

OTHER OPERATING FUNDS



Precinct 1 Satellite Offices

Several assessments of the County’s population, service delivery and functions have resulted in the determination that both the public and County Can benefit from having precinct-based satellite offices where the public can easily access them. Precinct 1 will be the first to get such a facility. An old Winn’s Department Store on Pleasanton Road will be converted into offices for the Tax Assessor-Collector; Justice of the Peace Precinct 1, Place 3; Constable Precinct 1 and a community resource center for Commissioner Sergio “Chico” Rodriguez. The offices are expected to be finished in spring 2012.

Bexar County, Texas
Justice of the Peace Security Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$118,622	\$176,985	\$219,168
Total Beginning Balance	\$118,622	\$176,985	\$219,168

Revenue

Court Costs and Fines	\$69,994	\$67,008	\$63,000
Revenue From Use of Assets	266	175	100
Total Revenues	\$70,260	\$67,183	\$63,100

TOTAL AVAILABLE FUNDS	\$188,882	\$244,168	\$282,268
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APPROPRIATIONS

Judicial	\$11,897	\$25,000	\$50,000
Subtotal	\$11,897	\$25,000	\$50,000

TOTAL OPERATING APPROPRIATIONS	\$11,897	\$25,000	\$50,000
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Appropriated Fund Balance	\$176,985	\$219,168	\$232,268
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TOTAL APPROPRIATIONS	\$188,882	\$244,168	\$282,268
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JUSTICE OF THE PEACE SECURITY FUND

COMPANY: 112

The Justice of the Peace Security Fund was created as a result of legislation passed by the 79th 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Operational Costs	\$4,450	\$0	\$0
Supplies and Materials	7,447	25,000	50,000
Capital Expenditures	0	0	0
Total	\$11,897	\$25,000	\$50,000

Program Justification and Analysis:

- The FY 2011-12 Adopted Budget funds \$10,000 for each Justice of the Peace Office for the purchase of security upgrades as requirements are identified.

Bexar County, Texas
Family Protection Account
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$0	\$0	\$3,070
Total Beginning Balance	\$0	\$0	\$3,070

Revenue

Other Fees	\$0	\$123,314	\$120,000
Revenue From Use of Assets	0	5	10
Subtotal	\$0	\$123,319	\$120,010

Total Revenues	\$0	\$123,319	\$120,010
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TOTAL AVAILABLE FUNDS	\$0	\$123,319	\$121,728
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APPROPRIATIONS

Judicial	\$0	\$121,601	\$121,601
Subtotal	\$0	\$121,601	\$121,601

TOTAL OPERATING APPROPRIATIONS	\$0	\$121,601	\$121,601
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Appropriated Fund Balance	\$0	\$1,718	\$127
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TOTAL APPROPRIATIONS	\$0	\$123,319	\$121,728
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FAMILY PROTECTION ACCOUNT

COMPANY: 121

Program Description: Section 51.961 of the Texas Government Code provides for the mandatory collection of a \$15.00 fee by the district or county clerk when a petition for divorce is filed. The statute provides that the monies collected through this fee are to be deposited into a special revenue account called the family protection account. Commissioners Court is then charged with determining how the funds are to be used by designating the funds to be used by a service provider that prevent family violence or child abuse.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Operational	\$0	\$0	\$121,601	\$121,601
<i>Total</i>	<i>\$0</i>	<i>\$0</i>	<i>\$121,601</i>	<i>\$121,601</i>

Program Justification and Analysis:

- Funding was provided in the Operations group FY 2011-12 Budget for the rent, telephone, and cell phone expenses of the Family Justice Center. On August 10, 2010, Commissioners Court approved the use of the Family Protection Fee for these expenses. Due to the limited amount of revenue, the difference of these costs will continue to be funded in a discretionary fund the District Attorney's Office manages. The Family Protection Fee was previously collected in the General Fund; therefore, revenue in the amount of \$121,600 was transferred from the General Fund beginning FY 2010-11.

Bexar County, Texas
 County Clerk Records Management Company 200
 Fiscal Year Ending September 30, 2012

FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$8,894,104	\$10,574,018	\$10,667,571
Designated for Encumbrances	4,016		
Total Beginning Balance	\$8,898,120	\$10,574,018	\$10,667,571

Revenue

Court Costs and Fines	\$1,444	\$75,831	\$63,306
Other Fees	2,491,004	2,404,113	2,342,195
Revenue From Use of Assets	18,117	12,774	16,559
Sales, Refunds and Miscellaneous	0	4,560	0
Subtotal	2,510,564	2,497,278	2,422,060
Total Revenues	\$2,510,564	\$2,497,278	\$2,422,060

TOTAL AVAILABLE FUNDS	\$11,408,684	\$13,071,296	\$13,089,631
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APPROPRIATIONS

General Government	\$777,238	\$2,341,694	\$6,942,068
Capital Expenditures	7,897	12,500	25,000
Subtotal	\$785,135	\$2,354,194	\$6,967,068
Interfund Transfers	49,531	49,531	49,531

TOTAL OPERATING APPROPRIATIONS	\$834,666	\$2,403,725	\$7,016,599
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Appropriated Fund Balance	\$10,574,018	\$10,667,571	\$6,073,032
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TOTAL APPROPRIATIONS	\$11,408,684	\$13,071,296	\$13,089,631
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RECORDS MANAGEMENT – COUNTY CLERK FUND

COMPANY: 200

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 historical records filed from the year 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Workload/Output Measures:			
Number of files pulled	7,188	9,588	9,588
Number of files returned/re-filed	65,242	65,242	65,242
Number of Perma Boxes Handled	8,640	8,640	8,640
Efficiency Measures:			
Number of files pulled per FTE	1,438	1,918	1,918
Number of files returned/re-filed per FTE	13,048	13,048	13,048
Number of Perma Boxes Handled	1,728	1,728	1,728
Effectiveness Measures:			
Average daily response time (pulled & delivered)	2 hours	2 hours	2 hours
Average time needed to pick-up and re-file	2 hours	3.5 hours	3.5 hours
Average Time Needed to Handle Perma Boxes	N/A	1.5 hours	1.5 hours

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Travel and Remunerations	\$801	\$2,000	\$2,000	\$2,000
Operational Costs	736,711	4,535,595	2,294,733	6,942,068
Supplies and Materials	39,726	90,000	44,961	90,000
Capital Expenditures	7,897	25,000	12,500	25,000
Interfund Transfers	49,531	49,531	49,531	49,531
<i>Total</i>	\$834,666	\$4,702,126	\$2,403,725	\$7,016,599

Program Justification and Analysis:

- The FY 2011-12 Budget increases significantly when compared to FY 2010-11 estimates. This increase is primarily due to additional funding provided for document imaging in the Operational Costs group.
- Funding in the amount of \$2,000 is provided to fund travel directly related to Records Management and the Spanish Archive Center.
- The Operational Costs group increases significantly when compared to FY 2010-11 estimates. The County Clerk’s Office is re-evaluating the company that is used for the Office’s imaging project. Due to this evaluation, imaging in the Office has drastically decreased. Once the evaluation is complete imaging should return to the normal rate. It also includes funding for the County Clerk Archive Plan.
- The Supplies and Materials group increases significantly when compared to FY 2010-11 estimates due to an increase in the need for other supplies.
- The Capital Expenditures group provides \$25,000 for office and other equipment and technology associated with the management of County Clerk records.
- The Interfund Transfers Group remains the same when compared the FY 2010-11. The County Clerk’s portion of the Records Management Center is paid from this appropriation.

Bexar County, Texas
County Records Management Company 201
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$738,181	\$678,575	\$325,906
Total Beginning Balance	\$738,181	\$678,575	\$325,906

Revenue

Court Costs and Fines	\$379,124	\$395,457	\$388,433
Revenue From Use of Assets	1,178	283	100
Total Revenues	\$380,302	\$395,740	\$388,533

TOTAL AVAILABLE FUNDS	\$1,118,483	\$1,074,315	\$714,439
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APPROPRIATIONS

General Government	\$439,908	\$748,409	\$631,583
Subtotal	\$439,908	\$748,409	\$631,583

TOTAL OPERATING APPROPRIATIONS	\$439,908	\$748,409	\$631,583
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Appropriated Fund Balance	\$678,575	\$325,906	\$82,856
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TOTAL APPROPRIATIONS	\$1,118,483	\$1,074,315	\$714,439
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RECORDS MANAGEMENT – COUNTY WIDE FUND

COMPANY: 201

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, digital imaging of records, 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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Work Load Indicators:

Records Storage Space Recovered	4,900	400	1,800
Records Storage Projects Completed	7	4	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	95%	90%	95%
Number of County Offices Using Records Center	40	40	40
Number of County Offices Destroying Paper Records Expired or Imaged	27	25	25

Effectiveness Indicators:

Ratio of stored space used to reused space	98%	95%	98%
Percent of offices using Records Center	80%	85%	85%
Percent of Projects Completed	95%	90%	85%
Percent of Offices Destroying Paper Records Expired or Imaged	80%	80%	85%

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Operational Costs	\$439,908	\$748,409	\$748,409	\$631,583
<i>Total</i>	<i>\$439,908</i>	<i>\$748,409</i>	<i>\$748,409</i>	<i>\$631,583</i>

Program Justification and Analysis:

- The FY 2011-12 Budget decreases slightly when compared to FY 2010-11 estimates. This decrease is due to the Operations Appropriation as described below.
- Funding in the amount of \$356,583 is provided to contribute to the Records Management Center. This will fund the operations and a portion of the new shelving at the Center. FY 2010-11 Operational Costs were higher due to the one time funding to install the Air Conditioning at the Records Warehouses.
- The Operational Costs group also includes funding in the amount of \$275,000 for other imaging projects countywide. The Records Committee meets to decide how these funds will be appropriated to various offices and departments requesting funding to image documents specifically stored in the Records Center. The following is a breakout of that funding:

District Clerk	\$50,000
District Attorney	\$50,000
Sheriff Office	\$50,000
Auditor	\$48,500
JP 3	\$41,500
Medical Examiner	\$35,000

Bexar County, Texas
 District Clerk Records Management Company 202
 Fiscal Year Ending September 30, 2012

FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$62,480	\$88,098	\$118,883
Total Beginning Balance	\$62,480	\$88,098	\$118,883

Revenue

Court Costs and Fines	\$79,119	\$104,442	\$94,520
Other Fees	127,358	130,655	125,000
Revenue From Use of Assets	84	79	50
Total Revenues	\$206,560	\$235,176	\$219,570

TOTAL AVAILABLE FUNDS	\$269,040	\$323,274	\$338,453
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APPROPRIATIONS

Judicial	\$180,943	\$204,391	\$300,000
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TOTAL OPERATING APPROPRIATIONS	\$180,943	\$204,391	\$300,000
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Appropriated Fund Balance	\$88,098	\$118,883	\$38,453
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TOTAL APPROPRIATIONS	\$269,040	\$323,274	\$338,453
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RECORDS MANAGEMENT DISTRICT CLERK FUND

COMPANY: 202

Program Description: The District Clerk Records Management Fund was created as a result of legislation passed by the Texas Legislature during the 78th 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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Work Load Indicators (Annual):

Number of Cases Filed	35,717	37,508	36,399
Number of Imaged Documents processed by outside vendor	5,073,956	3,477,969	4,716,418

Efficiency Indicators (Annual):

Number of Cases Filed per FTE	4,375	6,688	4,550
Number of Case Files Imaged per week	97,576	66,884	90,700

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

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
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Personnel	\$77,299	\$0	\$0	\$0
Operational Costs	103,643	204,391	204,391	300,000
Total	\$180,942	\$204,391	\$204,391	\$300,000

Program Justification and Analysis:

- Funding is provided in the Operational Costs group to pay for imaging services for the District Clerk Records Division. Funding increases significantly when compared to the FY 2010-11 Estimates for imaging projects. This will allow for the office to purchase twenty new scanners and licensing for them in FY 2011-12.

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 proposed to be funded from Capital Funds, the County-wide Records 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. FY 2011-12 is considered Year Six of the project.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Analyst Programmer II	1	0	0
<i>Total – District Clerk Records Management</i>	<i>1</i>	<i>0</i>	<i>0</i>

Bexar County, Texas
 Court Security Company 203
 Fiscal Year Ending September 30, 2012

FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$18,221	\$14,010	\$7,415
Total Beginning Balance	\$18,221	\$14,010	\$7,415

Revenue

Court Costs and Fines	\$412,847	\$398,366	\$394,516
Other Fees	285,293	282,101	281,089
Revenue From Use of Assets	301	247	100
Subtotal	\$698,441	\$680,714	\$675,705
Interfund Transfers	\$372,484	\$429,578	\$420,874
Total Revenues	\$1,070,925	\$1,110,292	\$1,096,579

TOTAL AVAILABLE FUNDS

\$1,089,146	\$1,124,302	\$1,103,995
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APPROPRIATIONS

Public Safety	\$1,075,136	\$1,116,887	\$1,103,995
Subtotal	\$1,075,136	\$1,116,887	\$1,103,995

TOTAL OPERATING APPROPRIATIONS

\$1,075,136	\$1,116,887	\$1,103,995
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Appropriated Fund Balance

\$14,010	\$7,415	\$0
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TOTAL APPROPRIATIONS

\$1,089,146	\$1,124,302	\$1,103,995
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COURTHOUSE SECURITY FUND

COMPANY: 203

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, the Juvenile Justice Center and the Tejeda Justice Center. Funds generated help pay the cost of the communication and law enforcement services provided by the Bexar County Sheriff's Office.

In the past, Bexar County contracted with private vendors for the provision of security in buildings that house courts. In FY 2000-01, the Sheriff's Office took over this responsibility. Security Monitors and Law Enforcement Officers staff entrances to County buildings that house courts and the main Tax Office.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$1,075,136	\$1,133,188	\$1,116,887	\$1,103,995
Total	\$1,075,136	\$1,133,188	\$1,116,887	\$1,103,995

Program Justification and Analysis:

- The FY 2011-12 Sheriff Courthouse Security Fund Budget reflects a 1.7 percent decrease compared to FY 2010-11 estimates. This decrease is detailed in the program changes below.
- The personnel appropriation decreases less than one percent and represents full funding of all current authorized positions and an increase in the employer's contribution rate for unemployment and retirement and the program change as described below.

One program change is adopted for FY 2011-12 resulting in an annual savings of \$37,016. It is adopted that one Security Monitor II (NE-03) position that is frozen and has been vacant since May 28, 2011 is deleted.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Deputy Sheriff - Law Enforcement	5	5	5
Security Monitor	14	14	14
Security Monitor II	9	9	8
Total - Court Security	28	28	27

Bexar County, Texas
Courthouse Tech Fee
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$0	\$120,567	\$92,703
Total Beginning Balance	\$0	\$120,567	\$92,703

Revenue

Court Costs and Fines	\$120,470	\$125,224	\$123,000
Revenue From Use of Assets	97	64	50
Total Revenues	\$120,567	\$125,288	\$123,050

TOTAL AVAILABLE FUNDS	\$120,567	\$245,855	\$215,753
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APPROPRIATIONS

General Government	\$0	\$153,152	\$150,000
Subtotal	\$0	\$153,152	\$150,000

TOTAL OPERATING APPROPRIATIONS	\$0	\$153,152	\$150,000
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Appropriated Fund Balance	\$120,567	\$92,703	\$65,753
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TOTAL APPROPRIATIONS	\$120,567	\$245,855	\$215,753
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DISTRICT CLERK TECHNOLOGY FUND

COMPANY: 205

Program Description: State law requires district clerks to maintain large amounts of court records permanently. In order to preserve and maintain these documents, offices are storing documents electronically or in a digital format. State law and state library rules dictate that the film and digital images be maintained permanently with a storage plan to secure the future transition of digitized records to new media that allows access to these records. Transitioning paper records to digital formats can be costly for counties that do not have in-house computer service departments, as contracted vendors often maintain proprietary controls. While current statute allows district courts to assess record management fees, the district clerks' offices do not have control over the funding and counties can use the monies for other methods of records preservation.

Senate Bill 1685 from the 81st Legislature authorizes the commissioners court of a county to adopt a district court records archive fee of not more than \$5 for the filing of a suit, including an appeal from an inferior court, or a cross-action, counterclaim, intervention, contempt action, motion for new trial, or third-party petition, in a district court in the county as part of the county's annual budget. It requires that the fee be set and itemized in the county's budget as part of the budget preparation process and be approved in a public meeting. This fee is for preservation and restoration services performed in connection with maintaining a district court records archive.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Costs	\$0	\$79,918	\$78,152	\$0
Operational	0	75,000	75,000	150,000
<i>Total</i>	<i>\$0</i>	<i>\$154,918</i>	<i>\$153,152</i>	<i>\$150,000</i>

Program Justification and Analysis:

- The FY 2011-12 Budget decreases 2.1 percent compared to FY 2010-11 estimates primarily due to the program change group discussed below.
- The Personnel group is not budgeted in FY 2011-12. The program change below moves this funding from this budget into the BCIT General Fund Budget in FY 2011-12. The newly elected District Clerk does not wish to continue to fund an Analyst Programmer from this fund. The cost savings to this fund will be \$80,521.
- Funding in the Operations group doubles in the FY 2011-12 Budget. The District Clerk has an aggressive imaging and image resurrection plan that requires additional funding. The goal is to restore records, suspend or reduce deterioration of public records, and improve public access to these documents in a manner that reduces risk of deterioration. In addition, to comply with the Texas State Library and Archives Commission's records retention requirements for permanent retention, which are hundreds of thousands of pages of documents from the years 1836 through 1920, and in accordance with Government Code 51.304(5) "provide for the permanent retention of records including security provisions to guard against physical loss, alteration, and deterioration." The scope

of this Plan addresses the restoration and preservation needs of the District Clerk’s court permanent records, as follows:

1. To restore, preserve, and digitize historically valuable Court minutes and index books;
2. To restore, preserve, and digitize historically valuable permanent paper Court documents in their original format to include, Court documents from all differing periods of Court history from 1836 through 1920, The Republic of Texas, The Confederate States of America, and Early Union Statehood;
3. To make our permanent Court records accessible to constituents in a user friendly format;
4. To create a computerized index for the permanent records; and
5. To seek Commissioners Court’s approval to advertise a Request for Proposal to solicit competitive proposals for these preservation and restoration services.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Analyst Programmer II	1	1	0
<i>Total – District Clerk Technology</i>	<i>1</i>	<i>1</i>	<i>0</i>

Bexar County, Texas
Parking Facilities Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$889,175	\$1,023,631	\$700,653
Total Beginning Balance	\$889,175	\$1,023,631	\$700,653

Revenue

Revenue From Use of Assets	\$540,104	\$434,816	\$756,000
Sales, Refunds and Miscellaneous	0	567	500
Subtotal	\$540,104	\$435,383	\$756,500

TOTAL AVAILABLE FUNDS	\$1,429,279	\$1,459,014	\$1,457,153
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APPROPRIATIONS

General Government	\$252,578	\$305,291	\$386,745
Interfund Transfers	153,070	453,070	453,070

TOTAL OPERATING APPROPRIATIONS	\$405,648	\$758,361	\$839,815
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Appropriated Fund Balance	\$1,023,631	\$700,653	\$617,338
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TOTAL APPROPRIATIONS	\$1,429,279	\$1,459,014	\$1,457,153
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FACILITIES AND PARKS MANAGEMENT – PARKING FACILITIES FUND

COMPANY: 206

Program Description:

The Facilities and Parks Management - 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 and Paul Elizondo Tower, 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. The new Flores Street Parking Garage opened in August 2011 and also houses Human Resources personnel on the first floor. 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 Facilities Division of Facilities and Parks Management 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 two Flores Street parking lots and access management for employee parking lots at the Annex building, Precinct #1 office, and Vista Verde building.

Performance Indicators:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Workload/Output Measures:			
Average Number of Daily Customers, Garage	428	467	758
Average Number of Daily Customers, Flores St. Lot	141	0	0
Efficiency Measures:			
Revenues Generated per Parking Space (2 nd -5 th Floor)	\$804	\$836	\$857
Revenue Generated per Parking Space (Flores St. Parking Garage)	\$755	\$922	\$922
Average Turnover per Space (Garage)	1.86	1.71	1.85
Effectiveness Measures:			
Avg. Percent of Daily Capacity (Garage)	186%	171%	185%
Avg. Percent of Daily Capacity (Flores St. Lot)	116%	0%	0%

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$169,160	\$164,100	\$166,355	\$152,658
Operational Costs	77,934	135,166	129,123	223,354
Supplies and Materials	5,484	9,813	9,813	10,733
Interfund Transfers	153,070	453,070	453,070	453,070
Total	\$405,648	\$762,149	\$758,361	\$839,815

Program Justification and Analysis:

- Overall, the FY 2011-12 Adopted Budget increases 10.8 percent from FY 2010-11 estimates primarily due to operational costs described below.
- The Personnel Services group decreases 8.2 percent from FY 2010-11 estimates. The FY 2011-12 Adopted Budget provides full funding for all authorized positions. The FY 2010-11 estimates include funding provided for overtime worked during the fiesta period.
- The Operational Costs group reflects a significant increase from historical expenditures. This appropriation reflects the increases expected for the operation of the new Flores Street Parking Garage that opened in August 2011.
- The Supplies and Materials group reflects a 9.4 percent increase from FY 2010-11 estimates. Additional funding was appropriated for maintenance tools and supplies as requested for the operation of the new parking garage.
- Two Interfund Transfers in the amount of \$453,070 are funded for FY 2011-12, of which \$3,070 to the General Fund and \$450,000 to debt service payments. The debt service payment is accounting for the Flores Street Parking Garage debt service payment in FY 2011-12.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Parking Garage Attendant	3	3	3
Parking Garage Superintendent	1	1	1
Total – Parking Facilities Fund	4	4	4

Bexar County, Texas
Stormwater Mitigation Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$1,382,837	\$2,593,578	\$3,246,974
Total Beginning Balance	\$1,382,837	\$2,593,578	\$3,246,974

Revenue

Other Fees	\$1,752,376	\$1,818,100	\$1,761,000
Revenue From Use of Assets	4,299	3,020	2,000
Total Revenues	\$1,756,675	\$1,821,120	\$1,763,000

TOTAL AVAILABLE FUNDS	\$3,139,512	\$4,414,698	\$5,009,974
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APPROPRIATIONS

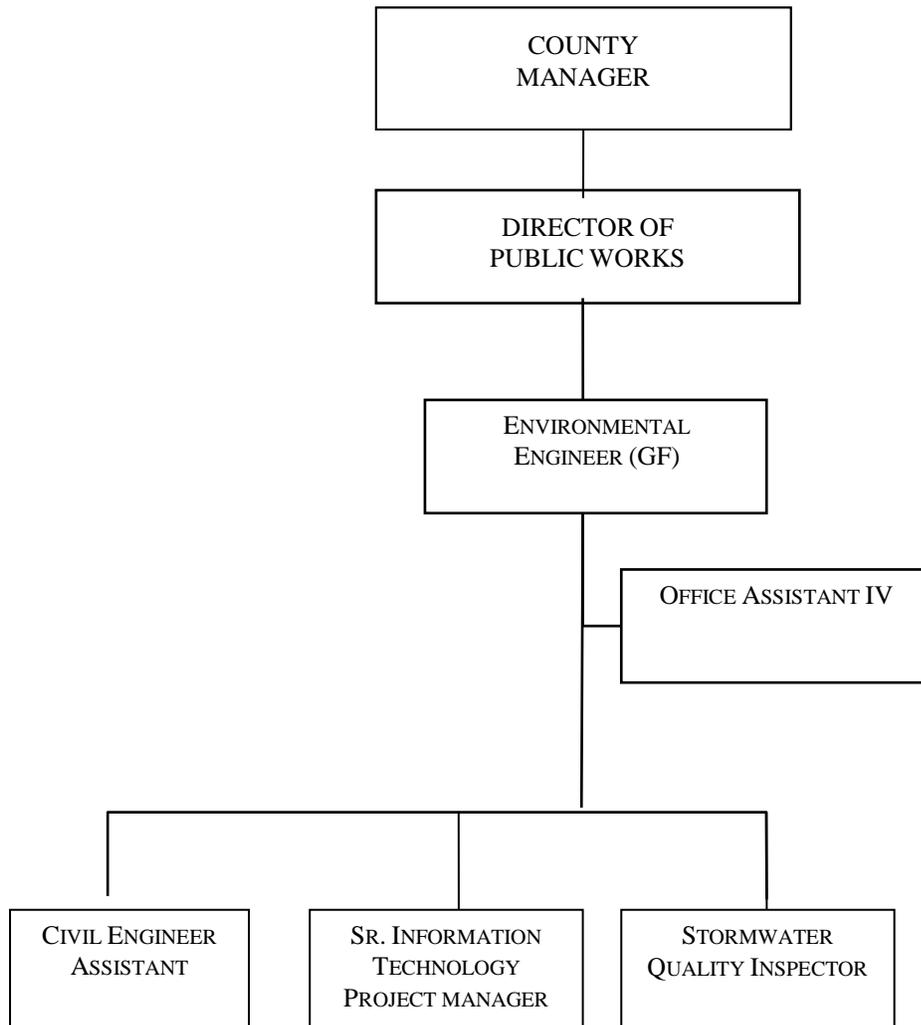
General Government	\$434,210	\$978,647	\$1,251,745
Capital Expenditures	0	23,138	0
Subtotal	\$434,210	\$1,001,785	\$1,251,745
Interfund Transfers	111,724	165,939	165,939

TOTAL OPERATING APPROPRIATIONS	\$545,934	\$1,167,724	\$1,417,684
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Appropriated Fund Balance	\$2,593,578	\$3,246,974	\$3,592,290
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TOTAL APPROPRIATIONS	\$3,139,512	\$4,414,698	\$5,009,974
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PUBLIC WORKS - STORMWATER MITIGATION



PUBLIC WORKS - ENVIRONMENTAL SERVICES STORMWATER MITIGATION COMPANY: 209

Program Description: The Public Works - Environmental Services Storm Water Mitigation program implements and manages the Bexar County Storm Water Quality (BCSWQ) program, which was mandated by the Environmental Protection Agency (EPA) and the 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 new development and redevelopment to insure compliance with appropriate best practices controls for storm water runoff during and post construction. 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. This program acts 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 (78th Legislature) granted Bexar County the authority to implement a Stormwater program. In December 2003, Commissioners' Court approved the Bexar County's proposed Stormwater Mitigation Program required by the program. In 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Workload/Output Measures:			
Number of Discharge Location Inspections	87	100	200
Number of Complaint Inspections	1,567	1,000	2,000
Number of Complaint Abatements	5	8	10
Efficiency Measures:			
Cost per Discharge Location Inspection	\$117	\$102	\$51
Cost per Nuisance Inspection	\$65	\$102	\$51
Cost per Nuisance Abatements	\$10,211	\$6,382	\$5,144
Effectiveness Measures:			
Successful Homeowners Association Clean-ups	100%	100%	100%
Plans Reviewed within Acceptable Period	100%	95%	95%
Nuisance Complaints Resolved	50%	70%	85%

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$312,986	\$451,153	\$396,685	\$399,030
Travel and Remunerations	4,735	8,310	8,310	8,500
Operational Costs	111,964	792,755	557,360	836,990
Supplies and Materials	4,525	15,525	16,292	7,225
Capital Expenditures	0	25,000	23,138	0
Interfund Transfers	111,724	165,939	165,939	165,939
Total	\$545,934	\$1,458,682	\$1,167,724	\$1,417,684

Program Justification and Analysis:

- Overall, the FY 2011-12 Adopted Budget reflects a significant increase from FY 2010-11 estimates, primarily due to an increase in Operational Costs as described below.
- The Personnel Services Group increases less than one percent from FY 2010-11 estimates. The FY 2011-12 Adopted Budget provides full funding for all authorized positions.
- The Travel and Remunerations group remains relatively flat when compared to FY 2010-11 estimates. Funding is provided to ensure proper training of employees working in the Stormwater program.
- The Operational Costs group increases significantly due to various lines items, which includes Contracted Services for implementation of the stormwater program, Nuisance Expense for neighborhood clean-ups, and a feasibility study on a countywide trash and recycling service.
- The Supplies and Materials group decreases almost 50 percent from FY 2010-11 estimates. The decrease is due to one-time furniture purchases expensed during FY 2010-11 that are not budgeted in FY 2011-12.
- The FY 2011-12 Adopted Budget includes Interfund Transfers in the amount of \$165,939. These funds are a cash match for a grant from the U.S. Fish and Wildlife Service for the development of a Habitat Conservation Plan. Funding is also appropriated for the Dump your Junk program.
- The FY 2011-12 Adopted Budget includes the following three program changes:
 - The first program change is the transfer of one Office Assistant IV (NE-5) from the General Fund Environmental Services Division. The total cost of the position is \$57,540.
 - The second program change is the deletion of one Real Estate Specialist (NE-9) for a total savings of \$43,271. This position is eliminated because it is deemed unnecessary and can be funded via the Regional Habitat Conservation Plan once it is implemented in two to three years.

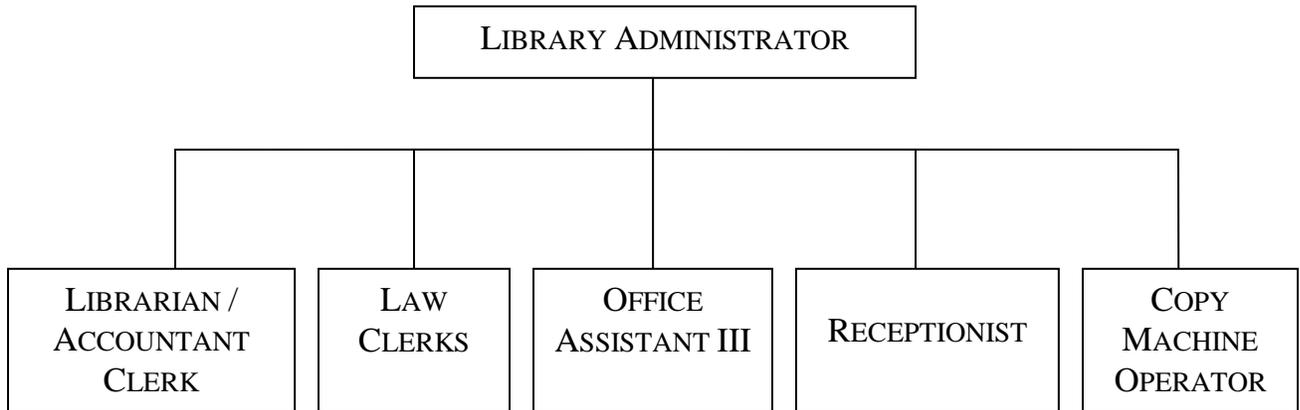
- The third program change is the deletion of one Civil Engineer (E-10) for a total savings of \$86,505. This position is eliminated due to a significant decrease in outside development activity and the remaining functions of the position can be absorbed by the Environmental Engineer.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Civil Engineer	1	1	0
Civil Engineer Assistant	1	1	1
Office Assistant IV	1	1	2
Real Estate Specialist	1	1	0
Senior Information Technology Project Manager	1	1	1
Stormwater Quality Inspector	0	1	1
<i>Total – Public Works – Stormwater Mitigation</i>	5	6	5

- The Environmental Engineer (E-11) position is funded 25% from the General Fund (Public Works-Environmental Services) and 75% from the Stormwater Fund.
- The Senior Information Technology Project Manager (E-10) was transferred from the Farm to Market and Lateral Road Fund during the FY 2008-09.

LAW LIBRARY



Bexar County, Texas
Law Library Fund Summary
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actuals	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$80,944	\$0	\$0
Total Beginning Balance	\$80,944	\$0	\$0

Revenue

Court Costs and Fines	\$526,043	\$517,106	\$515,000
Revenue From Use of Assets	181	166	100
Sales, Refunds and Miscellaneous	98,204	97,876	91,000
Subtotal	\$624,428	\$615,148	\$606,100
Interfund Transfer	\$211,406	\$264,046	\$216,437
Total Revenues	\$835,834	\$879,194	\$822,537

TOTAL AVAILABLE FUNDS	\$916,778	\$879,194	\$822,537
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APPROPRIATIONS

Judicial	\$902,249	\$879,194	\$822,537
Subtotal	\$902,249	\$879,194	\$822,537
Interfund Transfers	\$14,529	\$0	\$0

TOTAL OPERATING APPROPRIATIONS	\$916,778	\$879,194	\$822,537
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Appropriated Fund Balance	\$0	\$0	\$0
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TOTAL APPROPRIATIONS	\$916,778	\$879,194	\$822,537
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LAW LIBRARY

COMPANY: 210

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 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Work Load Indicators :			
Number of Copies Made	553,658	600,000	650,000
Pro Se Litigants Assisted	40	50	58
Efficiency Indicators:			
Pro Se Litigants Assisted per Day	480	600	660
Computer Users Assisted per Day	22	45	55
Copier Customers Assisted per Day	175	215	250
Effectiveness Indicators:			
Number of New Books Acquired	0	0	0

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel	\$339,720	\$357,576	\$352,045	\$243,304
Operational	153,186	133,340	143,418	174,130
Supplies	409,343	268,500	383,731	405,103
Interfund Transfer	14,529	0	0	0
Total	\$916,778	\$759,416	\$879,194	\$822,537

Program Justification and Analysis:

- The FY 2011-12 Budget decreased 6.4 percent when compared to FY 2010-11 estimates.
- The Personnel Services group decreased significantly when compared to the FY 2010-11 estimates to the program change described below.

- The Operational Costs group increased 21.4 percent when compared to FY 2010-11 estimates. This is due to an increase in costs for online services with Lexis Nexis and West Law.
- The Supplies and Materials group increased 5.6 percent when compared to FY 2010-11 estimates. This is due to an increase in books and periodicals due to new law changes from the 82nd Legislature.
- Due to declining revenues within the Law Library Fund, the Budget will transfer \$216,437 from the General Fund to sustain this fund.
- The FY 2011-12 Budget has one program change:
 - The program change moves one Librarian (NE-08) and two Library Clerks (NE-01) to the Sheriff – Adult Detention General Fund budget for a savings of \$108,438. These positions were originally funded in the Sheriff – Adult Detention General Fund budget and are located at the jail library. Due to declining revenue, the fund can no longer sustain these positions and has received significant interfund transfers from the General Fund.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Copy Machine Operator	1	1	1
Law Library Administrator/Librarian	1	1	1
Law Library Clerk	2	2	2
Librarian	0	1	0
Library Clerk	0	2	0
Library/Account Clerk	1	1	1
Office Assistant III	1	1	1
Receptionist	1	1	1
<i>Total – Law Library</i>	<i>7</i>	<i>10</i>	<i>7</i>

**Bexar County, Texas
Drug Court Fund Summary
Fiscal Year Ending September 30, 2012**

FY 2009-10	FY 2010-11	FY 2011-12
Actuals	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$72,105	\$108,178	\$115,767
Total Beginning Balance	\$72,105	\$108,178	\$116,148

Revenue

Court Costs and Fines	\$62,275	\$74,144	\$63,700
Revenue From Use of Assets	163	108	50
Subtotal	\$62,438	\$74,252	\$63,750

Total Revenues	\$62,438	\$74,252	\$63,750
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TOTAL AVAILABLE FUNDS	\$134,543	\$182,430	\$179,898
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APPROPRIATIONS

Judicial	\$26,365	\$66,663	\$60,463
Subtotal	\$26,365	\$66,663	\$60,463

Interfund Transfers

TOTAL OPERATING APPROPRIATIONS	\$26,365	\$66,663	\$60,463
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Appropriated Fund Balance	\$108,178	\$115,767	\$119,435
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TOTAL APPROPRIATIONS	\$134,543	\$182,430	\$179,898
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DRUG COURT FUND

COMPANY: 211

Program Description: The main purpose of the Drug Court Fund is to provide resources to be used exclusively for the development and maintenance of drug court programs operated within the County. The purpose of the Bexar County Felony Drug Court (BCFDC) program is to direct eligible, non-violent substance abusers into a complete program of drug treatment and rehabilitation services. The goal of the program is to break the cycle of drugs and crime by substituting jail or prison with an effective treatment alternative. The Drug Court changes the way non-violent drug addicted defendants are handled by treating the participants for the addiction, which is usually the reason for their involvement within the criminal justice system. It is built upon a unique partnership between the criminal justice system and the drug treatment community. However, it also includes the personal involvement of the drug court judge. This fee is governed by the Texas Code of Criminal Procedure, Chapter 102, Subchapter A, Article 102.0178. This fee is a direct response to the 80th Legislative Session and was put into effect June 15, 2007.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Costs	\$26,365	\$61,145	\$60,317	\$60,463
Operational	0	6,203	6,203	0
Supplies	0	143	143	0
Total	\$26,365	\$67,491	\$66,663	\$60,463

Program Justification and Analysis:

- The FY 2011-12 Budget decreased 9.3 percent due to the operations group discussed below.
- The Personnel group remained flat when compared to FY 2010-11 estimates. Funding is provided for all authorized positions at the same level as in the previous year.
- No funding was provided in the Operations group FY 2011-12 Budget. This is due to one-time funding provided for various operational costs for the Restoration Center where court is held.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Analyst – Drug Court*	1	1	1
Total – Drug Court Fund	1	1	1

* This position is funded 41 percent in the General Fund and 59 percent in the Drug Court Fund.

Bexar County, Texas
Fire Code Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$1,171,417	\$922,268	\$1,009,996
Total Beginning Balance	\$1,171,417	\$922,268	\$1,009,996

Revenue

Other Fees	\$957,489	\$901,329	\$866,000
Revenue From Use of Assets	1,942	953	500
Total Revenues	\$959,431	\$902,282	\$866,500

TOTAL AVAILABLE FUNDS

\$2,130,848	\$1,824,550	\$1,876,496
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APPROPRIATIONS

Public Safety	\$650,428	\$670,836	\$736,393
Capital Expenditures	558,152	143,718	350,506
Subtotal	\$1,208,580	\$814,554	\$1,086,899

TOTAL OPERATING APPROPRIATIONS

\$1,208,580	\$814,554	\$1,086,899
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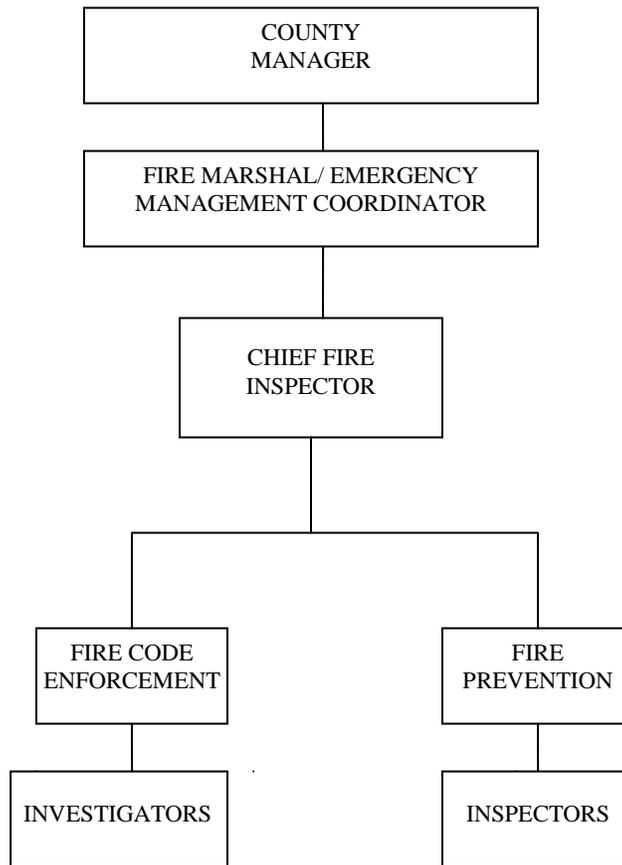
Appropriated Fund Balance

\$922,268	\$1,009,996	\$789,597
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TOTAL APPROPRIATIONS

\$2,130,848	\$1,863,987	\$1,876,496
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FIRE CODE FUND



FIRE CODE FUND

COMPANY: 212

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 mandates 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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Work Load Indicators:

Number of building permits processed	238	398	425
Number of fire protection system permits processed	201	225	275
Number of code consultations conducted	10	6	10

Efficiency Indicators:

Average number of days to process building permits	14	7	10
Number of code complaints investigated	88	88	50
Number of final constructions inspection conducted	241	398	250

Effectiveness Indicators:

Building permits issued within 14 calendar days	100%	95%	95%
System permits issued within 14 calendar days	100%	95%	95%
Number of work authorizations issued within 14 days	100%	100%	100%

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$445,171	\$486,065	\$474,420	\$502,642
Travel and Remunerations	18,952	29,413	19,000	27,750
Operational Costs	90,001	146,500	127,339	131,500
Supplies and Materials	96,304	43,077	50,077	74,501
Capital Expenditures	558,152	148,500	143,718	350,506
Total	\$1,208,580	\$853,555	\$814,554	\$1,086,899

Program Justification and Analysis:

- Overall, the FY 2011-12 Adopted Budget increases 33.5 percent from FY 2010-11 estimates primarily due to a large purchase in one-time capital expenditures explained below.
- The Personnel Services group increases 5.9 percent when compared to FY 2010-11 estimates. The FY 2011-12 Adopted Budget provides full funding for all authorized positions and includes increases in retirement and unemployment expenditures.
- The Travel and Remunerations group is funded at approximately the same level as the FY 2010-11 Adopted Budget. Funding is provided for only mandatory training for personnel.
- The Operational Costs group increases 3.3 percent from FY 2010-11 estimates. The FY 2011-12 Adopted Budget includes sufficient funding for all operational costs including a slight increase in preventative maintenance.
- The Supplies and Materials group increases significantly compared to FY 2010-11 estimates. The FY 2011-12 Adopted Budget includes funding for one-time photography equipment purchases for Fire Code personnel.
- The Capital group increases significantly due to one-time funding for a vehicle replacement program requested by the department. The vehicle replacement plan will allow for the purchase of pickup trucks for Deputy Fire Marshal positions. The current vehicles of the Fire Marshal staff will be distributed to other areas in Facilities Management that require vehicle replacement. This appropriation also includes one-time building improvements for the facility the Fire Marshal’s Office occupied one year ago.
- The FY 2011-12 Adopted Budget includes one program change which is the unfreezing of one Public Safety Dispatcher (NE-5). The Fire Marshal agreed to eliminate one Office Assistant I (NE-2) funded within the General Fund as a part of the target reduction plan to unfreeze the Dispatcher position. The total savings to the General Fund from the Office Assistant position elimination is \$35,812. The Public Safety Dispatcher position can be found in the General Fund Fire Marshal’s Office authorized position list. The total cost of the position in the Fire Code Fund is \$10,350.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Chief Fire Inspector	0	1	1
Deputy Fire Marshal	0	2	2
Fire Code Enforcement & Inspection Program Mgr.	1	0	0
Fire Inspector	2	0	0
Office Assistant I	1	0	0
Office Assistant II	0	1	1
<i>Total – Fire Code Fund</i>	4	4	4

Bexar County, Texas
Juvenile Case Manager Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$43,053	\$116,384	\$178,664
Total Beginning Balance	\$43,053	\$116,384	\$178,664

Revenue

Court Costs and Fines	\$351,275	\$341,096	\$335,900
Interest Revenue	143	115	100
Total Revenues	\$351,418	\$341,211	\$336,000

TOTAL AVAILABLE FUNDS

\$394,471	\$457,595	\$514,664
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APPROPRIATIONS

Personnel	\$278,087	\$278,391	\$275,694
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TOTAL OPERATING APPROPRIATIONS

\$278,087	\$278,391	\$275,694
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Appropriated Fund Balance

\$116,384	\$178,664	\$238,970
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TOTAL APPROPRIATIONS

\$394,471	\$457,595	\$514,664
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JUVENILE CASE MANAGER FUND

COMPANY: 213

The Juvenile Case Manager Fund was created as a result of legislation passed by the 79th 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel	\$278,087	\$278,931	\$275,694
Total	\$278,087	\$278,931	\$275,694

Program Justification and Analysis:

- The FY 2011-12 Adopted Budget decreases by 1 percent compared to FY 2010-11 estimates.
- The Personnel Services group slightly decreases compared to FY 2010-11 estimates, which includes full funding for all authorized positions and includes a slight decrease in the group health insurance line item. Each Justice of the Peace Office is authorized one Juvenile Case Manager, with exception of Precinct 2 which is authorized two Juvenile Case Managers.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Juvenile Case Manager	6	6	6
Total – Juvenile Case Manager Fund	6	6	6

**Bexar County, Texas
Dispute Resolution Fund
Fiscal Year Ending September 30, 2012**

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance

Undesignated Funds	\$4,458	\$10,151	\$5,584
Total Beginning Balance	\$4,458	\$10,151	\$5,584

Revenue

Court Costs and Fines	\$542,258	\$530,813	\$533,700
Interest Revenue	28	37	20
Sales, Refunds and Miscellaneous	9,000	0	27,450
Interfund Transfers	21,602	38,481	14,088
Total Revenues	\$572,888	\$569,331	\$575,258

TOTAL AVAILABLE FUNDS	\$577,346	\$579,482	\$580,842
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APPROPRIATIONS

Judicial	\$567,195	\$573,898	\$580,842
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TOTAL OPERATING APPROPRIATIONS	\$567,195	\$573,898	\$580,842
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Appropriated Fund Balance	\$10,151	\$5,584	(\$0)
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TOTAL APPROPRIATIONS	\$577,346	\$579,482	\$580,842
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DISPUTE RESOLUTION FUND

COMPANY: 214

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-Based Mediation, Court-Ordered Litigation Mediation, Family Mediation, Children's Court Mediation, Mediation in the Justice of the Peace Courts, Multiparty Public Policy Dispute Resolution, San Antonio Housing Authority Hearings, and Neighborhood Mediation at San Antonio Police Department's substations. The Center offers an information and referral service, which assists citizens with problems or disputes that can best be addressed by other community, governmental, or social service agencies. The Center also conducts community education activities through the Center's 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 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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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Workload Indicators:

Dispute Resolution Services

Number of Clients Served	7,288	7,300	7,250
Cases set for Mediation	2,212	2,250	2,225
People Reached through Community Outreach	331,060	320,000	320,000

Efficiency Indicators:

Dispute Resolution Services

Average Number of Days to process a Case	22	23	23
Average Number of Active cases per Month	438	445	440
Average Number of Participants per community awareness/education activities	220	210	210

Peer Mediation Services

Student Mediations Conducted	1,510	1,550	1,525
Number of Disputants Participating in Mediation	3,170	3,200	3,180
Peer Mediation Agreement Rate	99%	98%	98%

Effectiveness Indicators:

Dispute Resolution Services

Cases Diverted from Court	72%	72%	72%
Hours of Work Accomplished by Volunteers	5,229	5,200	5,200

Peer Mediation Services

Percentage of Those Reporting Stating That:			
Mediation Prevented Inappropriate Action	100%	99%	99%
They would use Mediation Again	100%	98%	98%
Percentage of Reporting Schools Stating That:			
They would recommend program to other schools	100%	100%	100%

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$524,357	\$527,792	\$530,873	\$535,338
Travel and Remunerations	20,646	20,896	18,491	20,896
Operational Costs	16,627	19,793	18,534	19,108
Supplies and Materials	5,565	6,000	6,000	5,500
Total	\$567,195	\$574,481	\$573,898	\$580,842

Program Justification and Analysis:

- The FY 2011-12 Adopted Budget for the Dispute Resolution Fund increases by 1.2 percent when compared to the FY 2010-11 estimates due to the personnel services, travel and remunerations, and operational costs appropriation groups.
- The Personnel Services group increases by less than 1 percent when compared to the FY 2010-11 estimates. The increase is primarily due to increases in the retirement line item.
- The Travel and Remunerations group increases by 13 percent compared to FY 2010-11 estimates. This reflects increased funding for volunteer stipends payments as requested by the Center to assist the 150 volunteers with travel and parking expenses.
- The Operational Costs group increases by 3 percent compared to the FY 2010-11 estimates due to increases in the telephone usage line item.
- The Supplies and Materials group decreases by 8.3 percent compared to the FY 2010-11 estimates corresponding to a reduced level of office supplies needed.
- The Dispute Resolution Fund Adopted Budget includes \$27,450 in revenue donations from the local Mediator’s Association.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 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 II	2	2	2
Office Assistant IV	1	1	1
Peer Mediation Coordinator	1	1	1
Total - Dispute Resolution Fund	10	10	10

Bexar County, Texas
Domestic Relations Fund 016
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$264,424	\$205,772	\$216,226
Total Beginning Balance	264,424	205,772	216,226

Revenue

Court Costs and Fines	\$400,756	\$389,395	\$385,000
Revenue From Use of Assets	468	175	\$0
Total Revenues	\$401,224	\$389,570	\$385,000

TOTAL AVAILABLE FUNDS

\$665,648	\$595,342	\$601,226
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APPROPRIATIONS

Health and Public Welfare	\$453,145	\$379,116	\$446,556
Subtotal	\$453,145	\$379,116	\$446,556
Interfund Transfers	\$6,731	\$0	\$6,980

TOTAL OPERATING APPROPRIATIONS

\$459,876	\$379,116	\$453,536
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Appropriated Fund Balance

\$205,772	\$216,226	\$147,690
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TOTAL APPROPRIATIONS

\$665,648	\$595,342	\$601,226
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DOMESTIC RELATIONS OFFICE FUND

COMPANY: 215

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 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 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 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$271,470	\$221,727	\$209,737	\$223,688
Travel and Remunerations	3,183	5,900	5,900	5,900
Operational Costs	178,446	212,868	161,143	211,968
Supplies and Materials	46	5,000	2,336	5,000
Interfund Transfer	6,731	0	0	6,980
Total	\$459,876	\$445,495	\$379,116	\$453,536

Program Justification and Analysis:

- The FY 2011-12 Budget increases 19.6 percent compared to the FY 2010-11 estimates. This increase is due to increases in the operational cost group for professional fees as described below.
- The Personnel Services group increases 6.7 percent compared to FY 2010-11 estimates. This increase is due to full funding of all authorized positions and increased employer’s contribution rate for unemployment and retirement. The lower estimate is due to the Education Manager position being vacant toward the end of FY 2010-2011.
- The Travel and Remunerations group represents the same level of funding as FY 2010-11 estimates.
- The Operational Costs group increases 31.5 percent compared FY 2010-11 estimates. This increase is due to a demand for additional professional services anticipated in FY 2011-12.
- The Supplies and Materials group increases significantly compared to FY 2010-11 estimates. This increase is due to the supply purchases anticipated in FY 2011-12 that were deferred during FY 2010-11, such as copier toner and printer ink cartridges.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Coordinator	1	0	0
Domestic Relations Office Administrator	1	1	1
Education Manager	0	1	1
Office Assistant III	1	1	1
Program Specialist	1	1	1
Staff Attorney	1	1	1
Total – Domestic Relations Office Fund	5	5	5

Bexar County, Texas
Justice of the Peace Technology Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$777,488	\$442,404	\$185,993
Total Beginning Balance	\$777,488	\$442,404	\$185,993

Revenue

Court Costs and Fines	\$289,822	\$277,620	\$266,000
Revenue From Use of Assets	1,379	410	200
Sales, Refunds and Miscellaneous	0	750	0
Total Revenues	\$291,201	\$278,780	\$266,200

TOTAL AVAILABLE FUNDS	\$1,068,689	\$ 721,184	\$452,193
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APPROPRIATIONS

Judicial	\$626,285	\$535,191	\$315,317
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TOTAL OPERATING APPROPRIATIONS	\$626,285	\$535,191	\$315,317
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Appropriated Fund Balance	\$442,404	\$185,993	\$136,876
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TOTAL APPROPRIATIONS	\$1,068,689	\$724,184	\$452,193
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JUSTICE OF THE PEACE – TECHNOLOGY FUND

COMPANY: 300

The Justice of the Peace Technology Fund was created as a result of legislation passed by the 77th 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 be used to provide funds for 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. In accordance with article 102.0173 of the Texas Code of Criminal Procedure, the statute lists technological enhancements that may be purchased from the fund, however the enhancements are not limited to the items on the list. It is up to the County Commissioners Court to determine and approve what items may be purchased from the fund.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel	\$133,392	\$111,109	\$135,317
Travel and Remunerations	750	0	0
Operational Costs	35,000	98,640	180,000
Supplies and Materials	174,508	125,817	0
Capital Expenditures	282,635	199,625	0
Total	\$626,285	\$535,191	\$315,317

Program Justification and Analysis:

- The FY 2011-12 Adopted Budget decreases by 41 percent compared to FY 2010-11 estimates.
- The Personnel Group increases by 21 percent compared to FY 2010-11 estimates. The increase is due to savings that occurred in FY 2010-11 from a vacant Technology Business Analyst (E-05) position.
- The Operational Costs group funds \$20,000 per Justice of the Peace office for technology improvement equipment purchases for FY 2011-12. Funding in the amount of \$80,000 is also allocated for air card charges that are used by the Brazos ticket writers.
- In accordance with article 102.0173 of the Texas Code of Criminal Procedure, the statute lists technological enhancements that may be purchased from the fund; however, the enhancements are not limited to the items on the list. It is up to the County Commissioners Court to determine and approve what items may be purchased from the fund.

Operational and Supplies Breakout by Precinct:

	Operational
Justice of the Peace Precinct 1, Place 1	\$20,000
Justice of the Peace Precinct 1, Place 3	20,000
Justice of the Peace Precinct 2	20,000
Justice of the Peace Precinct 3	20,000
Justice of the Peace Precinct 4	20,000
TOTAL	\$100,000

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Analyst Programmer II	1	1	1
Technology Business Analyst	1	1	1
<i>Total – Justice of the Peace Technology Fund</i>	<i>2</i>	<i>2</i>	<i>2</i>

**Bexar County, Texas
 Court Facilities Improvement
 Fiscal Year Ending September 30, 2012**

FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
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AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$ 0	\$467,504	\$920,927
Total Beginning Balance	\$ 0	\$467,504	\$920,927

Revenue

Court Costs and Fines	\$467,124	\$500,853	\$480,000
Revenue From Use of Assets	380	570	150
Total Revenues	\$467,504	\$501,423	\$480,150

TOTAL AVAILABLE FUNDS	\$467,504	\$968,927	\$1,401,077
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APPROPRIATIONS

Capital Expenditures	\$0	\$48,000	\$794,000
Subtotal	\$0	\$48,000	\$794,000

TOTAL OPERATING APPROPRIATIONS	\$0	\$48,000	\$794,000
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Appropriated Fund Balance	\$467,504	\$920,927	\$607,077
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TOTAL APPROPRIATIONS	\$467,504	\$968,927	\$1,401,077
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COURT FACILITIES IMPROVEMENT FUND

COMPANY: 306

The Court Facilities Improvement Fund is a Bexar County Operating Fund created as a result of legislation passed by the 81st Session of the Texas Legislature. The legislation allows the assessment of a fee of up to \$15 for each civil case filed in the court. The fees collected may be used for the construction, renovation, or improvement of the facilities that house the Bexar County Civil and Criminal Courts. This fund is budgeted by approval of the Commissioners Court in accordance with Section 51.706 of the Texas Government Code.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Capital Expenditures	\$0	\$48,000	\$794,000
Subtotal	\$0	\$48,000	\$794,000
Program Changes			\$0
Total	\$0	\$48,000	\$794,000

Program Justification and Analysis:

- Funding is provided in the Capital Expenditures group in the amount of \$794,000 for the following projects:
 - Downtown Central Control – The project will include programming of current Court Security operations at Central Control and the design of an improved layout and operations system. The Downtown Central Control is located on the 1st floor of the Justice Center. This project will include architectural and technological enhancements, and the related construction. The total cost of this project is \$250,000.
 - Courthouse A/C Unit Replacement – This project will provide for the replacement of three units on the 5th floor and two units on the 2nd floor. The new units will replace older units that are past their life expectancy. The new energy efficient units will help eliminate energy loss throughout the building by sealing areas that allow for loss of conditioned air. The total cost of this project is \$466,000.
 - Courthouse Communications Room A/C Replacement – The computer room at the Courthouse Annex has a total of five air conditioning units to provide cooling to critical electronic communication equipment. Four out of the five units were replaced in 2006. This project would replace the final unit which is over 20 years old and is experiencing mechanical and electronic component failures. The total cost of this project is \$78,000.

Bexar County, Texas
Public Works - Fleet Maintenance Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$734,320	\$429,405	\$418,850
Total Beginning Balance	\$734,320	\$429,405	\$418,850

Revenue

Sales, Refunds and Miscellaneous	\$350,257	\$692,946	\$690,388
Other Sources and Uses	715	0	0
Total Revenues	\$350,972	\$692,946	\$690,388

TOTAL AVAILABLE FUNDS	\$1,085,292	\$1,122,351	\$1,109,238
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APPROPRIATIONS

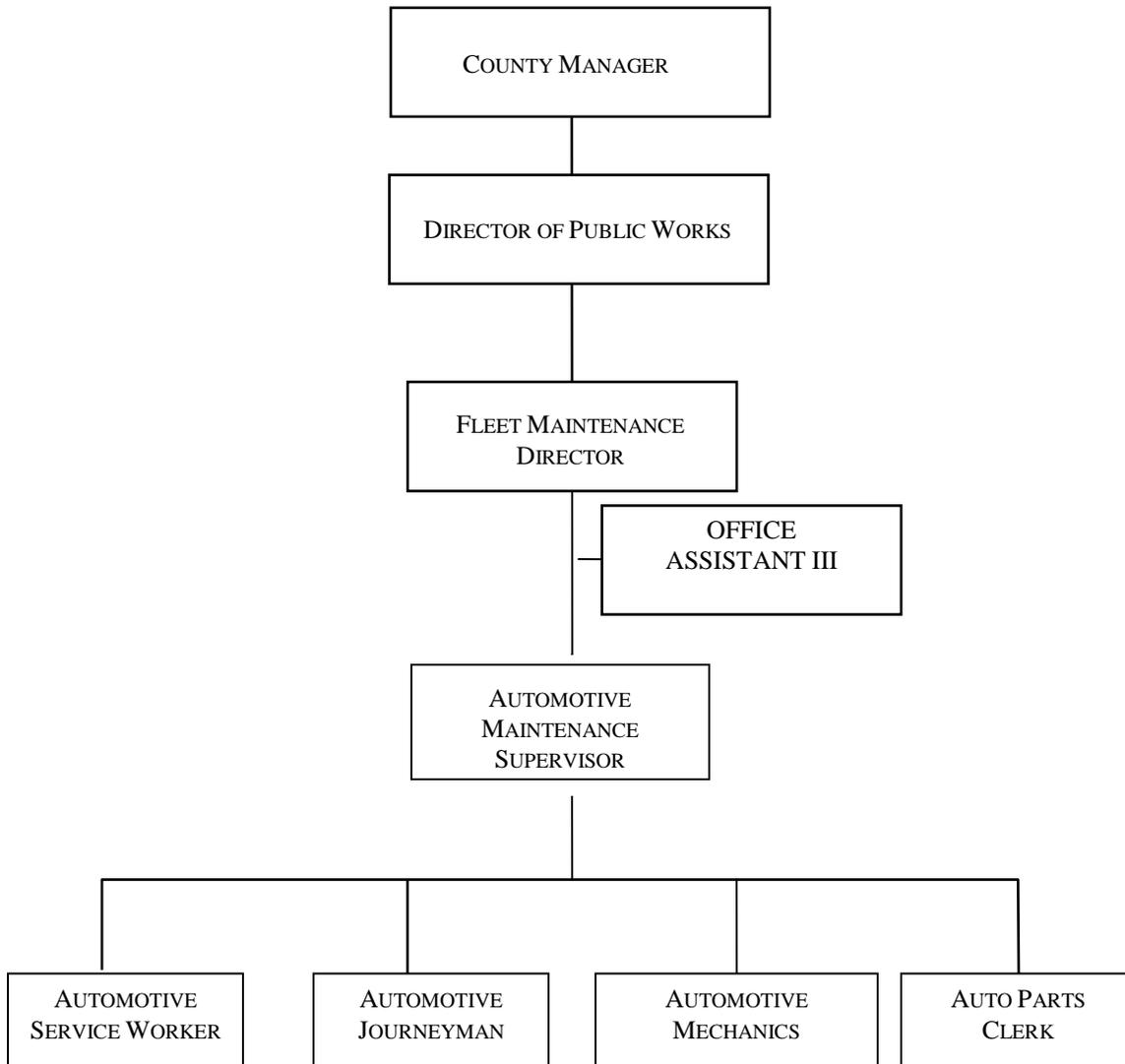
General Government	\$655,887	\$703,501	\$783,757
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TOTAL OPERATING APPROPRIATIONS	\$655,887	\$703,501	\$783,757
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Appropriated Fund Balance	\$429,405	\$418,850	\$325,481
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TOTAL APPROPRIATIONS	\$1,085,292	\$1,122,351	\$1,109,238
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PUBLIC WORKS FLEET MAINTENANCE FUND



PUBLIC WORKS – FLEET MAINTENANCE FUND

COMPANY: 504

Program Description:

The Public Works - Fleet Maintenance Fund was established to provide for the safety and extended life of the County's light vehicles and lawn equipment. The Fleet Maintenance division is tasked with providing County vehicles with a periodic preventive maintenance program, evaluating and recommending vehicles for replacement based on maintenance and operational cost analyses, developing specifications for contract repairs, and serves as technical advisor to other offices and departments in developing special equipment and vehicle bid specifications. The fleet maintenance director is the Chair of the Bexar County Vehicle Replacement Committee.

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.

Performance Indicators:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Workload Indicators:			
Total Patrol Vehicles in Fleet	124	110	125
(# of maintenance services performed)	809	880	840
Total Traffic Vehicles in Fleet	95	90	90
(# of maintenance services performed)	301	300	310
Total Light Vehicles in Fleet	796	800	800
(# of maintenance services performed)	1,578	1,700	1,600
Total Flex-Fuel (E-85) vehicles	278	300	300
Total Hybrid units	13	13	16
Efficiency Indicators:			
Maintenance Cost per Mile (All Fleet)	0.13	0.16	0.16
Ratio of Vehicles per Mechanic	114	114	110
Effectiveness Indicators:			
Number of Unscheduled Repairs*			
Patrol	874	800	800
Traffic	372	350	400
Light Vehicles	1,404	1,500	1,500

*Unscheduled repairs include flat tires, wiper blades, light bulb replacement, etc.

Appropriations:

	FY 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$621,008	\$665,599	\$627,536	\$668,027
Operational Costs	20,511	63,793	55,813	44,710
Supplies and Materials	14,368	20,046	20,152	71,020
<i>Total - Fleet Maintenance Fund</i>	<i>\$655,887</i>	<i>\$749,438</i>	<i>\$703,501</i>	<i>\$783,757</i>

Program Justification and Analysis:

- Overall, the FY 2011-12 Adopted Budget increases 11 percent from FY 2010-11 estimates.
- The Personnel Services group increases 6.5 percent compared to FY 2010-11 estimates. The FY 2011-12 Adopted Budget continues to fund two Deputy Sheriff-Detention positions from the Bexar County Sheriff’s Office. Funding for the two Sheriff Deputies was originally budgeted in FY 2009-10 as two Deputy Detention (DT01) positions, however one position was transferred in as a Deputy Detention Corporal (DT02) which required additional funds.
- The Operational Costs group decreases 20 percent when compared to FY 2010-11 estimates. The decrease reflects technology appropriated in FY 2010-11 that is not funded in FY 2011-12.
- The Supplies and Materials group increases significantly from FY 2010-11 estimates. A new Fleet Maintenance Management System is funded for the FY 2011-12. This new software will allow for the management of work orders or services provided by Fleet Maintenance and manage an inventory of parts.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Automotive Journeyman	2	2	2
Automotive Maintenance Supervisor	1	1	1
Automotive Mechanic	5	5	5
Automotive Parts Clerk	1	1	1
Automotive Service Worker	1	1	1
Fleet Maintenance Director	1	1	1
Deputy Sheriff-Detention	1	1	1
Deputy Sheriff-Detention Corporal	1	1	1
Office Assistant III	1	1	1
<i>Total - Fleet Maintenance Fund</i>	<i>14</i>	<i>14</i>	<i>14</i>

Bexar County, Texas
Technology Improvement Company 565
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$511,074	\$527,803	\$231,526
Designated for Encumbrances	12,708	0	0
Total Beginning Balance	\$523,782	\$527,803	\$231,526

Revenue

Sales, Refunds and Miscellaneous	\$504,846	\$576,770	\$383,112
Total Revenues	\$504,846	\$576,770	\$383,112

TOTAL AVAILABLE FUNDS

\$1,028,628	\$1,104,573	\$614,638
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APPROPRIATIONS

General Government	\$500,825	\$873,047	\$524,502
Subtotal	\$500,825	\$873,047	\$524,502

TOTAL OPERATING APPROPRIATIONS

\$500,825	\$873,047	\$524,502
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Appropriated Fund Balance

\$527,803	\$231,526	\$90,135
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TOTAL APPROPRIATIONS

\$1,028,628	\$1,104,573	\$614,638
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TECHNOLOGY IMPROVEMENT FUND

COMPANY: 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 of individual offices and departments. This budgeting approach made it difficult to track and control the County’s investments in technology.

The 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 2009-10 Actual	FY 2010-11 Budget	FY 2010-11 Estimate	FY 2011-12 Budget
Personnel Services	\$126,493	\$139,716	\$136,524	\$141,390
Operational Costs	9,600	225,000	221,991	0
Supplies and Materials	296,357	514,532	514,532	383,112
Capital Expenditures	41,830	0	0	0
Interfund Transfer	26,546	0	0	0
Total	\$500,825	\$879,248	\$873,047	\$524,502

Program Justification and Analysis:

- The FY 2011-12 Budget decreases by 39.9 percent when compared to FY 2010-11 estimates. This is primarily due to a elimination of the operational appropriation group as described below.

- The Personnel Services group increases by 3.6 percent compared to FY 2010-11. This increase is the result of an anticipated increase in the employer contribution to unemployment and retirement.
- The Operational group included funding for the Maintenance Agreements for the County's new Financial Management System in FY 2010-11. This maintenance will now be paid in the General Fund in Non-Departmental.
- The Supplies and Materials Group provides funding for various offices and departments to fund technology needs. The table below in the Appropriations Section 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 budgets to the Technology Improvement Fund.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Network Architect I	1	1	1
Network Architect II	1	1	1
<i>Total – Tech Fund</i>	2	2	2

Appropriations:

Constable 1	\$5,000
Adult Probation	77,601
Auditor	10,000
Budget	10,000
Civil District Courts	7,500
Commissioners Court	1,566
Community Programs	1,904
Constable 2	5,000
Constable 3	50,000
Constable 4	10,000
County Clerk	12,000
County Clerk Records	2,000
Crime Lab	5,650
Criminal District Courts	1,893
Finance	5,305
Fire Code Fund	32,500
Human Resources	4,591
JP tech fund	100,000
Juvenile Child Support	4,943
Juvenile Detention	1,338
Juvenile Probation	5,086
Mental Health	2,520
Purchasing	2,000
SMWBE	900
Stormwater Fund	2,000
Tax Office	19,815
Venue	1,500
Veterans	500
Total	\$383,112

Bexar County, Texas
Capital Lease Project Fund
Fiscal Year Ending September 30, 2012

		Project Budget	Activity To Date	FY 2011-12 Available
<u>FY 2005-06 Projects</u>				
2512	Database Integration	\$157,000	\$92,268	\$64,732
2525	SAP System	500,000	301,031	198,969
	Subtotal	\$657,000	\$393,299	\$263,701
<u>FY 2007-08 Projects</u>				
2564	Building Maintenance Truck (1)	\$30,000	\$24,100	\$5,900
	Subtotal	\$30,000	\$24,100	\$5,900
<u>FY 2010-11 Projects</u>				
5522	Jail Track SAS System	\$266,227	\$156,227	\$110,000
TBD	CSS Collections System	33,000	0	33,000
<u>Innovation Fund Projects</u>				
2586	Cisco Network Implementation Services	\$165,000	\$0	\$165,000
2587	IVR Programming Assistance	100,000	0	100,000
2588	Pretrial Services Interactive Voice Recognition	75,000	0	75,000
2589	Staff Augmentation for BCIT	200,000	194,120	5,880
2590	Computer Aided Dispatch System	510,000	0	510,000
2591	KOVIS Licenses	261,868	17,316	244,552
2592	CSCD Case Management System	90,000	72,972	17,028
2593	ESS Software Licenses for Election	88,038	0	88,038
2594	Medical Examiner Digital Dictation System	25,800	23,971	1,829
2569	Purchasing Inventory Outsourcing	50,000	0	50,000
2596	Software Maintenance for Middleware	242,959	242,959	0
2597	Software Maintenance for 999S Packaged Sol	236,980	236,980	0
2598	AMS Financial Management Maintenance	135,027	67,513	67,514
2599	License Agreement with Software AG	525,000	525,000	0
2600	Crime Lab Information Management System	110,457	110,457	0
	10-11 Innovations Fund Subtotal	\$3,115,356	\$1,647,515	\$1,467,841
	Capital Lease Fund Subtotal	\$3,802,356	\$2,064,914	\$1,737,442
	Transfers Out	\$735,891	\$735,891	\$0
	Legal Services	7,500	7,500	0
	Total	\$4,545,747	\$2,808,305	\$1,737,442

CAPITAL LEASE PROJECTS FUND

Program Description: The projects in this fund were funded through Master Lease Agreements up until 2008-09. This funding mechanism allowed the County to match the term of the liability to the life of the asset being financed at competitive rates. In FY 2008-09, the County began to fund equipment formerly funded through the Capital Lease Program with short-term Certificates of Obligation. The FY 2011-12 Adopted Budget continues this practice.

The following projects have been closed and removed from the Capital Lease Fund:

FY 2005-06 Projects

Geographical Information System
Call Tracking System
Courthouse Ethernet Migration
PC Replacement 05-06
Direct E-Filing

FY 2007-08 Projects

Annex Network Upgrade
Interactive Voice Response System
Medical Examiner Computer Upgrade
Countywide Vehicle Replacement (94 units)
Parks Equipment Replacement
Juvenile Phone Network Integration
Tray Washer for ADC
Tray Dryer for ADC and Annex
Cooking Equipment for ADC
Kitchen Conveyor ADC & Annex
Laundry Washers ADC & Annex
Door Control for ADC
Security Access System CH
AC Units for ADC Annex
IVR Speech Engine Project

FY 2008-09 Projects

IVR Speech Engine Project

Program Justification and Analysis:

FY 2005-2006

- **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. The estimated completion date of this project is unknown. Total cost is approximately **\$157,000**. (On-going)

- **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 begun implementation of the system to provide full functionality to all offices and departments. The estimated completion date is unknown. Total cost is approximately **\$500,000**. (On-going)

FY 2007-08 Projects

- **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 estimated completion date is September 2009. The cost of the purchase is approximately **\$30,000**. (On-going)

FY 2010-11 Projects

- **Jail Track SAS System:** This project, created in FY 2010-11, provides for the purchase of programming assistance with the Jail Track SAS Computer System. An additional \$110,000 is appropriated in the FY 2011-12 Adopted Budget for additional services. The total cost of the project is **\$266,227**. (On-going)
- **CSS Collections System:** This project provides for the purchase of the CSS software system for the Collections Department. A total of \$33,000 is budgeted for this project.
- **Efficiencies and Innovations Project:** This project will provide Offices and Departments funding for capital or technology purchases that will enhance daily business operations and create efficiencies to include the automation of business processes. The FY 2010-11 budget added the following projects funded within the Efficiencies and Innovations Project:

Cisco Network Implementation Services	\$165,000
Interactive Voice Recognition Programming Assistance	\$100,000
Pretrial Services Interactive Voice Recognition	\$75,000
Staff Augmentation for BCIT	\$200,000
Computer Aided Dispatch System	\$510,000
KOVIS Licenses	\$261,868
CSCD Case Management System	\$90,000
ESS Software Licenses for Election	\$88,038
Medical Examiner Digital Dictation System	\$25,800
Purchasing Inventory Outsourcing	\$50,000
Annual Software Maintenance for Middleware	\$242,959
Annual Software Maintenance for 999S Packaged Sol	\$236,980
AMS Financial Management Software Maintenance	\$135,027
Annual Software Maintenance for License Agreement with Software AG	\$525,000
Crime Lab Information Management System	\$110,457
Total	\$2,816,129

Bexar County, Texas
CIED Fund
Fiscal Year Ending September 30, 2012

FY 2009-10	FY 2010-11	FY 2011-12
Actual	Estimate	Budget

AVAILABLE FUNDS

Beginning Balance, October 1, 2011

Undesignated Funds	\$0	\$0	\$486,500
Total Beginning Balance	\$0	\$0	\$486,500

Revenue

Intergovernmental Revenue	\$0	\$2,000,000	\$6,000,000
Total Revenues	\$0	\$2,000,000	\$6,000,000

TOTAL AVAILABLE FUNDS	\$0	\$2,000,000	\$6,486,500
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APPROPRIATIONS

General Government	\$0	\$0	\$105,284
Intergovernmental Expenditures	0	1,513,500	6,165,000
Subtotal	\$0	\$1,513,500	\$6,270,284
Interfund Transfers			

TOTAL OPERATING APPROPRIATIONS	\$0	\$1,513,500	\$6,270,284
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Appropriated Fund Balance	\$0	\$486,500	\$216,216
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TOTAL APPROPRIATIONS	\$0	\$2,000,000	\$6,486,500
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COMMUNITY INFRASTRUCTURE AND ECONOMIC DEVELOPMENT (CIED) FUND

COMPANY: 800

Program Description:

Pursuant to the Texas Constitution Article III, § 52-a and Chapter 380 of the Texas Local Government Code, a City is authorized to establish and provide for the administration of one or more programs for making grants of public money to promote state or local economic development and to stimulate business and commercial activity in and around the municipality. Using this Code, the City of San Antonio (COSA) created a program for the purpose of making loans and grants available for economic development projects meeting certain criteria.

The City owned electricity service, CPS Energy (“CPSE”) developed a fund to support these efforts. As part of its current corporate policy to assist political subdivisions within its service area, CPSE reserves on an annual basis one-percent (1%) of retail electricity sales within the political subdivision in escrow for use by the political subdivision for Community Infrastructure and Economic Development projects (“CIED Funds”).

Bexar County has demonstrated the need to use the available and uncommitted County CIED funds reserved by CPSE for use to support County-identified economic development projects that meet the requirements of Chapter 380 of the Texas Local Government Code but that may fall outside the scope of CPSE’s CIED Fund Policy. Because of this, COSA has agreed to access County available and uncommitted CIED funds through a 381 grant agreement with the understanding that County would use these funds for economic development projects. Parameters to be met to be considered for use of these funds are:

- The economic development project supports the attraction, retention or expansion of companies in targeted industries, as defined in the approved City or County Tax Abatement Guidelines.
- The economic development project supports development at or around military bases, educational institutions or other nongovernmental institutions which results in job creation or retention in targeted industries.
- The economic development project promotes commercial or mixed-use development in the City’s Inner City Reinvestment and Infill Policy area.
- The economic development project includes public improvements, training, property acquisition, site development, and facility construction or improvements that support a targeted industry.
- The economic development project may include studies or planning activities that promote growth in targeted industries or economic development.

Below is a list of projects that will be funded from this revenue:

Projects

	Total Project Budget	Expenditures	Available
Recruitment	\$100,000	\$0	\$100,000
EDF Contribution	625,000	0	625,000
InCube Contribution	500,000	0	500,000
Medtronics	400,000	0	400,000
Management Agreements	540,000	0	540,000
Grant for Nature Conservatory	\$4,000,000	0	\$4,000,000
Total Projects	\$6,165,000	\$0	\$6,165,000

Corporate Recruitment:

This project allows for funding to pursue companies to relocate or expand into Bexar County, which is an essential function of Economic Development. This includes travel for staff.

Economic Development Foundation (EDF) Contribution:

The City of San Antonio began looking at opportunities to improve corporate retention and recruitment in the summer 2008. As a result, several issues were identified which included an assessment of the strengths and weaknesses of the community’s overall retention and recruitment processes. The corporate retention and recruitment subcommittee has worked over the past year to acquire information and interview stakeholders in the economic development community. The committee also evaluated national economic industry trends and best practices from other cities. The recommendations will help the local economic development community refocus economic development efforts for attracting and retaining new businesses.

The subcommittee’s recommendations have three main components: 1) create a long-range vision and strategic plan, 2) establish a process and structure for economic development in San Antonio, and 3) improve resource utilization. Part of their recommendations include establishing funding for the San Antonio Economic Development Foundation from the City of San Antonio and the County of Bexar in an amount of \$500,000.00 from each entity.

InCube Contribution:

Funding that has been made available from CIED for use on County-identified economic development projects, includes the InCube Labs LLC. (“InCube”) project. As a term of the Interlocal Agreement, the County has agreed that with funds received it shall meet its \$2,000,000.00 funding commitment to the San Antonio Economic Development Corporation (the “SAEDC”) for the InCube Project. These will be in installments of \$500,000 for the next four years.

MiniMed Distribution Corporation:

On May 19, 2009 Commissioners Court directed staff to develop an incentive package not to exceed \$2 million for MiniMed Distribution Corporation to develop a National Diabetes Therapy Management and Education Center. Payments will be made each year from 2010-2014 in the amount of \$400,000 if stated permanent full-time, benefitted employment levels are attained. Employment levels must be maintained through 2019. The project will create over 1,300 jobs with an average yearly wage of \$31,321 and generate an annual payroll exceeding \$45 million at full employment over five years. The Diabetes Therapy Management Center will employ professionals responsible for the ongoing support of over 200,000 current patients in the United States. This Bexar County location will also launch future business

strategies focused on improving the lives of patients. A six year, sliding scale recapture period will begin in 2020.

Management Agreements:

This Project consists of other agreements that fall under this Fund such as WEBERCC (West-East Bilateral Economic Regional Collaboration Council), a contract with Omega International Group for activities related to China, and other Management Agreements that will be considered for CIED funding.

Nature Conservatory:

This project will allocate \$4,000,000 for the purchase of a tract of land that will enable the U.S. Army to fulfill their training needs for Camp Bullis and also protect the wildlife on this land.

Estimates for FY 2010-11 are:

Projects:	FY 2010-11 Estimates
Recruitment	\$150,000
EDF Contribution	463,500
InCube Contribution	500,000
Medtronics	400,000
Total	\$1,513,500

There are two program changes adopted for FY 2011-12 for a total cost of \$105,284.

- The first program change is to add one Deputy Director-Economic Development (E-14) to be funded fifty percent from this fund at a total cost of \$52,885.
- The second program change is to transfer twenty-five percent of the Executive Director Economic Development from the General Fund to the CIED fund at a total cost of \$52,399.

Authorized Positions:

	FY 2009-10 Actual	FY 2010-11 Estimate	FY 2011-12 Budget
Executive Director of Economic Development	0	0	0.25
Deputy Director-Economic Development	0	0	0.5
Total CIED --	0	0	.75



Paul Elizondo Tower

Bexar County celebrated the grand opening of the Paul Elizondo Tower in March 2011. Several offices and departments moved into the new 200,000 sq.ft. LEED Silver building named after the longest standing member of the court, the Honorable Paul Elizondo. The building houses solar panels to support clean operation and lower energy costs.