

CHANGE ORDER
AS PRESENTED ON SEPTEMBER 11, 2018

FY 2018-19 Change Order

Approval of the FY 2018-19 Proposed Budget

Commissioners Court approved the FY 2018-19 Proposed Budget as filed with the County Clerk and the amendments recommended by the Budget Department included in the September 11, 2018 Memorandum “Recommended Changes to the FY 2018-19 Proposed Budget” (Attachment 1), as well as approving Attachments 2 through 12 for inclusion in the FY 2018-19 Adopted Budget.

Authorized Positions

The positions listed for each Office and Department in the FY 2018-19 Proposed Budget, as revised in Attachments 1 through 16 and Adopted by Commissioners Court, is the authorized positions for FY 2018-19. Deletions of any non-collective bargaining agreement positions that are filled by an incumbent as of September 30, 2018 in the FY 2018-19 Adopted Budget will be eliminated effective October 31, 2018, unless otherwise specified, to allow for a smooth transition of affected employees. New positions are effective October 1, 2018 unless otherwise specified.

The following funds have positions budgeted: General Fund (100), Courthouse Security Fund (203), Parking Facilities Fund (206), Public Works – County Road and Bridge Fund (207), Flood Control Operations Fund (208), Storm Water Mitigation Fund (209), Law Library Fund (210), Drug Court Fund (211), Fire Code Fund (212), Dispute Resolution Fund (214), Domestic Relations Office Fund (215), DA Pre-Trial Diversion Fund (333), Self-Insured – Health and Life Fund (501), Self-Insured – Workers Compensation Fund (502), Fleet Maintenance Fund (504), Records Management Center Fund (505), Community Venues Program Office Fund (507), Facilities and Parks Management - Firing Range Fund (512), Technology Improvement Fund (565), Bexar County Capital Improvement Fund (700), Grants in Aid Fund (800), Community Development Block Grant Fund (803), and Print Shop Fund (TBD).

The FY 2018-19 Adopted Budget, as adopted by Commissioners Court, controls expenditures at the appropriation unit level for these funds. These appropriation units are:

- Personnel Services
- Travel, Training, and Remunerations
- Operational Expenses
- Supplies and Materials
- Capital Expenditures
- Interfund Transfers
- Contingencies

In the Public Works – County Road and Bridge Fund, the road projects are controlled by project.

In the Public Works – Flood Control Capital Projects Fund, the flood projects are controlled by project.

In the County Capital Improvement Fund, the capital projects are controlled by project.

In the ATD/TxDOT Fund, the projects are controlled by project.

In the Venue Fund, the projects are controlled by project.

In the Grants-in-Aid Fund, the grants are controlled by total grant allocation.

In the Community Infrastructure and Economic Development Fund, the projects are controlled by project.

In the Technology Improvement Fund, revenue into the fund is provided by transferring the entire Technology Improvement Fee account each fiscal year from each Office or Department's budget to the Technology Improvement Fund. Funding is allocated within each respective Office or Department.

In the Self-Insured Funds, partial revenue into the fund is provided by the periodic transfer of the entire Group Health, Group Life, and Workers Compensation accounts appropriated each fiscal year from each Office or Department's budget to the respective funds.

In addition, the FY 2018-19 Adopted Budget, as adopted by Commissioners Court, controls expenditures at the Department and Office level as adopted in the narratives with the following exceptions. These budgets are controlled at the division level as listed:

BiblioTech

- Administration
- Pleasanton BiblioTech (Precinct 1)
- Ricardo Romo BiblioTech (Precinct 2)
- Wheatley Courts BiblioTech (Precinct 4)

Bexar County Parks and Heritage

- Administration
- County Parks and Grounds

Civil District Courts

- Administration
- Children's Court
- Family Drug Court

County Courts-at-Law

- Administration
- County Court 1
- County Court 2
- County Court 3
- County Court 4
- County Court 5
- County Court 6
- County Court 7
- County Court 8
- County Court 9
- County Court 10
- County Court 11
- County Court 12
- County Court 13
- County Court 14
- County Court 15

Criminal District Courts

- Administration
- 144th District Court
- 175th District Court
- 186th District Court
- 187th District Court
- 226th District Court
- 227th District Court
- 290th District Court
- 379th District Court
- 399th District Court
- 437th District Court

Facilities Management - Administration

- Administration
- Facilities Improvement Maintenance Projects
- Mailroom

Information Technology

- Administration
- Legacy Systems
- Technical Support Services
- Infrastructure Services
- eServices & Applications Development
- Business Analysis & Intelligence
- Enterprise Business Systems
- Project Management Office
- Technology Contracts

Judge and Commissioners

- Administration
- Precinct 1
- Precinct 2
- Precinct 3
- Precinct 4

Judicial Services

- Administration
- Court Collections
- Pre-Trial
- Re-Entry Service Center

Juvenile District Courts

- Administration
- 289th District Court
- 386th District Court
- 436th District Court

Public Works – Animal Control
Animal Control Services
Bexar Kirby Animal Facility

Sheriff's Office-Adult Detention
Work Release
Classification
Laundry
Intake
Law Library
Administration
Human Services
Comal
Annex
Video Visitation

Sheriff's Office-Law Enforcement
Administration
Professional Standards & Integrity
Emergency Response Team
Communications
Central Records
Property
Narcotics
Criminal Investigations
Mental Health
Courthouse Security
Patrol
Traffic
Dispatch
Sheriff's Academy
Cadets
Warrants
Civil
Judicial Services
Contraband Abatement Team
South Tower

Sheriff's Office-Support Services
Personnel
Technical Services
Business Office
Warehouse
Administration
Archives

Tax Office
Motor Vehicle Registration

Property Tax
Administration
Financial Reporting

These funds, as stated, are appropriated and controlled at the accounting unit level. These appropriation units are developed by summing up individual line items (account allocations). The individual account allocations that were used to develop the budget appropriations are adopted in the FY 2018-19 Adopted Budget and will be provided to the County Auditor for entry into the financial management system, and are included in the adoption of the FY 2018-19 Adopted Budget. The County Auditor will use these account allocations to establish the FY 2018-19 individual budget accounts in the financial management system.

Recommended Changes to the FY 2018-19 Proposed Budget

Attachment 1 is the recommended changes to the FY 2018-19 Proposed Budget, as amended by Attachments 1 through 12.

Administrative Changes to the FY 2018-19 Proposed Budget

Attachment 2 is the list of administrative changes to the FY 2018-19 Proposed Budget.

FY 2018-19 Revenue Projections

Attachment 3 is the FY 2018-19 Revenue Projections, which includes the amount of revenue certified by the County Auditor's Office by revenue accounts.

Vehicle Replacement List

Attachment 4 is the FY 2018-19 vehicle replacement list.

Approved Take-home Vehicle List

Attachment 5 is the list of approved take-home vehicle list.

Proposed Calendar Year 2019 Holiday Schedule

Attachment 6 is the proposed paid holiday schedule for calendar year 2019. This schedule is adopted as part of the FY 2018-19 Adopted Budget.

County Elected Officials' Compensation

Attachment 7 provides the salary and auto allowance for Elected Officials that have changes to be effective the first pay period in October. The Elected Officials Compensation documents are adopted as part of the FY 2018-19 Adopted Budget.

Non-Exempt Pay Table

Attachment 8 is the Non-Exempt Pay Grade Table for FY 2018-19. This table has been adjusted to address compression associated with increasing the minimum wage to \$15.00.

County Clerk's Preservation and Restoration Plan

Attachment 9 is the FY 2018-19 County Clerk's Preservation Plan.

District Clerk's Preservation and Restoration Plan

Attachment 10 is the FY 2018-19 District Clerk's Preservation Plan.

Order Approving County Auditor Budget and Salary of County Auditor, Assistant County Auditors, and Court Reporters

Attachment 11 is the order approving the budget for the County Auditor's Office, including the salaries of the County Auditor and the Assistant County Auditors, and salaries of the Court Reporters.

Detention and Law Enforcement Step Pay Plan

Attachment 12 is the FY 2018-19, which is the third year for the step plan increases for uniformed officers in the Sheriff's Office.

FY 2018-19 Change Memorandum
Recommended Changes to the FY 2018-19 Proposed Budget

GENERAL FUND	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$70,888,652
Increase/(Decrease) in FY 2017-18 General Fund Revenue Estimates in Ad Valorem	\$397,256
Increase/(Decrease) in FY 2017-18 General Fund Revenue Estimates in Other Revenue Source	\$1,373,872
Increase/(Decrease) in FY 2017-18 General Fund Expenditure Estimate	\$104,250
Increase/(Decrease) in FY 2018-19 General Fund Revenue in Ad Valorem	\$1,679,930
Increase/(Decrease) in FY 2018-19 General Fund Revenue in Other Revenue Sources	\$1,848,942
Increase/(Decrease) in FY 2018-19 General Fund Proposed Appropriations	\$4,726,227
Revised FY 2018-19 Ending Fund Balance for the General Fund	\$71,358,175
Civil District Court	
Restore six months of funding in the FY 2018-19 Personnel Services appropriation associated with the Senior Data Analyst and two Civil District Court Managers pending the cooperation and completion of the CPS study by Economic & Community Development	\$272,698
Increase Personnel Services appropriation for a 5% salary adjustment of two Staff Attorneys	\$10,607
Reclassify one Court Manager (E-08) to a Court Administrator (E-12) in the FY 2018-19 Personnel Services appropriation	\$18,502
District Attorney	
Restore six months of funding in the FY 2018-19 Personnel Services appropriation associated with the three Prosecutor IIIs, two DA Investigators, six Legal Secretaries, and twelve Paralegal positions pending the cooperation and completion of the CPS study by Economic & Community Development	\$677,401
Child Welfare Board	
Restore six months of funding in the FY 2018-19 Operational Expenses appropriation associated with Bexar County's contract with the Texas Department of Family Protective Services (TXDFPS) pending the cooperation and completion of the CPS study by Economic & Community Development	\$567,722
Constable, Precinct 1	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for four Deputy Constables	\$285,303
Constable, Precinct 2	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for five Deputy Constables	\$330,770
Constable, Precinct 3	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for three Deputy Constables	\$174,812
Constable, Precinct 4	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for three Deputy Constables	\$175,849
Facilities Management-Administration	
Increase the FY 2018-19 Personnel Services appropriation for a 10% salary adjustment of one Technical & Contract Compliance Manager (E-09)	\$7,590
Judicial Services	
Increase the FY 2018-19 Operational Costs appropriation in Administration to fund Motion to Revoke Probation GPS units	\$178,850
Decrease the FY 2018-19 Operational Costs appropriation in Pre-Trial for technology related to a Program Change to the appropriate amount	(\$3,133)

**FY 2018-19 Change Memorandum
Recommended Changes to the FY 2018-19 Proposed Budget**

Judicial Services – Crime Lab	
Increase the FY 2018-19 Operational Costs appropriation for technology	\$2,382
Judicial Services – Medical Examiner	
Decrease Personnel Services appropriation for a Program Change salary adjustment for the two Fellows is reduced to one position and will be effective July 2019	(\$28,258)
Juvenile District Courts	
Increase the FY 2018-19 Operational Costs appropriation for Printing and Binding for case setting forms	\$1,000
Justice of the Peace, Precinct 1	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for two Court Clerks (NE-04)	\$77,689
Justice of the Peace, Precinct 2	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for three Court Clerks (NE-04)	\$135,134
Justice of the Peace, Precinct 3	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for two Court Clerks (NE-04)	\$96,285
Increase the FY 2018-19 Personnel Services appropriation to fund temporary positions, which include a visiting judge and Court Clerk staff	\$7,000
Increase the FY 2018-19 Supplies and Materials appropriation for Office Supplies	\$6,000
Justice of the Peace, Precinct 4	
Restore authorization and funding in the FY 2018-19 Personnel Services appropriation for one Court Clerk (NE-04)	\$40,145
Increase the FY 2018-19 Personnel Services appropriation to fund temporary positions, which include a visiting judge and Court Clerk staff	\$32,800
Military Services Office	
Increase the FY 2018-19 Supplies and Materials appropriation for Office Furniture at the new Military Service Office	\$15,000
Non-Departmental	
Increase the FY 2018-19 Operational Costs appropriation for the first year of Census 2020	\$50,000
Increase the FY 2018-19 Operational Costs appropriation for the following Outside Agencies:	
Basilica of the National Shrine of the Little Flower	\$37,500
Beat AIDS	\$30,000
Bexar County Junior Livestock Show	\$10,000
Christian Family Baptist Church Food Pantry	\$20,000
Chrysalis Ministries	\$62,000
City of Somerset- City Park Improvement Project	\$15,000
City of Von Ormy-Park Improvements	\$15,000
Crusade 300 to market County services (with matching funding from UHS and CHCS)	\$15,000
Dream Voice (DreamWeek)	\$5,000
Eva's Heroes-Sponsorship for special needs children to attend a Christmas performance	\$10,000
Girl Scouts of Southwest Texas to fund a total of \$62,500	\$12,500
Harlandale Civic Center	\$150,000
Health Collaborative-Mental Health Summit Sponsorship	\$15,000

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Recommended Changes to the FY 2018-19 Proposed Budget

Inman Christian Center Southside Food Pantry	\$20,000
Jefferson Outreach for Older People to fund a total of \$15,000	\$4,000
Juneteenth Sponsorship	\$3,273
Juvenile Outreach and Vocational Educational Network (JOVEN) to fund a total of \$26,000	\$8,500
Literacy San Antonio, Inc. (SA Reads) to fund a total of \$60,000	\$10,000
Madonna Center to fund a total of \$40,000	\$7,500
Maestro Entrepreneur Center to fund a total of \$30,000	\$15,000
Musical Bridges Around the World	\$10,000
National Alliance on Mental Illness (NAMI) to fund a total of \$25,000	\$5,000
Public Concert Series	\$50,000
Rivercity Outreach Centre, Inc.	\$5,000
San Antonio Clubhouse - Community and Support Center	\$15,000
San Antonio Food Bank to fund a total of \$75,000	\$3,000
Society of St. Vincent de Paul to fund a total of \$10,000	\$4,000
Somerset Wellness Initiative	\$15,000
South San Civic Center	\$150,000
St. Vincent de Paul-Haven for Hope Cafeteria matching grant for equipment	\$135,000
Tehuan Band of Mission Indians (Indigenous Peoples)	\$5,000
Increase the FY 2018-19 Contingencies appropriation to fund an additional 1 percent for a total of a 2 percent Cost of Living Allowance for all employees who do not receive at least a 2 percent salary increase as a result of increasing the Livable Wage	\$1,905,000
Decrease the FY 2018-19 Contingencies appropriation to reallocate funding for the CPS-related positions and operational expenses for the District Attorney's Office, Civil District Court-Children's Court, and Child Welfare Board	(\$1,517,821)
Sheriff's Office-Law Enforcement	
Convert ten existing Deputy Sheriff-Law Enforcement Officers from Patrol to ten new Deputy Sheriff-Law Enforcement Officers for a full-time SWAT Team at no cost; positions will be deployed in high-crime areas of the County when not responding to calls for SWAT operations	\$0
Fund and authorize two LE Investigators (LE-04) for the Criminal Investigations Division in the FY 2018-19 Personnel Services appropriation	\$189,044
Sheriff's Office-Support Services	
Fund and authorize one Psychiatrist (E-13)	\$118,000
Tax Assessor-Collector's Office	
Decrease the FY 2018-19 Personnel Services appropriation in Administration for Salary Temporary (\$99,252) reallocation to other accounting units' temp funding: increase Salary Temporary (\$13,680) in Financial Reporting, increase Salary Temporary (\$45,600) in Motor Vehicle, increase Salary Temporary (\$57,456) in Property Tax - \$17,484	\$17,484
Increase the FY 2018-19 Operational Costs appropriation in Financial Reporting for anticipated increase in Printing & Binding due to Requisition Books and Checkout Sheets	\$3,000
Increase the FY 2018-19 Operational Costs appropriation in Motor Vehicle for anticipated increase in Printing & Binding for various DMV forms, including Tax Statement Paper	\$5,000
Increase the FY 2018-19 Supplies & Materials appropriation in Motor Vehicle for anticipated increase in Books & Periodicals for State Titles and Updates	\$2,100
Increase the FY 2018-19 Supplies & Materials appropriation in Property Tax for Postage for the Annual Tax Statement Mailing	\$10,000

FY 2018-19 Change Memorandum
Recommended Changes to the FY 2018-19 Proposed Budget

OTHER FUNDS	
Capital Improvement Fund (700)	
Increase the FY 2018-19 Transfers Out to Fleet Acquisition Fund	\$650,000
Add one project for the Urban-15 to fund drainage improvements & HVAC replacements	\$50,000
Add one project for the Mount Zion Community Center challenge grant	\$250,000
Add one project for the Zermona Black Community Center challenge grant	\$250,000
Add one project for the House of Neighborly Services renovation	\$250,000
Add one project for The Public Theater for pre-development costs	\$100,000

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Recommended Changes to the FY 2018-19 Proposed Budget

Community Development Block Grant (803)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$0
Increase the FY 2016-17 Transfers In Revenue	\$82,400
Decrease the FY 2016-17 Interfund Transfer appropriation	(\$82,400)
Increase the FY 2017-18 Intergovernmental Revenue	\$246,848
Revised FY 2018-19 Appropriated Fund Balance	\$411,648
Community Infrastructure and Economic Development Fund (815)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$148,688
Decrease the FY 2016-17 General Government appropriation	(\$90,000)
Revised FY 2018-19 Appropriated Fund Balance	\$238,688
Community Venue Fund (507)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$66,609,709
Increase the FY 2018-19 Operational Expenses appropriation to fund a County match for an AT&T Site Master Plan contingent on \$50,000 each from the Coliseum Advisory Board, Spurs, and SALE	\$100,000
Revised FY 2018-19 Appropriated Fund Balance	\$66,509,709
Courthouse Security Fund (203)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$0
Increase the FY 2017-18 Transfers In Revenue	\$6,205
Revised FY 2018-19 Appropriated Fund Balance	\$6,205
District Attorney Pre-Trial Diversion Fund (333)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$269,603
Fund an 8% salary adjustment for two Accounting Clerk II in the FY 2018-19 Personnel Services appropriation	\$7,659
Revised FY 2018-19 Appropriated Fund Balance	\$261,944
Domestic Relations Office Fund (215)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$0
Increase the FY 2017-18 Transfers In Revenue	\$64
Increase the FY 2017-18 Total Revenue	\$64
Fleet Acquisition Fund (703)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$500,676
Decrease the FY 2017-18 Capital Expenditures appropriation	(\$1,111,736)
Increase the FY 2018-19 Interfund Transfer Revenue from Capital Improvement Fund	\$650,000
Increase the FY 2018-19 Capital Expenditures appropriation for ten Patrol vehicles for SWAT	\$650,000
Increase the FY 2018-19 Capital Expenditures appropriation for vehicles procured in FY 2017-18 but not delivered by end of the fiscal year	\$1,111,736
Revised FY 2018-19 Appropriated Fund Balance	\$500,676
Parking Facilities (206)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$1,314,406
Decrease FY 2016-17 Beginning Fund Balance	(\$63,055)
Revised Fund Balance in FY 2018-19 Proposed Budget	\$1,251,351
Storm Water Mitigation Fund (209)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$6,307,465

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Increase the FY 2018-19 Capital Expenditures appropriation for the San Antonio Zoo Drainage Project	\$200,000
Revised FY 2018-19 Appropriated Fund Balance	\$6,107,465

FY 2018-19 Change Memorandum
Recommended Changes to the FY 2018-19 Proposed Budget

Technology Improvement Fund (565)	
Ending Fund Balance in the FY 2018-19 Proposed Budget	\$0
Increase the FY 2018-19 Service Fee Revenue	\$2,382
Increase the FY 2018-19 Supplies and Materials appropriation for technology needs for the Judicial Services – Crime Lab	\$2,382
Revised FY 2018-19 Appropriated Fund Balance	\$0

FY 2018-19 Administrative Changes to the Proposed Budget

GENERAL FUND:

Bexar Heritage - County Parks & Grounds

On page 3-3, the Authorized Position List for the FY 2018-19 Proposed column reads: **Manager** and it should read **Bexar Heritage Center Manager**.

On page 3-3, the description for the third program change reads: **Manager** and it should read **Bexar Heritage Center Manager**.

Community Resources – Administration

On page 10-1, the Operational Appropriation amount for FY 2016-17 Actual reads: **\$21,240**, and it should read: **\$21,420**.

Criminal District Attorney

On page 21-2, the Appropriations Subtotal for FY 2016-17 Actual Total reads: **\$33,359,230**, and it should read: **\$33,539,230**.

Economic and Community Development

On page 25-3, the Fourth Program change reads: one (1) Manager- Workforce Development (**E-06**) and the grade should read: (**E-10**).

On page 25-3, the Fifth Program change reads: one (1) Director – Special Initiatives. This should read one (1) Director – Special Initiatives (**E-13**).

On page 25-3, the Authorized Position List for the FY 2017-18 Estimate column reads: Director – Special Initiatives – 0. This should be **1**.

On page 25-3, the Authorized Position List reads: Director – Development Services. This should read **Economic Development Director**.

On page 25-4, the Authorized Position List reads: Constituent Services Director. This should read **Suburban Cities Program Coordinator**.

On page 25-4, the Funding Allocation is missing for **(1) Client Services Manager**. The funding should read **ECD GF – 50% and CEAP – 50%**.

On page 25-4, the Funding Allocation is missing for **(1) Intake Worker**. The funding should read **ECD GF – 50% and CEAP – 50%**.

On page 25-4, the Funding Allocation is missing for **(1) Intake Worker**. The funding should read **ECD GF – 15%, CDBG – 80%, and 5% HOME**.

Fire Marshal

On page 36-3, the program description for the first program change reads: **Senior Fire Deputy Marshal** and it should read **Senior Deputy Fire Marshal** throughout the paragraph.

On page 36-4, the Authorized Position List for the FY 2016-17 Actual, FY 2017-18 Estimate, and FY 2018-19 Proposed columns reads: Deputy Fire Marshal–**10**. This should read **10.5**.

Information Technology

On page 38-4, the fifth program change reads **reclassifies** and it should read “The fifth program change **places** six Systems Administrator positions into Systems Engineer positions...”

On page 38-4, the fifth program change reads, “The **reclassifications** are as follows..” and it should read “The **placements** are as follows...”

On page 38-4, the sixth program change reads **reclassifies** and it should read “The sixth program change **places** one Director Business Enterprise Solutions (T-99) into Chief Technology Officer (T-99)...”

On pages 38-4 and 38-5, the seventh program change reads **reclassifies** and it should read, “The seventh program change **places** an existing Business Analytics Analyst I into a Business Analytics Analyst II...”

On page 38-5, the Authorized Position list currently reads the Chief Information and Technology Officer as **1** in the FY 2017-18 Estimate column and **1** in the FY 2018-19 Proposed column. Both of those numbers should read **0**.

On page 38-5, the Authorized Position list currently reads the Chief Information Officer as **0** in FY 2017-18 Estimate column and **0** in the FY 2018-19 Proposed column. Both of those numbers should read **1**.

On page 38-8, the Authorized Position list has headers that read “**FY 2016-17 Actual**” across all three headings. They should read: “**FY 2016-17 Actual**”; “**FY 2017-18 Estimate**”; “**FY 2018-19 Proposed**” respectively.

On page 38-4, the fifth program changes reads “**Senior Systems Engineer II**” when it should read “**Senior Systems Engineer (Supervisor)**”

On page 38-5, the eighth program change reads “**Senior Enterprise Systems Analyst**” when is should read “**Senior Enterprise Systems Analyst (Supervisor)**”

On page 38-5, the Authorized Position list has a “**Director, Enterprise Strategic Services**”, it should read “**Head of Strategic Services**”

On page 38-6, the Authorized Position list has a Network Cabling Technician under the **Technical Support Services** heading, it should be under the **Infrastructure Services** heading.

On page 38-7, the Authorized Position list has a Senior Network Security Administrator under the **Infrastructure Services** heading, it should be under the **Administration** heading.

On page 38-7, the Authorized Position list has a “**Senior Systems Engineer II**”, it should read “**Senior Systems Engineer (Supervisor)**”

On page 38-7, the Authorized Position list has an “**Applications Architect Supervisor**”, it should read “**Manager, Application Development**”

On page 38-7, the Authorized Position list has a “**Manager, eServices & Applications Development**”, it should read “**Manager, eServices & Innovation**”

On page 38-8, the Authorized Position list has a ERP Program Manager under the **Enterprise Business Systems** heading, it should be under the **Project Management Office** heading.

On page 38-8, the Authorized Position list has a “**Senior Enterprise Systems Analyst**”, it should read “**Senior Enterprise Systems Analyst (Supervisor)**”

On page 38-8, the Authorized Position list has a “**Director, Project Management Office**”, it should read “**Head of Project Management Office**”

Judicial Services – Court Collections

On page 40-5, the fifth program change description reads: **Collections Specialist (NE-03)** and it should read **Collections Officer (NE-03)**.

On page 40-6, the Authorized Position List for the FY 2018-19 Proposed column for Court Collections reads: **Collections Officer (Part-Time)** and it should read **Collections Officer**.

On page 40-6, the Authorized Position List for the FY 2018-19 Proposed column for Court Collections reads: Collections Officer – **0.5**. This should be **1.5**.

On page 40-6, the Authorized Position List for the FY 2018-19 Proposed column for Court Collections reads: Collections Specialist – **7** This should be **6**.

Judicial Services – Medical Examiner

On page 43-4, the Authorized Position List for the FY 2018-19 Proposed column reads: Office Assistant IV – **0**. This should be **1**.

On page 43-4, the Authorized Position List for the FY 2018-19 Proposed column reads: Office Assistant II – **2**. This should be **1**.

Jury Operations

On page 45-2, the Appropriations subtotal for FY 2016-17 Actual, reads **\$,683,317** and it should read **\$1,683,317**.

Juvenile Probation

On page 52-2, the Supplies and Materials Appropriation for FY 2016-17 Actual, reads: **\$397,045** and it should read **\$420,166**.

On page 52-2, the Capital Expenditures Appropriation for FY 2016-17 Actual, reads: **\$57,219** and it should read **\$34,098**.

Sheriff’s Office-Adult Detention Center

On page 62-2, the Operational Expenses group for FY 2016-17 Actual, reads: **\$4,471,961** and it should read **\$4,741,961**.

On page 62-2, the Supplies and Materials group for FY 2016-17 Actual, reads: **\$1,492,093** and it should read **\$1,492,068**.

On page 62-2 the Capital Expenditures group for FY 2016-17 Actual, reads: **\$66,682** and it should read **\$66,707**.

On page 64-5, the second and third program changes read "... to Accounting Clerk III positions..." and they should read "... to Accounting Clerk III (NE-05) positions..."

On page 64-5, the Authorized Position list should have a line that reads "**Personnel Administrator**" and the values of **0**, **1**, and **1** should be in the fiscal year columns, respectively.

On page 64-6, the Authorized Position list currently reads the Accounting Clerk III as **4** in the FY 2018-19 Proposed column. This number should read **5**.

On page 64-6, the Authorized Position list currently reads the Office Assistant IV as **2** in the FY 2018-19 Proposed column. This number should read **1**.

Sheriff's Office-Law Enforcement

On page 63-8, the Supplies and Materials group for FY 2016-17 Actual, reads: **\$1,958,605** and it should read **\$2,232,784**.

On page 63-8, the Capital Expenditures group for FY 2016-17 Actual, reads: **\$312,183** and it should read **\$38,004**.

On page 63-13, the Authorized Position list currently reads the Investigations Intelligence Analyst as **1** in the FY 2017-18 Estimate column and **1** in the FY 2018-19 Proposed column. Both of those numbers should read **0**.

Tax Office – Motor Vehicle Registration

On page 66-3, the second Program Change reads: Reclassify (1) Downtown Station Manager (E-05) to a Motor Vehicle Registration Assistant Director (E-06). This should read **Downtown Station Manager**.

On page 66-5, the Authorized Position List for the FY 2018-19 Proposed column reads: Motor Vehicle Registration Assistant Director – 1. **This position should be deleted.**

On page 66-5, the Authorized Position List for the FY 2018-19 Proposed column reads: Downtown Station Manager – 0. This should be **1**.

OTHER FUNDS:

ATD/TxDOT Roads Fund (701)

On page, 72-1, the FY 2018-19 Proposed Appropriated Fund Balance currently reads **\$65,905,739**. It should read **\$65,905,738**.

Capital Improvement Fund (700)

On page 101-23, the first bullet point under the County Manager positions reads "**Community Project Coordinator (E-09)**" and it should read "**One Community Venues Manager (E-09)**".

On page 101-23, **Orion System** is listed under Closed Projects. This project should not be listed as a closed project.

On page 101-24, the fourth bullet point under the County Manager positions reads “**Project Support Specialist (E-07)**” and it should read “**One Project Support Specialist (E-07)**”.

On page 101-24, the Authorized Position List reads “**Community Project Coordinator**” and it should read “**Community Venues Manager**”.

On page 101-23, **Orion System** is listed under Closed Projects. This project should not be listed as a closed project.

County Road and Bridge Fund (207)

On page 70-1, the FY 2017-18 Estimate Total Appropriations reads: **\$30,545,520**. It should read **\$30,712,723**.

Debt Service Fund (400)

On page 103-1, the FY 2016-17 Revenues Subtotal currently reads **\$108,060,948**. It should read **\$108,836,720**.

Domestic Relations Office Fund (215)

On page 87-1, the Revenue Subtotal for FY 2017-18 Estimate, reads: **\$329,129**. It should read **\$329,203**.

Drug Court Fund (211)

On page 83-1, the Available Funds-Revenue Subtotal for FY 2018-19 Proposed, reads: **\$100,900**, and it should read **\$110,900**.

Fire Code Fund (212)

On page 84-1, the Revenue section in the Fund Balance table reads: **Revenue from Use of Assets** and it should read **Other Revenue**.

On page 84-3, the program description for the first program change reads: **Senior Fire Deputy Marshal** in third sentence and it should read **Senior Deputy Fire Marshal** throughout the paragraph.

On page 84-3, the program description for the second program change reads: **Dispatchers** and it should read **Public Safety Dispatchers** throughout.

Firing Range Fund (512)

On page 109-1, the FY 2017-18 Revenue section reads: **Proceeds from Sales of Assets: \$2,329**, and it should read: **Other Revenue: \$2,329**.

On page 109-1, the FY 2018-19 Revenue section reads: **Proceeds from Sales of Assets: \$2,500**, and it should read: **Other Revenue: \$2,500**.

Flood Control M&O Fund (208)

On page 100-1, the **General Government** group should read as the **Public Works** group.

On page 100-1, the FY 2018-19 Proposed Appropriated Fund Balance reads: **\$4,286,658**. It should read **\$4,286,657**.

Flood Control Capital Projects Fund (702)

On page 102-6, the project description for MR 11 – Pearsall Road at Elm Creek reads: “The total Flood Control M&O Budget is **\$200,000...**” It should read **\$500,000**.

Grants-In-Aid-Fund

On page 97-4, the *Judicial Services* section should read: *County Courts-At-Law Administration* for the first three grant funded positions for the Misdemeanor Veterans Treatment Court.

On page 97-4, the Judicial Services DWI Grant position reads as *DWI Grant – JA1805490201 & JA19* and should read as: *Misdemeanor Specialty Courts – JA1805490201 & JA19*.

On page 97-5, the *Community Development Block Grant/Home & ESG* section for Authorized Positions reads: two Analyst positions and it should read three Analyst positions.

On page 97-5, the Grants-in-Aid Total for Authorized Positions reads: *Grants-in-Aid Total: Actual 65, Estimate 63.5, and Proposed 62.5* Authorized Positions and should read as: *Grants-in-Aid Total: Actual 66, Estimate 64.5, and Proposed 63.5* Authorized Positions.

On page 97-6, the final program change for the Ryan White Program the UHS/Ryan White section reads: *Community Health Manager – This position will remain authorized with the County through August 8, 2018, thereafter the position may remain with Bexar County or transition to UHS* and it should read: *The Community Health Manager has been designated as a Transition Employee under the agreement with UHS and the County, and will remain a County employee through August 8, 2018 with a single one (1) year renewal option.*

On page 97-4, one Intake Worker should be removed from the Authorized Position List.

Public Works County Road and Bridge Multi-Year Projects Fund (700)

On page 71-2, the following projects should be reflected as being closed out in FY 2018-19:

- Candlewood Phase I
- Grosenbacher Schematic/ROW Strip Map
- Old Corpus Christi Rd Phase II (Alcoa)
- Shaenfield Place Subdivision
- Steubing Rd

The total FY 2018-19 Proposed Budget for Roads Multi-Year Projects should then be reflected as \$146,318,480 with Activity to Date of \$44,342,990, and Remaining Balance of \$101,975,490.

Storm Water Fund (209)

On page 81-1, the General Government group for FY 2016-17 Actual, reads: **\$1,640,106**. It should read **\$1,890,106**. Subsequently, the Capital Expenditures group for FY 2016-17 Actual reads: **\$407,455**. It should read **\$157,455**.

On page 81-1, the Revenue Subtotal for FY 2018-19 Proposed, reads: **\$2,358,000**. It should read **\$2,385,000**.

COUNTY OF BEXAR

**CERTIFICATION OF COUNTY REVENUE
FISCAL YEAR 2018-2019
OCTOBER 1, 2018 – SEPTEMBER 30, 2019**

September 7, 2018



**SUSAN T. YEATTS, CPA
BEXAR COUNTY AUDITOR**

Leo S. Caldera, CIA, CGAP
First Assistant County Auditor



Paul Elizondo Tower
101 W. Nueva, Suite 800
San Antonio, Texas 78205
(210) 335-2301
Fax: (210) 335-2996
AuFrontDesk@Bexar.Org

Susan T. Yeatts, CPA
BEXAR COUNTY AUDITOR

September 7, 2018

Mr. David Smith
County Manager
Bexar County, Texas

RE: Certification of County Revenue for Fiscal Year Ending September 30, 2019

As required by Local Government Codes §111.0639(b) and §111.0707, please find attached the required certifications of anticipated revenues for the various operating funds in and for Bexar County, Texas for the fiscal year ending September 30, 2019.

Should there be any questions related to the information included herein, please do not hesitate to call on me.

A handwritten signature in blue ink that reads "Susan T. Yeatts".

Susan T. Yeatts, CPA
Bexar County Auditor

Copies Provided To:

Honorable Nelson Wolff, County Judge
Honorable Sergio Rodriguez, Commissioner Precinct 1
Honorable Paul Elizondo, Commissioner Precinct 2
Honorable Kevin Wolff, Commissioner Precinct 3
Honorable Tommy Calvert, Commissioner Precinct 4

**BEXAR COUNTY, TEXAS
 CERTIFICATION OF ESTIMATED REVENUE, TRANSFERS
 AND FUND BALANCES
 For The Fiscal Year Ending September 30, 2019**

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**BEXAR COUNTY, TEXAS
 CERTIFICATION OF ESTIMATED REVENUE, TRANSFERS
 AND FUND BALANCES
 For The Fiscal Year Ending September 30, 2019**

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	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
100 General Fund			
Ad Valorem Taxes			
40000 Property Taxes - Current	336,368,582	336,080,000	356,880,000
40015 Property Taxes - Delinquent	1,428,791	2,000,000	1,500,000
40020 Tax Refunds	-	-	-
40030 Tax Penalty & Interest	2,083,753	1,975,000	1,975,000
40025 TIF Due to Other Cities	(3,840,129)	(3,800,000)	(4,887,000)
Total	336,040,997	336,255,000	355,468,000
Other Taxes			
40035 Rendition Penalty	79	70	70
40100 Mixed Beverage Tax	10,102,899	9,825,000	10,250,000
40115 Vehicle Inventory Tax Overage	82,461	110,000	80,000
40135 Unclaimed Tax Overpayments	115,000	-	-
40180 Vehicle Sales Tax	15,460,056	16,075,000	15,000,000
Total	25,760,495	26,010,070	25,330,070
Licenses and Permits			
40200 Marriage Licenses Formal	423,367	475,000	415,000
40220 Bondsmen License	7,500	6,500	8,000
40225 Alarm System Initial Permit	100,293	100,000	100,000
40230 Alarm System Renewal	382,240	400,000	400,000
40235 Septic/Building Permits	229,413	235,000	225,000
40245 Beer & Liquor License	929,294	1,060,000	950,000
Total	2,072,107	2,276,500	2,098,000
Intergovernmental Revenue			
40500 County Court Cases - Sec 51	1,260,000	1,260,000	1,260,000
40502 Prosecutor Longevity Pay	271,996	260,000	260,000
40504 Indigent Defense	2,059,965	1,350,000	1,249,000
40506 State Witness Reimbursement	78,700	68,000	68,000
40510 Bingo-Jackpot	1,100,000	1,510,000	1,100,000
40514 Other Receipts From Governmental Entities	96,111	30,000	30,000
40516 Social Security Admin Incent	1,867	75,000	75,000
40520 UHS Interlocal	362,385	362,385	-
40522 Federal SCAAP	-	100,000	-
40524 OAG - Prisoner Transport Reimbursement	125,037	155,000	125,000
40526 Emergency Management Contribution	74,789	68,500	68,500
40530 Jury Supplement Pay	498,408	465,000	500,000
40531 DA Supplement	4,398	4,300	4,300
40532 Grant Revenue	348,374	277,000	310,000
40534 School Lunch Program	298,533	290,000	300,000
40538 Cost Collection Recovery	750,130	780,000	745,000
40540 Fourth Court of Appeals	70,000	70,000	70,000
40544 INS Prisoner Housing	81,920	30,000	32,000
40545 Federal Prisoner Housing	13,097,496	14,900,000	12,832,000
40546 Federal BOP Reimbursement	277,064	275,000	250,000
40547 Fed US Marshal Travel West	644,391	554,000	554,000
40549 Federal US Marshal South	9,549	20,000	20,000
40555 Texas Commission on Environmental Quality	14,437	50,000	20,000
40561 Title IV-D Community Supervision	383,622	395,000	385,000
Total	21,909,172	23,349,185	20,257,800

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
100 General Fund (cont'd)			
Service Fees			
41000 Child Support	36	-	-
41004 Services Fees	9,424,739	9,600,000	8,500,000
41006 Collection Fees	65,856	60,000	65,000
41007 Stormwater Collection Fees	55,392	65,000	65,000
41012 Court Fees	1,882,451	1,570,000	1,800,000
41014 Administrative Fees	163,497	150,000	150,000
41015 Application Fee	1,000	-	-
41016 Crime Lab Fees	3,650,000	2,950,000	3,800,000
41018 False Alarm Fee	2,250	-	-
41032 Medical Examiner Fees	636,952	415,000	500,000
41036 Personal Bond	366,354	260,000	260,000
41038 Garnishment Fees	23,870	25,000	25,000
41042 Expungement of Record Fee	121,175	150,000	125,000
41046 Record Search Fees	3,780	3,000	3,000
41050 Condemnation Fees	2,900	600	600
41056 Fire Inspection Fees	168,020	115,000	115,000
41057 Food Service Inspection Fee	118,167	110,000	110,000
41058 Passport Fees	94,547	127,000	100,000
41062 Tax Statement Mailing Fee	70,000	70,000	70,000
41064 Race Track Fees	7,770	12,000	12,000
41068 Certification Fees	781,493	755,000	780,000
41070 Monitoring Fees	452,832	480,000	440,000
41072 Drug Testing Fee	232,976	183,000	210,000
41078 Probate Fees	552,395	520,000	535,000
41080 Driving Course Fees	89,288	115,000	85,000
41082 School Attendance	2,063	1,500	1,500
41084 School Zone Violation	44,685	80,000	45,000
41092 Subpoena Fees	3,329	125	50
41094 Failure to Appear County Share	58,706	75,000	50,000
41096 Mental Health Fees	215,049	290,000	210,000
41098 Child Restraint	7,732	8,500	8,000
41102 Plat Fees	79,271	70,000	60,000
41104 Return Check Fees	73,785	20,000	50,000
41106 Cancellation of Checks & Warrants	297,774	225,000	260,000
41108 Check Reissue Fees	1,440	300	300
41110 Court Appointed Fees	385,171	280,000	340,000
41112 SWMBO Conference	24,500	20,000	20,000
41114 Beer/Liquor Application Fees	5,000	5,000	5,000
41116 Filing and Recording Fees	5,835,690	5,950,000	5,600,000
41117 E-Filing Fee	392,176	330,000	395,000
41118 Judicial Fees	36,549	45,000	30,000
41120 Jury Fees	323,132	250,000	250,000
41126 Trial Request Fees	124	-	-
41130 Service Fees	212,434	221,000	210,000
41138 Commission Fees	801,340	800,000	710,000
41140 Restitution Fees	9,943	5,000	5,000
41142 Extradition Fees	144,167	133,000	133,000
41146 Late Fees	156	750	750
41148 Transaction Fee	254,472	275,000	240,000
41154 Park Reservation Fees	380,506	410,000	395,000
41158 Master Fee/ Court Fees	129,633	150,000	115,000
41160 Time Payment Fees	214,022	225,000	225,000
41170 Stenographer	544,881	530,000	520,000
41174 Estray Animal Proceeds	6,622	30,000	15,000
41175 Adult US Marshal	3,160	7,000	2,000
41176 Adult Detention Work Release Proceeds	177,369	200,000	165,000
41177 Adult - Other	260,865	303,600	260,000
41192 Badge Fees	28,073	100	25,000
Total	29,921,559	28,676,475	28,096,200

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
100 General Fund (cont'd)			
Fees on Motor Vehicles			
40205 Vehicles Licenses Issued	2,384,997	2,680,000	2,300,000
41060 Mail Registration Fee	14,586	18,000	7,500
41044 Certificates of Title Issued	2,509,552	2,650,000	2,475,000
40210 Duplicate License Receipts	19,519	19,000	19,000
41048 Transfers of Title	832,407	700,000	775,000
41100 Child Safety Fee	94,063	91,600	91,600
Total	5,855,124	6,158,600	5,668,100
Commissions on Ad Valorem Taxes			
41178 Hospital District	1,136,273	1,154,536	1,215,521
41179 School & Special Districts	2,481,357	2,517,706	2,654,504
41180 SARA	488,398	496,878	530,550
41181 Municipalities	887,886	902,499	961,933
Total	4,993,914	5,071,619	5,362,508
Fines & Forfeitures			
42000 General Fines	8,693,704	10,300,000	8,700,000
42005 Bond Forfeitures	936,820	800,000	800,000
Total	9,630,524	11,100,000	9,500,000
Proceeds from the Sale of Assets			
42500 Rental Revenue	900,061	593,000	750,000
42505 Proceeds from Sale of Assets	3,458	25,000	3,500
42510 Waste, Scrap & Supplies	3,550	5,000	3,347
Total	907,069	623,000	756,847
Interfund Transfers			
43000 Transfers In	394,022	214,022	-
Total	394,022	214,022	-
Other Revenue			
45000 Interest Earned	27,636	200	27,000
45001 Investment Interest Earned	3,241,302	1,800,000	3,250,000
45002 Sweep Interest	678,249	150,000	669,865
45015 Program Revenue	3,546	4,000	2,500
45020 Refunds	159,008	200,000	200,000
45025 Overages	1,144	1,000	1,000
45030 Other Revenue	2,756,574	2,650,000	2,830,000
45040 Accounts Payable Discounts	110,503	125,000	110,000
45070 Copies	914,391	810,000	840,000
45100 Sale of Goods	108	500	500
45110 Insurance Settlements	218,424	75,000	75,000
46040 Stop Loss Recovery	34,148	-	-
Total	8,145,033	5,815,700	8,005,865
Appropriated Fund Balance			
Total General Fund	445,630,016	445,550,171	460,543,390
Estimated Unencumbered Fund Balance 9-30-18			86,216,312

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
111 Unclaimed Money Fund			
Other Revenue			
45001 Investment Interest	1,835	800	1,300
Total	1,835	600	1,300
Appropriated Fund Balance			
Total Unclaimed Money Fund	1,835	800	1,300
Estimated Unencumbered Fund Balance 9-30-18			117,459
112 Justice of the Peace Security Fund			
Service Fees			
41022 Case Management Fee	50,650	60,000	50,000
Total	50,650	60,000	50,000
Other Revenue			
45001 Investment Interest	7,892	2,500	4,500
Total	7,892	2,500	4,500
Appropriated Fund Balance			
Total Justice of the Peace Security Fund	58,542	62,500	54,500
Estimated Unencumbered Fund Balance 9-30-18			552,670
113 Fire Marshal LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	2,425	2,500	3,000
Total	2,425	2,500	3,000
Other Revenue			
45001 Investment Interest	12	-	10
Total	12	-	10
Appropriated Fund Balance			
Total Fire Marshal LEOSE Fund	2,437	2,500	3,010
Estimated Unencumbered Fund Balance 9-30-18			5,912
114 Sheriff's LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	88,014	110,000	98,000
Total	88,014	110,000	98,000
Other Revenue			
45001 Investment Interest	235	250	200
Total	235	250	200
Appropriated Fund Balance			
Total Sheriff's LEOSE Fund	88,249	110,250	98,200
Estimated Unencumbered Fund Balance 9-30-18			210,041

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
115 District Attorney LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	3,707	3,200	3,500
Total	<u>3,707</u>	<u>3,200</u>	<u>3,500</u>
Appropriated Fund Balance			
Total District Attorney LEOSE Fund	<u>3,707</u>	<u>3,200</u>	<u>3,500</u>
Estimated Unencumbered Fund Balance 9-30-18			<u>1,103</u>
116 Constable 1 LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	1,901	1,900	1,900
Total	<u>1,901</u>	<u>1,900</u>	<u>1,900</u>
Other Revenue			
45001 Investment Interest	11	5	10
Total	<u>11</u>	<u>5</u>	<u>10</u>
Appropriated Fund Balance			
Total Constable 1 LEOSE Fund	<u>1,912</u>	<u>1,905</u>	<u>1,910</u>
Estimated Unencumbered Fund Balance 9-30-18			<u>7,026</u>
117 Constable 2 LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	2,076	1,500	1,500
Total	<u>2,076</u>	<u>1,500</u>	<u>1,500</u>
Other Revenue			
45001 Investment Interest	15	10	10
Total	<u>15</u>	<u>10</u>	<u>10</u>
Appropriated Fund Balance			
Total Constable 2 LEOSE Fund	<u>2,091</u>	<u>1,510</u>	<u>1,510</u>
Estimated Unencumbered Fund Balance 9-30-18			<u>13,251</u>
118 Constable 3 LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	1,901	1,300	1,300
Total	<u>1,901</u>	<u>1,300</u>	<u>1,300</u>
Other Revenue			
45001 Investment Interest	12	8	10
Total	<u>12</u>	<u>8</u>	<u>10</u>
Appropriated Fund Balance			
Total Constable 3 LEOSE Fund	<u>1,913</u>	<u>1,308</u>	<u>1,310</u>
Estimated Unencumbered Fund Balance 9-30-18			<u>7,616</u>

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
119 Constable 4 LEOSE Fund			
Intergovernmental Revenue			
40526 State Apportionment - Emergency	1,667	1,500	1,600
Total	1,667	1,500	1,600
Other Revenue			
45001 Investment Interest	12	10	10
Total	12	10	10
Appropriated Fund Balance			
Constable 4 LEOSE Fund	1,679	1,510	1,610
Estimated Unencumbered Fund Balance 9-30-18			9,361
121 Family Protection Fee SB 6 Fund			
Service Fees			
41066 Family Protection Fee	114,028	114,000	114,000
Total	114,028	114,000	114,000
Interfund Transfers			
43000 Transfers in	47,176	-	-
Total	47,176	-	-
Other Revenue			
45000 Interest Earned	-	-	-
45001 Investment Interest	37	-	-
45036 Donations	19,269	40,000	18,000
Total	19,306	40,000	18,000
Appropriated Fund Balance			
Total Family Protection Fee SB 6 Fund	160,510	154,000	132,000
Estimated Unencumbered Fund Balance 9-30-18			-
200 County Clerk Records Management Fund			
Service Fees			
41020 Records Management	2,141	2,200	2,000
41024 Archival Fee	2,615,053	2,600,000	2,600,000
41030 Preservation Fee	2,889,726	2,900,000	2,900,000
Total	5,506,920	5,502,200	5,502,000
Other Revenue			
45001 Investment Interest	362,088	100,000	200,000
Total	362,088	100,000	200,000
Appropriated Fund Balance			
Total County Clerk Records Management Fund	5,869,008	5,602,200	5,702,000
Estimated Unencumbered Fund Balance 9-30-18			25,864,250
201 County Wide Records Management Fund			
Service Fees			
41020 Record Management Fee	444,315	400,000	440,000
Total	444,315	400,000	440,000
Interfund Transfers			
43000 Transfers in	-	-	50,000
Total	-	-	50,000
Other Revenue			
45001 Investment Interest	4,169	600	1,000
Total	4,169	600	1,000
Appropriated Fund Balance			
Total County Wide Records Management Fund	448,484	400,600	491,000
Estimated Unencumbered Fund Balance 9-30-18			161,965

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
202 District Clerk Records Management			
Service Fees			
41020 Records Management Fee	202	150	150
41030 Preservation Fee	386,019	350,000	386,030
Total	386,221	350,150	386,150
Other Revenue			
45001 Investment Interest	6,649	1,000	3,500
Total	6,649	1,000	3,500
Appropriated Fund Balance			
Total District Clerk Records Management	392,870	351,150	389,650
Estimated Unencumbered Fund Balance 9-30-18			396,174
203 Courthouse Security Fund			
Service Fees			
41022 Courthouse Security Fee	340,833	375,000	340,000
41116 Filing and Recording Fee	315,804	290,000	300,000
Total	656,637	665,000	640,000
Interfund Transfers			
43000 Transfers In	370,276	334,036	486,092
Total	370,276	334,036	486,092
Other Revenue			
45001 Investment Interest	3,093	500	1,000
Total	3,093	500	1,000
Appropriated Fund Balance			
Total Courthouse Security Fund	1,030,006	999,536	1,127,092
Estimated Unencumbered Fund Balance 9-30-18			-
205 District Court Technology Fund			
Service Fees			
41116 Filing & Recording Fees	277,602	260,000	277,000
Total	277,602	260,000	277,000
Other Revenue			
45001 Investment Interest	6,045	700	1,000
Total	6,045	700	1,000
Appropriated Fund Balance			
Total District Court Technology Fund	283,647	260,700	278,000
Estimated Unencumbered Fund Balance 9-30-18			154,634
206 Parking Facilities Fund			
Service Fees			
41136 Parking Fees	1,274,806	1,040,000	1,200,000
Total	1,274,806	1,040,000	1,200,000
Other Revenue			
45001 Investment Interest	18,644	6,000	10,000
45020 Refunds	465	-	-
45025 Cashier Overages	171	-	-
Total	19,280	6,000	10,000
Appropriated Fund Balance			
Total Parking Facilities Fund	1,294,086	1,046,000	1,210,000
Estimated Unencumbered Fund Balance 9-30-18			1,331,674

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
207 Special Road & Bridge Fund			
Ad Valorem Taxes			
40000 Property Taxes-Current	-	-	16,150,000
40015 Property Taxes-Delinquent	50	20	20
40030 Tax Penalty and Interest	180	100	100
Total	230	120	16,150,120
Other Taxes			
40110 Vehicle Sales Tax	360,000	360,000	360,000
Total	360,000	360,000	360,000
Licenses and Permits			
40205 Vehicle Licenses	16,600,000	16,630,000	16,000,000
40235 Building Permits	155,907	145,000	150,000
Total	16,755,907	16,775,000	16,150,000
Intergovernmental Revenue			
40514 Other Receipts From Governmental Entities	334,408	300,000	300,000
Total	334,408	300,000	300,000
Fees on Motor Vehicles			
41034 Weight Fees	212,118	180,000	200,000
Total	212,118	180,000	200,000
Fees			
41102 Platt Fees	540,452	450,000	500,000
Total	540,452	450,000	500,000
Proceeds from Sale of Assets			
42505 Proceeds from Sale of Assets	77,705	-	-
42510 Waste, Scrap & Supplies	400	1,000	500
Total	78,105	1,000	500
Other Revenue			
45001 Investment Interest	174,953	75,000	100,000
45020 Refunds	21	-	-
45030 Other Revenue	3,686	-	-
45080 Traffic Signs	220	300	200
45110 Insurance Settlements	130	-	-
Total	179,010	75,300	100,200
Appropriated Fund Balance			
Total Special Road & Bridge Fund	17,870,230	18,111,420	33,760,820
Estimated Unencumbered Fund Balance 9-30-18			8,852,870
208 Flood Control Fund			
Ad Valorem Taxes			
40000 Property Taxes-Current	1,454,244	1,500,000	1,500,000
40015 Property Taxes-Delinquent	34,882	25,000	25,000
40030 Tax Penalty and Interest	17,172	15,000	15,000
40035 Rendition Penalty	2	-	-
Total	1,506,300	1,540,000	1,540,000
Intergovernmental Revenue			
40514 Other Receipts From Governmental Entities	16,434	15,000	15,000
Total	16,434	15,000	15,000
Proceeds from Sale of Assets			
42500 Rental Revenue	2,570	2,570	2,570
Total	2,570	2,570	2,570
Other Revenue			
45001 Investment Interest	185,247	35,000	100,000
45020 Refunds	3,611	-	-
Total	188,858	35,000	100,000
Appropriated Fund Balance			
Total Flood Control Fund	1,714,162	1,592,570	1,657,570
Estimated Unencumbered Fund Balance 9-30-18			11,193,240

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
209 Storm Water Mitigation Fund			
Licenses and Permits			
40240 Stormwater Site Development Permit	128,837	75,000	100,000
40241 Post Construction BMP Permits	18,150	-	35,000
Total	146,987	75,000	135,000
Service Fees			
41165 Stormwater Fees	2,317,504	2,200,000	2,200,000
Total	2,317,504	2,200,000	2,200,000
Other Revenue			
45001 Investment Interest	103,927	40,000	50,000
Total	103,927	40,000	50,000
Appropriated Fund Balance			
Total Storm Water Mitigation Fund	2,568,418	2,315,000	2,385,000
Estimated Unencumbered Fund Balance 9-30-18			6,520,422
210 Law Library Fund			
Service Fees			
41028 Law Library Fee	544,968	530,000	530,000
Total	544,968	530,000	530,000
Interfund Transfers			
43000 Transfers in	330,745	330,745	288,837
Total	330,745	330,745	288,837
Other Revenue			
45001 Investment Interest	3,109	300	1,000
45025 Cashier Overages	17	-	-
45070 Copies	110,682	90,000	100,000
Total	113,808	90,300	101,000
Appropriated Fund Balance			
Total Law Library Fund	989,521	951,045	919,837
Estimated Unencumbered Fund Balance 9-30-18			51,335
211 Drug Court Program Fund			
Service Fees			
41012 Court Fees	123,107	100,000	110,000
Total	123,107	100,000	110,000
Other Revenue			
45001 Investment Interest	909	900	900
Total	909	900	900
Appropriated Fund Balance			
Total Drug Court Program Fund	124,016	100,900	110,900
Estimated Unencumbered Fund Balance 9-30-18			11,776

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
212 Fire Code Fund			
Service Fees			
41054 Fire Code Fee	1,953,255	1,300,000	1,500,000
Total	1,953,255	1,300,000	1,500,000
Other Revenue			
45001 Investment Interest	61,924	20,000	35,000
Total	61,924	20,000	35,000
Appropriated Fund Balance			
Total Fire Code Fund	2,025,179	1,320,000	1,535,000
Estimated Unencumbered Fund Balance 9-30-18			4,692,915
213 Juvenile Case Manager Fund			
Service Fees			
41002 Case Management Fee	247,329	310,000	225,000
41083 Truancy Prevention and Diversion	41,123	30,000	30,000
Total	288,452	340,000	255,000
Other Revenue			
45001 Investment Interest	679	400	400
Total	679	400	400
Appropriated Fund Balance			
Total Juvenile Case Manager Fund	289,131	340,400	255,400
Estimated Unencumbered Fund Balance 9-30-18			-
214 Dispute Resolution Fund			
Service Fees			
41088 Dispute Resolution Fees	616,354	570,000	600,000
Total	616,354	570,000	600,000
Interfund Transfers			
43000 Transfers In	32,953	32,953	-
Total	32,953	32,953	-
Other Revenue			
45001 Investment Interest	1,281	-	-
Total	1,281	-	-
Appropriated Fund Balance			
Total Dispute Resolution Fund	650,588	602,953	600,000
Estimated Unencumbered Fund Balance 9-30-18			86,932
215 Domestic Relations Office Fund			
Service Fees			
41000 Child Support	20	-	-
41026 Domestic Relations Fee	328,543	346,000	320,000
Total	328,563	346,000	320,000
Interfund Transfers			
43000 Transfers In	118,448	109,430	172,238
Total	118,448	109,430	172,238
Other Revenue			
45001 Investment Interest	640	-	-
Total	640	-	-
Appropriated Fund Balance			
Total Domestic Relations Office Fund	447,651	455,430	492,238
Estimated Unencumbered Fund Balance 9-30-18			-

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
216 Boarding Home Facilities Fund			
Other Revenue			
45001 Investment Interest	40	-	-
Total	40	-	-
Appropriated Fund Balance			
Total Boarding Home Facilities Fund	40	-	-
Estimated Unencumbered Fund Balance 9-30-18			-
300 Justice of the Peace Technology Fund			
Service Fees			
41124 Technology Fee	196,796	240,000	190,000
Total	196,796	240,000	180,000
Other Revenue			
45001 Investment Interest	2,820	1,500	1,500
Total	2,820	1,500	1,500
Appropriated Fund Balance			
Total Justice of the Peace Technology Fund	199,616	241,500	191,500
Estimated Unencumbered Fund Balance 9-30-18			147,009
301 County Wide Court Technology Fund			
Service Fees			
41124 Technology Fee	41,101	30,000	35,000
Total	41,101	30,000	35,000
Other Revenue			
45001 Investment Interest	1,871	600	1,000
Total	1,871	600	1,000
Appropriated Fund Balance			
Total County Wide Court Technology Fund	42,972	30,600	36,000
Estimated Unencumbered Fund Balance 9-30-18			150,391
302 Probate Contribution Fund			
Intergovernmental Revenue			
40529 State - Probate Supplement	80,000	80,000	80,000
Total	80,000	80,000	80,000
Other Revenue			
45001 Investment Interest	4,683	1,000	3,000
Total	4,683	1,000	3,000
Appropriated Fund Balance			
Total Probate Contribution Fund	84,683	81,000	83,000
Estimated Unencumbered Fund Balance 9-30-18			216,196

		Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
303 Probate Guardianship Fund				
Service Fees				
41088 Guardianship Fees		127,000	130,000	125,000
	Total	<u>127,000</u>	<u>130,000</u>	<u>125,000</u>
Other Revenue				
45001 Investment Interest		3,047	1,200	2,000
	Total	<u>3,047</u>	<u>1,200</u>	<u>2,000</u>
Appropriated Fund Balance				
Total Probate Guardianship Fund		<u>130,047</u>	<u>131,200</u>	<u>127,000</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>201,089</u>
304 Probate Education Fund				
Service Fees				
41078 Probate Fees		31,339	30,000	30,000
	Total	<u>31,339</u>	<u>30,000</u>	<u>30,000</u>
Other Revenue				
45001 Investment Interest		3,880	1,000	2,000
	Total	<u>3,880</u>	<u>1,000</u>	<u>2,000</u>
Appropriated Fund Balance				
Total Probate Education Fund		<u>35,219</u>	<u>31,000</u>	<u>32,000</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>275,801</u>
305 Court Facilities Improvement Fund				
Courts Costs				
41116 Filing & Recording Fee		554,078	510,000	530,000
	Total	<u>554,078</u>	<u>510,000</u>	<u>530,000</u>
Revenue From Use of Assets				
45001 Investment Interest		26,433	4,000	10,000
	Total	<u>26,433</u>	<u>4,000</u>	<u>10,000</u>
Appropriated Fund Balance				
Total Court Facilities Improvement Fund		<u>580,511</u>	<u>514,000</u>	<u>540,000</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>1,895,425</u>
320 Chapter 19 Voter Registration Fund				
Intergovernmental Revenues				
40542 State Chapter 19 Voter Registration		77,589	169,842	333,250
	Total	<u>77,589</u>	<u>169,842</u>	<u>333,250</u>
Appropriated Fund Balance				
Total Chapter 19 Voter Registration Fund		<u>77,589</u>	<u>169,842</u>	<u>333,250</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>(247,475)</u>

		Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
322 Child Abuse Prevention Fund				
Service Fees				
41076 Child Abuse Prevention Fee		3,645	1,500	2,500
	Total	<u>3,645</u>	<u>1,500</u>	<u>2,500</u>
Other Revenue				
45001 Investment Interest		168	30	100
	Total	<u>168</u>	<u>30</u>	<u>100</u>
Appropriated Fund Balance				
Total Child Abuse Prevention Fund		<u>3,813</u>	<u>1,530</u>	<u>2,600</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>10,197</u>
324 Juvenile Delinquency Prevention Fund				
Service Fees				
41012 Court Fees		483	250	300
	Total	<u>483</u>	<u>250</u>	<u>300</u>
Other Revenue				
45001 Investment Interest		400	120	200
	Total	<u>400</u>	<u>120</u>	<u>200</u>
Appropriated Fund Balance				
Total Juvenile Delinquency Prevention Fund		<u>883</u>	<u>370</u>	<u>500</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>26,943</u>
329 Motor Vehicle Inventory Tax Fund				
Use of Assets				
45000 Interest Earned		20,000	110,000	20,000
	Total	<u>20,000</u>	<u>110,000</u>	<u>20,000</u>
Appropriated Fund Balance				
Total Motor Vehicle Inventory Tax Fund		<u>20,000</u>	<u>110,000</u>	<u>20,000</u>
Estimated Unencumbered Fund Balance 9-30-18				<u>33,498</u>

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
333 Pretrial Diversion Program			
Service Fees			
41015 Application Fee	56,540	50,000	50,000
Total	56,540	50,000	50,000
Other Revenue			
45015 Program Revenue	306,930	200,000	250,000
45001 Investment Interest	6,084	1,500	3,500
Total	313,014	201,500	253,500
Appropriated Fund Balance			
Total Pretrial Diversion Program	369,554	251,500	303,500
Estimated Unencumbered Fund Balance 9-30-18			376,651
400 Debt Service Fund			
Ad Valorem Taxes			
40000 Current Year - Gross	96,013,830	96,000,000	80,000,000
40015 Delinquent - Gross	503,475	440,000	500,000
40030 Penalty & Interest	596,660	570,000	590,000
Total	97,113,965	97,010,000	81,090,000
Interfund Transfers			
43000 Transfers In (General Fund)	1,324,765	1,324,765	-
43000 Transfers In (ATD)	15,130,400	15,857,225	14,637,975
43000 Transfers In (County Road & Bndge Fund)	-	-	10,110,955
43000 Transfers In (Parking Garage)	450,000	450,000	450,000
43000 Transfers In (Fire Code Fund)	231,666	231,666	231,666
Total	17,136,831	17,863,656	25,430,596
Proceeds of Gen Long Term Debt			
44000 Debt Proceeds	412,855,000	-	-
44005 Premium/Discounts	64,916,685	-	-
Total	477,771,685	-	-
Other Revenue			
45000 Interest Earned	2,005	-	-
45001 Investment Interest	8,013,607	3,500,000	7,750,000
45020 Refunds	2,535,508	-	-
45040 Accounts Payable Discounts	2	-	-
45085 Tax Credits	2,769,806	2,755,189	2,764,067
Total	13,320,928	6,255,189	10,514,067
Appropriated Fund Balance			
Total Revenues	605,343,608	121,128,845	117,034,663

Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
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400 Debt Service Fund (cont'd)

EXPENDITURES

52072 Administrative Services Fees	10,250	10,500
55015 \$24,020,000 Ltd Tax Bonds 2010 - Principal	555,000	575,000
55010 \$24,020,000 Ltd Tax Bonds 2010 - Interest	45,200	23,000
55015 \$17,650,000 Ltd Tax Bonds 2011 - Principal	2,230,000	2,345,000
55010 \$17,650,000 Ltd Tax Bonds 2011 - Interest	610,250	498,750
55015 \$18,055,000 Ltd Tax Bonds 2013 - Principal	1,155,000	1,190,000
55010 \$18,055,000 Ltd Tax Bonds 2013 - Interest	604,600	569,950
55015 \$14,890,000 Refunding G O 2009 - Principal	265,000	295,000
55010 \$14,890,000 Refunding G O 2009 - Interest	18,137	9,587
55015 \$16,835,000 Unltd Tax Road 2013 - Prin	1,495,000	1,520,000
55010 \$16,835,000 Unltd Tax Road 2013 - Int	624,513	598,350
55015 \$98,445,000 C of O 2009 - Principal	120,000	2,125,000
55010 \$98,445,000 C of O 2009 - Interest	119,450	106,250
55015 \$103,690,000 Flood C of O 2009 - Principal	295,000	2,310,000
55010 \$103,690,000 Flood C of O 2009 - Interest	115,750	103,950
55010 \$50,620,000 C of O 2009 - Interest	3,355,094	3,355,094
55010 \$50,620,000 Flood C of O 2009 - Interest	3,355,094	3,355,094
55010 \$30,325,000 C of O 2010 - Interest	1,745,204	1,745,204
55015 \$97,455,000 C of O 2010 - Principal	2,720,000	2,860,000
55010 \$97,455,000 C of O 2010 - Interest	279,000	143,000
55015 \$59,330,000 C of O 2011 - Principal	815,000	810,000
55010 \$59,330,000 C of O 2011 - Interest	65,000	32,400
55015 \$51,295,000 C of O 2011 - Principal	595,000	600,000
55010 \$51,295,000 C of O 2011 - Interest	2,109,900	1,351,675
55015 \$34,095,000 Flood C of O 2011 - Principal	845,000	880,000
55010 \$34,095,000 Flood C of O 2011 - Interest	1,282,350	71,800
55015 \$83,955,000 C of O 2013 - Principal	500,000	750,000
55010 \$83,955,000 C of O 2013 - Interest	3,505,213	2,027,683
55015 \$115,040,000 C of O 2013 - Principal	500,000	500,000
55010 \$115,040,000 C of O 2013 - Interest	4,615,600	3,373,100
55015 \$331,725,000 C of O 2013 - Principal	500,000	500,000
55010 \$331,725,000 C of O 2013 - Interest	16,571,238	974,250
55015 \$13,375,000 Pass-Through 2013 - Principal	1,890,000	1,975,000
55010 \$13,375,000 Pass-Through 2013 - Interest	366,100	290,500
55015 \$16,790,000 Pass-Through 2013 - Principal	2,710,000	2,845,000
55010 \$16,790,000 Pass-Through 2013 - Interest	584,000	448,500
55010 \$350,000,000 C of O 2013 - Interest	-	-
55015 \$54,575,000 Ltd Tax Bonds 2014 - Principal	2,770,000	5,375,000
55010 \$54,575,000 Ltd Tax Bonds 2014 - Interest	2,702,500	2,564,000
55015 \$9,360,000 Unltd Tax Road 2014 - Principal	660,000	670,000
55010 \$9,360,000 Unltd Tax Road 2014 - Interest	423,125	413,225
55015 \$87,130,000 C of O 2014 - Principal	500,000	500,000
55010 \$87,130,000 C of O 2014 - Interest	4,291,500	4,276,500
55010 \$111,810,000 Flood C of O 2014 - Principal	2,625,000	2,760,000
55010 \$111,810,000 Flood C of O 2014 - Interest	5,399,200	5,267,950
55015 \$17,405,000 Pass-Through Series 2015A - Principal	350,000	360,000
55015 \$17,405,000 Pass-Through Series 2015A - Interest	684,219	677,219
55015 \$29,385,000 Pass-Through Series 2015B - Principal	540,000	560,000
55015 \$29,385,000 Pass-Through Series 2015B - Interest	1,157,244	1,135,644
55015 \$248,415,000 Refunding Bonds G O 2016 - Principal	1,630,000	1,715,000
55010 \$248,415,000 Refunding Bonds G O 2016 - Interest	10,130,750	10,049,250
55010 \$101,740,000 Refunding Bonds G O 2016 - Interest	3,891,700	3,891,700
55015 \$91,675,000 C of O Series 2016 - Principal	100,000	100,000
55010 \$91,675,000 C of O Series 2016 - Interest	3,470,450	3,468,450
55015 \$93,280,000 C of O Series 2016A - Principal	100,000	100,000
55010 \$93,280,000 C of O Series 2016A - Interest	4,318,225	4,315,225
55015 \$20,330,000 C of O Series 2016B - Principal	1,040,000	1,090,000
55010 \$20,330,000 C of O Series 2016B - Interest	979,200	927,200
55015 \$384,715,000 Ltd Tax Bonds 2017 - Principal	-	75,000
55010 \$384,715,000 Ltd Tax Bonds 2017 - Interest	-	18,228,100
55015 \$40,840,000 Pass-Through Series 2017 - Principal	-	-
55010 \$40,840,000 Pass-Through Series 2017 - Interest	-	1,982,750
55010 \$28,140,000 Flood C of O 2017 - Principal	-	25,000
55010 \$28,140,000 Flood C of O 2017 - Interest	-	1,049,350
FY 19 New Issues	2,494,248	-
Total Expenditures	107,640,304	112,745,380

Estimated Unencumbered Fund Balance 9-30-18

80,072,187

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
501 Self Insurance- Health/Life Fund			
Interfund Transfers			
43000 Transfers In	84,133	84,133	579,133
Total	84,133	84,133	579,133
Other Revenue			
45020 Refunds	97,421	-	-
Total	97,421	-	-
Insurance Premiums Revenue			
46000 Health Insurance Premium-Employer	39,349,364	36,612,044	43,495,784
46005 Health Insurance Premium-Employee	8,429,531	8,279,469	8,766,712
46020 Life Insurance Premium-Employer	593,388	557,084	605,256
46030 Life Insurance Premium-Retiree	128,500	123,269	131,070
46040 Stop Loss Recovery	1,402,579	575,311	1,000,000
Total	49,903,362	45,147,177	53,998,822
Appropriated Fund Balance			
Total Self Insurance Health/Life Fund	50,084,916	45,231,310	54,577,955
Estimated Unencumbered Fund Balance 9-30-18			(600,127)
502 Self Insurance- Workers Compensation Fund			
Service Fees			
41152 Employee Health Clinic Fee	17,720	16,000	17,720
Total	17,720	16,000	17,720
Interfund Transfers			
43000 Transfers In	441,293	441,293	1,596,293
Total	441,293	441,293	1,596,293
Insurance Premiums Revenue			
46000 Health Insurance Premium-Employer	2,338,245	2,190,100	2,385,010
Total	2,338,245	2,190,100	2,385,010
Appropriated Fund Balance			
Total Self Insurance Workers Compensation Fund	2,797,258	2,647,393	3,999,023
Estimated Unencumbered Fund Balance 9-30-18			(772,796)
504 Fleet Maintenance Fund			
Service Fees			
41156 Fleet Maintenance	832,380	725,000	950,000
Total	832,380	725,000	950,000
Interfund Transfers			
43000 Transfers In	120,000	120,000	27,271
Total	120,000	120,000	27,271
Other Revenue			
45110 Insurance Settlements	1,997	-	-
Total	1,997	-	-
Appropriated Fund Balance			
Total Fleet Maintenance Fund	954,377	845,000	977,271
Estimated Unencumbered Fund Balance 9-30-18			(44,680)

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
505 Records Management Center Fund			
Service Fees			
41020 Records Management Fee	100,000	100,000	100,000
Total	100,000	100,000	100,000
Interfund Transfers			
43000 Transfers in	100,000	100,000	175,000
Total	100,000	100,000	175,000
Appropriated Fund Balance			
Total Records Management Center Fund	200,000	200,000	275,000
Estimated Unencumbered Fund Balance 9-30-18			519,424
506 Other Post Employment Benefits Fund			
Interfund Transfers			
43000 Transfers in	6,725,171	6,725,171	5,075,171
Total	6,725,171	6,725,171	5,075,171
Other Revenue			
45001 Investment Interest	66,812	10,000	10,000
Total	66,812	10,000	10,000
Insurance Premiums Revenue			
46010 Health Insurance Premium-Retirees	2,783,092	2,581,656	2,659,106
Total	2,783,092	2,581,656	2,659,106
Appropriated Fund Balance			
Total Other Post Employment Benefits Fund	9,575,075	9,316,827	7,744,277
Estimated Unencumbered Fund Balance 9-30-18			(70,252,976)

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
507 Community Venue Program Fund			
Venue Taxes			
40180 Motor Vehicle Tax	9,748,714	9,000,000	9,500,000
40182 Hotel Occupancy Tax	19,405,145	17,000,000	19,000,000
Total	29,153,859	26,000,000	28,500,000
Service Fee			
41132 License and Permits Fees	1,300,000	1,300,000	1,300,000
Total	1,300,000	1,300,000	1,300,000
Other Revenue			
45000 Interest Earned	504,401	-	-
45001 Investment Interest	1,021,245	525,000	850,000
45002 Sweep Interest	-	-	-
45020 Refunds	-	-	-
45110 Insurance Settlements	-	-	-
Total	1,525,646	525,000	850,000
Appropriated Fund Balance			
Total Community Venue Program Fund	31,979,505	27,825,000	30,650,000
Estimated Unencumbered Fund Balance 9-30-18			58,096,015
509 District Attorney Hot Check Fund			
Service Fees			
41104 Return Checks Fee	151,493	130,834	145,000
Total	151,493	130,834	145,000
Appropriated Fund Balance			
Total District Attorney Hot Check Fund	151,493	130,834	145,000
Estimated Unencumbered Fund Balance 9-30-18			(1,612)
510 Election Contract Services Fund			
Intergovernmental Revenues			
40514 Other Receipts From Governmental Entities	-	454,148	1,700,000
Total	-	464,148	1,700,000
Service Fees			
41130 Service Fees	-	14,975	23,000
Total	-	14,975	23,000
Appropriated Fund Balance			
Total Election Contract Services Fund	-	479,123	1,723,000
Estimated Unencumbered Fund Balance 9-30-18			1,087,190

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
512 Firing Range Fund			
Service Fees			
41190 Firing Range Fee	1,500	2,000	2,500
Total	1,500	2,000	2,500
Interfund Transfers			
43000 Transfers In	158,610	158,610	175,749
Total	158,610	158,610	175,749
Other Revenue			
45001 Investment Interest	2,329	700	1,500
Total	2,329	700	1,500
Appropriated Fund Balance			
Total Firing Range Fund	162,439	161,310	179,749
Estimated Unencumbered Fund Balance 9-30-18			3,576
565 Technology Service Fund			
Service Fees			
41124 Technology Fee	958,052	827,604	878,129
Total	958,052	827,604	878,129
Interfund Transfers			
43000 Transfer In	2,019,472	2,019,472	1,308,806
Total	2,019,472	2,019,472	1,308,806
Other Revenue			
45020 Refunds	1,337	-	-
Total	1,337	-	-
Appropriated Fund Balance			
Total Technology Service Fund	2,978,861	2,847,076	2,186,935
Estimated Unencumbered Fund Balance 9-30-18			821,551
700 Capital Projects Fund			
Intergovernmental Revenue			
40512 Contribution for Infrastructure	845,673	-	-
Total	845,673	-	-
Proceeds from General Long-Term Debt			
44000 Debt Proceeds	-	152,112,000	218,000,000
44005 Premium/Discounts	-	-	-
Total	-	152,112,000	218,000,000
Revenue From Use of Assets			
45001 Investment Interest	311	-	-
Total	311	-	-
Appropriated Fund Balance			
Total Capital Projects Fund	845,984	152,112,000	218,000,000
Estimated Unencumbered Fund Balance 9-30-18			235,363,322

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
701 TXDOT and ATD Pass Through Financing Fund			
Other Taxes			
40130 TXDot and ATD Tax	16,934,848	16,000,000	16,500,000
Total	16,934,848	16,000,000	16,500,000
Intergovernmental Revenue			
40514 Other Receipts From Governmental Entities	2,002,995	1,500,000	2,777,995
Total	2,002,995	1,500,000	2,777,995
Proceeds from General Long-Term Debt			
44000 Debt Proceeds	40,840,000	41,000,000	24,000,000
44005 Premium/Discounts	118,604	-	-
Total	40,958,604	41,000,000	24,000,000
Other Revenue			
45001 Investment Interest	1,245,553	100,000	750,000
Total	1,245,553	100,000	750,000
Appropriated Fund Balance			
Total TXDOT and ATD Pass Through Financing Fund	61,142,000	58,600,000	44,027,995
Estimated Unencumbered Fund Balance 9-30-18			53,693,512
702 Multi Year Flood Projects Fund			
Intergovernmental Revenue			
40512 Contribution for Infrastructure	(241,831)	-	-
Total	(241,831)	-	-
Other Revenue			
45020 Refunds	14,653,270	-	-
Total	14,653,270	-	-
Appropriated Fund Balance			
Total Multi Year Flood Projects Fund	14,411,439	-	-
Estimated Unencumbered Fund Balance 9-30-18			252,776,937
703 Fleet Acquisition Fund			
Interfund Transfers			
43000 Transfers In	260,380	3,019,500	-
43000 Transfers In (Capital Projects Fund)	2,747,000	-	4,139,906
43000 Transfers In (Special Road and Bridge Fund)	28,500	-	351,000
43000 Transfers In (Fire Code Fund)	-	-	330,715
Total	3,035,880	3,019,500	4,821,621
Proceeds from Sale of Assets			
42505 Proceed from Sale of Assets	188,614	250,000	300,000
Total	188,614	250,000	300,000
Other Revenue			
45110 Insurance Settlements	18,592	-	-
Total	18,592	-	-
Appropriated Fund Balance			
Total Fleet Acquisition Fund	3,243,086	3,269,500	5,121,621
Estimated Unencumbered Fund Balance 9-30-18			771,508

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
800 Grants-in-Aid Fund			
Intergovernmental Revenue			
40514 Other Receipts From Governmental Entities	46,005	115,000	-
40532 Grant Revenue	1,624,819	600,000	720,000
Total	1,670,824	715,000	720,000
Interfund Transfers			
43000 Transfers In	-	255,295	-
Total	-	255,295	-
Other Revenue			
45001 Investment Interest	-	100	-
45015 Program Revenue	-	132,000	180,000
45035 Donations	-	20,000	35,000
Total	-	152,100	215,000
Appropriated Fund Balance			
Total Grants-in-Aid Fund	1,670,824	1,122,395	935,000
Estimated Unencumbered Fund Balance 9-30-18			2,065,129
802 Home Program Fund			
Intergovernmental Revenue			
40532 Grant Revenue	73,731	500,000	500,000
Total	73,731	500,000	500,000
Appropriated Fund Balance			
Total Home Program Fund	73,731	500,000	500,000
Estimated Unencumbered Fund Balance 9-30-18			-
803 Community Development Block Grant Program Fund			
Intergovernmental Revenue			
40532 Grant Revenue	1,617,614	900,000	950,000
Total	1,617,614	900,000	950,000
Appropriated Fund Balance			
Total CDBG Programs Fund	1,617,614	900,000	950,000
Estimated Unencumbered Fund Balance 9-30-18			(40,820)
805 Juvenile Justice Alternative Education Program Fund			
Intergovernmental Revenue			
40532 Grant Revenue	929,836	800,000	800,000
Total	929,836	800,000	800,000
Other Revenue			
42500 Rental Revenue	3,333	30,000	30,000
45001 Investment Interest	11,005	-	-
Total	14,338	30,000	30,000
Appropriated Fund Balance			
Total JJAEP Fund	944,174	830,000	830,000
Estimated Unencumbered Fund Balance 9-30-18			638,661

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
806 Juvenile Justice Alternative Education Program Facility Fund			
Other Revenue			
45001 Investment Interest	10,551	-	-
Total	10,551	-	-
Appropriated Fund Balance			
Total JJAEP Facility Fund	10,551	-	-
Estimated Unencumbered Fund Balance 9-30-18			714,939
807 Office of the Attorney General Fund			
Intergovernmental Revenue			
40532 Grant Revenue	36,063	60,000	65,000
Total	36,063	60,000	65,000
Appropriated Fund Balance			
Total OAG Fund	36,063	60,000	65,000
Estimated Unencumbered Fund Balance 9-30-18			(296)
808 Criminal Justice Division Fund			
Intergovernmental Revenue			
40532 Grant Revenue	1,008,382	1,600,000	1,200,000
Total	1,008,382	1,600,000	1,200,000
Appropriated Fund Balance			
Total CJD Fund	1,008,382	1,600,000	1,200,000
Estimated Unencumbered Fund Balance 9-30-18			(7,950)
809 Department of Justice Fund			
Intergovernmental Revenue			
40532 Grant Revenue	74,174	700,000	800,000
Total	74,174	700,000	800,000
Other Revenue			
45001 Investment Interest	620	900	-
Total	620	900	-
Appropriated Fund Balance			
Total DOJ Fund	74,794	700,900	800,000
Estimated Unencumbered Fund Balance 9-30-18			71,071
810 Substance Abuse & Mental Health Service Fund			
Intergovernmental Revenue			
40532 Grant Revenue	382,356	1,000,000	900,000
Total	382,356	1,000,000	900,000
Appropriated Fund Balance			
Total SAMHSA Fund	382,356	1,000,000	900,000
Estimated Unencumbered Fund Balance 9-30-18			-

	Fiscal Year 2018 Annualized	Fiscal Year 2018 Budget	Fiscal Year 2019 Projection
811 Comprehensive Energy Assistance Program Fund			
Intergovernmental Revenue			
40532 Grant Revenue	1,819,000	3,000,000	3,000,000
Total	1,819,000	3,000,000	3,000,000
Appropriated Fund Balance			
Total CEAP Fund	1,819,000	3,000,000	3,000,000
Estimated Unencumbered Fund Balance 9-30-18			(10,803)
812 Ryan White Fund			
Intergovernmental Revenue			
40532 Grant Revenue	3,079,615	1,000,000	-
Total	3,079,615	1,000,000	-
Appropriated Fund Balance			
Total Ryan White Fund	3,079,615	1,000,000	-
Estimated Unencumbered Fund Balance 9-30-18			722
814 Department of Transportation Fund			
Intergovernmental Revenue			
40532 Grant Revenue	120,481	600,000	480,000
Total	120,481	600,000	480,000
Appropriated Fund Balance			
Total DOT Fund	120,481	600,000	480,000
Estimated Unencumbered Fund Balance 9-30-18			(4,770)
815 Community Infrastructure Economic Development Fund			
Intertund Transfers			
43000 Transfers In	-	-	1,000,000
Total	-	-	1,000,000
Appropriated Fund Balance			
Total CIED Fund	-	-	1,000,000
Estimated Unencumbered Fund Balance 9-30-18			(1,444,790)
816 Emergency Solutions Grant Fund			
Intergovernmental Revenue			
40532 Grant Revenue	24,861	178,000	150,000
Total	24,861	178,000	150,000
Appropriated Fund Balance			
Total Emergency Solutions Grant Fund	24,861	178,000	150,000
Estimated Unencumbered Fund Balance 9-30-18			3



COUNTY OF BEXAR

PUBLIC WORKS DEPARTMENT

233 N. Pecos La Trinidad, Suite 420
San Antonio, Texas 78207-3188
Main 210-335-6700 Fax 210-335-6713

TO: Commissioner's Court

FR: Thuan Treon
Chairman, Vehicle Replacement Committee

DT: July 10, 2018

RE: Recommended Vehicle Replacements for FY2018-19 Budget Year

1. Vehicles on attached listing are recommended for replacement during the FY2018-19 budget year. The following criteria were used for selecting eligible replacement vehicles:
 - General Purpose Vehicles - Eight Years or 100,000 Miles
 - Patrol Vehicles (Automobile/Sports Utility Vehicles) - Five Years or 100,000 Miles
 - Patrol Motorcycles - Five Years or 55,000 Miles
 - Pickups (Gasoline) - Ten Years or 100,000 Miles
 - Pickups (Diesel) - Ten Years or 125,000 Miles
 - Sports Utility Vehicles - Eight Years or 100,000 Miles
 - Vans - Eight Years or 100,000 Miles

2. The Vehicle Replacement Committee also considered the following to determine which vehicle was the best eligible vehicle to replace:
 - Total Maintenance Cost
 - Cost per Mile
 - Uneconomically Repairable (Excessive Downtime/Excessive Maintenance Cost)
 - Employee Safety
 - Public Safety

3. If you have any questions concerning this listing, please contact me at (210) 335-7101.

Thuan Treon
Fleet Manager
Bexar County Public Works Department

FY2018-19 Approved Replacement Vehicles

Unit #	VIN	License #	Year	Make	Model	Department	Division	In Service	Latest	Start	End	Year2	Days	Mile	6 mo.	12 mo.	Mech.	CPM	Remarks
6125	2FABP7BVXAX115235	1092579	2010	FORD	CROWN VICTORIA	CONSTABLE PCT 1	TRAFFIC SAFETY	3/5/2010	3/20/2018	46528	96457	49,929	806	61.95	107731	119068	6,519.65	13.06	Convert to Tahoe
6269	1GNLC2E03ER227668	1183535	2014	CHEVROLET	TAHOE	CONSTABLE PCT 3	TRAFFIC SAFETY	4/17/2014	3/27/2018	25785	116679	90,894	806	112.77	137203	157841	12,424.87	13.67	
6265	1GNLC2E00ER222850	1175329	2014	CHEVROLET	TAHOE	CONSTABLE PCT 3	TRAFFIC SAFETY	2/27/2014	3/20/2018	29083	100356	71,273	806	88.43	116450	132632	12,736.75	17.87	
6316	1GNLCDEC3HR238910	1374917	2017	CHEVROLET	TAHOE	CONSTABLE PCT 3	CONSTABLE PCT 3												Total Loss 7/5/2018
5141	1FT7W2B6XCEA16868	1124860	2012	FORD	F-250	FIRE MARSHAL OEM	FIRE MARSHAL	9/22/2011	3/27/2018	69236	116023	46,787	806	58.05	126588	137211	5,519.13	11.8	
5153	1FTFW1ET8CKD45173	BL88893	2012	FORD	F-150	FIRE MARSHAL FIRE CO	FIRE MARSHAL	4/10/2012	1/19/2018	47358	84692	37,334	806	46.32	93122	101599	11,870.08	31.79	Convert to Expedition
6191	2FMDK3GC7EBA84025	1186508	2014	FORD	EDGE	JUVENILE PROBATION	JUVENILE PROBATION	6/24/2014	2/12/2018	20498	125962	105,464	806	130.85	149776	173722	3,792.55	3.6	
6199	1FBNE3BL2ADA06493	1084636	2010	FORD	VAN	JUVENILE CTR	JUVENILE CTR	9/30/2009	3/8/2018	73787	105215	31,428	806	38.99	112312	119447	2,242.45	7.14	
10056	2G1WA5E36G1120397	1328673	2016	CHEVROLET	IMPALA	JUVENILE PROBATION	JUVENILE PROBATION												Total Loss 2/2/2018
1657	1FTVX1EV6AKE01411	1100865	2010	FORD	F-150	PUBLIC WORKS	JUDSON SERVICE CENTER	5/26/2010	3/13/2018	63399	124238	60,839	806	75.48	137976	151789	4,178.55	6.87	
1629	1FTFX1EVXAF15104	1100850	2010	FORD	F-150	PUBLIC WORKS	CAGNON SERVICE CENTER	9/8/2009	3/29/2018	73069	116856	43,787	806	54.33	126743	136685	3,035.97	6.93	
1624 (Diesel)	1FDSW3ER0AEA16392	1100853	2010	FORD	F-350	PUBLIC WORKS	JUDSON SERVICE CENTER	9/3/2009	12/6/2017	84857	112446	27,589	806	34.23	118676	124940	13,394.80	48.55	Convert to Gas
1646 (Diesel)	1FDWW3GR2AEB25726	1384832	2010	FORD	F-350	PUBLIC WORKS	SOUTHTON SERVICE CENTER	3/19/2010	3/8/2018	62289	111502	49,213	806	61.06	122615	133788	10,142.12	20.61	Convert to Gas
1600 (Diesel)	1FDXW46R68EE43189	1318639	2008	FORD	F-450	PUBLIC WORKS	SOUTHTON SERVICE CENTER	8/30/2008	3/6/2018	68871	107408	38,537	806	47.81	116110	124860	20,971.57	54.42	Convert to Gas
1541 (Diesel)	1FDSW34R58EA70220	1030154	2008	FORD	F-350	PUBLIC WORKS	SOUTHTON SERVICE CENTER	7/18/2007	3/21/2018	76404	107054	30,650	806	38.03	113975	120934	9,050.07	29.53	Convert to Gas
1475 (Diesel)	1FDSW34P16EC37300	1271065	2006	FORD	F-350	PUBLIC WORKS	SOUTHTON SERVICE CENTER	6/7/2006	1/24/2018	71849	107049	35,200	806	43.67	114997	122989	10,685.37	30.36	Convert to Gas
1595 (Diesel)	1FTWW30R78EE43186	1342077	2008	FORD	F-350	PUBLIC WORKS	SOUTHTON SERVICE CENTER	8/20/2008	3/21/2018	71708	105899	34,191	806	42.42	113620	121383	6,964.56	20.37	Convert to Gas
1524 (Diesel)	1FDSW34R78EA70218	1236371	2008	FORD	F-350	PUBLIC WORKS	CAGNON SERVICE CENTER	5/1/2007	2/2/2018	68212	100500	32,288	806	40.06	107791	115122	8,083.55	25.04	Convert to Gas
1582	1FMCU49H48KE46018	1291299	2008	FORD	ESCAPE	PUBLIC WORKS	MAIN OFFICE	7/8/2008	2/22/2018	67456	95608	28,152	806	34.93	101965	108357	2,317.52	8.23	Convert to F-150, 4x4, V-8
6365	1FDBF2A6XDEA63956	1161061	2013	FORD	F-250	PUBLIC WORKS	ANIMAL CONTROL	8/15/2013	1/12/2018	35976	89244	53,268	806	66.09	101272	113367	5,846.09	10.97	
8536	1GNLC2E02ER187003	1341190	2014	CHEVROLET	TAHOE	SHERIFF	PATROL	6/30/2014	3/29/2018	15380	187598	172,218	806	213.67	226486	265588	30,302.61	17.6	Placed into Active Fleet and Replace Accordingly
8506	1GNLC2E09DR353273	1170043	2013	CHEVROLET	TAHOE	SHERIFF	PATROL	10/7/2013	2/15/2018	85493	168289	82,796	806	102.72	186985	205783	12,815.14	15.48	Placed into Active Fleet and Replace Accordingly
9956	3GCPCREA5DG327491	HWX2191	2013	CHEVROLET	SILVERADO	SHERIFF	CRIMINAL INVESTIGATION	5/28/2013	3/22/2018	41196	139505	98,309	806	121.97	161704	184025	6,777.53	6.89	
9887	2FAFP73V46X162607	CDY2410	2006	FORD	CROWN VICTORIA	SHERIFF	CRIMINAL INVESTIGATION	6/27/2006	3/13/2018	103539	135386	31,847	806	39.51	142577	149808	4,302.51	13.51	Placed into Active Fleet and Replace Accordingly - Convert to Tahoe
9576	2FAHP71V29X140802	HNK9311	2009	FORD	CROWN VICTORIA	SHERIFF	JUDICIAL SERVICES	6/10/2009	3/15/2018	101908	132930	31,022	806	38.49	139935	146978	4,768.06	15.37	Placed into Active Fleet and Replace Accordingly - Convert to Tahoe
8488	1GNLCDEC0GR257686	1340710	2016	CHEVROLET	TAHOE	SHERIFF	PATROL	5/12/2016	3/23/2018	4200	128452	124,252	806	154.16	156509	184720	18,305.15	14.73	
9924	1FBSS3BL5CDB14444	1145457	2012	FORD	VAN	SHERIFF	ADULT DETENTION CENTER	7/2/2012	3/19/2018	43199	126196	82,997	806	102.97	144937	163781	11,586.51	13.96	
8462	1GNLC2EC1FR691022	1270841	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	10/1/2015	3/13/2018	6364	120311	113,947	806	141.37	146041	171912	21,775.57	19.11	
8490	1GNLCDEC1GR257793	1340825	2016	CHEVROLET	TAHOE	SHERIFF	PATROL	5/18/2016	2/26/2018	2650	118875	116,225	806	144.2	145119	171508	17,367.02	14.94	
8436	1GNLC2ECXFR691634	1261170	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	9/3/2015	3/21/2018	11422	118193	106,771	806	132.47	142303	166545	21,494.20	20.13	
8311	1FTYE1CM6GKA75163	1341026	2016	FORD	VAN	SHERIFF	JUDICIAL SERVICES	6/27/2016	3/23/2018	4701	117230	112,529	806	139.61	142640	168189	6,049.03	5.38	
8464	1GNLC2EC6FR688276	1270843	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	10/7/2015	3/16/2018	4273	116953	112,680	806	139.8	142397	167981	15,377.39	13.65	
9298	3GCPCREC0EG378691	DBJ4548	2014	CHEVROLET	SILVERADO	SHERIFF	PATROL	2/28/2014	3/26/2018	40964	116258	75,294	806	93.42	133260	150355	6,355.34	8.44	
8442	1GNLC2EC3FR686226	1263324	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	9/10/2015	2/12/2018	7300	115991	108,691	806	134.85	140534	165212	13,055.06	12.01	
8460	1GNLC2EC9FR691673	1270839	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	10/1/2015	3/8/2018	173	115514	115,341	806	143.1	141559	167747	20,119.68	17.44	
8494	1GNLCDEC7GR263047	1340921	2016	CHEVROLET	TAHOE	SHERIFF	PATROL	6/3/2016	3/22/2018	56	114630	114,574	806	142.15	140502	166515	14,174.17	12.37	
9614	1FAHP2DW6BG185616	CV2G032	2011	FORD	TAURUS	SHERIFF	CRIMINAL INVESTIGATION	6/28/2011	2/15/2018	62890	113412	50,522	806	62.68	124820	136291	6,947.93	13.75	
9226	1FAHP2D81DG206568	BPF5133	2013	FORD	TAURUS	SHERIFF	CRIMINAL INVESTIGATION	3/11/2013	3/13/2018	28372	112427	84,055	806	104.29	131407	150492	5,484.21	6.52	
9709	1FAHP2DW0BG187443	CZ6B710	2011	FORD	TAURUS	SHERIFF	CRIMINAL INVESTIGATION	7/20/2011	2/1/2018	60422	112215	51,793	806	64.26	123910	135670	3,865.78	7.46	
8461	1GNLC2EC8FR691809	1270840	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	10/1/2015	3/26/2018	1393	108068	106,675	806	132.35	132156	156376	13,339.13	12.5	
9168	2G1WA5EK6A1221177	BT6Y504	2010	CHEVROLET	IMPALA	SHERIFF	CRIMINAL INVESTIGATION	4/15/2010	2/2/2018	73777	107034	33,257	806	41.26	114544	122095	4,409.80	13.26	
9706	1FAHP2DW4BG185615	CX1H115	2011	FORD	TAURUS	SHERIFF	CRIMINAL INVESTIGATION	7/19/2011	1/22/2018	72265	104292	32,027	806	39.74	111524	118796	2,678.94	8.36	
9592	2G1WF5EK7B1263294	CT1S839	2011	CHEVROLET	IMPALA	SHERIFF	CRIMINAL INVESTIGATION	4/21/2011	1/19/2018	62429	103801	41,372	806	51.33	113143	122536	4,232.87	10.23	
8469	1GNLC2EC5FR685837	GHX5089	2015	CHEVROLET	TAHOE	SHERIFF	MENTAL HEALTH	10/23/2015	3/23/2018	5304	103766	98,462	806	122.16	125999	148355	7,988.57	8.11	
9946	2G1WF5E3XD1136468	BBY5135	2013	CHEVROLET	IMPALA	SHERIFF	JUDICIAL SERVICES	9/28/2012	3/23/2018	60617	103243	42,626	806	52.89	112868	122546	4,484.96	10.52	
9725	2G1WF5E3XC1127851	CZ6B711	2011	CHEVROLET	IMPALA	SHERIFF	CRIMINAL INVESTIGATION	9/6/2011	1/11/2018	57902	103099	45,197	806	56.08	113305	123567	3,945.15	8.73	
9726	2G1WF5E33C1127707	CZ6B712	2011	CHEVROLET	IMPALA	SHERIFF	CRIMINAL INVESTIGATION	9/6/2011	3/8/2018	66835	102967	36,132	806	44.83	111126	119330	3,103.73	8.59	
8439	1GNLC2EC5FR688737	1263321	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	9/10/2015	3/21/2018	8145	102760	94,615	806	117.39	124125	145607	11,832.04	12.51	
9708	1FAHP2DW6BG190184	CZ6B713	2011	FORD	TAURUS	SHERIFF	CRIMINAL INVESTIGATION	7/20/2011	12/21/2017	65211	102488	37,277	806	46.25	110905	119369	3,847.96	10.32	
8569	1GNLC2E00ER188487	DPP7562	2014	CHEVROLET	TAHOE	SHERIFF	PATROL	7/22/2014	3/15/2018	16632	102347	85,715	806	106.35	121702	141163	9,957.37	11.62	
8434	1GNLC2EC9FR690278	1261168	2015	CHEVROLET	TAHOE	SHERIFF	PATROL	9/3/2015	3/29/2018	2100	102214	100,114	806	124.21	124820	147551	12,108.34	12.09	
9615	1FMJU1G5XBEF36696	1122280	2011	FORD	EXPEDITION	SHERIFF	CRIMINAL INVESTIGATION	7/21/2011	1/25/2018	46115	101960	55,845	806	69.29	114570	127250	6		

Approved FY 2018-19 Take-home Vehicles

Office or Department	Position/Rank	Unit Number	Year	Make	Model
Constable Pct. 4	Chief Deputy	6185	2017	Chevrolet	Tahoe
Facilities Management	Division Chief	4107	2012	Ford	Ranger
Facilities Management	Division Chief	4201	2016	Chevrolet	Silverado
Fire Marshal	Chief Inspector	5150	2012	Ford	F-150
Fire Marshal	Chief Investigator	6511	2016	Ford	F-250
Fire Marshal	Deputy Fire Marshal	5147	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	5148	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	5149	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	5151	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	5152	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	5153	2012	Ford	F-150
Fire Marshal	Deputy Fire Marshal	6500	2014	Ford	F-250
Fire Marshal	Deputy Fire Marshal	6501	2014	Ford	Explorer
Fire Marshal	Deputy Fire Marshal	6502	2015	Ford	Explorer
Fire Marshal	Deputy Fire Marshal	6504	2015	Ford	Explorer
Fire Marshal	Deputy Fire Marshal	6505	2014	Ford	F-250
Fire Marshal	Deputy Fire Marshal	6506	2015	Ford	F-250
Fire Marshal	Deputy Fire Marshal	6507	2015	Ford	F-250
Fire Marshal	Deputy Fire Marshal	6508	2015	Ford	F-250
Fire Marshal	Deputy Fire Marshal	6509	2015	Ford	Explorer
Fire Marshal	Fire Marshal	6510	2016	Ford	F-150
Heritage & Parks	Parks Manager	4116	2015	Ford	F-150
Office of Emergency Management	Assist. Emergency Management Coordinator	6428	2014	Ford	Explorer
Office of Emergency Management	Emergency Management Coordinator	6420	2014	Chevrolet	Tahoe
Office of Emergency Management	Emergency Management Specialist	5162	2013	Ford	F-250
Public Works	Assistant Superintendent	1629	2009	Ford	F-150
Public Works	Assistant Superintendent	1630	2009	Ford	F-150
Public Works	Assistant Superintendent	1656	2010	Ford	F-150
Public Works	Assistant Superintendent	1657	2010	Ford	F-150
Public Works	Assistant Superintendent	1752	2010	Ford	F-150
Public Works	Assistant Superintendent	1780	2014	Ford	F-150
Public Works	Chief Storm Water Inspector	5177	2015	Ford	F-150
Public Works	Civil Engineering Assistant	5182	2016	Ford	F-150
Public Works	Construction Inspector I	5145	2011	Ford	F-150
Public Works	Construction Inspector I	5159	2015	Ford	F-150
Public Works	Construction Inspector I	5169	2014	Ford	F-150
Public Works	Construction Inspector I	5174	2014	Ford	F-150

Approved FY 2018-19 Take-home Vehicles

Office or Department	Position/Rank	Unit Number	Year	Make	Model
Public Works	Construction Inspector II	5132	2010	Ford	F-150
Public Works	Construction Inspector II	5168	2013	Ford	F-150
Public Works	Construction Inspector II	5178	2016	Ford	F-150
Public Works	Construction Inspector II	5180	2015	Ford	F-150
Public Works	Director/County Engineer	5173	2015	GMC	Yukon
Public Works	Division Chief	5155	2012	Ford	Expedition
Public Works	Engineering Services Manager	5172	2014	Ford	Explorer
Public Works	Environmental Engineer	5160	2013	Ford	F-150
Public Works	Project Coordinator	1582	2008	Ford	Escape
Public Works	Senior Construction Inspector	5181	2013	Ford	F-150
Public Works	Superintendent	1609	2009	Ford	F-150
Public Works	Superintendent	1658	2010	Ford	F-150
Public Works	Superintendent	1751	2013	Ford	F-150
Public Works	Superintendent	1811	2016	Ford	F-150
Public Works	Traffic Safety Coordinator	5139	2011	Ford	F-150
Public Works - Animal Control	Animal Control Officer	6364	2013	Ford	F-250
Public Works - Animal Control	Animal Control Officer	6365	2013	Ford	F-250
Public Works - Animal Control	Animal Control Officer	6367	2016	Ford	F-250
Public Works - Animal Control	Senior Animal Control Officer	6368	2016	Ford	F-250

Calendar Year 2019 HOLIDAY SCHEDULE

HOLIDAY	DAY OF THE WEEK	DATE
New Year's Day	Tuesday	01 January 2019
Martin Luther King, Jr. Day	Monday	21 January 2019
President's Day	Monday	18 February 2019
Good Friday	Friday	19 April 2019
Battle of Flowers	Friday	26 April 2019
Memorial Day	Monday	27 May 2019
Independence Day	Thursday	04 July 2019
Labor Day	Monday	02 September 2019
Veteran's Day	Monday	11 November 2019
Thanksgiving	Thursday	28 November 2019
Friday after Thanksgiving	Friday	29 November 2019
Christmas Day	Wednesday	25 December 2019

Elected Officials' Salaries

Local Government Code Section 152.013 states that the Commissioners Court sets the salaries and allowances of elected officials as part of the regular budget process each year.

The following are the salary increases for Elected Officials in the FY 2018-19 Budget:

- Constables Precinct 1 and 2: Current annual salary of \$93,767 increases by \$6,193.31 for a total annual salary of \$99,960.31.
- Constables Precinct 3 and 4: Current annual salary of \$93,767 increases by \$2,813.01 for a total annual salary of \$96,580.01.
- County Clerk: Current annual salary of \$124,611 increases by \$7,588.81 for a total annual salary of \$132,199.81 and an auto allowance of \$6,000.
- County Commissioners: Current annual salary of \$122,567 increases by \$8,726.77 for a total annual salary of \$131,293.77; and an auto allowance of \$9,000.
- County Judge: Current annual salary of \$166,830 increase by \$5,004.90 for a total annual salary of \$171,834.90; and the current auto allowance decreases by \$9,000 for an auto allowance of \$0.
- County Sheriff: Current annual salary of \$148,369 increases by \$10,563.87 for a total annual salary of \$158,932.87.
- Criminal District Attorney: Current annual County supplement salary of \$105,060 increases by \$3,151.80 for a total annual County supplement salary of \$108,211.80 and an auto allowance of \$9,000.
- District Clerk: Current annual salary of \$124,611 increases by \$7,588.81 for a total annual salary of \$132,199.81 and an auto allowance of \$6,000.
- Justices of the Peace, Full-time: Current annual salary of \$117,386 increases by \$5,939.73 for a total annual salary of \$123,325.73.
- Justices of the Peace, Part-time: Current annual salary of \$88,040 increases by \$4,454.82 for a total annual salary of \$92,494.82.
- Tax Assessor-Collector: Current annual salary of \$124,611 increases by \$7,588.81 for a total annual salary of \$132,199.81 and an auto allowance of \$6,000.

Longevity Pay for Probate Court Judges and County Courts-at-Law Judges

Commissioners Court must make monthly longevity payments to Probate Court judges, who have served as a judge of a statutory probate court or a statutory county court for at least 16 years, in an amount equal to the amount of longevity pay a district judge is entitled to receive from the state for equivalent years of service (HB 765).

Probate Court Judges and County Court-at-Law Judges with 16 years of service receive longevity pay in the amount of \$20.00 per month for each year of completed service, not to exceed 16 years of service. This equates to a monthly amount of \$361.68, for an annual total of \$4,340.16. (HB 765; rate effective 9/1/2013)

Supplemental Payments to Probate Court Judges

Probate Court Judges who have continuously served as a Probate Judge or a County Court Judge since August 31, 1995, are entitled to an annual payment equal to the amount of the benefit replacement pay a district judge is entitled to receive from the state not to exceed \$965.25 annually (HB765). For FY 2018-19, Bexar County does not have a Probate Judge eligible for this supplement.

Elected Officials Salaries FY 2018-19

Elected Position	Elected Official	Current Salary	Current Auto Allow	New Base	Auto Allow	Total Salary
Commissioner Court Judge	Wolff, Nelson, W	166,830	9,000	171,834.90	-	171,834.90
Commissioners Court Pct 1	Rodriguez, Sergio, J	122,567	9,000	131,293.77	9,000	140,293.77
Commissioners Court Pct 2	Elizondo, Paul,	122,567	9,000	131,293.77	9,000	140,293.77
Commissioners Court Pct 3	Wolff, Kevin, A	122,567	9,000	131,293.77	9,000	140,293.77
Commissioners Court Pct 4	Calvert, Tommy, R	122,567	9,000	131,293.77	9,000	140,293.77
Constable-Precinct 1	Tejeda, Ruben, C	93,767	-	99,960.31	-	99,960.31
Constable-Precinct 2	Barrientes Vela, Michelle, J	93,767	-	99,960.31	-	99,960.31
Constable-Precinct 3	Vojvodich, Mark, S	93,767	-	96,580.01	-	96,580.01
Constable-Precinct 4	Ramos, Stanley, A	93,767	-	96,580.01	-	96,580.01
County Clerk	Rickhoff, Gerard, C	124,611	6,000	132,199.81	6,000	138,199.81
Criminal District Attorney	La Hood, Nicholas, A	105,060	9,000	108,211.80	9,000	117,211.80
District Clerk	McKinney, Donna, K	124,611	6,000	132,199.81	6,000	138,199.81
Justice of Peace - Pct 1 PI 1	Tejeda, Roberto, A	117,386	-	123,325.73	-	123,325.73
Justice of Peace - Pct 1 PI 2	Rodriguez, Ciro, D	88,040	-	92,494.82	-	92,494.82
Justice of Peace - Pct 2	Vazquez, Roberto, A	117,386	-	123,325.73	-	123,325.73
Justice of Peace - Pct 3 PI 1	Donovan, William, E	117,386	-	123,325.73	-	123,325.73
Justice of Peace - Pct 3 PI 2	Wentworth, Earl, J	88,040	-	92,494.82	-	92,494.82
Justice of Peace - Pct 4 PI 1	Lopez, Rogelio,	117,386	-	123,325.73	-	123,325.73
Justice of Peace - Pct 4 PI 2	Uresti, Yolanda, A	88,040	-	92,494.82	-	92,494.82
Probate Courts	Rickhoff, Tom, E	166,337	-	171,327.11	-	171,327.11
Probate Courts	Cross, Kelly, M	166,337	-	171,327.11	-	171,327.11
Sheriff	Salazar, Javier, O	148,369	-	158,932.87	-	158,932.87
Tax Assessor-Collector	Uresti, Albert, V	124,611	6,000	132,199.81	6,000	138,199.81

Pay Level	Minimum	Midpoint	Maximum
NE-01	\$31,200.00	\$31,596.00	\$32,580.00
	\$2,600.00	\$2,633.00	\$2,715.00
	\$1,300.00	\$1,316.50	\$1,357.50
	\$15.00	\$15.19	\$15.66
NE-02	\$31,392.00	\$31,824.00	\$33,540.00
	\$2,616.00	\$2,652.00	\$2,795.00
	\$1,308.00	\$1,326.00	\$1,397.50
	\$15.09	\$15.30	\$16.13
NE-03	\$31,608.00	\$32,988.00	\$36,456.00
	\$2,634.00	\$2,749.00	\$3,038.00
	\$1,317.00	\$1,374.50	\$1,519.00
	\$15.20	\$15.86	\$17.53
NE-04	\$32,304.00	\$35,628.00	\$40,440.00
	\$2,692.00	\$2,969.00	\$3,370.00
	\$1,346.00	\$1,484.50	\$1,685.00
	\$15.53	\$17.13	\$19.44
NE-05	\$33,000.00	\$38,484.00	\$43,968.00
	\$2,750.00	\$3,207.00	\$3,664.00
	\$1,375.00	\$1,603.50	\$1,832.00
	\$15.87	\$18.50	\$21.14
NE-06	\$35,328.00	\$41,556.00	\$47,796.00
	\$2,944.00	\$3,463.00	\$3,983.00
	\$1,472.00	\$1,731.50	\$1,991.50
	\$16.98	\$19.98	\$22.98
NE-07	\$37,476.00	\$44,892.00	\$52,296.00
	\$3,123.00	\$3,741.00	\$4,358.00
	\$1,561.50	\$1,870.50	\$2,179.00
	\$18.02	\$21.58	\$25.14
NE-08	\$39,996.00	\$48,480.00	\$56,964.00
	\$3,333.00	\$4,040.00	\$4,747.00
	\$1,666.50	\$2,020.00	\$2,373.50
	\$19.23	\$23.31	\$27.39
NE-09	\$43,200.00	\$52,356.00	\$61,524.00
	\$3,600.00	\$4,363.00	\$5,127.00
	\$1,800.00	\$2,181.50	\$2,563.50
	\$20.77	\$25.17	\$29.58

Pay Level	Minimum	Midpoint	Maximum
NE-10	\$46,080.00	\$56,544.00	\$67,008.00
	\$3,840.00	\$4,712.00	\$5,584.00
	\$1,920.00	\$2,356.00	\$2,792.00
	\$22.15	\$27.18	\$32.22
NE-11	\$49,464.00	\$61,068.00	\$72,672.00
	\$4,122.00	\$5,089.00	\$6,056.00
	\$2,061.00	\$2,544.50	\$3,028.00
	\$23.78	\$29.36	\$34.94
NE-12	\$53,100.00	\$65,952.00	\$78,816.00
	\$4,425.00	\$5,496.00	\$6,568.00
	\$2,212.50	\$2,748.00	\$3,284.00
	\$25.53	\$31.71	\$37.89
NE-13	\$57,336.00	\$71,232.00	\$85,116.00
	\$4,778.00	\$5,936.00	\$7,093.00
	\$2,389.00	\$2,968.00	\$3,546.50
	\$27.57	\$34.25	\$40.92



COUNTY OF BEXAR COUNTY CLERK

Fiscal Year 2018-19 Annual Records Archive Preservation & Restoration Plan

EXECUTIVE SUMMARY

The majority of permanent records in the custody of the Bexar County Clerk are paper-based. Although many of these permanent records have been preserved or restored, as well as digitized over the past fourteen years, there remains many more permanent records covering over one hundred years and multiple areas that need to be preserved. These records are accessed on a daily basis by the public and are vulnerable to loss by theft, wear and tear, and environmental decay.

With no cost to the Bexar County general fund, these records will be preserved by utilizing the revenue collected by way of the Records Archive Fee, covering the cost of imaging the paper-based documents and preserving the handwritten ones by encapsulation. In addition, to preserving the documents, the images can be added to our existing imaging system improving customer service by offering a wider range of documents on the internet.

INTRODUCTION

The Fiscal Year 2018-19 Annual Records Archive Preservation & Restoration Plan serves to satisfy the following objective: the plan satisfies the statutory requirement set out in Texas Local Government Code 118.025(g) for the expenditure of revenues collected by the Records Archive Fee [LGC 118.011(f)] authorized by the Bexar County Commissioners Court as part of the budgetary process [LGC 118.025(b)].

The Bexar County Clerk is currently authorized to collect a records archive fee of \$10.00 when recording a real property document into the public record. The revenue generated from the collection of a fee under this section may be expended only for the preservation and restoration of the County Clerk's records archive, which include public documents the County Clerk shall designate subject to approval by the Commissioners Court in a public meeting [LGC Sec. 118.025(e)].

DESIGNATED RECORDS ARCHIVE

The Bexar County Clerk's Office hereby designates the following public documents as the records archive in accordance with Texas Local Government Code Sec. 118.025(e): (1) all public documents in the care of the County Clerk that have a permanent retention period as designated by schedules issued by the Texas State Library and Archives Commission, and (2) public documents that have a historical value to Bexar County and the South Texas region.

Specifically, the retention schedules issued by the Texas State Library and Archives Commission of concern to this plan are listed below and attached to this plan.

- Schedule CC (Records of County Clerks)
 - Part 1: County Clerk as Clerk to Commissioners Court
 - Part 2: County Clerk as Recorder
 - Part 3: County Clerk as Clerk of County Court
 - Part 4: Official Public Records of County Clerks
 - Part 5: Records of the County Surveyor
 - Part 6: Records of the County Superintendent of Schools

- Schedule EL (Records of Elections and Voter Registration)
 - Part 1: Election Records
 - Part 2: Records of Candidacy and Campaign Finance
 - Part 3: Voter Registration Records
- Schedule GR (Records of Common to All Governments)
 - Part 1: Administrative Records
 - Part 2: Financial Records
 - Part 3: Personnel and Payroll Records
 - Part 4: Support Services Records
 - Part 5: Electronic Data Processing Records

Other records that have been deemed to have a historical value to Bexar County and the South Texas region include:

- These documents are to be determined upon exploration of the archived records. Such records will then be presented to the Commissioners Court for approval.
- The Bexar Archives; Spanish and Mexican era 1717-1836.

ANNUAL PLAN FOR FISCAL YEAR 2018-19

The following plan details the preservation and restoration activities to be carried out by the Bexar County Clerk's Office on public documents approved as part of the records archive from October 1, 2018 through September 30, 2019. It is understood that due to deliverable based contracts with vendors for services provided during this period, payment may be accrued beyond the September 30, 2019 end-date to allow for validation and verification periods.

- Bexar Archives Originals; Spanish and Mexican era 1717-1836
 - Dismantle, Flatten, Surface clean
 - Remove old repairs, mend and repair pages
 - De-acidification (Archival Polyester sealant for Photostat negatives)
 - Encapsulate into Archival Polyester sleeves
 - Image every page full color-minimum 600 dpi in full color
 - Create archival 16MM microfilm and security backup microfilm
 - Bind into Archival fireproof binder
 - Create Index
- Bexar Archives Translations; Spanish and Mexican era 1717-1836
 - Image every page and tag
 - Create archival 16MM microfilm and security backup microfilm
 - Recreate
 - Rebind into a New Archival binder
- Bexar Archives Original Books; Spanish and Mexican era 1717-1836
 - De-acidification (Archival Polyester sealant for Photostat negatives)
 - Encapsulate into Archival Polyester sleeves
 - Image every page full color-minimum 600 dpi in full color
 - Create archival 16MM microfilm and security backup microfilm
 - Bind into Archival fireproof binder
 - Create Index

- Builders and Mechanics Liens Volumes A-Z / Plat Books / Road Minutes
 - Dismantle, Flatten, Surface clean
 - Remove old repairs, mend and repair pages
 - De-acidification (Archival Polyester sealant for Photostat negatives)
 - Encapsulate into Archival Polyester sleeves
 - Image every page
 - Create archival 16MM microfilm and security backup microfilm
 - Bind into Archival fireproof binder
 - Create Index

Books (e.g. Civil, Criminal, Probate and School Minutes)

- Dismantle, Flatten, Surface clean
 - Remove old repairs, mend and repair pages
 - De-acidification (Archival Polyester sealant for Photostat negatives)
 - Encapsulate into Archival Polyester sleeves
 - Image every page
 - Create archival 16MM microfilm and security backup microfilm
 - Bind into Archival fireproof binder
 - Create Index
- Original Probate Cases (1900-1945)
 - Dismantle, Flatten, Surface clean
 - Remove old repairs, mend and repair pages
 - De-acidification (Archival Polyester sealant for Photostat negatives)
 - Encapsulate into Archival Polyester sleeves
 - Image every page
 - Rebind into a New Archival fireproof binder
 - Create Index

- Microfilm

- Convert scanned images to microfilm
 - Official Public Records

- Facilities Maintenance

- Increase climate control to match industry standards

- Miscellaneous

- Records Center Shelving
- Supplies needed to prepare microfilm for storage
- Test for Disaster Preparedness
- Address physical and digital security to the records
 - RFID Tags and Scanners to monitor the physical location of records:
 - Spanish Archives
 - Records Center
 - All books within the County Clerk's Office
- Equipment
 - Kiosk (Public Notices)

PROPOSED RECORDS ARCHIVE BUDGET FOR FISCAL YEAR 2018-19

To date, the available estimated balance for Fund 200 (Bexar County Clerk Records Management Fund) has accumulated over \$24 million, over half of which can be attributed to revenue collected by the records archive fee. Fund 200 will continue to accumulate through the current Fiscal Year. The Bexar County Clerk’s Office requests a proposed budget of \$21,117,000 for preservation and restoration activities to the approved records archive documents. The table below provides a proposed itemized budget by project. The Bexar County Clerk’s Office requests the approval of the total requested amount as a not to exceed allocation so that any savings from a project can be applied to another project with a cost estimate that is too conservative.

Project	Estimated Cost
Bexar Archives Originals & Translations; Spanish and Mexican era 1717-1836	\$3,600,000
Builders and Mechanics Liens Volumes A-Z / Plat Books / Road Minutes	\$ 500,000
Books (e.g. Civil, Criminal, Probate and School Minutes)	\$ 800,000
Original Probate Cases (early 1900’s)	\$15,837,000
Microfilm	\$100,000
Facilities Maintenance	\$ 100,000
Miscellaneous	\$180,000
Total	\$21,117,000

RECOMMENDED ACTION

The Bexar County Clerk’s Office requests the Bexar County Commissioners Court approve the Fiscal Year 2018-19 Annual Records Archive Preservation & Restoration Plan in accordance with Texas Local Government Code Sections 118.011(f) and 118.025.



Donna Kay McKinney
DISTRICT CLERK

Bexar County Preservation and Restoration Records Plan for the Bexar County District Clerk

Summary

The purpose of the Preservation and Restoration Records Plan is to define how the funds generated from the collection of the district court records technology fund, as authorized in the Texas Government Code Section 51.305, will be utilized and expended for the preservation and restoration of the Bexar County District Court permanent records. This “Plan” will govern all permanent documents regardless of media.

Goal

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 1836 through 1950, 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.”

SCOPE

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, or 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 1950, 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, when required, to advertise a Request for Proposal to solicit competitive proposals for these preservation and restoration services.

ORDER § IN THE DISTRICT COURTS
 § BEXAR COUNTY, TEXAS
 §



**ORDER APPROVING COUNTY AUDITOR BUDGET
AND SALARIES OF ASSISTANT COUNTY AUDITORS,
AND COURT REPORTERS AND AUXILIARY COURT
REPORTERS**

On the 7th day of August, A.D., 2018 at ^{4:10}~~4:05~~ p.m., a public hearing was held in the Presiding District Courtroom, Bexar County Courthouse, Bexar County, Texas, regarding the County Auditor's Budget, and the setting of the salaries of the Assistant County Auditors, Court Reporters and Auxiliary Court Reporters of the District Courts for Fiscal Year October 1, 2018 through September 30, 2019.

Notice of the hearing was published in the San Antonio Express-News on Monday, July 23rd, 2018, as required by Section 152.905, Local Government Code.

A quorum being present, the hearing was convened by Judge Peter Sakai, Local Administrative Judge. The proceedings were recorded by Luis Duran, Official Court Reporter for the 73rd District Court, subsequently transcribed and maintained as a public record, as required by law.

No citizen spoke regarding the County Auditor Budget, or the salaries set forth therein, or the Court Reporter salaries to be paid. After discussion, a motion was made, seconded and approved as outlined below.

COUNTY AUDITOR BUDGET

The application of the County Auditor for the Proposed Budget for fiscal year October 1, 2018, through September 30, 2019, as presented on the above-referenced date is hereby **GRANTED AND APPROVED**. The Salary Ranges by Classification Plan (included in this budget) is to serve as a guide for periodic salary adjustments within each job classification until the maximum is reached. The salary ranges are to be adjusted for any annual cost of living adjustments granted by the Bexar County Commissioners Court.

Because it is necessary for the accounting and audit work in the office of the County Auditor to be done as it is received from the various departments and the necessity of making employments when suitable persons are available, the County Auditor is hereby given the following authority:

2018-08-08 10:10 AM VOL 4 PAGE 1190

Michael E. Mery
Michael Mery, Judge
37th District Court

Stephani A. Walsh
Stephani Walsh, Judge
45th District Court

Antonia Arteaga
Antonia Arteaga, Judge
57th District Court

David A. Canales
David A. Canales, Judge
73rd District Court

Norma Gonzales
Norma Gonzales, Judge
131st District Court

Lorina Rummel
Lorina Rummel, Judge
144th District Court

Renée A Yanta
Renée Yanta, Judge
150th District Court

Laura Salinas
Laura Salinas, Judge
166th District Court

Catherine Torres-Stahl
Catherine Torres-Stahl, Judge
175th District Court

Jefferson Moore
Jefferson Moore, Judge
186th District Court

Joey Contreras
Joey Contreras, Judge
187th District Court

Cathleen Stryker
Cathleen Stryker, Judge
224th District Court

Peter Sakai
Peter Sakai, Judge
225th District Court

Sid L. Harle
Sid L. Harle, Judge
226th District Court

Kevin M. O'Connell
Kevin M. O'Connell, Judge
227th District Court

Richard Price
Richard Price, Judge
285th District Court

70776

08-10-2018 08:10:30 AM

Sol Casseb III

Sol Casseb III, Judge
288th District Court

Melisa Skinner

Melisa Skinner, Judge
290th District Court

Arcelia Trevino

Arcelia Trevino, Judge
386th District Court

Karen H. Pozza

Karen H. Pozza, Judge
407th District Court

Lisa K. Jarrett

Lisa K. Jarrett, Judge
436th District Court

Daphne Previti Austin

Daphne Previti Austin, Judge
289th District Court

Ron Rangel

Ron Rangel, Judge
379th District Court

Frank Castro

Frank Castro, Judge
399th District Court

Angelica Jimenez

Angelica Jimenez, Judge
408th District Court

Lori I. Valenzuela

Lori I. Valenzuela, Judge
437th District Court

Rosie Alvarado

Rosie Alvarado, Judge
438th District Court



70776

ORDER APPROVING COUNTY AUDITOR BUDGET AND SALARIES OF

COURT REPORTER'S RECORD



**BEXAR COUNTY JUDGES MEETING TO APPROVE
AUDITOR'S BUDGET AND SALARIES FOR
ASSISTANT AUDITORS AND COURT REPORTERS
AND AUXILIARY COURT REPORTERS**

AUGUST 7, 2018

On the 7th day of August, 2018, the following proceedings came on to be heard in the above-entitled matter before the HONORABLE PETER SAKAI, Local Administrative Judge, held in the Presiding District Court, San Antonio, Bexar County, Texas.

Proceedings reported by machine shorthand.

LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

08/16/2018 10:43 AM 100

P R O C E E D I N G S

AUGUST 7, 2018

(Meeting called to order at 4:08 p.m.)

HON. JUDGE SAKAI: I'm Judge Peter Sakai, Local Administrative Judge. I'm calling a meeting to approve the Auditor's budget and salary of the Assistant County Auditor and Court Reporters and Auxiliary Court Reporters for Fiscal Year October 1st, 2018, through September 30, 2019.

At this time we'll go on record. A record is being made by the Official Court Reporter for the --

HON. JUDGE CANALES: 73rd.

HON. JUDGE SAKAI: -- 73rd District Court, Mr. Luis Duran.

I will call the meeting to Order to approve the Auditor's budget and the salary of the Assistant County Auditor, Court Reporters, Auxiliary Court Reporters for the said fiscal year.

It is now 11 -- 4:10 p.m. on August 7, 2018. A notice of this hearing was properly published in the San Antonio Express-News on Monday --

HON. JUDGE ARTEAGA: I'm sorry, Pete. What date was it? Is it --

HON. JUDGE STRYKER: What time is it?

LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

1 HON. JUDGE SAKAI: It's 4:10 p.m.

2 HON. JUDGE ARTEAGA: For what date?

3 HON. JUDGE SAKAI: October -- Sorry.

4 August -- Excuse me. August 7, 2018.

5 HON. JUDGE ARTEAGA: Thank you, Pete.

6 HON. JUDGE SAKAI: I stand corrected.

7 The notice of this meeting was properly
8 published in the San Antonio Express-News on Monday,
9 July 23rd, 2018, as required by Section 152.905 of the
10 Local Government Code.

11 There appears to be a quorum present. Is
12 there any objection to the Court proceeding with a
13 quorum?

14 (No response).

15 HON. JUDGE SAKAI: In addition to the
16 regular members, Susan Yates, the County Auditor, is
17 present to answer any questions concerning the matters
18 to be decided at this meeting.

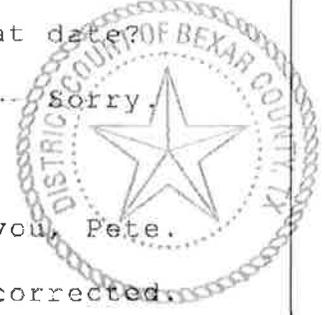
19 At this time, are there any parties of
20 interest, citizens to be heard that wish to be heard at
21 this time?

22 (No response).

23 HON. JUDGE SAKAI: Are there any citizens
24 or interested parties that wish to speak at this public
25 hearing?

LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

2018-07-23 10:04 AM



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(No response).

HON. JUDGE SAKAI: Hearing none, the public portion of this meeting is closed.

I'll ask the County Auditor: Are there any comments you wish to make on your presentation of your County budget?

MS. YATES: I --

HON. JUDGE SAKAI: Let's come forward so that you can --

MS. YATES: I do have copies, if anyone wants a copy.

The budget isn't much different from last year. We're asking for a little more software for internal audit and we need a new time stamp machine. So my budget is pretty simple.

That's about it.

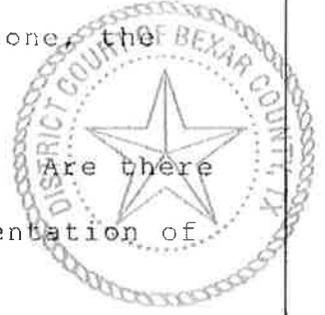
HON. JUDGE SAKAI: Okay. At this time we're going to go off the record to discuss some issues, we will then go back on record.

We're off record.

(Off the record).

HON. JUDGE SAKAI: Okay. We're back on record.

Does anyone have any questions for Ms. Yates?



LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

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(No response) .

HON. JUDGE SAKAI: Hearing none, is there any other discussion?

(No response) .

HON. JUDGE SAKAI: May I have a motion?
And the Chair will recognize Judge

Salinas.

HON. JUDGE SALINAS: I move that the Auditor's budget, as presented for the Fiscal Year October 1st, 2018, through September 30th, 2019, be approved.

HON. JUDGE SAKAI: Do I hear a second?

HON. JUDGE MERY: Second.

HON. JUDGE SAKAI: Judge Mery second.

All those in favor signify by saying "aye."

(All voting members present respond "aye.")

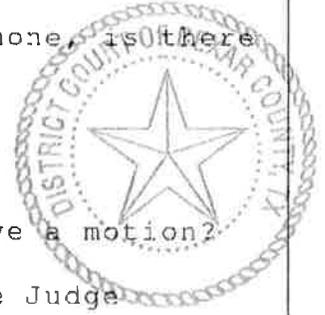
HON. JUDGE SAKAI: If you'd like to signal in opposition?

(No response) .

HON. JUDGE SAKAI: The motion unanimously carries.

It's been moved and seconded and the Auditor's budget should be approved.

Is there any discussion -- Is there a



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1 motion on the salaries of the Assistant Court Reporters
2 [sic] and Auxiliary Court Reporters?

3 The Chair recognizes Judge Jarrett.

4 HON. JUDGE JARRETT: I move that the
5 salaries of the Assistant Auditors and the Court
6 Reporters and Auxiliary Court Reporters, as consented
7 for the Fiscal Year October 1, 2018, through September
8 30th, 2019, be approved.

9 HON. JUDGE SAKAI: Is there a second?

10 HON. JUDGE MERY: Second.

11 HON. JUDGE SAKAI: "Second" is recognized
12 by Judge Mery.

13 All those in favor signify by saying
14 "aye."

15 **(All voting members present respond "aye.")**

16 HON. JUDGE SAKAI: All those opposed
17 signify by saying in like sign.

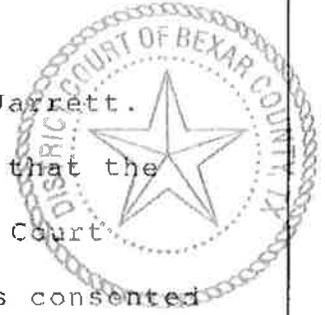
18 **(No response).**

19 HON. JUDGE SAKAI: Motion unanimously
20 carries.

21 It's been moved and seconded that the
22 salaries of the Assistant Auditor and the Court
23 Reporters and the Auxiliary Court Reporters be approved.

24 Is there any further discussion?

25 **(No response).**



LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518.

2018-10-10 10:00 AM

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HON. JUDGE MERY: Mr. Chairman?

HON. JUDGE SAKAI: Yes?

HON. JUDGE MERY: I move that this auspicious meeting come to a close.

HON. JUDGE SAKAI: Is there a second?

HON. JUDGE ARTEAGA: I second.

HON. JUDGE SAKAI: All those in favor?

(All voting members present respond "aye.")

HON. JUDGE SAKAI: Meeting adjourned.

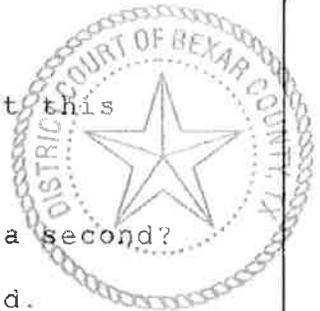
Thank you all very much.

HON. JUDGE SAKAI: Oh! Wait! Wait!
We've got the Order. Don't leave. Those present sign the Order. Ms. Gaines has the Order.

MS. GAINES: I have it over here.

(Meeting adjourned at 4:13 p.m.)

--*-*-*-*-*-*



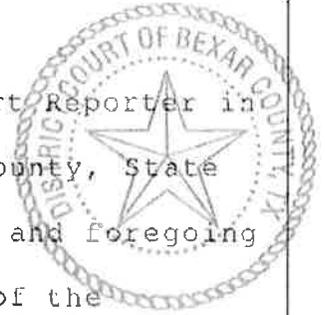
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LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

1 STATE OF TEXAS)

2 COUNTY OF BEXAR)

3 I, LUIS DURAN, JR., Official Court Reporter in
 4 and for the 73rd District Court of Bexar County, State
 5 of Texas, do hereby certify that the above and foregoing
 6 contains a true and correct transcription of the
 7 proceedings held in the above-referenced matter, all of
 8 which occurred in the Presiding District Court of Bexar
 9 County, Texas, and were reported by me.



10 WITNESS MY OFFICIAL HAND this the 16th day of.
 11 August, 2018.

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_____ /s/ Luis Duran, Jr., CSR _____
 LUIS DURAN, JR., CSR 2364 EXPIRES 12/31/18
 73RD DISTRICT COURT, 100 DOLOROSA, 2ND FLOOR
 SAN ANTONIO, TEXAS 78205 (210) 335-2518

LUIS DURAN, JR., CSR - 73RD DISTRICT COURT - (210) 335-2518

2018XX70776

Legal Notices

Legals/Public Notices

NOTICE OF PUBLIC HEARING

In accordance with 152.005 Local Government Code, the District Judges of Bexar County will hold a Public Hearing in the Presiding Courtroom, Bexar County Courthouse at 4:00pm on Tuesday, July 24, 2018 for the purpose of setting the next 7 Assessor Auditors, and Court Reporters. At said time parties in interest and citizens will have an opportunity to be heard.

PUBLIC HEARING

A PUBLIC HEARING WAS HELD BEFORE THE SAN ANTONIO BUILDING STANDARDS BOARD ON July 19, 2018 AT 1901 S. Alamo St. in the Board Room of the Cliff Morton Development and Business Services Center, One S. Loop East, Suite 115, San Antonio, Texas. THE FOLLOWING MATTERS WERE OFFICIALLY DETERMINED BY THE BOARD: 1. THE BELOW PREMISES WERE IN NEED OF DEMOLITION.

ON JULY 19, 2018, THE BSB ORDERED THE STRUCTURES ON THESE PROPERTIES TO BE DEMOLISHED:

- 1203 Gladstone St (main and accessory structure)
30 Day Demolition
438 SW 42nd St (main structure)
30 Day Demolition
212 Valencia Blvd (main structure)
30 Day Demolition
34 Hawthorne St (main and accessory structure #1)
30 Day Demolition

THE FOLLOWING MATTERS:

- 213 Henry St
The Board ordered that the conditions be abated by repair of the main structure and that repairs be completed within (120) days.
2827 Barracy Ave.
30 Day Demolition

Legal Notices

or that the notice has been used by or on behalf of the Plaintiff to ascertain in what county or city the Defendant is, it is ordered that the Defendant appear in Court on August 25, 2018 at 9:00 a.m. It is ordered that this Order of Publication be published once a week for four consecutive weeks in San Antonio Express-News.

Alan Krasnow, Clerk of Court

IABC Notices

NOTICE TO THE PUBLIC

Application has been made with the Texas Alcoholic Beverage Commission for a Wine and Beer Retailer's Permit by Tim Hsu dba Delicious Garden to be located at 2815 N. Loop 1604 E. Suite 115, San Antonio, Bexar Co., Texas, 78232.

Owner-Tim Hsu

NOTICE TO THE PUBLIC

Application has been made with the Texas Alcoholic Beverage Commission for a Mixed Beverage Restaurant Permit with FB by AIKG, LLC dba Andretti Indoor Karting & Games to be located at 5527 N. Loop 1604 W., San Antonio, Bexar Co., Texas 78249.

Defendant's wealth targeted

Extra time sought before incarceration

By Benjamin Weiser NEW YORK TIMES

NEW YORK — When Chinese billionaire Ng Lap Seng was sentenced to four years in prison in May in a wide-ranging bribery case, the judge gave him two months — until July 10 — to begin serving his time.

But as that date approached, Ng's lawyers asked the judge for two additional months, to give Ng "sufficient time to get his complex business affairs in order."

The government objected, arguing that Ng, 70, was trying "to put off prison as long as possible

ed cage, some have called it — a form of bail only a few federal judges in Manhattan have agreed to in recent years.

Nearly a decade ago, Judge Jed Rakoff granted prominent lawyer Marc Dreier \$10 million bail pending trial and allowed him to remain in his East Side apartment, secured by electronic monitoring and armed security guards, paid for by his family. He later pleaded guilty to leading a scheme that defrauded investors of \$700 million.

"Many kinds of bail conditions favor the rich," Rakoff wrote, adding that conversely, many defendants were too poor to afford "even the most modest of bail bonds or financial conditions of release."

"This is a serious flaw in our system."

stages of lengthy negotiations concerning a \$10 billion real estate project that was expected to create 10,000 jobs and had made "significant progress" but was "entering the most complex and precarious stage of the negotiations."

Objecting to the delay, prosecutor Richenthal wrote that Ng's "vast network of real estate businesses" did not entitle him to "special treatment with respect to surrender." Baker responded that Ng was not seeking "special treatment."

The judge denied the request June 25, the same day Ng's lawyers reported that he had been taken the evening before to the emergency room for severe back pain.

Recently, Ng's lawyers asked that he be

Business Editor: 210-250-3259

assure his appearance at trial, Berman also found such a request "unreasonable because it helps to foster inequity and unequal treatment in favor of a very small cohort of criminal defendants who are extremely wealthy, such as Mr. Zarrab."

The government objected to Ng's release. Prosecutor Daniel Richenthal argued that Ng had access to private airplanes and foreign passports and that he was a flight risk.

Judge Broderick, concluding that there were conditions that could assure Ng's appearance in court, granted Ng \$50 million bail, secured by \$20 million in cash, and ordered "home detention" in an apartment, subject to GPS monitoring and an armed security team, at his own expense.

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**COUNTY AUDITOR'S
BUDGET REQUEST FOR THE FISCAL YEAR
OCTOBER 1, 2018 – SEPTEMBER 30, 2019**

Our Mission

"To be an independent and progressive organization recognized for the professionalism in carrying out the County Auditor's duties and responsibilities"

August 7, 2018



**Susan T. Yeatts, C.P.A.
Bexar County Auditor**

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Leo S. Caldera, CIA, CGAP
First Assistant County Auditor



Paul Elizondo Tower
101 W. Nueva, Suite 800
San Antonio, Texas 78205
(210) 335-2301
Fax: (210) 335-2996
AuFrontDesk@bexar.org



Susan T. Yeatts, CPA
BEXAR COUNTY AUDITOR

August 7, 2018

Honorable District Judges
Bexar County, Texas

Dear District Judges:

Respectfully submitted for your consideration and action is the County Auditor's baseline budget of \$5,347,852 for FY 2018-19 which is an increase of \$255,613 from the FY 2017-18 budget.

Personnel services increased \$249,615. Regular salaries have increased \$140,718 due to the 3% cost of living adjustment given by Commissioners Court for FY 2017-18 and two program changes for FY 2018-19. Temporary salaries increased \$1,300 because of an hourly rate increase for FY 2018-19. The rest of the increase, \$107,597, is benefits related – life and health insurance, retirement, and payroll taxes.

Personnel funding from Alamo Regional Mobility Authority (ARMA). There is one accountant that does accounting for the ARMA. The position is funded 70% out of the General Fund and 30% out of the Road and Bridge Fund.

Travel and training decreased \$195.

Operational costs rose \$6,189 to account for increases in copier and postage machine rentals, purchase of a new time stamp machine, and new software to be utilized by Internal Audit.

Supplies and materials remain unchanged (\$4 increase).

Technology Projects

There are several IT projects involving the Auditor's Office that are noteworthy:

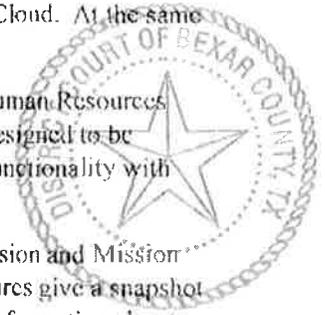
eInvoice Phase II. I am very excited to be able to report that the next phase of eInvoice has begun. There was a kickoff meeting with BCIT and the stakeholders on July 11, 2018. eInvoice has been used by the Children's Court for many years and eliminates the manual data entry of vouchers in the Auditor's Office to process payments and it allows the attorneys to track their vouchers. All parties will benefit from expansion of eInvoice – the Courts, the defense attorneys, and the Auditor's Office. The current high level timeline has the tentative phased rollout of eInvoice beginning in February 2019 barring any major obstacles.

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Infor Software as a Service (SaaS). In June 2018, BCIT along with the Auditor's Office and Purchasing successfully completed the migration of the County's financial system, Infor, into the Cloud. At the same time, the project included upgrading the financial software to Version 10.

Human Capital Management (HCM). Functional requirements for a new Payroll/Human Resources system (to be known as HCM) were compiled during this fiscal year. This project is designed to be implemented in three phases with Phase 1 replacing the current SAP Payroll and HR functionality with Infor's core Payroll and HR. Phase 1 is slated to begin during FY 2018-19.



Other. Other than the budget request, this packet contains the organizational chart, Vision and Mission statement, and performance measures of the Auditor's Office. The performance measures give a snapshot of the number and types of transactions processed by the Auditor's Office, as well as information about the Internal Audit section.

I would like to thank the District Judges for their time in reviewing and considering the Auditor's Office budget for FY 2018-19. I also want to thank the District Judges and their staff for all the support, guidance, and encouragement given to everyone in the Auditor's Office.

Please contact myself or Leo Caldera if you have any questions or have any recommendations on how the Auditor's Office can improve on the delivery of services.

Sincerely,

Susan T. Yeatts, CPA

ORDER APPROVING COUNTY AUDITOR BUDGET AND SALARIES OF

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**COUNTY AUDITOR'S
2018-19 BUDGET REQUEST
TABLE OF CONTENTS**

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Schedule of Salary Expenditures	2-3
Executive Pay Table	4
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Non-Exempt Pay Table	14-21
Organizational Chart	22
Vision and Mission Statement	23-25
Performance Measures	26-29

2018-19 BUDGET REQUEST FOR COUNTY AUDITOR

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FUND: 100
 OFFICE/DEPT.: County Auditor
 DIVISION SECTION: County Auditor
 ACCOUNTING UNIT: 4001



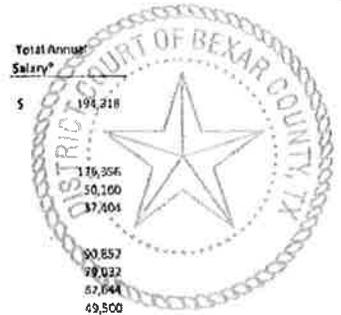
ACCOUNT	LINE-DESCRIPTION	FY 2017-18 BUDGET	FY 2018-19 PROPOSED BUDGET
PERSONNEL SERVICES:			
50000	SALARY, REGULAR	3,682,904	3,823,622
50005	SALARY, TEMPORARY	71,500	72,800
50202	LIFE INSURANCE	8,838	9,115
50204	HEALTH INSURANCE	416,809	489,164
50208	UNEMPLOYMENT INSURANCE	5,241	4,925
50210	WORKERS' COMPENSATION	22,000	22,000
50212	RETIREMENT	483,217	515,558
50245	SOCIAL SECURITY & MD	282,268	285,208
	Subtotal	\$4,972,777	\$ 5,222,392
TRAVEL & TRAINING:			
51035	DISCR TRAINING/CERT/DEV/REGISTRATION FEES	21,455	21,510
51045	DISCR-MILEAGE & PARKING	1,000	750
	Subtotal	\$ 22,455	\$ 22,260
OPERATIONAL COSTS:			
52024	MEMBERSHIP FEES	1,750	1,600
52040	COPIER RENTAL & EXPENSE	18,000	18,715
52044	COUNTY SPONSORED EVENTS	600	600
52064	TECHNOLOGY IMPROVEMENT FEE	7,165	7,010
52160	TELEPHONE & INTERNET SERVICE	7,400	7,400
52172	EQUIPMENT RENTAL	1,464	1,850
52304	REPAIRS & MAINT-OFFICE EQPT & FURN	250	1,400
52306	REPAIRS & MAINT-COMPUTER HARDWARE	740	860
52307	REPAIRS & MAINT-COMPUTER SOFTWARE	9,505	15,765
52485	SPECIAL SERVICES	2,587	450
	Subtotal	\$ 49,461	\$ 55,650
SUPPLIES & MATERIALS			
53110	OFFICE SUPPLIES	23,000	23,000
53115	POSTAGE	21,000	21,000
53120	BOOKS AND PERIODICALS	1,046	1,050
53505	OFFICE FURNITURE	2,500	2,500
	Subtotal	\$ 47,546	\$ 47,550
	GRAND TOTAL	\$5,092,239	\$ 5,347,852

COUNTY CLERK'S OFFICE

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BEXAR COUNTY, TEXAS - AUDITOR'S OFFICE
ANTICIPATED SALARY EXPENDITURES
For the Twelve Months Ending September 30, 2019



Name	Position	Emp No.	Position No.	Total Annual Salary*
COUNTY AUDITOR				
Yeates, Susan T.	County Auditor	19486	30006612	\$ 194,218
EXECUTIVE				
<i>Administrative</i>				
Caldera, Leo S.	First Assistant	17956	30006858	179,356
Garriga, Jeannette R.	Executive Assistant	96022	30004718	50,100
Buentello, Anna	Office Assistant III	14154	30004712	37,404
<i>Payroll</i>				
Cardenas, Irma	Manager of Payroll Operations	20382	30005508	90,852
Agutre, Diana L.	Retirement & Payroll Administrator	32307	30006902	79,032
Van Der Walde, Jessica M.	Asst. Manager of Payroll Operations	37463	30007479	67,644
Amaya, Rebecca	Staff Auditor I - Payroll	40522	30007331	69,500
Futrell, Emmett A.	Staff Auditor II - Payroll	31858	30001102	51,948
Casarez, Patrick S.	Accounting Clerk III	13957	30007168	44,544
Hershey, Usa K.	Supervisor of Operations	39516	30012119	51,912
ACCOUNTING				
Riteaga, Juan A.	Accounting Division Director	32224	30006940	111,960
<i>Accounts Payable</i>				
Gonzales, Cynthia A.	Manager of Accounts Payable	14301	30010661	90,144
Goodyear-Appleman, Theresa A.	Manager of Capital Projects	11410	30004563	80,336
Lu, Kristy S.	Supervisor of Operations	17938	30010344	70,812
Flores, Elena M.	Financial Sys Asst Functional Lead	17939	30008912	79,956
Gaytan, Stacey A.	Accountant III	16380	30007727	64,776
Lopez, Stephanie G.	Accountant III	33679	30002910	60,540
Rodriguez, Edward J.	Accountant I	32155	30006669	52,572
Garcia, Loretta	Accountant I	33326	30001106	56,484
Vasquez, Silvia A.	Accounting Clerk III	31319	30008038	40,632
Reyes, Josephine E.	Accounting Clerk III	33752	30000127	43,068
Ramirez, Artemisa G.	Accounting Clerk	19126	30004611	37,140
Odeuwumi, Shella A.	Accounting Clerk	18647	30008541	35,688
Willie, Karl O.	Accountant D	40585	30002215	53,928
Carter, Albert L.	Accountant V	19146	30011307	54,869
Morales, Gracie G.	Accounting Clerk II	32795	30007301	39,024
Leon, Stephanie M.	Accountant II	39447	30012591	52,908
<i>Banking</i>				
Leufroy, Terry A.	Manager of Bank Services	19995	30004687	84,911
Price, Diana	Accountant II	34021	30005135	58,476
Azad, Mousumi	Accountant II	35557	30005986	54,238
Ivans, Rosalba B.	Accountant II	39134	30002218	52,332
<i>Grants</i>				
Hinojosa, Norma A.	Manager of Grants	36479	30007494	88,188
Ahmetovic, Adnan	Accountant V	40823	30005616	76,128
Takajasi, Cynthia A.	Accountant III	30717	30008248	67,392
Barrientos, Theresa A.	Accountant IV	18993	30005420	67,692
<i>Revenue & Reporting</i>				
Harrison, Matthew M.	Financial Accounting Manager	34748	30010660	88,368
Orta, Ramon	Accountant V	31174	30011687	72,852
Dinh, Thu Thuy T.	Accountant II	35463	30004616	58,068
Nichols, Marlene M.	Accountant III	20764	30008135	59,976
Gutierrez, Rachal M.	Accountant II	40408	30008998	52,656
Siller, John B.	Accountant II	40467	30002958	50,324
INTERNAL AUDIT				
Yebrs, Jose L.	Audit Division Director	31435	30004458	111,960
<i>Audit Services</i>				
Ramirez, Toni	Special Projects Director	20177	30002223	95,696
LaFaele, Emerentiana	Staff Auditor IV	39266	30004296	69,576
Grabiec, Patrick D.	Staff Auditor IV	35648	30005019	64,740
Wuest, Jini E.	Staff Auditor V	55126	30001105	67,512
Garcia, Cody R.	Staff Auditor II	37630	30002911	55,380
<i>Audit Compliance</i>				
Sembile, Ty R.	Manager of Audit Services	37257	30005703	89,640
Ortega, Raul	Staff Auditor II	40333	30004851	52,536
De la Rosa, Rebecca	Staff Auditor V	35325	30005918	66,888
<i>Technical Support</i>				
DeVrieschauer, Dori L.	Technical Support Manager	21004	30009503	91,716
Ramirez, Merrianna N.	Financial Sys Functional Lead	31413	30008911	86,160
Petroff, Peter A.	Special Projects Manager	30987	30002944	79,596
Kish, Sondi J.	System Coordinator	36890	30003811	72,144
TOTAL SALARY, REGULAR				\$ 3,823,632
INTERNS-TEMP SALARIES				
Munoz, Jaclyn	Intern	40577	30001083	\$ 17,875
Hernandez, Anthony	Intern	40606	30001084	\$ 17,875
Alam, Abid	Intern	36327	30010467	\$ 18,525
Gonzalez, Gail E.	Intern	37087	30002333	\$ 18,525
TOTAL SALARY, TEMPORARY				\$ 72,800
GRAND TOTAL				\$ 3,896,432

* Salaries include longevity
 † 70% General Fund; 30% Road & Bridge

BEXAR COUNTY, TEXAS - AUDITOR'S OFFICE

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BEXAR COUNTY, TEXAS - AUDITOR'S OFFICE
ANTICIPATED SALARY EXPENDITURES
For the Twelve Months Ending September 30, 2019

Employee Funded by Other Sources

<u>Name</u>	<u>Position</u>	<u>Emp No.</u>	<u>Position No.</u>	<u>Total Annual Salary*</u>
Accounts Payable Staff Carter, Albert L.	Accountant V	19345	30011307	1 \$ 23,727

* Salaries include longevity
1 70% General Fund; 30% Road & Bridge

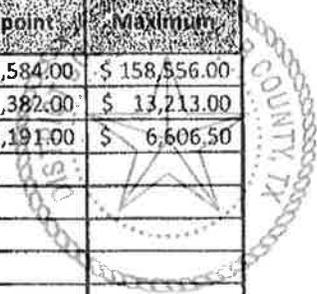
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Bexar County Executive
FY 2017-18 Pay Table

Pay Level	Position Title	Minimum	Midpoint	Maximum
EX-01	Assistant to the County Manager	\$ 90,600.00	\$ 124,584.00	\$ 158,556.00
	Chief Central Jury Bailiff	\$ 7,550.00	\$ 10,382.00	\$ 13,213.00
	Chief Deputy County Clerk - Operations-X	\$ 3,775.00	\$ 5,191.00	\$ 6,606.50
	Chief Deputy District Clerk - X			
	Chief Deputy For County Clerk - X			
	Chief Deputy of Administration - X			
	Chief Deputy of Operations - X			
	Deputy Chief - BCSO - X			
	Director Development Services - X			
	Director of Finance - BCSO			
	Director of Military Services - X			
	Division Chief - DA's Office			
	Executive Director - DA's Office			
	Facilities Management Director -X			
	First Assistant - County Auditor			
EX-02	Assistant Chief - Chief of Staff	\$ 98,760.00	\$ 135,792.00	\$ 172,824.00
	Assistant Chief - Detention	\$ 8,230.00	\$ 11,316.00	\$ 14,402.00
	Assistant Chief - Law Enforcement	\$ 4,115.00	\$ 5,658.00	\$ 7,201.00
	Chief of Staff to the County Manager - X			
	Chief Public Defender - X			
	Elections Administrator			
	General Admin Counsel - Civil District Crt			
	General Admin Counsel - County Courts			
	General Admin Counsel - Crim District Crts			
	General Admin Counsel - Juv District Crt			
	Major Crimes Chief			
	SMWVBE Program Director			
EX-03	Assistant County Manager - Resource Mgmt	\$ 107,652.00	\$ 148,008.00	\$ 188,376.00
	Chief Administrative Attorney	\$ 8,971.00	\$ 12,334.00	\$ 15,698.00
	Chief Deputy - BCSO - X	\$ 4,485.50	\$ 6,167.00	\$ 7,849.00
	Director of Judicial & County Intake Services - X			
	First Assistant - Criminal Dist Attorney			
EX-04	Executive Director Economic & Community Development	\$ 117,336.00	\$ 161,340.00	\$ 205,332.00
		\$ 9,778.00	\$ 13,445.00	\$ 17,111.00
		\$ 4,889.00	\$ 6,722.50	\$ 8,555.50
EX-05	County Engineer-Public Works Director-X	\$ 127,896.00	\$ 175,860.00	\$ 223,812.00
		\$ 10,658.00	\$ 14,655.00	\$ 18,651.00
		\$ 5,329.00	\$ 7,327.50	\$ 9,325.50



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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-01	Bond Forfeiture Coordinator	\$32,616.00	\$40,776.00	\$48,924.00
		\$2,718.00	\$3,398.00	\$4,077.00
		\$1,359.00	\$1,699.00	\$2,038.50
		\$15.68	\$19.60	\$23.52
E-02	Aide to the Criminal District Attorney	\$35,220.00	\$44,028.00	\$52,836.00
	Aide to the Tax Assessor/Collector - X	\$2,935.00	\$3,669.00	\$4,403.00
	Assistant to the County Judge - X	\$1,467.50	\$1,834.50	\$2,201.50
	Assistant Veterans Service Officer	\$16.93	\$21.17	\$25.40
	Court Support Specialist			
	Health and Wellness Educator			
	Postdoctoral Resident*			
	Recreation Coordinator - Detention Krier*			
	Recreation Coordinator - Institution Services*			
	Youth Gardens Coordinator			
	Youth Outreach Educator			
E-03	Coordinator - Enrichment Services*	\$ 35,232.00	\$ 44,040.00	\$ 52,848.00
	Community Projects & Initiatives Coordinator - X	\$ 2,936.00	\$ 3,670.00	\$ 4,404.00
	G.E.D. Instructor	\$ 1,468.00	\$ 1,835.00	\$ 2,202.00
	HIV Fiscal Monitor	\$ 16.94	\$ 21.17	\$ 25.41
	Intake Coordinator			
	Mediation Coordinator			
	Senior Court Support Specialist			
	Special Assistant to County Judge - X			
E-04	Administrative Assistant	\$41,280.00	\$51,600.00	\$61,920.00
	Banking Supervisor	\$3,440.00	\$4,300.00	\$5,160.00
	Client Services Supervisor	\$1,720.00	\$2,150.00	\$2,580.00
	Coordinator - Victim Services*	\$19.85	\$24.81	\$29.77
	Coordinator - Volunteer Services*			
	Elections Training Coordinator			
	Executive Assistant - X (Com. Crt., Co. Clerk, Dist. Clerk, Juv.)			
	Executive Assistant (Elections, Fac. Mgmt, IT)			
	Human Resources Analyst (Co. Clerk, Dist. Clerk)			
	Laundry Supervisor			
	Lead HIV Fiscal Monitor - Grant			
	Licensed Professional Counselor			
	Pre-Trial Supervisor			
	Social Services Coordinator			
	Staff Auditor II			

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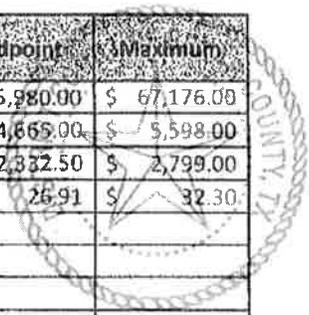
BEXAR COUNTY AUDITOR GENERAL

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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-05	Access Coordinator*	\$44,784.00	\$ 55,980.00	\$ 67,176.00
	Administrative Supervisor	\$3,732.00	\$ 4,665.00	\$ 5,598.00
	Analyst - Human Resources	\$1,866.00	\$ 2,332.50	\$ 2,799.00
	Analyst - SMWBE	\$21.53	\$ 26.91	\$ 32.30
	Analyst - Community Development			
	Archivist - BCSO			
	Archivist - X (Co. Clerk)			
	Business Office Operations Supervisor			
	Capital Case Monitor			
	Collections Supervisor			
	Community Program Management Analyst			
	Community Programs Data Analyst			
	Coordinator - Detention Transition Services*			
	Coordinator - Employment & Vocation Services*			
	Coordinator - Information Resources*			
	Counselor II - Krier Center Counseling*			
	Counselor II - MRC Assessment*			
	Counselor II - Stabilization Treatment & Evaluation*			
	Court Coordinator - County Courts			
	Data Analyst - Compliance			
	District Attorney Administrator			
	District Court Coordinator			
	Downtown Station Manager			
	Forensic Scientist I			
	GIS Analyst (Public Wrks, BCSO)			
	Human Resources Supervisor			
	Juvenile Counselor II*			
	Juvenile Resource Supervisor*			
	Lead Pre-Trial Supervisor			
	Motor Vehicle Training Instructor			
	Operations Project Coordinator			
	Peer Mediation Coordinator			
	Probate Court Auditor			
	Project Analyst - Elections			
	Project Finance & Dept. Admin Lead			
	Property Tax Supervisor			
	Public Works Assistant Superintendent			
	Reimbursement Supervisor*			
	Substation Manager			
	Supervisor - Challenge Services*			
	Supervisor - Community Service Restitution*			
	Supervisor - Reimbursement Services*			
	Traffic Maintenance Supervisor			
	Training and Development Specialist			



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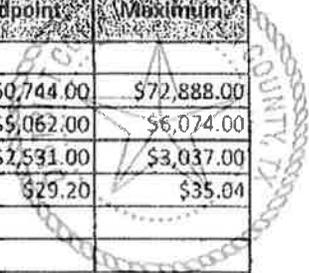
BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-06	Administrative Services Coordinator	\$48,588.00	\$60,744.00	\$72,888.00
	Analyst - Budget	\$4,049.00	\$5,062.00	\$6,074.00
	Analyst - Finance	\$2,024.50	\$2,531.00	\$3,037.00
	Assistant Project Manager	\$23.36	\$29.20	\$35.04
	Attorney - Contract & Legal Support*			
	Buyer/Contract Specialist			
	Case Manager - Criminal District Courts			
	Case Manager - Problem Solving Courts			
	Civil Engineering Assistant			
	CMAG Intake Manager			
	Community Resource Manager			
	Coordinator - MRC Clinical Services*			
	Coordinator - Substance Abuse Services*			
	Court Interpreter			
	Day Treatment Program Supervisor*			
	Early Intervention Program Monitor			
	Family Court Monitor			
	Family Support Monitor			
	Family Support Services Unit Supervisor*			
	Forensic Scientist - Serologist			
	Forensic Scientist II			
	Guardian			
	Intake/Mediation Manager			
	Internship Supervisor*			
	Judicial Services Program Manager			
	Juvenile Corrections Unit Supervisor*			
	Mental Health Case Manager			
	Neighborhood Outreach Specialist - X			
	Parking Operations Manager			
	PICU Coordinator			
	Program Manager - Information Resources*			
	Programs Manager FIC			
	Project Manager (Juvenile)*			
	Public Safety Communications Supervisor			
	Purchasing Assistant Project Lead			
	Residential Placement Unit Supervisor*			
	Senior Construction Inspector			
	Senior Executive Assistant - X (Commissioners Crt.)			
	Senior Storm Water Inspector			
	SMWBE Compliance Contracts Specialist			
	Specialist - Community Development			
	Specialist - Community Engagement			
	Specialist - Program Data Services			

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BEXAR COUNTY EXEMPT FY 2017-18 PAY TABLE



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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-06	Specialist - Program Support Services	\$48,588.00	\$60,744.00	\$72,888.00
	Staff Auditor IV	\$4,049.00	\$5,062.00	\$6,074.00
	Supervisor - Child Support Probation*	\$2,024.50	\$2,531.00	\$3,037.00
	Supervisor - Fiscal Services*	\$23.36	\$29.20	\$35.04
	Supervisor - Institutions Services*			
	Supervisor - Intensive Clinical Services*			
	Supervisor - Parent Project*			
	Supervisor - Post Adjudication Substance Abuse*			
	Supervisor - Probation Services*			
	Supervisor - Resident Support			
	Supervisor - Residential Services Contract Care*			
	Supervisor - Residential Services Krier*			
	Supervisor - Sex Offense Intervention*			
	Supervisor - Substance Abuse & Family Enrichment*			
	Toxicology Chemist			
Veterans Court Case Manager				
Veterans Treatment Court Case Manager				
Web/Print Graphics Designer (Facilities Mgmt)				
E-07	Administrative Supervisor - Co. Courts	\$52,728.00	\$65,904.00	\$79,080.00
	Administrative Supervisor - District Courts	\$4,394.00	\$5,492.00	\$6,590.00
	Animal Shelter Manager	\$2,197.00	\$2,746.00	\$3,295.00
	Assistant Emergency Management Coordinator	\$25.35	\$31.68	\$38.02
	Assistant Public Information Officer - X			
	Bexar Heritage Program Coordinator			
	CDBG Senior Analyst			
	Change Management Specialist			
	Citizen Corps Council Coordinator			
	Cost Control Specialist - X			
	Curator			
	Deputy Jury Bailiff			
	Education Manager*			
	Emergency Management Specialist			
	Executive Liaison Officer - X			
	Fleet Maintenance Superintendent			
	Forensic Scientist III			
	Human Resource Manager (DA Office)			
	Jail Support Services Manager			
	Jail Support Services Supervisor			
	Justice Court Manager			
	Manager - Accreditation and Training*			
	Manager ID & Records			
Military Services Office Coordinator				
PICU Manager				

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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-07	Probate Court Administrative Assistant	\$52,728.00	\$65,904.00	\$79,080.00
	Probate Court Investigator	\$4,394.00	\$5,492.00	\$6,590.00
	Program Manager - Krier Center Counseling*	\$2,197.00	\$2,746.00	\$3,295.00
	Project Manager - Bexar H&P	\$25.35	\$31.68	\$38.02
	Project Manager - F&PM			
	Project Support Specialist - X			
	Public Safety Communications Assistant Manager			
	Public Works Superintendent			
	Public Works Superintendent - Traffic			
	Rangermaster			
	Records Management Center Manager - X			
	Registry Funds Accountant			
	Senior Analyst			
	Senior Analyst - Human Resources			
	Senior Analyst - Planning and Policies			
	Senior Contract Specialist			
	Senior Data Analyst			
	Senior Data Analyst - Civil District Court			
	Senior Data Analyst - Sheriff			
	Senior Program Analyst			
	Services & Program Supervisor			
	SMWBE Capacity Building Program Coordinator			
	Software Engineer (BCSO)			
	Specialist - Education Services*			
	Staff Attorney - DRO Access Facilitator*			
	Workforce Reentry Initiatives Supervisor			
E-08	Accountant V	\$56,856.00	\$72,492.00	\$88,128.00
	Assistant Facility Administrator - IDC*	\$4,738.00	\$6,041.00	\$7,344.00
	Assistant Facility Administrator - Krier Center*	\$2,369.00	\$3,020.50	\$3,672.00
	Assistant Manager of Payroll Operations	\$27.33	\$34.85	\$42.37
	Assistant Public Defender I - X			
	Benefits Coordinator - BCHR			
	Bibliotech Branch Manager - X			
	Bibliotech Community Relations Coordinator - X			
	Business Manager			
	Chief Deputy Constable (Pct. 2 & 4)			
	Chief Deputy Constable - X			
	Chief Fire Inspector - X			
	Chief Fire Investigator - X			
	Chief Medical Investigator			
	Chief Storm Water Inspector			
	Civil District Courts Manager			
	Communications Coordinator (BCIT)			

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BEXAR COUNTY AUDITOR BUDGET AND SALARIES OF

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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-08	Court Collections - Judicial Services Manager	\$56,856.00	\$72,492.00	\$88,128.00
	Criminal District Attorney Chief Investigator	\$4,738.00	\$6,041.00	\$7,344.00
	Criminal Justice Research Coordinator-X	\$2,369.00	\$3,020.50	\$3,672.00
	Elections Coordinator	\$27.33	\$34.85	\$42.37
	Forensic Scientist IV			
	Infrastructure Services Coordinator			
	Manager - Education Services*			
	Manager - Standards Compliance & Investigations*			
	Manager of Bank Services			
	Manager, IT Business Services			
	Morgue Supervisor			
	Program Manager - Domestic Relations Office*			
	Program Manager - Mental Health Assessment & Triage*			
	Program Manager - MRC Assessment*			
	Program Manager - Stabilization Treatment & Evaluation*			
	Re-entry Program Manager - X			
	Retirement & Payroll Administrator - X			
	Senior Analyst - Budget			
	Senior Analyst - Finance			
	Senior Toxicology Chemist			
	Special Projects Coordinator			
	Staff Auditor V			
	Tax Office Special Projects Manager - X			
	Technical Services Manager			
	Voter Registration Coordinator			
E-09	Adult Drug Court/DWI Court Manager	\$61,860.00	\$78,876.00	\$95,880.00
	Asset Management Supervisor (BCIT)	\$5,155.00	\$6,573.00	\$7,990.00
	BiblioTech Librarian - X	\$2,577.50	\$3,286.50	\$3,995.00
	Cashier System Coordinator	\$29.74	\$37.92	\$46.10
	Civil Courts Manager			
	Civil District Courts Manager - Family			
	Client Services Manager			
	Communications Officer - DA -X			
	Constituent Services Director - X			
	Contract Manager			
	Coordinator - Community Development			
	Coordinator - Program Support Services			
	Division Chief - Civil Operations			
	Division Chief - CMAG			
	Division Chief - Criminal Operations			
	Division Chief - Records and Finance			
	Early Intervention Program Manager			
	Facility Administrator - Juvenile Detention Center*			

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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-09	Facility Administrator - Krier Center*	\$61,860.00	\$78,876.00	\$95,880.00
	Family Drug Court Manager	\$5,155.00	\$6,573.00	\$7,990.00
	Felony Drug Court Coordinator	\$2,577.50	\$3,286.50	\$3,995.00
	Financial Accounting Manager	\$29.74	\$37.92	\$46.10
	Financial Reporting Manager - X			
	Financial System Assistant Functional Lead			
	Forensic Scientist V			
	Government Relations Advisor - X			
	Institutions Clinical Director*			
	Law Library Administrator/Librarian			
	Licensing and Vital Statistics Manager			
	Manager - Human Resources*			
	Manager - Information Resources*			
	Manager of Accounts Payable			
	Manager of Audit Services			
	Manager of Grants			
	Manager of Jail services & Programs			
	Manager of Payroll Operations			
	Misdemeanor Prosecutor			
	Motor Vehicle Registration Director - X			
	Parks Manager			
	Pre-Trial Manager			
	Probate Court Investigator II			
	Program Coordinator - Workforce Services			
	Program Coordinator (Mental Health Department)			
	Property Tax Director - X			
	Public Information and Support Services Manager - X			
	Public Safety Analyst Programmer II - RMS			
	Recordings Manager			
	Special Projects Manager - DA AF Fund			
	Special Projects Manager (Auditor's Office)			
	Technical & Contract Compliance Manager			
	Treasury Manager - X			
	Veterans Service Officer - X			
	Veterans Treatment Court Manager			
	Video Conferencing Systems Manager			
	Wellness Coordinator -X			
E-10	Asset Manager	\$67,116.00	\$85,584.00	\$104,040.00
	Assistant Public Defender II - X	\$5,593.00	\$7,132.00	\$8,670.00
	Capital Projects Engineer	\$2,796.50	\$3,566.00	\$4,335.00
	Chief Trial Assignment Clerk	\$32.27	\$41.15	\$50.02
	Civil Engineer			

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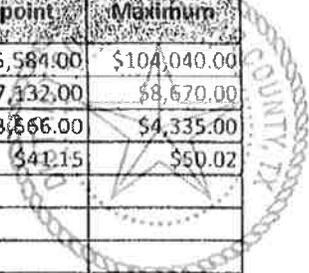
COUNTY OF BEXAR

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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-10	Community Health Manager *	\$67,116.00	\$85,584.00	\$104,040.00
	Community Venues Manager	\$5,593.00	\$7,132.00	\$8,670.00
	Deputy Elections Administrator	\$2,796.50	\$3,566.00	\$4,335.00
	Dispute Resolution Center Director - X	\$32.27	\$41.15	\$50.02
	Energy Manager			
	Financial System Functional Lead			
	Fiscal and Administrative Services Manager			
	Fleet Maintenance Operations Manager			
	Forensic Scientist Supervisor			
	Grants Compliance Coordinator			
	Human Resources Administrator - X			
	Juvenile Justice Academy Administrator*			
	Manager - Community Development - X			
	Manager - Program Support Services - X			
	Manager - Guardianship Program - X			
	Program and Policy Development Manager			
	Program Manager - Juvenile Justice Academy*			
	Prosecutor III			
	Public Safety Communications Manager			
	Purchasing Project Lead			
	Quality Assurance Manager			
	Risk Management Coordinator - X			
	Senior Division Chief			
	Senior Information Technology Project Manager			
	Technical Support Manager - X (County Auditor)			
	Veterans Treatment Court Project Director			
E-11	Alternate Dispute Resolution (ADR) Attorney	\$72,828.00	\$92,856.00	\$112,884.00
	Assistant Crime Laboratory Director	\$6,069.00	\$7,738.00	\$9,407.00
	BiblioTech Administrator - X	\$3,034.50	\$3,869.00	\$4,703.50
	Budget Manager	\$35.01	\$44.64	\$54.27
	Capital Projects Manager			
	Chief of Staff - X			
	Construction Administration Engineer - X			
	Development Services Engineer - X			
	Economic Development Manager - X			
	Environmental Engineer			
	Government Relations Manager			
	Human Resources/HRIS Manager - X			
	Judicial Services Deputy Director - X			
	Manager - Client Services			
	Mental Health Court Manager			
	Probate Court Staff Attorney II			
	Public Information Officer			



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BEXAR COUNTY EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
E-11	Regional Mobility Authority Engineer - X	\$72,828.00	\$92,856.00	\$112,884.00
	Special Projects Director	\$6,069.00	\$7,738.00	\$9,407.00
		\$3,034.50	\$3,869.00	\$4,703.50
		\$35.01	\$44.64	\$54.27
E-12	Accounting Division Director	\$79,188.00	\$104,928.00	\$130,656.00
	Attorney II	\$6,599.00	\$8,744.00	\$10,888.00
	Audit Division Director	\$3,299.50	\$4,372.00	\$5,444.00
	County Architect - X	\$38.07	\$50.45	\$62.82
	DCPO - Clinical Services Institutions*			
	DCPO - Mental Health Services*			
	DCPO - Probation Services*			
	Director - Finance & Administrative Services*			
	District Court Staff Attorney			
	Division Chief - Public Works - X			
	Emergency Management Coordinator - X			
	Family Court Administrator			
	Fire Marshal - X			
	General Counsel*			
	Prosecutor IV			
	E-13	Assistant Public Defender III - X	\$85,920.00	\$113,844.00
Chief Staff Attorney		\$7,160.00	\$9,487.00	\$11,814.00
Crime Laboratory Director		\$3,580.00	\$4,743.50	\$5,907.00
DCPO - Institutions Services*		\$41.31	\$54.73	\$68.16
Director - Mental Health Department - X				
Director Governmental Affairs - X				
Director Special Initiatives - X				
Director-Bexar Heritage Program/Parks-X				
Division Chief (Facilities Mgmt)				
Engineering Services Manager - X				
E-14	Attorney III	\$93,216.00	\$123,516.00	\$153,816.00
	Budget Director - X	\$7,768.00	\$10,293.00	\$12,818.00
	Chief Toxicologist	\$3,884.00	\$5,146.50	\$6,409.00
	Human Resources Director - X	\$44.82	\$59.38	\$73.95
	Prosecutor V			

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BEXAR COUNTY AUDITOR GENERAL ACCOUNTS

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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-01	Administrative Clerk I	\$29,640.00	\$30,588.00	\$32,580.00
	Assistant Court Clerk	\$2,470.00	\$2,549.00	\$2,715.00
	Automotive Parts Clerk	\$1,235.00	\$1,274.50	\$1,357.50
	Automotive Service Worker	\$14.25	\$14.71	\$15.66
	Building Monitor			
	Cashier/Clerk			
	Clerk			
	Copy Machine Operator			
	Courier			
	Elections Inventory Clerk			
	Field Maintenance Worker			
	File Clerk			
	Gardener			
	Inmate Booking Clerk			
	Laundry Technician			
	Laundry Worker*			
	Library Clerk			
	Mail Courier			
	Maintenance Helper			
	Parking Garage Attendant			
	Processing Clerk			
Receptionist				
Records/Identifications Clerk				
Supply Clerk I				
Survey Crew Worker				
Traffic Sign Technician I				
NE-02	Account Assistant	\$29,916.00	\$31,200.00	\$33,540.00
	Administrative Clerk II	\$2,493.00	\$2,600.00	\$2,795.00
	Archive/Research Processor	\$1,246.50	\$1,300.00	\$1,397.50
	Beer and Liquor License Processor	\$14.38	\$15.00	\$16.13
	Clerk - Reimbursement Services*			
	Clerk - Outreach Services			
	Clothing/Property Technician			
	Equipment Operator I			
	Information Clerk			
	Inmate Banking Clerk			
	Library/Account Clerk			
	Mail Courier II			
	Motor Vehicle Inventory Clerk			
	Office Assistant I			
	Pavement Marking Operator I			
	Security Monitor			
	Social Services Technician			
	Support Services Clerk			
	Traffic Control Fabricator I			
	Traffic Counter I			
	Traffic Sign Technician II			
Voter Registration Processor				



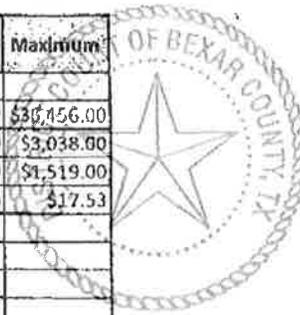
BEXAR COUNTY AUDITOR GENERAL

* Juvonite position
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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE



Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-03	Accounting Clerk	\$30,576.00	\$32,988.00	\$36,456.00
	Assistant - Human Resources*	\$2,548.00	\$2,749.00	\$3,038.00
	Assistant Park Foreman	\$1,274.00	\$1,374.50	\$1,519.00
	Central Magistrate Operations Clerk	\$14.70	\$15.86	\$17.53
	Clerk - Juvenile Justice Academy*			
	Clerk - Juvenile Records*			
	Collections Officer			
	Court Operations Clerk			
	Criminal Operations Clerk			
	Deed Records Clerk			
	Election Liaison			
	Evidence Receipt Clerk			
	Finance Clerk			
	Information Clerk II			
	Inmate Disciplinary Technician			
	Juvenile Records Clerk*			
	Law Library Clerk			
	Legal Secretary			
	Licensing Clerk			
	Main Control Technician*			
	Maintenance Mechanic I			
	Office Assistant II			
	Property Tax Processor I			
	Psychology Resident*			
	Purchasing Clerk			
	Recording Services Clerk			
	Records Center Clerk			
Records Clerk				
Refund Audit Clerk				
Security Monitor II				
Special Inventory Tax Processor I				
Survey Instrument Operator				
Tire Service Worker				
Title and Registration Processor I				
Urban Agriculture Educator				
Vault Cashier				
Vital Statistics Clerk				
NE-04	Accounting Clerk II	\$31,200.00	\$35,628.00	\$40,440.00
	Analyst - Information Resources*	\$2,600.00	\$2,969.00	\$3,370.00
	Assistant Court Clerk	\$1,300.00	\$1,484.50	\$1,685.00
	Central Magistrate Court Clerk	\$15.00	\$17.13	\$19.44
	Civil Court Clerk			
	Community Service Restitution Specialist*			
	Court Clerk			
	Criminal Court Clerk			
	Criminal Warrants Processor			
	Equipment Operator II			
Fingerprint Examiner				
Fixed Asset Specialist				

*J Juvenile position
*X Position not covered by Civil Service
Every effort is made to provide information that is accurate.
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COUNTY OF BEXAR, MISSOURI

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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-04	Juvenile Court Clerk	\$31,200.00	\$35,628.00	\$40,440.00
	Juvenile Detention Officer I*	\$2,600.00	\$2,969.00	\$3,370.00
	Lead Clerk - Reimbursement Services*	\$1,300.00	\$1,484.50	\$1,685.00
	Lead Inventory Clerk	\$15.00	\$17.13	\$19.44
	Maintenance Controller			
	Mechanic I			
	Mental Health Clerk			
	Office Assistant III			
	Pavement Marking Operator II			
	Probate and Estates Clerk			
	Program Aide*			
	Program Assistant - Child Support Services*			
	Program Assistant - Employment & Education Services*			
	Program Assistant - Intervention Services*			
	Program Assistant - Parent Project*			
	Program Assistant - Post Adjudication Substance Abuse*			
	Program Assistant - Residential Service Contract Center*			
	Program Assistant - Residential Service Krier Center*			
	Program Assistant - Substance Abuse & Family Enrichment*			
	Property Tax Processor II			
	Residential Treatment Officer I*			
	Senior Civil Operations Clerk			
	Senior Court Operations Clerk			
	Senior Criminal Operations Clerk			
	Senior Finance Clerk			
	Senior Records Clerk			
	Senior Voter Registration Processor			
	Specialist - Community Service Restitution*			
	Specialist - Fiscal Services*			
	Specialist - Supply & Fixed Asset*			
	Subdivision Technician			
	Technical Center Assistant - Bibliotech			
	Technician - Human Resources*			
	Technician - Juvenile Justice Academy*			
	Telecommunications Specialist			
	Title and Registration Processor II			
	Traffic Control Fabricator II			
	Traffic Counter II			
	Treasury and Court Registry Clerks			
	Vault Cashier II			
	Victim Services Specialist*			
NE-05	Accounting Clerk III	\$33,000.00	\$38,484.00	\$43,968.00
	Animal Control Services Officer	\$2,750.00	\$3,207.00	\$3,664.00
	Assistant Jury Bailiff	\$1,375.00	\$1,603.50	\$1,832.00
	Carpenter	\$15.87	\$18.50	\$21.14
	Clothing/Property Supervisor			
	Data Clerk			
	Data Tracking Specialist			
	Electronic Technician I			
	Environmental Services Inspector			



* Juvenile position
X Position not covered by Civil Service
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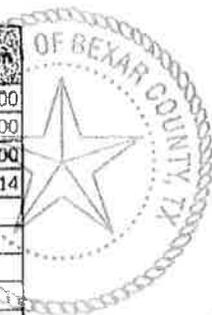
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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-05	Exterminator	\$33,000.00	\$38,484.00	\$43,968.00
	Fleet Technician	\$2,750.00	\$3,207.00	\$3,664.00
	Forensic Transcriber	\$1,375.00	\$1,603.50	\$1,832.00
	Human Resources Technician	\$15.87	\$18.50	\$21.14
	Inventory Control Technician			
	Juvenile Detention Officer II*			
	Lead Accounting Clerk			
	Lead Central Magistrate Clerk			
	Lead Civil Court Clerk			
	Lead Civil Operations Clerk			
	Lead Clerk - Information Center			
	Lead Court Clerk			
	Lead Court Operations Clerk			
	Lead Criminal Court Clerk			
	Lead Criminal Operations Clerk			
	Lead Finance Clerk			
	Lead Juvenile Court Clerk			
	Lead Licensing and Vital Statistics Clerk			
	Lead Property Tax Processor			
	Lead Recording Services Clerk			
	Lead Records Clerk			
	Lead Title and Registration Processor			
	Lead Vault Cashier			
	Legal Intern			
Morgue Specialist				
Office Assistant IV				
Parks and Grounds Foreman				
Pre-Trial Bond Officer I				
Program Assistant - Enrichment Services*				
Public Safety Operator				
Registrar Technician				
Residential Treatment Officer II*				
Senior Lead Vehicle Inventory Tax Processor				
NE-06	Automotive Mechanic	\$35,328.00	\$41,556.00	\$47,796.00
	Collections Specialist	\$2,944.00	\$3,463.00	\$3,983.00
	Concrete Crew Foreman	\$1,472.00	\$1,731.50	\$1,991.50
	Crime Lab Specialist	\$16.98	\$19.98	\$22.98
	Crime Victim Liaison			
	Crime Victim Liaison - FIC			
	Day Treatment Program Specialist*			
	Enrichment Specialist*			
	Evidence Technician			
	Extradition Coordinator			
	GIS Technician (Elections, Public Wrks)			
	Human Resources Technician I			
	Juvenile Detention Officer III*			
	Juvenile Resource Specialist*			
	Lead Specialist - Community Services Restitution*			
	Locksmith			
Maintenance Mechanic II				



* Juvenile position
 X Position not covered by Civil Service
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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-06	Mechanic II	\$35,328.00	\$41,556.00	\$47,796.00
	Open Records Specialist	\$2,944.00	\$3,463.00	\$3,983.00
	Painter	\$1,472.00	\$1,731.50	\$1,991.50
	Paralegal	\$16.98	\$19.98	\$22.98
	Paralegal Librarian			
	Pesticide Operator			
	Pre-Trial Bond Officer II			
	Public Safety Dispatcher I			
	Re-Entry Technician			
	Residential Treatment Officer III*			
	Senior Animal Control Service Officer			
	Senior Equipment Operator			
	Senior Morgue Specialist			
	Specialist - Domestic Relations Office*			
	Specialist - Post Adjudication Substance Abuse*			
	Specialist - Volunteer Services Program*			
	Terminal Agency Coordinator			
	Volunteer Services Specialist			
	Welder I			
	NE-07	Advocate	\$37,476.00	\$44,892.00
Aide to the County Manager's Office		\$3,123.00	\$3,741.00	\$4,358.00
Asset Control Analyst (BCIT)		\$1,561.50	\$1,870.50	\$2,179.00
Automotive Journeyman		\$18.02	\$21.58	\$25.14
Behavior Interventionist*				
Buyer				
Child Support Probation Officer*				
Construction Inspector I				
Crime Intelligence Analyst				
Crime Lab Specialist Supervisor				
Deputy Constable I				
Electrician				
Electronic Technician II				
Engineering Technician II				
Fixed Asset Supervisor				
Foster Care Reimbursement Officer*				
Human Resources Technician II				
Intake Specialist				
Intake Specialist - Problem Solving Court				
Intake Worker				
Juvenile Probation Officer*				
Lead Day Treatment Specialist*				
Life and Safety Technician				
Paving Crew Foreman				
Plumber				
Pre-Trial Bond Officer III				
Pre-Trial Bond Screening & Assessment				
Probation Officer - Child Support Services*				
Probation Officer*				
Records/Identification Supervisor				
Reimbursement Specialist*				



* Juvenile position
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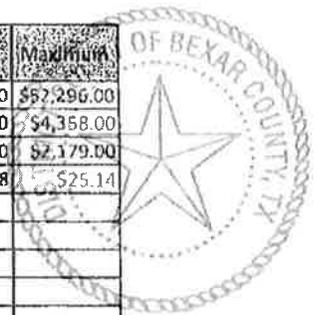
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INFORMATION FOR STAFF TO APPROVE BUDGET

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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-07	Sanitarian I	\$37,476.00	\$44,892.00	\$52,296.00
	Senior Clothing/Property Supervisor	\$3,123.00	\$3,741.00	\$4,358.00
	Specialist - Enrichment Program*	\$1,561.50	\$1,870.50	\$2,179.00
	Specialist - Reimbursement Services*	\$18.02	\$21.58	\$25.14
	Stormwater Quality Inspector I			
	Supervisor (Criminal District Courts)			
	Survey Crew Chief			
	Traffic Safety Coordinator			
	Utility Foreman			
	Welder II			
NE-08	Accountant I	\$39,996.00	\$48,480.00	\$56,964.00
	Advocate Supervisor	\$3,333.00	\$4,040.00	\$4,747.00
	Analyst - Fiscal Services*	\$1,666.50	\$2,020.00	\$2,373.50
	Analyst - Information Resources*	\$19.23	\$23.31	\$27.39
	Bexar County Weapons of Mass Destruction/Hazardous Materials Team Coord			
	Bibliotech Assistant Branch Manager			
	Challenge/Ropes Program Officer*			
	Clerical Office Supervisor			
	Construction Inspector II			
	Contract Coordinator*			
	Counselor - Substance Abuse Services*			
	Deputy Constable II			
	Evidence Technician II			
	Financial Reporting Supervisor			
	Fiscal Analyst*			
	Forensic Technician			
	HVAC Technician			
	Lead - HR Technician (BCSO)			
	Librarian			
	Mailroom Supervisor			
	Mental Health Svcs Sr Probation Officer*			
	Office Supervisor			
	Public Safety Dispatcher II			
	Re-Entry Coordinator			
	Residential Placement Officer*			
	Sanitarian II			
	Senior Probation Officer - Child Support Services*			
	Senior Probation Officer*			
	Specialist - Contract & Grants*			
	Specialist - Human Resources*			
	Staff Auditor I - Payroll			
	Stormwater Inspector II			
	Stormwater Quality Inspector II			
Supervisor - Records Office*				
Support Services Supervisor				
Technical Support Specialist II (BiblioTech & DA)				
Title and Registration Supervisor				
Toxicology Technician				

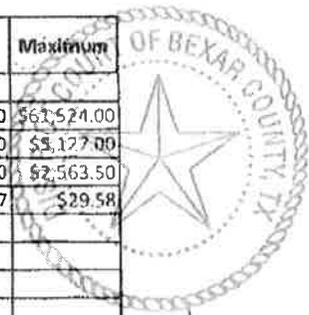


*** Juvenile position
X Position not covered by Civil Service
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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE



Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-09	Accountant II	\$43,200.00	\$52,356.00	\$61,524.00
	Assistant Supervisor - Child Probation Services*	\$3,600.00	\$4,363.00	\$5,127.00
	Assistant Supervisor - Institution Services*	\$1,800.00	\$2,181.50	\$2,563.50
	Assistant Supervisor - Probation Services*	\$20.77	\$25.17	\$29.58
	Assistant Unit Supervisor*			
	Auditor - Executive Assistant - X			
	Automotive Service Writer			
	Campus Coordinator*			
	Commissioners Court Coordinator			
	Court Services Coordinator			
	Court Services Supervisor			
	Deputy Constable III			
	Deputy Fire Marshal - CP			
	Lead BCJA Probation Officer*			
	Lead Electronic Technician			
	Lead Life & Safety Technician			
	Lead Maintenance Technician			
	Lead Specialist - Human Resources*			
	Office/Contracts Supervisor			
	Procurement Card Program Specialist			
Public Safety Dispatcher III (career path)				
Recording Services Supervisor				
Records Analyst				
Right of Way Specialist				
Senior Probation Officer*				
Shift Team Leader - Detention*				
Specialist - Grants*				
Specialist - Multi-Media Services*				
Staff Auditor II - Payroll				
Supervisor - Central Magistrate				
Supervisor - Civil Operations				
Supervisor - Criminal Operations				
Supervisor - Finance				
Supervisor - Records				
Treasury & Bookkeeping Services Supervisor				
Victim Service Coordinator				
Video Visitation Supervisor				
Workers Compensation/Leave Specialist				
NE-10	Accountant III	\$46,080.00	\$56,544.00	\$67,008.00
	Analyst - Standards Compliance & Investigations*	\$3,840.00	\$4,712.00	\$5,584.00
	Bail Bond Administrator - X	\$1,920.00	\$2,356.00	\$2,792.00
	Business Office Supervisor	\$22.15	\$27.18	\$32.22
	Court Technology Support Specialist (Facilities Mgmt)			
	Deputy Constable IV			
	Facilities Maintenance Supervisor			
	HR Technical Support Specialist			
	Latent Print Examiner			
	Medical Investigator			
Prison Rape Elimination Act (PREA) Coordinator				

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BEXAR COUNTY NON-EXEMPT
FY 2017-18 PAY TABLE

Pay Level	Position Title	Minimum	Midpoint	Maximum
NE-10	Public Safety Dispatcher IV (career path)	\$46,080.00	\$56,544.00	\$67,008.00
	Real Estate Specialist	\$3,840.00	\$4,712.00	\$5,584.00
	Senior HVAC Technician	\$1,920.00	\$2,356.00	\$2,792.00
	Specialist - Information Resources*	\$22.15	\$27.18	\$32.22
	Specialist - Technical Support Services*			
	Technical Support Specialist III (DA, Public Wrks, BCSO)			
	Training Officer - Accreditation & Training*			
NE-11	Accountant IV	\$49,464.00	\$61,068.00	\$72,672.00
	Data Control Supervisor	\$4,122.00	\$5,089.00	\$6,056.00
	Deputy Constable V	\$2,061.00	\$2,544.50	\$3,028.00
	Deputy Fire Marshal	\$23.78	\$29.36	\$34.94
	Investigator - DA's Office			
	Motor Vehicle Investigation Chief			
	Senior Medical Investigator			
	Supervisor - Presentation/Graphic			
	Supervisor of Operations			
NE-12	HVAC & Controls Technician	\$53,100.00	\$65,952.00	\$78,816.00
	Investigations Team Leader - DA	\$4,425.00	\$5,496.00	\$6,568.00
	Investigator - Standards Compliance & Investigations*	\$2,212.50	\$2,748.00	\$3,284.00
	Manager of Capital Improvement & Contracts	\$25.53	\$31.71	\$37.89
	Technical Support Specialist IV (Elections, BCSO)			
NE-13	Investigations Coordinator	\$57,336.00	\$71,232.00	\$85,116.00
	Senior Facilities Maintenance Supervisor	\$4,778.00	\$5,936.00	\$7,093.00
		\$2,389.00	\$2,968.00	\$3,546.50
		\$27.57	\$34.25	\$40.92



ORDER APPROVING COUNTY AUDITOR BUDGET AND SALARIES OF

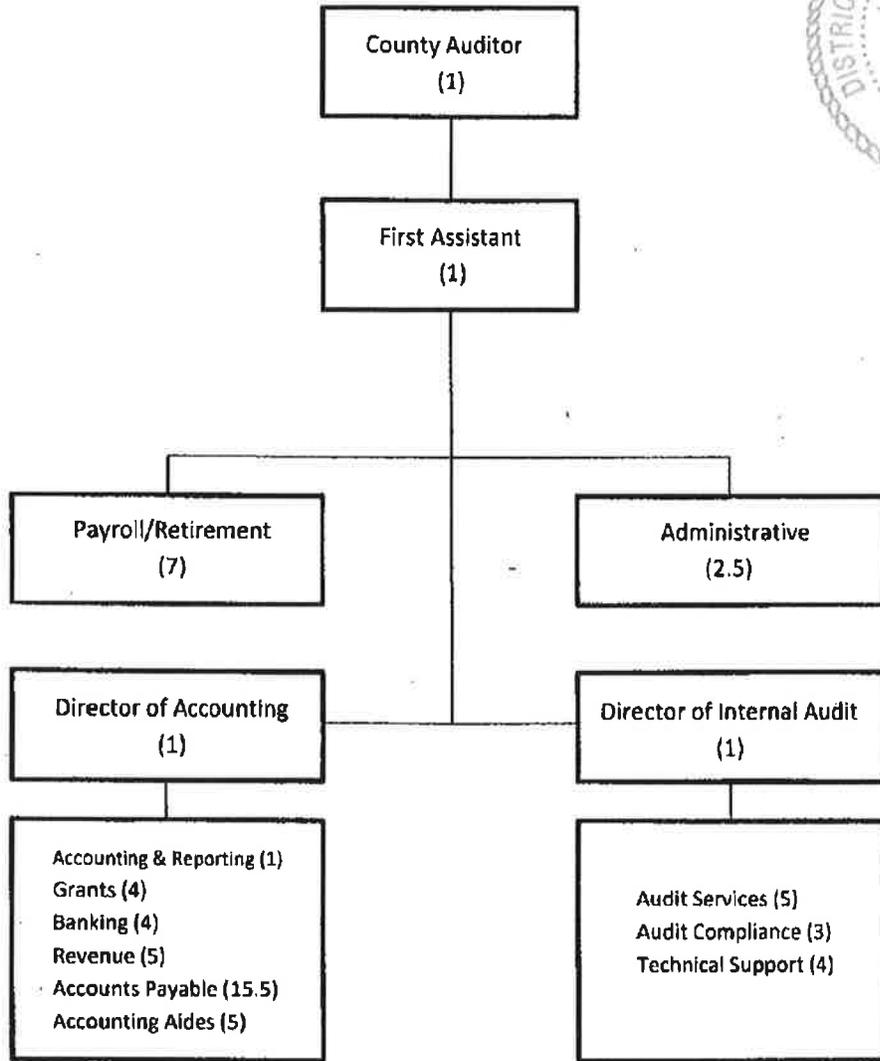
*** Juvenile position
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**BEXAR COUNTY AUDITOR'S OFFICE
FY 2018-19 ORGANIZATIONAL CHART**



(60) Total Staff Positions

ORDER APPROVING COUNTY AUDITOR BUDGET AND SALARIES OF

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COUNTY OF BEXAR
Bexar County Auditor's Office



OFFICE VISION AND MISSION

The Auditor's Office Vision Statement:

To be an independent and progressive organization recognized for professionalism in carrying out the County Auditor's duties and responsibilities. To provide timely, accurate and meaningful financial information on the fiscal affairs of County government and to provide ancillary support to the Commissioners Court, other elected officials, department heads and the general public.

The Mission of the Auditor's Office:

Create and maintain an environment of sound fiscal management and efficient financial operations at all levels of county government, through aggressive support, increased interactive collaboration and communication to assure efficient collection and reporting of revenues and legal compliance with budget expenditures.

AUDITOR'S OFFICE GOALS AND OBJECTIVES

The Goals and Objectives of the Auditor's Office are:

1. **PROFESSIONALISM** - To set and meet quality and professional standards in carrying out the duties and responsibilities of the Bexar County Auditor's Office.
2. **INDEPENDENCE** - To maintain an appropriate level of independence in order that the Auditor's Office may freely question and investigate County programs and issues.
3. **INNOVATION/PRODUCTIVITY** - To encourage and promote innovative and productive approaches to current programs and processes both in the Auditor's Office as well as other Bexar County Offices and Departments.
4. **PERSONAL GROWTH AND ENRICHMENT** - To provide quality as well as open communications to develop job skills, personal growth, professionalism, and an environment which encourages innovation with positive attitudes.

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DIVISIONAL DESCRIPTION

The Auditor's Office is broken into three divisions:

- I. Administrative Division
- II. Accounting Division
- III. Internal Audit Division



I. The **Administrative Division** is headed by the First Assistant County Auditor and includes the Executive Administrative Assistant to the County Auditor, contract monitoring, retirement counseling, and Payroll sections. Reporting to the Executive Assistant is the receptionist, and the accounting aides (interns). The division is responsible for ensuring that support is available for the County Auditor as needed, that departmental operations function smoothly, that all contracts are read and approved as appropriate, that all county personnel requiring retirement assistance and counseling receive the proper information, and that all county personnel are paid properly and timely. In addition, this division fields and responds to internal and public open record requests for county financial information.

II. The **Accounting Division** is under the direction of the Director of Accounting and is comprised of the following functions: financial accounting and reporting, grant accounting and reporting, banking services, revenue accounting, revenue forecasting, accounts receivable, accounts payable, and capital project accounting. The Accounting Division is responsible for major annual projects that include the preparation of the Comprehensive Annual Financial Report (CAFR), and the County Wide Revenue Forecast Certification.

III. The **Internal Audit Division** of the Bexar County Auditor's Office conducts internal reviews, automated system reviews, and special projects for the Auditor and other county offices and departments. Internal Audit Technical Support also functions as a point of contact for assisting county offices and departments with financial system troubleshooting, answering questions from how to record and enter transactions to fielding requests for security profile and system access changes. The Audit Division is also responsible for assisting the County Auditor in adopting and enforcing regulations consistent with the law needed for the speedy and proper collecting, checking, and accounting for the receipt of funds that belong to the County or to a person for whom a district, county or precinct officer has made collection and the officer holds the funds for their benefit. The Internal Audit Division conducts regular audits of cash on hand at all county offices.

Additional Goals of the Internal Audit Division are to:

- 1. safeguard county assets and revenues
- 2. safeguard public funds not belonging to the county
- 3. safeguard public funds in the control of the county, district and precinct officials
- 4. find ways to increase revenue and reduce costs
- 5. protect the county from unnecessary liability while maintaining efficient delivery of services

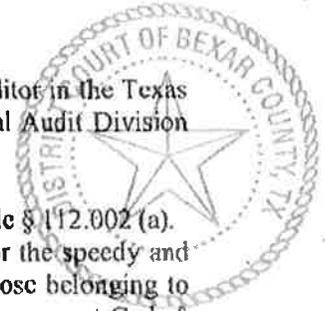
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The above functions and activities support the following goals:

Each one of the following responsibilities is specifically prescribed for the Auditor in the Texas Local Government Code. These are addressed in full or in part by the Internal Audit Division and other divisions of the Bexar County Auditor's Office.



- 1) Prescribing the county's accounting systems. Local Government Code § 112.002 (a).
- 2) Adopting and enforcing regulations the auditor deems necessary for the speedy and proper checking of funds and fees belonging to the county and those belonging to third parties held by a county, district, or precinct officer. Local Government Code § 112.02 (b).
- 3) Maintaining general oversight of the books and records of a county, district, or state officer authorized or required by law to receive or collect money or other property that is intended for the use of the county or that belongs to third parties held by a county. Local Government Code § 112.007.
- 4) Investigating the correctness of books, accounts, reports, vouchers, and other records of any officer; orders of the commissioners court relating to county finances; and any reports to the commissioners court about the collection of money. Local Government Code § 115.001-2.
- 5) Examining all public funds that are subject to the control of any precinct, county or district official, including the accounts of law enforcement agencies and the district attorney composed of money and proceeds of property seized and forfeited to those officials. Examinations must be conducted regularly and on a surprise basis. Local Government Code § 115.003-4.

ORDER APPROVING COUNTY AUDITOR BUDGET AND SALARIES OF

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**Bexar County, Texas
County Auditor- Performance Measures
For the Periods Indicated**



Performance Indicators	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Payroll:				
# of FTE	6	6	6	6
# of payroll distributions	128,453	130,762	133,292	130,000
# of status form changes	20,638	20,897	20,916	20,000
# of overtime entries by spreadsheets	8,529*	19,314†	18,629	15,000
# of new employees processed	950	1,031	823	900
# of employees requested changes	4,269	4,795	4,581	4,500
# of County Employees served	4,845	4,898	4,961	5,000
Accounts Payable:				
# of FTE‡	18	19	19	19
# of Payments Processed	41,561	42,350	42,507	43,320
# of Invoices Processed	103,127	108,837	109,761	111,956
# of central disbursement transactions	29,798	30,181	30,080	30,800
# of electronic payments processed	11,763	12,169	12,427	12,520
# of P-card and T-card transactions§	6,343	7,435	8,634	7,000
# of attorney appointments	36,781	39,172	40,152	41,000
# of attorney invoices	52,195	57,803	58,271	59,000
Banking:				
# of FTE	4	4	4	4
# of checks processed	112,106	110,039	111,459	112,500
# of bank deposits verified	2,907	3,267	3,685	3,700
# of electronic banking transactions**	10,865	11,858	11,796	11,850
# of other banking transactions	1,590	1,552	1,640	1,642
# of jury checks written off	16,947	14,661	15,548	15,500

* The 2015-16 overtime entries by spreadsheet were significantly lower, in comparison to other years, due to nonpayment of Bexar County Sheriff Office overtime; overtime was accrued as FLSA or Comp overtime for that time period.

‡ An Accounts Payable position was added to assist with an increase of travel and procurement credit card transactions.

§ Due to anticipated policy changes involving P-card usage, we expect a significant drop in P-card transactions.

** Electronic banking transactions are transactions entirely executed using a computer system; these include (but are not limited to) wire transfers, ACH Transactions, and Paymode payments.

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**Bexar County, Texas
County Auditor- Performance Measures
For the Periods Indicated**

Performance Indicators	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Revenue:				
# of FTE working on deposit warrants	3	3	3	3
# of deposit warrants	10,177	10,308	11,004	11,000
Grants:				
# of FTE ^{††}	4	4	3	3
# of grants administered/monitored	129	131	127	123
Value of grant expenditures (federal & state)	62,861,031	70,161,590	58,000,000	54,000,000
Internal Audit Division:				
# of FTE	13	13	13	13
# of direct hours on audits	8,854	8,699	8,512	9,285
# of audits scheduled	34	43	41	44
# of audits completed	31	40	38	41
# of audit reports issued [†]	29	39	37	39
# of direct hours on special projects	6,364	5,477	5,634	5,952
# of special projects assigned	23	22	23	23
# of special projects completed	17	17	19	20
# of audit recommendations made	173	101	115	129
# of direct hours on routine tasks ^{†††}	5,466	5,281	5,373	5,595
# of non-direct hours ^{§§}	4,278	4,208	4,345	4,960

^{††} The total number of Grant FTE's does not include the Grants Manager; the Grants Manager is not assigned any specific grants but manages and processes grant transactions when needed. Also, the Grants Department lost an employee position due to the transition of Ryan White Grants from Bexar County to UHS.

[†] Not all audits completed will result in a written report. Also, one written audit summary report may account for multiple audit reviews.

^{†††} # of direct hours on routine tasks are defined as hours for job duties or responsibilities performed by the Internal Audit Division that are related to compliance (e.g., cash counts, tax refund processing), technical support assistance (e.g., helpdesk calls, equipment or system access) and training (e.g., Infor, ImageNow, Inovah Training).

^{§§} # of non-direct hours includes training, administrative and employee leave time.

2018-19 BUDGET FOR COUNTY AUDITOR

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**Bexar County, Texas
County Auditor- Performance Measures
For the Periods Indicated**



Performance Indicators	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018- 19 Budget
Payroll:				
Avg. Distributions per FTE	21,409	21,794	22,215	21,667
Avg. status form changes per FTE	3,440	3,483	3,486	3,333
Avg. overtime entries by spreadsheets per FTE	1,422***	3,219	3,105	2,500
Avg. employee requested payroll change per FTE	712	799	764	750
Accounts Payable:				
Avg. # of payments processed per FTE	2,309	2,229	2,237	2,280
Avg. # of invoices processed per FTE	5,729	5,728	5,777	5,892
Avg. # of central disbursement transaction per FTE	1,655	1,588	1,583	1,621
Avg. # of electronic payments processed per FTE	654	640	654	659
Avg. # of P-card and T-card transactions per FTE	352	391	454	368
Avg. # of attorney appointments per FTE	2,043	2,062	2,113	2,158
Avg. # of attorney invoices processed per FTE	2,900	3,042	3,067	3,105
Banking:				
Avg. # of checks processed per FTE	28,026	27,510	27,865	28,125
Avg. # of banking transactions per FTE	8,077	7,835	8,167	8,173
Revenue:				
Avg. # of deposit warrants per FTE	3,392	3,436	3,668	3,667
Grants:				
Avg. # of grants monitored per FTE	32	33	42	41
Avg. total dollars of grants monitored per FTE	15,715,258	17,540,397	19,333,333	18,000,000

*** The 2015-16 overtime entries by spreadsheet were significantly lower, in comparison to other years, due to nonpayment of Bexar County Sheriff Office overtime; overtime was accrued as FLSA or Comp overtime for that time period.

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**Bexar County, Texas
County Auditor- Performance Measures
For the Periods Indicated**

Performance Indicators	FY 2015-16 Actual	FY 2016-17 Actual	FY 2017-18 Estimate	FY 2018-19 Budget
Internal Audit Division:				
Avg. # of direct hours on audit per FTE ^{***}	984	967	946	1032
Avg. # of direct hours on special projects per FTE	490	421	433	458
Avg. # of direct hours on routine tasks per FTE	420	406	413	430
Effectiveness Indicators				
Internal Audit Division:				
% of audits completed to audits scheduled	91%	93%	93%	93%
% of audits reports issued to audits scheduled	85%	91%	90%	90%
% of special projects completed to assigned	74%	77%	83%	88%
Amt. of cost savings/extra revenue identified	\$ 98,535	\$ 118,113	\$120,278	\$124,000
Amt. of cost savings per FTE	\$ 7,580	\$ 9,086	\$9,252	\$9,538

^{***} The number of Internal Auditors (IA) who only perform audits was changed from thirteen to nine, after FY13-14, to reflect a more accurate number of actual IA-FTE's assigned to work on audits.

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CERTIFIED COPY CERTIFICATE STATE OF TEXAS
I, DONNA KAY MCKINNEY, BEXAR COUNTY DISTRICT
CLERK, CERTIFY THAT THE FOREGOING IS A TRUE
AND CORRECT COPY OF THE ORIGINAL RECORD AS
INDICATED BY THE VOLUME, PAGE AND COURT ON
SAID DOCUMENT. WITNESSED MY OFFICIAL HAND
AND SEAL OF OFFICE ON THIS:



August 16, 2018

**DONNA KAY MCKINNEY
BEXAR COUNTY, TEXAS**

By: 
LETITIA ARMSTRONG, Deputy District Clerk
(NOT VALID WITHOUT THE CLERK'S ORIGINAL SIGNATURE.)

Detention and Law Enforcement Step Pay Plan for October 2018 through September 2019

Monthly Base Pay										
	Grade	Cadet	First Year	Over 1	Over 2	Over 3	Over 4	Over 5	Over 7	Over 9
Detention Captain	DT 09		7,035	7,097		7,158		7,281	7,404	7,527
Detention Lieutenant	DT 07		5,732	5,789		5,846		5,961	6,075	6,189
Detention Sergeant	DT 05		4,805	4,854		4,902		4,998	5,094	5,190
Detention Corporal	DT 02		4,056	4,097		4,137		4,218	4,299	4,380
Deputy Sheriff - Detention	DT 01		3,114	3,309	3,407	3,505	3,603	3,702	3,798	3,893
<i>*Deputy Sheriff - Detention Cadet</i>	DT 01	2,975								
SAP CHRIS Step		1	2	3	4	5	6	7	8	9

Annual Base Pay										
	Grade	Cadet	First Year	Over 1	Over 2	Over 3	Over 4	Over 5	Over 7	Over 9
Detention Captain	DT 09		84,420	85,164		85,896		87,372	88,848	90,324
Detention Lieutenant	DT 07		68,784	69,468		70,152		71,532	72,900	74,268
Detention Sergeant	DT 05		57,660	58,248		58,824		59,976	61,128	62,280
Detention Corporal	DT 02		48,672	49,164		49,644		50,616	51,588	52,560
Deputy Sheriff - Detention	DT 01		37,368	39,708	40,884	42,060	43,236	44,424	45,576	46,716
<i>*Deputy Sheriff - Detention Cadet</i>	DT 01	35,700								
SAP CHRIS Step		1	2	3	4	5	6	7	8	9

**Detention Cadet is not part of Collective Bargaining Unit*

Monthly Base Pay										
	Grade		First Year	Over 1	Over 2	Over 3	Over 4	Over 5	Over 7	Over 9
Law Enforcement Captain	LE 10		7,404	7,470		7,537		7,669	7,802	7,935
Law Enforcement Lieutenant	LE 08		6,703	6,770		6,838		6,972	7,106	7,241
Law Enforcement Sergeant	LE 06		6,096	6,156		6,217		6,339	6,460	6,582
Law Enforcement Investigator	LE 04		5,539	5,594		5,650		5,761	5,872	5,983
Deputy Sheriff - Law Enforcement	LE 03		4,113	4,192		4,271		4,562	4,851	5,140
SAP CHRIS Step			2	3	4	5	6	7	8	9

Annual Base Pay										
	Grade		First Year	Over 1	Over 2	Over 3	Over 4	Over 5	Over 7	Over 9
Law Enforcement Captain	LE 10		88,848	89,640		90,444		92,028	93,624	95,220
Law Enforcement Lieutenant	LE 08		80,436	81,240		82,056		83,664	85,272	86,892
Law Enforcement Sergeant	LE 06		73,152	73,872		74,604		76,068	77,520	78,984
Law Enforcement Investigator	LE 04		66,468	67,128		67,800		69,132	70,464	71,796
Deputy Sheriff - Law Enforcement	LE 03		49,356	50,304		51,252		54,744	58,212	61,680
SAP CHRIS Step			2	3	4	5	6	7	8	9

BEXAR COUNTY

DEBT MANAGEMENT POLICY

Adopted by Commissioners Court on August 14, 2007

Revised October 7, 2008

Revised February 3, 2015

Revised March 21, 2017

Revised September 12, 2017

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TITLE: DEBT MANAGEMENT POLICY

EFFECTIVE DATE: March 21, 2017

Section 1: PURPOSE AND OBJECTIVES

1.1 Purpose

The purpose of this policy is to provide guidance regarding the issuance, management, continuing evaluation and reporting on all debt obligations issued by Bexar County, Texas (the "County"). The Bexar County Commissioners Court recognizes there are no absolute rules or easy formulas that can substitute for a thorough review of all information affecting the County's debt position. Debt decisions should be the result of deliberative consideration of all factors involved. This policy is intended to augment the deliberation process by addressing the methods, procedures and practices to be utilized to ensure effective and judicious fiscal management of County funds.

The terms of this Debt Management Policy (the "Policy") are intended to comply with all Texas and Federal Law governing debt, including, but not limited to, Texas law, Internal Revenue Service rules and regulations, United States Securities and Exchange Commission ("SEC") regulations, Municipal Securities Rulemaking Board ("MSRB") regulations, court rulings, and existing County debt covenants.

1.2 Objectives

Debt Management shall be conducted with the primary objectives of:

- a. Maintain and/or improve the County's existing credit rating;
- b. Maintain access to capital; and
- c. Minimize borrowing costs.

Section 2: SCOPE

- 2.1 This Policy shall govern debt obligations issued by the County that finance the construction or acquisition of infrastructure and other assets or to refinance existing debt. The County may also desire to issue debt obligations on behalf of external agencies, non-profit corporations, or other authorities for the purpose of construction or acquisition of infrastructure or other assets that further the goals and objectives of County government. In that case, the County shall take reasonable steps to confirm the financial feasibility of the project and the financing solvency of any necessary borrower; and shall take all reasonable precautions to ensure the public purpose and financial viability of such transactions. This policy does not apply to the County's Capital Lease Program.

Section 3: ROLES AND RESPONSIBILITIES

- 3.1 As provided by the Texas Local Government Code, each member of Commissioners Court has a fiduciary responsibility in the management of the County's indebtedness. All debt programs are to be made in accordance with applicable Texas and federal regulations. The Commissioners Court will approve all County indebtedness.
- 3.2 The County Manager has the primary responsibility for making debt-financing recommendations to the Commissioners Court.
- 3.3 The County Manager, or his designee, will coordinate all activities necessary to issue debt, including, but not limited to:
 - a. Review of resolutions provided by bond counsel;
 - b. Review of offering memoranda provided by financial advisors; and
 - c. Review of all related financial analyses.
- 3.4 The County Manager, in conjunction with the Auditor's Office and Management and Finance Department, will report to the Commissioners Court:
 - a. A projected list of expected capital needs for the year;
 - b. An annual debt issuance schedule for capital projects;
 - c. An updated five-year capital improvement plan as part of the budget;
 - d. Ensure that the County is current on all debt service payments; and
 - e. Disclosure of any bond covenant violations or defaults over the past year.
- 3.5 The County Manager, or his designee, will implement and oversee the Capital Project Process for County offices and departments pursuant to Section 20 of this policy.
- 3.6 The County Manager, or his designee, will recommend to the Commissioners Court a financing team consisting of bond counsel, financial advisors, and underwriters.
- 3.7 The Office of the County Auditor is responsible for reporting monthly in its financial report a schedule that includes outstanding debt requirements as well as commercial paper activity. These reports will include principal and interest requirements, dates for each and related interest rates.
- 3.8 The Office of the County Auditor is responsible for assuring that all debt service payments are made in a timely manner to the appropriate trustee/paying agents.
- 3.9 The Office of the County Auditor is responsible for preparing the annual continuing disclosure and the County's bond counsel is responsible for reviewing, approving, and submitting the continuing disclosure pursuant to SEC Rule 15c2-12.
- 3.10 The Office of the County Auditor is responsible for the annual estimation of the cumulative rebate amount (arbitrage) for each debt issuance as defined in Section 148(f)(2) of the Internal Revenue Code of 1986, as amended (the "Code"). These annual estimates are for both external and internal reporting purposes.
- 3.11 The Office of the County Auditor is responsible for ensuring compliance with the filing requirements with the Internal Revenue Service related to arbitrage and rebate set forth in Section 19 of this policy.

- 3.12 Offices and Departments administering projects financed with debt funding are responsible to comply with Section 17 of this Policy relating to private business use and with Section 6 relating to project expenditures.
- 3.13 The Office of the County Auditor is responsible for general recordkeeping and will maintain a copy of the following documents on file at all times, to include but not limited to:
- a. Annual Financial Statements
 - b. Reports of any examinations by the Internal Revenue Service of Bexar County's financings
 - c. Documentation of allocation of bond proceeds to expenditures
 - d. Copies of contracts
 - e. Records of expenditures of bond proceeds
 - f. List or schedule of all bond-financed county owned facilities or equipment with depreciation schedules.

Such records will be maintained for the life of the related bonds (including any refunding bonds) for the life of the bonds plus three years.

- 3.14 The Office of the County Auditor and the County Manager, or his designee, has general oversight of the post-issuance compliance of bond financings and will review compliance matters on a regular basis. To that end, the County will endeavor to identify training opportunities and educational materials regarding post-issuance compliance.
- 3.15 The County Manager, or his designee, will prepare material events disclosure in accordance with SEC Rule 15c2-12, as needed.

Section 4: REPORTING

- 4.1 The County Manager, or his designee, will report to the Commissioners Court:
- a. A projected list of expected capital needs for the year;
 - b. An annual debt issuance schedule for capital projects;
 - c. An updated five-year capital improvement plan as part of the budget;
 - d. Certification that the County is current on all debt service payments; and
 - e. Disclosure of any bond covenant violations or defaults over the past year.
- 4.2 The Office of the County Auditor is responsible for reporting monthly in its financial report a schedule that includes outstanding debt requirements as well as commercial paper activity. These reports will include principal and interest requirements, dates for each and related interest rates.
- 4.3 The Office of the County Auditor is responsible for preparing the annual continuing disclosure and the County's bond counsel is responsible for reviewing, approving, and submitting the continuing disclosure pursuant to SEC Rule 15c2-12.
- 4.4 The Office of the County Auditor is responsible for the annual estimation of the cumulative rebate amount (arbitrage) for each debt issuance as defined in Section 148(f) (2) of the Code. These annual estimates are for external and internal reporting purposes only.

- 4.5 The Office of the County Auditor is responsible for ensuring compliance with the filing requirements with the Internal Revenue Service related to arbitrage and rebate set forth in Section 19 of this policy.
- 4.6 Offices and Departments administering projects financed with debt funding are responsible to comply with Section 17 of this Policy relating to private business use and with Section 6 relating to project expenditures.

Section 5: ORGANIZATIONS AFFECTED

- 5.1 All County offices and departments must comply with the guidelines and procedures set forth in this Policy.

Section 6: USE OF DEBT INSTRUMENTS

- 6.1 Debt financing will not generally be considered appropriate for any recurring purpose such as current operating and maintenance expenditures. The County will use debt financing for the acquisition of capital assets and capital improvement projects which may include certain operating expenditures required to implement the projects under the following circumstances:
 - a. The acquisition of all debt funded assets and debt funded projects must be approved by Commissioners Court;
 - b. The capital asset or a project's useful life will be equal to or exceed the term of the financing;
 - c. Revenues sufficient to service the debt, whether from future property taxes, user fees, or other specified and reserved resources will be available;
 - d. Review and approval of the total project budget, including personnel services, travel and remunerations, operational costs, supplies and materials and capital expenditures, by the County Manager's Office; and
 - e. Compliance with the appropriate provisions of Texas Law and the Code.
- 6.2 Operating expenditures required to implement capital improvement projects will be funded using debt financing in accordance with Chapter 1201, as amended, Texas Government Code and Chapter 1431, as amended, Texas Government Code. These expenses could include but not be limited to ancillary charges necessary to put the project in place in its intended location and ancillary charges necessary to place the asset in its intended condition for use.
- 6.3 Debt financing will not generally be used for maintenance expenses, training, feasibility studies or any current operating expenditure.
- 6.4 Debt financing will not generally be used for functional consulting. Functional consulting includes activities such as training, troubleshooting, and running reports during training.
- 6.5 Per Governmental Accounting Standards Board (GASB) guidelines, activities associated with developing and installing computer software projects will be divided into three stages of project development:
 - a. Preliminary project stage, which includes the conceptual formulation and evaluation of alternatives, the determination of the existence of needed technology, and the final selection of alternatives;

- b. Application development stage, which includes the design of the chosen path, including software configuration and software interfaces, coding, installation of hardware and testing, including the parallel processing phases and data conversion phases; and
- c. Post-implementation/operation stage, which includes training and application maintenance.

Only activities associated with the application development stage will be debt financed.

- 6.6 Direct costs of materials and services consumed in developing or obtaining internal-use computer software, including payroll-related costs devoted directly to the project, may be financed with debt.
- 6.7 Generally, personnel required to implement a project should be contract employees or temporary employees. However, with prior approval of Commissioners Court and for projects with a total cost greater than \$5 million, County Subject Matter Experts (regular County employees) may be employed for implementation of a project and those costs may be debt financed during the application development stage. The cost of these personnel (regular County employees) expenditures will not exceed 5 percent of the project amount to be financed.

Section 7: STRUCTURE AND TYPE OF DEBT

- 7.1 Debt service will be structured to match projected cash flows and minimize the impact on future property tax levies.
- 7.2 The term of the debt issuance should equal the lesser of the useful life of the asset being financed or the maximum of 40 years in accordance with Chapter 1201, as amended, Texas Government Code.
- 7.3 The types of debt instruments to be issued by the County include:
 - a. General Obligation Bonds (including Limited Tax Bonds, Unlimited Tax Road Bonds, Flood Control Tax Bonds, and Pass-Through Revenue and Limited Tax Bonds);
 - b. Certificates of Obligation;
 - c. Revenue Bonds (including Venue Project Revenue Bonds);
 - d. Refunding Bonds;
 - e. Commercial Paper;
 - f. Tax Anticipation Notes; and
 - g. Any other debt instrument authorized for issuance by a County in accordance with the Texas Government Code or other applicable law.
- 7.4 Individual revenue streams considered for proposed debt service should meet a minimum debt service coverage ratio test of 1.15 along with any appropriate revenue or contingency funds. Debt coverage is defined as total revenue divided by total debt service.
- 7.5 Generally, tax-exempt debt will be issued. However, when appropriate and when the cost of a project is greater than \$5 million, no more than 10 percent of the amount to be financed may be issued in the form of taxable debt.

Section 8: DEBT LIMITS

- 8.1 The County will not exceed the debt issuance limits described in Article 3, Section 52 of the Texas Constitution and Chapter 1301 of the Texas Government Code.

- 8.2 The County shall use economic ratios as a tool to assist in providing an objective analytical approach to determine debt capacity for new projects. These ratios may include:
- a. Debt per capita;
 - b. Debt as a percent of statutory debt limit;
 - c. Debt as a percent of appraised valuation;
 - d. Debt service payments as a percent of governmental expenditures; or
 - e. Level of overlapping net debt of all local taxing jurisdictions.
- 8.3 The County will maintain a debt service fund balance of at least 15 percent of the annual debt service requirement for the fiscal year; provided; however, that this requirement shall comply with the provisions of the Code.

Section 9: METHOD OF SALE

- 9.1 The County may use competitive sales, negotiated sales, or private placements. When considering the method of sale, the County will take into consideration:
- a. Financial conditions;
 - b. Market conditions;
 - c. Transaction-specific conditions;
 - d. County-related conditions; and
 - e. Risks associated with each method.
- 9.2 Competitive sales are the preferred method under the following circumstances:
- a. A general obligation pledge or annual appropriation of general revenue;
 - b. Simple structure and financial analysis;
 - c. Stable financial market; and
 - d. Moderate par amount.
- 9.3 Negotiated sales are the preferred method under the following circumstances:
- a. A general obligation tax pledge, special revenue pledge, or combinations of general obligation tax and special revenue pledge;
 - b. Moderate to high par amount;
 - c. Simple structure transactions to complex transactions that require extensive financial modeling, credit analysis, premarketing effort, or that are interest rate sensitive; and
 - d. Stable or volatile financial markets.
- 9.4 Private Placement is the preferred method under the following circumstances:
- a. Small issue size;
 - b. Questionable security for the issue; and
 - c. Overall cost savings to the County.

Section 10: REIMBURSEMENT RESOLUTION

- 10.1 As provided in the Texas Government Code, Section 1201.042, as amended, Department of the Treasury Regulation, Section 1.150-2 of the Code, Commissioners Court may decide that it is in the County's best interest to pass a reimbursement resolution prior to the formal issuance of debt. The purpose of the resolution would be to announce the intent to reimburse itself for expenditures related to capital programs for which debt will be issued and the appropriate Fund (General Fund, Capital, etc.) could then be reimbursed once the debt is sold. The County will intend to reimburse itself within 18 months from the later of date of the original expenditure or the date the property

financed is placed into service (but in no event more than 3 years after the original expenditure is paid).

Section 11: REFUNDING OF DEBT

- 11.1 The County may elect to refund existing debt for reasons including, but not limited to, the following:
- a. To achieve Net Present Value (NPV) savings generally of at least 3 percent;
 - b. To update bond covenants on outstanding debt which impair efficient operations or prohibit necessary or desirable activities;
 - c. To restructure the debt service schedules associated with outstanding bond issues; or
 - d. To alter bond characteristics such as call provisions or payment dates.
- 11.2 If a refunding is undertaken, the County will evaluate:
- a. Issuance costs that will be incurred;
 - b. Interest rate at which the refunding bonds can be issued;
 - c. Maturity dates of the refunded bonds;
 - d. Call date (if any) on the refunded bonds; and
 - e. Call premium (if any) on the refunded bonds

Section 12: VARIABLE RATE EXPOSURE

- 12.1 The County may use variable rate debt (including commercial paper) to lower the cost of borrowing and provide a hedge against interest rate risk.
- 12.2 The County should establish a target of not to exceed 20 percent of its total outstanding debt in a variable rate mode.
- 12.3 Variable rate debt should be converted to fixed rate debt as necessary to maintain the 20 percent target, to meet the particular needs of a financing program, or to lock in low long-term fixed interest rates.
- 12.4 When issuing variable rate debt, the County will have appropriate contingency plans in place, such as reserves or hedging instruments, to mitigate the risk associated with rising interest rate environments.

Section 13: INTEREST RATE SWAP AGREEMENTS

- 13.1 The County will consider the use of interest rate swap agreements on a case-by-case basis and consistent with Texas law and financial prudence.
- 13.2 Interest rate swap agreements may be used for the following purposes:
- a. To achieve significant savings as compared to other, non-derivative type products available in the bond market;
 - b. To prudently hedge risk in the context of a particular financing or the overall asset/liability management of the County;
 - c. To incur variable rate exposure within prudent financial guidelines;
 - d. To achieve more flexibility in meeting overall financial objectives than available in conventional markets; or
 - e. To accomplish a financial objective not otherwise obtainable using traditional financing methods.

- 13.3 The County will not enter into an interest rate swap agreement without advice of an independent advisor and bond counsel.
- 13.4 The County may enter into an interest rate swap agreement if the counterparty has at least two long term unsecured credit ratings of at least equal to the County's long term general obligation rating from Fitch Ratings, Moody's Investors Service, Inc. or S&P Global Ratings and the party has demonstrated experience in successfully executing interest rate swap agreements.
- 13.5 The County will select counterparties utilizing one of the Methods of Sale as outlined in Section 9 of this policy.
- 13.6 Before entering into an interest rate swap agreement, the County shall evaluate all the risks inherent in the transaction including counterparty risk, termination risk, rollover risk, basis risk, tax event risk, credit risk and amortization risk. Evaluation of risk will also include the following considerations:
 - a. Uncertainty with respect to the County's future debt obligations;
 - b. Effect on the County's credit quality;
 - c. Cumulative exposure to all risk factors identified;
 - d. Difficulty and costs associated with terminations; and
 - e. Limitations on the ability to refund the swap's underlying bonds.
- 13.7 The County will monitor interest rate swap agreements on a quarterly basis to ensure compliance with corresponding swap documentation.

Section 14: CONTINUING DISCLOSURE

- 14.1 The County will periodically review the requirements of the MSRB and the recommendations of the Government Finance Officers Association (GFOA), including the GFOA recommendation that financial statements be prepared and presented according to generally accepted accounting principles.
- 14.2 The County will remain in compliance with SEC Rule 15c2-12 by filing its annual financial statements and other financial and operating data for the benefit of its bondholders within six months after the end of each fiscal year.

Section 15: MATERIAL EVENTS

- 15.1 Material Events are defined as those events which are considered likely to reflect on the credit supporting the securities.
- 15.2 The County will issue a material event notice in accordance with the provisions of SEC Rule 15c2-12.
- 15.3 The events Bexar County will consider material are:
 - a. principal and interest payment delinquencies;
 - b. nonpayment related defaults, if material;
 - c. unscheduled draws on debt service reserves reflecting financial difficulties;
 - d. unscheduled draws on credit enhancements reflecting financial difficulties;
 - e. substitution of credit or liquidity providers, or their failure to perform;

- f. adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security;
- g. modifications to rights of bond owners, if material;
- h. bond calls, if material and tender offers;
- i. defeasance;
- j. release, substitution, or sale of property securing repayment of the security, if material;
- k. rating changes;
- l. bankruptcy, insolvency, receivership, or similar event of the County, which will occur as described below;
- m. the consummation of a merger, consolidation, or acquisition involving the County or the sale of all or substantially all of its assets, other than in the ordinary course of business, the entry into of a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- n. appointment of a successor or additional trustee or the change of name of a trustee, if material.

Section 16: EXPENDITURE OF BOND PROCEEDS

- 16.1 A list of projects will be developed to ensure compliance with Federal and State laws.
- 16.2 The County Manager and the Auditor’s Office will monitor the expenditure of bond proceeds, to ensure expenditures are made in a timely manner for the purposes for which the bonds were authorized.
- 16.3 With respect to the reimbursement of any expenditure paid prior to the date of issue of the bonds, the County Manager and the Auditor’s Office will monitor compliance with the requirement of the Regulations that such reimbursement allocation to bond proceeds is made not later than 18 months after the later of (i) the date the original expenditure is made or (ii) the date the project is placed in service, but in no event more than three years after the original expenditure is paid. Furthermore, the County Manager and the Auditor’s Office will monitor compliance with the requirement of the Regulations that such reimbursement allocation is for the reimbursement of the expenditures paid on or after 60 days prior to the date of a reimbursement resolution (including for this purpose a bond order).

Section 17: PRIVATE BUSINESS USE

- 17.1 Private business use exists if proceeds of the issue or the property to be financed by the bond proceeds are used directly or indirectly by any nongovernmental person in that person’s trade or business. Private business use may occur due to arrangements (typically contractual) that give nongovernmental persons special legal entitlements with respect to the use of bond-financed property (including a sale or other transfer of bond-financed property to a nongovernmental person). Further, a bond issue is considered to have private security or payments if the payment of the debt service of an issue is either (a) secured directly or indirectly by property or payments derived from private business use or (b) to be derived from payments for a private business use. The tax-exempt status of governmental bonds may be jeopardized if both (a) the private business use associated with an issue of bonds exceeds five percent (and, in certain circumstances, ten percent) of the proceeds of an issue and (b) the private security or payments associated with an issue exceeds five percent (and, in certain circumstances, ten percent) of the proceeds of such issue.
- 17.2 If any action will create private business use or private payments as outlined above, Bexar County will take measures designed to preserve the intended federal income tax status of that issue of bonds.

Such measures may include ensuring that such agreement falls into an applicable exception under the private business use rules, making a determination that private use will not exceed the applicable limit or such other action as may be recommended by bond counsel, including taking remedial actions with respect to the issue of bonds whose federal tax status is implicated.

It is recognized that certain of the County's bond issues (e.g. bonds that finance certain venue projects) were structured to take into account projected private business use of the facilities being financed with such issue. For such issues, the County will monitor any changes relating to the type or amount private business use of such facilities and, if necessary, will take measured designed to preserve the intended federal income tax status of that issue of bonds as described above.

- 17.3 No more than five percent of the proceeds of an issue of bonds may be used to make loans or arrangements that allow a nongovernmental party to defer payments that it is obligated to make with respect to the financed property or the bonds.

Section 18: INVESTMENT OF DEBT PROCEEDS

- 18.1 Debt proceeds will be invested in accordance with the County's Investment Policy Section 3.10 or as otherwise permitted in the order or resolution authorizing the issuance of the debt.
- 18.2 Interest earned on proceeds from bonds, certificates of obligation, commercial or other short-term or long-term debt proceeds (excluding capital lease proceeds) is generally allocated to the Debt Service Fund.
- 18.3 Interest earned on proceeds from bonds, certificates of obligations, or other short-term or long-term debt proceeds (excluding capital lease proceeds) allocated to the Debt Service Fund shall be used solely to pay current and future debt service payments, as well as all related issuance cost.

Section 19: ARBITRAGE/REBATE

- 19.1 The County will follow a policy of full compliance with all arbitrage rebate requirements of the Code and will perform (via contract consultant) arbitrage calculations for each debt issue subject to rebate on an annual basis. All necessary rebate liability will be filed and paid when due.
- 19.2 Additionally, the Office of the County Auditor may choose to hire a rebate analyst to monitor compliance with rebate and yield restriction rules on an annual basis.

Section 20: CAPITAL PROJECT PROCESS

- 20.1 As set forth in Section 3 of this policy, the County Manager is responsible for making debt-financing recommendations to the Commissioners Court. In order to ensure sufficient cash flow is available to meet capital improvement project cash requirements, an annual debt issuance schedule is required. The Capital Project Process will provide the basis for the annual debt issuance schedule.
- 20.2 During the annual budget process, each office or department will complete the Capital Request Form for each project to be considered for adoption by Commissioners Court. The form requires offices and departments to detail the different phases of the project, a timeline for each phase, and cost per phase.
- 20.3 Upon approval of a new capital project, the information provided on the Capital Request Form will be used to develop the annual debt issuance schedule to meet the cash requirements of each project.

Section 21: POST-ISSUANCE COMPLIANCE

- 21.1 Bexar County acknowledges that as the issuer of debt obligations subject to the Code, it is responsible for post-issuance compliance with respect to such debt obligations.
- 21.2 After the debt is issued, and as project expenses are incurred, the County Auditor's Office and County Manager will periodically ensure continued compliance with aforementioned laws and guidelines.
- 21.3 Corrective action may be required if, for example, it is determined that bond proceeds were not properly expended, Bexar County is not in compliance with the arbitrage requirements imposed by the Code or Bexar County has taken a deliberate action (e.g., sale of bond-financed property) that results in impermissible levels of private business use.
- 21.4 If Bexar County determines or is advised that corrective action is necessary with respect to any issue of its obligations, Bexar County will, as may be applicable, in a timely manner:
- Seek to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31 (or any successor notice thereto)
 - Take remedial action described under Section 1.141-12 of the Code
 - Take such other action as recommended by Bond Counsel
- 21.5 Any issues of non-compliance will be resolved by the County Manager and the County Auditor's Office with the assistance of the County's Bond Counsel and Financial Advisors.

Section 22: DEFINITIONS

- a. Arbitrage - Arbitrage is the profit that results from investing tax-exempt proceeds in higher-yielding taxable securities. In general, Internal Revenue Service (IRS) Regulations require that positive arbitrage earnings be rebated back to the government.
- b. Bond Indenture - The contract that sets forth the promises of a bond issuer and the rights of investors in the bond.
- c. Bond Covenant - A clause in a bond indenture that either requires or forbids some act by, and the issuer is obligated to comply with the covenant by virtue of issuing its bonds.
- d. Call Dates - The date, prior to maturity, on which a callable bond may be redeemed.
- e. Call Premium - The price, as established in the bond covenant, at which bonds will be redeemed.
- f. Certificate of Obligation - The Certificate of Act of 1971 (as amended) permits a County to issue certificates of obligations for the purpose of paying contractual obligations incurred in the construction of public works and the purchase of materials, supplies, equipment, buildings, professional services and real property. Certificates of obligation are normally secured by ad valorem tax revenue and there is no requirement for voter approval.
- g. Call Provisions - A clause in a bond contract granting the issuer the right to buy back all or part of an issue prior to the maturity date.
- h. Capital Lease - A contract for the purchase of capital equipment through installment payments.
- i. Code - The Internal Revenue Code of 1986, as amended.
- j. Commercial Paper - Short-term, unsecured promissory notes usually backed by a line of credit with a bank. Maturities do not exceed 270 days.
- k. Competitive Sales - A sale whereby the issuer determines the bond structure and solicits bids. The bonds are then awarded to the underwriting firm that submits the lowest interest costs for the debt.
- l. Continuing Disclosure - An agreement or covenant of the County made for the benefit of the owners of the security for so long as it remains obligated to advance funds to pay the security which includes a requirement to provide certain updated financial information and operating data to the MSRB annually within six months after the end of each fiscal year of the County.
- m. General Obligation - Bonds backed by the annual levy of an ad valorem tax as necessary, within the limits prescribed by law (if any), to pay off the bonds. Bonds are issued upon approval by the public in an election.
- n. Interest Rate Management Agreement - An agreement entered into in connection with the issuance of debt by an issuer or in connection with debt already outstanding, with a counterparty to provide for an exchange of payments based upon fixed and/or variable interest rates.
- o. Issuance Costs - The expenses associated with the sale of new securities, including such items as underwriter's spread, printing, legal fees and rating costs.
- p. Negotiated Sales - A sale whereby the issuer selects an underwriter in advance so that the underwriter can assist with determining the appropriate structure of the bonds.

DEFINITIONS (cont.)

- q. Private Placement - A sale whereby the issuer sells the bonds directly to a qualified institutional investor.
- r. Regulations - The applicable proposed temporary or final Treasury regulations promulgated under the Code or, to the extent applicable under the Code, under the Internal Revenue Code of 1954, as such regulations may be amended or supplemented from time to time.
- s. Refunding Bonds - Bonds issued to retire a bond already outstanding that may be sold for cash and outstanding bonds redeemed with cash or exchanged with holders of outstanding bonds.
- t. Revenue Bonds - Bonds issued where the money raised to pay off the bonds comes from a non-tax revenue source or a special/specific enterprise fund.
- u. Tax Anticipation Notes - Short-term notes issued in anticipation of collections of taxes. Short-term notes issued by the county to finance current operations, with repayment from anticipated tax receipts. Also called tax anticipation warrant. These notes are issued at a discount, and must have a maturity of thirteen months or less, and mature either at a specific future date or when property and other taxes are collected. Tax anticipation notes hold first claim on tax receipts when collected.
- v. Variable Rate Debt - Bonds with interest rates that fluctuate based upon an index or pricing procedure. These bonds often offer lower interest rates and have short maturities.



The above picture shows Stuart Road above the Chupaderas Creek on December 16, 1926.