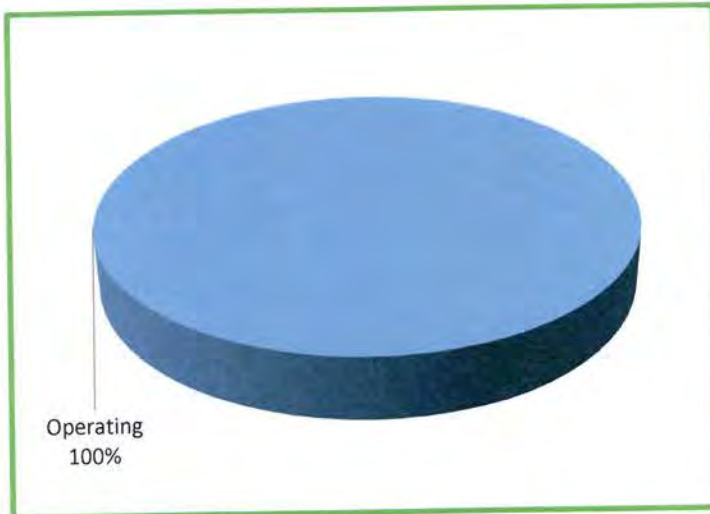
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY AND DISTRICT COURT TECHNOLOGY

G/L 099

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	8,997	8,735	8,500
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	696	500	400
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 9,693	\$ 9,235	\$ 8,900
EXPENDITURES			
Personnel	-	-	-
Operating	295	9,235	8,900
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 9,397	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	40,287	49,685	49,685
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 49,685	\$ 49,685	\$ 49,685

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 295.20	\$ 9,235.00	\$ 8,900.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 295.20	\$ 9,235.00	\$ 8,900.00	



Major Accomplishments in 2017:

- * Purchased larger computer monitors for clerk court staff.
- * Continued to collect the underlying criminal court cost of \$4 per conviction.

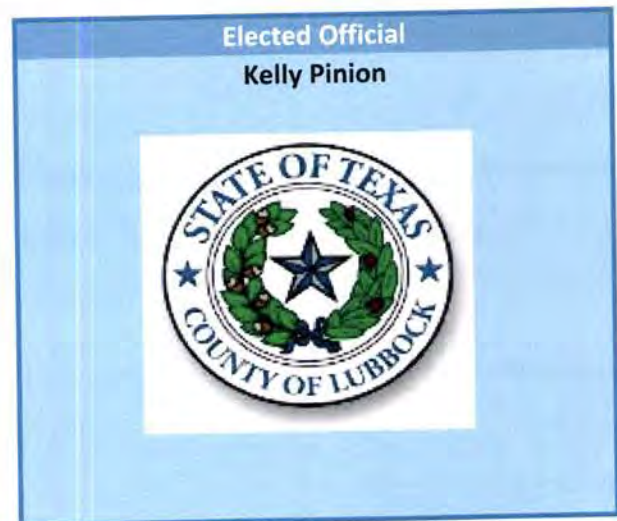
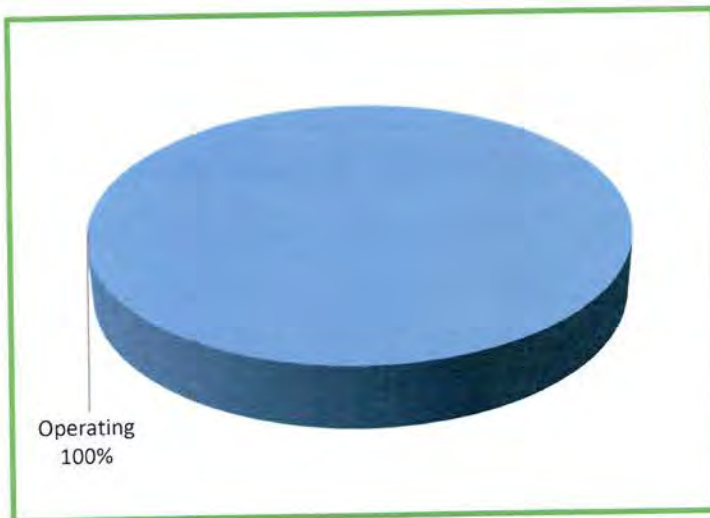
Goals for 2018:

- * Purchase scanners as needed.
- * Continue to save income from this court cost until it is significant enough to do something with it.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	483,388	455,310	550,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	38,695	24,000	12,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 522,083	\$ 479,310	\$ 562,000
EXPENDITURES			
Personnel	-	-	-
Operating	1,130,593	900,000	740,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (608,510)	\$ (420,690)	\$ (178,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,283,366	1,674,857	1,254,167
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,674,857	\$ 1,254,167	\$ 1,076,167

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 1,130,592.56	\$ 900,000.00	\$ 740,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 1,130,592.56	\$ 900,000.00	\$ 740,000.00	



Major Accomplishments in 2017:

- * Re-created additional damaged books as needed.
- * Downloaded additional document images into current database.
- * Continued indexing historical documents and Commissioners' Court minutes.

Goals for 2018:

- * Identify damaged books needing re-creation.
- * Download additional document images into current database.
- * Continue indexing historical documents and Commissioners' Court minutes.

Performance Measures	FY15	FY16	FY17
Number of Books Restored	N/A	10	22
Volumes of Records Restored	N/A	N/A	4

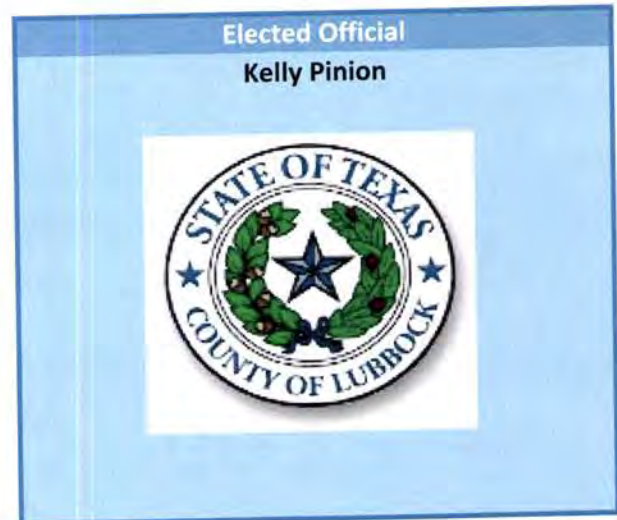
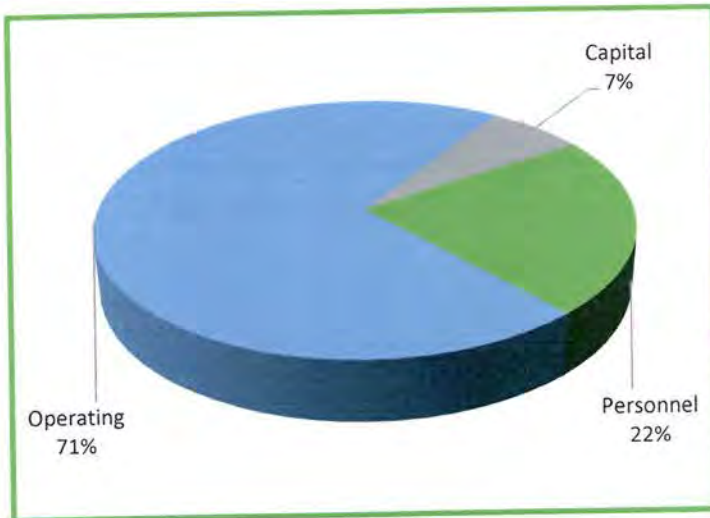
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY CLERK RECORDS MGT AND PRESERVATION

G/L 091

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	499,773	450,000	525,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	36,203	22,400	35,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 535,976	\$ 472,400	\$ 560,000
EXPENDITURES			
Personnel	62,739	161,932	166,653
Operating	110,794	1,026,144	526,620
Capital	49,858	-	50,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 312,585	\$ (715,676)	\$ (183,273)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,266,284	2,578,868	1,863,192
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,578,868	\$ 1,863,192	\$ 1,679,919

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 62,739.06	\$ 161,932.00	\$ 166,653.00
Operating	\$ 110,794.43	\$ 1,026,144.00	\$ 526,620.00
Capital	\$ 49,858.10	\$ -	\$ 50,000.00
Total Budget	\$ 223,391.59	\$ 1,188,076.00	\$ 743,273.00



Major Accomplishments in 2017:

- * Records preservation on Commissioner Court records Vol. 1-4.
- * Increased digital data base by back indexing historical documents.
- * Identified records meeting retention requirements and disposing of by statute.
- * Plotter/scanner connected to county network and began offering large plat images.

Goals for 2018:

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

Staff by Classification	FY16	FY17	FY18
Clerical	2	2	2
Regular Part-Time	1	1	1

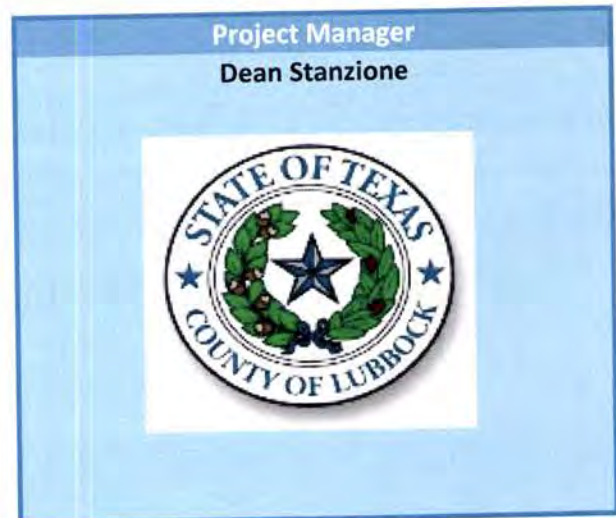
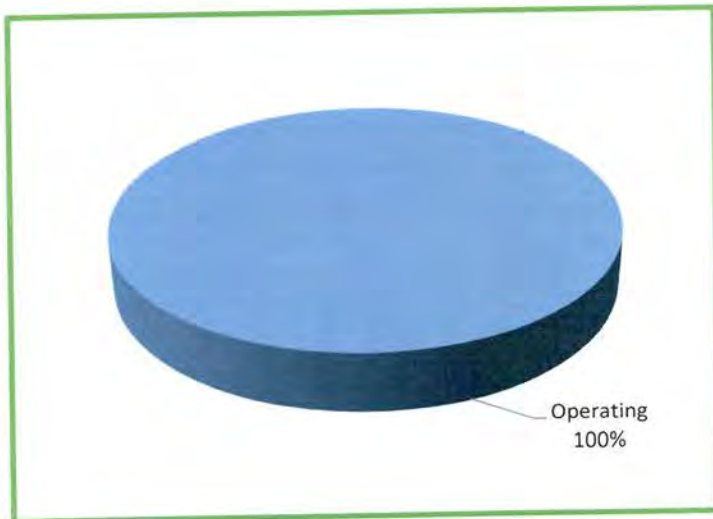
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY DRUG COURT COURT COST

G/L 074

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	46,150	46,240	38,740
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,427	2,000	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 48,577	\$ 48,240	\$ 38,740
EXPENDITURES			
Personnel	-	-	-
Operating	21,747	48,240	38,740
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,831	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	140,139	166,970	166,970
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 166,970	\$ 166,970	\$ 166,970

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 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 21,746.64	\$	48,240.00	\$ 38,740.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ 21,746.64	\$	48,240.00	\$ 38,740.00



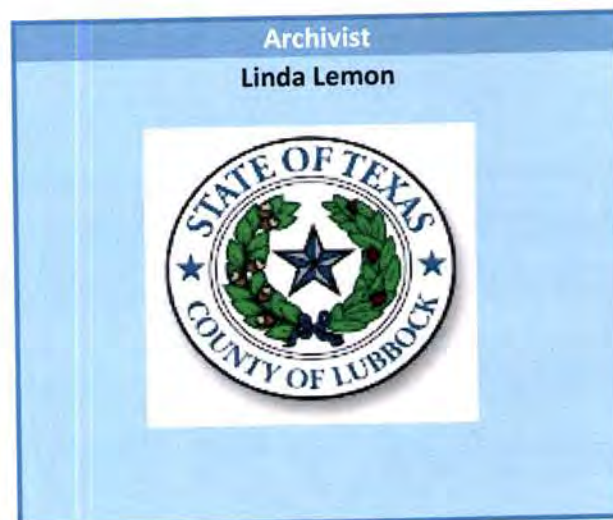
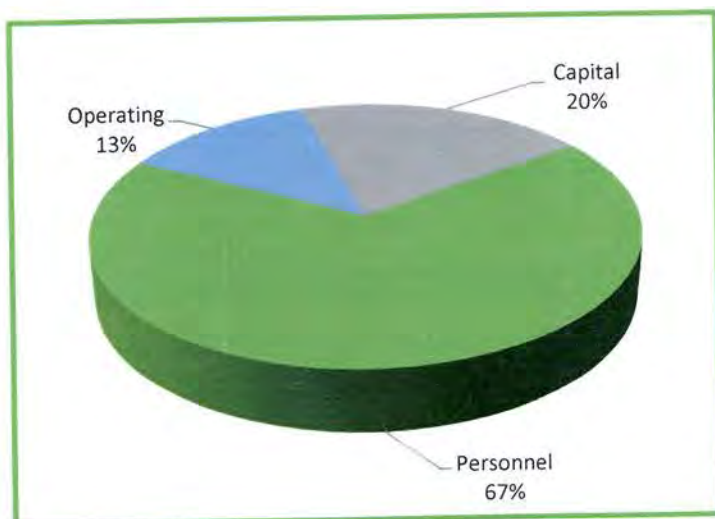
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COUNTY RECORDS MGT AND PRESERVATION

G/L 092

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	92,740	88,000	90,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	8,767	5,500	5,500
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 101,506	\$ 93,500	\$ 95,500
EXPENDITURES			
Personnel	54,794	65,785	67,676
Operating	3,443	13,000	13,000
Capital	-	115,848	20,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 43,269	\$ (101,133)	\$ (5,176)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	563,570	606,839	505,706
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 606,839	\$ 505,706	\$ 500,530

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 54,793.96	\$ 65,785.00	\$ 67,676.00
Operating	\$ 3,443.20	\$ 13,000.00	\$ 13,000.00
Capital	\$ -	\$ 115,848.00	\$ 20,000.00
Total Budget	\$ 58,237.16	\$ 194,633.00	\$ 100,676.00



Major Accomplishments in 2017:

- * Completed the secure destruction of backlogged records for one more department.
- * Completed transfer of one large record series to standard record boxes, opening up space in the box storage mobile system.
- * Installed a mobile open-filing system.

Goals for 2018:

- * Continue working with departments to move record series from boxes and file cabinets to mobile open-filing system.
- * 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	FY15	FY16	FY17
Records Requests	144	176	160
Number of Boxes of Records	3,709	3,363	3,631
Cubic Feet of Records Destroyed	1,227	701	581
Number of CDs/DVDs Destroyed	N/A	N/A	2,241
Staff by Classification	FY16	FY17	FY18
Professional	1	1	1

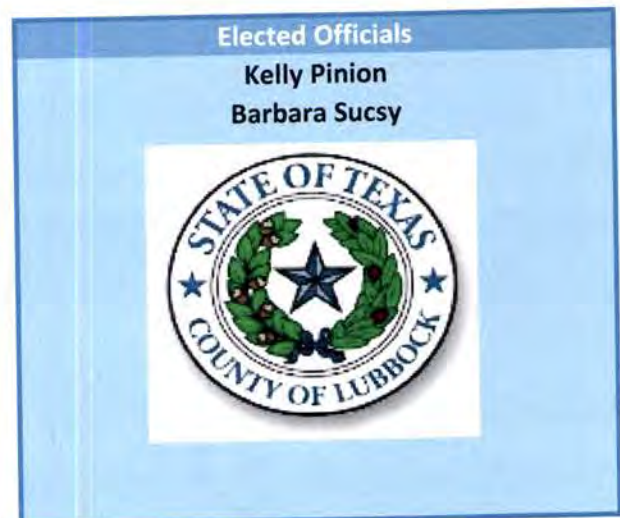
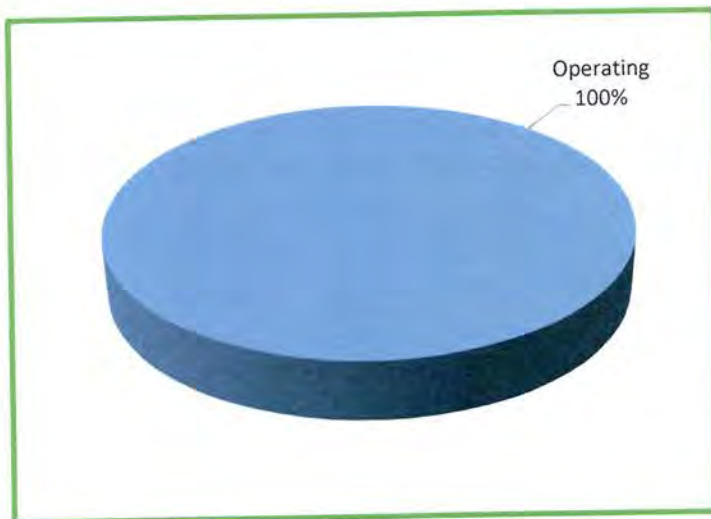
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
COURT RECORD PRESERVATION

G/L 094

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	48,929	48,900	41,600
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,725	1,690	1,800
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 51,655	\$ 50,590	\$ 43,400
EXPENDITURES			
Personnel	-	-	-
Operating	10,735	50,590	43,400
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 40,920	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	155,365	196,284	196,284
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 196,284	\$ 196,284	\$ 196,284

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 10,735.00	\$ 50,590.00	\$ 43,400.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 10,735.00	\$ 50,590.00	\$ 43,400.00	



Major Accomplishments in 2017:

- * Began back scanning old case files.
- * Replaced some banker boxes with archival quality storage boxes.
- * At a cost of \$20,000.00, record/judgment books stored at the warehouse were restored and preserved.

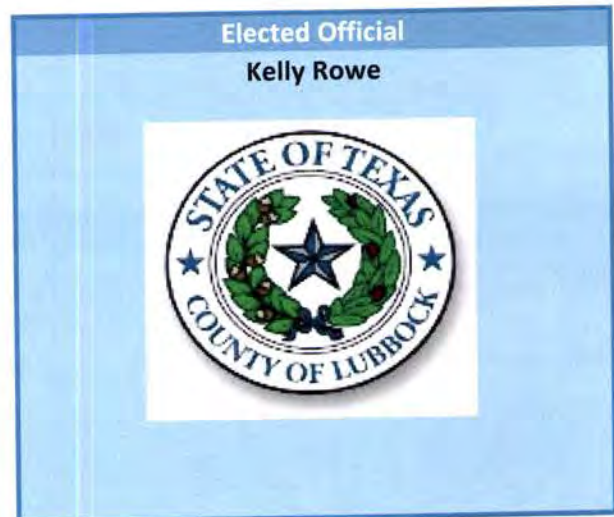
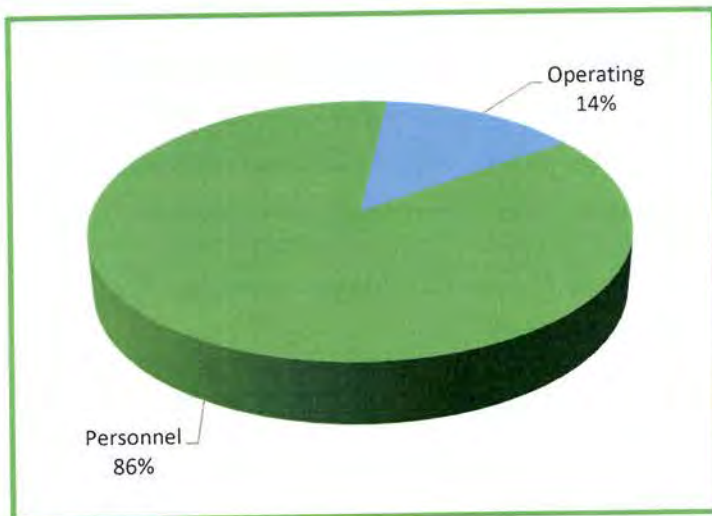
Goals for 2018:

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

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	100,536	105,000	110,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	53	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 100,589	\$ 105,000	\$ 110,000
EXPENDITURES			
Personnel	89,560	89,956	94,956
Operating	11,029	15,044	15,044
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	\$ -	\$ -	\$ -

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 89,560.00	\$ 89,956.00	\$ 94,956.00
Operating	\$ 11,029.31	\$ 15,044.00	\$ 15,044.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 100,589.31	\$ 105,000.00	\$ 110,000.00

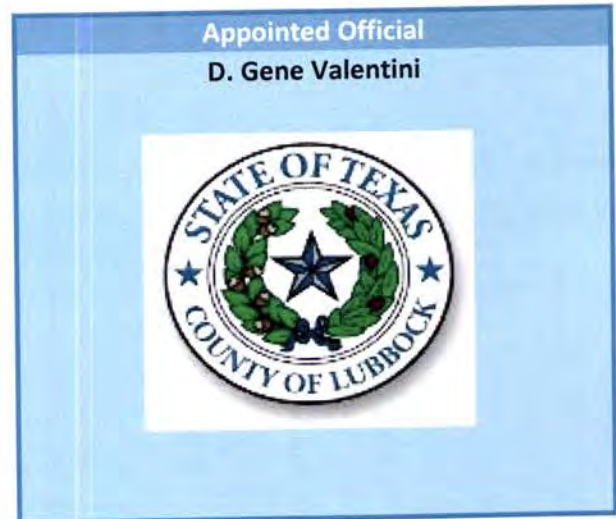
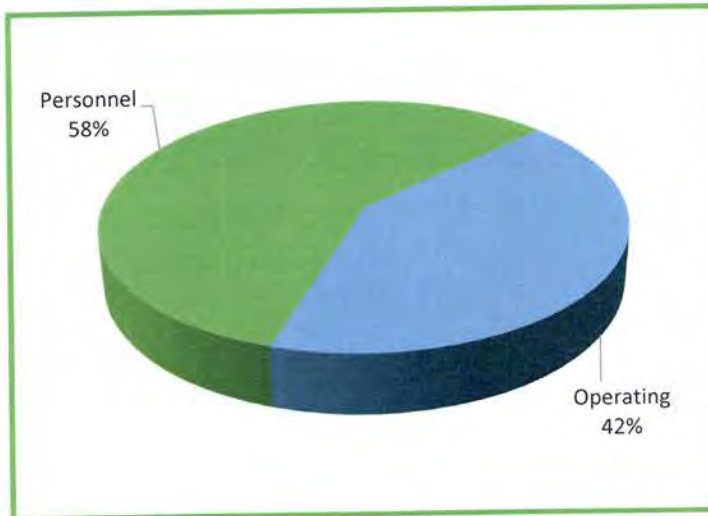


Staff by Classification	FY16	FY17	FY18
Public Safety	3	3	3

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	2,516	-	-
Fees	303,400	319,705	328,600
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	68	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 305,984	\$ 319,705	\$ 328,600
EXPENDITURES			
Personnel	192,050	201,808	191,430
Operating	104,403	117,897	137,170
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 9,530	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	14,677	24,207	24,207
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 24,207	\$ 24,207	\$ 24,207

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 192,050.47	\$ 201,808.00	\$ 191,430.00
Operating	\$ 104,403.18	\$ 117,897.00	\$ 137,170.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 296,453.65	\$ 319,705.00	\$ 328,600.00



Major Accomplishments in 2017:

- * A housekeeping bill was introduced for our adoption evaluation activity which passed and was signed by the Governor.
- * Developed and filled a new ADR class at Law School.

Goals for 2018:

- * Refine the adoption evaluation activity and monitor the impact of Rule 145 on the services.
- * Fully implement Juvenile Case Manager.

Performance Measures	FY15	FY16	FY17
Inquiries and referrals	3,077	2,393	2,481
Number Assisted	6,154	4,572	4,770
Average Monthly Collections	\$116,335	\$136,928	\$109,943
Training Participants	419	242	242
Number of Training Sessions	14	9	11
Training Hours Provided	155	112	138.5
Staff by Classification	FY16	FY17	FY18
Appointed	1	1	1
Professional	1	1	1
Clerical	1	1	1

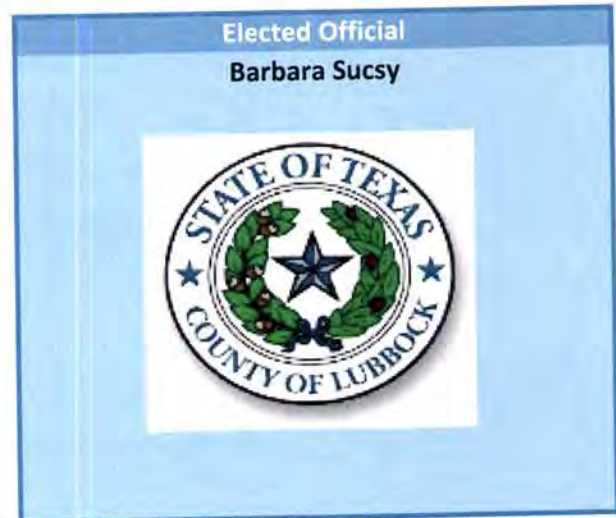
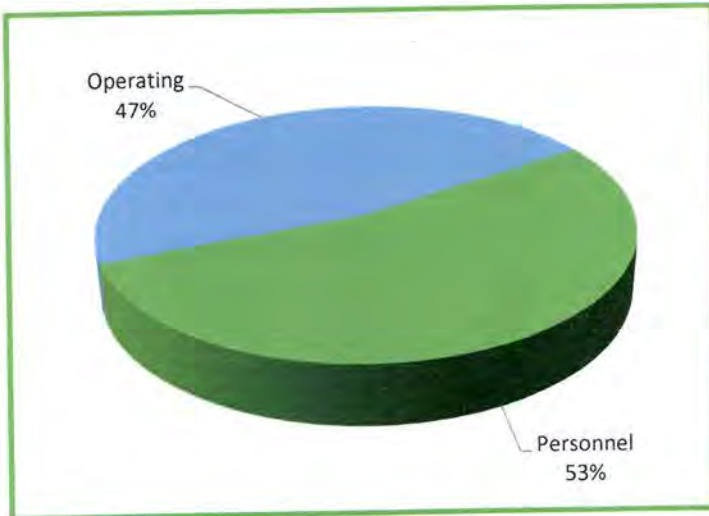
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT CLERK RECORDS MGT AND PRESERVATION

G/L 090

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	18,403	17,500	16,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,131	738	600
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 19,534	\$ 18,238	\$ 16,600
EXPENDITURES			
Personnel	8,784	21,614	22,251
Operating	12,343	20,650	19,450
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (1,593)	\$ (24,026)	\$ (25,101)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	76,333	74,740	50,714
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 74,740	\$ 50,714	\$ 25,613

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 8,783.73	\$ 21,614.00	\$ 22,251.00
Operating	\$ 12,343.25	\$ 20,650.00	\$ 19,450.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 21,126.98	\$ 42,264.00	\$ 41,701.00



Major Accomplishments in 2017:

- * Purchased court shucks.
- * Continued accepting and organizing storage of exhibits from court reporters and have scanned and filed those exhibits.
- * Assisted retiring court reporters with 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 2018:

- * Work with Courts to receive more exhibits from court reporter closets and destroy those exhibits, notes and tapes subject to Texas State Library retention schedules.
- * Organize items to be destroyed for shredding by Goodwill Industries.
- * Accurately label, organize and store all exhibits, notes and tapes which are not subject to the Texas State Library retention schedules.
- * Continue to scan all exhibits that are permanent records.

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

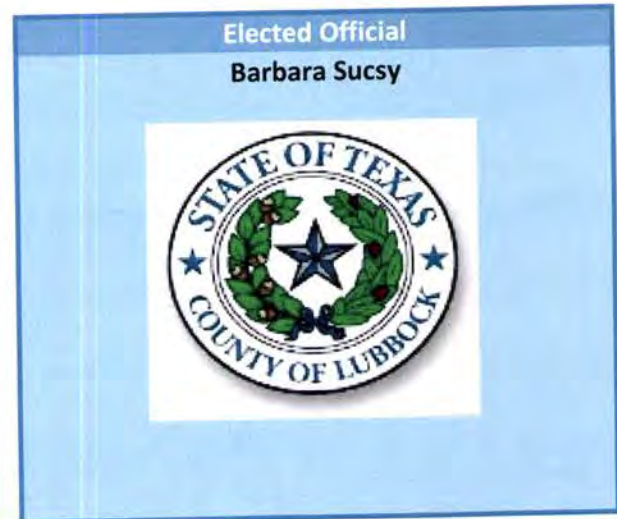
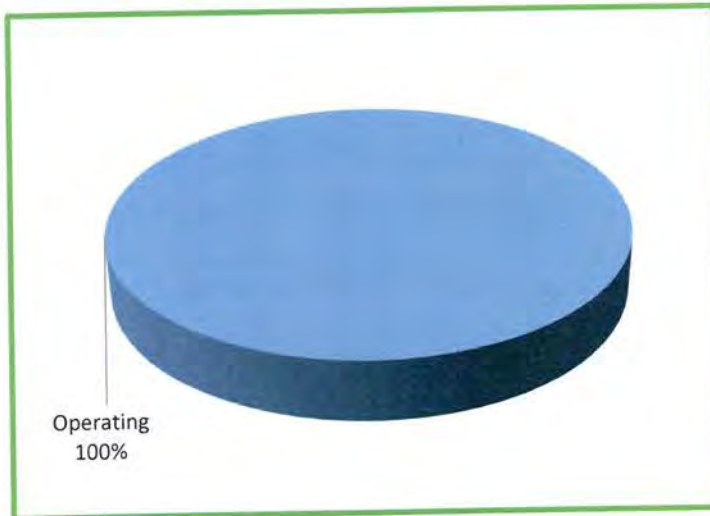
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DISTRICT COURT RECORD TECHNOLOGY

G/L 102

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	34,792	31,000	30,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,162	700	700
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 35,954	\$ 31,700	\$ 30,700
EXPENDITURES			
Personnel	-	-	-
Operating	9,418	31,700	30,700
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 26,536	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	60,326	86,862	86,862
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 86,862	\$ 86,862	\$ 86,862

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 9,418.00	\$ 31,700.00	\$ 30,700.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 9,418.00	\$ 31,700.00	\$ 30,700.00	



Major Accomplishments in 2017:

- * Restored and preserved record/judgment books stored at warehouse at a cost of \$8,058.20.

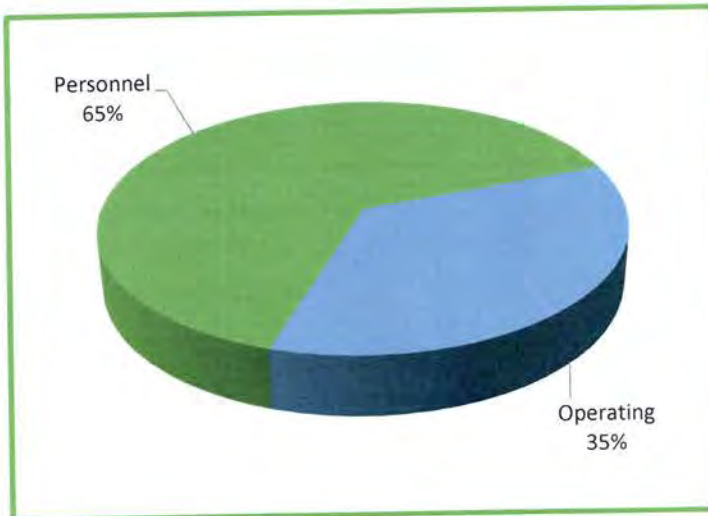
Goals for 2018:

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

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental			
Fees	204,811	230,200	211,600
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 204,811	\$ 230,200	\$ 211,600
EXPENDITURES			
Personnel	126,926	173,998	137,080
Operating	68,862	56,202	74,520
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 9,023	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	12,173	21,196	21,196
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 21,196	\$ 21,196	\$ 21,196

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 2017-2018			
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 126,926.27	\$ 173,998.00	\$ 137,080.00
Operating	\$ 68,861.94	\$ 56,202.00	\$ 74,520.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 195,788.21	\$ 230,200.00	\$ 211,600.00



Major Accomplishments in 2017:

* Renewal of 5 year contract with the Office of the Attorney General for child support services.

Goals for 2018:

* Prepare for first time hosting annual conference for Texas Association of Domestic Relations Offices.

Staff by Classification	FY16	FY17	FY18
Clerical	3	3	3

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
DOMESTIC VIOLENCE PROSECUTION GRANT

G/L 175

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	75,499	68,675	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	62,938	36,979	-
TOTAL REVENUE	\$ 138,437	\$ 105,654	\$ -
EXPENDITURES			
Personnel	138,437	102,654	-
Operating	-	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 2017-2018			
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ 138,437.42	\$ 102,654.00	\$ -
Operating	\$ -	\$ 3,000.00	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 138,437.42	\$ 105,654.00	\$ -



Staff by Classification	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
Professional	1	1	0
Clerical	1	0	0

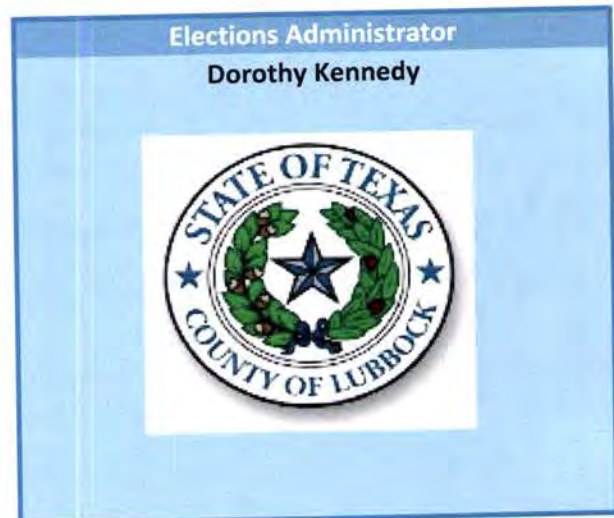
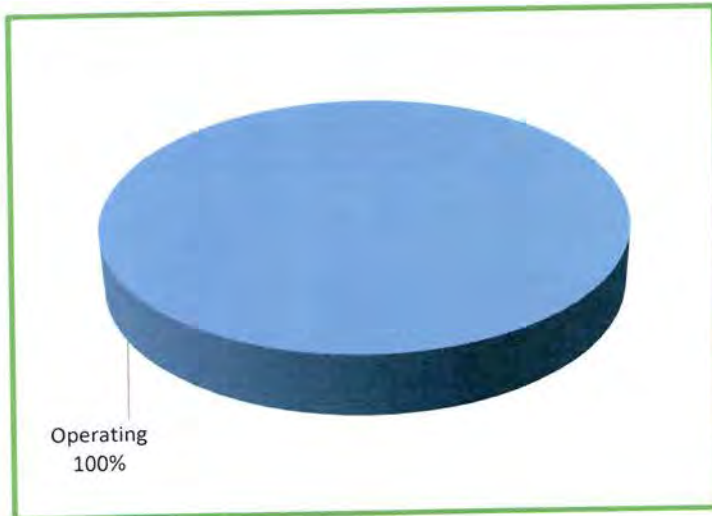
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION ADMINISTRATION

G/L 085

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	85,409	38,000	42,000
Fines/Forfeitures	-	-	-
Interest	1,683	1,000	1,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 87,093	\$ 39,000	\$ 43,000
EXPENDITURES			
Personnel	-	-	-
Operating	24,000	39,000	43,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 63,093	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	141,147	204,240	204,240
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 204,240	\$ 204,240	\$ 204,240

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 24,000.00	\$ 39,000.00	\$ 43,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 24,000.00	\$ 39,000.00	\$ 43,000.00	



Major Accomplishments in 2017:

* Our department was able to use funds from the 10% Election Administration Fee to maintain and pay licensing fees for our website—www.votelubbock.org. This website houses registration status, voting results for past elections, and various other items pertaining to voters and elections.

Goals for 2018:

* Continue using funds from this account to maintain Elections Department website.

Performance Measures	FY15	FY16	FY17
Number of Contracts	N/A	20	11

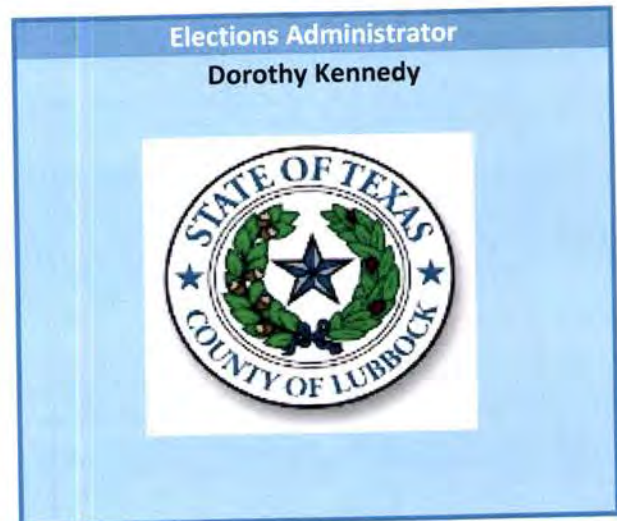
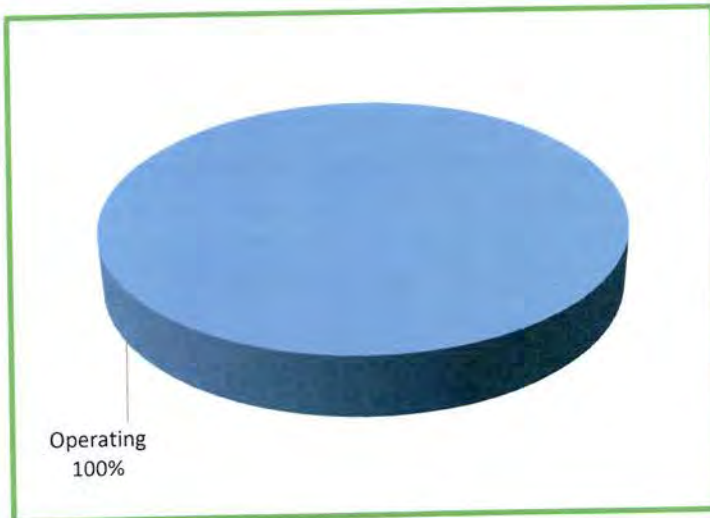
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION EQUIPMENT

G/L 086

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	206,815	80,000	30,000
Fines/Forfeitures	-	-	-
Interest	6,343	4,000	856
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	5,709,038	-
TOTAL REVENUE	\$ 213,158	\$ 5,793,038	\$ 30,856
EXPENDITURES			
Personnel	-	-	-
Operating	-	6,193,038	30,856
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 213,158	\$ (400,000)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	424,353	637,511	237,511
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 637,511	\$ 237,511	\$ 237,511

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

Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ -	\$	6,193,038.00	\$ 30,856.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ -	\$	6,193,038.00	\$ 30,856.00



Major Accomplishments in 2017:

- * Our department was able to add these funds to other county monies to purchase new electronic voting equipment.

Goals for 2018:

- * Continue accruing these funds for future electronic election equipment purchases.

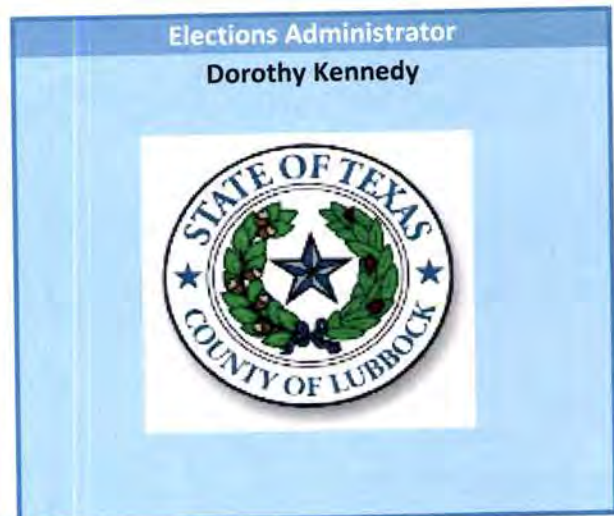
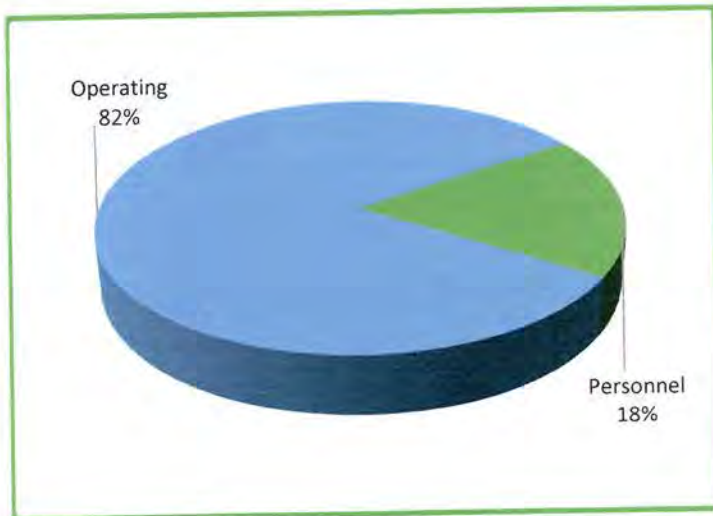
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
ELECTION SERVICES

G/L 083

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	651,138	700,000	700,000
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 651,138	\$ 700,000	\$ 700,000
EXPENDITURES			
Personnel	116,334	124,092	125,775
Operating	534,805	575,908	574,225
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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 116,333.74	\$ 124,092.00	\$ 125,775.00	
Operating	\$ 534,804.59	\$ 575,908.00	\$ 574,225.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 651,138.33	\$ 700,000.00	\$ 700,000.00	



Major Accomplishments in 2017:

- * Successfully conducted Roosevelt ISD Tax Rollback election, Lubbock County Water Control Improvement District #1 election, the Presidential election in November 2016, and the May 6, 2017 City/School elections.
- * Took delivery of new election equipment in December 2016 and conducted a successful mock election.
- * Maintained a balanced election budget.

Goals for 2018:

- * Conduct transparent and equitable elections for those entities that contract with Lubbock County.
- * Conduct a successful November Constitutional Amendment election, March Primary election, May City and School elections, and any subsequent runoff elections.
- * Educate contracting entities and their staff on use of new Verity election equipment.
- * Continue to train staff in documenting receipts in order to bill contracting entities for their elections.
- * Continue to train said staff on how to audit billing cost as they go so that they may produce the invoices.
- * Successfully implement new legislation that is passed during the current 2017 legislative session.

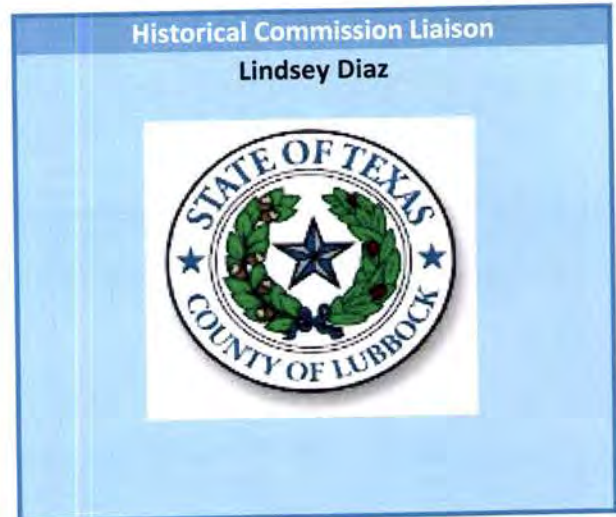
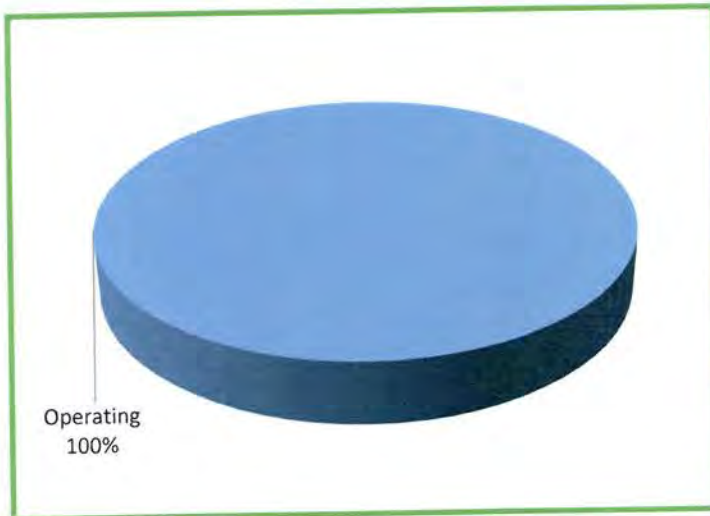
Performance Measures	FY15	FY16	FY17
Number of County Elections	N/A	6	1
Number of Contracted Elections	N/A	14	5
Election Workers Trained	N/A	725	17
Total Mail Ballot Requests	N/A	8,190	105

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

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	879	700	1,200
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	3,800	3,800
TOTAL REVENUE	\$ 879	\$ 4,500	\$ 5,000
EXPENDITURES			
Personnel	-	-	-
Operating	4,190	7,000	11,700
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (3,311)	\$ (2,500)	\$ (6,700)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	13,386	10,075	7,575
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 10,075	\$ 7,575	\$ 875

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 2017-2018				
	FY15 Actual	FY 16 Estimates	FY 17 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 4,189.60	\$ 7,000.00	\$ 11,700.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 4,189.60	\$ 7,000.00	\$ 11,700.00	



Major Accomplishments in 2017:

- * Received the 2016 Distinguished Service Award for the Historical Commission.
- * Recognized the first County Business Treasure Award.
- * Placed and dedicated two Historical Markers in Lubbock County.

Goals for 2018:

- * Receive the Distinguished Service Award from the Texas Historical Commission.
- * Work towards the preservation of historical records.
- * Work for the placement of two Historical Markers in Lubbock County and hold marker dedications for such.
- * Educate the community on the historical information of Lubbock County.

Performance Measures	FY15	FY16	FY17
Number of Markers Unveiled	2	2	2

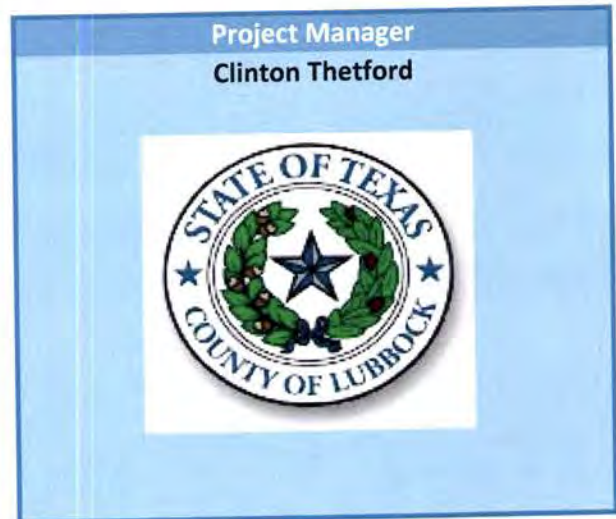
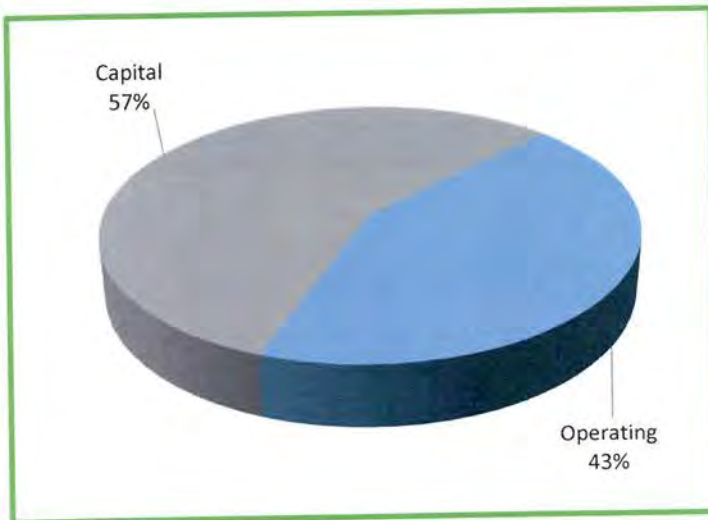
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
HOMELAND SECURITY GRANT

G/L 128

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	170,110	-	118,085
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 170,110	\$ -	\$ 118,085
EXPENDITURES			
Personnel	-	-	-
Operating	92,138	-	50,809
Capital	77,972	-	67,276
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.

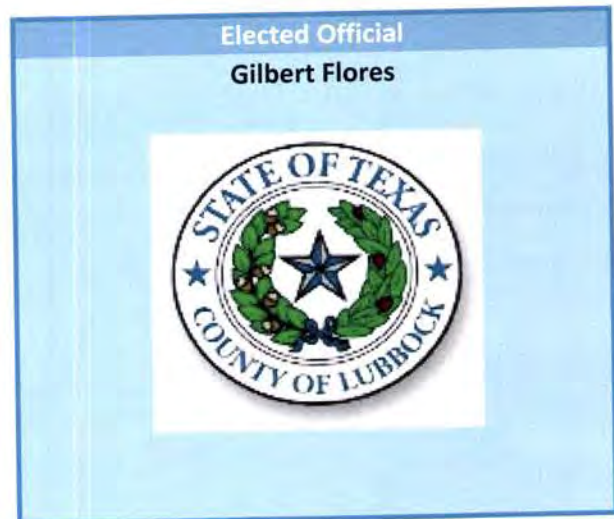
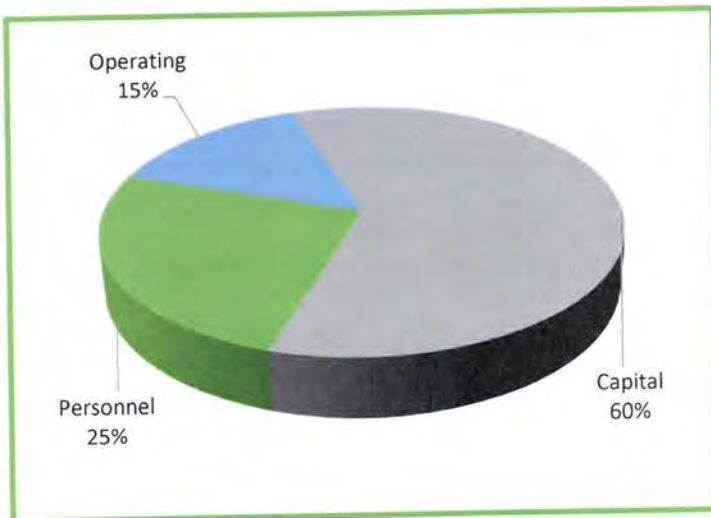
Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 92,138.00	\$ -	\$ 50,809.00	
Capital	\$ 77,972.25	\$ -	\$ 67,276.00	
Total Budget	\$ 170,110.25	\$ -	\$ 118,085.00	



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 85,493	\$ 90,611	\$ 90,611
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,137	2,815	3,000
Other Revenue	6,805	6,000	6,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 95,436	\$ 99,426	\$ 99,611
EXPENDITURES			
Personnel	56,003	64,378	66,228
Operating	13,639	35,200	38,000
Capital	-	89,731	156,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 25,794	\$ (89,883)	\$ (160,617)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	224,706	250,500	160,617
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 250,500	\$ 160,617	\$ -

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 56,002.69	\$ 64,378.00	\$ 66,228.00	
Operating	\$ 13,639.27	\$ 35,200.00	\$ 38,000.00	
Capital	\$ -	\$ 89,730.80	\$ 156,000.00	
Total Budget	\$ 69,641.96	\$ 189,308.80	\$ 260,228.00	



Major Accomplishments in 2017:

* N/A

Goals for 2018:

- * Renovate New Deal club house kitchen.
- * Purchase stove, eight tables, and sixty chairs.

Staff by Classification	FY16	FY17	FY18
Trades & Technical	1	0	0
Regular Part-Time	1	1	1

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
INDIGENT DEFENSE COORDINATOR GRANT

G/L 071

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	28,445	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	28,445	-	-
TOTAL REVENUE	\$ 56,891	\$ -	\$ -
EXPENDITURES			
Personnel	50,590	-	-
Operating	6,301	-	-
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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 50,589.65	\$ -	\$ -	
Operating	\$ 6,301.21	\$ -	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 56,890.86	\$ -	\$ -	



Staff by Classification	FY16	FY17	FY18
Clerical	1	0	0

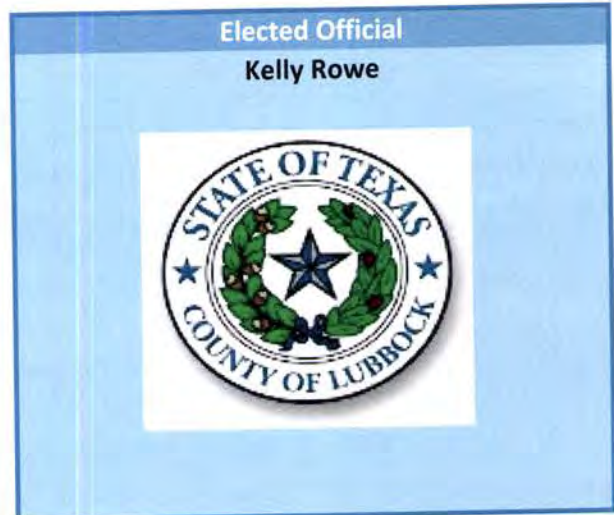
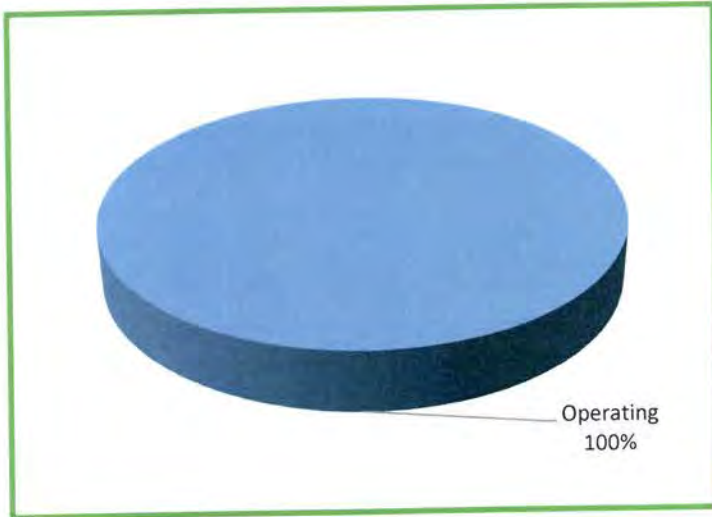
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
INMATE SUPPLY

G/L 124

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,818	1,000	700
Other Revenue	784,785	779,000	785,110
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 787,603	\$ 780,000	\$ 785,810
EXPENDITURES			
Personnel	-	-	-
Operating	675,580	780,000	785,810
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 112,023	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,257,244	2,369,267	2,369,267
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,369,267	\$ 2,369,267	\$ 2,369,267

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

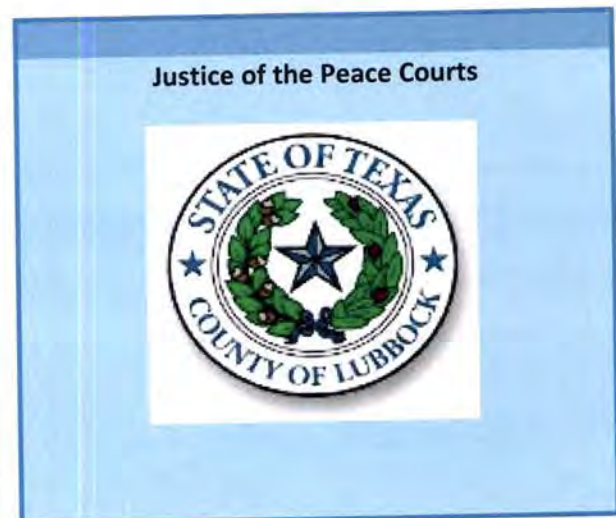
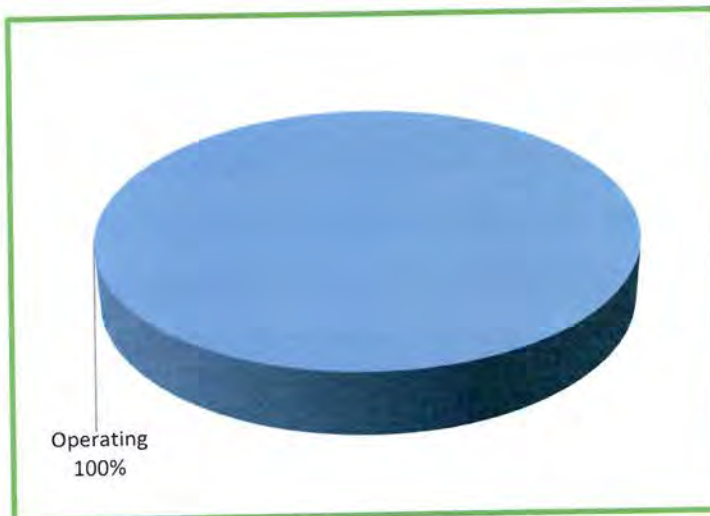
Adopted Budget for the Fiscal Year 2017-2018				
	<u>FY15 Actual</u>	<u>FY 16 Estimates</u>	<u>FY 17 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 675,580.23	\$ 780,000.00	\$ 785,810.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 675,580.23	\$ 780,000.00	\$ 785,810.00	



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	20,543	32,700	32,500
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,545	3,000	4,200
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 25,088	\$ 35,700	\$ 36,700
EXPENDITURES			
Personnel	-	-	-
Operating	4,567	93,088	93,088
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 20,521	\$ (57,388)	\$ (56,388)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	291,587	312,108	254,720
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 312,108	\$ 254,720	\$ 198,332

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 4,567.33	\$ 93,088.00	\$ 93,088.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 4,567.33	\$ 93,088.00	\$ 93,088.00	



Major Accomplishments in 2017:

- * Scanned several thousand records onto the computer, allowing us to shred the original paper documents and save space.
- * Implemented new court costs in civil cases and assisted Auditor in implementation.
- * Implementing new indigent guidelines which put new mandates and requirements on the Courts and the Collections Department.
- * Kept website updated with newest case laws and improvements to reduce the number of phone calls.

Goals for 2018:

- * Implement new laws regarding texting and driving.
- * Change the phone system so all general calls to Lubbock County are not routed to JP 1 office.
- * Work to possibly re-implement VOLUNTARY (not mandatory) E-filing in the JP Courts.
- * Implement automated download of DPS tickets.

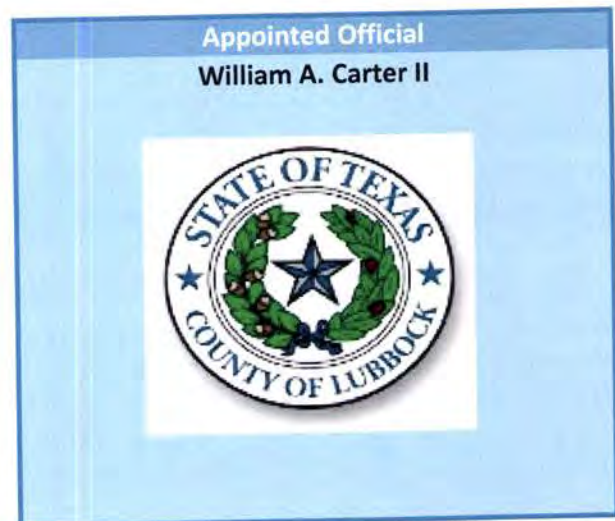
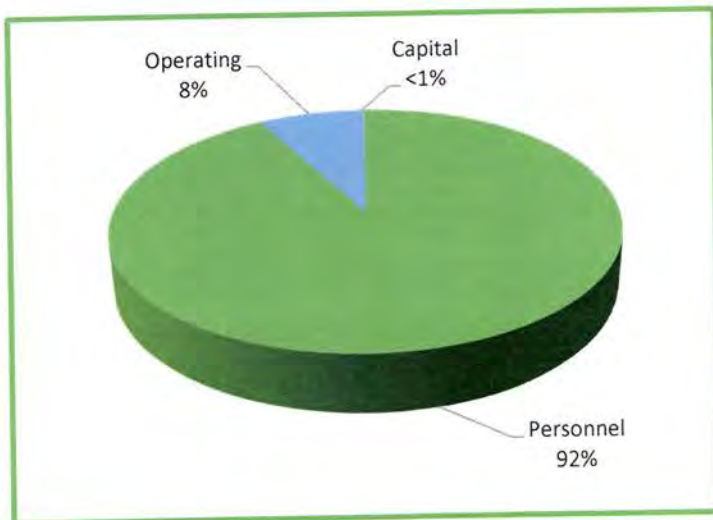
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE DETENTION

G/L 055

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	203,403	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	521,549	350,000	500,000
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	2,238,693	3,660,788	3,612,123
TOTAL REVENUE	\$ 2,963,646	\$ 4,010,788	\$ 4,112,123
EXPENDITURES			
Personnel	2,876,781	3,686,716	3,791,051
Operating	80,145	313,072	313,072
Capital	6,720	11,000	8,000
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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 2,876,781.03	\$ 3,686,716.00	\$ 3,791,051.00
Operating	\$ 80,145.08	\$ 313,072.00	\$ 313,072.00
Capital	\$ 6,719.56	\$ 11,000.00	\$ 8,000.00
Total Budget	\$ 2,963,645.67	\$ 4,010,788.00	\$ 4,112,123.00



Major Accomplishments in 2017:

- * Diverted 19 youth from costly residential placements outside of Lubbock County.
- * Numerous youth were diverted from commitment to the state facility.

Goals for 2018:

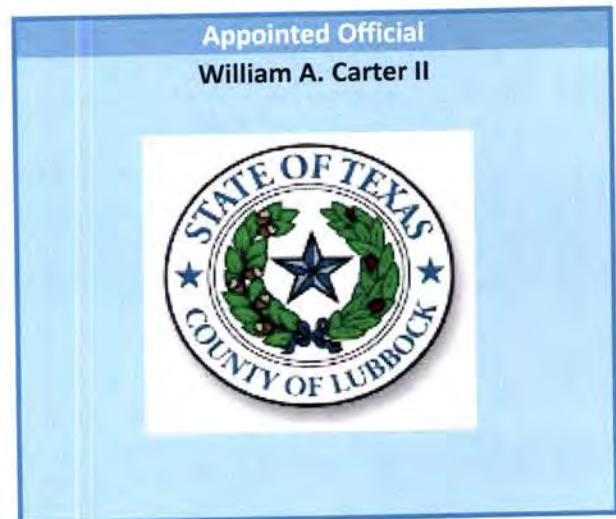
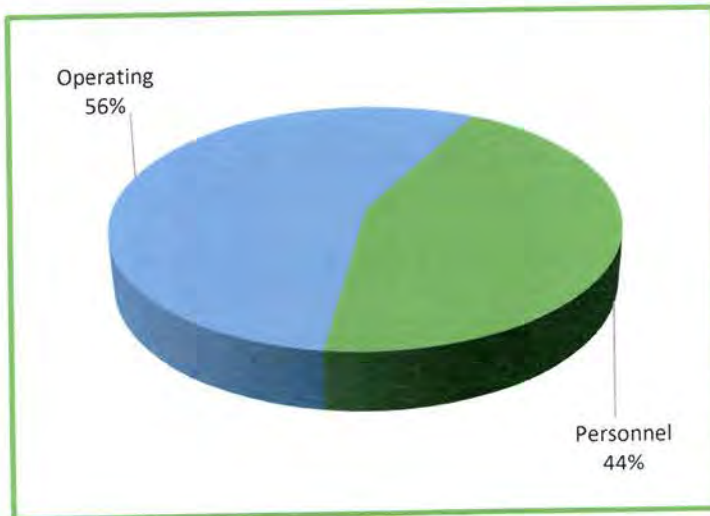
- * Continue to work with a larger population of juveniles than in recent past years.

Staff by Classification	FY16	FY17	FY18
Administrative	1	1	1
Professional	2	3	3
Public Safety	53	53	53
Clerical	1	1	1
Regular Part-Time	3	3	3

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	169,278	200,919	157,449
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	154,388	213,690	217,633
TOTAL REVENUE	\$ 323,666	\$ 414,609	\$ 375,082
EXPENDITURES			
Personnel	103,114	162,189	166,132
Operating	220,552	212,420	208,950
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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 103,113.79	\$ 162,189.00	\$ 166,132.00
Operating	\$ 220,552.00	\$ 212,420.00	\$ 208,950.00
Capital	\$ -	\$ 40,000.00	\$ -
Total Budget	\$ 323,665.79	\$ 414,609.00	\$ 375,082.00



Major Accomplishments in 2017:

- * 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 2018:

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

Staff by Classification	FY16	FY17	FY18
Trades & Technical	3	3	3

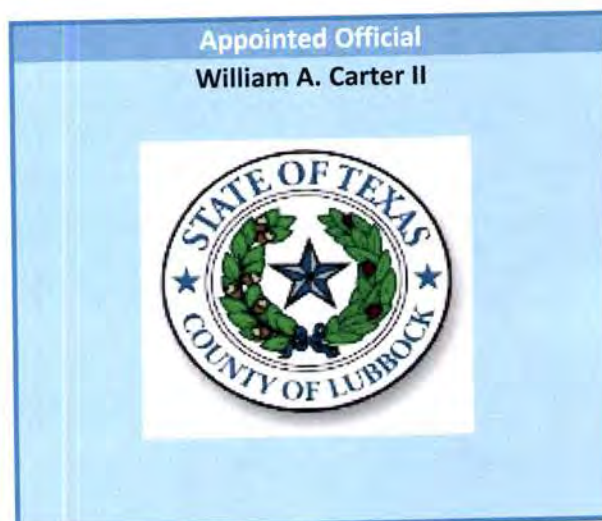
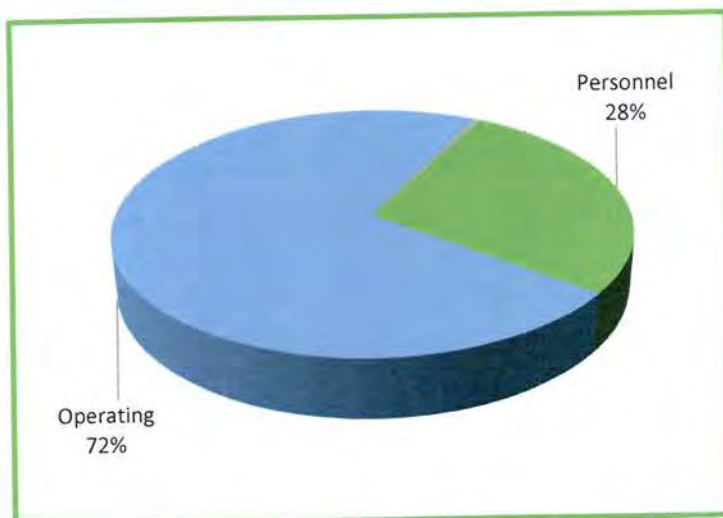
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE PROBATION

G/L 051

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	6,355	5,000	6,000
Fines/Forfeitures			
Interest	33,625	29,500	32,000
Other Revenue	1,031	792,551	800,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	5,171,747	6,000,000	6,000,000
TOTAL REVENUE	\$ 5,212,758	\$ 6,827,051	\$ 6,838,000
EXPENDITURES			
Personnel	1,627,350	1,865,926	1,914,429
Operating	268,144	379,420	395,594
Capital	-	-	33,500
OTHER SOURCES (USES)			
Transfers out	2,703,947	4,581,705	4,610,340
NET REVENUE (EXPENDITURES)	\$ 613,317	\$ -	\$ (115,863)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,029,524	1,642,841	1,642,841
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,642,841	\$ 1,642,841	\$ 1,526,978

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 1,627,350.03	\$ 1,865,926.00	\$ 1,914,429.00
Operating	\$ 2,972,090.63	\$ 4,961,125.00	\$ 5,005,934.00
Capital	\$ -	\$ -	\$ 33,500.00
Total Budget	\$ 4,599,440.66	\$ 6,827,051.00	\$ 6,953,863.00



Major Accomplishments in 2017:

- * 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 2018:

- * Develop a vocational education program designed to provide job skills to young adults by providing instruction in wood working, metal working, and nursing skills.
- * Continue to develop and implement a literacy program for youth and their parents served within the facility.

Performance Measures	FY15	FY16	FY17
Juveniles Served	23,840	25,080	26,517
Community Service Hours Performed	9,651	10,473	8,660
Staff by Classification	FY16	FY17	FY18
Appointed	1	1	1
Administrative	2	2	2
Professional	15	16	16
Trades & Technical	1	1	1
Public Safety	4	4	4
Clerical	4	3	3

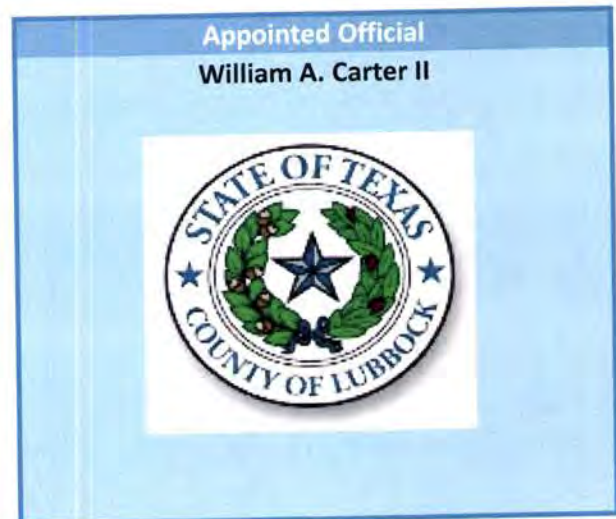
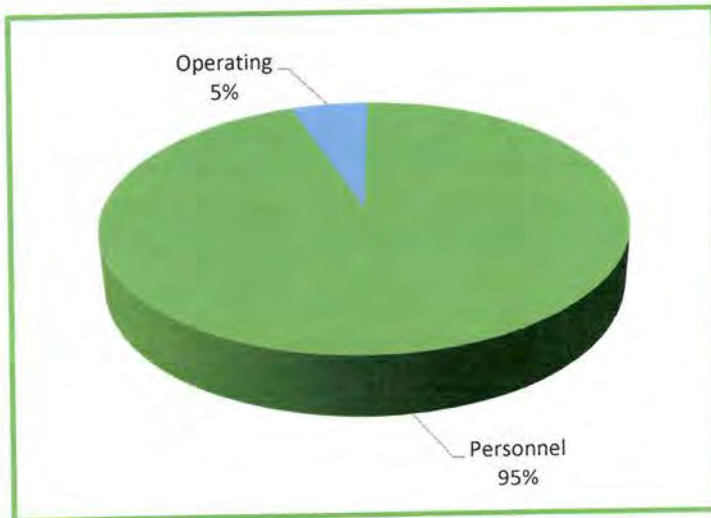
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
JUVENILE STAR PROGRAM

G/L 050

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	338,932	343,430	350,490
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	169,466	171,715	175,245
TOTAL REVENUE	\$ 508,397	\$ 515,145	\$ 525,735
EXPENDITURES			
Personnel	496,327	486,670	497,260
Operating	12,070	28,475	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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 496,326.94	\$ 486,670.00	\$ 497,260.00
Operating	\$ 12,070.48	\$ 28,475.00	\$ 28,475.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 508,397.42	\$ 515,145.00	\$ 525,735.00



Major Accomplishments in 2017:

- * 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 2018:

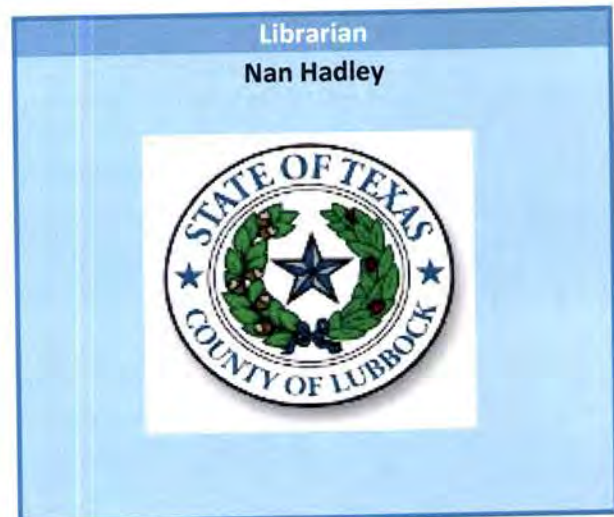
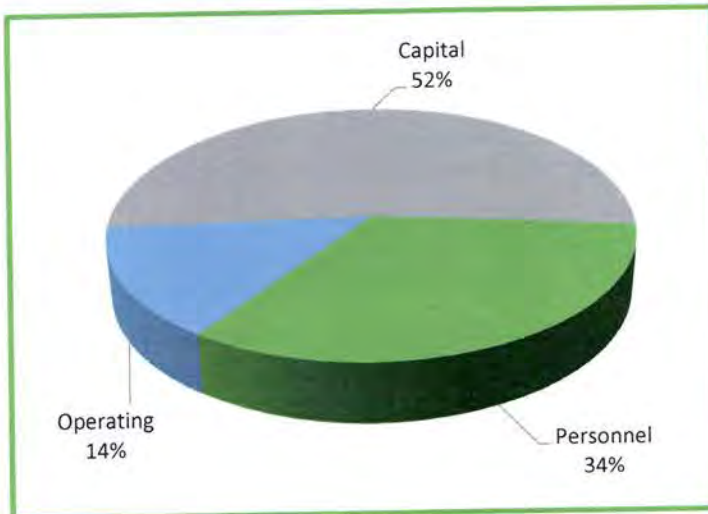
- * Continue to provide juveniles who have been expelled for any discretionary offense from their regular campus a place to continue their education.
- * Continue to work with "at-risk" youth who are referrals from their home campus or parents but not yet committed a delinquent act.
- * Begin more "service learning" programs.

Staff by Classification	FY16	FY17	FY18
Professional	1	0	0
Public Safety	8	8	8

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	170,242	175,600	172,000
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	651	785	500
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	5,000	7,639
TOTAL REVENUE	\$ 170,893	\$ 181,385	\$ 180,139
EXPENDITURES			
Personnel	51,785	60,931	61,833
Operating	28,809	25,600	26,365
Capital	90,421	98,744	96,841
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (122)	\$ (3,890)	\$ (4,900)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	10,368	10,246	6,356
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 10,246	\$ 6,356	\$ 1,456

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 51,784.84	\$ 60,931.00	\$ 61,833.00
Operating	\$ 28,808.84	\$ 25,600.00	\$ 26,365.00
Capital	\$ 90,421.08	\$ 98,744.00	\$ 96,841.00
Total Budget	\$ 171,014.76	\$ 185,275.00	\$ 185,039.00



Major Accomplishments in 2017:

- * Created and organized a special section for superseded criminal law materials.
- * Began work and made significant progress on creating a complete inventory and location guide for every title in the Law Library.
- * Organized superseded compact disc copies of legal print volumes, archiving those that no longer have legal relevance.

Goals for 2018:

- * 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.
- * Complete the inventory and location guide.
- * Continue to follow state legislation as it pertains to County Law Libraries, taking an active role in communicating our needs to relevant legislators.

Performance Measures	FY15	FY16	FY17
Library Patrons	5,349	4,501	4,318
Library Volumes	14,142	14,268	14,396
Texas Law Forms Distributed	747	748	856
Inmate Letters Answered	34	76	230
Staff by Classification	FY16	FY17	FY18
Professional	1	1	1

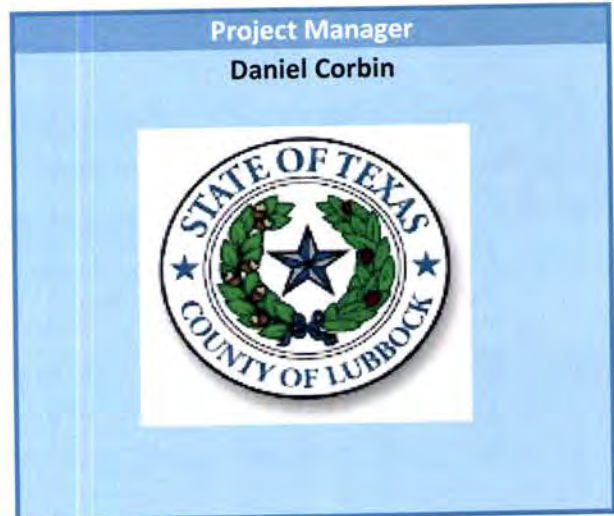
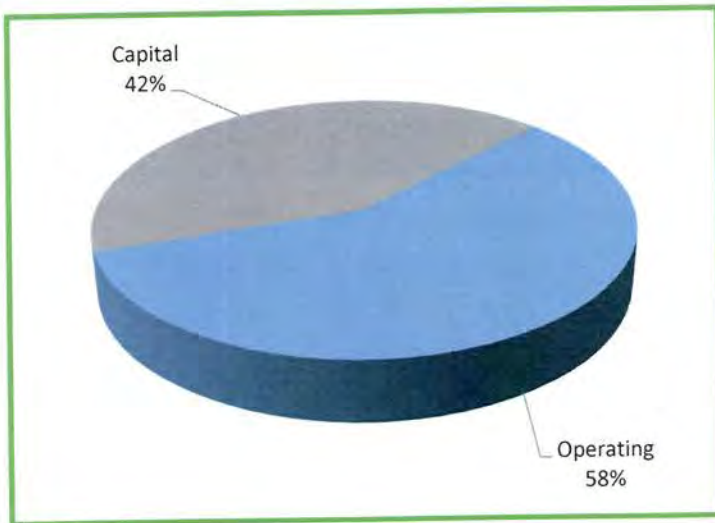
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LECD EMERGENCY COMMUNICATION GRANT

G/L 146

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	3,798	-	29,002
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 3,798	\$ -	\$ 29,002
EXPENDITURES			
Personnel	-	-	-
Operating	3,798	-	16,737
Capital	-	-	12,265
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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 3,798.00	\$ -	\$ 16,737.00	
Capital	\$ -	\$ -	\$ 12,265.00	
Total Budget	\$ 3,798.00	\$ -	\$ 29,002.00	



LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LEOSE SHERIFF

G/L 142

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	83,580	83,581	85,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,104	300	1,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 84,684	\$ 83,881	\$ 86,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	23,881	30,000
Capital	-	60,000	78,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 84,684	\$ -	\$ (22,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	84,684	84,684
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 84,684	\$ 84,684	\$ 62,684

Adopted Budget for the Fiscal Year 2017-2018					
	FY16 Actual		FY17 Estimates		FY 18 Budget
Personnel	\$	-	\$	-	\$ -
Operating	\$	-	\$	23,881.00	\$ 30,000.00
Capital	\$	-	\$	60,000.00	\$ 78,000.00
Total Budget	\$	-	\$	83,881.00	\$ 108,000.00



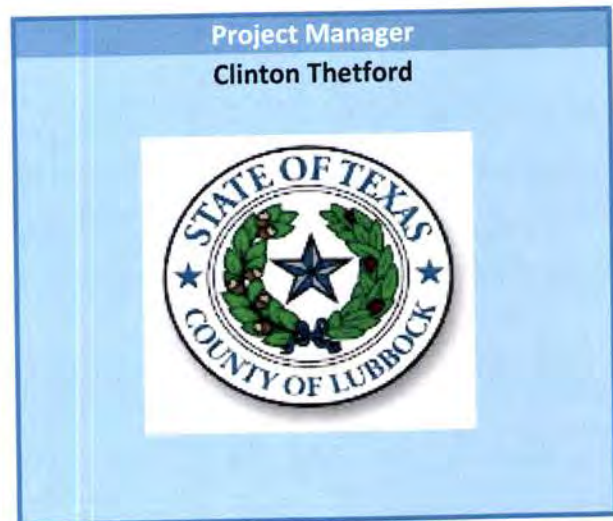
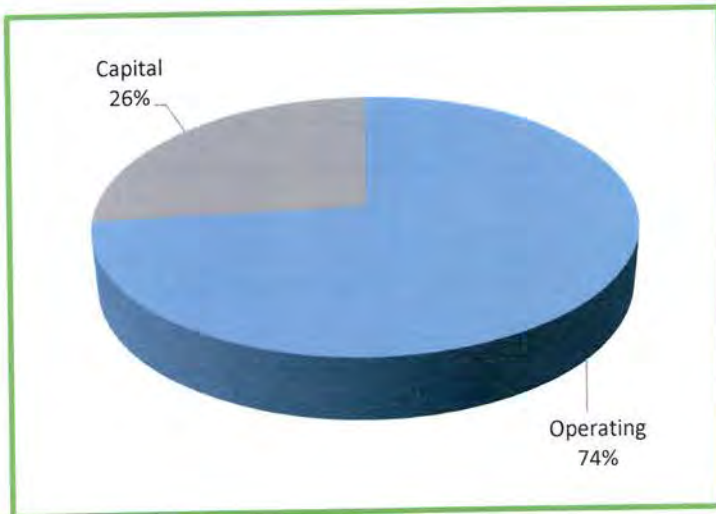
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
LEPC GRANT

G/L 088

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	92,663
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 92,663
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	68,163
Capital	-	-	24,500
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2016-2017				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 68,163.00	
Capital	\$ -	\$ -	\$ 24,500.00	
Total Budget	\$ 25.00	\$ -	\$ 92,663.00	



Major Accomplishments in 2017:

* N/A

Goals for 2018:

- * To obtain and provide to the public information on hazardous materials.
- * Provide continuing education to LEPC volunteers.
- * Provide needed response equipment to the Hazardous Materials Response Team.

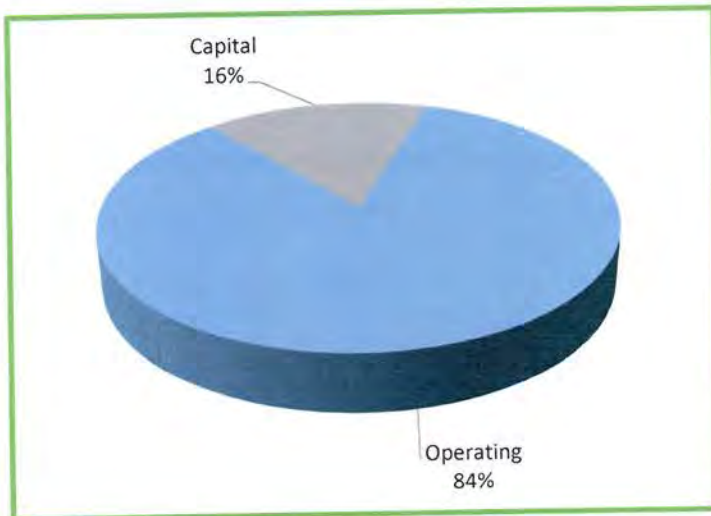
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
NEW ROAD

G/L 042

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	598,402	475,000	527,910
Fines/Forfeitures	-	-	-
Interest	16,448	11,300	11,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	1,500,000
TOTAL REVENUE	\$ 614,850	\$ 486,300	\$ 2,038,910
EXPENDITURES			
Personnel	-	-	-
Operating	460,466	550,000	2,350,000
Capital	-	223,011	450,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 154,384	\$ (286,711)	\$ (761,090)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	893,418	1,047,802	761,090
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,047,802	\$ 761,090	\$ -

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 460,465.78	\$ 550,000.00	\$ 2,350,000.00	
Capital	\$ -	\$ 223,011.40	\$ 450,000.00	
Total Budget	\$ 460,465.78	\$ 773,011.40	\$ 2,800,000.00	



Major Accomplishments in 2017:

- * 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.

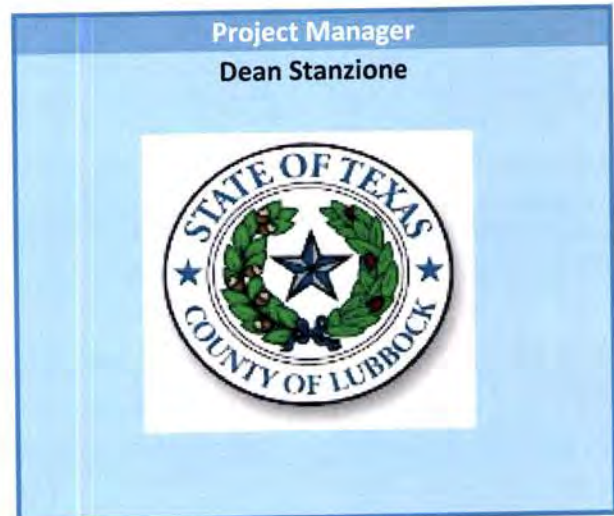
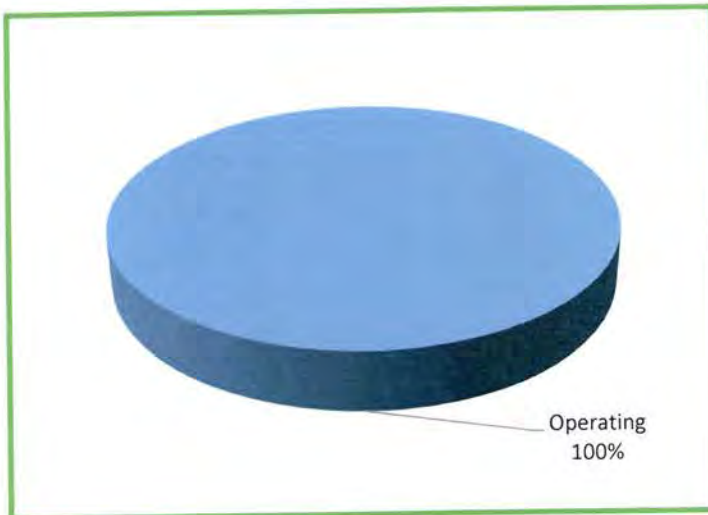
Goals for 2018:

- * 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.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	34,960	50,000	40,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	2,734	1,900	3,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 37,694	\$ 51,900	\$ 43,000
EXPENDITURES			
Personnel	-	-	-
Operating	8,667	100,000	100,000
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 29,026	\$ (48,100)	\$ (57,000)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	162,933	191,959	143,859
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 191,959	\$ 143,859	\$ 86,859

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 8,667.40	\$ 100,000.00	\$ 100,000.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 8,667.40	\$ 100,000.00	\$ 100,000.00	



Major Accomplishments in 2017:

* The new case access was launched and is now stable.

Goals for 2018:

* Continue improving case access and revamp courtroom technology.

Performance Measures	FY15	FY16	FY17
Number of Subscriptions	N/A	229	708

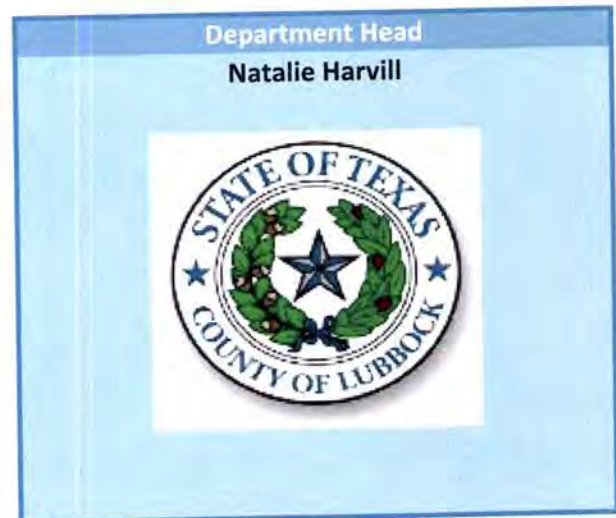
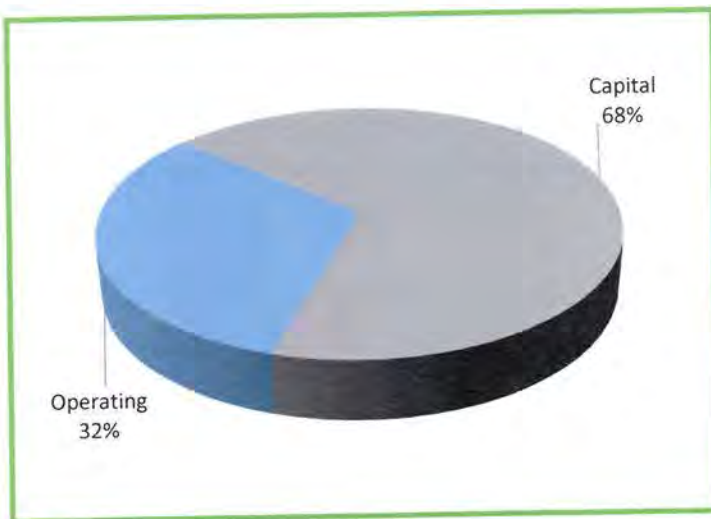
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
PERMANENT IMPROVEMENT

G/L 041

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 1,709,868	\$ 1,811,797	\$ 1,919,266
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	56,370	42,500	35,700
Other Revenue	483,732	483,732	483,732
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	1,000,000	-
TOTAL REVENUE	\$ 2,249,970	\$ 3,338,029	\$ 2,438,698
EXPENDITURES			
Personnel	-	-	-
Operating	636,227	906,735	1,407,200
Capital	1,316,619	3,454,266	3,031,300
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 297,124	\$ (1,022,972)	\$ (1,999,802)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,725,671	3,022,795	1,999,823
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 3,022,795	\$ 1,999,823	\$ 21

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$ -	\$ -
Operating	\$ 636,226.86	\$ 906,735.00	\$ 1,407,200.00
Capital	\$ 1,316,618.89	\$ 3,454,266.30	\$ 3,031,300.00
Total Budget	\$ 1,952,845.75	\$ 4,361,001.30	\$ 4,438,500.00



Major Accomplishments in 2017:

- * Completed the 4th Floor renovation at 916 Main, and renovations of the old jail into the Sheriff's Office Law Enforcement Center and 911 Emergency Dispatch Center.
- * Completed Phase I renovations of the old auto shop and storage warehouse at the Lubbock County Residential Treatment Center into a multi-functional classroom addition.
- * Completed new construction at the Lubbock County Juvenile Justice Center Courtroom and Juvenile Probation Office Addition.
- * Completed in-house remodel of 2 Pods at the Lubbock County Detention Center.
- * Completed in-house remodel of the 9th Floor at 916 Main to house the growing Regional Public Defenders Office.

Goals for 2018:

- * Full replacement of the intercom system at the Lubbock County Detention Center.
- * Begin renovation of the 2nd Floor at 916 Main and Phase II renovations at the Lubbock County Residential Treatment Center.
- * In-house remodel of: one complete pod, and shower and toilet areas of three pods at the Lubbock County Detention Center; and the 10th Floor at 916 Main.
- * Begin roof repairs/replacements of various Lubbock County buildings.
- * Complete replacement of elevators #4 and #5 at the Lubbock County Courthouse.
- * Replace the steam boilers at the Lubbock County Central Plant.

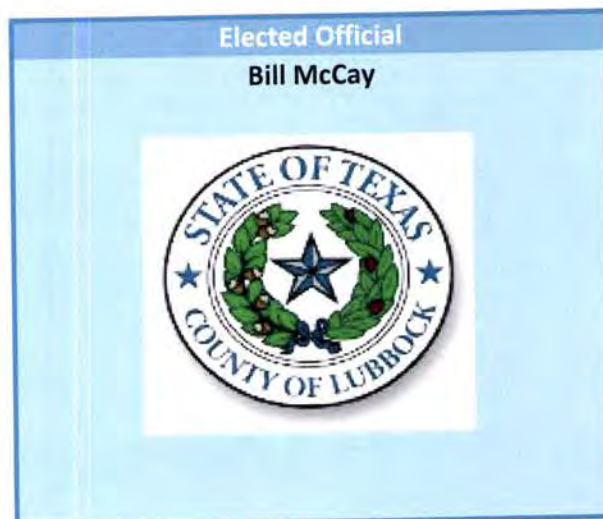
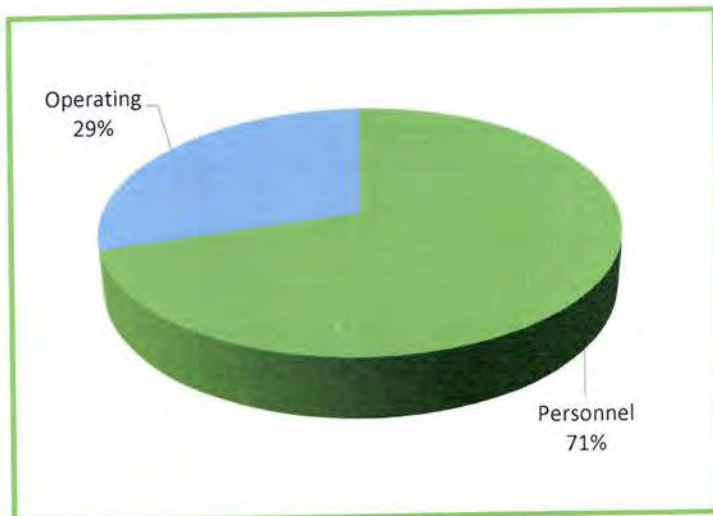
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
PRECINCT 1 PARK

G/L 031

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 85,493	\$ 90,611	\$ 90,611
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	8,435	6,090	8,000
Other Revenue	7,650	9,000	9,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 101,578	\$ 105,701	\$ 107,611
EXPENDITURES			
Personnel	69,219	74,043	76,083
Operating	9,059	26,658	31,528
Capital	-	5,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 23,300	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	534,775	558,075	558,075
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 558,075	\$ 558,075	\$ 558,075

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 69,218.69	\$ 74,043.00	\$ 76,083.00
Operating	\$ 9,059.27	\$ 26,658.00	\$ 31,528.00
Capital	\$ -	\$ 5,000.00	\$ -
Total Budget	\$ 78,277.96	\$ 105,701.00	\$ 107,611.00



Major Accomplishments in 2017:

- * Replaced some tables and chairs.
- * Installed an electronic fire monitoring system.

Goals for 2018:

- * Re-stripe the parking lot.
- * Install an electronic keyless door lock system.

Staff by Classification	FY16	FY17	FY18
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

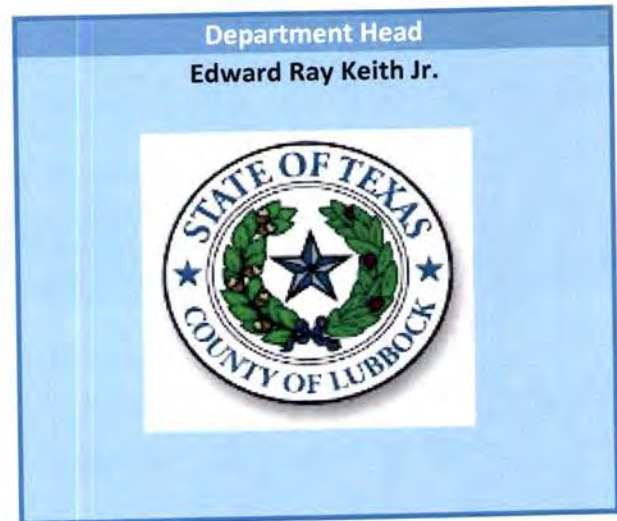
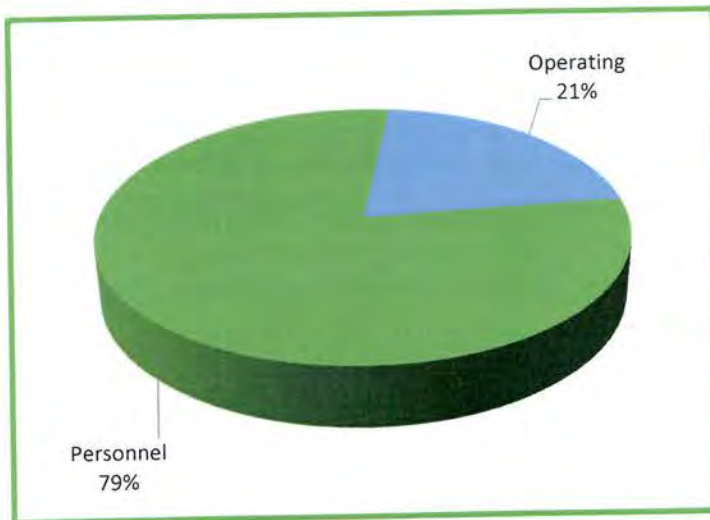
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
REGIONAL PUBLIC DEFENDER GRANT

G/L 113

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	5,341,106	4,149,788	5,388,494
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	16,149	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	84,051	84,051	127,877
TOTAL REVENUE	\$ 5,441,305	\$ 4,233,839	\$ 5,516,371
EXPENDITURES			
Personnel	3,809,969	4,043,630	4,347,054
Operating	735,301	792,897	1,169,317
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 896,035	\$ (602,688)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,595,605	2,491,640	1,888,952
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,491,640	\$ 1,888,952	\$ 1,888,952

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 177 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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 3,809,968.61	\$ 4,043,630.00	\$ 4,347,054.00
Operating	\$ 735,301.11	\$ 792,897.00	\$ 1,169,317.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 4,545,269.72	\$ 4,836,527.00	\$ 5,516,371.00



Major Accomplishments in 2017:

- * Had 177 counties join the program.
- * Closed 9 cases.
- * Completed one jury trial.

Goals for 2018:

- * Retain all 177 counties from prior year and try to add more.
- * IT switch.
- * Create a strategic plan.

Performance Measures	FY15	FY16	FY17
Cases Opened	13	14	6
Cases Closed	14	11	9
Staff by Classification	FY16	FY17	FY18
Appointed	21	21	21
Administrative	1	1	1
Professional	15	15	15
Public Safety	8	8	8
Clerical	10	10	10

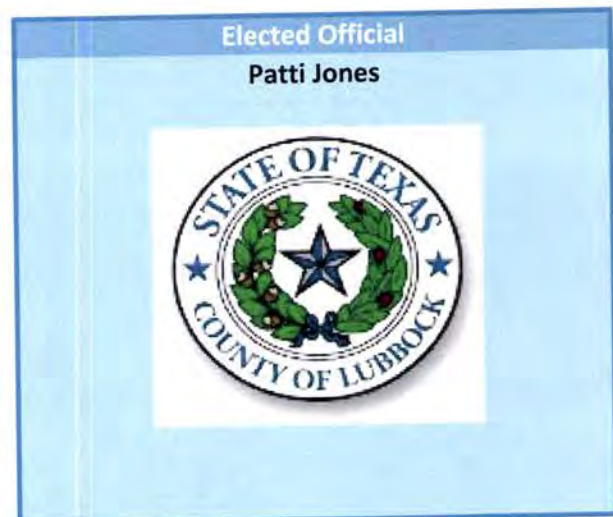
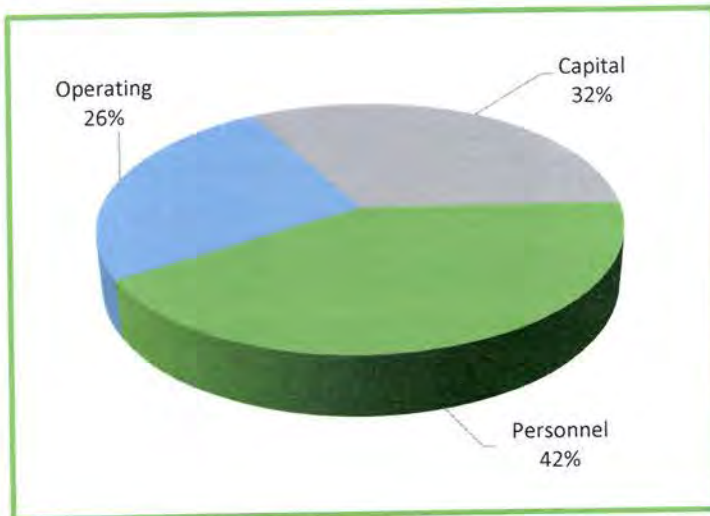
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHALLOWATER PARK

G/L 034

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 85,493	\$ 90,611	\$ 90,611
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	4,693	3,500	4,000
Other Revenue	2,000	2,400	2,000
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 92,186	\$ 96,511	\$ 96,611
EXPENDITURES			
Personnel	62,973	62,588	64,211
Operating	25,756	32,700	39,500
Capital	-	50,000	50,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 3,457	\$ (48,777)	\$ (57,100)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	293,556	297,012	248,235
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 297,012	\$ 248,235	\$ 191,135

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 62,973.16	\$ 62,588.00	\$ 64,211.00
Operating	\$ 25,756.32	\$ 32,700.00	\$ 39,500.00
Capital	\$ -	\$ 50,000.00	\$ 50,000.00
Total Budget	\$ 88,729.48	\$ 145,288.00	\$ 153,711.00



Major Accomplishments in 2017:

- * Revitalized grass and trees in park areas following several years of drought with fertilizer and weed control.
- * Worked with Little League to keep grass and area prepared for games.
- * Updated policies and procedures.

Goals for 2018:

- * Assist Shallowater Little League in either renovation or rebuilding of concession stand at ball park.
- * Continue fertilization schedule for grass and trees in all park areas.
- * Repair and repaint covered picnic tables and grill at Shallowater Community Center.

Staff by Classification	FY16	FY17	FY18
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

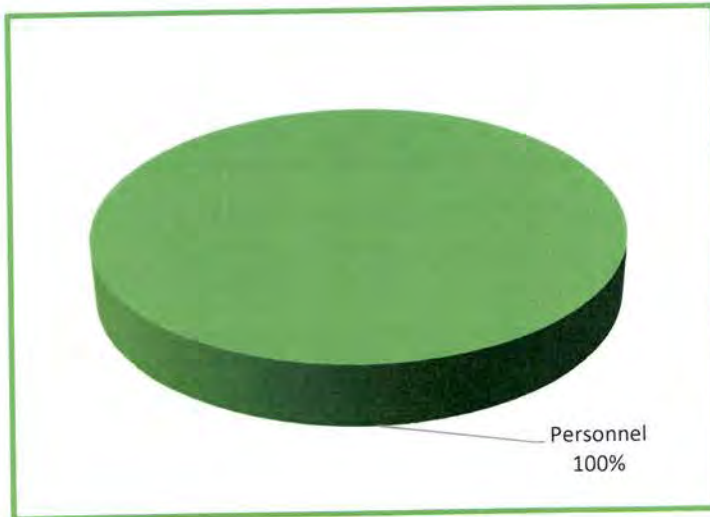
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SHERIFF COMMISSARY SALARY

G/L 145

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	513,007	517,073	588,405
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 513,007	\$ 517,073	\$ 588,405
EXPENDITURES			
Personnel	460,864	517,073	588,405
Operating	-	-	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 52,144	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	52,144	52,144
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 52,144	\$ 52,144	\$ 52,144

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 460,863.54	\$ 517,073.00	\$ 588,405.00
Operating	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 460,863.54	\$ 517,073.00	\$ 588,405.00

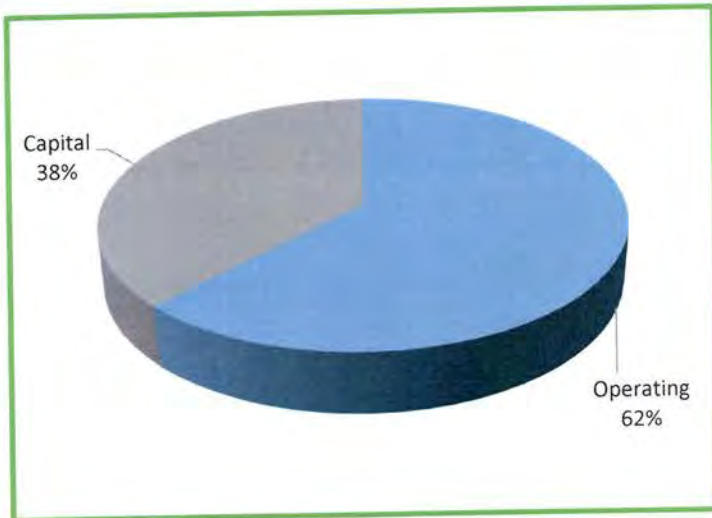


Staff by Classification	FY16	FY17	FY18
Professional	3	3	3
Trades & Technical	1	1	1
Public Safety	2	2	2
Clerical	1	1	1
Regular Part-Time	0	1	1

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	146,584	500,000	300,000
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	6,060	1,000	2,000
Other Revenue	34,614	10,000	10,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 187,258	\$ 511,000	\$ 312,000
EXPENDITURES			
Personnel	-	-	-
Operating	163,181	401,000	195,000
Capital	421,761	110,000	117,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (397,685)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	781,509	383,825	383,825
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 383,825	\$ 383,825	\$ 383,825

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 2017-2018			
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>
Personnel	\$ -	\$ -	\$ -
Operating	\$ 163,181.23	\$ 401,000.00	\$ 195,000.00
Capital	\$ 421,761.40	\$ 110,000.00	\$ 117,000.00
Total Budget	\$ 584,942.63	\$ 511,000.00	\$ 312,000.00



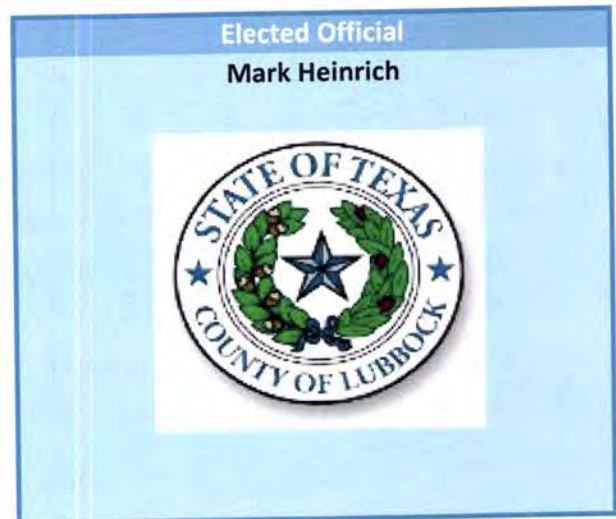
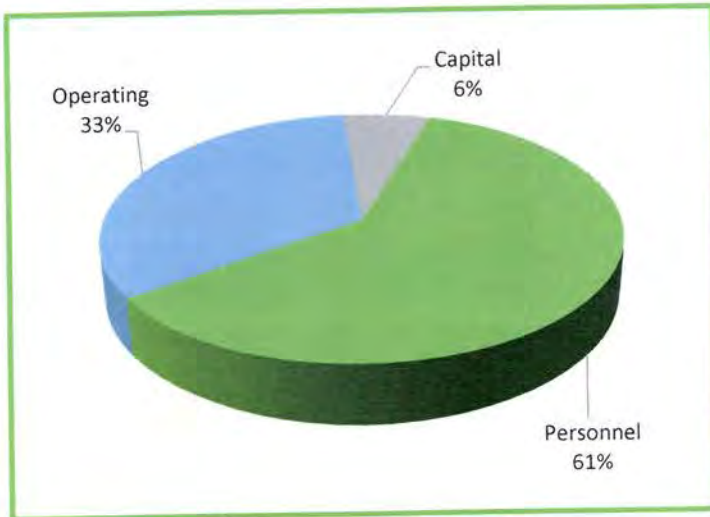
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
SLATON/ROOSEVELT PARK

G/L 032

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 85,493	\$ 90,611	\$ 90,611
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,508	2,300	2,000
Other Revenue	12,355	8,150	8,150
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 101,356	\$ 101,061	\$ 100,761
EXPENDITURES			
Personnel	66,579	104,367	107,049
Operating	64,812	50,460	59,100
Capital	12,308	20,000	11,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (42,343)	\$ (73,766)	\$ (76,388)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	192,498	150,155	76,389
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 150,155	\$ 76,389	\$ 1

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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 66,578.87	\$ 104,367.00	\$ 107,049.00
Operating	\$ 64,811.85	\$ 50,460.00	\$ 59,100.00
Capital	\$ 12,308.40	\$ 20,000.00	\$ 11,000.00
Total Budget	\$ 143,699.12	\$ 174,827.00	\$ 177,149.00



Major Accomplishments in 2017:

- * Drilled two water wells.
- * Seal-coated park streets.

Goals for 2018:

- * Plant trees in park.
- * Construct a veteran's park where the American Legion once stood.

Staff by Classification	FY16	FY17	FY18
Trades & Technical	1	1	1
Regular Part-Time	1	1	1

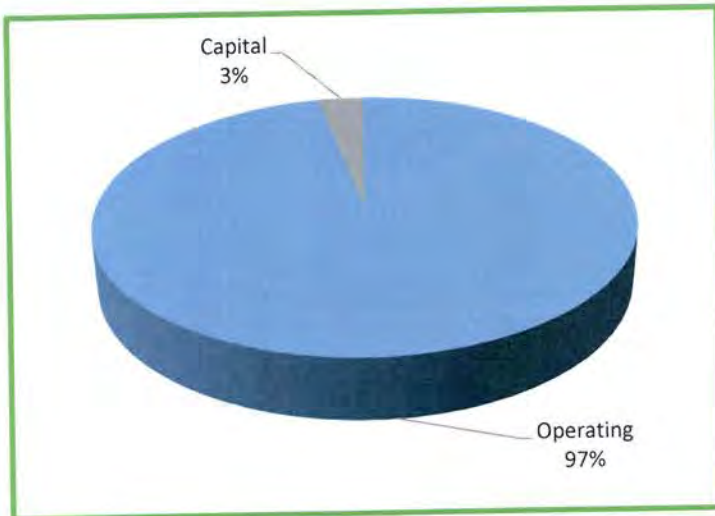
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TAG GRANT

G/L 150

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	1,151,331
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 1,151,331
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	1,115,331
Capital	-	-	36,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2016-2017				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 1,115,331.00	
Capital	\$ -	\$ -	\$ 36,000.00	
Total Budget	\$ -	\$ -	\$ 1,151,331.00	



Major Accomplishments in 2017:

* N/A

Goals for 2018:

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

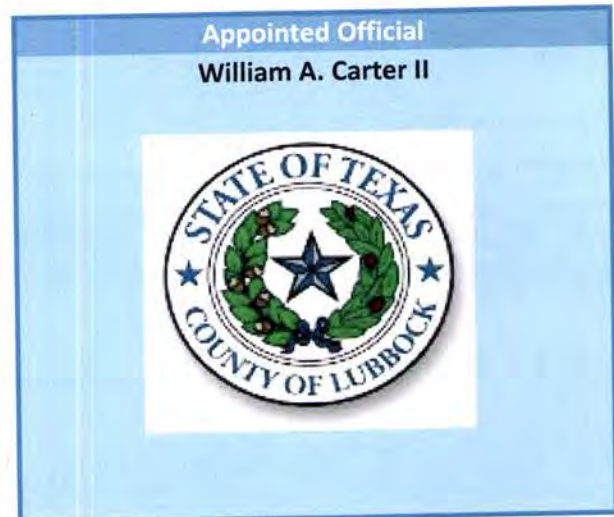
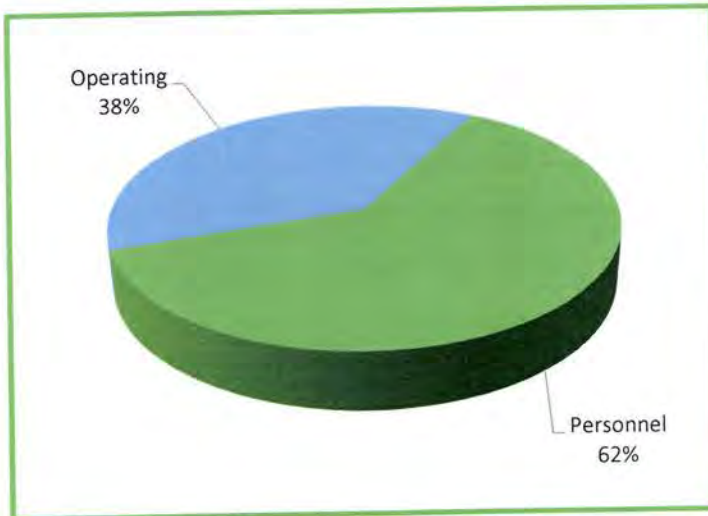
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
TJJD (A) JUVENILE PROBATION COMMISSION GRANT

G/L 054

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	1,715,540	1,691,506	1,639,726
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	38,057	363,986	429,162
TOTAL REVENUE	\$ 1,753,597	\$ 2,055,492	\$ 2,068,888
EXPENDITURES			
Personnel	975,446	1,266,855	1,283,251
Operating	778,150	788,637	785,637
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 975,446.47	\$ 1,266,855.00	\$ 1,283,251.00
Operating	\$ 778,150.29	\$ 788,637.00	\$ 785,637.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 1,753,596.76	\$ 2,055,492.00	\$ 2,068,888.00



Major Accomplishments in 2017:

- * 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 2018:

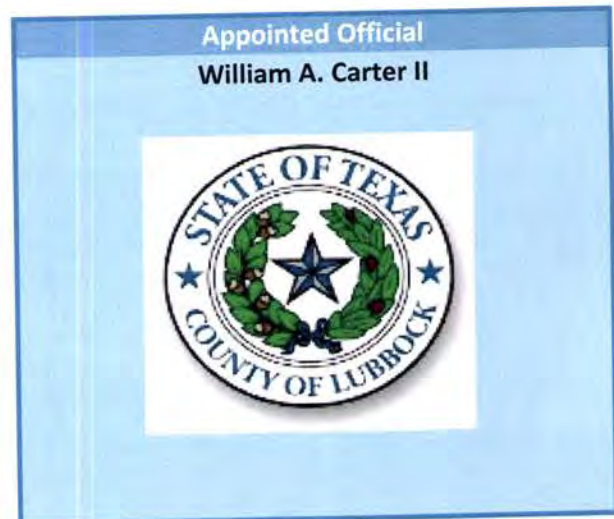
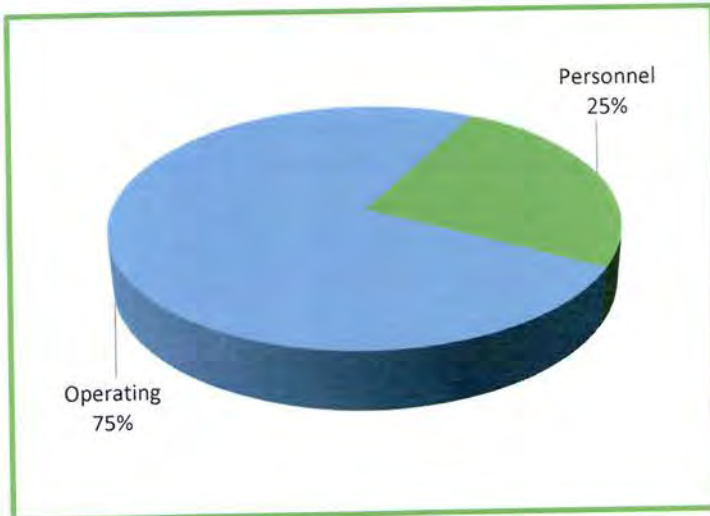
- * Continue to work with an ever decreasing state funding stream.

Staff by Classification	FY16	FY17	FY18
Professional	8	8	8
Public Safety	6	6	6

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	36,855	99,000	99,000
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	112,067	171,526	173,422
TOTAL REVENUE	\$ 148,921	\$ 270,526	\$ 272,422
EXPENDITURES			
Personnel	72,255	66,126	68,022
Operating	76,667	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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 72,254.66	\$ 66,126.00	\$ 68,022.00
Operating	\$ 76,666.80	\$ 204,400.00	\$ 204,400.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 148,921.46	\$ 270,526.00	\$ 272,422.00



Major Accomplishments in 2017:

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

Goals for 2018:

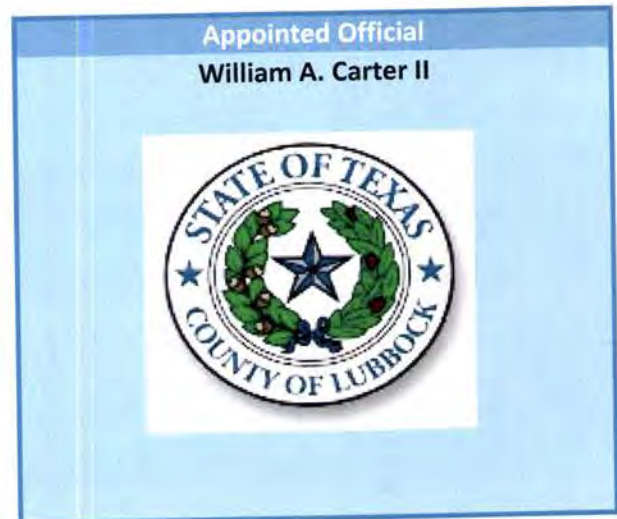
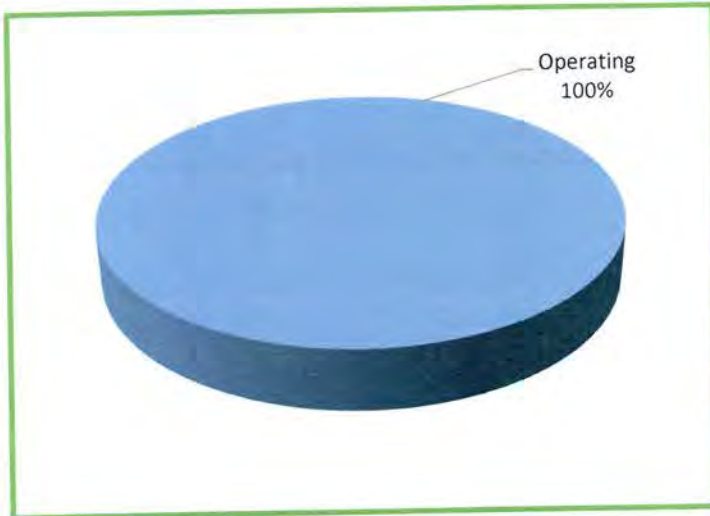
* Continue to screen juveniles for eligibility to be placed utilizing these federal funding streams.

Staff by Classification	FY16	FY17	FY18
Professional	1	1	1

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	90,432	23,853	23,853
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 90,432	\$ 23,853	\$ 23,853
EXPENDITURES			
Personnel	-	-	-
Operating	90,432	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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 90,432.00	\$ 23,853.00	\$ 23,853.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 90,432.00	\$ 23,853.00	\$ 23,853.00	



Major Accomplishments in 2017:

- * Continued to provide juveniles who have been expelled for any mandatory offense from their regular campus a place to continue their education.
- * Facilitated moving the operations of the JJAEP from the LISD DAEP campus back to the JJAEP site at LCJJC.

Goals for 2018:

- * 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 (S) PREVENTION/INTERVENTION GRANT

G/L 049

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	17,819	60,000	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 17,819	\$ 60,000	\$ -
EXPENDITURES			
Personnel	15,720	54,439	-
Operating	2,100	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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ 15,719.67	\$ 54,439.00	\$ -	
Operating	\$ 2,099.78	\$ 5,561.00	\$ -	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 17,819.45	\$ 60,000.00	\$ -	

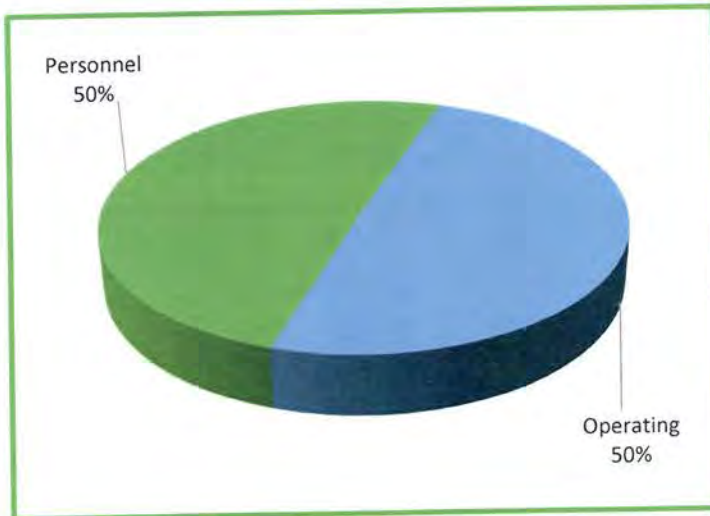


Staff by Classification	FY16	FY17	FY18
Clerical	0	1	0

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	55,517	73,000	125,000
Fees	739	500	500
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	23,054	28,200	50,000
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 79,310	\$ 101,700	\$ 175,500
EXPENDITURES			
Personnel	40,304	47,134	88,565
Operating	39,006	54,566	86,935
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 2017-2018			
	FY16 Actual	FY17 Estimates	FY 18 Budget
Personnel	\$ 40,304.21	\$ 47,134.00	\$ 88,565.00
Operating	\$ 39,005.79	\$ 54,566.00	\$ 86,935.00
Capital	\$ -	\$ -	\$ -
Total Budget	\$ 79,310.00	\$ 101,700.00	\$ 175,500.00



Major Accomplishments in 2017:

- * Increased attendance at AgLaw (co-sponsorship).
- * Resolved first RMA mediation in several years, and mentioned at AgLaw.

Goals for 2018:

- * Equitable funding with other states.
- * Expand outreach with private sector credit institutions.

Staff by Classification	FY16	FY17	FY18
Clerical	1	1	2

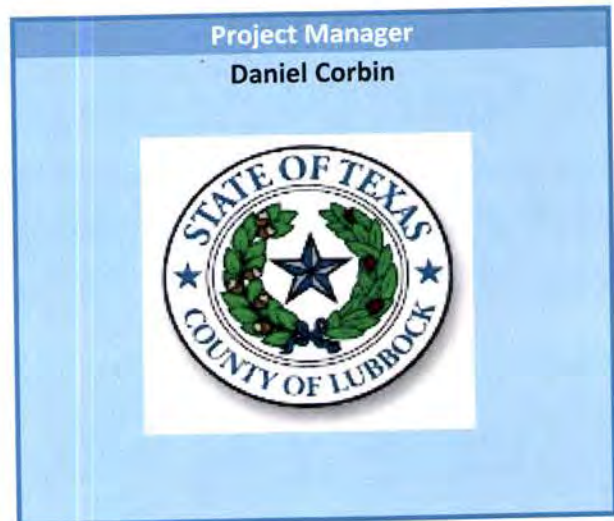
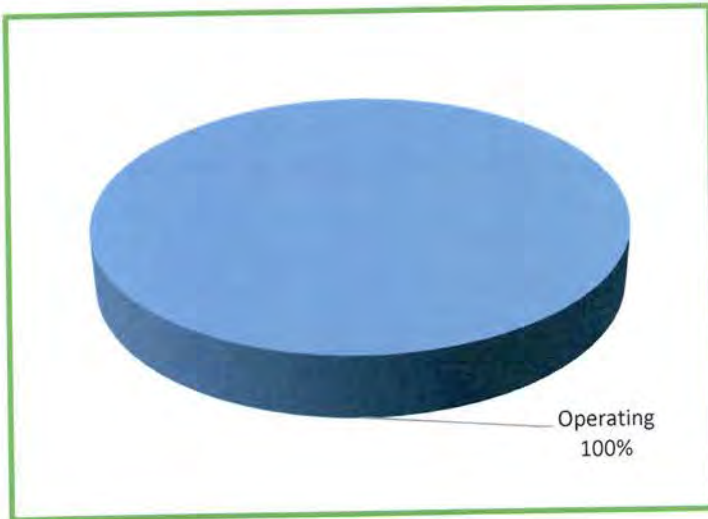
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
VINE GRANT

G/L 126

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	27,715	-	27,716
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 27,715	\$ -	\$ 27,716
EXPENDITURES			
Personnel	-	-	-
Operating	27,715	-	27,716
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

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

Adopted Budget for the Fiscal Year 2017-2018				
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 27,715.32	\$ -	\$ 27,716.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 27,715.32	\$ -	\$ 27,716.00	



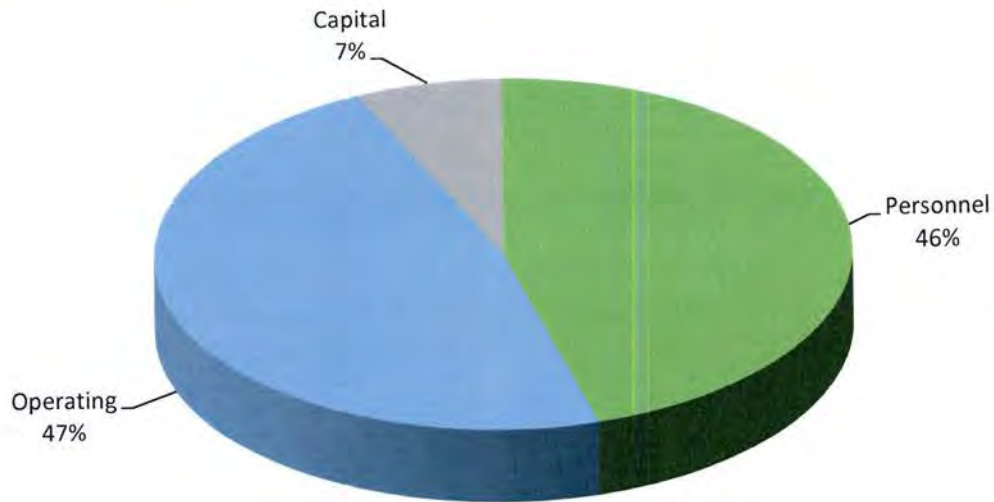
Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



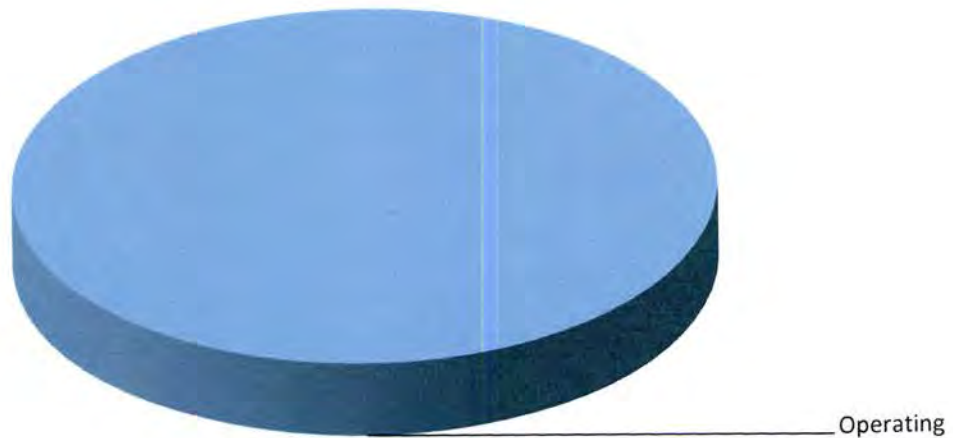
Debt Service Funds
Revenue & Expenditure
Summaries

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

These funds are used to accumulate monies for payment of debt service on general obligation bonds, tax notes and certificates of obligation which are due in annual installments. Property tax is levied to finance the debt service.



Total Budget All Funds



All Debt Service Funds

LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2007

G/L 203

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 6,051,106	\$ 6,400,410	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	25,974	22,000	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 6,077,079	\$ 6,422,410	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	6,317,575	6,422,410	-
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (240,496)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,054,430	813,935	813,935
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 813,935	\$ 813,935	\$ 813,935

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 2017-2018				
	<u>FY16 Actual</u>	<u>FY17 Estimates</u>	<u>FY 18 Budget</u>	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 6,317,575.00	\$ 6,422,410.00	\$ -	-
Capital	\$ -	\$ -	\$ -	-
Total Budget	\$ 6,317,575.00	\$ 6,422,410.00	\$ -	-



Major Accomplishments in 2017:

* Paid off debt liability.

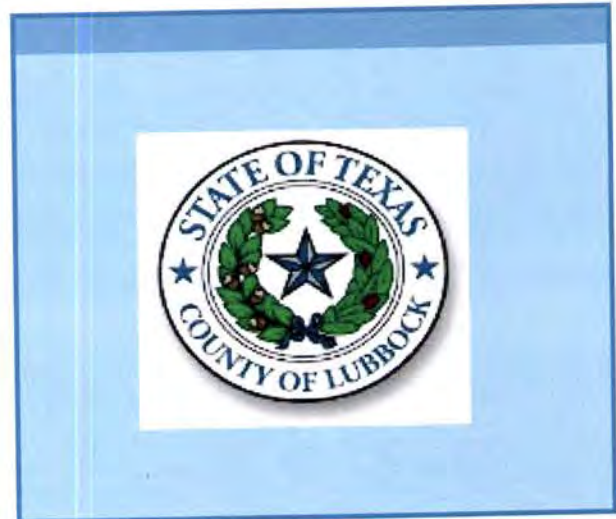
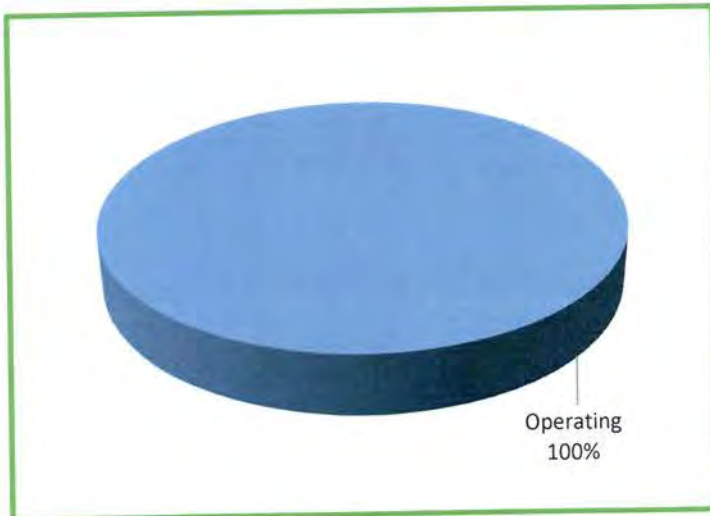
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013

G/L 206

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 170,222	\$ 178,322	\$ 178,827
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	3,455	2,000	2,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 173,677	\$ 180,322	\$ 180,827
EXPENDITURES			
Personnel	-	-	-
Operating	173,200	180,322	180,827
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 477	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	177,159	177,636	177,636
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 177,636	\$ 177,636	\$ 177,636

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 173,200.00	\$ 180,322.00	\$ 180,827.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 173,200.00	\$ 180,322.00	\$ 180,827.00	



Major Accomplishments in 2017:

- * Met debt service requirements.

Goals for 2018:

- * To continue to meet debt service requirements.

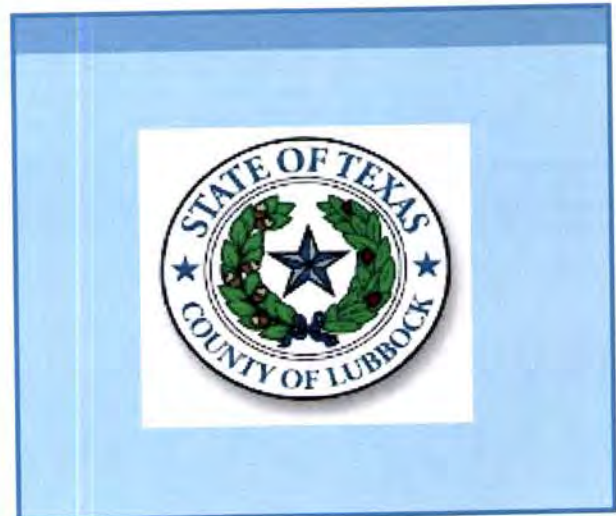
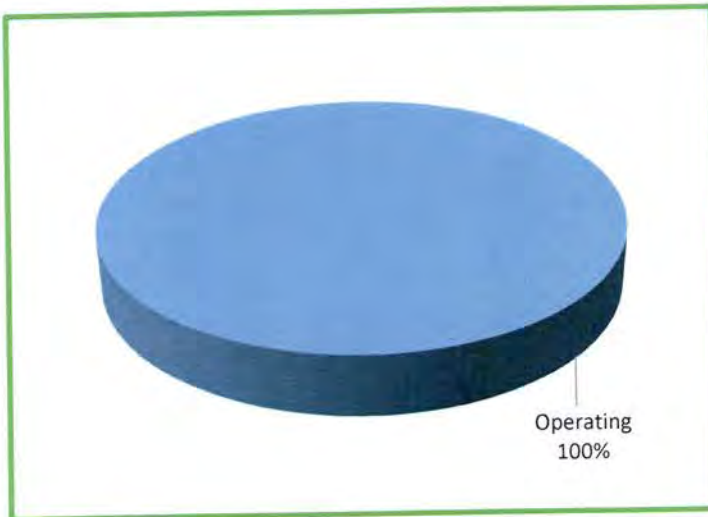
LUBBOCK COUNTY, TEXAS
FINANCIAL SUMMARY
GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016

G/L 201

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ 5,869,786
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	5,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ -	\$ -	\$ 5,874,786
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	5,874,786
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ -	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	-	-	-
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

The Debt Service Funds are used to accumulate monies for payment of debt service on general obligation bonds, certificates of obligation and tax notes which are due in annual installments. Property tax is levied to finance the debt service.

Adopted Budget for the Fiscal Year 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ 5,874,786.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ -	\$ -	\$ 5,874,786.00	



Major Accomplishments in 2017:

* Refunded General Obligation Refunding Bonds, Series 2007 reducing interest costs and saving the County approximately \$3,525,000.

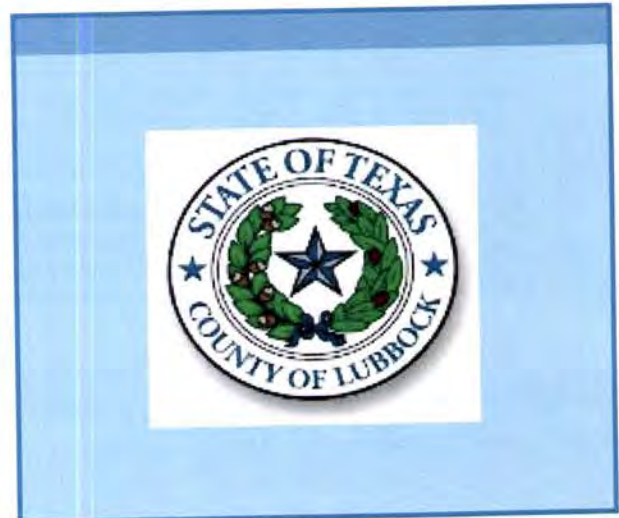
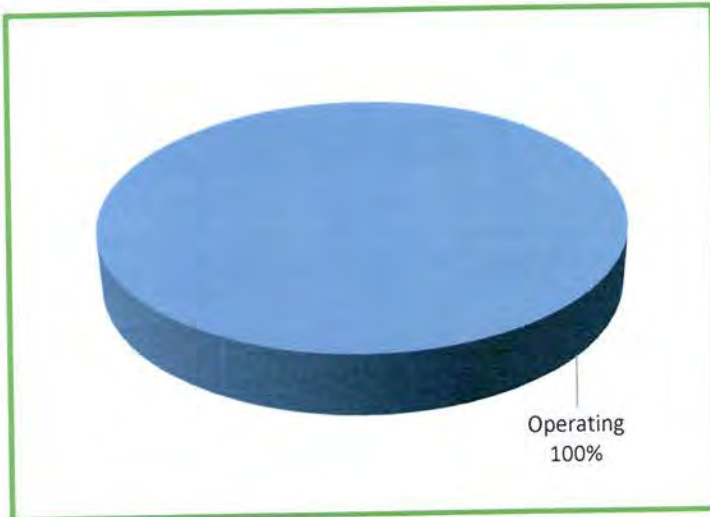
Goals for 2018:

* To continue to meet debt service requirements.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ 1,240,322	\$ 1,255,989	\$ 1,274,007
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	1,685	2,000	2,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 1,242,007	\$ 1,257,989	\$ 1,276,007
EXPENDITURES			
Personnel	-	-	-
Operating	1,243,025	1,257,989	1,276,007
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (1,018)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	3,706	2,688	2,688
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 2,688	\$ 2,688	\$ 2,688

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 1,243,025.00	\$ 1,257,989.00	\$ 1,276,007.00	
Capital	\$ -	\$ -	\$ -	
Total Budget	\$ 1,243,025.00	\$ 1,257,989.00	\$ 1,276,007.00	



Major Accomplishments in 2017:

- * Met debt service requirements.

Goals for 2018:

- * To continue to meet debt service requirements.

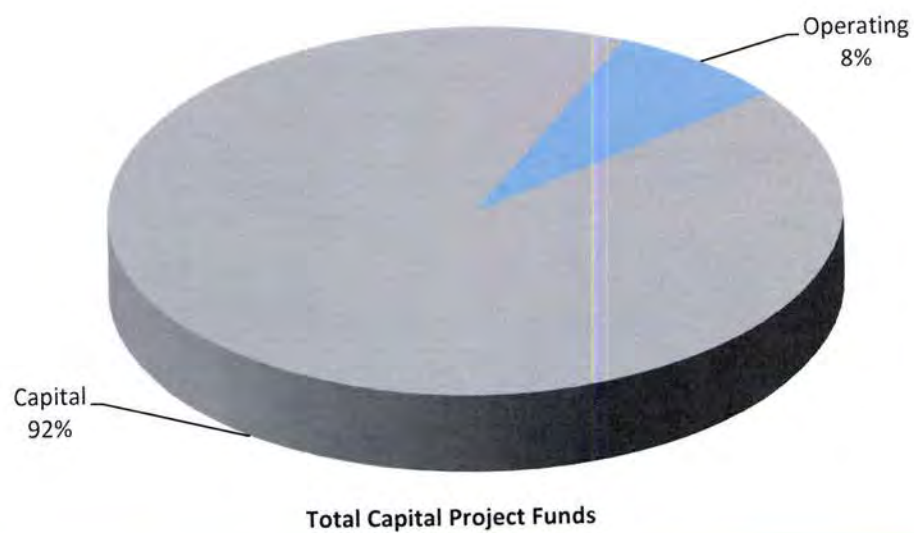
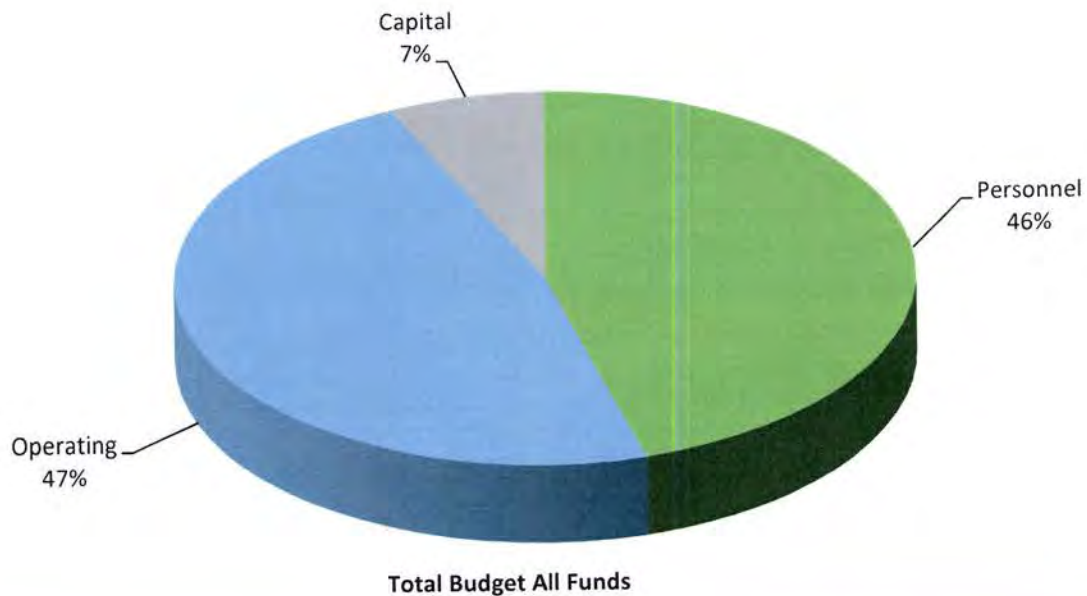
Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



Capital Project Funds
Revenue & Expenditure
Summaries

LUBBOCK COUNTY, TEXAS
TOTAL BUDGET ALL FUNDS vs. TOTAL CAPITAL PROJECT FUNDS

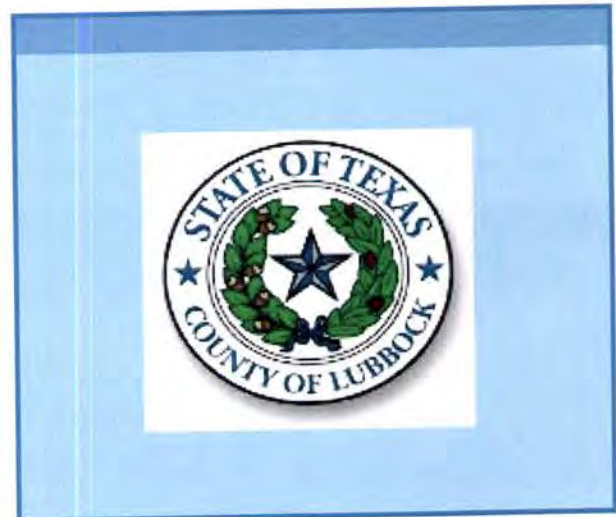
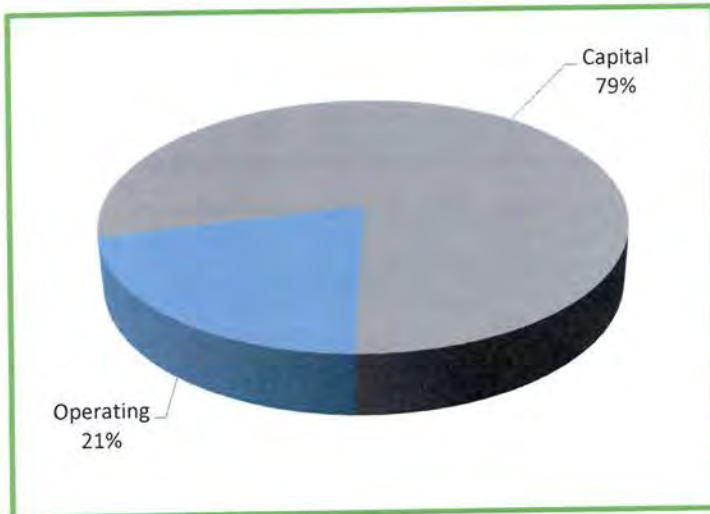
Capital Project Funds are a type of Governmental Fund that are used for the acquisition or construction of general fixed assets.



	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	34,510	20,000	5,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 34,510	\$ 20,000	\$ 5,000
EXPENDITURES			
Personnel	-	-	-
Operating	53,201	200,000	195,590
Capital	1,031,307	693,831	735,000
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (1,049,997)	\$ (873,831)	\$ (925,590)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	2,849,419	1,799,421	925,590
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,799,421	\$ 925,590	\$ -

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ 53,200.91	\$ 200,000.00	\$ 195,590.00	
Capital	\$ 1,031,306.66	\$ 693,831.00	\$ 735,000.00	
Total Budget	\$ 1,084,507.57	\$ 893,831.00	\$ 930,590.00	



Major Accomplishments in 2017:

- * Completed Phase I renovations of the old auto shop and storage warehouse at the Lubbock County Residential Treatment Center into a multi-functional classroom addition.

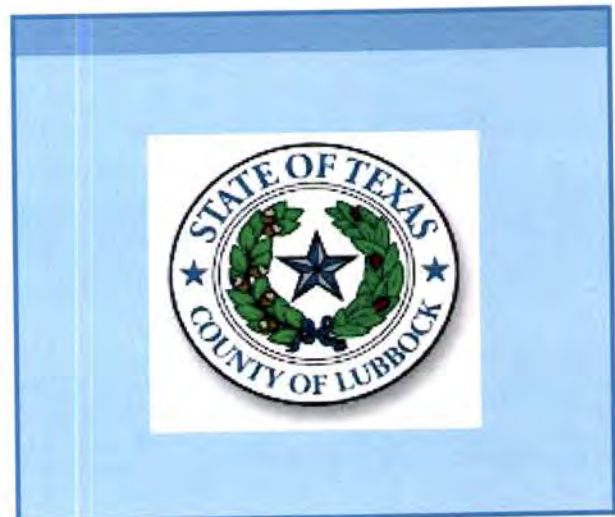
Goals for 2018:

- * Begin Phase II renovations at the Lubbock County Residential Treatment Center.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	-	-	2,000
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	408,117	406,169	1,141,000
TOTAL REVENUE	\$ 408,117	\$ 406,169	\$ 1,143,000
EXPENDITURES			
Personnel	-	-	-
Operating	-	-	-
Capital	-	406,169	1,551,117
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 408,117	\$ -	\$ (408,117)
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance		408,117	408,117
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 408,117	\$ 408,117	\$ -

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	
Operating	\$ -	\$ -	\$ -	
Capital	\$ -	\$ 406,169.00	\$ 1,551,117.00	
Total Budget	\$ -	\$ 406,169.00	\$ 1,551,117.00	



Major Accomplishments in 2017:

- * Completed Phase I renovations of the old auto shop and storage warehouse at the Lubbock County Residential Treatment Center into a multi-functional classroom addition.

Goals for 2018:

- * Begin Phase II renovations at the Lubbock County Residential Treatment Center.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	19,707	-	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 19,707	\$ -	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	119,842	-	-
Capital	3,927,417	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ (4,027,551)	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	4,033,099	5,548	5,548
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 5,548	\$ 5,548	\$ 5,548

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ 119,841.74	\$ -	\$ -	-
Capital	\$ 3,927,416.87	\$ -	\$ -	-
Total Budget	\$ 4,047,258.61	\$ -	\$ -	-



Major Accomplishments in 2017:

* Completed the 4th Floor renovation at 916 Main, and renovations of the old jail into the Sheriff's Office Law Enforcement Center and 911 Emergency Dispatch Center.

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	5,238	5,000	-
Other Revenue	-	-	-
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	3,785,679	1,600,000	-
TOTAL REVENUE	\$ 3,790,917	\$ 1,605,000	\$ -
EXPENDITURES			
Personnel	-	-	-
Operating	-	850,000	-
Capital	2,702,008	1,835,000	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 1,088,908	\$ (1,080,000)	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance		1,088,908	8,908
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 1,088,908	\$ 8,908	\$ 8,908

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 2017-2018				
	FY16 Actual	FY17 Estimates	FY 18 Budget	
Personnel	\$ -	\$ -	\$ -	-
Operating	\$ -	\$ 850,000.00	\$ -	-
Capital	\$ 2,702,008.35	\$ 1,835,000.00	\$ -	-
Total Budget	\$ 2,702,008.35	\$ 2,685,000.00	\$ -	-



Major Accomplishments in 2017:

* Completed the 4th Floor renovation at 916 Main, and renovations of the old jail into the Sheriff's Office Law Enforcement Center and 911 Emergency Dispatch Center.

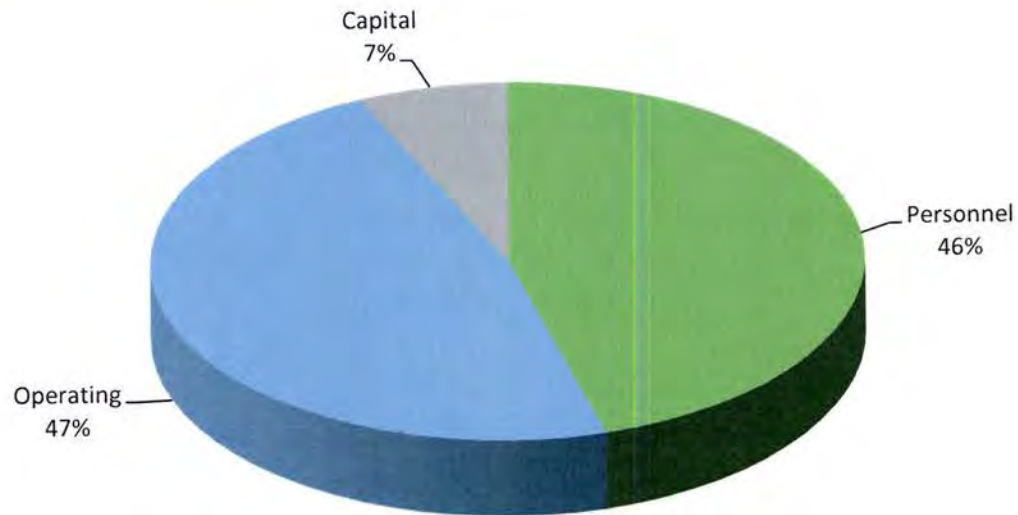
Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



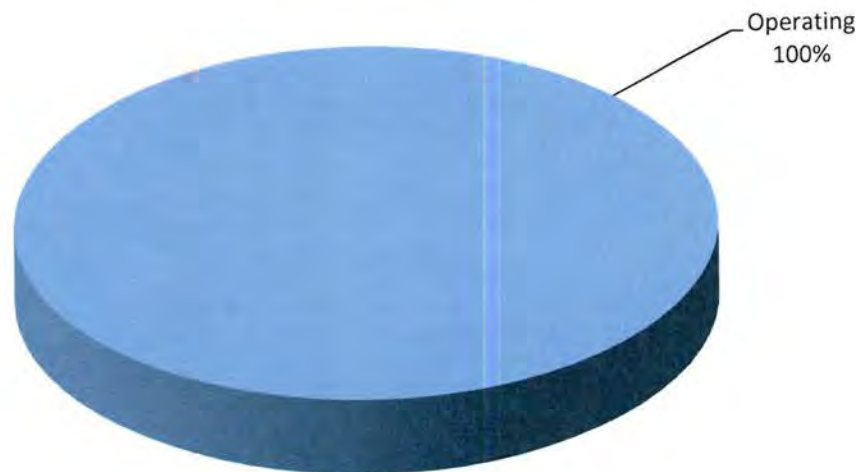
Internal Service Funds
Revenue & Expenditure
Summaries

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.



Total Budget All Funds

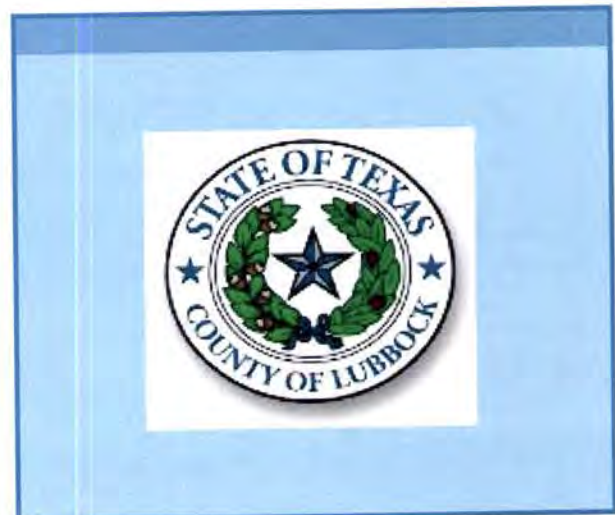
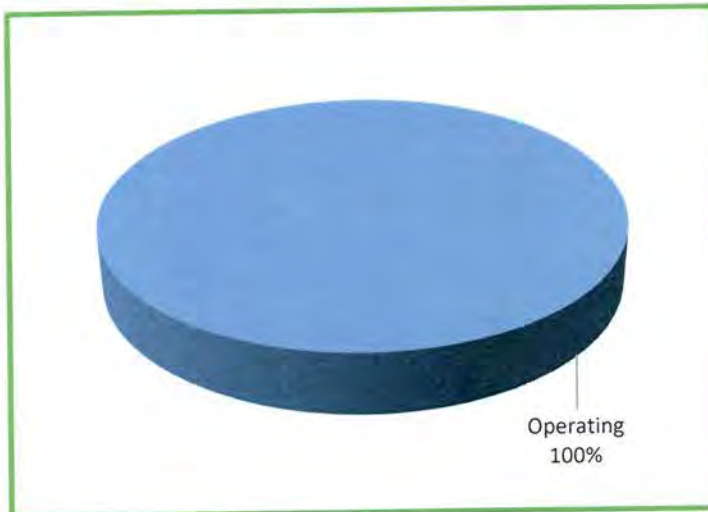


Total Internal Service Funds

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	60,229	29,427	50,000
Other Revenue	12,871,226	10,936,000	11,143,510
Licenses/Permits	-	-	-
OTHER REVENUE SOURCES			
Transfers In	-	-	-
TOTAL REVENUE	\$ 12,931,454	\$ 10,965,427	\$ 11,193,510
EXPENDITURES			
Personnel	-	-	-
Operating	10,183,387	10,965,427	11,193,510
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 2,748,068	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	1,672,972	4,421,040	4,421,040
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 4,421,040	\$ 4,421,040	\$ 4,421,040

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 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 10,183,386.72	\$	10,965,427.00	\$ 11,193,510.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ 10,183,386.72	\$	10,965,427.00	\$ 11,193,510.00



Major Accomplishments in 2017:

- * Negotiated a multi-year agreement with Aetna and secured additional discounts through the County hospital and TeamChoice EPO.
- * Negotiated a multi-year agreement with the PBM-Pharmacy Benefit Manager.
- * Maintained the premiums, plan design and deductibles/maximum out-of-pockets at the same rate.
- * Lowered stop loss premiums by 27% for FY18.
- * Educated workforce on the true cost of seeking care at a "Pop-Up" ER.
- * Increase Basic Life & ADD coverage to \$40,000.

Goals for 2018:

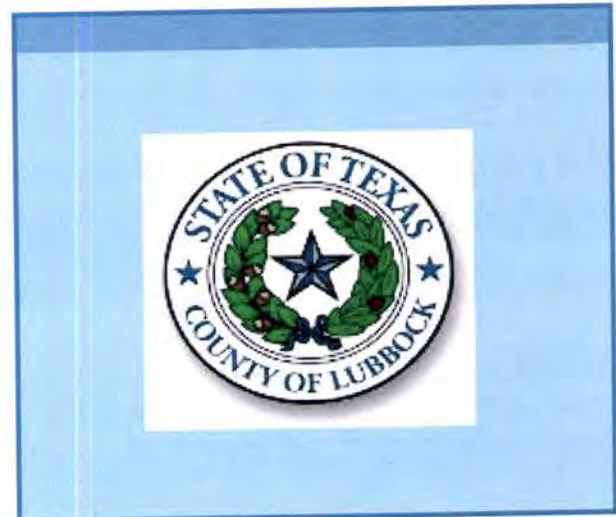
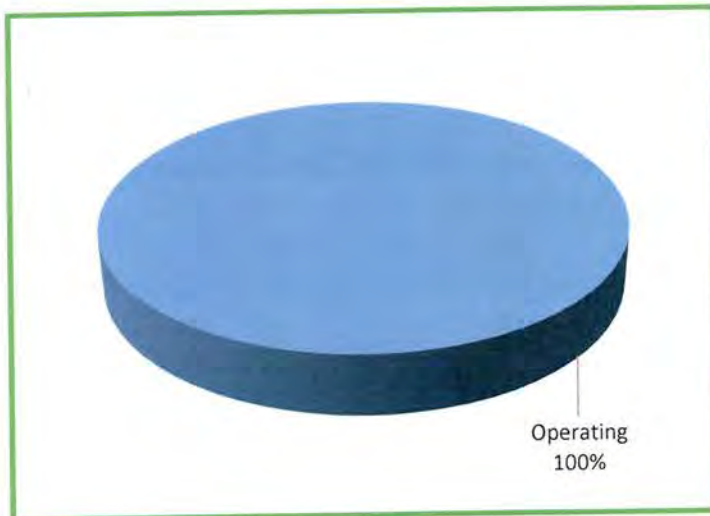
- * Introduce TelaDoc which gives employees and retirees access to a physician by phone or video 365/7/24 for a flat fee of \$40 which should reduce employee and employer claims cost.
- * Monitor EEOC lawsuits regarding employer based Wellness Programs.
- * Educate employees on CDHP, EPO's and prescription drug cost to reduce employee and employer claims cost.

Performance Measures	FY15	FY16	FY17
Average Covered Employees	N/A	918	947
Average Covered Pre-65 Retirees	N/A	29	28
Average Covered Post-65 Retirees	N/A	50	51

	2015-2016 Actuals	2016-2017 Estimates	2017-2018 Budget
REVENUES			
Tax Collections	\$ -	\$ -	\$ -
Intergovernmental	-	-	-
Fees	-	-	-
Commissions	-	-	-
Charges for Service	-	-	-
Fines/Forfeitures	-	-	-
Interest	139,444	88,200	140,000
Other Revenue	1,451,509	1,505,000	1,505,500
Licenses/Permits			
OTHER REVENUE SOURCES			
Transfers In			
TOTAL REVENUE	\$ 1,590,953	\$ 1,593,200	\$ 1,645,500
EXPENDITURES			
Personnel	-	-	-
Operating	770,712	1,593,200	1,645,500
Capital	-	-	-
OTHER SOURCES (USES)			
Transfers out	-	-	-
NET REVENUE (EXPENDITURES)	\$ 820,240	\$ -	\$ -
TRANSFERS TO (FROM) FUND BALANCE			
Beginning Fund Balance	7,534,148	8,354,388	8,354,388
Unrealized Gain	-	-	-
Prior Period Adjustment	-	-	-
ENDING FUND BALANCE	\$ 8,354,388	\$ 8,354,388	\$ 8,354,388

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 2017-2018				
	FY16 Actual		FY17 Estimates	FY 18 Budget
Personnel	\$ -	\$	-	\$ -
Operating	\$ 770,712.35	\$	1,593,200.00	\$ 1,645,500.00
Capital	\$ -	\$	-	\$ -
Total Budget	\$ 770,712.35	\$	1,593,200.00	\$ 1,645,500.00



Major Accomplishments in 2017:

- * Reduced on the job incidents by 25%.
- * Reduced lost time from work by 38%.
- * Sheriff's department reduced reported claims by 22%.

Goals for 2018:

- * Have WC TPA, York, deliver Workers' Compensation training to staff.
- * Budget based on Workers' Compensation code and actual claims cost.
- * Explore Workers' Compensation network option with TPA, York.

Performance Measures	FY15	FY16	FY17
Total Claims Processed	N/A	111	113
Number of Days of Lost Time	N/A	484	220

Lubbock County, Texas
Adopted Budget
FY 2017 - 2018



Appendix



RESOLUTION

SETTING THE 2017 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 2017, that the tax rate for the year 2017 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 2017 Tax Rate for Lubbock County be and the same is hereby **ADOPTED** on \$100.00 valuation for the tax year 2017, as follows:

\$.321104	for the purpose of maintenance and operation
\$.037054	for the payment of principal and interest on debt
\$.358158	TOTAL TAX RATE

BE IT FURTHER ORDAINED AND ORDERED, that the 2017 original Tax Levy for Lubbock County is \$67,531,246.

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

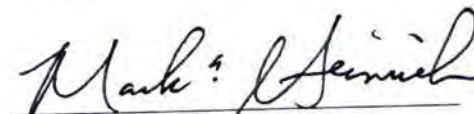
ACCORDINGLY, the Lubbock Central Appraisal District is hereby authorized to assess and collect the taxes of Lubbock County, Texas in accordance herewith.

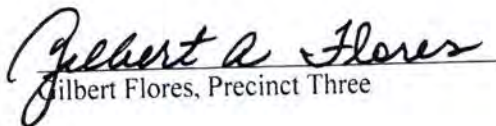
SO ORDERED AND ORDAINED on this the 11th day of September, 2017, to which witness the hand of the Lubbock County Commissioners' Court on the date last written above herein.



Tom Head, County Judge


Bill McCay, Precinct One


Mark Heinrich, Precinct Two


Gilbert Flores, Precinct Three


Patti Jones, Precinct Four

ATTEST:


Kelly Pinion, County Clerk

REVIEWED FOR FORM:


Neal Burt, CDA-Civil
Andrew Wipke

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 & LCJJC

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 1.23% COLA and a 1.77% merit for a total of 3% increase to personnel line items in the FY18 budget.

Lubbock County will add several new staff for the 2017-2018 budget including the following positions.

- | | |
|---|---|
| • Consolidated Road and Bridge | 5 |
| • District Attorney (Domestic Violence Grant) | 1 |
| • Tax Office | 3 |
| • USDA-AG Mediation | 1 |



**RESOLUTION TO ADOPT FISCAL YEAR 2017-2018 COST OF LIVING
ADJUSTMENT FOR ELIGIBLE REGULAR FULL TIME AND REGULAR PART
TIME LUBBOCK COUNTY EMPLOYEES**

WHEREAS, the Commissioner's Court of Lubbock County on September 11, 2017 adopted the FY 2017-2018 Lubbock County Budget,

WHEREAS, on September 29, 2017, the Lubbock County Commissioner's Court have set the amount of funds available for Lubbock County employee compensation increases; and

WHEREAS, Lubbock County Commissioner's Court is the body responsible under Texas Local Government Code §152.011 for setting the amount of compensation; and

WHEREAS, on September 29, 2017, the Lubbock County Commissioner's Court have determined that a Cost of Living Adjustment in compensation should be implemented for all regular full time employees and regular part time employees of Lubbock County; and

WHEREAS, the determination of the amount of a Cost of Living Adjustment in compensation was recommended to the Lubbock County Commissioner's Court consistent with the Lubbock County Employee Compensation Policy and data from the Consumer Price Index for the Southern Region, Class B/C as reported by the Department of Labor; and

WHEREAS, that amount is 1.23% based on the aforementioned factors; and this has been determined by the Lubbock County Commissioner's Court to be in the best interest of both Lubbock County employees and the citizens of Lubbock County who expect County Government to achieve results. As those results are achieved by people who comprise the County workforce, it is crucial that Lubbock County have an employee compensation system that values employees and their performance and allows Lubbock County to recruit and retain excellent workers.

NOW, THEREFORE, BE IT RESOLVED the Commissioners Court of Lubbock County, Texas, the body responsible for setting the budgetary priorities and allocating the County Funds to the County's purpose hereby set the amount of the 2017-2018 Cost of Living Adjustment to be 1.23% of eligible employee's regular salary. This amount will be added to employee's compensation consistent with this Order and the duties of the Lubbock County Auditor.

Duly adopted by vote of the Commissioners Court of Lubbock County, Texas on the 29th day of September, 2017.

EXECUTED this 29th day of September, 2017.

Thomas V. Head
Tom Head
Lubbock County Judge

Bill McCay
Bill McCay
Commissioner, Pct. 1

Mark Heinrich
Mark Heinrich
Commissioner, Pct. 2

Gilbert A. Flores
Gilbert A. Flores
Commissioner, Pct. 3

Patti Jones
Patti Jones
Commissioner, Pct. 4

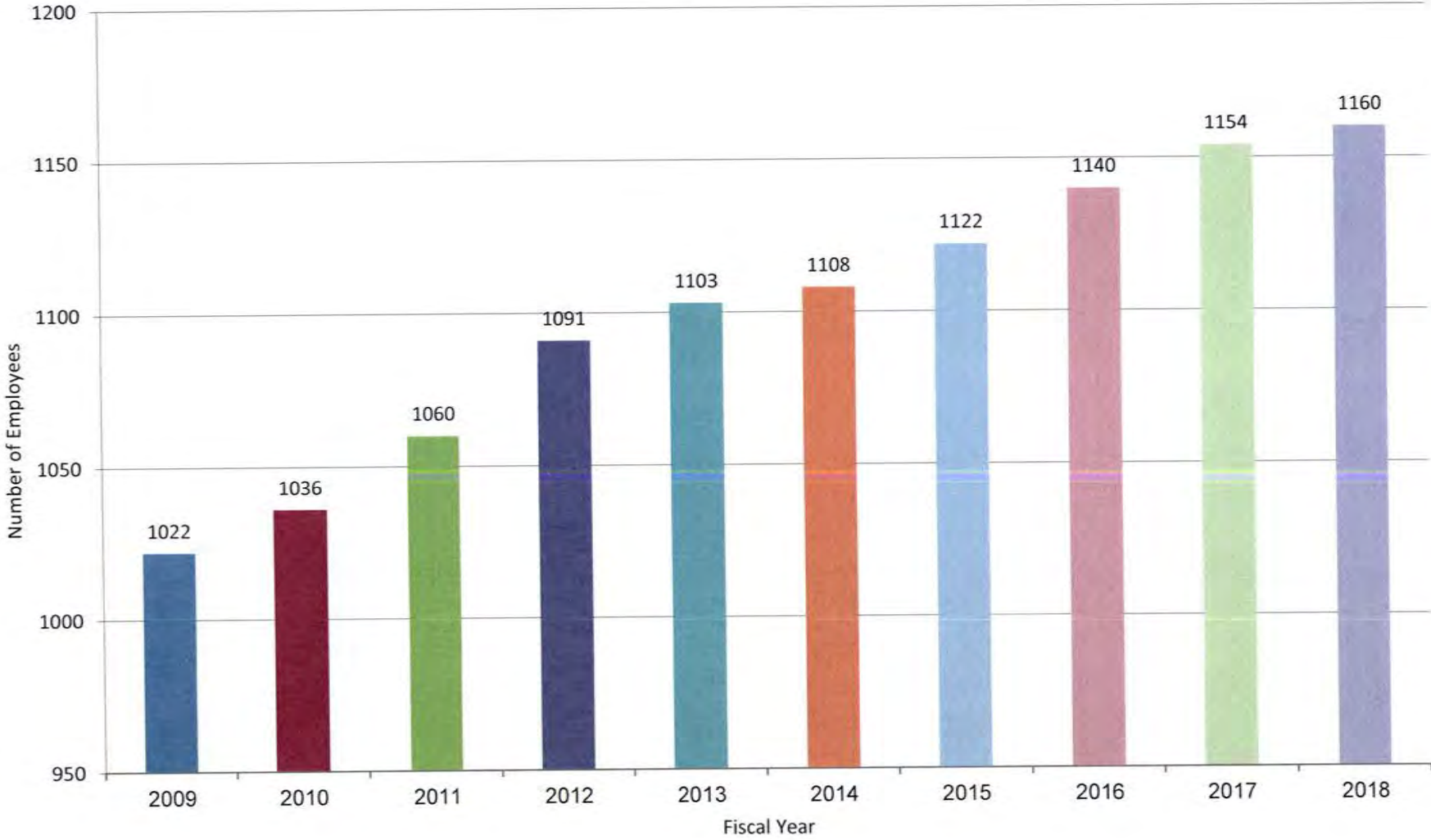
ATTEST:

Kelly Pinion
Kelly Pinion, County Clerk

APPROVED AS TO FORM:

by: RN Neal For
Morgan D. Vaughan, CDA-Civil
with permission

**LUBBOCK COUNTY, TEXAS
EMPLOYEE HISTORY
TEN 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>	<u>2018</u>
Administrative Research	3	3	3	3	3	2	2	2	2	2
Commissioners' Court	5	5	5	5	5	5	5	5	5	5
County Clerk	22	22	22	22	22	22	22	22	22	22
County Clerk Records Mgt. and Preservation	2	2	3	3	3	3	3	3	3	3
County Judge	3	3	3	3	2	3	3	3	3	1
County Records Mgt. and Preservation			1	1	1	1	1	1	1	1
Information Services	15	15	16	16	16	15	15	15	15	15
General Administration	50	50	53	53	52	51	51	51	51	49
Auditor	11	12	13	13	13	14	15	15	15	15
Human Resources	4	4	4	4	4	5	5	5	5	5
Purchasing	4	4	5	5	5	5	5	5	5	5
Tax	30	30	30	30	30	30	32	32	33	36
Treasurer	4	4	4	4	4	4	4	4	5	5
Financial	53	54	56	56	56	58	61	61	63	66
Appellate Court	0	0	0	0	0	4	4	4	4	4
CJD Drug Court	1	2	2	2	2	1	1	0	0	0
District Clerk	29	29	29	29	30	30	30	30	30	30
District Courts	36	37	37	37	38	40	41	41	42	42
DOJ Drug Court	2	0	0	0	0	0	0	0	0	0
Judicial Compliance	6	6	6	6	6	6	6	7	7	7
Justice of the Peace 1	5	5	5	4	4	4	4	5	5	5
Justice of the Peace 2	4	4	4	4	5	5	5	5	5	5
Justice of the Peace 3	4	4	4	4	4	4	4	4	4	4
Justice of the Peace 4	5	5	5	5	5	5	5	5	5	5
Judicial	92	92	92	91	94	99	100	101	102	102

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

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

Department	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
CDA Business Crimes	4	4	4	4	1	1	0	0	0	0
CDA VOCA Victim Advocacy Project									2	2
Dispute Resolution	5	5	4	3.65	3.65	3.00	3	3	3	3
District Attorney	72	72	72	72	72	72	74	74	74	75
Domestic Relations Office	4	2	3	3.15	2.40	3.00	3	3	3	3
Domestic Violence Grant	2	2	2	2	2	2	2	2	1	0
Domestic Violence Recovery			1	0	0	0	0	0	0	0
Law Library	1	1	1	1	1	1	1	1	1	1
Regional Public Defender Grant	11	11	24	55	64	55	55	55	55	55
CDA SPATTF Grant	6	6	6	6	6	6	6	6	6	6
TIDC Grant								1	0	0
Trauncy		1	2	1.50	0.50	1.00	0	0	0	0
USDA AG Mediation Grant	4	5	6	5.70	1.45	1.00	0	1	1	2
VCLG-Crime Victims	1	1	1	0	0	0	0	0	0	0
Legal	110	110	125	154	154	145	144	146	146	147
Constable Precinct 1	1	1	1	1	1	1	1	1	1	1
Constable Precinct 2	1	1	1	1	1	1	1	1	1	1
Constable Precinct 3	1	1	1	1	1	1	1	1	1	1
Constable Precinct 4	1	1	1	1	1	1	1	1	1	1
Courthouse Security	3	3	3	3	3	2	3	3	3	3
Detention Center	365	365	365	349	349	349	354	357	350	350
Medical Examiner		10	12	12	13	13	13	14	18	18
Sheriff	105	106	111	126	133	134	138	148	148	148
Sheriff Commissary Salary									8	8
Public Safety	477	488	495	494	502	502	512	526	531	531
Facility Maintenance	59	59	59	59	59	64	65	66	71	71
Facilities	59	59	59	59	59	64	65	66	71	71

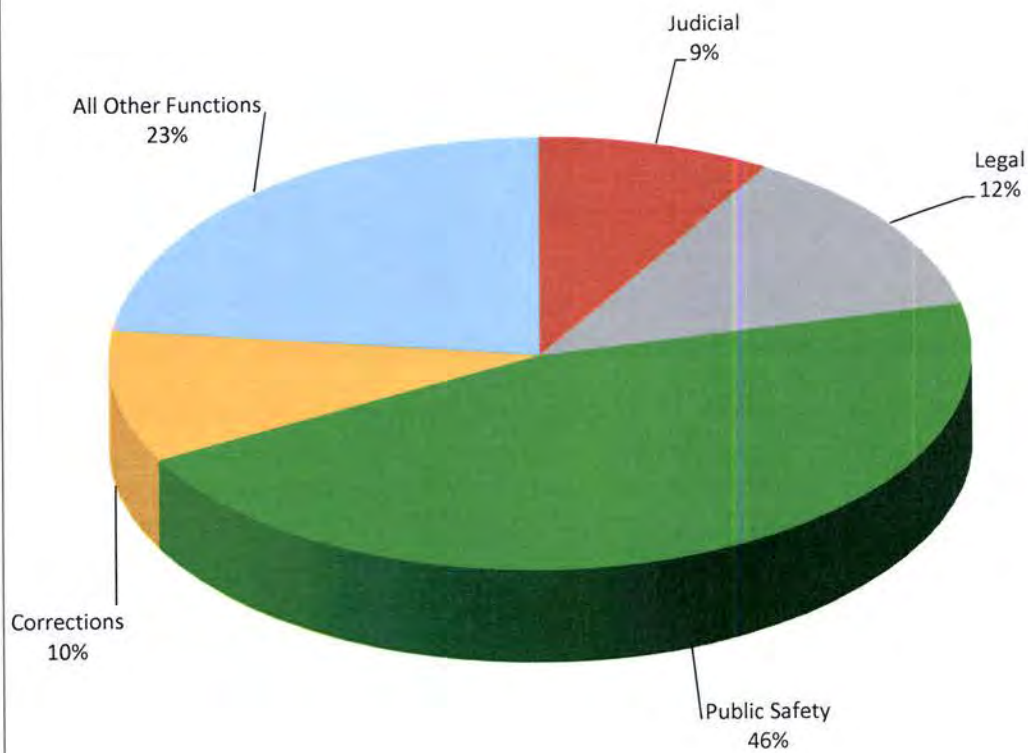
LUBBOCK COUNTY, TEXAS
NUMBER OF POSITIONS BY DEPARTMENT-COMPARATIVE SUMMARY*

Department	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Safety and Enviromental	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Health	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
General Assistance	4	4	4	4	4	4	4	4	4	4
Veteran's Affairs	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Welfare	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Texas AgriLife Extension	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>
Conservation	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>
Elections	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
Elections	<u>8</u>	<u>8</u>	<u>8</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>
Consolidated Road and Bridge	33	34	40	42	43	42	42	43	43	48
Public Works	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>1</u>	<u>1</u>
Transportation	<u>35</u>	<u>36</u>	<u>42</u>	<u>44</u>	<u>45</u>	<u>44</u>	<u>44</u>	<u>45</u>	<u>44</u>	<u>49</u>
Park Precinct 1	2	2	2	2	2	2	2	2	2	2
Park Precinct 2	3	3	3	3	3	3	3	2	2	2
Park Precinct 3	2	2	2	2	2	2	2	1	1	1
Park Precinct 4	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Culture/Recreation	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
Comm Corr Asst Program - LCJJC	1	1	1	0	0	0	0	0	0	0
Juvenile Detention	58	58	59	52	52	57	57	60	61	61
Juvenile Food Service	3	3	3	3	3	3	3	3	3	3
Halfway House - LCJJC	10	10	0	0	0	0	0	0	0	0
TJJD (S) Prevention/Intervention Grant	0	0	0	0	1	1	1	0	0	0
Juvenile Probation	24	25	25	25	25	25	25	27	28	27
Juvenile Star Program	9	9	9	9	9	7	9	9	8	8
TJJD (A) Juvenile Probation Commission Grant	11	11	11	20	20	21	19	14	14	14
TJJD (E) Title IV E	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Corrections	<u>117</u>	<u>118</u>	<u>109</u>	<u>110</u>	<u>111</u>	<u>115</u>	<u>115</u>	<u>114</u>	<u>115</u>	<u>114</u>
Total Budgeted Positions	<u>1022</u>	<u>1036</u>	<u>1060</u>	<u>1091</u>	<u>1103</u>	<u>1108</u>	<u>1122</u>	<u>1140</u>	<u>1154</u>	<u>1160</u>

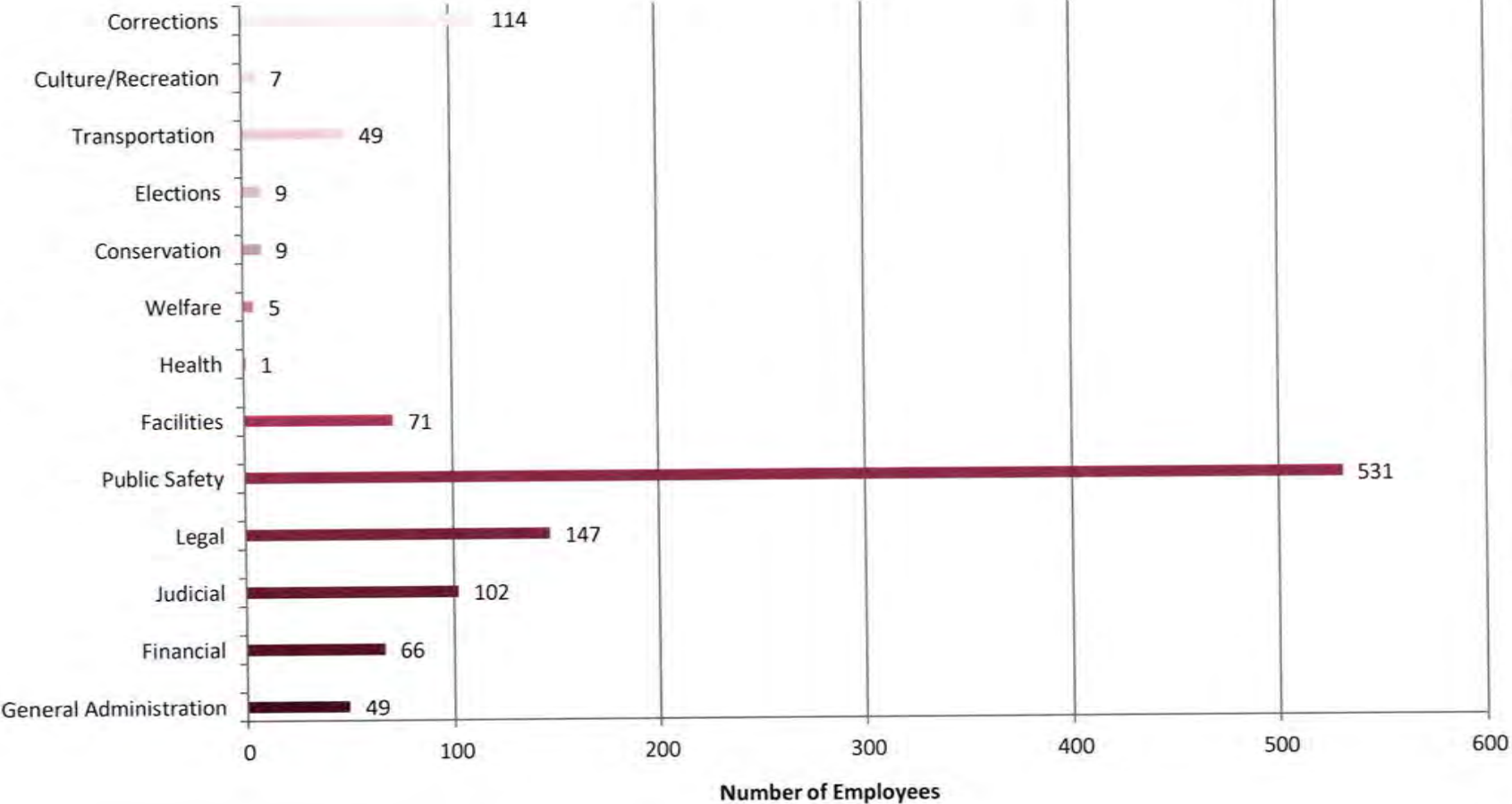
* Note: Years are based on the fiscal year starting October 1st through September 30th.

* 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 2018

	Elected	Appointed	Administrative	Professional	Public Safety	Trades & Technical	Clerical	Regular Part Time	Total
General Administration									
Administrative Research	0	0	1	0	0	0	1	0	2
Commissioners' Court	4	0	0	1	0	0	0	0	5
County Clerk	1	0	1	0	0	0	20	0	22
County Clerk Records Mgt. and Preservation	0	0	0	0	0	0	2	1	3
County Judge	1	0	0	0	0	0	0	0	1
County Records Mgt. and Preservation	0	0	0	1	0	0	0	0	1
Information Services	0	0	0	0	0	13	2	0	15
General Administration Classification Total:	6	0	2	2	0	13	25	1	49
Judicial									
Appellate Court	4	0	0	0	0	0	0	0	4
District Clerk	1	0	1	0	0	0	28	0	30
District Courts	9	24	1	1	0	0	6	1	42
Judicial Compliance	0	0	1	0	0	0	5	1	7
Justice of the Peace 1	1	0	0	0	0	0	4	0	5
Justice of the Peace 2	1	0	0	0	0	0	3	1	5
Justice of the Peace 3	1	0	0	0	0	0	3	0	4
Justice of the Peace 4	1	0	0	0	0	0	4	0	5
Judicial Classification Total:	18	24	3	1	0	0	53	3	102
Legal									
CDA SPATTF Grant	0	0	1	0	4	0	1	0	6
CDA VOCA Victim Advocacy Project	0	0	0	0	0	0	2	0	2
Dispute Resolution	0	1	0	1	0	0	1	0	3
District Attorney	1	2	1	33	15	0	20	3	75
Domestic Relations Office	0	0	0	0	0	0	3	0	3
Law Library	0	0	0	1	0	0	0	0	1
Regional Public Defender Grant	0	21	1	15	8	0	10	0	55
USDA Ag Mediation Grant	0	0	0	0	0	0	2	0	2
Legal Classification Total:	1	24	3	50	27	0	39	3	147
Financial Administration									
Auditor	0	1	1	8	0	0	4	1	15
Human Resource	0	0	1	2	0	1	1	0	5
Purchasing	0	0	1	2	0	0	2	0	5
Tax	1	0	2	0	0	0	32	1	36
Treasurer	1	0	1	0	0	0	2	1	5
Financial Administration Classification Total:	2	1	6	12	0	1	41	3	66
Public Facilities									
Facility Maintenance	0	0	2	0	0	63	3	3	71
Public Facilities Classification Total:	0	0	2	0	0	63	3	3	71

LUBBOCK COUNTY, TEXAS
Number of Positions by Classification
FY 2018

	Elected	Appointed	Administrative	Professional	Public Safety	Trades & Technical	Clerical	Regular Part Time	Total
Public Safety									
Constable Precinct 1	1	0	0	0	0	0	0	0	1
Constable Precinct 2	1	0	0	0	0	0	0	0	1
Constable Precinct 3	1	0	0	0	0	0	0	0	1
Constable Precinct 4	1	0	0	0	0	0	0	0	1
Courthouse Security	0	0	0	0	3	0	0	0	3
Detention Center	0	0	3	0	286	0	61	0	350
Medical Examiner	0	4	1	1	1	8	3	0	18
Sheriff	1	0	2	0	119	1	25	0	148
Sheriff Commissary Salary	0	0	0	3	2	1	1	1	8
Public Safety Classification Total:	5	4	6	4	411	10	90	1	531
Transportation									
Consolidated Road and Bridge	0	0	0	0	0	45	3	0	48
Public Works	0	0	1	0	0	0	0	0	1
Transportation Classification Total:	0	0	1	0	0	45	3	0	49
Miscellaneous									
Elections	0	1	1	1	0	2	4	0	9
General Assistance	0	0	1	2	0	0	0	1	4
Idalou/New Deal Park	0	0	0	0	0	0	0	1	1
Juvenile Detention	0	0	1	3	53	0	1	3	61
Juvenile Food Service	0	0	0	0	0	3	0	0	3
Juvenile Probation	0	1	2	16	4	1	3	0	27
Juvenile Star Program	0	0	0	0	8	0	0	0	8
Precinct 1 Park	0	0	0	0	0	1	0	1	2
Safety and Environmental	0	0	1	0	0	0	0	0	1
Shallowater Park	0	0	0	0	0	1	0	1	2
Slaton/Roosevelt Park	0	0	0	0	0	1	0	1	2
Texas Agrilife Extension	0	6	0	0	0	0	2	1	9
TJJD (A) Juvenile Probation Commission Grant	0	0	0	8	6	0	0	0	14
TJJD (E) Title IV E Grant	0	0	0	1	0	0	0	0	1
TJJD (S) Prevention/Intervention Grant	0	0	0	0	0	0	0	0	0
Veteran's Affairs	0	0	0	0	0	0	1	0	1
Miscellaneous Classification Total:	0	8	6	31	71	9	11	9	145
Total All Classifications	32	61	29	100	509	141	265	23	1160

**Lubbock County Compensation Classification Schedule
FY2018**

Grade	Min	Mid	Max	Classification
PT	7.25/hr	10.76/hr	16.36/hr	Part Time Clerk
CL01	\$21,531	\$25,837	\$36,172	Clerk I Non-exempt
CL02	\$25,276	\$30,330	\$42,462	Clerk II Non-exempt
CL03	\$30,892	\$37,070	\$51,898	Clerk III Non-exempt
CL04	\$47,476	\$48,720	\$61,334	Clerk IV Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Part-time correctional or law enforcement officer
PS01	\$18,535	\$28,053	\$37,570	Security officer - Non-exempt
PS02	\$20,624	\$33,177	\$45,729	Correctional & law enforcement officer II - Non-exempt
PS03	\$24,062	\$37,210	\$50,356	Correctional & law enforcement officer III - Non-exempt
PS04	\$26,354	\$39,787	\$53,219	Corporals, correctional & law enforcement officer IV - Non-exempt
PS05	\$32,082	\$47,476	\$60,969	Sergeants, correctional & law enforcement supervisor V (note 4)
PS06	\$47,476	\$55,991	\$70,878	Lieutenants, correctional & law enforcement supervisor VI Exempt
PS07	\$52,707	\$74,516	\$96,325	Captains - Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Part-time technician
TR01	\$22,439	\$28,048	\$42,073	Technician I Non-exempt
TR02	\$26,538	\$33,172	\$49,758	Technician II Non-exempt
TR03	\$29,763	\$37,204	\$55,806	Technician III Non-exempt
TR04	\$31,825	\$39,780	\$59,671	Technician IV Non-exempt
TR05	\$47,476	\$50,976	\$69,778	Technician V Exempt
TR06	\$50,766	\$57,960	\$82,551	Technician VI Exempt
PT	7.25/hr	10.76/hr	16.36/hr	Degreed Professional
PR01	\$31,473	\$39,340	\$59,011	Degreed Entry Level Professional
PR02	\$47,476	\$49,931	\$67,374	Degreed Professional, entry level Attorney
PR03	\$51,825	\$55,495	\$75,822	Licensed Professional
PR04	\$56,572	\$60,576	\$82,764	Licensed Professional
PR05	\$61,754	\$66,499	\$91,205	Licensed Professional
PR06	\$67,411	\$73,168	\$100,888	Licensed Professional - Advanced degree required
PR07	\$73,586	\$80,366	\$111,270	Licensed Professional - Advanced degree required
AD01	\$47,476	\$49,724	\$66,897	Dept. Supervisors - Exempt
AD02	\$52,950	\$57,283	\$78,810	Dept. First Assistants - Exempt
AD03	\$59,055	\$69,048	\$99,767	First Assistants large Dept. - Exempt
AD04	\$65,864	\$77,009	\$111,270	Dept. Directors - Exempt

Note 1: Non-exempt status requires overtime compensation. Exempt status does not allow compensation for overtime (over 40 hours).

Note 2: Supervision generally includes oversight of a major function of a department or primary responsibility for one or more of the following: training, discipline, evaluations, leave scheduling and suspensions.

Note 3: Administration includes supervision as well as hiring, separation, budget preparation and management, etc.

Note 4: Probation officers are Non-exempt. Degreed specialists and Master level therapist are exempt. Each position is individually evaluated in accordance with FLSA standards.

Note 5: Terms and descriptions used herein are for Lubbock County administrative purposes only.

*See matrix for additional detail

Lubbock County Compensation Classification Matrix FY2018

Guidelines Designed to Assist in Classifying County Employees

Category	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7
Clerical Public Servant who prepares documents and files, greets the public, maintains records	Meets the minimum qualifications of the job. Non-exempt	Demonstrates proficiency in job related tasks. Non-exempt	Demonstrates proficiency in job related tasks. Duties include supervision. Non-exempt (see note 2)	Demonstrates proficiency in job related tasks. A working supervisor and/or executive assistant Exempt			
Trades & Technical Public Servant with a technical, vocational or trades skill(s)	Meets the minimum qualifications of the job. Entry level position. Non-exempt	Requires proficiency in job related tasks. Non-exempt	Requires advanced proficiency in job related tasks. Demonstrates leadership qualities. Non-exempt	Requires proficiency in job related tasks. Has either advanced trade/technical skills and/or supervisory duties. Exempt & Non-exempt (see note 4)	Requires proficiency in job related tasks. A specialist in a technical field, working supervisor or foreman. Exempt	Requires proficiency in job related tasks. Network administrator or supervisor of a major division of a department. Seasoned supervisor. Exempt	
Public Safety Public Servant working in a department whose primary function is the protection of citizens and property.	Meeting the minimum qualifications of the job. Non-exempt	Requires proficiency in job related task. Has obtained Basis Level Certification. Non-exempt	Requires proficiency in job related task. Has obtained intermediate job certifications. Non-exempt	Requires proficiency in job related tasks. Has obtained advanced job certifications. Corporals. Responsible for limited supervision. Non-exempt	Requires proficiency in job related tasks. Sergeants. Working Supervisors. Exempt & Non-exempt	Requires proficiency in job related tasks. Lieutenants. Assigned to supervise others. Extensive experience as a supervisor. Exempt	Requires proficiency in job related tasks. Captains. Requires Bachelor degree or equivalent job related experience. Exempt
Professional Public Servant with expert and specialized knowledge in a field requiring a bachelor's degree or higher level education	Meets the minimum qualifications of the position. Often an entry level professional position. Non-exempt	Requires proficiency in position related tasks. Entry level Attorney. Non-exempt & Exempt (see note 4)	Requires proficiency in the position. Utilizes independent judgment and decision making with little oversight. Licensed professional. Exempt	Requires proficiency in position. Enjoys considerable work autonomy with some supervision duties. Licensed professional. Exempt	Requires proficiency in position. Enjoys considerable work autonomy with limited management duties. Licensed professional. Exempt	Requires proficiency in position. Experienced manager and a Licensed professional. Advanced degree required. Exempt	Requires proficiency in the position. Responsible for a division within the department. Licensed professional. Advanced degree required. Exempt
Administrative Public Servant with oversight and responsibility for the function of a department, first assistant leader or a supervisor.	Supervises the operation of a department. Requires Bachelor degree or equivalent job-related experience. Exempt (see note 2)	First Assistant in a department. Requires a Bachelor degree or equivalent job-related experience. Exempt	First Assistant in a department (50 + employees) and/or position requires a unique skill set in a highly technical environment. Requires a Bachelor degree or equivalent job-related experience. Exempt	Department Director or equivalent. Requires a Bachelor degree or equivalent job-related experience. Exempt			

LUBBOCK COUNTY, TEXAS

Summary of Financial Policies

Revenue Policies

- Establish user fees and charges permitted by law at reasonable levels to provide those services at or near the cost of providing the services.
- Pursue the enactment of new legislation.
- Collect ad valorem property tax revenues.
- Collect outstanding fines and fees due the County.
- Monitor the General Fund unreserved fund balance and not utilize the fund balance by an amount greater than 25% of the General Fund appropriation.

Capital Expenditure Policy

Individual purchases exceeding \$5,000 are defined and budgeted as capital expenditures. Expenditures that are more than \$1,000 and less than \$5,000 are budgeted as non-capital expenditures. Expenditures less than \$1,000 are budgeted as supplies. Lubbock County routinely budgets the purchase of vehicles in the capital expenditure; the amount budgeted is relatively insignificant.

The current capital expenditure budget for Lubbock County is \$11,861,502, which is a decrease of \$2,721,788 from the 2017 budget.

- The General fund accounts for 34.85% of the 2018 capital expenditure budget. The court approved to purchase law enforcement vehicles, upgrade radio systems, and update county technology equipment.
- The Permanent Improvement Fund accounts for 25.56% of the 2018 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 CRTC Renovations #2 Fund accounts for 13.08% of the 2018 capital expenditure budget. This fund is appropriated for reconstruction of the CRTC building.
- Consolidated Road and Bridge anticipates expenditures for seal coat projects, heavy equipment, and replacing light trucks.

The schedule below shows capital expenditures included in the 2018 budget, all funds with capital expenditure budgets under \$100,000 are listed under "All other funds":

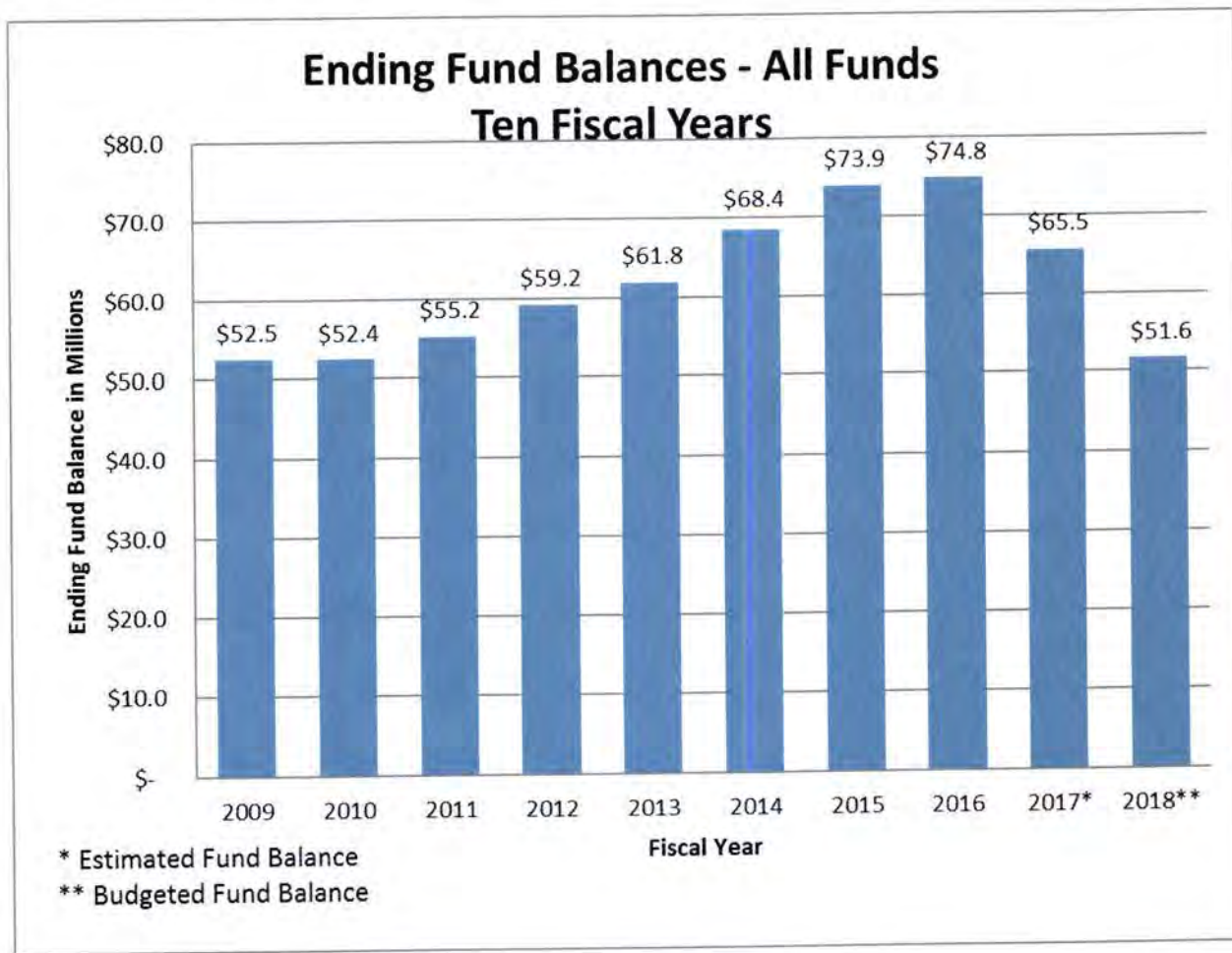
Fund	Amount
General Fund	4,133,446.00
Permanent Improvement	3,031,300.00
CRTC Renovations #2	1,551,117.00
Consolidated Road and Bridge	1,188,000.00
CRTC Renovations	735,000.00
All Other Funds	499,639.00
New Road	450,000.00
Idalou/New Deal Park	156,000.00
Sheriff Contraband	117,000.00
Total Capital Expenditures	\$ 11,861,502.00

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

General Fund Unreserved Fund Balance Policy

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls, disasters and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long-term financial planning. In most cases, discussions of fund balance will properly focus on a government's *general fund*.

Credit rating agencies carefully monitor levels of fund balance and unreserved fund balance in a government's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unreserved fund balance for state and local governments. The following chart shows fund balance for all funds for the past ten fiscal years. The chart illustrates the use of the tax notes and general funds for renovations to the Law Enforcement Center and CRTC Building during 2014-2018, throughout the construction phase of the project. Various building renovations and road projects are reflected in FY 2018 budgeted fund balance. The following chart shows estimated fund balance for FY 2017 and budgeted fund balance for FY 2018.



**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

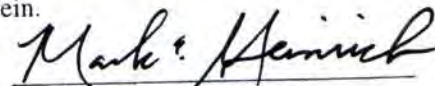
WHEREAS, the Commissioners' Court has determined it will commit \$12,275,000.00 of fund balance from General Fund Reserves to fund:

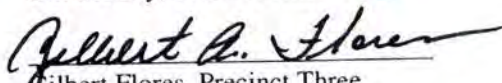
• CRTC Renovations Phase II-III (FY19)	\$2,000,000.00
• 916 Main 2 nd Floor Renovations (FY19)	\$1,000,000.00
• LCJJC – Inside Classrooms (FY19)	\$1,500,000.00
• Loop 88 Right of Way (FY19)	\$1,500,000.00
• County Courthouse Waterproofing Basement (FY19)	\$ 600,000.00
• 916 Main 1 st /3 rd Floor Renovations (FY20)	\$1,000,000.00
• Detention Center Flooring (FY20)	\$ 500,000.00
• CRTC Renovations Phase IV (FY20)	\$ 500,000.00
• Loop 88 Right of Way (FY20)	\$1,500,000.00
• Woodrow Road (FY21)	\$1,475,000.00
• Relocate APO (FY21)	\$ 500,000.00
• Loop 88 Right of Way (FY21)	\$ 200,000.00

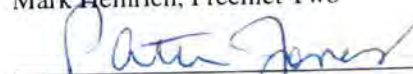
NOW, THEREFORE, be it ordered, the Commissioners' Court of Lubbock County, Texas in accordance with the provisions of GASB 54 hereby commits \$12,275,000.00 from General Fund Reserves. These funds in the General Fund cannot be used for any purpose other than directed above, unless the Commissioners Court 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 29th day of September, 2017, 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


Gilbert Flores, Precinct Three

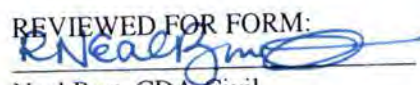

Patti Jones, Precinct Four


Tom Head, County Judge

ATTEST:


Kelly Pinion, County Clerk

REVIEWED FOR FORM:


Neal Burt, CDA-Civil

Budget Policy and Procedures

The preparation and administration of the budget is one of the most important activities in county government. Funding priority is given to mandated functions when allocating scarce resources. All other additions or expansions will be dependent upon available revenue resources or decline in offsetting expenditures. The County Auditor is by law responsible for establishing and maintaining the accounting system of County government and is independent of the Commissioners' Court. Pursuant to the Texas Local Government Code, Section 111.034(b)(4) and Section 111.039 (b), the County Auditor provides revenue estimates and the budget must be balanced using these estimates plus any fund balance left on the last day of the preceding fiscal year, if needed. The budget adopted by Commissioners' Court is a balanced budget where revenues and a small portion of fund balance, if needed, equal expenditures. The County Auditor's revenue estimates count only cash expected to be received during the fiscal year.

Lubbock County's budget for governmental and proprietary funds is maintained on a modified accrual basis. The County's Comprehensive Annual Financial Statement is also prepared using a modified accrual basis of accounting. This means that revenues are recorded when available and measurable and expenditures are recorded when the services or goods are received and the liabilities are incurred.

The County Commissioners' Court, under budgetary laws established by the Texas legislature, is required to adopt an annual budget for all governmental fund types to cover all the proposed expenditures of the county government, and to levy a tax sufficient, when considered with other revenues and available funds, to provide for these expenditures. Once the budget is approved, no expenditures may be made except in strict compliance with the budget. During the fiscal year, the Commissioners' Court evaluates the budget and makes revisions in response to economic conditions and unanticipated and unfunded expenditure demands. Emergency expenditures in case of grave public necessity, to meet unusual and unforeseen conditions which could not, by reasonably diligent thought and attention, have been included in the original budget, may from time to time be authorized by the Court as amendments to the original budget. The Commissioners' Court by order may amend the budget to transfer an amount budgeted for one item to another budgeted item without authorizing an emergency expenditure. The Commissioners' Court is the sole agency having discretionary power to determine existence of such facts as would constitute an emergency justifying a budget adjustment.

The following procedures are followed in establishing the budgetary data:

- a. Prior to June 15, the County Auditor, as the County's Chief Budgetary Officer, will submit to the Commissioners' Court a preliminary operating budget for the fiscal year commencing the following October 1.
- b. After the presentation of the proposed budget and prior to September 1, the Commissioners' Court will conduct a series of hearings with the individual department

heads to review and analyze their expenditure requests. These meetings are all open to the public to encourage public comment.

- c. Prior to September 15, the Commissioners' Court will finalize the proposed budget and file it with the County Clerk.
- d. Prior to October 1, public hearings will be held to receive citizen input, adopt the budget, and set the tax rate for the upcoming year.
- e. All budget amendments are approved by the Commissioners' Court.
- f. Budgets for the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America for governments, using the modified accrual basis of accounting.
- g. By law, appropriations for the total County budget cannot exceed total resources that will be available for the year as forecasted by the County Auditor.
- h. The level of budgetary control (that is the level at which expenditures may not legally exceed appropriations) is established by organization within an individual fund.

Texas Budget Policy

The following information outlines the budget requirements prescribed in Chapter 111 of the Local Government code.

- a. County Auditor serves as budget officer
- b. Annual budget is required
- c. Expenditures are not allowed to be made until the Commissioners' Court has adopted a budget for that fiscal year
- d. Proposed budget is required to be filed with the County Clerk and made available for public inspection
- e. Public hearing is required to be held on proposed budget
- f. Adoption of budget
- g. Approved budget is to be filed with County Clerk

The Commissioners' Court is to spend funds in strict compliance with the approved budget. It is Lubbock County policy that all budget amendments must be presented to Commissioners' Court for approval. The departments must submit the amendments with a specific description stating the reason for the amendment, no generic reasons are accepted. The Commissioners' Court does not generally accept moving money to or from personnel line items to or from operating line items.

The Budget Calendar for the current Fiscal Year is presented on the following page.

**LUBBOCK COUNTY
Budget Calendar
FY2018**

<u>Date</u>	<u>Calendar of Events</u>	<u>Time</u>
April 24, 2017	<u>Public Meeting</u> - Approve Budget Calendar.	10:00 AM
April 30, 2017	Chief Appraiser delivers "Estimate of Total Taxable Value."	
May 15, 2017	Departmental Budget Preparation Packets distributed.	
May - June, 2017	Departments complete Departmental Request Forms.	
June 12, 2017	Deadline for Departments to submit initial Budget Requests.	Noon
June 2017	Compile initial revenue estimates/Prepare Preliminary Budget.	
July 10, 2017	<u>Public Meeting</u> - Budget Workshop with Commissioners' Court.	1:30 PM
July 17-18, 20, 2017	<u>Public Meeting</u> - Departmental Hearings with Commissioners' Court.	
July 24, 2017	<u>Public Meeting</u> - to select Grievance Committee Members.	10:00 AM
July 25, 2017	Certified Roll Delivered from LCAD.	
August 3, 2017	Publish " <i>Notice of Proposed Elected Officials Salaries</i> ".	
August 7, 2017	LCAD sends calculated effective rate.	
August 14, 2017	<u>Public Meeting</u> - to discuss tax rate.	10:00 AM
August 14, 2017	<u>Public Meeting</u> - to set the salary, expenses, and other allowances of elected county or precinct officers.	10:00 AM
August 14, 2017	<u>Public Meeting</u> - Budget Workshop with Commissioners' Court.	1:30 PM
August 14, 2017	Notify each elected county or precinct officers of their salary and expense allowances.	
August 21, 2017	Publish and Post on Website " <i>Notice of Proposed Tax Rate</i> ". (if needed)	
August 28, 2017	<u>Public Meeting</u> - Consider Grievance Committee recommendation. (if needed)	10:00 AM
August 28, 2017	<u>Public Meeting</u> - 1st Public Hearing on Tax Increase. (if needed)	10:15 AM
September 1, 2017	Publish and Post on Website " <i>Notice of Public Hearing on Budget</i> ".	
September 1, 2017	File proposed Budget with County Clerk and make it available for public review. On Website.	
September 1, 2017	Notify departments of proposed Budget appropriations.	
September 5, 2017	<u>Public Meeting</u> - 2nd Public Hearing on Tax Increase. (if needed)	10:15 AM
September 11, 2017	<u>Public Meeting</u> - Hearing on Budget.	10:30 AM
September 11, 2017	<u>Public Meeting</u> - Adopt Budget.	10:30 AM
September 11, 2017	<u>Public Meeting</u> - 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	\$19,875,860,315
25% Debt Limit	\$4,968,965,079

Tax Rate Limitation

General Operations; Limited Tax Bonds, Time Warrants, Certificates of Obligation, and Contractual Obligations.

The Texas Constitution (Article VIII, Section 9) imposes a limit of \$0.80 per \$100 assessed valuation for all purposes of General Fund, Permanent Improvement Fund, Road and Bridge Fund and Jury Fund, including debt service of bonds, warrants or certificates of obligation issued against such funds. The Attorney General of Texas will not approve limited tax bonds in an amount which produces debt service requirements exceeding that which can be paid from \$0.40 of the foregoing \$0.80 maximum tax rate calculated at 90% collection. The bonds are limited tax obligations payable from the constitutional tax rate.

The County relies on the advice of a professional outside financial advisor and its own financial officers about when it is advisable to issue new debt. A guiding principle on the issuance of new debt is the desire of the County to continue to maintain stable bond ratings. We are well within the permissible limits set out by these advisors to continue with this goal.

Moody's Investors Services and Standard and Poor's have rated the County as follows:

Moody's Investors Services	Aa1
S & P Global	AA+

General Obligation Refunding Bonds Series 2013

On January 17, 2013 Lubbock County issued general obligation refunding bonds to advance refund certain outstanding ad valorem tax obligations of the County's to achieve a debt service

savings and to pay the costs of issuance related to the Bonds. The bonds were issued as \$5,085,000 General Obligation Refunding Bonds, Series 2013 maturing February 15, 2014 through February 15, 2026. The bonds were issued pursuant to the Constitution and general laws of the State of Texas including particularly Chapter 1207, Texas Government Code, as amended, and are direct obligations of Lubbock County, Texas payable from a continuing ad valorem tax levied on all taxable property within the County, within the limits prescribed by law, as provided in the order of the Commissioners' Court authorizing the issuance of the Bonds.

See Debt Service Maturity Schedule – Refunding Bonds Series 2013 on page 300.

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 301.

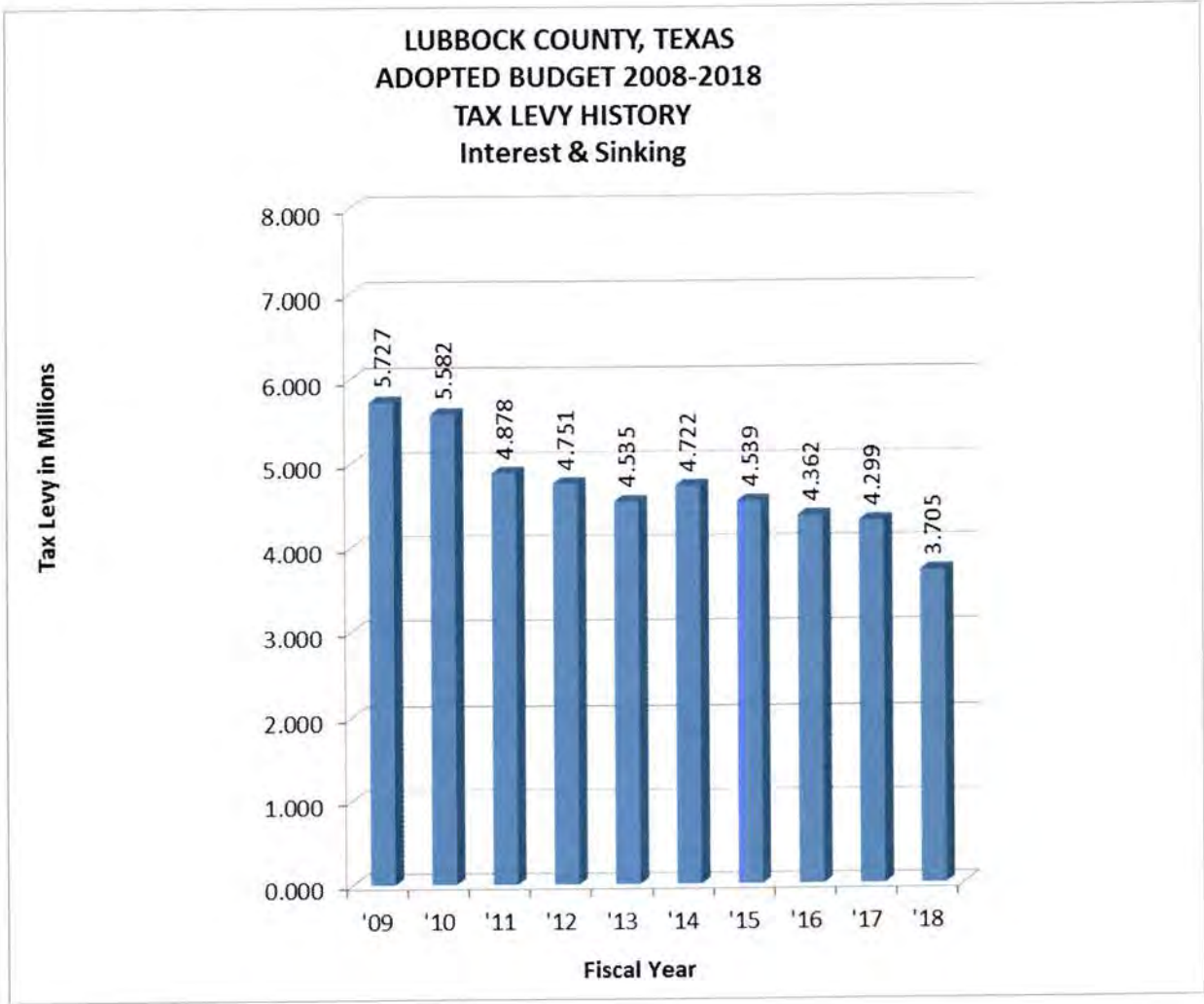
General Obligation Refunding Bonds, Series 2016

On November 1, 2016 Lubbock County issued general obligation refunding bonds to refund certain of the County's outstanding ad valorem tax obligations (the "Refunded Obligations") and to pay cost associated with the issuance of the Bonds. The refunding is being undertaken to lower the County's debt service payments and result in a present value savings to the county. The bonds were issued at \$34,225,000 General Obligation Refunding Bonds, Series 2016 maturing February 15, 2017 through February 15, 2023. The bonds were issued pursuant to the constitution and general laws of the State of Texas including particularly Chapter 1207, Texas Government Code as amended, and are direct obligations of Lubbock County, Texas payable from a continuing ad valorem tax levied on all taxable property within the county, within the limits prescribed by law, as provided in the order of the Commissioners' Court authorizing issuance of the bonds.

See Debt Service Maturity Schedule – Refunding Bonds, Series 2016 on page 302.

There is a combined Debt Service Maturity Schedule on page 303.

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



Issued January 17, 2013

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Tax Notes, Series 2013

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
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>\$ 3,570,000.00</u>	<u>\$ 150,400.00</u>	<u>\$ 3,720,400.00</u>

Issued January 17, 2013

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>
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>\$ 1,097,600.00</u>	<u>\$ 5,792,600.00</u>

Issued November 1, 2016

LUBBOCK COUNTY, TEXAS

Debt Service Maturity Schedule - Refunding Bonds, Series 2016

<u>Fiscal Year</u>	<u>Debt Service Funds</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 4,555,000.00	\$ 1,178,300.00	\$ 5,733,300.00
2019	\$ 4,650,000.00	\$ 1,086,250.00	\$ 5,736,250.00
2020	\$ 4,815,000.00	\$ 919,375.00	\$ 5,734,375.00
2021	\$ 5,065,000.00	\$ 672,375.00	\$ 5,737,375.00
2022	\$ 5,320,000.00	\$ 412,750.00	\$ 5,732,750.00
2023	\$ 5,595,000.00	\$ 139,875.00	\$ 5,734,875.00
<hr/>			
<u>TOTAL</u>	<u>\$ 30,000,000.00</u>	<u>\$ 4,408,925.00</u>	<u>\$ 34,408,925.00</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>
2018	\$ 5,715,000.00	\$ 1,434,600.00	\$ 7,149,600.00
2019	\$ 5,840,000.00	\$ 1,307,450.00	\$ 7,147,450.00
2020	\$ 6,035,000.00	\$ 1,110,375.00	\$ 7,145,375.00
2021	\$ 5,700,000.00	\$ 835,550.00	\$ 6,535,550.00
2022	\$ 5,975,000.00	\$ 553,300.00	\$ 6,528,300.00
2023	\$ 6,275,000.00	\$ 253,725.00	\$ 6,528,725.00
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>\$ 38,265,000.00</u>	<u>\$ 5,656,925.00</u>	<u>\$ 43,921,925.00</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.

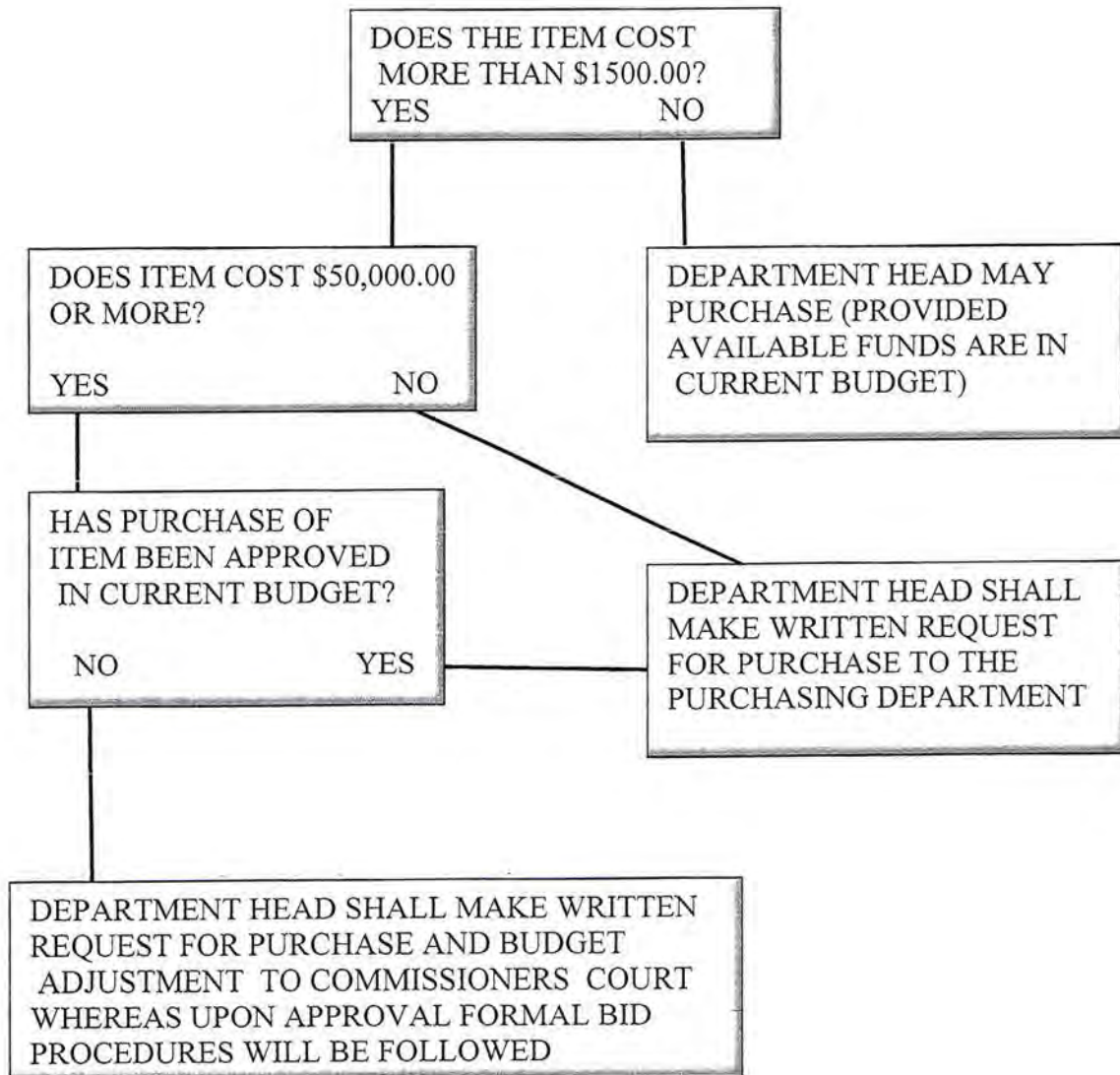
The Purchasing Department is the only point of contact for vendors seeking to do business with Lubbock County. It is the intent of the Commissioners' Court that no elected official or department head accept proposals from vendors, setup sales meetings on behalf of a vendor or refer the vendor to other 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.

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I. POLICY

It is the policy of Lubbock County that after allowing for the anticipated cash flow requirements of Lubbock County and giving due consideration to the safety and risk of investment, all available funds shall be invested in conformance with these legal and administrative guidelines, seeking to optimize interest earnings to the maximum extent possible.

Effective cash management is recognized as essential to good fiscal management. Investment interest is a source of revenue to Lubbock County. Lubbock County's investment portfolio shall be designed and managed in such a manner as to maximize this revenue source, to be responsive to public trust, and to be in compliance with all legal requirements and limitations.

Investments shall be made with the primary objectives of:

- * **Safety** and preservation of principal
- * Maintenance of sufficient **liquidity** to meet operating needs
- * **Public trust** from prudent investment activities
- * Optimization of **interest earnings** on the portfolio

II. PURPOSE

The purpose of this investment policy is to comply with Chapter 2256 of the Government Code ("Public Funds Investment Act"), which requires Lubbock County to adopt a written investment policy regarding the investment of its funds and funds under its control. The Investment Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of Lubbock County's funds.

III. SCOPE

This Investment Policy shall govern the investment of all financial assets of Lubbock County. These funds are accounted for in Lubbock County's Comprehensive Annual Financial Report (CAFR) and include:

- General Fund - used to account for resources traditionally associated with government, which are not required to be accounted for in another fund.
- Special Revenue Funds - used to account for the proceeds from specific revenue sources.
- Capital Projects Funds – used to account for resources to be used for the acquisition or construction of major capital facilities.

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- Trust and Agency Funds - used to account for the proceeds from specific revenue sources and to the extent not required by law or existing contract to be kept segregated and managed separately.
- Debt Service Funds – used to account for resources to be used for the payment of principal, interest and related costs on general obligation debt, to the extent not required by law or existing contract to be kept segregated and managed separately.
- Any new fund created by Lubbock County, unless specifically exempted from this Policy by Commissioners' Court or by law.

Lubbock County will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles. The strategy developed for the pooled fund group will address the varying needs, goals and objectives of each fund.

This Investment Policy shall apply to all transactions involving the financial assets and related activity for all the foregoing funds. However, this policy does not apply to the assets administered for the benefit of Lubbock County by outside agencies under deferred compensation programs.

IV. INVESTMENT OBJECTIVES

Lubbock County shall manage and invest its cash with four primary objectives, listed in order of priority: **safety, liquidity, public trust, and yield, expressed as optimization of interest earnings.** The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Lubbock County shall maintain a comprehensive cash management program, which includes collection of account receivables, vendor payments in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to insure maximum cash availability and maximum earnings on short-term investment of idle cash.

Safety [GOVT. CODE 2256.005(b)(2)]

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit and interest rate risk.

- ❑ Credit Risk and Concentration of Credit Risk – Lubbock County will minimize credit risk, the risk of loss due to the failure of the issuer or backer of the

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investment, and concentration of credit risk, the risk of loss attributed to the magnitude of investment in a single issuer, by:

- * Limiting investments to the safest types of investments.
 - * Pre-qualifying the financial institutions and broker/dealers with which Lubbock County will do business.
 - * Diversifying the investment portfolio so that potential losses on individual issuers will be minimized.
- Interest Rate Risk – Lubbock County will manage the risk that the interest earnings and the market value of investments in the portfolio will fall due to changes in general interest rates, by:
- * Structuring the investment portfolio so that investments mature to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate investments prior to maturity.
 - * Investing operating funds primarily in certificates of deposit, shorter-term securities, money market mutual funds, or local government investment pools functioning as money market mutual funds.
 - * Diversifying maturities and staggering purchase dates to minimize the impact of market movements over time.

Liquidity [GOVT. CODE 2256.005(b)(2)]

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that investments mature concurrent with cash needs to meet anticipated demands. Because all possible cash demands cannot be anticipated, a portion of the portfolio will be invested in shares of money market mutual funds or local government investment pools that offer same-day liquidity. In addition, a portion of the portfolio will consist of securities with active secondary or resale markets.

Public Trust

All participants in Lubbock County's investment process shall seek to act responsibly as custodians of the public trust. Investment officers shall avoid any transaction that might impair public confidence in Lubbock County's ability to govern effectively.

Yield (Optimization of Interest Earnings) [GOVT. CODE 2256.005(b)(3)]

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared

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to the safety and liquidity objectives described above. Securities shall generally be held until maturity with the following exceptions:

- An investment with declining credit may be liquidated early to minimize loss of principal.
- A security swap that would improve the quality, yield, or target duration in the portfolio.
- Cash flow needs of Lubbock County require that the investment be liquidated.

V. INVESTMENT STRATEGIES

The investment portfolio of Lubbock County includes funds pooled together of all the fund groups. Each major fund type has varying cash flow requirements and liquidity needs. Therefore strategies shall be implemented considering each fund's unique requirements.

Investment Pool Strategy

The County's Investment Pool is an aggregation of the majority of County Funds which includes tax receipts, fine and fee revenues, as well as some, but not all, bond proceeds, grants, special revenue fund revenue, debt service revenues and reserve balances. This portfolio is maintained to meet anticipated daily cash needs for Lubbock County operations, capital projects and debt service. The objectives of this portfolio are to:

- ensure safety of principal by investing only in high-quality securities for which a strong secondary market exists;
- ensure that anticipated cash flows are matched with adequate investment liquidity;
- manage market and credit risk through diversification; and
- attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy by actively managing the portfolio.

Bond Funds Strategy

Occasionally, separate non-pooled portfolios are established with the proceeds from bond sales. The objectives of these portfolios are to:

- ensure safety of principal by investing only in high-quality securities for which a strong secondary market exists;
- ensure that anticipated cash flows are matched with adequate investment liquidity;
- manage market and credit risk through diversification; and

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- attain the best feasible yield commensurate with the objectives and restrictions set forth in this Policy and the bond ordinance by actively managing the portfolio.

VI. RESPONSIBILITY AND CONTROL

Delegation of Authority [GOVT. CODE 2256.005(f)]

In accordance with the Public Funds Investment Act, the Commissioners' Court designates the County Auditor as Lubbock County's Investment Officer. An Investment Officer is authorized to execute investment transactions on behalf of Lubbock County. No person may engage in an investment transaction or the management of Lubbock County funds except as provided under the terms of this Investment Policy as approved by the Commissioners' Court. The investment authority granted to the investing officer is effective until rescinded by the Commissioners' Court.

Quality and Capability of Investment Management [GOVT. CODE 2256.005(b)(3)]

Lubbock County shall provide periodic training in investments for the designated Investment Officer and other investment personnel through courses and seminars offered by professional organizations, associations, and other independent sources in order to insure the quality and capability of investment management in compliance with the Public Funds Investment Act.

Training Requirement (GOVT. CODE 2256.008)

In accordance with the Public Funds Investment Act, the designated Investment Officer shall attend an investment training session no less often than once every two years commencing September 1, 1997 and shall receive not less than 10 hours of instruction relating to investment responsibilities. A newly appointed Investment Officer must attend a training session of at least 10 hours of instruction within twelve months of the date the officer took office or assumed the officer's duties. The investment training session shall be provided by an independent source approved by the Commissioners' Court. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institution of higher education or any other sponsor other than a business organization with whom Lubbock County may engage in an investment transaction.

Internal Controls (Best Practice)

The Investment Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of Lubbock County are protected from loss, theft, or misuse. The internal control structure shall be designed to provide reasonable

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assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of the control should not exceed the benefits likely to be derived and (2) the valuation of cost and benefits requires estimates and judgments by management.

Controls deemed most important that shall be employed include the following:

Imperative Controls

- Custodian safekeeping receipts records management.
- Avoidance of bearer-form securities.
- Documentation of investment events.
- Written confirmation of telephone transactions.
- Reconcilements and comparisons of security receipts with the investment subsidiary records.
- Compliance with investment policies.
- Verification of all interest income and security purchase and sell computations.

Controls Where Practical

- Control of collusion.
- Separation of duties.
- Separation of transaction authority from accounting and record-keeping.
- Clear delegation of authority.
- Accurate and timely reports.
- Validation of investment maturity decisions with supporting cash flow data.
- Adequate training and development of Investment Officials.
- Review of financial conditions of all brokers, dealers, and depository institutions.
- Staying informed about market conditions, changes and trends that require adjustments in investment strategies.

Accordingly, the Investment Officer shall establish a process to assure compliance with policies and procedures through Lubbock County's annual independent audit.

Prudence (GOVT. CODE 2256.006)

The standard of prudence to be applied by the Investment Officer shall be the "prudent investor" rule. This rule states that "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived." The governing body recognizes that in diversifying the portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the

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context of the overall portfolio's investment return, provided that adequate diversification has been implemented. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- The investment of all funds, or funds under Lubbock County's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment.
- Whether the investment decision was consistent with the written approved investment policy of Lubbock County.

Indemnification (*Best Practice*)

The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific investment's credit risk or market price changes, provided that these deviations are reported immediately and the appropriate action is taken to control adverse developments.

Ethics and Conflicts of Interest [GOVT. CODE 2256.005(i)]

Officers and employees involved in the investment process shall refrain from personal business activity that would conflict with the proper execution and management of the investment program, or that would impair their ability to make impartial decisions. Employees and Investment Officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.

An Investment Officer of Lubbock County who has a personal business relationship with an organization seeking to sell an investment to Lubbock County shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to Lubbock County shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the Commissioners' Court.

VII. SUITABLE AND AUTHORIZED INVESTMENTS

Investments [GOVT. CODE 2256.005(b)(4)(A)]

Lubbock County funds governed by this policy may be invested in the instruments described below, all of which are authorized by Chapter 2256 of the Government Code (Public Funds Investment Act). Investment of Lubbock County funds in any instrument or

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security not authorized for investment under the Act is prohibited. Lubbock County will not be required to liquidate an investment that becomes unauthorized subsequent to its purchase.

I. Authorized

- Direct obligations of the United States of America.
- Direct obligations of this state or its agencies and instrumentalities.
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security of which is guaranteed by an agency or instrumentality of the United States.
- Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the United States of America.
- Direct obligations of the following United States agencies and instrumentalities:
 - a) Federal Farm Credit System
 - b) Federal Home Loan Bank System
 - c) Federal Home Loan Mortgage Corp.
 - d) Federal National Mortgage Association
- Certificates of Deposit issued by a Commissioners' Court authorized depository institution that has its main office or a branch office in Texas. The certificate of deposit must be guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor and secured by obligations in a manner and amount as provided by law.

A Commissioners' Court approved depository is a state or national bank, savings bank, or state or federal credit union domiciled in this state provided:

- a) the County has on file a signed Depository Agreement which complies with the Local Government Code and details eligible collateral, collateralization ratios, standards for collateral custody and control, collateral valuation, and conditions for agreement termination.
- Money Market Mutual funds that:
 - a) are registered and regulated by the Securities and Exchange Commission

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- b) have a dollar weighted average stated maturity of 90 days or less
 - c) seek to maintain a net asset value of \$1.00 per share
 - d) are rated AAA by at least one nationally recognized rating service
- Local government investment pools, which:
 - a) meet the requirements of Chapter 2256.016 of the Public Funds Investment Act
 - b) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service
 - c) are authorized by resolution or ordinance by the Commissioners' Court

In addition, a local government investment pool created to function as a money market mutual fund must mark its portfolio to the market daily and, to the extent reasonably possible, stabilize at \$1.00 net asset value.

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. (*GOVT. CODE 2256.021*)

Security swaps may be considered as an investment option for the County. A swap out of one instrument into another is acceptable to increase yield, realign for disbursement dates, extend or shorten maturity dates and improve market sector diversification. Swaps may be initiated by brokers/dealers who are on Lubbock County's approved list. A horizon analysis is required for each swap proving benefit to Lubbock County before the trade decision is made, which will accompany the investment file for record keeping.

II. Not Authorized [GOVT. CODE 2256.009(b)(1-4)]

Investments including interest-only or principal-only strips of obligations with underlying mortgage-backed security collateral, collateralized mortgage obligations with an inverse floating interest rate or collateralized mortgage obligations with a maturity date of over 10 years are strictly prohibited.

VIII. INVESTMENT PARAMETERS

Maximum Maturities [GOVT. CODE 2256.005(b)(4)(B)]

The longer the maturity of investments, the greater their price volatility. Therefore, it is Lubbock County's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risk caused by changes in interest rates.

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Lubbock County attempts to match its investments with anticipated cash flow requirements. The maximum allowable stated maturity of any individual investment will not exceed more than fifteen years from the date of purchase.

The composite portfolio will have a weighted average maturity of 7 ½ years or less. This dollar-weighted average maturity will be calculated using the stated final maturity dates of each security. [GOVT. CODE 2256.005(b)(4)(C)]

Diversification [GOVT. CODE 2256.005(b)(3)]

Lubbock County recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Risk is managed through portfolio diversification that shall be achieved by the following general guidelines:

- Limiting investments to avoid overconcentration in investments from a specific issuer or business sector (excluding U.S. Treasury securities and certificates of deposit that are fully insured and collateralized in accordance with state and federal law),
- Limiting investment in investments that have higher credit risks (example: commercial paper),
- Investing in investments with varying maturities, and
- Continuously investing a portion of the portfolio in readily available funds such as local government investment pools to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

The following maximum limits, by instrument, are established for Lubbock County's total portfolio:

1.	U.S. Treasury Securities.....	100%
2.	Agencies and Instrumentalities	85%
3.	Certificates of Deposit	50%
4.	Authorized Pools.....	50%

IX. SELECTION OF BANKS AND DEALERS

Depository (Chapter 116, Local Government Code)

At least every four (4) years a Depository shall be selected through Lubbock County's banking services procurement process, which shall include a formal request for proposal (RFP). The selection of a depository will be determined by competitive bid and evaluation of bids will be based on the following selection criteria:

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- The ability to qualify as a depository for public funds in accordance with state law.
- The ability to provide requested information or financial statements for the periods specified.
- The ability to meet all requirements in the banking RFP.
- Complete response to all required items on the bid form.
- Lowest net banking service cost, consistent with the ability to provide an appropriate level of service.
- The credit worthiness and financial stability of the bank.

Authorized Brokers/Dealers (GOVT. CODE 2256.025)

Lubbock County shall, at least annually, review, revise, and adopt a list of qualified broker/dealers and financial institutions authorized to engage in securities transactions with Lubbock County. Those firms that request to become qualified broker/dealers for securities transactions will be required to provide:

- Information regarding creditworthiness, experience and reputation.
- A certification stating the firm has received read and understood Lubbock County's investment policy and agree to comply with the policy.

Authorized firms may include primary dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (Uniform Net Capital Rule), and qualified depositories. All investment providers, including financial institutions, banks, money market mutual funds, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed Lubbock County's investment policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by Lubbock County's policy. [GOVT. CODE 2256.005(k-l)]

Delivery vs. Payment [GOVT. CODE 2256.005(b)(4)(E)]

Securities shall be purchased using the **delivery vs. payment** method with the exception of investment pools and mutual funds. Funds will be released after notification that the purchased security has been received.

X. CUSTODIAL CREDIT RISK MANAGEMENT

Safekeeping and Custodial Agreements

Securities either owned by Lubbock County as part of its investment portfolio or held as collateral to secure demand or time deposits will be held by a third party custodian.

LUBBOCK COUNTY, TEXAS

INVESTMENT POLICY

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.

LUBBOCK COUNTY, TEXAS INVESTMENT POLICY

XI. PERFORMANCE

Performance Standards

Lubbock County's investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio shall be designed with the objective of obtaining a rate of return through budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow requirements of Lubbock County.

Performance Benchmark

It is the policy of Lubbock County to purchase investments with maturity dates coinciding with cash flow needs. Through this strategy, Lubbock County shall seek to optimize interest earnings utilizing allowable investments available on the market at that time. Market value will be calculated on a quarterly basis on all securities owned and compared to current book value. Lubbock County's portfolio shall be designed with the objective of regularly meeting or exceeding the average rate of return on U.S. Treasury Bills at a maturity level comparable to Lubbock County's weighted average maturity in days.

XII. REPORTING (*GOVT. CODE 2256.023*)

Methods

Quarterly - The Investment Officer shall prepare an investment report on a quarterly basis that summarizes investment strategies employed in the most recent quarter and describes the portfolio in terms of investment securities, maturities, and shall explain the total investment return for the quarter.

The quarterly investment report shall include a summary statement of investment activity prepared in compliance with generally accepted accounting principals. This summary will be prepared in a manner that will allow Lubbock County to ascertain whether investment activities during the reporting period have conformed to the Investment Policy. The report will be provided to the Commissioners' Court. The report will include the following:

- A listing of individual securities held at the end of the reporting period.
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period.
- Additions and changes to the market value during the period.
- Average weighted yield to maturity of portfolio as compared to applicable benchmark.
- Listing of investments by maturity date.
- Fully accrued interest for the reporting period.
- The percentage of the total portfolio that each type of investment represents.

LUBBOCK COUNTY, TEXAS INVESTMENT POLICY

- Statement of compliance of Lubbock County's investment portfolio with state law and the investment strategy and policy approved by Commissioners' Court.

An independent auditor will perform a formal annual review of the quarterly reports with the results reported to the governing body [*GOVT. CODE 2256.023(d)*].

Monitoring Market Value [*GOVT. CODE 2256.005(b)(4)(D)*]

Market value of all securities in the portfolio will be determined on a quarterly basis. These values will be obtained from a reputable source and disclosed to the governing body quarterly in a written report.

XIII. INVESTMENT POLICY ADOPTION [*GOVT. CODE 2256.005(e)*]

Lubbock County's investment policy shall be adopted by the Commissioners' Court. It is Lubbock County's intent to comply with state laws and regulations. Lubbock County's investment policy shall be subject to revisions consistent with changing laws, regulations, and needs of Lubbock County. The Commissioners' Court shall review the policy and investment strategies annually, approving any changes or modifications.

**LUBBOCK COUNTY, TEXAS
INVESTMENT POLICY**

**ORDER OF THE
LUBBOCK COUNTY COMMISSIONERS' COURT**

This Lubbock County, Texas Investment Policy is adopted during the regular session of the Lubbock County Commissioners' Court on this the 13th day of March, 2017 and becomes a part of the official minutes of the County Commissioners' Court.

MOTION BY: Bill McCay

SECONDED BY: Patti Jones

Entered in the official minutes of the Lubbock County Commissioners Court.

Bill McCay
Bill McCay, Precinct 1

Absent from this meeting
Mark Heinrich, Precinct 2

Absent from this meeting
Gilbert Flores, Precinct 3

Patti Jones
Patti Jones, Precinct 4

Tom Head
Tom Head, County Judge

ATTEST:

Kelly Pinion
Kelly Pinion
COUNTY CLERK

GLOSSARY

Account - Basic reporting unit for accounting, budget or management purposes.

Account Code - A series of numbers used to identify and classify expenditures or revenues within an organizational unit as set forth in the "Chart of Accounts."

Accrual - The recognition of a transaction at the time it occurs, as opposed to when cash is spent or received.

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Activity - Departmental efforts which contribute to the achievement of a specific set of program objectives; the smallest unit of the budget program.

Actual - Final audited revenue or expenditure results of operations for the fiscal year indicated.

Ad Valorem Taxes - Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate.

AG – Agriculture

Agency Funds - Used to account for assets held by the County as custodian for individuals and other governmental units, such as officials' fee accounts, inmate trust funds, cash bail bonds, and other similar arrangements.

Allocation - Component of an appropriation earmarking expenditures for a specific purpose and/ or level of organization.

Amendment - A modification of the budget by increasing or decreasing an account, or accounts, in the budget by action of the Commissioners Court.

Appraisal District – An independent governmental entity responsible for appraising property within the County. The Appraisal District certifies the County's assessed valuations.

Appraised Value - An estimate of value for the purpose of taxation.

Appropriation - A legal authorization to incur obligations and to make expenditures for specific purposes.

Assessed Valuation - The value set upon real estate and certain personal property by the agency (central appraisal district) tasked with assessing the values of property as a basis for levying property taxes.

Assets - Resources owned or held by a government which have monetary value.

Available Fund Balance - This refers to the cash remaining from the prior year which is available for appropriation and expenditure in the current year.

Balanced Budget – According to generally accepted accounting principles, a balanced budget is one in which the total expenditures do not exceed the total resources (total estimated revenues plus reserves).

Basis of Accounting – Prescribes to when transactions or events are recognized for reporting purposes.

Bond - A promise to repay a specified amount of money (the face amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects. Types of bonds are:

General Obligation Bond - This bond is backed by the full faith, credit and taxing power of the government.

Revenue Bond - This bond is backed only by the revenues from a specific enterprise or project, such as a hospital or toll road.

Bond Rating - A rating assigned by recognized rating agencies such as Moody's and Standard and Poor's Company to debt issuers. The higher the rating, the more credit-worthy the issuer is. Ratings range from AAA(S&P) or Aaa(Moody's) to CCC or ccc. Those rated below B are not usually considered creditworthy.

Bond Refinancing - The payment and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget - A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budget Amendment - A change in the authorized level of funding (appropriations) for a department or line item accounting. These adjustments require Commissioners' Court approval.

Budget Calendar - The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budget Categories - The accumulation of line items of similar use into broader groups to allow more efficient management of the budget by office holders or department managers.

Budget Hearings - Hearings for the purpose of providing public input into the preparation of the budget.

Budget Transfers – A change in the authorized level of funding that has corresponding budget reductions and increases between categories, line items, departments, or funds.

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. These generally take one of three forms: GAAP, cash, or modified accrual.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

CAFR – Comprehensive Annual Financial Report

Capital Assets – Acquisitions are capitalized when they cost \$5,000 or more. Capital assets are also called fixed assets.

Capital Improvements - Expenditures related to the expansion, or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Project - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

CDA – Criminal District Attorney

Certificates of Obligation - A short-term debt instrument whose rates are periodically restructured.

CJD – Criminal Justice Division

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

Contraband – Goods that have been imported or exported illegally.

CRTC – Court Residential Treatment Center

CSCD – Community Supervision Corrections Department

Current Property Taxes – Property taxes are recognized as revenues in the period for which they are levied, regardless of the lien date. Property taxes for the County are levied based on taxable value on the lien date of January 1 prior to September 30 of the same year. They become due October 1 of that same year and delinquent after January 31 of the following year.

Debt Service Fund - This fund is used to account for the receipt and disbursement of funds to retire debt resulting from the issuance of general obligation bonds, certificates of obligation, and certain capital leases. Financing is provided by a specific annual property tax levy, and the investment interest earned thereon.

Deficit - The excess of expenses over budget during the accounting period.

Delinquent Property Taxes – Property taxes that remain unpaid at February 1st.

Department - A major division or unit of the County responsible for a service or operation or a group of related operations within a functional area.

Depreciation – A method of allocating the cost of a tangible asset over its useful life.

Disbursements - The expenditure of monies from an account.

Division - A section of an operation that is grouped based on related activities.

DOJ – Department of Justice

DRC – Dispute Resolution Center

DRO – Domestic Relations Office

Effective Tax Rate - State law in Texas prescribes a formula for calculating the effective tax rate for counties. The net effect of the formula is to produce a tax rate that decreases when property values rise because of inflation and vice versa. The intent is to generate a rate that produces approximately the same revenues as the year before. The formula does make adjustments for newly annexed property and newly constructed property.

Emergency Amendment - An amendment to the budget to pay an unbudgeted expenditure because of an emergency event that creates a grave public need which is both unusual and unexpected at the time the budget was adopted.

Encumbrance - The obligation of appropriated funds for the future payment of an item or service. To encumber funds means to set aside or commit funds for a specified future expense.

Employee Benefits - Contributions made by a government to meet commitments or obligations for benefits. Included are the government's share of costs for Social Security and various pension, medical, and life insurance plans.

Estimated Revenue - The amount of revenue projected for the fiscal cycle by the County Auditor. Projections are generally based on prior experiences or increased fees.

Expenditure - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Expense - Charges incurred (whether paid immediately or accrued) for operations, maintenance, interest, or other charges.

Fee Offices - County offices that charge fees or fines for services or punishment. These are designated as fee offices for reporting of revenues.

FEMA - Federal Emergency Management Agency

Fiduciary Fund – The funds that account for assets held by the County in a trustee or agency capacity.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government series, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year (FY) - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The fiscal year for Lubbock County is October 1st through September 30th.

Fixed Assets - Assets of long term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. See Capital Assets.

Fringe Benefits – The cost of all non-wage, labor-related expenses including but not limited to group insurance, social security, retirement, workers' compensation, unemployment compensations, and other employment benefits.

Full-time Equivalent Position (FTE) – One FTE equates to a 40-hour work week for twelve months.

Function - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible. (e.g, public safety, general administration, administration of justice)

Fund - A grouping of accounts that is used to maintain control over resources that are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carryover.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

GASB - Governmental Accounting Standards Board.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. This is the main operating fund of the County.

GFOA - Government Finance Officers Association.

Governmental Funds – Fund types used in governmental entities to account for transactions, they include: the general fund, special revenue funds, capital projects funds, and debt service funds.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the terms of the grant.

Inflation - A persistent rise in the general price level that results in a decline in the purchasing power of money.

Interest - The cost of using money borrowed from another. Set as a percentage of the Principal.

Interest Earnings - Earnings from available monies invested during the year.

Intergovernmental Revenues - Funds received by a government from another federal, state, and other local government in the form of grants, shared revenues, and payments in lieu of taxes.

Investments - Securities and real estate held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include fixed assets used in governmental operations.

JAG – Justice Assistance Grant

JJAEP – Juvenile Justice Alternative Education Program

JP - Justice of the Peace

LCAD – Lubbock Central Appraisal District

LCJJC – Lubbock County Juvenile Justice Center

LE – Law Enforcement

LECD – Lubbock Emergency Communications District

LEOSE – Law Enforcement Officers Standards Education

LEPC – Lubbock Emergency Planning Committee

Levy - To impose property taxes for the support of government activities.

Liabilities - Debt or other legal obligations arising out of transactions in the past that must be liquidated, renewed, or refunded at some future date.

Line-item budget - A budget prepared along departmental lines that focus on what is to be bought.

Long-Term Debt - Debt with a maturity of more than one year after the date of issuance.

Major Fund – By definition the General Fund is always considered a major fund. Other major governmental funds must be reported as major funds if they meet both of the following criteria.

1. 10% criterion. An individual government fund reports at least 10% of any of the following:
 - a. Total governmental fund assets
 - b. Total governmental fund liabilities
 - c. Total governmental fund revenues
 - d. Total governmental fund expenditures
2. 5% criterion. An individual governmental fund reports at least 5% of the aggregated total for both governmental funds and enterprise funds of any one of the items for which it met the 10% criterion.

ME – Medical Examiner

MHMR - Mental Health Mental Retardation.

Mgt. – Management

Modified Accrual Basis - A basis of accounting in which transactions are generally recognized at the time they are incurred, as opposed to when cash is received or spent.

Non-Capital Equipment – A purchase is classified as a non-capital equipment purchase when the total cost exceeds \$1,000 but is less than \$5,000.

Non-Departmental Expense - Expenditures for professional services and other general government functions, which cannot be allocated to individual departments, are assigned to miscellaneous/non-departmental expenses.

Non-Major Fund – See definition of Major Fund.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Office - The basic organizational unit of government for an elected official which is functionally unique in its delivery of services (as compared to departments headed by nonelected managers).

Personnel Costs - Expenditures for salaries, wages, and fringe benefits of a government's employees.

Personal Services - Expenditures for salaries, wages, and fringe benefits of a government's Employees.

Principal - The amount of money owed on which the entity is obligated to pay interest.

Property Tax - Taxes levied on both real and personal property according to the property's valuation and the tax rate.

Records Management – This term applies to the management of County records and government documents. Fees are budgeted for collection and expenses for the safeguarding of records according to the Texas Management Act.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution - A formal statement of opinion or determination adopted by an assembly or other formal group.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - The annual or periodic collections of money by the government for public use. Examples are taxes and fees.

R.O.W. – Refers to Right-of-Way; for example the purchase of land for street access.

Salaries – The cost of all labor related expenses required of a department to function, including but not limited to salaries, merit, cost of living adjustments (COLA), etc.

Source of Revenue - Revenues are classified according to their source or point of origin.

SPAG – South Plains Association of Governments

SPATTF – South Plains Auto Theft Task Force

Special Revenue Funds – Used to account for specific revenue sources (other than capital projects) that are restricted to expenditures for specified purposes. These restrictions exist both externally (by agreement with other entities or by statute) and internally (by policy of Commissioners' Court).

Staffing Trends - Staffing figures for a specific period of time for a department or division.

Statute - A law enacted by the legislative assembly.

TAG – Texas Anti-Gang

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular person or property for current or permanent benefit, such as special assessments.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Notes – A short-term debt obligation repayable by ad valorem tax revenue.

Tax Rate - A percentage applied to all taxable property to raise general revenues.

Tax Roll - Official list showing the amount of taxes levied against each taxpayer or property.

Time Deposit - Investments of idle funds with a depository at a negotiated interest rate.

TDCJ-CJAD - Texas Department of Criminal Justice – Criminal Justice Assistance Division

TJJD - Texas Juvenile Justice Department

Transfers – Amounts, at the fund level, recognized as disbursements-out by one or more funds and as revenues-in one or more other funds.

Unencumbered Balance - The amount of an appropriation that is neither expended nor obligated (encumbered). That amount of appropriation is available for future use.

Un-appropriated Fund Balance - Funds that are neither expended nor obligated and provide cash flow to the organization.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

USDA – United States Department of Agriculture

User Charges - The payment of a fee for direct receipt of a public service by the party who benefits from the service.

VINE - Victim Information Notification Everyday

VOCA – Victims of Crime Advocacy

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