

# COMMUNITY VENUES



BEXAR COUNTY

FY 2008-2009 ADOPTED BUDGET





# COUNTY OF BEXAR



## ADOPTED ANNUAL BUDGET FISCAL YEAR 2008-2009 OCTOBER 1, 2008 – SEPTEMBER 30, 2009

### COMMISSIONERS COURT

**NELSON W. WOLFF**  
County Judge

**SERGIO “CHICO” RODRIGUEZ**  
Commissioner, Pct 1

**LYLE LARSON**  
Commissioner, Pct 3

**PAUL ELIZONDO**  
Commissioner, Pct 2

**TOMMY ADKISSON**  
Commissioner, Pct 4

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REVENUES PREPARED BY THE AUDITOR'S OFFICE  
TOMMY J. TOMPKINS, COUNTY AUDITOR



# **Bexar County Mission Statement**



**Our mission is to build a better  
community through quality services.**





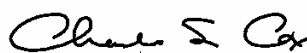


GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

**PRESENTED TO**  
County of Bexar  
Texas

**For the Fiscal Year Beginning**  
October 1, 2007

  
President

  
Executive Director

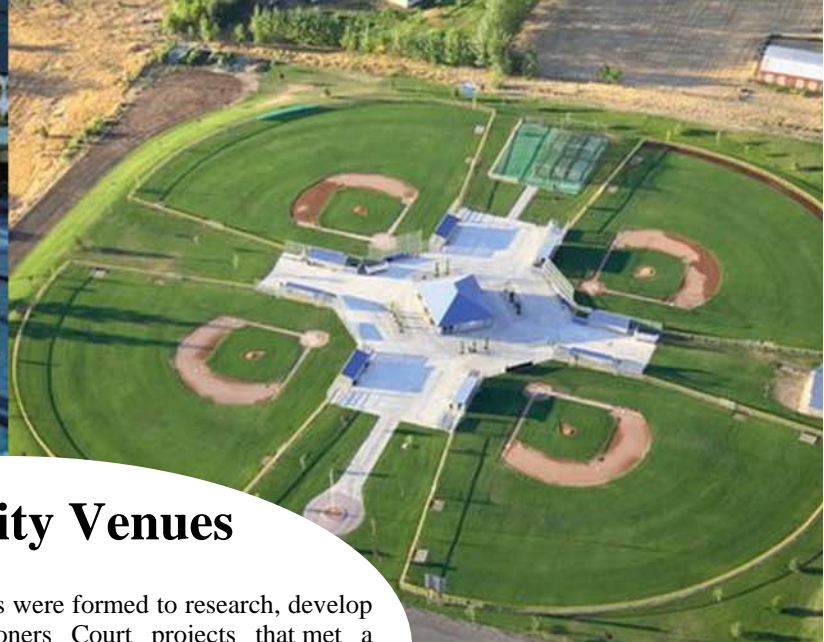
The Government Finance Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **County of Bexar, Texas** for its annual budget for the fiscal year beginning **October 1, 2007**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.





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## Community Venues

In July 2007, Citizen Committees were formed to research, develop and recommend to Commissioners Court projects that met a community need, appealed to visitors, and improved our local economy. In May 2008, Bexar County citizens approved extending the visitor tax, a financing tool combining a 1.75% hotel/motel occupancy tax and a 5% short-term car rental tax to fund and develop new community venue projects.

### San Antonio River Improvements

Park/ Museum Reach	\$12.5 Million
Eagleland Reach	\$2.8 Million
Mission Reach	\$109.7 Million

### Amateur Sports Facilities

Brooks Soccer/Rugby	\$5M	National Swim Center	\$7M
Classic Elite Soccer	\$1.2M	St. Marys Complex	\$6M
Culebra Creek Soccer	\$5.23M	Southeast Pony League	\$3.3M
Hartman/SOAR Park	\$5M	Texas Fencing Center	\$2M
McAllitster League	\$2.67M	UTSA Complex	\$15M
Missions Baseball Academy	\$4M	Wheatley Heights	\$7.5M
Concepcion Complex	\$16.1M		

### Community Arenas and Grounds

Freeman Coliseum	\$10 Million
Exhibition/Stock Show Facilities	\$15 Million
AT&T Center	\$75 Million

### Cultural Arts Venues

Alameda Theater	\$6 Million
Briscoe Western Art Museum	\$4 Million
Performing Arts Center	\$100 Million



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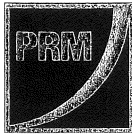
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One of the voter approved visitor tax projects will provide funding for the Park/Museum Reach of the San Antonio River. The project will stabilize the river channel, extend navigation by river barge through the addition of a lock and dam. This project will also create access along a linear park that links major cultural institutions and commercial centers; and add a hike and bike trail to connect Museum Reach to Brackenridge Park.





To the Honorable Commissioners Court  
Bexar County, Texas

This document contains the budget as adopted by Commissioners Court for Fiscal Year 2008-09. The adopted budget document has been updated to reflect changes made by Commissioners Court to the Budget Officer's Proposed Budget. All of the changes made to the proposed document are described in a memo to Commissioners Court included in the Appendices section of this document.

The FY 2008-09 Adopted Budget for all funds totals \$1.636 billion, which represents a significant (\$545 million) increase over last year's adopted budget. The majority of this increase is because of the budgeting of the \$415 Million voter-approved Visitor Tax project program and additional funding to complete Capital Projects as a County goal for FY 2008-09. The FY 2008-09 Adopted Budget for the General Fund totals \$375.2 million, or a 2.1% (\$7.7 million) increase over last year's General Fund budget.

The FY 2008-09 Adopted Budget is balanced at a County ad valorem tax rate of \$.326866 per \$100 of appraised value, including maintenance and operations, debt service, and flood control taxes. While this rate is unchanged from FY 2007-08, it reflects an overall reduction of .061984 or 15.9% since 1994. The revenue generated by this adopted tax rate, coupled with the Commissioners Court decision to cap General Fund expenditures at a level that can be supported by a five percent increase in ad valorem taxes plus other revenue sources, has allowed for significant investment in long term flood control projects. The capital investment in flood control over the next 10 years as outlined in this budget is the largest capital program ever undertaken by Bexar County. It will address identified flood control issues in all five Bexar County watersheds.

Copies of the Court Orders setting the tax levies for tax year 2008 and adopting the budget for FY 2008-09 are provided in the Appendices section of this document.

The staff of the Planning and Resource Management Department is eager to work with Elected and Appointed Officials to help implement the programs and initiatives outlined in the FY 2008-09 Adopted Budget as approved by Commissioners Court.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Smith', is written over a horizontal line.

David Smith  
Budget Officer/Executive Director  
Planning and Resource Management Department





This visitor tax-funded project will provide \$75 Million to enhance the AT&T Center arena's technology and mechanical systems and will provide for expanded/increased flexible meeting space to allow the building to compete and attract more events and functions.



David L. Smith, EXECUTIVE DIRECTOR BUDGET OFFICER

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**To the Honorable Commissioners Court**

**Bexar County, Texas**

## **BUDGET MESSAGE**

### **INTRODUCTION**

I am pleased to submit for your consideration the FY 2008-09 Adopted Budget for Bexar County, Texas. This Adopted Budget totals \$1.636 billion for all funds, including \$444.7 million in Operating Appropriations, \$817.5 million in Capital Projects, \$65.4 million for Debt Service, and \$308.9 million for reserves and contingencies.

This year's budget is being presented at a time of mixed signals in the national and local economic environment. Locally, Bexar County continues to experience job growth and a growing real estate market. But events on the national and international economic stage give reason for caution in structuring next year's budget. Accordingly, the FY 2008-09 Adopted Budget is designed to allow the County to react to potential financial changes in a fiscally responsible manner.

This Adopted Budget continues the fiscal discipline enacted by Commissioners Court to fund the County's regional flood control program. The FY 2008-09 Adopted Budget encourages operational efficiency from County programs and organizations, but also recommends managed growth in services to the community. As was the case in FY 2007-08, this budget limits the General Fund maintenance and operation budget to a level that can be supported by a 5 percent increase in ad valorem revenue; and projects revenue from all other sources within the General Fund to remain relatively flat, decreasing by 0.6 percent. Previously, Bexar County saw double digit percent growth in property appraisals; with a significant slowing in new housing starts and a larger number of property appraisal protests won, Bexar County will most likely see significant slowing of our revenue growth in the next few years.

The FY 2008-09 Adopted Budget for all funds totals \$1.636 billion, which represents a significant (\$545 million) increase over last year's adopted budget. The majority of this increase is because of the budgeting of the \$415 Million voter-approved Visitor Tax project program and additional funding to complete Capital Projects as a County goal for FY 2008-09. The FY 2008-09 Adopted Budget for the General Fund totals \$375.2 million, or a 2.1% (\$7.7 million) increase over last year's General Fund budget.

The FY 2008-09 General Fund Adopted Budget includes \$3.8 million to fund the compensation step-plan in the third year of the collecting bargaining contract with the Deputy Sheriff's Association of Bexar County, \$5.1 million for a market study and salary adjustments for exempt employees, \$2.3 million for expanded or new services, and \$2.5 million to help address mandates pertaining to future retiree health care costs. Additionally, \$4.9 million in undesignated funds is appropriated for unanticipated expenditures that may occur during FY 2008-09.

The Adopted Budget includes a General Fund appropriated fund balance of \$34.1 million to meet our commitment to investors and rating agencies to maintain operating reserves of at least 10

percent. The total reserves for all funds for FY 2008-09 is \$260.4 million, which is in large part due to the continued funding provided to address the County's \$550 million regional flood control program. Reserves in other funds reflect Bexar County's commitment to maintaining a strong financial position that will enable it to deal with unforeseen emergencies.

## **BUDGET CHALLENGES**

**Current Economic Environment** – Although Bexar County has been somewhat shielded from the economic downturns experienced in other localities around the nation, factors such as the subprime mortgage crisis and lower interest rates have the potential to negatively impact the local economy in the near future. The subprime mortgage crisis is of particular concern, as it could affect the County's primary source of revenue, ad valorem property taxes. Although locally growth continues, the housing and commercial real estate markets have slowed when compared to recent years and will need to be monitored to determine the effect on the County's property tax revenue growth. Interest rate changes have already impacted the County. Investment revenue has decreased due to several actions over the past year by the Federal Reserve Board of Governors to decrease interest rates as a means of mitigating the subprime mortgage crisis. County expenditures have also been impacted by the national economy as record-high oil prices have resulted in increased gas and electricity costs.

Despite slowed economic growth, the San Antonio Metropolitan Area was among the top 10 metropolitan areas in the U.S. in terms of numerical growth in population from July 1, 2006 to June 30, 2007. Population is forecasted to continue to grow, which will result in an increased demand for County services, particularly in the areas of the criminal justice and infrastructure systems. This increased demand for services coupled with the impact of national economic factors necessitates the prudent and fiscally responsible approach to budgeting adopted in this year's budget.

**The 81<sup>st</sup> State Legislature** – The 81<sup>st</sup> Session of the Texas Legislature will convene on January 13, 2009. Bexar County Commissioners Court customarily approves a program of legislative initiatives, which will be focused on protecting the interest of the County and its taxpayers. The County's proposed legislative program for the upcoming session contains initiatives, such as those that continue to control jail population, oppose appraisal and revenue caps, control development near our military bases, and reform the Texas Youth Commission (TYC), and requests from the County and District Courts for expansion in the number of courts for Bexar County.

- **Appraisal and revenue caps.** Property tax reform is a topic that will likely be addressed during the upcoming legislative session. Bexar County relies on ad valorem (property) taxes for 75% of its revenue to provide essential services to the residents of Bexar County. In the past, the Texas Legislature has proposed the use of appraisal and revenue caps to fix the perceived problems associated with the property tax appraisal system. However, implementation of caps has a direct fiscal impact to the County. For example, a five percent cap on the maximum average annual percentage increase in the appraised value of a residential homestead would result in a loss of \$16,537,110 annually. A three percent cap could potentially result in a loss of \$22,051,612 annually. Bexar County will need to carefully monitor appraisal and revenue cap legislation.
- **Encroachment of development near military bases.** Also included for legislative consideration are measures that control the continued commercial development that is encroaching in areas adjacent to our local military bases and have the potential to jeopardize their mission capability and make them targets for any future Base Realignment and Closure (BRAC) consideration. The FY 2008-09 Adopted Budget provides start-up funding for the County to begin to address this issue.

- **TYC Reform.** Texas State Senate is exploring the possibility of implementing significant changes to the Texas Youth Commission (TYC). In order to prepare for any changes that the 81<sup>st</sup> Session of the Texas Legislature may consider, the Planning and Resource Management Department has developed preliminary cost estimates based on existing juvenile facilities and varying capacity scenarios. Because the number, type, and location of these facilities is as yet undefined, the range of cost estimates is necessarily large.

Abolishment of the Texas Youth Commission (TYC) will require local Counties to construct and operate facilities for the incarceration of the youth who would normally be transferred to TYC. The direct impact of the abolishment of TYC would be the cost of construction and operation of a hardened juvenile detention facility. It is estimated the cost of construction is between \$65 million and \$111 million, with an annual operating expense range of \$16 million to \$32 million annually. Obviously, any such “localization” of State TYC facilities must come with the resources required to build and operate these institutions.

The Budget does, however, adopt \$1.6 million in funding to offset the loss at the State and Federal level of funding for Residential Placement Services. Additional funding is also provided to meet State staffing mandates in our Juvenile correction and treatment facilities. This funding demonstrates Commissioners Court’s strong commitment to our Juvenile Services offices and departments.

- **Courts.** The Bexar County and District Court Judges will be seeking legislative approval for the establishment of six additional statutory courts. The District Courts cite increased population and, more specifically, a recently published analysis conducted by the National Center for State Courts (NCSC) evaluating the Texas County Judicial workload.

Through its analysis, the NCSC developed a weighted caseload approach in comparison to current Texas County Judicial Officer resources. This study took into consideration a three-year average of case filings (2005 – 2007) and self-reported time requirements for various types of offenses. In developing its recommendations for additional courts, NCSC’s analysis was based upon the assumption that the judicial work year is composed of 215, 6-hour work days. Through its analysis the NCSC determined Bexar County District Courts’ current Judicial Officer resources to be at a shortfall of 6.7 courts to accommodate current Bexar County caseload requirements and offer maximum productivity.

Citing this report’s findings, Bexar County District Courts are requesting a combined total of 3 additional courts to be authorized during the 81<sup>st</sup> Legislative Session. These include one Criminal District Court, one Civil District Court, and one Juvenile District Court. The County Courts-at-Law were not participants of this analysis. However, County Courts-at-Law are also seeking an additional 3 courts with criminal jurisdiction be authorized. The financial impact resulting from the creation of these six additional courts is estimated at \$6,646,125.

Presently Bexar County Courts operate as follows:

	<b>Statutory Courts</b>
Criminal District Courts	9
Civil District Courts	13
Juvenile District Courts	2
County Courts-at-Law ( Criminal)	9

The estimated cost associated with operating one statutory court is \$1 million to \$1.5 million annually.

As part of the County space planning effort, the County's planning consultants Carter Burgess analyzed the need for new courts and determined 4 would be required by 2020.

Finally, even if one utilizes the Statewide NCSC study, Planning and Resource Management would still recommend that before additional statutory courts are added, we should first work to help make the best use of the personnel and space we already fund for our existing courts. With this in mind, in FY 2007-08, Commissioners Court authorized the creation of additional impact and drug courts, as well as increased funding for a full time visiting judge for family violence cases. The increased operational efficiency and reduced jail population associated with the visiting judge program suggests that this approach may offer a promising and cost-effective alternative to creating additional statutory courts.

**Collective Bargaining** -In August 2006, the County entered into the first ever collective bargaining agreement with the Sheriff's Office uniformed deputies, represented by the Deputy Sheriff's Association of Bexar County (DSABC). The FY 2006-07 Adopted Budget included \$7.4 million to fund pay and benefits agreed to in the first full year of the collective bargaining agreement. The agreement included automatic pay increases every August (step plan), shift differential pay, duty differential pay, educational incentives pay, proficiency pay, and parking allowance. In FY 2007-08 an additional \$2.7 million was included in the budget to fund the second year of the collective bargaining agreement. An additional \$3.8 million is included in the FY 2008-09 Adopted Budget to fund the third year of the agreement. The current agreement is due to expire August 2009. The result of the negotiations during FY 2008-09 could have a significant impact on future County budgets.

## **STRATEGIES**

This Adopted Budget continues to reflect Bexar County's commitment to a fiscally disciplined planning and budgeting process. Included in this budget are proposals to enhance organizational operating efficiency by re-evaluating the performance and funding associated with previously authorized program. The FY 2008-09 Adopted Budget also recognizes the continuing demand for County services by recommending managed growth in key programs.

**Operating Efficiency.** One strategy used in preparing this budget was the evaluation of current funded programs. Programs and authorized positions were evaluated and identified for possible reduction using four criteria: positions that have been vacant for an extended period of time; programs that saw a decrease in revenues or did not achieve the revenue goals set when the programs were established; programs not meeting performance/efficiency goals; and grant positions that are seeing a decrease or termination of their grant funding. Overall 30.5 positions are being deleted from the General Fund:

- **Vacant.** Twelve positions were deleted due to extended vacancy. All these positions have remained vacant since January 1, 2008.
- **Revenue.** One position was deleted as a result of a decrease in revenues collected or because the revenue goals that were set when the programs were established have not been met.
- **Not meeting performance/efficiency expectations.** Four positions were deleted because of efficiencies identified as part of performance reviews or because the programs they were part of were not meeting performance expectations for which they were originally created and funded.



- **Grant positions.** 13.5 positions that are seeing a termination of grant funding will not be funded by the General Fund. One of the continued challenges for the County is to develop a better planning process for grant funded programs, one that prepares and identifies future financial impact of the termination of grant funding. Part of the Planning and Resource Management's FY 2008-09 Work Plan is the development of a Strategic Grant Plan and Revised County Grant Policy. This revised plan and policy should be developed to help the County avoid the financial and operational impact of unexpected termination of grant funding.

**Managed Growth.** Along with the deletion of some positions, Bexar County must expand operations in key service areas and continue to keep pace with the increase in demand for County services. A total of 102 positions are included in the FY 2008-09 Adopted Budget, some of which are more fully detailed below.

- **Juvenile Welfare Programs**

Juvenile welfare programs continue to be a high priority in Bexar County. The citizens of Bexar County have supported significant investments in the County's juvenile welfare programs, particularly since 2003 when they approved over \$24 million in bonds for improvements in juvenile facilities. Included in that issuance was funding for a new juvenile placement facility, a new juvenile probation center, a residential treatment center, expansion of the juvenile detention center, and other facility improvements.

Additionally, for the three years immediately following 2003, Commissioners Court authorized and funded a total of 87 new positions and \$275,000 per year in overtime funding for the Juvenile Probation Department, and funded over \$7 million in technology improvements, including a new Juvenile Justice Information System currently estimated at \$3.9 million.

Many of these enhancements were necessary to ensure compliance with the Texas Juvenile Probation Commission standards. However, significant budgetary support has been provided by Commissioners Court since 2003, exceeding the minimum requirements of the Probation Commission. This reflects the Court's commitment to providing the highest level of juvenile support programs.

The number of juvenile referrals to the probation and detention system has grown from 7,723 per year in FY 2001-02 to 8,812 per year projected for FY 2008-09. In response to the increase in juvenile referrals, and the demands that it places on the Juvenile Probation system, the FY 2008-09 Adopted Budget is recommending an additional 16 full-time positions, with 15 of those dedicated to the detention facilities. The positions are as a result of recommendations from a staffing analysis conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department in FY 2007-08. The recommendations are intended to be phased-in over a two year period, future year budget restraints permitting. Additionally \$1.6 million is included in the Non-Departmental Contingency Budget for residential placement of juveniles.

- **Law Enforcement.** Four Deputy Sheriff-Law Enforcement positions and one Law Enforcement Sergeant are for a Patrol Power Shift to reduce response times during the periods of the highest demand. One Law Enforcement Investigator position in the Criminal Investigation Division is recommended to enhance the sex offender registry and monitoring program. Two part-time Pre-Employment Specialist positions were moved from Law Enforcement to Support Services. Two County Court at Law Impact Court Security Deputy Sheriff-Law Enforcement positions are funded through May 31, 2009. Continued funding of these two positions depends on pending

Legislation that may add additional new County Courts at Law. One Fleet Maintenance Supervisor position and one Fleet Technician position are funded to civilianize functions currently being performed by certified law enforcement officers so that the officer's training may be utilized fully to serve the public.

Analysis by the Planning and Resource Management Department showed that there are no fewer than 20 Court Security Deputy Sheriff-Law Enforcement positions available for redeployment by the Sheriff's Office from the bailiff pool. Rather than deleting the 20 surplus positions, it is suggested that the Sheriff's Office redeploy the positions to address the request by the County Courts at Law for additional bailiffs.

Additionally, Funding for 17 positions is provided in the FY 2008-09 Non-Departmental Adopted Budget for the civilianization of positions in the Jail and hospital escort monitoring duties. The authorization for these positions is contingent on reaching an anticipated agreement with the Deputy Sheriff's Association of Bexar County and the Sheriff's Office for use of 208 additional jail beds. The additional 17 positions enable the Adult Detention Center to increase its bed capacity from 4,390 to 4,598, while remaining in compliance with the Texas Commission on Jail Standards regulations.

- **Buildings.** The County is gaining a new building, which will house the Adult Probation Department. Infrastructure Services will gain three positions to maintain the building, which includes one Facilities Maintenance Manager, one Life and Safety Technician, and one Maintenance Mechanic II. The building will expand the County Building Division 100,000 square feet. Another expansion includes the Juvenile Center Expansion, the Juvenile Probation building, and the deletion of the Mitchell building, which will give a net increase of 83,000 square feet. A total of four new positions (\$174,679) are to staff these expanded Juvenile facilities, which includes one Electronic Technician II, one Life and Safety Technician, and two Maintenance Mechanic IIs. An additional \$274,519 has been budgeted for the operational cost associated with the expansion.
- **Parks.** Lakewood Acres Park will bring three additional positions to maintain the park, which includes Parks and Grounds Foreman and four Field Maintenance Workers with funding in the amount of \$119,917. An additional \$27,032 has been budgeted for the operational cost associated for Lakewood Acres Park. As the County adds parks and green space, the County will re-examine the facility fees it charges for use of our parks and related community facilities. The County's current fee structure has not been adjusted since the mid 1990's. This potential new fee schedule could increase revenues to support the maintenance of our parks.
- **Energy.** Several of the projects authorized in the 2003 Bond Referendum are recommended to receive upgrades to enhance energy efficiency. These include full automation of temperature controllers, relays, and programming for more efficient Heating Ventilation and Air Conditioning operation and energy management. These initiatives should lower energy consumption and utility costs. Additional funding in the amount of \$3,000,000 is allocated in FY 2008-09 to accomplish these upgrades. The additional funds will also replace the roof and upgrade solar hot water system at the ADC Annex (\$2,015,000).

## **OUTSIDE AGENCIES**

For a number of years, Bexar County Commissioners Court has partnered with various non-profit organizations (also known as Outside Agencies) to help address gaps in services these agencies can provide to the citizens of Bexar County. Over the past few years there has been an increase in both new

and continued funding requests and an increase in the amount of funding approved by Commissioners Court, as shown in the following table:

<b>FY 2005-06</b>	<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09 Adopted</b>
\$473,000	\$760,000	\$1,196,000	\$1,202,600

The FY 2008-09 Adopted Budget recommends a total of \$1,202,600 in funding for contributions to outside agencies that provide important social and environmental services, education programs, economic development initiatives, and other services for Bexar County citizens.

The FY 2008-09 Adopted Budget also recommends funding of \$750,000 for sobriety services provided by the Center for Health Care Services. This agency proposes to provide a jail diversion program that will focus on diverting persons with mental illness and substance abuse issues from incarceration at our County jail. The Center will divert this population to their newly developed Restoration Center which will provide a combination of medical and mental health triage

## **BUDGET PRIORITIES**

### **Flood Control and Capital Program**

The County is currently undertaking the most ambitious Flood Control and Capital Improvement Program in the history of Bexar County, at a combined total of about \$1.1 billion in projects. This program includes \$550 million in flood control projects to be implemented over ten years. This amount represents Bexar County's contribution to over \$1 billion in flood control projects identified by the Countywide Citizens Watershed Master Plan Committee. The County's Capital Improvement Program, valued at about \$450 million, includes several major projects including the Justice Center Expansion, a new Adult Probation Facility, new and improved Juvenile Probation facilities, two parking garages and continued development of an Adult Detention Center Campus. The County will also continue to complete road projects at an estimated value of \$85 million.

In order to fully fund this Flood Control and Capital Program without increasing the property tax, a funding strategy was approved by Commissioners Court in FY 2007-08 and is to continue through FY 2008-09. This strategy caps growth in the General Fund at an amount equal to five percent growth in ad valorem tax revenue. The cap growth allows excess tax revenues to then be utilized to fund flood control and capital projects.

### **Technology**

Currently, there are four major on-going technology projects in progress with significant impact to County-wide operations. Bexar County Information Services presented an Information Technology Strategic Roadmap to Commissioners Court in September 2008, that reviewed current County system requirements and provided a course of action to successfully fund and implement a number of projects, including the following major systems:

**Bexar County Integrated Justice System (CIJS)** This project began in 2002 to replace the antiquated mainframe legacy system that is currently used by the judicial system. The project was originally budgeted at \$18,000,000. However, due to expansion to the scope of the project by the CIJS Steering Committee and a change of vendors, the new cost of the project is estimated at \$26,000,000.

**Cashiering System** The Countywide Cashiering System will upgrade the current system to accept payments by offices and departments. The current cashiering system used by the County does not permit the use of credit cards and electronic checks. As a result, there is no standardized method for accepting payments throughout offices and departments. Currently, the County is entering into an agreement with a vendor to upgrade the current cashiering system to accept credit cards and electronic checks Countywide.

**Juvenile Case Management System (JCMS)** Bexar County is working with the Conference of Urban Counties (CUC) to develop the Juvenile Case Management System currently referred to as the Juvenile Justice Information System (JJIS). This system is primarily used by the Juvenile Probation Department (BCJP). The current JJIS is a second generation mainframe-based application originally developed in the mid 1980's. The goal of the JCMS project is to create an application that could be used Statewide and meet the needs of the County and the State of Texas. The project is currently in its second phase and a new vendor to complete the second phase was selected in July 2008. The project is budgeted at \$3,682,609.

**Financial Management System** Bexar County uses a financial system that operates on a ten year old mainframe system. In order to better serve the County, implementation of a new financial system is currently underway. The project to replace the current financial system began in FY 2005-06. The cost of the project is estimated at \$5.1 to \$5.9 million. The County is in the process of selecting the appropriate vendor for this project.

### **Capital Projects**

During FY 2008-09, the County will continue to implement its regular Capital Improvement Program (CIP), which includes 129 projects at a total cost of \$225 million. Of this amount, \$28 million is additional funding provided for existing projects while \$15.7 million is provided for new projects, for a total new investment of \$43.7 million. The Capital Lease Buyout will be funded in CIP in the amount of \$8.4 million and the Special Road and Bridge fund will include \$4 million to help fund new and existing projects, which will be placed in the Special Road and Bridge Fund. New projects include funding for Adult Detention Center enhancements, a firing range for the Sheriff's Office, roads, and technology projects. In addition to the County's regular CIP, completion of the November 2003 Bond Referendum projects will continue as well as second year implementation of the 10-year Flood Control Project Plan.

### **Stormwater Mitigation**

The Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ) have mandated a new Storm Water Quality Program. The purpose of this program is to reduce the discharge of pollutants from the County to protect water quality. Key activities will include education, illicit discharge detection and elimination, construction stormwater runoff control and pollution prevention. The program will be staffed with one Civil Engineer, one Civil Engineer Assistant, and one Office Assistant IV for a total cost of \$164,942. Also, the program will be supported through the assessment of a Federal Stormwater Fee. It is estimated that this fee could generate up to \$2 million in revenue for stormwater mitigation.

### **Community Venues Projects**

In 1999, the Bexar County voter approved the Visitor Tax to pay for construction of the County-owned AT&T Center through a combined 1.75% hotel/motel occupancy tax and a 5% short-term car rental tax. The 20-year bonds are now projected to expire much sooner than originally projected. This created an opportunity to explore the future use of these revenues to help finance other projects allowed by Local Government Code Chapter 334 Sports and Community Venue.

Commissioners Court then directed the project consultant to work with County and community stakeholders to develop a sports and community venue projects plan. The task was to not only assess the possible projects within Chapter 334 Local Government Code but to determine and recommend the amount of public and private funding that could be allocated to the projects. With the Bonds on track to be paid off by 2012, the Court developed a strategy that took under advisement the consultants findings.

With the Community Venues under review by Court members and appointments to the Citizens Advisory Board already in place, three other Citizen Advisory Committees were formed and appointed by the Commissioners Court. Three groups with over 25 volunteer members began their deliberations in July 2007, with a goal of taking projects to the Commissioners Court at the end of the year for a proposed vote in May 2008.

Each of the committees were charged with evaluating opportunities within their areas on some basic evaluation criteria: 1) will it drive tourism; 2) will it create economic impact; 3) are there leveraging opportunities; 4) is there community benefit; 5) geographic diversity; 6) sustainability. The committees met 2 to 3 times a month over the 6 months and came to the Commissioners Court with their final recommendations in December of 2007. The Commissioners Court heard and approved the recommendations with very little alterations and set the election for May of 2008.

On May 10, 2008, Bexar County voters approved: \$125 million for San Antonio River Improvements, \$100 million for Community Arenas and Grounds, \$80 million for Amateur Sports Facilities, and \$110 million for Performing Arts & Cultural Facilities.

With this successful election outcome, the Commissioners Court began to implement these \$415 million in projects and subsequently formulated the Community Venues Program Office to serve as the County's point of contact regarding the venue projects that were approved by voters on May 10<sup>th</sup> and is responsible for budgetary and personnel decisions. It will oversee development of the contracts, inter-local agreements and oversee the development and implementation of all contracts. The office will also provide oversight of planning, construction, and stability of all the projects to insure fiscal responsibility and quality management. The Commissioners Court unanimously approved 19 agreements with various organizations to develop athletic, performing art, cultural art and San Antonio River projects using the extension of the visitor tax which is a combination of a 1.75% levy on hotel rooms and a 5% levy on short term car rentals, to fund the projects divided into the following funding and initiatives:

- **PROPOSITION 1 -San Antonio River Improvements:**  
\$125 Million has been allocated for San Antonio River expansion and improvements. These improvements are to be made in three different parts of the river; Park Reach - \$12.5 Million, Eagleland Reach - \$2.8 Million, and Mission Reach - \$109.7 Million. These improvements will connect the river from Brackenridge Park to Mission Espada. Other aspects of these projects are to restore the natural course of the river south of downtown to Mission Espada and restore the natural ecosystem by planting thousands of native trees and grasses. Also, additional hike and bike trails, pedestrian footbridges, recreational amenities and river access points will be added to the river.
- **PROPOSITION 2 -Amateur Sports Facilities:**  
Funding in the amount \$80 Million has been allocated for Proposition 2 which provides for the purchase, acquisition, construction and equipping of Youth and Amateur Athletic Facilities in Bexar County. This proposition consists of a total of 13 projects. The approved projects are as follows: Brooks Soccer/Rugby- \$5 million; Classics Elite Soccer- \$1.2 million; Culebra Creek Soccer- \$5.23 million; Hartman Soccer- \$5 million; McAllister Little League- \$2.67 million; Mission Concepcion Athletic Complex- \$16.1 million; Missions Baseball Academy- \$4 million;

National Swim Center- \$7 million; St. Mary's Complex- \$6 million; SE Skyline- \$3.3 million; Texas Fencing Center- \$2 million; UTSA Complex- \$15 million; Wheatley Heights Complex- \$7.5 million.

- **PROPOSITION 3 -Community Arenas and Grounds**

\$100 Million has been allocated for Proposition 3. Bexar County's Freeman Coliseum (\$10 Million), the AT&T Center (\$75 Million), and the Exhibition and Stock Show Facilities (\$15 Million). The intent of the projects funded through this Proposition is to keep these County-owned facilities up-to-date and viable for our tenants and citizens.

- **PROPOSITION 4 -Performing Arts Facilities**

\$110 Million has been allocated for three projects to upgrade and improve Performing Arts Facilities in Bexar County. Alameda Theater-\$6 Million; Briscoe Western Art Museum-\$4 Million; Performing Arts Center-\$100 Million.

The following schedule is the projected flow of funding for all the propositions:

- Year 2008 will fund \$4.3 Million-\$4.3 Million for the Performing Arts
- Year 2009 will fund \$73.5 Million- \$5.5 Million for the Performing Arts, \$25 Million for Amateur Sports, \$28 Million for San Antonio River, \$6 Million for Alameda, \$4 for Western Art, and \$5 for the Freeman Center.
- Year 2010 will fund \$86.9 Million-\$18.9 Million for the Performing Arts, \$25 Million for Amateur Sports, \$33 Million for San Antonio River, \$5 for the Freeman Center, and \$5 Million for SALE.
- Year 2011 will fund \$92.9 Million-\$34.9 Million for the Performing Arts, \$25 Million for Amateur Sports, \$23 Million for San Antonio River, and \$10 Million for SALE.
- Year 2012 will fund \$63.3 Million-\$23 Million for the Performing Arts and \$40.3 Million for San Antonio River.
- Year 2013 will fund \$57.2 Million-\$1.2 Million for the Performing Arts, \$6 Million for San Antonio River, and \$50 Million for the AT&T Center.
- Year 2014 will fund \$24 Million- \$12 Million for San Antonio River and \$12 Million for the AT&T Center.

## **EMPLOYEE PROGRAMS**

### **Compensation**

The FY 2008-09 Adopted Budget provides funding to continue major components of Bexar County's employee Compensation Program, plus it provides increased funding for market comparability adjustments to the E (Exempt) Pay Table. The NE (Non-exempt) Pay Tables were adjusted last year based on a similar market comparability study. The FY 2008-09 Compensation Program includes allowances for a General Market Adjustment; adjustments to the E pay table based on market comparability surveys; and continuation of pay movement mechanisms that enable offices and departments to reward employees for increased skills, knowledge, and experience. The County places a heavy emphasis on "Compensation for Results" (CFR) in order to improve productivity and enhance the County's ability to attract and retain the best employees possible. The updated pay tables and General Market Adjustments, when combined with the CFR elements of the compensation program, form the foundation for an effective performance-based system that is fair, current, and competitive.

In August 2006, the County entered into the first ever collective bargaining agreement with any group of its employees, the Sheriff's Office uniformed deputies, which are represented by the Deputy Sheriff's Association of Bexar County (DSABC). The discussion which follows applies to the positions not covered by this agreement.

**General Market Adjustments (GMA) and Salary Adjustments** -- The FY 2008-09 Compensation and Benefits Program includes an across-the-board salary increase of 3.5% for most Fair Labor Standards Act (FLSA) non-exempt and FLSA exempt employees. Employees classified as FLSA exempt will receive one of the following: a 3.5% GMA, an increase generated through the E pay table study, an increase resulting from a job reclassification and the E pay table study, or a one pay period nonrenewable salary increase. Employees classified as FLSA non-exempt employees will receive one of the following: a 3.5% GMA, an increase resulting from a job reclassification, or a one pay period nonrenewable salary increase.

**Exempt Pay Table Study** -- A market-based compensation study was completed on the exempt pay table. The purpose of the study was to review pay levels for FLSA exempt positions and determine if adjustments in pay grades were needed to maintain market comparability. The top ten counties in Texas and eight surrounding counties were invited to participate in the survey. Positions were surveyed by representative sampling within similar types and categories, with the results applied to appropriate positions. Based on the survey, all FLSA Exempt Pay Table classifications were increased a minimum of 5%. The grade structures for a limited number of specialized positions were increased an additional amount in order to maintain comparability with similar positions in the competitive marketplace.

**Progressive Pay Model** -- The Progressive Pay Model (PPM) helps ensure employees are paid fairly by enabling employees to move through the pay range as they gain additional skills and knowledge required for success. Regular County employees not covered by the collective bargaining agreement are eligible to move to the discretion point of the pay range after three years in a position and to the midpoint of the pay range after five years in a position. The Progressive Pay Model allows employees to move to the discretion point of the pay range when the following two conditions are met: 1) They complete at least three years in the same position, and 2) Their performance rating for the current and previous years are commendable or distinguished. It also allows employees to move to the midpoint of the pay range when the following two conditions are met: 1) They complete at least five years in the same position, and 2) Their performance rating for the current and previous year is commendable or distinguished.

**Six Month Adjustment**--Departments and Offices may give regular new hires (not covered by the collective bargaining agreement) a pay increase of up to 8% (capped at midpoint) after an employee completes six months of service with a distinguished or commendable performance rating. Departments and Offices must identify available funding in their budget to pay for the salary increase.

**One Pay Period Nonrenewable Salary Increase (lump-sum payment)** --FLSA exempt and non-exempt employees will receive a one pay period nonrenewable salary increase for the dollar amount (generated through the GMA, job reclassification or NE pay table study) that would cause an employee's salary to exceed the maximum of the pay range. Employees eligible for the one pay period nonrenewable payment must be non-CBA Bexar County employees who have been employed for at least 90 days prior to the effective date of the salary increase.

## **Benefits**

**Employee Medical Plan** – Medical costs continue to rise at double digit rates nationwide, and Bexar County is no exception to these increasing costs. For the past three years, Bexar County has absorbed most of the increases (100% in FY 2005-06, 100% in FY 2006-07, and 89% in FY 2007-08), with no or minimal impact on employee premiums. At the same time, Bexar County decreased the cost to employees for mental health coverage by improving the deductibles and co-pays. The County also implemented additional wellness initiatives and components to the medical plan at no additional cost to employees. The FY 2008-09 Adopted Budget provides a multi-year course of action that gradually has employees sharing more of the costs of medical coverage through moderate increases in employee premiums. It will also be necessary to make slight modifications in health plan design in order to control rising medical costs.

In FY 2004-05, Bexar County established employee and employer cost-sharing targets for the Bexar County Medical Plan as follows: EPO – 35%/65%; Premium PPO – 25%/75%; and Base PPO 20%/80% – targets that were consistent with national trends for cost-sharing between employees and employers. However, during the three years that followed, as Bexar County assumed almost all of the annual increases in Medical Plan costs, the original cost-sharing splits shifted disproportionately to Bexar County, resulting in the County assuming a larger percentage of the plan costs, as shown in the following table.

<b>Health Plan</b>	<b>Target (County pays)</b>	<b>Current (County pays)</b>
<b>EPO</b>	<b>65%</b>	<b>72%</b>
<b>Premium PPO</b>	<b>75%</b>	<b>81%</b>
<b>Base PPO</b>	<b>80%</b>	<b>85%</b>

Restoration of the original cost-sharing targets in a single year would require more than a 25% increase in employee premiums. Because an increase of that size would create an undue burden on employees, this Adopted Budget is recommending a balanced and phased approach to return to the original cost-sharing targets over the next two to three years. The anticipated increase to employee premiums beginning in January 2009 would be in the 15% range on average.

One important way that Bexar County is working to hold down health care costs is through the establishment of an Employee Health and Wellness Clinic. Mobile health clinics, to provide various medical test screenings, are being scheduled monthly beginning in September 2008 for Bexar County's larger employee centers. Current plans call for the clinic to open by Spring 2009. It is expected that the clinic will be located in the downtown area, will be open on all normal business days to serve employees for general health needs, pre-employment physicals, job injuries, health screenings, and disease management. It will also provide wellness counseling and education programs. The goal of the clinic is to improve the overall health of employees through the convenient and efficient delivery of medical services and wellness programs, and to do so in a way that helps mitigate the rising costs of healthcare for Bexar County.

## **PERFORMANCE REVIEWS AND SPECIAL STUDIES**

As part of the FY 2008-09 budget process, the findings and recommendations from two performance reviews were presented. The first was the Pretrial Resource Allocation Study, which examined the use of personnel and technology for the Intake and Supervision sections of the Pretrial Services department. Additionally, the findings and recommendations of the Appellate Public Defender Performance Review were presented.



Planning and Resource Management Department's (PRM) FY 2008-09 Proposed Work Plan includes the following recommended reviews and studies:

- A staffing survey of County Communications and Dispatch including the Bexar County Sheriff's Office, Fire Marshal, and Metro 911 will be conducted to determine proper levels of staffing and support for this function, as well as to review organizational reporting relationships within the various departments performing dispatching operations.
- A Performance Review of the Bexar County Records Center will be conducted. The Center is rapidly approaching full capacity.
- With the implementation of Video Conferencing in various Judicial offices and courts, PRM is proposing to examine the cost-effectiveness of the program now that it is in operation, and ensure that this investment yields the anticipated savings and increased efficiencies that were originally envisioned. Ultimately, this technology should help decrease our jail population through more timely adjudication of inmates.

### **BOND RATING UPGRADED**

One result of Commissioners Court's policy of strong fiscal management has been a reduction in the cost of borrowing for the County. In June 2008, Bexar County was notified that Standard & Poors' Ratings Services upgraded the County's long-term rating and underlying rating on the County's general obligation (GO) bonds to 'AA+' from 'AA'. This followed the ratings upgrade awarded to Bexar County in August 2007 by Moody's Investor Services. The upgrade from Standard & Poors' reflects the long commitment of the County's leadership to prudent fiscal management particularly in terms of maintaining strong financial reserves and matching recurring revenues with recurring expenditures.

### **CONCLUSION**

I would like to thank the Elected Officials and department heads who have demonstrated such a great spirit of cooperation and a strong commitment to public service during the development of this FY 2008-09 Budget. The staff of the Planning and Resource Management Department looks forward to working with all Offices and Departments to implement the programs and projects that are funded in this budget.

I would also like to express my appreciation to the staff of the Planning and Resource Management Department for their outstanding work and diligence in developing and presenting the FY 2008-09 Budget for Commissioners Court action.

Respectfully,



David L. Smith  
Executive Director/Budget Officer

## **BUDGET HIGHLIGHTS**

The Adopted Bexar County Budget for FY 2008-09 allocates available resources in a way that balances short term operational requirements and anticipated long term needs. This year's budget places particular emphasis on improving flood control, criminal justice systems, juvenile probation programs, capital project completion, and employee compensation programs. This budget includes a fiscally responsible approach to position Bexar County to meet its future obligations to its citizens in an environment of increasing economic uncertainty. Most notably, it provides funding for a series of major flood control projects over the next ten years; it funds increases in the criminal justice system to enhance the protection of the citizens of Bexar County; it provides additional staff and resources to the juvenile system to ensure that it can meet the challenge of growing juvenile referrals; it funds increases in capital projects to aggressively move towards completion of major projects; and it funds enhancements to employee compensation programs that will improve the County's ability to attract, motivate, and retain highly qualified employees.

## **FINANCIAL OVERVIEW**

The FY 2008-09 Adopted Budget for all funds totals \$1.636 billion, which represents a significant (\$545 million) increase over last year's adopted budget. The majority of this increase is because of the budgeting of the \$415 Million voter-approved Visitor Tax project program and additional funding to complete Capital Projects as a County goal for FY 2008-09. The FY 2008-09 Adopted Budget for the General Fund totals \$375.2 million, or a 2.1% (\$7.7 million) increase over last year's General Fund budget.

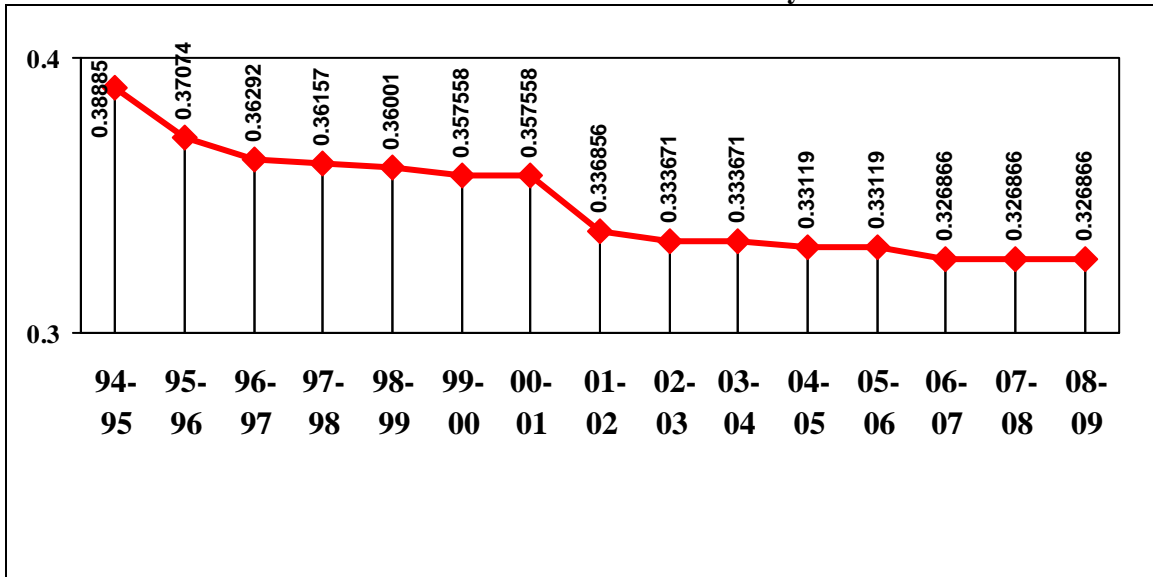
The FY 2008-09 General Fund Adopted Budget includes \$3.8 million to fund the compensation step-plan in the third year of the collective bargaining contract with the Deputy Sheriff's Association of Bexar County, \$5.1 million for a market study and salary adjustments for exempt employees, \$2.3 million for expanded or new services, and \$2.5 million to help address mandates pertaining to future retiree health care costs. Additionally, \$4.9 million in undesignated funds is appropriated for unanticipated expenditures that may occur during FY 2008-09.

The Adopted Budget includes a General Fund appropriated fund balance of \$34.1 million to meet our commitment to investors and rating agencies to maintain operating reserves of at least 10 percent. The total reserves for all funds for FY 2008-09 is \$260.4 million, which is in large part due to the continued funding provided to address the County's \$550 million regional flood control program. Reserves in other funds reflect Bexar County's commitment to maintaining a strong financial position that will enable it to deal with unforeseen emergencies.

## **TAX RATE**

The FY 2008-09 Adopted Budget is balanced at an ad valorem property tax rate of \$0.326866 per \$100 valuation – unchanged from FY 2007-08. This rate represents a reduction of \$.061984 or 15.9% since 1994 and validates the commitment of Commissioners Court to fair and equitable tax policies. These reductions in the property tax rate since 1994 save the owner of a \$100,000 residence about \$62 per year. Taxpayers over the age of 65 will receive \$14.7 million in tax relief in FY 2008-09 as a result of the Over 65 Tax Freeze approved by Bexar County Commissioners in 2005. This is in addition to the \$50,000 exemption already in existence for homeowners over the age of 65.

### Historical Tax Rates for Bexar County



### AD VALOREM TAX REVENUE

Based on the County Auditor’s current certified tax revenues, an ad valorem rate of .326866 per \$100 valuation will result in \$11.8 million in additional revenue available for the General Fund, and \$34.4 million in additional revenue for Flood Control and Debt Service. The additional funding within the Flood Control fund will continue the County’s \$550 million ten-year Bexar Regional Watershed Management plan. The FY 2008-09 Adopted Budget for all existing debt service payments totals \$52,400,470. The County anticipates issuing new debt in the amount of \$184 million to pay for new and existing capital improvement projects. This amount includes \$45.1 million in Commercial Paper, \$70.6 million in Certificates of Obligation, \$68.2 million in Combination Flood Control Tax and Revenue Obligations.

### **FLOOD CONTROL**

The County is currently undertaking the most ambitious Flood Control and Capital Improvement Program in the history of Bexar County, at a combined total of about \$1.1 billion in projects. This program includes \$550 million in flood control projects to be financed over ten years. This amount represents Bexar County’s contribution to over \$1 billion in flood control projects identified by the Countywide Citizens Watershed Master Plan Committee. The County’s Capital Improvement Program, valued at about \$450 million, includes several major projects including the Justice Center Expansion, a new Adult Probation Facility, new and improved Juvenile Probation facilities, two parking garages, and continued development of an Adult Detention Center Campus. The County will also continue to complete road projects at an estimated value of \$85 million.

In order to fully fund this Flood Control and Capital Program without increasing the property tax rate, a funding strategy was approved by Commissioners Court in FY 2007-08 to manage the debt service associated with these projects while not increasing the County’s overall existing tax rate of \$.326866 cents per \$100 valuation. The FY 2008-09 Adopted Budget continues this strategy. This strategy includes capping growth in the General Fund at an amount equal to five percent growth in ad valorem tax

revenue. This capped growth allows excess tax revenues to then be utilized to fund flood control and capital projects.

## **DEMAND FOR INCREASED SERVICE LEVELS**

While our local economy continues to grow, the national economic environment shows increasing signs of uncertainty, including stressed housing markets, increasing energy prices, and tighter credit for consumers. With Bexar County's increasing population, additional services will be needed to better serve the local community. The FY 2008-09 Adopted Budget attempts to manage these conflicting economic signs while positioning the County to respond to future economic changes.

## **JUVENILE WELFARE PROGRAMS**

Juvenile welfare programs continue to be a high priority in Bexar County. The citizens of Bexar County have supported significant investments in the County's juvenile welfare programs, particularly since 2003 when they approved over \$24 million in bonds for improvements to juvenile facilities. Funding for a new juvenile placement facility, a new juvenile probation center, a residential treatment center, expansion of the juvenile detention center, and other facility improvements are included in the issuance.

Additionally, for the three years immediately following 2003, Commissioners Court authorized and funded a total of 87 new positions and \$275,000 per year in overtime for the Juvenile Probation Department. They also funded over \$7 million in technology improvements, including a new Juvenile Case Management System currently estimated to cost \$3.9 million.

While many of these enhancements were necessary to ensure compliance with the Texas Juvenile Probation Commission standards, the significant budgetary support provided by Commissioners Court since 2003 has exceeded the minimum requirements of the Probation Commission and reflects the Court's commitment to providing our community with a high level of support for juvenile programs.

The number of juvenile referrals to the probation and detention system has grown from 7,723 per year in FY 2001-02 to 8,812 per year projected for FY 2008-09. In response to the increase in juvenile referrals, and the demands it places on the Juvenile Probation system, the FY 2008-09 Adopted Budget includes an additional 16 full-time positions with 15 of those dedicated to the detention facilities. The positions are a result of recommendations from a staffing analysis conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department in FY 2007-08. The recommendations are intended to be phased-in over a two year period, future year budget restraints permitting. Additionally \$1.6 million is included in a Contingency line item for residential placement of juveniles. This funding replaces funding cut by the State and Federal government that was previously allocated to Bexar County, and represents an unfunded mandated which must be addressed by the tax payers of Bexar County.

## **CRIMINAL JUSTICE**

### **LAW ENFORCEMENT**

Four Deputy Sheriff-Law Enforcement positions and one Law Enforcement Sergeant are approved for a Patrol Power Shift to reduce response times during the periods of the highest demand. One Law Enforcement Investigator position in the Criminal Investigation Division is recommended to enhance the sex offender registry and monitoring program. Two part-time Pre-Employment Specialist positions were

moved from Law Enforcement to Support Services. Two County Court at Law Impact Court Security Deputy Sheriff-Law Enforcement positions are funded through May 31, 2009. Continued funding of these two positions depends on pending Legislation that may add additional new County Courts at Law. One Fleet Maintenance Supervisor position and one Fleet Technician position are funded to civilianize functions currently being performed by certified law enforcement officers so that the officer's training may be utilized fully to serve the public.

Analysis by the Planning and Resource Management Department showed that there are no fewer than 20 Court Security Deputy Sheriff-Law Enforcement positions available for redeployment by the Sheriff's Office from the bailiff pool. Rather than deleting the 20 surplus positions, it is suggested that the Sheriff's Office redeploy the positions to address the request by the County Courts at Law for additional bailiffs.

Additionally, Funding for 17 positions is provided in the FY 2008-09 Non-Departmental Adopted Budget for the civilianization of positions in the Jail and hospital escort monitoring duties. The authorization for these positions is contingent on reaching an anticipated agreement with the Deputy Sheriff's Association of Bexar County and the Sheriff's Office for use of 208 additional beds. The additional 17 positions enable the Adult Detention Center to increase its bed capacity from 4,390 to 4,598, while remaining in compliance with the Texas Commission on Jail Standards regulations.

**NEW COURT INVESTMENTS**

The Bexar County and District Court Judges will be seeking legislative approval for the establishment of six additional statutory courts. The District Courts cite increased population and, more specifically, a recently published analysis conducted by the National Center for State Courts (NCSC) evaluating the Texas County Judicial workload.

Through its analysis, the NCSC developed a weighted caseload approach in comparison to current Texas County Judicial Officer resources. This study took into consideration a three-year average of case filings (2005 – 2007) and self-reported time requirements for various types of offenses. In developing its recommendations for additional courts, NCSC's analysis was based upon the assumption that the judicial work year is composed of 215, 6-hour work days. Through its analysis the NCSC determined Bexar County District Courts' current Judicial Officer resources to be at a shortfall of 6.7 courts to accommodate current Bexar County caseload requirements and offer maximum productivity.

Citing this report's findings, Bexar County District Courts are requesting a combined total of 3 additional courts to be authorized during the 81<sup>st</sup> Legislative Session. These include one Criminal District Court, one Civil District Court, and one Juvenile District Court. The County Courts-at-Law were not participants of this analysis. However, County Courts-at-Law are also seeking an additional 3 courts with criminal jurisdiction be authorized. The financial impact resulting from the creation of these six additional courts is estimated at \$6,646,125.

Presently Bexar County Courts operate as follows:

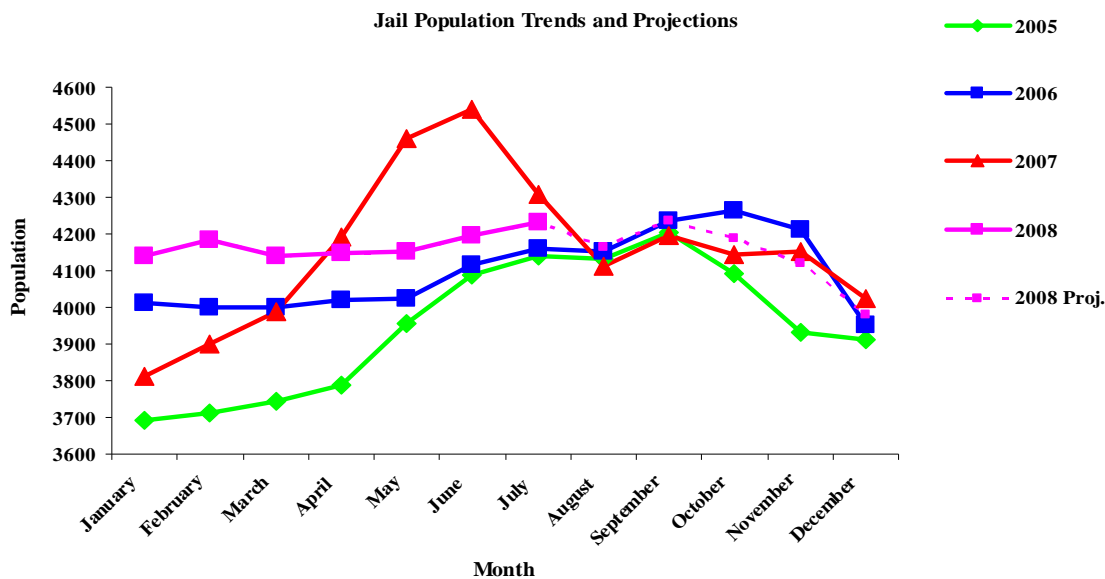
	<b>Statutory Courts</b>
Criminal District Courts	9
Civil District Courts	13
Juvenile District Courts	2
County Courts-at-Law ( Criminal)	9

The estimated cost associated with operating one statutory court is \$1 million to \$1.5 million annually.

However, as part of the County space planning effort, the County’s planning consultants Carter Burgess analyzed the need for new courts and determined 4 would be required by 2020. Finally, even if one utilizes the Statewide NCSC study, Planning and Resource Management would still recommend that before additional statutory courts are added, we should first work to help make the best use of the personnel and space we already fund for our existing courts. With this in mind, in FY 2007-08, Commissioners Court authorized the creation of additional impact and drug courts, as well as increased funding for a full time visiting judge for family violence cases. The increased operational efficiency and reduced jail population associated with the visiting judge program suggest that this approach may offer a promising and cost-effective alternative to creating additional statutory courts.

**JAIL POPULATION STRATEGIES AND TRENDS**

Jail population continues to be a challenge in Bexar County. Although the same spike in population that occurred in FY 2006-7 has not been experienced in FY 2007-08, the jail population is anticipated to remain close to the jail’s capacity.



In order to address jail population issues, the Commissioners Court previously approved a 10-year strategic plan in an effort to delay the construction of a new jail facility thereby reducing capital and operating costs to the County. FY 2008-09 is the second year of this plan. Thus far, the County has increased the capacity of the jail from 4,294 to 4,598 by adding beds in the Annex Expansion and installing temporary jail-type facilities on the Adult Detention Center Campus. During FY 2008-09, MGT of America, Inc. (MGT) will conduct a Criminal Justice System Assessment to determine what changes in current justice system processes could alleviate pressure on the jail. Upon completion of that assessment, MGT will look into alternatives to incarceration for inmates who could be diverted to treatment programs, other facilities, etc. in lieu of using a jail bed. Another strategy involves the Re-Entry Symposium. This group, consisting of criminal justice system professionals, will look at ways to prevent recidivism, a significant factor when dealing with jail population.

Some longer term strategies include: 1) continuation of the Adult Detention Campus build out with the addition of administration, parking and training facilities, 2) exploring the feasibility of a County

designed and owned Magistration Facility and 3) construction of a new, permanent Adult Detention Facility over the next ten years.

## **MENTAL HEALTH**

Data gathered over the past year shows that a considerable number of cases in Bexar County's criminal justice system involve offenders with mental illness. Bexar County's Jail Administrator estimates there are approximately 500 inmates in the Adult Detention Center at any given time being treated for mental illness while in the facility. The Jail Administrator estimates that inmates housed in the 240 beds of the mental health units cost as much as \$200 per inmate per day, versus \$50 per day for other inmates. Other sources show that inmates suffering from mental illness stay incarcerated longer and have higher recidivism rates. Also, the County incurs a considerable expense associated with the assignment of court appointed attorneys for these offenders. Last year a partnership was formed with a number of County stakeholders including the Sheriff's Office, the Criminal Justice Planning and Coordination Department, the County Courts-at-Law, the Probate Courts, the Community Investment Department, the Planning and Resource Management Department and the Center for Health Care Services. The partnership focused on identifying strategies to divert the mentally ill from jail to treatment and reducing their recidivism.

Because of a slow start to this program, and other performance related issues, this program has been challenged to improve its efficiency and effectiveness. The departments participating in this program were asked to submit a Performance Improvement Plan for the Mental Health Court Grant and Mental Health Initiative. The major elements of the plan submitted for Commissioner Courts approval are:

1. Seek Bureau of Justice approval to amend the criteria for assigning persons to the Mental Health (MH) Court and reduce the target number of persons to be served by the MH Court from 80 to 60 per year.
2. Seek an outside consultant to modify software needed to efficiently assign mentally ill defendants to County Court #12 for services and tracking.
3. Assign fully qualified Pre-Trial Services staff to review cases of persons who have PR bonds with special circumstances and mental health bonds.
4. Closely monitor, and cooperatively resolve issues pertaining to commitments by the Center for Health Care Services to move mentally ill persons from the jail.
5. Establish specific performance indicators for the Mental Health Initiative.
6. With the recent assignment of a mental health clinician to the Magistrate's office, special attention will be given to identifying and assigning eligible persons to the Mental Health Initiative.
7. Prioritize contact and eligibility qualifications for persons who occupy any of the 240 mental health beds at the Adult Detention Center.
8. Improve coordination with all departments who have a role in the Mental Health Initiative to ensure that all participants have up to date information regarding eligibility for persons to be assigned to the Mental Health Court or the Mental Health Initiative.

## QUALITY OF LIFE

### CONTRIBUTIONS TO OUTSIDE AGENCIES

For a number of years Bexar County Commissioners Court has partnered with various non-profit organizations (also known as Outside Agencies) to help address gaps in services these agencies can provide to the citizens of Bexar County. Over the past few years there has been an increase in both new and continued funding requests and an increase in the amount of funding approved by Commissioners Court, as shown in the following table:

<b>FY 2005-06</b>	<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09 Adopted</b>
\$473,000	\$760,000	\$1,196,000	\$1,200,000

The FY 2008-09 Adopted Budget recommends a total of \$1,200,000 in funding for contributions to outside agencies that provide important social and environmental services, education programs, economic development initiatives, and other services for Bexar County citizens.

The FY 2008-09 Adopted Budget also includes funding of \$750,000 for sobriety services provided by the Center for Health Care Services. This agency will provide a jail diversion program that will focus on diverting persons with mental illness and substance abuse issues from incarceration at our County jail. The Center will divert this population to their newly developed Restoration Center which will provide a combination of medical and mental health triage

<b>Outside Agencies</b>	<b>FY 2008-09 Budget</b>
Alamo Soil and Water	\$4,000
Children Advocates (CASA)	\$30,000
Christian Senior Services (Meals on Wheels-Senior Nutrition)	\$36,000
City/County Seniors	\$6,500
Detention Ministries	\$50,000
Family Service Assoc-Mental Health Services Project for Seniors	\$60,000
Keep S. A. Beautiful	\$10,000
Project Quest (COPS/METRO)	\$240,000
San Antonio AIDS Foundation	\$50,988
San Antonio Education Partnership	\$100,000
San Antonio Food Bank	\$10,112
San Antonio Sports Foundation	\$50,000
Seton Home	\$30,000
The Fund	\$30,000
The San Antonio Opera	\$25,000
The San Antonio Symphony	\$50,000



<b>Outside Agencies</b>	<b>FY 2008-09 Budget</b>
YWCA	\$20,000
BioMed S.A.	\$100,000
Free Trade Alliance	\$60,000
MLK March	\$10,000
SATAI	\$40,000
Solar San Antonio	\$35,000
TBAC (Ag/Bio Defense)	\$100,000
Walzem Rd / Windcrest	\$10,000
Neighborhood Resource Center	\$10,000
Blue Star	\$10,000
Medal of honor	\$25,000
<b>Overall Total:</b>	<b>\$1,202,600</b>

### **COOPERATIVE EFFORTS WITH CITY OF SAN ANTONIO**

Bexar County provides several significant services to its citizens through contracts with the City of San Antonio – library services, environmental and food service vendor inspections, and animal control. Bexar County reimburses the City for these services based on the per capita cost to the City and the number of people residing in the unincorporated areas of the County. For FY 2008-09, the estimated cost of library services is \$3,521,337 based on approximately 15% of patronage usage expected to be from unincorporated areas of the County. The environmental health services contract for FY 2008-09 is expected to cost \$125,049. Animal control services provided by the City to citizens residing in the unincorporated areas of the County is funded at \$600,000 for FY 2008-09.

Bexar County continues to work with the City of San Antonio to improve the Central Magistration (CMAG) process. On November 1, 2007, Bexar County assumed responsibilities associated with the magistration of County arrestees. In assuming the oversight of the magistration process, Bexar County was able to reduce jail population through a variety of operational changes. Several of the recently implemented changes include the ability to accept pleas and sentence arrested persons at the time of magistration. This allows offenders, if warranted, to be placed directly on probation without spending time in jail. It also provides the ability to hold arrestees at the magistration site for up to 72 hours from the time they are taken into custody, which helps resolve more cases without jail time. Also, CMAG is committed to fine tuning the commercial and personal bonding process in order to help these two systems operate in a more complementary manner. County CMAG operations are divided into three principal areas: Magistration, District Clerk, and Pretrial Services. Each area operates independently and essentially reports to either an Executive Director or Elected Official.

After year one of Central Magistration being under Bexar County, several changes are being made to address productivity issues that came to light during the first year of operation. During FY 2007-08, Commissioners Court authorized one additional Supervisor to allow full supervisory coverage for this 24/7 operation. It is now recommended that Central Magistration be provided an additional three part-time Magistrates and five receptionists for phone support. The part-time Magistrates will have no fiscal impact to the General fund. These positions will be taking on a portion of the current part-time Magistrate's workload. The inclusion of five receptionists will offer 24/7 phone support for inquiries

pertaining to arrested persons. These five positions were provided through an Interlocal Agreement with the City of San Antonio but are now funded by Bexar County beginning in FY 2008-09. The overall fiscal impact associated with the transition of the five receptionists into the County General Fund is an estimated \$39,992 annually.

### **ECONOMIC DEVELOPMENT INITIATIVES**

San Antonio's bioscience research includes a wide array of basic and applied research. The Southwest Foundation for Biomedical Research is one of the leading biomedical research institutions in the United States, according to the Free Trade Alliance of San Antonio. In 2005, bioscience and healthcare made a \$14.3 billion direct impact on our healthcare economy. South Texas Medical Center, The University of Texas Health Science Center at San Antonio, and Brook Army Medical Center are a few of the facilities that serve our area with healthcare. Bexar County is home to 33 hospitals, two healthcare institutions, two research centers, and 30 other health, education, treatment, and research facilities. Fort Sam Houston will become the center for battlefield health trauma with the upcoming BRAC funded construction to their facilities. Bexar County will continue to assist in these initiatives through the Economic Development Department.

This Adopted Budget continues to fund an annual conference for the automotive industry cluster that is developing in the South Texas/Northern Mexico region. This conference is a collaborative effort with Bexar County, the City of San Antonio, the San Antonio Economic Development Foundation, Port San Antonio, the Free Trade Alliance and other economic development agencies across Texas and Northern Mexico.

Funding is also provided to support economic development initiatives in FY 2008-09, including trade outreach efforts to China, Central and South America and Canada. Since 2005, Bexar County Judge Nelson Wolff and San Antonio Mayor Phil Hardberger have been developing our community's trade relationship with the Peoples Republic of China. The FY 2008-09 Adopted Budget allocates resources to continue this effort.

### **PARK UPGRADES**

With the development of 175 acres through flood buyout, Lakewood Acres Park will open to the public during the first quarter of FY 2008-09. This park is planned to be equipped with walking trails, pavilions, playgrounds, outdoor restrooms, disc golf, multi-purpose playing fields and standard barbeque picnic table sites. Funding in the amount of \$27,032 is authorized for the operations of this park, and the addition of three new positions to maintain the park in the amount of \$119,917.

The FY 2007-08 Budget invested in park improvements in five County Parks; Raymond Russell Park to be expanded by 1.5 acres, with associated environmental remediation actions, Pletz Park to receive new playground equipment and paving overlay of park roads, Mission Park to get a new rotunda and perimeter fencing for improved security, Rodriguez Park to receive new playground equipment and improved perimeter fencing for better security, and MacArthur Park to receive new playground equipment, a new pavilion and kitchen, and new paving overlay. Additional funding for Rodriguez Park in the amount of \$50,000 has been adopted for FY 2008-09 to help renovate restroom facilities. Raymond Russell Park also received \$225,000 of additional funding for the development of the 1.5 acres for FY 2008-09. New project for Bullis Park that was approved FY 2008-09 include the Water Service project for \$82,000 and the replacement of barbed wire cable at the perimeter of the Park. The grand total for park investments in the FY 2008-09 Adopted Budget is \$487,000, which include all supplements and new projects.

## **CAPITAL**

### **ROADS**

The FY 2008-09 Adopted Budget allocates \$20,985,727 for capital projects in the Multi-Year Project portion of the Road and Bridge Fund. Of this amount, \$8.5 in new funding is added for existing and new projects as shown in the table below. These projects are all in addition to the road projects funded through the 2003 Bond Referendum and the Economic Development Capital Fund.

Project	FY 2008-09 Additional Funding
Galm Rd Phase I	\$2,000,000
Borgfeld Ph II	\$1,700,000
Bulverde/Evans Intersection (MPO)	\$500,000
Talley Rd - Potranco to Culebra	\$500,000
Foster Rd @ Lakeview Traffic Sig	\$100,000
Foster Rd Phase II	\$300,000
Ventura VIII	\$1,500,000
Ventura IX & X	\$100,000
Heritage Park SD Phase II	\$1,200,000
Intersection Improvements Pct 1	\$300,000
Arena Rd ROW	\$300,000

There is a significant decrease in funding in the Farm to Market Lateral Road Fund. The significant decrease is due to the change of funding from Farm to Market Lateral Road to the Special Road and Bridget fund. An amount of \$4,240,000, deposited into the General Fund from Vehicle Sales Tax receipts will now be transferred into the Farm to Market Lateral Road Fund. Additionally, expenses previously charged to the Farm to Market and Lateral Road Fund will be charged to the Special Road and Bridge Fund. For the next two years, the accumulated fund balances for these two funds should be sufficient to maintain current levels of operation. After that, however, the Farm to Market and Lateral Road Fund will no longer be self supporting. At that point, the County will need to determine if, for the first time, it wishes to use General Fund maintenance and operational funding to support road operations.

### **ADVANCED TRANSPORTATION DISTRICT (ATD)**

Design and construction of Culebra and Blanco Roads began during FY 2006-07. These projects were originally on the Texas Department of Transportation's (TxDOT) project list for completion at some time several years into the future. However, a pass-through financing arrangement between Bexar County, TxDOT and the Advanced Transportation District (ATD) has allowed these projects to be accelerated so that they will be completed by the end of 2008. Bexar County issued debt in the amount of \$22.385 million for Culebra Road during FY 2006-07 and will issue debt for Blanco Road in the amount of \$33.5 million during FY 2008-09. The debt will be repaid utilizing a combination of TxDOT and ATD revenues. TxDOT revenues will be directed to the County upon completion of the road projects. Thus far,

the County has received \$1.4 million in ATD revenue. It is anticipated that another \$9.6 million will be received by the end of FY 2008-09. The Adopted Budget also recommends considering enhanced access to Fort Sam Houston for the next series of future ATD funded projects.

### **2003 BOND REFERENDUM**

In 2003 Bexar County citizens approved a \$99.2 million bond package to fund capital improvement projects in four major areas, as indicated below. Bonds for these projects are being sold in phases in order to meet the County's commitment not to raise taxes to support these issuances. \$23.6 million is left to issued in FY 2008-09 in General Obligation bonds.

**Proposition 1 (Juvenile Probation, Adult Probation, and Jail Improvements)** - Four of the nine projects have been completed. The remaining projects are scheduled for completion in 2009.

**Proposition 2 (Road and Bridge Improvements)** - Three of the twelve projects have been completed, with seven others scheduled for completion in 2008. One is scheduled for completion in 2009, and one remains under design.

**Proposition 3 (Parks and Recreation Improvements)** - Six of the fourteen projects have been completed (three using alternate funding sources); one by the end of 2008; one by the middle of 2009; with no estimated start or completion date for the remaining two.

**Proposition 4 (Emergency Operations Center and Senior Citizen Facilities)** - Both projects in this proposition were completed at the end of 2007.

Several of the facility projects authorized in the 2003 Bond Referendum require upgrades to ensure that the operation is energy efficient. This includes full automation of temperature controllers, relays and programming for proper Heating Ventilation and Air Conditioning operation and energy management. These initiatives will lower energy consumption costs. Additional funding in the amount of \$3,000,000 is allocated FY 2008-09 to retrofit existing inefficient lighting, plumbing, and heating and air conditioning control systems within select buildings.

### **CAPITAL EXPENDITURES**

The goal for the County in FY 2008-09 will be to complete on-going capital projects to bring the County's infrastructure up to date. Additional funding has been provided to existing projects in order reach this goal. Some major improvements include the Courthouse, Adult Detention Center (ADC), County Parks, and other County buildings. Major new projects include the Capital Lease Buyout (\$8.5 million), Firing Range (\$2.5 million), PC Replacement County Wide '09 (\$1.9 million), Vehicle Replacement (\$1.7 million), and the Camp Bullis Conservation Easement (\$1 million). On-going major projects that were given additional funding include the Haven for Hope Homeless Shelter (\$5 million), Courthouse Roof Repair (\$3.2 million), Central Magistration Build-Out Project (\$3 million), Energy Upgrades (\$3 million), and the Juvenile Facilities Project (\$3 million). Some major on-going projects for the Adult Detention Center (ADC) were given additional funding, which include Replacement of 11 Air-Handler Units (\$2.5 million), Adult Detention Center (ADC) Waterproofing of Masonry Envelope, and Exterior Cleaning (\$1.3 million), and Roof Replacement and Phase Two Replacement of Rooftop Air Conditioners at ADC Annex (\$2,015,000). Other projects that are included in capital will help improve the functionality of the County to better serve the citizens. These projects include new technology software that will improve the functions of the County and create cost savings once a program is implemented.

## **NEW BUILDINGS AND OTHER MAJOR CONSTRUCTION**

This Adopted Budget supports an aggressive building program for Bexar County. Some are funded through the 2003 Bond Program and others through traditional long-term debt issuances. All are multi-year capital projects that have been previously identified and are continuing in FY 2008-09. The major projects include:

### Central Business District:

- Courthouse Roof Replacement supplement - The scope of this project will remove the old tiles and install new plywood sheets over the existing concrete decking to secure the new tiles, which will meet wind load requirements. (\$3,250,000)
- Haven for Hope - This project provides funding to support the construction and establishment of the Haven for Hope homeless campus. This project will contribute to the creation, by the City of San Antonio, of a 22 acre campus on the western edge of downtown to address the issues of the homeless including the creation countywide public safety triage and detoxification units. (\$5,000,000)

### Countywide

- Park Improvements - Various park improvements for Rodriguez Park will renovate current outdated restrooms to meet ADA requirements. The Bullis Park project will replace barbed wire that surrounds the park with cable and will also resolve environmental issues with the water well. The Raymond Russell Park project will begin the new development of the acquired 3.5 acres of land, which was designed by UTSA students.
- Energy - Funding is provided for Countywide energy reduction projects. (\$3,000,000)

### Adult Detention Center Campus:

- Adult Detention Center – mechanical replacement of eleven air handler units to support heating, ventilation, and air conditioning requirements (\$2,500,000)
- Adult Detention Center - roof replacement, waterproofing, and exterior cleaning (\$1,300,000)
- Adult Detention Center Annex - roof replacement and replacement of air conditioners (\$2,015,000)

## **TECHNOLOGY**

Currently, there are four major on-going technology projects in progress with significant impact to County-wide operations. Bexar County Information Services presented an Information Technology Strategic Roadmap to Commissioners Court in September 2008 that reviewed current County system requirements and provide a course of action to successfully fund and implement a number of projects, including the following major systems:

**Bexar County Integrated Justice System (CIJS)** began in 2002 to replace the antiquated mainframe legacy system that is currently used by the judicial system. The project was originally budgeted at \$18,000,000. However, due to expansion of the scope of the project by the CIJS Steering Committee and a change of vendors, the new cost of the project is estimated at \$26,000,000.

**Countywide Cashiering System** will upgrade the current system to accept payments by offices and departments. The current cashiering system used by the County does not permit the use of credit cards and electronic checks. As a result, there is no standardized method for accepting payments throughout offices and departments. Currently, the County is entering into an agreement with a vendor to upgrade the current cashiering system to accept credit cards and electronic checks Countywide.

**Juvenile Case Management System (JCMS)** Bexar County is working with the Conference of Urban Counties (CUC) to develop this system which is also known as the Juvenile Justice Information System (JJIS) and is primarily used by the Juvenile Probation Department. The current system is a second generation mainframe-based application originally developed in the mid 1980's. The goal of this project is to create an application that could be used Statewide and meet the needs of the County and the State of Texas. The project is currently in its second phase and a new vendor to complete the second phase was selected in July 2008. The project is budgeted at \$3.9 and is anticipated to be completed in FY 2009-10.

**Financial Management System.** Bexar County uses a financial system that operates on a ten year old mainframe system. In order to better serve the County, implementation of a new financial system is currently underway. The project to replace the current financial system began in FY 2005-06. The cost of the project is estimated at \$5.1 to \$5.9 million. The County is in the process of selecting the appropriate vendor for this project.

Additionally, the FY 2008-09 Adopted Budget includes funding for replacement and upgrade of equipment throughout the County, through its Technology Improvement Fund. Offices and Departments throughout Bexar County will receive a total of \$1,210,080 in their individual budgets for computer-related and technology-based purchases. This fund places managerial control of technology purchases within the individual departments while centralizing the technological support with Information Services to ensure that technology purchases are integrated and supportable.

## **STORMWATER MITIGATION**

The Environmental Protection Agency (EPA) and the Texas Commission on Environmental Quality (TCEQ) have mandated a Storm Water Quality Program. The purpose of this program is to reduce the discharge of pollutants from the County to protect water quality. Key activities will include education, illicit discharge detection and elimination, construction stormwater runoff control and pollution prevention. The program will be staffed with one Civil Engineer, one Civil Engineer Assistant, and one Office Assistant IV for a total cost of \$164,942. The program will be supported through the assessment of a Federal Stormwater Fee. It is estimated that this fee could generate up to \$2 million in revenue for stormwater mitigation.

## **COMMUNITY VENUES PROJECTS**

In 1999, the Bexar County voter approved the Visitor Tax to pay for construction of the County-owned AT&T Center through a combined 1.75% hotel/motel occupancy tax and a 5% short-term car rental tax. The 20-year bonds are now projected to expire much sooner than originally projected. This created an

opportunity to explore the future use of these revenues to help finance other projects allowed by Local Government Code Chapter 334 Sports and Community Venue.

Commissioners Court directed the project consultant to work with County and Community stakeholders to develop a sports and community venue projects plan. The task was to not only assess the possible projects within Chapter 334 Local Government Code but to determine and recommend the amount of public and private funding that could be allocated to the projects. With the Bonds on track to be paid off by 2012, the Court developed a strategy that took under advisement the consultants findings. To insure the Bexar County owned facilities remained at their optimal level for success and through historical community feedback, identified three other areas of concentration (SA River Improvements; Cultural Facilities, Amateur Sports Facilities).

With the Community Venues under review by Court members and appointments to the Citizens Advisory Board already in place, three other Citizen Advisory Committees were formed and appointed by the Commissioners Court. Three groups with over 25 volunteer members began their deliberations in July 2007, with a goal of taking projects to the Commissioners Court at the end of the year for a vote in May 2008.

Each of the committees were charged with evaluating opportunities within their areas on some basic evaluation criteria: 1) will it drive tourism; 2) will it create economic impact; 3) are there leveraging opportunities; 4) is there community benefit; 5) geographic diversity; 6) sustainability. The committees met 2 to 3 times a month over the 6 months and came to the Commissioners Court with their final recommendations in December of 2007. The Commissioners Court heard and approved the recommendations and set the election for May of 2008.

On May 10, 2008, Bexar County voters approved: \$125 million for SA River Improvements, \$100 million for Community Arenas and Grounds, \$80 million for Amateur Sports Facilities, and \$110 million for Performing Arts & Cultural Facilities.

With this successful election outcome, the Commissioners Court began to implement these \$415 million in projects and subsequently formulated the Community Venues Program Office to serve as the County's point of contact regarding the venue projects that were approved by voter on May 10<sup>th</sup> and is responsible for budgetary and personnel decisions. It will oversee development of the contracts, inter-local agreements and oversee the development and implementation of all contracts. The office will also provide oversight of planning, construction, and stability of all the projects to insure fiscal responsibility and quality management. The Commissioners Court unanimously approved 19 agreements with various organizations to develop athletic, performing art, cultural art and San Antonio River projects using the extension of the visitor tax which is a combination of a 1.75% levy on hotel rooms and a 5% levy on short term car rentals, to fund the projects divided into the following funding and initiatives:

**PROPOSITION 1 -San Antonio River Improvements:**

\$125 Million has been allocated for San Antonio River expansion and improvements. These improvements are to be made in three different parts of the river; Park Reach - \$12.5 Million, Eagleland Reach - \$2.8 Million, and Mission Reach - \$109.7 Million. These improvements will connect the river from Brackenridge Park to Mission Espada. Other aspects of these projects are to restore the natural course of the river south of downtown to Mission Espada and restore the natural ecosystem by planting thousands of native trees and grasses. Also, additional hike and bike trails, pedestrian footbridges, recreational amenities and river access points will be added to the river.



**PROPOSITION 2 -Amateur Sports Facilities:**

Funding in the amount \$80 Million has been allocated for Proposition 2 which provides for the purchase, acquisition, construction and equipping of Youth and Amateur Athletic Facilities in Bexar County. This proposition consists of a total of 13 projects. The approved projects are as follows: Brooks Soccer/Rugby- \$5 million; Classics Elite Soccer- \$1.2 million; Culebra Creek Soccer- \$5.23 million; Hartman Soccer- \$5 million; McAllister Little League- \$2.67 million; Mission Concepcion Athletic Complex- \$16.1 million; Missions Baseball Academy- \$4 million; National Swim Center- \$7 million; St. Mary’s Complex- \$6 million; SE Skyline- \$3.3 million; Texas Fencing Center- \$2 million; UTSA Complex- \$15 million; Wheatley Heights Complex- \$7.5 million

**PROPOSITION 3 -Community Arenas and Grounds**

\$100 Million has been allocated for Proposition 3. Bexar County’s Freeman Coliseum (\$10 Million), the AT&T Center (\$75 Million), and the Exhibition and Stock Show Facilities (\$15 Million). The intent of the projects funded through this Proposition is to keep these County-owned facilities up-to-date and viable for our tenants and citizens.

**PROPOSITION 4 -Performing Arts Facilities**

\$110 Million has been allocated for three projects to upgrade and improve Performing Arts Facilities in Bexar County. Alameda Theater-\$6 Million; Briscoe Western Art Museum-\$4 Million; Performing Arts Center-\$100 Million.

**EMPLOYEE COMPENSATION & BENEFITS**

**COMPENSATION**

The FY 2008-09 Adopted Budget provides funding to continue major components of Bexar County’s employee Compensation Program, plus it provides increased funding for market comparability adjustments to the E (Exempt) Pay Table. The NE (Non-exempt) Pay Tables were adjusted last year based on a similar market comparability study. The FY 2008-09 Compensation Program includes allowances for a General Market Adjustment; adjustments to the E pay table based on market comparability surveys; and continuation of pay movement mechanisms that enable offices and departments to reward employees for increased skills, knowledge, and experience. The County places a heavy emphasis on “Compensation for Results” (CFR) in order to improve productivity and enhance the County’s ability to attract and retain the best employees possible. The updated pay tables and General Market Adjustments, when combined with the CFR elements of the compensation program, form the foundation for an effective performance-based system that is fair, current, and competitive.

In August 2006, the County entered into the first ever collective bargaining agreement with any group of its employees, the Sheriff’s Office uniformed deputies, which are represented by the Deputy Sheriff’s Association of Bexar County (DSABC). The discussion which follows applies to the positions not covered by this agreement.

**General Market Adjustments (GMA) and Salary Adjustments** -- The FY 2008-09 Compensation and Benefits Program includes an across-the-board salary increase of 3% for most Fair Labor Standards Act (FLSA) non-exempt and FLSA exempt employees. Employees classified as FLSA exempt will receive one of the following: a 3% GMA, an increase generated through the E pay table study, an increase resulting from a job reclassification and the E pay table study, or a one pay period nonrenewable salary

increase. Employees classified as FLSA non-exempt employees will receive one of the following: a 3% GMA, an increase resulting from a job reclassification, or a one pay period nonrenewable salary increase.

**Exempt Pay Table Study** -- A market-based compensation study was completed on the exempt pay table. The purpose of the study was to review pay levels for FLSA exempt positions and determine if adjustments in pay grades were needed to maintain market comparability. The top ten counties in Texas and eight surrounding counties were invited to participate in the survey. Positions were surveyed by representative sampling within similar types and categories, with the results applied to appropriate positions. Based on the survey, all FLSA Exempt Pay Table classifications were increased a minimum of 5%. The grade structures for a limited number of specialized positions were increased an additional amount in order to maintain comparability with similar positions in the competitive marketplace.

**Fair Minimum Wage Rate** --The FY 2006-07 Fair Minimum Wage Rate of \$9.75 per hour will remain in effect for FY 2008-09. The Fair Minimum Wage Rate is the lowest rate paid by Bexar County for any regular, non-temporary position.

**Progressive Pay Model** -- The Progressive Pay Model (PPM) helps ensure employees are paid fairly by enabling employees to move through the pay range as they gain additional skills and knowledge required for success. Regular County employees not covered by the collective bargaining agreement are eligible to move to the discretion point of the pay range after three years in a position and to the midpoint of the pay range after five years in a position. The Progressive Pay Model allows employees to move to the discretion point of the pay range when the following two conditions are met: 1) They complete at least three years in the same position, and 2) Their performance rating for the current and previous years are commendable or distinguished. It also allows employees to move to the midpoint of the pay range when the following two conditions are met: 1) They complete at least five years in the same position, and 2) Their performance rating for the current and previous year is commendable or distinguished.

**Six Month Adjustment**--Departments and Offices may give regular new hires (not covered by the collective bargaining agreement) a pay increase of up to 8% (capped at midpoint) after an employee completes six months of service with a distinguished or commendable performance rating. Departments and Offices must identify available funding in their budget to pay for the salary increase.

**One Pay Period Nonrenewable Salary Increase (lump-sum payment)** --FLSA exempt and non-exempt employees will receive a one pay period nonrenewable salary increase for the dollar amount (generated through the GMA, job reclassification or NE pay table study) that would cause an employee's salary to exceed the maximum of the pay range. Employees eligible for the one pay period nonrenewable payment must be non-CBA Bexar County employees who have been employed for at least 90 days prior to the effective date of the salary increase.

## **BENEFITS**

**Employee Medical Plan** – Medical costs continue to rise at double digit rates nationwide, and Bexar County is no exception to these increasing costs. For the past three years, Bexar County has absorbed most of the increases (100% in FY 2005-06, 100% in FY 2006-07, and 89% in FY 2007-08), with no or minimal impact on employee premiums. At the same time, Bexar County decreased the cost to employees for mental health coverage by improving the deductibles and co-pays. The County also implemented additional wellness initiatives and components to the medical plan at no additional cost to employees. The FY 2008-09 Adopted Budget provides a multi-year course of action that gradually has employees sharing more of the costs of medical coverage through moderate increases in employee premiums. It will also be necessary to make slight modifications in health plan design in order to control rising medical costs.

In FY 2004-05, Bexar County established employee and employer cost-sharing targets for the Bexar County Medical Plan as follows: EPO – 35%/65%; Premium PPO – 25%/75%; and Base PPO 20%/80% – targets that were consistent with national trends for cost-sharing between employees and employers. However, during the three years that followed, as Bexar County assumed almost all of the annual increases in Medical Plan costs, the original cost-sharing splits shifted disproportionately to Bexar County, resulting in the County assuming a larger percentage of the plan costs, as shown in the following table.

<b>Health Plan</b>	<b>Target (County pays)</b>	<b>Current (County pays)</b>
<b>EPO</b>	<b>65%</b>	<b>72%</b>
<b>Premium PPO</b>	<b>75%</b>	<b>81%</b>
<b>Base PPO</b>	<b>80%</b>	<b>85%</b>

Restoration of the original cost-sharing targets in a single year would require more than a 25% increase in employee premiums. Because an increase of that size would create an undue burden on employees, this Budget is recommending a balanced and phased approach to return to the original cost-sharing targets over the next two to three years. The anticipated increase to employee premiums beginning in January 2009 would be in the 15% range on average.

**Employee Health Clinic** -- An amount of \$500,000 has been budgeted to develop and implement a health and wellness clinic for employees. An Employee Clinic and Wellness Coordinator were hired in FY 2007-08 and are working toward full implementation of an employee clinic by spring of 2009. Mobile health clinics, to provide various medical test screenings, are being scheduled monthly beginning in September 2008 for Bexar County’s larger employee centers. It is expected that the main employee clinic will be located in the downtown area, will be open on all normal business days to serve employees for general health needs, pre-employment physicals, job injuries, health screenings, and disease management. It will also provide wellness counseling and education programs. The goal of the clinic is to improve the overall health of employees through the convenient and efficient delivery of medical services and wellness programs, and to do so in a way that helps mitigate the rising cost of healthcare.

**GASB 45 – Reporting Liabilities for Other Post-Employment Benefits (OPEB)** --In order to comply with Governmental Accounting Standards Board (GASB) Statement 45, Bexar County will report its accrued liability for Other Post Employment Benefits (OPEB) as part of the FY 2008-09 Budget. Although this reporting is not required by law, it is part of Generally Accepted Accounting Principles (GAAP). Furthermore, bond rating agencies such as Moody’s, Fitch, and Standard & Poor’s, have stated that GASB 45 compliance will be considered when assigning credit ratings for local governments. This Budget includes \$5M set aside to continue to address this liability. This is in addition to \$5.15M set aside last year. During FY 2008-09, the County may make changes in retiree health plan premiums in order to help mitigate future liabilities.

**VIA Free Pass & Vanpool Transportation Benefits** –The County will continue its partnership with VIA Metropolitan Transit by offering free regular route bus service for employees. Through the VIA Easy Pass Program, Bexar County employees are allowed unlimited rides on regular scheduled bus service simply by showing their Bexar County identification. Bexar County was first participant in this program and has continued to lead the way in encouraging employees to use mass transportation. In addition, the County subsidizes the cost for employees who participate in a vanpool as well as funding the jury-duty bus pass program. For FY 2008-09 these programs are budgeted at \$260,000.

## PROGRAM CHANGES

The FY 2008-09 Adopted Budget recommends the allocation of \$2.3 million for new and expanded services. A total of 56 new positions are authorized, of which 47 are to be funded from the General Fund and 9 are funded from Other Funds.

Programs and authorized positions were evaluated and identified for possible reduction using four criteria: positions that have been vacant for an extended period of time; programs that saw a decrease in revenues or did not achieve the revenue goals set when the programs were established; programs not meeting performance/efficiency goals; and grant positions that are seeing a decrease or termination of their grant funding. Overall 30.5 positions were deleted from the General Fund:

- **Vacant.** Twelve positions were deleted due to extended vacancy. All these positions have remained vacant since January 1, 2008.
- **Revenue.** One position was deleted as a result of a decrease in revenues collected or because the revenue goals that were set when the programs were established have not been met.
- **Not meeting performance/efficiency expectations.** Four positions were deleted because of efficiencies identified as part of performance reviews or because the programs they were part of were not meeting performance expectations for which they were originally created and funded.
- **Grant positions.** 13.5 positions that are seeing a termination of grant funding will not be recommended for funding by the General Fund. One of the continued challenges for the County is to develop a better planning process for grant funded programs, one that prepares and identifies future financial impact of the termination of grant funding. Part of the Planning and Resource Management's FY 2008-09 Work Plan is the development of a Strategic Grant Plan and Revised County Grant Policy. This revised plan and policy should be developed to help the County avoid the financial and operational impact of unexpected termination of grant funding.

Along with the deletion of some positions, Bexar County must expand operations in key service areas and continue to keep pace with the increase in demand for County services. The following is a breakout of new positions, deleted positions, and the total amount of program changes.

### Public Safety

The Public Safety service area includes the Sheriff's Law Enforcement functions, Constables, Medical Examiner, Criminal Investigation Laboratory, Community Supervision and Corrections Department, Fire Marshal, Fire Code Fund, and the DPS Highway Patrol Division. The net change in the number of new positions is 15 and funding in the amount of \$770,762 was approved to address Public Safety functions in FY 2008-09.

<b>Public Safety</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Sheriff LE	\$223,196	6.0	0
Constables	\$537,228	8.0	1.0
Medical Examiner	\$53,298	1.0	0
Fire Marshal/EOC	-\$42,960	0.0	(1.0)
DPS Warrants	0	0.0	0.0
<b>Total</b>	<b>\$770,762</b>	<b>15.0</b>	<b>0</b>

## Judicial

The Judicial service area includes the Central Magistration, Civil District Courts, County Courts-at-Law, Criminal District Attorney's Office, Criminal District Courts, Criminal Justice Planning and Coordination Administration, Dispute Resolution Fund, District Clerk's Office, Jury Operations, Justices of the Peace, Juvenile District Courts, the Law Library, Probate Courts, Pre-Trial Services, the 4<sup>th</sup> Court of Appeal, and the Court Security Division of the Sheriff's Office. The net change in the number of new positions is 12.5 and funding in the amount of \$513,464 was approved to address judicial services in FY 2008-09.

<b>Judicial</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Central Magistration	\$201,848	8	0.0
Civil District Courts	\$51,972	0	0.0
County Courts at Law	-\$80,034	0	0.0
Criminal District Attorney	-\$61,227	0	(5.0)
Criminal District Courts	\$49,685	0	0.0
District Clerk	\$39,775	1.0	0.0
Jury Operations	\$12,348	0.0	0.0
Justice of the Peace	\$309,880	7.5	0.0
Juvenile District Courts	\$255,150	0.0	0.0
Pre-trial Services	\$34,137	1.0	0.0
Dispute Resolution Fund	\$9,500	0.0	0.0
<b>Total</b>	<b>\$513,464</b>	<b>17.5</b>	<b>(5.0)</b>

## Health and Public Welfare

Health and Public Welfare includes Community Investment, Veterans Services, Agricultural Extension, Community Development Block Grant, Small Minority and Women Business Enterprise Program, the HOME program, the Ryan White program, Arena Management, City-County Services, Parks, Environmental Services, and the Stormwater Mitigation Fund. The change in the number of positions is 8 and funding in the amount of \$355,364 was approved to address Health and Public Welfare service delivery for FY 2008-09.

<b>Public Health Housing and Welfare</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Community Programs	\$65,905	2.0	0.0
Direct Client Services	\$71,858	0.0	(1.0)
Veterans Services	-\$11,753	0.0	(1.0)
Mental Health Initiative	-\$118,359*	0.0	0.0
Parks	\$98,541	5.0	(1.0)
Environmental Services	\$84,230	1.0	0.0
Stormwater Mitigation	\$164,942	3.0	0.0
<b>Total</b>	<b>\$355,364</b>	<b>11.0</b>	<b>(3.0)</b>

\*This amount is budgeted in Non-Departmental Contingencies pending Commissioners Court deliberation.

**Transportation and Infrastructure**

Transportation and Infrastructure includes Infrastructure Services, the Roads and Capital Fund, Parking Facilities Fund, and the Flood Fund. There is no net change in positions in this service area. Funding in the amount of \$77,493 was approved to address Transportation and Infrastructure service delivery for FY 2008-09.

<b>Transportation and Infrastructure</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Infrastructure Services Admin	-\$29,986	1.0	(2.0)
Farm to Market and Lateral Road Fund	\$65,538	7.0	(7.0)
Flood Control Fund	\$41,941	2.0	(1.0)
<b>Total</b>	<b>\$77,493</b>	<b>10.0</b>	<b>(10.0)</b>

**Adult Detention**

Adult Detention includes Sheriff Adult Detention and Criminal Justice Planning and Coordination Administration. Seventeen positions and funding in the amount of \$694,651 is proposed to address Adult Detention service delivery for FY 2008-09. This recommendation to add seventeen new positions is contingent on the County and the Sheriff's Office reaching agreement with the Deputy Sheriff's Association of Bexar County to staff 208 additional beds in the Jail Annex Expansion.

<b>Adult Detention</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Sheriff ADC	\$694,651	17.0	0.0
<b>Total</b>	<b>\$694,651</b>	<b>17.0</b>	<b>0.0</b>

**Juvenile Welfare**

Juvenile Welfare includes Juvenile Detention, Juvenile Probation, Child Support Office, Domestic Relations Office, Child Welfare Board and Juvenile Detention Facilities (Infrastructure Services Department).

The net change in the number of positions is thirteen and funding in the amount of \$191,364 was approved to address Juvenile Welfare service delivery for FY 2008-09.

<b>Juvenile Welfare</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Juvenile Detention	\$527,348	15.0	0.0
Juvenile Probation	\$66,298	1.0	0.0
Child Support Office	-\$94,152	0.0	(3.0)
<b>Total</b>	<b>\$191,364</b>	<b>16.0</b>	<b>(3.0)</b>

**General Government**

The General Government service area includes Commissioners Court, Tax Assessor-Collector’s Office, Elections Department, County Clerk, Bail Bond Board, Economic Development, and the Non Departmental portion of the General Fund. The net change in the number of positions is 3.5 and funding in the amount of \$156,325 was approved to address General Government service delivery for FY 2008-09.

<b>General Government</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Commissioners Court	\$2,364	0.0	0.0
Tax	\$44,509	3.0	(1.0)
County Clerk	-\$14,188	1.0	(1.5)
Economic Development	\$123,640	2.0	0.0
<b>Total</b>	<b>\$156,325</b>	<b>6.0</b>	<b>(2.5)</b>

**Internal Business Support**

The Internal Business Support Service area includes the County Auditor, Information Services, Purchasing, Infrastructure Services Department programs of Energy Management, Facilities Maintenance and Fleet Maintenance, Vehicle Replacement Fund, Technology Fund, and the Planning and Resource Management Department.

The net change in the number of positions is 2.5 and funding in the amount of \$1,009,637 was approved to address Internal Business Support service delivery for FY 2008-09.

<b>Internal Business Support</b>			
	<b>Amount of Program Change</b>	<b>New Positions</b>	<b>Deleted Positions</b>
Auditor	\$61,023	0.5	0.0
Human Resources	-\$37,453	0.0	0.0
Finance/Collections	-\$52,755	0.0	(2.0)
Information Services	-\$13,729	1.0	2.0
Purchasing	-\$31,308	0.0	0.0
Records Center	\$17,661	1.0	0.0
Facilities Maintenance- (ADC, Juv, County Buildings)	\$558,118	3.0	(6.0)
Fleet Maintenance	\$42,500	2.0	0.0
Sheriff Support Services	\$63,848	2.0	(0.5)
Forensic Science Center			
Facilities Maintenance	\$4,112	0.0	0.0
Financial Management System Project	\$397,620	4.0	0.0
<b>Total</b>	<b>\$1,009,637</b>	<b>13.5</b>	<b>(10.5)</b>

# **BUDGET OVERVIEW**

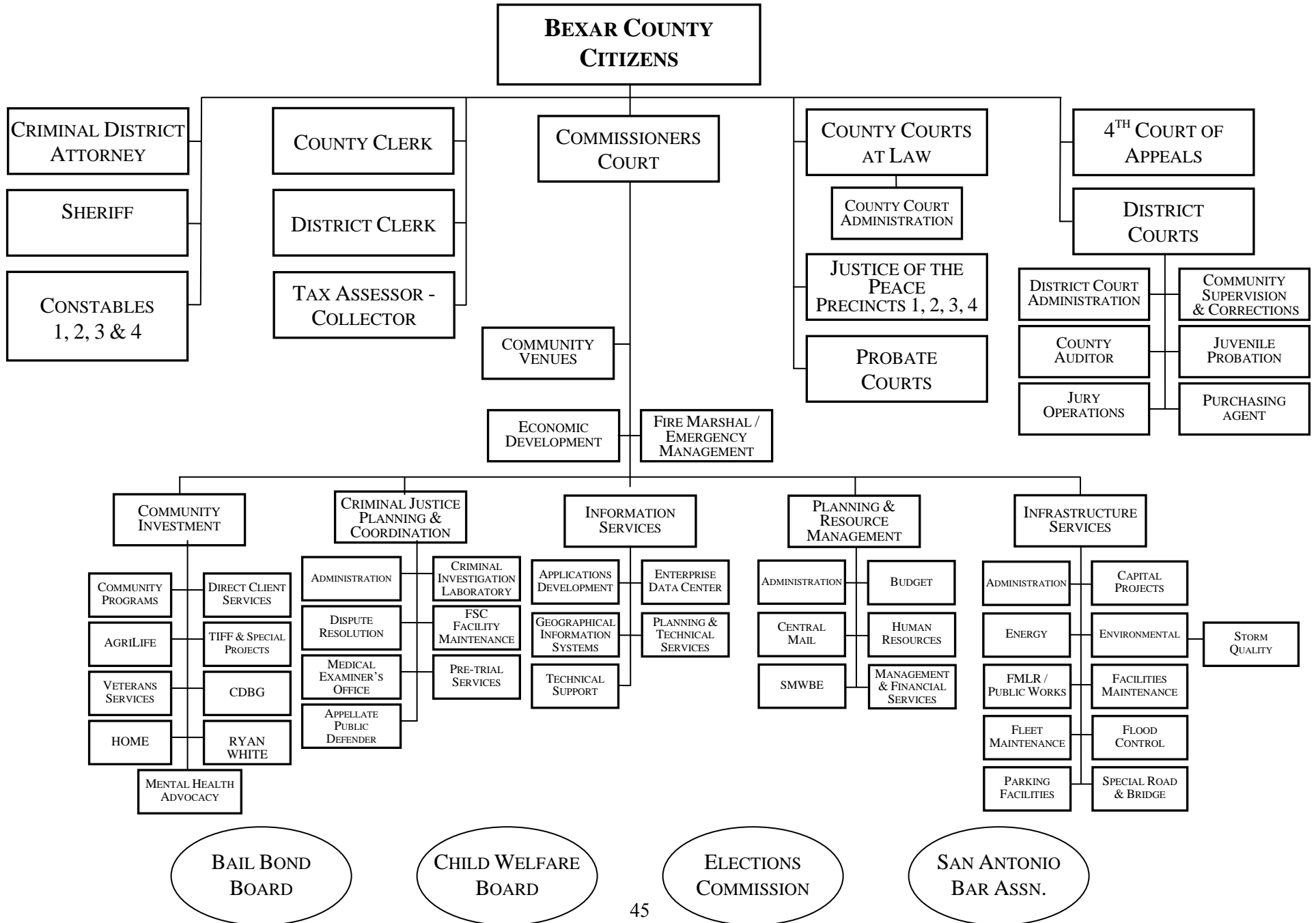




A partnership between the National Western Arts Foundation, City of San Antonio and Bexar County will create the Dolph and Janey Briscoe Western Art Museum. The National Western Arts Foundation will build a complimentary 20,209 square foot Pavilion (pictured below) with access from the street level. The three-story Pavilion will house a ground floor ballroom opening onto a Sculpture Garden and the River Walk. Two upper floors will provide exhibition galleries for displays of city-county historical documents in conjunction with traveling exhibitions and art shows featuring a genre of different areas of the nation and its people. The ground floor ballroom will provide a pristine landscaped setting for such events as weddings, quinceaneras, private parties and other special events.



# BEXAR COUNTY ORGANIZATIONAL CHART



## **FY 2008-09 BUDGET CALENDAR**

<b>May 12, 2008</b>	Bexar County Offices and Departments submit budget requests
<b>June 30, 2008</b>	County Auditor provides preliminary FY 2007-08 revenue estimates and FY 2008-09 projected revenue to Budget Office
<b>July 25, 2008</b>	Certified Tax Roll Received
<b>August 1, 2008</b>	Complete verification of tax roll and Tax Assessor-Collector's calculation of Effective Tax Rate
<b>August 19, 2008</b>	Tax Assessor-Collector publishes Effective Tax Rate, Rollback Tax Rate, & other information
<b>August 19, 2008</b>	Presentation of FY 2008-09 Proposed Budget to Commissioners Court
<b>August 28, 2008</b>	First Public Hearing on Proposed Tax Rate if proposed tax rate is greater than the Effective Rate or Rollback Rate.
<b>August 29, 2008</b>	Publish Elected Officials Salary Increases
<b>September 4, 2008</b>	Second Public Hearing on Proposed Tax Rate if proposed tax rate is greater than the Effective Rate or Rollback Rate.
<b>September 5, 2008</b>	FY 2008-09 Proposed Budget filed with County Clerk and County Auditor
<b>September 9, 2008</b>	Public Hearing on FY 2008-09 Proposed Budget
<b>September 9, 2008</b>	Commissioners Court adopts budget and Elected Officials salaries
<b>September 9, 2008</b>	Commissioners Court adopts Tax Rate
<b>September 11, 2008</b>	FY 2008-09 Approved Budget filed with County Auditor and County Clerk

# BUDGET PROCESS OVERVIEW

The FY 2008-09 Adopted Budget covers a twelve-month period from October 1, 2008 through September 30, 2009.

The purpose of the budget preparation process is to develop a work program and financial plan for Bexar County. The goal is to produce a budget document that identifies County services, functions, and the resources (financial, personnel, and other) that support those services and functions. It serves as a policy document to define issues in a manner that allows Commissioners Court to make sound programmatic and financial decisions. The Commissioners Court must be given enough information to make funding choices between alternative programs and priorities. The budget document provides offices and departments with a work program in support of their individual and collective missions. It also provides the Budget Officer and the County Auditor with a financial plan to assure that the County operates within its financial means. Finally, the budget serves as an important reference document that provides extensive information on the nature and scope of County operations and services, and as such must be clearly understandable by the taxpayers and citizens at large.

The budget preparation process includes four phases (Strategic Planning, Strategic Management Activities, the Long Range Financial Forecast, and the Annual Budget), which are part of a larger financial management process, shown below:



## **Phase 1 – Strategic Planning**

Strategic planning is the crucial link between the end of one fiscal year and the beginning of another. As a first step in the budget development process, the County staff outlines and frames short and long-term issues facing Bexar County and the surrounding region. It is a process that invites all County offices and departments to have input up-front and seeks out important issues from internal and external stakeholders. This broad range of involvement helps formulate key strategic opportunities and challenges facing the County over the next several years. And, it is a critical factor in the success of the strategic plan – ensuring cooperation and support from the organization’s leadership.

## **Phase 2 – Strategic Management Activities ....Managing for Results**

The overarching plan for linking financial management, compensation management, budget administration, and operational accountability of County Offices and Departments is known as “Managing for Results.” The program is intended to provide a more transparent, fiscally sound method of matching service delivery demands to recurring revenues. It provides a framework that encourages Commissioners Court and the County’s elected and appointed officials to be partners in striving for long-term financial health.

Managing for Results is an on-going, cyclical process that encourages offices and departments to do strategic planning, budget for needed resources, implement sound management practices, document and report the results of their programs, evaluate those results, and develop appropriate actions to improve organizational performance. There are several key components to the Managing for Results concept, as listed below, and discussed in more detail in the following paragraphs.

- Planning
- Budgeting (including compensation programs)
- Reporting
- Evaluating
- Continuous Improvement
- Financial and Management Flexibility

**Planning for Results.** Each office and department is asked to develop a service and performance plan that identifies its vision, mission, goals, and agreed upon performance measures for the upcoming fiscal year. To the extent practicable, offices and departments that work together in cooperative service areas should collaborate with each other in the development of their plans. These planning elements are incorporated in their official budget submissions and become part of the historical budget document, providing a basis for future evaluation of efficiency and effectiveness.

**Budgeting for Results.** The annual budget process will allocate available funding in a balanced, systematic manner between the needs of employees and the needs of citizens for increased services, while preserving financial stability for the County organization for the future.

One important component in Managing for Results is a compensation structure that aligns with the County’s overall objective to improve organization performance and service delivery. The County’s compensation structure should promote performance, innovation and entrepreneurial action. Creative and productive employees should feel that they will be rewarded for their efforts. And ultimately, increases in compensation should produce real, understandable results in services for the citizens.



**Reporting Results.** Offices and departments currently submit performance measure reports annually as a part of the budget process. These reports, combined with the regular periodic expenditure reports available through the County Auditor’s Office, provide a foundation for evaluating office and department efficiency and effectiveness – measured against the agreed upon standards in their service and performance plan. Data reported will compare actual and projected performance to the performance objectives identified in the service plan. Likewise, current and projected expenditures will be compared to annual budgeted appropriations.

**Evaluating Results.** Offices and departments are expected to use their service and performance plans to measure their on-going performance, and to make strategic management adjustments as needed to achieve their overall goals, objectives, and performance measure targets. The Planning and Resource Management Department (Budget Division) will work closely with offices and departments to evaluate the efficiency and effectiveness of budgeted programs. Recommendations, both from a management and budgeting perspective, will be made as necessary to help offices and departments achieve success in their respective program areas. Historical, internal performance trends (baselines) and benchmarking best practices of other similar service providers will help the County continually improve the quality and quantity of the services we deliver to our citizens.

**Continuous Improvement.** The overall goal of the strategic planning and evaluation cycle is to keep the focus on continuous improvement of the services delivered by Bexar County agencies. Rigorous tracking and evaluation of performance and expenditure information will provide an important tool by which offices and departments can measure their success. By measuring and forecasting both performance and expenditures on a quarterly basis, County decision-makers will be better able to set the broad policy goals of the organizations and adjust management programs to enhance program effectiveness.

**Financial and Management Flexibility.** One important element for the success of a Managing for Results program is increased management and budgetary flexibility for offices and departments. Active gain-sharing practices encourage offices and departments to seek out new cost savings or revenue enhancements, knowing they will be able to retain a portion of those savings for self-determined programs. These changes are a continuation of the County’s strategic planning efforts, including financial and hiring flexibilities that have already been granted by Commissioners Court to County offices and departments.

### **Phase 3 – Development of the Long Range Financial Forecast and Strategies**

The Planning and Resource Management Department presents the Commissioners Court with a five-year financial forecast for the General Fund, the Debt Service Funds, and the Flood Control Fund. Also included are any issues that could affect the County over the next five years.

The Planning and Resource Management Department annually prepares the Five Year Long Range Financial Forecast and Strategies (LRFFS) for presentation to Commissioners Court and use by offices and departments. The forecast contains five sections: 1) a description of the County’s financial management system and process; 2) a discussion of the national, state, regional, local, and international economies and their potential impact on the County; 3) an analysis of the projected revenues, expenditures and resulting fund balances for the County’s General Fund, Debt Service Funds and Flood Control Fund; 4) Fund Forecast Scenarios; and 5) an assessment of the major strategic issues affecting the County over the next five years.

The Commissioners Court, the Planning and Resource Management Department and all the other offices and departments in the County use the LRFSS to assist in setting the County's overall priorities and in understanding the County's financial position. The LRFSS predicts available funds as well as shortfalls for the coming fiscal year and four future years. The methodology used to project the fund balances incorporates the County's financial policy of maintaining one tenth of expenditures as an operating reserve and one tenth of the annual principal and interest payment as a debt service reserve. The forecast provides valuable information used in developing the annual operating and capital budgets because it gives an indication of the County's overall current and future financial situation. Commissioners Court can then better assess the need to generate additional revenue and/or reduce expenditures or the opportunity to lower taxes and/or fund new programs.

## **Phase 4 – Annual Budget**

This phase begins with offices and departments submitting requests for funding based on current operational needs, capital needs, and program changes needed to support expanded or changing operational needs. There are formal budget review and adoption processes that guide the budget development through to the point of adoption by Commissioners Court. Budget implementation is the culmination of the Annual Budget process.

### **Budget Requests:**

*Baseline.* The baseline budget is defined as the level of service that is currently being provided by the office or department and should be affected only by workload volumes and inflationary pressures. For budget preparation purposes, requests for new positions are considered as program changes and are not included in the baseline budget.

*Capital Outlays.* Capital outlays are expenditures for the acquisition of capital assets, including the cost of land, buildings, permanent improvements, machinery, large tools, furniture, and equipment. Capital outlays refer to those items that cost more than \$5,000 per unit. Requests for new or different vehicles (where the type of vehicle requested differs from the vehicle currently in use) are also subject to the capital outlay process; however, replacement vehicles are funded through Short Term Capital. Projects funded through the County Buildings Capital Improvement Fund are generally defined as:

- One-time investments relating to the acquisition, construction, or renovation of major facilities to support the efficient operations of the County and requiring a significant allocation of resources and time to design and build;
- Major equipment associated with acquisition, renovation, or construction of a facility; and
- Other equipment which expands a facility's capacity for use may also be viewed as a capital improvement. The operational life of a completed capital project must be sufficient to justify amortization of the project cost. The required investment in a capital project must be significant enough to justify itemized budgeting and monitoring of associated funding and expenditures.

Bexar County's capital program includes projects identified for funding in the Special Road and Bridge Fund, all County Capital Improvement Funds, and grant-funded capital projects.

*Program Changes.* Program changes refer to requests to change the level of service or method of operation. Generally, program change requests are for positions, technology and other equipment and

associated supplies, and contractual services necessary to support a new or expanded program. Program change requests may also take the form of program reductions or elimination. Information submitted in support of the program change describes how the proposal will improve services. Performance indicators that measure and support the program change and justification are also part of the budget submission.

To properly assess the County's business performance, accurate, appropriate and meaningful performance measures must be developed and continually updated. Properly utilized and implemented, these measures will serve to provide offices and departments objective empirical information critical to their decision-making processes and actions, and will also help to identify areas where efficiencies and process improvements might be found.

During the FY 2008-09 budget process, offices and departments were asked to submit the same performance measures used for their base budgets as a way to demonstrate how the base division/section's performance will be improved by the new resource allocation requests. Additionally, offices and departments were asked to identify how their actual work product reflects the desired outcome of the County-wide mission, vision and goals. To meet that objective, offices and departments were asked to indicate how each performance measure relates to the achievement of a specific County-wide goal.

Furthermore, existing programs and/or authorized positions are evaluated for effectiveness. Programs selected for further analysis are chosen based on four criteria:

1. **Vacancy** – authorized positions that are unfilled greater than eight months.
2. **Revenue** – programs and/or positions that are approved based on revenues goals.
3. **Grant** – programs and/or positions funded by grants that are ending.
4. **Performance/Efficiency** – programs and/or positions approved based on performance measures that are not being met.

### **Budget Review:**

*Budget Division Review.* Once the budget requests have been received, the Budget Division begins its review. At the same time, revenue estimates and expenditures are received from the County Auditor's Office. The Budget Division uses these estimates and projections as well as tax roll information from the Bexar Appraisal District and Tax Assessor Collector's Office to formulate budget-balancing strategies.

*Information Services Technology Review.* The Bexar County Information Services (BCIS) Department provides technology information and services to all offices and departments. Services include infrastructure (networking), application development and maintenance, and technology and training support. BCIS conducts a Technology Review of all technology-based budget requests. During the Technology Review Process, BCIS reviews all budgetary requests for hardware and software, communication equipment, and programming, and subsequently recommends the appropriate technology required to meet the need(s) identified by the office or department.

### **Adoption Process:**

*Proposed Budget and Commissioners Court Deliberations.* Once the final tax roll is received by the Tax Assessor Collector's Office and the effective tax rate has been calculated, the Commissioners Court is briefed on the status of the Proposed Budget. The Commissioners Court gives direction to the Planning and Resource Management Department, particularly as relates to any possible tax rate change.



Prior to finalizing the Proposed Budget, the Planning and Resource Management Department will negotiate its final recommendations with each office and department. After the Planning and Resource Management Department submits its proposed balanced budget to Commissioners Court, the Court will conduct its review and deliberations on the budget. Any disagreement may be appealed by the office and department to the Commissioners Court during the Commissioners Court deliberations.

*Budget Adoption.* After the Commissioners Court completes its deliberations and holds a public hearing on the proposed budget, the Court votes to adopt a budget. The Court may make any changes to the proposed budget it deems necessary as long as the total expenditures do not exceed the total revenues estimated by the County Auditor.

### **Implementation of the Budget:**

Upon adoption of the budget by Commissioners Court, a copy of the budget will be filed with the County Auditor and the County Clerk. The County Auditor will use the Adopted Budget to set up the appropriate budgetary accounts for each office and department. The County Auditor is responsible for the financial accounts of the County and the preparation of Monthly Financial Reports utilized by offices and departments in monitoring their budgets. The Budget Division is responsible for monitoring expenditures in accordance with the budget and for initiating appropriate budgetary transfers. Offices and departments are responsible for keeping expenditures within the budgeted amount and for tracking performance indicator data.

*Budget Amendment.* Except through certification of the County Auditor and through approval by Commissioners Court, the total amount appropriated in the budget cannot be amended. However, funds may be reallocated to different expenditure accounts. These types of changes to the budget occur in the form of budget transfers. The following briefly describes the process for approval of budget transfers.

The office or department requests a transfer of funds from one expenditure group to another. The Planning and Resource Management Department evaluates the request to determine its appropriateness and the availability of funds. The Planning and Resource Management Department then forwards transfers of more than \$10,000, along with its recommendation, for Commissioners Court consideration. If approved by Commissioners Court, the County Auditor makes the appropriate changes in the financial management system to reflect the approved transfer.

# ACCOUNTING SYSTEM

The County's accounting records for governmental fund types and agency funds are maintained on a modified accrual basis, with the revenues being recorded when available and measurable, and expenditures being recorded when the services or goods are received and the liabilities are incurred. In addition, encumbrances are recorded during the year. Property tax revenues are susceptible to accrual, and are considered available to the extent collected within sixty days after the end of the fiscal year. Proprietary/internal service funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenses when they are incurred.

The Bexar County budgets are developed on a cash basis. Revenues are recognized only when collected and expenditures are recognized when paid. Under State law, the budget cannot be exceeded in any expenditure category. In addition, the total of the budgets for the General and certain Special Revenue Funds cannot be increased once the budgets are adopted unless certified by the County Auditor and approved by Commissioners Court.

Appropriations in the County Buildings Capital Improvement Fund are made on a project basis rather than on an annual basis and are carried forward until the projects are completed. Except for capital project, grant and federal entitlement appropriations, or for encumbrances outstanding in any fund, unused appropriations lapse at the end of each fiscal year.

The FY 2008-09 Adopted Budget appropriates funds using the following expenditure groups. (Prior to FY 1997-98, funds were appropriated at the line item level.)

- Personnel Services
- Travel and Remunerations
- Operational Costs
- Supplies and Materials
- Capital Expenditures
- Interfund Transactions
- Contingencies

Each expenditure group is the sum of individual, similar line item allocations. (Each group is defined in the Glossary section of the Appendix.) This presentation of budget data is designed to provide offices and departments detailed information but with greater flexibility in the management and control of their budgets. This system reduces unnecessary bureaucratic control while continuing to provide sound financial and management information.

Although budgetary data is presented in the budget document according to expenditure group, detailed line item information has been input into the County's financial management system.

## ACCOUNT STRUCTURE

The County maintains budgetary control of its operating accounts through the use of various funds. A "fund" is a self-balancing set of accounts with identifiable revenue sources and expenditures. It is segregated for the purposes of measuring a specific activity. The majority of all County discretionary expenses are included in the following funds:

- **The General Fund** – includes expenditures for general government, judicial, public safety, education and recreation, highways, health and public welfare, intergovernmental expenditures, capital expenditures, and contingencies.
- **The County Buildings Capital Improvement Fund** – includes County Buildings Fund, Adult and Juvenile Detention Facilities Fund and the 2003 Bond Referendum Fund -- used to fund capital projects, e.g., construction and renovation for detention, courtroom, and office facilities. All proceeds in these funds come from the sale of debt instruments.
- **The Debt Service Funds** – funded through ad valorem property tax and used to pay principal and interest on all bonds, certificates of obligation, and commercial paper issued by the County.
- **The Farm to Market and Lateral Road Fund** – includes operating expenditures for road maintenance. This fund receives revenue from vehicle sales tax.
- **The Special Road and Bridge Fund** – includes mainly capital expenditures for road projects and preventive maintenance on roads. This fund's main source of revenue is vehicle registration fees.
- **The Venue Project Fund** – includes expenditures associated with the Community Arena Venue Project, including construction costs, contingency accounts, Project Improvement Fund expenditures, debt service, and reserves.

Other County funds are used to provide resources and services such as records management, courthouse security, child support, dispute resolution, flood control, parking facilities, technology management, fleet maintenance, Justice of the Peace technology, and CDBG and grant money management. These other funds include:

Appellate Public Defender's Office Fund – an enterprise fund used to pay expenses incurred by the office.

Capital Lease Fund – funds equipment formerly provided through the Capital Lease Program to short-term Certificates of Obligation.

CDBG Fund – used to track expenditures of all Community Development Block Grants funds.

Courthouse Security Fund – used to fund security at the County Courthouse, Justice Center, Juvenile Detention Center and other County offices.

Dispute Resolution Fund – used to fund Mediation Center and Multi-Door Program operations.

Domestic Relations Office Fund – used to fund the probation function of the child support collection/payment efforts.

Economic Development Improvements Fund – used to provide capital funds associated with Bexar County’s economic development program.

Fire Code Fund – used to account for expenditures related to building inspections for compliance with County fire and building codes.

Fleet Maintenance Fund – internal service fund which accounts for costs related to maintenance and repair of County light vehicles.

Flood Control Fund – pays annual debt service requirements on flood control projects as well as operating expenses associated with Bexar County Flood Control personnel.

Grant Fund – used to account for grant revenue and expenditures.

HOME Fund – used to track Housing and Urban Development funds for housing rehabilitation through the HOME Investment Partnership Program.

Justice of the Peace Technology Fund – used to provide funds for specific technological enhancements for justice courts including: computer systems, computer networks, computer hardware, computer software, imaging systems, electronic kiosks, electronic ticket writers, and docket management systems.

Justice of the Peace Security Fund – used to provide funds for specific security enhancements for justice courts including: metal detectors, identification cards and systems, electronic locking and surveillance equipment, court security personnel, signage, confiscated weapons inventory, locks or other security devices, bulletproof glass, and education for court security personnel.

Juvenile Case Manager Fund – used to provide funds for salary and benefits of a juvenile case manager employed to provide services in cases involving juvenile offenders.

Law Library Fund – used to fund operational expenses of the County Law Library and to keep reference materials current.

Parking Facilities Fund – used to fund all parking facilities operating costs.

Records Management – County Clerk Fund – used to fund records management and preservation functions performed by and for the County Clerk's Office.

Records Management – County Wide Fund – used to fund records management, preservation and automation functions County wide.

Records Management – District Clerk Fund – used to fund records management and preservation functions performed by and for the District Clerk’s Office.

Records Management Center Fund – an enterprise fund used to account for the operations of the records storage facility.

Self Insurance Funds – used to fund the County’s various insurance plans including health and life, flexible health, dependant care, and workers compensation.

Stormwater Fund – used to fund the County’s Storm Water Quality program, which was mandated by the Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ) MS4 Phase II Storm Water rules.

Technology Improvement Fund – used to fund the actual purchases and expenses associated with technology improvements in each department.

**COUNTY OF BEXAR**  
**PERSONNEL SCHEDULE BY FUND AND DEPARTMENT**  
**FY 2008-09 ADOPTED BUDGET**

<u>GENERAL FUND</u>	<u>FY 2006-07</u> <u>AUTHORIZED</u> <u>POSITIONS</u>	<u>FY 2007-08</u> <u>AUTHORIZED</u> <u>POSITIONS</u>	<u>FY 2008-09</u> <u>AUTHORIZED</u> <u>POSITIONS</u>
Bail Bond Board	1	1	1
Central Magistration			
Criminal District Courts	0	6	7.5
District Clerk	0	23	28
Civil District Courts	39	41	41
Community Investment			
Administration	5	11	10
AgriLife	15.5	15.5	15.5
Community Programs	5	5	7
Mental Health Initiative	0	4	4
Veteran Services	3	4	3
Constable-Precinct 1	23	25	26
Constable-Precinct 2	24	29	29
Constable-Precinct 3	19	20	22
Constable-Precinct 4	16	16	20
County Auditor	54	55	55.5
County Clerk	148	148	147
County Courts-at-Law	44	46	46
Criminal District Attorney	319.5	333.5	333.5
Criminal District Courts	49.5	52	52.5
Criminal Justice Planning and Coordination			
Administration	5	5	5
Crime Lab	22	23	23
Forensic Science Facility	1	1	1
Medical Examiner	39	43	44
Pre-Trial Services	62	65	65
District Clerk	168	170	171
DPS – Highway Patrol	2	2	2
Elections	27	27	27
Information Services	119	119	118
Infrastructure Services			
Administration	10	10	9
Facilities Maintenance-Adult Detention	43	46	45
Facilities Maintenance-County Buildings	26	31	28
Facilities Maintenance-Juvenile Institutions	19	19	23

<u>GENERAL FUND</u>	<b>FY 2006-07</b> <b>AUTHORIZED</b> <b>POSITIONS</b>	<b>FY 2007-08</b> <b>AUTHORIZED</b> <b>POSITIONS</b>	<b>FY 2008-09</b> <b>AUTHORIZED</b> <b>POSITIONS</b>
Facilities Maintenance-Parks	53	53	57
Energy Services	2	2	2
Environmental Services	7	7	8
Judge/Commissioners Court	23	22	22
Economic Development	6	6	8
Emergency Management	3	3	3
Fire Marshal	21	21	20
Jury Operation	8	8	8
Justice of the Peace-Precinct 1, Place 1	11	12	15.5
Justice of the Peace-Precinct 1, Place 3	19	19	19
Justice of the Peace-Precinct 2	18	21	21
Justice of the Peace-Precinct 3	16	19	19
Justice of the Peace-Precinct 4	9	10	14
Juvenile			
Child Support Probation	11	14	11
Institutions	314	355	370
Probation	128	134	135
Juvenile District Courts	17	18	18
Planning and Resource Management	59	63	61
Probate Courts	13.6	14.6	14.6
Purchasing	18	19	18
Sheriff			
Adult Detention	1,041	1,050	1,050
Law Enforcement	688	728	698
Support Services	51	51	53.5
Tax Assessor-Collector	203	203	204
4th Court of Appeals	7	7	7
<b>Total General Fund</b>	<b>4,055.1</b>	<b>4,255.6</b>	<b>4,266.1</b>

<u>Other Funds</u>	<b>FY 2006-07 AUTHORIZED POSITIONS</b>	<b>FY 2007-08 AUTHORIZED POSITIONS</b>	<b>FY 2008-09 AUTHORIZED POSITIONS</b>
Appellate Public Defender (APDO)	7	7	7
Community Development Block Grant (CDBG)	9	9	9
Community Venues Program Office	0	5	7
County Buildings Capital Improvement	0	3	3
Courthouse Security	35	36	35
Direct Client Services	19	17	17
Dispute Resolution	10	10	10
Domestic Relations Office	5	5	5
Farm to Market and Lateral Road-Road	247	247	247
Fire Code	2	3	4
Fleet Maintenance	10	10	12
Flood Control	5	8	9
Justice of the Peace-Technology Fund	0	1	1
Grants in Aid	65.5	63.5	54.5
HOME Investment Partnership Program	3	4	4
Law Library	6	6	6
Parking Facilities	4	4	4
Records Management Center	2.5	2.5	3
Ryan White	6	9	10
Self Insured-Health and Life	4	4	4
Self Insured-Workers Compensation	1	1	2
Storm Water Mitigation	0	0	3
Technology Fund	2	2	2
<b>Total Other Funds</b>	<b>443.0</b>	<b>457.0</b>	<b>458.5</b>
<b>Total <u>All</u> Funds</b>	<b>4,498.1</b>	<b>4,712.6</b>	<b>4,724.6</b>



**COUNTY OF BEXAR  
 AUTHORIZED POSITIONS ADDED/DELETED  
 FY 2008-09 ADOPTED BUDGET**

<u>OFFICE/DEPARTMENTS AND POSITION TITLES</u>	<u>ADDED</u>	<u>DELETED</u>
<u>GENERAL FUND</u>		
<b>AGENCY</b>		
<b>228 Central Magistration</b>		
<b>Criminal District Courts</b>		
Magistrate	1.5	
<b>District Clerk</b>		
Office Assistant IV	5	
<b>610 Community Investment</b>		
<b>Administration</b>		
Client Services Supervisor		1
Community Health Coordinator	1	
<b>Community Health</b>		
Community Health Coordinator		1
<b>Community Programs</b>		
Community Programs Management Analyst	1	
Forensic Interview Specialist	1	
<b>Veteran Services</b>		
Office Assistant III		1
<b>361 Constable-Precinct 1</b>		
Deputy Constable	1	
<b>362 Constable-Precinct 2</b>		
Deputy Constable (Civil Section)	1	
Deputy Trainer		1
<b>363 Constable-Precinct 3</b>		
Deputy Constable	1	
Criminal Warrants Processor	1	
<b>364 Constable-Precinct 4</b>		
Criminal Warrants Processor	1	
Deputy Constable (Traffic)	2	
Deputy Constable (Warrant)	1	
<b>105 County Auditor</b>		
Staff Auditor V ^	0.5	
<b>103 County Clerk</b>		
Bookkeeping Supervisor		1
Court Clerk		0.5
Lead Court Operations Clerk	1	
Lead Treasury Operations Clerk	1	

<u>OFFICE/DEPARTMENTS AND POSITION TITLES</u>	<u>ADDED</u>	<u>DELETED</u>
<b><u>GENERAL FUND</u></b>		
Recordings and Operations Clerk		1
Treasury and Bookkeeping	1	
Treasury Operations Clerk		1
<b>220 Criminal District Attorney</b>		
Advocates*		2
Misdemeanor Prosecutor*		3
<b>238 Criminal District Courts</b>		
Data Tracking Specialist		0.5
Data Tracking Specialist	1	
<b>699 Criminal Justice Planning and Coordination</b>		
<b>Medical Examiner</b>		
Forensic Technician	1	
<b>Pre-Trial Services</b>		
Mental Health Clerk	1	
<b>222 District Clerk</b>		
Court Clerk	1	
<b>106 Information Services</b>		
Analyst Programmer I	1	
Applications Development Coordinator		1
Applications Programmer III		1
<b>501 Infrastructure Services</b>		
<b>Administration</b>		
Analyst		1
Executive Assistant	1	
Office Assistant IV		1
<b>Environmental Services</b>		
Real Estate Specialist	1	
<b>Facilities Maintenance-Adult Detention</b>		
Electronic Technician I		1
<b>Facilities Maintenance-County Buildings</b>		
Electrician		1
Facilities Maintenance Manager		1
Facilities Operations Manager	1	
Facilities Maintenance Supervisor	1	
HVAC Technician		1
Life & Safety Technician	1	
Maintenance Helper		1
Maintenance Mechanic II	1	
Painter II		1
Senior Carpenter		2
<b>Facilities Maintenance-Parks</b>		

<u>OFFICE/DEPARTMENTS AND POSITION TITLES</u>		<u>ADDED</u>	<u>DELETED</u>
<b><u>GENERAL FUND</u></b>			
	Field Maintenance Workers	4	
	Parks and Grounds Foreman	1	
	Parks and Grounds Section Chief		1
	<b>Facilities Maintenance-Juvenile Institutions</b>		
	Electronic Technician II	1	
	Life & Safety Technician	1	
	Maintenance Mechanic II	2	
<b>101</b>	<b>Judge/Commissioners Court</b>		
	<b>Economic Development</b>		
	Analyst	1	
	Economic Development Manager	1	
	<b>Fire Marshal</b>		
	Fire Inspector		1
<b>231</b>	<b>Justice of the Peace-Precinct 1, Place 1</b>		
	Court Clerk	3	
	File Clerk	0.5	
<b>234</b>	<b>Justice of the Peace-Precinct 4</b>		
	Assistant Court Clerk	2	
	Court Clerk	2	
<b>353</b>	<b>Juvenile</b>		
	<b>Child Support Probation</b>		
	Child Support Probation Officer		2
	Office Assistant II		1
	<b>Institutions</b>		
	Juvenile Detention Officer	12	
	Residential Officer I	3	
	<b>Probation</b>		
	Mental Health Services Transition Coordinator	1	
<b>112</b>	<b>Planning and Resource Management</b>		
	Collections Assistant Supervisor		1
	Office Assistant III		1
<b>109</b>	<b>Purchasing</b>		
	Procurement Data Analyst		1
<b>350</b>	<b>Sheriff-Adult Detention</b>		
	Accounting Clerk		1
	Office Assistant II	1	
<b>350</b>	<b>Sheriff-Law Enforcement</b>		
	<b>Sheriff Administration &amp; Operational</b>		
	Deputy Sheriff-Law Enforcement	4	
	Fleet Maintenance Supervisor	1	
	Fleet Technician	1	

<u>OFFICE/DEPARTMENTS AND POSITION TITLES</u>		<u>ADDED</u>	<u>DELETED</u>
<b><u>GENERAL FUND</u></b>			
	Investigator	1	
	Law Enforcement Sergeant	1	
	Pre-Employment Specialist (Part-Time)		2
	<b>Court Security</b>		
	Deputy Sheriff-Law Enforcement**	2	
<b>350</b>	<b>Sheriff-Support Services</b>		
	Pre-Employment Specialist (Part-Time)	2	
	Pre-Employment Specialist (Part-Time)		1
	Pre-Employment Specialist (Full-Time)	2	
<b>107</b>	<b>Tax Assessor-Collector</b>		
	Human Resources Technician	1	
	Motor Vehicle Training Instructor	1	
	Office Assistant IV		1
	Purchasing Clerk	1	
	Support Services Clerk		1
	Title & Registration Processor I		1
	Vault Cashier	1	
	<b>Total General Fund</b>	<b>85.5</b>	<b>40.0</b>

**OTHER FUNDS**

<b>Fund</b>			
<b>005</b>	<b>Courthouse Security</b>		
	Security Monitor		1
<b>580</b>	<b>Environmental Services-Storm Water Quality</b>		
	Civil Engineer	1	
	Civil Engineer Assistant	1	
	Office Assistant IV	1	
<b>096</b>	<b>Farm to Market and Lateral Road-Road</b>		
	Administrative Assistant	1	
	Equipment Operator II		6
	Equipment Operator II w/Pesticide License	6	
	Office Assistant IV		1
<b>550</b>	<b>Fleet Maintenance</b>		
	Automotive Mechanics	2	
<b>308</b>	<b>Flood Control</b>		
	Civil Engineer	1	
	Civil Engineer Assistant		1
	Office Assistant IV	1	

<u>OFFICE/DEPARTMENTS AND POSITION TITLES</u>	<u>ADDED</u>	<u>DELETED</u>
<b><u>OTHER FUNDS</u></b>		
<b>113 Grants in Aid</b>		
<b>County Auditor</b>		
Staff Auditor V	0.5	
<b>Judge/Commissioners Court</b>		
<b>Economic Development</b>		
Office Assistant IV	1	
<b>113 Ryan White</b>		
Grant Support Specialist	1	
<b>575 Records Management Center Fund</b>		
Office Assistant IV	1	
<b>Total Other Funds</b>	<b>17.5</b>	<b>9.0</b>
<b>Total <u>All</u> Funds</b>	<b>103.0</b>	<b>49.0</b>

*^0.5 Grant Funded*

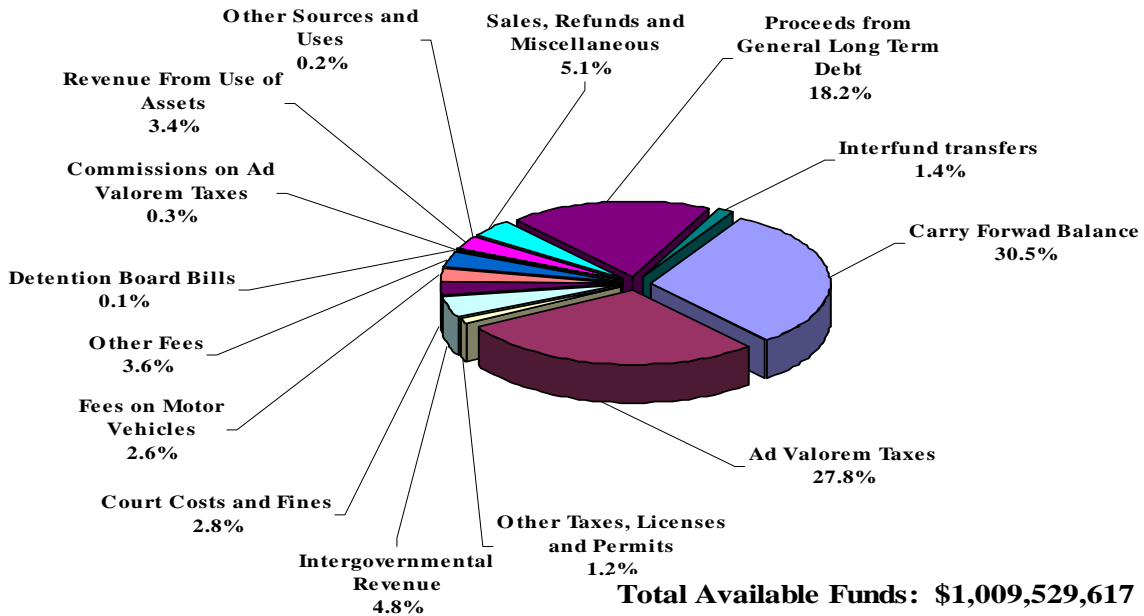
*\*Position to be deleted June 1, 2009*

*\*\*Position to be deleted May 2009*

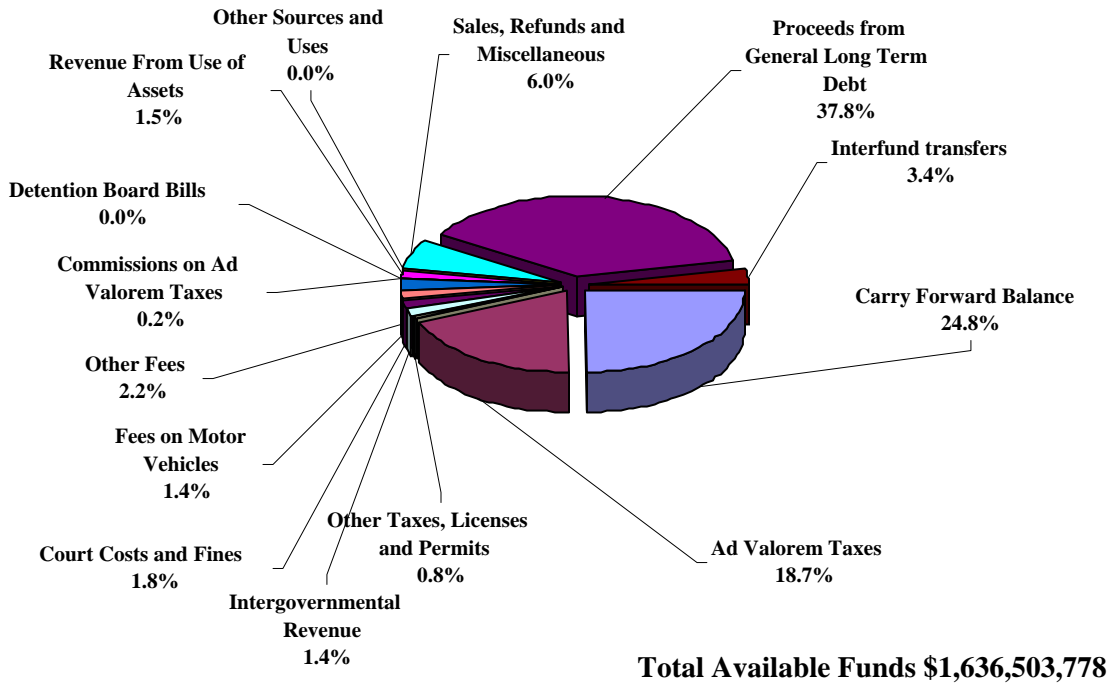
**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

<b>TOTAL AVAILABLE FUNDS</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
Carry Forward Balance	\$308,107,196	\$405,933,166
Ad Valorem Taxes	280,639,034	305,992,777
Other Taxes, Licenses and Permits	11,696,030	12,938,200
Intergovernmental Revenue	48,053,670	22,607,768
Court Costs and Fines	28,476,212	29,903,400
Fees on Motor Vehicles	25,779,063	23,623,300
Other Fees	36,084,029	36,666,384
Jail Board Bills	712,830	771,800
Commissions on Ad Valorem Taxes	2,723,775	2,599,403
Revenue From Use of Assets	28,225,273	23,851,050
Sales, Refunds and Miscellaneous	39,455,046	97,572,250
Other Sources and Uses	1,683,283	386,197
Proceeds from General Debt	183,813,906	618,323,894
Interfund Transfers	14,080,271	55,334,189
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$1,009,529,617</b>	<b>\$1,636,503,778</b>
<b>TOTAL APPROPRIATIONS</b>		
General Government	\$133,881,332	\$121,587,966
Judicial	75,308,841	77,355,452
Public Safety	163,308,038	164,467,656
Education and Recreation	5,266,738	5,462,694
Capital Projects	4,602,326	54,426,853
Highways	51,317,123	111,843,912
Health and Public Welfare	15,412,099	16,077,951
Intergovernmental Expenditures	4,185,018	4,996,386
Capital Expenditures	64,071,595	651,259,719
Contingencies	0	48,455,571
Debt Service	58,679,151	65,400,168
Interfund Transfers	27,564,192	54,740,315
Appropriated Fund Balance	405,933,166	260,429,135
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,009,529,617</b>	<b>\$1,636,503,778</b>

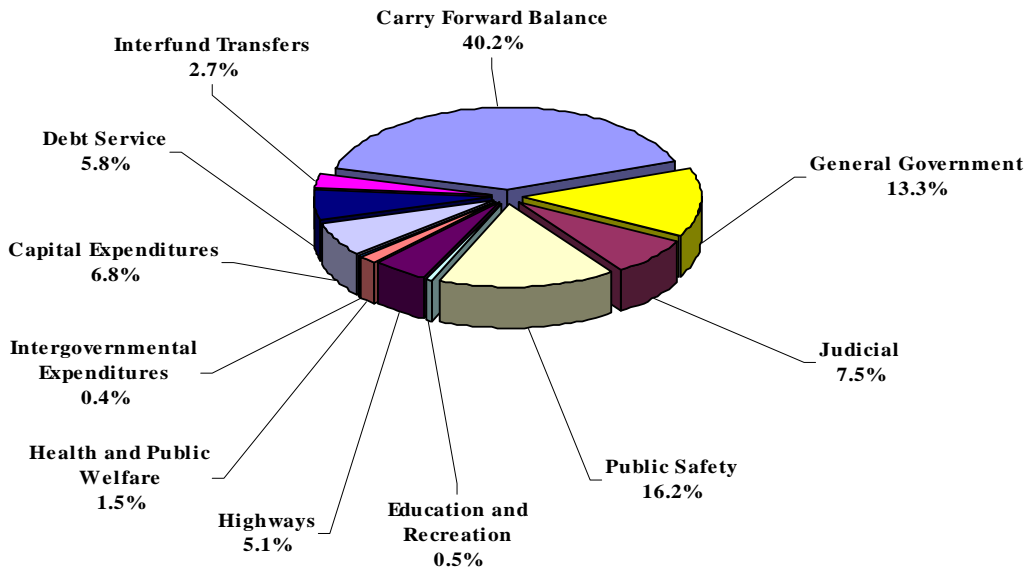
**All Funds - Total Available Funds  
Fiscal Year 2007-08 Estimate**



**All Funds - Total Available Funds  
Fiscal Year 2008-09 Adopted Budget**

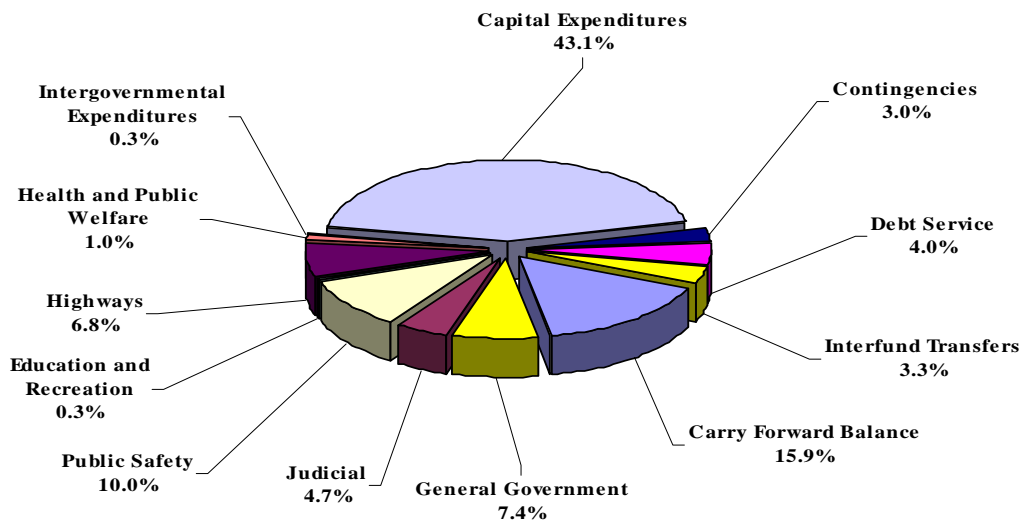


**All Funds - Total Appropriations  
Fiscal Year 2007-08 Estimate**



**Total Appropriations: \$1,009,529,617**

**All Funds - Total Appropriations  
Fiscal Year 2008-09 Adopted Budget**



**Total Appropriations: \$1,636,503,778**



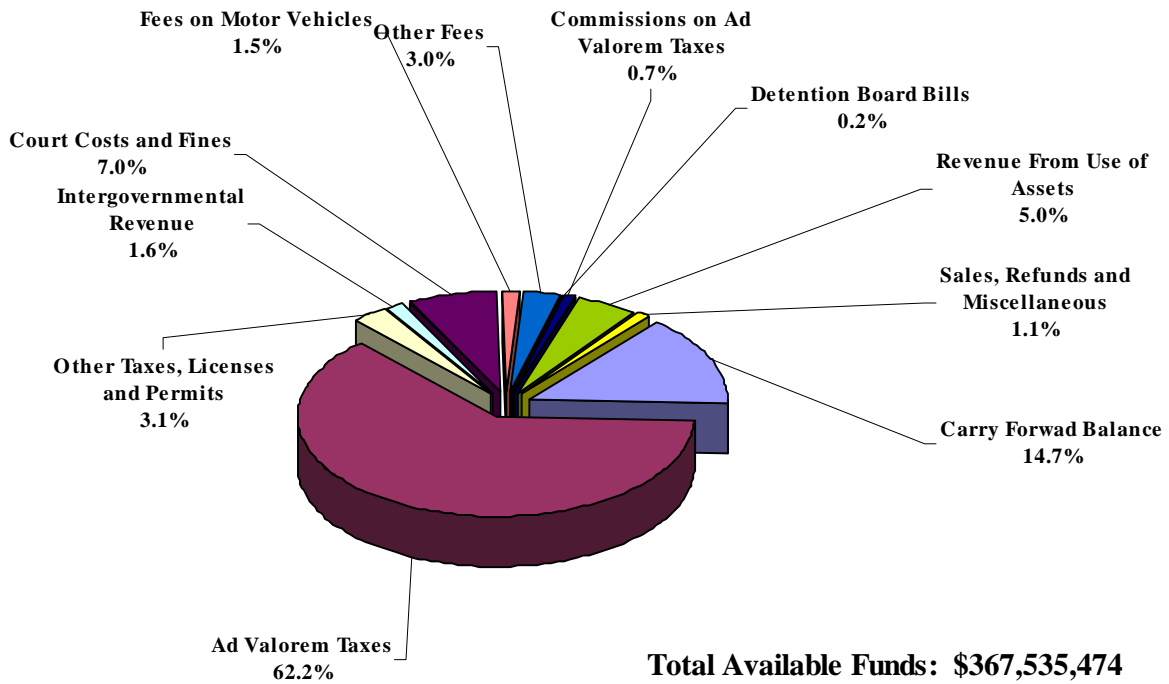
**Bexar County, Texas**  
**General Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>General Fund - Total Available Funds</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
Carry Forward Balance	\$53,893,028	\$49,136,102
Ad Valorem Taxes	228,456,028	239,638,400
Other Taxes, Licenses and Permits	11,526,923	12,783,200
Intergovernmental Revenue	5,699,711	6,007,768
Court Costs and Fines	25,558,154	27,142,100
Fees on Motor Vehicles	5,368,891	5,336,300
Other Fees	11,199,287	10,799,984
Jail Board Bills	712,830	771,800
Commissions on Ad Valorem Taxes	2,723,775	2,599,403
Revenue From Use of Assets	18,435,168	16,991,550
Sales, Refunds and Miscellaneous	3,917,534	3,933,800
Interfund Transfers	44,145	44,145
<b>Total Available Funds</b>	<b>\$367,535,474</b>	<b>\$375,184,552</b>

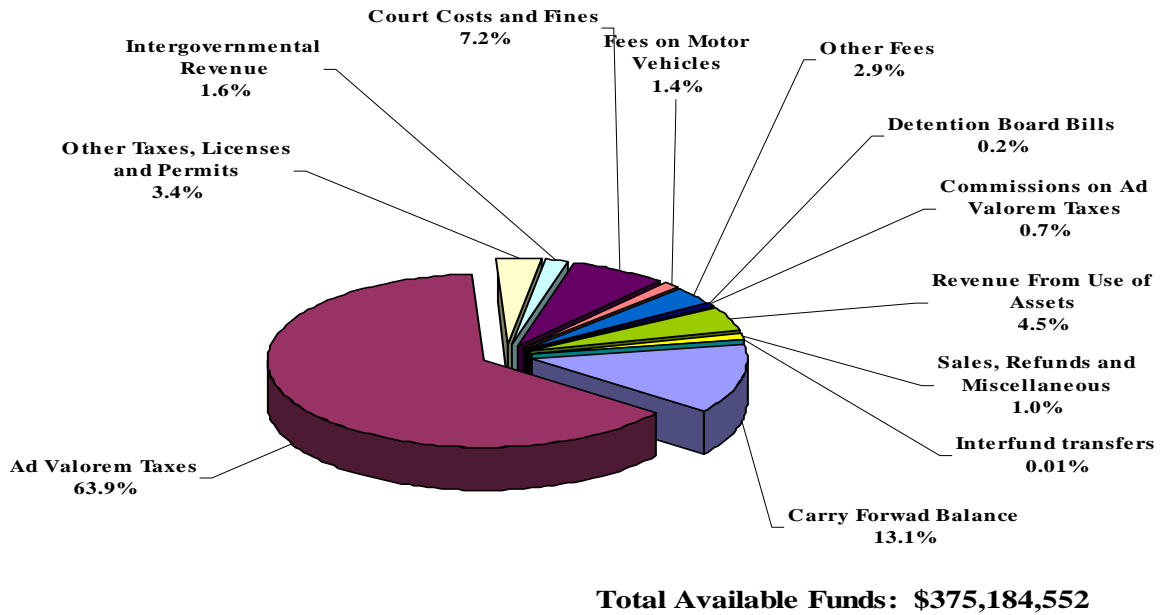
**General Fund - Total Appropriation**

General Government	\$67,549,010	\$65,827,246
Judicial	70,906,222	72,953,302
Public Safety	151,525,716	154,773,072
Education and Recreation	3,160,238	3,356,194
Highways	5,864,577	5,634,482
Health and Public Welfare	5,588,214	5,896,037
Intergovernmental Expenditures	4,185,018	4,996,386
Contingencies	0	20,168,787
Interfund Transfers	9,620,378	7,471,359
Carry Forward Balance	49,136,101	34,107,687
<b>Total Appropriation</b>	<b>\$367,535,474</b>	<b>\$375,184,552</b>

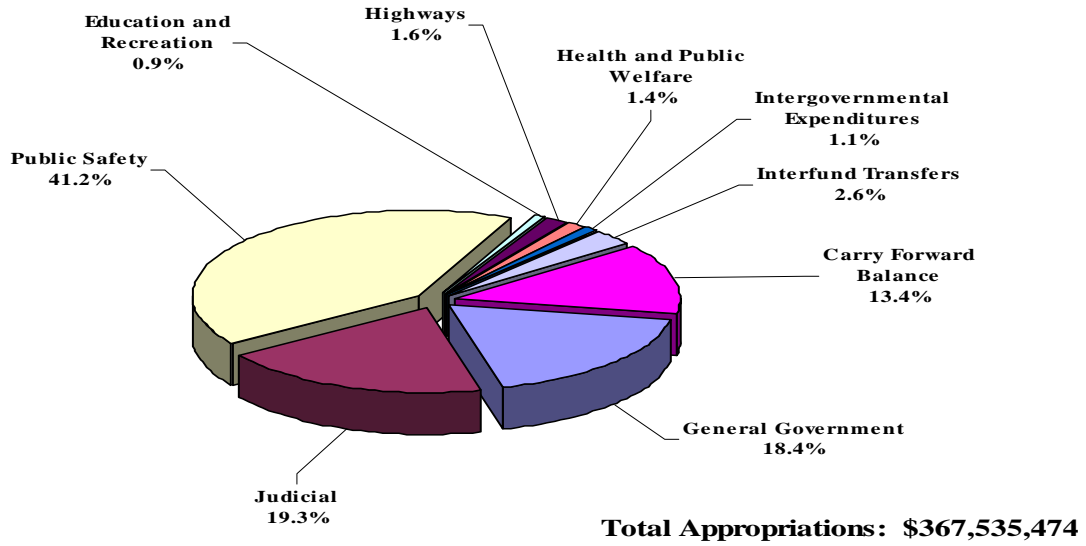
**General Fund - Total Available Funds  
Fiscal Year 2007-08 Estimates**



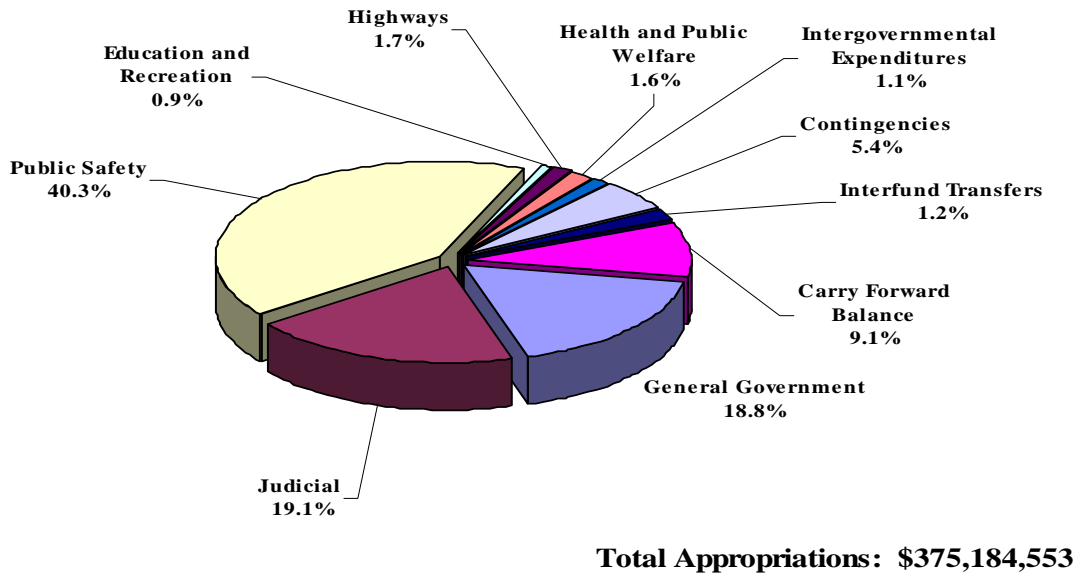
**General Fund - Total Available Funds  
Fiscal Year 2008-09 Adopted Budget**



**General Fund - Total Appropriations  
Fiscal Year 2007-08 Estimates**



**General Fund - Total Appropriations  
Fiscal Year 2008-09 Adopted Budget**



**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

All Funds		General Fund	
Amount	Percent of Total	Amount	Percent Of Total

**AVAILABLE FUNDS**

**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 375,596,920	23.0%	\$ 49,136,102	13.1%
Designated for Encumbrances	-	0.0%	-	0.0%
Designated for Debt Service	30,336,246	1.9%	-	0.0%
<b>Total Beginning Balance</b>	<b>\$ 405,933,166</b>	<b>24.8%</b>	<b>\$ 49,136,102</b>	<b>13.1%</b>

**Revenue**

Ad Valorem Taxes	\$ 305,992,777	18.7%	\$ 239,638,400	63.9%
Other Taxes, Licenses and Permits	12,938,200	0.8%	12,783,200	3.4%
Intergovernmental Revenue	22,607,768	1.4%	6,007,768	1.6%
Court Costs and Fines	29,903,400	1.8%	27,142,100	7.2%
Fees on Motor Vehicles	23,623,300	1.4%	5,336,300	1.4%
Other Fees	36,666,384	2.2%	10,799,984	2.9%
Jail Board Bills	771,800	0.0%	771,800	0.2%
Commissions on Ad Valorem Taxes	2,599,403	0.2%	2,599,403	0.7%
Revenue From Use of Assets	23,851,050	1.5%	16,991,550	4.5%
Sales, Refunds and Miscellaneous	97,572,250	6.0%	3,933,800	1.0%
Other Sources and Uses	386,197	0.0%	-	0.0%
<b>Subtotal</b>	<b>\$ 556,912,529</b>		<b>\$ 326,004,305</b>	
Proceeds from General Debt	\$ 618,323,894	37.8%	\$ -	-
Notes Receivable	-	0.0%	-	0.0%
Interfund Transfers	55,334,189	3.4%	44,145	0.0%
<b>Total Revenues</b>	<b>\$ 1,230,570,612</b>	<b>75.2%</b>	<b>\$ 326,048,450</b>	
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 1,636,503,778</b>		<b>\$ 375,184,552</b>	

**APPROPRIATIONS**

General Government	\$ 121,587,966	7.4%	\$ 65,827,246	17.5%
Judicial	77,355,452	4.7%	72,953,302	19.4%
Public Safety	164,467,656	10.0%	154,773,072	41.3%
Education and Recreation	5,462,694	0.3%	3,356,194	0.9%
Capital Projects	54,426,853	3.3%	-	0.0%
Highways	111,843,912	6.8%	5,634,482	1.5%
Health and Public Welfare	16,077,951	1.0%	5,896,037	1.6%
Intergovernmental Expenditures	4,996,386	0.3%	4,996,386	1.3%
Capital Expenditures	651,259,719	39.8%	-	0.0%
Contingencies	48,455,571	3.0%	20,168,787	5.4%
Debt Service	65,400,168	4.0%	-	0.0%
<b>Subtotal</b>	<b>\$ 1,321,334,327</b>		<b>\$ 333,605,506</b>	
Interfund Transfers	\$ 54,740,315	3.3%	\$ 7,471,359	2.0%
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 1,376,074,642</b>		<b>\$ 341,076,865</b>	
<b>Appropriated Fund Balance</b>	<b>\$ 260,429,135</b>	<b>15.9%</b>	<b>\$ 34,107,687</b>	<b>9.1%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,636,503,778</b>		<b>\$ 375,184,552</b>	

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

	<b>Records Management - County Clerk</b>	<b>Records Management - County Wide</b>	<b>Courthouse Security Fund</b>	<b>Justice of the Peace Technology Fund</b>
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 7,373,231	\$ 568,899	\$ 23,256	\$ 906,541
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$7,373,231</b>	<b>\$568,899</b>	<b>\$23,256</b>	<b>\$906,541</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	3,000	470,100	383,900	-
Fees on Motor Vehicles	-	-	-	-
Other Fees	2,800,000	-	-	251,000
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	186,700	14,600	700	18,000
Sales, Refunds and Miscellaneous	500	-	335,100	-
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ 2,990,200</b>	<b>\$ 484,700</b>	<b>\$ 719,700</b>	<b>\$ 269,000</b>
Proceeds from General Debt	\$ -	\$ -	\$ -	\$ -
Notes Receivable	-	-	-	-
Interfund Transfers	-	-	638,535	-
<b>Total Revenues</b>	<b>\$ 2,990,200</b>	<b>\$ 484,700</b>	<b>\$ 1,358,235</b>	<b>\$ 269,000</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 10,363,431</b>	<b>\$ 1,053,599</b>	<b>\$ 1,381,491</b>	<b>\$ 1,175,541</b>
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<b>APPROPRIATIONS</b>
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General Government	\$ 4,656,800	\$ -	\$ -	\$ 76,876
Judicial	-	712,397	-	125,565
Public Safety	-	-	1,328,139	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	-	-	-
Health and Public Welfare	-	-	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	25,000	-	-	-
Contingencies	-	-	41,988	200,000
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 4,681,800</b>	<b>\$ 712,397</b>	<b>\$ 1,370,127</b>	<b>\$ 402,441</b>
Interfund Transfers	\$ -	\$ -	\$ -	\$ -

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 4,681,800</b>	<b>\$ 712,397</b>	<b>\$ 1,370,127</b>	<b>\$ 402,441</b>
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<b>Appropriated Fund Balance</b>	<b>\$ 5,681,631</b>	<b>\$ 341,202</b>	<b>\$ 11,364</b>	<b>\$ 773,100</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$ 10,363,431</b>	<b>\$ 1,053,599</b>	<b>\$ 1,381,491</b>	<b>\$ 1,175,541</b>
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**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

Fire Code Fund	District Clerk Records Mgmt. Fund	Law Library Fund	Dispute Resolution Fund
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 1,218,854	\$ 28,982	\$ 596,552	\$ (14,708)
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$1,218,854</b>	<b>\$28,982</b>	<b>\$596,552</b>	<b>\$ (14,708)</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	-	-	625,000	515,700
Fees on Motor Vehicles	-	-	-	-
Other Fees	675,000	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	25,800	112,900	10,200	-
Sales, Refunds and Miscellaneous	-	-	101,000	200
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ 700,800</b>	<b>\$ 112,900</b>	<b>\$ 736,200</b>	<b>\$ 515,900</b>
Proceeds from General Debt	\$ -	\$ -	\$ -	-
Notes Receivable	-	-	-	-
Interfund Transfers	-	-	-	92,824
<b>Total Revenues</b>	<b>\$ 700,800</b>	<b>\$ 112,900</b>	<b>\$ 736,200</b>	<b>\$ 608,724</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 1,919,654</b>	<b>\$ 141,882</b>	<b>\$ 1,332,752</b>	<b>\$ 594,016</b>

<b>APPROPRIATIONS</b>
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General Government	\$ -	\$ 105,000	\$ -	\$ -
Judicial	-	-	972,398	-
Public Safety	678,248	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	-	-	-
Health and Public Welfare	-	-	-	583,291
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	300,000	-	-	-
Contingencies	-	-	11,340	25,433
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 978,248</b>	<b>\$ 105,000</b>	<b>\$ 983,738</b>	<b>\$ 608,724</b>
Interfund Transfers	\$ -	\$ -	\$ 14,529	-
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 978,248</b>	<b>\$ 105,000</b>	<b>\$ 998,267</b>	<b>\$ 608,724</b>
<b>Appropriated Fund Balance</b>	<b>\$ 941,406</b>	<b>\$ 36,882</b>	<b>\$ 334,485</b>	<b>\$ (14,708)</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 1,919,654</b>	<b>\$ 141,882</b>	<b>\$ 1,332,752</b>	<b>\$ 594,016</b>

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

<b>JP Security Budget</b>	<b>Domestic Relations Office Fund</b>	<b>Parking Facilities Fund</b>	<b>JP Case Manager Fund</b>
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 105,331	\$ 225,827	\$ 397,853	\$ 309,887
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$ 105,331</b>	<b>\$ 225,827</b>	<b>\$ 397,853</b>	<b>\$ 309,887</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	58,600	450,000	-	255,000
Fees on Motor Vehicles	-	-	-	-
Other Fees	-	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	1,900	-	-	100
Sales, Refunds and Miscellaneous	-	2,300	659,100	-
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ 60,500</b>	<b>\$ 452,300</b>	<b>\$ 659,100</b>	<b>\$ 255,100</b>
Proceeds from General Debt	\$ -	\$ -	\$ -	\$ -
Notes Receivable	-	-	-	-
Interfund Transfers	-	-	-	-
<b>Total Revenues</b>	<b>\$ 60,500</b>	<b>\$ 452,300</b>	<b>\$ 659,100</b>	<b>\$ 255,100</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 165,831</b>	<b>\$ 678,127</b>	<b>\$ 1,056,953</b>	<b>\$ 564,987</b>

<b>APPROPRIATIONS</b>
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General Government	\$ -	\$ -	\$ 326,815	\$ -
Judicial	37,462	-	-	284,393
Public Safety	-	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	-	-	-
Health and Public Welfare	-	480,670	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	-	-	-	-
Contingencies	80,000	6,191	6,225	-
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 117,462</b>	<b>\$ 486,861</b>	<b>\$ 333,040</b>	<b>\$ 284,393</b>
Interfund Transfers	-	\$ 6,626	\$ 153,070	\$ -
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 117,462</b>	<b>\$ 493,487</b>	<b>\$ 486,110</b>	<b>\$ 284,393</b>
<b>Appropriated Fund Balance</b>	<b>\$ 48,369</b>	<b>\$ 184,639</b>	<b>\$ 570,843</b>	<b>\$ 280,594</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 165,831</b>	<b>\$ 678,127</b>	<b>\$ 1,056,953</b>	<b>\$ 564,987</b>

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

	<b>FM and LR Fund</b>	<b>Grants Fund</b>	<b>HOME Program Funds</b>	<b>CDBG Funds</b>
<b>AVAILABLE FUNDS</b>				
<b>Beginning Balance, October 1, 2008</b>				
Undesignated Funds	\$ 141,606	\$ 6,142,571	\$ 2,181,506	\$ 332,277
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$ 141,606</b>	<b>\$ 6,142,571</b>	<b>\$ 2,181,506</b>	<b>\$ 332,277</b>
<b>Revenue</b>				
Ad Valorem Taxes	\$ 4,800	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	155,000	-	-	-
Intergovernmental Revenue	90,000	14,050,000	250,000	2,200,000
Court Costs and Fines	-	-	-	-
Fees on Motor Vehicles	6,360,000	-	-	-
Other Fees	300,000	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	42,800	9,800	-	-
Sales, Refunds and Miscellaneous	1,500	525,000	-	-
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ 6,954,100</b>	<b>\$ 14,584,800</b>	<b>\$ 250,000</b>	<b>\$ 2,200,000</b>
Proceeds from General Debt	\$ -	\$ -	\$ -	\$ -
Notes Receivable	-	-	-	-
Interfund Transfers	4,240,000	600,500	-	-
<b>Total Revenues</b>	<b>\$ 11,194,100</b>	<b>\$ 15,185,300</b>	<b>\$ 250,000</b>	<b>\$ 2,200,000</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 11,335,706</b>	<b>\$ 21,327,871</b>	<b>\$ 2,431,506</b>	<b>\$ 2,532,277</b>
<b>APPROPRIATIONS</b>				
General Government	\$ -	\$ 24,000	\$ -	\$ -
Judicial	-	2,269,935	-	-
Public Safety	-	7,688,197	-	-
Education and Recreation	-	2,106,500	-	-
Capital Projects	-	-	-	-
Highways	10,714,686	162,000	-	-
Health and Public Welfare	-	5,630,000	1,197,064	2,290,889
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	-	850,000	-	-
Contingencies	487,840	-	-	-
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 11,202,527</b>	<b>\$ 18,730,632</b>	<b>\$ 1,197,064</b>	<b>\$ 2,290,889</b>
Interfund Transfers	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 11,202,527</b>	<b>\$ 18,730,632</b>	<b>\$ 1,197,064</b>	<b>\$ 2,290,889</b>
<b>Appropriated Fund Balance</b>	<b>\$ 133,179</b>	<b>\$ 2,597,239</b>	<b>\$ 1,234,442</b>	<b>\$ 241,388</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 11,335,706</b>	<b>\$ 21,327,871</b>	<b>\$ 2,431,506</b>	<b>\$ 2,532,277</b>



**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

	Special Road and Bridge (Cash) Fund	Special Road and Bridge-Multi Year Fund	Special Road and Bridge-TxDot Fund	County Buildings Fund
<b>AVAILABLE FUNDS</b>				
<b>Beginning Balance, October 1, 2008</b>				
Undesignated Funds	\$ 6,823,511	\$ 19,220,768	\$ 23,085,408	\$ 52,798,983
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$ 6,823,511</b>	<b>\$ 19,220,768</b>	<b>\$ 23,085,408</b>	<b>\$ 52,798,983</b>
<b>Revenue</b>				
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	-	-	-	-
Fees on Motor Vehicles	11,927,000	-	-	-
Other Fees	-	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	156,400	-	-	-
Sales, Refunds and Miscellaneous	467,400	-	-	55,367,108
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ 12,550,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,367,108</b>
Proceeds from General Debt	\$ -	\$ 4,000,000	\$ 32,341,445	\$ 78,795,803
Notes Receivable	-	-	-	-
Interfund Transfers	-	4,500,000	-	-
<b>Total Revenues</b>	<b>\$ 12,550,800</b>	<b>\$ 8,500,000</b>	<b>\$ 32,341,445</b>	<b>\$ 134,162,911</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 19,374,311</b>	<b>\$ 27,720,768</b>	<b>\$ 55,426,853</b>	<b>\$ 186,961,894</b>
<b>APPROPRIATIONS</b>				
General Government	\$ 7,243,525	\$ -	\$ -	\$ -
Judicial	-	-	-	-
Public Safety	-	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	54,426,853	-
Highways	1,500,000	20,640,729	-	-
Health and Public Welfare	-	-	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	2,720,000	-	-	186,961,894
Contingencies	-	-	-	-
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 11,463,525</b>	<b>\$ 20,640,729</b>	<b>\$ 54,426,853</b>	<b>\$ 186,961,894</b>
Interfund Transfers	\$ 4,500,000	\$ -	\$ -	\$ -
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 15,963,525</b>	<b>\$ 20,640,729</b>	<b>\$ 54,426,853</b>	<b>\$ 186,961,894</b>
<b>Appropriated Fund Balance</b>	<b>\$ 3,410,786</b>	<b>\$ 7,080,039</b>	<b>\$ 1,000,000</b>	<b>\$ 0</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 19,374,311</b>	<b>\$ 27,720,768</b>	<b>\$ 55,426,853</b>	<b>\$ 186,961,894</b>

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

	<b>Adult/Juv. Detention Fac. Fund</b>	<b>Flood Control Capital Projects Cash Fund</b>	<b>Flood Control Capital Projects Debt Fund</b>	<b>Economic Dev. Improvements Fund</b>
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 468,982	\$ 16,460,176	\$ 102,523,420	\$ 4,718,240
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$ 468,982</b>	<b>\$ 16,460,176</b>	<b>\$ 102,523,420</b>	<b>\$ 4,718,240</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ 16,087,274	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	10,000	-	-
Court Costs and Fines	-	-	-	-
Fees on Motor Vehicles	-	-	-	-
Other Fees	-	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	-	206,700	-	-
Sales, Refunds and Miscellaneous	-	-	-	-
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 16,303,974</b>	<b>\$ -</b>	<b>\$ -</b>
Proceeds from General Debt	\$ -	\$ -	\$ 67,384,000	\$ 3,017,846
Notes Receivable	-	-	-	-
Interfund Transfers	-	-	-	-
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 16,303,974</b>	<b>\$ 67,384,000</b>	<b>\$ 3,017,846</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 468,982</b>	<b>\$ 32,764,150</b>	<b>\$ 169,907,420</b>	<b>\$ 7,736,086</b>

<b>APPROPRIATIONS</b>
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General Government	\$ -	\$ 787,410	\$ -	\$ -
Judicial	-	-	-	-
Public Safety	-	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	747,968	64,707,960	7,736,086
Health and Public Welfare	-	-	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	468,982	-	-	-
Contingencies	-	29,516	-	-
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 468,982</b>	<b>\$ 1,564,894</b>	<b>\$ 64,707,960</b>	<b>\$ 7,736,086</b>
Interfund Transfers	\$ -	\$ -	\$ -	\$ -
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 468,982</b>	<b>\$ 1,564,894</b>	<b>\$ 64,707,960</b>	<b>\$ 7,736,086</b>
<b>Appropriated Fund Balance</b>	<b>\$ 0</b>	<b>\$ 31,199,256</b>	<b>\$ 105,199,460</b>	<b>\$ -</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 468,982</b>	<b>\$ 32,764,150</b>	<b>\$ 169,907,420</b>	<b>\$ 7,736,086</b>

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

2003 Bond Referendum Fund	Debt Service Fund	Self Insured Health and Life Fund	Self Insured Workers Comp. Fund
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 16,246,079	\$ -	\$ 108,506	\$ 4,567,141
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	30,336,246	-	-
<b>Total Beginning Balance</b>	<b>\$ 16,246,079</b>	<b>\$ 30,336,246</b>	<b>\$ 108,506</b>	<b>\$ 4,567,141</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ 50,262,303	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	-	-	-	-
Fees on Motor Vehicles	-	-	-	-
Other Fees	-	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	-	5,000,000	-	-
Sales, Refunds and Miscellaneous	-	-	27,117,443	3,160,298
Other Sources and Uses	-	-	-	-
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 55,262,303</b>	<b>\$ 27,117,443</b>	<b>\$ 3,160,298</b>
Proceeds from General Debt	\$ 22,722,977	\$ -	\$ -	-
Notes Receivable	-	-	-	-
Interfund Transfers	-	150,000	-	-
<b>Total Revenues</b>	<b>\$ 22,722,977</b>	<b>\$ 55,412,303</b>	<b>\$ 27,117,443</b>	<b>\$ 3,160,298</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 38,969,056</b>	<b>\$ 85,748,549</b>	<b>\$ 27,225,949</b>	<b>\$ 7,727,439</b>

<b>APPROPRIATIONS</b>
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General Government	\$ -	\$ 5,129,429	\$ 27,415,407	\$ 1,586,219
Judicial	-	-	-	-
Public Safety	-	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	-	-	-
Health and Public Welfare	-	-	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	44,821,262	-	-	-
Contingencies	-	-	-	-
Debt Service	-	57,022,572	-	-
<b>Subtotal</b>	<b>\$ 44,821,262</b>	<b>\$ 62,152,001</b>	<b>\$ 27,415,407</b>	<b>\$ 1,586,219</b>
Interfund Transfers	-	-	-	-
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 44,821,262</b>	<b>\$ 62,152,001</b>	<b>\$ 27,415,407</b>	<b>\$ 1,586,219</b>
<b>Appropriated Fund Balance</b>	<b>\$ (5,852,206)</b>	<b>\$ 23,596,548</b>	<b>\$ (189,458)</b>	<b>\$ 6,141,220</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 38,969,056</b>	<b>\$ 85,748,549</b>	<b>\$ 27,225,949</b>	<b>\$ 7,727,439</b>

**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

Fleet Maintenance Fund	Technology Fund	Community Arena Project Fund	Records Management Center Fund
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 259,719	\$ 235,627	\$ 40,068,185	\$ 615,325
Designated for Encumbrances	-	-	-	-
Designated for Debt Service	-	-	-	-
<b>Total Beginning Balance</b>	<b>\$ 259,719</b>	<b>\$ 235,627</b>	<b>\$ 40,068,185</b>	<b>\$ 615,325</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-	-	-
Intergovernmental Revenue	-	-	-	-
Court Costs and Fines	-	-	-	-
Fees on Motor Vehicles	-	-	-	-
Other Fees	-	-	-	-
Jail Board Bills	-	-	-	-
Commissions on Ad Valorem Taxes	-	-	-	-
Revenue From Use of Assets	-	-	-	1,000
Sales, Refunds and Miscellaneous	568,900	1,135,102	-	-
Other Sources and Uses	-	-	-	386,197
<b>Subtotal</b>	<b>\$ 568,900</b>	<b>\$ 1,135,102</b>	<b>\$ -</b>	<b>\$ 387,197</b>
Proceeds from General Debt	\$ -	\$ -	\$ -	-
Notes Receivable	-	-	-	-
Interfund Transfers	-	-	-	-
<b>Total Revenues</b>	<b>\$ 568,900</b>	<b>\$ 1,135,102</b>	<b>\$ -</b>	<b>\$ 387,197</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 828,619</b>	<b>\$ 1,370,729</b>	<b>\$ 40,068,185</b>	<b>\$ 1,002,522</b>
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<b>APPROPRIATIONS</b>
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General Government	\$ 589,228	\$ 1,261,798	\$ -	\$ 266,844
Judicial	-	-	-	-
Public Safety	-	-	-	-
Education and Recreation	-	-	-	-
Capital Projects	-	-	-	-
Highways	-	-	-	-
Health and Public Welfare	-	-	-	-
Intergovernmental Expenditures	-	-	-	-
Capital Expenditures	-	-	-	112,581
Contingencies	-	-	-	6,773
Debt Service	-	-	-	-
<b>Subtotal</b>	<b>\$ 589,228</b>	<b>\$ 1,261,798</b>	<b>\$ -</b>	<b>\$ 386,197</b>
Interfund Transfers	\$ -	\$ 26,546	\$ 40,068,185	\$ -

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 589,228</b>	<b>\$ 1,288,344</b>	<b>\$ 40,068,185</b>	<b>\$ 386,197</b>
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<b>Appropriated Fund Balance</b>	<b>\$ 239,391</b>	<b>\$ 82,385</b>	<b>\$ 0</b>	<b>\$ 616,325</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$ 828,619</b>	<b>\$ 1,370,729</b>	<b>\$ 40,068,185</b>	<b>\$ 1,002,522</b>
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**Bexar County, Texas**  
**All Funds Summary**  
**Fiscal Year Ending September 30, 2009**

Community Venue Project Fund	Other Post Emply Benefits Fund
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance, October 1, 2008**

Undesignated Funds	\$ 10,998,204	\$ 5,150,000
Designated for Encumbrances	-	-
Designated for Debt Service	-	-
<b>Total Beginning Balance</b>	<b>\$ 10,998,204</b>	<b>\$ 5,150,000</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -
Other Taxes, Licenses and Permits	-	-
Intergovernmental Revenue	-	-
Court Costs and Fines	-	-
Fees on Motor Vehicles	-	-
Other Fees	21,840,400	-
Jail Board Bills	-	-
Commissions on Ad Valorem Taxes	-	-
Revenue From Use of Assets	1,071,900	-
Sales, Refunds and Miscellaneous	-	4,156,297
Other Sources and Uses	-	-
<b>Subtotal</b>	<b>\$ 22,912,300</b>	<b>\$ 4,156,297</b>
Proceeds from General Debt	\$ 410,061,823	\$ -
Notes Receivable	-	-
Interfund Transfers	40,068,185	5,000,000
<b>Total Revenues</b>	<b>\$ 473,042,308</b>	<b>\$ 9,156,297</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 484,040,512</b>	<b>\$ 14,306,297</b>

<b>APPROPRIATIONS</b>
-----------------------

General Government	\$ 1,334,289	\$ 4,156,297
Judicial	\$ -	-
Public Safety	\$ -	-
Education and Recreation	\$ -	-
Capital Projects	\$ -	-
Highways	\$ -	-
Health and Public Welfare	\$ -	-
Intergovernmental Expenditures	\$ -	-
Capital Expenditures	\$ 415,000,000	-
Contingencies	\$ 27,384,964	-
Debt Service	\$ 8,377,596	-
<b>Subtotal</b>	<b>\$ 452,096,849</b>	<b>\$ 4,156,297</b>
Interfund Transfers	\$ -	\$ -
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 452,096,849</b>	<b>\$ 4,156,297</b>
<b>Appropriated Fund Balance</b>	<b>\$ 31,943,663</b>	<b>\$ 10,150,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 484,040,512</b>	<b>\$ 14,306,297</b>

**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

All Funds		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$ 156,208,287	\$ 269,857,837	\$ 375,596,920
Designated for Encumbrances	\$ 3,492,251	\$ -	\$ -
Designated for Debt Service	\$ 17,695,433	\$ 38,249,359	\$ 30,336,246
<b>Total Beginning Balance</b>	<b>\$ 177,395,971</b>	<b>\$ 308,107,196</b>	<b>\$ 405,933,166</b>

**Revenue**

Ad Valorem Taxes	\$ 244,311,595	\$ 280,639,034	\$ 305,992,777
Other Taxes, Licenses and Permits	\$ 9,929,613	\$ 11,696,030	\$ 12,938,200
Intergovernmental Revenue	\$ 42,006,255	\$ 48,053,670	\$ 22,607,768
Court Costs and Fines	\$ 28,531,554	\$ 28,476,212	\$ 29,903,400
Fees on Motor Vehicles	\$ 27,071,760	\$ 25,779,063	\$ 23,623,300
Other Fees	\$ 39,090,344	\$ 36,084,029	\$ 36,666,384
Jail Board Bills	\$ 761,025	\$ 712,830	\$ 771,800
Commissions on Ad Valorem Taxes	\$ 2,885,884	\$ 2,723,775	\$ 2,599,403
Revenue From Use of Assets	\$ 27,589,695	\$ 28,225,273	\$ 23,851,050
Sales, Refunds and Miscellaneous	\$ 38,013,726	\$ 39,455,046	\$ 97,572,250
Other Sources and Uses	\$ 2,627,053	\$ 1,683,283	\$ 386,197
<b>Subtotal</b>	<b>\$ 462,818,504</b>	<b>\$ 503,528,244</b>	<b>\$ 556,912,529</b>
Proceeds from General Debt	\$ 138,483,054	\$ 183,813,906	\$ 618,323,894
Notes Receivable	\$ -	\$ -	\$ -
Interfund Transfers	\$ 21,012,702	\$ 13,819,169	\$ 55,334,189
<b>Total Revenues</b>	<b>\$ 622,314,260</b>	<b>\$ 701,161,319</b>	<b>\$ 1,230,570,612</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 799,710,231</b>	<b>\$ 1,009,268,515</b>	<b>\$ 1,636,503,778</b>

<b>APPROPRIATIONS</b>
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General Government	\$ 104,583,847	\$ 133,881,332	\$ 121,587,966
Judicial	\$ 67,312,297	\$ 75,308,841	\$ 77,355,452
Public Safety	\$ 157,087,503	\$ 163,308,038	\$ 164,467,656
Education and Recreation	\$ 5,396,637	\$ 5,266,738	\$ 5,462,694
Capital Projects	\$ 2,354,456	\$ 4,602,326	\$ 54,426,853
Highways	\$ 32,958,383	\$ 51,317,123	\$ 111,843,912
Health and Public Welfare	\$ 19,996,267	\$ 15,412,099	\$ 16,077,951
Intergovernmental Expenditures	\$ 4,568,350	\$ 4,185,018	\$ 4,996,386
Capital Expenditures	\$ 31,285,575	\$ 64,071,595	\$ 651,259,719
Contingencies	\$ 1,735,134	\$ -	\$ 48,455,571
Debt Service	\$ 40,528,204	\$ 58,679,151	\$ 65,400,168
<b>Subtotal</b>	<b>\$ 467,806,653</b>	<b>\$ 576,032,260</b>	<b>\$ 1,321,334,327</b>
Interfund Transfers	\$ 23,796,380	\$ 27,564,192	\$ 54,740,315
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 491,603,033</b>	<b>\$ 603,596,452</b>	<b>\$ 1,376,074,642</b>
<b>Appropriated Fund Balance</b>	<b>\$ 308,107,198</b>	<b>\$ 405,672,064</b>	<b>\$ 260,429,135</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 799,710,231</b>	<b>\$ 1,009,268,515</b>	<b>\$ 1,636,503,778</b>

**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

General Fund		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

**AVAILABLE FUNDS**

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$ 48,726,754	\$ 53,893,028	\$ 49,136,102
Designated for Encumbrances	\$ 233,820	\$ -	\$ -
Designated for Debt Service	\$ -	\$ -	\$ -
<b>Total Beginning Balance</b>	<b>\$ 48,960,574</b>	<b>\$ 53,893,028</b>	<b>\$ 49,136,102</b>

**Revenue**

Ad Valorem Taxes	\$ 213,393,619	\$ 228,456,028	\$ 239,638,400
Other Taxes, Licenses and Permits	\$ 9,712,030	\$ 11,526,923	\$ 12,783,200
Intergovernmental Revenue	\$ 5,278,844	\$ 5,699,711	\$ 6,007,768
Court Costs and Fines	\$ 25,653,892	\$ 25,558,154	\$ 27,142,100
Fees on Motor Vehicles	\$ 5,132,575	\$ 5,368,891	\$ 5,336,300
Other Fees	\$ 13,018,671	\$ 11,199,287	\$ 10,799,984
Jail Board Bills	\$ 761,025	\$ 712,830	\$ 771,800
Commissions on Ad Valorem Taxes	\$ 2,885,884	\$ 2,723,775	\$ 2,599,403
Revenue From Use of Assets	\$ 19,518,906	\$ 18,435,168	\$ 16,991,550
Sales, Refunds and Miscellaneous	\$ 4,199,003	\$ 3,917,534	\$ 3,933,800
Other Sources and Uses	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 299,554,449</b>	<b>\$ 313,598,301</b>	<b>\$ 326,004,305</b>
Proceeds from General Debt	\$ -	\$ -	\$ -
Notes Receivable	\$ -	\$ -	\$ -
Interfund Transfers	\$ 416,490	\$ 44,145	\$ 44,145
<b>Total Revenues</b>	<b>\$ 299,970,939</b>	<b>\$ 313,642,446</b>	<b>\$ 326,048,450</b>

**TOTAL AVAILABLE FUNDS** \$ **348,931,513** \$ **367,535,474** \$ **375,184,552**

**APPROPRIATIONS**

General Government	\$ 60,765,130	\$ 67,549,010	\$ 65,827,246
Judicial	\$ 63,863,679	\$ 70,906,222	\$ 72,953,302
Public Safety	\$ 142,362,921	\$ 151,525,716	\$ 154,773,072
Education and Recreation	\$ 3,148,701	\$ 3,160,238	\$ 3,356,194
Capital Projects	\$ -	\$ -	\$ -
Highways	\$ 900,358	\$ 5,864,577	\$ 5,634,482
Health and Public Welfare	\$ 4,222,311	\$ 5,588,214	\$ 5,896,037
Intergovernmental Expenditures	\$ 4,416,537	\$ 4,185,018	\$ 4,996,386
Capital Expenditures	\$ -	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 20,168,787
Debt Service	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 279,679,635</b>	<b>\$ 308,778,994</b>	<b>\$ 333,605,506</b>
Interfund Transfers	\$ 15,358,849	\$ 9,620,378	\$ 7,471,359
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 295,038,484</b>	<b>\$ 318,399,372</b>	<b>\$ 341,076,865</b>
<b>Appropriated Fund Balance</b>	<b>\$ 53,893,027</b>	<b>\$ 49,136,101</b>	<b>\$ 34,107,687</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 348,931,513</b>	<b>\$ 367,535,473</b>	<b>\$ 375,184,552</b>

**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

Special Revenue Funds		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

**AVAILABLE FUNDS**

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$	21,390,570	\$	26,047,069	\$	20,538,464
Designated for Encumbrances	\$	3,235,164	\$	-	\$	-
Designated for Debt Service	\$	-	\$	-	\$	-
<b>Total Beginning Balance</b>	<b>\$</b>	<b>24,625,734</b>	<b>\$</b>	<b>26,047,069</b>	<b>\$</b>	<b>20,538,464</b>

**Revenue**

Ad Valorem Taxes	\$	4,762	\$	2,947	\$	4,800
Other Taxes, Licenses and Permits	\$	217,583	\$	169,107	\$	155,000
Intergovernmental Revenue	\$	28,039,446	\$	16,662,019	\$	16,590,000
Court Costs and Fines	\$	2,877,662	\$	2,918,058	\$	2,761,300
Fees on Motor Vehicles	\$	9,745,762	\$	7,904,354	\$	6,360,000
Other Fees	\$	5,257,285	\$	4,351,615	\$	4,026,000
Jail Board Bills	\$	-	\$	-	\$	-
Commissions on Ad Valorem Taxes	\$	-	\$	-	\$	-
Revenue From Use of Assets	\$	1,998,892	\$	1,439,948	\$	423,500
Sales, Refunds and Miscellaneous	\$	1,651,221	\$	2,168,118	\$	1,624,700
Other Sources and Uses	\$	-	\$	-	\$	-
<b>Subtotal</b>	<b>\$</b>	<b>49,792,613</b>	<b>\$</b>	<b>35,616,166</b>	<b>\$</b>	<b>31,945,300</b>
Proceeds from General Debt	\$	4,643,054	\$	7,286,897	\$	-
Notes Receivable	\$	-	\$	-	\$	-
Interfund Transfers	\$	1,618,311	\$	2,302,424	\$	5,571,859
<b>Total Revenues</b>	<b>\$</b>	<b>56,053,978</b>	<b>\$</b>	<b>45,205,487</b>	<b>\$</b>	<b>37,517,159</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$</b>	<b>80,679,712</b>	<b>\$</b>	<b>71,252,556</b>	<b>\$</b>	<b>58,055,623</b>

**APPROPRIATIONS**

General Government	\$	3,157,940	\$	4,572,055	\$	5,189,491
Judicial	\$	3,448,618	\$	4,402,619	\$	4,402,150
Public Safety	\$	13,958,987	\$	11,782,322	\$	9,694,584
Education and Recreation	\$	2,247,936	\$	2,106,500	\$	2,106,500
Capital Projects	\$	-	\$	-	\$	-
Highways	\$	10,499,193	\$	12,285,486	\$	10,876,686
Health and Public Welfare	\$	15,773,956	\$	9,823,884	\$	10,181,914
Intergovernmental Expenditures	\$	-	\$	-	\$	-
Capital Expenditures	\$	5,159,677	\$	5,810,285	\$	1,175,000
Contingencies	\$	-	\$	-	\$	859,017
Debt Service	\$	-	\$	-	\$	-
<b>Subtotal</b>	<b>\$</b>	<b>54,246,307</b>	<b>\$</b>	<b>50,783,152</b>	<b>\$</b>	<b>44,485,343</b>
Interfund Transfers	\$	386,336	\$	192,042	\$	174,225
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$</b>	<b>54,632,643</b>	<b>\$</b>	<b>50,975,194</b>	<b>\$</b>	<b>44,659,568</b>
<b>Appropriated Fund Balance</b>	<b>\$</b>	<b>26,047,069</b>	<b>\$</b>	<b>20,277,362</b>	<b>\$</b>	<b>13,396,056</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>80,679,712</b>	<b>\$</b>	<b>71,252,556</b>	<b>\$</b>	<b>58,055,623</b>



**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

Capital Projects Funds		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

**AVAILABLE FUNDS**

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$ 42,390,450	\$ 139,135,261	\$ 242,345,568
Designated for Encumbrances	\$ 1	\$ -	\$ -
Designated for Debt Service	\$ -	\$ -	\$ -
<b>Total Beginning Balance</b>	<b>\$ 42,390,451</b>	<b>\$ 139,135,261</b>	<b>\$ 242,345,568</b>

**Revenue**

Ad Valorem Taxes	\$ 2,012,410	\$ 15,926,084	\$ 16,087,274
Other Taxes, Licenses and Permits	\$ -	\$ -	\$ -
Intergovernmental Revenue	\$ 8,687,965	\$ 25,691,940	\$ 10,000
Court Costs and Fines	\$ -	\$ -	\$ -
Fees on Motor Vehicles	\$ 12,193,423	\$ 12,505,818	\$ 11,927,000
Other Fees	\$ -	\$ -	\$ -
Jail Board Bills	\$ -	\$ -	\$ -
Commissions on Ad Valorem Taxes	\$ -	\$ -	\$ -
Revenue From Use of Assets	\$ 347,170	\$ 715,889	\$ 363,100
Sales, Refunds and Miscellaneous	\$ 1,980,902	\$ 1,446,961	\$ 55,834,508
Other Sources and Uses	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 25,221,872</b>	<b>\$ 56,286,692</b>	<b>\$ 84,221,882</b>
Proceeds from General Debt	\$ 133,840,000	\$ 164,378,792	\$ 208,262,071
Notes Receivable	\$ -	\$ -	\$ -
Interfund Transfers	\$ 1,638,424	\$ 1,338,581	\$ 4,500,000
<b>Total Revenues</b>	<b>\$ 160,700,296</b>	<b>\$ 222,004,065</b>	<b>\$ 296,983,953</b>

**TOTAL AVAILABLE FUNDS** \$ 203,090,747 \$ 361,139,325 \$ 539,329,521

**APPROPRIATIONS**

General Government	\$ 3,491,237	\$ 5,263,315	\$ 8,030,935
Judicial	\$ -	\$ -	\$ -
Public Safety	\$ 765,595	\$ -	\$ -
Education and Recreation	\$ -	\$ -	\$ -
Capital Projects	\$ 2,354,456	\$ 4,602,326	\$ 54,426,853
Highways	\$ 21,558,833	\$ 33,167,060	\$ 95,332,743
Health and Public Welfare	\$ -	\$ -	\$ -
Intergovernmental Expenditures	\$ 151,813	\$ -	\$ -
Capital Expenditures	\$ 25,873,767	\$ 58,035,831	\$ 234,972,138
Contingencies	\$ 1,735,134	\$ -	\$ 29,516
Debt Service	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 55,930,835</b>	<b>\$ 101,068,531</b>	<b>\$ 392,792,185</b>
Interfund Transfers	\$ 8,024,650	\$ 17,725,226	\$ 4,500,000
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 63,955,484</b>	<b>\$ 118,793,757</b>	<b>\$ 397,292,185</b>
<b>Appropriated Fund Balance</b>	<b>\$ 139,135,262</b>	<b>\$ 242,345,568</b>	<b>\$ 142,037,336</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 203,090,747</b>	<b>\$ 361,139,325</b>	<b>\$ 539,329,521</b>

**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

Debt Service Funds		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

**AVAILABLE FUNDS**

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$	-	\$	-	\$	-
Designated for Encumbrances	\$	-	\$	-	\$	-
Designated for Debt Service	\$	17,695,433	\$	38,249,359	\$	30,336,246
<b>Total Beginning Balance</b>	<b>\$</b>	<b>17,695,433</b>	<b>\$</b>	<b>38,249,359</b>	<b>\$</b>	<b>30,336,246</b>

**Revenue**

Ad Valorem Taxes	\$	28,900,804	\$	36,253,975	\$	50,262,303
Other Taxes, Licenses and Permits	\$	-	\$	-	\$	-
Intergovernmental Revenue	\$	-	\$	-	\$	-
Court Costs and Fines	\$	-	\$	-	\$	-
Fees on Motor Vehicles	\$	-	\$	-	\$	-
Other Fees	\$	-	\$	-	\$	-
Jail Board Bills	\$	-	\$	-	\$	-
Commissions on Ad Valorem Taxes	\$	-	\$	-	\$	-
Revenue From Use of Assets	\$	3,105,928	\$	5,824,161	\$	5,000,000
Sales, Refunds and Miscellaneous	\$	29,175	\$	29,175	\$	-
Other Sources and Uses	\$	1,323,113	\$	-	\$	-
<b>Subtotal</b>	<b>\$</b>	<b>33,359,020</b>	<b>\$</b>	<b>42,107,311</b>	<b>\$</b>	<b>55,262,303</b>
Proceeds from General Debt	\$	-	\$	1,150,013	\$	-
Notes Receivable	\$	-	\$	-	\$	-
Interfund Transfers	\$	14,651,787	\$	579,847	\$	150,000
<b>Total Revenues</b>	<b>\$</b>	<b>48,010,807</b>	<b>\$</b>	<b>43,837,171</b>	<b>\$</b>	<b>55,412,303</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$</b>	<b>65,706,240</b>	<b>\$</b>	<b>82,086,530</b>	<b>\$</b>	<b>85,748,549</b>

**APPROPRIATIONS**

General Government	\$	7,591,564	\$	5,894,524	\$	5,129,429
Judicial	\$	-	\$	-	\$	-
Public Safety	\$	-	\$	-	\$	-
Education and Recreation	\$	-	\$	-	\$	-
Capital Projects	\$	-	\$	-	\$	-
Highways	\$	-	\$	-	\$	-
Health and Public Welfare	\$	-	\$	-	\$	-
Intergovernmental Expenditures	\$	-	\$	-	\$	-
Capital Expenditures	\$	-	\$	-	\$	-
Contingencies	\$	-	\$	-	\$	-
Debt Service	\$	19,865,317	\$	45,855,760	\$	57,022,572
<b>Subtotal</b>	<b>\$</b>	<b>27,456,881</b>	<b>\$</b>	<b>51,750,284</b>	<b>\$</b>	<b>62,152,001</b>
Interfund Transfers	\$	-	\$	-	\$	-
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$</b>	<b>27,456,881</b>	<b>\$</b>	<b>51,750,284</b>	<b>\$</b>	<b>62,152,001</b>
<b>Appropriated Fund Balance</b>	<b>\$</b>	<b>38,249,359</b>	<b>\$</b>	<b>30,336,246</b>	<b>\$</b>	<b>23,596,548</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>65,706,240</b>	<b>\$</b>	<b>82,086,530</b>	<b>\$</b>	<b>85,748,549</b>

**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

Internal Service Funds		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$ 3,626,385	\$ 6,836,710	\$ 12,510,396
Designated for Encumbrances	\$ 23,266	\$ -	\$ -
Designated for Debt Service	\$ -	\$ -	\$ -
<b>Total Beginning Balance</b>	<b>\$ 3,649,651</b>	<b>\$ 6,836,710</b>	<b>\$ 12,510,396</b>

**Revenue**

Ad Valorem Taxes	\$ -	\$ -	\$ -
Other Taxes, Licenses and Permits	\$ -	\$ -	\$ -
Intergovernmental Revenue	\$ -	\$ -	\$ -
Court Costs and Fines	\$ -	\$ -	\$ -
Fees on Motor Vehicles	\$ -	\$ -	\$ -
Other Fees	\$ -	\$ -	\$ -
Jail Board Bills	\$ -	\$ -	\$ -
Commissions on Ad Valorem Taxes	\$ -	\$ -	\$ -
Revenue From Use of Assets	\$ 32,771	\$ 27,315	\$ 1,000
Sales, Refunds and Miscellaneous	\$ 30,153,424	\$ 31,893,258	\$ 36,179,242
Other Sources and Uses	\$ 3,940	\$ 383,283	\$ 386,197
<b>Subtotal</b>	<b>\$ 30,190,135</b>	<b>\$ 32,303,856</b>	<b>\$ 36,566,439</b>
Proceeds from General Debt	\$ -	\$ -	\$ -
Notes Receivable	\$ -	\$ -	\$ -
Interfund Transfers	\$ 2,687,690	\$ 9,554,172	\$ 5,000,000
<b>Total Revenues</b>	<b>\$ 32,877,825</b>	<b>\$ 41,858,028</b>	<b>\$ 41,566,439</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$ 36,527,476</b>	<b>\$ 48,694,738</b>	<b>\$ 54,076,835</b>
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<b>APPROPRIATIONS</b>
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General Government	\$ 29,498,849	\$ 35,932,317	\$ 36,076,576
Judicial	\$ -	\$ -	\$ -
Public Safety	\$ -	\$ -	\$ -
Education and Recreation	\$ -	\$ -	\$ -
Capital Projects	\$ -	\$ -	\$ -
Highways	\$ -	\$ -	\$ -
Health and Public Welfare	\$ -	\$ -	\$ -
Intergovernmental Expenditures	\$ -	\$ -	\$ -
Capital Expenditures	\$ 165,371	\$ 225,479	\$ 112,581
Contingencies	\$ -	\$ -	\$ 13,287
Debt Service	\$ -	\$ -	\$ -
<b>Subtotal</b>	<b>\$ 29,664,220</b>	<b>\$ 36,157,796</b>	<b>\$ 36,202,443</b>
Interfund Transfers	\$ 26,546	\$ 26,546	\$ 2,526,546

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$ 29,690,766</b>	<b>\$ 36,184,342</b>	<b>\$ 38,728,989</b>
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<b>Appropriated Fund Balance</b>	<b>\$ 6,836,710</b>	<b>\$ 12,510,396</b>	<b>\$ 15,347,846</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$ 36,527,476</b>	<b>\$ 48,694,738</b>	<b>\$ 54,076,835</b>
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**Bexar County, Texas  
Consolidated Fund Balance Summary  
Fiscal Year Ending September 30, 2009**

Community Arena Venue Project Fund 590		
FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance, October 1, 2007**

Undesignated Funds	\$	40,074,128	\$	43,945,768	\$	40,068,185
Designated for Encumbrances	\$	-	\$	-	\$	-
Designated for Debt Service	\$	-	\$	-	\$	-
<b>Total Beginning Balance</b>	<b>\$</b>	<b>40,074,128</b>	<b>\$</b>	<b>43,945,768</b>	<b>\$</b>	<b>40,068,185</b>

**Revenue**

Ad Valorem Taxes	\$	-	\$	-	\$	-
Other Taxes, Licenses and Permits	\$	-	\$	-	\$	-
Intergovernmental Revenue	\$	-	\$	-	\$	-
Court Costs and Fines	\$	-	\$	-	\$	-
Fees on Motor Vehicles	\$	-	\$	-	\$	-
Other Fees	\$	20,814,388	\$	20,533,127	\$	-
Jail Board Bills	\$	-	\$	-	\$	-
Commissions on Ad Valorem Taxes	\$	-	\$	-	\$	-
Revenue From Use of Assets	\$	2,586,028	\$	1,782,792	\$	-
Sales, Refunds and Miscellaneous	\$	-	\$	-	\$	-
Other Sources and Uses	\$	1,300,000	\$	1,300,000	\$	-
<b>Subtotal</b>	<b>\$</b>	<b>24,700,416</b>	<b>\$</b>	<b>23,615,919</b>	<b>\$</b>	<b>-</b>
Proceeds from General Debt	\$	-	\$	-	\$	-
Notes Receivable	\$	-	\$	-	\$	-
Interfund Transfers	\$	-	\$	-	\$	-
<b>Total Revenues</b>	<b>\$</b>	<b>24,700,416</b>	<b>\$</b>	<b>23,615,919</b>	<b>\$</b>	<b>-</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$</b>	<b>64,774,544</b>	<b>\$</b>	<b>67,561,687</b>	<b>\$</b>	<b>40,068,185</b>
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<b>APPROPRIATIONS</b>
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General Government	\$	79,127	\$	14,670,112	\$	-
Judicial	\$	-	\$	-	\$	-
Public Safety	\$	-	\$	-	\$	-
Education and Recreation	\$	-	\$	-	\$	-
Capital Projects	\$	-	\$	-	\$	-
Highways	\$	-	\$	-	\$	-
Health and Public Welfare	\$	-	\$	-	\$	-
Intergovernmental Expenditures	\$	-	\$	-	\$	-
Capital Expenditures	\$	86,761	\$	-	\$	-
Contingencies	\$	-	\$	-	\$	-
Debt Service	\$	20,662,887	\$	12,823,391	\$	-
<b>Subtotal</b>	<b>\$</b>	<b>20,828,775</b>	<b>\$</b>	<b>27,493,503</b>	<b>\$</b>	<b>-</b>
Interfund Transfers	\$	-	\$	-	\$	40,068,185

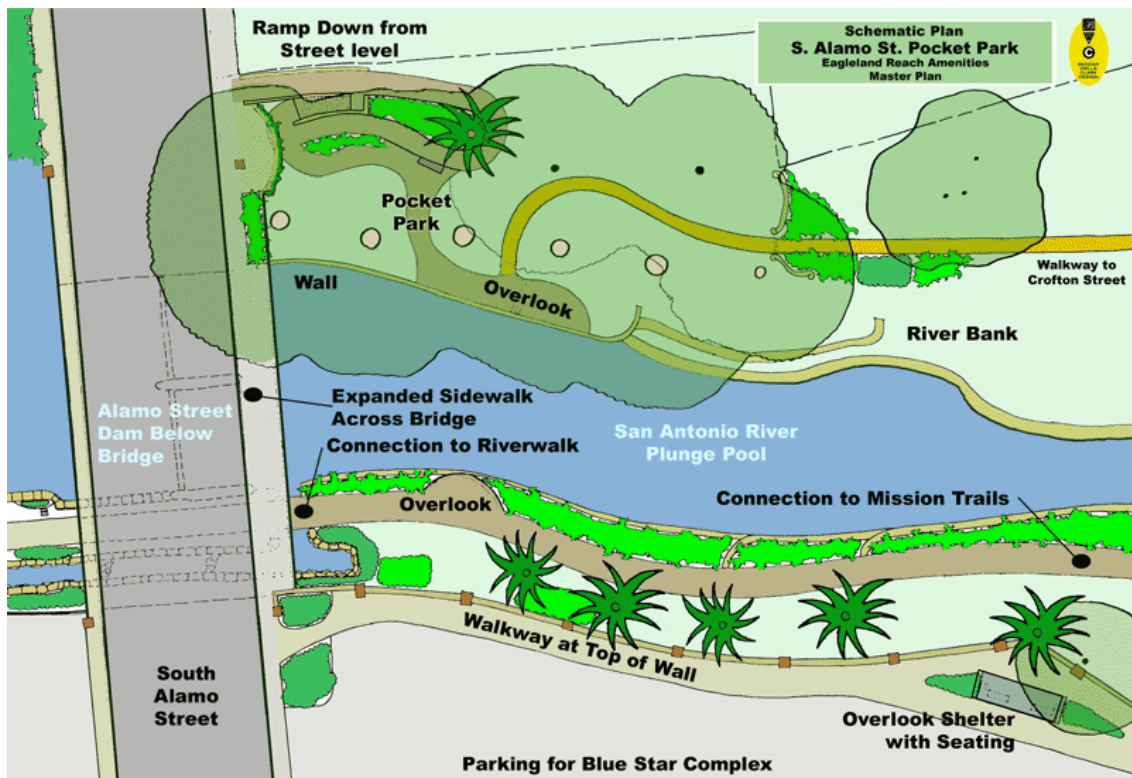
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$</b>	<b>20,828,775</b>	<b>\$</b>	<b>27,493,503</b>	<b>\$</b>	<b>40,068,185</b>
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<b>Appropriated Fund Balance</b>	<b>\$</b>	<b>43,945,768</b>	<b>\$</b>	<b>40,068,185</b>	<b>\$</b>	<b>0</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$</b>	<b>64,774,544</b>	<b>\$</b>	<b>67,561,687</b>	<b>\$</b>	<b>40,068,185</b>
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In the Eagleland Reach, the river passes through the historic King William, neighborhood and the Blue Star Art Complex. Improvements along this reach transform the river from a narrow pilot channel at the bottom of a grass-lined ditch into a more natural system with riffles and native riparian vegetation. Pedestrian improvements add a continuous 10-12 foot wide trail on the west bank of the river, linking to the River Walk upstream and to the Mission Trails downstream.



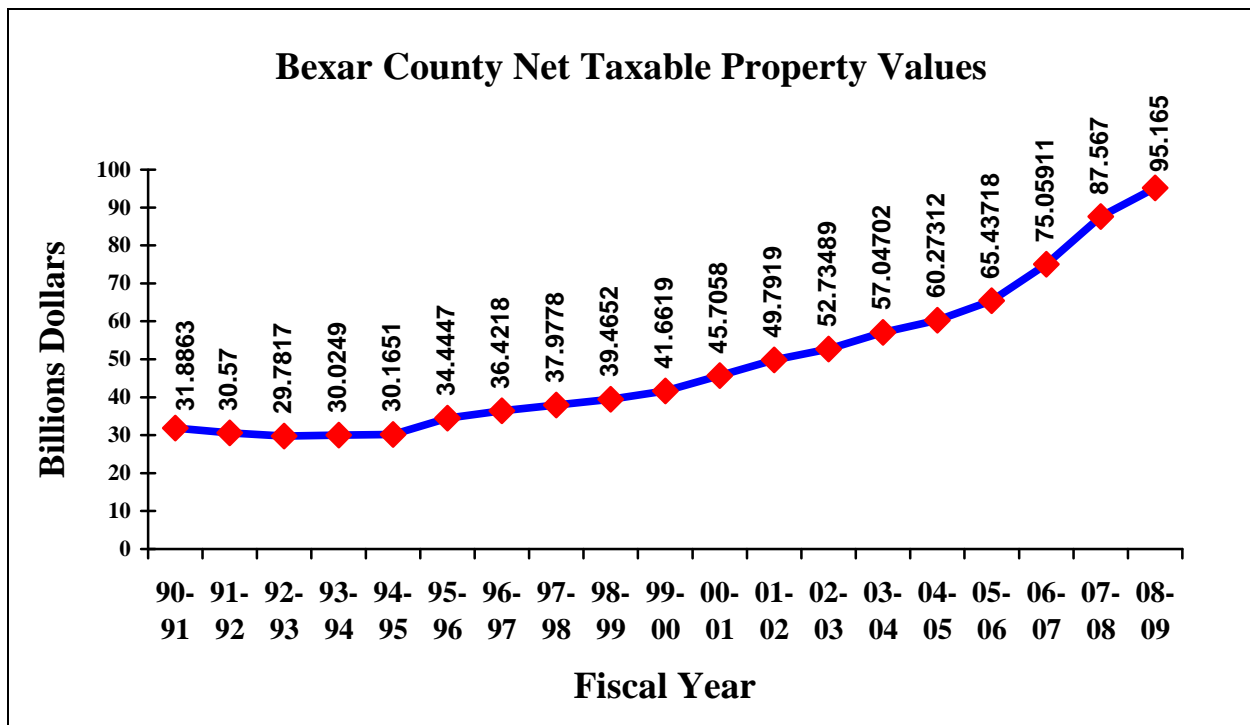
# REVENUE

## REVENUES

Revenues are prepared and certified by the County Auditor in accordance with Texas State Statute. However, the Bexar County Budget Office annually prepares an independent Long Range Financial Forecast. The Budget Office develops its forecast based on historical trends, one-time known occurrences and revenue enhancements. The total Bexar County Adopted Budget for FY 2008-09 includes current revenue projections of \$1,230,570,612. The total revenue budget represents an increase of \$529,148,191 million or approximately 75 percent more than FY 2007-08 estimated revenue. The Community Venue Project Fund (82.9 percent), Capital Project Fund (13.2 percent), and the General Fund (2.3 percent) account for 98.4 percent of the total revenue increase. The increases and decreases in all funds are described more fully below.

## AD VALOREM TAXES

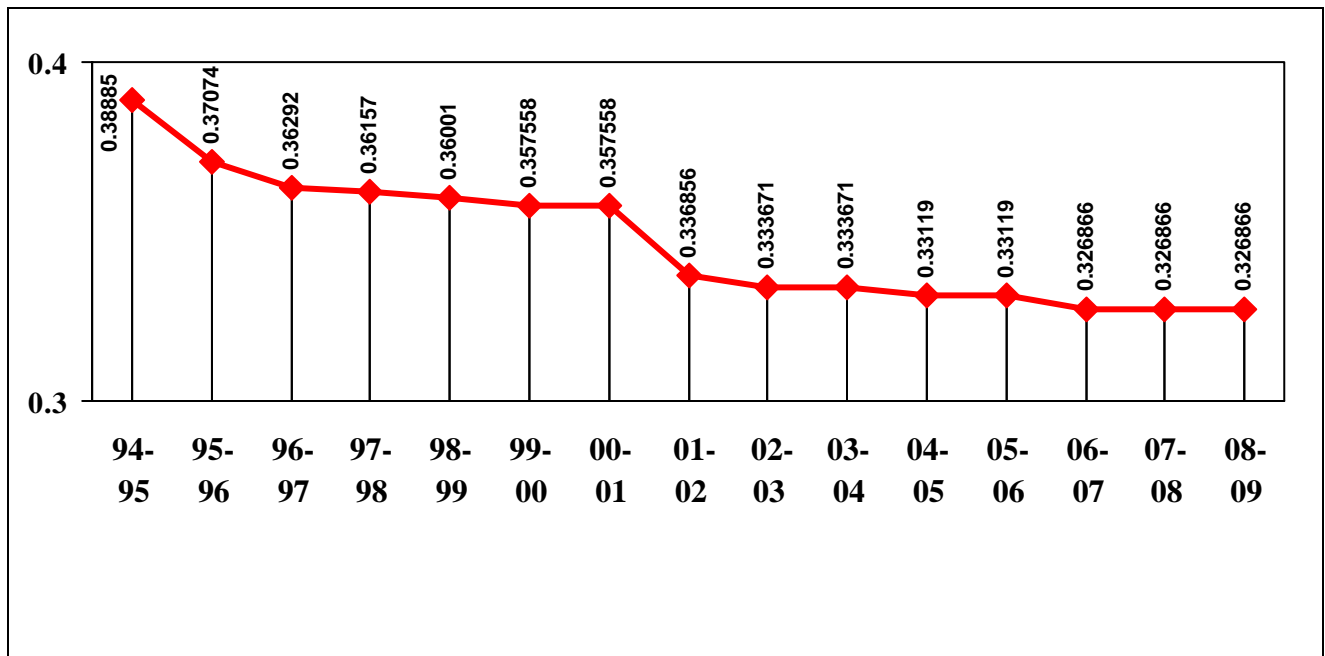
Ad valorem tax revenue is determined by two components: total appraised property value and tax rate.



The Bexar Appraisal District (District) establishes appraised property values within the County in accordance with State law. Fiscal Year 1993-94 marked a turn around in property values; it was the first time in seven years that existing property values showed an increase. Since that time, values have increased every year, at an average annual rate of 2.5 percent. Fiscal Year 2008-09 continues this trend with an increase of approximately 8.7 percent over FY 2007-08.

The FY 2008-09 Adopted Budget is balanced at the current tax rate of \$0.326866 which is the same as the FY 2007-08 Adopted tax rate per \$100 valuation. The Bexar County property tax rate has been reduced from \$0.388850 in FY 1994-95 to \$0.326866 this year. Since FY 1994-95, the overall tax rate for Bexar County has been reduced by \$.061984 per \$100 valuation.

## Historical Tax Rates for Bexar County



### GENERAL FUND REVENUES

Total General Fund FY 2008-09 budgeted current revenues are \$326,048,450. This represents a \$12.4 million or a 3.9 percent increase over the FY 2007-08 estimated revenue. The adopted ad valorem property tax revenue of \$239,638,400 increases \$11.1 million or 4.8 percent from the FY 2007-08 estimate due to an increase in the assessed property values and new construction. The adopted General Fund tax rate is \$0.289399. The Commissioners Court also approved a Flood Control financing strategy that shifted some ad valorem tax revenue from the General Fund to Flood Control. In FY 2007-08 the General Fund Adopted Budget was capped at a level that could be supported with a five percent increase in ad valorem taxes. This allowed for shifting of ad valorem tax revenues to fund an aggressive long term capital improvement program for flood control. The implementation of this strategy allowed Bexar County the opportunity to initiate the first \$53 million in flood projects during FY 2006-07, budget an additional \$53 million for flood control projects in FY 2007-08, and budget \$68.2 million in FY 2008-09 without increasing Bexar County’s tax rate.

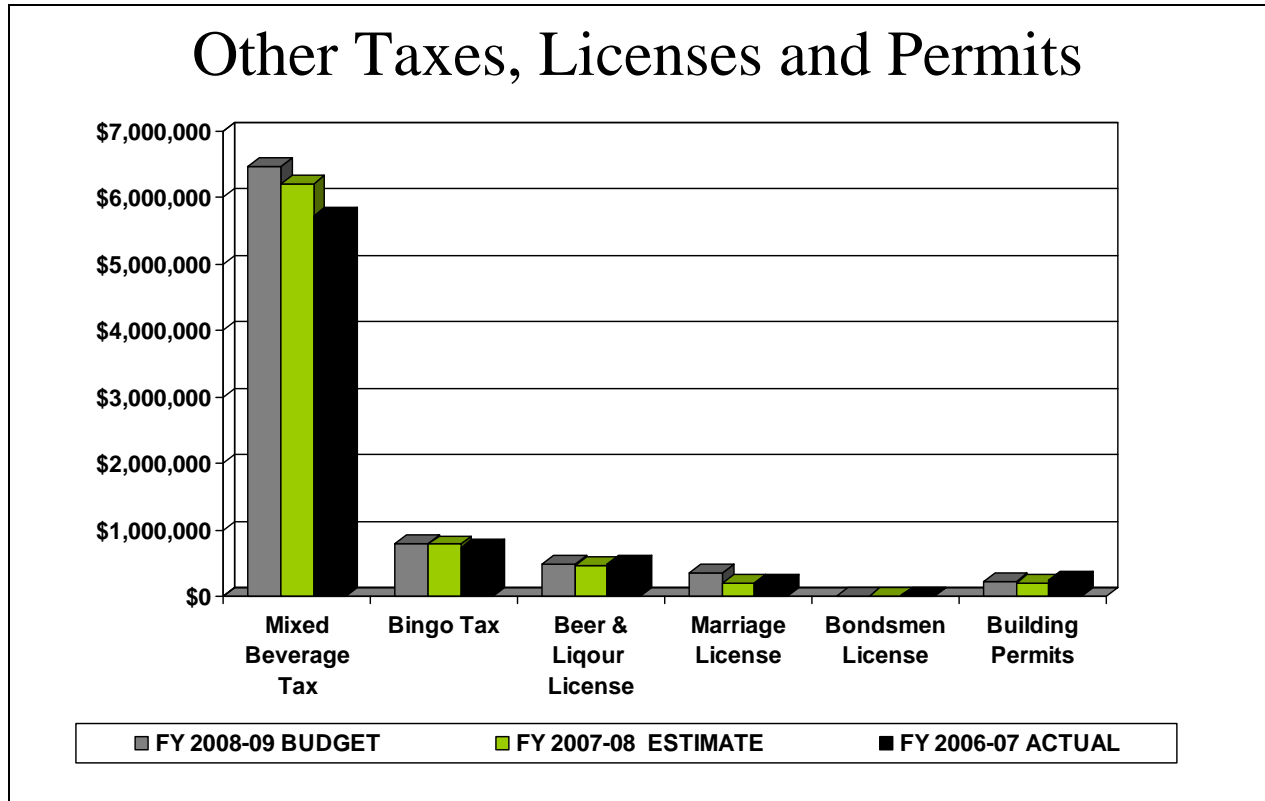
### OTHER REVENUE – GENERAL FUND

Other sources of revenue to the County include other taxes, licenses and permits, intergovernmental, court costs and fines, fees on motor vehicles, other fees, detention services, commissions from other agencies for ad valorem tax collection, interest on investments, refunds from other governmental agencies for services provided by the County, interfund transfers, and other miscellaneous sources. With the exception of court costs and fines and interfund transfers, most of these revenues are projected to remain relatively flat or increase slightly over the previous year’s estimates. The following narratives briefly describe the major revenue sources in each of these categories and discuss the projected changes in the amount of revenue.

**Other Taxes, Licenses and Permits** include revenue from the mixed beverage tax, bingo taxes, beer and liquor licenses, marriage licenses, bondsmen licenses, building permits and other taxes and license fees.



The largest revenue source in this category is the mixed beverage tax, which is projected to generate \$6.5 million in FY 2008-09. Overall, revenues in this category are projected to total \$12,783,201, which is \$1,256,276 or 10.9 percent more than FY 2007-08 estimates. The increase is in two specific revenue sources, Vehicle Sales Tax and the Vehicle Inventory Tax Overage, due to changes in state statutes that moves these revenue sources into the general fund from other operating funds.



## INTERGOVERNMENTAL REVENUE

**Intergovernmental Revenue** includes payments from various federal, state and local agencies for services provided by Bexar County. Overall, the projected revenue in this category of \$6,007,768 increases by \$308,057 or 5.4 percent when compared to the FY 2007-08 estimates.

In FY 2004-05, the 79<sup>th</sup> Texas Legislature approved Senate Bill (SB) 1704, which relates to the level of daily payment for each grand juror or petit juror in a civil or criminal case in a district court, criminal district court, county court, county court at law or justice court. The level of payment has changed from \$6 per day to \$6 for the first day and \$40 for each day there after. Payment of the higher rate was effective January 1, 2006. FY 2006-07 was the first full year of implementation resulting in higher anticipated cost recovery. In addition, a fee in the amount of \$4 was authorized to be included as additional court costs for persons convicted of any offense, other than an offense relating to a pedestrian or the parking of a motor vehicle. The fee may be assessed on any defendant convicted of a criminal offense committed on or after September 1, 2005. Fees collected under this bill are remitted to the State Comptroller and are to be deposited in the jury service fund. Quarterly, beginning January 1, 2006, Commissioners Court may submit a claim to the Comptroller for reimbursement. If sufficient funds are not available in the jury service fund to satisfy all claims statewide, the Comptroller shall apportion the available money among the counties by reducing the amount payable to each county on an equal percentage basis. Subsequently, the FY 2008-09 Intergovernmental Revenue for the SB1704 Jury

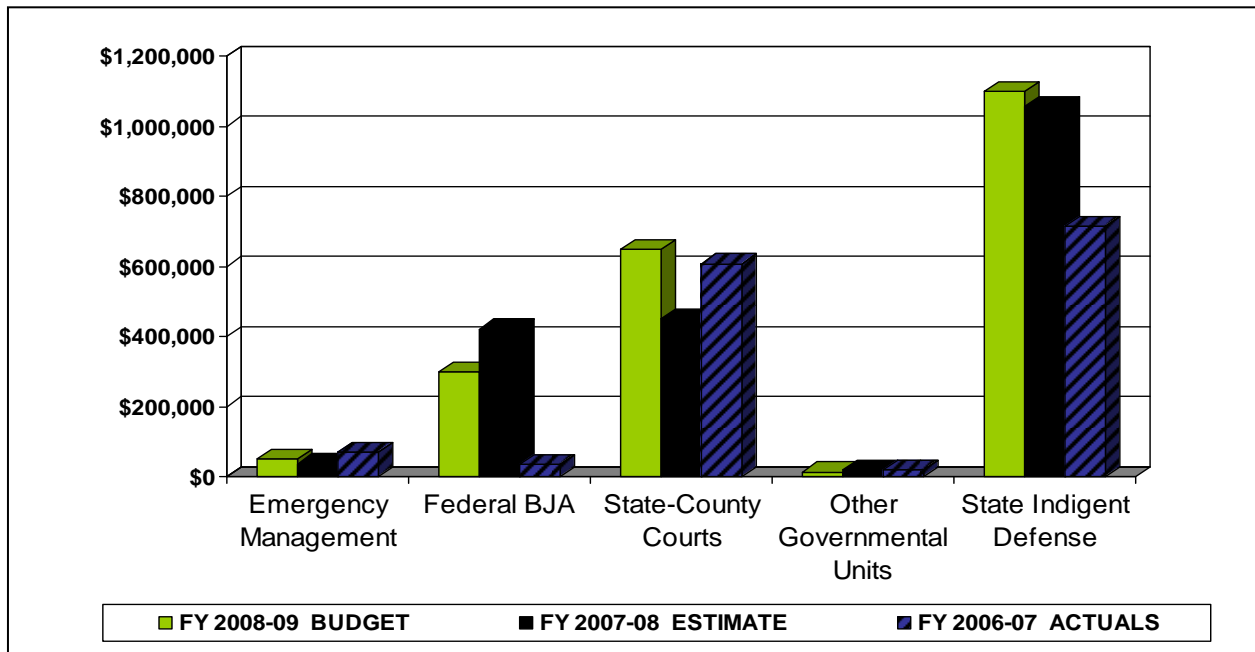
Supplement revenue source is anticipated to generate \$525,000 which is \$45,000 or 7.9 percent less than the FY 2007-08 estimate.

Bexar County will receive federal funding associated with the Southwest Border Prosecution Initiatives to support the state and county prosecution and detention of federally-referred criminal cases along the southwest border. It is estimated that the County will receive \$75,000 in FY 2008-09. The Federal Bureau of Justice Assistance line item is a reimbursement for the confinement of criminal aliens that are housed in the Bexar County Detention Facility. The projected revenue from reimbursement in FY 2008-09 is \$300,000. The amount of this funding is contingent on the number of illegal aliens housed in the jail, the amount of federal funding available and the number of governmental entities applying for funding.

In FY 1996-97, the County entered into an Interlocal agreement with the Fourth Court of Appeals to allow the County to receive some reimbursement for expenses incurred relative to the Court's operation. The Fourth Court of Appeals serves a 32 county region and is housed in the Bexar County Justice Center. In addition, Bexar County pays a supplement to the judges' salaries. In the previous Texas legislative session, the Fourth Court of Appeals was granted the ability to generate revenue through a fee. A portion of this revenue will be paid to Bexar County to offset the costs incurred. This revenue source to Bexar County will total \$60,000 in FY 2008-09, the same amount as in FY 2007-08.

In FY 2001-02, Bexar County, began receiving revenue from the State's Task Force on indigent defense. The amount is budgeted at \$1,098,068 in FY 2008-09, which represents an increase of \$41,472 when compared to the FY 2007-08 estimate. In the 77<sup>th</sup> Legislative Session, Texas Legislature passed Senate Bill 7 (SB 7), which addresses the appointment of legal counsel for the indigent. This revenue is for partial reimbursement for these expenses. Other Intergovernmental Revenue items include reimbursement from the state for Title IV-D (\$450,000) programs and Title IV-E (\$2,500) programs. This represents a decrease of \$71,033 (Title IV-D) and an increase of \$1,678 (Title IV-E) when compared to FY 2007-08 estimate.

## Intergovernmental Revenue

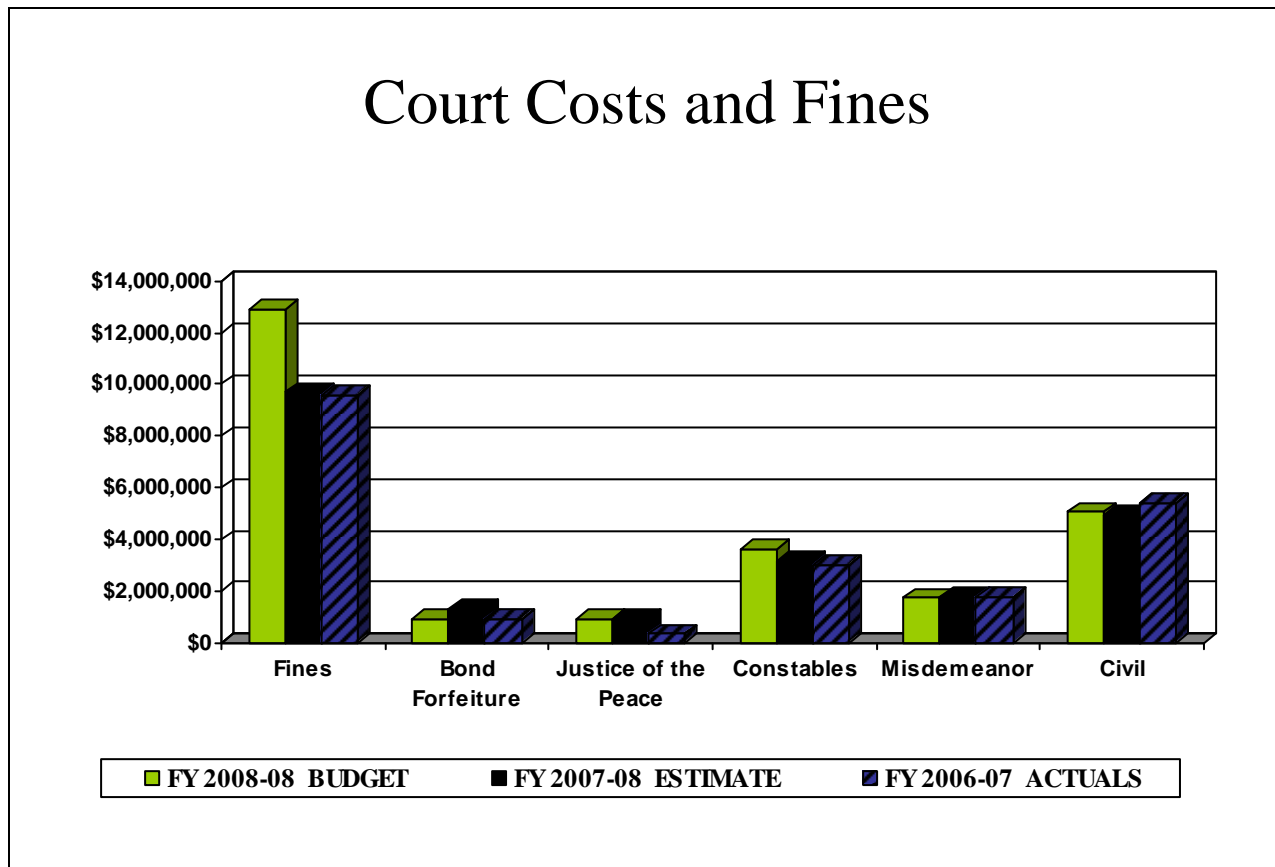


## COURT COSTS AND FINES

**Court Costs and Fines** are the second largest source of revenue to the County and include revenue generated through all courts in Bexar County - District, County, Probate and Justice of the Peace. Overall, this revenue group will increase by \$1,583,944, or 6.2 percent when compared to the FY 2007-08 estimate.

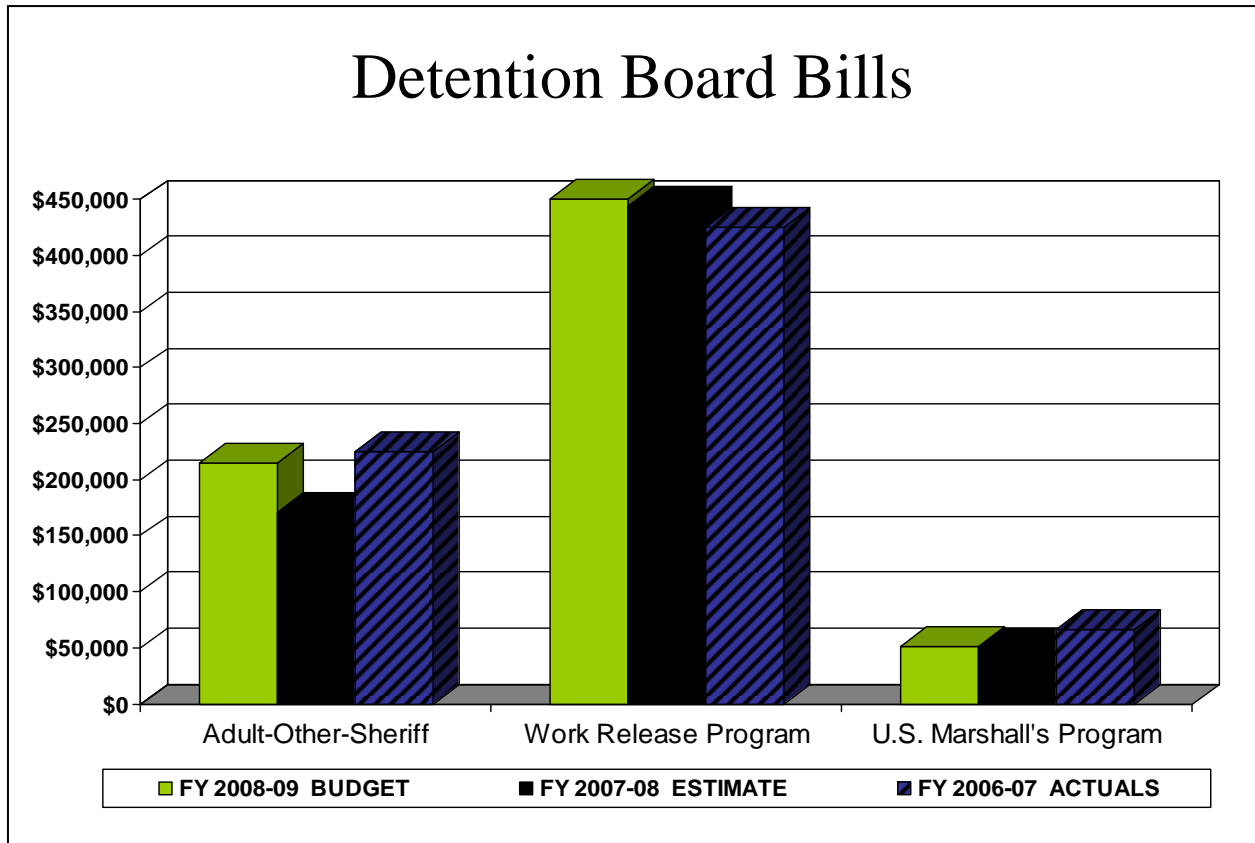
Revenue in the amount of \$3,647,000 was certified for the Constable's. That is \$443,536 more than the FY 2007-08 estimate. This represents an increase in civil papers and writs served by the Constable's Offices.

The largest increase anticipated in FY 2008-09 in intergovernmental revenue sources are in fines, which are projected to generate \$10,950,000. This is \$1,463,697 or 15.4 percent higher than the FY 2007-08 estimate. The next highest increase is the Civil revenue source which is projected to generate \$5,062,000. That is \$86,339 or 1.7 percent more than the FY 2007-08 estimate. The Misdemeanor revenue source is anticipated to generate \$1,758,100 which is \$45,338 or 2.5 percent less than the FY 2007-08 estimate. The anticipated increase in fines is a result of additional personnel associated with Law Enforcement Agencies. Overall, a total of \$27,142,100 is anticipated in revenues for Court Costs and fines, or \$1,583,946 more than the FY 2007-08 estimate.



## DETENTION BOARD BILLS

**Detention Board Bills** includes revenue generated through detention related activities such as work release (\$450,000) and detention contracts with various entities (\$215,000), and U.S. Marshall contract (\$51,000). This group increases by \$58,970, which represents a 8.2 percent increase compared to FY 2007-08 estimates. Revenue from all sources in the Detention Board Bills category totals \$771,800 for FY 2008-09.



## FEES ON MOTOR VEHICLES

**Fees on Motor Vehicles** revenue category has two main sources of revenue: fees collected on vehicles licenses issued (\$2,700,800) and certificates of title issued (\$2,000,000). Bexar County receives revenues from motor vehicle sales taxes and new vehicle registrations. The County also receives some revenue from title transfers and other motor vehicle related fees. Revenue from this category decreased by \$32,591 or .6 percent in comparison to the FY 2007-08 estimates and totals \$5,336,300 for FY 2008-09. As the economy continues to struggle and credit tightens we anticipate that Vehicle Sales will not hold at the same high rate they have in the past five years. Rather, the growth in vehicle sales will continue, but will be more conservative than in past years.

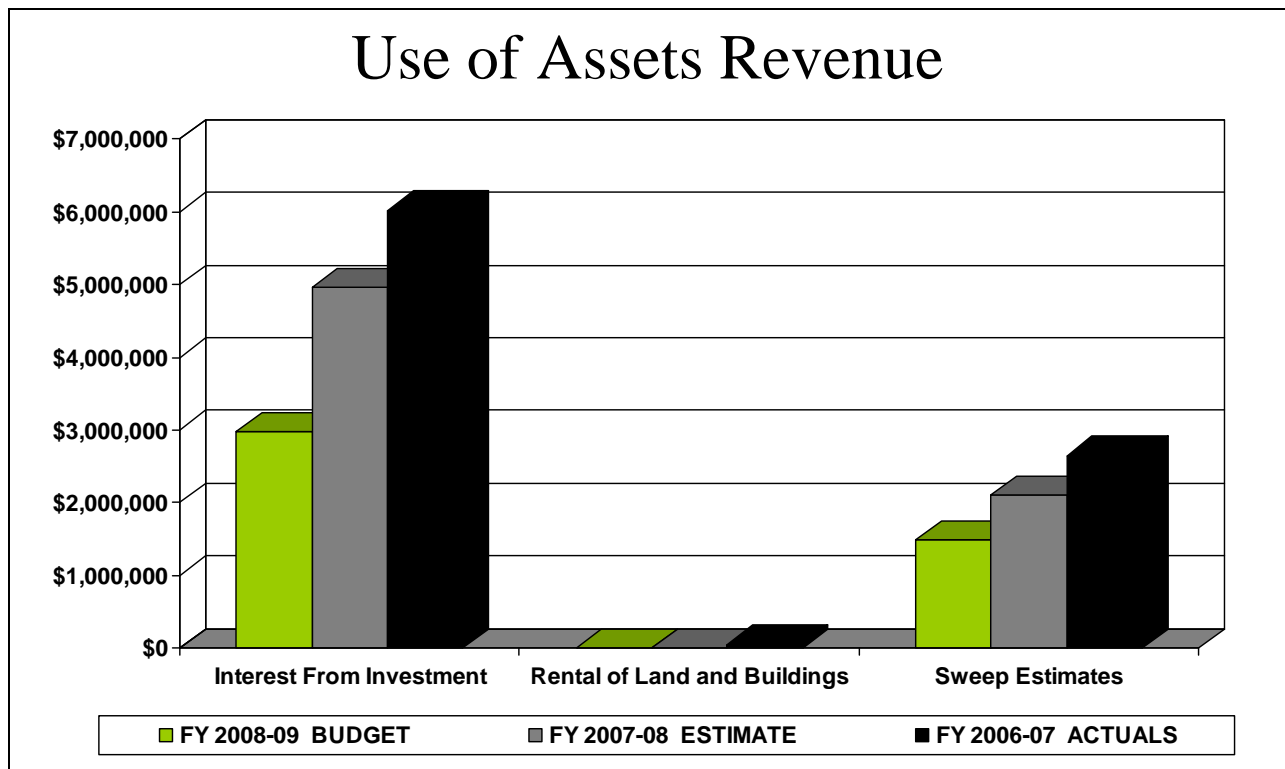
## COMMISSION ON AD VALOREM TAXES

**Commission on Ad Valorem Taxes** includes payments from the hospital district, schools, municipalities and special districts for the collection of ad valorem taxes. The revenue from this source totals \$2,599,403 for FY 2008-09, a decrease of \$124,372 or a 4.5 percent decrease compared to the FY 2007-08 estimate. This decrease in the cost per account is due to the increase in interest rates attributed to the rise in interest revenue, an increase in the number of jurisdictions, and an increase in the number of accounts.

## REVENUE FROM THE USE OF ASSETS

**Revenue from the Use of Assets** incorporates interest from investments (\$2,979,000), sweep estimates (\$1,486,000), INS Prisoner Reimbursement (\$2,700,000) and FED reimbursement (\$9,163,000). Other sources of revenue include Election Equipment Rental (\$600,000) and Election Supplies Rental (\$22,000) as other entities will be charged to utilize voting machines purchased by the County. The amount of this revenue will vary annually depending on the number of elections to be held during FY 2008-09.

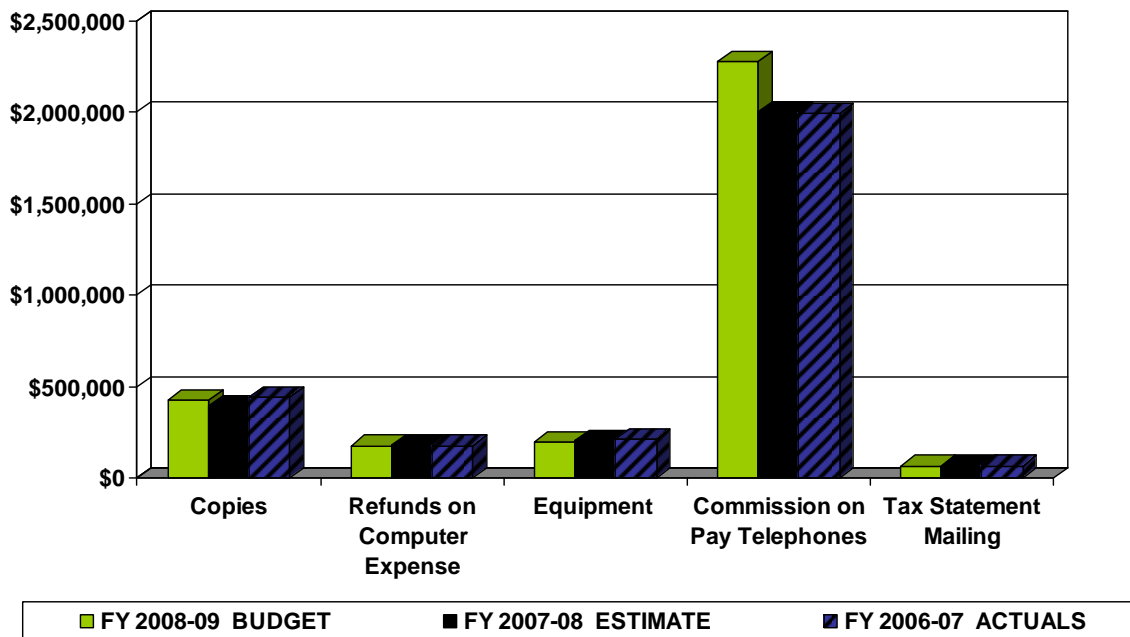
Overall, the revenue in this category totals \$16,991,550 for FY 2008-09, a decrease of \$1,443,614 compared to FY 2007-08 estimates. This is a result of a significant decrease of \$1,975,824 in the revenue anticipated for interest from investments as well as a decrease of \$612,596 in sweep estimates. The decrease in revenues in this category is based on our current economic situation. Interest rates have fallen and financial institutions are guarded by implementing stringent credit standards. This results in a decreased availability in the number of mortgage loans, less and less are able to borrow money for large purchases. Less revenue is anticipated due to slowing construction with a high demand of services has yielded less revenues.



## SALES, REFUNDS AND MISCELLANEOUS

**Sales, Refunds and Miscellaneous** includes four major sources of revenue as well as various miscellaneous smaller sources such as copies made and vending machine commissions. The major sources involve refunds on computer expenses - mainly from the City of San Antonio (\$180,000), payments for additional tax mailings through consolidation of City of San Antonio and County tax collection services (\$70,000), payments for copies (\$325,000), Small Women Minority Business Enterprise revenue (\$65,000) and commissions from pay telephones (\$2,277,500). The pay telephone commissions result mainly from telephone services provided to inmates in County detention facilities.

### Sales, Refunds, and Miscellaneous



Overall, this revenue category will generate \$3,933,800 for FY 2008-09, an increase of \$16,268 or .4 percent from the FY 2007-08 estimates. The increase in revenues is attributable to an increase in Commissions on Vending Machines (\$11,320), Commission on Pay Telephones (\$277,035), Commissary of Meal Revenue (\$6,861) and Small Women Minority Business Owners Revenue (\$20,200).

## OTHER FUNDS REVENUE

### Records Management - County Clerk Fund

The County has in place a County Clerk Records Management and Preservation Fee. Revenues from the \$5 fee assessed on recorded documents are placed in a separate fund, as mandated by SB 1058. These revenues must be used for records management functions performed by or for the County Clerk's Office. This fee will generate approximately \$1,500,000 in FY 2008-09, \$5,219 more than the FY 2007-08 estimate.

During the 78<sup>th</sup> Legislative Session, SB 1731 authorized a \$5 records archive fee. The County Clerk's Office began assessing this fee in August 2003 to users that file real record property documents. The amount of additional revenue that this fee will generate for FY 2008-09 is approximately \$1,300,000 which is \$13,149 less than the FY 2007-08 estimate. Also included in this fund is anticipated interest from investments of \$186,700 and \$3,000 is anticipated for court costs and fines. Overall in FY 2008-09, the Records Management County Clerk fund will generate \$2,990,200. That is \$155,502 or 5 percent less than the FY 2007-08 estimate.

### **Records Management - County Wide Fund**

In FY 1998-99, the 76<sup>th</sup> Texas Legislature, through HB 2968, raised the County Wide Records Management Fee. Previously, defendants convicted of a criminal offense in a County or District Court paid a \$10 Records Management fee; the fee is now \$20. Other fees also support the fund. All persons must pay a \$1 fee for the issuance of certain certificates. In addition, a \$5 fee is collected on civil case filings in both the County Courts and District Courts, along with all Probate case filings. This revenue must be used for records management preservation or automation purposes throughout the County. This statute also requires counties to place the proceeds of this fee in a separate fund. These fees are projected to generate \$470,100 in FY 2008-09.

In addition, the FY 2008-09 County Wide Records Management Fund anticipates \$14,500 in revenues from interest from investments.

Overall, the FY 2008-09 County Wide Records Management fund is anticipated to generate revenues in the amount of \$484,700, which is 5 percent less than the FY 2007-08 estimate

### **Courthouse Security Fund**

In 1993, the Texas Legislature, through SB 243, created a fee to fund security services in buildings housing District and/or County Courts. A defendant convicted of a felony must pay a \$5 security fee as a cost of court; a defendant convicted of a misdemeanor must pay \$3. In the 1997 Texas legislative session, the legislation regarding this fee was changed, adding Justice of the Peace misdemeanor convictions. The fees collected for the Courthouse Security Fund are projected to generate revenue in the amount of \$383,900 in FY 2008-09, \$18,338 less than FY 2007-08 estimates. The statute requires counties to place the proceeds of these fees in a separate fund. The Courthouse Security Fund was established for this purpose.

The fees do not generate sufficient funds to cover the full cost of security. Since FY 2001-02, the Sheriff's Office provides security services to all facilities that house courtrooms. A separate request for proposal was issued to provide security services at facilities that do not house courtrooms. A private contractor was selected to provide those services at an annual cost of \$562,212 which is budgeted in the General Fund. The total cost of security at the Bexar County Courthouse and the Justice Center exceeds the amount of revenue projected. Therefore a transfer of \$638,535 from the General Fund to the Courthouse Security Fund is budgeted to cover the additional costs. The overall revenue budgeted for the Courthouse Security Fund is \$1,358,235.

### **Justice Of The Peace Technology Fund**

The FY 2008-09 Justice of the Peace Technology Fund source of revenue is fines and court costs. On September 3, 2003, Commissioners Court reauthorized the collection of \$4 from defendants convicted of

misdeemeanor cases in the Justice of the Peace Courts. The funds collected from these fees may only be used to purchase specific technological enhancements for justice courts. Commissioners Court must approve a budget for the fund. It is estimated that \$269,000 in revenues will be realized in FY 2008-09, or 8 percent more than the FY 2007-08 estimate.

### **Fire Code Fund**

Revenues in the Fire Code Fund are generated from fees charged by the County to review plans for new commercial construction and inspect these buildings for compliance with Bexar County's fire and building codes. State law mandates that counties establish a separate fund for these revenues. In FY 2008-09, these fees are projected to generate \$700,800 or \$262,751 less than the FY 2007-08 estimates.

### **District Clerk Records Management Fund**

House Bill 1905 of the 78<sup>th</sup> Texas Legislature authorizes the District Clerk to collect a fee from case filings, starting January 1, 2004, for records management and preservation. The \$5.00 fee is to be deposited in the District Clerk Records Management Fund for records management and preservation services performed by the District Clerk. The fee may only be used to provide funds for specific records management and preservation activities, including automation purposes, on approval by the Commissioners Court of a budget for the fund. It is projected that the FY 2008-09 District Clerk Records Management Fund is anticipated to generate revenues in the amount of \$112,900.

### **Law Library Fund**

The Law Library Fund has two main sources of revenue that total \$736,200 for FY 2008-09. Court costs and fines dedicated to the Law Library will generate \$625,200. In FY 1999-00, Commissioners Court took action to raise the fee for court costs and fines from \$13 to \$15, and the creation of eight new courts for Bexar County by the 76<sup>th</sup> Texas State Legislative Session also increased revenues within this fund. The fund is also supported by payments for copies made at the library, which will result in \$101,000 in anticipated revenue and \$10,200 revenues is projected from interest from investments.

### **Dispute Resolution Fund**

The Dispute Resolution Fund's primary source of revenue is filing fees, which are projected to total \$515,700 for FY 2008-09. The fund receives the proceeds from a \$10 filing fee on every civil court case filed. In addition, the fund will receive a transfer from the General Fund of \$92,824 because the revenue from the fees is not sufficient to cover the full cost of this function. The fund's total budgeted revenue of \$608,724 represents an increase of \$64,055 or 12 percent in comparison to the FY 2007-08 estimates.

### **Justice of the Peace Security Fund**

The Justice of the Peace Security Fund was created as a result of legislation passed by the 79<sup>th</sup> Texas Legislature. Effective September 1, 2005, a fee of \$4 is assessed to defendants convicted of misdemeanor cases in Justice of the Peace Courts. Of the money collected, \$3 is deposited in the Courthouse Security Fund, and \$1 is deposited in the Justice of the Peace Security Fund. The FY 2008-09 Justice of the Peace Security Fund is projected to generate revenues in the amount of \$60,500.

### **Domestic Relations Office Fund**

Fees for County attorney services on juvenile and child support cases, court, and enforcement fees represent the major source of revenue to Domestic Relations Office (DRO) Fund - and collectively will



generate \$452,300 for FY 2008-09, a decrease of \$5,974 compared to FY 2007-08 estimates as a result of a decrease in the number of cases handled by this office.

### **Parking Facilities Fund**

The Parking Facilities Fund has only two sources of revenue - payments from customers for use of the Justice Center Parking Garage and interest from investments. Customer payments are projected to generate \$659,100 in revenue in FY 2008-09. Overall, there is a decrease of \$59,214 in revenue from the FY 2007-08 estimates.

### **Juvenile Case Manager Fund**

The Juvenile Case Manager Fund was created as a result of legislation passed by the 79<sup>th</sup> Texas Legislature in the 2005 session allowing the assessment of a fee of up to \$5 to defendants convicted of fine-only misdemeanor cases in Justice of the Peace Courts and County Courts at Law. Bexar County Commissioners Court approved the collection of the \$5 fee in 2006. This fee may only be used to provide funds for salary and benefits of a juvenile case manager employed to provide services in cases involving juvenile offenders. The FY 2008-09 Juvenile Case Manager Fund is projected to generate revenues in the amount of \$255,100. Overall, this is a decrease of \$12,948 from the FY 2007-08 estimates.

### **Farm to Market and Lateral Road Fund**

The County receives revenue from motor vehicle sales taxes and new vehicle registrations. This revenue goes to the Farm to Market and Lateral Road Fund. This fund supports Public Works' road crews and other personnel working on road projects. The FY 2008-09 budget includes revenues from vehicle sales tax, the main source of revenue to this fund.

Effective September 1, 2005 the Tax Code was amended to stipulate that the tax assessor- collector shall calculate each year an amount equal to five percent of the tax and penalties that the comptroller collected under Section 152.047 in the preceding calendar year which are determined to be attributable to sales in the county. The county shall retain ten percent of the amounts calculated and credit the amounts retained to the county's general fund. Therefore, FY 2008-09 Adopted Budget anticipates revenues from this source in the amount of \$11,194,100 which is an increase of \$1,277,183 in comparison to the FY 2007-08 estimates within this fund. This is the third year of implementation of this process.

The Farm to Market and Lateral Road Fund revenues also include an Interfund Transfer from the General Fund of \$4,240,000 for FY 2008-09.

### **Fleet Maintenance Fund**

The Fleet Maintenance Fund is an internal service fund for Bexar County. Its revenue of \$568,900 for FY 2008-09 comes entirely through payments from other County offices and departments that use the services. The fees charged by Fleet Maintenance to other offices and departments are set to recover the costs associated with these services.

### **Technology Improvement Fund**

The purpose of the Technology Improvement Fund is to implement a County-wide charge-back system for technology expenses. FY 1999-00 was the first year of implementation for this fund. The FY 2008-

09 revenues to the fund of \$1,135,102 are generated primarily by an Interfund Transfer from the General Fund that will be used to purchase technology related equipment for various offices and departments.

### **Grant Funds**

The FY 2008-09 Adopted Budget includes \$15,185,300 in projected revenue from various federal and state grant programs. This represents a decrease in grant funds of \$1,741,797 or 10 percent decrease compared to the FY 2007-08 estimate.

The Grants-in-Aid Fund revenues also include an Interfund Transfer from the General Fund of \$600,500 for FY 2008-09. This transfer appropriates the County's cash match requirements for various grants.

### **HOME Program Funds**

The County will have \$250,000 available in FY 2008-09 from HOME Program Funds which come to the County through U.S. Department of Housing and Urban Development grant funds. This is the County's twelfth year of participating in the HOME Program.

### **Community Development Block Grant Funds**

The County will receive \$2,200,000 in Community Development Block Grant (CDBG) funds for FY 2008-09. This will be the twenty third year that Bexar County receives funds from the U.S. Department of Housing and Urban Development.

### **Capital Lease Projects Fund**

Prior to FY 2007-08, the Capital Lease Fund's main source of revenue was supported by proceeds anticipated from the Capital Lease which previously financed projects through the use of Master Lease Agreements that provide short-term funds for capital and technology needs within the County. This funding mechanism allowed the County to match the term of the liability to the life of the asset being financed while taking advantage of competitive rates. The terms of the Master Lease Agreements required annual budgeted appropriations of the liability. If the funds were not appropriated, the asset was returned to the bank.

The FY 2008-09 Adopted Budget funds equipment formerly provided through the Capital Lease Program to short-term Certificates of Obligation funded through the County Buildings Capital Improvement Fund. This change will continue to ensure the County's flexibility in using different sources of debt instruments by taking advantage of current interest rates to invest in capital, equipment and technology needs based on the County's upgraded bond ratings.

### **Special Road and Bridge Fund**

The Special Road and Bridge Fund's main revenue source is a \$10 fee collected as part of motor vehicle registrations. This fee will provide \$11,927,000 in FY 2008-09, which is \$578,818 less than the FY 2007-08 revenue estimate. This fee funds road maintenance and repair and new road construction projects. In addition, \$467,400 is anticipated from revenue from use of assets and \$156,400 is anticipated from sales, refunds and miscellaneous revenues. The total FY 2008-09 Adopted Budgeted revenue for this fund is \$12,550,800 or \$915,363 less than the FY 2007-08 estimate.

### **Special Road and Bridge Multi-Year Project Fund**

The FY 2008-09 is the fifth year the Special Road and Bridge Multi-Year Projects Fund appropriates funding for existing and new road projects that will be carried over multiple years until completion. The total revenues anticipated for this fund in FY 2008-09 is \$8,500,000. This fund anticipates revenues in the amount of \$4,000,000 in certificates of obligation and \$4,500,000 from proceeds from interfund transfers from the Special Road and Bridge Fund.

### **November 2003 Bond Referendum Fund**

A new fund created in FY 2004-05 was the November 2003 Bond Referendum Fund. The projects included in this fund are capital projects for Juvenile and Adult Detention facilities, parks and recreational facilities as well as roads. The total debt authorized for these projects is approximately \$99 million. In FY 2008-09, revenues in the amount of \$22,722,977 are anticipated in proceeds from debt issuance to pay the costs associated with several of the projects.

### **Flood Control Projects Fund**

Revenues in the Flood Control Fund are generated from ad valorem taxes and interests from investments and are utilized to pay for operational costs associated with flood control. In FY 2006-07 operational expenses were budgeted separately from capital projects. The Flood Control Projects fund will support operational expenses and the Flood Control Multi-Year Projects Fund will support capital project expenses. During FY 2007-08, Bexar County will support a Flood Control Bond Program for Bexar County's Regional Watersheds to be fully supported by Flood Control Certificates of Obligation over a ten year period.

The FY 2008-09 Flood Control Fund is projected to generate revenues in the amount of \$16,087,274 from ad valorem taxes, \$10,000 from intergovernmental revenue associated with the San Antonio River Authority and \$206,700 from interest from investments. Overall, the FY 2008-09 Flood Control Fund revenue projections total \$16,303,974.

### **Flood Control Multi-Year Projects Fund**

In FY 2001-02, Commissioners Court adopted the use of flood control revenues to fund the costs associated with road projects to alleviate flooding along those thoroughfares. These projects are funded through a debt issuance and the debt service is paid from the Flood Control tax revenue. These debt projects are separated from the portion of the fund that is cash funded. This debt projects' portion of the fund consists of multi-year capital improvements projects.

Participation in the Flood Control Bond Program is a result of recommendations from the Countywide Citizens Watershed Master Plan Committee; observations during recent flood events from emergency responders and others in the field; projects planned by suburban cities; and projects identified in partnership with federal and state agencies to address Bexar County's major drainage and flood control improvements.

Bexar County with the support of the City of San Antonio, the San Antonio River Authority (SARA), and the engineering firm of Howard, Needles, Tammen & Bergendoff (HNTB) have identified over \$1 billion dollars of projects of which approximately \$550 million dollars were prioritized to be completed over a ten year period.

The FY 2008-09 Flood Control Multi-Year Projects Fund projected revenue from proceeds from general long term debt is \$67,384,000. These funds will be used to pay for existing and new multi year capital improvement projects.

### **Debt Service Funds**

The Debt Service Fund has one main source of revenue - ad valorem taxes (\$50,262,303). The fund's only other revenues come from interest earned on investments (\$5,000,000) and interfund transfers (\$150,000). These funds pay for debt service associated with debt issued for County Building Capital Improvement Projects, detention facility projects, the construction of road and bridge projects, flood control, pass thru financing initiatives and the parking garage. This fund is projected to generate revenues in the amount of \$55,412,303.

### **Self Insured Health and Life Fund**

Bexar County is an employer that is self insured and participates in an alternate financing system. Bexar County budgets a Self Insured Health and Life Insurance Fund where employee and County contributions are deposited. A portion of this fund covers the costs associated with a third party administering a benefits program and providing specific and aggregate stop-loss insurance. In FY 2008-09 the Self Insured Health and Life fund is projected to generate revenues in the amount of \$27,117,443 which is a 5 percent increase when compared to the FY 2007-08 estimate.

### **Self Insured Workers Compensation Fund**

The Bexar County Workers Compensation Fund, like the Self Insured Health and Life Fund is a self insured program that ensures that employees that are injured or disabled on the job are provided with adequate monetary compensation, thereby eliminating the need for litigation. The FY 2008-09 Self Insured Workers Compensation Fund is projected to generate revenues in the amount of \$3,160,298. This represents a decrease in revenues of \$36,878 over the FY 2007-08 estimate.

### **Other Post-Employment Benefits (OBEP) Fund**

In 2004, the Government Accounting Standards Board issued Statement 45, "Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions." More commonly known as GASB 45, the purpose of this accounting standard is to:

- Recognize the cost of benefits in periods when the related services are received by the employer
- Provide information about the actuarial accrued liabilities for promised benefits associated with past services and whether and to what extent those benefits have been funded
- Provide information useful in assessing potential demands on the employer's future cash flows.

Bexar County has established the Other Post-Employment Benefits Fund (OPEB) to address the requirements of GASB 45. It is used for the collection and disbursement of funds related to post-employment benefits of County retirees excluding pensions. The fund includes current year revenues and expenses for retiree medical and life insurance benefits, as well as partial pre-funding of future anticipated expenses to offset the actuarial accrued liabilities reported in compliance with GASB 45.

The FY 2008-09 OBEP Fund is projected to generate revenues in the amount of \$9,156,297.

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
<b>001 GENERAL FUND</b>			
<b>110 Ad Valorem Taxes</b>			
1110 Current Year - Gross	\$ 209,030,567	\$ 224,190,585	\$ 236,065,000
1120 Delinquent - Gross	3,142,512	3,550,000	3,350,000
1130 Penalty and Interest	2,137,044	2,188,830	2,198,400
1135 Rendition Penalty	98,251	4,221	25,000
1140 Discounts Allowed	(1,431)	-	-
1180 Refunds	-	-	(1,000)
1190 TIF due to Orgs	(1,015,000)	(1,500,000)	(2,000,000)
<b>Total Ad Valorem Taxes</b>	<b>\$ 213,391,943</b>	<b>\$ 228,433,636</b>	<b>\$ 239,637,400</b>
<b>120 Other Taxes, Licenses and Permits</b>			
1210 Mixed Beverage Tax	\$ 5,726,672	\$ 6,199,911	\$ 6,479,200
1220 Bingo Tax	724,819	783,952	794,800
1233 Vehicle Sales Tax	2,178,175	3,387,580	4,240,000
1234 Vehicle Inventory Tax Overage	137,247	273,742	200,000
1250 Beer and Liquor License	492,071	464,752	480,600
1260 Marriage License	198,294	198,673	352,000
1270 Bondsmen License	13,000	9,600	8,500
1290 Building Permits	241,752	208,713	228,100
<b>Total Other Taxes, Licenses and Permits</b>	<b>\$ 9,712,030</b>	<b>\$ 11,526,923</b>	<b>\$ 12,783,200</b>
<b>200 Intergovernmental Revenue</b>			
1185 Payment in Lieu of Taxes	1,676	22,392	1,000
2032 State - Chapter 19 Voter Registration	\$ -	\$ -	\$ -
2050 State Apportionment - Emergency Management	68,923	36,071	49,900
2053 FEMA Unmet Needs	-	-	-
2089 Title IV-D	477,457	521,033	450,000
2090 Title IV-E	50,310	822	2,500
2091 SSA Incentive Payments	147,000	110,800	140,500
2092 Title IV-E DA Prosecution	256,040	241,746	240,000
2104 Federal SW Border Prosecution Initiative	-	75,074	75,000
2105 Federal - SCAAP	35,000	421,350	300,000
2120 State - County Courts	608,127	450,528	650,000
2130 State-FAP	-	-	-
2140 State - TDHS - Food Stamp Prosecution	25,478	-	1,000
2160 City of San Antonio	-	22,422	1,000
2161 City of San Antonio Jury	8,581	7,279	10,000
2162 City of San Antonio UHS Reimbursement	-	-	203,000
2170 State - TDHS - National School Lunch Program	399,936	421,034	415,200
2175 State - Handicap Voters Assistance	1,632	-	-
2180 City of San Antonio - Crime Lab	1,213,997	1,245,796	1,421,000
2181 Medical Examiners Fees	74,155	94,556	81,000
2190 Fourth Court of Appeals	60,000	60,000	60,000
2199 TIF Administrative Fee	70,718	62,762	20,000
2200 Other Receipts From Governmental Units	18,581	19,751	13,600
2201 Change Of Venue from Other Governments	-	-	-
2202 Election Subsidy HB 556	187,049	-	-
2252 State - Indigent Defense	714,070	1,056,596	1,098,068
2253 Assistant DA Longevity Pay	254,030	244,090	250,000
2254 State Capital Appeal Reimbursement	-	-	-
2297 State DA Witness Reimbursement	69,808	37,481	1,000
2298 State SB 1704 Jury Supplement	504,322	570,520	525,000
2299 DA Supplement GC 46.004	33,630	-	-
<b>Total Intergovernmental Revenue</b>	<b>\$ 5,280,520</b>	<b>\$ 5,722,103</b>	<b>\$ 6,008,768</b>

Bexar County, Texas	FY 2006-07	FY 2007-08	FY 2008-09
Revenues and Transfers	Actuals	Estimate	Budget
<b>300 Court Costs and Fines</b>			
3010 Fines	\$ 10,112,141	\$ 9,486,303	\$ 10,350,000
3010 Fines Motorcycle Unit	-	-	400,000
3010 Constable 4 Enhancement Traffic	-	-	200,000
3020 Bond Forfeiture	959,602	1,329,723	963,600
3030 Justices of the Peace	365,689	911,756	920,000
3036 Child Restraint Law	6,057	3,002	1,000
3037 Juvenile Case Manager	297,914	-	-
3040 Constables	3,025,516	3,203,464	3,319,000
3040 Constables 3	-	-	185,000
3040 Constables 4	-	-	143,000
3050 Jury Request	57,522	61,165	64,600
3060 Trial	296	441	100
3070 Felony	182,195	154,560	177,400
3075 Judicial Court Cost LCG 133.105	43,677	43,685	40,000
3080 Misdemeanor	1,779,404	1,803,438	1,758,100
3090 Civil	5,407,940	4,975,661	5,062,000
3091 Estray Animal Proceeds	1,034	10,473	1,000
3092 FTA Program	12,928	25,643	15,200
3100 Tax	918,090	894,179	951,000
3110 Probate	484,866	488,981	484,800
3120 Mental Health	212,783	246,315	220,900
3130 Condemnation	5,184	3,987	3,800
3141 Transaction Fee	152,514	184,170	193,800
3150 Extradition	60,025	68,038	76,200
3151 County Clerk - Front Office	109,886	105,676	118,000
3170 Child Support	390	419	500
3173 Court Appointed Attorneys	1,109,194	1,112,144	1,103,500
3180 Probation Supervisory	115	-	100
3190 Dispute Resolution	20,215	75,491	48,000
3200 Driving Course Fee	121,098	100,947	113,300
3231 Constable's Commission Precinct #1	750	-	-
3232 Constable's Commission Precinct #2	2,766	2,223	1,000
3240 Breath Alcohol Testing	416	110	500
3260 Jury	59,100	65,191	59,800
3270 School Zone Violation	135,559	157,693	141,900
3271 School Zone Violation 102.041c	3,306	43,276	25,000
3290 Guardianship Fee	5,720	-	-
<b>Total Court Costs and Fines</b>	<b>\$ 25,653,892</b>	<b>\$ 25,558,154</b>	<b>\$ 27,142,100</b>
<b>410 Fees on Motor Vehicles</b>			
4110 Vehicle Licenses Issued	\$ 2,583,274	\$ 2,709,397	\$ 2,700,800
4120 Mail Registration Fee	223,288	246,217	225,000
4140 Certificates of Title Issued	1,919,415	2,011,187	2,000,000
4150 Duplicate License Receipts Issued	101,544	87,170	111,200
4160 Transfers of Title	243,260	250,178	240,100
4180 Child Safety Fee	59,259	60,633	58,200
4195 DA Sub Fee	2,535	4,109	1,000
<b>Total Fees on Motor Vehicles</b>	<b>\$ 5,132,575</b>	<b>\$ 5,368,891</b>	<b>\$ 5,336,300</b>
<b>500 Other Fees</b>			
5020 Recordings	\$ 7,133,543	\$ 5,674,677	\$ 5,250,000
5022 Drug Testing Fee	157,982	177,520	160,000
5023 Electronic Monitoring Fee	353,405	295,028	250,000
5024 GPS Monitoring Fee	39,749	166,576	194,000
5030 Certifications	486,815	514,522	491,200
5035 Tax Lien Transfers	15,610	16,824	2,000
5040 Acknowledgements	51,761	48,993	53,200
5050 Process Service for Other Agencies	207,978	217,453	218,800
5051 Alarm System Fee Initial Set Up	90,180	103,776	85,000
5052 Alarm System Fee Renewal	85,870	111,900	130,000
5053 Alarm System Fee False	2,025	3,330	1,500

Bexar County, Texas	FY 2006-07	FY 2007-08	FY 2008-09
Revenues and Transfers	Actuals	Estimate	Budget
5060 Beer	1,365	1,721	1,500
5065 Passport Fee	57,420	66,635	64,200
5080 Stenographer	562,307	509,812	520,000
5090 Medical Examiner	461,614	365,872	413,100
5091 Crime Lab Fees	377,624	292,066	332,200
5092 Med Exam S. Tx Blood Bank	211,263	201,684	201,684
5140 Probate Education Fee	29,926	-	-
5150 Cost Collections	774,047	756,782	799,600
5151 Trust Administration Fee	103,494	94,173	85,000
5155 Civil Legal Service	17,460	21,383	17,400
5160 Time Payment Fee	238,103	208,883	224,400
5170 Western Union Transfer Fees	24,210	30,089	22,000
5193 Plat Fees	154,931	41,030	35,000
5200 Park Reservations	172,998	151,614	178,000
5260 Collections Commissions	22,218	31,616	30,000
5300 Returned Checks	64,686	68,372	64,900
5301 Check Reissue Fee	2,113	1,205	1,000
5350 Record Search	5,714	5,429	5,400
5600 Master Fees	164,441	156,248	150,000
5700 Personal Bond	605,720	498,543	480,000
5710 Ignition Interlock Fee	107,569	114,965	109,400
5711 Expungement for Minor	-	30	-
5712 Family Protection Fee SB 6	120,590	122,593	120,000
5870 Fire Inspection	60,046	59,742	59,200
5910 Racetrack Fee	13,094	14,003	14,800
5980 Administrative	14,339	19,717	16,700
5990 Miscellaneous	24,461	31,814	16,800
5993 Application Fees	2,000	2,667	2,000
<b>Total Other Fees</b>	<b>\$ 13,018,671</b>	<b>\$ 11,199,287</b>	<b>\$ 10,799,984</b>
<b>600 Detention Board Bills</b>			
6010 Adult - Immigration	\$ 44,150	\$ 47,762	\$ 54,800
6020 Adult - U.S. Marshal - Sheriff	66,645	50,029	51,000
6040 Adult - City of San Antonio	-	-	1,000
6050 Adult - Other - Sheriff	224,585	170,520	215,000
6110 Work Release Program	425,645	444,519	450,000
<b>Total Detention Board Bills</b>	<b>\$ 761,025</b>	<b>\$ 712,830</b>	<b>\$ 771,800</b>
<b>710 Commissions on Ad Valorem Taxes</b>			
7120 Hospital District	\$ 682,941	\$ 590,828	\$ 596,795
7130 School and Special Districts	1,387,576	1,364,869	1,226,933
7135 SARA Escrow Funds	248,395	285,547	287,919
7140 Municipalities	566,972	482,531	487,756
<b>Total Commissions on Ad Valorem Taxes</b>	<b>\$ 2,885,884</b>	<b>\$ 2,723,775</b>	<b>\$ 2,599,403</b>
<b>750 Revenue From Use of Assets</b>			
7510 Interest From Investment	\$ 6,021,376	\$ 4,954,824	\$ 2,979,000
7515 Sweep Estimates	2,650,806	2,098,596	1,486,000
7520 Rentals of Land and Buildings	51,750	-	-
7521 INS Reimbursement from Prisoners HSG	2,488,263	2,433,767	2,700,000
7522 Fed Reimbursement from Prisoners HSG	7,792,150	8,660,443	9,163,000
7531 Rent Alderstate United Method	-	2,640	2,700
7532 Rent Notary Booth	-	4,200	4,200
7533 Rent Shoe Shine	-	562	632
7534 Rent ATM Machines	-	5,400	5,250
7535 Rent Cafeteria	-	27,768	27,768
7550 Election Equipment Rental	481,571	174,564	600,000
7551 Election Supplies Rental	30,768	71,897	22,000
7570 Parking	-	507	500
7591 Book Royalties	2,222	-	500
<b>Total Revenue From Use of Assets</b>	<b>\$ 19,518,906</b>	<b>\$ 18,435,168</b>	<b>\$ 16,991,550</b>

Bexar County, Texas	FY 2006-07	FY 2007-08	FY 2008-09
Revenues and Transfers	Actuals	Estimate	Budget
<b>800 Sales, Refunds and Miscellaneous</b>			
8210 Land and Buildings	\$ 16,614	\$ 11,100	\$ 1,000
8220 Waste, Scrap and Supplies	2,494	2,921	2,800
8240 Copies	418,643	483,720	325,000
8260 Vehicle and Road Equipment	215,885	207,565	200,000
8281 Commissary Meal Revenue	-	6,139	13,000
8290 Excess Proceeds Tax Sales	-	68,712	500
8420 Refunds on Prior Year Expense	369,003	314,348	237,200
8421 Refund Payroll Expense	12,437	13,472	1,000
8440 Refunds on Computer Expense	184,767	177,284	180,000
8441 Reimburse CSCD Computer Expense	83,333	-	-
8450 Insurance Claims and Refunds	85,793	27,223	20,000
8453 Insurance Settlements	-	-	-
8455 Restitution Receipts	-	319	-
8460 Refunds of Attorneys	-	100	-
8470 Refunds of Indirect Costs	163,629	145,250	144,400
8490 Other Refunds	41,406	4,686	8,700
8491 Vendor Rebates	53,842	57,427	50,000
8600 Overages	1,417	1,977	500
8610 Commission on Vending Machines	151,410	142,880	154,200
8611 Inmate Calling Card Revenue	66,685	-	-
8620 Commission on Pay Telephones	1,993,501	2,000,465	2,277,500
8630 Cancellation of Checks	89,039	-	60,000
8632 Unclaimed Evidence Room \$\$	3,297	-	-
8640 Donations	5,100	250	-
8641 Tax Statement Mailing	70,000	70,000	70,000
8642 Chamber of Commerce	-	-	-
8650 Miscellaneous	85,607	97,111	80,000
8652 SWMBO Revenue	85,101	44,800	65,000
8700 Service Fees	-	7,775	9,500
8701 Garnishment Fees	-	22,008	25,500
8702 Reimbursements from Employees	-	10,002	8,000
<b>Total Sales, Refunds and Miscellaneous</b>	<b>\$ 4,199,003</b>	<b>\$ 3,917,534</b>	<b>\$ 3,933,800</b>
<b>990 Interfund Transfers</b>			
9911 Transfers from Law Library	\$ 14,529	\$ 14,529	14,529
9916 Transfers from Fleet Maintenance	372,345	-	-
9920 Transfers from Parking Facilities	3,070	3,070	3,070
99yy Transfers from Technology Improvement Fund	26,546	26,546	26,546
<b>Total Interfund Transfers</b>	<b>\$ 416,490</b>	<b>\$ 44,145</b>	<b>\$ 44,145</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 299,970,939</b>	<b>\$ 313,642,446</b>	<b>\$ 326,048,450</b>
<b>003 RECORDS MANAGEMENT - COUNTY CLERK FUND</b>			
<b>300 Fines &amp; Court Costs</b>			
3140 Records Management	\$ 3,927	\$ 3,518	\$ 3,000
<b>500 Other Fees</b>			
5250 Records Management & Preservation	\$ 1,709,518	\$ 1,505,626	\$ 1,500,000
5251 Archival Fee	1,517,461	1,323,076	1,300,000
<b>750 Revenue from Use of Assets</b>			
Interest from Investments	\$ 365,147	\$ 311,906	\$ 186,700
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refund of Prior Year Expense	\$ 228,782	\$ 1,577	\$ 500
<b>990 Interfund Transfers</b>			
9950 Transfer from Capital Funds	\$ 472,129	\$ -	\$ -
<b>TOTAL RECORDS MANAGEMENT - COUNTY CLERK FUN</b>	<b>\$ 4,296,964</b>	<b>\$ 3,145,703</b>	<b>\$ 2,990,200</b>



Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
<b>004 RECORDS MANAGEMENT - COUNTY WIDE FUND</b>			
<b>300 Court Costs and Fines</b>			
3140 Records Management	\$ 486,665	\$ 485,156	\$ 470,100
<b>750 Revenue from Use of Assets</b>			
Interest from Investments	\$ 29,705	\$ 24,338	\$ 14,600
<b>TOTAL RECORDS MANAGEMENT - DISTRICT CLERK FUN</b>	<b>\$ 516,370</b>	<b>\$ 509,494</b>	<b>\$ 484,700</b>
<b>005 COURTHOUSE SECURITY FUND</b>			
<b>300 Court Costs and Fines</b>			
3250 Courthouse Security	\$ 208,112	\$ 209,920	\$ 208,100
3251 JP Security	211,089	192,318	175,800
<b>500 Other Fees</b>			
5070 Courthouse Security (Front)	\$ 379,028	\$ 338,951	\$ 335,100
<b>750 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ 9,912	\$ 2,387	\$ 700
<b>990 Interfund Transfers</b>			
9910 Transfer from General Fund	\$ 367,289	\$ 351,196	\$ 638,535
<b>TOTAL COURTHOUSE SECURITY FUND</b>	<b>\$ 1,175,429</b>	<b>\$ 1,094,772</b>	<b>\$ 1,358,235</b>
<b>006 JUSTICE OF THE PEACE TECHNOLOGY FUND</b>			
<b>300 Court Costs and Fines</b>			
3035 Justice Court Technology Fee	\$ 269,749	\$ 233,183	\$ 251,000
<b>750 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ 34,358	\$ 29,964	\$ 18,000
<b>TOTAL JP TECHNOLOGY FUND</b>	<b>\$ 304,107</b>	<b>\$ 263,147</b>	<b>\$ 269,000</b>
<b>007 FIRE CODE FUND</b>			
<b>500 Other Fees</b>			
5900 Fire Code Fee	\$ 1,014,700	\$ 920,460	\$ 675,000
<b>750 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ 46,050	\$ 43,091	\$ 25,800
<b>TOTAL FIRE CODE FUND</b>	<b>\$ 1,060,750</b>	<b>\$ 963,551</b>	<b>\$ 700,800</b>
<b>009 DISTRICT CLERK RECORDS MANAGEMENT FUND</b>			
<b>300 Court Costs and Fines</b>			
3140 Records Management	\$ 7	\$ 15	\$ -
<b>500 Other Fees</b>			
5250 Records Management and Preservation	\$ 111,009	\$ 118,305	\$ 110,300
<b>750 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ 4,553	\$ 5,431	\$ 2,600
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refunds of Prior Year Expense	\$ -	\$ -	\$ -
<b>TOTAL RECORDS MANAGEMENT - COUNTY CLERK FUN</b>	<b>\$ 115,568</b>	<b>\$ 123,751</b>	<b>\$ 112,900</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>011 LAW LIBRARY FUND</b>
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<b>300 Court Costs and Fines</b>				
3160 Law Library	\$	561,522	\$ 761,413	\$ 625,000
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	20,700	\$ 17,262	\$ 10,200
<b>800 Sales, Refunds and Miscellaneous</b>				
8240 Copies	\$	118,413	\$ 106,919	\$ 101,000
8420 Refunds of Prior Year Expense		-	-	-
<b>TOTAL LAW LIBRARY FUND</b>	<b>\$</b>	<b>700,635</b>	<b>\$ 885,594</b>	<b>\$ 736,200</b>

<b>014 DISPUTE RESOLUTION FUND</b>
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<b>300 Court Costs and Fines</b>				
3190 Dispute Resolution	\$	530,063	\$ 504,374	\$ 515,700
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	2,202	\$ 407	\$ 200
<b>800 Sales, Refunds and Miscellaneous</b>				
8420 Refunds of Prior Year Expense	\$	-	\$ -	\$ -
<b>990 Interfund Transfers</b>				
9910 Transfers From General Fund	\$	44,203	\$ 39,888	\$ 92,824
<b>TOTAL DISPUTE RESOLUTION FUND</b>	<b>\$</b>	<b>576,468</b>	<b>\$ 544,669</b>	<b>\$ 608,724</b>

<b>015 JUSTICE OF THE PEACE - SECURITY FUND</b>
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<b>300 Court Costs and Fines</b>				
3251 Justice of the Peace Security	\$	59,984	\$ 41,540	\$ 58,600
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	3,122	\$ 3,414	\$ 1,900
<b>TOTAL JUSTICE OF THE PEACE - SECURITY FUND</b>	<b>\$</b>	<b>63,106</b>	<b>\$ 44,954</b>	<b>\$ 60,500</b>

<b>016 DOMESTIC RELATIONS OFFICE FUND</b>
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<b>300 Court Costs and Fines</b>				
3171 Domestic Relations Fee	\$	450,740	\$ 451,771	\$ 450,000
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	5,127	\$ 6,503	\$ 2,300
<b>800 Sales, Refunds and Miscellaneous</b>				
8420 Refunds of Prior Year Expense	\$	-	\$ -	\$ -
<b>TOTAL DOMESTIC RELATIONS OFFICE FUND</b>	<b>\$</b>	<b>455,867</b>	<b>\$ 458,274</b>	<b>\$ 452,300</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
<b>026 PARKING FACILITIES FUND</b>			
<b>750 Revenue from Use of Assets</b>			
7510 Interest From Investments	\$ 24,773	\$ 24,887	\$ 14,100
7570 Parking	643,812	693,429	645,000
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refunds of Prior Year Expense	\$ -	\$ -	\$ -
<b>TOTAL PARKING FACILITIES FUND</b>	<b>\$ 668,585</b>	<b>\$ 718,316</b>	<b>\$ 659,100</b>
<b>035 Justice of the Peace Case Management</b>			
<b>300 Court Costs and Fines</b>			
3037 Juvenile Case Manager HB 1575	\$ 297,913	\$ 268,048	\$ 255,000
<b>750 Revenue from Use of Assets</b>			
7510 Interest From Investments	\$ -	\$ -	\$ 100
<b>TOTAL JUSTICE OF THE PEACE CASE MANAGEMENT FU</b>	<b>\$ 297,913</b>	<b>\$ 268,048</b>	<b>\$ 255,100</b>
<b>050 OTHER POST EMPLOYMENT BENEFITS FUND</b>			
<b>800 Sales, Refunds and Miscellaneous</b>			
8552 Insurance Premium Retiree Health	\$ -	\$ 818,941	\$ 4,001,297
8555 Insurance Premium Retiree Life	-	75,260	75,000
<b>830 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ -	\$ -	\$ 80,000
<b>990 Interfund Transfers</b>			
9910 Transfers from General Fund	\$ -	\$ 6,546,423	\$ 5,000,000
<b>TOTAL RECORDS MANAGEMENT CENTER FUND</b>	<b>\$ -</b>	<b>\$ 7,440,624</b>	<b>\$ 9,156,297</b>
<b>096 FARM TO MARKET &amp; LATERAL ROAD FUND</b>			
<b>110 Ad Valorem Taxes</b>			
1120 Delinquent - Gross	\$ 1,436	\$ 709	\$ 1,500
1130 Penalty and Interest	3,326	2,238	3,300
<b>120 Other Taxes, Licenses and Permits</b>			
1290 Building Permits	\$ 217,583	\$ 169,107	\$ 155,000
<b>200 Intergovernmental Revenue</b>			
2030 State Apportionment - Lateral Road Fund	\$ 91,549	\$ 90,000	\$ 90,000
<b>410 Fees on Motor Vehicles</b>			
4130 Vehicle Sales Tax	\$ 9,745,762	\$ 7,904,354	\$ 6,360,000
<b>500 Other Fees</b>			
5193 Platt Fees	\$ 745,856	\$ 369,270	\$ 300,000
<b>750 Revenue from Use of Assets</b>			
7510 Revenue From Use of Assets	\$ 123,344	\$ 74,934	\$ 42,800
<b>800 Sales, Refunds and Miscellaneous</b>			
8220 Waste, Scrap and Supplies	\$ 50	\$ 35	\$ -
8260 Vehicles and Road Equipment	-	-	-
8420 Refund on Prior Year Expense	(8,552)	6,968	500
8450 Stop Loss Recovery	-	43,352	-
8480 Refunds of Services	176,398	-	1,000
8490 Refunds-Other	4,332	14,907	-
8650 Miscellaneous	-	485.00	-
<b>990 Interfund Transfers</b>			
9910 Transfers From General Fund	\$ -	\$ 1,240,559	\$ 4,240,000
<b>TOTAL FARM TO MARKET &amp; LATERAL ROAD FUND</b>	<b>\$ 11,101,083</b>	<b>\$ 9,916,918</b>	<b>\$ 11,194,100</b>

Bexar County, Texas	FY 2006-07	FY 2007-08	FY 2008-09
Revenues and Transfers	Actuals	Estimate	Budget

<b>113 GRANTS-IN-AID FUND</b>
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<b>200 Intergovernmental Revenue</b>						
2020 Federal Grants-In-Aid	\$	25,565,228	\$	5,634,440	\$	6,800,000
2060 State Grants-In-Aid		-		8,742,264		7,000,000
2191 Sheriff DEA		-		-		-
2192 Constable DEA		-		-		-
2193 Sheriff FBI		-		-		-
2200 Receipts from Government		-		215,539		250,000
<b>300 Court Costs and Fines</b>						
Court Costs and Fines	\$	67,647	\$	-	\$	-
<b>750 Revenue from Use of Assets</b>						
7510 Interest From Investments	\$	497,604	\$	16,057	\$	9,800
<b>800 Sales, Refunds and Miscellaneous</b>						
8560 Payments by Program Participants	\$	-	\$	25,308	\$	25,000
8640 Donations		752,770		1,617,936		500,000
8650 Miscellaneous		-		4,772		-
<b>990 Interfund Transfers</b>						
9910 Matching Funds from Various Funds	\$	734,690	\$	664,155	\$	600,000
9975 Transfers from Domestic Relations Fund		-		6,627		500
<b>TOTAL GRANTS-IN-AID FUND</b>	<b>\$</b>	<b>27,617,939</b>	<b>\$</b>	<b>16,927,098</b>	<b>\$</b>	<b>15,185,300</b>

<b>117 HOME PROGRAM</b>
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<b>200 Intergovernmental Revenue</b>						
2020 Federal - Grants in Aid	\$	620,758	\$	699,561	\$	250,000
<b>TOTAL HOME PROGRAM FUND</b>	<b>\$</b>	<b>620,758</b>	<b>\$</b>	<b>699,561</b>	<b>\$</b>	<b>250,000</b>

<b>120 CDBG FUNDS</b>
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<b>200 Intergovernmental Revenue</b>						
2020 Federal - Grants-In-Aid - Administration	\$	1,761,911	\$	1,280,215	\$	2,200,000
<b>TOTAL CDBG FUND</b>	<b>\$</b>	<b>1,761,911</b>	<b>\$</b>	<b>1,280,215</b>	<b>\$</b>	<b>2,200,000</b>

<b>203 NOVEMBER 2003 BOND REFERENDUM FUND</b>
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<b>200 Intergovernmental Revenue</b>						
2163 SAWS Interlocal Agreement	\$	657,383	\$	543,418	\$	-
2164 CPS Energy Interlocal		967,720		38,975		-
2165 Bexar Met Interlocal		1,100,000		449,027		-
2196 SARA Interlocal		325,000		21,486		-
<b>800 Sales, Refunds and Miscellaneous</b>						
8640 Donations	\$	94,550	\$	190,000	\$	-
<b>910 Proceeds from Certificates of Obligation</b>						
9810 GO Bond Proceeds	\$	19,295,000	\$	15,205,000	\$	-
9820 CO Bond Proceeds		-		-		-
9827 Commercial Paper	\$	370,492	\$	14,856,155	\$	22,722,977
<b>990 Interfund Transfers</b>						
9910 Transfers From County Buildings	\$	-	\$	-	\$	-
9914 Transfers from 208		-		49,997		-
9917 Transfers from 281		-		1,000,000		-
9980 Transfers from 400		-		-		-
<b>TOTAL NOVEMBER 2003 BOND FUND</b>	<b>\$</b>	<b>22,810,144</b>	<b>\$</b>	<b>32,354,058</b>	<b>\$</b>	<b>22,722,977</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>CAPITAL PROJECTS - CAPITAL BUILDINGS PROJECT FUND</b>
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<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	1	\$	-
<b>800 Sales, Refunds and Miscellaneous</b>				
8640 Donations	\$	10,711	\$	-
<b>910 Proceeds from Certificates of Obligation</b>				
9820 CO Bond Proceeds	\$	16,969,508	\$	65,342,637
<b>990 Interfund Transfers</b>				
9910 Transfers From County Buildings	\$	(478,128)		288,584
<b>TOTAL COUNTY BUILDINGS PROJECT FUND</b>	<b>\$</b>	<b>16,502,092</b>	<b>\$</b>	<b>65,631,221</b>

<b>250 CAPITAL LEASE PROJECTS</b>
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<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	77,471	\$	-
7515 Sweep Estimate		-	\$	74,528
<b>910 Proceeds from Certificates of Obligation</b>				
9826 Proceeds from Capital Lease	\$	4,643,054	\$	7,286,897
<b>TOTAL CAPITAL LEASE PROJECTS FUND</b>	<b>\$</b>	<b>4,720,525</b>	<b>\$</b>	<b>7,361,425</b>

<b>280 CAPITAL PROJECTS - SPECIAL ROAD AND BRIDGE FUND</b>
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<b>220 Intergovernmental Revenue</b>				
2200 Other Receipts form Govts	\$	-	\$	-
<b>410 Fees on Motor Vehicles</b>				
4110 Vehicle Licenses Issued	\$	12,133,558	\$	12,476,568
4170 Weight Fee		59,865		29,250
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	684,308	\$	814,272
<b>800 Sales, Refunds and Miscellaneous</b>				
8210 Land & Buildings	\$	1,750	\$	1,300
8220 Waste, Scrap & Supplies		5,310		8,896
8250 Traffic Signs		80,625		30,372
8260 Vehicles & Road Equipment		-		14,400
8270 Maps & Plans		1,100		13,536
8300 Subdivision Road Assessment		7,868		4,128
8420 Refunds on Prior Years Expense		-		15,068
8480 Refund of Services		3,649		-
8490 Refunds - Other		-		55,952
8648 Sale of Fixed Assets		-		2,000
8650 Miscellaneous		166		421
<b>TOTAL SPECIAL ROAD AND BRIDGE FUND</b>	<b>\$</b>	<b>12,978,199</b>	<b>\$</b>	<b>13,466,163</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>281 CAPITAL PROJECTS-SPECIAL ROAD AND BRIDGE FUND-MULTI YEAR</b>
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<b>220 Intergovernmental Revenue</b>				
2160 City of San Antonio	\$	-	\$ 306,000	\$ -
2163 SAWS		61,552	368,600	-
2164 CPS		-	109,788	-
2165 BexarMet		1,259,503	-	-
2200 Other Receipts form Govts		4,316,808	16,640,612	-
2250 Rcts Schools			300,000	-
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	-	\$ -	\$ -
<b>800 Sales, Refunds and Miscellaneous</b>				
8420 Refunds of Prior Years Expense	\$	-	\$ -	\$ -
8640 Donations		1,152,376	-	-
8650 Miscellaneous		-	-	-
<b>910 Proceeds from Certificates of Obligation</b>				
9820 Proceeds from General Long Term Debt	\$	-	\$ -	\$ 4,000,000
<b>990 Interfund Transfers</b>				
9910 Transfers From Special Road And Bridge	\$	1,386,552	\$ -	\$ -
9915 Transfers from Road and Bridget Fund		-	-	-
9980 Transfers from Debt Service		-	-	4,500,000
<b>TOTAL SPECIAL ROAD AND BRIDGE FUND - MULTI YEA</b>	<b>\$</b>	<b>8,176,791</b>	<b>\$ 17,725,000</b>	<b>\$ 8,500,000</b>

<b>282 CAPITAL PROJECTS-SPECIAL ROAD AND BRIDGE FUND-ATD</b>
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<b>220 Intergovernmental Revenue</b>				
2163 SAWS	\$	-	2,443,042	-
2164 CPS		-	2,766,763	-
2165 BexarMet		-	1,691,183	-
<b>750 Revenue from Use of Assets</b>				
7510 Interest From Investments	\$	129,531	\$ 626,671	\$ -
<b>910 Proceeds from Certificates of Obligation</b>				
9820 Proceeds from General Long Term Debt	\$	22,385,000	\$ -	\$ 32,341,445
<b>TOTAL SPECIAL ROAD AND BRIDGE FUND - ATD</b>	<b>\$</b>	<b>22,514,531</b>	<b>\$ 7,527,659</b>	<b>\$ 32,341,445</b>

<b>308 FLOOD CONTROL FUND</b>
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<b>110 Ad Valorem Taxes</b>				
1110 Current Year - Gross	\$	1,960,059	\$ 15,821,107	\$ 16,026,274
1120 Delinquent - Gross		32,320	20,814	40,000
1130 Penalty and Interest		20,028	84,163	21,000
1135 Rendition Penalty		3,976	205	500
1140 Discounts Allowed		3	-	-
<b>200 Intergovernmental Revenue</b>				
2195 SARA BAD Reimbursement	\$	38,523	\$ 13,045	\$ 10,000
2196 San Antonio River Authority		8,540	-	-
<b>750 Revenue from Use of Assets</b>				
7510 Interest from Investments	\$	105,088	\$ 379,816	\$ 206,200
<b>800 Sales, Refunds and Miscellaneous</b>				
8420 Refunds of Prior Year Expense	\$	-	\$ 5,813	\$ -
<b>980 Proceeds from General Long Term Debt</b>				
9820 Certificate of Obligation Proceeds	\$	-	\$ -	\$ -
<b>990 Interfund Transfers</b>				
9910 Transfer from General Fund	\$	-	\$ -	\$ -
<b>TOTAL FLOOD CONTROL FUND</b>	<b>\$</b>	<b>2,168,538</b>	<b>\$ 16,324,963</b>	<b>\$ 16,303,974</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
<b>309 FLOOD CONTROL ROAD PROJECTS FUND</b>			
<b>910 Proceeds from Certificates of Obligation</b>			
9820 Proceeds from General Long Term Debt	\$ 71,820,000	\$ 68,975,000	\$ 67,384,000
<b>990 Interfund Transfers</b>			
9930 Transfers from Flood Control Fund	\$ 730,000	\$ -	\$ -
<b>TOTAL FLOOD CONTROL ROAD PROJECTS FUND</b>	<b>\$ 72,550,000</b>	<b>\$ 68,975,000</b>	<b>\$ 67,384,000</b>
<b>339 CAPITAL PROJECTS - Economic Development</b>			
<b>910 Proceeds from Certificates of Obligation</b>			
9820 Proceeds from General Long Term Debt	\$ 3,000,000	\$ -	\$ 3,017,846
<b>TOTAL ECONOMIC DEVELOPMENT IMPROVEMENT FU</b>	<b>\$ 3,000,000</b>	<b>\$ -</b>	<b>\$ 3,017,846</b>
<b>400 DEBT SERVICE FUNDS</b>			
<b>110 Ad Valorem Taxes</b>			
1110 Current Year - Gross	\$ 28,054,969	\$ 35,562,000	\$ 49,502,803
1120 Delinquent - Gross	515,774	401,565	500,000
1130 Penalty and Interest	329,945	290,410	260,000
1140 Discount Allowed	116	-	-
1180 Refunds	-	-	(500)
<b>750 Revenue From Use of Assets</b>			
7510 Interest From Investments	\$ 3,105,929	\$ 5,638,817	\$ 5,000,000
7515 Sweep Interest	-	185,344	-
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refunds of Prior Year Expense	\$ 29,175	\$ 29,175	\$ -
<b>910 Proceeds from Certificates of Obligation</b>			
9815 Refund Bond Proceeds	\$ -	\$ -	\$ -
9823 Premium on Bond Issue	1,323,113	1,150,013	-
<b>990 Interfund Transfers</b>			
9910 Transfers from General Fund	\$ 12,730,001	\$ 10,000	\$ -
9931 Transfer from Economic Development	-	-	-
9915 Transfer from Special Road and Bridge Fund	481,455	-	-
9919 Transfers from Special Road and Bridge Fund ATD	-	-	-
9920 Transfers from Parking Garage	150,000	150,000	150,000
9930 Transfers from Flood Control	1,290,331	-	-
9931 Transfers from Flood Control Fund 309	-	-	-
9950 Transfer from Capital Projects	-	419,847	-
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>\$ 48,010,807</b>	<b>\$ 43,837,171</b>	<b>\$ 55,412,303</b>
<b>500 SELF INSURED HEALTH AND LIFE FUND</b>			
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refunds of Prior Year Expense	\$ (14)	\$ 167	\$ -
8450 Stop Loss Recovery	51,356	562,837	1,000
8451 Rebates	-	-	-
8550 Insurance Premiums	17,957,026	19,666,925	21,376,823
8551 Insurance Premiums Employee Health	5,447,148	4,870,698	5,711,982
8552 Retiree	695,961	-	-
8553 Other	113,995	70,817	27,638
8554 Employer Life	327,813	379,526	-
8555 Retiree Life	82,980	-	-
8558 Medicare ParD D Asubsidy	-	102,256	-
<b>990 Interfund Transfers</b>			
9910 Transfers From General Fund	\$ 2,200,000	\$ 2,860,749	\$ -
<b>TOTAL SELF INSURED FUND</b>	<b>\$ 26,876,265</b>	<b>\$ 28,513,975</b>	<b>\$ 27,117,443</b>

Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
<b>505 SELF INSURED WORKERS COMPENSATION FUND</b>			
<b>800 Sales, Refunds and Miscellaneous</b>			
8420 Refunds of Prior Year Expense	\$ -	\$ 36,289	\$ -
8450 Stop Loss Recovery	24,048	15,639	1,000
8452 Workers Comp Subrogation	60,255	-	500
8550 Insurance Premiums	3,146,320	3,108,370	3,200,000
<b>TOTAL WORKERS COMPENSATION FUND</b>	<b>\$ 3,230,623</b>	<b>\$ 3,160,298</b>	<b>\$ 3,201,500</b>
<b>550 FLEET MAINTENANCE FUND</b>			
<b>830 Revenue from Use of Assets</b>			
8350 Fleet Maintenance	\$ 579,378	\$ 379,358	\$ 568,900
8351 Miscellaneous	-	5	-
<b>TOTAL FLEET MAINTENANCE FUND</b>	<b>\$ 579,378</b>	<b>\$ 379,363</b>	<b>\$ 568,900</b>
<b>565 TECHNOLOGY FUND</b>			
<b>800 Sales, Refunds and Miscellaneous</b>			
8351 Technology Services	\$ 1,667,158	\$ 1,806,170	\$ 1,135,102
8420 Refunds of Prior Year Expenses	-	23,795	-
<b>990 Interfund Transfers</b>			
9910 Transfers From General Fund	\$ 119,000	\$ 119,000	\$ -
<b>TOTAL TECHNOLOGY FUND</b>	<b>\$ 1,786,158</b>	<b>\$ 1,948,965</b>	<b>\$ 1,135,102</b>
<b>575 RECORDS MANAGEMENT CENTER FUND</b>			
<b>800 Sales, Refunds and Miscellaneous</b>			
8652 Records Management Storage	\$ -	\$ 383,283	\$ 386,197
8420 Refunds of Prior Year Expenses	-	-	-
<b>830 Revenue from Use of Assets</b>			
7510 Interest from Investments	\$ 32,771	\$ -	\$ -
7570 Parking Fees	3,940	3,520	1,000
<b>990 Interfund Transfers</b>			
9910 Transfers from General Fund	\$ 230,069	\$ 28,000	\$ -
9940 Transfers From FMLR	163	-	-
9990 Transfers from County Wide Records Management Fund	138,458	-	-
<b>TOTAL RECORDS MANAGEMENT CENTER FUND</b>	<b>\$ 405,401</b>	<b>\$ 414,803</b>	<b>\$ 387,197</b>
<b>590 COMMUNITY ARENA VENUE PROJECT FUND</b>			
<b>500 Other Fees</b>			
1235 Motor Vehicle Rental Tax	\$ 6,962,717	\$ 7,136,431	\$ -
1236 Hotel/Motel Occupancy Tax	13,851,670	13,396,694	-
1237 License Fee	1,300,000	1,300,000	-
<b>750 Revenue from Use of Assets</b>			
7510 Interest Income	\$ 2,586,028	\$ 1,782,792	\$ -
<b>TOTAL COMMUNITY ARENA VENUE PROJECT FUND</b>	<b>\$ 24,700,416</b>	<b>\$ 23,615,917</b>	<b>\$ -</b>



Bexar County, Texas Revenues and Transfers	FY 2006-07 Actuals	FY 2007-08 Estimate	FY 2008-09 Budget
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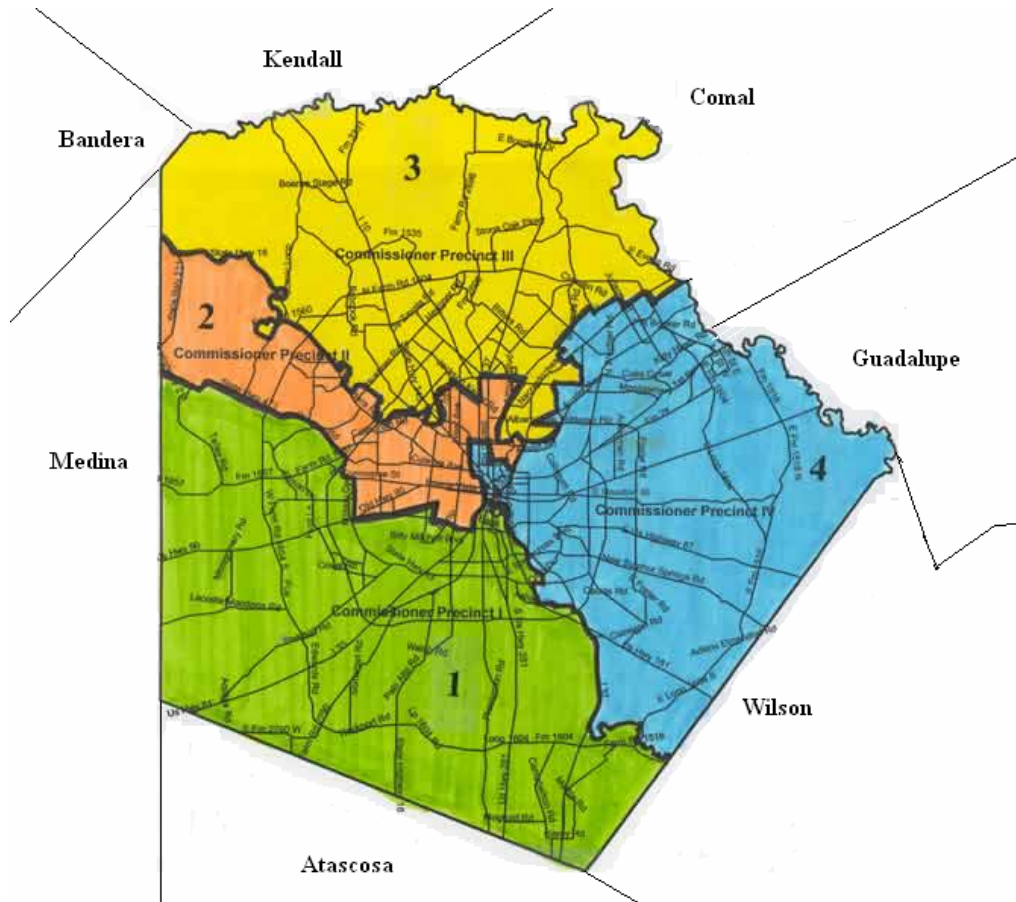
<b>911 COMMUNITY VENUE PROGRAM FUND</b>
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<b>500 Other Fees</b>				
1235 Motor Vehicle Rental Tax	\$	- \$	- \$	6,890,000
1236 Hotel/Motel Occupancy Tax		-	-	13,650,400
1237 License Fee		-	-	1,300,000
<b>750 Revenue from Use of Assets</b>				
7510 Interest Income	\$	- \$	- \$	1,071,900
<b>910 Proceeds from Certificates of Obligation</b>				
9820 Proceeds from General Debt	\$	- \$	10,998,204 \$	410,061,823
<b>990 Interfund Transfers</b>				
9910 Transfers from General Fund	\$	- \$	- \$	-
9940 Transfers From FMLR		-	-	-
9955 Transfers from Arena Venue Fund		-	-	40,068,185
<b>TOTAL COMMUNITY VENUE PROGRAM FUND</b>	\$	- \$	<b>10,998,204 \$</b>	<b>473,042,308</b>
<b>Total All Funds</b>	\$	<b>322,343,321 \$</b>	<b>387,518,873 \$</b>	<b>905,871,962</b>
<b>Grand Totals</b>	\$	<b>622,314,260 \$</b>	<b>701,161,319 \$</b>	<b>1,231,920,412</b>

# **COMMUNITY PROFILE**

Bexar County lies in the heart of South Central Texas and is strategically located to benefit from commerce between the United States and Mexico. It is also located in two cross-country interstates-IH-35 and IH-10. The County also has the San Antonio International Airport and the Burlington Northern Santa Fe (BNSF) Railroad. Bexar County is bounded by Comal and Kendall counties on the North, Bandera and Medina to the West, Guadalupe County to the East, and Atascosa and Wilson counties on the South.

Commissioners Court, the governing body for Bexar County, is comprised of the County Judge (elected county-wide) and four commissioners, one from each of the precincts shown in the map below.



**There are 25 incorporated communities within Bexar County:**

- |               |                      |                 |                |
|---------------|----------------------|-----------------|----------------|
| Alamo Heights | Balcones Heights     | Castle Hills    | China Grove    |
| Converse      | Elmendorf            | Fair Oaks Ranch | Grey Forest    |
| Helotes       | Hill Country Village | Hollywood Park  | Kirby          |
| Leon Valley   | Live Oak             | Lytle (partial) | Olmos Park     |
| San Antonio   | Schertz              | Selma           | Shavano Park   |
| Somerset      | St. Hedwig           | Terrell Hills   | Universal City |
| Windcrest     |                      |                 |                |

## **Population**

In 2007, U.S. Census population estimated the population of Bexar County 1,594,493, of which 1,328,984 is in San Antonio. San Antonio was ranked as the second most populated city in Texas and the seventh-most populated city in the United States. According to estimates by the 2006 U.S. Census Bureau, Bexar County's largest ethnic majority is Whites at 87.7, followed by Black/African Americans at 7.6 percent, Asian-Americans at 2.1 percent, two or more races at 1.4 percent and Native Hawaiians and Other Pacific Islander at 0.2 percent. Persons of Hispanic or Latino origin were estimated at 57.2 percent and Whites who were not Hispanic were at 32.7 percent.

## **Economic Summary**

San Antonio's diversified economy includes bioscience and healthcare, aerospace and aviation, tourism, and information technology. The bioscience and healthcare sector has numerous hospitals, two healthcare institutions, two research centers, and a number of other related facilities, which include the military institutions. Tourism is another major sector in Bexar County impacting an estimated \$8.7 billion. With respect to the aerospace sector, the military plays a fundamental role. Port San Antonio also impacts our community \$3.3 billion with operations and new construction. The information technology sector reached over \$3.4 billion economically in 2007, which include major companies as Rackspace Managed Hosting, Microsoft's move to San Antonio, and overall employment of over 12,000 people in the area.

Although Texas is one of the leading states in foreclosures, Bexar County shows a steady housing economy, especially compared to the rest of the nation. Bexar County has recorded over 10,000 foreclosure notices within this fiscal year. Home inventories are showing longer time periods from six months in June 2007 to 7.6 months in June 2008. Existing homes are continuing to slow down between each quarter. Any indication of a slowing housing economy calls for some concern; but, the San Antonio area is yet to show a dramatic slump in the housing community.

Bexar County has remained below the national average rate for unemployment. In July 2008, the unemployment rate for Bexar County was 4.8 percent, which is a 0.3 percent increase in comparison with July 2007. In 2007, Bexar County had an annual unemployment rate of 4.2 percent. Within the FY 2007-08, the unemployment rate averaged 4.1 percent for San Antonio. The annual job growth rate increased 2.4 percent in 2007 Second Quarter in comparison to 2008.

## **Education Overview**

Corresponding expansion has occurred in the education system. Institutions of higher learning within Bexar County include Incarnate Word College, Our Lady of the Lake University, Saint Mary's University, National University of Mexico, Trinity University, Wayland Baptist University, San Antonio College, Palo Alto College, Saint Philips College, Northwest Vista College, Northeast Lakeview College, University of Texas Health Science Center at San Antonio, the University of Texas at San Antonio, Texas Agricultural and Mechanical University and Southwest Research Institute. Among universities, the University of Texas at San Antonio (UTSA) has over 28,000 students enrolled and has represented many first-time college students within their family. Texas A&M University-San Antonio will be a 694-acre campus anticipating over 25,000 students. Among junior colleges, the Alamo Community College District includes five colleges with over 53,000 students enrolled. Bexar County currently contains fourteen higher educational institutions.

The County encompasses 16 independent school districts, which includes over 400 schools; and, four partial independent school districts. The local school districts range in enrollment from over 81,000 in the

Northside Independent School District to a over 800 students in the Lackland Independent School District.

**Independent School Districts:**

Alamo Heights ISD	East Central ISD	Edgewood ISD
Somerset ISD	Fort Sam Houston ISD	Lackland ISD
South San Antonio ISD	Southwest ISD	Southside ISD
Judson ISD	North East ISD	Northside ISD
Harlandale ISD	San Antonio ISD	Randolph ISD
Schertz/Cibolo/Universal City	Lytle ISD (partial)	Boerne ISD (partial)
Comal ISD (partial)	Medina Valley ISD (partial)	

**Local Attractions**

With over 180 hotels, which contain 33,000 hotel rooms including 12,000 in the downtown area only, the San Antonio area has strong tourism sector. The tourism sector has an annual economic impact of \$8.7 billion. There are various types of local attractions that tourists visit in the San Antonio area.

The culture of San Antonio is experienced on our unique Riverwalk. The Riverwalk is home to numerous restaurants, bars, and hotels. It is also home to Rivercenter Mall, which holds various types of retail stores and the IMAX theatre. Rio San Antonio Cruises offers tours and river taxi service for the Riverwalk. The San Antonio River Improvements Project will enhance the San Antonio River from Mission Espada area to the Brackenridge Park area.

The San Antonio area is home to four historic missions, which include Mission Concepcion, Mission San Jose, Mission San Juan, and Mission Espada. Mission trails are presently under construction, according to National Park Service, and will include hiking and biking trails. Other historical sites include La Villita, San Fernando Cathedral, and Casa Navarro State Historic. Another landmark for downtown San Antonio is El Mercado. This market is filled with retail stores portraying the Mexican culture and is the heart of the annual ten-day Fiesta celebration.

Sports also play a key part in the San Antonio area to include the San Antonio Spurs, San Antonio Silver Stars, San Antonio Rampage, and the San Antonio Missions. The Alamodome hosts various sporting events such as the Valero Alamo Bowl and the Army All-American Bowl. The San Antonio area is home to over 40 greens to play golf on, from resorts to driving ranges. San Antonio is one of the elite cities who were chosen to host a Professional Golf Association (PGA) tour event. Another large event is the annual Livestock Show and Rodeo held in February, which hosts over 1.2 million visitors.

Hyatt Hill Country Resort and Spa, JW Marriot San Antonio Hill Country Resort and Spa, Radisson Hill Country Resort and Spa, Tapatío Springs Resort, and The Westin La Cantera Resort serve the San Antonio area with luxury spas and resorts.

Sea World, Six Flags Fiesta Texas, Schlitterbahn Waterpark Resort, and Hill Country dude ranch are some of attractions located here. Sea World San Antonio is the largest marine life showplace. Six Flags Fiesta Texas has culturally themed areas, roller coasters, waterpark, and award-winning shows. Schlitterbahn is ranked the number one waterpark in the world (Travel Channel), which is located along the Comal River. The Hill Country dude ranch includes horse riding and an area to explore the countryside, rivers, and lakes.

## **ECONOMIC OUTLOOK**

Recent events impacting the national economy compel County leadership to continue to position itself to deal with both the foreseeable and unforeseeable signs of slowed economic growth and/or decline. The approach to this year's budget allocations, specifically limiting General Fund growth to five percent, is a good first step in gearing up for the potential negative impact of national economic events. The subprime mortgage crisis, the subsequent impact on the housing and financial markets and fluctuating oil and gasoline prices have resulted in increased foreclosure filings, a downturn in construction activity, lower equity for homeowners, and increased unemployment on a nationwide basis. Comparatively, Bexar County's economic position has remained stable due to its diversified economy, a relatively stable housing market, and a low unemployment rate. However, since Bexar County's economic condition typically lags that of the Nation, watching out for the ripple effects will be extremely important over the next few years.

## **NATIONAL ECONOMY**

The national economy faced and continues to face an economic crisis to a degree that has not been experienced in several years. During the past year, the national economy has shown a declining rate of growth. Two straight quarters of GDP decline, increased job cuts resulting in an increased unemployment rate along with a dip in consumption are the factors contributing to a bleak outlook on the economy. Economists have yet to say when we might see the bottom of this downturn or when we might see an upward movement in the financial markets.

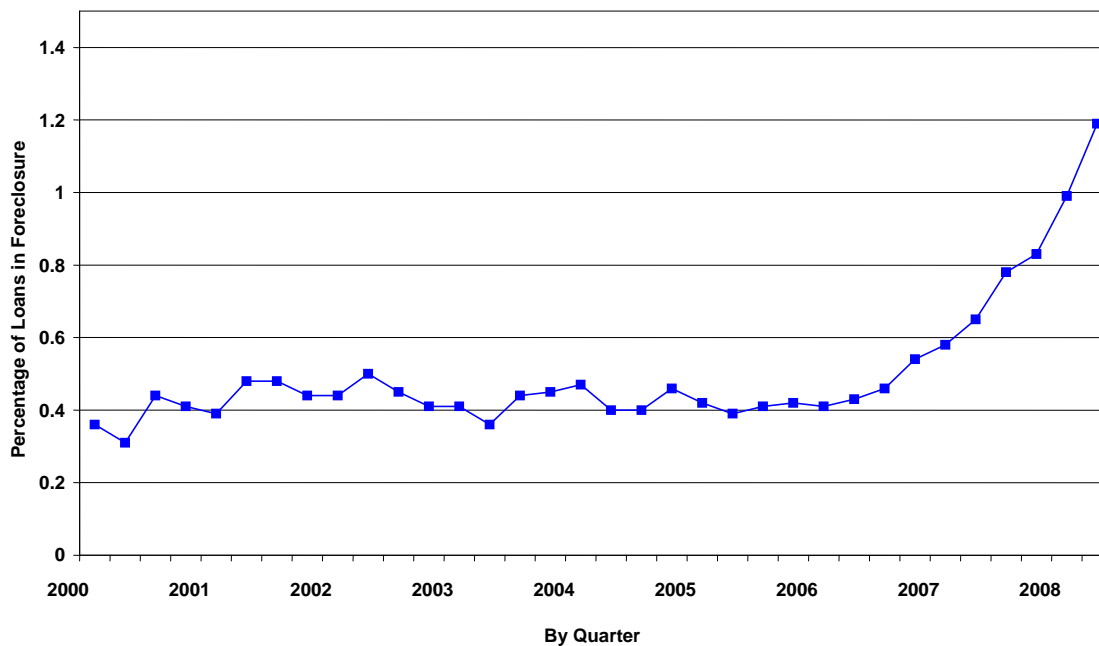
### **The Mortgage Crisis**

The downturn started when the true aftereffects of creative and risky financial vehicles began to be felt in the housing market. Mortgages were given with limited to no income and asset documentation and to borrowers with weaker credit scores or with histories of credit issues. These mortgages did not meet Fannie Mae or Freddie Mac guidelines and had a heightened perceived risk of default. In some cases these mortgages also had high loan-to-value percentages, while others were in amounts greater than the purchase price or value of the home. There were also little to no down payments involved with these transactions. Interest only loans, which offered the borrower to pay only interest for a period of time, typically 5 to 10 years, became more popular with lenders and borrowers. Loans known as "pay option" loans allowed borrowers to choose their monthly payment choices being a full payment, an interest only payment or even a minimum payment which would not reduce the balance of the loan. The most popular and prevalent of these risky loan options were the hybrid mortgages which initially had fixed rates that later converted to adjustable rates. These loans, known as ARMs or Adjustable Rate Mortgages, usually had a fixed interest rate and payment for two, three, or five years. Once that period expired, many borrowers were stuck with high payments which they could no longer afford.

The Subprime share of all mortgages written increased from 8 to 28 percent from 2003 to 2006, eventually accounting for \$1.4 trillion in subprime loans made to 7.5 million borrowers. Interestingly, not all borrowers of these loans were considered "risky". An alarming statistic from the Wall Street Journal showed that 55 percent of subprime loans were given to borrowers who qualified for prime loans but were "steered" into these types of loans.

The cumulative affect of weak lending guidelines among lenders and risky loan options for suspect borrowers peaked in 2008 with an increase in mortgage delinquency and foreclosure rates. By the 2<sup>nd</sup> quarter of 2008, almost 18 percent of subprime loans were in default, up 1.43 percent from the 1<sup>st</sup> quarter. Thirty-six percent of foreclosures initiated during the 2<sup>nd</sup> quarter were subprime ARMs.

### Rate of Foreclosures Started - All Loans



(Source: Mortgage Bankers Association National Delinquency Survey)

### The Housing Crisis

As foreclosures began to saturate the housing sector many markets that had seen a rapid upward trend in housing prices began to see a steep decline. This led to even more foreclosures as more borrowers were “underwater,” meaning they owed more on their homes than what the market would pay. California, Florida, Nevada and Arizona have been the hardest hit markets mainly because they saw record increases, up to 25 percent, in house prices during 2004-2005. As their markets began to crumble, the number of foreclosures skyrocketed. California and Florida accounted for 39 percent of foreclosure filings initiated in the 2<sup>nd</sup> quarter of 2008. In Texas it is estimated that nearly 2.7 million homeowners or 16.7 percent of mortgages are underwater.

Foreclosure sales have increased as well. Nationally, reports show that as many as 40 percent of all sales made during the three months that ended September 30, 2008 were short sales or properties repossessed by banks (Source: USA Today). Banks are eager to sell these homes to avoid maintenance costs associated with vacant property, which results in lower-priced homes and lower median sales prices than experienced in prior years.

The downward trend in housing prices is expected to continue into 2009 until foreclosure filings flatten out and the number of foreclosed homes on the market is reduced to levels experienced in previous years. Home value depreciation did slow in the second quarter of 2008 by a 0.4 percent annualized decline, which was down from the revised 10.8 percent annualized drop in the first quarter (Source: Reuters/Freddie Mac). As a result of declining home prices and values, many homeowners have lost equity in their homes and the ability to tap into that equity during a difficult economic time puts further financial pressure on American households.

### The Financial Market Crisis

As the lending and housing market began to break down, the financial markets have followed suit. The inherent problem is the interconnection of the two markets through investments that were created and

then backed by these same risky, problematic mortgages. Banks made loans to borrowers based on the loose parameters described above. They then passed these loans onto other banks which would then package hundreds of these risky mortgages into securities. Rating agencies then gave high ratings to these securities, which then became highly attractive to investors looking for an increase in returns with decreased risks. By 2006, 75 percent of subprime mortgages were securitized in this manner. The financial sector expanded these investments even further by taking tranches or “slices” of these mortgage backed securities, further packaging them and then selling them as other securities known as collateralized debt obligations, or CDOs. As repayment of these loans become more sporadic, the mortgage backed securities began to perform poorly. The average collateralized debt obligation lost about half of its value from 2006 to 2008. The securities that were backed by subprime mortgages essentially became worthless as default rates increased.

The mortgage issue led to a liquidity problem for many financial institutions during 2008. Financial institutions use capital such as stocks, retained earnings, and cash to back their loans. Financial firms were forced to write-down or write-off huge amounts of money from their balance sheets forcing them to raise capital or be forced to sell assets, reduce lending, or both. By July of 2008, firms worldwide had reported nearly \$500 billion in losses and write-downs tied to the U.S. subprime mortgage market. Some analysts project this number to be over \$1 trillion by the end of 2008 and beginning of 2009 (Source: NY Post).

IndyMac Bank, the seventh largest mortgage originator in the U.S., failed in 2008 resulting in the fourth largest bank failure and the ninth largest bankruptcy in United States history. Many investment banks were also hit hard by the loss of value in mortgage backed securities causing them to either have to merge with larger traditional banks or file for bankruptcy. Bear Stearns was the first investment bank to file for bankruptcy in March 2008. Lehman Brothers was forced to follow suit becoming the largest bankruptcy in history with \$691 billion in assets. Since September 2008, 81 public corporations filed for bankruptcy in the United States.

As banks were failing, filing for bankruptcy, dealing with liquidity issues, or exiting the subprime mortgage business altogether, the lack of lending capacity has slowed the credit market for both borrowers and banks. The result has been a decrease in consumer lending as it has become more difficult to obtain a loan. Insurers have also been hit hard as the banks and investment firms that relied on the credit default insurance they purchased from the insurers are now calling on the insurers for capital. AIG, a large insurance firm, lost large amounts of capital leading to the Federal Reserve lending \$85 billion to the company in September 2008.

### **Government Intervention**

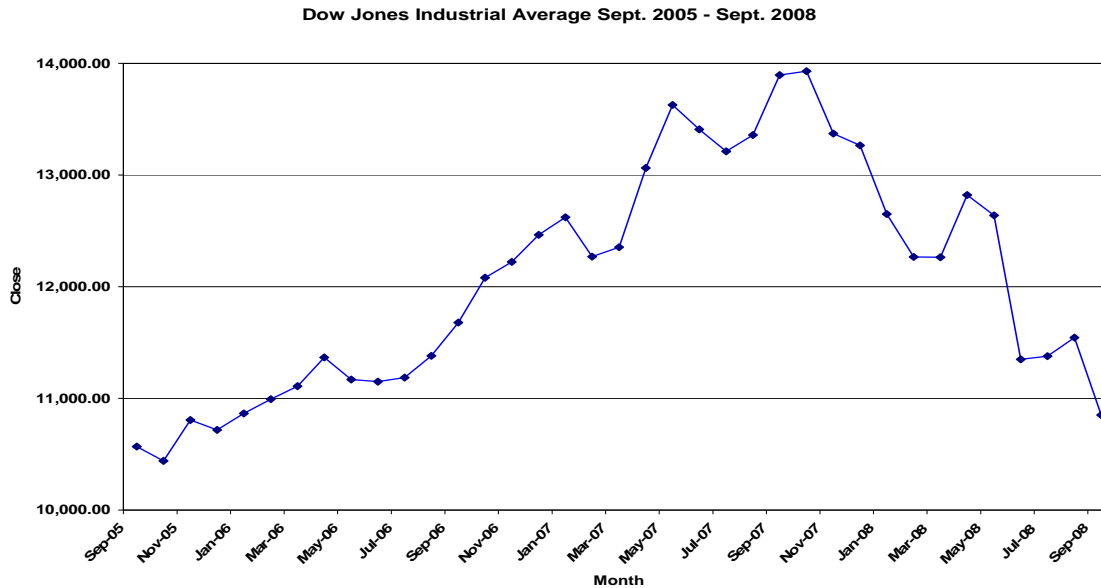
Fannie Mae and Freddie Mac, two Government sponsored enterprises (GSEs), account for almost half of the mortgages in the market, with \$5 trillion in outstanding mortgages. In order to keep these two firms afloat, the government stepped in and took conservatorship over the agencies as losses in the billions from bad mortgages continued to mount. The move to place the two firms under complete government control was made to avoid further disrupting the U.S. housing financial market as both firms were showing an inability to raise capital. The government injection of capital into these two firms could possibly lead to increased liquidity in the lending market.

Further action was taken when the Federal Reserve cut the federal funds rate six times over the last fiscal year to the current rate of 2 percent. Many analysts expect the Fed to cut the rate even further. The Federal Reserve has been attempting to fight inflation and recessionary forces and has seen a decrease in lending between banks and to borrowers. The Federal Reserve is hoping to restore investor confidence as movements in the stock market are closely related to its decisions and the federal funds rate movements. Any future rate cuts would be directed at increasing lending by financial firms and to move investors fully back into a financial market that has been extremely volatile in 2008.



## The Stock Market

The volatility of the economy during the last fiscal year has pushed the stock markets downward as investor confidence has remained shaky and the impacts of the mortgage crisis continue to be felt on a daily basis. The last fiscal year has seen a substantial decrease in all market indexes and further losses are expected when fourth quarter results for 2008 are reported in 2009.



(Source: Dow Jones)

## The Global Crisis

The fall of the U.S. economy has begun to spread to global markets as countries across the globe are dealing with losses from investments in mortgage backed securities in the U.S. financial markets. The link between the U.S. economy and the global economy has become more evident during 2008 and the global dependence on the strength of the U.S. economy and dollar has influenced foreign markets negatively during the last fiscal year. As banks & investors have been selling off assets in foreign markets and developing countries to cover losses within the U.S. financial markets, prices of foreign assets have been declining and economic growth in foreign countries has slowed or stopped completely. The U.S. is the biggest borrower in the world resulting in the dollar being established as the world's reserve currency. As a result, many economies have seen their currencies weakened due to the devaluation of the dollar in 2008. The financial implication of devaluation has caused commodity prices to drop and the commodity market has seen oil, aluminum, wheat, and soybeans all plummet. Even though this is good for the consumer, it has been detrimental to foreign countries that depend on these exports. Globalization depends on the United States as consumer of last resort so when the U.S. and American investors pull their money from developing markets overseas, it results in foreign factories selling fewer cars, toys, clothes, and electronics.

## The Labor Market

Unemployment has become a growing concern for the Nation as the labor market recession continues to worsen due to companies facing capital losses in the financial markets and decreased investment in new projects caused by less access to credit. In the second quarter of 2008, credit-market borrowing financed 35.2 percent of fixed investments by non-financial corporate businesses, down from 80.1 percent a year earlier. Overall, there is less economic activity as homeowners are decreasing consumption as they face decreased accessibility to credit. A reduction in economic activity means less hiring and most likely more job cuts to come. The U.S. Department of labor shows that the United States lost 605,000 jobs in the first eight months of 2008, including another 84,000 job cuts in August 2008. The unemployment rate from

August to September 2008 increased from 5.7 percent to 6.1, the highest level since September 2003, with 9.4 million people unemployed. Over the past year, the number of unemployed persons increased by 2.2 million. Many analysts expect unemployment to continue to rise for the remainder of 2008 and into 2009 and analysts expect the unemployment rate to top 9 percent. Unemployment insurance claims are becoming a concern as liquidity is already an issue for a weak financial market causing some analysts to question how large amounts of unemployment claims can be paid.

### **Gas and Oil Prices**

Another major concern for most Americans has been the fluctuation of gasoline prices. The average price per gallon in November 2007 was \$2.97 compared to \$2.12 in November of 2006 (Source: U.S. Energy Information Administration). The current price of \$2.06 per gallon illustrates the extreme fluctuation of gasoline costs over the past year. Large refinery outages and inadequate imports of crude oil may have contributed to the fluctuation. Dependency on foreign oil producers has been a point of much debate during 2008 as oil reached a record high of \$147 per barrel in July of 2008. Since July, as fears of global recession have grown, oil prices have plunged to the \$75 barrel range. Demand for oil in the United States has seen a slight drop in 2008 as more people are restricting travel and finding alternative forms of transportation. However, until the United States devotes more resources to finding alternative energy sources, our economy will continue to be directly impacted by the price of oil.

### **Moving Forward**

As a result of the sharp decline of the U.S. economy and the global implications, the United States government has begun to act on passing a bailout plan for the national economy. As of the end of September, the United States Treasury under the direction of Secretary Henry Paulson has proposed a \$700 billion bailout plan that would potentially buy back the toxic mortgage assets that have caused most of the turmoil in the economy. The bailout plan would also be used to buy equity in companies that are faltering so as to avoid bankruptcies of large American companies that are essential to the financial strength of not just the national economy but the global economy as well. Moving forward the U.S. Treasury will look to prop up the economy with this bailout plan in hopes of weathering the recessionary movements of the financial markets.

## **U.S. AND MEXICO ECONOMIC RELATIONS**

Since 1994, the North American Free Trade Agreement (NAFTA) has tripled the trade between the U.S. and Mexico. Mexico relies considerably on the United States for a thriving economy. Free trade helps alleviate the poverty level, in turn decreasing illegal immigration. Mexico is the United States' third largest trading partner, following Canada and China. According to the U.S. Embassy in Mexico City, the U.S. and Mexico do as much business in a month as Mexico does with all 27 European Union countries in a year. Mexico exports 87 percent of its goods to the U.S. and Mexico imports 51 percent of its goods from the U.S.

Mexico's growth rate has been dragged down by the weaker U.S. economy in 2008 and analysts expect Mexico's economy to show signs of slower growth in 2009 as well. (Source: The Economist Intelligence Unit) Therefore, when the economy is stagnant both public and private sectors suffer. For example, industrial production in Mexico has shown consecutive months of decline during periods of 2008, which has coincided with a decrease in domestic demand. Mexico's economy is heavily dependent on its nationalized petroleum industry. Mexico is the second largest country exporting petroleum to the U.S. after Canada. The petroleum exports decreased by nearly 29 percent in January 2008 when compared to January 2007 (Source: U.S. Energy Information Administration). Of further concern has been the devaluation of the Mexican peso to the U.S. dollar during 2008. As Mexico's economic growth has slowed and the American economy has declined, the separation of the two currencies has resulted in decreased spending and trade between the two countries. Continuance of this trend in 2009 could negatively affect the Texas and Bexar County economies as they are a vital trade route to Mexico.

## **TEXAS ECONOMY**

Texas is ranked second in population and size among other U.S. states covering 268,820 square miles. The large amount of area has attracted home and business builders to the State. The most populous city in Texas is Houston (2,074,828) and it ranked fourth in the Nation in 2006. San Antonio (1,273,374) is second in the state and seventh in the Nation. Dallas (1,192,538) is third in population in Texas, and ninth in the Nation. The Texas Comptroller has estimated the State population growth of 2.5 percent in 2006 and 1.5 percent growth in 2007. The projected growth in population will increase the demand for governmental services.

### **Texas Housing Market**

National homebuilders were building in Texas due to its robust economy between 2005 and 2006, increasing single-family housing permits. As the national housing market began to drop, potential buyers became more cautious of the housing market. Texas was left with a high inventory of homes and less demand for them. Lending standards became more stringent and eliminated numerous first-time homebuyers. (Source: Federal Reserve Bank of Dallas)

In 2006, state-wide homeownership topped a record 66 percent, however by late 2006, the housing market began to slump due to a lower demand for homes and a robust supply. In 2007, economic growth in Texas began to slow down, further reducing demand. There was a 15 percent decrease in number of homes sold from June 2007 to June 2008.

Foreclosures held relatively steady for the State, compared to the Nation, but continue to be a major concern. Based on Notice of Trustee Sales and Notice of Foreclosure Sales, Texas properties posted for foreclosure during the first half of 2008 were down 17.7 percent when compared to the same period in 2007. Nationally, foreclosure postings were up 27.3 percent over the same time period.

### **Texas Industry**

Due to the increase in oil prices and the resulting increase in the cost to transport goods, costs for most industries have been continuously rising. For example, the value of corn has increased due to its attractiveness as an alternative to oil. This has a direct impact on the agriculture industry and on farms that grow and/or use corn to run the business. A 30 percent increase in the demand for corn to be used to make ethanol has forced farmers to sacrifice other crops such as cotton and soybeans, increasing the prices for those goods as well. Dry weather has also slowed down the agricultural sector which could lower crop yields below average. A shortage of corn crops and the ongoing drought in Texas could hinder agriculture moving into 2009.

The metals, shipping, and energy industries have also been impacted by increasing costs. The price of petroleum has sharply increased, hitting \$141 a barrel mid-July 2008. Texas is the largest petroleum refiner in the country and produces three times more natural gas than any other state, according to the Department of Energy for Texas. Production has remained flat resulting in competitors outside North America realizing increased sales and revenue growth. (Source: The Federal Reserve Board-The Beige Book)

The construction sector has suffered as well due to a decrease in demand for residential, office and retail space. Contractors are struggling financially due to an increase in the price of metals such as aluminum, copper, and steel. Furthermore, the decrease in new building starts and construction has caused many firms to reduce staffing levels in preparation for an economy in recession.

### **Texas Employment**

Texas continues to be one of the best in the Nation with respect to employment rates, but the growth has slowed. In the first quarter of 2008, Texas exhibited a strong growth rate of 3.9 percent. This has since

diminished to 1.9 percent in the third quarter. (Source: Bureau of Labor Statistics) The unemployment rate in Texas was 5.6 percent in September 2008, increasing from 5.0 percent in August and 4.3 percent in September of 2007. In the second quarter, Texas' unemployment rate remained well above the San Antonio rate of 4.7 percent in July 2008. The slowing job growth rate and increasing population may force San Antonio's rate closer to that of the State.

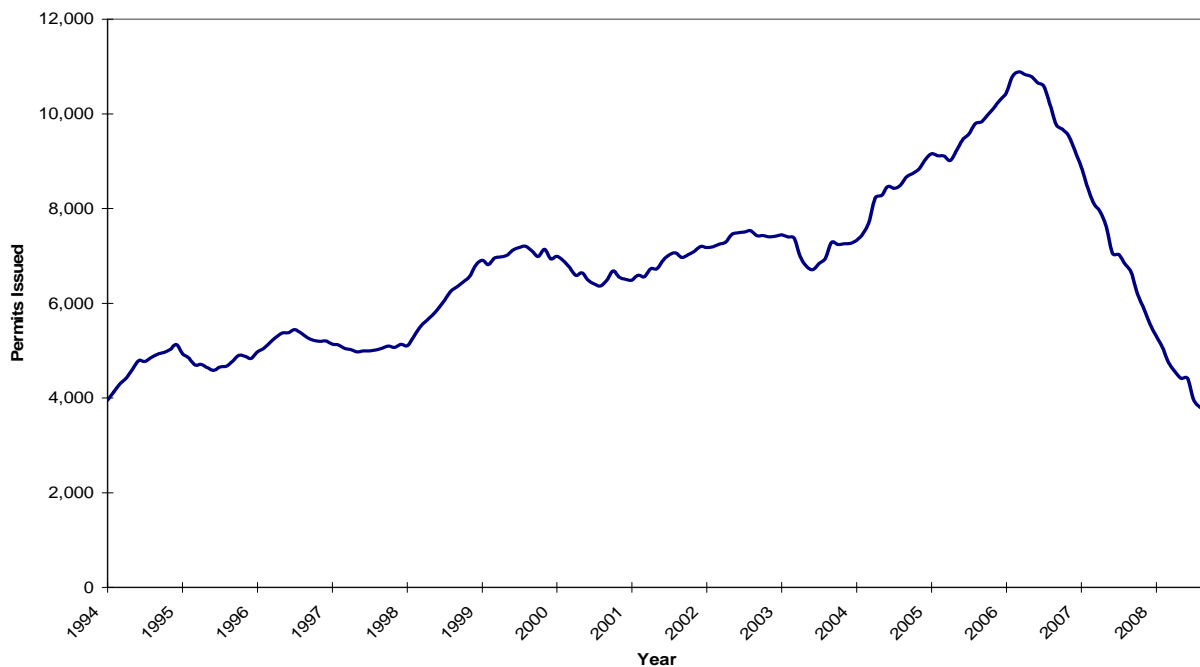
### BEXAR COUNTY ECONOMY

Although the Bexar County economy has remained relatively stable given all of the national economic turmoil, it is imperative that the County be aware of the potential future impact of national events. The population is projected to continue to increase, albeit at a slower pace, by about 1.5 percent per year compared to 2.5 percent in 2005 and 2006. Any increase in population will place an increased demand on County government for services. At the same time, the County's number one source of revenue, property taxes, will inevitably be impacted by the subprime and housing market crises. The lack of ability to access credit and obtain loans will lead to a decrease in construction, both in the residential and commercial sectors, which will then cause a decrease in property tax revenue. This points to the need to continue this year's strategy of capping growth in spending for at least a few years into the future so that Bexar County can effectively weather the economic storm.

#### Bexar County Housing Market

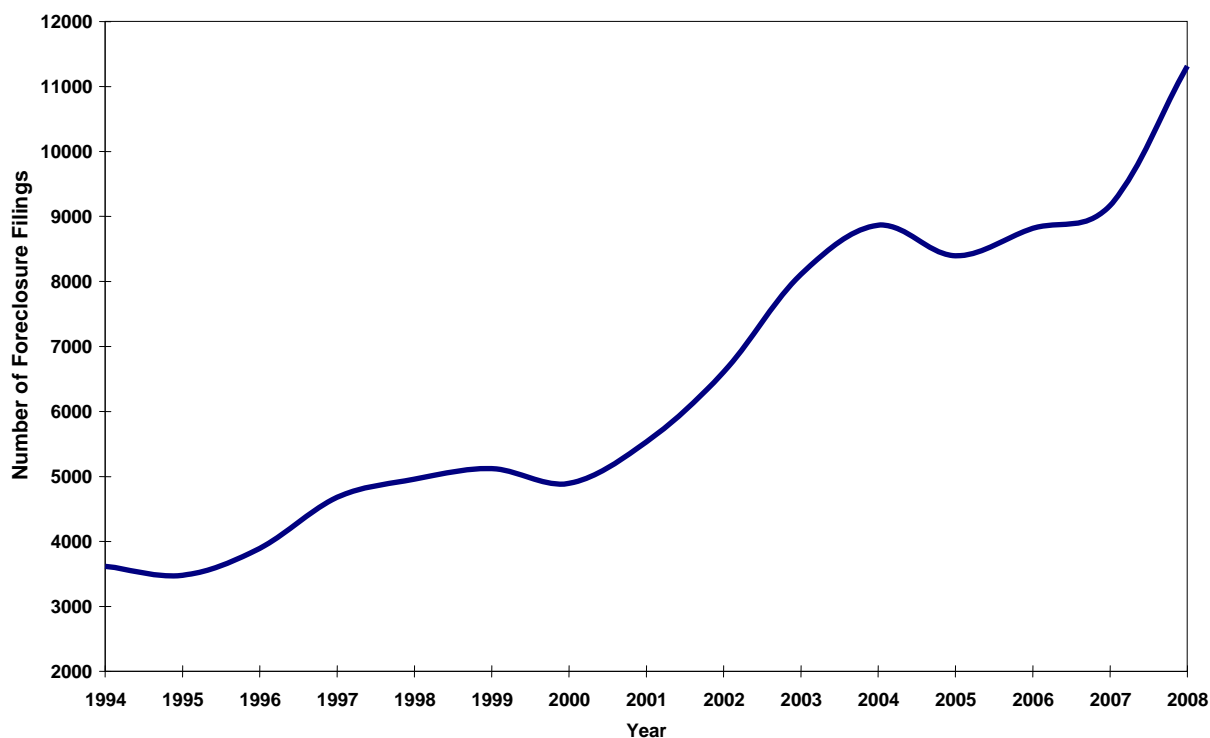
Compared to most of the Nation, Bexar County currently enjoys a healthy housing market. However, signs have shown that the housing market in Bexar County could change considerably over the next few years. For example, the number of single-family housing permits averaged 464 per month in 2007 compared to 290 permits per month through September 2008, a decrease of 37.5 percent. In fact, the number of new single-family home permits has not been at this level since 1994. In terms of foreclosures, 869 properties were filed in September 2008, an increase of 84 properties, or 10.7 percent of September 2007.

Permits Issued over 12 Months



(Source: Real Estate Center at Texas A&M University)

Mortgage Foreclosures in Bexar County 1994-2008



(Source: Bexar County Clerk)

### **Bexar County Industry**

Bexar County is home to a wide variety of industries. These industries include the biosciences, medicine, aviation, tourism, aerospace, and information technology. The military is another major source of industry in the County. The presence of these diverse industries has had a moderating effect in terms of how negative national economic conditions impact the County. Specifically, the County will benefit from major projects, such as the plans for the Fort Sam Houston Base in accordance Realignment and Closure (BRAC) program. This important project and the benefits it will bring point to the need to further advocate for and increase focus on new and diverse business areas being incorporated into the Bexar County community.

San Antonio's bioscience research includes a wide array of basic and applied research. The Southwest Foundation for Biomedical Research is one of the leading biomedical research institutions in the United States, according to the Free Trade Alliance of San Antonio. According to BioMed SA, the healthcare and bioscience industry's economic impact on San Antonio was more than \$15 billion in 2007. The South Texas Medical Center, the University of Texas Health Science Center (UT Health Science Center) at San Antonio, and Brook Army Medical Center are a few of the larger facilities serving our area with healthcare. UT Health Science Center received a \$26 million federal grant to support research innovations (San Antonio Express News) and was named the Country's top Hispanic Research institute in 2007 by the National Science Foundation. Bexar County is home to 33 hospitals, two healthcare institutions, two research centers, and 30 other health, education, treatment, and research facilities (Bexar County Economic Development).

San Antonio is home of military medicine and aviation and is quickly becoming "Security Capital USA" due to the abundance of information security work performed locally. Bexar County is the home to medical research and education for the U.S. Military. Fort Sam Houston will soon become the battlefield

trauma treatment training center. With this comes new construction funding flowing into the community in an amount exceeding \$1 billion in 2008 due to approved recommendations in the BRAC program. Fort Sam Houston is projected to double its medical trainees by 2011 and has planned facilities construction of approximately \$2.8 billion. Fort Sam Houston will become one of the Level I Trauma Centers for the Department of Defense for disaster preparedness.

Tourism is a major part of the local economy, earning \$8.7 billion annually and contributing \$161 million to local government entities. This sector has the second largest impact on San Antonio's economy, following the Bioscience sector. That being the case, this sector will need to be monitored for potential changes as a result of an economic recession. Some major attractions in the Bexar County area include the Alamo, the Riverwalk, AT&T Center, Alamodome, Henry B. Gonzalez Convention Center, Sea World, and Fiesta Texas. Various major events that impact our economy include NCAA Final Four (\$51.6 million), the Army All-American Bowl, plus numerous major concerts and conventions. In the first quarter of 2008, Bureau Convention delegate expenditures reached an estimated \$140 million, according to the San Antonio Chamber.

The aerospace industry is an integral sector of the San Antonio economy because of the major military presence in our community. (Source: The Greater San Antonio Chamber of Commerce). Boeing Logistics Corporation is the largest employer in the aerospace industry. It provides maintenance, repair, and modification to larger aircraft. In 2001, BRAC realigned Kelly Air Force Base (Kelly USA), which is currently Port San Antonio. Port San Antonio had an annual impact of \$3.3 billion between 2007 and 2008, including construction and operations costs. The location of Port San Antonio makes it an ideal port for import/export for Mexican and South American goods, with more than 50 percent going to Mexico. (Source: Port San Antonio, Express News)

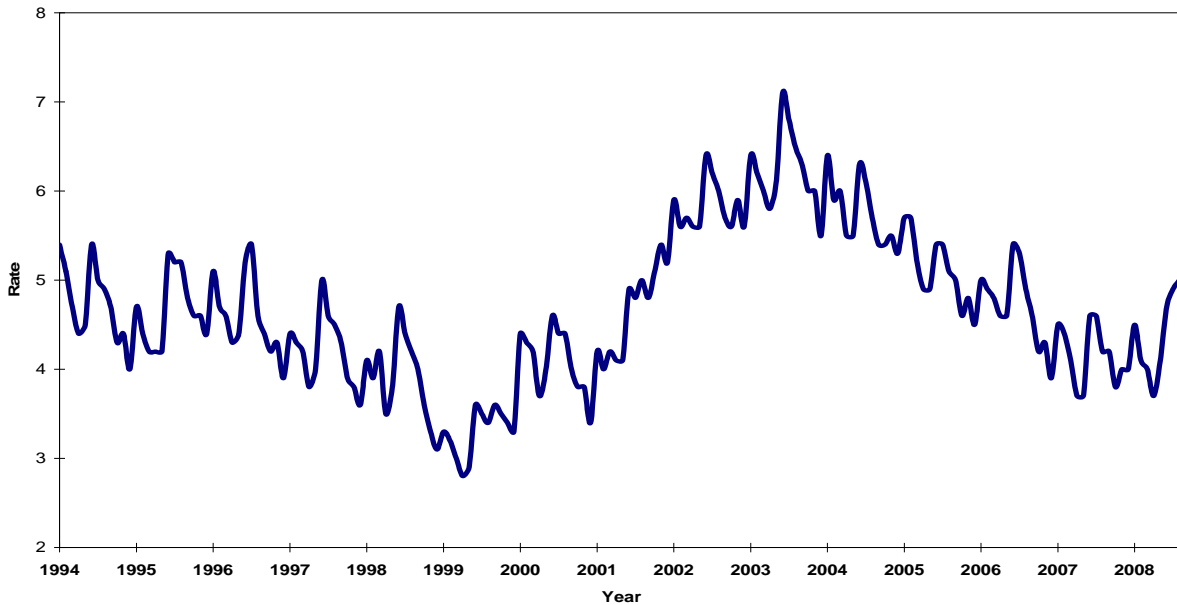
The annual economic impact of the Information Technology (IT) sector exceeded \$3.4 billion in 2007, according to City of San Antonio. Companies, such as AT&T, H-E-B, Valero Energy Corporation, USAA, and Rackspace Managed Hosting, are among some of the largest that employ Information Technology professionals. Rackspace Managed Hosting provides website hosting for an estimated 13,000 customers (Source: Rackspace), including Motorola, Atari, and Appriver. In April 2007, Microsoft finalized plans to move a \$550 million data center to San Antonio. The potential impact of the data center on San Antonio's economy is estimated at \$20 million over a 20-year period. Microsoft plans to create 75 full-time employees with an average wage of \$70,000 annually. The Information Technology sector employs over 12,000 people in San Antonio with a \$43,000 average wage annually.

### **Bexar County Employment**

The average unemployment rate through September 2008 is 4.45 percent compared to 4.15 percent in 2007. As of September 2008, the unemployment rate was 5.1 percent, which is still far below the national average of 6.1 percent. However, Bexar County's unemployment rate has steadily increased from its lowest point of 3.7 percent in April 2008. (Source: U.S. Labor Statistics and Real Estate Center at Texas A&M University) The job market has grown by about 2 percent over the past 12 months ending in August 2008. The San Antonio Business Journal ranked San Antonio 6<sup>th</sup> on a list of the 100 largest metropolitan areas.

Although most news on the employment front is somewhat positive compared to national news in the same arena, there have been a few weak spots in San Antonio. For example, the world's largest telecommunications provider, AT&T, recently announced it will move its headquarters to Dallas from San Antonio. AT&T officials will move approximately 700 corporate employees to Dallas, including the company's legal, finance and human resource departments, resulting in about 5,000 employees remaining in San Antonio. Additionally, the financial sector crisis has caused layoffs from San Antonio financial firms such as Washington Mutual and Wachovia. Continued layoffs and a slowly decreasing job growth rate further point to the fact that County leaders should increase emphasis on recruiting new and diverse businesses to Bexar County.

Unemployment in Bexar County since 1994



(Source: Real Estate Center at Texas A&M University)

### SUMMARY

The recessionary movements of the U.S. economy and the increase in job cuts and unemployment have had a drastic affect on the national economy. Foreclosures have pulled down housing prices in the market and eroded the values of homes leaving many without equity. The economy continues to decline and unemployment continues rise making 2009 as uncertain as any year in history. Even though Bexar County has not felt the full effects of the national economic downturn, it is too early to declare the County unscathed. The unpredictability of the economic situation necessitates a prudent approach to financial decision-making to ensure positive financial results over the near-term. This year's strategy of capping growth in spending will be the first step in an essential, comprehensive approach to maintaining financial stability while still providing fundamental services to County citizens.

# **FIVE YEAR FINANCIAL HISTORY**



## Five Year General Fund History

Understanding the historical trends in Bexar County's annual budget can contribute to a better understanding of County priorities and its commitment to meet the service demands of its growing population efficiently and fairly. As the population increases, the demand for services increases as well -- particularly in unincorporated areas where citizens often expect services that are traditionally provided by municipalities. Other factors such as inflation, legislative mandates, jail population increases, additive program changes, capital planning initiatives, and employee benefit costs have impacted the Bexar County budget over the last five years.

In FY 2004-05 the adjusted General Fund was \$236.7 million. Funding for Public Safety and Juvenile Welfare were the primary factors contributing to the increase. Twenty-eight additional positions were funded in the Sheriff's Office Law Enforcement Budget at a cost of \$1.7 million, and \$1.6 million was funded to increase and expand Juvenile Welfare service delivery, including 31 new positions. Many of the increases mentioned above were the result of unfunded mandates imposed by the State. These unfunded mandates create a great burden on cities and counties to stretch already scarce resources. Bexar County was able to limit budgetary increases by proactively managing increases in health care costs.

In FY 2005-06 the adjusted General Fund was \$298.5 million. The increase was mainly attributable to employee compensation enhancements (\$3.8 million), the addition of 61 new positions (\$3.0 million) -- mainly for the Constables and Justice of the Peaces (24) and the Sheriff's Office (8). Contingencies in the amount of \$2.5 million were budgeted to address changes in accounting methods and the continued increases in indigent defense and detention population.

The FY 2006-07 adjusted General Fund was \$345.1 million. The increase for FY 2006-07 was driven primarily by program changes (52 new positions County-wide) necessary to meet the growing service demands of the County's expanding population, increased funding for public safety programs (including jail population initiatives), increased contingency funds, and special one-time debt payments.

The FY 2007-08 General Fund estimate totals \$367.5 million, a 6.5% (\$22.4 million) increase over the FY 2006-07 estimate of expenditures. As directed by Commissioner's Court, the FY 07-08 General Fund budget was limited to a level that could be supported by a 5% increase in ad valorem revenue plus increases from other revenue sources. The \$22.4 million increase includes \$2.7 million to fund the step-plan in the second year of the collecting bargaining contract with the Deputy Sheriff's Association of Bexar County, \$1.5 million for market study salary adjustments for non-exempt employees, \$2.2 million for other compensation programs, \$7.0 million for expanded or new services, and \$7.3 million to help address mandates pertaining to jail population and future retiree health care costs.

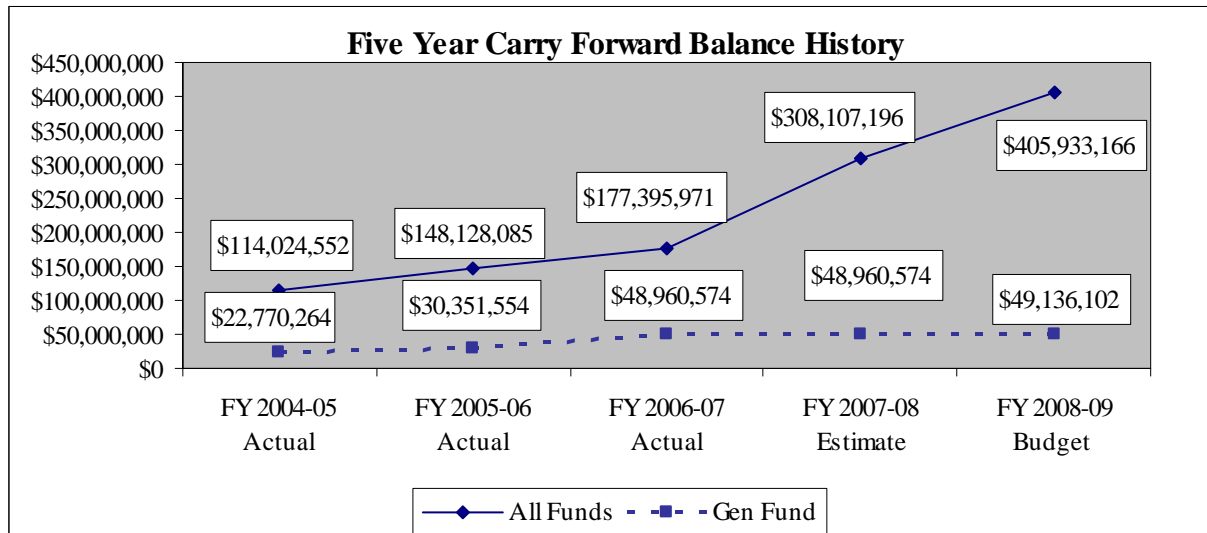
The FY 2008-09 General Fund Adopted Budget totals \$375.2 million, a 7.12% (\$22.7 million) increase over the FY 2007-08 estimate of expenditures. As directed by Commissioner's Court, the FY 2008-09 General Fund budget was limited to a level that could be supported by a 5% increase in ad valorem revenue plus increases from other revenue sources. The \$22.7 million increase includes \$3.8 million to fund the step-plan in the second year of the collecting bargaining contract with the Deputy Sheriff's Association of Bexar County, \$5.1 million for market study salary adjustments for exempt employees and other compensation programs, and \$2.3 million for expanded or new services. Additionally, \$4.9 million in undesignated funds is appropriated for unanticipated expenditures. The Adopted Budget includes a General Fund appropriated fund balance of \$34.1 million to meet our commitment to the rating agencies to maintain operating reserves of at least 10 percent.

## Five Year Carry Forward Balance History

The carry forward fund balance represents the sum of unspent funds from the previous year. Graph 1 below illustrates the fund balances both realized and anticipated over the past five years in all funds as well as the General Fund. The appropriated fund balances are budgeted much like any other item. However, these balances are designed to be spent only in emergencies or unexpected duress. These balances provide a financial “cushion” for extraordinary circumstances.

Beginning FY 2004-05 Adopted Budget, strategies were implemented to bring recurring revenues and ongoing expenditures into alignment. The strategies represented a balanced approach, relying on both revenue enhancements and additional revenue as a result of increased property valuations. As a result of these strategies, in FY 2004-05 revenues exceeded expenditure. Projections now indicate that with the financial restructuring strategies developed in the FY 2004-05 and with County offices and departments working cooperatively in future years to manage our resources strategically and with accountability, projections for the next five years will be manageable.

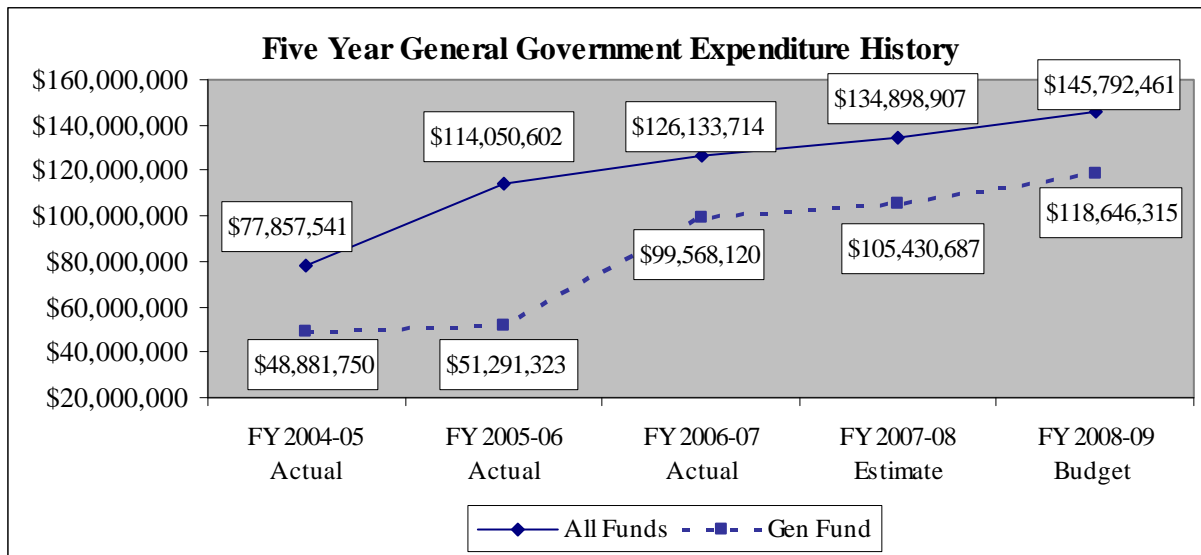
In the capital funds, the appropriated fund balances amounts are significantly higher. In capital projects, some projects are multi-year undertakings, so their funding carries forward to the next year. In FY 2006-07 several large multi-year projects were budgeted, but not yet completed resulting in a high carry forward balance for FY 2008-09 in the All Funds category.



Graph 1 – Five Year Carry Forward Balance History

## Five Year General Government Expenditure History

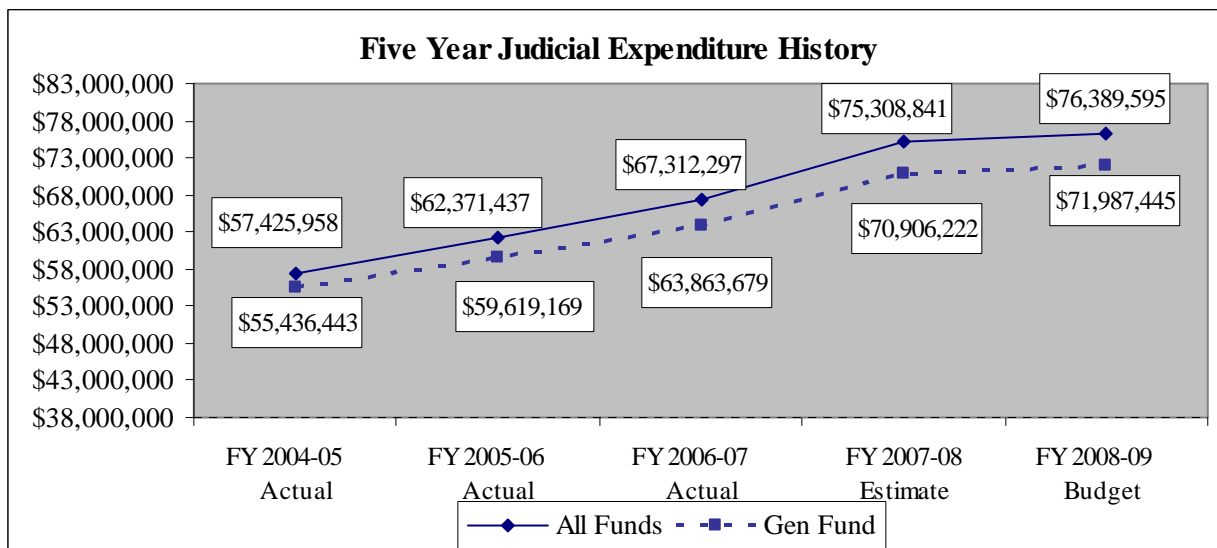
The General Government section includes departments and offices such as Commissioners Court, the County Auditor, Purchasing, Information Services, the County Clerk, the Tax Assessor-Collector's Office, and other costs such as health insurance claims expense. Expenditures within this section have generally increased. The FY 2008-09 Adopted Budget appropriates \$146 million across all funds for these functions. This equates to a five-year average rate of increase of 18 percent per year in the General Fund. In the FY 2008-09 General Fund Adopted Budget, \$118.6 million is appropriated equating to an average increase of 29 percent per year over the same five year period. The appropriations for General Government for all funds include funds budgeted in the County's Self Insured Funds. These funds were budgeted beginning in FY 2002-03. In FY 2008-09, the Self Insured Funds include \$27.2 million for general government expenditures including the health insurance fund. The increase within General Government in the General Fund in FY 2008-09 is attributable to funding the GASB-45 liability in the amount of \$2,500,000, \$3.8 million to fund the compensation step plan of the collective bargaining contract with the Deputy Sheriff's Association of Bexar County, and \$5.1 million for compensation adjustments.



Graph 2 – Five Year General Government Expenditure History

## Five Year Judicial Expenditure History

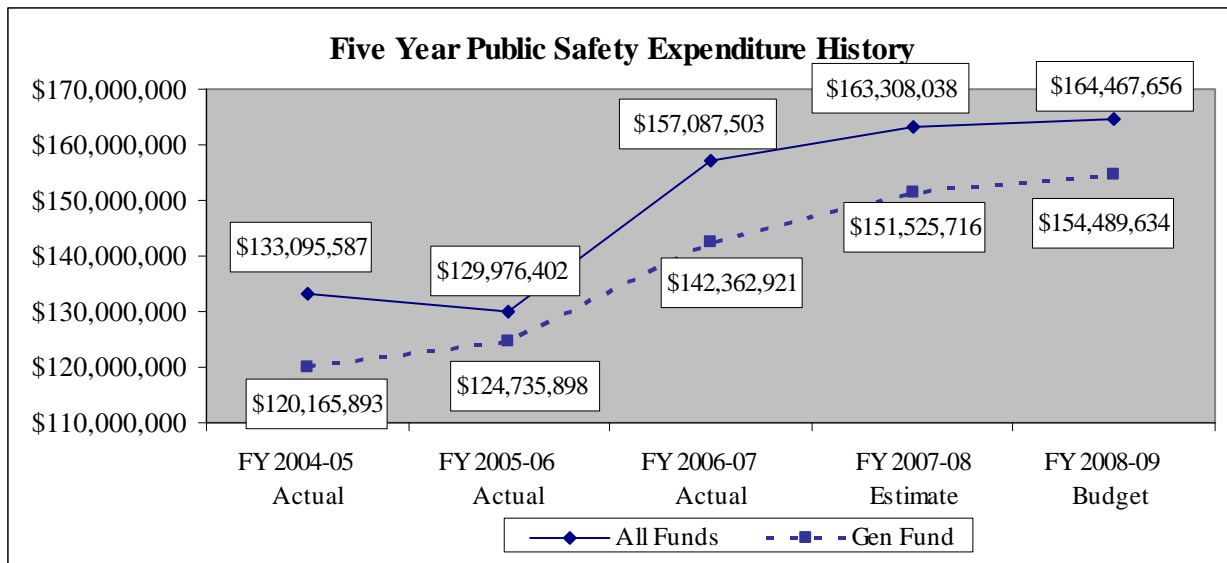
Expenditures on Judicial functions in all funds have increased at an average rate of 7 percent per year. Appropriations for these functions such as the District Attorney’s Office, all District, County, and Justice Courts, the District Clerk’s Office, and public indigent defense are impacted by both the number of cases handled and the number of courts operated. The Texas Fair Defense Act was implemented in January 2002, and since that time, court appointed counsel fees for indigent defendants have decreased to an estimated \$9,060,000 for FY 2008-09. The lowering costs are attributable to an anticipated cost savings associated with the establishment of the Mental Health Advocacy program. The FY 2008-09 Adopted Budget includes funding in the amount of \$76,389,595 for judicial functions. Additional funding is allocated for Visiting Judges for all courts to increase the number of cases to be heard. In FY 2008-09 Bexar County will continue to operate as the primary management system for Central Magistration instead of the City of San Antonio. Bexar County will relocate county dockets and perform magistration services at the Frank Wing facility. The FY 2008-09 county investment in Central Magistration totals \$3,074,439. Through the joint operation and maintenance of central booking and magistration at the Frank Wing Municipal Court Building, the invested parties are reducing costs and more effectively utilizing available resources.



Graph 3 – Five Year Judicial Expenditure History

## Five Year Public Safety Expenditure History

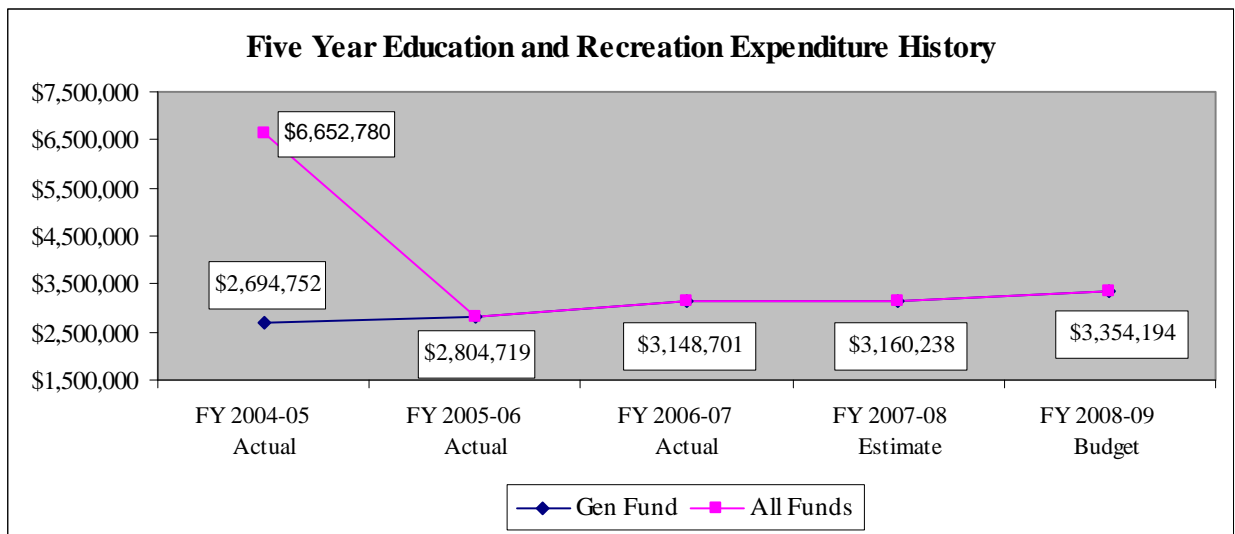
Public Safety expenditures have risen at an average rate of approximately 6 percent per year. The expenses associated with this category include all law enforcement operations, capital improvements and construction, operation of all detention facilities, and all grants associated with law enforcement. In FY 2004-05 increases in Public Safety was attributable to forty-six additional positions funded in the Sheriff's Office Law Enforcement Budget for a total of approximately \$3 million, as well as juvenile detention projects approved in the bond referendum of November 2003. The slight decrease in the General Fund in FY 2005-06 represents a shift in cost from Public Safety to General Government in the amount of \$2,542,936 for the transfer of all electricity and gas, as well as water and sewage costs for the Adult and Juvenile Detention facilities. The sharp increase in the General Fund for Public Safety in FY 2006-07 resulted from the county's first collective bargaining agreement with its Sheriff's Office uniformed deputies costing approximately \$7.4 million as well as 28 new positions. The number of juvenile referrals to the probation and detention system has grown from 8,812 per year in FY 2001-02 to over 12,000 in FY 2006-07. In response to that significant increase in juvenile referrals the FY 2007-08 Adopted Budget added 50 full-time positions. The FY 2008-09 Adopted Budget funds four Deputy Sheriff-Law Enforcement positions and one Law Enforcement Sergeant for a Patrol Power Shift, one Law Enforcement Investigator position in the Criminal Investigation Division to enhance the sex offender registry and monitoring program, and one Fleet Maintenance Supervisor position and one Fleet Technician position are funded to civilianize functions currently being performed by certified law enforcement officers so that the officer's training may be utilized fully to serve the public. Additionally, Funding for 17 positions is provided in the FY 2008-09 Non-Departmental Adopted Budget for the civilianization of positions in the Jail and hospital escort monitoring duties. The authorization for these positions is contingent on reaching an anticipated agreement with the Deputy Sheriff's Association of Bexar County and the Sheriff's Office for use of 208 additional beds. The additional 17 positions enable the Adult Detention Center to increase its bed capacity from 4,390 to 4,598, while remaining in compliance with the Texas Commission on Jail Standards regulations.



Graph 4 – Five Year Public Safety Expenditure History

## Five Year Education and Recreation Expenditure History

Expenditures in the Education and Recreation category represent a relatively small percent of all County operating appropriations, which includes Infrastructure Services-Parks, Agricultural Extension Services, and a portion of Elections. In FY 2004-05 \$4.5 million in All Funds expenditures is due to the initial grant funding awarded to Bexar County by the Texas Secretary of State's Office for the Help America Vote Act (HAVA). Infrastructure Services has provided a Parks Master Plan with a total of ten new park acquisitions proposed to be completed by 2020. This master plan also includes renovations to seven existing parks. The anticipated total budget to complete the Parks Master Plan is an estimated \$19.6 million. The Parks Master Plan follows along with the Texas Parks and Wildlife Department's guidelines in assessing the needs for the parks. These guidelines take the demand, standards, and resources in accordance with the local area. According to the Parks Master Plan, County parks served approximately 1.6 million to 1.7 million attendees in FY 2005-06 and FY 2006-07 combined. The grand total for park investments in the FY 2008-09 Adopted Budget is \$487,000, which include all supplements and new projects.

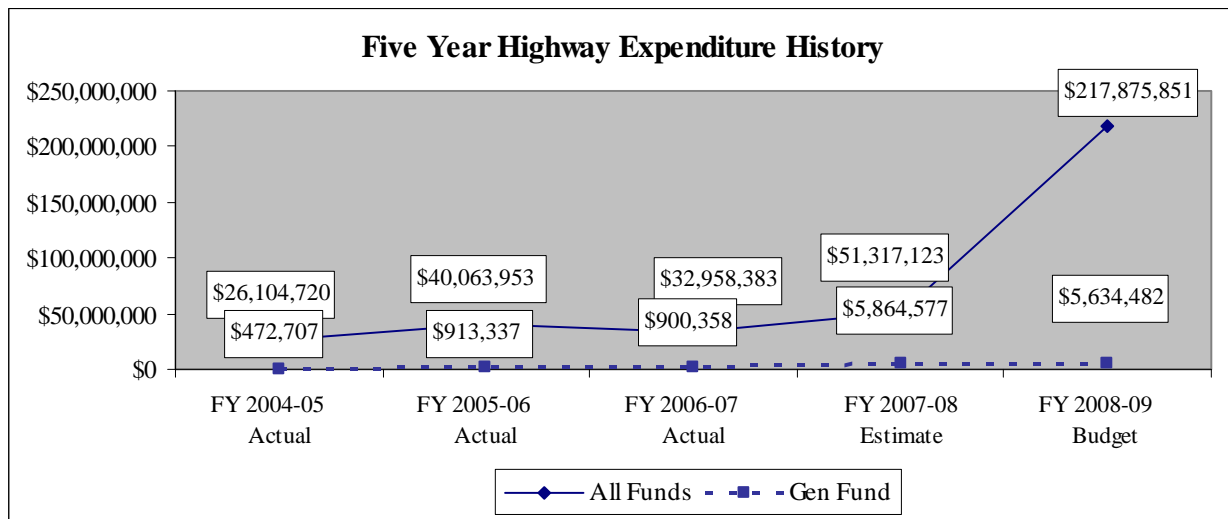


Graph 5– Five Year Education and Recreation Expenditure History

## Five Year Highways Expenditure History

The Highway Expenditure group includes funds such as Farm to Market Lateral Road, Special Road and Bridge, Economic Development, and the 2003 Bond Referendum. The main contributing factor to the increase in all funds in FY 2005-06 and FY 2006-07 has been funding for the 2003 Bond Referendum in the amount of \$18.8 million and Economic Development in the amount of \$16.2 million. In 2003 Bexar County citizens approved a \$99.2 million bond package to fund capital improvement projects in four major areas. Bonds for these projects were sold in phases in order to meet the County's commitment not to raise taxes to support these issuances. \$23.6 million bond referendum is left to issue in FY 2008-09. Design and construction of Culebra and Blanco Roads began during FY 2006-07. These projects were originally on the Texas Department of Transportation's (TxDOT) project list for completion at some time several years into the future. However, a pass-through financing arrangement between Bexar County, TxDOT and the Advanced Transportation District (ATD) has allowed these projects to be accelerated so that they will be completed by the end of 2008. Bexar County issued debt in the amount of \$22.385 million for Culebra Road during FY 2006-07 and will issue debt for Blanco Road in the amount of \$33.5 million during FY 2008-09. The Adopted Budget also recommends considering enhanced access to Fort Sam Houston for the next series of future ATD funded projects.

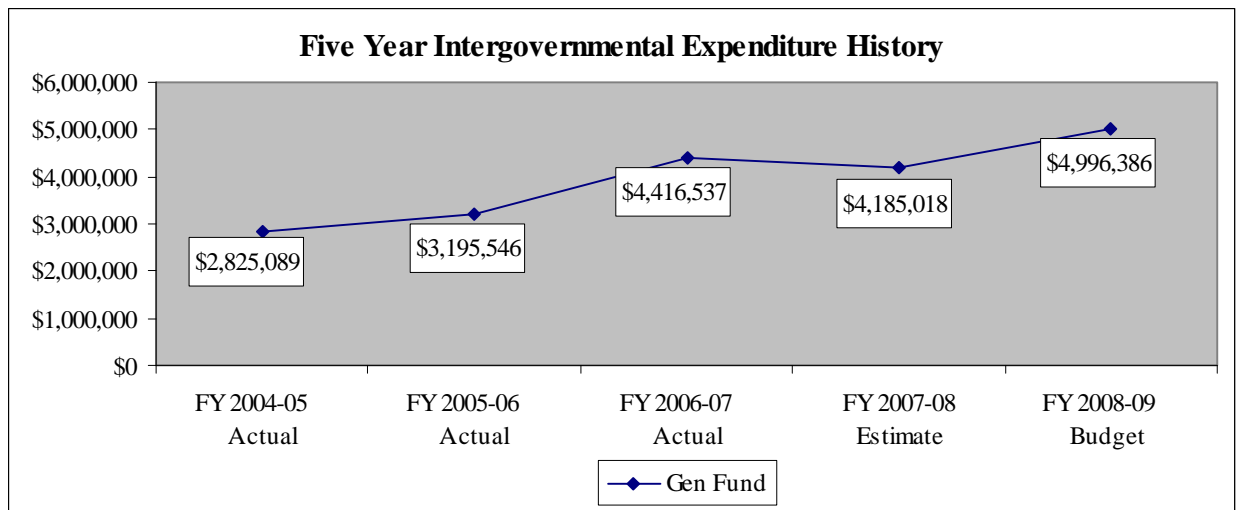
The FY 2008-09 Adopted Budget allocates \$20,985,727 for capital projects in the Multi-Year Project portion of the Road and Bridge Fund. Of this amount, \$8.5 in new funding is for existing and new projects. These projects are all in addition to the road projects funded through the 2003 Bond Referendum and the Economic Development Capital Fund. There is a significant decrease in funding in the Farm to Market Lateral Road Fund. The significant decrease is due to the change of funding from Farm to Market Lateral Road to the Special Road and Bridget fund. An amount of \$4,240,000, deposited into the General Fund from Vehicle Sales Tax receipts will now be transferred into the Farm to Market Lateral Road Fund. Additionally, expenses previously charged to the Farm to Market and Lateral Road Fund will be charged to the Special Road and Bridge Fund. For the next two years, the accumulated fund balances proposed for these two funds should be sufficient to maintain current levels of operation. After that, however, the Farm to Market and Lateral Road Fund will no longer be self supporting. At that point, the County will need to determine if, for the first time, it wishes to use General Fund maintenance and operational funding to support road operations.



Graph 6 – Five Year Highways Expenditure History

## Five Year Intergovernmental Expenditure History

The Intergovernmental Expenditures category is comprised primarily of payments to the City of San Antonio for library and animal control services provided to County residents and paid from the General Fund. The library contract provides that the County pays a proportionate share of the total library costs based on the number of non-City of San Antonio residents using the library as a percent of the total patronage usage. For FY 2008-09, the estimated cost of library services is \$3,521,337 based on approximately 15% of patronage usage expected to be from unincorporated areas of the County. The environmental health services contract for FY 2008-09 is expected to cost \$125,049. The County fully funds four Animal Control Officers, including vehicles dedicated to pick up animals only in the unincorporated areas. Additionally, the County pays for kenneling, rabies observation and euthanasia as a percent of the total usage. Animal control services provided by the City to citizens residing in the unincorporated areas of the County is funded at \$600,000 for FY 2008-09. Contracted payment amounts for FY 2008-09 for these services to be provided by the City of San Antonio total \$4,996,386.



Graph 7 – Five Year Intergovernmental Expenditure History

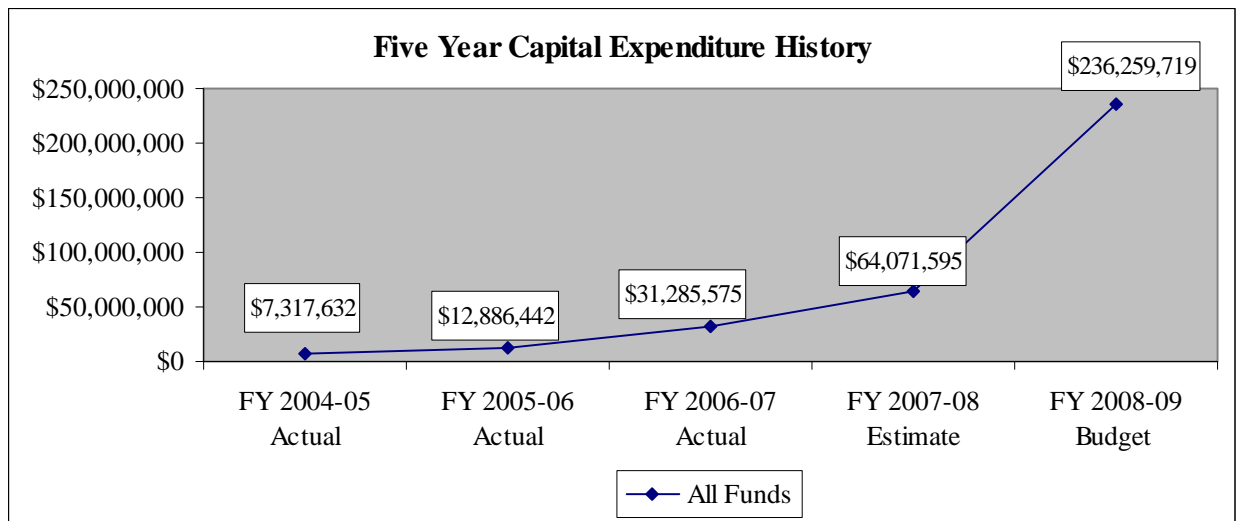


## Five Year Capital Expenditure History

Capital Expenditures are funds appropriated for assets or projects with a useful life of several years or more. Capital expenditures are often funded through debt issuances, and often cost tens of millions of dollars. The final portion of the County’s capital projects approved by the voters in November 2003 is included in the FY 2008-09 Adopted Budget. This referendum included \$99.2 million in road projects, adult and juvenile detention facilities’ improvements expansions and new facilities, as well as other County buildings.

The goal for the County in FY 2008-09 will be to complete on-going capital projects to bring the County’s infrastructure up to date. Additional funding has been provided to existing projects in order reach this goal. Some major improvements include the Courthouse, Adult Detention Center (ADC), County Parks, and other County buildings. Major new projects include the Capital Lease Buyout (\$8.5 million), Firing Range (\$2.5 million), PC Replacement County Wide '09 (\$1.9 million), Vehicle Replacement (\$1.7 million), and the Camp Bullis Conservation Easement (\$1 million. On-going major projects that were given additional funding include the Haven for Hope Homeless Shelter (\$5 million), Courthouse Roof Repair (\$3.2 million), Central Magistration Build Out Project (\$3 million), Energy Upgrades (\$3 million), and the Juvenile Facilities Project (\$3 million). Some major on-going projects for the Adult Detention Center (ADC) were given additional funding, which include Replacement of 11 Air-Handler Units (\$2.5 million), Adult Detention Center (ADC) Waterproofing of Masonry Envelope, and Exterior Cleaning (\$1.3 million), and Roof Replacement and Phase Two Replacement of Rooftop Air Conditioners at ADC Annex (\$2,015,000). Other projects that are included in capital will help improve the functionality of the County to better serve the citizens. These projects include new technology software that will improve the functions of the County and create cost savings once a program is implemented.

FY 2008-09 supports an aggressive building program for Bexar County. Some are funded through the 2003 Bond Program and others through traditional long-term debt issuances. All are multi-year capital projects that have been previously identified and are continuing in FY 2008-09.

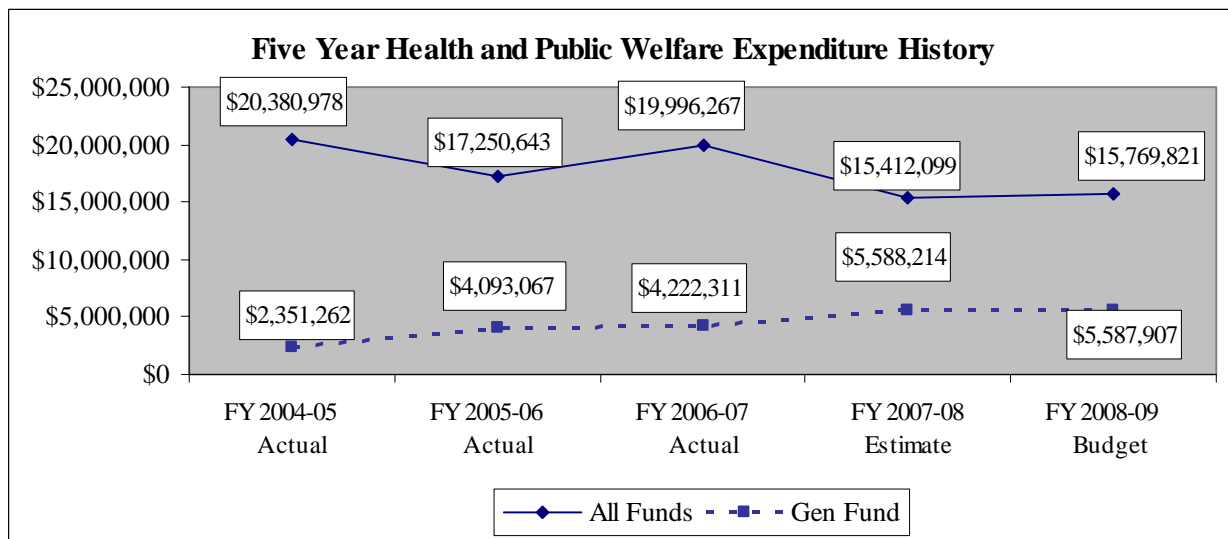


Graph 8 – Five Year Capital Expenditure History

## Five Year Health and Public Welfare Expenditure History

The Health and Public Welfare expenditures have experienced fluctuations over the past five years, as most of the expenditures are grant related and grant funding varies one year to the next. The decrease in FY 2004-05 within all funds is reflective of a decrease of \$2.5 million in grant funding within the Health and Public Welfare section. The FY 2008-09 Adopted Budget for the General Fund includes increased funding for the Department of Community Initiatives and new programs established in that department. Grant funding for Health and Public Welfare programs in FY 2008-09 total \$9,117,953 in new and continuing grant-funded programs. Some of the major Community Investment programs and initiatives supported by this FY 2008-09 Adopted Budget include:

- Mental Health Initiative
- The Child Welfare Board will continue to receive funding to employ an Intensive Family Based Safety Services unit and address high risk child welfare cases, funding for Project Swift, and Project Push
- Community Development and Block Grant Programs funded in the FY 2008-09 Adopted Budget include six public service projects (\$253,238), four public facility projects (\$198,050), and eight infrastructure projects (\$899,320).



Graph 9 – Five Year Health and Public Welfare Expenditure History



Bexar County does not have a premier tournament baseball complex. With an upgrade to their Little League (12 and under) and Big League (13 thru 18) fields, McAllister Park Little League will enhance their ability to host tournaments at the State and Regional levels for Little League baseball and softball. A Regional Tournament will bring teams from around the state of Texas and 6 surrounding states.

**PERFORMANCE REVIEWS  
AND  
SPECIAL STUDIES**

## **Financial Management System**

Bexar County's current financial system became operational July 1, 1996. In FY 2006-07 Commissioners Court recognized that a new system was needed to meet the County's growing needs specifically in the areas of financial accounting, purchasing and budgeting. It will enable County users to have access to better management information through reports and queries regarding requisitions, financial cost and accounting information, and the impact on annual budget appropriations. The multi-year project was funded at \$7,500,000.

During FY 2007-08 Bexar County and its consultant issued a request for proposal for vendors to supply services to the County for the new financial management system, including hardware, software, and data conversion and archiving. Seven vendors responded. The executive committee for this project is working to reduce this list to two. Demonstrations are scheduled to begin October 2008, with final vendor selection and contract award in December 2008. The system is expected to go live in FY 2010-11.

## **Assessment of Security Services**

During the FY 2007-08 budget process, several requests were made for additional security personnel (Bailiff's) for the County Courts at Law, Impact Court, Child Support Courts, and Children's Court. In addition, a request for stricter security was made for the County's Vista Verde facility, a building that does not support courtroom functions but houses a number of County activities including the Tax Office which processes large sums of money daily. The Sheriff's Office has also expressed concerns over the logistics of securing entrances within Bexar County facilities.

A request for proposals was developed to select a vendor to review the effectiveness of security provided within all county facilities including courtrooms with regards to the number of bailiff assigned to each district, civil, and county court as well as the door security and determine its effectiveness. The review is to include the security of facilities that do not maintain courtrooms. A comprehensive report on the level of security within all Bexar County facilities is to be produced by the successful vendor.

The proposals from the six responding vendors are being evaluated by staff to develop a recommended vendor to Commissioners Court in November 2008. The comprehensive report is expected to be delivered in January of 2009.

## **Outside Agency Funding Application Process**

Outside agencies provide important social and environmental services, education programs, economic development initiatives, and other services for Bexar County citizens. County funding of an Outside Agency had generally been considered a one-time, last resort contribution. Since County funding of outside agencies has grown, during the FY 2007-08 Budget Process Commissioners Court deemed it necessary to direct staff to develop a systematic process to evaluate, prioritize and recommend funding for outside agencies to the Court.

The process was presented to Commissioners Court on August 6, 2008. The Process had the Court set aside a fixed amount of funds for outside agencies during the Budget Cycle. Applications, community Service or Economic Development, would be due and accepted no later than October 1<sup>st</sup> every year. The applications were to be evaluated by the Planning and Resource Management Department and the managing department. It was recommended that the funding cycle be based on a calendar year instead of the fiscal year to separate the evaluation and award process from the Budget Cycle. Commissioners Court chose to defer action on staff recommendations until the next Budget Cycle.

## **Pre-Trial Resource Allocation Study**

Commissioners Court ordered the Planning and Resource Management Department to conduct a resource allocation study on Pre-Trial Services to enhance other on going jail population mitigation efforts. The results of the project included identification of core missions, development of a performance scorecard, a staffing analysis tool to be used during the annual budget process, and strategies that incorporate technology and streamlined business processes. Additionally, the study followed up on the Performance Review of Pre-Trial during FY 2003-04 which identified a number of technology improvements and operational strategies to improve organizational efficiency.

The allocation study was performed in two phases, Phase I on the Intake Division, whose core mission is to divert people from jail through the use of PR Bonds and supervise them until they go to trial, while ensuring the safety of the Community. Phase II was on the Supervision Division, whose core Mission is to ensure the safety of the Community through structure supervision of those released on PR Bond pending adjudication. The findings and recommendations were presented to Commissioners Court on August 28, 2008, at which time the Court directed Planning and Resource Management to initiate a Phase III for technology implementation in FY 2008-09.

The technology implementation phase was ordered because the Bexar County Pre-Trial Services Department is currently operating on a highly inefficient method of managing cases. It is believed, with the assistance of new supervision technologies and an effective case management system, Pre-Trial Services will be able to alleviate workload. The project will detail the pre-trial supervision technology currently available and identify the effectiveness of those already implemented in other pretrial agencies. Information will be gathered from the manufacturers of the supervision products. The effectiveness of those products in other agencies will be analyzed to measure their compatibility and usefulness in Bexar County's Pre-Trial Services Department. Implementation of the technology identified is believed to create efficiencies in the case management process. Findings and recommendations are planned to be presented to Commissioners Court in May 2009.

## **Court Appointed Attorney Fees**

During recent years, Court Appointed Attorney fee expenditures have increased significantly in all Bexar County Courts, Criminal District Courts, Civil District Courts, County Courts-at-Law and Juvenile District Courts. In August 2005, the Bexar County Appellate Public Defenders office was created to help mitigate the rising costs of indigent defense for appeals cases in the 4<sup>th</sup> Appellate Region. During the FY 2006-07 budget process, Commissioners Court directed the Planning and Resource Management Department to evaluate the escalating trend of Court Appointed Attorney fee expenditures. In a report presented to Commissioners Court in January 2007 two primary factors were identified as having a direct impact on the increased expenditure rates: 1) a growing number of cases requiring appointment of legal representation, and 2) an increase in the average cost per case over the recent years. Court Appointed Attorney fee expenditures are highly unpredictable because they are dependant upon the caseload and complexity of the cases involved. The Planning and Resource Management Department continued to study the cost-drivers of Court Appointed Attorney Fee expenditures in FY 2008-09 to identify potential strategies for mitigating those costs.

The finding and recommendations of the study were presented to Commissioners Court on September 23, 2008. The Court directed Planning and Resource Management to further study appellate indigent defense expenditures because they are far exceeding what Bexar County spent prior to the inception of the Appellate Public Defender's Office. No further expansion of this program was ordered pending coordination with stakeholders to examine current program and expenditure practices, including but not

limited to a Request for Proposal, with open bidding to public and private entities for a Term Contract Program. A term contract has Bexar County contracting with a firm or group of private attorneys acting to provide legal representation to indigent defendants.

### **Juvenile Institutions Staffing Analysis**

The scope of this project was to produce a staffing model to ensure the Juvenile Institutions are adequately staffed to comply with the required Detention Officer to resident ratios (Texas Administrative Code, 343.32 Supervision, (c)(1)(A), Supervision Ratios). Supervision standards require that “the juvenile detention officer to resident ratio shall not be less than (i) one juvenile detention officer to every 8 residents during program hours and (ii) one juvenile detention officer to every 18 residents during non-program hours.”

The FY 2007-08 Adopted Budget directed a formal staffing analysis be conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department in FY 2007-08. The Juvenile Probation Department had determined that the use of permanent staff, temporary staff, and overtime pay, which resulted from a staffing analysis conducted by the Juvenile Probation Department and Planning and Resource Management Department in FY 2004-05, was no longer an effective staffing strategy to deal with fluctuations in population. The Department proposed to staff the detention facilities with permanent staff, using a relief factor of 1.61 per post. The staffing analysis was to validate a post staffing ratio for future needs, including the expected expansion of the Mission Road Facility.

The staffing analysis resulted in a program change authorizing the addition of 12 Juvenile Detention Officer I positions and three Residential Treatment Officer I positions at an annual cost of \$527,348. The positions were approved as a result of recommendations from a staffing analysis conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department that established a relief factor of 1.73. The analysis recommendations are intended to be phased-in over a two year period, future year budget restraints permitting.

## **Strategic Issues**

Bexar County continuously looks ahead by taking a proactive approach to manage growth of our County. The FY 2008-09 Adopted Budget includes a long term plan that emphasizes a fiscally responsible approach to place Bexar County in a position to meet its obligations to its citizens in an environment of economic uncertainty.

Expanding operations in key service areas, such as public safety is essential due to the increase in the demand for County services. Additionally, the unincorporated area of the County is experiencing population growth, which results in a demand for County services. Despite the growth of our local economy, the national economic environment shows increasing signs of uncertainty, such as the stressed housing markets, increasing energy prices, and tighter credit lending to consumers. This budget positions the County to deal with this challenging economic environment by encouraging operational efficiency from County departments and offices and recommending managed growth of County services to the community.

The County is continuing financing for the second year of the 10-year \$590 million flood control program and is adding a patrol power shift to reduce response times by the Sheriff's Office. The County is also working on community venue projects that were approved by the voters of Bexar County. The projects, which include improvements to the San Antonio River, AT&T Center, Freeman Coliseum and the creation of sports facilities and a Performing Arts Center, will meet the community needs, attract visitors, and strengthen our local economy.

The County's Capital Improvement Program includes several major projects including the Justice Center Expansion, a new Adult Probation Facility, new and improved Juvenile Probation facilities, two parking garages, and continued development of an Adult Detention Center Campus.

The juvenile justice system also benefited from the long-term proactive approach adopted by Bexar County. Since 2003, Commissioners Court added 87 new positions and funded over \$7 million in technology improvements for the Juvenile Probation Department. This adopted budget authorizes the addition of 15 full-time positions for the juvenile detention facilities.

Upgrades to enhance energy efficiency measures are continuously funded by the County. Measures, such as full automation of temperature controllers, relays and programming for heating ventilation and air conditioning operations will lower energy consumption and utility costs. The County is also assessing its carbon footprint as part of the Carbon-Neutral Initiative. Assessing the County's carbon footprint will assist in developing recommendations to reduce emissions and install green technologies, such as solar and wind power. Enhancing energy efficiency is a goal the County adopted to maximize available energy-efficient conservation technologies while utilizing sustainable materials and approaches in the maintenance, operation, design and construction of all County assets.



Planning for the FY 2008-09 budget process included evaluating existing programs operated by County departments and offices for efficiency. Any authorized positions and/or programs identified as operating inefficiently were requested to provide a remediation plan or were proposed for deletion to Commissioners Court. An on-going evaluation of County programs and positions will ensure that our County Government is operating at an optimal efficiency level.

This budget will successfully manage the needs of the community and these challenging economic times. By anticipating the long-term needs of our citizens and continuously examining the County's efficiency, the mission of building a better community through quality services will be achieved.

# **GENERAL FUND**



The Performing and Educational Arts Center, to be located inside the historic Municipal Auditorium, will accommodate approximately 1,700 guests. Additional features propose an opening to the San Antonio Riverwalk and enhancements to the Veterans Memorial Plaza. The picture above is an artist's rendition of how the front of the facility will look after renovations, while the picture below shows a current view of the area.



**Bexar County, Texas**  
**General Fund Summary**  
**Fiscal Year Ending September 30, 2009**

	<b>FY 2006-07 ACTUAL</b>	<b>FY 2007-08 ESTIMATE</b>	<b>FY 2008-09 BUDGET</b>
<b>AVAILABLE FUNDS</b>			
<b>Beginning Balance</b>			
Undesignated Funds	\$48,726,754	\$53,893,028	\$ 49,136,102
Designated for Encumbrances	\$233,820		
<b>Total Beginning Balance</b>	<b>\$48,960,574</b>	<b>\$53,893,028</b>	<b>\$ 49,136,102</b>
<b>Revenue</b>			
Ad Valorem Taxes	\$ 213,393,619	\$ 228,456,028	\$ 239,638,400
Other Taxes, Licenses and Permits	9,712,030	11,526,923	12,783,200
Intergovernmental Revenue	5,278,844	5,699,711	6,007,768
Court Costs and Fines	25,653,892	25,558,154	27,142,100
Fees on Motor Vehicles	5,132,575	5,368,891	5,336,300
Other Fees	13,018,671	11,199,287	10,799,984
Detention Board Bills	761,025	712,830	771,800
Commissions on Ad Valorem Taxes	2,885,884	2,723,775	2,599,403
Revenue From Use of Assets	19,518,906	18,435,168	16,991,550
Sales, Refunds and Miscellaneous	4,199,003	3,917,534	3,933,800
Subtotal	<b>\$299,554,449</b>	<b>\$313,598,301</b>	<b>\$326,004,305</b>
Interfund Transfers	416,490	44,145	44,145
<b>Total Revenues</b>	<b>\$299,970,939</b>	<b>\$313,642,446</b>	<b>\$ 326,048,450</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$348,931,513</b>	<b>\$367,535,474</b>	<b>\$ 375,184,552</b>
<b>APPROPRIATIONS</b>			
General Government	\$60,765,130	\$ 67,549,010	\$ 65,827,246
Judicial	63,863,679	70,906,222	72,953,302
Public Safety	142,362,921	151,525,716	154,773,072
Education and Recreation	3,148,701	3,160,238	3,356,194
Highways	900,358	5,864,577	5,634,482
Health and Public Welfare	4,222,311	5,588,214	5,896,037
Intergovernmental Expenditures	4,416,537	4,185,018	4,996,386
Contingencies	0	0	20,168,787
Subtotal	279,679,636	308,778,994	333,605,505
Interfund Transfers	15,358,849	9,620,378	7,471,359
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$295,038,485</b>	<b>\$318,399,372</b>	<b>\$ 341,076,864</b>
<b>Appropriated Fund Balance</b>	<b>\$53,893,028</b>	<b>\$49,136,102</b>	<b>\$ 34,107,687</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$348,931,513</b>	<b>\$367,535,474</b>	<b>\$ 375,184,552</b>

**Bexar County, Texas**  
**General Fund - Departmental Summary**  
**Fiscal Year Ending September 30, 2009**

	<b>FY 2006-07 ACTUAL</b>	<b>FY 2007-08 ESTIMATE</b>	<b>FY 2008-09 BUDGET</b>
<b>General Government</b>			
Judge/Commissioners	\$ 1,697,403	\$ 1,731,798	\$ 1,770,719
County Clerk	\$ 5,909,682	\$ 6,351,110	\$ 6,493,425
County Auditor	\$ 3,651,832	\$ 3,926,004	\$ 4,093,058
Economic Development	\$ 545,435	\$ 715,915	\$ 1,118,552
Elections	\$ 2,356,186	\$ 3,094,386	\$ 3,342,521
Information Services	\$ 10,085,139	\$ 10,289,513	\$ 10,842,791
Tax Assessor - Collector	\$ 8,743,256	\$ 9,224,877	\$ 9,694,602
Purchasing	\$ 1,018,540	\$ 1,108,592	\$ 1,127,469
Infrastructure Svcs - County Bldg Maintenance	\$ 4,071,668	\$ 2,541,344	\$ 2,673,988
<b>Planning and Resource Management</b>			
Budget	\$ 655,069	\$ 760,700	\$ 697,339
Countywide Mail	\$ -	\$ 197,652	\$ 216,120
Financial Services	\$ 847,764	\$ 869,754	\$ 921,917
Human Resources	\$ 2,082,242	\$ 2,117,686	\$ 2,217,874
Administration	\$ 539,826	\$ 767,149	\$ 762,115
<b>Total General Government</b>	<b>\$ 42,204,042</b>	<b>\$ 43,696,480</b>	<b>\$ 45,972,491</b>
<b>Judicial</b>			
Criminal District Attorney	\$ 21,112,785	\$ 22,735,625	\$ 23,099,527
Trial Expense	\$ 1,037,784	\$ 1,040,551	\$ 1,137,300
District Clerk	\$ 6,771,190	\$ 7,130,811	\$ 7,413,336
Jury Operations	\$ 1,435,345	\$ 1,553,622	\$ 1,588,186
County Courts at Law	\$ 7,977,809	\$ 8,577,620	\$ 8,090,560
Central Magistration	\$ -	\$ 2,677,356	\$ 3,074,439
Probate Courts	\$ 1,636,695	\$ 1,766,248	\$ 1,838,064
Justice of the Peace - Precinct 1	\$ 555,953	\$ 552,366	\$ 713,454
Justice of the Peace - Precinct 1, Place 3	\$ 835,961	\$ 805,327	\$ 829,213
Justice of the Peace - Precinct 2	\$ 1,037,453	\$ 1,071,106	\$ 1,084,585
Justice of the Peace - Precinct 3	\$ 739,521	\$ 868,766	\$ 917,460
Justice of the Peace - Precinct 4	\$ 523,608	\$ 599,547	\$ 794,860
Criminal District Courts	\$ 8,949,276	\$ 9,460,546	\$ 9,644,264
Juvenile Courts	\$ 2,339,440	\$ 2,289,102	\$ 2,615,899
Civil District Courts	\$ 5,710,735	\$ 6,002,941	\$ 6,147,370
Pre-Trial	\$ 2,964,388	\$ 3,532,556	\$ 3,717,849
Bail Bond Board	\$ 63,654	\$ 63,682	\$ 65,338
4th Court of Appeals	\$ 80,051	\$ 81,312	\$ 81,742
DPS Warrants	\$ 92,033	\$ 97,138	\$ 99,857
<b>Total Judicial</b>	<b>\$ 63,863,679</b>	<b>\$ 70,906,222</b>	<b>\$ 72,953,302</b>

**Bexar County, Texas  
General Fund - Departmental Summary  
Fiscal Year Ending September 30, 2009**

	<b>FY 2006-07 ACTUAL</b>	<b>FY 2007-08 ESTIMATE</b>	<b>FY 2008-09 BUDGET</b>
<b>Public Safety</b>			
Sheriff - Law Enforcement	\$ 41,284,416	\$ 45,141,722	\$ 46,266,771
Sheriff - Adult Detention	\$ 54,387,512	\$ 56,192,560	\$ 56,660,639
Sheriff - Support Services	\$ 2,180,287	\$ 2,276,514	\$ 2,416,479
<b>Infrastructure Services</b>			
Facilities Maintenance - Adult Detention	\$ 4,803,178	\$ 2,981,644	\$ 3,075,522
Facilities Maintenance - Juvenile Detention	\$ 2,196,855	\$ 1,380,085	\$ 1,839,295
<b>Juvenile Office</b>			
Juvenile Probation	\$ 9,860,395	\$ 11,015,732	\$ 11,305,779
Juvenile Detention	\$ 13,306,974	\$ 16,146,950	\$ 16,355,355
Family Support Services - Probation	\$ 596,667	\$ 790,578	\$ 703,331
<b>Criminal Justice Planning and Coordination</b>			
CJPC Administration	\$ 774,004	\$ 862,134	\$ 1,007,376
Medical Examiner	\$ 3,697,767	\$ 3,913,541	\$ 3,989,459
Criminal Investigation Laboratory	\$ 1,598,543	\$ 1,775,255	\$ 1,753,240
FSC Operations	\$ 552,765	\$ 693,727	\$ 689,372
Community Supervision/Corrections	\$ 935,676	\$ 1,023,221	\$ 818,279
Judge/Commissioners - Emerg Mgmt	\$ 158,271	\$ 480,607	\$ 482,231
Judge/Commissioners - Fire Marshal	\$ 1,041,353	\$ 1,104,012	\$ 1,066,258
Constable - Precinct 1	\$ 1,333,262	\$ 1,516,958	\$ 1,603,787
Constable - Precinct 2	\$ 1,480,444	\$ 1,795,600	\$ 1,869,788
Constable - Precinct 3	\$ 1,231,128	\$ 1,345,676	\$ 1,448,537
Constable - Precinct 4	\$ 943,427	\$ 1,089,199	\$ 1,421,574
<b>Total Public Safety</b>	<b>\$ 142,362,921</b>	<b>\$ 151,525,716</b>	<b>\$ 154,773,072</b>
<b>Education and Recreation</b>			
Infrastructure Services - Parks	\$ 2,473,502	\$ 2,497,337	\$ 2,659,269
Community Investment - Agricultural Ext Svce	\$ 675,199	\$ 662,901	\$ 696,925
<b>Total Education and Recreation</b>	<b>\$ 3,148,701</b>	<b>\$ 3,160,238</b>	<b>\$ 3,356,194</b>
<b>Highways</b>			
Infrastructure Services - Administration	\$ 697,048	\$ 986,460	\$ 917,482
Infrastructure Svcs - Energy	\$ 203,310	\$ 4,878,117	\$ 4,717,000
<b>Total Highways</b>	<b>\$ 900,358</b>	<b>\$ 5,864,577</b>	<b>\$ 5,634,482</b>

**Bexar County, Texas  
General Fund - Departmental Summary  
Fiscal Year Ending September 30, 2009**

	<b>FY 2006-07 ACTUAL</b>	<b>FY 2007-08 ESTIMATE</b>	<b>FY 2008-09 BUDGET</b>
<b>Health and Public Welfare</b>			
Community Investment	\$ 442,738	\$ 643,100	\$ 724,770
Community Investment Community Health	\$ -	\$ 68,509	\$ -
Community Investment Community Programs	\$ 197,909	\$ 229,415	\$ 290,983
Community Investment Mental Health	\$ -	\$ 508,933	\$ 489,504
Planning and Resource Management SWMBE	\$ 434,360	\$ 577,564	\$ 587,045
Environmental Services	\$ 363,292	\$ 523,392	\$ 623,538
Child Welfare Board	\$ 2,202,182	\$ 2,674,354	\$ 2,720,427
Veterans Services	\$ 115,312	\$ 139,196	\$ 131,987
<b>Total Health and Public Welfare</b>	<b>\$ 3,755,794</b>	<b>\$ 5,364,464</b>	<b>\$ 5,568,255</b>
<b>Non-Departmental</b>			
General Government	\$ 18,561,088	\$ 23,852,530	\$ 19,854,755
Health and Welfare	\$ 225,827	\$ 223,751	\$ 327,782
General Government - Intergovernmental	\$ 4,416,537	\$ 4,185,018	\$ 4,996,386
Helotes Fire	\$ 240,690	\$ -	\$ -
Contingencies	\$ -	\$ -	\$ 20,168,787
Transfers	\$ 15,358,849	\$ 9,620,378	\$ 7,471,359
<b>TOTAL</b>	<b>\$ 295,038,485</b>	<b>\$ 318,399,372</b>	<b>\$ 341,076,864</b>

# APPROPRIATED FUND BALANCE

Fund: 001

**Program Description:** The FY 2008-09 Adopted Budget includes \$34,107,687 as an appropriated fund balance for the General Fund. This amount will be held as an operating reserve. Because the County can only spend funds that are actually appropriated in the adopted budget, it is in the County’s best interest to appropriate all the anticipated fund balance. This makes these funds available for use if some extraordinary event would require the expenditure of these funds. The County has a policy not to use the appropriated fund balance except for some unforeseen, catastrophic event.

**Performance Indicators:**

Not Applicable

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Appropriated Fund Balance	\$53,893,027	\$49,136,101	\$34,107,687
<i>Total</i>	<i>\$53,893,027</i>	<i>\$49,136,101</i>	<i>\$34,107,687</i>

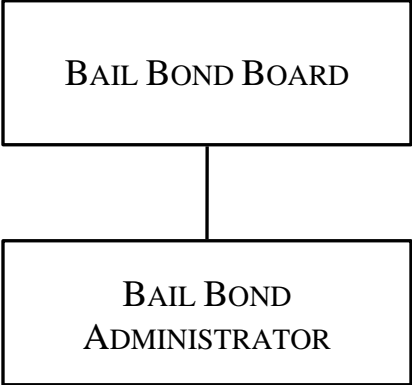
**Program Justification and Analysis:** Commissioners Court has set a policy to maintain a General Fund operating reserve equal to one-tenth of annual operating expenses. This represents Bexar County’s commitment to maintain strong financial reserves. The FY 2008-09 Adopted Budget includes an Appropriated Fund Balance that meets this requirement, protects the County’s excellent bond rating, and maintains financial stability.

During FY 2007-08, Commissioners Court approved an Appropriated Fund Balance for the General Fund in the amount of \$33,409,364, although it is estimated the actual fund balance for FY 2007-08 will exceed \$49 million because County offices and departments practiced fiscal restraint. For FY 2008-09, Commissioners Court approved an Appropriated Fund Balance for the General Fund in the amount of \$34,107,687. This represents an increase of \$698,323 or approximately 2 percent compared to the FY 2007-08 Adopted Appropriated Fund Balance.

The strong cash position represented by the Appropriated Fund balances for FY 2007-08, and projected for FY 2008-09, contributed to the decision on June 12, 2008 by Standard and Poor’s Ratings Services, one of the three firms that provide credit rating for Bexar County’s debt issuances, to upgrade Bexar County’s Standard and Poor’s long term credit rating from AA to AA+.



# BAIL BOND BOARD



# BAIL BOND BOARD

FUND: 001  
AGENCY: 242

**Mission:** To provide regulation of bail bond companies within the appropriate State Statutes and local Bail Bond Rules and ensure the citizens of Bexar County receive fair and equitable service, protection, and treatment.

**Vision:** To ensure the citizens of Bexar County are receiving credible and honest service and that the citizens have a government office that is accountable and responds to their needs and concerns.

## Goals and Objectives:

- Ensure compliance by bail bond sureties with State Statutes and Local Rules.
- Provide an accessible government office to citizens needing information.
- Provide cooperative relationships between bail bond sureties and interested persons.
- Be proactive in practicing prevention and early intervention on any complaints or problems regarding bail bond sureties.

**Program Description:** The Bail Bond Board exists in all counties having a population of 110,000 or more as directed by Texas State Statute, Chapter 1704, Occupations Code, Regulation of Bail Bond Sureties. The Board is composed of ten members who are elected officials or appointed persons representing the elected official. The Board administers the Code, supervises and regulates all phases of the commercial bonding business and enforces the Code. The Bail Bond Board also conducts hearings, investigates, and makes determinations with respect to the issuance, refusal, suspension, or revocation of licenses to bondsman. The Board requires applicants and licensees to appear before the Board, examines witnesses, and compels the production of pertinent books, accounts, records, documents, and testimony by the licensee and others. The Board employs a Bail Bond Administrator who performs all functions directed by the Board and the Code.

## Performance Indicators:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators:**

Number of Prospective Employee Verifications	110	110	120
Number of Bail Bond Surety Customer Complaints Investigated	150	120	150

### **Efficiency Indicators:**

Number of Bail Bond Sureties Monitored per FTE	41	41	41
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### **Effectiveness Indicators:**

Percent of Bail Bond Sureties referred to Bail Bond Board	7.3%	4.9%	2.4%
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**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$62,971	\$62,658	\$62,626	\$64,283
Travel and Remunerations	0	210	135	135
Operational Costs	298	879	771	770
Supplies and Materials	0	150	150	150
Interfund Transfer	385	0	0	0
<b>Total</b>	<b>\$63,654</b>	<b>\$63,897</b>	<b>\$63,682</b>	<b>\$65,338</b>

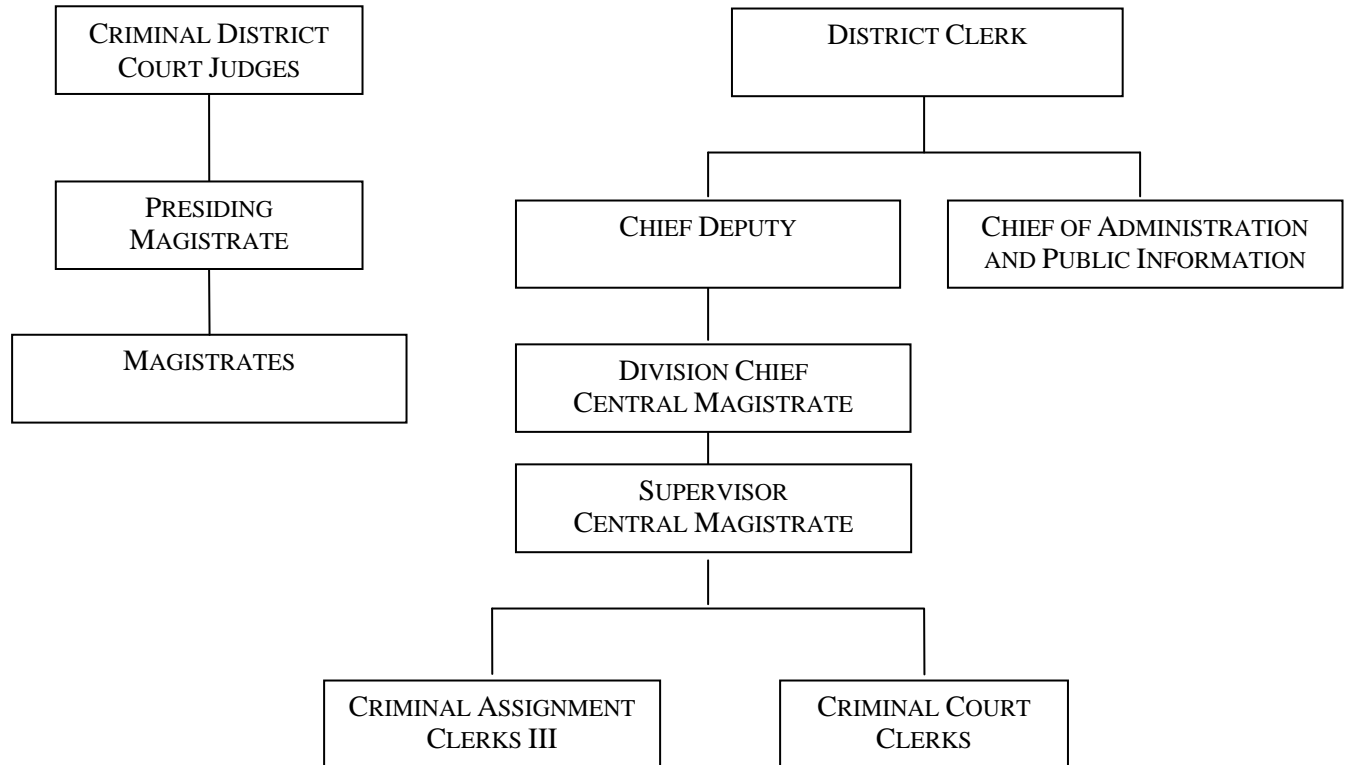
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 2.6 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increases by 2.6 percent compared to the FY 2007-08 estimates. This increase is due primarily to funding the authorized positions at the same levels of estimated expenditures during the FY 2007-08 plus full funding of any salary increases.
- The Travel and Remunerations group remains the same compared to FY 2007-08 estimates.
- The Operational Costs group decreased slightly compared to FY 2007-08 estimates.
- The Supplies and Materials group remains consistent compared to FY 2007-08 estimates.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Bail Bond Administrator	1	1	1
<b>Total - Bail Bond Board</b>	<b>1</b>	<b>1</b>	<b>1</b>

# CENTRAL MAGISTRATION



# CENTRAL MAGISTRATION CRIMINAL DISTRICT COURTS

FUND: 001  
AGENCY: 228

**Mission:** Central Magistration’s (CMAG) primary mission is to implement procedures and processes necessary to facilitate timely and orderly magistration of individuals arrested and charged with misdemeanor and felony offenses and to protect the community we serve. Central Magistration strives to work closely with the Criminal District Courts, County Courts-at-Law, other County departments, and the City of San Antonio, while ensuring that justice is carried out in the most efficient and effective manner.

**Vision:** To provide the most efficient and effective magistration process, provide support to the Courts, and to provide assistance to the citizens of the community.

## **Goals and Objectives:**

- To provide 24 hour, seven day week magistration services.
- To provide efficient procedures for the magistration and release of arrested persons
- To provide efficient and effective procedures for the dissemination of information to the public
- To handle the administrative duties for central magistration
- To provide information and support to other departments and agencies integral to the effective performance of Central Magistration
- To provide efficient and effective processes that effect interaction and cooperation between departments, agencies, and personnel

**Program Description:** On November 1, 2007, Bexar County assumed responsibilities associated with the magistration of County arrestees. In assuming the oversight of the magistration process, Bexar County anticipates reducing jail population through a variety of operational changes. Several of the recently implemented changes intended to facilitate reduction of jail population include the ability to accept pleas and sentence arrested persons at the time of magistration. This will allow offenders, if warranted, to be placed directly on probation without spending time in jail and provide the ability to hold arrestees at the magistration site for up to 72 hours from the time taken into custody which allows more cases to be resolved without jail time. Also, CMAG is committed to fine tuning the commercial and personal bonding process in order to help these two systems operate in a more complementary manner. County CMAG operations are divided into three principal areas: Magistration, District Clerk, and Pretrial Services. Each area operates independently and essentially reports to either an Executive Director or Elected Official.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Number of Misdemeanors Offenses Magistrated	N/A	38,676	38,676
Number of Felony Offenses Magistrated	N/A	16,866	16,866
Number of Warrants	N/A	5,090	5,090
Number of PR Bond Releases	13,258	13,188	13,188

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Efficiency Indicators:**

Length of time per Magistration*	N/A	N/A	N/A
Number of Magistrations per Shift*	N/A	N/A	N/A

**Effectiveness Indicators:**

Percentage Magistrated and Released from CMAG	54.6%	57%	57%
Percentage Magistrated and Released on PR Bond*	N/A	N/A	N/A
Percentage Released from CMAG on PR Bond*	N/A	N/A	N/A

\* Because FY 2007-08 was the first year in which CMAG was in operation by the County, these measures are indicted as areas that will be monitored for future reporting.

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$0	\$518,148	\$476,285	\$671,207
Travel and Remunerations	0	12,000	12,000	12,000
Operational Costs	0	1,384,700	1,384,357	1,443,832
Supplies and Materials	0	11,000	8,235	8,100
<b>Total</b>	<b>\$0</b>	<b>\$1,925,848</b>	<b>\$1,880,877</b>	<b>\$2,135,139</b>

**Program Justification and Analysis:**

- The Central Magistration Department funding increases by 13 percent in comparison to the FY 2007-08 estimates.
- The Personnel Services group increases by 41 percent over FY 2007-08 estimates. This increase is a result of not fully funding part-time Magistrates, to include benefits, in FY 2007-08. Central Magistration also did not begin operation until November 2007.
- The Travel and Remunerations group remains the same. This includes training and associated travel expenses for Magistrates funded at a standard amount applied consistently throughout the courts, including the Criminal District Courts, the County Courts-at-Law, the Civil District Courts, and the Juvenile District Courts.
- The Operational Costs group includes funding for postage, copier rental, and technology purchases necessary for the on going functions of the department. This appropriation also includes costs related to the City – County Interlocal Agreement. During FY 2008-09 the County will be funding five phone support personnel previously staffed by the City at \$162,856 annually. These five personnel are identified in a Program Change within the Central Magistration-District Clerk’s General Fund Budget.
- The Supplies and Materials group decreases 2 percent from FY 2007-08 estimates. The decrease is attributed to CMAG not having been in operation during October 2007.

- The FY 2008-09 Adopted Budget includes one program change to authorize 3 Magistrate Part-time positions (equivalent to 1.5 full-time positions). No additional funding is required with this action. These part-time positions will share workload hours of current part-time positions.

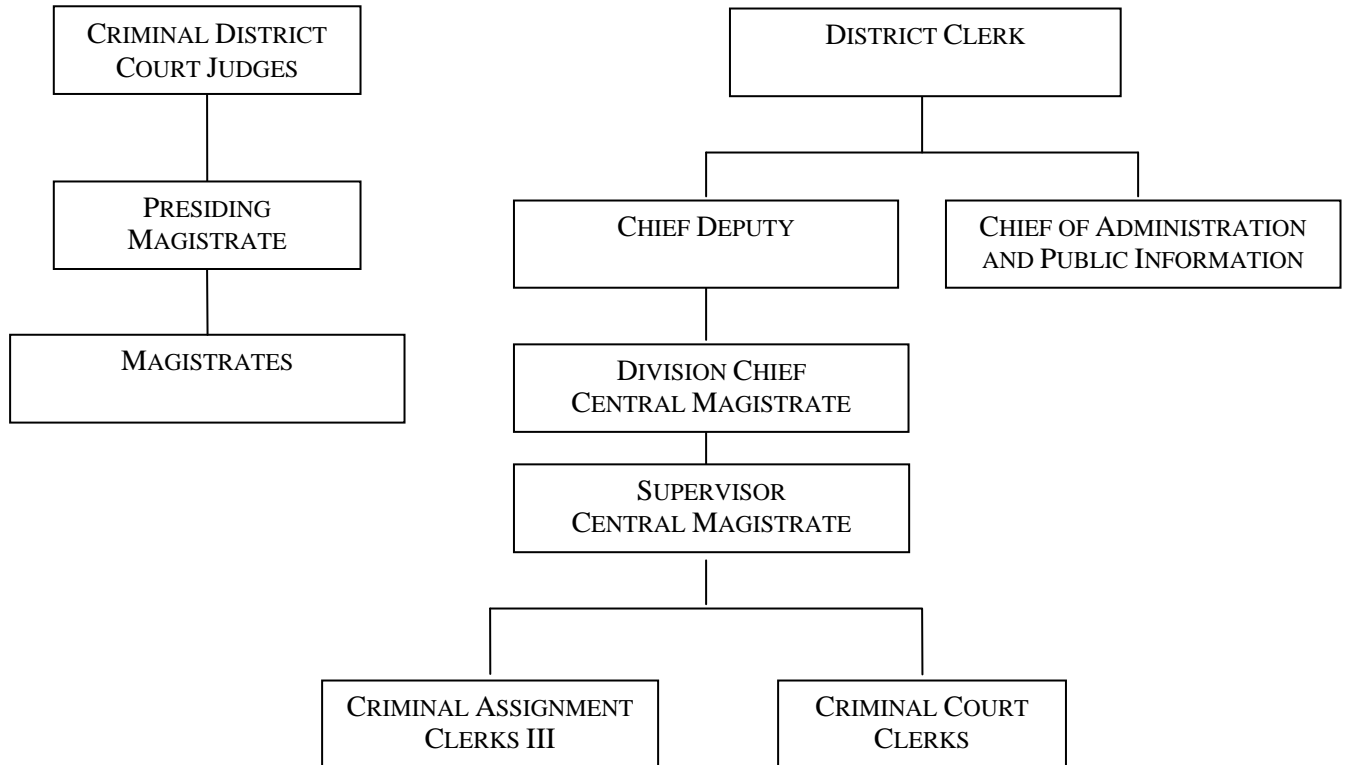
**Policy Considerations:**

During the FY 2008-09 budget process Commissioners Court delegated PRM with the task of exploring possible relocation of Central Magistration to the Adult Detention Center campus. Upon completion of this analysis findings and recommendations will be presented for consideration.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Magistrate	0	2	2
Magistrate Part-time	0	3	4.5
Presiding Magistrate	0	1	1
<i>Total – CMAG Criminal District Courts</i>	<i>0</i>	<i>6</i>	<i>7.5</i>

# CENTRAL MAGISTRATION





# CENTRAL MAGISTRATION – DISTRICT CLERK

FUND: 001  
AGENCY: 228

**Mission:** The District Clerk’s mission is to fulfill statutory duties as records custodians for the Magistration Office by providing the County Magistrate Court and public with information and support necessary using the most technologically advanced methods possible in the most cost efficient manner.

**Vision:** The District Clerk envisions the Magistrate Office setting an example of a collaborative effort between the City of San Antonio and Bexar County by working together to streamline the magistration process.

## Goals and Objectives:

- To perform functions and duties as mandated by law.
- To incorporate record management principles in imaging information and technology sources.
- To provide the support and resources for the County Magistrate for Bexar County.
- To provide the support and resources necessary for employees to perform their duties and responsibilities.
- To be customer friendly and responsive to the costumers’ need for service and information.
- To work cooperatively with the City of San Antonio to facilitate the magistrate process.

**Program Description:** The Magistrate Court works in cooperative effort with the City of San Antonio to magistrate arrested persons. The office operates out of the city facility, Frank Wing Municipal Court Building. The District Clerks’ responsibilities in the magistration process include providing support services to the County Magistrate, serving as the clerk of the court, serving as custodian of records pertaining to class B offenses and above, and providing legally authorized information to the public concerning arrested persons brought to the facility to be magistrated.

## Performance Indicators:

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

### **Workload Indicators:**

Number of Persons Magistrated on Felony and Misdemeanor Cases	N/A	60,840	62,000
Number of Phone Calls Handled	N/A	210,684	214,500

### **Efficiency Indicators:**

Number of Persons Magistrated (intake) per FTE	N/A	2,765	2,818
Time Supervisory Staff Available	N/A	71%	95%
Number of Phone Calls Handled per FTE	N/A	42,137	42,900

### **Effectiveness Indicators:**

Avg. Number of Minutes to Intake an Arrested Person	N/A	5	6
Number of Hrs to Magistrate an Arrested Person (hrs)	N/A	2	2

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$0	\$944,110	\$594,286	\$889,721
Operational Costs	0	157,610	154,374	14,029
Supplies and Materials	0	90,113	47,820	35,550
<b>Total</b>	<b>\$0</b>	<b>\$1,191,833</b>	<b>\$796,480</b>	<b>\$939,300</b>

**Program Justification and Analysis:**

- The Central Magistration Department was newly created in the FY 2007-08 Adopted Budget process. Overall funding increases by 18 percent from FY 2007-08 estimates.
- The Personnel Services appropriation increases significantly over FY 2007-08 estimates. This reflects funding for all authorized positions at the same level of estimated expenditure in FY 2007-08 and all funding of salary increases granted. Additionally, Commissioners Court authorized the creation of one CMAG Supervisor in the fourth quarter of the 2007-08 fiscal year which is funded at a full year in FY 2008-09. This also includes the additional personnel described in the program change below.
- The Operational Costs group decreases significantly from FY 2007-08 estimates due to initial technology needs required for the establishment of this function as a County office. This appropriation includes funding for postage, copier rental, and related expenses necessary for the on going functions of the department.
- The Supplies and Materials appropriation reflects a substantial decrease resulting from start up expenses necessary during the 2007-08 fiscal year.
- One program change in the amount of \$201,848 is approved for the FY 2008-09 Budget consisting of the authorization of five Office Assistant IV's (NE-05) to function as phone support personnel. The City - County Interlocal Agreement has been amended to omit phone support staff currently funded within the Central Magistration Courts Budget at \$162,856.

**Policy Considerations:**

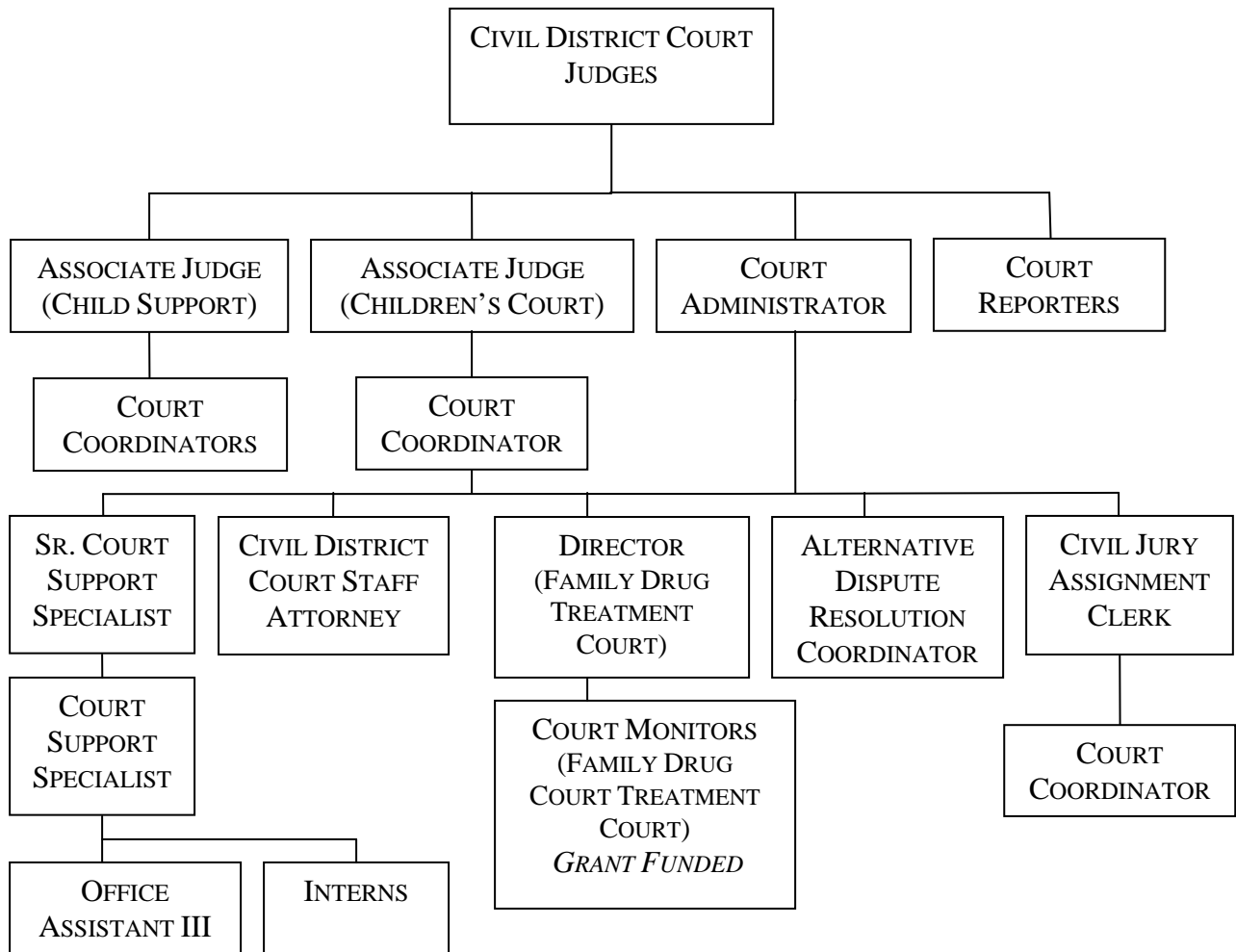
During the FY 2008-09 budget process Commissioners Court delegated PRM with the task of exploring possible relocation of Central Magistration to the Adult Detention Center campus. Upon completion of this analysis findings and recommendations will be presented for consideration.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Division Chief – CMAG	0	1	1
CMAG – Supervisor	0	3	3
Criminal Assignment Clerk III	0	10	10

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Criminal Court Clerk	0	9	9
Office Assistant IV	0	0	5
<b><i>Total – CMAG District Clerk</i></b>	<b>0</b>	<b>23</b>	<b>28</b>

# CIVIL DISTRICT COURTS



# CIVIL DISTRICT COURTS

FUND: 001  
AGENCY: 239

**Mission:** The Civil District Court Administration mission is to provide Judges and Staff with the support necessary to most efficiently conduct their Court business.

**Vision:** The Civil District Court’s vision is to provide user friendly and prompt information about the Civil District Courts to participants in the Court process as well as the general public.

## Goals and Objectives:

- Conduct Courts that are open to every person injured in their lands, goods, person or reputation so they will have a remedy by due course of law.
- Grant to all parties due process and a fair opportunity to be heard at a meaningful time, place and manner.
- Correctly apply the rules, statutes, common law, and Constitutions of this State and the United States.
- Duly and fairly administer the administrative duties of the District Courts.

**Program Description:** Civil District Courts Administration provides administrative and liaison support to the thirteen Civil District Courts, two Child Support Associate Judges (Title IV-D) and two Children’s Court Associate Judges. The administrative office assists with the functions of the Presiding Court, Jury Monitoring Court and the Alternative Dispute Resolution Court. The Civil District Courts Administration assists in overseeing the official court reporters for the Civil District Courts and Associate Judges. The administrative office assists the Local District Court Administrative Judge and Civil District Judges on the Juvenile Board with legal and administrative tasks. Civil District Courts Administration is responsible for case flow management, research, advisory services, and alternative dispute resolution, as well as supporting the Children’s Court and the Family Drug Treatment Program, and providing ancillary assistance to the Domestic Relations Office.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
New Cases Filed During the Year	33,519	37,821	37,380
Other Cases Reaching the Docket	9,805	3,611	8,666
Dispositions	43,146	37,380	36,697
<b>Efficiency Indicators:</b>			
Cost per Disposition	\$132	\$150	\$195
Court Appointed Ad Litem Costs per Hearing	\$306	\$278	\$362
Jail Costs per day for Child Support Defendants	\$6,100	\$6,750	\$6,250
<b>Effectiveness Indicators:</b>			
Clearance Rate	99.6%	101%	100%
Monthly Dispositions per Court	277	267	260

**Other Funding Received by the Civil District Courts:**

Amount of Funds Projected for FY 2008-09: \$221,489

Funding Source: Hidalgo Grant (Family Drug Treatment Court for the Children’s Court)

Amount of Funds Projected for FY 2008-09: \$174,724

Funding Source: SAMHSA (Family Drug Treatment Court for the Children’s Court)

Amount of Funds Projected for FY 2008-09: \$166,272

Funding Source: CJD Grant (Family Drug Treatment Court for the Children’s Court)

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$2,681,638	\$2,874,019	\$2,829,453	\$2,875,624
Travel and Remunerations	24,703	40,450	20,480	58,675
Operational Costs	2,962,647	3,281,683	3,108,510	3,159,246
Supplies and Materials	41,747	44,799	44,499	53,825
<b>Total</b>	<b>\$5,710,735</b>	<b>\$6,240,951</b>	<b>\$6,002,942</b>	<b>\$6,147,370</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 2.4 percent increase compared to FY 2007-08 estimates.
- The Personnel Services group increases by 1.6 percent when compared to the FY 2007-08 estimates. This includes funding for all authorized positions at the same rate as in the previous year and authorized salary increases granted in that year.
- The Travel and Remunerations group increases significantly compared to the FY 2007-08 estimates. FY 2008-09 allocations include additional resources requested for travel required during the 2009 legislative session. This also includes funding for visiting judges described in the program change below.
- The Operational Costs group increases 1.6 percent compared to the FY 2007-08 estimates. This increase is primarily attributed to one-time technology needs anticipated in FY 2008-09 to include Audio Visual Equipment.
- The Supplies and Materials group increases 21% compared to FY 2007-08 estimates. This increase reflects recommended funding for 166th District Court, 407<sup>th</sup> District Court, and Staff Attorney furniture to be purchased during FY 2008-09 fiscal year.
- One program change allocates funding to provide Visiting Judge services at an estimated \$33,475 annually (5 days for each Civil District Court Judge) for use in circumstances where the Judge is not available for court.

## **Policy Considerations:**

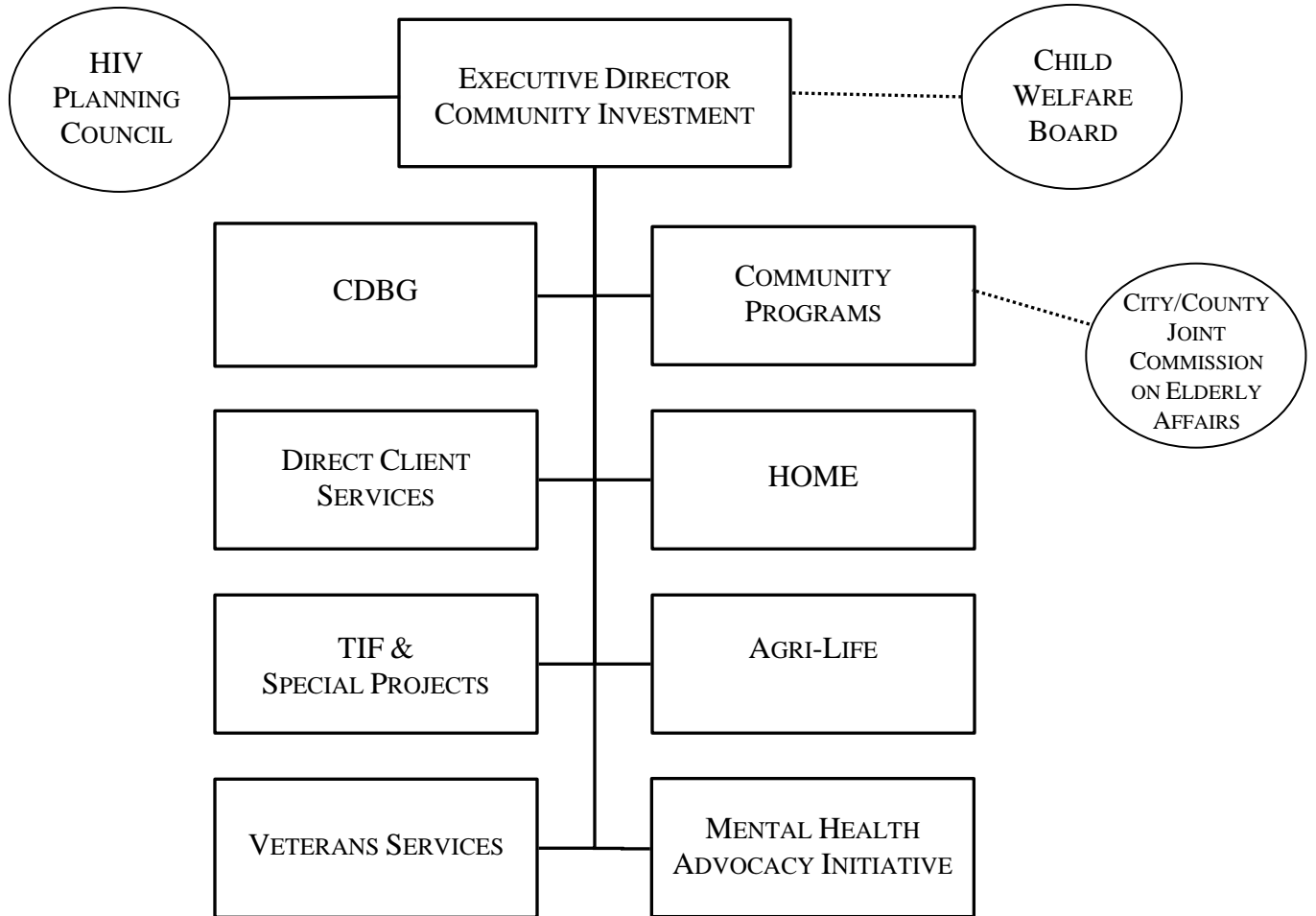
The Civil District Courts have expressed their intention to seek out legislative support in the establishment of one additional District Court during the 81<sup>st</sup> Legislative Session. This request, stemming from a report published by the National Center for State Courts (NCSC) would add to the current thirteen Bexar County Civil District Courts. The costs associated with creating new courts during the Legislative Session, including personnel, technology, facility building needs, and other start-up costs, is estimated at \$6,646,125. It is unknown at this time whether or not the authorization of these Courts will impact Bexar County during the 2008-09 fiscal year. However, dependant upon the process it may require financial consideration this Fiscal Year.

## **Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Alternative Dispute Resolution Coordinator	1	1	1
Associate Judge	2	2	2
Attorney II	1	0	0
Civil District Court Administrator	1	1	0
Civil District Court Manager	1	1	1
Civil District Court Staff Attorney	0	1	1
Civil Jury Assignment Clerk	1	1	1
Court Reporter	16	16	16
Court Support Specialist	0	1	1
District Court Coordinator	2	2	2
General Administrative Counsel	0	0	1
Judge	13	13	13
Office Assistant III	1	1	1
Senior Court Support Specialist	0	1	1
<b><i>Total – Civil District Courts</i></b>	<b>39</b>	<b>41</b>	<b>41</b>

*In addition to Authorized Positions – The Civil District Courts staff also includes three part-time temporary Legal Interns.*

# COMMUNITY INVESTMENT





# COMMUNITY INVESTMENT – ADMINISTRATION

FUND: 001  
AGENCY: 610

**Mission:** To facilitate significant change in Bexar County through the investment of appropriate resources.

**Vision:** To change lives and communities through the careful, deliberate use of appropriate tools and resources. Our mission will be accompanied by:

- Identifying and maximizing all available resources in the community.
- Working cooperatively with other governmental agencies, organizations, and institutions to provide planned, comprehensive services for our customers that avoid duplication of services.
- Refining program and service delivery designs to identify additional opportunities for effective and efficient delivery of services.

## **Goals and Objectives:**

- To design and implement programs based on sound public policies, which meet the basic needs of County residents.
- To form productive operational partnerships with other governmental and non-governmental entities that expands services to County residents.
- To operate basic needs programs that are fully compliant with funding regulations and policies.

**Program Description:** The Administration Division of the Department of Community Investment (DCI) identifies community needs and priority/target populations coordinating the delivery of service while ensuring compliance with funding regulations. The Administration Division also manages the day to day operations of the department. Additionally, the Division develops working partnerships with other County departments and external agencies that impact the County on a financial and service level. Identifying opportunities to share resources, which could impact issues of interest to Bexar County is a priority for this Division. The Division participates in several executive committees and taskforces developed to address County issues in order to ensure that the public and service delivery partners are fully informed on available services and eligibility requirements. Identification of qualified and capable community partners so that the department's ability to meet the basic needs of County residents are met is important to the Division. Finally, the Division prepares plans and negotiates agreements for service delivery of assistance programs ensuring that eligibility criteria is fair, equitable, and complies with funding regulations of public agencies and community partners.

## **Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

### **Workload Indicators:**

Number of Households Receiving Financial Assistance	11,958	6,500	10,400
Amount of Financial Assistance Provided	\$2,527,522	\$2,000,000	\$2,197,743
Number of Public Improvement Districts	3	6	7

### **Efficiency Indicators:**

Number of Customer Intakes per FTE	1,547	1,316	1,485
Number of External Agency Contracts Monitored	10	40	40
Tax Revenue Generated by Public Improvement Districts per year	\$0.00M	\$0.22M	\$0.32M

### **Effectiveness Indicators:**

Percentage of Customers Completing Needs Survey	N/A	N/A	35%
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## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$405,563	\$687,276	\$583,181	\$659,706
Travel and Remunerations	6,501	22,716	11,245	17,103
Operational Costs	23,626	44,728	39,824	41,311
Supplies and Materials	7,048	8,850	8,850	6,650
<b>Total</b>	<b>\$442,738</b>	<b>\$763,570</b>	<b>\$643,100</b>	<b>\$724,770</b>

## **Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases by 12.6 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increases 13.1 percent compared to the FY 2007-08 estimates. This slight increase is the result of funding all authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Travel and Remunerations group increases by 52 percent compared to the FY 2007-08 estimates. This increase is due to funding for conference, training, and local mileage.
- The Operational Costs group increases 3.7 percent compared to FY 2007-08 estimates. This increase is due to funding disease prevention supplies, such as wound care kits, sharps containers, condoms, various brochures on prevention of STD's, hepatitis and proper disposal of needles for diabetics.

- The Supplies and Materials group decreases by 24.8 percent compared to FY 2007-08 estimates. This decrease is due to a reduction of office supplies based on FY 2007-08 expenditure estimates for this line item.
- Two program changes are adopted for FY 2008-09.
  - The first program change deletes one Client Services Supervisor (E-04) from the Administration Division of Community Investment and adds one Forensic Interview Specialist (E-06) to the Community Programs Division of Community Initiatives at a cost of \$7,102.
  - The second program change deletes the Community Health Division and adds the existing Community Health Coordinator to the Administrative Division of Community Investment.

**Policy Considerations:**

During the 80<sup>th</sup> Session of the Texas Legislature (2007), Senate Bill 10 authorized Bexar County to establish the State’s first needle-exchange program to prevent the spread of infectious diseases. The law was scheduled to take effect September 1, 2007 and Bexar County Commissioners Court allocated \$75,000 to start the program; however, the Texas Attorney General issued an opinion that prevented Bexar County from implementing the program. According to the Attorney General, the law does not trump State drug laws and leaves employees working at such programs open to prosecution.

The 81<sup>st</sup> Session of the Texas Legislature will convene on January 13, 2009 during the FY 2008-09 budget year. Legislation has already been filed to authorize the needle-exchange program. Bexar County will monitor the legislation through the Session.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Executive Director	1	1	1
Community Health Coordinator	0	1	1
Client Service Manager	1	1	1
Client Service Supervisor	0	2	1
Housing and Economic Development Manager	.5	.5	.5
Intake Worker	.5	.5	.5
Office Assistant I	0	1	1
Office Assistant IV	1	1	1
Operations Manager, Community Investment	0	1	1
Planning Council Health Planner	0	1	1
TIF & Special Projects Coordinator	1	1	1
<b><i>Total – Community Investment – Administration</i></b>	<b>5</b>	<b>11</b>	<b>10</b>

# COMMUNITY INVESTMENT – AGRI LIFE

FUND: 001  
AGENCY: 610

**Mission:** The Texas AgriLife Extension Office facilitates significant change in Bexar County through the investment of appropriate resources.

Our mission will be accomplished by:

- Identifying and maximizing all available resources in the community.
- Working cooperatively with other governmental agencies, organizations, and institutions to provide planned, comprehensive services for our customers that avoid duplications.
- Refining program and service delivery designs to identify additional opportunities for effective and efficient delivery of services.
- The development and implementation of a comprehensive plan, administration of program, and coordination of projects/activities to effect change for the citizens of Bexar County with a comprehensive array of services and improvements.
- Improving the lives of people, business, and communities across Bexar County and beyond through high-quality, relevant education.

**Vision:** To change lives and communities through the careful, deliberate use of appropriate tools and resources.

## **Goals and Objectives:**

- To design and implement programs based on sound public policies, which meet the basic needs of County residents.
- To form productive operational partnerships with other governmental and non-governmental entities that will expand services to County residents.
- To operate basic needs programs that are fully compliant with funding regulations and policies.
- To provide quality services and client satisfaction through the timely and cost effective expenditure of resources.
- Enhance access to and deliver of entitlement benefits through Bexar County.
- Provide and promote quality information and referrals to other resources.
- Educate Bexar County residents to take more responsibility for improving their health, safety, productivity and well being.
- Educate Bexar County residents to improve their stewardship of the environment and Texas' natural resources.
- Enable Bexar County residents to make decisions that contribute to their economic security and to the County's economic prosperity.
- Foster the development of responsible, productive, and self-motivated youth and adults.

**Program Description:** The Texas AgriLife Extension Service Division offers the knowledge resources of the land-grant university system to educate Bexar County residents for self-improvement, individual action, and community problem solving. The Texas AgriLife Extension Service Division is a statewide educational agency and a member of the Texas A&M University System (TAMUS), linked in a unique partnership with the nationwide Cooperative Extension System and Texas County governments.

The Texas AgriLife Extension Service Division values and promotes principles of citizen and community involvement, scientifically-based education, lifelong learning, and volunteerism. It provides access to all citizens and works cooperatively with other TAMUS parts, County departments, external agencies and organizations to achieve its goals.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Work Load Indicators:**

Number of People (Adults & Youth) Reached by Group Educational Programs	394,208	395,000	400,000
Number of Youth Reached by Educational Group Programs	110,811	111,000	112,000
Educational Programs Conducted by Faculty	8,370	8,400	8,500

**Efficiency Indicators:**

Average attendance per educational program	24	24	23
Average hours of work accomplished per volunteer	34	35	37
Percentage of Master Volunteers Fulfilling Commitment of Volunteer Service	74%	75%	77%

**Effectiveness Indicators:**

Value of Information and Program provided by Extension (5.0 = Extremely valuable)	4.46	4.50	5.0
Overall Satisfaction with Extension Activities (5.0 = Completely Satisfied)	4.64	4.7	5.0
Percent Who Would Recommend the Extension Activity to Others	99%	100%	100%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$499,019	\$547,486	\$475,465	\$500,468
Travel and Remunerations	18,366	22,700	21,700	22,200
Operational Costs	136,959	149,796	145,962	148,506
Supplies and Materials	20,855	19,700	19,774	25,751
<b>Total</b>	<b>\$675,199</b>	<b>\$739,682</b>	<b>\$662,901</b>	<b>\$696,925</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 5.1 percent compared to the FY 2007-08 estimates.

- The Personnel Services group increases 5.3 percent compared to the FY 2007-08 estimates. This increase represents funding of authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any previous salary increases.
- The Travel and Remunerations group increases by 2.3 percent compared to FY 2007-08 estimates. This increase reflects historical levels of funding within this appropriation group.
- The Operational Costs group increases by 1.7 percent compared to FY 2007-08 estimates. This increase is due to the telephone usage line item and a new timekeeping software program.
- The Supplies and Materials group increases by 30 percent compared to FY 2007-08 estimates. This increase is primarily due to the purchase of modular furniture.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Department Head/County Extension Director	1	1	1
Agricultural Program Technician	2.5	2.5	2.5
County Extension Agent - 4-H	1	1	1
County Extension Agent - Agriculture	2	2	2
County Extension Agent - Family & Consumer Science	1	1	1
County Extension Agent - Horticulturist	1	1	1
Office Assistant III	4	4	4
Office Supervisor	1	1	1
Youth Gardens Coordinator	1	1	1
Youth Outreach Educator	1	1	1
<b><i>Total – Community Investment – Texas Cooperative Extension</i></b>	<b><i>15.5</i></b>	<b><i>15.5</i></b>	<b><i>15.5</i></b>

# COMMUNITY INVESTMENT – COMMUNITY PROGRAMS

FUND: 001  
AGENCY: 610

**Mission:** To facilitate significant change in Bexar County through the investment of appropriate resources.

**Vision:** To change lives and communities through the careful, deliberate use of appropriate tools and resources. Our mission will be accompanied by:

- Identifying and maximizing all available resources in the community.
- Working cooperatively with other governmental agencies, organizations, and institutions to provide planned, comprehensive services for our customers that avoid duplication of services.
- Refining program and service delivery designs to identify additional opportunities for effective and efficient delivery of services.

## **Goals and Objectives:**

- To design and implement programs, based on sound public policies, that meet the basic needs of County residents.
- To form productive operational partnerships with other governmental and non-governmental entities that expands services to County residents.
- To ensure that quality services are being provided to Bexar County residents through effective program evaluation and outcome measurement.
- To provide resource development to enhance and/or expand the services provided by the division, County boards, commissions, and community partners.
- To coordinate community events that educate citizens on issues related to children, seniors, economically disadvantaged populations, and County program services.
- To promote community involvement and development activities.

**Program Description:** The Community Programs Division is responsible for providing operational/administrative support, coordination, monitoring, preparation of reports, and oversight of diverse constituent services, and functions delivered by internal departments and external agencies that include the following:

- Bexar County Child Welfare Board
- Child Welfare Strategic Alliance
- Alamo Work Source Development
- Committee of Six (Alamo Worksource Officials)
- Joint City/County Commission on Elderly Affairs
- Adult Protective Services Task Force
- Child Safety Task Force
- Child Abuse Prevention Task Force
- Justice Assistance Grants
- Regional Homeless Coalition
- Emergency Food and Shelter Program Board

The Community Programs Division staff supports the Executive Director of Community Investment by making policy and service delivery program recommendations for constituent services. The Community Programs Division also negotiates contracts and has monitoring responsibilities for the following internal/external agencies funded by the General Fund:

- Alamo Soil and Water
- Children Advocates of San Antonio
- Christian Senior Services
- City/County Seniors
- Bexar County Detention Ministries
- Family Services Association
- Keep San Antonio Beautiful
- Project Quest (COPS/METRO)
- San Antonio AIDS Foundation
- San Antonio Education Partnership
- San Antonio Food Bank
- San Antonio Sports Foundation
- Seton Home
- The Fund
- The San Antonio Opera
- The San Antonio Symphony
- YWCA
- BioMed SA
- Free Trade Alliance
- Martin L. King March
- San Antonio Technology Accelerator Initiative (SATAI)
- Solar San Antonio
- Neighborhood Resource Center
- Blue Star
- Medal of Honor

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Workload Indicators:**

Number of Contracts Monitored Annually	12	20	20
Number of Community Events Coordinated	15	20	26
Number of Research Projects/Community Plans Completed	2	2	3

**Efficiency Indicators:**

Number of Site Visits Conducted to Monitor Contract Compliance	10	40	40
Percentage of Contracts Negotiated within 120 Days of Start of Fiscal Year	95%	90%	95%
Percentage of Board Packets Distributed Two Weeks Prior to Scheduled Board Meeting	N/A	N/A	85%



FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness Indicators:**

Percentage of Invoices Paid within Contract Guidelines	81%	100%	100%
Percentage of Invoices Returned for Questioned Costs	3%	2%	2%
Amount of Board Volunteer Contributions (\$15/hour)	N/A	\$180,000	\$206,000

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$172,498	\$185,740	\$206,169	\$270,981
Travel and Remunerations	14,108	13,061	13,061	11,840
Operational Costs	8,639	7,732	5,985	3,962
Supplies and Materials	2,664	4,200	4,200	4,200
<b>Total</b>	<b>\$197,909</b>	<b>\$210,733</b>	<b>\$229,415</b>	<b>\$290,983</b>

**Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases by 27 percent compared to the FY 2007-08 estimates. This increase is due primarily to three program changes.
- The Personnel Services group increases by 31.4 percent compared to the FY 2007-08 estimates. This increase is due to the adoption of program changes.
- The Travel and Remunerations group decreases by 9.3 percent compared to the FY 2007-08 estimates. This decrease is primarily due to a reduction in the travel, local mileage line item as requested by the division.
- The Operational Costs group decreases 33.8 percent compared to FY 2007-08 estimates. This decrease is primarily due to a reduction in the Telephone Usage and Technology Improvement Fee line items.
- The Supplies and Materials group remains the same compared to FY 2007-08 estimates.
- Three program changes in the amount of \$65,905 are adopted for FY 2008-09.
  - The program change consists of re-classification of the Community Program Coordinator (E-06) to Community Programs Manager (E-09). The cost of this program change is \$13,099.

- The second program change deletes one Client Service Supervisor (E-04) from the Administration Division of Community Investment and adds one Forensic Interview Specialist (E-06) to the Community Programs Division of Community Investment at a cost of \$7,102.
- The third program change adds one Community Programs Management Analyst (E-05). The cost of this program change is \$45,704.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Child and Family Support Liaison	1	1	1
Community Programs Coordinator	1	1	0
Community Programs Manager	0	0	1
Community Programs Management Analyst	1	1	2
Forensic Interview Specialist	1	1	2
Office Assistant II	1	1	1
<b><i>Total – Community Investment – Community Programs</i></b>	<b>5</b>	<b>5</b>	<b>7</b>

# COMMUNITY INVESTMENT – MENTAL HEALTH INITIATIVE

FUND: 001  
AGENCY: 610

**Mission:** The Mental Health Advocacy Initiative facilitates significant change in Bexar County through the investment of appropriate resources.

**Vision:** To change lives and communities through the careful, deliberate use of tools and resources available to the department.

## **Goals and Objectives:**

- Design and implement programs, based on sound public policies and procedures that address early identification of mentally ill inmates, individual mental health treatment plans, consistent case management, and appropriate supportive services.
- Form productive operational partnerships and collaborations with other governmental and non-governmental entities that will expand services to County residents.
- Conduct early identification of mentally ill inmates that are incarcerated.
- Develop individual mental health treatment plans.
- Ensure quality services, consistent case management and the provision of appropriate supportive services such as treatment, transportation, housing, medicine, clothing and supportive services for mentally ill inmates.
- Provide and promote quality information and referrals to other resources.
- Collaborate with other departments and community based organizations to educate the community about the Mental Health Court and the Mental Health Advocacy Initiative Program.
- Reduce recidivism of mentally ill persons.

**Program Description:** The Mental Health Advocacy Initiative Program conducts early identification of mentally ill persons incarcerated at the Bexar County Adult Detention Center and at the Magistrate's office using various databases including but not limited to jail population reports, Center for Health Care Services (CHCS) and Anazasi systems and PR bond reports. The Office also advises mentally ill persons that are identified of their eligibility for services through the Mental Health Court and the Mental Health Initiatives Program. Furthermore, the Office also facilitates the activities of other departments and external agencies to reduce the amount of time spent in jail by the mentally ill who will accept services through either the Mental Health Court or the Mental Health Initiatives Program.

The Initiative also works with University Health System and CHCS to ensure that mental health screenings are conducted in the shortest time possible. Additionally, the Initiative develops transition and treatment plans for implementation by contractors and County staff. Case management services, information/referrals, and coordination of services for families and persons responsible for the program's participants are also provided. The Office also conducts staffing for the Mental Health Court and educational presentations in the community.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of Referrals per Year	N/A	360	720
Number of Mental Health Court Appearances	N/A	135	432
Number of Persons Enrolled in Mental Health Court	N/A	30	216

**Efficiency Indicators:**

Number of Weekly Staffing with Mental Health Court	N/A	24	52
Number of Weekly/Daily Contacts with Providers	N/A	200	1,425
Number of Public Outreach Presentations	N/A	8	12

**Effectiveness Indicators:**

Number of Compliance with Treatment for 12 Months	N/A	15	108
Number of Successful Completions of Probation Terms	N/A	15	108
Percentage of Demonstrated Reduction of Recidivism	N/A	50%	50%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$0	\$213,129	\$125,470	\$118,355
Travel and Remunerations	0	12,500	12,500	10,000
Operational Costs	0	686,640	359,963	358,149
Supplies and Materials	0	11,500	11,000	3,000
<b>Total</b>	<b>\$0</b>	<b>\$923,769</b>	<b>\$508,933</b>	<b>\$489,504</b>

## **Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget decreases by 3.8 percent compared to the FY 2007-08 estimates. This decrease is a result of allocating a half-year of funding for FY 2008-09. Read Policy Considerations below for further discussion.
- The Personnel Services group decreases by 5.6 percent compared to the FY 2007-08 estimates. This decrease is due to allocating half a year of funding for this appropriation group.
- The Travel and Remunerations group decreases by 20 percent compared to FY 2007-08 estimates. This decrease is based on prior fiscal year's usage.
- The Operational Costs group decreases by 0.5 percent compared to FY 2007-08 estimates.
- The Supplies and Materials group decreases significantly compared to FY 2007-08 estimates. This decrease is primarily due to the division's request for funding within this appropriation group.

**Policy Considerations:** The Mental Health Advocacy Initiative Program was created during FY 2007-08. The program includes one Court Manager, two Case Managers, and one Office Assistant. The Program works with various County departments and offices.

The program also includes two Criminal Mental Health Public Defenders and two Civil Mental Health Public Defenders funded by the County Courts-at-Law and Probate Courts respectively. One Pretrial Bond Officer III is provided by the Criminal Justice Planning and Coordination Department and is utilized for supervision of mentally ill defendants.

Due in part to a late start date for the program, lower than expected program participation, and also difficulty in coordinating the activities of multiple offices and departments, the FY 2008-09 Budget adopts the following:

1. The program's budget is reduced from the \$1.5 million originally allocated to \$979,000. This reduction reflects unused funds and services purchased during FY 2007-08 but available for use during FY 2008-09.
2. A program remediation plan was presented during Commissioners Court deliberations on the FY 2008-09 Budget.
3. As part of the remediation plan that was approved by Commissioners Court, the Mental Health Advocacy Initiative Program must report back to Commissioners Court in March 2009 to review the program's effectiveness.
4. Funding for the period of April 2009 through September 2009 is, therefore, set aside in a contingency line item pending Commissioners Court review.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Mental Health Court Manager	0	1	1
Mental Health Case Manager	0	2	2
Office Assistant IV	0	1	1
<i><b>Total – Community Investment – Mental Health Advocacy Program</b></i>	<i><b>0</b></i>	<i><b>4</b></i>	<i><b>4</b></i>

# COMMUNITY INVESTMENT – VETERANS SERVICES

FUND: 001  
AGENCY: 610

**Mission:** Veterans Services facilitates change in Bexar County through the investment of appropriate resources.

Our mission will be accomplished by:

- Identifying and maximizing all available resources in the community.
- Working cooperatively with other governmental agencies, organizations, and institutions to provide planned, comprehensive services for our customers that avoid duplications.
- Refining program and service delivery designs to identify additional opportunities for effective and efficient delivery of services.
- To develop and implement a comprehensive plan, administration of the program and coordination of projects/activities to effect change for the citizens of Bexar County with a comprehensive array of services and improvements.
- Provide quality services to Bexar County veterans and their families to receive the privileges, rights and benefits they are entitled to under federal, state, and local law.

**Vision:** To change lives and communities through the careful, deliberate use of tools and resources available to the department.

## **Goals and Objectives:**

- Design and implement programs, based on sound public policies, which meets the basic needs of County residents.
- Form productive operational partnerships with other governmental and non-governmental entities that will expand services to County residents.
- Ensure that quality services are being provided to Bexar County residents through effective program evaluation and outcome measurement.
- Provide resource development to enhance and/or expand the services provided by the division, County boards, commissions, and community partners.
- Coordinate community events that educate citizens on issues related to children, seniors, economically disadvantaged populations, and County program services.
- Promote community involvement and development activities.
- Assists all veterans, their families and survivors in presenting, proving and establishing claims, privileges, rights and benefits they may have under federal, state or local law in a timely, responsive, effective and professional manner.
- Provide Quality Services which are accessible to all.
- Manage the public's resources with efficiency and integrity.
- Promote Public Safety and Well Being.
- Encourage flexibility and accountability in all offices and departments.
- Provide an equitable justice system that is responsive to the needs of the Community.
- Create an environment that encourages continuous improvement, innovation and communication in County Operations.

- Use technological solutions to improve operations.
- Promote diversity in the workforce.
- Value every employee and treat them with respect and fairness.
- Develop a highly qualified, dedicated workforce.
- Preserve the history and heritage of Bexar County.
- Improve community relationships and communications.

**Program Description:** The Bexar County Veterans Services Office provides assistance to veterans, dependents and survivors in filing claims for U.S. Department of Veterans Affairs (DVA) compensation, pension, death benefits, educational assistance, home loans, insurance, hospitalization, and out patient care. Veterans Services also processes requests for military discharge up-grades, military records, and other military related matters. The Office maintains and stores military discharge documents (Department of Defense form 214) of veterans having a Bexar County mailing address upon discharge. Veterans Services also maintains benefit claim files for veterans, their dependents, and survivors.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of Interviews Conducted	1,548	2,475	2,500
Number of First Time Visits	666	1,200	1,200
Number of Home Visits	42	97	60

**Efficiency Indicators:**

Number of Claims and Support Statements Issued Per Interview	1.7	1.9	1.9
Number of Interviews Conducted Per Day	6.5	12.0	12.0
Number of Calls Taken Per Day	26.0	32.0	35.0

**Effectiveness Indicators:**

Number of Veterans Receiving Assistance	1,548	2,475	2,500
Waiting Time for Claims Processing Appointment	6 Days	4 Days	4 Days
Percentage of Claims Submitted by the End of the Month	99.3%	99.8%	99.8%



## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$105,978	\$124,604	\$121,663	\$124,954
Travel and Remunerations	501	1,544	922	1,202
Operational Costs	4,261	14,292	15,221	4,441
Supplies and Materials	4,572	1,390	1,390	1,390
<i>Total</i>	<i>\$115,312</i>	<i>\$141,830</i>	<i>\$139,196</i>	<i>\$131,987</i>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget decreases by 5.1 percent compared to the FY 2007-08 estimates. This decrease is due to the deletion of one Office Assistant III.
- The Personnel Services group increases by 2.7 percent compared to the FY 2007-08 estimates. This is due to funding authorized positions based on the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Travel and Remunerations group increases by 30 percent compared to FY 2007-08 estimates. This increase is to cover the cost of travel by the Veteran Services Officers.
- The Operational Costs group decreases by 71 percent compared to FY 2007-08 estimates. This decrease is due to not funding the Compardes for Scholarship program.
- The Supplies and Materials group remains the same compared to FY 2007-08 estimates.
- Two program changes are adopted for FY 2008-09, which results in a net savings of \$11,753.
  - The first program change consists of re-classification of the Veterans Services Officer E-06 to an E-09. The cost of this program change is \$13,099.
  - The second program change deletes one Office Assistance III (NE-04). The cost of this program change results in a savings of \$24,852.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Veterans Service Officer	1	1	1
Assistant Veterans Service Officer	1	2	2
Office Assistant III	1	1	0
<i>Total – Community Investment – Veterans Services</i>	<b>3</b>	<b>4</b>	<b>3</b>

# COMMUNITY INVESTMENT – CHILD WELFARE BOARD

FUND: 001  
AGENCY: 694

**Mission:** The Bexar County Child Welfare Board ensures that appropriate services are provided to abused, neglected, and at-risk children in Bexar County.

**Vision:** The Bexar County Child Welfare Board is a proactive voice for abused, neglected, and at-risk children and families in Bexar County.

## **Goals and Objectives:**

- Interpret the services of the Texas Department of Family and Protective Services to the community and the Commissioners Court.
- Coordinate the use of federal, state, and local funds for foster care and treatment and the expansion of the full range of Children’s Protective Services (CPS).
- Communicate needs and priorities of the community to the Commissioners Court and Children’s Protective Services staff.
- Review the quality of services being rendered by the CPS units.
- Prepare and present an annual budget to the Commissioners Court and authorize spending County funds for appropriated purposes.

**Program Description:** The Bexar County Child Welfare Board is composed of Bexar County Commissioners Court appointees. The Board advocates for the protection of children from abuse and neglect. The Board serves as a conduit between the Texas Department of Family and Protective Services (TDFPS) and the community to increase public awareness of child welfare program polices and needs. TDFPS contracts with Bexar County and the Child Welfare Board to facilitate implementation and administration of the Children’s Protective Services Program. The Board develops policies involving payment to non-custody foster care providers, clothing for foster children, funds for in-home services (Family Based Safety Services), and adoption services. The Board also promotes fund raising activities. Through these policies and the Board’s role in the community, the effectiveness of TDFPS programs for child protection is increased.

## **Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

### **Work Load Indicators:**

#### **CPS Cases/Custody**

Legal Cases/Court Resolutions

New Cases Filed	768	833	833
Number of Children	1,758	1,565	1,565

#### **FBSS Cases/Non-Custody**

FBSS Families Served	2,368	2,399	2,399
FBSS Children Served	5,920	5,998	5,998

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Adoptions**

Project Push Adoptions	348	468	468
Project Swift Adoptions	N/A	281	281

**Efficiency Indicators:**

**CPS Cases/Custody**

Number of Clothing Request Processed	366	346	346
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**FBSS Cases/Non-Custody**

Number of FBSS Family Contacts per FTE	287	281	281
Number of FBSS Service Contacts per FTE	1,149	871	871

**Adoptions**

Average Number of Months from Termination of Parental Rights to Consummation (Project Push)	7	8	8
Average Number of Months from Termination of Parental Rights to Consummation (Project Swift)	17	17	17

**Effectiveness Indicators:**

**CPS Cases/Custody**

Number of Children Dismissed from Conservatorship	1,354	1,680	1,680
Number of Adoptions Consummated	853	874	874

**FBSS Cases/Non-Custody**

Percent of Children Remaining at Home as a Result of FBSS Services	98%	99%	99%
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**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Travel and Remunerations	\$1,758	\$2,000	\$2,000	\$2,000
Operational Costs	2,056,078	2,475,256	2,529,855	2,575,927
Supplies and Materials	144,347	142,500	142,500	142,500
<b>Total</b>	<b>\$2,202,183</b>	<b>\$2,619,756</b>	<b>\$2,674,355</b>	<b>\$2,720,427</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 1.7 percent compared to the FY 2007-08 estimates.
- The Travel and Remunerations group remains the same compared to FY 2007-08 estimates. This reflects full funding of the Board's baseline request in the travel and remunerations appropriation group.

- The Operational Costs group increases by 1.8 percent compared to FY 2007-08 estimates. This reflects funding of a Family Based Safety Services Unit, Project Push, and Project Swift.
- The Supplies and Materials group remains the same compared to FY 2007-08 estimates. This reflects full funding of the Board's baseline request in the supplies and materials appropriation group.

**Policy Considerations:** During the budget planning process for FY 2008-09, the Intake Coordinator program was identified as not meeting performance measures. The Child Welfare Board contracts with Family Services Association to provide an Intake Coordinator at the Neighborhood Place. The Neighborhood Place assists stressed families in accessing social services designed to improve the well-being of families, and reduce the incidence of child abuse and neglect.

The Intake Coordinator was originally funded \$60,000 in FY 2007-08. This year \$55,000 was allocated for the Intake Coordinator. The Intake Coordinator program will be monitored during this fiscal year for effectiveness.

# COMMUNITY SUPERVISION/CORRECTIONS (ADULT PROBATION)

FUND: 001  
AGENCY: 357

**Mission:** To improve safety in the community through rehabilitation efforts and social integration of offenders by using and developing community-based sanctions and/or services whenever and where ever possible; and provide an undaunted and aggressive approach at surveillance and community supervision of these offenders.

**Vision:** To promote the safety of the community at all times and to provide for the protection of society by reducing the incidence of criminal activity committed by those under community supervision.

## Goals and Objectives:

- Protect the community and enhance public safety.
- Provide correctional and court related services to the Judiciary and respond to their needs.
- Educate the public.
- Develop, implement, improve, expand, and maintain maximally effective correctional programs and services that address a preventive function or provide for early intervention for at-risk individuals.
- Instill and facilitate a positive change in offenders' behavior by means of counseling, guidance, assistance, surveillance, restraint, enforcement, and punishment.
- Ensure accountability in all programs.
- Use technology to improve operations.

**Program Description:** The Bexar County Community Supervision and Corrections Department operates under a statutory requirement to supervise all individuals within Bexar County who have been convicted of a criminal offense and placed on probation by a District or County Court-at-Law.

Supervision includes pre-sentence investigation (PSI), monthly reporting, preparation of violation reports to the Criminal District Attorney's Office, submission of motions to revoke probation to the appropriate court, and visits to probationers' homes. In addition to basic supervision, the department operates a 60-bed Restitution Center, a 100-bed Drug/Alcohol Violators Facility, and a 50-bed Zero Tolerance Facility. These programs operate seven days a week, 24 hours a day. The department collects restitution and sends payment to victims. Court costs, court-appointed attorney fees, and fines are also collected on behalf of Bexar County.

Community Supervision/Corrections receives its primary funding from the State of Texas. The State provides all personnel costs, with the County funding the facilities, utilities, and equipment.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Probationers Reported to Office	261,375	275,810	280,000
Prepared / Submitted Violation Reports	8,614	7,276	7,276
# of Defendants placed on probation	17,183	15,764	15,764

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Efficiency Indicators:</b>			
Average Caseload per Officer	167	164	164
Caseload for specialized unit	39	24	24
Average # of probationers supervised	27,265	32,188	33,000
<b>Effectiveness Indicators:</b>			
# successful completion	9,621	11,748	11,748
# felony revocations	1,306	1,826	1,826
# community service hours	161,704	165,000	165,000

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs	\$931,582	\$977,724	\$1,004,023	\$797,279
Supplies and Materials	3,974	20,198	19,198	21,000
Interfund Transfer	120	0	0	0
<b>Total</b>	<b>\$935,676</b>	<b>\$997,922</b>	<b>\$1,023,221</b>	<b>\$818,279</b>

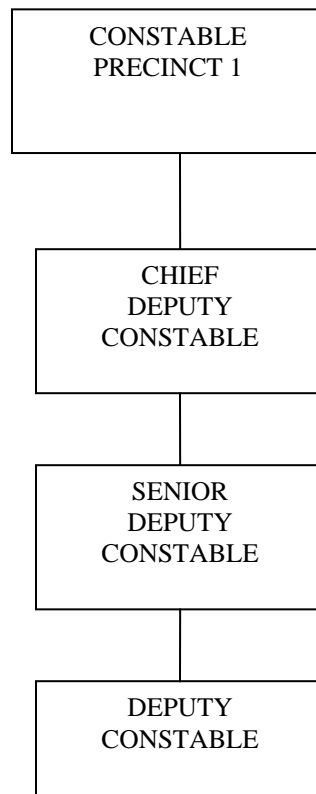
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget decreases 20 percent in comparison to FY 2007-08 estimates. The significant decrease is reflected in the operational appropriations described below.
- The Operational Costs group decreases by 14 percent compared to the FY 2007-08 estimates. The significant decrease in expenses is related to the relocation of the Adult Probation Department to a County Building next fiscal year. Funding is allocated for 9 months at their current lease space.
- The Supplies and Materials increases 9.3 percent from the FY 2007-08 estimate. Relocation furniture is funded for the move anticipated in May 2009.

**Policy Consideration:**

The FY 2008-09 Adopted Budget for the Community Supervision and Corrections Department includes a total of \$200,629 in technology funding. These funds will be used to purchase equipment necessary to maintain daily operations. This includes personal computers, laptops, printers, and telephones. This amount of technology funding was approved after commitments were made by the Adult Probation Department to the Commissioners Court that they would decrease the amount of time for pre-sentence investigations (PSI) by at least a week. Planning and Resource Management will continue to monitor that the performance measures and agreements with the Commissioners Court are fulfilled.

# CONSTABLE, PRECINCT 1





# CONSTABLE, PRECINCT 1

FUND: 001  
AGENCY: 361

**Mission:** To provide a safe living and working environment for the citizens of Precinct 1 and to effectively serve and protect the community in a professional manner that promotes an environment that is safe for citizens at home and work.

**Vision:** To serve the Precinct 1 community by providing a model neighborhood law enforcement department with properly trained and equipped deputy constables who serve the community in a professional and sensitive manner.

## **Goals and Objectives:**

- To handle civil process and warrants in a timely manner
- Practice community policing to reduce the crime rate and school truancy
- Promote a positive relationship with the community and all law enforcement agencies
- Reduce burglaries, thefts, the distribution and use of narcotics; and enforce underage drinking laws
- Patrol officers will maintain high visibility near school zones and schools to ensure a safe school environment; also providing law enforcement in unincorporated areas

**Program Description:** As trained peace officers, the Constables and their staffs provide County residents the first level of law enforcement protection. Bexar County has four Constables directly elected to four-year terms by the residents of their respective precincts. The Constables are engaged in lowering truancy and high school drop out rates, reducing juvenile crime, working with the Justice of the Peace Courts to improve efficiency, reducing neighborhood crime through cooperative efforts with neighborhoods, closing “gaps” between law enforcement systems, and ensuring that civil process is efficient and cost-effective for the taxpayers.

As provided for in the Code of Criminal Procedure, the Texas Rules of Civil Procedure, and other applicable laws, Constables and their deputies may execute and return any process, civil or criminal. This includes any warrant, citation, notice, subpoena, or writ in Bexar County, or in certain cases, contiguous counties. Locally, Constables serve civil and criminal process originating in the Justice of the Peace Courts, District Courts and County Courts-at-Law. Through State statute, Constables are mandated to attend to the Justice of the Peace Courts in their respective precincts, to include providing bailiff services, transporting prisoners, and summoning jurors.

Due to the countywide focus on decreasing and deterring juvenile crime, Constables are becoming more involved with truancy issues in the precincts and are assisting the Juvenile Probation Department by serving court summonses to juvenile offenders. Increasingly, Constables are also being called upon to assist the Office of the Attorney General by serving warrants for non-payment of child support.

In addition to their judicial and statutory responsibilities, Constables perform various unique law enforcement activities in their precincts. These include traffic law enforcement, special event monitoring, efforts aimed at curbing gang and narcotics activity, involvement with youth programs, a K-9 Unit, bike patrol, lake and park security, and a variety of other functions.

**Other Functions:**

- Lecture at schools, work with parents and school officials to reduce crime and truancy
- Perform various law enforcement activities, which include directing traffic, special event monitoring, curbing gang and narcotics activity, youth programs (Explore Program), K9 Unit, bike patrol, lake and park security and other functions.
- Patrol shopping malls and business areas to assist the public and prevent crime.
- Reduce the sale and use of narcotics in the Precinct 1 service area.
- During school hours, provide high visibility near school zones and schools to provide a safe environment for students going to and from school.
- During non-school hours, promote traffic safety and reduce crime in residential areas.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Civil Process served	11,572	18,500	20,000
Warrants/Capias served	14,795	17,000	19,000
Number of hours per month spent on school zones	420	420	420
<b>Efficiency Indicators:</b>			
Avg. # of papers served per day	112	128	144
Avg. # of papers served per officer	2	8	9
# of Truancy contacts	800	1,100	880
<b>Effectiveness Indicators:</b>			
% of warrants executed	94%	91%	96%
Bailiff service hours provided	16	17	17
Warrant revenue collected	\$2,207,614	\$2,400,000	\$2,500,000

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,252,632	\$1,420,031	\$1,381,242	\$1,410,880
Travel and Remunerations	3,336	4,250	3,250	3,250
Operational Costs	50,936	75,757	79,766	79,741
Supplies and Materials	26,237	41,100	44,700	109,916
Capital Expenditures	0	10,000	8,000	0
Interfund Transfer	121	0	0	0
<b>Total</b>	<b>\$1,333,262</b>	<b>\$1,551,138</b>	<b>\$1,516,958</b>	<b>\$1,603,787</b>

**Program Justification and Analysis:**

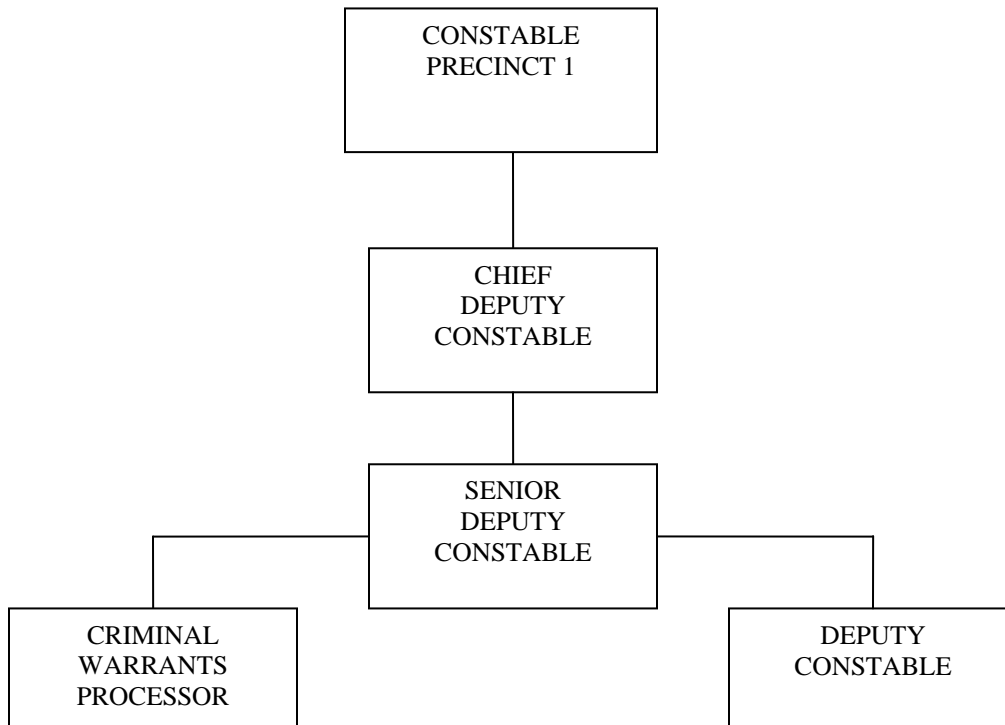
- The FY 2008-09 Adopted Budget increases by 5 percent when compared to FY 2007-08 estimates. This increase is attributed to the Program Changes described below.

- The Personnel Services group increases by 2 percent compared to FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group remains unchanged from FY2007-08 estimates.
- The Operational Costs group remains relatively unchanged when compared to FY 2007-08 estimates.
- The Supplies and Materials group increases significantly compared to FY 2007-08 estimates due to increased funding for vehicle fuel and oil expenses associated with acquisition of County-owned fleet vehicles.
- Program Changes for Constable Precinct 1 include the addition of one Deputy Constable in the amount of \$69,018. This position was added to address the warrants in Precinct 1.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09 .

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Constable	1	1	1
Administrative Clerk II	3	3	3
Chief Deputy Constable	1	1	1
Deputy Constable	14	18	19
Office Assistant III	1	1	1
Security Monitor	2	0	0
Senior Deputy Constable	1	1	1
<b><i>Total -Constable, Precinct 1</i></b>	<b>23</b>	<b>25</b>	<b>26</b>

# CONSTABLE, PRECINCT 2



# CONSTABLE, PRECINCT 2

FUND: 001  
AGENCY: 362

**Mission:** To promote a safe and responsible local community by enforcing court orders, supporting and practicing prevention and early intervention, working in complement with other law enforcement agencies while avoiding duplication of services and reducing the number of traffic accidents in Precinct 2.

**Vision:** We are a community based police agency dedicated to responding to any needs which may arise. As Texas Peace Officers, we promote safe, responsible local communities by:

- Enforcing court orders
- Supporting and practicing prevention and early intervention activities
- Working in complement with other law enforcement agencies while avoiding duplication of service
- Reducing the number of fatal/non-fatal traffic accidents through the enforcement of traffic laws on all roadways in Precinct 2, Bexar County.
- Complying with all state mandated requirements set out by the Texas State and the Texas Constitution

## **Goals and Objectives:**

- Provide Justice Court with security as directed by the Texas Constitution
- Service of all civil process
- Execution of warrants
- Traffic enforcement
- Apprehending offenders
- Alcohol, drug and tobacco education and awareness to minors
- Reducing school truancy
- Assisting the citizens of Bexar County
- Reduce the number of traffic accidents through the enforcement of traffic laws in school zones and on roadways of Bexar County.
- Serve all warrants received from the Justice of the Peace Courts in a timely manner.

**Program Description:** As trained peace officers, the Constables and their staffs provide County residents the first level of law enforcement protection. Bexar County has four Constables directly elected to four-year terms by the residents of their respective precincts. The Constables are engaged in lowering truancy and high school drop out rates, reducing juvenile crime, working with the Justice of the Peace Courts to improve efficiency, reducing neighborhood crime through cooperative efforts with neighborhoods, closing “gaps” between law enforcement systems, and ensuring that civil process is efficient and cost-effective for the taxpayers.

As provided for in the Code of Criminal Procedure, the Texas Rules of Civil Procedure, and other applicable laws, Constables and their deputies may execute and return any process, civil or criminal. This includes any warrant, citation, notice, subpoena, or writ in Bexar County, or in certain cases, contiguous counties. Locally, Constables serve civil and criminal process originating in the Justice of the Peace Courts, District Courts and County Courts-at-Law. Through State statute, Constables are mandated to attend to the Justice of the Peace Courts in their respective precincts, to include providing bailiff services, transporting prisoners, and summoning jurors.

In addition to their judicial and statutory responsibilities, Constables perform various unique law enforcement activities in their precincts. These include traffic law enforcement, special event monitoring, efforts aimed at curbing gang and narcotics activity, involvement with youth programs, a K-9 Unit, bike patrol, lake and park security, and a variety of other functions.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Total Traffic Citations Filed with Court	10,337	13,244	15,500
Civil Process Received	10,611	10,993	11,400
Criminal Warrants Received	15,387	24,500	18,600
<b>Efficiency Indicators:</b>			
Traffic Citations per FTE	5,168	3,784	4,429
Civil Process Executed per FTE	1,187	951	1,150
Warrants Executed per FTE	2,031	1,490	2,273
<b>Effectiveness Indicators:</b>			
% of Civil Process Executed	90%	87%	101%
% of Criminal Warrants Executed	66%	33%	67%
Warrants Executed	10,154	8,200	12,500

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,298,518	\$1,596,258	\$1,585,399	\$1,577,237
Travel and Remunerations	5,958	8,175	8,175	8,000
Operational Costs	98,983	124,523	130,578	128,641
Supplies and Materials	70,938	87,226	71,448	135,910
Capital Expenditure	5,926	0	0	20,000
Interfund Transfer	121	0	0	0
<b>Total</b>	<b>\$1,480,444</b>	<b>\$1,816,182</b>	<b>\$1,795,600</b>	<b>\$1,869,788</b>

**Program Justification and Analysis:**

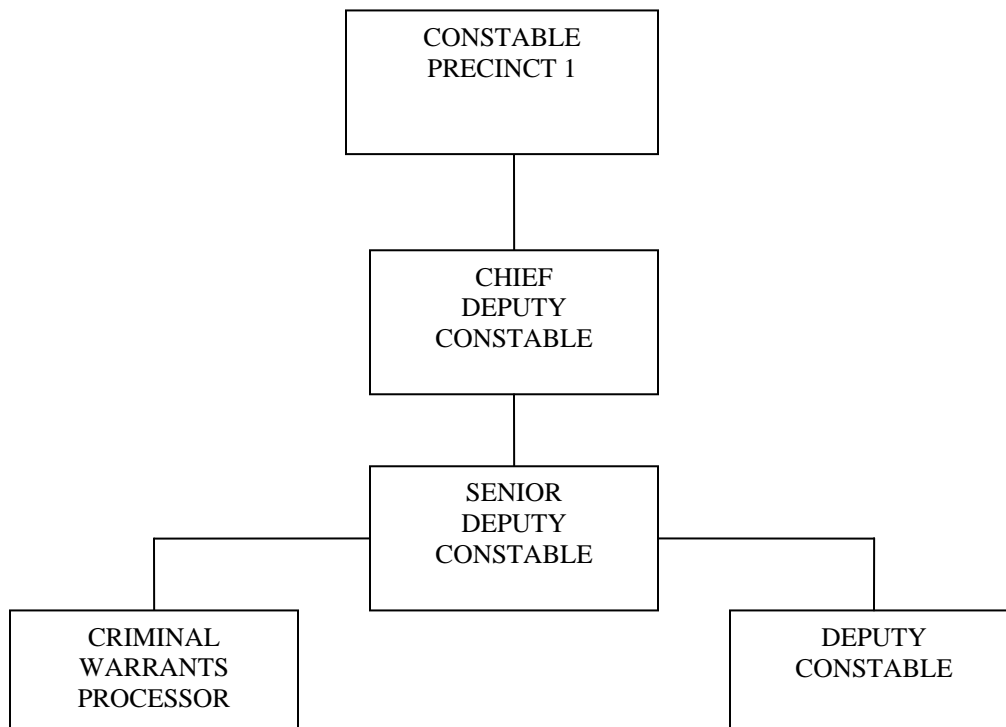
- The FY 2008-09 Adopted Budget increases by 4 percent when compared to FY 2007-08 estimates. This increase is due to funding associated with Program Changes as described below.
- The Personnel Services Group decreases slightly when compared to FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group decreases less than 1 percent compared to FY 2007-08 estimates.

- The Operational Costs group also decreases less than 1 percent when compared to FY 2007-08 estimates.
- The Supplies and Materials group increases by 83 percent compared to FY 2007-08 estimates due to increased funding for vehicle fuel and oil expenses associated with the acquisition of additional County-owned fleet vehicles.
- The Capital Expenditures Appropriation includes funding that will upgrade the deputy vehicle digital video recording equipment.
- Program Changes for the office of Constable Precinct 2 include the deletion of one Deputy Trainer position in the amount of \$56,926. This program change is due to the lack of involvement with all other Precincts in Bexar County.
- The second program change for the office of Constable Precinct 2 includes the addition of one Deputy Constable to handle an increase in civil warrants in the area. The cost of the additional position is \$69,018.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Constable	1	1	1
Criminal Warrants Processor	0	1	1
Administrative Clerk II	3	2	2
Chief Deputy Constable	1	1	1
Deputy Constable	15	21	21
Office Assistant III	1	1	1
Security Monitor	1	0	0
Senior Deputy Constable	2	2	2
<b><i>Total -Constable, Precinct 2</i></b>	<b>24</b>	<b>29</b>	<b>29</b>

# CONSTABLE, PRECINCT 3





# CONSTABLE, PRECINCT 3

FUND: 001  
AGENCY: 242

**Mission:** It is the mission of Bexar County Constable, Precinct 3 Office to serve the citizens of this precinct and Bexar County in a professional, courteous, educated, and respectful manner. This office will execute all legal documents delivered to this office in an efficient, timely, and professional manner as well as to make all returns promptly and accurately. Included in this mission is a mandate to show respect to all persons that this office contacts and to have compassion for those in need of our aid and services. To accomplish the mission of Bexar County Constable, Precinct 3 Office, we will strive to educate ourselves in all areas of law enforcement, cultural diversity and sensitivity, racial profiling, use of force, and protection for all citizens.

**Vision:** The vision for the Constable's Office encompasses working with the Justice of the Peace Courts to: improve efficiency, ensure that civil process is efficient and cost effective for the taxpayers, continue to develop and refine the warrant revenue collection procedure to maximize the collection of warrant fines and court costs, vigorously enforce traffic laws to minimize deaths and injuries, and maximize the safety level of the motoring public in Bexar County.

## **Goals and Objectives:**

- Actively and consistently enforce federal and state laws and applicable County orders.
- Provide the Justice of the Peace Court with trained bailiff officers to ensure the safety and security of all court personnel, court officers, and all those having business with the Justice Court.
- Be reasonable, open minded listeners and honest communicators in order to negotiate, solve and/or resolve issues and problems creatively where possible, and model a positive attitude, approach and skills as a peace officer.
- Increase the efficiency of civil process and the courts in Bexar County by serving all civil process papers in a timely manner at or above the state average of seven papers per day.
- Consistently increase the warrant revenue collected by following the developed warrant collection procedure and working with defendants to ensure collection of fines and court costs. Help save lives and reduce injuries by vigorously enforcing all traffic laws.

**Program Description:** As trained peace officers, the Constables and their staffs provide County residents the first level of law enforcement protection. Bexar County has four Constables directly elected to four-year terms by the residents of their respective precincts. The Constables are engaged in lowering truancy and high school drop out rates, reducing juvenile crime, working with the Justice of the Peace Courts to improve efficiency, reducing neighborhood crime through cooperative efforts with neighborhoods, closing "gaps" between law enforcement systems, and ensuring that civil process is efficient and cost-effective for the taxpayers.

As provided for in the Code of Criminal Procedure, the Texas Rules of Civil Procedure, and other applicable laws, Constables and their deputies may execute and return any process, civil or criminal. This includes any warrant, citation, notice, subpoena, or writ in Bexar County, or in certain cases, contiguous counties. Locally, Constables serve civil and criminal process originating in the Justice of the Peace Courts, District Courts and County Courts-at-Law. Through State statute, Constables are mandated to attend to the Justice of the Peace Courts in their respective precincts, to include providing bailiff services, transporting prisoners, and summoning jurors.

In addition to their judicial and statutory responsibilities, Constables perform various unique law enforcement activities in their precincts. These include traffic law enforcement, special event monitoring, efforts aimed at curbing gang and narcotics activity, involvement with youth programs, a K-9 Unit, bike patrol, lake and park security, and a variety of other functions.

**Other functions:**

- Serve all civil process from Bexar County Justice of the Peace Courts, County Courts, District Courts, Federal Courts, Out-of-County Courts, and Texas Attorney General, Texas Workforce Commission, and other state boards and commissions as directed.
- Execute all warrants issued by the Justice of the Peace Court.
- Control traffic and enforce traffic laws in and around school zones and neighborhoods while projecting a positive model of law enforcement for youth.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Civil Process Received	14,985	20,400	21,000
Criminal Warrants Received	9,900	10,300	12,000
Process Executed	14,931	20,318	20,916
<b>Efficiency Indicators:</b>			
Criminal Warrants Executed per FTE	1,340	1,445	1,700
Process Executed per FTE-Daily	7.7	10.6	11
Process Executed per FTE	1,866	2,558	2,615
<b>Effectiveness Indicators:</b>			
Percent of Process Executed	99.6%	99.6%	99.6%
Criminal Warrant Revenue Generated per FTE	\$222,341	\$245,000	\$255,000
Criminal Warrants Executed	5,362	6,500	7,700

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,128,033	\$1,254,743	\$1,215,628	\$1,268,813
Travel and Remunerations	1,243	3,500	3,098	3,119
Operational Costs	77,917	93,660	98,060	103,769
Supplies and Materials	23,814	22,508	28,890	72,836
Interfund Transfers	121	0	0	0
<b>Total</b>	<b>\$1,231,128</b>	<b>\$1,374,411</b>	<b>\$1,345,676</b>	<b>\$1,448,537</b>

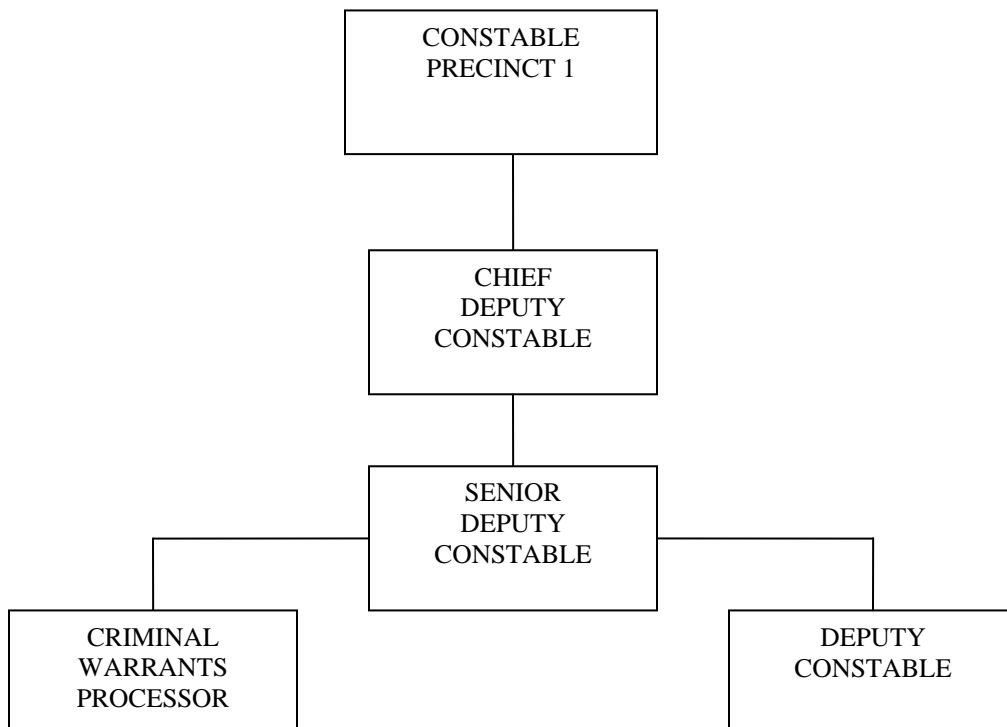
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 7 percent when compared to FY 2007-08 estimates. This increase is due to an increase in funding for Supplies and Materials and Program Changes described below.
- The Personnel Services group decreases by 4 percent when compared to FY 2007-08 estimates. The personnel appropriation represents funding of existing positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group increases less than 1 percent compared to FY2007-08 estimates.
- The Operational Costs group increases by 5 percent compared to FY 2007-08 estimates.
- The Supplies and Materials group increases substantially compared to FY 2007-08 estimates due to increased funding for vehicle fuel and oil expenses associated with the acquisition of additional County-owned fleet vehicles.
- Program Changes for the office of Constable Precinct 3 include the addition of one full-time Deputy Constable in the amount of \$69,653. This program change reflects the need for reduction of the warrant backlog.
- The second program change is the addition of one Criminal Warrants Processor in the amount of \$37,434. This program change is will also address the current high volume of warrants in the backlog.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Constable	1	1	1
Administrative Clerk II	1	1	1
Chief Deputy Constable	1	1	1
Criminal Warrants Processor	0	1	2
Deputy Constable	13	13	14
Office Assistant III	1	1	1
Senior Deputy Constable	2	2	2
<b>Total -Constable, Precinct 3</b>	<b>19</b>	<b>20</b>	<b>22</b>

# CONSTABLE, PRECINCT 4



# CONSTABLE, PRECINCT 4

FUND: 001  
AGENCY: 364

## **Mission:**

- To enforce court orders.
- To support and practice crime prevention and early intervention activities.
- To work in complement with other law enforcement agencies and local school districts while avoiding duplication of service.

## **Vision:**

- To continue to provide efficient and cost effective civil process service for our customers and the taxpayers.
- To work towards less truancy, resulting in more students completing high school and entering college or the job market.
- To have fewer school age children on the streets during school hours, resulting in less juvenile crime and fewer dropouts.
- To develop a close working relationship with the Justice of the Peace and Juvenile Court systems to increase efficiency.
- To promote less crime in neighborhoods through the use of prevention and early intervention programs identified and supported by the community.
- To continue to work with all law enforcement agencies in an effort to be a viable force to solve community problems and avoid duplication of services.

## **Goals and Objectives:**

- To serve all warrants received from the Justice of the Peace court in a timely manner.
- To serve all civil process in a timely manner.
- To work with school districts to operate the Absent Student Assistance Program (A.S.A.P.) to reduce truancy.
- To work school zones in the precinct to keep the children safe both to and from school.
- To work with neighborhood and community leaders to address the needs in the precinct.
- To work with the school districts, District Attorney and other law enforcement entities to achieve a reduction in truancy.
- To keep a line of communication and cooperation open with all elected officials and County departments.

**Program Description:** As trained peace officers, the Constables and their staffs provide County residents the first level of law enforcement protection. Bexar County has four Constables directly elected to four-year terms by the residents of their respective precincts. The Constables are engaged in lowering truancy and high school drop out rates, reducing juvenile crime, working with the Justice of the Peace Courts to improve efficiency, reducing neighborhood crime through cooperative efforts with neighborhoods, closing “gaps” between law enforcement systems, and ensuring that civil process is efficient and cost-effective for the taxpayers.

As provided for in the Code of Criminal Procedure, the Texas Rules of Civil Procedure, and other applicable laws, Constables and their deputies may execute and return any process, civil or criminal. This includes any warrant, citation, notice, subpoena, or writ in Bexar County, or in certain cases, contiguous counties. Locally, Constables serve civil and criminal process originating in the Justice of the Peace Courts, District Courts and County Courts-at-Law. Through State statute, Constables are mandated to attend to the Justice of the Peace Courts in their respective precincts, to include providing bailiff services, transporting prisoners, and summoning jurors.

Due to the countywide focus on decreasing and deterring juvenile crime, Constables are becoming more involved with truancy issues in the precincts and are assisting the Juvenile Probation Department by serving court summonses to juvenile offenders. Increasingly, Constables are also being called upon to assist the Office of the Attorney General by serving warrants for non-payment of child support.

In addition to their judicial and statutory responsibilities, Constables perform various unique law enforcement activities in their precincts. These include traffic law enforcement, special event monitoring, efforts aimed at curbing gang and narcotics activity, involvement with youth programs, a K-9 Unit, bike patrol, lake and park security, and a variety of other functions.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Civil Process Served	5,411	6,100	6,710
Warrants Served	3,290	3,634	4,387
School zone citation issued	281	653	718
<b>Effectiveness Indicators:</b>			
Av. Papers served per day per deputy	9	10	11
Av. Number of juvenile summons and pick up orders executed per month	210	212	215
Av. Number of ASAP contacts per mo.	74	106	117
<b>Effectiveness Indicators:</b>			
% of papers served within 5 days	90%	90%	90%
% warrants executed with fines	72%	73%	74%
% warrants cleared	41%	42%	43%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$823,994	\$966,675	\$952,709	\$1,119,064
Travel and Remunerations	2,380	4,500	2,500	2,500
Operational Costs	95,659	95,294	94,304	103,085
Supplies and Materials	21,394	49,841	39,686	98,654
Capital Expenditures				98,271
<b>Total</b>	<b>\$943,427</b>	<b>\$1,116,310</b>	<b>1,089,199</b>	<b>\$1,421,574</b>

**Program Justification and Analysis:**

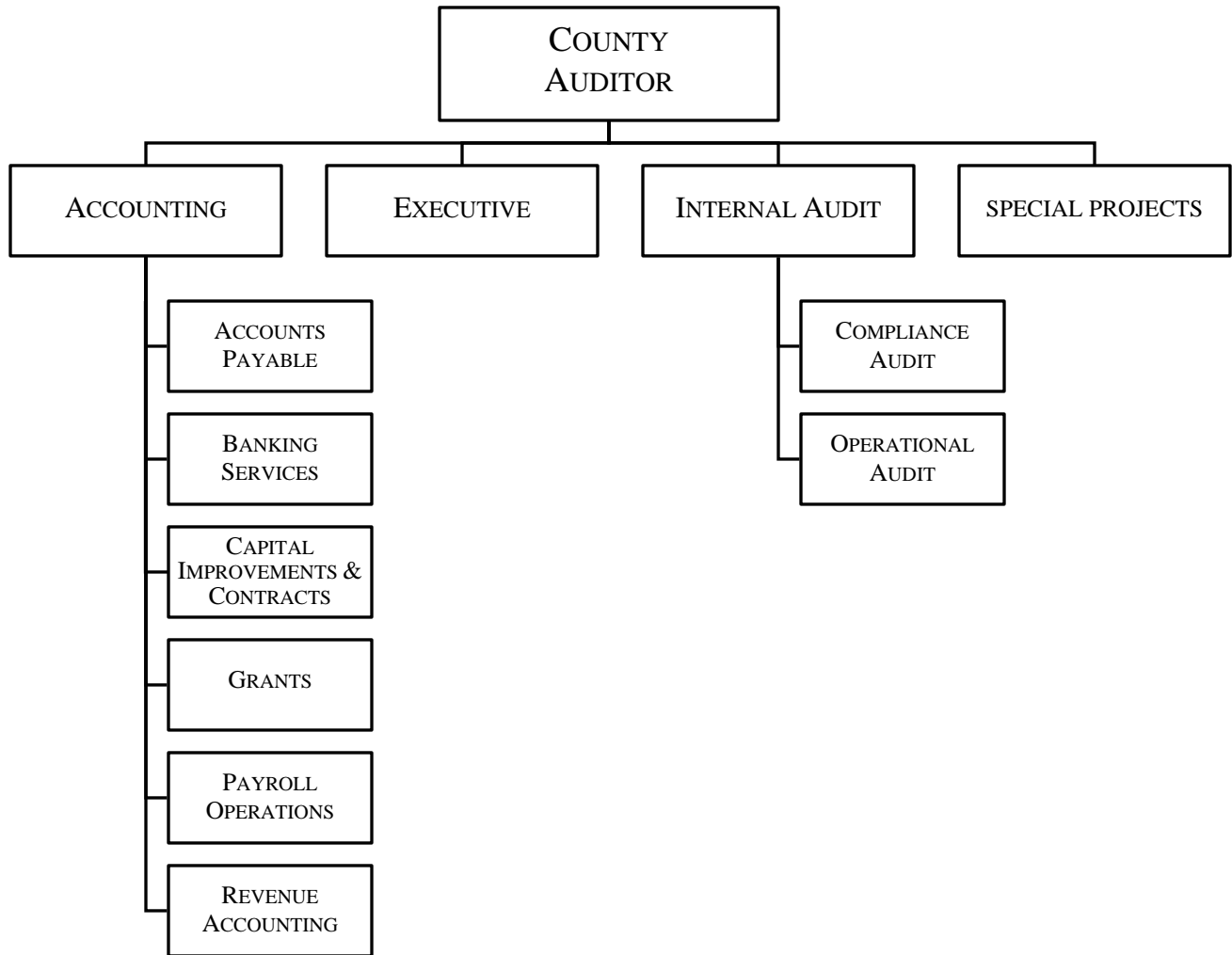
- The FY 2008-09 Adopted Budget increases significantly compared to FY 2007-08 estimates. This increase is due to Program Changes as described below.
- The Personnel Appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. This also includes funding for the program changes described below.

- The Travel and Remunerations group remains unchanged compared to FY 2007-08 estimates.
- The Operational Costs group increases by 9 percent compared to FY 2007-08 estimates. The increase is due to an increase in rental expenses at the new Precinct location.
- The Supplies and Materials group increases significantly when compared to FY 2007-08 estimates due to increased funding for vehicle fuel and oil expenses associated with the acquisition of additional County-owned fleet vehicles.
- The Capital Expenditures Appropriation includes funding for three vehicles for the additional personnel described in the program changes below.
- Program changes for the office of Constable Precinct 4 include the addition of two traffic Deputy Constables in the amount of \$186,662. This program change reflects an increase in workload for traffic citations.
- The second program change is the addition of one warrant Deputy Constable in the amount of \$89,931. This program change reflects an increase in warrants workload.
- The third program change is the addition of a full-time Criminal Warrants Processor in the amount of \$40,364. This program changes will address the current warrant backlog for Precinct 4.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Constable	1	1	1
Administrative Clerk II	2	2	2
Chief Deputy Constable	1	1	1
Criminal Warrants Processor	1	1	2
Deputy Constable	9	9	12
Senior Deputy Constable	2	2	2
<b><i>Total -Constable, Precinct 4</i></b>	<b><i>16</i></b>	<b><i>16</i></b>	<b><i>20</i></b>

# COUNTY AUDITOR





# COUNTY AUDITOR

FUND: 001  
AGENCY: 105

**Mission:** To be an independent and progressive organization recognized for professionalism in carrying out the County Auditor's duties and responsibilities. To provide timely, accurate and meaningful financial information on the fiscal affairs of county government and to provide ancillary support to the Commissioners Court, other elected officials, department heads, and the general public.

**Vision:** Create and maintain an environment of sound fiscal management and efficient financial operations at all levels of county government, through aggressive support, increased interactive collaboration and communication to assure efficient collection and reporting of revenues and legal compliance with budget expenditures.

## **Goals and Objectives:**

- PROFESSIONALISM - To set and meet quality and professional standards in carrying out the duties and responsibilities of the County Auditor's Office.
- INDEPENDENCE - To maintain an appropriate level of independence in order that the Auditor's Office may freely question and investigate County programs and issues.
- INNOVATION/PRODUCTIVITY - To encourage and promote innovative and productive approaches to current programs and processes both in the Auditor's Office as well as other County Departments.
- PERSONAL GROWTH AND ENRICHMENT - To provide quality training as well as open communications to develop job skills, personal growth, professionalism, and an environment which encourages innovation and positive attitudes.

**Program Description:** The Auditor's Office is organized into four divisions as follows:

- I. Executive Division
- II. Special Projects Division
- III. Accounting Division
- IV. Internal Audit Division

The Executive Division is headed by the First Assistant County Auditor and is comprised of the Executive Administrative Assistant to the County Auditor and the First Assistant County Auditor. Reporting to the Administrative Assistant in this Division is the receptionist for the office and one accounting clerk.

The Special Projects Division is headed by the Director of Special Projects and is comprised of the following activities; implementation of the County wide cashiering conversion, implementation of the County wide financial system, special projects as they arise, documentation of County business practices. The special project division is charged with handling those special programs as assigned by the County Auditor. The current programs to be developed include analytical procedures for all revenues and expenditures; documentation of the business practices for all departments; committing current accounting procedures developed by the County Auditor to writing; assisting with the selection and implementation of a county wide cashiering system; and assisting with the selection and implementation of a new financial management system.

The Accounting Division is under the direction of the Director of Accounting and is comprised of the following functions; financial accounting and reporting, banking, revenue accounting, payroll, accounts payable, contract monitoring, and capital improvements.

The Internal Audit Division of the Bexar County Auditor’s Office conducts internal reviews, automated system reviews, and special projects for the Auditor and other County Departments. The Internal Audit Division also functions as a troubleshooter for other departments, answering questions ranging from how to record transactions to how to design the systems used to enter those transactions. The Audit Division is also responsible for assisting the County Auditor in the prescriptive role of adopting and enforcing regulations consistent with the law needed for the speedy and proper collecting, checking, and accounting for the receipt of funds that belong to the County or to a person for whom a district, County or precinct officer has made a collection and the officer holds the funds for their benefit. The Internal Audit Division conducts regular audits of cash on hand at all county offices.

Additional Goals of the Internal Audit Division are to:

1. safeguard county assets and revenues
2. safeguard public funds not belonging to the County
3. safeguard private funds in the control of County, district and precinct officials
4. find ways to increase revenue and reduce costs
5. protect the County from unnecessary liability while maintaining efficient delivery of services

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Work Load Indicators:**

Number of special projects scheduled	N/A	5	4
Number of payroll distributions	115,686	116,400	117,100
Number of direct hours on audits	10,000	10,965	12,715

**Efficiency Indicators:**

Average direct hours on special projects per FTE	N/A	845	1,704
Average requested payroll change per FTE	N/A	653	663
Average direct hours on audits per FTE	1,000	997	1,060

**Effectiveness Indicators:**

Percentage of audits completed to audits scheduled	69%	83%	88%
Percentage of audit reports issued to audits scheduled	56%	57%	65%
Percentage of special projects completed to special projects assigned	N/A	84%	87%

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$3,212,045	\$3,546,706	\$3,476,745	\$3,604,075
Travel and Remunerations	25,091	36,175	33,000	33,000
Operational Costs	349,643	371,935	367,259	359,727
Supplies and Materials	62,014	52,000	49,000	96,256
Interfund Transfer	3,039	0	0	0
<b>Total</b>	<b>\$3,651,832</b>	<b>\$4,006,816</b>	<b>\$3,926,004</b>	<b>\$4,093,058</b>

## **Program Justification and Analysis:**

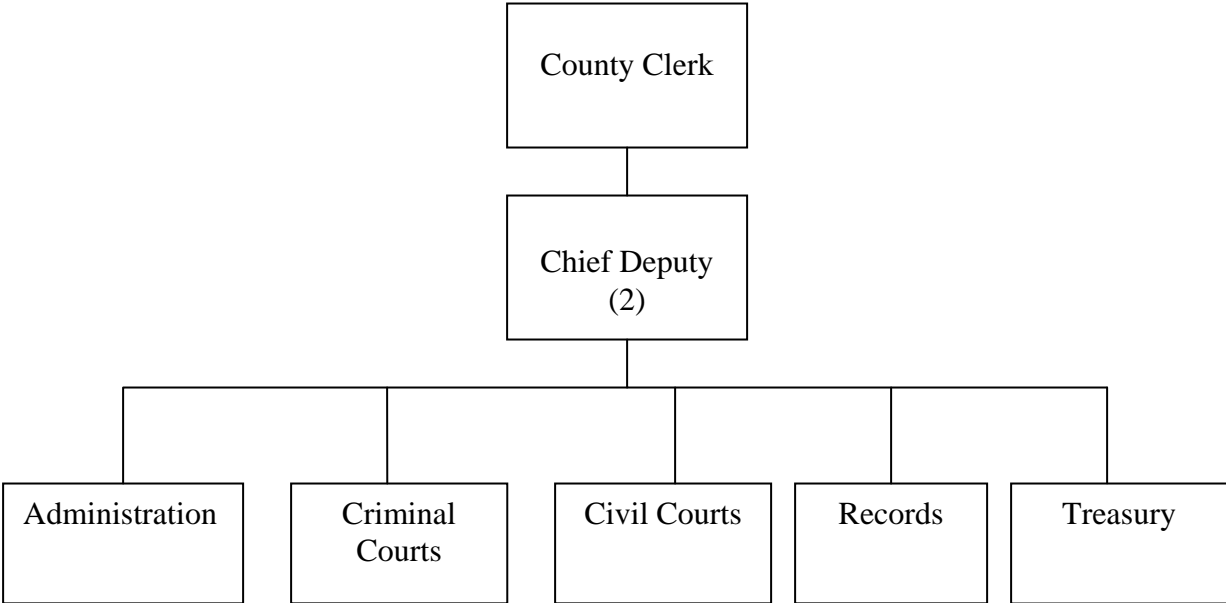
- The FY 2008-09 Approved Budget increases by 4.3 percent compared to the FY 2007-08 estimates. This increase is due primarily to program changes.
- The Personnel Services group increases 3.7 percent compared to the FY 2007-08 estimates. This increase represents funding of authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any previous salary increases.
- The Travel and Remunerations group remains the same compared to FY 2007-08 estimates.
- The Operational Costs group decreases 2 percent compared to FY 2007-08 estimates. This is due to decreases in the Technology Improvement Fee and Computer and Other Equipment Repairs line items.
- The Supplies and Materials group increases by 96 percent compared to FY 2007-08 estimates. This is due to an increase in the Computer Supplies line item for the purchases of an audit software package and servers.
- Three program changes in the amount of \$61,023 are approved for FY 2008-09.
  - The first program change approves one Staff Auditor V (E-08) to serve as the Grant Auditor. The cost of this program change is \$35,865. This position will be paid half from the General Fund and half from grant funds.
  - The second program change includes salary increases for six positions at a cost of \$25,158. Due to the salary increase of one of these positions, one Staff Auditor I position is deleted and one Staff Auditor II position is added.
  - The Venue Accountant (E-08) authorized during FY 2008-09 is now approved to split their time for venue accounting and capital projects accounting and will be funded accordingly through the use of timesheets. This position will be paid through project funding.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Executive</b>			
County Auditor	1	1	1
Accounting Clerk III	1	1	1
Accounting Clerk II	1	1	1
Executive Assistant	1	1	1
First Assistant County Auditor	1	1	1
Office Assistant III	1	1	1
<i>Total – Executive</i>	6	6	6
<b>Accounting</b>			
Accountant I	2	2	2
Accountant II	6	6	6
Accountant III	5	5	5
Accountant IV	1	1	1
Accountant V	1	1	1
Accounting Clerk	2	2	2
Accounting Clerk II	1	1	1
Accounting Clerk III	2	2	2
Assistant Manager of Payroll Operations	1	1	1
Director of Accounting Division	1	1	1
Manager of Accounts Payable	1	1	1
Manager of Banking Services	1	1	1
Manager of Capital Improvements & Contracts	1	1	1
Manager of Financial Accounting	1	1	1
Manager of Grants	1	1	1
Manager of Insurance & Benefits	1	1	1
Manager of Payroll Operations	1	1	1
Manager of Retirement & Payroll Administration	1	1	1
Manager of Revenue Accounting	1	1	1
Staff Auditor I – Payroll	2	2	1
Staff Auditor II – Payroll	0	1	1
Supervisor of Operations	1	1	1
<i>Total – Accounting</i>	34	34	34
<b>Audit</b>			
Director of Audit Division	1	1	1
Manager of Audit Services	0	1	1
Manager of Compliance Audit	1	0	0
Manager of Operational Audit	1	0	0
Staff Auditor I	2	1	0
Staff Auditor II	4	3	4
Staff Auditor III	0	2	2
Staff Auditor IV	3	4	4
Staff Auditor V	0	0	.5
<i>Total - Audit</i>	12	12	12.5

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Special Projects</b>			
Director of Special Projects	1	1	1
Manager of Special Projects	1	1	1
Cashier System Coordinator	0	1	1
<i>Total - Special Projects</i>	2	3	3
<b><i>Total - County Auditor</i></b>	<b>54</b>	<b>55</b>	<b>55.5</b>

# COUNTY CLERK



# COUNTY CLERK

FUND: 001  
AGENCY: 103

**Mission:** To provide world-class service to the citizens and communities of Bexar County that is responsive to their needs; to conduct business with dignity and respect for citizens and employees; and to continue to develop and promote solutions to meet the challenges of the twenty-first century.

**Vision:** To serve the interests of the entire community, using technology to offer services that will incorporate convenience and efficiency without becoming impersonal; to follow the mandates of the Texas Constitution and State laws; and to maintain and preserve the documents that are left in the custodianship of this Office.

## **Goals and Objectives:**

- To assure that the public's contact with the Courthouse is met with courtesy, helpfulness and efficient service and the County Clerk's Office maintains a high degree of excellence.
- To provide appropriate levels of support and resources for all County Courts-at-Law, Probate Courts and Commissioners Court.
- To provide employees and citizens alike with the highest level of technology available in today's market.
- To create and maintain a comfortable, pleasant and safe work environment; ensure employees have all the tools and equipment necessary to perform their tasks.
- To implement and promote a positive, cooperative and supportive relationship during operations with other offices or departments with which the County Clerk's Office interacts.
- To ensure that the recordation of documents and indexing of all records created by the County Clerk's Office are accurate and made available to the public promptly.
- To be vigilant and support the continuing preservation and proper storage, retrieval and indexing of current archived information created by and under the custodianship of the County Clerk's Office.
- To be cognizant of, adhere to, and fulfill all legislative/statutory mandated duties.
- To develop and maintain a highly trained, dedicated, motivated and informed staff.
- To promptly satisfy all requests for copies of records.
- To explore, develop and support the acceptance of technological solutions, ideas and concepts that improve work environment, service and allow broad access to information.

**Program Description:** The County Clerk is the official record keeper for Bexar County. As such, the County Clerk's Records Division indexes, copies, exhibits, preserves, and protects all land and personal official records of Bexar County and its citizens. Records include deeds, deeds of trust, abstracts of judgment, Uniform Commercial Code documents, prenuptial agreements, military discharges, hospital liens, mechanic liens, federal tax liens, marriage licenses, and assumed business names. The Deeds Unit of the County Clerk's Record Department maintains historical records dating from 1699 through 1836. These records are preserved as the "Spanish Archives." The County Clerk also maintains records dating from 1836 through the present, maintaining a complete chronological record for Bexar County. The Vital Statistics Unit maintains business name records and marriage records from 1836 to present, birth and death records prior to 1967, school records, cattle brands, and warehouse bonds. The Treasury Division, which moved from the Administration Division in FY 2008-09, invests, monitors, and disburses over \$4 million in minor' trust funds generated from the settlement of lawsuits, proceeds from estates, eminent domain funds, and bonds.

The County Clerk is also the Clerk of the Commissioners Court. The Administration Division of the County Clerk's Office records and preserves all Commissioners Court hearings and public meetings.

The County Clerk is also the statutory Clerk for Bexar County's ten Criminal County Courts at Law. The Criminal Courts Division manages the County Courts at Law's daily caseload to ensure an expedient flow of cases through the judicial system. This Division records and maintains records of criminal Class A and B misdemeanors, bond forfeiture cases.

The Civil Courts Division, created in FY 2007-08, combines all of the County Clerks civil judicial responsibilities into one Division. These areas of responsibility include Civil Courts, Mental Health activities and the Probate Courts.

The Civil Courts Division manages the two Civil County Courts' at Law daily caseload to ensure an expedient flow of cases through the judicial system. This Division records and maintains records of civil suits up to \$100,000. The Probate Section files, prepares, and preserves as permanent record all wills, administrations, guardianships, condemnations, and related matters for Bexar County's Probate Courts, as well as staffing docket cases, posting notices, and preparing case files for hearing dates in addition to Probate Court cases, involuntary mental health commitment cases, and 4<sup>th</sup> Court of Appeals transcripts and case documentation. The Mental Health Section serves Bexar County and a thirty-county area by coordinating all mental health patient activity with referring County, public, and private healthcare facilities. Mental Health Section staff files and maintains records and docket hearings related to probable cause, commitment, chemical/substance abuse, and mental retardation cases. Unlike other County hearings, these are held away from the Courthouse at alternative locations for the patients' benefit. Mental Health Section staff provides support for and attends these hearings. They also handle direct patient and out-of-area billing.

The County Clerk is elected Countywide for a term of four years.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Total dollars deposited into the County Registry	7,879,436	8,000,000	8,200,000
Cases Filed Annually (Criminal)	46,128	47,000	48,000
Number of Cases Filed Annually (Probate)	4,396	4,485	4,575
Cases Filed Annually (Civil)	13,665	13,938	14,217
Cases Filed Annually (Mental Health)	3,806	3,874	4,180

**Efficiency Indicators:**

Cases Filed per FTE (Criminal)	4,612	5,000	5,500
Cases Filed per FTE (Bond Forfeiture)	305	484	558
Cases Filed per FTE (Probate)	293	298	304
Cases Filed per FTE (Civil)	854	871	888
Cases Filed per FTE (Mental Health)	952	969	1,045
Amount of dollars deposited into the Registry per FTE	\$1,575,887	\$1,333,333	\$1,640,000



FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness Indicators:**

Percent of Current-year Records Imaged	90%	100%	100%
Percent of Surety Cases Filed	70%	69%	72%
Fees Collected (Probate)	\$476,530	\$491,000	\$505,700
Percent of Cases Disposed (Civil)	77%	80%	83%
Total Dollars Collected (Mental Health)	\$958,012	\$991,107	\$1,000,000

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$5,483,355	\$5,978,494	\$5,829,927	\$5,983,553
Travel and Remunerations	16,332	17,001	17,001	17,001
Operational Costs	226,862	317,782	319,036	321,611
Supplies and Materials	119,391	182,500	151,360	171,260
Capital	0	33,785	33,785	0
Interfund Transfer	63,742	0	0	0
<b>Total</b>	<b>\$5,909,682</b>	<b>\$6,529,562</b>	<b>\$6,351,109</b>	<b>\$6,493,425</b>

**Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases by 2.2 percent compared to the FY 2007-08 estimates. This increase is due primarily to personnel funding.
- The Personnel Services group increases 2.6 percent compared to the FY 2007-08 estimates. This appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group represents the same level of funding as FY 2007-08 estimates.
- The Operational Costs group increases slightly compared to FY 2007-08 estimates. This increase is due to an increase of technology and budgeting the Department's pro rata share of the Records Management Center in the operational group.
- The Supplies and Materials group increases 13.2 percent when compared to the FY 2007-08 estimates. This increase is due to additional office supply funding for furniture to be replaced and increases in office supplies for the new division.
- Six program changes are adopted for FY 2008-09.
  - Add one Lead Court Operations Clerk (NE-05) for Mental Health under the Civil Courts Division.

- Delete one Treasury Operations Clerk (NE-03) add one Lead Treasury Operations Clerk (NE-05) in the Treasury Division.
- Delete one Bookkeeping Supervisor (NE-07) and add one Treasury and Bookkeeping Coordinator (NE-08).
- Delete one half General Funded Court Clerk position.
- Delete one Recordings and Operations Clerk (NE-03) from Recordings.
- Reorganization of the Office including the creation of the Treasury Division and movement of cost centers to new areas.
  - Creation of the Treasury Division. The new division will contain Bookkeeping/Treasury (moved from Administration), Deeds and Vital Statistics (moved from Records) and Marriage and License/Assumed Names (moved from Records).
  - Move the Records Center Section from Administration to Records Division.

**Policy Considerations:** During the FY 2008-09 Budget process the Commissioner’s Court gave direction to the Planning a Resource Management Department to conduct a Space Allocation Study on the Records Management Center. The purpose of the study is to provide the County with a plan to begin to clear out the Records Storage Center of un-needed materials and open additional space in the current center for additional Records to be stored in the future. Information will be gathered with the assistance of the records center staff and offices/departments. Also, research will be conducted on types of records and statute that govern them and technology such as scanning and paperless records will be evaluated. Site visits will be conducted at the center and at departments that are currently becoming paperless. A report will be delivered with recommendations on how to free space in the Records Center and how to continue to utilize the Center to its maximum efficiency.

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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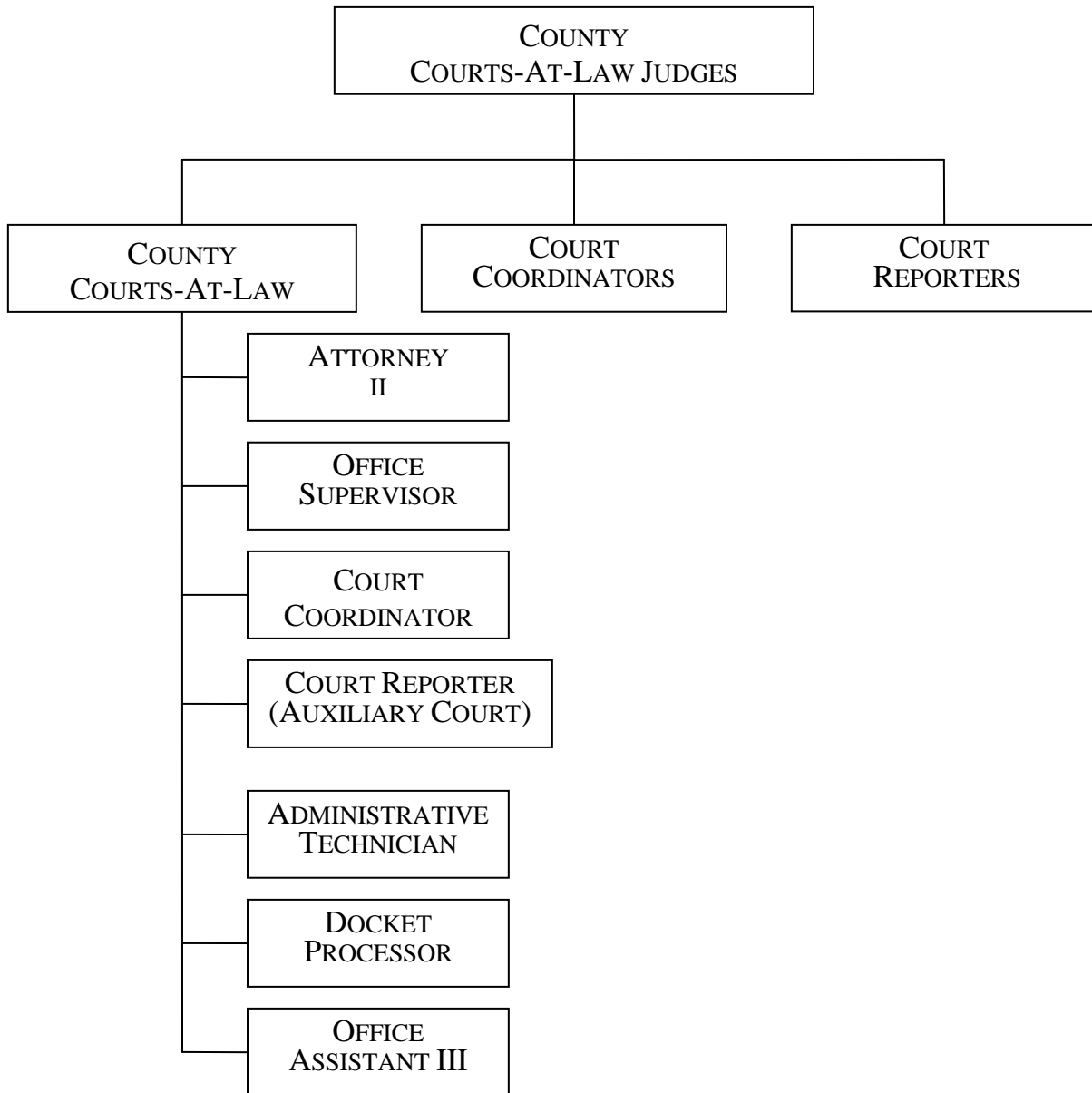
**Administration**

Archivist	1	1	1
Bookkeeping Supervisor	0	1	0
Chief Deputy County Clerk - Operations	1	1	1
Chief Deputy For County Clerk	1	1	1
Commissioners Court Coordinator	1	1	1
County Clerk	1	1	1
Executive Assistant	2	2	2
Human Resources Analyst	1	1	1
Lead Recording Operations Clerk	0	1	0
Office Assistant IV	1	1	1
Recording and Operations Clerk	0	1	0

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Records Storage Supervisor	0	1	0
Senior Analyst - Planning and Policies	1	1	1
Treasury Manager	0	1	0
Treasury Operations Clerk	0	4	0
<i>Total - Administration</i>	<i>10</i>	<i>19</i>	<i>10</i>
<b>Criminal Courts</b>			
County Courts Manager	1	1	1
Court Clerk	32	25	26
Court Clerk Supervisor	1	1	1
Court Operations Clerk	25	14	14
Court Operations Supervisor	1	1	1
Criminal Filing Supervisor	1	1	1
DWI Court Clerk	1	1	1
Lead Criminal Court Clerk	0	1	1
Lead Recording Operations Clerk	1	1	1
<i>Total - Criminal Courts</i>	<i>63</i>	<i>46</i>	<i>47</i>
<b>Civil Courts</b>			
Civil Courts Manager	0	1	1
Civil Filing Supervisor	0	1	1
Court Clerk	0	10	8
Court Operations Clerk	0	20	20
Mental Health Clerk	0	5	5
Mental Health Supervisor	0	1	1
Lead Civil Court Clerk	0	1	1
Lead Court Operations Clerk	0	0	1
Probate Court Services Coordinator	0	1	1
Probate Supervisor	0	1	1
Transcript & Appeals Clerk	0	1	1
<i>Total - Civil Courts</i>	<i>0</i>	<i>42</i>	<i>41</i>
<b>Records</b>			
Indexing Supervisor	1	1	1
Lead Recording Operations Clerks	5	4	3
License & Recordings Supervisor	1	1	1
Marriage License and Assume Name Supervisor	0	1	0

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Recording and Operations Clerk	36	32	18
Records Storage Supervisor	1	0	1
Recordings Manager	1	1	1
Records & Statistics Supervisor	1	1	0
<i>Total - Records</i>	<i>46</i>	<i>41</i>	<i>25</i>
<b>Mental Health</b>			
Court Operations Clerk	0	0	0
Lead Court Clerk	1	0	0
Mental Health Clerk	4	0	0
Mental Health Manager	1	0	0
Mental Health Supervisor	1	0	0
<i>Total Mental Health</i>	<i>7</i>	<i>0</i>	<i>0</i>
<b>Probate</b>			
Court Clerk	3	0	0
Court Operations Clerk	10	0	0
Lead Court Clerk	1	0	0
Probate Court Services Coordinator	1	0	0
Probate Supervisor	0	0	0
<i>Total - Probate</i>	<i>15</i>	<i>0</i>	<i>0</i>
<b>Treasurer</b>			
Bookkeeping Supervisor	1	0	0
Lead Recording Operations Clerk	1	0	0
Recording and Operations Clerk	3	0	0
<i>Total - Treasurer</i>	<i>5</i>	<i>0</i>	<i>0</i>
<b>Treasury</b>			
Treasury Operations Clerk	0	0	3
Lead Recording Operations Clerk	0	0	2
Lead Treasury Operations Clerk	0	0	1
Treasury and Bookkeeping Coordinator	0	0	1
Recording and Operations Clerk	0	0	14
Records & Statistics Supervisor	0	0	1
Marriage License and Assumed Name Supervisor	0	0	1
Treasury Manager	0	0	1
<i>Total - Treasury</i>	<i>0</i>	<i>0</i>	<i>24</i>
<b>Total - County Clerk</b>	<b>148</b>	<b>148</b>	<b>147</b>

# COUNTY COURTS-AT-LAW



# COUNTY COURTS-AT-LAW

FUND: 001  
AGENCY: 225

**Mission:** County Courts-at-Law will provide current required levels of case dispositions while positioning the Courts to address the challenges of the future.

**Vision:** The Bexar County Courts at Law are leaders in providing the citizens of Bexar County with professional, efficient and compassionate court services. The Judges and staff of the department work hard to achieve the proper balance between the requirements of the law, the needs of the people, and the fiscal ability of the County government.

## Goals and Objectives:

- Provide the highest level of court services to the citizenry commensurate with available resources.
- Conduct continuous reviews of the court system's ability to serve the community.
- Encourage development of improved methods for achieving improved efficiency.
- Review and monitor court collections to identify and resolve problem areas.

**Program Description:** The County Courts-at-Law provide legal resolutions in both criminal misdemeanor and civil cases. There are twelve statutory courts and one auxiliary court in the Bexar County system. Three of the County Courts-at-Law, by statute, give preference to civil cases in which the matter in controversy exceeds \$500 but does not exceed \$100,000. They provide adjudication in suits of debt, negligence, personal injury, delinquent taxes, and eminent domain. The remaining nine statutory County Criminal Courts have general jurisdiction and provide adjudication in misdemeanor criminal cases where the punishment, upon conviction, may be a fine not to exceed \$4,000 or a jail sentence not to exceed one year. The Auxiliary Court #1 (Jail Court) handles misdemeanor cases involving jailed defendants and is located within the Adult Detention Center. The use of this Court results in faster case dispositions and in significant savings to the County in terms of reducing the number of nights inmates spend in jail awaiting court hearings and minimizing the transportation of inmates between the jail and the Justice Center or Courthouse.

## Performance Indicators:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Workload Statistics:**

#### **Criminal:**

Number of Cases Pending at the Beginning of the Year	41,136	42,495	33,500
Other Cases Reaching the Docket	9,749	6,786	7,545
Number of Pending Cases at the End of the Year	42,495	34,302	35,550

#### **Civil:**

Number of Cases Pending at the Beginning of the Year	32,244	36,316	41,037
New/Other Cases Reaching the Docket	13,661	9,571	11,616
Number of Pending Cases at the End of the Year	36,316	31,595	33,956

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Efficiency Statistics:</b>			
Cost per Disposition	\$137.72	\$131.52	\$131.52
Indigent Defense per Disposition	\$92.08	\$91.61	\$91.50
Fines and Fees Assessed			
Misd. Court Appt. Counsel Assessed	\$560,437	\$696,981	\$700,000
Misd. Court Costs Assessed	\$7,742,422	\$9,772,815	\$9,775,000

**Effectiveness Statistics:**

**Criminal:**

Total Dispositions	51,971	51,553	51,542
Total Fines and Fees Collected	\$5,834,546	\$6,656,412	\$6,650,000
County Fines and Fees Collected	\$3,822,451	\$4,353,134	\$4,500,000
Total Number of Trials Conducted	181	191	186

**Civil:**

Percent of Disposed Cases Compared to New Cases on Docket	74.6%	99.2%	83.4%
Total Dispositions	9,876	9,466	9,688
Final Judgment by Trial	719	834	823

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$4,409,101	\$4,836,800	\$4,728,836	\$4,593,774
Travel and Remunerations	283,171	529,100	525,088	541,600
Operational Costs	3,257,578	2,920,412	3,290,768	2,923,708
Supplies and Materials	27,959	44,714	32,929	31,478
<b>Total</b>	<b>\$7,977,809</b>	<b>\$8,331,026</b>	<b>\$8,577,621</b>	<b>\$8,090,560</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 5.7 percent decrease compared to FY 2007-08 estimates. This is primarily attributed to a recommended program change decreasing personnel funds as indicated below and decreased operational needs for FY 2008-09.

- Personnel Services group decreases by 3 percent compared to FY 2007-08 estimates. This includes funding for all authorized positions at the same level as last fiscal year and all authorized salary adjustments in FY 2007-08. The decrease is attributed to program changes reflected below.
- The Travel and Remunerations group increases by 3 percent compared to the FY 2007-08 estimates. This appropriation includes travel and training needs, Deputy Court Reporter fees, and Visiting Judge fees for Impact Court, Auxiliary/Jail Court, and County Court# 7 Plea Court which assists in presiding over Family Violence cases. County Court # 7 Plea Court is in place as an aid to the current Statutory County Court# 7. In the event that a new court is designated with a preference for Domestic Violence cases it would replace the currently existing County Court# 7 Plea Court.
- The Operational Costs group decreases by 11.2 percent primarily as a result of anticipated Court Appointed Attorney cost savings associated with the establishment of the Mental Health Advocacy Program.
- The Supplies and Materials group decreases by 4.4 percent compared to the FY 2007-08 estimates. This is largely due to reduced furniture funds for FY 2008-09.
- The FY 2008-09 Adopted Budget includes three program changes. The total annual cost savings of these program changes is \$ 80,034.
  - The first program change funds the County Courts-at-Law Impact Court to include one Visiting Judge and one Court Reporter through June 1, 2009 for an estimated annual cost savings of \$81,034.
  - The second program change authorizes \$1,000 to provide meals to Jurors while sequestered during court proceedings.
- In addition, approximately \$75,000 in funding associated with the Mental Health Program is held within Non-Departmental Contingencies pending submission of a remediation plan to PRM by Sept 9, 2008. This plan should include steps to be taken to increase the performance of this program based on current performance measures.

### **Policy Considerations:**

County Courts-at-Law will be requesting legislative endorsement during the 81<sup>st</sup> Legislative Session to establish three additional Courts with criminal jurisdiction. This request, if authorized, would add to the nine current County Courts-at-Law with criminal jurisdiction. The estimated fiscal impact associated with the creation of new courts during the upcoming Legislative Session is \$6,646,125. This includes personnel, technology, building needs, and other start-up costs. If authorized, the County Courts at Law propose phasing in the three courts by making the first effective September 2009, the second effective May 2010, and the third effective September 2010.

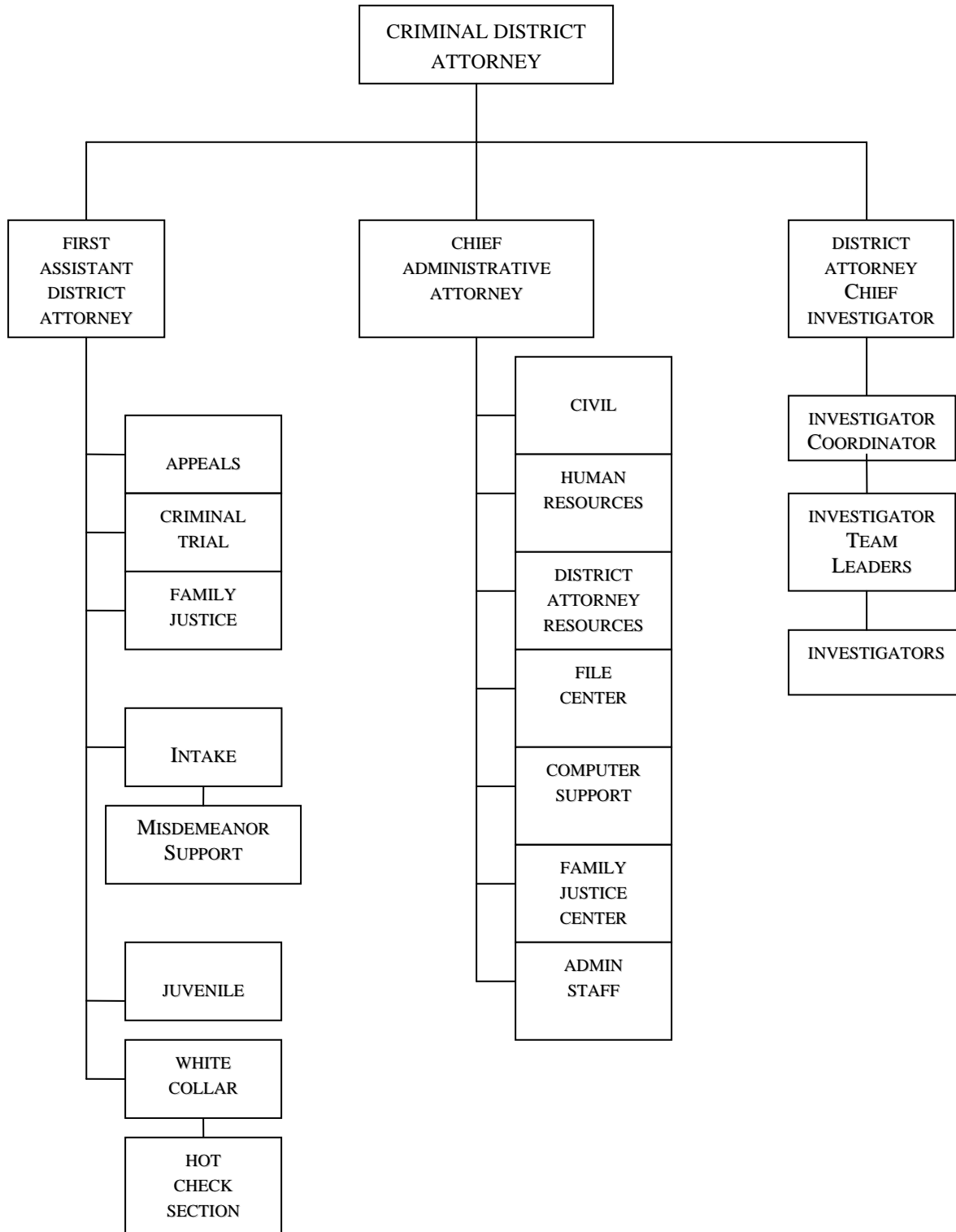


**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Judge	12	12	12
County Courts-at-Law Administrator	1	1	1
Court Coordinator	13	13	13
Court Reporter	13	15	15
Docket Processor	2	2	2
Office Assistant III	1	1	1
Office Supervisor	1	1	1
Staff Attorney II	1	1	1
<b><i>Total – County Courts-at-Law</i></b>	<b>44</b>	<b>46</b>	<b>46</b>

*County Court-at-Law General Fund includes three full-time Visiting Judges funded in Travel and Remunerations.*

# CRIMINAL DISTRICT ATTORNEY



# CRIMINAL DISTRICT ATTORNEY

FUND: 001  
AGENCY: 220

**Mission:** The Criminal District Attorney's Office seeks to perform its many duties mandated by the Texas Constitution and state laws by investigating, preparing, prosecuting and appealing all criminal cases, except Class C misdemeanors, preparing and litigating civil suits filed against the County, as well as representing the County in all of its legal dealings.

**Vision:** The Bexar County District Attorney's Office is a team of dedicated prosecutors committed to aggressively seeking justice and protection for the family, person and property of all citizens in our community.

## **Goals and Objectives:**

- To seek justice, not merely convictions, in all cases in which a citizen is accused of a criminal offense.
- To investigate thoroughly, effectively, and efficiently in order to provide all needed facts and background for criminal prosecutions.
- To promote the well being of families and children through prosecution and intervention.
- To reduce the trauma to victims of crime by clearly and effectively communicating with them throughout the judicial process.
- To seek compensation for victims of crime through significant efforts to make perpetrators of crimes pay restitution.
- To aggressively develop contacts within our community to create or support existing initiatives to prevent crimes against families, persons and property.
- To provide the County, its officials and departments with sound legal advice in civil matters.

**Program Description:** The Criminal District Attorney has many duties mandated by the Texas Constitution and State laws. These duties include the investigation, preparation, prosecution, and appeal of all criminal cases except Class C misdemeanors. The Office also prepares protective orders and mental health commitments and researches, prepares, and litigates asset forfeiture and bond forfeiture cases. The Office researches, prepares, and litigates civil suits filed against the County or its elected or appointed officials, prepares contracts for Commissioners Court and is responsible for the written and oral representation of the County and its officials.

In addition, the Criminal District Attorney's Office places staff in the Family Justice Center to interview children who have been victims of crime and provides support to victims during court proceedings. The Office also engages in other forms of community outreach such as official contacts with community groups regarding the prevention and intervention of crime.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of Cases (Felony & Misdemeanor) Opened in the DA's Office	70,750	62,000	54,000
Number of Victims of Domestic Violence Seen at Community Based Agencies	695	670	695
Number of Community Outreach Projects Supported	315	340	350
Number of Major Initiatives Requiring Legal Work	40	45	50

**Efficiency Indicators:**

% of Staff Positions Funded by Grants	5%	4%	2%
% of Theft/Check Restitution Returned to the Community	90%	78%	84%
Number of Applicants for Protective Orders Filed in Domestic Violence Cases	934	1,150	1,175

**Effectiveness Indicators:**

% of Final Protective Orders Obtained as a % of applications made	57.8%	52.7%	54%
Total Cases (felony & misdemeanor) Disposed of	66,961	67,156	68,000
Percentage of Contracts Completed Within 30 Days	85%	85%	85%
Number of Personal Contacts Made with Victims by Advocates	9,873	9,981	10,000

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$20,301,990	\$21,896,236	\$21,889,939	\$22,369,268
Travel and Remunerations	84,750	94,750	84,747	87,300
Operational Costs	456,632	498,868	527,099	446,833
Supplies and Materials	233,527	230,420	233,840	196,126
Interfund Transfer	35,886	0	0	0
<b>Total</b>	<b>\$21,112,785</b>	<b>\$22,720,274</b>	<b>\$22,735,625</b>	<b>\$23,099,527</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 2 percent increase when compared to the FY 2007-08 estimates.

- The Personnel Services group increases by 2 percent when compared to FY 2007-08 estimates. This includes funding of all authorized personnel, salary increases granted during FY 2007-08, estimated annual DA longevity pay, estimated annual Night Court Duty pay, and estimated annual Magistration Duty pay.
- The Travel and Remunerations group increases by 3 percent compared to the FY 2007-08 estimates primarily attributed to anticipated increased travel and training needs to accommodate authorized positions created in FY 2007-08.
- The Operational Costs group decreases 15 percent compared to FY 2007-08 estimates largely due to a reduced need for Computer and Communication Equipment Maintenance and decreased Technology Funds compared to the previous fiscal year.
- The Supplies and Materials group decreases 16 percent compared to FY 2007-08 estimates primarily as a result of no anticipated computer software or telephone equipment needs and a significant reduction in furniture purchases anticipated.
- The FY 2008-09 Adopted Budget includes two program changes.
  - The first program change authorizes the deletion of three Misdemeanor Prosecutors (E-08) effective June 1, 2009. These positions are assigned to the County Court-at-Law Impact Court. Estimated annual savings is \$67,254.
  - The second program change is to authorize the deletion of two Advocates (NE-07) effective March 31, 2009. These positions were authorized by Commissioners Court on May 29, 2008 to address a temporary docket process change implemented by the Criminal District Court Judges. The estimated cost savings for FY 2008-09 is \$36,915.
- The FY 2008-09 Adopted Budget also includes the following reclassifications:
  - One Office Assistant II (NE-3) to Office Assistant III (NE-4),
  - One Prosecutor IV (E-10) to Prosecutor V (E-13),
  - One Human Resources Analyst (E-5) to Human Resources Manager (E-7), and
  - One Office Assistant II (NE-3) to Office Assistant IV (NE-5).

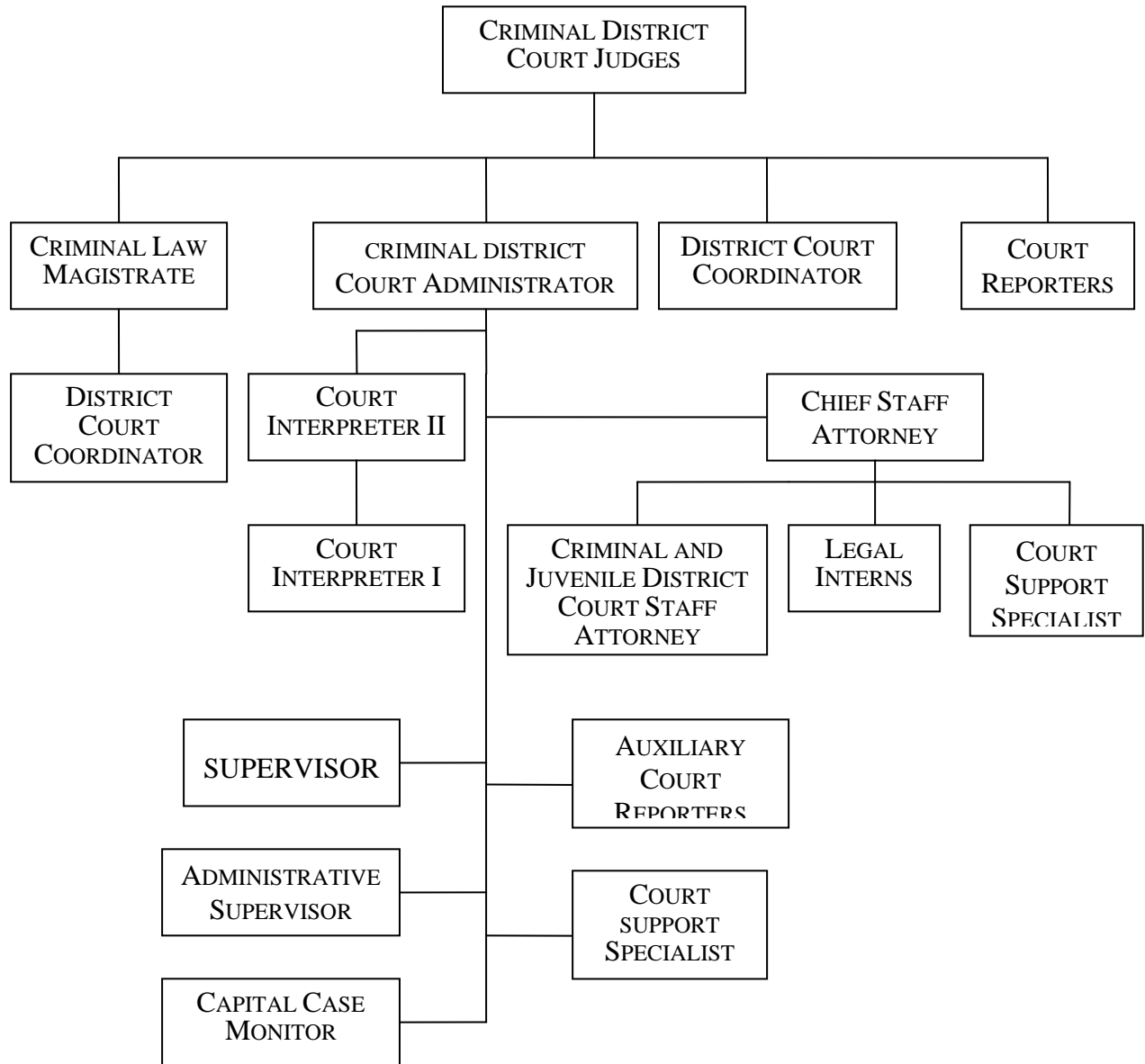
**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Criminal District Attorney</b>			
Account Clerk	1	1	1
Advocate	27	31	29
Advocate Supervisor	1	1	1
Aide to the District Attorney	1	1	1
Attorney II	7	7	7
Attorney III	11	11	11
Bond Forfeiture Coordinator	1	1	1
Chief Administrative Attorney	1	1	1

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Community Projects and Initiatives Coordinator	1	1	1
Computer Security Investigator	1	1	1
Courier	1	1	1
Criminal District Attorney	1	1	1
District Attorney Administrator	1	1	1
District Attorney Chief Investigator	1	1	1
District Attorney Database Administrator	1	1	1
Division Chief	6	6	6
Division Chief / D.A. Magistrate Coordinator	1	1	1
Evidence Technician	1	1	1
File Clerk	5	5	5
First Assistant District Attorney	1	1	1
Human Resource Analyst	1	1	0
Human Resource Manager	0	0	1
Human Resource Technician	1	1	1
Investigator Coordinator	1	1	1
Investigations Team Leader	5	5	5
Investigator - District Attorney	30	33	33
Legal Secretary	3	3	3
Major Crimes Chief	1	1	1
Misdemeanor Prosecutor	38	41	38
Office Assistant I	13	13	13
Office Assistant II	15	15	13
Office Assistant III	5	4	5
Office Assistant IV	3	3	4
Office Supervisor	7	7	7
Paralegal	8	9	9
Prosecutor III	33	33	33
Prosecutor IV	28	29	28
Prosecutor IV - Job Share	1	1	1
Prosecutor V	25.5	27.5	28.5
Prosecutor V - Job Share	1	1	1
Purchasing Clerk	1	1	1
Senior Security Investigator	1	1	1
Technical Support Specialist II	1	1	1
Victim Service Coordinator	1	1	1
Word Processing Specialist	11	11	11

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Interns	9	9	9
<i>Total – Criminal District Attorney’s Office</i>	<i>314.5</i>	<i>327.5</i>	<i>322.5</i>
<b>Family Justice Center</b>			
Advocate	0	1	1
Executive Director	1	1	1
Office Assistant II	1	1	1
Office Supervisor	1	1	1
Program Manager	1	1	1
Systems Program Manager	1	1	1
<i>Total - Family Justice Center</i>	<i>5</i>	<i>6</i>	<i>6</i>
<b><i>Total Criminal District Attorney’s Office</i></b>	<b><i>319.5</i></b>	<b><i>333.5</i></b>	<b><i>328.5</i></b>

# CRIMINAL DISTRICT COURTS





# CRIMINAL DISTRICT COURTS

FUND: 001  
AGENCY: 238

**Mission:** To provide immediate, accurate, and beneficial support to the nine Criminal District Courts, Magistrate Court, Impact Court, and citizens who request assistance.

**Vision:** We envision the Office of Criminal District Courts Administration as leaders in developing and maintaining innovative, state-of-the-art support and assistance for the criminal district courts and the citizens of Bexar County that they serve. We strive to promote quality communication between our Courts and all other County departments, while insuring that justice is carried out in the most effective and efficient manner possible.

## Goals and Objectives:

- Provide high quality staff support.
- Facilitate the functions of other court staff to assist in their productivity.
- Handle the administrative duties of the courts in an effective manner.
- Disseminate and communicate all information integral to the effective and efficient performance of the courts.
- Process writs within the time deadlines specified by statute.
- Prepare legally correct jury instructions in a timely manner.

**Program Description:** District Courts are created by the State Legislature, and the Criminal District Judges are elected for four-year terms. The Texas Legislature has authorized nine Criminal District Courts for Bexar County. Criminal District Courts have original jurisdiction over all criminal matters.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Workload Indicators:**

Jury Charges	749	750	775
Writ Applications	363	330	345
Total Number of Criminal Cases Pending During Year	27,508	27,498	27,500
New Cases Filed	12,351	12,000	12,000

### **Efficiency Indicators:**

Jury Charges Prepared per FTE	499	500	516
Writs Processed per FTE	145	132	138
Motions and Legal Doc Processed per FTE	758	740	736

### **Effectiveness Indicators:**

Number of Writs returned by Court of Criminal Appeals	8	5	3
Number of Reversals Based on Charge Preparation Error	0	0	0
Percentage of Total Cases that are Disposed of per Year	54%	51%	50%

Other funding received:

Court appointed attorney fees are partially funded by a State Formula Grant from the Texas Task Force on Indigent Defense (TFID). According to the Criminal District Courts, the amount of funds allocated to Bexar County for Indigent Defense under the Grant will be determined by the Texas Task Force on Indigent Defense every summer after the State Comptroller certifies the funds available. Bexar County will receive its notice of allocation under the formula that has been used in the previous grant awards. As a point of reference, Bexar County has been awarded grant funds in the following amounts since the inception of the grant:

FY 2002: \$414,837  
 FY 2003: \$656,372  
 FY 2004: \$648,705  
 FY 2005: \$744,015  
 FY 2006: \$780,874  
 FY 2007: \$714,070  
 FY 2008: \$713,661 (plus \$385,802 in equalization payments)

Note: The Funds received by the County from the TFID are transferred directly into the General Fund. In FY 2007-08 approximately 5.79 percent of all County Court Appointed Attorney expenditures were covered by this grant. Additional appellate court appointed attorney fees are partially funded by a state discretionary grant from TFID.

Bexar County also receives a grant award from TFID to fund the Appellate Public Defenders Office (APDO) for a period of five years, beginning in FY 2005, decreasing the amount of operations funding by 20 percent every year. Bexar County is responsible for increasing its cash match by increments of 20 percent every year for the duration of the grant. For FY 2008-09, the TFID will fund approximately \$74,482 and Bexar County will provide cash a match of approximately \$372,408.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$3,342,603	\$3,690,245	\$3,690,185	\$3,797,315
Travel and Remunerations	181,121	219,155	201,660	228,375
Operational Costs	5,354,962	5,532,318	5,508,224	5,559,764
Supplies and Materials	45,183	61,377	60,477	58,810
Interfund Transfer	25,387	0	0	0
<b>Total</b>	<b>\$8,949,256</b>	<b>\$9,503,095</b>	<b>\$9,460,546</b>	<b>\$9,644,264</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 1.9 percent increase over FY 2007-08 estimates. This increase is primarily attributed to salary increases addressed in FY 2007-08 and licensing requirements associated with technology projects being recommended for FY 2008-09.

- The Personnel Services group increases 3 percent reflecting funding for all authorized positions at the same rate and all salary increases granted in FY 2007-08.
- The Travel and Remunerations group increases by approximately 13 percent when compared to FY 2007-08 estimates. The funding provides equitable resources among the courts, training for the judges, staff attorneys, court reporters, and court coordinators is funded at a standard amount depending on the position and is being applied consistently throughout the courts, including the Criminal District Courts, the County Courts-at-Law, the Criminal District Courts, and the Juvenile District Courts. Bar dues previously paid by Bexar County are not being budgeted for in FY 2008-09
- The Operational Costs group increases slightly compared to FY 2007-08 estimates primarily attributed to increased postage rates and anticipated technology needs.
- The Supplies and Materials group decreases 3 percent compared to FY 2007-08 estimates. This decrease is primarily due to start-up funds required in FY 2007-08 for establishing the Felony Drug Court.
- The FY 2008-09 Adopted Budget includes two program changes totaling \$49,685 as follows:
  - The first is to authorize the reclassification of one Part-time Data Tracking Specialist (T-99) to a Full-time Data Tracking Specialist (NE-05) at an annual cost of \$26,510.
  - The second program change authorizes funding for Visiting Judge services at an estimated annual cost of \$23,175 (5 days per District Court Judge) for use in circumstances where the Judge is not available for court.

**Policy Considerations:**

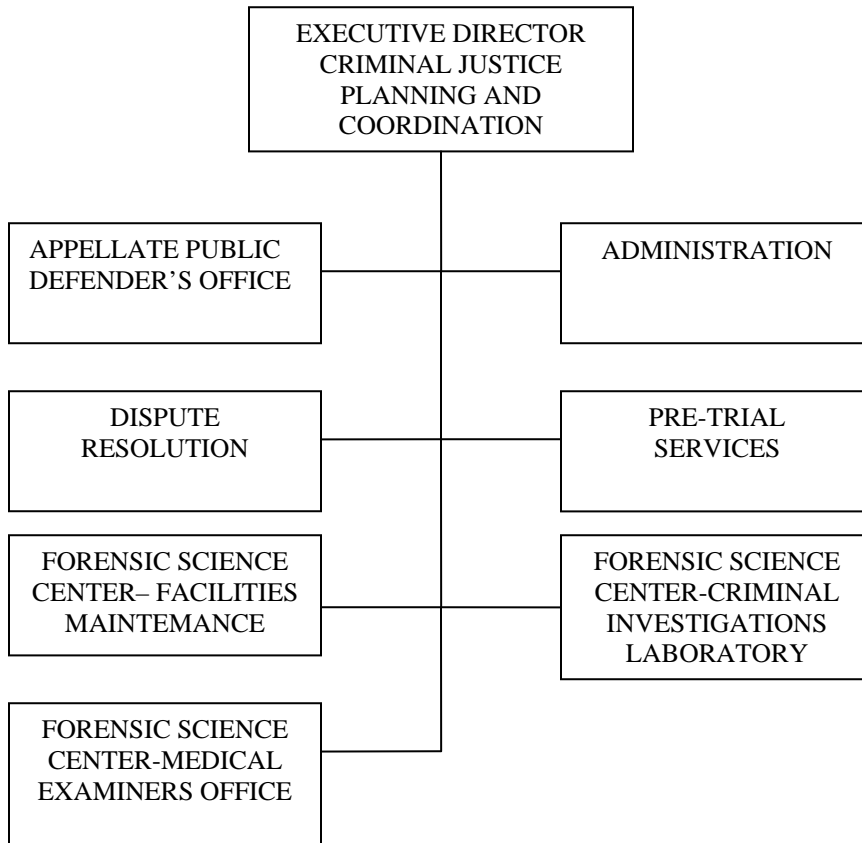
The Criminal District Courts intend to request endorsement during the 81<sup>st</sup> Legislative Session to establish one additional statutory court. This request, stemming from a report published by the National Center for State Courts (NCSC) would add to the current nine Bexar County Criminal District Courts. The estimated cost associated with creating new courts during the Legislative Session is \$6,646,125. This cost estimate includes personnel, technology, building needs, and other start-up costs.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Administrative Supervisor	0	1	1
Attorney II	1	0	0
Capital Case Monitor	1	1	1
Chief Staff Attorney	0	1	1
Court Interpreter I	3	3	3
Court Interpreter II	1	1	1
Court Reporter	15	15	15
Court Support Specialist	2	2	2

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Criminal District Court Administrator	1	0	0
Criminal and Juvenile District Court Staff Attorney	0	2	2
Criminal Law Magistrate	1	1	1
Data Tracking Specialist	0	.5	1
District Court Coordinator	10	10	10
Drug Court Coordinator	0	1	1
Drug Court Magistrate	0	1	1
General Administrative Counsel	0	1	1
Judge	9	9	9
Legal Intern	1.5	1.5	1.5
Office Assistant II	1	0	0
Staff Attorney	2	0	0
Supervisor	1	1	1
<b><i>Total – Criminal District Courts</i></b>	<b>49.5</b>	<b>52</b>	<b>52.5</b>

# CRIMINAL JUSTICE PLANNING AND COORDINATION



# CRIMINAL JUSTICE PLANNING AND COORDINATION - ADMINISTRATION

FUND: 001  
AGENCY: 699

**Mission:** The mission of the Criminal Justice Planning and Coordination Department is to establish a seamless, integrated, effective and efficient criminal justice system for the citizens of Bexar County.

**Vision:** Working in tandem with its seven sections as well as the County of Bexar and the City of San Antonio, the Criminal Justice Planning and Coordination Department is committed to administering the criminal justice system with an end to maximizing efficiency, eliminating duplication and establishing the County of Bexar as a national role model in the criminal justice arena.

## **Goals and Objectives:**

The Criminal Justice Planning and Coordination Department will work incessantly to develop, implement and administer programs which will:

- Reduce the jail population by providing a comprehensive, coordinated system of prevention, early identification and immediate intervention programs such that offender populations and their families are offered opportunities away from incarceration and outside the criminal justice system.
- Provide the leadership and technical assistance to all criminal justice stakeholders on issues pertaining to specialized offender populations and their support systems.
- Provide highly qualified professional representation of indigent appellants, ensuring consistent and accountable representation throughout the appellate process.
- Increase productivity, efficiency and accountability by centralizing management of indigent appeals.
- Provide comprehensive, impartial and reliable scientific analysis of evidence by experts skilled in the latest technology in forensic sciences as cost effectively and timely as possible without jeopardizing the quality of work, the integrity of the laboratory or the principles of justice.
- Ensure that law enforcement agencies and the criminal investigation system are provided with accurate scientific determinations of the cause and manner of death of all individuals dying violently or suddenly and unexpectedly in Bexar County.
- Promote direct access to mediation as an alternative approach to resolving interpersonal, family, business, consumer and community disputes in an expedient and peaceful manner.
- Provide a process to ensure defendants are screened for appointment of counsel on a timely basis, provide a means of release for eligible defendants held in custody with a personal bond, and strive for total and complete cost recovery.
- Facilitate the objective identification of inmate-clients requesting court appointed counsel and those eligible for the personal bond consideration as well as those not eligible to initiate an alternative bonding effort of their choice to expedite a timely release.

**Program Description:** The Criminal Justice Planning and Coordination department was formally initiated by Commissioners Court action in September, 2005. The department consists of seven separate sections/divisions, each with its own mission, goals and objectives, but all generally classified under the Criminal Justice umbrella, namely: Administration, Appellate Public Defenders, Dispute Resolution Center, Criminal Investigations Laboratory, Forensic Science Center Facilities Maintenance, Medical Examiners Office and Pre-Trial Services (Central Magistration).

The Criminal Justice Planning and Coordination Department supports each of the above mentioned sections/divisions in the dissemination, preparation and coordination of:

- County policies and administrative directives
- Information requiring Commissioners Court action
- General information throughout the department

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of appointed appellate cases ( <i>Appellate Public Defender</i> )	296	284	349
Number of Grant Proposals Completed	9	13	15
Autopsies Performed ( <i>Medical Examiners</i> )	1,466	1,480	1,510

**Efficiency Measures:**

Number of Cases Processed Per Month ( <i>Dispute Resolution Center</i> )	215	220	220
Number of Toxicology Tests per Toxicologist (x7) ( <i>Medical Examiner</i> )	8,144	8,535	8,705
Number of Defendants Closed-Out-due to Adjudication ( <i>Pre-Trial Services</i> )	10,965	10,656	11,165

**Effectiveness Measures:**

Overall revenue to the County through In-Kind Contribution, Leveraged Funds, or New Grant Funds	\$416,600	\$1,000,000	\$1,000,000
Cases diverted from Court ( <i>Dispute Resolution Center</i> )	79%	78%	78%
Total Bond Fees Collected ( <i>Pre-Trial Services</i> )	\$1,225,400	\$1,170,907	\$1,350,182

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$504,691	\$457,474	\$453,202	\$451,871
Travel and Remunerations	11,048	22,435	20,365	24,000
Operational Costs	47,655	71,042	70,505	100,728
Supplies and Materials	4,706	14,505	11,099	11,300
Interfund Transfer	205,904	306,963	306,963	419,477
<b>Total</b>	<b>\$774,004</b>	<b>\$872,419</b>	<b>\$862,134</b>	<b>\$1,007,376</b>

## **Program Justification and Analysis:**

- The Criminal Justice Planning and Coordination (CJPC) Administration Adopted Budget increases 17.5 percent over FY 2007-08 estimates, primarily due to the additional cash match for the Appellate Public Defenders office and increased rent.
- The Personnel Services group decreases less than 1 percent when compared to the FY 2007-08 budget estimates. This reflects full year funding for all authorized positions.
- The Travel and Remunerations group increases 17 percent when compared to FY 2007-08 estimates. Funding within this appropriation includes travel expenses related to the Mental Health Initiative.
- The Operational Costs group increases 42 percent compared to FY 2007-08 estimates. This increase in this appropriation is due to funding for new space leased for the Mental Health Initiative.
- The Supplies and Materials group increases 1.8 percent in comparison to the FY 2007-08 estimates. The increase is due to additional funding for the Mental Health Initiative supplies and materials.
- The Interfund Transfer group reflects the County's cash match of the Appellate Public Defender's Office, in the amount of \$419,477. This is an increase of 38 percent compared to FY2007-08 estimates.

**Policy Considerations:** The Mental Health Advocacy Initiative Program was created during FY 2007-08. The program includes one Court Manager, two Case Managers, and one Office Assistant. The Program works with various County departments and offices.

The program also includes two Criminal Mental Health Public Defenders and two Civil Mental Health Public Defenders funded by the County Courts-at-Law and Probate Courts respectively. One Pretrial Bond Officer III is provided by the Criminal Justice Planning and Coordination Department and is utilized for supervision of mentally ill defendants.

Due in part to a late start date for the program, lower than expected program participation, and also difficulty in coordinating the activities of multiple offices and departments, the FY 2008-09 Budget adopts the following:

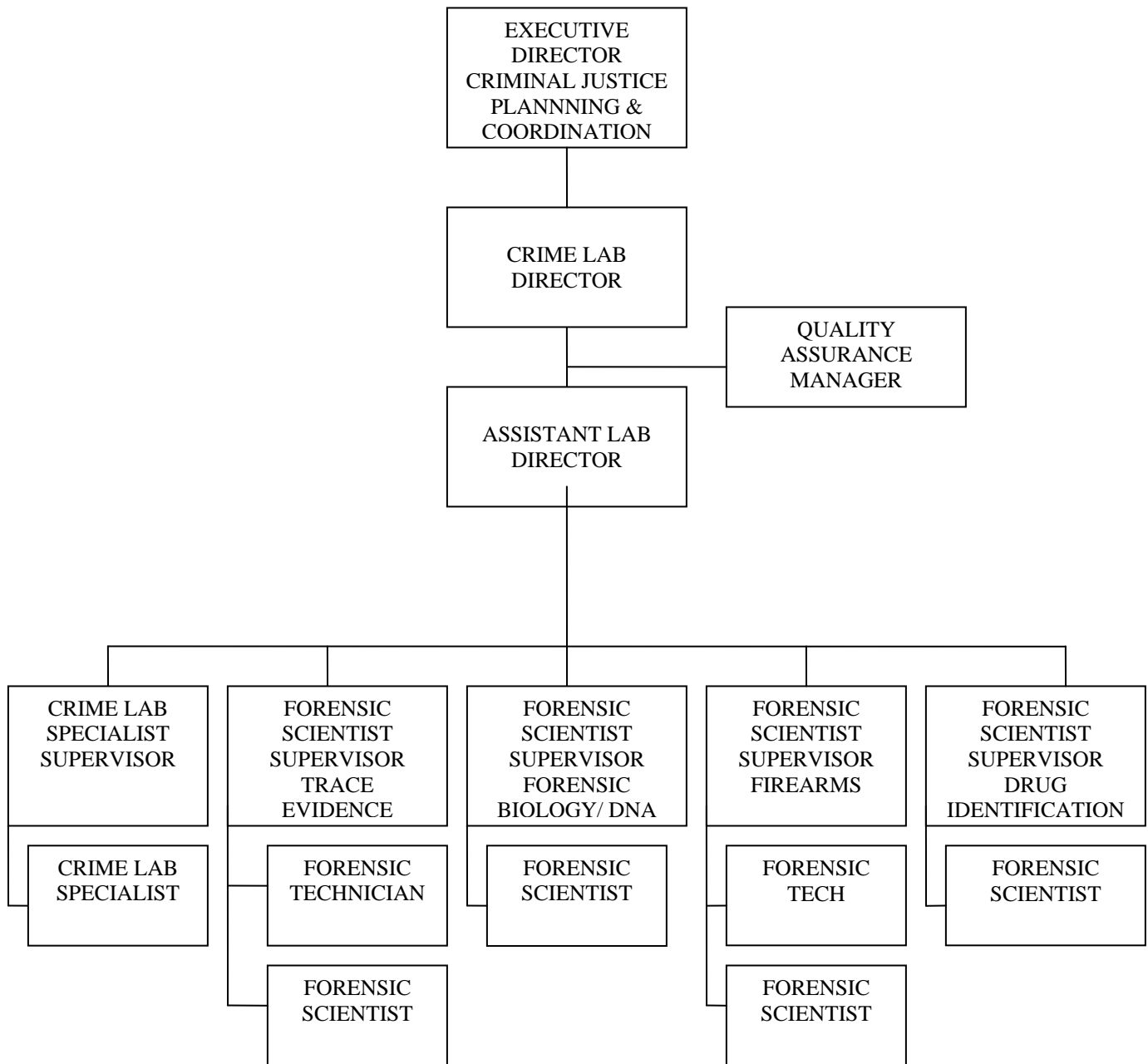
1. The program's budget is reduced from the \$1.5 million originally allocated to \$979,000. This reduction reflects unused funds and services purchased during FY 2007-08 but available for use during FY 2008-09.
2. A program remediation plan was presented during Commissioners Court deliberations on the FY 2008-09 Budget.
3. As part of the remediation plan that was approved by Commissioners Court, the Mental Health Advocacy Initiative Program must report back to Commissioners Court in March 2009 to review the program's effectiveness.
4. Funding for the period of April 2009 through September 2009 is, therefore, set aside in a contingency line item pending Commissioners Court review.



**Authorized Positions:**

	FY 2006-07	FY 2007-08	FY 2008-09
	Actual	Estimate	Budget
Executive Director – CJPC	1	1	1
Administrator – CJPC	1	1	1
Executive Assistant	1	1	1
Office Assistant III	1	1	1
Program and Policy Development Manager	1	1	1
<i>Total - CJPC - Administration</i>	<i>5</i>	<i>5</i>	<i>5</i>

# CRIMINAL INVESTIGATION LABORATORY



# CRIMINAL JUSTICE PLANNING AND COORDINATION - CRIMINAL INVESTIGATION LABORATORY

FUND: 001  
AGENCY: 699

**Mission:** The mission of the Bexar County Criminal Investigation Laboratory is to provide the citizens of Bexar County and our customers with comprehensive, impartial, reliable scientific analysis of evidence by experts skilled in the latest technology in Forensic Sciences as cost effectively and timely as possible without jeopardizing the quality of work, the integrity of the laboratory, or the principles of justice.

**Vision:** To be recognized as a leader among Criminal Investigation Laboratories in providing expert scientific analysis of forensic evidence to support public safety and further the goals of justice.

## **Goals and Objectives:**

- Increase the number of cases and exams each year.
- Present the results of analytical testing to the courts.
- Provide analytical reports within 21 days.
- Provide good customer service.
- Provide quality services.

**Program Description:** The Criminal Investigation Laboratory is part of the Criminal Justice Planning and Coordination Department. It provides technical and analytical expertise in drug identification, firearm examination, tool mark examination, forensic serology, DNA profiling and microscopical and chemical analysis of trace evidence. The Criminal Investigation Laboratory conducts scientific examinations and analyses on a wide variety of specimens submitted by police agencies and the District Attorney such as drugs, firearms, bullets, documents, blood, hair and fibers. The Criminal Investigations staff maintains proficiency, audits, certification and financial reports and information to ensure operational efficiency and quality assurance. The Forensic Scientist conducts scientific tests, goes to criminal courts and testifies. The Director monitors the time it takes to complete a case and prepares, monitors and approves financial reports. The Quality Assurance Manager monitors proficiency tests, audits the sections and writes operational procedures.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Number of Requests Completed	10,479	7,571	8,000
Number of Exams Completed	34,918	31,600	33,000
Number of Hours Testified	614	720	700
<b>Efficiency Indicators:</b>			
Cost per Exam Completed	\$59	\$68	\$68
Cost per Hour Billed	\$78	\$93	\$90
Productivity (hours billed /28,148 hours) (28,148= total hours available for billing, w/o CT)	90%	75%	82%

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness Indicators:**

Average Days to Complete Submissions

Trace Evidence Section	17	20	20
Drug ID	4	4	4
Firearms-Toolmarks	81	150	120
Forensic Biology/DNA	13/23	16/46	12/25
Average	30	51	41

**Customer Survey:** The results above are based on a customer survey mailed to CIL customers. 34 out of 60 clients responded. (Survey responses: 1=Poor; 2=Fair; 3=Meets Needs; 4=Good, 5=Excellent)

	<u>% Poor</u>	<u>% Fair</u>	<u>% Meets Needs</u>	<u>% Good</u>	<u>% Excellent</u>	<u>Avg. Score</u>
Customer Service	0.00%	0.00%	0.00%	45.00%	50.00%	4.45
Technical Expertise	0.00%	0.00%	0.00%	40.00%	55.00%	4.5
Turnaround Time	0.00%	0.00%	20.00%	30.00%	50.00%	4.3
Laboratory Fees	6.10%	5.00%	35.00%	30.00%	30.00%	3.85
Types of Services	0.00%	0.00%	10.00%	40.00%	50.00%	4.4
Overall Quality	0.00%	0.00%	5.00%	40.00%	55.00%	4.5

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$1,365,719	\$1,472,903	\$1,371,519	\$1,441,996
Travel and Remunerations	12,929	19,975	19,975	19,100
Operational Costs	104,779	110,610	110,579	122,444
Supplies and Materials	114,918	141,319	141,619	128,600
Capital	0	131,562	131,562	41,100
<b>Total</b>	<b>\$1,598,345</b>	<b>\$1,876,369</b>	<b>\$1,775,254</b>	<b>\$1,753,240</b>

**Program Justification and Analysis:**

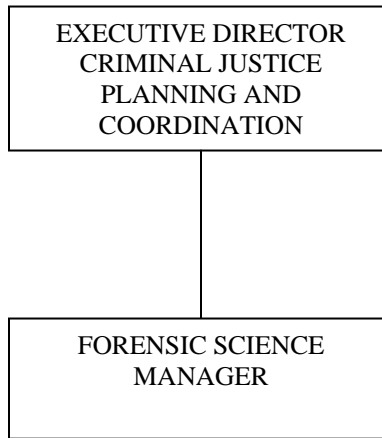
- The Criminal Investigation Laboratory's (CIL) FY 2008-09 Adopted Budget reflects a 1.4 percent decrease in funding when compared to FY 2007-08 estimates.
- The FY 2008-09 CIL Personnel Services group reflects a 5 percent increase over FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group reflects a slight decrease compared to FY 2007-08 estimates.
- The Operational Costs group reflects an increase of 10 percent when compared to FY 2007-08 estimates. This increase is due to technology and software needs for the Crime Laboratory.

- The Supplies and Materials group decreases 9 percent when compared with the FY 2007-08 estimates. The decrease is attributed to furniture needs during FY 2007-08 not necessary in 2008-09.
- The Capital Expenditures Appropriation includes funding in the amount of \$41,100 based on the FY 2008-09 equipment replacement needs. Replacement of this equipment is an integral component of the Forensic Science Services Agreement between the County and City of San Antonio.
- The FY 2008-09 Adopted Budget includes funding for the reclassification of the Quality Assurance Manager from an E9 to E10.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Crime Laboratory Director	1	1	1
Crime Lab Specialist Supervisor	1	1	1
Forensic Scientist	10	11	11
Forensic Technician	1	1	1
Quality Assurance Manager	1	1	1
Supervising Forensic Scientist	1	0	0
Technical Leaders	4	4	4
Crime Lab Specialists	3	3	3
Assistant Crime Lab Director	0	1	1
<b><i>Total - CJPC - Criminal Investigation Laboratory</i></b>	<b>22</b>	<b>23</b>	<b>23</b>

# FORENSIC SCIENCE CENTER FACILITIES MAINTENANCE



# CRIMINAL JUSTICE PLANNING AND COORDINATION - FORENSIC SCIENCE CENTER FACILITIES MAINTENANCE

FUND: 001  
AGENCY: 699

**Mission:** The mission of the Forensic Science Center Facilities Maintenance Division is to provide the tenants of the Center (and agencies of the Criminal Justice System) with a facility (building, equipment and operating environment) that is close to 100% operational.

**Vision:** The Bexar County Forensic Science Facilities Maintenance Division is committed to providing quick and reliable solutions to maintain a comfortable and safe environment within the facility to all tenants and visitors who come to the facility. The Office will constantly strive to adopt new and innovative solutions that will increase the expediency of our work product, decrease costs and decrease the time necessary to accomplish our tasks. We will maintain excellent relations with the public and members of the Criminal Justice System.

## **Goals and Objectives:**

- Promote public safety and well being.
- Maintain ADA and OSHA standards in the Forensic Science Center.
- Automate as many functions as possible to increase the efficiency of the office, without affecting the quality of services provided.
- Maintain a short turnaround time for all services provided by continuously keeping up with the demands of the tenants.
- Encourage enhancements of the Center's service delivery system through continuous improvement and innovations, including utilization of technological solutions to improve operations.

**Program Description:** The Forensic Science Center Facilities Maintenance Division is responsible for the preparation of operating procedures and manuals; managing, monitoring, updating and enforcing compliance of the Forensic Science Center building fire and safety standards; maintaining and ordering Forensic Science Center building supplies; and negotiating, processing and monitoring building repair work orders, inspections, audits, maintenance, vendor and contractual services. Other responsibilities include assisting with development and monitoring of the Forensic Science Center facilities budget and participating in departmental or countywide meetings.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Work Load Indicators:**

Operational work requests	197	200	205
Major Projects	23	21	20
Utility shutdowns	30	30	32
Communication work requests	25	20	15
Building Inspections	157	174	180

**Efficiency Indicators:**

# of Days to process a work request	3	3	2
# of Days to process major projects	8	8	4
# of Hours to coordinate utility shutdowns	8	8	4

**Effectiveness Indicators:**

Average Days a work request is complete	10	10	8
Average Days a major project is complete	100	95	80
Average Days a communication request is complete	3	3	2

**Appropriations:**

FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
Actual	Budget	Estimate	Budget

Personnel Services	\$90,212	\$93,521	\$93,302	\$102,110
Travel and Remunerations	550	1,800	1,200	1,300
Operational Costs	455,309	517,626	521,749	550,908
Supplies and Materials	6,695	9,070	7,230	10,766
Capital	0	70,246	70,246	24,288
<b>Total</b>	<b>\$552,766</b>	<b>\$692,263</b>	<b>\$693,727</b>	<b>\$689,372</b>

**Program Justification & Analysis:**

- The FY 2008-09 Forensic Science Center Facilities Maintenance (FSC) Adopted Budget decreases less than 1 percent from the FY 2007-08 estimates.
- The Personnel Services group increases 5 percent compared to the FY 2007-08 estimates. The increase is attributed to the reclassification described below.
- The Travel and Remunerations group increases slightly compared to the FY 2007-08 estimates. Funding within this appropriation group reflects funding for continuing education courses in energy/facility management and compliance codes.

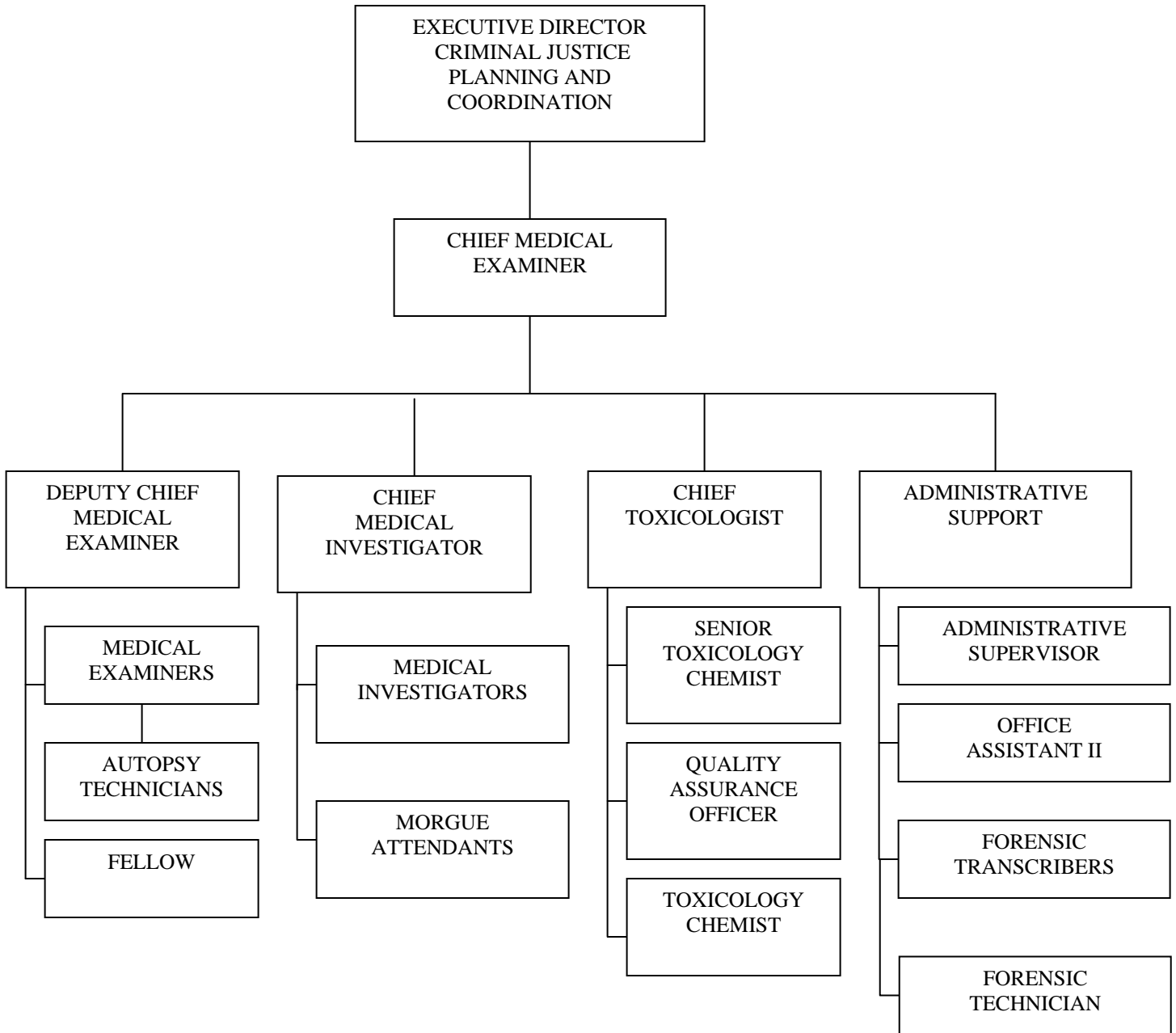


- The Operational Costs group increases 8 percent compared to FY 2007-08 estimates. The increase within operations is associated with the funding for electricity and gas, water and sewage, janitorial services and building and ground repairs for the Forensic Science Center campus.
- The Supplies and Materials group increases significantly compared to the FY 2007-08 estimates. The Supplies and Materials group includes funding for maintenance tools and supplies to purchase replacement lamps and ballasts, uninterrupted power supply batteries, as well as spare parts and cleaners for the maintenance of the facility.
- The Capital Expenditures Appropriation includes funding for a telephone redundancy switch which will allow the Forensic Science Center to maintain their 24-hour operations.
- Program changes for the Forensic Science Facility include the reclassification of the Forensic Science Manager from and E-7 to E-8 for an annual salary increase of \$4,112.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Forensic Science Manager	1	1	1
<i>Total – CJPC - Forensic Science Facility</i>	<i>1</i>	<i>1</i>	<i>1</i>

# MEDICAL EXAMINER



# CRIMINAL JUSTICE PLANNING AND COORDINATION - MEDICAL EXAMINER

FUND: 001  
AGENCY: 699

**Mission:** The mission of the Medical Examiner's Office is to provide the citizens of Bexar County (and agencies of the local law enforcement and criminal investigation system) with accurate scientific determinations of the cause and manner of death of all individuals dying violently, suddenly or unexpectedly in Bexar County.

**Vision:** The Bexar County Medical Examiner's Office is committed to providing high quality service in the investigation and certification of deaths falling under the jurisdiction of the Medical Examiner's Office. The Medical Examiner's Office will constantly strive to adopt new scientific methods that will increase the quality of our work, decrease costs and decrease the time necessary to accomplish our tasks. We will maintain excellent relations with the public, law enforcement and the Criminal District Attorney's Office.

## **Goals and Objectives:**

- Provide quality services.
- Maintain national accreditation.
- Automate as many functions as possible to increase the efficiency as economically as possible.
- Maintain a short turnaround time for all services provided.
- Maintain a highly qualified, dedicated workforce.

**Program Description:** The Medical Examiner's Office is a part of the Criminal Justice Planning and Coordination Department. The Medical Examiner's Office investigates the deaths of all individuals in Bexar County who die suddenly, violently or unexpectedly to determine the cause and manner of death. The Medical Examiner's Office conducts scene investigations and interviews witnesses, attending physicians, relatives, and police. Based on the information gathered, a decision is made as to whether the case is a Medical Examiner's case and, if so, whether an autopsy needs to be performed.

Whether an autopsy or an external examination is conducted, the Medical Examiner directs that body fluids and tissue be removed from the body and analyzed by the Toxicology Unit to determine the presence or absence of poison, drugs or other chemicals.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Cases Handled by Investigations	9,271	9,898	10,096
Cases Accepted	2,324	2,362	2,409
Scenes Investigated	641	750	765
Autopsies Performed	1,486	1,480	1,510
External Examinations Conducted	657	725	740
Toxicology Tests Performed	57,007	59,742	60,937
<b>Efficiency Indicators:</b>			
# of Cases Handled Per Doctor (Chief ME and Fellow are counted as 1 together)	465	472	482
# of Cases Handled Per Investigator	1,159	990	1,010

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Efficiency Indicators:**

# of Cases Transcribed Per Transcriber	679	899	917
# of Cases Handled per Autopsy Technician	587	591	602
# of Toxicology Tests per Toxicologist	8,144	8,535	8,705

**Effectiveness Indicators:**

Average Days to complete an ME Case from onset to completion	65	65	65
Average Days to complete the Toxicology Report for an ME Case	55	60	60
Average Days to Transcribe Cases	33	12	5

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$3,032,309	\$3,281,115	\$3,214,171	\$3,295,669
Travel and Remunerations	40,349	43,400	43,400	43,400
Operational Costs	416,589	441,068	448,627	454,598
Supplies and Materials	208,360	187,934	188,815	190,592
Capital Expenditures	0	18,745	18,528	5,200
<b>Total</b>	<b>\$3,697,607</b>	<b>\$3,972,262</b>	<b>\$3,913,541</b>	<b>\$3,989,459</b>

**Program Justification and Analysis:**

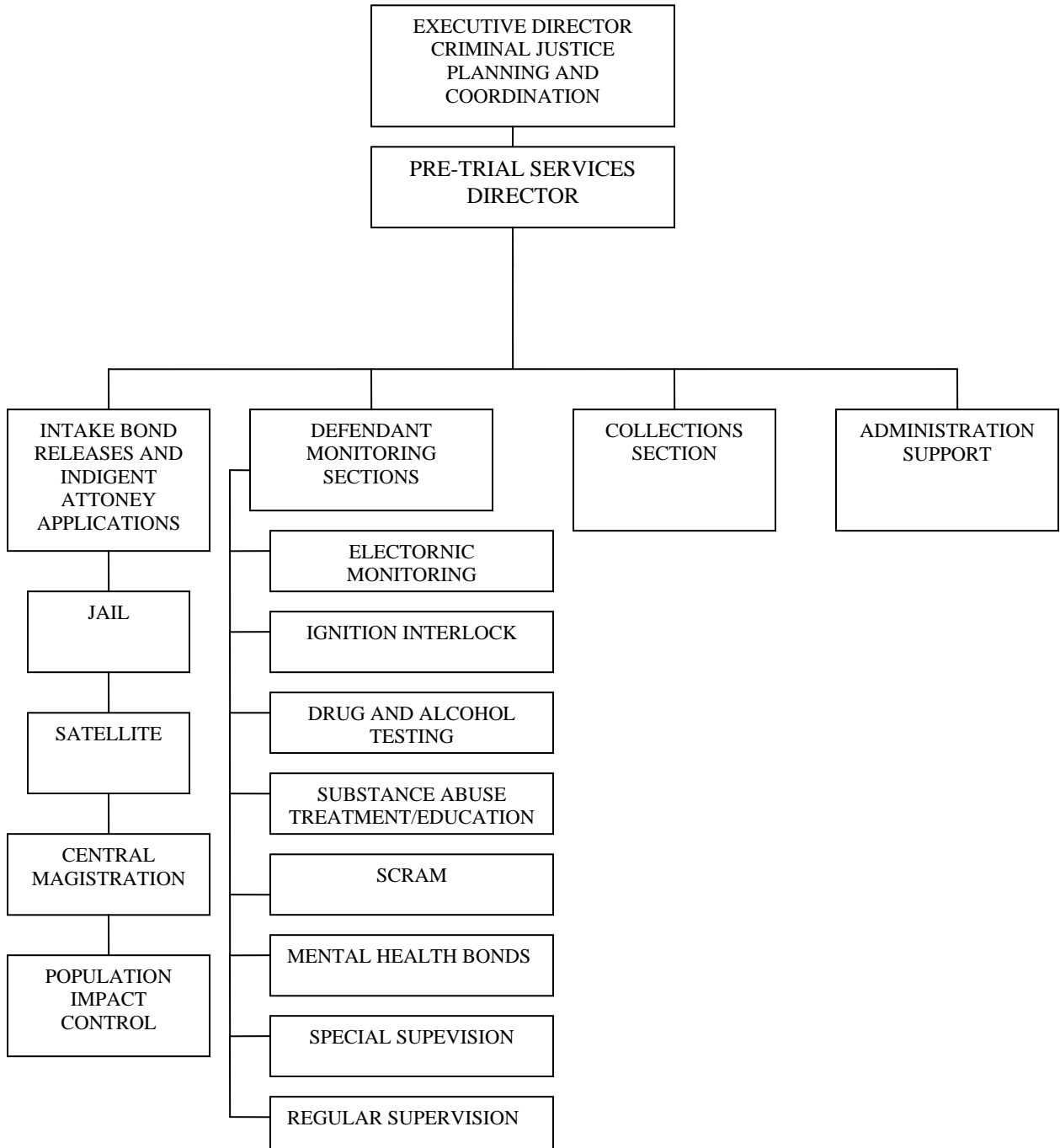
- The Adopted Budget reflects an overall increase of 2 percent compared to FY 2007-08 estimates due to increased funding in personnel costs and increases in operational and supplies costs.
- The Personnel Services group reflects a 2 percent increase from FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. This also includes the program changes described below.
- The Travel and Remunerations group remains unchanged from FY2007-08 estimates.
- The Operational Costs group reflects a 1 percent increase compared to the FY 2007-08 estimates as a result of an increase in the transportation services expenses.
- The Supplies and Materials group represents an increase of 1 percent when compared to the FY 2007-08 estimates. Funding is recommended for supplies and materials associated with mandatory laboratory accreditation requirements and for the purchase of general and safety supplies. Additional funding is also provided for the vehicle fuel and oil line item.
- The FY 2008-09 Adopted Budget provides \$5,200 in Capital Funds for the purchase of a new multi-prep workstation.

- Program Changes for the Medical Examiner’s office include the addition of a Forensic Technician in the amount of \$49,249. This program change will reduce workload to meet accreditation requirements during FY2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Administrative Supervisor	1	1	1
Autopsy Technicians	4	4	4
Chief Autopsy Technician	1	1	1
Chief Medical Examiner	1	1	1
Chief Medical Investigator	1	1	1
Chief Toxicologist	1	1	1
Deputy Chief Medical Examiner	1	1	1
Forensic Technician	0	0	1
Forensic Transcribers	3	3	3
Medical Examiner	3	3	3
Medical Investigator	7	10	10
Morgue Attendant	5	5	5
Office Assistant IV	1	1	1
Office Assistant III	0	1	1
Office Assistant II	1	1	1
Quality Assurance Officer	1	1	1
Senior Medical Investigator	1	1	1
Senior Toxicology Chemist	2	2	2
Toxicology Chemist	5	5	5
<b><i>Total – CJPC - Medical Examiner</i></b>	<b>39</b>	<b>43</b>	<b>44</b>

# PRE-TRIAL SERVICES



# CRIMINAL JUSTICE PLANNING AND COORDINATION - PRE-TRIAL SERVICES DIVISION

FUND: 001  
AGENCY: 699

**Mission:** The Pre-trial Services Division will provide community safety through structured supervision of defendants while on Pre-trial status. They will provide a process to ensure defendants are screened for appointment of counsel on a timely basis, provide a means of release for eligible defendants held in custody with a personal bond, and strive for cost recovery within all authorized means.

**Vision:** Pre-trial Services Division envisions itself as an agency which will identify, gather and process critical information to Judges/Magistrates in an objective, professional, and comprehensive manner to ensure the Judges/Magistrates are well informed when ordering conditions of bond and/or assessing confinement reimbursement. The intake staff of the Pre-trial Services Division will be facilitators in objectively identifying persons requesting court appointed counsel as well as those eligible for personal bond consideration. The Pre-trial Services Division will provide direction to those not eligible to initiate an alternative bonding effort of their choice to expedite a timely release.

## **Goals and Objectives:**

- To provide the Judiciary system with Pre-trial supervision options in the management of jail population.
- To implement and maintain viable cost recovery procedures viable through the collection of authorized fees, and provide offender paid programs in addressing Pre-trial supervision.
- To address community safety through ordered Pre-trial supervision of defendants incarcerated in Bexar County.
- Continue the Pre-trial Mental Health Mental Retardation (MHMR) project, addressing incarcerated defendants eligible for mental health bonds while in Pre-trial detention.
- Provide a process for defendants requesting court appointed counsel on a timely basis and in accordance with the law.

**Program Description:** The Pre-trial Services Division currently reports to the Criminal Justice Planning and Coordination Department under the purview of Commissioners Court.

The Personal Bond Section of the Pre-trial Services Division is currently organized into twelve subsections: Jail Intake, Electronic Monitoring, SCRAM, Drug and Alcohol Testing, Substance Abuse Treatment, Substance Abuse Education, Ignition Interlock, Mental Health, Special Supervision, Pre-trial Fees, Pre-trial Satellite Office and Affidavit Processing for indigent defendants (Senate Bill 7).

The Personal Bond Section screens eligible defendants, prepares background interview reports and recommends conditions for personal bond to the Acting Magistrate or Presiding Judge. The Personal Bond Division coordinates with the Criminal Courts when conducting financial data reports and affidavits for appointment of counsel. They also inform the Criminal Courts of any violations committed by defendants who are on Pre-trial supervision. Supervision of defendants and enforcement of compliance with terms and conditions of bond are also functions of the Personal Bond Division.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Number of defendants interviewed for Personal Bond.	18,478	17,717	18,350
Number of defendants interviewed and released on Personal Bond.	11,820	10,159	11,394
Total number of defendants released under the supervision of Pretrial Services.	15,162	13,877	15,245
<b>Efficiency Indicators:</b>			
Total Supervision files closed.	14,958	13,790	14,500
Number of defendants closed out due to adjudication.	10,965	10,656	11,165
Number of defendants with warrants for FTA that were under supervision of Pretrial Services Office.	977	974	1,015
<b>Effectiveness Indicators:</b>			
Total bond fees waived.	\$288,739	\$255,569	\$318,000
Total bond fee's collected.	\$608,573	\$480,804	\$586,500
Total fees collected and deposited	\$1,225,400	\$1,170,907	\$1,350,182

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$2,711,783	\$3,280,997	\$3,027,966	\$3,228,664
Travel and Remunerations	3,688	5,546	5,546	5,446
Operational Costs	193,763	454,649	438,698	420,501
Supplies and Materials	55,153	60,378	60,346	63,238
<b>Total</b>	<b>\$2,964,387</b>	<b>\$3,801,570</b>	<b>\$3,532,556</b>	<b>\$3,717,849</b>

**Program Justification and Analysis:**

- The FY2008-09 Adopted Budget reflects a 5 percent increase when compared to FY 2007-08 estimates.
- The Personnel Services group increases 6 percent when compared to FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. This also includes the program changes described below.

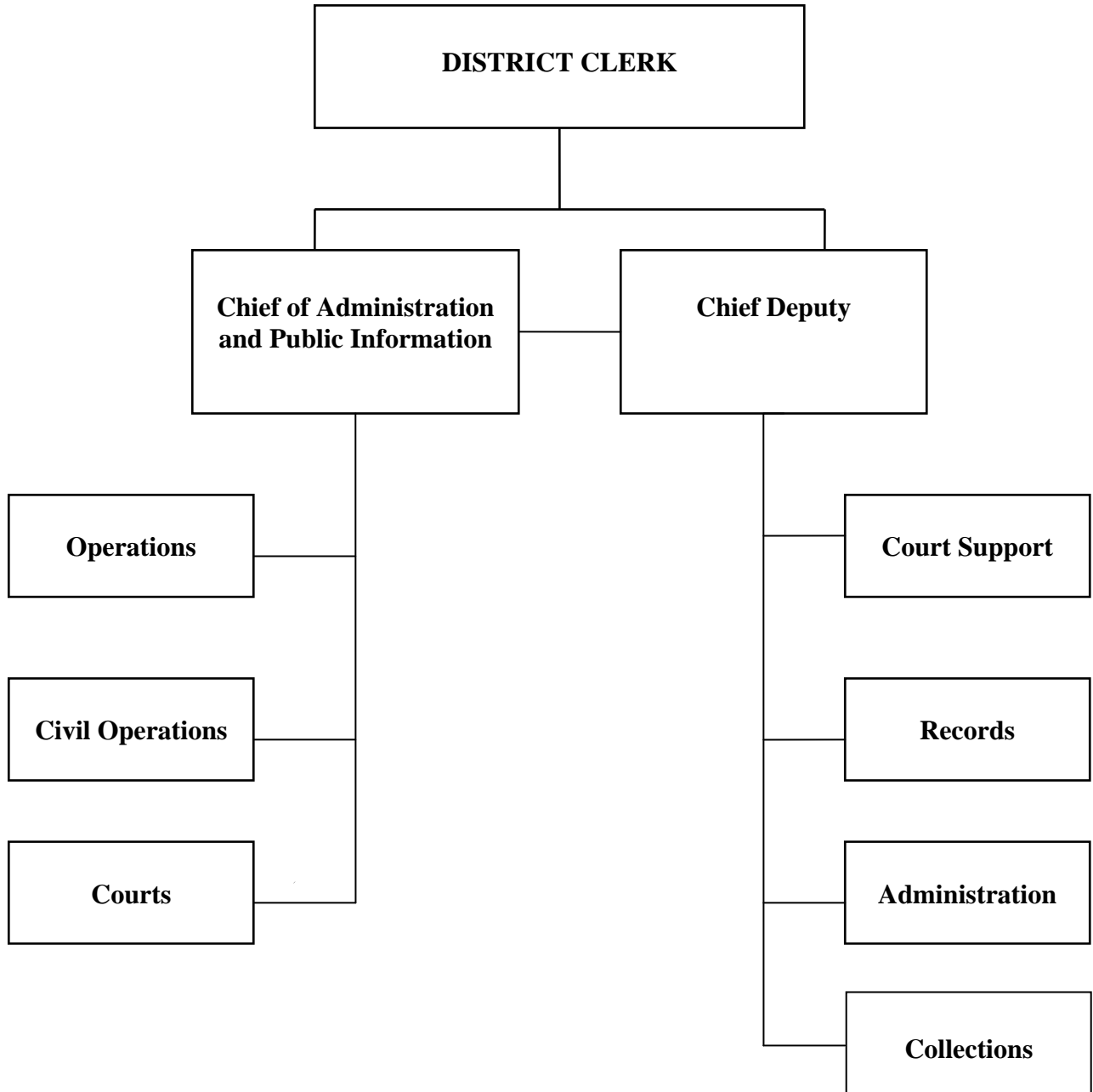


- The Travel and Remunerations group decreases slightly when compared to the FY 2007-08 estimates.
- The Operational Costs group decreases 4 percent compared to the FY2007-08 estimates. Funding for building and ground repairs appropriated during FY2007-08 are not allocated in the 2008-09 Adopted Budget.
- The Supplies and Materials group increases 4 percent when compared to the FY 2007-08 estimates.
- The FY 2008-09 Adopted Budget includes the addition of a Mental Health Clerk (NE-4) at a cost of \$24,093 to the general fund. This position will continue to remain grant funded. When the grant funds expire mid-year the position will be paid fully out of the Bexar County General Fund.
- The second program change for Pretrial Services includes the reclassification of the Pretrial Services Operations Manager from an E-10 to an E-11.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Collections Officer	2	2	2
Executive Assistant	1	1	1
Lead Pre-trial Bond Officer	2	2	2
Mental Health Clerk	0	0	1
Office Assistant IV	2	2	2
Office Supervisor	1	1	1
Post Release Manager	1	1	1
Post Release Supervisor	1	1	1
Pre-trial Bond Officer I	19	19	19
Pre-trial Bond Officer II	19	19	19
Pre-trial Bond Officer III	9	11	11
Pre-trial Collections Supervisor	1	1	1
Pre-trial Intake Manager	1	1	1
Pre-trial Intake Supervisor	2	2	2
Pre-trial Operations Manager	1	1	1
PICU Coordinator	0	1	1
<b><i>Total - CJPC - Pre-trial Services</i></b>	<b>62</b>	<b>65</b>	<b>66</b>

# DISTRICT CLERK



# DISTRICT CLERK

FUND: 001  
AGENCY: 222

**Mission:** To provide the Judicial System and the public with information and support using the most technologically advanced methods possible at a reasonable cost by:

- Fulfilling our statutory duties as record custodians and fee officers to the best of our abilities;
- Fostering an environment for our employees that encourages the development of new ideas and the willingness to improve productivity;
- Implementing our goals and objectives with a team approach and decision making at all levels of the organization; and
- Striving to be a leader and example to other County and State agencies.

**Vision:** The District Clerk envisions the Bexar County District Clerk's Office as becoming a leader and example not only in Bexar County but throughout the State of Texas by providing constant training and education of the workforce; by acquiring and implementing the latest in information technology services such as imaging technology for the storage and retrieval of case record information; and by implementation of electronic technology for exchange of information through the Internet.

## **Goals and Objectives:**

- To perform functions and duties as mandated by law.
- To incorporate record management principles in imaging information and technology sources.
- To provide the support and resources for all District and Special Courts of Bexar County.
- To provide the support and resources necessary for employees to perform their responsibilities and duties.
- To monitor/verify all receivables and fees charged.
- To safely deposit receivables in a timely manner.
- To be responsive to the customers' need for service and information.
- To encourage all employees to be customer friendly and service oriented.
- To provide information and quality services to all at a reasonable cost.
- To support the continued development of employees by encouraging participation in County training classes.

**Program Description:** The District Clerk is an integral part of the District Courts system in Bexar County, providing support services to all Criminal, Juvenile, and Civil District Courts. The Office is divided into six divisions: Administration, Courts, Civil Filings, Court Support, Operations and Records. The District Clerk records the acts and proceedings of the Courts, enters all judgments of the Courts, and records all issued executions and returns on executions. The District Clerk also prepares an annual written statement of fines and jury fees received and operates the Register of the Court. The District Clerk serves as the official custodian of District Court records by indexing and carefully maintaining the Court records and assisting the Courts and the public in accessing those records. The District Clerk also provides support services to many County offices and departments, in particular to the Criminal District Attorney's Office, the Constables' Offices, the Sheriff's Office, the Dispute Resolution Center, Juvenile Probation, and the Texas Attorney General's Office.

The District Clerk is elected Countywide for a term of four years.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Work Load Indicators (Annual):**

Number of Cases Filed	33,465	33,168	33,550
Number of Civil Cases Pending	37,082	37,647	38,451
Number of Case Files Imaged	35,000	63,806	74,000

**Efficiency Indicators (Annual):**

Number of Cases Filed per FTE	2,789	2,764	2,966
Number of Civil Hearings Held	85,700	43,716	41,196
Number of Case Files Imaged per FTE	4,437	7,975	9,250

**Effectiveness Indicators:**

Average Time to File a Case	10	10	10
Average time to set a Juvenile docket	1 1/2 hours	2 hours	2 hours
Number of documents imaged	833,000	2,735,000	4,952,000

**Appropriations:**

	FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
	Actual	Budget	Estimate	Budget

Personnel Services	\$6,237,043	\$6,581,402	\$6,553,601	\$6,871,860
Travel and Remunerations	8,216	9,710	9,710	9,710
Operational Costs	326,465	403,415	401,329	378,079
Supplies and Materials	152,597	161,450	151,398	153,687
Capital	0	14,772	14,772	0
Interfund Transfer	46,869	0	0	0

***Total***      ***\$6,771,190***      ***\$7,170,749***      ***\$7,130,810***      ***\$7,413,336***

**Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases by 4 percent compared to the FY 2007-08 estimates. This increase is due primarily to fully funding all authorized positions and program changes, as described below.
- The Personnel Services group increases 4.9 percent compared to the FY 2007-08 estimates. This increase is the result of funding all authorized positions and program changes, as described below.
- The Travel and Remunerations group represents the same level of funding as FY 2007-08 estimates.

- The Operational Costs group decreases 5.8 percent compared to FY 2007-08 estimates. This decrease is due to a decrease in Technology and a reduction in printing due to the ongoing imaging project in the Department.
- The Supplies and Materials group increases by 1.5 percent compared to FY 2007-08 estimates. This increase is due to increases in fuel and oil costs in FY 2008-09.
- Two program changes in the amount of \$39,775 are adopted for FY 2008-09.
  - Add one Court Clerk (NE-04) for Juvenile because of the increase in the number of Certify and Transfer Cases due to the Texas Youth Commissions Reform Bill.
  - Regrading one Juvenile Court Clerk Supervisor from a E-02 to an E-03.

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Administration**

District Clerk	1	1	1
Chief Deputy	1	1	1
Chief of Administration and Public Information	1	1	1
<i>Total - Administration</i>	3	3	3

**Courts Division**

Accounting Clerk	2	2	2
Civil Court Clerk	21	17	17
Court Clerk Supervisor	1	1	1
Division Chief - Courts	1	1	1
Lead Civil Court Clerk	4	8	8
File Clerk	1	1	1
Civil Operations Clerk	2	2	2
<i>Total - Courts</i>	32	32	32

**Civil Filing Division**

Civil Filing Supervisor	2	2	2
Civil Operations Clerk	13	13	13
Division Chief - Civil Operations	1	1	1
Lead Civil Operations Clerk	5	5	5
Senior Civil Operations Clerk	5	5	5
<i>Total - Civil Filing</i>	26	26	26

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Court Support Division**

Criminal Assignments Clerk I	5	5	5
Criminal Assignments Clerk II	5	5	5
Criminal Assignments Clerk III	6	7	7
Criminal Court Clerk	24	24	24
Criminal Filing Supervisor	1	1	1
Division Chief - Court Support	1	1	1
File Clerk - Part Time	2	2	2
Lead Criminal Assignments Clerk	2	2	2
<i>Total - Court Support Division</i>	<i>46</i>	<i>47</i>	<i>47</i>

**Operations Division**

Accounting Clerk	3	4	4
Cashier/Clerk	3	3	3
Court Registry Clerk	3	3	3
Division Chief - Operations	1	1	1
File Clerk - Part Time	2	2	2
Personnel Technician	1	1	1
Registry/Cashier Supervisor	2	2	2
Court Clerk Supervisor	1	1	1
Registry/Cashier Supervisor	2	2	2
Juvenile Court Clerk Supervisor	1	1	1
Juvenile Court Clerk	8	8	9
Lead Accounting Clerk	1	1	1
Recording Clerk	1	1	1
<i>Total - Operations</i>	<i>29</i>	<i>30</i>	<i>31</i>

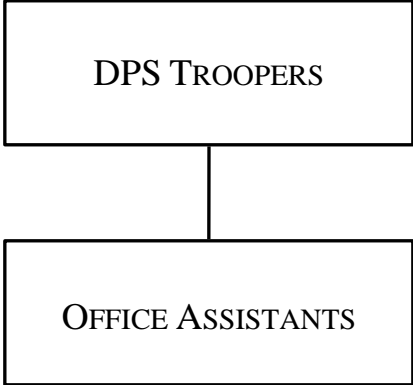
**Records Division**

Administrative Clerk I	1	1	1
Court Order Clerk	2	2	2
Division Chief - Records	1	1	1
File Clerk	9	9	9
File Clerk - Part Time	2	2	2
Optical Scanning Clerk	3	3	3
Purchasing Clerk	1	1	1
Recording Clerk	8	8	8
Records Storage Clerk	2	2	2

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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Records Storage Supervisor	1	1	1
Recordings Supervisor	1	1	1
Records Supervisor	1	1	1
<i>Total - Records</i>	32	32	32
<b><i>Total - District Clerk</i></b>	<b>168</b>	<b>170</b>	<b>171</b>

# DPS - HIGHWAY PATROL





# DPS - HIGHWAY PATROL

FUND: 001  
AGENCY: 249

**Mission:** The Department of Public Safety – Highway Patrol Division provides staff support for the Highway Patrol 3B01 Sergeant Area of Bexar County allowing the release of troopers to perform enforcement activities on the rural roadways of Bexar County. Specifically, troopers address enforcement in the following areas: 1) highway patrol enforcement of all vehicles; 2) regulation of commercial and “for hire” traffic; 3) the preservation of the public peace; 4) the investigation of highway accidents; 5) the investigation of criminal activity; and 6) the arrest of criminals and wanted people.

**Vision:** The Department of Public Safety – Highway Patrol Division supervises traffic on rural highways, regulates commercial and “for hire” traffic, and preserves the peace by investigating crime and arresting criminals.

## **Goals and Objectives:**

- To assist the Courts of Bexar County with the creation of a smooth flow of information between the Courts and the Texas Highway Patrol. This smooth exchange of information will create an atmosphere of increased accountability for Bexar County.
- To increase the apprehension of Bexar County residents wanted by the Justice Courts of Bexar County.
- To release the troopers of Sergeant Area 3B01 for increased routine patrol devoted to the public safety of the citizens of Bexar County. Increased routine patrol will allow for safer roadways and increased apprehension of law violators and criminals in Bexar County.
- To interact directly with the citizens of Bexar County through public telephone inquiries to assist the citizens in the following areas:
  - Highway patrol/criminal law inquiries
  - Reporting of dangerous situations
  - Various public complaints
  - Outstanding violations/warrants
  - General information
  - Employment opportunities available with the Texas Department of Public Safety

**Program Description:** The Department of Public Safety (DPS) Highway Patrol Division was established to centralize the handling and distribution of all criminal cases filed by highway patrol troopers of Sergeant Area 3B01. These cases are both misdemeanors and felonies and are coordinated by the Highway Patrol Division between District Courts, County Courts and Justice of the Peace Courts. Personnel of the Highway Patrol Division are tasked with assembling and forwarding felony criminal cases to the District Courts of the County and misdemeanor criminal cases to the Justice of the Peace Courts and County Courts at Law.

Personnel of the Highway Patrol Division provide administrative support and report the dispositions of all criminal cases issued by Sergeant Area 3B01 to the Texas Department of Public Safety-Austin. Staff prepares complaints and probable cause affidavits for the issuance of warrants by the Justice Courts of the County in all highway patrol citations issued by Sergeant Area 3B01. Upon receiving warrants lists from the Justice Courts of Bexar County, Highway Patrol Division personnel establish telephone contact and prepare written correspondence with the named violators on the warrants to obtain voluntary compliance with the court order.

Highway Patrol Division personnel utilize the County's computer network to check violators' compliance with the phone/written contacts and for the reporting of dispositions. Highway Patrol Division personnel assemble warrants packages by geographical areas of the County for assignment to troopers for warrant task force operations conducted in Sergeant Area 3B01. The warrant measures performed by the Highway Patrol Division decrease the number of violators that the Justice Courts of Bexar County must process through the Failure to Appear (FTA) Program administered by the Texas Department of Public Safety. The Highway Patrol Division also acts as a liaison between the troopers of Sergeant Area 3B01 and the Court systems of Bexar County.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Texas Highway Patrol Stops	16,615	15,500	15,810
Formal Complaints and Affidavits Notarized and Processed	1,833	2,000	2,040
<b>Effectiveness Indicators:</b>			
Citations Maintained and Researched per FTE per year	26,961	28,500	29,070
DWI/Criminal Reports Maintained per FTE per year	16,350	17,538	17,888
Total served by area	509	400	408
<b>Effectiveness Indicators:</b>			
Total Highway Patrol Traffic Citations	11,869	10,000	10,200
Total Highway Patrol Traffic Warnings	13,410	10,000	10,200

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$92,033	\$97,245	\$96,638	\$99,357
Operational Costs	0	500	500	500
<b>Total</b>	<b>\$92,033</b>	<b>\$97,745</b>	<b>\$97,138</b>	<b>\$99,857</b>

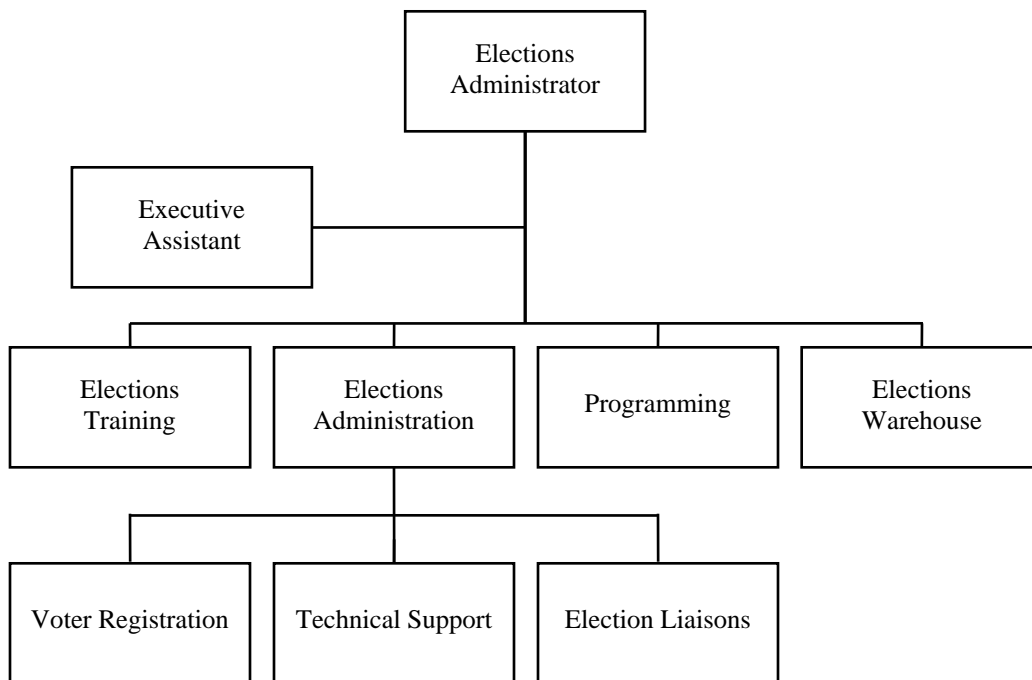
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases less than 1 percent due salary increases granted during the upcoming fiscal year.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Office Assistant III	2	2	2
<b>Total – DPS Highway Patrol</b>	<b>2</b>	<b>2</b>	<b>2</b>

# ELECTIONS



# ELECTIONS

FUND: 001  
AGENCY: 113

**Mission:** To plan and conduct Federal, State, County, and contract elections and to provide voter registration services to the citizens of Bexar County efficiently, accurately, and in accordance with established laws, regulations, and governmental policies.

**Vision:** To conduct Federal, State, County, and contract elections and to provide voter registration services to the citizens of Bexar County in a timely, accurate and efficient and customer-oriented way. The Elections Department will be responsive and accountable to the individual citizens we service - dedicated to meeting their needs through the use of sound business practices and improved technology; accurate application of established laws, regulations and policies; and an absolute commitment to quality customer service.

## **Goals and Objectives:**

- To plan and conduct Federal, State, County, and contract elections for all county political subdivisions.
- To provide information and guidance to voters and organizations regarding election issues.
- To maintain accurate voter registration records and to provide resources for voter registration activities.
- To maintain election histories for elections conducted in the county.
- To receive and file campaign and expenditure reports for candidates and officeholders.
- To communicate with the Secretary of State and the US Department of Justice regarding regulatory and legislative issues.
- To provide a technologically improved and professional environment.
- To be HAVA compliant on both the Election and Voter Registration Divisions.

**Program Description:** In FY 2000-01, Commissioners Court created the Bexar County Elections Department by combining the functions of the County Clerk's Office Elections Division and those of the Tax Assessor-Collector's Office Voter Registration Division. Thirteen positions from the County Clerk's Office and ten positions from the Tax-Assessor Collector's Office were transferred to the new department and organized into three sections: Administration, Elections, and Voter Registration. Commissioners Court created the position of Elections Administrator to lead the department.

The Elections Department conducts County, State, and Federal elections and holds contract elections for political subdivisions within Bexar County as authorized by the Texas Election Code. The Elections Department prepares ballots, furnishes election equipment and supplies, and coordinates all logistical and managerial components involved with conducting an election. These components involve staffing all polling facilities during the early voting period and, on election day, securing and retrieving ballots from the polling facilities ensuring all elections are conducted according to the Election Code. The department conducts early voting both by personal appearance and by mail and canvasses election returns. The department also compiles and maintains the record of all elections.

The Election Administrator serves as the County Voter Registrar and is responsible for maintaining accurate and up to date voter registration records, conducting voter registration drives and maintaining accurate precinct/boundary maps and address records.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Work Load Indicators:**

Elections Held Including Run Off and Special:

Funded by Bexar County	4	3	1
Funded by Other Entities	32	38	39
Number of Early Voting Election Sites	116	132	120
Number of Election Day Voting Sites	881	1,091	927

**Efficiency Indicators:**

Number of Workers per Early Voting Site	N/A	5	5
Number of Workers per Election Day Site	N/A	5	5
Number of iVotronics Maintained with Peripherals per FTE	N/A	979	900

**Effectiveness Indicators:**

Percentage of Judges Passing Certification the First Time on Electronic Voting Equipment	92%	90%	95%
Percentage of Early Voting Results Available by 7:15pm	100%	100%	95%
Percentage of Election with Results Available Three Hours after Receipt of All Ballots	90%	90%	95%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,160,025	\$1,356,310	\$1,334,312	\$1,356,782
Travel and Remunerations	586,410	811,750	730,237	903,060
Operational Costs	547,924	904,069	849,961	865,207
Supplies and Materials	42,872	179,875	179,875	217,472
Interfund Transfer	18,955	0	0	0
<b>Total</b>	<b>\$2,356,186</b>	<b>\$3,252,004</b>	<b>\$3,094,385</b>	<b>\$3,342,521</b>

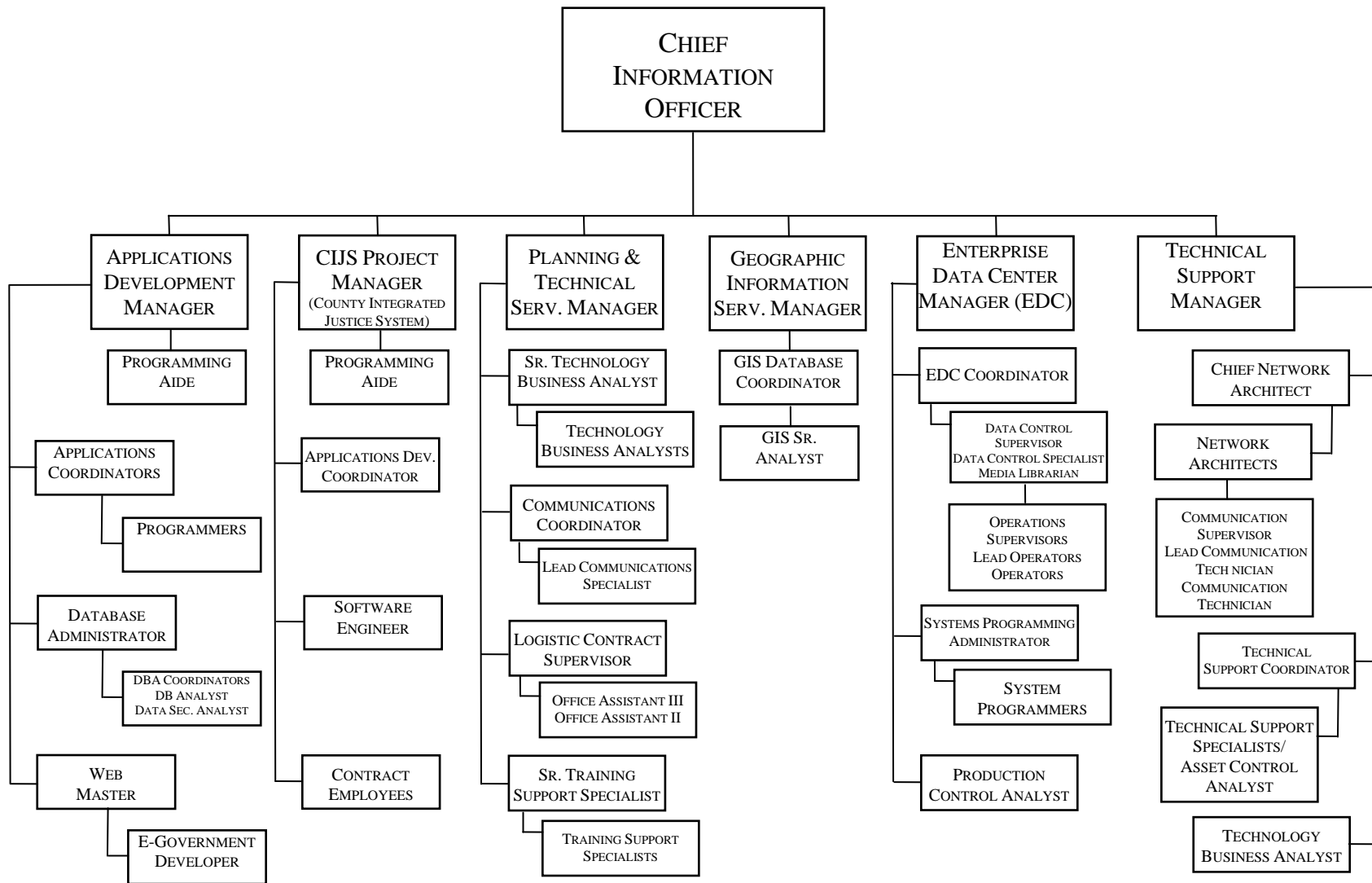
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 8.0 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increases 1.7 percent compared to the FY 2007-08 estimates. This increase is due primarily to an increase in the Temporary Salaries line item for upcoming elections.
- The Travel and Remunerations group increases by 23.7 percent compared to FY 2007-08 estimates. This is due to an increase in the Election Workers’ salaries and to cover the cost of the Presidential election.
- The Operational Costs group increases by 2 percent compared to FY 2007-08 estimates. The Special Services line item increases due to programming site and support of voting equipment needed during elections. The Equipment Rental line item increases due to short-term rental of an extra copier during the presidential elections. The Transportation Services line item increases due to an increase cost of a contract, which provides transportation of voting equipment to various sites during elections.
- The Supplies and Materials group increases by 20.9 percent compared to FY 2007-08 estimates, primarily to fund battery replacements for the electronic voting machines.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Analyst Programmer II	2	2	2
Contracts and Support Technician	1	1	1
Deputy Elections Administrator	1	1	1
Elections Administrator	1	1	1
Elections Inventory Clerk	2	2	2
Election Liaison	4	4	4
Elections Training Coordinator	1	1	1
Election Warehouse Supervisor	1	1	1
Executive Assistant	1	1	1
GIS Technician	1	1	1
Senior Voter Registration Processor	2	2	2
Technical Support Specialist IV	3	3	3
Voter Registration Coordinator	1	1	1
Voter Registration Processor	6	6	6
<b><i>Total - Elections</i></b>	<b>27</b>	<b>27</b>	<b>27</b>

# INFORMATION SERVICES



# INFORMATION SERVICES

FUND: 001  
AGENCY: 106

**Mission:** An efficient County government supported by an integrated information environment created through strong departmental partnerships and provided by a highly trained and diverse workforce deploying effective technologies.

**Vision:** To support the mission of Bexar County with high quality, innovative, and cost effective information and communication technology solutions.

## **Goals and Objectives:**

- To earn the trust and confidence of our customers.
  - Establish levels of service that we can support
  - Deliver what we promise
  - Be accountable for our actions
  - Establish customer driven standards and keep customers informed
  - Involve our customers in the prioritization and implementation processes
  - Evaluate our performance against customer expectations
- To treat information as a critical asset, collecting information once and using it many times.
  - Expand existing capabilities to make information easily accessible by County employees and citizens
  - Facilitate electronic workflow and electronic data management
  - Leverage current and future technologies to manage and deliver information
- To have a robust, integrated, and sustainable infrastructure, which is protected and restricts access where appropriate.
  - Provide County employees with a technology infrastructure that is capable of transmitting and storing voice, data, and video on demand, protected as necessary
  - Sustain the longevity of our infrastructure by thoroughly researching and documenting analysis, development, implementation and assessment efforts
  - Maximize systems reliability and information availability
- To strive to ensure our systems and applications meet multiple needs and serve multiple customers.
  - Ensure customer system requests optimize solutions to maximize customer base
  - Identify additional opportunities for systems integration when developing business case analysis for new systems and capabilities
- To make sound application investment recommendations in cooperation with our partners.
  - Ensure information technology solutions undergo thorough cost and impact analysis prior to expending fiscal resources
  - Institute and use a Countywide process to facilitate application investment decisions
  - Advocate innovation and leading-edge technology where the pay-off is worth it
  - Benchmark with best practices
- To maintain legacy mainframe systems as long as they remain a cost-effective solution.
  - Utilize commercial off-the-shelf applications where prudent
  - Continuously examine the cost effectiveness of operating our legacy systems
- To treat our employees with respect and maintain a professional environment in which to work.
  - Keep people informed
  - Establish priorities and set realistic goals
  - Promote professional growth
  - Enhance training opportunities
  - Maintain a positive working environment



- To ensure the security and privacy of our information resources.
  - Protect data from unauthorized access and misuse
  - Protect the physical integrity of the network
  - Implement procedures for properly storing and maintaining copyrighted software
- To provide County employees with effective technology training and support services.
  - Coordinate the introduction of new technologies including installation, documentation, user training and help desk preparation
  - Provide life-cycle support for all County standard products

**Program Description:** Bexar County Information Services (BCIS) is responsible for the development, implementation, and maintenance of technology and communication systems for the County. IS utilizes its resources and technological expertise to develop and operate efficient and secure communications and computer systems throughout the County. This includes coordinating County technology improvement plans that use new or more effective computer systems, as well as evaluating the needs of individual offices and departments and matching them with the optimum available communications, hardware or software systems. In this manner, IS assists offices and departments in improving their processes and better utilizing their resources. To facilitate this effort, the Department continually researches new technical developments to determine their usefulness to the County.

Information Services is divided into six divisions.

1. Applications Development Division
2. County Integrated Justice System Division
3. Enterprise Data Center Division
4. Geographic Information Services (GIS) Division
5. Planning and Technical Division
6. Technical Support Division

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Work Load Indicators:**

**Applications Development**

Annual Work Plan Project Hours Requested	114,044	99,039	104,000
Number of Programming Hours Delivered	60,375	63,033	63,033

**County Integrated Justice System**

Number of Courts Supported	N/A	N/A	8
Number of Interfaces Designed and Implemented	N/A	N/A	24

**Enterprise Data Center**

Number of Processed Mainframe Jobs	169,584	167,252	206,786
Number of CICS Transactions	251,745,967	242,000,000	246,622,302

**Geographic Information Systems**

Number of GIS Inquires	555,653,214	1,713,378,780	2,500,000,000
Number of GIS Services Visits	30,547	508,612	762,918

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Planning and Technical Services</b>			
Number of Communication Device Service/Trouble calls received	1,849	1,768	1,856
Number of AV/VTC service calls received	N/A	N/A	420
<b>Technical Support</b>			
Number of Help Calls Received	17,732	17,000	17,000
Number of Inventory items processed	12,924	13,200	13,200
<b>Efficiency Indicators:</b>			
<b>Applications Development</b>			
Average Hours Applied to Work Plan Projects per FTE	1,718	1,460	1,460
Average Programs Maintained per Programmer	N/A	855	855
<b>County Integrated Justice System</b>			
Number of Change Orders Processed per FTE	N/A	N/A	25
<b>Enterprise Data Center</b>			
Total Number of Job Failures	527	680	750
Number of 24/7 Support Calls taken per FTE	23,538	15,204	18,406
<b>Geographic Information Systems</b>			
Average Number of Inquires per Visit	18,190	3,368	3,326
<b>Planning and Technical Services</b>			
Number of Communication Devices Service/Trouble calls per FTE	536	589	648
Number of AV/VTC calls closed per FTE	N/A	N/A	210
<b>Technical Support</b>			
Average length of Open Help Calls (Calculated in Hours)	14	8	8
Number of Network Service Calls Closed per FTE	1,592	1,900	2,100
<b>Effectiveness Indicators:</b>			
<b>Applications Development</b>			
Percentage of Requested Annual Work Plan Project Hours Completed	53%	40%	40%
Percentage of Programming Service Tickets Completed	99%	99%	99%

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>County Integrated Justice System</b>			
Percentage of Calls Received by CIJS Project Team	N/A	N/A	100%
<b>Enterprise Data Center</b>			
Percentage of time Mainframe is available	99.49%	99.72%	98.32%
Percentage of Mainframe Transactions executed in less than 1 second	98.40%	98.40%	98.00%
<b>Geographic Information Systems</b>			
Percentage of GIS System Availability	100.00%	100.00%	100.00%
<b>Planning and Technical Services</b>			
Dollar Amount Identified by Communication Device Bill Charge Backs	\$1,163,417	\$1,519,920	\$1,671,912
Percentage of AV/VTC services calls completed	N/A	N/A	100%
<b>Technical Support</b>			
Percentage of Calls Resolved by Help Desk Staff	43%	75%	75%
Percentage of User Overall Satisfaction from TS	93%	95%	95%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$6,989,484	\$7,482,490	\$7,324,637	\$7,517,081
Travel and Remunerations	223,336	232,402	221,455	232,928
Operational Costs	1,050,131	1,021,534	956,842	1,108,256
Supplies and Materials	1,814,446	1,832,142	1,724,533	1,984,526
Capital	7,742	63,000	62,048	0
<b>Total</b>	<b>\$10,085,139</b>	<b>\$10,631,568</b>	<b>\$10,289,515</b>	<b>\$10,842,791</b>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 5.4 percent compared to the FY 2007-08 estimates. This is due primarily to increases within the personnel services, travel and remunerations, operational costs, and supplies and materials groups.
- The Personnel Services group increases 2.6 percent compared to the FY 2007-08 estimates. This increase is the result of funding all authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Travel and Remunerations group increases by 5.1 percent compared to FY 2007-08 estimates. This is due to an increase in the discretionary and local mileage line items to provide Countywide technical training and business analysis.
- The Operational Costs group increases 15.8 percent compared to FY 2007-08 estimates. This increase is primarily due to Countywide video conferencing telephone charges and rental space for the County Integrated Justice System Division at Heritage Plaza.
- The Supplies and Materials group increases by 15 percent compared to FY 2007-08 estimates. This reflects increases for annual software maintenance agreements and funding for fiber optic testing equipment.
- The FY 2008-09 Adopted Budget includes five program changes for a net savings of \$13,729. They are detailed as follows:
  - The first program change is to authorize one Analyst Programmer I (E-05) and delete one Applications Programmer III (E-08) and one Applications Development Coordinator (E-9) within the Applications Development Division, which results in a savings of \$80,687.
  - The second program change is the reclassification of three Analyst Programmers III (E-08) to Applications Development Coordinator (E-09) within the Applications Development Division. The annual cost of this program change is \$14,175.
  - The third program change is the reclassification of four Network Architects I from E-05 to E-07 and one Network Architect III from E-08 to E-09. The annual cost of this program change is \$35,561.
  - The fourth program change creates the County Integrated Justice System org in the amount of \$8,082 for travel, postage, and additional supplies.
  - The fifth program change is the reclassification of one Technical Support Manager E-11 to E-12. The cost of this program change is \$9,140.

## **Policy Considerations:**

BCIS presented to Commissioners Court a strategic roadmap that outlines a five-year plan for major Countywide technology related projects. These projects include, but were not limited to, the County Integrated Justice System (CIJS), the Automated Financial System, Countywide Cashiering System, and the Juvenile Justice Case Management System (JCMS). This presentation occurred in September 2008.

During the budget planning process for FY 2008-09, the Department of Community Investment has requested programming assistance with updating their current Health and Human Services (HHS) application. This programming request is recommended for prioritization as part of the BCIS FY 2008-09 programming work plan.

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Applications Development**

Applications Development Coordinator	1	1	3
Applications Development Manager	1	1	1
Analyst Programmer I	11	11	12
Analyst Programmer II	14	14	14
Analyst Programmer III	4	4	0
Database Analyst	3	3	3
Database Administrator	1	1	1
Database Coordinator	1	1	1
Data Security Analyst	1	1	1
E-Government Developer	1	1	1
Program Aide	1	1	1
Programmer	11	11	11
Web Master	1	1	1
<i>Total - Applications Development</i>	<i>51</i>	<i>51</i>	<i>50</i>

**Enterprise Data Center**

Computer Operator	5	5	5
Data Control Clerk	1	1	1
Data Control Supervisor	1	1	1
Enterprise Data Center Coordinator	1	1	1
Enterprise Data Center Manager	1	1	1
Lead Computer Operator	3	3	3
Media Librarian	1	1	1
Operations Shift Supervisor	3	3	3
Production Control Analyst	1	1	1
Systems Programmer	3	3	3
System Programming Administrator	1	1	1
<i>Total - Enterprise Data Center</i>	<i>21</i>	<i>21</i>	<i>21</i>

**Geographic Information Systems**

GIS Database/Systems Coordinator	1	1	1
GIS Manager	1	1	1

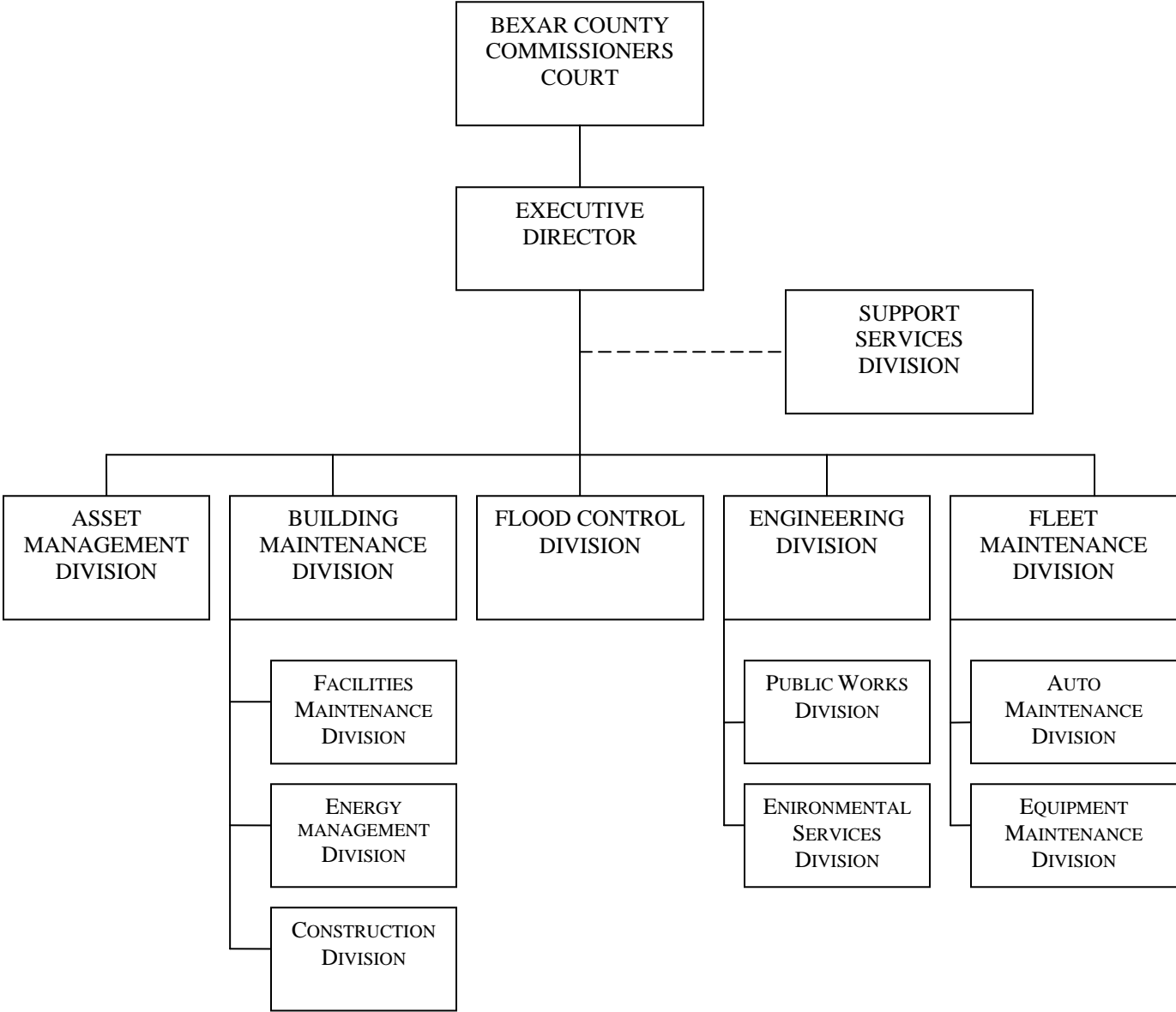
	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
GIS Senior Analyst	1	1	1
<i>Total - Geographical Information Systems</i>	<i>3</i>	<i>3</i>	<i>3</i>
<b>Planning and Technical Services</b>			
Chief Information Officer	1	1	1
Communications Coordinator	1	1	1
Communications Specialist	1	1	1
Court Technology Support Specialist	0	1	1
Lead Communication Specialist	1	1	1
Office Assistant III	2	2	2
Office/Contracts Supervisor	1	1	1
Planning and Technical Services Manager	1	1	1
Senior Technology Business Analyst	1	1	1
Senior Technology Training and Support Specialist	1	1	1
Technology Business Analyst	3	3	3
Technology Training and Support Specialist	2	2	2
Video Conferencing Systems Manager	1	1	1
<i>Total - Planning and Technical Services</i>	<i>16</i>	<i>17</i>	<i>17</i>
<b>Technical Support</b>			
Asset Control Analyst	1	1	1
Chief Network Architect	1	1	1
Communications Supervisor	1	1	1
Communication Technician	3	3	3
Court Technology Support Specialist	1	1	1
Lead Communication Technician	1	1	1
Network Architect I	4	4	4
Network Architect III	1	1	1
Technical Support Coordinator	1	1	1
Technical Support Manager	1	1	1
Technical Support Specialist II	3	3	3
Technical Support Specialist III	5	5	5
Technical Support Specialist IV	2	2	2
Technology Business Analyst	1	1	1
<i>Total - Technical Support</i>	<i>26</i>	<i>26</i>	<i>26</i>

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Technology Fund**

Network Architect I	1	1	1
Network Architect II	1	1	1
<i>Total - Technology Fund</i>	2	2	2
<b><i>Total - Information Systems</i></b>	<b>119</b>	<b>119</b>	<b>118</b>

# INFRASTRUCTURE SERVICES - ADMINISTRATION





# INFRASTRUCTURE SERVICES

The following Mission, Vision and Goals and Objectives guide the programs and activities of Infrastructure Services, which includes Energy, Facilities Maintenance, Fleet Maintenance, Administration, Environmental, Engineering Services, Roads, and Capital Projects divisions.

**Mission:** The Mission of the Infrastructure Services Department is to preserve all County resources by providing efficient, cost-effective services which ensure the safety, health and welfare of our customers and improve their quality of life.

**Vision:** We envision the Infrastructure Services as the leader in developing and maintaining County roads, bridges, vehicles, equipment, parks and facilities. The Infrastructure Services Department strives to ensure environmental compliance, good working relationships, and high standards of professional management for Bexar County. The management and staff of our department are facilitators in achieving a balance between diverse priorities and finite resources. They do this by providing the public and other County Offices thorough analyses, expert advice, prompt and reliable services, and open, honest communications related to the responsible allocation and utilization of Infrastructure Services personnel and resources.

## **Goals and Objectives:**

- Provide an aggressive and methodical preventive maintenance program for all of our customers.
- Establish a work center atmosphere that promotes the effective and efficient management of County resources.
- Assist in improved air quality and land development through the administration of environmental regulations, flood plain management, and subdivision development standards.
- Promote energy education throughout the County.
- Develop energy conservation plans and provide utility monitoring for all County-owned buildings.
- Provide for the health and protection of Bexar County residents by ensuring water quality through the permitting and regulation of on-site sewage facilities (septic systems), nuisance complaint investigations, and environmental consultation.
- Provide for the safe and efficient movement of people and commerce over County roads and bridges.

# INFRASTRUCTURE SERVICES - ADMINISTRATION

FUND: 001  
AGENCY: 501

**Program Description:** The Administration Division of Bexar County Infrastructure Services provides for the general welfare of the citizens of Bexar County by managing the construction and maintenance of a safe and efficient system of roadways and bridges. Subdivision plat review and traffic analysis allows for controlled development in the unincorporated areas of Bexar County. The division also manages County lease contracts for building and office space.

The Infrastructure Services—Administration Division administers the following funds: Parking Facilities, Farm to Market and Lateral Road, and Special Road and Bridge. The division also oversees many capital projects and provides services for other Infrastructure Services Department areas, such as Capital Improvements, Facilities Maintenance, Fleet Maintenance, and Energy Services Divisions. The appropriations shown below are the General Fund activities only. The other funds' activities including Capital Projects, Storm Water, Parking Facilities, and Road Funds appear in the Other Funds section of this document.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Number of Large project Managed	5	9	13
Number of Small project Managed	10	15	23
<b>Efficiency Measures :</b>			
Number of projects on approved schedule within 10% of time	15	10	23
Number of projects within approved budget within 10% of time	6	9	18
<b>Effectiveness Measures:</b>			
Number of Projects achieving approved goals within 10% of established criteria	15	15	23

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$645,198	\$796,939	\$753,726	\$728,489
Travel and Remunerations	4,044	5,875	4,529	4,525
Operational Costs	40,209	207,329	220,042	146,430
Supplies and Materials	7,597	11,200	8,163	38,038
<b>Total</b>	<b>\$697,048</b>	<b>\$1,021,343</b>	<b>\$986,460</b>	<b>\$917,482</b>

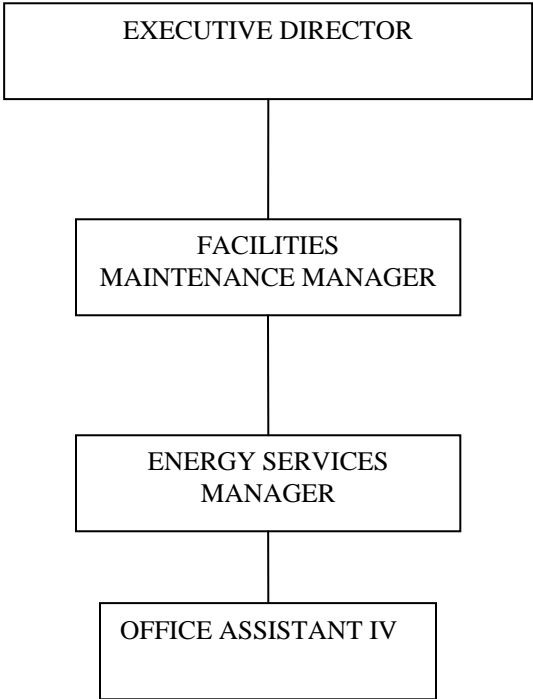
**Program Justification and Analysis:**

- Overall, the FY 2008-09 Adopted Budget reflects a 7 percent decrease compared to FY 2007-08 estimates, primarily due to a decrease in Operational Costs and proposed program changes described below.
- The Personnel Services Group decreased 3.3 percent compared to the FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group remains virtually the same compared to FY 2007-08 estimates.
- The Operational Costs group decreased significantly at 33.5 percent compared to the FY 2007-08 estimates. The decrease is due to a decrease in Telephone Usage and Consulting Services. Estimates for Telephone usage increased significantly due to unanticipated changes in cell phone costs in FY 2007-08, therefore showing a sharp decrease in funding FY 2008-09. Contracts for Consulting Services are coming to an end FY 2008-09. The decrease was requested by the Department.
- The Supplies and Materials group reflects a significant increase compared to the FY 2007-08 estimates. This increase is due to increased funding for furniture needed for the 4<sup>th</sup> floor renovation to the department to accommodate the additional staff involved with Capital Projects.
- The FY 2008-09 Adopted Budget includes two program changes for a total cost savings of \$29,986.
  - The first program change consists of a deletion of an Office Assistant IV (NE-05) at a cost of \$34,766 and an addition of an Executive Assistant (E-04) at a cost of \$48,233. There will be an increase of salary in the amount of \$13,467.
  - The second program change consists of a deletion of an Analyst (E-05) at a cost savings of \$43,453.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Analyst	1	1	0
Asset Manager	0	1	1
Computer Aided Design Technician	1	0	0
Construction Coordinator	1	2	2
County Architect	1	1	1
Executive Assistant	0	0	1
Executive Director of Infrastructure Services	1	1	1
Facilities Division Manager	1	1	1
Office Assistant III	1	1	1
Office Assistant IV	1	1	0
Real Estate Coordinator	1	0	0
Senior Construction Coordinator	1	1	1
<b>Total - Infrastructure Services - Administration</b>	<b>10</b>	<b>10</b>	<b>9</b>

# INFRASTRUCTURE SERVICES - ENERGY SERVICES



# INFRASTRUCTURE SERVICES - ENERGY SERVICES

FUND: 001  
AGENCY: 501

**Program Description:** The Energy Management Program (EMP) was created by Commissioners Court in early 2004 to reduce and conserve the County's overall energy consumption and cost. It is staffed by an Energy Manager and an Office Assistant IV. The goal of the EMP is to maximize available energy-efficient conservation technologies while utilizing sustainable materials and approaches in the design, construction and operations, and energy usage practices to ensure compliance with the Energy Conservation and Recycling Policy approved and adopted by the Bexar County Commissioners Court on October 23, 2007. The Energy Manager serves as a point of contact for all energy related activities throughout the County.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Projects Completed	12	7	8
Consumption of Electricity (kWh) per Square Foot	28.5	25.0	27.0
Consumption of Natural Gas (CCF) per Square Foot	0.41	0.43	0.45
Total Landfill Waste produced by County (Tons)	4,750	4,800	4,800
<b>Efficiency Measures:</b>			
Avg. kWh Dollars Saved per Project	\$160,000	\$30,000	\$50,000
Percentage of Total kWh Saved	13%	10%	20%
Total Tonnage (Garbage) Collected per Year	N/A	150	200
<b>Effectiveness Measures:</b>			
Total Utility Cost Savings	\$300,000	\$200,000	\$300,000
Payback Period (Years) for All Projects	3.5	8.2	5.0
Percent Reduction in kWh per Square Foot	12%	10%	15%
Percentage Increase of Total Recycled Material Collected per Year	N/A	N/A	10%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$166,959	\$131,844	\$129,589	\$134,161
Travel and Remunerations	4,454	6,200	4,977	3,100
Operational Costs	4,767,151	5,033,255	4,737,735	4,577,639
Supplies and Materials	2,797	7,770	5,816	2,100
Capital Expenditures	0	50,000	0	0
<b>Total</b>	<b>\$4,491,361</b>	<b>\$5,229,069</b>	<b>\$4,878,117</b>	<b>\$4,717,000</b>

**Program Justification and Analysis:**

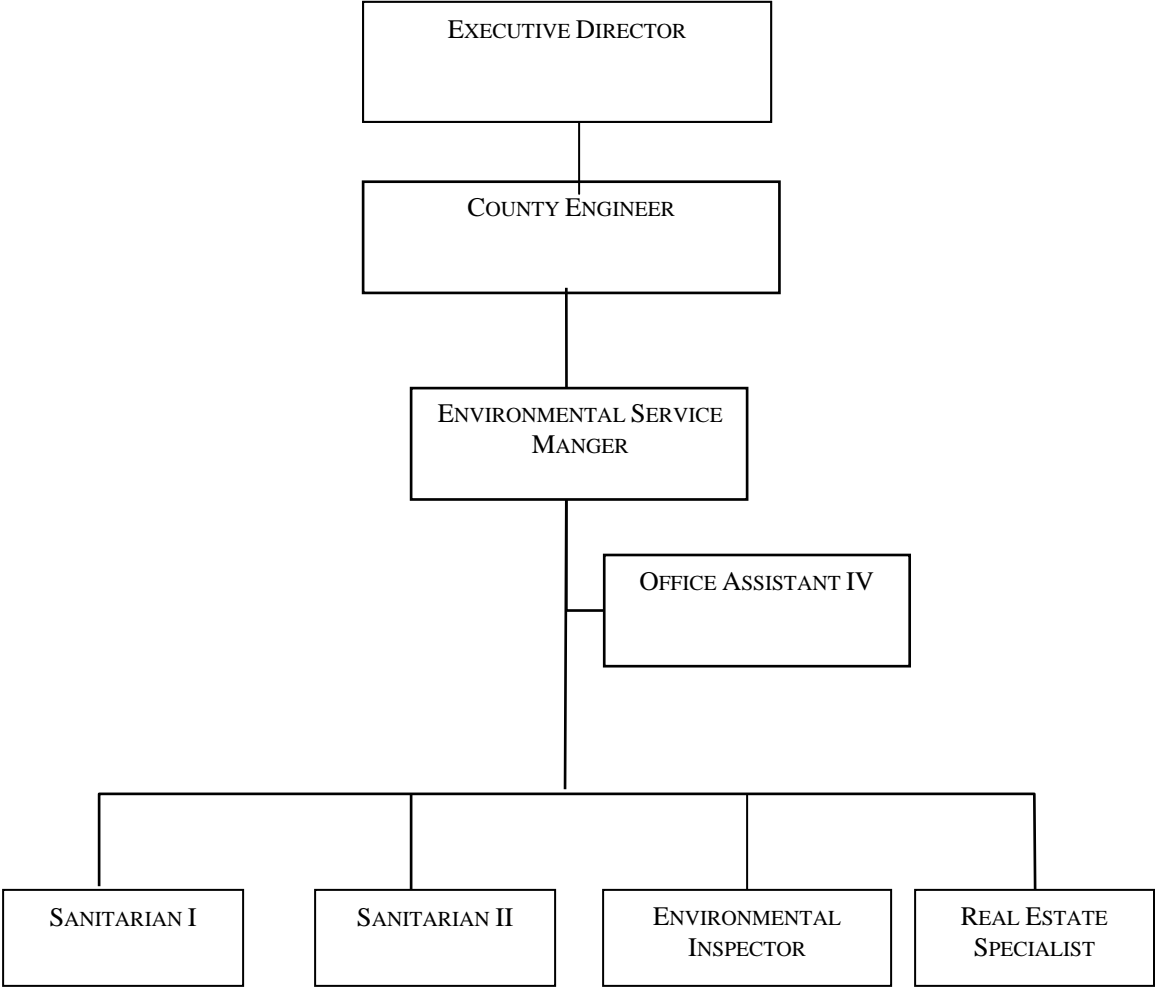
- The overall FY 2008-09 Adopted Budget for the Energy Services Division decreased by 3.3 percent.
- The Personnel Services Group increased 3.5 percent compared to FY 2007-08 estimates. Full year funding is proposed for all authorized positions.
- The Travel and Remunerations group decreased by 37.7 percent. Travel was given for professional development in building mechanical systems and energy efficiency.
- The Operational Costs group in the FY 2008-09 Adopted Budget decreased 3.4 percent compared to FY 2007-08 estimates. The decrease is due to reducing the electric and gas line item of the Operational group to reflect the annualized savings projected by the Department. The amount decreased is based on the performance measures provided by the Department.
- The Supplies and Materials group decreased 64 percent compared to the FY 2007-08 estimates due to a decrease in Computer Software and Furniture Minor, which was not needed this fiscal year.

**Policy Considerations:** During the FY 2008-09 Budget process, an additional \$3 million was funding in the County Buildings Capital Improvement Fund in the Energy Upgrades to Bond Projects. Included in the additional funding is \$2,015,000 to replace the roof and upgrade the solar hot water system at the ADC Annex. According to Infrastructure Services, this additional funding is estimated to save \$300,000 in energy costs. Funding for the new Adult Probation building was funded in the Facilities Maintenance-County Buildings budget in the amount of \$184,000. Existing projects for energy efficiency also has continuing funding in the County Buildings Capital Improvement Fund estimated around \$8.6 million, which include projects for the Adult Detention Center.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Energy Manager	1	1	1
Office Assistant IV	1	1	1
<b>Total - Infrastructure Services – Energy Services</b>	<b>2</b>	<b>2</b>	<b>2</b>

# INFRASTRUCTURE SERVICES - ENVIRONMENTAL SERVICES



# INFRASTRUCTURE SERVICES - ENVIRONMENTAL SERVICES

FUND: 001  
AGENCY: 501

**Program Description:** The Bexar County Environmental Services Division of the Infrastructure Services Department identifies and addresses environmental compliance issues (planned or unplanned), which may present a potential hazard to the County. These issues may include, but are not limited to, management and disposal of hazardous waste streams generated by County facilities; remediation of contamination at facilities; management of underground fuel storage tanks; environmental assistance on capital projects; and representation of the County on local and civic environmental committees.

This division acts as an Authorized Agent of the Texas Commission on Environmental Quality to regulate, permit and inspect installation of private on-site sewage systems (OSSF) in Bexar County. In addition, this division administers and enforces the Nuisance Abatement Court Orders by investigating public complaints, properly notifying offenders and monitoring removal of public nuisances. It also represents and promotes the County's position on air and water quality issues, including implementation of control strategies in response to the non-attainment-deferred designation given by the Environmental Protection Agency (EPA) to the County in April 2004 and implementation of control strategies required to satisfy the Early Action Compact signed by the County to defer non-attainment until 2008. This division also represents the County on the Texas Clean Air Working Group.

The Environmental Services Division implements pending EPA Phase II Storm water rules for Bexar County to include development of the Storm Water Management program. It represents Bexar County on the Alamo Area Council of Governments Resources Reclamation Committee and City of San Antonio River Quality Committee. This division reviews all proposed subdivision plats utilizing On-Site Sewage Facilities within Bexar County (including the City of San Antonio and suburban cities) to ensure the protection of public health and safety by determining suitability.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
On-Site Sewage Permit Applications	1,234	1,350	1,325
Nuisance Complaints	918	950	975
Number of OSSF Inspections	3,817	4,050	4,000
Number of Nuisance Inspections	2,639	2,850	2,925
<b>Efficiency Measures:</b>			
Cost per OSSF Permit	\$175.44	\$181.57	\$189.70
Cost per OSSF Inspection	\$56.72	\$60.52	\$62.84
Cost per Nuisance Complaint	\$157.22	\$172.02	\$171.86
Cost per Nuisance Inspection	\$54.69	\$57.34	\$56.80
<b>Effectiveness Measures:</b>			
OSSF Successfully Installed	99%	99%	99%
Nuisance Complaints Resolved (a)	84%	90%	95%
County Dept./Divisions Services (b)	60%	65%	65%



- (a) Percent remaining are unresolved: those cases which were left open because no action was taken in the Justice of the Peace courts and those cases which came in late during the fiscal year.
- (b) Based on departments and/or divisions noted in the Bexar County Organizational Chart.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$272,412	\$388,594	\$385,626	\$452,135
Travel and Remunerations	825	5,375	5,375	2,375
Operational Costs	84,560	134,815	120,407	127,469
Supplies and Materials	5,496	17,425	11,984	13,559
Capital	0	0	0	28,000
<b>Total</b>	<b>\$363,293</b>	<b>\$546,209</b>	<b>\$523,392</b>	<b>\$623,538</b>

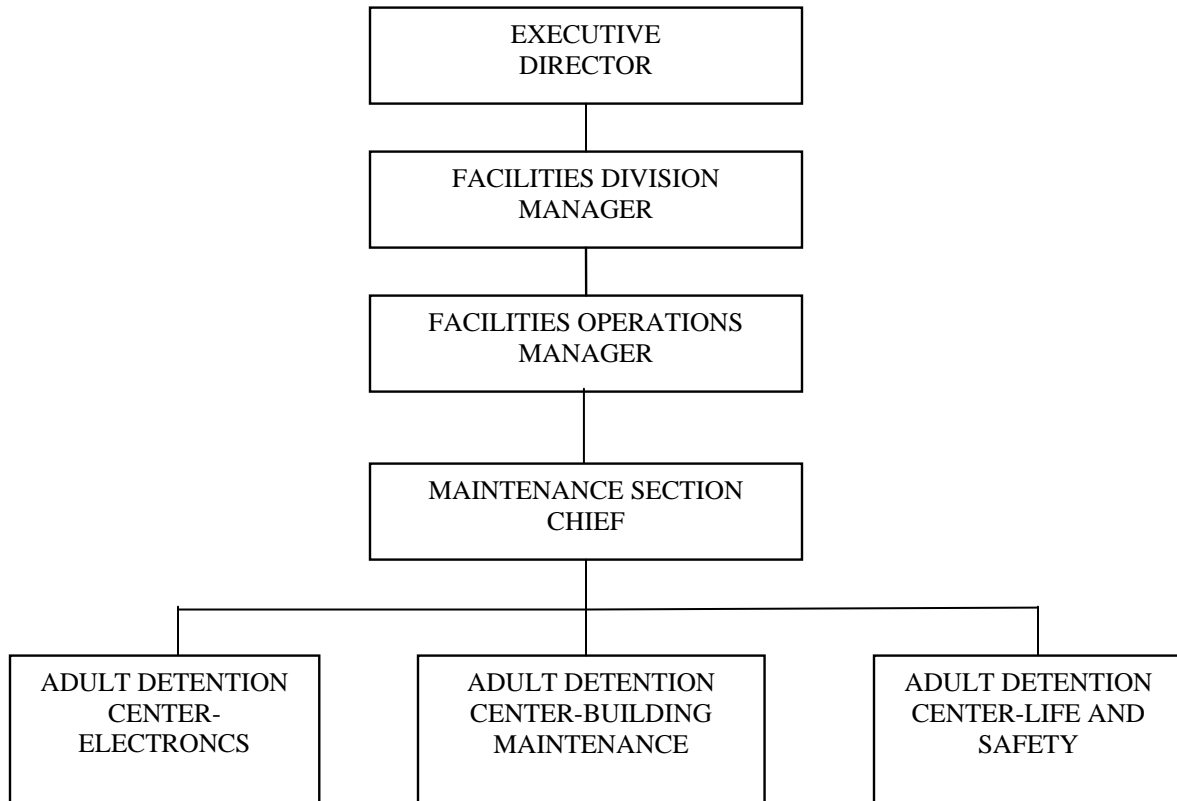
**Program Justification and Analysis:**

- The Environmental Services Division’s FY 2008-09 Adopted Budget reflects a 19 percent increase compared to FY 2007-08 estimates.
- The Personnel Services Group increase 17.2 percent from FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group in the FY 2008-09 Proposed Budget reflects a 55.8 percent decrease. Last year, funding was required for training, continuing education conferences, and seminars, as well as for maintenance of licenses. Some funding is included in the new Storm Water Management Program.
- The Operational Costs group increased 5.9 percent compared to FY 2007-08 estimates due to an adjustment for required notices that will be placed in the local newspaper as part of the Code Compliance enforcement activity and costs associated with the new Real Estate Specialist for the Habitat Conservation Acquisition at Camp Bullis in the amount of \$5,059.
- The Supplies and Materials group in the FY 2008-09 Adopted Budget reflects an increase of 13 percent compared to FY 2007-08 estimates due to increased costs for vehicle fuel and oil.
- The Capital group increased significantly due to funding a vehicle in the amount of \$28,000 for the new Real Estate Specialist.
- The FY 2008-09 Adopted Budget has one program change with a cost of \$79,171.
  - The program change consists of funding one Real Estate Specialist (NE-09) in the amount of \$51,171, which includes salary and benefits. This cost does not include the approved vehicle for this position in the amount of \$28,000, which is funded in the Capital Expenditures appropriation within this budget.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Environmental Engineer	1	1	1
Environmental Services Inspector	1	1	1
Office Assistant IV	1	1	1
Real Estate Specialist	0	0	1
Sanitarian I	3	3	3
Sanitarian II	1	1	1
<i>Total - Infrastructure Services – Environmental Services</i>	<i>7</i>	<i>7</i>	<i>8</i>

# INFRASTRUCTURE SERVICES - FACILITIES MAINTENANCE (ADULT DETENTION)



# INFRASTRUCTURE SERVICES – FACILITIES MAINTENANCE (ADULT DETENTION)

**FUND: 001**  
**AGENCY: 501**

**Program Description:** The Facilities Maintenance-Adult Detention Center Division is responsible for the operation, maintenance, and repair of the County Adult Detention Facilities. Included are the Adult Detention Center and the Adult Detention Center Annex, the Sheriff’s administrative office spaces, and a detached 96-bed portable housing unit located adjacent to the Adult Detention Center Annex. Responsibilities include maintenance, pest control services, repair, and minor remodeling of the facilities, and upkeep of grounds and parking lots. Preventive maintenance is regularly performed on all equipment, machinery and systems, and repairs are made as needed. This division maintains the facilities 24 hours per day, seven days a week. Contracts monitored include janitorial services, elevator maintenance, garbage disposal, pest control services, and water treatment. Economic effectiveness, efficient services, and application of sound engineering practices, which ensures the reliability and effectiveness of all our equipment and utility systems, are part our Facilities Maintenance Division Goals. The proper functioning of these systems helps to ensure the County’s compliance with state mandates and limit any liability concerns.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Work Orders Completed	36,694	33,000	33,000
Building Square Footage Maintained	811,657	817,801	817,801
Special Projects Completed	6	4	4
<b>Efficiency Measures:</b>			
Maintenance Cost per Square Foot	\$3.13	\$3.65	\$3.79
Maintenance Coverage per Production Personnel per Square Foot	30,064	24,781	22,716
<b>Effectiveness Measures:</b>			
Favorable Audits by the Texas Commission on Jail Standards (typical 1 per year)	1	0	1
Building Equipment Certification Deficiencies	N/A	0	0

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,708,467	\$1,982,794	\$1,968,605	\$2,040,431
Travel and Remunerations	1,339	2,900	650	2,900
Operational Costs	609,593	790,335	758,956	782,408
Supplies and Materials	252,116	251,627	253,433	249,782
<i>Total</i>	<i>\$2,571,515</i>	<i>\$3,027,656</i>	<i>\$2,981,644</i>	<i>\$3,075,521</i>

**Program Justification and Analysis:**

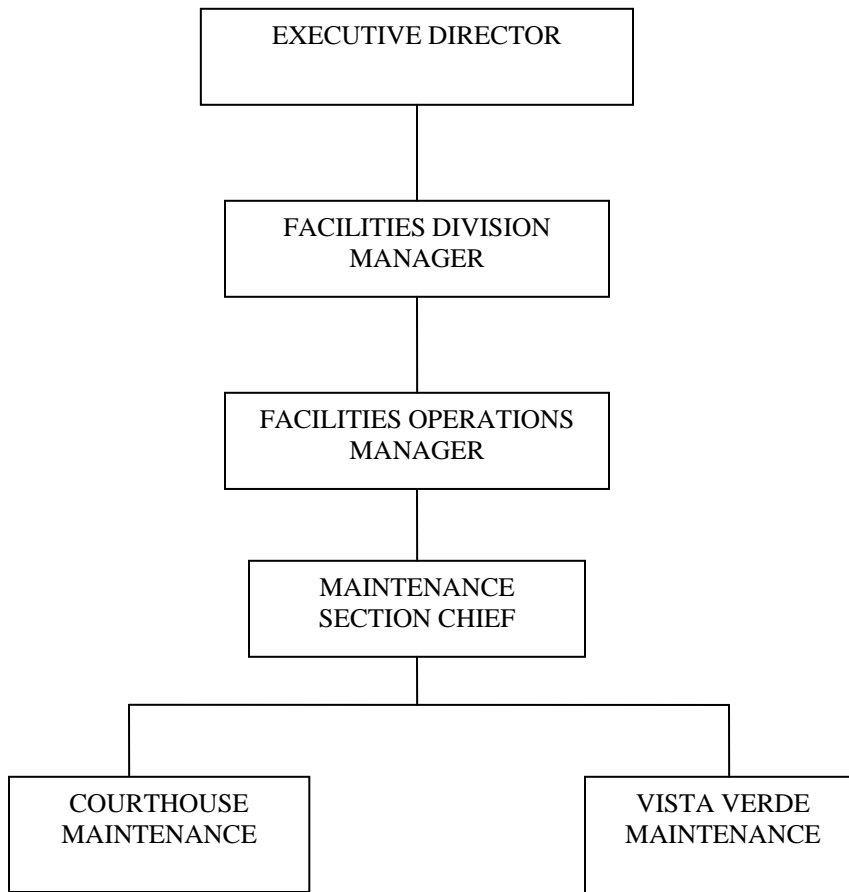
- The overall FY 2008-09 Adopted Budget for Infrastructure Services – Facilities Maintenance Adult Detention Center Division increased 3.1 percent compared to FY 2007-08 estimates.
- The Personnel Services group increased 3.6 percent compared to the FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08, plus full funding of any salary increases granted in that year.
- The FY 2008-09 Adopted Budget for the Travel and Remunerations group increased significantly compared to the FY 2007-08 estimates. This is due to increased funding for conferences, training, and seminars primarily related to Heating Air Conditioning and Ventilation, Boilers, Electrical Safety and Troubleshooting, Pump Repair training, and associated travel expenses.
- The FY 2008-09 Adopted Budget for the Operational Costs group increased 3 percent compared to the FY 2007-08 estimates. The increased funding is due to increase cost in Maintenance and Inspections for the first test on the new fire alarm system, which must be tested every two years; and, the increase of chemicals for water treatment services.
- The Supplies and Materials group decreased 1.4 percent compared to the FY 2007-08 estimates due to Other Supplies as a result of the decrease of funding requested by the department.
- The FY 2008-09 Adopted Budget has one program change with a cost savings of \$31,601.
  - The program change consists of a deletion of an Electronic Technician I (NE-05) with a cost savings of \$31,601.

**Policy Considerations:** During FY 2007-08, Commissioners Court approved a temporary Accounting Specialist at a cost of \$26,838 annually. This position will support the Division Manager by working on the fiscal tracking, accounting, and analysis of Capital Projects. Commissioners Court also approved one permanent Office Assistant IV at an annual cost of \$39,641. This position is for administrative support to assist with the implementation of an electronic work order system for the jail, jail annex, and the new inmate mobile building. The new electronic work order system is being implemented to help Bexar County meet the requirements of the Texas Jail Standard Commission. Both of these positions include salaries and benefits.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Carpenter	1	1	1
Electrician	1	1	1
Electronics Supervisor	1	1	1
Electronics Technician I	6	6	5
Electronics Technician II	2	2	2
Exterminator	1	1	1
Facilities Maintenance Supervisor	1	1	1
HVAC Technician	1	1	1
HVAC Technician II	0	1	1
Life and Safety Supervisor	1	1	1
Life and Safety Technician	4	4	4
Maintenance Helper	1	1	1
Maintenance Mechanic I	17	17	17
Maintenance Mechanic II	4	4	4
Office Assistant IV	0	1	1
Plumber	1	2	2
Welder II	1	1	1
<b><i>Total – Infrastructure Services - Facilities Maintenance – Adult Detention</i></b>	<b>43</b>	<b>46</b>	<b>45</b>

# INFRASTRUCTURE SERVICES - FACILITIES MAINTENANCE (COUNTY BUILDINGS)



# INFRASTRUCTURE SERVICES – FACILITIES MAINTENANCE (COUNTY BUILDINGS)

**FUND: 001**  
**AGENCY: 501**

**Program Description:** The Facilities Maintenance-County Buildings Division of the Infrastructure Services Department is responsible for the operation, maintenance, and repair of all County judicial and administrative facilities. These include the Courthouse, Justice Center, Courthouse Annex, Vista Verde Plaza, the Milagros building, and the portion of the Laredo Street Facility that houses the Precinct 1 Constable and the Justices of the Peace Office. This division is responsible for the maintenance, pest control services, repair, and minor remodeling of these facilities. Preventive, diagnostic, and demand maintenance programs are regularly performed on all equipment, machinery, and systems. The facilities maintained by this division generally operate five days a week, at least eight hours per day. This division also monitors the following contracts for proper compliance: janitorial services, elevator maintenance, waste disposal, recycling program, and water treatment. Economic effectiveness, efficient services, and the application of sound engineering practices to ensure the reliability and effectiveness of all our equipment and utility systems are part of our Facilities Maintenance Division Goals. The proper functioning of these systems helps to ensure the County’s compliance with state mandates and limits any liability concerns.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Work Orders Completed	21,491	21,000	25,000
Building Square Footage Maintained	831,487	831,487	1,032,000
Special Projects Completed	38	40	45
<b>Efficiency Measures:</b>			
Maintenance Cost per Square Foot	\$2.97	\$3.24	\$3.79
Maintenance Coverage per Production Personnel per Square Foot	31,980	31,980	31,272
<b>Effectiveness Measures:</b>			
Building Equipment Certification Deficiencies	N/A	0	0



**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,316,216	\$1,505,053	\$1,285,430	\$1,101,293
Travel and Remunerations	895	1,890	1,890	5,400
Operational Costs	1,108,185	1,100,013	1,103,363	1,404,415
Supplies and Materials	151,133	156,825	150,661	162,880
Capital Expenditures	12,978	0	0	0
Interfund Transfers	2,404	0	0	0
<b>Total</b>	<b>\$2,591,811</b>	<b>\$2,763,781</b>	<b>\$2,541,344</b>	<b>\$2,673,988</b>

**Program Justification and Analysis:**

- The overall FY 2008-09 Adopted Budget for Facilities Maintenance - County Buildings Division increased 5.2 percent compared to FY 2007-08 estimates.
- The Personnel Services group decreased 14.3 percent compared to FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08, plus full funding of any salary increases granted in that year. The decrease is due to the deletion of six positions due to its vacancies.
- The FY 2008-09 Adopted Budget for the Travel and Remunerations increased significantly due to the funding of training for the new Hirsh Security Access Systems.
- The Operational Costs Group increased 27.3 percent compared to FY 2007-08 estimates as a result of increasing costs for Maintenance and Inspections, with an increase for HVAC Chiller inspections that are due for the Justice Center and Vista Verde. Also, funding in the amount of \$279,540 for the operational costs of the new Adult Probation building, which is scheduled to open March 2009.
- The FY 2008-09 Adopted Budget for the Supplies and Materials group decreased 8.1 percent due to a significant decrease in Furniture Minor for office and operational furniture purchased in FY 2007-08 and for funding of supplies in the amount of \$16,252 for the new Adult Probation building.
- The FY 2008-09 Adopted Budget includes three adopted program changes showing a net cost \$115,462:
  - The first program is six months of funding for one Facilities Maintenance Supervisor (NE-10), one Life & Safety Technician (NE-07), one Maintenance Mechanic II (NE-06), and the Operational Costs for the new Adult Probation Building in the amount of \$92,706.
  - The second program change, along with the program change above, is the deletion of two Senior Carpenters (NE-07), one Electrician (NE-07), one Painter II (NE-07), one HVAC Technician (NE-07), and one Maintenance Helper (NE-01) due to vacancies of these positions. There is a cost savings of \$208,168.

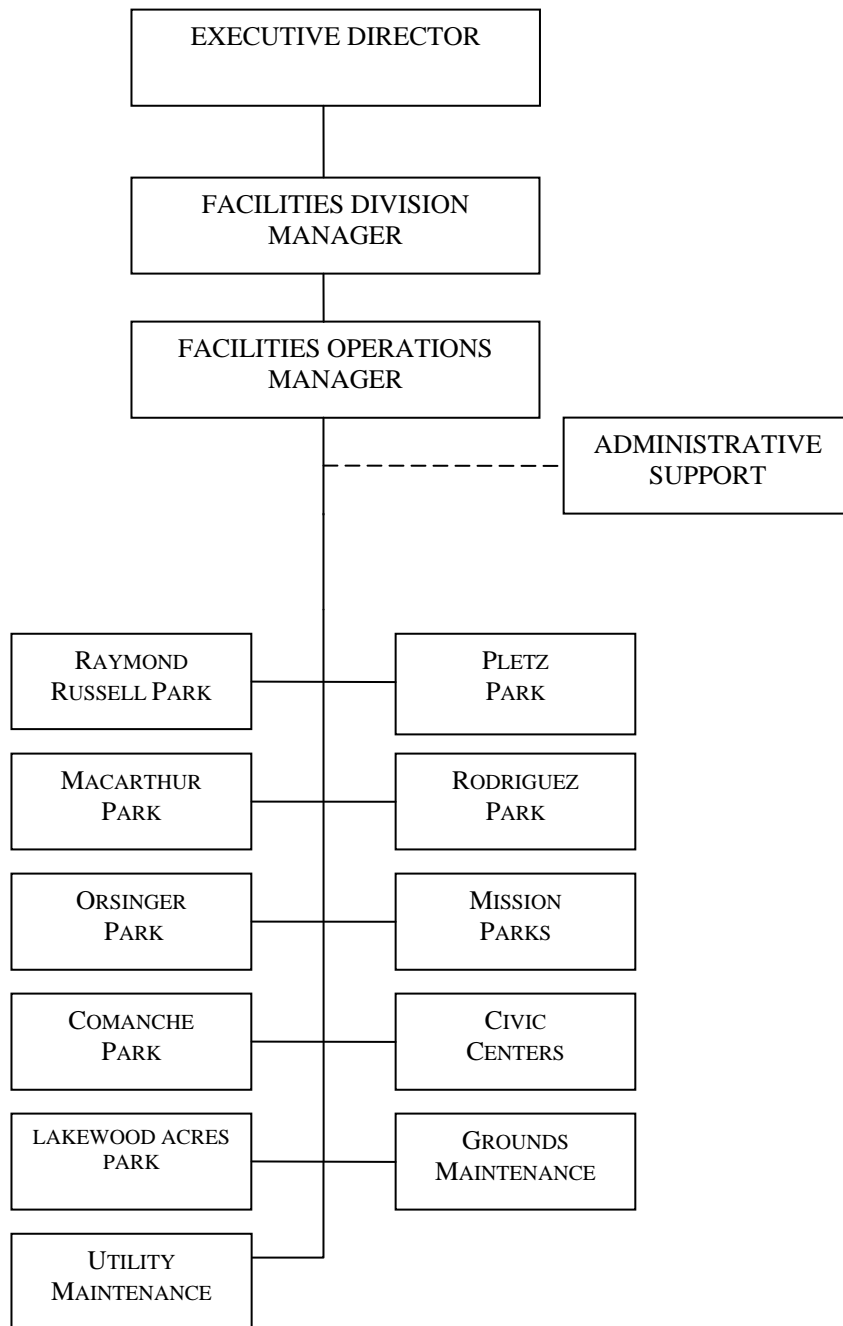
- The third program change consists of a title change for the Facilities Maintenance Manager to Facilities Operations Manager, which has no fiscal impact.

**Policy Considerations:** The Justice Center Expansion project is funded in the County Building Capital Improvement Fund in the amount of \$52.8 million. This expansion is needed to compensate for the demand of judicial space. This project will reconsolidate support staff, expand judicial space, and complete the restoration of the existing historical courthouse. Additional funding in the amount of \$225,000 includes Phase I of the Pedestrian Tunnel at Garage (\$100,000) and Space Plans for the Justice Center Expansion (\$125,000) for FY 2008-09. This expansion will add 206,000 square feet to Facilities Maintenance-County Buildings. The anticipated maintenance cost for the new expansion is estimated at \$780,000 annually.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Audiovisual Coordinator	0	1	1
Building Monitor	1	1	1
Carpenter	1	1	1
Senior Carpenter	0	2	0
Electrician	1	2	1
Electronic Technician II	1	1	1
Exterminator	1	1	1
Facilities Maintenance Manager	1	1	0
Facilities Maintenance Supervisor	2	2	3
Facilities Operations Manager	0	0	1
HVAC Technician	1	1	0
Life & Safety Technician	0	0	1
Maintenance Helper	4	4	3
Maintenance Mechanic I	6	6	6
Maintenance Mechanic II	2	2	3
Maintenance Section Chief	1	1	1
Office Assistant II	1	1	1
Office Assistant IV	1	1	1
Painter	1	1	1
Painter II	0	1	0
Plumber	1	1	1
<b><i>Total – Infrastructure Services - Facilities Maintenance – County Buildings</i></b>	<b>26</b>	<b>31</b>	<b>28</b>

# INFRASTRUCTURE SERVICES - FACILITIES MAINTENANCE (COUNTY PARKS AND GROUNDS)



# INFRASTRUCTURE SERVICES – FACILITIES MAINTENANCE (COUNTY PARKS AND GROUNDS)

**FUND: 001**  
**AGENCY: 501**

**Program Description:** The Facilities Maintenance - County Parks and Grounds Division of the Infrastructure Services Department is responsible for operations and maintenance of County parks and grounds maintenance around County-owned facilities. This division is responsible for landscaping, construction, maintenance, and repair of park structures and building grounds. The County’s recreational system consists of eleven parks and three civic centers. Staff is responsible for arranging some services for events in all parks, including handling citizen inquiries and coordinating security services. Park reservation services are provided by the City of San Antonio Department of Parks and Recreation through an inter-local agreement. The County Parks division is responsible for monitoring this inter-local agreement, coordinating park planning activities with outside agencies and boards, and facilitating the applications and implementations of grant funded projects.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Work Orders Completed	895	900	900
Acres Maintained	569	569	570.5
Special Projects Completed	11	11	11
Reservations Paid	2,608	3,000	3,100
Reservation Waivers	432	400	440
<b>Efficiency Measures:</b>			
Maintenance Cost per Acre	\$4,061	\$4,329	\$4,569
Acres of Maintenance Coverage per Production Personnel	11.61	11.61	11.69
Work Orders Completed per Production Personnel	233.75	225	225
<b>Effectiveness Measures:</b>			
Ratio of Demand Orders to Total Work Orders	96%	95%	96%
Written Citizens Compliments	12	12	13
Written Citizens Complaints	2	3	2

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,886,411	\$2,017,237	\$2,015,773	\$2,142,520
Travel	0	0	0	2,000
Operational Costs	217,746	255,541	255,809	286,615
Supplies and Materials	209,932	239,129	225,755	228,134
Capital Expenditures	7,224	0	0	0
<i>Total</i>	<i>\$2,321,313</i>	<i>\$2,511,907</i>	<i>\$2,497,337</i>	<i>\$2,659,269</i>

**Program Justification and Analysis:**

- The overall FY 2008-09 Adopted Budget for Infrastructure Services - Facilities Maintenance County Parks and Grounds division increased 6.5 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increased 6.3 percent compared to the FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08, plus full funding of any salary increases granted in that year.
- The FY 2008-09 Adopted Budget for the Operational Costs group increased 12 percent compared to the FY 2007-08 estimates due to funding in the amount of \$9,802 for the new Lakewood Acres Park and \$25,000 for the Goat Environmental Project.
- The Supplies and Materials group in the FY 2008-09 Adopted Budget reflects a 1.1 percent increase compared to the FY 2007-08 estimates. Funding in the amount of \$17,230 for Lakewood Acres Park. Funding for Vehicle Fuel and Oil was decreased in anticipated cost savings with the Goat Mitigation Project.
- The FY 2008-09 Adopted Budget includes three program changes totaling \$71,509, as follows:
  - The first program change is to authorize and fund one Parks and Grounds Foreman (NE-05) at \$31,885 for the newly opened Lakewood Acres Park. Funding for this position is for a nine-month period.
  - The second is to authorize and fund four Field Maintenance Workers (NE-03), with an annual cost of \$88,032 positions. Funding for these positions is for a nine-month period for the newly opened Lakewood Acres Park.
  - The third program change is the deletion of the Parks and Grounds Section Chief (E-05) with a cost savings of \$48,408. This is due to less need for this position, with the authorized Parks Manager in Capital, as well as nine existing Park Foremen (NE-05) and one additional Park Foreman mentioned above.

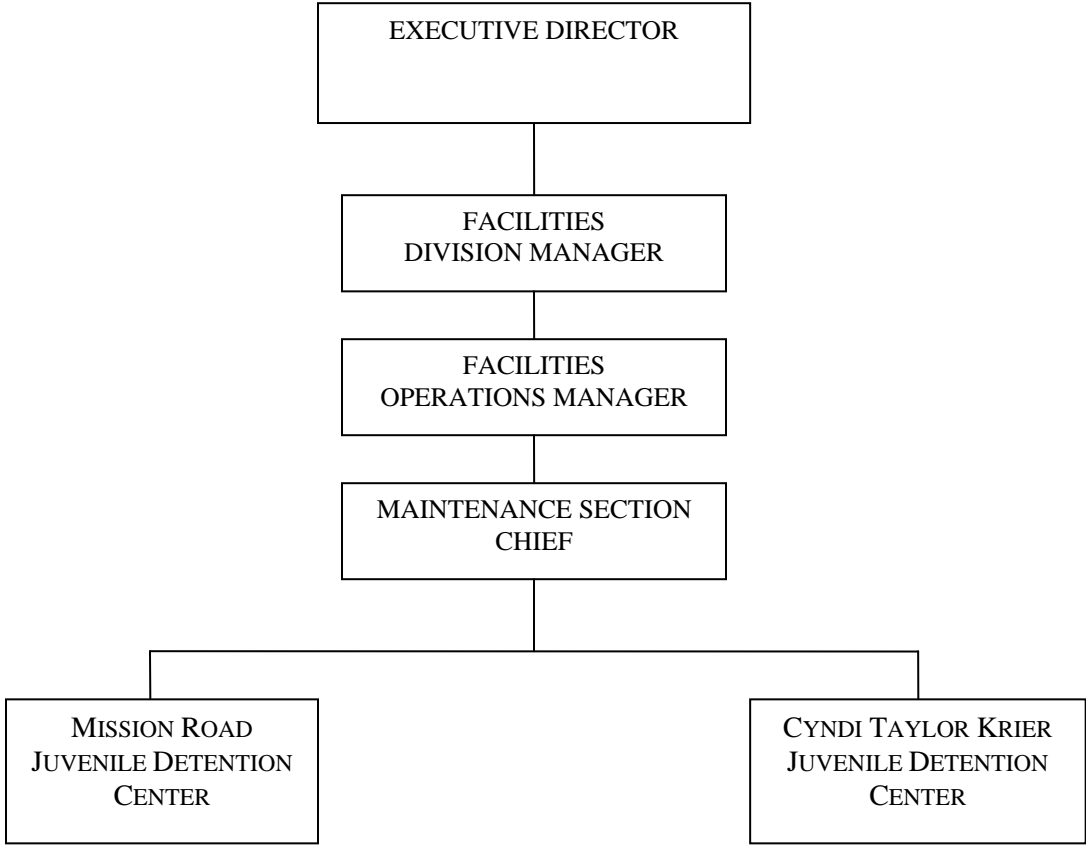
**Policy Consideration:** Infrastructure Services has provided a Parks Master Plan with a total of ten new park acquisitions proposed to be completed by 2020. This master plan also includes renovations to seven existing parks. The anticipated total budget to complete the Parks Master Plan is an estimated \$19.6 million. The Parks Master Plan follows along with the Texas Parks and Wildlife Department’s guidelines in

assessing the needs for the parks. These guidelines take the demand, standards, and resources in accordance with the local area. According to the Parks Master Plan, County parks served approximately 1.6 million to 1.7 million attendees in FY 2005-06 and FY 2006-07 combined. Also, within the County Buildings Capital Improvement Fund, \$487,000 was invested FY 2008-09 for park improvements. The park improvements included Raymond Russell, Mission, Pletz, Rodriguez, MacArthur, and Bullis.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Assistant Park Foreman	3	3	3
Field Maintenance Worker	31	31	35
Gardener	1	1	1
Human Resource Technician	1	1	1
Maintenance Mechanic I	4	4	4
Office Assistant IV	1	1	1
Parks and Grounds Foreman	9	9	10
Parks and Grounds Section Chief	1	1	0
Supply Clerk I	1	1	1
Utility Foreman	1	1	1
<i>Total – Infrastructure Services - Facilities Maintenance - County Parks and Grounds</i>	<i>53</i>	<i>53</i>	<i>57</i>

# INFRASTRUCTURE SERVICES - FACILITIES MAINTENANCE (JUVENILE INSTITUTIONS)



# INFRASTRUCTURE SERVICES – FACILITIES MAINTENANCE (JUVENILE INSTITUTIONS)

**FUND: 001**  
**AGENCY: 501**

**Program Description:** The Facilities Maintenance - Juvenile Institutions Division, of the Infrastructure Services Department, is responsible for the operation, maintenance, and repair of the juvenile detention and administration facilities located at the Bexar County Juvenile Detention Center – Mission Road, Cyndi Taylor Krier Juvenile Correctional Treatment Facility, the Frank Tejada Juvenile Justice Center, and the Mitchell Building. Responsibilities include maintenance, pest control services, repair, and minor remodeling of these facilities. Preventive, diagnostic, and demand maintenance programs are regularly performed on all equipment, machinery and systems (including electrical, heating, ventilation, air conditioning, mechanical, and plumbing) to support the safe and efficient operation of the facilities. This division also monitors the following contracts: janitorial services, elevator maintenance, garbage disposal, pest control, and water treatment. The Juvenile facilities operate 24 hours a day, seven days a week, and the administrative related buildings operate ten hours a day, five days a week. Economic effectiveness, efficient services, and the application of sound engineering practices to ensure the reliability and effectiveness of all our equipment and utility systems are part of our Facilities Maintenance Division Goals.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Work Orders Completed	20,044	20,000	28,000
Square Footage Maintained	280,458	280,458	363,458
Special Projects Completed	23	15	15
<b>Efficiency Measures:</b>			
Maintenance Cost per Square Foot	\$4.82	\$5.09	\$5.46
Square Feet per Production Personnel	22,746	22,746	21,923
<b>Effectiveness Measures:</b>			
Number of Favorable Annual TJPC Audits	1	1	1
Number of Building Equipment Certification Deficiencies	N/A	0	0



**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$805,194	\$866,044	\$840,276	\$1,033,496
Travel and Remunerations	0	1,800	1,000	1,000
Operational Costs	383,034	419,968	422,358	665,306
Supplies and Materials	120,232	122,075	116,452	139,493
Capital Expenditures	64,293	0	0	0
<i>Total</i>	<i>\$1,372,753</i>	<i>\$1,409,887</i>	<i>\$1,380,086</i>	<i>\$1,839,295</i>

**Program Justification and Analysis:**

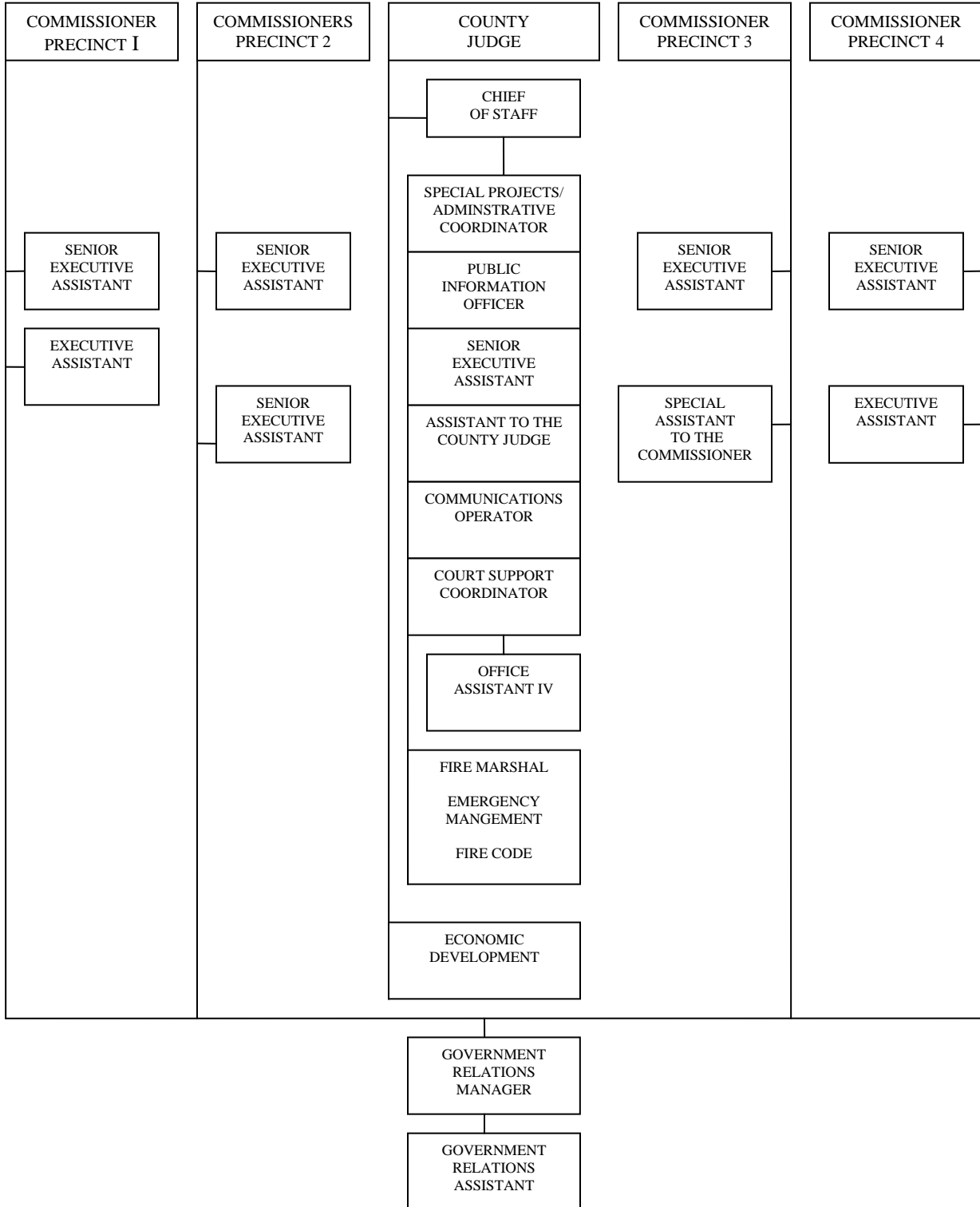
- The overall FY 2008-09 Adopted Budget for Facilities Maintenance – Juvenile Institutions Division increased 33.3 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increased 23 percent compared to the FY 2007-08 estimates. The increase is due to program changes for the Juvenile Expansion. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08, plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group remained the same compared to FY 2007-08 estimates.
- The Operational Costs group increased 57.5 percent compared to the FY 2007-08 estimates, as a result of a funding in the amount of \$253,497 for the operation costs of the Juvenile Expansion.
- The Supplies and Materials group increased 19.8 percent compared to the FY 2007-08 estimates due to increases in maintenance tools and supplies, machines and equipment, vehicle fuel and oil, and funding in the amount of \$21,022 for the Juvenile Expansion.
- The FY 2008-09 Adopted Budget includes one program changes for a total cost of \$174,679.
  - The program change is an addition of one Life & Safety Technician (NE-07), one Electronic Technician II (NE-07), and two Maintenance Mechanic IIs (NE-06) with an annual cost of \$174,679. These positions will support the Juvenile Expansion.

**Policy Considerations:** The Mission Juvenile Expansion gives a net increase of 83,000 square feet, which includes the deletion of the Mitchell Building. This expansion includes new office space building, juvenile housing expansion, and a medical intake expansion. This project was funded in the 2003 Bond Referendum Fund. The operations and maintenance for this additional square footage will be funded by the General Fund, which includes four additional positions for Facilities Maintenance-Juvenile Institutions.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Electronic Technician II	2	2	3
Facilities Maintenance Supervisor	2	2	2
HVAC Technician	2	2	2
Life & Safety Technician	0	0	1
Maintenance Mechanic I	12	12	12
Maintenance Mechanic II	0	0	2
Plumber	1	1	1
<i>Total – Infrastructure Services – Facilities Maintenance - Juvenile Institutions</i>	<i>19</i>	<i>19</i>	<i>23</i>

# JUDGE/COMMISSIONERS COURT



# JUDGE/COMMISSIONERS COURT

FUND: 001  
AGENCY: 101

**Mission:** Our mission is to improve the quality of life for the citizens of Bexar County by providing services that are appropriate, effective, and responsive in a fair and equitable manner.

**Vision:** Commissioners Court is committed to providing services with excellence. The people of Bexar County are our customers and we will treat them with dignity and respect. We will continuously strive to keep their trust and maintain our credibility. We will empower and support a competent, stable, motivated workforce dedicated to excellence. We will be accountable to our customers and responsive to their needs. We will protect and preserve our diverse cultural heritage. We will explore innovative ideas and services and be accessible to all.

## **Goals and Objectives:**

- Provide quality services which are accessible to all.
- Manage the public's resources with efficiency and integrity.
- Promote public safety and well-being.
- Encourage flexibility and accountability in all offices and departments.
- Provide an equitable justice system including fire safety and emergency management that is responsive to the needs of the community.
- Create an environment that encourages continuous improvement, innovation, and communication in County operations.
- Use technological solutions to improve operations.
- Promote diversity in the workforce.
- Value every employee and treat them with respect and fairness.
- Develop a highly qualified and dedicated workforce.
- Preserve the history and heritage of Bexar County.
- Improve community relationships and communications.

**Program Description:** The Commissioners Court, which is composed of the County Judge and four Commissioners, is the overall managing/governing body of Bexar County. The County Judge is the presiding officer of the Bexar County Commissioners Court as well as the spokesperson and ceremonial head of the County government. The County Judge is elected Countywide for a term of four years. The Commissioners are elected from four precincts within the County for four year staggered terms. The Court is responsible for budgetary decisions, tax and revenue decisions, and all personnel decisions except for certain positions that are either elected or appointed by the judiciary or other statutory boards and commissions.

Staff support to the Judge and Commissioners and the Bexar County main switchboard operator is included in this budget. Also, Commissioners Court directly oversees functions such as the City/County Emergency Operations Center (EOC). The EOC was a project that was voted by the Citizens of Bexar County during the City/County Bond Election 2003. The consolidation of the EOC has taken place and Bexar County will continue to fund transferred EOC personnel and operations. The new EOC will be designed to facilitate the entire Fire Marshal's Office during emergency operations when needed. The Fire Marshal's Office, including Fire Code Enforcement, will remain in the Bexar County Courthouse Annex Building.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Workload Indicators:**

Number of Contacts	8,000	8,000	8,000
Number of Meetings Attended	1,200	1,200	1,200
Number of Speaking Events Conducted	120	120	120

**Efficiency Indicators:**

Percentage of Constituency Responded to in 14 Days	90%	90%	90%
Percentage of Special Projects Completed in 14 Days	95%	95%	95%
Number of Meetings attended per week (staff/official)	45	45	45

**Effectiveness/Outcome Indicators:**

Percentage of Constituency Responded to:	95%	95%	95%
Special Projects Completed/Implemented	625	625	625

**Appropriations:**

FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
Actual	Budget	Estimate	Budget

Personnel Services	\$1,619,594	\$1,744,162	\$1,633,399	\$1,637,335
Travel and Remunerations	24,287	38,000	30,000	40,000
Operational Costs	43,327	66,757	57,648	67,500
Supplies and Materials	10,195	12,250	10,750	25,884
Interfund Transfer				

***Total    \$1,697,403        \$1,861,169        \$1,731,797        \$1,770,719***

**Program Justification and Analysis:**

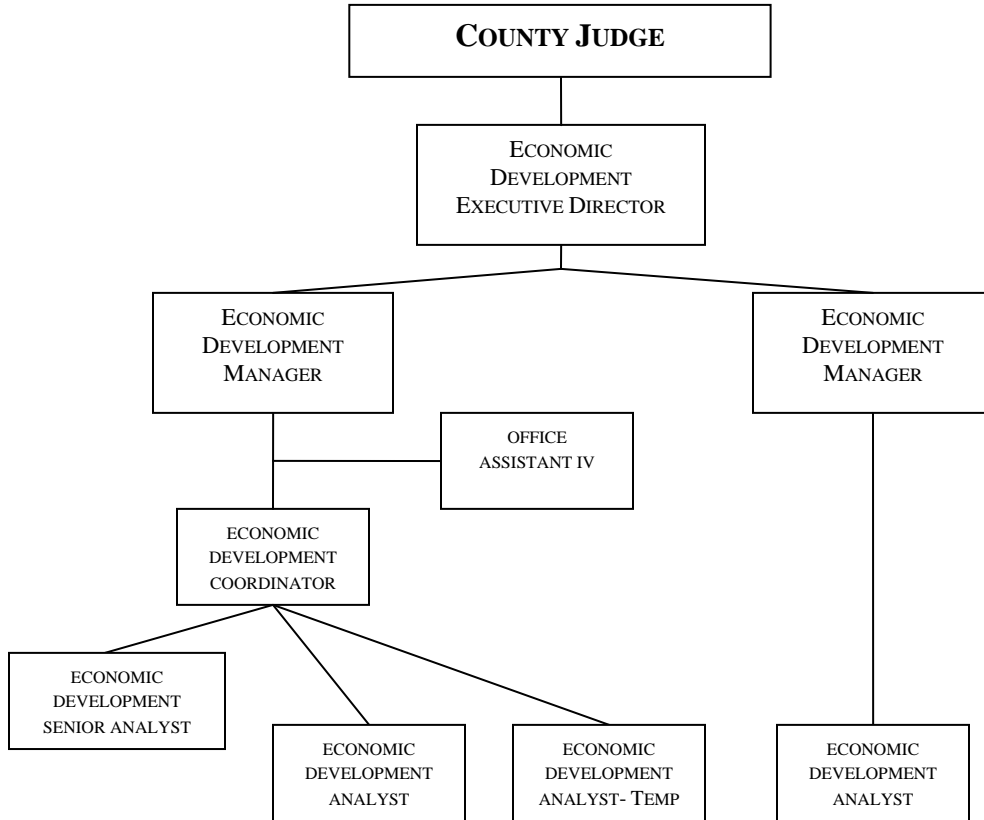
- Overall, the FY 2008-09 Judge and Commissioners Adopted Budget reflects a 2.2 percent increase compared to the FY 2007-08 estimates.
- The Personnel Services group increases a slight percent compared to FY 2007-08 estimate. The number of authorized positions remained the same as previous years.

- The Travel and Remunerations group increases significantly when compared to the FY 2007-08 estimate. Funding from this group supports Bexar County investment in the training and development of staff and employees as well as travel for issues associated with the legislative year.
- The Operational Costs group increases 17.1 percent compared to the FY 2007-08 estimate. Funding is appropriated for telephone usage, copier rental, marketing services, printing and binding and data processing services. This increase also represents funding for website development for the Commissioners Court.
- The Supplies and Materials group reflects a significant percent increase over FY 2007-08 estimate. This increase is a result of new chairs and tables for the Judge and Commissioner Conference Room. Funding is provided for general office supplies, books and periodicals and minor office furniture.
- This Adopted Budget regrades the Communications Operator from a NE-01 to a NE-03. It also includes reclassing the Office Assistant III (NE-04) to an Office Assistant IV (NE-05).

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
County Judge	1	1	1
Commissioner	4	4	4
Chief of Staff	1	1	1
Analyst-Public Information	1	0	0
Assistant to the County Judge	1	1	1
Communications Operator	1	1	1
Executive Assistant to the Commissioner	2	2	2
Government Relations Assistant	1	1	1
Government Relations Manager	1	1	1
Office Assistant III	1	1	0
Office Assistant IV	0	0	1
Public Information Officer	0	1	1
Senior Executive Assistant	6	6	6
Special Assistant to the Commissioner	1	1	1
Special Projects and Court Support Administrator	1	1	1
<b><i>Total - Judge/Commissioners Court</i></b>	<b>22</b>	<b>22</b>	<b>22</b>

# JUDGE/COMMISSIONERS - ECONOMIC DEVELOPMENT



# JUDGE/COMMISSIONERS COURT - ECONOMIC DEVELOPMENT

FUND: 001  
AGENCY: 101

**Mission:** The Economic Development Department (EDD) focuses on issues affecting Bexar County's economy and provides a variety of business development resources to help the County remain at the forefront of economic development. The EDD's goal is to strengthen Bexar County's economic well-being and expand employment opportunities by collaborating with the private sector and local communities to create an environment that encourages business expansion, creation and relocation. The EDD also promotes the expansion of Bexar County's economy through increased international trade in goods, services and related activities.

**Vision:** To be an economic development leader recognized for working with local partners by developing and capitalizing on opportunities to grow the Bexar County economy.

## **Goals and Objectives:**

- Encourage the healthy expansion of the local economy through growth in existing business enterprises, by reducing attrition of jobs and by attracting external business enterprises in targeted industries to locate, relocate or expand in the local economy.
- Collaborate with local external agencies in activities designed to promote and sustain Bexar County's economy.
- Pursue strategies aimed at encouraging and promoting the continued integration of the south central Texas and global markets focusing on North America, Latin America and Asia.
- Create and promote economic development incentives that will stimulate development in specified areas of the County.
- Leverage Federal investments made in Bexar County.
- Conduct and review financial analysis of economic development projects to determine investment feasibility and economic impact.
- Administer, manage and oversee contract development and implementation, and performance reviews to ensure compliance.
- Develop and maintain partnerships with external agencies, the business community and community organizations to promote incentives for economic development initiatives undertaken by the business sector.

**Program Description:** The Economic Development Department is under the purview of the County Judge to enhance the focus of issues affecting Bexar County's economy and provide a variety of business development resources to help the County remain at the forefront of economic development. The Economic Development Department's goal is to strengthen Bexar County's economic well-being and expand employment opportunities by collaborating with the private sector and local communities to create an environment that encourages business expansion, creation, and relocation. The Department also



promotes the expansion of Bexar County’s economy through increased international trade in goods, services and related activities. Major responsibilities include:

- Conduct and review financial analysis of economic development projects to determine investment feasibility and economic impact.
- Administer, manage and oversee contract development/implementation and performance reviews to ensure compliance for the Tax Phase In Program.
- Administer, manage, and oversee contract development/implementation and performance reviews to ensure compliance for the Arena Venue District.
- Administer, manage and oversee the Bexar County Industrial Development Corporation.
- Support economic development activities related to Suburban Cities in Bexar County.
- Actively promote Bexar County’s Targeted Industries domestically and internationally.
- Support International Initiatives with Asia, Canada and Latin America to increase trade opportunities for Bexar County.
- Develop and maintain partnerships with external agencies, business community and community organization to promote incentives for economic development initiatives undertaken by the business sector.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Active Tax Phase-Ins (TPI’s)	40	35	35
Tax Phase-In Compliance Visits	0	11	35
Working Groups Participated In Military Transformation Task Force(MTTF)	0	2	3
<b>Efficiency Measures:</b>			
Annual County Investment (Active TPIs)	\$3,145,926	\$4,327,659	\$5,000,000
Funding Secured from other Agencies for BRAC Implementation	0	\$53,000,000	\$65,000,000
Military Missions Successfully Relocated to Bexar County	0	6	15
<b>Effectiveness Measures:</b>			
Assistance Grants Received (Federal Initiatives), % Increase	N/A	N/A	36%
Military Missions Successfully Relocated to Bexar County, % Increase	N/A	N/A	150%
Private Investment Leveraged per Job Created	\$134,831	\$153,038	\$149,569
Tax Phase-In Compliance Visits, % Increase (Visits/Active TPI)	N/A	N/A	218%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$435,723	\$530,175	\$529,735	\$655,955
Travel and Remunerations	34,969	38,036	38,036	37,457
Operational Costs	47,337	129,392	122,534	404,440
Supplies and Materials	27,406	26,700	25,610	20,700
<b>Total</b>	<b>\$545,435</b>	<b>\$724,303</b>	<b>\$715,915</b>	<b>\$1,118,552</b>

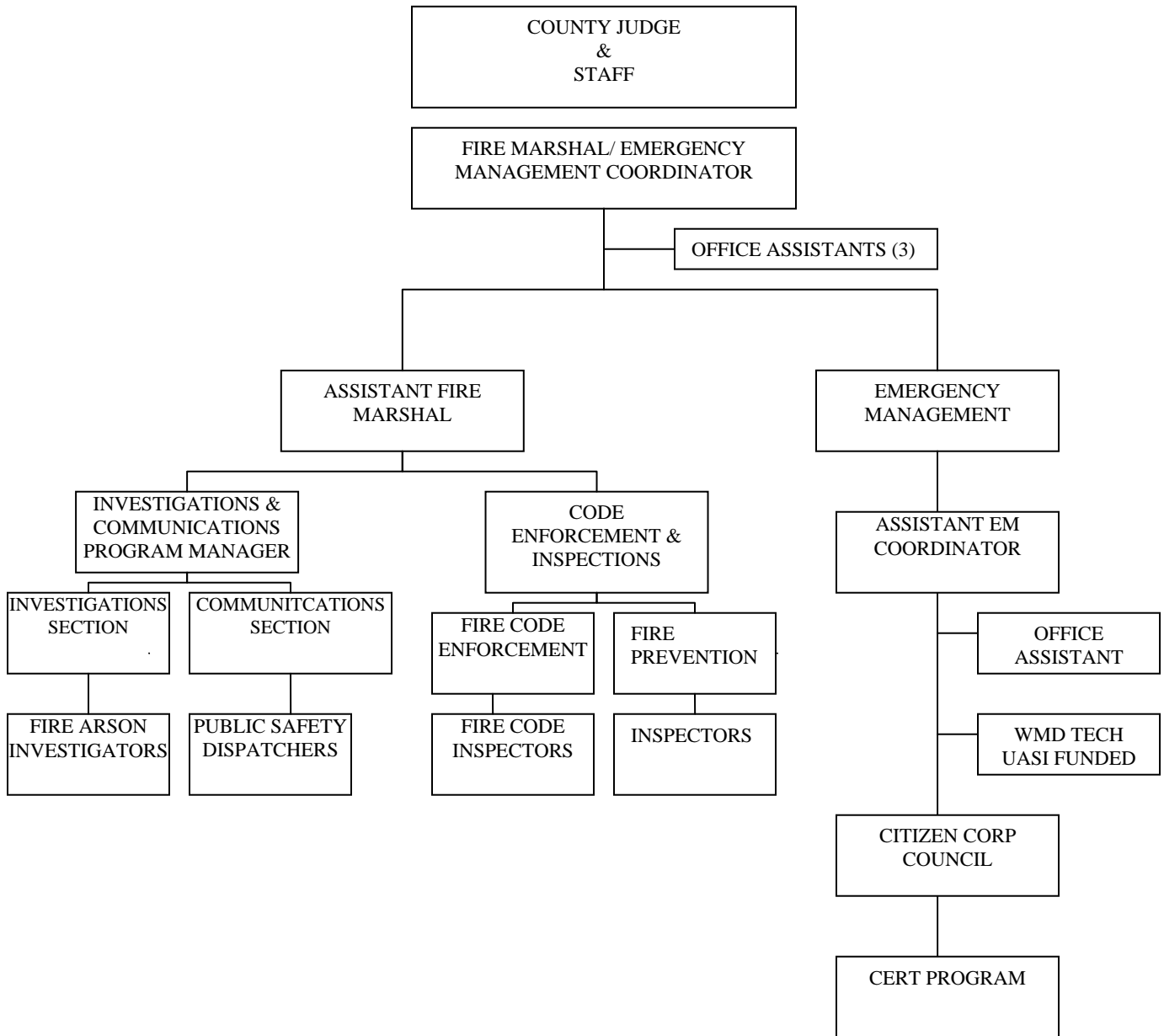
**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a significant increase over FY 2007-08 estimates due to funding for this department previously funded in the Non-Departmental Budget now funded within the Economic Development Baseline Budget.
- The Personnel Services group increases 23.8 percent when compared to FY 2007-08 estimates due to full funding for authorized positions and program changes described below.
- The Travel and Remunerations group decreases slightly from FY 2007-08 estimates. These funds are for various training and workshops for economic development activities for all economic development staff.
- The Operational Costs group increases significantly when compared to FY 2007-08 estimates due to funding provided for consultants for the Automotive Industry and Japan. Funding for the suburban surrounding municipalities and international strategic initiatives are included in operational costs. Also newly funded in this group is costs associated with BRAC realignment that was previously funded in the Non-Departmental Budget.
- The Supplies and Materials group decreases significantly compared to FY 2007-08 estimates due to a decrease for furniture that was previously budgeted for new office space.
- Funding in the amount of \$400,000 for the Economic Development Department outside agencies will be budgeted in the Non-Departmental Budget. The following agencies are recommended to receive funding; BioMed S.A.(\$100,000), SATAI (\$40,000), TBAC (Ag/Bio Defense) (\$100,000), Free Trade Alliance (\$60,000), MLK March (\$10,000), Walzem Rd / Windcrest (\$10,000), Neighborhood Resource Center (\$10,000), Blue Star (\$10,000), Medal of Honor (\$25,000) and Solar San Antonio (\$35,000).
- Two program changes are adopted for FY 2008-09 at a cost of \$123,640.
  - Add one Economic Development Manager (E-11) to oversee aligning the County’s Economic Development activities.
  - Add one Analyst (E-05) to promote and sustain Bexar County’s economic development, especially cost associated with our military missions and bases.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Executive Director of Economic Development	1	1	1
Analyst – Economic Development	1	1	2
Economic Development Manager	1	1	2
Economic Development Coordinator	1	1	1
Office Assistant IV	1	1	1
Senior Analyst – Economic Development	1	1	1
<i>Total – Judge/Commissioners Court – Economic Development</i>	<b>6</b>	<b>6</b>	<b>8</b>

# JUDGE/COMMISSIONERS - EMERGENCY MANAGEMENT OFFICE



# JUDGE/COMMISSIONERS COURT - EMERGENCY MANAGEMENT OFFICE

FUND: 001  
AGENCY: 101

**Mission:** The Bexar County Fire Marshal's/ Emergency Management Office (BCFMO/EMO) mission is to develop, foster, and promote methods of protecting the lives and property of the citizens of Bexar County from fires, both natural and man-made hazards, and other significant events through the direct coordination and action with other public safety, private, and business communities. BCFM/EMO coordinates its activities and functions with federal, state, and other local governmental agencies with a focus on reducing the vulnerability to all natural and man-made hazards by minimizing damage and assisting in the recovery for any type of incident that may occur.

**Vision:** The Bexar County Fire Marshal's/ Emergency Management Office (BCFMO/EMO) acts in accordance with the highest standards of professionalism, efficiency, integrity and accountability in order to support the mission and goals of Bexar County. We affirm that the responsibility for providing safety from fire and related hazards must be a cooperative effort, and we approach our activities in a genuine partnership with fire service, local government, other Bexar County departments, regulated fire service industries and the public which we serve. We assure the public and regulated communities that we are service-oriented and always strive to fulfill the needs of our customers in a fair and sensible manner. We provide equal opportunity for all employees and quality services which are accessible to all.

## **Goals and Objectives:**

- Investigate the origin and cause of fires
- Investigate fire and safety related complaints received from the public
- Conduct fire inspection of commercial and public occupancies
- Conduct plan reviews and issue building permits for new construction in unincorporated areas of Bexar County
- Investigate violation of the Commissioners Court Order adopting the fire and building codes
- Coordinate the County inter-jurisdictional emergency management plan and activities
- Provide professional services, support, and oversight to the volunteer fire departments contracted with Bexar County
- Provide citizen training through the Community Emergency Response Training (CERT) program.

**Program Description:** The Office of Emergency Management is consolidated within the Fire Marshal's Office and provides coordinated management and utilization of resources during both natural and man-made emergencies. The Emergency Management Office of the County consolidated with the City of San Antonio's Emergency Management Division at Brooks City Base as the Emergency Operations Center (EOC). The EOC is a project that was voted by the Citizens of Bexar County during the 2003 City/County Bond Election. The new EOC will facilitate the entire Fire Marshal's Office during emergency operations as needed. For FY 2007-08, the BCFMO asked the Planning & Resource Management Department and the Bexar County Auditor's Office to develop separate budgets for the Fire Marshal's Office and Emergency Management.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload/Output Measures:**

# of volunteer firefighter/Weapons of Mass Destruction Team training classes conducted	3	4	4
# of Community Emergency Response Training classes conducted	15	17	15
# of local emergency management coordination meetings attended	53	60	60

**Efficiency Measures:**

Total # of volunteer firefighters trained in Weapons of Mass Destruction.	34	48	50
Total # of persons trained in Community Emergency Response Training	375	396	400
Total # of hours per Emergency Management meetings attended	4	4	4

**Effectiveness Measures:**

Average # of participants in firefighter/Weapons of Mass Destruction training per class	11.3	12	10
Average # of participants in Community Emergency Response Training per class	25	23.29	25
Average # of participants in Emergency Management meetings attended	12	11.6	12

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$127,354	\$146,450	\$192,551	\$203,196
Travel and Remunerations	4,249	12,186	12,186	11,686
Operational Costs	12,098	211,236	208,486	19,632
Supplies and Materials	14,569	104,775	67,384	247,717
<i>Total</i>	<i>\$158,270</i>	<i>\$474,647</i>	<i>\$480,607</i>	<i>\$482,231</i>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a slight increase compared to FY 2007-08 estimates. This increase is primarily due to the Emergency Operations Center now being fully operational, reflecting

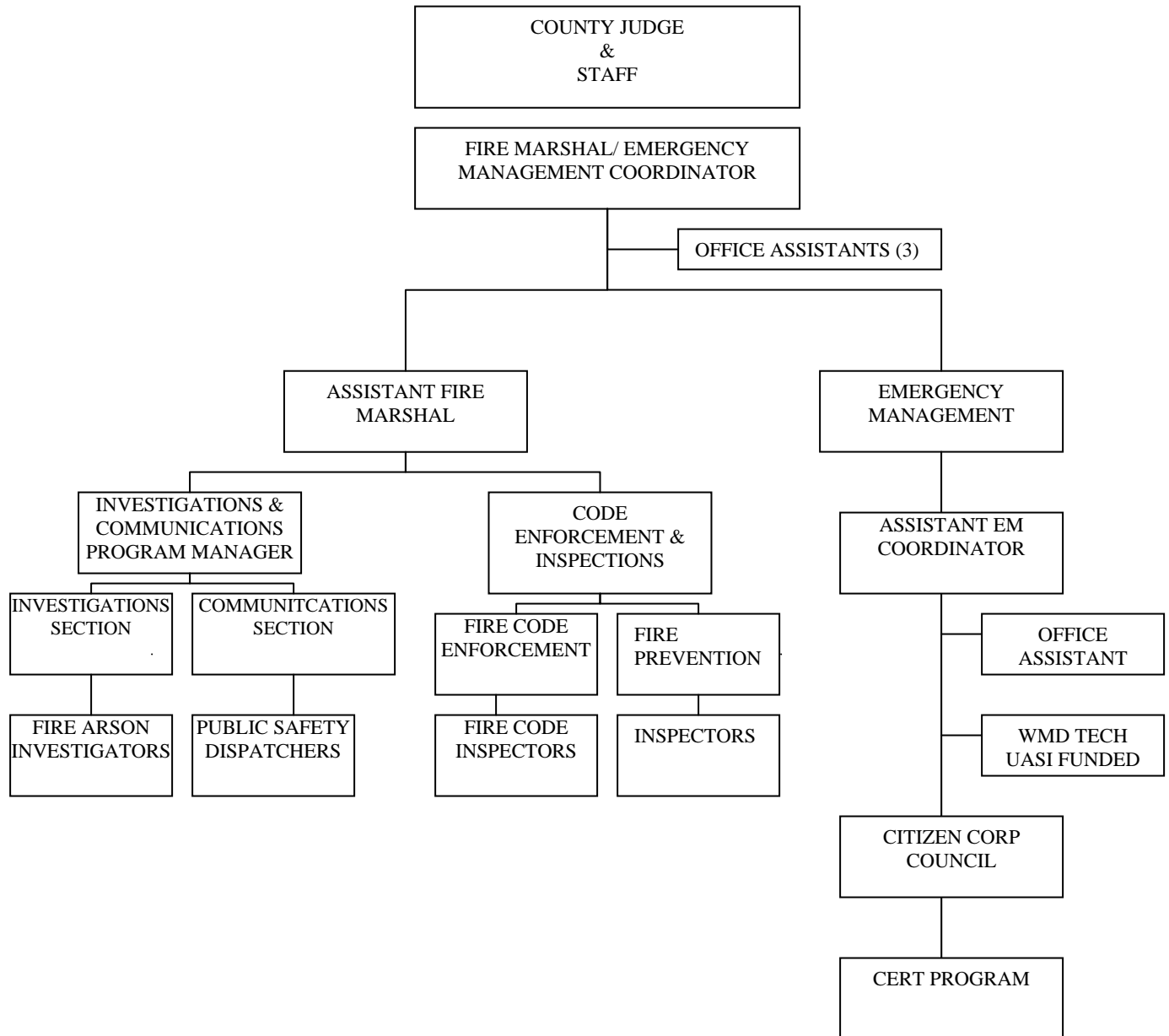
more stable costs to operate and fulfill the County’s requirement of payment to the City of San Antonio for 20 percent of operational costs.

- The Personnel Services group increases 5.5 percent when compared to FY 2007-08 estimates. This increase results from movement of personnel cost within divisions of the Fire Marshal’s Office and the redistribution of funding percentages between the General Fund and the Fire Code Fund. Personnel for this office are paid different percentages of their salary distributed between these two Funds. The distribution of these percentages changed when the Emergency Management Office went to full operation. The increase is also due to the program change listed below.
- The Travel and Remunerations group decreases 4.1 percent when compared to the FY 2007-08 estimates. This represents the travel costs for personnel to attend required training classes and conferences that are related to Emergency Management.
- The Operational Costs group decreases substantially from the FY 2007-08 estimates due to the costs to provide a fully operational Emergency Operations Center being moved into the Emergency Operations Center Expense line item within the EOC Budget. The County is obligated to pay 20 percent of all operational costs of the Emergency Management Center to the City of San Antonio.
- The Supplies and Materials group increases substantially from the FY 2007-08 estimates to support the new Emergency Operations Center that includes costs for building rental, telephone usage, electricity and gas, water and sewage, janitorial and security services, technology, building and ground repairs, and other operational services being moved into this group. Other costs in this group consist of office supplies, maintenance tools and supplies, furniture, vehicle fuel, and computer software and parts.
- One program change in the amount of \$3,668 was adopted:
  - The re-grade of the Fire Marshal/Emergency Management Coordinator from an (E-06) to an (E-07).

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Fire Marshal/Emergency Mgmt Coordinator	1	1	1
Citizen Corps Council Coordinator	1	1	1
Office Assistant II	1	1	1
<b><i>Total – Judge/Commissioners Court – Emergency Management Office</i></b>	<b>3</b>	<b>3</b>	<b>3</b>

# JUDGE/COMMISSIONERS - FIRE MARSHAL





# JUDGE/COMMISSIONERS COURT – FIRE MARSHAL

FUND: 001  
AGENCY: 101

**Mission:** The mission of the Bexar County Fire Marshal's/Emergency Management Office (BCFM/EMO) is to develop, foster, and promote methods of protecting the lives and property of the citizens of Bexar County from fires, both natural and man-made hazards, and other significant events through the direct coordination and action with other public safety, private, and business communities. BCFM/EMO coordinates its' activities and functions with federal, state, and other local governmental agencies with a focus on reducing the vulnerability to all natural and man-made hazards by minimizing damage and assisting in the recovery for any type of incident that may occur.

**Vision:** The BCFM/EMO acts in accordance with the highest standards of professionalism, efficiency, integrity and accountability in order to support the mission and goals of Bexar County. We affirm that the responsibility for providing safety from fire and related hazards must be a cooperative effort, and we approach our activities in a genuine partnership with fire service, local governments, other Bexar County departments, regulated fire service industries and the public which we serve. We assure the public and regulated communities that we are service-oriented and always strive to fulfill the needs of our customers in a fair and sensible manner. We provide equal opportunity for all employees and quality services which are accessible to all.

## **Goals and Objectives:**

- To ensure safety in commercial and public buildings by conducting annual inspections to identify and reduce fire hazards.
- To reduce the incidence of fire loss of life through public fire safety education.
- To address concerns of county residents by investigating and addressing complaints related to fire and life safety issues.
- To determine the origin and cause of fires.
- To assist in the prosecution of individuals when warranted.
- To monitor and provide technical and professional assistance to the volunteer fire departments under contract with Bexar County.
- To coordinate the interjurisdictional emergency management plan.
- To provide community and emergency responder training and awareness in Weapons of Mass Destruction and Homeland Security.
- To provide emergency response dispatching and communication support to volunteer fire departments.

**Program Description:** The Bexar County Fire Marshal's Office (BCFM/EMO) consists of the following functions:

- Public Fire Prevention and Education
- Public Fire Safety Inspections
- Investigation of Fire Safety Complaints
- Explosive and Blast Permitting
- Fire and Building Code Compliance
- Building Plans Review and Permitting
- Fire Origin and Cause Determination

- Fire/Arson Investigation
- Interjurisdictional Emergency Management Plan Coordination
- Volunteer Fire Department Contract Administration
- Coordinate all County Volunteer Department Activities
- Oversee emergency communication dispatching for the Volunteer Fire Departments
- Coordinate and facilitate mutual aid agreements with emergency services districts, volunteer fire departments, municipalities, and the military.
- Oversee contract administration for Hazardous Materials Response
- Train and equip personnel for Weapons of Mass Destruction response

The BCFM/EMO was established under the Local Government Code, Title 11, Chapter 352 to primarily investigate fires that occurred in the unincorporated areas, to determine the origin and cause of fires and to coordinate the activities of volunteer fire departments. The law authorizes the County to perform fire and life safety inspections of business and public assembly occupancies to ensure the safety of the general public from fire hazards.

The Fire Code Compliance Section is established by the Local Government Code, Title 7, Chapter 233. This law grants the County the authority to adopt and enforce Fire and Building Code standards to ensure buildings meet minimum and accepted fire safety requirements.

The Fire Dispatch Communications Section was originally created as a contracted function of the BCFM/EMO as a service to the volunteer fire departments and became a section within the BCFM/EMO in April, 2004.

The Community Outreach Initiative Section provides administrative and other unified support services throughout Bexar County as needed.

The Office of Emergency Management is consolidated within the Fire Marshal’s Office and provides coordinated management and utilization of resources during both natural and man-made emergencies. The Emergency Management Office of the County is consolidated with the City of San Antonio’s Emergency Management Division as one central office at Brooks City Base as the Emergency Operations Center (EOC). The EOC is a project that was voted by the Citizens of Bexar County during the 2003 City/County Bond Election. Bexar County will continue to fund transferred EOC personnel and operations. The new EOC is designed to facilitate the entire Fire Marshal’s Office during emergency operations as needed. In FY 2007-08, the Planning & Resource Management Department and the Bexar County Auditor’s Office separated the budgets for the Fire Marshal’s Office and Emergency Management.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Workload Indicators:**

# annual fire inspections	2,056	2,018	2,025
# of fire investigations initiated	193	251	250
# of cases filed with D.A. Office for prosecution	10	39	30
# of emergency service requests received at dispatch	27	25	25

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Efficiency Indicators:**

# of inspections per fire inspector	560	568	560
# of investigations per investigator	39	50	47
# of hours of coordination with D.A. Office	40	91	75
# of dispatcher calls per dispatcher	560	568	560

**Effectiveness Indicators:**

# of inspected occupancies later impacted by fire	7	2	2
# of fire investigations closed per investigator	16	16	16
# of participants in firefighter training	1,278	1,554	1,558
Average # of emergency calls dispatched per month	1,242	1,159	1,200

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$745,307	\$874,976	\$781,206	\$761,790
Travel and Remunerations	6,286	10,265	9,504	9,504
Operational Costs	257,560	256,564	240,720	223,276
Supplies and Materials	32,199	77,249	72,581	71,688
<b>Total</b>	<b>\$1,041,352</b>	<b>\$1,219,054</b>	<b>\$1,104,011</b>	<b>\$1,066,258</b>

**Program Justification and Analysis:**

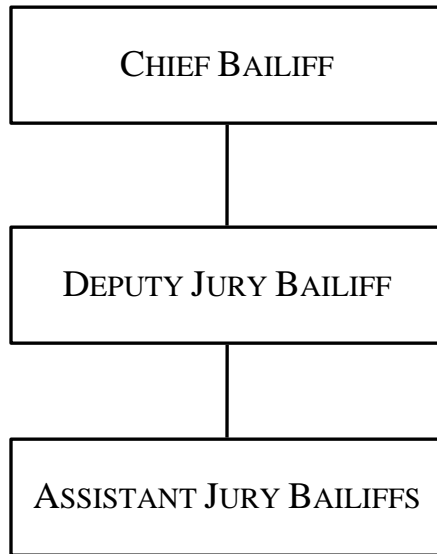
- The FY 2008-09 Adopted Budget reflects a 3.4 percent decrease compared to FY 2007-08 estimates. This decrease is due to lower costs for operations and supplies because of full operations at the EOC.
- The Personnel Services group decreases by 2.5 percent compared to the FY 2007-08. The decrease is primarily due to the program change listed below.
- The Travel and Remunerations remains the same as the FY 2007-08 estimates. The requested amounts include funding for training classes required for certification regarding fire and arson investigative techniques.
- The Operational Costs group decreases by 7.3 percent when compared to the FY 2007-08 estimates. The decrease results from decreasing the Mutual Fire Aid costs because of less Volunteer Fire Departments receiving this assistance. Technology also decreases due to a decrease in requests for new Technology by the Fire Marshal's office.
- The Supplies and Materials group decreases slightly due to a decrease in Fire Marshal general supplies and the need of safety supplies.

- There is one program change adopted at a savings of (\$46,628):
  - Transfer full funding for one Fire Inspector (NE-09) from the General Fund to the Fire Code in the amount of \$46,628.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Assistant Emergency Management Coordinator	1	0	0
Assistant Fire Marshal	0	1	1
Citizen Corp Council Coordinator	1	0	0
Fire Arson Investigator	1	6	6
Fire Inspector	4	4	3
Fire Investigator	4	0	0
Fire Marshal/Emergency Management Coordinator	1	1	1
Investigations and Communications Program Manager	1	1	1
Office Assistant I	0	1	1
Office Assistant II	1	0	0
Office Assistant IV	1	1	1
Public Safety Dispatcher I	4	4	4
Public Safety Dispatcher I – Job Share	1	1	1
Public Safety Dispatcher II	1	1	1
<b><i>Total – Commissioners Court - Fire Marshal</i></b>	<b>21</b>	<b>21</b>	<b>20</b>

# JURY OPERATIONS



# JURY OPERATIONS

FUND: 001  
AGENCY: 224

**Mission:** To work alongside the court system and Bexar County in providing legally qualified jurors, keeping cost measures in mind, effectively keeping the jury case load moving steadily and, while doing this, striving faithfully to work with the Bexar County Citizens in a professional, compassionate and understanding manner.

**Vision:** We envision the Central Jury Room (CJR) personnel as the welcome wagon or the initial welcoming group to Bexar County citizens, as jurors and taxpayers, as they begin their journey into the Bexar County jury selection process. Throughout citizens' journeys as jurors, the imperfections in the jury room, courthouse hallways, and courtrooms are brought to the attention of staff and, if possible, attended to. Individual strengths and diverse backgrounds of personnel enable CJR to interact with respect and empathy for citizens of the county functioning as jurors. The knowledge and experience that CJR staff gains and encounters daily aids in the ability to manage this mandated statutory duty. Our primary focus is the review of procedures, management studies, reports and mechanical units that may be non-productive or inefficient. It is our duty to the Bexar County Citizens, as jurors and taxpayers, Bexar County Court System, and associated departments. With this in mind, CJR bilaterally works with the Bexar County Information Services Department, in designing programs and acquiring efficient technology, under the guidance of Commissioners Court, for a jury system that will be productive as well as cost efficient.

## **Goals and Objectives:**

- To keep abreast of innovative concepts and ideas for Bexar County citizens (as jurors and taxpayers) and the Bexar County Court System, so that cost savings may be realized where possible.
- To continue working with our Community Needs Organization in order to produce program efficiencies and cost savings in the Central Jury Room.
- To keep a primary focus on review of procedures, management studies, reports and mechanical units that may be non-productive or inefficient.
- To acknowledge and utilize employees' individual strengths while maintaining a positive attitude toward every employee, thereby creating good rapport with Bexar County citizens (as jurors and taxpayers), the Bexar County Court System, and associated departments.
- To maintain and update accurate daily, weekly, monthly, and yearly reports. These reports assist the department in analyzing and predicting needs of CJR, allow for adherence to SB 1704, and are used in requesting reimbursement from State Comptroller.
- To have a department vision that enables us to enhance employees' work time in a manner that will amplify productivity and service towards the Bexar County citizens, Bexar County Court System, and associated departments.

**Program Description:** Jury Operations coordinates and administers the qualifications, notifications, exemptions, excuses, selection, service, and compensation of Bexar County jurors selected. The department consolidates payroll of jurors and processes jury pools for five Justice of the Peace Courts, two Juvenile Courts, twenty-four District Courts, twelve County Courts-at-Law, two Probate Courts, one Trial Impact Court, one Magistrate Court, and six City Municipal Courts. While Bexar County provides jurors to the City of San Antonio Municipal Courts with jurors on an as-needed basis all additional costs incurred by Bexar County, including the \$6 juror fee and expenses associated with the

transport of jurors, are reimbursed by the City on a monthly basis. Juror services sometimes include room and board for selected jurors.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Jurors Summoned	223,752	226,752	229,031
Jurors Appeared	117,191	118,369	119,559
Jurors Excused	101,066	102,082	103,108
Jury Panels to Court	1,106	1,117	1,128
<b>Efficiency Indicators:</b>			
Mail Received/Processed Per FTE	115,951	117,116	118,293
Jurors Processed Per FTE	21,818	22,037	22,258
Percentage of Jurors Contacted	80.34%	81.15%	81.97%
<b>Effectiveness Indicators:</b>			
Percentage of Juror Apathy	19.66	18.85	18.03
Savings Due to Donations of Juror Fees	\$6,051	\$6,112	\$6,112
Average Time in Delivering Panels to Courts (minutes)	15	15	15

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$293,018	\$301,079	\$291,819	\$317,549
Travel and Remunerations	1,004,929	1,240,456	1,122,565	1,122,565
Operational Costs	122,963	130,970	125,996	132,810
Supplies and Materials	14,436	13,350	13,242	15,262
<b>Total</b>	<b>\$1,435,346</b>	<b>\$1,685,855</b>	<b>\$1,553,622</b>	<b>\$1,588,186</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 2 percent compared to the FY 2007-08 estimates.
- The Personnel Services group increases by 8 percent compared to FY 2007-08 estimates. This includes funding for all authorized personnel at the same rate as the year prior, authorized salary increases, and an approved program as described below.
- The Travel and Remunerations group remains the same as FY 2007-08 estimates.

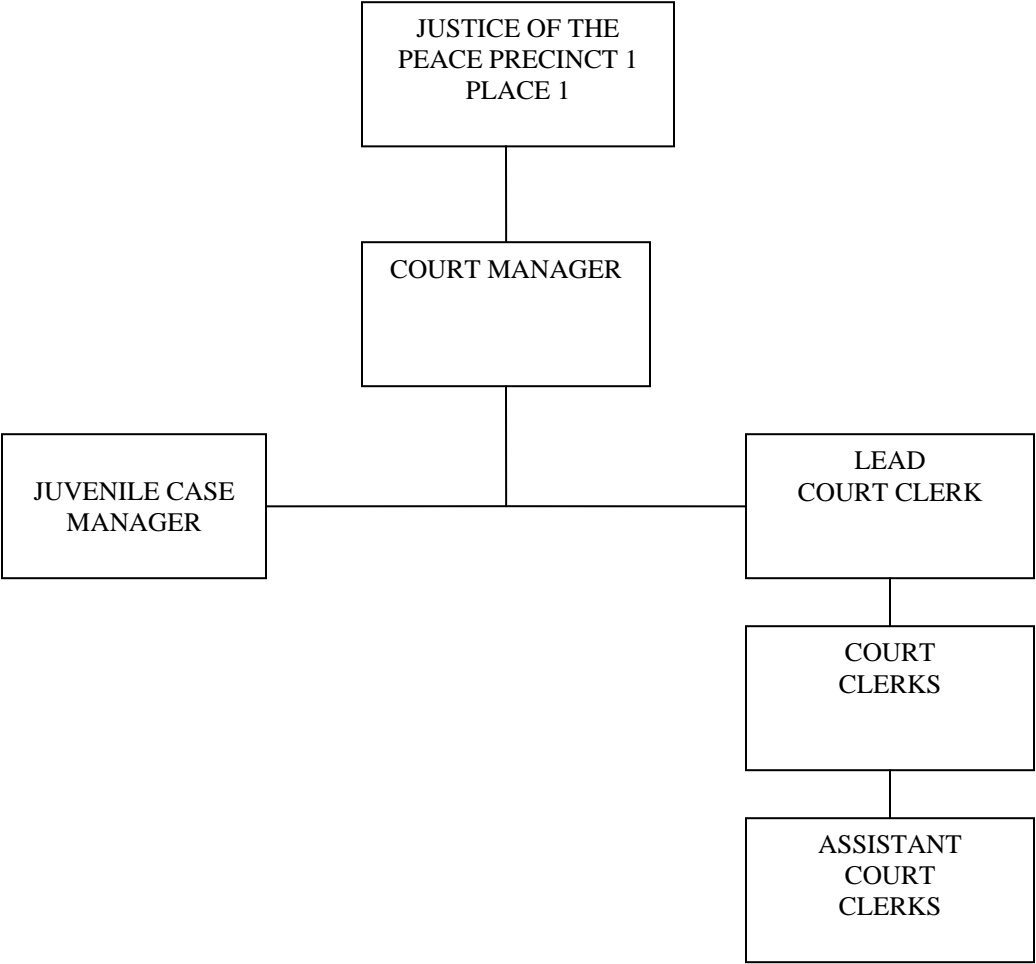
- The Operational Costs group increases by 5.4 percent compared to FY 2007-08 estimates. This is primarily attributed to identified technology needs in the upcoming year and anticipated increase in postage rates.
- The Supplies and Materials group increases 15.3 percent compared to FY 2007-08 estimates. This is a result of the need for a departmental document shredder and the replacement of a fax machine.
- The FY 2008-09 Adopted Budget includes one program change consisting of the reclassification of Assistant Jury Bailiffs from (NE-01) to (NE-02) at an estimated annual cost of \$12,348.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Assistant Jury Bailiff	6	6	6
Chief Bailiff	1	1	1
Deputy Jury Bailiff	1	1	1
<i>Total - Jury Operations</i>	<b>8</b>	<b>8</b>	<b>8</b>



# JUSTICE OF THE PEACE PRECINCT 1, PLACE 1



# JUSTICE OF THE PEACE PRECINCT 1, PLACE 1

FUND: 001  
AGENCY: 231

**Mission:** To promote employee development and adequately staff the Court in order to serve all who seek the services of the Court.

**Vision:** To provide quality professional assistance to all who contact this Court and to work with the school districts to reduce the truancy rate.

## **Objectives:**

- To create an environment that provides opportunities and promotes employee development and safety.
- To create policies and procedures that facilitate more accessible services to our clients.
- To strive to set a standard of excellence by granting all persons and parties due process and a fair opportunity to be heard.
- To correctly apply the rules, statutes and common law of the State of Texas.
- To continue to work closely with all school districts to reduce the ever-increasing truancy and dropout rates.
- To provide dedicated public service to all Bexar County citizens.

**Program Description:** The Justice of the Peace presides over the Justice Court and Small Claims Court. The Justice of the Peace also sits as magistrate for juvenile warnings, felony warrants, and examining trials. The Court's jurisdiction includes civil disputes and small claims of \$10,000 or less, and criminal cases on Class C misdemeanors of \$500 or less, including having sanction power on certain Class C cases (alcohol, tobacco, and education codes). Class C misdemeanor cases include traffic violations, minors in possession of alcohol, and disorderly conduct. The Justice of the Peace handles forcible detainers (evictions), driver's license suspension hearings, animal cruelty cases, disposition of stolen property matters and nuisance cases. The Justice of the Peace also presides over hearings on deed restrictions. The Office is responsible for collection of fees of the Court, warrant issuance, various types of civil processes, issuance of summons, assignment and monitoring of community service, and monitoring compliance of mandatory drug and alcohol rehabilitation classes. In addition, the Justice of the Peace conducts hearings, performs marriage ceremonies, serves as a notary public, and handles truancy cases involving the Thwarting Compulsory Attendance Law and Failure to Attend Law. The Texas Family Code has authorized transfer of jurisdiction from the Juvenile Courts to the Justice Courts for truant children in need of supervision.

The Justice of the Peace is an elected official. Justice of the Peace, Precinct 1 has two Justices, Places 1 and 3. They are elected to four-year terms with Place 1 and 3 serving concurrently.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Civil	5,436	14,258	15,000
Criminal	15,389	20,561	21,300
Warrants/Capias	9,882	5,856	6,000
<b>Efficiency Indicators:</b>			
Civil per FTE	604	1,584	1,666
Criminal per FTE	1,709	2,284	2,366
Total Warrants/Capias	9,882	5,856	6,000
<b>Effectiveness Indicators:</b>			
Dispositions	13,547	19,728	20,000
Documents Issued	99,839	118,812	120,000
Total Receipts Issued	18,029	22,812	23,500

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$522,401	\$501,285	\$501,316	\$649,626
Travel and Remunerations	1,958	3,800	2,183	2,000
Operational Costs	15,286	21,445	21,370	30,003
Supplies and Materials	13,846	27,497	27,497	31,825
Interfund Transfer	2,462	0	0	0
<b>Total</b>	<b>\$555,953</b>	<b>\$554,027</b>	<b>\$552,366</b>	<b>\$713,454</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 29 percent compared to FY 2007-08 estimates. This increase is mainly due to program changes described below.
- The Personnel Services group increases less than 1 percent compared to FY2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group decreases 8 percent compared to FY 2007-08 estimates. This reflects adjustments to the appropriation funding based on FY 2007-08 estimated expenditures.
- The Operational Costs group increases 7 percent compared to FY 2007-08 estimates due to increases in the cost of postage and the addition of cable services.
- The Supplies and Materials group decreases 2 percent compared to FY 2007-08 estimates. Funding for technology related supplies has been allocated to the Justice of the Peace technology fund.

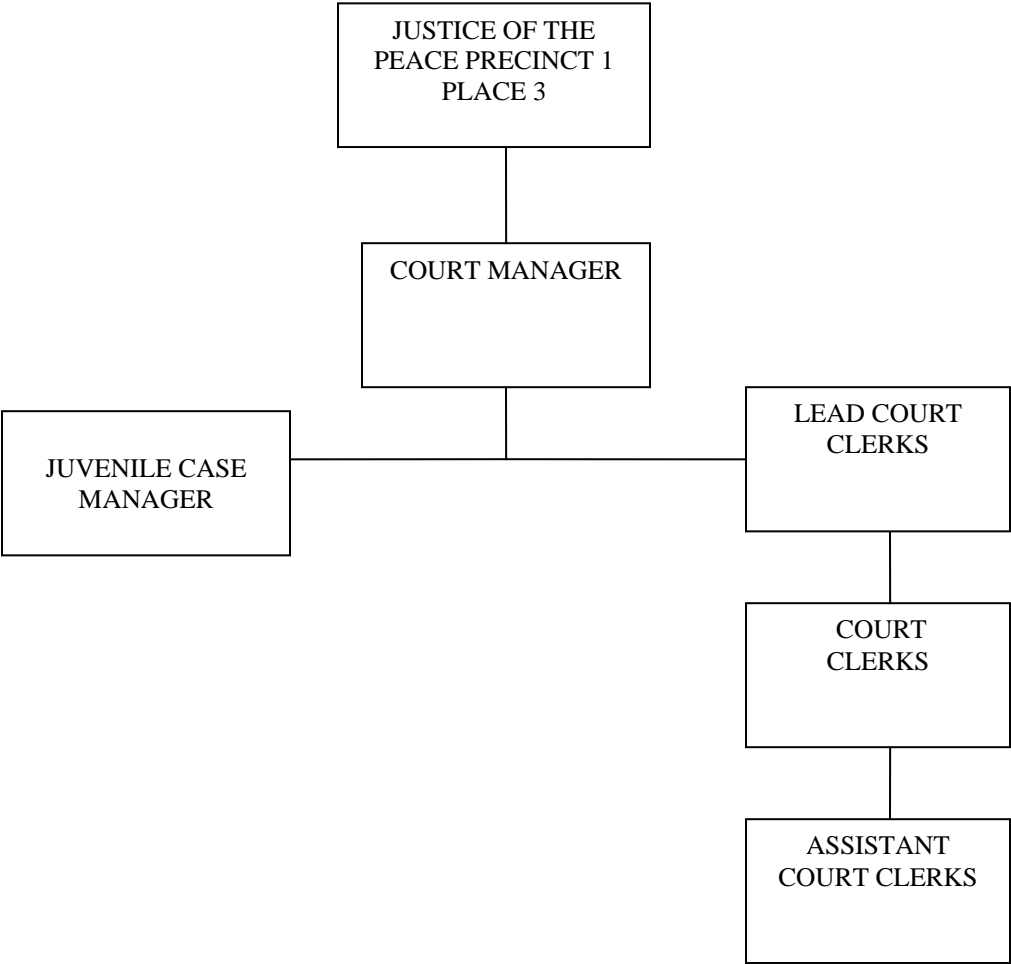
- Program Changes for Justice of the Peace Precinct 1 Place 1 include the addition of three full-time Court Clerks and one part-time file clerk at a cost of \$156,368.
- The second program change for Justice of the Peace Precinct 1 Place 1 is the reclassification of a Court Clerk (NE-4) to a Lead Clerk (NE-5). The increase for this reclassification is \$1,392 annually.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Justice of the Peace	1	1	1
Assistant Court Clerk	3	3	3
Case Manager*	1	1	1
Court Clerk	4	5	7
File Clerk	0	0	.5
Justice Court Manager	1	1	1
Lead Court Clerk	1	1	2
<b><i>Total – Justice of the Peace, Precinct 1</i></b>	<b><i>11</i></b>	<b><i>12</i></b>	<b><i>15.5</i></b>

\*Funding for the Case Manager is from the Juvenile Case Manager Fund.

# JUSTICE OF THE PEACE PRECINCT 1, PLACE 3



# JUSTICE OF THE PEACE PRECINCT 1, PLACE 3

FUND: 001  
AGENCY: 231

**Mission:** To provide the citizens of Bexar County with professional, courteous, timely, and high-quality service.

**Vision:** To demonstrate to the citizens of Bexar County the overall efficiency and effectiveness of a well-operated County government office.

## **Objectives:**

- To create policies and procedures which facilitate our services to be more accessible to customers.
- To utilize effective means to collect revenue owed to Bexar County.
- To create an environment which provides opportunities and promotes employee development.
- To design court procedures to provide assistance to individuals and to provide education of such policies and procedures.
- To provide expeditious court docket management.

**Program Description:** The Justice of the Peace presides over the Justice Court and Small Claims Court. The Justice of the Peace also sits as magistrate for juvenile warnings, felony warrants, and examining trials. The Court's jurisdiction includes civil disputes and small claims of \$10,000 or less, criminal cases on Class C misdemeanors of \$500 or less, and sanction power on certain Class C cases (alcohol, tobacco, and education codes). Class C misdemeanor cases include traffic violations, minors in possession of alcohol, and disorderly conduct. The Justice of the Peace handles forcible detainers (evictions), driver's license suspension hearings, animal cruelty cases, disposition of stolen property matters, and nuisance cases. The Justice of the Peace also presides over hearings on deed restrictions. The Office is responsible for collection of fees of the Court, warrant issuance, various types of civil processes, issuance of summons, assignment and monitoring of community service, and monitoring compliance of mandatory drug and alcohol rehabilitation classes. In addition, the Justice of the Peace conducts hearings, performs marriage ceremonies, serves as a notary public, and handles truancy cases involving the Thwarting Compulsory Attendance Law and Failure to Attend Law. The Texas Family Code has authorized transfer of jurisdiction from the Juvenile Courts to the Justice Courts for truant children in need of supervision.

The Justice of the Peace is an elected official. Justice of the Peace, Precinct 1 has two Justices, Places 1 and 3. They are elected to four-year terms with Places 1 and 3 serving concurrently.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Civil/Small Claims/Evictions	1,688	1,416	1,500
Truancy/Juvenile	8,306	8,964	9,622
Traffic/Non-Traffic	24,620	19,092	20,000
<b>Efficiency Indicators:</b>			
Warrants/Capias Issued	18,041	15,084	16,000
Revenue Generated	\$3,228,155	\$4,453,188	\$5,678,221
Cases Disposed	52,104	40,060	45,000
<b>Effectiveness Indicators:</b>			
Warrant/Capias Issued	2%	-20%	6%
Revenue Generated	-1%	8%	6%
Cases Disposed	2%	-2%	12%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$705,165	\$684,316	\$678,316	\$697,381
Travel and Remunerations	455	891	716	820
Operational Costs	107,738	111,676	106,071	111,330
Supplies and Materials	21,218	20,816	20,224	19,682
Interfund Transfer	1,385	0	0	0
<b>Total</b>	<b>\$835,961</b>	<b>\$817,699</b>	<b>\$805,327</b>	<b>\$829,213</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 3 percent compared to FY 2007-08 estimates.
- The Personnel Services group increases 3 percent compared to FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group increases 14 percent from FY 2007-08 estimates due to local mileage increases.
- The Operational Costs group increases 4.9 percent compared to FY 2007-08 estimates due to postage increases.
- The Supplies and Materials group decreases 2.6 percent compared to FY 2007-08 estimates. Funding for technology related supplies has been allocated to the Justice of the Peace technology fund.

- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

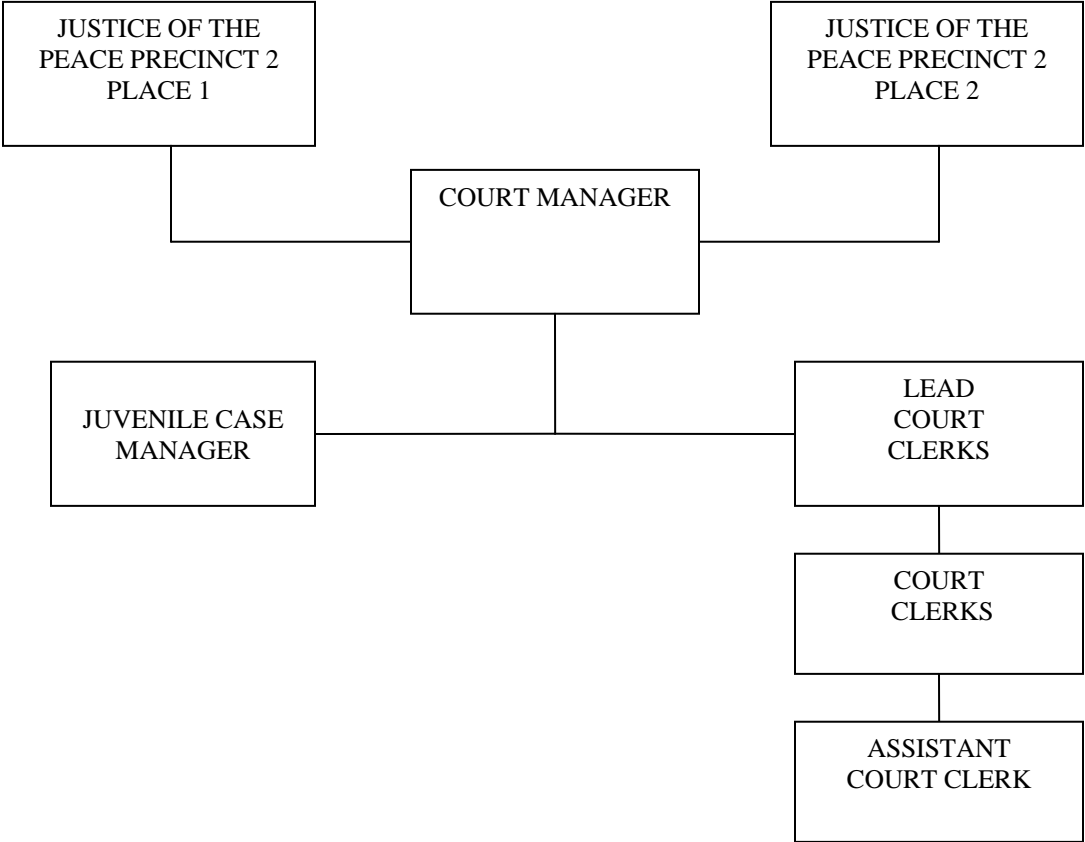
**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Justice of the Peace	1	1	1
Assistant Court Clerk	7	7	7
Court Clerk – Part Time	2	2	2
Case Manager*	1	1	1
Court Clerk	5	5	5
Justice Court Manager	1	1	1
Lead Court Clerk	2	2	2
<b><i>Total – Justice of the Peace, Precinct 1 Place 3</i></b>	<b><i>19</i></b>	<b><i>19</i></b>	<b><i>19</i></b>

\*Funding for the Case Manager is from the Juvenile Case Manager Fund.



# JUSTICE OF THE PEACE PRECINCT 2



# JUSTICE OF THE PEACE

## PRECINCT 2

FUND: 001  
AGENCY: 232

**Mission:** To provide the citizens of Bexar County professional, courteous, timely and quality public service in connection with all cases under the jurisdiction of the Court.

**Vision:** To reduce truancy and daytime crime through early intervention with counseling and meaningful community service.

### **Objectives:**

- Customer Service: create policies and procedures that facilitate our services being more accessible to our clients.
- Customer accessibility to information: utilizing well-trained staff, information handouts and user-friendly website.
- Increase efficiency and productivity by effective procedures and utilizing new technology.
- Revenue recovery and collection: utilizing effective means to collect revenue owed to the County.
- Safety and security for customers and employees.
- Create an environment that provides opportunities and promotes employee development.
- Effective caseload management.
- Create and nurture a barrier-free environment that encourages open communication within each department.
- To create an environment that provides opportunities and promotes employee development.
- To participate in programs within our community whose goals coordinate or overlap with Bexar County Goals.

**Program Description:** The Justice of the Peace presides over the Justice Court and Small Claims Court. The Justice of the Peace also sits as magistrate for juvenile warnings, felony warrants, and examining trials. The Court's jurisdiction includes civil disputes and small claims of \$10,000 or less, criminal cases on Class C misdemeanors of \$500 or less, and sanction power on certain Class C cases (alcohol, tobacco, and education codes). Class C misdemeanor cases include traffic violations, minors in possession of alcohol, and disorderly conduct. The Justice of the Peace handles forcible detainers (evictions), driver's license suspension hearings, animal cruelty cases, disposition of stolen property matters, and nuisance cases. The Justice of the Peace also presides over hearings on deed restrictions. The Office is responsible for collection of fees of the Court, issuance of warrants, various types of civil processes, issuance of summons, assignment and monitoring of community service, and monitoring compliance of mandatory drug and alcohol rehabilitation classes. In addition, the Justice of the Peace conducts hearings, performs marriage ceremonies, serves as a notary public, and handles truancy cases involving the Thwarting Compulsory Attendance Law and Failure to Attend Law. The Texas Family Code has authorized transfer of jurisdiction from the Juvenile Courts to the Justice Courts for truant children in need of supervision.

The Justice of the Peace is an elected official. Precinct 2 has two Justices of the Peace, Places 1 and 2, elected for staggered four-year terms. Precinct 2 has created and maintains a website that makes information, forms and related links available to the public. Precinct 2 continues to offer the public the option of paying their fines by credit card via the Internet or telephone service.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Traffic and Non-Traffic Misdemeanors	39,569	39,500	45,000
Truancy and Juvenile Misdemeanor	7,215	8,200	9,000
Civil, Small Claims, and Evictions	6,890	7,500	8,500

**Efficiency Indicators:**

Warrants & Capias Issued	13,871	35,000	24,500
Documents Generated	130,324	153,988	165,000
Cases Disposed	41,380	42,500	45,000

**Effectiveness Indicators:**

Documents Generated Rate	-3%	18%	10%
Cases Filed Rate	11%	3%	13%
Cases Disposed Rate	77%	77%	72%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$867,009	\$912,279	\$901,585	\$874,778
Travel and Remunerations	2,211	6,000	3,435	3,780
Operational Costs	136,460	141,525	133,086	159,027
Supplies and Materials	31,311	38,992	33,000	47,000
Interfund Transfer	462	0	0	0
<b>Total</b>	<b>\$1,037,453</b>	<b>\$1,098,796</b>	<b>\$1,071,106</b>	<b>\$1,084,585</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 1.2 percent compared to FY 2007-08 estimates.
- The Personnel Services group decreases 2.9 percent compared to FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. The decrease in is attributed to adjustments made to worker's compensation funding for personnel.
- The Travel and Remunerations group increases 10 percent from FY 2007-08 estimates due to training and certification requirements for clerks in the Justice of the Peace Court.
- The Operational Costs group increases 19 percent compared to FY 2007-08 estimates. This is a result of additional funds allocated for increased postage, copier rental expenses, records storage fees, and transportation service increases.

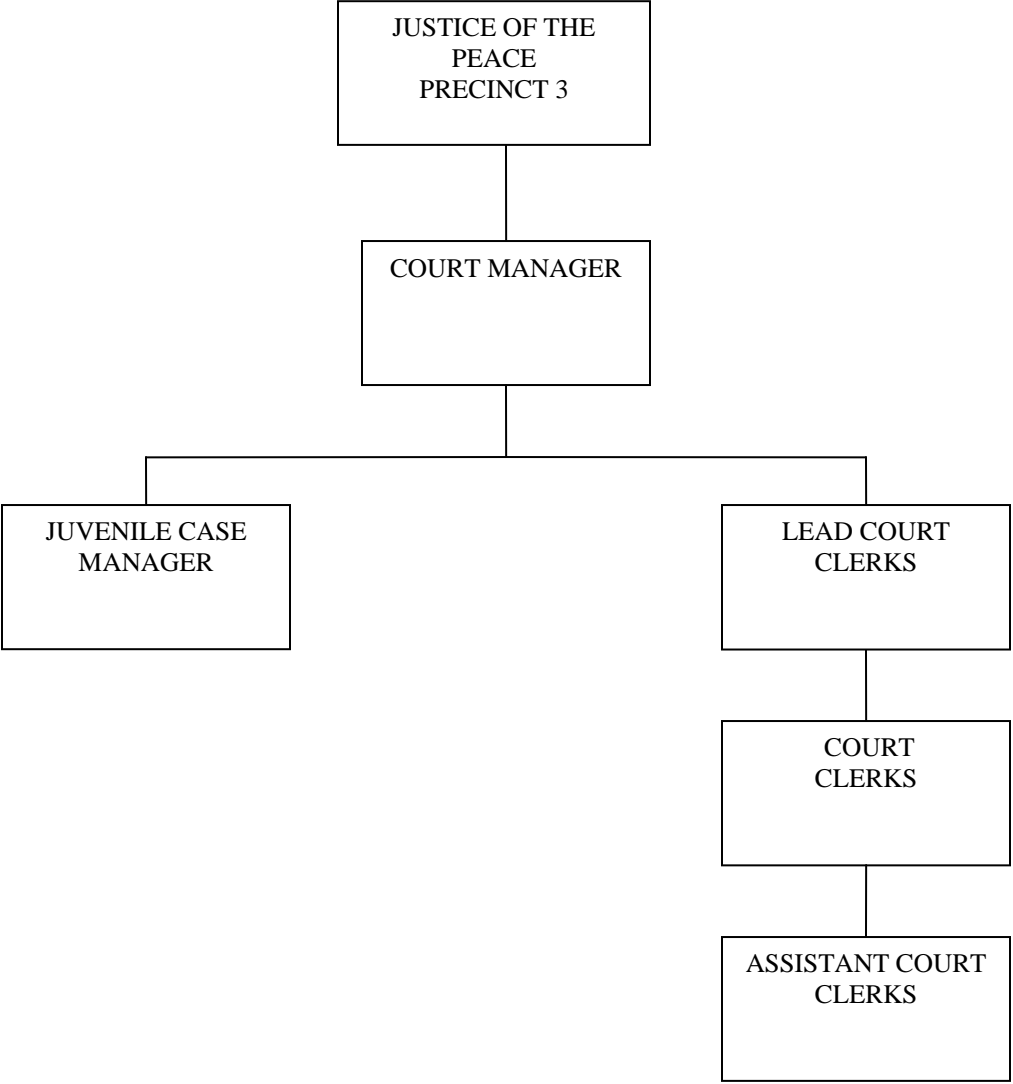
- The Supplies and Materials group increases substantially when compared to FY 2007-08 estimates due to necessary furniture purchases for the new property the Precinct will be moving to in FY 2008-09.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Justice of the Peace	2	2	2
Assistant Court Clerk	8	4	4
Case Manager*	1	2	2
Court Clerk	4	9	9
Justice Court Manager	1	1	1
Lead Court Clerk	2	3	3
<b><i>Total – Justice of the Peace Precinct 2</i></b>	<b><i>18</i></b>	<b><i>21</i></b>	<b><i>21</i></b>

\*Funding for the Case Manager is from the Juvenile Case Manager Fund.

# JUSTICE OF THE PEACE PRECINCT 3



# JUSTICE OF THE PEACE

## PRECINCT 3

FUND: 001  
AGENCY: 233

**Mission:** To excel as a Bexar County Justice of the Peace Court by providing the most accurate, prompt and professional customer service to the citizens of Bexar County, while also furnishing a safe, equitable and rewarding working environment to the employees of the Court.

**Vision:** To provide excellent service to the citizens of Bexar County in all matters of the justice system at the Justice of the Peace level.

### **Objectives:**

To excel in the areas of:

- Customer service satisfaction
- Customer accessibility to information
- Efficiency and productivity
- Revenue recovery and collection
- Management accountability
- Safety and security for customers and employees
- Employee training and career development
- Caseload management

**Program Description:** The Justice of the Peace presides over the Justice Court and Small Claims Court. The Justice of the Peace also sits as magistrate for juvenile warnings, felony warrants, and examining trials. The Court's jurisdiction includes civil disputes and small claims of \$10,000 or less, criminal cases on Class C misdemeanors of \$500 or less, and sanction power on certain Class C cases (alcohol, tobacco, and education codes). Class C misdemeanor cases include traffic violations, minors in possession of alcohol, and disorderly conduct. The Justice of the Peace handles forcible detainers (evictions), driver's license suspension hearings, animal cruelty cases, disposition of stolen property matters, and nuisance cases. The Justice of the Peace also presides over hearings on deed restrictions. The Office is responsible for collection of fees of the Court, issuance of warrants, various types of civil processes, issuance of summons, assignment and monitoring of community service, and monitoring compliance of mandatory drug and alcohol rehabilitation classes. In addition, the Justice of the Peace conducts hearings, performs marriage ceremonies, serves as a notary public, and handles truancy cases involving the Thwarting Compulsory Attendance Law and Failure to Attend Law. The Texas Family Code has authorized transfer of jurisdiction from the Juvenile Courts to the Justice Courts for truant children in need of supervision.

The Justice of the Peace is an elected official. Justice of the Peace, Precinct 3 has one Justice, elected to a four-year term.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators</b>			
Traffic and non-traffic misdemeanors	22,799	21,144	28,000
Truancy and Juvenile Misdemeanor	4,654	7,900	8,500
Civil, Small Claims, and Evictions	6,104	7,834	9,500
<b>Efficiency Indicators</b>			
Warrants & Capias Issued	9,883	15,542	19,000
Documents Generated	105,915	113,764	130,000
Cases Disposed	41,686	35,619	35,619
<b>Effectiveness Indicators</b>			
Warrants and Capias Issued Rate	-25%	55%	0%
Documents Generated Rate	-6%	7%	15%
Cases Disposed Rate	-11%	-17%	0%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$595,351	\$672,314	\$673,041	\$729,613
Travel and Remunerations	4,962	7,980	8,328	5,500
Operational Costs	118,691	148,054	149,268	149,647
Supplies and Materials	19,594	38,130	38,130	32,700
Interfund Transfer	923	0	0	0
<b>Total</b>	<b>\$739,521</b>	<b>\$866,478</b>	<b>\$868,767</b>	<b>\$917,460</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 5.6 percent compared to FY 2007-08 estimates.
- The Personnel Services group increases by 8 percent from FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group decreases substantially when compared to FY2007-08 estimates. The total amount requested was less than the amount expended in previous years.
- The Operational Costs group remains relatively unchanged in comparison to FY 2007-08 estimates.
- The Supplies and Materials group decreases 14 percent compared to the FY 2007-08 estimates due to a reduction in necessary furniture purchases from last year. Also funding for technology related supplies has been allocated to the Justice of the Peace technology fund.

- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09 Proposed Budget.

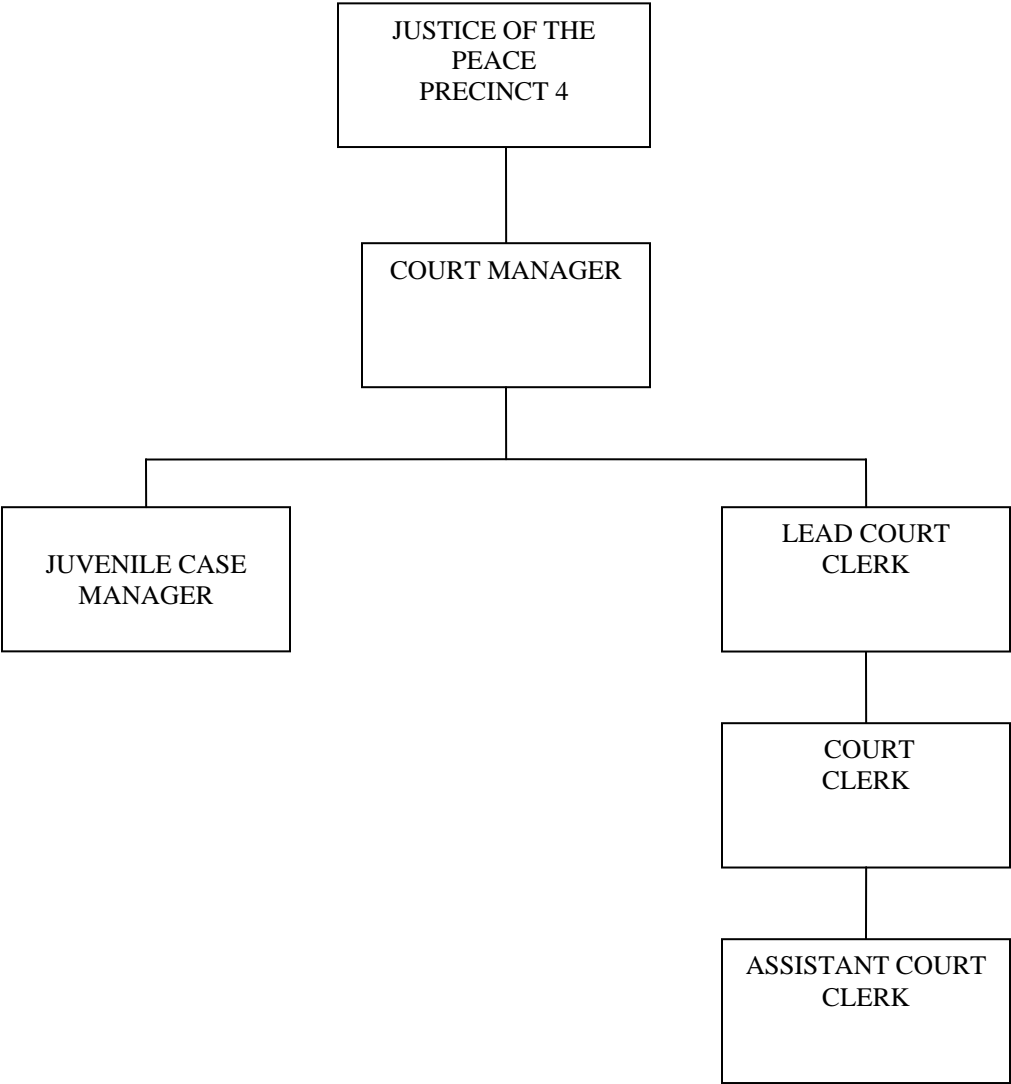
**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Justice of the Peace	1	1	1
Assistant Court Clerk	6	6	6
Case Manager*	1	1	1
Court Clerk	5	8	8
Justice Court Manager	1	1	1
Lead Court Clerk	2	2	2
<b><i>Total – Justice of the Peace, Precinct 3</i></b>	<b>16</b>	<b>19</b>	<b>19</b>

\*Funding for the Case Manager is from the Juvenile Case Manager Fund.



# JUSTICE OF THE PEACE PRECINCT 4



# JUSTICE OF THE PEACE PRECINCT 4

FUND: 001  
AGENCY: 234

**Mission:** To provide excellent court services through efficient and effective case management and quality customer service.

**Vision:** We envision Justice of the Peace Precinct Number Four as a leader in providing accessible and responsive services to our citizens in a timely, accurate, and customer-oriented manner, while utilizing technology and our commitment to quality customer service.

## **Objectives:**

- Efficiently and effectively process, adjudicate and dispose of case filed in a timely and lawful manner.
- Create and support an environment that nurtures the development and growth of each staff member.
- Utilize effective means in collection of revenue.
- Continue working with citizens and programs within our community whose goals coordinate with those of Precinct four and Bexar County.
- Utilize technology to expand court services.
- Implement plans to address the concerns of juvenile crime.

**Program Description:** The Justice of the Peace presides over the Justice Court and Small Claims Court. The Justice of the Peace also sits as magistrate for juvenile warnings, felony warrants, and examining trials. The Court's jurisdiction includes civil disputes and small claims of \$10,000 or less, criminal cases on Class C misdemeanors of \$500 or less, and sanction power on certain Class C cases (alcohol, tobacco, and education codes). Class C misdemeanor cases include traffic violations, minors in possession of alcohol, and disorderly conduct. The Justice of the Peace handles forcible detainers (evictions), driver's license suspension hearings, animal cruelty cases, disposition of stolen property matters, and nuisance cases. The Justice of the Peace also presides over hearings on deed restrictions. The Office is responsible for collection of fees of the Court, issuance of warrants, various types of civil processes, issuance of summons, assignment and monitoring of community service, and monitoring compliance of mandatory drug and alcohol rehabilitation classes. In addition, the Justice of the Peace conducts hearings, performs marriage ceremonies, serves as a notary public, and handles truancy cases involving the Thwarting Compulsory Attendance Law and Failure to Attend Law. The Texas Family Code has authorized transfer of jurisdiction from the Juvenile Courts to the Justice Courts for truant children in need of supervision.

The Justice of the Peace is an elected official. Justice of the Peace, Precinct 4 has one Justice, elected to a four-year term.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Workload Indicators:**

Traffic and Non-traffic Cases Filed	19,192	23,030	25,333
Truancy and Juvenile cases filed	3,843	4,227	4,861
Civil and Small Claims Cases Filed	2,527	4,200	4,620

**Efficiency Indicators:**

Warrants/Capias Issued	8,556	16,154	17,769
Receipts cashiered (civil only)	3,987	4,784	5,262
Cases Disposed	24,568	30,710	36,852

**Effectiveness Indicators:**

% Warrants Issued	36%	47%	10%
% Receipts Cashiered (civil only)	36%	20%	10%
% Cases Disposed	16%	25%	20%

**Appropriations:**

FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
Actual	Budget	Estimate	Budget

Personnel Services	\$407,188	\$457,137	\$457,138	\$594,370
Travel and Remunerations	2,182	5,497	5,497	7,484
Operational Costs	97,173	126,796	116,332	144,768
Supplies and Materials	17,065	22,080	20,580	37,461
Capital Expenditures	0	0	0	10,777
<i>Total</i>	<i>\$523,608</i>	<i>\$611,510</i>	<i>\$599,547</i>	<i>\$794,860</i>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases significantly when compared to FY 2007-08 estimates. This increase is due to increased funding for Program Changes as described below.
- The Personnel Services group increases 30 percent from FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. This also includes the program changes described below.
- The Travel and Remunerations group increases substantially from FY 2007-08 estimates. The addition of personnel requires specific trainings for clerks that are mandatory.
- The Operational Costs group increases more than 20 percent compared to FY 2007-08 estimates. Increased funding is allocated for re-location of the Justice Court including increased utilities,

janitorial services, and other facility costs. This appropriation also includes necessary technology purchases for additional personnel.

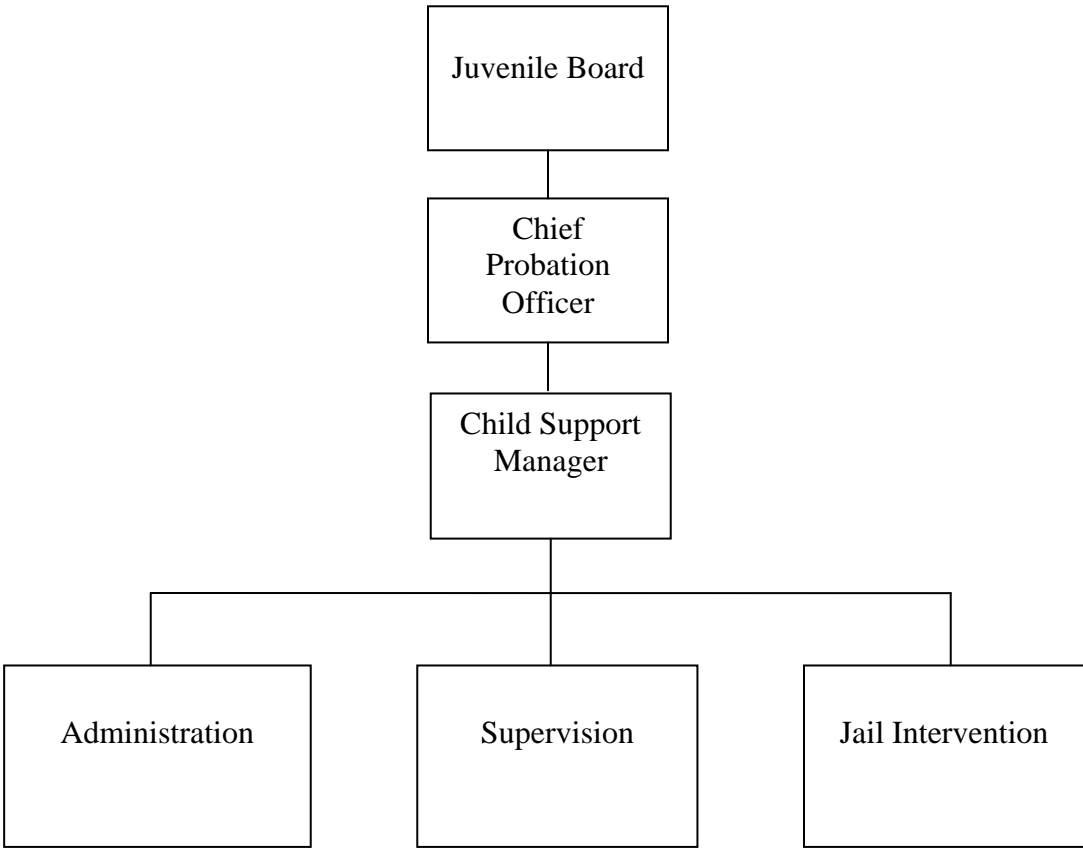
- The Supplies and Materials group also reflects a substantial increase compared to FY 2007-08 estimates due to the increased costs of computer supplies and new furniture for the new offices.
- Capital Expenditures are funded in the amount of \$10,777 to purchase shelving and kitchen equipment for the new building.
- Program Changes for Justice of the Peace Precinct 4 include the addition of two Court Clerks and two Assistant Court Clerks at a cost of \$152,120.
- In FY 2006-07 the Planning and Resource Management Department conducted a county-wide performance review of the Justice of the Peace and Constable Offices. The findings from the performance review were adopted by Commissioner’s Court on August 15, 2007 and incorporated into FY 2007-08 Adopted Budget. The main objective of the review was to develop a systematic approach to the efficient and effective allocation of resources within each office by identifying core missions, establishing baseline measures and staffing to the baseline as workload increases. The staffing tool developed during this review was used in consideration for staffing adjustments in FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Justice of the Peace	1	1	1
Assistant Court Clerk	1	1	3
Case Manager*	1	1	1
Court Clerk	4	5	7
Justice Court Manager	1	1	1
Lead Court Clerk	1	1	1
<b><i>Total – Justice of the Peace, Precinct 4</i></b>	<b>9</b>	<b>10</b>	<b>14</b>

\*Funding for the Case Manager is from the Juvenile Case Manager Fund.

# JUVENILE – CHILD SUPPORT PROBATION



# JUVENILE – CHILD SUPPORT PROBATION

FUND: 001  
AGENCY: 353

**Mission:** To promote the rehabilitation and well-being of offenders and their families by redirecting behavior with an emphasis on individual responsibility and the protection and safety of the community.

**Vision:** We envision the Bexar County Juvenile Probation Department as a leader in promoting the rehabilitation and well being of offenders and their families. The Juvenile Probation Department vision is to be in the forefront of redirecting behavior with an emphasis on the protection and safety of the community and the well-being of the child.

## Goals and Objectives:

- Improve staff to juvenile ratio in the Mission Road Detention Center and the Cyndi Taylor Krier Treatment Center.
- Create a database to evaluate the performance of agencies/programs with whom we contract.
- Aggressively seek new sources of funding, public and private, to fund new, creative programs and initiatives.
- Ensure that available resources are used appropriately.
- Increase, at Intake, the use of advice, counsel and release options, when appropriate, in order to decrease the number of cases referred to other Early Intervention Units.
- Increase the school attendance rate of youth served through the School Based Unit
- Increase the percentage of child support probationers making regular payments.
- Electronically transmit information required by Texas Juvenile Probation Commission.
- Develop a plan to obtain an alternative information system that would integrate all departmental applications and maintain an interface with the Juvenile Justice Information System (JJIS).
- Develop and/or revamp the current JJIS to provide better information to the department and other officials.

**Program Description:** The Bexar County Juvenile Child Support Probation Division monitors and enforces child support payment responsibilities of individuals referred to the division by the courts. Counseling regarding personal responsibility and employment is provided during orientation classes and monthly in person reporting. The division reports payment compliance to the courts and the State Attorney General’s Office. Partial funding for the division is provided by the State Attorney General’s Office through an annually negotiated contract with the County being paid a flat fee per case.

## Performance Indicators:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators:**

Average monthly Caseload Supervised	1,973	1,920	1,978
Total Number of Probationers Reporting	7,391	7,400	7,623
Total Child Support Funds Collected	\$5,077,052	\$5,100,000	\$5,610,000

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Efficiency Indicators:**

Average Caseload per Probation Officer	282	213	220
Average Number of Probationers Reporting In Person Monthly	391	396	408
Number of Probationers Who Attend/Complete Orientation Class	272	280	288

**Effectiveness Indicators:**

Percentage of Probationers Making a Child Support Payment	60%	62%	64%
Percentage of Child Support Funds Collected	74%	75%	78%
Percentage of Probationers Who Attended/Completed Orientation Class	64%	65%	67%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$574,814	\$750,134	\$750,134	\$659,057
Travel and Remunerations	5,817	13,394	15,171	19,899
Operational Costs	9,708	16,522	13,292	13,305
Supplies and Materials	6,328	11,070	11,981	11,070
<i>Total</i>	<i>\$596,667</i>	<i>\$791,120</i>	<i>\$790,578</i>	<i>\$703,331</i>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget decreases by 11 percent compared to the FY 2007-08 estimates as detailed below in the adopted program change.
- The Personnel Services group decreases by 12.1 percent compared to the FY 2007-08 estimates. This decrease is due to the program change detailed below.
- The Travel and Remunerations group increases 31.2 percent compared to the FY 2007-08 estimates. This increase is a result of the Division needing to make more frequent field visits to probationers to enhance the payment of child support
- The Operational Costs group increases less than one percent compared to the FY 2007-08 estimates.
- The Supplies and Materials group decreases 7.6 percent compared to the FY 2007-08 estimates. This decrease is due to one time purchases of other supplies made in FY 2007-08 that are not anticipated in FY 2008-09.

- One program change in the amount of (\$94,152) is approved for FY 2008-09. The program change deletes one Office Assistant II (NE-03) and two Child Support Probation Officer positions (NE-07). The FY 2007-08 Adopted Budget authorized and funded three positions to decrease the caseload per FTE and increase the total child support collected by an estimated \$450,000 per year. The program did not meet its established goals because the Juvenile Probation Department now projects total child support collected to increase only \$22,948.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Assistant Unit Supervisor (1)	0	1	1
Child Support Assistant Unit Supervisor (1)	1	0	0
Child Support Probation Manager (2)	1	0	0
Child Support Probation Officer	5	7	5
Child Support Probation Supervisor (2)	0	1	1
Child Support Program Aide (3)	0	1	1
Child Support Senior Probation Officer	1	1	1
Jail Intervention Probation Officer-Assessment	1	1	1
Jail Intervention Probation Officer-Supervision	1	1	1
Office Assistant II	1	1	0
<b><i>Total - Juvenile - Child Support Probation</i></b>	<b><i>11</i></b>	<b><i>14</i></b>	<b><i>11</i></b>

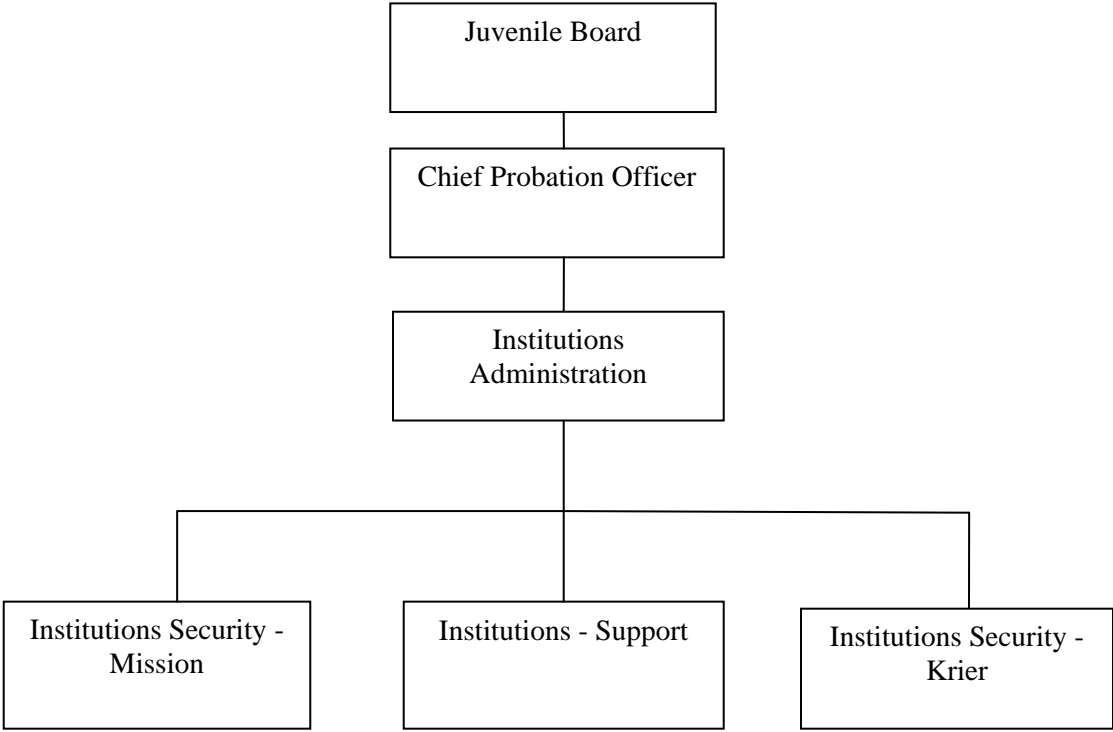
*(1) FY 07-08 Juvenile Board title change*

*(2) FY 07-08 Juvenile Board title change*

*(3) FY 07-08 Juvenile Board title change*



# JUVENILE - INSTITUTIONS



# JUVENILE - INSTITUTIONS

FUND: 001  
AGENCY: 353

**Mission:** Our mission is to create and maintain a safe and secure atmosphere in which to provide a program that is healthy for the body, mind, and spirit of each child in our care.

**Vision:** We envision the Bexar County Juvenile Probation Department as a leader in promoting the rehabilitation and well-being of offenders and their families. The Juvenile Probation Department's vision is to be in the forefront of redirecting behavior, with an emphasis on the protection and safety of the community and the well-being of the child.

## **Goals and Objectives:**

- Increase consistency across the various shifts in the Juvenile Detention Center and Cyndi Taylor Krier Juvenile Correctional Treatment Center.
- Increase juvenile compliance with the treatment level system.
- Improve staff to juvenile ratio in compliance with the Texas Juvenile Probation Commission, TJPC, standards.
- Develop reality-based training curriculum.
- Decrease the number of serious incidents by 5 percent.
- Decrease the number of physical restraints by 5 percent.

**Program Description:** The Bexar County Juvenile Probation Institutions Division is comprised of two facilities; one pre-adjudication facility - the Bexar County Juvenile Detention Center, and one post adjudication facility - the Cyndi Taylor Krier Juvenile Correctional Treatment Center.

The Juvenile Detention Center, located at 600 Mission Road, has the responsibility of maintaining a safe and secure environment for youth placed in the facility. As indicated in the Mission Statement, emphasis is placed on providing an educational program that will assist the youth in continuing their education upon release, providing nutritious meals and physical recreation to improve their health, and offering access to counseling and religious services. The Detention Center has 192 beds separated into sixteen dorms. Youth detained at the Center complete an orientation process to determine the dorm in which they can best function. Supervision of youth is provided by certified Juvenile Detention Officers. Detention Officers ensure that juveniles are safe and secure; that they participate in Center activities; and that structure and guidance is provided for youth during their stay in detention.

The Krier Center is a secure, long-term, post-adjudication residential treatment facility. It has a capacity of 96 beds separated into eight individual units with twelve beds each. The facility is unique in the manner in which it combines treatment, correctional, educational and medical components to provide juveniles a comprehensive array of services. Individual, group and family counseling is provided by eight licensed masters' level counselors. Each counselor is assigned a unit of 12 youth as their caseload. Probation officers, counselors, treatment officers, teachers, medical staff, the youth and their families take part in the creation and development of individual treatment programs. The treatment component is managed by the Center's Clinical Director. Psychiatric consultation is provided through a contract with psychiatrists with the University of Texas Health Science Center's Division of Child and Adolescent Psychiatry. They provide medication management and valuable input regarding treatment plans.

## **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Mission Road**

#### **Workload Indicators:**

Average Daily Population	184.5	188	210
Peak Population	201	228	240
Total Number of Incidents	4,659	6,285	6,976

#### **Efficiency Indicators:**

Number of Violent Incidents Juvenile to Juvenile	248	302	460
Number of Violent Incidents Juvenile to Staff	623	1,324	2,040
Number of Visits	18,007	17,730	19,450

#### **Effectiveness Indicators:**

Percent Change in Average Daily Population	N/A	1.9%	11.7%
Percent Change in Violent Incidents	N/A	86%	53.8%
Percent Change in Total Incidents	N/A	34.9%	11%

### **Krier**

#### **Workload Indicators:**

Total Number of Incidents	3,840	2,191	2,200
Number of Physical Restraints	407	344	382

#### **Efficiency Indicators:**

Number of Violent Incidents Juvenile to Juvenile	140	57	100
Number of Violent Incidents Juvenile to Staff	268	237	253
Number of Visits	7,839	7,893	7,900

#### **Effectiveness Indicators:**

Percent Change in Number of Physical Restraints	N/A	-15.4%	11.0%
Percent Change in Violent Incidents	N/A	-27.9%	23.5%
Percent Change in Total Incidents	N/A	-42.9%	0.4%

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$12,429,031	\$15,018,632	\$14,848,811	\$15,100,568
Travel and Remunerations	1,170	890	890	500
Operational Costs	706,826	809,621	899,053	921,128
Supplies and Materials	169,947	272,487	333,194	333,159
Capital	0	127,002	65,002	0
<i>Total</i>	<i>\$13,306,974</i>	<i>\$16,228,632</i>	<i>\$16,146,950</i>	<i>\$16,355,355</i>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 1.3 percent compared to FY 2007-08 estimates due to the authorized program change discussed below.
- The Personnel Services group increases 1.7 percent compared to FY 2007-08 estimates. This is due to the authorized program change discussed below.
- The Travel and Remunerations group decreases 43.8 percent compared to FY 2007-08 estimates. This decrease is due to the Division identifying more cost effective methods of obtaining required training.
- The Operational Costs group increases by 2.5 percent compared to FY 2007-08 estimates. This increase is due to contractual increases in food services in FY 2008-09.
- The Supplies and Materials group represents a decrease of less than one percent compared to FY 2007-08 estimates.
- The FY 2008-09 Adopted Budget includes one authorized program change at an estimated cost of \$527,348.
  - The program change authorizes the addition of 12 Juvenile Detention Officer I positions, (NE-04), and three Residential Treatment Officer I positions (NE-04) at an annual cost of \$527,348. The positions are approved as a result of recommendations from a staffing analysis conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department in FY 2007-08. The analysis recommendations are intended to be phased-in over a two year period, future year budget restraints permitting.

## **Policy Consideration:**

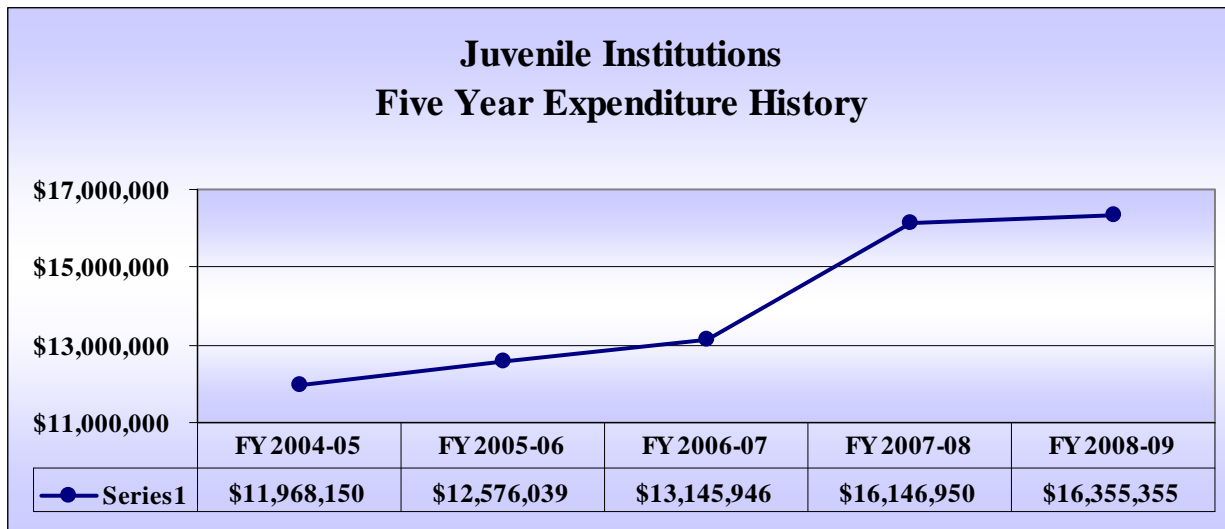
Juvenile welfare programs continue to be a high priority in Bexar County. The citizens of Bexar County have supported significant investments in the County's juvenile welfare programs, particularly since 2003 when they approved over \$24 million in bonds for improvements in juvenile facilities. Included in the

issuance was funding for a new juvenile placement facility, a new juvenile probation center, a residential treatment center, expansion of the juvenile detention center, and other facility improvements.

Additionally, for the three years immediately following 2003, Commissioners Court authorized and funded a total of 87 new positions and \$275,000 per year in overtime funding for the Juvenile Probation Department, and funded over \$7 million in technology improvements, including a new Juvenile Justice Information System currently estimated at \$3.9 million.

Many of these enhancements were necessary to ensure compliance with the Texas Juvenile Probation Commission standards. However, significant budgetary support has been provided by Commissioners Court since 2003, exceeding the minimum requirements of the Probation Commission. This reflects the Court's commitment to providing the highest level of juvenile support programs.

The number of juvenile referrals to the probation and detention system has grown from 7,723 per year in FY 2001-02 to 8,812 per year projected for FY 2008-09. In response to the increase in juvenile referrals, and the demands that it places on the Juvenile Probation system, the FY 2008-09 Adopted Budget is recommending an additional 16 full-time positions, with 15 of those dedicated to the detention facilities. The positions are as a result of recommendations from a staffing analysis conducted jointly by the Juvenile Probation Department and the Planning and Resource Management Department in FY 2007-08. The recommendations are intended to be phased-in over a two year period, future year budget restraints permitting. Additionally \$1.6 million is included in the Non-Departmental Contingency Budget for residential placement of juveniles.



The graph above illustrates the five year expenditure history of the Juvenile Institutions Division. FY 2004-05 through FY 2006-07 represents actual expenditures; FY 2007-08 represents estimated expenditures; and FY 2008-09 represents the Juvenile Institutions Division's Adopted Budget. Expenditures have increased 36.7 percent when compared with FY 2004-05, an average of 7.3 percent per year. During the period of FY 2004-05 through FY 2007-08, average daily population for the two facilities has shown minor fluctuations. The Juvenile Institutions Division projects an increase in average daily population of 7.6 percent. A similar increase was projected by the Department last fiscal year that failed to materialize. The expansion of the Juvenile Institutions Division's budget is attributable to the addition of 90 new positions since FY 2003-04, bringing its current staffing level to 370.

**Authorized Positions:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Juvenile Institutions - Administration**

Detention Assistant Superintendent	1	1	1
Deputy Chief Probation Officer Institutions	1	1	1
Detention Superintendent	1	1	1
Investigator	1	1	1
Office Assistant I	1	1	1
Office Assistant IV	1	1	1
<i>Total –Administration</i>	6	6	6

**Institutions Security - Mission**

Detention Shift Team Leader	8	8	8
Juvenile Detention Officer I	83	109	121
Juvenile Detention Officer II	54	54	54
Juvenile Detention Officer III (1)	9	8	8
Juvenile Detention Shift Supervisor	4	4	4
Residential Treatment Officer II	1	1	1
Shift Team Leader (1)	0	1	1
Standard and Compliance Analyst	1	1	1
<i>Total Detention Security-Mission</i>	160	186	198

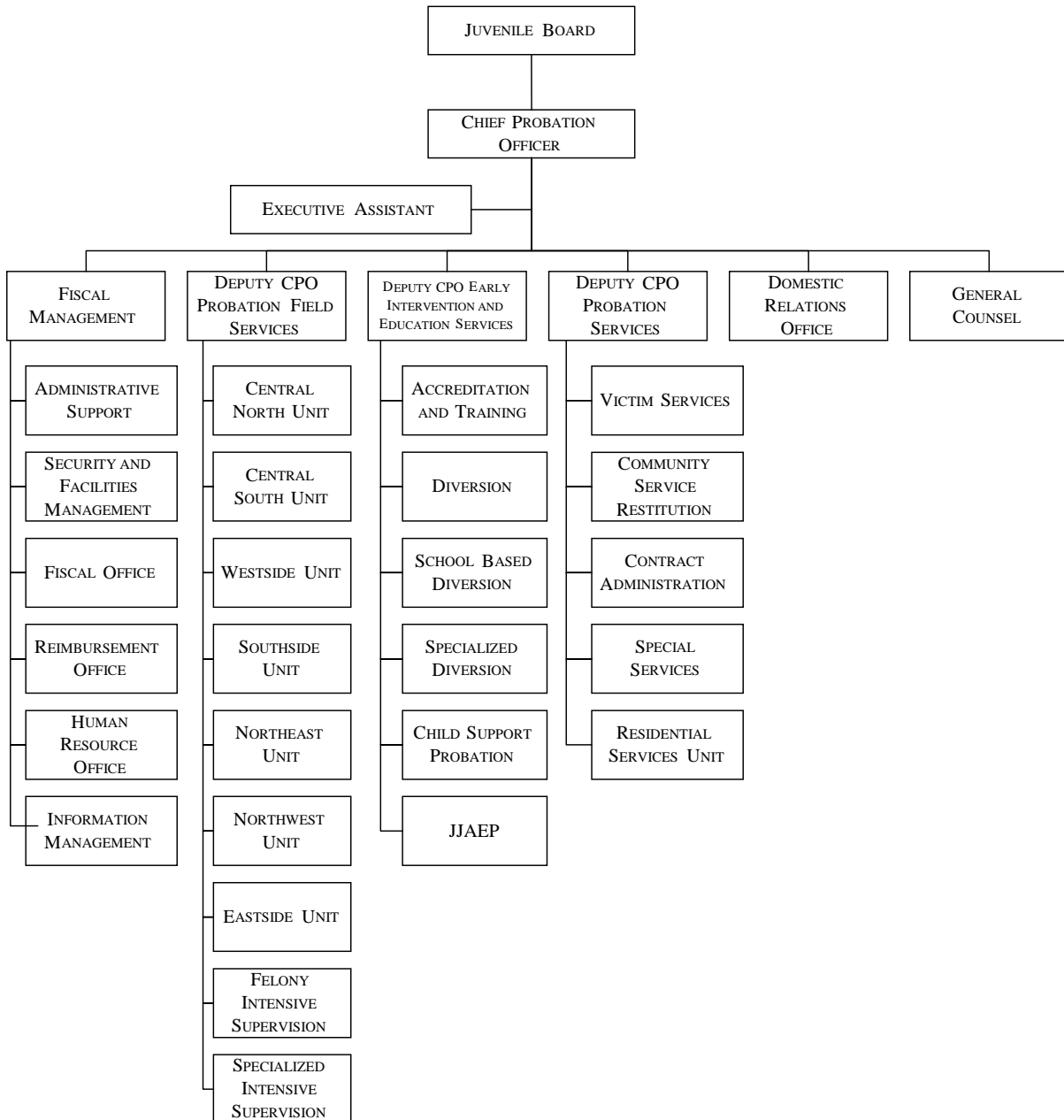
*(1) 11/11/07 Juvenile Board reclassified one Juvenile Detention Officer III to Shift Team Leader*

**Institutions Security - CTK**

Accreditation and Training Officer	1	1	1
Campus Coordinator	4	4	4
Challenge/ROPES Program Officer	1	1	1
Clinical Director	1	1	1
Corrections Superintendent	1	1	1
Fiscal Technician	1	1	1
Human Resource Technician	2	2	2
Juvenile Detention Officer II	1	1	1
Juvenile Corrections Unit Supervisor	5	5	5
Juvenile Counselor (2)	7	6	6
Juvenile Counselor II (2)	0	1	1
Main Control Technician	5	5	5
Office Assistant I	1	1	1
Office Assistant III	2	2	2
Residential Placement Officer	3	3	3



# JUVENILE PROBATION





# JUVENILE PROBATION

FUND: 001  
AGENCY: 353

**Mission:** To promote the rehabilitation and well-being of offenders and their families by redirecting behavior with an emphasis on individual responsibility and the protection and safety of the community and to support the Juvenile Courts under Title III of the Texas Family Code.

**Vision:** We envision the Bexar County Juvenile Probation Department as a leader in promoting the rehabilitation and well-being of offenders and their families. The Juvenile Probation Department's vision is to be in the forefront of redirecting behavior with an emphasis on the protection and safety of the community and the well-being of the child.

## **Goals and Objectives:**

- Improve the staff-to-juvenile ratios compliance in the Detention Center and Cyndi Taylor Krier Juvenile Correctional Treatment Center.
- Create a database to evaluate the performance of agencies/programs with whom we contract.
- Aggressively seek new sources of funding, public and private, to fund new and creative programs and initiatives.
- Ensure that available resources are used effectively and efficiently.
- Increase, at Intake, the use of advice, counsel and release option, when appropriate, in order to decrease the number of cases referred to other Early Intervention Units.
- Increase the school attendance of youth served through the School Based Unit.
- Increase the percentage of child support probationers making regular payments.
- Electronically transmit information required by the Texas Juvenile Probation Commission.
- Develop a plan to obtain an alternative information system that would integrate all departmental applications and maintain an interface with the Juvenile Justice Information System (JJIS).

**Program Description:** The Bexar County Juvenile Probation Department is comprised of six divisions performing functions to meet the departmental goals.

The Probation Field Services Division consists of seven field units. These units are responsible for performing pre-adjudication and post-adjudication services to juveniles who have been arrested and/or referred to the Juvenile Probation Department for Intensive Supervision (Felony and Specialized).

The Probation Support Services Division delivers a broad array of specialized programs including the Community Service Restitution, Victims Assistance, Residential Services, the Ropes/Challenge, and Volunteers in Probation. These programs provide resources and support to help juvenile offenders to complete their court-ordered probation conditions or deferred prosecution contracts.

The Early Intervention and Education and Training Services Division consist of Diversion, Specialized Diversion, Rural Youth/School Based Units, Training and Accreditation, and Child Support Probation. These units are responsible for providing early intervention services to juveniles who have been arrested and referred to the Bexar County Juvenile Probation Department. Generally, the younger, first-time offenders receive services in a diversion setting.

The Administrative Support Division is comprised of the Human Resources Office, Clerical, Records Management, Information Management, Fiscal Office, Reimbursement Office, and Facilities Management Services.

The Clinical Services Division oversees the contract between Bexar County and the Center for Health Care Services for delivery of mental health services to youth in the juvenile system. The unit consists of a Clinical Director, funded by Bexar County, and five Therapists and one Office Assistant I funded by a grant.

The Institutions Division is comprised of the Detention Center and the Cyndi Taylor Krier Juvenile Correctional Treatment Center. This division is also responsible for the Intake Unit and the Gang Unit. The operation of these facilities is described in more detail in the Juvenile Institutions Division's section of the budget.

**Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Work Load Indicators:**

Number of Referrals	11,310	11,751	11,751
Number of Children Placed on Formal Probation	1,719	1,414	1,414
Number of Children Placed in Contract Care	183	194	194

**Efficiency Indicators:**

Number of TYC Commitments	195	117	117
Number of Successful Releases from Contract Care	136	123	123
Average Aftercare Case Load	118	120	120

**Effectiveness Indicators:**

Percent Youths Completing Field Probation	83%	84%	84%
Percent of Juveniles Successfully Released from Contract Care and not Readjudicated (6 months)	82%	82%	82%
Number of Cases which Successfully Completed Deferred Prosecution	1,752	1,884	1,884

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$6,857,625	\$7,258,195	\$7,258,195	\$7,521,981
Travel and Remunerations	262,089	313,329	290,196	320,114
Operational Costs	2,381,323	3,099,306	3,019,519	3,033,508
Supplies and Materials	163,969	211,598	222,294	221,210
Capital	0	14,210	14,210	0
Interfund Transfer	195,389	211,317	211,317	208,966
<b>Total</b>	<b>\$9,860,395</b>	<b>\$11,107,955</b>	<b>\$11,015,731</b>	<b>\$11,305,779</b>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 2.6 percent compared to FY 2007-08 estimates. This increase is mainly due to increases in Personnel Services and one authorized program change as described below.
- The Personnel Services group increases 3.6 percent compared to the FY 2007-08 estimates. This represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year and the addition of one program change.
- The Travel and Remunerations group increases 10.3 percent compared to the FY 2007-08 estimates. This increase is required to maintain the same level of service as in FY 2007-08 in FY 2008-09 due to the \$0.10 per mile increase in reimbursement.
- The Operational Costs group increases less than one percent compared to the FY 2007-08 estimates.
- The Supplies and Materials group decreases less than one percent compared to the FY 2007-08 estimates.
- The Interfund Transfer decreases by 1.1 percent compared to the FY 2007-08 estimates. This decrease is due to a decrease in grant personnel costs which results in a proportional decrease in the cash match required.
- The FY 2008-09 Adopted Budget includes one authorized program change at an estimated cost of \$66,298.
  - The program change authorizes the addition of one Mental Health Services Transition Coordinator, (E-05), at an annual cost of \$66,298. This position will be responsible for coordinating out-patient mental health treatment for children in the probation system after they are released from detention.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Administration</b>			
Chief Juvenile Probation Officer	1	1	1
DCPO Early Intervention & Ed Services	1	1	1
DCPO Field Services	1	1	1
Director of Finance and Admin Svcs	1	1	1
Executive Assistant	1	1	1
General Counsel	1	1	1
<i>Total - Administration</i>	6	6	6
<b>Probation</b>			
Accreditation and Training Manager	0	1	1
Assistant Unit Supervisor	9	9	9
Challenge/Ropes Counselor	1	0	0
Contract Coordinator	1	1	1
Fiscal Analyst (1)	0	1	1
Intake Technician	1	1	1
Juvenile Probation Officer	0	20	20
Juvenile Resource Specialist (2)	0	1	1
Juvenile Unit Supervisor	6	6	6
Probation Officer	20	0	0
Office Assistant II (3)	7.5	8	8
Senior Probation Officer (1)&(2)	11	8	8
Training Manager	1	0	0
<i>Total - Probation</i>	57.5	56	56
<i>(1) 2/1/08 Juvenile Board deleted one Senior Probation Officer and reclassified to Fiscal Analyst</i>			
<i>(2) 2/1/08 Juvenile Board deleted one Senior Probation Officer and reclassified to Juvenile Resource Specialist</i>			
<i>(3) 4/1/08 Juvenile Board transferred one full-time OAIL to Probation and one part-time to Support Services</i>			
<b>Support Services</b>			
Aftercare Program Specialist	0	2	2
Challenge/Ropes Counselor	1	2	2
Community Service Restitution Lead Specialist	0	1	1
Community Service Restitution Specialist (6)	0	6	6
CSR Officer	6.5	0	0
Director of Mental Health Services	1	1	1
Internship Unit Supervisor	1	1	1
Lead CSR Officer	1	0	0

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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Manager - Mental Health Services	1	0	0
Mental Health Services Assessment Manager	0	1	1
Mental Health Services Transition Coordinator	0	0	1
Office Assistant II (2)	4	2.5	2.5
Program Aide	2	2	2
Project Manager	1	1	1
Senior Probation Officer (4)	0	3	3
Staff Psychologist (5)	0	1	1
Special Services Supervisor	1	1	1
Victim Services Officer (6)	3	0	0
Victim Services Specialist (7)	0	0.5	0.5
Victim Services Supervisor	1	1	1
<i>Total - Support Services</i>	<i>23.5</i>	<i>26</i>	<i>27</i>

(3) 4/1/08 Juvenile Board transferred one full-time OAI to Probation and one part-time to Support Services

(4) 11/11/07 Juvenile Board reclassified three Juvenile Probation Officers to Senior Probation Officer

(5) 11/11/07 Juvenile Board title change to Staff Psychologist

(6) 11/11/07 Juvenile Board reclassified three Victim Services Officers to Juvenile Probation Officers (Early Intervention)

(7) 11/11/07 Juvenile Board reclassified one part-time Community Services Restitution Specialist to part-time Victim Services Specialist

### **Early Intervention**

Assistant Unit Supervisor	2	2	2
Community Service Restitution Specialist (8)	0	1	1
CSR Officer	1	0	0
Juvenile Probation Officer (4)(6)(9)	0	10	10
Juvenile Unit Supervisor	3	3	3
Mental Health Services Senior Probation Officer ICS	0	1	1
Office Assistant II	2	2	2
Office Assistant IV	1	1	1
Probation Officer	8	0	0
Program Aide (8)	1	2	2
Senior Probation Officer	7	7	7
Substance Abuse Services Manager	1	1	1
<i>Total - Early Intervention</i>	<i>26</i>	<i>30</i>	<i>30</i>

- (4) 11/11/07 Juvenile Board reclassified three Juvenile Probation Officers to Senior Probation Officer  
 (6) 11/11/07 Juvenile Board reclassified three Victim Services Officers to Juvenile Probation Officers  
 (Early Intervention)  
 (8) 11/11/07 Juvenile Board reclassified one Program Aide to Community Restitution Specialist  
 (9) 03/16/08 Juvenile Board reclassified one Juvenile Probation Officer to Assistant Supervisor  
 (Administrative Support)

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Administrative Support**

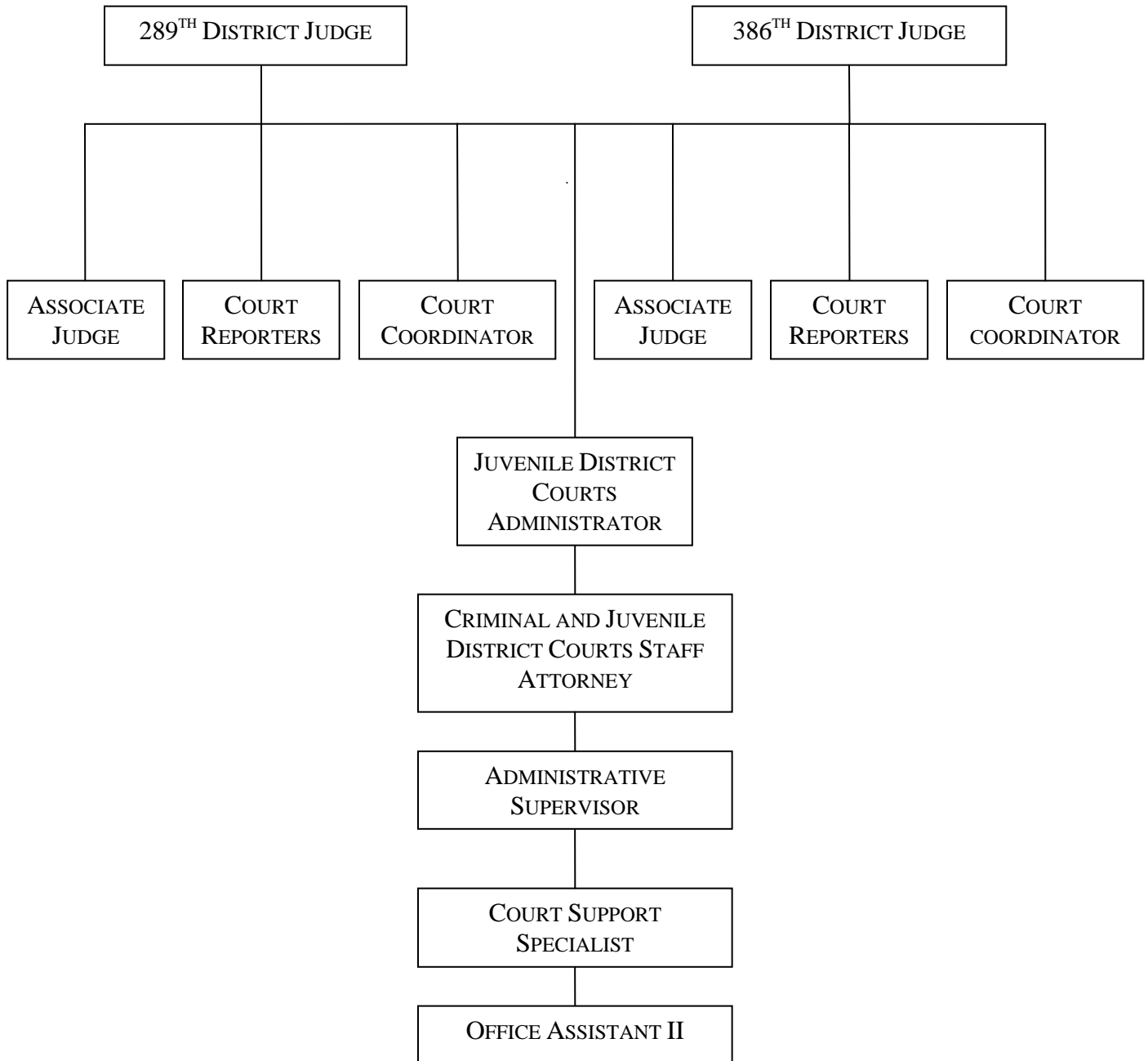
Accreditation & Training Officer	0	1	1
Assistant Supervisor (9)	0	1	1
Clerical Office Supervisor	1	1	1
Court Order Clerk	1	1	1
Information Manager	1	1	1
Juvenile Personnel Technician	0	1	1
Lead Court Order Clerk	1	1	1
Office Assistant I	1	1	1
Office Assistant II	5	5	5
Office Assistant IV	1	1	1
Personnel Technician	1	0	0
Standards Compliance Manager	1	1	1
Statistical Analyst	1	1	1
Training Officer	1	0	0
<i>Total - Administrative Support</i>	<i>15</i>	<i>16</i>	<i>16</i>

- (9) 03/16/08 Juvenile Board reclassified one Juvenile Probation Officer to Assistant Supervisor  
 (Administrative Support)

***Total - Juvenile Probation***                      ***128***                      ***134***                      ***135***

\* Grant funded positions with fringe benefits paid by Bexar County are not shown.

# JUVENILE DISTRICT COURTS



# JUVENILE DISTRICT COURTS

FUND: 001  
AGENCY: 240

**Mission:** The Juvenile District Courts will fairly administer justice in all cases that properly come before them, while disposing of cases in a timely and efficient manner. Our staff will provide immediate, accurate, and beneficial support to the Juvenile District Courts, and citizens who request assistance.

**Vision:** We envision the Juvenile District Courts as leaders in providing all citizens of Bexar County who are involved in the Juvenile Justice system with efficient, appropriate, and equitable court services. Our administrative staff is devoted to developing and maintaining innovative, state-of-the-art support and assistance for the Juvenile District Courts and the citizens of Bexar County whom they serve. We strive to promote quality communication between our courts and all other county departments, while insuring that justice is carried out in the most effective and efficient manner possible.

## Goals and Objectives:

- Provide high quality staff support.
- Facilitate the functions of other court staff to assist in their productivity.
- Handle the administrative duties of the courts in an effective manner.
- Disseminate and communicate all information integral to the effective and efficient performance of the courts.
- Prepare legally correct jury instructions in a timely manner.
- Provide the highest possible level of court services to juveniles and other interested parties.
- Protect the rights of victims of crime.
- Dispose of cases in a timely manner.

**Program Description:** The Juvenile District Courts have two statutorily mandated Juvenile District Courts. The Courts function with two Judges and two full time Associate Judges. These courts adjudicate all cases involving juveniles under 17 years of age who are charged with felony or misdemeanor offenses. The staff processes court appointments of defense attorneys for indigent juvenile respondents, schedules interpreters, prepares jury charges, and distributes legal notices to all necessary parties. In addition to determining if juveniles are in need of supervision or have committed delinquent conduct, the juvenile courts also may certify juveniles for transfer to adult criminal court.

## Judicial Statistics:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Workload Indicators:**

New Cases Filed	5,133	5,646	6,042
Number of Cases Disposed	4,486	5,300	5,650
Detention Hearings Conducted	4,840	5,232	5,660

### **Efficiency Indicators:**

Average Number of Cases Pending per Month	364	470	504
Average Number of Dispositions per Month	374	442	471
Number of Families Interviewed per FTE	1,387	1,218	1,080



FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness Indicators:**

Number of Reversals Based on Charge Preparation

Error	0	0	0
Percentage of Total Cases Disposed of per Year	93%	93%	93%
Percentage of Cases Disposed of in Fewer Than 60 Days	85%	87%	87%

**Other funding received:** The amount of funds awarded to Bexar County for Indigent Defense from the Task Force on Indigent Defense will be allocated by a formula that has been determined by the Task Force. As a point of reference, Bexar County has been awarded grant funds in the following amounts since the inception of the grant:

FY 05 - \$744,015

FY 06 - \$780,874

FY 07 - \$714,070

FY 08 - \$713,661

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$1,211,391	\$1,327,786	\$1,327,785	\$1,345,438
Travel and Remunerations	9,886	12,960	10,460	15,700
Operational Costs	1,101,477	936,010	936,157	981,411
Supplies and Materials	16,686	14,700	14,700	23,350
Capital Expenditures				250,000
<b>Total</b>	<b>\$2,339,440</b>	<b>\$2,291,456</b>	<b>\$2,289,102</b>	<b>\$2,615,898</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 14 percent compared to FY 2007-08 Budget estimate mostly due one time expense being recommended within the Supplies and Materials group as reflected below and funding provided for court renovations.
- The Personnel Services group increases by 1.3 percent from the previous fiscal year estimates. This includes funding for all authorized positions at the same rate as in previous fiscal year and salary increases approved in FY 2007-08.
- The Travel and Remunerations group increases significantly compared to FY 2007-08 Budget estimates. This increase is primarily due to program change funding for visiting judges. Bar dues, previously funded by General Funds have been omitted.
- The Operational Costs group increases 4.8 percent compared to FY 2007-08 budget estimates due to an increase in Court Appointed Attorney Fees to address an anticipated increase in felony case filings.

- The Supplies and Materials group increases significantly compared to FY 2007-08 estimates. The 289<sup>th</sup> District Court will be replacing outdated furnishings currently in place for the 289<sup>th</sup> Associate Judge and installing wall patricians in the pre-trial division. Additionally, Juvenile District Courts will be establishing services with Lexis Nexis for research purposes.
- Capital funding in the amount of \$250,000 is provided for renovations to the Bexar County Juvenile Courts in the Frank Tejada Justice Center.
- The FY 2008-09 Adopted Budget includes one program change for a total annual increase of \$5,150 to provide Visiting Judge services at an estimated 5 days per Juvenile District Court Judge for use in circumstances where the Judge is not available for court.

**Policy Considerations:**

The Juvenile District Courts intend to request legislative support in the establishment of one additional Juvenile District Court during the 81<sup>st</sup> Legislative Session. This request, stemming from a report published by the National Center for State Courts (NCSC) would create a third Bexar County Juvenile District Court. At present the Juvenile District Courts operate with two statutory District Courts and two full-time Associate Judges. If new courts are approved during the Legislative Session, the estimated cost including personnel, technology, and start-up costs is estimated at \$6,646,125. The estimated cost does not include facility or building renovation requirements. Juvenile District Court Administration has indicated that they intend to house the new court, if approved, within an existing court room located at the Juvenile Detention Center.

In July 2008 the Bexar County Juvenile Board Trial Court Committee approved an amendment to the Court Appointed Attorney Fee Schedule increasing flat fee payments to appointed attorneys. Allocated funds for court appointed counsel are budgeted based on current expenditure trends.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Administrative Supervisor	0	1	1
Administrator	1	1	0
Associate Judge	2	2	2
Court Coordinator	2	2	2
Court Interpreter I	1	1	1
Court Reporter	4	4	4
Court Support Specialist	1	1	1
Criminal and Juvenile District Courts Staff Attorney	0	1	1
General Administrative Counsel	0	0	1
Judge	2	2	2
Office Assistant II	2	3	3
Office Assistant III	1	0	0
Staff Attorney	1	0	0
<b><i>Total - Juvenile - District Courts</i></b>	<b><i>17</i></b>	<b><i>18</i></b>	<b><i>18</i></b>

# NON-DEPARTMENTAL – GENERAL FUND

FUND: 001  
AGENCY: 900

**Program Description:** The expenses budgeted in the Non-departmental budget all share a basic similarity--they represent expenses that benefit multiple offices and departments throughout the County. This budgetary approach also serves to streamline the budget and financial accounting processes. Each of the groups of expenditures shown in this budget is described in more detail below.

## Appropriations:

### General Government

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$0	\$0	\$0	\$0
Travel and Remunerations	272,483	180,236	100,000	127,600
Operational Costs	18,433,436	23,274,038	23,617,530	19,612,655
Capital Expenditures	9,540	0	0	0
Interfund Transfer	86,318	135,000	135,000	114,500
<i>Subtotal</i>	<b>\$18,801,777</b>	<b>\$23,589,274</b>	<b>\$23,852,530</b>	<b>\$19,854,755</b>

### Health and Public Welfare

Operational Costs	\$225,827	\$227,782	\$223,751	\$327,782
<i>Subtotal</i>	<b>\$225,827</b>	<b>\$227,782</b>	<b>\$223,751</b>	<b>\$327,782</b>

### Services By Other Agencies

Operational Costs	\$4,416,537	\$4,185,018	\$4,185,018	\$4,996,386
<i>Subtotal</i>	<b>\$4,416,537</b>	<b>\$4,185,018</b>	<b>\$4,185,018</b>	<b>\$4,996,386</b>

### Contingencies

Contingencies	\$0	\$11,852,452	\$0	\$20,168,787
<i>Subtotal</i>	<b>\$0</b>	<b>\$11,852,452</b>	<b>\$0</b>	<b>\$20,168,787</b>

### Other Financing Uses

Interfund Transactions	\$15,358,849	\$9,620,378	\$9,620,378	\$7,471,359
<i>Subtotal</i>	<b>\$15,358,849</b>	<b>\$9,620,378</b>	<b>\$9,620,378</b>	<b>\$7,471,359</b>

**Total Non-Departmental**      **\$38,802,990**      **\$49,474,904**      **\$37,881,677**      **\$52,819,069**

## **Program Justification and Analysis:**

### **General Government**

General Government expenses include various expenditure items that benefit multiple functions within the County's organization and/or the County as a whole. Items budgeted here include advertising expenses, the County-wide outside audit, legal services, legislative services, interpreter services, the County's contribution to other agencies, and fees and dues for associations.

The Non-Departmental - General Government FY 2008-09 Adopted Budget shows a 16.8 percent decrease compared to the FY 2007-08 estimate amount. Decreases in operational costs in General Government are associated with lease payments that will be paid from other debt instruments. Economic development activities are also transferred to the appropriate budget. The Health and Safety group increases due to anticipated increases in the cost of Pauper Burials. Contingencies increase significantly as a result of an increase in the amount the County is obligated for the FY 2008-09 Collective Bargaining agreement with the Bexar County Sheriff's Office. Also included in contingencies is the Human Resources Compensation Plan for County employees.

Funding in the amount of \$127,600 is adopted for travel expenses. Since 2005, Bexar County Judge Nelson Wolff and San Antonio Mayor Phil Hardberger have participated in a City-County relationship with the Peoples Republic of China. This delegation includes representatives from the City and County's Economic Development Departments and the Free Trade Alliance. The delegation's goal is to forge economic relationships with government officials, especially at the provincial and local levels. More importantly, the delegation seeks to strengthen ties with Japan and initiate a future economic relationship with China. China's rapidly growing economy could create important new international trading opportunities for our community. Additional economic development activities are planned for FY 2008-09, including sending delegations to China, Central and South America and Canada.

Funding is provided in the Operational Costs group for the following items:

Funding in the amount of \$228,261 is adopted for lease interest associated with the County's Capital Lease Program. The FY 2008-09 Adopted Budget discontinues the Capital Lease Program and continues to fund these projects utilizing alternative sources. The County remains responsible for payment of the lease interest accrued through past projects.

Funding in the amount of \$40,000 is adopted for pre-sorting services for the County's outgoing mail. Funding in the amount of \$562,212 is provided for security services in the County-owned facilities that do not house courtrooms. Security service for facilities with courtrooms is provided by the Sheriff's Office Law Enforcement Court Security Division.

The FY 2008-09 Adopted Budget includes \$300,000 for consultant services. Countywide initiatives requiring the services of outside consultants are funded from this group.

Funding in the amount of \$500,000 is adopted for Countywide maintenance and repair. This represents half the level of funding as compared to FY 2007-08 estimates. Offices and departments are asked to submit maintenance requests to the Planning and Resource Management Department. These requests are then forwarded to the Infrastructure Services Department where they are analyzed to ascertain costs and time required by project.

Funding for the annual Countywide outside audit is adopted at \$120,700. This represents the same level of funding compared to the FY 2007-08.

Funding for Legal Services is adopted at \$325,000. This represents a 6.7 percent decrease when compared to FY 2007-08 estimates. Legal services are required in preparation for the renewal of the collective bargaining agreement. Funding for Legislative Services line item decreases to \$201,000, a 16.4 percent overall decrease. This funding represents payment to Bexar County lobbyists for the Legislative Session in FY 2008-09. The Marketing Service line item is adopted at \$50,480 to fund promotional advertisements of Bexar County in National Magazines.

Funding in the amount of \$192,000 is adopted in the financial services line item for the total expense associated with the County's financial advisor's services. Funding for Banking Services is also adopted at \$154,996 to pay fees associated with the County's Bank Depository contract and lockbox services for the County Auditor.

The General Government group also appropriates \$210,000 in funding for the Education Incentive Program and \$65,000 for the Employee Assistance Program. Funding in the amount of \$260,000 is provided for transportation initiatives for the VIA Bus "Big Pass" Program that offers free bus rides to County employees by showing a County ID card. It also allows for a one-day Bus Pass for Jurors and vanpool subsidies. Funding in the amount of \$121,000 is adopted for County-wide training. Funding in the amount of \$103,000 is provided to hire an outside consultant to assist with the Sheriff's promotional testing program. Recruitment Services line item is adopted in the amount of \$10,000 to assist the county in recruiting highly qualified personnel. Training Services are also adopted in the amount of \$7,000 for classes conducted by outside trainers.

Also adopted is funding in the amount of \$232,800 in contracted services to fund the fee for performing the Census, the 4<sup>th</sup> Administrative Judicial Review Assessment, and the Joint Land Use Study.

Funding for various association fees is adopted in the General Government group in the amount of \$238,930, and includes the Alamo Area Council of Governments, the National Association of Counties, the Texas Association of Counties, the Texas Conference of Urban Counties, the South Texas County Judge and Commissioners Association, the Greater Austin-San Antonio Corridor Council, the San Antonio Mobility Coalition, and the Austin-San Antonio Intermunicipal Commuter Rail District.

The Non-Departmental Adopted Budget provides funding in the amount of \$1,202,600 for outside agencies. The FY 2008-09 Adopted Budget recommends contributions to 26 outside agencies that provide important social and environmental services, education programs, economic development initiatives, and other services for Bexar County citizens.

The FY 2008-09 Adopted Budget includes \$9,418 for the Historical Commission, \$1,200 for the Texas State Guard, and \$183,059 for Guardianship Services.

Also included in the Non-Departmental budget is funding in the amount of \$1.6 million for the County's liability insurance, \$750,000 for the City/County Joint Radio Project, and \$1,625,796 for costs associated with the appraisal of property in Bexar County.

The County is paid by the GEO Group to lease the jail facility that houses federal inmates. Previously, only net revenue to the County was recognized. The County Auditor's Office has determined that both the expenses and revenues should be recognized. Therefore, the expense associated with the GEO Group is now included in the Non-Departmental Budget. Funding in the amount of \$9,900,000 is adopted for this expense.

Funding in the amount of \$80,970 is adopted in the Operating Reserve set aside for Countywide issues and related expenses.

The FY 2008-09 Adopted Budget for the General Government includes an interfund transfer to Grants-In-Aid in the amount of \$114,500 for the purchase of bullet proof vests for various participating Bexar County Law Enforcement Agencies.

### **Health and Public Welfare**

The Burial Services line item provides funding for the cost incurred to provide burial services for indigent Bexar County residents. The FY 2008-09 Adopted Budget recommends \$327,782 for these burial services.

### **Services by Other Agencies**

Services budgeted here include those provided by the City of San Antonio to Bexar County citizens.

Services offered through the City of San Antonio include use of library facilities, environmental and food service vendor inspections, and animal control. These reimbursement amounts, set by contracts, have been based on the per capita cost to the City for providing the services to citizens residing in the areas of the County outside the City of San Antonio.

The library contract provides that the County pays a proportionate share of the total library costs based on the number of non-City of San Antonio residents using the library as a percent of the total usage. For FY 2008-09, the estimated annual cost of library services is \$3,521,337 and is based on approximately 15 percent of the total usage.

The City of San Antonio provides Environmental Health Services for the residents of unincorporated Bexar County on a fee for services basis. These services include environmental health inspections, food establishment permits, and food inspections. For FY 2008-09 a total amount of \$125,049 is adopted.

The City of San Antonio provides animal control services in the unincorporated areas of Bexar County. The County pays for these services in two ways. First, the County fully funds four Animal Control Officers, including vehicles. These four officers pick up animals only in the unincorporated areas. In addition, the County pays for kenneling, rabies observation and euthanasia as a percent of the total usage. For FY 2008-09, \$600,000 is adopted for animal control in the unincorporated areas of Bexar County.

Additionally funded in this appropriation is \$750,000 for the Center for Health Care Services to assist with providing sobriety services at their new facility.

### **Contingencies**

Items budgeted under Contingencies vary widely in scope and purpose and change from year to year. These expenditures include salary increases approved by Commissioners Court, funds for operating offices and departments set aside pending completion of new initiatives, and undesignated funds.

Funding in the amount of \$100,000 is adopted for performance review recommendations. The FY 2008-09 Adopted Budget includes \$500,000 in Contingencies in the fuel and utility price stabilization line item for anticipated increases in vehicle, fuel and oil, and energy costs during FY 2008-09. The Revenue Stabilization line item includes \$1,622,035 and the Expenditure Stabilization line item includes funding in the amount of \$1,622,035 for possible revenue and expenditure changes that may arise as a result of new business processes, unfunded mandates, or unanticipated departmental expenditures during FY 2008-09.

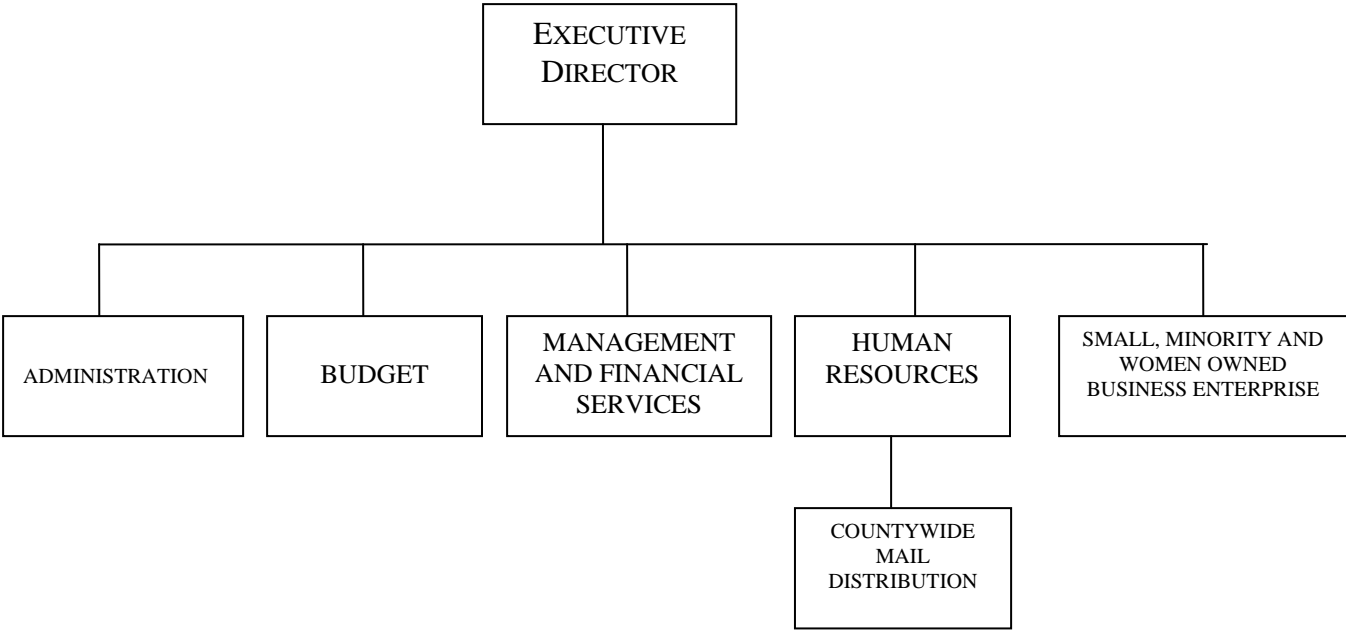
Other items placed in contingency funding include Countywide Compensation Plan implementation in the amount of \$5,132,693, \$3,810,705 allocated for Collective Bargaining Obligations, and funding for Residential Child Care for the Juvenile Detention Department in the amount of \$1,600,000. Funding in

the amount of \$499,293 is allocated for County's Mental Health program and all related positions. This represents one half of the programs costs. It is recommended the Commissioners Court review the program's progress in meeting its goals and objectives in March, 2009, and if appropriate, either allocate the remaining funds, cancel the program, or change the scope and the size of the program. Also included is a Contingency in the amount of \$285,000 for a Technology Center Contingency. The FY 2008-09 Adopted Budget includes \$4,997,026 in undesignated funds.

**Interfund Transfers**

The Interfund Transfers portion of this budget proposes transfers from the General Fund to other County funds in the amount of \$7,471,359. In FY 2008-09, the General Fund supports four other funds: \$92,824 for the Dispute Resolution Fund, \$4,240,000 to the Farm to Market Lateral Road Fund, and \$638,535 for the Courthouse Security Fund, and \$2,500,000 to the OPEB Fund for GASB 45.

# PLANNING AND RESOURCE MANAGEMENT





# PLANNING AND RESOURCE MANAGEMENT (PRM)

FUND: 001  
AGENCY: 112

**Mission:** Serving Bexar County, adding value, delivering results.

**Vision:** Our customers will see PRM as valued partners in making Bexar County the government of choice. We will be leaders in providing financial, management, and human capital services.

## **Goals and Objectives:**

- Create and support an environment focused on planning, strategic and innovative thinking, practical solutions and accountability.
- Strengthen Bexar County's financial position.
- Continuously improve business practices.
- Attract, develop, motivate and retain a productive and diversified workforce.
- Strengthen Bexar County's Civil Service processes to ensure quick and equitable resolution to employee grievances.
- Accomplish goals in the most cost-effective manner for Bexar citizens.

## **Program Description:**

The Planning and Resource Management Department consists of five divisions: Administration, Budget, Management Financial Services, Human Resources, and Small, Minority and Women Owned Business Enterprise (SMWBE).

The Executive Director provides overall direction to the Planning and Resource Management Department. The Administration Division provides general administrative support department wide and facilitates departmental planning, scheduling, and coordination of daily operations.

The Budget Division's functions include preparing and presenting the annual County operating and capital budget for approval by Commissioners Court. It has responsibility for monitoring departmental appropriations and expenditures and preparing fiscal assessments/notes and budgetary transfers as required. The Budget Division is responsible for monitoring the performance measures submitted by County departments to evaluate effectiveness and efficiency of programs. The Budget Division ensures that its recommendations are based on accurate information and analyses by maintaining a strong emphasis on validation of data between the budget system, the County Financial Management System, the County Human Resources Information Systems, and data generated by County departments and offices. The division is annually responsible for coordinating the development of the County's Long Range Financial Forecast and providing quarterly updates to Commissioners Court regarding current year expenditures.

The Management and Financial Services Division is responsible for cost analyses, debt service schedules, economic analyses, and County financial plans. The division will assist offices and departments with identification of pertinent performance measures, evaluate quarterly performance and financial reports, and make recommendations to management on appropriate courses of action to improve organizational performance and increase operational efficiency. This division will be called upon in a consultative capacity to assist County managers in exploring and seeking new opportunities to reduce operating costs

and increase revenue generation. In addition, the division will continue to provide special studies/projects including conducting organizational reviews, productivity analyses and management studies as directed by Commissioners Court. This division is also responsible for the collection of court costs and fine revenue.

The Human Resources Division is responsible for the development and administration of County personnel policies and procedures to assure compliance with the federal and state laws and County regulations. This division: 1) oversees Employee Relations activities, including collective bargaining; 2) develops and implements Bexar County compensation policies; 3) administers Bexar County employee health insurance, workers compensation, Family and Medical Leave Act, sick leave pool, and County-wide training; 4) oversees the recruitment, examination, and certification process for employment candidates and administers the County's Civil Service Program including providing direct support to the Bexar County Civil Service Commission; and 5) manages the County Human Resources Information System (CHRIS), providing project management through full implementation, including technical support, training, system upgrades, and integration with other Bexar County systems.

Bexar County Central Mail collects and distributes interoffice mail for County offices and departments, as well as providing outgoing U.S. Postal Service mail collection, metering, and delivery to the U.S. Postal Service. The Central Mail office also advises County offices and departments on ways to save money on postage, while still meeting mission needs of speed, reliability, security, and verification.

The Bexar County Civil Service Commission has the authority to adopt, publish, and enforce rules regarding: 1) selection and classification of County employees; 2) competitive examinations; 3) promotions, seniority, and tenure; 4) layoffs and dismissals; 5) disciplinary actions; 6) grievance procedures; and 7) other matters relating to the selection of County employees and the procedural and substantive rights, advancement, benefits, and working conditions of County employees. For the Sheriff's Civil Service, the Civil Service Commission ensures the rights of employees during internal investigations. The Commission serves as an appellate body responsible for the adjudication of appeals within the Civil Service System.

The Small, Minority and Women Owned Business Enterprise (SMWBE) Division is designated the office responsible for the implementation, monitoring, and general operations of the SMWBE policy requirements. In addition, all County offices, funded entities and facilities are required to identify a liaison to assure compliance with the County's goals and to coordinate with the SMWBE Program Office. The SMWBE Program Office is responsible for the overall administration of the County's SMWBE Program. The County, its contractors, their subcontractors and suppliers, as well as all vendors of commodities, equipment, professional and personal services, maintenance and construction, shall not discriminate on the basis of race, color, religion, national origin, disability, gender or sexual orientation in the award and/or performance of contracts. All individuals and entities doing business, or anticipating doing business, with Bexar County are encouraged to support and implement a program designed to achieve the goal of establishing equal opportunity for all of the citizens of Bexar County. SMWBEs for the purpose of this policy are companies with a certification designation from an authorized certification agency as a woman, small or minority group certification, such as Historically Underutilized Business (HUB), or Disadvantaged Business Enterprise (DBE), or Minority Business Enterprise (MBE), or Women Owned Business Enterprise (WBE), or Small Business Enterprise (SBE) recognized and approved by Bexar County Commissioners Court.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Number of Budgetary Units Monitored	72	88	90
Special Projects Completed	5	10	12
County Revenue Collected	\$9.5 M.	\$9.85 M.	\$10.5 M.
Amount of Funds Invested as of December 31	\$191 M.	\$321 M.	\$337 M.
Number of Referrals to and by SMWBE Program for Certification or Renewal	16,000	15,000	15,000
Number of Workers Compensation Cases Filed	470	404	420
Postal Mail volume per Central Mail Staff	281,945	302,342	313,559
<b>Efficiency Measures:</b>			
Budgetary Dollars Monitored per Analyst	\$103M	\$136M	\$148M
Cost of Collections per \$1 Collected	\$0.046	\$0.048	\$0.047
Number of HR Staff per 100 employees	0.51	0.48	0.46
Percent Salary Cost Growth	4.1%	4.1%	4.0%
Percent of Health Plan Cost Growth	4.15%	16.21%	11.01%
<b>Effectiveness Measures:</b>			
Percent of Total Budget Dollars Monitored per Analyst	14%	12.5%	12.5%
County's Bond Rating	AA+	AA+	AA+
% SMWBE Program Contacts Awarded Prime Contract Work	N/A	20%	30%
% of Employees with access to Employee Self- Service System	45%	54%	60%
Percent of Postal Mail Volume Growth	-8.7%	5.0%	3.7%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$3,326,942	\$3,866,746	\$3,729,153	\$3,870,454
Travel and Remunerations	114,840	159,015	153,865	153,440
Operational Costs	431,361	940,423	937,730	912,017
Supplies and Materials	230,980	432,444	430,108	434,351
Capital	12,845	39,650	39,650	32,150
Interfund Transfer	7,933	0	0	0
<b>Total</b>	<b>\$4,124,901</b>	<b>\$5,438,278</b>	<b>\$5,290,506</b>	<b>\$5,402,412</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 2.11 percent increase over FY 2007-08 estimates. This increase results primarily from full funding for personnel.
- The Personnel Services group increases 3.8 percent over FY 2007-08 estimates. The personnel appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year. Also included is additional temporary funding appropriated within the Management and Financial Services Division to address the need for a front desk clerk in the Collections Department.
- The Travel and Remunerations group represents a slight decrease compared to the FY 2007-08 estimates. Funding for technical training for programmers and support staff for the County’s Human Resources Information System is in this group. Also employee development and required training is also authorized for all divisions within the Department.
- The Operational Costs for FY 2008-09 represent a 2.7 percent decrease from the FY 2007-08 estimates. Facility upgrades to Heritage Plaza offices were completed in FY 2007-08 therefore further funding for this project is not required in the Adopted FY 2008-09 Budget.
- The Supplies and Materials group increases slightly when compared to the FY 2007-08 estimates. \$250,000 is required for computer software for the CHRIS system. Increased funding is also adopted for critical supplies and materials needed to support County-wide mail distribution operations.
- The Capital Expenditures group includes \$32,150 recommended to support hardware and memory upgrades for the CHRIS system.
- Two Program Changes are adopted at a cost savings of \$90,208.
  - The first recommended program change is the deletion of one Collections Assistant Supervisor (NE-08) because of decreased revenues received in collections.
  - Deletion of one Office Assistant III (NE-04) from the Management and Financial Services Division is also approved because of decreased revenues received in collections.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Administration</b>			
Executive Director/Budget Officer	1	1	1
Office Assistant III	0	1	1
Office Assistant IV	1	1	1
PRM Operations Manager	1	1	1
PRM Administrative Supervisor	1	1	1
Organizational Development and External Relations Specialist	0	1	1
<b>Total Administration</b>	<b>4</b>	<b>6</b>	<b>6</b>

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Budget**

Analyst	4	4	4
Budget Administrator	1	0	0
Budget Manager	1	1	1
Contract Compliance Analyst	1	0	0
Senior Analyst	3	4	4
<b>Total Budget</b>	<b>10</b>	<b>9</b>	<b>9</b>

**Management and Financial Services**

Collections Assistant Supervisor	1	1	0
Collections Coordinator	1	1	1
Collections Specialist	7	7	7
Office Assistant III	1	1	0
Management and Financial Services Manager	1	1	1
Senior Analyst	2	3	3
Strategy and Performance Planner	1	1	1
<b>Total Management and Financial Services</b>	<b>14</b>	<b>15</b>	<b>13</b>

**Human Resources**

Analyst – Human Resources**	3	3	3
ABAP Programmer	1	1	1
Basis Administrator	1	1	1
Benefits Administrator*	1	1	1
CHRIS Support Specialist	3	3	3
CHRIS Coordinator	0	1	1
Civil Service Coordinator	1	1	1
Compensation Coordinator	1	1	1
Employee Relations Administrator	1	1	1
Human Resources and CHRIS Manager	1	1	1
Human Resource Technician	2	2	2
Human Resources Technician II	1	1	1
Human Resources Training and Development Specialist	1	1	1
Human Resources Services Manager	0	1	1
Office Assistant III	2	1	1
Senior Analyst – Human Resources	2	2	2
Senior CHRIS Support Specialist	1	0	0

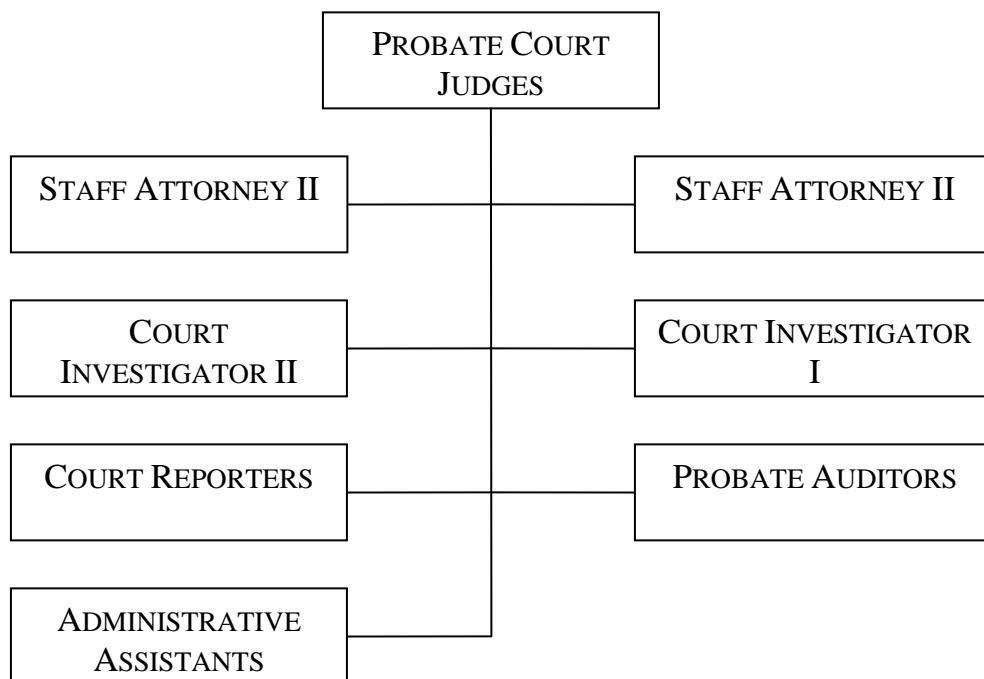
	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Workers Compensation Specialist*	1	1	1
Employee Clinic & Wellness Coordinator*	0	1	1
<b>Total Human Resources</b>	<b>23</b>	<b>24</b>	<b>24</b>
 <b>SMWBE</b>			
SMWBE Program Manager	1	1	1
SMWBE Analyst***	2	3	3
<b>Total –SMWBE</b>	<b>3</b>	<b>4</b>	<b>4</b>
 <b>County-wide Mail Distribution</b>			
Mail Courier I	3	3	3
Mail Courier II	1	1	1
Mailroom Supervisor	1	1	1
<b>Total County-wide Mail Distribution</b>	<b>5</b>	<b>5</b>	<b>5</b>
 <b>Total – Planning and Resource Management</b>	 <b>59</b>	 <b>63</b>	 <b>61</b>

\* Funding for this position is provided in the FY 2008-09 Workers Compensation Fund Budget

\*\* Funding for the Benefits Administrator and one Analyst- Human Resources is provided in the FY 2008-09 Health and Life Insurance Fund

\*\*\*Funding for one Analyst for SMWBE is provided in the FY 2008-09 Community Venues Program Office

# PROBATE COURTS



# PROBATE COURTS

FUND: 001  
AGENCY: 226

**Mission:** To provide appropriate, effective and responsive court services and judicial supervision to probate, estate administration, guardianship, mental health and eminent domain proceedings, in a fair and equitable manner, complying with the Texas Probate Code, Texas Trust Code, Texas Property Code, Texas Mental Health Code, the Code of Judicial Conduct and all other laws of the State of Texas and the United States.

**Vision:** To be the forum for the efficient administration of decedents' estates and for the resolution of any issues or litigation incident to a decedent's estate; oversight and protection of incapacitated persons through creating and monitoring guardianships of the person and/or estate; protection of the constitutional rights of persons for whom court ordered mental health services are sought; and oversee the orderly acquisition of private property for a public purpose in eminent domain proceedings.

## **Goals and Objectives:**

- To provide an accessible and equitable justice system that is responsive to the citizens appearing before the court and to the community in general.
- To promote public safety and well being.
- To oversee the administration of the estates of deceased and incapacitated persons.
- To protect individual rights and provide justice to all citizens, particularly the mentally ill, incapacitated persons and the heirs/devisees of deceased persons.
- To provide quality service to all citizens appearing before these courts.

**Program Description:** Probate Courts 1 and 2 are Statutory Probate Courts as defined in the Texas Probate Code. A Statutory Probate Court has jurisdiction over all matters or proceedings relating to the estate of a decedent. These courts hear all applications, petitions and motions filed in connection with the administration of decedents' estates – including (but not limited to) admitting wills to probates, oversight of dependent administrations, heirship proceedings, review and approval of inventories, annual accounts and the distribution of estates. Probate Courts also hear applications, petitions and motions filed in connection with the administration of guardianships of incapacitated persons and minors, including (but not limited to) annual accounts, annual reports on condition and well-being of the ward, and sales of real and personal property. These Courts preside over matters involving interviews, testamentary or charitable trust including contests, trust modification and/or termination. All cases involving civil commitments including warrants, orders for protective custody, orders for commitment and administration of medication are heard in the Probate Courts, as well as all non-jury and jury trials involving any of the aforementioned applications, motions or petitions. Probate Courts also preside over all lawsuits appertaining and incident to estates (descendants and guardianships) including any type of civil litigation such as will contest, personal injury lawsuits, suits for property damage, forcible entry and detainer, wrongful death, breach of fiduciary duty, divorce, custody determination and adoption. In addition, the Probate Courts appoint commissioners in eminent domain proceedings and preside over eminent domain appeals.



**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Decedent's Estates Filed	4,117	4,200	1,250
Guardianships Filed	285	350	350
Mental Health Cases Filed	3,716	3,450	3,500
Eminent Domain Cases Filed	68	25	25
<b>Efficiency Indicators:</b>			
Average Number of Hearings Per Week			
Probate	90	92	95
Mental Health	145	144	150
Average Number of Accounts Reports			
Audited per Week	85	90	95
Average Number of Cases Reviewed per Week	204	210	215
<b>Effectiveness Indicators:</b>			
Show Cause Orders Issued	50	50	40
Court Initiated Guardianships	17	20	35
Cases Appealed as Percentage of Total Cases Filed	.0015%	.0010%	.0010%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,264,023	\$1,537,270	\$1,513,212	\$1,631,926
Travel and Remunerations	23,080	25,500	22,071	26,500
Operational Costs	346,484	244,047	227,966	175,138
Supplies and Materials	3,108	3,000	3,000	4,500
<b>Total</b>	<b>\$1,636,695</b>	<b>\$1,809,817</b>	<b>\$1,766,249</b>	<b>\$1,838,064</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects a 4.1 percent increase over FY 2007-08 estimates.
- The Personnel Services group increases 8 percent from the FY 2007-08 estimates. This includes funding for all authorized positions at the same level as last fiscal year and twelve months of funding for two Attorney II Mental Health Public Defenders previously funded for five months. Salary adjustments granted during FY 2007-08 are funded by Probate Discretionary Fund.
- The Travel and Remunerations group increases by 20 percent compared to the FY 2007-08 estimate. This increase is due to the incorporation of Probate Education Expenses line item for continuing education expenses incurred by Probate Judges and local mileage needs for the two Attorney II Mental Health Public Defenders.

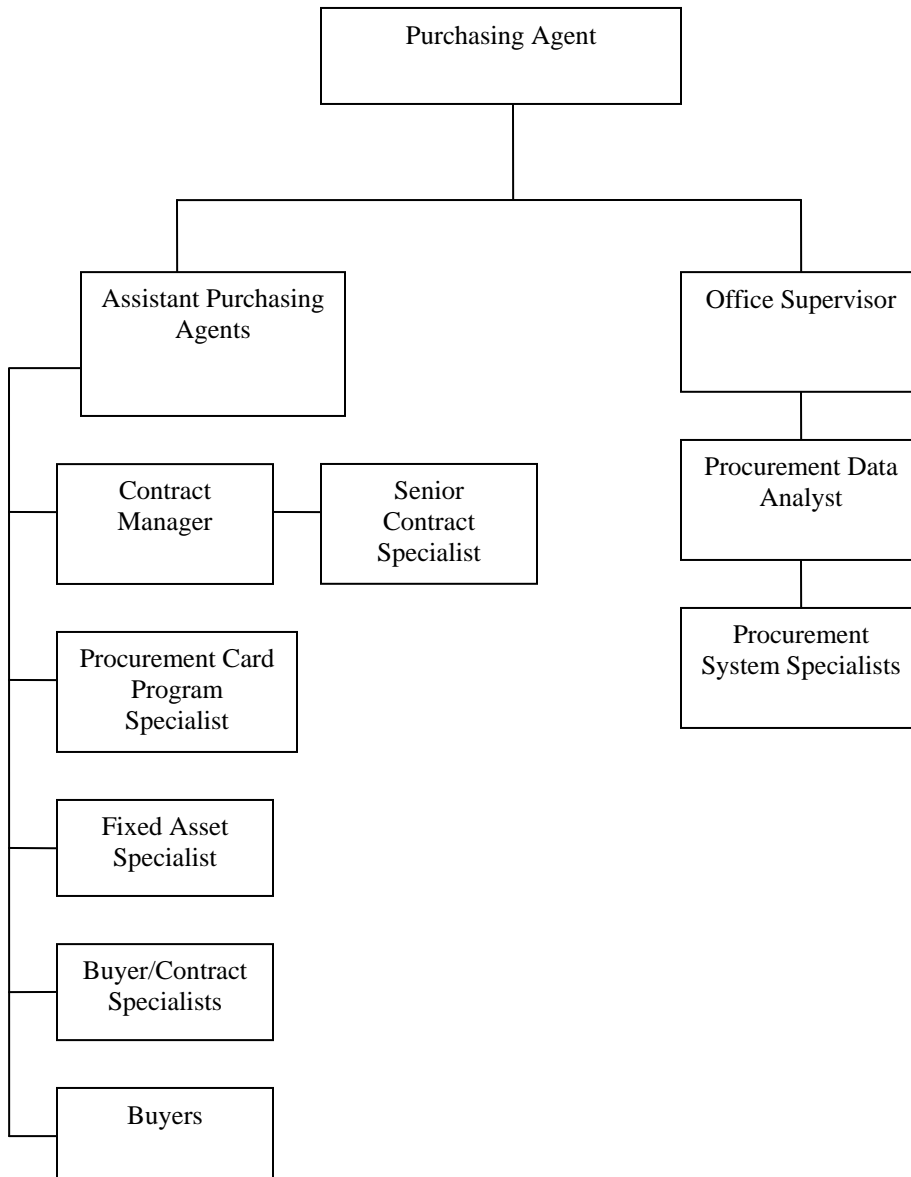
- The Operational Costs decreases 23 percent compared to FY 2007-08 budget estimate. This is due to the Department's anticipated decrease in Court Appointed Attorney fee expenditures as a result of the creation of the Mental Health Advocacy Program and the new restricted \$20 filing fee to be used to fund cases where the court appoints guardianship counsel. The revenue generated from the \$20 fee will offset Court Appointed Attorney expenditures that would otherwise be paid entirely by General Funds.
- The Supplies and Materials group increases by 50 percent compared to FY 2007-08 estimates. This is attributed to full year needs for the Mental Health Advocacy Program.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Associate Judge	0	1	1
Court Reporter	1.6	1.6	1.6
Judge	2	2	2
Probate Court Administrative Assistant*	2	2	2
Probate Court Assistant Auditor*	2	2	2
Probate Court Auditor*	2	2	2
Probate Court Investigator*	1	1	1
Court Investigator II*	1	1	1
Probate Court Staff Attorney II*	2	2	2
<b>Total – Probate Courts</b>	<b>13.6</b>	<b>14.6</b>	<b>14.6</b>

\* Salary increases addressed in FY 2007-08 funded by Probate Discretionary Funds

# PURCHASING



# PURCHASING

FUND: 001  
AGENCY: 109

**Mission and Vision Statement:** The Bexar County Purchasing Department is to be recognized by customers for delivering exceptional value-added results by being an organization committed to a cost-effective, value added service that leverages the County's spending power and common work practices to deliver the lowest total cost of acquisition and best supplier performance.

The Purchasing Department will pursue superior customer service and ensure customers know we have provided value and met or exceeded all their expectations and business requirements. Each individual in our department is responsible for adopting a "Helpful Attitude" approach to customer service, product delivery, and representing Bexar County.

Building customer relationships is vital to achieving the Purchasing Department goals. This includes ensuring the customer is thoroughly supported, kept informed at all times, and that we understand the customer's expectations, meet those expectations, and manage the acquisition process to those expectations.

## **Objectives:**

- To effectively and efficiently purchase goods and services in support of all County departments and offices.
- To enforce policies and procedures which maintain competition and integrity in the County purchasing process.
- To treat all vendors in an equitable manner and provide opportunities for all to bid.
- To achieve direct cost savings, cost avoidance, or reduction of expenses in the cost of procuring goods and services.
- To accurately track, inventory, and report the use of the County's fixed and controlled assets.
- To provide contract administration assistance.
- To actively support the County SMWBE program initiatives.

**Program Description:** The Purchasing Agent, appointed by the Purchasing Appointment Board, supervises all purchases made by the County by competitive bids or proposals, and directly procures all supplies, equipment, and services, except real property and professional services. The Purchasing Agent also maintains the County's fixed assets inventory, transfers supplies, materials and equipment as necessary within the County, and disposes of surplus property by auction or competitive bid. An annual report is prepared and submitted to the Purchasing Appointment Board, which consists of three District Judges and two members of Commissioners Court. The Board has also designated the Purchasing Agent as the County's Disadvantaged Business Enterprise (DBE) Coordinator. Planning and coordinating the purchase of furniture, fixtures and equipment for major capital projects are the Purchasing Department's responsibility as well. The Commissioners Court has designated the Assistant Purchasing Agent as the County Recycling Coordinator.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
Requisitions Processed	12,264	15,600	14,000
Purchase Orders Issued	6,885	9,000	8,000
Fixed & Controlled Assets Inventoried	11,000	12,000	15,000
<b>Efficiency Measures:</b>			
Days to Process Informal Requisitions	3	5	4
Days to Process Formal Requisitions	69	81	52
<b>Effectiveness Measures:</b>			
Total Purchase Dollars	\$75,482,262	\$201,900,000	\$120,000,000
Non Traditional/High Risk Contracts	N/A	\$137,900,576	\$80,000,000
Total Purchasing Card Dollars	\$2,264,194	\$1,700,000	\$2,500,000

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$943,447	\$1,030,752	\$1,004,905	\$1,007,526
Travel and Remunerations	6,884	11,044	11,094	11,096
Operational Costs	54,681	74,772	72,996	89,262
Supplies and Materials	12,807	20,403	19,596	19,585
Interfund Transfer	721	0	0	0
<b>Total</b>	<b>\$1,018,540</b>	<b>\$1,136,971</b>	<b>\$1,108,591</b>	<b>\$1,127,469</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 1.7 percent compared to the FY 2007-08 estimates.
- The Personnel Services increases slightly from the FY 2007-08 estimates representing full funding of authorized positions based on the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Travel and Remunerations group increases slightly compared to FY 2007-08 estimates.
- The Operational Costs group increases by 22.3 percent compared to FY 2007-08 estimates. This increase is primarily due to the copier rental line item and the cost associated with a contract for fixed assets.

- The Supplies and Materials group decreases slightly compared to FY 2007-08 estimates.
- One program change is adopted for FY 2008-09.
  - This program change deletes one Procurement Data Analyst (NE-07), which results in a savings of \$31,308.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Administrative Clerk I	1	0	0
Assistant Purchasing Agent	2	2	2
Buyer	2	3	3
Buyer/Contract Specialist	4	4	4
Fixed Assets Specialist	1	1	1
Junior Buyer	1	0	0
Office Supervisor	1	1	1
Procurement Card Program Specialist	1	1	1
Procurement Data Analyst	0	2	1
Procurement Systems Specialist	2	2	2
Purchasing Agent	1	1	1
Senior Contract Specialist	1	1	1
Contract Manager	1	1	1
<b><i>Total - Purchasing</i></b>	<b><i>18</i></b>	<b><i>19</i></b>	<b><i>18</i></b>

# SHERIFF'S OFFICE

SHERIFF

CHIEF DEPUTY

PROFESSIONAL STANDARDS & INTEGRITY

FLEET MAINTENANCE

APPLICANT PROCESSING

SUPPORT GROUP

CENTRAL RECORDS

CRIMINAL INVESTIGATIONS

COURT SECURITY

PATROL DIVISION

SHERIFF'S ACADEMY

JUDICIAL SERVICES

ADULT DETENTION CENTER

INMATE FISCAL SERVICE / PROGRAMS

SUPPORT SERVICES

HOMICIDE

COURT SECURITY CENTRAL HOLD

PATROL SUBSTATIONS

PATROL SUBSTATIONS

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WORK RELEASE

BANKING

BUDGET

PROPERTY

MENTAL HEALTH

COMMUNITY ACTION PROGRAM

DET OFF TRAINING

LE TRAINING

CLERKS

CLERKS

CLASSIFICATION

COMMISSARY

COLLECTIVE BARGAINING

NARCOTICS / VICE

DMOT

STREET CRIMES

FIREARMS PROFICIENCY /

EXTRADITIONS

WRITS & EXEC

LAUNDRY / CLOTHING

PERSONNEL

AUTO THEFT

COMMUNITY POLICING

GRANTS MANAGEMENT

SUBPOENAS

BAIL BOND COORD.

INTAKE / RELEASE

TECHNICAL SERVICES

BURGLARY

TRAFFIC

ART / G.E.D.

BUSINESS OFFICE

UTILITY

LAW LIBRARY

WAREHOUSE

COLD CASE

OPERATIONS

COMPUTER FORENSICS

HUMAN SERVICES

TRAFFIC INVESTIGATION

VIOLENT CRIMES

SEX OFFENDER REGISTRATION

CRIME PREVENTION

HUMAN TRAFFICKING

ASSET SEIZURE

CRIME SCENE UNIT

CRIME ANALYSIS / INTELLIGENCE

# SHERIFF - ADULT DETENTION

FUND: 001  
AGENCY: 350

**Mission:** The mission of the Bexar County Adult Detention Center is:

To deliver detention services and conduct operations necessary for the protection of society, provide a safe environment to the staff working in the building, and maintain the proper well being of incarcerated persons.

To provide an environment for incarcerated persons in which correction of behavior is possible if the individual so desires. Such an environment shall include the protection of the incarcerated person from victimization within the facility.

To provide an environment for incarcerated persons that maintains the appropriate due process and internal legality necessary to protect an individual's constitutional rights.

To return the offender to society in a condition (physically, mentally or any other manner) that is no worse than when the prisoner came into the facility.

To develop and maintain a competent, stable, motivated workforce dedicated to excellence.

To provide information to the courts, upon request, to ensure proper decisions are reached when sentencing criminals.

To provide the necessary levels of security, appropriate inmate classification, staff support, and training to safely accomplish the preceding objectives.

**Vision:** The Bexar County Adult Detention Center envisions a fully staffed modern system consisting of a multi-complex facility that house over 4,200 prisoners as the leader in the nation of innovative programs. These programs provide necessary and mandated services for incarcerated individuals, result in the efficient use of staff, provide outstanding services to the public, and provide an increase of revenue to offset operating costs.

## **Goals and Objectives:**

- To keep open and fully staff all units of the Annex Expansion to keep our rated capacity at 4,390 beds.
- To maintain compliance with the Texas Commission on Jail Standards.
- To enhance community relations through communication and participation.
- To be accountable to the taxpayers and customers by being responsive to their needs.
- To aggressively recruit for detention officer posts.

**Program Description:** The Bexar County Sheriff is the keeper of the jail and detention center. The Sheriff appoints a Jail Administrator to supervise, direct, and control the daily operation of this adult detention system that includes a Main Jail, Annex, and Annex Expansion facilities that can house over 4,200 inmates. The Sheriff's Office provides continuous 24 hours per day 365 days per year services in accordance with the Texas Commission on Jail Standards. Functions and activities include:

- Provide a safe and suitable environment for all staff, visitors, and incarcerated men and women
- Fingerprint, photograph, and process all inmates



- Store all property brought in by inmates for safekeeping
- Provide staff appropriately trained and certified by the State of Texas to administer continuous supervision of all inmates within the facilities
- Provide nutritious meals, a clean and sanitary living environment, clean uniforms, and underclothes to all incarcerated individuals
- Provide a law library, rehabilitative programs, and indoor and outdoor recreation to inmates
- Deliver over 100,000 pieces of incoming and outgoing mail per month for inmates and Sheriff's Office personnel
- Make proper housing assignments to keep hardened criminals apart from first time offenders and segregated gang members. Identify those inmates who will be housed in the general population. This is done by a classification system that gathers data on each inmate and uses that data to make housing assignment decisions
- Manage work programs that reduce the costs associated with maintaining the detention facilities and give inmates the opportunity to make money to pay back child support payments and fines
- Provide service through Jail Industries using inmate labor to do work in County owned properties

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Work Load Indicators:**

Total Number of Inmates Booked	75,611	81,675	85,758
Total Number of Inmates Released	75,050	77,511	81,758
Total Number of Inmates Completing Electronic Monitoring and Work Release	1,966	2,245	2,550

**Efficiency Indicators:**

Average Daily Inmate Population	4,138	4,262	4,390
Average Number of Hours to Release Inmates	5.5	6.5	7.5
Average Number of Inmates Completing Electronic Monitoring and Work Release per Month	164	187	212

**Effectiveness Indicators:**

Total Number of escapes	0	1	0
Cost Avoidance to Country from Electronic Monitoring	\$262,800	\$400,500	\$540,000
Authorized Bed Capacity	4,294	4,390	4,598

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$47,484,112	\$49,742,890	\$49,715,542	\$50,543,362
Travel and Remunerations	11,330	12,900	10,900	10,900
Operational Costs	5,482,245	4,851,033	4,839,355	4,494,938
Supplies and Materials	1,409,825	1,598,857	1,619,724	1,611,439
Capital Costs	0	7,100	7,039	0
<b>Total</b>	<b>\$54,387,512</b>	<b>\$56,212,780</b>	<b>\$56,192,560</b>	<b>\$56,660,639</b>

## **Program Justification and Analysis:**

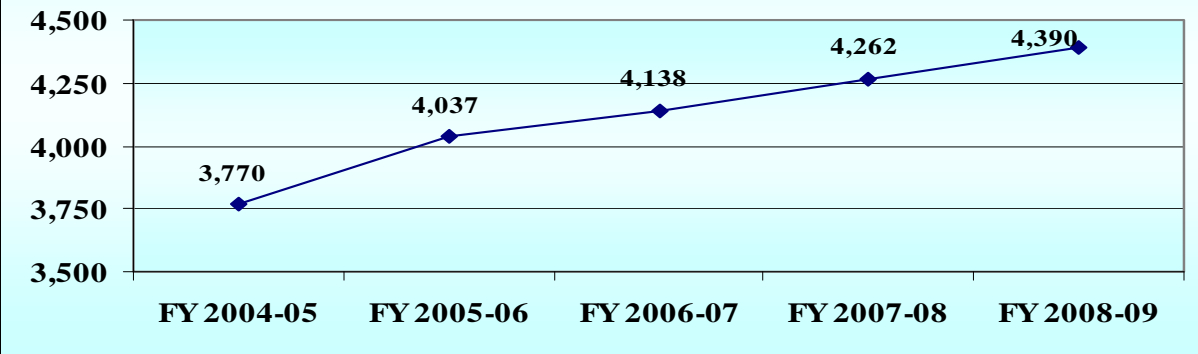
- The FY 2008-09 Sheriff Adult Detention Center Adopted Budget increases less than one percent compared to FY 2007-08 estimates due to increases described below.
- The Personnel Services group increases 1.7 percent compared to FY 2007-08 estimates due to increased County contributions to health insurance costs as required by the Collective Bargaining Agreement.
- The Travel and Remunerations group is the same level of funding as FY 2007-08 estimates.
- The Operational Cost group decreases 7.1 percent compared to FY 2007-08 estimates. This decrease is due to a reduction in funding for contract detention services in anticipation of successful negotiations with the Deputy Sheriff's Association of Bexar County to civilianize functions being performed by certified Detention Officers to enable the Sheriffs Office to open 208 additional beds. The civilianization of positions is more fully described below in Policy Considerations.
- The Supplies and Materials group decreases less than one percent compared to FY 2007-08 estimates.
- The FY 2008-09 Adopted Budget includes a title change of one position, Accounting Clerk (NE-03) to Office Assistant II (NE-03) at no additional cost.

## **Policy Consideration:**

Funding for 17 positions in the amount of \$694,651 is provided in the FY 2008-09 Non-Departmental Adopted Budget for the civilianization of positions in the Jail and hospital escort monitoring duties. The authorization for these positions is contingent on reaching an anticipated agreement with the Deputy Sheriff's Association of Bexar County and the Sheriff's Office for use of 208 additional beds. The additional 17 positions enable the Adult Detention Center to increase its bed capacity from 4,390 to 4,598, while remaining in compliance with the Texas Commission on Jail Standards regulations.

The 13 positions anticipated to be civilianized cost \$513,382 annually. The functions include motor pool, front desk, clothing and property room, and technical support. The positions are two Fleet Technicians (NE-05) \$79,674, seven Security Monitors (NE-02) \$240,231, two Clothing Property Technicians (NE-02) \$68,637, and two Technical Support Specialist IV (NE-12) \$124,840. The four positions anticipated for hospital escort and monitoring functions cost \$181,269 annually. The positions are Deputy Sheriff-Detention positions (DT-01). These positions will ensure sufficient numbers of detention officers available in the Jail to supervise 4,598 inmate beds.

## Adult Detention Center Five Year Average Daily Population



The graph above illustrates the five year average daily population history of the Sheriff's Office Adult Detention Center Division. FY 2004-05 through FY 2006-07 represents actual average daily population; FY 2007-08 represents estimated average daily population; and FY 2008-09 represents the Sheriff's Office Adult Detention Center Division's Adopted Budget average daily population. The detention center average daily population has increased 16.4 percent when compared with FY 2004-05, an average of 3.3 percent per year. The steady growth in average daily population may mainly be attributable to the county population increase of 10.1 percent increase over the same period.

### Authorized Positions:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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#### **Detention Security – Comal Street**

Accounting Clerk	1	1	0
Art Instructor	1	1	1
Assistant Jail Administrator/Colonel Clerk	1	1	1
Clothing/Property Supervisor	1	1	1
Clothing/Property Technician	6	16	16
Deputy Sheriff – Detention	533	538	538
Deputy Sheriff - Detention Cadet**	40	40	40
Detention Captain	6	6	6
Detention Corporal	114	114	114
Detention Lieutenant	6	6	6
Detention Population Monitor (1)	0	1	1
Detention Sergeant	53	53	53
Employee Disciplinary/Grievance Tech	1	1	1
Executive Assistant (2)	1	0	0

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Detention Security – Annex**

G.E.D. Instructor	1	1	1
Inmate Booking Clerk	3	3	3
Inmate Classification Manager	1	1	1
Inmate Disciplinary Technician	1	1	1
Inmate Grievance Coordinator	1	1	1
Inmate Human Services Supervisor	2	2	2
Jail Administrator	1	1	1
Jail Industries Coordinator (3)	0	0	0
Jail Support Services Manager	1	1	1
Laundry Supervisor	1	1	1
Laundry Technician	12	6	6
Librarian	1	1	1
Library Clerk	1	1	1
Mail Courier	3	3	3
Match/Patch Coordinator	1	1	1
Match/Patch Technician	2	2	2
Office Assistant II	3	3	4
Office Assistant III	2	2	2
Office Assistant IV	4	4	4
Paralegal Librarian	1	1	1
Processing Clerk	9	8	8
Receptionist	1	1	1
Senior Administrative Assistant	0	0	0
Senior Administrative Assistant	0	0	0
Senior Administrative Supervisor (2)	0	1	1
Work Release Coordinator (4)	1	1	1
<i>Total-Adult Detention Security -Comal Street</i>	<i>818</i>	<i>827</i>	<i>827</i>

(1) Transferred to BCSO Detention 5/22/07

(2) Reclassified one Executive Assistant to Senior Administrative Supervisor FY 07-08

(3) Deleted Jail Industries Coordinator FY 05-6 PC #1

(4) Position created May 2003 by SAP consultant during system implementation

**Detention Security – Annex**

Art Instructor	1	1	1
Deputy Sheriff-Detention	178	178	178
Detention Captain	1	1	1
Detention Corporal	25	25	25

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Detention Lieutenant	6	6	6
Detention Sergeant	5	5	5
G.E.D. Instructor	3	3	3
Inmate Human Services Coordinator	1	1	1
Library Clerk	1	1	1
Paralegal Librarian	1	1	1
Office Assistant III	1	1	1
Secretary	0	0	0
<i>Total-Adult Detention Security - Annex</i>	223	223	223
<b><i>Total – Sheriff - Adult Detention Center</i></b>	<b>1,041</b>	<b>1,050</b>	<b>1,050</b>

# SHERIFF'S OFFICE

SHERIFF

CHIEF DEPUTY

PROFESSIONAL STANDARDS & INTEGRITY

FLEET MAINTENANCE

APPLICANT PROCESSING

SUPPORT GROUP

CENTRAL RECORDS

CRIMINAL INVESTIGATIONS

HOMICIDE

PROPERTY

NARCOTICS / VICE

AUTO THEFT

BURGLARY

UTILITY

COLD CASE

COMPUTER FORENSICS

TRAFFIC INVESTIGATION

VIOLENT CRIMES

SEX OFFENDER REGISTRATION

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HUMAN TRAFFICKING

ASSET SEIZURE

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COURT SECURITY

COURT SECURITY CENTRAL HOLD

MENTAL HEALTH

DMOT

PATROL DIVISION

PATROL SUBSTATIONS

COMMUNITY ACTION PROGRAM

STREET CRIMES

COMMUNITY POLICING

TRAFFIC

DISPATCH / COMMUNICATIONS

SHERIFF'S ACADEMY

PATROL SUBSTATIONS

DET OFF TRAINING

LE TRAINING

FIREARMS PROFICIENCY /

GRANTS MANAGEMENT

JUDICIAL SERVICES

WARRANTS

CLERKS

EXTRADITIONS

CIVIL

CLERKS

WRITS & EXEC

SUBPOENAS

BAIL BOND COORD.

ADULT DETENTION CENTER

WORK RELEASE

CLASSIFICATION

LAUNDRY / CLOTHING

INTAKE / RELEASE

ART / G.E.D.

LAW LIBRARY

OPERATIONS

HUMAN SERVICES

INMATE FISCAL SERVICE / PROGRAMS

BANKING

COMMISSARY

SUPPORT SERVICES

BUDGET

COLLECTIVE BARGAINING

PERSONNEL

TECHNICAL SERVICES

BUSINESS OFFICE

WAREHOUSE

# SHERIFF - LAW ENFORCEMENT

FUND: 001  
AGENCY: 350

**Mission:** We pledge to the Sheriff's Office and its employee's that we will maintain high ethical standards as we fulfill our obligations. We will apply the laws of the State of Texas and the Constitution, justly and consistently. We will provide quality, efficient, and economical service. We will meet our responsibilities with fairness, integrity, honesty, accuracy, and courtesy. We affirm that regardless of rank, experience, or background, each of us will positively contribute to the effectiveness, reputation, and reliability of the Sheriff's Office. Each employee is valued as an individual and as a member of the team. At all times, our co-workers will be treated with dignity, fairness, consideration, and respect. At all times, emphasis will be on cooperation, teamwork, honesty, and sharing of information in our work environment. We will never lose sight of our responsibilities to our families, our communities, and ourselves. At all times, we will be more than employees. We will be good citizens, taxpayers, friends, and neighbors. We will continue to enhance our reputation for integrity, quality, innovation, and service. We pledge to work to earn the respect of those whom we serve. Their trust will be zealously guarded and built upon.

## **Goals and Objectives:**

### **Criminal Warrants and Judicial Services:**

- To reduce the increasing number of backlogged warrants.
- To reduce the number of returned subpoenas by serving them prior to the date of return.
- To assist all other Law Enforcement Agencies with the apprehension of wanted persons.
- To notify victims, complainants, witnesses and the accused of pending court dates.
- To assist all public and private hospitals with transportation of mental health patients.
- To reduce the cost of transporting wanted persons both in and out of state.

### **Criminal Investigations Division:**

- To commit to provide an advanced level of expertise to the investigation, resolution and prosecution of crimes against persons and property.
- To remain constantly aware of the need for compassion and common sense in dealing with people and endeavor to enforce the law in a fair and impartial manner. Above all to remember our sworn oath to protect the rights of all people.
- To provide services that are responsive to community needs and to remember our primary purpose is the protection of life and property.
- To assist in the growing number of cases filed and calls for service, ensuring the highest level of service to the citizens of Bexar County.
- To meet the challenge of the future through involvement in community-based social and educational programs, incorporation of technological advancements, improved training, and the wise management of our Criminal Investigation Division personnel and resources in the continued fight against crime and the preservation of peace.

### **Civil:**

- To improve the services (delivery) of civil documents
- To use manpower effectively
- To expand on Civil process service during yearly "in-service" training
- To allocate the resources available and utilize them to maximize performance

### **Professional Standards and Integrity:**

- To receive complaints and concerns.

- To promote employee and public confidence in the Sheriff's Office.
- To promote employee excellence by investigating any alleged wrong doing.
- To insure all citizen complaints are handled in a professional manner.
- To insure a fair, impartial and equal investigation of alleged employee misconduct.

**Patrol:**

- To provide vigorous preventative and enforcement activities.
- To provide quality and equitable services in the most efficient and cost effective manner by treating each citizen with the highest respect and courtesy.
- To obtain community cooperation by establishing and maintaining a meaningful and productive partnership with citizens to resolve community problems and improve their quality of life.
- To recognize that our neighborhoods/communities must be involved to control crime.

**Court Security and Transport:**

- To ensure safety and security of the judges, employees, civilians and inmates within the County Courts-at-Law, District Courts, Presiding Courts, Magistrate Courts and Juvenile Courts of the Courthouse, Justice Center and the Tejada Juvenile Justice Center.
- To apply proactive crime prevention procedures to deter crime at all Bexar County Judicial Buildings.
- Maintain officer readiness availability to respond to any incidents that may jeopardize security and safety at all County facilities.
- Maintain security of 1.5 detention holdover in the Justice Center for the protection of inmates.

**Central Records:**

- Provide 48 hour turn around for criminal history and photographic requests from outside agencies, i.e. District Attorney's Office, Community Corrections and Supervision.
- Provide 48 hour turn around time for entry of offense and assignment reports generated by deputies into the mainframe computer.
- Provide one hour turn around time for requests for criminal histories and photographs for law enforcement agencies.
- Provide immediate response for telephone requests for inmate information.

**Training Academy:**

- To ensure all officers receive and comply with all State and local mandated training.
- To ensure the continued development of training courses and various programs that will support individual and unit mission and goals.
- To ensure the development and availability of programs and courses that will support individual officers' academic and professional needs.

**Community Initiatives Division:**

- To provide professional crime prevention education programs to our community.
- Develop and implement proactive community involvement with law enforcement.
- Educate youth and adults on the dangers of use of alcohol and driving.
- Reduce juvenile and adult related crimes through drug prevention, education, intervention and comprehensive community initiatives and training programs.

**Program Description:** The Bexar County Sheriff is responsible for law enforcement in the unincorporated areas of the County. In performing this function, the Sheriff's Office provides protection and traffic control, assists other law enforcement agencies, conducts crime prevention programs,



investigates crimes, and provides civil and criminal warrant service to County and District Courts. The Court Security Section of the Law Enforcement Division provides security for all Bexar County courts as well as for the Courthouse and Justice Center buildings. The Court Security Section advises Bexar County offices and departments on appropriate security precautions. This section also assists in assessing and transporting individuals in need of mental health assessments to and from medical facilities, mental health facilities and linking them with services available in the community. The Patrol Section has active community policing programs. They also support community crime prevention through education programs. The Organized Crime and Intelligence Unit combats organized crime through its Gang and Vehicle Theft Units. It also has a Vice Unit, which inspects bars for under-age drinking and provides intelligence information through its surveillance function.

The Sheriff's Office performs administrative and support services necessary for the operation of the department. These functions are budgeted separately in the Sheriff - Support Services budget. The Sheriff is also responsible for the management and operation of the Adult Detention Centers. This function is described in more detail in the Sheriff - Adult Detention and Sheriff Support Services sections of this document.

The Sheriff is elected Countywide for a term of four years.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of Patrol Miles Driven	1,635,842	2,300,934	2,530,934
Number of 9-1-1 Calls Answered	120,311	126,284	133,229
Number of Courts Staffed	53	54	54

**Efficiency Indicators:**

Criminal Cases Closed	6,894	7,333	6,614
Average Response Time per Request for Service	17 min.	18 min.	16 min.
Average Busy Time per 9-1-1 Call	1:13 min.	1:16 min.	1:14 min.

**Effectiveness Indicators:**

Percent of Criminal Cases Closed	71.3%	67.1%	55%
Percent Change in Property Crime	14%	(4%)	(1%)
Percent of 9-1-1 Calls Answered Within 10 Seconds	79%	81%	81%

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel	\$37,200,470	\$40,059,828	\$40,059,828	\$41,366,384
Travel	120,690	125,932	149,765	149,336
Operational	2,034,769	2,491,604	2,289,010	2,228,688
Supplies	1,621,130	1,602,109	1,944,040	2,320,955
Capital	159,349	456,956	456,956	180,000
Interfund Transfer	148,007	242,123	242,123	21,407
<b>Total</b>	<b>\$41,284,415</b>	<b>\$44,978,552</b>	<b>\$45,141,722</b>	<b>\$46,266,770</b>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 2.5 percent compared to FY 2007-08 estimates due to authorized program changes as well as funding for the third year of the collective bargaining agreement.
- The Personnel Services group reflects an increase of 3.3 percent compared to FY 2007-08 estimates. This represents funding of positions at the same levels of estimated expenditures during FY 2007-08, full funding of any salary increases granted in that year, and authorized program changes described below
- The Travel and Remunerations group decreases less than one percent compared to FY 2007-08 estimates.
- The Operational Costs group decreases 2.6 percent compared to FY 2007-08 estimates. The decrease is mainly due to less technology recommendations for FY 2008-09.
- The Supplies and Materials group increases 19.4 percent compared to FY 2007-08 estimates. The increase is predominantly due to the increased cost of gasoline.
- The Capital Expenditures group includes funding for the conversion of patrol vehicles mobile video to digital. This represents partial funding of the conversion of marked Sheriff's patrol vehicles. It is estimated that 30 vehicles will be converted in FY 2008-09
- Funding in the amount of \$21,407 is approved for the cash match for the Crime Victim Liaison grants.
- Five program changes and three reclassifications are authorized for the Sheriff's Office Law Enforcement FY 2008-09 Adopted Budget, for a net annual cost of \$642,545. They are detailed in the following paragraphs:
  - The first approved program change authorizes four Deputy Sheriff-Law Enforcement positions (LE-03) and one Law Enforcement Sergeant (LE-06) at a cost of \$498,079. These positions are approved to reduce response times during the period of the highest demand. The program change includes three vehicles, radios, and minor technology provided in capital funds.
  - The second approved program change authorizes one Law Enforcement Investigator (LE-04), Criminal Investigation Division, at a cost of \$77,266. The program change includes a vehicle,

a radio, and minor technology provided in capital funds. The position is approved to enhance the sex offender registry and monitoring program.

- The third program change moves two part-time Pre-Employment Specialist positions, (NE-05), from Law Enforcement to Support Services at no cost.
- The fourth approved program change funds two County Court at Law Impact Court Security Deputy Sheriff-Law Enforcement positions, (LE-03), through May 31, 2009, at a savings of \$32,257. Continued funding of these two positions depends on pending Legislation that may add additional new County Courts at Law.
- The final approved program change adds one Fleet Maintenance Supervisor position (E-07) and one Fleet Technician position (NE-05) at an annual cost of \$89,426. These positions are approved to civilianize functions currently being performed by certified law enforcement officers so that the officer's training may be utilized fully to serve the public.
- The three reclassifications in the amount of \$10,031 approved in the FY 2008-09 Adopted Budget include the regrade of one Network Architect II position from E-07 to E-08, one Office Assistant II (NE-03) to Office Assistant III (NE-04), and one Records/Identification Clerk (NE-01) to Office Assistant I (NE-02).
- Analysis by the Planning and Resource Management Department showed that there are no fewer than 20 Court Security Deputy Sheriff-Law Enforcement positions available for redeployment by the Sheriff's Office from the bailiff pool. Rather than deleting the 20 surplus positions, it is suggested that the Sheriff's Office redeploy the positions to address the request by the County Courts at Law for additional bailiffs.

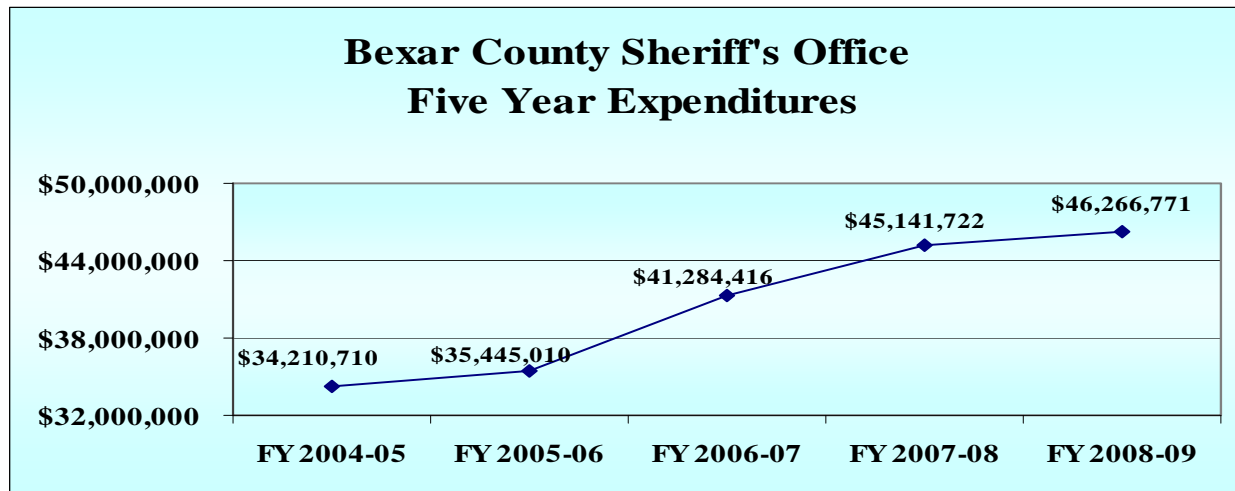
### **Policy Consideration:**

Two issues to be addressed during FY 2008-09 that have a significant impact on the Bexar County General Fund and the Sheriff's Office budget include the negotiation of a second collective bargaining agreement and a staffing survey of public safety dispatch functions with consideration of possible joint operations with the City of San Antonio.

In March, 2005, Commissioners Court recognized the Deputy Sheriff's Association of Bexar County/International Union of Police Associations, Local #30 (DSABC/IUPA) as the exclusive bargaining agent for collective bargaining under Section 174.101 of the Texas Local Government Code. The DSABC/IUPA represents all Sheriff's Office uniformed employees in the Detention and Law Enforcement careers and a majority of the senior management. The contract was ratified by DSABC membership and approved by both the Sheriff's Office and Commissioners Court on August 17, 2006, with an expiration date of September 30, 2009. The Wages and Benefits article included adoption of a new step pay plan resulting in a first year average base pay increase of 5.5 percent for law enforcement deputies and 6.9 percent for adult detention deputies. A 3.5 percent increase will be implemented in each of the second and third years of the contract. The cumulative cost of the original plan (Law Enforcement and Detention) is approximately \$15.8 million for the term of the contract, as shown in the table below. These investments include step pay plan increases, duty and shift differential pays, education incentive pay, parking, and a freeze on health insurance premiums. The second collective bargaining agreement cost cannot be estimated until negotiations are near finalization.

A staffing survey of County Communications and Dispatch including the Bexar County Sheriff's Office, Fire Marshal, and Metro 911 will be conducted to determine proper levels of staffing and support for this function, as well as to review organizational reporting relationships within the various departments

performing dispatching operations. Additionally, a memorandum of understanding is being developed between Bexar County and the City of San Antonio for the joint operation of a computer aided dispatch system. The preliminary cost estimate for the County's share of this operation is \$1,000,000.



The graph above illustrates the five year expenditure history of the Sheriff's Office Law Enforcement Division. FY 2004-05 through FY 2006-07 represents actual expenditures; FY 2007-08 represents estimated expenditures; and FY 2008-09 represents the Sheriff's Office Law Enforcement Division's Adopted Budget. Expenditures have increased 35.2 percent when compared with FY 2004-05, an average of seven percent per year. The expansion of the Sheriff's Office Law Enforcement Division's budget is attributable to the Collective Bargaining Agreement and the addition of 106 new positions since FY 2004-05, bringing its current staffing level to 698.

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Sheriff Administration & Operational**

Administrative Clerk I	2	2	2
Administrative Clerk I – Part-time	1	1	1
Automated Fingerprint Examiner	1	1	1
Chief Deputy	1	1	1
Clerk (8)	5	3	3
Criminal Warrants Processor	6	6	6
Deputy Chief	6	6	6
Deputy Sheriff – Law Enforcement	290	318	322
Digital Imaging Specialist	4	4	4
Evidence Receipt Clerk	3	4	4
Executive Assistant	0	1	1
Fleet Maintenance Supervisor	0	0	1
Fleet Technician	0	0	1
Fingerprint Examiner	13	13	13
GIS Analyst	0	1	1
Grant Manager	1	1	1
Investigator	30	30	31
Law Enforcement Captain	3	3	3

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Law Enforcement Lieutenant	13	13	13
Law Enforcement Sergeant	34	36	37
Manager – ID & Records	1	1	1
Office Assistant I	0	0	1
Office Assistant II	5	5	4
Office Assistant III	11	14	15
Office Assistant IV	5	5	5
Operations Supervisor - Patrol Division	1	1	1
Pre-Employment Coordinator	1	1	1
Pre-Employment Specialist -Part Time	2	2	0
Public Safety Communications Manager	1	1	1
Public Safety Communications Supervisor	4	4	4
Public Safety Dispatcher I	20	23	23
Public Safety Dispatcher II	10	10	10
Public Safety Operator	12	12	12
Records & ID Services Supervisor	1	1	1
Records Supervisor	4	4	4
Records/Identification Clerk	43	44	43
Sheriff	1	1	1
Technical Support Specialist III	0	1	1
<i>Total – Administration &amp; Operational</i>	<i>535</i>	<i>574</i>	<i>580</i>
<b>Court Security</b>			
Cashier/Clerk	1	1	1
Deputy Chief	1	1	1
Deputy Sheriff – Law Enforcement (1)	113	113	108
Lieutenant	1	1	1
Security Monitor (1)	30	22	0
Security Monitor II (1)	0	9	0
Office Assistant IV	1	1	1
Office Assistant II	2	2	2
Sergeant	4	4	4
<i>Total - Court Security</i>	<i>153</i>	<i>154</i>	<i>118</i>
<i>(1) Positions funded in Fund 005, five Deputy Sheriff-LE and all Security Monitors</i>			
<b><i>Total Sheriff – Law Enforcement</i></b>	<b><i>688</i></b>	<b><i>728</i></b>	<b><i>698</i></b>

# SHERIFF'S OFFICE

SHERIFF

CHIEF DEPUTY

PROFESSIONAL STANDARDS & INTEGRITY

FLEET MAINTENANCE

APPLICANT PROCESSING

SUPPORT GROUP

CENTRAL RECORDS

CRIMINAL INVESTIGATIONS

COURT SECURITY

PATROL DIVISION

SHERIFF'S ACADEMY

JUDICIAL SERVICES

ADULT DETENTION CENTER

INMATE FISCAL SERVICE / PROGRAMS

SUPPORT SERVICES

HOMICIDE

COURT SECURITY  
CENTRAL HOLD

PATROL  
SUBSTATIONS

DET OFF  
TRAINING

LE  
TRAINING

WARRANTS

CIVIL

WORK  
RELEASE

BANKING

BUDGET

PROPERTY

MENTAL HEALTH

COMMUNITY ACTION  
PROGRAM

FIREARMS  
PROFICIENCY /

CLERKS

CLERKS

CLASSIFICATION

COMMISSARY

COLLECTIVE  
BARGAINING

NARCOTICS / VICE

DMOT

STREET CRIMES

GRANTS  
MANAGEMENT

EXTRADITIONS

WRITS &  
EXEC

LAUNDRY /  
CLOTHING

PERSONNEL

AUTO THEFT

BURGLARY

UTILITY

COLD CASE

COMPUTER  
FORENSICS

TRAFFIC  
INVESTIGATION

VIOLENT CRIMES

SEX OFFENDER  
REGISTRATION

CRIME PREVENTION

HUMAN  
TRAFFICKING

ASSET SEIZURE

CRIME SCENE UNIT

CRIME ANALYSIS /  
INTELLIGENCE

COMMUNITY  
POLICING

TRAFFIC

DISPATCH /  
COMMUNICATIONS

EXTRADITIONS

SUBPOENAS

BAIL BOND  
COORD.

INTAKE / RELEASE

ART / G.E.D.

LAW LIBRARY

OPERATIONS

HUMAN  
SERVICES

WAREHOUSE

# SHERIFF - SUPPORT SERVICES

FUND: 001  
AGENCY: 350

**Mission:** We pledge to the Sheriff's Office and its employees that we will maintain high ethical standards as we fulfill our obligations. We will apply the laws of the State of Texas and the Constitution justly and consistently. We will provide quality, efficient, and economical service. We will meet our responsibilities with fairness, integrity, honesty, accuracy, and courtesy. We affirm that regardless of rank, experience, or background, each of us will positively contribute to the effectiveness, reputation and reliability of the Sheriff's Office. Each employee is valued as an individual and as a member of the team. At all times, our co-workers will be treated with dignity, fairness, consideration, and respect. At all times, emphasis will be on cooperation, teamwork, honesty, and sharing of information in our work environment. We will never lose sight of our responsibilities to our families, our communities, and ourselves. At all times, we will be more than employees. We will be good citizens, taxpayers, friends, and neighbors. We will continue to enhance our reputation for integrity, quality, innovation, and service. We pledge to work to earn the respect of those whom we serve. Their trust will be zealously guarded and built upon.

## **Goals and Objectives:**

### **Personnel:**

- To work with all offices and departments to optimize the use of all of the public's resources.
- To provide leadership by promoting a broad set of principles and standards of conduct which govern the employer/employee relationship which will enable the Sheriff's Office to be successful.
- To facilitate the implementation of plans that address the resource needs of the Sheriff's Office.
- To provide quality services which are accessible to all.
- To limit possible litigation by promoting Human Resources principles which enable the County to function in an efficient manner.

### **Business Office:**

- To process all collections, reports, and deposit funds to the County's Auditor's Office and the County Treasury within three work days.
- To process requisitions for equipment, supplies and services within 24 hours.
- To process all court documents and return to appropriate court within 48 hours.
- To maintain stock levels of supplies and forms in warehouse to prevent work stoppage situations.
- To insure that all equipment repairs are completed in a timely manner.
- To insure that all travel and training arrangements are completed within the deadline to prevent cancellation.
- Process all inmate medical billing, releases, and deductions daily in order to ensure that sufficient funds are available when deducting from inmate's account before release from jail.
- Prepare manual checks for Civil "Order of Sales", "Executions", and refund checks needed.

### **Technical Services:**

- To minimize process downtime resulting from a failure of any technology component.
- To improve technical support and planning services by informally drafting subject matter experts with appropriate technological skills to provide direct support to specialized projects within their respective division/section.

- To continue the migration of technological infrastructure from mainframe to client/server, robust enterprise server, database backend licensing, etc. with the objective being to completely replace old infrastructure.
- To aggressively develop and manage our E-Sheriff efforts by empowering citizens and staff through the provision of information via our public internet presence and the development of our organizational intranet.

**Inmate Fiscal Services:**

- To provide an efficient and effective commissary operation.
- To provide an Inmate Banking System that efficiently and effectively administers inmate trust funds to include a strong tracking system and to maintain secured custody of inmate property.
- To provide indigent inmates with hygiene supplies and writing materials, notary and paralegal services as required.
- To expand the inventory and services of the general and law libraries.
- To provide support to programs that address the social, medical, health and rehabilitative needs of County inmates.

**Program Description:** The Bexar County Sheriff is responsible for law enforcement in the unincorporated areas of the County and for management and operation of the Bexar County Adult Detention Centers. The Support Services Division of the Sheriff's Office performs administrative, accounting, record keeping, and data processing functions for these activities to allow them to operate efficiently and effectively. The Support Services Division includes Personnel, Technical Services, the Business Office and Inmate Fiscal Services. Specifically, these sections provide skilled clerical, data processing, personnel services, bookkeeping, accounting, and administrative professional support to the Detention and Law Enforcement Divisions of the Sheriff's Office.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Employee Personnel Files Maintained	6,338	6,538	6,738
Bail Bond Fees Collected, Cashiered, and Deposited	\$43,157	\$44,925	\$46,788
Number of Persons Interviewed	150	200	1,000

**Efficiency Indicators:**

Records Maintained per FTE	218	229	274
Persons Interviewed per FTE	100	150	500

**Effectiveness Indicators:**

Percentage of Civil Service Decisions Which Upheld the Discipline or Termination	77%	76%	80%
Percentage of Labor Relation Lawsuit Activity per Size of Workforce	0.05%	0.05%	0.08%
Percentage of Positions Filled	50%	50%	75%



**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$2,145,306	\$2,245,587	\$2,228,958	\$2,363,959
Travel and Remunerations	1,897	4,785	4,785	4,785
Operational Costs	7,737	26,159	18,454	26,280
Supplies and Materials	25,347	29,038	24,317	21,454
<b>Total</b>	<b>\$2,180,287</b>	<b>\$2,305,569</b>	<b>\$2,276,514</b>	<b>\$2,416,478</b>

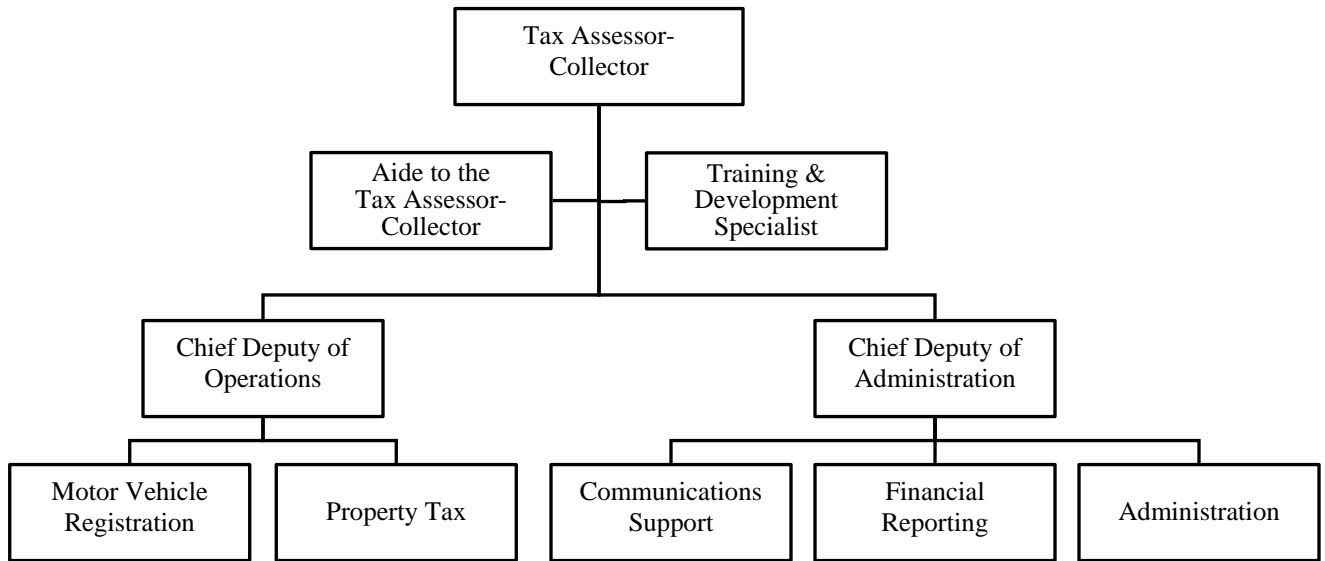
**Program Justification and Analysis:**

- The FY 2008-09 Sheriff Support Services Adopted Budget reflects a 6.1 percent increase compared to 2007-08 estimates based on increases described below.
- The Personnel Services group increases approximately 6.1 percent compared to FY 2007-08 estimates. This increase represents funding of positions at the same levels of estimated expenditures during FY 2007-08, full funding of any salary increases granted in that year, and two approved program changes as described below.
- The Travel and Remunerations group is the same level of funding as FY 2007-08 estimates.
- The Operational Cost group increases 42.2 percent compared to FY 2007-08 estimates. This increase is due to the purchase of technology needed by the Division.
- The Supplies and Materials group decreases 11.8 percent compared to FY 2007-08 estimates. This decrease is due to a reduction in the need for other supplies in FY 2008-09.
- Three program changes in the amount of \$68,506 are approved for the FY 2008-09 Budget, as described below.
  - The first program change moves two part-time Pre-Employment Specialist positions, (NE-05), from Law Enforcement to Support Services, deletes one part-time Pre-Employment Specialist position, (NE-05), and adds two full time Pre-Employment Specialist positions, at an annual cost of \$60,438. This program change improves the Sheriff's Office ability to increase its percentage of open positions filled from 50 percent to 75 percent.
  - The second program change re-grades the Personnel Supervisor position from E-04 to E-05 at an annual cost of \$3,410.
  - The final program change reclassifies one Network Architect II from E-07 to E-08 at an annual cost of \$4,658.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Banking Supervisor	5	5	5
Business Manager	1	1	1
Business Operation Supervisor	1	1	1
Business Officer Supervisor	1	1	1
Clerk	1	1	1
Deputy Chief	2	2	2
Grievance & Appeals Specialist	1	1	1
Human Resources Analyst (1)	0	1	1
Human Resources Analyst/Recruiter (1)	1	0	0
Inmate Banking Clerk	15	15	15
Intern	1	1	1
Lead Accounting Clerk	3	3	3
Lead Personnel Technician	2	2	2
Network Architect II	1	1	1
Office Assistant II	2	2	2
Office Assistant IV	3	3	3
Personnel Administrator	1	1	1
Personnel Supervisor	1	1	1
Personnel Technician	3	3	3
Pre-Employment Specialist	0	0	2.5
Senior Technology Business Analyst	1	1	1
Supply Clerk I	2	2	2
Technology Services Manager	1	1	1
Technical Support Specialist IV	1	1	1
Worker's Compensation/Light Duty Coordinator	1	1	1
<i>(1) Title correction</i>			
<b><i>Total - Sheriff's Office Support Services</i></b>	<b>51</b>	<b>51</b>	<b>53.5</b>

# TAX ASSESSOR - COLLECTOR



# TAX ASSESSOR - COLLECTOR

FUND: 001  
AGENCY: 107

**Mission:** The Tax Assessor-Collector's mission is to calculate ad valorem property tax levy, administer collections, centrally provide remittances and reporting to all taxing jurisdictions, as well as provide vehicle registration and titling services as an agent for the Texas Department of Transportation.

**Vision:** To serve as a leader in providing enhanced and innovative levels of customer service with professionalism and pride.

## **Goals and Objectives:**

- Provide taxing jurisdictions with easy, secure, and seamless access to tax assessing and collection information and data for their area
- Provide incentives and reduce barriers to the public to support improved tax assessing, collecting and vehicle titling services, i.e., "one stop" services
- Serve as a model for other county agencies or offices by providing good management and maintaining effective internal controls
- Minimize redundant operations and systems
- Develop a seamless process for remitting payments to taxing jurisdictions
- Support and fund pilots and prototypes to quickly assess emerging technologies and approaches to cash management, tax assessment and collection, and vehicle registration and titling
- Assume a greater leadership role to identify and resolve issues
- Foster a learning organization with a supportive work environment where all employees can acquire the knowledge, skills and tools to succeed and are valued and respected for their shared contributions

**Program Description:** The Tax Assessor-Collector has two primary areas of responsibility: calculation and collection of ad valorem taxes and the registration and titling of motor vehicles. The Tax Assessor-Collector also acts as an agent for the Texas State Comptroller of Public Accounts and Texas State Beverage Commission to collect beer and liquor license fees.

Ad Valorem taxes – The Tax Assessor-Collector is responsible for the assessment and collection of current and delinquent ad valorem taxes on real and personal property for Bexar County and forty-five other taxing units. Included in the collection of taxes is the mailing out of a combined tax statement. Consolidation of all tax collection with the Tax Assessor-Collector yields savings in cost of tax collection for all taxing entities, and therefore the County citizens. Bexar County and all other taxing units have designated the Tax Assessor-Collector as the official who calculates the annual effective tax rate.

Motor Vehicle Registration and Titling – The Tax Assessor-Collector acts as an agent for the Texas Department of Transportation – Division of Motor Vehicles Titles and Registrations and the State Comptrollers of Public Accounts in registering, licensing, titling, and collecting sales tax on motor vehicles in Bexar County.

The Tax Assessor-Collector operates three branch offices located in highly populated areas of the County. These satellite locations provide the citizens of Bexar County more convenient access to services provided by the Office of the Tax Assessor-Collector.

The Tax Assessor-Collector is elected Countywide for a term of four years.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Work Load Indicators:**

Mail Processed (In & Outgoing)	565,922	590,095	615,292
Motor Vehicle Registrations Processed	1,304,860	1,321,985	1,339,266
Ad Valorem Taxes Assessed	\$1,944,258,768	\$2,017,636,980	\$2,093,783,000
Tax Statements Mailed	949,500	1,002,500	939,500

**Efficiency Indicators:**

Correspondence Answered per FTE	28,552	30,045	31,615
Title and Register Vehicles per Day (Including In Person, Franchise Dealers and Title Services)	5,436	5,396	5,881
Payments Cashiered per FTE	12,588	17,424	17,947

**Effectiveness Indicators:**

Percent of Correspondence Handled at First Point of Contact	93%	94%	95%
Train Clerks Regarding Current Laws and Procedures for State of Texas within 10 Days	95%	95%	96%
Hearing Held Once a Month and Rejections Corrected on a Daily Basis to Ensure Accuracy	100%	100%	100%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
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Personnel Services	\$7,414,498	\$8,037,910	\$7,972,660	\$8,301,522
Travel and Remunerations	40,291	34,735	24,735	32,000
Operational Costs	1,126,430	1,138,566	1,067,083	1,197,872
Supplies and Materials	155,099	161,690	160,398	155,778
Capital	0	0	0	7,430
Interfund Transfer	6,939	0	0	0

**Total**      **\$8,743,257**      **\$9,372,901**      **\$9,224,876**      **\$9,694,602**

## **Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases by 5 percent compared to the FY 2007-08 estimates. This increase is due to increases in the personnel, travel and remunerations, and operational costs appropriation groups.
- The Personnel Services group increases by 4.1 percent compared to the FY 2007-08 estimates. This increase represents funding of authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any previous salary increases.
- The Travel and Remunerations group increases by 29.3 percent compared to FY 2007-08 estimates. This increase is due to an increase in professional training and certification travel line item for conference and training as needed by staff.
- The Operational Costs group increases by 12.2 percent compared to FY 2007-08 estimates. The building rental line item increased by \$55,799 due to the cost of the rental contract for three substations. The transportation services line item increased due to the armor car and courier services contracts. The other facility cost line item increased due to anticipated cost of relocating the Northwest and Southside substations.
- The Supplies and Materials group decreases by 2.8 percent compared to FY 2007-08 estimates due to reductions in the office, computer, and other supplies line items. Other line items that decreased slightly include: maintenance tools and supplies and telephone equipment.
- The Capital Expenditures group allocates \$7,430 for FY 2008-09 to replace two currency counters that require repair.
- Four program changes in the amount of \$44,509 are adopted for FY 2008-09.
  - The first program change authorizes the title change of one Office Assistant IV (NE-05) to Human Resources Technician (NE-05) within the Administration Division. There is no cost associated with this program change.
  - The second program change authorizes the reclassification of one Support Services Clerk NE-01 to NE-02, deletes one Support Services Clerk (NE-01), and adds one Purchasing Clerk (NE-03) within the Communications Support Division. The cost of this program change is: \$3,624.
  - The third program change adds one Motor Vehicle Training Instructor (E-5) and deletes one Title and Registration Processor I (NE-3) within the Motor Vehicle Title and Registration Division. The cost of this program change is \$28,612.
  - The fourth program change adds one Vault Cashier (NE-3) to the Financial Reporting Division. The cost of this program change is \$12,273.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Administration</b>			
Tax Assessor - Collector	1	1	1
Administrative Clerk II	1	1	1
Aide to the Tax Assessor - Collector	1	1	1
Chief Deputy of Operations	1	1	1
Chief Deputy of Administration	1	1	1
Office Assistant II	1	1	1
Office Assistant III	1	1	1
Office Assistant IV	1	1	0
Human Resource Technician	0	0	1
Training and Development Specialist	1	1	1
<i>Total Administration</i>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Communications Support</b>			
Archive & Research Processor	1	1	1
Information Clerk	12	12	12
Lead Clerk – Information Center	1	1	1
Office Supervisor	1	1	1
Public Information & Support Manager	1	1	1
Purchasing Clerk	0	0	1
Support Services Clerk	2	2	1
Support Services Supervisor	1	1	1
<i>Total Communications Support</i>	<b>19</b>	<b>19</b>	<b>19</b>
<b>Financial Reporting</b>			
Accounting Assistant I	4	4	4
Account Clerk	6	6	6
Audit Refund Clerk	2	2	2
Financial Reporting Manager	1	1	1
Financial Reporting Supervisor	1	1	1
Lead Account Clerk	2	2	2
Lead Vault Cashier	1	1	1
Office Assistant II	1	1	1
Vault Cashier	3	3	4
<i>Total Financial Reporting</i>	<b>21</b>	<b>21</b>	<b>22</b>
<b>Motor Vehicle Registration</b>			
Beer/Liquor License Processor	1	1	1
Downtown Station Manager	1	1	1
Lead Title & Registration Processor	5	5	5
Motor Vehicle Inventory Clerk	2	2	2
Motor Vehicle Registration Director	1	1	1
Motor Vehicle Training Instructor	0	0	1
Office Assistant II	1	1	1
Senior Vehicle Inventory Clerk	1	1	1

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Substation Manager	3	3	3
Title & Registration Processor I	68	68	67
Title & Registration Processor II	16	16	16
Title & Registration Supervisor	6	6	6
<i>Total Motor Vehicle Registration</i>	<b>105</b>	<b>105</b>	<b>105</b>
<b>Property Tax</b>			
Assessing Processor	4	4	4
Assessing Processor Technician	4	4	4
Lead Property Tax Processor	5	5	5
Office Assistant II	1	1	1
Property Tax Manager	1	1	1
Property Tax Processor I	20	20	20
Property Tax Processor II	11	11	11
Property Tax Supervisor	3	3	3
<i>Total Property Tax</i>	<b>49</b>	<b>49</b>	<b>49</b>
<i>Total Tax Assessor-Collector</i>	<b>203</b>	<b>203</b>	<b>204</b>



# TRIAL EXPENSE

FUND: 001  
AGENCY: 221

**Program Description:** The Trial Expense budget allocates funding for various costs directly related to trials and appeals, including expenses for prosecution, defense, and adjudication of cases. These costs include: travel expenses associated with cases requiring a change of venue and payment for appeals cases argued in before the Court of Criminal Appeals; psychiatric evaluations, which may be done at the request of either the State or defense; and professional testimony for both defense and the District Attorney experts. Funding is also provided for court costs, which include freelance court interpreters, the breath test program, required AIDS and STD testing, and a fee to fund the 4th Administrative Judicial Region. Investigation services, which are considered a cost of indigent defense, are also funded in the Trial Expense budget.

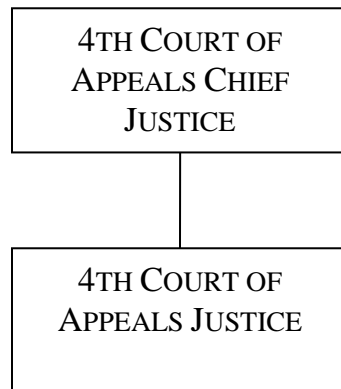
## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Travel and Remunerations	\$0	\$150	\$0	\$0
Operational Costs	1,037,784	1,192,660	1,040,551	1,137,300
<b>Total</b>	<b>\$1,037,784</b>	<b>\$1,192,810</b>	<b>\$1,040,551</b>	<b>\$1,137,300</b>

## Program Justification and Analysis:

- The FY 2008-09 Adopted Budget increases by 9 percent compared to the FY 2007-08 estimates.
- The Travel and Remunerations group stays at the same level as the FY 2007-08 estimates.
- The Operational Costs group increases 9 percent compared to FY 2007-08 estimates due to a newly established requirements contract during the 2007-08 fiscal year for AIDS and STD testing and increased contract obligation for Breath Testing.

# 4<sup>TH</sup> COURT OF APPEALS



# 4<sup>TH</sup> COURT OF APPEALS

FUND: 001  
AGENCY: 248

**Program Description:** The 4th Court of Appeals has intermediate appellate jurisdiction in both civil and criminal cases appealed from the District Courts and the County Courts-at-Law. The jurisdiction covers a 32-county geographical region surrounding San Antonio. The 4th Court of Appeals hears cases that have not yet been submitted to the Supreme Court of Texas or the Court of Criminal Appeals. Cases decided by County Courts-at-Law involving amounts of \$100 or less are excluded. By statute, the 4th Court of Appeals consists of one Chief Justice and six Justices elected within the 32-county district for staggered six-year terms.

## Performance Indicators:

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

### Workload Indicators:

Cases Filed:

Civil	514	456	529
Criminal	412	427	469
Total	926	883	998

### Efficiency Indicators:

Disposal Rate (Cases Disposed/Cases Filed)	101.9%	100%	100%
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## Appropriations:

FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
Actual	Budget	Estimate	Budget

Personnel Services	\$64,399	\$67,130	\$64,511	\$65,075
Operational Costs	10,214	18,020	16,801	16,667
Supplies and Materials	0	40	0	0
Interfund Transfer	5,438	0	0	0
<i>Total</i>	<i>\$80,051</i>	<i>\$85,190</i>	<i>\$81,312</i>	<i>\$81,742</i>

## Program Justification and Analysis:

- The FY 2008-09 Adopted Budget reflects a slight increase compared to FY 2007-08 estimates.
- The Personnel Services group increased slightly less than 1 percent compared to FY 2007-08 estimates. This includes full funding of all authorized positions. The decrease is attributed to the Pre Se Center having been ended causing funding to not be fully utilized.
- The Operational Costs group decreased slightly compared to the FY 2007-08 estimates primarily due to an anticipated reduced need in computer and equipment maintenance requirements.

- The Supplies and Materials group is funded at the same rate as FY 2007-08 estimates.
- The Interfund Transfer group has no funding allocated for FY 2008-09. Records and Storage Fees were represented in Interfund Transfer group for FY 2006-07, but as in FY 2007-08 this is now incorporated in the Operational Costs group.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Chief Justice	1	1	1
Justice	6	6	6
<i>Total – 4<sup>th</sup> Court of Appeals</i>	<i>7</i>	<i>7</i>	<i>7</i>



The UTSA Sports Complex includes a Division 1 athletic facility with track stadiums and soccer fields, along with locker and training rooms. The UTSA Athletic Complex will include collegiate quality venues currently not available anywhere within the San Antonio community.

# **ROAD FUNDS**



The Fencing Center is a project that will develop an international training and competition fencing center. San Antonio will preserve the ability to launch young people from every background in an Olympic sport that instills self confidence and personal discipline, and provides access to, and scholarships from, many of the best universities in the U.S.

**Bexar County, Texas**  
**Farm To Market and Lateral Road Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actuals</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$1,651,635	\$2,122,073	\$141,606
Designated for Encumbrances	8,630	0	0
<b>Total Beginning Balance</b>	<b>\$1,660,265</b>	<b>\$2,122,073</b>	<b>\$141,606</b>

**Revenue**

Ad Valorem Taxes	\$4,762	\$2,947	\$4,800
Other Taxes, Licenses and Permits	217,583	169,107	155,000
Intergovernmental Revenue	91,549	90,000	90,000
Fees on Motor Vehicles	9,745,762	7,904,354	6,360,000
Other Fees	745,856	369,270	300,000
Revenue from the Use of Assets	123,343	74,934	42,800
Sales, Refunds and Miscellaneous	172,228	65,746	1,500
Interfund Transfer		1,501,661	4,240,000
<b>Total Revenues</b>	<b>\$11,101,083</b>	<b>\$10,178,019</b>	<b>\$11,194,100</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$12,761,348</b>	<b>\$12,300,092</b>	<b>\$11,335,706</b>
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<b>APPROPRIATIONS</b>
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Highways	\$10,437,684	\$12,158,486	\$10,781,856
Capital Expenditures	201,428	0	0
Contingencies	0	0	420,670
Interfund Transfers	163	0	0

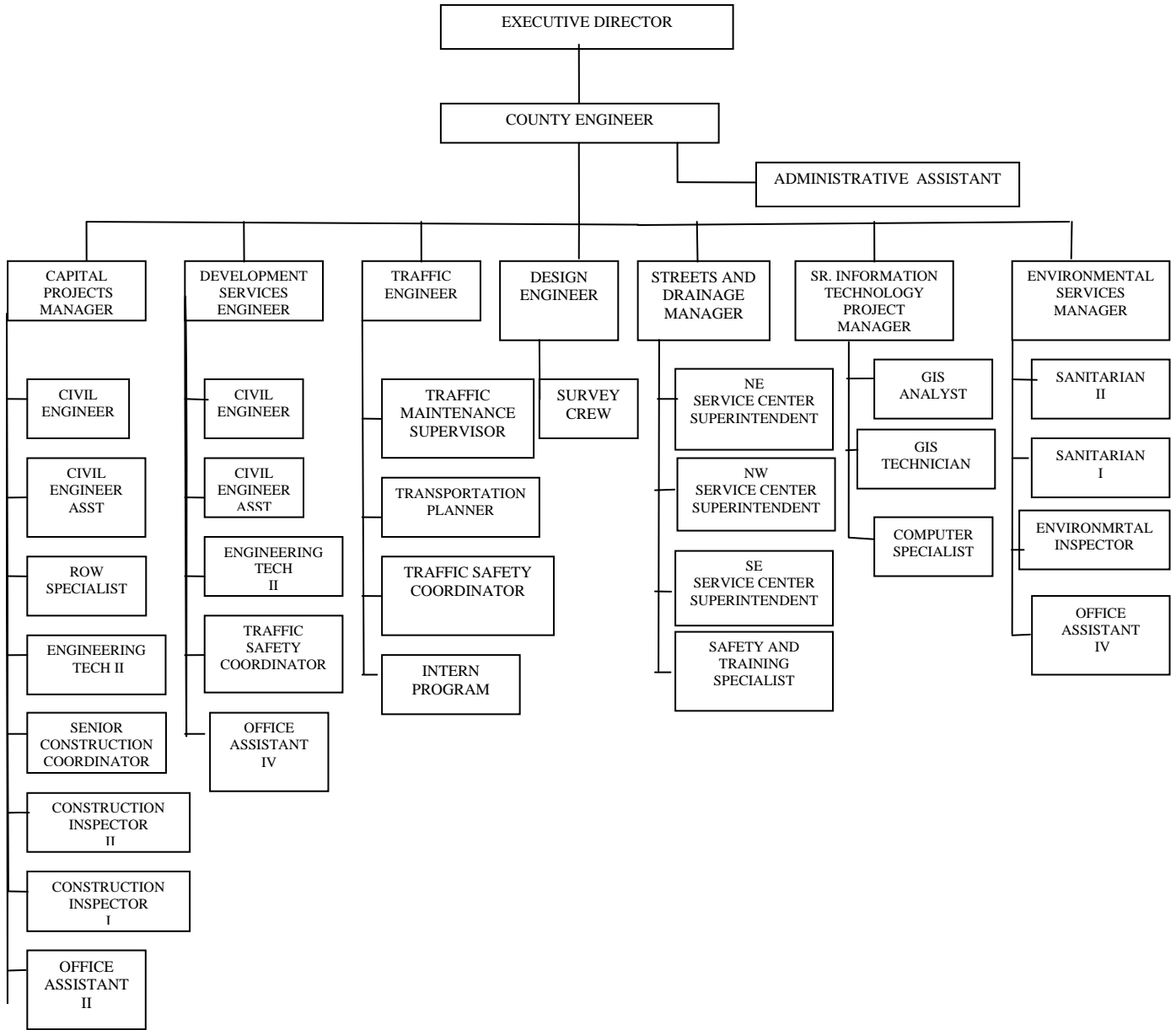
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$10,639,275</b>	<b>\$12,158,486</b>	<b>\$11,202,527</b>
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<b>Appropriated Fund Balance</b>	<b>\$2,122,073</b>	<b>\$141,606</b>	<b>\$133,179</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$12,761,348</b>	<b>\$12,300,092</b>	<b>\$11,335,706</b>
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# INFRASTRUCTURE SERVICES PUBLIC WORKS



# PUBLIC WORKS DIVISION

## ROAD OPERATIONS: FARM TO MARKET AND LATERAL ROAD

Fund: 096  
Agency: 501

**Program Description:** The Farm to Market and Lateral Road Fund provides a companion resource to the Special Road and Bridge Fund for the construction and maintenance of County roadways and bridges. While the Special Road and Bridge Fund provides funding for major road improvement projects to be performed by the County, the Farm to Market and Lateral Road Fund provides funding for the personnel and related expenses required to complete those major projects. The Farm to Market and Lateral Road Fund was established to account for road maintenance in unincorporated areas of the County. The revenue source for this fund is generated from registration fees and fees on the sale of motor vehicles and is augmented by funds from the state based on road miles maintained. Construction and maintenance of the farm to market road system is coordinated with the Texas Department of Transportation and is currently carried out from three Public Works service centers. All operational expenses for the County's Public Works service centers including personnel, equipment, and supplies costs are included in this fund. Also included in the Farm to Market and Lateral Road Fund are costs for plat reviews, subdivision construction plan reviews, traffic engineering, right of way management and acquisition services, construction inspection and monitoring, capital project design review, capital project management, limited in-house design and transfers to the general fund for administrative expenses. Capital project design by consultants and capital project construction by contractors are included in the Special Road and Bridge Fund.

### Performance Indicators:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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#### **Workload Indicators:**

Number of Work Orders for Traffic Maintenance	4,093	4,100	4,150
Number of Work Orders for Road Maintenance	8,607	8,723	8,789
Number of Road Center Lane Mile Maintained	961	1,004	1,030
Number of Plats Reviewed	1,349	1,200	900

#### **Efficiency Indicators:**

Number of Work Orders Processed per Day – Traffic	15.74	15.77	15.96
Number of Work Orders Processed per Day – Road Maintenance	34	34	35
Average Cost per Mile Maintained Roads (Exclude Capital Projects)	\$12,138	\$11,672	\$11,832

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness/Outcome Indicators:**

Percent of First Review of Plats Completed within 7 Days	59%	40%	40%
Percent of Road Maintenance Work Orders Completed	98%	98%	98%
Percent of Traffic Work Orders Completed	98%	98%	98%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$8,286,506	\$8,994,002	\$8,823,429	\$8,975,505
Travel and Remunerations	45,996	45,130	43,830	47,150
Operational Costs	1,301,460	1,666,019	1,746,547	1,418,136
Supplies and Materials	803,722	1,186,567	1,544,679	307,065
Capital Expenditures	201,428	6,493	0	34,000
Contingencies	0	319,023	0	420,670
Interfund Transfer	163	0	0	0
<b>Total</b>	<b>\$10,639,275</b>	<b>\$12,217,234</b>	<b>\$12,158,485</b>	<b>\$11,202,526</b>

**Program Justification and Analysis:**

- The overall FY 2008-09 Adopted Budget for Road Operations Unit's Farm to Market and Lateral Road Fund decreased 7.9 percent compared to the FY 2007-08 estimate. The Adopted Budget includes funding for three program changes and one reclassification described below.
- The Personnel Services group for the FY 2008-09 Adopted Budget increase 1.9 percent compared to the FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The FY 2008-09 Travel and Remunerations Group increased 7.5 percent in FY 2008-09, which maintains the same levels of training and certifications.
- Operational Costs group decreased 23.2 percent compared to the FY 2007-08 estimates, which is explained below.
- The Supplies and Materials budget decreased significantly compared to the FY 2007-08, which is explained below.

The significant decrease in Operational Costs group and Supplies and Materials group is due to the change of funding from Farm to Market Lateral Road to the Special Road and Bridget fund. This is due to a projected decrease in Vehicles Sales Tax revenues in FY 2008-09, which is a major funding source for this Fund 096. The Special Road and Bridge Fund will now pay for same costs previously budgeted in the Farm to Market and Lateral Road Fund. The \$4,240,000, which was collected from the General Fund, will move to Vehicle Sales Tax receipts and will be transferred in as revenue into Farm to Market Lateral Fund.

- The Contingencies group contains funding of \$420,670 for salary increases in FY 2008-09 associated with salary adjustments.
- There are two program changes included in the FY 2008-09 Adopted Budget totaling \$67,170.
  - The first approved program change includes the deletion of one Office Assistant IV (NE-05) and the addition of a Administrative Assistant (E-04) costing \$8,448 annually.
  - The second approved program change includes the deletion of six Equipment Operator II (NE-04) and the addition of six Equipment Operator II with Pesticide Licenses (NE-05) costing \$57,089 annually.
- The FY 2008-09 Adopted Budget also includes the re-grade of one Traffic Maintenance Supervisor from an NE-08 to an E-05 at an annual cost of \$1,632.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Administration</b>			
Administrative Assistant	0	0	1
Administrative Clerk I	1	1	1
Attorney III	1	1	1
Capital Projects Manager	1	1	1
Civil Engineers	2	2	2
Civil Engineering Assistant	5	6	6
Computer Specialist	1	0	0
Construction Inspector II	2	4	4
Construction Inspector I	7	5	5
County Engineer	1	1	1
Design Engineer	1	1	1
Development Services Engineer	1	1	1
Engineering Technician II	2	2	2
Fiscal and Administrative Services Manager	1	1	1
GIS Analyst	1	1	1
GIS Coordinator	0	0	0
Human Resources Technician	1	1	1
Office Assistant IV	4	4	3

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Office/Contracts Supervisor	1	1	1
Office Assistant II	1	1	1
Right of Way Specialist	1	1	1
Safety and Training Coordinator	1	1	1
Senior Construction Inspector	1	1	1
Senior Information Technology Program Manager	1	1	1
Streets and Drainage Manager	1	1	1
Subdivision Technician	1	1	1
Survey Crew Chief	1	1	1
Survey Crew Worker	1	1	1
Survey Instrument Operator	1	1	1
Technical Support Specialist III	0	1	1
Traffic Engineer	1	1	1
Traffic Safety Coordinator	2	1	1
<b><i>Total – Administration</i></b>	<b>46</b>	<b>46</b>	<b>46</b>
<b>Southeast Service Center</b>			
Administrative Clerk II	1	1	1
Concrete Crew Foreman	1	1	1
Equipment Operator I	32	32	32
Equipment Operator II	10	10	8
Equipment Operator II w/Pesticides Licenses	0	0	2
Fence Crew Foreman	1	1	1
Field Maintenance Worker	19	19	19
Paving Crew Foreman	1	1	1
Public Works Assistant Superintendent	3	3	3
Public Works Superintendent	1	1	1
Senior Equipment Operator	11	11	11
Tire Service Worker	1	1	1
Welder I	1	1	1
<b><i>Total – Southeast Service Center</i></b>	<b>82</b>	<b>82</b>	<b>82</b>
<b>Northeast Service Center</b>			
Administrative Clerk II	1	1	1
Equipment Operator I	20	20	20
Equipment Operator II	8	8	6
Equipment Operator II w/Pesticides Licenses	0	0	2
Field Maintenance Worker	11	11	11
Pavement Marking Operator I	2	1	1

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Pavement Marking Operator II	1	2	2
Public Works Assistant Superintendent	2	2	2
Public Works Superintendent	1	1	1
Senior Equipment Operator	3	3	3
Traffic Control Fabricator I	1	1	1
Traffic Control Fabricator II	1	1	1
Traffic Counter I	1	1	1
Traffic Counter II	1	1	1
Traffic Maintenance Supervisor	1	1	1
Traffic Sign Technician I	3	3	3
Traffic Sign Technician II	3	3	3
<b><i>Total – Northeast Service Center</i></b>	<b>60</b>	<b>60</b>	<b>60</b>
<b>Northwest Service Center</b>			
Administrative Clerk II	1	1	1
Equipment Operator I	19	19	19
Equipment Operator II	8	8	6
Equipment Operator II w/Pesticides Licenses	0	0	2
Field Maintenance Worker	13	13	13
Public Works Assistant Superintendent	1	1	1
Public Works Superintendent	1	1	1
Senior Equipment Operator	3	3	3
<b><i>Total – Northwest Service Center</i></b>	<b>46</b>	<b>46</b>	<b>46</b>
<b>Public Works - Fleet Maintenance</b>			
Automotive Part Clerk	1	1	1
Equipment Maintenance Coordinator	1	1	1
Mechanic I	7	7	6
Mechanic II	4	4	4
<b><i>Total – Public Works Fleet Maintenance</i></b>	<b>13</b>	<b>13</b>	<b>13</b>
<b><i>Total – Farm to Market and Lateral Road</i></b>	<b>247</b>	<b>247</b>	<b>247</b>

**Bexar County, Texas  
Special Road and Bridge Fund Summary  
Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$15,589,099	\$18,558,091	\$6,823,511
Designated for Encumbrances			
<b>Total Beginning Balance</b>	<b>\$15,589,099</b>	<b>\$18,558,091</b>	<b>\$6,823,511</b>

**Revenue**

Fees on Motor Vehicles	\$12,193,423	\$12,505,818	\$11,927,000
Revenue from use of Assets	684,308	814,272	467,400
Sales, Refunds and Miscellaneous	100,468	146,073	156,400
<b>Total Revenues</b>	<b>\$12,978,199</b>	<b>\$13,466,163</b>	<b>\$12,550,800</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$28,567,298</b>	<b>\$32,024,254</b>	<b>\$19,374,311</b>
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<b>APPROPRIATIONS</b>
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Highways - General Government	\$2,738,260	\$4,644,090	\$7,243,525
Highways - Projects	31,030	261,427	1,500,000
Capital Expenditures	2,255,599	2,570,000	2,720,000
Interfund Transfers	4,984,319	17,725,226	4,500,000

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$10,009,208</b>	<b>\$25,200,743</b>	<b>\$15,963,525</b>
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<b>Appropriated Fund Balance</b>	<b>\$18,558,091</b>	<b>\$6,823,511</b>	<b>\$3,410,786</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$28,567,299</b>	<b>\$32,024,254</b>	<b>\$19,374,311</b>
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# PUBLIC WORKS DIVISION

## ROAD OPERATIONS-SPECIAL ROAD AND BRIDGE FUND

**Fund: 280**  
**Agency: 501**

**Mission:** The mission of the Public Works Division of the Infrastructure Services Department is to provide for the safe and efficient movement of people and commerce over County roads and bridges; to assist in improved air and water quality and land development through administering of environmental regulations and subdivision development standards; and to efficiently and effectively manage the resources of the Public Works Division.

**Program Description:** The Special Road and Bridge Fund provide monies for the construction and maintenance of County roads and bridges. The fund's main revenue source is the \$10 road and bridge fees charged when motor vehicle licenses are issued. The Special Road and Bridge Fund is predominantly a capital fund, with a majority of the appropriations used for road, bridge and drainage capital improvements, road equipment and machinery, and road and traffic material purchases. The Infrastructure Services Department, Public Works Division, manages the fund. Personnel and Capital costs associated with these road projects appear in the Farm to Market and Lateral Road Fund budget and in the Public Works General Fund budget.

### **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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#### **Workload Indicators:**

*Primary:*

Dollars of Projects Under Design	\$10,440,000	\$6,139,000	\$5,100,000
Dollars of Projects In Construction	\$66,140,000	\$70,790,000	\$82,700,000
Number of Permit Inspections Made	8,412	7,500	7,800
Number of Miles of Road Resurfaced	1,410	115	117

*Secondary:*

Number of Capital Projects In Design	19	15	13
Number of Capital Projects In Construction	9	6	8

#### **Efficiency Indicators:**

Average Number of Miles Seal Coated Per Week	2.12	2.21	2.25
Dollars of Projects Managed	\$76,580,000	\$76,929,000	\$87,800,000
Dollars of Projects Inspected Per Inspector (9)	\$7,348,900	\$7,865,600	\$9,188,900
Number of Permits Inspected Per Inspector (9)	935	833	800



FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Effectiveness Indicators:**

Percent of Miles of Roads in the System Resurfaced	12%	12%	12%
Miles of Projects Substantially Complete	6.8	4.5	15.0
Number of Projects Substantially Complete	5	4	6
Dollars of Projects Substantially Complete	\$20,235,000	\$10,970,000	\$53,300,000

**Appropriations:**

The schedule on the following pages shows the recommended appropriations.

**Program Justification and Analysis:**

- The overall FY 2008-09 Adopted Budget for the Special Road and Bridge Fund reflects a 51.2 percent decrease in comparison to the FY 2007-08 estimates. The decrease is due to the amount of funding required for the Interfund Transfer to the Special Road and Bridge Projects Fund (Projects) Proposed Budget
- The FY 2008-09 Adopted Budget allocates \$1,500,000 for Special Road and Bridge Fund (Cash Funded) for existing as well as new projects. The total proposed funding for new projects in FY 2008-09 is \$300,000.
- One new project is approved for FY 2008-09. The approved projects include \$300,000 for Arena Road Right-of-Way.
- The FY 2008-09 Adopted Budget for the Special Road and Bridge Fund includes funding in the amount of \$2,700,000 in the Capital Expenditures group for the replacement of road equipment.
- The FY 2008-09 Adopted Budget for the Special Road and Bridge Fund includes one transfer totaling \$4,500,000. Funding in the amount of \$4,000,000 is approved to be transferred into the Special Road and Bridge Projects Fund (Projects) for new funding.
- In FY 2008-09, several projects will remain in the operational portion of the Special Road and Bridge Fund, however these are projects that are nearing completion or are anticipated to be completed in FY 2008-09.
- The following table lists those projects that remain in the Special Road and Bridge Operations Budget (Fund 280). These are single year funded projects in FY 2008-09:

**Appropriations:**

Bexar County

Special Road &amp; Bridge Fund (Cash Funded)

Fiscal Year Ending September 30, 2009

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY2008-09 Approved
<b>5024</b>	<b>Administrative Road Operations</b>			
	Operational Costs	\$52,449	\$1,113,090	\$1,465,000
	Supplies & Materials	2,685,811	3,531,000	5,778,525
	Capital Expenditures	2,255,599	2,570,000	2,720,000
	Interfund Transfers	4,984,319	17,725,226	4,500,000
	<b>TOTAL ADMINISTRATIVE</b>	<b>\$9,978,178</b>	<b>\$24,939,316</b>	<b>\$14,463,525</b>
<b>PROJECTS</b>				
<b>5219</b>	Loop 1604 ROW	\$0	\$25,168	\$10,000
<b>5275</b>	New World II	0	0	35,000
<b>5279</b>	Crestway I (MPO)	0	0	25,000
<b>5280</b>	Kitty Hawk (MPO)	0	0	15,000
<b>5281</b>	Mission Trails (MPO)	21,466	0	105,000
<b>5303</b>	Crestway II (MPO)	9,007	0	45,000
<b>5305</b>	Miller Road	0	0	55,000
<b>5322</b>	Warning Lights and Traffic Signals	0	0	113,500
<b>5331</b>	Applewhite North	557	0	0
<b>5356</b>	Traffic Calming Devices, Pct 1	0	0	100,000
<b>5357</b>	Traffic Calming Devices, Pct 2	0	0	100,000
<b>5358</b>	Traffic Calming Devices, Pct 3	0	0	100,000
<b>5359</b>	Traffic Calming Devices, Pct 4	0	0	100,000
<b>5360</b>	Bridge Assessment	0	221,500	446,500
<b>5361</b>	Infrastructure Maintenance Activities	0	0	200,000
<b>5362</b>	Guardrail Project	0	14,759	50,000
	<b>Total Capital Projects</b>	<b>\$31,030</b>	<b>\$261,427</b>	<b>\$1,500,000</b>
	<b>TOTAL SPECIAL ROAD &amp; BRIDGE</b>	<b>\$10,009,208</b>	<b>\$25,200,743</b>	<b>\$15,963,525</b>

# PUBLIC WORKS DIVISION

## ROAD OPERATIONS-SPECIAL ROAD AND BRIDGE FUND MULTI-YEAR PROJECTS

**Fund: 281**  
**Agency: 501**

- Within Fund 281 of the FY 2008-09 Adopted Budget, projects are separated from the operations component of the Special Road and Bridge Fund. The projects include those projects that were debt funded in FY 2005-06 and FY 2008-09 as well as some projects that are cash funded that are in the preliminary phases and construction phases.
- The FY 2008-09 Special Road & Bridge (Multi-Year Projects) Fund includes funding in the amount of \$300,000 for one new project. The new project is the Arena Road right-of-way.
- For FY 2008-09, a Certificate of Obligation in the amount of \$4 million was made to support funding for Fund 280.
- The following table lists the projects that are in the Special Road and Bridge Projects Budget (Fund 281). These are multi-year projects that will carry over funding until the completion of the projects.

**Bexar County, Texas**

**Special Road & Bridge Fund (Multi-Year Projects)**

**Fiscal Year Ending September 30, 2009**

**Fund 281**

Total Project Budget	Expenditures To Date	FY 2008-09 Available
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Proceeds form Previous Debt Issuance	\$6,000,000	\$0	\$6,000,000
Proceeds from New Debt Issuance	4,000,000	0	4,000,000
Interfund Transfers	33,867,800	23,696,804	10,170,996
Private Funding Donations	4,786,461	3,971,861	814,600
Intergovernmental Revenue	661,552	661,552	0
<b>Total Beginning Balance</b>	<b>\$49,315,813</b>	<b>\$28,330,217</b>	<b>\$20,985,596</b>

<b>TOTAL AVAILABLE FUNDS</b>
------------------------------

	<b>\$49,315,813</b>	<b>\$28,330,217</b>	<b>\$20,985,596</b>
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<b>Total Project Budget</b>	<b>Expenditures To Date</b>	<b>FY 2008-09 Available</b>
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<b>APPROPRIATIONS</b>
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5230 - State Highway 211 ROW	\$1,766,522	\$1,264,880	\$501,642
5323 - Drainage Structures 04	2,879,266	2,878,355	911
5327 - Copper Ridge Sports Park	1,000,000	1,000,000	0
5334 - Heritage Park Subdivisions Phase I	1,155,000	1,149,959	5,041
5335 - Ventura VII	1,948,000	1,839,606	108,394
5336 - Raven Field	2,180,000	2,073,269	106,732
5337 - Bulverde Road, Phase II	204,960	204,960	0
5338 - Boerne Stage Road Phase I	782,000	564,940	217,060
5342 - Galm Rd Drainage & Rd Rebuild	8,405,000	1,197,254	7,207,746
5343 - Borgfield Road Phase II	4,335,845	491,968	3,843,877
5344 - Wiseman Road Extension	8,634,351	8,172,280	462,071
5346 - Bulverde/Evans Intersection	1,000,000	339,800	660,200
5347 - Bulverde Road Phase III	4,240,000	4,051,818	188,182
5349 - General Engineering Services			
F&N (ROW)	620,000	420,000	200,000
5350- Comal Street	480,000	142,769	337,231
5351- Talley Road - Potranco to Culebra	800,000	200,000	600,000
5352- Foster Road at Lakeview Traffic	400,000	79,628	320,372
5353- Foster Road Phase II	800,000	401,774	398,226
5354- Babcock Phase V	700,000	174,858	525,142
5355- Ventura Phase VIII	3,125,000	202,000	2,923,000
5363- Ventura IX and X	500,000	399,000	101,000
5364- Heritage Park SD Phase II	1,865,000	296,200	1,568,800
5365- Traffic Signal Pct 1	450,000	84,900	365,100
5366- FM 2536 Old Pearsall Rd (TxDOT			
Matching Funds)	700,000	700,000	0
Arena Rd. ROW	300,000	0	300,000
<b>Total Capital Projects</b>	<b>\$49,270,944</b>	<b>\$28,330,218</b>	<b>\$20,940,727</b>
<b>Contingencies</b>	<b>\$44,869</b>	<b>\$0</b>	<b>\$44,869</b>
<b>Total Appropriations</b>	<b>\$49,315,813</b>	<b>\$28,330,218</b>	<b>\$20,985,596</b>

# TEXAS DEPT OF TRANSPORTATION AND ADVANCED TRANSPORTATION DISTRICT MULTI-YEAR FUND

**Fund: 282**

- On December 19, 2006, Commissioners Court approved a Pass Through Financing Program Agreement between Bexar County and the TxDOT for the construction of improvements to the roadways of FM 3487 from IH 410 to FM 471 (Culebra Road) and FM 2696 from Glade Crossing to West Oak Estates (Blanco Road).
- The improvements to Culebra Road includes upgrades to the existing roadway, a sixth lane, intermittent raised medians at major signalized intersections, several upgrades at several cross drainage features including relocating a segment of the city street outside of a flood prone area. The improvements to Blanco Road include upgrading the existing roadway to four lanes, raised median to separate vehicular travel, several channelized median openings to allow left turn lanes and several cross drainage features.
- According to this agreement, all construction costs associated with the road improvements will be reimbursed to Bexar County by TxDOT and ATD.

**Bexar County, Texas**

**Texas Department of Transportation (TxDOT) &  
Advance Transportation District (ADT) Multi-Year Fund  
Fiscal Year Ending September 30, 2009**

**Fund 282**

Total Project Budget	Expenditures To Date	FY 2008-09 Available
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<b>AVAILABLE FUNDS</b>
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**Revenue**

Intergovernmental Revenue	\$53,845,000	\$43,501,501	\$10,343,499
<b>Total Revenues</b>	<b>\$53,845,000</b>	<b>\$43,501,501</b>	<b>\$10,343,499</b>

<b>TOTAL AVAILABLE FUNDS</b>
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<b>APPROPRIATIONS</b>
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5348 - Culebra Road - FM 3487	\$22,880,000	\$17,837,559	\$5,042,441
5351 - Blanco Road - FM 2696	30,965,000	25,663,942	5,301,058
<b>Total Capital Projects</b>	<b>\$53,845,000</b>	<b>\$43,501,501</b>	<b>\$10,343,499</b>
<b>Contingencies</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$53,845,000</b>	<b>\$43,501,501</b>	<b>\$10,343,499</b>

# **OTHER OPERATING FUNDS**



Improvements along the Mission Reach of the San Antonio River will focus on ecosystem restoration using a technique known as fluvial geomorphology. This technique will transform the straightened river to replicate the original flow of the river while maintaining flood control, reducing erosion, re-introducing native vegetation and creating an environment more suitable for recreation and wildlife.



Bexar County, Texas  
Records Management - County Clerk Fund Summary  
Fiscal Year Ending September 30, 2009

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$5,633,493	\$8,005,379	\$7,422,213
<b>Total Beginning Balance</b>	<b>\$5,633,493</b>	<b>\$8,005,379</b>	<b>\$7,422,213</b>

**Revenue**

Court Cost and Fines	\$3,927	\$3,648	\$3,000
Other Fees	3,226,980	2,811,009	2,800,000
Revenue from Use of Assets	365,146	328,451	186,700
Sales, Refunds and Miscellaneous	228,782	1,576	500
Interfund Transfer from Capital Projects	472,129	0	0
<b>Total Revenues</b>	<b>\$4,296,964</b>	<b>\$3,144,684</b>	<b>\$2,990,200</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$9,930,457</b>	<b>\$11,150,063</b>	<b>\$10,412,413</b>
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<b>APPROPRIATIONS</b>
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General Government	\$1,925,078	\$3,677,850	\$4,631,800
Capital Expenditures	0	50,000	25,000
Interfund Transfers	0	0	0

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$1,925,078</b>	<b>\$3,727,850</b>	<b>\$4,656,800</b>
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<b>Appropriated Fund Balance</b>	<b>\$8,005,379</b>	<b>\$7,422,213</b>	<b>\$5,755,613</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$9,930,457</b>	<b>\$11,150,063</b>	<b>\$10,412,413</b>
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# RECORDS MANAGEMENT – COUNTY CLERK FUND

FUND: 003  
AGENCY: 103

**Program Description:** The main purpose of the Records Management - County Clerk Fund is to provide funding to maintain and preserve the essential public records of the County. The County Clerk uses these funds to preserve the history and the heritage of Bexar County by providing records management and preservation services after filing and recording documents in the records of the Office of the County Clerk. The County Clerk is responsible for maintaining records filed from 1699 to present. Activities include records preservation, storage and retrieval as well as disaster preparedness. The main functions funded in the Records Management-County Clerk Fund include storage costs and the imaging contract costs for the County Clerk’s Office.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Number of files pulled	10,300	10,500	10,800
Number of files returned/re-filed	8,000	8,500	9,000
Number of files interfiled	12,850	25,700	26,000
<b>Efficiency Measures:</b>			
Number of files pulled per FTE	3,433	3,500	3,600
Number of files returned/re-filed per FTE	2,667	2,835	3,000
Number of files interfiled per FTE	4,283	8,570	8,670
<b>Effectiveness Measures:</b>			
Average daily response time (pulled & delivered)	2 hrs.	2 hrs.	2 hrs.
Average time needed to pick-up and re-file	2 hrs.	2 hrs.	2 hrs.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs	\$1,915,364	\$3,889,695	\$3,636,286	\$4,524,695
Supplies and Materials	9,715	105,525	41,564	107,105
Capital Expenditures	0	50,000	50,000	25,000
<i>Total</i>	<b>\$1,925,079</b>	<b>\$4,045,220</b>	<b>\$3,727,850</b>	<b>\$4,656,800</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 23.93 percent when compared to FY 2007-08 estimates. This increase is due to increasing of document imaging in the Operational Costs group and increasing the use of this budget to fund Supplies and Materials for the County Clerk.
- The Operational Costs group increases 23.42 percent when compared to FY 2007-08 estimates. The amount adopted is the amount that is budgeted in FY 2007-08 for this group plus vehicle fuel and oil.
- The Supplies and Materials group increases significantly when compared to FY 2007-08 estimates because of previous supplies and materials that were purchased from the General Fund to be purchased from this Fund in FY 2008-09.
- The Capital Expenditures group provides \$25,000 for office and other equipment and technology associated with the management of County Clerk records.

Bexar County, Texas  
 Bexar County, Texas  
 County Wide Records Management Fund  
 Fiscal Year Ending September 30, 2009

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$559,351	\$593,662	\$568,899
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$559,351</b>	<b>\$593,662</b>	<b>\$568,899</b>

**Revenue**

Court Costs and Fines	\$486,665	\$485,156	\$470,100
Revenue from Use of Assets	29,705	24,338	14,600
<b>Total Revenues</b>	<b>\$516,370</b>	<b>\$509,494</b>	<b>\$484,700</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$1,075,721</b>	<b>\$1,103,156</b>	<b>\$1,053,599</b>
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<b>APPROPRIATIONS</b>
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Judicial	\$258,316	\$534,257	\$712,397
Capital Expenditures	85,285	0	0
Interfund Transfers	138,458	0	0

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$482,059</b>	<b>\$534,257</b>	<b>\$712,397</b>
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<b>Appropriated Fund Balance</b>	<b>\$593,662</b>	<b>\$568,899</b>	<b>\$341,202</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$1,075,721</b>	<b>\$1,103,156</b>	<b>\$1,053,599</b>
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# RECORDS MANAGEMENT – COUNTY WIDE FUND

FUND: 004  
AGENCY: 108

**Program Description:** The Records Management – County Wide Fund was created to account for revenues generated by fees for defendants convicted of an offense in a County or District Court and the issuance of certain certificates. In 1999, the Legislature increased the fee from \$10 to \$20, effective September 1, 1999. This revenue may only be used for records management and preservation or automation purposes for any office or department in the County. Government Code Section 25.0171(b)(1999) mandates counties to create a separate fund for these revenues. These funds are generally used for microfilming of records, microfilm equipment, and costs related to record storage.

The mission and goal of the Countywide Records Management Fund is to provide funds and resources that can be used to microfilm/image records stored by County offices and departments in the Courthouse or at an off-site records facility in order to better utilize office space and preserve County records. Microfilming/imaging provides 97 percent savings in storage space. Over 70 percent of County offices and departments use this funding to facilitate the storage of their records at the County off-site storage facility. Currently, the Records Management Center is able to provide some microfilming services to County offices and departments; however, most microfilm work is outsourced to private service companies.

## **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators:**

Records Storage Space Recovered	5,000	5,000	3,000
Records Storage Projects Completed	3	3	4
Building Square Feet Maintained	72,000	72,000	72,000

### **Efficiency Indicators:**

Number of Square Feet Utilized for Storage	50,000	50,000	58,000
Percent of Projects Completed	85%	85%	90%
Number of County Offices Using the Records Ctr.	35	36	36

### **Effectiveness Indicators:**

Percent of County Offices Using the Records Ctr.	60%	70%	75%
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**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs	\$248,206	\$534,257	\$534,257	\$712,397
Supplies & Materials	10,110	0	0	0
Capital	85,285	0	0	0
Interfund Transfer	138,458	0	0	0
<b>Total</b>	<b>\$482,059</b>	<b>\$534,257</b>	<b>\$534,257</b>	<b>\$712,397</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases significantly compared to FY 2007-08 estimates. This increase is due to one-time imaging funding for the Medical Examiner and Crime Lab. This funding will be used to image past case files to make them digital and free space in the Records Storage Center.

- The Operational Costs group includes funding for the following imaging projects:

• County Clerk	\$200,000
• District Clerk	\$ 95,000
• County Auditor	\$ 65,000
• Medical Examiner	\$150,000
• Crime Lab	\$36,000
• Records Storage Fee	\$166,397
<b>Total</b>	<b>\$712,397</b>

**Bexar County, Texas  
 Court Security Fund Summary  
 Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$88,976	\$134,404	\$23,256
Designated for Encumbrances			
<b>Total Beginning Balance</b>	<b>\$88,976</b>	<b>\$134,404</b>	<b>\$23,256</b>

**Revenue**

Court Costs and Fines	\$419,200	\$402,238	\$383,900
Other Fees	379,028	338,951	335,100
Interest Revenue	9,912	2,387	700
Interfund Transfer	367,289	351,196	638,535
<b>Total Revenues</b>	<b>\$1,175,429</b>	<b>\$1,094,772</b>	<b>\$1,358,235</b>

**TOTAL AVAILABLE FUNDS**

<b>\$1,264,405</b>	<b>\$1,229,176</b>	<b>\$1,381,491</b>
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<b>APPROPRIATIONS</b>
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Public Safety	\$1,130,001	\$1,205,920	\$1,328,139
Contingencies	0	0	41,988

**TOTAL OPERATING  
 APPROPRIATIONS**

<b>\$1,130,001</b>	<b>\$1,205,920</b>	<b>\$1,370,127</b>
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**Appropriated Fund Balance**

<b>\$134,404</b>	<b>\$23,256</b>	<b>\$11,364</b>
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**TOTAL APPROPRIATIONS**

<b>\$1,264,405</b>	<b>\$1,229,176</b>	<b>\$1,381,491</b>
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# COURTHOUSE SECURITY FUND

FUND: 005  
AGENCY: 350

**Program Description:** The Courthouse Security Fund was originally established to account for revenue generated by security fees created during the 1993 Texas Legislative Session and instituted in October 1993 by Commissioners Court. Justice of the Peace Court security fees were added by the Texas Legislature in 1997. A \$5 fee for security is collected at the time of filing of each civil case filed in District Courts or County Courts-at-Law. The County also collects \$5 from defendants convicted of a felony offense in a District Court and \$3 from those convicted of a misdemeanor offense in any court. In addition, the County receives \$1 for every document filed that is not subject to the \$5 security fee. The legislature created the fees to help fund security services in buildings housing Courts. The County uses the proceeds from these fees to help offset security costs for those County facilities that house the courts such as the Courthouse, the Justice Center, and the Tejeda Justice Center. Funds generated help pay the cost of the security monitor and law enforcement services provided by the Bexar County Sheriff's Office.

Prior to FY 2000-01 Bexar County contracted with private vendors for the provision of security in buildings that house courts. In FY 2000-01 the Sheriff's Office was authorized thirty Security Monitors and five Law Enforcement Officers to staff entrances to County buildings that house courts.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$1,130,000	\$1,296,972	\$1,205,920	\$1,328,139
Contingencies	0	0	0	41,988
<b>Total</b>	<b>\$1,130,000</b>	<b>\$1,296,972</b>	<b>\$1,205,920</b>	<b>\$1,370,127</b>

## Program Justification and Analysis:

- The FY 2008-09 Adopted Budget increases 13.6 percent and represents funding of positions at the same levels of estimated expenditures during FY 2007-08, full funding of any salary increases granted that year, and a contingency to fund compensation adjustments authorized by Commissioners Court in FY 2008-09
- One program change is authorized in the FY 2008-09 Adopted Budget. The program change deletes one Security Monitor (NE-02) position at the Vista Verde facility for an annual savings of \$26,946. The position was authorized in the FY 2007-08 Adopted Budget and has never been filled.

## Authorized Positions:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Court Security</b>			
Deputy Sheriff - Law Enforcement	5	5	5
Security Monitor	21	22	21
Security Monitor II	9	9	9
<b>Total - Court Security</b>	<b>35</b>	<b>36</b>	<b>35</b>

**Bexar County, Texas**  
**Justice of the Peace Technology Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$511,093	\$774,721	\$906,541
<b>Total Beginning Balance</b>	<b>\$511,093</b>	<b>\$774,721</b>	<b>\$906,541</b>

**Revenue**

Court Costs and Fines	\$269,749	\$233,183	\$251,000
Interest Revenue	34,358	29,964	18,000
<b>Total Revenues</b>	<b>\$304,107</b>	<b>\$263,147</b>	<b>\$269,000</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$815,200</b>	<b>\$1,037,868</b>	<b>\$1,175,541</b>
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<b>APPROPRIATIONS</b>
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Personnel	\$0	\$31,327	\$76,876
Judicial	40,479	100,000	125,565
Contingencies			200,000

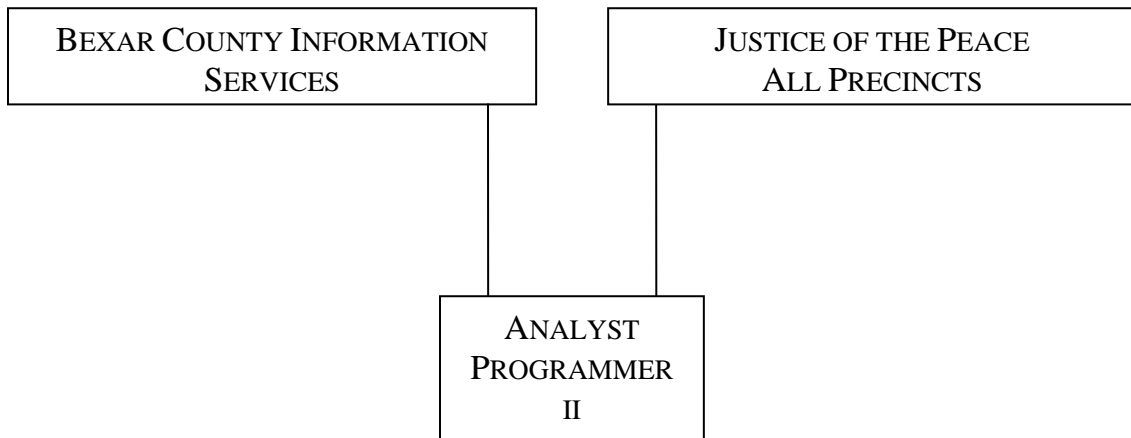
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$40,479</b>	<b>\$131,327</b>	<b>\$402,441</b>
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<b>Appropriated Fund Balance</b>	<b>\$774,721</b>	<b>\$906,541</b>	<b>\$773,100</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$815,200</b>	<b>\$1,037,868</b>	<b>\$1,175,541</b>
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# JUSTICE OF THE PEACE TECHNOLOGY FUND



# JUSTICE OF THE PEACE – TECHNOLOGY FUND

FUND: 006  
AGENCY: 230

The Justice of the Peace Technology Fund was created as a result of legislation passed by the 77<sup>th</sup> Texas Legislature in the 2001 session allowing the assessment of a fee of up to \$4 to defendants convicted of misdemeanor cases in Justice of the Peace Courts. Bexar County Commissioners Court approved the collection of the \$4 fee in 2001. The fee was collected for approximately two months, but was suspended due to pending litigation. A judgment was handed down June 30, 2003 dismissing the litigation. On September 9, 2003, Bexar County Commissioners Court reauthorized the collection of the \$4 fee. This fee may only be used to provide funds for specific technological enhancements for justice courts including: computer systems, computer networks, computer hardware, computer software, imaging systems, electronic kiosks, electronic ticket writers, and docket management systems, with approval by the Commissioners Court of a budget in accordance with Chapter 111 of the Texas Local Government Code.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel	\$0	\$31,327	\$76,876
Operational Costs	40,479	100,000	125,565
Contingencies	0	0	200,000
<b>Total</b>	<b>\$40,479</b>	<b>\$131,327</b>	<b>\$402,441</b>

## Program Justification and Analysis:

- Personnel costs include funding for one Analyst Programmer II (E-07) to be dedicated to the programming and technology implementation needs of all Bexar County Justice of the Peace offices. The annual cost of this is \$76,876.
- Funding is provided in the Operational Costs group in the amount of \$125,565 for the purchase of technology by the Justice of the Peace Offices as required to increase efficiencies or as identified by technology needs assessments conducted by Information Services.
- Contingency funding in the amount of \$200,000 is allocated for the purchase of major system upgrades, and installation of computer systems associated with the relocation of offices.

## Authorized Positions:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Analyst Programmer II	0	1	1
<b>Total – Justice of the Peace Technology Fund</b>	<b>0</b>	<b>1</b>	<b>1</b>

**Bexar County, Texas**  
**Fire Code Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$500,742	\$1,025,567	\$1,218,854
Designated for Encumbrances			
<b>Total Beginning Balance</b>	<b>\$500,742</b>	<b>\$1,025,567</b>	<b>\$1,218,854</b>

**Revenue**

Other Fees	\$1,014,700	\$920,460	\$675,000
Revenue from use of Assets	0	0	0
Sales, Refunds and Miscellaneous	46,050	43,091	25,800
<b>Total Revenues</b>	<b>\$1,060,750</b>	<b>\$963,551</b>	<b>\$700,800</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$1,561,492</b>	<b>\$1,989,118</b>	<b>\$1,919,654</b>
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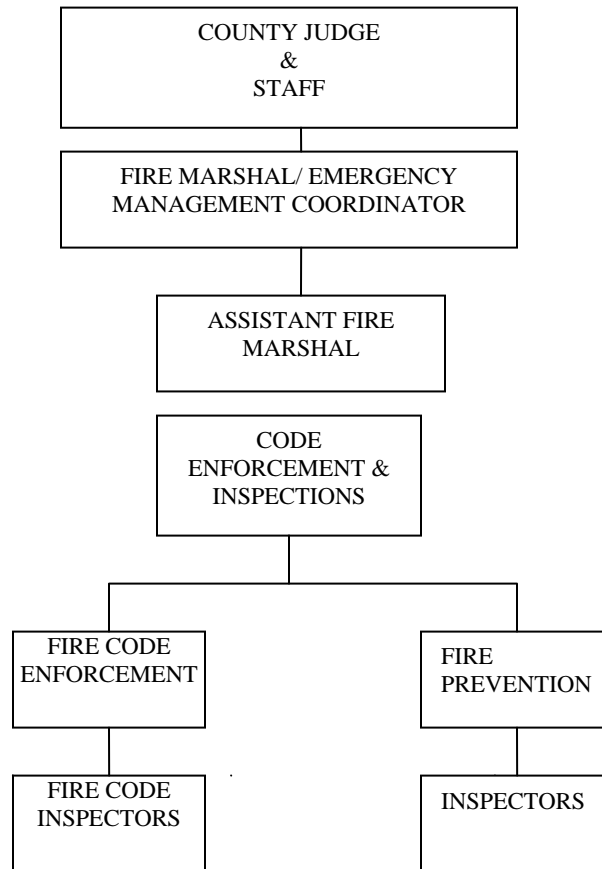
<b>APPROPRIATIONS</b>
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Personnel Costs	\$446,007	\$658,752	\$678,248
Remuneration for Services	0	0	0
Operational Costs	0	0	0
Supplies and Materials	0	0	0
Capital	\$89,918	\$111,512	\$300,000
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$535,925</b>	<b>\$770,264</b>	<b>\$978,248</b>

<b>Appropriated Fund Balance</b>	<b>\$1,025,567</b>	<b>\$1,218,854</b>	<b>\$941,406</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$1,561,492</b>	<b>\$1,989,118</b>	<b>\$1,919,654</b>
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# FIRE CODE FUND



# FIRE CODE FUND

FUND: 007  
AGENCY: 101

**Program Description:** The Fire Marshal's Office is responsible for reviewing plans for new commercial construction and inspecting buildings for compliance with Bexar County's Fire and Building Codes. Revenues are generated from fees charged for these services. State law mandates that counties establish a separate fund for these revenues. State law also dictates that revenues in this fund be expended only for administration and enforcement of the Fire Code.

This fund was established in September 1993 and the fees were instituted in May 1994.

## **Performance Indicators:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

### **Work Load Indicators:**

# of building permits processed	308	275	250
# of fire protection system permits processed	230	395	300
# of code consultations conducted	28	27	25

### **Efficiency Indicators:**

Average # of days to process building permits	16	10	10
# of rough-in construction inspections conducted	186	208	200
# of final constructions inspection conducted	192	197	195

### **Effectiveness Indicators:**

Building permits issued within 14 calendar days	71%	90%	90%
System permits issued within 14 calendar days	90%	90%	90%
Number of work authorizations issued within 14 days	100%	100%	100%

## **Appropriations:**

FY 2006-07	FY 2007-08	FY 2007-08	FY 2008-09
Actual	Budget	Estimate	Budget

Personnel Services	\$255,294	\$354,313	\$354,313	\$374,780
Travel and Remunerations	22,325	27,325	25,272	27,325
Operational Costs	81,576	176,878	172,660	181,846
Supplies and Materials	86,812	127,444	106,506	94,297
Capital	89,918	134,878	111,512	300,000
<b>Total</b>	<b>\$535,925</b>	<b>\$820,838</b>	<b>\$770,263</b>	<b>\$978,248</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases by 27 percent when compared to FY 2007-08 estimates. This decrease is due the Capital projects which are described below.
- The Personnel Services group increases 5.8 percent and represents funding transferred to the Fire Marshal Code Budget from the General Fund. These positions are funded out of both Funds. The funding codes have now been updated in the payroll system to reflect the correct amounts.
- The Travel and Remunerations group reflects a 8.1 percent increase compared to FY 2007-08 estimate. The requested amount includes continued training classes required to maintain State certifications for all personnel who are being compensated all or partially by the Fire Code Fund. A listing of all personnel who are compensated by the Fire Code Fund can be viewed in the Authorized Personnel section.
- The Operational Costs group increases 5.3 percent compared to FY 2007-08 estimates. The increase is due to funding associated with the Statewide Fire Code Conference to be held in Bexar County in June 2009.
- The Supplies and Materials group decreases 11.5 percent compared to FY 2007-08 estimates. The decrease is due to decreases in vehicle repairs, furniture, and books and periodicals.
- The Capital group represents funding in the amount of \$300,000 to fund capital project associated with the Fire Code.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Fire Arson Investigator	0	1	1
Code Enforcement & Inspection Program Manager	1	1	1
*Plan Reviewer	1	1	1
**Fire Inspector	0	0	1
<b>Total – Fire Code Fund</b>	<b>2</b>	<b>3</b>	<b>4</b>

\*FY 2008-09 – A Plan Reviewer and Fire Arson Investigator will be paid 100% from the Fire Code Fund.  
 \*FY 2008-09 – A Fire Inspector will be paid 100% from the Fire Code Fund.

**Fire Marshal & Fire Code Authorized Positions Funding Distribution:**

- Fire Dispatchers: 75 percent General Fund and 25 percent Fire Code Fund
- Fire Inspectors: 50 percent General Fund and 50 percent Fire Code Fund
- Office Assistants: 50 percent OEM budget, 25 percent Fire Code Fund and 25 percent general fund
- Fire Investigators: 95 percent General Fund and 5 percent Fire Code Fund

**Bexar County, Texas**  
**Records Management Center - District Clerk Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$24,663	\$10,231	\$28,982
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$24,663</b>	<b>\$10,231</b>	<b>\$28,982</b>

**Revenue**

Interest from Investments			
Parking Fees			
Refunds from Prior Year Expense			
Revenue From Use of Assets	\$115,568	\$123,751	\$112,900
Interfund Transfers			
<b>Total Revenues</b>	<b>\$115,568</b>	<b>\$123,751</b>	<b>\$112,900</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$140,231</b>	<b>\$133,982</b>	<b>\$141,882</b>
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<b>APPROPRIATIONS</b>
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Operational Cost	\$130,000	\$105,000	\$105,000
Contingencies			

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$130,000</b>	<b>\$105,000</b>	<b>\$105,000</b>
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<b>Appropriated Fund Balance</b>	<b>\$10,231</b>	<b>\$28,982</b>	<b>\$36,882</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$140,231</b>	<b>\$133,982</b>	<b>\$141,882</b>
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# RECORDS MANAGEMENT DISTRICT CLERK FUND

FUND: 009  
AGENCY: 222

**Program Description:** The District Clerk Records Management Fund was created as a result of legislation passed by the Texas Legislature during the 78<sup>th</sup> legislative session to account for revenues generated by a \$5 fee for each document filed in the records office of the District Clerk. House Bill 1905 authorizes the District Clerk to collect a \$5 fee for records management and preservation. The fee is to be deposited into the District Clerk Records Management and Preservation Fund for records management and preservation services performed by the District Clerk after a document is filed. The fee may only be used with approval of a budget submitted by the District Clerk to Commissioners Court in accordance with Chapter 111 of the Texas Local Government Code.

## **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators (Annual):**

Number of Cases Filed	34,644	35,500	36,000
Number of Case Files Requested (Courts)	NA	116,034	117,194
Number of Case Files Requested (Public)	NA	34,362	35,049
Number of Case Files Imaged	NA	35,000	35,000

### **Efficiency Indicators (Annual):**

Number of Cases Filed per FTE	4,333	4,375	4,437
Number of Case Files Requested (Courts) per FTE	NA	9,669	9,766
Number of Case Files Requested (Public) per FTE	NA	2,864	2,921
Number of Case Files Imaged per FTE	NA	0	4,437

### **Effectiveness Indicators (Time in Minutes):**

Average Time to File a Case	5	5	5
Average Retrieval Time for a Court Request	5	5	5
Average Retrieval and Copy Time for a Public Request	5	5	5
Storage Space Vacated per Year	0	0	886



**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs		\$105,000	\$105,000	\$105,000
Capital Expenditures	\$130,000			
<b>Total</b>	<b>\$130,000</b>	<b>\$105,000</b>	<b>\$105,000</b>	<b>\$105,000</b>

**Program Justification and Analysis:**

- Funding is provided in the Operational Costs group to pay for imaging services for the District Clerk Records Division.

The Bexar County District Clerk’s Office has developed a Ten Year Document Conversion Project that will result in the District Clerk’s Office being completely paperless no later than the end of FY 2015-16. The project is to be funded from Capital, the General Fund, the County-wide Record Management Fund, and the District Clerk Records Management Fund. The total ten year estimated project cost to the three funds is \$2,500,000. It is estimated that there will be a net savings to the General Fund (Fund 001) of approximately \$18,000 over the same period.

At existing funding levels of approximately \$200,000 per year, the number of new filings is approximately equal to the number of stored paper documents converted per year. This means that the District Clerk’s Office, without changing work processes and receiving additional funding, will always maintain ten years of paper records in the 9,740 square feet of space they currently occupy in the Records Management Center.

The original scope of this project is within funding and on-time. However, considering the need of access to the files that have been scanned, the scope has expanded to include other offices and departments needs including licensing and hardware. This Fiscal Year the start up cost for the expanded scope is \$99,165 and allocated to the following: Criminal District Courts (\$37,348), Civil District Courts (\$24,370), Juvenile Courts (\$20,015), and the District Attorney’s Office (\$17,233). These cost are one-time costs, however, maintenance charges will need to be paid on a yearly basis.

**Project Timeline**

**Year One-** The project began in FY 2006-07. Documents from 1997 stored at the Records Management Center were converted, funded by \$200,000 budgeted in the Countywide Records Management Fund. Scanners, software, and supporting hardware was purchased from the \$130,000 budgeted in the District Clerk Records Management Fund and placed at the point of customer service in various divisions. This enables the District Clerk to image new filings at the time of filing.

Fund 004 Cost	\$200,000
Fund 009 Cost	\$130,000
Total Cost	\$330,000
Fund 001 Savings	\$0
Square Feet Recovered	0

**Year Two-** Documents from 1998 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware will be purchased from \$130,000 to be budgeted in the Capital Budget and placed at additional points of customer service in various divisions. A savings will be realized in the General Fund because additional files and boxes will not be required.

Fund 001 Cost	\$130,000
Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$330,000
Fund 001 Savings	(\$20,000)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Three-** Documents from 1999 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware will be purchased from \$130,000 to be budgeted in the Capital Budget and placed at additional points of customer service in various divisions. A savings will be realized in the General Fund because additional files and boxes will not be required.

Fund 001 Cost	\$130,000
Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$330,000
Fund 001 Savings	(\$20,000)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Four-** Documents from 2000 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware will be purchased from \$60,000 to be budgeted in the Capital Budget and placed at additional points of customer service in various divisions. A savings will be realized in the General Fund because additional files and boxes will not be required.

Fund 001 Cost	\$ 60,000
Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$260,000
Fund 001 Savings	(\$20,000)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Five-** Documents from 2001 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware will be

purchased from \$60,000 to be budgeted in the Capital Budget and placed at additional points of customer service in various divisions. A savings will be realized in the General Fund because additional files and boxes will not be required. One File Clerk full time equivalency, FTE, will be deleted due to the document conversions accomplished during years one through four and savings will be realized in the General Fund because additional files and boxes will not be required.

Fund 001 Cost	\$ 60,000
Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$260,000
Fund 001 Savings	(\$44,290)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Six-** Documents from 2002 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware will not be required. A savings will be realized in the General Fund because of the previous deletion of one FTE and additional files and boxes will not be required.

Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$200,000
Fund 001 Savings	(\$44,290)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Seven-** Documents from 2003 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). A savings will be realized in the General Fund because of the previous deletion of one FTE and additional files and boxes will not be required.

Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$200,000
Fund 001 Savings	(\$44,290)
Square Feet Recovered 886	
Fund 575 Cost Avoidances	\$4,262

**Year Eight-** Documents from 2004 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). One additional File Clerk full time equivalency, FTE, will be deleted due to the document conversions accomplished during years five through seven. A savings will be realized in the General Fund because of the previous deletion of one FTE and additional files and boxes will not be required.

Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$200,000
Fund 001 Savings	(\$68,580)
Square Feet Recovered	886
Fund 575 Cost Avoidances	\$4,262

**Year Nine-** Documents from 2005 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). A savings will be realized in the General Fund because of the previous deletion of two FTE's and additional files and boxes will not be required.

Fund 004 Cost	\$ 95,000
Fund 009 Cost	\$105,000
Total Cost	\$200,000
Fund 001 Savings	(\$68,580)
Square Feet Recovered	886
Fund 575 Cost Avoidances	\$4,262

**Year Ten-** Documents from 2006 stored at the Records Management Center will be converted, funded by \$200,000 to be budgeted in the District Clerk Records Management Fund (\$130,000) and Countywide Records Management Fund (\$70,000). A savings will be realized in the General Fund because of the previous deletion of two FTE's and additional files and boxes will not be required.

Fund 004 Cost	\$95,000
Fund 009 Cost	\$105,000
Total Cost	\$200,000
Fund 001 Savings	(\$68,580)
Square Feet Recovered	886
Fund 575 Cost Avoidances	\$4,262

**Final Project Costs and (Savings) and Square Feet Recovered**

Fund 001 Cost	\$ 380,000
Fund 004 Cost	\$1,055,000
Fund 009 Cost	\$1,075,000
Total Cost	\$2,510,000
Fund 001 Savings	(\$398,610)
Square Feet Recovered	8,860
Fund 575 Cost Avoidances	\$38,355

**Conclusion**

The Bexar County District Clerk Ten Year Document Conversion Project will result in the District Clerk's Office being completely paperless no later than the end of FY 2015-16. The project will be funded from the General Fund Capital Budget, the County-wide Records Management Fund, Fund 004, and the District Clerk Records Management Fund, Fund 009, for a total cost of \$2,510,000. It will produce a net savings to the General Fund, Fund 001, of approximately \$18,000, and vacate approximately 8,860 square feet of the Records Management Center. With the office being paperless, a tremendous amount of time and effort will be saved for both the customer and the employees of the office and will be very beneficial for the customer service the office provides. Not only will the customer not

have to wait in line to be assisted by a clerk to pull the file or for a file to be retrieved from our Records Center located off site from the Courthouse, the clerks will not have to pull files and have them available for the case hearings, spend time transporting the files back and forth or place all the files back on the shelves. With these technology advances, if it becomes necessary for the Judge or attorneys to see the file in court, it can be retrieved on the Judge's computer in the courtroom. The amount of time it takes to assist a customer will be significantly reduced, thereby providing enhanced customer service. The space saved at the Record's Center can be used for expansion by other offices.

**Bexar County, Texas**  
**Law Library Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$309,732	\$402,496	\$596,552
Designated for Encumbrances	1,759	0	0

<b>Total Beginning Balance</b>	<b>\$311,491</b>	<b>\$402,496</b>	<b>\$596,552</b>
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**Revenue**

Court Costs and Fines	\$561,522	\$761,413	\$625,000
Revenue from use of assets	20,700	17,262	10,200
Sales, Refunds and Miscellaneous	118,413	106,919	101,000

<b>Total Revenues</b>	<b>\$700,635</b>	<b>\$885,594</b>	<b>\$736,200</b>
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<b>TOTAL AVAILABLE FUNDS</b>	<b>\$1,012,126</b>	<b>\$1,288,090</b>	<b>\$1,332,752</b>
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<b>APPROPRIATIONS</b>
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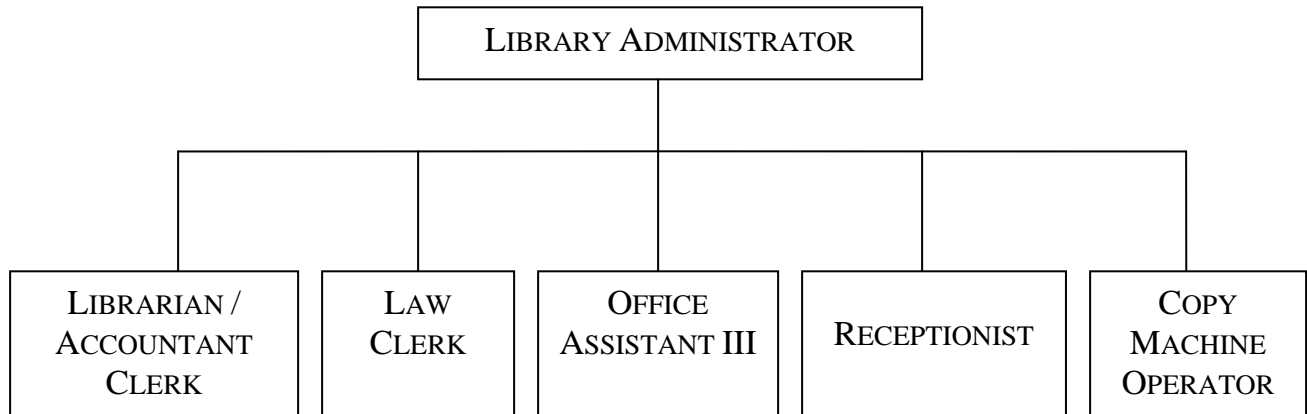
Judicial	\$595,101	\$677,009	\$972,398
Capital Expenditures	\$0	\$0	\$0
Contingencies	\$0	\$0	\$11,340
Interfund Transfers	\$14,529	\$14,529	\$14,529

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$609,630</b>	<b>\$691,538</b>	<b>\$998,267</b>
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<b>Appropriated Fund Balance</b>	<b>\$402,496</b>	<b>\$596,552</b>	<b>\$334,485</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$1,012,126</b>	<b>\$1,288,090</b>	<b>\$1,332,752</b>
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# LAW LIBRARY



# LAW LIBRARY

FUND: 011  
AGENCY: 223

**Program Description:** The Bexar County Law Library is housed on the fifth floor of the Bexar County Courthouse along with the San Antonio Bar Association (SABA). The Law Library provides reference books and guides that total approximately 80,000 bound volumes. The Law Library Fund is a self-sustaining fund that receives revenues from court fines and from charges for copies made. SABA has renovated much of the area for the 4th Court of Appeals. The space includes several conference rooms available for attorney conferences, and a courtroom used for various hearings and functions.

The Library is available to all judges, attorneys and the general public. The staff continually maintains the Law Library collection through the acquisition of new books and supplemental materials. Increasingly, the Law Library is providing access to legal resources through electronic means such as CD-ROMs and electronic data services. It also has video equipment available for all the courts. The Law Library houses the copier for library customers as well as all patrons of the County Courthouse and Justice Center.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Work Load Indicators :</b>			
Number of Copies Made	575,152	600,000	600,500
Pro Se Litigants Assisted	5,875	6,250	6,500
Percent Increase in Pro Se Litigants Assisted	N/A	6%	4%
<b>Efficiency Indicators:</b>			
Pro Se Litigants Assisted per Day	22.6	24	25
Computer Users Assisted per Day	22.6	24	25
Copier Customers Assisted per Day	140	120	125
<b>Effectiveness Indicators:</b>			
Number of New Books Acquired	12	10	10

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$210,065	\$375,874	\$268,580	\$226,810
Travel	0	4,000	4,000	0
Operational Costs	125,508	135,532	135,422	477,088
Supplies and Materials	259,528	288,204	269,007	268,500
Contingencies	0	7,644	0	11,340
Interfund Transfer	14,529	14,529	14,529	14,529
<b>Total</b>	<b>\$609,630</b>	<b>\$825,783</b>	<b>\$691,538</b>	<b>\$998,267</b>



**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget reflects an increase of 44 percent compared to FY 2007-08 estimates. This increase is attributed to a recommended program change for the 2008-09 fiscal year as referenced below.
- The Personnel Services group decreases 15 percent compared to the FY 2007-08 estimates. This includes funding for all positions at the same level and all salary adjustments authorized in previous year.
- The Travel and Remunerations group reflected a 100 percent decrease. All travel in FY 2007-08 was associated with the Pro Se Program.
- The Operational Costs group increases substantially compared to FY 2007-08 estimates due to upgrades budgeted for the Bexar County Courthouse described below.
- The Supplies and Materials appropriation reflects a less than 1 percent decrease compared to FY 2007-08 estimates.
- Contingencies group funding is \$11,340 for anticipated salary increases.
- The Interfund Transfers group remains the same as FY 2007-08 estimates with \$14,529 transferred to the General Fund for operating cost expenses.
- The FY 2008-09 Adopted Budget includes one program change consisting of life and safety upgrades within the Bexar County Courthouse to extend the north stair to the fifth floor and add sprinklers to the wood structure between the fourth and fifth level at an estimated one-time cost of \$350,000.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Administrator/Librarian	1	1	1
Copy Machine Operator	1	1	1
Law Clerk	1	1	1
Library/Account Clerk	1	1	1
Office Assistant III	1	1	1
Receptionist	1	1	1
<b>Total – Law Library</b>	<b>6</b>	<b>6</b>	<b>6</b>

*In addition to Authorized Positions – The Law Library staff also includes one part-time temporary Law Clerk.*

**Bexar County, Texas  
 Dispute Resolution Fund  
 Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$29,394	\$29,256	\$0
<b>Total Beginning Balance</b>	<b>\$29,394</b>	<b>\$29,256</b>	<b>\$0</b>

**Revenue**

Court Costs and Fines	\$530,063	\$504,374	\$515,700
Interest Revenue	2,202	407	200
Interfund Transfer	44,203	54,596	92,824
<b>Total Revenues</b>	<b>\$576,468</b>	<b>\$559,377</b>	<b>\$608,724</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$605,862</b>	<b>\$588,633</b>	<b>\$608,724</b>
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<b>APPROPRIATIONS</b>
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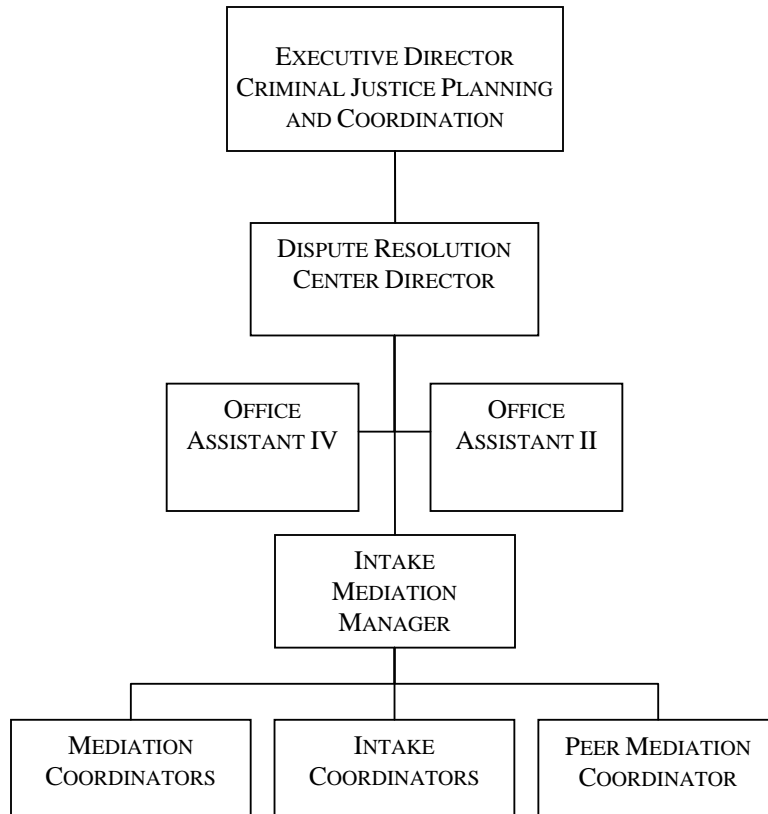
Personnel	\$519,629	\$526,128	\$508,637
Judicial	56,977	62,505	74,654
Contingencies			25,433

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$576,606</b>	<b>\$588,633</b>	<b>\$608,724</b>
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<b>Appropriated Fund Balance</b>	<b>\$29,256</b>	<b>\$0</b>	<b>\$0</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$605,862</b>	<b>\$588,633</b>	<b>\$608,724</b>
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# DISPUTE RESOLUTION CENTER



# DISPUTE RESOLUTION FUND

FUND: 014  
AGENCY: 699

**Mission:** The Bexar County Dispute Resolution Center (BCDRC) is committed to providing timely, effective and caring services to each person in need of our assistance.

- Treat our clients with dignity and respect, striving to earn their trust and maintain our credibility.
- Provide our clients with a forum in which to resolve their problems and disputes in a peaceful and expedient manner.
- Utilize every opportunity to educate the citizens of Bexar County about our services, promoting and encouraging the use of mediation as a means of resolution.
- Recognize the immense contributions volunteer mediators make to our success and our ability to conduct the business of the Center.
- Strive to maintain the leading edge in mediation in the State of Texas and to sustain the Center as a model to be emulated state-wide

**Vision:** The vision of the Bexar County Dispute Resolution Center is to provide Bexar County residents with direct access to mediation (through the utilization of volunteer mediators) as an alternative approach to resolving interpersonal, family, business consumer and community disputes and to assist the courts in the expedient resolution of civil disputes, thereby relieving undue court congestion, costs and delays.

## **Goals and Objectives:**

- Provide Bexar County residents with direct access to alternative methods and resources for resolving disputes of all types.
- Provide dispute resolution services to assist Bexar County residents to resolve disputes in a fair, expeditious, and inexpensive manner.
- Provide information and referral services for disputes that can best be served by other community, governmental, and/or social service agencies.
- Assist the courts in the resolution of both civil and criminal disputes, thereby, relieving undue court congestion, costs and delays.
- Provide the public school systems of Bexar County with a peer mediation system which will enable students to resolve their own problems in a peaceful manner.
- Increase the public's awareness and knowledge of the use of mediation as an appropriate means of dispute resolution.
- Encourage enhancement of the Center's service delivery system through continuous improvements and innovations, including utilization of technological solutions to improve operations.
- Seek new projects and innovative applications for mediation in various arenas which will enhance Bexar County Dispute Resolution Center contributions to the community.
- Recruit, train, and utilize community volunteers as mediators, intake workers, and presenters.

**Program Description:** The Bexar County Dispute Resolution Center has three primary functions: mediation, information/referral, and community education. The Center offers mediation services to Bexar County residents as an alternative method of resolving citizens' disputes in a peaceful and expeditious manner, thereby avoiding judicial action. The Center's mediation services include nine programs: Community Mediation, Litigation Mediation, Family Mediation, Child Abuse and Neglect Case Mediation, Mediation in the Justice of the Peace Courts, Presiding Court Mediation, Multiparty Public

Dispute Resolution, San Antonio Housing Authority Arbitration, and Family Group Conferencing. The Center offers an information and referral service, the Multi-Door Program, which assists citizens with problems or disputes that can best be addressed by other community, government, or social service agencies. The Center also conducts community education activities through the BCDRC Speakers Bureau. These activities promote the use of mediation and conflict management as alternative means of dispute resolution. Speakers Bureau activities include presentations, lectures, conferences, program exhibits, and conflict management training seminars. The Center provides peer mediation training programs to the public school systems of Bexar County through the “Amigos in Mediation” (AIM) program. In addition, the Center conducts Advanced Mediation Training for volunteer mediators.

**Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload Indicators:</b>			
<b>Dispute Resolution Services</b>			
Number of Clients Served	5,746	5,550	5,550
Cases set for Mediation	1,536	1,650	1,600
People Reached through Community Outreach	348,930	350,000	350,000
<b>Efficiency Indicators:</b>			
<b>Dispute Resolution Services</b>			
Average number of days to process a Case	20	20	20
Average Number of Active cases per Month	215	220	220
Average Number of Participants per community awareness/education activities	189	184	184
<b>Peer Mediation Services</b>			
Student Mediations Conducted	2,246	2,000	2,000
Student Mediations Resulting in agreement	2,218	1,900	1,900
Number of Disputants Participating in Mediation	4,783	4,200	4,200
Peer Mediation Agreement Rate	98%	95%	95%
<b>Effectiveness Indicators:</b>			
<b>Dispute Resolution Services</b>			
Cases Diverted from Court	79%	78%	78%
Hours of Work Accomplished by Volunteers	4,028	5,000	5,000
Dollar Value of Volunteer Support	288,051	320,000	320,000
<b>Peer Mediation Services</b>			
Percentage of Those Reporting Stating That:			
Mediation Prevented Inappropriate Action	91%	90%	90%
They would use Mediation Again	94%	94%	94%
Percentage of Reporting Schools Stating That:			
They would recommend program to other schools	100%	100%	100%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$519,629	\$513,970	\$526,128	\$508,637
Travel and Remunerations	25,490	26,435	26,435	35,935
Operational Costs	25,255	28,104	26,761	31,087
Supplies and Materials	6,232	9,314	9,309	7,632
Contingencies	0	0	0	25,433
<b>Total</b>	<b>\$576,606</b>	<b>\$577,823</b>	<b>\$588,633</b>	<b>\$608,724</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget for the Dispute Resolution Fund reflects a 3 percent increase when compared to the FY 2007-08 estimates.
- The Personnel Services group reflects 3 percent decrease when compared to the FY 2007-08 estimates due to one time payouts during FY 2007-08.
- The Travel and Remunerations group increases substantially due to an increase in the volunteer stipend from \$10 to \$15 per volunteer.
- The Operational Costs group increases 14 percent compared to the FY 2007-08 estimates. The FY 2008-09 Adopted Budget includes continued funding for the Dispute Tracking Analysis software maintenance agreement. The increases in this appropriation are due to technology requests for printers, scanners, and software.
- The Supplies and Materials group decreases significantly compared to FY 2007-08 estimates. The reduction in funding is from one-time costs of furniture purchased during FY2007-08.
- Funding in the amount of \$25,432 is appropriated in the Contingencies group for salary increases during FY 2008-09.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Dispute Resolution Center Director	1	1	1
Intake Coordinator	2	2	2
Intake/Mediation Manager	1	1	1
Mediation Coordinator	2	2	2
Office Assistant IV	1	1	1
Office Assistant II	2	2	2
Peer Mediation Coordinator	1	1	1
<b>Total - Dispute Resolution Fund</b>	<b>10</b>	<b>10</b>	<b>10</b>

**Bexar County, Texas**  
**Justice of the Peace Security Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$29,932	\$80,377	\$105,331
<b>Total Beginning Balance</b>	<b>\$29,932</b>	<b>\$80,377</b>	<b>\$105,331</b>

**Revenue**

Court Costs and Fines	\$59,985	\$41,540	\$58,600
Interest Revenue	3,121	3,414	1,900
<b>Total Revenues</b>	<b>\$63,106</b>	<b>\$44,954</b>	<b>\$60,500</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$93,038</b>	<b>\$125,331</b>	<b>\$165,831</b>
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<b>APPROPRIATIONS</b>
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Judicial	\$12,661	\$20,000	\$37,462
Contingencies		\$0	80,000

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$12,661</b>	<b>\$20,000</b>	<b>\$117,462</b>
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<b>Appropriated Fund Balance</b>	<b>\$80,377</b>	<b>\$105,331</b>	<b>\$48,369</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$93,038</b>	<b>\$125,331</b>	<b>\$165,831</b>
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# JUSTICE OF THE PEACE SECURITY FUND

FUND: 015  
AGENCY: 230

The Justice of the Peace Security Fund was created as a result of legislation passed by the 79<sup>th</sup> Texas Legislature. Effective September 1, 2005, a fee of \$4 is assessed to defendants convicted of misdemeanor cases in Justice of the Peace Courts. Of the money collected, \$3 is deposited in the Courthouse Security Fund, and \$1 is deposited in the Justice of the Peace Security Fund. This fee may only be used to provide funds for specific security enhancements for justice courts including: metal detectors, identification cards and systems, electronic locking and surveillance equipment, court security personnel, signage, confiscated weapons inventory, locks or other security devices, bulletproof glass, and education for court security personnel. This fund is budgeted by approval of the Commissioners Court in accordance with Chapter 102 of the Texas Code of Criminal Procedure.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs	\$12,661	\$20,000	\$37,462
Contingencies	0	0	80,000
<i>Total</i>	<i>\$12,661</i>	<i>\$20,000</i>	<i>\$117,462</i>

## Program Justification and Analysis:

- Funding is provided in the Operational Costs group for the purchase of security upgrades at the Justice of the Peace and Constables Offices as requirements are identified.
- Contingency funding for purchase or installation of security systems associated with relocation of Justice of the Peace offices is approved in the amount of \$80,000.



**Bexar County, Texas**  
**Domestic Relations Office Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$60,797	\$131,809	\$225,827
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$60,797</b>	<b>\$131,809</b>	<b>\$225,827</b>

**Revenue**

Court Costs and Fines	\$450,740	\$451,771	\$450,000
Revenue from Use of Assets	5,127	6,503	2,300
<b>Total Revenues</b>	<b>\$455,867</b>	<b>\$458,274</b>	<b>\$452,300</b>

**TOTAL AVAILABLE FUNDS**

<b>\$516,664</b>	<b>\$590,083</b>	<b>\$678,127</b>
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<b>APPROPRIATIONS</b>
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Health and Public Welfare	\$378,855	\$339,813	\$480,670
Contingencies	0	0	6,191
Interfund Transfers	6,000	24,443	6,626

**TOTAL OPERATING APPROPRIATIONS**

<b>\$384,855</b>	<b>\$364,256</b>	<b>\$493,487</b>
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**Appropriated Fund Balance**

<b>\$131,809</b>	<b>\$225,827</b>	<b>\$184,639</b>
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**TOTAL APPROPRIATIONS**

<b>\$516,664</b>	<b>\$590,083</b>	<b>\$678,127</b>
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# DOMESTIC RELATIONS OFFICE FUND

FUND: 016  
AGENCY: 353

**Program Description:** The Domestic Relations Office Fund is maintained through a \$15 fee paid upon the filing of a child support or paternity suit. The Family Support Services Probation Department, handles those individuals who have been placed on probation by the District Courts through the Office of the Attorney General. This type of probation occurs following a finding of contempt due to non-compliance with a Court decree regarding child support. The Unit provides a full range of probation services including supervision, crisis intervention, referral services, and monitoring of payments to ensure that individuals provide necessary and required support for their children. The degree of supervision will vary from active supervision, reporting by mail to unsupervised status, depending upon the individual's degree of effort and acceptance of responsibility. Probationers being supervised are individuals who otherwise would have been incarcerated for non-compliance had probation not been an option available to the Court. The Court frequently imposes a supervision fee ranging from \$5 to \$25 per month upon the probationer, in addition to the child support obligation.

## **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators:**

Number of Non-Custodial Parents Served	245	270	270
Average Number of Cases Open per Month	70	85	85
Number of Cases Referred to Legal Services Annually	72	96	96

### **Efficiency Indicators:**

Number of Non-Custodial Parents with Increased Parenting Time Annually	148	197	197
Average Monthly Legal Caseload	30	45	45
Number of Average Monthly Attorney Consultations	32	48	48

### **Effectiveness Indicators:**

Increased Parenting Time	60%	60%	80%
Percentage of Access Resolution Cases Resulting in Increased Visitation	65%	65%	75%
Percentage of Legal Cases Resulting in Increased Visitation	50%	50%	65%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$167,359	\$166,892	\$200,811	\$254,167
Travel and Remunerations	1,793	10,851	8,440	6,000
Operational Costs	203,635	261,623	127,723	215,503
Supplies and Materials	6,067	5,185	2,839	5,000
Contingencies	0	6,191	0	6,191
Interfund Transfer	6,000	24,443	24,443	6,626
<b>Total</b>	<b>\$384,854</b>	<b>\$475,185</b>	<b>\$364,256</b>	<b>\$493,487</b>

**Program Justification and Analysis:**

- The Adopted FY 2008-09 Budget increases 35.5 percent compared to the FY 2007-08 estimates. This increase is due to increases in the Personnel Services group and operational costs as described below.
- The Personnel Services group increases 26.6 percent compared to FY 2007-08 estimates due to fully funding all authorized positions.
- The Travel and Remunerations group decreases 28.9 percent compared to FY 2007-08 estimates. This decrease is due to the Division identifying more cost effective methods of obtaining required training.
- The Operational Costs group increases 68.7 percent compared FY 2007-08 estimates. This increase is due to providing additional funding to expand the Access Program. The Access Program is a program that provides secure neutral sites for the exchange of children between the custodial and non-custodial parent.
- The Supplies and Materials group increases 76.1 percent compared to FY 2007-08 estimates. This increase is due to approved furniture purchases and represents a similar level of funding as budgeted in FY 2007-08.
- The FY 2008-09 Adopted Budget includes \$6,191 in contingencies to fund compensation adjustments authorized by Commissioners Court FY 2008-09 and \$6,662 for an interfund transfer to grants in aid as the match for the Access Grant Program.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Coordinator	1	1	1
Domestic Relations Office Administrator	1	1	1
Office Assistant III	1	1	1
Program Specialist	1	1	1
Staff Attorney	1	1	1
<b>Total – Domestic Relations Office Fund</b>	<b>5</b>	<b>5</b>	<b>5</b>

**Bexar County, Texas  
 Parking Facilities Fund Summary  
 Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$341,296	\$555,121	\$398,186
Designated Funds	9,030	0	0
<b>Total Beginning Balance</b>	<b>\$350,326</b>	<b>\$555,121</b>	<b>\$398,186</b>

**Revenue**

Revenue From Use of Assets	\$668,585	\$717,850	\$669,000
<b>Total Revenues</b>	<b>\$668,585</b>	<b>\$717,850</b>	<b>\$669,000</b>

**TOTAL AVAILABLE FUNDS**

<b>\$1,018,911</b>	<b>\$1,272,971</b>	<b>\$1,067,186</b>
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<b>APPROPRIATIONS</b>
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General Government	\$299,661	\$707,115	\$333,040
Capital Expenditures	11,059	14,600	0
Contingencies	0	0	8,356
Interfund Transfers	153,070	153,070	153,070

**TOTAL OPERATING APPROPRIATIONS**

<b>\$463,790</b>	<b>\$874,785</b>	<b>\$494,466</b>
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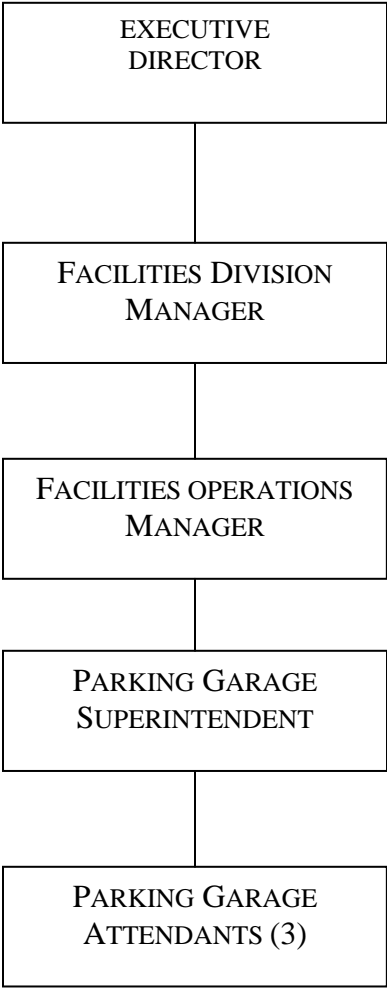
**Appropriated Fund Balance**

<b>\$555,121</b>	<b>\$398,186</b>	<b>\$572,720</b>
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**TOTAL APPROPRIATIONS**

<b>\$1,018,911</b>	<b>\$1,272,971</b>	<b>\$1,067,186</b>
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# INFRASTRUCTURE SERVICES PARKING FACILITIES FUND



# INFRASTRUCTURE SERVICES – PARKING FACILITIES FUND

FUND: 026  
AGENCY: 501

**Program Description:** The Infrastructure Services - Parking Facilities Fund was established to account for the collection of revenues from parking fees and expenditures for daily operation and maintenance of the County's parking facilities. The fund also contributes to the Debt Service Fund. A portion of the debt expense is associated with the construction of the Bexar County parking garage.

The Parking Facilities program is responsible for the safe, efficient, and cost-effective parking of public and private vehicles with an emphasis on providing parking for the Bexar County Justice Center, the Courthouse, and the Courthouse Annex. The County opened the five-story, 668 parking space garage in June 1988 as part of the Justice Center development. Contract parking is available to County employees and other downtown customers. Some reserved space is also available for complimentary use by County elected and appointed officials and other personnel. In addition, discounted parking is available for those summoned for jury duty.

The Parking Facilities Division of Infrastructure Services supervises the operation of the parking garage. The Division produces access cards for contract customers, reserved space users, and special community events. The Division also provides oversight of revenue for the South Flores St. parking lot and access management for employee parking lots at the Justice Center, Annex building, Precinct #1 office, Milagros building, and Vista Verde building.

## Performance Indicators:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Total Garage Revenue	\$431,362	\$445,000	\$450,000
Total Flores St. Lot Revenue	\$202,292	\$166,000*	\$150,000*
Average # of Daily Customers, Parking Garage	385	429	435
Average # of Daily Customers, Flores St. Lot	153	182	185
<b>Efficiency Measures:</b>			
Revenues Generated per Parking Space(2 <sup>nd</sup> -5 <sup>th</sup> Floor)	\$800	\$826	\$834
Revenue Generated per Parking Space (Flores St. Lot)	\$1,658	\$1,360	\$1,230
Average Turnover per Space (Garage)	.71	.79	.80
Average Turnover per Space (Flores St. Lot)	1.25	1.49	*1.52
<b>Effectiveness Measures:</b>			
Avg. % of Daily Capacity (Garage Public Spaces)	179%	200%	200%
Avg. % of Daily Capacity (Flores St. Lot)	125%	149%	152%

\*New Garage to be built at Flores St. Lot location. Construction will begin June 2009

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$155,440	\$162,635	\$153,940	\$159,613
Operational Costs	131,030	554,167	540,742	158,472
Supplies and Materials	13,191	14,722	12,432	14,955
Capital	11,059	14,600	14,600	0
Contingencies	0	298,379	0	8,356
Interfund Transfers	153,070	153,070	153,070	153,070
<i>Total</i>	<i>\$463,790</i>	<i>\$1,197,573</i>	<i>\$874,784</i>	<i>\$494,466</i>

## **Program Justification and Analysis:**

- The overall FY 2008-09 Adopted Budget decreased significantly compared to FY 2007-08 estimates. This decrease is primarily due to operational costs that include two waterproofing projects and the parking garage lighting upgrade project that were funded in FY 2007-08.
- The Personnel Services group increased 3.7 percent compared to FY 2007-08 estimates. Full funding is proposed for all authorized positions. The Contingency group includes \$8,356 to support salary increases.
- The Operational Costs group reflects a significant decrease from FY 2007-08 estimates. This decrease is due largely to two garage waterproofing projects, which were funded FY 2007-08.
- The FY 2008-09 Adopted Budget for the Supplies and Materials group reflects a 20.3 percent increase from FY 2007-08 estimates due to an increase in Telephone Usage and Printing and Binding.
- The FY 2008-09 Adopted Budget for the Capital group decreased due to the funding for the purchase of digital video recorder to replace an outdated and malfunctioning multiplexer/digital video recorder combo used to monitor parking garage security in FY 2007-08.
- An Interfund Transfer in the amount of \$153,070 is adopted for FY 2008-09, \$3,070 to the General Fund and \$150,000 to Debt Service.

**Policy Considerations:** The first policy consideration is the 227 Flores Parking Facilities project. This project will construct a 500-space parking garage located adjacent to the current Bexar County parking garage. This facility will complement the existing 666 space facility to meet the needs of the downtown area. This facility will meet the parking needs and will serve to alleviate an already congested parking situation. This project is budgeted at approximately \$5.5 million and is scheduled to begin June 2009. The second policy consideration is the Adult Probation Parking Garage project, estimated at \$11 million. This facility is envisioned to be constructed on the campus of the Adult Detention Center. This facility will meet the parking needs of visitors to the ADC and for the new Adult Probation facility, which is scheduled to open March 2009. Both of these projects are funded in the County Buildings Capital Improvement Fund.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Parking Garage Attendant	3	3	3
Parking Garage Superintendent	1	1	1
<i>Total – Parking Facilities Fund</i>	<i>4</i>	<i>4</i>	<i>4</i>



**Bexar County, Texas**  
**Juvenile Case Manager Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$0	\$297,913	\$309,887
<b>Total Beginning Balance</b>	<b>\$0</b>	<b>\$297,913</b>	<b>\$309,887</b>

**Revenue**

Court Costs and Fines	\$297,913	\$268,048	\$255,000
Interest Revenue	0	0	100
<b>Total Revenues</b>	<b>\$297,913</b>	<b>\$268,048</b>	<b>\$255,100</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$297,913</b>	<b>\$565,961</b>	<b>\$564,987</b>
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<b>APPROPRIATIONS</b>
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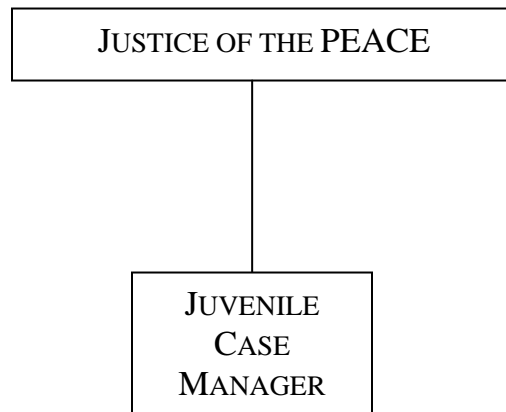
Personnel	\$0	\$256,074	\$270,850
Contingencies			13,543

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$0</b>	<b>\$256,074</b>	<b>\$284,393</b>
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<b>Appropriated Fund Balance</b>	<b>\$297,913</b>	<b>\$309,887</b>	<b>\$280,594</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$297,913</b>	<b>\$565,961</b>	<b>\$564,987</b>
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# JUVENILE CASE MANAGER FUND



# JUVENILE CASE MANAGER FUND

FUND: 035  
AGENCY: 230

The Juvenile Case Manager Fund was created as a result of legislation passed by the 79<sup>th</sup> Texas Legislature in the 2005 session allowing the assessment of a fee of up to \$5 to defendants convicted of fine-only misdemeanor cases in Justice of the Peace Courts and County Courts at Law. Bexar County Commissioners Court approved the collection of the \$5 fee in 2006. This fee may only be used to provide funds for salary and benefits of a juvenile case manager employed to provide services in cases involving juvenile offenders.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel	\$0	\$256,074	\$270,850
Contingencies	0	0	13,543
<i>Total</i>	<i>\$0</i>	<i>\$256,074</i>	<i>\$284,393</i>

## Program Justification and Analysis:

- The FY 2008-09 Adopted Budget increases by 11 percent compared to FY 2007-08 estimates.
- The Personnel Services group increases by 5 percent compared to FY 2007-08 estimates which includes full funding for all authorized positions.
- Funding in the amount of \$13,543 is appropriated in the Contingencies group for approved salary increases during FY 2008-09.

**Bexar County, Texas**  
**Capital Lease Project Fund**  
**Fiscal Year Ending September 30, 2009**

<b>Project Revenue/Expenses</b>	<b>Activity To Date</b>	<b>FY 2008-09 Available Funds</b>
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<b>AVAILABLE FUNDS</b>
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**Revenue**

Previous Year Capital Lease	\$13,050,639	\$8,773,808	\$4,276,831
<b>Total Revenues</b>	<b>\$13,050,639</b>	<b>\$8,773,808</b>	<b>\$4,276,831</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$13,050,639</b>	<b>\$8,773,808</b>	<b>\$4,276,831</b>
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<b>APPROPRIATIONS</b>
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**FY 2005-06 Projects**

2501	Geographical Information System	\$350,000	\$208,444	\$141,556
2504	Call Tracking System	110,000	107,089	2,911
2509	Internet bandwidth OPT-E-MAN	44,352	39,547	4,805
2512	Database Integration	157,000	0	157,000
2517	Courthouse Ethernet Migration	171,920	149,144	22,776
2518	Juvenile Probation Ethernet Migration	104,700	103,286	1,414
2520	PC Replacement	1,947,399	1,810,161	137,238
2524	Juvenile Justice Information System	84,833	84,833	0
2525	SAP System	500,000	272,933	227,067
2527	Direct E-filing	191,966	172,815	19,151
	<b>Subtotal</b>	<b>\$3,662,170</b>	<b>\$2,948,252</b>	<b>\$713,918</b>
	<b>Total FY 2005-06 Projects</b>	<b>\$3,662,170</b>	<b>\$2,948,252</b>	<b>\$713,918</b>

**FY 2006-07 Projects**

**Technology**

2535	District Clerk Microfilm Reader Printers	\$22,158	\$18,480	\$3,678
2536	Elections Extended Capability PC with 19" flat monitor	53,348	0	53,348
2537	PC Replacement Program (929 total)	986,337	953,043	33,294
2539	Ruggedized Notebook Replacement (69 total)	133,803	127,738	6,065
	<b>Subtotal</b>	<b>\$1,195,646</b>	<b>\$1,099,261</b>	<b>\$96,385</b>

<b>Vehicles</b>				
2534	Motorcycles	\$185,000	\$159,535	\$25,465
	<b>Subtotal</b>	<b>\$185,000</b>	<b>\$159,535</b>	<b>\$25,465</b>
	<b>Total FY 2006-07 Projects</b>	<b>\$1,380,646</b>	<b>\$1,258,796</b>	<b>\$121,850</b>

**FY 2007-08 Projects**

<b>Technology</b>				
2569	District Clerk Paperless Project	\$130,000	\$108,807	\$21,193
2561	Tax Office Scanner I-Tran	99,681	99,681	\$0
2548	PC Replacement Program (898 total)	948,092	840,789	\$107,303
2549	Notebook Replacement Program (82 total)	155,374	154,322	\$1,052
2550	Ruggedized Notebook Replacement (19 total)	36,826	12,984	\$23,842
2551	Core Network	203,504	202,990	\$514
2552	Virtual Machine Upgrade	54,762	54,762	\$0
2553	Exchange Cluster	84,780	75,235	\$9,545
2554	Annex Network Upgrade	83,982	31,134	\$52,848
2555	Juvenile Campus Network Upgrade	125,704	104,492	\$21,212
2556	Heritage Plaza Network Upgrade	68,330	58,559	\$9,771
2557	Interactive Voice Response System	83,000	0	\$83,000
2558	Call Management System	69,000	0	\$69,000
2559	Tape Backup System Upgrade	37,730	31,947	\$5,783
2582	Medical Examiner Computer Upgrade	158,670	0	\$158,670
	<b>Subtotal</b>	<b>\$2,339,435</b>	<b>\$1,775,702</b>	<b>\$563,733</b>

<b>Vehicle Replacement</b>				
2562	Countywide Vehicle Replacement (94)	\$1,788,329	\$1,745,591	\$42,738
2571	Parks Equipment Replacement	101,400	71,343	\$30,057
	<b>Subtotal</b>	<b>\$1,889,729</b>	<b>\$1,816,934</b>	<b>\$72,795</b>

<b>Vehicle New</b>				
2563	Constable Vehicles (20)	\$580,000	\$572,338	\$7,662
2564	Building Maintenance Truck (1)	30,000	0	\$30,000
2565	Medical Examiner Ford Explorer (1)	22,000	21,606	\$394
2566	Sheriff ADC Vehicles (2)	42,000	41,588	\$412
2567	JJAEP Vehicle (1)	20,000	19,557	\$443
2568	Infrastructure Ford Escape Hybrid (2)	52,000	47,715	\$4,285
	<b>Subtotal</b>	<b>\$746,000</b>	<b>\$702,804</b>	<b>\$43,196</b>

<b>Equipment</b>				
2570	Juvenile Fingerprint System	\$57,500	\$51,849	\$5,651
2572	Tray Washers for ADC and Annex	87,373	0	\$87,373
2573	Tray Dryer for ADC and Annex	9,375	0	\$9,375
2574	Cooking Equipment for ADC	27,992	0	\$27,992
2575	Kitchen Conveyor for ADC and Annex	12,540	0	\$12,540

2576	Laundry Washer for ADC and Annex	57,066	25,454	\$31,612
2577	Laundry Dryer for ADC	14,546	14,546	\$0
2578	Door Control for ADC	80,300	0	\$80,300
2579	Security Access System Courthouse	45,800	0	\$45,800
2580	Air Conditioner Units for ADC Elevators	45,000	0	\$45,000
2581	Air Conditioner Units for ADC Annex	120,000	119,811	\$189
2560	Juvenile Phone Network Integration	60,000	59,658	\$342
	<b>Subtotal</b>	<b>\$617,492</b>	<b>\$271,318</b>	<b>\$346,174</b>
	<b>Total FY 2007-08 Projects</b>	<b>\$5,592,656</b>	<b>\$4,566,759</b>	<b>\$1,025,898</b>
	<b>Total Previous Years Projects</b>	<b>\$5,042,816</b>	<b>\$4,207,049</b>	<b>\$835,767</b>
	<b>Total Capital Lease Projects Fund</b>	<b>\$10,635,472</b>	<b>\$8,773,808</b>	<b>\$1,861,665</b>

## **CAPITAL LEASE PROJECTS FUND**

**Program Description:** The financing of the projects included in this fund is facilitated through the use of the Master Lease Agreements that will provide short-term funds for capital and technology needs within the County. This funding mechanism will allow the County to match the term of the liability to the life of the asset being financed. The County intends to use the Master Lease Agreements to finance budgeted capital and technology requirements to take advantage of the competitive rates. As security, the banks perfect a lien against the asset being financed. The terms of the Master Lease Agreement require annual budgeted appropriations of the liability; if not appropriated the asset is returned to the bank.

**Appropriations:** The appropriations for the Capital Lease Projects Fund are listed following the Program Justification and Analysis.

### **Program Justification and Analysis:**

#### **Previous Year Projects**

- **Geographical Information System:** The GIS improves organizational integration by allowing data from various departments or outside agencies and organizations to be shared and utilized based on common location information such as addresses, precincts, watersheds, etc. It supports better decision making because people see relationships in data represented graphically on a map that they might not see in data represented in tables or reports. The third benefit is the one most people recognize – the ability to create spatial information and make maps that depicts the kind of information that has impact on decisions. Elected officials, staff, and constituents all benefit from a greater understanding of County information accurately represented on a map. The GIS also supports capabilities that will be of value to various departments such as modeling, spatial analysis, floodplain management, infrastructure management, crime analysis, elections and voter registration management, and change detection. Total cost is approximately **\$350,000**.
- **Call Tracking System:** This implementation will improve the BCIS Help Desk’s current process of logging, tracking and reporting issues/requests. Automating the current process will increase customer satisfaction and improve customer relations by providing accurate and efficient services. The new Call Tracking Service System will replace the current Project Tracking System (mainframe application) and the LAN Schedule System (web-based application) which are used by the Technicians for logging and tracking calls. This will also eliminate the maintenance of two systems versus one system. The new system allows the customer to resolve common and repetitive issues before calling the Help Desk. It will also provide automatic messages to the customer if the system is down. The customer is also capable of checking the status of the issue/request. These new processes will reduce the volume of calls to the Help Desk. Total cost is approximately **\$110,000**.
- **Database Integration:** Integrate existing scattered SQL databases into single, more robust and reliable Oracle database platform with dedicated SAN storage and centralized backup/recovery features. This will enhance operations, reliability, fault tolerance, data integrity and reduce risk of data and productivity loss. It will also ease the administration of hardware and software. Total cost is approximately **\$157,000**.

- **Courthouse Ethernet Migration:** This project is to migrate all of Bexar County Courthouse from their current Token Ring infrastructure to meet projected bandwidth requirements. Bexar County must become more efficient in providing reliable, stable, and faster technology to all departments. The need to upgrade not only alleviates the down time incurred by old technology but allows the County to seek better applications to provide better service to the community. Total cost is approximately **\$171,920**.
- **Juvenile Probation Ethernet Migration:** This project is to migrate all of the Juvenile Justice Complex from their current Token Ring infrastructure to meet projected bandwidth requirements. Bexar County must become more efficient in providing reliable, stable, and faster technology to all departments. The need to upgrade not only alleviates the down time incurred by old technology but allows the County to seek better applications to provide better service to the community. Total Cost is approximately **\$104,700**.
- **Juvenile Justice Information Systems (JJIS):** Bexar County Juvenile Probation in conjunction with Bexar County Information Services created a Juvenile Justice Information Focus Group to asses the current JJIS. This project is now funded through the County Building Capital Improvement Budget. Costs to date within the Capital Lease Fund are approximately **\$84,833**
- **SAP System:** In September 2003, the County began using the new SAP County Human Resources Information Software system (CHRIS) and the CHRIS Customer Center (CCC) was established. Since that time, the CHRIS project team has been working to complete implementation of the system to provide full functionality to all offices and departments. Total cost is approximately **\$500,000**.
- **Direct E-Filing:** As a cooperative venture the Bexar County District Clerk and Bexar County District Attorney have chosen to expand E-file services to include criminal matters. By utilizing this method the e-filing of documents could be expedited and save time and space that could be used for courtrooms instead of storage. This would also have documents ready on demand through the use of imagery. This activity is in keeping with Commissioner's Court's request for continuous improvement in customer service through technology. Total cost is approximately **\$191,966**.
- **Motorcycles:** The purchase of eight motorcycles for the patrol division of the Sheriff's Office was approved by Commissioners Court on April 2006. Bexar County Sheriff deputies will use these motorcycles to enhance daytime traffic enforcement to prevent speeding in school zones. The project will cost approximately **\$185,000**.
- **District Clerk Microfilm Reader Printers:** Current micro-film reader printers have frequent service calls. The purchase of new equipment will result in a 30 percent decrease in the cost of maintenance. The reader printers support the resources for all Civil, Juvenile, Criminal, Children's IV-D, Magistrate and Impact Courts of Bexar County. The project will cost approximately **\$22,158**.
- **Elections Extended Capability Computers:** Bexar County will have a proprietary software package for Voter Registration which allows staff to pull up maps in conjunction with the County's main GIS system to identify where a particular voter resides and assist them on their polling place. All election's staff will have this capability. The project will cost approximately **\$53,348**.



## **FY 2007-08 Projects**

- **District Clerk Paperless Project:** The Bexar County District Clerk's Office has developed a Ten Year Document Conversion Project that will result in the District Clerk's Office being completely paperless no later than the end of FY 2015-16. The District Clerk's Office, without changing work processes and receiving additional funding, will always maintain ten years of paper records in the 9,740 square feet of space they currently occupy in the Records Management Center. The cost is approximately **\$130,000**.
- **Tax Office I-tran System:** This system will allow the Tax Office to electronically capture information from checks to create an instantaneous wire transfer of funds. The system will allow checks to be considered "collected funds" faster thus earning interest sooner. The Tax Office will remit to jurisdictions faster. This project is authorized by federal law under the "Check Clearing for the 21<sup>st</sup> Century Act". The cost is approximately **\$99,681**.
- **PC Replacement Program (2008):** The PC Replacement Plan is approved annually through the budget process. In FY 2007-08 approximately 898 Desktop Computers were replaced at a cost of approximately **\$948,092**.
- **Notebook Replacement Program (2008):** Implemented in FY 2005-06, the Notebook replacement program was implemented as a companion to the PC replacement program. In FY 2007-08 approximately 82 Notebooks were replaced at a cost of approximately **\$155,374**.
- **Ruggedized Notebook Replacement (2008):** Implemented in FY 2006-07 the Ruggedized Notebook replacement program represents full utilization of countywide computer replacement program. A Ruggedized Notebook is usually utilized in portable situations where a sturdier piece of equipment is necessary. In FY 2007-08 approximately 19 Ruggedized Notebooks were replaced at a cost of approximately **\$36,826**.
- **Core Network Upgrade (2008):** Replacement of the current core switch at the Courthouse Annex will bring more reliability to the core of Bexar County information infrastructure. Current equipment is no longer under warranty, and replacement ensures a fully redundant core design. The cost is approximately **\$203,504**.
- **Virtual Machine Server Replacement (2008):** The project enables Information Services to migrate out-of-warranty servers and their data to robust virtual infrastructure environment that will provide a redundancy and recoverability for these servers. The cost is approximately **\$57,762**.
- **Exchange Cluster:** This project will enable Bexar County to utilize a redundant email server to provide failover capability and maintain vital communication infrastructure in the event of failure of the current server. The cost is approximately **\$84,780**.
- **Annex Network Infrastructure Upgrade:** The project includes upgrading all network devices and complete wiring installation of all networks in the County Annex building. This upgrade will alleviate downtime caused by old technology and increases performance of vital public safety entities. The cost is approximately **\$83,982**.

- **Juvenile Campus Redundant Network Upgrade:** The project includes a redundant Ethernet network to ensure continued support to vital operations in the Juvenile Campus. This will complement the Ethernet network completed in 2007 by providing redundant network in the event of network failure. The cost is approximately **\$125,704**.
- **Heritage Plaza Network Upgrade:** The project includes an upgraded fiber optic network infrastructure to the Heritage Plaza facility. The faster performing Ethernet solution will ensure reliable, stable and faster technology to County Offices and Departments. The cost is approximately **\$68,330**.
- **Interactive Voice Response System:** This project will update the Conversant Telephone system which allows departments the ability to use automated menu direction. The current Conversant system has become outdated and is no longer supported by maintenance. The cost is approximately **\$83,000**.
- **Call Management System:** The System will provide real time and historical reports that will provide viable and supporting documentation to departments to assist in program evaluation. Multiple departments will benefit from the feedback on call volume. The cost is approximately **\$69,000**.
- **Tape Backup System Upgrade:** Bexar County currently does not have adequate tape backup devices for disaster recovery. A tape backup solution allows Information Services to backup and recover files and data in a timely and efficient manner. The cost is approximately **\$37,730**.
- **Medical Examiner Computer Upgrade:** The computer system provides the Medical Examiner's Office with an integrated database system to increase efficiency by fully integrating case data and decrease potential for errors. The cost is approximately **\$158,670**.
- **Countywide Vehicle Replacement (2008):** Bexar County continues the utilization of funding strategies implemented in FY 2004-05, all vehicles scheduled for replacement were again lease purchased in FY 2007-08. The FY 2007-08 Adopted Budget appropriated lease-purchase funding for 95 vehicles. Total cost is approximately **\$1,788,329**.
- **Parks Equipment Replacement:** During FY 2005-06, parks compiled an inventory listing of all equipment including the dates of purchase. It was determined that small riding mower equipment would have a life expectancy of five years and large tractors had a life expectancy of 15 years. Based on the inventory list, 6 mowers were replaced at an approximate cost of **\$101,400**.
- **Constable Vehicles:** The purchase of County vehicles to replace automobile allowances for Deputy Constables was approved as part of the Justice of the Peace and Constable Performance Review. Over \$6,000 will be saved by purchasing each vehicle in lieu of paying allowances. The transition to a fleet system will take from FY 2007-08 to FY 2009-10. The first year's purchase included a total of 20 vehicles at an approximate cost of **\$580,000**.
- **Building Maintenance Truck:** The purchase of an additional truck for Infrastructure Services – County Building Maintenance was approved due to the addition of a Countywide construction crew. The cost of the purchase is approximately **\$30,000**.

- **Medical Examiner Sport Utility Vehicle:** The purchase of a sport utility vehicle is necessary for use by three authorized medical investigators in the Medical Examiners Office. The cost is approximately **\$22,000.**
- **JJAEP Vehicle:** The purchase of a vehicle for the Juvenile Justice Alternative Education Program was approved for patrol of campus and transportation of students. The cost is approximately **\$20,000.**
- **Sheriff Vehicles:** The purchase of one passenger van and one vehicle was approved for transportation duties at the Adult Detention Center. The cost is approximately **\$42,000.**
- **Infrastructure Ford Hybrid Vehicles:** The purchase of two Ford Hybrid Vehicles ensures County construction projects are properly supervised by Infrastructure staff ultimately remaining on schedule and within budget. The cost is approximately **\$52,000.**
- **Juvenile Fingerprint System:** An upgrade to digital fingerprinting for juveniles minimizes disruptions at detention facilities and speeds in-processing of arrestees. The Livescan system is certified by the FBI's Image Quality Specification standards. The cost is approximately **\$57,500.**
- **Tray Washers:** The Adult Detention Center and Annex kitchens process over 3,900 inmates meals each day. Kitchen operation is vital to maintaining an adequate and safe environment in accordance with Texas Commission on Jail Standards. The cost is approximately **\$87,373.**
- **Tray Dryer for Tray Washer:** The Adult Detention Center and Annex kitchens process over 3,900 inmates meals each day. Kitchen operation is vital to maintaining an adequate and safe environment in accordance with Texas Commission on Jail Standards. The cost is approximately **\$9,375.**
- **Kitchen Equipment for ADC Annex:** The Annex kitchen equipment has been repaired numerous time but leaks continue with increased use. The purchase of a Vulcan Kettle with 80 gallon capacity was approved at an approximate cost of **\$27,992.**
- **Kitchen Conveyors:** The Adult Detention Center and ADC Annex kitchen conveyor system is currently inoperable and impeding proper kitchen operations. The purchase of new conveyors for both facilities was approved at an approximate cost of **\$12,540.**
- **Laundry Washer for ADC:** The Adult Detention Center and ADC Annex laundry washers are over 20 years old with mechanical difficulties. Replacement of both laundry washers ensures inmates are provided with proper clothing and bedding in accordance with Texas Jail Standards. The approximate cost is **\$57,066.**
- **Laundry Dryer for ADC:** The Adult Detention Center and ADC Annex laundry dryers are over 20 years old with mechanical difficulties. Replacement of both laundry dryers ensures inmates are provided with proper clothing and bedding in accordance with Texas Jail Standards. The approximate cost is **\$14,546.**
- **Door Control System for ADC:** A replacement door control system at the Adult Detention Facility ensures proper movement of authorized persons and maintains standards required by the Texas Jail Standards Commission. The approximate cost is **\$80,300.**

- **Security Access System Justice Center and Courthouse:** The security access system upgrade accommodates future expansions and support future modification upgrades. The cost is approximately **\$45,800**.
- **Air Conditioning Units for ADC Elevators:** Replacement of the air conditioning units in the elevator and mechanical equipment rooms at the Adult Detention Center ensures the equipment functions properly and should decrease repair costs to elevator equipment. The cost is approximately **\$45,000**.
- **Air Condition Units for ADC Annex:** Replacement of the air conditioning units at the Adult Detention Center Annex ensures proper climate control for inmates in accordance with Texas Jail Standards. The replacement units are more energy efficient than previous systems decreasing energy consumption. The cost is approximately **\$120,000**.
- **Juvenile Phone Network Integration:** This project allows for 4 digit dialing to other Bexar County telephone extensions and will integrate the Juvenile Campus into the “335” County prefix system. The cost is approximately **\$60,000**.

The FY 2008-09 Adopted Budget funds equipment formerly provided through the Capital Lease Program to short-term Certificates of Obligation. This change will continue to ensure the County’s flexibility in using different sources of debt instruments by taking advantage of current interest rates based on the County’s upgraded bond ratings.

**Bexar County, Texas**  
**Fleet Maintenance Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Retained Earnings	\$238,487	\$350,551	\$259,714
<b>Total Beginning Balance</b>	<b>\$238,487</b>	<b>\$350,551</b>	<b>\$259,714</b>

**Revenue**

Sales, Refunds and Miscellaneous	\$579,378	\$379,358	\$568,900
<b>Total Revenues</b>	<b>\$579,378</b>	<b>\$379,358</b>	<b>\$568,900</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$817,865</b>	<b>\$729,909</b>	<b>\$828,614</b>
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<b>APPROPRIATIONS</b>
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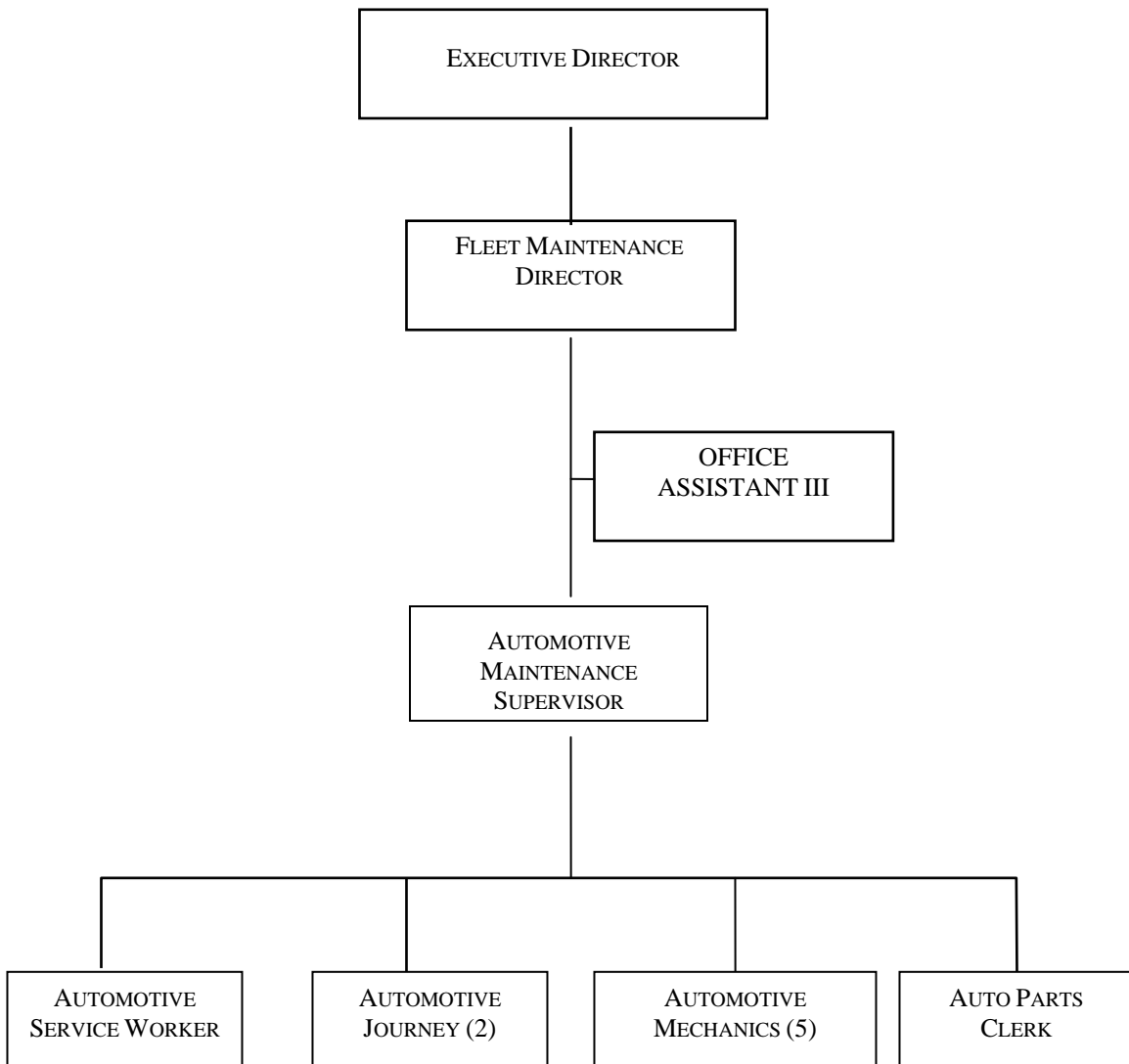
General Government	\$467,314	\$470,195	\$566,132
Contingencies	0	0	23,096

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$467,314</b>	<b>\$470,195</b>	<b>\$589,228</b>
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<b>Appropriated Fund Balance</b>	<b>\$350,551</b>	<b>\$259,714</b>	<b>\$239,386</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$817,865</b>	<b>\$729,909</b>	<b>\$828,614</b>
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# INFRASTRUCTURE SERVICES FLEET MAINTENANCE FUND



# FLEET MAINTENANCE FUND

FUND: 550  
 AGENCY: 501

**Mission:** The mission of the Infrastructure Services Department is to preserve all County resources by providing efficient, cost effective services which ensure the safety, health and welfare of our customers and improve the quality of life.

**Vision:** We envision the Infrastructure Services Department as the leader in developing and maintaining County roads, bridges, vehicle equipment, parks and facilities. The Infrastructure Services Department will strive to ensure environmental compliance, good working relationships, and high standards of professional management for Bexar County. The management and staff of our department are facilitators in achieving a balance between diverse priorities and finite resources, by providing the public and other County offices thorough analyses, expert advice, prompt, reliable services, and open honest communications related to the responsible allocation and utilization of Infrastructure Services personnel and resources.

## Goals and Objectives:

- Provide safe and mechanically sound vehicles to our customers, especially those who drive emergency vehicles that provide for public safety for Bexar County Citizens
- Reduce the number of unscheduled repairs by providing an aggressive and methodical preventive maintenance program for all Bexar County vehicles and equipment
- Assist all offices and departments in having the proper vehicle or piece of equipment to perform their missions
- Assist in getting the best return for all Bexar County vehicles at the time of sale
- Establish a work atmosphere that promotes the effective and efficient management of Bexar County resources

## Divisional Functions:

- Provides for the safety and extended life of the County’s light vehicles and lawn equipment
- Provides periodic preventive maintenance program
- Evaluates and recommends vehicles for replacement based on maintenance and operational cost analysis
- Develops specifications for contract repairs
- Serves as technical advisor to other offices and departments in developing special equipment and vehicle bid specifications
- Repairs and inspects light vehicles and lawn equipment
- Chairs Vehicle Replacement Committee and recommends vehicles for replacement

## Performance Indicators:

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Workload Indicators:**

Total Vehicles in Fleet			
Patrol	121	110	92
Traffic	N/A	N/A	62
Light Vehicle	640	630	700
Preventive Maintenance			

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Patrol	554	630	440
Traffic	N/A	N/A	145
Light Vehicle	953	1,230	970
Total Flex-Fuel (E-85) vehicles	74	67	75
Total Hybrid units	6	6	8

**Efficiency Indicators:**

Maintenance Cost per Mile			
Patrol	\$0.136	\$0.13	\$0.16
Traffic	N/A	N/A	0.18
Light	0.127	0.132	.16
Ratio of Vehicles per Mechanic	128	122	140

**Effectiveness Indicators:**

Percentage of Days			
Patrol Vehicles Available	99%	97%	97%
Traffic Vehicles Available	N/A	N/A	97%
Light Vehicles Available	98%	96%	97%
Number of Unscheduled Repairs			
Patrol	782	810	600
Traffic	N/A	N/A	220
Light Vehicles	1,103	1,050	1,110

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$431,067	\$445,289	\$436,009	\$511,953
Operational Costs	21,989	35,679	27,838	34,031
Supplies and Materials	14,258	8,562	6,348	20,148
Contingencies	0	0	0	23,096
<b>Total - Fleet Maintenance Fund</b>	<b>\$467,314</b>	<b>\$489,530</b>	<b>\$470,195</b>	<b>\$589,228</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increases 25.3 percent compared to FY 2007-08 estimates. This increase is primarily due to the need for replacement of old equipment under Supplies and Materials, as well as the program change described below.
- The Personnel Services group increased 17.4 percent compared to FY 2007-08 estimates. The personnel appropriation represents funding of position at the same levels of estimated expenditures during FY 2007-08, plus full funding of any salary increases granted in that year. The Contingency group includes \$23,096 to support salary increases.



- The Operational Costs Group increased 22.2 percent compared to FY 2007-08 estimates. This increase is due to an anticipated need for major preventative maintenance, replacement of an overhead door, anticipated increase in cost to dispose of environmentally sensitive items, and uniform expenses for the two Automotive Mechanics.
- The Supplies and Materials Group increased significantly compared to FY 2007-08 estimates due to replacement of two shop air compressors at the cost of \$5,000, ten work lights at the cost of \$750, three shop cooling fans at the cost of \$825, 16 air reels for ventilation purposes at the cost of \$1,350, and two rolling jack attachments for 18,000 pound lifts at the cost of \$5,400. The total amount for all replacements is \$13,325.
- The FY 2008-09 Adopted Budget includes one program change for a total cost of \$76,415.
- The program change is the addition of two Automotive Mechanics (NE-06) at the cost of \$76,415, which includes salary and benefits. With the addition of these positions, Fleet Maintenance would be better able to serve our customers. The Fleet Division is projected to maintain over 700 vehicles this fiscal year.

**Policy Considerations:** In the FY 2001-02 Budget, an analysis on the Fleet Maintenance Fund was conducted to ascertain why the appropriated fund balance was not maintained. During FY 2008-09, the Planning and Resource Management Department will conduct an analysis of the Fleet Maintenance Fund to ensure the sustainability of the fund and to sustain customer satisfaction within our County. This analysis will update the FY 2001-02 analysis, which include a market analysis, potential cost-effective analysis, customer surveys, benchmark practices, and all services that are needed to maintain County-owned vehicles.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Fleet Maintenance Director	1	1	1
Automotive Maintenance Supervisor	1	1	1
Auto Journeyman	2	2	2
Auto Mechanic	3	3	5
Auto Parts Clerk	1	1	1
Auto Service Worker	1	1	1
Office Assistant III	1	1	1
<b><i>Total – Fleet Maintenance Fund</i></b>	<b><i>10</i></b>	<b><i>10</i></b>	<b><i>12</i></b>

**Bexar County, Texas**  
**Technology Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$338,127	\$842,990	\$825,887
Designated for Encumbrances	23,266	0	0
<b>Total Beginning Balance</b>	<b>\$361,393</b>	<b>\$842,990</b>	<b>\$825,887</b>

**Revenue**

Interfund Transfers	\$119,000	\$119,000	\$0
Other Revenue Sources	1,667,158	2,396,430	1,210,080
Revenue from Use of Assets	0	23,795	0
<b>Total Revenues</b>	<b>\$1,786,158</b>	<b>\$2,539,225</b>	<b>\$1,210,080</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$2,147,551</b>	<b>\$3,382,215</b>	<b>\$2,035,967</b>
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<b>APPROPRIATIONS</b>
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General Government	\$111,345	\$117,059	\$144,712
Supplies and Materials	1,001,299	2,396,430	1,210,080
Capital Expenditures	165,371	16,293	0
Contingencies	0	0	0
Interfund Transfers	26,546	26,546	26,546

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$1,304,561</b>	<b>\$2,556,328</b>	<b>\$1,381,338</b>
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<b>Appropriated Fund Balance</b>	<b>\$842,990</b>	<b>\$825,887</b>	<b>\$654,629</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$2,147,551</b>	<b>\$3,382,215</b>	<b>\$2,035,967</b>
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# TECHNOLOGY IMPROVEMENT FUND

FUND: 565

**Program Description:** The Technology Improvements Fund was established in FY 1998-99 as a result of a performance review of the Bexar County Information Services Department (BCIS). The outside consultant, MGT of America, made recommendations designed to improve the County's technology planning and services. One of the most important recommendations made by MGT was to implement a "chargeback" system for technology expenditures. This fund facilitates the purchase of computer-related equipment. It is designed to satisfy the departmental requirement for an internal information technology budget, while maintaining centralized control of the purchasing process to maintain Countywide technology standards. The goal is to maintain the highest level of performance for each department's unique needs, while maintaining overall connectivity between systems.

Prior to FY 1998-99, the technology improvements were expensed either in the BCIS budget or appropriated in the capital expenditure line item costs of individual offices and departments. This budgeting approach made it difficult to track and control the County's investments in technology.

The new system of allocating all the costs of technology improvements to County offices and departments more accurately assesses the true costs of the operation of these offices and departments. This system also places managerial control of these costs within each organization. Once transferred to the Technology Fund, the funding for each office and department's technology needs are tracked separately to ensure that the contributions made by each are used only to purchase their technology equipment recommended in the budget process. In turn, this system also gives County department heads and officials better cost information with which to assess their office's or department's performance.

**Performance Indicators:** (See Information Services)

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$111,345	\$114,018	\$117,059	\$144,712
Supplies and Materials	1,001,299	2,038,548	2,396,430	1,210,080
Interfund Transfer	26,546	26,546	26,546	26,546
Contingencies	0	0	0	0
Capital Expenditures	165,371	0	16,293	0
<b>Total</b>	<b>\$1,304,561</b>	<b>\$2,179,112</b>	<b>\$2,556,328</b>	<b>\$1,381,338</b>

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget decreases by 46 percent when compared to FY 2007-08 estimates.
- The Personnel Services group increases by 24 percent compared to FY 2007-08. This increase is a result of funding the two authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Supplies and Materials Group represents Interfund transfers from various offices and departments to fund technology needs. The table on the next page indicates the technology dollar amount budgeted in the technology improvement fee line item for each Bexar County Department, Office and Fund. These funds are transferred from their respective funds to the Technology Improvement Fund.
- Funding in the amount of \$26,546 is provided in the Interfund Transfers group for overhead cost. These are the indirect costs associated with administering the funds such as personnel administration, purchasing, and auditing. The purpose of charging indirect costs is to reflect all of the actual costs associated with a particular function.
- One program change in the amount of \$18,016 is adopted for FY 2008-09.
  - The program change re-classes one Network Architect I from E-05 to E-07 and one Network Architect II from E-07 to E-08.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Network Architect I	1	1	1
Network Architect II	1	1	1
<b><i>Total – Tech Fund</i></b>	<b>2</b>	<b>2</b>	<b>2</b>

**Appropriations:**

Civil District Courts	\$32,868
CMAG Criminal District Court	6,830
CMAG District Clerk	2,658
Community Arena	9,000
Community Investment	12,769
Community Supervision Corrections - Adult Probation	40,990
County Judge/Commissioners	7,000
County Judge/Commissioners - Economic Development	6,480
Constable 1	14,701
Constable 2	24,843
Constable 3	19,691
Constable 4	26,576
County Auditor	30,000
County Clerk	10,300
County Clerk - Records Management	20,000
County Courts at Law	3,122
Criminal District Courts	36,717
C J P & C - Administration	5,170
C J P & C - Crime Lab	5,297
C J P & C - Forensic Science Center	95
C J P & C - Medical Examiner	3,690
Dispute Resolution	4,992
District Attorney	11,967
District Clerk	14,927
Fire Code	60,000
Fire Marshal	4,000
Flood Control	4,970
Information Services	100,000
Infrastructure Services - Administration	9,854
Infrastructure Services - Adult Detention Center	2,191
Infrastructure Services - Environmental Services	2,327
Infrastructure Services - Farm to Market & Lateral Road Fund	206,000
Infrastructure Services - Fleet Maintenance	1,500
Infrastructure Services - Juvenile Detention Center	1,525
Infrastructure Services - Parking Facilities	256
Infrastructure Services - Parks	6,336
Infrastructure Services - Special Road and Bridge Fund	87,000
Infrastructure Services - Stormwater	11,055
Justice of the Peace Precinct 1, Place 1	5,072
Justice of the Peace Precinct 4	5,072
Justice of the Peace Tech Fund	111,473
Jury Operations	2,060
Juvenile Child Support Probation	4,943

Juvenile Detention	3,752
Juvenile District Courts	2,881
Juvenile Probation	9,024
Non-Departmental	50,797
Planning and Resource Management	41,011
Sheriff - Adult Detention Center	326
Sheriff - Law Enforcement	100,283
Sheriff - Support Services	12,084
Tax Assessor	13,605
<b>Total</b>	<b>\$1,210,080</b>

# ENVIRONMENTAL SERVICES - STORM WATER QUALITY

FUND: 580  
AGENCY: 501

**Program Description:** The Environmental Services – Storm Water Quality program implements and manages the Bexar County Storm Water Quality (BCSWQ) program, which was mandated by the Environmental Protection Agency (EPA) and Texas Commission on Environmental Quality (TCEQ) MS4 Phase II Storm Water rules. This program will be responsible for developing and presenting educational programs to inform the public on the proper management and disposal of used oil, antifreeze, paints, and/or hazardous or toxic materials typically found in the residential environment. The program will also conduct outreach activities to provide reasonable household hazardous waste collection and assist with neighborhood clean-up activities and events designed to reduce or lead to the reduction of the discharge of pollutants into storm water. It will monitor and inspect to detect and eliminate illicit discharges to reduce pollutants from entering storm water conveyances. The program will review plats, construction plans, and permit applications of newly development and redevelopment to insure compliance with the appropriate and best practices controls for storm water runoff during and post-construction-working along with Public Works to identify selected flood plain areas for storm water quality maintenance activities. During and after construction, the program will be responsible for monitoring, inspecting, and enforcing construction sites to ensure the quality of storm water runoff. This program will also endure pollution prevention by County operations through education and monitoring of good housekeeping techniques by County personnel during County operations, actively participate in all local activities targeting the improvement of storm water runoff quality, and act as an Authorized Agent of the TCEQ to inspect, administer, and regulate storm water activities within the unincorporated areas of Bexar County.

In June 2003, HB 2031 (78<sup>th</sup> Legislature) granted Bexar County the authority to implement a Storm Water program. In December 2003, Commissioners’ Court approved the Bexar County’s proposed SWMP required by the program. Federal challenges delayed Phase II Program Implementation and use of general permits nationwide. In June 2004, Commissioners’ Court approved an individual permit application to TCEQ until the State issued the general permit. July 2005, the District Attorney’s Office determined that current authority granted by HB 2031 (78<sup>th</sup> Legislature) in 2003 was not sufficient to move forward and develop a funding mechanism to cover the program. June 2007, SB 1932 was passed allowing entities flexibility in developing a funding mechanism. TCEQ finally approved a general permit August 13, 2007, allowing entities like Bexar County Phase II coverage.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Workload/Output Measures:</b>			
Number of OSSF Inspections (1)	3,817	4,050	4,000
Number of Nuisance Inspections (1)	2,639	2,850	2,925
Number of Nuisance Abatements (1)	5	6	10
<b>Efficiency Measures:</b>			
Cost per OSSF Inspection	\$56.72	\$60.52	\$62.84
Cost per Nuisance Inspection	\$54.69	\$57.34	\$56.80
Cost per Nuisance Abatements	\$800	\$1,200	\$1,224
<b>Effectiveness Measures:</b>			
Successful HOA Clean-ups	(2)	(2)	99%
OSSF Successfully Installed	99%	99%	99%
Nuisance Complaints Resolved	84%	90%	95%

- (1) This cost represents 100 percent of the required activity done within the current OSSF program.
- (2) This is a new activity, therefore there is no historical data.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$0	\$0	\$0	\$164,942
Travel and Remunerations	0	0	0	1,880
Operational Costs	0	0	0	41,840
Supplies and Materials	0	0	0	38,952
Capital	0	0	0	23,000
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$270,614</b>

**Program Justification and Analysis:**

- Overall, the FY 2008-09 Adopted Budget reflects a significant decrease compared to FY 2003-04 budget, primarily due to a decrease in Personnel Costs.
- The Personnel Services Group decreased significantly compared to the FY 2003-04 Budget. A percentage of authorized positions were funded FY 2003-04. New program changes are portraying the new Personnel Costs.
- The Travel and Remunerations group was included to ensure proper training for the Storm Water program.
- The Operational Costs will cover operations, including Contract Services for clean-up activities.
- The Supplies and Materials group will fund items to include minor furniture for the new staff.
- The FY 2008-09 Adopted Budget includes three program changes for a total cost of \$164,942.
  - The first program change is an addition of a Civil Engineer (E-10) costing of \$73,520, including benefits.
  - The second program change is an addition of a Civil Engineering Assistant (E-05) costing \$51,637, including benefits.
  - The third program change is an addition of Office Assistant IV (NE-05) costing \$39,785, including benefits.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Civil Engineer	0	0	1
Civil Engineering Assistant	0	0	1
Office Assistant IV	0	0	1
<b>Total – Environmental Services –Storm Water Quality</b>	<b>0</b>	<b>0</b>	<b>3</b>





The existing livestock barns and related facilities at the Freeman Coliseum grounds will include renovation or replacement into new multi-purpose agricultural exhibition facilities. A portion of these facilities will be climate controlled built in accordance with a comprehensive site master plan.

# **GRANT FUNDS**



Missions Baseball Academy will include baseball and softball fields, along with a facility for a batting cage, concessions, restrooms, and parking.

**Bexar County, Texas  
Direct Client Services Division - Grants  
Fiscal Year Ending September 30, 2009**

<b>FY 2006-07 Actual</b>	<b>FY 2007-08 Estimate</b>	<b>FY 2008-09 Budget</b>
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance:**

Undesignated Funds	\$0	\$0	\$0
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**Revenue**

Intergovernmental Revenue	\$3,257,925	\$2,651,546	\$2,703,848
Total Revenues	0	0	0

<b>TOTAL AVAILABE FUNDS</b>	<b>\$3,257,925</b>	<b>\$2,651,546</b>	<b>\$2,703,848</b>
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<b>GRANTEE APPROPRIATIONS</b>
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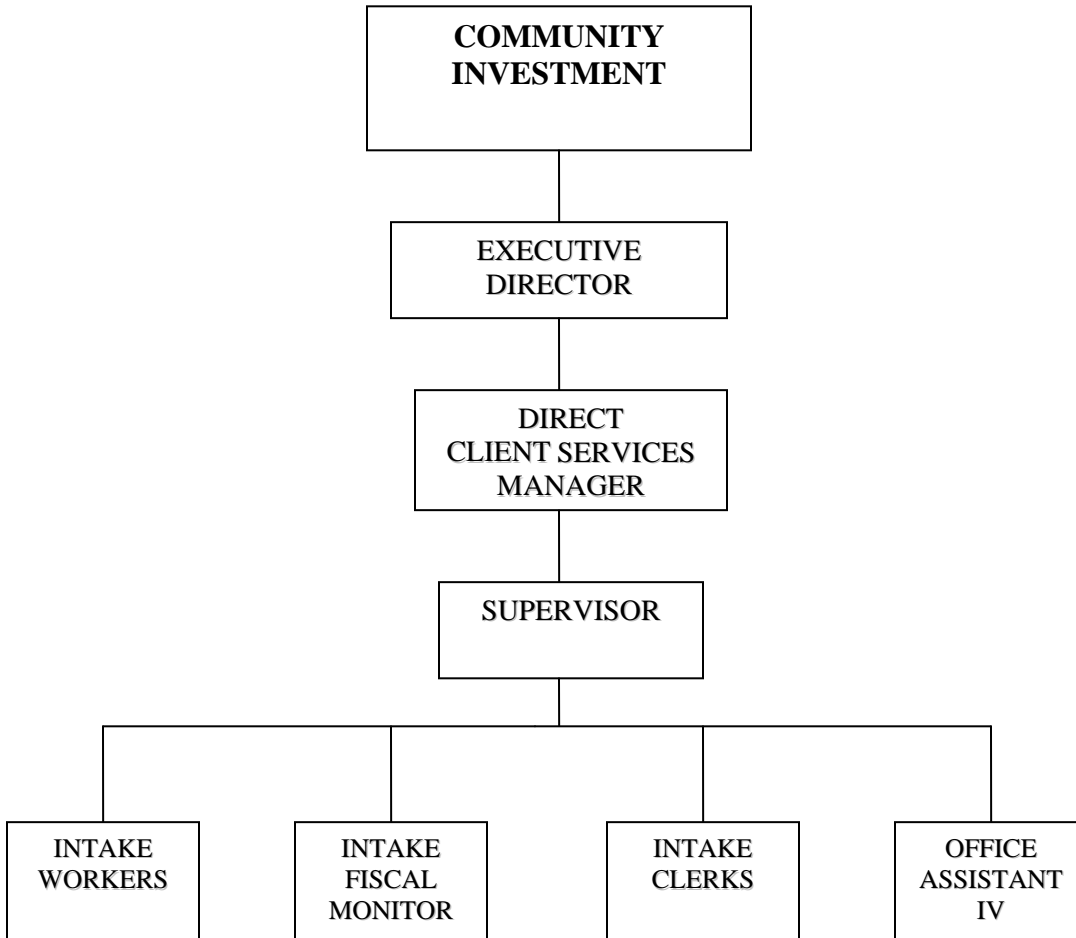
Texas Department of Housing & Community Affairs (TDHCA)	\$2,918,837	\$2,300,000	\$2,452,302
Bexar County Community Development Block Grant (CDBG) – Program Administration	204,945	136,546	136,546
Bexar County Community Development Block Grant (CDBG) – Direct Benefits	29,143	0	10,000
Residential Energy Assistance Program City Public Service	90,000	200,000	90,000
Bexar County General Funding	15,000	15,000	15,000
Weatherization – City Public Service	0	0	0
<b>Total Appropriations</b>	<b>\$3,257,925</b>	<b>\$2,651,546</b>	<b>\$2,703,848</b>

<b>Undesignated Balance</b>	<b>\$0</b>	<b>0</b>	<b>0</b>
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<b>TOTAL GRANTEE APPROPRIATIONS</b>	<b>\$3,257,925</b>	<b>\$2,651,546</b>	<b>\$2,703,848</b>
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\* Funding sources do not allow carry over funding.

# DIRECT CLIENT SERVICES – GRANTS



# DIRECT CLIENT SERVICES - GRANTS

**Mission:** To facilitate significant change in Bexar County through the investment of appropriate resources by identifying and maximizing all available resources in the community; working cooperatively with other governmental agencies, organizations and institutions to provide planned, comprehensive services for our customers that avoid duplication of services; and refining program and service delivery designs to identify additional opportunities for effective and efficient delivery of services.

**Vision:** To change lives and communities through the careful, deliberate use of appropriate tools and resources.

## **Goals and Objectives:**

- To design and implement programs, based on sound public policies, that meet the basic needs of County residents.
- To form productive operational partnerships with other governmental and non-governmental entities that will expand services to County residents.
- To operate basic need programs that are fully compliant with funding regulations and policies.

## **Program Description:**

The Department of Community Investment oversees the Direct Client Services Division.

The Direct Client Services Division administers the *Comprehensive Energy Assistance Program (CEAP)* through the Texas Department of Housing and Community Affairs (TDHCA), the *Bexar County Utility Assistance Program* through the Bexar County Community Development Block Group Grant (CDBG) administered by the U.S. Department of Housing & Urban Development (HUD), the Residential Energy Assistance Program through Housing and Human Services and the Bexar County General Fund. All funding sources must be expended during the fiscal year of the grant. All programs ensure compliance with funding sources and the Office of Management and Budget (OMB) circulars. The Department coordinates the delivery of services with State and local governmental entities.

The Direct Client Services staff identifies community needs in priority and targeted populations. The Department qualifies Bexar County residents for services while maintaining compliance with funding regulations. Additional duties include identifying qualified and capable community partners with whom Memoranda of Understanding may be executed to expand the Division's ability to meet the basic needs of County residents.

Fiscal Year 2008-09 will be a challenging year for Direct Client Services. City Public Service Energy has declared that utility rates in the San Antonio and Bexar area will be increasing approximately fifty percent. A rise in natural gas prices may increase average payment per qualifying household; lowering the amount of households served for FY 2008-09. Assistance to households will include denial and referral for services.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators/Output Measures:**

Number of Households Assisted			
All Assistance Programs	11,958	6,500	10,400
Number of Persons Assisted			
All Assistance Programs	14,569	9,000	12,584
Number of Home Visits	31	50	75
Number of Outreach Presentations	96	50	100
Amount of Benefits Paid			
All Assistance Programs	\$3,257,925	\$2,000,000	\$2,000,000

**Efficiency Measures:**

Average Number of Customer Intakes per FTE	1,547	1,316	1,485
Ratio of Appointments Given vs. Households Assisted	94%	97%	97%
Ratio of Co-pay Customers Enrolled vs. Completing Program	86%	90%	90%
Percentage of Funding Allocated vs. Expenditure	97%	99%	99%

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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Client Services Supervisor	2	0	1
Grant Support Specialist	1	1	1
Intake Worker	6	6	9
Intake Clerks (Permanent)	2	2	2
Intake Clerks (Temporary)	8	8	5
<b>Total</b>	<b>19</b>	<b>17</b>	<b>18</b>

Various Direct Client Service positions are funded with a combination of Community Development Block Grant (CDBG) funding within the *Bexar County Utility Assistance Program* budget and TDHCA funding.

**Grant Authorized Positions Funding Distribution:**

- One Intake Worker is funded 50 percent General Fund and 50 percent TDHCA grant funding
- One Client Services Supervisor is funded 100 percent with TDHCA grant funding
- Three Intake Workers are funded 100 percent with TDHCA grant funding
- Five Intake Workers are funded with a combination of TDHCA grant funding and CDBG grant funding (percentages do fluctuate)
- One Grant Support Specialist funded with a combination of TDHCA grant funding and CDBG grant funding (percentages do fluctuate)
- Two Intake Clerks are funded 100 percent with TDHCA grant funding.



**Bexar County, Texas  
Grants-In-Aid Fund Summary  
September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

**AVAILABLE FUNDS**

**Beginning Balance**

Undesignated Funds	\$10,397,851	\$10,738,290	\$3,590,474
Designated for Encumbrances	3,224,775	0	0
<b>Total Beginning Balance</b>	<b>\$13,622,626</b>	<b>\$10,738,290</b>	<b>\$3,590,474</b>

**Revenue**

Intergovernmental Revenue	\$25,565,228	\$13,230,000	\$14,050,000
Revenue from Use of Assets	497,604	15,000	9,800
Court Costs and Fines	67,647	0	0
Sales, Refunds and Miscellaneous	752,770	530,000	525,000
Excess of Revenues	0	0	0
<b>Subtotal</b>	<b>\$26,883,249</b>	<b>\$13,775,000</b>	<b>\$14,584,800</b>
Interfund Transfers	734,690	600,000	600,500
<b>Total Revenues</b>	<b>\$27,617,939</b>	<b>\$14,375,000</b>	<b>\$15,185,300</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$41,240,565</b>	<b>\$25,113,290</b>	<b>\$18,775,774</b>
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**APPROPRIATIONS**

General Government	\$40,293	\$32,090	\$24,000
Judicial	2,488,103	2,783,952	2,269,935
Public Safety	12,145,039	9,917,650	7,688,197
Education and Recreation	2,247,936	2,106,500	2,106,500
Capital Expenditures	1,540,238	725,624	850,000
Public Works	61,509	127,000	162,000
Health & Public Welfare*	11,905,041	5,830,000	5,630,000
Interfund Transfer	74,116	0	0
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$30,502,275</b>	<b>\$21,522,816</b>	<b>\$18,730,632</b>

<b>Appropriated Fund Balance</b>	<b>\$10,738,290</b>	<b>\$3,590,474</b>	<b>\$45,142</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$41,240,565</b>	<b>\$25,113,290</b>	<b>\$18,775,774</b>
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\*Health & Public Welfare Appropriation excludes Community Development Block Grant and HOME Investment Partnership funding FY 2006-07 expenditures (\$2,913,434). CDBG & HOME are incorporated into Total Grants and Aid according to the CAFR.

# GRANTS-IN-AID FUND

FUND: 113

## **Program Description:**

Bexar County continuously explores opportunities to use grants to supplement annual budget allocations in support of services provided by County offices and departments. Grant funds also serve as potential seed money for new programs and/or services, particularly within County priority areas of concern, identified gaps in service, and other service needs.

Prior to receiving grants from multiple state and federal sources, the Commissioners Court will approve, in advance, office and department applications for discretionary grant funding. Programs and services funded by grant monies are authorized only for the term of the grant. Likewise, positions that are funded by grant resources are authorized only for the term of the grant and employees who fill these positions are notified of this condition of employment. Grants appearing in this fund vary from year to year as some expire and others become active. Currently, all grants' budgets appear under this fund, including grants received that were not anticipated at the time that the budget was prepared. The County's cash matches for grants, if required, are appropriated in the responsible office or department's budget. Estimates are based on the best available data at the time the budget is prepared.

## **Performance Indicators:**

Each grant includes performance indicators particular to its service and/or program activities. These indicators become part of the grant submission and award. Bexar County offices and departments which are awarded grant funds are responsible for adhering to all grantor requirements, including but not limited to grant certifications, training, submission of regular progress reports, maintenance of written policies and procedures and other documentation supporting grant activities, and notifying the grantor agency of grant changes. Performance reports are reviewed by the County in recommending support for grant renewal or continued service funding through other non-grant means.

## **Appropriations:**

County grants are listed with actual expenditures for FY 2006-07, estimated expenditures for FY 2007-08, and the Proposed Budget for FY 2008-09. Each grant is listed within the appropriate category: General Government; Judicial; Public Safety; Education and Recreation; Public Works; Health and Public Welfare and Capital Expenditures. Many of the grant years are different than the County's fiscal year. Therefore, a significant amount of funds can be carried forward each year, depending on the term of each grant.

**On March 31, 2008, the Ryan White Program, Staff and Planning Council were transferred to Bexar County from the Alamo Area Development Corporation (AADC) to administer HIV/AIDS services for Bexar and surrounding counties. Bexar County will continue to be the fiscal administrator of Ryan White, Plan A, Plan B, Housing Opportunities for Persons with AIDS (HOPWA), and Minority Aids Initiative (MAI) funding received from the federal and state government.**

Due to various grant applications and terms, the Grant Authorized Position list is approximate and may fluctuate throughout the Fiscal Year.

**Grant Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Adult Probation Department**

*County Court-At-Law #1 / Adult Drug Court (CJD)*

Adult Probation Officer	1	2	2
Drug Court Probation Officer	1	1	1

*186<sup>th</sup> Criminal District Court (CJD)*

Senior Line Officer	1	1	1
Adult Probation Officer	1	1	1

*District Attorney (Family Justice Center / JEDI)^*

Senior Line Officer	1	1	1
Adult Probation Officer	1	2	2

*Mental Health Court – County Court #12 (USDOJ)*

Adult Probation Officer	0	2	2
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***Total***                    ***6***                    ***10***                    ***10***

\* FY 2007-08 CJD and DOJ granted one additional Adult Probation Officer for the Adult Drug Court and Operation JEDI per grant application.

\*\* During FY 2007-08 the County Court-At-Law #1 Drug Court and the Criminal District Court Drug Court were combined into one. Therefore, the new Criminal District Adult Drug Court will encompass the personnel for both grants.

\*\*\* A new Mental Health Court grant was awarded during FY 2007-08.

^ See note – District Attorney Grant Authorized Personnel listing.

**Community Investment**

Forensic Interviewer (JAG)	2	2	1
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***Total***                    ***2***                    ***2***                    ***1***

\*FY 2008-09 The U.S. Department of Justice, Justice Assistance Grant was reduced approximately 65%, the position was not recommended to receive FY 2008-09 JAG funding.

**County Clerk**

County Clerk ( <i>Operation JEDI</i> ) (50% grant funded, 50% general funded)	.50	.50	.50
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***Total***                    ***.50***                    ***.50***                    ***.50***

**County Court At-Law #1**

*Adult Drug Court (CJD grant)*

Tracking Specialist	1	1	0
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***Total***                    ***1***                    ***1***                    ***0***

\* The Tracking Specialist was eliminated during the FY 2008-09 grant application for the CJD Criminal District Court Adult Drug Court.

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Criminal Justice Planning & Coordination**

*Project Safe Neighborhoods (OAG)\**

Forensic Technician 1 0 0

*Justice Assistance Grant (USDOJ)\*\**

Administrative Clerk II 0 1 0

*Texas Task Force On Indigent Defense (IND)*

Chief Appellate Public Defender 1 1 1

Senior Assistant Appellate Public Defender 1 1 1

Assistant Appellate Public Defender 2 2 2

Office Assistant IV 1 1 1

*Texas Task Force On Indigent Defense (Pilot Project)*

Assistant Appellate Public Defender 1 1 1

Paralegal 1 1 1

**Total 8 8 7**

\* During FY 2007-08 the Forensic Technician was eliminated due to vacancy and the grant has terminated.

\*\* FY 2008-09 The U.S. Department of Justice, Justice Assistance Grant was reduced approximately 65%, the position was not recommended to receive FY 2008-09 JAG funding.

**District Attorney**

*Criminal Justice Division (CJD)*

Advocate 2 2 2

*Justice Assistance Grant (USDOJ) – Juvenile Intake*

Investigator 0 1 1

Prosecutor V\* 0 1 0

*Criminal Justice Division (CJD) Juvenile Drug Court*

Misdemeanor Prosecutor 1 1 1

*Project Safe Neighborhoods (OAG)*

Prosecutor V – Gangs 1 1 1

Prosecutor V – Firearms\*\* 1 0 0

*Operation JEDI Grant, U.S. Department of Justice^*

Advocate 1 1 1

Misdemeanor Prosecutor 2 3 3

Program Director 1 1 1

Office Assistant III 1 1 1

D.A. Investigators 0 0 2

*Family Justice Center (FJC) Federal Grant*

Executive Director 1 0 0

Office Supervisor 1 0 0

Office Assistant II 1 0 0

Programs Manager 1 0 0

Systems Program Manager 1 0 0

Chief Financial Officer (FJC Foundation)\*\*\* 0 1 0

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<i>Justice Assistance Grant (JAG) Child Welfare 2006</i>			
Advocate	1	0	0
Investigator	3	0	0
<i>Office of the Attorney General Grant 2006</i>			
Advocate	1	0	0
<b>Total</b>	<b>20</b>	<b>13</b>	<b>13</b>

\* FY 2008-09 The U.S. Department of Justice, Justice Assistance Grant was reduced approximately 65%, the position was not recommended to receive FY 2008-09 JAG funding.

\*\* During FY 2007-08 the Prosecutor V for Firearms was eliminated due to vacancy and the grant has terminated.

\*\*\* During FY 2007-08 the Chief Financial Officer for the Family Justice Center was eliminated due to vacancy.

^ On October 2, 2008 the U.S. Department of Justice, Office on Violence Against Women notified Bexar County that *Operation JEDI* was not selected for funding. Due to the late notice by the U.S. Department of Justice, the *Operation JEDI* program and employees are no longer employed under the purview of the grant and the authorized personnel listing will be reflected in FY 2009-10 Adopted Budget.

#### **District Courts (Civil Section)**

##### *Foundation Grant\**

Civil Drug Court Project Director	1	1	3 mos.
Family Drug Court Monitor	1	1	3 mos.
Family Support Monitor	1	1	3 mos.
<i>Family Drug Treatment Court (CJD Grant)</i>			
Family Support Monitor	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>1</b>

\*FY 2008-09 the Foundation grant funding is due to terminate approximately December 31, 2008.

#### **District Courts (Criminal Section)**

##### *Criminal Justice Division (CJD)*

Tracking Specialist	1	0	0
<i>Justice Assistance Grant 2005 (USDOJ)</i>			
Drug Court Coordinator	1	0	0
<b>Total</b>	<b>2</b>	<b>0</b>	<b>0</b>

FY 2007-08 Criminal District Court's grant funded positions were picked up by the General Fund.

#### **Infrastructure Services**

##### *Metropolitan Planning Organization (MPO)*

Transportation Planner	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### Juvenile Probation Department

<i>Juvenile Drug Court (CJD Grant)</i>			
Juvenile Probation Officer	1	1	1
<i>Family Preservation (CJD Grant)</i>			
Juvenile Probations Officer	2	2	0
Senior Juvenile Probation Officer*	0	1	3
Program Aide	1	1	1
<i>Gang Intelligence (CJD Grant) 421 funding</i>			
Senior Probation Officer	1	1	1
<i>Office of Attorney General Access &amp; Visitation (OAG)</i>			
Access Coordinator	1	1	1
<i>Project Safe Neighborhoods Grant (OAG)</i>			
Senior Probation Officer	2	2	2
<i>Safe &amp; Drug Free Schools (CJD Grant)</i>			
Senior Probation Officer	0	1	1
<i>Safe Havens Grant (USDOJ)</i>			
Program Specialist	0	1	1
<i>Justice Assistance Grant (USDOJ)</i>			
Juvenile Probation Officer**	0	2	1
<b>Total</b>	<b>8</b>	<b>13</b>	<b>12</b>

\* FY 2007-08 Two Family Preservation Grant Juvenile Probation Officer's were reclassified to Senior Juvenile Probation Officers.

\*\* FY 2008-09 The U.S. Department of Justice, Justice Assistance Grant was reduced approximately 65%, one Juvenile Probation Officer was not recommended to receive FY 2008-09 JAG funding.

### Bexar County Sheriff

<i>Office of the Attorney General (OAG)</i>			
Crime Victim Liaison (OAG)	1	1	1
<i>Project Safe Neighborhoods Grant (OAG)</i>			
Anti-Gang Deputy	2	2	2
<i>Regional Auto Theft Program (ReAct) (SAT)</i>			
Investigator	2	2	2
<i>Human Trafficking (USDOJ)</i>			
Investigator	2	2	2
Analyst	1	1	1
<i>Justice Assistance Grant (USDOJ)</i>			
Investigator*	2	1	1
Staff Sergeant	1	0	0
<i>Operation JEDI Grant, U.S. Department of Justice</i>			
Deputy Sheriff / Warrant Officer**	2	2	0
<b>Total</b>	<b>13</b>	<b>11</b>	<b>9</b>
<b>Grand Total</b>	<b>65.5</b>	<b>63.5</b>	<b>54.5</b>

\* FY 2008-09 The U.S. Department of Justice, Justice Assistance Grant was reduced approximately 65%, one Sheriff Investigator was not recommended to receive FY 2008-09 JAG funding.

\*\* The Warrant Officers were eliminated during the FY 2008-09 grant application for the continuation of the U.S. Department of Justice, Office of Violence against Women Grant for *Operation JEDI*. District Attorney Investigators replaced the Warrant Officers due to the higher cost of Bexar County Sheriff Warrant Officers. Additionally, on October 2, 2008 the U.S. Department of Justice, Office on Violence Against Women notified Bexar County that *Operation JEDI* was not selected for funding. Due to the late notice by the U.S. Department of Justice, the *Operation JEDI* program and employees are no longer employed under the purview of the grant and the authorized personnel listing will be reflected in FY 2009-10 Adopted Budget.

**Program Change(s):**

- The Bexar County Auditor will add a 50% grant funded and 50% general funded Auditor position.
- The Bexar County Economic Development Department will add a full-time Office Assistance IV to be paid by the Office of Economic Adjustment (OEA) Grant.

**Appropriations:**

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>GENERAL GOVERNMENT</b>				
4226	Office on Violence Against Women (OVW Federal Grant) to Encourage Arrest Policies and Enforcement of Protection Orders Program – Operation JEDI	\$17,189	\$8,090	\$0
6439	Federal Election Commission – Help America Vote Act (HAVA)	23,104	24,000	24,000
<b>TOTAL GENERAL GOVERNMENT</b>		<b>\$40,293</b>	<b>\$32,090</b>	<b>\$24,000</b>
<b>JUDICIAL</b>				
4045/4054/ 4064	Criminal Justice Division/Governor’s Office – Adult Drug Court (Judge Alonso)	\$128,968	\$157,232	\$0
4053/4067	Criminal Justice Division/Governor’s Office - Juvenile Drug Court	132,167	120,730	142,977
4048/4055/ 4065	Criminal Justice Division Felony Drug Court (Judge Roman & Herr) 9/05-8/06	101,070	136,333	124,419
4056/4066	Criminal Justice Division Family Drug Treatment Court #225	102,047	128,295	145,107
001-2105	Department of Justice – State Criminal Alien Assistance Program	345,259	421,350	400,000
4283/4284	Texas Task Force on Indigent Defense Appellate Public Defender Office Formula Grant 3/2005 – 5 year grant	273,336	178,756	249,780
6564	Department of Health & Human Services (HHS) Family Drug Court Grant (On-Demand)	272,701	253,377	0
4057/4058	Juvenile Justice Alternatives - Texas Governor’s Office – Early Intervention Program	149,867	193,080	276,000



Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
4096	Office of the Attorney General/Project Safe Neighborhood – District Attorney 4/04-8/07	\$97,306	\$48,653	\$0
4285	Texas Task Force on Indigent Defense - Pilot Project for surrounding Counties 18 month grant (5/1/07 – 10/31/08)	50,348	100,000	49,652
6551	Office of the Attorney General – Anti Gang Initiative (D.A.)	120,628	120,000	82,000
001/2252	Texas Task Force on Indigent Defense – Formula Grant	714,069	700,000	700,000
	Texas Department of Public Safety – Justice of the Peace Courts Technology Grant	337	126,146	0
4229	U.S. Department of Justice –Mental Health Court Grant	0	100,000	100,000
	<b>TOTAL JUDICIAL</b>	<b>\$2,488,103</b>	<b>\$2,783,952</b>	<b>\$2,269,935</b>
	<b>PUBLIC SAFETY</b>			
4466/4471	Department of Homeland Security (DHS)-State Homeland Security Program (SHSP)	\$69,284	\$156,000	\$156,000
4465	Department of Homeland Security – Urban Areas Security Initiative (UASI)	1,497,335	1,505,925	1,400,000
4467/4470	Department of Homeland Security- State Law Enforcement Terrorism Prevention Program	94,022	96,700	96,700
4464	Department of Homeland Security – Citizen Corp Council Coordinator	31,039	0	0
4468	Department of Homeland Security – Citizen Corp Program	4,830	77,613	77,000
4053/4067	Criminal Justice Division/Governor’s Office - Juvenile Drug Court	24,606	15,887	15,887
4057/4058	Juvenile Justice Alternatives (Texas Governor’s Office – Early Intervention Program	126,075	81,066	81,066

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
4063	Criminal Justice Division Juvenile Probation – Family Preservation	\$234,342	\$275,942	\$0
4220	U.S. Department of Justice Family Justice Center Presidential Grant	332,431	0	0
4226	Office on Violence Against Women (OVW Federal Grant) to Encourage Arrest Policies and Enforcement of Protection Orders Program – Operation JEDI	384,965	339,517	339,517
4227	DOJ – Human Trafficking Grant – Bexar County Sheriff	82,706	200,000	253,513
4059/4069	Criminal Justice Division Juvenile Probation – Project Connect	64,496	81,326	82,000
6586	DOJ - FBI Sheriff Overtime	13,421	10,000	10,000
6587	DOJ – DEA Sheriff Overtime	20,637	20,000	20,000
6588	DOJ – U.S. Marshals Service – Sheriff	5,102	0	0
6589	DOJ – Secret Service Sheriff Overtime	7,903	7,900	7,900
4203	US Department of Justice – Local Law Enforcement Block Grant 2003	0	0	0
4204	US Department of Justice – Local Law Enforcement Block Grant 2004	16,430	0	0
4205	US Department of Justice – Justice Assistance Grant (JAG) 2005	273,433	24,534	0
4206	US Department of Justice – Justice Assistance Grant (JAG) 2006	578,481	60,362	0
4207	U.S. Department of Justice – Justice Assistance Grant (JAG) 2007	0	889,248	8,000
4223 / 2020	U.S. Department of Justice/Bullet Proof Vest	97,930	157,055	150,000
4283/4284	Texas Task Force on Indigent Defense Appellate Public Defender Office Formula Grant 3/2005 – Five year grant	204,354	372,408	249,780
4384	San Antonio Bar Association – Amigos In Mediation (Dispute Resolution)	18,742	20,000	20,000

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
4050	Office of the Governor (CJD) – Victims of Crime Act (VOCA) Community Advocate Program (DA) 7/01/06-6/30/07	\$69,046	\$0	\$0
4061	Criminal Justice Division/Governor’s Office Community Advocate Program (VOCA) Awarded FY 05-06	21,337	0	0
4060/4068	Office of the Governor (CJD) – Gang Intelligence	54,456	56,935	57,000
4051/4062	Office of the Governor (CJD) – Family Justice Center Coordinated Intake Project	98,802	106,988	100,000
4259	Texas Comptroller of Public Accounts Sheriff/Tobacco Compliance	39,359	58,500	58,500
6549	Texas Attorney General Victim Coordinator Liaison – D.A.	36,484	41,000	41,000
6548/6555	Texas Attorney General Victim Coordinator Liaison – Sheriff	42,809	46,755	39,000
4296/4297	Texas Department of Transportation COSA – Regional Auto Crimes Team Sheriff’s Office	82,618	149,453	149,453
6545/6553/ 6556	Office of the Attorney General Access & Visitation Program Title IV-D 10/05 – 9/07	64,099	72,881	72,881
6522	Department of Transportation – STEP Impaired Driving Mobilization (Click It or Ticket)	18,681	20,000	20,000
6552	Office of the Attorney General – Anti-Gang Initiative (Sheriff)	124,656	124,000	124,000
001/2104	U.S. Department of Justice (USDOJ) Southwest Border Prosecution	35,000	75,073	75,000
4222	Department of Justice – Safe Havens: Supervised Visitation and Exchange Program	151,671	172,907	0
4225	Department of Justice – Juvenile Sex Offender Management Program	249,299	161,008	0
113/220 4312	Family Justice Center Foundation – Community Liaison for Family Justice Center (D.A.)	60,000	60,000	60,000
113/220 4312	Family Justice Center Foundation – Operational Expense Grant for the Family Justice Center	152,000	152,000	152,000

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
001/2050	Federal Emergency Management Agency – Emergency Management Assistance	\$68,923	\$70,000	\$70,000
001/2120	Texas Comptroller of Public Accounts County Courts	608,127	600,000	600,000
001/2253	Texas Comptroller of Public Accounts Prosecutor Pay	254,030	250,000	250,000
001/2297	Texas Comptroller of Public Accounts DA Witness	69,808	70,000	70,000
001/2298	Texas Comptroller of Public Accounts Jury Supplemental	504,322	500,000	500,000
001/2299	Texas Comptroller of Public Accounts DA Supplemental	33,630	33,000	33,000
017/2122	Texas Comptroller of Public Accounts Probate Supplemental	185,707	185,000	185,000
682/2032	Texas Comptroller of Public Accounts State Chapter 19 Vote	87,252	87,000	87,000
001/2091	Social Security Administration SSA Incentive	147,000	147,000	147,000
001/2089 3090	Texas Attorney General – Child Support Enforcement Program Title IV D	2,806,395	1,200,000	1,200,000
800	Texas Juvenile Probation Commission Title IV-E Administration	1,123,058	500,000	500,000
113/501 4362	Hidalgo Foundation – Children’s Court Program Support	456,667	456,667	0
113/501 4368	Hidalgo Foundation – Drug Court	50,000	0	60,000
4100	Office of the Attorney General Project Safe Neighborhoods – Crime Lab 9/04-7/07	105,420	60,000	0
4221	Department of Justice – DNA Capacity Enhancement Program II 10/05-9/06	88,360	0	0
6550	Office of the Attorney General Project Safe Neighborhood – Juvenile 9/05-8/07	73,459	70,000	70,000
	<b>TOTAL PUBLIC SAFETY</b>	<b>\$12,145,039</b>	<b>\$9,917,650</b>	<b>\$7,688,197</b>

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>EDUCATION &amp; RECREATION</b>				
6439	Federal Election Commission – Help America Vote Act (HAVA)	\$109,328	\$100,000	\$100,000
6546/6547	Office of the Attorney General – Victim’s Notification Information Everyday Program (VINE)	127,912	81,500	81,500
001/2140	Dept. of Agriculture – Food Stamp Program	25,478	25,000	25,000
001/2170	Dept. of Agriculture – National School Lunch Program	399,936	400,000	400,000
800	Texas Juvenile Probation Commission Title IV-E Administration	1,000,000	1,000,000	1,000,000
001/3090	Texas Attorney General, Child Support Enforcement Program Title IV-D	585,285	500,000	500,000
<b>TOTAL EDUCATION &amp; RECREATION</b>		<b>\$2,247,936</b>	<b>\$2,106,500</b>	<b>\$2,106,500</b>
<b>CAPITAL</b>				
4363	Hidalgo Foundation / Historic Courtroom	\$276,000	\$0	\$0
03/4364	Hidalgo Foundation/Children’s Court	320,000	0	0
03/4365	Hidalgo Foundation/Historic Furniture	155,000	4,583	0
4366	Hidalgo Foundation/SBC Tech In-Kind	750,040	721,041	0
4367	Hidalgo Foundation General Restoration	39,198	0	0
4368	Hidalgo Foundation/2008 Technology	0	0	600,000
	City Public Service Grant – Community Infrastructure Economic Development Grant (CIED)	0	0	250,000
<b>TOTAL CAPITAL</b>		<b>\$1,540,238</b>	<b>\$725,624</b>	<b>\$850,000</b>

Acct No.	Account Classification	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>PUBLIC WORKS</b>				
4264	Metropolitan Planning Organization (DOT) – Unified Planning Work Program	\$61,509	\$62,000	\$62,000
5209	Silver Rio – 1998 Flood Control Project	0	0	100,000
6599	Texas Parks and Wildlife Recreation Grant – Lakewood Acres Trail Signage	0	65,000	0
<b>TOTAL PUBLIC WORKS</b>		<b>\$61,509</b>	<b>\$127,000</b>	<b>\$162,000</b>
<b>HEALTH AND PUBLIC WELFARE</b>				
001/2089 3090	Texas Attorney General – Child Support Enforcement Program Title IV D	\$654,717	\$650,000	\$650,000
001/2092	Texas Attorney General – Child Support Enforcement Program Title IV-E – District Attorney	256,040	250,000	250,000
001/2090 800	Texas Department of Family and Protective Services Title IV-E Texas Juvenile Probation Commission	50,310	50,000	50,000
800	Title IV-E Administration Texas Juvenile Probation Commission	1,768,639	1,700,000	1,500,000
800	Title IV-E Foster Care Program	282,443	280,000	280,000
6562	Department of Health & Human Services – Safe and Bright Futures for Children 10/04-9/05	2,054	0	0
4875	Department of Health & Human Services - Ryan White, Title I 06-07	1,626,374	0	0
4804	Department of Health & Human Services – Ryan White, Title I 07-08	1,432,173	0	0
113/HCA	Texas Department of Housing & Community Affairs Comprehensive Energy Assistance Program(s) Case Management, Co-Pay, Direct Service Support, Elderly & Disabled, Energy Crisis, Heating & Cooling & Operations	2,918,837	2,900,000	2,900,000
<b>TOTAL HEALTH AND PUBLIC WELFARE* (refer to fund balance)</b>		<b>\$8,991,587*</b>	<b>\$5,830,000</b>	<b>\$5,630,000</b>
<b>TOTAL GRANTS-IN-AID</b>		<b>\$30,502,275</b>	<b>\$21,522,816</b>	<b>\$18,730,632</b>

**Bexar County, Texas  
 Ryan White Modernization Act  
 Fiscal Year Ending September 30, 2009**

<b>FY 2006-07 Actual</b>	<b>FY 2007-08 Estimate</b>	<b>FY 2008-09 Budget</b>
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance:**

Undesignated Funds	\$0	\$0	\$0
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**Revenue**

Intergovernmental Revenue	\$6,148,430	\$6,105,668	\$6,327,145
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**Total Revenues**

6,148,430	6,105,668	6,327,145
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**TOTAL AVAILABLE FUNDS**

<b>\$6,148,430</b>	<b>\$6,105,668</b>	<b>\$6,327,145</b>
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<b>GRANTEE APPROPRIATIONS</b>
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U.S. Department of Health & Human Services – Part A	\$3,879,071	\$3,685,117	\$3,686,151
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U.S. Department of Health & Human Services – Part A - MAI	0	264,661	283,000
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Texas Department of State Health Services – Part B	1,247,478	1,185,104	1,260,973
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Texas Department of State Health Services – HIV/HOPWA	158,724	150,787	161,868
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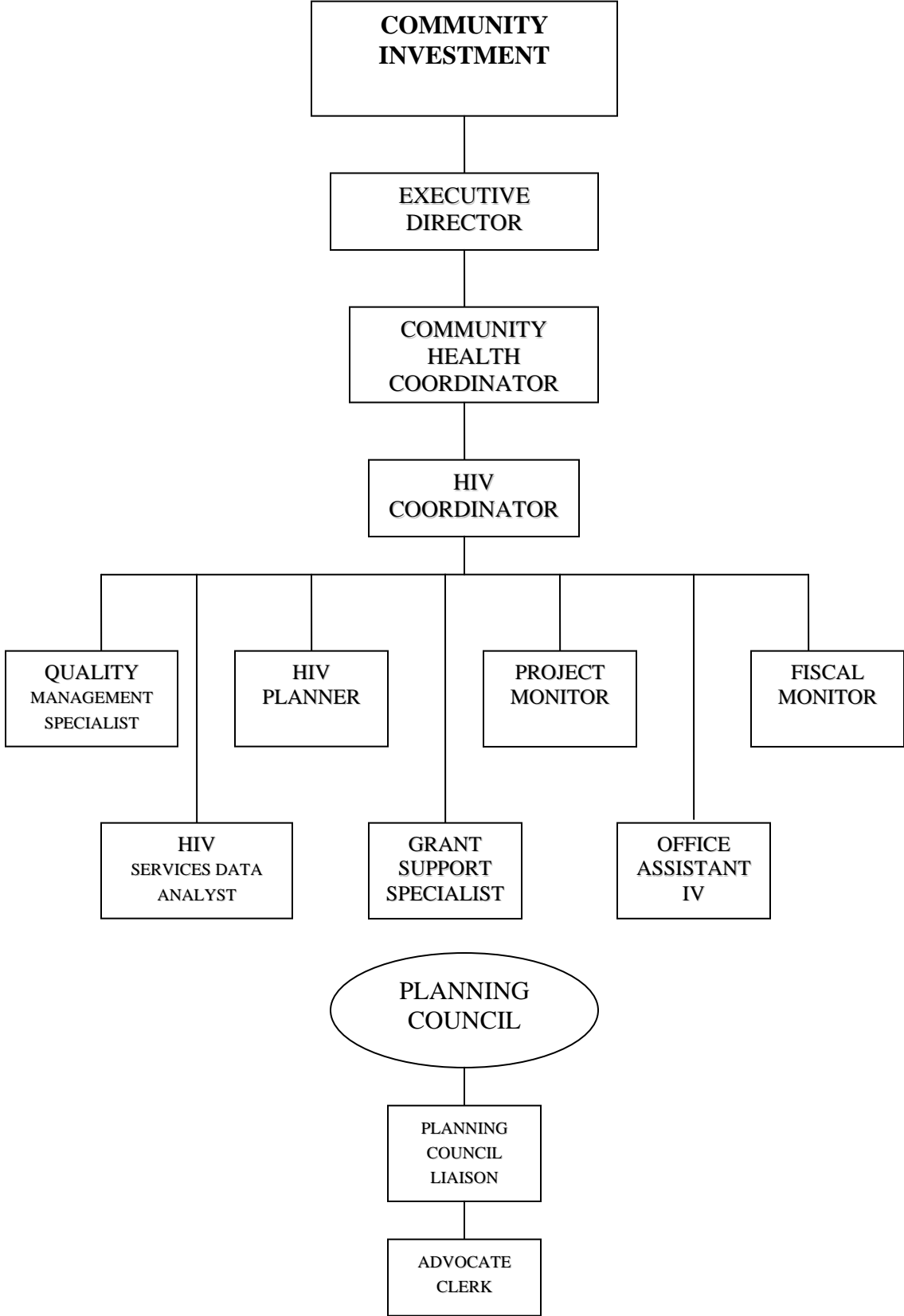
Texas Department of State Health Services – HIV State Services	863,157	819,999	680,153
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Texas Department of State Health Services – Administrative Agency	0	0	255,000
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**TOTAL GRANTEE APPROPRIATIONS**

<b>\$6,148,430</b>	<b>\$6,105,668</b>	<b>\$6,327,145</b>
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# RYAN WHITE MODERNIZATION ACT





# RYAN WHITE MODERNIZATION ACT

FUND: 113  
AGENCY: R09

**Mission:** To provide eligible Bexar County residents with a comprehensive array of health services, which will empower self-sufficiency and allow recipients to maximize their talents resulting in an improved quality of life which positively impacts the Bexar County community.

**Vision:** To administer all aspects of the Grant funding for the Human Immunodeficiency Virus (HIV) & Acquired Immunodeficiency Syndrome (AIDS) program. The administration of the program includes fiscal responsibilities, programmatic monitoring, clinical monitoring, data collection and reporting to the Federal and State departments that provide the funding. Our service providers that are funded through a competitive process receive Ryan White Treatment and Modernization Act of 2006; Part A, Part B and the Texas Department of State Health Services (TDSHS) HIV grant funds to deliver quality services gaps such as: health care, mental health, drug reimbursement, dental care, substance abuse counseling and housing assistance.

## **Goals and Objectives:**

- To enhance the quality of life for eligible Bexar County Residents
- To improve the quality of services delivered through Ryan White HIV/AIDS programs
- To effectively and efficiently administer the allocation of funding
- To comply with all federal and state regulations for the use of funding
- To provide a highly efficient continuum of HIV Care for eligible clients

**Program Description:** On December 19, 2006, the Ryan White HIV/AIDS Treatment Modernization Act replaced the Ryan White CARE Act as the primary legislation authorizing comprehensive care and treatment services for underserved populations.

October, 2007, the Bexar County Commissioners Court authorized the formation of a Community Health Division within the Department of Community Investment. The division's goal is to initiate, coordinate, and administer programs that will improve the health of Bexar County's citizens. Since June 1, 2006, the Alamo Area Development Corporation (AADC), a component of the Alamo Area Council of Governments (AADC) began to administer the Ryan White Services for Bexar County through a Memorandum of Understanding signed by the County Judge and the Executive Director of AADC. **On April 2, 2008, Bexar County became the administrative agency for all Ryan White services once again.**

## **PART A**

The San Antonio area, comprised of Bexar, Comal, Guadalupe and Wilson counties receives approximately \$3.6 million in funding from the federal government. The Bexar County Judge serves as the Chief Elected Official for the funds and appoints members to the San Antonio Area HIV Health Services Planning Council, which determines the needs of Persons Living with HIV/AIDS (PLWHAS) in the San Antonio area, prioritizes services and allocates funding to ensure 100% access and 0% disparity.

## **MINORITY AIDS INITIATIVE (MAI)**

The Minority AIDS Initiative's focus is on efforts to strengthen the organizational capacity of community based providers, in particular minority providers; improve the quality of HIV services; expand the pool of HIV service providers; and enhance the ability of minority service providers to compete for other HIV/AIDS funding in the future.

**PART B**

Under the Ryan White HIV/AIDS Treatment Modernization Act (RWHATMA), the federal government allocates Part B funds to the individual states, which then contract with local Administrative Agencies to distribute those funds to the community. Ryan White Part B funding is provided by the Texas Department of State Health Services (DSHS) and is divided into four categories: State Services, Service Delivery, Housing Opportunities for People with AIDS (HOPWA) and Administrative. As the Administrative Agency, Bexar County distributes these funds to counties in the following three (3) Health Service Delivery Areas (HSDA):

**San Antonio HSDA**

Atascosa, Bandera, Bexar, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, Wilson

**Uvalde HSDA**

Dimmit, Edward, Kinney, LaSalle, Maverick, Real, Uvalde, Val Verde, Zavala

**Victoria HSDA**

Calhoun, DeWitt, Goliad, Gonzales, Jackson, Lavaca, Victoria

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Request For Proposals	3	0	4
Programmatic Monitoring Visits	3	28	16
Technical Assistance and/or Training Provided	3	N/A	10
Follow-up Programmatic Monitoring Visits	0	28	4
Procedures Requiring Corrective Actions from Monitoring Visits	122	60	2
Processed Reimbursement Requests	260	230	300

**Efficiency Measures:**

Contracts Finalized and Executed within 60 Days	10	7	8
Requests for Reimbursement Processed within 30 working days	N/A	N/A	300
*HRSA Conditions of Awards Satisfied by Deadline	80%	100%	90%
**Response to TDSHS Corrective Actions Satisfied by Deadline	3	1	5

**Effectiveness Measures:**

Number of Service Providers with No Critical Findings	0	0	6
Number of Service Providers whose Findings were Cleared without Follow- Up Visits	N/A	N/A	2

Number of Service Providers with Less Than 2 Findings	N/A	N/A	4
Number of Service Providers who responded to findings within 35 days	3	7	6

\*HRSA - U.S. Health Resources & Services Administration

\*\*TDSHS - Texas Department of State Health Services

**HIV Services Funding Sources:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>AADC – Ryan White</b>			
*U.S. Department of Health & Human Services – Part A	\$3,879,071	\$3,685,117	\$3,686,151
~U.S. Department of Health & Human Services – Part A - MAI	0	264,661	283,000
**Texas Department of State Health Services – Part B	1,247,478	1,185,104	1,260,973
***Texas Department of State Health Services – HIV/HOPWA	158,724	150,787	161,868
^Texas Department of State Health Services – HIV State Services	863,157	819,999	680,153
^Texas Department of State Health Services – Administrative Agency	0	0	255,000
<b>Total</b>	<b>\$6,148,430</b>	<b>\$6,105,668</b>	<b>\$6,327,145</b>

\* Funding year Part A is March 1, 2008 through February 28, 2009

~ Part A – Minority Aids Initiative (MAI) funding year is from August 1, 2008 – July 31, 2009

\*\* Ryan White Part B– April 1, 2008 through March 31, 2009

\*\*\* HOPWA (housing) – February 1, 2008 through January 31, 2009

^ State Services – September 1, 2008 through August 31, 2009

- All funding must be expended within the Program year.

**Part A:** AADC was responsible for the grant period March 2007 – February 2008. Figures for the expenditures for administration and quality management (QM) for that period are the responsibility of AADC.

For FY 2008-2009 allocations for administration (10%) and QM (5%) of the overall amounts of the grant award is \$552,923. One month of this allocation for AADC during this grant period was \$15,398.96 for QM (5%) and \$30,717.92 for administration (10%) for a total of \$46,076.88 for administrative expenditures. Bexar County’s allocation for 11 months is as follows: QM = \$168,949 and administration = \$337,897 for a total of \$506,846 for this same grant period.

The Planning Council budget for this period is \$124,300, which is a portion of the administration budget of \$337,897.

Part A also includes Minority AIDS Initiative (MAI), which must follow the same HRSA guidelines of no more than 5% QM and 10% administration costs. MAI was administered by AADC from August 1, 2007 – March 31, 2008. The reporting of the expenditures for this grant period of 8 months according to the

guidelines of 5% QM and 10% administration were the responsibility of AADC. From April 1, 2008 – July 31, 2008 Bexar County Department of Community Investment budgeted \$8,822 for administration (10%) and \$4,411 (5%) for QM for this four month period.

Bexar County was notified that the HRSA Notice of Grant Award (NGA) would be forthcoming in the approximate amount of \$283,000 for the grant period FY 2008-2009 (August 1, 2008 – July 31, 2009). Once received, we will calculate 10% off the actual amount for administrative costs and 5% for QM. The remainder will be for program services.

**Part B (Texas Department of State Health Services):** The Department of State Health Services (DSHS) funds Bexar County Department of Community Investment for the following: State Services (SS), Service Delivery (SD) and HOPWA. All of these amounts are direct pass-through of funds to the service providers (sub recipients).

- The funding cycle for SS is September 1 – August 31. AADC administered the program from September 1, 2007 – March 31, 2008. Bexar County administered the program from April 1, 2008 – August 31, 2008 in the amount of \$324,720. For the FY 2008-2009, the amount of funding is \$680,153.
- The funding cycle for SD is April 1 – March 31; therefore, Bexar County will administer the entire contract year for this funding stream. The amount in SD is \$1,260,973.
- The funding cycle for HOPWA is February 1 – January 31. AADC administered this program from February 1, 2008 – March 31, 2008. Bexar County is administering the remaining 10 months with funding of \$161,868.

Bexar County Department of Community Investment received an Administrative Agency contract in the amount of \$255,000 for the grant period FY 2008-2009 (April 1, 2008 – March 31, 2009) to administer the above pass-through amounts in SS, SD and HOPWA.

**Program Justification and Analysis:**

The budget reflects projected funding that is under contract. Some of the sub recipients were funded from the project allocations for FY 2007-2008 and also FY 2008-09 since on April 1, 2008 Bexar County became the AA and through a Memorandum of Understanding with AADC, continued funding for sub recipients so that there is no interruption of service at the community level. The amounts are the following:

	<u>Amount of Funding</u>
<b>Alamo Area Resource Center</b>	
Part A	\$439,419.62
MAI 2007-2008	\$61,171.64
MAI 2008-2009	\$85,050.40
Part B Service Delivery	\$105,420
State Services 2007-2008	\$38,920
State Services 2008-2009	\$74,859
HOPWA	\$75,400
<b>Black Effort Against the Threat of AIDS, Inc.</b>	
Part A	\$306,460.13
MAI 2007-2008	\$39,391
MAI 2008-2009	\$84,731.04
Part B Service Delivery	\$109,694
State Services 2007-2008	\$67,219
State Services 2008-2009	\$139,169

**El Centro del Barrio**

Part A	\$229,439
MAI 2007-2008	\$2,803
MAI 2008-2009	\$4,246.10
Part B Service Delivery	\$13,837

**Mujeres Unidas**

Part A	\$4,902
MAI 2007-2008	\$4,397.20
MAI 2008-2009	\$1,442.46
Part B Service Delivery	\$2,838
State Services 2007-2008	\$1,659
State Services 2008-2009	\$3,103

**San Antonio AIDS Foundation**

Part A	\$407,224.50
Part B Service Delivery	\$91,856
State Services 2007-2008	\$24,182
State Services 2008-2009	\$55,148

**University Health Systems, Inc.**

Part A	\$1,260,610
MAI 2007-2008	\$11,174
MAI 2008-2009	\$20,246
Part B Service Delivery	\$400,339
State Services 2007-2008	\$105,066
State Services 2008-2009	\$220,993

**United Medical Centers, Eagle Pass, Texas**

Part B Service Delivery	\$277,281
State Services 2007-2008	\$51,955
State Services 2008-2009	\$108,707
HOPWA	\$20,924

**Victoria City County Health Department (Victoria, Texas)**

Part B Service Delivery	\$226,068
State Services 2007-2008	\$35,719
State Services 2008-2009	\$78,174
HOPWA	\$65,544

**Authorized Positions:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**HIV SERVICES DEPARTMENT**

HIV Coordinator	0	1	1
Quality Management Specialist	0	1	1
HIV Services Data Analyst	1	1	1
Office Assistant IV	2	2	1
Project Monitor	1	1	1
Fiscal Monitor	0	1	1
HIV Planner	1	1	1
Grant Support Specialist	0	0	1
<i>Total – HIV Services Department</i>	<i>5</i>	<i>8</i>	<i>8</i>

**PLANNING COUNCIL**

HIV Services Advocate Clerk	1	1	1
Planning Council Liaison	0	0	1
<i>Total – Planning Council</i>	<i>1</i>	<i>1</i>	<i>2</i>

\*On April 1, 2008, Bexar County re-acquired all Ryan White Programs from AADC. Various personnel positions and title changes were approved by Bexar County Commissioners Court during the transition from AADC. All positions above reflect the appropriate Bexar County HIV Services grant funded authorized personnel. One Office Assistant IV remains to be funded by Ryan White grant funding, while a second Office Assistant IV is being paid for by the General Fund (approved during FY 2007-08 Adopted Budget).

The Planning Council is a regional volunteer planning body for HIV care for Ryan White Part B services in the San Antonio Transitional Grant Area (SATGA). The Planning Council decides what HIV services will be delivered throughout the SATGA, composed of the following counties: Bexar, Comal, Guadalupe & Wilson. A major goal of the Planning Council is to prioritize HIV services for all eligible clients in the TGA.

**Program Change:**

- Ryan White has adopted to add one Grant Support Specialist (NE-4) to be funded by Ryan White Administration grant funding.

**Bexar County, Texas**  
**HOME & American Dream Down Payment Initiative (ADDI) Program**  
**Fiscal Year Ending September 30, 2009**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance:**

Undesignated Funds	\$2,387,424	\$2,437,472	\$2,105,451
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**Revenue**

Intergovernmental Revenue (HOME)	\$611,417	\$613,992	\$585,641
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Intergovernmental Revenue (ADDI)	9,341	9,514	3,797
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<b>Total Revenues</b>	<b>\$620,758</b>	<b>\$623,506</b>	<b>\$589,438</b>
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<b>TOTAL AVAILABLE FUNDS</b>	<b>\$3,008,182</b>	<b>\$3,060,978</b>	<b>\$2,694,889</b>
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<b>APPROPRIATIONS</b>
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New Construction of Homes	\$30,210	\$0	\$160,000
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Rehabilitation of Homes	286,127	423,387	154,000
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Acquisition of Single Family Dwelling Unit(s) – (Down Payment Assistance)			
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Combination of HOME & ADDI	56,149	52,760	100,000
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Acquisition/Rehabilitation/Construction of Multi-Family Dwelling Unit(s)	0	434,704	600,000
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Acquisition of Transitional Living Facilities	160,000	0	0
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All Other Projects	0	10,500	124,500
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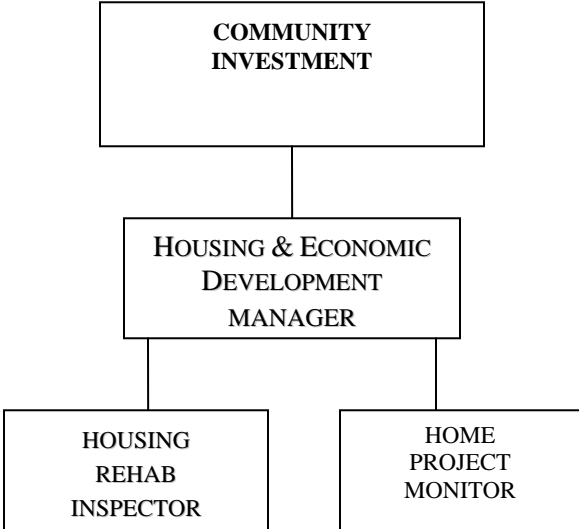
Administration	38,224	34,176	58,564
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<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$570,710</b>	<b>\$955,527</b>	<b>\$1,197,064</b>
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<b>Appropriated Fund Balance</b>	<b>\$2,437,472</b>	<b>\$2,105,451</b>	<b>\$1,497,825</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$3,008,182</b>	<b>\$3,060,978</b>	<b>\$2,694,889</b>
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# HOME PROGRAM(S)





# HOME INVESTMENT PARTNERSHIP FUND (HOME) & THE AMERICAN DREAM DOWN PAYMENT INITIATIVE PROGRAM (ADDI) FUND: 117

**Mission:** To provide Bexar County residents with a comprehensive array of services to encourage self-sufficiency skills and allow recipients to maximize their talents resulting in an improved quality of life which positively impacts the Bexar County community.

**Vision:** To develop the human and physical infrastructure of Bexar County through the Administration of public service programs with the provisions of local, state and federal funding and HOME funding for new construction, rehabilitation, acquisition of single family, multi-family and transitional living facilities. In addition to HOME funding, Bexar County also receives American Dream Down payment Initiative (ADDI) funding. The Department oversees the day to day operations of local Contractors or Sub-recipients to ensure the deliverance of quality services that will benefit the low and moderate income persons and neighborhoods having a particular housing need or down payment assistance within Bexar County Jurisdictional areas. (*Federal Register, 24 Section 92.205*)

## **Goals and Objectives:**

- To maximize available resources
- To provide educational programs
- To provide access to entitlement benefits
- To provide financial assistance
- To provide information and referral
- To provide community development activities

The United States Department of Housing & Urban Development (HUD) program requirements state that agencies involved in the planning, application and performance reporting related to the receipt of federal funds from the Community Development Block Grant (CDBG) and the **HOME Investment Partnership Act (HOME)** must complete a Consolidated Plan.

The Consolidated Plan is a 5-year strategic planning document. The planning and implementation of the *Bexar County Consolidated Plan* was adopted on July 28, 2005 and submitted to HUD on August 15, 2005. Housing was polled as the #2 priority per the *Consolidated Plan*. More information regarding the Consolidated Plan process may be viewed in the Community Development Block Group (CDBG) narrative.

For purposes of CDBG and HOME programs, housing is defined as *an activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low and moderate income households. This could include the acquisition, new construction, reconstruction or rehabilitation of non-luxury housing with suitable amenities, including real property acquisition, site improvements, conversion and demolition. Other expenses may include financing costs, relocation expenses of any displaced persons, families, businesses or organizations. Tenant-based rental assistance may also be used with HOME funding, to include security deposits, payment of reasonable administrative planning costs and payment for operating expenses of community housing development organizations. The housing must be permanent or transitional. (Federal Register, 24 Section 92.205)*

**Program Description:** The HOME Investment Partnership and ADDI Program goals are to effectively and efficiently allocate the supply of decent, safe and affordable housing for low-to-very low income residents within the Bexar County unincorporated areas. The Programs ensure compliance with the HUD regulations and the Office of Management and Budget (OMB) circulars.

On July 22, 2008, Commissioners Court approved the final selection of the FY 2008–09 HOME Projects which are outlined below. A *One Year Action Plan* describing the use of funds for these projects and the amount of funding allocated for each project was submitted to HUD on August 15, 2008.

FY 2008-09 will be the seventeenth year that Bexar County has received HOME funding; the County will receive approximately \$585,641.

The HUD American Dream Down-payment Initiative (ADDI) Program is administered differently than the HOME Program. The Department approves home loan applications for persons who are low-to-very low income persons who will guarantee that they will reside within the unincorporated area of Bexar County or in a municipality other than the City of San Antonio. If a person/household is eligible, then a set amount of down payment assistance will be provided. ADDI can only be used for direct assistance.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Number of HOME Applications Reviewed and/or Evaluated	6	5	4
Number of Housing Rehabilitation Applications Received and/or Evaluated	67	17	0
Number of HOME Contracts Executed before 12/1/08	1	0	2
Number of HOME Projects Monitored	0	1	4
Number of Home Closures per ADDI	1	1	0

**Efficiency Indicators:**

Number of Housing Rehabilitation Applications Approved within 30 days of Receipt	45	25	20
Average Number of Homes Rehabilitated per FTE	16	8	0
Number of HOME Projects Monitored per Quarter	0	0	1

**Effectiveness/Outcome Indicators:**

Percent of Current FY HOME funds Expended During Fiscal Year	42%	25%	40%
Number of Families with Improved Housing as a Result of Housing Rehabilitation	16	8	0
Percent of Projects Monitored with Audits Completed and Findings Resolved within 90 Days	0%	100%	100%

**HOME and ADDI Funding:**  
**Projected FY 2008-09**

<b>Funding Source</b>	<b>FY 2008-09 Budget</b>
HOME Funding	\$585,641
ADDI Funding	3,797
<b>Total</b>	<b>\$589,438</b>
Available for Community Development Housing Organization (CHDO) Set Aside	\$102,077
Available for FY 2008-09 HOME Projects	425,000
Available for HOME Administration	58,564
Available for ADDI	3,797
<b>Total</b>	<b>\$589,438</b>

<b>Breakdown of HOME Administration Costs</b>	<b>FY 2008-09 Budget</b>
Capital Expenditures	\$0
Operational Costs	1,340
Personnel Services	51,673
Supplies and Materials	226
Travel and Remuneration	5,325
<b>Total Administrative</b>	<b>\$58,564</b>

Funding year for HOME is October 1, 2008 – September 30, 2009. Funding may be carried over. HOME authorized positions and reclassifications are contingent upon available HOME grant funding.

**Authorized Positions:**

	<b>FY 2006-07 Actual</b>	<b>FY 2007-08 Estimate</b>	<b>FY 2008-09 Budget</b>
Housing Rehabilitation Inspector	2	2	2
HOME Monitor	0	0	1
Housing & Economic Development Manager*	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>4</b>

**Program Justification and Analysis:**

- Funding for the Housing Rehabilitation Inspector positions are paid out of Program Delivery Costs from the Bexar County Housing Rehabilitation HOME Program funding.
- \*The Housing & Economic Development Manager’s salary is paid 39 percent from HOME Program funding.

Program Change: The Adopted FY 2008-09 Budget includes changes for the following:

- The reclassification of one Housing Rehabilitation Inspector (E-01) to become an (E-03) at an annual increase of 1.85 percent.
- The reclassification of one HOME Monitor (E-03) to become an (E-04) at \$34,020 annual base salary.

**HOME PROJECTS:**

<b>Adopted Fiscal Year 2008-09</b>	<b>Amount</b>
Bexar County Housing Rehabilitation Program	\$125,000
NPR Group – Costa Mirabella Senior Housing Project	300,000
Merced Housing Texas (CHDO) – Casitas de Villa Corona	102,077
American Dream Down Payment Initiative (ADDI)	3,797
Administration	58,564
<b>Total</b>	<b>\$589,438</b>

<b>Approved Projects Fiscal Year 2007-08</b>	<b>Amount</b>
Bexar County Housing Rehabilitation Program	\$232,994
NPR Group – Costa Almadena Multi-Family Housing	150,000
Bexar County Replacement Project	77,500
HOME Program CHDO Set Aside	92,099
American Dream Down Payment Initiative (ADDI)	9,514
Administration	61,399
<b>Total</b>	<b>\$623,506</b>

<b>Approved Projects Fiscal Year 2006-07</b>	<b>Amount</b>
Bexar County Housing Rehabilitation Program	\$200,000
Family Violence Prevention Services – Transitional Housing	75,000
Seton Home – Transitional Housing	160,000
NPR Group – Costa Almadena Multi-Family Housing	84,407
HOME Program CHDO Set Aside	92,010
American Dream Down Payment Initiative (ADDI)	9,341
Administration	0.00
<b>Total</b>	<b>\$620,758</b>

**Bexar County, Texas  
Community Development Block Grant Fund  
Fiscal Year Ending September 30, 2009**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance:**

Undesignated Funds	\$1,742,806	\$1,161,973	\$837,723
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$1,742,806</b>	<b>\$1,161,973</b>	<b>\$837,723</b>

**Revenue**

Intergovernmental Revenue	\$1,761,911	\$1,785,661	\$1,688,259
<b>Total Revenues</b>	<b>\$1,761,911</b>	<b>\$1,785,661</b>	<b>\$1,688,259</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$3,504,717</b>	<b>\$2,947,634</b>	<b>\$2,525,982</b>
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<b>APPROPRIATIONS</b>
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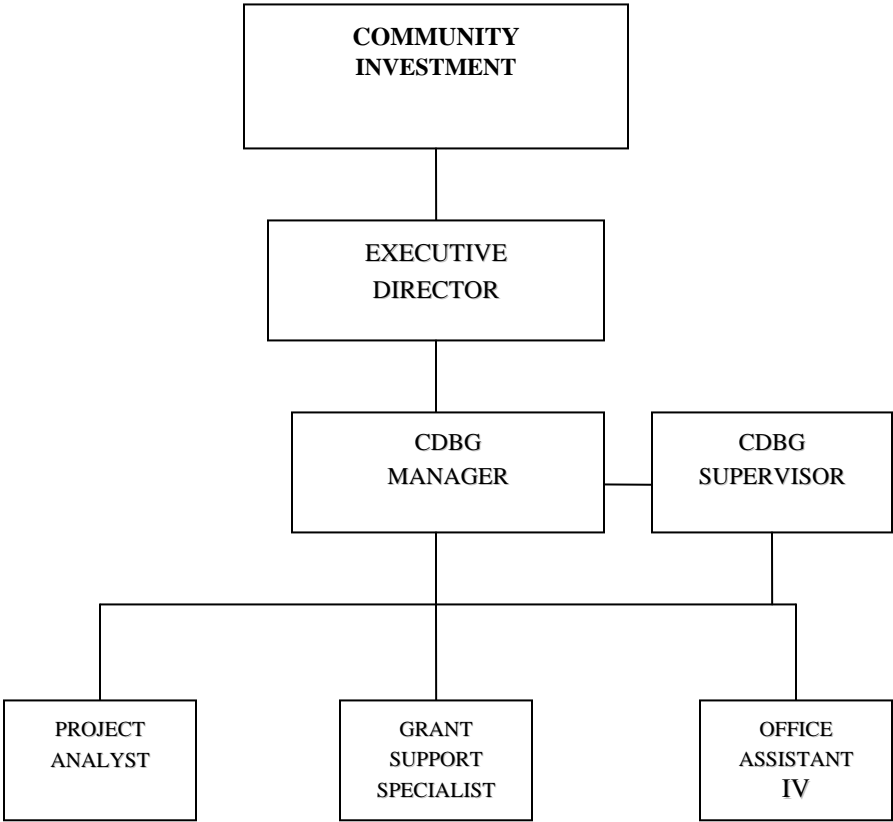
Economic Development Projects	\$0	\$0	\$0
Housing Projects	200,000	0	0
Infrastructure Projects	818,673	845,010	1,500,000
Public Facility Projects	707,403	639,920	200,000
Public Service Projects	264,286	267,849	253,238
Administration	352,382	357,132	337,651
All Other Projects	0	0	

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$2,342,744</b>	<b>\$2,109,911</b>	<b>\$2,290,889</b>
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<b>Appropriated Fund Balance</b>	<b>\$1,161,973</b>	<b>\$837,723</b>	<b>\$235,093</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$3,504,717</b>	<b>\$2,947,634</b>	<b>\$2,525,982</b>
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# COMMUNITY DEVELOPMENT BLOCK GRANT



# COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

FUND: 120

**Mission:** To implement the investment of resources to effect significant change in Bexar County through the development and implementation of a comprehensive plan, administration of the program and coordination of projects/activities to effect change for the citizens of Bexar County with a comprehensive array of services and improvements.

**Vision:** To change lives and communities through careful, deliberate use of tools and resources available to the department. This will be accomplished through effective administration of the following: Public Service Programs throughout Bexar County with resources from local, state and federal funding at sites accessible to the citizens of the County; Community Development Block Grant resources to advance the environment through construction of water, sewer, drainage, road, street and sidewalk projects and other public facilities; Community Development Block Grant and HOME program resources to provide housing by providing new construction, rehabilitation and acquisition of single family, multi-family and transitional living facilities to help stabilize families' lives.

## **Goals and Objectives:**

- Provide quality services and client satisfaction through the timely and cost effective expenditure of resources
- Enhance access to and delivery of entitlement benefits through Bexar County
- Provide and promote quality information and referrals to other resources
- Promote community involvement and development activities
- Maintain complete and accurate project records to avoid HUD non compliance findings

Every five years, Bexar County is required to conduct comprehensive assessments of housing and community development needs as well as identify strategies and goals to meet these needs. Bexar County's Consolidated Plan 2005–2009 fulfills these requirements to enhance the quality of life for Bexar County Residents.

The following are the priorities for Bexar County for the next four years:

- Priority 1 – Public Service
- Priority 2 – Housing (preventing homelessness)
- Priority 3 – Public Facilities
- Priority 4 – Infrastructure
- Priority 5 – Economic Development

## **CDBG Regulations: Definitions of Priorities**

*Public Service – Providing funding to subrecipients for those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare, homebuyer downpayment assistance or recreational needs.*

*Housing – An activity carried out for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by low and moderate income households. This could include the acquisition or rehabilitation of property, new housing construction or conversion of nonresidential structures.*

*Public Facilities – Acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements carried out by the recipient. Such facilities could include shelters, halfway houses for run-away children, drug offenders or parolees, group homes for mentally challenged persons and temporary housing for disaster victims.*

*Infrastructure – Acquisition, reconstruction, rehabilitation and installation of distribution lines and facilities of privately-owned utilities, provided such activities meet a national objective. A grantee may use CDBG funds to pay the costs of placing underground utilities, such as gas or telephone lines. A grantee may be able to install water and sewer lines to be owned and operated by a private utility.*

*Economic Development – Eligible activities are extensive and include acquisition, construction, reconstruction, rehabilitation or installation of commercial or industrial buildings, structures and other real property equipment and improvements, including railroad spurs or similar extensions. Additionally, private for profit businesses may receive grants, loans and other forms of support for any activity where the assistance is appropriate to carry out an economic development project. Lastly, in connection with eligible economic activities, developers must outreach to market available forms of assistance, screen applicants, review and underwrite applications, screen, refer and place low to moderate income applicants for employment opportunities generated by a CDBG eligible economic development activity.*

**Program Description:** The CDBG Department's goals are to effectively and efficiently allocate the supply of CDBG funding for all eligible projects for eligible residents and areas of Bexar County. The Bexar County Community Development Block Grant (CDBG) ensures compliance with the U.S. Department of Housing & Urban Development (HUD) regulations and the Office of Management and Budget (OMB) circulars.

Beginning the month of January every year, the CDBG Department holds between five and nine public hearings throughout Bexar County to solicit funding requests from the general public, service organizations and participating cities for the CDBG and HOME funding. This year, a total of 58 requests for funding were submitted.

The preliminary selection of 17 CDBG and three HOME projects was reviewed by Commissioners Court on June 17, 2008 and published in the *San Antonio Express-News*. Thereafter, a required publication of public notice, followed by a 30 day public comment period, was conducted. The public comment period ended on July 22, 2008. Commissioners Court is required by regulation to review all public comments received and then approve or make changes in the final selection of projects to be funded with CDBG and HOME funding for the current year.



On July 22, 2008, Commissioners Court approved the final selection of the FY 2008–09 CDBG and HOME Projects as shown in the budget narrative after the Authorized Positions Listing and in the HOME services section of this budget document. A *One Year Action Plan* describing the use of funds for the projects selected and the amount of funding allocated for each project was developed and submitted to Housing & Urban Development (HUD) on August 15, 2008.

Every five years, in conjunction with the *One Year Action Plan*, a *Five Year Consolidated Plan* (Con Plan) for CDBG & HOME funding must be submitted to HUD by August 15<sup>th</sup> on the fifth year. The *Con Plan* is a HUD program requirement which allows Bexar County to identify the housing and community development needs of its residents. The plan covers the Urban County jurisdiction and is comprised of the Balance of Bexar (participating incorporated cities and unincorporated areas). During the CDBG & HOME public hearings in the months of January and February every year, citizens are asked (along with public and private agencies that provide housing, health services and social services) to participate in the identification of housing and non-housing community needs in the Urban County jurisdiction.

The planning and implementation of the *Bexar County Consolidated Plan (Con Plan)* was completed three years ago and was adopted on July 28, 2005. The next Con Plan will be due to HUD next year on August 15, 2009.

After the conclusion of the *Consolidated Plan* process, the Department estimated the monetary need for Bexar County over the next five years would be approximately \$79,000,000 for HUD eligible programs.

FY 2008-09 is the twenty-third year of Bexar County’s participation in the CDBG program.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Indicators:**

Applications Evaluated per Year	97	45	83
Site Visits (Construction Projects)	56	50	75
Monitoring Visits (Public Service Projects)	16	16	16

**Efficiency Indicators:**

ERR, FONSI & RROF (environmental Studies) complete by September 15	16	15	18
CDBG Contract Executed by October 31	16	15	18
Percent of Projects in Progress by December 31	70%	75%	100%

**Effectiveness/Outcome Indicators:**

HUD Expenditure Ratio Met by Quarter	70%	85%	100%
Number of Audit Findings with HUD	0	0	0
HUD required ratio by July 31 cannot be higher than 1.50 percent of total allocation	1.36	1.21	1.17

**CDBG Funding:**  
**Adopted FY 2008-09**

Funding Source	FY 2008-09 Budget
*U.S. Department of Housing & Urban Development (HUD)	\$1,688,259
<b>Total</b>	<b>\$1,688,259</b>
15% available for Public Service Projects	\$253,238
20% available for Administration Costs	337,651
Total available for all other FY 2008-09 CDBG Projects	1,097,370
<b>Total</b>	<b>\$1,688,259</b>

\* Funding year is October 1, 2008 – September 30, 2009

- All Public Service funding must be expended within the Program year and not more than 15% of the current year’s allocation can be expended for public service funding.
- Not more than 20% of the current year’s allocation can be expended for administration.

Breakdown of CDBG Administration Costs	FY 2008-09 Budget
Capital Expenditures	\$0
Operational Costs	30,707
Personnel Services	275,944
Supplies and Materials	15,500
Travel and Remuneration	15,500
<b>Total Administrative</b>	<b>\$337,651</b>

CDBG funding can be carried over to the next year, excluding public service and administration costs. If all public service and administration costs cannot be expended during the budget year, the additional funding may be used for eligible CDBG project with budgetary short falls during the budget year. CDBG authorized positions and reclassifications are contingent upon available CDBG grant funding.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
CDBG Manager	1	1	1
CDBG Project Monitor	5	5	0
CDBG Supervisor	1	1	1
Grant Support Specialist	1	1	1
Office Assistant IV	1	1	1
CDBG Project Analyst	0	0	5
<b>Total</b>	<b>9</b>	<b>9</b>	<b>9</b>

## **Program Justification and Analysis:**

The Adopted FY 2008-09 Budget includes program changes for the following:

- The reclassification of five CDBG Project Monitors (E-03) to become CDBG Project Analysts (E-04) at \$34,020 annual base salary.

## **Community Development Block Grant Funded Projects: Adopted FY 2008-09**

<b><u>Public Service Projects</u></b>	<b><u>Amount</u></b>
Any Baby Can – Prescription Assistance Program	\$25,000
Bexar County Utility Relief Program	135,972
Christian Senior Services – Meals on Wheels Program	12,065
Kirby Senior Center –Staff Salaries	34,068
Bexar County Detention Ministries – Tenant Based Rental Assistance (TBRA)	12,065
JOVEN – After School / Summer Project	34,068
<i>Total Public Service Projects</i>	<b>\$253,238</b>
<b><u>Public Facilities</u></b>	<b><u>Amount</u></b>
City of Leon Valley – Raymond Rimkus Park ADA Bridge	\$45,050
City of Kirby – Friendship Park Upgrade Project	28,000
Casa Helotes Senior Center Monument Sign Project	25,000
Rodriguez Park – Improvements	100,000
<i>Total Public Facility Projects</i>	<b>\$198,050</b>
<b><u>Infrastructure</u></b>	<b><u>Amount</u></b>
Universal City – Parkview Estates Storm Drainage Project – Phase V	\$86,983.75
ARWSC – Shepard Road	47,193.75
Bexar Met – Calle Aleman Water Main Upgrade	50,223.75
City of Balcones Heights – Concord Avenue Reconstruction	196,983.75
City of Converse – Placid Park Improvements Phase II	86,983.75
City of Kirby – Edalyn Street Reconstruction	136,983.75
Highland Oaks – Memorial Lane Phase II	196,983.75
City of Somerset – Waste Water Plant Phase Design	96,983.75
<i>Total Infrastructure Projects</i>	<b>\$899,320</b>
<i>Total Administration Costs</i>	<b>\$337,651</b>
<b>Total FY 2008-09 CDBG Adopted Budget</b>	<b>\$1,688,259</b>

## **PAST CDBG FISCAL YEARS:**

<b><u>Fiscal Year 2007-08</u></b>	<b><u>Amount</u></b>
Friends of CHRISTUS Santa Rosa – Mammogram Screening Project	\$14,585
Bexar County Utility Relief Program	135,558
Christian Senior Services – Meals on Wheels	29,322
Kirby Senior Center – Transportation and Staff Salaries	34,068
Family Service Association – Senior Services Project	4,012
JOVEN – Losoya Summer Project	19,012
Project Mend – Handicapped Equipment Project	21,180
San Antonio Food Bank – Healthy Options Program for the Elderly	10,112
Any Baby Can – Facility Renovation	25,500
City of Kirby – Friendship Park ADA Playground Equipment Project	52,066
Mission County Park – Rotunda Pavilion Replacement Project	100,000
MacArthur Park – ADA Playground Equipment Project	100,000
Rodriguez Park – Pavilion Renovation Project	100,000
El Carmen Sports Park Upgrades	72,000
City of Somerset – Park Upgrades	98,170
Universal City – Parkview Estates Drainage Project – Phase VII	100,000
ARWSC – Fire Protection Upgrade Project	119,830
City of Leon Valley – ACA Handicapped Curbs & Sidewalk Project	53,114
City of Balcones Heights – Bobbies Lane Street Reconstruction Phase II	150,000
City of Converse – Placid Park Subdivision Street Reconstruction	90,000
City of Elmendorf – Infrastructure Engineering Master Plan	100,000
Administration Costs	357,132
<b>Total FY 2007-08 CDBG Approved Budget</b>	<b>\$1,785,661</b>

<b><u>Fiscal Year 2006-07</u></b>	<b><u>Amount</u></b>
Friends of CHRISTUS Santa Rosa – Mammogram Screening Project	\$17,200
Bexar County Utility Relief Program	204,945
Christian Senior Services – Meals on Wheels	21,000
Kirby Senior Center – Transportation and Staff Salaries	15,000
Family Services Association of S.A. – Senior Services Project	5,000
Emergency Housing Rehabilitation	201,141
Casa Helotes Senior Citizens Center – Sr. Center Expansion, Phase III	60,000
Leon Valley – ADA Park Playground Improvement Project	151,000
City of Balcones Heights – Rogiers City Park Improvements, Phase II	100,000
Universal City – Parkview Estates Drainage Project, Phase VI	150,000
Highland Oaks Subdivision – Street Reconstruction, Phase I	204,243
City of Somerset – Engineering of City Master Drainage Study	60,000
City of Kirby – Lehman Street Reconstruction Project	100,000
City of Converse – Schertz Subdivision Sewer Upgrade, Phase II	70,000
City of Elmendorf – Street Reconstruction Project	50,000
Administration Costs	352,382
<b>Total FY 2006-07 CDBG Approved Budget</b>	<b>\$1,761,911</b>



St. Mary's University strives to become a magnet for national and regional sporting events, including NCAA Division II championships and tournaments that will both showcase and benefit Bexar County. St. Mary's is committed not only to providing facilities that draw visitors, but also developing infrastructure that enhances the quality of life in San Antonio's Westside. Funding from the Community Venues initiative will provide renovations and upgrades to the existing athletic fields and sports complex.

# **CAPITAL FUNDS**





A nationally acclaimed swim center will make San Antonio a destination for major swimming competitions and attract national, regional, and international swim competitions. This would be the only swim stadium of this caliber in the Central United States. Currently, similar facilities exist only in California and Florida. USA Swimming has endorsed development of a national swimming center in San Antonio. When the aquatics center is not in use for competition it would be available for use by students and general public.



**Bexar County, Texas**  
**County Buildings Capital Improvement Fund**  
**Ending September 30, 2009**

			<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
<b>Fund 310</b>					
<b>Revenue</b>			<b>\$12,112,266</b>	<b>\$10,915,102</b>	<b>\$1,197,164</b>
310	5011	Courthouse Restoration and Renovation Project	\$10,347,692	\$10,084,901	\$262,791
310	5938	Renovate Master Control Room-Detention Center	68,511	56,143	12,368
310	5980	Gondek Addition Resealing	100,000	0	100,000
310	5995	Crime Lab Equipment Replacement Program	629,703	629,511	192
310	5441	Raymond Russell	82,647	82,647	0
310	5442	Northeast Service Center	249,154	11,000	238,154
310	5443	Southeast Service Center Warehouse	225,000	50,900	174,100
310	5444	Forensic Science Center Space Plan	100,000	0	100,000
<b>Subtotal</b>			<b>\$11,802,707</b>	<b>\$10,915,102</b>	<b>\$887,605</b>
310	9400	Contingency	\$309,559	\$0	\$309,559
<b>FUND 330</b>					
<b>Revenue</b>			<b>\$523,511</b>	<b>\$1,305</b>	<b>\$522,206</b>
330	5982	Cashiering System	\$523,511	\$1,305	\$522,206
<b>FUND 205</b>					
<b>Revenue</b>			<b>\$2,504,000</b>	<b>\$1,221,090</b>	<b>\$1,282,910</b>
205	5011	Courthouse Exterior	\$2,000,000	\$717,132	\$1,282,868
205	5936	Technology	504,000	503,958	42
<b>Subtotal</b>			<b>\$2,504,000</b>	<b>\$1,221,090</b>	<b>\$1,282,910</b>
<b>FUND 207</b>					
<b>Revenue</b>			<b>\$5,019,000</b>	<b>\$4,317,749</b>	<b>\$701,251</b>
207	5999	Audio/Visual Control Room & Equipment Upgrade	\$180,000	\$151,558	\$28,442
207	6000	Computer Room Fire Suppression-Courthouse Annex	317,456	317,456	0
207	6001	Cadena Reeves Justice Center Roof Replacement	2,612,321	2,612,321	0
207	6002	Vista Verde Elevator Replacement	553,000	3,000	550,000
207	6003	Adult Detention Fire Alarm Panel	250,000	250,000	0
207	6004	Justice Center Fire Alarm Panel	152,733	152,733	0
207	6005	Medical Examiner's Equipment	400,000	371,844	28,156



<b>Appropriations</b>			<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
207	6008	NEXTEL FCC Rebanding	150,000	150,000	0
207	6011	Training Firing Range	85,000	59,669	25,331
207	6012	Lighting for Sanchez-Spencer Field	249,168	249,168	0
<b>Subtotal</b>			<b>\$4,949,678</b>	<b>\$4,317,749</b>	<b>\$631,929</b>
207	9400	Contingency	\$69,322	\$0	\$69,322

## FUND 208

<b>Revenue</b>			<b>\$130,406,872</b>	<b>\$73,712,541</b>	<b>\$56,694,331</b>
208	5502	Web Cam for Central Magistration	\$0	\$0	\$0
208	5503	Clothing Property Section Storage System ADC	700,000	24,903	675,097
208	5504	Main Jail Laundry Boiler Room	53,144	30,443	22,701
208	5505	Replace Kitchen Ceiling and Plumbing at ADC	975,992	975,992	0
208	5506	Positron CAD project	100,000	0	100,000
208	5507	Firing Range (build berms)	150,000	0	150,000
208	5508	Audio/Visual Equipment Upgrades	15,000	671	14,329
208	5509	Courthouse Roof Repair	5,533,827	666,049	4,867,778
208	5510	Repair/Replace Roofing Material at the Courthouse Annex	617,000	0	617,000
208	5511	Repair/Renovation/Leak-proofing of Existing Juvenile Detention Center, Buildings A&B 1988 and 1993 Construction	2,451,669	2,451,669	0
208	5512	Repair Shower Stalls at ADC (Inmate Area)	0	0	0
208	5513	Repair/Replace Galvanized Roofing Material at the ADC Penthouse Roof	115,000	0	115,000
208	5514	Environmental Abatement, Demolition and Removal of Four Southton Road Buildings	0	0	0
208	5515	Park Improvements	550,003	510,298	39,705
208	5516	Replace Hot Water Units in Tower A of ADC	300,000	17,500	282,500
208	5517	Replace 2 Chillers at Krier Center	179,072	179,072	0
208	5518	Replace Water Heater Units at Krier	14,975	14,975	0
208	5519	Replace Air Handler at Juvenile Detention Center	79,817	79,817	0
208	5520	Replace computer room air conditioning units (4) at Courthouse Annex Facility-Co Buildings	0	0	0
208	5521	Energy Projects (CIED In-Kind)	508,000	17,800	490,200
208	5522	Bexar County Integrated Justice System	18,000,000	1,211,857	16,788,143
208	5523	Justice Center Expansion Project	52,809,324	52,584,324	225,000
208	5524	Gondek Refurbish	0	0	0

<b>Appropriations</b>			<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
208	5525	Fire Suppression	1,601,469	1,218,634	382,835
208	5528	227 Flores Parking Garage	5,477,843	114,343	5,363,501
208	5529	Energy Upgrades to Bond Projects	7,862,217	2,195,778	5,666,439
208	5530	Central Magistration Build Out Project	70,833	70,833	\$0
208	5531	Elections Warehouse	0	0	0
208	5539	Juvenile Justice Academy Project	1,500,000	0	1,500,000
208	5532	Financial Management System	6,300,000	375,889	5,924,111
208	5533	Cashiering	1,000,000	0	1,000,000
208	5534	CHRIS Hardware Upgrade	500,000	74,132	425,868
208	5535	CHRIS Timekeeping Software	500,000	299,700	200,300
208	5536	County wide Audio Visual Development	975,000	932,951	42,049
208	5537	Juvenile Justice Information System	3,682,609	3,073,605	609,004
208	5538	Courthouse Restoration	5,386,673	4,636,673	750,000
208	5540	ADC Annex 1:64 Conversion	267,250	244,200	23,050
208	5541	Adult Probation Parking Garage	11,000,000	1,101,235	9,898,766
208	5570	HVAC Replacement Control Replacement	698,281	609,200	\$89,081
		<b>Subtotal</b>	<b>\$129,974,998</b>	<b>\$73,712,541</b>	<b>\$56,262,457</b>
208	9410	Contingency	\$431,874	\$0	\$431,874

**FUND 209**

<b>Revenue</b>			<b>\$58,306,465</b>	<b>\$15,222,380</b>	<b>\$43,084,085</b>
209	5542	Land for Jail Campus	\$9,200,000	\$5,713,656	\$3,486,344
209	5530	Central Magistration Build Out Project	4,737,000	0	\$4,737,000
209	5124	Adult Probation	2,398,131	0	2,398,131
209	5543	Replace HVAC Controls with Digital Throughout ADC	695,000	695,000	0
209	5544	Chilled Water Cooling Towers B & C towers	84,100	57,304	\$26,796
209	5545	Replace (5) Air Handling Units at ADC	3,015,000	515,000	2,500,000
209	5546	Replace Utility Drain Piping in ADC Subbasement	685,900	523,187	162,713
209	5547	Replace Chilled Water & Condenser Returns A Tower - ADC	550,000	0	550,000
209	5548	Replace Roof at ADC Annex - Old Section	2,590,000	0	2,590,000
209	5549	Replace Heat Recovery System ADC Laundry	375,000	0	375,000

		<b>Appropriations</b>	<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
209	5550	Upgrade Solar Hot Water Heater at ADC Annex	250,000	113,775	136,225
209	5551	Fire Alarm Panel @ Mission Juvenile Old Section	110,000	110,000	0
209	5552	Replace Computer Room Floor	39,500	39,500	0
209	5553	Vista Verde Waterproofing and Concrete Repair	532,000	34,000	498,000
209	5554	Courthouse Communications Closets	85,000	0	85,000
209	5555	Krier Climate Control	98,000	29,415	68,585
209	5441	Park Improvements Raymond Russell	375,000	600	374,400
209	5556	Park Improvements Pletz	225,650	138,454	87,196
209	5557	Park Improvements Mission	135,000	677	134,323
209	5558	Park Improvements Rodriguez	77,000	0	77,000
209	5559	Park Improvements MacArthur	150,000	0	150,000
209	5560	Upgrade of Mattresses at ADC	30,000	30,000	0
209	5561	Vista Verde Security Camera and Recorders	74,000	0	74,000
209	5562	Haven for Hope	10,000,000	5,000,000	5,000,000
209	5563	Structural Evaluation of the Parking Garage	0	0	0
209	5564	Energy Conservation Equipment	500,000	0	500,000
209	5565	Juvenile Facilities Project	6,400,000	1,908,931	4,491,069
209	5568	Road and Bridge	8,500,000	0	8,500,000
209	5666	Constable/Justice of the Peace Facility Project	5,000,000	312,881	4,687,119
209	5567	CommuniCare Facility Renovation Project	100,000	0	100,000
209		CentroMed	1,000,000	0	1,000,000
		<b>Subtotal</b>	<b>\$58,011,281</b>	<b>\$15,222,380</b>	<b>\$42,788,901</b>
209	9410	Contingency	\$295,184	\$0	\$295,184
<b>FUND 210</b>					
		<b>Revenue</b>	<b>\$25,038,589</b>	<b>\$0</b>	<b>\$25,038,589</b>
		<b>Long-Term Debt</b>			
210		Water Service - Bullis	\$82,000	\$0	\$82,000
210		Replace Barbed Wire - Bullis	130,000	0	130,000
210		Renovate Mental Holding Unit Project	50,000	0	50,000
210		Radio System Antenna Enhancement at Justice Center, Courthouse, and AT&T Center	500,000	0	500,000
210		Replace Damaged Corridor Panels- Justice Center	185,000	0	185,000
210		Replace Generator and Add Emergency Electrical Circuits-Courthouse	420,000	0	420,000
210		Replace/Renovate and Strip Parking Lots-Vista Verde, TASC, Juvenile Detention, Cyndi Krier	300,000	0	300,000
210		Replace Kitchen Floor at ADC	550,000	0	550,000

	<b>Appropriations</b>	<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
210	Modifications/Upgrade to Electrical Power Supply-ADC Admin	290,000	0	290,000
210	Firing Range	2,500,000	0	2,500,000
210	Camp Bullis Easement	1,000,000	0	1,000,000
210	CHRIS Project	250,000	0	250,000
210	Computer Aided Dispatch-BCSO	46,000	0	46,000
210	Automated Fingerprint Identification System (AFIS)	400,000	0	400,000
	<b>Short-Term Capital</b>			
210	Imaging-District Clerk	130,000	0	130,000
210	Reconciling Software for District Clerk, County Clerk, PRM	60,000	0	60,000
210	UPS Backup System for Forensic Science Center	79,500	0	79,500
210	Breath Test Support Program	92,642	0	92,642
210	Video Teleconferencing (3 floors) for Criminal District Courts	187,491	0	187,491
210	Lakewood Acres Park Vehicles (5)	163,866	0	163,866
210	SAN Upgrade for Technical Support	302,577	0	302,577
210	Ethernet Migration-Vista Verde	143,134	0	143,134
210	Server Purchase for Technical Support	41,382	0	41,382
210	Billing Software	26,881	0	26,881
210	T-1 Router (Fully Populated)	15,274	0	15,274
210	Justice Center Wireless Project	24,903	0	24,903
210	Virtual Server (R900)	41,559	0	41,559
210	Ruggedized Notebook Replacement Countywide '09	223,715	0	223,715
210	PC Replacement Project Countywide '09	1,968,581	0	1,968,581
210	Notebook Replacements Countywide '09	869,022	0	869,022
210	KOVIS	99,165	0	99,165
210	Vehicle Replacement (90)	1,718,546	0	1,718,546
210	Radio Replacement BCSO-Law Enforcement	500,000	0	500,000
210	120# Dryer for ADC	14,800	0	14,800
210	Washer and Dryer Set for Juvenile Detention	15,000	0	15,000
210	Livescan Unit for Juvenile Probation	60,000	0	60,000
210	20 Police Package Vehicles - Constables	600,000	0	600,000
210	BCSO-Investigator, Sergeant, Power Shift	272,856	0	272,856
210	Capital Lease Buyout	8,450,000	0	8,450,000
	Pre-Trial Services Project	48,000	0	48,000
	Zap Trucks and Storage Project	97,000	0	97,000
	Adult Probation Technology Project	159,639	0	159,639
	<b>Subtotal:</b>	<b>\$24,408,533</b>	<b>\$0</b>	<b>\$24,408,533</b>
210	Contingency	\$630,056	\$0	\$630,056

# COUNTY BUILDINGS CAPITAL IMPROVEMENT FUND

SUMMARY

**Program Description:** The County Buildings Capital Improvement Fund is used to fund improvements to County buildings as well as major capital equipment and systems purchases. Examples of major projects that have been budgeted in this fund include the Courthouse Restoration Project, Human Resources Information System, Justice Center Roof Expansion, and the Courthouse Roof Replacement. Revenue for this fund is generated through the sale of Certificates of Obligation, Commercial Paper or other debt instruments.

During the budget process, departments and offices submit capital project requests to the Planning and Resource Management Department. Each County office and department requesting an appropriation of capital funds is responsible for preparing a project application on a standardized form which includes a general project description and justification of its importance or need. With coordination from the Infrastructure Services Department, project applications and recommendations are presented to Commissioners Court.

During the capital improvement process, the County determines the most appropriate funding source for each approved project. The available funding sources include current revenue from the General Fund, Special Road and Bridge Fund, Community Development Block Grant funds, capital leases, and various debt instruments. The funding source used depends on the type of project and available funds. In the case of debt financing, the County matches the terms of the debt to the useful life of equipment or structures.

The FY 2008-09 Adopted Budget capital improvement process will include funding equipment was previously funded in the Capital Lease Program. This change will continue to ensure the County's flexibility in using different sources of debt instruments by taking advantage of current interest rates based on the County's upgraded bond ratings.

**Appropriations:** The appropriations for the County Buildings Capital Improvement Fund are listed following the Program Justification and Analysis section for this fund.

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget includes a new debt issuance in the approximate amount of \$52.8 million. Included in this new issuance are 17 new long-term debt financed projects. The new long-term debt financed projects are:
  - Water Service-Bullis (\$82,000)
  - Replace Barbed Wire-Bullis (\$130,000)
  - Renovation of Mental Health Unit (\$50,000)
  - Radio System Antenna Enhancement at Justice Center, Courthouse and AT&T Center (\$500,000)
  - Replace Damaged Corridor Panels-Justice Center (\$185,00)
  - Replace Generator and Add Emergency Electrical Circuits-Courthouse (\$420,000)
  - Replace/Renovate and Strip Parking Lots-Vista Verde, TASC Building, Juvenile Detention, and Krier (\$300,000)

- ADC Roof Replacement, Waterproofing of Masonry Envelope, and Exterior Cleaning (\$1,300,000)
  - Replace Kitchen Floor at ADC (\$550,000)
  - Modifications/Upgrade to Electrical Power Supply-ADC Administration (\$290,000)
  - Firing Range (\$2,500,000)
  - Camp Bullis Easement (\$1,000,000)
  - Borgfeld Road (\$3,000,000)
  - CHRIS Project (\$250,000)
  - Computer Aided Dispatch-BCSO (\$46,000)
  - Automated Fingerprint Identification System (AFIS) (\$400,000)
  - Capital Lease Buyout (\$8,450,000)
- In addition, the FY 2008-09 Adopted Budget for the County Building Capital Improvement Fund continues funding three positions approved by Commissioners Court during FY 2007-08. These positions support existing and new capital projects as well as existing and new capital and building facilities projects. The positions are:
    - One Construction Manager (E-10) at an annual cost of \$68,058 (salary and benefits)
    - One Document Control Technician (NE-11) at an annual cost of \$52,912 (salary and benefits)
    - One Parks Manager (E-11) at an annual cost of \$102,478 (salary and benefits)
- FY 2008-09 will provide continued funding for the following positions also funded in the County Building Improvement fund:
    - One Construction Coordinator (E-06) at an annual cost of \$125,858 (salary and benefits)
    - One County Architect (E-11) at an annual cost of \$105,015 (salary and benefits)
    - One Facilities Division Manager (E-13) at an annual cost of \$75,351 (salary and benefits)
    - One Senior Construction Coordinator (E-08) at an annual cost of \$59,696 (salary and benefits)
- Along with the long-term debt financed projects, 28 short-term capital projects are included:
    - Imaging for the District Clerk (\$130,000)
    - Reconciling Software-District Clerk, County Clerk, Planning and Resource Management (PRM) (\$60,000)
    - UPS Backup System for Forensic Science Center (FSC) (\$79,500)
    - Breath Test Support Program (\$92,642)
    - Video Teleconferencing-Criminal District Courts (\$187,491)
    - Lakewood Acres Park Vehicles (5) (\$163,866)
    - SAN Upgrade-Information Services - BCIS (\$302,577)
    - Ethernet Migration-Vista Verde (\$143,134)
    - Server Purchase-BCIS (\$41,382)
    - Billing Software (\$26,881)
    - T-1 Router-BCIS (\$15,274)
    - Justice Center Wireless Project (\$24,903)
    - Virtual Server R900-BCIS (\$41,559)
    - Ruggedized Notebook Replacement-Countywide '09 (\$223,715)
    - PC Replacement Project-Countywide '09 (\$1,968,581)
    - Notebook Replacement-Countywide '09 (\$869,022),
    - KOVIS (\$99,165)

- Vehicle Replacement - 90 (\$1,718,546)
- Radio Replacement BCSO-LE (\$500,000)
- 120# Dryer-Adult Detention Center (ADC) (\$14,800)
- Washer and Dryer Set-Juvenile Detention (\$15,000)
- Livescan Unit-Juvenile Probation (\$60,000)
- Dodge Chargers-Constables (\$600,000)
- Bexar County Sheriff's Office (BCSO)-Investigator, Sergeant, Power Shift (\$272,856)
- Pre-Trial Services Project (\$48,000)
- ZAP Trucks and Storage Project (\$97,000)
- Adult Probation Technology Project (\$159,639)

## **Project Completions:**

- In Fund 310, one project was closed. The project closed was the Raymond Russell Park renovation Project (\$82,647). Unexpended funds in the amount of \$353 are proposed to be placed in contingencies.
- In Fund 207, the following projects were completed or closed out:
  - Completed Projects:
    - Computer Room Fire Suppression-Courthouse Annex (\$317,456)
    - Cadena Reeves Justice Center Roof Replacement (\$2,612,321)
    - Adult Detention Fire Alarm Panel (\$250,000)
    - Justice Center Fire Alarm Panel (\$152,733)
    - NEXTEL FCC Re-banding (\$150,000)
    - Lighting for Sanchez-Spencer Field (\$249,168)
  - Closed Out Projects-Unexpended Project funds to be placed in contingencies:
    - Computer Room Fire Suppression-Courthouse Annex (\$2,544)
    - Cadena Reeves Justice Center Roof Replacement (\$8,679)
    - Justice Center Fire Alarm Panel (\$57,267)
    - Lighting for Sanchez-Spencer Field (\$832).
- In Fund 208, the following projects were completed or closed out:
  - Completed Projects:
    - Replace Kitchen Ceiling and Plumbing at ADC (\$975,992)
    - Replace (2) Chillers at Krier Center (\$179,072)
    - Replace Water Heater Units at Krier (\$14,975)
    - Replace Air Handler at Juvenile Detention Center (\$79,817)
    - Central Magistration Build Out (\$70,833)
  - Closed Out Projects-Unexpended funds to be placed in contingencies:
    - Replace Kitchen Ceiling and Plumbing at ADC (\$175,205)
    - Replace (2) Chillers at Krier Center (\$928)
    - Replace Water Heater Units at Krier (\$2,425).
  - Closed Out Projects due to transfers out to fund other projects within the fund:

- Repair Shower Stalls at ADC (Inmate Area)
  - Replace Computer Room Air Conditioning Units (4) at Courthouse Annex Facility
  - Gondek Refurbish
  - Elections Warehouse.
- Additionally, in Fund 208, funds for the Justice Center Expansion Project are encumbered (\$52,584,324) but will be an on-going project during FY 2008-09. Additional funding (\$225,000) for the Justice Center Expansion includes Phase I of the Pedestrian Tunnel at Garage (\$100,000) and Space Plans for the Justice Center Expansion (\$125,000).
  - In Fund 209, three projects that were completed or closed include:
    - Completed Projects:
      - HVAC Controls with Digital Throughout ADC (\$695,000)
      - Replace Computer Room Floor (\$39,500)
      - Upgrade of Mattresses at ADC (\$30,000).
    - Closed Out Projects - Unexpended funds to be placed in contingencies:
      - Replace Computer Room Floor (\$500).

## **On-Going Projects:**

- **Courthouse Restoration and Renovation:** The Bexar County Courthouse was constructed in 1896 and is listed in the National Register of Historic Places. In the FY 1997-98 Budget, \$350,000 was allocated to conduct a professional survey of the exterior of the over 100 year-old courthouse masonry, to identify problems and to recommend possible corrective action or repairs. This survey was the first step in identifying the extent of the damage and deterioration of the exterior stone. After further review, the project scope was modified to include both the survey and the needed design and building improvements in one project. In FY 1999-00, Bexar County was awarded approximately \$2.8 million from the Texas Historic Commission to initiate the restoration of the Bexar County Courthouse. Authorized projects such as Courthouse Stabilization, a Fire Alarm System and the Neglect and Abuse Court Expansion project are all associated with Courthouse restoration. The Courthouse Fire Alarm Project was designed to increase the fire detection coverage to the 2<sup>nd</sup> through 5<sup>th</sup> floors of the Courthouse not currently covered with the existing fire alarm system. The Bexar County Courthouse has stood for 111 years and is in need of restoration, not only to preserve its significance as a major historical Texas landmark, but also to accommodate the safety and technology needs of a modern workforce. The total cost to restore and renovate the Courthouse is **\$10,347,692**.
- **Renovate Master Control Room at the Adult Detention Center:** An additional work station with control panel will be installed in the Master Control room of the ADC. This additional station will alleviate the burden of the three existing stations. The added station will speed up all functions for more efficient opening and closing of doors and answering emergency codes. It also creates a greater viewing area for security in all areas at the ADC. The total cost to renovate the Master Control Room is **\$68,511**.
- **Gondek Addition Resealing:** This project calls for the replacement of all exterior weatherproofing and elastomeric rubber sealant on the 1963 and 1972 Gondek additions to the Bexar County Courthouse. The existing sealants were installed in 1963 and 1972 respectively. The sealants are



now failing, allowing moisture to enter the wall system. Rust and deterioration of structural attachments is now possible. The estimated cost of this project is **\$100,000**. The full allocation is available to finish the project.

- **Northeast Service Center Expansion:** This project will provide funding for the expansion of the Northeast Service Center briefing and training room. The results of completion of this project are the ability to train, brief, and dispatch the 60 staff members assigned to the service center at the same time. The facility currently will accommodate approximately half the assigned staff. The cost of this project is approximately **\$249,154**.
- **Southeast Service Center Warehouse:** This project provides funding for the erection of a metal warehouse building at the Public Works Southeast Service Center. The result of completion of this project is the proper storage of flood control devices, emergency patch material, metal barricades and traffic control devices. Proper storage of these materials will be the savings realized through bulk purchase and sufficient material available to react to the fluctuating needs of the department. The cost of this project is approximately **\$225,000**.
- **Forensic Science Build-Out:** The Bexar County Forensic Science Center was designed initially for future expansion as the workload of the Medical Examiner (ME) and Criminal Investigation Laboratory (CIL) warranted. In 1998, 4,000 square feet of the Forensic Science Center reverted back to the County from the University of Texas Health Science Center. Approximately 35 percent of the space will be used for mechanical rooms, corridors and restrooms leaving approximately 2,600 square feet for expansion. The FY 2008-09 Adopted Budget includes a project budget to develop a Master Plan for a cost estimate for the design and construction for the build-out/expansion of the Bexar County Forensic Science Center. The cost of this project is approximately **\$100,000**.
- **Cashiering System:** In FY 1996-97, a technology Users Committee designated replacement of the County's cashiering systems as one of its top priorities. The Committee determined that development of a Countywide cashiering system would be easier to administer, support, audit, and control as a single cashiering system rather than four separate systems, and would give those County offices and departments which do not currently have access to an automated system a reliable cashiering system. Phase I, which was funded as part of the Year 2000 project, addressed cashiering system requirements in the Child Support Registry. Phases II and III of the cashiering project, expected to cost \$750,000, were designed to provide a new cashiering system for the District Clerk's Office, the County Clerk's Office, and Community Investments. The estimated cost for this project is **\$523,511**.
- **Courthouse Exterior:** This project is a continuation for the original project Courthouse Restoration and Renovation. The estimated additional fund for this project is **\$2,000,000**.
- **Audio/Visual Control Room and Equipment Upgrade:** The Audio/Visual Control room will be relocated to a larger area within Commissioner Court and the Equipment used to broadcast Commissioner's Court will be upgraded to provide a higher quality of broadcasting on the Intranet and Internet. In addition, the Executive Conference Room will have an Audio/Video projector system available to employees to use while meeting in the Conference Room. The cost of this project is approximately **\$180,000**.
- **Vista Verde Elevator Replacement:** This project is to replace two elevators at the Vista Verde Building which provide service to employees and the general Public to four floors. These are heavily used elevators. Additional funds in the amount of \$319,000 are funded in FY 2008-09 to complete this project. The estimated cost of this project is **\$553,000**.

- **Medical Examiner's Equipment:** Replacement of outdated analytical equipment for the Medical Examiner's Office includes two Gas Chromatograph/Mass Spectrometers (GC/MS) and one Liquid Chromatograph/Mass Spectrometer/Mass Spectrometer (LC/MS/MS). The GC/MS instruments will be used to analyze biological fluids and tissues for the presence of drugs or poisons. They will replace two old GC/MS units that are no longer serviced by the manufacturer due to unavailability of repair parts. The new instruments will also be capable of detecting smaller amounts of drug and allow detection of newer, more potent compounds. The LC/MS/MS instrument complements and expands the capabilities of the GC/MS instruments. The instrument allows detection of drugs that are very difficult or impossible to analyze with the GC/MS. The LC/MS/MS is even more sensitive than the GC/MS and will allow analysis of drug that are heat sensitive and break down when subjected to GC/MS (i.e., LSD, digoxin). This project was completed. The cost of the equipment was **\$371,844**.
- **Training Firing Range:** The design and construction of a multi-purpose, multi-yardage firing range is needed to support existing and future firearm training requirements as the Sheriff's Office does not have a dedicated firing range for its training requirement. The range will support County law enforcement requirements and can be used to support outside agencies. The firing range will be designed for both handgun and shotgun training by having a 50 yard, 20 position course and a 100 yard, five position course supporting rifles. The range will support both day and night shooting scenarios and be equipped with a roof to support operations in inclement weather. This is a closed project. The cost of this project was **\$85,000**.
- **Clothing Property Section Storage System at ADC:** The current operating condition can no longer accommodate the number of clothing/property bags necessary for the inmate population. This replacement will completely reconfigure the current system to a more efficient one. The cost of this project is approximately **\$700,000**.
- **Main Jail Laundry Boiler Room:** This project replaces three major components (the Water Heater, Heat Recovery System, and Hot Water Tank Insulator) that have been in service for 24 years. It has become uneconomical to continue to repair the units. This investment will reduce annual maintenance and operating costs. In addition, the FY 2008-09 Adopted Budget includes installation of two new hot water boilers, two new circulating water pumps, and electrical modifications, which is due to the addition of 400 square feet to current limited space. The cost of this project is approximately **\$53,144**.
- **Positron CAD project:** This project will increase the number of software licenses. These software enhancements will allow for workstations to be located at the Patrol substations, Central Magistration Facility, Adult Detention Center and several other County buildings to specifically support Field Reporting and Records Management. The cost of this project is approximately **\$100,000**.
- **Firing Range (build berms):** In conjunction with the current Firing Range Project within fund 207, this project would install berms/backstops on the firing range. The cost of this project is approximately **\$150,000**.
- **Audio/Visual Equipment Upgrades:** This project includes installation of a projector and pull down screens in the Commissioners Court Administrative Conference Room. The cost of this project is approximately **\$15,000**.
- **Courthouse Roof Repair:** This project will remove tile in all areas, and re-lay them after applying a new underlayment as well as replacement of selected metal flashings and repairs of lightning damage to the South East Tower. Additional funding in the amount of \$3,250,000 is funded in FY 2008-09 to

remove old tiles and install plywood sheets over existing concrete decking to secure new tiles and meet wind load requirements. The cost of this project is approximately **\$5,533,827**.

- **Repair/Replace Roofing Material at the Courthouse Annex:** This project will replace and resurface the roof of the Courthouse Annex Facility to mitigate water leaks experienced in the building. Additional funding in the amount of \$550,000 is funded in FY 2008-09 to remove the old roof system and replace with better insulation and to install one 4-ton cooling split system and one 30ton wall mounted ductless mini-split system to serve the computer room. The cost of this project is approximately **\$617,000**.
- **Repair/Replace Galvanized Roofing Material at the ADC Roof:** Several panels of the galvanized portion of the Adult Detention Center roof are missing or damaged. These portions require repair and replacement as well as the underlying support panels to maintain the integrity of the structure. The cost of this project is approximately **\$115,000**.
- **Park Improvements:** These park improvements include miscellaneous repairs to all civic centers, upgrades to sports fields, and the replacement of playground equipment throughout all the County Parks. The cost of this project is approximately **\$550,003**.
- **Replace Hot Water Units in Tower A of ADC:** These units are required to serve all floors in the A-tower, supplying hot water to over a thousand inmates. The units are over 20 years old and have out lived their service life expectancy. The cost of this project is approximately **\$300,000**.
- **Energy Projects (CIED In-Kind):** Bexar County has identified seven energy conservation projects for implementation within existing Bexar County facilities. These projects include Seal Building envelope at the Bexar County Courthouse, Additional Door Entry at South End of County Courthouse, Lighting Retrofit for County Courthouse, Energy Management System Upgrade at the County Courthouse, Energy Management System Upgrade at Vista Verde, Energy Management System Upgrade at the Adult Detention Center, and Energy Management System Upgrade at the Justice Center. The total cost of these projects is approximately \$1.6 million. City Public Service, through the Community Infrastructure and Economic Development (CIED) Fund Grant, will grant the County \$1 million for implementation of these projects. Funding in the amount of \$490,200 is allocated in FY 2008-09 to install a new vestibule at the south entrance of the County Courthouse. The **\$508,000** will be utilized to complete projects not funded through the grant.
- **Bexar County Integrated Justice System:** The new system will replace an outdated legacy system that has been in service for approximately 30 years. The system will update the connection and allow users to instantly update and exchange information. The new system will have the flexibility to adapt to the changing needs of the County. This project cost is approximately **\$18,000,000**.
- **Justice Center Expansion Project:** The Justice Center was completed in 1990. Since then the County has not added any additional judicial space. The demand for judicial space has forced the County to enter into lease space for critical support staff. The expansion will enable the county to reconsolidate its support staff, expand existing judicial space, and complete the restoration of the existing historical courthouse including the modification of the Gondek structure. This project is scheduled to begin in April 2008 with an estimated completion date of December 2009. Additional funding in the amount of \$225,000 is allocated for a Space Plan Study of the Justice Center and a feasibility study of the Justice Center Tunnel. The cost of this project is approximately **\$52,809,324**.
- **Fire Suppression:** This project will treat the sub flooring of the fifth and sixth floor of the courthouse lumber that requires fire suppression treatment to meet life safety and building codes.

Additional funding is allocated in the amount of \$350,000 in FY 2008-09 for this project to address pending areas of the Courthouse, which will concentrate on the fire sprinkler modifications. The cost of this project is approximately **\$1,601,469**.

- **227 Flores Parking Facilities:** This project would construct a 500-space parking garage. The first would be located on the property first considered for the Adult Probation facility. Located adjacent to the current Bexar County parking garage, this facility would complement the existing 666 space facility to meet the needs of the downtown area. This facility would meet the parking needs and would serve to alleviate an already congested parking situation. The cost of this project is approximately **\$5,477,843**.
- **Energy Upgrades to Bond Projects:** Several of the facility projects authorized in the 2003 Bond Referendum require upgrade to ensure that the operation is energy efficient. This includes full automation of temperature controllers, relays and programming for proper Heating Ventilation and Air Conditioning operation and energy management. These initiatives will lower energy consumption costs. Additional funding in the amount of \$3,000,000 is allocated in FY 2008-09 to retrofit existing inefficient lighting, plumbing, and heating and air conditioning control systems within select buildings. The additional funds will also replace the roof and upgrade solar hot water system at the ADC Annex (\$2,015,000). The cost of this project is approximately **\$7,862,217**.
- **Central Magistration Build Out Project:** With the anticipated assumption of the Central Magistration Facility by Bexar County, the site will require upgrades and renovations to accommodate the needs of the building. The cost of this project is approximately **\$70,833**.
- **Courthouse Restoration:** This project is a continuation of the Courthouse Restoration and Renovation Project. Additional funds in the amount of \$750,000 are allocated to fund the Pre-Design phase of the double-high courtroom in the Courthouse. The cost of this project is approximately **\$5,386,673**.
- **Juvenile Justice Academy:** Bexar County will contribute **\$1.5 million** to be used by the Juvenile Probation Department for infrastructure and equipment related to the Bexar County Juvenile Justice Academy.
- **Financial Management System:** Bexar County's current Financial System became operational July 1, 1996. A new system is needed to meet the County's growing needs specifically in the areas of financial accounting, purchasing and budgeting. It will enable County users to have access to better management information through reports and queries regarding requisitions, financial cost and accounting information, and the impact on annual budget appropriations. The cost of this project is approximately **\$6,300,000**.
- **Cashiering:** This project provides software upgrade and integration for the current cashiering system which will aid the auditor's office by providing more flexibility to analyze collections countywide in several departments. The cost of this project is approximately **\$1,000,000**.
- **CHRIS Hardware Upgrade:** **\$500,000** is budgeted for County Human Resources Information System (CHRIS) Hardware and Software Upgrade. The current hardware for this system was purchased in 2002, and needs to be replaced and upgraded. The current software version of the SAP software will no longer be supported as of July 2007, and must be upgraded to ensure the County can receive support from SAP in case of malfunction or emergency. These upgrades will ensure that the County's investment in the CHRIS system can be extended for another 4 to 5 year period.

- **CHRIS Timekeeping Software:** \$500,000 is budgeted for the acquisition, configuration, installation, and implementation of time collection software and hardware. The time collection system will allow County offices and departments to positively identify and track the “clock-in” and “clock-out” times of County employees, to ensure for better management of the County’s human capital.
- **County-wide Audio Visual Development:** This project includes consulting services in which the consultant will meet with various officials and staff, countywide, to identify needs in the area of video-conferencing and audio-visual evidence presentation. The consultant, with guidance from County staff will produce a written Program which identifies functions which need these types of equipment and systems, a written Needs Assessment, a Phased plan of implementation with estimates of probable costs by Phase, and a Design for Phase I. County functions associated with the criminal justice activities have also identified functions in which video conferencing would enhance their efficiency, provide for greater public safety by avoiding the transport and temporary housing of prisoners, and decrease the amount of time necessary for arraignments. Rapid video-arraignments could result in reduction of jail populations, therefore, saving jail operating costs. The cost of this project is approximately **\$975,000**.
- **Juvenile Justice Information System:** Bexar County Juvenile Probation (BJPC) in conjunction with BC Information Services created a Juvenile Justice Information Focus Group to assess the current JJIS. Based upon the findings of this group, BCJP desires to replace the current JJIS with a system that will be adaptable and responsive to the department’s changing internal and external environments; will provide automation support for areas not addressed by the current system; enhance the efficiency of front line staff; improve communication with external agencies; automate many manual procedures; and improve monitoring and assessment of agency activities. The current JJIS is a second generation mainframe-based application originally developed in the mid 1980’s, since then it has been extensively modified but is now nearing the end of its product life cycle. The current JJIS does not support BCJP in effective communication and coordination with other community agencies. The barrier to this communication leads to pertinent information known by one agency not easily being accessible to another. The desired software will enable a much better communication between BCJP and other agencies. Based on proposals from vendors and consultation with BCIS, the estimated cost is between \$2 million and \$6million over a two year period. This project is currently funded at **\$3,682,609**.
- **ADC Annex 1:64 Conversion:** This project provides funding for the conversion of the ADC Annex from a one staff to 48 inmate supervision ratio to one to 64. The result of the completion of this project is the reduction of the necessity of housing Bexar County inmates in other counties at an annual estimated cost of \$1,012,530. The project will provide beds and other amenities in pods in the Adult Detention Center Annex to increase the staff to inmate ratio from 1:48 to 1:64. The cost of this project is approximately **\$267,250**
- **Adult Probation Parking Garage:** This facility is envisioned to be constructed on the campus of the Adult Detention Center. This facility would meet the parking needs of visitors to the ADC and would serve to alleviate an already congested parking situation. This project was originally allocated in the Two 500-space Parking Garage Project. The cost of this project is approximately **\$11,000,000**.
- **HVAC Replacement Control Replacement:** This project will upgrade the current air conditioning and heating system from manual to digital control and will automatically follow temperature schedules, which will result in better energy efficiency. The estimated cost of this project will be **\$698,281**.

- **Land for Jail Campus:** This project provides funding for the acquisition of approximately five acres of property adjacent to the Comal Street Jail and Jail Annex, bound on the east by Comal St., on the west by San Marcos St., on the north by Travis St., and on the south by W. Commerce. The result of the completion of this project will provide property on which the new 100,000 square foot Adult Probation Facility and one 500 space parking garage to support the jail and probation campus. The cost of this project is approximately **\$9,200,000**.
- **Central Magistration Build Out Project:** With the anticipated assumption of the Central Magistration Facility by Bexar County, the site will require upgrades and renovations to accommodate the needs of the building. Additional funding in the amount of \$3,050,000 is funded in FY 2008-09 for the new Central Magistration Facility on Comal Street to include for the Pre-Design Phase (\$850,000) and Design Phase (\$2,200,000). The cost of this project is approximately **\$4,737,000**.
- **Adult Probation:** This project provides additional funding to construct the new Adult Probation Facility as approved in The 2003 Bexar County Bond Election, Proposition 1. The result of the completion of this project is a new 100,000 square foot facility to consolidate and centralize Adult Probation offices and operations, eliminating a cost of \$670,000 yearly for leased facilities. The cost of this project has expanded from the \$16,775,000 approved by the voters to \$19,173,131. The additional funding required for this project is **\$2,398,131**.

The Bexar County Detention Master Plan Update prepared by Carter Goble Associates during FY 2006-07 identified a need for facility upgrades to existing Adult Detention facilities as well as a need for expanded inmate capacity in the future. Based on recommendations from that study, Commissioners Court funded significant maintenance and up-grade projects for Adult Detention facilities in the FY 2007-08 Adopted Budget. The FY 2008-09 Adopted Budget appropriates additional funding for on-going projects and new projects.

- **Jail Maintenance Project – B and C Tower Cooling Tower:** This project provides funding for the replacement of fill material and the refurbishment of the basin and associated components of the Adult Detention Center B and C tower chilled water system cooling tower. The completion of this project will result in the cooling tower operating at full capacity while improving energy efficiency and reducing water and chemical waste. The cost of this project is approximately **\$84,100**.
- **Jail Maintenance Project-Replace Five Air Handler Units:** This project provides funding for the first phase of a program to replace all 74 air-handling units in the Adult Detention Center. The replacement of the first group of five will enhance climate control within the facility; improve living and working conditions, and lower energy consumption due to improved energy efficiency. Additional funding for 11 air handler units is funded in FY 2008-09 in the amount of \$2,500,000. The cost for this project is approximately **\$3,015,000**.
- **Jail Maintenance Project – Subbasement Drain Replacement:** This project provides funding for the replacement of all subbasement floor drains, sewer pipes, grease traps, and lint traps. The replacement of the piping and devices will prevent unsanitary conditions such as odors and insects; and it will reduce structural damage to the facility. The replacement will reduce maintenance and repair hours and lower water consumption caused by current leakage. The cost of this project is approximately **\$685,900**.
- **Jail Maintenance Project – A Tower Chilled and Condenser Pipe Replacement:** This project provides funding for the replacement of the Adult Detention Center A Tower chilled water system cooling tower and condenser return lines. The completion of this project will result in the cooling

tower operating at full capacity while improving energy efficiency and reducing water waste. The cost of this project is approximately **\$550,000**.

- **Jail Maintenance Project – Annex Roof Replacement:** This project provides funding for the replacement of the original jail annex roof. The completion of this project will result in the replacement of a 20 year old roof and provision of protection to County assets, improved energy efficiency and the reduction of energy consumption. Additional funds in the amount of \$2,015,000 are funded in FY 2008-09 to replace tope coat, underlayment, valleys, gutters, eves, flashing, and install air conditioning roof top units. The cost of this project is approximately **\$2,590,000**.
- **Jail Maintenance Project – Laundry Heat Recovery System:** This project provides funding for the replacement of the main jail laundry heat recovery and lint trap system. The completion of this project will result in the heat recovery and lint trap recovery at full capacity while improving energy efficiency and reducing energy consumption. The cost of this project is approximately **\$375,000**.
- **Jail Maintenance Project – Annex Solar Hot Water Heater:** This project provides funding for the repair of the Adult Detention Center Annex solar hot water heating system. The completion of this project will result in the removal, repair and reinstallation of existing solar panels, repair and patching of pipe insulation, repair of the 20,000 water tank, and the addition of updated controls, bypass valves and cross connection piping. It is estimated that energy savings of up to \$50,000 per year in utilities will be realized. The cost of this project is approximately **\$250,000**.
- **Fire Alarm Panel at Mission Road Old Section:** This project provides funding for the replacement of the last obsolete fire alarm and control panel in Bexar County facilities. This project will replace a 22 year old fire alarm system with a modern version with a service life expectancy of 15 years. Funding has been encumbered for this project but will continue into FY 2008-09. The cost of this project is approximately **\$110,000**.
- **Vista Verde Water Proofing and Concrete Repair:** This project provides funding for the water proofing of the Vista Verde Building envelope. This project will remove and replace water proofing materials around expansion joints, windows, roof flashing, exhaust pipes, vents and other areas where water can infiltrate and cause damage. Funding in the amount of \$300,000 is funded in FY 2008-09 to fix a safety hazard due to the uneven concrete walkways around the entire building. The project cost is approximately **\$532,000**.
- **Courthouse Communications Closets:** This project provides funds for the up-grade of the climate control system for the audio visual room of the Children’s Court. The completion of this project will result in increased reliability of the existing audio-visual equipment and allow for future expansion into other courts. The cost of this project is approximately **\$85,000**.
- **Krier Climate Control System:** This project provided funding for the replacement of the electronic heating ventilation and air conditioning control system with a modern digital system. This project will replace the control system and controlled devices, such as damper operators, valves and transducers. The system controls the smoke evacuation system and climate system for the Krier Facility. The replacement will enhance climate control; ensure reliability of the smoke evacuation and lower energy consumption due to improved energy efficiency. The cost of this project is approximately **\$98,000**.
- **Park Improvement Project – Raymond Russell:** This project provides funding for the acquisition of 1.5 acres of property adjacent to Raymond Russell Park, the capping of a well and required demolition and environmental remediation. This project will expand County parkland and provide

access to 3.5 acres of noncontiguous parkland. Funding in the amount of \$225,000 is funded FY 2008-09 for the development of the acquired land designed by UTSA students. The cost of this project is approximately **\$375,000**.

- **Park Improvement Project – Pletz:** This project provides funding for the provision of playground equipment and park road overlay. This project will replace outdated playground equipment with equipment that meets ADA, Federal, and local guidelines for safety and security. The overlay of the park roads will ensure safe access to all park amenities. The cost of this project is approximately **\$225,650**.
- **Park Improvement Project – Mission:** This project provides funding for the provision of a new rotunda pavilion at park #1 and perimeter fencing. This project will replace the outdated rotunda pavilion with one that meets ADA accessibility standards. The replacement of the perimeter fence is to ensure security of the park after hours. The total cost of this project is approximately \$235,000, using Community Development Block Grant funds of \$100,000 and capital project funds of approximately **\$135,000**.
- **Park Improvement Project – Rodriguez:** This project provides funding for the provision of playground equipment and perimeter fencing. This project will replace outdated playground equipment with equipment that meets ADA, Federal, and local guide lines for safety and security. The replacement of the perimeter fence is to ensure security of the park after hours. The total cost of this project is approximately \$127,000, using Community Development Block Grant funds of \$100,000 and capital project funds of **\$77,000**. Additional funding in the amount of \$50,000 is funded in FY 2008-09 for the renovation of set restrooms.
- **Park Improvement Project – MacArthur:** This project provides funding for the provision of playground equipment, a new pavilion and kitchen at park #2, and park road overlay. This project will replace the outdated playground equipment with equipment that meets ADA, Federal, and local guide lines for safety and security. The new pavilion and kitchen at park #2 is needed to meet ADA accessibility standards. The overlay of the park roads will ensure safe access to all park amenities. The total cost of this project is approximately \$250,000, using Community Development Block Grant funds of \$100,000 and capital project funds of **\$150,000**.
- **Vista Verde Security Cameras and Recorders:** This project provides funds for the installation of security cameras and digital video recording systems to monitor the parking lot under IH-35, located across from Vista Verde on N. Pecos la Trinidad. This project will install night vision cameras that can be monitored and recorded from the Vista Verde security office. The monitoring system will improve the safety of the public and county staff and may provide evidence to prosecute vandals. The cost of this project is approximately **\$74,000**.
- **Haven for Hope Homeless Campus:** This project provides funding to support the construction and establishment of the Haven for Hope homeless campus. This project will contribute to the creation, by the City of San Antonio, of a 22 acre campus on the western edge of downtown to address the issues of the homeless including the creation countywide public safety triage and detoxification units. The County's contribution to this project is **\$10,000,000**. \$5,000,000 has been provided in FY 2007-08 and Bexar County will fund an additional \$5,000,000 in FY 2008-09.
- **Energy Conservation Equipment:** This project provides funding for equipment associated with energy conservation initiatives that are to be further defined by Bexar County. Initiatives that move the County towards carbon neutrality, such as substituting travel with video conferencing or the purchase and installation of devices and equipment that reduces Bexar County's greenhouse gas



emissions. Another possible use of the project fund is to build a closed-loop system utilizing solar panels to power an electrolyzer which makes hydrogen that is stored in a pressurized tank that powers a fuel cell to provide clean electrical power. The heat generated during the fuel cell process may also be used for heating. This project is funded at **\$500,000**.

- **Road and Bridge Project:** This project provides funds for costs associated with unanticipated road and bridge construction escalation costs, to include increases in labor, supplies and materials as they pertain to on-going road projects. Additional funding in the amount of \$3,000,000 is provided in FY 2008-09. This project is funded at **\$8,500,000**.
- **Juvenile Facilities Project:** This project provides funds for anticipated costs to include escalation costs for labor, supplies and materials associated with the on-going Juvenile Facilities Project located on E Mitchell and the Juvenile Placement Facility. Funding in the amount of \$2.1M is provided for construction, contingencies, FF&E, moving expenses and information technology needs identified by the Infrastructure Services Department. An additional \$900,000 is provided for unforeseen cost escalations primarily for information technology and appropriate Juvenile Probation Department start-up costs. The FY 2008-09 Adopted Budget appropriates an additional \$3,000,000 for unanticipated costs in order to complete this project. The estimated cost of this project is **\$6,400,000**.
- **Constables/Justice of the Peace Facility Project:** This project provides funds for the construction and establishment of a new facility for Constables/Justice of the Peace and/or other county offices on the Southside of Bexar County. The County's contribution to this project is **\$5,000,000**.
- **CommuniCare Facility Renovation Project:** This project provides funds for the County to enter into a joint-ownership agreement with the City of San Antonio to construct a new facility and/or fund improvements to Barrio Family Health Center which is part of the CommuniCare Health Center. This project will provide health services to the residents of Bexar County and the City of San Antonio. This project is funded at **\$100,000**.
- **CentroMed:** This project will purchase medical, dental, lab, and fitness equipment that the County will maintain possession of and in consideration, CentroMed will provide wellness services for the under insured residents of Bexar County. The estimated cost for this project is **\$1,000,000**.

## **New Projects:**

### **Long-Term Debt**

- **Water Service – Bullis:** The park provides water via a well system. This project will resolve numerous problems associated with water purity, which will avoid further violations with the governing body TBRC. The cost of this project is **\$82,000**.
- **Replace Barbed Wire-Bullis:** The existing fence is beyond economical repair and requires replacement to maintain current park boundaries. With the installation of the dome posts, the park will be secured and aesthetically pleasing. The estimated cost for this project is **\$130,000**.
- **Renovate MHU:** The Mental Health Unit (MHU) will be vacated by the Adult Probation department in FY 2008-09. Infrastructure Services will be conducting a feasibility study to determine appropriate utilization for the vacated office space. The total cost of this project is **\$50,000**.
- **Radio System Antenna Enhancement at Justice Center, Courthouse, and AT&T Center:** Distributed Antenna Systems (DAS) or Bi-Directional Amplifier (BDA) systems will allow radio

signals to penetrate large and heavy buildings that would otherwise limit the signal. This project costs is an estimated **\$500,000**.

- **Replace Generator and Add Emergency Electrical Circuits-Courthouse:** This project will replace the Diesel Powered Electric Generator at the Courthouse and increase Emergency Electrical Circuits to support critical operations and safety criteria during power outages. This project cost is approximately **\$420,000**.
- **Replace Damaged Corridor Panels-Justice Center:** This project will consist of laminated the wall panels of the basement through the fifth floor of the Justice Center. The current walls are in poor condition. Sections have been severely damaged and are incapable of repair. The estimated cost of this project is **\$185,000**.
- **Replace Generators and Add Emergency Electrical Circuits-Courthouse:** This project will provide emergency electrical generation capabilities at the Courthouse and will add emergency electrical outlets. The Courthouse has a current severely undersized generator. This generator is necessary upon a commercial power outage. The approximate cost for this project is **\$420,000**.
- **Replace/Renovate/Stripe Parking Lots-Vista Verde, TASC Building, Juvenile Detention, and Krier:** This project is to renovate and re-stripe the asphalt parking at Vista Verde, TASC Building, Juvenile Detention, and Krier. This project will remove existing asphalt and replace with a new base, asphalt, and stripe the parking lots at Vista Verde. For the other areas, the project will repair, seal, and re-stripe parking lots. The estimated cost for this project is **\$300,000**.
- **ADC Roof Replacement, Waterproofing of Masonry Envelope, and Exterior Cleaning:** This project will replace the roof to include a top coat, underlayment, valleys, gutters, eaves, flashing. This project will also waterproof and caulk the entire system. The project costs will be **\$1,300,000**.
- **Jail Maintenance Project- Replace Kitchen Floor:** This project will renovate the entire kitchen floor supporting inmate food services operations. This will involve the removal of the existing flooring top-cap and all supporting base material terminating at the concrete slab structure. The project will install new flooring material appropriate for high moisture exposure and heaving traffic durability. The estimated cost for this project is **\$550,000**.
- **Modifications/Upgrade to Electrical Power Supply-ADC Admin:** This project includes an evaluation of the availability of electrical supply capacity serving the first floor of the Adult Detention Center, Administration and Office area. The project costs will be **\$290,000**.
- **Firing Range:** Multi-purpose, multi-yardage firing range designed to support existing and future firearm (handgun and shotgun) training requirements day or night scenarios. The facility will be equipped with a roof to support training during inclement weather. This multi-purpose facility can be used by County or outside agencies. The estimated cost for this project is **\$2,500,000**.
- **Camp Bullis Easement:** The purpose of this project is to study the easements of Camp Bullis for the Habitat Conservation Plan. Habitat Conservation Plans (HCPs), also known as Regional Habitat Conservation Plans (RHCPs), can be designed to cover one or more endangered species for portions of the county, entire counties, or multiple counties. The estimated cost for this project is **\$1,000,000**.
- **CHRIS Project:** This project is for the purchase of e-Recruitment software, and consulting services associated with the project upgrade. The estimated cost for this project is **\$250,000**.

- **Computer Aided Dispatch-BCSO:** This is joint project with the City of San Antonio, the Bexar County Sheriff's Office, Bexar County Fire Marshall, Metro 9-1-1, and City of Schertz to develop a regional dispatch and law enforcement system to better serve the citizens of the Metro 9-1-1 area. This funding represents the Sheriff's Office share of the initial capital costs of their share of the system. The estimated cost of this project is **\$46,000**.
- **Automated Fingerprint Identification System (AFIS):** This project enhances and speeds up the identification of individuals processed and placed in custody through the Adult Detention Center, Central Magistration and Courthouse Booking Station. This project provides the capability to aid in the identification of offenders from crime scenes. This project will cost **\$400,000**.
- **Capital Lease Buyout Project:** The FY 2008-09 Adopted Budget funds equipment formerly provided through the Capital Lease Program Fund (250) to short-term Certificates of Obligation. This change will continue to ensure the County's flexibility in using different sources of debt instruments by taking advantage of current interest rates based on the County's upgraded bond ratings. The cost of this project is **\$8,450,000**.

#### **Short-Term Capital**

- **Imaging-District Clerk:** The Bexar County District Clerk's Office has developed a Ten Year Document Conversion Project that will result in the District Clerk's Office being completely paperless no later than the end of FY 2015-16. The project is funded from Capital, the General Fund, the County-wide Record Management Fund, and the District Clerk Records Management Fund. This fiscal year, documents from 1998 stored at the Records Management Center will be converted, funded by \$200,000 and budgeted in the District Clerk Records Management Fund (\$105,000) and Countywide Records Management Fund (\$95,000). Additional scanners, software, and supporting hardware and placed at additional points of customer service in various divisions. A savings will be realized in the General Fund because additional files and boxes will not be required. The cost of this project is funded in Short-Term Capital in the amount of **\$130,000**.
- **Reconciling Software for District Clerk, County Clerk, and PRM:** The purpose of this software system is to reconcile the book balance for the Trust Accounts to the bank balance. This system will enable the County Clerk and the Auditor to account for all transactions related to the Trust Accounts. This system may be integrated within the new financial system in the future. The estimated cost of this project is **\$60,000**.
- **UPS Backup System for Forensic Science Center:** The replacement of a 20 year old Uninterrupted Power System for the Forensic Science Center that houses the Bexar County Criminal Laboratory and Medical Examiner's office. This new power system will provide the Forensic Science Center with reliable energy backup and overall reduce maintenance costs of repairs for the presently outdated system. Additionally the new power system will provide adequate energy backup for any future expansion of the Forensic Science Center. The project cost is approximately **\$79,500**.
- **Breath Test Support Program:** The current contract obligates Bexar County to maintain all equipment for these services. As a result of a recent mandate requiring all equipment to be a particular grade/model or newer, the vendor must purchase replacement equipment during the FY 2008-09 fiscal year in order to have all upgrades completed by the required Jan. 2010 deadline. The estimated cost for this project is **\$92,642**.
- **Video Teleconferencing (3 floors) for Criminal District Courts:** The Criminal District Courts have requested three video teleconferencing systems. These systems will be portable units located on each of the three Justice Center floors where Criminal District Courts preside. This equipment is being

purchased as a pilot program to determine the level of need that the Criminal District Courts have for these systems. The estimated cost for this project is **\$187,491**.

- **Lakewood Acres Park Vehicles (5):** This project will provide vehicle for Lakewood Acres Park, which will include 15-foot Batwing Finish Mower with Tractor (\$50,000), 15-foot batwing Mower with Tractor (\$60,000), 72-inch Riding Finish Mover (2) Units (\$30,000), and a half-ton Crew Cab (\$23,866). This total amount for this project is **\$163,866**.
- **SAN Upgrade for Technical Support:** A Storage Area Network (SAN) is used to attach all servers that the employees of Bexar County access. This device acts as the focal point for all server functions and server applications functions. In July of 2007, BCIS engaged a consultant to perform a complete network assessment of the Bexar County network. A recommendation was made during a 2007 Network Assessment and a recommendation was made to replace this equipment because these devices have reached the end of their life. Total cost is approximately **\$302,577**.
- **Ethernet Migration-Vista Verde:** This project is to migrate the Vista Verde building from their current Token Ring infrastructure to meet projected bandwidth requirements. Bexar County must become more efficient in providing reliable, stable, and faster technology to all departments. The need to upgrade not only alleviates the down time incurred by old technology but allows the County to seek better applications to provide better service to the community. Total cost is approximately **\$143,134**.
- **Server Purchase for Technical Support:** There are four servers and two server components that are approaching their end-of-life cycle with Dell warranty and maintenance support. The maintenance support for these servers and server components will no longer be extended by Dell; therefore, we will not have physical resources to recover from a server failure if a failure occurs. This project will enable Information Services to replace these servers with new servers and replace all the data. Total cost is approximately **\$41,382**.
- **Billing System Software:** BCIS is requesting a new billing system. The new Cashiering System and Financial System did not include the Legacy Billing System that is used by BCIS for Public Information Network, Direct Connect and Justice of the Peace reports. The estimated cost of this project is **\$26,881**.
- **T-1 Router (Fully Populated):** Bexar County is in the process of moving away from Mainframe applications and toward web-based applications. This trend will cause an increase in bandwidth utilization for many County departments/offices. Many remote offices are seeing the effect of slow bandwidth and are proactively requesting upgrades to their circuits. The circuit of choice for remote sites is a T-1 data circuit, which is twice the speed of the conventional DSL circuit. The T-1 circuit requires a router at the BCIS annex in order to handle the distribution of traffic through the County. The T-1 Router is capable of handling eight locations simultaneously and can be used for remote locations. The total cost is approximately **\$15,274**.
- **Justice Center Wireless Project:** Bexar County receives numerous requests for wireless access to the Justice Center Jury Room and Cafeteria areas. These requests are asked for by the various jurors and attorney's that frequent these areas. This project will provide free Internet Services for these areas. The Internet access provided will be a separate connection from the Bexar County network. The estimated cost for this project is **\$24,903**.
- **Virtual Server (R900):** This project will enable BCIS to migrate servers that are reaching their end-of-life cycle for warranty and maintenance support. The data will also be migrated to a robust virtual

infrastructure environment that will provide a redundancy and recoverability for these servers. The project cost is approximately **\$41,559**.

- **Ruggedized Notebook Replacement Countywide '09:** Implemented in FY 2006-07 the Ruggedized Notebook replacement program represents full utilization of countywide computer replacement program. A Ruggedized Notebook is usually utilized in portable situations where a sturdier piece of equipment is necessary. In FY 2008-09 approximately 101 Ruggedized Notebooks will be replaced at a cost of approximately **\$223,715**.
- **PC Replacement Project Countywide '09:** Implemented in FY 2005-06, the Notebook replacement program was implemented as a companion to the PC replacement program. In FY 2008-09 approximately 462 Notebooks will be replaced at a cost of approximately **\$1,968,581**.
- **Notebook Replacements Countywide '09:** The PC Replacement Plan is approved annually through the budget process. In FY 2008-09 approximately 1862 Desktop Computers will be replaced at a cost of approximately **\$869,022**.
- **KOVIS:** Criminal District Courts (\$37,348), Civil District Courts (\$24,370), Juvenile Courts (\$20,015), and the District Attorney's Office (\$17,233) have requested funding for licenses to be used in accessing KOVIS. This system is the paperless system established by the County Clerk's office by which files are being electronically scanned for records purposes as opposed to keeping hard files. Access to this system will allow all of the above listed departments to view files electronically. The total cost for this project is **\$99,165**.
- **Vehicle Replacement (2009)** Bexar County continues the utilization of funding strategies implemented in FY 2004-05, all vehicles scheduled for replacement FY 2008-09 will be purchased in Short-Term Capital. The FY 2008-09 Adopted Budget appropriates funding for 90 vehicles. Total cost is approximately **\$1,718,546**.
- **Radio Replacement BCSO-Law Enforcement:** This is the first year for the systematic replacement of the Sheriff's Office public safety radios. The radios have a useful life of approximately seven years, therefore systematic replacement is required to maintain communications. The estimated cost for this project is **\$500,000**.
- **Jail Maintenance Project-120# Dryer for ADC:** This item provides funding to replace units that are beyond economical repair at the Adult Detention Center. This estimated cost for this project is **\$14,800**.
- **Washer and Dryer Set for Juvenile Detention:** This item provides funding to replace units that are beyond economical repair at the Juvenile Detention Center. The estimated cost for this project is **\$15,000**.
- **Livescan Unit for Juvenile Probation:** This item provides funding to replace a unit that is beyond economical repair at the Juvenile Probation Intake Section. The estimated cost for this project is **\$60,000**.
- **20 Police Package Vehicles-Constables:** The purchase of County vehicles to replace automobile allowances for Deputy Constables was approved as part of the 2006-07 Justices Of The Peace and Constable Performance Review. This is the second year of the three year transition to a fleet system will be completed in FY 2009-10. The FY2008-09 purchase includes the purchase of approximately 20 vehicles (\$30,000 each) at an anticipated cost of **\$600,000**.

- **BCSO-Investigator, Sergeant, Power Shift:** This project will support costs associated with the addition of one Investigator, one Sergeant, and four officer Power Shifts, to include a PC, portable radio, cell phone, landline phone, a vehicle, ruggedized laptop for a vehicle, radar, digital video, laptop air card, portable radio, mobile radio, vehicle charger, and a vehicle. The total amount for this project is **\$272,856**.
- **Pre-trial Services Project:** This project will appropriate funding in the amount of \$28,000 to purchase video teleconferencing to allow employees currently housed at the Adult Detention facility to relocate with the other Pretrial Bond officers at the Central Magistration Facility. This project also appropriates \$20,000 to fund an intake station at the Central Magistration Facility to provide better efficiency and security when employees interview defendants. The total cost of this project is **\$48,000**.
- **ZAP Trucks and Storage Project:** This project will provide funding for the purchase of four new solar powered electric trucks will provide energy efficient equipment for the parks section to provide services that are environmentally friendly. The Storage Sheds will be placed in one park in each precinct. The Zap Trucks will be stored in each assigned Storage Shed but can be utilized for parks within each precinct. This project will allow the parks section to continue to maintain park acreage and provide a safe recreational environment for park users. This will coincide with the Bexar County Energy Policy. The storage sheds will be placed in the same parks to provide the ability to secure utility vehicles and other valuable equipment as a means to prevent theft and vandalism. The cost of this project is **\$97,000**.
- **Adult Probation Technology Project:** This project will provide funding to purchase general technology support to include personal computers, notebooks, printers, a projector, computer software, telephones and an upgraded backup system. This equipment will allow the Adult Probation Department to maintain records electronically. The cost of this project is **\$159,639**.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Construction Manager	0	1	1
Document Control Technician	0	1	1
Parks Manager	0	1	1
<b><i>Total – County Buildings Capital Improvement Fund</i></b>	<b>0</b>	<b>3</b>	<b>3</b>

# NOVEMBER 2003

## BOND REFERENDUM FUND

FUND: 203

**Program Description:** Your Voice, Your Future, Building Together. That was the theme of Bexar County's 2003 Strategic Planning Initiative. In order to gain public input on the Strategic Planning Effort, Bexar County Commissioners held several public meetings in each of their precincts to get direct feedback from the citizens they serve. As a result of this community input and the Strategic Planning process, Bexar County developed a bond package to address many of the needs and concerns raised by the citizens at those meetings. The bond referendum was placed on the November 2003 ballot and was approved by a majority of those voting in that election.

The 2003 Bexar County Bond Election consisted of four separate propositions: Proposition 1 (Juvenile Probation, Adult Probation and Jail Improvements); Proposition 2 (Road and Bridge Improvements); Proposition 3 (Parks and Recreation Improvements); and Proposition 4 (Emergency Operations Center and Senior Citizens Facilities Improvements). The projects total \$99.2 million. A commitment was made that the County's ad valorem tax rate would not increase to pay for the bonds associated with these projects. In order to guarantee the County's commitment to not raise taxes to pay for these projects, total funds are budgeted; however, the sale of bonds has been phased in over this period.

Bexar County has partnered with the City of San Antonio on several of the bond projects to bring Bexar County's one million plus residents more City-County collaboration and more streamlined delivery of services. These projects include: an Emergency Operations Center, a Senior Citizens Multi-purpose Facility in the Medical Center area and a Historic Museum.

**Appropriations:** The appropriations for the November 2003 Bond Referendum Fund are listed following the Program Justification and Analysis section for this fund. The costs represented in the descriptions illustrate the total costs of the projects. Bexar County will issue bonds only for the amounts needed annually.

### **Program Justification and Analysis:**

#### **PROPOSITION 1**

##### **Juvenile Probation, Adult Probation and County Jail Improvements**

Funding in the amount of \$47,111,899 has been allocated for Proposition 1, including \$16,775,000 for an Adult Probation Facility, \$1,151,154 for a Sheriff's Automated Fingerprint System, \$27,286,242 for (5) Juvenile Probation improvements, \$1,249,503 for completion of an upgrade to the Jail Electronic Lock System, and \$650,000 for Public Safety Radio System Enhancement. This proposition consists of a total of 9 projects.

- **Adult Probation Facility**

Bexar County will construct a new 100,000 square foot facility to consolidate and centralize Adult Probation offices and operations, eliminating a cost of \$670,000 yearly for leased facilities. \$16,775,000 (Anticipated completion March 2009)

- **Automated Fingerprint Identification System**

This project enhances and speeds up the identification of individuals processed and placed in custody through the Adult Detention Center, Central Magistration and Courthouse Booking

Station. This project provides the capability to aid in the identification of offenders from crime scenes. \$1,151,154 (Completed)

- **Jail Locks, Phase III**

This project completes the modernization and upgrade of the outdated electronic jail lock system at the Adult Detention Facility. This completes the initial investment of approximately \$8,800,000 for Phases I and II. \$1,249,503 (Completed)

- **Juvenile Detention Center Facility Improvements**

This project involves the expansion of the existing detention center by adding 72 beds, room for future expansion and a gymnasium. It allows for needed roof repairs, an additional medical area, surveillance cameras, fire alarms and improved communication systems. \$3,325,715 (Anticipated completion July 2009)

- **Juvenile Placement Facility 1**

This project includes construction of a residential facility for juveniles removed from their home. Local educational and treatment programs that include the juvenile's family improve the prospect of successful reintegration into community. \$2,163,211 (Anticipated completion October 2008)

- **Juvenile Probation Center**

This includes the replacement of the dilapidated juvenile probation center structure which has substandard accommodations for probation officers and clients. The existing facility will be demolished to make way for the Detention Center expansion. \$21,535,349 (Anticipated completion October 2008)

- **Krier Juvenile Correctional Treatment Center**

The secure juvenile correctional treatment facility requires numerous site and facility renovations, including installation of surveillance cameras, covering over walkways and blacktop, and gymnasium improvements to meet University Interscholastic League (UIL) standards. \$254,344 (Anticipated completion August 2008)

- **Public Safety Radio System Enhancement**

This project enhances the Bexar County Sheriff's Office communication capability by providing additional radios for law enforcement personnel. This effort leverages Bexar County's \$7.4 million investment in the City-County \$43 million joint radio system. This project was budgeted for \$650,000 but was completed for \$649,571. (Completed)

- **Site Development - Juvenile Facilities (Demolition & Parking)**

This project provides for site development adjacent to the Juvenile facilities located on E. Mitchell to include demolition of the facility at 233 E. Mitchell, the facility temporarily occupied by Elections and the vacant Rice facility structure. It also provides for the construction of 550 surface parking spaces which will serve the Juvenile facilities. \$7,623 (Anticipated completion July 2009)

- **Tejeda Juvenile Courts Building & Juvenile Justice Academy**

The Tejeda Juvenile Courts was removed from the 2003 Bond Referendum fund and placed in FEMP fund for more appropriate funding. The Juvenile Justice Academy is being funded in the County Building Improvement Fund in the amount of \$1.5 million.



## **PROPOSITION 2**

### **Road and Bridge Improvements**

Funding in the amount of \$40,581,000 has been allocated for Proposition 2 which provides for the reconstruction of roads in areas of high growth to support existing and proposed schools, improve driving conditions and safety, as well as support economic development for Bexar County by leveraging funds through partnerships. This proposition consists of a total of 12 projects.

- **Borgfeld Rd., Phase I (Hwy 281 to Timberline)**  
This project will improve the driving conditions on Borgfeld Rd. by reconstructing the roadway to provide two lanes, with a center turn lane and necessary drainage. This effort is coupled with Bexar County's earlier investment of \$600,000 as leverage towards an estimated \$18.0 million in improvements to the intersection of Borgfeld Rd. and Hwy 281. (Precinct 3) \$3,211,621 (Anticipated completion December 2009)
- **Braun Rd. (Loop 1604 to FM 1560)**  
This project will widen Braun Rd. from Loop 1604 to the bridge at Helotes Creek to two lanes with a center turn lane. The area from the bridge at Helotes Creek to FM 1560 will be widened to four lanes and include necessary drainage. (Precinct 2) \$5,851,441 (Anticipated completion September 2008)
- **Bulverde Rd. (Smithson Valley to Hwy 281)**  
Bulverde Road will be reconstructed to provide for four traffic lanes with a continuous turn lane and improve major drainage conditions on the roadway. (Precinct 3) \$2,630,000 (Anticipated completion December 2008)
- **Foster Rd., Phase I (IH10 to Binz-Engleman)**  
This project improves this section of Foster Rd. by reconstructing a four-lane divided roadway with curbs, sidewalks and necessary drainage. This project provides needed improvements in an area which will see the construction of two new schools by Judson Independent School District in the future. (Precinct 4) \$4,997,198 (Anticipated completion September 2008)
- **Kriewald Rd. (Hwy 90 at the east end of Kriewald to 300 feet west of Pue Rd.)**  
This project provides for construction of a two lane road with curbs, sidewalks and necessary drainage. The project will include installation of traffic signal at Pue Rd. This improvement will benefit the surrounding developing neighborhoods and Kriewald Rd. Elementary School located in the Southwest Independent School District. (Precinct 1) \$4,930,910 (Anticipated completion December 2008)
- **Lakeview Dr. (Woodlake Parkway to Foster Rd.)**  
This project improves this section of Lakeview Dr. by providing for the reconstruction of a two-lane road with curbs, sidewalks and necessary drainage. (Precinct 4) \$1,182,176 (Completed)
- **Pue Rd. (Kriewald Rd. to Sunset Place)**  
This project will provide for a two-lane road with a center turn lane, along with curbs, sidewalks, and necessary drainage. This improvement will benefit the surrounding developing neighborhoods and Kriewald Rd. Elementary School located in the Southwest Independent School District. (Precinct 1) \$3,700,000 (Anticipated completion December 2008)

- **Shaenfield Rd. (Loop 1604 to FM 1560)**  
This is a reconstruction project to provide for a four-lane divided roadway to include curbs, sidewalks and necessary drainage in an area of high neighborhood development and where the North Side Independent School District currently has a new school under construction. (Precinct 2) \$3,668,559 (Anticipated completion December 2008)
- **Smith Rd. (Hwy 16 to 7,745 feet west of Hwy 16)**  
This project provides for construction of a two-lane road with a continuous turning lane with necessary drainage. This project provides for improved access to Veterans Elementary School located in the Somerset Independent School District. (Precinct 1) This project was budgeted for \$2,984,436 but was completed for \$2,984,436. (Completed)
- **South Applewhite Development Project**  
This project will leverage an estimated \$3.0 million in improvements to Applewhite Rd. south of Loop 1604 as part of infrastructure improvements for future economic development. (Precinct 1) \$32,640 (Under design)
- **Wiseman Rd. Extension**  
This project will allow for future extension of Wiseman Rd. from Loop 1604 to Talley Rd. which will provide relief and an alternate roadway to FM 471 in proximity to Taft High School located in the North Side Independent School District. The project will provide leverage for a \$7.4 million project to provide for a four-lane divided extension. (Precinct 1) \$632,640 (Completed)
- **Woodlake Parkway (Binz-Engleman to FM78)**  
This project will provide for construction of a four-lane roadway to also include bike paths, curbs, sidewalks and necessary drainage. (Precinct 4) \$6,759,379 (Anticipated completion December 2008)

### **PROPOSITION 3**

#### **Parks and Recreation Improvements**

Funding in the amount \$6,958,747 has been allocated for Proposition 3 which provides for the purchase, acquisition, construction and equipping of parks and recreation improvements and venues in Bexar County. The proposition also includes cultural and educational facilities. Seven of the 13 projects will leverage \$4,775,000 towards earlier investments or public partnerships including parks, a historic center, recreational facilities and community centers. This proposition consists of a total of 14 projects.

- **Bullis Park**  
This project developed outdoor recreation facilities. (Precinct 3) This project was budgeted at \$125,000 but completed for \$124,746. (Completed)
- **Comanche Park Improvements**  
This project rehabilitated outdoor park and recreation facilities. (Precinct 4) This project was budgeted at \$200,000 but completed for \$199,615 (Completed)
- **Copper Ridge Sports Park**  
This represents Bexar County's share towards the development 36.91 acres of land into a sports park, with the operations and maintenance to be assumed by other entities. (Precinct 1) \$2,000,000 (There is no estimated start or completion date for this project)
- **Historic Center**  
This is Bexar County's contribution, in partnership with the City of San Antonio, toward the conversion of the Hertzberg Museum into a City/County History Center. The City is contributing \$250,000. (Precinct 4) This project was completed for \$250,000. (Completed)

- **Lakewood Acres**  
This project develops outdoor recreational facilities on 175 acres of property previously acquired by Bexar County through a FEMA Flood Buyout program. (Precinct 4) \$383,750 (Anticipated completion April 2009)
- **Navajo Improvements**  
This project rehabilitated and provided improvements to the Navajo Civic Center. (Precinct 4)  
This project was budgeted at \$200,000 but completed \$199,649. (Completed)
- **Orsinger Park**  
This project provided for additional park facility improvements. (Precinct 3) This project was completed for \$175,926 (Completed)
- **Raymond Russell Park**  
This project provides park-like improvements on approximately 3.5 acres of dedicated land adjacent to Raymond Russell Park. (Precinct 3) \$124,070 (Anticipated completion December 2008)
- **Rodriguez Park**  
This project rehabilitated outdoor park and recreational facilities. (Precinct 2) This project was budgeted at \$250,000 but was completed for \$249,732. (Completed)
- **Sports Foundation**  
This is Bexar County's contribution in partnership with the San Antonio Sports Foundation to leverage the development of a \$3,230,000 International Track & Field and Soccer stadium (5,000 seats) to be located at the University of Texas at San Antonio. (Precinct 3) \$1,500,000 (There is no estimated start or completion date for this project)
- **Thelma Area Senior Community Center**  
This project provides for investment by Bexar County to leverage other possible efforts in the development of a Senior Community Center to be located on the south side in the Thelma area. (Precinct 1) \$750,000 (There is no estimated start or completion date for this project)
- **YMCA - Braundera**  
This is an investment by Bexar County in a partnership with the YMCA to create new multi-purpose recreation fields within Bexar County at the Braundera YMCA facility. (Precinct 2) \$400,000 (Accomplished with alternate funding source)
- **YMCA - Mays Family**  
This is an investment by Bexar County in a partnership with the YMCA to create new multi-purpose recreation fields within Bexar County at the Mays Family YMCA facility. (Precinct 3) \$400,000 (Accomplished with alternate funding source)
- **YMCA - Southside**  
This is an investment by Bexar County in a partnership with the YMCA to create new multi-purpose recreation fields within Bexar County at the Southside YMCA facility. (Precinct 4) \$200,000 (Accomplished with alternate funding source)

#### **PROPOSITION 4**

##### **Emergency Operations Center and Senior Citizens Multi-purpose Facilities Improvements**

\$4,750,000 has been allocated for Proposition 4 which provides Bexar County's share in partnership with the City of San Antonio: \$4,000,000 for an Emergency Operations Center, and \$750,000 for a Senior Citizens Multi-Purpose Center (Medical Center Area). This investment leverages a combined City and County investment in the amount of \$27 million for facility development.

- **Emergency Operation Center (EOC)**

The Emergency Operations Center unifies County, City, Regional, State and Federal departments and/or personnel for the purpose of gathering, evaluating, and distributing critical information and implementing responsive actions in the event of a natural or man-made emergency or disaster. The Center will be capable of operating around the clock for extended periods of time. The Emergency Operations Center includes central command operations space, a media briefing room, an emergency planning room, administrative and support space, a technical infrastructure and computer room, redundant communications systems and electrical generator back-up systems. The Center will be staffed during emergencies by the County and other governmental agencies such as City of San Antonio, local and regional utilities, FEMA, local military and state/federal liaisons, and other agencies with emergency response functions. (The County's investment was coupled with the City of San Antonio's proposed \$20.5 million). Funding will continue to FY 2008-09 in the amount of **\$4,000,000** (Completed)

- **Senior Citizens Multi-Purpose Center** (Medical Center Area)

Bexar County's investment will be leveraged with City funds for acquisition, construction and outfitting of new community multi-use and health center. \$750,000 (Completed)

Unexpended funds will remain within each respective proposition.

**Bexar County, Texas**  
**November 2003 Bond Referendum**  
**Fiscal Year Ending September 30, 2009**

<b>Project</b>	<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
<b>Org <u>PROPOSITION 1</u></b>			
5124 Adult Probation Facility	\$16,775,000	\$16,774,037	\$963
5113 Automated Fingerprint Identification System	1,151,154	\$1,151,154	\$0
Juvenile Probation Projects (5)	27,286,242	\$25,337,157	\$1,949,085
5122 Jail Locks, Phase III	1,249,503	\$1,249,503	\$0
5123 Public Safety Radio System Enhancement	650,000	\$649,571	\$429
<b>Total</b>	<b>\$47,111,899</b>	<b>\$45,161,422</b>	<b>\$1,950,477</b>
 <b><u>PROPOSITION 2</u></b>			
3801 Borgfeld Road, Phase 1 (Pct 3)	\$3,211,621	\$1,092,767	\$2,118,854
3802 Braun Road (Pct 2)	5,851,441	5,350,947	500,494
3803 Bulverde Road (Pct 3)	2,630,000	458,338	2,171,662
3804 Foster Road, Phase 1 (Pct 4)	4,997,198	4,842,899	154,299
3805 Kriewald Road (Pct 1)	4,930,910	402,550	4,528,360
3806 Lakeview Dr. (Pct 4)	1,182,176	1,182,176	0
3807 Pue Road (Pct 1)	3,700,000	3,501,412	198,588
3808 Shaenfield Road (Pct 2)	3,668,559	1,218,764	2,449,795
3809 Smith Road (Pct 1)	2,984,436	2,979,980	4,456
3810 South Applewhite Development Project (Pct 1)	32,640	0	32,640
3811 Wiseman Rd. Extension (Pct 1)	632,640	632,640	0
3812 Woodlake Parkway (Pct 4)	6,759,379	6,551,635	207,744
<b>Total</b>	<b>\$40,581,000</b>	<b>\$28,214,107</b>	<b>\$12,366,893</b>
 <b><u>PROPOSITION 3</u></b>			
5158 Bullis Park (Pct 3)	\$125,000	\$124,746	\$254
5143 Comanche Park Improvements (Pct 4)	200,000	199,615	385
5144 Copper Ridge Sports Park (Pct 1)	2,000,000	1,632,640	367,360
5145 Historic Center	250,000	250,000	0
5146 Lakewood Acres (Pct 4)	383,750	69,470	314,280
5147 Navajo Improvements (Pct 4)	200,000	199,469	531
5148 Orsinger Park (Pct 3)	175,927	175,926	1
5149 Raymond Russell Park (Pct 3)	124,070	49,555	74,515
5152 Rodriguez Park (Pct 2)	250,000	249,732	268
5153 Sports Foundation	1,500,000	0	1,500,000
Thelma Area Senior Community Center			
5154 (Pct 1)	750,000	0	750,000

Project	Project Budget	Activity To Date	Funds Available
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**PROPOSITION 3**

5155	YMCA - Braundera (Pct 2)	400,000	0	400,000
5156	YMCA - Mays Family (Pct 3)	400,000	248,187	151,813
5157	YMCA - Southside (Pct 4)	200,000	0	200,000
<b>Total</b>		<b>\$6,958,747</b>	<b>\$3,199,340</b>	<b>\$3,759,407</b>

**PROPOSITION 4**

5171	Emergency Operations Center	\$4,000,000	\$4,000,000	\$0
5172	Senior Citizens Multi-Purpose Center	750,000	750,000	0
<b>Total</b>		<b>\$4,750,000</b>	<b>\$4,750,000</b>	<b>\$0</b>

**Bexar County, Texas**  
**Fund 308 - Flood Control**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$2,445,152	\$797,168	\$16,425,841
<b>Total Beginning Balance</b>	<b>\$2,445,152</b>	<b>\$797,168</b>	<b>\$16,425,841</b>

**Revenue**

Ad Valorem	\$2,012,410	\$15,926,084	\$16,087,274
Intergovernmental	47,064	13,045	10,000
Other Taxes, Licenses & Permits	3,976	205	500
Revenue from Use of Assets	105,088	345,480	206,200
Sales, Refunds and Miscellaneous	0	5,813	0
Interfund Transfer			
<b>Total Revenues</b>	<b>\$2,168,538</b>	<b>\$16,290,627</b>	<b>\$16,303,974</b>

**TOTAL AVAILABLE FUNDS**

<b>\$4,613,690</b>	<b>\$17,087,795</b>	<b>\$32,729,815</b>
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<b>APPROPRIATIONS</b>
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Highways - General Government	\$413,394	\$619,225	\$787,410
Highways - Projects	362,797	42,730	747,968
Contingencies	0	0	29,516
Interfund Transfers Fund	3,040,331	0	0

**TOTAL OPERATING  
APPROPRIATIONS**

<b>\$3,816,522</b>	<b>\$661,955</b>	<b>\$1,564,894</b>
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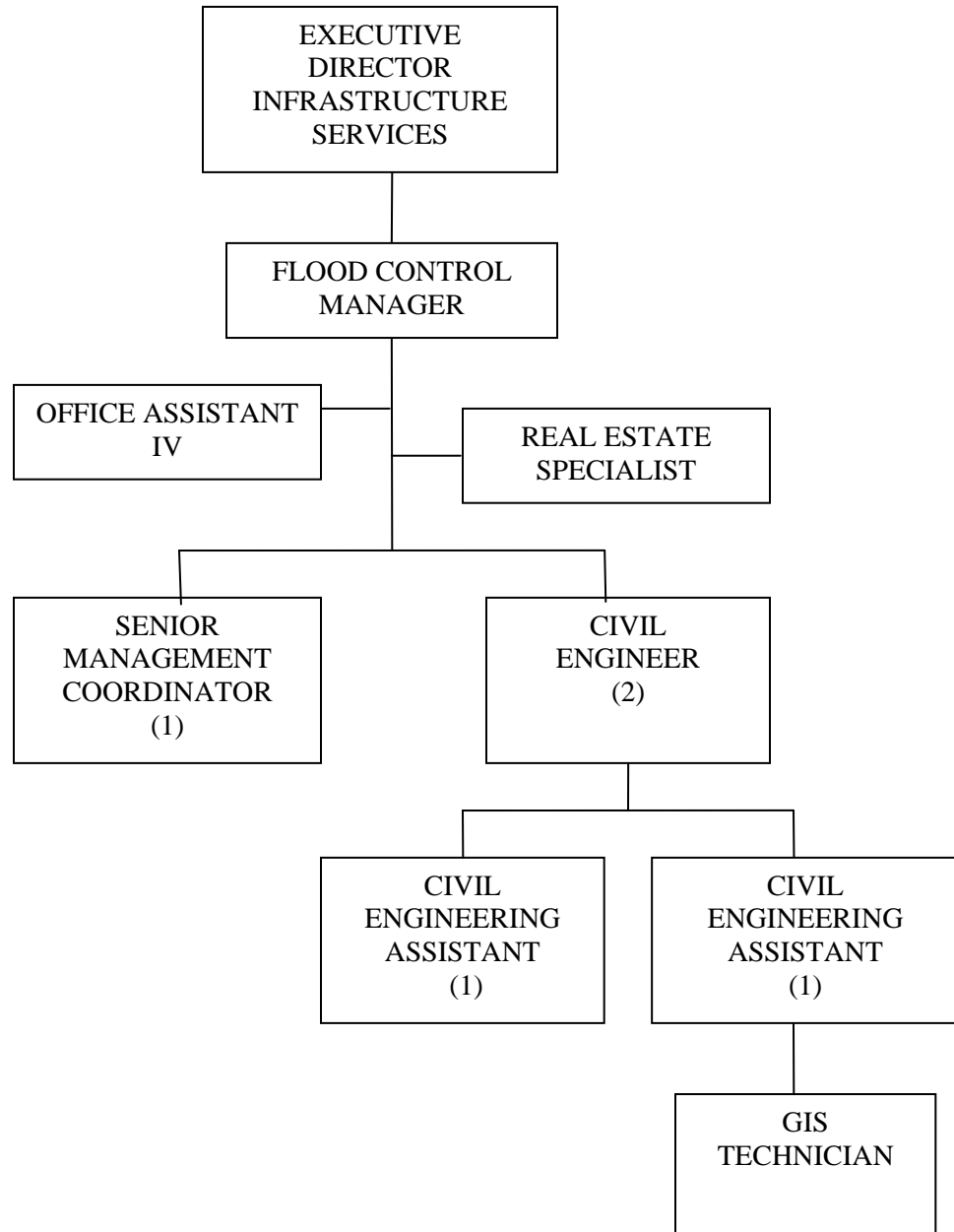
**Appropriated Fund Balance**

<b>\$797,168</b>	<b>\$16,425,841</b>	<b>\$31,164,921</b>
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**TOTAL APPROPRIATIONS**

<b>\$4,613,690</b>	<b>\$17,087,795</b>	<b>\$32,729,815</b>
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# INFRASTRUCTURE SERVICES FLOOD CONTROL PROJECTS FUND





# FLOOD CONTROL CAPITAL PROJECTS FUND (CASH-FUNDED)

FUND: 308

**Mission:** The mission of the Infrastructure Services Department is to preserve all County resources by providing efficient, cost effective services which ensure the safety, health and welfare of our customers and improve the quality of life.

**Vision:** We envision the Infrastructure Services Department as the leader in developing and maintaining County roads, bridges, vehicles, equipment, parks, and facilities. The Infrastructure Services Department strives to ensure environmental compliance, fire safety, good working relationships, and high standards of professional management for Bexar County. The management and staff of our department are facilitators in achieving a balance between diverse priorities and finite resources, by providing the public and other County Offices a thorough analysis, expert advice, prompt, reliable services, and open, honest communications related to the responsible allocation and utilization of Infrastructure Services personnel and resources.

**Program Description:** The Flood Control Fund was established to account for the accumulation of ad valorem tax revenue collected for flood control projects including payments to the San Antonio River Authority (SARA) pursuant to the amendatory contract. The County collects a set ad valorem property tax rate for the operation and maintenance of the flood control operation. Prior to FY 2004-05, Bexar County collected tax dedicated solely for flood control purposes and transferred a significant portion of the revenue to the San Antonio River Authority (SARA) to pay for debt service on flood control projects that SARA engineered, designed, constructed, operated and maintained. Starting in FY 2004-05, Bexar County collects this tax as debt service revenue and the proceeds are deposited into the Debt Service Fund. This tax revenue supports the County's projected costs for flood control components of the San Antonio River Capital Improvement Project, as well as provides additional funding for projects in other watersheds. The Infrastructure Services Department, Flood Control Division, manages the fund. Personnel and Capital costs associated with these projects are also appropriated within this fund.

The Flood Control Division-Regional Flood Control, supports and participates in the Bexar Regional Watershed Management Program (BRWM) with San Antonio River Authority (SARA), City of San Antonio (COSA), and Suburban Cities. BRWM Capital Improvements Projects are reviewed and inputted for the annual and three-year Regional Flood Control Capital Improvements Plan. This division also reviews and inputs countywide Watershed Modeling efforts and floodplain remapping known as Digital Flood Insurance Rate for the Regional Watershed Modeling System in partnership with SARA, COSA, and Federal Emergency Management Agency (FEMA). San Antonio River Improvements Projects (SARIP), which includes Museum, Mission, and Eagleland Reach, represents the County as a stakeholder in the project. The Ten-Year Flood Control Capital Improvement Program (\$500 million) was developed from the BRWM Capital Improvement Project list funded by Bexar County Flood Tax and other sources. Management of ongoing Capital Improvement Projects are also supported by the Bexar County Flood Tax and Road and Bridge Funds.

The Floodplain Management provides policy and procedural guidance for floodplains. It also supports the development staff in review of floodplain development issues. It enforces, identifies, and issues floodplain violation notices to property owners who violate Bexar County's Flood Damage Prevention Court Order. The division also receives, investigates, and responds to drainage and flooding concerns.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Workload Measures:**

Number of Drainage and Flooding Concerns Received	80	92	105
Number of Capital Projects in Progress	165	170	200
Number of BRWM Program Coordination Meetings	14	20	35

**Efficiency Measures:**

Number of Drainage and Flooding Concerns Processed per Month	10	12	15
Number of Capital Projects Managed per FTE	8	10	15
Number of BRWM Program Meetings attended per Month	10	10	10

**Effectiveness Measures:**

Percent of Drainage and Flooding Concerns Resolved	92%	92%	95%
Percent of Capital Projects Substantially Completed	6	6	3
Number of Capital Project Substantially Complete	100%	100%	100%

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel	\$333,932	\$534,107	\$516,206	\$652,015
Travel and Remunerations	3,259	3,400	3,400	7,540
Operational Costs	66,193	83,207	83,207	86,255
Supplies and Materials	10,010	16,416	16,412	14,600
Capital Expenditures	0	0	0	27,000
Capital Projects	362,797	0	42,730	747,968
Contingencies	0	0	0	29,516
Interfund Transfer	3,040,331	0	0	0
<b>Total</b>	<b>\$3,816,522</b>	<b>\$637,130</b>	<b>\$661,955</b>	<b>\$1,564,894</b>

Appropriations for the Cash Funded Projects within the Flood Control Fund are listed following the Program Justification and Analysis section.

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget increased significantly compared to the FY 2007-08 estimates. This is due to increased funding for capital projects in FY 2008-09.
- The Personnel Services group increases 26.3 percent compared to the FY 2007-08 estimates. This increase is the result of fully funding all authorized positions.
- The Travel and Remunerations group represents a significant increase in funding compared to FY 2007-08 estimates. Funds are required to provide technical training for Stormwater Management and Floodplain Management.
- The Operational Costs group increased 3.6 percent compared to FY 2007-08 estimates. This increase is due to the one-time purchase of additional technology funded last fiscal year.
- The Supplies and Materials group decreased 12.4 percent compared to FY 2007-08 estimates. This decrease is due to a lower funding in Furniture Minor, which was funded for approved positions FY in 2007-08, as well as a decrease in Vehicle Fuel and Oil, as requested by the division.
- Funding for FY 2008-09 Cash Funded Capital Projects for the Flood Control Fund is approved in the amount of \$747,968. This represents a significant increase compared to the FY 2007-08 estimates due to the carry over of funds for current projects.
- The FY 2008-09 Adopted Budget appropriates \$27,000 in the Capital Expenditures group to purchase a vehicle for department use.
- The FY 2008-09 Adopted Budget includes funding within Contingencies in the amount of \$29,516 to pay for anticipated salary increases for authorized personnel. There are three program changes.
  - The first approved program change, adds one Civil Engineer (E-10) at a cost of \$105,448 and the deletion of a Civil Engineering Assistant (E-05) saving \$51,603. The total program change cost is \$53,845.
  - The second approved program change is the addition of one Office Assistant IV (NE-05) at a cost of \$41,941.
  - The third approved program change is the reclassification of the Watershed Program Coordinator (E-10) to a E-11 at a cost of \$3,180 annually. The new position title will be the Flood Control Manager.

## **Program Justification and Analysis - Projects:**

- **Hill Top Acres Master Plan** - The purpose of this project is to develop a master plan for the Hilltop Acres Park in southwest Bexar County. Hilltop Acres is a residential subdivision within the Medio Creek 100-year floodplain adjacent to Talley Road. The San Antonio River Authority administered the buyout of 14 floodplain properties along Medio Creek, within the Hilltop Acres subdivision for Bexar County. The Master Plan project will result in the development of a park plan, taking into account appropriate future uses of the floodplain buyout property and community needs. This project is substantially complete.
- **Precinct 1 Drainage Analysis** - Precinct 1 Drainage Analysis provides funding for analysis and design of various projects within Precinct 1 of Bexar County. Projects could include further study of

drainage issues identified by Infrastructure Services field personnel and citizen complaints. This funding may also be used to identify regional flood control projects in the Medina River, Medio Creek and Leon Creek Watersheds for potential inclusion on the Bexar Regional Watershed Management future Capital Improvement Projects List.

- **San Antonio River Remnant** - The project area consists of a 500 ft. section of channel bottom which has persistent erosion and instability problems. There is a concrete pilot channel section which carries the flow from the “San Juan Mission” river remnant back into the main flood channel in this reach. This structure and adjoining channel bottom are currently being undermined and are subject to further erosion and probable failure. Major renovation in this reach of the San Antonio Channel Improvement Project is scheduled in the next 5-8 years during the installation of the San Antonio River Improvements Project. It is recommended that temporary repairs be made that will stabilize the channel bottom. A temporary repair is more cost effective to prevent further erosion until the upcoming project addresses final needs and alignment in this area. The rock riprap used for the repairs can be ‘recycled’ into the SARIP in the vicinity as areas of armoring will be necessary.
- **Precinct 3 Drainage Analysis** - Precinct 3 Drainage Analysis provides funding for analysis and design of various projects within Precinct 3 of Bexar County. Projects could include further study of drainage issues identified by Infrastructure Services field personnel and citizen complaints. This funding may also be used to identify regional flood control projects in the Cibolo Creek, Salado Creek and Leon Creek Watersheds for potential inclusion on the Bexar Regional Watershed Management future Capital Improvement Projects List.
- **Loma View at Menger** - The project objectives will replace an existing culvert in residential neighborhood to correct flooding of street. The existing culvert does not have the capacity to convey storm water through the system, therefore design and reconstruction is necessary to provide an adequate drainage structure. The project will be designed and constructed to restrict water from crossing over the road.

**Appropriations:**

Total Project Budget	Expenditures	FY 2008-09 Available
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**Fund 308**

Revenue	\$942,788	\$194,820	\$747,968
3739 Hilltop Acres Master Park Plan	\$20,186	\$14,232	\$5,954
3740 Drainage Analysis Pct. 1	300,000	45,076	254,924
3741 San Antonio River Remnant	3,333	0	3,333
3742 Drainage Analysis Pct. 3	424,269	71,314	352,955
3746 Loma View at Menger	195,000	64,198	130,802
<b>Total Projects</b>	<b>\$942,788</b>	<b>\$194,820</b>	<b>\$747,968</b>

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Civil Engineer	0	1	2
Civil Engineering Assistant	2	3	2
Flood Control Manager	0	0	1
GIS Technician	1	1	1
Office Assistant IV	0	0	1
Real Estate Specialist	0	1	1
Senior Management Coordinator	1	1	1
Watershed Program Coordinator	1	1	0
<i>Total - Flood Control</i>	<i>5</i>	<i>8</i>	<i>9</i>

# FLOOD CONTROL CAPITAL PROJECTS FUND (DEBT-FUNDED)

FUND: 309

**Bexar County**  
**Flood Control Summary-Multi Year Projects Fund**  
**Fiscal Year Ending September 30, 2009**

Total Project Budget	Expenditures to Date	FY 2008-09 Available
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## AVAILABLE FUNDS

### Revenue

Interfund Transfer	\$3,862,927	\$2,333,333	\$1,529,594
Proceeds from Debt Issuance	153,909,592	42,170,566	111,739,026
<b>Total Revenues</b>	<b>\$157,772,519</b>	<b>\$44,503,899</b>	<b>\$113,268,620</b>

## APPROPRIATIONS

3724	Cibolo Creek Watershed Study	\$184,178	\$0	\$184,178
3728	Drainage Structures	1,952,697	1,952,697	0
3729	Hill Top Acres Buyout	43,068	4,072	38,996
3730	Schaefer Road Drainage Project	658,748	426,133	232,615
3731	Martinez Dam 6A	970,000	970,000	0
3732	Smithson Valley Low Water Crossing	614,500	166,625	447,875
3733	Live Oak Slough - Quintana to IH35	510,000	179,144	330,856
3734	Mid Beitel Creek	1,891,858	198,512	1,693,346
3735	Perrin-Beitel & Briar Glen	6,032,193	523,888	5,508,305
3738	Jungman Road	200,000	105,709	94,291
3747	Main Plaza Redevelopment Project	2,500,000	2,500,000	0
3748	Mission Reach Project	23,355,474	19,781,089	3,574,385
3749	Museum Reach Project	11,526,290	3,489,169	8,037,121
3751	Schaefer Road Drainage Phase I	2,969,999	468,599	2,501,400
3752	Ingram Road Low Water Crossing	2,979,559	388,677	2,590,882
3753	Hausman Drainage Phase I	1,008,761	415,499	593,262
3754	Chimenea Creek	2,050,930	0	2,050,930
3755	Huebner Creek at Prue Road	795,639	0	795,639
3756	Huebner Creek Enhanced Conveyance	6,795,639	337,616	6,458,023

	<b>Total Project Budget</b>	<b>Expenditures to Date</b>	<b>FY 2008-09 Available</b>
3757 Upper Leon Creek Watershed	\$1,000,000	\$0	\$1,000,000
3758 Boerne Stage Road	5,691,400	638,816	\$5,052,584
3759 Shepherd Road at Elm Creek	1,788,736	626,841	\$1,161,895
3760 Live Oak Slough Overflow Control	306,019	0	\$306,019
3761 Laddie Placed	6,431,561	342,200	\$6,089,361
3762 Shane Road Low Water Crossing	750,000	0	\$750,000
3763 Rock Creek Enhanced Conveyance	1,160,000	369,753	\$790,247
3765 San Pedro Huisache Phase II	658,540	254,685	\$403,855
3766 Olmos Dam Repair	1,420,943	730,431	\$690,512
3767 Balcones Heights Storm Water Facility	730,000	0	\$730,000
3769 Calaveras 8 Increase Detention	1,190,959	0	\$1,190,959
3770 Evans Road Low Water Crossing	1,424,243	299,819	\$1,124,424
3771 Menger Road Low Water Crossing	477,737	0	\$477,737
3772 Rosillo Tributary	675,000	0	\$675,000
3773 Roland Ave. Bridge	600,000	365,705	\$234,295
3774 Eisenhower Road Bridge	553,102	0	\$553,102
3750 High Water Detection	1,000,000	135,500	\$864,500
3764 Local Project Briggs	1,565,000	280,460	\$1,284,540
3768 Project Management	4,189,656	2,877,891	\$1,311,765
3775 Eagleland Reach	750,000	0	\$750,000
Local Projects (Precinct 1 and 3)	5,000,000	0	\$5,000,000
9905 Transfer to Special Road & Bridge	1,413,340	1,413,340	0
<b>Total Projects</b>	<b>\$105,815,769</b>	<b>\$40,242,870</b>	<b>\$65,572,899</b>
Contingencies	\$51,956,750	\$4,261,029	\$47,695,721
<b>TOTAL APPROPRIATIONS</b>	<b>\$157,772,519</b>	<b>\$44,503,899</b>	<b>\$113,268,620</b>

## **Program Description:**

In FY 2001-02, Commissioners Court adopted the use of flood control revenues to fund the costs associated with road projects to alleviate flooding along those thoroughfares. These projects are funded through a debt issuance and the debt service is paid from the Flood Control tax revenue. These debt projects are separated from the portion of the fund that is cash funded. This debt projects' portion of the fund consists of multi-year capital improvements projects.

- **The Cibolo Creek Watershed Study and Salado Creek/Cibolo Creek Watershed Integration Study** as well as other concept projects adopted by the Countywide Citizens Watershed Master Plan Committee are design studies. Funding for these studies is provided in the Concept Design project within this fund. The estimated cost for this project is \$184,178, which is funded in FY 2008-09.
- **Schaeffer Road Drainage Project** - The addition adds culverts and bar ditches along Schaeffer Road and Raf Burnette to divert water in heavy rain events from adjacent properties to Cibolo Creek. The project would require securing easements from 12 property owners. The project budget is approximately \$658,748 and was approved by Bexar County Commissioners Court February 24, 2004. Prior to the initiation of the project, the County secured a commitment from the neighborhood association to contact the affected property owners to help secure donated easements to complete the drainage projects. A neighborhood meeting was held on March 20, 2004 to initiate the process. To date, only two of the 12 property owners have agreed to donate the required easement. The total estimated project cost is \$658,748 of which \$232,615 is funded in FY 2008-09
- **Martinez Dam 6A Dam Rehabilitation** - Martinez Dam is the next dam in the priority for rehabilitation. The total project budget is \$2,270,000 with the United States Department of Agriculture Natural Resources Conservation Service (NRCS) funding \$1,300,000 and the County funding \$970,000. The cost is higher than the other two active projects due to the need for additional real estate to expand the spillway. (Complete)
- **Smithson Valley Low Water Crossing** - Smithson Valley at Cibolo Creek is a low water crossing. This project will upgrade the crossing to provide access in a higher frequency storm event. The project was identified in the 2004 Regional Capital Improvements Program for flood control. The total estimated cost is \$614,500, of which \$447,875 will be funded in FY 2008-09.
- **Live Oak Slough- Quintana to I-35** - Live Oak Slough is a low water crossing. This project is to upgrade the crossing to provide access in a high frequency storm event. The estimated project cost is \$510,000, of which \$330,856 is funded in FY 2008-09.
- **Mid-Beitel Creek Design** - This project is for the design of the channelization of a section of Beitel Creek. Beitel Creek has been channelized from N.E. Loop 410 upstream to an area just south of Garden Court East Subdivision. After design, the project will consist of constructing an earthen channel from the existing channel, upstream approximately 4,000 feet. The channel will be adjacent to the Garden Court East Subdivision within the City of San Antonio. The project cost is estimated at \$1,891,858, of which \$1,693,346 is funded in FY 2008-09. This includes additional funding in the amount of \$159,114.
- **Perrin Beitel & Briar Glen Design** - This project is for the design of the channelization of a section of Beitel Creek. Beitel Creek, upstream of Vicar Road, is an existing concrete channel. Conditions downstream of Vicar Drive are natural with the west bank of Beitel having been cleared of vegetation except for grasses. The project, after design, extends the concrete channel underneath Vicar Drive



and transitions the channel into an earthen trapezoid section. An earthen trapezoidal channel section would be constructed downstream of Vicar Drive and past Perrin Beitel. Approximate length of the channelization would be 2,600 linear feet. Vicar Drive would be reconstructed with a new bridge crossing Beitel Creek. The constructed channel will be adjacent to Briarglen within the City of San Antonio. The project costs are estimated at \$6,032,193, of which \$5,508,305 is funded in FY 2008-09. This includes additional funding in the amount of \$1,602,988.

- **Jungman Road Design** – This project is to replace the existing low water crossing at the Medina River. The elevation of the existing drainage structure is at river water level. Therefore during any significant rain water covers and runs rapidly over the existing drainage structure. This results in the closure of the roadway. The proposed structure will provide for a greater frequency of rainfall to flow under the structure. The estimated project cost is \$200,000, of which \$94,291 will be funded in FY 2008-09.
- **Main Plaza Redevelopment Project** – The scope of the project will include landscape architecture, civil engineering, and traffic engineering, and electrical and plumbing. The project will eliminate area flooding by providing drainage site improvements, to accommodate a one hundred year event plan, design storm sewer lines, relocate multiple underground utility systems, water proofing and include other preservation efforts. The project cost is \$2,500,000. Funds have been encumbered for this project but will be an on-going project in FY 2008-09.
- **Mission Reach** - This is a joint effort between the City of San Antonio, Bexar County and the San Antonio River Authority. The project will provide an ecosystem restoration while maintaining and improving flood reduction benefits to the San Antonio River from Lone Star Boulevard to Mission Espada. The estimated completion date of this project is September 2012. The total estimated project cost is \$23,355,474, of which the final \$3,574,385 is funded in FY 2008-09.
- **Museum Reach** - This is a joint effort between the City of San Antonio, Bexar County, and the San Antonio River Authority on the final design of this project. The project will provide an ecosystem restoration with maintaining or improving flood reduction benefits to the San Antonio River from Hildebrand Avenue to Lexington Avenue. The estimated completion date of this project is September 2009. The total estimated project cost is \$11,526,290, of which the final \$8,037,121 is funded in FY 2008-09.
- **Eagleland Reach**: As part of the San Antonio River Improvements Project, the Plunge Pool Wall will protect 300 linear feet of the east bank of the San Antonio River south of Alamo Street. The project is necessary due to the erosion potential caused by turbulence downstream of Gate 6 and for protection of significant bald cypress trees on the channel bank. The project will be constructed in a joint bid project with the City of San Antonio/TxDOT Riverwalk Link, Pedestrian Phase Project and is anticipated to begin construction in early 2009. The total estimated project cost is \$750,000, of which \$750,000 is funded in FY 2008-09. This includes additional funding in the amount of \$250,000.

The new projects adopted for FY 2008-09 span five water sheds: Cibolo Creek, Leon Creek, Medina River, San Antonio, and Salado. The budget for these projects will be funded from the issuance of certificates of obligation in the approximate amount of \$161,016,479. The debt service from these bonds will be paid primarily through ad valorem flood tax revenue. These projects, by watershed include:

## **Cibolo Creek Watershed**

- **Schaefer Road Drainage Phase I (CB19)** – This project is located at Schaefer Road west of Cibolo Creek. The purpose of the project is to improve the existing low-water crossing on Schaefer Road in east Bexar County. This low-water crossing is located approximately 0.5 mile east of the intersection of Schaefer Road and FM 1518. Schaefer Road crosses a low lying area that drains uplands across the road and currently sheet flows across existing property to the south, ultimately entering Cibolo Creek. The estimated completion date of this project is September 2009. The estimated cost of this poroject is \$2,969,999, of which \$2,501,400 will be funded FY 2008-09. This includes additional funding in FY 2008-09 in the amount of \$346,572.

## **Leon Creek Watershed**

- **Ingram Road Low Water Crossing #58 (LC8)** – The benefit of this project is the provision of an unfllooded access to a secondary arterial road. The water elevation will be lowered five feet approximately 2.2 miles upstream of Ingram Road through channel improvements. Water elevation will be lowered 4.5ft downstream of Ingram for approximately 1,500 feet. The estimated completion date of this project is September 2012. The total estimated project cost is \$2,979,559, of which \$2,590,882 is funded in FY 2008-09. This includes additional funding in the amount of \$129,559.
- **Hausman Drainage Project Phase I** - This project is located at Hausman Road and Huesta Creek at 1604 to Babcock. This project provides unfllooded access on a secondary arterial road and will reduce the water surface at the crossing approximately one foot. The project will consist of constructing box culverts, headwalls, curbs, sidewalks, streets, and a bridge for Hausman Road. The estimated completion date of this project is September 2010. The total estimated project cost is \$1,008,761, of which \$593,262 is funded in FY 2008-09. This includes additional funding for FY 2008-09 in the amount of \$103,942.
- **Chimenea Creek RSWF (LC14)** - This project is located 3,300 feet west of the Helotes and Chimenea Creek confluence at Scenic Loop Road. This detention structure is expected to remove approximately 50-100 structures from floodplain. The estimated completion date of this project is September 2012. The total estimated project cost is \$2,050,930, which is funded in FY 2008-09.
- **Huebner Creek at Prue Rd (LC15)** – This regional storm water facility will alleviate flooding across Prue Road. It will lower the water surface elevation by 2 feet to make Prue Road crossing an all-weather crossing at Huebner Creek. The estimated completion date of this project is September 2010. The total estimated project cost is \$795,639, which is funded in FY 2008-09.
- **Huebner Creek Enhanced Conveyance (LC17)** – This project is located from Bandera Rd to Leon Creek at the Huebner Creek Confluence. The project will lower the 100-year floodplain of Huebner Creek sufficiently such that all structures (homes and businesses) are removed from the floodplain and to ensure that the proposed bridge at Timberhill Drive will pass the 100-year storm event. The estimated completion date of this project is September 2012. The total estimated project cost is \$6,795,639, of which \$6,458,023 is funded in FY 2008-09. This includes additional funding for FY 2008-09 in the amount of \$3,397,819.
- **Upper Leon Creek RSWF (LC6A, B, C, D, E, F)** – This project is located in the Upper Leon Creek Watershed in the area of IH-10. It will lower the water surface elevation approximately one foot. The estimated completion date of this project is September 2012. The total estimated project cost is \$1,000,000, of which \$1,000,000 is funded in FY 2008-09.

- **Boerne Stage Road (LC18)** – This project is located between Cross Mountain and Baywater Stage Roads. This street and drainage project will eliminate the left roadside ditch and allow storm runoff to flow naturally through the adjacent properties and into the nearby Leon Creek. The estimated completion date of this project is September 2009. The total estimated project cost is \$5,691,400, of which \$5,052,584 is funded in FY 2008-09. This includes additional funding for FY 2008-09 in the amount of \$3,400,000.

### **Medina River Watershed**

- **Shepherd Rd at Elm Creek & Black Hill Branch (MR8)** - This project provides unflooded access at Shepherd Road at two low water crossings. The first crossing is at Elm Creek and the second at Blackhill Branch. This project also provides emergency access to IH-35 from Elm Creek Elementary School, and to 12 residences between Elm and Black Hill Branch Creeks. There was one flooding related death in this area in May 2007. The estimated completion date of this project is September 2010. The total estimated project cost is \$1,788,736, of which \$1,161,895 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$1,048,543,
- **Live Oak Slough Overflow Control (MR27)** – This project is located on the Medina River through property owned by the San Antonio Water System. The purpose of this project is to reduce flooding and erosion at the residence properties along Trawalter Lane and Quintana Road. The estimated completion date of this project is September 2009. The total estimated project cost is \$306,019, which is funded in FY 2008-09.

### **San Antonio River Watershed**

- **Laddie Place RSWF Phase III (SA2)** – This project is located between Fredericksburg Road and Gardina St. The purpose of this project is to remediate flooding at and downstream of the Northwest Center by constructing a regional storm water detention pond at the back parking lot of the shopping center. It will remove over 30 structures from 100 year floodplain. The estimated completion date of this project is September 2010. The total estimated project cost is \$6,431,561, of which \$6,089,361 is funded in FY 2008-09.
- **Shane Rd Low Water Crossing #158 (SA4)** – This project runs from an unnamed tributary to San Antonio River at Shane Rd – Low Water Crossing 158. The purpose of this project is to improve low water crossing at all weather crossing and create unflooded access to Shane Road. To remediate flooding on Shane Road, this project will require the installation of a bridge class structure, downstream channel grading, drainage easement acquisition, associated roadway reconstruction and utility relocation. The estimated completion date of this project is September 2009. The total estimated project cost is \$750,000, of which \$750,000 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$2,884.
- **Rock Creek Enhanced Conveyance/Outfall Improvement (SA6)** – This project is located between Rock Creek at IH10 and Dudley Drive. The project removes 16 structures from the 100 year floodplain and improves the outfall at confluence with Olmos Creek. This project proposes to improve the Rock Creek waterway, between IH-10 and Dudley Drive, from a natural, rocky channel to a more engineered flood conveyance waterway. The wider, grass-lined channel will have the general effect of lowering the 100-yr floodplain elevation. Stabilization of the channel slopes from approximately 800 feet upstream of Callaghan Road to IH-10 is also considered. The project does not include any roadway repairs or relocations. The estimated completion date of this project is

September 2013. The total estimated project cost is \$1,160,000, of which \$790,247 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$40,686.

- **San Pedro Huisache Phase II #35X (SA22)** – This project will be accomplished in two phases Phase IIA is from Ripley to W. Huisache Ave. (\$ 4,307,729) and Phase IIB from W. Huisache Ave to San Pedro Ave. (\$ 7,168,634). This project will construct a storm sewer system from the intersection of Woodlawn and the railroad tracks up to Mark Twain Middle School. The project will consist of constructing box culverts, inlets, curbs, sidewalks, streets, and driveways for Magnolia, Ripley, Huisache, Breeden, Mulberry, and San Pedro. It will remove over 30 structures from the 100 year floodplain. The estimated completion date of this project is September 2012. The total estimated project cost is \$658,540, of which \$403,855 is funded in FY 2008-09.
- **Olmos Dam (SA33)** – This project consists of repairs to the existing Olmos dam that protects the City of San Antonio downtown business district. The estimated completion date of this project is September 2011. The total estimated project cost is \$1,420,943, of which \$690,512 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$420,943.
- **Balcones Heights RSWF (SA38)** - This project will alleviate flooding in the City of Balcones Heights. The project will construct a Regional Storm Water Facility in the Southern Portion of Oak Hills Park near Fredericksburg Rd. and IH 410. The project is bounded by Lakeridge Ave., Woodlake Dr., Edgevale Ave., and Moss Oak Ave. The project is a grass-lined facility that requires the entire six acres of this portion of City of San Antonio Park Property. This facility will also require the placement of a retaining wall along the intersection of Edgevale Ave. and Moss Oak Ave, as well as roadway reconstruction and vertical realigning of Moss Oak Ave. The estimated completion date of this project is September 2011. The total estimated project cost is \$730,000, which is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$58,688.
- **Calaveras 8 Increase Detention (SA41)** - This project will increase the detention volume of the existing structure at US HWY 87 between Stuart Road and E Loop 1604S by raising the top of the dam 2.7 feet and replace the principle spillway from 14 inches to 36 inches. They will then safely pass the Probability Mass Function and contain a 1 percent chance flood. The estimated completion date of this project is September 2011. The total estimated project cost is \$1,190,959, which is funded in FY 2008-09.

### **Salado Creek Watershed**

- **Evans Road LWC (SC2)** – This project is located at Evans Road and Elm Creek. This project will raise and upgrade Evans Road above the Elm Waterhole Creek. Construction includes a span bridge structure, roadway widening with taper-downs, channel grading, drainage easement acquisition, and utility relocation. The potential for loss of life will be reduced and an all weather access on this major thoroughfare will be provided. The estimated completion date of this project is September 2010. The total estimated project cost is \$1,424,243, which is funded in FY 2008-09.
- **Menger Road LWC (SC12)** – The location of this project is the low water crossing at Menger Road and Elm Creek. This project will replace the existing structure and provide channel regrades to improve water flow. The project will provide an all weather access to Menger Road and may reduce potential for loss of life. The estimated completion date of this project is September 2009. The total estimated project cost is \$477,737, which is funded in FY 2008-09.

- **Rosillo Tributary RSWF (SC15)** – The location of this project is the detention facility north of Old Seguin Road. This project will alleviate flooding on the tributary to Rosillo Creek downstream of FM 78 in the City of Kirby. It will provide runoff control and reduce the floodplain along one tributary to Rosillo Creek. The estimated completion date of this project is September 2009. The total estimated project cost is \$675,000, which is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$461,076.
- **Roland Ave. Bridge (SC18)** – This project is located at Roland Ave. and Salado Creek. The project will raise Roland Ave. above the 100 year water surface elevation crossing over Salado Creek. It will provide two separate bridges and 1,450 feet of roadway approaches. Roland Ave. will be re-aligned to improve the sharp curves through the low water crossing. The project will provide unflooded access and may reduce the potential for loss of life. The estimated completion date of this project is September 2011. The total estimated project cost is \$600,000, of which \$234,295 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$46,560.
- **Eisenhower Road Bridge (SC26)** – This project is located at Eisenhower Road and Salado Creek. This project will bring the bridge on Eisenhower Road at Salado Creek out of the 100-year flood plain. The project will provide unflooded access and may reduce the potential for loss of life. The estimated completion date of this project is September 2010. The total estimated project cost is \$553,102, which is funded in FY 2008-09.
- **High Water Detection:** This project provides automatically activated High Water Detection Systems to warn motorists of flooded roadways in real time. These systems are easily integrated in with existing monitoring systems providing seamless control and notification while supplementing existing regional drainage and river flow databases. The systems can be installed with flashing lights and signs and activate themselves locally when predetermined flood conditions occur. The systems then communicate their status to a central base station via any of a variety of communications means. This project will be incorporated in incremental phases over 10 year life of the flood control program. The total estimated project cost is \$1,000,000, of which \$864,500 is funded in FY 2008-09.
- **Local Project Briggs Road -** This project is located in southwest Bexar County between Luckey Road and McConnell Road. Briggs Road currently does not have the infrastructure to carry and convey water to a natural low during times of moderate and heavy rainfall. Therefore this area becomes inaccessible to residents and emergency personal due to flooding. Approximately 1,344 acres of adjacent property drain onto Briggs Road. The project will construct a parallel channel to Briggs Road to capture the storm water so that it may be properly discharged into a natural low. Utilities relocation and culvert crossings will be inclusive of the project. The estimated completion date of this project is September 2009. The total estimated project cost is \$1,565,000, of which \$1,284,540 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$565,000.
- **Project Management** – The annual estimated cost of professional services for project management associated with all flood control projects is \$3,000,000. These services through requests for proposal will be secured every three years. The total estimated cost is \$4,189,686, of which \$1,311,795 is funded in FY 2008-09. This includes the additional funding for FY 2008-09 in the amount of \$1,189,686.
- **Local Projects (Precinct 1 and 3):** One of the projects is located on Huebner Creek downstream of Hollyhock Street in northwest Bexar County and in the northwest area of the City of San Antonio. Bexar County proposes to alleviate flooding in the Whisper Creek subdivision during an Ultimate

Development (UD) 100-year storm event by constructing concrete drainage wall and concrete channel. The other project addresses possible solutions for residents who live along Luckey Road and who have no road access during heavy storms. Luckey Road is located in Southwest Bexar County. However, the road ends half a mile north of its intersection with Wheeler Road. A private road that intersects with Luckey Road includes several homes that become inaccessible during severe storms. One possibility is to acquire property for connecting the area to Wheeler Road. Another solution is to buy the residents out. A couple of homes may be placed out of the flood plain by building a berm around them. The estimated length of time for buyouts and construction of berms is 1 year. The total estimated project cost is \$5,000,000, which will be funded FY 2008-09.

# ECONOMIC DEVELOPMENT CAPITAL PROJECTS FUND

FUND: 339

## Program Description:

The Economic Development Capital Projects Fund was created in FY 2003-04 as a funding source for capital improvement projects associated with the County's Economic Development program. These projects are capital improvements committed to be completed by the County as part of its effort to improve the quality of life of its citizens, provide high-quality job opportunities, and diversify the local economy. The fund also allows the citizens to more easily track the County's progress in completing these important projects.

## Appropriations:

The appropriations for the Economic Development Capital Projects Fund are listed following the Program Justification and Analysis.

## Program Justification and Analysis:

- **Toyota Plant Road Improvements:** In December 2002, Toyota Motor Manufacturing North America, Inc. announced that it would locate its sixth North American manufacturing facility in southern Bexar County. The \$800 million plant was completed 2007 and produced its first vehicle in November that year. The plant employed approximately 2,000 people, with the potential to employ as many as 4,000 if a second phase of the project is undertaken. As part of the County's contribution to the project, the County provided a ten-year, 100 percent tax abatement, competitive rail access (through the activities of the Bexar County Rail District), and road improvements totaling \$17.7 million. Of the \$17.7 million, approximately \$2.7 million was funded in the Special Road and Bridge Fund using previously budgeted and reprogrammed funds from other projects. This \$2.7 million funded the design and right-of-way acquisition.
- **PGA Village Tours Road Improvements:** Bexar County and the City of San Antonio lead the community's effort to make the County the location for the Professional Golfers Association (PGA) Village Resort project. This resort project will be located in North Bexar County. Bexar County has committed to construct \$2.4 million in road improvements associated with the PGA Village Resort, including \$1.1 million for Evans Road improvements, and \$1.3 million for an extension of Stone Oak.
- **City/County Road Improvements:** Bexar County provided the City of San Antonio \$3 million in funding for reconstruction, asphalt overlay and recycling, and hot paver laid microsurface on roads in and around the AT&T Center.

<b>Account Number</b>	<b>Projects</b>	<b>Total Project Budget</b>	<b>Total Estimated Project Expenditures Through 8/11/08</b>	<b>FY 2008-09 Available Funds</b>
<b>5220</b>	<b>Toyota South (Watson Rd to Loop 1604)</b>			
3849	Road Construction Service	\$9,758,000	\$8,529,382	\$1,228,618
4630	Public Notice	\$0	\$1,528	-\$1,528
5840	Right of Way	\$419,590	\$271,093	\$148,497
7006	Traffic Signal	\$0	\$196,455	-\$196,455
	<b>Subtotal</b>	<b>\$10,177,590</b>	<b>\$8,998,458</b>	<b>\$1,179,132</b>
<b>5226</b>	<b>Evans Road Improvements</b>			
3849	Road Construction Service	\$1,100,000	\$0	\$1,100,000
	<b>Subtotal</b>	<b>\$1,100,000</b>	<b>\$0</b>	<b>\$1,100,000</b>
<b>5228</b>	<b>Stone Oak Extension</b>			
3849	Road Construction Service	\$1,300,000	\$0	\$1,300,000
	<b>Subtotal</b>	<b>\$1,300,000</b>	<b>\$0</b>	<b>\$1,300,000</b>
<b>5229</b>	<b>Toyota North (Zarzamora to Watson Rd)</b>			
3849	Road Construction Service	\$12,522,000	\$ 11,705,418	\$ 816,581
5840	Right of Way	\$277,349	\$425,587	-\$148,238
	<b>Subtotal</b>	<b>\$12,799,349</b>	<b>\$ 12,131,005</b>	<b>\$ 668,343</b>
<b>5332</b>	<b>Toyota Applewhite South</b>			
5449	Economic Development Activity	\$14,850,588	\$14,850,588	\$0
	<b>Subtotal</b>	<b>\$14,850,588</b>	<b>\$14,850,588</b>	<b>\$0</b>
<b>5249</b>	<b>City/County Road Improvements</b>			
3849	Road Construction Service	\$3,000,000	\$3,000,000	\$0
	<b>Subtotal</b>	<b>\$3,000,000</b>	<b>\$3,000,000</b>	<b>\$0</b>
	<b>TOTAL AVAILABLE</b>	<b>\$43,227,527</b>	<b>\$38,980,051</b>	<b>\$4,247,475</b>



**Bexar County, Texas**  
**Adult and Juvenile Facilities Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>Project</b>	<b>Activity to Date</b>	<b>Funds Available</b>
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<b>AVAILABLE FUNDS</b>
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Intergovernmental Revenue	\$4,000,000	\$4,000,000	\$0
Proceeds from Long Term Debt	28,784,393	28,479,676	304,717
Proceeds from New Debt Issuance	0	0	0
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$32,784,393</b>	<b>\$32,479,676</b>	<b>\$304,717</b>

<b>APPROPRIATIONS</b>
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**Projects**

Jail Locks Phase II	\$3,331,485	\$3,325,430	\$6,055
ADC Annex 1:64 Conversion	268,880	268,880	0
Comal Street Project	4,165,637	4,164,238	1,399
Medium Risk Adult Detention Center Expansion	23,568,937	23,273,604	295,333
Laredo Street Roof Repair	307,825	307,825	0
Comal Street Temporary Buildings	1,139,699	1,139,699	0
<b>Total Projects</b>	<b>\$32,782,463</b>	<b>\$32,479,676</b>	<b>\$302,787</b>
<b>Contingencies</b>	<b>\$1,930</b>	<b>\$0</b>	<b>\$1,930</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$32,784,393</b>	<b>\$32,479,676</b>	<b>\$304,717</b>

# ADULT AND JUVENILE DETENTION FACILITIES FUND

FUND: 360

**Program Description:** The Adult and Juvenile Detention Facilities Fund accounts for the expenditure of the General Obligation Bond proceeds from the \$79 million authorized by the voters in November 1993 for the construction of adult and juvenile detention facilities in Bexar County. The proceeds from the sale of these bonds were used to purchase land and to fund project engineering and design, construction, equipment, and other related costs for detention facility projects. The following projects have been designed and completed: Comal Street Adult Detention Facilities renovations, Mission Road Juvenile Detention Facility expansion, the Southton Road Long Term Correctional Treatment Center for juveniles, and the Laredo Street Air Conditioning Repair Project. The County sold \$67 million of the \$79 million in General Obligation Bonds authorized by the voters to fund these projects.

The FY 2008-09 Adopted Budget includes funding for the Comal Street Project, and final funding for Phase II of the Adult Detention Center Lock Project.

**Appropriations:** The appropriations for the Adult and Juvenile Detention Facilities Fund are listed following the Program Justification and Analysis section for this fund.

## **Program Justification and Analysis:**

\$25 million in General Obligation bonds were sold in July 1994, and an additional \$19 million were sold in July 1995. In March 1999, \$10 million in bonds were sold to fund the expansion of the Adult Detention Center, now a medium risk facility. An additional \$13 million were sold in August 2000 to fund the completion of the Annex Expansion Project. Commissioners Court gave authorization in FY 1998-99 to modify original plans for the Work Release Facility in response to changes in the classification of inmates the facility needed to house.

- **Adult Detention Center Lock Project, Phase II:** The total cost for the project is approximately \$10.11 million and was phased in over three fiscal years. Phase I was budgeted in the County Buildings Capital Improvement Fund. Phase II in the Detention Facilities Fund, and Phase II was funded using 2003 Bond Referendum funds. All Phases are complete.
- **ADC Annex I: 64 Conversion Project:** The total cost for this project is approximately \$268,880. This project provides funding for the conversion of the ADC Annex from a one staff to 48 inmate supervision ratio to one to 64. The result of the completion of this project is the reduction of the necessity of housing Bexar County inmates in other counties at an estimated cost of \$1,012,530. The project will provide beds and other amenities in pods in the Adult Detention Center Annex to increase the staff to inmate ratio from 1:48 to 1:64.
- **Comal Street Project:** The existing Comal Street jail has undergone extensive renovations to improve the efficiency of the facility. These renovations included changes to the layout of the reception area and booking areas, as well as expansion of the medical, housing, laundry, and Pre-trial Services areas. The project budget was \$4,179,947. In FY 2004-05 an additional \$420,000 was added to this project budget for the inclusion of needed repairs to the facility. This project is closed out.
- **Medium Risk Adult Detention Center Expansion Project:** This project was programmed in the 1993 Farbstein and Associates report as a 320 bed expansion of the Comal Street Jail Annex to house the work release program; however changing population demands changed the scope of this project.

The expansion of the Work Release Program Project into a larger facility was reprogrammed and renamed in FY 1998-99 as the Medium Risk Adult Detention Center Project. Reprogramming the facility from work release to medium risk required design upgrades to further secure the facility. Construction on the Medium Risk Adult Detention Facility is complete and the facility is fully operational.

- **Laredo Street Roof Repair:** The Central Texas Parole Violators Facility needed significant roof repairs totaling an estimated \$250,000 and the FY 2004-05 Budget included a project budget in this amount. To complete the repairs, in FY 2005-06 \$49,840 was reprogrammed from the Medium Risk Adult Detention Center Expansion Project. The project budget was \$307,825; the project is effectively closed out.
- **Comal Street Temporary Buildings:** In FY 2006-07 it became necessary for Bexar County to make needed repairs to the Comal Street Jail and expand the capacity of the Medium Risk Facility due to overcrowding issues. The temporary building project was created to enable inmates to be moved to a secure location temporarily while repairs and other work is being performed in their units. Funding was provided for this project from the Comal Street Jail Project in the amount of \$1,139,699.

**Fund: 360**

**Agency: 501**

**Adult and Juvenile Detention Facilities Fund**

Project	Budget	Activity To Date	Funds Available
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**CAPITAL EXPENDITURES**

**3551 Jail Locks Phase II**

0110	Personnel	\$0	\$15,514	(\$15,514)
3600	Medical Services	0	115	(115)
3674	Architectural Services	267,339	267,339	0
4655	Contract Detention Services	0	126,320	(126,320)
8310	Building Equipment	3,064,146	2,916,142	148,004

<b>Total Jail Locks Phase II</b>	<b>\$3,331,485</b>	<b>\$3,325,430</b>	<b>\$6,055</b>
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**5540 ADC Annex 1:64 Conversion**

8040	Building Improvement	\$268,880	\$268,880	\$0
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<b>Total ADC Annex 1:64 Conversion</b>	<b>\$268,880</b>	<b>\$268,880</b>	<b>\$0</b>
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<b>Project</b>	<b>Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
<b>5961 Comal Street Project</b>			
3650 Legal Services	\$3,994	\$3,994	\$0
3825 Consulting Services	0	60,000	(\$60,000)
3831 Appraisal & Survey	2,150	2,150	\$0
3674 Architectural Services	566,908	566,908	0
3805 Program Management Services	75,445	75,445	0
3806 Construction Management Services	732,804	732,804	0
3820 Planning Services	36,398	36,398	0
3832 Site Surveys	5,265	5,265	0
3840 Financial Advisory Services	7,920	7,920	0
3899 Professional Fees	25,301	25,301	0
4685 Environmental Expense	13,736	13,736	0
4698 Permits and Fees	2,660	2,660	0
4699 Bond Issuance Services	20,852	20,852	0
5600 Insurance	26,175	26,174	1
8020 Buildings	30,695	30,694	1
8025 General Contractor	2,243,474	2,182,077	61,397
8026 Electrical Systems	187,944	187,944	0
8441 Furnishings	12,329	12,329	0
7911 Land Acquisition	171,587	171,587	0
<b>Total Comal Street Project</b>	<b>\$4,165,637</b>	<b>\$4,164,238</b>	<b>\$1,399</b>
<b>5965 Medium Risk Adult Detention Center Expansion</b>			
0110 Personnel Services	\$0	\$12,228	(\$12,228)
3806 Construction Management Services	1,452,911	1,440,683	12,228
3825 Consultant Services	19,538	19,538	0
4630 Public Notice	5,566	5,566	0
4698 Permits and Fees	93,850	93,850	0
4699 Bond Issuing Services	117,666	117,666	0
4840 Office and Other Equipment Repairs	770	770	0
5600 Insurance	20,633	20,633	0
6020 Office Supplies	64,212	169,581	(\$105,369)
6040 Maintenance Tools and Supplies	3,000	2,709	291
6199 Other Supplies	100,793	100,793	0
6450 Safety Supplies	2,000	1,356	644
7220 Clothing Bedding and Utensils	8,816	6,805	2,011
7850 Communication Equipment	10,835	10,835	0
7911 Land Acquisition	281,231	261,231	20,000

<b>Project</b>		<b>Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
8020	Construction	19,597,533	20,377,689	(780,156)
8310	Building Equipment	14,210	14,210	0
8441	Furnishings	327,283	327,283	0
8460	Kitchen Equipment	290,178	290,178	0
9400	Contingency	1,157,912	0	1,157,912
<b>Total Medium Risk Adult Detention Center Expansion</b>		<b>\$23,568,937</b>	<b>\$23,273,604</b>	<b>\$295,333</b>
<b>5972 Laredo Street Roof Repair</b>				
4830	Building and Ground Repair	\$57,840	\$307,825	(\$249,985)
8020	Construction	249,985	0	249,985
<b>Total Laredo Street Roof Repair</b>		<b>\$307,825</b>	<b>\$307,825</b>	<b>\$0</b>
<b>5902 Comal Street Temporary Buildings</b>				
3825	Consulting Services	\$46,000	\$46,000	0
8020	Buildings	1,093,699	1,088,204	5,495
8028	Site Work	0	5,495	(5,495)
<b>Total Comal Street Temporary Buildings</b>		<b>\$1,139,699</b>	<b>\$1,139,699</b>	<b>\$0</b>
<b>TOTAL CAPITAL EXPENDITURES</b>		<b>\$32,782,463</b>	<b>\$32,479,676</b>	<b>\$302,787</b>
<b>CONTINGENCIES</b>				
9400	Undesignated Funds	\$1,930	\$0	\$1,930
<b>TOTAL CONTINGENCIES</b>		<b>\$1,930</b>	<b>\$0</b>	<b>\$1,930</b>
<b>TOTAL DETENTION FACILITIES FUND</b>		<b>\$32,784,393</b>	<b>\$32,479,676</b>	<b>\$304,717</b>

# BEXAR COUNTY CAPITAL IMPROVEMENTS PROGRAM

## FIVE YEAR CAPITAL PLAN, FY 2008-09 TO FY 2013-14:

The Planning and Resource Management Department works with County offices and departments and the Commissioners Court to improve long range capital projects planning. As part of this process, offices and departments are encouraged to submit projects that they feel will be necessary within a five-year time frame to properly plan, even for those projects that may not be funded immediately. The five year plan is a tool that gives policy makers a view of the major capital needs the County will be facing over the next five years in terms of phasing in cost and funding requirements, potential impacts on operating budgets, and potential impacts on debt service requirements.

During the budgetary process, departments and offices submit capital project requests to the Planning and Resource Management Department. Each County office and department requesting an appropriation of capital funds prepares a project application on a standardized form which includes a general project description and justification of its importance or need. With assistance and coordination from the Planning and Resource Management Department, project applications are prioritized and prepared for presentation to Commissioners Court. During the capital improvement process, County leadership determines the most appropriate funding source for each approved project. The available funding sources include revenue from the General Fund, Special Road and Bridge Fund and various debt instruments. The funding source used depends on the type of project and available funds. In the case of debt financing, the County matches the terms of the debt to the useful life of equipment or structures.

In FY 2008-09 Bexar County has continued its aggressive Capital Improvements program. The FY 2008-09 Adopted Budget includes new debt issuance in the amount of \$52.8 million, including 17 new long term and 28 short term debt financed capital projects within the County Buildings Capital Improvements fund. The long term debt financed projects include;

- Water Service-Bullis Park (\$82,000)
- Replace Barbed Wire-Bullis Park (\$130,000)
- Renovation of Mental Health Unit (\$50,000)
- Radio System Antenna Enhancement at Justice Center, Courthouse and AT&T Center (\$500,000)
- Replace Damaged Corridor Panels-Justice Center (\$185,000)
- Replace Generator and Add Emergency Electrical Circuits-Courthouse (\$420,000)
- Replace/Renovate and Strip Parking Lots-Vista Verde, TASC, Building, Juvenile Detention, and Krier (\$300,000)
- ADC Roof Replacement, Waterproofing of Masonry Envelope, and Exterior Cleaning (\$1,300,000)
- Replace Kitchen Floor at ADC (\$550,000)
- Modifications/Upgrade to Electrical Power Supply-ADC Administration (\$290,000)
- Firing Range (\$2,500,000)
- Camp Bullis Easement (\$1,000,000)
- Borgfeld Road (\$3,000,000)
- CHRIS Project (\$250,000)
- Computer Aided Dispatch-BCSO (\$46,000)
- Automated Fingerprint Identification System (AFIS) (\$400,000)

- Capital Lease Buyout (\$8,450,000)

The FY 2008-09 short term debt financed capital projects are;

- Imaging for the District Clerk (\$130,000)
- Reconciling Software-District Clerk, County Clerk, Planning and Resource Management (PRM) (\$60,000)
- UPS Backup System for Forensic Science Center (FSC) (\$79,500)
- Breath Test Support Program (\$92,642)
- Video Teleconferencing-Criminal District Courts (\$187,491)
- Lakewood Acres Park Vehicles (5) (\$163,866)
- SAN Upgrade-Information Services - BCIS (\$302,577)
- Ethernet Migration-Vista Verde (\$143,134)
- Server Purchase-BCIS (\$41,382)
- Billing Software (\$26,881)
- T-1 Router-BCIS (\$15,274)
- Justice Center Wireless Project (\$24,903)
- Virtual Server R900-BCIS (\$41,559)
- Ruggedized Notebook Replacement-Countywide '09 (\$223,715)
- PC Replacement Project-Countywide '09 (\$1,968,581)
- Notebook Replacement-Countywide '09 (\$869,022),
- KOVIS (\$99,165)
- Vehicle Replacement - 90 (\$1,718,546)
- Radio Replacement BCSO-LE (\$500,000)
- 120# Dryer-Adult Detention Center (ADC) (\$14,800)
- Washer and Dryer Set-Juvenile Detention (\$15,000)
- Livescan Unit-Juvenile Probation (\$60,000)
- 20 Police Package Vehicles-Constables (\$600,000)
- Bexar County Sheriff's Office (BCSO)-Investigator, Sergeant, Power Shift (\$272,856)
- Pre-Trial Services Project (\$48,000)
  - Video Conferencing for Pre-Trial Services -\$28,000
  - Intake Station for Pre-Trial Services -\$20,000
- ZAP Trucks and Storage Project (\$97,000)
- Adult Probation Technology Project (\$159,639)

Also included in the Capital Improvement Funds, are the Flood Control Project Funds. During FY 2006-07, a Bexar County Flood Control Program for the County's Regional Watersheds (San Antonio, Salado, Cibolo, Medina, and Leon Creek) was developed by the Countywide Citizens Watershed Master Plan Committee. The Committee considered observations during recent flood events from emergency responders and others in the field; projects planned by suburban cities; and projects identified in partnership with federal and state agencies to address Bexar County's major drainage and flood control improvements. The Countywide Citizens Watershed Master Plan Committee have identified a total of approximately 71 proposed projects with an estimated cost of \$590 million dollars to be completed over the next nine years. The proposed projects are grouped into one of five categories; regional storm water detention facilities, enhanced conveyance, improved storm water outfalls, low water crossing improvements, or buyouts.

The FY 2008-09 Adopted Budget includes new debt issuance for existing and new flood control capital projects in the amount of \$68.2 million from bonds to be paid primarily through ad valorem flood tax revenue. Some of these projects include;

- Cibolo Creek Watershed Study (\$184,178)
- Hill Top Acres Buyout (\$38,996)
- Schaefer Road Drainage Project (\$232,615)
- Smithson Valley Low Water Crossing (\$447,875)
- Live Oak Slough - Quintana to IH35 (\$330,856)
- Mid Beitel Creek (\$1,693,346)
- Perrin-Beitel & Briar Glen (\$5,508,305)
- Jungman Road (\$94,291)
- Mission Reach Project (\$3,574,385)
- Museum Reach Project (\$8,037,121)
- Schaefer Road Drainage Phase I (\$2,501,400)
- Ingram Road Low Water Crossing (\$2,590,882)
- Hausman Drainage Phase I (\$593,262)
- Chimenea Creek (\$2,050,930)
- Huebner Creek at Prue Road (\$795,639)
- Huebner Creek Enhanced Conveyance (\$6,458,023)
- Upper Leon Creek Watershed (\$1,000,000)
- Boerne Stage Road (\$5,052,584)
- Shepherd Road at Elm Creek (\$1,161,895)
- Live Oak Slough Overflow Control (\$306,019)
- Laddie Placed (\$6,089,361)
- Shane Road Low Water Crossing (\$750,000)
- Rock Creek Enhanced Conveyance (\$790,247)
- San Pedro Huisache Phase II (\$403,855)
- Olmos Dam Repair (\$690,512)
- Balcones Heights Storm Water Facility (\$730,000)
- Calaveras 8 Increase Detention (\$1,190,959)
- Evans Road Low Water Crossing (\$1,124,424)
- Menger Road Low Water Crossing (\$477,737)
- Rosillo Tributary (\$675,000)
- Roland Ave. Bridge (\$234,295)
- Eisenhower Road Bridge (\$553,102)
- High Water Detection (\$864,500)
- Local Project Briggs (\$1,284,540)
- Project Management (\$1,311,765)
- Eagleland Reach (\$750,000)
- Local Projects - Precinct 1 and 3 (\$5,000,000)

The addition of the FY 2008-09 projects will affect future years' budgets. Although the debt structure of several of the projects will be phased over two or more years, the debt service on these projects will take most of the County's available debt capacity in future years. Some capacity has been reserved for projects that may be identified through the County's future capital projects planning process. The amount reserved for future capital projects is approximately \$10 million annually.



## **Operational and Personnel Costs:**

Future debt service on projects is not the only cost the County will incur. Operational and personnel costs for some of these projects are also a consideration in the County's decision to implement capital improvement projects.

The Juvenile Placement Facility assumes no net cost increase to the General Fund in FY 2008-09. The estimated staffing and operational cost of \$294,000 per year will be paid by reducing the Juvenile Probation Department's annual funding of residential child care services. The estimate includes staffing and operational costs for Juvenile personnel and Facilities operations.

The Juvenile Probation Center assumes no net cost increase to the General Fund. This project replaces an existing facility and therefore the staffing and operational costs should not increase. In fact, one might expect a decrease in operational costs due to new energy efficient machinery and building systems, in this project and all other renovation projects.

The Krier Juvenile Correctional Treatment Center assumes no net cost increase to the General Fund. This project provides upgrades to an existing facility and therefore the staffing and operational costs should not increase.

The Tejeda Juvenile Courts Building and Juvenile Justice Academy also assumes no net cost increase to the General Fund. This project provides upgrades to existing facilities and therefore the staffing and operational costs should not increase. However, Site Development for Juvenile Facilities includes an estimated annual impact to the General Fund of \$20,000. The estimate includes the annual cost for lighting of the new 550 surface parking spaces.

The Adult Probation Facility is estimated to result in an annual operational *savings* to the General Fund of \$365,000. This savings is a result of no longer needing to rent a facility for the Probation Department. The approximate annual cost for this building is approximately \$632,230 for maintenance and utilities at today's rates; however this new expansion will accommodate office and departments that are currently housed in leased facilities.

The Two Parking Garage projects net annual revenue produced from operating each of the 500 space parking garages is \$206,000. The estimated costs include \$169,000 for personnel and \$125,000 for operations for a total gross annual cost for each garage of \$294,000. The gross cost is expected to be offset by revenues of \$500,000 per facility, producing net revenue per garage of \$206,000. The net revenue per garage assumes that all parking spaces will be paid parking.

The Justice Center Expansion project net estimated annual operating cost is \$690,000. The estimated costs include \$360,000 for personnel (a construction Manager position, a Document Control Technician position) and \$840,000 for operations. The gross cost is expected to be offset by moving some offices out of space currently leased for \$510,000 annually.

One Constable/Justice of the Peace Facility is estimated to produce an annual operational savings of \$16,000. The estimated gross cost includes \$23,000 for personnel and \$53,000 for operations, for a total gross annual cost of \$76,000. The gross cost is expected to be off set by moving the offices out of space currently leased for \$92,000 annually.

Energy Projects project net estimated annual operating cost is \$4,711,800. The estimated cost includes \$134,161 for personnel (one Energy Manager Position and one Office Assistant IV Position) and \$4,577,639 for operations.

Financial Management System project net estimated annual operating cost is \$1,098,910. This includes \$397,620 for personnel (one Financial Systems Project Manager, one Financial Management Systems Project Technical Coordinator and one Financial Systems Trainer) and approximately \$701,290 for operations costs.

Juvenile Justice Information System the net project cost for this project is expected to be \$3,992,372. This project only requires maintenance support costs. There are no personnel costs anticipated for this project.

County Human Resource Integrated System this gross annual project cost is expected to be \$155,000 for required annual maintenance support costs. There are no personnel costs anticipated for this project.

Video Teleconference the net project cost is expected to be \$27,483. This project only requires annual maintenance support costs. There are no personnel costs anticipated for this project.

KOVIS System the gross project cost is expected to be \$9,586 for required annual maintenance support costs. There are no personnel costs anticipated for this project.

This Five-Year Capital Plan includes ongoing projects and new projects funded in the FY 2008-09 Adopted Budget, and newly identified projects that are currently not funded. It is important to note that all cost figures are expressed in current dollars and do not include cost escalations that are likely to occur. The County Buildings Capital Improvement Fund, described within this document, is used to fund improvements to County buildings and major capital equipment and systems purchases.

#### **On-Going Projects:**

The County also continues to implement and complete on-going projects described in previous budget documents. In FY 2003-04, the citizens of Bexar County approved a bond referendum consisting of 4 propositions for a total of \$99.2 million. These propositions include 39 capital improvement projects located throughout the County which provide for construction and improvements to County facilities and roads as well as a partnership with the City of San Antonio on projects such as an Emergency Operations Center and a Senior Citizens Multipurpose Facility. As a part of this undertaking, the FY 2003-04 Capital Improvements budget process consisted of working with offices and departments in identifying projects for possible inclusion within the bond referendum. In September 2003 the Joint City-County Citizens Bond Oversight Commission (CBOC) was created. The CBOC serves an advisory role to Commissioners Court and the San Antonio City Council. The CBOC is updated on a regular basis on progress of the Bond Program and through their oversight make recommendations to both the County and City Elected Officials regarding: review of scope; cost estimates; budget; schedule; public input; alternative delivery system; program management; and other capital processes of the Bond Projects. In 2005 the CBOC created two sub-committees to focus on public involvement and budget and finance resources. According to County Staff all projects will be under construction or substantially completed by 2009.

The County Buildings Capital Improvement Fund continues various projects including the Courthouse Restoration and Renovation project, elevator replacement, Justice Center roof replacement, fire alarm panel replacements and a firing range for the Sheriff's Office. The majority of the funds for these projects have been issued and the County is paying the debt service costs on those issuances.

The following list represent projects that may be considered in the future as a part of Bexar County's five year capital improvements program as funding becomes available or until alternatives to these projects can be explored. As noted above, this plan will be updated during the budget process before each fiscal

year. The Five-Year Capital Plan also includes projects being analyzed for feasibility that warrant consideration within the plan.

**Projects under consideration as part of the Five-Year Capital Plan**

<b>Requesting Dept</b>	<b>Project Title</b>	<b>Cost</b>
Criminal Justice and Planning	Build Out Forensic Science Center 3-4th Floors	10,000,000
	Central Magistration Facility	27,000,000
Infrastructure Services	Replace the Courthouse Emergency Generator	250,000
Sheriff's Office	Remodel Men's and Women's Bath/Locker Room	100,000
	Sheriff Substation Expansion	unknown
	Training Complex	unknown
	Driving Track	unknown
	Driving Track	unknown

The five year capital improvements plan can be modified if conditions change, or new projects are identified throughout the coming fiscal years. The plan will be updated just prior to the next capital budget cycle as a starting point to the process, and will be revised after the adoption of the budget to include any new projects that are funded or submitted.

# **DEBT SERVICE FUNDS**



Mission City Soccer/Rugby Park will be a 10 field complex consisting of 7 new soccer fields, 1 championship field and the realignment of 2 existing fields.



**Bexar County, Texas**  
**Debt Service Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Designated for Debt Service	\$17,695,433	\$38,249,359	\$30,336,246
<b>Total Beginning Balance</b>	<b>\$17,695,433</b>	<b>\$38,249,359</b>	<b>\$30,336,246</b>

**Revenue**

Ad Valorem Taxes	\$28,900,804	\$36,253,975	\$50,262,303
Revenue From Use of Assets	3,105,928	5,824,161	5,000,000
Interfund Transfers	14,651,787	579,847	150,000
Refunding Bond Proceeds	0	0	0
Proceeds of General Long Term Debt	0	1,150,013	0
Premiums From Bonds Issued	1,323,113	0	0
Miscellaneous	29,175	29,175	0
<b>Total Revenues</b>	<b>\$48,010,807</b>	<b>\$43,837,171</b>	<b>\$55,412,303</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$65,706,240</b>	<b>\$82,086,530</b>	<b>\$85,748,549</b>
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<b>APPROPRIATIONS</b>
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Debt Service	\$19,865,317	\$45,855,760	\$57,022,572
Bond Issuance	1,391,564	694,524	429,429
Refunding Payment	0	0	0
Paying Agent Fee	0	0	0
SARA Requirements	6,200,000	5,200,000	4,700,000

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$27,456,881</b>	<b>\$51,750,284</b>	<b>\$62,152,001</b>
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<b>Appropriated Fund Balance</b>	<b>\$38,249,359</b>	<b>\$30,336,246</b>	<b>\$23,596,548</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$65,706,240</b>	<b>\$82,086,530</b>	<b>\$85,748,549</b>
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# DEBT SERVICE FUND

FUND: 400

**Program Description:** The County issues Bonds, Certificates of Obligation, Commercial Paper, and Tax Anticipation Notes to fund capital improvement projects involving road construction, flood control, detention facilities, courtroom and administrative facilities and equipment. The budgeted amounts reflect the actual principal and interest payments on all outstanding debt. The following lists each currently outstanding debt issuance, its purpose, issuance date, and type and amount of debt. It should be noted that these funds do not include revenue bonds issued by the County to fund the design and construction of the Community Arena Venue Project (described later in this document). The bonds issued for that project are revenue bonds and are supported solely by Hotel/Motel Occupancy and Motor Vehicle Rental tax revenues. No other County revenues are pledged to support those revenue bonds. The debt issuances described here are backed by the ad valorem taxing authority of the County.

	<b>Bonds</b>	<b>Original Amount</b>
8809/8810	03/15/99 Refunding Bonds	\$31,974,985
8811	08/01/00 Bonds (Partial ref. 2.15.04, 9.15.05)	13,000,000
8812	04/15/02 Refunding Bonds	31,595,000
	02/15/04 Refunding Bonds (Partial ref. 9.15.05)	14,090,000
	10/15/04 Limited Tax Bonds	9,400,000
	10/15/04 Unlimited Tax Bonds	6,080,000
	09/15/05 Limited Tax Refunding Bonds	21,355,000
	05/1/06 Limited Tax GO Refunding Bonds	5,175,000
	10/15/04 Unlimited Tax Road Bonds	6,080,000
	09/10/07 Unlimited Tax Road Bonds	19,220,000
	06/01/08 Unlimited Tax Road Bonds	15,205,000
	 <b>Certificates of Obligation</b>	
	03/15/99 C.O. (Partial ref. 9.15.05)	12,000,000
8910	04/15/02 C.O. (Partial ref. 9.15.05)	14,215,000
	02/15/04 C.O.	14,500,000
	10/15/04 Tax & Rev. C.O. (Partial ref. 9.15.05)	23,960,000
	08/09/07 Pass-Through Rev & Ltd Tax Bonds	23,385,000
	09/10/07 Tax & Revenue C.O.	22,205,000
	06/01/08 Tax & Revenue C.O.	54,675,000
8911	05/15/02 C.O. - Flood	4,240,000
	10/15/04 Flood Control Tax & Rev. C.O.	3,595,000
	09/10/07 Flood Control Tax & Rev C.O.	71,820,000
	06/01/08 Flood Control Tax & Rev C.O.	68,975,000

## **Appropriations:**

	<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
Debt Service	\$19,865,317	\$45,855,760	\$57,022,572
Bond Issuance Fee	1,391,564	694,524	429,429
SARA Requirements	6,200,000	5,200,000	4,700,000
<i>Total</i>	<b>\$27,456,881</b>	<b>\$51,750,284</b>	<b>\$62,152,001</b>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget for all debt service payments totals approximately \$104,000,000. These payments include the debt service for debt issued by the San Antonio River Authority (SARA), which is a contractual requirement between Bexar County and SARA. Prior to FY 2004-05, funding for these debt service payments was forwarded to SARA and the debt service payments were made directly by SARA. Because these payments reflect actual debt service paid by Bexar County, they are more accurately reflected in the Debt Service Fund as payments required by Bexar County. The FY 2008-09 SARA debt service requirements is approximately \$4,700,000.
- The flood control and debt service ad valorem tax rates are annually adjusted so that ad valorem tax revenue will now be deposited directly into the Debt Service Fund instead of the Flood Control Fund. This will be an annual occurrence as Bexar County accomplishes its Ten Year Flood Control Program.
- Funding in the amount of \$429,429 is also appropriated for Bond Issuance Fees. These fees represent the cost of financial advisors, bond counsel and Rating Agencies that assist the County with the debt issuance process.
- Debt service payments in Program Changes for FY 2008-09 include:
  - A payment of \$3,041,207 for Commercial Paper utilized to pay for the FY 2008-09 Capital Improvements Projects and 2003 Bond Referendum Projects.
  - Payments totaling \$964,794 for the second year in payments associated with projects funded through the Advanced Transportation District.
  - New debt issuance is scheduled for the summer of 2009 to include Flood Control and General Certificates of Obligation is approximately \$13,087,450.



**Bexar County Limited Tax Bonds  
As of September 30, 2009**

<b>Year</b>	<b>Principal</b>	<b>Interest</b>	<b>SARA</b>	<b>Total</b>
2009	20,160,000	19,015,035	4,700,000	43,875,035
2010	21,890,000	17,906,593	5,500,000	45,296,593
2011	21,525,000	16,934,301	5,400,000	43,859,301
2012	22,545,000	15,980,416	5,000,000	43,525,416
2013	22,445,000	14,937,365	4,360,950	44,743,315
2014	20,300,000	13,913,427	3,144,511	37,357,938
2015	17,635,000	12,953,924	3,150,520	33,739,444
2016	16,825,000	12,126,416	3,145,706	32,097,122
2017	15,370,000	11,333,755	3,144,810	29,848,565
2018	16,115,000	10,601,433		26,716,433
2019	16,860,000	9,862,391		26,722,391
2020	15,250,000	9,112,876		24,362,876
<b>Total</b>	<b>\$226,920,000</b>	<b>\$164,677,932</b>	<b>\$37,546,497</b>	<b>\$429,144,429</b>

# **VENUE PROJECT FUNDS**



Classics Elite Soccer proposed 5 tournament quality soccer fields at McAllister Park. Development will include irrigation, lights, parking and restrooms.



**Bexar County, Texas**  
**Community Venue Project - Overall Fund Summary**  
**Fiscal Year Ending September 30, 2009**

**Fund 911**

	<b>FY 2006-07 Actual</b>	<b>FY 2007-08 Estimate</b>	<b>FY 2008-09 Budget</b>
<b>AVAILABLE FUNDS</b>			
<b>Beginning Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,998,204</b>
<b>REVENUE</b>			
Debt Proceeds			
2008 New Bond Proceeds	\$0	\$10,998,204	\$73,480,000
Future Debt Issuance	0	0	336,581,823
Other Fees:			
Hotel/Motel Occupancy Tax	0	0	13,650,400
Motor Vehicle Rental Tax	0	0	6,890,000
Revenue from Use of Assets	0	0	1,071,900
Spurs License Fee	0	0	1,300,000
Transfer from 590	0	0	40,068,185
<b>Total Revenue</b>	<b>\$0</b>	<b>\$10,998,204</b>	<b>\$473,042,308</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$0</b>	<b>\$10,998,204</b>	<b>\$484,040,512</b>
<b>APPROPRIATIONS</b>			
General Government	\$0	\$0	\$1,334,289
Debt Service:	0	0	8,377,596
Projects	0	0	415,000,000
Restricted Reserves and Coverage Account			27,384,964
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$452,096,849</b>
<b>Appropriated Fund Balance</b>	<b>\$0</b>	<b>\$10,998,204</b>	<b>\$31,943,663</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$ 10,998,204</b>	<b>\$ 484,040,512</b>

**Bexar County, Texas**  
**Community Venue Project - Debt Service Summary**  
**Fiscal Year Ending September 30, 2009**

**Fund 911**

	<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
	<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>
<b>AVAILABLE FUNDS</b>			
<b>Beginning Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$754,614)</b>
<b>REVENUE</b>			
Other Fees:			
Hotel/Motel Occupancy Tax	\$0	\$0	\$13,650,400
Motor Vehicle Rental Tax	0	0	6,890,000
Revenue from Use of Assets	0	0	1,071,900
Spurs License Fee	0	0	1,300,000
<b>Total Revenue</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,912,300</b>
<b>TOTAL AVAILABLE FUNDS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,157,686</b>
<b>APPROPRIATIONS</b>			
Debt Service:			
2008 A Visitor Tax Bonds	\$0	\$0	\$2,480,039
2008 B Visitor Tax Bonds	0	0	4,265,438
2008 C Visitor Tax Bonds	0	0	254,369
2008 D Visitor Tax Bonds	0	0	275,550
Costs of Issuance	0	754,614	1,102,200
<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$0</b>	<b>\$754,614</b>	<b>\$8,377,596</b>
<b>Appropriated Fund Balance</b>	<b>\$0</b>	<b>(\$754,614)</b>	<b>\$13,780,090</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,157,686</b>

**Bexar County, Texas**  
**Community Venue Project Fund Balance**  
**Fiscal Year Ending September 30, 2009**

**Fund 911**

<b>Project</b>	<b>Project Budget</b>	<b>Activity To Date</b>	<b>Funds Available</b>
<b><u>PROPOSITION 1</u></b>	\$28,000,000	\$0	\$28,000,000
<b>Total</b>	<b>\$28,000,000</b>	<b>\$0</b>	<b>\$28,000,000</b>
<b><u>PROPOSITION 2</u></b>	\$30,000,000	\$0	\$30,000,000
<b>Total</b>	<b>\$30,000,000</b>	<b>\$0</b>	<b>\$30,000,000</b>
<b><u>PROPOSITION 3</u></b>	\$5,000,000	\$0	\$5,000,000
<b>Total</b>	<b>\$5,000,000</b>	<b>\$0</b>	<b>\$5,000,000</b>
<b><u>PROPOSITION 4</u></b>	\$19,760,000	\$0	\$19,760,000
<b>Total</b>	<b>\$19,760,000</b>	<b>\$0</b>	<b>\$19,760,000</b>
<b>GRAND TOTAL</b>	<b>\$82,760,000</b>	<b>\$0</b>	<b>\$82,760,000</b>

# Community Venues Program Office

FUND: 911  
AGENCY: 900

**Mission:** The Community Venues Program Office (CVP) mission is to oversee and implement the four Initiatives approved by Bexar County Citizens in the May, 2008 election. CVP will provide quality oversight, effective quality control and responsive service to all 19 approved projects, the Bexar County citizens, and Commissioners Court in a fair and equitable manner.

**Vision:** CVP office is committed to providing oversight of planning, construction and stability of all 19 projects to insure fiscal responsibility, quality management and provide advice for continued success. The office strives to develop trust within the community, while expanding convention and tourism activity, through timely completion and successful longevity of projects.

## **Goals and Objectives:**

- Provide oversight on Phase I planning and hiring
- Provide quality control throughout the construction Phase
- Ensure fiscal responsibility of the CVP office and all projects
- Provide leadership and insight into the sustainability of projects
- Restore and enhance the S A River to its natural habitat and flow
- Enhance local arts and culture
- Increase quality of life for Bexar County citizens
- Create first class facilities
- Enhance tourism activity
- Promote workforce diversity
- Develop a quality useful website
- Provide updated information through our website

**Program Description:** The CVP office, which is composed of the Program Director, and Office Assistant will serve as the County's point of contact regarding the venue projects that were approved by voters on May 10. The office is responsible for budgetary and personnel decisions except for certain positions that are either elected or appointed by the judiciary or other statutory boards and commissions to include, the District Attorneys office, the SWMBE office and the Auditors office. The Program Director will oversee development of the contracts, inter-local agreements as well as oversee the development and implementation of all 19 contracts. The Bexar County Commissioners Court unanimously approved 19 agreements with various organizations to develop athletic, performing art, cultural art and San Antonio River projects using the proposed extension of the visitor tax which is a combination of a 1.75% levy on hotel rooms and a 5% levy on short term car rentals, to fund the projects divided into the following funding and initiatives:

## **PROPOSITION 1**

### **San Antonio River Improvements:**

\$125 Million has been allocated for San Antonio River expansion and improvements. These improvements are to be made in three different parts of the river; Park Reach - \$12.5 Million, Eagleland Reach - \$2.8 Million, and Mission Reach - \$109.7 Million. These improvements will connect the river from Brackenridge Park to Mission Espada. Other aspects of these projects will restore the natural course of the river south of downtown to Mission Espada and restore the natural ecosystem by planting

thousands of native trees and grasses. In addition, hike and bike trails, pedestrian footbridges, recreational amenities and river access points will be added to the river.

## **PROPOSITION 2**

### **Amateur Sports Facilities:**

Funding in the amount \$80 Million has been allocated for Proposition 2 which provides for the purchase, acquisition, construction and equipping of Youth and Amateur Athletic Facilities in Bexar County. This proposition consists of a total of 13 projects.

- **Brooks Soccer/Rugby**  
This project expands the existing Park by adding 10 full-sized soccer fields to the 4 existing fields. \$5 Million;
- **Classics Elite Soccer**  
This project develops 5 soccer fields, concession stands, and restrooms at McAllister Park. \$1.2 Million;
- **Culebra Creek Soccer**  
This project expands the existing Park by adding 14 full-sized soccer fields to the 8 existing fields. \$5.23 Million;
- **Hartman Soccer**  
This project develops 15 international-sized soccer fields and a 16-acre special needs park. \$5 Million;
- **McAllister Little League**  
This project develops 6 youth baseball fields and 4 adult baseball fields at McAllister Park. \$2.67 Million;
- **Mission Concepcion Athletic Complex**  
This project develops a full athletic complex that includes 6 basketball gymnasiums, a youth baseball 4-plex, 2 softball fields, 1 T-ball field, a full track with a football field, and a 1-mile cross country track. \$16.1 Million;
- **Missions Baseball Academy**  
This project develops 11 baseball diamonds with the Missions Baseball Club and adult youth leagues. \$4 Million;
- **National Swim Center**  
This project develops a 4,000 seat stadium and an Olympic-sized outdoor pool. \$7 Million;
- **St. Mary's Complex**  
This project develops a Division II athletics complex at St. Mary's University. \$6 Million;
- **South East Skyline Pony League**  
This project develops a 7-field Pony League baseball complex. \$3.3 Million;



- **Texas Fencing Center**  
This project develops an 12 strip international training and competition center for fencing. \$2 Million;
- **UTSA Complex**  
This project develops a Division I athletics complex at the Loop 1604 Campus. \$15 Million;
- **Wheatley Heights Complex**  
This project develops an athletic complex that includes a softball 4-plex, a full track with a football field, 5 practice/tournament football fields, and a soccer practice area. \$7.5 Million.

### **PROPOSITION 3**

#### **Community Arenas and Grounds**

\$100 Million has been allocated for Proposition 3. Bexar County residents own the Freeman Coliseum, the AT&T Center and the Exhibition and Stock Show Facilities. The desire of this Proposition is to be a responsible landlord, good community leader, and keep these facilities up-to-date and viable for our tenants and citizens.

- **Freeman Coliseum**  
Improvements in this project include replacing the lower seating section, upgrading to Adults with Disability standards, heating, ventilation and air-conditioning upgrades, a new sound system and stage, and building improvements. \$10 Million
- **Exhibition and Stock Show Facilities**  
This project will enable the facility to be renovated into a multi-purpose and climate controlled agricultural facility. \$15 Million
- **AT&T Center**  
This project will enhance the arena's technology and mechanical systems and will provide for expanded/increased flexible meeting space to allow the building to compete and attract more events and functions. \$75 Million

### **PROPOSITION 4**

#### **Performing Arts Facilities**

\$110 Million has been allocated for three projects to upgrade and improve Performing Arts Facilities in Bexar County.

- **Alameda Theater**  
This project includes renovation, restoration, and expansion of The Alameda National Center for Latino Arts and Culture. \$6 Million
- **Briscoe Western Art Museum**  
This project Renovates historic Hertzberg Museum site along the Riverwalk. The County investment leverages private foundation funding. \$4 Million
- **Performing Arts Center**  
This project includes a 1,700 seat, 180,000 gross square foot multiple purpose, variable acoustic hall with double pit lift, a 350-seat capacity, multiple purpose, multiple form, acoustically sound

Studio Theater, a 3,000 square foot rehearsal hall, an adequate lobby space of 8-10 square feet per person, an educational facility, and administrative and resident company offices. \$100 Million

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$0	\$0	\$0	\$499,789
Travel and Remunerations	0	0	0	10,000
Operational Costs	0	0	0	816,760
Supplies and Materials	0	0	0	7,740
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,334,289</i>

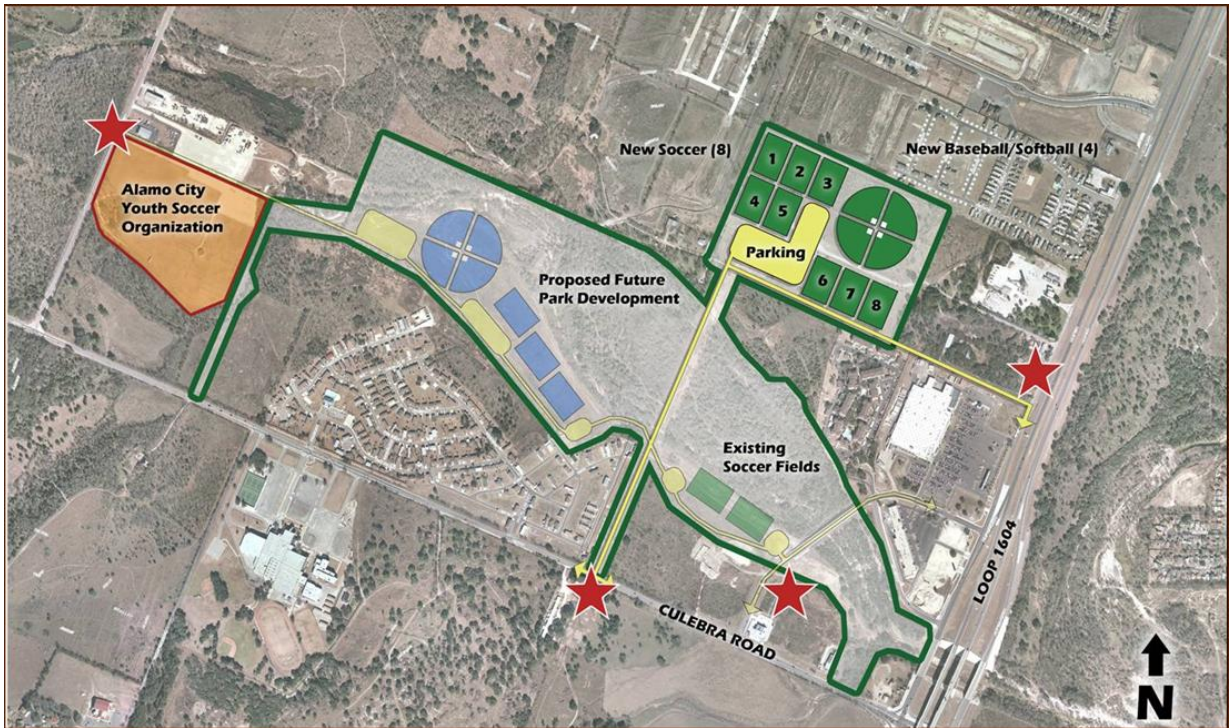
**Program Justification and Analysis:**

- Overall, the FY 2008-09 Community Venues Program Office Budget reflects full funding of the Office.
- The Personnel Services group represents full funding for all authorized positions for FY 2008-09.
- The Travel and Remunerations group represents full funding for a travel budget for the office. Funding from this group supports the office for travel and training related to the propositions for staff.
- The Operational Costs group represents full funding for the operations of the office. Funding is appropriated in this group for consultants for the Amateur Sports and Performing Arts initiatives. This increase also represents funding for website development for the Community Venue Program Office website. Legal Services is also budgeted in this appropriation for costs associated with issuance of the bonds.
- The Supplies and Materials group represents full funding for the supplies and materials needed in this office. This funding includes furniture and office supplies for positions budgeted in this office.

**Authorized Positions:**

	FY 2006-07	FY 2007-08	FY 2008-09
	Actual	Estimate	Budget
Director	0	1	1
Office Assistant IV	0	1	1
Attorney V	0	1	1
Legal (supplement)	0	1	1
Paralegal	0	0	1
SWMBE Analyst	0	1	1
Auditor IV	0	0	1
<i>Total -Community Venues Program Office</i>	<i>0</i>	<i>5</i>	<i>7</i>

# **ENTERPRISE FUNDS**



Culebra Creek Soccer Park will add 8 new soccer fields to the existing fields along with 4 new baseball diamonds.



**Bexar County, Texas**  
**Other Post Employ Benefit (OPEB) Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$0	\$0	\$5,150,000
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,150,000</b>

**Revenue**

Interest From Investments			
Interest From Sweep			
Other Income			
Premiums	\$0	\$894,201	\$4,156,297
Transfers	0	6,546,423	5,000,000
<b>Total Revenues</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$9,156,297</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$14,306,297</b>
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<b>APPROPRIATIONS</b>
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General Government	\$0	\$2,290,624	\$4,156,297
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<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$0</b>	<b>\$2,290,624</b>	<b>\$4,156,297</b>
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<b>Appropriated Fund Balance</b>	<b>\$0</b>	<b>\$5,150,000</b>	<b>\$10,150,000</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$14,306,297</b>
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# Other Post Employee Benefit Fund

FUND: 050  
AGENCY: 999

**Program Description:** GASB Statement 45 was issued in 2004 as a result of a growing concern that state and local governments were not recognizing the total cost of post-employment benefits, such as retiree health benefits, in their annual financial statements. The Statement requires that these costs now be reported. Bexar County must now recognize other post-employment benefits (OPEB) earned by employees during the time they were actually employed. In order to comply with GASB 45 Bexar County has established a new OPEB fund.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Operational Costs	\$0	\$0	\$2,290,624	\$4,156,297
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$2,290,624</i>	<i>\$4,156,297</i>

## Program Justification and Analysis:

- The FY 2008-09 Adopted Budget represents funding of \$2,500,000 from the General Fund and \$2,500,000 from the Self Insured Workers Compensation Fund to be transferred into the new OPEB Fund. FY 2007-08 the total amount of the transfer from the General Fund was \$5,150,000.
- Operational Costs increases significantly when compared to FY 2007-08 estimates due the cost of retiree's claims being expensed from this fund.
- Bexar County will continue to contribute to this fund to satisfy the GASB 45 reporting requirements.

**Bexar County, Texas**  
**Self Insured Fund - Health and Life Insurance**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$344,796	\$418,367	\$108,507
<b>Total Beginning Balance</b>	<b>\$344,796</b>	<b>\$418,367</b>	<b>\$108,507</b>

**Revenue**

Stop Loss Recovery	\$0	\$511,884	\$1,000
Insurance Rebates	0		
Other Income	51,324	0	
Premiums	24,624,941	25,141,342	27,116,443
Interfund Transfer	2,200,000	2,860,749	

<b>Total Revenues</b>	<b>\$26,876,265</b>	<b>\$28,513,975</b>	<b>\$27,117,443</b>
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<b>TOTAL AVAILABLE FUNDS</b>	<b>\$27,221,061</b>	<b>\$28,932,342</b>	<b>\$27,225,950</b>
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<b>APPROPRIATIONS</b>
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General Government	\$26,802,694	\$27,427,413	\$27,415,407
Interfund Transfer to OPEB	0	1,396,423	0
Contingencies	0	0	0

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$26,802,694</b>	<b>\$28,823,836</b>	<b>\$27,415,407</b>
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<b>Appropriated Fund Balance</b>	<b>\$418,367</b>	<b>\$108,507</b>	<b>(\$189,457)</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$27,221,061</b>	<b>\$28,932,342</b>	<b>\$27,225,950</b>
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# SELF INSURED – HEALTH AND LIFE FUND

FUND: 500

**Program Description:** Self-Insurance is an alternate financing system in which an employer remits only a portion of the conventional premium to an insurer to cover the cost of administering the benefits program and of providing specific and aggregate stop-loss insurance. The employer, usually referred to in this case as the self-insured, funds a "bank account" that the insurance company draws upon for the payment of claims. Employee and County contributions as well as payments from retirees and COBRA participants are deposited into the account.

Each year Bexar County examines the health insurance plans offered to employees to determine if the benefits plans offered are consistent with those being offered by other employers in Bexar County, if the premiums required of employees is competitive and financially responsible, and if the overall cost of the plan meets the demands of the County's budgeting requirements. The County also provides life insurance that is equal to the employee's annual salary up to a maximum of \$200,000. There is a double indemnity accidental death and dismemberment clause, which provides for additional coverage equal to the employee's annual salary with a maximum of \$200,000 in the event of the employee's accidental death.

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
General Government	\$388,339	\$369,421	\$422,616	\$429,810
Administrative Fee	1,711,302	2,073,125	2,054,329	2,305,691
Claims Expense	24,217,248	24,807,646	24,439,170	24,156,361
Insurance Expense	485,805	454,747	511,298	511,298
Contingencies	0	11,521	0	12,247
Interfund Transfer	0	0	1,396,423	
<b>Total</b>	<b>\$26,802,694</b>	<b>\$27,716,460</b>	<b>\$28,823,836</b>	<b>\$27,415,407</b>

## Program Justification and Analysis:

- The General Government group increases 1.7 percent compared to FY 2007-08 estimates. This increase is due to fully funding all authorized positions.
- Administrative Fees are those expenses paid to the County's Health Insurance Third Party Administrator. Included in the administrative fee is the County's payment for Stop Loss premiums. Stop Loss payments limit the County's total liability for Health Insurance. Should the County liabilities exceed a specified amount, the County is refunded the amount over the Stop Loss ceiling. The FY 2008-09 Adopted Budget represents a 12.2 percent increase for funding based on FY 2007-08 estimates.

- Claims Expense represents the health and life insurance claims that Bexar County pays in a given fiscal year. The FY 2008-09 Adopted Budget represents a 9.6 percent decrease compared to FY 2007-08 estimates. This decrease in the budget is primarily due to the claims expenses for retirees on the County plan funded from the new Other Post Employee Benefits Fund.
- Insurance Expense is for the administration of the County's Life Insurance premiums. The FY 2008-09 Adopted Budget remains the same as the FY 2007-08 estimates.
- Contingencies are adopted in the amount of \$12,247 to fund salary increases in FY 2008-09.
- It is projected that medical costs will increase by 5.9 percent in FY 2008-09 compared to FY 2007-08 estimates. All co-payments, deductibles, and co-insurance amounts are to remain the same. Due to mitigating circumstances with the rise in Health Care the Bexar County employee's premiums will be increased in FY 2008-09 as well as the County's contribution. The County will also be investigating alternative measures to lower the costs of contributions to this fund as health care is anticipated to continue to rise in upcoming years.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Analyst - Human Resources	1	1	1
Benefits Administrator	1	1	1
Human Resources Technician I	1	1	1
Human Resources Technician II	1	1	1
<i>Total-Health and Life Fund</i>	<b>4</b>	<b>4</b>	<b>4</b>

**Bexar County, Texas**  
**Self Insured Fund - Workers Compensation**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$2,193,009	\$4,567,141	\$6,141,220
<b>Total Beginning Balance</b>	<b>\$2,193,009</b>	<b>\$4,567,141</b>	<b>\$6,141,220</b>

**Revenue**

Stop Loss Recovery	\$0	\$15,639	\$1,000
Insurance Premiums	3,146,320	3,108,370	3,200,000
Other Income	84,303	36,289	500

<b>Total Revenues</b>	<b>\$3,230,623</b>	<b>\$3,160,298</b>	<b>\$3,201,500</b>
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<b>TOTAL AVAILABLE FUNDS</b>	<b>\$5,423,632</b>	<b>\$7,727,439</b>	<b>\$9,342,720</b>
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<b>APPROPRIATIONS</b>
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General Government	\$856,491	\$1,586,219	\$2,387,002
Interfund Transfer	0	0	2,500,000
Contingencies	0	0	6,514

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$856,491</b>	<b>\$1,586,219</b>	<b>\$4,893,516</b>
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<b>Appropriated Fund Balance</b>	<b>\$4,567,141</b>	<b>\$6,141,220</b>	<b>\$4,449,204</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$5,423,632</b>	<b>\$7,727,439</b>	<b>\$9,342,720</b>
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# SELF INSURED – WORKERS COMP

FUND: 505

**Program Description:** The goal of the Workers Compensation Self-Insurance Program is to ensure that employees who are injured or disabled on the job are provided with adequate monetary compensation, eliminating the need for litigation.

The County Planning and Resource Management Department works to administer the County’s Workers’ Compensation Program. Numerous measures to control workers compensation related expenses have been established. The Workers’ Compensation Program will continue to increase the review of outstanding workers’ compensation claims and to monitor decisions regarding claims. Strong support from adjusters, supervisors and managers working with Planning and Resource Management staff, office and department employees and medical groups have created a team approach to workers’ compensation. Early intervention assists employees in returning to work more quickly either through modified duty programs or full duty return to work.

The Workers’ Compensation Program was expanded to provide increased training for employees and supervisors in an effort to prevent accidents resulting in workers compensation claims. Classes are conducted in CPR and first aid, ergonomics, back lifting, defensive driving, fire extinguisher training and fire evacuation procedures. Workers compensation training is also offered to supervisors and employees. Strong support from the Sheriff’s Office and Infrastructure Services provide modified duty jobs that have resulted in reduced indemnity and medical claims. Workstation evaluation resulted in minimizing occupational repetitive motion trauma and helped reduce high cost claims for repetitive upper extremities. Education and evaluation continues with all departments. Early intervention by case managers has resulted in returning injured employees back to work – often in less than seven days. This has also reduced indemnity and medical costs.

All lost-time cases are assigned case managers who work directly with the employee and the medical provider to provide the best quality medical attention and assist the employee in returning to work in a more timely fashion. Through open discussions with offices and departments, the Third Party Administrator and staff have developed better understanding of work requirements, causes of injuries, and remedies. Peer reviews are utilized to challenge cases taken to the Workers Compensation Commission, making it more difficult for one medical provider to keep an employee off work unnecessarily.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
General Government	\$61,356	\$65,407	\$65,143	\$636,543
Claims Expense	429,020	1,361,241	1,131,857	1,361,241
Insurance Expense	366,116	371,801	389,219	389,219
Contingencies	0	2,886		6,514
Interfund	0	0	0	2,500,000
<b>Total</b>	<b>\$856,492</b>	<b>\$1,801,335</b>	<b>\$1,586,219</b>	<b>\$4,893,517</b>

**Program Justification and Analysis:**

- The General Government group increases significantly compared to FY 2007-08 estimates due to funding for the Employee Clinic and Wellness Coordinator position authorized in FY 2007-08. Also funded in this group is \$500,000 for costs associated with the implementation of the Wellness Clinic.
- Claims Expense increases 20.3 percent compared to FY 2007-08 estimates due to an increase in Worker’s Compensation Claims anticipated.
- Insurance Expense is that amount paid to Bexar County’s Third Party Administrator and insurance for stop loss coverage. Insurance Expense remains the same as FY 2007-08 estimates.
- Contingencies are adopted in the amount of \$6,514 to support any salary increases that Commissioners Court authorized in FY 2008-09.
- The Adopted Interfund transfer in the amount of \$2,500,000 represents funding allocated for the County’s ongoing commitment to fund Other Post Employee Benefits.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Workers Compensation Specialist	1	1	1
Employee Clinic & Wellness Coordinator	0	0	1
<b><i>Total – Workers Compensation Fund</i></b>	<b><i>1</i></b>	<b><i>1</i></b>	<b><i>2</i></b>

Bexar County, Texas  
 Records Management Center  
 Fiscal Year Ending September 30, 2009

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$511,966	\$657,662	\$615,325
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$511,966</b>	<b>\$657,662</b>	<b>\$615,325</b>

**Revenue**

Interest from Investments	\$32,771	\$3,520	\$1,000
Other Income	3,940	383,283	386,197
Interfund Transfers	368,690	28,000	0
<b>Total Revenues</b>	<b>\$405,401</b>	<b>\$414,803</b>	<b>\$387,197</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$917,367</b>	<b>\$1,072,465</b>	<b>\$1,002,522</b>
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<b>APPROPRIATIONS</b>
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Operational Cost	\$259,705	\$247,954	\$266,844
Capital	0	209,186	112,581
Contingencies	0	0	6,773

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$259,705</b>	<b>\$457,140</b>	<b>\$386,197</b>
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<b>Appropriated Fund Balance</b>	<b>\$657,662</b>	<b>\$615,325</b>	<b>\$616,325</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$917,367</b>	<b>\$1,072,465</b>	<b>\$1,002,522</b>
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# RECORDS MANAGEMENT CENTER FUND

FUND: 575  
AGENCY: 108

**Mission:** The Records Management Committee will provide leadership through the Records Facility Manager in the development, allocation and management of resources to meet County office records storage and document conversion needs while securing and preserving the records of Bexar County in accordance with the Local Government Records Act of 1989.

**Vision:** We envision the Records Management Committee to have a state-of-the-art Records Management Facility that will meet the records storage needs of all County offices and departments, be in compliance with the Local Government Records Act of 1989 for the preservation and maintenance of local government records, and provide convenient access and retrieval of County records to County offices and the general public.

**Program Description:** The Records Management Facility Fund is an enterprise fund created to provide space to County offices and departments for the storage of records. The facility, located at 232 Iowa Street, allows the County to consolidate all its records in one facility. In the future, the facility will also become a records technology center where records currently stored on paper can be microfilmed for storage or imaged into an appropriate format so they can be electronically delivered to the offices or departments requesting them.

## **Performance Indicators:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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### **Work Load Indicators:**

Records Storage Space Recovered	3,000	4,000	4,600
Records Storage Projects Completed	4	3	5
Building Square Feet Maintained	72,000	72,000	72,000

### **Efficiency Indicators:**

Number of Square Feet Utilized for Storage	58,000	58,000	58,000
Percent of Projects Completed	90%	85%	90%
Number of County Offices Using the Records Ctr.	36	37	40
Number of County Offices Destroying paper	17	20	25

### **Effectiveness Indicators:**

Percentage of Space previously used to Reused Space	85%	95%	97%
Percent of County Offices Using the Records Ctr.	75%	76%	78%
Percent of projects completed	85%	85%	90%
Percentage of County Offices Destroying paper	46%	60%	70%

## **Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$134,082	\$137,187	\$138,923	\$153,119
Operational Costs	84,441	89,800	98,932	100,199
Supplies and Materials	6,234	10,125	10,100	13,525
Capital Expenditures	34,948	\$285,885	209,186	112,581
Contingencies	0	37,736	0	6,773
<i>Total</i>	<b>\$259,705</b>	<b>\$560,733</b>	<b>\$457,141</b>	<b>\$386,197</b>

## **Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget decreases 15 percent when compared to FY 2007-08 estimates. This decrease is due to a decrease in funding in the Capital Expenditures as described below.
- The Personnel Services group increases 10.2 percent when compared to FY 2007-08 estimates. This increase is due to a program change that deletes the temporary Office Assistant and adds funding for a full time Office Assistant.
- The Operational Costs group increases 1.3 percent compared to FY 2007-08 estimates due to an increase in the Janitorial Contract.
- The Supplies and Materials group increases 33.9 percent compared to FY 2007-08 estimates due to increase funding for painting Warehouse A, B, and C floor surface.
- Capital purchases, totaling \$112,581, are to update the Fire Alarm, Fire Protection Equipment, Sprinkler Heads, and Electrical Work. Funding for FY 2007-08 was used for one industrial shredder and additional shelving and fencing. Also funded in FY 2007-08 was additional Capital for installing air conditioning.
- The Contingencies group includes \$6,773 to fund anticipated salary increases in FY 2008-09.
- There is one program change adopted for FY 2008-09 at a cost of \$17,661.
  - Deletion of one Temporary Office Assistant II (NE-03) and the addition of one full-time Office Assistant II (NE-03).



**Policy Considerations:** During the FY 2008-09 Budget process the Commissioner’s Court gave direction to the Planning and Resource Management Department to conduct a Space Allocation Study on the Records Management Center. The purpose of the study is to provide the County with a plan to begin to clear out the Records Storage Center of un-needed materials and open additional space in the current center for additional Records to be stored in the future. Information will be gathered with the assistance of the records center staff and offices/departments. Also, research will be conducted on types of records and statutes that govern them and technology such as scanning and paperless records will be evaluated. Site visits will be conducted at the center and at departments that are currently becoming paperless. A report will be delivered with recommendations on how to free space in the Records Center and how to continue to utilize the Center to its maximum efficiency.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Records Management Center Manager	1	1	1
Maintenance Mechanic I	1	1	1
Office Assistant II	0.5	0.5	1
<i>Total – Records Management Center Fund</i>	<i>2.5</i>	<i>2.5</i>	<i>3</i>

**Bexar County, Texas**  
**CJPC – Appellate Public Defenders Office**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Budget</b>

<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$0	\$149,005	\$20,394
Designated for Encumbrances	0	0	0

<b>Total Beginning Balance</b>	<b>\$0</b>	<b>\$149,005</b>	<b>\$20,394</b>
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**Revenue**

Task Force on Indigent Defense - APDO	\$268,134	\$178,756	\$74,482
Task Force on Indigent Defense - Pilot Project	200,000	0	70,260
Grants In Aid	207,840	306,963	419,477
Intergovernmental Revenue	0	0	50,434

<b>Total Revenues</b>	<b>\$675,974</b>	<b>\$485,719</b>	<b>\$614,653</b>
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<b>TOTAL AVAILABLE FUNDS</b>	<b>\$675,974</b>	<b>\$634,724</b>	<b>\$635,047</b>
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<b>APPROPRIATIONS</b>
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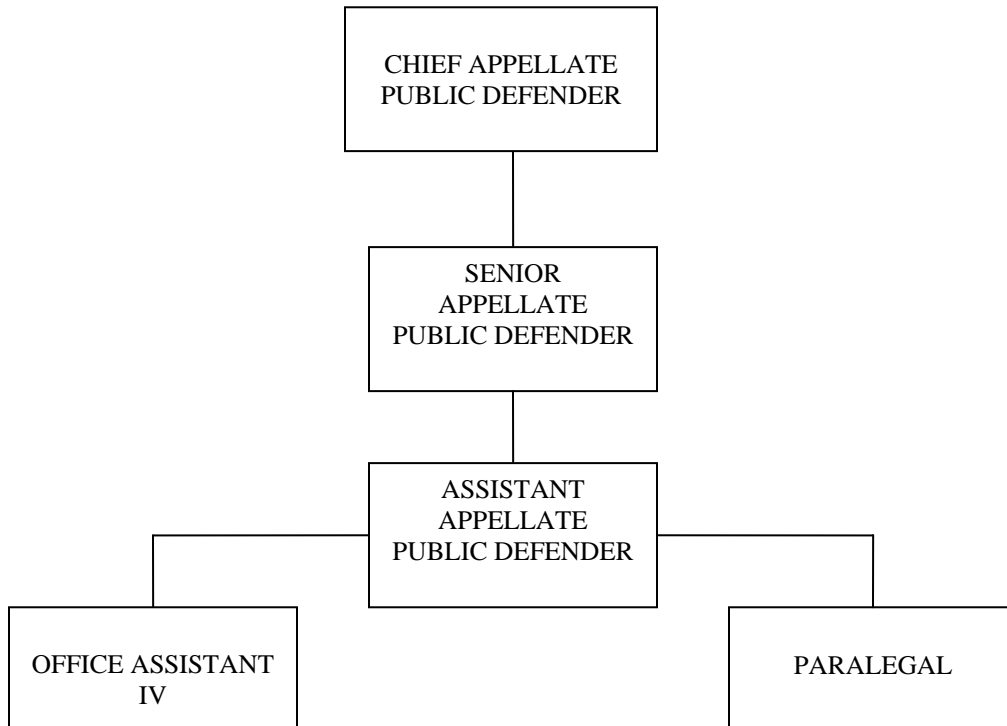
Judicial	\$526,969	\$614,330	\$614,653
Capital Expenditures	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0
Interfund Transfers	\$0	\$0	\$0

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$526,969</b>	<b>\$614,330</b>	<b>\$614,653</b>
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<b>Appropriated Fund Balance</b>	<b>\$149,005</b>	<b>\$20,394</b>	<b>\$20,394</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$675,974</b>	<b>\$634,724</b>	<b>\$635,047</b>
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**CRIMINAL JUSTICE PLANNING AND  
COORDINATION -  
APPELLATE PUBLIC DEFENDERS OFFICE**



# CRIMINAL JUSTICE PLANNING AND COORDINATION - APPELLATE PUBLIC DEFENDERS OFFICE

FUND: TBD  
AGENCY: TBD

**Mission:** It is the Mission of the Appellate Public Defender’s Office to provide zealous representation for indigent appellants accused of criminal acts by ensuring consistent, accountable, highly qualified professional representation throughout the appellate process. This includes pursuing all meritorious claims; and centralizing management of indigent appeals, thereby increasing productivity, efficiency, and accountability.

**Vision:** Appellate Public Defender’s Office envisions all clients being treated with dignity and respect while striving to earn their trust and maintaining credibility.

## **Goals and Objectives:**

- Create a basis of institutional knowledge and consistency within the indigent criminal defense community in parity with the District Attorney’s Office.
- Provide in-house appellate representation for all indigent appellate cases, except those in which conflict exists.
- Offer one main institution in processing criminal appeals for the County.
- Reduce the number of frivolous appeals, thus saving resources involved in filing an appeal and impacting positively on jail time.

**Program Description:** The APDO represents all indigent individuals as appointed by trial courts to include capital murder, felonies, misdemeanors, and juvenile appeals. In addition the division assists trial courts in researching case law, working on suggested jury charge language, and occasionally represents witnesses or at least advises witnesses regarding legal rights (if witness is an appeal client). The appellate process includes opening briefs, reply brief, and petition for discretionary review in non-capital offenses. Additionally the division has significant correspondence with clients, prisons, jail, and the Criminal District Courts Administration. The APDO acts as a support agency when the court of appeals needs an institution to work out problems in processing and efficient administration of justice in the appellate process in the appellate courts. APDO also reviews appellate rule charges and makes suggestions and recommendations.

## **Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Adopted
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### **Workload Indicators:**

Number of Briefs filed	140	180	239
Number of Briefs filed per Attorney	37	45	59.75
Number of To Be Dismissed filed (notification letter generated to appellant notifying of no grounds for appeal)	119	116	126

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Adopted
----------------------	------------------------	-----------------------

**Effectiveness Indicators:**

Court Appointed Private Counsel Expenditure incurred by County

\$94,029      \$119,659      \$119,659

**Other funding received:** Since its inception, the APDO has been partially funded by a multi-year grant awarded through the Task Force on Indigent Defense (TFID). The grant provided 80 percent of the overall funding the first year (FY 06), 60 percent the second year (FY 07), 40 percent the third year (FY 08), and 20 percent the final year (FY 09) leaving the remaining percent of funds required each year provided by Bexar County in the form of a cash match allocated in Interfund Transfer Funds. As a point of reference, Bexar County has been awarded grant funds in the following amounts since the inception of the grant:

FY 06\* - \$569,623  
 FY 07 - \$268,134  
 FY 08 - \$178,756

*\*APDO initially intended to begin operation in FY 04. Due to delayed start TFID declared FY 06 the first year and allowed unused funds allocated in FY 05 to be used in FY 06.*

Additional funding is received from the Task Force on Indigent Defense for the Regional Pilot Project that provides appellate representation to indigent appellants of 31 additional Texas counties within 4<sup>th</sup> Court jurisdiction. For FY 2008-09 the Task force is providing \$70,261 in grant funds and is requiring Bexar County generate, as revenue/program income, \$50,433 for the Pilot Project. The Appellate Public Defender anticipates receiving the \$50,433 in revenue from services to other counties. This grant provides funding for personnel, travel, supplies, and rent associated with two grant funded positions.

**Appropriations:**

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Budget
Personnel Services	\$458,013	\$527,392	\$533,998	\$533,998
Travel and Remunerations	9,476	7,852	9,000	9,000
Operational Costs	39,290	66,294	63,655	63,655
Supplies and Materials	20,190	12,792	8,000	8,000
<b>Total</b>	<b>\$526,969</b>	<b>\$614,330</b>	<b>\$614,653</b>	<b>\$614,653</b>

\*The Appellate Public Defender’s Office is currently funded by two state grants. One is a discretionary grant and the other technical grant funding. As of October 1, 2008 the Texas Task Force of Indigent Defense has approved the APDO to generate revenue for their regional services to surrounding counties.

**Program Justification and Analysis:**

- The FY 2008-09 Adopted Budget does not increase when compared to the FY 2007-08 estimates.
- The Personnel Services group reflects funding for all staff at the same rate funded in FY 2007-08. This allocation also includes \$10,000 in temporary salary funding for temporary Law Clerks.

- Travel and Remunerations reflects an increase of 14.6 percent when compared to the FY 2007-08 Adopted Budget. The FY 2008-09 Adopted Budget includes funding in the amount of \$9,000 for local mileage and anticipated training needs.
- The Operational Costs group remains unchanged when compared to FY 2007-08 estimates. Funding includes telephone, postage, copier rental and building rental expenses required for the functionality of this program.
- The Supplies and Materials decreases 37 percent compared to FY 2007-08 estimates. This group allocates funding for general office supply needs, books, and research database access.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
Chief Appeal Public Defender	1	1	1
Senior Appellate Public Defender	1	1	1
Assistant Appellate Public Defender	3	3	3
Office Assistant IV	1	1	1
Paralegal	1	1	1
<i>Total – Appellate Public Defenders Office</i>	<i>7</i>	<i>7</i>	<i>7</i>



The Museo Alameda is the nation's largest Latino museum and first formal Smithsonian affiliate. Alameda Theater renovations will restore the theatre back to its 1949 vintage splendor partnering with the John F. Kennedy Center for the Performing Arts to present theater, dance, music, film and other programming.

# **APPENDIX**





Sports Outdoor and Recreation (SOAR) Park will be a Special Needs Park and Regional Soccer Complex. The park includes over 21.5 acres dedicated to outdoor recreation for people with mental and physical disabilities. The picture above shows the current state of the area, and the picture below shows the future park layout.



# **BEXAR COUNTY**

## **STATEMENT OF FINANCIAL POLICIES**

### **I. GENERAL**

- 1.01 The County will operate on a fiscal year which begins on October 1 and ends on September 30.
- 1.02 The County will conduct its financial affairs in conformity with State and Federal laws. This Statement of Financial Policies shall be approved by Commissioners Court and reviewed on an annual basis as a part of the budget process.

### **II. ACCOUNTING, AUDITING, & FINANCIAL PLANNING**

- 2.01 The Bexar County Auditor's Office maintains records on a basis consistent with accepted principles and standards for local government accounting, as determined by GASB and GFOA.
- 2.02 Regular monthly and annual financial reports are issued summarizing financial activity. The monthly financial reports are presented to Commissioners Court and are distributed to offices and departments.
- 2.03 A financial audit is performed annually by an independent public accounting firm, and an official opinion and annual financial report is published and issued.
- 2.04 Annually, Commissioners Court will accept the audited Comprehensive Annual Financial Report for the past fiscal year.
- 2.05 Full disclosure is provided in the annual financial and budget reports and bond representations.

### **III. BUDGETING**

- 3.01 The County budgets resources on a fiscal year which begins October 1 and ends on the following September 30th.
- 3.02 Bexar County prepares and maintains a long range five year financial forecast which: a) develops a local, regional, state and national economic outlook and describes the potential impact on Bexar County; b) updates reserve and expenditure projections for the next five years; c) projects capital improvement requirements over the five-year period, including future operating costs associated with all projects; d) updates revenue and expenses for each year in the period; and

- e) describes the strategic issues that present the County with challenges and opportunities for the future and, in some cases, assesses their fiscal impact.
- 3.03 Budget manuals for annual preparation, which include forms and instructions as necessary, shall be distributed to County offices and departments no later than April 30 in each year. All offices and departments must return their proposals no later than June 15 in that year.
- 3.04 The proposed budget shall be prepared and distributed to all of the Commissioners Court members on or before August 30 of the preceding fiscal year.
- 3.05 The proposed budget shall be presented in the following format:
- a. Fund balance schedules;
  - b. Revenue estimates;
  - c. Operating and maintenance expenditures by office or department and major expense categories;
  - d. Capital projects' funding;
  - e. Debt service summarized by issues by fund.
- 3.06 The proposed budget shall also contain:
- a. Program summaries for each office and department;
  - b. Performance indicators that include workload, efficiency and effectiveness measures for each office and department;
  - c. Descriptions and detailed cost analysis of proposed program changes;
  - d. A discussion of capital projects proposed for funding;
  - e. A list of proposed authorized positions, by section where appropriate, for each office and department;
  - f. Any additional information, data, or analysis requested of management by the Commissioners Court.
- 3.07 The proposed budget submitted by August 30 shall be balanced.

- 3.08 The initial proposed budgeted revenues are provided by the County Auditor's Office no later than June 15. Revenue projections are revised by the County Auditor's Office by August 10 thereafter to reflect the certified tax roll data.
- 3.09 Commissioners Court shall adopt the tax rate and the budget by Court Order before September 23 to allow sufficient time to send out property tax statements to the citizens.
- 3.10 The Budget Division will prepare a report on the budget status and trends and submit it to Commissioners Court quarterly.
- 3.11 The County budgeting procedures attempt to identify distinct functions and activities performed by the County, and to allocate budget resources adequate to perform these functions and activities at a specified level of service. The budget process will be coordinated with the County wide strategic planning process and will reflect the goals and objectives developed through this process.
- 3.12 The County will continue to integrate performance measurement and productivity indicators with the budget process where appropriate. The County will use efficiency and effectiveness measures.
- 3.13 The County will continually strive to improve the budget development and monitoring process and will evaluate and utilize when appropriate innovative, alternative approaches to costing and budgeting.
- 3.14 Appropriations as approved by the Commissioners Court, are set upon the books of the County by the County Auditor.

a. The following general categories are used to appropriate funds annually:

- 1. Personnel Services
- 2. Travel and Remunerations
- 3. Operational Costs
- 4. Supplies and Materials
- 5. Capital Expenditures
- 6. Debt Retirement
- 7. Contingencies
- 8. Interfund Transfers

Detailed expenditures in each of these categories are maintained by the County Auditor.

b. Annually, the budget will be developed for each office and department *at the division and/or section level* to better represent their organization structures. However, the budget document will appropriate funds at the office and department level and fiscal control shall occur at this level.

- c. Exceptions to this are budgets that are controlled at the division level and which are: the Sheriff's Office as Law Enforcement, Adult Detention, and Support Services; and the Juvenile Office as Detention, Probation, Family Support Services - Probation, Family Support Services-Domestic Relations Office (a separate fund); Infrastructure Services Department as Facilities Maintenance - Adult Detention, Facilities Maintenance - County Buildings, Facilities Maintenance - Juvenile Detention, Fire Marshal and Emergency Management, Parks, Public Works, Farm to Market and Lateral Road Fund, Special Road and Bridge Fund, Parking Facilities Fund and Fleet Maintenance Fund; Community and Development Programs Department as Veterans Services, Agricultural Extension Services, Community Programs, and Direct Client Services; Criminal Justice Planning and Coordination as Criminal Investigation Laboratory, CJPC Administration, Forensic Science Center Facilities Maintenance, Medical Examiner's Office, Pre-trial Services and Dispute Resolution (a separate fund); and Planning and Resource Management Department as Budget Services, Management Services, CHRIS and Compensation, and Administration
  - d. Appropriations in the Capital Projects Funds are made on a project basis across multiple fiscal years rather than on a single fiscal year basis and are carried forward until the projects are completed.
  - e. Appropriations in the Grant Funds are made on a grant year basis by project rather than on a County fiscal year basis.
- 3.15 Except for capital project, grant and federal entitlement appropriations, or for encumbrances outstanding in any fund, unused appropriations lapse at the end of each fiscal year.
- 3.16 Any budget transfer shall be made ONLY when it is submitted in writing, initiated and signed by the official or department head. The Budget Division will review all budget transfer requests. Commissioners Court shall approve all budget transfers in amounts over \$10,000. The Budget Officer shall approve all budget transfers in amounts up to \$10,000. If the Budget Officer does not approve a budget transfer in an amount up to \$10,000, the office or department can place that budget transfer on the Commissioners Court agenda.
- 3.17 For budget transfers taking funds from Contingencies - Undesignated Funds or Appropriated Fund Balance, and budget transfers that move funds between offices and/or departments (organization level one), the Budget Officer shall approve all budget transfers up to a maximum of \$10,000 annually. Budget transfer amounts over the \$10,000 annual maximum between office and department budgets, including the Non-Departmental Contingency funds shall require Commissioners Court approval.

- 3.18 Under the more flexible, higher level of budgetary control in effect, offices and departments are accountable for not exceeding their annual budgetary appropriations.
- 3.19 Bexar County will, during the annual budget process, identify areas for performance reviews to judge the effectiveness and efficiencies of County services. Annually, the Commissioners Court will adopt a work plan for the performance reviews that will be completed during the fiscal year.
- 3.20 Cost/benefit studies will be conducted, where appropriate and applicable, on non-recurring expenditures, capital projects and operational alternatives.

#### **IV. REVENUES AND TRANSFERS**

- 4.01 Bexar County will maintain a diversified and stable revenue base to shelter it from short term fluctuations in any one revenue source by doing the following:
  - a. Establishing user charges and fees as permitted by law at a level related to the cost of providing that service including indirect costs when appropriate;
  - b. Pursuing legislative change, where necessary, to permit increases in user charges and fees to allow the County to recover the full cost of services;
  - c. Aggressively collecting property tax revenues, including the filing of suit where appropriate and necessary, as authorized by the Texas Property Tax Code.
  - d. Aggressively collecting all other fines, fees and revenues due the County.
- 4.02 Bexar County will set as a goal minimizing its reliance on non-recurring sources of revenue including the use of prior year fund balances for recurring expenditures.
- 4.03 Bexar County will actively pursue intergovernmental grant funding to fund programs that have been identified as important to meet the County's mission, vision, goals and objectives.

## **V. RESERVES**

- 5.01 The County will maintain an operating reserve for use in the event of unanticipated, extraordinary expenditures and/or the loss of a major revenue source. The operating reserve and specified contingencies shall be established at a minimum of one tenth operating expenditures for any year. These funds can only be appropriated by an affirmative vote of four of the five Commissioners Court members.

Therefore, it will be necessary for officials and department heads to review and control expenditures such that the rate of expenditure does not exceed the approved budget.

- 5.02 The County will maintain a reserve requirement of not less than 10 percent of annual Debt Service. The Debt Service reserve funds can only be appropriated by an affirmative vote of four of the five Commissioners Court members.
- 5.03 Insurance reserves are established at a level, which, together with purchased insurance policies, adequately cover the County and its officers against loss.

## **VI. PERSONNEL**

- 6.01 At no time shall the number of regular employees on the payroll in each office or department exceed the total number of positions authorized by Commissioners Court. All personnel actions shall at all times be in strict conformance with applicable federal, state, and County policies.
- 6.02 Compensation for overtime worked will be given in the form of compensatory time. No overtime compensation shall be paid unless Commissioners Court specifically approves an exception and authorizes payment in advance. All employees, regardless of the source of funding for the position, accrue compensatory time at the rate of one hour for every hour for exempt employees and at the rate of one and one half hour for every hour actually worked over 40 in a regular work week for non-exempt employees.
- 6.03 Deletions and/or downgrades of positions may occur at any time during the fiscal year at the department head or official's request or if a review of workload statistics indicates that a reduction in force is practical in an office or department. All funds appropriated for such deleted positions will be returned to the appropriate fund in the Contingencies - Undesignated Funds account.
- 6.04 Additions, position reclassifications, reorganizations, etc., are prepared by the requesting office or department and reviewed by the Planning and Resource Management Department. The Planning and Resource Management Department

will work with the initiating office or department and to bring the proposal for Commissioners Court consideration.

- 6.05 The Court may institute a freeze during the fiscal year on hiring, promotions, transfers, and capital equipment purchases. Such action will not be used arbitrarily and will allow for exceptions in appropriate areas to comply with emergency needs such as natural disasters and/or loss of major revenue sources.
- 6.06 Commissioners Court shall approve all authorized positions and changes to them (this does not include actions affecting the actual employees holding these positions).
- 6.07 Offices and departments may hire temporary help if:
  - a. Funds are available in the Salary, Temporary Help line item in the office or department's adopted budget appropriations (organization level one); or
  - b. The adopted budget authorizes a temporary position(s).

In all other cases, Commissioners Court shall approve hiring temporary help.

- 6.08 The County maintains written Personnel Rules adopted by Commissioners Court and available from the Personnel Division of the Planning and Resource Management Department.

## **VII. PURCHASING & FIXED ASSETS**

- 7.01 All capital expenditure purchases will be initiated prior to August 15 each fiscal year; all non-capital expenditure purchases will be initiated prior to September 10 each fiscal year. Exceptions can occur at the Purchasing Agent's and County Auditor's discretion. Capital projects and grant funded purchases are exempt from these deadlines.
  - a. Prior to adoption of the annual budget, the Purchasing Office will annually provide a list of purchases that are not anticipated to be delivered until the next fiscal year. The list of capital expenditures should be completed by August 31 or as soon as possible thereafter and non-capital expenditures by September 15 or as soon as possible thereafter.
- 7.02 All purchases of fixed assets with a value of \$5,000 or more will be placed on the County inventory.



- 7.03 The County will maintain these assets at a level adequate to protect Bexar County's capital investment and to minimize future maintenance and replacement costs by:
- a. Working through the Capital Improvements Program Steering Committee to develop and maintain a five-year plan for capital projects and authorizing all capital projects in accordance with this adopted plan;
  - b. Providing for adequate maintenance of capital plant and equipment replacement under the above stated amount in the annual operating budget.
- 7.04 Capital expenditures for projects are budgeted by project and must be spent accordingly. Any request for unbudgeted capital projects throughout the fiscal year must be submitted to the Budget and Financial Services Division and approved by Commissioners Court.
- 7.05 Where possible, items in good, safe, useable condition placed in surplus will be used:
- a. To supplement expenditure for new budgeted capital purchases;
  - b. To supplement expenditure for replacement/budgeted capital purchases;
  - c. To supply needed unbudgeted new and replacement equipment.
- The Purchasing Agent transfers surplus supplies, materials and equipment.
- 7.06 Offices and departments will make every effort to use furniture refurbished through the Sheriff's Office Jail Industries Program.
- 7.07 Prior to submission of the requisition, the executive in charge of the Information Services Division shall approve all purchases of information and communication technology including but not limited to: all mainframe and microcomputer software; all mainframe hardware and peripherals; all microcomputer hardware and peripherals; all telecommunications and data systems hardware and software.

## **VIII. DEBT MANAGEMENT**

- 8.01 The Debt Management Policy has changed, see next page.

## **IX. INVESTMENT AND CASH MANAGEMENT**

- 9.01 The County maintains a written Investment Policy adopted by Commissioners Court and included in the Administrative Policies book.

# **BEXAR COUNTY**



## **MANAGEMENT AND FINANCIAL SERVICES**

### **DEBT MANAGEMENT POLICY**

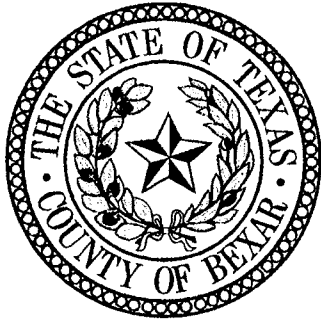
**Adopted by Commissioners Court**

**August 14, 2007**

**Revised October 7, 2008**

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**TITLE:** DEBT MANAGEMENT POLICY

**EFFECTIVE DATE:** August 14, 2007

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## Section 1

### PURPOSE AND OBJECTIVES

#### 1.1 Purpose

The purpose of this policy is to provide guidance regarding the issuance, management, continuing evaluation and reporting on all debt obligations issued by Bexar County, Texas (the "County"). The Bexar County Commissioners Court recognizes there are no absolute rules or easy formulas that can substitute for a thorough review of all information affecting the County's debt position. Debt decisions should be the result of deliberative consideration of all factors involved. This policy is intended to augment the deliberation process by addressing the methods, procedures and practices to be utilized to ensure effective and judicious fiscal management of County funds.

The terms of this Debt Management Policy (the "Policy") are intended to comply with all Texas and Federal Law governing debt, including, but not limited to, Texas law, Internal Revenue Service rules and regulations, United States Securities and Exchange Commission "(SEC)" regulations, Municipal Securities Rulemaking Board "(MSRB)" regulations, court rulings, and existing County debt covenants.

## **1.2 Objectives**

Debt Management shall be conducted with the primary objectives of:

- \* Maintaining and improve the County's existing credit rating;
- \* Maintaining access to capital; and
- \* Minimizing borrowing costs

## **Section 2**

### **SCOPE**

- 2.1 This Policy shall govern debt obligations issued by the County that finance the construction or acquisition of infrastructure and other assets or to refinance existing debt. The County may also desire to issue debt obligations on behalf of external agencies, non profit corporations, or other authorities for the purpose of construction or acquisition of infrastructure or other assets that further the goals and objectives of County government. In that case, the County shall take reasonable steps to confirm the financial feasibility of the project and the financing solvency of any necessary borrower; and shall take all reasonable precautions to ensure the public purpose and financial viability of such transactions. This policy does not apply to the County's Capital Lease Program.

## **Section 3**

### **ROLES AND RESPONSIBILITIES**

- 3.1 As provided by the Texas Local Government Code, each member of Commissioners Court has a fiduciary responsibility in the management of the County's indebtedness. All debt programs are to be made in accordance with applicable Texas and federal regulations. The Commissioners Court will approve all County indebtedness.
- 3.2 The Executive Director of Planning and Resource Management has the primary responsibility for making debt-financing recommendations to the Commissioners Court.
- 3.3 The Executive Director of Planning and Resource Management, or their designee, will coordinate all activities necessary to issue debt, including, but not limited to:
- Review of resolutions provided by bond counsel;
  - Review of offering memoranda provided by financial advisors; and
  - Review of all related financial analyses.

## **ROLES AND RESPONSIBILITIES (Continued)**

- 3.4 The Executive Director of Planning and Resource Management, or their designee, will report annually to the Commissioners Court:
- a. A projected list of expected capital needs for the year;
  - b. An annual debt issuance schedule for capital projects;
  - c. An updated five-year capital improvement plan as part of the budget;
  - d. Certification that the County is current on all debt service payments; and
  - e. Disclosure of any bond covenant violations or defaults over the past year.
- 3.5 The Executive Director of Planning and Resource Management, or his designee, will implement and oversee the Capital Reporting System for County offices and departments pursuant to Section 17 of this policy.
- 3.6 The Executive Director of Planning and Resource Management, or his designee, will recommend to the Commissioners Court a financing team consisting of bond counsel, financial advisors, and underwriters.
- 3.7 The Office of the County Auditor is responsible for reporting monthly in its financial report a schedule that includes outstanding debt requirements as well as commercial paper activity. These reports will include principal and interest requirements, dates for each and related interest rates.
- 3.8 The Office of the County Auditor is responsible for assuring that all debt service payments are made in a timely manner to the appropriate paying agents.
- 3.9 The Office of the County Auditor is responsible for preparing the annual continuing disclosure and the County's bond counsel is responsible for reviewing, approving, and submitting the continuing disclosure pursuant to SEC Rule 15c-12.
- 3.10 The Office of the County Auditor is responsible for the annual estimation of the cumulative rebate amount (arbitrage) for each debt issuance as defined in Section 148(f)(2) of the Internal Revenue code. These annual estimates are for informational and internal reporting purposes only.
- 3.11 The Office of the County Auditor is responsible for ensuring compliance with the filing requirements with the Internal Revenue Service related to arbitrage.
- 3.12 Offices and Departments administering projects financed with debt funding are responsible to comply with Section 17 of this Policy.

## **Section 4**

### **REPORTING**

- 4.1 The Executive Director of Planning and Resource Management, or his designee, will report annually to the Commissioners Court:
- a. A projected list of expected capital needs for the year;
  - b. An annual debt issuance schedule for capital projects;
  - c. An updated five-year capital improvement plan as part of the budget;
  - d. Certification that the County is current on all debt service payments; and
  - e. Disclosure of any bond covenant violations or defaults over the past year.
- 4.2 The Office of the County Auditor is responsible for reporting monthly in its financial report a schedule that includes outstanding debt requirements as well as commercial paper activity. These reports will include principal and interest requirements, dates for each and related interest rates.
- 4.3 The Office of the County Auditor is responsible for preparing the annual continuing disclosure and the County's bond counsel is responsible for reviewing, approving, and submitting the continuing disclosure pursuant to SEC Rule 15c-12.
- 4.4 The Office of the County Auditor is responsible for the annual estimation of the cumulative rebate amount (arbitrage) for each debt issuance as defined in Section 148(f)(2) of the Internal Revenue code. These annual estimates are for informational and internal reporting purposes only.
- 4.5 The Office of the County Auditor is responsible for ensuring compliance with the filing requirements with the Internal Revenue Service related to arbitrage
- 4.6 Offices and Departments administering projects financed with debt funding are responsible to comply with Section 17 of this Policy.

## **Section 5**

### **ORGANIZATIONS AFFECTED**

- 5.1 All County offices and departments must comply with the guidelines and procedures set forth in this Policy.

## Section 6

### USE OF DEBT INSTRUMENTS

- 6.1 Debt financing will not generally be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The County will use debt financing for the acquisition of capital assets and capital improvement projects which may include certain operating expenditures required to implement the projects under the following circumstances:
- a. The acquisition of all debt funded assets and debt funded projects must be approved by Commissioners Court;
  - b. The capital asset or a project's useful life will be equal to or exceed the term of the financing;
  - c. Revenues sufficient to service the debt, whether from future property taxes, user fees, or other specified and reserved resources will be available;
  - d. Review and approval of the total project budget, including personnel services, travel and remunerations, operational costs, supplies and materials and capital expenditures, by the Planning and Resource Management Department; and
  - e. Compliance with the appropriate provisions of Texas Law and the Internal Revenue Code of 1986, as amended.
- 6.2 Operating expenditures required to implement capital improvement projects will be funded using debt financing in accordance with Chapter 1201, as amended Texas Government Code and Chapter 1431, as amended Texas Government Code. These expenses could include but not be limited to ancillary charges necessary to put the project in place in its intended location and ancillary charges necessary to place the asset in its intended condition for use.
- 6.3 Debt financing will not be used for maintenance expenses, training, feasibility studies or any current operating expenditure.
- 6.4 Debt financing will not be used for functional consulting. Functional consulting includes activities such as training, troubleshooting, and running reports during training.
- 6.5 Per General Accounting Standards Board (GASB) guidelines, activities associated with developing and installing computer software projects will be divided into three stages of project development:
- a. Preliminary project stage, which includes the conceptual formulation and evaluation of alternatives, the determination of the existence of needed technology, and the final selection of alternatives;
  - b. Application development stage, which includes the design of the chosen path, including software configuration and software interfaces, coding, installation of



- hardware and testing, including the parallel processing phases and data conversion phases; and
- c. Post-implementation/operation stage, which includes training and application maintenance.

Only activities associated with the application development stage will be debt financed.

- 6.6 Direct costs of materials and services consumed in developing or obtaining internal-use computer software, including payroll-related costs devoted directly to the project, may be financed with debt.
- 6.7 Generally, personnel required to implement a project should be contract employees or temporary employees. However, with prior approval of Commissioners Court and for projects with a total cost greater than \$5 million, County Subject Matter Experts (regular County employees) may be employed for implementation of a project and those costs may be debt financed during the application development stage. The cost of these personnel (regular County employees) expenditures will not exceed 10 percent of the project amount to be financed.

## **Section 7**

### **STRUCTURE AND TYPE OF DEBT**

- 7.1 Debt service will be structured to match projected cash flows and minimize the impact on future property tax levies.
- 7.2 The term of the debt issuance should equal the lesser of the useful life of the asset being financed or the maximum of 40 years in accordance with Chapter 1201, as amended Texas Government Code.
- 7.3 The types of debt instruments to be issued by the County include:
  - a. General Obligation Bonds;
  - b. Certificates of Obligation;
  - c. Revenue Bonds
  - d. Refunding Bonds;
  - e. Commercial Paper;
  - f. Tax Anticipation Notes; and
  - g. Any other debt instrument authorized for issuance by a County in accordance with the Texas Government Code or other applicable law
- 7.4 Individual revenue streams considered for proposed debt service should meet a minimum debt service coverage ratio test of 1.10 along with any appropriate revenue or contingency funds. Debt coverage is defined as total revenue divided by total debt service.

- 7.5 Generally, tax-exempt debt will be issued. However, when appropriate and when the cost of a project is greater than \$5 million, no more than 10 percent of the amount to be financed may be issued in the form of taxable debt.

## **Section 8**

### **DEBT LIMITS**

- 8.1 The County will not exceed the debt issuance limits described in Article 3, Section 52 of the Texas Constitution and Chapter 1301 of the Texas Government Code.

- 8.2 The County shall use economic ratios as a tool to assist in providing an objective analytical approach to determine debt capacity for new projects. These ratios may include:

- a. Debt per capita;
- b. Debt as a percent of statutory debt limit;
- c. Debt as a percent of appraised valuation;
- d. Debt service payments as a percent of governmental expenditures; or
- e. Level of overlapping net debt of all local taxing jurisdictions.

- 8.3 The County will maintain a debt service fund balance of at least 10 percent of the annual debt service requirement for the fiscal year; provided; however, that this requirement shall comply with the provisions of the Internal Revenue Code of 1986, as amended.

## **Section 9**

### **METHOD OF SALE**

- 9.1 The County may use competitive sales, negotiated sales, or private placements. When considering the method of sale, the County will take into consideration:

- a. Financial conditions;
- b. Market conditions;
- c. Transaction-specific conditions;
- d. County-related conditions; and
- e. Risks associated with each method.

- 9.2 Competitive sales are the preferred method under the following circumstances:

- a. A general obligation pledge or annual appropriation of general revenue;
- b. Simple structure and financial analysis;
- c. Stable financial market; and
- d. Moderate par amount.

- 9.3 Negotiated sales are the preferred method under the following circumstances:

- a. Complex transactions that require extensive financial modeling, credit analysis, pre-marketing efforts, or that are interest rate sensitive; and
- b. Volatile financial markets.

9.4 Private Placement is the preferred method under the following circumstances:

- a. Small issue size;
- b. Questionable security for the issue; and
- c. Overall cost savings to the County.

## **Section 10**

### **REIMBURSEMENT RESOLUTION**

10.1 As provided in the Texas Government Code, Section 1201.042, as amended, Department of the Treasury Regulation, Section 1.150-2 of the Internal Revenue Code of 1986 as amended, Commissioners Court may decide that it is in the County's best interest to pass a reimbursement resolution prior to the formal issuance of debt. The purpose of the resolution would be to announce the intent to reimburse itself for expenditures related to capital programs for which debt will be issued and the General Fund could then be reimbursed once the debt is sold. The County will intend to reimburse itself within 18 months from the later of date of the original expenditure or the date the property financed is placed into service (but in no event more than 3 years after the original expenditure is paid).

## **Section 11**

### **REFUNDING OF DEBT**

11.1 The County may elect to refund existing debt for reasons including, but not limited to, the following:

- a. To achieve Net Present Value (NPV) savings generally of at least 3 percent;
- b. To update bond covenants on outstanding debt which impair efficient operations or prohibit necessary or desirable activities;
- c. To restructure the debt service schedules associated with outstanding bond issues;  
or
- d. To alter bond characteristics such as call provisions or payment dates.

11.2 If a refunding is undertaken, the County will evaluate:

- a. Issuance costs that will be incurred;
- b. Interest rate at which the refunding bonds can be issued;
- c. Maturity dates of the refunded bonds;
- d. Call date (if any) on the refunded bonds; and

- e. Call premium (if any) on the refunded bonds

## **Section 12**

### **VARIABLE RATE EXPOSURE**

- 12.1 The County may use variable rate debt (including commercial paper) to lower the cost of borrowing and provide a hedge against interest rate risk.
- 12.2 The County should establish a target of not to exceed 20 percent of its total outstanding debt in a variable rate mode.
- 12.3 Variable rate debt should be converted to fixed rate debt as necessary to maintain the 20 percent target, to meet the particular needs of a financing program, or to lock in low long term fixed interest rates.
- 12.4 When issuing variable rate debt, the County will have appropriate contingency plans in place, such as reserves or hedging instruments, to mitigate the risk associated with rising interest rate environments.

## **Section 13**

### **INTEREST RATE SWAP AGREEMENTS**

- 13.1 The County will consider the use of interest rate swap agreements on a case-by-case basis and consistent with Texas law and financial prudence.
- 13.2 Interest rate swap agreements may be used for the following purposes:
  - a. To achieve significant savings as compared to other, non-derivative type products available in the bond market;
  - b. To prudently hedge risk in the context of a particular financing or the overall asset/liability management of the County;
  - c. To incur variable rate exposure within prudent financial guidelines;
  - d. To achieve more flexibility in meeting overall financial objectives than available in conventional markets; or
  - e. To accomplish a financial objective not otherwise obtainable using traditional financing methods.
- 13.3 The County will not enter into an interest rate swap agreement without advice of an independent advisor and bond counsel.
- 13.4 The County may enter into an interest rate swap agreement if the counterparty has at least two long term unsecured credit ratings of at least equal to the County's long term general obligation rating from Fitch Ratings, Moody's Investors Service or Standard & Poor's

Ratings Services and the party has demonstrated experience in successfully executing interest rate swap agreements.

- 13.5 The County will select counterparties utilizing one of the Methods of Sale as outlined in Section 9 of this policy.
- 13.6 Before entering into an interest rate swap agreement, the County shall evaluate all the risks inherent in the transaction including counterparty risk, termination risk, rollover risk, basis risk, tax event risk, credit risk and amortization risk. Evaluation of risk will also include the following considerations:
  - a. Uncertainty with respect to the County's future debt obligations;
  - b. Effect on the County's credit quality;
  - c. Cumulative exposure to all risk factors identified;
  - d. Difficulty and costs associated with terminations; and
  - e. Limitations on the ability to refund the swap's underlying bonds.
- 13.7 The County will monitor interest rate swap agreements on a quarterly basis to ensure compliance with corresponding swap documentation.

#### **Section 14**

##### **CONTINUING DISCLOSURE**

- 14.1 The County will periodically review the requirements of the Municipal Securities Rulemaking Board (MSRB) and the recommendations of the Government Finance Officers Association (GFOA), including the GFOA recommendation that financial statements be prepared and presented according to generally accepted accounting principles.
- 14.2 The County will remain in compliance with SEC Rule 15c2-12 by filing its annual financial statements and other financial and operating data for the benefit of its bondholders within six months after the end of each fiscal year.

#### **Section 15**

##### **MATERIAL EVENTS**

- 15.1 Material Events are defined as those events, which are considered likely to reflect on the credit supporting the securities.
- 15.2 The County will issue a material event notice in accordance with the provisions of SEC Rule 15c2-12.
- 15.3 The events Bexar County will consider material are:

- a. Principal and interest payment delinquencies;
- b. Non-payment related defaults;
- c. Unscheduled draw on debt service reserves reflecting financial difficulties;
- d. Unscheduled draw on credit enhancements;
- e. Substitution of credit or liquidity providers, or their failure to perform;
- f. Adverse tax opinions or events affecting the tax-exempt status of the security;
- g. Modification to rights of the security holders;
- h. Bond calls;
- i. Defeasances;
- j. Release substitution, or sale of property securing repayment of the securities;
- k. Rating changes; and
- l. Any change in the County's fiscal year

## **Section 16**

### **INVESTMENT OF DEBT PROCEEDS**

- 16.1 Debt proceeds will be invested in accordance with the County's Investment Policy #3.10 or as otherwise permitted in the order or resolution authorizing the issuance of the debt.
- 16.2 Interest earned on proceeds from bonds, certificates of obligation, commercial or other short-term or long-term debt proceeds (excluding capital lease proceeds) is allocated to the Debt Service Fund.
- 16.3 Interest earned on proceeds from bonds, certificates of obligations, or other short-term or long-term debt proceeds (excluding capital lease proceeds) allocated to the Debt Service Fund shall be used solely to pay current and future debt service payments, as well as all related issuance cost.

## **Section 17**

### **ARBITRAGE**

- 17.1 The County will follow a policy of full compliance with all arbitrage rebate requirements of the Internal Revenue Code of 1986, as amended and its adopted rules and regulations, and will perform (via contract consultant) arbitrage calculations for each debt issue subject to rebate on an annual basis. All necessary rebates liability will be filed and paid when due.

## **Section 18**

### **CAPITAL PROJECT REPORTING SYSTEM**

- 18.1 The Capital Reporting System is an internal reporting system used to track actual cash needs for capital improvement projects to be debt financed by requiring offices and departments administering a capital project to detail the different

phases of the project, a timeline for each phase, and cost per phase pursuant to 17.3 and 17.4 of this section.

- 18.2 As set forth in Section 3 of this policy, the Executive Director of Planning and Resource Management is responsible for making debt-financing recommendations to the Commissioners Court. In order to ensure sufficient cash flow is available to meet capital improvement project cash requirements, an annual debt issuance schedule is required. The Capital Reporting System will provide the basis for the annual debt issuance schedule.
- 18.3 Upon approval of a new debt-financed project during the annual budget process, each office or department will complete the Initial Project Outline form (Appendix A). This form will be submitted to Planning and Resource Management not later than October 15<sup>th</sup> in any given fiscal year.
- 18.4 In order to update the annual debt issuance schedule, each office or department administering a project funded through debt financing will submit a Quarterly Project Report (Appendix B). The report will be submitted to Planning and Resource Management not later than the 15<sup>th</sup> day following the end of each quarter of the County's fiscal year.

## **Section 19**

### **DEFINITIONS**

#### **19.1 Definitions:**

- a. Arbitrage – Arbitrage is the profit that results from investing tax-exempt proceeds in higher-yielding taxable securities. In general, Internal Revenue Service (IRS) Regulations require that positive arbitrage earnings be rebated back to the government.
- b. Bond Indenture – The contract that sets forth the promises of a bond issuer and the rights of investors in the bond.
- c. Bond Covenant – A clause in a bond indenture that either requires or forbids some act by, and the issuer is obligated to comply with the covenant by virtue of issuing its bonds.
- d. Call Dates – The date, prior to maturity, on which a callable bond may be redeemed.
- e. Call Premium – The price, as established in the bond covenant, at which bonds will be redeemed.

## **DEFINITIONS (Continued)**

- f. Certificate of Obligation – The Certificate of Act of 1971 (as amended) permits a County to issue certificates of obligations for the purpose of paying contractual obligations incurred in the construction of public works and the purchase of materials, supplies, equipment, buildings, professional services and real property. Certificates of obligation are normally secured by ad valorem tax revenue and there is no requirement for voter approval.
- g. Call Provisions – A clause in a bond contract granting the issuer the right to buy back all or part of an issue prior to the maturity date.
- h. Capital Lease – A contract for the purchase of capital equipment through installment payments.
- i. Commercial Paper – Short-term, unsecured promissory notes usually backed by a line of credit with a bank. Maturities do not exceed 270 days.
- j. Competitive Sales – A sale whereby the issuer determines the bond structure and solicits bids. The bonds are then awarded to the underwriting firm that submits the lowest interest costs for the debt.
- k. Continuing Disclosure – The principal that accurate and complete information material to the transaction, which potential investors would be likely to consider material in making investment decisions with respect to the securities, be made available on an ongoing basis.
- l. General Obligation – Bonds backed by the annual levy of an ad valorem tax as necessary, within the limits prescribed by law (if any), to pay off the bonds. Bonds are issued upon approval by the public in an election.
- m. Interest Rate Management Agreement – An agreement entered into in connection with the issuance of debt by an issuer or in connection with debt already outstanding, with a counterparty to provide for an exchange of payments based upon fixed and/or variable interest rates.
- n. Issuance Costs – The expenses associated with the sale of new securities, including such items as underwriter's spread, printing, legal fees and rating costs.
- o. Negotiated Sales – A sale whereby the issuer selects an underwriter in advance so that the underwriter can assist with determining the appropriate structure of the bonds.
- p. Private Placement – A sale whereby the issuer sells the bonds directly to an institutional investor.



## **DEFINITIONS (Continued)**

- q. Refunding Bonds – Bonds issued to retire a bond already outstanding that may be sold for cash and outstanding bonds redeemed with cash or exchanged with holders of outstanding bonds.
- r. Revenue Bonds – Bonds issued where the money raised to pay off the bonds comes from a non-tax revenue source or a special/specific enterprise fund.
- s. Tax Anticipation Notes – Short-term notes issued in anticipation of collections of taxes. Short-term notes issued by the county to finance current operations, with repayment from anticipated tax receipts. Also called tax anticipation warrant. These notes are issued at a discount, and must have a maturity of thirteen months or less, and mature either at a specific future date or when property and other taxes are collected. Tax anticipation notes hold first claim on tax receipts when collected.
- t. Variable Rate Debt – Bonds with interest rates that fluctuate based upon an index or pricing procedure. These bonds often offer lower interest rates and have short maturities.

**Bexar County Capital Improvement Program**

**Appendix A**

**FY 2006-07**

**Initial Project Outline**

Approved Project:	
Funding Codes (Fund/Agency/Org):	
Approved Budget:	
Sponsoring Office/Department:	
Project Liaison: Name	
Title	
Office Location	
Phone Number	

Timeline by Phase and Budget:		
Phase	Start Date/Completion Date	Approved Budget

Office/Department Approval:

\_\_\_\_\_

Authorized Signature

Date

**Bexar County Capital Improvement Program  
FY 2006-07  
Quarterly Project Report**

Approved Project:	
Funding Codes (Fund/Agency/Org):	
Approved Budget:	
Sponsoring Office/Department:	
Project Liaison: Name	
Title	
Office Location	
Phone Number	

Current Project Timeline by Phase and Budget:			
Phase	Start Date/ Date	Completion Date	Estimated Cost
			Approved Budget

If the project timeline and/or budget has changed since last quarter, please explain:

Attach contracts approved for this project since last quarterly project report

Office/Department Approval:

\_\_\_\_\_

Authorized Signature Date

# GLOSSARY OF TERMS

**Accounting System:** The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity.

**Activity:** A specific unit of work or service.

**APDO:** Appellate Public Defender Office.

**Appropriated Fund Balance:** The excess of an entity's revenues over expenditures and encumbrances over a specific period of time that are appropriated as part of the adopted budget. This fund balance is available for emergencies or unforeseen expenditures.

**Appropriation:** An authorization made by the Commissioners Court which allows officials to incur obligations and make expenditures of governmental resources. An appropriation is typically granted for periods of one year and specified for fixed amounts.

**Assessed Valuation:** An estimated value placed upon real and personal property by the appraisal district as the basis for levying property taxes.

**Assets:** Property owned by the County which has monetary value.

**Audit:** A systematic examination of resource utilization. The audit is a test of management's internal accounting controls and is intended to verify financial positions and the legality of transactions; to identify improvements in accounting systems and accuracy and consistency of transactions; and to certify the stewardship of officials responsible for governmental funds.

**Authorized Positions:** All positions authorized by Commissioners Court for each office and department. This includes both full time and part time positions. The numbers shown under authorized positions for FY 1997-98 represent the full time equivalents.

**Balance Sheet:** A statement purporting to present the financial position of an entity by disclosing the cost of its assets, liabilities, and equities as of a specified date.

**Balanced Budget:** A budget in which planned expenditures on goods, services and debt income is met by income from taxation and other governmental receipts.

**Base Budget:** Ongoing expense for personnel, contractual services, supplies, and equipment required to maintain service levels previously authorized by the Commissioners Court.

**Bond:** Bonds are used as long-term debt instruments to pay for capital expenditures. A bond is a written promise to pay a specified sum of money (principal) at a specified future date (maturity date), as well as periodic interest paid at a specified percentage of the principal (interest rate).

**Bond Rating:** The credit-worthiness of a government as evaluated by independent agencies.

**Budget (Operating):** A financial operation plan consisting of an estimate of proposed expenditures for a fiscal year and an estimate of proposed revenues. The term is also used to identify the officially approved expenditure levels under which the County and its offices and departments operate.

**Budget Calendar:** The schedule of key or target dates which the County follows in the preparation and adoption of the budget.

**Budget Document:** The instrument used by the Budget Officer to present a comprehensive financial program to the Commissioners Court.

**Budget Message:** The general discussion of the proposed budget presented in writing as a part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience and presents recommendations made by the Budget Officer.

**Capital Assets (Fixed Assets):** Assets of significant value which have a useful life of several years.

**Capital Budget:** A plan of proposed capital expenditures and the means of financing the proposals. The capital budget is established as part of the County's budget which includes both operating and capital expenditures. The capital budget is based on a Capital Improvement Program.

**Capital Expenditures:** The expenditure group used to fund capital outlay purchases such as furniture, computers, vehicles and kitchen and laundry equipment. Purchases made from the capital expenditures group become fixed assets of the County.

**Capital Improvement Program:** A multi-year plan for capital expenditures which sets forth each proposed capital project, identifies the expected beginning and ending date for each project, the amount to be expended each year, and the method of financing each capital project.

**Capital Improvements Project Activity:** A Capital Improvements Project Activity is one of the following groups of actions usually undertaken in a capital improvements project: planning and engineering, right-of-way acquisition, utility relocation, construction, and other costs for initial capital equipment.

**Capital Outlays:** Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, furniture and equipment.

**Carry Forward Balance:** The amount of excess revenues over expenditures within the same fund which are transferred from one fiscal year to the next.

**Cash Management:** The management of cash necessary to fund government services while investing temporary cash excesses to earn interest revenue. Cash management refers to the

activities of forecasting the inflows and the outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds to achieve the highest interest and return available for temporary cash balances.

**CDBG:** Community Development Block Grant.

**CEAP:** Comprehensive Energy Assistance Program.

**Certificate of Deposit:** A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

**Charge Back System:** A system designed for technology expenditures to be expensed to the individual offices and departments. This will help allocate the costs of technology to the offices and departments which benefit from these investments.

**Commodities:** Items of expenditure which, after use, are consumed or show a material change in their physical condition. Commodities are generally of limited value and are characterized by rapid depreciation (i.e. office supplies, motor fuel, etc.).

**Contingencies:** The expenditure group that includes all contingency funding such as undesignated funds and monies set aside for salary increases.

**Contingency:** A budgetary reserve set aside for emergencies or unforeseen expenditures.

**Contractual Services:** Items of expenditure from services the County receives from an internal service fund or an outside company.

**Current Taxes:** Taxes that are levied and due within one year.

**Debt Service:** The obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

**Delinquent Taxes:** Taxes which are unpaid after the due date, in which a penalty is assessed for non-payment.

**Department:** A major administrative division of the County that reports to Commissioners Court which indicates overall management responsibility for the operation of a group of related functions.

**Depreciation:** Expiration in the service life of capital assets attributable to wear and tear, deterioration, physical elements, inadequacy, or obsolescence. Depreciation is also the portion of the cost of a capital asset which is charged as an expense during a particular accounting period.

**Effective Tax Rate:** That tax rate which will generate the same amount of tax revenue on the same tax base in the next fiscal year as in the current fiscal year.

**Encumbrances:** Obligations in the form of purchase orders, contracts, or salary commitments which are reserved in specified appropriations. Encumbrances cease to exist when paid or when an actual liability is established.

**Enterprise Fund:** A fund used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to recover the cost of providing goods through fees. Rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures.

**Estimate:** The estimated actual expenditures and revenues for the fiscal year prior to the budget fiscal year. Used to determine the Carry Forward Balance.

**Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year.

**Expenditure Group:** A grouping of like expenditures used to exercise budgetary control. For example, the Personnel Services expenditure group includes salaries, social security and Medicare, retirement, group health insurance, group life insurance and workers compensation premiums. As office or department can over run an individual line item as long as the expenditure group remains within budget.

**Expenditures:** The cost of goods and services rendered.

**Fiscal Year:** The time period designated by the County signifying the beginning and ending periods for recording financial transactions. Bexar County has designated October 1 to September 30 as its fiscal year.

**Full Faith and Credit:** A pledge of the County's taxing power to repay debt obligations.

**Fund:** An independent fiscal and accounting entity with a self-balancing set of accounts, identifiable revenue sources and expenditures. Funds are segregated for the purpose of completing specific activities or attaining certain objectives.

**Fund Balance:** The excess of an entity's revenues over expenditures and encumbrances over a specific period of time.

**General Accounting Standards Board (GASB):** The current source of generally accepted accounting principles used by State and Local governments in the United States of America. GASB is a private, non-governmental organization.

**General Fund:** The largest fund within the County, the General Fund accounts for most of the financial resources of the government which may be used for any lawful purpose. General Fund revenues include property taxes, court costs and fines, licenses and permits, intergovernmental revenue, motor vehicle fees and other types of revenue. The General Fund usually includes most of the basic operating services, such as the Sheriff's Office, Jail, Judicial System, Parks Department, Fire Marshal, Information Services, Constables, Justices of the Peace, and Public Works.

**General Obligation Bond:** General Obligation Bonds must be authorized by public referenda. Bonds become General Obligation Bonds when the County pledges its full faith and credit to the repayment of the issued bonds.

**HOME** – Home Investment Partnership Act.

**Interfund Transactions:** The expenditure group used to account for transfers between funds. This group also includes cash matches budgeted for both anticipated and awarded grants.

**Interfund Transfers:** Amounts transferred from one fund to another.

**Intergovernmental Grant:** A contribution of assets by one governmental unit to another. In most cases the grants are made to local governments from the State and/or Federal Governments. Intergovernmental grants are usually made for specified purposes.

**Intergovernmental Revenue:** Revenue received from another government for a specified purpose. In Bexar County, intergovernmental revenue is received from the City of San Antonio, the State of Texas, the Federal Government, and other indirect sources.

**Internal Service Fund:** Funds utilized to account for the financing of goods or services provided by one department or office to other departments or offices within a government.

**Investment:** Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals, or base payments received.

**Liability:** Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. A liability does not include encumbrances.

**Long-Term Debt:** Debt with maturity of more than one year after the date of issuance.

**Maturities:** The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

**Object of Expenditure:** Expenditure classifications based upon the types of goods and services purchased. Examples of typical objects of expenditure include salaries, postage, supplies, copier expense, etc.

**Office:** A major administrative division of the County headed by an elected or appointed official which indicates overall management responsibility for the operation of a group of related functions.

**OPEB:** Other Post Employment Benefit.

**Operating Funds:** Resources derived from recurring revenue sources used to finance ongoing operating expenditures and "pay-as-you-go" capital projects.

**Operational Costs:** The expenditure group that includes all payments for services, including those provided through County internal service funds. Examples of expenses included in this



group are: postage, utilities, medical and legal services, architectural and engineering services, printing, microfilming, vehicle and radio repair and maintenance and contributions to other agencies.

**Performance Indicators:** Specific quantitative measures of work performed within an activity or program (i.e. total number of investigations conducted by the Sheriff's Office). Types of performance indicators include workload, efficiency (output) and effectiveness (outcome) indicators.

**Personnel Services:** The expenditure group that includes all personnel related costs such as salaries, social security and Medicare, retirement, group health insurance, group life insurance and workers compensation premiums.

**Program Budget:** A budget which focuses upon the goals and objectives of an agency or jurisdiction rather than upon its organizational budget units or object classes of expenditure.

**Program Change:** Requests submitted by offices and departments during the budget preparation process to change the level of service or method of operation. Generally, these requests are for additional resources including personnel, but may take the form of program reductions or elimination.

**Reconciliation:** A detailed summary of increases and decreases in departmental expenditures from one budget year to another.

**Reserve:** An account used to indicate that part of a fund's assets is legally reserved for a specific purpose.

**Resources:** Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

**Revenue:** The funds collected by a government.

**Revenue Bonds:** Government-issued bonds which do not pledge the full faith and credit of the jurisdiction, and must therefore rely on operating revenues other than property taxes to repay the bonded debt.

**Revenue Estimate:** A formal estimate of how much revenue will be earned from a specific revenue source for some future period.

**Risk Management:** An organized attempt to protect a government's assets against accidental loss.

**Shortfall:** The excess of expenditures over revenues during a single accounting period.

**Supplies and Materials:** The expenditure group that includes all payments for commodities. Examples of line items in this group include office supplies, small tools, ammunition, software, fuel and oil, clothing and bedding and uniforms.

**Tax Levy:** The total amount to be raised by general property taxes for operating and debt service purposes.

**Tax Rate :** The amount of tax levied for each \$100 of assessed valuation.

**Tax Rate Limit:** The maximum legal property tax rate at which a county may levy a tax. The limit may apply to taxes raised for a particular purpose or for a general purpose.

**Technology Fund:** The appropriations from the technology improvements fee line item (included in the individual offices and departments charge back system), where the actual purchases and expenses associated with technology projects will occur.

**TDHCA:** Texas Department of Housing and Community Affairs.

**TDSHS:** Texas Department of State Health Services.

**TFID:** Texas Task Force on Indigent Defense.

**Travel and Remunerations:** The expenditure group that includes travel, professional training, payments to staff for extradition services, payment of wages to election workers and the stipends paid to jurors.

**Unit Cost:** The cost required to produce a specific product or unit of service.

**User Charges (Fees):** The payment of a fee for direct receipt of a public service by the party benefiting from the service.

**Yield:** The rate earned on an investment based on the price paid for the investment.

# **CHANGE ORDER**

## **Change Order FY 2008-09**

### **Approval of the FY 2008-09 Proposed Budget**

Commissioners Court approves the FY 2008-09 Proposed Budget as filed with the County Clerk with the amendments recommended by the Planning and Resource Management Department included in the September 9, 2008 Memorandum "Recommended Changes to the FY 2008-09 Proposed Budget" (Attachment 1), as well as approving Attachments 1 through 13 for inclusion in the FY 2008-09 Adopted Budget.

### **Authorized positions**

The positions listed for each office and department in the FY 2008-09 Proposed Budget, as revised in Attachments 1 through 13 and Adopted by Commissioners Court, are the authorized positions for FY 2008-09. Deletions of any positions that are filled by an incumbent as of September 30, 2008 in the FY 2008-09 Adopted Budget will be eliminated effective October 31, 2008, unless otherwise specified, to allow for a smooth transition of affected employees. Positions that are vacant as of September 30, 2008 are eliminated effective October 1, 2008. New positions are effective October 1, 2008 unless otherwise specified.

### **General Fund, Special Revenue Funds, the Special Road and Bridge Fund, the Flood Control Operations Fund, the Fleet Maintenance Fund, Technology Improvement Fund, the Records Management Center Fund, and the Self-Insurance Funds, (Fund 001 through Fund 096, Fund 280, Fund 308, Fund 500, Fund 505, Fund 550, Fund 565)**

The FY 2008-09 Proposed Budget, as adopted by Commissioners Court, controls expenditures at the appropriation unit level for these funds. These appropriation units are:

- Personnel Services
- Travel and Remunerations
- Operational Costs
- Supplies and Materials
- Capital Expenditures
- Interfund Transfers
- Contingencies
- Court Appointed Attorneys

In the Special Road and Bridge Fund, the road projects are controlled by project.

In the Grants-in-Aid Fund, the grants are controlled by total grant allocation.

In the Technology Improvement Fund, revenue into the fund is provided by transferring the entire Technology Improvement Fee line item appropriation each fiscal year in each office or department budget to the Technology Improvement Fund.

In the Records Management Center Fund, revenue into the fund is provided by transferring the entire Record Storage Fee line item appropriation each fiscal year in each office or department budget to the Records Management Center Fund.

In the Self Insured Funds, partial revenue into the fund is provided by the periodic transfer of the entire Group Health, Group Life, and Workers Comp line item appropriation each fiscal year in each office or department budget to the respective funds.

In addition, the FY 2008-09 Proposed Budget, as adopted by Commissioners Court, controls expenditures at the department and office level with the following exceptions. These budgets are controlled at the division level as listed:

Sheriff's Office

- Adult Detention
- Law Enforcement
- Support Services
- Court Security Fund

Community Investment

- Community Investment Administration
- Community Programs
- Texas AgriLife
- Veterans Services
- Mental Health Advocacy

Criminal Justice Planning and Coordination Division

- Administration
- Dispute Resolution Center
- Forensic Science Center – Criminal Investigation Laboratory
- Forensic Science Center – Medical Examiner's Office
- Forensic Science Center – Operations (Facility)
- Pre-Trial Services
- Appellate Public Defender

Infrastructure Services

- Facilities Maintenance – Adult Detention
- Facilities Maintenance – County Buildings
- Facilities Maintenance – Juvenile Institutions
- Facilities Maintenance – County Parks
- Infrastructure Services – Administration
- Infrastructure Services – Energy Management
- Infrastructure Services – Environmental Services
- Farm to Market and Lateral Road Fund
- Special Road and Bridge Fund
- Parking Facilities Fund
- Fleet Maintenance Fund
- Storm Water Mitigation Fund
- Flood Control Fund

Judge and Commissioners

- Commissioners Court Administration
- Economic Development
- Emergency Management
- Fire Marshal
- Fire Code Fund

Planning and Resource Management

- Administration
- Budget
- Management and Financial Services

Human Resources  
County-wide Mail Distribution  
Small Minority Women Owned Business Enterprise

These funds, as stated, are appropriated and controlled at the appropriation unit level. These appropriation units are developed by summing up individual line items (object code allocations). The individual object code allocations that were used to develop the budget appropriations adopted in the FY 2008-09 Budget will be supplied to the County Auditor for entry into the financial management system, and are included in the adoption of the FY 2008-09 Budget. The County Auditor will use these object code allocations to establish the FY 2008-09 individual budget accounts in the financial management system.

**Recommended Changes to the FY 2008-09 Proposed Budget**

Attachment 1, Recommended Changes to the FY 2008-09 Proposed Budget, is the recommended changes to the FY 2008-09 Adopted Budget, as amended by Attachments 1 through 13.

**FY 2008-09 General Fund Revenue Projections**

Attachment 2, FY 2008-09 General Fund Revenue Projections, includes the amount of revenue certified by the County Auditor's Office by line item.

**County Elected and Precinct Officers Compensation**

Attachment 3, County Elected and Precinct Officers Compensation, provides the salary and auto allowance for Elected Officials that have changes to be effective the first pay period in October. The Elected Officials Compensation documents are adopted as part of the FY 2008-09 Adopted Budget.

**Personnel Action Changes and Clarifications to the Proposed Budget**

Attachment 4, FY 2008-09 Personnel Action Changes and Clarifications to the Proposed Budget, includes clarifications to personnel actions, as well as changes made after the Proposed Budget. The Compensation Section, when reclassifying a position, will calculate the new salary. The Compensation Section will provide the County Auditor's Office and offices and departments with a detailed report of the positions that are affected and the employee's recalculated base pay. These personnel actions are adopted as part of the FY 2008-09 Budget.

**Proposed Calendar Year 2009 Holiday Schedule**

Attachment 5, Proposed Calendar Year 2009 Holiday Schedule, is the proposed paid holiday schedule for calendar year 2009. This schedule is adopted as part of the FY 2008-09 Adopted Budget.

**Adjustments to Compensation Plan for FY 2008-09**

Attachment 6, Adjustments to Compensation Plan, describe proposed actions to the overall compensation system used by Bexar County to include new compensation programs (i.e. Progressive Pay Model, 6-Month Pay Increase) new Pay Tables, and a General Market Adjustment.

**Order Approving County Auditor Budget and Salary of County Auditor, Assistant County Auditors, and Court Reporters**

Attachment 7 is the order approving the public hearing held August 7, 2008.

**County Clerk**

Attachment 8, Adjustments to the FY 2008-09 Bexar County Clerk Narrative.

### **Infrastructure Services**

Attachment 9, Adjustments to the FY 2008-09 Bexar County Infrastructure Authorized Position List for Administration, Adult Detention Facilities Maintenance and County Buildings Facilities Maintenance.

### **Vehicle Replacement List**

Attachment 10 is the FY 2008-09 vehicle replacement list.

### **Other Post Employment Benefit (OPEB) Fund 050**

Attachment 11 is the FY 2008-09 revised budget for the OPEB Fund.

### **Self Insured Fund – Health and Life Insurance Fund 500**

Attachment 12 is the FY 2008-09 revised budget for the Self Insured Fund.

### **Technology Fund 565**

Attachment 13 is the FY 2008-09 revised budget for the Technology Fund. This change, including adopted program changes, reflects revised funding for all County Offices and departments.

### **Administrative Changes**

Central Magistration – District Clerk Proposed program change reads “the authorization of five Receptionists (NE-05)”. This should read, “The authorization of five **Office Assistant IV’s** (NE-05)”. There is no cost involved.

HOME & American Dream Down Payment Initiative Grant Funds Proposed program change reads, “The reclassification of one Housing Rehabilitation Inspector (E-01) to become an (E-03)”. This should read, “The reclassification of **two** Housing Rehabilitation Inspectors (E-01) to become (E-03).” There is no cost to the general fund.

The HOME Authorized Position List reads HOME Monitor “(FY 2007-08 Estimate Column – 0,” and should read “(FY 2007-08 Estimate Column) – 1”.

Community Development Block Grant (CDBG) Fund Proposed program change reads, “The reclassification of three CDBG Project Monitors (E-03) to become CDBG Project Analysts (E-04)”. This should read, “The reclassification of **five** CDBG Project Monitors (E03) to become CDBG Project Analysts (E-04)”. There is no cost to the general fund.

Additional language in the Grants-In-Aid, Fund 113 Narrative should read as follows, “**All grant funded authorized personnel is contingent upon award of proposed grant application(s) (if applicable).**”

Grants-In-Aid Narrative, Grant Authorized Position section should include **4.5 months of grant funding for the Criminal Justice Planning & Coordination, Justice Assistance Grant FY 2007-08 funding for the Administrative Clerk II**. The Administrative Clerk II will be paid for by the General Fund thereafter during FY 2008-09. Additionally, the Administrative Clerk II (NE-02) will be re-classed to a Mental Health Clerk (NE-04). The program change is reflected in the Change Memorandum.

Fire Marshal Emergency Management should read “**One proposed program change. The re-grade of the Fire Marshal/Emergency Management Coordinator from an (E-06) to an (E-07).**” The program change is funded in the Proposed Budget.

Justice of the Peace, Precinct 3 FY 2008-09 Proposed Authorized Position list reads “Assistant Court Clerk 4, Court Clerk 5;” this should read, “Assistant Court Clerk **6**, Court Clerk **6**.”

Juvenile Case Manager Fund (page 74-1) reads, “Justice of the Peace Case Manager Fund;” this should read, “**Juvenile Case Manager Fund**.”

The County Buildings Improvement Fund 210 (Short-Term Capital) reads, “Lakewood Acres Park Vehicles (4);” should read, “The Lakewood Acres Park Vehicles (**5**).” The funding amount does not change.

The Community Investment-Administration Authorized Position List reads **Intake Worker** “(FY 2006-07 Actual Column, FY 2007-08 Estimate, FY 2008-09 Proposed) – 1,” and should read “(FY 2006-07 Actual Column, FY 2007-08 Estimate, FY 2008-09 Proposed) – **.5**”

The Community Investment-Administration Authorized Position List should read “**Office Assistant I**” (FY 2006-07 Actual Column) – 0; (FY 2007-08 Estimate) – 1 and (FY 2008-09 Proposed) – **1**.

The County Auditor Authorized Position List (FY 2008-09 Proposed Budget Column) reads, “Staff Auditor I – Payroll – **2**”, it should read “Staff Auditor I – Payroll – **1**”.

The County Auditor Authorized Position List (FY 2008-09 Proposed Budget Column) should add one Staff Auditor II – Payroll.

The Information Services Authorized Position List should **add one “Court Technology Support Specialist” to the Planning and Technical Services Division.**

The Information Services Authorized Position List should move **one Video Conferencing Systems Manager** from the Technical Support Division **to the Planning and Technical Services Division.**

The Infrastructure Services-Environmental Services Program Justifications read “FY 2008-09 Proposed Budget reflects a less than increase” and should read “FY 2008-09 Proposed Budget reflects a **19** percent increase.”

The Infrastructure Services-Facilities Maintenance (Adult Detention Center) Program Justification reads “The second program change consists of a deletion of an Electronic Technician **II** (NE-05) with a cost savings of \$31,601” and should read “Electronic Technician **I** (NE-05).”

The Infrastructure Services-Facilities Maintenance (Adult Detention Center) Program Justification reads “The first program change consists of a title change for the Facilities Maintenance Supervisor to Facilities Operations Manager, which has no fiscal impact” should be deleted and placed in **Infrastructure Services-Facilities Maintenance (County Buildings)** to read “The fourth program change consists of a title change for the Facilities Maintenance **Manager** to Facilities Operations Manager, which has no fiscal impact.”

The Infrastructure Services-Facilities Maintenance (County Buildings) Travel and Remunerations reads “The FY 2008-09 Proposed Budget for the Travel and Remunerations group **remains virtually the same as compared to FY 2007-08 estimates**” and should read “The FY 2008-09 Proposed Budget for the Travel and Remunerations **increased significantly due to the funding of training for the new Hirsh Security Access Systems.**”



The Infrastructure Services-Facilities Maintenance (County Parks and Grounds) FY 2006-07 Actual Column, Operational Costs reads **\$369,935** and should read **\$217,746**.

The Infrastructure Services-Parking Facilities Fund Appropriations and Fund Summary FY 2008-09 Proposed Contingencies reads **\$0** and should read **\$8,356**. Program Justification should read **“The Contingency group includes \$8,356 to support salary increases.”**

The Infrastructure Services-Fleet Maintenance Fund Summary Appropriations reads **\$589,288** and should read **\$566,228**. The Contingencies should read **\$23,096**. Program Justification should read **“The Contingency group includes \$23,096 to support salary increases.”**

The Tax Assessor-Collector Authorized Position list (FY 2007-08 Estimate Column) reads **Title & Registration Processor I – 67**, this should read **Title & Registration Processor I – 68**.

The Tax Assessor-Collector Authorized Position list (FY 2008-09 Proposed Column) reads **Title & Registration Processor I – 66**, this should read **Title & Registration Processor I – 67**.

The Criminal Justice Planning & Coordination, Pre-Trial Services Authorized Position list (FY 2007-08 Estimate Column for Pre-Trial Bond Officer III) reads **“9”**; this should read **“11.”** The FY 2007-08 Total should read **“65”**.

General Fund Balance in the FY 2008-09 Proposed Budget	\$33,945,064
Increase in FY 2007-08 General Fund Revenue Estimates	415,346
Increase in FY 2008-09 General Fund Revenue Estimates	1,373,500
Increase in General Fund Proposed Appropriations	1,626,224
Revised Fund Balance	<b>\$34,107,686</b>
Recommended Fund Balance	<b>\$34,107,686</b>
Available Funds	\$0

**GENERAL FUND**

**Bexar County Auditor**

Increase the FY 2008-09 Office Supply Appropriation	\$59,256
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**Central Magistration Criminal District Courts**

Increase FY 2008-09 Contracted Services line item	\$219,668
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**Child Welfare Board**

Increase the FY 2008-09 Operational Costs Appropriation for the following:	
Authorize and fund the Intense Family Based Safety Services Unit	\$253,130
Authorize and fund the Intake Coordinator Program	\$55,000

**Civil District Courts**

Increase the FY 2008-09 Personnel Appropriation line item for the following:	
Authorize the Increase of the Temporary Salary line item	\$15,000
Authorize and Fund one Senior Court Support Specialist (E-3)	\$36,972

**Commissioners Court Administration**

Increase the FY 2008-09 Travel and Remunerations Appropriation	\$10,000
Increase the FY 2008-09 Operational Costs Appropriation	\$3,000

**Constable Precinct 1**

Authorize and fund two Deputy Constables (NE-08)	
Increase the FY 2008-09 Personnel Appropriation	\$122,534
Increase the FY 2008-09 Operational Costs Appropriation	\$13,702
Increase the FY 2008-09 Supply Appropriation	\$1,800

**Constable Precinct 2**

Authorize and Fund two Deputy Constables (NE-08)	
Increase the FY 2008-09 Personnel Appropriation	\$122,534
Increase the FY 2008-09 Operational Costs Appropriation	\$13,702
Increase the FY 2008-09 Supply Appropriation	\$3,000
Increase the FY 2008-09 Capital Appropriation	\$20,000
Authorize and fund two Criminal Warrant Deputies (NE-08)	
Increase the FY 2008-09 Personnel Appropriation	\$122,534
Increase the FY 2008-09 Operational Costs Appropriation	\$13,702
Increase the FY 2008-09 Supply Appropriation	\$1,800

**Criminal District Attorney**

Increase the FY 2008-09 Personnel Appropriation line item for the following:	
Reclassify one Office Assistant II (NE-03) to Office Assistant III (NE-04) Juvenile Section	\$2,122
Reclassify one Prosecutor IV (E-10) to Prosecutor V (E-13)	\$18,154
Reclassify one Office Assistant II (NE-03) to Office Assistant IV (NE-05) Criminal Section	\$4,471
Increase the FY 2008-09 Operational Costs Appropriation	\$9,195
Increase the FY 2008-09 Supply Appropriation	\$9,000

**Criminal Justice Planning & Coordination - Criminal Investigation Laboratory**

Reclassify the Quality Assurance Manager (E-09) to a (E-10)  
 Increase the FY 2008-09 Personnel Appropriation \$3,487

**Criminal Justice Planning & Coordination Medical Examiner**

Adjust the FY 2008-09 Personnel Appropriation line item for the following:  
 Authorize and fund Office Assistant II (NE-03) \$23,052  
 Authorize and fund Two Medical Investigators (NE-10) \$92,298  
 Authorize the deletion of the reclass of three Morgue Attendants (NE-03) to Autopsy Technician (NE-04) (\$17,784)  
 Authorize the reduction of FY 2008-09 Personnel Services Appropriation (\$44,268)

**Criminal Justice Planning & Coordination Pre-Trial Services**

Transfer Video Conferencing from Pre-trial Services General Fund to Pre-trial Services Short Term Capital (\$28,000)  
 Transfer Intake Station from Pre-trial Services General Fund to Pre-trial Services Short Term Capital (\$20,000)  
 Adjust the FY 2008-09 Personnel Appropriation line item for the following:  
 Authorize and fund Five Pre-Trial Bond Officers (NE-06) \$214,940  
 Authorize the increase of the Temporary Salaries line item \$231,184  
 Authorize and fund one Mental Health Clerk (NE-04) \$24,093  
 Authorize the deletion of two Pre-Trial Bond Officer Is (NE-05) (\$79,386)  
 Authorize the deletion of three Full-Time Temporary Data Clerks (NE-05) (\$80,532)

**Department of Public Safety (DPS)**

Authorize and fund two Office Assistant IIIs (NE-04)  
 Increase the FY 2008-09 Personnel Appropriation \$99,357  
 Increase the FY 2008-09 Operational Costs Appropriation \$500

**Infrastructure Services, Facilities Maintenance - Adult Detention Center**

Increase the FY 2008-09 Personnel Appropriation line item for the following:  
 Authorize the increase of the Temporary Salary line item \$26,838  
 Authorize and fund one HVAC Technician II (NE-08) position \$39,809

**Infrastructure Services, Facilities Maintenance - Parks and Grounds**

Increase the FY 2008-09 Travel and Remunerations \$2,000  
 Increase the FY 2008-09 contract services line item - Goat Mitigation Project \$25,000  
 Decrease the FY 2008-09 Vehicle Fuel and Oil Line Item (\$25,000)

**Justice of the Peace, Precinct 3**

Authorize and fund one Court Clerk (NE-04)  
 Increase the FY 2008-09 Personnel Appropriation \$29,076

**Purchasing**

Increase the FY 2008-09 Operational Appropriation for the IndataTech Inventory contract \$5,440

**Non-Departmental**

Decrease FY 2008-09 Operating Reserve (\$872,371)  
 Decrease FY 2008-09 Undesignated Funds (\$589,114)  
 Increase FY 2008-09 Sheriff Adult Detention Center Personnel Contingencies \$694,651  
 Increase FY 2008-09 Contributions to Outside Agencies \$2,600

**Sheriff Law Enforcement**

Increase the FY 2008-09 Personnel Appropriation for the following:  
 Authorize and fund eight (8) Sheriff Deputies (LE-03) \$319,892  
 Authorize and fund one Fleet Maintenance Supervisor (E-07) \$54,604  
 Authorize and fund one Fleet Technician (NE-05) \$34,822  
 Reclassify of one Office Assistant II (NE-03) to an Office Assistant III (NE-04) \$3,170  
 Reclassify of one Records/Identification Clerk (NE-01) to an Office Assistant I (NE-02) \$2,203

**Sheriff Support Services**

Reclassify of one Network Architect II from (E-07) to (E-08)	\$4,658
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**Sheriff Adult Detention Services**

Decrease the FY 2008-09 Personnel Appropriation	
Transfer the following positions to Contingencies pending Collective Bargaining negotiations	
two Fleet Technicians (NE-05)	(\$79,674)
seven Security Monitors (NE-02)	(\$240,231)
two Clothing Property Technicians (NE-02)	(\$68,637)
two Technical Support Specialist IV (NE-12)	(\$124,840)
four Deputy Detention Officers (DT-01)	(\$181,269)

**Tax Office**

Increase the FY 2008-09 Operational Costs Appropriation	\$18,336
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**Additional Appropriations**

Increase General Market Adjustment	\$450,000
Increase for Bexar County Juvenile Court Renovations	\$250,000
Increase for Library Services/Technology Center Contingencies	\$285,000
Authorize and fund a salary increase of Pre-Trial Services Operations Manager (E-10) to (E-11)	\$10,044

<b>Total- General Fund Expenditure Increase/ (Decrease)</b>	<b>\$1,626,224</b>
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**Adjust the FY 2008-09 Contributions to Outside Agency line Item for the following:**

Increase contribution to Christian Senior Services	\$6,000
Increase contribution to Children Advocates San Antonio (CASA)	\$30,000
Increase contribution to Detention Ministries	\$50,000
Increase contribution to Family Service Association	\$30,000
Increase contribution to Keep San Antonio Beautiful	\$5,000
Increase contribution to Project Quest	\$120,000
Increase contribution to San Antonio AIDS Foundation	\$988
Increase contribution to San Antonio Education Partnership	\$50,000
Increase contribution to the San Antonio Food Bank	\$10,112
Increase contribution to the San Antonio Sports Foundation	\$25,000
Increase contribution to Seton Home	\$15,000
Increase contribution to the San Antonio Opera	\$12,500
Increase contribution to the San Antonio Symphony	\$25,000
Increase contribution to the YWCA	\$10,000
Decrease contribution to San Antonio Technology Accelerator Initiative (SATAI)	(\$10,000)
Increase contribution to the Free Trade Alliance	\$10,000
Decrease contribution to Walzem Area Revitalization	(\$10,000)
Increase contribution to TheFund	\$15,000
Increase contribution to the Neighborhood Resource Center	\$10,000
Increase contribution to Blue Star	\$10,000
Increase contribution to the Medal of Honor	\$25,000
Decrease contribution to Compadres for Scholarships	(\$5,000)

<b>Total Increases to Outside Agencies</b>	<b>\$434,600</b>
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**OTHER FUNDS****County Buildings Capital Improvement Fund**

Include FY 2007-08 HVAC Control Replacement To the Adult Detention Center Project - Fund 208	\$632,000
Create FY 2008-09 Capital Lease Buyout Project -Fund 210 (Long-Term Capital)	\$8,450,000
Create FY 2008-09 Pre-Trial Services Project - Fund 210 (Short-Term Capital)	\$48,000
Video Conferencing for CJPC Pre-Trial Services (\$28,000)	
Intake Station for CJPC Pre-Trial Services (\$20,000)	
Decrease Mental Holding Unit (MHU) Renovations Project - Fund 210 (Long-Term Capital)	(\$650,000)
Create FY 2008-09 ZAP Trucks and Storage Project - Fund 210 (Short Term Capital)	\$97,000
Create FY 2008-09 Adult Probation Technology Project - Fund 210 (Short Term Capital)	\$159,639

<b>Flood Control (Fund 309)</b>	
Increase Mission Reach Project	\$864,937
Decrease Contingencies	(\$864,397)
<b>Fund 003 County Clerk Records Management Fund</b>	
Decrease FY 2007-08 Fines and Court Costs Revenue	(\$130)
Increase FY 2007-08 Other Fees Revenue	\$17,693
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$16,545)
<b>Fund 004 County Wide Records Management Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$15,219
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$1,366)
<b>Fund 005 Court Security Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$18,084
Increase FY 2007-08 Other Fees Revenue	\$4,190
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$10,910)
<b>Fund 006 JP Technology Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$2,047
Increase FY 2007-08 Revenue from Use of Assets Revenue	(\$1,663)
<b>Fund 007 Fire Code Fund</b>	
Increase FY 2007-08 Other Fees Revenue	\$93,163
Decrease FY 2007-08 Sales, Refunds and Miscellaneous Revenue	(\$45,445)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$43,091
<b>Fund 009 District Clerk Records Management Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$15
Increase FY 2007-08 Other Fees Revenue	\$2,415
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$834
<b>Fund 011 Law Library Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$22,543
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$659)
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$1,393
<b>Fund 014 Dispute Resolution Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$2,683
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$407
Decrease FY 2007-08 Interfund Transfers Revenue	(\$3,090)
<b>Fund 015 JP Security Fund</b>	
Decrease FY 2007-08 Fines and Court Costs Revenue	(\$4,615)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$2,550
Increase FY 2008-09 Revenue from Use of Assets Revenue	\$1,400
<b>Fund 016 Domestic Relations Office Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$2,222
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$1,944
<b>Fund 026 Parking Facilities Fund</b>	
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$466
Decrease FY 2008-09 Revenue from Use of Assets Revenue	(\$9,900)
<b>Fund 035 Juvenile Case Manager Fund</b>	
Increase FY 2007-08 Fines and Court Costs Revenue	\$3,293
<b>Fund 096 Farm to Market and Lateral Road Fund</b>	
Decrease FY 2007-08 Ad Valorem Taxes Revenue	(\$172)
Increase FY 2007-08 Other Taxes, License and Permits Revenue	\$7,737
Increase FY 2007-08 Other Fees Revenue	\$60,272
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$351)
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$65,693

**Fund 280 Special Road and Bridge Fund**

Decrease FY 2007-08 Revenue from Fees on Motor Vehicles	(\$70,672)
Decrease FY 2007-08 Revenue from Use of Assets Revenue	(\$7,888)
Decrease FY 2007-08 Sales, Refunds and Miscellaneous Revenue	(\$55,371)
Increase FY 2008-09 Sales, Refunds and Miscellaneous Revenue	\$300

**Fund 308 Flood Projects Fund**

Increase FY 2007-08 Ad Valorem Taxes Revenue	\$740,496
Decrease FY 2007-08 Other Taxes, License and Permits Revenue	(\$12)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$17,168
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$970

**Fund 400 Debt Service Fund**

Increase FY 2007-08 Ad Valorem Taxes Revenue	\$693,169
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$6,824
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$29,175
Increase FY 2007-08 Proceeds of General Long Term Debt Revenue	\$1,150,013
Increase FY 2007-08 Interfund Transfers Revenue	\$393,340
Increase FY 2008-09 Ad Valorem Taxes Revenue	\$115,750

**Fund 505 Workers Comp Fund**

Decrease FY 2007-08 Stop Loss Recovery Revenue	(\$15,639)
Decrease FY 2007-08 Premiums Revenue	(\$3,034,554)
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$3,160,298
Decrease FY 2008-09 Premiums Revenue	(\$2,500,556)
Decrease FY 2008-09 Stop Loss Recovery Revenue	(\$1,000)
Increase FY 2008-09 Sales, Refunds and Miscellaneous Revenue	\$3,201,500

**Fund 550 Fleet Maintenance Fund**

Decrease FY 2007-08 Sales, Refunds and Miscellaneous Revenue	(\$379,358)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$379,363
Decrease FY 2008-09 Sales, Refunds and Miscellaneous Revenue	(\$568,900)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$568,900

**Fund 575 Records Management Center Fund**

Decrease FY 2007-08 Interest from Investments Revenue	(\$3,520)
Decrease FY 2007-08 Other Income Revenue	(\$383,282)
Increase FY 2007-08 Revenue from Use of Assets Revenue	\$3,520
Increase FY 2007-08 Sales, Refunds and Miscellaneous Revenue	\$383,283
Increase FY 2008-09 Revenue from Use of Assets Revenue	\$1,000
Decrease FY 2008-09 Other Income Revenue	(\$386,197)
Increase FY 2008-09 Sales, Refunds and Miscellaneous Revenue	\$386,197

**COUNTY OF BEXAR**

**CERTIFICATION OF COUNTY REVENUE  
FISCAL YEAR 2008-2009  
OCTOBER 1, 2008 – SEPTEMBER 30, 2009**

**September 9, 2008**

**TOMMY J. TOMPKINS, CPA  
BEXAR COUNTY AUDITOR**

September 9, 2008

Mr. David Smith  
Executive Director, Planning and Resource Management  
Bexar County, Texas

**RE: Certification of County Revenue for the Fiscal Year Ending  
September 30, 2009**

As required by Local Government Code §111.063(b) and §111.0707 please find attached the required certifications of anticipated revenues for the various operating funds in and for Bexar County, Texas for the fiscal year ending September 30, 2009.

Should there be any questions related to the information included herein, please do not hesitate to call on me.

A handwritten signature in black ink, reading "Tommy J. Tompkins". The signature is stylized with a long horizontal stroke extending to the right.

Tommy J. Tompkins, CPA  
Bexar County Auditor

Copies Provided To:

- Honorable Nelson Wolff, County Judge
- Honorable Sergio Rodriquez, Commissioner Precinct 1
- Honorable Paul Elizondo, Commissioner Precinct 2
- Honorable Lyle Larson, Commissioner Precinct 3
- Honorable Tommy Adkisson, Commissioner Precinct 4



**BEXAR COUNTY, TEXAS  
 CERTIFICATION OF ESTIMATED REVENUE, TRANSFERS  
 AND FUND BALANCES  
 For The Fiscal Year Ending September 30, 2009**

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**BEXAR COUNTY, TEXAS  
 CERTIFICATION OF ESTIMATED REVENUE, TRANSFERS  
 AND FUND BALANCES  
 For The Fiscal Year Ending September 30, 2009**

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**001 General Fund**

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>Ad Valorem Taxes</b>			
1110 Current Year - Gross	224,190,585	224,415,000	236,065,000
1120 Delinquent - Gross	3,550,000	3,445,200	3,350,000
1130 Penalty & Interest	2,188,830	2,233,500	2,198,400
1140 Discounts	1	-	-
1180 Refunds	-	(1,000)	(1,000)
1190 TIF Due to Other Cities	(1,500,000)	(1,500,000)	(2,000,000)
<b>Total</b>	<u>228,429,416</u>	<u>228,592,700</u>	<u>239,612,400</u>
<b>Other Taxes, License &amp; Permits</b>			
1135 Rendition Penalty	4,221	75,000	25,000
1210 Mixed Beverage Tax	6,199,911	5,939,000	6,479,200
1220 Bingo Tax	783,952	709,400	794,800
1233 Vehicle Sales Tax	3,387,580	3,577,000	4,240,000
1234 Vehicle Inventory Tax Overage	273,742	125,000	200,000
<b>Total</b>	<u>10,649,406</u>	<u>10,425,400</u>	<u>11,739,000</u>
<b>Licenses and Permits</b>			
1250 Beer & Liquor License	464,752	458,400	480,600
1260 Marriage License	198,673	198,200	352,000
1270 Bondsmen License	9,600	7,500	8,500
1290 Septic/Building Permits	208,713	250,300	228,100
<b>Total</b>	<u>881,738</u>	<u>914,400</u>	<u>1,069,200</u>
<b>Intergovernmental Revenue</b>			
1185 Payment in Lieu of Taxes	22,392	1,000	1,000
2050 State Apportionment-Emergency	36,071	48,500	49,900
2089 Title IV - D	521,033	450,000	450,000
2090 Title IV - E Foster Care	822	110,000	2,500
2091 SSA Incentive Payments	110,800	130,900	140,500
2092 Title IV E DA Prosecution	241,746	250,000	240,000
2104 Fed SWBPI	75,074	75,000	75,000
2105 Federal - SCAAP	421,350	276,200	300,000
2120 State - County Courts	450,528	900,000	650,000
2140 State - TDHS Food Stamp Welfare Fraud	-	1,000	1,000
2160 COSA	22,422	-	1,000
2161 COSA Jury	7,279	15,000	10,000
2162 COSA UHS Reimbursement	-	-	203,000
2170 State - TDHS-School Lunch Program	421,034	385,500	415,200
2180 City of San Antonio - Crime Lab	1,245,796	1,401,000	1,421,000
2181 Medical Examiner Contract with SAPD	94,556	81,000	81,000
2190 Fourth Court of Appeals	60,000	60,000	60,000
2199 TIF Administration Fees	62,762	20,000	20,000
2200 Other Receipts From Governments	19,751	13,000	13,600
2201 Change of Venue	-	500	-
2252 State - Indigent Defense	1,056,596	659,800	1,098,068
2253 State Asst. Prosecutors Longevity Pay	244,090	260,000	250,000
2254 Capital Appeals Reimbursement	-	1,000	-

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
2297 State Witness Reimbursement	37,481	1,000	1,000
2298 State SB 1704 Jury Supplement	570,520	525,000	525,000
2299 DA Supplement	-	33,000	To Fund 029
<b>Total</b>	<u>5,722,103</u>	<u>5,698,400</u>	<u>6,008,768</u>

**Fines & Courts Costs**

3010 Fines	9,486,303	12,895,000	10,350,000
3010 Fines Sheriff's Motorcycle Unit			400,000
3010 CSTBL 4 Enhancement Traffic	Revenue Enhancement		200,000
3020 Bond Forfeitures	1,329,723	718,000	963,600
3030 Justice of the Peace	911,756	359,300	920,000
3036 Child Restraint	3,002		1,000
3037 Juv Case Management	-	-	To Fund 035
3040 Constables	3,203,464	2,925,000	3,319,000
3040 CSTBL 3 Enhancement Warrants	Revenue Enhancement		185,000
3040 CSTBL 4 Enhancement Warrants	Revenue Enhancement		143,000
3050 Jury Request	61,165	65,900	64,600
3060 Trial	441	100	100
3070 Felony	154,560	178,200	177,400
3075 Judicial Court Cost LCG 133.105	43,685	49,000	40,000
3080 Misdemeanor	1,803,438	1,662,000	1,758,100
3090 Civil	4,975,661	5,666,000	5,062,000
3091 Estray Animal Proceeds	10,473	500	1,000
3092 Failure to Appear County Share	25,643	12,200	15,200
3100 Sheriff Tax Sale Fee	894,179	909,300	951,000
3110 Probate	488,981	441,700	484,800
3120 Mental Health	246,315	220,900	220,900
3130 Condemnation	3,987	4,600	3,800
3141 Transaction Fee	184,170	166,600	193,800
3150 Extradition	68,038	91,000	76,200
3151 County Clerk - Front Office	105,676	142,900	118,000
3170 Child Support	419	500	500
3173 Court Appointed Atty Criminal	1,112,144	1,065,000	1,103,500
3180 Probation Supervisory	-	100	100
3190 Dispute Resolution	75,491	12,000	48,000
3200 Driving Course Fee	100,947	117,500	113,300
3232 Constable Commission Precinct 2	2,222.88	1,000	1,000
3240 Breath Alcohol Testing	110	500	500
3260 Jury	65,191	59,200	59,800
3270 School Attendance	157,693	134,800	141,900
3271 School Zone Violation	43,276	-	25,000
3290 Guardian Fee	-	-	To Fund 036
<b>Total</b>	<u>25,558,153</u>	<u>27,898,800</u>	<u>27,142,100</u>

**Fees on Motor Vehicles**

4110 Vehicles Licenses Issued	2,709,397	2,581,000	2,700,800
4120 Mail Registration Fee	246,217	220,000	225,000
4140 Certificates of Title Issued	2,011,187	1,979,000	2,000,000
4150 Duplicate License Receipts	87,170	117,500	111,200
4160 Transfers of Title	250,178	252,400	240,100
4180 Child Safety Fee	60,633	57,800	58,200
4195 DA Subpoena Fee	4,109	-	1,000
<b>Total</b>	<u>5,368,891</u>	<u>5,207,700</u>	<u>5,336,300</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>Other Fees</b>			
5020 Recordings	5,674,677	7,450,000	5,250,000
5022 Drug Testing Fee	177,520	160,000	160,000
5023 Electronic Monitoring Fee	295,028	154,500	250,000
5024 GPS Monitoring Fee	166,576	250,000	194,000
5030 Certifications	514,522	467,700	491,200
5035 Tax Liens Transfers	16,824	1,000	2,000
5040 Acknowledgements	48,993	55,800	53,200
5050 Process Service for Other Agency	217,453	218,300	218,800
5051 Alarm System Fee Initial	103,776	80,000	85,000
5052 Alarm System Fee Renewal	111,900	95,000	130,000
5053 Alarm System Fee False	3,330	2,500	1,500
5060 Beer	1,721	1,400	1,500
5065 Passport Fee	66,635	55,100	64,200
5080 Stenographer	509,812	577,000	520,000
5090 ME Examination Fees	365,872	520,000	413,100
5091 Crime Lab Fees	292,066	377,000	332,200
5092 Med Exam South Texas Blood & Tissue	201,684	180,000	201,684
5140 Probate Education Fee	-	25,000	To Fund 037
5150 Cost Collections	756,782	819,300	799,600
5151 Trust Administration Fee	94,173	125,000	85,000
5155 Civil Legal Service	21,383	17,800	17,400
5160 Time Payment Fee	208,883	220,100	224,400
5170 Western Union Transfer Fee	30,089	20,000	22,000
5193 Plat Fees (From 1290)	41,030	100,000	35,000
5200 Park Reservations	151,614	178,000	178,000
5260 Collection Commissions	31,616	-	30,000
5300 Return Check Fee	68,372	64,900	64,900
5301 Check Reissue Fee	1,205	500	1,000
5350 Record Search	5,429	5,300	5,400
5600 Master Fee	156,248	125,900	150,000
5700 Personal Bond	498,543	581,500	480,000
5710 Bail Bond Fee	114,965	105,200	109,400
5711 Expungement Fee	30	-	-
5712 Family Protection Fee SB 6	122,593	125,000	120,000
5870 Fire Inspection Fee	59,742	48,400	59,200
5910 Race Track Fee	14,003	9,600	14,800
5980 Administrative Fee	19,717	14,500	16,700
5990 Miscellaneous Fee	31,814	16,000	16,800
5993 Application Fee	2,667	5,500	2,000
<b>Total</b>	<b>11,199,286</b>	<b>13,252,800</b>	<b>10,799,984</b>
<b>Detention Board Bills</b>			
6010 Adult - Immigration	47,762	57,900	54,800
6020 Adult - U.S. Marshal	50,029	45,400	51,000
6040 Adult - City of San Antonio	-	1,000	1,000
6050 Adult - Other	170,520	236,700	215,000
6110 Adult - Work Release Program	444,519	450,000	450,000
<b>Total</b>	<b>712,829</b>	<b>791,000</b>	<b>771,800</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>Commissions on Ad Valorem Taxes</b>			
7120 Hospital District	590,828	570,000	596,795
7130 School & Special Districts	1,364,869	1,163,000	1,226,933
7135 SARA	285,547	248,000	287,919
7140 Municipalities	482,531	472,000	487,756
<b>Total</b>	<b>2,723,775</b>	<b>2,453,000</b>	<b>2,599,403</b>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	4,954,824	5,436,450	2,979,000
7515 Sweep Estimate	2,098,596	3,187,550	1,486,000
7520 Rentals of Land & Buildings	-	50,000	-
7521 INS Reimbursement Prisoner	2,433,767	1,991,000	2,700,000
7522 FED Reimbursement Prisoner	8,660,443	7,642,000	9,163,000
7531 Rent Alderstate United Method	2,640	-	2,700
7532 Rent Notary Booth	4,200	-	4,200
7533 Rent Shoe Shine	562	-	632
7534 Rent ATM Machines	5,400	-	5,250
7535 Rent Cafeteria	27,768	-	27,768
7550 Election Rentals	174,564	81,000	600,000
7551 Election Supplies Rental	71,897	5,000	22,000
7570 Parking	507	500	500
7591 Book Royalties	-	500	500
<b>Total</b>	<b>18,435,168</b>	<b>18,394,000</b>	<b>16,991,550</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8210 Land and Buildings	11,100	-	1,000
8220 Waste, Scrap & Supplies	2,921	2,700	2,800
8240 Copies	483,720	425,000	325,000
8260 Equipment	207,565	204,000	200,000
8281 Commissary Meal Revenue (SHF)	6,139	-	13,000
8290 Excess Proceeds Tax Sales	68,712	-	500
8420 Refunds on Prior Year Expense	314,348	173,700	237,200
8421 Refund of Payroll Expense	13,472	1,000	1,000
8440 Refunds of Computer Expense	177,284	180,000	180,000
8441 Reimburse CSCD Computer Expense	-	100,000	-
8450 Stop Loss Recovery	27,223	45,500	20,000
8455 Restitution Receipts	319	-	-
8460 Refunds on Attorney's	100	-	-
8470 Indirect Cost (Grant) Recovery	145,250	131,900	144,400
8490 Refunds - Other	4,686	21,800	8,700
8491 Vendor Rebates	57,427	58,800	50,000
8600 Overages	1,977	500	500
8610 Commission on Vending Machines	142,880	152,200	154,200
8611 Inmate Calls	-	-	-
8620 Commission on Pay Telephones	2,000,465	2,381,000	2,277,500
8630 Cancellation of Checks	-	60,000	60,000

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
8640 Donations	250	-	-
8641 Tax Statement Mailing	70,000	70,000	70,000
8650 Miscellaneous	97,111	75,000	80,000
8652 SWMBE Revenue	44,800	80,000	65,000
8700 Service Fees	7,775	-	9,500
8701 Garnishment Fees	22,008	-	25,500
8702 Reimbursement from Employees	10,002	80,000	8,000
<b>Total</b>	<u>3,917,536</u>	<u>4,163,100</u>	<u>3,933,800</u>
<b>Interfund Transfers</b>			
9911 From Law Library	14,529	14,529	14,529
9920 From Parking Facility	3,070	3,070	3,070
9965 From Tech. Serv. Fund	26,546	26,546	26,546
<b>Total</b>	<u>44,145</u>	<u>44,145</u>	<u>44,145</u>
<b>Appropriated Fund Balance</b>		49,667,550	
<b>Total General Fund</b>		<u>313,642,446</u>	<u>326,048,450</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>49,136,102</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>003 County Clerk Records Management Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3140 Records Management	3,518	3,000	3,000
<b>Total</b>	<b>3,518</b>	<b>3,000</b>	<b>3,000</b>
<b>Other Fees</b>			
5250 Records Management & Preservation	1,505,626	1,700,000	1,500,000
5251 Archival Fee	1,323,076	1,500,000	1,300,000
<b>Total</b>	<b>2,828,702</b>	<b>3,200,000</b>	<b>2,800,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	311,906	388,000	186,700
<b>Total</b>	<b>311,906</b>	<b>388,000</b>	<b>186,700</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refunds on Prior Year Expense	1,576	-	500
<b>Total</b>	<b>1,576</b>	<b>-</b>	<b>500</b>
<b>Appropriated Fund Balance</b>		5,509,918	
<b>Total County Clerk Records Mgmt Fund</b>	<b>3,145,703</b>	<b>9,100,918</b>	<b>2,990,200</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>7,105,861</b>
<b>004 County Wide Records Mgmt Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3140 Records Management	485,156	465,100	470,100
<b>Total</b>	<b>485,156</b>	<b>465,100</b>	<b>470,100</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	24,338	18,000	14,600
<b>Total</b>	<b>24,338</b>	<b>18,000</b>	<b>14,600</b>
<b>Appropriated Fund Balance</b>		361,714	
<b>Total County Wide Records Mgmt Fund</b>	<b>509,495</b>	<b>844,814</b>	<b>484,700</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>568,900</b>



	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>005 Courthouse Security Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3250 Courthouse Security	209,921	207,100	208,100
3251 JP Security	192,318	201,200	175,800
<b>Total</b>	<b>402,238</b>	<b>408,300</b>	<b>383,900</b>
<b>Other Fees</b>			
5070 Courthouse Security (Front)	338,951	401,500	335,100
<b>Total</b>	<b>338,951</b>	<b>401,500</b>	<b>335,100</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	2,387	10,000	700
<b>Total</b>	<b>2,387</b>	<b>10,000</b>	<b>700</b>
<b>Interfund Transfers</b>			
9910 From General Fund	351,196	351,196	638,535
<b>Total</b>	<b>351,196</b>	<b>351,196</b>	<b>638,535</b>
<b>Appropriated Fund Balance</b>		125,976	
<b>Total Courthouse Security Fund</b>	<b>1,094,772</b>	<b>1,296,972</b>	<b>1,358,235</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>23,256</b>

<b>006 JP Technology Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3035 JCTF	233,183	283,400	251,000
<b>Total</b>	<b>233,183</b>	<b>283,400</b>	<b>251,000</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	29,964	36,000	18,000
<b>Total</b>	<b>29,964</b>	<b>36,000</b>	<b>18,000</b>
<b>Appropriated Fund Balance</b>		584,171	
<b>Total JP Technology Fund</b>	<b>263,147</b>	<b>903,571</b>	<b>269,000</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>881,564</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>007 Fire Code Fund</b>			
<b>Other Fees</b>			
5900 Fire Code Fee	920,460	789,700	675,000
<b>Total</b>	<b>920,460</b>	<b>789,700</b>	<b>675,000</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	43,091	47,000	25,800
<b>Total</b>	<b>43,091</b>	<b>47,000</b>	<b>25,800</b>
<b>Appropriated Fund Balance</b>		1,301,872	
<b>Total Fire Code Fund</b>	<b>963,551</b>	<b>2,138,572</b>	<b>700,800</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>1,218,854</b>
<b>009 District Clerk Records Mgt</b>			
<b>Fines &amp; Courts Costs</b>			
3140 Records Management	15	-	-
<b>Total</b>	<b>15</b>	<b>-</b>	<b>-</b>
<b>Other Fees</b>			
5250 Records Mgmt & Preservation	118,305	107,300	110,300
<b>Total</b>	<b>118,305</b>	<b>107,300</b>	<b>110,300</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	5,431	2,000	2,600
<b>Total</b>	<b>5,431</b>	<b>2,000</b>	<b>2,600</b>
<b>Appropriated Fund Balance</b>		4,129	
<b>Total District Clerk Records Mgt</b>	<b>123,751</b>	<b>113,429</b>	<b>112,900</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>28,982</b>
<b>010 Unclaimed Money Fund</b>			
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	5,254	2,600	1,100
<b>Total</b>	<b>5,254</b>	<b>2,600</b>	<b>1,100</b>
<b>Appropriated Fund Balance</b>		8,000	
<b>Total Unclaimed Money Fund</b>	<b>5,254</b>	<b>10,600</b>	<b>1,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>17,445</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>011 Law Library Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3160 Law Library	761,413	561,300	625,000
<b>Total</b>	<b>761,413</b>	<b>561,300</b>	<b>625,000</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	17,262	24,000	10,200
<b>Total</b>	<b>17,262</b>	<b>24,000</b>	<b>10,200</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8240 Copies	106,919	100,900	101,000
<b>Total</b>	<b>106,919</b>	<b>100,900</b>	<b>101,000</b>
<b>Appropriated Fund Balance</b>		278,228	
<b>Total Law Library Fund</b>	<b>885,595</b>	<b>964,428</b>	<b>736,200</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>489,540</b>

<b>014 Dispute Resolution Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3190 Dispute Resolution	504,374	525,700	515,700
<b>Total</b>	<b>504,374</b>	<b>525,700</b>	<b>515,700</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	407	2,000	200
<b>Total</b>	<b>407</b>	<b>2,000</b>	<b>200</b>
<b>Interfund Transfers</b>			
9910 From General Fund	39,888	39,888	92,824
<b>Total</b>	<b>39,888</b>	<b>39,888</b>	<b>92,824</b>
<b>Appropriated Fund Balance</b>		27,598	
<b>Total Dispute Resolution Fund</b>	<b>544,669</b>	<b>595,186</b>	<b>608,724</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>-</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>015 JP Security Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3251 JP Security	41,540	62,300	58,600
<b>Total</b>	<u>41,540</u>	<u>62,300</u>	<u>58,600</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	3,414	3,000	1,900
<b>Total</b>	<u>3,414</u>	<u>3,000</u>	<u>1,900</u>
<b>Appropriated Fund Balance</b>		91,865	
<b>Total JP Security Fund</b>	<u>44,954</u>	<u>157,165</u>	<u>60,500</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>120,572</u>
<b>016 Domestic Relations Office</b>			
<b>Intergovernmental Revenue</b>			
<b>Fines &amp; Courts Costs</b>			
3171 Domestic Relations Fee	451,771	450,000	450,000
<b>Total</b>	<u>451,771</u>	<u>450,000</u>	<u>450,000</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	6,503	3,000	2,300
<b>Total</b>	<u>6,503</u>	<u>3,000</u>	<u>2,300</u>
<b>Appropriated Fund Balance</b>		73,616	
<b>Total Domestic Relations Office Fund</b>	<u>458,274</u>	<u>526,616</u>	<u>452,300</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>225,827</u>
<b>017 Probate Contribution Fund</b>			
<b>Intergovernmental Revenue</b>			
2122 State Payroll Supplement	80,000	80,000	80,000
<b>Total</b>	<u>80,000</u>	<u>80,000</u>	<u>80,000</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	39,970	51,700	31,400
<b>Total</b>	<u>39,970</u>	<u>51,700</u>	<u>31,400</u>
<b>Appropriated Fund Balance</b>		982,000	
<b>Total Probate Contribution Fund</b>	<u>119,970</u>	<u>1,113,700</u>	<u>111,400</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>901,717</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>018 Fire Marshall LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	1,103	950	1,000
<b>Total</b>	<b>1,103</b>	<b>950</b>	<b>1,000</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	136	100	100
<b>Total</b>	<b>136</b>	<b>100</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		3,900	
<b>Total Fire Marshall LEOSE Fund</b>	<b>1,239</b>	<b>4,950</b>	<b>1,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>5,698</b>

<b>019 Sheriff's LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	104,685	106,000	104,000
<b>Total</b>	<b>104,685</b>	<b>106,000</b>	<b>104,000</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	1,772	900	500
<b>Total</b>	<b>1,772</b>	<b>900</b>	<b>500</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refunds of Prior Year Expense	2,324	-	-
<b>Total</b>	<b>2,324</b>	<b>900</b>	<b>-</b>
<b>Appropriated Fund Balance</b>		800	
<b>Total Sheriff's LEOSE Fund</b>	<b>108,781</b>	<b>107,700</b>	<b>104,500</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>84,375</b>

<b>020 Distric Attorney LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	4,198	3,900	4,100
<b>Total</b>	<b>4,198</b>	<b>3,900</b>	<b>4,100</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	-	100	100
<b>Total</b>	<b>-</b>	<b>100</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		-	
<b>Total District Attorney LEOSE Fund</b>	<b>4,198</b>	<b>4,000</b>	<b>4,200</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>958</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>021 Costable 1 LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	1,751	1,700	1,700
<b>Total</b>	<u>1,751</u>	<u>1,700</u>	<u>1,700</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	101	100	100
<b>Total</b>	<u>101</u>	<u>100</u>	<u>100</u>
<b>Appropriated Fund Balance</b>		3,100	
<b>Total Constable 1 LEOSE Fund</b>	<u>1,852</u>	<u>4,900</u>	<u>1,800</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>4,388</u>
<b>022 Constable 2 LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	2,129	2,100	2,100
<b>Total</b>	<u>2,129</u>	<u>2,100</u>	<u>2,100</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	411	100	100
<b>Total</b>	<u>411</u>	<u>100</u>	<u>100</u>
<b>Appropriated Fund Balance</b>		14,000	
<b>Total Constable 2 LEOSE Fund</b>	<u>2,540</u>	<u>16,200</u>	<u>2,200</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>14,738</u>
<b>023 Constable 3 LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	1,822	1,700	1,800
<b>Total</b>	<u>1,822</u>	<u>1,700</u>	<u>1,800</u>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	56	100	100
<b>Total</b>	<u>56</u>	<u>100</u>	<u>100</u>
<b>Appropriated Fund Balance</b>		1,200	
<b>Total Constable 3 LEOSE Fund</b>	<u>1,878</u>	<u>3,000</u>	<u>1,900</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>2,488</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>024 Constable 4 LEOSE Fund</b>			
<b>Intergovernmental Revenue</b>			
2031 LEOSE	1,535	1,400	1,500
<b>Total</b>	<b>1,535</b>	<b>1,400</b>	<b>1,500</b>
<b>Revenue from Use of Assets</b>			
7510 Interest From Investments	29	100	100
<b>Total</b>	<b>29</b>	<b>100</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		2,700	
<b>Total Constable 4 LEOSE Fund</b>	<b>1,564</b>	<b>4,200</b>	<b>1,600</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>1,995</b>
<b>026 Parking Facilities Fund</b>			
<b>Revenue From Use of Assets</b>			
7510 Interest from Investments	24,887	26,000	14,100
7570 Parking	693,429	630,300	645,000
<b>Total</b>	<b>718,316</b>	<b>656,300</b>	<b>659,100</b>
<b>Appropriated Fund Balance</b>		541,273	
<b>Total Parking Facilities Fund</b>	<b>718,316</b>	<b>1,197,573</b>	<b>659,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>397,853</b>
<b>028 Drug Court Program</b>			
<b>Other Fees</b>			
5180 Drug Court Fee	25,745	-	50,000
<b>Total</b>	<b>25,745</b>	<b>-</b>	<b>50,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest from Investments	-	-	100
<b>Total</b>	<b>-</b>	<b>-</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		-	
<b>Total Drug Court Program</b>	<b>25,745</b>	<b>-</b>	<b>50,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>25,916</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>035 Juvenile Case Manager Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3037 Juvenile Case Manager	268,048	309,000	255,000
<b>Total</b>	<b>268,048</b>	<b>309,000</b>	<b>255,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest from Investments	-	-	100
<b>Total</b>	<b>-</b>	<b>-</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		-	
<b>Total Juvenile Case Manager Fund</b>	<b>268,048</b>	<b>309,000</b>	<b>255,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>12,977</b>
<b>050 Other Post Employment Benefits Fund</b>			
<b>Sales, Refunds &amp; Miscellaneous</b>			
8552 Insurance Premium Retiree Health	874,290	481,500	775,000
<b>Total</b>	<b>874,290</b>	<b>481,500</b>	<b>775,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest from Investments	22,512	-	80,000
<b>Total</b>	<b>22,512</b>	<b>-</b>	<b>80,000</b>
<b>Interfund Transfers</b>			
9922 Transfer from Workers Comp Fund	-	-	2,500,000
9923 Transfer from Self-Insurance Fund	-	-	3,381,297
9910 Transfer from General Fund	5,150,000	-	2,500,000
<b>Total</b>	<b>5,150,000</b>	<b>-</b>	<b>8,381,297</b>
<b>Total Other Post Employment Benefits Fund</b>	<b>6,046,802</b>	<b>481,500</b>	<b>9,236,297</b>
<b>Appropriated Fund Balance</b>		-	
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>5,150,000</b>
<b>051 Juvenile Delinquency Prevention Fund</b>			
<b>Fines &amp; Courts Costs</b>			
3280 Graffiti Eradication	3,021	1,000	1,000
<b>Total</b>	<b>3,021</b>	<b>1,000</b>	<b>1,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest from Investments	234	100	100
<b>Total</b>	<b>234</b>	<b>100</b>	<b>100</b>
<b>Appropriated Fund Balance</b>		7,300	
<b>Total Juvenile Delinquency Prevention Fund</b>	<b>3,255</b>	<b>8,400</b>	<b>1,100</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>11,182</b>



	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>096 Farm to Market &amp; Lateral Road Fund</b>			
<b>Ad Valorem Taxes</b>			
1120 Delinquent - Gross	709	1,500	1,500
1130 Penalty & Interest	2,238	3,900	3,300
<b>Total</b>	<u>2,947</u>	<u>5,400</u>	<u>4,800</u>
<b>Other Taxes, License &amp; Permits</b>			
1290 Drive Way/Building Permits	169,107	232,000	155,000
<b>Total</b>	<u>169,107</u>	<u>232,000</u>	<u>155,000</u>
<b>Intergovernmental Revenue</b>			
2030 State Apportionment - Lateral	90,000	90,000	90,000
<b>Total</b>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
<b>Fees on Motor Vehicles</b>			
4130 Vehicle Sales Tax	7,904,354	8,346,000	6,360,000
<b>Total</b>	<u>7,904,354</u>	<u>8,346,000</u>	<u>6,360,000</u>
<b>Other Fees</b>			
5193 Plat Fees	369,270	575,000	300,000
<b>Total</b>	<u>369,270</u>	<u>575,000</u>	<u>300,000</u>
<b>Revenue From Use of Assets</b>			
7510 Interest	74,934	100,000	42,800
<b>Total</b>	<u>74,934</u>	<u>100,000</u>	<u>42,800</u>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8220 Waste, Scrap, Etc	35	-	-
8260 Vehicles & Road Equipment	-	7,200	-
8420 Refunds on Prior Year Expense	6,968	500	500
8450 Insurance Claims & Refunds	43,352	-	-
8480 Refund of Services	-	1,000	1,000
8490 Refunds - Other	14,907	-	-
8650 Miscellaneous	484	-	-
<b>Total</b>	<u>65,746</u>	<u>8,700</u>	<u>1,500</u>
<b>Interfund Transfers</b>			
9910 From General Fund	1,240,559	1,561,545	4,240,000
<b>Total</b>	<u>1,240,559</u>	<u>1,561,545</u>	<u>4,240,000</u>
<b>Appropriated Fund Balance</b>		1,300,552	
<b>Total Farm to Market &amp; Lateral Road Fund</b>		<u>9,916,918</u>	<u>11,194,100</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>68,024</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>113 Grants-in-Aid Fund</b>			
<b>Intergovernmental Revenue</b>			
2020 Federal - Grants-in-Aid	5,634,440	6,800,000	6,800,000
2060 State - Grants in Aid	8,742,264	6,200,000	7,000,000
2200 Other Receipts from Government	215,539	230,000	250,000
<b>Total</b>	<b>14,592,243</b>	<b>13,230,000</b>	<b>14,050,000</b>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	16,057	15,000	9,800
<b>Total</b>	<b>16,057</b>	<b>15,000</b>	<b>9,800</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8560 Payments by Program Participants	25,308	30,000	25,000
8640 Donations	1,617,936	500,000	500,000
8650 Miscellaneous	4,772	-	-
<b>Total</b>	<b>1,648,016</b>	<b>530,000</b>	<b>525,000</b>
<b>Interfund Transfers</b>			
9910 Matching Funds From Various Funds	664,155	600,000	600,000
9975 Transfers from Domestic Relations	6,626	-	500
<b>Total</b>	<b>670,781</b>	<b>600,000</b>	<b>600,500</b>
<b>Total Grants-in-Aid Fund</b>	<b>16,927,098</b>	<b>14,375,000</b>	<b>15,185,300</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>-</b>
<b>117 Home Program Fund</b>			
<b>Intergovernmental Revenue</b>			
2020 Federal - Grants-in-Aid	699,561	250,000	250,000
<b>Total</b>	<b>699,561</b>	<b>250,000</b>	<b>250,000</b>
<b>Total Home Programs Fund</b>	<b>699,561</b>	<b>250,000</b>	<b>250,000</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>-</b>
<b>120 CDBG Program Fund</b>			
<b>Intergovernmental Revenue</b>			
2020 Federal - Grants-in-Aid	1,280,215	2,000,000	2,200,000
<b>Total</b>	<b>1,280,215</b>	<b>2,000,000</b>	<b>2,200,000</b>
<b>Total CDBG Programs Fund</b>	<b>1,280,215</b>	<b>2,000,000</b>	<b>2,200,000</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>-</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>203 - 2003 Capital Bond Program Fund</b>			
<b>Intergovernmental Revenue</b>			
2163 Saws Interlocal Agreements	543,418	-	-
2164 CPS Energy Interlocal Agreements	38,975	-	-
2165 Bexarmet Interlocal Agreements	449,027	-	-
2196 Sara Interlocal Agreements	21,486	-	-
<b>Total</b>	<u>1,052,906</u>	<u>-</u>	<u>-</u>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8640 Donations	190,000	-	-
<b>Total</b>	<u>190,000</u>	<u>-</u>	<u>-</u>
<b>Proceeds from General Long-Term Debt</b>			
9810 GO Bond Proceeds	15,205,000	15,208,000	-
9820 CO Proceeds	-	1,778,000	-
9827 Commerical Paper Proceeds	14,856,155	28,709,000	22,722,977
<b>Total</b>	<u>30,061,155</u>	<u>45,695,000</u>	<u>22,722,977</u>
<b>Interfund Transfers</b>			
9914 Transfers from 208	49,997	-	-
9917 Transfers from 281	1,000,000	-	-
9980 Transfers from 400	1,000	-	-
<b>Total</b>	<u>1,049,997</u>	<u>-</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		8,976,100	
<b>Total 2003 Capital Bond Program Fund</b>	<u>32,354,058</u>	<u>54,671,100</u>	<u>22,722,977</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>31,115,789</u>
<b>204 - 2004 Certificate of Obligation Fund</b>			
<b>Appropriated Fund Balance</b>		55,000	-
<b>Total 2004 Certificate of Obligation Fund</b>	<u>-</u>	<u>55,000</u>	<u>-</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>28,774</u>
<b>205 - 2005 Certificate of Obligation Fund</b>			
<b>Appropriated Fund Balance</b>		1,113,000	
<b>Total 2005 Certificate of Obligation Fund</b>	<u>-</u>	<u>1,113,000</u>	<u>-</u>
<b>Estimated Unencumbered Fund Deficit 9-30-08</b>			<u>(20,593)</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>207 FY 06 Capital Projects</b>			
<b>Proceeds from General Long-Term Debt</b>			
9827 Commerical Paper Proceeds	2,688,073	3,051,000	372,782
<b>Total</b>	<u>2,688,073</u>	<u>3,051,000</u>	<u>372,782</u>
<b>Appropriated Fund Balance</b>		-	
<b>Total FY 06 Capital Projects</b>	<u>2,688,073</u>	<u>3,051,000</u>	<u>372,782</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>318,778</u>
<b>208 FY 07 Capital Projects</b>			
<b>Proceeds from General Long-Term Debt</b>			
9827 Commerical Paper Proceeds	5,947,618	6,961,000	3,914,021
9820 CO Proceeds	46,491,880	56,521,000	-
<b>Total</b>	<u>52,439,498</u>	<u>63,482,000</u>	<u>3,914,021</u>
<b>Appropriated Fund Balance</b>		13,365,000	
<b>Total FY 07 Capital Projects</b>	<u>52,439,498</u>	<u>63,482,000</u>	<u>3,914,021</u>
<b>Estimated Unencumbered Fund Deficit 9-30-08</b>			<u>(14,402,525)</u>
<b>209 FY 08 Capital Projects</b>			
<b>Proceeds from General Long-Term Debt</b>			
9827 Comercial Paper Proceeds	2,031,946	10,000,000	8,107,508
9820 CO Proceeds	8,183,120	10,839,000	-
<b>Total</b>	<u>10,215,066</u>	<u>20,839,000</u>	<u>8,107,508</u>
<b>Interfund Transfers</b>			
9980 Transfers from Debt Service	288,584	-	-
<b>Total</b>	<u>288,584</u>	<u>-</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		-	
<b>Total FY 08 Capital Projects</b>	<u>10,503,650</u>	<u>20,839,000</u>	<u>8,107,508</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>6,888,935</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>210 FY 09 Capital Projects</b>			
<b>Proceeds from General Long-Term Debt</b>			
9820 CO Proceeds	-	-	66,189,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>66,189,000</b>
<b>Appropriated Fund Balance</b>		-	
<b>Total FY 09 Capital Projects</b>	<b>-</b>	<b>-</b>	<b>66,189,000</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			-
<b>250 Capital Lease Program fund</b>			
<b>Revenue From Use of Assets</b>			
7515 Sweep Estimate	89,433	73,700	49,800
<b>Total</b>	<b>89,433</b>	<b>73,700</b>	<b>49,800</b>
<b>Proceeds from General Long-Term Debt</b>			
9826 Capital Lease Drawdowns	4,719,752	5,543,942	1,300,000
<b>Total</b>	<b>4,719,752</b>	<b>5,543,942</b>	<b>1,300,000</b>
<b>Appropriated Fund Balance</b>		3,394,282	
<b>Total Capital Lease Program Fund</b>	<b>4,809,185</b>	<b>9,011,924</b>	<b>1,349,800</b>
<b>Estimated Unencumbered Fund Deficit 9-30-08</b>			(2,353,042)

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>280 Special Road &amp; Bridge Fund</b>			
<b>Fees on Motor Vehicles</b>			
4110 Vehicles Licenses Issued	12,476,568	11,947,100	11,877,000
4170 Weight Fee	29,250	50,000	50,000
<b>Total</b>	<u>12,505,818</u>	<u>11,997,100</u>	<u>11,927,000</u>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	814,272	500,000	467,400
<b>Total</b>	<u>814,272</u>	<u>500,000</u>	<u>467,400</u>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8210 Land & Buildings	1,300	-	-
8220 Waste, Scrap & Supplies	8,896	6,900	7,100
8250 Traffic Signs	30,372	65,000	28,000
8260 Vehicles & Road Equipment	14,400	73,500	12,000
8270 Maps & Plans	13,536	1,000	1,000
8300 Subdivision Road Assessment	4,128	10,200	7,800
8420 Refunds on Prior Year Expense	15,068	1,000	1,000
8490 Refunds - Other	55,952	1,000	1,000
8648 Sale of Fixed Assets	2,000	-	-
8650 Miscellaneous	421	-	-
<b>Total</b>	<u>146,073</u>	<u>158,600</u>	<u>57,900</u>
<b>Appropriated Fund Balance</b>		13,133,526	
<b>Total Special Road &amp; Bridge Fund</b>	<u>13,466,163</u>	<u>12,655,700</u>	<u>12,452,300</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>19,602,970</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>281 Multi Year Special Road &amp; Bridge Fund</b>			
<b>Interlocal Agreements</b>			
2160 City of San Antonio	306,000	-	-
2163 SAWS	368,600	-	-
2164 CPS	109,788	-	-
2250 Rcts Schools	300,000	-	-
<b>Total</b>	<b>1,084,388</b>	<b>-</b>	<b>-</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8640 donations	1,719,000	-	-
<b>Total</b>	<b>1,719,000</b>	<b>-</b>	<b>-</b>
<b>Interfund Transfers</b>			
9915 From Road and Bridge Fund	5,104,974	17,725,226	4,500,000
<b>Total</b>	<b>5,104,974</b>	<b>17,725,226</b>	<b>4,500,000</b>
<b>Appropriated Fund Balance</b>			
<b>Total Multi Year Special Road &amp; Bridge Fund</b>	<b>7,908,362</b>	<b>17,725,226</b>	<b>4,500,000</b>
<b>Estimated Unencumbered Fund Deficit 9-30-08</b>			<b>(4,779,125)</b>
<b>282 TXDOT and ATD Pass Through Financing Fund</b>			
2163 SAWS	2,443,042	-	-
2164 CPS	2,766,763	-	-
2165 Bexarmet	1,691,183	-	-
<b>Total</b>	<b>6,900,988</b>	<b>17,725,226</b>	<b>-</b>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	847,094	519,100	475,100
<b>Total</b>	<b>847,094</b>	<b>519,100</b>	<b>475,100</b>
<b>Proceeds from General Long-Term Debt</b>			
9820 CO Proceeds	-	32,341,445	32,341,445
<b>Total</b>	<b>-</b>	<b>32,341,445</b>	<b>32,341,445</b>
<b>Appropriated Fund Balance</b>			
		21,000,000	
<b>Total TXDOT and ATD Pass Through Fund</b>	<b>8,595,177</b>	<b>53,860,545</b>	<b>32,816,545</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>(19,516,218)</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>308 Flood Projects Fund</b>			
<b>Ad Valorem Taxes</b>			
1110 Current Year - Gross	15,821,107	15,383,000	16,026,274
1120 Delinquent - Gross	20,814	30,000	40,000
1130 Penalty & Interest	84,163	21,000	21,000
<b>Total</b>	<u>15,926,084</u>	<u>15,434,000</u>	<u>16,087,274</u>
<b>Other Taxes, License &amp; Permits</b>			
1135 Rendition Penalty	205	4,500	500
<b>Total</b>	<u>205</u>	<u>4,500</u>	<u>500</u>
<b>Intergovernmental Revenue</b>			
2195 SARA Bexar Appraisal Reimbursement	13,045	40,000	10,000
<b>Total</b>	<u>13,045</u>	<u>40,000</u>	<u>10,000</u>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	379,816	25,000	206,200
<b>Total</b>	<u>379,816</u>	<u>25,000</u>	<u>206,200</u>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refunds on Prior Year Expense	5,813	-	-
<b>Total</b>	<u>5,813</u>	<u>-</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		510,500	
<b>Total Flood Projects Fund</b>		<u>16,324,963</u>	<u>16,303,974</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>17,041,165</u>
<b>309 Multi Year Flood Projects Fund</b>			
<b>Proceeds from General Long-Term Debt</b>			
9820 C of O Proceeds	68,975,000	62,982,000	67,384,000
<b>Total</b>	<u>68,975,000</u>	<u>62,982,000</u>	<u>67,384,000</u>
<b>Interfund Transfers</b>			
9930 Transfer from fund 308	-	-	-
<b>Total</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		-	
<b>Total Flood Projects Fund</b>		<u>68,975,000</u>	<u>67,384,000</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>97,876,743</u>



	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>310 County Buildings Fund</b>			
Appropriated Fund Balance End of Year		1,101,000	
<b>Total County Buildings Fund</b>	-	1,101,000	-
<b>Estimated Unencumbered Fund Balance 9-30-08</b>		1,101,000	1,817,202
<b>330 Short-term Capital Projects Fund</b>			
Appropriated Fund Balance	-	547,000	
<b>Total S-T Capital Projects Fund</b>	-	547,000	-
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			553,702
<b>339 EDC Toyota Program Fund</b>			
Appropriated Fund Balance		3,657,900	
<b>Total EDC Toyota Program Fund</b>	-	3,657,900	-
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			7,708,171
<b>360 Detention Facilities Fund</b>			
Appropriated Fund Balance		1,577,000	
<b>Total Detention Facilities Fund</b>	-	1,577,000	-
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			443,157

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>400 Debt Service Fund</b>			
<b>Ad Valorem Taxes</b>			
1110 Current Year - Gross	35,562,000	35,562,000	49,502,803
1120 Delinquent - Gross	401,565	500,000	500,000
1130 Penalty & Interest	290,410	260,000	260,000
1180 Refunds	-	(1,000)	(500)
<b>Total</b>	<b>36,253,975</b>	<b>36,321,000</b>	<b>50,262,303</b>
<b>Revenue From Use of Assets</b>			
7510 Interest From Investments	5,638,817	5,000,000	5,000,000
7515 Sweep Interest	185,344	-	-
<b>Total</b>	<b>5,824,161</b>	<b>5,000,000</b>	<b>5,000,000</b>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refund of Prior Year Expense	29,175	-	-
<b>Total</b>	<b>29,175</b>	<b>-</b>	<b>-</b>
<b>Proceeds of Gen Long Term Debt</b>			
9823 Premium on bond issue	1,150,013	-	-
<b>Total</b>	<b>1,150,013</b>	<b>-</b>	<b>-</b>
<b>Interfund Transfers</b>			
9910 Transfers from General Fund	10,000	-	-
9920 Transfers from Parking	150,000	150,000	150,000
9931 Transfers from 309	-	2,347,758	-
9950 Transfers from Capital Project	419,847	-	-
<b>Total</b>	<b>579,847</b>	<b>2,497,758</b>	<b>150,000</b>
<b>Appropriated Fund Balance</b>			
		36,896,737	
<b>TOTAL REVENUES</b>			
	43,837,171	75,715,495	55,412,303
<b>EXPENDITURES</b>			
4697 Paying Agent Fees		10,000	10,000
4699 Bond Issuing Expense		740,000	740,000
5430 S A River Authority (FC)		5,200,000	5,200,000
8810 G O Bonds 1999 - Prin		2,590,000	2,705,000
8859 G O Bonds 1999 - Int		779,410	656,385
8811 G O Bonds 2000 - Prin		545,000	575,000
8861 G O Bonds 2000 - Int		86,000	58,750
8812 Refunding G O 2002 - Prin		4,230,000	1,970,000
8862 Refunding G O 2002 - Int		379,500	168,000
8813 Refunding G O 2004 - Prin		1,135,000	1,160,000
8863 Refunding G O 2004 - Int		501,275	472,900

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>400 Debt Service Fund</b>			
<b><u>EXPENDITURES (con't)</u></b>			
Unlimited Tax Bonds - principle		-	315,000
8864 Unlimited Tax Bonds - Int		241,165	241,165
8816 Refunding GO 2005 - Int		1,012,450	1,012,450
Refunding Ltd Tax Bonds - Prin		-	460,000
8865 Refunding Ltd Tax Bonds - Int		400,166	400,168
8817 SIB Loan - Prin		1,301,839	929,461
8867 SIB Loan - Int		96,000	22,307
8818 Refunding G O 2006 - Prin		945,000	975,000
8868 Refunding G O 2006 - Int		208,775	170,975
8890 Commercial Paper - Int		425,000	1,900,000
8908 C of O 1999 - Prin		1,085,000	1,130,000
8958 C of O 1999 - Int		252,565	206,453
8910 C of O 2002 - Prin		1,090,000	1,145,000
8960 C of O 2002 - Int		578,275	523,775
8911 C of O 2002 - Prin (FC)		335,000	345,000
8961 C of O 2002 - Int (FC)		173,312	159,076
8912 C of O 2004 - Prin		865,000	885,000
8962 C of O 2004 - Int		562,962	541,338
8913 C of O 2004 - Prin (FC)		-	185,000
8963 C of O 2004 - Int (FC)		142,650	142,650
8914 C of O 2004 - Prin		-	2,615,000
8964 C of O 2004 - Int		1,167,437	1,167,437
2007 Flood Control - Prin		1,560,000	1,165,000
2007 Flood Control - Int		3,111,522	3,504,950
2007 Pass - Through Int		820,074	964,794
2007 Road - Prin		-	670,000
2007 Road - Int		783,124	897,850
2007 Cos - Prin		840,000	740,000
2007 Cos - Int		921,388	1,020,669
06/01/08 Unlimited Tax Road Bonds -Prin		-	445,000
06/01/08 Unlimited Tax Road Bonds - Int		-	733,652
06/01/08 Tax & Revenue C.O. - Prin		-	1,690,000
06/01/08 Tax & Revenue C.O. - Int		-	2,557,861
06/01/08 Flood Control Tax & Rev C.O. - Prin		-	985,000
06/01/08 Flood Control Tax & Rev C.O. - Int		-	3,413,737
2008 Pass - Through Int		-	1,526,000
<b>Total Expenditures</b>		<b>\$ 35,114,889</b>	<b>\$ 49,502,803</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>48,223,170</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>500 Self Insurance- Health/Life Fund</b>			
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refunds of Prior Year Expense	167	-	-
8450 Stop Loss Recovery	562,837	1,000	1,000
8451 Insurance Rebates	-	500	-
8550 Insurance Premiums Employer Health	19,666,924	18,056,000	21,376,823
8551 Insurance Premium Employee Health	5,549,535	5,350,000	5,651,906
8552 Insurance Premium Retiree Health	-	-	To Fund 050
8553 Insurance Premium Other Health	70,817	100,000	27,638
8554 Insurance Premium Employer Life	379,526	474,652	-
8555 Insurance Premium Retiree Life	75,260	80,250	75,000
8558 Medicare ParD D Subsidy	102,256	-	-
<b>Total</b>	<b>26,407,322</b>	<b>24,062,402</b>	<b>27,132,367</b>
<b>Interfund Transfers</b>			
9910 From General Fund	2,860,749	2,860,749	-
<b>Total</b>	<b>2,860,749</b>	<b>2,860,749</b>	<b>-</b>
<b>Appropriated Fund Balance</b>		473,919	
<b>Total Self Insurance Health/Life Fund</b>		<b>29,268,071</b>	<b>27,132,367</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>2,034,085</b>
<b>505 Self Insurance- Workers Comp Fund</b>			
<b>Sales, Refunds &amp; Miscellaneous</b>			
8420 Refunds Prior Year	36,289	-	-
8450 Stop Loss Recovery	15,639	1,000	1,000
8452 Workers Comp Subrogation Receipts	-	500	500
8550 Insurance Premiums	3,108,370	3,210,000	3,200,000
<b>Total</b>	<b>3,160,298</b>	<b>3,211,500</b>	<b>3,201,500</b>
<b>Appropriated Fund Balance</b>		4,132,685	
<b>Total Self Insurance Workers Comp Fund</b>		<b>7,344,185</b>	<b>3,201,500</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>6,197,827</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>550 Fleet Maintenance Fund</b>			
<b>Revenue From Use of Assets</b>			
8350 Fleet Maintenance	379,358	1,143,195	568,900
8420 Refunds of Prior Year Expense	5	-	-
<b>Total</b>	<u>379,363</u>	<u>1,143,195</u>	<u>568,900</u>
<b>Appropriated Fund Balance End of Year</b>		352,695	
<b>Total Fleet Maintenance Fund</b>	<u>379,363</u>	<u>1,495,890</u>	<u>568,900</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>259,719</u>
<b>565 Technology Service Fund</b>			
<b>Sales, Refunds &amp; Miscellaneous</b>			
8351 Technology Services	1,806,170	1,063,961	1,135,102
8420 Refunds - Prior Year	23,795	-	-
<b>Total</b>	<u>1,829,965</u>	<u>1,063,961</u>	<u>1,135,102</u>
<b>Interfund Transfers</b>			
9910 Tfrs from General Fund	119,000	119,000	-
<b>Total</b>	<u>119,000</u>	<u>119,000</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		674,287	
<b>Total Technology Service Fund</b>	<u>1,948,965</u>	<u>1,857,248</u>	<u>1,135,102</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>235,627</u>
<b>575 Records Management Center Fund</b>			
<b>Use of Assets</b>			
7570 Parking Fees	3,520	-	1,000
<b>Total</b>	<u>3,520</u>	<u>-</u>	<u>1,000</u>
<b>Sales, Refunds &amp; Miscellaneous</b>			
8352 Records Management Storage Fee	383,283	383,262	386,197
<b>Total</b>	<u>383,283</u>	<u>383,262</u>	<u>386,197</u>
<b>Interfund Transfers</b>			
9910 From General Fund	28,000	28,000	-
<b>Total</b>	<u>28,000</u>	<u>28,000</u>	<u>-</u>
<b>Appropriated Fund Balance</b>		642,738	
<b>Total Records Management Center Fund</b>	<u>414,803</u>	<u>1,054,000</u>	<u>387,197</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<u>615,324</u>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>590 Arena Venue Fund</b>			
<b>Other Taxes, License &amp; Permits</b>			
1235 Motor Vehicle Tax	7,136,431	6,698,058	To Fund 911
1236 Hotel Occupancy Tax	13,396,696	15,137,800	To Fund 911
1237 License Fee	1,300,000	1,300,000	To Fund 911
<b>Total</b>	<b>21,833,127</b>	<b>23,135,858</b>	<b>-</b>
<b>Use of Assets</b>			
7510 Interest Income	1,782,792	2,293,163	To Fund 911
<b>Total</b>	<b>1,782,792</b>	<b>2,293,163</b>	<b>To Fund 911</b>
<b>Appropriated Fund Balance</b>		53,303,780	-
<b>Total Arena Venue Fund</b>	<b>23,615,919</b>	<b>78,732,801</b>	<b>-</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>115,998,702</b>
<b>680 Election Contract Svcs Fund</b>			
<b>Intergovernmental Revenues</b>			
2162 Various - Election Contract	910,943	25,000	1,750,000
<b>Total</b>	<b>910,943</b>	<b>25,000</b>	<b>1,750,000</b>
<b>Other Fees</b>			
5162 Election Officer Service Fee	36,113	1,000	250,000
<b>Total</b>	<b>36,113</b>	<b>1,000</b>	<b>250,000</b>
<b>Appropriated Fund Balance</b>		-	
<b>Total Election Contract Services Fund</b>	<b>947,057</b>	<b>26,000</b>	<b>2,000,000</b>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			<b>277,810</b>
<b>682 Chapter 19 Voter Registration Fund</b>			
<b>Intergovernmental Revenues</b>			
2032 State Chapter 19 Voter Registration	315,252	300,000	340,082
<b>Total</b>	<b>315,252</b>	<b>300,000</b>	<b>340,082</b>
<b>Appropriated Fund Balance</b>		23,128	-
<b>Total Chapter 19 Voter Registration Fund</b>	<b>315,252</b>	<b>323,128</b>	<b>340,082</b>
<b>Estimated Unencumbered Fund Deficit 9-30-08</b>			<b>-</b>

	FY 2008 Annualized	FY 2008 Budget	FY 2009 Projection
<b>755 Motor Vehicle Inventory Tax Fund</b>			
<b>Use of Assets</b>			
7515 Interest from Sweep	250,372	208,700	150,500
Total	<u>250,372</u>	<u>208,700</u>	<u>150,500</u>
<b>Appropriated Fund Balance</b>			
		348,071	
<b>Total Motor Vehicle Inventory Tax Fund</b>			
	<u>250,372</u>	<u>556,771</u>	<u>150,500</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			
			<u>347,040</u>
<b>760 DA Hot Check Fund</b>			
<b>Fees from Motor Vehicles</b>			
4190 DA Hot Check Processing Fee	679,208	675,000	727,800
Total	<u>679,208</u>	<u>675,000</u>	<u>727,800</u>
<b>Revenue from Use of Assets</b>			
8650 Miscellaneous	1,444	-	500
Total	<u>1,444</u>	<u>-</u>	<u>500</u>
<b>Appropriated Fund Balance</b>			
		793,100	
<b>Total DA Hot Check Fund</b>			
	<u>680,652</u>	<u>1,468,100</u>	<u>728,300</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			
			<u>683,928</u>
<b>911 Community Venue Program</b>			
<b>Other Taxes, License &amp; Permits</b>			
1235 Motor Vehicle Tax	-	-	6,890,000
1236 Hotel Occupancy Tax	-	-	13,650,400
1237 License Fee	-	-	1,300,000
Total	<u>-</u>	<u>-</u>	<u>21,840,400</u>
<b>Use of Assets</b>			
7510 Interest Income	-	-	1,071,900
Total	<u>-</u>	<u>-</u>	<u>1,071,900</u>
<b>Appropriated Fund Balance</b>			
		-	
<b>Total Community Venue Program</b>			
	<u>-</u>	<u>-</u>	<u>22,912,300</u>
<b>Estimated Unencumbered Fund Balance 9-30-08</b>			

Pursuant to Local Government Code Section 111.063 (b) (4) and (5) I certify the following projected revenues for the year ending September 30, 2008 and estimated revenues for the fiscal year ending September 30, 2009. The detailed revenue accounts supporting these resources are summarized and included.

**ORDER OF BEXAR COUNTY COMMISSIONERS  
SETTING THE 2008 TAX RATE AND LEVYING TAXES  
FOR BEXAR COUNTY FOR THE YEAR 2008**

**WHEREAS**, Bexar County Commissioners' Court voted on August 19, 2008, to propose at its September 9, 2008 meeting adoption of a tax rate;

**WHEREAS**, Bexar County Commissioners' Court, after notice published and posted as provided by law, held public hearings on August 28, 2008 and September 2, 2008, on the tax rate; and

**WHEREAS**, at least four members of Commissioners' Court are present to consider the adoption of the 2008 tax rate for Bexar County;

**NOW THEREFORE, BE IT ORDERED, ADJUDGED AND DECREED BY COMMISSIONERS' COURT OF BEXAR COUNTY, TEXAS:** that the following taxes shall be, and the same are hereby levied, and shall be assessed and collected on each One Hundred Dollars (\$100) assessed valuation on all property situated in Bexar County, Texas (not exempt from taxation by the County or by the laws of the State of Texas) for the year 2008:

1. Taxes levied under Article 8, Section 1-a of the Texas Constitution on each One Hundred Dollars (\$100) assessed valuation, except for the first Three Thousand Dollars (\$3,000) value of residential homesteads, and not exempt from taxation by the County or by the laws of the State of Texas.

Flood Control Fund:

Maintenance and Operation	0.021560
Debt Service	<u>0.015907</u>
Total Flood Control Tax Rate	0.037467

2. Taxes levied under Article 8, Section 9 of the Texas Constitution on each One Hundred Dollars (\$100) assessed valuation on the property not exempt from taxation by the County or by the laws of the State of Texas.

General Fund:

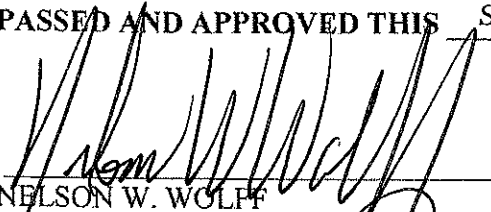
Maintenance and Operation	0.250920
Debt Service	<u>0.038479</u>
Total General Fund Tax Rate	0.289399

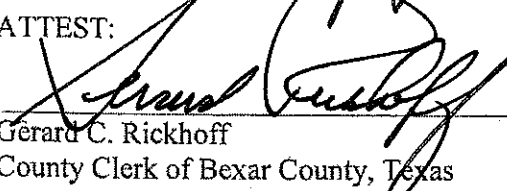
**THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL DECREASE TAXES FOR MAINENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$12.34.**



The above Order being read, it was moved by Commissioner Paul Elizondo  
Commissioner Sergio  
and seconded by "Chico" Rodriguez that the same shall pass, and the above  
Commissioners  
Order was passed by the following members voting AYE: Rodriguez, Elizondo ,  
Larson, Adkisson and Judge Wolff and  
voting NO: \_\_\_\_\_

PASSED AND APPROVED THIS September 9, 2008

  
\_\_\_\_\_  
NELSON W. WOLFF  
Bexar County Judge

ATTEST:  
  
\_\_\_\_\_  
Gerard C. Rickhoff  
County Clerk of Bexar County, Texas

## **Elected Officials' Salaries**

In the spring of 2008, the Citizen's Advisory Committee on Elected Officials' Salaries convened to develop recommendations for adjustment to Elected Officials' salaries and allowances, and presented those recommendations to Commissioners Court in July 2008. The Committee analyzed current salaries and allowances for Elected Officials throughout the State of Texas to determine average total compensation for each elected position. The Committee recommended that these positions be given a pay increase that included market and cost of living adjustments which would bring them closer to average market total compensation.

The Commissioners Court accepted the recommended proposed adjustments for Elected Officials consistent with the salary level proposed by the Citizen's Advisory Committee for FY 08-09. The Fourth Court of Appeal Justices, County Court-at-Law Judges, and District Court Judges were not recommended for a salary increase. The Fourth Court of Appeal Justices are paid the maximum allowable from both the State of Texas and the County (HB 11). The County Court-at-Law Judges are statutorily linked to the District Judges in regards to their salaries (Government Code § 25.0005, 25.0172). The District Judges are being paid the maximum allowable from both the State of Texas and the County (HB 11). Because the District Judges are being paid the maximum allowable, the Committee recommended no increases for the County Court-at-Law Judges. An auto allowance increase was authorized due to the rising cost of fuel from \$3,600 to \$6,000 for the County Clerk, County Commissioners, County Judge, Criminal District Attorney, District Clerk and Tax Assessor-Collector. Funding for these recommendations in the amount of \$211,078 is included in the FY2008-09 Proposed Budget.

The proposed salary increases for FY 08-09 are: Constables, 4.61%; County Clerk, 5.01%; County Judge, 6.13%; Criminal District Attorney, 3.5%; District Clerk, 7.50%; Justices of the Peace - FT, 9.65%; Justices of the Peace- PT, 9.65%; Sheriff, 13.13%; Tax Assessor-Collector, 4.82%; and Probate Judges, 3.50%.

### **Longevity Pay for Probate Court Judges and County Courts-at-Law Judges**

Probate Court Judges and County Courts-at-Law Judges with 16 years of service will receive longevity pay in the amount of \$20.00 per month for each year of completed service, not to exceed 16 years of service. This equates to a monthly amount of \$320.00, for an annual total of \$3,840.00. This change is made to mirror the compensation for State District Judges, who, starting Sept 1, 2007, receive this same longevity pay under the same criteria (SB 1519).

The Texas Government Code, Section 25.0023 (Probate Court Judges) and Section 25.005 (County Courts-at-Law Judges) tie the salaries for these positions to the salaries of State District Judges. Since the State District Judges are now receiving longevity pay under the terms and conditions listed above, Bexar County will make the same adjustments for the Probate Court Judges and County Courts-at-Law Judges.

**Elected Officials' Salaries and Allowances for FY 08-09**

<b>Position Title</b>	<b>Annual Salary for FY 08-09</b>	<b>Auto Allowance</b>	<b>Total Compensation for FY 08-09</b>
County Judge	\$121,318	\$6,000	\$127,318
County Commissioner	\$103,674	\$6,000	\$109,674
County Tax Assessor Collector	\$103,773	\$6,000	\$109,773
District Clerk	\$106,426	\$6,000	\$112,426
County Clerk	\$103,961	\$6,000	\$109,961
Criminal District Attorney	\$168,034	\$6,000	\$174,034
County Sheriff	\$125,499	\$0	\$125,499
Constable	\$73,545	\$8,640	\$82,185
Probate Judge	\$155,221	\$0	\$155,221
Justice of the Peace - FT	\$87,582	\$0	\$87,582
Justice of Peace - PT	\$63,578	\$0	\$63,578

### Planning & Resource Management - Compensation Division Change Memo

Dept	Page Number	Section	Proposed Budget Language	Change Memo
District Clerk	3-2	CMAG	add (5) Receptionists NE-05	should have been: add (5) OA IV NE-05
CJPC		Pre-trial	Not in proposed	Request to upgrade ACII NE02 (grant funded) to Mental Health Clerk NE04 (grant funded until 02.15.08, general fund 02.16.08)
	22-3	Crime Lab	reclass requested but not in proposed	reclass Quality Assurance Manager E-09 to E-10
	24-3	Medical Examiner	Requested regrade (3) Morgue Attendant NE-03 to Autopsy Technician NE-04	Request to regrade pulled by CJPC Medical Examiner Office
	57-3	Support Services	Not in proposed	Request to reclass/regrade Network Architect II, E-07 to E-08
		Court Security	Not in proposed	Request to reclass/regrade OA II NE-03 to OA III NE-04
		Patrol	Not in proposed	Requested reclass Records and ID Clerk NE-01 to OA I NE-02
Sheriff's Office	56-5	Patrol	Request to delete (8) Traffic Sheriff Deputies	Not to delete (8) Traffic Sheriff Deputies, Deputy Sheriff Law Enforcement LE-03
		Law Enforcement	Not in proposed	Add (1) Fleet Maintenance Supervisor (?) 59620 New Position?
	55-3	Law Enforcement	Proposed adds (2) Fleet Technicians (NE-05)	Adding a total of (3) Fleet Technician (NE-05)
County Judge	39-3	Emerg Mgmt Office	Lampright's Position, title, and regrade not in proposed	Request reclass/regrade Assistant Emergency Mgmt Coordinator, E-06 to E-07
Community Investment	82-5	HOME	Proposed reads (1) Regrade SAP shows two positions	Regrade two positions - Housing Rehabilitation Inspector E-01 to E-03
	83-6	HOME	Proposed shows (3) positions should be (6)	(5) CDBG Project Monitors, E-03 to CDBG Project Analyst, E-04
Infrastructure	33-2	Facility Maintenance	delete of HVAC Tech II (NE-08)	No deletion of HVAC Technician II (NE-08)
District Attorney's Office		Juvenile	Not in proposed	Request to reclass/regrade (1) OAI NE-03 to OAI III NE-04 approved after proposed
		Intake	Not in proposed	Request to reclass/regrade (1) Prosecutor IV E-10 to Prosecutor V E-13 approved after proposed
		Intake	Not in proposed	Request to reclass/regrade (1) OAI NE-03 to OAI V NE-05 approved after proposed
County Clerk's Office	17-4	Civil Courts	Delete 1 Court Clerk NE-03 from treasury and	No Court Clerk in Treasury, need deletion to add (1) Lead Court Operations Clerk NE-05 (for Mental Health)
	17-4	Treasury	Incorrect in proposed	Delete (1) Treasury Operations Clerk NE-03
	17-4	Treasury	Incorrect in proposed	(1) Lead Treasury Operations Clerk NE-05

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-01	Administrative Clerk I	\$20,292.00	\$22,152.00	\$24,000.00	\$27,696.00
	Assistant Court Clerk	\$1,691.00	\$1,846.00	\$2,000.00	\$2,308.00
	Automotive Parts Clerk	\$845.50	\$923.00	\$1,000.00	\$1,154.00
	Automotive Service Worker	\$9.75	\$10.65	\$11.53	\$13.31
	Building Monitor				
	Cashier/Clerk				
	Clerk I (Clerk)				
	Communications Operator				
	Copy Machine Operator				
	Courier				
	Criminal Assignments Clerk I				
	Docket Processor				
	Elections Inventory Clerk				
	Field Maintenance Worker				
	File Clerk				
	Gardener				
	Inmate Booking Clerk				
	Intake Clerk				
	Laundry Technician				
	Laundry Worker*				
	Library Clerk				
	Mail Clerk				
	Mail Courier				
	Maintenance Helper				
	Parking Garage Attendant				
	Processing Clerk				
	Receptionist				
	Records Storage Clerk				
	Records/Identifications Clerk				
	Supply Clerk I				
	Support Services Clerk				
	Survey Crew Worker				
	Tax Clerk (Temp)				
	Traffic Sign Technician I				
NE-02	Account Assistant	\$22,164.00	\$23,832.00	\$25,500.00	\$28,824.00
	Administrative Clerk II	\$1,847.00	\$1,986.00	\$2,125.00	\$2,402.00
	Archive and Research Processor	\$923.50	\$993.00	\$1,062.50	\$1,201.00
	Assistant Jury Bailiff	\$10.65	\$11.45	\$12.25	\$13.85
	Beer and Liquor License Processor				
	Clothing/Property Technician				
	Court Order Clerk				

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-02	Criminal Assignments Clerk II	\$22,164.00	\$23,832.00	\$25,500.00	\$28,824.00
	Equipment Operator I	\$1,847.00	\$1,986.00	\$2,125.00	\$2,402.00
	Information Clerk	\$923.50	\$993.00	\$1,062.50	\$1,201.00
	Inmate Banking Clerk	\$10.65	\$11.45	\$12.25	\$13.85
	Library/Account Clerk				
	Mail Courier II				
	Motor Vehicle Inventory Clerk				
	Office Assistant I				
	Pavement Marking Operator I				
	Procurement Systems Specialist				
	Security Monitor I				
	Social Worker Technician				
	Supply Clerk II*				
	Traffic Control Fabricator I				
	Traffic Counter I				
	Traffic Sign Technician II				
	Voter Registration Processor				
NE-03	Accounting Clerk	\$23,052.00	\$25,068.00	\$27,084.00	\$31,116.00
	Agricultural Program Technician	\$1,921.00	\$2,089.00	\$2,257.00	\$2,593.00
	Assessing Processor	\$960.50	\$1,044.50	\$1,128.50	\$1,296.50
	Assistant Park Foreman	\$11.08	\$12.05	\$13.02	\$14.95
	Civil Operations Clerk				
	Collections Officer				
	Court Operations Clerk				
	Court Registry Clerk				
	Criminal Assignments Clerk III				
	Elections Liaison				
	Evidence Receipt Clerk				
	Fence Crew Foreman				
	Fire Dispatcher (Temp)				
	HIV Services Advocate Clerk				
	Inmate Disciplinary Technician				
	Law Clerk				
	Legal Secretary				
	Main Control Technician*				
	Maintenance Mechanic I				
	Morgue Attendant				
	Office Assistant II				
	Optical Scanning Clerk				
	Painter				

\* Juvenile Office Positions



**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-03	Personnel Technician	\$23,052.00	\$25,068.00	\$27,084.00	\$31,116.00
	Property Tax Processor I	\$1,921.00	\$2,089.00	\$2,257.00	\$2,593.00
	Psychology Resident (Internship)*	\$960.50	\$1,044.50	\$1,128.50	\$1,296.50
	Purchasing Clerk	\$11.08	\$12.05	\$13.02	\$14.95
	Recording Clerk				
	Recording Operations Clerk				
	Refund Audit Clerk				
	Security Monitor II				
	Senior Vehicle Inventory Clerk				
	Special Inventory Tax Processor I				
	Survey Instrument Operator				
	Tire Service Worker				
	Title & Registration Processor I				
	Transcript and Appeals Clerk				
	Treasury Operations Clerk				
	Truancy Clerk*				
	Vault Cashier				
	Word Processing Specialist				
NE-04	Accounting Clerk II	\$24,852.00	\$27,336.00	\$29,820.00	\$34,800.00
	Accreditation and Training Technician*	\$2,071.00	\$2,278.00	\$2,485.00	\$2,900.00
	Applications Development Program Aide	\$1,035.50	\$1,139.00	\$1,242.50	\$1,450.00
	Assessing Processor Technician	\$11.94	\$13.14	\$14.33	\$16.73
	Autopsy Technician				
	Case Aide				
	Civil Court Clerk				
	Communications Specialist				
	Community Services Restitution Specialist*				
	Contracts and Support Technician				
	Court Clerk				
	Criminal Court Clerk				
	Criminal Warrants Processor				
	Data Control Clerk				
	Data Technician *				
	Digital Imaging Specialist				
	DWI Court Clerk				
	Electronic Technician I				
	Equipment Operator II				
	Fingerprint Examiner				

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-04	Fiscal Technician*	\$24,852.00	\$27,336.00	\$29,820.00	\$34,800.00
	Fixed Asset/Procurement Specialist	\$2,071.00	\$2,278.00	\$2,485.00	\$2,900.00
	Grant Support Specialist	\$1,035.50	\$1,139.00	\$1,242.50	\$1,450.00
	Intake Technician*	\$11.94	\$13.14	\$14.33	\$16.73
	Juvenile Court Clerk				
	Juvenile Detention Officer I*				
	Juvenile Personnel Technician*				
	Lead Accounting Clerk				
	Lead Civil Operations Clerk				
	Lead Court Order Clerk*				
	Lead Criminal Assignments Clerk				
	Lead Personnel Technician				
	Lead Vault Cashier				
	Mechanic I				
	Mental Health Clerk				
	Office Assistant III				
	Pavement Marking Operator II				
	Personnel Technician II				
	Program Aide*				
	Property Tax Processor II				
	Public Safety Operator				
	Residential Treatment Officer I*				
	Senior Civil Operations Clerk				
	Senior Voter Registration Processor				
	Subdivision Technician				
	Title and Registration Processor II				
	Traffic Control Fabricator II				
	Traffic Counter II				
NE-05	Accounting Clerk III	\$26,844.00	\$29,532.00	\$32,208.00	\$37,584.00
	Accounting Specialist (temp)	\$2,237.00	\$2,461.00	\$2,684.00	\$3,132.00
	Carpenter	\$1,118.50	\$1,230.50	\$1,342.00	\$1,566.00
	Clothing/Property Supervisor	\$12.90	\$14.19	\$15.48	\$18.06
	Data Clerk*				
	Electronic Technician I				
	Environmental Services Inspector				
	Exterminator				
	Forensic Transcriber				
	HIV Advocate Clerk				
	HIV Office Assistant IV				
	Human Resources Technician (DA's Office)				

\*Juvenile Office Positions



**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-05	Juvenile Detention Officer II*	\$26,844.00	\$29,532.00	\$32,208.00	\$37,584.00
	Lead Civil Court Clerk	\$2,237.00	\$2,461.00	\$2,684.00	\$3,132.00
	Lead Civil Operations Clerk	\$1,118.50	\$1,230.50	\$1,342.00	\$1,566.00
	Lead Clerk - Information Center	\$12.90	\$14.19	\$15.48	\$18.06
	Lead Court Clerk				
	Lead Court Operations Clerk				
	Lead Property Tax Processor				
	Lead Recording Operations Clerk				
	Lead Title and Registration Processor				
	Legal Intern				
	Media Librarian				
	Mental Health Services Assistant* (P/T)				
	Office Assistant IV				
	Parks and Grounds Foreman				
	Pre-Employment Specialist				
	Pre-Trial Bond Officer I				
	Public Safety Dispatcher I				
	Registrar Technician				
	Residential Treatment Officer II*				
	Senior Lead Vehicle Inventory Tax Processor				
NE-06	Aftercare Program Specialist*	\$28,980.00	\$32,244.00	\$35,508.00	\$42,024.00
	Automotive Mechanic	\$2,415.00	\$2,687.00	\$2,959.00	\$3,502.00
	Collections Specialist	\$1,207.50	\$1,343.50	\$1,479.50	\$1,751.00
	Community Service Restitution Lead Specialist *	\$13.93	\$15.50	\$17.07	\$20.20
	Concrete Crew Foreman				
	Crime Laboratory Specialist				
	Crime Victim Liaison				
	Day Treatment Program Specialist*				
	Employee Disciplinary/Grievance Technician				
	Evidence Technician				
	GIS Technician				
	Human Resources Technician I				
	Juvenile Detention Officer III*				
	Juvenile Resource Specialist*				
	Maintenance Mechanic II				
	MATCH/PATCH Technician				
	Mechanic II				
	Paralegal				
	Paralegal Librarian				
	Pre-Trial Bond Officer II				

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-06	Probate Court Assistant Auditor	\$28,980.00	\$32,244.00	\$35,508.00	\$42,024.00
	Program Specialist - Safe Haven Collaborative*	\$2,415.00	\$2,687.00	\$2,959.00	\$3,502.00
	Program Specialist*	\$1,207.50	\$1,343.50	\$1,479.50	\$1,751.00
	Residential Aftercare Specialist*	\$13.93	\$15.50	\$17.07	\$20.20
	Residential Treatment Officer III*				
	Senior Equipment Operator				
	Welder I				
NE-07	Advocate	\$31,308.00	\$34,824.00	\$38,352.00	\$45,396.00
	Asset Control Analyst	\$2,609.00	\$2,902.00	\$3,196.00	\$3,783.00
	Assistant To General Counsel*	\$1,304.50	\$1,451.00	\$1,598.00	\$1,891.50
	Automotive Journeyman	\$15.05	\$16.74	\$18.43	\$21.82
	Behavior Interventionist*				
	Bookkeeping Supervisor				
	Central Magistrate Supervisor				
	Child Support Probation Officer*				
	Civil Filing Supervisor				
	Computer Aided Design Technician				
	Computer Operator				
	Construction Inspector I				
	Court Clerk Supervisor				
	Court Operations Supervisor				
	Crime Lab Specialist Supervisor				
	Criminal Filing Supervisor				
	Deputy Constable I				
	Deputy Jury Bailiff				
	Electrician				
	Electronic Technician II				
	Engineering Technician II				
	Foster Care Reimbursement Officer*				
	Human Resources Technician II				
	HVAC Technician				
	Indexing Supervisor				
	Intake Specialist*				
	Juvenile Probation Officer*				
	Lead Day Treatment Specialist*				
	License and Recordings Supervisor				
	Life and Safety Technician				
Marriage License and Assumed Name Supervisor					
Mental Health Supervisor					
Painter II					

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-07	Paving Crew Foreman	\$31,308.00	\$34,824.00	\$38,352.00	\$45,396.00
	Plumber	\$2,609.00	\$2,902.00	\$3,196.00	\$3,783.00
	Pre-Trial Bond Officer III	\$1,304.50	\$1,451.00	\$1,598.00	\$1,891.50
	Probate Supervisor	\$15.05	\$16.74	\$18.43	\$21.82
	Procurement Data Analyst				
	Public Safety Dispatcher II				
	Recording Supervisor				
	Records Supervisor				
	Records and Statistics Supervisor				
	Records Storage Supervisor				
	Records/Identification Supervisor				
	Reimbursement Specialist*				
	Sanitarian I				
	Senior Carpenter				
	Special Assistant to the Commissioner				
	Statistical Analyst*				
	Supervisor (Criminal District Courts)				
	Survey Crew Chief				
	Technical Support Specialist				
	Traffic Safety Coordinator				
	Utility Foreman				
	Victim Services Officer*				
	Welder II				
NE-08	Accountant I	\$33,816.00	\$37,620.00	\$41,412.00	\$49,020.00
	Advocate Supervisor	\$2,818.00	\$3,135.00	\$3,451.00	\$4,085.00
	Art Instructor	\$1,409.00	\$1,567.50	\$1,725.50	\$2,042.50
	Automated Fingerprint Identification Examiner	\$16.25	\$18.08	\$19.90	\$23.56
	Bexar County Weapons of Mass Destruction/Hazardous Materials Team Coord				
	Challenge/Ropes Counselor*				
	Challenge/Ropes Program Officer*				
	Chief Autopsy Technician				
	Child Support Senior Probation Officer*				
	Clerical Office Supervisor*				
	Collections Assistant Supervisor				
	Communications Technician				
	Construction Inspector II				
	Contract Coordinator*				
	Deputy Constable II				
	Elections Warehouse Supervisor				

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-08	Financial Reporting Supervisor	\$33,816.00	\$37,620.00	\$41,412.00	\$49,020.00
	Fiscal Analyst*	\$2,818.00	\$3,135.00	\$3,451.00	\$4,085.00
	Forensic Technician	\$1,409.00	\$1,567.50	\$1,725.50	\$2,042.50
	HVAC Technician II	\$16.25	\$18.08	\$19.90	\$23.56
	Human Resources Specialist*				
	Jail Intervention PO - Assessment*				
	Jail Intervention PO - Supervision				
	Lead Pre-Trial Bond Officer				
	Librarian				
	Mailroom Supervisor				
	MATCH/PATCH Coordinator				
	Mental Health Services Senior Probation Officer*				
	Office Supervisor				
	Operations Technician				
	Parking Garage Superintendent				
	Plans Reviewer				
	Post Release Supervisor				
	Pre-Trial Collections Supervisor				
	Probate Court Assistant Auditor				
	Residential Placement Officer*				
	Sanitarian II				
	Senior Probation Officer*				
	Staff Auditor				
	Staff Auditor I - Payroll				
	Support Services Supervisor				
	Technical Support Specialist II				
	Title and Registration Supervisor				
	Traffic Maintenance Supervisor				
	Transportation Planner				
	Work Release Coordinator				
	Workers Compensation/Light Duty Coordinator				
NE-09	Accountant II	\$36,516.00	\$40,632.00	\$44,736.00	\$52,956.00
	Assistant Unit Supervisor*	\$3,043.00	\$3,386.00	\$3,728.00	\$4,413.00
	Automotive Maintenance Supervisor	\$1,521.50	\$1,693.00	\$1,864.00	\$2,206.50
	Campus Coordinator*	\$17.55	\$19.53	\$21.50	\$25.45
	Commissioners Court Coordinator				
	Deputy Constable III				
	Detention Shift Team Leader*				
	Electronics Supervisor				
	Executive Assistant (Auditor)				

\*Juvenile Office Positions



**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-09	Fire Inspector	\$36,516.00	\$40,632.00	\$44,736.00	\$52,956.00
	Internship Liaison (P/T)*	\$3,043.00	\$3,386.00	\$3,728.00	\$4,413.00
	Lead BCJJA Probation Officer*	\$1,521.50	\$1,693.00	\$1,864.00	\$2,206.50
	Lead Communications Specialist	\$17.55	\$19.53	\$21.50	\$25.45
	Lead Communications Technician				
	Lead Computer Operator				
	Manager of Revenue Accounting				
	Office/Contracts Supervisor				
	Procurement Card Program Specialist				
	Programmer				
	Right of Way Specialist				
	Technology Training and Support Specialist				
	Workers Compensation Specialist				
NE-10	Accountant III	\$39,444.00	\$43,884.00	\$48,324.00	\$57,192.00
	Accreditation & Training Officer	\$3,287.00	\$3,657.00	\$4,027.00	\$4,766.00
	Analyst - Human Trafficking	\$1,643.50	\$1,828.50	\$2,013.50	\$2,383.00
	Bail Bond Administrator	\$18.96	\$21.09	\$23.23	\$27.49
	Business Office Supervisor				
	Computer Security Investigator				
	Court Technology Support Specialist				
	Deputy Constable IV				
	Facilities Maintenance Supervisor				
	Life and Safety Supervisor				
	Medical Investigator				
	Probate Court Services Coordinator				
	Standard Compliance Analyst*				
	Technical Support Specialist III				
NE-11	Accountant IV	\$42,588.00	\$47,916.00	\$53,244.00	\$63,888.00
	Communications Supervisor	\$3,549.00	\$3,993.00	\$4,437.00	\$5,324.00
	Data Control Supervisor	\$1,774.50	\$1,996.50	\$2,218.50	\$2,662.00
	Deputy Constable V	\$20.47	\$23.03	\$25.59	\$30.71
	Document Control Technician				
	Fire / Arson Investigator				
	Investigator - District Attorney's Office				
	Motor Vehicle Investigation Chief				
	Operations Shift Supervisor				
	Senior Medical Investigator				
	Supervisor - Presentation/Graphic				
Supervisor of Operations					

\*Juvenile Office Positions

**PROPOSED BEXAR COUNTY NON-EXEMPT FY 08-09 PAY PLAN  
(EFFECTIVE OCTOBER 1, 2008)**

Pay Level	Position Title	Minimum	Discretion Point	Midpoint	Maximum
NE-12	Investigations Team Leader - District Attorney	\$45,996.00	\$51,744.00	\$57,492.00	\$68,988.00
	Investigator*	\$3,833.00	\$4,312.00	\$4,791.00	\$5,749.00
	Manager of Capital Improvement & Contracts	\$1,916.50	\$2,156.00	\$2,395.50	\$2,874.50
	Senior Security Investigator	\$22.11	\$24.87	\$27.64	\$33.16
	Technical Support Specialist IV				
NE-13	Investigations Coordinator	\$49,680.00	\$55,884.00	\$62,088.00	\$74,508.00
		\$4,140.00	\$4,657.00	\$5,174.00	\$6,209.00
		\$2,070.00	\$2,328.50	\$2,587.00	\$3,104.50
		\$23.88	\$26.86	\$29.85	\$35.82

\*Juvenile Office Positions

FY 2008-09 Reclassification and Regrades

Department Name	Position Number	Position Title	Pay Grade	New Position Title	New Grade	Current Pay	Total % Increase	Non Renewable Payment	Annual Increase	New Annual Salary
Auditor's Office	30002944	Special Project Mgr.	E-09	Special Project Mgr.	E-09	55,188	5.0%	0	2,759	57,947
Auditor's Office	30002223	Special Projects Director	E-11	Special Projects Director	E-11	66,288	5.0%	0	3,314	69,602
Auditor's Office	30002911	Staff Auditor II	NE-04	Staff Auditor II	NE-04	36,408	5.0%	1,820	0	36,408
Auditor's Office	30007594	Accountant III	NE-10	Accountant III	NE-10	45,804	20.1%	0	9,196	55,000
Commissioners Crt.	30008213	Communications Operator	NE-01	Communications Operator	NE-03	21,312	13.4%	0	2,851	24,163
Commissioners Crt.	30004953	Assistant Emergency Management Coord	E-06	Assistant Emergency Management Coord	E-07	50,064	8.5%	0	4,260	54,324
Community Investment	30007503	Housing Rehabilitation Inspector	E-01	Housing Rehabilitation Inspector	E-03	39,612	3.0%	0	1,188	40,800
Community Investment	30005289	Housing Rehabilitation Inspector	E-01	Housing Rehabilitation Inspector	E-03	26,628	17.8%	0	4,728	31,356
Community Investment	30008288	CDBG Project Monitor	E-03	CDBG Project Monitor	E-04	32,472	8.5%	0	2,759	35,231
Community Investment	30007910	CDBG Project Monitor	E-03	CDBG Project Monitor	E-04	32,292	8.5%	0	2,743	35,035
Community Investment	30001732	CDBG Project Monitor	E-03	CDBG Project Monitor	E-04	31,356	8.5%	0	2,664	34,020
Community Investment	30007163	CDBG Project Monitor	E-03	CDBG Project Monitor	E-04	31,356	8.5%	0	2,664	34,020
Community Investment	30003584	HOME Project Monitor	E-03	HOME Project Monitor	E-04	31,356	8.5%	0	2,664	34,020
Community Investment	30007686	Community Program Coordinator	E-06	Community Program Coordinator	E-09	56,928	14.6%	0	8,304	65,232
Community Investment	30005002	Veterans Service Officer	E-06	Veterans Service Officer	E-09	51,564	26.5%	0	13,668	65,232
Constable-Precinct 1	30002210	Office Assistant III	NE-04	Office Assistant IV	NE-05	30,420	5.9%	0	1,788	32,208
Constable-Precinct 4	30005957	Administrative Clerk II	NE-02	Office Assistant III	NE-04	34,068	3.0%	288	734	34,800
Criminal District A	30010030	Human Resources Analyst	E-05	Human Resources Manager	E-07	38,592	23.6%	0	9,110	47,700
Criminal District A	30008139	Prosecutor IV	E-10	Prosecutor V	E-13	72,408	27.3%	0	19,764	92,172
Criminal District A	30005183	Office Assistant II	NE-03	Office Assistant IV	NE-05	27,900	15.4%	0	4,308	32,208
Criminal District A	30006009	Office Assistant II	NE-03	Office Assistant III	NE-04	23,052	7.8%	0	1,800	24,852
Criminal Justice Ping & Coord	30006355	Quality Assurance Manager	E-09	Quality Assurance Manager	E-10	60,144	8.5%	0	5,107	65,256
Criminal Justice Ping & Coord	30008217	Forensic Science Manager	E-07	Forensic Science Manager	E-08	66,672	3.0%	0	2,000	68,676
District Clerk - District Courts- Criminal	30006315	Juvenile Court Clerk Supervisor	E-02	Juvenile Court Clerk Supervisor	E-03	31,332	8.5%	0	2,668	33,996
	30003707	Data Tracking Specialist - PT	T99	Data Clerk - FT	NE-05	10,992	144.2%	0	15,852	26,844

**FY 2008-09 Reclassification and Regrades**

Department Name	Position Number	Position Title	Pay Grade	New Position Title	New Grade	Current Pay	Total % Increase	Non Renewable Payment	Annual Increase	New Annual Salary
Department Name	Position Number	Position Title	Pay Grade	New Position Title	New Grade	Current Pay	Total % Increase	Non Renewable Payment	Annual Increase	New Annual Salary
Information Services	30004105	Network Architect I	E-05	Network Architect I	E-07	42,996	17.7%	0	7,620	50,616
Information Services	30004585	Network Architect II	E-07	Network Architect II	E-08	50,616	10.0%	0	5,081	55,697
Information Services	30007586	Analyst Programmer III	E-08	Applications Development Coordinator	E-09	67,944	3.0%	0	2,038	69,984
Information Services	30005123	Analyst Programmer III	E-08	Applications Development Coordinator	E-09	57,420	8.5%	0	4,883	62,304
Information Services	30007636	Analyst Programmer III	E-08	Applications Development Coordinator	E-09	54,264	8.5%	0	4,614	58,878
Information Services	30004459	Analyst Programmer III	E-08	Applications Development Coordinator	E-09	47,148	8.5%	0	4,008	51,156
Information Services	30000806	Network Architect I	E-05	Network Architect I	E-07	43,776	17.7%	0	7,758	51,540
Information Services	30001233	Network Architect I	E-05	Network Architect I	E-07	39,648	17.7%	0	7,026	46,680
Information Services	30005930	Network Architect I	E-05	Network Architect I	E-07	38,220	17.7%	0	6,772	44,998
Information Services	30002837	Network Architect I	E-05	Network Architect I	E-07	36,912	17.7%	0	6,540	43,452
Information Services	30002979	Network Architect III	E-08	Network Architect III	E-09	57,300	8.5%	0	4,872	62,172
Infrastructure Services	30008427	Facilities Maintenance Manager	E-11	Facilities Operations Manager	E-11	85,200	3.0%	0	2,556	87,756
Infrastructure Services	30000627	Watershed Program Coordinator	E-10	Flood Control Mgr.	E-11	77,436	3.0%	0	2,323	79,764
Infrastructure Services	30005861	Traffic Maintenance Supervisor	NE-08	Traffic Maintenance Supervisor	E-05	46,812	3.0%	0	1,404	48,216
Jury Operations	30007333	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	24,000	6.2%	0	1,499	25,500
Jury Operations	30004654	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	24,000	6.2%	0	1,499	25,500
Jury Operations	30004852	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	21,528	8.1%	0	1,748	23,280
Jury Operations	30005222	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	21,528	8.1%	0	1,748	23,280
Jury Operations	30005063	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	24,252	5.1%	0	1,248	25,500
Jury Operations	30008543	Assistant Jury Bailiff	NE-01	Assistant Jury Bailiff	NE-02	22,152	7.6%	0	1,685	23,837
Sheriff	30007943	Office Assistant II	NE-03	Office Assistant III	NE-04	23,916	8.4%	0	2,002	25,920
Sheriff	30002353	Personnel Supervisor	E-04	Personnel Supervisor	E-05	47,064	3.0%	0	1,412	48,480
Sheriff	30004056	Network Architect II	E-07	Network Architect II	E-08	59,220	3.0%	0	1,777	60,996
Tax Assessor-Collector	30006671	Office Assistant IV	NE-05	Human Resources Technician	NE-05	34,884	3.0%	0	1,047	35,928

\* Current Incumbent as of 09/05/2008

\*\*Rounding may cause as much as \$12 annual difference



<b>Holiday</b>	<b>Date</b>
New Year's Day	Thursday, January 1, 2009
Martin Luther King Day	Monday, January 19, 2009
President's Day	Monday, February 16, 2009
Good Friday	Friday, April 10, 2009
Battle of Flowers	Friday, April 24, 2009
Memorial Day	Monday, May 25, 2009
Independence Day	Friday, July 3, 2009 (observed)
Labor Day	Monday, September 7, 2009
Veteran's Day	Wednesday, November 11, 2009
Thanksgiving	Thursday - Friday, November 26 - 27, 2009
Christmas	Friday, December 25, 2009

## **EMPLOYEE COMPENSATION**

The FY 2008-09 Compensation and Benefits Plan continues the Compensation for Results (CFR) program, including the Progressive Pay Model (PPM) and two Compensation for Results (CFR) pay practices: a six month salary adjustment and a one pay period nonrenewable salary increase for the dollar amount that would cause an employee's salary to exceed the maximum of the pay range.

The PPM, Six Month Salary Adjustment, and One Pay Period Nonrenewable Salary Increase are available to all regular County employees except elected and appointed officials, interns, temporary employees, law clerks, employees whose salary is set by District Judges (e.g. Court Reporters), and employees covered by the collective bargaining agreement.

### **COMPENSATION FOR RESULTS (CFR)**

#### **A. Progressive Pay Model (PPM)**

The Progressive Pay Model (PPM) ensures that employees are paid fairly by enabling employees to move through the pay range as they gain additional skills and knowledge required for success. Regular County employees not covered by the collective bargaining agreement are eligible to move to the discretion point of the pay range after three years in a position and to the midpoint of the pay range after five years in a position.

This pay movement mechanism will move employees to discretion point of the pay range when the following two conditions are met:

- They complete at least 3 years in the same position
- Their performance rating for the current and previous year is a commendable or distinguished rating

The pay movement mechanism will move employees to midpoint of the pay range when the following two conditions are met:

- They complete at least 5 years in the same position
- Their performance rating for the current and previous year is a commendable or distinguished rating

The Progressive Pay Model will be effective through FY 2009-10. Department and Offices must submit a status change form and include a copy of the most recent and previous year's performance evaluation for the employee to receive the salary increase.

## **B. Six Month Adjustment**

Departments and Offices may give regular new hires (not covered by the collective bargaining agreement) a pay increase of up to 8% (capped at midpoint) after an employee completes six months of service with a distinguished or commendable performance rating.

Departments and Offices must submit a status change form to Payroll to increase an eligible employee's pay to the appropriate salary. The status change form must be submitted within 30 days of the employee's six month anniversary. Departments and Offices must also include a statement on the status change form that indicates the employee's current performance rating is at least commendable. Finally, Departments and Offices must have the funding available in their budget to pay for the salary increase.

## **C. One Pay Period Nonrenewable Salary Increase (lump-sum payment)**

Some FLSA exempt and non-exempt employees will receive a one pay period nonrenewable salary increase for the dollar amount (generated through the GMA, job reclassification or E pay table study) that would cause an employee's salary to exceed the maximum of the pay range. Employees eligible for the one pay period nonrenewable payment must be non-CBA Bexar County employees who have been employed for at least 90 days prior to the effective date of the salary increase.

## **Fair Minimum Wage Rate**

The Fair Minimum Wage Rate of \$9.75 per hour will remain in affect for FY 2008-09. The Fair Minimum Wage Rate is the lowest rate paid by Bexar County for any regular, non-temporary position.

## **General Market Adjustments (GMA) and Salary Adjustments**

The FY 2008-09 Compensation and Benefits plan includes a general market increase for most FLSA non-exempt and FLSA exempt employees.

Most employees classified as FLSA exempt employees will receive one of the following salary increases: a General Market Adjustment (GMA), an increase generated through the Exempt pay table study, or an increase resulting from a job reclassification.

Most employees classified as FLSA non-exempt employees will receive one of the following salary increases: a GMA or an increase resulting from a job reclassification.

The salary increases for the non-exempt employees not covered by the collective bargaining agreement will be effective October 9, 2008 (the first day of the first full pay period of the new fiscal year). It will reflected in the first full paycheck.

The U.S. Fair Labor Standards Act (FLSA) requires that all Non-Exempt employees be paid (either in cash or compensatory time) at a rate of 1.5 times their normal rate of pay, for any hours actually worked over 40, in a given workweek. These Non-Exempt positions tend to be found in the labor, clerical, administrative, some technical, and some first-level supervisory positions. FLSA Exempt positions, in contrast, tend to be found in the professional, higher level technical, some supervisory, managerial, and executive job families.

**Exempt Pay Table Study**

A market study for the Exempt (E) pay table was conducted during FY 2007-08 as part of the County's regular practice of ensuring competitive pay rates for all jobs. This study is nearly complete and will be presented to Commissioners Court for adoption in October 2008 for implementation in November 2008.

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OFFICE OF THE  
COUNTY AUDITOR

2008 AUG 18 PM 2:06

SPECIAL ORDER NO. \_\_\_\_\_

ORDER

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IN THE DISTRICT COURTS

BEXAR COUNTY, TEXAS

**ORDER APPROVING COUNTY AUDITOR BUDGET  
AND SALARY OF COUNTY AUDITOR,  
ASSISTANT COUNTY AUDITORS, AND COURT REPORTERS**

On the 7th day August, A.D., 2008, a public hearing was held in the 73rd Judicial District Courtroom, Bexar County Courthouse, Bexar County, Texas, regarding the County Auditor Budget, and the setting of the salaries of the County Auditor, assistant County Auditors, and Court Reporters of the District Courts for Fiscal Year October 1, 2008, through September 30, 2009.

Notice of the hearing was published in the San Antonio Express-News on Thursday, July 24, 2008, as required by Section 152.905, Local Government Code.

A quorum being present, the hearing was convened by Judge Laura Parker, Local Administrative Judge. The proceedings were recorded by Luis Duran, Jr., Official Court Reporter, subsequently transcribed and maintained as a public record, as required by law.

No citizen spoke regarding the County Auditor budget, or the salaries set forth therein, or the Court reporter salaries to be paid. After discussion, a motion was made, seconded and approved as outlined below.

**COUNTY AUDITOR BUDGET**

The application of the County Auditor for the Proposed Budget for fiscal year October 1, 2008, through September 30, 2009, as presented on the above-referenced date, is hereby **GRANTED AND APPROVED**. The Salary Ranges by Classification Plan (included in this budget) is to serve as a guide for periodic salary adjustments within each job classification until the maximum is reached. The salary ranges are to be adjusted for any annual cost of living adjustments granted by the Bexar County Commissioners Court.

Because it is necessary for the accounting and audit work in the office of the County Auditor to be done as it is received from the various departments and the necessity of making employments when suitable persons are available, the County Auditor is hereby given the following authority:

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- (a) to continue the employment of persons listed and now approved, to discharge any of said persons if the occasion warrant, and to accept resignations;
- (b) to rearrange the personnel when necessary in accordance with the changing conditions in his office and in the work to be performed and to adjust salaries in accordance therewith and to change titles if justified;
- (c) to make promotions and adjustments in the salaries, taking into consideration the increased or lessened responsibilities, added experience or education, the volume of work handled and the length of service;
- (d) to fill all present vacant authorized positions as needed;
- (e) to grant cost of living and/or Performance pay adjustments to the County Auditor and his employees which are allowed by Commissioners Court to other County employees, provided the increases do not exceed the maximum salary (as adjusted by the cost of living percentage increase) stated in this budget for each position.

The salaries of assistants to the County Auditor are to be paid from Bexar County funds, as set out in the attached list, and be subject to the Bexar County Personnel Regulations, as adopted and amended by Commissioners Court.

Inasmuch as Local Government Code, Section 152.032 (b) provides that the maximum salary that can be paid to the Bexar County Auditor may not exceed the amount of compensation and allowances received from all sources by the County Budget Officer, the County Auditor's salary shall be equal to, but shall not exceed the amount of compensation and allowances received from all sources by the County Budget Officer, said increase to be paid solely from the General Fund of Bexar County.

### **OFFICIAL AND AUXILIARY OFFICIAL COURT REPORTERS**

Official and Auxiliary Official Court Reporters salaries shall be increased by the average percentage or amount of increase in compensation granted to all other Bexar County employees by the Commissioners Court of Bexar County during Fiscal Year October 1, 2008, through September 30, 2009, such salary increases to be effective as of the date ordered for all other Bexar County employees.


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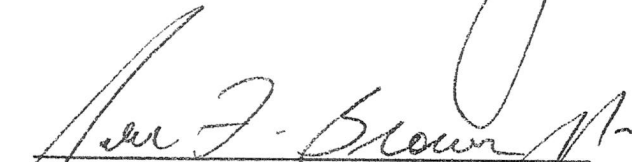
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This Special Order shall be effective on August 7, 2008, and shall remain in effect unless altered or amended by a vote of the District Judges of Bexar County or by the law.

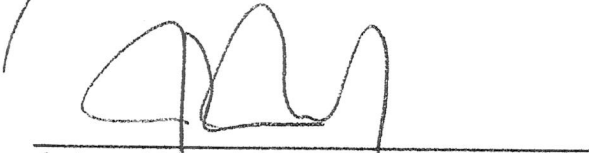
It is further Ordered that a copy of this Special Order be certified to the Commissioners Court of Bexar County, Texas for their observation as required by law.

  
\_\_\_\_\_  
Judge, 37<sup>th</sup> Judicial District of Texas

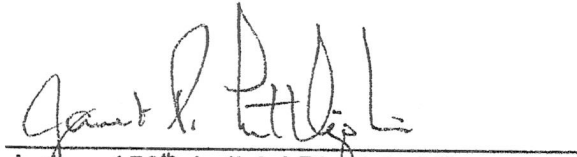
  
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Judge, 45<sup>th</sup> Judicial District of Texas


  
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Judge, 57<sup>th</sup> Judicial District of Texas

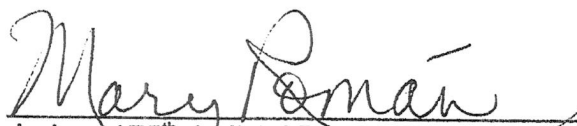
  
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Judge, 73<sup>rd</sup> Judicial District of Texas

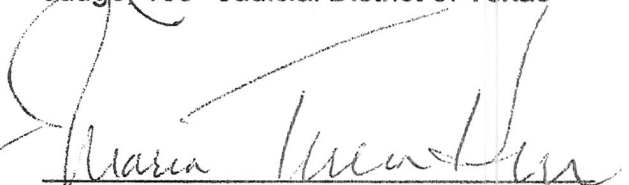
  
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Judge, 131<sup>st</sup> Judicial District of Texas

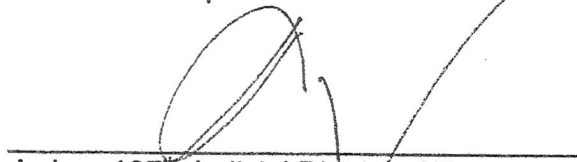
  
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Judge, 144<sup>th</sup> Judicial District of Texas

  
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Judge, 150<sup>th</sup> Judicial District of Texas

  
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Judge, 166<sup>th</sup> Judicial District of Texas

  
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Judge, 175<sup>th</sup> Judicial District of Texas

  
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Judge, 186<sup>th</sup> Judicial District of Texas

  
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Judge, 187<sup>th</sup> Judicial District of Texas

  
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Judge, 224<sup>th</sup> Judicial District of Texas

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*Phil L. Hunt*  
Judge, 226<sup>th</sup> Judicial District of Texas

*Rita Kober*  
Judge, 226<sup>th</sup> Judicial District of Texas

*Phil K.*  
Judge, 227<sup>th</sup> Judicial District of Texas

*W. Red*  
Judge, 285<sup>th</sup> Judicial District of Texas

*Missy*  
Judge, 288<sup>th</sup> Judicial District of Texas

*Cameron Kelsey*  
Judge, 289<sup>th</sup> Judicial District of Texas

*Stacyan Mackay*  
Judge, 290<sup>th</sup> Judicial District of Texas

*Barbara Johnson*  
Judge, 379<sup>th</sup> Judicial District of Texas

*Laura Parker*  
Judge, 386<sup>th</sup> Judicial District of Texas

*John W. ...*  
Judge, 399<sup>th</sup> Judicial District of Texas

*W. ...*  
Judge, 407<sup>th</sup> Judicial District of Texas

*J. ...*  
Judge, 408<sup>th</sup> Judicial District of Texas

CERTIFIED COPY CERTIFICATE STATE OF TEXAS  
I, MARGARET G. MONTEMAYOR, BEXAR COUNTY DISTRICT  
CLERK, CERTIFY THAT THE FOREGOING IS A TRUE AND  
CORRECT COPY OF THE ORIGINAL RECORD AS INDICATED  
BY THE VOLUME, PAGE AND COURT ON SAID DOCUMENT.  
WITNESS MY OFFICIAL HAND AND SEAL OF OFFICE THIS

AUG 12 2008

MARGARET G. MONTEMAYOR  
BEXAR COUNTY, TEXAS

By: *Melissa Baller* DEPUTY

Page 4 of 4 -- Order dated August 7, 2008

61746

041-10100 301 0000 40



# COUNTY CLERK

FUND: 001  
AGENCY: 103

**Mission:** To provide world-class service to the citizens and communities of Bexar County that is responsive to their needs; to conduct business with dignity and respect for citizens and employees; and to continue to develop and promote solutions to meet the challenges of the twenty-first century.

**Vision:** To serve the interests of the entire community, using technology to offer services that will incorporate convenience and efficiency without becoming impersonal; to follow the mandates of the Texas Constitution and State laws; and to maintain and preserve the documents that are left in the custodianship of this Office.

## **Goals and Objectives:**

- To assure that the public's contact with the Courthouse is met with courtesy, helpfulness and efficient service and the County Clerk's Office maintains a high degree of excellence.
- To provide appropriate levels of support and resources for all County Courts-at-Law, Probate Courts and Commissioners Court.
- To provide employees and citizens alike with the highest level of technology available in today's market.
- To create and maintain a comfortable, pleasant and safe work environment; ensure employees have all the tools and equipment necessary to perform their tasks.
- To implement and promote a positive, cooperative and supportive relationship during operations with other offices or departments with which the County Clerk's Office interacts.
- To ensure that the recordation of documents and indexing of all records created by the County Clerk's Office are accurate and made available to the public promptly.
- To be vigilant and support the continuing preservation and proper storage, retrieval and indexing of current archived information created by and under the custodianship of the County Clerk's Office.
- To be cognizant of, adhere to, and fulfill all legislative/statutory mandated duties.
- To develop and maintain a highly trained, dedicated, motivated and informed staff.
- To promptly satisfy all requests for copies of records.
- To explore, develop and support the acceptance of technological solutions, ideas and concepts that improve work environment, service and allow broad access to information.

**Program Description:** The County Clerk is the official record keeper for Bexar County. As such, the County Clerk's Records Division indexes, copies, exhibits, preserves, and protects all land and personal official records of Bexar County and its citizens. Records include deeds, deeds of trust, abstracts of judgment, Uniform Commercial Code documents, prenuptial agreements, military discharges, hospital liens, mechanic liens, federal tax liens, marriage licenses, and assumed business names. The Deeds Unit of the County Clerk's Record Department maintains historical records dating from 1699 through 1836. These records are preserved as the "Spanish Archives." The County Clerk also maintains records dating from 1836 through the present, maintaining a complete chronological record for Bexar County. The Vital Statistics Unit maintains business name records and marriage records from 1836 to present, birth and death records prior to 1967, school records, cattle brands, and warehouse bonds. The Treasury Division, which moved to the Administration Division in FY 2007-08, invests, monitors, and disburses over \$4 million in minor' trust funds generated from the settlement of lawsuits, proceeds from estates, eminent domain funds, and bonds.

The County Clerk is also the Clerk of the Commissioners Court. The Administration Division of the County Clerk's Office records and preserves all Commissioners Court hearings and public meetings.

The County Clerk is also the statutory Clerk for Bexar County's ten Criminal County Courts at Law. The Criminal Courts Division manages the County Courts at Law's daily caseload to ensure an expedient flow of cases through the judicial system. This Division records and maintains records of criminal Class A and B misdemeanors, bond forfeiture cases.

The Civil Courts Division, created in FY 2007-08, combines all of the County Clerks civil judicial responsibilities into one Division. These areas of responsibility include Civil Courts, Mental Health activities and the Probate Courts.

The Civil Courts Division manages the two Civil County Courts at Law's daily caseload to ensure an expedient flow of cases through the judicial system. This Division records and maintains records of civil suits up to \$100,000. The Probate Section files, prepares, and preserves as permanent record all wills, administrations, guardianships, condemnations, and related matters for Bexar County's Probate Courts, as well as staffing dockets cases, posting notices, and preparing case files for hearing dates in addition to Probate Court cases, involuntary mental health commitment cases, and 4<sup>th</sup> Court of Appeals transcripts and case documentation. The Mental Health Section serves Bexar County and a thirty-county area by coordinating all mental health patient activity with referring county, public, and private healthcare facilities. Mental Health Section staff files and maintains records and docket hearings related to probable cause, commitment, chemical/substance abuse, and mental retardation cases. Unlike other County hearings, these are held away from the Courthouse at alternative locations for the patients' benefit. Mental Health Section staff provides support for and attends these hearings. They also handle direct patient and out-of-area billing.

The County Clerk is elected Countywide for a term of four years.

**Performance Indicators:**

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
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**Workload Indicators:**

Total dollars deposited into the County Registry	7,879,436	8,000,000	8,200,000
Cases Filed Annually (Criminal)	46,128	47,000	48,000
Number of Cases Filed Annually (Probate)	4,396	4,485	4,575
Cases Filed Annually (Civil)	13,665	13,938	14,217
Cases Filed Annually (Mental Health)	3,806	3,874	4,180

**Efficiency Indicators:**

Cases Filed per FTE (Criminal)	4,612	5,000	5,500
Cases Filed per FTE (Bond Forfeiture)	305	484	558
Cases Filed per FTE (Probate)	293	298	304
Cases Filed per FTE (Civil)	854	871	888
Cases Filed per FTE (Mental Health)	952	969	1,045
Amount of dollars deposited into the Registry per FTE	\$1,575,887	\$1,333,333	\$1,640,000

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
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**Effectiveness Indicators:**

Percent of Current-year Records Imaged	90%	100%	100%
Percent of Surety Cases Filed	70%	69%	72%
Fees Collected (Probate)	\$476,530	\$491,000	\$505,700
Percent of Cases Disposed (Civil)	77%	80%	83%
Total Dollars Collected (Mental Health)	\$958,012	\$991,107	\$1,000,000

**Appropriations:**

FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Proposed
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Personnel Services	\$5,483,355	\$5,978,494	\$5,829,927	\$5,997,741
Travel and Remunerations	16,332	17,001	17,001	17,001
Operational Costs	226,862	317,782	319,036	321,611
Supplies and Materials	119,391	182,500	151,360	171,260
Capital	0	33,785	33,785	0
Interfund Transfer	63,742	0	0	0
	<b>Subtotal</b>	<b>\$5,909,682</b>	<b>\$6,529,562</b>	<b>\$6,351,109</b>
				<b>\$6,507,613</b>
Program Changes				(\$14,188)
	<b>Total</b>	<b>\$5,909,682</b>	<b>\$6,529,562</b>	<b>\$6,351,109</b>
				<b>\$6,493,425</b>

**Program Justification and Analysis:**

- The Proposed FY 2008-09 Budget increases by 2.2 percent compared to the FY 2007-08 estimates. This increase is due primarily to personnel funding.
- The Personnel Services group increases 2.8 percent compared to the FY 2007-08 estimates. This appropriation represents funding of positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted in that year.
- The Travel and Remunerations group represents the same level of funding as FY 2007-08 estimates.
- The Operational Costs group increases slightly compared to FY 2007-08 estimates. This increase is due to an increase of technology and budgeting the Department's pro rata share of the Records Management Center in the operational group.
- The Supplies and Materials group increases 13.2 percent when compared to the FY 2007-08 estimates. This increase is due to additional office supply funding.

- Six program changes are proposed for FY 2008-09.
  - Add one Lead Court Operations Clerk (NE-05) for Mental Health under the Civil Courts Division.
  - Delete one Treasury Operations Clerk (NE-03) add one Lead Treasury Operations Clerk (NE-05) in the Treasury Division.
  - Delete one Bookkeeping Supervisor (NE-07) and add one Treasury and Bookkeeping Coordinator (NE-08).
  - Delete one half General Funded Court Clerk position.
  - Delete one Recordings and Operations Clerk (NE-03) from Recordings.
  - Reorganization of the Office including the creation of the Treasury Division and movement of cost centers to new areas.
    - Creation of the Treasury Division. The new division will contain Bookkeeping/Treasury (moved from Administration), Deeds and Vital Statistics (moved from Records) and Marriage and License/Assumed Names (moved from Records).
    - Move the Records Center Section from Administration to Records Division.

**Authorized Positions:**

FY 2006-07	FY 2007-08	FY 2008-09
Actual	Estimate	Budget

**Administration**

Archivist	1	1	1
Bookkeeping Supervisor	1	1	0
Chief Deputy County Clerk - Operations	1	1	1
Chief Deputy For County Clerk	1	1	1
Commissioners Court Coordinator	1	1	1
County Clerk	1	1	1
Executive Assistant	2	2	2
Human Resources Analyst	1	1	1
Lead Recording Operations Clerk	1	1	0
Office Assistant IV	1	1	1
Recording and Operations Clerk	1	1	0
Records Storage Supervisor	1	1	0
Senior Analyst - Planning and Policies	1	1	1
Treasury Manager	1	1	0
Treasury Operations Clerk	4	4	0
<i>Total - Administration</i>	<i>19</i>	<i>19</i>	<i>10</i>

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
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**Criminal Courts**

County Courts Manager	1	1	1
Court Clerk	25	25	26
Court Clerk Supervisor	1	1	1
Court Operations Clerk	14	14	14
Court Operations Supervisor	1	1	1
Criminal Filing Supervisor	1	1	1
DWI Court Clerk	1	1	1
Lead Criminal Court Clerk	1	1	1
Lead Recording Operations Clerk	1	1	1
<i>Total - Criminal Courts</i>	<i>46</i>	<i>46</i>	<i>47</i>

**Civil Courts**

Civil Courts Manager	1	1	1
Civil Filing Supervisor	1	1	1
Court Clerk	10	10	8
Court Operations Clerk	20	20	20
Mental Health Clerk	5	5	5
Mental Health Supervisor	1	1	1
Lead Civil Court Clerk	1	1	1
Lead Court Operations Clerk	0	0	1
Probate Court Services Coordinator	1	1	1
Probate Supervisor	1	1	1
Transcript & Appeals Clerk	1	1	1
<i>Total - Civil Courts</i>	<i>42</i>	<i>42</i>	<i>41</i>

**Records**

Indexing Supervisor	1	1	1
Lead Recording Operations Clerks	4	4	3
License & Recordings Supervisor	1	1	1
Marriage License and Assume Name Supervisor	1	1	0
Recording and Operations Clerk	32	32	18
Records Storage Supervisor	0	0	1
Recordings Manager	1	1	1
Records & Statistics Supervisor	1	1	0
<i>Total - Records</i>	<i>41</i>	<i>41</i>	<i>25</i>

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Budget
<b>Mental Health</b>			
Court Operations Clerk	0	1	0
Lead Court Clerk	1	0	0
Mental Health Clerk	4	4	0
Mental Health Manager	1	1	0
Mental Health Supervisor	0	1	0
<i>Total Mental Health</i>	6	7	0
<b>Probate</b>			
Court Clerk	3	3	0
Court Operations Clerk	10	10	0
Lead Court Clerk	1	0	0
Probate Court Services Coordinator	1	1	0
Probate Supervisor	0	1	0
<i>Total - Probate</i>	15	15	0
<b>Treasurer</b>			
Bookkeeping Supervisor	0	1	0
Lead Recording Operations Clerk	1	1	0
Recording and Operations Clerk	1	3	0
<i>Total - Treasurer</i>	2	5	0
<b>Treasury</b>			
Treasury Operations Clerk	0	0	3
Lead Recording Operations Clerk	0	0	2
Lead Treasury Operations Clerk	0	0	1
Treasury and Bookkeeping Coordinator	0	0	1
Recording and Operations Clerk	0	0	14
Records & Statistics Supervisor	0	0	1
Marriage License and Assumed Name Supervisor	0	0	1
Treasury Manager	0	0	1
<i>Total - Treasury</i>	0	0	24
<b><i>Total - County Clerk</i></b>	<b>148</b>	<b>148</b>	<b>147</b>

# INFRASTRUCTURE SERVICES - ADMINISTRATION

FUND: 001  
AGENCY: 501

## Authorized Positions:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
Analyst	1	1	0
Asset Manager	0	1	1
Computer Aided Design Technician	1	0	0
Construction Coordinator	1	2	2
County Architect	1	1	1
Executive Assistant	0	0	1
Executive Director of Infrastructure Services	1	1	1
Facilities Division Manager	1	1	1
Office Assistant III	1	1	1
Office Assistant IV	1	1	0
Real Estate Coordinator	1	0	0
Senior Construction Coordinator	1	1	1
<i>Total - Infrastructure Services - Administration</i>	<i>10</i>	<i>10</i>	<i>9</i>

# INFRASTRUCTURE SERVICES - FACILITIES MAINTENANCE (ADULT DETENTION CENTER)

FUND: 001  
AGENCY: 501

## Authorized Positions:

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
Carpenter	1	1	1
Electrician	1	1	1
Electronics Supervisor	1	1	1
Electronics Technician I	6	6	5
Electronics Technician II	2	2	2
Exterminator	1	1	1
Facilities Maintenance Supervisor	1	1	1
HVAC Technician	1	1	1
HVAC Technician II	0	1	0
Life and Safety Supervisor	1	1	1
Life and Safety Technician	4	4	4
Maintenance Helper	1	1	1
Maintenance Mechanic I	17	17	17
Maintenance Mechanic II	4	4	4
Office Assistant IV	0	1	1
Plumber	1	2	2
Welder II	1	1	1
<i>Total – Infrastructure Services - Facilities Maintenance – Adult Detention</i>	<i>43</i>	<i>46</i>	<i>44</i>



# INFRASTRUCTURE SERVICES – FACILITIES MAINTENANCE (COUNTY BUILDINGS)

FUND: 001  
AGENCY: 501

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
Audiovisual Coordinator	0	1	1
Building Monitor	1	1	1
Carpenter	1	1	1
Senior Carpenter	0	2	0
Electrician	1	2	1
Electronic Technician II	1	1	1
Exterminator	1	1	1
Facilities Maintenance Manager	1	1	0
Facilities Maintenance Supervisor	2	2	3
Facilities Operations Manager	0	0	1
HVAC Technician	1	1	0
Life & Safety Technician	0	0	1
Maintenance Helper	4	4	3
Maintenance Mechanic I	6	6	6
Maintenance Mechanic II	2	2	3
Maintenance Section Chief	1	1	1
Office Assistant II	1	1	1
Office Assistant IV	1	1	1
Painter	1	1	1
Painter II	0	1	0
Plumber	1	1	1
<i><b>Total – Infrastructure Services - Facilities Maintenance – County Buildings</b></i>	<b>26</b>	<b>31</b>	<b>28</b>



**Infrastructure Services Department**  
FLEET MAINTENANCE  
4023 N. Panam Expressway  
SAN ANTONIO, TEXAS 78219-2206

July 29, 2008

TO: Commissioners Court  
FROM: *Willford P. Crossno*  
**Willford P. Crossno**  
Vehicle Replacement Committee  
Chairman

SUBJECT: Vehicles Recommended for Replacement During 2008-09 Budget Year

Vehicles appearing on the attached listing are being recommended for replacement during the 2008-09 budget year. The criteria for selecting vehicles for replacement are:

- General Purpose vehicles - six years or 100,000 miles
- Patrol vehicles - two years or 75,000 miles
- Patrol motorcycles - three years or 45,000 miles

If you have any questions concerning this listing, please contact me at 4jrS-9913.

## VEHICLES RECOMMENDED FOR REPLACEMENT 2008-2009 BUDGET YEAR

<u>UNIT NUM</u>	<u>LICENSE NUM</u>	<u>YEAR</u>	<u>MAKE MODEL</u>	<u>VEHICLE LOCATION</u>	<u>VEHICLE IDIFICATION NUMBER</u>
<b><u>JUVENILE DET CTR</u></b>					
6007	816776	2001	FORD CROWN VICTORIA	JUVENILE CTR	2FAFP71W21X204924
6010	840763	2003	CHEVROLET 3500 EXPRE	JUVENILE PROBATION	1GAHG39U931111787
6019	861415	2003	FORD CROWN VICTORIA	JUVENILE PROBATION	2FAFP71W13X215822
6016	852993	2003	FORD E350 PASSENGER	JUVENILE DET CTR	1FBSS31L23HB22267
<b><u>Parks</u></b>					
4034	854648	2003	FORD F350 EXT CAB SP	UTILITY MAINTENANCE	1FTWX32P63ED01025
<b><u>Public Works</u></b>					
<b><u>Road and Bridge Fund Vehicles</u></b>					
1049	770280	1999	FORD F150 BI-FUEL	SOUTHEAST SVC CTR	1FTRF17Z0XKB75377
1055	786364	1999	CHEVROLET 3500 HD ME	SOUTHEAST SVC CTR	1GBKC34F7XF099072
1056	775471	1999	FORD F150 BI-FUEL	SOUTHEAST SVC CTR	1FTRF17Z4XKB76063
1143	726437	1997	FORD F450 MECH. TRK.	SOUTHEAST SVC CTR	1FDLF47F4VEA52556
1180	726450	1997	FORD F350 CREW CAB P	NORTHWEST SVC CTR	1FTJW35H1VEA90241
1215	746232	1998	FORD VAN CLUB WAGON	MAIN OFFICE	1FBSS31L1WHB25956
1228	770268	1999	CHEVROLET 3500 CREW	JUDSON SERVICE CENTE	1GCGC33F8XF097639
1230	775473	1999	FORD F150 BI-FUEL	NORTHEAST SVC CTR	1FTRF17Z0XKB76058
1238	726449	1997	FORD F350 CREW CAB P	NORTHEAST SVC CTR	1FTJW35H3VEA90242
1245	770266	1999	CHEVROLET 3500 CREW	NORTHEAST SVC CTR	1GCGC33F4XF098674
1313	770282	1999	FORD F150 BI-FUEL	NORTHWEST SVC CTR	1FTRF17Z3XKB76054
1316	770281	1999	FORD F150 BI-FUEL	NORTHWEST SVC CTR	1FTRF17Z5XKB76055
1414	860890	2003	FORD F150 EXT CAB 4X	SOUTHEAST SVC CTR	2FTPX18Z63CA70938
5030	844759	2003	FORD F150 EXT CAB 4X	SOUTHTON SERVICE CEN	2FTPX18Z13CA09855
5044	857791	2003	FORD F150 EXT CAB BI	MAIN OFFICE	2FTPX17Z63CA70216
5045	857792	2003	FORD F150 EXT CAB BI	MAIN OFFICE	2FTPX17Z83CA70217
5049	857796	2003	FORD F150 EXT CAB BI	MAIN OFFICE	2FTPX17ZX3CA70221
5059	884751	2005	FORD 150 EXT CAB	MAIN OFFICE	1FTPX125X5FA04487
<b><u>Sheriff</u></b>					
9107	234611	2003	FORD CROWN VICTORIA	DETENTION CENTER	2FAFP73W53X116871
9108	R59VPR	2003	FORD CROWN VICTORIA	WARRANTS	2FAFP73W33X116870
9111	R82SPT	2003	FORD CROWN VICTORIA	WARRANTS	2FAFP73W53X116868
9126	620MPX	2003	FORD CROWN VICTORIA	FLEET MAINTENANCE	2FAFP71W23X186914
9153	V38KVN	2003	FORD CROWN VICTORIA	WARRANTS	2FAFP73W73X201162
9154	V37KVN	2003	FORD CROWN VICTORIA	WARRANTS	2FAFP73W73X201159
9157	V34KVN	2003	FORD CROWN VICTORIA	CIVIL	2FAFP73W33X201160
9158	V33KVN	2003	FORD CROWN VICTORIA	CID	2FAFP73WX3X201155
9178	T08TJS	2003	FORD TAURUS FFV	CID ASSAULTS	1FAFP52253A217114
9179	T21TJS	2003	FORD TAURUS FFV	CID-UTILITY	1FAFP52233A217113
9181	T16TJS	2003	FORD TAURUS FFV	CID ASSAULTS	1FAFP52273A217129
9182	T10TJS	2003	FORD TAURUS FFV	CID ASSAULTS	1FAFP52223A217118
9183	T04TJS	2003	FORD TAURUS FFV	CID-BURGLARY	1FAFP52273A217115
9323	100-2223	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W37X163504
9324	100-2222	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W47X163463
9325	100-2221	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W47X163494
9326	100-2199	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W67X163464
9330	103-0201	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W57X163455

<u>UNIT NUM</u>	<u>LICENSE NUM</u>	<u>YEAR</u>	<u>MAKE MODEL</u>	<u>VEHICLE LOCATION</u>	<u>VEHICLE IDIFICATION NUMBER</u>
9331	100-2233	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W97X163460
9332	100-2219	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71WX7X163452
9333	100-2234	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W87X163501
9334	100-2235	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W67X163500
9335	100-2236	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W77X163490
9336	100-2237	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W57X163486
9338	100-2238	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W07X163508
9352	100-2207	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W17X163470
9353	100-2218	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W37X163454
9354	100-2208	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71WX7X163502
9355	100-2209	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71WX7X163497
9356	100-2210	2007	FORD CROWN VICTORIS	PATROL WEST	2FAFP71W57X163472
9357	100-2211	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W87X163479
9362	1002299	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W77X163473
9363	1030075	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W47X163477
9364	1030076	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W97X163474
9404	T38GNX	1996	CHEVROLET LUMINA	ADMINISTRATION	2G1WL52M0T9221180
9440	N40BTM	2001	FORD CROWN VICTORIA	WARRANTS	2FAFP73W01X206054
9480	Y40DPS	2004	FORD TAURUS FFV	CIVIL	1FAFP52264A200484
9483	Y94FMN	1999	FORD VAN CLUB WGN E1	CID NARCOTICS	1FMRE11W9XHB94519
9484	Y42DPS	2004	FORD TAURUS FFV	CID-BURGLARY	1FAFP52284A200485
9485	Y44DPS	2004	FORD TAURUS FFV	CID-BURGLARY	1FAFP52214A200487
9501	791124	2000	FORD VAN CLUB WGN E3	COURT SECURITY	1FBSS31L6YHB83709
9561	834541	2003	FORD CROWN VICTORIA	CID-EVIDENCE	2FAFP71W73X114915
9587	P96YMH	2002	FORD TAURUS LX	CID-UTILITY	1FAFP52U62A201312
9588	P27YMH	2002	FORD TAURUS LX	CID-UTILITY	1FAFP52UX2A201314
9599	S58FGD	2003	FORD TAURUS LX	CID-EVIDENCE	1FAFP52U23A118624
9740	230915	2006	FORD VAN CLUBWAGON E	FLEET	1FBSS31L56DB09508
9741	231842	2006	FORD VAN CLUBWAGON E	FLEET	1FBSS31L36DB09507
9744	233175	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W27X110812
9745	233168	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W27X110809
9748	232167	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W57X110805
9752	655PLS	2007	FORD CROWN VICTORIA	TRAFFIC SAFETY	2FAFP71W17X110820
9755	657PLS	2007	FORD CROWN VICTORIA	TRAFFIC SAFETY	2FAFP71W37X110821
9758	233167	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W67X110814
9760	233163	2007	FORD CROWN VICTORIA	FLEET	2FAFP71WX7X110802
9761	233173	2007	FORD CROWN VICTORIA	PATROL WEST	2FAFP71W17X110803
9762	233174	2007	FORD CROWN VICTORIA	FLEET	2FAFP71W07X110808
9765	233169	2007	FORD CROWN VICTORIA	PATROL EAST	2FAFP71W07X110811
9851	895428	2005	FORD CROWN VICTORIA	PATROL EAST	2FAFP71WX5X148642
9865	790GNZ	2006	FORD TAURUS SE	CIVIL	1FAFP53U36A147004
9867	792GNZ	2006	FORD TAURUS SE	COURT SECURITY	1FAFP53U76A147006
9869	794GNZ	2006	FORD TAURUS SE	CIVIL	1FAFP53U06A147011
9873	798GNZ	2006	FORD TAURUS SE	CIVIL	1FAFP53U16A147003
9878	209495	2006	FORD VAN E350 EXT PA	DETENTION CTR	1FBSS31L96HA80362
9902	XY9837	2006	HONDA GOLDWING MOTOR	TRAFFIC SAFETY	1HFSC47F86A511627
9905	XY9838	2006	HONDA GOLDWING MOTOR	TRAFFIC SAFETY	1HFSC47F16A511629
9908	XY9832	2006	HONDA GOLDWING MOTOR	TRAFFIC SAFETY	1HFSC47FX6A511614

**Bexar County, Texas**  
**Other Post Employ Benefit (OPEB) Fund Summary**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Proposed</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$0	\$0	\$5,150,000
Designated for Encumbrances	0	0	0
<b>Total Beginning Balance</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,150,000</b>

**Revenue**

Interest From Investments			
Interest From Sweep			
Other Income			
Premiums	\$0	\$894,201	\$4,156,297
Transfers	0	6,546,423	5,000,000
<b>Total Revenues</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$9,156,297</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$14,306,297</b>
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<b>APPROPRIATIONS</b>
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General Government	\$0	\$2,290,624	\$4,156,297
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<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$0</b>	<b>\$2,290,624</b>	<b>\$4,156,297</b>
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<b>Appropriated Fund Balance</b>	<b>\$0</b>	<b>\$5,150,000</b>	<b>\$10,150,000</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$0</b>	<b>\$7,440,624</b>	<b>\$14,306,297</b>
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Bexar County, Texas  
 Self Insured Fund - Health and Life Insurance  
 Fiscal Year Ending September 30, 2009

FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
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<b>AVAILABLE FUNDS</b>
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**Beginning Balance**

Undesignated Funds	\$344,796	\$418,367	\$108,507
<b>Total Beginning Balance</b>	<b>\$344,796</b>	<b>\$418,367</b>	<b>\$108,507</b>

**Revenue**

Stop Loss Recovery	\$0	\$511,884	\$1,000
Insurance Rebates	0		
Other Income	51,324	0	
Premiums	24,624,941	25,141,342	27,116,443
Interfund Transfer	2,200,000	2,860,749	
<b>Total Revenues</b>	<b>\$26,876,265</b>	<b>\$28,513,975</b>	<b>\$27,117,443</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$27,221,061</b>	<b>\$28,932,342</b>	<b>\$27,225,950</b>
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<b>APPROPRIATIONS</b>
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General Government	\$26,802,694	\$27,427,413	\$27,415,407
Interfund Transfer to OPEB	0	1,396,423	0
Contingencies	0	0	0

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$26,802,694</b>	<b>\$28,823,836</b>	<b>\$27,415,407</b>
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<b>Appropriated Fund Balance</b>	<b>\$418,367</b>	<b>\$108,507</b>	<b>(\$189,457)</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$27,221,061</b>	<b>\$28,932,342</b>	<b>\$27,225,950</b>
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**Bexar County, Texas**  
**Technology Fund**  
**Fiscal Year Ending September 30, 2009**

<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2008-09</b>
<b>Actual</b>	<b>Estimate</b>	<b>Proposed</b>

<b>AVAILABLE FUNDS</b>
------------------------

**Beginning Balance**

Undesignated Funds	\$338,127	\$842,990	\$825,887
Designated for Encumbrances	23,266	0	0
<b>Total Beginning Balance</b>	<b>\$361,393</b>	<b>\$842,990</b>	<b>\$825,887</b>

**Revenue**

Interfund Transfers	\$119,000	\$119,000	\$0
Other Revenue Sources	1,667,158	2,396,430	1,163,543
Revenue from Use of Assets	0	23,795	0
<b>Total Revenues</b>	<b>\$1,786,158</b>	<b>\$2,539,225</b>	<b>\$1,163,543</b>

<b>TOTAL AVAILABLE FUNDS</b>	<b>\$2,147,551</b>	<b>\$3,382,215</b>	<b>\$1,989,430</b>
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<b>APPROPRIATIONS</b>
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General Government	\$111,345	\$117,059	\$126,696
Supplies and Materials	1,001,299	2,396,430	1,163,543
Capital Expenditures	165,371	16,293	0
Contingencies	0	0	0
Interfund Transfers	26,546	26,546	26,546

<b>TOTAL OPERATING APPROPRIATIONS</b>	<b>\$1,304,561</b>	<b>\$2,556,328</b>	<b>\$1,316,785</b>
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<b>Appropriated Fund Balance</b>	<b>\$842,990</b>	<b>\$825,887</b>	<b>\$672,645</b>
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<b>TOTAL APPROPRIATIONS</b>	<b>\$2,147,551</b>	<b>\$3,382,215</b>	<b>\$1,989,430</b>
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# TECHNOLOGY IMPROVEMENT FUND

FUND: 565

**Program Description:** The Technology Improvements Fund was established in FY 1998-99 as a result of a performance review of the Bexar County Information Services Department (BCIS). The outside consultant, MGT of America, made recommendations designed to improve the County's technology planning and services. One of the most important recommendations made by MGT was to implement a "chargeback" system for technology expenditures. This fund facilitates the purchase of computer-related equipment. It is designed to satisfy the departmental requirement for an internal information technology budget, while maintaining centralized control of the purchasing process to maintain Countywide technology standards. The goal is to maintain the highest level of performance for each department's unique needs, while maintaining overall connectivity between systems.

Prior to FY 1998-99, the technology improvements were expensed either in the BCIS budget or appropriated in the capital expenditure line item costs of individual offices and departments. This budgeting approach made it difficult to track and control the County's investments in technology.

The new system of allocating all the costs of technology improvements to County offices and departments more accurately assesses the true costs of the operation of these offices and departments. This system also places managerial control of these costs within each organization. Once transferred to the Technology Fund, the funding for each office and department's technology needs are tracked separately to ensure that the contributions made by each are used only to purchase their technology equipment recommended in the budget process. In turn, this system also gives County department heads and officials better cost information with which to assess their office's or department's performance.

**Performance Indicators:** (See Information Services)

## Appropriations:

	FY 2006-07 Actual	FY 2007-08 Budget	FY 2007-08 Estimate	FY 2008-09 Proposed
Personnel Services	\$111,345	\$114,018	\$117,059	\$126,696
Supplies and Materials	1,001,299	2,038,548	2,396,430	1,163,543
Interfund Transfer	26,546	26,546	26,546	26,546
Contingencies	0	0	0	0
Capital Expenditures	165,371	0	16,293	0
<i>Subtotals</i>	<i>\$1,304,561</i>	<i>\$2,179,112</i>	<i>\$2,556,328</i>	<i>\$1,316,785</i>
Program Changes				\$18,016
<i>Total</i>	<i>\$1,304,561</i>	<i>\$2,179,112</i>	<i>\$2,556,328</i>	<i>\$1,334,801</i>



**Program Justification and Analysis:**

- The FY 2008-09 Proposed Budget decreases by 48 percent when compared to FY 2007-08 estimates.
- The Personnel Services group increases by 8.2 percent compared to FY 2007-08. This increase is a result of funding the two authorized positions at the same levels of estimated expenditures during FY 2007-08 plus full funding of any salary increases granted.
- The Supplies and Materials Group represents Interfund transfers from various offices and departments to fund technology needs. The table below indicates the technology dollar amount budgeted in the technology improvement fee line item for each Bexar County Department, Office and Fund. These funds are transferred from their respective funds to the Technology Improvement Fund.
- Funding in the amount of \$26,546 has been provided in the Interfund Transfers group for overhead cost. These are the indirect costs associated with administering the funds such as personnel administration, purchasing, and auditing. The purpose of charging indirect costs is to reflect all of the actual costs associated with a particular function.
- One program change in the amount of \$18,016 is proposed for FY 2008-09.
  - The program change re-classes one Network Architect I from E-05 to E-07 and one Network Architect II from E-07 to E-08.

**Authorized Positions:**

	FY 2006-07 Actual	FY 2007-08 Estimate	FY 2008-09 Proposed
Network Architect I	1	1	1
Network Architect II	1	1	1
<b><i>Total – Tech Fund</i></b>	<b>2</b>	<b>2</b>	<b>2</b>

**Appropriations:**

Civil District Courts	\$32,868
CMAG Court	6,830
Community Investment	12,769
Community Supervision Corrections - Adult Probation	40,990
County Judge/Commissioners	7,000
County Judge/Commissioners – Economic Development	2,480
Constable 1	8,999
Constable 2	13,439
Constable 3	19,691
Constable 4	26,576
County Auditor	30,000
County Clerk	10,300
County Courts at Law	3,122
Criminal District Courts	36,717
C J P & C - Administration	5,170
C J P & C - Crime Lab	5,297
C J P & C - Forensic Science Center	95
C J P & C - Medical Examiner	4,958
Dispute Resolution	4,992
District Attorney	8,772
District Clerk	13,503
Fire Code	60,000
Fire Marshal	4,000
Flood Control	1,956
Information Services	100,000
Infrastructure Services - Administration	9,854
Infrastructure Services - Adult Detention Center	2,191
Infrastructure Services - Environmental Services	2,327
Infrastructure Services - Juvenile Detention Center	1,525
Infrastructure Services - Public Works	293,000
Infrastructure Services - Parking Facilities	256
Infrastructure Services - Parks	6,336
Infrastructure Services – Storm Water	11,055
Justice of the Peace Pct. 1 Pl. 1	5,072
Justice of the Peace Pct. 4	5,072
JP Tech Fund	125,565
Jury Operations	2,060
Juvenile Child Support Probation	4,943
Juvenile Detention	3,752
Juvenile District Courts	2,881
Juvenile Probation	9,024
Non-Departmental	50,797
Planning and Resource Management	41,011

Sheriff - Adult Detention Center	326
Sheriff - Law Enforcement	100,283
Sheriff - Support Services	12,084
Tax Assessor	13,605
<b>Total</b>	<b>\$1,163,543</b>