

**THE STATE OF TEXAS
COUNTY OF FANNIN**

**IN COMMISSIONERS COURT
FANNIN COUNTY, TEXAS**

On this 22nd day of July, 2013 the Fannin County Commissioners Court met in a Special Meeting after public notice was posted on the 18th day of July 2013 at 1:45 p.m. with the following members being present:

Creta L. Carter II	County Judge
Gary Whitlock	Commissioner, Precinct 1
Stan Barker	Commissioner, Precinct 2
Jerry Magness	Commissioner, Precinct 3
Dean Lackey	Commissioner, Precinct 4

The following business was transacted to-wit:

CALL TO ORDER

Judge Carter called the meeting to order at 1:31 p.m.

ITEM 2. ESTABLISH A QUORUM

Judge Carter declared a quorum has been established; all members present. [Unless otherwise indicated, all comments are made by Judge Carter]

ITEM 3. DISCUSSION REGARDING 2013/2014 FISCAL YEAR BUDGET

Income has not been finalized and will not be discussed; this meeting will be with the input of the Court, on August 6, 2013 department heads may present items that were not specifically recommended at this meeting which allows for one on one discussion with regard to any concerns.

An across the board 3% increase is recommended with a few exceptions where more than 3% will be addressed as the meeting progresses; not all decreases will be addressed; increases will be addressed; standard Dues, Electrical, Bonds, Internet Fees etcetera will not be addressed but will be in the print out; Computers are at the discretion of the Intellectual Technology (IT) department based upon a rotation schedule for computers currently in use; Road and Bridge will be addressed at the next meeting.

COUNTY JUDGE-400

Line item	Last Budget	Requested	Recommended
427 Travel	\$1,180	\$2,000	\$2,000

9-1-1 COORDINATOR – 401

No changes

COUNTY CLERK – 403

Line item	Last Budget	Requested	Recommended
427 Travel (OOC)*	\$3,000	\$4,000	\$4,000
Add Chief Deputy	Pay Grade Level 3		\$2,000

ELECTIONS – 404

310 Office Supplies	\$2,500	\$2,800	\$2,800
311 Postage	\$2,500	\$7,200	\$8,500
449 Co. Records Management – Agenda Management Software (for Commissioner Court Minutes)	-0-	\$3,000	
574 Computers (2)			\$4,000

There is no current Chief Deputy (104) and no budget for the position, it is recommended the duties be compensated at an increase of one grade level and an expected increase in budget of \$2,000.

Commissioner Barker stated at the commencement of the payroll matrix the County Clerk at the time- Ms. Polly (Margaret) Gilbert did not want a chief deputy and divided the pay between two deputies.

Travel (427) increase is recommended to cover the cost of the Probate Clerk attending annual schooling.

Election 404 Postage (311) the increase recommended in consultation with the auditor is based upon previous experience *[with Mass Mail-out conducted every 2 years]*.

VETERAN SERVICE – 405

Line item	Last Budget	Requested	Recommended
435 Printing	\$25		\$50

The increase to cover business card expense.

EMERGENCY MANAGEMENT – 406

Line item	Last Budget	Requested	Recommended
487 Trailer Insurance	\$60		\$80

The \$20 dollar increase is due to the rate increasing.

NON-DEPARMENTAL – 409

Line item	Last Budget	Requested	Recommended
406 Tax Appraisal Dist.	\$320,000	+\$34,000	
495 Jail Bond Payment			\$1,095,000

The jail payment would be a payoff of the bonds thereby paying off the bond 5 years early.

COUNTY COURT AT LAW – 410

Line item	Last Budget	Requested	Recommended
101 Salary E/O	\$125,000		\$140,000

The change is the result of a Legislated mandate.

130 Bailiff Salary		\$28,553 (w/3%)	\$31,750
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The additional increase is recommended given the progression of Law Enforcement salaries as discussed last year.

311 Postage	\$1,750		\$2,000
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572 Office Equipment-0-			\$1,200
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A copier lease will be needed to replace the current copier owned by the AgriLife Extension Office which is moving.

425 Professional Services	\$3,500	\$1,500	
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437 Travel (OOC)	\$4,000	\$2,000	
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437 Court Reporter	\$1,500	\$4,500	
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The decreases are to offset the increase for the 437 Court Report increase.

COURT ADMINISTRATION - 425

Line item	Last Budget	Requested	Recommended
422 Regional Indigent Defense Program	-0-		\$10,040

336th DISTRICT COURT – 435

Line item	Last Budget	Requested	Recommended
103 Coordinator Salary		3% increase	
110 Court Reporter		3% increase	
130 Bailiff Salary		+\$5,544.26	\$32,500
352 GPS Monitoring	\$2,500	-\$1,500	\$1,000
427 Travel	\$2,000	+\$500	\$2,500
433 Drug Court Atty Fees	\$3,600	+\$1,200	\$3,600
436 CPS Attorney Fees	\$80,000	+\$5,000	\$75,000
437 Attorney Fees	\$230,000	+\$200,000	\$330,000
438 Court Reporter	\$5,000		\$5,000
439 Investigator	\$5,000	\$10,000	\$15,000
442 Other Prof. Services	\$20,000	\$30,000	\$50,000
Transcript/Jury Fee		+\$10,000	

DISTRICT CLERK – 450

Line item	Last Budget	Requested	Recommended
RMP & Preservation		F/T Temp Clerk	

The position would be for 6 months; duties to include scanning old records and shredding files to work toward going paperless.

310 Office Supplies	\$4,000	\$4,000	
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311 Postage	\$3,100	Increase	\$4,000
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572 Office Equipment	\$1,700	\$1,700	\$500
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A new printer is requested for the District Clerk from Office Equipment (572).

574 Computers (2) requested

427 Travel (OOC)	\$3,750	\$3,750	
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The Office Equipment amount recommended is \$500 to accommodate a new printer; no computers are recommended.

JUSTICE OF THE PEACE PRECINCT 1 – 455

Line item	Last Budget	Requested	Recommended
427 Travel	\$2,300		\$2,600

JUSTICE OF THE PEACE PRECINCT 1 – 455

No change.

JUSTICE OF THE PEACE PRECINCT 2 – 456

No change.

JUSTICE OF THE PEACE PRECINCT 2 – 457

Line item	Last Budget	Requested	Recommended
310 Office Supplies	\$30		\$400

The increase is recommended to furnish a new journal.

435 Printing	\$100	\$250	\$250
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The printing cost is for a receipt book.

DISTRICT AND COUNTY ATTORNEY – 475

Line item	Last Budget	Requested	Recommended
106 DA Salary Reimburse.	\$27,500*		\$27,500
103 1 st Asst. DA (Chief Fel)		\$92,250	
103 Chief Appellate Div.		\$92,250	
103 Misdemeanor Atty		\$58,000	
103 Misdemeanor Atty		\$58,000	
103 Investigator		\$50,750	
105 Admin. Asst./Office Mgr Spl Bailiff Grand Jury Coord.		\$41,750	
105 Fel. Coord./Fel. Jdgmnt Facil. Fel. Courtroom Asst.		\$41,750	
105 Criminal Data Entry Dep. Misd. Coord./Courtroom Asst.		\$31,250	
105 Victim Asst./Witness Coord. Asst. to Disc'y Offer.		\$33,200	
105 Receptionist/Hot Check Coll. Disc'y compliance clerk		\$29,700	
F/T Discovery Clerk	-0-	\$24,500 + benefits	
P/T Personnel	-0-	\$15,000	
310 Office Supplies	\$5,500	\$5,500**	
311 Postage	\$3,000	\$3,000	
315 Copier	\$2,000	\$2,000	
421 Internet	\$5,980.92	Same	\$3,468
It is recommended the additional \$216 monthly fee come from the DA Hot Check/Seizure Funds			
422 Cell phone	\$360	\$360	

427 Travel (OOC)	\$6,700	\$2,300 \$2,500**	
428 Training/Tuition	\$5,000	\$2,000	
Items 427 + 428 combined		\$2,300	
435 Printing	\$1,000	\$1,000	
465 Physc. Evidence Anal.	\$5,000	+\$10,000	\$6,000
572 Office Equipment	-0-	\$21,500	\$2,000
590 Books	\$700	\$700	
Furniture	-0-	\$2,200	

The District Attorney referenced the mandated Michael Morton Act in regard to the Discovery Clerk; Bonds, Witness Expense, Court Reporter Transcripts to remain the same, Dues are reduced.

Office Equipment (572) scanners, adobe software, shredder and printer are requested; Physical Evidence Analysis (465) an increase of \$10,000 is requested to cover pending capital cases.

Office Supplies (310) a \$1,000** decrease is requested to offset Furniture for \$2,200 for a desk; Miscellaneous (+/-) \$6,000; Office Equipment/Computer Equipment \$5,500 (+/-).

12 Adobe licensures, 10 scanners, 1 shredder, 4 desk top computers (2 new, 2 on rotational cycle), 2 new desks, 1 desk, 2 desk chairs.

AUDITOR - 495

Line item	Last Budget	Requested	Recommended
102 Salary Appt Official	\$53,350.47		5% increase
103 Salary Assts. (cmbnd)	\$95,522.50		5% increase
427 Travel	\$2,300	\$1,500	\$1,500

Judge Blake has requested salary increases of 5%.

PURCHASING – 496

Line item	Last Budget	Requested	Recommended
310 Office Supplies	\$600	\$400	
427 Travel	\$957	\$1,007	\$1,007
572 Office Equipment	\$650		\$1,249.45

The Office Equipment (572) expense is to pay for a new computer.

TREASUER – 497

Line item	Last Budget	Requested	Recommended
103 Salary Asst.	\$34,095.27		\$36,250

The increase is slightly above the 3% for across the board increases; the purpose is to begin compensating employees at the median income level for counties of comparable size.

TAX ASSESSOR – COLLECTOR – 499

The budget is recommended to remain the same; a new computer had been requested, but an upgrade is going to be conducted rather than replacement.

COMPUTER/INTELLECTUAL TECHNOLOGY – 503

It is recommended the budget remain the same.

COURTHOUSE – 510

Line item	Last Budget	Requested	Recommended
450 Repair & Maint.	\$30,000	\$180,000	\$180,000
573 Odyssey Software/Equip	\$130,000	-0-	-0-

The recommendation for additional funds is to pay for a new roof. The Odyssey program has been paid off.

COUNTY OFFICE BUILDING - 511

Line item	Last Budget	Requested	Recommended
450 Repair & Maint.	\$2,500	\$62,500	\$62,500

The increase for Repair & Maintenance (450) is for a new roof for the East Annex.

CO-OP OFFICE BUILDING – 512

Recommended the budget remain the same.

COURTHOUSE SOUTH ANNEX – 513

420 Telephone	\$4,000	\$1,800	\$1,800
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The existing telephone system will be moving with the AgriLife Extension office and a replacement is needed.

OLD COUNTY JAIL – 514

This structure has been demolished.

WINDOM COUNTY BUILDING – 515

Recommended the budget remain the same.

AGRILIFE EXTENSION BUILDING – 516

The structure is new and will be budgeted next year.

AMBULANCE SERVICE – 540

Recommend the budget remain the same; note the 3 year contract will be expiring.

FIRE PROTECTION – 543

An additional \$6,000 has been requested, \$500 for each department; no increase is recommended from the Fire Protection Service (416) \$68,500.

CONSTABLE PRECINCT 1 – 551

Recommended the budget remain the same.

CONSTABLE PRECINCT 2 – 552

Recommended the budget remain the same.

CONSTABLE PRECINCT 3 – 553

Recommended the budget remain the same.

ANIMAL CONTROL OFFICER – 555

Recommended the budget remain the same.

COUNTY SHERIFF – 560

Line item	Last Budget	Requested	Recommended
101 Salary EO	\$47,046.67		\$50,000
103 Chief Deputy	\$35,823.41		\$45,773.40
104 Deputies	\$452,344.62		\$531,892.43
Entry Level	\$23,755	\$33,622.07	\$31,000
120 Dispatcher			
Entry Level (increase grade level)			\$23,755
P/T Clerk requested			
250 Empl. Physicals	\$500	increase	\$1,000
310 Office Supplies	\$6,000	\$6,000	
311 Postage	\$2,100	\$2,200	\$2,200
395 Uniform	[\$2,500]	\$3,000	\$3,000
428 Prisoner Transport	\$4,000	\$4,500	\$4,500
574 Computer (4)	\$4,000	\$4,600	\$7,000

575 Automobiles (2) \$73,000 \$74,000 \$36,500 (1 vehicle)

It is recommended the Sheriff's salary be increased to \$50,000 which is above the norm of 3% to bring the salary up closer to the median income of \$55,000 for comparable counties. *Commissioner Barker stated opposition to any elected official being paid at a higher rate than a county commissioner.* Judge Carter recommended the Chief Deputy position increase to \$45,773.40 which brings that salary to the median level; deputy salaries are recommended to increase for a new employee from an entry level rate of \$23,755 to \$31,000 with the intent of retention, the Sheriff requested \$33,622.07; the percentage varies according to job description.

JAIL OPERATIONS – 565

380 Prisoner Housing \$1,543,950 \$1,470,585
 405 Prisoner Medical \$70,000 \$150,000

Housing is recommended to decrease by \$73,000.

ADULT PROBATION – 570

Recommended the budget remain the same.

BOND SUPERVISION – 573

Supervision Salary -0- \$49,639.70

JUVENILE PROBATION – 575

Line item	Last Budget	Requested	Recommended
408 Detention Operating Cost	\$127,720.00	\$127,720.00	\$100,000

Historically funds were used to house juveniles at Grayson County, left over funds were returned to the General Fund; Juvenile Probation will now be retaining any excess. *Commissioner Barker stated the County was clear at the onset of the newest employee paid by a grant program, once the grant expired the County would not pick up that expense.*

HEALTH INSPECTOR – 590

Line item	Last Budget	Requested	Recommended
311 Postal	\$900		\$1,104

330 Auto Expense	\$1,200	\$1,500
453 Software Maintenance	\$300	\$400
454 Repair & Maint. – Auto	\$1,000	\$275
487 Auto Insurance	\$400	\$450
574 Computers (2)		\$2,000

COUNTY SERVICES – 640

Recommended the budget remain the same.

HEALTH OFFICER – 641

Recommended the budget remain the same.

INDIGENT CARE – 645

Line item	Last Budget	Requested	Recommended
353 Computer Expense/Software	\$800		\$4,800
574 Computer Equipment			\$1,000

A new software program is required.

COUNTY AGENT – 665

Line item	Last Budget	Requested	Recommended
150 Agent Salary (supplement)	\$23,467.43		\$23,307
420 Telephone	-0-		\$2,200

It is anticipated a new agent will not be hired within the first quarter.

Judge Carter summarized stating the current budget as recommended leaves the County -\$89,206.80.

Scott Dyer, Auditor stated the tax role has decreased \$150,000 and sales tax are down by 7%.

ITEM 4. ADJOURN


Judge Carter declared the meeting adjourned at 2:44 p.m.

Adjourned at 2:44 p.m.

The above and foregoing represents true and correct minutes of the Fannin County Commissioner's Court meeting in Special Session the 22nd day of July, 2013.

(LGC 81.003)

ATTEST:



Tammy Biggar
Fannin County Clerk



*Out of County [Travel]

** Discrepancy